



HIGHLAND CITY COUNCIL BRIEF

Tuesday, May 16, 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

6:00 PM WORK SESSION – LONG -TERM FINANCIAL OBLIGATIONS

Tyler Bahr, Finance Director and Andy Spencer, City Engineer/Public Works Director presented the long-term financial obligations of Highland City. They include bonds, compensated absences, and water share assessments related to pressurized irrigation.

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Mayor Kurt Ostler

Pledge of Allegiance – Council Member Kim Rodela

1. UNSCHEDULED PUBLIC APPEARANCES

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

Steve Hogan questioned if the item on the agenda regarding the fence code update was a final decision regarding the Alpine Highway Fence. He also asked about the Council if a decision has been made concerning who would be responsible for replacement and maintenance on the fence.

2. 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 General City Management - Stephannie Cottle, City Recorder – **PASSED 4:0 (Timothy A. Ball – Absent)**

City Council Work Session – March 30, 2023

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

b. ACTION: Final Plat - Ridgeview Plat K Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst – **PASSED 4:0 (Timothy A. Ball – Absent)**

The City Council will consider a request by Ivory Development LLC for final plat approval of a 17-lot subdivision located at approximately Elmfield Way and Willowbank Drive. The City Council will take appropriate action.

Next step: Staff will work with Ivory Development LLC through the design and engineering process.

3. PUBLIC HEARING/ORDINANCE: PARK IMPACT FEE General City Management - Tyler Bahr, Finance Director - **PASSED 4:0 (Timothy A. Ball - Absent)**
The City Council will hold a public hearing and consider adoption of amended park impact fees. The Council will take appropriate action.
Next Step: Staff will finalize any necessary documents. The new park impact fee will go into effect 90 days from the date of adoption.

4. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - FENCES Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst - **PASSED 4:0 (Timothy A. Ball - Absent)**
The City Council will continue and complete a public hearing to consider a proposal by Highland City Staff to amend Chapter 3-612 Fences, Retaining Walls, Theme and Screen Walls in the Development Code relating to municipal fencing, how fence height is measured, and adjusting fence design requirements adjacent to trail corridors. The City Council will take appropriate action.
Next step: Staff will update Chapter 3-612 Fences, Retaining Walls, Theme and Screen Walls in the Development Code to reflect amendments to the ordinance.

5. RESOLUTION: PERSONNEL POLICY UPDATE CONCERNING EMPLOYEES SERVING AS ELECTED OFFICIALS General City Management - Jay Baughman, Assistant City Administrator and Community Development Director - **PASSED 4:0 (Timothy A. Ball - Absent)**
The City Council will hold a public meeting to consider amendments to the personnel policies concerning a Highland City employee running for and being elected to the position of a Highland City elected office. The Council will take appropriate action.
Next step: Staff will update the Personnel Policy manual to reflect approved changes relating to employees serving as elected officials.

6. EXPEDITED

a. PUBLIC HEARING/ORDINANCE: Text Amendment - Storm Drainage Development Code Update (Legislative) - Kellie Smith, Planner & GIS Analyst - **PASSED 4:0 (Timothy A. Ball - Absent)**
The City Council will continue and complete a public hearing to consider a proposal by Highland City Staff to amend Section 5-9-105 Storm Drainage in the Development Code to update regulations regarding drainage being directed toward the right-of-way. The City Council will take appropriate action.

Next step: Staff will update Section 5-9-105 Storm Drainage in the Development Code to reflect approved changes.

b. ORDINANCE: City Records Code Update General City Management (Legislative) - Rob Patterson, City Attorney - **PASSED 3:2 (Timothy A. Ball - Absent, Scott L. Smith and Brittney P. Bills voted no, Mayor Kurt Ostler voted yes to break the tie)**

The City Council will consider an amendment to the Highland City Municipal Code Title 2, Chapter 28, City Records. The Council will take appropriate action.

Next step: Staff will update the Municipal Code Title 2, Chapter 28 to reflect approved changes in the code.

7. 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. Flooding Update - Ernie John, North Utah County Water Coordinator

Ernie John, North Utah County Water Coordinator, reported on overall preparedness, ongoing maintenance at the debris basin and weir to keep water flowing, and monitoring water levels and flows at Tibble Fork and Dry Creek Reservoir and American Fork River. He clarified that the ditches will not be overfilled. If water flow reaches a concerning level, all cities will be contacted through their designated representatives.

b. Magnolia Estates Development Agreement - Andy Spencer, City Engineer/Public Works Director

Andy Spencer, City Engineer/Public Works Director presented a possible development agreement for Magnolia Estates. The agreement proposes the city allow an extra lot to be built in exchange for a public access on the west, and installation of additional sewer lines. This item will be brought back to Council for their consideration.

c. Fiber Next Steps - Rob Patterson, City Attorney & Jay Baughman, Assistant City Administrator/Community Development Director

Rob Patterson, City Attorney & Jay Baughman, Assistant City Administrator/Community Development Director reviewed the actions which the Council had previously taken regarding fiber such as work sessions and presentations with several fiber providers. Staff asked Council if they desired to have a question placed on the ballot regarding fiber. Council decided to not place a question on the ballot and instead move forward with franchise agreements with fiber providers. Franchise agreements will be brought back to Council for their consideration.

d. Sensitive Lands Development Ordinance - Rob Patterson, City Attorney

Rob Patterson, City Attorney, discussed a proposed ordinance relating to development on sensitive lands such as those with significant slopes, unstable soils, faults, wetlands, etc. The ordinance would stipulate certain regulations and requirements for development. This item will be discussed at Planning Commission and then brought back to Council for further consideration.

e. 5th 5th Local Option - Kurt Ostler, Mayor

Mayor Kurt Ostler reported that Utah County Commissioners are considering an additional sales tax of .2%. Cities would receive .05%, based on point of sale; Utah County would receive .05%; and UTA would receive the remaining .1%. Council discussed this sales tax option and decided to not support this tax. This decision will be forwarded to the County Commissioners to take into consideration.

f. Financial Report for March - Tyler Bahr, Finance Director

Tyler Bahr, Finance Director gave a brief financial report including tax revenue, and license and permit revenue. He also reviewed expenses for snow removal, road capital projects, and impact fees.

g. Alpine Food Storage Update - Kurt Ostler, Mayor

Mayor Kurt Ostler reported that Alpine Food Storage is continuing their work to move into their new location in American Fork. They have finished the entryway, and style guide. Signs should be up this week. Eight offices have been completed. Flooring and refrigeration have been installed. Anticipated opening is June 1st. Council Member Sarah D. Petersen expressed concern that the Highland property might become a second delivery/pickup location.

h. Future Meetings

- May 17, Community Budget Meeting, 7:00 pm, City Hall
- May 23, Planning Commission Meeting, 7:00 pm, City Hall
- June 6, City Council Meeting, 7:00 pm, City Hall
- June 14, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall

- June 20, City Council Meeting, 7:00 pm, City Hall
- June 27, Planning Commission Meeting, 7:00 pm, City Hall

9. 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.

ADJOURNMENT