



**HIGHLAND CITY**

**HIGHLAND CITY COUNCIL MINUTES**

**Tuesday, August 16, 2022**

**Approved October 4, 2022**

Highland City Council Chambers, 5400 West Civic Center Drive, Highland Utah 84003

**VIRTUAL PARTICIPATION**

 YouTube Live: <http://bit.ly/HC-youtube>

 Email comments prior to meeting: [council@highlandcity.org](mailto:council@highlandcity.org)

**6:00 PM HEARING: ALPINE FOOD STORAGE**

The meeting was called to order by Mayor Kurt Ostler as a work session at 6:03 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting.

**PRESIDING:** Mayor Kurt Ostler

**COUNCIL MEMBERS**

**PRESENT:** Timothy A. Ball (arrived at 6:16 p.m.), Brittney P. Bills, Kim Rodela, Scott L. Smith

**CITY STAFF PRESENT:** City Attorney Rob Patterson, Interim City Administrator Erin Wells, City Recorder Stephannie Cottle, City Treasurer/Business License Official Candice Linford, Code Compliance Officer Brent Wallace

**OTHERS PRESENT:** David and Chirine Wadsworth

**6:00 PM HEARING: ALPINE FOOD STORAGE**

The meeting was called to order by Mayor Kurt Ostler as a work session at 6:03 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting.

City Attorney Patterson provided an introduction regarding potential revocation of the Alpine Food Storage business license; he presented a vicinity map to orient the Council to the location of the subject property, which is located in a R-1-40 zone. The business license was first issued in 2008 and allowed for usage of 10 to 15 percent of the home. Other restrictions placed upon the business include:

- 5-50 customers per week, no unusual traffic
- No stock/merchandise displayed at home
- No outside yard/accessory structure usage
- No additional vehicles kept outside of garage

The original plan for the business operation was delivery/by appointment only business. In 2020 the City received complaints about the business operation and the City Administrator sent a notice to the licensee reminding them of the home occupation standards that applied to the operation of the business. There was some discussion with legal counsel confirming that the business did not meet home occupation standards and City staff reached an informal agreement to renew the business license subject to reporting on traffic and other issues. The intent of

this renewal was to determine whether the changes in the business were related to the COVID-19 pandemic and would be resolved as the pandemic ended. A second license renewal/extension was granted in 2021; traffic and other issues were still present and City staff requested a plan from the owner regarding modification and scaling of their operations to secure license renewal. The Wadsworth's submitted a plan explaining they had rented warehouse space in Pleasant Grove and were searching for a way to relocate their store. The license was renewed in 2021 with the explanation that this would be the last extension/renewal. He discussed the current status of the business; the license has yet to be renewed after expiration on June 30 and a notice of hearing for July 19 was postponed after discussion with Wadsworth's on their plan and process of relocating to a soon-to-be constructed building in Pleasant Grove. The Wadsworth's have communicated their deposit is paid, but there is no lease agreement, the building is incomplete and will not be finished until the end of November. He briefly summarized the complaints the City has received regarding the business:

- Cars backing out of driveway, parking on side of roads, angled parking
- Flagger that waves down and directs traffic
- Delivery truck traffic
- Large number of customer visits
- Additional code issues were noticed by city staff in investigating complaints

Mr. Patterson summarized the City's home occupation standards and concluded that the inappropriate business usage from 2020 has not been abated and the business does not meet home occupation standards relating to traffic, accessory structure/yard use, and percentage of the home that is used for the business. The business also does not qualify as a proper commercial use as the area is zoned R-1-40 and commercial development is prohibited in that zone. At this time, staff recommends the Council hold a public hearing and allow the Wadsworth's to present their case. After consideration of all evidence presented this evening, the Council can make a determination regarding the business license.

Mayor Ostler stated that he has visited with the Wadsworth's at their property, and he was hopeful they could find a location for their business in Highland. However, he does understand they have been working with a developer to secure a space in Pleasant Grove. They recognize their business is going to continue to grow and it is appropriate to find a larger place to accommodate that growth. He invited input from the Wadsworth's regarding the timing of their move to Pleasant Grove.

Council Member Ball arrived at 6:16 p.m.

David Wadsworth stated he is grateful for the opportunity to present his case; he is not disputing anything Mr. Patterson has said, as all of it is true. He is in the process of relocating, but that process has been very difficult, with significant COVID-19 related impacts.

Council Member Smith inquired as to the location in Pleasant Grover where the business will be relocated. Chirine Wadsworth indicated it is the Old Post Office building at the end of the street, with three additional buildings that can be used as office and warehousing space. There is also sufficient parking at the site, but the interior of the building is being renovated as it was formerly used as a gymnasium/fitness center.

Discussion centered on the timing of the move, with Mr. Wadsworth stated that he would like 90 days to vacate the current space and relocate to the Pleasant Grove space. He stated that he looked at a space in Highland, but it was located next to a Macy's grocery store and there is a restriction on any other sales of fresh produce within a certain distance of Macy's. This restriction made it impossible for him to locate there because fresh produce is one of his best sellers from his business.

Council Member Smith stated the business has been successful in this area and many of the customers are likely from Highland; he asked if the Wadsworth's are concerned about the impact to their business with a move to Pleasant Grove. Mr. Wadsworth answered yes, but noted that he could not find a location that would be suitable for the business that is reasonably close to his current location. His first choice was Highland, but the current arrangement with moving to Pleasant Grove feels right to them at this time. He discussed negotiations for the

lease of the building and concluded by asking for 90 days from the City to continue to operate his business until the move can be completed.

Council Member Rodela asked if there is any way for the Wadsworth's to scale back their business during that 90-day period to abate the violations. Mr. Wadsworth stated that he is not sure how he could scale it back without securing more space.

Mayor Ostler stated he would be supportive of extending the business license until the end of 2022, as he feels it may be difficult to complete the move within 90 days. Council Member Smith asked Mr. Wadsworth if that would be helpful. Mr. Wadsworth answered yes. Council Member Smith stated he would be willing to support a six-month extension of the expired business license.

Discussion among the Council and the Wadsworth's centered on activities that have been occurring on their property that have led to citizen complaints; this included heavy truck traffic that impacts safety of motorists and other residents in the area; on-street parking; and private citizens directing traffic on the street.

Council Member Bills asked if the Wadsworth's have applied for the needed permits to relocate their business to Pleasant Grove. Mr. Wadsworth stated the building is existing, so he does not need to apply for a building permit; rather, he is working with the building owner on the buildout/renovation of the space to accommodate his business. Council Member Bills stated that she does not want to impose an unreasonable timeline on the Wadsworth's; she then asked if there is a way for the Wadsworth's to limit the number of customers coming to their home by offering a delivery service for products purchased. Ms. Wadsworth stated the home occupation license restricts them from hiring employees; therefore, they do not have sufficient staffing to offer a delivery service.

Continued discussion among the Mayor and Council centered on any past decisions that have been made regarding business licenses that should be relied upon as a precedent for the decision regarding the Alpine Food Storage business license; Council Member Ball stated he feels the Wadsworth's have made a genuine effort to comply with the City's home occupation ordinances and he does not see a reason to deny extension of the license. Council Member Rodela disagreed; she noted that this issue has been ongoing for two years and problems have not been resolved; the Wadsworth's received a letter indicating that the most recent renewal of the license would be the last one, but now the Council is considering allowing further extensions. She feels this sets an expectation that the City does not stand by its word, which is a bad precedent to set. This led Mr. Patterson to briefly review the timeline of events as mentioned above. Council Member Smith stated he appreciates Council Member Rodela's position, but he feels there are extenuating circumstances in this case; the business has been impacted by COVID-19, as has the owner of the building they are seeking to relocate to. They have been actively looking for a new location and he is concerned about making a decision that would put them out of business at a time that they are trying to relocate and actually grow. He stated he is supportive of extending the business license to the end of 2022.

Council Member Ball asked Mr. Patterson for advice regarding the appropriate language to use in a motion to extend the business license that would not create a precedent for similar situations in the future. Mr. Patterson advised the Council accordingly, noting that if the Council crafts findings supporting their decision, it would help to alleviate potential future concerns about unfair or inconsistent application of City ordinances.

Council Member Bills stated she would not feel comfortable asking someone to shut down their business tomorrow; however, she also is not comfortable granting any extensions past December 31, 2022. She stated she is hopeful that the Wadsworth's will be able to relocate prior to that deadline. Council Member Rodela agreed; her position was based upon the history of this situation, during which the business has been given several opportunities to comply. She added she is sad to see the business leave Highland City and wished they could have found a new location within City limits.

Scott L. Smith *MOVED* that the City Council authorize the renewal of the business license for Alpine Food Storage with the following stipulations:

1. *Extending the license only until 12/31/2022*
2. *During that interim, Alpine Food Storage will make a good faith effort to move their business to a location in a commercial district, possibly in Pleasant Grove*

*Based on the following findings:*

*The business owners have had to deal with contingencies created by the Covid-19 pandemic and supply chain issues as well as other issues with construction that has been delayed because of the pandemic.*

*Council Member Timothy A. Ball SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

*The hearing adjourned at 6:51 pm.*

## **7:00 PM REGULAR SESSION**

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Kim Rodela

Pledge of Allegiance – Council Member Timothy A. Ball

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:04 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Council Member Kim Rodela and those in attendance were led in the Pledge of Allegiance by Council Member Timothy A. Ball.

**PRESIDING:** Mayor Kurt Ostler

### **COUNCIL MEMBERS**

**PRESENT:** Timothy A. Ball, Brittney P. Bills, Kim Rodela, Scott L. Smith

**CITY STAFF PRESENT:** Interim City Administrator Erin Wells, City Attorney Rob Patterson, City Recorder Stephannie Cottle, Finance Director Tyler Bahr, , City Engineer/Public Works Director Andy Spencer, Police Chief Brian Gwilliam, Deputy Fire Chief Jake Beck, Library Director Donna Cardon

**OTHERS PRESENT:** Jon Hart, Logan Fawcett, BJ Ryan, Wesley Warren, Brian Braithwaite, Todd Trane

## **1. UNSCHEDULED PUBLIC APPEARANCES**

Please limit comments to three minutes per person. Please state your name.

There were no unscheduled public appearances.

## 2. PRESENTATIONS

### a. **Youth Council Report** – *Youth Council Representative*

A member of the Highland City Youth Council will provide a brief report on their involvement with the Highland Fling and upcoming activities.

Sophia Thompson, Youth Council Government Chair, reported on the recent activities of the Youth Council. They participated in the parade during the Highland Fling celebration, helped with kids' night, and worked shifts at different activities held on Friday and Saturday during the Fling. She stated the Youth Council members are excited for the new school year and will continue to serve throughout the year.

Mayor Ostler thanked the Youth Council for their support of the Highland Fling special events.

## 3. CONSENT ITEMS (5 minutes)

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

### a. **Approval of Meeting Minutes** *Administrative – Stephannie Cottle, City Recorder* Regular City Council Meeting – June 21, 2022

### b. **Final Plat: Dorado** *Administrative – Kellie Smith, Planner & GIS Analyst* The City Council will consider a request by Boyer Ridgeview Commercial, LC for final plat approval for 1.81 acres for the purpose of building Dorado Way located west of Featherstone Drive connecting 10100 N to Elmfield Way. The Council will take appropriate action.

### c. **Action: Library Board Appointments** *Administrative – Donna Cardon, Library Director* The City Council will consider the appointment of Wesley Warren and the reappointment of Kevin Tams to the Library Board.

*Mayor Ostler and Council Member Smith pulled item b from the consent agenda.*

*Council Member Kim Rodela MOVED that the Council approve consent item 3a. Approval of Meeting Minutes and 3c. Library Board Appointments.*

*Council Member Scott L. Smith SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

Council Member Rodela stated she is very excited to have Wesley Warren on the Library Board.

**3b. Final Plat: Dorado Administrative - Kellie Smith, Planner & GIS Analyst**

The City Council will consider a request by Boyer Ridgeview Commercial, LC for final plat approval for 1.81 acres for the purpose of building Dorado Way located west of Featherstone Drive connecting 10100 N to Elmfield Way. The Council will take appropriate action.

Council Member Smith stated that he drove on Featherstone, which is parallel to Dorado, and he asked when Featherstone will connect to the road south of the High School. Public Works Director/City Engineer Spencer stated that there are separate road plans for the additions/connections to 10100 South. There will be two phases of construction for the Dorado project: first will be construction from the traffic signal over to Dorado and the second phase will be from Dorado to the nearby roundabout. Council Member Smith inquired as to any traffic calming measures included in the project to handle the school traffic and increased traffic associated with the high-density development. Mr. Spencer stated there are no specific traditional traffic calming measures, but there will be appropriate signalization of the area. He noted that the Utah Department of Transportation (UDOT) has decided to signalize Knight Boulevard near the soccer fields, to give an additional avenue/route for school traffic. Featherstone will also have additional width to accommodate the pass-through traffic to the high school. There was brief discussion among the Council and staff regarding future development of the area that will further increase the traffic issues; there was also a brief focus on Police Department enforcement activity in the area, with Chief Gwilliam indicating that the City will work with the high school to ask that they pursue education of their student drivers regarding traffic issues in the area.

*Scott L. Smith MOVED that the City Council approve the final plat for Dorado road which includes 1.81 acres for the purpose of building Dorado Way located west of Featherstone Drive connecting 10100 North to Elmfield Way.*

*Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

Mayor Ostler invited Wesley Warren, appointee to the Library Board, to address the Council. Mr. Warren spoke of his personal and professional background and highlighted his love of libraries. He stated he looks forward to serving the community through this assignment and thanked the Mayor and Council for their support.

**4. AGREEMENT: PARK IMPACT FEE ANALYSIS AMENDMENT Administrative - Tyler Bahr, Finance Director**

The City Council will consider a proposal from Lewis, Young, Robertson & Burningham, Inc. (LYRB) to review the Park Impact Fee Facilities Plan and Impact Fee Analysis completed in 2020. The Council will take appropriate action.

Finance Manager Bahr reported that on June 6<sup>th</sup>, the City Council directed staff to assess park impact fee revenue and revenue sufficiency to address the remaining balance of the Park Bond. He noted that in 2020, LYRB

performed a review of the City’s impact fees. As a result of this review, a number of impact fees changed including park impact fees, which were increased to \$5,854 per single-family residence. Park impact fee revenue collected since then has been dedicated entirely to new development’s buy-in to existing park facilities that have previously been funded through a bond, the general fund, and other sources. In addition to repayment of the Park Bond, impact fee revenue may also go towards reimbursing the City for other investments in park infrastructure. The purpose of the proposed Park Impact Fee Analysis Amendment is to validate the fee amount given recent development activity and confirm the amount of future impact fee revenue that can reimburse other funding sources. The cost of the proposed assessment is not to exceed \$3,500. Funding in the amount of \$8,500 is allocated in 10-41-61 (Council, Misc. Supplies & Expenses) in the FY23 budget for projects such as this.

Council Member Smith stated it was his belief that the City would use increased revenue associated with building permits to repay the Park Bond earlier than scheduled. Mr. Bahr confirmed early repayment is an option. Council Member Smith stated that if the bond were repaid early, the impact fee revenues could go towards the development or improvement of other parks. Mr. Bahr stated that may be correct and the study to be completed by LYRB would tell the City how much impact fee revenue should be used for new improvements. Council Member Smith stated the City has been trying to build Mountain Ridge Park, but there are other parks – such as Highland Glen and Beacon Hill – that need major improvements. Many other parks need new playground equipment, and he asked if the study would inform the City of opportunities to complete those projects with impact fee revenues. He asked Mr. Bahr if he is concerned that it may be necessary to reduce the impact fee once the Park Bond is repaid. Mr. Bahr stated that at some point, a reduction will be appropriate, but it is important to continue to analyze current and future conditions to determine the appropriate fee.

Mayor Ostler stated that he understood there was a penalty for early payment of the bond in that the City would still need to pay the interest for the bond for the total term of the bond. Mr. Bahr stated he will review the bond terms to determine if there are any conditions placed upon early repayment of the bond. Mayor Ostler asked if the study could be completed in-house. Mr. Bahr stated existing staff does not have the capacity to complete the study and recommends it is appropriate to utilize LYRB for the service.

Council Member Smith asked if there will be a return on the investment the City is making by paying for this study. Mr. Bahr stated he feels the City will ultimately save money in the long term by commissioning the study and relying upon its findings.

*Council Member Scott L. Smith MOVED that City Council approve the proposal for a Park Impact Fee Analysis Amendment for \$3,500.00.*

*Council Member Brittney P. Bills SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

**5. ACTION: PURCHASE CONTRACT FOR A SKID STEER** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider the purchase of a skid steer for use in the Highland City Cemetery. The Council will take appropriate action.

Public Works Director/City Engineer reported that recently residents have voiced their concerned about the damage to the grounds at the Cemetery caused by the equipment used to perform the necessary duties. The damage is especially prevalent during the wet months of the year and in areas of high burial frequency such as the center hill area. Staff worked with Mayor Ostler and, considering the comments from residents, have put in place a new standard of operations for the cemetery. One example of this is the City purchased several additional drive mats to be placed on the grass when conditions warrant to limit damage. These mats are used the discretion of the sexton. The skid steer is another improvement identified that will lessen the impact of the accessing and excavation. The skid steer will have tracks instead of wheels which distributes the weight across a broad area thereby minimizing damage to the grass. The skid steer will be utilized to assist crews in transporting and placing the drive mats, used to access grave areas that cannot be accessed with the new cemetery truck, as well as other maintenance tasks. The purchase of the skid steer will eliminate the need to excavate and haul soil with a backhoe. The backhoe tires cause substantial damage in the wet conditions. In addition to the purchase option sought by staff, a price was also provided by the supplier for a three-year lease option. This option is \$13,750 per year for the three-year lease period. At the conclusion of the lease period, it is presumed that a new lease would be signed. Given that the budget included the full purchase amount, staff has recommended the purchase. Another significant factor in recommending the purchase is the lifespan of this equipment. Cemetery use will be far less intense use than a daily construction crew. We anticipate that the skid steer will last well beyond the 6.5-years in which the lease rate would be advantageous. The skid steer should have a minimum 10-year lifespan. As such, the City will be financially ahead to purchase in lieu of leasing. The cost of this Skid Steer is \$83,840 + \$1,025 (for lifting forks) = Total: \$84,865. Funding for this expense was included in the FY2023 budget under GL 21-43-74 Cemetery Capital Outlay in the amount of \$77,000. The basis of the \$77,000 was a bid provided to the City when budgets were being compiled. The cost has increased since that time. As \$7,865 of the cost increase was not included in the budget, it will need to be funded by decreasing the transfer from the Cemetery Fund to the General Fund (21-90-90) and will be included as part of the mid-year budget adjustments unless otherwise directed by the Council.

*Council Member Brittney P. Bills MOVED that City Council approve the purchase of a skid steer for \$84,865, direct staff to include the \$7,856 budget overage in the mid-year budget adjustments and authorize the Interim City Administrator to sign the necessary purchase documents.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

**6. RESOLUTION/AGREEMENT: INTERLOCAL AGREEMENT WITH UTAH COUNTY REGARDING ELECTION BALLOT DROP BOXES** *Administrative - Stephannie Cottle, City Recorder*

The City Council will consider entering into an interlocal agreement with Utah County regarding election ballot drop boxes. The Council will take appropriate action.

City Recorder Cottle reported that during the last legislative session, House Bill (HB) 313 was adopted, which required every municipality to have a ballot drop box and to maintain constant camera surveillance of that drop box. This legislation took effect for the primary election in June. Staff worked with Verkada and CVE Technologies to install a camera to ensure compliance with this new legislation. The camera was installed on

Thursday, June 2 to meet the deadline for the primary election. The camera is an outdoor dome camera with 1TB of storage space. Video surveillance can be stored for up to 120 days. The camera is placed on the north side of the building by the library entrance. It allows surveillance of not only the ballot drop box, but also the utility drop box, library drop box, and the USPS boxes. The camera is on the same system as the cameras at Highland Glen park, and one camera inside City Hall, which are currently being used on a trial basis. Video footage is stored in the cloud and can be accessed through the Verkada website with an authorized login. It is also available through Verkada's mobile app for authorized users. On June 23, 2022, Highland City paid the initial cost and installation of the camera, which was \$5,683.81. This includes the camera, 5-year license, and installation. Utah County will reimburse Highland City \$2,413.36, which is the cost of the camera only, as stipulated in the agreement. The interlocal agreement states that the parties recognize the benefit of providing an election drop box for voter ease and convenience and stipulates the responsibilities of the County and the City regarding maintaining the ballot box and the camera with its associated footage. The agreement also addresses the reimbursement cost of the camera. She concluded staff and legal counsel have reviewed the interlocal agreement and prepared the necessary resolution for Council consideration.

Council Member Smith stated he finds it odd that the County will purchase the camera but will not pay for the installation of the camera. He asked why that is. Ms. Cottle stated she asked that question and the County did not give an explanation as to why they would not pay for install costs.

Council Member Rodela inquired as to how often the camera will need to be replaced. Ms. Cottle stated it has a five-year license and warranty and she believes that it will last at least that long.

There was brief discussion regarding the quality and capacity of the camera.

*Council Member Kim Rodela MOVED that the City Council approve the resolution to enter into an interlocal agreement with Utah County regarding election ballot drop boxes.*

*Council Member Timothy A. Ball SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

## **7. ACTION: PURCHASE OF SECURITY CAMERAS FOR CITY HALL AND SPLASH PAD** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider the purchase of new security cameras in the City Hall building and at the splash pad. The Council will take appropriate action.

Public Works Director/City Engineer Spencer explained with the various vandalism events that have occurred around the City, including the splash pad, the Council has expressed a general desire to increase the security using cameras. Recently, the City was required by Utah County to install a security camera that monitors damage or any tampering with the ballot box. That camera is now installed and functioning. In coordination with that effort, staff requested a quote to replace the existing cameras at the splash pad, add a camera to the exterior entry to City Hall, and replace cameras in four locations within the lobby area and customer interface area of City Hall. Staff feels that it is critical that the area where payments are received, and cash is stored be continuously monitored. The existing cameras that monitor the cash area are not functioning. The City was given a trial-period

camera from Verkada. This camera has proved effective. As such, the City Treasurer has requested that this camera be purchased and a second one added to fully address the customer interface/cash area. Additionally, the existing splash pad cameras are also not functioning. Due to the amount of vandalism that has occurred at the splash pad over the recent years, the Parks staff would recommend cameras be purchased and installed. The proposed cameras will also provide coverage for the primary entries and general public access areas of City Hall. A map has been included in the attachments attempting to generally show the locations where cameras are proposed. Staff has been using the cameras on a trial basis and have found them to be very effective and useful. The cameras have 1TB of storage space. Video surveillance can be stored for up to 120 days. Video footage is stored in the cloud and can be accessed through the Verkada website with an authorized login. It is also available through Verkada's mobile app for authorized users. The cameras were discussed with the Lone Peak Police Department. They indicated that if cameras were to be installed, they needed to be of sufficient quality to identify facial features to be useful in apprehending any perpetrators. The Verkada cameras appear to meet this requirement; however, they have not yet been used by Lone Peak Police on any law enforcement action. The cost of the 8-cameras with installation, , and a 5-year service and licensing fee is \$25,570.14. This expense was not specifically identified with the budgeting. However, there is \$70,000 in Building Maintenance (10-43-34) and \$5,000 in Water Park Maintenance (10-70-22) from which funds can be taken. These accounts can be used to fund the purchase; however, these accounts generally are fully used in the course of a year caring for the City facilities. As such, if the purchase moves forward, a budget adjustment using previous year General Fund revenues may need to be made to cover the overage. At the end of 5 years if the City decided to continue using the Verkada cameras, the City would need to pay for an additional licensing fee.

There was brief discussion about the types of vandalism that have occurred in the City and the specifications for the camera to determine that the quality is sufficient to capture enough information to make it possible for the City to catch vandals. Council Member Smith asked if the City acquired other bids for cameras and licensing fees. Mr. Spencer stated that staff pursued the Verkada system because their system will work in Highland Glen, and they were willing to offer a free trial. He stated on other bids were obtained. Discussion regarding the specifications and the capabilities of the camera system continued, with Mr. Spencer indicating that staff is willing to explore other options if the Council is concerned about Verkada.

Council Member Rodela inquired as to the purpose of a licensing fee. Mr. Spencer stated licensing fees cover the ongoing maintenance and support of the system.

Council Member Ball asked if the City could purchase a security system and host it on the City server. Mr. Spencer stated that may be an option; staff is willing to investigate other options. He reiterated the City was already working with Verkada for the requirements to monitor the ballot box in the City and they offered to install other cameras on a trial basis. Chief Gwilliam added that when the Police Department was first required to use body cameras, the City tried to handle that in-house and manage all of the data. That quickly became an overwhelming and costly process for the Department and for the City's Information Technology (IT) provider. He stated that he now utilizes a service to manage body camera data and while there is a fee associated with the service, it is worthwhile and easily accessible.

Council Member Bills stated that she would like for more research to be performed. Mayor Ostler agreed and indicated that given the price of the cameras and service, it would be appropriate to obtain a few additional bids for the Council to compare and evaluate. Mr. Spencer stated he is comfortable with that direction, and he will obtain a few more bids and bring the matter back to the Council.

*Council Member Scott L. Smith MOVED that the City Council CONTINUE discussion/action on the purchase of eight security cameras for City Hall and the splash pad, and direct city staff to do more research and bring back a couple of other proposals.*

*Council Member Timothy A. Ball SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

**8. ACTION: MAINTENANCE AGREEMENT - COUNTRY FRENCH**

*Administrative - Kellie Smith, Planner & GIS Analyst*

The City Council will consider a request by Todd Trane, representing resident David Urien, to enter into an open space Maintenance Agreement with the City for property adjacent to 6671 W Normandy Way in the Country French subdivision. The Council will take appropriate action.

Interim City Administrator Wells explained that on July 19, 2022, the City Council approved a resolution that adopted the Highland City Encroachment Policy and Maintenance Agreement that detailed the approval process and requirements for maintenance agreements. Property owners surrounding open space land that is eligible for private maintenance may submit a maintenance plan to city council. The City Council shall then approve, approve with conditions, or deny the maintenance plan. The maintenance plan shall identify the property which is eligible for private maintenance, the type and level of landscape improvements, and any conditions associated with private maintenance of the property. Once a maintenance plan has been approved by City Council, each individual property owner must enter into an open space maintenance agreement on a form approved by the City Council prior to installation or construction of any improvements. The agreement shall allow the City to access and maintain the property as needed for public infrastructure installation and maintenance. Said agreement shall be maintained in the office of the City Recorder. In addition, notes on the agreement shall be made in the utility account of the property owner and the agreement will be recorded on the private property with the County. Ownership of property remains with the City and the agreement does not imply any transfer of ownership or control of the land. Property should be considered and treated like “common area” for the enjoyment of all Highland citizens. Resident is responsible for the care, maintenance, upkeep, repairs, and condition of the property. At this time, an applicant has requested approval of an open space maintenance agreement for approximately 980 square feet. Their plan consists of 660 square feet of rock mulch in the storm drain easement/open space, and 320 square feet of grass in the park strip. The proposed maintenance plan meets the requirements of the Encroachment Policy and Maintenance Agreement approved by the Council on July 19, 2022. Public Works has reviewed and expressed no concerns with the proposed maintenance plan.

Council Member Smith asked if the property behind the sidewalk is xeriscaped at present. Ms. Wells stated it is natural vegetation at this time. Council Member Smith asked if the applicant is requesting to xeriscape that area, to which Ms. Well answered yes. Council Member Smith asked if the park strip is the only area that will require irrigation. Ms. Wells answered yes.

Mayor Ostler stated that he feels the request is reasonable. Council Members Bills and Rodela agreed. Ms. Wells stated that the applicant has requested approval of their application as soon as possible because they already have landscapers on site working on their property.

Mayor Ostler invited public input.

Brian Braithwaite stated the State of Utah has pushed for park strips to be xeriscaped as there is a great deal of water wasted on irrigating park strips. He stated he feels it would make more sense to xeriscape that area. Ms. Wells stated that the applicant has already encroached on that area and there is presently grass in the park strip; they will xeriscape the area behind the sidewalk. She stated that the City could require them to remove the grass from the park strip, but that would be an added cost to the homeowner. Mayor Ostler stated he understands the current situation but indicated that he feels it would be appropriate to encourage xeriscaping in other maintenance

agreement negotiations in the future. This led to high level discussion of the appropriate percentage of an open space property that should be irrigable. Council Member Bills stated the City has focused so much on encroachment into open spaces adjacent to subdivisions, but there has not been a great deal of focus on properties similar to the property subject to this application. Ms. Wells stated that if the Council wants to consider an added stipulation on this type of property, it would be appropriate to continue this matter to a future meeting. The Council participated in philosophical discussion and debate regarding the appropriateness of requiring people to pay to remove grass from a park strip area or an area that may be abutting the City's trail system; they indicated they want to be consistent in the application of the Encroachment Policy.

Council Member Smith stated that in this case, he does not want to require the applicant to remove the grass from the park strip. The Council indicated they would like to hear from the applicant, Mr. Todd Trane, but he was not present at this point of the meeting. The Mayor stated that it would be appropriate to move to the next item on the agenda and revisit this item when Mr. Trane arrives.

The item was continued at 8:16 p.m.; discussion resumed at 9:09 p.m.

Mayor Ostler invited input from Mr. Trane.

Mr. Trane stated that he is willing to entertain questions.

Council Member Rodela stated that the Council discussed the maintenance agreement, but concerns were raised about allowing grass in the park strip and pursuing xeriscaping in that area instead.

Mr. Trane stated that he is the builder for the homeowner, and he told his client and another resident on the street that he would help them with their landscaping; the park strip area was previously landscaped and there are plans for a six-to-seven-foot strip of xeriscaping behind the sidewalk, in the area that is sloped. He is not sure the resident would be willing to tear out the existing landscaping as it was already a stretch to xeriscape the other area.

Council Member Smith stated that he feels the Council is supportive of the maintenance agreement, but they were only concerned about the grass in the park strip. Mr. Trane stated he understands, but he does not believe the resident will be accepting of a request to tear out improvements they have already paid for. He stated the property owner has agreed to maintain the area even though they do not own it. The area is currently an 'eye-sore' in the neighborhood as it has not been maintained. He added he has already had the rock delivered to the area and asked for the Council's support of the proposed maintenance agreement.

*Council Member Scott L. Smith MOVED that the City Council authorize staff to execute an open space maintenance agreement with David Urien subject to the following stipulations:*

- 1. All improvements shall comply with the proposed maintenance plan dated August 9, 2022.*
- 2. The grassed park strip be added to the maintenance plan.*

*Council Member Brittney P. Bills SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 4:0.*

Mr. Trane then reported that the Harmon Ditch has been officially abandoned; Lehi irrigation has paid for the abandonment and as building occurs along the ditch, Millhaven will fill it in, and fencing will be installed on the property line.

Mayor Ostler then asked Mr. Trane what he is seeing in the building market and if interest rates have impacted home construction costs. Mr. Trane stated that interest rates have not impacted him as much as other production builders, but he does believe that prices will come down in general in the next six months. He owns five or six lots in the Hollows Subdivision, and he expects to build eight to ten homes in the next six months based upon client demand.

## **9. DISCUSSION: MODERATE INCOME HOUSING ELEMENT OF THE GENERAL PLAN - IMPLEMENTATION PLAN** *Legislative - Kellie Smith, Planner & GIS Analyst*

The City Council will provide input regarding an amendment to the Moderate-Income Housing element of the General Plan to update strategies and include an implementation plan. This item is for discussion and direction only.

City Attorney Patterson explained the Highland City General Plan was adopted in 2008 and included a Moderate-Income Housing (MIH) element. During the legislative session in 2018, House Bill (HB) 259 provided specific strategies cities must consider adopting in their MIH plans. In 2019, the City Council updated the General Plan to be consistent with this update. In 2022, HB 462 updated those strategies from HB259 in 2018 and required implementation elements that include a timeline that has specific benchmarks for each chosen strategy but provides flexibility for the municipality to make adjustments. Municipalities are required to update their general plans by October 1, 2022. HB 462 requires that a municipality include a minimum of three (3) of the 24 strategies listed in Utah Code. Municipalities that select at least five (5) strategies would qualify for enhanced prioritization of state TIF/TTIF (Transportation Investment Fund/Transit Transportation Investment Fund) and ARPA (American Rescue Plan Act) local match program funds. To be compliant with Utah Code, the City Council should determine relative timelines with benchmarks for each implementation measure for the MIH element in the General Plan. The Department of Workforce Services provided a writing guide for the recent legislative updates. “An implementation plan sets out a clear course of achievable, measurable actions that can be taken within a given time period. While the implementation plan should set the guidance, it should also be flexible to allow the jurisdiction to modify timing or actions based on changes over time.”

He summarized the moderate-income strategies for municipalities from HB 462 as outlined in Utah Code. The bolded strategies are those that are related to implementation measures in the existing General Plan.

- A. rezone for densities necessary to facilitate the production of moderate-income housing;
- B. demonstrate investment in the rehabilitation or expansion of infrastructure that facilitates the construction of moderate-income housing;
- C. demonstrate investment in the rehabilitation of existing uninhabitable housing stock into moderate income housing;
- D. identify and utilize general fund subsidies or other sources of revenue to waive construction related fees that are otherwise generally imposed by the municipality for the construction or rehabilitation of moderate-income housing;
- E. create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones;**
  - *Implementation Measure: Review and update the regulations for the Accessory Dwelling Unit (ADU) within the land use code for potential modifications and incentives to encourage the creation of additional housing options for residents.*
- F. zone or rezone for higher density or moderate-income residential development in commercial or mixed-use zones near major transit investment corridors, commercial centers, or employment centers;**
  - *Implementation Measure: Review and consider updating the regulations in mixed-use zones in the land use code to provide for a greater variety of housing types.*

- G. amend land use regulations to allow for higher density or new moderate income residential development in commercial or mixed-use zones near major transit investment corridors;
- H. amend land use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities;**
- *Implementation Measure: Examine regulations for Senior Housing projects in the land use code with the specific examination of parking requirements for such.*
- I. amend land use regulations to allow for single room occupancy developments;
- J. implement zoning incentives for moderate income units in new developments;
- K. preserve existing and new moderate-income housing and subsidized units by utilizing a landlord incentive program, providing for deed restricted units through a grant program, or establishing a housing loss mitigation fund;
- L. reduce, waive, or eliminate impact fees related to moderate income housing;
- M. demonstrate creation of, or participation in, a community land trust program for moderate income housing;
- N. implement a mortgage assistance program for employees of the municipality, an employer that provides contracted services to the municipality, or any other public employer that operates within the municipality;
- O. apply for or partner with an entity that applies for state or federal funds or tax incentives to promote the construction of moderate income housing, an entity that applies for programs offered by the Utah Housing Corporation within that agency's funding capacity, an entity that applies for affordable housing programs administered by the Department of Workforce Services, an entity that applies for affordable housing programs administered by an association of governments established by an interlocal agreement under Title 11, Chapter 13, Interlocal Cooperation Act, an entity that applies for services provided by a public housing authority to preserve and create moderate income housing, or any other entity that applies for programs or services that promote the construction or preservation of moderate income housing;**
- *Implementation Measure: Explore potential programs or partnerships with the Mountainlands Association of Governments (MAG).*
- P. demonstrate utilization of a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency to create or subsidize moderate income housing;
- Q. create a housing and transit reinvestment zone pursuant to Title 63N, Chapter 3, Part 6, Housing and Transit Reinvestment Zone Act;
- R. eliminate impact fees for any accessory dwelling unit that is not an internal accessory dwelling unit as defined in Section 10-9a-530;
- S. create a program to transfer development rights for moderate income housing;
- T. ratify a joint acquisition agreement with another local political subdivision for the purpose of combining resources to acquire property for moderate income housing.
- U. develop a moderate-income housing project for residents who are disabled or 55 years old or older;**
- *Implementation Measure: Examine regulations for Senior Housing projects in the land use code with the specific examination of parking requirements for such.*
- V. develop and adopt a station area plan in accordance with Section 10-9a-403.1;
- W. create or allow for, and reduce regulations related to, multifamily residential dwellings compatible in scale and form with detached single-family residential dwellings and located in walkable communities within residential or mixed-use zones; and
- X. demonstrate implementation of any other program or strategy to address the housing needs of residents of the municipality who earn less than 80% of the area median income, including the dedication of a local funding source to moderate income housing or the adoption of a land use ordinance that requires 10% or more of new residential development in a residential zone be dedicated to moderate income housing.

Mr. Patterson concluded that staff is looking for direction from the Council regarding appropriate amendments to the MIH element of the General Plan.

Council Member Smith communicated he feels that this issue is being driven by developers who want to build more high-density housing to increase their profits. He stated that he feels the City has already met the requirements of the legislation and he does not feel additional adjustments or modifications are appropriate. He asked if the City will be eligible for increased transportation funding if the Plan is modified further to include additional menu items. Mr. Patterson stated that the City does not have many priority transportation projects that would be eligible for the funding; he agreed that the Council has already complied with the legislation and ongoing monitoring of the effectiveness of the current MIH is appropriate. Council Members Bills and Rodela agreed.

## **10. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS**

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

### **a. Mountain Ridge Park Update** – *Erin Wells, Interim City Administrator & Andy Spencer, City Engineer/Public Works Director*

Assistant City Administrator Wells provided an overview of the current condition of financing for the Mountain Ridge Park project; she discussed the following:

- Council Approved Revenue Sources
- Spent or Committed Funds
- Priority Unfunded Items
- Other Unfunded Items
- Additional Funding Options and Direction
- Next Steps

The total cash available for the project is \$4.7 million and the amount of money that has been spent is \$5 million, which has created a \$257,514 budget deficit. Funding has been spent on parking lot and 10400 North improvements, sumps and restroom area preparation, pavilions, bathrooms, playground, construction management, and design. Council Member Smith noted that the City has received additional pledges that should cover that deficit. Ms. Wells agreed and indicated she can adjust her numbers following this discussion. She then discussed priority unfunded items, including the parking lot, playground/restroom area, and baseball field. Staff has developed a cost estimate of \$1.3 million for these unfunded items; formal bids for this work is pending. Other unfunded items that may not be as high on the priority list include the pickleball/basketball courts and surrounding area, small shade structures around the court areas, ground prep and landscaping for grass area between playground and soccer fields, ninja course, ground preparation and landscaping for soccer field area, and ground preparation and landscaping for field perimeters. She then reviewed a chart including potential extra revenue sources for the project, which totals \$5.49 million.

Mayor Ostler facilitated high-level discussion among the Council regarding their ideas for moving forward with decision making regarding phasing and completion of the park; there was a focus on the security of various funding sources; desired timeline for completion of the project; prioritization of unfunded elements of the Park.

Brian Braithwaite provided a brief update on the intentions of SURF Soccer to participate in funding the soccer fields at the Park; he noted that inflation has impacted the cost of that element of the Park, but SURF is not able to increase their income to cover that increased cost. They continue to discuss the project, but there is no firm commitment at this time for them to participate. He anticipates the Council will hear a proposal from the entity in the near future. The Council expressed interest in hearing from SURF regarding options for considering a long-term maintenance agreement and financial/in-kind participation from them.

Council Member Smith stated that the United States Congress passed the inflation reduction act, which provides funding for green energy. He asked if the City could secure some of that funding for the project if any money were to be spent on solar power at the park. Finance Director Bahr indicated he is not familiar enough with the law at this point to speak to the City's ability to secure funding. He stated he will perform some research regarding that matter.

Ms. Wells concluded the next steps for the Council and staff to work on during the September 6 meeting including change orders based on funding directions, budget amendment to transfer Council-directed funds to Parks Capital fund, prioritization of unfunded areas/phasing, and kickoff of the fundraising efforts to any funding gap (if needed).

The Council then moved back to item eight on the agenda at 9:09 p.m.

Mayor/Council/Staff communication items resumed at 9:30 p.m.

**b. Mountain Ridge Donor Monument** - *Erin Wells, Interim City Administrator*

Public Works Director/City Engineer Spencer presented a rendering of Mountain Ridge Park and the design options for the donor monument. The Mayor and Council discussed the pros and cons of each design option and indicated support for option one.

**c. PI Meters Update** - *Andy Spencer, City Engineer/Public Works Director*

Public Works Director/City Engineer Spencer reported the City has secured \$7 million in grant funding and the total cost estimate for the pressurized irrigation (PI) meters projects is \$9.8 million. The next step is to submit an order for large parts in September of 2022, which should result in an expenditure of approximately \$3 million. Installation of the meters will begin next year, with the project to be completed by the end of 2025. The Council recommended that information regarding the grants and the timeline for installation of meters be included in upcoming publications of the City newsletter.

**c. Upgrade Options for the Sewer Lift Station at Caddie Lane** - *Andy Spencer, City Engineer/Public Works Director*

Public Works Director/City Engineer Spencer reported the City has experienced problems with the Greens Sewer Lift Station; he has visited with the City's pump supplier, and they want to install a new type of system at the Station. The full installation price of the system is \$125,000, but the provider has agreed to a discounted price of \$97,000. There is a two-year warranty for the system. The Council discussed the advantages of the newer pump system and communicated their support to Mr. Spencer to proceed with negotiating a contract. Mr. Spencer stated he will bring a formal agreement back to the Council during the September 6<sup>th</sup> City Council meeting.

**d. Council Committee Reports: North Utah Valley Animal Shelter** - *Council Member Scott L. Smith*

Council Member Smith provided a report regarding the activities of the North Utah Valley Animal Shelter; he discussed public outcry that has led the Shelter to transition to euthanasia by injection rather than carbon dioxide. There is some risk to staff, but they are responding to animal rights activists who have been upset about past forms of euthanasia. He then noted the City's financial contribution to the Shelter is \$29,000, which is largely due to the need to increase salaries for employees at the facility. He then concluded that for some reason there are many rabbits taken to the Shelter from Lehi City; there are a number of interesting animals accepted by the facility.

**e. Fiber Options for Highland City** - *Mayor Kurt Ostler*

Mayor Ostler summarized the results of a study regarding whether the City or a private provider should provide fiber to the City. He discussed the method that has been chosen by surrounding cities; those using Google Fiber include Draper, and Springville. Those using Utopia include Cedar Hills, Pleasant Grove, and Lindon. And, those that are handling fiber internally include Lehi, American Fork, Spanish Fork, Salem, Mapleton, Saratoga Springs, and Woodland Hills. Eagle Mountain is using a private company known as Direct Communication. Alpine City is waiting to see what Highland does. He noted that Comcast provides service to approximately 98 percent of Highland City, but they do not have fiber infrastructure. Many residents have expressed dissatisfaction with current internet service, but Google Fiber is not interested in locating in Highland City. He discussed other internet options for residents, which are expected to increase internet speed. He facilitated high level discussion among the Council regarding whether they want to reconsider past decisions made regarding working with Utopia; they concluded that they are willing to hear from Utopia again, with Council Member Ball concluding the reason that he did not support contracting with Utopia in the past was that doing so required a 25-year commitment and competition with private providers.

**g. Future Meetings**

- August 23, Planning Commission Meeting, 7:00 pm, City Hall
- September 6, City Council Meeting, 7:00 pm, City Hall
- September 14, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- September 20, City Council Meeting, 7:00 pm, City Hall
- September 27, Planning Commission Meeting, 7:00 pm, City Hall

**11. CLOSED SESSION**

The City Council may recess to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, as provided by Utah Code Annotated §52-4-205.

*At 10:20 pm Council Member Scott L. Smith MOVED that the City Council recess to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, as provided by Utah Code Annotated §52-4-205.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed unanimously.*

*Council Member Scott L. Smith MOVED to adjourn the CLOSED SESSION and Council Member Kim Rodela SECONDED the motion. All voted in favor and the motion passed unanimously. All voted in favor and the motion passed unanimously.*

*The CLOSED SESSION adjourned at 11:59 pm.*

**ADJOURNMENT**

*Council Member Scott L. Smith MOVED to adjourn the regular meeting and Council Member Kim Rodela SECONDED the motion. All voted in favor and the motion passed unanimously.*

*The meeting adjourned at 11:59 pm.*

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on August 16, 2022. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie Cottle, CMC  
Highland City Recorder