



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

Tuesday, September 17, 2019

***Agenda Amended September 16, 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 – Council Member Tim Irwin

Pledge of Allegiance – Council Member Ed Dennis

1. UNSCHEDULED PUBLIC APPEARANCES

There were none.

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

- Regular City Council Meeting August 6, 2019 - **CONTINUED**
- Regular City Council Meeting August 20, 2019 - **PASSED 5:0**
- Election Canvass Returns Meeting August 27, 2019 - **PASSED 5:0**

Next step: Approved minutes will become part of the permanent record. The minutes from August 6, 2019 meeting will be amended and brought back to a future meeting for approval.

b. PUBLIC HEARING/ACTION: Amending the R-P Zoning District to Allow Reception and Event Centers as Conditional Uses CONTINUED - CONTINUED

A request from Cynthia Thorsen to amend the R-P Zoning District to allow Reception and Event Centers as Conditional Uses. (TA-19-07). The applicant is requesting that that the hearing be continued to the October 1, 2019 City Council meeting. The Council will take appropriate action.

Next step: At the applicant's request, this will be continued to the City Council Meeting on October 1, 2019.

3. PUBLIC HEARING/ACTION: APPROVAL OF A PLANNED DEVELOPMENT (PD) DISTRICT, APPLE CREEK, APPROXIMATELY 5.80 ACRES (30 minutes) **- CONTINUED**

****Please note**** the applicant has requested that this item be withdrawn and continued to the October 15, 2019 City Council meeting.

A request from McKay Christensen for the approval of a Planned Development (PD) District of approximately 5.80 acres named Apple Creek. The property is located approximately at 5532 W Parkway West Drive. The planned development will include a 10,000 square feet commercial space and a maximum of 121 residential units.

Next step: At the applicant's request, this will be continued to the City Council Meeting on October 15, 2019.

4. ACTION: FINAL MASTER PLAN AND BUDGET FOR SPRING CREEK PARK

(30 minutes) continued from July 16, 2019 - NO VOTE NECESSARY (COUNCIL DIRECTION ONLY)

The City Council will consider approving the final master plan and budget for Spring Creek Park. The Council will take appropriate action.

Next step: Staff will work through the design, engineering, and bidding process for the development of the Spring Creek Park based on the feedback provided by City Council.

5. ACTION/RESOLUTION: BUSINESS LICENSE FEE FOR SHORT TERM RENTALS (15 minutes) - PASSED 5:0

The City Council will consider the adoption of a business license fee of \$90.00 for Short Term Rentals. The Council will take appropriate action.

Next step: Staff will begin charging a \$90.00 business license fee for Short Term Rentals and an annual renewal fee of \$60.00.

6. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS

a. Park Inventory Plan – City Administrator Nathan Crane

City Administrator Nathan Crane presented a Park Inventory Plan. The plan outlined all of the parks and rated the condition of the playground equipment, pavilions, furnishings, turf areas, trees, ADA accessibility, and restrooms as good, fair, or poor. Generally, all parks are in good condition, however playground equipment was installed between 2006 and 2008 and will be in need of replacement soon. A project priority list was provided for review. Staff will continue to work through the plan and bring back costs.

Assistant City Administrator Erin Wells provided a brief preview of the new City website. The new website is also mobile responsive and the design and content layout is a great improvement. The website should launch by the end of the month.

7. FUTURE MEETINGS

a. Future Meetings

- September 24, Planning Commission Meeting, 7:00 pm, City Hall
- October 1, City Council Meeting, 7:00 pm, City Hall

8. CLOSED SESSION

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property as provided by Utah Code Annotated §52-4-205

The Mayor, Council, and staff held a closed session to discuss the pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property as provided by Utah Code Annotated § 52-4-205.

ADJOURNMENT

COUNCIL VOTING REPORT – SEPTEMBER 17, 2019

		APPROVE CONSENT AGENDA EXCLUDING THE AUGUST 6, 2019 MEETING MINUTES	CONTINUE APPROVAL OF A PLANNED DEVELOPMENT (PD) DISTRICT, APPLE CREEK	ADOPT A BUSINESS LICENSE FEE OF \$90 FOR SHORT TERM RENTALS WITH A \$60 ANNUAL RENEWAL FEE
First Name	Last Name	2 A & B	3	5
Brian	Braithwaite	Yes	Yes	Yes
Ed	Dennis	Yes	Yes	Yes
Tim	Irwin	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes
Scott	Smith	Yes	Yes	Yes
	Total Voters	5	5	5
	Pass/Fail	Pass	Pass	Pass


Welcome to the Highland
City Council Meeting

September 17, 2019





7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann
Invocation – Council Member Tim Irwin
Pledge of Allegiance – Council Member Ed Dennis




**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.



CONSENT ITEMS (5 MINUTES)


- Item 2a. – Approval of Meeting Minutes
 - Regular City Council Meeting August 6, 2019
 - Regular City Council Meeting August 20, 2019
 - Election Canvass Returns Meeting August 27, 2019
- Item 2b. - Public Hearing/Action: Amending the R-P Zoning District to Allow Reception & Event Centers as Conditional Uses – *CONTINUED* –



**APPROVAL OF A PUBLIC HEARING AND ACTION
FOR DEVELOPMENT OF A RECREATION DISTRICT,
APPLE CREEK PARK, APPROX. 5.80 ACRES
(30 MINUTES)**

Item 4 – Public Hearing/Action
Presented by – Tara Tannahill, Planner and GIS Analyst

*CONTINUE UNTIL OCTOBER 15,
2019 CITY COUNCIL MEETING*



**FINAL MASTER PLAN AND BUDGET
FOR SPRING CREEK PARK
(30 MINUTES)**

Item 4 – Action
Presented by – Nathan Crane, AICP, City Administrator/
Community Development Director

Background

- November 2018
- July 2019 - \$375,000 Budget
- Estimate
- Process
 - Concept Plan/Master Plan
 - Construction Plan
 - Bid
 - Base Design with Alternatives
 - Construction

Concept Plan Neighborhood Mtg. Presented Nov. 1, 2018



Concept Plan Presented November 13, 2018



\$748,000 Park Design Presented January 22, 2019



\$748,000 Major Amenities Presented January 22, 2019

- 2 – 20' x 20' Timber Pavilions
- Sports Court
- Splash Pad
- Playground
- 4 Picnic Tables
- 6 Benches
- Fencing (Vinyl and Precast Concrete)
- 56 trees
- 450 plants/shrubs
- 7,560 lineal feet of 8' asphalt walkway
- Lighting for path, trees, and benches

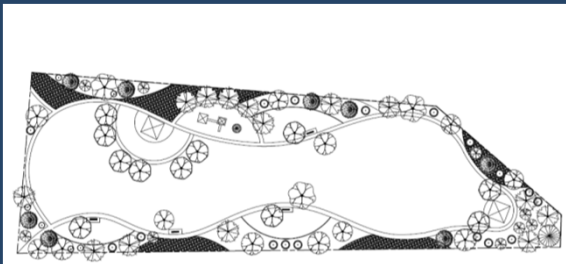
\$556,000 Park Design Presented



\$556,000 Major Amenities Presented April 2, 2019

- 2 - 20' x 20' Timber Pavilions - \$50,000
 - With power
- Playground - \$30,000
 - Swing Set
 - Playset
 - Pre-cast sitting concrete wall by playground
- 4 Picnic Tables
- 4 benches
- Fencing:
 - 6' High Vinyl
 - 6' High Precast Concrete
- Flower Beds: 2-4" Cobblestone/ 4" crushed rock
- 77 trees
- 125 plants/shrubs
- 7,200 lineal feet of 4' concrete walkway
- Lighting for path, trees, and benches

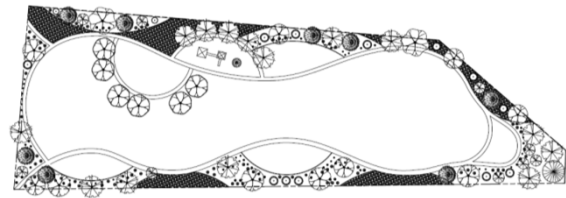
\$500,000 Park Design Presented July 16, 2019



\$500,000 Major Amenities Presented July 16, 2019

- 2 - 30' x 28' Powder Coated Pavilions - \$48,000
 - With power
- Playground - \$50,000
- 8 Picnic Tables
- 6 benches
- 6' Vinyl Fencing
- Flower Beds: 2-4" Cobblestone/ 4" crushed rock
- 77 trees
- 125 plants/shrubs
- 7,200 lineal feet of 4' concrete walkway
- 2 Trash Receptacles

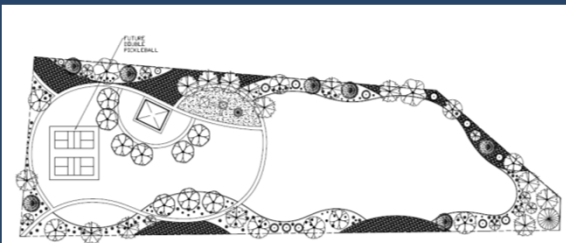
\$375,000 First Redesign



\$375,000 First Redesign Major Amenities

- Playground - \$50,000
- 6' Vinyl Fencing
- Flower beds: 2" Crushed Rock & 4" shredded Bark
- 65 trees
- 160 plants/shrubs
- 7,200 lineal feet of 4' concrete walkway

\$375,000 Current Park Design



\$375,000 Current Park Design Major Amenities

- 1 - 25' x 30' Metal Pavilion - \$35,000
- Playground - \$30,000
- 4 Picnic Tables
- Flower beds: 2" Crushed Rock & 4" shredded Bark
- 65 trees
- 160 plants/shrubs
- 4,070 lineal feet of 4' concrete walkway

Base Park Design

- Estimate
 - Base Design with Alternatives
- All Grass or Grass and Flower Beds as Shown?
- Full or Partial Perimeter Trail?
- Playground?
 - \$30,000 or \$50,000
- Pavilion?
 - Large - 25' X 30': \$35,000
 - Small - 20' X 20': \$22,000



Playground Equipment

\$15,000 to \$30,000



\$30,000 to \$50,000



Pavilion

20' X 20' \$16,000



25' X 30' \$35,000

Construction Plan Preparation

- Work Through Millhaven
OR
- Staff hire a firm to prepare plans
- Reimburse Millhaven/Decorative for concept plan preparation

Bid Process

- Choose from a Prequalification List
OR
- Work with Millhaven to Solicit Three Bids
OR
- City Solicit Three Bids



BUSINESS LICENSE FEE FOR SHORT TERM RENTALS (20 MINUTES)

Item 5 - Action/Resolution
Presented by - Nathan Crane, AICP, City Administrator/
Community Development Director



MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS

- Item 6a. - Park Inventory Plan - *City Administrator Nathan Crane*

Draft Park Plan

- Inspection of All Parks
 - Playgrounds, Pavilions, Furnishings, Turf Areas, Trees
 - Good , Fair, Poor
- ADA Accessibility Routes
 - Accessible Surface and Equipment
- Playground Equipment
 - Broken, Aging
- Restroom Remodeling
 - Heritage and Highland Glenn
- Pavilions
 - Repairs
- Amenities
- Furnishings (drinking fountains, bike racks, benches, etc.)



FUTURE MEETINGS

- Item 7a. - Future Meetings
 - September 24, Planning Commission Meeting, 7:00 pm
 - October 1, City Council Meeting, 7:00 pm



CITY COUNCIL CLOSED SESSION

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