



## HIGHLAND CITY

# HIGHLAND CITY COUNCIL BRIEF

Tuesday, March 19, 2019

\*Agenda Amended March 18, 2019

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

### 7:00 PM REGULAR SESSION (CITY COUNCIL CHAMBERS)

Call to Order – Mayor Rod Mann

Invocation – Mike Heil, Pastor of American Fork Presbyterian Church

Pledge of Allegiance – Council Member Kurt Ostler

### 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.)

*Wayne Tanaka representing the Friends of the Library reported that the Library's Fairytale Ball and Tournament of "Highlandia" was a successful event. He complimented the Mayor and his wife for the role they played of King and Queen for the event. There were nearly 170 people who attended the event.*

### 2. PRESENTATIONS

#### a. CINDY QUICK, MMC DESIGNATION – UMCA BOARD

*Utah Municipal Clerks Association Vice President, Susan Farnsworth; along with Central Utah Records Association (CURA) President, Pam Spencer; and CURA Vice President, Jo'DAnn Bates presented Highland City Recorder Cindy Quick with the International Institute of Municipal Clerk's designation of Master Municipal Clerk (MMC). It was noted that the requirements needed to obtain the designation were equivalent to the hours needed for a Bachelor's Degree. Congratulations to our City Recorder, Cindy Quick, for obtaining this certification.*

### 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

Regular City Council Meeting February 19, 2019

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

#### b. ACTION: APPROVAL OF A ONE-LOT SUBDIVISION - PASSED

City Council will consider a request from Cole Peck for a 1-lot subdivision located approximately at 6992 W 9600 N. The Council will take appropriate action.

*Next step: The application will work with staff through the design and engineering process.*

### 4. PUBLIC HEARING/ACTION: CONDITIONAL USE PERMIT FOR SALT STORAGE BUILDING - PASSED 3:2

City Council should conduct a public hearing and determine whether or not to approve a conditional use permit for a Salt Storage Building located at approximately SR-92 and North Park Drive. The Council will take appropriate action.

*Next Steps: Staff will go through the design and engineering process. Pending meeting all seven stipulations, construction will begin late spring.*

## **5. \*PUBLIC HEARING/ACTION: TEMPORARY USE PERMIT FOR AN AQUA PARK - DENIED**

City Council should conduct a public hearing and determine whether or not to approve a request by Elevate Aqua Park for a temporary use permit of 1.5 acres for an aqua park located at Highland Glen Park located at 4800 Knight Avenue, Highland, UT. The Council will take appropriate action.

*Council denied the request. They encouraged the applicant to work with Lehi City to potentially place the Aqua Park on Dry Creek Lake once it has been created and established.*

## **6. ACTION: MUNICIPAL CODE AMENDMENT - SHORT TERM RENTALS - CONTINUED**

City Council will consider an amendment to the Highland City Code enacting regulations for short term rentals. The Council will take appropriate action.

*Next step: This item will be brought back on a future agenda.*

## **7. PUBLIC HEARING/RESOLUTION: ADOPTION OF A MUNICIPAL TRANSIENT ROOM TAX - CONTINUED**

City Council should conduct a public hearing and consider adopting a 1% municipal transient room tax for short term rentals. The Council will take appropriate action.

*Next step: This item will be brought back on a future agenda.*

## **8. ACTION: JUSTICE CENTER SECURITY - CONTINUED**

City Council will consider security upgrades for the front lobby of the Highland Justice Center. The Council will take appropriate action.

*Next step: This item will be brought back on a future agenda.*

## **9. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS**

- Review of the FY 2019/2020 Budget Calendar – Gary LeCheminant, Finance Director  
*Finance Director Gary LeCheminant oriented the Council regarding the Budgeting Calendar for fiscal year 2019/2020*
- **\*Results of the 2019 Resident Survey – Erin Wells, Assistant City Administrator**  
*Assistant City Administrator Erin Wells briefly reported the results of the 2019 Resident Survey. She reported a decline in satisfaction ratings across almost all areas and noted the reason may be due to several hot topics over the last year that the City has been involved with. The results are available at [www.HighlandCity.org](http://www.HighlandCity.org). Here is a highlight of what was shared:*
  - *There were 1,106 responses or 24% of the households in Highland*
  - *Satisfaction with City personnel dropped between 2 and 11 points in all personnel categories*
  - *Almost every service category saw a decrease in the level of satisfaction*
  - *61% of participants said they would like to see less deviations to smaller lot sizes*
  - *70% said they would like to see less multi-family zoning.*
  - *55% said they would like to see more road repairs*

- *47% asked for the city to focus more on the financial long-term health of the City,*
- *44% asked for greater communication.*
- *51% and 50% of respondents said they were likely or very likely to support a fee or tax increase for the Fire Department and Police Department respectively.*
- *62% of respondents said they did not want to see large sports tournaments in Highland.*
- *In terms of what recreation elements people want to see in parks, the top answers were: 32% for walking paths; 28% for general playground equipment; 25% for an all abilities playground; 24% for open fields for soccer, football, or other use; and 17% for pickleball courts.*

## **10. FUTURE MEETINGS**

### **a. Future Meetings**

- March 26, Planning Commission Meeting, 7:00 pm, City Hall
- April 2, City Council Meeting, 7:00 pm, City Hall

## **ADJOURNMENT**

## COUNCIL VOTING REPORT – MARCH 19, 2019

		APPROVAL OF CONSENT ITEMS 3A & B	APPROVAL OF CONDITIONAL USE PERMIT FOR SALT STORAGE BUILDING	DENIAL OF TEMPORARY USE PERMIT FOR AQUA PARK
First Name	Last Name	3a, b	4	5
Brian	Braithwaite	Yes	Yes	Yes
Ed	Dennis	Yes	No	Yes
Tim	Irwin	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes
Scott	Smith	Yes	No	Yes
<b>Total Voters</b>		<b>5</b>	<b>5</b>	<b>5</b>
<b>Pass/Fail</b>		<b>Pass</b>	<b>Pass</b>	<b>Pass</b>

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

WELCOME TO THE HIGHLAND CITY COUNCIL MEETING

MARCH 19, 2019

HIGHLAND CITY

HIGHLAND CITY

**7:00 PM REGULAR SESSION**  
Call to Order – Mayor Rod Mann  
Invocation – Mike Heil, Pastor of American Fork Presbyterian Church  
Pledge of Allegiance – Council Member Kurt Ostler

HIGHLAND CITY

**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.

HIGHLAND CITY

**PRESENTATIONS**

- Item 2a. – Cindy Quick, MMC Designation – *UMCA Board*

HIGHLAND CITY

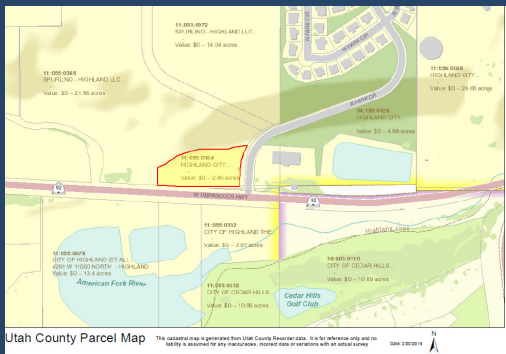
**CONSENT ITEMS**

- Item 3a. – Approval of February 19, 2019 Meeting Minutes
- Item 3b. – Approval of One-Lot Subdivision

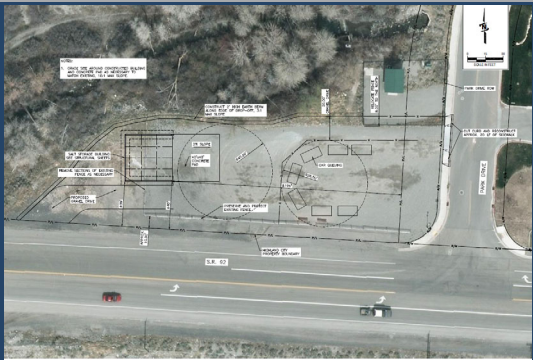
HIGHLAND CITY

**CONDITIONAL USE PERMIT FOR SALT STORAGE BUILDING**  
  
Item 4 – Public Hearing / Action  
Presented by – Tara Tannahill, Planner & GIS Analyst

Vicinity Map



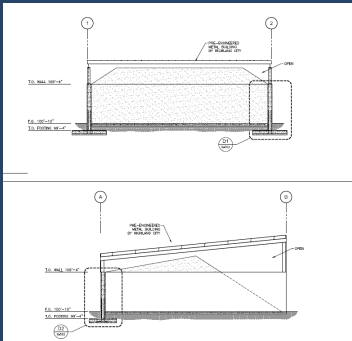
2015 Site Plan



2019 Site Plan



Building Elevations



Summary of Request

- 1,600 square foot covered salt storage building with 4,800 square foot concrete retention pad. The proposed building height is 18’.
- Hours of operation and deliveries will be dependent on weather.
- Main access to site will be from Park Drive.
- There will be no staff parking.

2015 School Bus Activity Study

- Staff observed bus activity from 7:00 AM to 8:45 AM.

August 31, 2015

Bus	Time	Cars	Approximate # of Children
1	7:15 am	1	4
2	7:20 am	4	15
3	7:30 am	0	2
4	7:45 am	9	20
5	8:45 am	5	18
Total:		19	59

September 1, 2015

Bus	Time	Cars	Approximate # of Children
1	7:15 am	1	6
2	7:20 am	4	13
3	7:30 am	1	1
4	7:45 am	12	30
5	8:45 am	6	18
Total:		24	68

## 2019 School Bus Activity Study

Bus	Time	3/5/2019		3/7/2019	
		Cars	Approximate # of Children	Cars	Approximate # of Children
1	7:11 AM (HS)	Not Counted	2	2	2
2	7:20 AM (ES)	Not Counted	13	7	16
3	7:45 AM (MS)	Not Counted	28	9	25
4	8:50 AM (ES)	Not Counted	25	10	23
5	12:20 PM (ES)	2 – Same as drop off	5	2 – Same as drop off	5
	- Pick Up				
6	12:20 PM (ES) – Drop Off	2 – Same as pick up	4	2 – Same as pick up	4
7	2:26 PM (HS)	0	5	Data not gathered	
8	2:42 PM (ES)	6	28	Data not gathered	
9	3:05 PM (MS)	2	23	2	24
10	3:37 PM (ES)	8	31	8	27

3/12/2019			
Bus	Time	Cars	Approximate # of Children
7	2:26 PM (HS)	1	7
8	2:42 PM (ES)	7	25

## Citizen Participation

- Radius Notification
  - One written correspondence has been received in favor.
  - Three written correspondence have been received not in favor

## Planning Commission Recommendation

The Commission voted 7-0 to recommend approval of the Conditional use Permit subject to the following stipulations:

1. Development of the site shall conform to the site plan dates stamped February 21, 2019 except as modified by these stipulations.
2. The building shall be enclosed.
3. No deliveries shall be scheduled during normal school bus pickup and drop off times.
4. To the fullest extent possible, the salt building shall not be used during normal school bus pickup and drop off hours.
5. Xeriscape or xeriscape landscaping should be included and standards should be equivalent to what is expected of other developers and possibly include east/west fencing.
6. Approval will be contingent on whether or not access from SR-92 is permitted. If access from SR-92 is not permitted, the new design should be reviewed by the planning commission.
7. The possibility of lighting and security cameras should be considered and are highly recommended.

## Options

1. Recommend approval of the conditional use permit with appropriate stipulations. Staff has prepared draft stipulations that could be used. Additional stipulations may also be needed. The Commission may include any conditions which are deemed necessary to mitigate potential impacts and insure compatibility of the use with surrounding development, insure compliance with this ordinance, and which are required to preserve the public health, safety, and general welfare; or
2. Recommend denial the conditional use permit. If the Commission recommends denial the conditional use permit, appropriate and specific findings will need to be drafted; or
3. Continue the conditional use permit to allow the applicant to address the issues outlined by the Commission.

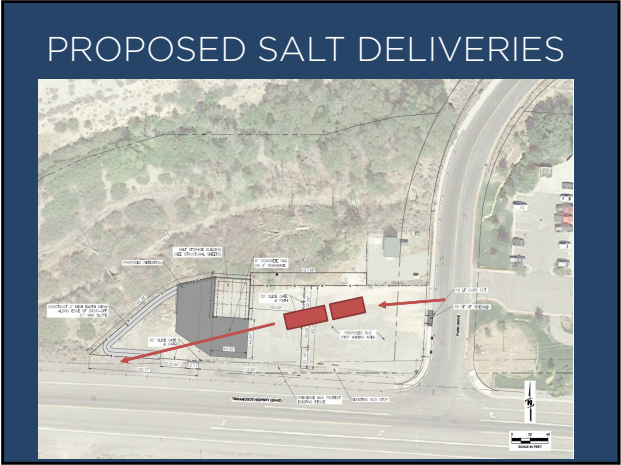
## SALT DELIVERY TRUCKS



## EXISTING SALT DELIVERIES









TEMPORARY USE PERMIT FOR  
AN AQUA PARK

Item 5 – Public Hearing / Action  
Presented by – Nathan Crane, City Administrator/Community  
Development Director

Proposal

- Aqua Park at Highland Glenn Pond
- Open
  - May 13<sup>th</sup> – Sept 16<sup>th</sup>
  - M-W: 11:00 am to 5:00 pm
  - TH-Sat: 10:00 am to 7:00 pm
  - Peak Times: 12 pm to 3 pm



Proposal

- Participants
  - M-W: 100 per hour/600 per day
  - TH-Sat: 100 per hour/1,000 per day
- Primary Parking is proposed Cedar Hills Drive





Considerations

- Existing Park Use
  - Fishing, Trails, Water Surface Area, Beach Area
- Insurance
- Parking
  - Location and Number
- Restrooms
- Security
- Impact on Existing Improvements
- Emergency Access and Response
- Additional Maintenance Costs



MUNICIPAL CODE AMENDMENT  
SHORT TERM RENTALS

Item 6 – Action/Ordinance  
Presented by – Tim Merrill, City Attorney



ADOPTION OF A MUNICIPAL  
TRANSIENT ROOM TAX

Item 7 – Public Hearing / Resolution  
Presented by – Tim Merrill, City Attorney



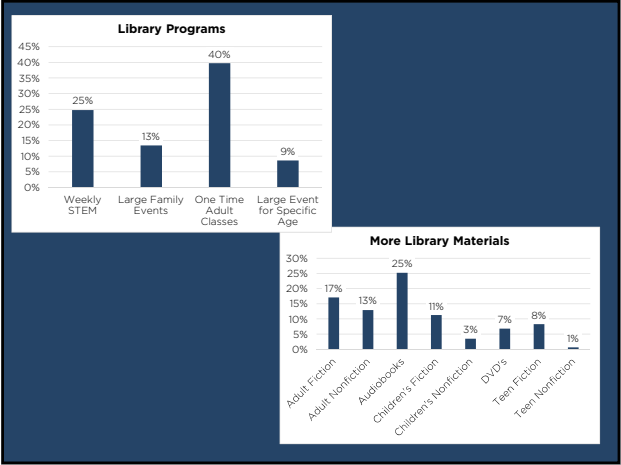
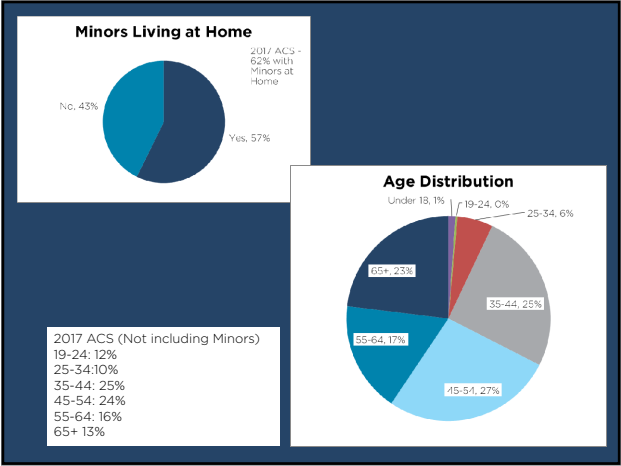
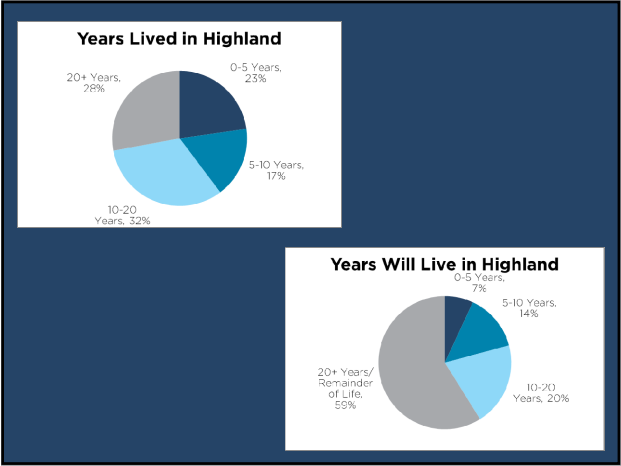
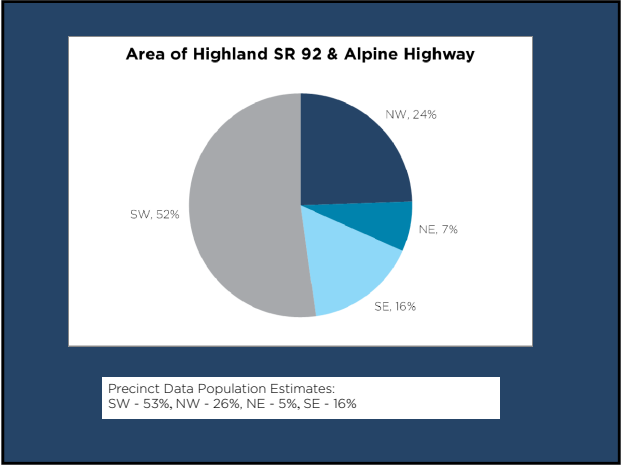
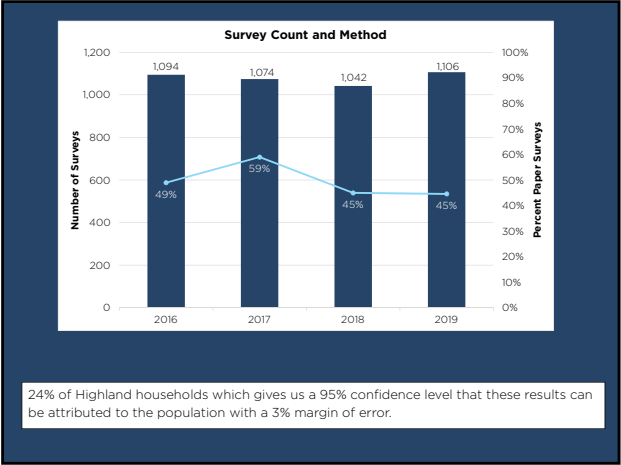
JUSTICE CENTER SECURITY

Item 8 – Action  
Presented by – Brian Gwilliam, Police Chief



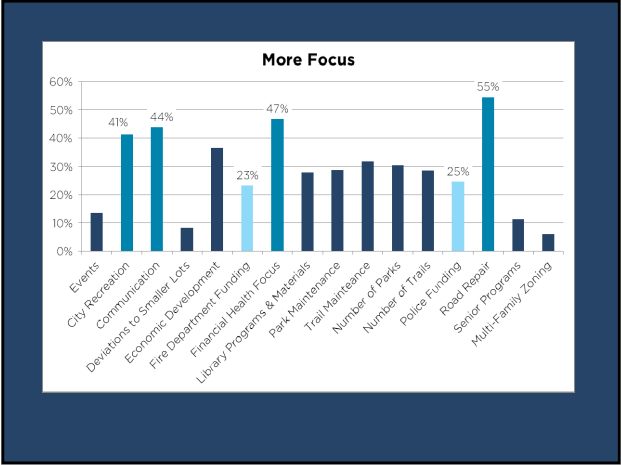
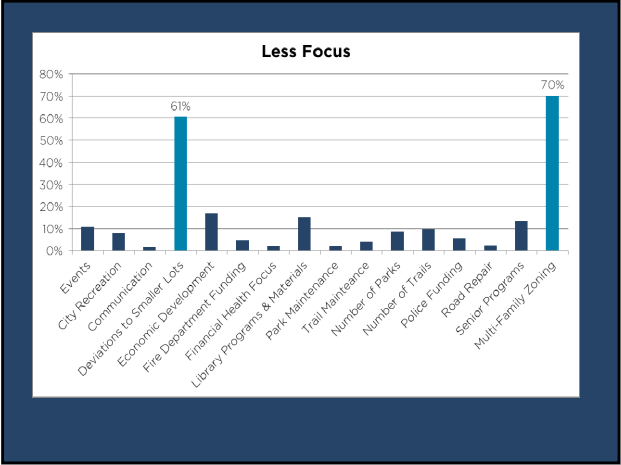
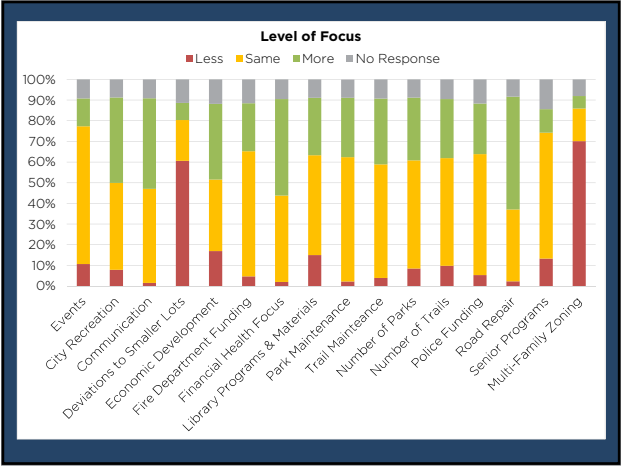
MAYOR/COUNCIL AND STAFF  
DISCUSSION COMMUNICATION  
ITEMS

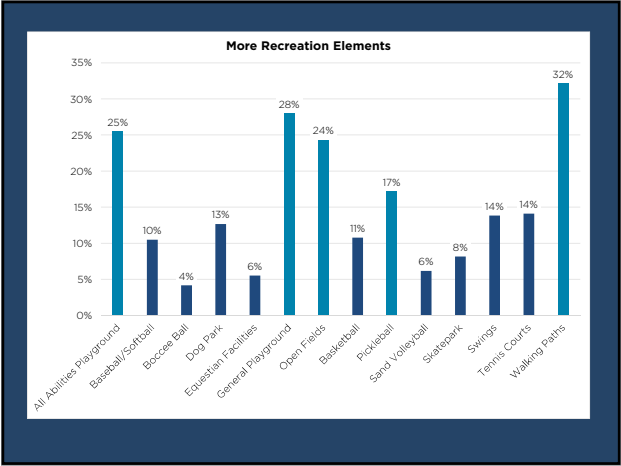
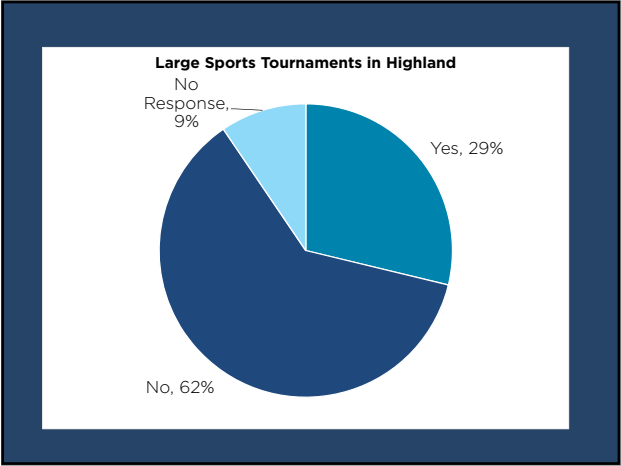
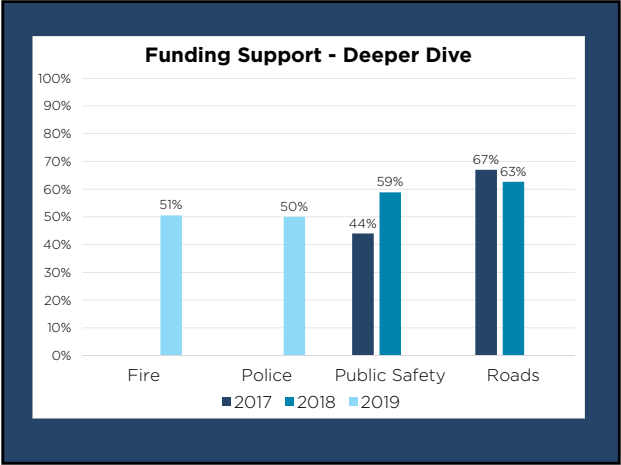
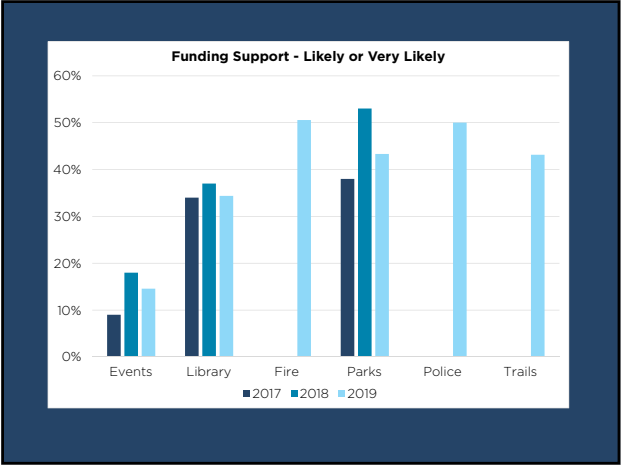
- Item 9a. – Review of the FY 19/20 Budget Calendar – Finance Director Gary LeCheminant
- Item 9b. – Results of the 2019 Resident Survey – Assistant City Administrator Erin Wells





Service Level Ratings - Good or Excellent					
	2016	2017	2018	2019	18-19 Change
Facility Rental	--	--	--	76%	
Building Permitting	--	--	66%	59%	-7%
Business Licensing	--	--	68%	65%	-3%
Cemetery Arrangements	--	--	86%	80%	-6%
City Hall Hours	83%	85%	79%	74%	-5%
City Library	54%	81%	85%	78%	-7%
Code Enforcement	60%	53%	56%	52%	-4%
Communication	64%	71%	73%	63%	-10%
Development/Engineering	--	--	--	61%	
EMS	94%	91%	92%	90%	-2%
Fire Services	95%	95%	95%	91%	-4%
Garbage	89%	91%	86%	82%	-4%
Arts Council	--	83%	86%	81%	-5%
Filing	74%	83%	85%	79%	-6%
Other Events	55%	74%	71%	71%	0%
Police Crime Prevention	89%	86%	87%	86%	-1%
Police Traffic Enforcement	87%	81%	84%	78%	-6%
Park Quality	76%	78%	80%	69%	-11%
Trail Quality	70%	72%	73%	64%	-9%
Records Request	--	--	--	76%	
Road Maintenance	19%	23%	31%	32%	1%
Snow Removal	68%	73%	76%	62%	-14%







## FUTURE MEETINGS

- Item 10a. - Future Meetings
  - March 26, Planning Commission Meeting, 7:00 pm
  - April 2, City Council Meeting, 7:00 pm



## Mission Statement

- To provide a family friendly source of enjoyment and recreation to the residents of Highland city and the greater community. Our goal is to give all participants a challenge, a sense of accomplishment, and a source of fun.



## What's an Aqua Park?

- [Video](#)

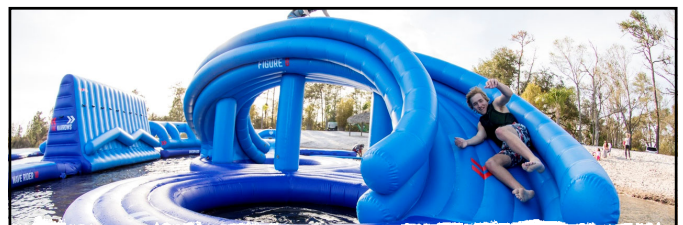
## Project Summary

- Seeking approval for a temporary use permit for a one year trial for an aqua park at Highland Glen Park.
- If approved, the grand opening will be Memorial Day.
- It requires zero skill and are extremely safe.
- We will create jobs for local residents.
- There will be concessions available to everyone at Highland Glen Park including, smoked pizza, drinks, and ice cream.
- Will leave no footprint behind if we needed to exit the property



## Why are Aqua Parks popular?

- They provide something wholesome for everyone in the family
- Attractive to all ages and don't require any skill to do
- Perfect for group events such as: birthdays, church groups, and work retreats
- A place where mom can let the kids play while she hangs out on the shore



## Economic Impact of Aqua Parks

- Create up to 6 part-time employment opportunities for local residents
- Will positively impact lake and tax revenues (sales, property, use), restaurant patronage, and shopping.

## Pricing and Business Hours

Ticket	Adults (11+)	Kids (6-10) 45 in. min
• 1 Session	\$20	\$15
• 10 session pack	\$150	\$110
• Season Pass	\$175	\$130

- Mon-Wed = 11:00am-5:00pm (Last session is at 5:00pm)
- Thurs-Sat = 10:00am-7:00pm (Last session is at 7:00pm)
- Regular Season = Memorial Day – Labor day (May 27-Sept 2)
- Pre-season/Post season = 2 weeks before/after



## Exit Strategy

- If an issue arises concerning safety, security, or anything unforeseen, we have 10 days to resolve the issue or we will exit the property.
- At the end of the season, we will deflate and remove all inflatables from the water.
- Remove bathrooms and portable building.
- Remove all assets from the property and leave no footprint behind.



### Most Commonly Asked Questions and Concerns

1 of 2

Concern	Mitigation
Impact on park use	•The aqua park participants will have a separate entrance to the park than the general public and the point of the park is to come and participate in your session and then leave.
Noise	•Typical hours of operation are from 10am to 8pm, with the bulk of activity taking place between 12pm and 3pm. •Aqua parks are completely silent to operate. •Participant noise is not going to be any louder than anyone of the general public that is already there.
Traffic and/or Congestion	•There will be no more traffic than the high school has during the normal school year.
Parking	•There will be a dedicated parking area on Knight Ave in the spaces along the baseball fields. •We will have appropriate signage for parking and attach a detailed map in the confirmation email when they reserve a session from our website. •It's a 3-5 minute walk from the pond to the parking area.
Liability	•The aqua park owner will be held solely responsible for any liability claims that happen in regards to the aqua park and will have a hold harmless agreement established with the city. •Because the property is owned by the city, the city will be named as "named insured" on the insurance policy for the aqua park.
Impact on pond use	•The aqua park will only be taking up the southern 1/3 of the pond which is typically the side that is more vacant because of the lack of beach entrance. •The general public will still be able to paddleboard, kayak, and swim in the central and northern parts of the pond which is what the majority of people as there is sand and grass along the shoreline

### Most Commonly Asked Questions and Concerns

2 of 2

Concern	Mitigation
Cost	•Comparable to other fun activities in the area with timed sessions.
Safety	•Every employee will be lifeguard/first aid/CPR/AED certified. •There will be a first aid kit available.
Maintaining emergency access	•The aqua park won't restrict any emergency access.
Fishing	•Fisherman will still be able to fish everywhere where they currently can along the entire perimeter of the pond including docks. •As long as there aren't any lines casted beyond the buoy lines, fisherman can fish anywhere on the pond. •The ideal times to fish are typically in the early morning and the late evening which would be outside of our business hours.
Bathrooms	•To prevent any increase of bathroom maintenance for the city, we are going to bring in a 10 stall portable bathroom trailer we will be maintained on a daily basis and pumped frequently throughout the summer. •There will be lots of room to change wet clothes and be in a clean area.
Profit Sharing amount	•Based upon the research of other aqua parks in Utah and throughout the country that are also in a public/private partnership, we have found that 3-10% of the gross revenue is an acceptable amount for an aqua park. •The other option would be a flat fee which averages between \$10k-\$20k to the city.
Landscape & Irrigation maintenance	•Any damaged or neglected grass will be replaced at the end of the season. •When placing the shipping container building on the ground, we will be sure not to place it on any irrigation sprinklers.

