



HIGHLAND CITY

## HIGHLAND CITY COUNCIL BRIEF

Tuesday, October 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)

### 6:00 PM SPECIAL SESSION - APPOINTMENT OF COUNCIL MEMBER

*The Council interviewed the following individuals: Helen Anjalee Taylor, Jon Lefrandt, Brent Wallace, Wesley Warren, Liz Rice, Melissa Ghandour, and Doug Cortney. Jon Lefrandt was selected to fill the Council vacancy.*

### 7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Brittney P. Bills

Pledge of Allegiance – Mayor Kurt Ostler

### 1. UNSCHEDULED PUBLIC APPEARANCES

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

*Jen Ashcraft expressed her approval of the Highland Mains development but had several questions regarding possible reduction in taxes and the alcohol survey. Mayor Kurt Ostler suggested that she email the Council with her questions.*

### 2. 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 - **PASSED 5:0**

Stephannie Cottle, City Recorder

Regular City Council Meeting – August 15, 2023

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

### 3. ACTION: CEMETERY MAINTENANCE BUILDING CONSTRUCTION AWARD General City Management - **CONTINUED 5:0**

Andy Spencer, City Engineer/Public Works Director

The Council will consider the award for a maintenance building to be constructed in the City cemetery.

*Next step: Staff will get bids to construct a cemetery maintenance building that is more durable and aesthetically pleasing. This item will be brought back to the Council for further consideration.*

- 4. ACTION: FERTILIZER PURCHASE** *General City Management - PASSED 5:0*  
*Andy Spencer, City Engineer/Public Works Director*  
The City Council will consider the purchase of fertilizer for the fall and spring park applications. The Council will take appropriate action.  
*Next step: Staff will work with Ewing Irrigation and Landscape Supply to purchase the necessary fertilizer.*
- 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. Alcohol Law** – *Brooklyn Wild, Communications Specialist*  
*Brooklyn Wild stated that we have currently received 1,608 survey responses online, and 180 paper surveys. Results will not be announced until the survey closes. The Council directed staff to extend the survey period to October 20<sup>th</sup> to allow residents to include the survey with their utility bill. The city has advertised the survey through the newsletter, Yoppify, Everbridge, the electronic sign board, and social media. All surveys are due no later than October 20th.*
- b. Financial Report** – *Tyler Bahr, Finance Director*  
*Tyler Bahr gave a brief financial report including data on interest earnings, sales tax, and building revenue. The Council discussed the requirement for restricting building revenue, as well as the Lone Peak Public Safety District fee.*
- c. PI Long Term Financial Obligations** – *Tyler Bahr, Finance Director & Andy Spencer, City Engineer/Public Works Director*  
*Tyler Bahr and Andy Spencer explained that when Highland City accepts water shares from developers they are typically encumbered with the assessment from the enclosure of the Murdock Canal. The developer either pays cash to Highland City to cover the encumbrance or they bring in 10% more water shares. The Council requested staff to bring back the pros and cons of each methodology. This item will be brought back to the Council for further discussion and consideration.*
- d. Flock Cameras** – *Brian Gwilliam, Police Chief*  
*Chief Brian Gwilliam reported on the success of using Flock cameras in Alpine. The Council requested that additional information including pricing for cameras and installation be brought back to the Council for further consideration.*
- e. Graffiti** – *Andy Spencer, City Engineer/Public Works Director*  
*Andy Spencer showed the Council a map of the 5 underpasses which are usually the targets of graffiti. All the underpasses, except Caddie Lane, are the responsibility of Utah County. The Council discussed timely removal of graffiti possibly using the TAG program, and prevention measures such as allowing murals to be painted, extra lighting, and cameras.*
- f. Resident Survey** – *Erin Wells, City Administrator*  
*Erin Wells suggested that due to the current alcohol survey that the annual resident survey be postponed until the beginning of the calendar year. The Council agreed and this item will be brought back in January, 2024.*
- g. Library Carpet** – *Jay Baughman, Assistant City Administrator/Community Development Director*

*Jay Baughman reported that the library is in the process of receiving bids for new carpet. Two bids have already been received, with another expected soon. Both bids are within the budget. Carpet is expected to be replaced during December.*

**h. Building Use Policy** - Jay Baughman, Assistant City Administrator/Community Development Director

*Jay Baughman proposed some changes in the building use policy specifically as it relates to the rental deposit. This item will be brought back to Council for further consideration.*

**i. Future Meetings**

- October 11, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- October 17, City Council Meeting, 7:00 pm, City Hall
- October 24, Planning Commission Meeting, 7:00 pm, City Hall
- November 7, City Council Meeting, 7:00 pm, City Hall
- November 14, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- December 5, City Council Meeting, 7:00 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**