

Announcements

July 14, 2005

1. **Sorenson Unity Center:** marketing plan placed at your seat at Council meeting tonight, July 14, 2005. Staff will review and provide memo. If you have questions please contact Gary Mumford or your liaison.
2. **Hoffine Printing info:** Council staff recently received notice from the Administration that it is time to consider whether to renew Hoffine Printing's contract. Hoffine Printing provides the service of a 4-page newspaper print newsletter. Hoffine was the only vendor who submitted a proposal for newspaper print. According to Hoffine, newspaper print is recyclable as opposed to the glossy type newsletter paper. However, Council staff has encountered some previous problems working with Hoffine which raises concerns for Council staff.

Council staff has attached a cost comparison and effectiveness on different newsletter options for the Council's consideration. Is it the Council's interest to renew the contract with Hoffine Printing and continue with the 4-page newspaper print or would the Council prefer that Council staff continue exploring other newsletter options/vendors?

3. **Pioneer day weekend:**

A. Sister City events for the 24th and 25th of July:

PLEASE NOTE: IT HAS BEEN CONFIRMED THAT HERITAGE STATE PARK IS OPEN OPEN SUNDAY ITINERARY ATTACHED:

The greeting at the **City & County Building on the 24th will be at 3:00 p.m.** There will be 7 dignitaries from Keelung (three will have their wives as well - so a total of 10) and the Deputy Director General and Consul from San Francisco. After they meet with the Council members and Sam from the Mayor's office, they will go over to the Police Department and meet with Chief Dinse and then go on to **Heritage State Park for the BBQ and Play. Everyone will need to be at "This is the Place Park" by 5:15.** We have a total of 34 guests from Keelung that will be at the BBQ and Play.

On the **25th**, our guests will be involved with the parade and after the parade they would like to invite the council members to a **sit down lunch at 1:00.** They are probably going to be eating at **Charlie Chows.** - They leave for Las Vegas that afternoon so they will need to be at the airport by 4:50 p.m.

Which Council Members will attend each event?

Meet and Greet at C&C at 3:00 p.m. on the 24th

Dinner and Play at Heritage Park at 5:15 p.m. on the 24th

Sit down lunch at 1:00 p.m. on the 25th

- B. **Days of '47 Parade** information packets have been received for each Council Member. Your envelope will be placed at your seat at Council meeting tonight, July 14, 2005.

Parade participants are asked to be in their assembly area no later than 8:30 a.m. Please assemble on the east side of Main Street between 100 South and South Temple.

Following are your respective line-up numbers:

Carlton – **43B**

Van – **43A**

Eric – **41B**

Nancy – **41A**

Jill – **37B**

Dave – **37C**

Dale – **37A**

Those Council Members who are planning to meet at Tom Godfrey's should be there between 7:30 a.m.-8:00 a.m. Transportation to the parade will leave no later than 8:10 a.m.

4. **Council Office**: summer party this Saturday, July 16, 2:00 p.m. – 6:00 p.m.
Open house: 2568 East 1700 South
5. **Cindy will be on vacation**: July 15th – 26th. Gary will be here, except for Friday July 22, 2005. Cindy will be available on Friday if anything comes up.

Information Chart for Newsletters

Cost Comparison and Effectiveness

Type of Newsletter	Individuals who receive a copy	Cost based on 10,000 pieces	Effectiveness
8-1/2 x 11 double sided/insert with Public Utility bills	Residents who receive a SLC public utility bill. Note: For a multi-complex, one water bill could be sent to the management, therefore there is no guarantee all tenants will receive a copy of the newsletter.	Copy center fee (copy, folding): \$1,020 Plus insert fee from Public Utilities: \$.009 per sheet equals \$90 TOTAL: \$1110.	Cost effective means to provide City information to residents knowing only residents who receive a public utilities bill would receive a copy of the newsletter.
Newspaper print 11x17 four pages	Progressive Mail services conducts a specific district mailing that includes all residents and business addresses within the district.	Hoffine Printer Fees: \$633 printing Progressive Mail: \$206.80 labeling \$100 district pick \$1404.80 postage Total: \$2344.60	It is Council staff's understanding from some Council Members a four page newsletter was not the most effective way to notify residents about an upcoming town meeting. This provides a good resource to give residents updates on City issues; but does not prove to be effective when notifying residents of an upcoming town meeting.
11 x 17 double sided, glossy paper/mailed through Progressive Mail services as bulk mail		Jaffa Printing Fee: \$1099 Progressive Mailing postage fee and Administrative Fee: \$1621 TOTAL: \$2720	This is a new sized newsletter that Council may wish to consider. Cost is slightly higher than newspaper print.
Post Card Mailing	Progressive Mail services will mail to all residents/business owners within the district	Kinko's Fee: \$1178 Progressive Mailing Fee: 12.6 cents per piece plus Administrative cost of \$281 = \$1541 Total: \$2719	Post card mailings seem to be effective when notifying residents of an update or of an upcoming meeting.

Keelung City * Sister City Delegates * Itinerary

July 21, 2005 Delegates arrive in Salt Lake City and board a commercial bus for a two day visit to Yellowstone National Park.

DRESS CODE FOR THE 24TH OF JULY VISIT IS CASUAL FOR TIME ACCOMODATION TO ATTEND THE BAR-B-QUE

July 24, 2005
15:00 Hrs Delegates will be picked up at the Downtown Holiday Inn. The bulk of the delegates will go on a tour of Salt Lake and surrounding areas by commercial bus. Seven delegates and three wives from the Keelung Delegation will be taken by van (provided by Police Department) to City Hall for a "Meet-N-Greet" with City Council members and Sam Guevara from the Mayors Office. (Gifts will be provided for the seven and for the wives.) Also a City to City gift, a Council to Council gift, and a Mayor to Mayor gift will be provided to the representatives)

16:00 Hrs Delegates will be transported from City Hall to the Public Safety Building for a Meet-N-Greet with Chief Dinse and administration officials. Gifts will be provided to the delegates and wives and an additional gift will be sent for Police Chief Tiao Chien Sheng.

17:00 Hrs Delegates will be taken to This is the Place Heritage Park, 2601 East Sunnyside Avenue, Salt Lake City, Utah 84108 Phone 582-1847. At the park, the VIP delegates will meet up with the other delegates from Keelung. All delegates will be provided with Cowboy Hats and bandannas. All delegates will also receive a small gift bag from the police department.

17:30 Hrs The city will host a Dinner Theatre style musical called "Utah, Welcome Home" performed by members of the Young Ambassadors of Brigham Young University at the rustic outdoor bowery at the Heritage Park The program will include a narrative in Mandarin just to make our guests feel comfortable! The dinner is a Dutch oven bar-b-que with peach cobbler and ice cream for dessert! After the dinner and program, delegates will then be allowed wander around the historic pioneer village of Deseret. The bus will leave the village at 21:00 hrs to take them back to their hotel.

July 25, 2005

07:00 Hrs

Delegates will be picked up at their hotel to be taken to the beginning of the parade route. The bus will drop them off at North Temple and Main and the delegates will walk south to South Temple where they will board the Sister City Trolley for the pre-parade. The Trolley will leave at 8:00 A.M. and drop the delegates off at the reserved reviewing stand at 550 East 900 South. After the parade, delegates will walk through the park to their waiting bus on 700 East.

13:00 Hrs

Delegates will be taken by bus to Charlie Chows Dragon Grill Restaurant at 255 East 400 South, Salt Lake City. Phone 801-328-3663. The delegates will host a lunch for city representatives and members of the Chinese community.

15:00 Hrs

Delegates return to hotel to pack for trip to airport. If time allows, delegates will be taken to the Olympic Legacy Park at the University of Utah or to the Salt Lake City Library Square.

16:30 Hrs

Bus leaves downtown Holiday Inn for airport

18:50 Hrs

Flight Departs