



## **NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION**

Notice is hereby given that the Cottonwood Heights City Council will hold a Work Session at **6:00 p.m.** on Tuesday, **January 3, 2012**, in the Cottonwood Heights City Council Conference Room located at 1265 East Fort Union Blvd., Suite 250, Cottonwood Heights, Utah

**4:00 p.m.**                    **Administration of Oath of Office to Newly Elected Council Members**  
*(See separate agenda)*

- 6:00 p.m.**
1.    **Report on Sub For Santa – Kellie Challburg (10:00)**  
*(Kellie managed the City's Sub for Santa program and will report on the final outcome)*
  2.    **Public Relations Specialist Report (15:00)**
    - 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 for January will be reviewed along with a discussion of content for future editions)*
  3.    **Public Works Report (15:00)**
    - a. **Update on Street Light Request**  
*(Staff has received a request for street lighting along Prospector Drive and Top of the World Drive)*
    - b. **Discussion of Procedure for Addressing Snipe Signs and Graffiti**  
*(Council will discuss with staff the preferred approach for addressing snipe signs and graffiti that manifests in the city from time to time)*
  4.    **Planning Department Report (60:00)**
    - a. **Discussion of Sober Home Ordinance**  
*(Staff will review with the Council the current provisions of the city's Sober Home ordinance. In light of recent neighborhood concerns expressed over establishment of such homes the Council will discuss whether any changes to the ordinance are warranted or needed.)*
    - b. **Cottonwood Partners Proposal for New Buildings on Former BCBS property at Cottonwood Corporate Center**  
*(Staff will discuss the ongoing research and report preparation for this new project and the Planning Commission hearing scheduled for January 18th)*
    - c. **January 4<sup>th</sup> and January 18<sup>th</sup> Planning Commission Meetings**  
*(Staff will update the Council on the agenda items for these meetings)*
    - d. **Mountview Park Update**  
*(Although work has essentially stopped due to weather concerns, staff will present a brief update on progress)*
  5.    **Public Safety Reports (15:00)**
    - 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. Firehouse Subs Public Safety Foundation**

*(Firehouse Subs Public Safety Foundation provides emergency services with life-saving equipment and is providing a tactical body bunker with viewport and extra shield panel through a grant prepared and submitted by Emily Cebrowski)*

**6. Administrative Services Report (20:00)**

**a. Review of GRAMA Requests**

*(Council will be updated on GRAMA requests over the last few months. This is a quarterly report requested by the Council)*

**b. Review of Safety Action Report**

*(The Utah Local Government Trust does an annual risk analysis for the city. The city's risk manager, Linda Dunlavy, will report on the findings for this year)*

**7. Council Business (40:00)**

**a. Policies and Procedures**

**1. Policy on City Provided Communication Devices**

*(The Council will review the policy on how communication devices and computer equipment are provisioned for elected officials)*

**2. City Council Rules and Procedures**

*(The Council will review the proposed Council Rules and Procedures)*

**b. Election of Mayor Pro Tem**

*(Gordon Thomas had previously served as Mayor Pro Tem. With his retirement a new Mayor Pro Tem needs to be elected by the Council to substitute for the Mayor when he is out of town or unavailable. The results of this election are subject to formal ratification in an upcoming business meeting of the council.)*

**8. City Manager's Report (20:00)**

**a. Review Status of Pending Decisions**

*(City Manager Liane Stillman will update the Council on issues that will be coming before the City Council)*

**b. Permit Agreement with SLCPUD for East Jordan Canal**

*(The city is negotiating a permit with SLC to use the covered canal for trail access associated with Mountview Park)*

**9. Mayor/City Council Reports (60:00)**

**a. Canyon Centre CDA**

*(Mayor Cullimore will brief the Council on the status of the CDA and specifically the presentation to the Canyons School Board)*

**10. Calendar of Events (10:00)**

**a. Human Rights Day – January 16 CITY OFFICES CLOSED**

**b. Local Officials Day of the Legislature – January 25**

**c. No City Council Meeting – January 31**

**d. City Council Retreat – February 7**

**11. Closed Meeting to Discuss Litigation, Property Acquisition and the Character and Professional Competence or Physical or Mental Health of an Individual**

**12. ADJOURN**