



HIGHLAND CITY COUNCIL BRIEF

Tuesday, July 19, 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 - VIEW POINTE

Ross Welch with Patterson Construction, Dan Milliron representing some View Pointe Subdivision residents, Josh Gibbons with Hales Engineering, and Andy Spencer, Highland City Engineer/Public Works Director addressed the Council in regards to a connecting road from View Pointe subdivision into Alpine.

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Timothy A. Ball

Flag Ceremony – Highland Troop 20

1. UNSCHEDULED PUBLIC APPEARANCES

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

Amalia Cook expressed her desire to purchase property behind her home to maintain access to the open space.

Greg Parkinson expressed his concern regarding the \$20/month open space fee paid by some residents. He would like to see the costs of maintaining parks paid by all the residents.

Residents of View Pointe subdivision Noah Milliron, Ambria Benagas, Austin Wilcox, Trent Pedersen, Peter Kilger, Deborah Pinster, Dan Milliron, Matt Lamont, Karma Campozano, Burke Alder, Cynthia Pedersen, Brad Colten, Jorge Compazano, John Peachey, Randal Benagas, and Rachel Milliron expressed their concern regarding a connecting road from View Pointe subdivision into Alpine. Residents requested that the north entrance into their subdivision be used only for emergency purposes.

2. PRESENTATIONS

a. Fling Preview – Miranda Doman, Civic Events Director

The City Council will be presented with a brief overview of the events planned for the Highland Fling 2022.

Miranda Doman, Civic Events Director gave a brief presentation regarding the 2022 Highland Fling “The Great Outdoors”. Events include an OHV Show, service projects, baby celebration, horseshoe tournament, kids’ night, garden tours, playday rodeo, youth movie night, strong man competition, disc golf, parade, fireworks and musical entertainment featuring Sonic Groove.

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 – May 17, 2022 and City Council Work Session – June 6, 2022

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

4. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - HOME OCCUPATIONS *Legislative - Kellie Smith, Planner & GIS Analyst - PASSED 5:0*

The City Council will hold a public hearing to consider a proposal by Highland City Staff to amend Section 3-614 Home Occupations to allow for a home occupation in every residential unit. The City Council will take appropriate action.

Next step: Section 3-614 Home Occupations of the Development Code will be updated to reflect the amendment. Home Occupations will now be allowed in every residential unit.

5. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - RETAINING WALLS *Legislative - Kellie Smith, Planner & GIS Analyst - PASSED 4:1 (Council Member Timothy A. Ball voted no)*

The City Council will hold a public hearing to consider a proposal by Highland City Staff to amend Section 3-612 Fences, Retaining Walls, Theme and Screen Walls relating to daylight basements and window wells. The City Council take appropriate action.

Next step: Section 3-612 Fences, Retaining Walls, Theme and Screen Walls in the Development Code will be updated to reflect the amendment which allows rock walls to be constructed around window wells and basement entrances.

6. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - SETBACK ENCROACHMENT *Legislative - Kellie Smith, Planner & GIS Analyst - PASSED 5:0*

The City Council will hold a public hearing to consider a proposal by Highland City Staff to amend Sections 3-4104, 3-4204, and 3-4254 Location Requirements relating to encroachments into setbacks for main dwellings in residential zones. The City Council will take appropriate action.

Next step: Several sections in the Development Code will be updated to reflect the amendment which clarifies setback encroachments including for stairwells descending below the grade.

7. ACTION: PRESSURIZED IRRIGATION SERVICE AGREEMENT WITH BETH WILSON *Administrative - Andy Spencer, City Engineer/Public Works Director - PASSED 5:0*

The City Council will consider a request to approve a pressurized irrigation agreement associated with the Beth Wilson family for property located at 9730 N. 6800 W. thereby allowing them to receive their flood irrigation water shares through Highland City's pressurized irrigation system. The Council will take appropriate action.

Next step: Staff will work with the Beth Wilson family to execute the agreement and a PI meter and connection will be installed on the property. The Harmon ditch that runs passes through Canterbury North, Canterbury South, Wimbleton, The Hollows, and Shady Acres subdivisions can then be abandoned and filled.

8. ACTION: REVISED ENCROACHMENT POLICY AND MAINTENANCE AGREEMENT *Legislative - Rob Patterson, City Attorney - PASSED 5:0*

The City Council will continue its consideration of policies regarding existing and future encroachment by residents onto city-owned property. The City Council will also consider modifications to the standard Maintenance Agreement that allows residents to improve and maintain private landscaping on city-owned property to ensure the Agreement conforms to the Encroachment Policy. The Council will take appropriate action.

Next step: The Encroachment Policy will become the governing document on handling encroachments in Highland City. A new maintenance agreement template was adopted, including a \$25 application fee and other applicable recording fees. Council will discuss implementation priorities at the August 2 Council meeting.

9. RESOLUTION: ADOPTION OF THE DESIGNATION OF DISPOSABLE PROPERTIES *Legislative - Kellie Smith, Planner & GIS Analyst - PASSED 5:0*

The City Council will review and discuss the open space requests that were deferred on November 9th, 2021. The City Council will also consider the adoption of a resolution designating specific parcels of public real property as orphan parcels that may be disposed of. The Council will take appropriate action.

Next step: Staff will work with the residents of Twin Bridges subdivision through the property sale process.

10. ACTION: CONTRACTOR SELECTION FOR COUNCIL CHAMBER AV UPGRADE *Administrative - Erin Wells, Assistant City Administrator - PASSED 5:0*

The City Council will select a vendor for the AV upgrade in the City Council chambers.

Next step: Staff will work with GenComm to complete the AV Upgrade in the Council chambers.

11. AGREEMENT: MEMORANDUM OF UNDERSTANDING - HEAT PROGRAM

Administrative - Candice Linford, Treasurer & Business Licensing Official and Tyler Bahr, Finance Director - PASSED 5:0

The City Council will consider participation in the State's HEAT program. The Council will take appropriate action.

Next step: Staff will direct residents who request utility assistance to apply for the State's HEAT program. Highland City also offers payment plans for those in need.

12. 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. Draft Trail Maintenance Plan - *Andy Spencer, City Engineer/Public Works Director Andy Spencer, City Engineer/Public Works Director provided Council with a detailed handout showing the schedule of maintenance planned for all trails throughout Highland City. This plan will be brought back on August 2, 2022 for Council action.*

b. General Fund Financial Sustainability and Capital Facility Plan - *Nathan Crane, City Administrator/Community Development Director*

This item will be discussed at a future meeting.

c. Park Impact Fees - *Tyler Bahr, Finance Director*

Tyler Bahr, Finance Director communicated to the Council that Lewis, Young, Robertson, and Burningham is completing a study on park impact fees related to bond and General Fund repayment. This item will be brought back to Council for formal action.

d. Commercial Fire Sprinkler Requirements – Brian Patten, Fire Chief
This item will be discussed at a future meeting.

e. FY22 Expenditures – Tyler Bahr, Finance Director
Tyler Bahr, Finance Director gave a brief overview of the final FY2022 expenditures.

f. Sales Tax Review – Tyler Bahr, Finance Director
Tyler Bahr, Finance Director gave a brief overview of the sales tax revenue received to date, including a month-to-month comparison.

g. Mountain Ridge Park Donor Recognition Wall – Nathan Crane, City Administrator/Community Development Director
This item will be discussed at a future meeting.

h. Future Meetings

- July 26, Planning Commission Meeting, 7:00 pm, City Hall
- August 2, City Council Meeting, 7:00 pm, City Hall
- August 10, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- August 16, City Council Meeting, 7:00 pm, City Hall
- August 23, Planning Commission Meeting, 7:00 pm, City Hall

i. Moderate Income Housing – Kellie Smith, Planner/GIS Analyst

Kellie Smith, Planner/GIS Analyst informed Council that per recent legislation, Highland City needs to have a minimum of 3 moderate income housing strategies with a measurable timeline. The deadline is October 1, 2022. Planning Commission will be discussing this issue and it will be brought before Council as a work session.

13. 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, and pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.

ADJOURNMENT