



HIGHLAND CITY COUNCIL AGENDA

TUESDAY, DECEMBER 5, 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 BOARD OF CANVASSERS - CANVASS OF 2023 MUNICIPAL ELECTION

6:05 PM REGULAR SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Council Member Scott L. Smith

Pledge of Allegiance: Council Member Ron Campbell

1. 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.

2. UNSCHEDULED PUBLIC APPEARANCES

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

3. PRESENTATIONS

a. Employee Years of Service *Erin Wells, City Administrator*

The City Council will hear a presentation showing Highland City employees and their years of service to the City.

4. 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*

Stephannie Cottle, City Recorder

City Council Meeting Minutes - September 19, 2023 and October 3, 2023.

b. ORDINANCE: 2024 Meeting Schedule *General City Management*

Stephannie Cottle, City Recorder

The City Council will consider approving the City Council Regular Meeting Schedule for 2024.

c. Library Long-Range Strategic Plan *General City Management*

Donna Cardon, Library Director

The City Council will consider approving the Library's 2023-2028 Long-Range Strategic Plan

5. ACTION ITEMS

Items in this section are to be acted upon by City Council.

- a. **RESOLUTION: Fee Schedule - Bonds for Lots on Private Roads Land Use (Legislative)**
Rob Patterson, City Attorney
The City Council will consider an amendment to the City's fee schedule to allow for a reduction in the bond amount required for a building permit for lots accessed by private roads.
- b. **ACTION: Mountain Ridge Park Phase II Authorization General City Management**
Erin Wells, City Administrator
The City Council will consider the construction of Mountain Ridge Park Phase II and authorizing the use of parks impact fee funds for the construction costs.
- c. **RESOLUTION: Timpanogos Special Service District Impact Fee Amendment General City Management**
Candice Linford, Treasurer
The City Council will consider the fee schedule amendment related specifically to Timpanogos Special Service District (TSSD) Impact Fees.
- d. **ACTION: Contract Approval: Culvert Lining Under 11800 North On Broadleaf Hollow General City Management**
Andy Spencer, City Engineer/Public Works Director
The City Council will consider the award of a contract to rehabilitate a culvert that crosses under 11800 North on the Broadleaf Hollow channel.
- e. **RESOLUTION: Recertification of the Justice Court General City Management**
Rob Patterson, City Attorney
The City Council will consider a resolution requesting re-certification of the Highland City Justice Court.

6. DISCUSSION ITEMS

Items in this section are for discussion and direction to staff only. The City Council will not take any formal action.

- a. **DISCUSSION: Timpanogos Special Service District Legislative Letter of Support General City Management**
Erin Wells, City Administrator
The City Council will provide direction on Timpanogos Special Service District's request for a letter of support for a legislative change they are seeking.

7. 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. **Text Amendment - Alcohol Sales** *Rob Patterson, City Attorney*
- b. **Development Code Changes** *Rob Patterson, City Attorney*
- c. **Volunteers for General Plan RFP Review Group** *Jay Baughman, Assistant City Administrator/Community Development Director*
- d. **Planning Commission Text Amendment Proposal - Accessory Dwelling Units** *Rob Patterson, City Attorney*
- e. **PO Zone Design Standards** *Rob Patterson, City Attorney*

- f. **Landscaping in Development Code** *Jay Baughman, Assistant City Administrator/Community Development Director*
- g. **Water Meter Sizing with Lot Combinations** *Andy Spencer, City Engineer/Public Works Director*

8. 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.

ADJOURNMENT

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

ELECTRONIC PARTICIPATION

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

CERTIFICATE OF POSTING

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

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

Posted and dated this agenda on the 30th day of November, 2023

Stephannie Cottle, City Recorder

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