



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL
Week ending March 28, 2014**



Dear Mayor and City Council:

I am in the midst of gearing-up for two conferences from April 7 through the 12th. The first conference is the Utah City Management Association. I will be a presenter at that conference on the subject of program evaluations. There continues to grow quite a bit of interest on the subject, as municipalities struggle to find more and more efficient ways to deliver services. I very much wish our national government was so concerned. Meanwhile, I have been asked to present a session at the League of Cities and Towns Conference, which follows the UCMA Conference. The subject I will be addressing is "Strategic Planning -- Mapping a Course Toward Fiscal Sustainability." I will be presenting with Dan Griffiths, our Strategic Planning Chair. West Jordan has gained some notoriety among those in the community of cities, specific to our community strategic planning endeavors. It's surprising that something as intuitive as asking our citizens what they expect from local government isn't common practice. I look forward to representing our fine city at these two conferences, and I will surely let you know how things go.

Meanwhile, I was pleased with the opportunity to meet with our new Sustainability Committee and address specifically the topic of sustainable parks, trails, and open space support. I found the conversation to be very educational, and I thought that the feedback I received from this committee will benefit our Council as you consider various options in the future. One such piece of advice from one of the committee members recommended that we communicate clearly to citizens specific expectations or outcomes associated with any future fee. For example, the recommendation was that if we are to levy a fee of, say, three dollars, let citizens know that the money will be specifically targeted for (as an example) urban forestry and trails maintenance. Any future incremental increase in the fee could then be tied to a specific outcome. I found this idea very intriguing. If, for example, we learned that citizen priorities associated with parks, trails, and open space are focused on park strip maintenance, we should tie the fee being charged to an outcome associated with this priority. The committee appeared unanimous in supporting the City in proceeding with a park utility. Nevertheless, we will learn a lot more from our interactions at the open houses which will commence April 16. We hope and expect our elected officials to be present at those.

I had the privilege of being on hand for a very special ribbon cutting at Jordan Valley Medical Center. A new operating room was inaugurated; but what made this ribbon cutting so special was what was in the operating room. Jordan Valley has acquired a very advanced robot that is being housed in the new operating room. This robot takes the movement of the surgeon's hands and enhances his or her accuracy exponentially. The way it works is that a surgeon sits at a console and looks into a scope that is connected to a camera on the robot. The surgeon places his or her fingers into a sort of holster connected to the console and operates the robot from that location. Meanwhile, the camera transmits three-dimensional

imagery back to the console. I and Bryce were able to test drive this robot, not on an actual person, but in a simulation that is designed to train surgeons on the use of the robot. I was actually able to engage in a simulation wherein I severed blood vessels from a vein and cauterize the ends. I attempted to seek Bryce's permission for a quick appendectomy, but he refused. I assured him that the robot would enable me to perform the procedure flawlessly, but he remained with doubts. Anyway, I'm very proud to have a medical facility like JVMC in West Jordan.

Here are some other things happening around the City:

FIRE

Operations

3/22/2014

ME55, ME54, and BC51 responded with UFA L111, L118, HR121, MA109, BC13 and West Valley E71 on the report of a house fire. This was also reported to be an abandoned structure with smoke and flames seen. Before arrival ME55 told other responding units to watch out for any possible water supply as we were unable to find one yet. ME55 was first to arrive and we found heavy fire on the rear of the structure. We made our way up the long dirt driveway with the help of some citizens that were removing some large tires blocking the access to the structure. WVCPD arrived and stated that they believed this to be abandoned but had squatters utilizing it just days before. ME55 arrived to find the back side of the structure fully involved. ME55 was pulling a 2 1/2 attack line 360 around the structure looking for any chance of a possible survivor. The structure was deemed unsafe and we went to a defensive mode. L111 arrived and they were positioned in the front for possible aerial ops if needed. E71 went to the D side and was instructed to use their tank water to hopefully knock the fire down enough to buy us some time to establish a water supply. BC13 arrived and took command of Mountain View command. BC13 called for 2 water tenders as the remaining crews, still holding short, searched for a water supply along highway U111. A water supply was finally found around 3000' away. Highway U111 was shut down by PD as the supply line from the water supply ran up the road to the scene. It was over 25 minutes before a solid water supply was established. Because of not having any water supply available, ME55, E71 and L111 all used their tank water and was forced to just watch and monitor the fire preventing any spread to the fields or surrounding area while a supply line was established. Once a water supply was established via relay pumping, the fire was knocked down and extinguished in short time. No exposure problems were had on the scene.

3/23/2013

Ladder and Medic 53 arrived to a single family dwelling, with smoke and flames showing through the roof of the garage. The occupants were evacuated upon our arrival. An offensive attack was declared and Captain Pratt had initial command. A working fire was declared and additional units were requested. The fire was knocked down in the garage at 08:54. The remaining units were cleared from staging. Engine 52 reported fire in a confined ceiling area. Ladder 61 was directed to cut a hole in the roof to ensure fire control in the attic. Engine 52 was sent to rehab and Medic Engine 55 assumed attack team 1 and continued overhaul of the attic space. Overhaul was completed at 09:33. The Red Cross was contacted and cared for the home owner's housing needs. Significant overhaul was conducted and then the structure was turned back over to the homeowner. The utility companies did respond and removed the meters for both the gas and power to the residence. The West Jordan Building inspector responded to the scene and red tagged the residence.

3/24/2014

Units dispatched to a fire at 6424 S. 5180 W. ME-54 arrived with light smoke showing and the owner and occupants outside the structure. The front door was open with a garden hose stretching down to the basement portion of the split entry home. The Dad smelled smoke and went downstairs to his son's room which was not occupied at the time. Dad opened the door and found the room to be on fire by the bed. Dad tried to throw cups of water on it, then ran outside and used the garden hose to extinguish the fire. ME-54 went inside and finished putting out the hot spots using the water extinguisher. ME-54 used the powered fan and cleared the home of smoke, and went inside to monitor the home for CO. ME-54 found 0 readings on the CO monitor and 101 as the hottest temp on the heat gun. Dad had some head and facial hair burned, with smoke inhalation. MA-53 and ME-55 checked out Dad and the rest of the family, all denied transport to the hospital.

Emergency Management

We participated in the quarterly meeting of the State Emergency Response Commission (SERC). As a result of a recent Presidential Directive, which followed the chemical explosion in Texas, the SERC and Local Emergency Planning Committees will be placing a renewed emphasis on chemical emergency site planning.

POLICE

The Major Crimes Unit is working on leads after last week's bank robbery at Mountain America.

The Warrants Unit handled an extradition to Pahrump, Nevada where the suspect was wanted out of our city for aggravated sexual abuse of a child and forcible sexual abuse. The suspects bail amount was set at \$125,000.

Defensive Tactics Training was conducted this week. Officers are learning techniques designed to protect themselves in a ground struggle, self-defense and suspect control.

We have begun the background portion on the qualified applicants for 2 part-time Records Technician positions.

PUBLIC WORKS

Streets

Removed graffiti from 6 public locations (208 sq. ft.) and 4 private locations (472 sq. ft.) for a total of 10 locations (680 sq. ft.).

Replaced street coordinate signs at twenty locations.

Staff continues to inspect and measure retro reflectivity for sign management.

Assisted Facilities in tracing circuits, electrical repairs and labeling panels at Public Works. An electrical panel needs to be relocated near the air compressor. Staff is working to get the necessary materials and coordinating with Fleet.

Spring road striping is underway: 1300 W, 2700 W and 4800 W are among some of the major locations being painted.

Crews removed striping near the intersection of 4800 W New Bingham and painted new lines to extend the turning lane.

Turn pockets have been installed at the intersection of 7400 S Grizzly Way.

Both crews assisted with crack sealing to catch up on maintenance. Asphalt Materials was closed for repairs.

Mud pumped several work orders

Repaired zipper teeth, and mud pumper trailer.

Leveled dirt in Rodeo Arena for parks.

Patched several pot holes at various locations and the public works yard.

Attended APWA training in South Jordan.

Completed large asphalt patch on Barton Hollow Drive.

Three street sweepers were sent out to clean streets as part of the street sweeping schedule.



Parks

Ongoing weed abatement effort.

Addressing the list of tree complaints throughout the city by the established priority

- arterial
- collector roads
- all other streets

Start spring clean-up of Cemetery including grave repair.

Cleaned up tumbleweeds: 7800 South.

Charging water systems throughout the city.

Hiring of seasonal park works.

Start to level Rodeo arena out once the arena dries out.

Start athletic field layout for spring league play.

Wastewater

TV inspection and general maintenance work:

- Bloomfield Heights Phases 2 & 3.

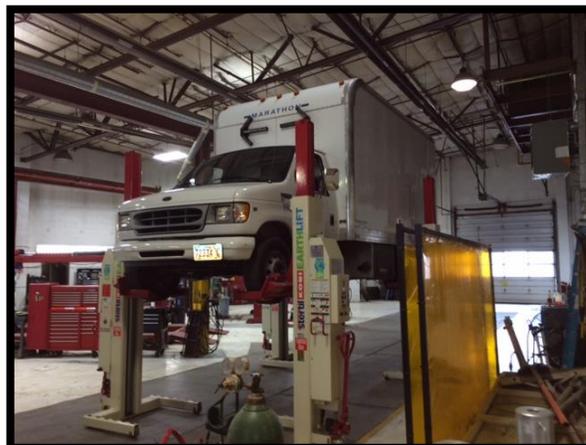
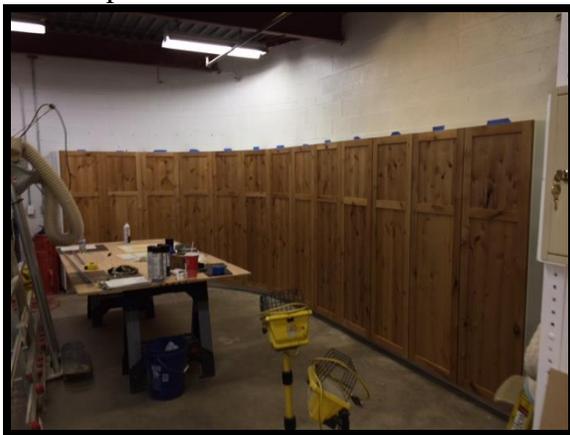
Total Tv'd footage for the week = 2,813'.

General Maintenance Cleaning: Twice Annual Cleaning list:

- Fontaine Claire
- Twin Oaks
- 9000 South
- 3800 West
- Naylor Farms
- West Jordan Industrial Park

Cleaning Sewer General Maintenance footage for the week = 16,647'.

TV crew working on building lockers and organizing our storage area while TV van out for brake repairs.

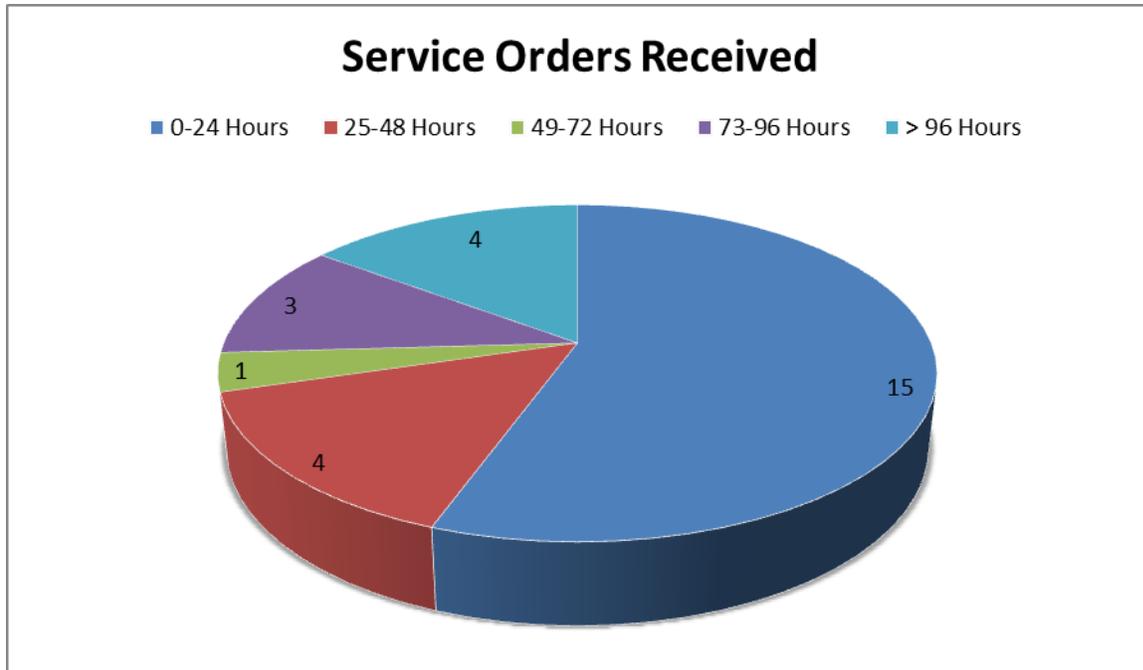


Provided a driver to support the storm drain division with removal of debris from the Jordan River Ponds.

Crews attended the Harassment Training and tailgate training on the city S.O.G on Mobile use while operating vehicles or equipment.

Coordination meeting held with CIP and Engineering staff to collaborate on upcoming sewer projects.

Fleet



General Repairs - 21
Repair from PM's - 10
Road Calls - 1
Accidents - 2
PM Services - 15

Facilities

New AC slit system installed in the server room at the Justice Center.

Installed the New Marlite back on the wall in the men's restroom at Veterans Memorial Park Pavilion.

Working on list from Risk Management on safety issues at Public Works.

Check and fueled all City Generators at all buildings.

Capital Projects

2700 West Waterline and Road Widening – Questar Gas Company has been working all this month on replacing an old 4-inch gas main with a new 8 inch main, including services to each resident and business, as well as subdivision connections. This new line was placed

under the east sidewalk by directional drilling for the majority of the work. S & L Landscaping is re-mobilizing to the site in early April after the gas company is complete and will start work at the south end of the job site. Thereafter, concrete work will proceed on the west side of the street in April. Paving work should be complete by early June, weather permitting.

5600 West Project – 6200 to 7000 South – Property acquisition is proceeding, with some delay for the UDOT formatting process. A meeting was held with Kearns Improvement District who has a line to replace or lower that is unbudgeted at their agency. There is a dispute about who should pay for the relocation, whether it should be the City or Kearns Improvement District. The District has not presently shown to the City documentation allowing the District to encroach in 5600 West (no easement, no franchise agreement, or other operating or annexation agreements). 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 the Fall of 2014.

5600 West Project – 7000 to 7800 South – Phase 2B is rapidly progressing, with sewer pipeline work nearly complete. Simultaneous work is happening for the storm drain detention pond, storm drain pipelines, and water pipelines. Rocky Mountain Power will be shutting down the 5600 West and 7800 South power circuits to make connections at the substation on 7800 South between April 3 to April 14. Poles along 5600 West will come down after that date. Common fill for the roadbed is currently being placed. Contract inspection services are ongoing and weekly construction progress meetings are being held every Wednesday. Wall construction will start in the next few weeks, both on the east and west sides of the road.

Phase 1 with Reynolds Brothers has completed 99% of the sewer build, with the last segment dependent on the Rocky Mountain Power pole removal. Paving of the final 2 inch lift of asphalt will occur in late April to early May. One water connection in the intersection remains until the Rocky Mountain Power work is complete. Acme Construction is complete with Phase 2A, the conduit construction for the power burial.

9000 South Pedestrian Tunnel Project – Jordan River Trail – Lyndon Jones Construction has completed the submittal process for the box culvert, which is currently under production. Traffic control and staging of materials for the project will begin the week of April 14. Weekend closures are scheduled for the weekends of April 26th and May 3rd. Final traffic control permit approval is still pending through UDOT Region 2.

The Jordan River trail connection project was awarded to Morgan Asphalt. Construction will begin in April and will be substantially complete by Memorial Day. The bridge delivery over the North Jordan canal will be the last major item to be placed on the project due to manufacturing and delivery time frames (after Memorial Day).

Ron Wood Park – Water has been run to the landscape backflow preventer. Concrete and electrical are 2/3 complete. The Splash pad caulking and Playground concrete are scheduled to begin soon.

Fire Station 54 Rebuild: Bids received came in over budget. Meeting is being held to determine how the scope of work can be reduced to come within the budget.

Public Works Building Roof Coating; Bids for the elastomeric roof coating are due in April 2, 2014.

Development Division

Traffic Engineer

Met with Jordan School District representatives to discuss the Sommerglen subdivision and a minor school boundary shift. The Somerglen subdivision, as proposed on the west side of 5600 West at 7400 South, is split between two elementary schools. The school district will help shift the boundary to allow students to walk to the school that is closest to the future residents of that neighborhood. They will discuss the issue at the Community Council and School Board meetings over the next two months.

Met on-site with the Wasatch Front Regional Council field review team to discuss two proposed projects on 7800 South and a pedestrian bridge project over the Jordan River on the north side of 7800 South.

GIS (Geographical Information Systems Division)

Forwarded a completed database template to Cityworks to create the work order items based on the GIS data.

Staff attended 1½ days in house training compliments of Esri on using ArcGIS Online.

Corrected street data in the VECC database at the north border of the city for 911 use.

Made adjustments to the West Jordan Property Viewer and updated thumbnails on West Jordan Maps Portal homepage.

Began updating the Recorded Plats layer for the city hotlinks site and constructing a new, mobile compatible hotlinks site through ArcGIS Online.

Reviewed a plat for the Broadmeadow subdivision

Conducted review of work flow process with Cityworks for the Facilities group.

Intern began working on tour of places to eat in West Jordan map. This map will be featured on our City Website. We are also working on “things to do in West Jordan” story maps.

LEGAL DEPARTMENT

Code Enforcement

New Complaints	15
Complaint Reviews: Founded	12
Unfounded	3
Notice of Violation Issued	11
Compliance Inspection (14 day)	54
Compliance Letters Issued	18
Phone Calls, Emails and Walk-ins	61
Follow-up Requests	36
Courtesy Notices by Volunteer	3

DEVELOPMENT SERVICES

Economic Development

Snugz USA had a ribbon cutting ceremony last Friday to announce the grand opening of their new corporate offices and manufacturing operations in West Jordan. Snugz USA is a wholesale supplier of promotional products including lanyards, eyewear retainers and personal care products. The company has 275 employees consolidated within a new 120,000 square foot building, located northwest of Dannon Way and Prosperity Road. The city provided an incentive to the company for locating its facility in the city. "The whole process from site selection to final inspections went smoothly," said Mackay. Credit goes to the development team.

In an effort to recruit more jobs to the city, the director sent a list of Boeing suppliers in Utah to two of the largest industrial real estate broker companies in the State. This is a collaborative effort to attract more suppliers to the aerospace industry to locate in the city. Growing aerospace, and more specifically composite companies, is part of the Economic Development Strategic Plan.

An update was provided to the Director on the status of the City Center redevelopment area. The meeting included an update of the sub-area plan being prepared by the Babcock Design group and John Gust, managing member of the Arbor – Gardner development team. It is anticipated that a summary of the plan and renderings will be finished in time for the annual ICSC conference in Las Vegas, at the end of May.

Development Review

On March 26, 2014 the City Council amended Ordinance #01-28 by removing the condition requiring 10% open space as part of the Siena Vista development. The Council amended the ordinance which will require that a minimum 1.2 acre park be installed at the Siena Vista development by Peterson Development with the City providing continual maintenance of the park. Staff will prepare an ordinance and development agreement reflecting this motion and bring it back to the City Council on April 23, 2014 for approval. The motion passed by a 7-0 vote.

Zoning & Enforcement

Building permits reviewed: 5

Business Licenses reviewed: 9

Zoning Verification Letter:

Temporary Use Permits:

Signs:

- Permits reviewed and approved: 3
 - Active Temporary Sign Permits: 9
 - Active A-Frame Sign Permits: 28

Building & Safety

Permits issued

1 new single family dwelling permit

15 misc. residential permits

2 misc. commercial permits

Total valuation of \$430k

Inspections performed

172 field, investigative, and complaint inspections

ADMINISTRATIVE SERVICES

Assistant City Manager

Employee evaluations underway. Participated in lobbyist interviews, bond refunding discussions, fleet reorganization discussions, insurance renewal meetings, budget discussions, and risk management conference.

Utility Billing & Customer Service

Customer service and utility billing sent out 10,151 bills, 28 shutoffs, 104 delinquent letters and handled 3,813 transactions.

Events & Reservations

Making a push for volunteers for **Comcast Cares Day/ I Love West Jordan Day** April 26th from 8 a.m.-noon. Comcast's dollar match per volunteer will go toward the Sierra Newbold Playground at Ron Wood Park. Employees can earn comp time if they supervise a project area. Designing invite for Memorial Day Tribute May 26 at 7 p.m. Met with Jordan River Trail Commission to firm up trail ribbon cutting May 31 from 10 a.m-2 p.m.

Public Information

Provided information on the Sierra Newbold Playground naming for the Tribune, Associated Press, Journal and KSL. Thanks to Rick for doing the on-camera interview. Worked with SnugZ to develop and send a press release. Developing an invite for the Fire Station/Police Substation ground breaking ceremony April 15 at 11 a.m. Putting together web page, flier, survey and video for Parks, Trails & Open Space meetings, which are set for April 15, April 24, May 1 and May 8. Coordinating with the Utah Jazz on ribbon cutting for Sierra Newbold Playground, tentatively set for May 30.

Human Resource

Open Positions: Seasonal Parks 2/28/14 – Open Until Filled. Deputy City Clerk 3/14/14 – 3/28/14. Economic Development Director 3/18/14 – 4/18/14. Water Operator IV 3/21/14 – 4/7/14.

In Process: Background investigations are ongoing for Animal Control Officer, Community Service Officer, Police Officer, P/T Police Records Technician and Firefighter. Interviews for Development Coordinator were held on 3/27/14. Interviews for P/T Police Background Investigator will also be held soon.

Recently Filled: We had three new Seasonal Parks Laborers start on 3/24/14.

We're working with our benefit broker and the benefit committee as we gear up for benefits renewals. Open Enrollment will be held this year on the week of May 12th. We're also in the middle of performance reviews throughout the City.

Information Technology

Development: Attend training on Data Breach Liability. Perform several database backup processes. Compiling the requirements and needs for a Phone system replacement of our current system.

Systems: Configured VM View Horizon pool for GIS ARCVIEW desktop. Researched best practices for thin client repurposing. Performed routine server maintenance.

Network: Installed Wireless access point at Station 55, Worked on phone system project, when over configuration and products with different vendors. Gathered data for existing phone system statistics. Installed new server and began installation of Network performance monitor suite.

CITY MANAGER'S OFFICE

City Clerk

Applications for the Deputy City Clerk position will be accepted until Friday, March 28, at 5:00 pm. As of today, there have been 23 applications received.

The department processed all of the approved documents from the March 26 City Council meeting, including transcribing the minutes. We also compiled the agenda packet for the April 2 Council meeting. The months of April and May will be very busy for the department and the City Council with many additional meetings, workshop with the Planning Commission, and Open House meetings regarding the Parks, Trails, and Open Space issue.

BID received:

BID – Asphalt Milling Machine & Sweeper with Operator – Tuesday, March 25, at 2:30 p.m.
– Public Works

<u>Contractors</u>	<u>Total Base Bid</u>
Maverick Milling	\$89,950.00
Construction Material Recycling Inc.	\$68,550.00
Morgan Asphalt, Inc.	\$90,300.00
Road Recycling, Inc.	\$95,850.00
B Jackson Construction	\$89,160.00

Pending BIDS/RFPS:

BID – Elastomeric Roof Coating – Thursday, April 3, at 2:00 p.m. – Public Works
RFP – Abatement (Code Enforcement Property) – Tuesday, April 9, at 4:00 p.m. - Attorneys
BID – Asphalt Tack Oil CSS-1 (15,000 gallons) – Thursday, April 10, at 2:00 p.m. – Public Works
RFP – Portable Restrooms – Thursday, April 10, at 4:00 p.m. – Events
BID – Deep Well Vertical Turbine Pump and Column Assembly – Friday, April 11, at 2:00 p.m. – Capital Projects
RFP – Bullet Resistant Transaction Windows – Tuesday, April 15, at 2:00 p.m. – Police Department

Office of Development Assistance

Revised plan(s) returned for staff review:

Englefield Heights Phase 1
Fire Station 57
Comfort Inn
Three Forks 7

Meetings held w/developer(s):

Meeting with Peterson Development and Garbett to discuss timing of a model home in Phase 1 of Englefield.

Meeting with representatives from Jordan School District to discuss the safe walking route for the proposed Sommerglen Heights subdivision.

Pre-Applications Meeting(s)

Peterson Commons Concept
Clay Hollow Amendment

CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, March 28, 2014

<i>ACTION REQUESTED</i>	<i><u>STATUS/PLANNED ACTIONS</u></i>	<i><u>PRIMARY ASSIGNMENT</u></i>	<i><u>TASK COMPLETE</u></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 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</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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	<p>the next step in this process.</p> <p>October 11, 2013 – Staff will be scheduling a meeting with the working committee in the near future to review draft code amendments for digital billboards. In addition, staff will be seeking the committee’s advice on billboard relocations from redevelopment areas.</p> <p>November 1, 2013 – A draft code has been prepared and reviewed by planning and attorney’s staff members. It will be distributed electronically to the City Council sub-committee for review. It is tentatively scheduled to be reviewed for recommendations by the planning commission on November 19th.</p> <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>February 21, 2014 – The planning commission postponed action on the draft amendments for digital billboards until May 6th to give the sign industry representative (Reagan Outdoor Advertising) more time to</p>		

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	review and comment.		
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 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>February 14, 2014 - Revised code for renewable energy/accessory uses is scheduled for public hearing on city council agenda March 12th.</p> <p>March 13, 2014 – Postponed by City Council, returned to staff for language clarification.</p>	Tom Burdett	In Progress

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<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 planning commission.</p> <p>February 14, 2014 – Changes are scheduled for the March 18 meeting of the planning commission.</p> <p>March 21, 2014 – Planning Commission postponed consideration for two months to May 20 to explain proposed changes to property affected property owners.</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 prepared.</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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	<p>Two new shape files were created for the Redwood Road Corridor Study. One of these files shows all driveways and curb cuts along Redwood Road. The other file shows all major vehicular intersections, not including train crossings.</p> <p>Staff continues to work on compiling background information on the study, where current work is focusing on streetscape options.</p> <p>Staff met with a consulting group from Zions Bank to discuss data gathered for a market leakage analysis being conducted for the city with implications for the Redwood Road Corridor Study.</p> <p>Staff is preparing to incorporate the recommendations from the market leakage analysis, being conducted by Zions Financial Advisors, into the study. Progress has been slow due to the surge of current planning assignments. As soon as the market leakage analysis is finished, it will be integrated into the Redwood Corridor draft plan.</p> <p>Staff is preparing a new section to incorporate the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the study.</p> <p>Mayor Johnson met with other westside Mayors and the Wasatch Front Regional Council staff to discuss transit planning priorities. This meeting included the scope of work for the regional Redwood Corridor Planning Study. Staff is incorporating the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the draft local study for Redwood Road.</p> <p>October 4, 2013 -- Staff is incorporating the recommendations from the market leakage analysis, conducted by Zions Financial Advisors, into the draft local study for</p>		

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	<p>Redwood Road.</p> <p>October 25, 2013 -- The development director and city manager will be visiting, Farmington's Station Park next week with architects and engineers associated with the downtown redevelopment project to identify elements that could be incorporated into the streetscape and other designs in our downtown area. Obviously, these elements could significantly, and will in fact impact Redwood road.</p> <p>November 8, 2013 – Staff is evaluating the possibility of using existing RDA funds to fund a streetscape design and capital improvement project to widen sidewalks, plant landscaping and install street furniture and bus shelters.</p> <p>December 13, 2013 – A budget green-sheet has been prepared to fund a design and cost estimate for Redwood Road upgrades. Staff is preparing for another community workshop in February or March of 2014. Recommended changes to the Future Land Use Map are anticipated to be presented to the planning commission in April of 2014.</p> <p>February 14, 2014 – – 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</p>		

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	<p>will decide on February 26 as to whether the City will issue an RFP for a lobbyist.</p> <p>February 28 2014 – Staff is reviewing a scope of work from the WFRC for the regional planning effort. A public workshop to review land use recommendations will be scheduled for March or April. The RDA has contracted with Babcock Design Group for conceptual design for streetscape improvements between 7800 South and 8200 South.</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 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</p>	Rick Davis	In Progress

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	<p>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. 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</p>		

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	<p>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 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</p>		

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	<p>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>February 21, 2014 – – Council will consider a declaration of intent to establish the assessment area on February 26.</p> <p>February 28, 2014 -- Council did declare its intention to establish the assessment area at the February 26 Council meeting. Notices are in the process of being sent to residents. They will have 60 days to protest. If more than 50% of residents protest, the assessment area will not be established.</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</p>	Rick Davis	In Progress

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	<p>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> <p>February 28, 2014 – – the next meeting on orphan properties is being scheduled for mid March.</p> <p>March 21, 2014 – Workload and scheduling has not allowed staff and the committee to focus on this issue, but Arlene is in the process of scheduling the next meeting to begin this process moving again.</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> <p>February 14, 2014 - Amendments have been delayed waiting for information from Jordan Valley Medical Center and Bangerter Station LLC (Boulder Ventures).</p>	Tom Burdett	In Progress
Branding Initiative	February 14, 2014 – – This table will begin to provide updates specific to the	Rick Davis	

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	<p>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 32nd 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>February 21, 2014 – – new logo concepts 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> <p>February 28, 2014 – – Decision on new logo</p>		

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	<p>was tabled until the first April Council meeting. Council did approve the addition of \$8500 for branding initiative implementation in this fiscal year.</p> <p>March 21, 2014 – Decision to adopt new logo is on March 26 agenda.</p> <p>March 28, 2014 – – The Council approved a new logo for the City at the March 26 meeting. The Branding Committee will be convening within the week to begin addressing the next phase of implementation.</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>February 21, 2014 – Meeting was held on Feb 19th. 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 prepare an itemized report of Green Sheet Items and Council Goals and report this to Council in February each year.</p> <p>Second meeting will be scheduled to receive additional input from citizens who were unable to attend and continue discussions on improvement.</p> <p>March 7, 2014 – Have been instructed to compare Budget Documents from other cities with that of West Jordan and bring the proposal to the Mayor for review and discussion.</p> <p>March 21, 2014 – Working on comparison of the accounting coding for several cities through the ERP Process that will assist in clarifying the levels to which budget and financial reports will be provide in the</p>	Ryan Bradshaw	

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	future with the new Finance System within the ERP.		
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 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>February 21, 2014 – – 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</p>	Rick Davis	

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	<p>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> <p>March 7, 2014 -- we continue to work with the League to modify SB 102, the assessment area bill. As it currently exists, this bill would prohibit indirect services being provided by an assessment authority. Meanwhile, it appears that little progress is being made this session with regard to a fuel excise tax that would provide additional funding for transportation. SB 60, Sen. Valentines bill, would reduce the current surcharge on gasoline sales in favor of replacing it with an inflationary sensitive rate. That bill appears to be held in the Senate, as the senator resolves concerns expressed by petroleum providers. HB 285, which would liberalize the issuance of alcohol licenses to restaurants, pass the House, but appears to have little chance to leave the Senate alive. Fortunately for all of us, especially me, HB 413, which would have made me and other city managers elected officials, has been buried deep within the bowels of the legislature. Hopefully never to return. It was the brainchild of representative Stratton of Orem, and it appears that he was the only one on the Hill that was interested in this legislation. Finally, SB 184, which appears to have a good chance of passage, will mandate that we turn around, building inspections within three business days. If we can't, this new law would mandate that we contract with a private entity to perform the inspection at our costs. My information indicates that we will have little difficulty in</p>		

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	<p>meeting this deadline, and besides, the law carries no definitive penalty or enforcement mechanism. Please look for other updates as we for them to you from the League.</p> <p>March 14, 2014 – – Our Legislative Team has released a final tally of bills, both those it succeeded, and those that failed. The League will be releasing a more comprehensive analysis of impact in the near future. We will make that information available when it is presented. All in all, it was a good Legislative season, in that we certainly could have been more impacted than we were.</p> <p>Meanwhile, we are continuing our interviewing a potential lobbyists, and anticipate having an agreement for you to review by next Council meeting or the first meeting in April.</p> <p>March 21, 2014 – Working with Western Growth Coalition to build consensus specific to advocacy against Car Dealership act.</p>		
Sign Ordinance Review	<p>February 14, 2014 – Staff is preparing an outline for a future discussion with City Council to identify the scope, committee members and time estimates for completion. This outline will be brought back city council for further direction.</p>	Tom Burdett	
CERT/CPR Resident Training	<p>February 14, 2014 - 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>	Marc McElreath	

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Snow Removal Improvements	<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>February 21, 2014 – 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 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> <p>March 7, 2014 – The short-term plan is complete and we are now working on the long-term plan. We will be meeting with UDOT, the County and other municipalities in the next month or so to determine how their programs area organized and will then finalize our report to the Council.</p> <p>March 28, 2014 – Staff is scheduling meetings with other municipalities over the</p>	Wendell Rigby	

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	<p>next couple of weeks to collecting information regarding their programs. We are also attending an American Public Works Association, National Snow Conference the first week of May. Our plan is to have a finalized Snow Removal Program for Council review around the first week in July 2014.</p>		