



HIGHLAND CITY

## HIGHLAND CITY COUNCIL BRIEF

Tuesday, September 21, 2021

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

### VIRTUAL PARTICIPATION



YouTube Live: <http://bit.ly/HC-youtube>



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

### 6:00 PM WORK SESSION – MOUNTAIN RIDGE PARK

*The City Council reviewed plans for Mountain Ridge Park and heard presentations from two other cities regarding their all-abilities playgrounds*

### 7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann

Invocation – Council Member Scott L. Smith

Pledge of Allegiance – Council Member Kurt Ostler

### 1. UNSCHEDULED PUBLIC APPEARANCES

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

*Brian Braithwaite and Wesley Warren spoke about their ideas for Mountain Ridge Park including donations and fundraising.*

*Rex Burningham, Laurie Burningham, Becky Blackhurst, Michelle Carter, and Alan Carter voiced their concerns about the City using a portion of Highland Glen Park to store asphalt tailings.*

### 2. PRESENTATIONS

#### a. Fling Update – Civic Events Coordinator Corrine Prestwich

Civic Events Coordinator Corrine Prestwich will give a brief report on the 2021 Highland Fling.

*Corrine Prestwich gave a brief report on the 2021 Highland Fling “Reach”. Events included service projects, disc golf, a senior dinner, parade, and fireworks.*

### 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 – **PASSED 5:0**

Regular City Council Meeting – August 17, 2021

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

**b. Approval to Purchase a Four-Wheel Drive Vehicle for the City Fleet**  
*Administrative - PASSED 5:0*

City Council will consider the purchase of a four-wheel drive vehicle to be incorporated in the City fleet. The vehicle will be used by Building Department to perform daily ongoing tasks. The Council will take appropriate action.

*Next step: Staff will execute the necessary documents to acquire the vehicle for the Building Department.*

**c. RESOLUTION: Updated Personnel Procedures and Policies Related to COVID-19**  
*Administrative - PASSED 5:0*

The City Council will consider a request by Highland City Staff to adopt a resolution relating to personnel procedures and policies related to COVID-19 and related matters. The City Council will take appropriate action.

*Next step: The Highland City Personnel Procedures and Policies manual will be updated to reflect the new COVID-19 policy.*

**d. PLAT AMENDMENT: Ruby Estates Subdivision** *Administrative - PASSED 5:0*

The City Council will consider a request by James Thomas to amend the Ruby Estates Subdivision to combine Lot 8 with the right-of-way vacated at the September 7th City Council meeting. The City Council will take appropriate action.

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

**e. PLAT AMENDMENT: Pebble Lane Estates Plat B** *Administrative - PASSED 5:0*

The City Council will consider a request by Highland City to amend Pebble Lane Estates subdivision to adjust the property lines of lots 1 and 3. The City Council will take appropriate action.

*Next step: Staff will work through the design and engineering process to amend Pebble Lane Estates and adjust the property lines of lots 1 and 3.*

**f. PURCHASE CONTRACT: Canal Blvd Project - Valgardson** *Legislative - PASSED 5:0*

The City Council will consider a Real Estate Purchase Contract (REPC) to sell 3,389 square feet located at approximately 5445 W Pebble Lane, Highland, Utah to Eric Valgardson, the property owner of the residential lot directly north of the property for the amount of \$6,778. The Council will take appropriate action.

*Next step: Staff will execute the Real Estate Purchase Contract with Eric Valgardson.*

**g. PRELIMINARY PLAT APPROVAL EXTENSION: Aberlour Subdivision**  
*Administrative - PASSED 5:0*

The City Council will consider a request by Gilson Engineering for approval of a Preliminary Plat extension for property located approximately at 11020 N 5500 W. The City Council will take appropriate action.

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

**h. RESOLUTION: Declaration of Surplus Property** *Legislative - PASSED 5:0*

The City Council will consider a request to declare 31,252 square feet of property surplus for the purpose of adjusting the boundaries of an existing building lot in the Pheasant Hollow subdivision. This request is associated with the Canal Boulevard project and the intent is to sell 1 lot for residential use. The Council will take appropriate action.

*Next step: The resolution will become part of the permanent record. Staff will work with through the plat amendment process. A public hearing will be held at a future city council meeting to receive comments concerning the disposal of the public property.*

**4. ORDINANCE: DISPOSAL OF REAL PUBLIC PROPERTY PROCESS**  
*Legislative - PASSED 5:0*

The City Council will consider a request by City Staff to amend the City's Municipal Code related to the disposing of property in order to streamline the property disposal process and avoid duplicative meetings and decisions. The Council will take appropriate action.

*Next step: The Municipal Code will be updated to reflect the new code regarding disposal of real public property process.*

**5. ACTION: BROADLEAF CHANNEL EASEMENT AND RECONSTRUCTION PROJECT**  
*Legislative - PASSED 5:0*

The City Council will consider a request to approve a new channel easement on Lot 308 of Dry Creek Highlands Phase 3 subdivision. The Council will also review the easement approach that has been coordinated with the residents on the Broadleaf Channel corridor and staff's request to put the project out to bid.

*Next step: Staff will begin the bid process to complete the easement and reconstruction project.*

**6. ACTION: PLAYGROUND EQUIPMENT FOR HIGHLAND GLEN PARK**  
*Administrative - CONTINUED 5:0*

The City Council will authorize the execution of a contract for the purchase and construction of the selected playground equipment for Highland Glen Park.

*Next step: Staff will look at different vendors and ninja style playground equipment as well as research vandalism prevention methods. This item will be brought back to Council at a later date.*

**7. DISCUSSION: RESOLUTION REGARDING USE OF OPEN SPACE FEE FUNDS**

City Council will discuss a resolution that identifies the public areas located within open space subdivisions which will be funded by the Open Space Fund.

*Mayor Rod Mann presented a resolution regarding use of open space fee funds and which parks should be paid for with open space funds. The Council will continue to discuss the issue as a part of a study the City is having conducted on the Open Space Fund.*

**8. 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. Graffiti** – Council Members Brittney P. Bills, Kim Rodela, and Scott L. Smith  
*This item will be discussed at a later meeting.*

**b. Community Center Use** – Assistant City Administrator Erin Wells  
*Assistant City Administrator Erin Wells presented a plan to allow for the Parks Department and Arts Council to share the Community Center, including the plan to replace the carpet and repaint in the upper floor.*

**c. Park Maintenance Building** – City Engineer Andy Spencer

*City Engineer Andy Spencer gave a report on the Neighborhood Open House the City held regarding the new Park Maintenance Building to be constructed by the Community Center. Feedback was overall positive. The building will complement the existing Community Center. North of the Maintenance Building will be a washout bay for mowers.*

**d. Staff Project List** – City Administrator Nathan Crane

*This item will be discussed at a later meeting.*

**e. Future Meetings**

- September 28, Planning Commission Meeting, 7:00 pm, City Hall
- October 5, City Council Meeting, 7:00 pm, City Hall
- October 13, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- October 19, City Council Meeting, 7:00 pm, City Hall
- October 26, Planning Commission Meeting, 7:00 pm, City Hall

**9. CLOSED SESSION**

The City Council may recess to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably 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 21, 2021

|             |                         | CONSENT ITEM A, B, | CONSENT ITEM C, G, H | ORDINANCE: DISPOSAL OF<br>REAL PUBLIC PROPERTY<br>PROCESS | BROADLEAF CHANNEL<br>EASEMENT AND<br>RECONSTRUCTION PROJECT | CONTINUED: PLAYGROUND<br>EQUIPMENT FOR HIGHLAND<br>GLEN PARK |
|-------------|-------------------------|--------------------|----------------------|---|---|--|
| First Name  | Last Name               | 3A, B, D, E,<br>F  | 3C, G, H             | 4   | 5   | 6  |
| Timothy A.  | Ball                    | Yes                | Yes                  | Yes   | Yes   | Yes  |
| Brittney P. | Bills                   | Yes                | Yes                  | Yes   | Yes   | Yes  |
| Kim         | Rodela                  | Yes                | Yes                  | Yes   | Yes   | Yes  |
| Kurt        | Ostler                  | Yes                | Yes                  | Yes   | Yes   | Yes  |
| Scott L.    | Smith                   | Yes                | Yes                  | Yes   | Yes   | Yes  |
|             | <b>Total<br/>Voters</b> | 5                  | 5                    | 5   | 5   | 5  |
|             | <b>Pass/Fail</b>        | PASS               | PASS                 | PASS  | PASS  | CONTINUED  |