



HIGHLAND CITY COUNCIL BRIEF

TUESDAY, SEPTEMBER 17, 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 Doug Cortney

Pledge of Allegiance: Council Member Scott L. Smith

1. UNSCHEDULED PUBLIC APPEARANCES

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

Nate Woodbury expressed his desire to have Olympus precast concrete selected as the vendor and material for the Alpine Fence Replacement Grant Program. He presented the Council with a list of individuals who have signed in favor of this option, as well as pictures of different types of precast fence.

2. CONSENT ITEMS

Items on the consent agenda are of a routine nature. They are intended to be acted upon in one motion. Items on the consent agenda may be pulled for separate consideration.

a. **Approval of Meeting Minutes** *General City Management*

Stephannie Cottle, City Recorder – PASSED 5:0

August 20, 2024

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

b. **Approval of Meeting Minutes** *General City Management*

Stephannie Cottle, City Recorder – PASSED 5:0

September 10, 2024

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

3. ACTION ITEMS

a. **PUBLIC HEARING/ORDINANCE: Trent Smith Annexation Land Use (Legislative)**

Rob Patterson, City Attorney/Planning & Zoning Administrator – PASSED 5:0

The City Council will hold a public hearing to consider a request from Shalynn Larson, representing Trent Smith, to annex approximately 1.125 acres of property located at 7015 West 9600 North. The purpose of this item is for the Council to make a final decision whether to allow the annexation and to establish the conditions of annexation, if approved.

Next step: The approved annexation will go through the final recording and noticing process.

b. ACTION: Plat Amendment: Millhaven - Foxwood Estates Lots 13-16 Land Use (Administrative)
Rob Patterson, City Attorney/Planning & Zoning Administrator – PASSED 5:0

The City Council will consider a request from Millhaven Development to amend the Foxwood Estates subdivision to reconfigure four lots into three larger lots.

Next step: Staff will work with Millhaven Development through the design and engineering process of the plat amendment.

c. ACTION: Alpine Highway Fence - Program Terms and Fence Material General City Management

Erin Wells, City Administrator, Rob Patterson, City Attorney/Planning & Zoning Administrator – PASSED 4:1 (Council Member Doug Cortney voted no)

The City Council will consider modifying the approved Alpine Highway Fence Reimbursement Program and selecting a fence material.

Next step: Staff will prepare an agreement for residents who desire to participate in the Alpine Highway Fence Grant Program. The grant program will be available for 3 years; \$80,000/year; residents will be reimbursed for \$50/linear foot; residents must use Olympus Precast Concrete (Ashlar Sandstone); residents are responsible for all repairs to public and private property.

d. ACTION: Naming of the New Park General City Management

Erin Wells, City Administrator – PASSED 5:0

The City Council will consider and decide on what name to select for the new park located at the corner of 5600 West 10400 North.

Next step: Staff will install signage at the park to indicate the park's new name, "Highland Family Park"

e. ACTION: Contract Authorization with DLS Consulting, Inc. General City Management

Erin Wells, City Administrator – PASSED 3:2 (Council Members Brittney P. Bills and Kim Rodela voted no)

The City Council will consider a contract with DLS Consulting, Inc. for consultant services focused on grant and legislative support for a one (1) year term.

Next step: Staff will work with DLS Consulting, Inc. to finalize the contract and provide direction for next year's focus for grant money.

4. DISCUSSION ITEMS

Items in this section are for discussion and direction to staff only. No final action will be taken.

a. Resident Survey General City Management

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will review and give feedback on the draft questions to be asked in the 2024 Resident Survey.

Jay Baughman requested feedback on the questions to be asked in the 2024 Resident Survey, including questions related to land use, general plan, city staff, and city services.

5. COMMUNICATION ITEMS

Communication items are informational only. No final action will be taken.

a. Central School District *Erin Wells, City Administrator*

Erin Wells gave a brief update on the proposed Central School District. The Council directed staff to print the entire Voter Information Pamphlet and mail to all Highland City voters. The Council was also reminded about

the Political Activities of Public Entities Act which prohibits city officials from using city funds or time to influence political activities.

b. 6000 West Sidewalk Agreement *Rob Patterson, City Attorney/Planning & Zoning Administrator*
Rob Patterson presented an agreement between Highland City and Chris Howden, developer of Williams View Subdivision. The agreement relates to the installation of a sidewalk along 6000 W. This item will be brought back to the Council for further consideration.

c. Finance Report *David Mortensen, Finance Director*
David Mortensen provided an overview of the finance report for FY2024. He included revenues and expenses for each fund, and discussed the possibility of slight corrections after the audit is complete.

d. Community Development Update *Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*
Jay Baughman reported that on Wednesday, September 18th at 5:30 pm is the first community visioning open house for the general plan update. The Youth Council will be assisting with this event and have been preparing so they can talk to the public about issues such as transportation, parks, and trails.
Rob Patterson stated that he is working on updating a land use authority table. This table explains who recommends and who approves different types of land use applications. This item will be brought to the Planning Commission, and then to the City Council for their approval.

6. CLOSED MEETING

The City Council may recess to convene in a closed meeting to discuss items, as provided by Utah Code Annotated §52-4-205.

There was no closed meeting.