



HIGHLAND CITY

HIGHLAND CITY COUNCIL AGENDA

TUESDAY, SEPTEMBER 1, 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 Doug Cortney

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. PRESENTATIONS

Items in this section are formal presentations by invited organizations or individuals. If further discussion is needed, it will be brought to the City Council on a future agenda.

a. New Employee Introduction

Erin Wells, City Administrator, will introduce new employees to the City Council.

3. 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

August 4, 2026

b. Approval of Meeting Minutes General City Management

Stephannie Cottle, City Recorder

August 11, 2026

c. Approval of Meeting Minutes General City Management

Stephannie Cottle, City Recorder

August 18, 2026

4. 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: Declare Certain Property Adjacent to 10653 N Canterbury Dr. as an Orphan Parcel** *General City Management*
Jay Baughman, Assistant City Administrator
The City Council will consider declaring city-owned property adjacent to property owned by Barbara Barry as an orphan parcel and directing staff to move forward with the sale of that property.
- b. **RESOLUTION: Declare Certain Property Adjacent to 10641 N Canterbury Dr. as an Orphan Parcel** *General City Management*
Jay Baughman, Assistant City Administrator
The City Council will consider declaring city-owned property adjacent to property owned by Scott Burgon as an orphan parcel and directing staff to move forward with the sale of that property.
- c. **ORDINANCE: Update to Accessory Dwelling Unit (ADU) Code including Detached ADUs** *Development Code Update (Legislative)*
Rob Patterson, City Attorney/Planning & Zoning Administrator
The City Council will consider amendments to the Development Code to allow detached accessory dwelling units.
- d. **City Parking Regulation Amendments** *Municipal Code Update (Legislative)*
Rob Patterson, City Attorney/Planning & Zoning Administrator
The City Council will consider amendments to the City's parking regulations related to city-owned parking lots and spaces, including parking spaces in Town Center.
- e. **ACTION: Change Order for Mitchell Hollow** *General City Management*
Chris Trusty, City Engineer/Public Works Director
The City Council will consider a contract modification with Consor for construction engineering and inspection services on the Mitchell Hollow Trail.
- f. **ACTION: Contract Authorization with DLS Consulting, Inc.** *General City Management*
Erin Wells, City Administrator
The City Council will consider renewing a contract with DLS Consulting, Inc. for consultant services focused on grant and legislative support for a one (1) year term.

5. 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. **ACTION: Road Striping Bid Award** *General City Management*
Chris Trusty, City Engineer/Public Works Director
The City Council will consider awarding a bid for the City's annual road striping project.

6. COMMUNICATION ITEMS

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

- a. **Community Sign Policy Discussion**
Brittney Bills, Mayor
Rob Patterson, City Attorney/Planning & Zoning Administrator
- b. **Chamber of Commerce Update**
Liz Rice, Council Member
- c. **Community Development Update (Current Projects)**
Rob Patterson, City Attorney/Planning & Zoning Administrator

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.

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 B. 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 27th day of August 2026.

Stephannie B. Cottle, CMC|UCC, City Recorder

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