

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
12/6/2016	Tolmachoff	Cellular Phone Tower Aesthetics	Staff will work with CM Tolmachoff to develop the Scope Statement for this item.	Scope Pending	McAllen, Sam	<p>Staff/VMLT discussed Scope Statement content. Staff is reviewing a new state law about cellular phone towers that took effect on 8/9/17. Staff will schedule a meeting with VMLT to clarify the impact of newly enacted law.</p> <p>An internal staff team is meeting on March 16 to discuss the impact the new state law has on cellular towers. A follow up meeting with VM Tolmachoff will be scheduled after this meeting.</p> <p>A meeting with VM Tolmachoff to discuss this item with Engineering and Planning staff has been coordinated for August 15, 2018. - This meeting has been rescheduled to August 29, 2018.</p> <p>10/24/18 - staff needs to get final approval from VM, JRM</p> <p>12/3/2018 Staff from the Planning Division and Engineering Department are meeting to review a draft scoping statement that will be sent to VM Tolmachoff for her review and approval.</p> <p>12/3/2018 - A draft scoping document was sent to VM Tolmachoff for her review and approval.</p>	-794

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
2/7/2017	Clark Tolmachoff	List of all City Owned Properties/Leveraging City-Owned Assets for Downtown Redevelopment	<p>CM Clark requested a listing of all city owned downtown property. CM Tolmachoff noted that a previous request for city property was limited and was not comprehensive would like a list of all city owned properties. VMTolmachoff said no right of way or easements, but the list should include vacant lots and buildings as there are parcels all over the city.</p> <p>082118 - Adding Mayor's request. leverage downtown assets we own and use them as catalysts to support development. staff make recommendations on the lease, sale, or use of city-owned assets</p>	Full Report Pending	Beard, David	<p>Staff will schedule a meeting with Councilmembers Clark and Tolmachoff to clarify scope. Staff met with CM Tolmachoff on 2.28 to clarify scope. Staff are developing a comprehensive listing and will meet again with CM Tolmachoff to review when complete.</p> <p>Draft memos were prepared and sent to the two Councilmembers on July 14 for their review. CM Tolmachoff has provided comments and the revised draft scope to be returned no later than 8/3. A draft of the revised memo was sent to the CMO on 8/2 and approved on 8/4. The draft memo was send to CM Tolmachoff on 8/4 and approved that day.</p> <p>A memo was sent to Mayor and Council on August 14, 2017. A workshop will be scheduled in early 2018.</p> <p>A follow up memo with a preliminary listing of properties was sent to Council on October 6, 2017.</p> <p>UPDATED - Staff is preparing an update to be presented at a workshop meeting in August/September 2018.</p>	-731

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
2/21/2017	Weiers	Distance Sign	Mayor Weiers requested a sign be posted, perhaps at City Hall, showing the distance to the sister city of Orland, Norway, 5,023 miles, and to be able to add additional sister cities as the Air Force expands the F35 training program.	Scope Pending	Ebersole, Trevor	<p>Staff met with Mayor Weiers on 3/8/17 for additional scope clarification. We are preparing exhibits for the Mayor to review.</p> <p>Exhibits were shown to Mayor Weiers on 6/16/17 and recieved additional clarification on scope. Staff are preparing a memo response.</p> <p>A draft scoping memo was sent to the Mayor's office on 8/3 for review/approval.</p> <p>Staff will meet with the Mayor's office on 8/18 to discuss possible revisions to the scope.</p> <p>A revised draft scope was sent to the Mayor's office on 8/18 and the Mayor is considering it.</p> <p>The Mayor requested rough estimates for proposed signage. An estimate was forwarded to his office on 10/6/17.</p> <p>The Mayor's office is working with vendors to secure pricing; the office is also soliciting sponsors for the project.</p> <p>Transportation staff will communicate with Park staff to determine what process would be needed for procurement and installation at Murphy Park.</p> <p>The Mayor's office is still working on pricing and soliciting sponsors for the project.</p> <p>The Mayor is seeking a funding source and has asked that this item be paused.</p> <p>This item is still paused by the Mayor.</p>	-717

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
3/7/2017	Aldama	Jazz & Blues Festival	This item was presented at the September 5, 2017 Council workshop; Staff received direction to develop potential options for further consideration, to bring back the Jazz and Blues Festival; Staff is in the process of developing draft business plan to potentially accomplish this objective and intends to present it to Council in Spring 2018.	Full Report Pending	Burke, Jim	<p>1/14/19: 2nd scoping meeting with CM Aldama and Special Events being finalized.</p> <p>10/24/18 Needs to be revised and scheduled for workshop</p> <p>9/11/18 - Revised scope for potential Jazz and Blues Festival to be updated after January 1.</p> <p>080218 - Meeting has been set for 9/5/18 with CM Aldama and Jim Burke</p> <p>7/9/18: Staff sent a memo to CM Aldama's office in April with a proposal for the Jazz and Blues Festival.</p> <p>5/7/18: This item is scheduled to be presented at a future Council workshop. It previously went to council on 9/5/2017.</p>	-703

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
4/4/2017	Aldama	Facility Needs Assessment at Public Safety Facilities	CM Aldama is requesting staff look into needs assessment for public safety facilities, specifically regarding repair/renovations/rebuilding of both police and fire buildings.	Workshop Set - Scope/Assessment	Woytenko, Michelle	<p>Staff will schedule a meeting with CM Aldama to define scope.</p> <p>Staff have scheduled a meeting with CM Aldama for June 7, 2017.</p> <p>Staff are preparing a memo of response based on the June 7 scope meeting.</p> <p>The City Manager will discuss with the Councilmember to see if a memo outlining cost will suffice.</p> <p>Staff will present to Council at a workshop in December.</p> <p>Staff presented information on Fire Station 152 at a workshop in December 2017.</p> <p>Staff continues to gather data with the intent to will return to Council with further information on the remainder of the public safety buildings in late fall 2018.</p> <p>10/24/18 - item is set for 11/13 workshop JRM</p> <p>11/13/18 - council consensus for staff to assess all public safety facilities. Future workshop item on a high level assessment of the facilities is due fall 2019</p>	-675

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
8/1/2017	Malnar	Medical Marijuana Ordinances	<p>Research/review discrepancies between current City ordinances and state law.</p> <p>This item was changed during the Scoping Meeting to include distance requirements between Medical Marijuana uses and daycare and preschool type uses.</p>	Scope Approved	McAllen, Sam	<p>Staff met with CM Malnar on September 5 to discuss details associated with this request. The Scope statement for this item is being drafted. Staff will schedule a follow up meeting with CM Malnar regarding this item. A meeting is scheduled for March 22 to discuss this topic.</p> <p>3/27/18 - A Scoping Statement has been drafted and approved by CM Malnar. The Scoping Statement has been forwarded to the City Manager's Office for approval. The Scoping Statement has been reviewed and approved by the City Manager's Office. This item will be scheduled for discussion at a City Council Workshop meeting.</p> <p>10/24/18 Staff intends to set this item to return to workshop in 2018, JRM</p> <p>This item was presented to City Council at their September 25, 2018 workshop. Planning staff submitted draft text to the City Attorney's Office for review and input.</p>	-556

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
10/18/2017	Aldama	Lazy J Property	CM Aladma requested staff to research and return back with information regarding the Lazy J property located east of 67th ave on Myrtle. What is the city's intentions with this property.	Full Report Pending	Duensing, Tom	<p>11/13/17 - Staff met with CM Aldama and prepared draft Scope of Work.</p> <p>1/10/18 - A scoping memo was sent to Mayor and Council. A workshop will be scheduled for early 2018.</p> <p>03/12/18 - Workshop presentation is scheduled for 04/24/18.</p> <p>7/13/18 - Workshop was held on 04/24/18. Staff will meet on July 31 to develop a timeline of required activities as requested by City Council. The key parts of staff's mission will be to 1) develop a fair/sensitive relocation plan consistent with any HUD restrictions, 2) ensure we have ownership in the properties, and 3) manage the project on site.</p> <p>8/29/18 - Staff has been working with the City Attorney's Office to ensure any proposed plan is compliant with Federal and state restrictions. It is anticipated a plan will be developed by October 2018.</p> <p>10/24/18 - Need to meet with CM Aldama again regarding action plan strategy and will schedule for Council workshop afterward</p> <p>11/9/18 - CM Aldama will be meeting with staff bi-monthly. We don't anticipate that this will be returning to a public session for the foreseeable future.</p>	-478

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
10/17/2017	Clark	Request for Service Application Overview	Council Member requested staff report on the types of applications(similar to SeeClickFix) that are available, their cost and functionality. Council member suggested a potential one year pilot program.	Full Report Pending	Moreno, Jean	Assigned to IT on an interim basis 11/8/2017 Tom Duensing to meet and discuss with CM Clark 12/14/17 - Met with Councilmember to discuss the CIOSI Request for Service demonstrations have been scheduled for staff to evaluate with anticipated January demonstrations. 082718 - Reassigned to Jean Moreno - A project team has been put together 11/1/18 - spoke to CM Clark to provide an update on the project, full scope has been developed along with software requirements. Committed to CM Clark that a decision about whether or not we needed to go to RFP would be made by the end of November. JRM	-479



Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
1/9/2018	Aldama	Identify homeowner ROW maintenance responsibility areas	Identify the right-of-way areas throughout the city where the homeowner is responsible for the maintenance.	Scope Approved	Ebersole, Trevor	<p>An Update Memo is in review by Transportation Staff.</p> <p>Transportation staff is still identifying areas of responsibility for city and property owners. Staff will provide a map to Council showing the areas in question once data has been collected and finalized. Modifications to the map are needed, should be ready by mid-June.</p> <p>Staff has completed the inventory map for the Ocotillo District, is now meeting with Econ Dev to discuss options.</p> <p>Staff is finalizing options and associated costs. Will meet with CM office in October.</p> <p>Presentation is under review by Transportation Director.</p> <p>10/24/18 - next step is to set workshop JRM</p> <p>Transportation staff are finalizing questions on the presentation brought up by the Director.</p> <p>Transportation staff are still finalizing Director's questions and comments for the presentation.</p>	-395

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
3/13/2018	Tolmachoff	Signs	Request to ensure that the sign ordinance section of the Zoning Ordinance is reviewed and updated as part of the overall Zoning Ordinance review/modification.	Full Report Pending	McAllen, Sam	<p>On May 17, VM Tolmachoff clarified that she would like to have the sign ordinance section of the Zoning Ordinance reviewed when the Zoning Ordinance is reviewed.</p> <p>092618 - Adding back on the trackign list. Sam is working to identify a consultant and will update with a timeline.</p> <p>This item needs to remain on the list until the zoning review/update is completed and staff must ensure that this section of the ordinance is addressed. It is expected that this project will take 12-18 months.</p>	-332

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
2/13/2018	Clark Weiers	Advertising at Bus Shelters	Staff to look into an advertising policy for sheltered bus stops, specifically audio advertising. Mayor aksed that it be specific to Glendale.	Scope Approved	Ebersole, Trevor	<p>Staff will look into audio advertising at bus shelters (including advertisement of Glendale specific items), the possibility of generating revenue to cover system costs and amount of staff time that would be involved.</p> <p>Transportation staff are reaching out to other cities in the region to see if they use digital bus shelter advertising. Staff will also contact City of Phoenix and Valley Metro to see if they have conducted any research on digital advertising.</p> <p>Transportation staff is continuing to gather information from other agencies.</p> <p>Transportation staff has gathered information from other agencies and is creating a presentation, will need review by department director.</p> <p>10/24/18 - need to set workshop JRM</p> <p>Transportation staff are finalizing questions on the presentation brought up by the Director.</p> <p>Transportation staff are still finalizing Director's questions and comments for the presentation.</p>	-360

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
9/11/2018	Tolmachoff	Sober Living Home Regulations	Vice Mayor Tolmachoff asked staff to evaluate possible sober living home regulations.	Scope Approved	McAllen, Sam	12/3/2018 - A draft scoping document was sent to VM Tolmachoff for her review and approval. 12/14/2018 - The scoping document was approved by VM Tolmachoff and the City Manager. This item will be scheduled for an early 2019 City Council Workshop Meeting.	-150
10/9/2018	Aldama	Process and Policy for selling city owned property and buildings	CM Aldama would like the City Manager and staff to draft and create a formal process and formal policy that guides and directs us as to how we sell city owned property and city owned buildings. He would like to meet with staff to help guide this and would prefer that this item return to a formal workshop and not just a memo.	Scope Pending	Phelps, Kevin	10/11/18 - Staff will schedule a scoping meeting with the Councilmember, David Beard, and Lisa Amos.	-122
11/27/2018	Clark	Motorized Scooters	Councilmember request for staff to review a recent ordinance adopted by the City of Scottsdale regarding the use of electric scooters.	Scope Pending	St. John, Rick	Met with Councilmember Clark to develop the scope. I will write up the scope and send forward for approval.	-73
11/27/2018	Clark	Relocation of the Prosecutors office	Consider alternative location for the Prosecutors. Look at possibly moving Fire from the Sine Bldg. to GRPSTC and move Prosecutors to the Sine blgd.	Scope Approved	Woytenko, Michelle	Scoping memo approved by VM Clark; Sent to Mayor & Council on 1/22/19; Workshop date TBD	-73
11/13/2018	Weiers	Hickman Way	The Mayor has expressed interest in changing the name of the 6250 stadium entrance to "Hickman Way", to honor the Hickman family.	Scope Pending	Ebersole, Trevor	City Manager is contacting the Cardinals and will follow up on this item. City Manager will contact the Cardinals.	-87

Date Requested	Requested By	Subject	Scope Statement	Status	Staff Assigned	Staff Notes	Days Open
12/11/2018	Clark	At Will Employment	Bring forward to Council Workshop a proposed amendment to Glendale City Code, Chapter 2, Article III, Sec. 2-68 to categorize all director and assistant city manager positions as "unclassified". This action would remove the right under the merit system for employees in these positions to appeal discipline and/or termination.	Scope Approved	Brown, Jim	Working on amendment to City Code. Target for 1/22/19 workshop	-59