



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

Tuesday, August 21, 2018

***Amended August 20, 2018**

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

7:00 P.M. REGULAR SESSION (CITY COUNCIL CHAMBERS)

Call to Order – Mayor Rod Mann

Invocation – Council Member Kurt Ostler

Pledge of Allegiance – Council Member Brian Braithwaite

1. UNSCHEDULED PUBLIC APPEARANCES

Time has been set aside for the public to express their ideas, concerns, and comments. (Please limit comments to three minutes per person. Please state your name and address.)

Tavis Timothy thanked the Council for getting 6000 West paved. He also thanked them for the Arbor Day sale and offered kudos to Ty Christensen and Josh Castleberry for their service and great demeanor.

Tonya College thanked the Council for reaching out to her regarding her concerns with the erosion behind her home. She reported new erosion under the pipe behind her home. She voiced concern with statements made regarding her character at the last Council meeting and advised the Council that she had never engaged in name calling. She suggested proper meeting etiquette was very important for residents, staff, and Council alike.

2. PRESENTATIONS

a. PI WATER MASTER PLAN – Engineering Consultant Tavis Timothy and City Engineer Todd Trane

Engineering Consultant Tavis Timothy oriented the Council with updates to the PI Water Master Plan. He provided a Demand Comparison table comparing water usage between Highland City and other surrounding cities. He advised the Council that Highland's usage was more than double what should be used. He suggested that we strive as a City to use 15% less than what is currently being used. That level of use, while high, will accommodate our City's long term infrastructure plans through build out.

3. CONSENT ITEMS

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: Approval of Meeting Minutes – PASSED AS AMENDED

Special City Council Meeting July 26, 2018

Next step: Approved minutes will become part of the permanent record.

b. Action: Ratifying Historical Society Appointment – PASSED

City Council will consider ratifying the appointment of Mark S. Thompson to serve on the Historical Society. The Council will take appropriate action.

Next Step: Mark S. Thompson will begin serving on the Historical Society.

4. PUBLIC HEARING/ORDINANCE: ADJUSTING THE COMMON BOUNDARIES BETWEEN AMERICAN FORK AND HIGHLAND CITY - PASSED

The Council will consider adopting an ordinance to adjust the common boundaries between American Fork and Highland City. The Council will take appropriate action.

Next Step: Approved final plat with new boundaries will be recorded with Utah County.

5. PUBLIC HEARING: BUDGET ADJUSTMENT FOR GENERAL PLAN UPDATE - PASSED

The Council will consider a budget adjustment for the purpose of updating the General Plan. The Council will take appropriate action.

Next Step: Staff will move forward with the budget adjustment as passed by City Council.

6. ACTION: APPROVAL OF A REQUEST FOR PROPOSAL FOR THE UPDATE OF THE HIGHLAND CITY GENERAL PLAN - PASSED

The Council will consider approving a Request for Proposal for the update of the Highland City General Plan and authorize staff to proceed with the consultant selection process. The Council will take appropriate action.

Next Step: Staff will move forward with the RFP and bring back an additional RFP for a broader economic study that will happen prior to the General Plan update. Staff will also work to complete the current general plan sustainability.

7. ACTION: APPROVAL OF AN INTERLOCAL COOPERATIVE AGREEMENT BETWEEN UTAH COUNTY AND HIGHLAND CITY RELATED TO THE FUNDING OF THE MURDOCK CONNECTOR (HIGHLAND CITY - 4800 SOUTH/SR 74 EAST-WEST CONNECTOR ROAD) - PASSED

The Council will review and consider approving an Interlocal Cooperative Agreement between Utah County and Highland City related to the funding of the Murdock Connector Road. The Council will take appropriate action.

Next Step: Staff will work with the County and MAG through the process to complete an RFP for construction of the Murdock East-West Connector Road.

8. ACTION: ADOPT A RESOLUTION TO TERMINATE THE CITY FLEX/CAFETERIA PLAN - PASSED

The Council will consider adopting a resolution to terminate the Highland City Flex/Cafeteria Plan effective June 30, 2018. The Council will take appropriate action.

Next Step: Staff will work with National Benefit Services and employees to terminate the Flex/Cafeteria Plan.

9. DISCUSSION: STANDARDS OF CONDUCT OF THE HIGHLAND CITY MUNICIPAL CODE

The Council will consider revisions to Section 2.04.070 Standards of Conduct of the Highland City Municipal Code. The Council will take appropriate action.

Next Step: Staff will bring back revisions to provide further clarity and definitions of terms at a future meeting.

10. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS

a. 6150 West – City Engineer Todd Trane

City Engineer Todd Trane oriented the Council with an issue on 6150 West regarding a parking area next to Highland Elementary. Marrienne Assay, Stacie Glass, and Shauna Dayley voiced concern for the safety of the elementary children and requested the City create a parking lot and safe walking path in the area. The suggestion was made for the City to work with the School District to create an adhoc committee to reach a resolution for the area.

11. FUTURE MEETINGS

a. Future Meetings

- August 28, Planning Commission Meeting, 7:00 pm, City Hall
- September 4, City Council Meeting, 7:00 pm, City Hall

ADJOURNMENT

COUNCIL VOTING REPORT - AUGUST 21, 2018

		APPROVAL OF CONSENT AGENDA 3A	APPROVAL OF CONSENT AGENDA 3B	APPROVAL OF BOUNDARY ADJUSTMENT BETWEEN AMERICAN FORK & HIGHLAND	APPROVAL BUDGET ADJUSTMENT FOR GENERAL PLAN UPDATE	APPROVAL OF RFP AND BRING BACK ADDITIONAL RFP FOR BROADER ECONOMIC STUDY	APPROVAL OF INTERLOCAL COOPERATIVE AGREEMENT BETWEEN UT COUNTY AND HIGHLAND	APPROVAL OF RESOLUTION TO TERMINATE THE CITY FLEX/CAFETERIA PLAN
First Name	Last Name	3a	3b	4	5	6	7	8
Brian	Braithwaite	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Ed	Dennis	Yes	Yes	Yes	Yes	Yes	No	Yes
Tim	Irwin	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Scott	Smith	Yes	Yes	No	absent	Yes	Yes	Yes
Total Voters		5	5	5	5	5	5	5
Pass/Fail		Pass	Pass	Pass	Pass	Pass	Pass	Pass

For a voting history of all council motions in 2018 please go here: <http://bit.ly/HC-CC-Voting-History>

STAFF PRESENTATIONS

Welcome to the Highland
City Council Meeting
August 21, 2018



7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann
Invocation – Council Member Kurt Ostler
Pledge of Allegiance – Council Member Brian Braithwaite



**UNSCHEDULED PUBLIC
APPEARANCES**

Time set aside for the public to express their ideas and comments on non-agenda items. Please limit comments to three (3) minutes and state your name and address.



PRESENTATIONS

- Item 2a. – PI Water Master Plan – *Engineering Consultant Tavis Timothy and City Engineer Todd Trane*

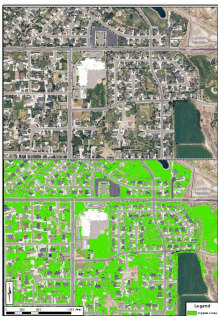
HIGHLAND CITY
PRESSURIZED IRRIGATION MASTER PLAN UPDATE



HANSEN
ALLEN
& LUCE
ARCHITECTS



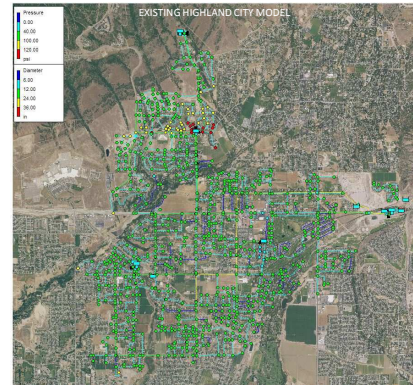
Infrared State Data



Example of Irrigated Acreage

EXISTING DEMAND DETERMINATION

- Yearly & Daily Source Data
- Pump Station Data from SCADA
- Checked with Meter Data



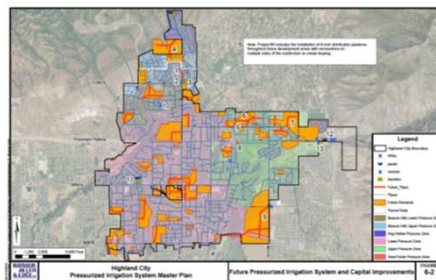
Irrigation Application Rates			
City	Irrigated Area (ac)	Outdoor Use (ac-ft)	Application Rate (ac-ft/ac)
Springa Springs	995	2,547	2.6
Clinton	1,012	3,086	3.0
North Salt Lake	600	2,660	3.9
Malvale	680	2,400	3.5
Herriman	990	3,338	3.4
Roy	1,306	4,594	3.5
Washington Terrace	302	1,048	3.5
Kearns	1,210	3,922	3.2
West Jordan	5,706	10,783	3.7
Spanish Fork	1,290	5,004	3.9
Springville	1,269	5,056	4.0
Orem	2,759	11,729	4.3
Provo	1,198	5,157	4.3
Twins	198	957	4.8
Hurricane	986	4,327	4.8
HOHLEAD	21,891	6,613	6.2

State of Utah Water Use Data Collection Program Report
January 2018
STATE OF UTAH DIVISION OF WATER RESOURCES
BOWEN COLLINS & ASSOCIATES/HANSEN, ALLEN & LUCE

Demand Comparison

State Consumption Use Study	Division of Drinking Water	Saratoga Springs Unfiltered	Saratoga Springs Filtered	Spoken Fork Filtered	Highland Grain	Highland Recommends LOS
Average Yearly Demand (Source Capacity in MGD)	3.00	1.66	4.23	2.60	3.90	6.20
Peak Day Demand (Source Production Rate in gpm)	3.30	11.13	5.10	5.80	12.00	10.00
Peak Instantaneous Demand (Transmission Distribution in gpm)	6.78	22.25	10.30	9.85	24.00	20.00

- Source
- Distribution
- Storage



ID #	TYPE	RECOMMENDED PROJECT
1	System Piping	New Pressure Zone above 11800 West to decrease depressures.
2	Source	11800 Well Development (Well #6)
3	Source	Expand the capacity of the 11800 N Booster Station to at least 3,700 gpm.
4	System Piping	Northwest Annexation area piping. Extend & loop system into new developments. By Developers.
5	System Piping	Developers to install 8-inch pipelines throughout new developments.
6	System Piping	Improvement & near 11200 N & Alpine Hwy. Developers to install 8-inch pipelines throughout new developments to provide looping.
7	System Piping	Improvements near 11200 N & 4800 West. Developers to provide additional looping.
8	System Piping	New 8-inch pipe connection at 11000 N 5250 W
9	System Piping & Source	State Developmental Property Transmission & Source Project
10	Source	Dry Creek Well & Pump House
11	Storage	Increase capacity of Lower Pond
12	Storage	Increase capacity of Upper Pond
13	Source	Increase capacity of Uloper Pump Station for future demands



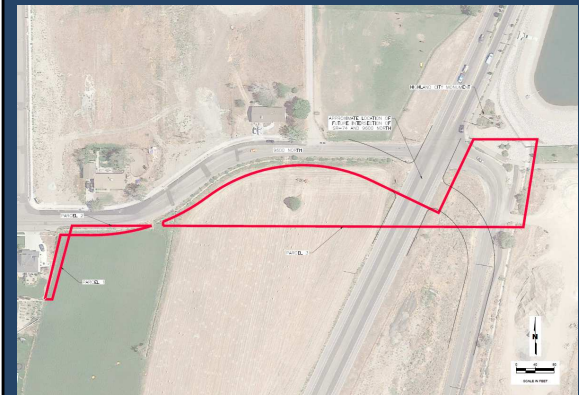
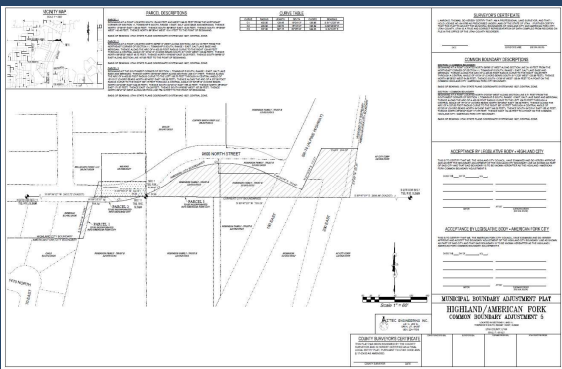
CONSENT ITEMS

- Item 3a. – Approval of Meeting Minutes from July 26, 2018
- Item 3b. – Ratifying Historical Society Appointment



**ADJUSTING THE COMMON
BOUNDARIES BETWEEN
AMERICAN FORK AND
HIGHLAND CITY**

Item 4 – Public Hearing/Ordinance
Presented by – Todd Trane, PE, City Engineer



**BUDGET ADJUSTMENT FOR
GENERAL PLAN UPDATE**

Item 5 – Public Hearing
Presented by – Gary LeCheminant, Finance Director



APPROVAL OF A REQUEST FOR PROPOSAL FOR THE UPDATE OF THE GENERAL PLAN

Item 6 – Action
Presented by – Nathan Crane, AICP
City Administrator, Community Development Director

Background

- Council
- Four Phases
 - Startup
 - Vision and Input
 - Draft Plan
 - Final Draft
- Key Components
 - Public Involvement Plan
 - SR 92 Corridor Planning
 - Economics

Background

- Selection
 - Qualifications of the firm and who is working on the project
 - Proposal
 - Public Involvement
 - References
- Cost – Estimate \$75,000
 - Public Input
- Timeline
 - Begin in January
 - 1- 2 years depending on public input



INTERLOCAL COOPERATIVE AGREEMENT BETWEEN UTAH COUNTY AND HIGHLAND CITY RELATED TO THE FUNDING OF THE MURDOCK CONNECTOR (HIGHLAND CITY - 4800 SOUTH/SR 74 EAST-WEST CONNECTOR ROAD)

Item 7 – Action
Presented by – Tim Merrill, City Attorney



ADOPT A RESOLUTION TO TERMINATE CITY FLEX/CAFETERIA PLAN

Item 8 – Action
Presented by – Presented by – Nathan Crane, AICP
City Administrator, Community Development Director

Background

- City Offers an incentive for employees to use different health insurance
 - Seven employees who opt out
 - Saves \$4,315 a month/\$51,780 a year
- Currently there are three options
 - Cash in payroll (not included in retirement calculation)
 - 401K
 - Flex Plan
- Two options instead of three

Background

- For the past two years we have not had anyone choose the Flex Plan in open enrollment
 - Prior to that one employee
- Benefit Administrator suggested that we eliminate the option:
 - Lack of Use
 - Save on administrative costs



STANDARDS OF CONDUCT OF THE HIGHLAND CITY MUNICIPAL CODE

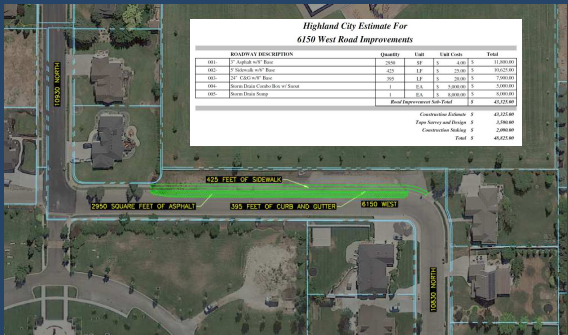
Item 9 - Discussion
Presented by - Presented by - Tim Merrill, City Attorney



MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS

- Item 10a. - 6150 West - *City Engineer Todd Trane*

6150 WEST IMPROVEMENTS



FUTURE MEETINGS

- Item 10a. - Future Meetings
 - August 28 - Planning Commission Meeting, 7:00 pm
 - September 4 - City Council Meeting, 7:00 pm