HIGHLAND CITY COUNCIL MINUTES

Tuesday, August 17, 2021

Approved September 21, 2021

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

VIRTUAL PARTICIPATION

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

Zoom: Call 1-346-248-7799 Meeting ID: 869 3853 9139

Email comments prior to meeting: Council@highlandcity.org

7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann
Invocation – Council Member Kurt Ostler
Pledge of Allegiance – Council Member Scott L. Smith

The meeting was called to order by Mayor Rod Mann as a regular session at 7:11 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Council Member Kurt Ostler and those in attendance were led in the Pledge of Allegiance by Council Member Scott L. Smith.

PRESIDING:	Mayor Rod Mann
COUNCIL MEMBERS PRESENT:	Timothy A. Ball, Brittney P. Bills, Kurt Ostler, Kim Rodela, Scott L. Smith
CITYSTAFF PRESENT:	City Administrator/Community Development Director Nathan Crane, Assistant City Administrator Erin Wells, City Engineer Andy Spencer, Planner & GIS Analyst Kellie Bronson, City Attorney Rob Patterson, City Recorder Stephannie Cottle, Finance Director Tyler Bahr, Police Chief Brian Gwilliam, Fire Chief Brian Patten
OTHERS PRESENT:	Scott Hart, Craig Shields, Lisa Bartholomew, Jesse Myrick, Matthew Lambert, Wesley Warren, Kristalee Cook, Kerry Bradshaw, Becca Summers, Cindy Larsen, Kevin Larsen, Seth Larsen, Dave Hall, Rob Wheeler, Rich Henderson, Lori Ross, Bob Ross, Sarah Petersen, Suzanne Worthington, Kristina Magleby, Ed Gifford, Andrew Patterson, Cougar Bartholomew, Porter Rockwell, Julie Rockwell, James Rasmussen, Becky Rasmussen, Taryn Jones, Jerry Abbott, Colby Gibson, Sarah Larsen, Danielle Bement, Sara Sandberg-Pletch

Council Member Kurt Ostler MOVED to adjust the order of agenda items and move the communications item "Run Club" to before the consent item. Council Member Scott L. Smith SECONDED the motion. All voted in favor.

1. UNSCHEDULED PUBLIC APPEARANCES

Mayor Mann opened unscheduled public appearances and requested those in attendance state their name and limit comments to three minutes per person.

Mr. Ed Gifford began by praising Highland. In his 21 years living in Highland, he noted City staff and volunteers have consistently tried to do their best for its citizens. He noted he had served on the Highland Water Advisory Board for roughly 14 years. He expressed concerns on the current condition of the east side of 6800 West Street from 9450 North to 9550 North. He felt that section of the street would not survive a hard winter and noted safety issues stemming from traffic in the north bound lane. Mr. Gifford recalled he had spoken to City Engineer Todd Trane two years ago about these concerns. Mr. Gifford recalled Mr. Trane said they have a MAG project to rebuild the road in question in 2020 and will subsequently maintain it as is and fix the potholes as needed. Mr. Gifford followed up with Mr. Trane this time last year for a status report to which he was told right-of-way purchases were taking longer than expected. Mr. Gifford then noted that he tried to contact Mr. Trane once again about a month ago and was met with no response. Eventually, according to Mr. Gifford, City Administrator/Community Development Director Nathan Crane got back to him and reported that Mr. Trane no longer worked for the City and there would be no construction this year. Mr. Gifford then emailed Mayor Mann and copied Nathan into the email. He noted Mayor Mann addressed the right-of-way issue but did not follow up on the maintenance status. Mr. Gifford then asked City Administrator/Community Development Director Nathan Crane to meet him and address the concerned section. City Administrator/Community Development Director Nathan Crane responded the same way Mr. Trane had initially; they will maintain it as is and fix potholes as needed. Mr. Gifford asked for the following three things:

1. To walk the section of roadway with their professional staff knowledgeable about street maintenance and consult their opinion on the road's safety and durability.
2. To drive the northbound lane next to the curb to determine its drivability, and observe how most traffic moves to the west to miss the multitude of pothole repairs because of its rough condition.
3. Ensure that the MAG 6800 West project will be constructed in 2022.

Mr. Craig Shields thanked the Council for their service, and expressed concerns over some road construction right adjacent to City property. He noted he had already spoken to Dr. Smith on the issue. He noted Dr. Smith had met with HOA on the issue and previously expressed concerns, but he did not know if anything was being done to resolve the issue. He stressed that the look and feel of the property hasn't changed. Mr. Shields noted he would appreciate anything that could be done to help the condition of the area.

Jesse Myrick and his daughter Eleanor noted the live close to Canterbury Park and wanted to advocate for Run Club. They spoke on their summer mornings and how their daughter wakes up and walks to the park and for 30 minutes runs laps. In doing this, they get popsicles and get to run with friends and neighbors. He stated that this is what community parks are for.

Council Member Timothy A. Ball arrived at 7:21 pm.

Ms. Becky Rasmussen and her son, James, noted they have been residents of Highland for ten years and had purchased an older home with lower curb appeal. She noted that the first time her daughter was in a carpool, she was made fun of for the appearance of their house. She stressed that in their time in town, they've seen the classist attitudes alongside the suicide rates rise at the high school. She noted how embarrassed and ostracized her daughters felt by both the parents and kids in the community leading to their decision to place their daughters in a different high school (PGHS). She noted they weren't initially accepted on the volleyball team despite being athletic. They later accepted scholarships at D1 schools which was a huge battle. She emphasized that her child James has deeply benefited from the Run Club given the community, friendship, and motivation found in the club. She noted he found such a great relationship with the Run Club he didn't want to go on their family vacation to Italy. Ms. Rasmussen stressed that the lack of fees and freedom of assembly was a great benefit, and as long as they pay taxes, they do not want to see the Run Club disbanded even if some neighbors complain of inconveniences.

Ms. Julie Rockwell thanked the Council for adding this point on the agenda. She asked for clarification on special events permits for Run Club. She noted that she has researched the issue and hasn't found any rule violations. She asked the Council to weigh their options for public gathering permits and stressed the need for the body to fact check their information. Additionally, Ms. Rockwell asked the Council to check Run Club out for themselves so they can see what is happening firsthand.

Ms. Sarah Larsen noted she is not a part of Run Club but has watched them grow over the years. She enjoyed seeing how inclusive they are and stressed how beautiful she felt they were for the ways they help bring the community together to tackle mental and physical issues. She felt the issues people are having are workable, and the benefits outweigh the costs so this group can continue to thrive in the community.

Cindy Larsen spoke about her experience living in Highland Hills. She was recently issued a warning from the Animal Control Officer, Tamara Shadoan, for having her dog unleashed off of her property. She noted she could be fined one hundred dollars should this continue. Ms. Larsen also noted that this warning included questions about her name, address, rabies tag, vet, and more. Ms. Larsen asked if there had been a complaint. Ms. Shadoan said it was her job to address any breaking of this rule and there had been no complaints. The woman then told her that she needed to go to a City Council meeting to get this issue resolved. Ms. Larsen then asked the Council to work on these rules which gave this woman the license to send her this warning as she felt it was overstepping.

Danielle Bement spoke on behalf of Run Club. She noted out of her ten children, five of them go to Run Club and love it. She went through how much she and her children run both individually and together. She then pointed out things she loves about Run Club including the fact it is free, it's health oriented, and her children are building better habits. She noted they are careful with how they drive around the area and addressed concerns with the garbage Run Club produces. She noted she has asked around and no one in the neighborhood she asked has an issue with what Run Club does. She stressed that Highland needs to realize that Run Club makes them unique.

Kristalee Cook talked about how much she loves Run Club. She noted she didn't know where these complaints were coming from as she lives on a public street that was built for the purpose of gathering and unifying the community. She felt Run Club is fulfilling its purpose, and she rarely sees messes from them.

Matt Lambert, whose wife started Run Club, spoke on her behalf. He stressed that this is the most centrally located park and Run Club is free of charge because his wife personally finances it. She receives some donations. He noted Highland City does not offer any kind of athletic opportunities and most have to go to other cities for these programs. He noted they started the club with the goal of 25 kids though this last year, they made it to 320. They moved the club off their block and to Canterbury. He pointed out they bring garbage bags and leave things cleaner when they leave. Mr. Lambert recognized that there are some who have told him they cannot continue going to Run Club if they move locations. He stressed that they cannot move it, and on the website, there are no rules limiting use of property.

Mr. Richard Henderson spoke and expressed concerns about Run Club. He noted he could see where they were coming from, but parking has been an issue. He acknowledged that these kids need a place to run and thought it was a cool idea. With that said, he noted issues of traffic (contributed to by Pickleball as well), requiring those nearby to do more park upkeep, and noise which interferes with him working at home. If Run Club is to continue, he requested that something be done about parking accommodations. He suggested parking at the church across the street. He also said this is a general concern among the neighborhood and gave another suggestion in which they limit days and times people can gather.

Lori Ross stressed that she watched the club grow and has worked around parking issues. They stressed that the community is great and brought up a letter to Erin which they wanted to share with the Council. She asked the Council to see the importance of this club in the community and see who it benefits most.

Sara Sandberg-Pletch emphasized that she and her children have been truly blessed by Run Club programs as they cheer each other on and celebrate each child. She stressed that Jen Lambert makes every child feel loved and pushes them with energy and optimism. She acknowledged the complaints that have come in and the relocation. Ms. Sandberg-Pletch noted they do not cross into anyone's private property and they keep things clean. Moreover, she noted that the club has facilitated charity drives. She stressed that the Run Club needs to stay where it is.

Dave Hall felt there is a false narrative that some are anti-running club while others are pro. He stressed everyone is a pro-running club and acknowledged the great job Jen has done for the community. Mr. Hall then went on to describe the reasons he chose to live in Highland and emphasized the reasons he chose to build his house in Canterbury Park Circle. He valued the low density, good neighbors, and privacy. He went on to describe similar problems and small disruptions that other local sports have faced including football, tennis, basketball, and soccer. He felt it began as a good idea and has overgrown. Moreover, he noted that the noise produced makes it difficult for him to work at home. He stressed that the club was ten times the size of the City football league who were asked to leave as well. He reiterated earlier concerns about parking, traffic, and volume, and noted that the club is too large and has outgrown the neighborhood.

Taryn Jones said she has been with Jen Lambert since the beginning. She stressed that they encourage people to pick up trash after themselves and park at the church. She also noted that not all the parking problems stem from them. Moreover, Ms. Jones stressed that they take care of the park and one another and not everyone shows up every day which means they do not always produce high density traffic. She ended by stressing that everyone loves having it where it is.

Susanne Worthington noted that Jen is aware of parking concerns and has been very diligent about letting them know where to park. Ms. Worthington stressed that moving the club would preclude many children that she started the club for, as other locations are too far away. Ms. Worthington also echoed earlier comments about trash pick-up and desire to keep the park clean.

Becca Summers felt moving the club would be detrimental. She also stressed that they are meeting in a public place and the neighbors do not have a monopoly on it.

2. PRESENTATIONS

a. Youth City Council

A Youth City Council representative will give a presentation of Youth City Council events, specifically their participation in the Highland Fling.

Camilla Bradshaw spoke on behalf of the Youth City Council. She praised the block party, parade, and kids crafts while noting that they postponed the chalk party. She went on to also praise the Kid Zone (for scavenger hunt and Irish dancers), Highland Scottish games, and fireworks. She gave a special thanks to the City Council, Mayor, and Corrine who helped achieve these successes. Mr. Ryan Bartholomew spoke about the midweek activities including the horseshoe tournament, baby show, and disc golf. Mayor Mann added that he would give Corrine a gold star. Councilmember Kim Rodela also gave praise to the aforementioned events, calling it the best it has ever been, and specifically praised all of the Youth Council and Corrine. Council Member Kurt Ostler agreed and praised the organizing of events and the efforts to get citizens to sign up and turn out. Councilmember Scott L. Smith also noted how impressed he was. Councilmember Timothy Ball echoed this praise and Councilmember Brittany Bills added that the art show was also great.

COMMUNICATIONS ITEM

a. Run Club – *Mayor Rod Mann & Council Member Kim Rodela*

Assistant City Administrator Erin Wells echoed what has already been said about Run Club, but stressed that she must implement the policy that Council has given them. She noted she had asked Jen to move to a different park due to the policy that is currently in place, though said policy is at the discretion of the Council. She decided to take a step back and go through how they have gotten here. She began by noting policies are different for different parks and the special event permit is not codified. It has been developed through practice. Assistant City Administrator Erin Wells stressed that staff wants the parks to be used, but they must treat all groups the same. A City Council candidate was recently turned down for a permit to use the park space for a campaign event because of the volume. Assistant City Administrator Erin Wells emphasized that this is because of the impact on the park and the neighborhood though they do try to balance needs and considerations. Parking, noise, garbage, maintenance, and other concerns are factored in. Liability is also considered. Unfortunately, in applying park policy, Run Club does present problems. Canterbury Park is a neighborhood park and not a community park. Assistant City Administrator Erin Wells noted this means you cannot rent things like the pavilion. She also said they need to address regular impact on park facilities like field size, parking, restrooms, and the neighborhood. She also noted that regular large events require permits and sometimes even insurance. Assistant City Administrator Erin Wells then noted that special events are typically not allowed in neighborhood parks because of these reasons, though they are open to discussion.

Mayor Mann expressed his concerns. He referred to soccer club which was not given access to this park because of similar reasons. Looking at Run Club, he noted a key difference is they are not asking for exclusive use of the trails or facilities. He did note that some issues of the Run Club are noise related (the megaphone might be an issue) and parking. He did note they could not legally curb any parking as they are all public roads. He stressed Run Club could always be more courteous which might mean no more megaphone use.

Councilmember Rodela commented that she checked out Run Club. She asked if this is considered a special event, if it requires a permit, if it’s too overwhelming for the park, and more. She said she counted cars and kids (eight parked cars, six cars, fifty four kids) and likened it to a special event. She asked if there was a solid consistent number present because she agreed that 300 people was too much, but what she saw seemed completely fine. She also noted that the megaphone was not that loud and they picked up after themselves. She also agreed with the earlier public comments that this was a good community event and added she would want to live in a neighborhood with those events.

Assistant City Administrator Erin Wells said they start looking at density issues around 100 people and stressed that they are required to get a permit if they have 200 or more. She noted that some family reunions are larger and the pavilion in the park can accommodate that, but that they should be wary of things like this that happen every day as this park is still a neighborhood park. She acknowledged there are garbage issues in every park, but parking looks to be a real issue. Assistant City Administrator Erin Wells did acknowledge that there is a lot of grey area.

Mayor Mann noted they have seven months before Run Club starts again and subsequently can make a policy in that time. Assistant City Administrator Erin Wells agreed and said they would like to have something together by December. Council Member Brittney Bills noted there are many parents who support the club. She emphasized that they want to regulate running as little as possible and find ways to appease the neighbors. Council Member Brittney Bills asked how many kids there are roughly every day. Assistant City Administrator Erin Wells noted that the average tends to be 80 to 100 kids per day. Council Member Kim Rodela said it was not too bad as they were spread around the whole park. Council Member Brittney Bills also noted this club is a good opportunity to teach kids things outside of school.

Council Member Scott Smith asked about potential public safety issues related to parking and if the fire department has been out to look at this. Fire Chief Brian Patten said they haven't been out there. Assistant City Administrator Erin Wells noted the police department went out and saw it was busy but were not concerned. She felt any issues were workable. Council Member Scott Smith noted he supported any initiative to get kids active and was open to arguments not to move the run club as then people might not come. Assistant City Administrator Erin Wells noted that Jen's biggest concerns are on moving the club as she would need volunteers and it has already moved once before. She noted Wimbleton was recommended to Jen as it has a good sized parking lot, but noted Jen is still concerned that the residents close by will complain. Assistant City Administrator Erin Wells said she understood Jen's frustration as she is trying to do something great despite it impacting others. Council Member Brittney Bills suggested reaching out and seeing what the residents are saying. Council Member Kurt Ostler said it sounds like moving to Wimbleton will solve the problem, but the Council should consider rules for neighborhood parks and other policies including special use permits. Council Member Kurt Ostler noted he did not want to divide a neighborhood and felt policy change might be the best.

3. CONSENT ITEMS *(5 minutes)*

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

a. Approval of Meeting Minutes *Administrative*
Regular City Council Meeting – July 20, 2021

b. Planning Commission Appointment: Tyler Standifird *Administrative*
The City Council will consider the Mayor's request to ratify the appointment of Tyler Standifird to the Planning Commission. The City Council will take appropriate action.

c. Final Plat: Sunrise Farms Plat A *Administrative*
The City Council will consider a request by Patterson Development for Final Plat approval for Sunrise Farms Plat A, a proposed 10-lot single family subdivision located at approximately 11241 N 6000 W. The City Council will take appropriate action.

d. Resolution: Stormwater Pollution Prevention Plan (SWPPP) Fees *Legislative*
The City Council will consider a request to amend the fees for Stormwater Pollution Prevention Plan (SWPPP) Plan Review and Inspections. The City Council will take appropriate action.

Council Member Scott L. Smith asked to pull item 3d from the consent agenda.

Council Member Brittney P. Bills MOVED that the Highland City Council approve consent items a, b, and c. Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Yes*
Council Member Brittney P. Bills	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

Item D. Council Member Scott L. Smith began by asking if there was a monthly fee of $100 to inspect. City Administration/Community Development Director Nathan Crane said they require an inspection every month because of a state requirement which is billed to the city. He noted most building times do not go 27 months, but some contractors are slower and the current fee did not cover the cost. Council Member Scott L. Smith asked if this created a lot of problems. Mayor Mann said the fee is for subdivisions or individual homes. City Administrator/Community Development Director Nathan Crane noted they looked at the amount of time inspectors were spending and eliminated projects that went on long. Council Member Scott L. Smith felt they were losing money on this. City Administrator/Community Development Director Nathan Crane said the jump occurred recently and the larger concern involves subdivision construction. Council Member Kurt Ostler asked to clarify costs which stand at $1500 per lot or $1500 per home. He then noted a new fee is $50 for a new unit while a single family home is also $1500. He asked why they are not charging a higher fee for the unit. City Administrator/Community Development Director Nathan Crane said this boils down to different development types and corresponding permits. Inspection for different units takes different amounts of time for different units. City Administrator/Community Development Director Nathan Crane went on to describe a new project in which all fees will be based on a single family large lot. He stated the first phase of Ridgeview would start charging $7200. Moreover, he noted they are meeting with a consultant - Mitch at Mystic. He then reiterated that fees will still be different for different types of developments.

Council Member Scott L. Smith MOVED that the Highland City Council approve the resolution adopting the revised fees for the storm water pollution prevention plan review and inspections. Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Yes*
Council Member Brittney P. Bills	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

4. PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT – GUARANTEE OF PERFORMANCE *Legislative*

The City Council will hold a public hearing to consider a request by Highland City Staff to amend several sections in Chapter 6 Guarantee of Performance in the Development Code to be consistent with Section 10-9a-604.5 in Utah State Code. The City Council will take appropriate action.

Planner & GIS Analyst Kellie Bronson noted this was regarding Chapter Six which covers Guarantee of Performance. She said this is bonding for public improvements in different development areas including landscaping. She noted once these improvements are finished, the bond is released with 10% being maintained to ensure those improvements stay in place. She acknowledged they currently only accept cash bonds, check, or bond accounts. Planner & GIS Analyst Kellie Bronson relayed the City Attorney comments stating the municipality will establish two performance guarantees or bonds. Irrevocable letter of credits also constitutes bonds as they come from the bank. She noted the bank agrees to pay the City full cost once certain conditions are met, and the bank will only do so if the developer and City can prove they can make these costs. She noted the Planning Commission has discussed this and recommends it for approval.

Mayor Rod Mann opened the public hearing at 8:59 pm. There were no public comments. Mayor Rod Mann closed the public hearing at 8:59 pm.

Council Member Kurt Ostler went on to ask if a letter of credit is different from cash in the bank. He wanted to know if the City can charge an extra fee versus incur more fees and paperwork from the bank.

City Attorney Rob Patterson responded, saying they can charge on the back end only if there has been a problem, but they cannot charge on the front end. Council Member Kurt Ostler asked if these are similar legal agreements to which City Attorney Rob Patterson said yes. Council Member Kurt Ostler noted he was asking about the legalities given his experiences in the past. City Attorney Rob Patterson sympathized, stating cash is better, but a letter of credit is acceptable.

Council Member Brittney Bills asked if it was true if the City developer released developer work before the neighborhood was finished. City Administrator/Community Development Director Nathan Crane noted they would need to pull each file, and it was more myth than reality with the ones he has looked at. City Attorney Rob Patterson said that the City will more typically release the bond when it is ready.

Council Member Kim Rodela MOVED that the City Council accept the findings and approve the proposed amendment to several sections in Chapter 6 Guarantee of Performance in the Development Code. Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Yes*
Council Member Brittney P. Bills	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

5. PURCHASE CONTRACT: DIGITAL RADAR SPEED SIGN & TRAILER

Administrative

The City Council will consider a purchase contract for a digital radar speed sign and trailer. The City Council will take appropriate action.

Finance Director Tyler Bahr stated this was consideration for a purchase contract for digital radar speed sign and trailer. Finance Director Tyler Bahr noted the local police department has this type of unit, but they are looking into getting one dedicated to the City of Highland. He stated this is not in the original budget, but Traffic Logix had a $5900 bid, and the cost could come from general fund reserves. Finance Director Tyler Bahr asked the Council if this would be an appropriate expense.

Mayor Mann noted he did have an ask earlier in which they could issue warning letters to those caught speeding. He noted he looked at this option and it would have been $1200 dollars. Mayor Mann pointed out they have been getting requests from residents to place speed warnings on the streets. Police Chief Brian Gwilliam agreed. Mayor Mann then said he supported this as it records the data, and he no longer wishes to share a speed sign with the Police Department. Mayor Mann pointed out that they'll have access to speed data and can compare it to box data.

Council Member Kurt Ostler worried public works might move it around, and Mayor Mann responded by reiterating that it would ultimately make a big difference. Council Member Scott Smith voiced support of this as he felt there are too many speeders and this may change their behavior. Mr. Gwilliam echoed his support, and noted he is recording residents who are repeat offenders.

Council Member Kim Rodela MOVED that the City Council approve the purchase of the digital radar speed sign and trailer offered by Traffic Logix at a cost to not exceed $5,899.00. Council Member Brittney P. Bills SECONDED the motion.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Yes*
Council Member Brittney P. Bills	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

6. ACTION: MITCHELL HOLLOW TRAIL IN THE HOLLOWS SUBDIVISION

Administrative

The City Council will consider a request to fund the Mitchell Hollow Trail in the Hollows Subdivision. The City Council will take appropriate action.

City Administrator/Community Development Director Nathan Crane clarified the length of the trail as just over one quarter of a mile. He noted they did a reimbursement agreement with the developer so they could install the trail. City Administrator/Community Development Director Nathan Crane pointed out the original estimate was $165,000 without the engineering completed. The second estimate was $582,000 which was too high, primarily to retaining walls and fencing. The third estimate was $385,000 because the trail was re-routed and retaining walls removed. He presented a line-item cost count for the area. City Administrator/Community Development Director Nathan Crane noted that the cost largely comes from the wetland and boardwalk (10' wide and 250 lineal feet). City Engineer Andy Spencer has been looking into ways to cut costs.

City Engineer Andy Spencer began by noting the most difficult thing with these projects is pulling loose ends together and truly getting things going. He felt it is tempting to wait and find all the ways to cut costs, but as people move into the developing area, construction and plans will get more challenging as people who move in will try to add their own improvements. He stated that we have $165,000 in the budget for the trail, the estimate came in at $385,000 which is $220,000 over. He went on to discuss what is causing them to go over budget. They are as follows: $80,000 for a split rail fence, which may or may not be needed, traffic island on Canal Blvd. City Engineer Andy Spencer suggested the possibility of using $20,000 from roadway funds for the traffic island, and the possibility of reducing the width of the boardwalk trail to 6ft, but the cost savings of this is unknown. Making these changes would estimate we would only be over $100,000. City Engineer Andy Spencer noted change is difficult, but he did not want to abandon the project. He would like to find the extra money to build the trail with a narrower boardwalk and no exterior fences. Minimum recommendation would be to abandon the wetlands crossing altogether and make the footprint of the trail, graded and possibly with some gravel. We would come in about $25,000 over budget, but those who move in would know that the trail is there. City Engineer Andy Spencer said that if we go to MAG with a proposal that shows we have done everything that we could do that looks better on the proposal. He spoke with Jim Price with MAG about a trail connectivity package presentation to MAG and received positive feedback. He expressed concerned about losing inertia for the project.

Mayor Mann disagreed with relying on MAG for this small project, as there is a dollar threshold they will not fund below. He stated we would strengthen our case to include the planned regional trails for connectivity. Mayor Mann recalled that Highland has not asked for trail money in years which could help. Highland City would have to be willing to match 6.77% of the cost. Mayor stated we would have to wait a year to see if we get the funding, it's not guaranteed, and we've lost momentum for the project. Ultimately, he felt the Council would have to decide is it worth the risk, stating that connecting to the Equestrian Center. Connecting to 9600 will benefit Highland residents. He stated that there are issues with the easements. We have easements from 9600 to Canal Blvd. Mayor asked Council is they would like to build the trail now and take that out of the MAG package. There is a possibility of asking MAG for reimbursement agreement if we build now. Mayor Mann asked if they were open to waiting a year to pay on the chance of paying 6.77% of the cost versus the full cost.

City Engineer Andy Spencer suggested they still go to MAG with a package and see if the connectivity package helps as well to get the funding. Just having the basic footprint of the trail would help. Mayor Mann noted they have the design.

Council Member Kurt Ostler asked about the trail system. City Administrator/Community Development Director Nathan Crane, and City Engineer Andy Spencer discussed different trail segments on the original plan, changes they made to respond to concerns they had, and to reduce costs. Council Member Kurt Ostler asked about residents landscaping on city property to which Mr. Spencer said there are 3 lots on the north side that touch the trail and then the boardwalk section. There are existing homes, but we are more worried about the homes that will be built. Council Member Kurt Oster asked if this has been on our trail plan to which Mayor Mann responded that the trail has been on the plan, but not the exact location. Council Member Kurt Ostler asked about easement issues from 9600 to Canal Blvd. Mayor Mann said there are issues with these easements, but MAG money could help with this. Council Member Kurt Ostler asked about easements from 9600 to Equestrian Center. Mayor Mann explained that we do not have the easements. Highland City would have to work with Ron Peck to acquire the easement. Mayor Mann and Kurt Ostler discussed the Equestrian Center and trails that American Fork City built.

Council Member Kurt Ostler asked about the trail segment which could be presented to MAG for funding. Mayor Mann explained that this is part of the existing regional trail system, not just connecting another trail to their system. Mayor explained that City Engineer Andy Spencer is going to have to sell the plan to MAG and explained process that MAG has to award money. City Engineers present the projects, Mayors make recommendations.

Council Member Kurt Ostler asked if they felt they would score well with MAG. City Engineer Andy Spencer said it would depend on the other projects submitted given the fixed dollar amount of support. Mayor Mann spoke about the difference between state and federally funded projects. He also noted they want the project to be locally funded, if possible.

Council Member Kurt Ostler also asked if Millhaven could help to which City Administrator/Community Development Director Nathan Crane said it would depend on their willingness to help build. Council Member Kurt Ostler asked what the cost might be to bring in a different contractor, what would be the cost savings of using Millhaven. City Engineer Andy Spencer said Millhaven help would assist with their savings issue as MAG projects may result in spending more money on management and engineering. City Engineer Andy Spencer said that Millhaven's bid is probably comparable to another contractor, maybe a little bit of economy of scale because they are already there. Council Member Kurt Ostler reminded the Council they are only paying 6.77% of the match. City Engineer Andy Spencer advocated for MAG. Mayor Mann reiterated they have $165,000 in the budget and to extend south the part that will be a problem and maybe even the boardwalk. Spend $165,000 and go as far south as we can with it. City Engineer Andy Spencer agreed with this idea. Three homes that already have a trail behind their house. Mayor Rod Mann asked if we could use road money to build the islands. City Engineer Andy Spencer said he would get back to him.

Council Member Kurt Ostler asked which homes may present the largest development issues to which City Engineer Andy Spencer said lots 31, 45, and 46. That's where all the grading and retaining walls will be. Mayor Mann asked if we could just do those 3 homes for $165,000. Council Member Kim Rodela agreed. Council Member Kim Rodela questioned about taking money for this project from maintenance. She expressed concern about starting another capital project when we can't take care of what we have. She also mentioned that she didn't want to take any money from Mountain Ridge Park for this project. Ms. Rodela suggested that Council take the $165,000 and see how far we can go with it and see if they could get funding from MAG. She also mentioned she did not want to cut back on the width of the boardwalk. Mayor Mann clarified that we build for those three homes as long as it doesn't exceed $165.000. City Engineer Andy Spencer asked if he could get with Todd from Millhaven and rough everything in except the boardwalk for $165,000 would that be acceptable. Mayor Mann express concern about having a trail with a break at the boardwalk, gap with two connecting trails. Mayor Mann suggested that we just go as far south as we can. Mayor Mann suggested they see how far south they could go and maintain fencing standards. Council Member Kurt Ostler was skeptical on how many fences they need should certain homes border the wetlands.

Council Member Scott Smith questioned the change in location of the trail. City Engineer Andy Spencer said that the changed saved money and helped the subdivisions further south by moving it further away from people's homes who didn't want the trail in the back. Council Member Smith expressed approval of this trail because it connects. He also advocated for other trail connections through the Murdock Canal and Equestrian center on the eastern side to cut costs. Furthermore, Council Member Scott L. Smith pushed to keep the area as natural as possible and look to MAG as soon as possible. Council Member Scott L. Smith to spend the $165 approved for this trail. City Engineer Andy Spencer seemed optimistic about their scoring potential with MAG and said they would do their best.

Council Member Scott Smith asked about the larger lots near the trail and if those individuals in that area have complained. City Engineer Andy Spencer noted they were largely insistent about retaining walls and this is the stretch that we are talking about completing now.

Council Member Brittney Bills agreed with Council and asked if the county trail system was on a different map and if everything on the regional trail system is fully reflected. City Engineer Andy Spencer said not all of the regional trail plans come together. Discussion about city trails vs regional trail system.

Council Scott L. Smith asked about MAG money for maintenance. City Engineer Andy Spencer noted that MAG money is particularly difficult to earn for maintenance, mostly for new construction. When putting together the package for MAG, we will be looking at additional regional trails for connectivity. Council Member Kurt Ostler asked about the retaining wall. City Engineer Andy Spencer responded that the retaining needs to happen on the east. Council Member Kurt Ostler said it was the Kelly property and there is a water feature.

Council Member Scott Smith said that we want staff to present a package to MAG to fund a trail as far as down to the Equestrian Park, but there are questions about easements. He questioned how you present a package without the easements. City Engineer Andy Spencer responded that you have to work with the residents. Package with MAG will score better if the trail goes down to the Equestrian Center.

City Engineer Andy Spencer noted that you cannot condemn trails, so funding will be essential. With that, he also noted that property owners will be willing to work on the issue. Ultimately, City Engineer Andy Spencer said they would also wait on Peck's development as well.

Council Member Brittney P. Bills MOVED that the City Council allow an expenditure of up to $167,438 for the trail behind the three properties that we are concerned about, and then moving south, asking to minimize costs as much as we can. Staff is to put together a package for MAG for funding of the remainder of the trail.

Council Member Scott L. Smith SECONDED the motion.

Council Member Kurt Ostler expressed some concern with staff and funding. He asked if they had a good price when approving. He was concerned that there was no bid. City Administrator/Community Development Director Nathan Crane said they would have to address the issue with Mr. Trane first to have a good idea. Mayor Mann said that this would not need to come back to Council for approval if they stay within the dollar amount approved and it would need to go through all three homes, but not beyond that. City Engineer said that based on the discussion, he felt he could cover those three homes with the $167,000.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Yes*
Council Member Brittney P. Bills	*Yes*
Council Member Kurt Ostler	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

7. DISCUSSION: AMERICAN RESCUE PLAN ACT (ARPA) FUNDING

Administrative

Staff is requesting that the City Council review American Rescue Plan Act (ARPA) funding and its allocation, including the potential to receive matching funds from the State of Utah. This item is being presented for discussion and direction only.

Finance Director Tyler Bahr presented the criteria needed for the local match grant. Highland's allocation funds of 2.69 million must be fully allocated by 2024 and spent by 2026. The grant program has allocated an additional 50 million, and additionally asked staff to research park development, Mountain Ridge, all abilities facilities like restrooms and drinking fountains, along with water and chlorination. Finance Director Tyler Bahr noted that larger spending goals include supporting populations disproportionately impacted by the pandemic. The hope, he noted, is to promote healthier living environments and mitigate the spread of Covid-19. Finance Director Tyler Bahr noted that, as it stands, the Mountain Ridge plan includes an all abilities focus throughout its playground which would amount to 1.8 million dollars. He stressed that an all abilities theme would run through the entire design of the park and not just certain aspects of it.

Council Member Kim Rodela asked if they should stress the disabilities angle to ensure they receive the federal grant. Finance Director Tyler Bahr felt this would be best. Council Member Kim Rodela asked about also including seniors in the plan as they have also been impacted. Council Member Brittney Bills suggested an adult fitness component like adult pull-up/push-up bars. Mayor Mann noted that this may break the distinction in possible funding from federal versus state sources.

Finance Director Tyler Bahr noted that water projects align with federal guidelines and all-abilities focus offer a unique funding opportunity. He noted that Council reserves the right to augment or accelerate these projects as well, and there is a corresponding local match grant. Finance Director Tyler Bahr also pointed out that the committee will be scoring projects on two categories: a general and project specific classification.

Mayor Mann felt none of their existing projects were explicitly innovative which could affect their chances of getting the grant. With that said, he noted he would reach out to Cameron Diehl to see if there are other ways Highland might score well. He also brought up that most of their population was not impacted by Covid-19. Council Member Kim Rodela said they should still go for it. Assistant City Administrator Erin Wells felt they should not talk to Mr. Diehl. Finance Director Tyler Bahr asked if there were any project specific category questions to which Council Member Kim Rodela asked about specific programs for mental health for kids. Finance Director Tyler Bahr pointed out several criteria they qualify for in that area, but they will know more after the Webinar next week, the October 19th committee meets, and November funding information. He said having more direction on which projects should be focused on will help as well. Lastly, he mentioned that September 7th would be the final approval date for the grant application.

8. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and City staff. Topics discussed will be informational only. No final action will be taken on communication items.

a. Run Club – *Mayor Rod Mann & Council Member Kim Rodela*

This item was discussed earlier in the meeting.

b. Future Meetings

- August 24, Board of Canvassers Meeting, 6:00 pm, City Hall
- August 24, Planning Commission Meeting, 7:00 pm, City Hall
- September 7, City Council Meeting, 7:00 pm, City Hall
- September 8, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- September 21, City Council Meeting, 7:00 pm, City Hall
- September 28, Planning Commission Meeting, 7:00 pm, City Hall

ADJOURNMENT

Council Member Scott L. Smith MOVED to adjourn the regular meeting and Council Member Kurt Ostler SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 10:38 pm.

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on August 17, 2021. This document constitutes the official minutes for the Highland City Council Meeting.

Stephannie Cottle
City Recorder

Welcome to the Highland City Council Meeting

August 17, 2021

HIGHLAND CITY

1

HIGHLAND CITY

7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann
Invocation – Council Member Kurt Ostler
Pledge of Allegiance – Council Member Timothy A. Ball

2

HIGHLAND CITY

UNSCHEDULED PUBLIC APPEARANCES

Time set aside for the public to express their ideas and comments on non-agenda items. Please state your name and limit your comments to three (3) minutes.

3

HIGHLAND CITY

PRESENTATIONS

a. Youth City Council – *Youth City Council Representative*

4

Overview

- Staff applied policy as understood
  - Policy may need to be updated
- Policy isn't perfect and no one comprehensive document
- Want parks to be used
- Need to treat all groups the same

5

Reasons for Park Policies

- Limit Liability for City
- Impact on Park and Surrounding Neighbors
  - Parking
  - Noise
  - Garbage
  - Maintenance
- Impact of Other's Use of the Park
- Park Amenities Vary

6

Park Policy and Practice for Canterbury Circle Park

- Field Use
  - Canterbury Park Circle designated as a "Neighborhood Park" in Field Use Policy and Municipal Code
    - Based on size of field and lack of parking lot
    - Limits type of reservations
- Pavilion Rental
  - Non-rentable due to lack of parking lot and restrooms
- Special Event Permit
  - More than normal impact to City facilities or surrounding residents or use that will limit other's use of City facilities
  - Not allowed at "Neighborhood Parks"

7

CONSENT ITEMS *(5 minutes)*

- Item 3a. Approval of Meeting Minutes: Regular City Council Meeting – July 20, 2021 *Administrative*
- Item 3b. Planning Commission Appointment: Tyler Standifird *Administrative*
- Item 3c. Final Plat: Sunrise Farms Plat A *Legislative*
- Item 3d. Resolution: Stormwater Pollution Prevention Plan (SWPPP) Fees *Legislative*

8

TEXT AMENDMENT – GUARANTEE OF PERFORMANCE *LEGISLATIVE*

Item 4 – Public Hearing/Ordinance
Presented by – Kellie Smith
Planner & GIS Analyst

9

Background

- Bonding – to protect the City from incomplete or inadequate installation of public improvements
- The City currently only accepts cash bonds (check or Improvement Deposit Account Agreement)
- Utah State Code Section 10-9a-604.5, *"A municipality shall… establish a minimum of two acceptable forms of completion assurance"*

10

Proposed Amendment

- Includes "an irrevocable letter of credit" as an acceptable form of a bond
- An irrevocable letter of credit comes from the bank; the bank agrees to pay seller (the City) as soon as certain conditions are met.

11

Citizen Participation

- Public Hearing Notice
  - Daily Herald
  - State and City websites
- No correspondence has been received.

12

Planning Commission Action

- The Planning Commission held a public hearing – July 27th
- Recommended **APPROVAL** (5-0)

13

Recommendation & Proposed Motion

Staff recommends the City Council hold a public hearing, and the Planning Commission recommends that the City Council accept the findings and **APPROVE** the proposed amendment.

I move that the City Council accept the findings and **APPROVE** the proposed amendment to several sections in Chapter 6 Guarantee of Performance in the Development Code.

14

HIGHLAND CITY

DIGITAL RADAR SPEED SIGN & TRAILER *ADMINISTRATIVE*

Item 5 – Purchase Contract

Presented by – Tyler Bahr
Finance Director

15

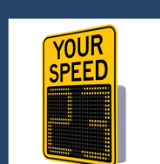
Background

- Lone Peak Police Department has a digital radar speed sign and trailer
- Mayor Mann asked staff to look into purchase of another unit dedicated to use within Highland City

16

Background

- Traffic Logix quote : $5,899



17

Background

- Staff requested quotes for comparable units from three other vendors on the State's approved contract:
  - Kustom Signals $6,865
  - MPH Industries $7,450
  - Stalker Radar $9,030
- Funding would come from general fund balance – not included in FY2022 approved budget

18

Recommendation

Staff recommends the Council discuss the issue and determine if the City should purchase the equipment.

Proposed motion:
I move that the City Council APPROVE the purchase of the digital radar speed sign and trailer offered by Traffic Logix at a cost to not exceed $5,899.00.

19

HIGHLAND CITY

MITCHELL HOLLOW TRAIL IN THE HOLLOWS SUBDIVISION
ADMINISTRATIVE

Item 6 – Action

Presented by – Nathan Crane, AICP
City Administrator/Community Development Director

20

Background

21

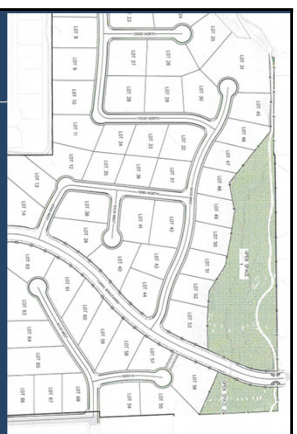
Cost Estimates

- Original Cost Estimate: $165,000
  - No engineering
- Second Estimate: $582,500
- Third Estimate: $384,958

Trail Cost				
Item	*Qty*	*Unit*	*Price*	*Total*
Trail Cut/Fill	2,980	CY	$4.50	$13,410
Prep Rockery (8" UTBC)	760	LF	$4.65	$3,534
Rockery	3,600	SF	$40.00	$144,000
6" UTBC Trail Base	19,800	160	$0.80	$15,904
3" Asphalt (10' Wide Trail)	14,200	SF	$1.45	$20,590
10' Wide Boardwalk	250	LF	$326.00	$81,500
ADA Ramp	2	Each	$1,250	$2,500
Split Rail Fence	3,760	LF	$22.00	$82,720
Pedestrian Traffic Island	4	Each	$4,600	$18,400
2' X 10' Truncated Domes	2	Each	$1,200	$2,400
Total				$384,958

22

Reductions



23

Funding Sources

- Currently budgeted: $167,500
  - $218,000 deficit
- Reallocation within the existing budget
  - Replaced if revenue exceeds expenditures
- Use of Reserves
  - Mountain Ridge Park or Below 25%
- MAG Funding – Mayor

24

AMERICAN RESCUE PLAN ACT (ARPA) FUNDING *ADMINISTRATIVE*

Item 7 – Discussion

Presented by – Tyler Bahr
Finance Director

25

Purpose of This Discussion

1. Provide summary of latest ARPA developments
2. Review potential uses for Highland's allocation identified in previous Council discussion

26

Background

- Total funding = $2,269,373
  - Highland received $1,134,687 in July
  - Second installment of $1,134,687 in one year
- Funds must be obligated by the end of 2024, spent by end of 2026
- State has set aside $50MM additional funding for local match grants

27

Criteria – Federal Government

- Support public health expenditures
- Address negative economic impacts caused by the public health emergency
- Replace lost public sector revenue
- Provide premium pay for essential workers
- Invest in water, sewer, and broadband infrastructure

28

Local Match Grant

- $50 million
- Criteria
  - Projects or services that address the economic impacts of the COVID-19 emergency on **housing insecurity, lack of affordable housing, or homelessness**;
  - Costs incurred in addressing **public health challenges** resulting from the COVID-19 emergency;
  - Necessary investments in **water and sewer infrastructure**; or
  - Any other purpose authorized under the American Rescue Plan Act

29

Prior Review

- Park development
  - Mountain Ridge Park
  - All-abilities elements and other ADA-friendly accommodations
  - Restrooms, drinking fountains, trash cans
- Water
  - Chlorination
  - Pond bubbling system
  - Pressurized irrigation meters
  - Culinary water well

30

Regulatory Guidance

Parks development and improvement:

- Address negative economic impacts on **populations, households, or geographic areas disproportionately impacted by the pandemic**
- Promote healthier living environments and outdoor recreation and socializations to mitigate the spread of COVID-19

31

Regulatory Guidance

- Must establish benefit to people with disabilities who may have been disproportionately impacted by the pandemic
- US Census data estimates that 8.5% of the population in Highland has a disability
  - Utah County-wide = 7.7%

32

Regulatory Guidance

Water projects:

- Must align with EPA programs:
  - DWSRF – treatment, transmission and distribution (including lead service line replacement), source rehabilitation and decontamination, storage, consolidation, and new systems development
  - CWSRF - construction of … water conservation, efficiency, and reuse measures

33

Do these projects qualify?

- Park development:
  - Yes, with all-abilities focus
  - Unique funding opportunity
- Water projects:
  - Yes
  - Funding established

34

Local Match Grant Application

- Points awarded in two categories:
  - General (up to 75 points)
  - Project-specific (up to 25 points)
    - Public Health Impact (Park development)
    - Water & Sewer

35

Local Match Grant Application

General	
The project has clear long-term benefits that are defined and measurable	25
The project is innovative	10
The project leverages other funding sources	10
The project has a sound plan and budget	10
The project benefits vulnerable populations that have been affected adversely by the COVID-19 pandemic	10
The project does not create a funding dependency	5
The project is a collaborative effort with multiple entities	5
	75

36

Local Match Grant Application

Project-Specific Category: Public Health Impact	
The project mitigates COVID-19 cases, hospitalizations, or deaths, or increases vaccination rates	10
The project addresses (a) physical or behavioral issue(s) exacerbated by the COVID-19 pandemic	5
The project addresses a need related to the COVID-19 pandemic not funded elsewhere	5
The project targets (a) population group(s) at higher risk of being impacted by the COVID-19 pandemic	5
	25

37

Local Match Grant Application

Project-Specific Category: Water & Sewer	
The project mitigates a public health challenge	5
The project supports community resilience related to water, drought, or climate change	5
The project provides a substantive water quality benefit	5
The project benefits a hardship community	2.5
The project conserves or expands current water storage capacity	2.5
The project integrates land use and water use planning	2.5
The project addresses an existing or impending water supply need	2.5
	25

38

Local Match Grant Timeline

- August 16 to September 15 – Online application portal opens
- September 15 to October 15 – Committee reviews and evaluates applications
- October 19 – Committee reports selections to Executive Committee
- Mid-November – Applicants notified of project funding
- Mid-November – Funds dispersed to local entities

39

Discussion

- Staff will obtain more information on the State match grant – webinar August 25
- Report back on September 7 so Council can decide how to use the funds
- If the Council decides to apply for the State matching funds, application to be submitted by September 15

40

HIGHLAND CITY

MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS

Item 8a. – Run Club – *Mayor Rod Mann & Council Member Kim Rodela*

Item 8b. - Future Meetings

- August 24, Board of Canvassers Meeting, 6:00 pm, City Hall
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41

GOVERNOR'S OFFICE OF Planning & Budget

COVID-19 Local Assistance Matching Grant Program Guidance

BACKGROUND

The COVID-19 Local Assistance Matching Grant Program,established by HB 1004, COVID-19 Grant Program Amendments (M. Schultz, K. Cullimore), seeks to leverage American Rescue Plan Act (ARPA) funds by using both state and local monies on projects which will have high return on investment for residents.

Utah has a long history of effectively managing government finances and maximizing the impact of taxpayer funds. Through this grant program, we will continue our legacy of fiscal responsibility and collaboration to ensure federal monies are spent on projects that will make the most difference for our communities. A five member selection committee, along with experts in ARPA eligibility areas, will review and rank each application using the guidance in this document before making final selections.

Selection Committee

1. Sen. Kirk Cullimore, Utah State Senate
2. Rep. Carl Albrecht, Utah House of Representatives
3. Sophia DiCaro, Executive Director, Governor's Office of Planning and Budget
4. Cameron Diehl, Executive Director, Utah League of Cities and Towns
5. Brandy Grace, CEO, Utah Association of Counties

SCORING

Points will be awarded to projects in a general category (75 points), and in project-specific scoring categories (25 points). In the case that more than one category applies to a project, the top scoring category will be used. The maximum number of points which can be awarded to any project is 100. Applications that select an "Other" category will be eligible for up to 25 points based on comparison to other projects.

ARPA TREASURY ELIGIBILITY

Please note that no application will be considered which does not meet ARPA eligibility guidance as established by the U.S. Treasury.

APPLICATION PROCESS

COVID-19 Local Assistance Matching Grant Program application can be accessed at gopb.utah.gov/localmatch. The maximum upload size for supporting documents is 10 megabytes. Any documents larger than that may be added as a link. The portal will close on September 15, 2021. After that date, late applications will not be accepted.

With any questions, please contact Sarah Wright at smwright@utah.gov or 801-538-1418.

SCORING MATRIX

General	
The project has clear long-term benefits that are defined and measurable	25
The project is innovative	10
The project leverages other funding sources	10
The project has a sound plan and budget	10
The project benefits vulnerable populations that have been affected adversely by the COVID-19 pandemic	10
The project does not create a funding dependency	5
The project is a collaborative effort with multiple entities	5
	75

Project-Specific Category: Housing	
The project, if located with in an MPO boundary area, is in proximity to transit corridors*	10
The project serves individuals and families whose income is 50% or below Area Median Income (AMI)	10
The project has a gross rent no greater than 30% of household income	2.5
The project has a deed restriction to maintain affordability	2.5
**If not located within an MPO boundary area, the applicant will receive an automatic 10 points*	**25**

Project-Specific Category: Water & Sewer	
The project mitigates a public health challenge	5
The project supports community resilience related to water, drought, or climate change	5
The project provides a substantive water quality benefit	5
The project benefits a hardship community	2.5
The project conserves or expands current water storage capacity	2.5
The project integrates land use and water use planning	2.5
The project addresses an existing or impending water supply need	2.5
	25

Project-Specific Category - Broadband	
The project targets unserved or underserved areas	10
The project is located in an economically distressed area of the state	5
The project targets last-mile gaps in network connection	2.5
The project is unlikely to be funded by the private sector	5
The project addresses digital equity	2.5
	25

Project-Specific Category: Public Health Impact	
The project mitigates COVID-19 cases, hospitalizations, or deaths, or increases vaccination rates	10
The project addresses (a) physical or behavioral issue(s) exacerbated by the COVID-19 pandemic	5
The project addresses a need related to the COVID-19 pandemic not funded elsewhere	5
The project targets (a) population group(s) at higher risk of being impacted by the COVID-19 pandemic	5
	25

Project-Specific Category: Economic Opportunities and Recovery	
The project has a firm timeline to reach full impact	5
The project demonstrates capacity for impact with longevity	5
The project increases economic stabilization	5
The project targets areas of lowest recovery and highest geographical impact	5
The project increases capacity to recruit or retain employees	2.5
The project aligns with existing projects and programs	2.5
	25