



HIGHLAND CITY

HIGHLAND CITY COUNCIL AGENDA

TUESDAY, MAY 5, 2026

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@highlandut.gov

6:00 PM REGULAR SESSION

Call to Order: Mayor Brittney P. Bills

Invocation: Council Member Kim Rodela

Pledge of Allegiance: Council Member Scott L. Smith

Respect Statement: Mayor Brittney P. Bills

1. UNSCHEDULED PUBLIC APPEARANCES

Anyone may share information with the City Council. If your comments require a response, staff or an Elected Official will contact you. Please limit your comments to three minutes per person. Please state your name.

2. CONSENT ITEMS

Items on the consent agenda are of a routine nature. They are intended to be acted upon in one motion. Items on the consent agenda may be pulled for separate consideration.

- a. **Approval of Meeting Minutes General City Management**
Stephannie Cottle, City Recorder
April 14, 2026
- b. **Approval of Meeting Minutes General City Management**
Stephannie Cottle, City Recorder
April 21, 2026
- c. **Designating a City Budget Officer General City Management**
Erin Wells, City Administrator
The City Council will consider Mayor Bills appointment of City Administrator, Erin Wells, as the Budget Officer for Highland City.

3. ACTION ITEMS

Items in this section are to be acted upon individually by the City Council. A report will be given on these items.

- a. **RESOLUTION: Truth in Taxation - Budget Officer Intent to Make a Statement that Tentative Budget Includes Proposed Tax Rate Increase General City Management**
Jay Baughman, Assistant City Administrator/Community Development Director
The purpose of this action is to be transparent about the City's intent to increase property tax revenue and set a hearing date for the August Truth in Taxation hearing.

The following statements will be made during the meeting: The City is considering levying a tax rate for its dedicated library property tax that exceeds the dedicated tax's current certified tax rate, resulting in a property tax rate increase. The approximate dollar amount of the increase is \$171,600 and is intended to fund library operations. The approximate percentage increase in tax revenue is 53.18%. If the City proceeds with the proposed tax rate increase, the City will provide notice of and conduct a public hearing on August 11, 2026, at 6:00 PM at Highland City Hall, where members will have an opportunity to comment on the proposed tax rate increase.

b. RESOLUTION: Truth in Taxation - Budget Officer Statement that Tentative Budget Includes Proposed Tax Rate Increase and Intent to Adopt Tax Rate Higher than Certified Tax Rate *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

The purpose of this action is to be transparent about the City's intent to consider increasing the property tax rate and revenue dedicated for the Library and set a hearing date for the August Truth in Taxation hearing.

c. RESOLUTION: Truth in Taxation - Presentation of Property Tax Impact Schedule *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

The purpose of this resolution is to adopt a property tax impact schedule as required by Utah Code Section 59-2-924(8)(b).

d. PUBLIC HEARING/ORDINANCE: Highland City Fiscal Year 2026-2027 Tentative Budget *General City Management*

Erin Wells, City Administrator

The City Council will consider adoption of the Highland City Fiscal Year 2026-2027 Tentative Budget.

e. ACTION: Truth in Taxation - Acknowledgment of Statement of Property Tax Increase and Property Tax Impact Schedule *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

The purpose of this action is to be transparent about the City's intent to consider increasing the property tax revenue dedicated for the Library and set a hearing date for the August Truth in Taxation hearing.

f. PUBLIC HEARING/ORDINANCE: Setbacks for Covered Patios and Decks *Development Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will hold a public hearing to consider amending the Development Code to treat attached decks and covered patios as accessory structures in limited circumstances.

g. PUBLIC HEARING/ORDINANCE: Detached ADUs *Development Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will hold a public hearing to consider amendments to the Development Code to allow detached accessory dwelling units.

4. EXPEDITED ITEMS

Items in this section are to be acted upon individually by the City Council. These items have previously been discussed by the Council. No report will be given.

- a. **RESOLUTION: Cemetery Fee Increases** *General City Management*
Jay Baughman, Assistant City Administrator/Community Development Director
Stephannie Cottle, City Recorder
The City Council will consider raising cemetery plot fees as well as the fee for plot buybacks and plot transfers.
- b. **ACTION: 2026 Trails Maintenance Package** *General City Management*
Chris Trusty, City Engineer/Public Works Director
The City Council will consider a bid award for the trails maintenance package.
- c. **ACTION: Streets Impact Fee Facility Plan & Impact Fee Analysis Contract Award** *General City Management*
Chris Trusty, City Engineer/Public Works Director
The City Council will consider a bid award for an update of the City's Streets Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA).

5. COMMUNICATION ITEMS

Items in this section are for notification and update. No final action will be taken.

- a. **Council Appropriations Budget Reminder**
Erin Wells, City Administrator
- b. **E-bike Rules & State Law Change**
Doug Cortney, Council Member
Brian Gwilliam, Police Chief
- c. **Council Training & Compliance Requirements**
Rob Patterson, City Attorney/Planning & Zoning Administrator
- d. **Pressurized Irrigation Water & City Property Watering Update**
Chris Trusty, City Engineer/Public Works Director
- e. **Community Development Update (Current Projects)**
Jay Baughman, Assistant City Administrator/Community Development Director
Rob Patterson, City Attorney/Planning & Zoning Administrator

6. CLOSED MEETING

The City Council may recess to convene in a closed meeting 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.highlandut.gov).

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 1st day of May 2026.

Stephannie B. Cottle, CMC|UCC, City Recorder

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