



# HIGHLAND CITY COUNCIL BRIEF

**Tuesday, March 30, 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: 869 7171 1896

Email comments prior to meeting: [council@highlandcity.org](mailto:council@highlandcity.org)

## **7:00 PM REGULAR SESSION**

Call to Order – Mayor Rod Mann

Invocation – Mayor Rod Mann

Pledge of Allegiance – Council Member Kim Rodela

### **1. UNSCHEDULED PUBLIC APPEARANCES**

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

*Lowell Nelson, Christy Henshaw, Wendy Hart, and Kristen Chevrier voiced their concerns regarding vote by mail and having Utah County administer Highland City municipal elections.*

*Mark Allen, Holly Hopkins, Sherry Kramer, Ann Boyle, Marylee Tanner, and Jemima Street shared their concerns regarding the potential development of the Equestrian Property. Suggestions were made to keep it as an equestrian park with the potential of creating a tri-city committee to govern any improvements in the park.*

### **2. PRESENTATIONS**

#### **a. Water Outlook – Ernie John**

*Ernie John gave a report on the water conditions for this upcoming summer. He encouraged Council to support conservation measures similar to American Fork City and other northern Utah County cities. This includes a voluntary delay on watering lawns until May 1st.*

### **3. 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. Approval of Meeting Minutes** *Administrative*

*Regular City Council Meeting – March 2, 2021 - **PASSED 5:0***

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

#### **b. RESOLUTION: Authorizing Utah County to Administer the 2021 Municipal Elections** *Administrative*

The City Council will consider authorizing the Interlocal Agreement for Utah County to administer the 2021 Municipal Election. **- PASSED 4:1**

*Next step: Highland City Staff will work with Utah County to administer the 2021 Municipal Election.*

**c. 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. **- PASSED 5:0**

*Next step: Staff will execute the agreement and the property will be maintained as dictated in the agreement by Aaron Searle.*

**d. RESOLUTION: Declaration of Surplus Property** *Legislative*

The City Council will consider a request to declare 2,433 square feet of property surplus for the purpose of selling the property to WPI for a commercial retail building. The Council will take appropriate action. **- CONTINUED 5:0**

*This item will be considered by City Council at the April 20, 2021 Meeting.*

**e. MINOR SUBDIVISION FINAL PLAT: Highland Town Plaza Subdivision** *Administrative*

The City Council will consider a request by Daniel Schmidt on behalf of WPI Enterprises, Inc., for approval of a proposed 3-lot subdivision located at approximately 5513 West 11000 North. The City Council will take appropriate action. **- CONTINUED 5:0**

*This item will be considered by City Council at the April 20, 2021 Meeting.*

**f. ACTION: Real Estate Purchase Contract** *Legislative*

The City Council will consider a Real Estate Purchase Contract (REPC) to purchase 0.30 acres located at 10058 North 6000 West, Highland, Utah for a future pressurized irrigation facility for the amount of \$125,000. The Council will take appropriate action.

**- PASSED 5:0**

*Next step: Staff will work with property owner and designated real estate agent to complete the purchase of this property.*

**g. PRELIMINARY/FINAL PLAT CONCURRENT REVIEW: Highland Marketplace Phase 2** *Administrative*

The City Council will consider a request by MNG Management LLC for approval of a 7-lot subdivision to be known as Mid-town Highland Marketplace Subdivision. The property is located at the northwest corner of Alpine Highway and Timpanogos Highway. The City Council will take appropriate action. **- PASSED 5:0**

*Next step: Staff will work with MNG Management, LLC through the design and development of this subdivision.*

**h. ACTION: Approve and authorize the Mayor to sign a contract with Rock Canyon Excavation for construction of the 2021 Sump Replacement Project for \$61,354.00** *Administrative*

The City Council will consider a request to approve a bid with Rock Canyon Excavation to proceed with the construction of the 2021 sump replacement project, and authorize the City Administrator and City Recorder to execute the necessary contract documents for the project. The Council will take appropriate action. **- PASSED 5:0**

*Next step: Staff will work with Rock Canyon Excavation to complete the 2021 Sump Replacement Project.*

**i. ORDINANCE – Amendment to Section 19.5 Maternity Leave of the Highland City Personnel Policies and Procedures Manual *Administrative***

The City Council approve the proposed amendments to Section 19.5 of the Highland City Personnel Policies and Procedures Manual relating to Maternity Leave. The Council will take appropriate action. **- PASSED 5:0**

*Next step: Highland City Personnel Policies and Procedures Manual will be updated to reflect this amendment. Personnel will be allowed to take maternity leave accordingly.*

**4. PUBLIC HEARING: Plat Amendment – Cobblewood Estates Lots 6 and 7 *Administrative***

The City Council will hold a public hearing to consider a request by Craig Hassell to amend the Cobblewood Estates Subdivision to combine Lots 6 and 7 located at 11356 and 11334 N Avondale Lane. The City Council will take appropriate action. **- PASSED 5:0**

*Next step: Staff will work with Craig Hassell to ensure a final plat is recorded with Utah County.*

**5. SITE PLAN: Highland Town Plaza West Pad *Administrative***

The City Council will consider a request by Daniel Schmidt on behalf of WPI Enterprises, Inc., for approval of a Site Plan of a retail building located at approximately 5513 West 11000 North. The City Council will take appropriate action. **- CONTINUED 5:0**

*This item will be considered by City Council at the April 20, 2021 Meeting.*

**6. ACTION: Development Agreement Approval *Legislative***

The City Council will consider a request by Millhaven Development LLC, regarding reimbursement for public improvements related to the Hollows Subdivision. The Council will take appropriate action. **- PASSED 5:0**

*Next step: Final costs of the trail will be determined and brought back to City Council for their approval.*

**7. ACTION: Approval of Mountain Ridge Park Phase I: Construction Drawings and Going to Bid *Administrative***

City Council will consider approving completing construction drawings for all of Mountain Ridge Park and proceeding with a bid for Phase I of the park. The Council will take appropriate action. **- PASSED 5:0**

*Next step: Staff will work with blu line designs to complete the construction drawings. Staff will begin the bid process. Construction estimated to begin in 2022.*

**8. DISCUSSION: Estimated Costs Associated with Equestrian Property**

Staff will present the estimated costs associated with operating a park on the Equestrian Property. No action will be taken.

*Tyler Bahr, Finance Director, presented the estimated costs for Highland City to develop and maintain the Equestrian Property with various amenities. Council did not express interest in moving forward with this project.*

**9. DISCUSSION: Fiscal Year 2021-2022 Budget Presentation**

Staff will present the new format for the Fiscal Year 2021-2022 Budget. No action will be taken.

*Tyler Bahr, Finance Director, gave a brief overview of the 2021-2022 budget, including a timeline for approval of the budget. A work session will be held on April 13, 2021 which will include an in-depth look at of the budget.*

## **10. 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. Future Meetings**

- April 13, City Council Work Session, 7:00 pm, City Hall
- April 14, Lone Peak Public Safety District Work Session, 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
- April 28, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall

## **11. 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, as provided by Utah Code Annotated §52-4-205.

## **ADJOURNMENT**

# COUNCIL VOTING REPORT - MARCH 30, 2021

		CONSENT ITEM A, C, F, G, H	CONSENT ITEM B	CONSENT ITEM I	CONSENT ITEM D & E AND SITE PLAN:HIGHLAND TOWN PLAZA WEST PAD - CONTINUED	PLAT AMENDMENT – COBBLEWOOD ESTATES LOTS 6 AND 7	DEVELOPMENT AGREEMENT APPROVAL	APPROVAL OF MOUNTAIN RIDGE PARK PHASE I: CONSTRUCTION DRAWINGS AND GOING TO BID
First Name	Last Name	3 A,C,F,G,H	3B	3I	3D,E & 5	4	6	7
Timothy A.	Ball	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Brittney P.	Bills	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kim	Rodela	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Scott L.	Smith	Yes	No	Yes	Yes	Yes	Yes	Yes
Total Voters		5	5	5	5	5	5	5
Pass/Fail		PASS	PASS	PASS	PASS	PASS	PASS	PASS