






HIGHLAND CITY

## HIGHLAND CITY COUNCIL BRIEF

Tuesday, March 16, 2021

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

### VIRTUAL PARTICIPATION

 YouTube Live: <http://bit.ly/HC-youtube>  
 Zoom: Call 1-346-248-7799 Meeting ID: 838 5047 0458  
 Email comments prior to meeting: [council@highlandcity.org](mailto:council@highlandcity.org)

### 6:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann

#### 1. CLOSED SESSION

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205.

### 7:00 PM MEETING OPEN TO PUBLIC

Invocation – Council Member Scott L. Smith

Pledge of Allegiance – Kurt Ostler

#### 2. UNSCHEDULED PUBLIC APPEARANCES

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

*Residents of Manor Drive and nearby neighbors stated their preferences and reasoning for the future of Manor Drive as to whether it should be left as status quo, made into a cul-de-sac, or developed as a through street. Individuals who spoke include Brent Reed, Bryan Berrett, Kathy Baum, Brannon Patrick, Robert Olsen, Kendra Thompson, Kayson Brown, Lynn Ritchie, Jessica Young, Kim Fisher, Lowell Reed, and Jessica Berrett.*

*Wendy Hart expressed her concerns over maintaining free and fair elections. She requested that the City do whatever it can to take elections back to the city level with in-person elections and absentee ballots only for those who cannot be in-person.*

#### 3. PRESENTATIONS

##### a. Community Center Feasibility Study Survey Report – Library Director Donna Cardon

Library Director Donna Cardon will present the results from the recent Community Center Feasibility Study survey.

*Library Director, Donna Cardon, gave an overview of the results from the Community Center Feasibility Study survey. The survey received about 970 responses with 38% responding that they would be interested*

*in a Community Center. Ms. Cardon will continue to work with CRSA to complete the feasibility study which is contracted to include financial counseling and concept drawings. A final presentation will be brought back to Council at a later time. Given what seems to be the lack of interest from the community at large, the City does not currently plan to pursue building a new community center.*

**b. Utah County Elections Office – Josh Daniels**

Josh Daniels from the Utah County Elections Office will provide an overview of the scope of work performed by the County Elections Office to facilitate municipal elections, as well as the associated costs.

*Amelia Powers Gardner and Josh Daniels presented an overview of the costs and services provided by the Utah County Elections Office to run a municipal election. They explained how they maintain voter lists, the signature verification process, and answered questions from Council Members.*

**4. 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. Resolution: Public Treasurer’s Investment Fund Access - Legislative**

The City Council will consider providing authorization for Tyler Bahr and Candice Linford to access and/or transact with PTIF, and allow Nathan Crane to retain his previous authorizations functioning in a back-up role capacity, as necessary. **- PASSED**

**5:0**

*Next step: The resolution to allow access to the Public Treasurer’s Investment Fund will be signed and forwarded to the State Treasurer’s Office.*

**b. Open Space Maintenance Agreement: Chamberry Fields Plat B Lot #110  
Administrative**

The City Council will consider a request by Aaron Searle for an open space maintenance agreement for property adjacent to Lot #110 in the Chamberry Fields Plat B Subdivision. The City Council will take appropriate action.

*This item was moved to the March 30, 2021 City Council Meeting.*

**5. PUBLIC HEARING: PLAT AMENDMENT - CANTERBURY CIRCLE PLAT C  
LOT 8 Administrative**

The City Council will hold a public hearing to consider a request by Brandon Grover to amend the Canterbury Circle Subdivision to combine Lot 8 located at 5873 W Canterbury Park Circle with previously purchased property. The City Council will take appropriate action. **- PASSED 5:0**

*Next Step: Staff will work with Brandon Grover to produce a final plat which will be recorded with the Utah County Recorder.*

**6. FINAL PLAT: BEACON HILL THE HIGHLANDS PLAT E PHASES 1 & 2  
Administrative**

The City Council will consider a request by Perry Homes for Final Plat approval for Beacon Hill the Highlands Plat E Phases 1 & 2, a proposed 35-lot single family subdivision located at approximately 12150 North Beacon Hill Blvd. The City Council will take appropriate action. **- PASSED 5:0**

*Next Step: Staff will work with Perry Homes through the design and engineering process of Beacon Hill the Highland Plat E Phases 1 & 2.*

## 7. **RESOLUTION: COUNTRY FRENCH SUBDIVISION NO BUILD POLICY AMENDMENT** *Legislative*

The City Council will consider a request by Guy and Marilyn Masters to amend the no build resolution for the Country French Subdivision. This amendment would allow below grade and ground-level structures, such as pools and sport courts, provided there is a 42-foot setback from the rear property line. The City Council will take appropriate action. - **PASSED 5:0**

*Next step: The adopted resolution will become part of the permanent record. Residents in the Country French Subdivision will be allowed to build below grade and ground-level structures as long as there is a 42' rear setback.*

## 8. **ACTION: MANOR DRIVE PLAN** *Legislative*

The City Council will determine the future alignment of Manor Drive. The City Council will take appropriate action. - **PASSED 4:1**

*Next step: Staff will work with developer of the property to the north of Manor Drive to construct a thru road which will connect with Snowflake Drive.*

## 9. **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. **2021 Municipal Election**

*City Recorder, Stephannie Cottle, presented an overview of the options of a city-run election and a county-run election. The presentation included scope of responsibilities and estimated costs for each type of election. Council indicated they favored a County run election and asked staff to bring back the contract with Utah County to the next Council meeting.*

### b. **Future Meetings**

- March 23, Planning Commission Meeting, 7:00 pm, City Hall
- March 30, City Council Meeting, 7:00 pm, City Hall
- April 14, Lone Peak Public Safety District Meeting 7:30 am, City Hall
- April 20, City Council Meeting, 7:00 pm, City Hall
- April 27, Planning Commission Meeting, 7:00 pm, City Hall

### c. **Additional Communication Items**

*Equestrian Center Property: Mayor Rod Mann gave an update on the Equestrian Center which is currently owned by Utah County. A private company is proposing a potential recreation center, soccer fields, and pavilions on this property. Negotiations, as well as financing options are still being discussed.*

*Parks Seasonal Workers: City Engineer, Todd Trane, explained that we will be getting job advertisements out soon for City seasonal parks workers so we can be fully staffed by May.*

*Road Bids: City Engineer, Todd Trane, said that the road projects that are scheduled for this year are difficult roads. Due to funding, some of the roads may have to be pushed out to next year. 6800 W will be completed this summer.*

*Stimulus Money: Council and Staff discussed the latest round of stimulus money, the amounts anticipated for Highland City, and potential uses.*

## ADJOURNMENT

### COUNCIL VOTING REPORT – MARCH 16, 2021

		CONSENT ITEM A	PLAT AMENDMENT – CANTERBURY CIRCLE PLAT C LOT 8	FINAL PLAT: BEACON HILL THE HIGHLANDS PLAT E PHASES 1 & 2	COUNTRY FRENCH SUBDIVISION NO BUILD POLICY AMENDMENT	MANOR DRIVE ACTION TO CONSTRUCT A THRU-STREET TO SNOWFLAKE DRIVE
First Name	Last Name	4A	5	6	7	8
Timothy A.	Ball	Yes	Yes	Yes	Yes	Yes
Brittney P.	Bills	Yes	Yes	Yes	Yes	Yes
Kim	Rodella	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes	Yes
Scott L.	Smith	Yes	Yes	Yes	Yes	No
Total Voters		5	5	5	5	5
Pass/Fail		PASS	PASS	PASS	PASS	PASS