



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL
Week ending May 16, 2014**



Dear Mayor and City Council:

The day finally came and has gone for the Popeye's ribbon-cutting. It was a wonderful event attended by more City personnel and Chamber folks that I recall attending any ribbon-cutting in recent years. It was a very successful opening, and we even had to respond to public enthusiasm by deploying additional Police support and traffic coordination for their grand opening. Lines at their door generally begin at about 10 o'clock in the morning and the restaurant is at capacity nearly all day long. I am also pleased to say that we are currently working with other restaurant interests that want to come into our City. I will be very happy to share specifics with you about these when I am able, but I think the message here is that interest in our community is increasing. In order to keep that momentum, the Mayor will join myself and our economic development team in Las Vegas this weekend and the early part of next week for the International Conference of Shopping Centers. We already have specific appointments with a number of retailers, commercial brokers, and commercial property developers. Among those with whom we will be meeting include Weingarten, Coldwell Banker, CVS pharmacies, Toys "R" Us, Mountain West, Home Depot, Pentad Properties, and even Einstein Bagels. There will be several other informal meetings that we will hold while we're there with other retailers. Our efforts in conversations will be focused on two primary commercial areas: our downtown redevelopment and the Highlands Commercial Center at 5600/7800. Of course, we will also be providing information at the Conference regarding other locations in our City, including the Target shopping center at 7000/Redwood Road. In fact, we do expect an announcement on the old Albertsons building very soon.

With the budget process winding down, we have had several opportunities to meet about this year's budget. Last night, we met with most of the Council regarding utility rates. In short, I will not be recommending any rate increases this year except as such pertains to storm water. This utility has been historically underfunded, and we assume significant risk by not addressing this critical need. I believe the Council members in attendance last night received ample information to begin a discussion on where our rate ought to go this year specific to our storm water utility. We certainly understand the political and financial restraints that need to guide this decision. Simply funding to the amount currently needed, we realize, is not feasible. This problem is going to require that our community take measured steps over the years to appropriately and adequately fund our storm water program. While rate increases in other utilities do not appear to be in the cards this year, that could change next year, depending on a variety of factors. For example, if we are able to meet our debt obligations specific to our sewer or sanitary facility through impact fees, increased dedication from general utility revenue to meet those debt obligations will not be necessary. Next, we have learned that fund reserves in our solid waste utility are intended to pay our portion of the future transfer station. Meanwhile, while current solid waste fees cover our contract and

operational expenses, it is likely to be slightly inadequate next year. Our water utility fees are configured to cover acquisition and operations, as well as some debt service. Jordan Valley Water has committed to an annual increase in their fees of 5%. While we are able to cover this cost increase this year, we may need to take another look at our ability to cover our water costs next year. That's why it's so critical that we examine our utilities every year. My intention is to do this in February 2015. I want to get an earlier start on this task next year.

Meanwhile, as I mentioned last evening, if you have any budgetary or enterprise related questions, we are at your disposal. Please let us know if you have questions, and we will marshal the staff and resources necessary to answer those questions. Our intention is to have all budgetary work completed by June 11, when we ask for your ratification. Thanks for all of your hard work and dedication that made this budget season successful.

Here are some other things happening around the City:

FIRE

Operations

On May 10th ladder and Medic Engine 54 responded to a 2 year old child that had reportedly fallen off of a trampoline and then went unconscious. With the assistance from West Jordan Police, the patient was transported via Life-flight to Primary Children's Medical Center for further treatment.

May 10, 2014

Medic Ambulance 53 responded with UFA Engine 125 to a traffic accident in the area of 1100 West 9000 South. Upon arrival units found a single vehicle accident requiring the patient to be extricated. South Jordan Engine 62 was dispatched to perform the extrication of the patient. The roof was removed and the patient was removed from the vehicle and transported to an area hospital in stable condition.

May 13, 2014

ME55 responded on a commercial structure fire at 5630 West Dannon Way. Upon arrival we found heavy smoke coming from a bathroom. We were able to keep the fire damage contained to the room of origin.

Training

Congratulations to Engineer Nate Reasch. He graduated with his Master's degree in Financial Economics on May 2, 2014.

Emergency Management

We participated in the monthly meeting of the Jordan Valley Medical Center Disaster Committee. One of the topics of interest is the recent occurrence of the MERS virus (Middle East Respiratory Syndrome) in Florida. A consequence of having one patient with the disease entering the hospital became the need to put 50 staff on leave until it could be determined they were not infected.

Preparations are ongoing with the Jordan School District for a tabletop exercise focusing on an active shooter scenario. This is a combined effort by West Jordan Emergency Management, South Jordan Emergency Management and District Risk Management to provide joint training for the Jordan District and all cities served by the school district.

PUBLIC WORKS

Capital Projects

Ron Wood Park; Sod installation has started, electrical landscape and irrigation work continues.

Playground at Ron Wood Park; Playground equipment installation is complete, the rubberized surface is being installed.

Fire Station 54 rebuild: The change order for Hogan Construction to include the total cost of the new building will be on the City Council agenda for May 28.

Public Works building roof coating; The contract to Wasatch West Contracting has been let and the contractor will work as the weather permits.

Maintenance Yard at Ron Wood Park; A new location has been identified and the an amendment for the Architect is on the Council agenda for May 28.

Solid Waste shed at Public Works; Footings, foundation and pavement patching is complete. Waiting for the steel building to come in and be erected.

Calsense irrigation controller system for parks; Staff will be working with the purchasing department to send out a Request For Proposals to landscape designers for the design of the first phase of irrigation systems in the various parks that will be getting the new Calsense system.

City Hall Chiller Replacement; The new chiller is to be delivered some time during the week of May 19. Installation will start shortly thereafter.

Facilities

Veterans Memorial restroom partitions complete.

Carson Elevator repaired Elevator at Fire Station #53.

Walk through performed at the Public Works with Shannon James Risk Manager on OSHA list at Public Works.

ThyssenKrupp repaired elevator at Fire Station #53.

Bids were received and forwarded to the Police Dept. from Flooring Services.

Sewer Operations

Provided construction support on the sewer mainline repair projects in Jordan Highlands.

Provided a dump truck driver and hydro-excavation support around utility lines.

Construction crews repaired broken sewer mains due to cracked and broken clay pipe.



Hydro-Excavate for water department at 5600w well site to locate buried valves.
Crew attended the Traffic Control Technician Class.

Water

Staff worked on various commercial meter projects

Created data logs for Dannon usage and water hammer issues.

Worked on commercial meter logs for pressure surges in zone 1 area.

Checked for leaks on the Reams commercial meter, meter vault full of water.

Had a meeting about the poor meter vault install at Echo Ridge sub.

Repaired service line breaks at the following locations:

7087 South 1205 West

6275 South Dixie Drive

6610 South 3358 West

6610 South 3218 West

Replaced concrete that was removed over the winter on water breaks:

7397 south 3200 West

8380 south 1480 West

6720 south 1552 West

6720 south 1610 West

Staff attended Traffic Control certification classes.

CITY MANAGER'S OFFICE

City Clerk

Since April 1, the department has processed 47 GRAMA Requests.

The City Clerk processed the invoice to MediaOne regarding public notices for the month of April. The total invoice amount was **\$7,830.00**.

The department remained very busy with creating agenda packets, amending agenda's, attending meetings, workshop, special meetings, etc.

BIDS/RFP'S Received:

RFP – Design/Construct Float – Saturday, May 10, at 5:00 p.m. - Events

Contractor

Maddox Construction

BID – 2014 Manhole Raising Project, #RD 14-05 – Tuesday, May 13, at 2:00 p.m. – Capital Projects

<u>Contractor</u>	<u>Total Bid</u>
Leon Poulsen Construction	\$369,415.00
K K & L	\$259,975.00
Concrete Concrete, Inc.	\$182,035.00
Custom Construction & Design	\$349,999.00

Pending BIDS/RFPS:

RFP – Community Magazine/Imagine West Jordan – Thursday, May 22, at 1:00 p.m. – Public Information Office

RFP – Fleet Leasing – Thursday, May 22, at 3:30 p.m. – Public Works

BID – Health Provider/Fire Department Physicals – Thursday, May 29, at 2:00 p.m.

Office of Development Assistance

New applications received:

- Sprint Co-location (Jordan Landing)
- Oquirrh West Rezone/General Plan Amendment/Concept Development Plan

Redlines returned to developer:

- Baker Subdivision
- Cash America Subdivision/Site Plan/Development Plan
- Gladstone Place Rezone/General Plan Amendment

Revised plan(s) returned for staff review:

- Comfort Suites

Meetings held w/developer(s):

- Meeting with Peterson Development to discuss sewer capacity in the Highlands, specifically in the Gladstone Place and the View @ 5600 projects.

Plat(s) recorded at Salt Lake County:

Questar U-111 End Facility

POLICE

The Major Crimes Unit attended the CJC Symposium in Midway, Utah.

Detective Whitehead busted a student/dealer who had completely set up shop in his locker at Copper Hills High School. Detective Whitehead confiscated 18 grams in two jars and all of the packaging material. Detective Scott List assisted and Detective Whitehead consulted with Sgt. Benzon as the case unfolded. The 16-year-old suspect was booked into detention on 2nd degree felony (enhanced) for selling drugs (packaged for distribution) in a drug free zone.

Officers stopped a suspicious vehicle in the area of 1600 West 7000 South. Officers suspected the vehicle may be stolen. When contact was made with the driver, the suspect

sped off. Officers followed briefly and decided not to pursue the vehicle due the suspect's reckless driving and wet road conditions.

Officers responded to the Hampton Inn to look for a suspect who had threatened to kill his girlfriend in UPD's jurisdiction. The suspect was also wanted for felony drug distribution. He ran from officers and was apprehended by Police Service Dog Pyro. The suspect was drunk and high on cocaine.

Officers stopped a suspicious pedestrian in the area of 7000 South Executive Drive. He was found to have active warrants for theft and possession of dangerous weapon. The suspect claimed to be coming home from work. He had gloves, a flashlight, and a screwdriver in his pockets. The officers arrested the suspect for possession of burglary tools and his warrants.

An officer attempted to stop a vehicle for running a stop sign. The driver fled a short distance and attempted to run into a house. The officer caught the suspect and arrested him for felony fleeing and traffic offenses.

West Bountiful Police advised us they were doing surveillance on a home in Dixie Valley. They were looking for a robbery suspect who had felony warrants and a violent history. The suspect had served Federal prison time and had killed someone while in prison. As our officers were responding to assist, West Bountiful observed the suspect and his girlfriend leaving the home. The suspect fled from them at a high rate of speed in a stolen Camaro. Our officers were just arriving in the area and observed the suspect crash at 6500 South Bangerter Highway. West Jordan Officers surrounded the suspect and took him into custody after a brief standoff.

Officers responded to a domestic at a home in the area of 1000 West 9200 South. The complainant/victim called 911 reporting his adult son was suicidal, had assaulted him, and threatened him with a knife. Officers arrived and encountered the non-compliant suspect inside. Officers wrestled the suspect to the ground and took him into custody. While escorting him out of the home, the suspect pushed and spit into an officer's face. He was booked into jail on multiple charges including aggravated domestic assault, resisting arrest, assault by a prisoner, and intoxication.

Officers stopped a suspicious vehicle in Cougar Park. The adult male and female occupants were found to have warrants and were in possession of drugs. They were booked in jail.

DEVELOPMENT SERVICES

Economic Development

Director, developer and developer consultants met with representative of the Jordan School District to review a preliminary design and cost estimate for the relocation of the Auxiliary Services Facilities. The purpose of the meeting was to fine-tune the design and identify areas where service efficiencies could be identified. It was very productive with collaboration from all who participated. Scott Thomas and his team at the Jordan District are to be congratulated. They have provided all the information requested by the team of consultants.

Development Review

On May 14, 2014, the City Council conducted a public hearing to consider a Future Land Use Map Amendment for approximately 2.41 acres from Medium Density Residential to Neighborhood Commercial and Rezone from R-1-8D (Single-family Residential 8,000 square foot lots) Zone to SC-1 (Neighborhood Shopping Center) Zone, for property located on the Northwest Corner of 8600 South 5600 West. Both requests were approved in a 7-0 vote.

On May 14, 2014, the City Council conducted two business items and decided on the following:

A rezone of approximately 2.7-acres from R-1-8A (Single-family Residential 8,000 square foot minimum lots) to PRD (H) (Planned Residential Development – High Density for an estimated 21 units) Zone, for property located at 7292 South Redwood Road (the Amara Court Townhomes). A motion for approval failed in a 3-4 vote.

An amendment to the Municipal Code Title 13 (Zoning Ordinance) to allow for renewable energy systems, adding definitions, and amending the use charts in all districts to remove accessory uses and creating a new accessory use chart, with City-wide applicability. The City initiated request was approved in a 7-0 vote.

An Administrative Conditional Use public hearing was conducted to consider a request for the relocation of an existing cell tower located at approximately 7141 South Redwood Road in an SC-2 zone. The new 60-foot monopole tower will be sited approximately 400 feet to the west of the existing tower (approximately 150-feet east of Redwood Rd.), which is in need of relocation due to the construction of the Somerset Townhomes Planned Residential Development. The request was approved administratively based on the positive findings of fact in the report and all zoning standards being met.

The Planning Staff is currently reviewing and processing 43 active development projects. Sixteen (16) of these projects will be forwarded to the Planning Commission for a decision and/or recommendation to the City Council, and seven (7) will be reviewed specifically by the City Council for a decision. Twenty-two (22) of the projects will be approved administratively by staff. The Planning Staff progresses with work on at least eight (8) programmed long range planning projects.

One (1) new development application was submitted between May 8th and May 15th – an administrative conditional use permit request for a colocation of cellular antenna at the Cinemark Theater located at 7301 S. Jordan Landing Blvd.

Zoning and Enforcement

Building permits reviewed: 1

Business Licenses reviewed: 6

Signs:

- Permits reviewed and approved: 3
 - Active Temporary Sign Permits: 12
 - Active A-Frame Sign Permits: 10

Community Development and CDBG

Completed and submitted to the Department of Housing & Urban Development the Annual Work Plan for the FY 2014-2015 CDBG Program.

Staff met with Jordan Valley Water Conservancy District to discuss partnership and coordination of services in the development of the Big Bend Habitat Restoration area. The Jordan River Commission, National Parks Service and U.S. Fish & Wildlife were in attendance.

Building & Safety

Permits issued

1 new single family dwelling permit
8 multi-family units (two 4-plexes for Bridlewood Villas)
21 misc. residential permits
5 misc. commercial permits
Total valuation of \$2.5 million

Inspections performed

182 field, investigative, and complaint inspections

LEGAL DEPARTMENT

Code Enforcement

New Complaints	30
Complaint Reviews: Founded	16
Unfounded	10
Notice of Violation Issued	15
Compliance Inspection (14 day)	10
Compliance Letters Issued	6
Phone Calls, Emails and Walk-ins	61
Follow-up Requests	28
Subpoena Service	6

ADMINISTRATIVE SERVICES

Assistant City Manager

Focusing efforts on employee compensation, budget preparation and planning, and attending the final parks, trails and open space meeting. The ERP project continues to move forward and our review of the domestic violence cases is nearing completion.

Human Resource

Open Positions: Seasonal Parks 2/28/14 – Open Until Filled. Director of Parks 5/2/14 – 5/16/14. Fleet Manager 5/7/14 – 5/30/14. Police Officer 5/9/14 – 6/20/14. Parks Maintenance Worker I 5/15/14 – 5/29/14.

In Process: Background investigations are ongoing for P/T Police Records Technician, P/T Police Background Investigator and Firefighter. Economic Development Director closed on 4/18/14 and interviews will be scheduled shortly. The Police Department conducted testing for the Animal Control Officer position on 5/14/14.

Open Enrollment was held this week and we're working to process the insurance election forms for all our employees.

Information Technology

Development: Continued gather quotes and meeting with Telcom carriers for Data line upgrades. Perform several database backup processes. Compiling the requirements and needs for a phone system replacement of our current system.

Systems: Configured/troubleshoot backup jobs in ARCServe. Built VDI image for Patrol Report Pool.

Network: Updated police code in Fatpot, troubleshoot issues with Fatpot changes. Restored Pentamation suspect databases, resolved issue with power over Ethernet rebooting ip phones, received replacement switch from Cisco. Met with contractor to go over fiber run from Ticket booth to Sugar factory office. Replace wireless access point and switch at Jordan Landing COP Shop.

Utility Billing & Customer Service

Customer service and utility billing sent 4,086 bills, 15 shutoffs, 100 delinquent letters and handled 3,997 transactions.

Events & Reservations

Final Parks, Trails & Open Space meeting was held this week at West Jordan Middle School. Now begins the process of compiling the information gathered from the meetings. Rescheduling rained out games for both soccer and baseball. The Utah Youth Soccer Association State Cup Tournament runs May 15-24 at the West Jordan Youth Sports Complex. Finalizing plans for Memorial Day Tribute May 26 at 7 p.m. We will be recognizing MIA's and POW's from West Jordan. Finalizing plans for the Get into the River Festival/9000 S. Tunnel ribbon cutting May 31 from 10 a.m.-2 p.m. Volunteer coordinator has a group coming in Saturday to paint the arena railings. A group also came Wednesday and numbered the seats.

Public Information

Met with Utah Jazz to finalize details for Sierra Newbold Playground Ribbon Cutting May 30 at 2:30. Updated economic development section of the website in preparation for International Conference of Shopping Centers. Added RDA and Capital Activities to the City Manager's Proposed Budget and online. Met with Jordan School District to fine-tune details of anti-graffiti campaign. Met with library staff to finalize details for Summer Reading Kickoff Party June 7 from 10 a.m.-2 p.m. Held quarterly meeting for the Utah Association for Government Communicators – I serve as president of this group.

Business Licensing & Rental Dwelling

Stuffed and mailed 922 invoices for this quarter for Business Licensing.

CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, May 16, 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 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> <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 review and comment.</p> <p>May 16, 2014 – Planning Commission forwarded positive recommendations to City Council concerning draft amendments to the sign code regulating digital billboards. A public hearing will be scheduled for the June 11 meeting of the City Council to consider the proposed amendments.</p>		

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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> <p>May 16, 2014 – City Council adopted the ordinance amending the zoning code</p>	Tom Burdett	Completed 5/14/14

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	regulating renewable energy systems.		
Future Land Use Map amendments and review of Multifamily sites	<p>A meeting date of June 4 was identified for a joint meeting between the City Council and Planning Commission. Staff prepared materials for discussion of alternative amendments to the future land use plan, coordination with Jordan School District and development vision.</p> <p>Based on the joint workshop of June 4, the City Council and Planning Commission directed staff to start the process to amend the City’s Future Land Use Map for properties generally located at 1) Redwood Road and Drake Lane from High Density to Medium Density 2) 9000 S. 1075-1150 West for something other than High Density Residential to Professional Office or Light Commercial 3) 7400 South 6400 West to consider land use options for the area currently shown as a future regional park.</p> <p>November 1, 2013 – Changes will be scheduled for the planning commission in January of 2014.</p> <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>April 18, 2014 – Staff coordinated meetings with the neighborhoods at 1150 West and 9000 South on April 9th and Drake Lane on April 16th. Planning Commission is scheduled to make recommendations for future land use map changes on May 20.</p>	Tom Burdett	In Progress

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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 priorities. This meeting included the scope of work for the regional Redwood Corridor</p>	Tom Burdett	In Progress

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	<p>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> <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</p>		

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	<p>lighting improvements. The cost of securing a lobbyist for one year with total approximately \$50,000. However, with the possibility of tapping a 2014, state transportation fund balance of more than \$350 million, it should be possible to convince the State to support improvements associated with phase 1 of this project, 7800 S. to approximately 8200 S. The Council will decide on February 26 as to whether the City will issue an RFP for a lobbyist.</p> <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> <p>April 18, 2014 – – The economic development team and Mayor were able to view preliminary designs of streetscapes on Redwood Road. These designs call for planted medians, and on street parking, with wider sidewalks and uniform hardscapes. Administration is working towards the last of three interviews with potential lobbyists. On May 14th. We anticipate having a proposal before the Council associated with a lobbyist selection.</p> <p>May 8, 2014 – – Interviews of potential lobbyists, have been completed by the committee and a recommendation is being forwarded to the Council for their consideration on May 14.</p> <p>May 16, 2014 – City Council approved the contract with a lobbyist on May 14. Staff is preparing an RFP to procure consultants in the design and traffic engineering fields to assist with the physical improvement plan.</p>		
Stone Creek Special Service Area	Staff has begun meeting with representatives of the Stone Creek Area in	Rick Davis	In Progress

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	<p>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 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>		

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	<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 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</p>		

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	<p>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 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 city-wide parks, trails, and open space utility, the City could consider moderating the Stone Creek assessment. Such can also be considered for</p>		

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	<p>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> <p>April 18, 2014 -- The City is in receipt of a few dozen protests associated with the assessment area. A resident in the area has been active in soliciting protests from residents. Again, the protest period will end on April 30.</p> <p>April 25, 2014 -- To date, the City Clerk's Office has received approximately 60 protests out of approximately 650 residences. The deadline for filing protests is April 30, and the Council will take up consideration of the assessment area on May 7.</p> <p>May 9, 2014 -- On May 7, the Council determined to delay decision on the assessment area implementation, and take up the issue again on May 28. The City received 102 protests from more than 600 landowners in the area. This constituted a 17% protest.</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	Rick Davis	In Progress

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	<p>committee to develop a policy that would be adopted by the Council. Staff is in the process of assembling this committee. It is anticipated that a proposed direction would be coming to the Council before the end of November.</p> <p>December 13, 2013 – Committee work on this issue will commence at the beginning of the year.</p> <p>January 31, 2014 -- The next committee meeting is scheduled in February. Part of the discussion of this meeting will be the need to expand the scope of the committee to address the possible elimination or modification of pocket parks in targeted areas of the city.</p> <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> <p>May 9, 2014 – – The committee has reconvened and is currently examining properties of less than 1/10 of an acre. These properties are currently being inventoried and will be examined by the committee at their next meeting. The ambition of the committee is to develop policies, which will discourage the creation of orphan properties in the future and address the ongoing maintenance associated with existing orphan properties.</p>		
Sign Code	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	Tom Burdett	In Progress

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	<p>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>		
Branding Initiative	<p>February 14, 2014 – – This table will begin to provide updates specific to the implementation of the adopted branding initiative. The Branding Committee met this week to discuss the implementation of this initiative. A timeline will be sent to the committee and to the Council in the near future. A budget proposal has been composed and was reviewed by the committee. It will be sent to Council and a portion of that request will be part of the February 26 budget amendment proposal. The committee believes that there exist several strategies that should be implemented in the current fiscal year. However, much of the messaging associated with this initiative depends on the Council decision regarding a new logo. Meanwhile, there are a couple of exciting possibilities that were working on right now. For example, we would like to begin airing 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</p>	Rick Davis	

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	<p>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 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> <p>April 4, 2014 -- Staff is currently working to develop a style guide in policy associated with the new logo. The upcoming committee meeting will address the first pieces of implementation. We're also contemplating the possibility of a public unveiling of the new logo and branding strategy, similar to what we did for Share the Magic. The new style guide should be ready within a week and a half.</p> <p>April 18, 2014 -- With the selection and ratification of a new City logo, the committee has been active in initiating the communication of this logo in the community. We are now able to complete</p>		

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	<p>230 minute segments of the City video which will be shown at Jordan 24. In addition, you will soon be shown designs for new street banners carrying the new logo. Next, at the next Council meeting we will discuss the possibility of publishing a community guide or magazine, which we used, in a concentrated way, to communicate our brand message. A new website is also being developed called ImagineWestJordan.com. The site will be an alternative URL where citizens can access information about the branding campaign, special event information, suggestions on things to do and places to eat in West Jordan, as well as a number of other subjects that lie on the softer side of the municipal site. We continue to work with UTA to execute some co-branding at TRAX stops in West Jordan, and on trains. Finally, we're in the process of switching out employee IDs which will carry the new logo. Please let me know if you have any questions or want to discuss any of these initiatives in greater detail.</p> <p>April 25, 2014 -- The City video has been segmented, and we are produced 2/32 pieces for airing at the Jordan 24. Airing of those pieces will begin within the next couple of weeks, well in time to correspond with the release of several big movies this spring and summer. We're also in the process of switching out employee identification badges utilizing the new logo. Finally, a new style guide in policy will be presented to Department heads on May 14.</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,</p>	Ryan Bradshaw	

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	<p>Bryce Haderlie, Eric Okerlund, Ryan Bradshaw. The main topics that were discussed involved the financial reporting. Group agreed in concept to</p> <ol style="list-style-type: none"> 1. Prepare an itemized report of Green Sheet Items and Council Goals and report this to Council in February each year. <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 future with the new Finance System within the ERP.</p> <p>May 9, 2014 – Finance is working on the development of a quarterly report that will be presented to council. This report will increase the overall transparency of financial information. In addition, finance is working to increase the narrative within the Budget Book</p>		
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</p>	Rick Davis	

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	<p>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 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,</p>		

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	<p>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 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</p>		

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	<p>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> <p>April 25, 2014 – – The Mayor continues his outreach to build a coalition a mayors who would be interested in participating in a legislative effort to overturn the 1991 car dealership act. Meanwhile, our legislative committee has concluded interviewing a potential lobbyists in connection with future city transportation needs. We anticipate making a recommendation to the Council on May 14.</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> <p>May 15, 2014 – Will be scheduled for the next joint meeting of the City Council and Planning Commission.</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</p>	Marc McElreath	

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	<p>equipment to teach to larger groups.</p> <p>April 25, 2014 - May 3rd we will host the first Citizen CPR Class with 16 students. The next step will be to work the Kim Wells in advertising this new program and the goal is to host one class a month if we can get a minimum of 10 students to sign up for the training.</p>		
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>	Wendell Rigby	

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	<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 27, 2014 – Staff is scheduling meetings with other municipalities over the 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> <p>May 8, 2014 – City staff has begun meeting with other cities to discuss their snow & ice control programs. Wendell attended the APWA National Snow Conference in Cincinnati, Ohio during the first week of May and comes home with a lot of good ideas on how to revise the City’s program.</p>		
<p>Audio/video broadcasting and indexing of Council and other city meetings/events.</p>	<p>April 4, 2014 – The City Council directed staff at the March 26, 2014 Council meeting to begin an investigation of options associated with the broadcasting and indexing of Council meetings. Administrative Services will be the lead Department associated with this investigation, and progress has already been made in terms of assessing what neighboring cities are currently doing and what the costs are associated with the tools that they utilize for broadcasting their meetings. The City Manager has directed Administrative Services to convene or form a communications committee to guide this process.</p> <p>April 25, 2014- Staff has been gathering info. for project and will meet on 4/28/14 for coordination meeting.</p>	<p>Bryce Haderlie</p>	

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	<p>May 2, 2014 - Staff met on 4/28/14 and discussed the wide variety systems available. They are preparing a preliminary presentation for the Council so they can give direction on the features that they desire for a system so that staff can narrow its focus.</p>		