



HIGHLAND CITY COUNCIL MINUTES

Tuesday, July 7, 2026

Approved August 4, 2026

Highland City Council Chambers, 5400 West Civic Center Drive, Highland Utah 84003

6:00 PM REGULAR SESSION

Call to Order: Mayor Brittney P. Bills

Invocation: Council Member Scott L. Smith

Pledge of Allegiance: Council Member Liz Rice

Respect Statement: Mayor Brittney P. Bills

The meeting was called to order by Mayor Brittney P. Bills as a regular session at 6:05 pm. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting. The prayer was offered by Council Member Scott L. Smith and those in attendance were led in the Pledge of Allegiance by Council Member Liz Rice. The Respect Statement was read by Mayor Brittney P. Bills.

PRESIDING: Mayor Brittney P. Bills

COUNCIL MEMBERS:

Ron Campbell	Present
Doug Cortney	Present
Liz Rice	Present
Kim Rodela	Present
Scott L. Smith	Present

CITY STAFF PRESENT: Assistant City Administrator/Community Development Director Jay Baughman, City Attorney/Planning & Zoning Administrator Rob Patterson, City Recorder Stephannie Cottle, Finance Director David Mortensen, City Engineer/Public Works Director Chris Trusty, Police Chief Brian Gwilliam, Fire Chief Brian Patten

OTHERS PRESENT: Jon Hart, Sarah Sandberg Pletsch, Taylor Cutler, Jeff Farr, Kal Farr, Wes Warren, Jesse & Lauren Myrick, Melissa Homan

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.

Sarah Sandberg Pletsch addressed the Council on behalf of the Highland City Run Club organizers. She read a letter signed by six organizing mothers describing the Run Club's nine-year history at Canterbury South Park, noting that children have collectively run nearly 90,000 miles and raised tens of thousands of dollars for humanitarian causes. She emphasized that the program is a free, informal neighborhood activity operating for

30 minutes each summer morning, averaging 80 runners per day. She noted that the program complies with the city's noise ordinance, has been observed firsthand by the City Manager, and relies on a park loop that is uniquely suitable for young children. She asked the Council to allow the Run Club to continue at its current location, arguing that a larger, more distant park would pose safety concerns for young participants traveling independently.

Taylor Cutler thanked the Council for installing a crosswalk at the Canal Boulevard and 6180 intersection, noting that the improved road narrowing had made crossing significantly safer.

Wes Warren read a letter describing an incident in which an elderly woman came to the city library after being scammed out of \$40,000. Library staff activated a silent alarm, and assisted police in responding. Mr. Warren used the story to urge the Council not to cut library hours or staffing, cautioning that even well-intentioned underfunding has practical consequences for vulnerable residents who depend on library services.

Melissa Homan addressed the Council regarding the city's contract with Flock Safety, expressing concern about what she characterized as a violation of Fourth Amendment rights through the use of automated surveillance technology. She raised objections about the company's investors and the potential for data misuse and urged the Council to reconsider the Flock Safety contract.

Mayor Bills then noted that Item 5A (Public Safety Report on Independence Day) and Item 5B (Property Sale Process and Notices) would be moved up on the agenda to accommodate the schedules of the Police and Fire Chiefs and to provide context prior to the orphan parcel discussions.

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
June 2, 2026
- b. **Approval of Meeting Minutes** *General City Management*
Stephannie Cottle, City Recorder
June 16, 2026
- c. **Ratification of Large Purchases** *General City Management*
David Mortensen, Finance Director
The City Council will consider ratifying large purchases made during June 2026.

Council Member Doug Cortney MOVED to approve the consent agenda, with printed amendment to the June 16, 2026 minutes.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

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. ORDINANCE: Fire and Wildland-Urban Interface (WUI) Code Update and WUI Map
Municipal Code Update (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider amending municipal code to reference the current the fire and wildland-urban codes and to adopt the state-approved wildland-urban interface map and designation of at-risk wildland-urban interface areas. Staff recommends adoption of the proposed ordinance and map.

City Attorney/Planning & Zoning Administrator Patterson presented an update to the city's Wildland-Urban Interface (WUI) code and map. He explained that state law now requires cities to adopt and enforce a WUI code to remain eligible for state funding and assistance with wildland fires. The city had previously adopted the 2006 Utah WUI code; the proposed ordinance updates the reference to the 2024 code, also updates the fire code reference from 2021 to 2024, and formally adopts the state-approved WUI map. Both the code and map changes are set to take effect January 1 to align with state law. Mr. Patterson presented a revised, clarified map showing only the areas designated at risk level 5 or higher by the state. Three primary areas in Highland fall within the map: the Beacon Hill/Twin Bridges area, a portion of Sky Estates near the clubhouse, and the eastern portion of the Viewpoint subdivision along the mountain. Mr. Patterson and Fire Chief Brian Patten both emphasized that the WUI code is not retroactive. Existing homes will not be required to make changes unless they undertake additions or new construction, and even then, only the portions being modified must be brought into compliance. The primary enforcement focus will be on defensible space—ensuring that vegetation and modified fuels (such as dry brush, dead wood, and densely placed flammable plantings) are managed to reduce fire spread. New construction within the WUI area will be required to install fire suppression sprinklers.

Council Member Smith asked about the potential effect on homeowners' insurance rates. Fire Chief Patten explained that the defensible space requirements were negotiated in part with insurance companies as a way to keep homes insurable rather than subject to cancellation, and that proactive compliance tends to improve insurability.

Council Member Rice noted that her own insurer had recently conducted a review of her property and suggested the removal of trees. She cautioned residents to read insurance communications carefully, particularly opt-out forms for wildfire coverage.

Council Member Smith asked for clarification on the process for residents seeking building permits within the WUI zone, which Mr. Patterson described as an educational process that would begin well before residents encounter the requirements at the permitting stage.

Council Member Liz Rice MOVED that City Council adopt the ordinance adopting the state fire code, state wildland-urban interface code, and wildland-urban interface map, distributed today.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

COMMUNICATION ITEM

a. Public Safety Report on Independence Day Holiday

Brian Gwilliam, Police Chief

Brian Patten, Fire Chief

Police Chief Brian Gwilliam reported that the city received only four calls related to fireworks over the holiday period, compared to ten to fifteen calls in prior years. Officers who observed residents preparing to light fireworks engaged them in conversation, and in most cases, residents voluntarily chose not to proceed. Chief Gwilliam credited community awareness of drought and fire conditions for the improved compliance.

Fire Chief Patten reported that he was stationed at the Highland Fire Station on the Fourth of July and was not called out once for any fire or fireworks-related incident, which he described as impressive given the dry conditions in the city. He noted that Highland and Alpine have significant open space and dry vegetation between homes. He confirmed that wildland seasonal personnel had recently returned from a two-week deployment on a Utah strike team and that the city's wildland firefighter Chris Wilden was still on the Iron Fire.

Council Member Smith asked about a fireworks-related building fire in Layton. Council Member Campbell noted that a Costa Vida restaurant in Layton sustained approximately \$1,000,000. Layton City did allow fireworks in that area, though the cause had not been formally confirmed at the time of the meeting.

Council Member Rice shared a written comment from a constituent who raised concerns about chemical contamination from fireworks—specifically the presence of ammonium perchlorate—in agricultural fields and water supplies.

Council Member Smith asked whether the Highland Fling celebration could still include a professional fireworks show. Fire Chief Patten confirmed that a professionally managed show is significantly safer and more controllable than residential fireworks.

COMMUNICATION ITEM

b. Property Sale Process and Notices

Rob Patterson, City Attorney/Planning & Zoning Administrator

City Attorney/Planning & Zoning Administrator Patterson informed the Council of a new state law requirement related to the disposal of public property. Even for orphan parcels—which are exempt from the most extensive notice requirements due to their prior designation—the city is now required to post a physical sign on each property indicating it is available for sale and that offers may be submitted to the city. He advised that following approval of the orphan parcel resolutions that evening, staff would post the required signs promptly, and that final sale contracts would be brought back to the Council for approval after the notice period. The surveys establishing exact legal descriptions and square footage would be the responsibility of each applicant and must be completed prior to final approval.

Council Member Smith raised the question of whether proceeds from orphan parcel sales should be directed, at least in part, toward the neighborhoods from which the parcels originate, as had been discussed in prior councils when an open space fund existed.

Assistant City Administrator/Community Development Director Baughman noted that City Administrator Wells had suggested using some proceeds to install fencing to better delineate city property boundaries in areas where

encroachment has been an issue. Council Member Smith supported revisiting the question of how proceeds are allocated.

ACTION ITEMS (Cont.)

- b. RESOLUTION: Declare Certain Property Adjacent to Jared Carman as an Orphan Parcel**
General City Management
Jay Baughman, Assistant City Administrator/Community Development Director
The City Council will consider declaring city-owned property adjacent to property owned by Jared Carman as an orphan parcel and directing staff to move forward with the sale of that property.

Assistant City Administrator/Community Development Director Baughman presented the first of three orphan parcel sale requests. The applicant, Jared Carman, resides in the Viewpoint subdivision and is requesting to purchase an approximately 1,300-square-foot parcel adjacent to his property. The parcel was previously held as a potential trail corridor, but staff determined that a path parallel to an existing sidewalk was unnecessary, and the city no longer has a use for the land. Estimated revenue to the city would be approximately \$7,500. Sale conditions include the applicant's responsibility to survey the parcel, cap and reroute any city irrigation sprinklers affected, and comply with all park strip ordinances. A 5-foot buffer from any trail corridor must also be maintained.

The applicant was not present. Council discussion was brief, with no significant concerns raised.

Council Member Liz Rice MOVED that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by Jared Carman as an orphan parcel and direct staff to move forward with the sale of that property to Jared Carman.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

- c. RESOLUTION: Declare Certain Property Adjacent to Craig Johanson as an Orphan Parcel**
General City Management
Jay Baughman, Assistant City Administrator/Community Development Director
The City Council will consider declaring city-owned property adjacent to property owned by Craig Johanson as an orphan parcel and directing staff to move forward with the sale of that property.

Assistant City Administrator/Community Development Director Baughman presented the second orphan parcel request. The applicant, Craig Johanson, resides adjacent to open space near Bull River in the Country French Estates area. He is requesting to purchase approximately 1,500 square feet behind his home, running parallel to his existing property line. Estimated revenue to the city would be approximately \$8,500, with an additional pressurized irrigation impact fee of approximately \$750. A 5-foot buffer from the existing trail corridor must be maintained, and the applicant would be required to either enter into a maintenance agreement for the gap property between his new property line and the trail or cease watering and maintaining that area.

The most significant discussion concerned a pre-existing 25-foot no-build zone on properties backing to the trail corridor in that neighborhood. The applicant is reportedly interested in constructing a pool, and Mr. Baughman noted that without clarity on whether the no-build line would move with the new property line or remain in its current location, the applicant may be uncertain about the feasibility of his plans. Council Member Smith provided historical context, noting that the no-build zone had been the subject of multiple heated public hearings in prior years, and that a neighboring property had already set a precedent by constructing a pool in the area.

Council Member Cortney expressed general skepticism about selling this particular parcel, noting that unlike some orphan parcels, this property is on a corner and he was not fully persuaded there was no future city use for it. The Council agreed that the no-build zone question need not be resolved that evening and that the default position—maintaining the line in its current location—would apply pending further discussion.

Council Member Kim Rodela MOVED that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by Craig Johanson as an orphan parcel and direct staff to move forward with the sale of that property to Craig Johanson and that the 25' no build zone be maintained at its current location, until further discussion.

Council Member Liz Rice SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>No</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 4:1

- d. RESOLUTION: Declare Certain Property Adjacent to Rick Louder as an Orphan Parcel**
General City Management
Jay Baughman, Assistant City Administrator/Community Development Director
The City Council will consider declaring city-owned property adjacent to property owned by Rick Louder as an orphan parcel and directing staff to move forward with the sale of that property.

Assistant City Administrator/Community Development Director Baughman presented the third orphan parcel request on behalf of applicant Rick Louder. The request involves two components: (1) a small triangular parcel of approximately 150 square feet that was originally intended as a trail corridor but is no longer viable as such due to a stream running through the property and the prior sale of adjacent corridor sections, and (2) two additional small areas where inadvertent encroachment occurred during the landscaping of Mr. Louder's property. Combined estimated revenue was approximately \$6,620, plus a pressurized irrigation impact fee of approximately \$765 for the triangle parcel.

Mr. Louder explained that flooding from the shallow creek had damaged his landscaping three times due to heavy snow years, and that his intent in purchasing the triangle is to build a small berm for flood mitigation. He acknowledged the inadvertent encroachments, which occurred in part because of the challenging topography of the site and the need to bring in approximately 95 dump truck loads of fill dirt.

Council Member Smith, who disclosed that Mr. Louder had been his neighbor for 25 years, noted that the institutional history of the property is complex. He expressed some surprise at a staff estimate that the

encroachment areas could total approximately 1,000 square feet, as the encroachments he had personally observed—rock reinforcement along the stream bank—appeared to be a matter of a few feet in width. Mr. Baughman acknowledged the estimate was rough and would be refined by survey.

The Council discussed the fairness of measuring encroachment to the base of the retaining rocks versus the top of the usable space. Council Member Campbell, who had visited the site, noted that Mr. Louder's rock work had likely stabilized the stream bank and benefited the city's property as well, and supported measuring encroachment at the usable space rather than the base of the rocks.

Council Member Cortney noted that while he had some philosophical discomfort with selling encroached city land at the standard rate, he did not believe the encroachment was intentional and would not oppose the sale.

The Council directed that the survey define usable versus unusable space, with the final sale price to reflect that distinction.

Council Member Scott L. Smith MOVED that the City Council approve the attached Resolution declaring the city-owned property with improvements on them adjacent to the property owned by Rick Louder as an orphan parcel and direct staff to move forward with the sale of that property to Rick Louder, with going forth with the survey and define what is usable and unusable property.

Council Member Liz Rice SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

Council Member Smith expressed appreciation for Mr. Louder, mentioning that he had been his neighbor for 25 years and had always tried to do the right thing.

- e. ORDINANCE: Elected Officer Compensation Code Municipal Code Update (Legislative)**
Rob Patterson, City Attorney/Planning & Zoning Administrator
The City Council will consider an ordinance proposed by Councilmembers Cortney and Rice regarding notice and hearing requirements related to potential increases in elected officer compensation.

City Attorney/Planning & Zoning Administrator Patterson presented a proposed ordinance brought forward by Council Members Cortney and Rice. The ordinance would establish formal notice and public hearing requirements for any changes to elected officer compensation, mirroring the existing state law requirements that already apply to executive officer (staff) compensation changes. The ordinance would require a public hearing prior to final budget adoption that includes elected officer compensation changes, with specific notice language identifying the hearing's purpose.

Council Member Cortney explained that the intent was to standardize the process: state law already requires a separate public hearing with specific notice for any increase in executive officer compensation, yet no comparable requirements exist for elected officer compensation. He and Council Member Rice expressed a desire for greater transparency when the Council considers its own pay. There was discussion about appropriate public notification

for all wage increases in the City, such as a citywide mailer and a social media notification requirement, in an effort to increase transparency regarding the matter.

Council Member Rodela opposed the ordinance, arguing that existing state law and public meeting requirements are sufficient and that creating a separate procedural layer for one specific topic sets an undesirable precedent. Council Member Campbell concurred with the staff preference to avoid additional notice requirements beyond state law.

Council Member Kim Rodela MOVED that City Council reject the proposed ordinance regarding elected officer compensation.

Council Member Ron Campbell SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>No</i>
<i>Council Member Liz Rice</i>	<i>No</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>

The motion failed 3:2

Council Member Doug Cortney MOVED to adopt the ordinance for elected officer compensation with option 2.

The Council briefly discussed the public noticing requirements included in ordinance option two, which includes specific language in the notice stating “proposed elective official compensation increase.”

Council Member Liz Rice SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>No</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>No</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 3:2

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. PUBLIC HEARING/ORDINANCE: Approval of Business Use: Private Dog Park Land Use (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider a request from Kal Farr to allow private dog recreation and training as an allowed use within the R-1-40 zone, subject to certain conditions regarding preventing nuisances and impacts to adjacent properties. This is a continued item to allow for a public hearing. No comments have been received yet, and the Council is able to approve the use after holding a hearing if desired.

City Attorney/Planning & Zoning Administrator Patterson briefly presented the continued item, noting that this hearing had been re-noticed as a proper public hearing. The proposed ordinance would create a new permitted business use for private dog training and recreation in the R-1-40 zone, subject to conditions including: a required business license, compliance with the animal and dog code, a fully fenced and maintained property, hours of operation limited to 8:00 a.m. to 6:00 p.m. Monday through Saturday, a dog limit consistent with the number of small animals allowed on the lot, and no overnight boarding.

Mayor Brittney P. Bills opened the public hearing at 8:03 pm.

There were no public comments.

Mayor Brittney P. Bills closed the public hearing at 8:03 pm.

Council Member Kim Rodela MOVED that City Council adopt the proposed ordinance creating a new business use for private dog training and recreation in the R-1-40 zone.

Council Member Liz Rice SECONDED the motion.

Council Member Doug Cortney MOVED to AMEND the motion to add 18h with the text "all parking related to this use must be provided on site and there will be no more than 20 vehicular trips per day generated or associated with this use".

Council Member Liz Rice SECONDED the AMENDED motion.

Council Member Cortney stated his amended motion would add a condition requiring that all parking related to the use be provided on-site and that no more than 20 vehicular trips per day be generated or associated with the use. He explained that while the condition would not affect the current applicant's proposed operation, it was prudent to establish such limits given that the ordinance would apply citywide across all R-1-40 properties.

Council Member Smith inquired about the proposed amendment regarding the limit on vehicular trips, asking how these trips would be defined and monitored. Council Member Rodela expressed skepticism about the enforceability of the 20-trip limit, questioning the practicality of counting trips. Mr. Patterson explained that, similar to how home occupations are managed, the city would primarily rely on complaints to initiate monitoring. If a complaint is received, the city would then send someone to count trips as necessary to determine compliance.

The vote on amended motion was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

The vote on the original motion, as amended, was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>

<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

b. ACTION: 10100 North Improvements Reimbursement Agreement *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider a reimbursement agreement between Ivory Homes and Highland for roadway improvements along 10100 North near Lone Peak High School.

City Engineer/Public Works Director Chris Trusty presented a reimbursement agreement between Highland City and Ivory Homes for improvements to 10100 North, adjacent to Lone Peak High School, as the Ridgeview subdivision nears final phase completion. The city has approximately \$273,000 in remaining fund balance from Utah County road improvement funds received for the 10400 project. The proposed city reimbursement to Ivory Homes is up to \$145,673.30, including a 10% contingency, with the actual cost likely to come in closer to \$100,000 based on recently refined contractor estimates. Ivory Homes will install curb and gutter on the south side and reshape the asphalt roadway to achieve proper drainage. The city's share represents approximately 40% of total improvement costs. Approximately \$130,000 would remain in the city for future road projects.

Council Member Smith asked whether savings from this project might be coordinated with improvements to the road entering Highland Glen, and Mr. Trusty indicated it would be more appropriate to bid that work separately. Council Member Rice expressed mild concern about the precedent of reimbursing a developer for road improvements, though she acknowledged the legitimacy of the specific arrangement.

Council Member Scott L. Smith MOVED that the Highland City Council approve the reimbursement agreement between Ivory Homes and Highland City for the city's portion of improvements to be made on 10100 North in an amount up to \$145,673.30.

Council Member Ron Campbell SECONDED the motion.

Council Member Cortney asked for clarification regarding the remaining \$145,673.30. He confirmed with City Engineer/Public Works Director Chris Trusty that any unused portion of the reimbursement amount will revert to the city's fund and not be spent on anything beyond the 10100 North improvement project. Mr. Trusty confirmed that once the project is completed and final costs are determined, any leftover funds will remain with the city's budget and could be allocated for future projects.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

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

Jay Baughman, Assistant City Administrator/Community Development Director

Utah Code 59-2-924 requires that at any meeting where there is a public hearing about the City's budget, the Property Tax Impact Schedule must be presented. In addition, staff is seeking to have Council adopt an updated Impact Schedule that has changed with new average commercial property

valuation from Utah County.

Assistant City Administrator/Community Development Director Baughman presented a revised Property Tax Impact Schedule incorporating updated figures from Utah County, including a revised estimated property tax revenue of \$172,488, an updated residential property valuation of \$1,036,000, and a revised commercial property valuation of \$2,177,845. Council Member Cortney also noted that the certified tax rate had been updated from 0.000097 to 0.000095, reflecting the effect of increased property values.

Council Member Ron Campbell MOVED that the Highland City Council adopt the resolution approving the revised Property Tax Impact Schedule.

Council Member Kim Rodela SECONDED the motion.

Council Member Cortney then inquired if this version of the Property Tax Impact Schedule would be included with the property tax notices and if it would automatically be sent out without needing further specification. Mr. Baughman answered yes.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>No</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 4:1

5. COMMUNICATION ITEMS

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

c. Trail Plans in Canterbury & Foxwood Subdivision

Ron Campbell, Council Member

Liz Rice, Council Member

Council Member Campbell raised the issue of a fence installed by developer Millhaven along a trail corridor in the Canterbury/Foxwood area without a fence permit. The fence is 100% opaque, whereas city code requires fences along trail corridors to be 60% open. He reported that the cost to modify the fence—either by removing and replacing the solid upper panels or by cutting the existing fence and adding a 40% open section to the top—would not be substantial, and that both options would preserve the reusable lower fence materials.

Council Member Rice, who had visited the site independently, expressed the view that the fence is attractive, is not adjacent to an active trail, and that the trail corridor in question leads nowhere and is unlikely to ever be developed as a public trail. She indicated she did not favor requiring the current or future property owner to modify it.

Council Member Campbell acknowledged that accountability is important but clarified that under the city attorney's interpretation, the obligation would fall on the new property owner rather than the developer who installed the non-compliant fence, since the developer has already sold the property. He stated that if the city cannot hold the developer accountable, he would not support requiring the homeowner to bear the cost.

Council Member Rodela noted interest in preserving the potential for a future informal trail connection (similar

to Brandon's Trail) through that area and indicated her preference for that option to remain open even if the fence is not immediately modified.

Council Member Smith acknowledged that he could see arguments for both allowing the fence to remain as is and for requiring modifications. He noted the issue is complex due to the unenforced code requirement for fences on trail corridors to be 60% open, the reality that the trail corridor itself is unlikely to become an actual trail anytime soon, and the potential concerns of residents with homes backing to the newly installed privacy fence.

Council Member Cortney expressed strong concern about the broader precedent of allowing developers to ignore code requirements simply by completing the work and selling the property before enforcement action is taken. However, he acknowledged that once confirmed the developer was no longer the property owner, there was little practical recourse, and stated he could accept leaving the fence in place given that reality.

Council Member Rice indicated that despite the developer having installed the fence without a permit, the responsibility now falls on the homeowner since the land has already been sold. She expressed that she does not favor requiring the current or any future property owner to modify the fencing, acknowledging that it would be unjust to hold them accountable for a developer's oversight. Given these circumstances, Council Member Rice suggested leaving the fence as is.

The Council provided informal direction that staff should not pursue enforcement against the current or future property owner for the non-compliant fence, and that the trail corridor should remain designated to preserve future trail options. No formal motion was taken.

d. Run Club - Canterbury Circle Park Usage

Scott Smith, Council Member

Council Member Smith requested a brief discussion to provide context for newer Council members regarding the history of the Highland City Run Club at Canterbury Circle Park. He noted that the Run Club has been the subject of Council discussions in prior years due to neighborhood complaints, and that the Council had at one point encouraged the organizers to consider relocating to Highland Family Park when it opened. He asked for clarification on why that transition had not occurred.

Council Members acknowledged that while the city could encourage the Run Club to relocate, it has no authority to require it, as the Run Club's activities do not violate any code or ordinance. The Run Club's representative had provided specific reasons why the smaller, neighborhood park is uniquely suited for young children, including the short, fully visible loop and walkable proximity.

A majority of Council Members expressed support for the Run Club continuing at its current location. Council Member Rice noted that during site visits she observed the group to be well within noise ordinance limits, that participants park at a nearby church, and that organizers even collect trash left by others. The Council expressed general consensus that the matter is resolved and that no further action is needed.

e. Meeder Investment Update

David Mortensen, Finance Director

Finance Director Mortensen presented an update on the city's \$15,000,000 investment placed with Meeder Investments in September 2025. Over the past nine months, the Meeder portfolio has yielded an average of approximately 3.33%, while the same funds would have yielded approximately 4% had they remained in the State Treasurer's Public Treasurer's Investment Fund (PTIF). As a result, the Meeder investment has underperformed the PTIF by approximately 0.5% during this period, generating roughly \$316,000 in interest compared to an estimated \$395,000 from the approximately \$13,000,000 remaining in PTIF.

Mr. Mortensen explained that the ladder structure of the Meeder portfolio—with short-, medium-, and long-term instruments—was intended to lock in rates before anticipated Fed rate cuts, and that the strategy is intended to provide stability and predictability over the long term. He noted that as PTIF rates trend downward with the broader rate environment, the Meeder portfolio's locked-in rates are expected to outperform. Current inflation data (approximately 4.2% year-over-year) has caused the Fed to hold rates higher than anticipated, which has kept PTIF yields elevated longer than projected.

Council Member Cortney expressed continued confidence in the strategy for its stability and forecast-ability. Council Member Campbell stated he was not yet convinced the decision was the right one and urged close monitoring. Council Member Rice expressed discomfort with the current gap in returns. Council Member Rodela noted that investment performance should be viewed over the long term, not the short term. The Council directed staff to continue providing regular updates.

f. Annual Resident Survey Topics

Jay Baughman, Assistant City Administrator/Community Development Director

Assistant City Administrator/Community Development Director Baughman noted that the annual resident survey is upcoming and that the Council would be receiving an email with last year's survey and an opportunity to suggest topics. The Council was directed to send comments or suggestions to Mr. Baughman.

g. Community Development Update (Current Projects)

Rob Patterson, City Attorney/Planning & Zoning Administrator

City Attorney/Planning & Zoning Administrator Patterson reported that a preliminary plat for a six-lot subdivision was approved by the Planning Commission the prior week for an applicant who had previously sought a code amendment regarding rounding in the R-1-40 zone. The applicant is working toward final plat.

Regarding Highland Mains, Mr. Patterson noted that four businesses—a gelato shop, Pilates, a wellness studio, and a fourth tenant—are in the final stages of tenant improvements. The developer has also received a building permit for an office building on the northeast corner. The development is currently at approximately 40% occupancy, and additional inquiries have been received including a boutique furniture store and a Heber City café operator. Council Member Campbell asked whether the developer is working on a required fence to obtain occupancy permits, and Mr. Patterson confirmed that is in progress.

The meeting recessed at 9:03 p.m.

The meeting reconvened at 9:12 p.m.

6. WORK SESSION

a. PI Rates

City Engineer/Public Works Director Trusty and Project Engineer Timothy presented an update on proposed pressurized irrigation (PI) rate structures to accompany the city's newly installed metering system. The presentation reviewed three rate structure options, all designed to generate revenue approximately equal to the city's current collections—not to increase the fund balance—while complying with state conservation incentive requirements and encouraging residents to use water within their allocated allotments.

All three options incorporate a tiered usage structure. Tiers 1 and 2 would actually decrease the per-unit cost for residents using less than their allocation, incentivizing conservation. Tiers 3 through 6 escalate with a punitive jump

between Tiers 5 and 6 for significant over-users.

Option 1 includes a flat \$15/month base rate plus a square footage cost and tiered usage charges. Options 2 and 3 drop the flat base rate entirely and instead weigh more of the revenue toward square footage (with Option 3 placing 67% of revenue in the base/square footage component and 33% in tiered usage). Mr. Trusty noted that the current fund balance is healthy—partly due to ARPA grant funding that offset metering costs—but that the balance is projected to reach critically low levels by approximately 2034 without rate adjustments.

The Council reviewed real-world billing examples using anonymized lots belonging to Council Members in various parts of the city. Under Option 1, a quarter-acre lot using 100% of its allocation would pay approximately \$40/month during peak summer months.

Mr. Tavis Timothy reported that approximately 40% of users are currently using more than their allocation, with 15% using more than 1.5 times their allotment. However, year-to-date 2026 usage is approximately 20% lower than in 2025, suggesting that metering awareness and education efforts are having an effect.

Council Member Rice asked whether bills could be modified to show residents what their charges would be under the new rate structure so they can see a real-world projection before rates are formally adopted. Mr. Trusty indicated staff would explore whether that display could be added to bills or the online portal, and that a calculator on the city website was also being considered.

Staff indicated the intent is to return to the Council in the fall for formal rate adoption, with rates potentially taking effect January 1 to align with the start of an irrigation cycle. The Council would continue monitoring 2026 usage data in the interim.

The Council expressed consensus direction to proceed with developing Option 1 for public presentation and feedback. Staff will also reach out to the city's higher-volume users—including some HOAs and commercial properties using well over their allotments—with door hangers or direct contact ahead of any rate adoption.

7. 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.

At 9:51 pm Council Member Liz Rice MOVED that the City Council recess the regular meeting to convene in a closed meeting in the Executive Conference Room to discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

Council Member Ron Campbell MOVED to adjourn the CLOSED MEETING and Council Member Doug

Cortney SECONDED the motion. All voted in favor and the motion passed unanimously.

The CLOSED MEETING adjourned at 10:37 pm.

ADJOURNMENT

Council Member Doug Cortney MOVED to adjourn the regular meeting and Council Member Ron Campbell SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 10:38 pm.

I, Stephannie B. Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on July 7, 2026. This document constitutes the official minutes for the Highland City Council Meeting.

A handwritten signature in blue ink, appearing to read 'Stephannie B. Cottle', with a stylized flourish at the end.

Stephannie B. Cottle, CMC, UCC
City Recorder

Welcome to the Highland City Council Meeting

July 7, 2026

Please Sign the Attendance Sheet

Scan for Agenda





6:00 PM REGULAR SESSION

Call to Order – Mayor Brittney P. Bills

Invocation – Council Member Scott L. Smith

Pledge of Allegiance – Council Member Liz Rice

Respect Statement – Mayor Brittney P. Bills



UNSCHEDULED PUBLIC APPEARANCES

**HIGHLAND CITY IS COMMITTED TO CIVILITY AND RESPECT.
ALL ARE ASKED TO ACT AND SPEAK ACCORDINGLY.**

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.

CONSENT ITEMS

2a. Approval of Meeting Minutes: June 2, 2026

General City Management

2b. Approval of Meeting Minutes: June 16, 2026

General City Management

2c. Ratification of Large Purchases

General City Management

Motion to Approve

I move that the City Council approve the consent agenda.



FIRE AND WILDLAND-URBAN INTERFACE (WUI) CODE UPDATE AND WUI MAP

Municipal Code Update (Legislative)

Item 3a – Ordinance

Presented by – Rob Patterson, City Attorney/Planning & Zoning Administrator

Background

- 2025 – State passed HB 48 mandating compliance with and enforcement of WUI code to qualify for state funding and created new wildland assessment fees
- 2025 – City adopted WUI code (2006), but did not adopt a map because state law was in flux
- 2026 – State passed HB 41 and 45 to update WUI code to 2024 code, limit WUI areas to certain state-designated risk areas (categories 5-8), delay wildland assessment fee, and update fire code to 2024

Proposed Ordinance

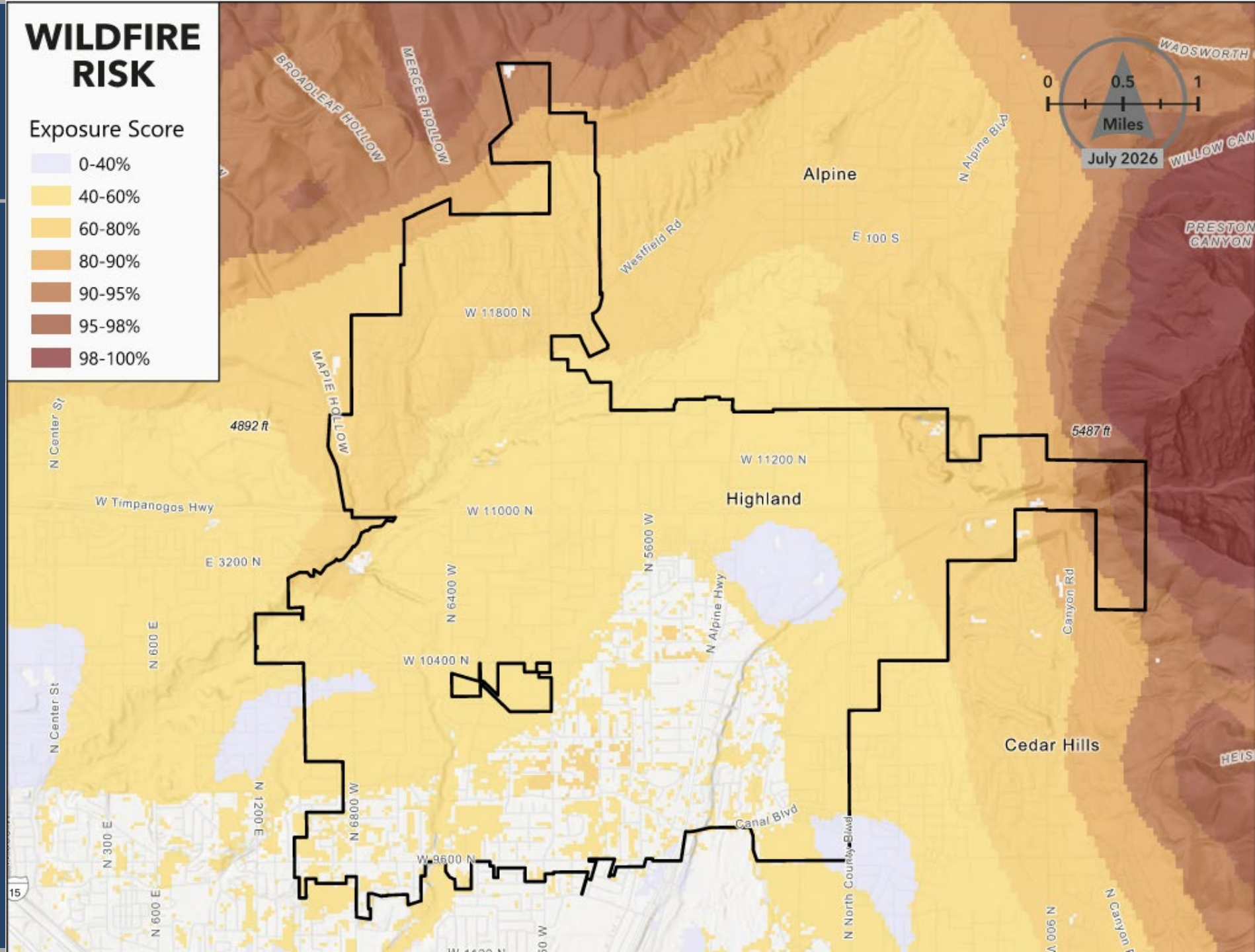
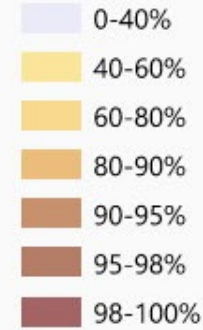
- Updates the fire code appendices from 2021 fire code to the 2024 fire code, effective immediately
- Updates municipal code regarding WUI to adopt the 2024 code and its specifications regarding the WUI map, effective January 1 per HB 41
 - Ensures City remains eligible for state funding and assistance
- Adopts WUI map corresponding with the requirements of the 2024 WUI code and HB 41, effective immediately

WUI Map

80%+ areas

WILDFIRE RISK

Exposure Score



WILDFIRE RISK

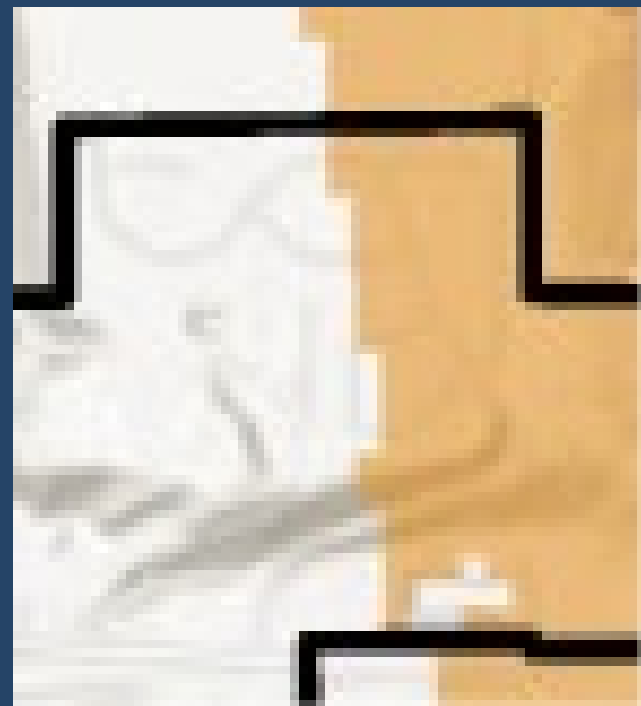
Exposure Level

- Level 5
- Level 6
- Level 7
- Level 8

Map of Cedar Hills showing wildfire risk exposure levels for July 2026. The map includes a legend for exposure levels (Level 5 to Level 8) and a scale bar (0 to 1 mile). The city boundary is outlined in black. Key roads and landmarks are labeled, including N Center St, W Timpanogos Hwy, E 3200 N, N 600 E, N 1200 E, W 0000 N, W 0600 N, W 10400 N, N 6400 W, N 5600 W, N Alpine Hwy, Canal Blvd, N North County Blvd, Canyon Rd, Westfield Rd, and N Alpine Blvd. Topographic features include Broadleaf Hollow, Mercer Hollow, Maple Hollow, and Preston Canyon. The map also shows the city of Alpine and the area of Highland. The date July 2026 is noted.

WUI Areas

- Beacon Hill/Twin Bridges
- Skye Estates
- View Pointe (east)



WUI Education & Enforcement

- 2024 WUI code generally does not require retroactive compliance
 - New structures must meet WUI standards
 - New additions/remodels must meet WUI standards, but do not mandate rest of home be updated, unless addition/remodel causes home to become less safe
 - Defensible space requirements will apply
 - Does not require removal of all vegetation – spacing and limits
- Begin with education, help, and voluntary changes

Motion to Approve

I move that City Council adopt the ordinance adopting the state fire code, state wildland-urban interface code, and wildland-urban interface map distributed today.



DECLARE CERTAIN PROPERTY ADJACENT TO JARED CARMAN AS AN ORPHAN PARCEL

General City Management

Item 3b – Resolution

Presented by – Jay Baughman, Assistant City Administrator/Community
Development Director

Purchase Request Overview



Purchase Request Overview

- The original application was for a Maintenance Agreement
- Staff reviewed the parcel and found it suitable for sale. The applicant is interested in a sale, so the application has been converted to a sale proposal.
- The property is appx. 1,300 square feet. The estimated cost for purchase (revenue to the City) would be approximately \$7,500

Review of Sale Conditions

- **Associated Costs:** Responsible for surveying, closing costs, and capping/rerouting city sprinklers.
- **Ordinance Compliance:** Must adhere to all city ordinances, including park strip planting requirements and maintaining a clear sight triangle for vehicles.
- **Maintenance:** Upon sale, the applicant automatically becomes responsible for maintaining and improving the western park strip according to City standards.

Motion to Approve

I move that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by Jared Carman as an orphan parcel and direct staff to move forward with the sale of that property to Jared Carman.



DECLARE CERTAIN PROPERTY ADJACENT TO CRAIG JOHANSON AS AN ORPHAN PARCEL

General City Management

Item 3c – Resolution

Presented by – Jay Baughman, Assistant City Administrator/Community
Development Director

Purchase Request Overview



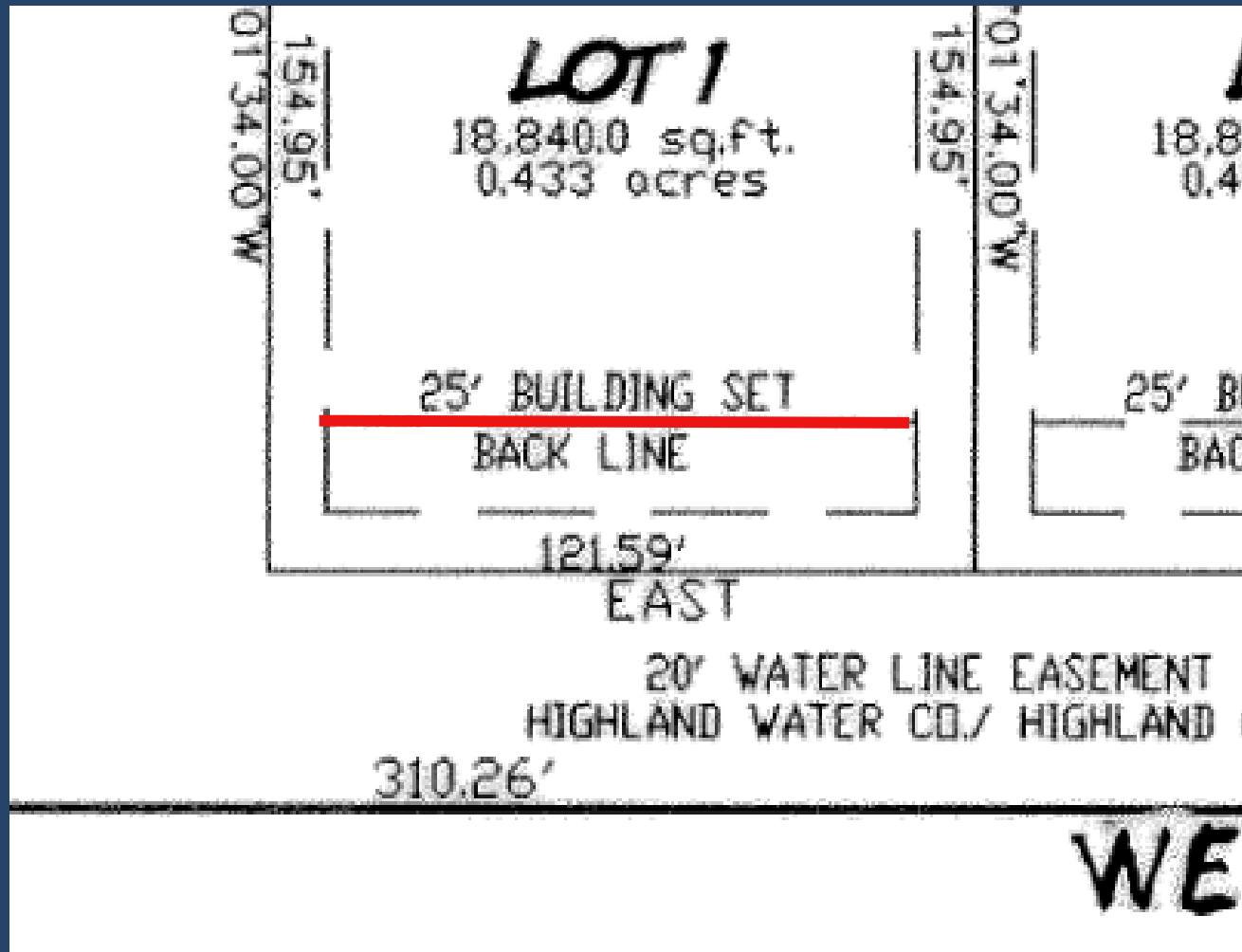
Purchase Request Overview

- The property is appx. 1,500 square feet. The estimated cost for purchase (revenue to the City) would be approximately \$8,500

Staff Review and Stipulations

- A minimum of 20' of City-owned property is maintained. This is possible by keeping a buffer of 5' north of the trail is maintained as City property.
- The applicant pays the pressurized irrigation impact fees relative to the additional property. ~\$750
- The applicant either (1) apply for and obtain a maintenance agreement for the property between the property he intends to purchase and the trail OR (2) stop watering and maintaining the gap property.

Council Clarification



This no-build line is recorded on the plat for the subdivision and was required by the Council at the request of the Bull River subdivision to the south.

Council Clarification

Staff requests clarification from the Council on whether the no-build line should be maintained at:

1. the current measurement or
2. whether the line be shifted to be 25' back of what would be Mr. Johanson's new property line.

Motion to Approve

I move that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by Craig Johanson as an orphan parcel and direct staff to move forward with the sale of that property to Craig Johanson and that the 25' no build zone be [maintained at its current location OR shifted forward to be 25' back from the new property line].



DECLARE CERTAIN PROPERTY ADJACENT TO RICK LOUDER AS AN ORPHAN PARCEL

General City Management

Item 3d – Resolution

Presented by – Jay Baughman, Assistant City Administrator/Community
Development Director

Purchase Request Overview



Purchase Request Overview

- The requested property is appx. 150 square feet. The estimated cost for purchase (revenue to the City) would be approximately \$900.
- The additional property is to be determined by survey, but is estimated at around 1,000 square feet. The estimated cost for purchase (revenue to the City) would be approximately \$5,720

Staff Review and Stipulations

- A survey to determine the actual extent of encroachment, to be paid for by the applicant.
- Encroached areas are to be purchased by the applicant.
- The applicant pays the pressurized irrigation impact fees relative to the additional property. ~\$76.50

Motion to Approve All Encroached Areas

I move that the City Council approve the attached Resolution declaring the city-owned property with improvements on them adjacent to the property owned by Rick Louder as an orphan parcel and direct staff to move forward with the sale of that property to Rick Louder.

Motion to Approve Original Request

I move that the City Council approve the attached Resolution declaring the city-owned property adjacent to and originally proposed by Rick Louder as an orphan parcel and direct staff to move forward with the sale of that property to Rick Louder, subject to Mr. Louder removing the improvements on the other city-owned property.

Motion to Deny

I move that the City Council deny Rick Louder's application for the sale of open space.



ELECTED OFFICER COMPENSATION CODE

Municipal Code Update (Legislative)

Item 3e – Ordinance

Presented by – Rob Patterson, City Attorney/Planning & Zoning Administrator
Councilmembers Doug Cortney & Liz Rice

Elected Officer Compensation

- Utah Code 10-3-818 – elected officers receive compensation set by ordinance after public hearing
- Proposed ordinance adds additional procedures
 - Clarifies definition of “compensation”
 - Requires hearing prior to final or amended budget
 - Requires specific notice of hearing (7-day)
- Option 1 – refer to state law for hearing notice
- Option 2 – reiterates/restates state law

Elected Officer Compensation

- Other options for notice prior to adjusting elected officer compensation
 - Require social media notice
 - Require citywide mailer

Staff Review

- No concern with proposed ordinance
- Option 2 (restating state law) seems clearer for staff in case of changes to state law
- Generally, staff prefers not to add special notice requirements beyond state law, but will provide whatever notice the council directs
- Citywide mailer - ~\$3,000

Motion to Approve

I move that City Council [ADOPT | CONTINUE | REJECT] the proposed ordinance [OPTION 1 or 2] regarding elected officer compensation.



APPROVAL OF BUSINESS USE: PRIVATE DOG PARK

Land Use (Legislative)

Item 4a – Expedited/Public Hearing

Presented by – Rob Patterson, City Attorney/Planning & Zoning Administrator

Background

- Item continued from June 16 to hold hearing
- Proposal is to allow new business use in R-1-40 for private dog training and recreation
 - Business license
 - Animal/dog code applies (language clarified) including noise
 - Fenced
 - Maintained, irrigated, & cleaned to not be nuisance
 - Hours of operation 8 am – 6 pm Mon-Sat
 - Dogs limited to number of small animals (24 for 1 acre)
 - No boarding or overnight keeping of dogs

Background

- Currently no proposed parking/traffic conditions
- Proposal to add, “All parking related to this use must be provided on-site, and there shall be no more than 20 vehicular trips per day generated or associated with this use”
- Would not restrict applicant’s proposed business
- Staff has no concerns with adding condition
- Public hearing – notice published with no comment

Motion to Approve

I move that City Council [ADOPT | REJECT] the proposed ordinance creating a new business use for private dog training and recreation in the R-1-40 zone.

[Council may specify changes to the proposed ordinance if desired. Council should specify any reasons for denial]



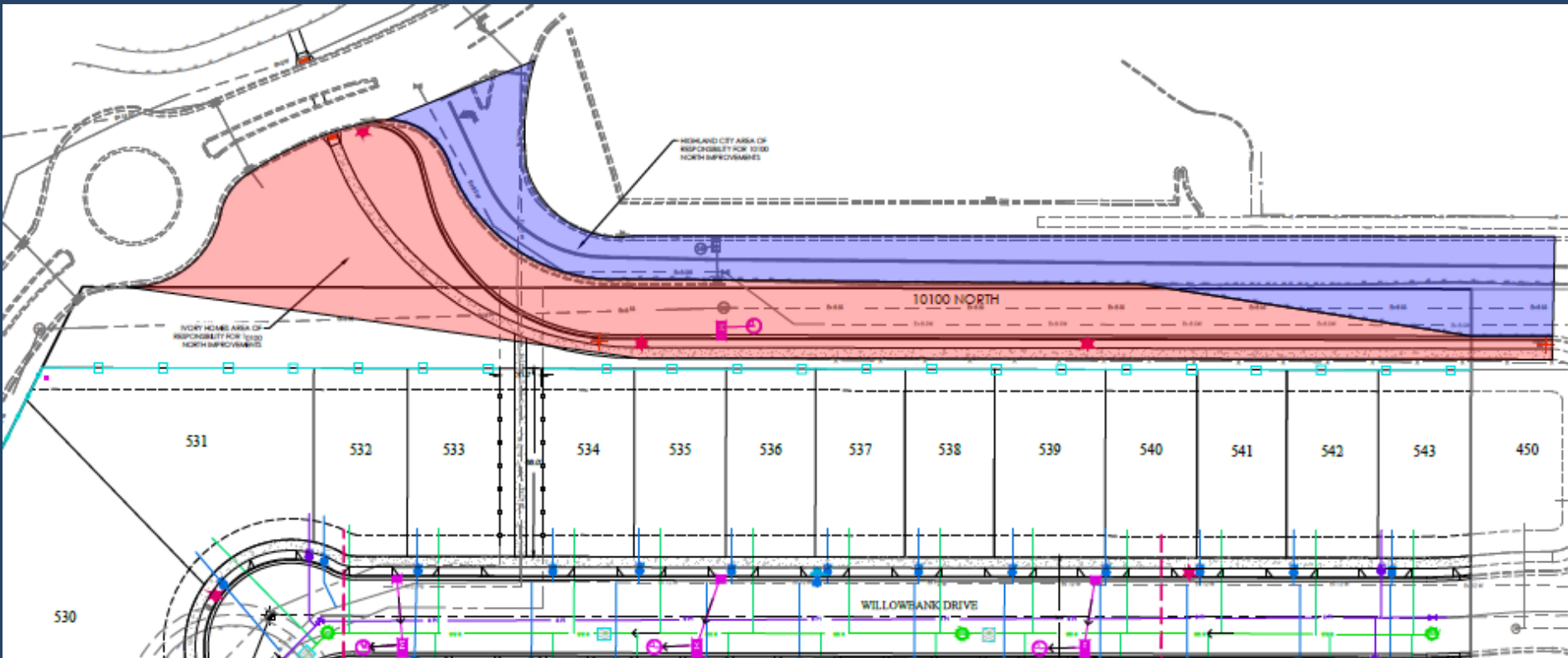
10100 NORTH IMPROVEMENTS REIMBURSEMENT AGREEMENT

General City Management

Item 4b – Expedited

Presented by – Chris Trusty, City Engineer/Public Works Director

10100 North Improvements



Remaining
Funds from
Utah County:
\$273,886.95

City Costs:
\$145,673.30

Balance at
completion:
\$128,213.65

Motion to Approve

I move that the city council approve the reimbursement agreement between Ivory Homes and Highland City for the city's portion of improvements to be made on 10100 North in an amount up to \$145,673.30



TRUTH IN TAXATION – PROPERTY TAX IMPACT SCHEDULE

General City Management

Item 4c – Expedited/Resolution

Presented by – Jay Baughman, Assistant City Administrator/Community
Development Director

Update Overview

Updates to the Property Tax Impact Schedule:

- Updated estimated revenue to \$172,488. Any numbers where the sum contains that number were also updated.
- The County rounded the residential property valuation to \$1,036,000 from \$1,036,469.
- The Utah County Auditor's new valuation for commercial business property went to \$2,177,845 (up from \$1,783,000).

Proposed Property Tax Impact Schedule

Highland City will consider an increase to its Library property tax rate from .000095 to .000145 (estimated) to generate an additional \$172,488. The following information is intended to provide decision makers and the public with an explanation of how the City’s operations would be affected if the proposed property tax increase is adopted.

Highland City’s Current Library Property Tax Rate	0.000095
Highland City’s Current Property Tax Revenue	\$329,112
Proposed Revenue with Tax Change	\$501,600
New Property Tax Revenue to Highland City	\$172,488

Estimated Increase to Highland Library’s Property Tax Revenue 52%

Estimated Increase to a primary residence of \$1,036,000	\$28.49 (a 52% increase)
Estimated Increase to a business valued at \$2,177,845	\$108.91 (a 52% increase)

<u>Affected</u>	<u>Proposed</u>	<u>Budget without Tax</u>	<u>Budget</u>
<u>Department</u>	<u>Budget</u>	<u>Change</u>	<u>Change</u>
Library	\$602,079	\$429,591	\$172,488

Impact of Tax Increase - The Library intends to convert a part-time employee to a full-time position. The Library also plans to hire two part-time positions. These staffing changes will help the Library to manage workload in the department.

The Library also intends to use \$10,000 of this new funding to pay for the Libby audio/e-book service for which state funding was removed in the prior fiscal year.

Finally, the Library intends to use this new funding to continue the Senior Citizen programming activities that have previously been grant funded.

Total Library Fund Change: **\$172,488**

Motion to Approve

I move that the Highland City Council adopt the resolution approving the revised Property Tax Impact Schedule.



PUBLIC SAFETY REPORT ON INDEPENDENCE DAY HOLIDAY

Item 5a – Communication

Presented by – Brian Gwilliam, Police Chief
Brian Patten, Fire Chief



PROPERTY SALE PROCESS AND NOTICES

Item 5b – Communication

Presented by – Rob Patterson, City Attorney/Planning & Zoning Administrator



TRAIL PLANS IN CANTERBURY & FOXWOOD SUBDIVISION

Item 5c – Communication

Presented by – Ron Campbell, Council Member

Liz Rice, Council Member

Background



A side view of the end of the existing trail corridor as it interfaces with the drop off into the ravine which had been a natural outfall to Dry Creek.

Background

At the bottom of the ravine, you can see deadfall, branches and other materials.



Background



A gravity
sewer line was
installed
several years
ago, spanning
the ravine.

Background



Looking at the ravine area, you can see several trees that are already dead or dying and will eventually need to be removed. With the Lehi Ditch being piped, and without supplemental irrigation, trees will continue to die which will pose a potential danger from deadfall or fire hazard.

Existing sewer line



The city has a suspended sewer line crossing the ravine area. Trees were removed to protect the sewer line but you can see they are starting to grow back.

Existing sewer line



Ac close up on the sewer line with trees already growing in near the sewer line on the near side.

Existing sewer line

A maintenance agreement has allowed residents to make improvements to city property that contains the sewer line. City had previously paid compensation for removal of mature trees on this property.

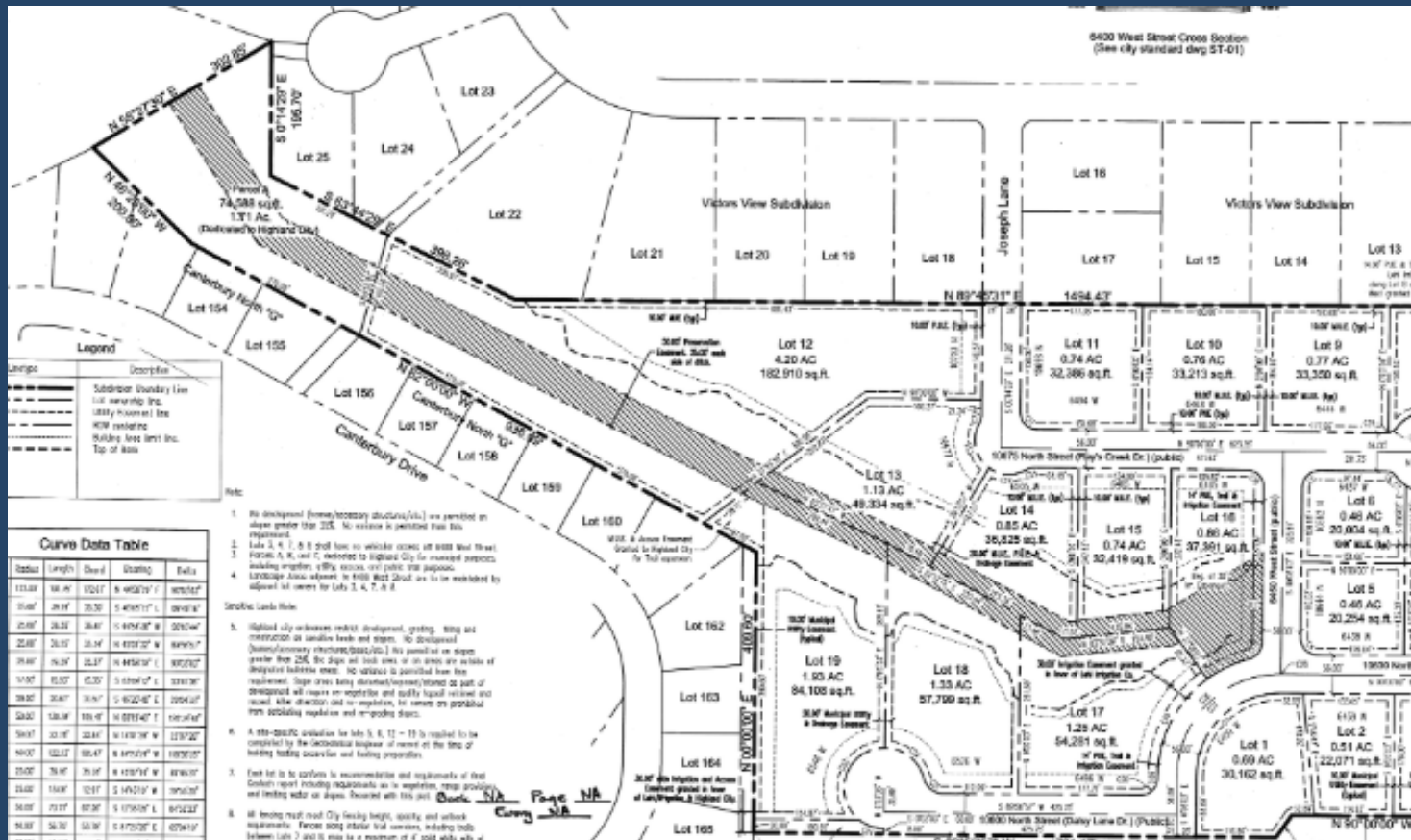


Existing sewer line



Access to the Dry Creek Recreation Area would be hindered by a fence constructed along the Murdoch Canal corridor. The city has limited options accessing the sewer line.

Dedication Plat



The plat dedication provides for a preservation easement which allows “right of access.”

Corner of lot 19 included an easement for trail expansion



Preservation Easement

Preservation Easement granted in favor of Highland City and Lehi Irrigation granting right to pass irrigation and storm water for Highland City and Lehi Irrigation, right to regulate vegetation and development activity, right to add/remove vegetation, and right of access.

Options

Option 1: Sell the city property and remove a trail from future consideration. Allow the existing fence to remain.

Option 2: Decide that a trail is likely not prudent but retain the property for maintenance access. Would require removal of the existing fence.

Option 3: Retain the trail property with the intent of building an asphalt trail to the edge of the ravine with a dirt path trail similar Brandon's trail meandering through the ravine. City would need property to do this. Require the existing fence to be removed.



RUN CLUB – CANTERBURY CIRCLE PARK USAGE

Item 5d – Communication

Presented by – Scott L. Smith, Council Member



MEEDER INVESTMENT UPDATE

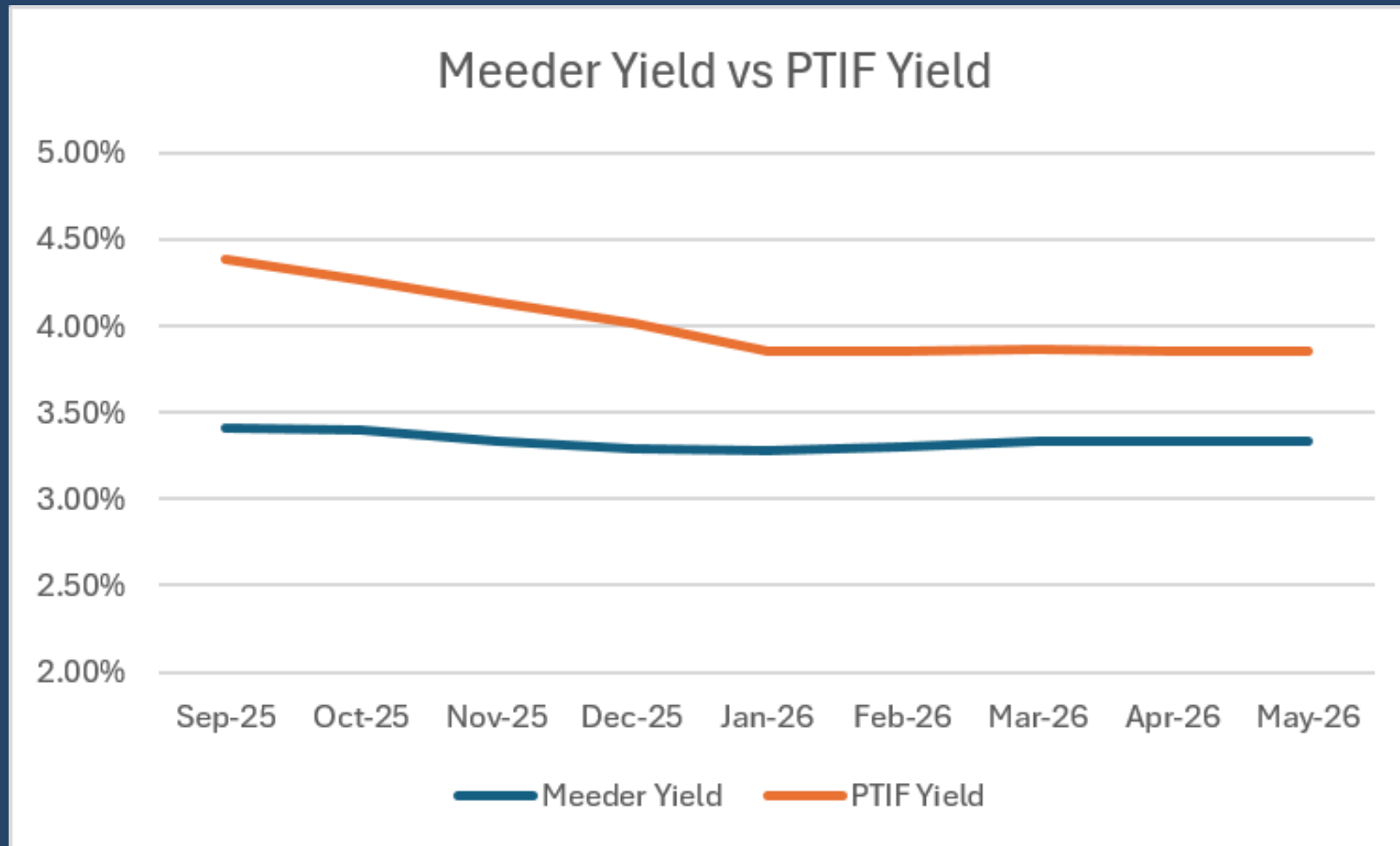
Item 5e – Communication

Presented by – David Mortensen, Finance Director

Meeder Investment Update

- Meeder Results
 - \$15,000,000 invested in September 2025
 - \$316,622 in interest earned through May 2026
 - 3.33% Average Yield
- PTIF Comparison
 - \$13,150,000 average balance between September 2025 and May 2026
 - \$395,329 in interest earned from September 2025 through May 2026
 - 4.01% Average Yield

Meeder Investment Update





ANNUAL RESIDENT SURVEY TOPICS

Item 5f – Communication

Presented by – Jay Baughman, Assistant City Administrator/Community
Development Director



COMMUNITY DEVELOPMENT UPDATE

Item 5f – Communication

Presented by – Rob Patterson, City Attorney/Planning & Zoning Administrator



PI RATES

Item 6a – Work Session

Presented by – Chris Trusty, City Engineer/Public Works Director

PI Rates Work Session Discussion

Goals:

1. Collect revenues to match existing. This is not intended to be used to increase fund budget.
2. Use rates to encourage residents to not use above their water allotments thereby, increasing conservation and system pressures

PI Rates- Tiered Rates

The following table are the proposed tiers with their incremental use. Tiers 1-3 allow up to 100% of the allotment and Tiers 4-6 provide for the overuse tiers. Each Tier will have an associated cost per 1,000 gallons used.

Tier No.	% of Annual Allowable Useage		Cost per 1k Gal.
	Incremental	Cumulative	
Tier 1	50%	50%	\$0.20 - \$0.40
Tier 2	25%	75%	\$0.40 - \$0.70
Tier 3	25%	100%	\$0.60 - \$0.85
Tier 4	50%	150%	\$1.00
Tier 5	50%	200%	\$1.50
Tier 6	50%	250%	\$3.00

PI Rates- Option comparisons

City Councils preferred tiered rate options are for consideration:

Option 1 - \$15 Base with SF Cost Plus Tier Usage

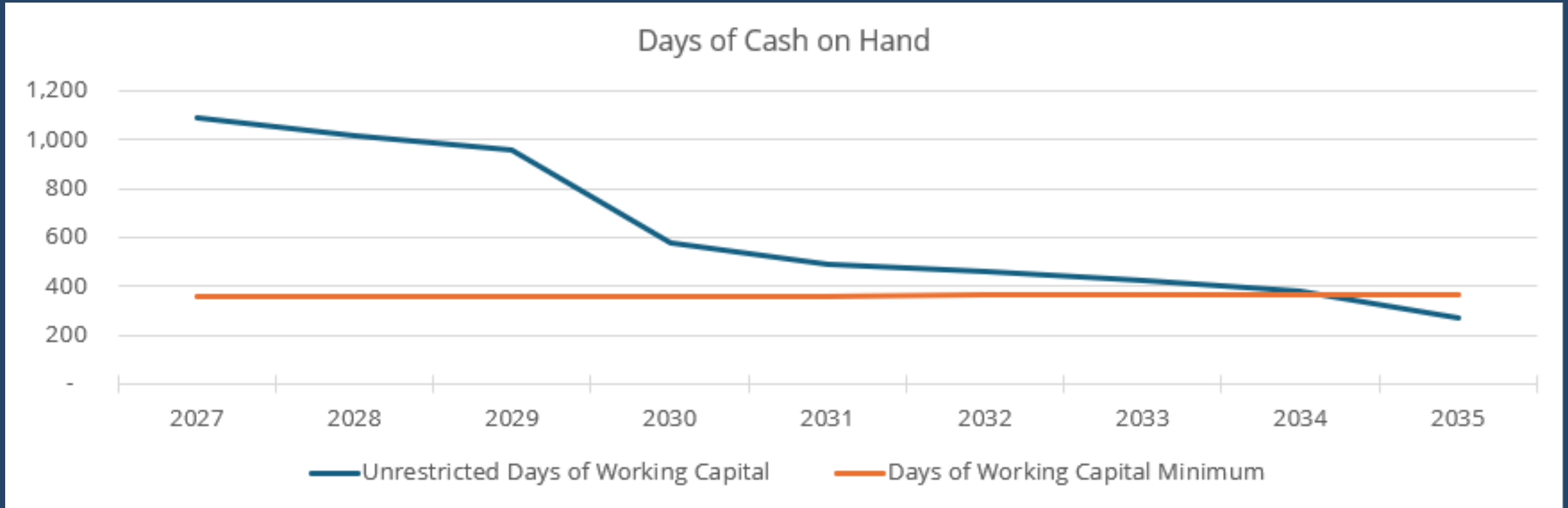
Option 2 - SF Cost of 50% revenue goal plus 50% Tier Usage

Option 3 - SF Cost of 67% revenue goal plus 33% Tier Usage

Lot Size	Existing Cost	Tier Cost Option 1	Tier Cost Option 2	Tier Cost Option 3
0.25 Acres		\$396,198	\$292,600	\$293,700
0.50 Acres		\$1,064,880	\$1,051,076	\$1,055,020
0.75 Acres		\$1,139,040	\$1,264,018	\$1,270,346
1.00 Acres		\$131,400	\$155,490	\$156,220
Tier 1-3	\$2,610,000	\$2,731,518	\$2,763,184	\$2,775,286

PI Rates- Revenue Projections

Revenue Projections vs Cash on Hand through 2035:



PI Rates- Option Cost Comparisons

Month	% Allocation
May	10%
June	18%
July	22%
August	22%
September	18%
October	10%

Monthly use
allocation

Monthly
Payment
Comparis
on Option
1, 2 & 3

Lot Size	Existing Cost Per Month	Options	Winter Months (Nov to April)	May & Oct	June & Sept	July & August
0.25 Acres	\$33	1	\$24	\$31	\$37	\$40
		2	\$12	\$24	\$34	\$39
		3	\$15	\$23	\$30	\$33
0.50 Acres	\$42	1	\$33	\$47	\$59	\$65
		2	\$24	\$49	\$69	\$79
		3	\$31	\$48	\$61	\$68
0.75 Acres	\$50	1	\$42	\$64	\$81	\$89
		2	\$36	\$73	\$103	\$118
		3	\$46	\$71	\$91	\$102
1.00 Acres	\$59	1	\$51	\$80	\$103	\$114
		2	\$48	\$98	\$138	\$158
		3	\$62	\$96	\$122	\$134

PI Rates- real world cost comparisons

	Lot (sf) /Option	Total Usage (1000 gal)	Allowed	Overage	% Allotment	Total Year Cost	Existing Cost	Side Park Strip	Percentage of Lot
View Pointe (.22 ac)	9409	129	176	-47	73%		\$ 379.67	NA	
	Option 1					\$ 310.69			
	Option 2					\$ 194.54			
	Option 3					\$ 197.96			
Country Club (.33 ac)	14571	444	272	172	163%		\$ 429.04	420	3%
	Option 1					\$ 619.55			
	Option 2					\$ 554.63			
	Option 3					\$ 553.26			
South Highland (.46 ac)	20038	497	375	122	133%		\$ 481.32	505	3%
	Option 1					\$ 649.91			
	Option 2					\$ 625.21			
	Option 3					\$ 624.95			
South Canterbury (.27 ac)	11674	309	218	91	142%		\$ 401.33	495	4%
	Option 1					\$ 475.91			
	Option 2					\$ 387.83			
	Option 3					\$ 387.02			
Highland Heights (.59 ac)	25831	618	483	135	128%		\$ 536.73	750	3%
	Option 1					\$ 758.08			
	Option 2					\$ 774.18			
	Option 3					\$ 776.32			
Agricultural (3.15 ac)	137388	1601	2569	-968	62%		\$1,603.66	NA	
	Option 1					\$ 1,946.00			
	Option 2					\$ 2,623.18			
	Option 3					\$ 2,708.42			

PI Rates- real world cost comparisons

	Lot (sf) /Option	Total Usage (1000 gal)	Allowed	Overage	% Allotment	Total Year Cost	Existing Cost	Side Park Strip	Percentage of Lot
View Pointe (.22 ac)	9409	129	176	-47	73%		\$ 379.67	NA	
	Option 1					\$ 310.69			
	Option 2					\$ 194.54			
	Option 3					\$ 197.96			
Country Club (.33 ac)	14571	444	272	172	163%		\$ 429.04	420	3%
	Option 1					\$ 619.55			
	Option 2					\$ 554.63			
	Option 3					\$ 553.26			
South Highland (.46 ac)	20038	497	375	122	133%		\$ 481.32	505	3%
	Option 1					\$ 649.91			
	Option 2					\$ 625.21			
	Option 3					\$ 624.95			
South Canterbury (.27 ac)	11674	309	218	91	142%		\$ 401.33	495	4%
	Option 1					\$ 475.91			
	Option 2					\$ 387.83			
	Option 3					\$ 387.02			
Highland Heights (.59 ac)	25831	618	483	135	128%		\$ 536.73	750	3%
	Option 1					\$ 758.08			
	Option 2					\$ 774.18			
	Option 3					\$ 776.32			
Agricultural (3.15 ac)	137388	1601	2569	-968	62%		\$1,603.66	NA	
	Option 1					\$ 1,946.00			
	Option 2					\$ 2,623.18			
	Option 3					\$ 2,708.42			

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PI Rates- comparison of last yr vs current year

Average monthly costs

~20% reduction from 2025 to 2026

	Lot (sf) /Option	Allowed (1K Gal)	2025 Overage	2026 Overage	2025 % Allotment	2026 % Allotment	Cost 2025	Cost 2026
View Pointe (.22 ac)	9409	49	-10	-17	79%	65%		
	Option 1						\$ 57.96	\$ 57.09
	Option 2						\$ 43.13	\$ 40.43
	Option 3						\$ 41.69	\$ 40.08
Country Club (.33 ac)	14571	76	29	2	138%	102%		
	Option 1						\$ 109.91	\$ 86.88
	Option 2						\$ 106.76	\$ 82.24
	Option 3						\$ 103.50	\$ 79.91
South Highland (.46 ac)	20038	105	45	1	143%	101%		
	Option 1						\$ 149.61	\$ 103.79
	Option 2						\$ 156.53	\$ 110.40
	Option 3						\$ 152.05	\$ 106.57
South Canterbury (.27 ac)	11674	61	31	20	151%	133%		
	Option 1						\$ 107.26	\$ 98.37
	Option 2						\$ 98.76	\$ 88.55
	Option 3						\$ 96.15	\$ 86.73
Highland Heights (.59 ac)	25831	135	20	3	115%	102%		
	Option 1						\$ 156.22	\$ 131.71
	Option 2						\$ 168.37	\$ 146.10
	Option 3						\$ 164.24	\$ 142.15
Agricultural (3.15 ac)	137388	719	-98	-437	86%	39%		
	Option 1						\$ 451.74	\$ 315.38
	Option 2						\$ 659.26	\$ 429.16
	Option 3						\$ 634.30	\$ 442.18

PI Rates- comparison of last yr vs current year

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PI Rates- comparison of other cities

Does not reflect operational costs

	Existing Cost	Tier Cost Option 1	Tier Cost Option 2	Tier Cost Option 3	Comparable Alpine Costs	Comparable Saratoga	Comparable Cedar Hills
Lot Size		\$15 Base + SF	SF Base (50%) plus Use	SF Base (67%) plus Use	SF Base	SF Base	\$38 Base + SF
0.25 Acres	\$394	\$360	\$266	\$267	\$184	\$330	\$635
0.50 Acres	\$498	\$540	\$533	\$535	\$343	\$658	\$812
0.75 Acres	\$602	\$720	\$799	\$803	\$518	\$987	\$990
1.00 Acres	\$706	\$900	\$1,065	\$1,070	\$765	\$1,316	\$1,167
Tier 1-3		\$0.20,\$0.40,\$0.60	\$0.45,\$0.70,\$0.85	\$0.35,\$0.6,\$0.75			

Next Steps in Metering Process

Adopt planned rate structure

Provide users information on what they might expect for rates

- Allotment provided vs used amount

- Update website with rate information

- Provide usage in billings

- Provide calculator for residents to understand billings

Meter usage through 2026

Prepare rate study Fall 2026 utilizing meter usage data from 2026 irrigation season

Revise rates during Winter 2026

Finalize and implement rates for 2027 irrigation season

Questions for discussion

How do we let residents know that they are over-using now (15% of Customers are using over 1.5x allotment now)?

Reduced shoulder months usage, as shown?

Equal bill pay?- yes with 1 year of billing

Irrigation agreement for partial use of lots?

Will commercial/ institutional be charged different than residential? Agriculture?



FUTURE MEETINGS

- July 21, City Council Meeting, 7:00 pm, City Hall
- July 27, Truth in Taxation Open House, 7:00 pm, City Hall
- July 28, Planning Commission Meeting, 7:00 pm, City Hall
- August 4, City Council Meeting, 6:00 pm, City Hall
- August 6, Truth in Taxation Open House, 7:00 pm, City Hall
- August 11, Truth in Taxation Hearing/Meeting, 6:00 pm, City Hall
- August 18, City Council Meeting, 6:00 pm, City Hall
- August 25, Planning Commission Meeting, 7:00 pm, City Hall

Motion to Adjourn to Closed Meeting

I move that City Council recess the regular City Council meeting to convene in a closed meeting in the executive conference room to discuss pending or reasonably imminent litigation and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205.



CLOSED MEETING

The Highland City Council has recessed the regular City Council meeting to convene in a closed meeting to discuss pending or reasonably imminent litigation and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205.

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

Highland City Council

July 7, 2026

Doug Cortney

Proposed Amendments to Agenda Item #2b: June 16 Minutes

In the third paragraph after the public hearing was closed in agenda item 3d (Officer Compensation), the draft minutes are discussing my comments and state that “Despite these reservations, he stated he would vote in favor.”

At 1:34:48 of the video, I do say “I support these,” but this is specifically in reference to the staff compensation changes. At 1:38:33, I say “I am still up in the air regarding the mayor’s salary.”

The minutes correctly record that I voted against the motion to enact compensation increases.

I propose to amend the draft minutes to strike the sentence “Despite these reservations, he stated he would vote in favor” at the end of the third paragraph after closing the public hearing on item 3d (p. 7 of the draft minutes and p. 25 of the agenda packet).

RE: Minutes amendment



Stephannie Cottle

To:  Doug Cortney Cc: City Council 

Hi, Doug:

This change is acceptable, especially because the vote indicates your stance.

Stephannie Cottle, CMC | UCC
City Recorder/Executive Assistant
(801) 772-4505

scottle@highlandut.gov

Office hours M-TH 7:30 am – 6:00 pm



From: [Jesse Myrick](#)
To: [Brittney Bills](#); lrice@highlandcity.org; [Ron Campbell](#); [Doug Cortney](#); [Kim Rodela](#); [Scott Smith](#); [Erin Wells](#); [Stephannie Cottle](#); [Lauren Myrick](#)
Subject: Thank you for supporting Run Club at Canterbury South Park
Date: Tuesday, July 7, 2026 8:25:37 AM

Dear Members of the City Council,

We are the six moms who organize Run Club at Canterbury South Park, and we are writing to ask for your support.

Run Club is a 30-minute, free neighborhood activity, every summer morning for 9 weeks, for any kid who wants to come:

- 80 runners on an average day, and the average runner is 8 years old
- In just 4 weeks this summer, the kids have run 2,500 miles together
- Kids average 9 laps a day, over 2 miles each
- Our youngest runner is 1 year old
- Most kids and families walk or ride bikes to Run Club

Run Club works the way a neighborhood park is meant to work. It is an informal neighborhood activity, the kind the city's own Field Use Policy welcomes at neighborhood parks. Anyone is welcome to run alongside or use the park with us. No teams, no leagues, no fees. Kids run laps on the park's designated path, earn punches on a card, and work toward milestones. Neighbors get to know each other. Families that live right next to the park run with us. We take our trash home with us and never touch the city's cans, and when the city measured our sound levels, we were comfortably within the ordinance. The city manager has visited twice this year and seen it for herself. Some of you have visited too, and we would love to have any of you join us any summer morning. Come see the kids run.

Canterbury South (or sometimes called Canterbury Circle) Park is the right home for Run Club, and not by accident. It is safe. The loop is short enough that even our littlest runners can complete a lap on their own while staying in sight of the adults. And it is in our neighborhood, close enough that kids can get there on their own two feet. A bigger park farther away would undo all of that: kids would have to be driven, the longer loop would be too far to send small children off by themselves, and the program would shrink. What makes Run Club work is that it belongs to this neighborhood.

We ask nothing from the city. No funding, no facilities, no special treatment. We know a couple of neighbors have concerns, and we genuinely want to be good neighbors to everyone around the park. We simply ask for your support as we keep giving these kids a free, healthy, positive way to spend their summer mornings.

A park full of kids running laps for half an hour on a summer morning is a park doing exactly what it was built to do. Thank you for supporting the kids of Highland, and thank you for your service to our city.

Sincerely,

Hailey Peterson
Lisa Kern

Ashleigh Belliston
Jenny Ashby
Sarah Sandberg Pletsch
Lauren Myrick

Run Club Organizers
Highland, Utah