



**CITY MANAGER'S
WEEKLY REPORT
TO THE WEST JORDAN CITY COUNCIL
Week ending March 21, 2014**



Dear Mayor and City Council:

Much of my time this week has been dedicated to performance reviews. This has provided me with a renewed appreciation for the caliber of professionals we have working for Team West Jordan. We are truly fortunate to have some of the most experienced and dedicated people in the municipal government profession.

I did have the opportunity to break away from performance reviews and attend the Western Growth Coalition meeting and the Valley Emergency Communications Center Board of Trustees meeting. As I reported to you earlier this week, I have asked for a meeting of west side mayors to determine a course of action specific to the car dealership question or issue. I specifically believe it will be beneficial for our communities to secure the services of a lobbyist to begin a legislative assault on the 1991 act in the coming 2015 legislative session. I believe we should additionally mount an attack on all trade area restrictions as well.

At VECC, there was laid before the Board the issue of voting on the Board of Operations. Specifically, UPD and UFA, supported by their contracted cities, desire to reconfigure voting on the Ops Board so as to include not only UPD and UFA, but each of the individual contracted cities as well. These communities don't seem to appreciate that when they contracted with UPD and UFA, UPD and UFA became their respective police and fire departments. It's a matter of wanting their cake and eat it too. Meanwhile, the Ops Board is an advisory body that reports to the Board of Trustees, and is currently composed of law enforcement and fire professionals from member public safety agencies. Thus, if a city contracts with UPD or UFA, it has no law enforcement or fire agency. The Ops Board is configured this way so as to preserve the purity of the recommendations the Trustees receive from Ops. In other words, when I as a board member receive an Ops recommendation or other piece of information, I can have confidence that it represents the consensus of public safety professionals. It is not in our interest to dilute this board with non professionals, in a configuration and in numbers that would allow UPD and UFA to dominate discussion and consensus. I therefore spoke passionately against this initiative and in favor of maintaining the one vote one agency model.

Here are some other things happening around the City:

PUBLIC WORKS

Facilities

Monthly fire sprinkler test completed at all City Facilities.

Fire alarm panel test at City Hall and Justice Center completed.

Working on OSHA list at Public Works..

GIS (Geographical Information Systems Division)

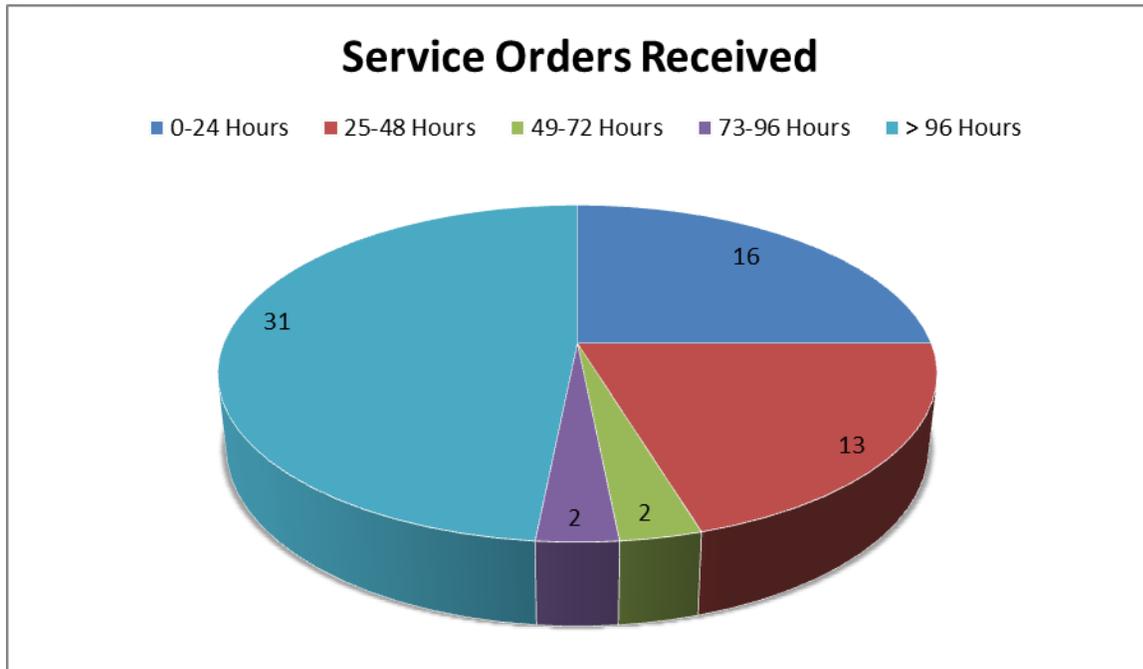
Updated a flood plain and RDA map for engineering showing the percentage of flood plans in 3 RDA areas.

Worked on creating an online map to show irrigation valves for the city. The map also includes pictures of each valve so the location of them can be found quickly.

Continued to work on updating the database for the Cityworks program.

Worked with ESRI Solutions engineer to create two apps for the West Jordan maps portal: Parks and Recreation Finder & My West Jordan Services.

Fleet



General repairs – 58
PM services – 19
Repairs from PM’s – 12
Road calls – 3

Engineering

5600 West Roadway Construction

Reynold’s Construction has replaced the existing 15 inch RCP sewer pipe in 7800 South from 5490 West to 5600 West. The new 21 inch PVC SDR-18 pipe will have more capacity to better serve development west of 5600 West. After the work was completed the temporary sewer pumps were removed and a temporary patch was placed over the trench. Striping will be placed next week. Reynolds is waiting to make its final utility connections from 7800 South to 5600 West until after the power lines are removed. At that time they will also complete the curb radius and place a final lift of asphalt on phase 1.

Rocky Mountain Power and Zayo are working to place lines inside the conduit placed by ACME construction. Zayo is half way complete as is Rocky Mountain Power. If the

weather continues to be good, it is hoped that they will complete their work in the middle of April. Century Link communications has been slow to begin its work.

Kilgore Contracting has been working to remove topsoil, rough grade the roadway and install utilities in 5600 West. To date the Contractor has installed over 900 feet of 18 inch sewer pipe, over 600 feet of 12 inch water line, and over 500 feet of 24 inch RCP storm drain pipe. The Contractor has completely removed the topsoil in 5600 West and is working to rough grade the road. During the roadway excavation process the Contractor discovered an old well that had not been abandoned properly. The City is currently working with a well driller to properly abandon the well. Next week the Contractor will be bringing in fill material to raise the grade of the roadway and removing material in the proposed pond location. Night work may be allowed by the Salt lake County Health Department. This work would continue for the next three weeks and end at midnight.

UDOT Jurisdictional Transfer of Roadways

The City Council approved the Mayor signing a letter to UDOT beginning the process of considering transferring the ownership of various roadways within the City. Under consideration are the transferring of 9000 South from 4800 West to 5600 West, and portions of 7800 South west of 4000 West to UDOT. The consideration will also include transferring portions of New Bingham Highway to the City in exchange for UDOT taking ownership of portions of 9000 South and 7800 South. Staff is presently working with UDOT and Horrocks Engineers to determine a scope of work and cost for an engineering analysis required as part of the transfer.

9000 South, 4800 West to 5600 West Reconstruction

City staff has completed an application for a State of Utah loan which would carry with it a 1.05% interest rate for reconstruction of this portion of roadway. Rick Davis and David Murphy from the City will be attending a State Transportation Commission meeting on Friday, March 21st to make a presentation to the Commission in hopes of obtaining this loan. If the loan is approved, a Request for Proposals will be distributed to engineering firms to receive proposals for design and construction documents for this portion of roadway. Since Federal funds will be involved, the City will be required to follow the Utah Department of Transportation regulations in the environmental investigation, design and construction of this roadway.

Grizzly 4 MG Water Storage Reservoir (Tank 2) – This 4 million gallon water storage reservoir was awarded to Absolute Constructors for \$3,644,216.00. The contractor has completed the excavation for the reservoir and will now prepare the subgrade and begin placing the underdrain piping and then form for placement of the concrete floor and footings. One of the early items of work is to install two valves into existing pipes on site that will allow the existing reservoir to continue to function while the new reservoir is under construction. This activity is planned to occur beginning the week of March 31th. The existing reservoir will have to be taken out of service for about one week to allow for the valves to be placed. Construction on this project will continue for about 8 months.

Highway Junction 3 MG Water Storage Reservoir (Copperton Tank) – Construction on this project has been underway since January. Site excavation work for the new reservoir is complete. The contractor has hauling in fill and prepared the subgrade for the reservoir floor. Construction is occurring now to complete the concrete work on the reservoir floor and wall footings. This activity will be completed in two weeks and then the contractor will begin to form the reservoir walls. This project completion is expected in approximately 7 months.

Well 3 Pump House –This project will construct a new well pump house and equip the well for operation. The new Well No. 3 Pump House is located on 9000 S near the intersection with the Mountain View Highway. The design work is complete and the plans will be ready to issue to contractors next week.

Well No 6 Rehabilitation – This project is to cleanup and rehabilitation and repair of Well No.6. Well 6 is the Cities largest production well and after many years of use it was necessary to rehabilitate the well. Bids have been received and a contract awarded. The contractor has mobilized to the site and work of the rehabilitation is now beginning. The goal of this project is to clean, repair, and rehabilitate the well, and equip the well with a new pump and electrical control panel. Well No. 6 should be back into production by late spring this year.

Project Bidding

Public Notice and Invitation for Bid were prepared for:

- Public Works Complex building roof coating
- Milling and Sweeping.

6 pre-qualification proposals received for the Well No. 3 Project

3 bids received for the Ron Wood Parking Lot

FIRE

Operations

We responded to the report of a self-inflicted gunshot wound. A male in his mid-twenties had been quick-drawing and finger twirling a .22 pistol. The gun was still loaded and went off, shooting him in the left leg. Patient was transported to Jordan Valley hospital.

While driving east bound on 90th South and about 50th West, ME55 notice a woman sitting in her car with a flat left front tire. We turned around and went back and offered our help in changing the tire. She was very appreciative for the help. We were able to change the tire and advised her that she should go to a tire shop and get some new tires because she was riding on steel belts.

Training

On Friday the 14 of March Assistant City Manager Bryce Haderlie presented leadership training to all of the Captains, Battalion Chiefs, Deputy Chiefs, and the Fire Chief. It was a training workshop regarding the leadership principles of the Arbinger Institute. The week of March 18th the Heavy Rescue team is training on rope rescue. The team is learning new techniques in high-angle rescue brought about by new innovative equipment and rescue systems. The training is being held at the Sandy Training Tower and taught by West Jordan Fire Department rope rescue instructors.

POLICE

The Warrants Unit went to San Jose, California to pick up a prisoner who was wanted out of our city for child kidnapping and rape of a child. The suspect's bail is set at \$225,000. They are working on another extradition out of Nevada, and also attended a three day training class on social media exploitation in West Valley.

Officers were called to a report of two juveniles smoking marijuana inside a home. The complainant is the homeowner and discovered that her son and his friend were engaged in the illegal activity so she called police. The responding officers found that the complainant's son had also been drinking alcohol, and that the friend is a person over 21 who provided the alcohol to the juvenile. Further investigation revealed a safe that is owned by the juvenile that contained a large amount of drug paraphernalia, unbeknownst to the complainant. Two arrests were made for the drug and paraphernalia possession, as well as the providing alcohol to a minor offense.

Officers responded on a self-inflicted gunshot wound. Upon arrival officers found a 19-year-old male shot in the upper thigh by a .22 caliber pistol. The man claimed he was cleaning his gun when it went off. Officers found no gun cleaning supplies on scene. After further investigation, it was determined the man attempted suicide three months prior. The man was admitted to the hospital for a psychological evaluation.

Interviews were held for part time records technicians; one to work in Records and the other to work in Animal Control.

LEGAL DEPARTMENT

General Legal

Drafted a temporary franchise agreement for presentation to the City Council on March 26, 2014. The telecommunications provider will be leasing existing fiber covered by an existing franchise agreement, and the temporary franchise will cover the transition. Completion of a new franchise agreement or encroachment permit is expected within the six-month temporary franchise period to cover the new provider and any additional or extended facilities for a longer term.

Code Enforcement

New Complaints	30
Complaint Reviews: Founded	30
Unfounded	9
Notice of Violation Issued	30
Compliance Inspection (14 day)	11
Compliance Letters Issued	7
Phone Calls, Emails and Walk-ins	71
Follow-up Requests	35
Subpoena Service	5

DEVELOPMENT SERVICES

Economic Development

Director and consultants from Bonneville research met with the owners of Gardner Village to explore private public partnerships to finance possible improvements to implement a village center vision.

Director met with Big-D Construction and Ensign Engineering to determine design needs and details for estimating the cost of relocation of the Jordan School District Auxiliary Services to city owned property located at 7600 South and 4610 West. This is one of the precursors to redeveloping the City Center site at 7909 South Redwood Road.

Development Review

On March 18, 2014, the Planning Commission held a public hearing for preliminary subdivision approval of Henry's Place Subdivision, consisting of 29 single family lots, located at 8305 South 2700 West. The Planning Commission, by unanimous vote of 7-0, granted preliminary approval of the development.

On March 18, 2014, the Planning Commission reviewed a request to rezone 2.78 acres of property located at approximately 7292 South Redwood Road from R-1-8 (Single-family Residential 8,000 square foot minimum lots) to PRD (H) (Planned Residential Development – High Density). The proposed rezone is to accommodate a 21-unit townhome development called the Amara Court Townhomes. The Planning Commission voted 7-0 to forward a favorable recommendation to the City Council to rezone the property.

On March 18, 2014, the Planning Commission reviewed a request initiated by the City Council to consider amending the City's Future Land Use Map for properties located at approximately 1850 West Drake Lane, from High Density Residential to Medium Density Residential, consisting of 12.1 acres; and another at approximately 9053 South 1150 West, consisting of 9.13 acres, from Very High Density Residential to Community Commercial. The Planning Commission voted 7-0 to table the item for up to two months, to allow staff time to meet with the property owners to further discuss details associated with the proposed amendments.

On March 12, 2014 planning staff approved a Minor Subdivision Plat for US Bank. US Bank is located at 7080 South Redwood Road. This Minor Subdivision approval allows for the creation of a single lot that will facilitate a sale to US Bank.

The Planning Staff is currently reviewing and processing 28 active development projects. Ten (10) of these projects will be forwarded to the Planning Commission for a decision and/or recommendation to the City Council, where eight (8) will be reviewed by the City Council. Fifteen (15) of the projects will be determined administratively by staff. As time permits, the Planning staff progresses with work on at least seven (7) programmed long range planning projects.

Zoning & Enforcement

Building permits reviewed: 7

Business Licenses reviewed: 7

Signs:

- Permits reviewed and approved: 2
 - Active Temporary Sign Permits: 7
 - Active A-Frame Sign Permits: 28

Community Development

Manager revised the RFP for the proposed Big Bend Habitat restoration area and coordinating with National Parks Service, U S Fish & Wildlife, Jordan River Commission, DWR and Utah DEQ.

The Manager revised 2014-2015 CDBG annual work programs to account for the unexpected increase of approximately \$34,000 in funding.

Manager continued coordination with partners in the event planning of the May 31 Jordan River Trail ribbon cutting.

Building & Safety

Permits issued

7 new single family dwelling permits

23 misc. residential permits

4 misc. commercial permits

Total valuation of \$2.0 million

Inspections performed

140 field, investigative, and complaint inspections

CITY MANAGER'S OFFICE

City Clerk

The Deputy City Clerk position was posted on Friday, March 14. Applications will be received until Friday, March 28, at 5:00 pm.

The department processed all of the approved documents from the March 12 City Council meeting, including transcribing the minutes. We also compiled the agenda packet for the March 26 Council meeting.

RFPS/BIDS received:

BID – Maintenance of City Well-Sites – Friday, March 14, at 2:00 p.m. – Capital Projects

Contractor

Valley Services, Inc. \$52,857.00

A to Z Landscaping, Inc. \$26,318.60

Hallmark Landscaping, LLC \$22,900.00

SOQ – Pre-Qualification of Contractors for Well No. 3 Pump House – Tuesday, March 18, at 2:00 p.m. – Capital Projects

Contractors

VanCon Inc.
Counterpoint Construction
Whitaker Construction Co.
Gerber Construction
COP Construction
Hills Construction

BID – Ron Wood Parking Lot Rehabilitation Project, #RD 14-04 – Tuesday, March 18, at 2:30 p.m. – Capital Projects

Contractors

Total Base Bid

Holbrook Asphalt Inc.	\$57,035.63
Ridge Rock, Inc.	\$38,427.50
Precision Asphalt Maintenance, Inc.	\$41,639.50

Pending BIDS/RFPS:

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

BID – Elastomeric Roof Coating – Thursday, April 3, at 2:00 p.m. – Public Works

RFP – Abatement (Code Enforcement Property) – Tuesday, April 9, at 4:00 p.m. - Attorneys

BID – Asphalt Tack Oil CSS-1 (15,000 gallons) – Thursday, April 10, at 2:00 p.m. – Public Works

RFP – Portable Restrooms – Thursday, April 10, at 4:00 p.m. – Events

Office of Development Assistance

Revised plan(s) returned for staff review:

Loneview South preliminary subdivision

Redline return meetings held:

Englefield Heights Phase 1
Three Forks Phase 7
Creekside Townhomes Phase 2

Plats recorded with Salt Lake County:

U.S. Bank subdivision
Villages at Jordan Landing road dedication plat

Meetings held w/developer(s):

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

Pre-Applications Meeting(s)

Wasatch Overlook – a proposed planned community located at 6700 West 7800 South

Weekly coordination meetings:

Meeting Peterson Development – Topics discussed:

- Strategic plan process
- Current reimbursement list
- Pioneering agreements affecting Highlands Development

ADMINISTRATIVE SERVICES

Assistant City Manager

There has been a number of questions on the soccer field use that I've been coordinating response on. Ongoing work with 2014-15 budget preparation. Met with County Fleet staff to coordinate our City transition with fleet. We learned a number of interesting facts that will help us move forward.

Business Licensing & Rental Dwelling Licensing

We have been cleaning up files and opening many solicitor licenses, including 9 in one day. Finished up licenses for the four businesses associated with Snugz USA. Rental dwelling is finishing up the delinquents for the year and helping businesses licensing clean up files.

Utility Billing & Customer Service

Customer service and utility billing sent 6,858 bills, 43 shut offs and handled 4,701 transactions.

Events & Reservations

Met with Comcast's risk manager to get project approval for **Comcast Cares Day/ I Love West Jordan Day** April 26th from 8 a.m.-noon. Met with Get Into the River Festival to plan this May 31st event. Scheduled more soccer and baseball leagues. Met to plan ground breaking Fire Station 54, April 15 at 11 a.m. Always in need of more volunteers, so send them our way.

Public Information

Created Economic Development director recruiting brochure, which is posted with the job application. Catch the final nights of the Theatre Arts comedy farce "Murder Room" March 21-22 at the Midvale Performing Arts Center. Youth Theatre's musical "Sleepy Hollow: A Musical Tale" runs March 20, 21, 27 and 28 at 7 p.m. and Saturdays, March 22 and 29 at 2 p.m. Performances at Joel P. Jensen Middle School, 8105 S. 3200 W.

Human Resource

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

In Process: Background investigations are ongoing for Animal Control Officer, Community Service Officer, Police Officer and Firefighter. Interviews for P/T Police Records Technician were held 3/20/14. Interviews for Development Coordinator will take place on 3/27/14. Interviews for P/T Police Background Investigator will also be held soon.

Recently Filled: Lissette Tapia (P/T Domestic Violence Victim Coordinator) and three Crossing Guards started on 3/24/14.

The final two sessions of our six annual sexual harassment training sessions were held this week. We held a St. Patrick's Day Wellness Lunch on 3/17/14. We're also working with our benefit broker and the benefit committee as we gear up for benefits renewals.

Information Technology

Development: ERP - General Ledger, Budget, and Project Accounting and Grant Analysis meetings held for the process collection phase. Review and audit the budget items for current and future FY's. Perform several database backup processes. Compiling the requirements and needs for a phone system replacement of our current system.

Systems: Reorganize server room configuration. Munis/Tyler system configuration. VMware maintenance.

Network: Configured 3 new Wireless access routers. Installed Station 55 Wireless access point. Upgraded IOS on 4 Wireless routers. Removed old switch from Public works. Connected fax line to Station 52. Cisco CCNA/Voice Training.

CITY COUNCIL PROJECT TASK TRACKING

Updated as of Friday, March 21, 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>November 1, 2013 – A draft code has been prepared and reviewed by planning and</p>	<p>Tom Burdett</p>	<p>In Progress</p>

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

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

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

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	<p>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, 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,</p>		

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	<p>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 scope of work from the WFRC for the regional planning effort. A public workshop to review land use recommendations will be scheduled for March or April. The RDA has contracted with Babcock Design Group for conceptual design for streetscape improvements between 7800 South and 8200 South.</p>		
Stone Creek Special Service Area	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	Rick Davis	In Progress

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	<p>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> <p>October 4, 2013 -- Community Affairs and Parks are in the process of sending open house invitations to area residents. We</p>		

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	<p>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 feedback that we received from Council, and their willingness to move forward with the assessment area, to meet and April 1</p>		

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	<p>target for assessment area implementation.</p> <p>January 10, 2014 -- the last open house to address the Stone Creek assessment area initiative was held at West Hills Middle School on January 9, 2014. Several dozen residents showed and the event was very successful. Staff has been working with a committee of citizen/resident volunteers from the area who assisted at the information stations. We received very positive and valuable feedback from the residents who attended. We are now in the process of assembling a presentation for Council consideration in February.</p> <p>January 31, 2014 -- Bob Thorup has prepared a notice of intent to establish an assessment area for staff review. Please remember that you will need to declare this intent and then hold a public hearing. There is also a protest of 30 days. Given all that is required to be accomplished to establish the assessment area, we do not perceive the ability to implement the assessment area until the third week in April.</p> <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 citywide parks, trails, and open space utility, the City could consider moderating the Stone Creek assessment. Such can also be considered for the Highlands assessment area which was established in 2013.</p> <p>February 21, 2014 -- Council will consider</p>		

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	<p>a declaration of intent to establish the assessment area on February 26.</p> <p>February 28, 2014 -- Council did declare its intention to establish the assessment area at the February 26 Council meeting. Notices are in the process of being sent to residents. They will have 60 days to protest. If more than 50% of residents protest, the assessment area will not be established.</p>		
Orphaned properties plan	<p>A large number of small parcels not associated with any specific residential property are going unmaintained and presenting a serious and negative impact to our aesthetic environment. The City Manager has proposed the licensing of these properties to adjacent residents. There are, and would be certain conditions tied to these license agreements. The Council has expressed an interest to form an ad hoc committee to develop a policy that would be adopted by the Council. Staff is in the process of assembling this committee. It is anticipated that a proposed direction would be coming to the Council before the end of 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</p>	Rick Davis	In Progress

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	meeting to begin this process moving again.		
Sign Code	<p>October 18, 2013 - Amendments to the sign code have been requested by Jordan Valley Medical Center, Utah Transit Authority (UTA) and Boulder Ventures to provide campus type master plan signage in Transit Oriented Districts (TODs). Staff is in the process of drafting the changes. City Council has also requested staff prepare minor changes be prepared to the temporary sign sections to allow some time frames (exemptions) for businesses impacted by major road construction.</p> <p>November 1, 2013 – Code amendments are being drafted and are anticipated to go to the planning commission in February 2014.</p> <p>February 14, 2014 - Amendments have been delayed waiting for information from Jordan Valley Medical Center and Bangert Station LLC (Boulder Ventures).</p>	Tom Burdett	In Progress
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</p>	Rick Davis	

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	<p>welcome to West Jordan that would be played as trains approach Gardner Village station. Finally, we are beginning the development of ImagineWestJordan.com, , a lifestyle website, which would capture most of the branding messaging. Our intention with some of our other communications is to drive eyes to that website.</p> <p>February 21, 2014 – – new logo concepts have been forwarded to the Council for their review prior to the February 26 Council meeting. Staff will seek a decision from Council regarding logo at that meeting. Meanwhile, the City Manager and the Mayor met with UTA to assess possible joint community marketing ideas utilizing transit which would be helpful in communicating the City’s brand message. UTA representatives expressed an enthusiasm for assisting the City in this endeavor.</p> <p>February 28, 2014 – – Decision on new logo 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>		
Budget Reformat Investigation	<p>February 14, 2014 - Scheduled a meeting with citizens and two Council members on February 19, 2014 at 6:00 p.m. in the Schorr Gallery.</p> <p>February 21, 2014 – Meeting was held on Feb 19th. The meeting was attended by Councilmember McConnehey, Councilmember Haaga, Dan Griffiths, Bryce Haderlie, Eric Okerlund, Ryan Bradshaw. The main topics that were discussed involved the financial reporting. Group agreed in concept to</p> <ol style="list-style-type: none"> 1. Prepare an itemized report of Green Sheet Items and Council Goals and 	Ryan Bradshaw	

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	<p>report this to Council in February each year.</p> <p>Second meeting will be scheduled to receive additional input from citizens who were unable to attend and continue discussions on improvement.</p> <p>March 7, 2014 – Have been instructed to compare Budget Documents from other cities with that of West Jordan and bring the proposal to the Mayor for review and discussion.</p> <p>March 21, 2014 – Working on comparison of the accounting coding for several cities through the ERP Process that will assist in clarifying the levels to which budget and financial reports will be provide in the 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 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</p>	Rick Davis	

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	<p>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 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</p>		

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	<p>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 anticipate having an agreement for you to review by next Council meeting or the first meeting in April.</p> <p>March 21, 2014 – Working with Western Growth Coalition to build consensus specific to advocacy against Car Dealership act.</p>		
Sign Ordinance Review	<p>February 14, 2014 – Staff is preparing an outline for a future discussion with City Council to identify the scope, committee members and time estimates for completion. This outline will be brought back city</p>	Tom Burdett	

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	council for further direction.		
CERT/CPR Resident Training	<p>February 14, 2014 - Continue to advertise and use all public outreach means to get citizens enrolled for CERT. Look to coordinate with the Police Citizen academy to offer CERT Training at a later date to those attending Police Citizen Academy.</p> <p>To offer Citizen CPR need to develop a plan to determine cost and equipment available to be able to teach CPR, will be working in the budget process to find existing funds that could be used to get the required equipment to teach to larger groups.</p>	Marc McElreath	
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</p>	Wendell Rigby	

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	<p>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>		