



HIGHLAND CITY


HIGHLAND CITY COUNCIL BRIEF

Tuesday, November 1, 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

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Brittney P. Bills

Flag Ceremony – Highland/Alpine Scout Troop 20

1. UNSCHEDULED PUBLIC APPEARANCES

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

There were no public appearances.

2. PRESENTATIONS

a. Library Board Report

Kevin Tams, Library Board Chair, will present the annual Library Board Report.

Kevin Tams, Library Board Chair, presented an overview of the Highland City Library including their positive economic impact, impact on community development, and literacy and education impact.

b. Water Update – Tayson Arnoldsen, Pressurized Irrigation Superintendent

Tayson Arnoldsen, Pressurized Irrigation Superintendent, will present an update on the current water conditions in Highland City.

Tayson Arnoldsen, Pressurized Irrigation Superintendent, presented that Highland City residents have used 3% less water than 2021 and 20% less water than 2020. There is approximately 2,400 acre feet of water saved for next year.

c. Highland Marketplace – Joe Ham, representing MNG Highland Development, LLC

Joe Ham, representing MNG Highland Development, LLC, will present an updated proposal for the Highland Marketplace development.

Joe Ham, representing MNG Highland Development, LLC presented a new concept for the development of Highland Marketplace. The new concept includes a large plaza area with surrounding shops, fire pits, play areas for children, as well as private and common dining areas.

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. **ACTION: Library Board Appointment** *General City Management - Donna Cardon, Library Director - PASSED 5:0*
The City Council will consider the appointment of Amy Brinton to the Library Board.
Next step: Amy Brinton will begin to serve on the Highland City Library Board.

b. **RESOLUTION: PTIF Public Entity Resolution** *General City Management - Tyler Bahr, Finance Director - PASSED 5:0*
The City Council will consider a resolution designating administrators of the City's Public Treasurer's Investment Fund (PTIF) account. The Council will take appropriate action.
Next step: Staff will finalize the necessary paperwork to update the administrators on the City's PTIF account.

4. **PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - DAYCARES, PRESCHOOLS, AND IN-HOME INSTRUCTION** *Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst - CONTINUED 4:0 (Timothy A. Ball was absent)*
The City Council will hold a public hearing to consider a request by Highland City Staff to amend several sections of the Development Code to add regulations for daycares, preschools, and in-home instruction. The City Council will take appropriate action.
Next step: Staff will do additional research on this item and bring it back to Council for further consideration.

5. **PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - PARK OR PLANTER STRIPS** *Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst - PASSED 3:0 (Timothy A. Ball and Sarah D. Petersen were absent)*
The City Council will hold a public hearing to consider a proposal by Highland City Staff to amend Section 3-621 Park or Planter Strips to clarify that the maintenance is the responsibility of the adjacent property owner. The City Council will take appropriate action.
Next step: Staff will update the Development Code to clarify the maintenance responsibilities regarding park or planter strips. A list of trees and other vegetation will be brought back to Planning Commission for their review.

6. **PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - SEWER LIFT STATIONS** *Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst - PASSED 3:0 (Timothy A. Ball and Sarah D. Petersen were absent)*
The City Council will hold a public hearing to consider a proposal by Highland City Staff to amend Section 5-9-107 Underground Utilities and Sanitary Sewer relating to sewer lift stations. The City Council will take appropriate action.
Next step: Staff will update the Development Code to reflect the amendment regarding no additional City-owned or maintained sewer lift stations.

7. **AGREEMENT: HIGHLAND GROVE PLAZA - RECIPROCAL ACCESS EASEMENT AGREEMENT** *Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst - PASSED 4:0 (Sarah D. Petersen was absent)*
The City Council will hold a public meeting to consider a request by Seeg Office Highland LLC and Highland City staff to approve a reciprocal access easement agreement for drive access off of Town Center East. The Council will take appropriate action.
Next step: Staff will execute the agreement with Seeg Office Highland LLC for the reciprocal access easement. Seeg Office Highland, LLC will maintain the entire access until Highland City develops their parcel.

- 8. ACTION: ALLOCATING FY22 GENERAL FUND NET REVENUE TO MTN. RIDGE PARK** *General City Management - Tyler Bahr, Finance Director - PASSED 4:0 (Sarah D. Petersen was absent)*
The City Council will consider allocation of FY2022 General Fund net revenue to development of Mountain Ridge Park. The Council will take appropriate action.
Next step: Staff will make the approved allocations from the General Fund to the Parks Capital Fund.
- 9. ACTION: PURCHASE AGREEMENT WITH SMITH STEELWORKS FOR MOUNTAIN RIDGE PARK FURNITURE AND PICKLEBALL COURT SHADE STRUCTURES AS WELL AS PARKS EQUIPMENT FOR OTHER CITY PARKS** *General City Management Andy Spencer, City Engineer/Public Works Director - PASSED 4:0 (Sarah D. Petersen was absent)*
The Council will consider the purchase of shade structures (28'x15), park benches, garbage cans, and bike racks for Mountain Ridge Park and additional City parks.
Next step: Staff will execute the agreement and work with Smith Steelworks to complete the installation of park amenities.
- 10. ACTION: PURCHASE OF MUSCO LIGHTS FOR THE MOUNTAIN RIDGE PARK PICKLEBALL COURTS** *General City Management Andy Spencer, City Engineer/Public Works Director - PASSED 4:0 (Sarah D. Petersen was absent)*
The Council will consider the purchase of four 50-foot tall light poles with lighting fixtures for Mountain Ridge Park pickleball and basketball court areas.
Next step: Staff will execute the agreement and work with Musco Sport Lighting to complete the installation of lights at the Mountain Ridge pickleball courts and basketball court.
- 11. ACTION: AWARD OF CONTRACT TO MOUNTAINLAND SUPPLY FOR THE PURCHASE OF PI METER FITTINGS** *General City Management - Andy Spencer, City Engineer/Public Works Director - PASSED 4:0 (Sarah D. Petersen was absent)*
The City Council will consider an award the bid for the PI meter fittings for the City-wide PI meter installation project. The Council will take appropriate action.
Next step: Staff will work through the grant criteria and finalize the purchase with Mountainland Supply for PI Meter fittings.
- 12. ACTION: AWARD OF CONTRACT TO MOUNTAINLAND SUPPLY FOR THE PURCHASE OF PI METERS** *General City Management - Andy Spencer, City Engineer/Public Works Director - PASSED 4:0 (Sarah D. Petersen was absent)*
The City Council will consider an award the bid for the PI meters for the City-wide PI meter installation project. The Council will take appropriate action.
Next step: Staff will work through the grant criteria and finalize the purchase with Mountainland Supply for PI Meters.
- 13. ACTION: 10100 N LANDSCAPE PLAN** *Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst - PASSED 4:0 (Sarah D. Petersen was absent)*
The City Council will hold consider a request by Lennar Homes, Ivory Development, and David Weekley Homes to approve the landscape plan for 10100 N. The Council will take appropriate action.
Next step: Staff will work with Lennar Homes, Ivory Development, and David Weekley Homes through the design, development, and installation of the xeriscaped landscape.

14. ACTION: CITY ADMINISTRATOR EMPLOYMENT AGREEMENT *General City Management – Kurt Ostler, Mayor – PASSED 4:0 (Sarah D. Petersen was absent)*

The City Council will consider an Employment Agreement for the City Administrator. The Council will take appropriate action.

Next step: The City Administrator contract will be signed, and Erin Wells will fill the position of City Administrator.

15. 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. Financial Report – *Tyler Bahr, Finance Director*

Tyler Bahr, Finance Director, reviewed the financial statements for months ending in September, 2022 and highlighted revenue from licenses and building permits, transfers from the General Fund, Open Space Sales, Library Property Tax, and Road Capital reimbursements.

b. Easement Modification for Storm Drain Basin – *Andy Spencer, City Engineer/Public Works Director*

Andy Spencer, City Engineer/Public Works Director presented a potential agreement to modify an easement to allow for a resident to place recreational items in a detention basin area. This item will be brought back to Council for further consideration.

c. Meyers' Sewer Easement – *Andy Spencer, City Engineer/Public Works Director*

Andy Spencer, City Engineer/Public Works Director requested City Council consider an agreement with the Meyers' to allow them to run a sewer line across Highland City property to access a sewer lift station. This item will be brought back to Council for further consideration.

d. North Pointe Solid Waste Transfer Station – *Council Member Scott L. Smith*

Council Member Scott L. Smith explained that North Pointe Solid Waste is considering an increase in their tipping fees of \$2.43/ton due to transportation costs. This would result in an increase to Highland of \$21,000, or .42/month for Highland residents. This item will be brought back to Council for further consideration if it is determined that Highland City rates need to be adjusted.

d. Future Meetings

- November 9, 2022, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- November 15, 2022, Planning Commission Meeting, 7:00 pm, City Hall
- November 29, 2022, City Council Work Session, 6:00 pm, City Hall
- December 6, 2022, City Council Work Session & Meeting, 6:00 pm, City Hall

16. CLOSED SESSION

The City Council may recess to convene in a closed session to discuss items, as provided by Utah Code Annotated §52-4-205.

ADJOURNMENT