

# **Riverton City's 2013 Strategic Plan And Supporting Quantifiable Department Goals To be completed by December 31, 2013**

## **Priority: Economic Development – Facilitate Balanced Economic Development with an emphasis on:**

### **1. Development of the Western Commercial District (WCD)**

#### **Economic Development**

- Identify likely development patterns and scenarios for the WCD in light of new economic conditions
- Target square footage per year or by 2020 for commercial space, regional retail, and grade A office space upon completion of General Plan update
- Develop detailed plan for the Western Commercial District
  - Meet with major property owners to develop commercial design framework for WCD
  - Develop promotion / containment strategies for most likely development patterns
  - Work with major property owners to initiate a formal market feasibility study in coordination with the upcoming transit
- Maintain protective vigilance for WCD and prevent any development that compromises long-term WCD objectives

### **2. Development of regional entertainment and dining**

#### **Economic Development**

- One new sit-down dining establishment per year for next three years
- One family entertainment venue developed within four years (movie theater, bowling, etc.)

### **3. Complete at least 40% of the two-year transit study tasks as measured by UTA's project management chart**

### **4. Develop revitalization strategy for downtown including appropriate residential and commercial development**

## **Priority: Community – Maintain the Riverton Sense of Community**

### **1. Preserve valued traditions (pancake breakfast, Easter egg hunt, Santa visit, etc.)**

#### **Parks & Recreation**

- Form a volunteer committee to assist with ideas, budget, and programming for 2015 Sesquicentennial celebration
- Add two new recreation events

## 2. Enhance outreach

- a. Number of households (or % of households) with direct outreach contact

### Public Works

- Meet with property owners regarding the following City construction projects:
  - 4570 W Widening, 12600 S to Riverton Boulevard
  - 4150 W 12600 S Intersection Project
  - Redwood Road CDBG Project
  - 3600 W Detention Outfall Project
- Complete 5 Stormwater service or outreach projects
  - Provide and man two booths (Stormwater and Public Works) at What's Up With Riverton
  - Participate with the Salt Lake County Water Fair at Hogle Zoo
  - Participate in producing Stormwater TV commercials through the Salt Lake County Stormwater Coalition
- Provide Stormwater training to Inspectors and Contractors
  - Train 30 Registered Stormwater Inspectors and SWPPP Reviewers
  - Provide training at ten preconstruction meetings.
- Provide 2 voting members on the Utah Stormwater Committee
- Update website to provide information to public regarding construction projects
- Bring web-based mapping system online for public use

### Utility Billing

- Work with solid waste contractor to provide additional recycling methods for Riverton residents
- Educate residents on opportunities and options for recycling

### Administration

- Complete citizen opinion survey to gauge improvement and identify issues as directed by City Council

## 3. Deliver personalized service to citizens/developers/employees

- a. Departments establish and adhere to customer service standards

### Utility Billing

- Create utility billing customer applications in .pdf format to allow customers to complete forms online

### Water Department

- Continue providing water conservation tips to the public at least four times during calendar year

## 4. Manage software to track Citizens' comments / complaints

### Administration

- Respond to complaints in an average of four business days with an average resolution time of ten days
- Increase customer awareness regarding customer service tracking software by issuing quarterly reminders in the newsletter

## 5. Enhance the beauty of the City

- a. Develop downtown beautification plan in conjunction with the General Plan update
- b. 25% of downtown RDA project area's open acreage developed each year
  - o Negotiate with UDOT for landscaping of NE corner of Redwood Rd and 12600 S

### Parks & Recreation

- Complete the Riverton City Main Park Design including project costs for phase I and estimated costs additional phases

### PW / Engineering Department

- Construct Mountain View Park phases II and III

## Priority: Infrastructure and Transportation Enhancement

### 1. Improve capability of the City to manage and utilize culinary water supply including communication with the public

#### Water Department

- Complete Construction of Green Well pump station
- Renovate grounds at High Tank
- Improve security at Water Facility by enclosing truck building

### 2. Improve capability of the City to manage and utilize secondary water supply including communication with the public

#### Water Department

- Construct secondary turn out and pump station at Jordan River

### 3. Develop plans for Public Works (PW) Facility to accommodate City at buildout

#### PW / Engineering Department

- Install generator to power at Public Works Facility
- Install awning to hang snowplow salters by

#### PW / Fleet Department

- Develop short and long-range fleet replacement and maintenance plans

### 4. Secure regional and local highway system funds to develop transit infrastructure in the Western Commercial District (WCD)- multi-year (10 yrs) project

#### PW / Engineering

- Complete purchase of ROW for 4500 W from 13400 S to 13800 S
- Apply for Corridor Preservation ROW funding and purchase ROW for 4150 W 12600 S intersection

### 5. Improve Infrastructure throughout the City including cross-City connectivity

#### Water Department

- Complete final phase hydrant change-out project
- Complete fourth year of five-year meter change-out project

### **PW / Road Construction**

- WCD – Complete construction of 13400 S Project from Bangerter to Mountain
- WCD –Riverton and UDOT to complete construction of the Continuous Flow Intersection (CFI) at Bangerter and 13400 S
- Complete construction of 3600 W phase III from 11800 S to 12600 S
- Construct 1830 W from Park Avenue to 12600 S
- Construct Phase I of 1300 W widening project South Jordan boundary to 12600 S
- Complete construction of 2700 W Sidewalk project 12265 S to 12345 S

### **PW / Right of Way (ROW) Acquisition**

- Purchase ROW for 4570 W widening from 12600 S to Riverton Boulevard
- Purchase ROW for the 4570 W roundabout at Riverton Boulevard
- Purchase ROW for 4150 W from 12600 S to Riverton Boulevard
- Purchase ROW for Redwood Road CDBG Sidewalk project
- Purchase ROW for the 3600 W detention basin outfall project

### **PW / Road Maintenance**

- Crack seal 70 streets
- Slurry seal 60 streets
- 2-inch asphalt overlay 4 streets.
- 1-inch asphalt overlay on 13400 S from Redwood Road to Linda Marie
- Chip Seal the following streets:
  - 13400 S 2700 W to Bangerter
  - 13400 S Mountain View to 5600 W
  - 12830 S Redwood Road to 1300 W
- Sidewalk/Curb/Gutter maintenance:
  - Grind down trip hazards and replace curb, gutter, and sidewalk in various locations City-wide
  - Construct 5,000 sq ft sidewalk; 1,000 ft of curb and gutter; reconstruct 10 handicap ramps
- Re-stripe 125,000 linear ft of roadway; 150 arrows and letters; 12,000 ft of cross walks; and 50 speed bumps
- Complete weed removal in all public ROW

### **PW / Street Lighting**

- Retrofit to LED and refurbish all street lights on 12600 S to 2200 W
- Update specifications and installation guidelines for City street lights
- Additional street light installation:
  - 5 additional street lights on 1300 W from 11600 S to 11800 S
  - 10 additional street lights as infill where needed City-wide
  - 10 additional street lights on 2700 W between 12600 S and Bangerter

### **PW / Signals and Traffic Speed Control**

- Install 2 electronic speed control signs on 3600 W approximately 12700 S and 11900 S
- Conduct five neighborhood speed studies

**6. Implement Stormwater Treatment System as required by the Environmental Protection Agency (EPA)**

**PW / Stormwater**

- Reconstruct storm drainage facilities 2295 W 12770 S Riverton Village Park
- Construct the 3600 W detention basin outfall system
- Construct detention basin outfall safety modifications at 3508 W Chaminox Way
- Construct detention basin modifications to Mountain View Park according to Foothills Master Plan Study

**Priority: Public Safety - Improve the City's Capability to Respond to and Manage Emergencies**

**1. Integrate the many existing emergency plans that exist today into a single City emergency response plan**

**Administration**

- 50% Staff will be trained in the Incident Command System (ICS) levels 100, 200, & 700 training series

**Public Works**

- Develop Standard Operating Procedures for each Division of the PW Department

**Water**

- Purchase enclosed trailer to house emergency supplies and equipment

**2. Implement comprehensive communications plan**

**3. Encourage employees as well as community to be personally prepared for emergencies**

**Recreation**

- Complete the City's Continuity of Operations Plan (COOP)
- Complete EOCs at Public Works Facility and 1300 W Fire Station

**Priority: Revenue/Funding – Ensure Economic Viability of the City through 2018**

**1. Develop and communicate long-term revenue strategy**

- a. Complete annual review of impact fees for all five of the City's impact fee systems (Parks & Open Space, , Storm Drain, Transportation, Culinary Water, and Secondary Water)

**Administration / Finance**

- Complete update to Secondary Water Impact Fee Analysis
- Complete update to Parks Impact Fee Facility Plan and Impact Fee Analysis
- Update rate studies for Enterprise Funds

**2. Improve communications between Council, Staff, and Community regarding budget & financial reports**

**Administration / Finance**

- Publish Annual Report Card
- Each department to analyze one process each quarter using the Value Stream Map flowchart model

**Finance / H.R.**

- Outline procedures and necessary purchases for inventory control at Water Facility
- Convene Audit Committee on a quarterly basis
- Deliver quarterly Interim Financial Report including budget variance to Council
- Publish 2013 CAFR and PAFR
- Perform internal audits on a quarterly basis
- Move toward paperless system on three process
- Implement system to evaluate internal equity
- Review structures and update job descriptions for two departments

**Priority: Safety and Risk Management – Create and Develop Risk Management and Safety Protocol for all City Operations**

**1. Initiate programs to implement and monitor Safety and Risk Management**

**Attorney's Office**

- Conduct quarterly field safety audits
- Ensure practices are in place to reduce OSHA recordable rate
- Deliver brief safety tips or discussions at every City meeting including regular departmental staff meetings
- Apply for the Utah Local Governments Trust safety grant
- Provide respirators as warranted to appropriate field workers