



HIGHLAND CITY COUNCIL BRIEF

TUESDAY, JANUARY 16, 2024

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

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.

There were no public appearances.

2. PRESENTATIONS

a. Open and Public Meeting Training

Rob Patterson, City Attorney, will provide annual training on Open and Public Meetings as required by state law.

This item was moved to a later City Council meeting.

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

City Council Meeting - October 17, 2023, November 7, 2023, and December 7, 2023

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

b. Disposal of Public Property *General City Management Andy Spencer, City Engineer/Public Works Director – PASSED 5:0*

The City Council will consider a resolution for the disposal of Personal Public Property.

Next step: The items approved will be posted on the City's website and then sold appropriately.

c. ACTION: Council Board Appointments *General City Management Stephannie Cottle, City Recorder – PASSED 5:0*

The City Council will consider ratifying the Mayor's appointments of City Council Board assignments

for 2024.

Next step: Council Members will begin working on the new boards to which they were appointed.

d. Planning Commission Appointments *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will consider the Mayor's request to ratify the reappointment of Jerry Abbott and Trent Thayn as Planning Commissioners. Debra Maughan will be moved from Commissioner Alternate to the regular seat formerly held by Jay Roundy. Wesley Warren will be appointed to an Alternate Commissioner seat. The Council will take appropriate action.

This item was moved to a later City Council meeting.

e. PTIF Resolutions *General City Management Candice Linford, Treasurer – PASSED 5:0*

The City Council will consider authorizing David Mortensen to initiate transactions for PTIF and access statements.

Next step: Staff will forward the signed resolutions to the Utah State Treasurer's office so they may update their records.

f. Final Plat: Magnolia Estates *Land Use (Administrative)*

Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney – PASSED 5:0

The City Council will consider a request by Mark Greenwood for final plat approval of an 8-lot subdivision in the R-1-40 Zone located south of 4697 W. 11200 N. The City Council will take appropriate action.

Next step: Staff will work with Mark Greenwood through the design and engineering process.

4. ACTION ITEMS

Items in this section are to be acted upon by City Council.

a. PUBLIC HEARING/ORDINANCE: Text Amendment - Alcohol Sales *Municipal Code Update (Legislative)*

Development Code Update (Legislative) Rob Patterson, City Attorney

The City Council will consider proposed amendments to the City's municipal code and development regarding alcohol sales.

Development Code Update – PASSED 4:1 (Council Member Scott L. Smith voted no)

Municipal Code Update – PASSED 3:2 (Council Members Scott L Smith and Kim Rodela voted no)

Next step: Staff will update the Development and Municipal Code to reflect the adopted changes. Restaurants in the general city center area will be allowed to serve alcohol with the following stipulations.

- 4 total licenses city-wide, and no more than 2 licenses issued per zone
- Only full service (beer, wine, and spirits) and limited service (beer and wine) licenses are allowed
- No alcohol sales after 10:00 pm
- No alcohol can be removed from the premises
- No manufacturing, distilling, or brewing of alcohol
- All other State restrictions and other restrictions will apply

b. ACTION: Design Criteria and Standards Drawings *Ordinance Development Code Update (Legislative)*

Andy Spencer, City Engineer/Public Works Director – PASSED 5:0

The City Council will consider approving the proposed updates to the Highland City Design Criteria Manual and Standard Drawings. The modifications to these documents consist of revised infrastructure improvement standards and specifications including, but not limited to, standard road cross-sections,

road alignment requirements, utility lines, and publicly owned facility standards.

Next step: Staff will update the Highland City Design Criteria Manual and Standard Drawings to reflect the approved changes.

c. ACTION: Development Code Changes *Development Code Update (Legislative) Rob Patterson, City Attorney – PASSED 4:1 (Council Member Scott L. Smith voted no)*

The City Council will hold a public hearing to consider amendments to multiple sections of the City's development code.

Next step: Staff will update the Development Code to reflect the changes in the subdivision process, Planning Commission duties and powers, and creation of a Development Administration Board.

d. ACTION: 2024 Sewer Lining Project *General City Management Andy Spencer, City Engineer/Public Works Director*

The City Council will consider a request to approve a bid from Insituform for the installation of 2,284 feet of an 8-foot sewer liner in the area of 5100 W. and 11100 N. and 1,305 feet of an 8-foot and 140 feet of 10-foot sewer liner in the Alpine Country Club area.

This item was moved to a later City Council meeting.

e. ACTION: Building Use Policy Update *General City Management Jay Baughman, Assistant City Administrator/Community Development Director*

The City Council will discuss proposed updates to the City's Building Use Policy in order to align the policy with necessary changes in practice. The Council will take appropriate action.

This item was moved to a later City Council meeting.

5. EXPEDITED ITEMS

Items in this section are to be acted upon by City Council. These items have been brought before Council previously. The report and presentation may be abbreviated.

a. RESOLUTION: Sales Price Calculation for City Owned Land *General City Management Jay Baughman, Assistant City Administrator/Community Development Director*

The City Council will consider a resolution designating the value of orphan parcels and other City-owned land for 2024. The Council will take appropriate action.

This item was moved to a later City Council meeting.

b. EXPEDITED: Highland Elementary Safe Routes to School Project Funding *General City Management Andy Spencer, City Engineer/Public Works Director*

The City Council will consider authorizing the expenditure of funds for the Safe Routes To School grant project that the City was awarded in the Highland Elementary area. The Council will take appropriate action.

This item was moved to a later City Council meeting.

6. 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. Campaign Finance Code Update *Rob Patterson, City Attorney*

This item was moved to a later City Council meeting.

b. Legislative Updates - Mayor Kurt Ostler

Mayor Kurt Ostler mentioned that there are several land use bills at the Legislature. He encouraged Council Members to join in the ULCCT meetings each Monday at noon. There will be additional updates as more information becomes available.

7. 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