



## NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION AGENDA

Notice is hereby given that the Cottonwood Heights City Council will hold a Work Session at 6:00 p.m. on Tuesday, **December 6, 2011**, in the Cottonwood Heights City Council Conference Room located at 1265 East Fort Union Blvd., Suite 250, Cottonwood Heights, Utah

- 6:00 p.m.**
1. **Jordan River Commission – (15:00)**  
*(Jordan River Commission Executive Director Laura Hanson will update the Council on status and plans of the commission)*
  2. **Public Relations Specialist Report (30:00)**
    - a. **Media Coverage**  
*(Public Relations Specialist, Stephanie Archibald, will provide a report on media coverage of city events)*
    - b. **Valley Journal**  
*(A review of plans for the January Valley Journal will be reviewed)*
    - c. **Quote for Website Mailings from Infobytes**  
*(Staff will discuss the price quote from Infobytes regarding city administration of its own Pro-Data mass mailing account through the website)*
    - d. **Website Analytics**  
*(Staff will review website statistics)*
    - e. **QR Codes**  
*(Staff will update the Council on the status of the QR codes)*
  3. **Public Works Report (30:00)**
    - a. **Review of Proposed Striping Plan for the Rolling Knolls Area**  
*(Staff was asked to review the possibilities of striping in the Rolling Knolls area and will review the information )*
    - b. **Update on Trip Hazard Removal Program**  
*(The City established a program for systematically removing trip hazard problems and will review what has been accomplished)*
  4. **Planning Department Report (45:00)**
    - a. **GIS Mapping Demonstration**  
*(Staff will demonstrate the new interactive map on the city's website)*
    - b. **Mountview Park**  
*(Staff will provide an update on progress on Mountview Park)*
    - c. **Report on Architectural Review Commission Meeting**  
*(Staff will report on the December 1 ARC meeting)*
    - d. **Update on Chamber Status**  
*(Staff will report on progress with establishing a Cottonwood Heights Chamber of Commerce)*
    - e. **Monthly Report on Development Projects in the City**  
*(Staff will review the status of development projects district by district with the Council)*

5. **Public Safety Reports (30:00)**
  - a. Unified Fire Authority  
*(Report from Assistant Chief Mike Watson on events of the week)*
  - b. Police Department  
*(Report from Chief Russo on noteworthy events of the week)*
    1. Military Leave  
*(Chief Russo will report on current military participation from the police department)*
  
6. **City Manager's Report (30:00)**
  - a. Emergency Planning Workshop  
*(Salt Lake City sponsored a workshop for elected officials or their representatives on December 2)*
  - b. CDBG Meeting  
*(Changes in funding and regulations were discussed regarding the distribution of the Community Development Block Grants)*
  - c. December Events  
*(City Manager Liane Stillman will review the events taking place during the month of December)*
  
7. **Administrative Services Report (30:00)**
  - a. Status and Update of Compensation/Classification Study  
*(Staff will update the Council on the progress of the study)*
  - b. Arts Council Meeting  
*(Staff will report on the Arts Council Meeting held November 16)*
  
8. **Mayor/City Council Reports (60:00)**
  - a. Legislative Luncheon  
*(The annual COG lunch where proposed legislation which will impact municipalities was discussed with Salt Lake County state legislators)*
  - b. Cottonwood Heights Legislative Luncheon  
*(The elected officials of the city met with state representatives to discuss topics specific to Cottonwood Heights)*
  - c. Council Assignments – Mayor Cullimore  
*(Mayor Cullimore will discuss status of Council assignments for next year as well as process for reviewing city protocols and procedures)*
  - d. Future of Salt Lake County Committee Meeting – Mayor Cullimore  
*(The County Council has sponsored a committee to explore the future of services for Salt Lake County and Mayor Cullimore will report on the proceedings of that committee meeting)*
  
9. **Calendar of Events (10:00)**
  - a. City Employee Christmas Party – December 13, 2011
  - b. Rededication of Cottonwood Heights Parks and Recreation Swimming Pool – December 14 at 4:00 p.m.
  - c. City Offices Closed – December 23 and December 26
  
10. **Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual**
  
11. **ADJOURN**

## PUBLIC COMMENT PROCEDURE

At each City Council Business Meeting any person wishing to comment on any item not otherwise on the agenda for public comment may address the City Council during the Public Comment period. Any person wishing to comment during the citizen comment period shall request recognition by the Mayor and upon recognition, approach the microphone and state their name and address the body. Any person wishing to comment shall limit their comments to no more than three (3) minutes, unless additional time is authorized by the Mayor. Citizen groups will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes. All comments shall be directed to the Mayor and City Council. No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate or dialogue with the Mayor, City Council or City Staff during the meeting.

The Council may choose to limit the amount of time allotted to public comment on a specific issue. In such cases, special procedures for determining who will be allowed to speak and the order of such speakers will be determined by the Council.

*On Monday, December 5, 2011, at 3:00 p.m. a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was faxed to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the City by the Office of the City Recorder. The Agenda was also posted on the City's website at [www.cottonwoodheights.utah.gov](http://www.cottonwoodheights.utah.gov) and the State Public Meeting Notice website at <http://pmn.utah.gov>*

DATED THIS 5<sup>TH</sup> DAY OF DECEMBER

*Linda W. Dunlavy, City Recorder, CMC*

*Council Members may participate in the meeting via telephonic communication. If a Council Member does participate via telephonic communication, the Councilmember will be on speakerphone. The speakerphone will be amplified so that the other Council Members and all other persons present in the Council Chambers will be able to hear all discussions.*

*In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify Linda Dunlavy, City Recorder, at 944-7021 at least 24 hours prior to the meeting. If you would like to submit written comments on any agenda item they should be received by the City Recorder no later than Tuesday at noon. Comments can be emailed to [ldunlavy@cottonwoodheight.utah.gov](mailto:ldunlavy@cottonwoodheight.utah.gov)*