



HIGHLAND CITY

HIGHLAND CITY COUNCIL AGENDA

Tuesday, June 6, 2023

Approved August 1, 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: Brittney P. Bills, Timothy A. Ball, Kim Rodela (absent), 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

OTHERS PRESENT: Jared Searle, Pam Redman, John Redman

Jared Searle of Wall Consulting Group (WCG), presented a document titled “Highland Traffic Calming and Pedestrian Safety Manual”; the Manual provides an opportunity for the City to consider traffic calming on a case-by-case basis for each neighborhood throughout the City. Correct measures should be implemented for the following reasons: safety, cost-effectiveness, and community acceptance. Mr. Searle highlighted the roadway classification information included in the Manual, including a map of the City’s current road layout and speed limits. A road’s classification has a heavy influence on the type of traffic calming measure that should be considered. Passive or active traffic calming measures can be considered, and he cited examples of both; he also discussed traffic calming measures that are considered inappropriate for Highland City. For example, speed bumps and rumble strips are inappropriate due to the damage that can be done to the vehicles and difficulties with plowing/roadway maintenance. Diagonal divertors have been deemed inappropriate due to the restricted access that occurs when they are installed. Although these measures may be suitable for implementation in other regions, they have not been recommended for use in Highland City. He then discussed the measures that have been determined as appropriate for increasing pedestrian and bicycle safety in the community; in addition to the Manual, the Highland City Active Transportation Plan (ATP) also contains multiple pedestrian safety measures.

In conjunction with the measures presented in this document, it is advisable to also refer to the ATP and consider its recommendations.

Mr. Searle indicated he met with the Fire and Police Chiefs regarding roadway criteria for emergency routes; raised crosswalks and intersections will not be implemented on streets the Highland City Police and Fire Departments have designated as emergency response routes. This is so emergency vehicles operations will not be impacted by physical treatments in the roadway. Mr. Searle showed a diagram with roads which are considered emergency routes. The Mayor and Council heard from Chiefs Gwilliam and Patten regarding their feelings about traffic calming measures on emergency routes; not only does a raised crosswalk slow speeds for first responders, but they can cause damage to vehicles.

Mr. Searle then discussed roadway jurisdiction and presented a map identifying State roads in Highland City. The City does not have the authority to pursue traffic calming measures on Utah Department of Transportation (UDOT) managed roads. Finally, he presented the proposed process for considering a traffic calming measure; the goal is to create a consistent and impartial approach to all projects submitted by residents. Through this process, projects are prioritized so locations with the largest issues are addressed first. The process will also help to determine whether a passive or active measure should be considered at the study location. Residents interested in applying for a traffic calming study must identify the study location, describe the issue/concern, gather signatures of at least five other residents who reside on the same street, and pay a \$25 fee. Locations that have been evaluated less than two years ago are not viable for consideration, unless a recent crash has happened, or development has changed (such as a new neighborhood, roadway lane configuration, or change in speed limit). The application and signatures would then be submitted to the Highland City Public Works Department for review. Traffic calming requests would be reviewed every February 1, with projects selected by City staff by June 30 in order to consider budgeting, project design, construction, and implementation. There was brief discussion among the Council and Mr. Searle regarding the length of the process, with Mr. Searle emphasizing that the idea is to plan for traffic calming projects in conjunction with development of the annual budget. Public Works Director/City Engineer Spencer added that it is important to have an impartial process and to be able to compare all traffic calming requests; however, if the City receives an application that is considered urgent, Administration would work with the Council to find a way to address it sooner than allowed in the process.

Council Member Bills stated she is frustrated by this document; the City paid \$36,000 for this study, but the document the Council received was missing an appendix, which contains a great deal of information, and there were spelling errors throughout. There is also some information that she feels is inconsistent in the document and she cited a few examples of these inconsistencies, including a statement that raised crosswalks are allowed, but other statements that they are not allowed. She is also frustrated by the length of the process for considering traffic calming requests. She concluded that she is not sure the document is clear enough and/or helpful to residents and it does not include metrics, which are most important. Council Member Smith agreed; the document feels incomplete. His expectation was for the Council to receive a list of traffic calming options with pros and cons identified for each option. He believes the best preventative measure would be to simply lower the speed limit on roads in the City rather than focusing on treating the symptoms of high-speed limits. Council Member Petersen added that she also did not find the document to be helpful and she noted there was a great deal of confusion within it.

Mr. Searle thanked the Council for their feedback; he noted this is a draft version of the document and the purpose of this work session was for him to receive input for adjusting and improving it. He cited Council Member Bills' comments about raised crosswalks; he clarified that they are allowed in the City except for on roadways that have been designated as emergency routes. He stated this was discussed in the last meeting with the Council as well and he noted he does not have a strong opinion, but was abiding by the recommendations of City staff, including emergency response officials. This led to high level discussion among the Mayor, Council, Mr. Searle, and City staff regarding desired adjustments in the document. Items of focus included traffic studies for Canal Boulevard;

the approval process for traffic calming decisions; and the need for pros and cons of each traffic calming measure to be included in the document.

Mr. Searle concluded his review of the document, focusing on traffic calming measures for different sections of Canal Boulevard.

Council Member Ball asked if there has been any consideration of whether any traffic calming measure included in the document could create a liability for the City due to the potential for it to damage a private vehicle. He also asked if signage relating to an approaching traffic calming measure helps to reduce the City's liability. City Attorney Patterson stated that appropriately placed signage will help to reduce or mitigate any liability. Mr. Searle stated there are standards for the distance from which signage should be placed announcing an approaching traffic calming measure. Mr. Patterson stated that appropriate marking and maintenance of traffic calming tools is important for reducing the City's liability.

Mayor Ostler concluded the discussion by inviting the Council to email Mr. Spencer with additional input they have regarding the draft document, which will be adjusted and presented to the Council again in a future work session meeting.

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

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:15 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 Timothy A. Ball 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 (absent), Sarah D. Petersen, Scott L. Smith

CITY STAFF PRESENT: City Administrator Erin Wells, Assistant City Administrator/Community Development Director Jay Baughman, 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

OTHERS PRESENT: Jon Hart, Doug Cortney, Pam Redman, John Redman, Dain Hodson, Rachel Hodson, Ty Christensen, Mike Broadhead, Denise Stratton, Dan Stratton, Mike Olson, Jeff Thurman, Wesley Warren, Roger Timmerman, Todd & Patricia Keales, Matt Halterman, Paula Carter, Randy Rindlisbacher, Shaun Athey, Mark Hafen, Adam Anderson, Johnny & Sara McGill, Joy Rios, Robert Rios, Tanner Edwards, September Hogan, Steve Hogan, Nate Woodbury, Mike Martin

1. UNSCHEDULED PUBLIC APPEARANCES

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

John Redman stated that he is not pleased with the road study and Traffic Calming and Pedestrian Safety Manual that was presented during the work session meeting. Most concerning is the length of time it would take for the City to respond to an application for traffic calming. Additionally, there was no mention of environmental impacts and noise pollution. These things need to be added to the study. He noted that the key focus in the document is road classification, but it is important to remember that Canal Boulevard was originally intended to be a collector road and now it is a major collector. The residents have asked for reduced speed limits, stop signs, and other measures, but all of those things are ‘off the table’ based upon the information included in the Manual. He knows there are concerns about the impact that a traffic calming tool can have on an emergency response vehicle, but there must be some compromise in order to address the concerns of residents. He asked that drain compressions be added as an active traffic calming measure in the document; there are examples of these measures being used in Lehi City. He concluded that he analyzed the last traffic accident on Alpine Highway that was a result of excessive speeds; based upon physics, he has calculated that the vehicle was traveling at 73 miles per hour when it exited the road and drove onto a private property, taking out five trees.

2. 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. Approval of Meeting Minutes** *General City Management – Stephanie Cottle, City Recorder*
Regular City Council Meeting – April 18, 2023

Council Member Scott L. Smith MOVED that the City Council approve the meeting minutes of April 18, 2023.

Council Member Sarah D. Petersen SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 4:0.

3. ACTION/PUBLIC HEARING: PHYLLIS SMITH ANNEXATION *Land Use (Legislative) Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public hearing to consider a request by Shaun Athey, representing Phyllis and Trent Smith, to annex approximately 1.13 acres of property located at 7015 W 9600 N. The City Council will take appropriate action.

Planner & GIS Analyst Smith explained that the applicant, Mr. Athey, is requesting to annex approximately 1.13 acres of property located at 7015 W 9600 N. and to assign the R-1-20 zone to the property. Mr. Athey has also

requested that the City agree to allow the applicant to subdivide the property into two (2) lots and allow for the subdivision without the typical road improvements on the Highland City parcel east of the subject property. There is an existing 11'-wide asphalt drive that the applicant would like to keep in place. The applicant would bring the sewer, culinary, and pressurized irrigation water lines down the Highland City parcel for the future house on the second lot. On December 6, 2022, the City Council discussed the potential of waiving specific code requirements as part of a future annexation request. Two Councilmembers mentioned that they would like more time to consider the request and determine whether approval of it would create a problematic precedent for the City. Other Councilmembers shared that they were leaning toward waiving the public improvement requirements. The Council indicated that they were comfortable with the applicant proceeding with the annexation and communicated a willingness to formally consider Phyllis Smith's requested exception. On March 21, 2023, the City Council approved the resolution of intent indicating the intent of Highland City to consider the proposed annexation, and as part of that only require 20' of road with all curb, gutter, sidewalk improvements, and all other requirements by code. Staff's recommendation is that all the Development Code and City engineering regulations be required with the annexation meaning no standard requirements are waived. This ensures that all those who develop in Highland are treated the same and helps to prevent future problems when homeowners are seeking standard City services and when the City is working to maintain those services. Per previous Council direction, an agreement has been drafted to include all standard requirements except to allow 20 feet of asphalt instead of the full asphalt width. The annexation agreement will detail all improvements that the Council decides to require or waive. The following would be required for the applicant to annex the property into Highland City:

- Utilities (2.2.1)
 - If the property owner decides to connect the existing home to City utilities before subdividing, the property owner would be responsible for the extension and connection of such utilities. The owner would also be required to conform to the requirements of the Development Code, including dedicating secondary water shares to the City.
- Impact Fees (2.2.2)
 - Prior to the effectiveness of the approval of the annexation, the applicant shall pay all applicable impact fees for the existing home on the property, as if such home were built or constructed within the City at the time of annexation.

Council Member Smith asked if the City owned parcel was always designed to serve as access to property further to the south, meaning it was always designed to be a road. Ms. Smith stated that is her understanding, but it was never dedicated as a right-of-way; at present, it is a City owned parcel with a private lane for the property owner to the south.

Ms. Smith then summarized public improvements that would typically be required for any subdivision in Highland City. She concluded the Planning Commission voted six to zero to recommend approval of the proposed annexation with the annexation agreement that requires all typical public improvements and fees, but allow 20' of asphalt instead of the full asphalt width. The Commission also stipulated that a concept plan be added as an exhibit to the annexation agreement.

Council Member Smith inquired as to how the property is currently being irrigated. Phyllis Smith stated that the property is served by a well. Randy Rindlisbacher stated he is Ms. Smith's son-in-law. He acknowledged the recommendations of City staff and the Planning Commission, but noted there is some precedence in the City and that precedent should not be ignored. The home directly to the east of Ms. Smith's was not subject to the same improvements along 9600 North or the private lane that staff is recommending be imposed on his family. Furthermore, Mr. Miner, who owns the home at the end of the private lane, was not required to make any improvements on 9600 North or the private lane. He understands the concerns the staff and the Council have about setting further precedence if his family's request is approved, but it is important to consider the decisions of the past as well, which do not have an expiration date. He is asking for the Council to consider negotiating with his family and compromising on the recommendations that have been made. He discussed taxation and the arguments about fairness of such; similar considerations must be given to minor subdivisions submitted by small

landowners. This one-acre of land represents all of the land his mother-in-law owns, and the burden being placed on her reduces the property's value and his mother-in-law's wealth. Some cities are conscientious of this matter, and they provide a minor subdivision provision that requires fewer or no improvements for small developments, but Highland City does not have such a provision and the improvements for a minor subdivision are the same as for a major subdivision. This is a problem and there are unintended consequences of the Highland's development code, including penalizing the poorest landowners of the City and rewarding the wealthiest. The average cost per lot for improvements in a major subdivision is \$75,000 per half-acre. If those improvement costs were applied to his mother-in-law's property, she would be paying \$384,000 to achieve one additional lot. This is four times the burden that is placed on large developers pursuing a major subdivision and he asked the Council to consider if that is really the intent of the City Code. The reduced road width supported by the Council would result in a decrease of just \$9,776, leaving still a burden of \$289,000 to improve just one lot. He stated there is insufficient profit in development; it is possible that his mother-in-law could subdivide her property and end up with less equity than she currently has. He stated that he has two proposals; first would be for the City Council to consider its development code and pursue a permanent change to eliminate these unintended consequences for small landowners. Second would be to waive the requirements for improvements along 9600 North and surface improvements and storm drain on the private lane. His mother-in-law would still install underground utilities on the private land and improve the lot, for a total of approximately \$137,055.

Council Member Smith stated that Mr. Rindlisbacher's information was very helpful; he can understand not wanting to pay for all of the improvements at this time and he asked if the applicant would be willing to agree to future improvements when the rest of the area develops. Mr. Rindlisbacher stated that he feels what he has proposed is already benefiting the adjacent property owners. Council Member Smith stated that it may be possible to reduce the burden on Ms. Smith if the requirement to connect to culinary water is waived. Ms. Smith stated that the existing home could remain on the well service, but the newly created lot must connect to the City's culinary water system and pressurized irrigation system. Mr. Rindlisbacher asked why the City could not consider allowing the well to serve both lots. City Planner Kellie Smith stated that staff could research the matter; if the State of Utah can confirm that the well is producing enough water to serve both lots, the City may be able to consider waiving the requirement to connect to the culinary water system.

Mayor Kurt Ostler opened the public hearing at 7:52 pm.

Doug Cortney stated he sympathizes with the applicant, but he believes the solution Mr. Rindlisbacher has recommended is the wrong solution. He stated that he is ultimately asking the Council to ignore the City Codes that it has adopted. The first of Mr. Rindlisbacher's suggestion, to update the City Code, may be reasonable, But, the second request is unreasonable. Until the City Code is updated, the street is required in order to have sufficient frontage to develop the new lot. It is his opinion that the street must be a 'real street' and the only way to accomplish that is to complete required upgrades and improvements.

Mayor Kurt Ostler closed the public hearing at 7:53.

Council Member Ball referenced Mr. Rindlisbacher's suggestion to amend the Code to provide for reduced burdens on minor subdivision; he asked what would keep developers from buying one-acre parcels throughout the City and taking advantage of the Code amendments. It is not appropriate to define 'rich' and 'poor' developers in the Code or get involved in social justice and dictating capitalism. He stated he empathizes with Mr. Rindlisbacher's points, and he wants Ms. Smith to be able to accomplish a reasonable retirement, but there is a reason for the City's development codes. Mr. Rindlisbacher stated large developers would not take advantage of a code amendment because they will make much less money buying small parcels and pursuing minor subdivisions. Improvement costs for large developments are \$75,000 per lot, but this small development will result in approximately \$140,000 for one lot. Council Member Ball argued that economic policy shapes behavior and as the City approaches buildout, large developers may purchase multiple small lots to take advantage of the loophole in the Code.

Council Member Smith stated that he is struggling with this issue; he usually tries to ‘side with the little guy’ in these situations, but he feels that the requirements being placed on the property will increase its value. Mr. Rindlisbacher stated there will be some increase in the property value, but not enough to cover the potential expense of \$289,000.

Mayor Ostler agreed this is a difficult decision, but the City is not forcing the applicant to annex their property; rather, the owner has initiated this annexation and it is important for the City to consider appropriate requirements for such applications. Council Member Bills agreed, and she feels the City needs to follow the ordinances that have been adopted; if the Council deems a Code amendment is appropriate, that can be considered in the future.

City Attorney Patterson stated that any action taken tonight will be formalized in the annexation agreement; the annexation agreement will then be presented to the applicant for signature. If they do sign, the matter will be brought back to the Council again for final acceptance.

Council Member Brittney P. Bills MOVED that the City Council APPROVE the proposed annexation and annexation agreement requiring all standard public improvements and fees, but allow for 20’ of asphalt.

Council Member Sarah D. Petersen SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>

The motion passed 3:1.

4. PUBLIC HEARING/ORDINANCE: GENERAL PLAN AMENDMENT - PARKWAY DETAIL *General Plan Update (Legislative) - Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public hearing to consider a proposal by City Staff to amend the parkway detail of the Transportation Element in the General Plan to require that it be xeriscape, and also update parkway detail regulations relating to drainage, fence height, and setbacks. The City Council will take appropriate action.

City Planner & GIS Analyst Smith explained at the April 18, 2023 City Council meeting, a communication item was presented to the Council by staff regarding a storm drainage text amendment that would be brought to the City Council at a future meeting as well as an amendment to the Parkway Detail requirements in the General Plan and Engineering Standards. The Council did not express any concerns about the amendment. The Council also previously expressed support for moving away from grass to a xeriscape parkway detail so long as there was appropriate plant coverage and not just rocks. She summarized the request as follows:

1. Xeriscape would now be required in the parkway detail. The landscaping would be required to meet the xeriscape standards outlined in the Development Code, which requires at least 25% of the landscape to contain plants, trees, and shrubs.
2. The proposed amendment removes the requirement of planter areas at all entrances to subdivisions. The intent of this requirement was to provide a variation of landscaping at the entrances to subdivisions when the rest of the parkway detail was required to be grass. Because the xeriscape is also required to have plant material, staff believes there is not a need for additional plant variation at subdivision entrances.

3. The amendment removes the requirement to have 2' tall berms within the widest portion of each bulb.
4. Fence height is to be measured from the elevation of the sidewalk (6' fence required).
5. A cross section is added to show that a 2% slope is required from the base of the fence to the curb and gutter.
6. The sight triangle regulations as defined in the Engineering Standards has been added.
7. The sprinkler system requirements have been updated to state that sprinkler drip systems and placement are to be reviewed and approved by Highland City Staff. The parkway detail to be updated with the Engineering Standards will include the details regarding the type of heads, the locations of the heads, and locations of valve boxes.
8. Additional fence regulations from Section 3-612 of the Development Code have been added to ensure that the fence height and setbacks meet the requirements in the Development Code.

Ms. Smith noted staff finds the proposed amendment meets the following:

1. It is consistent with the current practices and desires of the Engineering and Public Works Departments.
2. It conforms to state law requirements regarding drainage.
3. The slope and fencing requirements are consistent with existing requirements in the Development Code.
4. The change to requiring xeriscape supports the City's efforts to be more water efficient and matches the requirement that all new park strips be xeriscape per the Council's earlier approval.

She concluded the Planning Commission held a public hearing on May 23, 20023. No residents participated. The Commissioners discussed that this update would be for new development. There was also discussion regarding the sight triangle. The Commissioners voted six to zero to recommend approval of the proposed General Plan amendment.

Council Member Smith asked if parkways are located along arterials and collectors and if xeriscaping is encouraged in those areas. Ms. Smith answered yes, and she and the Council discussed the specific areas in the City where xeriscaping would be required or encouraged. Any new improvements would be subject to the updated parkway detail regulations. Mayor Ostler asked if changes to existing improvements, such as the location of the Parks Maintenance Building, would be subject to the updated regulations. City Engineer/Public Works Director Spencer stated that disturbance to the actual frontage will be minimal at that location and staff would try to make improvements that are consistent with existing landscaping; there will likely be a combination of xeriscaping and traditional landscaping. The City wants to be an example to the residents by moving forward with waterwise landscaping methods.

Mayor Kurt Ostler opened the public hearing at 8:13 p.m.

There were no public comments.

Mayor Kurt Ostler closed the public hearing at 8:13 p.m.

Council Member Scott L. Smith MOVED that the City Council APPROVE the proposed amendment to the Transportation Element of the General Plan to require that it be xeriscape, and also update parkway detail regulations relating to drainage, fence height, and setbacks.

Council Member Timothy A. Ball SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 4:0.

9. DISCUSSION: POTENTIAL FENCE REPLACEMENT ALONG ALPINE HIGHWAY *General City Management - Andy Spencer, City Engineer/Public Works Director*

The City Council will review and discuss a received bid from a contractor to complete the fence replacement project along Alpine Highway. The Council will take no action as this will be a discussion item only.

City Engineer/Public Works Director Spencer explained on April 18, 2023, the City Council requested that a bid be brought for review prior to any further consideration regarding a possible Alpine Highway fence replacement project. Staff requested a bid that is inclusive of UDOT permits, traffic control, existing fence demolition and removal, a new six-foot concrete fence, and landscape repair on the City side of the fence. The bid provides for repairing residents' fences that connect to the new fence. The bid does not repair landscaping within the residents' yards. He presented a map that identifies the areas that are included in the bid, and it is about 4,600 feet of fencing. The contractor's bid is \$1,087,050.50, with a 10 percent contingency. The recommended budgetary figure for the Council to use in discussion and analysis is \$1.2 million; no City money has been budgeted towards this project.

Mayor Ostler noted it is important for the public to recognize that the reason this bid is so high is that different regulations and requirements are placed on government entities than if a resident were undertaking the project. Mr. Spencer stated that just one bid has been solicited for discussion purposes, but if the Council decides to proceed, the project will follow the competitive bidding process. The City may save up to 15 percent of the expected costs after the competitive bidding process, but it is unlikely that the total cost will be significantly less.

Discussion among the Council and Mr. Spencer centered on some of the line items in the bid from Strong Solutions, after which the Mayor invited public input.

Nathan Woodbury stated he appreciates the quote and the information about the cost of demolition of the existing fence and traffic control/encroachment permits. He stated that the bid that he and Steve Hogan obtained did not include that information. He stated that he obtained a bid for a six-foot fence for the same distance, and it was \$429,000; the bid for an eight-foot fence was \$612,000. He stated he would prefer an eight-foot fence along his yard, and he would be willing to pay the additional cost for the extra two feet of fence. He then stated that he has personal reasons for desiring a pre-case fence along this property. He noted that he obtained bids in the past for the fence along his property and it was \$14,846; the bid has since increased to \$17,307, but he was told by the City that he could not replace his fence. The biggest issue for him is that his property is located on a main artery road, and he cannot control what happens on the other side of this fence. He stated he is supportive of theme walls and ensuring consistency and beautification of fencing along main thoroughfares in the City, but placing the burden of that improvement on a small group of residents is not fair. Some residents do not have the means to participate in the costs and are unwilling to do so.

Mike Martin thanked the Mayor and Council for considering this issue. He stated that many new areas of the City seem to be getting more attention than the older areas of the City; he and his neighbors have concerns about this fence, which has been classified as a 'theme wall', but those concerns have been ignored and conflicting information has been provided to different residents who own property where the theme wall is located. He stated that he also obtained a bid several years ago to replace the fence and that bid has dramatically increased. He believes Strong Solutions will buy the precast fence from someone else and mark up the product considerably and for that reason he went directly to a source for a bid on pre cast fence and it was \$651,000. He stated that bid includes similar itemization as on the Strong Solutions bid.

Council Member Ball asked if Mr. Martin's bid is for a hollow or solid core fence. Mr. Martin stated that the contractor that provided the bid is present, and he deferred to him. The bid did include keeping the existing pillars rather than demolishing them.

Dan Stratton stated that he believes there are other options for the City to consider besides a traditional precast fence, such as cinder block. He noted that the Alpine Highway is part of the City's trail system and is one of the biggest trails in the community. It is important and necessary to beautify the area because so many people see it when they come to the City.

Steve Hogan stated that if the Alpine Highway is part of the official trail system, there may be federal or state funding available for the fencing. He then asked who would pay for replacement of the fence if a windstorm or other force majeure event came through the City and destroyed the existing fence. It is his understanding that all residents along the road would be required to work together to re-install a theme wall and if the \$1.2 million bid were divided among all residents, the cost per home would be \$37,000. He stated that there are many incidents that have the potential to impact the properties along the roadway and that is why the residents desire a solid pre-cast fence. A sound barrier and beautification are also important. All residents agree that this is not an easy issue to solve, but they would like the Council to work with residents to achieve a solution that is beneficial to all parties.

Johnny McGill stated that he appreciates the Council and the Mayor for the service they provide to the community; he thanked those who personally visited the properties along Alpine Highway to see the condition of the existing fence. He noted that residents have received conflicting information from past City officials and staff, but he also obtained a bid for a solid precast fence in 2017 and it was \$65 per linear foot. He is unsure that bid included the other costs that are included in the Strong Solutions bid, but he feels there may be opportunities for reducing the costs of the project. He asked that the Council consider a shared solution between the City and residents who are personally impacted.

Mike Olsen stated that he has lived in his home for 21 years and in that time the fence has been re-stained or painted three times. It is an eyesore and not appropriate for welcoming people into the City. Three years ago, he asked Mayor Mann about replacing his section of the fence and the answer he received was that 'no one would say anything to him' and that he could proceed. He stated he did proceed at a cost of \$18 per foot. He stated his property line is 105 feet long and he did the labor for the fence, which is constructed of wood. He echoed the sentiments of his neighbors and emphasized that he would like the entire fence to be replaced with something that is aesthetically pleasing and safe.

Sarah McGill stated that she agrees that the residents living along the road will benefit from the new fence, but it will also benefit everyone that drives along the road every day and week. She stated that she recently noticed a new fence along Canal Boulevard, and she is guessing that the residents did not pay for that fence and that the City likely paid the entire cost. She wondered if there may be some public funding for the fence replacement, such as state funding of Mountainland Area of Governments (MAG) money. She has asked in the past for the City to assess impact fees for fencing on new development; with recent development in the area, existing residents have been impacted and she feels that the fence improvement is necessary to preserve quality of life. She concluded that residents should not be required to research meeting minutes from 12 years before they moved to the City to understand if they would be responsible for the fence replacement costs.

Tanner Edwards stated that he loves Highland; he grew up here and wants his kids to grow up here. He is trying to represent those who are not being adequately represented, including those residents with small kids. Their backyards should be a sanctuary for their kids, but that is not the case because the road is not safe, and the fence is not serving as an adequate barrier between traffic and residential properties. He understands concerns about the financial implications of the project, but safety should also be of utmost importance.

Matt Halterman stated he is new to the area; he would not be directly impacted by the fence, but his neighbors will be responsible. As a resident, he would typically not have any influence on the fencing that is installed, but

this is an opportunity to ensure a cohesive fence along this major roadway in the City. He supports his neighbors who are asking for consistency and an arrangement whereby the residents and City can work together.

Robert Rios stated he is also here in support of his neighbors who are impacted by the fence. He has been impressed by the improvements on 100 East. The existing fence was beautiful when it was installed, but 24 years later it is an example of functional obsolescence. The traffic in the area has increased dramatically and it would be tragedy for a car to come through the fence and injure a resident. The Council has the opportunity to increase the beauty of the City and create a lasting legacy.

Adam Anderson stated he is a representative of Rhino Rock, one of the companies that has given residents a bid for a fence and one of the four major manufacturers of concrete fencing in the State of Utah. He cited projects his company has completed in the community and stated it is correct that Strong Solutions is marking up the precast product. He stated something important for the Council to consider is the appropriate location of the fence; if the fence is located on a private property, the private property owner would have the legal right to remove or modify it. This is something that should be addressed in an agreement between the City and residents.

Mr. Martin re-approached and added that according to the Utah Department of Transportation (UDOT), there has been a 29 percent increase on the roadway in the last 10 years. He suspects that will only increase with ongoing development in the City.

There were no additional persons appearing to be heard.

High level discussion among the Council and staff then centered on existing fencing in the City; costs of past projects; the expected life of certain fencing products; the City's participation in past fencing processes; various public funding sources for a fencing project; and different types of precast fencing. Mayor Ostler stated he would like to receive a formal bid from Mr. Anderson's company that takes into consideration the same issues as the Strong Solutions bid.

Council Member Smith stated it is his opinion that fence needs to be replaced in order to improve the safety and beauty of the area and he would like a fencing product that is more permanent in nature. He likes the idea of a themed wall, but he would like for staff to look into funding options, such as other public funds or grant programs. He would also like to see bids from other contractors. He added that the project has the potential to destroy landscaping on private properties and it will be necessary to replace those improvements upon completion of the fence. He suggested creating a committee of City representatives and residents who can come up with recommendations on matters such as hybrid funding of the project, fencing design, and other matters. He stated that he is not willing to raise taxes to pay to replace the fence and it is necessary to determine how the project will be funded.

Council Member Bills likes the idea of creating a committee to consider options. She would also like to explore creative options, such as allowing residents to participate in certain aspects of the project other than the financial aspect. She agreed that the entire burden should not be placed upon residents and that the City needs to assume some responsibility, though she is unsure of the level of responsibility the City should have.

Council Member Ball asked if the City could enlist its grant consultant to evaluate whether there are any grant programs that the City could pursue for the project. Mayor Ostler answered yes. Council Member Ball stated that he is interested in learning more about the different fencing options and which option will increase the safety for residences along the road. He also supported a public/private partnership between the City and residents who are interested in the project.

Council Member Petersen agreed the fence needs to be fixed; many of the posts are falling apart and need to be addressed. She has not arrived at a final opinion relative to the level of involvement for the City, but she is supportive of hearing more information and working with residents to address the problem.

Mayor Ostler discussed the history of the development of the town center and zoning adjustments in the area of the residences that are impacted by the fence; the City has done some maintenance on the fence, but residents have as well, and this has caused confusion regarding the ownership of the fence. If the City handles the fence, there are going to be some costs that cannot be avoided because of a higher standard that is placed on a government project. If residents pursue the bids and a contract, the cost may be lower. He is supportive of exploring unique funding opportunities. He then noted that the existing fence is constructed of wood and there is no problem with a resident replacing the existing fence with a wooden fence. City Attorney Patterson stated that is correct, unless the Council approves something different.

In conclusion, there was high level philosophical discussion among the Council regarding matters such as phasing the project and cost sharing for the project. The group ultimately supported the idea of creating a committee including City representatives and residents, with Council Members Bills and Smith volunteering to serve on the committee as representatives of the Council.

Mike Martin re-approached and stated that he likes the idea of phasing the project over a couple of budget years; he has been told for 26 years that the fence is owned by the City, yet now the City is telling the residents that they are responsible. He stated that he has replaced several slats on his own.

Mayor Ostler and Council Member Ball stated that the City will explore grant programs and other funding options.

The Mayor called for a recess at 9:28 p.m.

The meeting reconvened at 9:41 p.m.

5. ACTION/RESOLUTION: INTERLOCAL COOPERATION AGREEMENT WITH UTOPIA *General City Management – Rob Patterson, City Attorney*

The City Council will consider an Interlocal Cooperation Agreement with UTOPIA for the installation of fiber optic cable and other associated facilities within Highland City streets and other rights-of-way. The Council will take appropriate action.

City Attorney Patterson discussed past Council discussion and direction regarding this matter; on December 6, 2022 the Council considered and tabled the item for further discussion and review. The Council also asked that staff address a potential partnership and/or City purchase of existing fiber conduit. On January 17, 2023, the Council tabled all franchise agreements in order to explore the option for the City to provide fiber or to partner with an entity to provide fiber. On May 16, 2023, after consideration of various fiber options and potential partnership options, the Council directed staff to not proceed with a City-sponsored fiber option at this time and to bring back the pending franchise agreements for review. He then discussed legal requirements regarding this type of issue:

- Cities have the authority to regulate the use of their roads, but are also generally required to not discriminate between or limit private providers of telecommunications services.
- In recent litigation between UTOPIA and American Fork, American Fork was successful in defeating UTOPIA's argument that it was also protected by those same federal laws and regulations that protect private providers.
- UTOPIA's status as a public entity, rather than a private entity, means that whether to allow UTOPIA's expansion within Highland (even without a City sponsorship/partnership) is up to the City Council.

He reviewed the Franchise Agreement terms; the agreement grants UTOPIA access to City street rights-of-way and requires UTOPIA to obtain City permits, provide plans and comply with City construction and excavation standards, backfilling requirements, City standards for undergrounding of lines, and to comply with safety requirements (sight-triangle, barricading, etc.). The agreement also requires UTOPIA to restore and remediate damaged property and includes a 15-year term, renewable on one-year increments up to 50 years unless either party gives notice of non-renewal. Additionally, the City has one-year right to purchase, at fair market value, all

conduit and other facilities installed by UTOPIA at that time, except for UTOPIA facilities needed by UTOPIA for service to other public entities or backbone infrastructure. If the City and UTOPIA enter into a partnership or other arrangement for the City to provide fiber to the entire City, UTOPIA agrees to count all then-existing customers as part of the “take rate” for that partnership, and to not count any expenses/costs incurred by UTOPIA till that point against the “take rate”/cost-sharing provisions of the partnership. He concluded staff recommends approval of the Interlocal Cooperation Agreement with UTOPIA for the installation of their facilities within Highland City rights-of-way.

Council Member Smith asked if entering into this agreement obligates the City to partner with UTOPIA; rather, they would be treated as any other franchise utility. Mr. Patterson stated that is correct, and the City will not be financially obligated whatsoever to participate or partner with UTOPIA. Council Member Smith asked if there are ways for UTOPIA to install their infrastructure without damaging newly laid roadways or if they would be responsible for fully restoring those roadways. City Engineer/Public Works Director Spencer stated that the City does not have a moratorium prohibiting cuts on newly constructed roads; however, unless it is completely unavoidable, the service provider would be required to complete their work within the public utility easements on the side of the road. There are some areas in the City where such easements do not exist, however, and disturbance of the road will occur in those areas and UTOPIA would be required to perform a sophisticated patch to repair the damage.

Council Member Bills asked if UTOPIA will be required to pay franchise fees. Mr. Patterson stated that if someone engages them for telecommunications services, they will be obligated to pay the telecommunications tax. Council Member Bills asked if the same fees or taxes will be imposed on UTOPIA as would be for any other telecommunications provider. Mayor Ostler stated that UTOPIA is tax exempt, and he is unsure the City will collect taxes from them. UTOPIA Executive Director Timmerman stated that UTOPIA’s tax-exempt status only applies to their expenses, but in terms of this type of agreement, they are treated the same as any other service provider or private company. UTOPIA will not pay a direct franchise fee to the City, but that is no different than any other telecommunications provider, such as Century Link or Comcast, both of which do not pay a franchise fee for internet services. Mr. Patterson stated that in terms of franchise, UTOPIA would not be treated differently than any other service provider in the City if the agreement were approved.

Council Member Brittney P. Bills MOVED that City Council approve the Resolution for the Interlocal Cooperation Agreement with UTOPIA for the installation of their facilities within Highland City rights-of-way and authorize the Mayor to sign the resolution and agreement.

There was no SECOND.

Council Member Sarah D. Petersen MOVED that the City Council deny the request for an interlocal agreement with Utopia for a franchise for city rights of way.

Council Member Scott L. Smith SECONDED the motion.

Mayor Ostler stated he is unsure why the City would do something different with UTOPIA than with other service providers; if the goal is to get internet service to residents, this is a reasonable arrangement. Council Member Ball stated that the previous argument was that the City will not receive any benefit through authorizing the agreement. Mayor Ostler stated that if the franchisee were Comcast, the City would get the same level of revenue from Comcast as from UTOPIA. Mr. Patterson stated that is correct; UTOPIA will have the same impact on the City as any other provider would and if any telecommunications revenues are received from UTOPIA, it would be the same as another service provider.

Council Member Smith stated that he has been approached by citizens who are very opposed to UTOPIA, for whatever reason. He has heard no support for UTOPIA from his residents. He is also concerned that UTOPIA was installing infrastructure before getting proper approval from the City and the only reason that is a known issue is that they got caught. Council Member Petersen stated that her concerns come from the fact that there have

been several contradictions to the information that has been provided about UTOPIA and other cities have gotten ‘a sour taste in their mouth’ after working with UTOPIA. Her instinct is that this is a bad idea for the City, and she is going to rely on that instinct. Mayor Ostler stated the City has also heard complaints about Comcast and he wondered if the Council would support a franchise agreement with Comcast. Council Member Petersen stated it makes a difference to her that UTOPIA is essentially a government agency rather than a private agency; she does not appreciate their business model and how they have dealt with the City thus far. She would likely make a different decision regarding Comcast because they are a private company. Council Member Ball stated that the model that the City is considering with UTOPIA tonight is much different than other cities have been part of; other cities joined a model that required them to guarantee certain revenues for UTOPIA, but that is not what is being recommended in Highland. He added that this agreement will simply open fiber options to the free market.

City Administrator Wells addressed Council Member Smith’s point about UTOPIA completing infrastructure work ahead of securing approval from the City and noted that many other service providers do that same thing; they often lay conduit ahead of installing fiber.

Mayor Ostler called for a vote on the motion to deny the agreement.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>No</i>
<i>Council Member Brittney P. Bills</i>	<i>No</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>
<i>Mayor Kurt Ostler</i>	<i>No</i>

The motion failed 3:2.

Council Member Brittney P. Bills MOVED that City Council approve the Resolution for the Interlocal Cooperation Agreement with UTOPIA for the installation of their facilities within Highland City rights-of-way and authorize the Mayor to sign the resolution and agreement.

Council Member Timothy A. Ball SECONDED the motion.

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>No</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>
<i>Mayor Kurt Ostler</i>	<i>Yes</i>

The motion passed 3:2.

Council Member Timothy A. Ball MOVED to extend the meeting to 10:25 pm.

Council Member Scott L. Smith SECONDED the motion.

All voted in favor and the motion passed.

6. ACTION: SAFE ROUTES TO SCHOOL GRANT - HIGHLAND ELEMENTARY

General City Management - Andy Spencer, City Engineer/Public Works Director

The Council will consider approving a federal-aid agreement for sidewalk improvements associated with City-owned streets in the vicinity of Highland Elementary. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained in 2021, the City applied for a Safe Routes to School grant for the area surrounding Highland Elementary. The original project was budgeted at a total cost of \$199,988 with the City obtaining all necessary rights-of-way and paying \$19,990.80 toward the project. UDOT awarded the project but limited the use for the grant funds to sidewalks and related items only. They did not fund roadway items such as curbs, asphalt extension, etc. The grant was awarded in the amount of \$130,000. Since that time, inflation has been substantial. In recognition of the lesser award by UDOT and the inflation, the FY2024 tentative City budget includes \$100,000 as matching funds toward this grant. This provides a total funding of \$230,000 for the project. Additionally, staff have spoken with UDOT regarding the significant inflation that has occurred. UDOT has agreed that if the City and project funding is insufficient, the scope can be reduced to remain in budget. The grant does require the City to include non-discrimination verbiage in our project bid solicitations. This requirement is not a concern because City policy also prohibits discriminatory practices. Additionally, there is one parcel that still runs to the center of the street on 6000 West. The City will need to acquire the project right-of-way prior to the commencement of the project. This acquisition is not part of the grant funding, but will come from the City's \$100,000 share. The cost of this project is \$230,000, with \$130,000 of the funds coming from the grant. The tentative FY2024 City budget includes \$100,000 toward the project. The project is likely to span fiscal years with some of the work occurring in FY2024 and some potentially in FY2025. Staff recommends approving the agreement with UDOT to obtain grant funds for sidewalks in the vicinity of Highland Elementary.

Council Member Scott L. Smith MOVED that City Council APPROVE the federal-aid agreement for the Highland Elementary Safe Routes to School grant and AUTHORIZE the City Engineer to sign the contract documents.

Council Member Brittney P. Bills SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 4:0.

7. ACTION: ROAD WIDENING PROJECT AT KNIGHT AVENUE/OLE BISH LANE AND NORTH COUNTY BOULEVARD

General City Management - Andy Spencer, City Engineer/Public Works Director

The Council will consider awarding a construction contract with Acme Construction, Inc. for the Knight Ave/Ole Bish Lane improvements at North County Boulevard to accommodate a forthcoming traffic signal that will be installed by UDOT.

City Engineer/Public Works Director Spencer explained previously, the City contacted UDOT in requesting a potential signal at Knight Avenue/Ole Bish Lane and North County Boulevard. UDOT found the intersection warranted a traffic signal provided the City would undertake the improvements deemed necessary to the City streets. The City commissioned the design for the improvements and placed the project out to bid. There was one bidder, Acme Construction, Inc. The bid from Acme was within 5% of the engineers' estimate. As such, staff

feel the bid is reasonable. The staff called and verified Acme’s work references and received positive feedback. The cost of this project is \$234,686.50, with a 10% contingency, the project total is \$258,155. Funding for this expense is included within the FY2023 & FY2024 budget years as follows:

- Approx. \$129,078 in 41-40-71, Major Road Maintenance; and
- Approx. \$129,077 in 56-40-70, Road Fee Projects.

Staff recommend awarding a construction contract with Acme Construction, Inc. for the improvements to the City streets that are necessary for UDOT to subsequently install a traffic signal.

Council Member Smith stated he appreciates Mr. Spencer’s work on this and congratulated him on gaining the support of UDOT. He then asked if the project should help the residents living to the north of the project area. Mr. Spencer answered yes, though the improvements may not be as significant as some are hoping. It will help to increase traffic safety near the high school.

Council Member Brittney P. Bills MOVED that City Council APPROVE the construction contract with Acme Construction, Inc. for the construction of site improvements at Knight Ave/Ole Bish Ln and North County Blvd in an amount up to \$258,155 and AUTHORIZE City Administrator to sign the contract documents.

Council Member Sarah D. Petersen SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 4:0.

8. EXPEDITED

a. RESOLUTION: Personnel Policy Amendment for Bereavement Leave *General City Management (Legislative) Jay Baughman, Assistant City Administrator*

The City Council will discuss draft updates to the City’s Personnel Policies in order to adopt rules and procedures required by Utah Code 10-3-1103. The Council will take appropriate action.

Assistant City Administrator Baughman explained in 2022, Senate Bill 63 was passed, and later codified as Utah Code 10-3-1103, that mandated the inclusion of a miscarriage of a baby as an occurrence under which a municipal employee is entitled to bereavement leave. This agenda item adds that provision including stillborn births and generally revises the City’s Bereavement Leave policy from “Funeral Leave” to allow for more flexibility for an employee who has experienced the loss of a family member. These revisions also allow for more time for employees if the funeral or family needs are out of the state. On March 21, 2023, City Council discussed the idea of amending personnel policies to allow leave for employees who experience a miscarriage or stillbirth. Council directed staff to bring back updated policies with language clarifying this. He facilitated review of the text amendment in the Personnel Policies manual and concluded staff recommends the Council adopt the proposed changes to the city personnel policies.

Council Member Petersen stated she has worked as a labor and delivery nurse and also has a daughter who experienced a still birth at 30 weeks; in such cases, the female body experiences full child labor and delivery and the recovery time is similar to that for a live birth. Many companies offer maternity leave in these cases even

though there is not a living child. She asked if the City would consider the same type of leave policy. City Administrator Wells noted that a City employee in that situation could apply for Family and Medical Leave Act (FMLA) leave and the City's maternity leave would apply. City Attorney Patterson added that the purpose of this policy amendment is to provide an additional five days of leave for an employee involved in experiencing a still birth or miscarriage.

Council Member Ball stated that he and his wife experienced a miscarriage very early in his wife's pregnancy, but it was very impactful and difficult for them. He asked if the policy would apply to those situations. Mr. Patterson stated that if an employee reports a miscarriage or stillbirth, the City will not try to differentiate between the seriousness of the event based on the length of the pregnancy and the leave will be granted. Mayor Ostler added that many handle miscarriages in a very private fashion and they may not even report the event to the City to take advantage of the leave.

Council Member Bills thanked staff for handling this issue so quickly after receiving a request from the Council to do so.

Council Member Timothy A. Ball MOVED that the Highland City Council ADOPT the Highland City Resolution amending portions of the Highland City Personnel Policies related to the requirements of Utah Code 10-3-1103.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 4:0.

10. 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. FY24 Budget Updates: Sales Tax & Planning Commission Salaries** - Tyler Bahr, Finance Director & Jay Baughman, Assistant City Administrator/Community Development Director

Finance Director Bahr reported the Utah League of Cities and Towns (ULCT) commissioned a study on sales tax trends which highlighted 63 other Utah cities, but was indicative of regional trends that impact Highland City. The consultant that performed the study has forecasted an increase in sales tax revenues in FY23, but a decrease in sales tax in FY24. Thus far in the current FY, the City has received \$2,896,312 in general use sales tax through nine months. For the first five months, the City's revenues averaged 13 percent over prior year. For the last four months, growth slowed and averaged 2.3 percent over the prior year. If the final three months follow the same trend of 2.3 percent over FY22, FY23 will finish at roughly \$3.9MM, which is a 6.3 percent increase over FY22.

Council Member Ball asked if he performs a 12-month rolling average for sales tax revenue, or if the comparison is weighted for seasonal spending trends. Mr. Bahr stated that the 2.3 percent increase is seasonal. Council Member Ball stated he feels it would be more accurate to consider a 12-month rolling average.

Council Member Smith stated he appreciates that the City staff is conservative in their budgeting practices, but he tends to be optimistic about revenues for the City and he hopes that past trends persist. Mr. Bahr agreed.

Assistant City Administrator Baughman then reported on the City's benchmarking for compensation for Planning Commissioners; he presented a chart indicating Highland's compensation is at the midpoint of compensation paid by other cities in the area.

Council Member Smith stated that due to recently adopted State legislation, the Planning Commission will be handling additional land use issues and he is comfortable increasing their compensation. Council Member Bills stated she also supports an increase because elected officials and City employees were also given an increase. She suggested a percentage increase commensurate with that offered to other City employees. The Council discussed an appropriate increase and settled on \$80 per meeting.

- b. Fee Schedule Update: Garbage, Cemetery** - *Tyler Bahr, Finance Director & Jay Baughman, Assistant City Administrator/Community Development Director* Tyler: city required to publish fee schedule. Some of the changes: Park impact fee, culinary water meter fees, pi water meter fees, 3% cemetery plots, maintenance agreement application fee, interlibrary loan, garbage and recycling – no change, open space fee – removed. Fee schedule can be amended at any time, so you can add the traffic calming. Jay: in original budget was estimated at \$900K, revised down to \$850K.

Finance Director Bahr reported that the City is required to publish all rates in a comprehensive fee schedule and staff will present the full fee schedule for Council approval on June 20. He summarized the proposed changes that will be presented:

- Park impact fee – increase from \$5,854 to \$6,301 (SFR)
- Culinary water meter fees – included rates for larger commercial meters to cover the current cost.
- PI water meter fees – included rates for larger meters, **reduced** the cost of ¾-inch.
- Cemetery – 3% increase as per funding plan
- Maintenance agreement application – new fee (\$25)
- Interlibrary loan – increasing from \$3 to \$5.
- Garbage & recycling – no change
- Open space fee – removed.

Assistant City Administrator Baughman reported that there will be no change in the FY2024 garbage and recycling fees; the proposed budget had the Waste Management Hauling fee estimated at \$900,000, but that will be adjusted down to \$850,000.

- c. Fraud Risk Assessment: FY23 Report and Steps for Next Year-** *Tyler Bahr, Finance Director*

This item was not discussed.

- d. Highland Glen Pond Water Management Plan** - *Andy Spencer, City Engineer/Public Works Director*

This item was not discussed.

e. Active Transportation Plan – *Kellie Smith, Planner & GIS Analyst*

Assistant City Administrator Baughman reported that the proposed Active Transportation Plan will be delivered to the Council in a few days in preparation for a detailed discussion on June 20.

f. Flooding Update – *Andy Spencer, City Engineer/Public Works Director*

City Engineer/Public Works Director Spencer reported that he is hopeful that the worst of the flooding events for this year are over.

Council Member Smith thanked City staff and other government agencies for their efforts to mitigate the impact of flooding in the community. He inquired as to the highest flow of the water at the mouth of the canyon. Mr. Spencer stated that he believes the flow approached 850 cubic feet per second (CFS).

g. Alpine Food Storage Update – *Kurt Ostler, Mayor*

Mayor Ostler reported the Wadsworths are still shooting to hit the target of opening for business at their new location in the middle of June, but it is more likely that they will still be moving at the end of June.

h. Future Meetings

- June 14, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- June 20, City Council Work Session & Meeting, 6:00 pm, City Hall
- June 27, Planning Commission Meeting, 7:00 pm, City Hall
- July 12, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- July 18, City Council Meeting, 7:00 pm, City Hall
- July 25, Planning Commission Meeting, 7:00 pm, City Hall

11. 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 Sarah D. Petersen SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 10:41 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 June 6, 2023. This document constitutes the official minutes for the Highland City Council Meeting.


Stephannie Cottle, CMC
City Recorder



6:00 PM WORK SESSION – TRAFFIC CALMING TOOLBOX

Call to Order – Mayor Kurt Ostler

1

Welcome to the Highland City Council Meeting

June 6, 2023

Please Sign the Attendance Sheet



2



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

3



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

CONSENT ITEMS *(5 minutes)*

2a. Approval of Meeting Minutes: April 18, 2023
General City Management

5



PHYLLIS SMITH ANNEXATION *Land Use (Legislative)*

Item 3 – Action/Public Hearing
Presented by – Kellie Smith
Planner & GIS Analyst

6

Prior Council Direction

- December 6, 2022 – Communication Item
 - Councilmembers expressed differing opinions on either being willing to waive public improvement requirements and needing more time to make a decision.
- March 21, 2023 – Resolution of Intent
 - The City Council approved the resolution of intent, and as part of that only require 20' of road with all curb, gutter, sidewalk improvements, and all other requirements by code.

7

Vicinity Map



8

Staff Recommendation

The decision to annex and under what circumstances are legislative decisions. Because the City Council has directed staff to allow for an exception to a typical Development Code requirement, the City Council must receive a recommendation from the Planning Commission before the City Council can approve or deny the annexation. The Planning Commission's recommendation is below.

The City Council has complete discretion in making these decisions. Staff recommends the City Council consider the staff analysis below and potential impacts from not requiring the City's standard regulations. After considering these issues and the Planning Commission's recommendation, Staff recommends the City Council **APPROVE** the request to annex with any stipulations and/or exceptions from City standard that the City Council decides to allow.

9

Process

- Resolution of intent (March 21, 2023)
- Planning Commission Recommendation (May 23, 2023)
 - This is only required when the request involves changes from code requirements
- Council Action (approval or denial) w/Public hearing
- Annexation Agreement

10

Summary of the Request

- 1.13 acres
- Proposed to be zoned R-1-20
- Requesting to use the City-owned parcel as road frontage to be able to subdivide into 2 lots.
- The applicant would bring the needed utilities down to the south lot. They are requesting to keep the existing private lane (11' of asphalt) as is.

11

Highland City Annexation Policy Plan

- This property is in the expansion area
- Planned to be zoned R-1-20
- To subdivide, the property has enough square footage, but not enough road frontage
 - The applicant has requested that the city-owned parcel to the east count as road frontage

12

Utility Requirements for Existing Home

- If the applicant decides to connect the existing home to Culinary, they must also connect to PI
 - The applicant may however connect to PI without having to connect to culinary
- Applicant shall bear all costs for extension and connection of any utilities if such connections are required or requested. All work and connections shall conform to City Code requirements

13

Subd. Public Improvement Requirements - Utilities

- **Culinary** – culinary shares not needed; water line to be extended down to service the new lot; meter fees required with the building permit
- **Pressurized Irrigation** – water share dedication; required to connect both lots to PI; impact fees
- **Sewer** – required to connect both lots to city sewer; will need to pay all applicable impact fees (city sewer & TSSD)
- **Storm Drain** – improvements based on percolation rates; provided by the subdivider with the civil plan application

14

Subd. Public Improvements - Street

- 9600 N
 - ROW dedication + curb, gutter, sidewalk, and additional asphalt as needed
 - **Lehi Irrigation** – abandoned ditch on west side of property; will need to be removed and filled as required by Lehi Irrigation
 - Staff is proposing the applicant be required to complete the 9600 N improvements with the subdivision or within **4 years** (whichever occurs first). If the applicant does not subdivide nor complete the 9600 N improvements within that time, the City shall be entitled to withhold any land use approval related to the property until the 9600 improvements are completed (Section 2.4.1 in the agreement).
- Highland City Parcel
 - Half-street improvements + 10' of asphalt along the portion that abuts the Smith's property; proposed additional sidewalk requirement along future cul-de-sac
 - Dedication –to be included in subdivision plat; additional 1.5' be dedicated to meet standard 56' (south of the home); also propose to require additional ROW for future cul-de-sac

15

Planning Commission Action

- On May 23, 2023, the Planning Commission voted 6:0 to recommend APPROVAL of the proposed annexation with the annexation agreement that requires all typical public improvements and fees, but allow 20' of asphalt instead of the full asphalt width.
- The Commission also stipulated that a **concept plan** be added as an exhibit to the annexation agreement.

16



9600 N (curb, gutter, sidewalk, asphalt, right-of-way dedication)

City Parcel (curb, gutter, sidewalk, 20' of asphalt, 1.5' right-of-way dedication south of existing home, utilities)

17

Motion to Approve

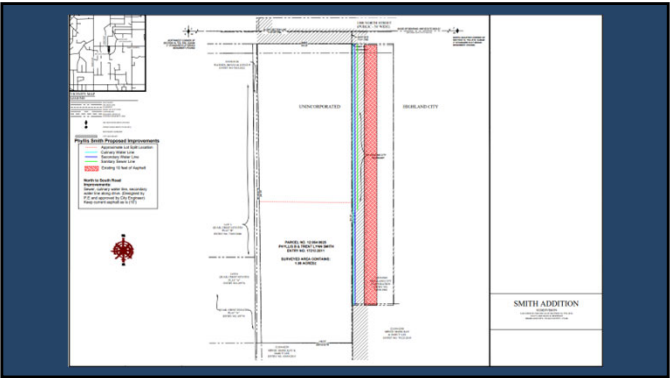
I move that the City Council APPROVE the proposed annexation and annexation agreement requiring all standard public improvements and fees, but allow for 20' of asphalt.

18

Alternative Motion

I move that the City Council APPROVE the proposed annexation and annexation agreement subject to the following: (The Council will need to draft appropriate stipulations and/or exceptions to the Code to include in the annexation agreement).

19



20

Estimated Phyllis Smith Annexation Cost To Build Summary			
Cost To Build Improvements as Per City Code		Phyllis Smith Proposed Improvements	
9600 North Improvements:		9600 North Improvements:	
8" Roadbase - 9600 North:	\$ 1,454.49	8" Roadbase - 9600 North:	\$ 1,454.49
4" Asphalt - 10' Wide 9600 North:	\$ 4,748.83	4" Asphalt - 10' Wide 9600 North:	\$ 4,748.83
24" Curb & Gutter - 9600 North:	\$ 2,046.00	24" Curb & Gutter - 9600 North:	\$ 2,046.00
Sidewalk 5' x 6" 9600 North:	\$ 173,124.10	Sidewalk 5' x 6" 9600 North:	\$ 173,124.10
Sidewalk Base 9600 North:	\$ 8,025.03	Sidewalk Base 9600 North:	\$ 8,025.03
Total:	\$ 31,398.44	Total:	\$ 31,398.44
Improved Sub Street:		Improved Sub Street:	
Earthwork:	\$ 19,175.00	Earthwork:	\$ 19,175.00
Sewer:	\$ 37,800.02	Sewer:	\$ 37,800.02
Storm Drain:	\$ 25,604.01	Storm Drain:	\$ 25,604.01
Culinary Water:	\$ 32,802.52	Culinary Water:	\$ 32,802.52
Pressurized Irrigation:	\$ 26,070.65	Pressurized Irrigation:	\$ 26,070.65
Handicaps (Curb, gutter, sidewalk, Asphalt):	\$ 88,335.37	Handicaps (Curb, gutter, sidewalk, Asphalt):	\$ 88,335.37
Engineering Cost:	\$ 13,500.00	Engineering Cost:	\$ 13,500.00
Misc. Expenses (Septic Removal, Gas, Power, Materials Testing, Traffic Control, Etc.):	\$ 24,028.00	Misc. Expenses (Septic Removal, Gas, Power, Materials Testing, Traffic Control, Etc.):	\$ 24,028.00
Total:	\$ 267,315.56	Total:	\$ 267,315.56
Various Improvement Scenarios:		Various Improvement Scenarios:	
Total: 9600 N and Sub Street:	\$ 298,714.00	Total: 9600 N and Sub Street:	\$ 308,490.96
Total: 9600 N and Sub Street:		Total: 9600 N and Sub Street:	\$ 137,055.35

21



GENERAL PLAN AMENDMENT - PARKWAY DETAIL

General Plan Update (Legislative)

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

22

Prior Council Direction

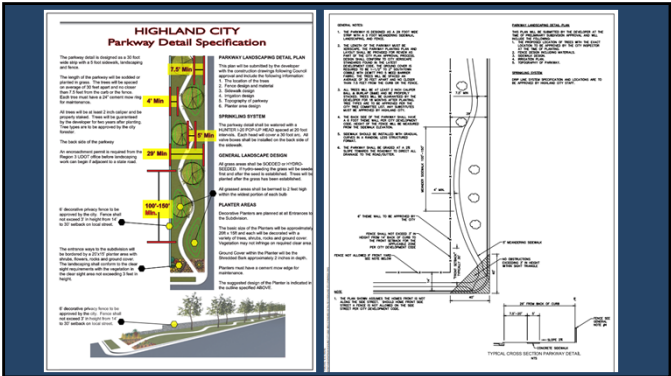
- April 18th City Council - communication item relating to storm drainage and updating the parkway detail
- May 16th - The City Council approved an ordinance in the Development Code requiring the following:
 - Fencing or walls associated with the Parkway Detail or other fencing directly adjacent to public property along public rights-of-way shall be set such that drainage flows at a minimum of 2-percent slope from the base of the fence perpendicularly to the curb and gutter on the adjacent public right-of-way.

23

Staff Recommendation

Staff recommends the Planning Commission hold a public hearing, accept the findings, and recommend **APPROVAL** of the proposed General Plan amendment updating parkway detail requirements.

24



25

The diagram, titled "GP Amendment", illustrates various landscaping and fencing standards. It includes sections for "GENERAL LANDSCAPE DESIGN" and "FENCING". The "GENERAL LANDSCAPE DESIGN" section specifies that the parkway shall be landscaped with a minimum of 2' tall berms and 2' wide planters. It also mentions that the parkway shall be landscaped with a minimum of 2' tall berms and 2' wide planters. The "FENCING" section specifies that the parkway shall be landscaped with a minimum of 2' tall berms and 2' wide planters. The diagram includes a cross-section view of a parkway showing a 2' wide planter, a 2' tall berm, and a 2' wide sidewalk. It also includes a plan view of a parkway showing a 2' wide planter, a 2' tall berm, and a 2' wide sidewalk.

GP Amendment

- Xeriscaping required (25% plant coverage)
- Removes planter requirement
- Removes 2' tall berms
- Theme wall height measured from sidewalk elevation
- 2% slope (cross section added)
- Sight triangle added
- Drip system for landscaping
- Setback details for fencing

26

Citizen Participation

- Public Hearing Noticing
 - State and City Websites
 - 3 public places
 - Mailed to affected entities
- 1 comment received relating to the sight triangle.

27

Planning Commission Action

The Planning Commission held a public hearing on May 23, 2023. No residents participated. The Commissioners discussed that this update would be for new development. There was also discussion regarding the sight triangle. The Commissioners voted 6:0 to recommend APPROVAL of the proposed general plan amendment.

28

Findings

1. It is consistent with the current practices and desires of the Engineering and Public Works Departments.
2. It conforms to state law requirements regarding drainage.
3. The slope and fencing requirements are consistent with existing requirements in the Development Code.
4. The change to requiring xeriscape supports the City's efforts to be more water efficient and matches the requirement that all new park strips be xeriscape per the Council's earlier approval.

29

Motion to Approve

I move that the City Council APPROVE the proposed amendment to the Transportation Element of the General Plan to require that it be xeriscape, and also update parkway detail regulations relating to drainage, fence height, and setbacks.

30



POTENTIAL FENCE REPLACEMENT ALONG ALPINE HIGHWAY

Item 9 – Discussion
Presented by – Andy Spencer
Public Works Director/City Engineer

31

Prior Council Direction

On April 18, 2023, the City Council requested that a bid be brought for review prior to any further consideration regarding a possible Alpine Highway fence replacement project.

32

Location Map



HIGHLAND CITY
Alpine Hwy Theme Wall Fence
10960 N to 10980 N = 122 ft
10980 N to 10720 N = 1,184 ft
10720 N to Country Club Dr = 775 ft
10440 N to 10220 N (East of Road) = 800 ft
10220 N (East of Road) to 10130 N (West Park Rd) = 833 ft
10130 N (West Park Rd) to 10000 N (East of Road) = 800 ft
Total Length = 4,371 ft



33

Bid



SS STRONG
Brayn Systems LLC
111 E 20th N
Suite 101, 84713
PH: 973-428-1111
info@braynsystems.com

Estimate
ADDRESS: Highland City
402 W Oak Center Drive Suite 1
Highland, UT 84002
ATTN: PUBLIC WORKS
Name: Andy Spencer
Phone: 973-428-1111

DESCRIPTION	QTY	UNIT	AMOUNT
Substation	1	75,000.00	75,000.00
Fence Demo and Temp Fence	4,371	37.00	161,727.00
Tree Trimming	175	155.00	27,125.00
Pre Cast Sound Wall Installation	4,371	125.00	546,138.00
Traffic Control (Encasement Panels 60' deep)	60	1,475.00	88,500.00
Repair of existing landscape "Excludes Tree Replacement"	137,130	0.95	130,273.50
Repair of existing landscape to be in Service. Should not include	42	325.00	13,650.00
Material Removal			
Encasement			
* Utility Conflicts			
* See Truck for notes 12 of utility (Budget 20000)			
TOTAL			\$1,087,950.50

34



INTERLOCAL COOPERATION AGREEMENT WITH UTOPIA *General City Management*

Item 5 – Action/Resolution
Presented by – Rob Patterson
City Attorney

35

Prior Council Direction

- December 6, 2022 – Council considered and tabled item for further discussion and review; council asked to address potential partnership and city purchase of existing conduit
- January 17, 2023 – Council tabled all franchise agreements in order to explore the option for the City to provide fiber or to partner with an entity to provide fiber
- May 16, 2023 – After consideration of various fiber options and potential partnership options, the Council directed staff to not proceed with a City-sponsored fiber option at this time and to bring back the pending franchise agreements for review

36

Legal Requirements

- Cities have authority to regulate the use of their roads, but are also generally required to not discriminate between or limit private providers of telecommunications services
- In recent litigation between UTOPIA and American Fork, American Fork was successful in defeating UTOPIA's argument that it was also protected by those same federal laws and regulations that protect private providers.
- UTOPIA's status as a public entity, rather than a private entity, means that whether to allow UTOPIA's expansion within Highland (even without a City sponsorship/partnership) is up to the City Council

37

Franchise Agreement Terms

- Grants UTOPIA access to City street rights-of-way
- Requires UTOPIA to obtain City permits, provide plans and comply with City construction and excavation standards, backfilling requirements, City standards for undergrounding of lines, and to comply with safety requirements (sight-triangle, barricading, etc.)
- Requires UTOPIA to restore and remediate damaged property
- 15-year term, renewable on one-year increments up to 50 years unless either party gives notice of non-renewal

38

Partnership and Purchase Option

- City has one-year right to purchase, at fair market value, all conduit and other facilities installed by UTOPIA at that time, except for UTOPIA facilities needed by UTOPIA for service to other public entities or backbone infrastructure
- If the City and UTOPIA enter into a partnership or other arrangement for the City to provide fiber to the entire City, UTOPIA agrees to count all then-existing customers as part of the "take rate" for that partnership, and to not count any expenses/costs incurred by UTOPIA till that point against the "take rate"/cost-sharing provisions of the partnership

39

Motion to Approve

I move that City Council approve the Resolution for the Interlocal Cooperation Agreement with UTOPIA for the installation of their facilities within Highland City rights-of-way and authorize the Mayor to sign the resolution and agreement.

40

Motion to Deny

I move that the City Council deny the request for an interlocal agreement with UTOPIA for a franchise for the City rights-of-way

41



SAFE ROUTES TO SCHOOL GRANT -
HIGHLAND ELEMENTARY

General City
Management

Item 6 - Action

Presented by - Andy Spencer
City Engineer/Public Works Director

42

Prior Council Direction

The Council has previously been advised of the grant award. Council comments have been favorable toward accepting the grant.

43

Project Location



44

Project Location



45

Grant Conditions

- 2021 Project Estimate \$199,988
- UDOT Grant: \$130,000
- Tentative FY2024 Budget \$100,000 for project
- ROW must be obtained by City
- UDOT has indicated that scope can be flexible.
- City advertisements for project must include non-discrimination verbiage

46

Motion to Approve

I move that City Council APPROVE the federal-aid agreement for the Highland Elementary Safe Routes to School grant and AUTHORIZE City Engineer to sign the contract documents.

47



**ROAD WIDENING PROJECT AT
KNIGHT AVENUE/OLE BISH LANE
AND NORTH COUNTY BOULEVARD**
General City Management

Item 7 - Action
Presented by - Andy Spencer
City Engineer/Public Works Director

48

Prior Council Direction

The Council has previously made aware of the forthcoming improvements in prior Council meetings. Council feedback to date has been in support of the project.

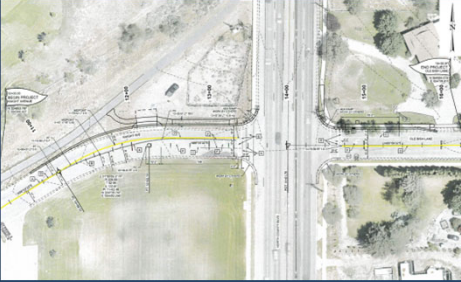
49

Project Purpose

To facilitate a new traffic signal the City must improve the side streets at the intersection. UDOT will pay for installation of the traffic signal.

50

Project Location



51

Motion to Approve

I move that City Council APPROVE the construction contract with Acme Construction, Inc. for the construction of site improvements at Knight Ave/Ole Bish Ln and North County Blvd in an amount up to \$258,155 and AUTHORIZE City Administrator to sign the contract documents.

52



**PERSONNEL POLICY AMENDMENT
FOR BEREAVEMENT LEAVE** *General
City Management*

Item 8a - Action
Presented by - Jay Baughman
Assistant City Administrator/Community Development Director

53

Prior Council Direction

On March 21, 2023, City Council discussed the idea of amending personnel policies to allow leave for employees who experience a miscarriage or stillbirth. Council directed staff to bring back updated language expanding and clarifying this policy.

54

Proposed Changes to the Policy

9. FUNERAL BEREAVEMENT LEAVE

Following the death of an employee's immediate family members, including spouse, parents, parents-in-law, children (including a miscarriage or stillbirth), children's spouses, grandparents, spouse's grandparents, grandchildren, brothers, sisters, brothers-in-law, and sisters-in-law, or other close relations as approved by the City Administrator, The the City Administrator, or designee, shall grant an employee up to three (3) days of funeral bereavement leave with pay to attend in-state funerals or for other needs related to death and five (5) days for out of state funerals or other out-of-state business related to the death, to attend the funeral of the employee's immediate family members, including spouse, parents, parents-in-law, children, children's spouses, grandparents, spouse's grandparents, grandchildren, brothers, sisters, brothers-in-law, and sisters-in-law. Funeral Bereavement leave shall not be charged against accrued annual vacation or sick leave.

55

Proposed Changes to the Policy

9. BEREAVEMENT LEAVE

Following the death of an employee's immediate family members, including spouse, parents, parents-in-law, children (including a miscarriage or stillbirth), children's spouses, grandparents, spouse's grandparents, grandchildren, brothers, sisters, brothers-in-law, and sisters-in-law, or other close relations as approved by the City Administrator, the City Administrator, or designee, shall grant an employee up to three (3) days of bereavement leave with pay to attend in-state funerals or for other needs related to death and five (5) days for out of state funerals or other out-of-state business related to the death. Bereavement leave shall not be charged against accrued annual vacation or sick leave.

56

Motion to Approve

I move that the Highland City Council ADOPT the Highland City Resolution amending portions of the Highland City Personnel Policies related to the requirements of Utah Code 10-3-1103.

57



FY24 BUDGET UPDATES: SALES TAX & PLANNING COMMISSION SALARIES

Item 10a - Communication
Presented by - Tyler Bahr, Finance Director
Jay Baughman, Assistant City Administrator/Community Development Director

58

Market Analysis

- Utah League of Cities & Towns commissioned a study on sales tax trends performed by Econowest Associates
- Study highlighted 63 other Utah cities, but indicative of regional trends that impact Highland
- Forecast
 - FY23: 4.8% increase over FY22
 - FY24: 2.8% decrease over FY23

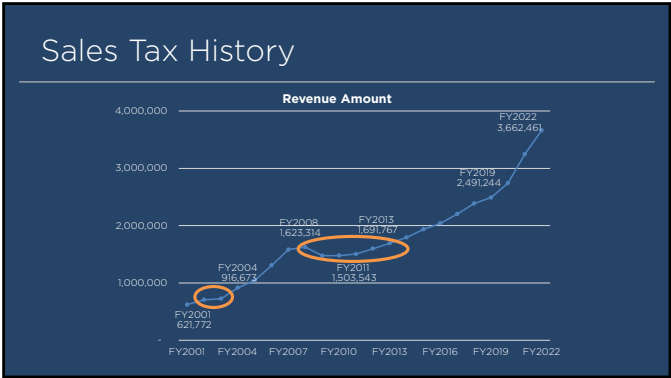


59

Highland Analysis

- Received \$2,896,312 in general use sales tax through nine (9) months
- First five (5) months averaged 13% over prior year
- Last four (4) months (through May) growth slowed & averaged 2.3% over prior year
- If final three (3) months follow the same trend of 2.3% over FY22, FY23 will finish at roughly \$3.9MM (6.3% increase over FY22)

60



61

FY24 Budget

- Discussed estimates as high as \$4.3MM
- Mayor's tentative budget included \$4.0MM
- Based on recent analysis & ULCT study, revised projection to \$3.9MM

62

Medical Benefits

- Estimated at 10% increase in Mayor's tentative budget
- Renewal rate negotiated down to 4%
- Savings of \$23K

63

Planning Commission Compensation

City	Per Meeting
Pleasant Grove	\$ -
Vineyard	\$ 30
Saratoga Springs	\$ 50
Highland	\$ 56
Lehi	\$ 96
Draper	\$ 100
Lindon	\$ 100
Average	\$ 62

64

FEE SCHEDULE UPDATE: GARBAGE, CEMETERY

Item 10b - Communication

Presented by - Tyler Bahr, Finance Director
Jay Baughman, Assistant City Administrator/Community Development Director

65

Background

- Required to publish all rates in a comprehensive fee schedule
- Staff will present the full fee schedule for Council approval on June 20
- This item tonight is a preview of changes being proposed in two weeks

66

Summary of Changes

- Park impact fee – increase from \$5,854 to \$6,301 (SFR)
- Culinary water meter fees – included rates for larger commercial meters to cover the current cost
- PI water meter fees – included rates for larger meters, **reduced** the cost of ¾-inch
- Cemetery – 3% increase as per funding plan
- Maintenance agreement application – new fee (\$25)
- Interlibrary loan – increasing from \$3 to \$5
- Garbage & recycling – no change
- Open space fee – removed

67

Garbage and Recycling Fee

- No change in the fee for FY 2024
- Proposed budget had the Waste Management Hauling fee estimated at \$900,000
- Revised down to \$850,000
- With the \$50,000 decrease, we will not need to recommend a rate increase this year



68



FRAUD RISK ASSESSMENT: FY23 REPORT
AND STEPS FOR NEXT YEAR

Item 10c – Communication

Presented by – Tyler Bahr

Finance Director

69

Assessment Structure

- 21 questions
- Points awarded for each criteria met
 - Higher points = less risk
- Primary focus is Basic Separation of Duties



70

Current Status

305 points (Moderate)

Very Low

Low

Moderate

High

Very High

↑

No change from prior year

71

Steps for Next Fiscal Year

- Insurance will require a score of no less than 356
- Additional points available:
 - Create audit committee by Dec 2023 (20 points)
 - Council complete fraud training by Mar 2024 (20 points)
 - Implement quarterly audit plan by Mar 2024 (20 points)
 - Policy revisions (10 points)
 - Licensing & certification (20 points)

72



HIGHLAND GLEN POND WATER MANAGEMENT PLAN

Item 10d - Communication
Presented by - Andy Spencer
City Engineer/Public Works Director

73

Possible Courses of Action

- Continue as per existing approach to pond
- Install a drinking water source to pond
- Install additional bubblers/water quality devices
- Contract a pond management plan from a biologist/water-chemistry expert.
- Remove swimming from pond
- Remove ducks and/or fish from pond

74



ACTIVE TRANSPORTATION PLAN

Item 10e - Communication
Presented by - Kellie Smith
Planner & GIS Analyst

75



FLOODING UPDATE

Item 10f - Communication
Presented by - Andy Spencer
City Engineer/Public Works Director

76



ALPINE FOOD STORAGE UPDATE

Item 10g - Communication
Presented by - Kurt Ostler
Mayor

77



FUTURE MEETINGS

- June 14, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- June 20, City Council Work Session & Meeting, 6:00 pm, City Hall
- June 27, Planning Commission Meeting, 7:00 pm, City Hall
- July 12, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- July 18, City Council Meeting, 7:00 pm, City Hall
- July 25, Planning Commission Meeting, 7:00 pm, City Hall

Item 10h - Communication

78

HIGHLAND TRAFFIC CALMING AND PEDESTRIAN SAFETY MANUAL



JUNE 2023



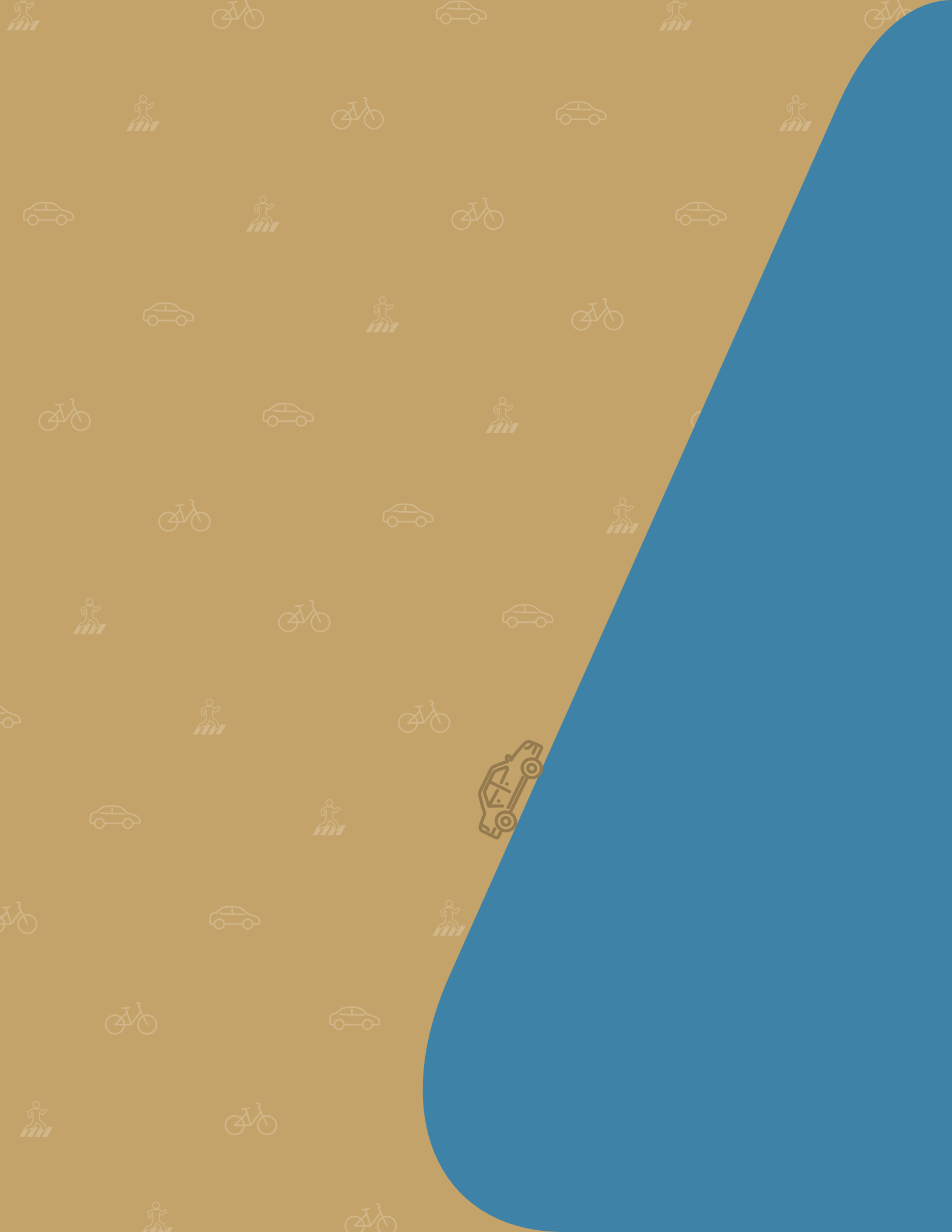


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23	<i>Appendix A: Approved Traffic Calming Measures for Highland City</i>
52	<i>Appendix B: Highland City Traffic Calming and Pedestrian Safety Request Form</i>
55	<i>Appendix C: Highland City Traffic Calming and Pedestrian Safety Prioritization Form</i>

INTRODUCTION

The Institute of Transportation Engineers (ITE) defines traffic calming as “the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior and improve conditions for non-motorized street users.”¹ Traffic calming measures are designed to reduce vehicle speeds in residential and other areas where pedestrians, cyclists, and turning/parking vehicles interact. Traffic calming is an important aspect of many cities' public works initiatives. The purpose of traffic calming measures is to improve safety, reduce traffic-related noise and air pollution, and enhance the livability and walkability of communities.

While traffic calming measures can bring many positive benefits to communities, they can also have some negative impacts. One of the main negative impacts is that they can cause inconvenience or frustration for drivers. For example, increased delay and added time to the driver's journey can be a negative impact.

Additionally, the installation of traffic calming measures can lead to increased traffic on alternative routes, potentially causing congestion and safety problems in those areas. Traffic calming measures can also result in increased traffic speeds on roads that are not affected by the measures.



Goals for Traffic Calming Manual

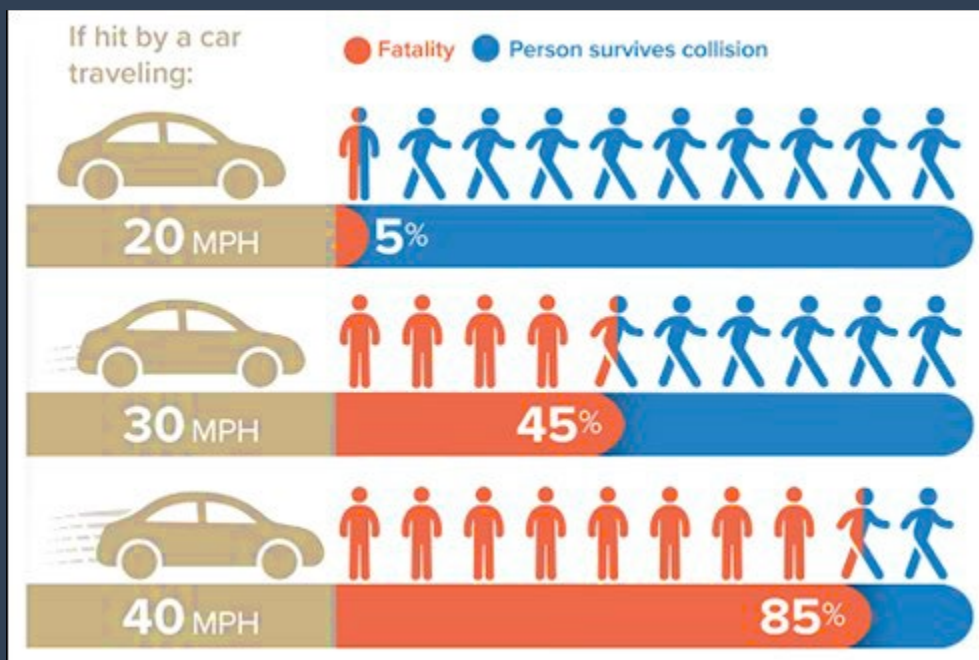
The objective of the Highland City Traffic Calming Toolbox is to provide guidance on when traffic calming is warranted and assist in determining which traffic calming measure should be used. This document establishes a procedure to be followed when residents request traffic calming. This allows for a consistent approach for prioritizing and implementing traffic calming projects. The measures discussed in this document align with both emergency response considerations and the city's long-term maintenance plan. The measures are consistent with American Association of Highway and Transportation Officials (AASHTO), National Association of City Transportation Officials (NACTO), and Manual on Uniform Traffic Control Device (MUTCD) standards.

Goals for Pedestrian Safety Manual

The goal of the Pedestrian Safety Toolbox is to provide guidance on when pedestrian safety measures are warranted and assist in determining which measure should be used. Similar to traffic calming, the objective of pedestrian safety measures is to make Active Transportation safer and more enjoyable for people of all ages and abilities and to reduce the number of pedestrian fatalities and injuries caused by crashes involving motor vehicles.

In addition to this document, Highland City has an Active Transportation Plan (ATP). The ATP shows both current and proposed walking and bike paths in Highland City, as well as measures that can be used to improve the safety and walkability of those paths. The pedestrian safety measures presented in this document may be used to complement those suggested in the ATP.

¹ Lockwood, Ian. ITE Traffic Calming Definition. ITE Journal, July 1997, pg. 22.



Reducing Speeding-Related Crashes Involving Passenger Vehicles,
National Traffic Safety Board , 2017

Finding the Right Solution

Implementing the correct traffic calming and pedestrian safety measures is crucial because it can have a significant impact on the safety and livability of a community. The wrong measures can have unintended consequences and may even make the situation worse.

The correct measures should be implemented for the following reasons:



Safety: The primary goal of traffic calming measures is to reduce the speed of traffic, which in turn can reduce the number and severity of crashes involving pedestrians, cyclists, and motor vehicles. However, the wrong measures can create new hazards or exacerbate existing ones.



Cost-effectiveness: Implementing the wrong traffic calming measures can be costly in terms of both money and time. Beyond just initial costs, the wrong traffic calming measure can increase long-term maintenance costs for the city. It's important to choose measures that are appropriate for the specific location, considering factors such as traffic volume, road geometry, and pedestrian and cyclist activity. By selecting the right measures, it's possible to achieve the desired results while minimizing costs.



Community Acceptance: The wrong traffic calming measures can cause frustration and anger among residents, which can undermine community support for traffic calming efforts.



Environmental Impact: Some traffic calming measures can increase noise pollution and air pollution from slowing and idling vehicles. It's important to consider the environmental impact of any traffic calming measures and to select those that minimize negative effects on the environment.

Implementing the correct traffic calming measures is essential for improving safety, cost-effectiveness, community acceptance, and minimizing negative environmental impact. It's important to carefully evaluate the location and the specific needs of the community before selecting and implementing traffic calming measures.

HIGHLAND CITY BACKGROUND

Highland City is located on the north side of Utah County. Highland is bordered by American Fork to the south, Alpine to the North, Lehi to the west, and Cedar Hills to the east.

Highland City has experienced steady growth historically. The most recent 2020 census shows that the city has a population of 19,348 and has experienced a population increase of approximately 4,000 since the previous 2010 census. It is expected that Highland City will continue to grow in the coming years.

As Highland continues to grow, its roadways will see an increase in the number of vehicles. As a result of higher traffic volumes, traffic calming measures will be required to minimize speed. Furthermore, with the construction of additional roadways in Highland's future, traffic calming will become a necessity for these roads as well.

Roadway Classification

The roadway system is structured hierarchically, with different classifications based on attributes like speed and access. Streets with higher classifications offer greater mobility and higher speeds but have limited access. Conversely, lower street classifications provide less mobility and have lower speeds but offer more access. The functional classification of a roadway indicates the road's role within the transportation system.

“It's important to carefully evaluate the location and the specific needs of the community before selecting and implementing traffic calming measures.”



The major classifications of Highland City roadways used in this Manual are arterials, major collectors, minor collectors, neighborhood collectors, and local streets:

- **Arterial** - An arterial roadway has high mobility and little access. Arterials typically have between five to seven travel lanes. The target speed limit for arterial roadways is 45 MPH and greater.
- **Major Collector** - A collector roadway provides both mobility and access. Major collectors connect local, minor collector and neighborhood collectors with arterial roadways. Major Collectors typically have three lanes. The target speed limit for major collectors is between 35 and 40 MPH.
- **Minor Collector** - A collector roadway provides both mobility and access. Minor collectors connect local and neighborhood collectors roadways with major collectors and arterial roadways. Minor Collectors typically have two lanes. The target speed limit for major collectors is between 30 and 35 MPH.
- **Neighborhood Collector** - A collector roadway provides both mobility and access. Neighborhood collectors connect local roadways with major and minor collectors, as well as arterial roadways. Neighborhood Collectors typically have two lanes. The target speed limit for major collectors is between 25 and 30 MPH.
- **Local** - A local roadway provides full access to adjacent land uses but allows for little mobility. Local roads typically have two travel lanes. Local roads typically have two lanes. The target speed limit for local roadways is 25 MPH.

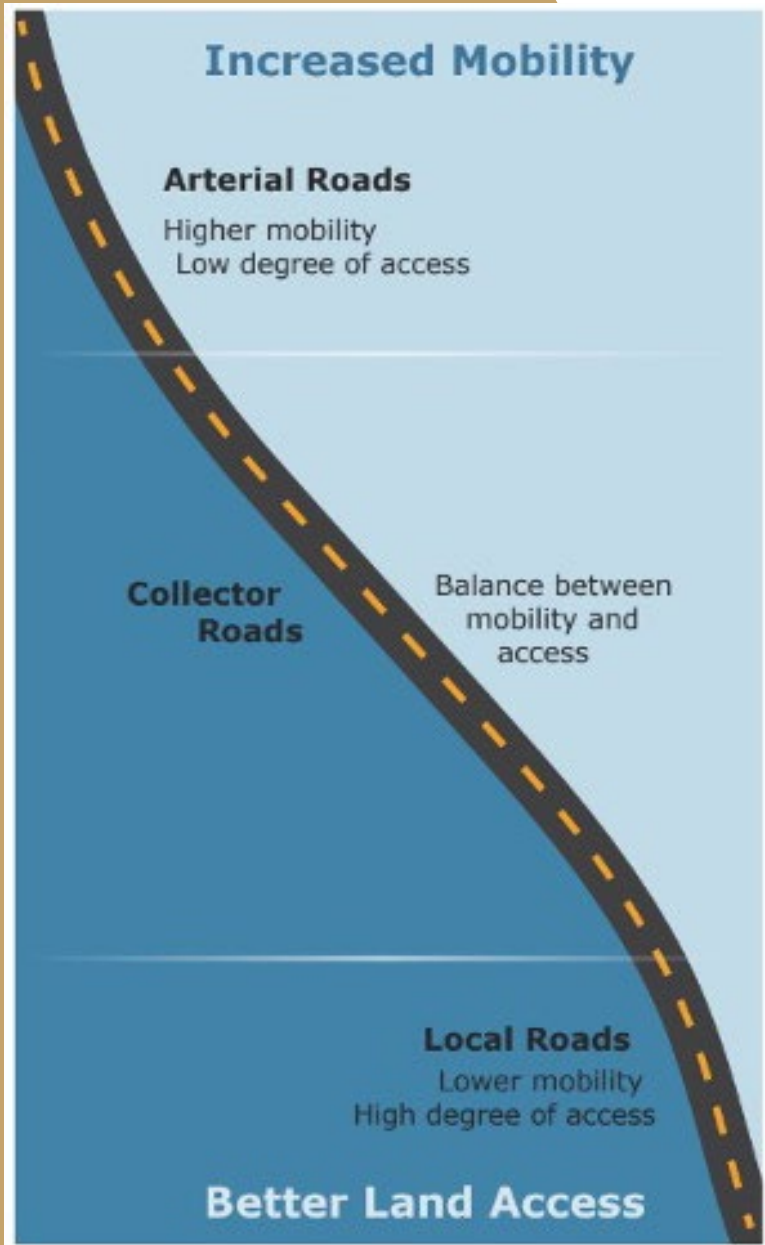


Figure 1 shows a map of current Highland City and the speed limits of the roadways. The speed limit on unmarked local roadways within Highland is 25 MPH. Figure 2 shows a street view of Woodshire Lane, a typical local roadway within Highland.



TRAFFIC CALMING MEASURES

The purpose of this section is to outline traffic calming measures Highland City has determined appropriate to implement within city limits. Both passive and active measures are discussed. Traffic calming measures shall only be implemented when recommended by an engineering study. When implementing traffic calming measures, it is important to note that often one single measure will not result in reduced speeds. Combining multiple traffic calming measures creates a cumulative effect on speed reduction. Individual traffic calming measures may have limitations or be less effective on their own. By using multiple measures, any potential weaknesses, or limitations of one measure can be compensated for by the strengths of others. This comprehensive approach increases the chances of achieving the desired speed reduction goals.

Passive Measures

Passive traffic calming measures aim to reduce speed by changing driver behavior through visual cues such as roadway striping and signage. There are no physical changes to the roadway. Passive measures are less expensive and can provide cost-effective solutions to increasing safety. Listed below are passive measures that Highland City has determined are acceptable to use. Below, you will find further detail regarding the radar speed sign. The radar speed sign is one of the most commonly used passive calming measures.

- **Radar Speed Sign**

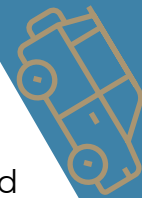
Description:

- Displays the speed of approaching vehicles
- Consists of a radar sensor that detects the speed of a passing vehicle and a digital display that shows the vehicle's speed
- Display may also include other information, such as a message reminding the driver to slow down if they are exceeding the speed limit

Application:

- Entering a rural community
- Rapid decrease in posted speed
- Where 85th percentile speeds are greater than 10 MPH over posted speed limit

Information on other passive measures can be found in **Appendix A**. The information on these measures has been compiled from ITE, NACTO, UDOT, and the FHWA.



Some measures have information provided from multiple sources to highlight Utah resources as well as national resources.

- Pavement speed limit marking
- Optical speed bars
- Additional speed limit signs
- Striping narrower lanes
- Landscaping
- Flashing speed limit signs
- Crosswalks (also meets pedestrian criteria)
- Enforcement
- Education

Active Measures

Active traffic calming measures require or encourage a change in driver speed due to physical changes in the roadway. The driver must actively engage when interacting with the traffic calming measure. Active measures are more expensive to implement but can be more effective than passive measures in reducing vehicle speeds. Below are active calming measures Highland City has determined are acceptable to use. Further detail of a curb extension is included below. Curb extensions are one of the most used active calming measures

• Curb extensions (bulb-outs)

Description:

- Horizontal extension of the sidewalk into the street, resulting in a narrower roadway section
- If located at a mid-block location, it is typically called a choker

Applications:

- When combined with on-street parking, a corner extension can create protected parking bays
- Effective method for narrowing pedestrian crossing distances and increase pedestrian visibility
- Appropriate for arterials, collectors, or local streets
- Can be used on one-way and two-way streets
- Installed only on closed-section roads (i.e. curb and gutter)
- Appropriate for any speed, provided an adequate shy distance is provided and the travel lane
- Adequate turning radii must be provided to use on bus routes or other large vehicles frequently in the location

Information on other active measures can be found in Appendix A. The information on these measures has been compiled from ITE, NACTO, UDOT, and the FHWA. Some measures have information provided from multiple sources to highlight



Utah resources as well as national resources.

- Medians
- Road Diet
- Raised crosswalk
- Roundabouts
- Roadway design (curves, shoulders, side treatments)
- Traffic circles
- Neckdowns
- On-street parking
- Raised intersection
- Chicanes

The following active measures are best used on arterial, major collector, and minor collector roadways

- Medians
- Road Diet
- Curb extensions
- Roundabouts

The following active measures are best used on neighborhood collector and local roadways

- Chicanes
- Raised crosswalks
- Curb extensions
- Traffic circles
- Neckdowns
- On-street parking

Further recommendations on when to implement each measure are included in **Appendix A**.

Inappropriate Measures for Highland City

Highland City staff has determined the following traffic calming measures are inappropriate for traffic calming within the city:

- Speed bumps / speed table
- Diagonal divertors
- Rumble strips

Speed bumps and rumble strips are inappropriate due to the damage that can be done to the vehicles and difficulties with plowing/roadway maintenance. Diagonal divertors have been deemed inappropriate due to the restricted access that occurs when they are installed. Although these measures may be suitable for implementation in other regions, they have not been authorized for use in Highland City.



Stop Signs

In addition to the measures listed above, Highland City has deemed stop signs as inappropriate for traffic calming. Stop signs should never be used for traffic calming because they are designed for a specific purpose, which is to assign the right-of-way at an intersection. Stop signs are intended to ensure safety and control traffic flow at intersections where there is a risk of collisions. Using stop signs for traffic calming purposes can have unintended consequences. Research by the Ohio Department of Transportation² has found that installing a stop sign when it is not warranted results in decreased pedestrian safety, increased speeds between intersections, and an increased rate of collisions. ITE found similar results, as well as an increase in noise pollution and fuel consumption.³

PEDESTRIAN AND BICYCLE SAFETY

The purpose of this section is to outline pedestrian and bicycle safety measures that Highland City has determined appropriate to implement within city limits. Pedestrian safety measures make crosswalks safer by either making pedestrians more visible to drivers, or reducing the amount of roadway a pedestrian has to cross. Further detail regarding a rectangular rapid-flashing beacon (RRFB) has been included below. An RRFB is one of the most implemented pedestrian safety measures.

- **Rectangular rapid-flashing beacon (RRFB)**

Description:

- Two rectangular-shaped yellow indications each with an LED-array-based light source
- Actuated by pedestrians
- Flash with high frequency when activated

Application:

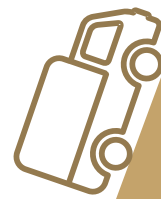
- Multilane crossings with speed limits less than 40 mph
- Used in combination with a pedestrian, school, or trail crossing warning sign

Information on the other measures can be found in Appendix A. The information on these measures has been compiled from ITE, NACTO, UDOT and the FHWA. Some measures have information provided from multiple sources to highlight Utah resources as well as national resources. Some measures are repeated from the passive and active measures list.

- Crosswalk markings (striping)
- Raised crosswalk
- Yield to pedestrians sign and stop line

² Intersection Safety: Myth Versus Reality, Ohio Department of Transportation, July 2013

³Chadda, H., & Carter, E., Multi-Way Stop Signs- Have We Gone Too Far? ITE Journal, May 1983, pg. 21



- In-street pedestrian crossing sign
- Curb extension
- Pedestrian refugee island
- Road diet
- Pedestrian hybrid beacon (PHB)), also known as a High-Intensity Activated Crosswalk (HAWK)
 - An RRFB and a PHB should not be installed at the same location

In addition to this Manual, the Highland City Active Transportation Plan (ATP) also contains multiple pedestrian safety measures. In conjunction with the measures presented in this document, it is advisable to also refer to the ATP and consider its recommendations.

The Federal Highway Administration (FHWA) Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations⁴ features a table titled “Application of pedestrian crash countermeasures by roadway feature,” which offers initial countermeasure options for a range of roadway conditions. This table is shown in Figure 3. Each matrix cell of this table suggests potential pedestrian safety measures that may be suitable for specific pedestrian crossings.

When installing a new crosswalk, the UDOT policy on marked pedestrian crosswalks⁵ states that all trail crossings should have a marked crosswalk. At non-trail crossings, the UDOT policy is to implement a crosswalk if more than 20 pedestrians are observed crossing during the peak hour. On smaller city roads, 20 pedestrians crossing in one hour is very unlikely. Therefore, Highland City has adopted a different scoring system to determine if a crosswalk should be installed. This scoring system can be found in the Project Prioritization Form in **Appendix C**.



⁴ Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations, FHWA, July 2018.

⁵ Marked Pedestrian Crosswalks, UDOT 06C-27, Revised October 2017

Roadway Configuration	Posted Speed Limit and AADT								
	Vehicle AADT <9,000			Vehicle AADT 9,000–15,000			Vehicle AADT >15,000		
	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph
2 lanes (1 lane in each direction)	① 2 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 9
3 lanes with raised median (1 lane in each direction)	① 2 3 4 5 7 9	① ③ 5 7 9	① ③ 5 7 9	① 3 4 5 7 9	① ③ 5 7 9	① ③ 5 7 9	① ③ 4 5 7 9	① ③ 5 7 9	① ③ 5 9
3 lanes w/o raised median (1 lane in each direction with a two-way left-turn lane)	① 2 3 4 5 6 7 9	① ③ 5 6 7 9	① ③ 5 6 9	① 3 4 5 6 7 9	① ③ 5 6 7 9	① ③ 5 6 9	① ③ 4 5 6 7 9	① ③ 5 6 9	① ③ 5 6 9
4+ lanes with raised median (2 or more lanes in each direction)	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 8 9	① ③ 5 7 8 9	① ③ 5 7 8 9	① ③ 5 8 9	① ③ 5 7 8 9	① ③ 5 8 9	① ③ 5 8 9
4+ lanes w/o raised median (2 or more lanes in each direction)	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 8 9	① ③ 5 6 7 8 9	① ③ 5 6 7 8 9	① ③ 5 6 8 9	① ③ 5 6 7 8 9	① ③ 5 6 8 9	① ③ 5 6 8 9

Given the set of conditions in a cell,

- # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location.
- Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location.
- Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.*

The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment.

- 1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
- 2 Raised crosswalk
- 3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line
- 4 In-Street Pedestrian Crossing sign
- 5 Curb extension
- 6 Pedestrian refuge island
- 7 Rectangular Rapid-Flashing Beacon (RRFB)**
- 8 Road Diet
- 9 Pedestrian Hybrid Beacon (PHB)**

Figure 3—Application of pedestrian crash countermeasures by roadway feature from FHWA
 ** a RRFB and a PHB should not be installed at the same crossing location

ROADWAY CRITERIA

Emergency Routes

Raised crosswalks and intersections will **not** be implemented on streets the Highland City Police and Fire Departments have designated as emergency response routes. This is so emergency vehicles operations will not be impacted by physical treatments in the roadway. Response time is critical for emergency vehicles because the faster they can arrive at the scene of an emergency, the greater the chances of saving lives and minimizing property damage. Raised crosswalks and intersections along emergency routes can increase response time, and therefore decrease the chance of saving lives. The following figure shows emergency routes where these measures cannot be installed.

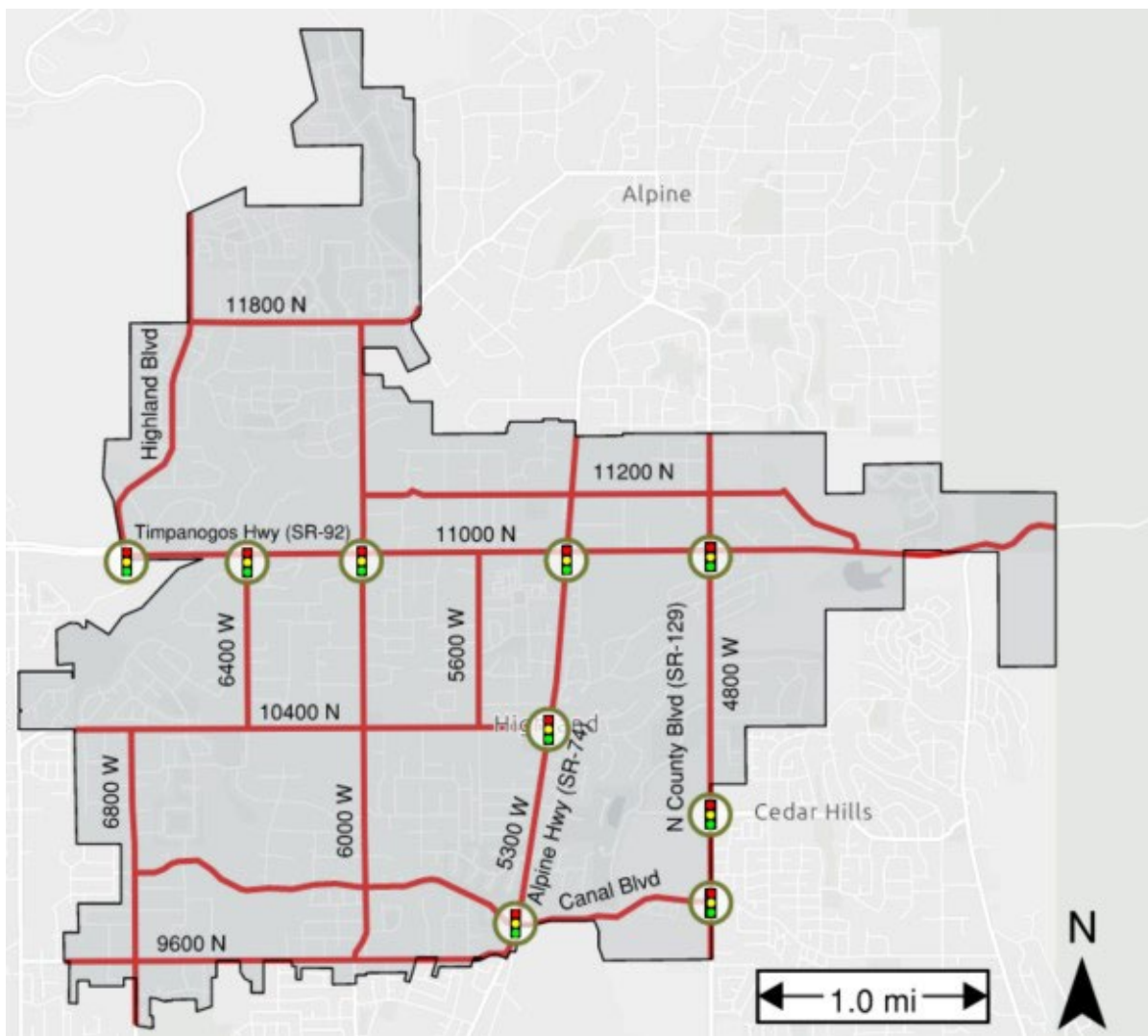


Figure 4—Emergency routes in Highland City

Roadway Jurisdiction

Highland City can only install traffic calming measures on roadways over which it has jurisdiction. The city is responsible for maintaining and managing the public streets within its boundaries. They have the authority to regulate the use of their roads and ensure the safety of all road users.

However, Highland City contains roads within its boundaries that fall outside their jurisdiction and are under the control of other governing bodies, such as UDOT. UDOT has jurisdiction over Alpine Highway (SR-74), North County Boulevard (SR-129), and Timpanogus Highway (SR-92) within Highland. These roadways serve as major arterials and connect Highland to I-15. UDOT has its own regulations and procedures for installing traffic calming measures, and it is not within the authority of Highland City to make decisions or changes to these roads without permission or cooperation from UDOT. Therefore, the scope of Highland's traffic calming measures is limited to the roadways that fall within its jurisdictional boundaries.

Additionally, Highland has limited resources and budgets for implementing traffic calming measures, and the city prioritizes areas with the highest need. Focusing

efforts and resources on areas within their jurisdiction ensures the most effective use of resources and provides the greatest benefit to the Highland City communities.

PROCESS

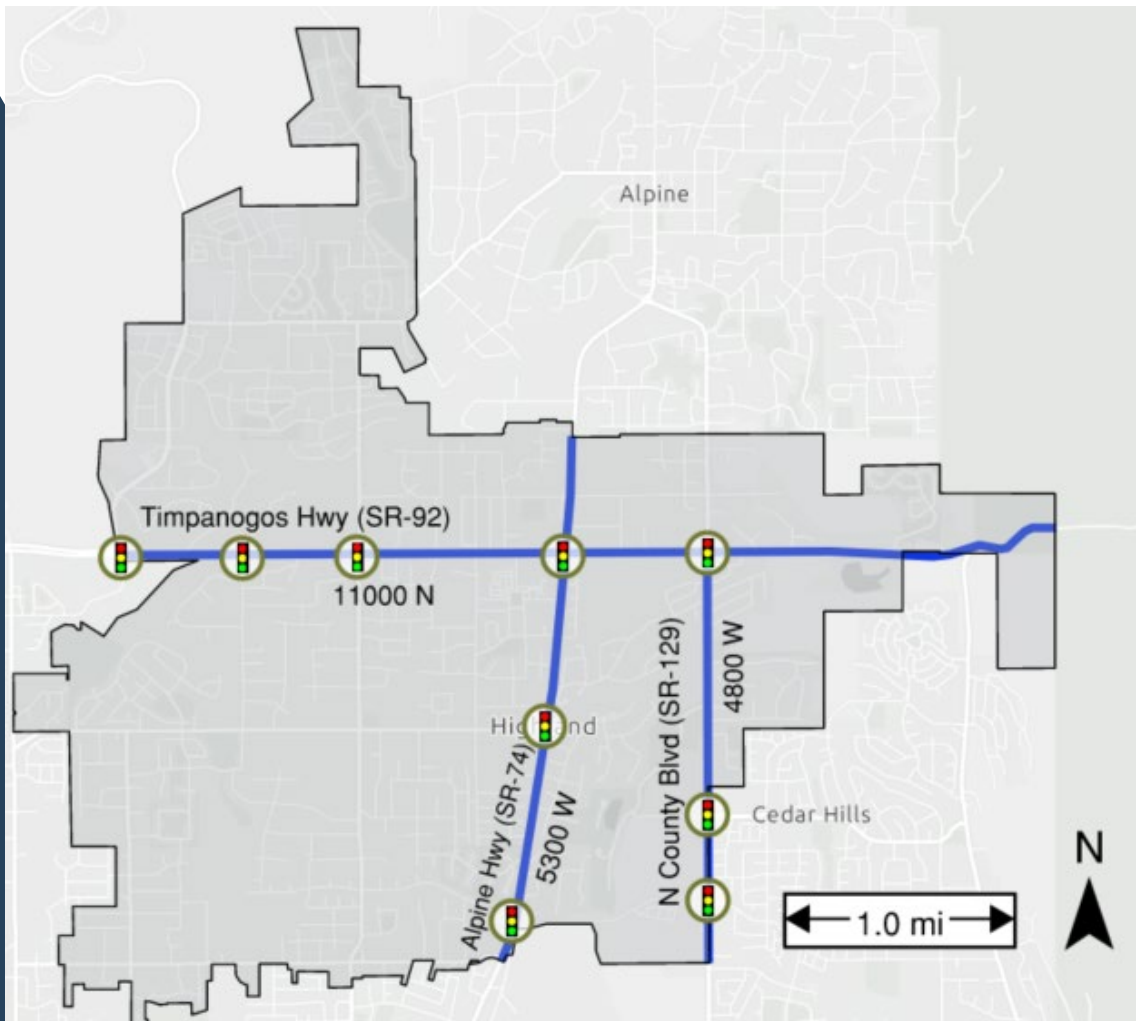


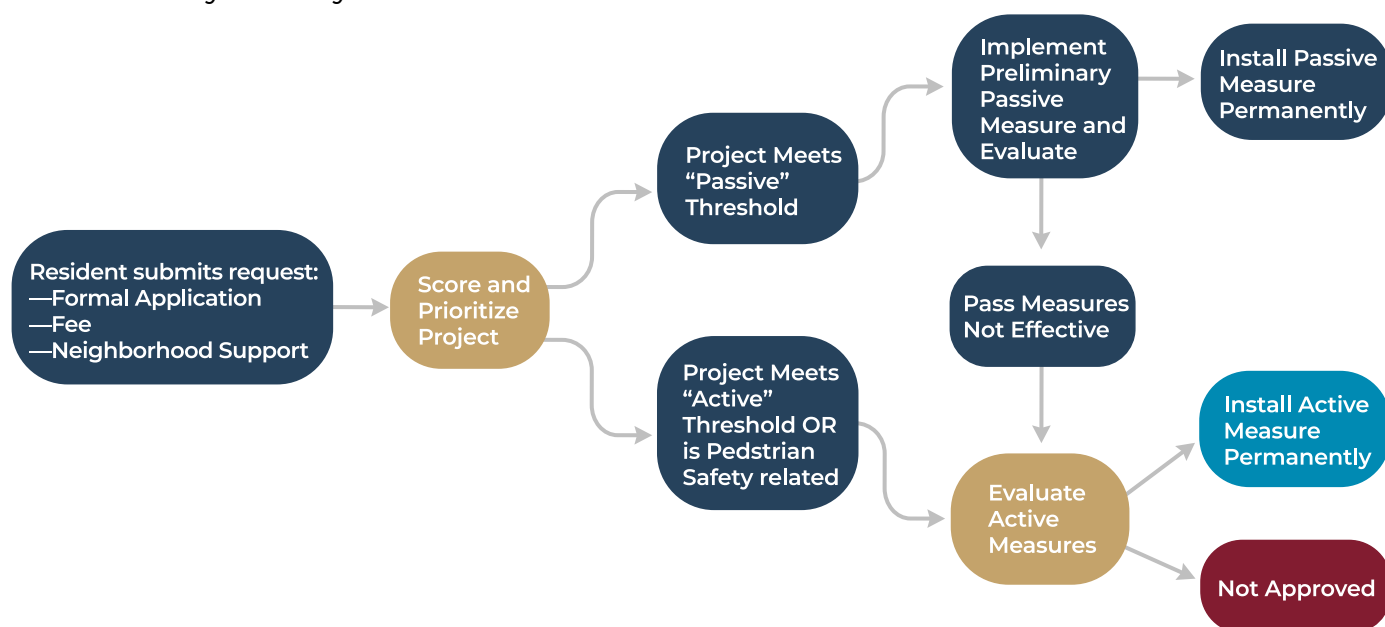
Figure 5—UDOT-owned roads in Highland City

The process for implementing traffic calming and pedestrian safety projects within Highland City is shown in Figure 6. The goal of creating this process is to create a consistent and impartial approach to all projects submitted by residents. Through this process, projects are prioritized so locations with the largest issues are addressed first. The process also helps to determine whether a passive or



active measure will be implemented at the study location. In general, passive measures are considered first as they are more mobile and less disruptive to the roadway. However, in cases where issues at a study location are significant, Highland City has the option to bypass a preliminary passive measure and consider an active measure solution. If a passive measure proves ineffective in enhancing safety or reducing speeds, this process permits reevaluation for the installation of an active measure.

The following process is an administrative process implemented by the Highland City staff. The Highland City council, a legislative entity, does not participate in this process unless an appeal is submitted. In the event of an appeal, the council will determine if an exception will be made which will subsequently be executed by the city staff.



Application Submittal

Any resident of Highland City may request a traffic calming study for a location on their street of residence. This should be done by completing a “Request for Traffic Calming” form included in **Appendix B**. The following information is required:

- Applicant information
- Study location
- Description of issue
 - What times the issue is most prominent
 - What is the main concern
- Names and signatures of at least five other residents who reside on the same street
- A \$25 fee

Locations that have been evaluated less than two years ago are not viable for consideration, unless a recent crash has happened, or development has changed





(such as a new neighborhood, roadway lane configuration, or change in speed limit). The application and signatures should then be submitted to the Highland City Public Works Department for review. This can be submitted via the Highland City website (highlandcity.org) or by dropping off the request form in-person.

Traffic calming requests are reviewed every February 1. Projects are selected by city staff every June 30. Project design, construction, and implementation occurs July 1 through November 30.



Project Score and Prioritization

After receiving a traffic calming request form, the city will collect the following data from the requested site:

- Speed data
 - 85th percentile
 - Percent of drivers driving 10 MPH over speed limit
- Vehicle counts
 - 24-hour count to determine the daily traffic
- Historic crash data
 - Last five years
- Sight distance
 - Stopping sight distance at study location
- Roadway context
 - Bus routes
 - Bike lanes present
 - Crosswalks or trail crossings present
 - Nearby schools
 - Nearby pedestrian generators (public park, library, etc.)

If the concern at the subject location is specifically pedestrian safety related, pedestrian counts will also be collected.

This data will be used to evaluate the need for traffic calming at the requested location. A project prioritization form has been included in **Appendix C** to assist in determining whether traffic calming is warranted. The city engineer determines if traffic calming is necessary.



When the city receives multiple traffic calming requests, the prioritization form provides guidance in determining which project will receive treatment first. This helps to ensure the process for installing traffic calming projects in Highland is consistent for each request.

Implement Passive Measure and Evaluate

If a study location meets the minimum point threshold for traffic calming, then Highland City will install a preliminary passive measure at that location.

After six months, Highland City will collect speed data (average speed, percent of speeders 10 MPH over limit), public feedback, and crash data since the measure was installed. The city will also evaluate any received during the six month period. The city will also evaluate any public feedback received during the six month period. If it is determined that the passive measure was effective in reducing speed or increasing safety, then the measure will be installed permanently. If the passive measure was not effective, then Highland City will consider an active traffic calming measure solution.

Active Measure Evaluation

An active measure may be considered at a study location under the following conditions:

- A study location meets the minimum point threshold for active traffic calming
- Data collected six months after a passive measure was installed has shown it to be ineffective

The selection of an active measure may involve a city council meeting that incorporates input from the residents. This approach may be implemented to achieve the community consensus for the chosen measure.

FUNDING AND POLICY

Funding for traffic calming projects is obtained through the city budget and potentially other outside sources. Traffic calming and pedestrian safety projects are proposed to be submitted/collected annually on February 1 so projects can be evaluated and prioritized to determine how to best allocate the traffic calming budget. Each



spring, the city will see the volume of requests for projects during in the city's annual budget process, which culminates in a budget adoption in June. A yearly allocation of \$50,000–\$75,000 is advised for projects related to traffic calming and pedestrian safety. However, if there are exceptional circumstances, it is suggested that a higher amount be allocated. The budgeted funds will be available on July 1 each year at the start of the city's annual fiscal budget year.

Other sources besides Highland City funds could be available for traffic calming projects as well, including:

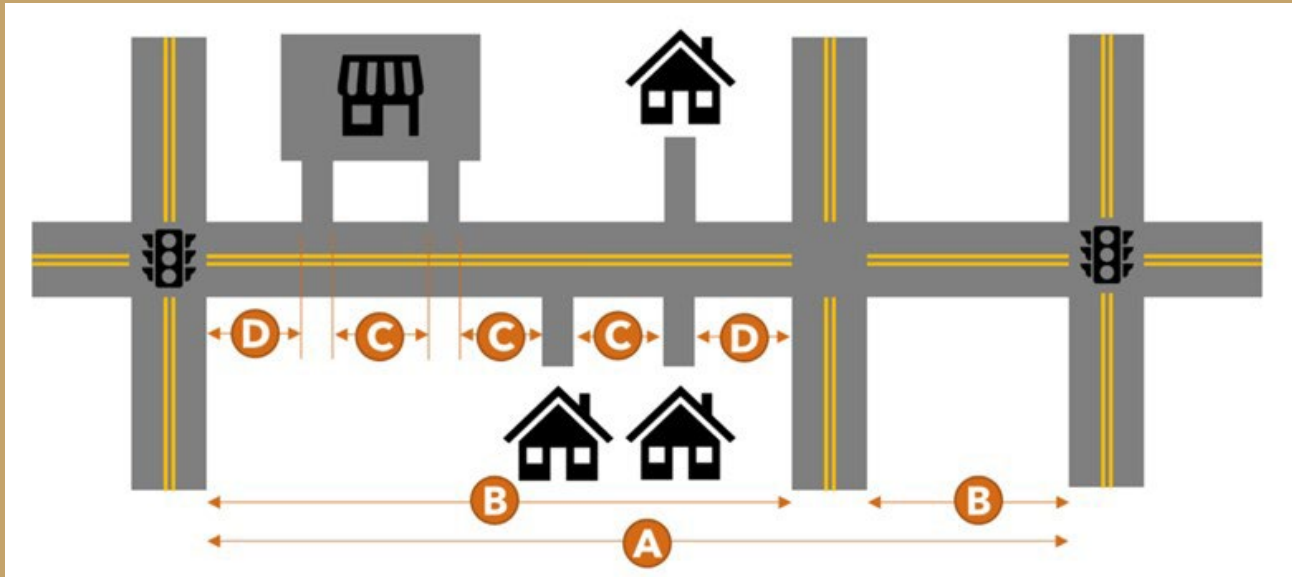
- **The Utah Department of Transportation (UDOT) Safe Routes to School (SRTS) Program:** The main goal of the SRTS Program is to assist and encourage students living within 1.5 to 2 miles of school to walk or bike. Available funding can be used for both non-infrastructure and infrastructure-type projects (i.e., physical improvements—primarily new sidewalks, but also school pavement markings, signage, bicycle parking, etc.). The deadline each year is in October.
- **UDOT Transportation Alternatives (TAP):** eligible projects include Bike facilities (on- and off-road), trails, sidewalks (off-state routes), vehicle-caused wildlife mortality reductions, and other qualifying transportation alternative projects. Region Three will consider contributing up to 60 percent of the project cost, with a maximum department-paid cost of \$300,000. The deadline each year is in March.
- **UDOT Active Transportation Investment Fund (ATIF):** To be used for the planning, design, construction, maintenance, reconstruction, or renovation of paved pedestrian or paved non-motorized trail projects that are prioritized through the Utah Transportation Commission. The use of the funds is also required to serve a regional purpose and must be part of an active transportation investment plan. The deadline each year is in March.
- **UDOT TTIF First and Last Mile:** Eligible project must be a pedestrian or nonmotorized transportation project that provides connection to a public transit system and is maintained by the local government or district. The deadline each year is in March
- **Mountainland Association of Governments Transportation Improvement Program (MAG TIP):** MAG is responsible for administering and assisting federal and county programs that provide funding and resources for local governments. Specifically, the MAG Transportation Alternatives Program (MAG TAP) funds could be used to build bicycle and pedestrian facilities. Eligible projects include construction, planning, and/or design of



these facilities, and can be expanded to include traffic calming, lighting, and ADA accessibility projects. The deadline is every other year.

ACCESS MANAGEMENT

Access management is a process of controlling access to and from roadways, driveways, and other transportation facilities to improve safety, mobility, and efficiency of the transportation network. Benefits of access management include:



	Minimum signal spacing (A)	Street spacing (B)	Driveway spacing (C)	Corner distance (D)
Arterial	2,640 ft	660 ft	350 ft	350 ft
Major collector	1,320 ft	330 ft	150 ft	150 ft
Minor collector	1,320 ft	330 ft	150 ft	150 ft
Neighborhood Collector	1,320 ft	330 ft	150 ft	150 ft
Local	N/A	250 ft	100 ft	30 ft

Figure 7—Access management standards

Improved safety: Access management can help reduce the number of crashes on roadways by limiting the number of points where vehicles can enter or exit a roadway. This can also help reduce conflicts between vehicles and pedestrians, thereby increasing safety.

Improved mobility: By managing access points to a roadway, traffic flow can be improved, reducing delays and travel times for motorists. This can also help reduce congestion and improve the overall capacity of the transportation network.

Improved aesthetics: Access management can also help improve the appearance of roadways by reducing the number of curb cuts and other access points, resulting in a more attractive and inviting environment.

The following table outlines the access management standards. The distances in the table are from curb to curb. When determining the appropriate access management, the highest functional classification governs (arterials, followed by collectors, then local roads).

SIGHT TRIANGLES

Sight triangles refer to the clear and unobstructed areas required at intersections or driveways to ensure adequate visibility for drivers. These triangles are formed by lines that connect specific points along the edges of intersecting roadways or driveways. The purpose of sight triangles is to provide drivers with a clear line of sight, enabling them to see approaching vehicles, cyclists, pedestrians, and other potential hazards. By ensuring unobstructed visibility, sight triangles help drivers make informed decisions and safely navigate through intersections or driveways. The proper implementation and maintenance of sight triangles contributes to reducing the risk of accidents and improving overall safety at intersections and driveways. Figure 8 is a figure from the Highland City Design Criteria⁶ that shows the sight triangles for a right-turning and left-turning vehicle. According to these criteria, the sight distance triangles are calculated based on the stopping sight distance of the road being intersected. The following roadway classifications have the design stopping sight distance:

- Arterial – 425 feet
- Major, minor, and neighborhood collectors – 300 feet
- Local roadways – 200 feet

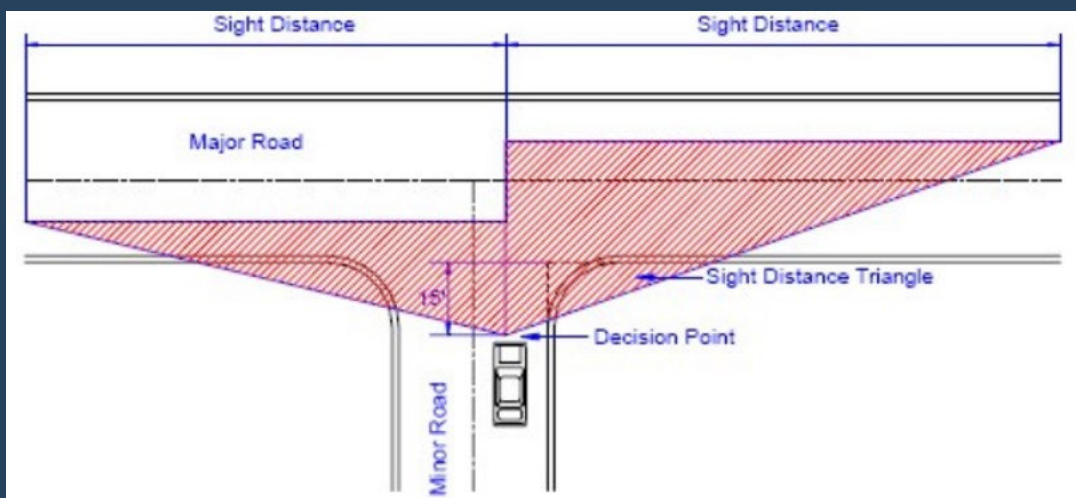


Figure 8: Sight Distance Triangle

⁶ Design Criteria for Public Improvements, Highland City, 2021



DESIGN STANDARDS

Design consistency is an essential principle in traffic engineering because it helps ensure traffic calming and pedestrian safety measures are designed with a consistent appearance and function. Consistent designs that meet driver expectations create a predictable and uniform driving environment that can reduce confusion and improve safety for all road users. When measures are designed with inconsistent features it can create confusion and increase the risk of crashes.

Designs for traffic calming and pedestrian safety measures shall be consistent with the standards presented in The American Association of State Highway and Transportation Officials (AASHTO), the Manual on Uniform Traffic Control Devices (MUTCD), the Federal Highway Administration (FHWA), and the National Association of City Transportation Officials (NACTO). By designing according to these standards, Highland City takes measures to absolve itself from any liability associated with the utilization of these designs.



APPENDICES

Appendix A:

Approved Traffic Calming Measures
for Highland City

- Passive Measures
- Active Measures
- Pedestrian Safety Measures

Appendix B:

Highland City Traffic Calming and Pedestrian
Safety Request Form

Appendix C:

Highland City Traffic Calming and Pedestrian
Safety Prioritization Form

APPENDIX A:

**Approved Traffic Calming
Measures for Highland City**



WHAT ARE SPEED MANAGEMENT STUDIES?

Speed Management Studies are an alternative to typical speed studies. These studies may indicate that the 85th percentile speed is much greater than the posted speed limit, but instead of raising the speed limit, speed management should be considered to instead lower the 85th percentile speed.

HOW DO I REQUEST A SPEED MANAGEMENT STUDY?

Speed Management Studies are performed through the UDOT traffic studies process in the same manner as traditional speed studies, signal warrants, left-turn studies, and many other common study types. Request are generally initiated at the regional or community level then are submitted through Workflow Manager by UDOT Region traffic engineers.

WHERE TO UTILIZE SPEED MANAGEMENT STUDIES?

Speed Management Studies should be utilized when there is a disconnect between vehicle speeds and the roadway context or when 85th percentile speeds are higher than recommended for safety. This includes situations when non-motorists are commonly present, when adjacent land uses are not consistent with roadway character, or when the roadway design does not match the traveling speed.

SPEED MANAGEMENT $\neq$ ARTIFICIALLY LOWERING SPEED LIMITS

Speed management is a holistic approach to dealing with speed. Research has shown that artificially lowering speed limits generally does not lead to lower vehicle speeds. Speed limits should be lowered in conjunction with speed management measures.

SPEED MANAGEMENT MAY MEAN “ENGINEERING UP”

When there is a disconnect between vehicle speeds and roadway design the solution may not always be to slow traffic. Sometimes on key connectors carrying significant traffic the solution may be to design the roadway to better accommodate the speeds in which users want to travel. This could mean wider shoulders, median barrier, consolidated accesses, improved alignment, etc.

Source: UDOT Speed info management sheets, March 2022

Speed Management is considered within the framework of the **Safe System Approach**¹, which means designing a roadway in which impacts on the human body are kept at tolerable levels. Examples of this are as follows:

- 1 If a roadway has frequent pedestrian or bicycle users, then speeds should be managed so that an impact is less likely to be fatal. If speeds can't be reduced, vulnerable roadway users need to be separated from vehicular traffic.
- 2 If there is a high likelihood of centerline crossing crashes, then speeds should be managed so that a head-on crash is less likely to be fatal. If speeds can't be reduced, centerline crossing can be mitigated via median barrier.

This guide focuses specifically on measures to slow traffic. Design improvements to accommodate higher speeds could be an outcome of a speed management study, but specific recommendations would not be provided.

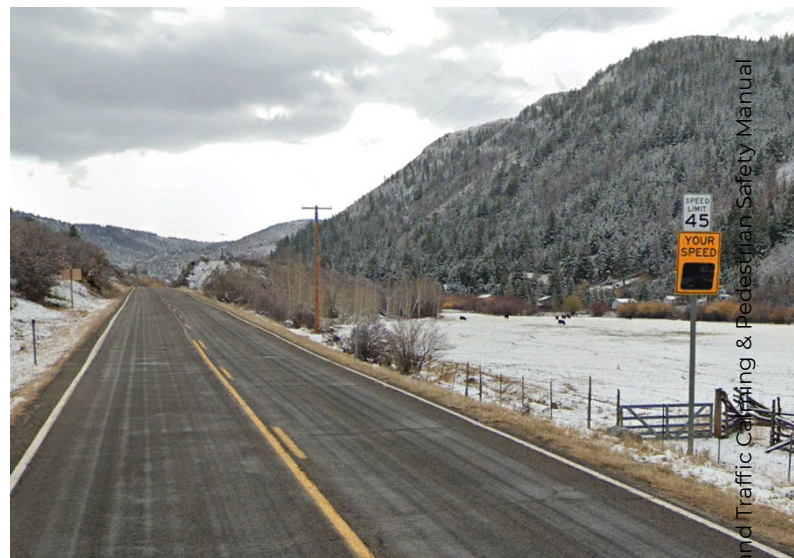
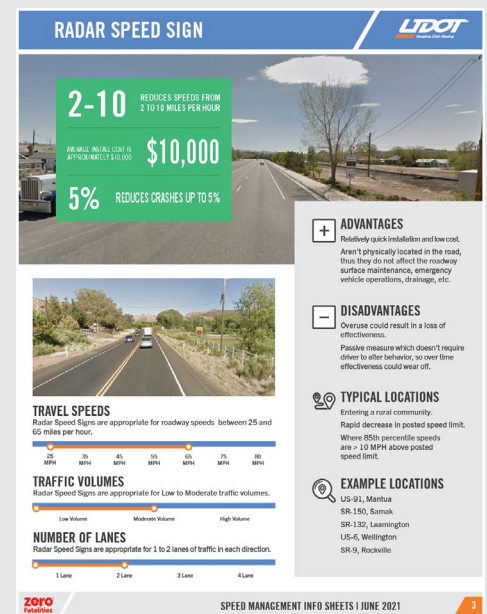
INFO SHEETS

Information sheets on a range of speed management measures are provided to help guide the study engineer when selecting appropriate treatments.

These info sheets highlight key aspects of each speed management measure including advantages, disadvantages, costs, implementation considerations, and example/typical locations.

- Radar Speed Sign
- Pavement Speed Limit Marking
- Optical Speed Bars
- Road Diet
- Median Island
- Roundabout
- Roadway Narrowing (bike lanes, lane narrowing, on-street parking, etc.)
- Curb Extensions (bulb-outs)
- Roadside Gateway Features (street trees, lighting, signage, banners, public art, etc.)

For guidance on roadway safety improvements outside of speed management please consult the Safety Countermeasure Fact Sheets.

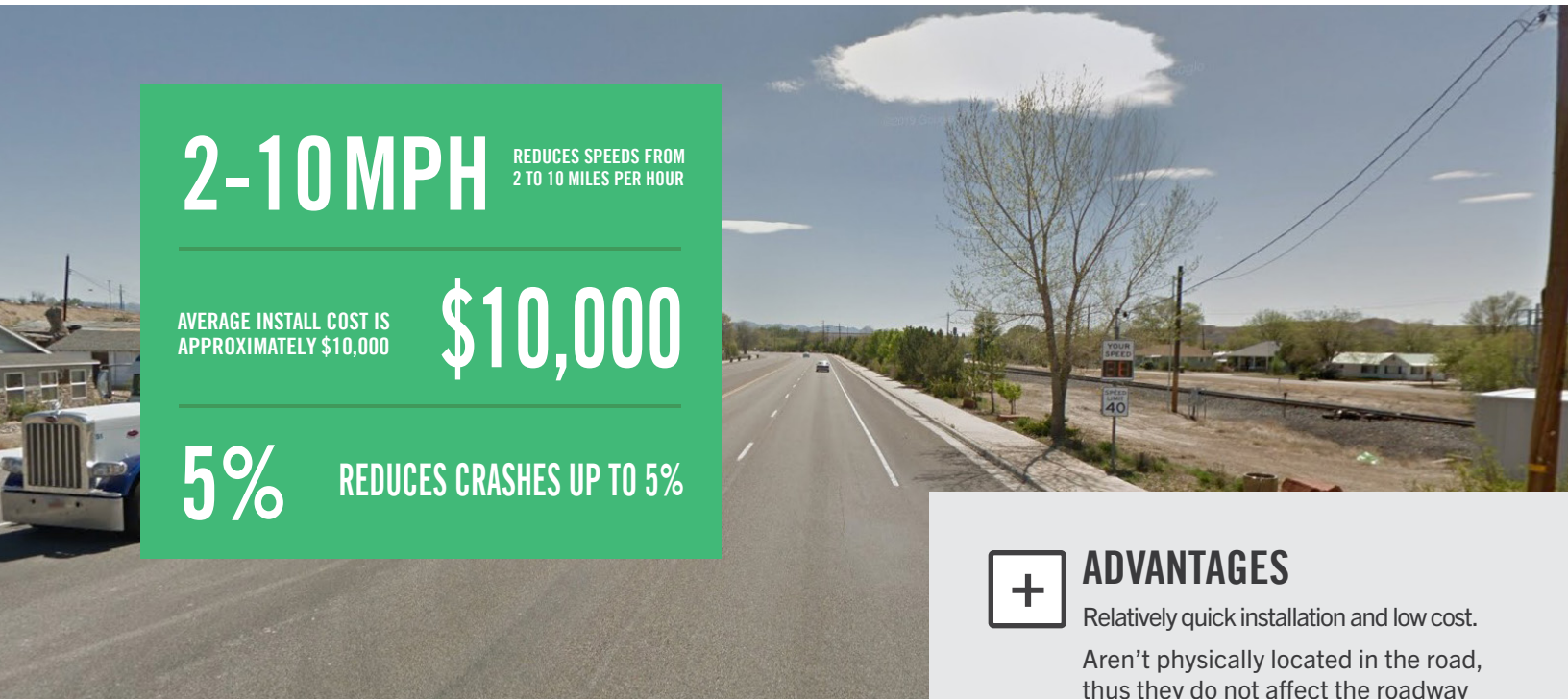


¹ https://safety.fhwa.dot.gov/zerodeaths/docs/FHWA_SafeSystem_Brochure_V9_508_200717.pdf

Source: UDOT Speed info management sheets, March 2022



**PASSIVE
MEASURES**



2-10 MPH REDUCES SPEEDS FROM 2 TO 10 MILES PER HOUR

AVERAGE INSTALL COST IS APPROXIMATELY \$10,000

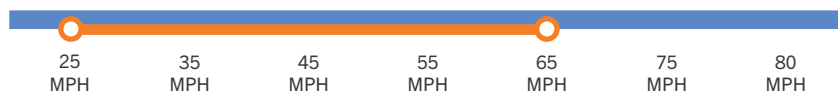
\$10,000

5% REDUCES CRASHES UP TO 5%



TRAVEL SPEEDS

Radar Speed Signs are appropriate for roadway speeds between 25 and 65 miles per hour.



TRAFFIC VOLUMES

Radar Speed Signs are appropriate for Low to Moderate traffic volumes.



NUMBER OF LANES

Radar Speed Signs are appropriate for 1 to 2 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Relatively quick installation and low cost.
Aren't physically located in the road, thus they do not affect the roadway surface maintenance, emergency vehicle operations, drainage, etc.



DISADVANTAGES

Overuse could result in a loss of effectiveness.
Passive measure which doesn't require driver to alter behavior, so over time effectiveness could wear off.



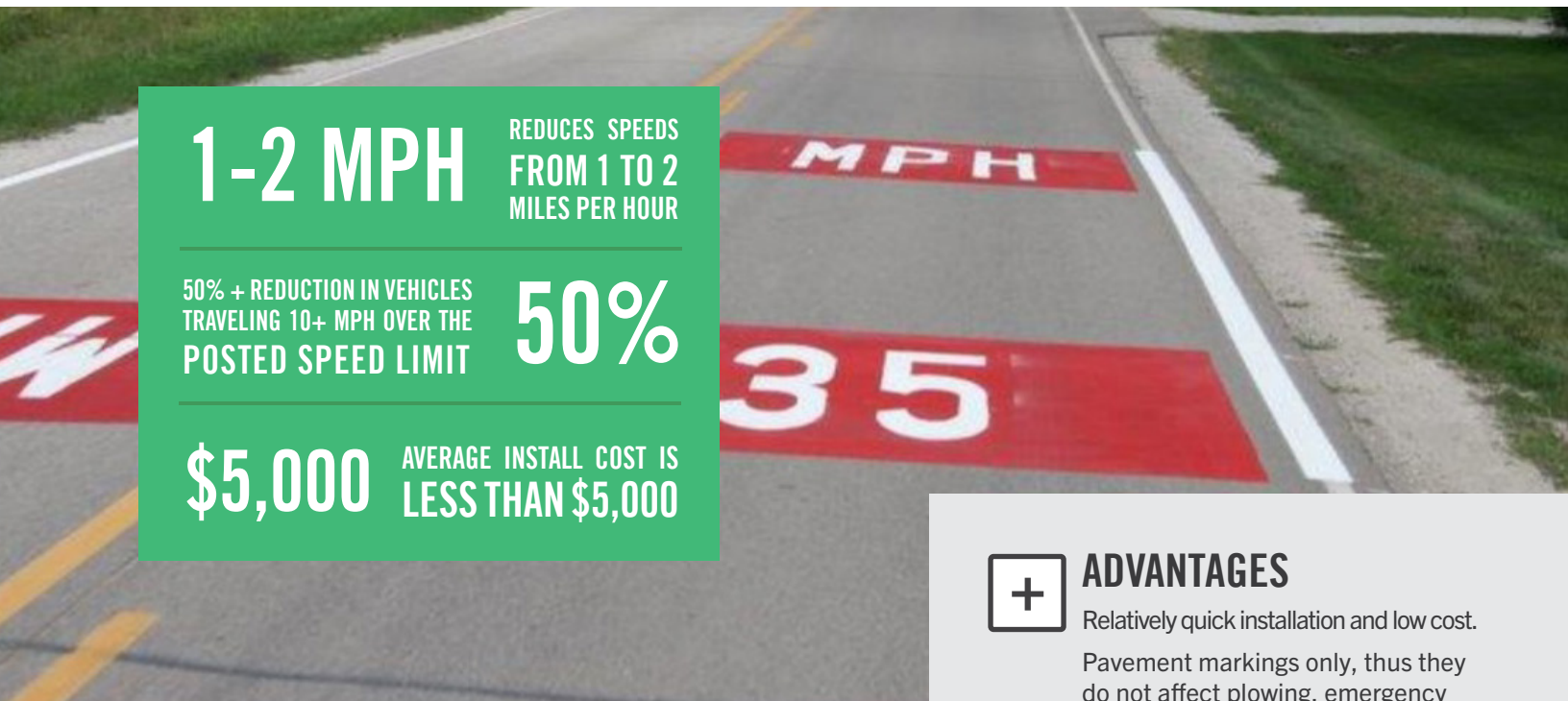
TYPICAL LOCATIONS

Entering a rural community.
Rapid decrease in posted speed limit.
Where 85th percentile speeds are > 10 MPH above posted speed limit.



EXAMPLE LOCATIONS

US-91, Mantua
S.R. 150, Samak
S.R. 132, Leamington
US-6, Wellington
S.R. 9, Rockville



1-2 MPH

REDUCES SPEEDS
FROM 1 TO 2
MILES PER HOUR

50% + REDUCTION IN VEHICLES
TRAVELING 10+ MPH OVER THE
POSTED SPEED LIMIT

50%

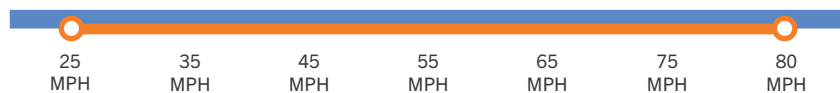
\$5,000

AVERAGE INSTALL COST IS
LESS THAN \$5,000



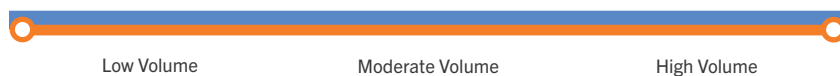
TRAVEL SPEEDS

Pavement Speed Limit Markings are appropriate for ALL roadway speeds.



TRAFFIC VOLUMES

Pavement Speed Limit Markings are appropriate for ALL traffic volumes.



NUMBER OF LANES

Pavement Speed Limit Markings are appropriate for ALL lanes of traffic.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Relatively quick installation and low cost.

Pavement markings only, thus they do not affect plowing, emergency vehicle operations, drainage, etc.



DISADVANTAGES

Passive measure which doesn't require driver to alter behavior, so over time effectiveness could wear off.

In the traveled way, thus wear off over time.



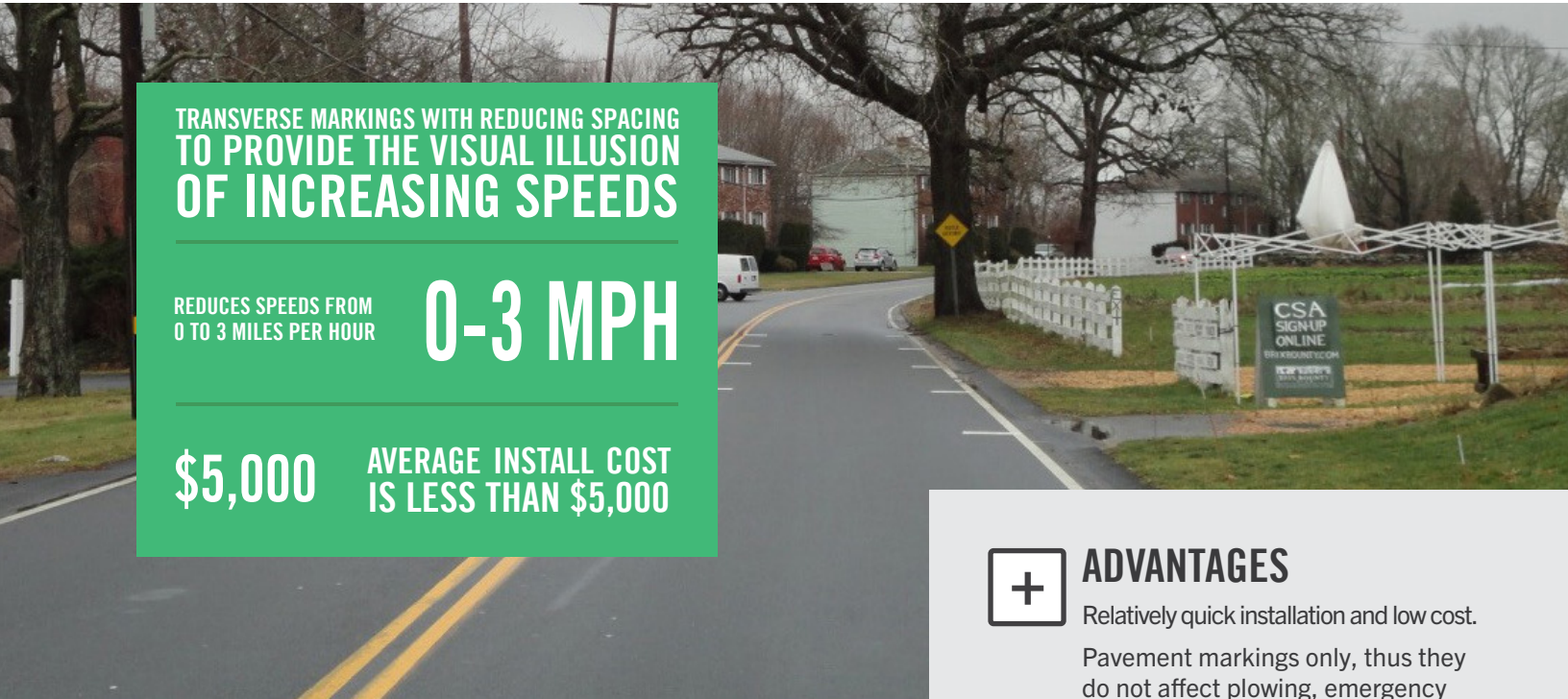
TYPICAL LOCATIONS

Any location where additional emphasis is needed. (curves, entering developed areas, reduction in posted speed limit).



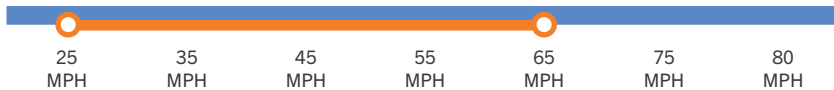
EXAMPLE LOCATIONS

I-80 Eastbound at I-15, SLC



TRAVEL SPEEDS

Optical Speed Bars are appropriate for roadway speeds between 25 and 65 miles per hour.



TRAFFIC VOLUMES

Optical Speed Bars are appropriate for Low to Moderate traffic volumes.



NUMBER OF LANES

Optical Speed Bars are appropriate for 1 to 2 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Relatively quick installation and low cost.
Pavement markings only, thus they do not affect plowing, emergency vehicle operations, drainage, etc.



DISADVANTAGES

Passive measure which doesn't require driver to alter behavior, so over time effectiveness could wear off.
In the traveled way, thus wear off over time.



TYPICAL LOCATIONS

Curves and entering rural communities.



EXAMPLE LOCATIONS

None within Utah

**STARTING AT \$20,000
PER MILE (STRIPING ONLY)**

0-3 MPH MINOR (0 TO 3 MILES PER HOUR)
EFFECT ON VEHICLE SPEED
WITHOUT OTHER CHANGES

**PROVIDES SPACE FOR
BIKE LANES OR PARKING**



ADVANTAGES

Potentially improved bike facilities or increased on-street parking.

Low cost.



DISADVANTAGES

Without other changes has not been shown to drastically vehicle speeds.



TYPICAL LOCATIONS

Combined with other treatments. Where treatments are needed for bicycle activity, high demand for parking, etc. and not just lowering vehicle speeds.

Roadways with wider pavement section than needed.



EXAMPLE LOCATIONS

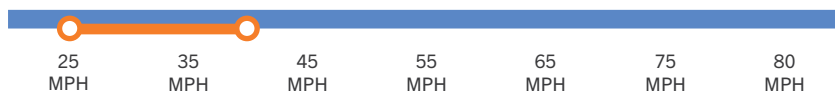
200 South @ 800 East, SLC

Daybreak Parkway, South Jordan



TRAVEL SPEEDS

Roadway Narrowing is appropriate for roadway speeds between 25 and 40 miles per hour.



TRAFFIC VOLUMES

Roadway Narrowing is appropriate for Low to Moderate traffic volumes.



NUMBER OF LANES

Roadway Narrowing is appropriate for 1 to 3 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



0-4 MPH REDUCES SPEEDS
0-4 MILES PER HOUR

AVERAGE INSTALATION
COSTS ARE \$5,000
TO \$10,000

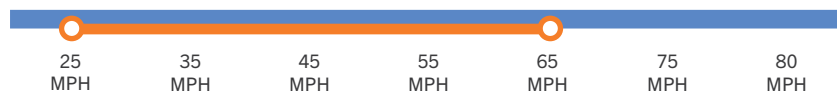
\$5-10,000

INCREASES SPEED COMPLIANCE



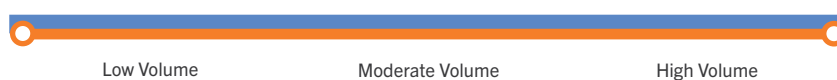
TRAVEL SPEEDS

Landscaping is appropriate for roadway speeds between 25 and 65 miles per hour.



TRAFFIC VOLUMES

Landscaping is appropriate for LOW to HIGH traffic volumes.



NUMBER OF LANES

Landscaping is appropriate for 1 to 4 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Mid-level treatment provides a physical change without rebuilding a road

Provides continuous narrowing of perceived width

Improves streetscape aesthetics and reduces heat-island effect

Works well in conjunction with other treatments



DISADVANTAGES

Must be designed to avoid creating sight distance triangle obstructions

Often requires maintenance

May be challenging in a dry climate



TYPICAL LOCATIONS

Along transition zones

At gateways

Within developed areas



EXAMPLE LOCATIONS

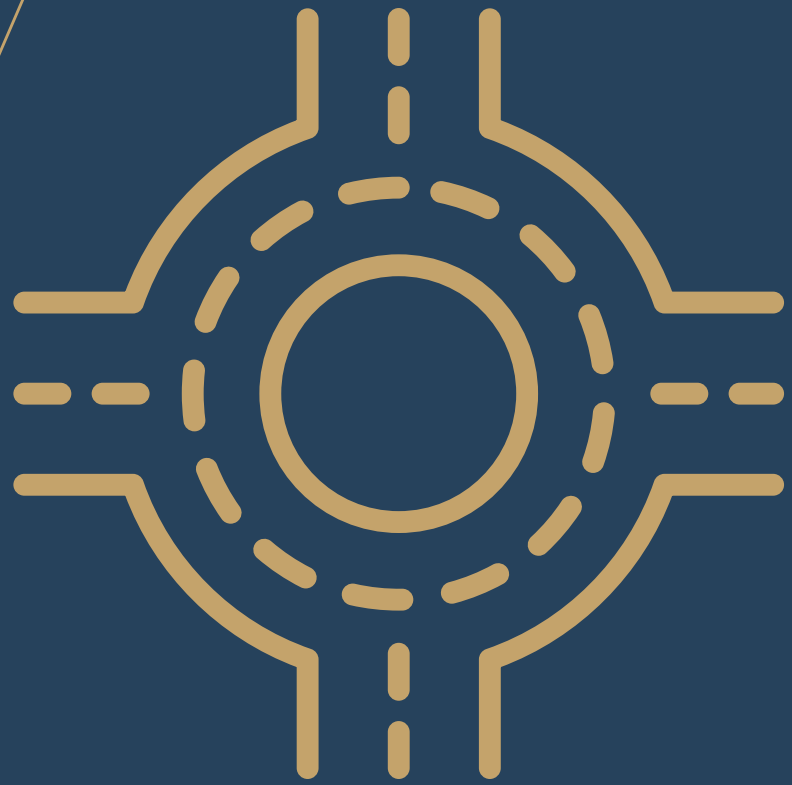
St George S.R. 34

Hurricane S.R. 9

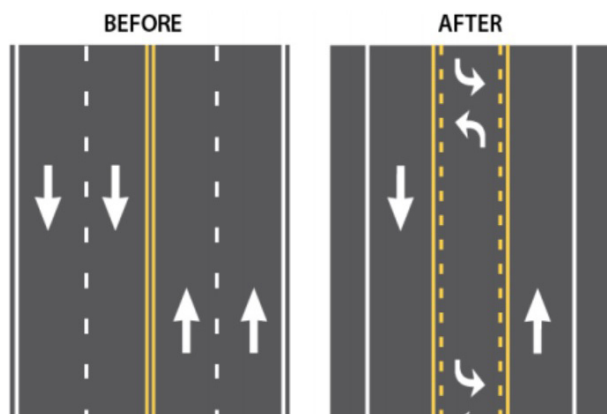
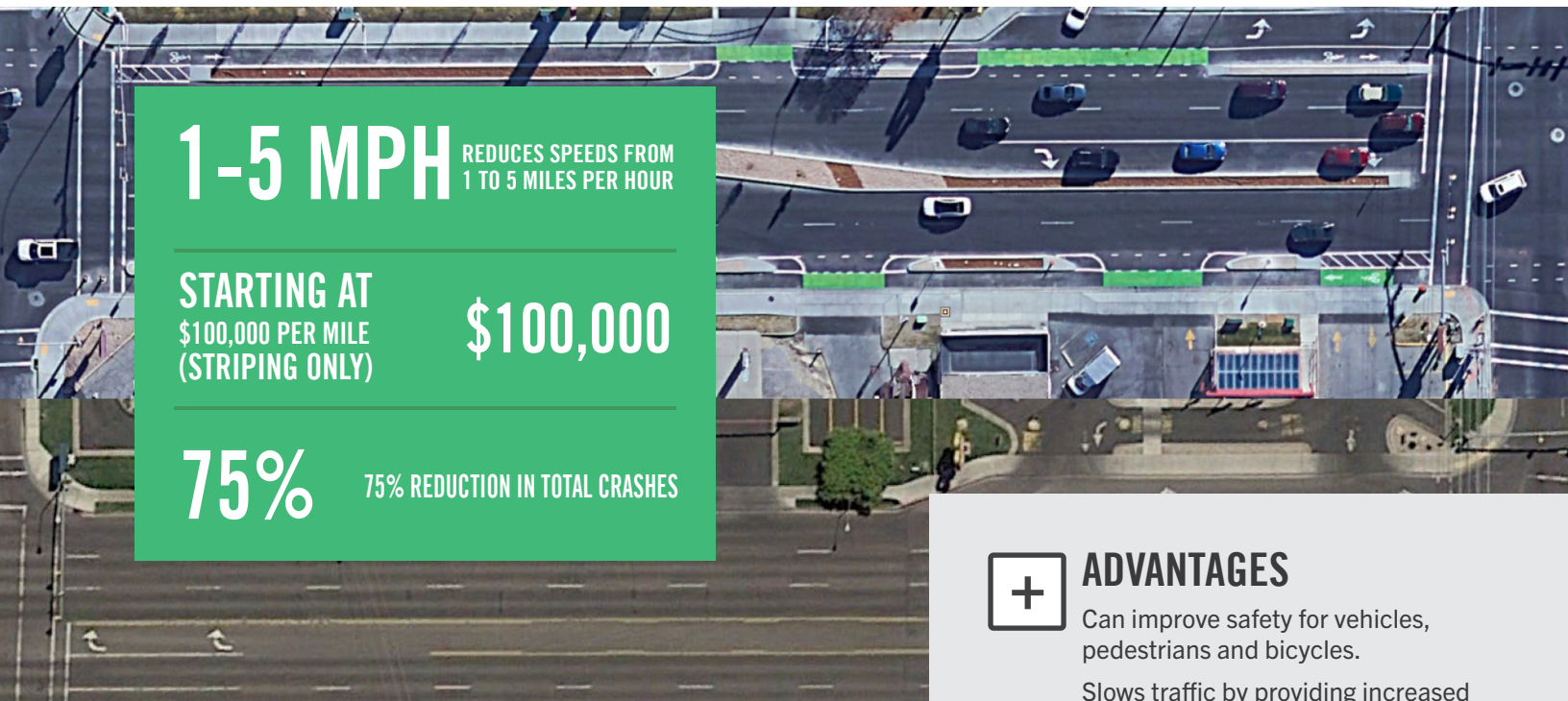
Brigham City S.R. 13

Park City S.R. 248

Farmington S.R.106

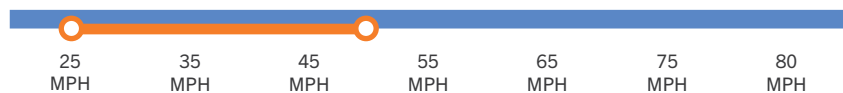


ACTIVE MEASURES



TRAVEL SPEEDS

Road Diets are appropriate for roadway speeds between 25 and 50 miles per hour.



TRAFFIC VOLUMES

Road Diets are appropriate for Low to Moderate traffic volumes.



NUMBER OF LANES

Road Diets are appropriate for 2 to 4 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Can improve safety for vehicles, pedestrians and bicycles.

Slows traffic by providing increased friction.



DISADVANTAGES

Could impact roadway capacity, and emergency services/evacuation times.



TYPICAL LOCATIONS

Roadways with frequent curb cuts and with traffic volumes that are lower than roadway capacity.



EXAMPLE LOCATIONS

S.R. 258, Elsinore

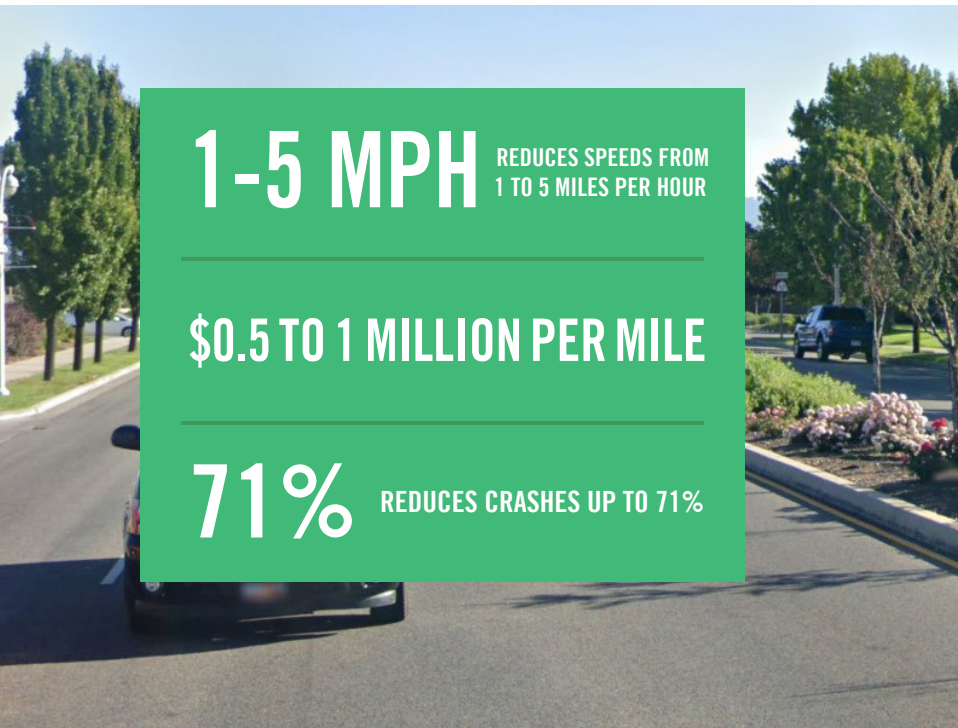
S.R. 118, Richfield

Cougar Blvd, Provo

200 West, SLC

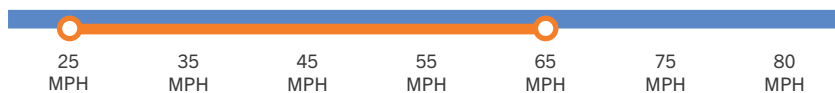
California Ave

(east of Redwood Rd), SLC



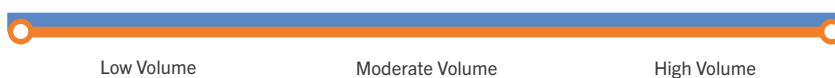
TRAVEL SPEEDS

Median Islands are appropriate for roadway speeds between 25 and 65 miles per hour.



TRAFFIC VOLUMES

Median Islands are appropriate for ALL traffic volumes.



NUMBER OF LANES

Median Islands are appropriate for All lanes of traffic.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Physical treatment so effectiveness does not wear off with time.

Provides improved pedestrian crossing.

Landscaped medians improve aesthetics as well as reduce travel speeds.



DISADVANTAGES

Increased maintenance. Could require additional right-of-way.

Back to back curb medians without landscaping have not been shown to reduce travel speeds.



TYPICAL LOCATIONS

Roadways with two-way left-turn lanes and where u-turns, alternate access, or median openings can be accommodated. Existing and potential pedestrian crossing locations.



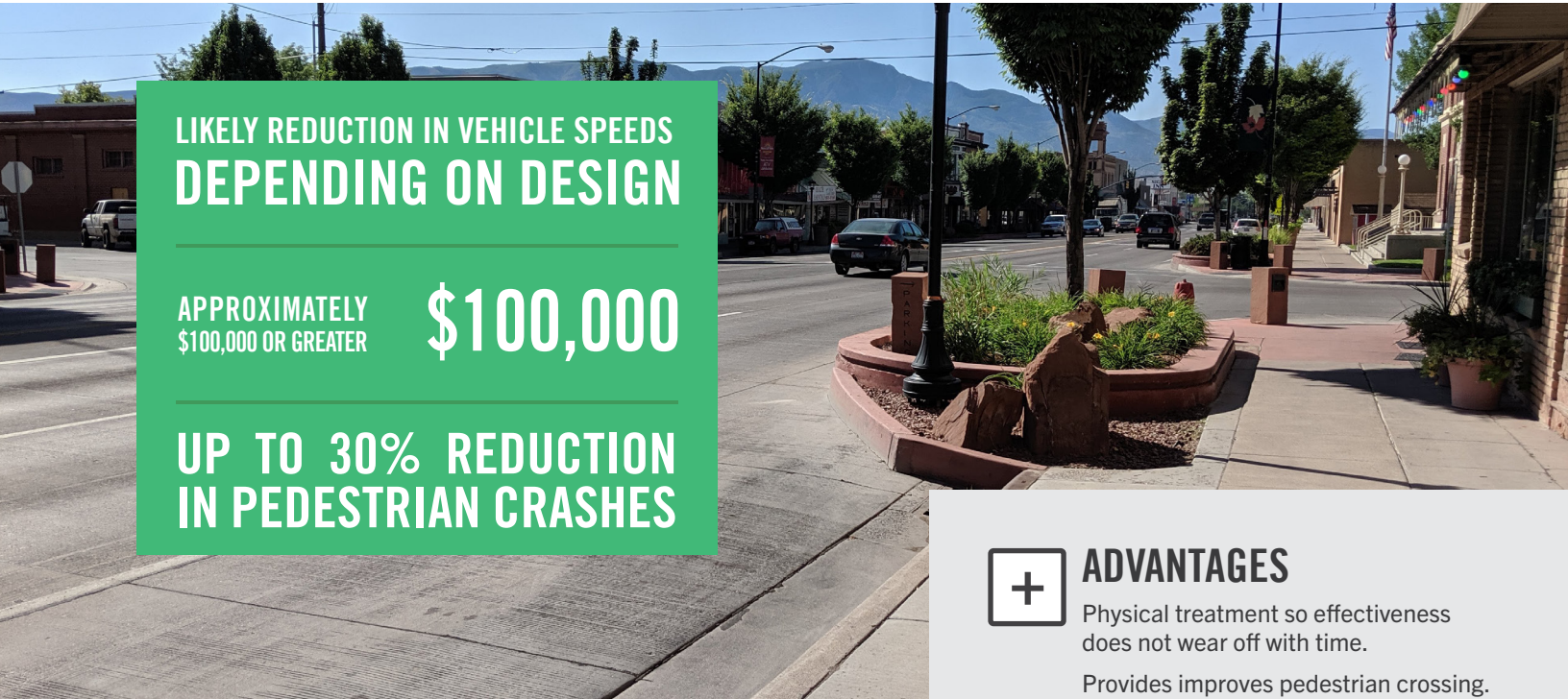
EXAMPLE LOCATIONS

US-89, downtown Ogden

US-89 @ 50 North, SLC

S.R. 68 @ 5500 South, Taylorsville

S.R. 34, St. George



LIKELY REDUCTION IN VEHICLE SPEEDS
DEPENDING ON DESIGN

APPROXIMATELY
\$100,000 OR GREATER

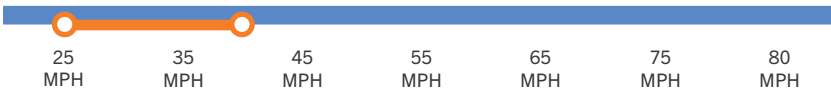
\$100,000

UP TO 30% REDUCTION
IN PEDESTRIAN CRASHES



TRAVEL SPEEDS

Curb Extensions are appropriate for roadway speeds between 25 and 40 miles per hour.



TRAFFIC VOLUMES

Curb Extensions are appropriate for Low to Moderate traffic volumes.



NUMBER OF LANES

Curb Extensions are appropriate for 1 to 2 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Physical treatment so effectiveness does not wear off with time.

Provides improves pedestrian crossing.



DISADVANTAGES

Increased maintenance. Could interfere with large vehicle movements.



TYPICAL LOCATIONS

Corridors with on-street parking.
Intersections with pedestrian activity and a small number of turning heavy vehicles.

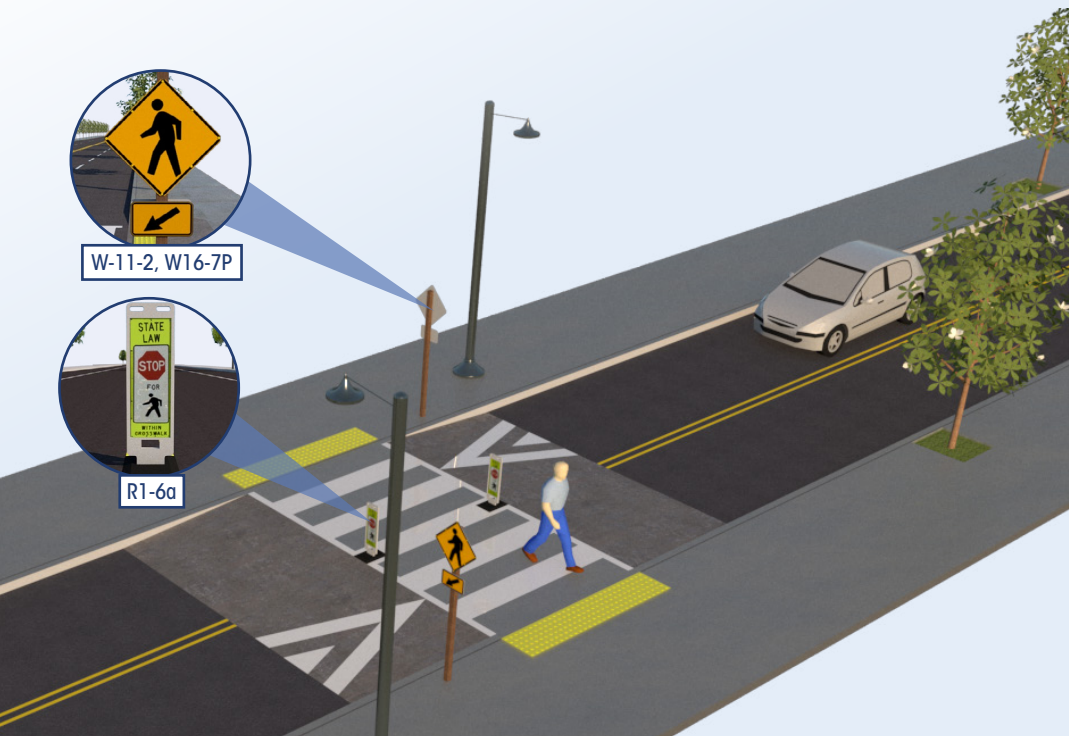


EXAMPLE LOCATIONS

US-89, downtown Ogden
US-89 & 500 N, SLC
US-40, downtown Ogden
S.R. 120, Richfield
US-89, Gunnison
S.R. 12, Triopic

Safe Transportation For Every Pedestrian

A Counter Measure Tech Sheet



Raised crosswalks are ramped speed tables spanning the entire width of the roadway, often placed at midblock crossing locations. The crosswalk is demarcated with paint and/or special paving materials. These crosswalks act as traffic-calming measures that allow the pedestrian to cross at grade with the sidewalk.

In addition to their use on local and collector streets, raised crosswalks can be installed in campus settings, shopping centers, and pick-up/drop-off zones (e.g., airports, schools, transit centers).

Raised crosswalks are flush with the height of the sidewalk. The crosswalk table is typically at least 10 feet wide and designed to allow the front and rear wheels of a passenger vehicle to be on top of the table at the same time. Detectable warnings (truncated domes) and curb ramps are installed at the street edge for pedestrians with impaired vision.

 Local and collector roads with high speeds pose a significant challenge for pedestrians crossing the roadway.

 A raised crosswalk can reduce vehicle speeds and enhance the pedestrian crossing environment.

.....

Raised crosswalks can reduce pedestrian crashes by

45%



.....

FEATURES:

- Elevated crossing makes the pedestrian more prominent in the driver's field of vision, and allows pedestrians to cross at grade with the sidewalk
- Approach ramps may reduce vehicle speeds and improve motorist yielding

OFTEN USED WITH:

- Crosswalk visibility enhancements



CONSIDERATIONS

Raised crosswalks are typically installed on 2-lane or 3-lane roads with speed limits of 30 mph or less and annual average daily traffic (AADT) below about 9,000. Raised crossings should generally be avoided on truck routes, emergency routes, and arterial streets.

Drainage can be an issue. Raised crosswalks may be installed with curb extensions where parking exists. They may also be used at intersections, particularly at the entrance of the minor street.

Since this countermeasure can cause discomfort and noise (especially with larger vehicles), it may be appropriate to get public buy-in. Raised crosswalks may not be appropriate for bus transit routes or primary emergency vehicle routes. For States that experience regular snowfall, snowplowing can be a concern.

COST

The cost associated with a raised crosswalk ranges from \$7,110 to \$30,880 each, with the average cost estimated at \$8,170.

References

- Federal Highway Administration. (2013). "Raised Pedestrian Crossings" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. Available: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=7
- Thomas, L., Thirsk, N. J., & Zegeer, C. (2016). NCHRP Synthesis 498: Application of Pedestrian Crossing Treatments for Streets and Highways. Transportation Research Board, Washington D.C.
- Bushell, M., Poole, B., Zegeer, C., & Rodriguez, D. (2013). Costs for Pedestrian and Bicyclist Infrastructure Improvements: A Resource for Researchers, Engineers, Planners, and the General Public. Pedestrian and Bicycle Information Center.
- Elvik, R., Christensen, P., and Amundsen, A. (2004). "Speed and Road Accidents An Evaluation of the Power Model." Transportøkonomisk Institutt, Oslo, Norway.

Source: <https://www.fhwa.dot.gov/innovation/everydaycounts/edc-4.cfm>

SIGNIFICANT SPEED REDUCTIONS

AVERAGE INSTALL COST
OF 1-3 MILLION

\$1-3 MILLION

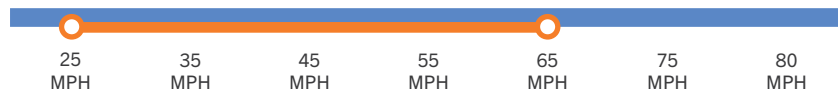
88%

REDUCE FATAL AND SERIOUS
INJURY CRASHES BY UP TO 88%



TRAVEL SPEEDS

Roundabouts are appropriate for roadway speeds between 25 and 65 miles per hour.



TRAFFIC VOLUMES

Roundabouts are appropriate for Low to Moderate traffic volumes.

**High volume roadways may be possible with additional review / design.*



NUMBER OF LANES

Roundabouts are appropriate for 1 to 2 lanes of traffic in each direction.

**3 lane roadways may be possible with additional review / design.*



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Alters vehicle path thus necessitates major reductions in speed.

Major safety improvements.

Can handle a wide range of mainline and turning traffic.

Pedestrian safety improved due to lower speeds.



DISADVANTAGES

Relatively expensive. May require additional right-of-way.



TYPICAL LOCATIONS

Intersections with available right-of-way. Where speeds, safety, and congestion are all concerns.



EXAMPLE LOCATIONS

I-80 interchange, Jeremy Ranch Park City

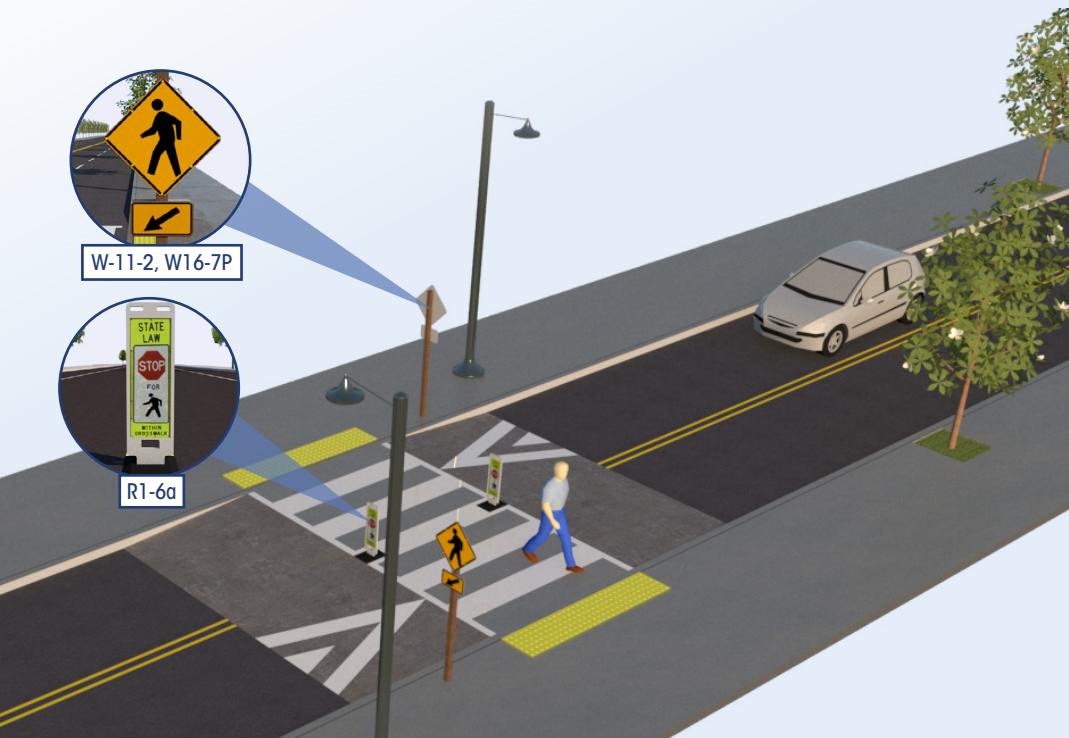
S.R.63, Oljato-Monument Valley

S.R. 12 & S.R. 63, Bryce Canyon

S.R. 130, Enoch



PEDESTRIAN SAFETY MEASURES



Raised crosswalks are ramped speed tables spanning the entire width of the roadway, often placed at midblock crossing locations. The crosswalk is demarcated with paint and/or special paving materials. These crosswalks act as traffic-calming measures that allow the pedestrian to cross at grade with the sidewalk.

In addition to their use on local and collector streets, raised crosswalks can be installed in campus settings, shopping centers, and pick-up/drop-off zones (e.g., airports, schools, transit centers).

Raised crosswalks are flush with the height of the sidewalk. The crosswalk table is typically at least 10 feet wide and designed to allow the front and rear wheels of a passenger vehicle to be on top of the table at the same time. Detectable warnings (truncated domes) and curb ramps are installed at the street edge for pedestrians with impaired vision.

 Local and collector roads with high speeds pose a significant challenge for pedestrians crossing the roadway.

 A raised crosswalk can reduce vehicle speeds and enhance the pedestrian crossing environment.

.....

Raised crosswalks can reduce pedestrian crashes by

45%



.....

FEATURES:

- Elevated crossing makes the pedestrian more prominent in the driver's field of vision, and allows pedestrians to cross at grade with the sidewalk
- Approach ramps may reduce vehicle speeds and improve motorist yielding

OFTEN USED WITH:

- Crosswalk visibility enhancements



Boston, MA. Photo: Peter Furth / nacto.org

CONSIDERATIONS

Raised crosswalks are typically installed on 2-lane or 3-lane roads with speed limits of 30 mph or less and annual average daily traffic (AADT) below about 9,000. Raised crossings should generally be avoided on truck routes, emergency routes, and arterial streets.

Drainage can be an issue. Raised crosswalks may be installed with curb extensions where parking exists. They may also be used at intersections, particularly at the entrance of the minor street.

Since this countermeasure can cause discomfort and noise (especially with larger vehicles), it may be appropriate to get public buy-in. Raised crosswalks may not be appropriate for bus transit routes or primary emergency vehicle routes. For States that experience regular snowfall, snowplowing can be a concern.

COST

The cost associated with a raised crosswalk ranges from \$7,110 to \$30,880 each, with the average cost estimated at \$8,170.

References

- Federal Highway Administration. (2013). "Raised Pedestrian Crossings" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. Available: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=7
- Thomas, L., Thirsk, N. J., & Zegeer, C. (2016). NCHRP Synthesis 498: Application of Pedestrian Crossing Treatments for Streets and Highways. Transportation Research Board, Washington D.C.
- Bushell, M., Poole, B., Zegeer, C., & Rodriguez, D. (2013). Costs for Pedestrian and Bicyclist Infrastructure Improvements: A Resource for Researchers, Engineers, Planners, and the General Public. Pedestrian and Bicycle Information Center.
- Elvik, R., Christensen, P., and Amundsen, A. (2004). "Speed and Road Accidents An Evaluation of the Power Model." Transportøkonomisk Institutt, Oslo, Norway.

Source: <https://www.fhwa.dot.gov/innovation/everydaycounts/edc-4.cfm>

This example combines curb extensions, high-visibility markings, overhead lighting, and in-street signs on a two-lane roadway.



This group of countermeasures includes improved lighting, advance or in-street warning signage, pavement markings, and geometric design elements. Such features may be used in combination to indicate optimal or preferred locations for people to cross and to help reinforce the driver requirement to yield the right-of-way to pedestrians at crossing locations.

For multi-lane roadway crossings where vehicle AADTs are in excess of 10,000, a marked crosswalk alone is typically not sufficient (Zegeer, 2005). Under such conditions, more substantial crossing improvements are also needed to prevent an increase in pedestrian crash potential. Examples of more substantial treatments include the refuge island, PHB, and RRFB.



Poor lighting conditions, obstructions such as parked cars, and horizontal or vertical roadway curvature can reduce visibility at crosswalks, contributing to higher crash rates.



Crosswalk visibility enhancements help make crosswalks and/or pedestrians more visible and can help pedestrians decide where to cross.

Crosswalk visibility enhancements can reduce crashes by

23–48%



FEATURES:

- High visibility marking improves visibility of the crosswalk compared to the standard parallel lines.
- Parking restriction on the crosswalk approach improves the sightlines for motorists and pedestrians.
- Advance STOP or YIELD markings & signs reduce the risk of a multiple threat crash.
- Curb extension improves sight distance between drivers and pedestrians and narrows crossing distance.
- In street STOP or YIELD signs may improve driver yielding rates.

Source: FHWA Crosswalk Visibility Enhancements Tech Sheet June 2018
<https://www.fhwa.dot.gov/innovation/everydaycounts/edc-4.cfm>

June 2018, Updated | FHWA-SA-18-061

High-visibility crosswalk marking. High-visibility crosswalks are preferred over parallel line crosswalks and should be provided at all established midblock pedestrian crossings. They should also be considered at uncontrolled intersections.

Parking restriction on the crosswalk approach. Parking restriction can include the removal of parking space markings, installation of new “parking prohibition” pavement markings or curb paint, and signs. The minimum setback is 20 feet in advance of the crosswalk where speeds are 25 mph or less, and 30 feet where speeds are between 26 and 35 mph.

Advance YIELD or STOP markings and signs.¹ The stop bar or “sharks teeth” yield markings are placed 20 to 50 feet in advance of a marked crosswalk to indicate where vehicles are required to stop or yield in compliance with the accompanying “STOP Here for Pedestrians” or “YIELD Here to Pedestrians” sign.

Curb extension. This treatment, also referred to as bulb-outs, extends the sidewalk or curb line out into the parking lane, which reduces the effective street width. Curb extensions must not extend into travel lanes and should not extend across bicycle lanes.

Improved nighttime lighting.

Consideration should be given to placing lights in advance of midblock and intersection crosswalks on both approaches to illuminate the front of the pedestrian and avoid creating a silhouette.

In-street STOP or YIELD to pedestrian sign.² These signs serve to remind road users of laws regarding right-of-way, and they may be appropriate on 2-lane or 3-lane roads where speed limits are 30 mph or less. The sign can be placed in between travel lanes or in a median.

COST

Countermeasure	Range	Average
High visibility crosswalk marking	\$600-5,700 each	\$2,540 each
Lighting	<i>Varies based on fixture type and utility service agreement</i>	
Parking restriction	<i>Varies based on the required signs and pavement markings</i>	
Curb extension	\$2,000-20,000	\$13,000 each
Advance STOP/YIELD sign	N/A	\$300 each
Advance STOP/YIELD line	N/A	\$320 each
In-street STOP/YIELD sign	N/A	\$240 each

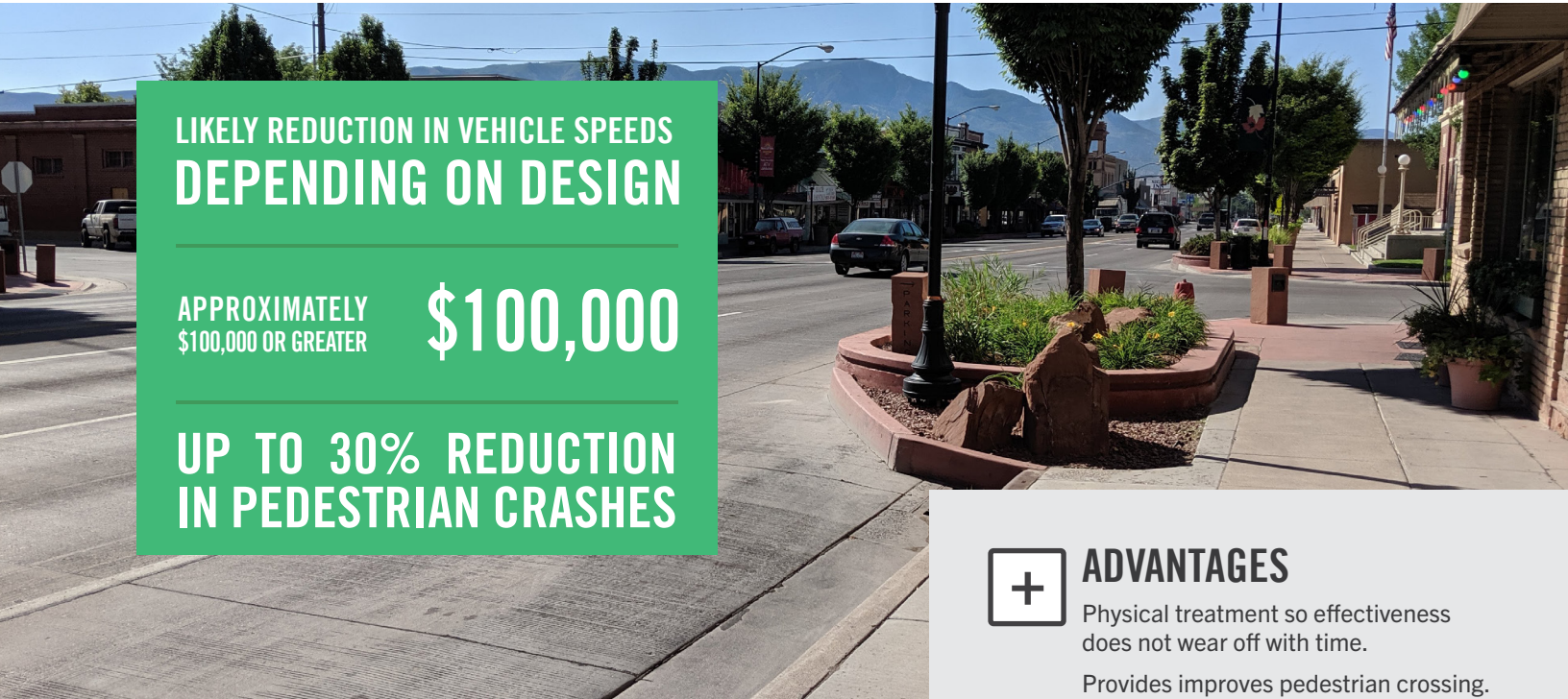
¹MUTCD section 2B.12 In-Street and Overhead Pedestrian Crossing Signs (R1-6, R1-6a, R1-9, and R1-9a)

²MUTCD reference: Section 2B.11 Yield Here To Pedestrians Signs and Stop Here For Pedestrians Signs (R1-5 Series)

References

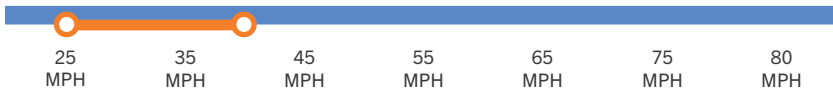
- Harkey, D.L., R. Srinivasan, J. Baek, F. Council, K. Eccles, N. Lefler, F. Gross, B. Persaud, C. Lyon, E. Hauer, and J. Bonneson. (2008). NCHRP Report 617: Crash Reduction Factors for Traffic Engineering and ITS Improvements. Transportation Research Board, Washington, D.C.
- Zegeer, C., R. Srinivasan, B. Lan, D. Carter, S. Smith, C. Sundstrom, N.J. Thirsk, J. Zegeer, C. Lyon, E. Ferguson, and R. Van Houten. (2017). NCHRP Report 841: Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments. Transportation Research Board, Washington, D.C.
- Gibbons, R. B., Edwards, C., Williams, B., & Andersen, C. K. (2008). Informational Report on Lighting Design for Midblock Crosswalks. Report No. FHWA-HRT-08-053. Federal Highway Administration.
- Bushell, M., Poole, B., Zegeer, C., & Rodriguez, D. (2013). Costs for Pedestrian and Bicyclist Infrastructure Improvements: A Resource for Researchers, Engineers, Planners, and the General Public. Pedestrian and Bicycle Information Center.
- Federal Highway Administration. (2013). Multiple webpages in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System:
- Marked Crosswalks and Enhancements: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=4
 - Lighting and Illumination: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=8
 - Parking Restrictions: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=9
 - Curb Extensions: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=5
 - Advance Stop/Yield Lines: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=13

Source: FHWA Crosswalk Visibility Enhancements Tech Sheet June 2018



TRAVEL SPEEDS

Curb Extensions are appropriate for roadway speeds between 25 and 40 miles per hour.



TRAFFIC VOLUMES

Curb Extensions are appropriate for Low to Moderate traffic volumes.



NUMBER OF LANES

Curb Extensions are appropriate for 1 to 2 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Physical treatment so effectiveness does not wear off with time.

Provides improves pedestrian crossing.



DISADVANTAGES

Increased maintenance. Could interfere with large vehicle movements.



TYPICAL LOCATIONS

Corridors with on-street parking.
Intersections with pedestrian activity and a small number of turning heavy vehicles.



EXAMPLE LOCATIONS

US-89, downtown Ogden
US-89 & 500 N, SLC
US-40, downtown Ogden
S.R. 120, Richfield
US-89, Gunnison
S.R. 12, Triopic

Safe Transportation For Every Pedestrian

A Counter Measure Tech Sheet



A pedestrian refuge island is a median with a refuge area that is intended to help protect pedestrians who are crossing a multilane road. This countermeasure is sometimes referred to as a crossing island, refuge island, or pedestrian island. The presence of a pedestrian refuge island at a midblock location or intersection allows pedestrians to focus on one direction of traffic at a time as they cross, and gives them a place to wait for an adequate gap in oncoming traffic before finishing the second phase of a crossing.

Refuge islands are highly desirable for midblock pedestrian crossings on roads with four or more travel lanes, especially where speed limits are 35 mph or greater and/or where annual average daily traffic (AADT) is 9,000 or higher. They are also a candidate treatment option for uncontrolled pedestrian crossings on 3-lane or 2-lane roads that have high vehicle speeds or volumes. When installed at a midblock crossing, the island should be supplemented with a marked high-visibility crosswalk.



The combination of a long crossing distance and multiple lanes of oncoming traffic can create an unsafe pedestrian environment.



A pedestrian refuge island can improve safety and comfort by providing pedestrians with the option of waiting in the median area before beginning the next stage of the crossing.

.....

Pedestrian refuge islands can reduce pedestrian crashes by

32%



.....

FEATURES:

- Median can enhance visibility of the crossing and reduce speed of approaching vehicles.
- Refuge area provides a place to rest and reduces the amount of time a pedestrian is in the roadway

OFTEN USED WITH:

- Crosswalk visibility enhancements
- Curb extensions (where road width allows)



Asheville, NC. Photo: Lyubov Zuyeva, pedbikeimages.org

CONSIDERATIONS

The design must accommodate pedestrians with disabilities. Islands should be at least 4 feet wide (preferably 8 feet) and of adequate length to allow the anticipated number of pedestrians to stand and wait for gaps in traffic before crossing. The cut-through must include detectable warnings if island width is at least 6 feet.

Islands should be illuminated or highlighted with street lights, signs, and/or reflectors to ensure that they are visible to motorists. They can be constructed so that crossing pedestrians are directed to the right, so they can more easily view oncoming traffic after they are halfway through the crossing. If applicable, evaluate the impact of the island on bicycle facility design.

COST

The cost of a median island depends on its size and construction materials. The costs range from \$2,140 to \$41,170 per island, depending on the length of the island, with an average cost of \$13,520. The average cost per square foot is approximately \$10. Costs will be higher for concrete islands versus asphalt islands, though the lifespan of concrete is longer compared to the lifespan of asphalt. Cost reductions may be realized if the refuge island can be incorporated into planned roadway improvements or utility work.

References

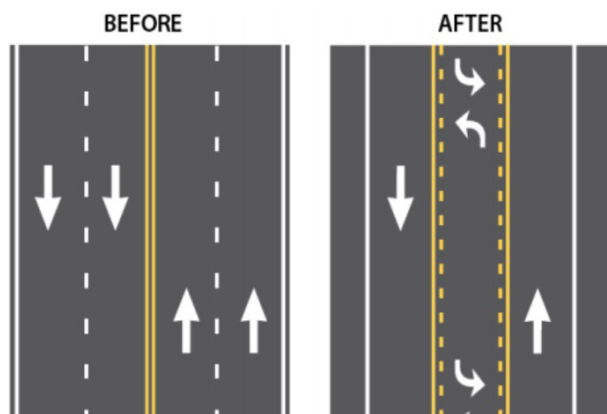
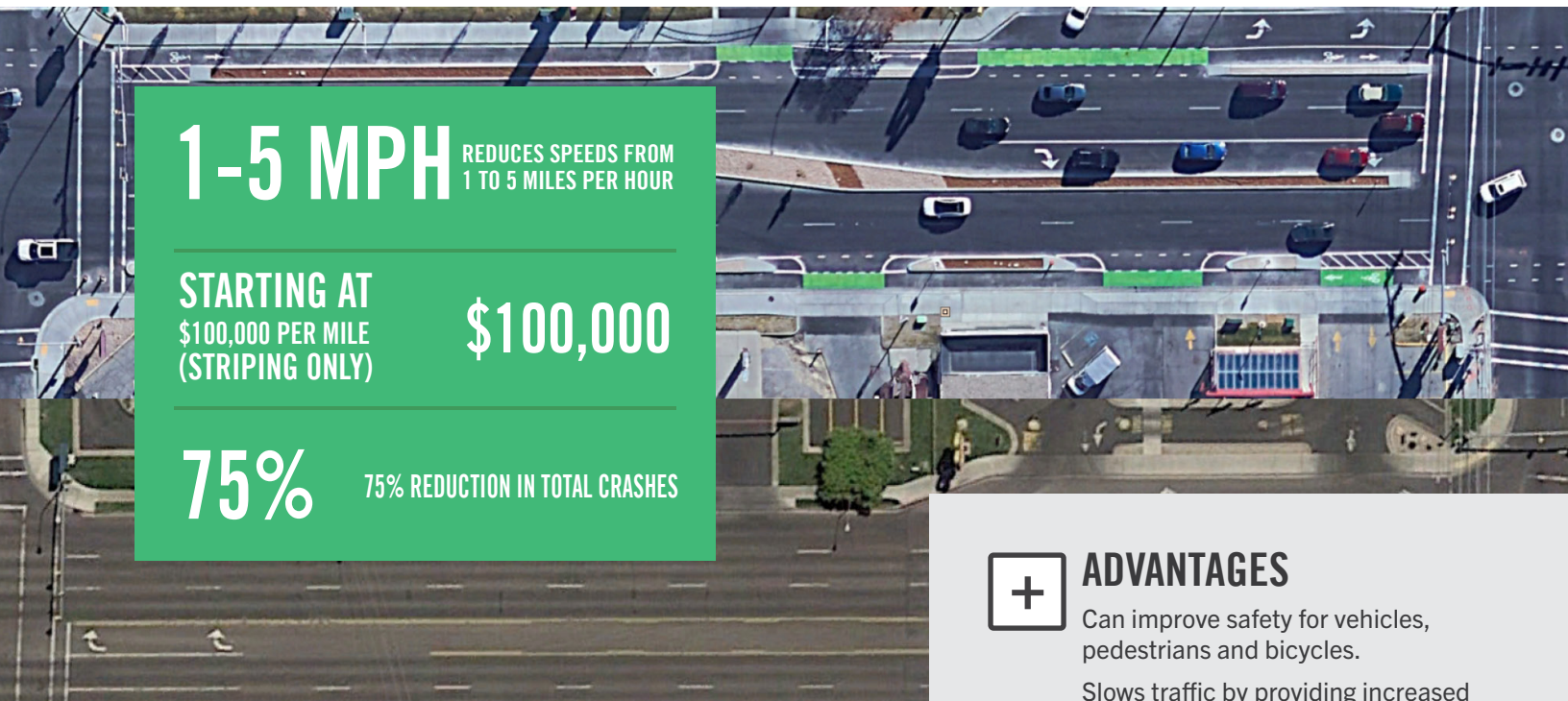
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Federal Highway Administration. (2013). "Crossing Islands" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. Available: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=6

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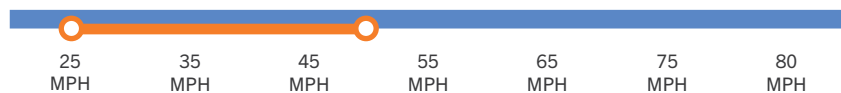
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Source: FHWA Crosswalk Visibility Enhancements Tech Sheet June 2018
<https://www.fhwa.dot.gov/innovation/everydaycounts/edc-4.cfm>



TRAVEL SPEEDS

Road Diets are appropriate for roadway speeds between 25 and 50 miles per hour.



TRAFFIC VOLUMES

Road Diets are appropriate for Low to Moderate traffic volumes.



NUMBER OF LANES

Road Diets are appropriate for 2 to 4 lanes of traffic in each direction.



Source: UDOT Speed Info Management Sheets, March 2022



ADVANTAGES

Can improve safety for vehicles, pedestrians and bicycles.

Slows traffic by providing increased friction.



DISADVANTAGES

Could impact roadway capacity, and emergency services/evacuation times.



TYPICAL LOCATIONS

Roadways with frequent curb cuts and with traffic volumes that are lower than roadway capacity.



EXAMPLE LOCATIONS

S.R. 258, Elsinore

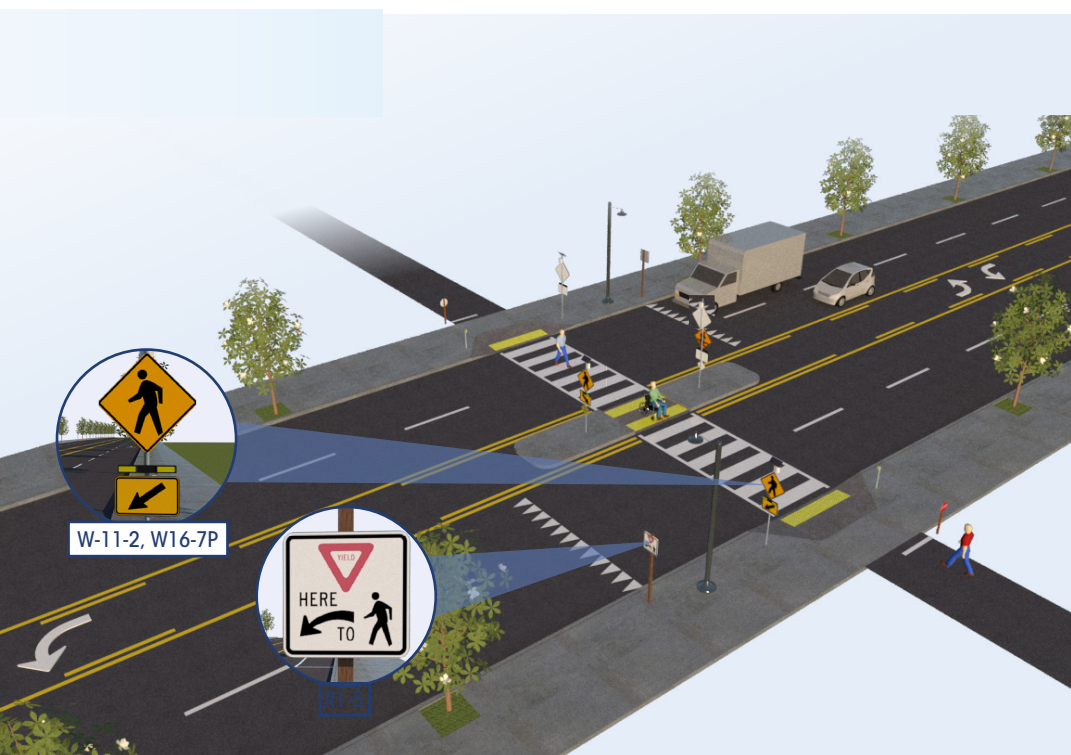
S.R. 118, Richfield

Cougar Blvd, Provo

200 West, SLC

California Ave

(east of Redwood Rd), SLC



RRFBs are pedestrian-actuated conspicuity enhancements used in combination with a pedestrian, school, or trail crossing warning sign to improve safety at uncontrolled, marked crosswalks. The device includes two rectangular-shaped yellow indications, each with an LED-array-based light source, that flash with high frequency when activated.

The RRFB is a treatment option at many types of established pedestrian crossings. Research indicates RRFBs can result in motorist yielding rates as high as 98 percent at marked crosswalks. However, yielding rates as low as 19 percent have also been noted. Compliance rates varied most per the city location, posted speed limit, crossing distance, and whether the road was one- or two-way. RRFBs are particularly effective at multilane crossings with speed limits less than 40 mph. Consider the Pedestrian Hybrid Beacon (PHB) instead for roadways with higher speeds. FHWA's *Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations* (HSA-17-072) provides specific conditions where practitioners should strongly consider the PHB instead of the RRFB.

⚠ Multiple lanes of traffic create challenges for pedestrians crossing at unsignalized locations.

💡 RRFBs can make crosswalks and/or pedestrians more visible at a marked crosswalk.

RRFBs can reduce pedestrian crashes by

47%



FEATURES:

- Enhanced warning improves motorist yielding

OFTEN USED WITH:

- Crosswalk visibility enhancements
- Pedestrian refuge island
- Advance STOP or YIELD markings and signs



Princeton, NJ. Photo: VHB

CONSIDERATIONS

FHWA has issued interim approval for the use of the RRFB (IA-21). State and local agencies must request and receive permission to use this interim approval before they can use the RRFB. IA-21 does not provide guidance or criteria based on number of lanes, speed, or traffic volumes.

RRFBs are placed on both ends of a crosswalk. If the crosswalk contains a pedestrian refuge island or other type of median, an RRFB should be placed to the right of the crosswalk and on the median (instead of the left side of the crosswalk).

RRFBs typically draw power from standalone solar panel units, but may also be wired to a traditional power source. IA-21 provides conditions for the use of accessible pedestrian features with the RRFB assembly. When RRFBs are not in common use in a community, consider conducting an outreach effort to educate the public and law enforcement officers on their purpose and use.

COST

The cost associated with RRFB installation ranges from \$4,500 to \$52,000 each, with the average cost estimated at \$22,250. These costs include the complete system installation with labor and materials.

References

MUTCD section 2B.12 In-Street and Overhead Pedestrian Crossing Signs (R1-6, R1-6a, R1-9, and R1-9a).

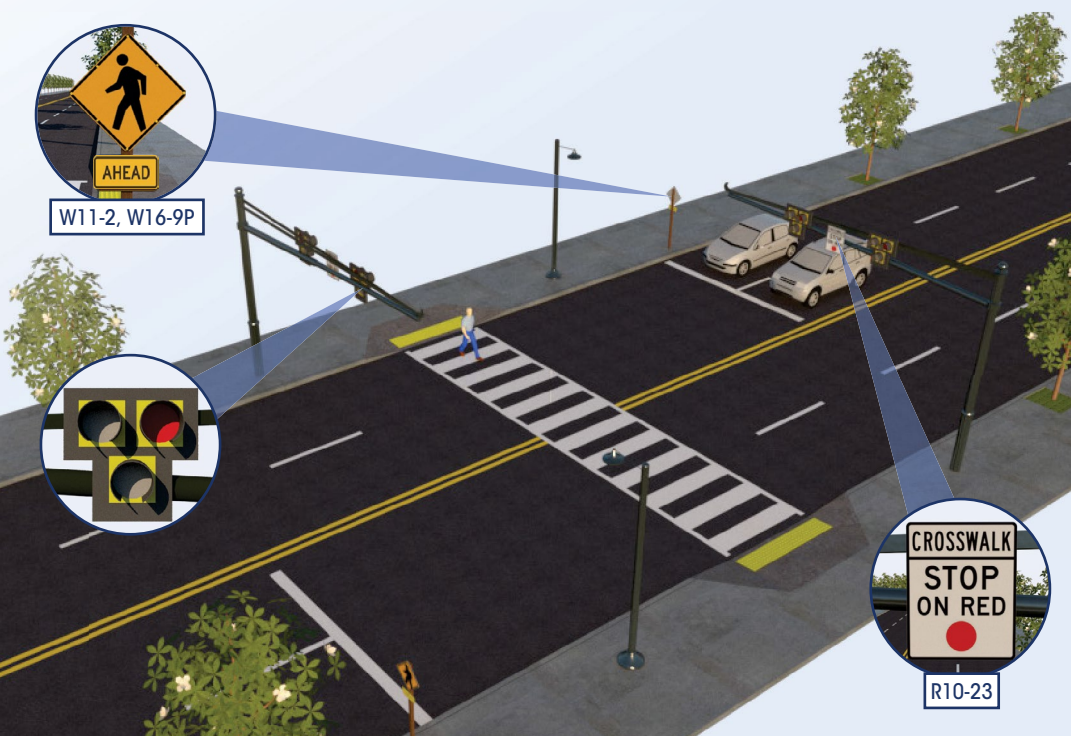
Fitzpatrick, K., M. Brewer, R. Avelar, and T. Lindheimer. "Will You Stop for Me? Roadway Design and Traffic Control Device Influences on Drivers Yielding to Pedestrians in a Crosswalk with a Rectangular Rapid-Flashing Beacon." Report No. TTI-CTS-0010. Texas A&M Transportation Institute, College Station, Texas. June 2016. <https://static.tti.tamu.edu/tti.tamu.edu/documents/TTI-CTS-0010.pdf>

Federal Highway Administration. (2018). MUTCD – Interim Approval for Optional Use of Pedestrian-Actuated Rectangular Rapid-Flashing Beacons at Uncontrolled Marked Crosswalks (IA-21). U.S. Department of Transportation, Washington, DC.

Federal Highway Administration. (2013). "Rectangular Rapid Flash Beacon" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. Available: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=54

Bushell, M., Poole, B., Zegeer, C., & Rodriguez, D. (2013). Costs for Pedestrian and Bicyclist Infrastructure Improvements: A Resource for Researchers, Engineers, Planners, and the General Public. Pedestrian and Bicycle Information Center.

Source: FHWA Rectangular-Rapid Flashing Beacon (RRFB) Tech Sheet June 2018
<https://www.fhwa.dot.gov/innovation/everydaycounts/edc-4.cfm>



PHB or High-Intensity Activated Crosswalk (HAWK)

A Pedestrian Hybrid Beacon head consists of two red lenses above a single yellow lens. Unlike a traffic signal, the PHB rests in dark until a pedestrian activates it via pushbutton or other form of detection. When activated, the beacon displays a sequence of flashing and solid lights that indicate the pedestrian walk interval and when it is safe for drivers to proceed (see figure on back page).

The PHB is often considered for installation at locations where pedestrians need to cross and vehicle speeds or volumes are high, but traffic signal warrants are not met. These devices have been successfully used at school crossings, parks, senior centers, and other pedestrian crossings on multilane streets. PHBs are typically installed at the side of the road or on mast arms over midblock pedestrian crossings.

 High speeds and multiple lanes of traffic create challenges for pedestrians crossing at unsignalized locations.

 PHBs can warn and control traffic at unsignalized locations and assist pedestrians in crossing a street or highway at a marked crosswalk.

PHBs can reduce pedestrian crashes by **55%**



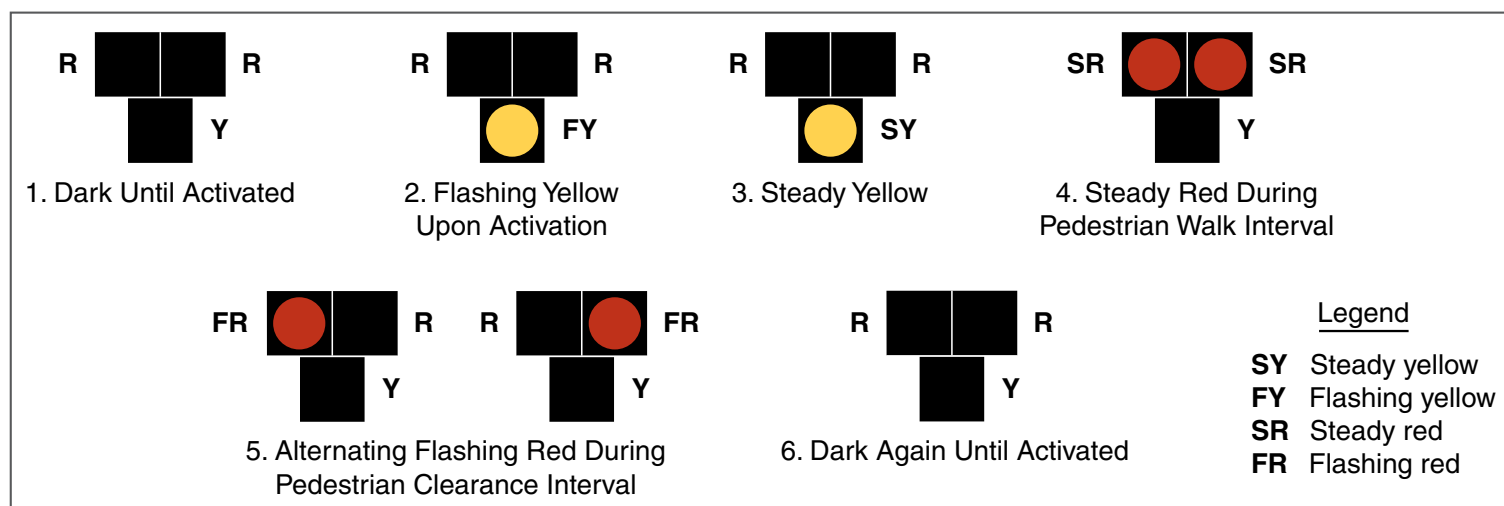
FEATURES:

- Beacons stop all lanes of traffic, which can reduce pedestrian crashes.

OFTEN USED WITH:

- High-visibility crosswalk markings
- Raised islands
- Advance STOP or YIELD signs and markings

Figure 4F-3. Sequence for a Pedestrian Hybrid Beacon from FHWA's *Manual on Uniform Traffic Control Devices*, 2009 Edition, p. 511



When a pedestrian activates a PHB, a flashing yellow light is followed by a solid yellow light, alerting drivers to slow. A solid red light requires drivers to stop while pedestrians have the right-of-way to cross the street. When the pedestrian signals display a flashing DON'T WALK indication, the overhead beacon flashes red, and drivers may proceed if the crosswalk is clear.

CONSIDERATIONS

PHBs are a candidate treatment for roads with three or more lanes that generally have annual average daily traffic (AADT) above 9,000. PHBs should be strongly considered for all midblock and intersection crossings where the roadway speed limits are equal to or greater than 40 miles per hour (mph). The PHB should meet the application guidelines provided in the *Manual on Uniform Traffic Control Devices* for existing or projected pedestrian volumes.

PHBs are intended for installation at midblock locations, but can be installed at intersections. They should only be installed

in conjunction with marked crosswalks and pedestrian countdown signals.

When PHBs are not in common use in a community, consider conducting an outreach effort to educate the public and law enforcement officers on the PHBs' purpose and use.

COST

The PHB is often less expensive than a full traffic signal installation. The costs range from \$21,000 to \$128,000, with an average per unit cost of \$57,680.

References

- Zegeer, C., R. Srinivasan, B. Lan, D. Carter, S. Smith, C. Sundstrom, N.J. Thirsk, J. Zegeer, C. Lyon, E. Ferguson, and R. Van Houten. (2017). NCHRP Report 841: Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments. Transportation Research Board, Washington, D.C.
- Federal Highway Administration. (2013). "Pedestrian Hybrid Beacon" in PEDSAFE: Pedestrian Safety Guide and Countermeasure Selection System. Available: http://www.pedbikesafe.org/PEDSAFE/countermeasures_detail.cfm?CM_NUM=53
- Bushell, M., Poole, B., Zegeer, C., & Rodriguez, D. (2013). Costs for Pedestrian and Bicyclist Infrastructure Improvements: A Resource for Researchers, Engineers, Planners, and the General Public. Pedestrian and Bicycle Information Center.

Source: FHWA Pedestrian Hybrid Beacon (PHB) Tech Sheet June 2018

APPENDIX B:

**Highland City Traffic Calming and
Pedestrian Safety Request Form**



Highland City Traffic Calming & Pedestrian Safety Request Form

Applicant Information

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____

Applicant Email: _____

Study Location Information

Street Name: _____

Beginning address or cross street: _____

Ending address or cross street: _____

Locations that have been evaluated less than 2 years ago are not viable for consideration **UNLESS** a recent crash has happened, or development has changed (new neighborhood, roadway lane configuration, change in speed limit).

Description of Issue

What is the concern at this location? When is the issue the worst (dates, times)? Is this a speed, pedestrian safety, or volume concern?

Supporting Signatures

Supporting signatures must be residents on the same street as the request for traffic calming. Only one signature is allowed per household.

	Name	Address	Signature	Phone Number
1				
2				
3				
4				
5				

Fee

The required application fee is \$25.

Please attach any relevant documents or photographs to this request form.

APPENDIX C:

**Highland City Traffic Calming and
Pedestrian Safety Prioritization
Form**

Highland City Traffic Calming Prioritization Form

Project information

Project Location: _____

Project Number: _____

Date of Evaluation: _____

Date of Data collection: _____

History

Locations that have been evaluated less than 2 years ago are not viable for consideration **UNLESS** a recent crash has happened, or development has changed (new neighborhood, roadway lane configuration, change in speed limit).

Date of Previous Evaluation (if applicable): _____

85th Percentile speed

Posted speed limit _____

Recorded 85th Percentile speed _____

85th percentile speed less than 5 mph over the speed limit?		0 points
85th percentile speed 5-10 mph over the speed limit?		5 points
85th percentile speed 11-15 mph over the speed limit?		10 points
85th percentile speed 16+ mph over the speed limit?		15 points

Points from 85th percentile speed: _____

Percent Drivers 10 mph over limit

Posted speed limit _____

Percent of drivers that are 10 mph over posted speed limit _____

Less than 10% drivers 10 mph over speed limit?		0 points
10%-15% drivers 10 mph over speed limit?		5 points
16%-20% drivers 10 mph over speed limit?		10 points
20% or more drivers 10 mph over speed limit?		15 points

Points from percent speeders: _____

If any of the above factors receive a score of 15 points individually, then traffic calming should be considered at this location.

Daily Traffic Volumes

Two directional daily vehicle volume _____

Less than 500 vehicles		0 points
Between 500 and 749 vehicles		5 points
Between 750 and 999 vehicles		10 points
Between 999 and 1,249 vehicles		15 points
Greater than 1,250 vehicles		20 points

Points from volume: _____

Stopping Sight Distance

85th Percentile speed: _____

Required stopping sight distance for 85th Percentile speed: _____

Available sight distance: _____

Adequate stopping sight distance?		0 points
Inadequate stopping sight distance?		15 points

Points from stopping sight distance: _____

Crash History (5-year Period)

Number of crashes: _____

Are there any speed related crashes?		15 points
Are there any severe (fatal/suspected serious injury) crashes?		30 points
Do any of the crashes involve ped/bike?		30 points

Points from crash history: _____

Roadway Context

Shared Roadway

If more than 1 of the following applies, choose the value with the most points.

Bus route		10 points
Bike lanes		15 points
Pedestrian crossing		15 points
Trail crossing		20 points
School crossing		25 points

Points from Shared Roadway: _____

Schools

If more than 1 of the following applies, choose the value with the most points.

School within ½ mile of study location		
Elementary		20 points
Middle School		15 points
High school		10 points

Points from Schools: _____

Pedestrian Generator

Pedestrian generator includes facilities with high pedestrian volumes (public park, library, splash pad, etc.)

Pedestrian generator within ¼ mile		15 points
------------------------------------	--	-----------

Points from Pedestrian Generator: _____

Previous Passive Measure (only evaluate if passive measures have already been installed)

Have passive measures already been installed at this location?		10 points
Public feedback from multiple sources suggesting more needs to be done?		5 points
Public feedback from multiple sources that want passive measures removed?		5 points
Number of crashes since passive measure was installed		
Are there any speed related crashes?		15 points
Are there any severe (fatal/suspected serious injury) crashes?		30 points
Do any of the crashes involve ped/bike?		30 points

Points from previous passive measure: _____

Active Transportation (bike, pedestrian, scooter, etc.) Volumes

(ONLY FOR PEDESTRIAN SAFETY STUDY)

Peak hour pedestrian crossing volume _____

Less than 5 pedestrian per hour		0 points
Between 5 and 10		10 points
Greater than 10		20 points
Greater than 20		40 points

Points from volume: _____

Total points _____

If the 85th Percentile speed or percentage drivers 10 mph over speed limit reaches 15 points independently, traffic calming should be considered at this location.

A minimum of **40** points is required to be added to the traffic calming queue.

If a project has scored more than **80** points, then active traffic calming measures may be considered before passive measures.

If a passive measure has already been installed, and the new score is the same or higher than the first study, then active measures should be considered at this location.