



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

TUESDAY, FEBRUARY 18, 2025

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@highlandut.gov

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.

Jenney Rees introduced herself as the new Outreach Advisor for Senator Curtis.

Wesley Warren expressed thanks to Lone Peak Police Department for providing a police escort for the swim team back to the high school after a swim meet. He stated that this type of service builds relationships with the younger population.

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

January 23, 2025 (Budget Retreat)

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

b. Planning Commission Appointments *General City Management*

Kurt Ostler, Mayor, Jay Baughman, Assistant City Administrator/Community Development Director – PASSED 5:0

The City Council will consider the Mayor's request to ratify the reappointment of Christopher Howden and Debra Maughan as Planning Commissioners. Wesley Warren and Sherry Kramer will be reappointed to Alternate Commissioner seats.

Next step: The reappointed Commissioners will continue to serve on the Planning Commission.

3. ACTION ITEMS

a. RESOLUTION: Resolution Establishing a Speed Limit For a Portion of Canal Boulevard/Madison Avenue *General City Management – CONTINUED 5:0*

Erin Wells, City Administrator, Chris Trusty, City Engineer/Public Works Director

The City Council will consider whether to pass a resolution reducing the speed limit on Canal Boulevard from 6000 West to 6800 West from 30 to 25 mph.

Next step: Staff will gather data from all east-west collector roads and bring this item back to Council for further consideration.

b. ACTION: Fire Station Driveway Reconstruction Bid Award *General City Management*

Chris Trusty, City Engineer/Public Works Director – PASSED 5:0

The City Council will consider a bid award for the reconstruction of the fire station parking lot to Concrete Concrete.

Next step: Staff will work with Concrete Concrete to complete the reconstruction of the fire station parking lot.

c. ACTION: Council Meeting Time and Structure *General City Management Rob Patterson, City Attorney/Planning & Zoning Administrator – PASSED 5:0*

The City Council will consider amending its 2025 meeting schedule to establish a 6:00 pm meeting start time and giving direction to staff on any other meeting structure changes that the Council would like implemented.

Next step: Starting May, 2025 City Council meetings will begin at 6:00 pm.

4. 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. ACTION: Farmers Market Contract Approval *General City Management Rob Patterson, City Attorney/Planning & Zoning Administrator – PASSED 5:0*

The City Council will consider entering into an agreement with Good4Life Markets, LLC, to operate a farmers' market at Heritage Park in 2025.

Next step: Staff will work with Good4Life Markets, LLC to implement the farmers' market for 2025.

b. ACTION: 2025 Central Utah Water Conservancy District Assessment *General City Management Chris Trusty, City Engineer/Public Works Director – PASSED 5:0*

The City Council will consider approving payment for the City's annual assessments for the Central Utah Water Conservancy District.

Next step: Staff will pay the City's annual assessments to Central Utah Water Conservancy District.

5. DISCUSSION ITEMS

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

a. City Committees *General City Management*

Municipal Code Update (Legislative)

Development Code Update (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will discuss current issues with the organization and regulatory structure of current City committees.

Rob Patterson, City Attorney/Planning & Zoning Administrator, led a discussion about various City committees, how each committee functions and suggested changes to comply with the Open and Public Meetings Act and to ensure that each committee is fiscally responsible. This item will be brought back for further consideration.

6. COMMUNICATION ITEMS

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

a. Golf Cart Ordinance Research *Ron Campbell, Council Member, Brian Gwilliam, Police Chief*

Brian Gwilliam, Police Chief, reported on findings from cities who have golf cart ordinances and made recommendations should Highland decide to adopt a golf cart ordinance. Council Member Ron Campbell requested that data be gathered from surrounding cities as to why they have not adopted a golf cart ordinance. This item will be brought back for further consideration.

b. Purchasing Policy *David Mortensen, Finance Director, Erin Wells, City Administrator*

David Mortensen, Finance Director, reviewed the current purchasing policy and asked for feedback from the Council regarding increasing the purchasing limits and which items should come to Council for their approval. The Council requested that these items be placed on the consent agenda.

c. Community Development Update *Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*

Rob Patterson, City Attorney/Planning & Zoning Administrator, showed the Council how to look up current development projects on the City website. He reviewed projects currently under review and spoke about a Land Use Table that will be updated in the Development Code. Jay Baughman, Assistant City Administrator/Community Development Director, discussed the General Plan Update process. The Council agreed to have Landmark representatives in person at those meetings.

d. Legislative Update *Kurt Ostler, Mayor, Ron Campbell, Council Member, Kim Rodela, Council Member*

Mayor Kurt Ostler led a discussion regarding upcoming legislation that may affect Highland City, such as housing affordability, public safety, gravel pit expansion, attorney/client privilege, government immunity, transportation and public safety fees, elections, and the wildland bill.

e. School District Update *Kurt Ostler, Mayor*

Mayor Kurt Ostler reviewed the school district bill, including employee protections, reimbursements of study costs, school board transition timing, bond obligations, contract flexibility, and legal concerns. Council Member Brittney P. Bills stated that the redistricting committee is trying to keep the boundaries within each city's limits. A possible name for the school district is Alpine Peaks.

7. 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.

ADJOURNMENT