



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

TUESDAY, FEBRUARY 20, 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

6:00 PM WORK SESSION

a. Campaign Finance Code Update & OPMA Training *Rob Patterson, City Attorney*

The City Council received annual training on the Open and Public Meeting Act. The Council also discussed a potential change in the Campaign Finance Code for Highland City. The presentation included possible restrictions on who can donate to a campaign and additional reporting requirements. This item will be brought back to the Council for further discussion.

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.

There were no public comments.

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. ACTION: Approval of Meeting Minutes *General City Management*

Stephannie Cottle, City Recorder – PASSED 5:0

January 16, 2023 and January 31, 2023

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

b. ACTION: Planning Commission Appointments *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

– PASSED 4:0 (Council Member Scott L. Smith abstained)

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 and Sherry Kramer will be

appointed to Alternate Commissioner seats.

Next step: The new Planning Commissioners will take the oath of office and begin their service on the Planning Commission.

c. ORDINANCE: Contract for City Attorney/Planning and Zoning Administrator General City Management – PASSED 5:0

Erin Wells, City Administrator

The City Council will consider approving the employment contract for Rob Patterson to serve as the City Attorney and Planning and Zoning Administrator.

Next step: Rob Patterson will begin his full-time employment with Highland City as City Attorney/Planning and Zoning Administrator.

3. DISCUSSION ITEMS

Items in this section are for discussion and direction to staff only. The City Council will not take any formal action.

a. DISCUSSION: Town Center Overlay - Signage Amendment Land Use (Legislative)

Rob Patterson, City Attorney

The City Council will discuss a proposal from WPI to allow signage near the access points on 5600 West and Town Center Boulevard for uses in the Town Center Overlay that fall between the two signs.

The City Council discussed a proposed sign amendment which included placement and size of commercial signs in the Town Center Overlay. This item will be brought back to the Council for further consideration.

4. 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. Parks, Trails, and Sidewalks Snow Clearing Expectations & Ridgeview Maintenance Agreement General City Management

Andy Spencer, City Engineer/Public Works Director

Andy Spencer presented to the Council the snow removal priority plan for the City. The Council discussed staff and equipment used for snow removal as well as timing of snow removal. The Ridgeview Maintenance Agreement was also discussed in regard to snow removal. The Council directed staff that this area be considered like any other area as far as prioritization for snow removal.

b. Beautification Committee Doug Cortney, Council Member

Doug Cortney informed the Council of the past responsibilities of the Beautification Committee. Currently, the committee has no members. The Council directed Council Member Cortney to solicit members for the committee. If volunteers can be found, then the Beautification Committee may be established as a permanent committee, rather than an ad-hoc group.

c. General Plan Amendment - 4800 W Andy Spencer, City Engineer/Public Works Director

Andy Spencer reminded the Council of the upcoming neighborhood meeting to be held on February 21st to discuss the intersection at 4800 W and SR-92.

d. Upcoming Budget Meeting Dates Erin Wells, City Administrator

Erin Wells requested the following dates for budget meetings: Budget work session on April 30th, Budget Open House on May 8th, with the tentative budget presented on May 15th.

e. Legislative Updates Kurt Ostler, Mayor

Mayor Kurt Ostler reported on several bills in the legislature, including bills involving Public Safety, Housing Affordability, and Public Treasurers Investment Fund. The Council also discussed bills related to

micro-schools and third-party building inspectors.

5. 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