HIGHLAND CITY COUNCIL MINUTES
Tuesday, September 20, 2022
Approved December 6, 2022

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

7:00 PM REGULAR SESSION
Call to Order – Mayor Kurt Ostler
Invocation – Council Member Scott L. Smith
Pledge of Allegiance – Council Member Sarah D. Petersen

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:01 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 Scott L. Smith and those in attendance were led in the Pledge of Allegiance by Council Member Sarah D. Petersen.

PRESIDING: Mayor Kurt Ostler

COUNCIL MEMBERS PRESENT: Timothy A. Ball, Brittney P. Bills, Kim Rodela, Sarah D. Petersen, Scott L. Smith

CITY STAFF PRESENT: Interim City Administrator Erin Wells, City Attorney Rob Patterson, Planning Secretary Heather White, Finance Director Tyler Bahr, Planner and GIS Analyst Kellie Smith, City Engineer/Public Works Director Andy Spencer, Fire Chief Brian Patten

OTHERS PRESENT: Jon Hart, Eileen H. Miller, Carley Tall, Shauna Larson, Linda Littlefield, Logan Fawcett, Gln Hinton, Krissie & Lily Norton, Cari and Mike Nahren, Jean & Julie Shoaee, Wesley Warren

1. UNSCHEDULED PUBLIC APPEARANCES
Please limit comments to three minutes per person. Please state your name.

No comments were offered.

2. PRESENTATIONS

a. Constitution Week Proclamation – *Mayor Kurt Ostler*

Mayor Kurt Ostler will issue a proclamation declaring September 17-23, 2022, as Constitution Week.

Mayor Ostler explained that in 1955 the Nation Society of the Daughters of the American Revolution petitioned congress to consider a resolution for a week of observance of the foundation of the American Form of Government. The intent of the resolution was to educate the public regarding the constitution, which was adopted by the American Congress in 1787. The Constitution is a living document that assures each citizen the freedoms American's cherish. He invited representatives of the Daughters of the American Revolution to address the Council regarding the importance of this population.

Judge Kelly Schaefer-Bullock spoke to significant historical events in the nation's history where notable Americans stood for ideals of liberty; the Constitution of the United States could never have come into being without the sacrifice of those individuals and it is one of the most beautiful documents of the national history. Together with the Declaration of Independence, the Constitution established new ideals that had not been seen in the history of the world. It established meritocracy and it would be a dereliction to forget the sacrifices of those that brought it to be. She thanked the Mayor and Council for their consideration and support of this proclamation. Mayor Ostler declared September 17-24 as Constitution Week in Highland City.

b. Arts Council – *Shauna Larsen, Director*

Arts Council Director Shauna Larsen will give a brief presentation concerning the classes, programs, and activities sponsored by the Highland City Arts Council.

Arts Council Director Larsen used the aid of a PowerPoint presentation to discuss the goals and needs of the Arts Council. Currently, there is a lack of space for Arts Council storage and events and the members of the Arts Council would like to have a community arts center to meet their needs. All members of the Council are volunteers, and they appreciate the Mayor and Council's consideration and support of this request.

Council Member Peterson asked how many people are impacted by the Arts Council. Ms. Larsen indicated that every event has a different reach and impact on the community; all classes and workshops offered by the Arts Council are full. She concluded the arts show was very well attended this year.

Mayor Ostler stated that the reason that the storage space has been reduced is because the Parks Department has a need to provide more office and storage space. He thanked Ms. Larsen for the information provided and asked her to pass the Council's gratitude along to her Board.

c. Highland Fling – *Miranda Doman, Civic Events Coordinator*

Civic Events Coordinator Miranda Doman will report on the 2022 Highland Fling.

Civic Events Coordinator Doman provided the Mayor and Council with a report of the expenses and revenues associated with the Highland Fling event; she also reported on successes realized during the event as well as lessons learned for future improvements. Overall, things went well, and she is grateful for the feedback she has received from the community and elected officials, which will be used to help improve the Highland Fling in future years.

The Mayor and Council thanked Ms. Doman and her volunteers for their efforts; they commented on the events they enjoyed. Mayor Ostler stated that Ms. Doman is leaving Highland to pursue her college education and he wished her luck in her future endeavors.

d. Timpanogos Special Service District – *Brian Braithwaite, TSSD Board Member*
TSSD Board Member Brian Braithwaite will give a brief update concerning Timpanogos Special Service District.

This item was moved to a later point in the meeting.

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 *General City Management – Stephannie Cottle, City Recorder*
Regular City Council Meeting – August 2, 2022

b. CONTRACT: Contract with Legislative Executive Consulting, LLC *General City Management – Andy Spencer, City Engineer/Public Works Director*
The City Council will consider a contract with Legislative Executive Consulting, LLC for consultant services focused on grant and legislative support for a one (1) year term. The Council will take appropriate action.

c. Agreement: Metropolitan Water District of Salt Lake & Sandy and Aberlour Development, LLC, and Highland City *Land Use (Administrative) – Kellie Smith, Planner & GIS Analyst*
The City Council will hold a public meeting to consider a request by Aberlour Development, LLC, and the Metropolitan Water District of Salt Lake & Sandy, to enter into two cooperation agreements for the crossing of Inverness Road and municipal utilities. The Council will take appropriate action.

d. RESOLUTION/AGREEMENT: Utah County Community Development Block Grant Program Interlocal Agreement Amendment *General City Management – Stephannie Cottle, City Recorder*
The City Council will consider entering into an additional amended interlocal agreement with Utah County relating to the Community Development Block Grant Program for fiscal year 2023, 2024, and 2025. The Council will take appropriate action.

e. ACTION: Final Plat – Ridgeview Plat I *Land Use (Administrative) – Kellie Smith, Planner & GIS Analyst*
The City Council will hold a public meeting to consider a request by Ivory Development LLC for final plat approval of 17 cottage lots on 1.62 acres located at approximately Dorado Way and Elmfield Way. The Council will take appropriate action.

f. ACTION: Final Plat – Ridgeview Plat J *Land Use (Administrative) – Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public meeting to consider a request by Ivory Development LLC for final plat approval of 23 cottage lots on 2.37 acres located at approximately Dorado Way and 10100 N. The Council will take appropriate action.

g. **ACTION: Final Plat – Ridgeview Park** *Land Use (Administrative) – Kellie Smith, Planner & GIS Analyst*
The City Council will hold a public meeting to consider a request by Boyer Ridgeview Commercial, L.C., for final plat approval for a 4.8-acre park located at approximately Featherstone Dr and Elmfield Way. The Council will take appropriate action.

Council Member requested to pull items 3b, d, e, f, g for further discussion.

Council Member Brittney P. Bills MOVED that the City Council approve consent items 3a and 3c.

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 Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

3b. Council Member Smith stated that he has spoken to a few other Council Members about this item, and they wished to discuss this matter further before voting. He stated that he would like for Council Members to have an opportunity to ask any questions they have.

Council Member Bills asked if City Administration feels they do not have the resources to apply for this grant without help from a consultant. Interim City Administrator Wells stated the City would still be able to apply for the grant but may not have connections to elevate the application and help it stand out when compared to others. The consultant has the means to help the City with making the project stand out. Council Member Bills stated that from a philosophical standpoint, it is frustrating that the City has to spend money to improve a grant application. That component of the grant application process is frustrating. Mayor Ostler agreed; unfortunately, the current government environment is the reason for this proposal. Council Member Bills then asked if the contract term is just one year. Ms. Wells answered yes but noted that the consultant would be available to assist with other grant applications during that year.

Council Member Smith asked if City Administration feels the City will realize a return on this investment. Mayor Ostler stated that a consultant is only as good as his contacts, and he has found that the consultant has been highly effective for their other clients. He stated he is comfortable recommending approval of this contract.

Council Member Scott L. Smith MOVED that City Council approve a contract with Legislative Executive Consulting, LLC in the amount of $100,000 and authorize the Mayor to sign the contract document, and direct staff to prepare a mid-year budget adjustment to the water enterprise fund as detailed in the staff report.

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 Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

3d. Council Member Smith discussed the history of this agreement, which was renewed for a three-year term in June of 2022. He asked if the City has ever received any Community Development Block Grant (CDBG) funding and if Administration anticipates receiving any at this point. City Attorney Patterson answered no, the City has not received CDBG funds in the past, and he is not sure that any funding will receive in the three-year term. The effectiveness of the interlocal agreement will be monitored to determine if it should continue to renew the agreement. Council Member Smith stated that he is concerned about the County's oversight of any funding the City could potentially receive. There is so much pressure from different government entities for the institution of additional high-density housing and he feels Highland residents are opposed to that type of continued growth. He is concerned that there may be strings attached to this agreement that would require the City to allow more high-density housing. Mr. Patterson stated that there will be strings attached, but he is not able to communicate exactly what those strings would be; the Council would be able to evaluate each individual grant agreement to determine if the funding is worth accepting those requirements. The interlocal agreement before the Council tonight only makes the City eligible to receive funding but does not obligate the City to accept funding.

Council Member Bills stated that the agreement does preclude the City from applying for other types of grants and he asked if City is willing to accept that stipulation. Mr. Patterson stated that the interlocal agreement only precludes the City from directly applying for Housing and Urban Development (HUD) grants; the County wants the City to go through them to secure HUD funding.

Council Member Kim Rodela MOVED that the City Council adopt the resolution and enter into the additional amended agreement for the Utah County Community Development Block Grant Program.

Council Member Timothy A. Ball SECONDED the motion.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Yes*
Council Member Brittney P. Bills	*No*
Council Member Sarah D. Petersen	*No*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*No*

The motion failed 3:2

3e and f. Council Member Smith stated that he has been supportive of the Ridgeview development in the past, but he has heard from several residents of the City who are concerned about housing density. He asked Planner and GIS Analys Smith if the acreage of plats I and J were combined to achieve the developer's desired density. Ms. Smith stated that density counts for the project are defined on the overall development plan for the project; areas of the property are broken down by 'pod' numbers and areas I and J are located in the same pod. The pod density is used to determine the density of each plat. This will be consistent with future applications for continued development of the property.

Mayor Ostler referenced an area of the project that has a density of 10 units per acre but is classified as single-family homes. He asked for an explanation as to how that area will be achieved. A representative of Ivory Homes referenced the layout of that area and indicated this is a product that has been built in other areas of the City; it will have single family cottages that will be five feet apart from one another. Mayor Ostler inquired as to the timeline of this portion of the development. The representative indicated that the road is paved, and he would like to install laterals in the Plat I property area.

Council Member Smith inquired as to the average square feet of the cottages. The representative answered 2,500 square feet and he briefly discussed the manner in which the exterior of the home will be regulated by the covenants, conditions, and restrictions (CCRs) for this project.

Council Member Timothy A. Ball moved to approve consent items 3e and 3f.

Council Member Sarah D. Petersen SECONDED the motion.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Yes*
Council Member Brittney P. Bills	*Yes*
Council Member Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

3g. Council Member Smith asked Mr. Moffet of The Boyer Company to answer questions regarding this project; he has been supportive of this project for various reasons, but again has heard from residents about the density and potential demographics of the project. The units are fairly small and were marketed as senior living units, but there are actually a number of large families and young families moving to the project. He also addressed the amenities included in the project; there will be somewhere between 1,600 and 1,700 people living in the neighborhood and the amenities are not sufficient for that population. He asked why there is a parking lot for the park in the project when it is intended to be used by the residents of the project and not the public. Mr. Moffet stated that he understands and appreciates those concerns; he noted that the amount of open space actually exceeds the requirements of the zoning for the project; he also has the maximum number of allowed connections to the nearby trail system. He stated he feels comfortable with what has been presented in terms of amenities and open space; he would love to take the parking lot away from the internal park if the City so directs, but his plat was developed to conform with the zoning ordinance. Council Member Rodela stated she feels the parking lot is actually needed, especially for residents with young children that cannot walk the distance to the park.

Mayor Ostler reviewed the list of amenities and open space that were included in the development plan for the project and facilitated high level discussion among the Council regarding their comfort level with any adjustments or deviations from those requirements. In closing there was brief discussion regarding the impact that parking by high school students could have on the project area, with Mr. Moffet indicating that the HOA for the project will need to consider whether to prohibit non-resident parking in the project area and determine appropriate enforcement measures for any violation of a parking regulation.

Council Member Scott L. Smith MOVED that City Council approve the final plat for the Ridgeview Park subject to the following three (3) stipulations recommended by Staff:

1. *The recorded plat shall be in substantial conformance with the final plat dated July 27, 2022, except as modified by these stipulations.*
2. *The final plat and final civil engineering plans shall be reviewed and approved by the City Engineer prior to recordation.*
3. *All required public improvements shall be installed as required by the City Engineer and shown on the approved construction plans.*

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 Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

2d. Timpanogos Special Service District – *Brian Braithwaite, TSSD Board Member*

TSSD Board Member Brian Braithwaite will give a brief update concerning Timpanogos Special Service District.

Board Member Braithwaite used the aid of a PowerPoint presentation to discuss the costs of growth and improvement plans of the District; the total cost for collections projects from 2022-2029 are projected to be $252, with the costs for treatment projects projected to be $415 million. This is a total of $667 million that will be spread among new growth but will also impact existing residents. He discussed current collection at the District and discussed plans to change facilities and processes to respond to growth. Anaerobic digestion can be used to process waste and generate renewable natural gas that can be a revenue generator for the District. He presented master planning documents to identify the location of future infrastructure projects in Highland and other cities that are part of the District. He also discussed manhole and pipeline condition assessments and goals to improve the system. Finally, the District has undertaken an asset management project to inform budget decisions related to maintenance and replacement of the assets of the District.

Mayor Ostler stated that new lines in the District will be paid for by future growth through impact fees, but he asked if the expansion of existing lines will be paid for through a user fee. Mr. Braithwaite stated that if the expansion of a line is needed because of growth, the cost associated with the expansion of the line would be covered by impact fees, but the replacement of the existing line cannot be covered by impact fees. The District is in the middle of estimating what impact fees will be and what user fees will be to cover the costs detailed in the capital improvement plan.

4. PUBLIC HEARING/ORDINANCE: RIGHT-OF-WAY VACATION - BEACON HILL THE HIGHLANDS PLAT G-3 *Land Use (Legislative) – Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public hearing to consider a request by Michael and Caroline Nehren to vacate approximately 400 square feet of right-of-way along Minots Ledge Drive in the Beacon Hill the Highlands Plat G-3 subdivision. The property in question is a small sliver of land behind the sidewalk, next to the Nehren’s property. The Council will take appropriate action.

Planner and GIS Analyst Smith explained on August 1, 2017, the City Council approved the final plat for Beacon Hill the Highlands Plat G Phase 3 subdivision. Michael and Caroline Nehren have petitioned to vacate approximately 400 square feet of right-of-way along Minots Ledge Drive in the Beacon Hill the Highlands Plat G-3 subdivision. The property in question is a small sliver of land behind the sidewalk, next to the Nehren's property. Ms. Smith summarized Section 10-9a-609.5 of the Utah State Code, which describes the process for a petition to vacate a portion of a public street. Staff reviewed the petition as well as State Code and found the following:

- The way the road was constructed created a surplus of land dedicated as right-of-way in the Beacon Hill the Highlands Plat G-3 subdivision. The proposed vacation will bring the public right-of-way width to City Standard.
- Good cause exists for the vacation.
- The public interest or any person will not be materially injured by the proposed vacation.

Staff recommends the City Council hold a public hearing, accept the findings, and approve the request to vacate the proposed right-of-way with the following stipulation:

1. The applicant be responsible to hire a licensed surveyor to provide the legal description of the vacated right-of-way based upon a field survey of the existing sidewalk, curb, and gutter locations.

Council Member Smith stated he is supportive of this petition but asked how this action would differ from an action to surplus a property in one of the open space neighborhoods. Ms. Smith stated that surplus or vacated property can be deeded to the petitioning property owner; in this case, the City exacted more property than needed for the right of way and the vacation is supported by law and policy.

Council Member Ball left the meeting at 8:38 p.m.

Mayor Ostler opened public hearing at 8:40 p.m.

There were no public comments.

Mayor Ostler closed the public hearing at 8:41 p.m.

Mayor Ostler reminded the Council of the need to identify findings supporting the vacation in any motion regarding this petition.

Council Member Scott L. Smith MOVED that City Council APPROVE the ordinance that vacates the proposed right-of-way in the Beacon Hill the Highlands Plat G-3 subdivision with the finding that no material injury exists by the vacation, and good cause exists, subject to the following stipulation recommended by Staff.

1. *The applicant be responsible to hire a licensed surveyor to provide the legal description of the vacated right-of-way based upon a field survey of the existing sidewalk, curb, and gutter locations.*

Council Member Sarah D. Petersen SECONDED the motion.

The vote was recorded as follows:

Council Member Timothy A. Ball	*Absent*
Council Member Brittney P. Bills	*Yes*
Council Member Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 4:0.

5. DISCUSSION: SURF SOCCER *General City Management – Erin Wells, Interim City Administrator*

The City Council will discuss the proposal by SURF Soccer regarding the Lone Peak soccer fields. This item is being presented for discussion only. No formal action will be taken.

Interim City Administrator Wells provided an overview of the City Administration's understanding of SURF soccer's current proposal to the City; they have offered a $200,000 cash donation; improvement, maintenance, and scheduling oversight of the soccer fields for 11 years (beginning in May of 2023); and additional details of an agreement to be negotiated by both parties. City Administration needs feedback from the Council regarding these terms before proceeding to negotiation of a formal agreement. She provided current field usage data for Lone Peak fields, concluding they are heavily used and applying the City's new field rental policy to that usage would generate $6,500 per year, or $71,500 over the next 11 years. She provided a comparison of Lone Peak and Mountain Ridge Park fields, identifying total acreage, acres of field space, annual maintenance costs, and construction cost for grass and sprinklers. She encouraged dialogue between the Mayor, Council, and SURF soccer regarding their proposal in order to give feedback to Administration regarding this matter.

The Mayor and Council engaged in discussion regarding current usage of the Park, including parking availability, restroom facilities, and maintenance standards. They engaged in high level discussion with Blaine Hale of SURF soccer regarding any planned improvements they have for the fields; their maintenance standards; the layout of new fields at the Park; a buyout clause to be included in the agreement; enforcement of rental policies/rules; access to the field space by other user groups; the amount of time that field space will be open to the public without a requirement to rent. Mr. Hale stated he is concerned about other organized sports groups using the fields excessively; however, he feels this can be addressed with signage and posting of regulations before considering fencing the field spaces.

Mayor Ostler polled the Council to determine if they are supportive of the proposal to move to Lone Peak rather than Mountain Ridge Park. The Council voiced support for Administration to continue negotiations with SURF soccer on a private/public partnership for soccer fields at Lone Peak fields.

6. ACTION: SITE PLAN - HIGHLAND GROVE PLAZA *Land Use (Administrative) – Kellie Smith, Planner & GIS Analyst*

The City Council will consider a request by Jean Shoaee representing Seeg Office Highland LLC, for approval of a site plan for an office building located at approximately 10806 N 5400 W. The Council will take appropriate action.

Planner and GIS Analyst Smith explained the proposed site plan is for one office building on .395 acres (17,200 square feet) at approximately 10806 N. 5400 W. The property is designated as Mixed Use on the General Plan Land Use Map and the site is zoned Town Center Flex-Use. The property is Lot #7 in the Highland Towne Center Business Park Amended Plat C subdivision. Vehicular access to the site will be provided from North Town Center East. The site plan includes a 30' wide shared drive with the Highland City property to the south that matches the centerline and width of the access to the City Office across the Street; the plans show 23 parking stalls, one of which is a handicap stall. Hours of operation will be from 8:00 am to 5:00 pm. The maximum number of employees will be approximately 22. Noise, smoke, odor, dust, vibration, and illumination will be minimal with this use once construction is complete. She summarized staff's analysis of zoning/general plan compliance, landscaping, and utility provision. With the proposed stipulations, the site plan and architectural plan appear to meet the following findings:

- It is in conformance with the Highland City Development Code.
- It is consistent with site and architectural guidelines in the Highland City Commercial Design Standards.
- It is compatible with existing development in the Town Center Overlay.

The Planning Commission is the approval body for architectural plans in the Town Center Overlay Zone. The Planning Commission shared their support for the architectural elevations. The architectural plans included the following:

1. Building Height: 37'
2. Colors: light greys, white, brown
3. Materials: Stucco, beehive brick and natural stone, metal with walnut wood design

Staff recommends the City Council accept the findings and APPROVE the proposed site plan subject to the following stipulations:

1. Development of the site shall comply with the site plan received September 8, 2022, except as modified by these stipulations.
2. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.
3. The locations of the tree grates be adjusted to be centered with the building.
4. A cross-access easement agreement will need to be approved by the City Council and recorded on the property. The agreement must be approved by the City Council before a preconstruction meeting can be held.

Council Member Timothy A. Ball returned to the meeting at 9:11 PM.

Mayor Ostler inquired as to the location of sewer connectivity for this project, to which Ms. Smith answered sewer infrastructure is already present in the road.

Council Member Smith stated with no fence being required on 10700 South, he wondered it will be possible to prevent people from parking there. If there is no barrier, the parking lot will be used by this development. Ms. Smith stated that there is some screening included in the plan, but the intent of that was to provide a separation between residential and commercial uses, but for 10700 South, the requirement was not imposed. If problems arise, the City could require a fence or barrier. Council Member Smith stated that his only concern is that the lack of fencing will result in residents of the residential development using private parking areas. Ms. Smith then spoke to the grading issue on the property, that will likely lead to some sort of barrier in that area; the sidewalk that will abut the property will be taller than the existing grade and it will be necessary for the developer to install a retaining wall in that area.

Mayor Ostler invited input from the applicant.

Jean Shoaee, applicant, stated his building will have two attorney offices on the upper floor and two professional office units on the lower floor. The parking requirements conform with the City Code based upon the zoning ordinance; he does not foresee a parking problem at this site.

Council Member Sarah D. Petersen MOVED that the City Council accept the findings and approve the site plan for Highland Grove Plaza subject to the following four (4) stipulations recommended by Staff.

1. *Development of the site shall comply with the site plan received September 8, 2022, except as modified by these stipulations.*
2. *Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.*
3. *The locations of the tree grates be adjusted to be centered with the building.*

4. *A cross-access easement agreement will need to be approved by the City Council and recorded on the property. The agreement must be approved by the City Council before a preconstruction meeting can be held.*

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 Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed 5:0.

7. ORDINANCE: OPEN BURN AND RECREATIONAL FIRE REGULATIONS

Municipal Code Update (Legislative) – Rob Patterson, City Attorney

The City Council will hold a public meeting to consider an amendment to two sections to the Municipal Code related to open burning and recreational fires. The Council will take appropriate action.

City Attorney Patterson explained on July 20, 2021, the City Council adopted Ordinance 2021-17, which updated the City's municipal code regarding fire code and open burning restrictions to require compliance with state laws and regulations. Currently, the City's code provides that fires and open burns are permitted everywhere in the city, subject only to the state Department of Environmental Quality regulations on timing of open burns. Under those regulations, open burns require a permit, require that the clearing index, which looks at air quality and wind speed, is 500 or greater, and open burns are restricted to between March 30 to May 30 and September 15 to October 30. Under Utah Code § 15A-5-202.5, the City Council can regulate all ignition sources and fires within or adjacent to certain hazardous or sensitive conditions, such as near waterways, grass-covered areas, and mountainous areas. These regulations can exceed the DEQ limitations, such as by limiting fires in those areas at all times. The City has regulated the use of fireworks within these areas. However, the City has not always directly regulated other types of ignition sources or fires within these sensitive and hazardous areas, such as open burns of weeds or other debris. Further, the City Code that regulates activities within public parks, trails, open space, and other public property does not address whether fires are permitted or not. The City has recently received questions about having private barbeques and other similar activities within City parks. The proposed ordinance would update City Municipal Code § 8.04.130 to clarify that open burning is restricted in all the same areas that fireworks are restricted in, regardless of whether the open burn is permitted under state DEQ regulations. The amendment would also add a definition of "recreational fires" that is consistent with DEQ regulations. A recreational fire is a 3-foot diameter by 2-foot-high fire that is not used to dispose of materials, and recreational fires must be monitored with a method of extinguishment and kept a minimum distance away from structures and combustible materials. Finally, the proposed ordinance clarifies that no fires, including recreational fires and open fires, are permitted in city parks and other city property unless the city specifically authorizes the fire or they are using a city-installed barbeque or fire pit, subject to the rules on recreational fires. He concluded staff recommends that the City Council review and adopt the proposed ordinance; this action is not expected to have an impact on the City's budget.

Council Member Ball asked if this policy helps provide a level of protection for the City in association with any fire on City property. Mr. Patterson answered yes; it also applies to fireworks and someone who may bring their own grill to a City park.

The Council engaged in high-level philosophical discussion regarding the responsibility a private citizen could potentially have for damages caused by a recreational fire; they also discussed the City's ability to enforce the regulations included in the proposed ordinance.

Council Member Rodela asked if the proposed ordinance will have an effect on large agricultural burns in the City. Mr. Patterson stated that agricultural burns are regulated by the State of Utah and the City has not undertaken any regulation or enforcement of agricultural burns.

Fire Chief Patten then briefly discussed fire events that regularly occur in the City, typically in the fall months; he regularly responds to calls of unattended fires or people who are burning without permits. He stated that open burns have the same level of risk as fireworks, and it is important to implement reasonable regulations.

Council Member Kim Rodela MOVED that City Council adopt and approve the Ordinance Amending Sections 8.03.130 and 12.24.030 of the Highland City Municipal Code Related to Regulation of Open Burning and Recreational Fires.

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 Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*No*

The motion passed 4:1.

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. FY2022 General Fund Revenue Estimate – *Tyler Bahr, Finance Director*

Finance Director Bahr explained the General Fund Fiscal Year (FY) 2022 estimated revenue is $1.7 million, minus building revenues ($1.05 million), for a total of $650,000. Closeout of the FY22 budget should be completed in September or October and the external audit of the FY22 budget will be completed by the end of December. The audit report will be provided to the Council in January of 2023. The next steps for the City include assessing costs that can reasonably be allocated to building inspection and development and validate building related costs and allocations with the City's external auditor.

b. Funding for Police Cars – *Tyler Bahr, Finance Director*

Finance Director Bahr reported the Lone Peak Public Safety District (LPPSD) Board voted to purchase four (4) police vehicles funded by Highland & Alpine, rather than purchase lease through conventional lenders. Cities can charge lower interest rate than conventional lender, but it must be at least the return available through Public Treasurer's Investment Fund (PTIF). Interest savings associated with this transaction are estimated at $15,000 over five years and Highland's portion of funding is $132,000. This assumes availability of funds and ability to defer a return over the five-year period. Staff is looking for feedback from the Council tonight in order to develop an agreement as an action item for the Council in a future meeting.

Mayor Ostler inquired as to the funding source for the $132,000, to which Mr. Bahr answered the General Fund. Council Member Smith asked why this was not discussed three months ago before the City Council adopted the City's budget and at the same time that the Council was discussing the increase to the public safety fee. Mr. Bahr stated that it actually was included in the budget. Mayor Ostler stated this arose because one of the LPPSD Board Members from Alpine City suggested utilizing General Fund monies rather than borrowing through a conventional lender. The District will repay the cities with interest. Council Member Smith stated he does not think the City's General Fund should be used as a 'piggy bank'.

Council Member Rodela asked if the vehicles would be kept longer if they are purchased rather than leased. Mr. Bahr answered no; the District keeps vehicles for five years, at which point they typically have 130,000 miles.

Mayor Ostler stated that the Council is not required to agree to the arrangement; if the Council prefers to pursue traditional lending for the vehicle purchase, they can so direct. Council Member Ball stated it seems that there may be better uses of the City's General Fund monies; the return on the investment is not significant. All other Council Members agreed.

c. ACH Payments – *Tyler Bahr, Finance Director*

Finance Director Bahr reported that Eagle Mountain was recently a victim of cybercrime with a reported loss of $1.13 million. A contractor who worked with the City had their email network compromised and cyber criminals were able to redirect ACH funds to a fraudulent account. Highland City contacted the Utah Local Government's Trust to determine how this happened and how to prevent it from happening in Highland. He discussed best practices for preventing cybercrimes. The Mayor and City Council thanked Mr. Bahr for looking into this issue and for helping the City be prepared.

d. Sewer Fee – *Andy Spencer, City Engineer/Public Works Director*

Public Works Director/City Engineer Spencer explained a resident recently requested a second sewer lateral for an accessory structure. According to the City's current policy, the resident would be required to pay impact fees for the connection. The City and Sewer District talked about the issue and the District indicated they would not charge the impact fee if the lot cannot be subdivided in the future. Staff recommends that the City consider charging a connection fee, which would be less than the impact fee; the suggested connection fee is $300.

The Mayor and Council briefly discussed potential unintended consequences of waiving an impact fee for this type of connection, especially for future accessory dwelling units that could be built in the City. The Council communicated they believe it makes sense to waive the impact fee in this instance, but a broader policy may be necessary to address different types of situations. For the issue at hand, however, the Council indicated they are leaning towards not charging the impact fee for the accessory building and create a sewer connection fee to charge in lieu of an impact fee.

e. Fence Materials – *Kellie Smith, Planner & GIS Analyst*

Planner and GIS Analyst Smith explained that the Highland City Code currently permits vinyl, wood, wrought iron, and precast concrete fencing materials. It prohibits chain link. However, since the most recent adjustment to the City Code, staff has received applications for other fencing types and she presented photographic examples of some, including gabion, hog/horse wire, steel cable, and plain concrete.

The Mayor polled the Council regarding their feelings about whether the materials presented by Ms. Smith should be permitted or prohibited. The Council indicated they feel gabion should be prohibited; for hog/horse wire, the Council was supportive of allowing it for animal enclosures, and possibly for regular fencing. Relative to steel cable fencing, the Council was interested in considering allowing it. Finally, for plain concrete, a majority of the Council expressed support.

Ms. Smith stated the Council's recommendations will be forwarded to the Planning Commission for a formal recommendation of an ordinance amendment.

f. Future Meetings/City Events

- September 27, Planning Commission Meeting, 7:00 pm, City Hall
- October 4, City Council Meeting, 7:00 pm, City Hall
- October 12, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- October 18, Work Session & City Council Meeting, 6:00 pm, City Hall
- October 20, Mountain Ridge Park Donor Reception, TBA, Alpine Country Club
- October 25, Planning Commission Meeting, 7:00 pm, City Hall

9. CLOSED SESSION

The City Council may recess to convene in a closed session to discuss items, as provided by Utah Code Annotated §52-4-205.

At 10:32 pm Council Member Timothy A. Ball MOVED that the City Council recess to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, as provided by Utah Code Annotated §52-4-205.

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 Sarah D. Petersen	*Yes*
Council Member Kim Rodela	*Yes*
Council Member Scott L. Smith	*Yes*

The motion passed unanimously.

Council Member Scott L. Smith MOVED to adjourn the CLOSED SESSION and Council Member Kim Rodela SECONDED the motion. All voted in favor and the motion passed unanimously. All voted in favor and the motion passed unanimously.

The CLOSED SESSION adjourned at 11:35 pm.

ADJOURNMENT

Council Member Kim Rodela MOVED to adjourn the regular meeting and Council Member Sarah D. Petersen SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 11:35 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 September 20, 2022. This document constitutes the official minutes for the Highland City Council Meeting.

Stephannie Cottle
City Recorder

Welcome to the Highland City Council Meeting

September 20, 2022

HIGHLAND CITY

1

Please sign the attendance sheet and fill out a comment card if you wish to speak to the Council

HIGHLAND CITY

2

HIGHLAND CITY

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler
Invocation – Council Member Scott L. Smith
Pledge of Allegiance – Council Member Sarah D. Petersen

3

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 clearly.
- Limit your comments to three (3) minutes.

4

HIGHLAND CITY

PRESENTATIONS

a. Constitution Week Proclamation– *Mayor Kurt Ostler*
b. Arts Council – *Shauna Larsen, Director*
c. Highland Fling – *Miranda Doman, Civic Events Coordinator*
d. Timpanogos Special Service District – *Brian Braithwaite, TSSD Board Member*

5

Timpanogos SSD
Clean Water

HIGHLAND CITY UPDATE
2022

6

GROWTH & IMPROVEMENT PLAN
2022 - 2029

Project	Cost
Collections	$252 Million
Treatment	$415 Million

Total = $667Million

7

TODAY
HOW MUCH ARE WE TALKING ABOUT

	Monthly Max Flow (ton/day)	Trucks/Day
2020	194.5	5
2030	229.7	6

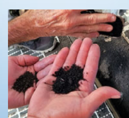
- $ 3 million/yr trucking costs

8

FUTURE
HOW MUCH ARE WE TALKING ABOUT

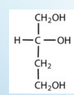
Thermal Dryer Design Criteria

	Dewatered Biosolids		100% Thermal Dryer		100% Compost	
	Monthly Max Flow (ton/day)	Trucks/Day	92% (ton/day)	Trucks/Day	Mixed (ton/day)	Trucks/Day
2020	194.5	5	29.6	1	374	0
2030	229.7	6	35.0	1	442	0
2030	148.6	4	25.8	1	286	0
2040	187.5	5	32.6	1	361	0


9

PHASE 1 – RESOURCE AND REVENUE RECOVERY



Aerobic path (existing and futu

Carbon + Oxygen (energy input) = Water + Carbon Dioxide + Biomass

Energy required from blowers

Anaerobic path (future)

Methane gas production – CH_4

Energy produced "RNG" = Renewable Natural Gas

"Carbon" Generic term for molecules such as carbohydrates in the wastewater that contain carbon atoms. Measured at TSSD as:

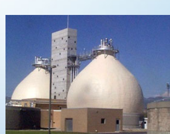
COD – Chemical Oxygen Demand
BOD – Biochemical Oxygen Demand
VSS – Volatile Suspended Solids

TSSD WRF 2020 MP Phase 1 CIP

10

MP-1.3 ANAEROBIC DIGESTION

- 2 @ 2.25 MG DIGESTERS
- FUTURE BUILDOUT- 2 ADDITIONAL DIGESTERS
- EGG-SHAPED STEEL TANKS
- IDEALIZED SHAPE FOR EFFICIENT DIGESTION
- CENTRAL VALLEY- SINCE ~2000
- HIGHER INITIAL COST, LOWER O&M
- STORAGE TANK- ~900K GALLONS
- BUFFER VOLUME FOR DEWATERING FEED
- POTENTIAL USE AS BACKUP DIGESTER
- WILL INCLUDE ADDITIONAL EQUIPMENT SUCH AS MIXERS, HEAT EXCHANGERS, BOILERS

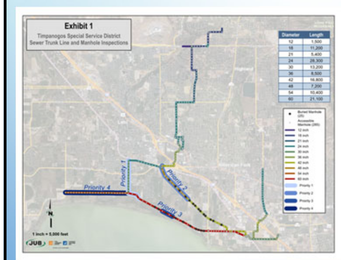


11

MASTER PLAN PHASE 1: 2020 - 2035

12

MANHOLE AND PIPELINE CONDITION ASSESSMENTS



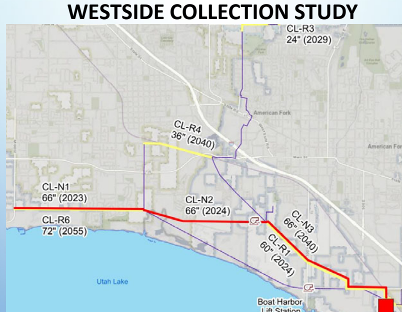
Project Goals:
- Baseline condition assessment of existing TSSD infrastructure
- Video all accessible TSSD sewer lines (30" and larger), NASSCO Level 2 PACP inspections
- 360-degree manhole images and H_2S measurements for all accessible manholes, MACP coding
- Incorporate data into District's GIS Asset Management System

13

CONTRACTOR INSPECTIONS

14

WESTSIDE COLLECTION STUDY



15

ASSET MANAGEMENT PROJECT PHASE I REPORT

2018

LIFECYCLE STUDY REVEALED THAT TSSD WILL NEED TO BUDGET $10,000,000/YEAR IN CIP/REPLACEMENTS.

16

CONSENT ITEMS *(5 minutes)*

3a. Approval of Meeting Minutes: August 2, 2022 *General City Management*

3b. Contract: Legislative Executive Consulting, LLC *General City Management*

3c. Agreement: Metropolitan Water District of Salt Lake & Sandy and Aberlour Development, LLC, and Highland City *Land Use (Administrative)*

17

CONSENT ITEMS *(5 minutes)*

3d. Resolution/Agreement: Utah County Community Development Block Grant Program Interlocal Agreement Amendment *General City Management*

3e. Action: Final Plat – Ridgeview Plat I *Land Use (Administrative)*

3f. Action: Final Plat – Ridgeview Plat J *Land Use (Administrative)*

3g. Action: Final Plat – Ridgeview Park *Land Use (Administrative)*

18

RIGHT OF WAY VACATION – BEACON HILL THE HIGHLANDS PLAT G-3 *Land Use (Legislative)*

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

19

Prior Council Direction

- Beacon Hill the Highlands Plat G Phase 3 approved by City Council August 1, 2017

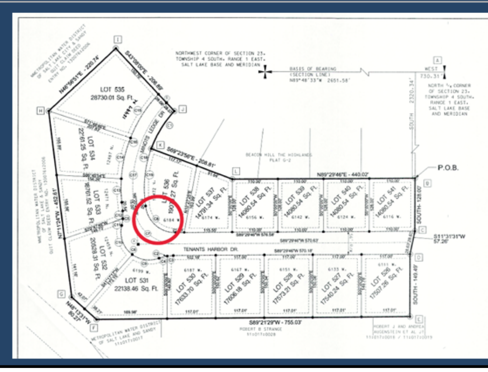
20

Vicinity Map

Approx. 400 sq ft.

21

Final Plat



22

Background

10-9a-609.5 Utah State Code

a) good cause exists for the vacation; and
b) Neither the public interest nor any person will be materially injured by the vacation.

23

Citizen Participation

- Sign posted September 12, 2022
- 16 signatures from property owners within the 300' radius
- Notice mailed to property owners within 300'
- Public Hearing notices posted:
  - State website
  - City website
  - 3 public places

24

Staff Recommendation

Staff recommends the City Council hold a public hearing, accept the findings, and APPROVE the request to vacate the proposed right-of-way with the following stipulation:

1. The applicant be responsible to hire a licensed surveyor to provide the legal description of the vacated right-of-way based upon a field survey of the existing sidewalk, curb, and gutter locations.

25

Motion to Approve

I move that City Council APPROVE the ordinance that vacates the proposed right-of-way in the Beacon Hill The Highlands Plat G-3 subdivision subject to the stipulation recommended by Staff.

26

HIGHLAND CITY

SURF SOCCER

General City Management

Item 5 – Discussion
Presented by – Erin Wells
Interim City Administrator

27

SURF Proposal Overview

- $200,000 cash donation
- SURF improves, maintains, and schedules Lone Peak fields for 11 years
  - Beginning May 2023
- Details to be worked out

28

2022 Field Usage at Lone Peak

- March thru May (Lone Peak Soccer and Lacrosse)
  - 3:00-7:00 PM, 5 days a week
- August thru October (North Utah County Soccer)
  - 5:30-7:30, 5 days a week
  - 8:30-5:30 on Saturdays
- 2019 – Cedar Hills Flag Football
- $6,500 – Annual Estimated Rental Income
  - $71,500 over 11 years

29

Field Information

Estimates	Lone Peak Fields	Mountain Ridge Park Fields
Acres of Grass	7	5.5
Acres of Field Space	4	3
Annual Maintenance Costs	$18,300	$14,400
Maintenance Costs over 11 years	$201,300	$158,400
Construction Cost for Grass and Sprinklers	--	$480,000

30

Questions for Council

- Are you comfortable with the general idea?
- What specific information do you need to make a final decision?

31

HIGHLAND CITY

SITE PLAN – HIGHLAND GROVE PLAZA *Land Use (Administrative)*

Item 6 – Action

Presented by – Kellie Smith
Planner & GIS Analyst

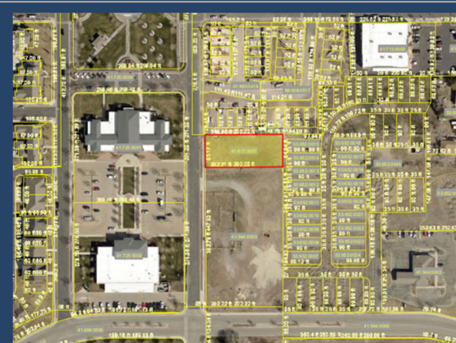
32

Prior Council Direction

None. This is the first time this item has been brought to City Council.

33

Vicinity Map



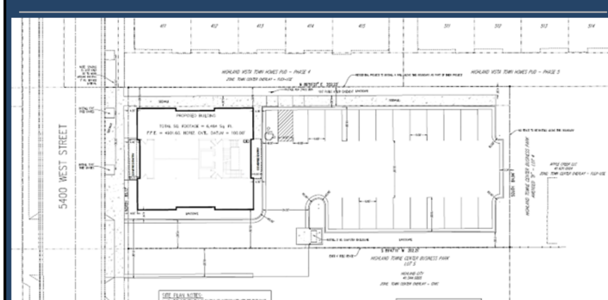
34

Background

- Recorded subdivision - Highland Towne Center Business Park Amended Plat C Lot #7
- General Plan Land Use – Mixed Use
- Zoning – Town Center Flex Use

35

Proposed Site Plan



36

Access & Parking

- 3.5 stalls required per 1,000 sq ft; 6,484 sq ft which requires a minimum of 23 stalls
- 30'-wide shared access; center line on property line

37

Landscape Plan

38

Landscaping

- The landscaping percentage is 17.9% (15% minimum)
- The wide sidewalk and tree grates will continue from the north (stipulation to center them)
- No screen walls

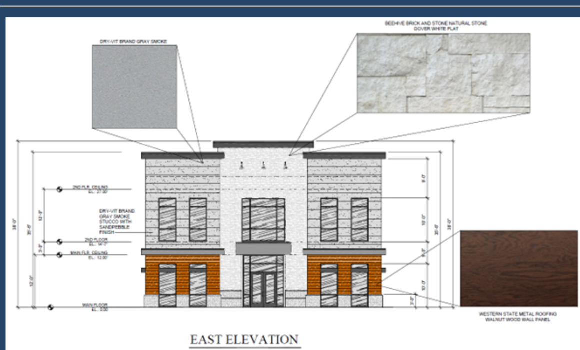
39

Planning Commission Action & Recommendation

- Architectural Plan – Approved 6:0
- Site Plan – Recommended Approval 6:0 with stipulations:
  1. Development of the site shall comply with the site plan received August 23, 2022 except as modified by these stipulations.
  2. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.
  3. The landscaping plan be updated to reflect the site plan of the building fronting N Town Center East. *updated*
  4. The site plan must include the continuation of the wider sidewalk and tree grates along N Town Center East. *updated*

40

Elevation - East



41

Elevation - West

42

Elevation - North

43

Elevation - South

44

Staff Recommendation

Staff recommends the City Council accept the findings and APPROVE the proposed site plan subject to the following stipulations:

1. Development of the site shall comply with the site plan received September 8, 2022 except as modified by these stipulations.
2. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.
3. The locations of the tree grates be adjusted to be centered with the building.
4. A cross-access easement agreement will need to be approved by the City Council and recorded on the property. The agreement must be approved by the City Council before a preconstruction meeting can be held.

45

Motion to Approve

I move that City Council accept the findings and APPROVE the site plan for Highland Grove Plaza subject to the four (4) stipulations recommended by Staff.

46

MUNICIPAL CODE AMENDMENT ON OPEN BURNING AND RECREATIONAL FIRES
LEGISLATIVE

Item 7 – Action
Presented by – Rob Patterson
City Attorney

47

Background

- Open Burns/Open Burning
  - Large fires used to dispose of weeds, yard debris, etc.
- Recreational Burns/Fires
  - Small fires (3-ft diameter by 2-ft height) for recreation, cooking, BBQ, etc.

48

Background

- 2017 – Council adopts open burn ban in connection with regulation on fireworks
- 2018 – Council revokes open burn ban
- July 20, 2021 – Council adopts Ordinance 2021-17, updating City code to match state regulations on fire code and open burning.
- Currently, there are no city-specific rules on open burns or other fires other than restrictions on fireworks.

49

State Regulations

- Under state regulation, open burns are allowed anywhere in Utah County between March 30 and May 30, and September 15 to October 30, subject to air quality
- Recreational fires always permitted, subject to rules on size, monitoring, and clearance
- Under state law, Cities can regulate "any ignition source," such as fireworks and open burns, in certain sensitive/hazardous areas

50

Current City Regulations

- Year-round restrictions on fireworks in sensitive/hazardous areas
- No restriction on open burns in same areas
  - Open burn season opened September 15
- City code and policies do not specifically address fires, such as BBQ, within City-owned property, such as parks, trails, and open space
- Current practice is to prohibit fires on City property

51

Proposed Amendment Summary

- Allow Council to set regulations on open burns; default rule that open burns are restricted in the same areas that fireworks are
- Exempt recreational fires from open burn regulations, but impose size, monitoring, and clearance restrictions per state regulations
- Prohibit all fires in or on City property, including parks and trails, except in City-installed fire/BBQ pits and grills

52

Proposed Code Amendments

- **8.04.130 Open Burning**

A. No person shall set or use an open outdoor fire, or burn, dispose of, or salvage any material through open burning, except in conformity with this section and the rules, standards, and permits administered by the Utah Department of Environmental Quality or other applicable agency.

B. The city council may adopt by resolution restrictions on the location and timing of any open burn. Unless otherwise specified, open burns shall be prohibited in any area and at any time that fireworks and similar ignition sources are prohibited.

53

Proposed Code Amendments

- **8.04.130 Open Burning**

C. Recreational fires are not subject to the restrictions on open burning. Recreational fires are fires that do not exceed 3 feet in diameter by 2 feet in height and are not used to dispose of or salvage materials.

D. Any person who sets a recreational fire shall monitor and attend the fire at all times until fully extinguished, have a method of extinguishment readily available, and provide adequate clearance between the fire and other structures or combustible materials. For uncontained fires, the minimum clearance distance is 25 feet. For fires contained in improved barbeque pits or portable outdoor fireplaces with spark arresting covers, the minimum clearance distance is 15 feet. For gas fire pits, the minimum clearance distance is 10 feet.

54

Proposed Code Amendments

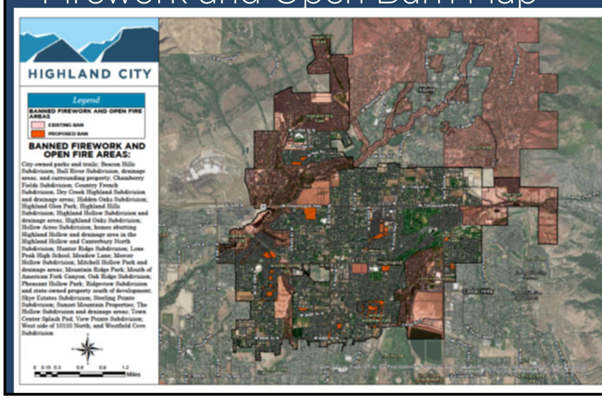
- **12.24.030 Unlawful Activity**

…

C. Unless otherwise authorized by the City in writing, it is unlawful to set, ignite, or use a fire, explosive, or other ignition source, including open burning and private recreational fires, on or within any public park, public trail, or other public property, except for recreational fires within barbeque grills, fire pits, and similar improved and designated receptacles that are authorized, installed, and maintained by the City. All such recreational fires are subject to section 8.04.130.

55

Firework and Open Burn Map



56

Motion to Approve

I move that City Council APPROVE and ADOPT the Ordinance amending Sections 8.03.130 and 12.24.030 of the Highland City Municipal Code related to regulation of open burning and recreational fires.

57

Motion to Reject

I move that City Council REJECT the Ordinance amending Sections 8.03.130 and 12.24.030 of the Highland City Municipal Code related to regulation of open burning and recreational fires.

58

HIGHLAND CITY

FY2022 GENERAL FUND REVENUE ESTIMATE

Item 8a - Communication

Presented by – Tyler Bahr
Finance Director

59

Timeline

- Provide estimate of FY22 net General Fund revenue in September
- Close out FY22 – September/October
- Complete external audit by end of December
- Audit report to Council in January

60

FY2022 Estimated Net Revenue (General Fund)

Estimated net revenue after close-out	$1.7MM
Estimated transfer to Building Capital – net Building revenue	($1.05MM)
Estimated net revenue	$650K

61

Next Steps

- Assess costs that can reasonably be allocated to building inspection & development
- Validate building-related costs & allocations with external auditor

62

Questions?

Thank you!

63

FUNDING FOR POLICE CARS

Item 8b - Communication
Presented by – Tyler Bahr
Finance Director

64

Background

- LPPSD Board voted to purchase four (4) police vehicles funded by Highland & Alpine, rather than purchase lease through conventional lenders
- Cities can charge lower interest rate than conventional lender – must be at least the return available through Public Treasurer's Investment Fund (PTIF)

65

Background

- Interest savings to the District estimated at $15K over five (5) years
- Highland's portion of funding = $132K*

**Assumes availability of funds & ability to defer return over five-year period*

66

Next Steps

- Receive feedback from Council tonight
- Consider the agreement as an action item in the following Council meeting

67

Questions?

Thank you!

68

HIGHLAND CITY

ACH PAYMENTS

Item 8c - Communication

Presented by – Tyler Bahr
Finance Director

69

Background

- Eagle Mountain was victim of cybercrime reported with a loss of $1.13M
- Contractor's email network compromised & ACH redirected to a fraudulent account
- Highland staff contacted Utah Local Governments Trust – insurance provider for both Highland & Eagle Mountain

70

Best Practices

City adheres to the following:

- Annual security training & testing
- Constant monitoring by IT
- Insurance coverage ($2MM)
- Limited use of out-going ACH payments
- Phone verification of change requests

71

Questions?

Thank you!

72

SEWER FEE

Item 8d - Communication
Presented by – Andy Spencer
City Engineer/Public Works Director

73

FENCE MATERIALS

Item 8e - Communication
Presented by – Kellie Smith
Planner & GIS Analyst

74

Fence Materials

- Permitted: Vinyl, wood, wrought iron, precast concrete
- Prohibited: Chain link

75

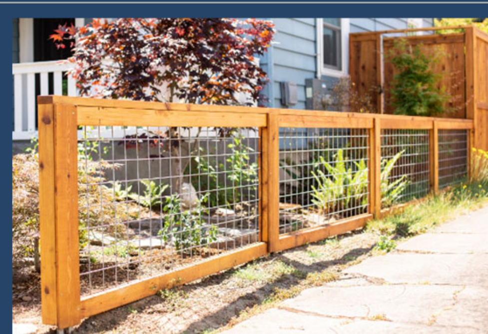
Gabion

76

Gabion

77

Hog/Horsewire

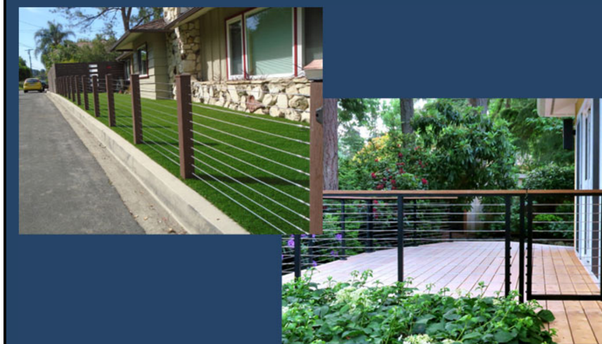


78

Hog/Horsewire

79

Steel Cable



80

Plain Concrete

81

HIGHLAND CITY

FUTURE MEETINGS

- September 27, Planning Commission Meeting, 7:00 pm, City Hall
- October 4, City Council Meeting, 7:00 pm, City Hall
- October 12, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- October 18, Work Session & City Council Meeting, 6:00 pm, City Hall
- October 20, Mountain Ridge Park Donor Reception, TBA, Alpine Country Club
- October 25, Planning Commission Meeting, 7:00 pm, City Hall

Item 8f - Communication

82

HIGHLAND CITY

CLOSED SESSION

I move that the City Council recess to convene in a closed session to discuss: *Please state the reason(s)*

- the character, professional competence, or physical or mental health of an individual,
- pending or reasonably imminent litigation,
- the purchase, exchange, or lease of real property,

as provided by Utah Code Annotated §52-4-205.

83

HIGHLAND CITY

CLOSED SESSION

The Highland City Council has recessed the regular City Council meeting to convene in a closed session to discuss items, as provided by Utah Code Annotated §52-4-205.

The regular City Council meeting will adjourn immediately following the ending of the closed session.

84

2022 Highland Fling Summary with Projections

EVENT	Projected Expense	Actual Expense	Difference	Projected Revenue	Actual Revenue	Difference
Marketing	$ 500.00	$ -	$ 500.00	$ -	$ -	$ -
Newsletter insert	$ 1,000.00	$ 982.29	$ 17.71	$ -	$ -	$ -
Sponsorships/Magazine	$ 10,000.00	$ 10,299.41	$ (299.41)	$ 17,000.00	$ 18,450.00	$ (1,450.00)
Kick-off	$ 500.00	$ 439.99	$ 60.01	$ -	$ -	$ -
Baby Celebration	$ 300.00	$ 232.23	$ 67.77	$ 200.00	$ 130.00	$ 70.00
Service Projects	$ -	$ 43.80	$ (43.80)	$ -	$ -	$ -
Horseshoe Tournament	$ 50.00	$ 70.73	$ (20.73)	$ -	$ -	$ -
Backyard Garden Tours	$ 50.00	$ 34.41	$ 15.59	$ -	$ -	$ -
Play Day Rodeo	$ 350.00	$ -	$ 350.00	$ 350.00	$ 313.00	$ 37.00
Highland Games	$ -	$ -	$ -	$ -	$ -	$ -
Disc Golf	$ 4,000.00	$ 4,539.61	$ (539.61)	$ 4,000.00	$ 5,794.00	$ (1,794.00)
Teen Night	$ 550.00	$ 761.51	$ (211.51)	$ -	$ -	$ -
Vendors/Generator Rental	$ 2,500.00	$ 802.58	$ 1,697.42	$ 4,500.00	$ 6,050.00	$ (1,550.00)
Entertainment Stage	$ 10,000.00	$ 10,140.00	$ (140.00)	$ -	$ -	$ -
Parade	$ 600.00	$ 600.00	$ -	$ 1,600.00	$ 1,425.00	$ 175.00
Kid's Zone	$ 9,500.00	$ 4,941.25	$ 4,558.75	$ 7,000.00	$ 4,370.00	$ 2,630.00
Fireworks	$ 12,500.00	$ 12,000.00	$ 500.00	$ -	$ -	$ -
Banners/shirts	$ 2,500.00	$ 1,689.71	$ 810.29	$ -	$ -	$ -
Barricades	$ 600.00	$ 440.00	$ 160.00	$ -	$ -	$ -
Restrooms	$ 1,500.00	$ 1,230.00	$ 270.00	$ -	$ -	$ -
Volunteer & staff supplies	$ 500.00	$ 143.07	$ 356.93	$ -	$ -	$ -
Fling Buck Reimbursement	$ 500.00	$ 494.00	$ 6.00	$ -	$ -	$ -
Grand Marshal trophy	$ 100.00	$ 86.49	$ 13.51	$ -	$ -	$ -
Prizes, swag cups, parade candy, etc	$ 500.00	$ 698.03	$ (198.03)	$ -	$ -	$ -
Mass Gathering Permit	$ 150.00	$ 150.00	$ -	$ -	$ -	$ -
	$ 58,750.00	**$ 50,819.11**	**$ 7,930.89**	**$ 34,650.00**	**$ 36,532.00**	**$ (1,882.00)**

Overall Expense	**$ 14,287.11**

INCOME

Income	Amnt	Notes
Sponsorships	$ 18,450.00	See block
Disc Golf	$ 5,794.00	Stride
Baby Celebration	$ 130.00	13 kids
Play Day Rodeo	$ 210.00	Stride
	$ 103.00	Cash
Kids Zone	$ 4,090.00	Stride (Wristbands)
	$ 280.00	Xpress (Tickets)
Food Vendors	$ 2,050.00	Xpress
Other vendors	$ 4,000.00	Xpress
Parade entries	$ 1,425.00	Stride
Total	**$ 36,532.00**	

Parade Registrations per Stride Events	Amnt
Commercial (Non-Highland) ($200)	6
Commercial (Highland) ($100)	8
Non-Resident ($100)	1
Politician ($25)	3
Sports teams & Cheer squads ($25)	4
Non Parade (handing promotional) ($25)	2
Highland Resident, Non Profit, Government ($0)	22
Total Parade Revenue	**$ 1,425.00**

Disc Golf Registration per Stride Events	Amnt
Registered & purchased discs ($35)	160
Registered w/o discs ($15)	13
Total	**$ 5,794.00**

Sponsors	Amnt
Central Bank	$ 4,000.00
Highland Hideaway Storage	$ 2,500.00
Waste Management	$ 2,500.00
Rocky Mountain Power	$ 2,000.00
Harris Ortho	$ 1,500.00
Burt Brothers	$ 1,500.00
TF Point S	$ 1,500.00
Altabank	$ 1,000.00
Harts	$ 750.00
Allreds Ace Hardware	$ 500.00
Jiffy Lube	$ 350.00
The Painted Daisy	
Texas Roadhouse Lehi	
Chick -Fil-A	
Wicked Audio	
Doterra	
Rad Swim (ad only)	$ 350.00
Sponsor Total	**$ 18,450.00**

Food Vendors	Amnt
Gavin Concession	$ 400.00
Pacific Island Grill	$ 300.00
San Diablo Churro	$ 200.00
District Thai	$ 200.00
Leilani	$ 175.00
Jurassic Taco	$ 150.00
Worlds Best Corndogs	$ 150.00
Cupbop	$ 150.00
The Scoop	$ 150.00
Carmel Apple Co.	$ 150.00
Kona	$ 25.00
Total	**$ 2,050.00**

Non-food vendors
$ 200.00
$ 200.00
$ 125.00
$ 125.00
$ 125.00
$ 125.00
$ 125.00
$ 100.00
$ 100.00
$ 100.00
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$ 25.00
$ 25.00
$ 25.00
$ 25.00
$ 4,000.00

Rodeo (Stride)
$ 108.00
$ 75.00
$ 27.00
$ 210.00

Rodeo (Cash)
$ 103.00

Actual Expenses

	Budgeted	Spent	Vendor
Marketing	$ 500.00	$ -	N/A
Banners			
Newsletter insert	$ 1,000.00	$ 982.29	Upper Case printing
Sponsorships/Magazine	$ 10,000.00		
Printing		$ 7,521.49	North Star Printing
Postage/mailing		$ 1,970.42	Freedom Mailing
Graphic design		$ 807.50	Amy Castillo
Kick-off	$ 500.00		
Ice-cream		$ 195.95	BYU Creamery
Decorations/other		$ 9.38	Dollar Tree
More Ice-cream		$ 88.56	BYU Creamery
Ice-cream scoops		$ 5.36	Dollar Tree
Spoons		$ 10.25	Walmart
Ice Cream Cups		$ 107.14	Amazon
Macey's Ice Cream		$ 23.35	Maceys
Service Project	$ -	$ 43.80	Walmart (clips for looms)
Baby Celebration	$ 300.00		
Gift bags		$ 128.92	Target/Hobby Lobby/Oriental Trading
Refreshments		$ 44.83	Meiers
Decorations		$ 58.48	Amazon/Avery
Horseshoe Tournament	$ 50.00		
Trophies		$ 70.73	McGees
Backyard Garden Tours	$ 50.00		
Refreshments		$ 34.41	Walmart
Play Day Rodeo	$ 350.00		
Prizes		$ -	Swag cups
Judges		$ -	
Highland Games	$ -		
Disc Golf	$ 4,000.00		
Discs		$ 4,336.23	Dynamic Discs
Postage		$ 54.15	UPS
Prizes		$ 92.20	Amazon
Reimbursement		$ 57.03	Canyon Copy, Amazon
Teen Night	$ 550.00		
Movie Screen Rental		$ 330.00	Canyon Party Rental
Licensing		$ 326.00	Swank
Popcorn & Snowcones		$ 105.51	popcorn -$35, bags $6.41
Rentals for electricity for vendors & stage	$ 2,500.00		
generator, spider boxes		$ 664.91	Herc
Light tower		$ 137.67	Herc
Entertainment Stage	$ 10,000.00		
Stage rental		$ 1,190.00	Lehi
Sound		$ 4,750.00	Swiss Mix -Mark Christianson
Magician		$ 500.00	Scott Chamberlain
Reptile Show		$ 200.00	Reptile Adventures
Headliner Band		$ 3,500.00	Greenlight Booking
Parade			
Pipe band	$ 600.00	$ 600.00	Utah Pipe Band
Grand Marshal Award	$ 100.00	$ 86.49	Awards.com
Kid's Zone			
Ride rental	$ 9,500.00	$ 4,941.25	Air City Bounce
Fireworks	$ 12,500.00		
Fireworks display		$ 12,000.00	Dragon Dynamite Displays
Banners/shirts	$ 2,500.00		
Volunteer shirts		$ 833.00	CPS Graphix

Council/Mayor shirts		$ 145.95	CPS Graphix
Director/Asst shirts		$ 116.76	CPS Graphix
Saturday banners		$ 594.00	CPS Graphix
Barricades	$ 600.00	$ 440.00	Utah Barricade
Mass Gathering Permit	$ 150.00	$ 150.00	Utah County Health Dpt
Restrooms	$ 1,500.00	$ 1,230.00	United Site Services
Fling Bucks Reimbursment	$ 500.00	$ 494.00	N/A
Parade Candy/Swag Cups	$ 500.00		
Swag cups		$ 256.26	4imprint
Parade Candy/Swag Cup stuffer		$ 441.77	Fun Express
Volunteer & staff supplies	$ 500.00		
PW Thank you		$ 78.07	Meiers
Gatorade		$ 65.00	Sams Club
	$ 58,750.00	**$ 50,819.11**	
	BUDGETED	ACTUAL	

ARTS

Art Council Events for 2022

Highland Fling Art Exhibit and Sale in August- Shauna Holt Larson, Elaine Roundy, Linda Littlefield

After School Art Club-Linda Littlefield

Quilt Guild-Carol Hadlock

TSO Weekly plus 4 Concerts- John Pew Clarinet Group on Thurs before TSO Scott Smith

Highland Childrens Choir Weekly plus 2 concerts-KerriLynn Lenhart

Adult Choir Weekly plus 2 concerts-Cathy Jolley/Brenda Thurgood

Bell Choir Weekly plus 2 Concerts-Paige Eriksen

Clarinet Group Weekly-Scott Smith

Watercolor Classes Weekly-Rachelle Levingston

Friends of Art Monthly-Shauna and Linda Littlefield

Senior Support Group Monthly-Shauna and Markay Funk

Easter Egg Hunt April-Carol Hadlock

Christmas Event In December-Carol Hadlock

Annual Craft Fair In November-Shauna and Linda Littlefield

Crochet Class Weekly-Kelly Gummow

Shakespheare Workshop In January-Ellen Burns

Youth Theatre Workshop In June-Jordana Burns

Theatre Performance One performance a year –Jordana Burns

Violin Workshop in July-Emily Ricks

Uke Workshop in July-Ryan Taylor

Quilt Guild?