



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL
Week ending January 31, 2014**



Dear Mayor and City Council:

This week I have had the opportunity to look at some preliminary designs for our new downtown area. It's exciting to see this plan began to take form. The vision for the downtown, as it sits right now, is to establish a place of business and living that will increase the daytime population of our downtown area and bring a theme and quality to our central business area that will be replicated in other areas in our city. Our new downtown core will be a place where people gather to dine, to work, and to simply live their lives. The transit component is a particularly powerful element of the downtown plan. With its connectivity to Salt Lake City, we can envision university students, medical professionals, and business people living in and commuting from our downtown. Integral to the process of remaking our downtown is the process and task of addressing the appearance and functionality of Redwood Road. Designs currently envision the placement of new streetscapes and medians along our length of this important corridor. Also part of this vision is the construction of a sky bridge that would link our governmental campus to the development east of City Hall. Within a very short timeframe, we will be able to share more specific designs with you. To say the least, what I have been able to look at to this point is nothing short of very exciting.

The redevelopment of our central core will have a significant impact on our rebranding efforts. I believe our city will never be the same again. I mean this in a very positive way. Gone will be the days when commercial brokers tell us that Redwood Road "... just doesn't show well." I believe we can make our stretch of Redwood the most attractive in the Valley. It's going to take time to be sure. It is also going to take a significant amount of funding. Please be assured that we are in the process of investigating funding sources for Redwood Road modifications. Nevertheless, we need to remember that our stretch of Redwood is highly residential. There are things that we can do with streetscapes, medians, and lighting; but we are somewhat limited with regard to modifications to private properties. Regardless, we will be bringing to you a plan this budget year to assemble a comprehensive streetscape design for Redwood Road. We are also working with the Legislature to possibly identify funding that will enable us to implement that plan. We will certainly keep you informed of our progress.

Now here are some other things happening around the City:

FIRE

Operations

01/28/2014 – At 01:28 hours, West Jordan and Unified Fire responded to a single car accident at approximately 5700 West and Old Bingham Hwy. Upon arrival, crews found the driver of the vehicle was DOA after hitting head-on into a power pole. The passenger, a 21

year old male had walked to a UTA TRAX station to call 911. Medic Engine 55 was then re-dispatched to that patient who had suffered non-life threatening injuries to his head and jaw and was hypothermic. Patient was transported to IMC hospital.

01/28/2014 – At approximately 13:20 hours, West Jordan Fire and Police units were dispatched to a gunshot wound. Upon arrival, crews found a 19 year old male patient who had accidentally shot himself in the head with a .45 caliber hand gun. Patient was not breathing but initially had a very slow, weak pulse. After a few minutes of treating the patient, his heart stopped. Due to the extent of his injuries, resuscitative efforts were ceased in concurrence with the online physician. Patient was then released to police for further investigation.

Training

The training division along with FF/PM Dave Rollins has been teaching the “Save your own” classes at station 54. Most of the training that we do is for saving other people’s lives or property, but this training focuses on techniques that help firefighters save themselves or other firefighters from dangerous situations. These techniques include breaching walls, window bailouts, removing injured firefighters from confined spaces and rapid egress through 2nd story floors and above. The training has been going very well and has been attended by all on duty personnel as well as those at station 54/107 from UFA.

Prevention

13 new business license and construction inspections were completed this week by the Fire Marshal’s Office as well as a number of hours in review of the Highlands Commercial/Smiths and Oquirrh West projects and a potential development at 9400 s & U-111.

AMINISTRATIVE SERVICES

Budget

Developing revenue projections for the upcoming budget cycle.

Utility Billing & Customer Service

Customer service and utility billing reps sent 1,586 utility bills, 232 delinquent letters, and processed 5,029 transactions.

Events

Met with Finance and the **Western Stampede** Chairman this week and reviewed expenditures and revenues for the 2014 60th Western Stampede. Their next meeting is on Thursday, February 6th at 5:30 at City Hall. **Sports leagues** and tournaments continue to submit and follow up on their applications. Tournament applications are all due on or before February 28th to receive priority scheduling. Pioneer Hall scheduling continues, and I’ve received three more large event rentals for parks. **Meet the City** is March 5th from 6-9pm at City Hall. **I Love West Jordan Day of Service** is scheduled for April 26th 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 is making progress on determining the source of the odor and will be holding a Town Hall meeting February 11th at 7pm at Copper Canyon Elementary to discuss it. The new Western Stampede is live and is a simpler tool that doesn’t require IT support for updates. Met with public works, finance, and engineering to fine-tune and improve phone call routing for improved customer service. Obtaining pricing for newsletter options to replace the West

Jordan Journal. Creating marketing collateral for economic development to target specific industries. Working with logo designer to make requested changes per Council direction from the January 29th meeting.

Human Resources

Open Positions: Crossing Guard. **In Process:** Background investigations are ongoing for Animal Control Officer, Community Service Officer and Police Officer. Final interviews for Street Maintenance Worker I, II and III will be held next week. Interviews for Parks Maintenance Worker II are being held 1/30/14. Public Works is reviewing the Water System Operator I applications and interviews will be held on 2/5/14. Interviews for the P/T Domestic Violence Victim Coordinator will be held on 2/3/14. **Recently Filled:** Adam Favero (Utilities Superintendent) will be starting on 2/18/14. We will be starting two Crossing Guards on 2/10/14. We have started our Employee Biggest Loser program and the next weigh-in will be on 2/4/14 in HR.

Information Technology

Development: Reviewing and preparing Contract and Statement of Work documents for the ERP system. Set up a new Western Stampede site. Performed several database backup processes.

Network: Migrated all servers from 2960 switch over to 3560 switch. IP Telephony training.

Systems: Built VMView Horizon Transfer and Composer Servers. Built several VMView Horizon VM Pools.

CITY MANAGER'S OFFICE

City Clerk

The City Clerk's Office worked closely with the Office of Development Assistance and the Attorney's Office to coordinate the preparation of documents for the Council agenda January 29, regarding the Smiths/Peterson Commercial Development. Kudos to all for their diligent work! Staff's efforts resulted in the item being presented to the Council, going through without any problems during the meeting!

Received the following RFP/BID's:

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

Contractor

Dorsett Technologies

Bowen Collins & Associates, Inc.

MWH

AEEC, LLC

WETCO, Inc.

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

Contractor

Widdison Turbine, Inc. - \$169,127.00

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

<u>Contractors</u>	<u>Total Bid Amount (Base Bid +alternates A + B + C)</u>
Hadco Construction, LLC	\$11,105,483.94
Goran, LLC	\$10,401,842.32
Geneva Rock Products, Inc.	\$8,447,537.95
Granite Construction Company	\$8,632,354.11
Reynolds Excavation	\$8,431,192.50
S & L, Inc.	\$10,867,780.13
Whitaker Construction Company	\$8,899,536.75
Knife River Corporation-Northwest	\$8,776,200.65
CraCar Construction Company	\$9,112,883.22
Kilgore Contracting, LLC	\$7,183,442.00

Pending BIDS/RFPS:

BID – Fire Station 54 Demolition 9351 S Hawley Park Rd (5595 W) – ~~Thursday, January 30, at 1:30 p.m.~~ **Tuesday, February 4, 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

RFP – Architectural Design Services to design a new park maintenance facility at Ron Wood Park – Thursday, February 13, at 2:00 p.m.

Office of Development Assistance

New applications received:

Maple Hills Phase 1A & 1B subdivision – 6400 West 7800 South
Redwood Professional Plaza Condominium Amendment – 8800 South Redwood Road
A&K Recreational Rentals Conditional Use - 8901 South 1300 West
Multi-Tenant Retail Cash America, Conditional Use, Prelim Development Plan,
Prelim Subdivision and prelim site – 7800 South Redwood Road
Fire Station # 54 – CIP project

Redline return meetings held:

Sunset Ridge Oak 1 LDS Church Subdivision
Three Forks Phase 7
Echo Ridge Phase 4

Revised plan(s) returned for staff review:

US Bank Subdivision

Meetings held w/developer(s):

Smiths

Pre-Applications Meeting(s)

Baker 2 lot Subdivision – 4277 Farm Road

Preconstruction meetings held:

CL Wayman Commercial Site Plan – 5535 Leo Park Road
Maple Hills Phase 2 – 6400 West 7700 South

POLICE

Professional Standards and Training

A qualifying handgun shoot was held for the officers receiving our new 9mm pistols.

Handgun training was conducted this week focusing on shooting behind cover and target identification.

Building Security

The Constables Office has assumed responsibilities for court security. Building Security has been training them in this transition.

LEGAL DEPARTMENT

Code Enforcement

New Complaints	11
Complaint Reviews: Founded	39
Unfounded	3
Notice of Violation Issued	39
Compliance Inspection (14 day)	14
Compliance Letters Issued	13
Phone Calls, Emails and Walk-ins	65
Follow-ups	51
Subpoena Service	9
Defaults Filed	22

DEVELOPMENT SERVICES

Economic Development

A second meeting was conducted to review the concepts prepared by the Babcock Design Group for the City Center master plan. Participants included Arbor Land Development, Utah Transit Authority, the city’s Development Director and City Manager. This collaborative effort is moving forward with exceptional positive contributions from all parties. The plans are evolving with Transit Oriented Design (TOD) criteria towards a unique City Center plan.

The Director has scheduled meetings with two developers who are interested in locating two new free standing pharmacies in the city. One developer is planning to build a new building on Redwood Road. Another developer is considering several possible locations to serve the western portion of the city. This is a national company that is expanding into Utah for the first time.

The Development Director and City Planner met with real estate brokers who are looking at siting retail, office, warehouse development in the city. Two sites are being evaluated around the South Valley Regional Airport. Both sites are viable for this development. The developer represented by the brokers has a strong history of successful developments in the valley and would fill a unique niche for business opportunities in the city.

The Development Director, City Planner, Deputy City Attorney, and Senior Planner met with a representative from Reagan Outdoor Advertising to discuss the changes to the draft amendment to the sign code regarding digital billboards. Included in the discussion is a separate proposal for billboard relocations and one replacement in the city. This strategic redevelopment, if mutually supported by both parties, will lead to the drafting a specific development agreement between Reagan Outdoor Advertising and the city.

Development Review

On January 28th, 2014, the Design Review Committee conducted a regularly scheduled meeting. During this meeting a new chair and vice-chair were elected, with Jeff Bardin being voted-in as the new chair replacing Paul Hirschi, and Holly Bell being voted-in as vice-chair - replacing Jeff Bardin.

On January 29th, 2014, the Board of Adjustment conducted a regularly scheduled meeting. During this meeting a new chair and vice-chair were elected, with David Pack keeping his seat as chair of the board and Ellen Smith being voted in as vice-chair – replacing Bill Rawlings. Planning Staff and Robert Thorup from the Attorney's Office conducted a small training scenario and discussed the Open Meetings Act.

On January 29th, 2014, the City Council approved an ordinance ratifying the Planning Commission's decision to approve the Englefield Heights Sub-area Preliminary Development Plan, setting the density for the proposed development at 3.43 dwelling units per acre. The subdivision contains 66 lots and is located at approximately 6400 West 7800 South. The property is being developed by Garbett Homes. The vote was 7-0 in favor of the request.

The Planning Staff is currently reviewing and processing 34 active development projects. Between January 23rd, and January 30th six new development applications were submitted for review. They are as follows: a request for a conditional use permit for a recreational vehicle rental facility being proposed at 8901 South 1300 West; a major subdivision plat, site plan and development plan for a multi-tenant retail including the relocation of Cash America to the south side of 7800 South at approximately 1625 West; an amended condominium plat for Redwood Professional Plaza located at 8800 South Redwood Road; and, a temporary use permit for Arepa's In/Out located at 1624 West 7800 South.

Zoning & Enforcement

Building permits reviewed: 3

Business Licenses reviewed: 20

Temporary Use Permits: 1

Signs:

- Active Temporary Sign Permits: 4
- Active A-Frame Sign Permits: 28

Building & Safety

Building permits issued during the past week include 4 new single family dwellings, 1 multi-family building with 4 living units, 7 miscellaneous residential permits, and 5 miscellaneous commercial permits for a total valuation of \$2.1 million.

Inspectors performed 127 field, investigative, and complaint inspections.

PUBLIC WORKS

Streets

Graffiti was removed from 4 public (904 sq. ft.) and 9 private locations (240 sq. ft.) for a total of 13 locations (1,144 sq. ft.).

Assembled and installed (4) solar school lights that replaced obsolete inventory.



Replaced (3) thirty foot light poles that were damaged by vehicles



Parks

Reviewing and updating weed abatement plan for upcoming season

Conducted annual league representative meeting

Started on list of tree complaints throughout the city

Wastewater

Crews hand dug a 35' long trench for a power conduit install at Gardner Village for the sewer meter station power supply. Had to hand dig due to multiple buried power lines and couldn't use hydro-excavator due to low hanging high voltage power lines

Water

Marked 94 blue stakes throughout the city

Read 250 commercial meters around the city

Met with the contractor at 2700 W to plan for the upcoming shutdown of the old 10" water line

Contractor work around the city:

2700 west 9000 to 9400 south

- Flushed phase 2
- Sampled phase 1 & phase 2
- Put phase 1 into service

Echo Ridge

- Flushed phase 3
- Sampled phase 3

Cleaned out valve boxes and prepared for next week's shutdown of Julie Ann Way to tie into the new 10" water line

Water staff continued working on the cleaning of the U-111, 3 million, Airport booster, and 2 million gallon reservoirs.

Repaired service line breaks at the following locations:

- 9000 S 4000 W
- 9200 S 4568 W
- 8100 S 6673 W
- 8970 S 6673 W
- 9025 S 3780 W

Staff repaired fire hydrants at the following locations:

- Replaced 3 fire hydrant location flags that were damaged around the city
- 9180 S 6200 W

ENGINEERING

Development Division

A land disturbance permit was granted for Broadmeadow Ph.1 Subdivision located at approximately 6200 W 8200 S. This single family residential subdivision will include a round-a-bout at the intersection of Fall Oak Drive and 8200 S.

GIS (Geographical Information Systems Division)

Reviewed 4 plats, surveyed the Grizzly easement in the field and rewrote legal description.

Updated West Jordan Cemetery map (See Exhibit 1) and completed sewer district map. (See Exhibit 2)

Updated interactive online City Cemetery:

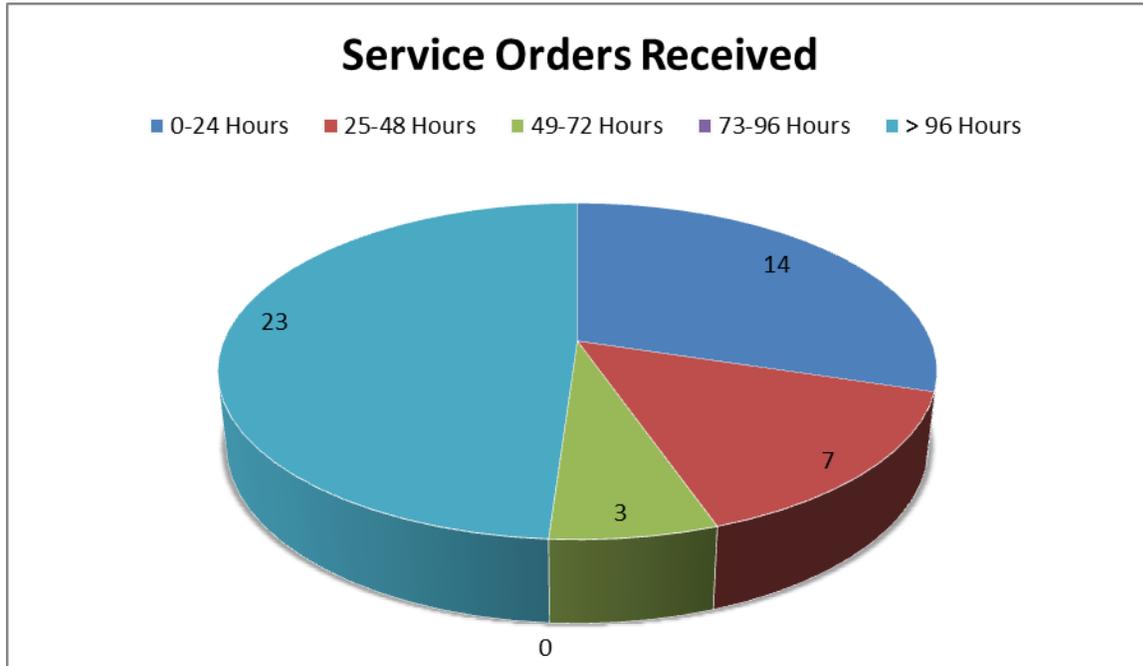
<http://gis.wjordan.com/flexviewers/WestJordanCityCemetery/>

Digitized hill and school zone street information for snow plowing purposes. Updated snow plow districts.

Created interactive neighborhood watch map for Police Chief Diamond and fixed gaps and data issues with VECC database.

Provided UDOT with West Jordan 'Class C' GIS roads data.

Fleet



General repairs – 42

PM services – 21

Repairs from PM's – 2

Road calls – 1

Exhibit 2

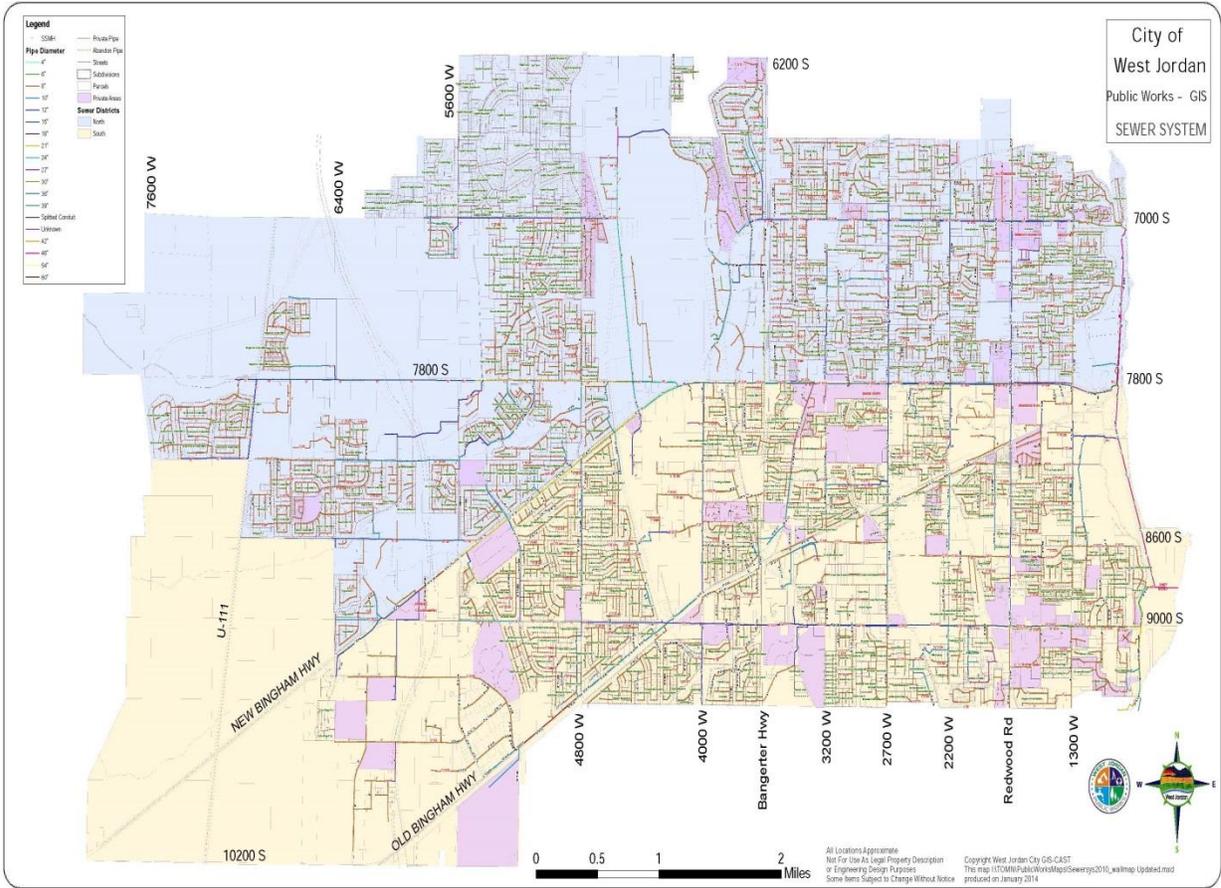


Exhibit 3



PHOTOS

Valve 53:



Valve 54:



Valve 111:



T2S,R1W, SEC.19 SW1/4

Contact: Thomas Nelson for Update of Information 801-569-5173
I:\GIS_DATA\Irrigation Jan 2013



CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, January 31, 2014

<i>ACTION REQUESTED</i>	<u><i>STATUS/PLANNED ACTIONS</i></u>	<u><i>PRIMARY ASSIGNMENT</i></u>	<u><i>TASK COMPLETE</i></u>
<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 19th at 5 p.m.</p> <p>On August 19, 2013, staff met with two Council members regarding developing standards for electronic billboards in the city. Ultimately, the recommendations of this committee will be forwarded to the Planning Commission and City Council for consideration.</p> <p>October 4, 2013 -- Staff met with Reagan Outdoor Advertising on September 26 regarding new permits for billboard relocation and replacement. As yet, no invitation has been extended to Reagan and other industry representatives to discuss possible modifications to the zoning ordinance. And meeting with those representatives, including the committee, is the next step in this process.</p> <p>October 11, 2013 – Staff will be scheduling a meeting with the working committee in the near future to review draft code amendments for digital billboards. In addition, staff will be seeking the committee’s advice on billboard relocations from redevelopment areas.</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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	<p>November 1, 2013 – A draft code has been prepared and reviewed by planning and attorney’s staff members. It will be distributed electronically to the City Council sub-committee for review. It is tentatively scheduled to be reviewed for recommendations by the planning commission on November 19th.</p> <p>November 15, 2013 A draft change to the sign code has been recommended by a sub-committee of city council for submittal to the planning commission. It is scheduled for a public hearing with the planning commission on November 19th at 6:00 pm.</p> <p>December 13, 2013 - Planning Commission conducted a public hearing regarding proposed amendments to the billboard section of the sign code. With consent from members of the billboard industry, the commission continued the code amendment to no later than the end of March. The commission requested additional changes to the distance separation standards for digital billboards.</p> <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>		
Wind & solar system amendment to the zoning code	<p>Staff delivered proposed zoning code changes to the Council for discussion in June based on the workshop from last fall. This project has been delayed due to the resignation of planning staff person assigned to this project. The interviewing process is underway, and we expect to hire a replacement within the month of July.</p> <p>This project is temporarily on hold until the associate planner position is filled. An offer has now been made to an individual who has accepted the offer. We look forward to addressing this project in the near future.</p> <p>October 4, 2013 -- This minor code</p>	Tom Burdett	Delayed

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	<p>amendment will be moving forward for consideration this fall now that the associate planner position is filled.</p> <p>November 1, 2013 –a redraft of the code is expected to be sent to city council in December.</p> <p>December 13, 2013 – A revised draft has been prepared. After review by the City Attorney’s Office, it will be rescheduled for consideration by City Council in January.</p> <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 4th.</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>January 24, 2013 – Changes will be scheduled for the March 4th meeting of the</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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	planning commission.		
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 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</p>	Tom Burdett	In Progress

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	<p>priorities. This meeting included the scope of work for the regional Redwood Corridor Planning Study. Staff is incorporating the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the draft local study for Redwood Road.</p> <p>October 4, 2013 -- Staff is incorporating the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the draft local study for Redwood Road.</p> <p>October 25, 2013 -- The development director and city manager will be visiting, Farmington's Station Park next week with architects and engineers associated with the downtown redevelopment project to identify elements that could be incorporated into the streetscape and other designs in our downtown area. Obviously, these elements could significantly, and will in fact impact Redwood road.</p> <p>November 8, 2013 – Staff is evaluating the possibility of using existing RDA funds to fund a streetscape design and capital improvement project to widen sidewalks, plant landscaping and install street furniture and bus shelters.</p> <p>December 13, 2013 – A budget green-sheet has been prepared to fund a design and cost estimate for Redwood Road upgrades. Staff is preparing for another community workshop in February or March of 2014. Recommended changes to the Future Land Use Map are anticipated to be presented to the planning commission in April of 2014.</p>		
Stone Creek Special Service Area	Staff has begun meeting with representatives of the Stone Creek Area in an effort to develop a plan for improving the landscaping and amenities and providing for the perpetual maintenance of those improvements. The expectation was that a plan would be presented in July. Two	Rick Davis	In Progress

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

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

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	<p>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 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>		
Development Visioning	<p>The committee, chaired by Dan Griffiths, has its first meeting in June with great success. A process flow chart was created to guide the formulation of a vision statement to be integrated into the General Plan based on the foundation and principals of the strategic plan.</p> <p>A status brief was given to the City Council on July 10, 2013.</p> <p>The committee is scheduled to meet on August 15, 2013.</p> <p>The committee met on August 15th. The next meeting was scheduled for September 10th at 5:30 p.m. The committee is working to have a draft vision statement for the General Plan submitted to the City Council this fall.</p>	Tom Burdett	In Progress

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	<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>		
Orphaned properties plan	A large number of small parcels not associated with any specific residential property are going unmaintained and presenting a serious and negative impact to our aesthetic environment. The City 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	Rick Davis	In Progress

<i>ACTION REQUESTED</i>	<i><u>STATUS/PLANNED ACTIONS</u></i>	<i><u>PRIMARY ASSIGNMENT</u></i>	<i><u>TASK COMPLETE</u></i>
	<p>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>		
Sign Code	<p>October 18, 2013 - Amendments to the sign code have been requested by Jordan Valley Medical Center, Utah Transit Authority (UTA) and Boulder Ventures to provide campus type master plan signage in Transit Oriented Districts (TODs). Staff is in the process of drafting the changes. City Council has also requested staff prepare minor changes be prepared to the temporary sign sections to allow some time frames (exemptions) for businesses impacted by major road construction.</p> <p>November 1, 2013 – Code amendments are being drafted and are anticipated to go to the planning commission in February 2014.</p>	Tom Burdett	In Progress