



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

TUESDAY, MARCH 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@highlandcity.org

5:30 PM WORK SESSION - FY2026 Budget

David Mortensen, Finance Director, and Erin Wells, City Administrator, reviewed the preliminary budget, including an overview of projected revenues and expenditures in each fund. The Council and Staff discussed upcoming projects which the Council had previously prioritized and requested to be added to the budget. The work session concluded with a discussion about Library funding and public safety.

7:00 PM REGULAR SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Council Member Ron Campbell

Pledge of Allegiance: Council Member Doug Cortney

1. UNSCHEDULED PUBLIC APPEARANCES

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

Kevin Pace shared his concerns regarding traffic in his neighborhood and requested that the Council take a holistic approach to roads and traffic calming.

2. PRESENTATIONS

a. Legislative Update by Utah House Representative Kristen Chevrier

Utah House Representative Kristen Chevrier will provide a review of the 2025 Legislative session focusing on recently passed legislation which affects Highland City.

Representative Chevrier reported on several bills that were discussed this legislative session, some of which including government fees modifications, regulations on data collected by automatic license plate readers, school district modifications, data privacy, and the wildfire bill.

b. North Utah County Water Coordinator Report

Ernie John, North Utah County Water Coordinator, will present information related to current and upcoming water-related projects as well as water projections for this year.

This presentation will be brought back at a future meeting.

c. Staff Anniversary and Certifications Recognition

Jess Andra, Human Resource Generalist, will recognize Highland City employees who have reached work anniversaries or achieved certifications.

Jess Andra, Human Resource Generalist, presented a list of employees who have reached work anniversaries and/or have received certifications related to their work.

3. 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
February 18, 2025

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

4. ACTION ITEMS

- a. **Timpanogos Library Consortium Interlocal Agreement General City Management**
Rob Patterson, City Attorney/Planning & Zoning Administrator, Donna Cardon, Library Director
The City Council will consider approving an interlocal agreement with American Fork and Pleasant Grove cities to establish the Timpanogos Library Consortium. - **CONTINUED 5:0**

Next step: Staff will continue to work with American Fork and Pleasant Grove to finalize the interlocal agreement. This item will be brought back for further consideration.

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. **ACTION: Fee Schedule Update - Library Fees General City Management David Mortensen, Finance Director, Donna Cardon, Library Director PASSED 5:0**
The City Council will consider changing the city Fee Schedule to eliminate library overdue fines and increase the non-resident fee.

Next step: Staff will update the fee schedule to show the approved changes which will be effective April 7, 2025.

6. COMMUNICATION ITEMS

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

- a. **Library Fund Follow-up Donna Cardon, Library Director**
Donna Cardon, Library Director, presented different scenarios for long-term funding of the library and suggested various revenue increases to support programming, materials, and staff.
- b. **Quarterly Finance Report David Mortensen, Finance Director**
David Mortensen, Finance Director, gave a brief report on each of the funds, showing the revenues and expenditures as of December 31, 2024.
- c. **East West Collector Road Data Follow-up Chris Trusty, City Engineer/Public Works Director**
Chris Trusty, City Engineer/Public Works Director, provided data related to speeds on the east west collector roads. The Council requested that traffic counts also be provided. This item will be brought back for further discussion.
- d. **Community Development Updates Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator**
Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator informed the Council that they are working on Ridgeview Plat M. They reminded the Council that the next General Plan meeting will be on the transportation element and invited them to visit key roads prior to the meeting.

e. School District Updates *Kurt Ostler, Mayor*

Mayor Kurt Ostler provided a high-level overview of legislation that affects the school district creation and provided potential names of the new school district.

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.

ADJOURNMENT