



# HIGHLAND CITY COUNCIL BRIEF

Tuesday, June 4, 2019

**\*Agenda Amended June 3, 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 – Fire Chief Reed Thompson

Pledge of Allegiance – Council Member Tim Irwin

### **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 on the huge success of the Library Summer Reading Program and the rewards that will be provided. He also noted that the Library will take part in several parades in the community.*

### **2. 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: Approval of Meeting Minutes – PASSED 4:0**

Regular City Council Meeting May 7, 2019

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

#### **b. ACTION: Approval to Purchase a Pickup Truck for the Building Department – PASSED 4:0**

The City Council will consider approving the purchase of a Ford Ranger pickup truck in the amount of \$29,304.47 for the Building Department. The Council will take appropriate action.

*Next step: Staff will work purchase the proposed Ford Ranger for the building department and it will become part of the Highland City fleet.*

### **3. ACTION: APPROVAL OF CONDITIONAL USE PERMIT AND SITE PLAN FOR PROFESSIONAL OFFICE BUILDINGS IN THE PROFESSIONAL OFFICE ZONE (20 minutes) – PASSED 4:0**

The City Council will consider a request from Eternal Springs for a Site Plan approval and Conditional Use Permit of professional office buildings located at 10298 N 4800 W (SP-19-01 and CU-19-01). The Council will take appropriate action.

*Next step: Staff will work with the applicant through the design and engineering process.*

#### **4. ACTION: RECONSTRUCTION OF THE EXISTING TENNIS COURT IN THE CANTERBURY CIRCLE SUBDIVISION (30 minutes) - PASSED 4:0**

The City Council should decide whether to fund the reconstruction of the existing tennis court in the Canterbury Circle subdivision with proceeds from the sale of open space property. The Council will take appropriate action.

*Next step: Staff will go through the bidding process for the project and bring back options to the Council along with a prioritized list of possible future projects in Open Space areas.*

#### **5. ACTION/RESOLUTION: INVOCATION POLICY FOR PUBLIC MEETINGS (15 minutes) - PASSED 4:0**

The City Council will consider adopting a written policy relating to prayers at public meetings. The Council will take appropriate action.

*Next step: The Invocation Policy for Public Meetings will become part of the City's written policies and the Mayor will follow that process for allowing invocations during public meetings.*

#### **6. \*ACTION/RESOLUTION: ADOPT RESOLUTION FOR COMMON BOUNDARY ADJUSTMENT WITH AMERICAN FORK CITY (15 minutes) - PASSED 3:1**

City Council will consider adopting a resolution indicating the intent of Highland City to adjust a common boundary with American Fork City. The Council will take appropriate action.

*Next step: Staff will work with American Fork to move forward on the boundary adjustment request.*

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

##### **a. Community Open House Report - Assistant City Administrator Erin Wells**

*Assistant City Administrator Erin Wells provided a brief update regarding the results of the Community Open Houses for a Public Safety budget increase. 80% of responders were in favor of the Fire proposal and 73% were in favor of the Police proposal. 31% of responders were in support for a tax increase while 62% would support a fee option. Many responders commented on support for a sunset clause for the fee option in 2027 when bonds are paid off.*

*City Recorder Cindy Quick reported that one person, Doug Courtney, had declared candidacy for the 2019 Highland City Municipal Election which has three open seats on the City Council. She reminded those in attendance of the Declaration of Candidacy Filing Period and that it would continue through Friday, June 7, 2019 at 5:00 pm. The website would be updated daily.*

*Council Member Scott L. Smith led a discussion regarding same day rentals and asked that staff bring back an Ordinance to manage same day rentals again. Council Member Kurt Ostler agreed.*

*Council Member Scott L. Smith requested that in the future residents be given more than two days' notice when there are water restrictions needed due to utility maintenance.*

#### **8. FUTURE MEETINGS**

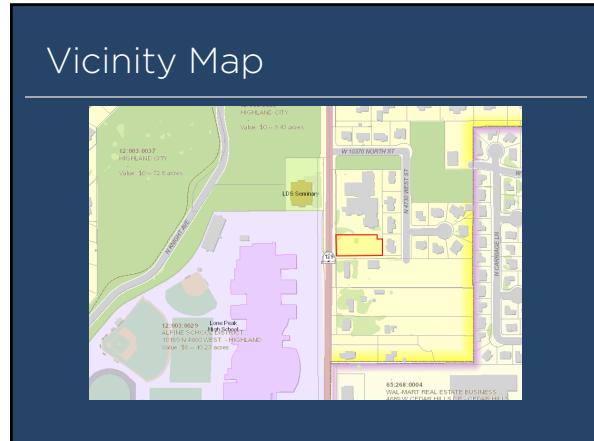
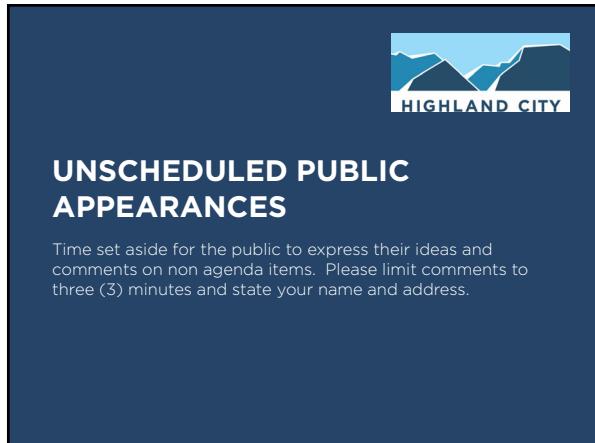
##### **a. Future Meetings**

- June 18, City Council Meeting, 7:00 pm, City Hall
- June 25, Planning Commission Meeting, 7:00 pm, City Hall

#### **ADJOURNMENT**

# COUNCIL VOTING REPORT – JUNE 4, 2019

		APPROVE CONSENT ITEMS A and B	APPROVE CONDITIONAL USE PERMIT AND SITE PLAN FOR ETERNAL SPRINGS	APPROVE RECONSTRUCTION OF TENNIS COURTS IN CANTERBURY CIRCLE SUBDIVISION WITH FUNDS FROM THE SALE OF OPEN SPACE PROPERTY	APPROVE INVOCATION POLICY FOR PUBLIC MEETINGS	ADOPT RESOLUTION FOR COMMON BOUNDARY ADJUSTMENT WITH AMERICAN FORK CITY
First Name	Last Name	2a, b	3	4	5	6
Brian	Braithwaite	absent	absent	absent	absent	absent
Ed	Dennis	Yes	Yes	Yes	Yes	Yes
Tim	Irwin	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes	Yes
Scott	Smith	Yes	Yes	Yes	Yes	No
<b>Total Voters</b>		<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Pass/Fail</b>		<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>	<b>Pass</b>



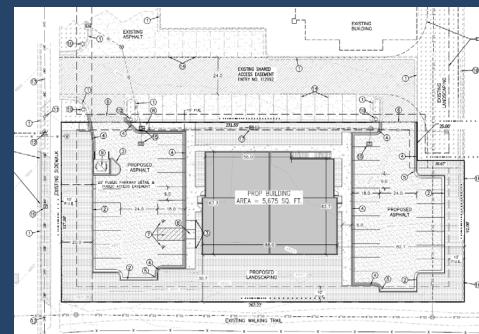
## City Council Action

Approved Rezone December 4, 2018.

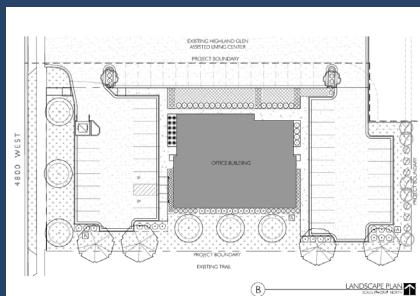
Stipulations:

- 1) The building shall not exceed a total of 8,400 square feet.
- 2) The building setback is at least 80 feet from the rear property line and no second story shall be closer than 100 feet from the rear property line.
- 3) The dumpster will be no closer than half way between the east and west property line.
- 4) The number of parking stalls for the assisted living and the office space be reviewed as part of the site plan and conditional use permit review.

## Site Plan



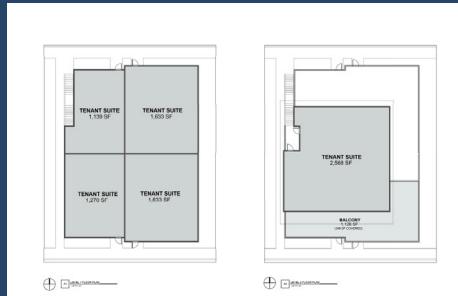
## Landscaping



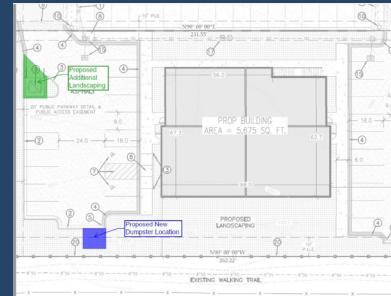
## Architecture Elevations



## Floor Plan



## Dumpster Relocation



## Citizen Participation

- Neighborhood Meeting: May 8, 2019
  - No resident attended
- Planning Commission Notification
  - Daily Herald, State Posting, and mailed notification within 500 feet
  - No written correspondence has been received.

## Planning Commission Action

- May 28, 2019:
  - Voted 7 to 0 to recommend approval
  - Ten stipulations
- Subsequent to Planning Commission Meeting the Applicant has addressed stipulation 3 to 8 with updated plans or a written correspondence acknowledging the requirements.

## Draft Stipulations

- Staff recommends that the City Council **APPROVE** the site plan subject to the ten stipulations recommended by the Planning Commission.



## RECONSTRUCTION OF THE EXISTING TENNIS COURT IN THE CANTERBURY CIRCLE SUBDIVISION (30 MINUTES)

Item 4 - Action  
Presented by - Tara Tannahill, Planner and GIS Analyst

## Vicinity Map



## Background

- City Council began selling property in 2014
  - \$369,805 funds have been collected and \$89,929 still to be collected
- March 2014, City Council approved disposal of open space property in Canterbury Circle Subdivision
  - \$193,191.19 funds collected and \$61,069.54 to be collected

## Petition Request



## Cost Estimates

Two bids have been received:

- Bid 1: Peak Tennis Courts
  - \$77,000 to remove and resurface the post tension court.
    - Estimate includes \$14,000 to dispose the asphalt.
- Bid 2: Tennis and Track Company
  - \$75,000 for post tension.
    - Doesn't include disposal of asphalt.

## Fiscal Impact

- Cost estimate is \$91,000
  - Staff will budget \$100,000 in the FY 19/20 Budget.
- Will need to bid the project in accordance with City procurement procedures.

## Citizen Participation

- Adjacent to park – 15 out of 16 signatures
  - 94% this is above 80% requirement.
- Whole subdivision- 27 out of 30 – 90% this is above 70% requirement
- Mailed to all property owners within the subdivision May 21, 2019 and sign posted on property May 28, 2019.
  - One written correspondence has been received in favor.

## Council Consideration

- Council has discussed three options previously:
  - Use these funds only within the open space subdivision from which they were generated.
  - Use these funds for improvements within existing parks in other open space subdivisions.
  - Use these funds for creating new parks.

## Council Consideration

- Are projects considered by
  - A formal petition process spearheaded by residents
  - Prioritized list of all needed open space improvements



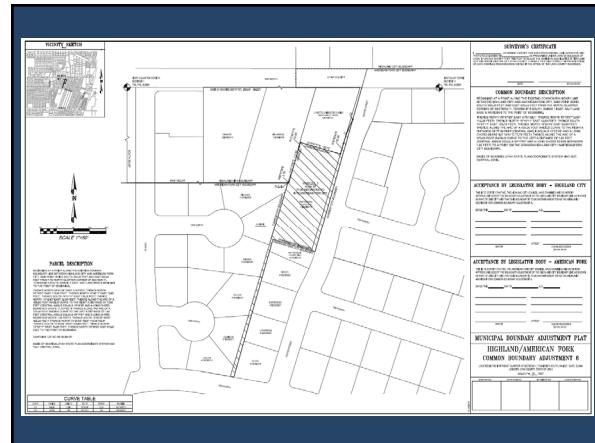
## INVOCATION POLICY FOR PUBLIC MEETINGS (15 MINUTES)

Item 5 – Action / Resolution  
Presented by – Tim Merrill, City Attorney



## COMMON BOUNDARY ADJUSTMENT WITH AMERICAN FORK (15 MINUTES)

Item 6 – Action / Resolution  
Presented by – Todd Trane, City Engineer





## MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS (15 MINUTES)

- Community Open House Report – *Assistant City Administrator, Erin Wells*
- Declaration of Candidacy Update – *City Recorder, Cindy Quick*

## Open House Survey Results

- All Information Meetings
  - 74 responses
  - 80% support for Fire proposal
  - 73% support for Police proposal
- Meetings post Budget Open House
  - 26 responses
  - 31% support for tax
  - 62% support for fee option
    - Many commented on support for sunset clause for 2027 when bonds are paid off



## DECLARATION OF CANDIDACY UPDATE

Presented by - Cindy Quick, City Recorder



## FUTURE MEETINGS

- Item 8a. - Future Meetings
  - June 18, City Council Meeting, 7:00 pm
  - June 28, Planning Commission Meeting, 7:00 pm