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Subject: City of Lehi - Administrative Report - 3/1/13
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Attachments: [image001.png](#)
[2013_02_SalesTaxComparison2.pdf](#)

Community Partners,

Again, welcome to the weekly municipal news report for the City of Lehi, Utah! As always, the following list is meant to be an easy reference "Administrative Report" for you that details the efforts of the Lehi municipal organization in providing exceptional services to its residents, businesses, and visitors. In partnership with Mayor Wilson and the City Council, we are interested in significantly improving our transparency efforts in keeping our residents, media partners, and other stakeholders informed of city events, accomplishments, and activities that make Lehi a great place to live and do business.

The archive of these reports is on our website (www.lehi-ut.gov/government/administrative-reports) making this information available to not only our City Council and employees, but also to you and any others who might be interested in what it is that our municipal organization is doing with the \$100+ million that our residents and other tax and fee payers are entrusting us to expend on their behalf. This is a long report and we do not expect that you will read it word-for-word each week, but we hope that from time to time there will be interesting nuggets of information that will be of use to you according to your various responsibilities and interests.

This week, I have attached the latest sales tax comparison for all Utah cities that is compiled by our Finance Department. As always, if you have questions about any of these or future items, please feel free to contact me or any of the Department Directors named below for additional details!

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CITY OF LEHI - ADMINISTRATIVE REPORT - 3/1/13

ADMINISTRATION (Derek Todd – City Administrator, dtodd@lehi-ut.gov)

- Conducted final interviews for the Assistant to the City Administrator position that will function as our organization's Public Information Officer, Community Relations Manager, and Special Projects Coordinator. This employee will also manage the work of the Management Analyst and possibly a future Public Events Coordinator. After an extremely robust process that evaluated a large number of talented and highly qualified applicants over a three month period a selection has been made. When the offer letter is signed and this new member of our senior leadership team arrives, they will be introduced to the City Council and to the community.
- Conducted final interviews for the Human Resources Manager position who will manage all of our

organization's training, recruiting, federal law compliance, compensation, benefits, orientation, and evaluation needs. An offer has now been extended to the top candidate and once they have officially accepted the position and the other candidates have been notified, this new employee will also be introduced to the City Council.

- Participated in various community events and outreach opportunities such as the "Night at the Museum" event (I want to be sure to thank all of the Museum employees AND the amazing group of community volunteers that make this event possible!!), meetings and mentoring opportunities with college students from Lehi, reading Dr. Seuss books with Lehi Elementary kids, participation in the Annual Fox Hollow State of the Golf Course financial status meeting, and various meetings with concerned and interested residents.
- Calendar items
 - March 1 and 2, Night at the Museum Event, from 5-8 p.m. at Hutchings Museum
 - March 5, City Council Work Session. Tour of Police facilities and mingle with Officers, meet on site at 4 p.m.
 - March 14, Library Spring Gala, at 6:30 p.m. at the Legacy Center. Entertainment provided by Salt Lake City Jazz Orchestra. Tickets are now on sale at the Library for \$20 per person.

ADMINISTRATIVE AND LEISURE SERVICES (Brenn Bybee – Assistant City Administrator, bbybee@lehi-ut.gov)

- Continued to research, draft, and perform a variety of HR duties, including:
 - Continued research on a number of potential policy adjustments that may be proposed in a future amendment of the Employee Policy Manual.
 - Set up and held interviews for the top three applicants for the HR Manager position opening.
 - Set up and held interviews for the top four applicants for the Assistant To The City Administrator position opening.
 - Will hold interviews for the top three applicants for the Management Analyst position opening on Monday, March 4th.
- Continued discussion, research and analysis with the Administration and the Administrative & Leisure Services managers on potential upcoming budget requests for the next fiscal year and submitted them to the Finance Dept.
- Worked with Library staff and Community Relations Team to finish a press release on the Library Gala event coming up in a couple of weeks and about the Library in general.
- **City Recorder**
 - Prepared the 03-05-13 City Council Packet and took minutes at the 02-26-13 City Council meeting.
 - Continue to process the 2013 business license renewals
 - Mailed 270 delinquent business license notices
 - Participated in the Administrative Assistant interviews for the Power Department
 - Participated in the Code Revision meeting
 - Processed 11 new business license applications
 - Processed 1 GRAMA request
 - Helped HR process applications
 - Performed research for departments
- **Risk Management**
 - Attended a good meeting on Payment and Surety Bonds with other Cities from the area. The

- presenter was out of Colorado.
- We had a few incidents because of weather and a few fire hydrants were taken out of service because of those accidents.
- Completed the Safety walk-through at the Museum in preparation for 'Night At The Museum' occurring this week
- We had some vandalism on Pioneer Crossing.
- **Library**
 - Checked out 8,589 items.
 - Renewed 2,159 items.
 - Added 296 new items to our collection.
 - The total participants at our programs during the last week equal 1,063 participants.
 - Story time had 986 participants
 - She's Crafty had 18 participants
 - Kid's Club had 13 participants
 - Mommy & Me had 21 participants
 - Think Tank had 18 participants
 - Tours were provided for 7 patrons
- **Literacy Center**

Spring session will begin March 4th and will end May 16th.

One Eagle Scout project was proposed this week to renovate a 12 X 24 foot space. This will include repairs and painting of walls, hanging charts, and making the area an inviting space for our children.

The staff completed an inventory of 2000 books. They are now sorted, labeled and ready for the spring session.

We had an extremely successful "Green Eggs and Ham" fundraising event and celebration on President's Day with 683 hungry contributors! We want to thank all of those Literacy Center staff, community volunteers, and attendees that made the event a success!

- **Museum**
 - We are holding our Night at the Museum event this Thursday, Friday, Saturday night from 5-8 PM (*see the flyer at the end of this report*). This is our biggest event of the year, and will require around 80 volunteers in addition to Museum staff. We have advertised well this year and expect a big turnout. The IT department is helping us utilize a different payment method this year which will speed up the waiting lines.
 - With the warmer drier weather, we expect renovation efforts on the pioneer cabin to start up soon.
 - The archives continue moving forward on their goal of assembling and documenting 2,013 historical documents and photographs this year.
 - The Museum staff has noted a consistent stream of new guests coming in who have found out about the Museum simply by seeing the brown sign on the freeway.
- **Recreation**
 - Recreation Programs – Scrapbooking Sleepover was held Friday, February 22 and Saturday,

February 23. The next Scrapbooking Sleepover will be held in the summer. The boys baseball (3rd-8th grade) registration deadline was Thursday, February 28. The girls softball (3rd-12th grade) registration deadline was Thursday, February 28. The pre-season staff meeting for the upcoming indoor soccer program was held Monday, February 25. Indoor soccer games began Friday, March 1. Post-season youth basketball games began Thursday, February 28. These post-season tournaments will run for the next few weeks and finish on Monday, March 18. One of their USA swimmers, Hannah Hansen, took 1st place in the senior state meet in St. George in the 200 back stroke. She also qualified for the sectional meet in the 100 and 200 breast stroke. The sectional meet will be held in Federal Way, Washington, March 14-16. These accomplishments are a first for the Legacy Center USA swim team. Fitness classes at 9:30am are overflowing. Staff are considering the option to add more classes at that time.

- Outdoor Pool - As part of the budget process, the preliminary plans for the remodeling project at the outdoor pool were finalized with estimated dollar amounts and drawings. They are now ready for review by City Administration.
- Legacy Center Hot Tub – The UV system install was completed on Thursday, February 28. This should solve the high chloramines that have been problematic.
- Aquatics Staff - A lifeguard training class is in progress in preparation for the upcoming summer when 40-50 new lifeguards will be needed to staff both facilities.
- Recreation Budget – Recreation staff worked on and completed a budget proposal for FY 2014. The proposal was turned in to the Finance Department to be reviewed before budget meetings begin on February, 7.
- **Senior Center**
 - Served meals to 166 Senior Citizens this week.
 - We have had 18 Seniors sign up for the AARP Driving refresher class that will be held on Thursday, March 7, 2013 from 8:00 a.m. until 12:00 (noon). Anyone interested needs to call the Center at 801-768-7165 for additional information & to reserve their space in the class. The cost is \$12.00 for AARP members and \$14.00 for non-members.
 - Met with several Vendors regarding bids for budget items. Working on budget proposals.

DEVELOPMENT SERVICES (Doug Meldrum – Economic Development Director, dmeldrum@lehi-city.gov)

- **Building Division**
 - Issued 15 residential housing permits in the last 2 weeks.
 - Conducted 425 inspections in the last 2 weeks.
- **Economic Development**
 - We had three meetings with developers to discuss the possibility of various projects throughout the City. We will continue working on these possibilities with the brokers, property owners and developers.
 - We met with property owners on the funding of a new road in the City.
 - Attended the EDCUs Utah County Economic Development Forum where we discussed, history and vision for success, the Utah County Chamber of Commerce's role and how to work together to see additional success.
 - In the wake of State and Federal lawmakers discussion of changing gun laws in the country, we contacted several arms manufactures in the country to offer to provide a new home in a gun friendly Community/State. The conversations were preliminary but has future possibilities.

ENGINEERING (Lorin Powell – City Engineer, lpowell@lehi-ut.gov)

- A Preconstruction meeting was held on Monday on the Second Phase of the Adobe Loop Lines (16" Pressure Irrigation and 10" Culinary from 3200 North to 1850 West).
- The Plans for the 900 North Safe Routes to School sidewalk project on the north side of the street from 720 East to 1050 East are being reviewed.
- This past week the contractor continued to remove material from the Union Pacific and Frontrunner railroad undercrossing on the 2300 West Road Project. The concrete walls for the Waste Ditch structure have been installed. The temporary fencing in the north part of the project has been installed and the permanent fencing in the section between 300 North to 900 North is being installed. The installation of the 24" storm drain line is continuing and work on the retaining walls has started. Also, all of the permits etc. with the Union Pacific Railroad have been approved.
- Applications to build the street part of the TRAX line crossings at 3250 North Triumph Blvd. and 3250 West Traverse Mountain Blvd. were submitted to UTA February 27, 2013. When TRAX starts construction in this area, the overpasses will then need to be built. These two roads are critical to adequately serve the residential and commercial areas in the northwest area of the City.

FINANCE (Dave Sanderson – Finance Director, dsanderson@lehi-ut.gov)

- Complied the latest sales tax figures and comparisons state wide which is attached.
- Attended the Central Bank Economic Summit conference where Natalie Gochnour was the speaker.
- Continue to compile the request for the next budget year.
- **Accounting Division**
 - 198 checks processed totaling \$827,827.49
 - 1 out-of-state travel & training arrangement
 - Processed paperwork for 6 part-time employees
 - Completed assessment report for GBS relating to Health Care Reform Act
 - 4 parking citations issued and 2 citations satisfied
 - Reviewed and submitted FY 2013-2014 budget for Finance Department
 - Prepared annual impact reconciliation for Timpanogos Special Service District auditors
- **Treasury Division**
 - Shut off 27 delinquent accounts for nonpayment. Payment was received on all accounts and service has been reinstated to all accounts
 - Mailed 800 shutoff notices to delinquent accounts
 - Attended economic update hosted by Central Bank
- **Information Technology Division**
 - Finalized POSSE (Point of sale for special events) for the Museum's Night at the Museum event. This solution consists of 1 to 3 point of sale systems that can be deployed anywhere in the city for short term special events that need to accept cash or credit cards for admissions and other items.
 - Removed 20 plus years of built-up telephone wiring in the court building in an effort to further reduce the number of needed analog telephone services.
 - Patched all Windows Servers and Windows computers against vulnerabilities that are being actively exploited in the wild.
 - Patched Java, Adobe Flash, and Adobe Reader against vulnerabilities that are being actively

exploited in the wild.

FIRE DEPARTMENT (Dale Ekins – Fire Chief, dekins@lehi-ut.gov)

- Weekly Call Totals:
 - Total Fire Calls in the City: 20
 - Total Medical Calls in the City: 23
 - TOTAL: 43
- Inspections – **17** businesses were inspected.
- Public Education – We had **85** children and adults came to our fire stations and received fire safety training.
- Training - This past week the firefighters had **32** hours of training which included: Electronic Patient Care Reporting, Head Trauma, Wildland Refresher, Search and Rescue, Medication Administration, Wide Area Search, Extrication/Extraction and Natural Gas Fueling Stations.
- Continued the process of wildland refresher training. This training is required to keep NWCG red cards current. Riley Pilgrim from Unified Fire Authority instructing.
- Three firefighters attended a three day arson/fire investigation school put on by the I.A.A.I
- In an effort to streamline our training and training hours, Firefighter Clark Clifford has put a lot of time into our new training program “Ninthbrain”. We will be implementing some of our trainings through this program.
- Other Staff Work
 - Battalion Chief Rick Howard attended an incident leadership course that is an advanced leadership training for incident commanders. It is a week long, scenario based class utilizing Incident Management Team type 3 techniques including implementing leadership techniques during an all hazards incident. The goal of the course is to utilize communication, listening, command presence, and understanding team dynamics.
 - Crews visited Lehi High School and lectured them on the dangers of texting and driving.
 - A two hour CERT course was taught to the students at Merit Academy in Springville.
 - Captain Jake Beck met with Provo Fire Department Battalion Chief Jeremy Headmen in Provo to discuss Utah County LEPC grant funding he is also beginning the process of closing out the FY 2010 SHSP Utah County grant funding. He’s working w/ multiple agencies on providing proper documentation to be able to properly close out this account.
 - A new CERT class was started this week with nine students enrolled. Introduction to CERT and CERT organization were taught on the first night.
 - The Lehi City Emergency Management Committee meeting was attended.
 - Budget items were turned in for review.
 - Two of our interns have been hired on as part time personnel. We would like to welcome Bronson Smith and Mike Stevens as our newest members of our team.
 - This week we had a member of the Utah Valley Dispatch Center do a ride along with our department. Topics were discussed to help facilitate communication between both agencies.

JUSTICE COURT (Doug Nielsen – Justice Court Judge, dnielsen@lehi-ut.gov)

- The Court conducted a full law and motion calendar on Monday, the 25th. It conducted warrant hearings on Tuesday, the 26th. We had another full law and motion calendar on Wednesday, the 27th, including video hearings with the Utah County Jail and two (2) bench trials.

- The Court has received authorization to implement a new collections procedure through the Office of State Debt Collection. We anticipate implementing that program in March 2013, including off-site training for two (2) clerks. We have also made minor changes to the court calendar to improve accessibility to the citizens of Lehi.

LEGAL SERVICES (Ryan Wood – City Attorney, rwood@lehi-ut.gov)

- **Criminal Division**

- 120 court hearings, 31 of which were pretrial conferences;
- One trial, resulting in a conviction;
- Code Enforcement Committee meeting;
- Met with detectives from the Lehi City Police Department re: pawn cases; and
- Marathon Planning Commission meeting.

- **Civil Division**

- Met with Utah Department of Agriculture;
- Met with Code Revision Team and revised Title 5;
- Worked on draft of Museum Agreement, Syringa Networks Franchise Agreement;
- Research re: Residential Solicitation Ordinance;
- Participated in interviews for the Human Resources Manager position; and
- Finalized FY 2014 Budget Proposal

PLANNING (Kim Struthers – Planning Director, kstruthers@lehi-ut.gov)

- Development Review Committee. The DRC reviewed the following items at their February 27, 2013 meeting:
 - Patterson Construction – Requests review of a Zone Change on approximately 8.5 acres of property located at approximately 670 West 900 North from an A-1 (agriculture) to an R-1-8 (residential) zone. This item was scheduled for Planning Commission March 28, 2013.
 - Gardner Company – Requests Site Plan review for Thanksgiving Plaza located at 2951 West Clubhouse Dr. in an existing RC (Resort Community) zone. This item may be submitted for check-off.
 - PEG Development – Requests Conditional Use approval for an exception to Chapter 37, Design Standards for Hilton Homes2 Suites to be located at 3051 West Club House Dr. in an existing RC (Resort Community) zone to allow the building to be set back away from the road and an exception to the building materials. This item was scheduled for Planning Commission March 7, 2013.
 - PEG Development – Requests Site Plan review for Hilton Home2 Suites to be located at 3051 West Club House Dr. in an existing RC (Resort Community) zone. This item may be submitted for check-off.
 - Lehi City – Requests Site Plan review for the Lehi City Gray Well Pump Station to be located at approximately 385 South 2035 West in an existing R-1-12 zone. This item may be submitted for check-off.
- Other Staff Work
 - Spent time doing preliminary planning for the upcoming Murdock Canal ribbon cutting ceremony/celebration.
 - Attended the Utah Lake Commission Technical Committee meeting.

- Reviewed the City's current Master Transportation Plan road cross sections in relation to the proposed facilities in the Bike and Pedestrian Master Plan.
- Met with numerous developers to discuss future projects including Perry Homes, Edge Homes, Mountain Home Development (Traverse Mountain), and Micron.

POWER (Travis Ball – Power Director, tball@lehi-ut.gov)

- OverheadCrew
 - Terminated switches and ground sleeves on Traverse Mountain
 - Phased and switched downtown circuits
 - Cleaned-up around shop and yard
- At-Will/Substation Crew
 - Updated substation inspection records to the new record keeping software
 - Replaced cutting edge on backhoe and fixed hydraulic leak on pole tamp
 - Paralleled the Downtown Circuit to the 700 South Circuit
 - Helped Overhead Crew transfer the 7-11 onto the new Main Street URD circuit
- Subterranean Crew
 - Installed primary cables and set transformer for new Carson Meats
 - Worked on Traverse Mountain feeder project pulling 600 amp cable
- Service Crew
 - (22) Permanent power requests (connected 19, turned down 3 for non-compliance)
 - (10) Temporary power requests (connected 7, turned down 3 for non-compliance)
 - (4) Power trench inspections (passed all 4)
 - (6) Street light repairs
 - (10) meets with contractors/developers
 - Bad meter base change out
 - Pre-construction meetings
 - URD pad-mount transformer leveling
- Metering
 - Tested, programmed, and set up (14) three phase meters
 - Replaced (15) commercial meters as part of our smart meter change out program
 - Repaired a partial power complaint at bike shop located on 120 S. 1350 E.
 - Tested, programmed, wired, and installed a three phase instrument rated service at Thanksgiving park
 - Met with 11 scouts for power line safety demonstration
 - Performed (175) Connects and disconnects
 - Read (9803) meters
 - Connected service and installed commercial meter at Carson Meats
- Planning/Engineering
 - Prepared comments and reviewed projects for DRC meeting
 - Reviewed (1) zone change
 - Reviewed (1) conditional use request
 - Reviewed (3) commercial site plans
 - Design and costs for (1) commercial business
 - Completed (159) Bluestakes
 - Completed WECC/NERC submittals

- Recommended new person to fill Administrative Assistant position
- Completed FY 2014 Budget
- Put together (7) 100 kVA pad mount transformers

POLICE (Chad Smith – Police Chief, cjsmith@lehi-ut.gov)

- Total Incidents: 313
- Total Citations: 90
- Total Violations: 131
- Selected Calls
 - On 2/23/13 an officer observed a vehicle, traveling in front of him, driving in the middle of the lane divider. The officer initiated a traffic stop and advised the driver why he had stopped him. As the officer was speaking with the driver, he noticed a bottle in the center console and he requested that the bottle be handed to him. The bottle was open and contained alcohol. The driver was tested and found positive for alcohol. He was issued a citation for unsafe lane travel, plate light required, and open container.
 - On 2/25/13 officers responded to an agency assist regarding an adult male who was a suspect in a robbery in a neighboring city. The assistance turned in to a pursuit on I-15 but due to the circumstances associated with the other agency, Lehi ended their pursuit shortly after it began.
 - On 2/26/13 officers were dispatched to a residence in regards to a disorderly detail. The Reporting Party advised that her boyfriend was drunk and had assaulted her and then left the residence. Officers were able to locate the male and found that he had a very strong odor of alcohol. He was very impaired and intoxicated. He was arrested and booked into the Utah County Jail for Domestic Violence Assault, Disorderly Conduct, Intoxication, and Warrants for his arrest. He was also issued a No Contact Order.
- Events & Info.
 - Merit Badge classes began in February. The complete schedule is online and anyone interested may call the Police Department to sign up for the classes.
 - VIPS program (Volunteers in Police Service). We currently have 7 VIPS. Anyone interested in becoming a Volunteer may find an application on line at <http://www.lehi-ut.gov/government/police/v-i-p-s-volunteers-in-police-service>.
 - We are continuing our monthly meetings with all Lehi School Principals. These meetings inform schools of Critical Incident and Active Shooter procedures. The police department keeps a full library of all Lehi schools' perimeter and interior blue prints. This week we met with the Lehi School Principals and spoke with them about lock-down drills..
 - March 15, we will be starting RAD Women at Legacy Center. Anyone interested in signing up may contact the Legacy Center.
 - Anyone interested in a Police Department Ride-along, applications soon will be available online. Currently, applications may be picked up at the Police Department.

PUBLIC WORKS (Todd Munger – Public Works Director, tjmunger@lehi-ut.gov)

- **Administration**
 - Met with Public Works staff to discuss and finalize all Divisional Budget requests.
 - Administered a Pre-Construction meeting discussing the 3200 North Water Project.
 - Met with Brent Ventura from Horrocks Engineering to discuss an environmental screening

project for Dry Creek Park.

- Met with the City Administrator to discuss the current status of the Public Works Department, division projects, and emerging issues.
- Attended an Emergency Management Meeting to discuss preliminary EOC assignments.
- Attended Senior Staff Meeting.
- Attended the annual Rural Water Association of Utah conference in St. George, UT.
- **Fleet Division**
 - Took possession of the water dept.'s dump truck for repairs.
 - Personnel are in the process of obtaining bids to service all of the City's generators.
 - Met with Doug Smith Dodge to set up a charge account for future new vehicle purchases.
 - Continued to work on budget preparation.
 - Routine maintenance and operation.
- **Parks/Facility Division**

Reviewed materials and attended Development Review Meeting, addressing new construction items within the City.

Responded to and completed 30 (iworQs system) requests for maintenance and repairs throughout the City, including the work done at the Legacy Center, Parks, cleaning of buildings , electrical and Cemetery.

Remodeling completed, including paneling and trim installed, in the basement at the Museum to accommodate the Veterans who utilize the building.

Electric power service changed out by our electrician and installed a receptacle into the Senior Citizen office.

Cleaned up the Green Eggs and Ham event posters and banners and replaced them with Library Gala banners and posters all throughout the City.

Interred and arrangements made for four burials this week. Staff helped families select and transfer rights to graves to arrange for these burials. Created and mailed out eight new Cemetery Certificates. Worked on three different notarized family assignments to burial spaces. Sale of seven spaces.

Purchased 1500 plants to repot in the greenhouse as well as purchased various flowering seed packets to start.

Repaired the split block retaining wall at the Legacy Center.

Worked on brush clearing at the Dry Creek Park with a Community Service group.

Ice melt and ice removal around the City Complexes.

Working on installation of water features for Main Street improvements.

Met with Guardian Manufacturing about design changes to Trash Receptacles on Main Street.

Went to city parks and started monthly playground inspections.

Removed cement pad at Olympic Park in preparation for new soccer field.

- **Street Division**

- The snow plows spent most of Sunday dealing with drifting snow from the heavy winds.
- Personnel hauled and stock piled approximately 3000 yards of clay for the Water Dept.'s new irrigation pond. A new stockpile will be started in the City landfill and transported when needed.
- The street sweeper ran all week in an effort to keep the mud that is being tracked from the Public Works stock piled material onto 300 West.
- New speed limit signs have been installed on Main St. to reflect the findings of the traffic study and reduce the speed limit through the downtown area to 25 mph.
- 2 pothole crews continue to patrol the City repairing areas that are breaking due to frost leaving the ground.
- 2 of the 4 float bases have been fabricated, as requested.
- Personnel have attended the OSHA training held this week.
- Work is underway to determine an improved permitting fee schedule for road cuts and utility work.
- Inspected the indoor pool facility to see if there is something that the Street Dept. can do to improve the concrete traction problem on the deck.
- Continual O & M on snow plow equipment. Hydraulic lines that have been damaged by wear during the winter storm season have been replaced.
- Finalized the budget numbers this week and submitted them for consideration.
- Personnel have been working with the Police Dept. and contractor on Traverse Mtn. Blvd. to resolve the problem of construction employees parking along the City street. While there are complaints, it does not appear to be a safety issue. It is proposed that the contractor has Utah Barricade prepare a traffic control plan for review that will facilitate safe parking and travel for the residents.

- **Water Division**

- Lee Barnes, Greg Allred, J.D. Bunnell and Greg Soper are attending the Rural Water Conference in St. George this week. They are attending classes in water rights, State laws, new operational regulations with the State and EPA, utility maintenance, etc. CEU's (Continuing Education Units) will be earned to maintain current State certifications.
- Lee Barnes and Larry Hadfield recently attended training and passed required testing for State Backflow Prevention Certification, allowing them to administer and review plans and operations for the backflow requirements for Lehi City.
- Personnel attended pre-construction meetings for the 3200 North Adobe Loop Line Project and Kensington Place, Plat C.
- Personnel prepared and attended Development Review Committee to discuss City growth and development.
- Inspectors are currently working on several projects:
 - Mustang Hollow – The water main and service laterals are complete and testing will start the first of next week.
 - Xactware – Inspections continue as contractor lays water main. The inspectors met with Big D Construction to discuss compaction issues and are working on resolving concerns.
 - Snow Springs – The Drainage inspector observed installation of 2 new pour-in-place manholes per plans on 1300 So. Also, during a pressure test on the pressurized irrigation main a leak was discovered. The contractor is looking for the source and will make necessary repairs.

- Museum of Natural Curiosity at Thanksgiving Point – Made connection to the existing sewer main. Piping on the sewer lateral continues.
- YSA Church at 1100 W. 1500 S.- While making the sewer connection construction crews encountered large amounts of ground water, which has slowed the process of laying the sewer lateral.
- 2300 West Road Improvement Project – Met on site with contractor and identified the correct location for construction valve installation, before the new water main is laid.
- Drainage
 - BD Bush has finished the Lambert Drainage basin reseeding procedure.
 - Goran Construction continues efforts to lay pipe from Mtn. View Corridor to 2150 North. They're currently at a standstill due to differences in the elevations of existing utilities, which has been turned over to the engineer for resolution.
 - Drainage personnel are still assisting with Blue Staking until that position is filled.
 - With one of the drainage crew attending training the remaining operator has been assisting the hydrant technician in the secondary water.
 - 6 new NOI (Notice of Intent) permits have been added to the iWorQ permit program.
- Secondary Water
 - PI manager has been working on updating all of the lease agreements for the secondary water system.
 - Personnel met with property owner regarding 700 S. 300 E. surface water issues. Discussion toward resolution continues.
 - Irrigation manager will be attending a Provo Water Users stockholder's meeting this evening to represent Lehi City's interest in their water shares.
 - Reviewed the Grey Well prints and found several issues that require attention before the project is released for bid.
 - Hydrant technician reviewed over 375 Blue Stakes and marked as needed.
 - Hydrant technician assisted culinary crew with water and irrigation relocation.
 - Hydrant tech built irrigation services for new construction.
 - Hydrant technician completed a culinary shut down for Mustang Hollow subdivision.
 - Hydrant technician attended Blue Stake training/refresher course regarding new laws.
 - Hydrant tech repaired 2 fire hydrants.
 - PI crew painted piping at North Lake irrigation booster.
 - T-Chlor is being added by PI personnel to the 600 East Reservoir to insure proper clam chlorination.
- Culinary
 - Personnel repaired both culinary and PI services at 566 N. 1200 East.
 - Crews moved both culinary and PI services at 763 E. 900 N. and 855 E. 900 N. for the Safe Kids Walk Program.
 - Routine sampling completed at various locations.
 - Backflow personnel responded to a faulty backflow preventer at the City swimming pool and have replaced it.
 - Cleaned up leftover material after the prepping process at Grey's Well was completed.
 - Dug up and replaced a leaky culinary setter for a homeowner on State St.
 - Responded to a PI leak on Whipple Dr. and assisted homeowner with flood prevention measures. Repairs will be completed next week.
- Wastewater
 -

- Sewer crews hydraulically cleaned 5.3 miles of existing wastewater collection system.
- Sewer personal continued their annual TV inspections of existing waste water system as part of continuing maintenance program.
- TV'd a portion of new 24" concrete sewer line extension through HADCO Construction property.
- Completed 7 sewer lateral locates.
- Preparing Sanitary Sewer Management Plan for Division of Water Quality submittal.
- Meters
 - Crews read 7847 meters for cycle 2 billing.
 - Crews completed 223 meter repairs.
 - Re-reads for billing dept.
 - Set 32 meters.
 - Completed work orders and turn-offs daily for billing, as requested.

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Night at the Museum



Feb. 28, Mar. 1st, 2nd

The Doors Open At 5:00 pm

The Magic Ends at 8:00 pm.

\$4 per person, age 3 & up.

55 N. Center St. Lehi, UT

801-768-7180

[www.lehi-ut.gov/discover/
hutchings-museum](http://www.lehi-ut.gov/discover/hutchings-museum)

Just like at the movies... "Our Exhibits All Come Alive! "
This phenomenon has gone on for so long that we can't control it. Be prepared to be greeted by our famous Hutchings Museum T-Rex Dinosaur. Our 6th. year is bigger and better than ever. As you round the corner you get a glimpse of 2 beautiful Irish dancers, dancing just for you. Ann Frank, the little Jewish Girl will tell you tales of the Holocaust!

Christopher Columbus has landed at the Hutchings Museum in 2013, who knew he would be back?

We have Military men from the Colonial, Civil and Vietnam War's and Scientists. There are Dinosaurs, Trilobites. Indiana Jones will arrive on Friday night only and our Mountain Men and Women will demonstrate the old Pioneer ways of living. Watch for Renaissance & Medieval peasants and a few LIVE ANIMALS. Meet the Little Mermaid, Egyptians and Gangsters from the 1920's and 30's. The Native American Room will have stories, legends and games of our First People who lived on this land and to old Wild West Jail is full of the infamous out-laws of the early 1800's .

This is just a sprinkling of character's you'll fine here at the Hutchings Museum.

Everyone is invited but there is no room for STROLLERS!

We will be closed between the hours of 3pm & 5pm for set up .