



# HIGHLAND CITY COUNCIL BRIEF

**Tuesday, October 18, 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](mailto:council@highlandcity.org)

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

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Timothy A. Ball

Pledge of Allegiance – Council Member Scott L. Smith

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

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

*There were no public appearances.*

### **2. PRESENTATIONS**

#### **a. Youth Council Report - Youth Council Representative**

A member of the Youth Council will report on their recent and upcoming activities.

*Sophia Thompson, Government Chair, reported on Trick or Treat Street which will be held on Monday, October 24th from 5:00 – 7:00 pm. Youth Council applications will be accepted until October 27th. They are also working on their annual retreat.*

#### **b. Waste Management Presentation to Youth Council - Blake Leonelli, Waste Management**

Blake Leonelli from Waste Management will present a special award to the Highland City Youth Council.

*Blake Leonelli presented a check for \$2500 to Youth Council and thanked the City for letting Waste Management be part of the City.*

#### **c. Certified Municipal Clerk Recognition - UMCA President Jackie Nostrom**

UMCA President Jackie Nostrom will recognize City Recorder Stephannie Cottle for achieving the Certified Municipal Clerk designation.

*Jackie Nostrom, UMCA President, presented Stephannie Cottle, City Recorder, with her CMC Certificate and congratulated her on achieving this designation.*

#### **d. Legislative Updates - Senator Mike Kennedy**

Senator Kennedy will present information on current legislation which may have an impact on Highland City.

*Senator Mike Kennedy spoke to City Council regarding upcoming legislation on moderate income housing. He also answered questions about the Pleasant Grove lawsuit regarding fee vs. tax and how that may impact Highland City fees.*

**e. Xeriscaping and Waterwise Code** - Chris Howden, Planning Commissioner & Kellie Smith, Planner & GIS Analyst

Chris Howden, Planning Commissioner, will present a proposal for an amendment regarding xeriscaping in the City. Kellie Smith, Planner & GIS Analyst, will present an update on communications with Central Utah Water Conservancy District.

*Chris Howden and Audrey Moore, Planning Commissioners, proposed that new developments be required to xeriscape park strips, parkway detail, and planters. Kellie Smith, Planner & GIS Analyst reviewed the requirements to qualify for Central Utah Water Conservancy District rebate programs.*

**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** General City Management - Stephannie Cottle, City Recorder - **PASSED 5:0**

Regular City Council Meeting – September 6, 2022

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

**b. City Administrator Contract** General City Management - Mayor Kurt Ostler

The City Council will consider an employment contract for City Administrator Erin Wells. The Council will take appropriate action.

*Next step: This item will be brought back to Council on November 1st for final consideration.*

**c. ACTION: Amendment of Encroachment Policy** General City Management - Rob Patterson, City Attorney - **PASSED 5:0**

The City Council will consider an amendment and update to the City's existing Encroachment Policy in order to remove the requirement to mail the policy with notices of encroachment. The Council will take appropriate action.

*Next step: Staff will update the Encroachment Policy to remove the requirement to mail the entire policy with notices of encroachment.*

**4. ACTION: FINAL PLAT UPDATES - RIDGEVIEW PLAT F, PLAT G, AND PLAT J** Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst - **PASSED 5:0**

The City Council will hold a public meeting to consider a request by Lennar Homes, Ivory Development, and David Weekley Homes for an adjustment to Ridgeview Plats F, G, and J to dedicate the property along 10100 N as Highland City right-of-way. The Council will take appropriate action.

*Next step: Staff will work with Lennar Homes, Ivory Development, and David Weekley Homes to prepare a xeriscaped landscape plan which will be brought back to Council for final approval.*

**5. 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. Report on Encroachment Policy Enforcement** - Kellie Smith, Planner & GIS Analyst

*Kellie Smith, Planner & GIS Analyst, reported on latest efforts to enforce encroachment including identifying different types of maintenance agreements, issues which have come up during enforcement, and penalties for those who do not engage or comply. Each subdivision will be brought to Council for their review prior to enforcement.*

**b. Sewer Lift Station Code Amendments** - *Andy Spencer, City Engineer/Public Works Director*

*Andy Spencer, City Engineer/Public Works Director suggested that a code amendment be adopted to not allow further sewer lift stations. This item will be brought back to Council for final consideration.*

**c. Park Strip Code Update** - *Kellie Smith, Planner & GIS Analyst*

*Kellie Smith, Planner & GIS Analyst requested a code update to specify that the adjacent park strip owner must maintain the park strip. This item will be brought back to Council for final consideration.*

**d. Council Policies & Procedures** - *Erin Wells, City Administrator & Rob Patterson, City Attorney*

*Erin Wells, City Administrator, and Rob Patterson, City Attorney, stated that Highland City should consider updating their Council Policies & Procedures. Mr. Patterson gave a summary concerning Highland City form of government and described responsibilities of Mayor, Council, and City Administrator. Staff, with input from Council, will create a draft Council Policies & Procedures. This will be discussed at the November 29<sup>th</sup> work session.*

**e. Future Meetings**

- October 19, 2022, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- October 25, 2022, Planning Commission Meeting, 7:00 pm, City Hall
- November 1, 2022, Work Session & City Council Meeting, 6:00 pm, City Hall
- November 9, 2022, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- November 15, 2022, Planning Commission Meeting, 7:00 pm, City Hall
- November 29, 2022, City Council Work Session, 6:00 pm, City Hall

## **6. CLOSED SESSION**

The City Council may recess to convene in a closed session to discuss items, as provided by Utah Code Annotated §52-4-205.

*There was no Closed Session.*

## **ADJOURNMENT**