



**CITY MANAGER'S  
WEEKLY REPORT  
TO THE WEST JORDAN CITY COUNCIL  
Week ending January 24, 2014**



Dear Mayor and City Council:

I was so gratified by the level of cooperation and camaraderie I witnessed at our annual retreat. I'm grateful for the facilitation provided by our Strategic Planning Chair, Dan Griffiths. I believe he really kept us on track and focused on what citizens want us to be doing. Of course, I am speaking of our strategic plan. This is a tool that I wish every community in Utah had. Sadly, only about a third of cities in the United States have a strategic plan. If they did have a strategic plan, and if they in fact used it, I am convinced that billions, not just millions, of taxpayer dollars would be better applied to the things that citizens want and deserve. So much of what many jurisdictions spend money for relates to what officials believe their city should have, rather than the things that would elevate quality of life for their citizens. I have heard this referred to many times as "urban manhood." This is the faulty idea that we can't be a real city, unless we are able to build, obtain, construct the things that define a true urban community. It is simply nonsense. Your goals that you have set for 2014 and 2015 will do nothing more and nothing less than raise the quality of life in our community. I congratulate you on this. Thank you for thinking of the citizens first. Meanwhile, I will be meeting with our staff next month to begin assembling the business plan that will implement your goals. At the same time, I am assembling midyear reports that will illustrate our progress specific to this year's goals. I should have that for you in the next few weeks.

I look forward to tonight's Share the Magic event. This is a unique opportunity for the Mayor and I to describe where West Jordan is heading in the decade to come and beyond. The Mayor will deliver his State of the City address, while I will describe our branding initiative and solicit the assistance of our community in helping us realize the lofty and audacious ambitions of this campaign. You will hear tonight that I do not believe successful branding necessarily follows the effective implementation of public relations and advertising strategies. True metamorphosis, and brand change occurs because we are willing to change. As I have quoted many times in the past, ". . . we must become the change that we want to see" in West Jordan. Therefore, I will be inviting those in attendance to join me in a (and Justin loves when I use this word) "paradigm" shift. Our first step toward realizing brand change is to simply speak and behave our brand. I described that in my first community, which shall remain nameless, we were able to establish an effective brand because we believed it with all our hearts first. We walked with a swagger, because we didn't just think that we were the best, we knew it. I know that we have the same opportunity here in West Jordan. Again, I look forward to seeing you tonight and celebrating a new direction for our City.

Here are some other things happening around the City:



## **FIRE**

### ***Operations***

A three year old child was hit by a neighbor driving their van at a very slow speed. The neighbor carried the child to the child's home. EMS and Police were contacted. No injuries.

Medic Ambulance 53 and Ladder 53 responded to the report of a cardiac arrest per West Jordan Police on scene. Fire arrived on a female who was not alert, breathing but not conscious. The patient had called her husband who was not on scene and told him of her decision to take her life. Her husband called 911 which prompted the quick response of WJPD officers. The officers arrived to find the patient with a bag over her head with a zip tie holding the bag tightly around her neck preventing her to breathe. The patient's hands and feet were also zip tied together which would prevent her from removing the bag. Upon making entry into the residence, officers found the patient on her bed where Officer Kyle Bickham tore the bag open. As the officer tore the bag open, the patient was then able to breathe again preventing certain death. These officers Kyle Bickham and Ian Adams should be commended on their quick thinking. The Fire Department then transported the patient to the hospital for further evaluation where she was able to communicate with staff and paramedics.

On Sunday afternoon Station 55 was dispatched on a single vehicle rollover at 9200 South Mountain View Corridor. A vehicle with one occupant left the highway at 9200 South Mountain View Corridor and went off an 80 foot embankment rolling then landing on its wheels. The driver was able to get out of the vehicle and climb to the highway to signal for help. We arrived to find a female sitting in the vehicle she was able to flag down. She had cuts on her knee and hand otherwise she was in "Alpha" condition. We placed a "C" spine collar on her then placed her on a backboard for precautionary measures. She was then transported to JVHC Hospital and sent into the trauma room for further evaluation.

### ***Emergency Management***

We are working with Jordan Valley Medical Center's disaster committee as they prepare for the flu season. Age 35 to 55 is a target group for the H1N1 strain that is hitting this year. Fortunately that strain is included in this year's flu shot. Not too late to get the shot.

## **LEGAL DEPARTMENT**

### ***Code Enforcement***

New Complaints	12
Complaint Reviews: Founded	37
Unfounded	1
Notice of Violation Issued	36
Compliance Inspection (14 day)	11
Compliance Letters Issued	11
Phone Calls, Emails and Walk-ins	72
Follow-ups	60
Subpoena Service	3

## **POLICE**

Officers responded to a male in his twenties threatening to shoot himself. It was reported the suspect had an assault rifle and a hand gun. Witnesses saw the suspect pointing the pistol at his head threatening to shoot himself. He also talked about “suicide by cop”. Officers surrounded the house and could see the male pacing with a gun through a window. Officer Clark talked with the suspect on the phone in attempt to calm him down. He established the man was suicidal and had a least two loaded weapons. Officer Clark talked with the man for about 25 minutes and convinced him to put the guns down and exit the home. The man exited the home and was taken into custody without incident.

Officers Adams and Bickham responded on a report of a suicidal person. Once they got into the home, they located the subject in an upstairs bedroom. She had zip-tied her feet and hands and had placed a garbage bag over her head and secured it with a zip-tie around her throat. When we found her she was unconscious, not breathing, and not moving at all. To all appearances she was dead, and the plastic had been pulled into her throat. Officer Bickham did not hesitate, and immediately tore a hole in the plastic. He cut the zip-tie from her throat and pulled the bag off her head. Officer Adams immediately checked her vital signs, and found she had a slow and weak heart rhythm. The subject started breathing on her own, and eventually regained consciousness following transport to the hospital. Without Officer Bickham’s immediate life-saving measures, this suicide attempt would have been completed. Officer Bickham is directly responsible for saving a life.

Officer Hercules stopped a vehicle on Bangerter Hwy for a no insurance violation. Officer Hercules discovered that the driver was in fact not insured, had a suspended driver’s license, and had warrants for his arrest. The suspect was arrested and searched incident to his arrest. The search revealed an amount of white powder, which field-tested positive for methamphetamine, some drug paraphernalia, and several edged weapons. Since the suspect has several felony convictions he is considered a restricted person and is unable to possess weapons. The suspect was booked on several charges including the drug and weapons offenses.

K-9 Officer Gray stopped a vehicle for a no insurance violation. The driver provided a false name, but his true identity was later discovered. During the stop Officer Gray discovered that the driver and the passenger had warrants for their arrest, and took both suspects into custody. A K-9 sniff of the vehicle revealed a sizeable amount of high quality marijuana hidden in the trunk. Both suspects were arrested and booked into the county jail.

Professional Standards and Training completed Animal Control testing and two background investigations have been started to hire the new animal control officers.

## **DEVELOPMENT SERVICES**

### ***Economic Development***

Staff completed review and editing of proposed changes to the Salt Lake County policy for evaluating Community Development Area (CDA) applications. The proposed policies would be used for evaluating applications for tax increment financing for Community Development Areas submitted by local city redevelopment agencies. Salt Lake County requested participation in the review of all local economic development agencies within their jurisdiction.

Staff began work on updating brochures used for recruiting economic development to the city. For the first time, staff is planning to prepare four separate flyers which include manufacturing, commercial service /retail, information technology (IT)/communications and office corporate/head-quarters. These flyers will be used for various purposes. Most of their use will be for electronic distribution in recruitment of economic development.

***Development Review***

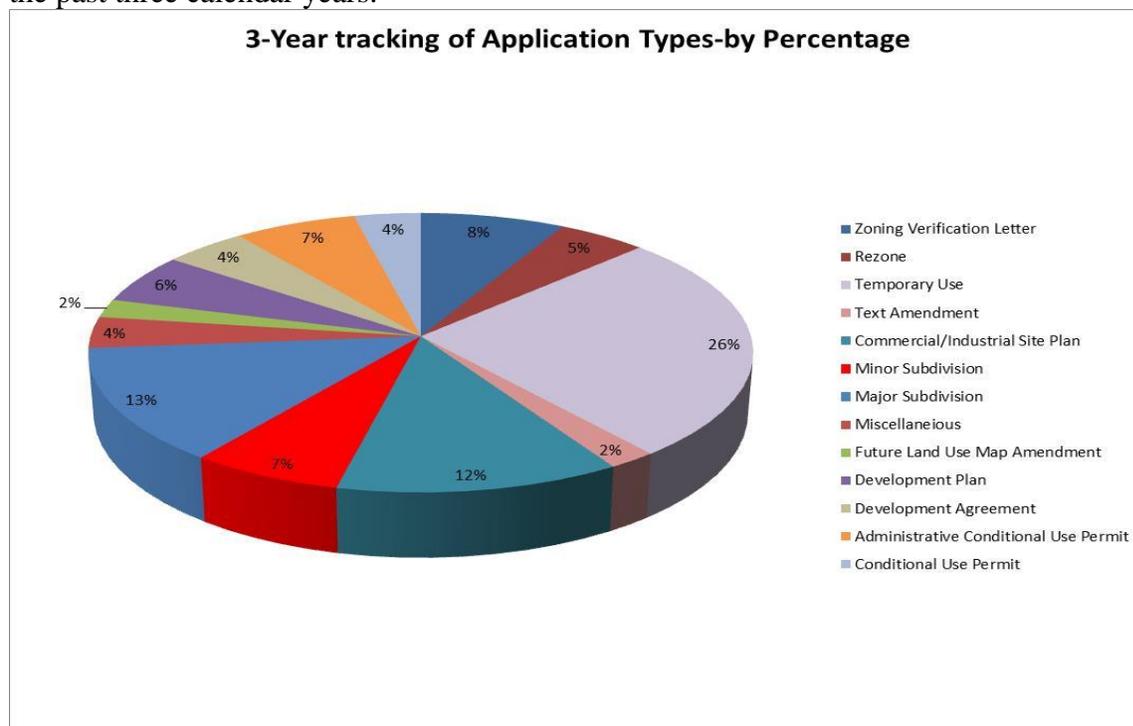
On January 21, 2014, the Planning Commission granted Preliminary Subdivision Plat approval for the Jordan Meadows Park Subdivision; a 5-lot single family project located at 7544 S. 2200 W. in an R-1-8 zoning district.

On January 21, 2014, the Planning Commission approved the Preliminary Subdivision Plat (7-0 vote), Preliminary Site Plan (6-1 vote), and Preliminary Development Plan (7-0 vote) for the *Station at Gardner Mill* located on approximately 11-acres at 7659 South 1300 West. The *Station at Gardner Mill* is a proposed 224-multi-family unit complex comprised of five, four story structures, a clubhouse, swim pool, and various other amenities. The Development Plan (required in all Planned Community zoning districts) will be reviewed and ratified by the City Council in an upcoming regularly scheduled meeting.

The Planning Staff is currently reviewing and processing 28 active development projects. Four (4) new applications were received between January 9<sup>th</sup> and January 23<sup>rd</sup> – they are as follows:

A Site Plan for the proposed Fire Station #54 at 9351 S. Hawley Dr.; a plat amendment to adjust phasing for the Maples East Subdivision located at approximately 6500 W. 7800 S.; a major subdivision for Henry’s Place – a 29 lot single-family subdivision located at approximately 8300 S. 2200 W.; and, a text amendment request by Questar Gas to permit public utilities on lots without street frontage.

Below is a pie-chart showing the types of major applications that have been submitted over the past three calendar years.



### ***Community Development and CDBG***

Staff participated in the kickoff meeting for the Salt Lake County East-west Trail planning project.

Staff coordinated meeting with Salt Lake County to discuss the possibility of participation of West Jordan in the Salt Lake County Revolving Loan Program for economic development.

Staff reviewed the budget for the Jordan River Trail project after receipt of the 9000 South Tunnel bids and start developing alternative projects for existing funding.

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

Building permits reviewed: 8

Business Licenses reviewed: 6

Signs:

- Permits reviewed and approved: 3
  - Active Temporary Sign Permits: 4
  - Active A-Frame Sign Permits: 28

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

Building permits issued during the two-week period include 6 new single family dwellings, 12 miscellaneous residential permits, and 7 miscellaneous commercial permits for a total valuation of \$3.1 million.

Inspectors performed 255 field, investigative, and complaint inspections.

The One Stop Permitting Center issued a permit for an electrical back-up remodel for Oracle.

## **ADMINISTRATIVE SERVICES**

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

Attended seminar at GBS Benefits to learn more about their cost saving efforts with insurance providers. Worked with directors to evaluate and prioritize green sheet requests for 2014-15 budget. The project was very successful and has already saved the City Manager considerable time in evaluating the requests. Ongoing prep. work on Stone Creek Assessment Area and other development projects. Attended meeting with staff and Salt Lake County officials to discuss revolving loan fund for business in the City. We have an opportunity to be part of an effort to influence economic growth and job creation. More info. will be brought to the Council for a decision. Coordination on Lean project, budget efforts and other issues. A big thank you to Council and staff for their efforts with the Strategic Planning Meeting last week. The outcomes of the meeting will be available soon and the meeting was a huge success in developing goals for the 2014-15 budg

### ***Human Resource***

Open Positions: Water System Operator I, 1/10/14 – 1/27/14. P/T Domestic Violence Victim Coordinator, 1/10/14 – 1/24/14.

In Process: Background investigations are ongoing for Animal Control Officer, Community Service Officer and Police Officer. A job offer has been extended for Utilities Superintendent. Interviews for Street Maintenance Worker I, II and III will be held on 1/23/14 and 1/24/14. The Parks Department is reviewing the applications for Park Maintenance Worker II.

Recently Filled: Marisha Manzano was promoted to Senior Police Officer effective 1/12/14. Nate Reasch was promoted to Fire Engineer effective 1/26/14. Chris Trevino was promoted to Fire Captain effective 1/26/14. Sam Tracy (Fleet Mechanic) will be starting on 1/27/14. We have started our Employee Biggest Loser program. We have around 80 employees participating and in the first two weeks we lost 245 pounds!

### ***Information Technology***

Development: Reviewing and preparing Contract and Statement of Work (SOW) documents for the ERP system. Data corrections and print prep for the annual Pet License renewal process. Setting up and updating the 2014 Western Stampede site. Perform several database backup processes.

Network: IP Telephony Training, Moved Cisco switches in main rack and prepped configuration for server/switch migration. Vendor meetings to discuss future telephone needs and Wide area network upgrades.

### ***Treasury***

Working with Wells Fargo Bank to set up a Revolving Line of Credit for Emergency Funding needs. We have noticed the need in case of emergency preparedness. This line of credit is short term and would need to be replaced with more permanent financing later. It is a 12 month. The line of credit is for \$5,000,000. This does not cost the City anything unless used. Working with an internal committee to get started on the water, sewer and storm water rates for next fiscal year.

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

Customer service and utility billing reps sent 5,175 utility bills, 309 delinquent letters, and processed 4,377 transactions.

### ***Events***

Sponsor proposals for the 60<sup>th</sup> **Western Stampede** are still being presented. Planning is in full swing and progressing well. **Pioneer Hall** will be busy this spring with multiple applications for weddings and receptions. Sports tournaments and leagues have started submitting their applications and schedules for use. We have approximately three new **soccer leagues** and one new tournament requesting use of the Youth Sports Complex. **Meet the City** will be March 5 from 6-9pm at City Hall. **I Love West Jordan Day of Service** is scheduled for April 26<sup>th</sup> with check-in between 7 and 8am. Please ask your friends and neighbors to plan on coming out to beautify West Jordan.

### ***Public Information***

Dannon will be holding a Town Hall meeting February 11<sup>th</sup> at 7pm at Copper Canyon Elementary to discuss their processes and the things they are doing to minimize odor. A postcard will be mailed to those residents and businesses within 3,000 feet of Fire Station #54 notifying them of the upcoming demolition/rebuild. Migrating the Western Stampede

website to a simpler tool so that IT doesn't have to do updates. Obtaining pricing for newsletter options to replace the West Jordan Journal. Met with Economic Development to update collateral material and create different versions targeted to specific industries. Logo designer implemented requested changes and submitted various logo versions for Council review at the January 29<sup>th</sup> Council Meeting.

## **PUBLIC WORKS**

### ***Streets***

Replaced two residential street light poles that were hit by vehicles.

Gathered materials and met with Wastewater staff to install a power line trench and wiring for a lift station at Gardner Village.

Poured concrete and set anchor bases for new school lights at four locations.

Completed two large road repairs in Shadow Mountain Subdivision.

Completed asphalt repairs on Grizzly and 7800 S approx. 5500 W.

Had two sweepers sweeping on mains (9000 S, 7000 S, Grizzly, 4800 W)

Crack sealed 7800 S from New Bingham to Airport Rd.

Crack sealed northbound lane of Airport Rd from 7800 S to 6200 S

Graffiti was removed from 3 public (23 sq. ft.) and 9 private locations (1,035 sq. ft.) for a total of 11 locations (1,058 sq. ft.)



### ***Parks***

Met with the alarm company for installation of burglar alarm at the Veterans Memorial maintenance garage

Conducted annual league representative meeting.

Started on list of tree complaints throughout the city.

### ***Wastewater***

Sewer TV areas	7000 S 1300 W, Mountain Vistas
Total Footage Videoed	361.4'
Sewer General Maintenance	1,833'
General Maint. Cleaning	Truck line Crawford Estates, Sycamores, West Jordan Estates

### ***Storm Water***

Staff cleaned 1,360' of storm drain/irrigation pipe from 8050 S to 7900 S 1300 W. The scrub footage was 3,261' and vacuumed out twelve inlet boxes and five manholes.

Dug out part of the Cemetery pond this week. The pond has about a foot and a half of excess sediment in it. The excess sediment is clogging our pipes that feed the cemetery pump house.

Helped the TV crew locate three missing manhole lids in the intersection of 7000 S 1300 W

### ***Water***

Marked 149 blue stakes throughout the city.

Worked on 22 commercial meters around the city. This included 6 register replacements and 12 complete meter replacements.

Made changes to the water overtime tracking database to include the newest employees in the department.

Door tagged 2700 W from 9000 to 9400 S for a night time shutdown on Friday January 17<sup>th</sup>.

Staff took 82 samples around the city. These included 40 routine samples, 2 investigative samples, and multiple water chemistry samples.

Responded to various work orders that included:

- Water quality complaints including tastes and color issues
- Low pressure complaints
- Possible water leaks
- No water complaints
- Repaired service line breaks at the following locations:
  - 6390 S 3811 W
  - 6778 S 3865 W
  - 8043 S 6945 W
  - 9110 S 2629 W
- Repaired fire hydrant in the back of Public Works
- Replaced a meter, meter box, ring and lid located at 7695 S 1570 W
- Installed a 12" re-setter on meter located at 8600 S 1490 W
- Moved and replaced meter box 3' away from a tree that was growing into the meter box located at 9290 S 2618 W.



The proposed HAWK Crosswalk project came about from a key recommendation in a Road Safety Audit conducted by Salt Lake County and West Jordan City on the safety of vehicles and pedestrians on 6200 S between Bangerter Highway and 5600 W in October 2012. Two serious pedestrian crashes have occurred at the crosswalk location over the past 5 years.

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

Staff reviewed 3 plats, created new legal for Grizzly tank easement, reviewed 9 legal descriptions and created a map.

Researched and fixed 5 address conflicts and completed STIP drawings.

Staff attended Utah Division of Emergency Management meeting to discuss how Colorado dealt with recent flooding.

Built a geodatabase with pilot data put together and sent to Cityworks (Asset Management).

Met with the Sewer and Storm Drain operations to discuss ways to improve the data.

Trouble shoot GPS issues with Water division.

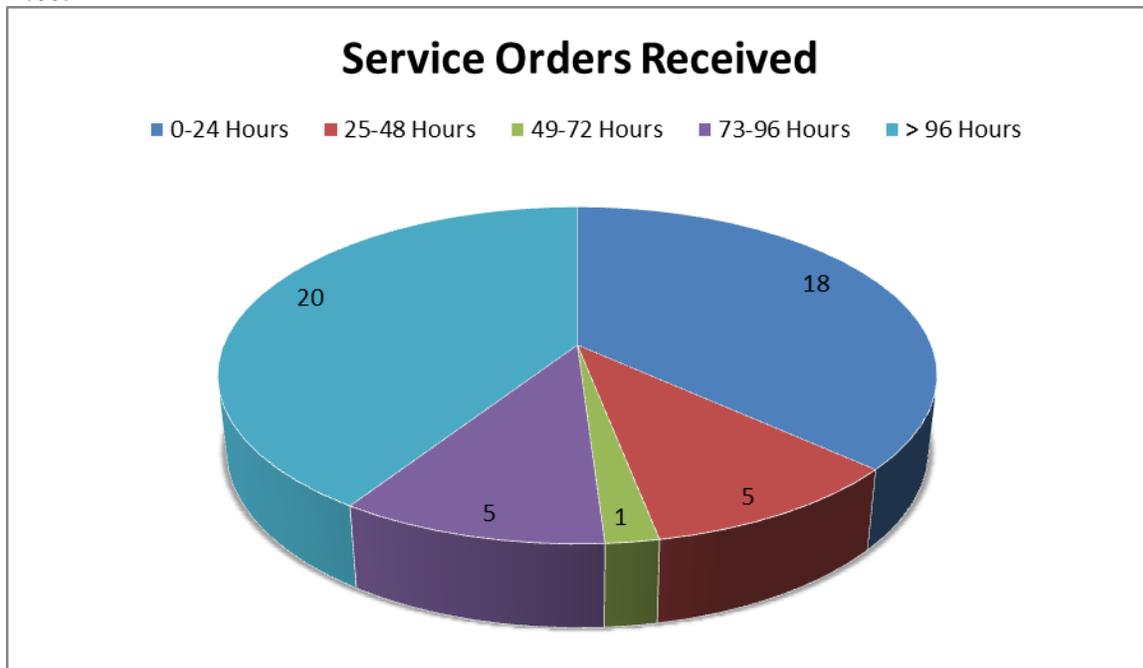
Corrected city boundary discrepancies on VECC database.

***Maps***

Updated snow plow priorities map.

Conducted training classes to introduce City Hall staff to the GIS Online Map. Added functionality to the viewer including the ability to turn on street, parcel, and house number labels. Added owner address info, business district info, other misc. changes and bug fixes.

***Fleet***



General repairs – 48  
PM services – 21  
Repairs from PM’s – 7  
Road calls – 1  
Accidents – 1

**CITY MANAGER’S OFFICE**

***City Clerk***

The City Clerk continued to work with Cameron Diehl with the Utah League of Cities & Towns regarding the proposed HB 252 for the 2014 Legislative General Session, regarding ‘Absentee Ballot Amendments.’ A meeting is scheduled at West Jordan City Hall, Wednesday, February 19, 11:30 a.m., with the Greater Salt Lake Clerks and Recorders Association to review the Absentee Ballot process (Vote by Mail) that we just completed, as well as the proposed HB 252. We will have numerous Clerk’s and Recorders in attendance, along with Sherrie Swensen, Salt Lake County Clerk, Rozan Mitchell, Salt Lake County Elections Director, and Cameron Diehl, Utah League of Cities & Towns.

Over the past month, the department has received 28 GRAMA requests, with 21 closed, and the remainder outstanding. The City also received two appeals that have been filed with the Utah State Records Committee, regarding GRAMA request denied by the City Attorney’s office.

**Received the following RFP/BID’s:**

RFP – Park & Facility Reservation System – Tuesday, January 14, at 3:00 p.m. – Events

**Contractor**

Dean Evans & Associations, Inc.

BID – Jordan River Parkway Pedestrian Tunnel, Project PK 13-1 – Wednesday, January 22, at 2:00 p.m. – Capital Projects

<b><u>Contractors</u></b>	<b><u>Bid Amount</u></b>
Miller Paving	\$929,521.80
Noland & Son	\$764,950.00
Wardell Brothers	\$990,395.00
Lyndon Jones	\$667,173.00
Condie	\$922,561.60
ACME	\$877,820.20
Vancon	\$937,934.00
Geneva Rock	\$833,208.10
Gerber Construction	\$883,844.43
Allied Construction	\$853,458.99

S & L, Inc. \$974,149.02

COP Construction \$794,893.20

**Pending BIDS/RFPS:**

SOQ – SCADA/Telemetry System Analysis Services – Monday, January 27, at 3:00 p.m. – Public Works

BID – West Jordan Well No. 6 Project, project number CW 14-01 – Wednesday, January 29, at 2:00 p.m. – Capital Projects

BID – Fire Station 54 Demolition 9351 S Hawley Park Rd (5595 W) – Thursday, January 30, at 1:30 p.m. – Capital Projects

BID – 5600 West Improvement Project Phase 2B, RD 13-11 – Thursday, January 30, at 2:00 p.m. – Capital Projects

BID – Solid Waste Maintenance Building, Project GN 14-3 – Wednesday, February 5, at 2:00 p.m. – Capital Projects

## CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, January 24, 2014

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

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	<p>calendar year. At any time the Council desires to reevaluate the need for a lobbyist and determines that funding for such is desirable and necessary, staff will respond accordingly. I expect that we will be able to discuss this issue more comprehensively during the January retreat.</p> <p><b>November 8, 2013</b> -- Our staff had the opportunity to meet with the John Hiskey of Sandy City in an effort to glean from that community. The most effective means they have employed to advocate for funding on the Hill. The meeting was very helpful and provided us with some insight into how that community utilizes lobbyists. Specifically, Sandy officials have found that the more focused they can be with regard to desired outcomes, the more effective their lobbying efforts are. Sandy maintains a fleet of lobbyists on retainer who advocate for funding associated with larger capital projects and also significant issues. I look forward to having a broader discussion with you in January related to our potential use of lobbying.</p> <p><b>January 24, 2014</b> -- The desire of the Council, coming out in the strategic planning retreat, was to focus energy on hiring an economic development director. Meanwhile, the Mayor has joined our legislative team and has committed to providing a presence at the legislature. We also now have a system of collecting legislative information, channeling that intelligence to our Council, and then obtaining positions from them relative to specific pieces of legislation. We continue to evaluate the system, and are eager to follow any directive that the Council sees fit to communicate.</p>		
Amendments to the billboard section of the zoning code	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	Tom Burdett	In Progress

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	<p>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 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</p>		

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	<p>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><b>December 13, 2013</b> - 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>Wind &amp; solar system amendment to the zoning code</p>	<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 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</p>	<p>Tom Burdett</p>	<p>Delayed</p>

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	<p>consideration by City Council in January.</p> <p><b>January 24, 2013</b> – 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>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 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><b>January 24, 2013</b> – Changes will be scheduled for the March 4<sup>th</sup> meeting of the planning commission.</p>	<p>Tom Burdett</p>	<p>In Progress</p>
<p>Redwood Road Corridor</p>	<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</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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	<p>prepared.</p> <p>Two new shape files were created for the Redwood Road Corridor Study. One of these files shows all driveways and curb cuts along Redwood Road. The other file shows all major vehicular intersections, not including train crossings.</p> <p>Staff continues to work on compiling background information on the study, where current work is focusing on streetscape options.</p> <p>Staff met with a consulting group from Zions Bank to discuss data gathered for a market leakage analysis being conducted for the city with implications for the Redwood Road Corridor Study.</p> <p>Staff is preparing to incorporate the recommendations from the market leakage analysis, being conducted by Zions Financial Advisors, into the study. Progress has been slow due to the surge of current planning assignments. As soon as the market leakage analysis is finished, it will be integrated into the Redwood Corridor draft plan.</p> <p>Staff is preparing a new section to incorporate the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the study.</p> <p>Mayor Johnson met with other 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</p>		

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	<p>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><b>December 13, 2013</b> – 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>		
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</p>	Rick Davis	In Progress

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	<p>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 intended that this meeting assist us with the</p>		

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	<p>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 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><b>January 10, 2014</b> -- 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</p>		

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	<p>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 Council consideration in February.</p>		
<p>Development Visioning</p>	<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 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</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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	<p>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><b>January 24, 2014</b> – A public hearing to amend the city’s General Plan to include the vision statement is scheduled for February 4, 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><b>December 13, 2013</b> – 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 minor changes be prepared to the temporary</p>	Tom Burdett	In Progress

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	<p>sign sections to allow some time frames (exemptions) for businesses impacted by major road construction.</p> <p><b>November 1, 2013</b> – Code amendments are being drafted and are anticipated to go to the planning commission in February 2014.</p>		