



**HIGHLAND CITY**

# **HIGHLAND CITY COUNCIL AGENDA**

**TUESDAY, JUNE 2, 2026**

Highland City Council Chambers, 5400 West Civic Center Drive, Highland, Utah 84003

**AMENDED**

## **VIRTUAL PARTICIPATION**



YouTube Live: <http://bit.ly/HC-youtube>



Email comments prior to meeting: [council@highlandut.gov](mailto:council@highlandut.gov)

## **6:00 PM REGULAR SESSION**

Call to Order: Mayor Brittney P. Bills

Invocation: Council Member Liz Rice

Pledge of Allegiance: Council Member Kim Rodela

Respect Statement: Mayor Brittney P. Bills

### **1. UNSCHEDULED PUBLIC APPEARANCES**

Anyone may share information with the City Council. If your comments require a response, staff or an Elected Official will contact you. Please limit your comments to three minutes per person. Please state your name.

### **2. PRESENTATIONS**

Items in this section are formal presentations by invited organizations or individuals. If further discussion is needed, it will be brought to the City Council on a future agenda.

#### **a. Mountainland Association of Governments Overview**

LaNiece Davenport, MPO Director, will give a brief presentation regarding Mountainland Association of Governments.

#### **b. New Employee Introduction**

Erin Wells, City Administrator, will introduce new employees to the City Council.

### **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*

May 5, 2026

#### **b. Ratification of Large Purchases *General City Management***

*David Mortensen, Finance Director*

The City Council will consider ratifying large purchases made in April 2026.

#### **c. Close Out and Dissolve Open Space Special Service District *General City Management***

*Rob Patterson, City Attorney/Planning & Zoning Administrator*

The City Council will consider adopting a resolution dissolving the Highland City Open Space Special Service District.

#### 4. ACTION ITEMS

Items in this section are to be acted upon individually by the City Council. A report will be given on these items.

- a. **PUBLIC HEARING/ORDINANCE: Setbacks for Covered Patios and Decks Development Code Update (Legislative)**  
*Rob Patterson, City Attorney/Planning & Zoning Administrator*  
The City Council will hold a public hearing to consider amending the Development Code to treat attached decks and covered patios as accessory structures in limited circumstances.
- b. **PUBLIC HEARING/ORDINANCE: Highland Mains Signage - Development Agreement Amendment Land Use (Legislative)**  
*Rob Patterson, City Attorney/Planning & Zoning Administrator*  
The City Council will hold a public hearing to consider a proposed amendment to the legislative development agreement for Highland Mains related to signage.
- c. **PUBLIC HEARING/ORDINANCE: Amendments to Process for Approving New Business Use Development Code Update (Legislative)**  
*Rob Patterson, City Attorney/Planning & Zoning Administrator*  
The City Council will hold a public hearing to consider amendments to the process by which a new business use may be permitted within a zone.
- d. **PUBLIC HEARING/ORDINANCE: Planning Commission Requirements Amendments Development Code Update (Legislative)**  
*Rob Patterson, City Attorney/Planning & Zoning Administrator*  
The City Council will hold a public hearing to consider amendments to the regulations and requirements that govern the Planning Commission to conform to new state law.

#### 5. EXPEDITED ITEMS

Items in this section are to be acted upon individually by the City Council. These items have previously been discussed by the Council. No report will be given.

- a. **ACTION: City Contribution for Twin Bridges Entrance General City Management**  
*Chris Trusty, City Engineer/Public Works Director*  
The City Council will consider approving a budget adjustment to fund up to \$27,000 to cover the shortfall in donations to reconstruct the bridge on Beacon Hills Drive at the entrance to the Twin Bridges subdivision.
- b. **RESOLUTION: Cemetery Perpetual Care Fund - Update to Governing Resolution General City Management**  
*Jay Baughman, Assistant City Administrator/Community Development Director*  
*Stephannie Cottle, City Recorder*  
The City Council will consider revising resolution R-2017-32, which established the Cemetery Perpetual Care Fund.
- c. **RESOLUTION: Annual Firework Restrictions Map & Open Burn Ban General City Management**  
*Brian Patten, Fire Chief*  
*Erin Wells, City Administrator*  
City Council will consider reaffirming the areas restricted from fireworks in the City and the associated resolution.

## 6. DISCUSSION ITEMS

Items in this section are for discussion, and include supplementary information in the packet. No final action will be taken.

**a. Updates to the Draft Interim Budget for FY 2026-2027 General City Management**

*Erin Wells, City Administrator*

Staff will report to the City Council on the changes made to the draft interim budget since the Council approved the Tentative Budget on May 5, 2026 and seek input from the Council.

## 7. COMMUNICATION ITEMS

Items in this section are for notification and update. No final action will be taken.

**a. Trail Plans in Canterbury & Foxwood Subdivision**

*Ron Campbell, Council Member*

*Liz Rice, Council Member*

*Kim Rodela, Council Member*

**b. Work Order Process**

*Gretchen Homer, Public Works Executive Assistant*

**c. Highland Family Park Baseball Field Discussion**

*Erin Wells, City Administrator*

**d. Community Development Update (Current Projects)**

*Jay Baughman, Assistant City Administrator/Community Development Director*

*Rob Patterson, City Attorney/Planning & Zoning Administrator*

## 8. 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

In accordance with Americans with Disabilities Act, Highland City will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at (801) 772-4505 at least three days in advance of the meeting.

## ELECTRONIC PARTICIPATION

Members of the City Council may participate electronically during this meeting.

## CERTIFICATE OF POSTING

I, Stephanie B. Cottle, the duly appointed City Recorder, certify that the foregoing agenda was posted at the principal office of the public body, on the Utah State website (<http://pmn.utah.gov>), and on Highland City's website ([www.highlandut.gov](http://www.highlandut.gov)).

Please note the order of agenda items are subject to change in order to accommodate the needs of the City Council, staff and the public.

Posted and dated this agenda on the 1st day of June, 2026.

Stephanie B. Cottle, CMC|UCC, City Recorder

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS.