



# HIGHLAND CITY COUNCIL BRIEF

**Tuesday, January 3, 2023**

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 Kim Rodela

Pledge of Allegiance – Council Member Brittney P. Bills

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

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

### **2. PRESENTATIONS**

#### **a. Legislative Updates – Brady Brammer**

Representative Brady Brammer will discuss upcoming legislation which may affect Highland City.

*Representative Brady Brammer spoke about the State's stewardship over water, energy, and land management. He also spoke about affordable housing, investing in transportation, and growth in Utah.*

#### **b. Employee Introduction – Lina Costa Olsen, Communications Coordinator**

Lina Costa Olsen will introduce herself at the new Communications Coordinator for Highland City.

*Lina Costa Olsen introduced herself as the new Communications Coordinator for Highland City. She will be responsible for all social media, newsletters, and communication related to construction projects.*

### **3. CONSENT ITEMS**

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 – November 1, 2022

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

**4. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - PARK OR PLANTER STRIPS** *Development Code Update (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 3-621 Park or Planter Strips to require xeriscaping in park strips and update the permitted tree list in park strips. The City Council will take appropriate action.

*Next step: The Highland City Development Code will be updated to reflect that all park or planter strips shall be xeriscaped or use water-wise methods.*

**5. ACTION: SELECTION OF A CONSULTANT FOR THE TRAFFIC CALMING AND PEDESTRIAN SAFETY MANUAL** *General City Management - Andy Spencer, City Engineer/Public Works Director - PASSED 4:1 (Scott L. Smith voted no)*

The City Council will review the selection of a consultant engineer for the Traffic Calming and Pedestrian Safety Toolbox manual. (This was previously referred to as Traffic Control Toolbox). The Council will take appropriate action.

*Next step: Staff will work with Wall Consultant Group to prepare the Traffic Calming and Pedestrian Safety Toolbox Manual.*

**6. ACTION: PURCHASE CONTRACTS FOR STORAGE AND SECURITY IMPROVEMENTS FOR THE PI METER PROJECT** *General City Management - Andy Spencer, City Engineer/Public Works Director - PASSED 5:0*

The City Council will consider the approval of two contracts, Northwest Fence in the amount of \$33,000 and Rugged Containers in the amount of \$28,995.98 for the purpose of providing a storage facility to house the materials for the PI meter installation project. The combined cost of these improvements is \$61,995.98. The Council will take appropriate action.

*Next step: Staff will work with Northwest Fence and Rugged Containers to install the necessary security improvements to store the pressurized irrigation meters.*

**7. ACTION: PRELIMINARY PLAT - ABBIES ACRES** *Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst - PASSED 5:0*

The City Council will consider a request by Peak Real Estate & Development LLC for preliminary plat approval of a 6-lot subdivision located at approximately 4943 W 11200 N. The City Council will take appropriate action.

*Next step: Staff will work with Peak Real Estate & Development LLC through the design and engineering process.*

**8. ACTION: APPROVAL OF DONATION AND NAMING RIGHTS AGREEMENTS FOR MOUNTAIN RIDGE PARK** *General City Management - Rob Patterson, City Attorney - PASSED 5:0*

The City Council will hold a public meeting to consider approving the form and template contracts that will be used to record donations made to the City for Mountain Ridge Park, as well as the granting of naming rights for large donations. The Council will take appropriate action.

*Next step: Council will determine a dollar amount for large donations. Once that dollar amount has been set, staff will use the approved agreements to take donations.*

## 9. EXPEDITED ITEMS

a. **RESOLUTION: Designating the Value of Orphan Parcels for 2023** General City Management - Kellie Smith, Planner & GIS Analyst - **PASSED 5:0**  
The City Council will consider a resolution designating the value of orphan parcels for 2023. The Council will take appropriate action.  
*Next step: All orphan parcels sold in 2023 will be charged at \$4.71 per square foot.*

## 10. DISCUSSION ITEMS

a. **Parks Division Operation Building - Bid Results** General City Management - Andy Spencer, City Engineer/Public Works Director  
The City Council will discuss the proposed City Parks Division operations building (parks building) and the recently received bids. The Council will take no action as this will be a discussion item only.  
*Andy Spencer, City Engineer/Public Work Director presented bids for a new park operation building located by the Community Center. Council requested that alternative options be brought back to Council for their consideration at a future meeting.*

## 11. 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. **Alpine Food Storage** - Kurt Ostler, Mayor  
*Kurt Ostler, Mayor, reported that Alpine Food Storage has been unable to obtain a lease on a new location. Council directed staff to revoke the business license, giving the business owners 30 days to stop all business at this location.*

b. **Mountain Ridge Baseball Field** - Erin Wells, City Administrator  
*Erin Wells, City Administrator, stated that Chad Christopherson is willing to build the baseball field, but would require that it be locked, to prevent vandalism, and the park would only be available with a reservation. Staff will follow up with Mr. Christopherson regarding the reciprocal arrangement of time and usage on the field.*

c. **Encroachment/Purchase Update: Highland Hollow** - Kellie Smith, Planner & GIS Analyst  
*Kellie Smith, Planner & GIS Analyst, gave an overview on the resolution of encroachment issues in Highland Hollow. Council requested that this subdivision be brought back to them for further consideration regarding purchase and maintenance agreements.*

d. **Update on Wimbleton Sales and Purchase Requests** - Kellie Smith, Planner & GIS Analyst  
*Kellie Smith, Planner & GIS Analyst, presented the status on the number of properties which are being sold in Wimbleton. Council requested that this subdivision be brought back for Council consideration regarding the corner parcels.*

e. **Sign Code Update** - Kellie Smith, Planner & GIS Analyst  
*Kellie Smith, Planner & GIS Analyst, asked for Council direction regarding temporary signs. Council discussed the type of signs as well as enforcement of the signs. This item will be brought back for further Council consideration.*

**f. Financial Report** - *Tyler Bahr, Finance Director*

*Tyler Bahr, Finance Director, presented financial statistics including property tax, license and permit revenue, transfers to the Parks Capital fund for Mountain Ridge park, sales tax, and expenditures from Road Capital fund.*

**g. Future Meetings**

- January 5, Budget Work Session, 6:30 pm, City Hall
- January 11, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- January 17, City Council Meeting, 7:00 pm, City Hall
- January 24, Planning Commission Meeting, 7:00 pm, City Hall

**12. 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**