HIGHLAND CITY COUNCIL MINUTES
Tuesday, February 21, 2023
Approved May 2, 2023

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

6:00 PM WORK SESSION – TRAFFIC CALMING TOOLBOX

The meeting was called to order by Mayor Kurt Ostler as a work session at 6:06 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting.

PRESIDING:	Mayor Kurt Ostler
COUNCIL MEMBERS PRESENT:	Timothy A. Ball, (arrived at 6:19 pm), Brittney P. Bills, Kim Rodela, Sarah D. Petersen, Scott L. Smith
CITY STAFF PRESENT:	City Administrator Erin Wells, City Attorney Rob Patterson, City Recorder Stephannie Cottle, Planner and GIS Analyst Kellie Smith, City Engineer/Public Works Director Andy Spencer, Fire Chief Brian Patten, Police Chief Brian Gwilliam
OTHERS PRESENT:	Jon Hart, Shaun Seager, Jeremy Searle

City Engineer/Public Works Director Spencer reported the Council recently approved a contract with Wall Consulting Group (WCG) for development of a "Traffic Calming/Pedestrian Safety Toolbox"; this a manual including a process for evaluating requests for traffic calming measures and improvements of pedestrian safety throughout the community. The intent is to maximize the City's available resources for traffic calming because it is not possible to install traffic calming tools at each intersection. He introduced members of the WCG consultant team, Jeremy Searle and Shaun Seager, and noted they are present to solicit feedback from the Council regarding their vision for traffic calming in the City. The feedback provided tonight will be combined with the feedback that has already been provided by City Administration and staff in order to begin formulating the study and proposed process.

Mr. Searle discussed the benefits of a Traffic Calming Toolbox and the scope of work that WCG will follow to develop a proposal for Council consideration. He noted that residents are interested in traffic calming, but often the loudest group gets the most attention. The purpose of a Toolbox is to provide the Council the ability to look at the entire City and use resources correctly; WCG has worked with other cities as well as the Utah Department of Transportation (UDOT) on these types of projects, with the goal of achieving traffic calming and minimizing the public entity's liability. He noted WCG will define a process and standards that fit Highland City and give the City the ability to prioritize requests for traffic calming projects.

Mr. Seager indicated that WCG has met with public safety officials to try to understand how emergency services are delivered in the City; this information is needed to avoid installing significant traffic calming devices on routes that are used for emergency response because such devices can slow down the response or create dangers for other motorists or pedestrians. He then provided a comparison of active and passive traffic calming devices; active is something that is installed within the actual roadway, such as a speed hump/table or necked in road shoulders. Passive devices are signage, symbols, or education methods.

Council Member Ball arrived at 6:19 p.m.

Mr. Seager then used the aid of a PowerPoint presentation to discuss various types of passive and active traffic calming tools, including different types of signs, pavement speed limit marking, optical speed bars, chevrons, striping narrower lanes, landscaping/landscaped median island, crosswalks, enforcement, education, curb extensions, raised intersections or crosswalks, roundabouts, traffic circles, chicanes, diagonal diverters, rumble strips, and speed humps/bumps. He also touched briefly on the pros and cons of a few of the devices, after which he noted that staff has provided input regarding the measures they felt were acceptable and those that were not. Unacceptable measures included diagonal diverters, rumble strips, and speed humps/bumps. Acceptable measures included roundabouts, neckdowns, chicanes, raised crosswalks, curb extensions, and medians. Mr. Spencer added that not only do speed humps hinder response times for emergency vehicles, but they are problematic for transport vehicles that are delivering someone to a hospital.

Council Member Smith stated he would be interested to hear what American Fork feels about the speed bumps in Cedar Hills on the east end of Canal Boulevard. He stated that would likely be an emergency services route. He noted that Highland citizens are asking for speed humps on the west end of Canal Boulevard and he would be interested to know if American Fork has heard of problems with the speed humps. Mr. Seager stated he can reach out to American Fork officials as part of the study to determine if they have had issues with the speed humps. Mr. Searle added that it is correct that residents often ask for speed humps as a traffic calming measure, but they are generally not very popular once they have been installed. He cited a situation in Park City where speed humps were installed and later removed because of the issues they created for snow plows and individual drivers who were experiencing vehicle damage caused by the humps. Council Member Smith stated he understands that has occurred, but indicated he would still be interested to hear American Fork's experience. Mr. Searle stated that WCG will reach out to American Fork Police and Fire Chiefs.

Council Member Smith then referenced the section of Canal Boulevard where there are three lanes and the third lane is used for people to pass other vehicles on the outside, often breaking the speed limit. He stated that he understands the lane is needed for turning vehicles, but it is often used for other purposes that are dangerous. Mr. Seager agreed that behavior is problematic and WCG can analyze Canal Boulevard in greater depth to determine where speeding is occurring and the treatments that can be used to address that behavior. Mr. Searle stated that a planted median along the road may be a great solution because it would still leave areas open for turn pockets at intersections, but it would eliminate that third lane on longer stretches to prevent people from passing on the left. Council Member Smith stated that he does want to maintain wider shoulders for bike lanes and he asked that bike lanes be taken into consideration when the toolbox is being drafted.

Mayor Ostler stated the City currently has medians on Alpine Highway and Highland Boulevard and he asked if the presence of those medians has impacted the number of vehicle accidents that occur there. Police Chief Gwilliam stated that he was initially not a fan of medians, but he has grown to appreciate them. However, he is not sure that they have affected traffic accidents; they have been in place for 20 years and the population has grown a great deal in that time and it would be hard to define the impact that they have had on traffic calming. Mayor Ostler stated that the reason he asks about medians is that the City will have the opportunity to participate in the design of the section of Highland Boulevard that will run through Lehi; there are medians on the roadway and the Council should consider whether to extend medians along the new section of the road as well. Chief Gwilliam stated that any tool that results in a narrower roadway will slow traffic.

Mr. Searle then stated that Canal Boulevard will be one of WCG's case study roads and they will be making specific recommendations for that road.

Mr. Seager then continued his review of the slides containing information regarding various types of traffic control mechanisms. There was discussion about some of the tools that are already present in the City and the experience staff and the public have had with those tools thus far. Additional high level discussion among the Mayor, Council, and WCG representatives centered on the manner in which roads are classified, how speed limits are set, and the resident application process involved with a "Traffic Calming Toolbox".

Mayor Ostler then asked what other cities have worked with WCG to create a "Traffic Calming Toolbox" and if they have implemented a fee that a resident must pay to request a traffic calming project. Mr. Searle stated that WCG has worked with American Fork, Salem, and West Point cities. Salem and West Point's programs are fairly new and they do require an application and a fee for the city to consider the traffic calming request. The fees are fairly small, as low as $25.

Council Member Bills asked if WCG has worked with cities where residents have offered to pay for a traffic calming device if the city will approve it. Mr. Searle stated that in Tucson, Arizona a neighborhood can install a traffic calming device, but they must receive city approval before moving forward. Council Member Bills stated it seems that type of program would free up other money for other needs in the community. Council Member Rodela agreed, but noted that not all neighborhoods would be able to afford a traffic calming project. Mayor Ostler agreed and stated that there are areas where it makes more sense for the City to handle the traffic calming.

Mr. Searle concluded by thanking the Mayor and Council for their attention this evening and reiterated the work to be performed by WCG to develop access and management standards for Highland City, involving a case study on Canal Boulevard.

The Work Session adjourned at 7:00 p.m.

7:00 PM REGULAR SESSION

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

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:12 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 Linda Walton and those in attendance were led in the Pledge of Allegiance by Council Member Scott L. Smith.

PRESIDING:	Mayor Kurt Ostler
COUNCIL MEMBERS PRESENT:	Brittney P. Bills, Timothy A. Ball, Kim Rodela, Sarah D. Petersen, Scott L. Smith
CITY STAFF PRESENT:	City Administrator Erin Wells, City Attorney Rob Patterson, City Recorder Stephannie Cottle, Finance Director Tyler Bahr, Planner and GIS Analyst Kellie

Smith, City Engineer/Public Works Director Andy Spencer, Police Chief Brian Gwilliam, Fire Chief Brian Patten, Communications Coordinator Lina Costa Olsen

OTHERS PRESENT: Jon Hart, Linda Walton, Grant Johnson, Rich & Noelle Henderson, Steven Rowley, Wendell Jung

1. UNSCHEDULED PUBLIC APPEARANCES

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

Grant Johnson expressed his opposition to City's recent licensure of Alpine Food Storage. Over 10 years ago his family spent two and a half months at Primary Children's Hospital after his son was involved in an accident that resulted in severe injuries to his arms, legs, back, internal organs, and his brain; somehow, he survived the accident. Mr. Johnson asked the Mayor and Council to consider a hypothetical scenario involving one of their neighbors placing a 2,000 square foot industrial warehouse in their backyard; their entire backyard would be concrete and the building would include a loading dock. A giant circus tent would be placed in their front yard for retail customers and heavy equipment would be permanently stored in their yard in violation of City ordinances. There would be two 12-foot flat bed trailers, three box trailers, three or four large box trucks, three skid steers – one used as a forklift, and two mini track hoes. Instead of maintaining the sidewalk in front of the home, the neighbor would replace it with compacted gravel for customer parking in front of the home and other homes on the street. There would also be an increase in heavy truck traffic to and from the home on the streets near where kids are playing. He asked the Mayor and Council to think what their response to this request would be and how they would feel if the neighbor proceeded with making the changes to his property after being told not to by the City. He asked the Mayor and Council to think what those actions would say about the neighbor and he indicated he would interpret those actions to be a display of disregard for his neighbors and his community. He noted this absurd hypothetical is not actually a hypothetical situation; rather, it occurred in the neighborhood where Alpine Food Storage is located. The other residents in that neighborhood have gotten used to this situation and they have endured it for over six years. He then added to the hypothetical scenario; the neighbor also installed half a dozen flood lights to fully illuminate his yard in order to operate his forklifts after dark. This is even occurring on the weekends. Many residents look forward to sitting in their backyards during the evening, but the peace and quiet they look forward is disturbed by the bright lights and the sounds of forklifts and other heavy equipment. These business owners are not doing taxes out of their living room, or running a hair salon in their basement; this is a business that should never be allowed to operate in the middle of a residential neighborhood. If nothing is done by the City, they will continue to do whatever they see fit even after they have moved to their new location in American Fork because, according to them, they are not doing anything wrong. He stated he has sent the Mayor and Council a picture of a stack of pallets that is nearly 12 feet tall and is leaning; he took that picture last weekend and the pallets have since been picked up. This is evidence of operating an industrial business in a neighborhood. Mr. Johnson stated he is not here because of the noise, the eyesore, the traffic, or the fact that the City is assuming a catastrophic civil liability in the event someone were to be hurt or killed; instead, he is here to try to prevent someone else from going through what he and his wife endured when their child was injured. He was very angry when he heard the audio of the Council meeting last week; he heard members of the Council granting exceptions to the law and safety codes irrespective of what has been happening, but he does not believe the Council fully realizes what the other residents of the neighborhood have been putting up with years and years and all because the Wadsworths want to 'make a few bucks'. He stated he is not angry at those that voted to extend their business license and he will believe them when they say that they do not know exactly what is happening in the neighborhood, but he encouraged them to visit Google Earth and view pictures of the property for themselves. And, now that they do know what is happening, he asked them to correct the course of this matter; he does not want a child to be crushed under a stack of pallets or run over by a huge truck or forklift. He does not want to drive by another memorial placed at the spot where a kid has been run over by a truck that should never been there in the first place. Based upon a more complete view of the situation, he asked that the Council revoke the business license immediately, order the Wadsworths to cease and desist current and future commercial business operations at their residence, and order them to bring their residence in line with City Codes just like other residents are required to do. He then concluded that his son grew up to be a happy, health adult and now works at Momentum Climbing Gym in Lehi.

Mayor Ostler stated that when the Council took action on the Alpine Food Storage business license at their last meeting, they asked for a bi-weekly report on the status of the relocation of the business; he forwarded the Council an email today containing that bi-weekly report. At the next Council meeting, he will provide a public report regarding the status of the relocation. Council Member Smith stated that he has not seen the email and he asked Mayor Ostler to summarize the content. Mayor Ostler stated that the Wadsworths provided photos of some of the improvements being completed at their new location. He stated that he asked them if they are still receiving deliveries at their Highland location and they indicated they have reduced the number of deliveries in anticipation of opening their American Fork location soon. They are awaiting inspections to be performed by American Fork City.

Council Member Rodela stated that she voted to revoke the license and she asked if there is anything that can be done about the current public safety violations at the Wadsworth property. Mayor Ostler asked for an example of a public safety violation. Council Member Rodela cited the stack of pallets mentioned by Mr. Johnson and other activities that are creating an unsafe environment. Mayor Ostler deferred to the City Attorney. City Attorney Patterson stated that would be an Occupational Safety and Health Administration (OSHA) violation and the City does not have the ability to enforce OSHA rules. The City can take enforcement action for obstructing a public way or misuse of the property for a commercial operation. However, the Council has voted to allow the current use for the time being.

Council Member Ball stated that if he leaves his trash can on the street for more than a day, people can anonymously complain about the trash cans. He asked why people cannot complaint about a stack of pallets in the street as that activity seems more problematic than a trash can. Mr. Patterson stated that they can complain and obstructions of a public right of way can be removed. The City has received complaints about Alpine Food Storage, which is what ultimately led to the City taking action regarding their business license. Council Member Rodela added that the Council voted to allow them to continue their operation. Mayor Ostler stated that it is his understanding that the pallets are located on private property, not in the City's right of way. Mr. Patterson stated that is correct; the City can only remove obstructions of the public right of way.

Council Member Smith stated he feels the City should be aggressively citing the Wadsworths if they are doing things that are obstructing the public right of way, but at the same time his understanding is that they are moving their business after action taken by the City. The latest decision made by the Council was to extend their business license so that they were not forced to close during the relocation. He stated if the City revoked the license and they went out of business, he is not sure they would be able to afford to relocate. The goal is to get them to move and once they move, he does not believe they should be allowed to continue to conduct business.

2. PRESENTATIONS

a. FY2022 Audit – *Steve Rowley, Keddington & Christensen*

Steve Rowley will present the results from the FY2022 audit.

Steve Rowley, Keddington and Christensen, presented the results of the Fiscal Year (FY) 2022 independent audit. He discussed the process by which the annual audit is conducted and noted that the opinion of the auditor is that the financial statements of the City are materially correct. Auditors do not relieve the City Council of their responsibility to oversee the financial condition of the City, but they do provide analytical information and sampling regarding the City's financial operations. He then touched briefly on the City's compliance with Generally Accepted Auditing Standards and Government Auditing Standards; the auditor has examined the internal controls of the City and identified a weakness relating to financial closure reporting; this is similar to the finding from the previous year, but staff has made changes to fix errors and the auditor has noted a marked improvement from the prior year. There are no instances of non-compliance and the City staff does a great job abiding by financial rules and regulations. He then referred to page 57 of the audit report for more detailed information about the weakness relating to financial closure and reporting. Management has responded to the finding to ensure that adjustments have been made resulting in materially correct financial statements. There was brief discussion among the Mayor and Mr. Rowley regarding the conditions that led to the weakness, including the introduction of a new and complicated standard that was implemented last year relating to leases of different types. The purpose of the new standards it to increase transparency of lease activities and staff has done a good job of trying to comply with the standard. Mr. Rowley then moved to page 55 of the audit report regarding required testing of compliance with certain Utah laws, including the Open and Public Meetings Act (OPMA) and a fraud risk assessment; the auditor does not give an opinion on these matters, but did perform testing and did not find any weaknesses or deficiencies in terms of compliance with these laws. However, a few instances of non-compliance were identified relating to three instances of budget line items being over budget: Capital Projects, Road Fee Special Revenue, and Information Technologies (IT) Internal Service Fund. Invoices for those budgets should have been allocated to the previous FY. This is a common reason for non-compliance in cities. He noted Financial Director Bahr has created plan for ensuring these types of issues are reduced or do not occur in future years.

Mayor Ostler then referenced page 3 of the audit report, which discusses the fund balance of the City; the report indicates that the unrestricted fund balance of the General Fund was $3,487,158, or 40.3 percent of the General Fund expenditures, on June 30, 2022. It was his understanding that the City's fund balance could not be greater than 35 percent of General Fund expenditures. Mr. Rowley stated that the fund balance can not be greater than 35 percent of revenues for the year; the State does not consider the percent of expenditures, however this is a metric that many entities consider when determining the appropriate fund balance. He stated that page 9 of the report references fund balance limitations. The City's unrestricted fund balance represented 29 percent of General Fund revenues, which is below the 35 percent maximum. If the City's fund balance was over 35 percent, there would have been a finding relating to that issue in the audit report.

Council Member Smith then addressed the City's revenue bonds and outstanding debt at the end of FY22; the audit report identifies $1.7 million in notes payable and he inquired as to what that represents. Mr. Rowley stated that this includes a note payable to the Provo River Water Users Association as well as a note payable to the Highland Conservation District, both of which are included in the pressurized irrigation fund. Mr. Bahr added that the term on the notes is 30 years. Mr. Rowley stated that the City may have the option to pay the note early, but at present the final installment is due November of 2035. Council Member Smith asked if the annual payment for the debt is $329,000. Mr. Rowley stated that is the total amount outstanding for the Provo River Water Users Association debt and he does not recall the amount that was paid on that debt last year; for the two debts combined, the City paid $95,000 last year. Council Member Smith stated that the original debt was $1.5 million and the City still owes $1.3 million nearly 10 years later; he was involved in that original agreement and he does not remember these terms. Mayor Ostler agreed; he asked if the City has sufficient money to repay the debt by 2035. Mr. Rowley stated that the initial debt was $1.5 million, but when someone moves into the City and brings shares with them, the City assumes the liability for those shares. In 2022, the City assumed $120,000 in new liability. Mayor Ostler stated it was his understanding that when the City accepts shares for development, they must be free and clear. City Engineer/Public Works Director Spencer stated that when the canal was buried, all users were assessed a portion of the burial costs and as the City acquires additional shares, the assessments from the companies that were involved in the burial of the canal increases in order to pay the annual bill to the Provo River Water Users Association. The cost of the burial of the canal was amortized over a 30-year period and the more shares the City acquires, the higher its liability. Mayor Ostler asked if any shares come in free of that obligation. Mr. Spencer indicated the City could likely structure agreements to ensure that shares are free of the obligation. This led to high level discussion of the history of the agreements with the Provo River Water Users Association and the

City's debt obligations; Mr. Spencer indicated that he will research the issue further and report back to the Mayor and Council.

Mr. Rowley concluded his report by referencing the City's pressurized irrigation financial statements on pages 18 and 19 of the report. These statements are also available on the website of the State Auditor for public review.

3. CONSENT ITEMS

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. ACTION: Planning Commission Appointments *General City Management – Kurt Ostler, Mayor)*

The City Council will consider the Mayor's request to ratify the appointment of Audrey Moore and Claude Jones as Planning Commissioners. The Council will take appropriate action.

Council Member Scott L. Smith MOVED that the City Council approve consent item 3a Planning Commission Appointments which includes Audrey Moore and Claude Jones.

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.

4. PUBLIC HEARING/RESOLUTION: FY2022-2023 (FY2023) MID-YEAR BUDGET ADJUSTMENTS *General City Management – Tyler Bahr, Finance Director*

The City Council will hold a public hearing and consider proposed adjustments to the FY2023 budget. The Council will take appropriate action.

Finance Director Bahr reported that since the Council adopted the Fiscal Year (FY) 2023 budget, staff has been carefully monitoring activity that will require budget adjustments. The Council typically considers two budget adjustments per year and tonight's action represents the mid-year budget opening. Items for consideration by the Council tonight include:

Item	Expense	Revenue	Source of Funding
Staff holiday expenses previously expensed from miscellaneous revenue.	6,500	(6,500)	Cash back reward received through Wells Fargo credit card

Building inspection overtime and contract services due to high work volume.	29,000	(29,000)	Building permit revenue
Communications & Recorder staffing for temporary interns.	8,000	(8,000)	General Fund net revenue
Library expenses for added page position, fund study, books, programming, etc.	17,097		Fines/fees, non-resident cards, printing, interest
Library grants	13,720	(13,720)	Grants
Library revenue		(17,097)	Increase in various revenues including non-resident cards, fees & fine, printing
Library software migration	10,600	(10,600)	Prior years' savings (fund balance)
Newsletter printing cost increases.	2,400	(2,400)	Fund balance

Mr. Bahr also briefly referenced budget adjustments that have previously been approved in past Council meetings, after which he noted that staff recommends the Council hold a public hearing and approve the resolution adopting the proposed budget adjustments.

There was brief discussion among the Council regarding the City’s use of a Wells Fargo credit card for various purchases; the use of grant funding at the library; the progress on fundraising and other funding sources for the Mountain Ridge Park project; impact fee revenue projections; and the impact the budget amendments will have on budget fund balances. Mayor Ostler indicated that in the City’s Capital Improvement Fund, the City has $7.75 million saved for the Park; if the budget amendments are approved, the City will have $1.6 million available for bond payments. In four years, the City will need to have $3 million available to retire the bond debt.

Mayor Kurt Ostler opened the public hearing at 8:30 p.m.

There were no public comments.

Mayor Kurt Ostler closed the public hearing at 8:30 p.m.

Council Member Scott L. Smith MOVED that City Council approve the resolution adopting the proposed FY2023 mid-year budget adjustments, as explained to the Council this evening.

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.

5. ACTION: APPROVAL OF SPECIAL RECOGNITION AND NAME RIGHTS AGREEMENT *General City Management – Erin Wells, City Administrator*

The City Council will hold a public meeting to consider approving the Special Recognition and Naming Rights Agreement with Paul Adams for the all-abilities playground at Mountain Ridge Park. The Council will take appropriate action.

City Administrator Wells explained on January 3, 2023, Council approved the Special Recognition and Naming Agreement document subject to Council approving the dollar amount threshold for use of naming rights. Previously, Paul Adams, a resident of Highland who lives adjacent to the future Mountain Ridge Park has verbally pledged a donation to the park. Mayor Ostler and others have been working with him to finalize his donation. Mr. Adams has signed the Special Recognition and Naming Agreement agreeing to donate $500,000 towards the all-abilities playground at the park. The proposed agreement outlines that the recognition name Mr. Adams selects (such as Paul and Rachel Adams) will be put in a plaque or monument near the playground to honor their contribution. This will not prohibit other donors from donating to and being recognized for a donation to the playground. The total cost of the playground is $2,000,000. Ms. Wells presented a sample of the plaque design for the park as well as an arch at the entrance of the park that will also contain the names of all donors to the project. She then concluded that staff recommends Council approve the Special Recognition and Naming Rights Agreement with Paul Adams as attached.

Council Member Smith asked if Mr. Adams has chosen a name for the playground. Mayor Ostler stated that has not been finalized and Mr. Adams has requested time to decide on his recommended name. City Attorney Patterson added that the agreement indicates the City reserves the right to approve or reject any recommended name.

Council Member Kim Rodela MOVED that the City Council approve the Special Recognition and Naming Rights Agreement with Paul and Rachel Adams for a donation of $500,000 towards the all-abilities playground at Mountain Ridge Park and authorize the Mayor to sign the agreement.

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.

Ms. Wells indicated that Administration continues to negotiate an additional donation for the project and she hopes to be able to report on finalization of that donation soon.

6. ACTION: PLAT AMENDMENT - CANTERBURY CIRCLE PLAT D *Land Use (Administrative) – Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public meeting to consider a request petitioned by Richard and Noelle Henderson, representing several property owners in the Canterbury Circle Subdivision, to combine 11 individual lots with property that each property owner purchased from the City. The Council will take appropriate action.

Planner & GIS Analyst Smith explained the City Council approved the final plat for Canterbury Circle Plat A on October 3, 2000. On July 16, 2013, the City Council approved Resolution 2013-17 designating the open space property in the Canterbury Circle Subdivision for disposal. Every property owner purchased the property adjacent to their lots. The public utility companies were notified of the changes to the public utility easements as part of the lot combinations. Lots 2, 3, and 4 have CenturyLink lines in the existing public utility easements and therefore CenturyLink denied the request to vacate the easements along those existing property lines. The proposed plat shows these public utility easements remaining in place. A recorded water line easement in favor of Highland City exists along the side and back of Lot 9. This easement is also reflected on the plat. She concluded all but two property owners are interested in being involved in the plat amendment process and noted staff recommends the City Council accept the findings and approve the final plat amendment subject to the following stipulations:

1. The recorded plat shall be in substantial conformance with the final plat received February 13, 2023.
2. Prior to recording, the recorded plat shall be revised as required by the City Engineer.

Council Member Smith inquired as to the two property owners that have chosen not to participate in the plat amendment. Ms. Smith stated she does not have the names of the property owners, but she identified their parcels on the plat map. Mayor Ostler clarified that the two have purchased the property but will not participate in the plat amendment.

Mayor Ostler stated it was his understanding the applicant would be responsible to perform a survey for the property. Ms. Smith stated that has already been done and the plat is a result of that survey.

Council Member Scott L. Smith MOVED that the City Council accept the findings and APPROVE Canterbury Circle Plat D subject to the following two (2) stipulations recommended by Staff.

1. *The recorded plat shall be in substantial conformance with the final plat received February 13, 2023.*
2. *Prior to recording, the recorded plat shall be revised as required by the City Engineer.*

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.

7. RESOLUTION: HIGHLAND/LEHI BOUNDARY ADJUSTMENT *Land Use (Legislative) – Stephannie Cottle, City Recorder*

The City Council will consider the adoption of a resolution indicating the intent of Highland City to adjust a common boundary with Lehi City. The Council will take appropriate action.

City Recorder Cottle explained in July of 2019, Lehi City and Highland City entered into a cooperative agreement regarding Dry Creek Reservoir and surrounding properties. The following is a section from that agreement regarding the common boundary between the cities.

2. City Boundaries: Lehi and Highland agree to establish the center line, starting at middle of inlet to Reservoir and continuing through middle of Reservoir to the middle of Dam of existing outlet the length of the reservoir as the common boundary between the Cities, as shown on the attached map in Exhibit B. Lehi also agrees to establish their city boundary pertaining to newly acquired property from Autumn Ridge Farm LLC deeded property to Highland, to now have newly acquired Highland property be in Highland boundaries. It is understood that each city will need to hold public hearings on the issue and prepare resolutions and documentation for recording for the common boundary to be finalized.

In March of 2020, the boundary line was adjusted to establish the center line through the middle of the reservoir as directed in the agreement; however, the newly acquired property from Autumn Ridge Farm, LLC was not included in that boundary line adjustment. This boundary line adjustment will move parcel 11:036:0265, which is the property acquired by Highland City from Autumn Ridge Farm, LLC, into Highland City boundaries. Parcel 11:036:0227, which was acquired by Highland City in 2007 will also be moved into Highland City boundaries as a matter of cleaning up the boundary lines between Highland and Lehi cities. Boundary line adjustments are a multi-step process outlined in state code. This is the first of two required Council actions. If the resolution of intent to annex is approved, staff is then required to advertise the intent to annex for a minimum of 60 days. Finally, Council will hold a public hearing and formally approve or deny the adjustment. Ms. Cottle concluded staff recommends adopting the resolution of intent to adjust the common boundary of Highland and Lehi.

Council Member Kim Rodela MOVED that City Council adopt the resolution indicating the intent of Highland City to adjust a common boundary with Lehi City and set a date of May 2, 2023 for a public hearing on the matter.

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.

8. EXPEDITED ITEMS

a. RESOLUTION: Disposal of Public Property *General City Management – Andy Spencer, City Engineer/Public Works Director*

The City Council will consider a resolution for the disposal of Personal Public Property.

City Engineer/Public Works Director Spencer explained on March 15, 2022, the City Council approved the purchase of new playground equipment for Highland Glen Park. At that time, the City Council asked that staff salvage the old playground and offer it for sale. The Highland Glen playground equipment is 21 years old and has several broken elements to it. Staff has removed the equipment in anticipation of receiving the new playground equipment and would now like to now offer it to the public for sale. In addition to the playground equipment, the Public Works department has the following equipment that is no longer used and that should be considered for surplus and available to the public for sale:

- 2004 Lastec Mower
- Grounds Master 345 Mower

- 2008 Grasshopper Mower
- Caddie Lane Lift Station Sewer Pump
- Dry Creek Lift Station Sewer Pump

Mayor Ostler asked for more information about the Dry Creek lift station sewer pump. Mr. Spencer stated that it was removed in 2008 and has been in storage since then; he is not sure why the City has stored it for that amount of time, but it is time to dispose of it.

Council Member Smith asked if a new lift station is being installed in Pheasant Hollow. Mr. Spencer answered yes. Council Member Smith asked if the old lift station is being surplussed and if there is a market for used pumps. Mr. Spencer stated that the pumps will be listed for sale on the State surplus site. The current ordinance requires the Council to take action to surplus anything valued at over $300.

Council Member Sarah D. Petersen MOVED that the City Council approve the surplus of items identified in the staff report and authorize the Resolution allowing for the appropriate disposition of these items in accordance with the Highland City Municipal Code.

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.

9. 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. Cemetery Code Update – *Stephannie Cottle, City Recorder & Rob Patterson, City Attorney*

City Recorder Cottle reported on proposed updates to the City's cemetery standards contained in the City Code; updates relate to monument sizes for single and double plots, plot transfers, and resident/non-resident plot purchase rates. Relative to plot transfers, staff has developed three options for plot transfers as follows:

Option 1: Living owners can always allow burial for anyone in any plots they own, or they can sell back to the City. No transfers at all until death of plot owners, and then only through a Will, Trust, or other Testamentary Document. Considerations:

- Difficult for families at time of death to find documents.
- Could lead to delay in burials.
- People have previously purchased plots with the intent to transfer prior to their death.

Option 2: Allows for transfers under option 1 plus: allow living plot owners to transfer to any family member. Considerations:

- Unable to verify if the person they are transferring to is a family member.
- Plots purchased at resident rate and then transferred to non-resident family member.
- Easy to determine legal plot owner because they are living.

Option 3: Allows for transfers under option 2 plus: allow living plot owners to transfer to anyone. Considerations:
- Resident/non-resident plot rate

Relative to resident and non-resident rates, staff would like to know if the Council would like to maintain existing rates or charge just one rate regardless of residency.

Regarding monument sizes, the Mayor and Council indicated they are comfortable with a 36-inch maximum height for both single and double headstones. The Council then discussed and debated the plot transfer options with staff and ultimately concluded to support option two and to maintain the current fee structure until the upcoming fee study project is completed.

b. Baseball Field Priorities – *Erin Wells, City Administrator & Andy Spencer, City Engineer/Public Works Director*

City Administrator Wells reviewed the background of baseball field priorities; prior to 2017, the City partnered with Lone Peak Youth Baseball (LPYB) who managed the field scheduling at Heritage Park in exchange for extra maintenance and paid no fees. A field use policy was created in 2017 and the City began scheduling all fields. The policy outlined allowance for trade of service in lieu of fees; there was a loose memorandum of understanding (MOU) with LPYB, who did some service in exchange for no fees. In 2022 the City received inquiries from Highland Hustle baseball teams for a similar MOU agreement. As a result, staff solicited proposals from LPYB and Hustle on their proposals for a field usage agreement. Staff has mediated schedule for both teams to get field time at no cost in exchange for extra maintenance and regular cleanup, as follows:

- Heritage
    - LPYB – March thru June
    - Hustle – July – October
- Mitchell Hollow
    - Chad Christopherson priority
    - Hustle – March thru June
    - LPYB – July

Ms. Wells indicated there are still some details to be addressed, but staff is looking for feedback from the Mayor and Council regarding the negotiated agreements, frequency of tournaments at Heritage Park, and sponsorship banners being hung on the fences at the park. She facilitated discussion among the Council regarding the terms of the agreements with the different users of the field space; the use of revenue generated by the field rental for capital improvements of the park space; profit sharing between the baseball clubs and the City for use of the snack shack; the existing agreement with the school district for joint usage of field space;

c. Legislative Updates – *Kurt Ostler, Mayor*

Mayor Ostler and members of the Council provided an update regarding various pieces of legislation that have been adopted or are still being considered by the Utah Legislature.

- Senate Bill (SB) 174 – relates to road widths and requires a minimum width of 32 feet.
- House Bill (HB) HB173 – relates to land use regulations and the collection of attorney's fees and expert witness fees for any person who prevails in a lawsuit against a government entity. The Utah League of Cities and Towns (ULCT) has opposed this legislation.

- HB499 – relates to homelessness funding and a modification of the formula used to determine fund disbursement to counties and cities. This will impact local government entity budgets because 2.25 percent of the sales tax revenue collected by the entity will be allocated to homelessness funding. The State is also looking for an area where they can provide permanent homeless housing rather than temporary housing. It also limits the actions a municipality can take to remove a homeless encampment.
- SB199 – adjusts provisions of Utah Law allowing certain land use matters to be referred to the voters; if a land use action is supported by two-thirds of the governing body, it cannot be referred. The UCLT is neutral on this bill.
- SB75 – relates to gravel pits; if a entity is home to a gravel pit, the sales tax revenue generated by the gravel pit will go directly to the entity where the pit is located. This legislation has passed and will benefit Highland City.
- HB173 – relates to collection of attorney's fees if for someone who files a lawsuit against a government entity.
- SB166 – relates to home-based education and limits the number of kids that can be educated at a home based education facility, but the City's local ordinances would still apply to the use. Council Member Rodela indicated she believes this legislation was denied by the Legislature just this morning.
- HB301 – adjusts the amount of gas tax revenue cities can receive in the short term, but in the long term, the City will eventually receive increased gas tax revenue.

City Administrator Wells then noted that the Legislature was considering a bill that would adjust public safety retirement benefits, but it has been defeated. She expects that the bill will be proposed again in the next session.

d. **Highland Foundation** – *Scott L. Smith, Council Member*

Council Member Smith reported the Highland Foundation met on Thursday to discuss fundraising efforts and naming rights for Mountain Ridge Park. The Foundation would like to secure a few large donations from individuals interested in securing naming rights. Additionally, the Foundation has discussed the idea of resurrecting the Highland Gala event to aid in fundraising and community building. The Alpine Country Club would be willing to host the event for free, if they are given the ability to cater the event at $25 per person. He would like for this to be an annual event and a different fundraising goal/project could be selected each year.

e. **Mountain Ridge Park** – *Kurt Ostler, Mayor*

Mayor Ostler reported stated that he needs to understand if the Council is comfortable with a corporate entity donating $1 million to have their name associated with Mountain Ridge Park. Council Member Smith stated that if someone is willing to donate $1 million, he would be willing to work with them on naming rights. Council Member Peterson agreed. Council Member Bills agreed as well and indicated she wants the Council to have the ability to approve the name and signage at the Park.

c. **Future Meetings**

- February 28, Planning Commission Meeting, 7:00 pm, City Hall
- March 7, City Council Meeting, 7:00 pm, City Hall
- March 8, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- March 21, City Council Meeting, 7:00 pm, City Hall
- March 28, Planning Commission Meeting, 7:00 pm, City Hall

10. 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.

There was no closed session.

ADJOURNMENT

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

The meeting adjourned at 10:02 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 February 21, 2023. This document constitutes the official minutes for the Highland City Council Meeting.

Stephannie Cottle, CMC
City Recorder

Radar Speed Sign

Advantages

- Low cost and easy to install (~$10,000)
- Do not impact emergency vehicle operations
- Best use is when 85th percentile speed is >10 over posted speed limit

Disadvantages

- Overuse can result in decrease in effectiveness
- Maintenance

LED-flashing STOP and Pedestrian Signs

LED STOP Sign

- 29% reduction in failed stops (FHWA)
- 53% decrease in vehicles that did not slow

LED Pedestrian Sign

- 23% increase in yield-to-pedestrians

Flashing LED signs should be considered in locations with sight distance problems or where enhanced visibility is necessary

WALL CONSULTANT GROUP

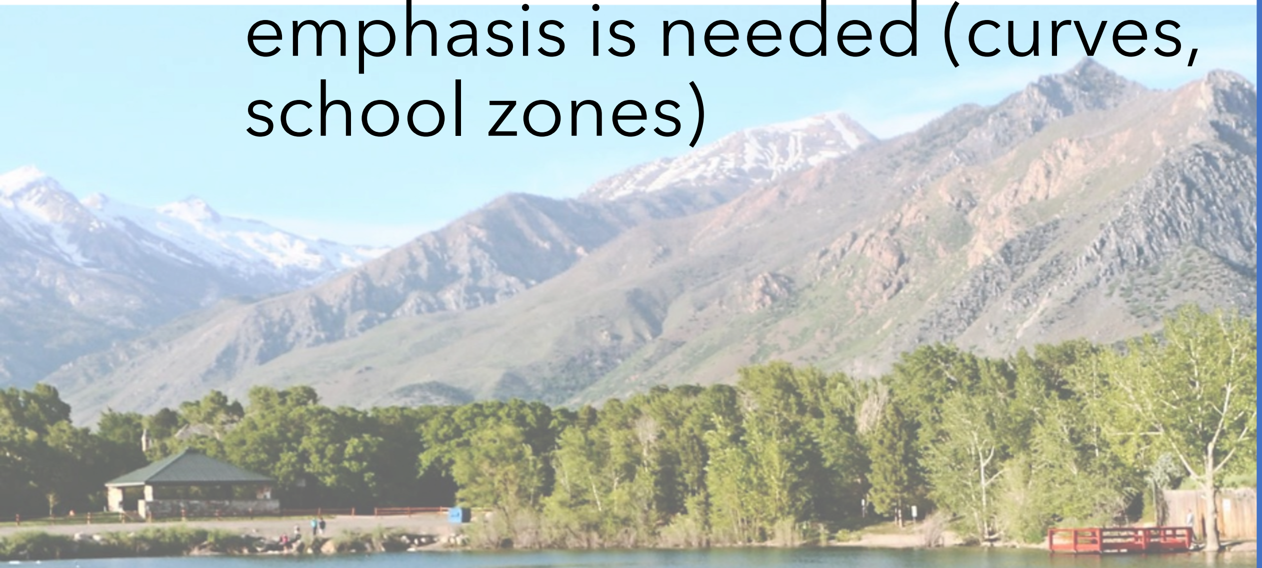
Pavement Speed Limit Marking

Advantages

- Low cost and easy to install (~$5,000)
- Do not impact emergency vehicle operations
- Best use is where additional emphasis is needed (curves, school zones)

Disadvantages

- Wears off over time
- Limited speed reduction



Optical Speed Bars

Advantages

- Low cost and easy to install (~$5,000)
- Do not impact emergency vehicle operations
- Best use is on curves

Disadvantages

- Wears off over time
- Not visible when snow is present

Chevrons

Advantages
- Low cost and easy to install (~$5,000)
- Do not impact emergency vehicle operations

Disadvantages
- Wears off over time

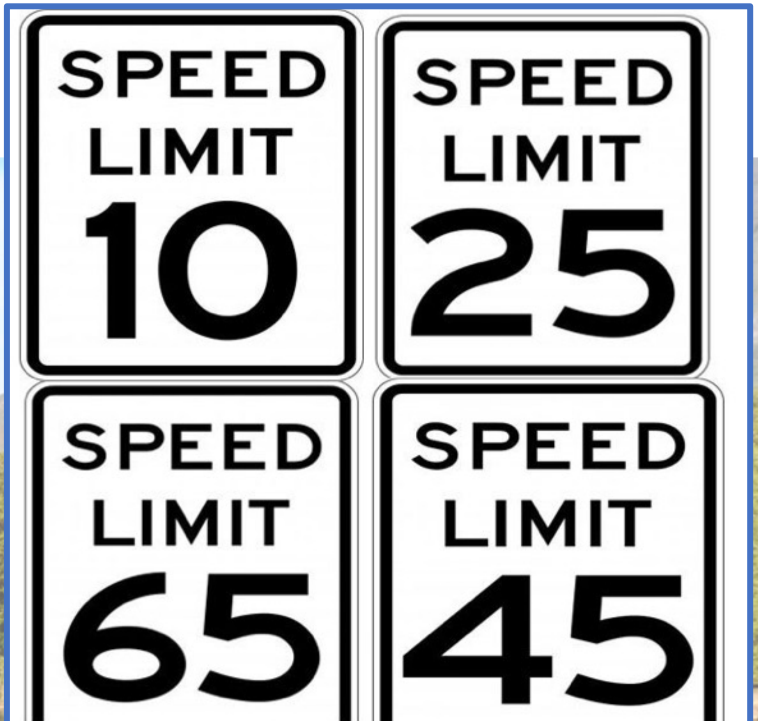
Additional Speed Limit Signs

Advantages

- Low cost and easy to install
- Do not impact emergency vehicle operations

Disadvantages

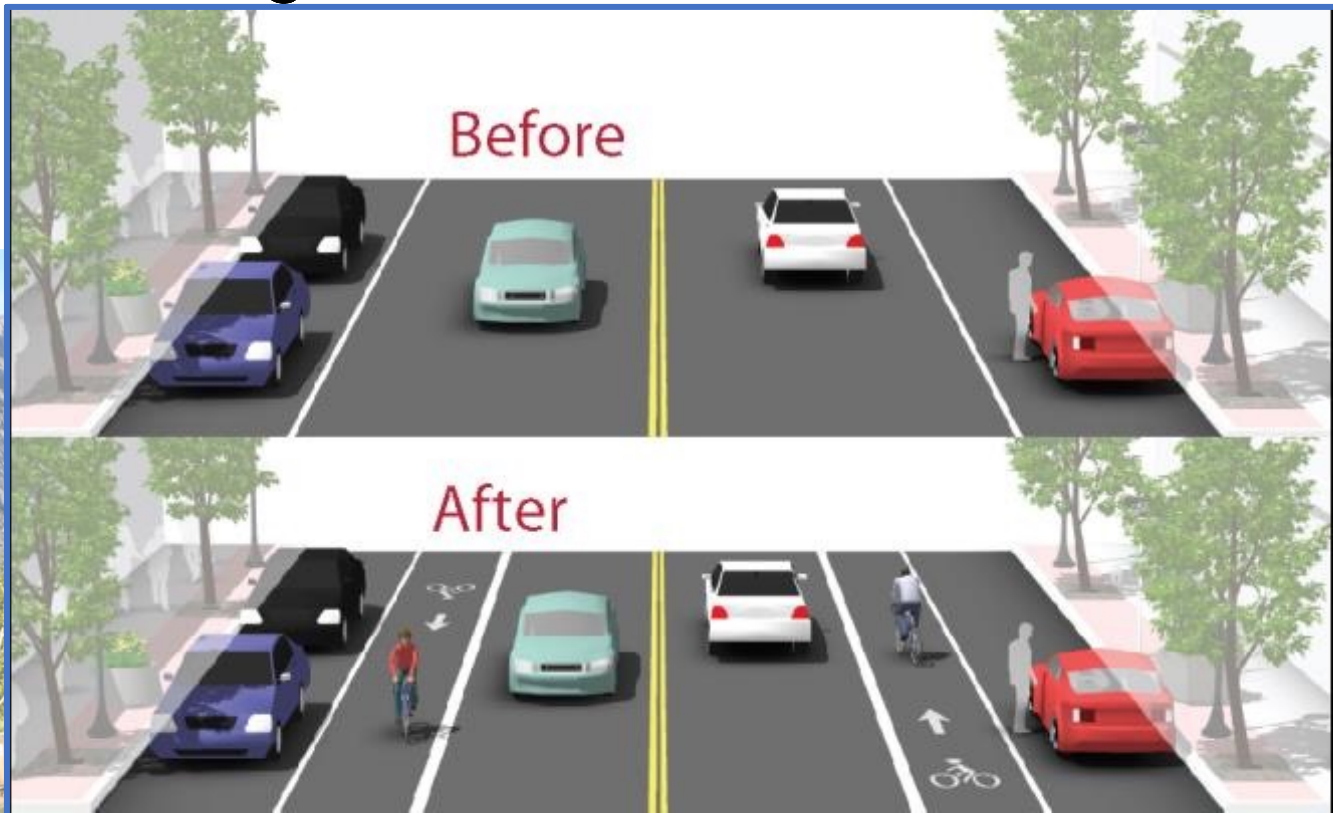
- Abundance of signage can make them less effective
- Cost/maintenance



Striping Narrower Lanes

Advantages
- More common in urban settings
- Can improve bicycle accessibility

Disadvantages
- Limited reduction of speed
- Freight/Truck traffic friction



WALL CONSULTANT GROUP

Landscaping

Advantages

- Improves aesthetics
- Works well with other treatments
- Narrows perceived width of roadway

Disadvantages

- Requires maintenance
- Difficult in dry climate
- Can create intersection sight distance obstructions

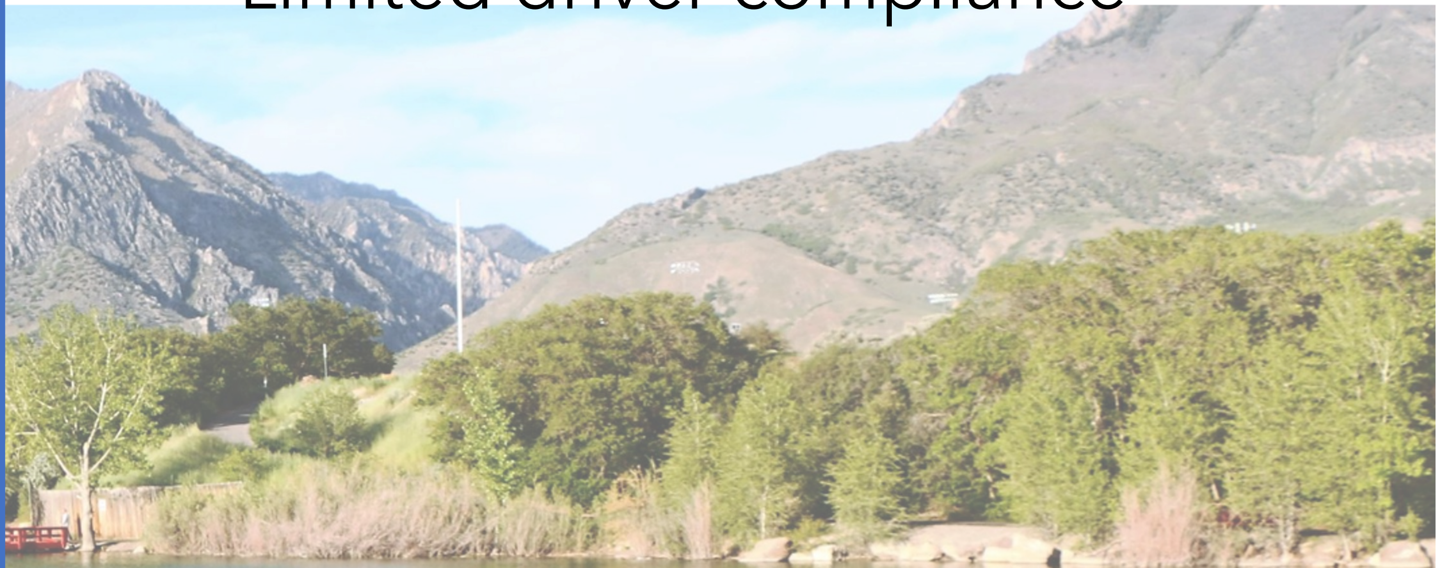
Crosswalks

Advantages

- Improves pedestrian accessibility
- Increases awareness

Disadvantages

- Too many crosswalks can result in some getting unused
- Maintenance
- Limited driver compliance



WALL CONSULTANT GROUP

Enforcement

Advantages
- Reduces crashes
- Increases safety

Disadvantages
- Requires police staff
- Can reduce driver morale
- Temporary effectiveness

Education

Advantages

- Provides better understanding of traffic laws
- Increased awareness

Disadvantages

- Difficult to implement

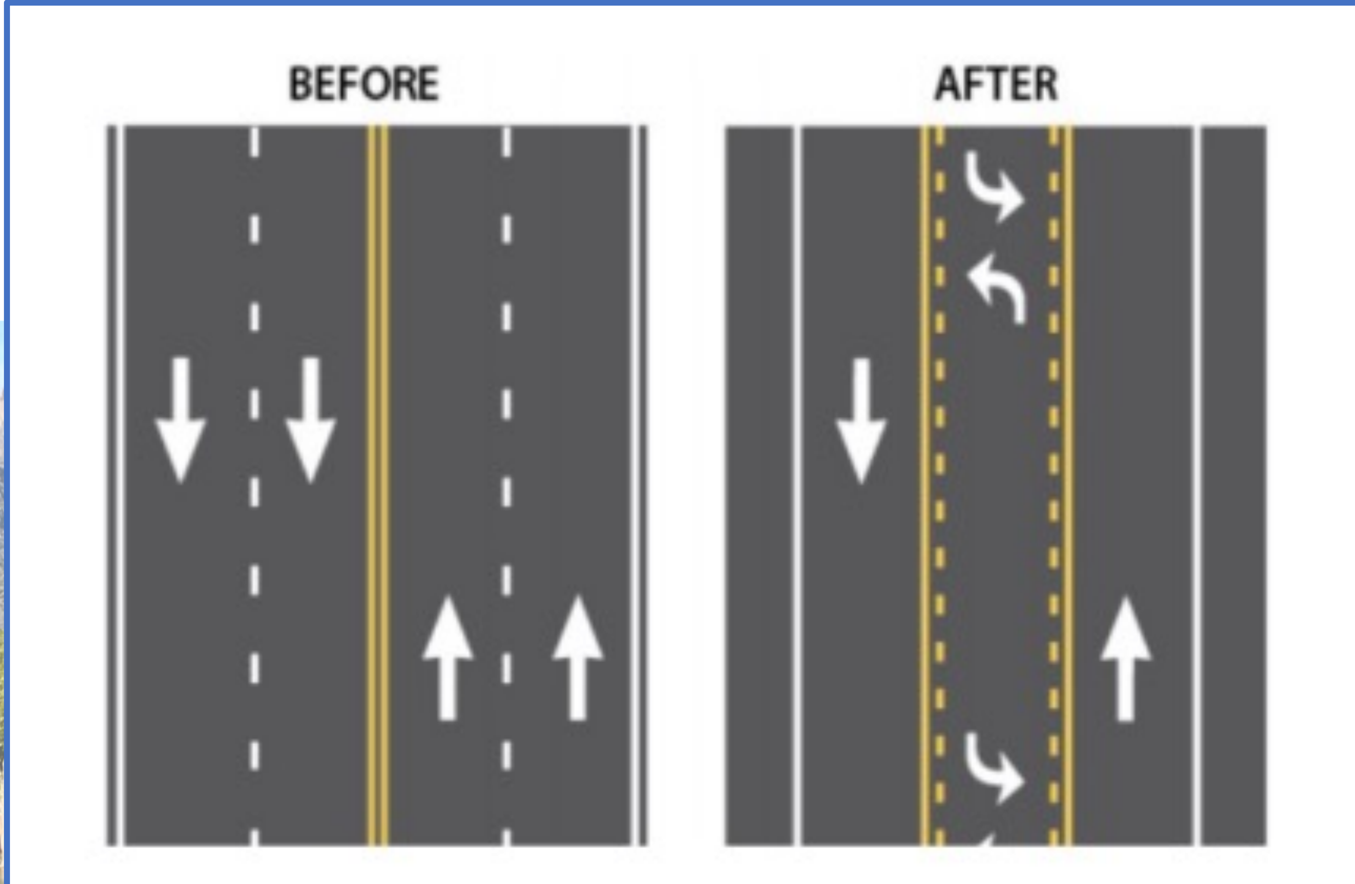
Road Diet

Advantages

- Improves safety for vehicles, pedestrians and bicycles
- Best use is where traffic volumes are lower than capacity

Disadvantages

- Can reduce roadway capacity



WALL CONSULTANT GROUP

Landscaped Median Island

Advantages

- Does not wear off like roadway striping
- Provides improved pedestrian crossing
- Improves aesthetics
- Best use is existing pedestrian crossing locations

Disadvantages

- Requires landscape maintenance
- Expensive

Curb Extensions (Bulb outs)

Advantages

- Does not wear off like roadway striping
- Provides improved pedestrian crossing
- Best use is roadways with on-street parking, areas with large pedestrian activity and few large vehicles

Disadvantages

- Expensive and takes longer to install (approx. $100,000)
- Can interfere larger vehicle movement

WALL CONSULTANT GROUP

Raised Intersection

Advantages

- Increased pedestrian safety
- Applicable at intersections with high pedestrian volumes

Disadvantages

- Expensive (~$60,000)
- Reduce emergency vehicle mobility

WALL CONSULTANT GROUP

Raised Crosswalk

Similar to raised intersection

Advantages

- Does not wear off over time
- Improves pedestrian safety
- Best use is locations where safety is largely prioritized over mobility

Disadvantages

- Can impact mobility
- Expensive (approx. $30,000)

Roundabouts

Advantages

- Significant speed reductions
- Reduces fatal and serious crashes by 88%
- Increased pedestrian safety
- Efficient traffic operations

Disadvantages

- Expensive (avg. $1-3 million)

WALL CONSULTANT GROUP

Traffic Circles

Advantages

- Applicable at local street intersections
- Minimal traffic diversion
- Less expensive
- Safety benefits

Disadvantages

- Restricts left turns for large vehicles.
- Impacts emergency vehicle mobility

WALL CONSULTANT GROUP

Neckdowns

Advantages

- Appropriate for any speed limit
- Applicable at locations near signals

Disadvantages

- May require relocation of drainage features
- Can force cyclists and vehicles to share travel lane

On-Street Parking

Advantages

- Applicable in urban and suburban settings
- Narrows perceived width of roadway

Disadvantages

- Impact is influenced by parking demand
- Can limit sight distance

Chicanes

Cottonwood Heights

Advantages

- Does not wear off over time
- Best use is locations where safety is largely prioritized over mobility

Disadvantages

- Can impact mobility
- Expensive

WALL CONSULTANT GROUP

Diagonal Diverter

Advantages

- Eliminates cut thru traffic
- Creates safe ped crossing
- Reduces speed

Disadvantages

- Restricts mobility/connectivity
- Restricts emergency vehicle movement

Rumble Strips

Advantages

- Decreases roadway departures in rural area
- Audible/physical cue

Disadvantages

- Can create noise
- Can damage road surface
- Shorten vehicle tire life
- Dangerous for motorcycles

Speed Hump/bump

Advantages

- Easy to install
- Inexpensive
- Physical feature slows vehicle

Disadvantages

- Can cause damage to vehicles
- Restrict emergency vehicle movement
- Maintenance Issues
- Not Popular
- Limited Effectiveness

6:00 PM WORK SESSION – TRAFFIC CALMING TOOLBOX

Call to Order – Mayor Kurt Ostler

1

Welcome to the Highland City Council Meeting

February 21, 2023

2

Please sign the attendance sheet

3

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler
Invocation – Council Member Timothy A. Ball
Pledge of Allegiance – Council Member Scott L. Smith

4

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.

5

PRESENTATIONS

a. FY2022 Audit *– Steve Rowley, Keddington & Christensen*

6

CONSENT ITEMS *(5 minutes)*

3a. Action: Planning Commission Appointments G*eneral City Management*

7

HIGHLAND CITY

FY2022-2023 MID-YEAR BUDGET ADJUSTMENTS *General City Management*

Item 4 – Public Hearing/Resolution
Presented by – Tyler Bahr
Finance Director

8

Prior Council Direction

Since Council adopted the FY2023 budget in June, staff has carefully monitored activity that will require budget adjustments.

Budget adjustments completed 2x/year – today's are mid-year.

Majority of the adjustments have been presented to & approved by Council in prior meetings.

9

New for Consideration

Item	Expense	Revenue	Source of Funding
Staff holiday expenses previously expensed from miscellaneous revenue.	6,500	(6,500)	Cash back reward received through Wells Fargo credit card
Building inspection overtime and contract services due to high work volume.	29,000	(29,000)	Building permit revenue
Communications & Recorder staffing for temporary interns.	8,000	(8,000)	General Fund net revenue
Library expenses for added page position, fund study, books, programming, etc.	17,097		Fines/fees, non-resident cards, printing, interest
Library grants	13,720	(13,720)	Grants
Library revenue		(17,097)	Increase in various revenues including non-resident cards, fees & fine, printing
Library software migration	10,600	(10,600)	Prior years' savings (fund balance)
Newsletter printing cost increases.	2,400	(2,400)	Fund balance

10

Items Previously Approved

By Item	Expense	Revenue	Transfer from	Transfer to	Source of Funding
Cemetery dump truck	28,000	(28,000)			Cemetery - savings of funds appropriated in FY22
City Administrator severance & vacation payout	120,157	(120,157)			Fund balance
Communication staffing	16,500	(16,500)			General Fund net revenue & savings from reduction in contracted services
Council Chambers AV	6,127	(6,127)			Fund balance
Highland Glen pavilion repair	16,995	(16,995)			Fund balance
Highland Glen playground	135,000	(135,000)			Parks Capital Fund balance
Hog Hollow trail fencing	2,800	(2,800)			Open space fund balance from land sale proceeds
Jacobsen mower	137,000	(137,000)			Open Space - savings of funds appropriated in FY22
Knight Avenue Signal	150,000	(150,000)			Road capital fund balance

11

Items Previously Approved

By Item	Expense	Revenue	Transfer from	Transfer to	Source of Funding
Legislative Executive Consulting, LLC contract	100,000	(100,000)			Culinary water fund balance
Mercer Corner landscaping	135,000	(135,000)			Resident contributions and property sale proceeds
Mountain Ridge Park	4,800,000	(4,800,000)	960,288	(960,288)	Fund balance & various transfers
North Pointe Tipping fee increase	10,500	(10,500)			Garbage collection fees increased to compensate for additional cost
PI meter purchases	2,000,000	2,000,000)			Grants, fund balance
Public Works salary adjustments	86,000	(81,000)			General Fund net revenue & enterprise service charges
Rhino Pumps at Greens Lift Station	34,696	(34,696)			Sewer fund balance
Skid steer purchase	7,865	(7,865)			Reduce Cemetery Fund transfer to General Fund
Snow plows	279,000	(279,000)			Road Capital - savings of funds appropriated in FY22

12

Items Previously Approved

By Item	Expense	Revenue	Transfer from	Transfer to	Source of Funding
Trail maintenance	27,000	(27,000)			Open Space fund balance - proceeds from sale of Wimbleton property.
Utah Lake Commission	3,000	(3,000)			General Fund balance, savings, or unplanned revenue
Utility revenue		(825,000)			Aligning utility budgeted revenue with rate studies
Windsor Meadows Tree project	38,740	(38,740)			Sale of open space property
Youth Council training	2,500	(2,500)			Waste Management donation - $2,500
Grand Total	**8,224,197**	**(9,044,197)**	**960,288**	**(960,288)**	

13

Fund Balances

FUND NAME	BALANCE* (6/30/22)
General Fund	$3,487,158
Highland Open Space SSD	$567,617
Library	$78,410
Park Tax	$43,301
NW Annexation Cap Project	$115,350
Town Center Exaction Fee Cap	$267,653
Sewer	$3,798,201
Pressurized Irrigation	$5,201,716
Storm Sewer	$1,640,245
Culinary Water	$748,762
Utility Transportation	$310,583
Cemetery Perpetual Fund	$237,037
Debt Service	$0
Internal Service IT Fund	($1,466)
Capital Improvement Fund – Parks	$7,750,161
Capital Improvement Fund Road Projects	$1,289,374
Capital Improvement Fund Building	$1,162,699

14

Recommendation & Motion to Approve

Staff recommends that the City Council hold a public hearing & approve the resolution adopting the proposed FY2023 mid-year budget adjustments.

Motion:

I move that City Council approve the resolution adopting the proposed FY2023 mid-year budget adjustments.

15

HIGHLAND CITY

APPROVAL OF SPECIAL RECOGNITION AND NAME RIGHTS AGREEMENT *General City Management*

Item 5 – Action
Presented by – Erin Wells
City Administrator

16

Staff Recommendation

- Approve Naming Rights Agreement with Paul Adams for $500,000 towards the all-abilities playground at Mountain Ridge Park

17

Prior Council Direction

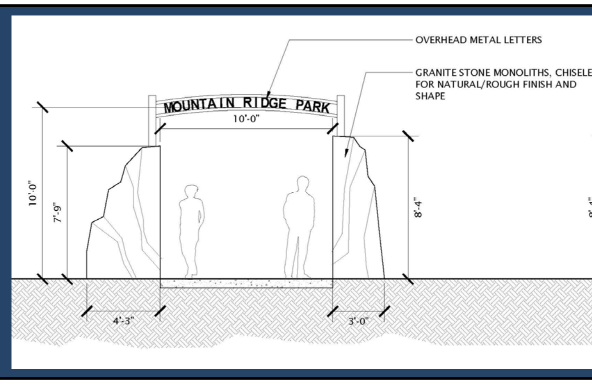
- On January 3, Council approved agreement document, but wanted to see the dollar amount threshold for naming rights

18

Background

- Resident Paul Adams seeking to donate $500,000
- Focused on all-abilities playground at Mountain Ridge
- Paul would select a name to be placed on a monument near the playground
- Would not prohibit others from donating towards the playground
- Playground cost $2,000,000

19



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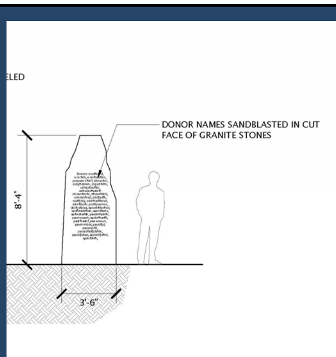


21

Motion to Approve

I move that the City Council approve the Special Recognition and Naming Rights Agreement with Paul Adams for a donation of $500,000 towards the all-abilities playground at Mountain Ridge Park and authorize the Mayor to sign the agreement.

22

PLAT AMENDMENT – CANTERBURY CIRCLE PLAT D *Land Use (Administrative)*

Item 6 – Action
Presented by – Kellie Smith
City Planner & GIS Analyst

23

Prior Council Direction

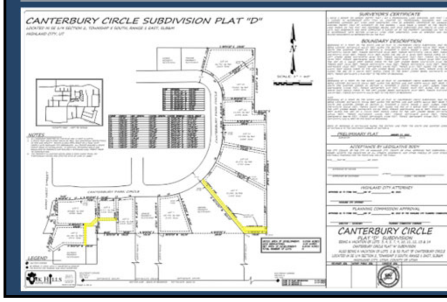
- October 3, 2000 - Canterbury Circle Plat A approved
- July 16, 2013 – Council approved the designation of the open space property in Canterbury Circle for disposal (every property owner purchased)

24

Vicinity Map

25

Proposed Plat Amendment



- 11 property owners participating
- PUEs behind lots 2, 3, and 4 to remain
- City waterline easement on Lot 9 (condition of sale)

26

Motion to Approve

I move that the City Council accept the findings and APPROVE Canterbury Circle Plat D subject to the two (2) stipulations recommended by Staff.

27

HIGHLAND CITY

HIGHLAND/LEHI BOUNDARY ADJUSTMENT

Land Use (Legislative)

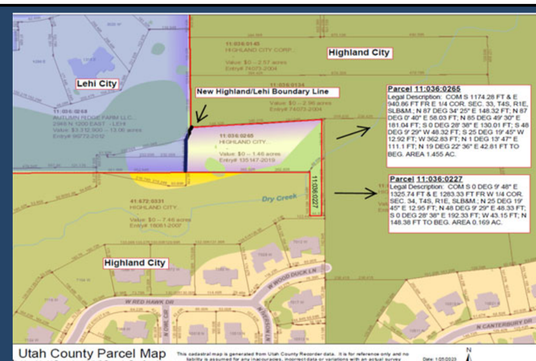
Item 7 – Resolution
Presented by – Stephannie Cottle
City Recorder

28

Background

- 2019 Agreement specifies the boundaries of Highland and Lehi regarding Dry Creek Lake and the surrounding properties
- 2020 Boundary adjustment to align the boundaries of the lake, but not the surrounding properties.
- 2023 Boundary adjustment will align the boundaries of the surrounding properties

29



30

Boundary Adjustment Steps

- Resolution of Intent – February 21, 2023
- Several Noticing Requirements
- Public Hearing/Ordinance – May 2, 2023
- Several Recording Requirements

31

Motion to Approve

I move that City Council adopt the resolution indicating the intent of Highland City to adjust a common boundary with Lehi City and set a date of May 2, 2023 for a public hearing on the matter.

32

HIGHLAND CITY

DISPOSAL OF PUBLIC PROPERTY
General City Management

Item 8a – Expedited: Resolution
Presented by – Andy Spencer
City Engineer/Public Works Director

33

Prior Council Direction

The Council previously directed that the Highland Glen playground equipment should be sold as surplus once the new playground equipment was available.

34

Motion to Approve

I move that the City Council approve the surplus of items identified in the staff report and authorize the Resolution allowing for the appropriate disposition of these items in accordance with the Highland City Municipal Code.

35

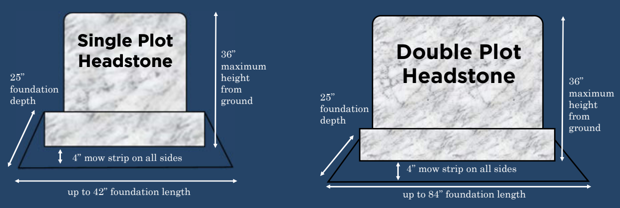
HIGHLAND CITY

CEMETERY CODE UPDATE

Item 9a – Communication
Presented by – Stephannie Cottle, City Recorder
Rob Patterson, City Attorney

36

Headstone Sizes



37

Plot Transfers – Why?

- Resident purchases plot for non-resident family member and then transfers
- Transfer a plot to another family member prior to plot owner’s death (family cemetery)
- Transfer a plot to next of kin to someone already buried in a plot

38

Confusion on Transfers

- Code vs. burial right purchase agreement vs. certificate vs. practice
- Council Guidance Needed
  - Who do we allow plot owners to transfer plots to?
  - When do we allow transfers?
  - Resident and non-resident rates
- Three options (most to least restrictive)

39

Plot Transfers – Option 1

Living owners can always allow burial for anyone in any plots they own, or they can sell back to the City.

No transfers at all until death of plot owners, and then only through a Will, Trust, or other Testamentary Document.

Considerations:

- Difficult for families at time of death to find documents
- Could lead to delay in burials
- People have previously purchased plots with the intent to transfer prior to their death

40

Plot Transfers – Option 2 (current practice)

Allows for transfers under option 1 plus.....

Allow living plot owners to transfer to any family member.

Considerations:

- Unable to verify if the person they are transferring to is a family member
- Plots purchased at resident rate and then transferred to non-resident family member
- Easy to determine legal plot owner because they are living

41

Plot Transfers – Option 3

Allows for transfers under option 2 plus.....

Allow living plot owners to transfer to anyone.

Considerations:

- Resident/non-resident plot rate

42

Resident/non-resident plot rate

- Encourages non-residents to find a resident to purchase in their behalf (in resident's name)
  - Extra paperwork and steps
  - Confusion for family

43

Guidance Needed

- Which of the three options?
- Maintain non-resident and resident rates?
  - If only one rate
    - Factored into Zion's Care Fund Study update
    - Would stay status quo until study is complete

44

BASEBALL FIELD PRIORITIES

Item 9b – Communication
Presented by – Erin Wells
City Administrator

45

Background

- Prior to 2017, City partnered with Lone Peak Youth Baseball (LPYB) who managed the field scheduling at Mountain Ridge in exchange for extra maintenance and paid no fees
- 2017 until now – Field use rental policy created and City began scheduling all fields. Policy outlined allowance for trade of service in lieu of fees
  - Loose MOU with LPYB who did some service in exchange for no fees
- 2022 – inquiries from Highland Hustle baseball teams for similar MOU agreement

46

New Proposal

- Staff solicited proposals from LPYB and Hustle on their proposals for a field usage agreement
- Staff mediated schedule for both teams to get field time at no cost in exchange for extra maintenance and regular cleanup
  - Heritage
    - LPYB – March thru June
    - Hustle – July – October
  - Mitchell Hollow
    - Chad Christopherson priority
    - Hustle – March thru June
    - LPYB – July
- Some staff work/ details to still be done

47

Questions for Council

- Feedback on mediated deal?
- Frequency of tournaments at Heritage?
  - Two per month?
- Ok with sponsorship banners along fence?

48

FUTURE MEETINGS

- February 28, Planning Commission Meeting, 7:00 pm, City Hall
- March 7, City Council Meeting, 7:00 pm, City Hall
- March 14, City Council Work Session, 7:00 pm, City Hall
- March 8, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- March 21, City Council Meeting, 7:00 pm, City Hall
- March 28, Planning Commission Meeting, 7:00 pm, City Hall

Item 9c - Communication

49

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 end of the closed session.

50