



HIGHLAND CITY COUNCIL BRIEF

TUESDAY, SEPTEMBER 16, 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 Brittney P. Bills

Pledge of Allegiance: Mayor Kurt Ostler

1. UNSCHEDULED PUBLIC APPEARANCES

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

Leslie Nielsen expressed her concerns about a rezone in the area by the current Highland Mains project, as well as frustrations about public hearing noticing.

Wes Warren clarified that the map and rezone that Ms. Nielsen was referring to was presented in a General Plan meeting. The map included an error. Mr. Warren encouraged Ms. Nielsen and all residents to sign up to receive text notifications from Highland City.

Joseph Higbee requested that the Council consider the 11200 North connection at the same time as discussions of Town Center.

2. PRESENTATIONS

a. Constitution Week Proclamation Kurt Ostler, Mayor

The Mayor will present to the City Council a proclamation designating September 17-September 23, 2025 as Constitution Week.

Gale Keeler and Lori Volmar, with the Daughters of the American Revolution read a statement regarding the US Constitution. Following their presentation, Mayor Kurt Ostler signed the Constitution Week Proclamation declaring September 17 – 23, 2025 as Constitution Week.

b. Highland Fling Cristina Medina, Civic Events Coordinator

Cristina Medina, Civic Events Coordinator, will present a brief review of the 2025 Highland Fling. *This item will be presented at a future meeting.*

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**

July 15, 2025

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

b. Approval of Meeting Minutes General City Management

Stephannie Cottle, City Recorder - **PASSED 5:0**

August 26, 2025

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

c. Approval or Ratification of Large Purchases General City Management

David Mortensen, Finance Director - **PASSED 5:0**

The City Council will consider and review large purchases made by the City during August 2025.

Next step: Staff recognizes the Council approval of the purchases.

d. CDBG Contract Amendment General City Management

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

The City Council will consider approving slightly amending the previously approved contract with Utah County regarding Highland City's participation in the CDBG program.

Next step: Highland City will participate in the CDBG Grant Program through Utah County.

e. Planning Commission Appointment General City Management

Kurt Ostler, Mayor - **PASSED 5:0**

The City Council will consider the Mayor's request to ratify the appointment of Sherry Kramer as a Planning Commissioner.

Next step: Sherry Kramer will fill the vacant seat on the Planning Commission.

4. ACTION ITEMS

a. ACTION: 11200 North Connection and General Plan Classification General City Management

General Plan Amendment (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator, Chris Trusty, City Engineer/Public Works Director - **PASSED 3:2 (Council Members Brittney P. Bills and Kim Rodela voted no)**

The City Council will consider connectivity and road classification options for 11200 North.

Next step: Staff will remove 11200 N connection area from the Transportation Master Plan, vacate the right-of-way, and work through design plans including landscaping.

b. ACTION: Interlocal Agreement with Utah County - 4800 West Project General City Management

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

The City Council will consider approving an interlocal agreement between Utah County and Highland City to fund improvements to 4800 West through Highland and Alpine.

Next step: Staff will work with Utah County to acquire funding for the improvements to 4800 West.

c. ACTION: Interlocal Agreement with Alpine - 4800 West MAG Project Management General City Management

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

The City Council will consider approving an interlocal agreement between Highland City and Alpine City outlining the individual responsibilities of both cities related to the improvements on 4800 West through Highland and Alpine.

Next step: Staff will work with Alpine City through the design and implementation of the improvements to 4800 West.

5. COMMUNICATION ITEMS

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

a. Review of the City's Bonds and Payment Sources *David Mortensen, Finance Director*

David Mortensen, Finance Director, provided an update on the status of the two remaining bonds. The Parks bond will be paid in September 2027, and the Building Bond will be paid in September 2026. There was also a discussion about the need to update the Impact Fee Facilities Plan (IFFP).

b. Grass Field Rental Policy *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

Jay Baughman, Assistant City Administrator/Community Development Director, presented city parks broken down into three categories based on availability of parking and restrooms. Community Field 1 category will be available to reserve for games and practices. Community Field 2 and Neighborhood parks will be available for practices only. The fee schedule will be updated in association with this policy. This item will be brought back to the Council for further consideration.

c. Business Licensing - Renting Parts of Private Property in Residential Zones *Rob Patterson, City Attorney/Planning & Zoning Administrator*

Rob Patterson, City Attorney/Planning & Zoning Administrator, discussed the possibility of allowing residents to rent part of their property for businesses, specifically swimming pools for lessons or renting pools through Swimply. This item will be brought back to the Council for further consideration.

d. Elections Update *Stephannie Cottle, City Recorder*

Stephannie Cottle, City Recorder, reviewed upcoming election dates including the Candidate Debate which will be held on Thursday, October 9th at 6:00 pm at City Hall.

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

This item was not discussed.

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