



COTTONWOOD HEIGHTS CITY COUNCIL AGENDA

Notice is hereby given that the Cottonwood Heights City Council will hold a Business Meeting beginning at **7:00 p.m. on Tuesday, November 29, 2011**, at Cottonwood Heights City Council Chamber located at 1265 East Fort Union Blvd., Suite 300, Cottonwood Heights, Utah.

- 7:00 p.m.**
- 1.0 **WELCOME/PLEDGE/ACKNOWLEDGEMENTS**
 - 2.0 **CITIZEN COMMENTS**
(Please note: In order to be considerate of everyone attending the meeting and to more closely follow the published agenda times, public comments will be limited to three minutes per person per item. A spokesperson who has been asked by a group to summarize their concerns will be allowed five minutes to speak. Comments which cannot be made within these limits should be submitted in writing to the City Recorder prior to noon the day before the meeting)
 - 3.0 **REPORTS/PRESENTATIONS/PROCLAMATIONS**
 - 3.1 **Employee Recognitions**
(The Council will recognize certain police officers and employees for exemplary service and accomplishments)
 - 3.2 **Administration of Oath of Office to Reserve Police Officer**
(Damien Olsen will be sworn in as a Reserve Police Officer)
 - 3.3 **Standing Monthly Reports**
 - 1. Monthly Financial Report – City Treasurer David Muir
(The finance department will provide a report of the city budget as of October 31, 2011)
 - 2. Unified Fire Report – Assistant Chief Mike Watson
(Report by Assistant Chief Watson of medical and fire calls responded to in Cottonwood Heights during the month of October as well as other informational items from the Unified Fire Authority)
 - 4.0 **ACTION ITEMS**
 - 4.1 Consideration of Resolution No. 2011-45 Approving a “Safe Routes to Schools” Cooperative Agreement with UDOT
(Council will consider Resolution No. 2011-45 regarding an interlocal agreement with Utah Department of Transportation)
 - 4.2 Consideration of Resolution No. 2011-46 Approving an Interlocal Cooperation Agreement with Salt Lake City Corporation for Fire Hydrant Maintenance
(The city will contract with Salt Lake City Public Utilities Department to maintain fire hydrants in Cottonwood Heights beginning with fiscal year 2013)
 - 4.3 Consideration of Resolution No. 2011-47 Approving an Agreement with Salt Lake County for Tier II Zoo, Arts and Parks Funding for the Cottonwood Heights Arts Council
(The Cottonwood Heights Arts Council has applied for and been awarded a grant for support of the Arts in Cottonwood Heights)
 - 4.4 Consideration of Resolution No. 2011-48 Declaring Certain Property Surplus and Authorizing Disposition
(The city will surplus two BMW motorcycles used by the police department)

- 4.5 Consideration of Resolution No. 2011-49 Approving Appointment of Tom Shimizu as Chairman of the Cottonwood Heights Historic Committee and Jon Glausner as Vice-Chairman

(Tom Shimizu will be appointed as chairman of the Historic Committee following the resignation of the previous chairman; Jon Glausner will be appointed Vice-Chairman)

5.0 **ADJOURN BUSINESS MEETING AND RECONVENE WORK SESSION IN ROOM 250**

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, November 28, 2011, at 2:30 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 and the State Public Meeting Notice website at <http://pmn.utah.gov>

DATED THIS 29TH DAY OF NOVEMBER

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



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, **November 29, 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. **Salt Lake County Public Works Report – Kevyn Smeltzer, Operations Manager (30:00)**
(Kevyn Smeltzer will review with the Council the methods by which Salt Lake County provides and accounts for services provided to Cottonwood Heights)
- 6:45 p.m.**
- Canvass of 2011 General Election Returns**
(See separate agenda)
- 6:50 p.m.**
2. **Review of Business Meeting Agenda (5:00)**
 3. **Public Relations Specialist Report (20:00)**
 - a. **Media Coverage**
(Public Relations Specialist, Stephanie Archibald, will provide a report on media coverage of city events)
 - b. **Valley Journal**
(A review of the final proof of the Valley Journal will be reviewed along with a discussion of content for future editions)
 - c. **Pricing on Mass Mailing System for Website**
(Staff will discuss the price quote from Infobytes regarding city administration of its own Pro-Data mass mailing account through the website)
 - d. **‘Commit to Be Fit’ Banners**
(Staff will discuss pricing and budget for purchase of banners)
 4. **Public Works Report (40:00)**
 - a. **Review of Road Maintenance for FY11-12**
(Staff will review a proposed list of road maintenance projects in order to get input and direction)
 - b. **Street Light Installation**
(Staff will update the Council on the request for a new street light on Deer Creek Road at Vera Circle and the cost to bore power to the location)
 - c. **Street Light Study**
(Staff will review a proposal for an audit of the outside lighting and analysis of changing to emergency efficient bulbs)
 - d. **7200 South Sidewalk project**
(The city has been awarded a “Safe Route to Schools” grant to install and improve sidewalks from approximately 1350 East to 1650 East on 7200 South. City Engineer, Brad Gilson, will discuss this project with the Council. This item will likely be moved up for discussion at 6:30 p.m.)
 5. **Planning Department Report (40:00)**
 - a. **Meeting with UTA**
(Staff will report on a meeting held November 21 with Utah Transit Authority to discuss long-range transit in Cottonwood Heights)

- b. Mountview Park
(Staff will provide an update on progress on Mountview Park)
 - c. Report on Cell Phone Tower Application on St. Thomas More property
(Staff will report on status of the application for a cell phone tower on St. Thomas More property)
6. **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. Valley Police Meeting
(Chief Russo will report on the discussion of "Occupying Wall Street" and review the techniques used by the Salt Lake City Police Department)
7. **City Manager's Report (30:00)**
- a. Emergency Planning
 - 1. Precinct Training – Manager Stillman, Councilman Thomas & Mayor Cullimore
(Precinct training was held November 16 at city hall)
 - b. Legislative Luncheon Topics
(Council will meet with Legislators representing Cottonwood Heights on November 30th to discuss topics of importance to Cottonwood Heights in the upcoming legislative session)
8. **Mayor/City Council Reports (60:00)**
- a. Meeting with Canyons School District – Mayor Cullimore & Councilman Bracken
(Mayor Cullimore and Councilman Bracken met with Canyons School District officials to review progress on re-construction of Butler Middle School and the interlocal cooperation with the City)
 - b. City Council Assignments – Mayor Cullimore
 - c. Discussion of 911 Meetings – Mayor Cullimore & Councilman Thomas
(Mayor Cullimore, Councilman Thomas, City Manager Liane Stillman, and Chief Robby Russo will discuss the recent meetings that were held regarding 911 systems)
 - d. Conference of Mayors – Mayor Cullimore
(Mayor Cullimore will report on the Conference of Mayors meeting held November 17 at West Valley City)
9. **Calendar of Events (10:00)**
- a. Legislative Luncheon – Noon, November 30th at the City Offices
 - b. City Employee Christmas Party – December 13, 2011
 - 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**