



HIGHLAND CITY COUNCIL BRIEF

TUESDAY, SEPTEMBER 2, 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

6:00 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.

Ryan Best stated that he is the owner of Gold Silvery Crypto and his business is not a pawn shop. Mayor Ostler informed the resident that he would be allowed to speak during the item on the agenda.

Karen Liu, new Library Director, introduced herself. She has worked in the library system for over 18 years. She has experience in public, academic, and state libraries. She looks forward to continuing to make the library a welcoming space.

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

July 8, 2025 City Council/Planning Commission General Plan Meeting

Next step: Staff will take these minutes to the Planning Commission for their approval.

3. ACTION ITEMS

a. PUBLIC HEARING/ACTION: Business Use Consideration - Gold Silver Crypto Land Use (Administrative)

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

The City Council will consider a request from Ryan Best of STBL, LLC, dba Gold Silver Crypto, to authorize the precious metals dealing (buying and selling of gold, silver, and precious metals) as a new permitted use within the Ridgeview Planned Development zone. The Council has not previously considered approving a business use in the City for precious metal dealers.

Next step: Businesses involving precious metal sales and purchases will be allowed within the Ridgeview Planned Development if there are no retail showcases or displays.

b. PUBLIC HEARING/ORDINANCE: Fence Code - Fences Near Trails and Open Space *Land Use (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator - PASSED 3:2 (Council Members Doug Cortney & Scott L. Smith voted no)

The City Council will consider a proposed amendment to the fence code related to privacy fencing near open space and trails.

Next step: The Development Code will remain the same with no changes in the fence code.

c. ACTION: Highland Town Plaza Lot 3 Site Plan and Architecture Review *Land Use (Administrative)*

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

The City Council will review and make a decision regarding a proposed site plan and building architecture for a commercial building in the Town Center Commercial District.

Next step: Staff will work with Highland Town Plaza through the design and engineering process for Lot 3.

d. RESOLUTION: Highland City Investment Policy *General City Management*

David Mortensen, Finance Director - PASSED 5:0

The City Council will consider adoption of the Highland City investment policy.

Next step: The Highland City Investment Policy will become the guiding document for investing Highland City funds.

e. RESOLUTION: Agreement with Meeder Public Funds *General City Management David Mortensen, Finance Director - PASSED 4:1 (Council Member Scott L. Smith voted no)*

The City Council will consider an agreement with Meeder Public Funds for the management of a \$15 million investment portfolio along with the opening of a US Bank custody account.

Next step: Staff will work with Meeder Public Funds and US Bank to start an investment account.

f. ACTION: Baseball Field Use Policy and Rental Fees *General City Management Jay Baughman, Assistant City Administrator/Community Development Director, Kim Rodela, Council Member - PASSED 5:0*

The City Council will consider the proposed Highland City Baseball Field Rental Fee Structure and Use Policy.

Next step: The approved Baseball Field Rental Use Policy will be the guiding document for baseball field rentals in Highland City. The Highland City fee schedule will be updated to reflect the new fees for baseball field rentals.

4. DISCUSSION ITEMS

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

a. Daycares, In-home Instruction, Home Based Businesses, and Residential Zones *Land Use (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator, Kurt Ostler, Mayor

The City Council will consider current regulations related to home occupations as they relate to in-home instruction and daycares.

Rob Patterson, City Attorney/Planning & Zoning Administrator, Kurt Ostler, Mayor led a discussion with the City Council regarding allowing home-based businesses in all residential zones including the PD zone. This item will be brought back for further consideration.

5. COMMUNICATION ITEMS

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

a. **Election Update** *Stephannie Cottle, City Recorder*

Stephannie Cottle, City Recorder, stated that the write-in deadline has passed and there were no individuals who opted to write-in. Ms. Cottle reminded the candidates that their candidate bios for the State Voter Information website are due on September 5th, and those candidates who did not advance to the General Election have a campaign finance disclosure due on September 11th.

b. **Community Development Update** [**\(Current Projects List\)**](#) *Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*

Erin Wells, City Administrator, communicated to the Council that the General Plan update will be ready to be presented to the Planning Commission and City Council in September, with the goal to have the City Council adopt in December. The Highland Blvd roundabout was approved, and they would like to have that project completed prior to winter weather.

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.

ADJOURNMENT