



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL
Week ending May 2, 2014**



Dear Mayor and City Council:

It isn't every day that a community breaks ground for a new fire station, but we did this week. I want to express my gratitude to our staff, specifically Julie Brown, Kim wells, Chief McElreath, and Chief Diamond for organizing and presenting this week's groundbreaking of the new Station 54. As I mentioned in my comments at the groundbreaking, this site at Bagley Industrial Park has a unique and very interesting history. It was a little more than 35 years ago, when Councilmember Judd Parr informed the Council at its January 11, 1979 meeting that Gerald Bagley was willing to donate property in the Bagley Industrial Park for a fire station. The City hired an architect and approved plans for a station here on this site in August of that same year of 1979. Philipoom Construction was awarded a contract in October of that year for \$136,813. Two and a half months later, on December 11, 1979, the station was completed. Just over two years later, the station was closed as a result of a downturn in the economy and the closure of many of the park's major businesses. It would take almost 6 years before Station 54 would reopen, first as a part-time station and training facility. It would not be until October 1994 that it was put into full-service. So there's a very interesting history associated with fire stations in the Bagley Park area. We look forward to its inauguration in the spring of 2015. Thanks to all of you for allowing this to happen.

The budget process continues to move well. Although there still remains quite a bit of work to do with regard to developing the final capital projects proposal and the budget for our utilities. Much of what needs to be done in our enterprises hinges on final direction from Council regarding utility rates. We are certainly sensitive to the fact that the Council may be considering a parks utility and therefore not have a lot of latitude with regard to other utility rates. The tentative budget, to be presented on May 14, will therefore not assume any increases in utility rates. I have been asked by a few of the councilmembers what this may mean to our enterprise budgets in the event that the Council decides not to touch utility rates this year. I have explained that we typically address these types of issues in a tiered manner. What I mean by this is that, in order to make the budget balance without a utility rate increase, we will first look to delaying the hiring of additional personnel and possibly delaying some capital projects. Ultimately, flat utility rates can and will affect existing staffing and compensation. Also, always remember that much of what we propose in terms of utility rate increases is being driven by several factors outside of our control. As you well know, water acquisition costs increase on an annual basis. Power rates can also have an effect on our operating budgets. Finally, regulatory mandates influence our budgets heavily. We look forward to having an open discussion with you on May 7 at our budget workshop. Meanwhile, should you have any questions about enterprises or any aspect of the budget, please know of our enthusiasm to meet with you and answer all of your questions. Our ambition is to place the final budget before you on June 11. Thanks as always for your leadership and support.

Now here are some other things happening around the City:

LEGAL DEPARTMENT

Code Enforcement

| | |
|----------------------------------|----|
| New Complaints | 28 |
| Complaint Reviews: Founded | 72 |
| Unfounded | 2 |
| Notice of Violation Issued | 72 |
| Compliance Inspection (14 day) | 11 |
| Compliance Letters Issued | 8 |
| Phone Calls, Emails and Walk-ins | 87 |
| Follow-up Requests | 50 |
| Subpoena Service | 2 |

POLICE

There were twelve deployments by the K-9 Unit this past week that ranged from an agency assist (UPD on a riot), to several narcotics sniffs (several of which yielded illegal substances).

The Warrants Unit arrested several people with multiple warrants where the bail amount totaled \$258,755.

The Major Crimes Unit was notified by South Jordan P.D. that Nathaniel Vamvas, a Lehi resident who had been missing for five weeks and was last seen in West Jordan, was found deceased in their city. Major Crimes Detectives assisted South Jordan P.D. in making notifications to the family.

Detectives Holt and Shumway attended the Crime Scene Academy.

Officers arrested a 22-year-old man for DUI. During the search of his vehicle, officers found \$4,800 cash and drug contraband. The suspect admitted the money was obtained through drug sales and was on his way to purchase more drugs. The money and drugs were seized and the man was booked into the Salt Lake County Jail.

Motor Officers spent much of their week training and becoming recertified on their motorcycles.

Traffic Officers responded on a four-car pileup at 9000 South 4800 West. Fortunately no one was seriously injured; however, three of the four cars were severely damaged.

Several officers attended an 8-hour explosives class. They learned what to look for and what they should do if an explosive device is found. They also personally watched demonstrations of exploding bombs and the resulting damage.

We held a badge pinning and awards ceremony on Thursday, May 1, 2014 at 4:30 p.m. Three new officers received their badges, Brett McMullin, Nelsen Vargas, and Kelila Ranney. Two officers, Gus Andreen and David Horowitz, received Purple Heart Medals for substantial injuries they received in the line of duty. We also Recognized Police Records

Tech Stefanie Mathewson for donating a kidney in December 2013 which created a chain where three kidneys were donated saving three lives.

Some members of the Police Department attended the State Law Enforcement Fallen Officer Memorial Ceremony on May 1st as well.

FIRE

Operations

Congratulations to Dave Gray who graduated as a Paramedic from UFRA April 25th and was co-valedictorian of his class. Congratulations also go out to Mike Jensen who will now be promoted to Engineer.

On Wednesday April 23 we had a ground breaking for our new fire station 54. This new station will be able to house up to 6 firefighters with apparatus, have a police substation and a 50 seat community room.

Training

In an effort to stay up to date with current medical treatments, West Jordan Fire Department has started carrying Amiodarone. This medication is used in cardiac arrest. In order to put this medication into service the paramedics received an in-service training taught by Dr. Bart Johansen. During this training session, Dr. Johansen also reviewed 12 lead EKG interpretation. The in-service was hosted by Jordan Valley Hospital.

Prevention and Emergency Management

We held the monthly meeting of the Local Emergency Planning Committee. The focus this month was a review of the businesses that have reported their chemical storage under the Tier II reporting requirements. And we talked about empty rail cars being transferred in West Jordan. These include diesel, propane and crude oil.

We also attended the joint City Council and Planning Commission meeting. The discussion about widening roads will be of benefit to the Fire Department.

PUBLIC WORKS

Capital Projects

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 weekend of May 3rd. Traffic is moving dangerously fast through the work zone as evidenced by multiple cone being hit every day. UDOT has granted a 5 MPH speed reduction for the work zone. Please ask your neighbors and friends to SLOW DOWN. Two additional combination storm drain boxes were found below grade in the median that were lower and will need to be raised back to grade when the median is replaced. Additional public involvement costs were required by UDOT over and above pre-bid conditions.

Below are some pictures of the work taking place on April 29, 2014.



Safety Box being assembled.



View of the excavation from 9000 South –note storm drain, gas, and fiber optic lines.



Morgan Asphalt is the mini excavator at bottom right rough cutting for trail.

Rocky Mountain Power work is complete. Acme Construction is complete with Phase 2A, the conduit construction for the power burial.

Wastewater

TV inspection, general maintenance and cleaning:

- Oaks Phase 4
- Sycamores Phase 6
- Bloomfield Heights Phase 2
- Shadow Mountain
- Salt Lake Community College
- Cleaning footage – 2,447'
- Televised footage – 1,764'

Provided construction support on the sewer mainline repair projects in Sugar Factory Road, by providing a dump truck driver and hydro-excavation support around utility lines.

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



Assisted Engineering for two days to GPS numerous manhole lids and sewer mains throughout the city.

Provided a driver to the sewer repair construction projects.

Regular weekly maintenance of the three diversion gates.

Storm Water

Staff helped rescue some ducks in the storm drain line on 7000 South 1400 West.

Potholed for the utilities at from 1500 West – 1510 West 9104 South.

Staff cleaned the storm drain system in:

Canterbury 3, 5, 6

Lucky Clover Subdivisions

leaned and hydro-excavated the drainage ditches in Bagley Industrial Park on Bagley Park Drive.

Modified a storm drain grate in the Oaks East Park.

Culinary Water

Completed 209 blue stakes throughout the city.

Data collection of 100 features through the GPS system for:

7800 South water features

Smith's 7800 South

Water samples taken:

20 routine

23 CL2

10 water chemistry

8 investigative for new construction.

Operational work orders that included:

Water quality including taste and color

Low water pressure

Possible water leaks

No water service

Service line breaks at the following locations:

7509 south 3245 west
Main Park
6654 South 3235 West

Fire hydrant repairs at the following locations:

7181 South 3930 West

SCADA pressure transducers replaced;

Chevron PRV site (downstream PSI)
Sycamores PRV site (upstream PSI)

Staff repaired a leaking PRV in the Sycamores PRV vault.

Repaired and rebuilt the pump control valve in well 5.

Shutdown the water main located at Summerset Villas for the contractor to repair his 2” meter setter.

Replaced a bad relay in the RTU that controls the inlet valve at the Barney Reservoir site.

Repaired three broken valve boxes at the airport booster site; these were on the pump suction manifold outside the building.

Met with All Points wireless to troubleshoot library PRV comm-failure issues.

Performed the monthly generator maintenance at the three booster station generators and large portable generator.

Compiled the monthly fluoride report and sent it to the county health dept.

Assisted the cleanup from the canal breach located at 4000 West 9200 South.

Trimble GPS unit to Monson engineering for repair of the antenna plug.

Assisted Operations with the troubleshooting of the inlet valve at Barney reservoir.

Hauled the spoil pile from water breaks to the landfill.

Completed 5 work orders for utility billing.

Built and installed a new tag-out cap for a water valve in the main park.

Assisted operations staff repair 3 bad isolation valves located at the Airport Booster site.

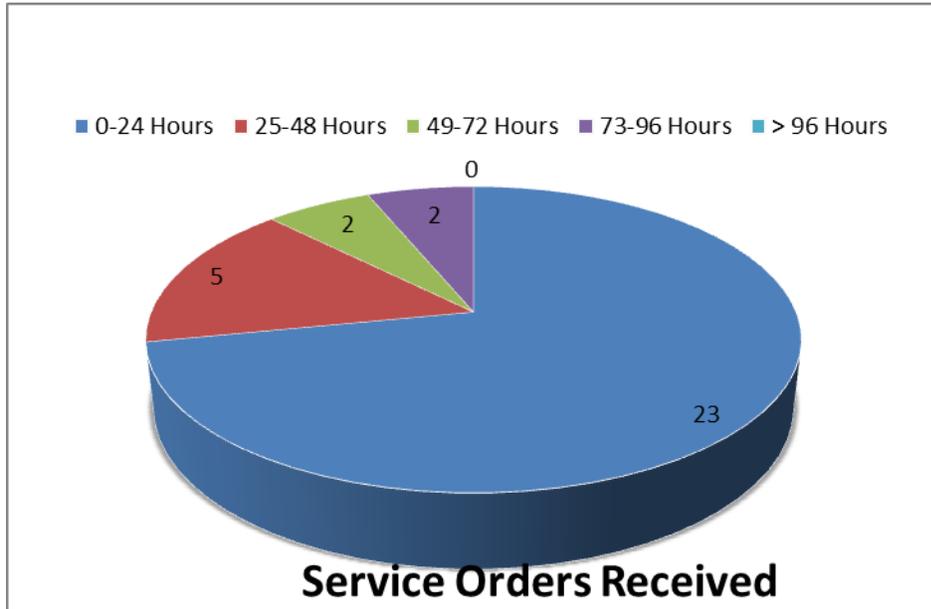
Staff responded and resolved;

6 low pressure complaints

1 flooding complaint

1 CL2 in water complaint

Fleet



General Repairs – 30

Repair from PM – 16

Road Calls – 1

Accidents – 1

Facilities

Carpet and base installed in Facilities new office.

Received bids for carpet for the Justice Center.

Painted and installed new desk sign for Andrew Thorup at City Hall.

Completed OSHA list at Public Work.

Painting at Senior Center.

Westley Green Roofing repaired roof leaks at Fire Station #53.

Cleaned and started painting shop floor at Facilities.

Re-installed cabinets in Facilities shop.

Fueled and tested all Generators at all City Building.

Had rusted metal outside door on Northwest side at Fire Station #53 replaced.

Four meeting set-ups at City Hall.

Changed three lights on overhead doors at Fire Station #52.

Traffic Engineer

Held a scoping meeting with Horrocks Engineers to begin the process to transfer the ownership of a few streets in West Jordan City between the City and UDOT. Streets under consideration are 7800 South, 9000 South and New Bingham Highway all between approximately Redwood Road and the Mountain View Corridor. City staff will be busy over the next month gathering information on past and future projects so a financial comparison can be made. When completed, the City and UDOT will meet and enter into a formal agreement to trade the ownership these streets in our area.

Streets

Sign management continues to inspect and measure retro reflectivity.

Streetlight maintenance;

- Replaced an 18 ft. downed light pole on Welby Park Drive

- Secured an unsafe pole on Decora Way

- Replaced a pole and fixture 6346 West 8955 South

- Traced and repaired three lights on Center Park Drive

- Restored power to six lights on Jordan Landing Blvd due to an underground power line failure

Street sign maintenance

- Replaced eleven street coordinate signs

- Responded to and replaced six signs that were hit by vehicles or damaged by the wind storm

Asphalt maintenance

- Continued efforts to repair asphalt in slurry seal area

- Completed several work orders on pot hole patching

Comcast Cares Day

- Employees participated in Comcast Care Day. They assisted in preparation before, during and after the event

- Five dumpsters were placed and rotated in several locations

Solid waste staff set out two dumpsters to help residents to clean up tumbleweeds.

Six employees attend the road school conference in St. George.

Parks

Continued weed abatement effort throughout the city.

Continue spring clean-up of cemetery and winter grave repair.

Prep Ron Woods complex for league play and work to get Constitution Park in playing condition.

Continued Seasonal interviews.

Yearly employee evaluations meeting held with staff.

Comcast Cares Day

Worked on project list

Ordered supplies and stockpiled materials to be used for Comcast Cares.

Cleanup after event

Charging and repairs of irrigation systems throughout the city.

DEVELOPMENT SERVICES

Administration

Director and division managers provided training to a class of city employees on leadership and operation of the Development Department. The training included planning, building, and economic development. A tour of the Jordan Valley Station and Bingham Business Park was conducted the same afternoon, following the training.

The director attended national training and conference of the American Planning Association in Atlanta, Georgia. The keynote speech of the conference was provided by the U.S. Surgeon General, who gave a talk on creating healthy communities through planning and new program titled Health Impact Assessment (HIA). This new program is focused on increased physical activity, reduce air pollution, reduce injuries (safety) and improve access to health programs. The director attended sessions on thoroughfare corridor planning, cost to serve land use types, managing development departments, land use law, recent takings decisions, economic development, demographics (jobs, transit, housing), designing walkable urban thoroughfares, place making and airport land use compatibility. The session materials will be shared with development staff. It was an outstanding conference and poignant with growth and economic development challenges in the city.

Economic Development

Director provided a tour of potential hotel and conference sites with Matthew Godfrey, from the Better City group. The tour included Jordan Landing, City Center and Gardner Village. They represent developers of hotel, convention, and hospitality entrepreneurs.

Development Review

On April 30th, the City Council and Planning Commission conducted a joint meeting to discuss – 1) possible action regarding development Quality Standards; and, 2) possible action regarding a possible cap on multi-family housing in the City. The meeting was conducted by Dan Griffiths who is the Director of Strategic Planning for Tanner Co.

Three (3) Administrative Conditional Use Permits were issued this week for roof-mounted cell transmission panels. These panels will be additions to existing arrays, and are located at the Jordan Landing Cyprus Credit Union, West Jordan Middle School, and a 3-story office building at 9071 South 1300 West.

The Planning Staff is currently reviewing and processing 52 active development projects. Eighteen (18) of these projects will be forwarded to the Planning Commission for a decision and/or recommendation to the City Council, and fourteen (14) will be reviewed by the City Council. Eighteen (18) of the projects will be approved administratively by staff. The Planning Staff progresses with work on at least seven (7) programmed long range planning projects.

Seven (7) new development applications were submitted between April 24th and May 1st. They include: a preliminary site plan for a proposed storage/warehouse at 5769 W. Fuelner Park Rd; four (4) temporary use permits for food vending (shaved ice and a regular food cart); and, two (2) administrative conditional use permits for off-premise directional signs.

Long Range Planning

Two maps were created for the purpose of showing the locations of multi-family developments within the City, and were utilized at the City Council meeting held on April 30, 2014. One of these maps shows all existing multi-family, while the other shows proposed multi-family projects. These maps do not include senior housing or mobile home parks.

Zoning and Enforcement

Building permits reviewed: 5

Business Licenses reviewed: 17

Temporary Use Permits: 2

Signs:

- Permits reviewed and approved: 2
 - Active Temporary Sign Permits: 10
 - Active A-Frame Sign Permits: 16

Building & Safety

Permits issued

4 new single family dwelling permits

15 misc. residential permits

7 misc. commercial permits

Total valuation of \$1.5 million

Inspections performed

204 field, investigative, and complaint inspections

CITY MANAGER'S OFFICE

City Clerk

Over the past few weeks, the Department had received 'Protests' regarding the Creation of the Stone Creek Assessment Area. The deadline for protest was Wednesday, April 30, at 5:00 p.m.; there were **104 protests received**.

BIDS/RFP'S Received:

BID – Slurry Seal Project, RD 14-03 – Tuesday, April 29, at 2:00 p.m. – Capital Projects

| <u>Contractor</u> | <u>Total Bid</u> |
|---------------------------------|------------------|
| American Pavement | \$360,337.62 |
| Intermountain Slurry Seal, Inc. | \$361,693.80 |
| M & M Asphalt Services | \$450,490.10 |
| Morgan Pavement Maintenance | \$406,503.64 |

BID – Asphalt (50 Blow Marshall) Concrete Mix – Tuesday, April 29, at 3:00 p.m. – Capital Projects

| <u>Contractor</u> | <u>Unit Price</u> | <u>Total Bid</u> |
|------------------------|-------------------|------------------|
| Asphalt Materials Inc. | \$47.60 | \$714,000.00 |
| Staker Parson | \$45.30 | \$679,500.00 |
| Kilgore Companies | \$47.80 | \$717,000.00 |

BID – Demolition of Brookside Mobile Home – Wednesday, April 30, at 2:00 p.m. – Capital Projects

| <u>Contractor</u> | <u>Total Bid</u> |
|-------------------|------------------|
| Nelson Demolition | \$4,298.30 |

RFP – Hazardous Materials Response Trailer (Design & Construction) – Thursday, May 1, at 2:00 p.m. – Fire Department

| <u>Contractor</u> |
|-----------------------------------|
| Verde, Inc. |
| Featherlite, Inc. |
| Specialty Vehicles Concepts, Inc. |
| Farber Specialty Vehicles |

Pending BIDS/RFPS:

BID – 2014 Chip Seal Project RD 14-04 – Tuesday, May 6, at 2:00 p.m. – Capital Projects

RFP – Code Enforcement Abatement – Thursday, May 8, at 4:00 p.m. – Attorney's Office

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

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

Office of Development Assistance

New applications received:

Hardy Manufacturing – Final Submittal

Redlines returned to developer:

Copper Valley Estates - Preliminary Subdivision

Creekside Townhomes Phase 2 Final subdivision and Site

Revised plan(s) returned for staff review:

Cottonwood Landscapes

Meetings held w/developer(s):

Staff met with representatives from Utah National Guard and their consultants to discuss the possibility of expanding parking at their facility.

Arranged meeting with staff and consultants from Oracle to discuss the expansion of their

facility.

Pre-Applications Meeting(s)

Roderick Flex Building #1 – 6099 W. New Bingham Highway

Weekly coordination meetings:

Meeting Peterson Development – Topics discussed:

Status of the review of various projects in the Highlands

Status of various development agreements currently being drafted

Progress on discussions for proposed recreational center on Peterson property

Three Forks 7 – status of review and reimbursement agreement

Strategic Plan and reimbursement queue

ADMINISTRATIVE SERVICES

Utility Billing & Customer Service

Customer service and utility billing sent 1,827 bills, 15 shutoffs, 135 delinquent letters and handled 4,123 transactions.

Events & Reservations

Thanks to all who participated in Comcast Cares Day! We got a lot of projects complete and had a great turnout despite the drizzling rain. Discussing the Soccer Policy with league and tournament representatives. Thanks to all who made the Fire Station groundbreaking a success. We've got a 5k/10k Glow in the dark Fun Run this Friday at Ron Wood Park along the Mountain View Corridor Trail. Rugby on Phase One of the Youth Sports complex starts this Friday and Saturday. Saturday morning Westvale Elementary will be holding their 5k fun run/walk. Sunday is the Domingo 4 De Mayo rodeo and concert in the West Jordan Arena. Second of four Parks Trails and Open Space town hall meetings is this week. Western Stamped Royalty contest on May 10th. Goldilocks Bike Ride comes through West Jordan on May 10th

Public Information

Community branding video will be shown in Jordan Landing movie theater beginning next weekend. Compiled May newsletter. Added Enterprise Fund section to the City Manager's Proposed Budget and online. Compiling graphics for Sierra Newbold Playground ribbon cutting May 30th at 2:30 p.m.

Business Licensing & Rental Dwelling

Stuffed & mailed 15 letters of inquiry for Rental Dwelling Licensing on property in question.

Assistant City Manager

Employee evaluations completed. Preparing info. on video system for Council Chambers, performance audit in multiple departments and an RFP for a community magazine. Participated executive budget meeting, joint City Council/Planning Commission mtg., scheduling meeting for soccer complex, and open house for parks and open space.

Human Resource

Open Positions: Seasonal Parks 2/28/14 – Open Until Filled. Animal Control Officer 4/11/14 – 5/2/14.

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 applications are currently being reviewed. We are working on job descriptions for Parks Director and Fleet Manager. Both jobs will be posted in the near future.

Recently Filled: Congratulations to Jamie Vincent who is being promoted to Deputy City Clerk/Recorder effective 5/5/14 and Casey Larsen who is being promoted to Parks Crew Supervisor effective 5/5/14. Charlie Sandness (Police Officer) started on 5/1/14 and Jill Larsen (Community Service Officer) will be starting on 5/5/14.

Open Enrollment will be held for all employees on the week of May 12th so we are working with our benefit broker to get everything ready for this event.

Information Technology

Development: Conducted meeting with Tyler to setup ERP - Security and Workflow Training for the City. Perform several database backup processes. Compiling the needs for a new phone system. This will replace our current system.

Network: Continued working on the Cisco 6509 switch, reconfigured all the boot files preparing for weekend cutover to new Interoperating system. Continued setting up SolarWinds Network Monitoring software. Configured Arbitrator server to connect to repaired Network attached Storage to recover police video files. Setup multiple printers on print server.

Systems: Assisted with upgrade of GIS Server from Workgroup to Enterprise. Updated VEEAM backup/replication system. Troubleshot ARCServe backup system. Ran benchmarks to test performance of NAS/SAN and network circuits.

CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, May 02, 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> |

| <i>ACTION REQUESTED</i> | <i><u>STATUS/PLANNED ACTIONS</u></i> | <i><u>PRIMARY ASSIGNMENT</u></i> | <i><u>TASK COMPLETE</u></i> |
|--|---|---|------------------------------------|
| | <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> | | |
| Wind & solar system amendment to the zoning code | 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. | Tom Burdett | In Progress |

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|---|--|---|------------------------------------|
| | <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>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</p> | <p>Tom Burdett</p> | <p>In Progress</p> |

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|--------------------------------|--|---|------------------------------------|
| | <p>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> | | |
| 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</p> | Tom Burdett | In Progress |

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|--------------------------------|---|---|------------------------------------|
| | <p>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 Redwood Road.</p> <p>October 25, 2013 -- The development director and city manager will be visiting,</p> | | |

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| | <p>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 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</p> | | |

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| | <p>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> | | |
| 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</p> | Rick Davis | In Progress |

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| | <p>the date of this report, it appears that residents would like to see the rehabilitation of grass, the installation of Park strip on Grizzly and Amethyst, and the addition of trees and other vegetation. They would also like to see the repair of the trail and additional aesthetic treatments to the pedestrian tunnel under Grizzly. Residents appear very open to the idea of selling some of the open space for developable lots as a means of acquiring the funding for these improvements. Our planning staff has prepared some options. At this point, it appears that the improvements that we will be proposing would cost approximately \$500,000 and would require \$80,000 of ongoing annual dedication. Staff is in the process of assembling a community meeting, to be held at the Viridian, near the end of September. We should have a final proposal for the Council near the end of October.</p> <p>October 4, 2013 -- Community Affairs and Parks are in the process of sending open house invitations to area residents. We anticipate holding this workshop before the end of the month. We believe we will then have what we need in terms of information and feedback from residents to enable us to make a presentation to the City Council by the second meeting in November.</p> <p>October 25, 2013 – A meeting with representatives of the Stone Creek Area has been scheduled for October 30. It is intended that this meeting assist us with the planning for an open house to be held in November. Invitations will be sent to residents of the proposed assessment area. 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</p> | | |

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| | <p>ratification.</p> <p>November 8, 2013 -- A future meeting will be conducted on or around January 9th, 2014, where staff and the neighborhood representatives will conduct an open house to discuss the improvements and maintenance costs associated with the proposal.</p> <p>December 20, 2013 -- More than 600 letters have been sent to residents within the proposed assessment area. These letters alert residents to the presentation of an open house on January 9, 2014 in the media resource room of West Hills Middle School. The open house will be presented from 6 PM to 8 PM and offer residents. The ability to provide feedback regarding the proposed assessment area and the improvements proposed for the area. Our intention is to gather citizen feedback, make any last modifications, and prepare a presentation for Council. I anticipate, depending on the feedback that we received from Council, and their willingness to move forward with the assessment area, to meet and April 1 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</p> | | |

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| | <p>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 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</p> | | |

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| | 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. | | |
| Orphaned properties plan | <p>A large number of small parcels not associated with any specific residential property are going unmaintained and presenting a serious and negative impact to our aesthetic environment. The City Manager has proposed the licensing of these properties to adjacent residents. There are, and would be certain conditions tied to these license agreements. The Council has expressed an interest to form an ad hoc committee to develop a policy that would be adopted by the Council. Staff is in the process of assembling this committee. It is anticipated that a proposed direction would be coming to the Council before the end of November.</p> <p>December 13, 2013 – Committee work on this issue will commence at the beginning of the year.</p> <p>January 31, 2014 -- The next committee meeting is scheduled in February. Part of the discussion of this meeting will be the need to expand the scope of the committee to address the possible elimination or modification of pocket parks in targeted areas of the city.</p> <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> | Rick Davis | In Progress |
| Sign Code | October 18, 2013 - Amendments to the sign code have been requested by Jordan Valley Medical Center, Utah Transit Authority | Tom Burdett | In Progress |

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| | <p>(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> | | |
| 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, ,</p> | Rick Davis | |

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| | <p>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 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</p> | | |

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| | <p>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 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 | 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. | Ryan Bradshaw | |

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| | <p>February 21, 2014 – Meeting was held om 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</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> | | |
| 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</p> | Rick Davis | |

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| | <p>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, this bill would prohibit indirect services being provided by an assessment authority. Meanwhile, it appears that little progress is</p> | | |

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| | <p>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 than we were.</p> <p>Meanwhile, we are continuing our interviewing a potential lobbyists, and</p> | | |

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| | <p>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> | 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> <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</p> | Marc McElreath | |

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| | training. | | |
| 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> | Wendell Rigby | |

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| | <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>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>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> | <p>Bryce Haderlie</p> | |