



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

Tuesday, February 15, 2022

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

6:00 PM WORK SESSION – OPEN SPACE AND PARKS FINANCIAL PLAN

Fred Philpot with Lewis, Young, Robertson & Burningham will present the results of the study regarding open space and parks.

Fred Philpot presented the data from the Open Space and Parks Financial Plan study. Staff and Council will continue to discuss the data and refine the study to use the information in their decisions regarding Open Space and Parks.

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Sarah D. Petersen

Pledge of Allegiance – Council Member Timothy A. Ball

1. UNSCHEDULED PUBLIC APPEARANCES

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

Amy Needham expressed concern over the number of ducks at Highland Glen Park. She has worked with BYU and other cities to develop signs educating the public about this problem and offered to share those signs with Highland City.

2. PRESENTATIONS

a. Youth Council – Youth Council Representative

A member of the Youth Council will report on recent activities as well as upcoming events.

Sophia Thompson, Youth Council Representative, reported that the Youth Council had their first activity this week. It was a getting-to-know-you activity where they decorated cookies for some residents as well as the Police Department.

b. 2020/2021 FY Audit – Steve Rowley, Keddington & Christensen

Steve Rowley, Keddington & Christensen will present the results of the 2020-2021 FY Audit for Highland City.

Item was pulled and will be placed back on the agenda in March.

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 – Stephannie Cottle, City Recorder - **PASSED 5:0** Regular City Council Meeting – January 18, 2022

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

- b. **Library Board Appointment** Administrative – Donna Cardon, Library Director - **PASSED 5:0**

The City Council will consider the appointment of Kevin Tams to the Library Board.
The Council will take appropriate action.

Next step: Kevin Tams will begin to serve on the Library Board.

4. **ZONING APPROVAL/ REASONABLE ACCOMMODATION: ROCK SOLID RECOVERY** Administrative – Kellie Smith, Planner & GIS Analyst - **CONTINUED 5:0**

The City Council will consider a request by Jordan Harris for zoning approval for a 9-patient residential rehabilitation/treatment facility with one (1) live-in staff member located at 5159 W 11000 N. The City Council will take appropriate action.

Next step: Staff and Council will research other residential rehabilitation/treatment facilities owned by Rock Solid Recovery and legal counsel will provide clarification on Highland City Code regarding these facilities. This item will be brought back to Council no later than March 15, 2022.

5. **ACTION: AWARD CONTRACTS FOR 6800 WEST RECONSTRUCTION**

Administrative – Andy Spencer, Public Works Director/City Engineer - **PASSED 5:0**

The City Council will consider awarding a construction contract to Geneva Rock, a public involvement contract to Jacques & Associates, and a construction management contract to JUB for the reconstruction of 6800 West. The Council will take appropriate action.

Next step: Staff will work with the contractors to execute the contracts for the 6800 West Reconstruction Project.

6. **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. **Park Usage and Special Event Permits** – Erin Wells, Assistant City Administrator and Josh Castleberry, Parks Superintendent

Assistant City Administrator Erin Wells discussed the different types of parks and which types of parks would accommodate special events and field rentals based on amenities and park location. Based on Council discussion, a policy will be brought back to City Council for their approval at a future meeting.

- b. **Parks Garbage Policy and Pavilion Rentals** – Erin Wells, Assistant City Administrator and Josh Castleberry, Parks Superintendent

Assistant City Administrator Erin Wells and Parks Superintendent Josh Castleberry addressed the desire of City Council to have more garbage cans in parks. Staff presented a plan to place 2 garbage cans in every park with a playground, pavilion, or a rentable field. Council discussed options to partially fund the purchase of these cans through pavilion rentals.

- c. **Financial Statements** – Tyler Bahr, Finance Director

Finance Director Tyler Bahr presented the summary financial statements ending December 31, 2021 and answered Council questions regarding the statements.

d. Seasonal Wages - Andy Spencer, Public Works Director/City Engineer

Public Works Director/City Engineer Andy Spencer requested that Council consider raising the hourly rate of seasonal workers to help with employee recruitment. Council agreed to the increase and suggested different ways to advertise and retain employees in these positions.

e. Additional Communication Item - Legislative Items

Mayor Kurt Ostler, Council Member Brittney P. Bills, and Police Chief Brian Gwilliam updated the Council on legislative bills which could affect Highland City. These bills include issues on water meters, density requirements, road connectivity, Public Safety retirees returning to work after 90 days, government records management as it relates to public employee interviews, and Utah Lake.

f. Additional Communication Item - Resident Survey

Assistant City Administrator Erin Wells requested Council feedback on some questions in the 2022 Resident Survey. These questions were regarding the open space fee, encroachments, and what services residents would be willing to fund with a property tax increase.

g. Future Meetings

- February 22, Planning Commission Meeting, 7:00 pm, City Hall
- March 1, City Council Meeting, 7:00 pm, City Hall
- March 9, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- March 15, City Council Meeting, 7:00 pm, City Hall
- March 22, Planning Commission Meeting, 7:00 pm, City Hall
- March 29, City Council Meeting, 7:00 pm, City Hall

7. CLOSED SESSION

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

ADJOURNMENT