



HIGHLAND CITY COUNCIL AGENDA

TUESDAY, MARCH 12, 2024

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

7:00 PM REGULAR SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Council Member Doug Cortney

Pledge of Allegiance: Council Member Scott L. Smith

1. UNSCHEDULED PUBLIC APPEARANCES

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

2. CONSENT ITEMS

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

- a. **Approval of Meeting Minutes** *General City Management*
Stephannie Cottle, City Recorder
February 6, 2024 and February 20, 2024

3. ACTION ITEMS

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

- a. **PUBLIC HEARING/RESOLUTION: Fiscal Year 2023-2024 Mid-Year Budget Adjustments** *General City Management*
David Mortensen, Finance Director
The City Council will consider amending the fiscal year 2023-2024 budget for various items as shown in the attached exhibit.
- b. **PUBLIC HEARING/ORDINANCE: General Plan Amendment - 4800 West Re-designation** *General Plan Amendment (Legislative)*
Rob Patterson, City Attorney
The City Council will consider whether to amend the transportation element in the City's general plan to re-designate a portion of 4800 West between SR-92 and 11200 North from a 3-lane major collector to a 5-lane arterial.

4. EXPEDITED ITEMS

Items in this section are to be acted upon by City Council. These items have been brought before Council previously. The report and presentation may be abbreviated.

- a. **ACTION: 2024 Drainage Improvements** *General City Management*
Andy Spencer, City Engineer/Public Works Director
The City Council will consider awarding Baker Construction the 2024 Drainage Improvement Project.
- b. **ACTION: Appointment of Appeal Authority** *General City Management*
Jay Baughman, Assistant City Administrator/Community Development Director
The City Council will consider appointing Craig Call as the Highland City Appeal Authority.

5. 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: Alpine Highway Fence Repair Bid** *General City Management*
Andy Spencer, City Engineer/Public Works Director
Discuss the bids received on the Alpine Highway fence repair and provide staff direction on next steps.
- b. **DISCUSSION: Emergency Preparedness Committee** *General City Management*
Ron Campbell, Council Member
The City Council will consider a request from Council Member Ron Campbell to form an Emergency Preparedness Committee.

6. 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. **TSSD Water Reuse Agreement** *Andy Spencer, City Engineer/Public Works Director*
- b. **Chamber of Commerce Sponsorship Contract** *Jay Baughman, Assistant City Administrator/Community Development Director*
- c. **Legislative Updates** *Kurt Ostler, Mayor*

7. 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 7th day of March 2024

Stephannie Cottle, CMC, City Recorder

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



HIGHLAND CITY

HIGHLAND CITY COUNCIL MINUTES

TUESDAY, FEBRUARY 6, 2024

Waiting Formal Approval

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

7:00 PM REGULAR SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Council Member Scott L. Smith

Pledge of Allegiance: Council Member Ron Campbell

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:03 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 Ron Campbell.

PRESIDING: Mayor Kurt Ostler

COUNCIL MEMBERS: Brittney P. Bills - present
Ron Campbell - present
Doug Cortney - present
Kim Rodela - present
Scott L. Smith - present

CITY STAFF PRESENT: City Administrator Erin Wells, Assistant City Administrator/Community Development Director Jay Baughman, City Attorney/Planner Rob Patterson, City Recorder Stephannie Cottle, Finance Director David Mortensen, City Engineer/Public Works Director Andy Spencer, Police Chief Brian Gwilliam, Fire Chief Brian Patten, Communications Specialist Brooklyn Wild, Community Events Coordinator Robin Wise

OTHERS PRESENT: Jon Hart, Jess Stephenson, Liz Rice, Wayne Tanaka, Scott Newin, Josh Walker, Charlie Greenland, Claudia Sudweeks, Ted Cannon, Brian Braithwaite, Scott Bishop, Rob Hartshorn, Steven Rowley, Eric Adamson, Wesley Warren, Kelli Campbell, Debra Maughan, Shea Cutler, Jen Ashcraft, Michael Clark, Sherry Kramer

1. UNSCHEDULED PUBLIC APPEARANCES

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

Liz Rice stated the Pledge of Allegiance includes the statement “one nation under God”.

Shea Cutler stated the park the City recently completed is amazing and she has enjoyed using it with her children, but she does not frequent parks in the summer unless they have a water feature. The turf at this park will soak up the heat and make it too hot to use; she suggested that the City place a splash pad on the acre section of the park that has not yet been programmed. She has talked to many other residents who are also supportive of a splash pad, which can be used by residents of all-abilities, which is not true for a ninja warrior course. She does not support using taxpayer money for a ninja course, but she does support it for a splash pad. She believes if the City were to conduct a survey about this topic, a large percentage of the City would support a splash pad. She has already gathered 45 signatures of residents in support of a splash pad, and she submitted it to the Mayor.

Charlie Greenland stated he is President of the Highland Historical Society; he is retiring from his position and the Society has been advertising for someone to take his place. He has a dream that the people of Highland will begin to focus on the past and why it is important to the community. He has a dream that someday Highland will have a museum to display artifacts; if the City can find someone to donate \$500,000 for a pickleball court, surely it can find someone to donate for a museum. He has a dream that at some time, all the history of the City will be bound in one place for everyone to see. He has a dream the Historical Society will be recognized for their ingenuity. He concluded he is grateful for the other members of the Highland Historical Society, including Brenda Thurgood, Mark Thompson, Ray Buhler, Wayne Tanaka, and Claudia Sudweeks.

Jen Ashcraft addressed the matter of alcohol sales in Highland; she was not able to attend the last meeting, but she watched the recording of the meeting. It is her feeling that the Council should have voted on the issue in August of 2023 because that is how things are handled in a representative government. If the residents were opposed to the action taken by the Council at that time, they could have filed a referendum. The survey was sent, and a large percentage of people supported the changes and that is because they want a nice place to gather with nice sit-down restaurants. The Council had a chance to vote based upon their own beliefs in August; however, they chose to put the issue to the people and the people spoke. In spite of the feedback from the people, the Council chose to vote contrary to the results of the survey. She stated she believes there are ‘two camps’ of people on this issue: a large camp that wants the changes to be approved and a small camp that does not. If the Council had voted in August, they could have expressed their desires at that time. Now the Council is finding a way to impede the Highland Mains project by limiting the total number of licenses that can be issued in Highland. Additionally, a referendum has been filed and the issue will be put on hold until November when an election can be held. The developer may walk away from Highland due to all of these delays. She encouraged the Council to either make decisions based upon their own belief or listen to the people when they are asked their opinion.

2. PRESENTATIONS

a. FY2023 Audit Presentation

Steve Rowley with Keddington & Christensen will present the FY2023 Audit.

Mr. Rowley provided a high-level summary of the annual audit report for Highland City for Fiscal Year (FY) 2023. The most important information for the Council and the public to understand about the audit is that the City has received the highest opinion possible, an unmodified opinion, of its financial statements and financial position. He highlighted various sections of the report, including internal controls, grant reporting information, government auditing standards, State compliance, and reporting regarding the receipt and use of Federal funds. City Engineer/Public Works Director Spender summarized the projects in the City for which federal funding was used.

Mr. Rowley then discussed an audit finding related to internal controls and the City's financial reporting; this involves proper accounting of money coming in and money going out and preparing accounting statements in conformance with generally accepted accounting principles (GAAP). A material weakness was identified in the financial closing process of the City and the same weakness was also identified in the previous audit year; therefore, the auditing team felt it important to include this finding in the report. Statements from staff have been included with the audit to address the issue and he is hopeful the finding can be prevented next year.

Council Member Campbell asked if this type of finding is common in municipalities. Mr. Rowley stated that this type of finding is not unheard of, but it is also not very common; it is primarily related to the end of year financial statements being prepared in accordance with accrual accounting standards. It is not indicative of an underlying risk of something nefarious occurring. He is happy to work with the City's new Finance Director to address the issue. He added that this type of finding is common in smaller cities and as the City grows, he expects to see the finding eliminated.

Mayor Ostler noted that this finding in past years impacted the proper documentation of employee Utah Retirement System (URS) benefits. He asked City Administrator Wells and the Fire and Police Chiefs if they are aware of any employees experiencing problems like those that occurred in previous years. All answered no, no employees have had a problem with their URS benefits in FY23.

Mr. Rowley then concluded that he did not experience any difficulties working with City Administration throughout the audit process; audits are not easy, and he commended staff for their help and effort this year.

Mayor Ostler referenced pages 36 and 37 of the report, which address the long-term debt of the City; the City owes \$4.5 million in bond debt which should be satisfied in 2027. Additionally, the City has some debt obligations associated with the ownership of water shares. Mr. Rowley stated that page 35 includes the total amount of all long-term City debt, which also includes compensated absences balances and pension obligations; this brings the City's total debt to just over \$6 million.

Council Member Smith stated the actual bond debt is \$4.5 million, but page 35 breaks the bond debt into two portions with final payments due in 2026 and 2027 but identifies payments in 2028. Mr. Rowley stated that debt will be paid off in calendar year 2027, but that is FY 2028.

Council Member Campbell stated the report indicates the City does not have any general obligation bonds. Mr. Rowley stated that is correct; the City's outstanding bonds are tax revenue bonds. Council Member Campbell then asked if Mr. Rowley's firm has audited the Timpanogos Special; Service District (TSSD). Mr. Rowley stated that audit has not yet been completed. Council Member Campbell stated that he is concerned that the TSSD is able to determine a fee independent of approval of each city that is part of the district and he asked if that will be considered in the audit. It seems contrary to good governance that the City Council of Highland has no choice but to pass the TSSD fees on to residents. Mr. Rowley stated that it is his understanding that the TSSD assess impact fees for development that occurs within the district area. The Board of the TSSD is appointed and they have the authority to determine fees that will be charged for those interested in connecting to their system. The City has agreed to collect the TSSD impact fees and that is not necessarily a fee the City is charging; it is a liability on the City's books until the fee revenues are turned over to the TSSD.

Mayor Kurt Ostler requested that Communication Item 7a be moved to this point in the meeting.

a. Fling Concert Feedback *Erin Wells, City Administrator*

Robin Wise, Event Coordinator, and Kelli Campbell, member of the Highland Fling Committee, provided their ideas for increasing the 'wow factor' associated with the annual Highland Fling celebration. They would like to bring a bigger band to perform on Saturday night before the firework show and they would like to consider moving that event

to the Lone Peak High School football field, which is \$4,800 to rent. Ms. Wise stated she has also been asked to price a drone display rather than a firework show, which is \$8,000 to \$9,000, which is lower than the annual cost of fireworks of approximately \$12,000. Ms. Campbell then discussed the costs to bring a popular 'retro' band to Highland; it will likely be very expensive, and the City has spent just \$3,000 on stage entertainment in the past.

City Administrator Wells stated the two questions being posed to the Council are whether to move the Saturday night events to Lone Peak High School and whether to try to recruit a band at a cost that would increase the budget or if the Council would require attendees to pay to attend the concert.

High level discussion among the Mayor and Council centered on recent changes to Highland Fling events, that include the celebration being extended to many more days, moved to different locations, and the elimination of free events. The Council indicated they need additional time to consider this issue before making a decision. Fire Chief Patten added that the City will not be allowed to shoot fireworks from Lone Peak High School.

b. Timpanogos Special Service District Update

Brian Braithwaite, Highland City's TSSD Representative, will present an overview of the changes at the District, including the recent increase in impact and monthly use fees.

Mr. Braithwaite acknowledged Council Member Campbell's comments during the discussion of the audit report regarding the fees being charged by the TSSD that are passed through the City. It is important for the Council to understand the basis for the fees being charged so that the City can answer questions they receive from the public. He used the aid of a PowerPoint presentation to provide the reasons that the recent increase was supported by the Board. The number one reason for the increase is growth and usage has been projected all the way to buildout of the District area, which is expected to occur by the year 2060. Other reasons include increased regulatory requirements, densification as a result of State legislation imposing accessory dwelling unit (ADU) requirements; inflation; and aging infrastructure. The District has a capital plan that identifies projects out to 2029, with total project costs to that date projected at \$933,393,448; the impact fees charged by the District are based upon these capital costs. The District has different funding options, including financing and grants, in addition to impact fee revenue. He offered a comparison of TSSD impact fees, and the fees charged by other similar districts and noted that TSSD is still much lower than its counterparts, even with the recent increase.

Council Member Smith thanked Mr. Braithwaite for the information provided this evening and for addressing the Council's concerns about the lack of information regarding the purpose of the increase.

Mayor Ostler asked if the Board is considering some amendments to its appointment structure/process. Mr. Braithwaite answered yes; the County previously appointed Board Members, but they have indicated they will seek recommendations from the cities that make up the District and support those recommendations rather than handling appointments independent of city governing bodies.

Council Member Campbell stated that he is grateful for the information provided by Mr. Braithwaite; he has expressed concerns about the TSSD fee structure, but he respects Mr. Braithwaite and is willing to work with him to get sufficient information about the fee in order to be able to communicate with residents. He noted he understands that impact fees are based upon true costs to operate the system, but at buildout, the District will no longer be able to collect impact fees. He asked if the District will have sufficient funding to continue to operate at that time. Mr. Braithwaite stated Highland City owns all of their own sewer infrastructure, but the District owns the larger transmission lines. The City can utilize equipment owned by the District to inspect its lines, but the City should be setting aside some money for infrastructure upgrades.

City Administrator Wells noted that the Council has accepted the new TSSD impact fee, but it has not yet considered amendments to the monthly sewer fee and that is something Administration will be revisiting with the Council in the coming months.

3. CONSENT ITEMS

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- a. **Approval of Meeting Minutes** *General City Management*
Stephannie Cottle, City Recorder
December 5, 2023 and January 18, 2024

Council Member Scott L. Smith MOVED that the City Council approve consent item 3a, the approval of meeting minutes from December 5, 2023 and January 18, 2024 with the change to the date in the December 6 minutes regarding the previous recertification year for the Justice Court.

Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

4. ACTION ITEMS

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

- a. **ACTION: 2024 Sewer Lining Project** *General City Management*
Andy Spencer, City Engineer/Public Works Director

The City Council will consider a request to approve a bid from Insituform for the installation of 2,284 feet of an 8-foot sewer liner in the area of 5100 W. and 11100 N. and 1,305 feet of an 8-foot and 140 feet of 10-foot sewer liner in the Alpine Country Club area.

City Engineer/Public Works Director Spencer explained staff has identified 3,729 linear feet of sewer main line that is experiencing pipe degradation, root intrusion, and ground water infiltration into the sewer system. While the project does represent a capital cost, the project also creates savings for the City. When the pipes are sealed and infiltration is reduced, the fees from Timpanogos Special Service District (TSSD) are reduced as the City is not paying to treat ground water infiltrating the pipes. After the liner has cured, the contractor will open the 40 lateral connections from homes adjacent to the lining project. The curing and connection process all occur on the same day, so there is not significant impact on adjacent residents. The City issued a bid request in December 2023 for the project and received five bids and Insituform presented the lowest bid in the amount of \$193,763. This total includes the base bid and 6 of the alternate bid top-hat lateral seals. Top-hat seals are seals that are placed inside the main sewer pipe after the sewer lateral connection to the pipe has been restored. The seal is between the sewer main and the lateral. It extends approximately 6-inches into the sewer lateral and seals the lateral-to-main connection. They are called "Top Hat" because the assembly has the appearance of a top hat. The project was bid with top-hat seals for all laterals; however, given that the bid was over budget, staff recommends only doing seals at the six most critical locations. While staff is updating the rate study for the Sewer Fund in light of the recent TSSD rate changes, staff will also consider adding top-hat seals as a cost for sewer lining projects. Staff has been pleased with the work that Insituform has done in the past and recommends working with them again. The recommended method is CIPP (Cured in Place Pipe). It is a 4.5mm liner with a resin that is cured and

Highland City Council FINAL DRAFT Minutes ~ February 6, 2024

hardened with steam or ultraviolet (UV) light. A portion of this liner will need to be UV cured due to existing pipe conditions. When hardened, it becomes a new pipe within the existing pipe without any joints. It is a trenchless repair installed through the manholes. It has a 100-year design life with a 1-year installation warranty. This is the same product we have used in past successful projects. Staff will continue to identify problem areas throughout the City and incorporate them into the City routine sewer maintenance program. It is anticipated that similar projects will be brought before Council for approval in future years. The cost of this project is \$193,763 with a 10% contingency of \$19,377 totaling \$213,140. Funding for this expense was included in the FY24 budget under GL 52-40-73 Capital Expenses/Projects in the amount of \$160,856. A portion of this account has been expended on other projects and \$132,340 remains. Additional funding from GL 52-40-78 Manholes, Root, Infiltration \$11,500 and GL 52-40-32 Engineering/Prof Services \$12,500 will be allocated for this project. As the cost increase was not anticipated in the budget, a portion of the project will need to be funded by sewer fund balance in the amount of approximately \$56,800. This amount will be included as part of the mid-year budget adjustments unless otherwise directed by the Council. There is sufficient fund balance available for this expense.

Council Member Campbell asked if it is necessary to cut into the road for the project. Mr. Spencer answered no, it is a minimally impactful project that is mostly completed through manholes in the road. Council Member Campbell stated he is confused by the disparity in the bids that the City received for the project; he asked how one bidder could submit a bid that is nearly 20 times the amount of another bid. Mr. Spencer stated he understands those concerns, but each contractor bids on projects differently and he is comfortable that the recommended contractor can complete the project for the cost they have submitted.

Council Member Smith stated that it seems that most of the lines that are being lined are along the riverbed of the American Fork River and he assumes the reason for that is due to the high ground water tables. He asked how many more sewer lines staff anticipates will need to be lined in the future. He asked if this will be an annual project or if those that need lining are mostly located along the river. Mr. Spencer stated there are still a number of older neighborhoods in the City that have concrete pipes and those are the target areas; the worse areas are being treated first, however, and it is correct that the areas near the riverbed are in most need.

Council Member Cortney stated that this project is much cheaper than culvert lining and he asked why that is. Mr. Spencer stated the culvert lining costs are due to the size of the culvert; additionally, this type of project is done more frequently, and the costs can be reduced due to the ability to mass produce the product. Council Member Cortney then asked if the City routinely has situations such as this where it becomes necessary to increase the budget for the project in the middle of the fiscal year. Mr. Spencer stated that over the past few years as inflation has impacted construction projects and it has been necessary to increase project budgets. The City has a fund balance for this purpose.

Council Member Kim Rodela MOVED that the City Council APPROVE a contract with Insituform for the sewer lining project in an amount up to \$213,140 and AUTHORIZE the City Administrator to sign the contract documents, and direct staff to include a budget adjustment of \$57,000 in the mid-year budget adjustments from sewer fund balance.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

b. ACTION: Snow Equipment Purchase *General City Management*
Andy Spencer, City Engineer/Public Works Director

The City Council will consider the purchase of a multi-use snowblower/lawnmower for use at Mountain Ridge Park, and other areas throughout the city.

City Engineer/Public Works Director Spencer explained Mountain Ridge has proven to be extremely popular since its opening and staff assumes that popularity will only continue. As such, staff is striving to maintain this park to a high standard for the public. One piece of equipment that would be helpful in these efforts is a large snowblower. In terms of snow removal equipment, the City currently only has one walk behind snow blower and one larger UTV machine for clearing trails. Neither of these items will work for certain areas of Mountain Ridge Park as the UTV's are too large to navigate the sidewalks and the spaces between the pickleball and basketball area is very long and narrow without a good place to pile snow to the side, so it all has to be pushed forward to the field areas. Our walk behind snowblower is not sufficiently strong to push that much snow for that great of a distance. Staff recommends purchasing a multi-use snowblower/lawn mower to address these problems. As it is also a lawn mower, this piece of equipment could be used year-round not just at Mountain Ridge Park, but also for other areas of the City. The cost of this purchase is \$36,365.13. This is the state contract price. Funding for this expense is included within the FY2023-2024 budget as follows:

- \$21,819.08 in GL 10-70-46 Mountain Ridge Park Maintenance; and
- \$14,546.05 in GL 10-70-31 Park Maintenance Contract.

Council Member Rodela asked what the City has been using to remove snow. Mr. Spencer stated the City owns a few small Kubota tractors, but one was recently in an accident and totaled and the City only has one in operation.

Council Member Smith inquired as to the useful life of this piece of equipment. Mr. Spencer stated he expects it will last 8 to 10 years with proper maintenance. Council Member Smith commented that he is impressed by how well used the pickleball courts have been since the park opened.

Council Member Campbell asked if the brand of this product is high-end or low-end in terms of quality. Mr. Spencer stated it is a high-quality brand and will last for a good amount of time given proper care and maintenance.

Council Member Scott L. Smith MOVED that City Council APPROVE the purchase of a multi-use snowblower/lawnmower for \$36,365.13 and authorize the City Administrator to sign the purchase documents.

Council Member Ron Campbell SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

c. ACTION: License Agreement with Provo River Water Users Association for the 6000 West Pump Station Connection *General City Management*

Andy Spencer, City Engineer/Public Works Director

The City Council will consider authorizing a license agreement with Provo River Water Users Association for the connection to Provo River Aqueduct to allow water to be withdrawn from the aqueduct at the 6000 West booster pump location. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained on October 17, 2023, Council approved a contract for the connection to the Provo River aqueduct with COP Construction. The approved FY 2024 budget included funding to construct the pump station. A license agreement is part of the requirements by Provo River Water Users Association to complete their approval for the connection to the Provo River Aqueduct. Staff recommends approval of the license agreement.

Council Member Cortney referenced sections 12 and 13 of the agreement, which stated that the licensee agrees to include the provisions of the contract in any subcontract for work to be performed within the licensed land; he asked how the City will ensure that happens. Mr. Spencer stated that the City has informed its contractors that it will need to abide by the terms of the license agreement; he added that the City has received favorable recommendations for the contractor, and he believes they will abide by the agreement.

Council Member Ron Campbell MOVED that City Council APPROVE the license agreement with Provo River Water Users Association for the 6000 West Pump Station and AUTHORIZE the Mayor to sign the agreement.

Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

d. ACTION: Facility Rental Policy Update *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will discuss proposed updates to the City's Facility Rental Policy in order to align the policy with necessary changes in practice. The Council will take appropriate action.

Assistant City Administrator/Community Development Director Baughman explained on October 17, 2023, the Council was presented with a draft update to the City's Building Use Policy. After a discussion about the state of the Highland City Community Center, staff was directed to bring the Policy back for consideration once more progress had been made on repainting and re-carpeting the Community Center. The Council also asked for clarification on fees charged to residents and non-residents and how the damage deposit was managed; the refundable room deposit fee will be \$150, and it will not be charged to credit card users and only to those that pay with cash or a check. He then provided an overview of the proposed changes to the policy as follows:

- Use priority – Priority groups have been simplified based on current practice and practical feasibility
- City financial policies –
 - Check depositing

- Credit card use and storage information for security deposits.
- City Fee Schedule for the rental deposit amount, rather than having the amount listed in the Policy itself.
- Legal disclaimers –language to protect the City from potential legal liability
- Wireless internet availability – The Highland Community Center wireless internet system
- Readability –language and grammar corrections

The individual and organization rates are charged as follows according to the fee schedule:

- Resident: \$15.00 per hour
- Non-resident: \$30.00 per hour
- Non-profit and government entities: \$5.00 per hour

He also summarized information from the City's reservation software that identified the entity or individual reserving the building; there were a total of 359 reservations from February to December of 2023 and the majority of the users are repeat users. The Highland City Arts Council (HCAC) uses it 61% of the time.

Mayor Ostler asked how the City determines that the person reserving the Center is not doing so for a commercial purpose. Mr. Baughman stated that it would be the responsibility of City staff to ask questions to get information regarding the purpose of the rental.

Council Member Smith asked for an update on the painting and carpeting of the Center. Ms. Wells indicated the painting is completed and carpeting is being scheduled with a contractor. Council Member Smith asked if the Timpanogos Symphony uses the Center on most Thursday nights. Ms. Wells noted they no longer hold their concerts in Highland, but it is her understanding they still practice at the Center. Council Member Smith stated he has been a big supporter of the Symphony in the past, but he has expressed disappointment that they are no longer providing a concert in Highland or the northern end of Utah County. He is curious how much they are charged because they are bringing a lot of people to the building every Thursday night, resulting in a significant amount of wear and tear; additionally, most of the members of the Symphony are not Highland residents. Mayor Ostler stated that he shares that concern; the Symphony used to be under the umbrella of the HCAC, and he would like to know if they still contribute to the HCAC or if they are being charged appropriately for their use of the building. Ms. Wells stated that the Symphony still does not pay to use the Center because they are part of the HCAC, and they contribute to that entity. Highland City is not directly receiving money from the Symphony. She agrees with Council Member Smith that Highland City should receive a concert from the Symphony at least once a year. Council Member Smith asked Council Member Cortney to reach out to the Symphony to discuss these concerns with them. Mr. Baughman added that according to rental records, the Symphony has reserved the Center every Thursday from the beginning of August to the end of December.

Council Member Bills asked if residents receive a refund if they cancel a reservation of the Center seven days prior to the rental. Ms. Wells stated that the policy can be adjusted to address the cancellation of reservations within seven days of an event. Council Member Bills also asked that the definition regarding discrimination and protected class be updated to be in line with State Law. City Attorney Patterson indicated he can make that change.

Council Member Scott L. Smith MOVED that the City Council approve the suggested changes to the Facility Rental Policy in the City.

Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

Council Member Brittney P. Bills Yes

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

5. EXPEDITED ITEMS

Items in this section are to be acted upon by City Council. These items have been brought before Council previously. The report and presentation may be abbreviated.

a. **EXPEDITED: Highland Elementary Safe Routes to School Project Funding** *General City Management*

Andy Spencer, City Engineer/Public Works Director

The City Council will consider authorizing the expenditure of funds for the Safe Routes To School grant project that the City was awarded in the Highland Elementary area. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained on June 6, 2023, the City Council approved an agreement with UDOT for the Highland Elementary area Safe Routes to School grant. The Grant funding is \$130,000 with a City match minimum of \$9,440. The project expenses are estimated to well exceed \$140,000, and as such the FY2024 budget actually includes \$100,000 for City expenditures associated with the project. The cost for the City portion of this project is \$100,000. Funding for this expense is included in GL 10-60-37 Streets and Roads Sidewalk Repair and Maintenance within the FY2024 budget. Staff recommends authorization for the project expenditures.

Council Member Smith asked why the City is offering a \$100,000 match if the minimum matching requirement was \$10,000. Mr. Spencer stated that City Administration was aware that the City would likely not receive the grant if the minimum match amount were offered; increased matching funds were offered in order to increase the City's likelihood of receiving the grant. Council Member Smith asked if the full \$100,000 will be used. Mr. Spencer answered yes, this is a very costly project. He presented a map to identify the location of the project and he discussed the scope, which includes sidewalk, curb, and gutter improvements. Additionally, the City is still working to purchase the property needed for the project.

Council Member Kim Rodela MOVED that City Council APPROVE up to \$100,000 in expenses associated with the Highland Elementary area Safe Routes to School program and AUTHORIZE the City Administrator to expend funds for project expenses including property purchase, design, and construction related expenses in accordance with City and UDOT procedures.

Council Member Ron Campbell SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

b. RESOLUTION: Sales Price Calculation for City Owned Land *General City Management*

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will consider a resolution designating the value of orphan parcels and other City-owned land for 2024. The Council will take appropriate action.

Assistant City Administrator/Community Development Director Baughman explained Resolution No: 2021-09 was approved by the City Council on June 1, 2021. This resolution describes how the cost per square foot is determined in detail. The same process to determine the cost for purchases in 2021 has been used every year since using a multiplier of 25 percent. The proposed 2024 resolution describes the same formula and solidifies the calculated cost for orphan parcels in 2024. Based on the methodology in the adopted resolution, the value for orphan parcels for 2024 is \$4.49 per square foot.

Council Member Smith asked if the price is for calendar year 2024, rather than fiscal year 2024. Mr. Baughman answered yes.

Council Member Ron Campbell MOVED that City Council adopt the Resolution designating the valuation of orphan parcels for 2024.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

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. Tri-Party Agreement for Access and Improvements to Highland Boulevard near 11800 North Land Use (Legislative)

Andy Spencer, City Engineer/Public Works Director

The City Council will discuss improvements to Highland Boulevard and materials provided by D.R. Horton pursuant to the tri-party agreement between Highland City, Lehi City, and D.R. Horton.

City Engineer/Public Works Director Spencer explained on October 5, 2021 an agreement was signed between Highland City, Lehi City, and D.R. Horton, Inc. regarding the Highland Boulevard frontage, improvements, maintenance, and the 11800 North intersection. On October 17, 2023 the City Council provided direction to City staff on several discussion points pertaining to the development. According to the agreement, Highland City pays for a third of the cost of 11800 North and Highland Boulevard intersection, half of the center median costs, and half the cost of the maintenance. He presented aerial images to orient the Council to the location of the D.R. Horton property and their conceptual plans for the development and the street improvements.

City Attorney Patterson then noted that staff relayed the Council's direction from October 17, 2023 discussion from the City Council. D.R. Horton has submitted further documents, but staff has not provided comments on

submitted materials due to larger issues remaining unresolved. Council discussion is requested tonight to address the outstanding issues relative to the runaway truck study, intersection study, a roundabout review commissioned by Lehi City, and additional information provided by D.R. Horton regarding the third access point onto Highland Boulevard. Lehi City concurrence will be required on any resolution reached by Highland City and D.R. Horton and Highland City will ultimately incur substantial costs to comply with the development agreement. Staff would also like direction from the Council regarding the timing of off-site improvements in the area of the SR-92 intersection.

Mr. Spencer and Mr. Patterson facilitated discussion among the Mayor and Council regarding the conceptual plan presented by D.R. Horton. Topics of discussion included traffic flow on SR-92 and opportunities for implementing traffic calming measures on the road; findings of the runaway truck study and the roundabout review; crash data; and safe school crossing options in the area.

Council Member Doug Cortney MOVED to extend the meeting to 10:30 pm.

Council Member Ron Campbell SECONDED the motion.

All voted in favor and the motion passed.

Discussion among Mr. Spencer and the Mayor and Council continued, with additional focus on trail connectivity; the center median improvements; the additional access point; future traffic signalization; and the likelihood of the City receiving grant funding from the Mountainland Area of Governments (MAG) for transportation improvements in this area. The Council also sought information from Police Chief Gwilliam regarding the factors that contribute to traffic accidents in this area.

Council Member Bills stated it is her understanding that children in this area will likely attend Lehi schools, not Ridgeline. Mr. Spencer stated that may be correct.

Mayor Ostler invited input from representatives of D.R. Horton. Scott Bishop of D.R. Horton thanked Mr. Spencer and Mr. Patterson for their thorough presentations but stated that he does not believe this issue will be as complicated as has been presented tonight. D.R. Horton is committed to fulfilling its end of the agreement relative to its initial plans; he needs to know if the City wants a runaway truck ramp and center medians and, if so, the development plan can be adjusted accordingly. He is willing to work with the traffic engineer hired by the City and will move forward with whatever the City decides as long as it does not deviate too far from the tri-party agreement. He discussed the pros and cons of a roundabout, the main one being that the cost is about double that of other improvements. Additionally, the City will need to acquire some property to accommodate the larger footprint of a roundabout. He also discussed the third access point onto Highland Boulevard; one option is to make it a 'right-in, right-out' intersection. Without the third access point, the distance between the other two accesses is nearly a half-mile.

Council Member Smith asked if there is a name for the third access point. Mr. Bishop stated a name has not yet been identified.

Mayor Ostler then facilitated discussion among the Council regarding the matters raised by Mr. Bishop.

Council Member Scott L. Smith MOVED to extend the meeting to 10:45 pm.

Doug Cortney SECONDED the motion.

All voted in favor, except Council Member Kim Rodela. The motion passed.

Mayor Ostler invited input from a representative of Horrock's Engineering regarding the roundabout. Mike Seeley of Horrocks Engineering stated that he prefers roundabouts, but he did acknowledge that they are much more costly and have a larger footprint. They are safer for pedestrians, which is typically a major concern for cities. Council Member Cortney stated he is concerned about school children being required to navigate a roundabout in their commute to school. Mr. Seeley stated that he would suggest crossing guards be used to assist children in crossing the roundabout; additionally, on other portions of the roadway, different types of signals can be used to increase safety of school aged children and other pedestrians. This led to high level discussion among the Council and Mr. Seeley regarding different types of traffic calming measures, after which there was a brief focus on the amount of property the City would need to acquire to build a roundabout rather than a typical intersection. Mr. Seeley indicated the cost of a roundabout is usually about 25 percent higher than for a regular intersection, but that can be further increased based upon the amount of property the City will need to acquire.

Council Member Rodela asked Mr. Seeley his opinion regarding the request for a third access. Mr. Seeley stated that he would recommend the City rely upon its transportation metrics to determine the appropriate number of access points on this type of road. When speed limits are high, as will be the case on Highland Boulevard, he would recommend a great distance between access points. Mr. Spencer agreed and stated that he would recommend access points be located further from the major intersections. Mr. Bishop stated that his traffic study took the City's standards into consideration.

Mayor Ostler polled the Council to determine if they support a roundabout or a typical intersection. All Council Members voiced support for a roundabout. Mayor Ostler asked if there are concerns regarding the Grant Avenue access and if a light is needed at that location. Mr. Spencer stated that a light is programmed for the area by the year 2050; traffic control will be needed at some point in the future. Mayor Ostler asked if the Council wants to require D.R. Horton to participate in the cost of that improvement at this time, or if they are comfortable waiting up to 20 years for the signal to be installed. The Council supported moving forward and letting D.R. Horton have access to Grant Avenue, with a provision for a roundabout at that area at some point in the future. Mayor Ostler polled the Council regarding the center medians, with all Council Members voicing support for the center medians. Finally, Mayor Ostler polled the Council regarding the third access point. Council Member Campbell stated he is reluctant to grant the third access. Council Members Cortney, Rodela, Bills, and Smith indicated they are comfortable with the access if it is a 'right-in, right-out' access.

Mr. Spencer advised the Council that it will eventually be necessary to discuss more improvements on SR-92; this development will add 6,000 trips to the corridor, but there will be even more increased traffic in the future as the area continues to develop in other cities. He stated that the runaway truck issue needs to be addressed eventually. The Council indicated they would like acceleration/deceleration lanes on the road as an additional traffic calming measure.

Council Member Doug Cortney MOVED to extend the meeting to 11:10 pm

Council Member Ron Campbell SECONDED the motion.

All voted in favor, except Council Members Kim Rodela and Brittney P. Bills. The motion passed.

b. Cedar Hollow Holdings Property on 6800 West near 10050 North Land Use (Legislative)

Andy Spencer, City Engineer/Public Works Director

The City Council will discuss a request by Cedar Hollow Holdings to allow a portion of their property to de-annex from Highland City and annex to Lehi City and provide feedback to Cedar Hollow Holdings.

requested that the City allow a portion of their property to be located Lehi City. The property is bordered on the south and west by Lehi City. The property is entirely within Highland City, except for a small portion shown with a cul-de-sac on the southerly boundary. He presented aerial images and conceptual plans for the area to identify the proposal of Cedar Hollow Holdings. He noted staff is not opposed to the applicant's request provided an interlocal agreement is signed with Lehi City and Cedar Hollow to ensure that final subdivision plans are in conformity with an agreed upon layout. All Highland City lots will need to comply with Highland City development code and the parkway detail will need to be constructed along 6800 West frontage. Staff supports the plan alternative showing a roadway connection to 6800 West at 10050 North.

Council Member Smith stated that the Council has had discussions recently about needing to issue at least 21 building permits this year in order to cover debt service for outstanding bonds; he is unsure why the City would support a proposal that would shift that revenue to another City. He would rather accommodate the desired density on the area of the property that is within Highland City to realize the benefits of the impact fees. Council Member Campbell agreed and noted that the residents of this development will be using Highland infrastructure, so the City should realize the benefit of the development.

Mayor Ostler invited input from the applicant.

Tony Trane, Cedar Hollow Holdings, stated that the difficulty in locating all units in Highland is to provide appropriate sewer service; if a solution could be found, he would be happy to keep all density within Highland. There was brief discussion about the zoning designation that would make it possible to keep all units in Highland, with Council Members Smith and Campbell noting they support a different zone that would accommodate the density. Mr. Trane stated he will work on a design that would address the sewer issue and keep all density in the City. Council Member Rodela stated that she would like to ensure the R-140 lot sizes will be used as a buffer between the smaller lots and surrounding properties. Mr. Trane stated he will take that into consideration as he is adjusting the concept for the project. He will work with staff to make the changes suggested and come back to the Council for continued discussion.

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. Mountain Ridge Phase II Amenities *Erin Wells, City Administrator*

City Administrator Wells presented a document listing the amenities that have been identified for Mountain Ridge Park and noted that estimates for certain items have increased since the last time the City solicited bids. She asked that the Council prioritize the amenities in order for staff to begin working on a formal estimate. She added that during the last meeting, a resident recommended a splash pad for the park, and she reached out to Cedar Hills to learn their costs for the splash pad they recently built; they indicated their splash pad was \$600,000, but they suggested she plan for \$1 million. She has listed the amenity at \$700,000, but she noted there will be ongoing maintenance/staff costs for a splash pad. Ms. Wells prepared a Council survey for each Council Member to vote on their priorities; she will email the survey to all Council Members, and she asked them to rank items according to what they consider 'essential' or 'important'.

b. Legislative Updates *Kurt Ostler, Mayor*

Mayor Ostler provided a brief report to the Council regarding legislation currently being considered by the State Legislature, including bills regarding public safety, road fees, employee compensation, homelessness services,

building permitting, housing maintenance, borrowing funds from the Public Treasurers Investment Fund (PTIF), law enforcement in schools, modular construction, transgender bathrooms, requiring unincorporated properties to annex into cities, election administration, and authorities of the Property Rights Ombudsman.

c. Planning Commission Report *Rob Patterson, City Attorney*

City Attorney Patterson reported the Planning Commission recently considered a 20-unit subdivision, which included three pages of stipulated conditions which they were comfortable with.

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

Council Member Scott L. Smith 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 11:11 pm.

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on February 6, 2024. This document constitutes the official minutes for the Highland City Council Meeting.

Stephannie Cottle, CMC
City Recorder



HIGHLAND CITY

HIGHLAND CITY COUNCIL MINUTES

TUESDAY, FEBRUARY 20, 2024

Waiting Formal Approval

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

VIRTUAL PARTICIPATION



YouTube Live: <http://bit.ly/HC-youtube>



Email comments prior to meeting: council@highlandcity.org

6:00 PM WORK SESSION

a. Campaign Finance Code Update & OPMA Training *Rob Patterson, City Attorney*

The meeting was called to order by Mayor Kurt Ostler as a work session at 6:07 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting.

PRESIDING: Mayor Kurt Ostler

COUNCIL MEMBERS: Brittney P. Bills - present
Ron Campbell - present
Doug Cortney - present
Kim Rodela - present
Scott L. Smith - present

CITY STAFF PRESENT: City Administrator Erin Wells, City Attorney Rob Patterson, City Recorder Stephanie Cottle, City Engineer/Public Works Director Andy Spencer

OTHERS PRESENT: Jon Hart, Liz Rice

City Attorney Patterson used the aid of a PowerPoint presentation to provide the Governing Body with the annually required training on the State of Utah Open and Public Meetings Act (OPMA); his presentation provided information on matters such as the definition of a meeting – both public and closed; records that are considered public and accessible pursuant to the Government Records Access and Management Act (GRAMA); accepting public comment; conducting public hearings; preparation of agendas and minutes for open and public meetings; and discussing items that are not included on a meeting agenda. He concluded the basic intent of the OPMA is to ensure that governing bodies ‘take their actions openly and conduct their deliberations openly’. Throughout Mr. Patterson’s presentation, he engaged in discussion with the Mayor and Council regarding whether the OPMA addresses matters such as receiving a presentation from the public or an applicant; whether to respond to a topic raised by the public during a meeting if that topic is not included on the agenda posted for the meeting; and the power of the Council to add an item to an agenda; and when it is necessary to post a notice of quorum if three or more Council Members will be in the same location/meeting. Mr. Patterson noted that for items that are not

addressed in the OPMA, the Council can adopt their own rules of order and procedure to govern proceedings of their meetings. The Council indicated they would like a discussion item on their next meeting agenda to discuss their rules of order and procedure.

Mr. Patterson then used the aid of a PowerPoint presentation to provide the Governing Body with an update regarding the Campaign Finance Code; State law provides default rules for financial disclosures in a municipal election. The law authorizes cities to enact additional regulations and Administration would like feedback from the Council regarding items that could be addressed in a City campaign finance ordinance, including:

- City can adopt regulations and restrictions regarding campaign finances, including donations and reporting
- Because political funding is a form of expression, the City's regulations must be time/place/manner or meet strict scrutiny (compelling interest and least restrictive means) that avoid treating similar persons differently based on speech
- Expansion of existing finance disclosure and conflict of interest laws are "safe" regulations to impose
- Additional Finance Disclosures
 - Current is 28/7 days before and 30 days after municipal election
 - Can add weekly/biweekly reporting as election nears
 - Can add annual reporting for campaign accounts with funds
- Anonymous donation limits? Currently \$50
- Restrict donations from persons/entities regulated by City, seeking approval from City, or contracting with City
 - Time limit on when donations restricted: 30-90 days prior to election
 - Recency concern? Sought approval within 1/6/12 months
- Examples of potential donor restrictions
 - Current/future/past developers (MNG, Patterson, DR Horton, Ivory, Boyer, Millhaven, Lennar, David Weekly, Edge)
 - Home Builders Association, Real Estate Association, Realtors Association
 - City contractors (Engineers, Consultants)
 - Residents seeking to buy open space, seek a variance, or adjustment to impact and other fees
 - Owners or officers in entities, parent/subsidiary companies

Council Member Rodela asked if Administration reviewed campaign finance ordinances in other cities. Mr. Patterson stated he is not familiar with the policies of other cities but can research specific matters if the Council so directs.

Council Members Campbell and Cortney indicated they are interested in enacting policies that address campaign donations from active business owners or developers. Council Member Smith stated he is also willing to consider that matter, but is not concerned with the other items listed in Mr. Patterson's presentation.

7:00 PM REGULAR SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Mayor Kurt Ostler

Pledge of Allegiance: Council Member Kim Rodela

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:06 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 Mayor Kurt Ostler and those in attendance were led in the Pledge of Allegiance by Council Member Kim Rodela.

PRESIDING: Mayor Kurt Ostler

COUNCIL MEMBERS: Brittney P. Bills - present
Ron Campbell - present
Doug Cortney - present
Kim Rodela - present
Scott L. Smith - present

CITY STAFF PRESENT: City Administrator Erin Wells, Assistant City Administrator/Community Development Director Jay Baughman, City Attorney Rob Patterson, City Recorder Stephannie Cottle, Finance Director David Mortensen, City Engineer/Public Works Director Andy Spencer, Parks Superintendent Josh Castleberry, Police Chief Brian Gwilliam, Fire Chief Brian Patten

OTHERS PRESENT: Jon Hart, Wesley Warren, Daniel Schmidt, Thomas Lehnardt, Liz Rice, Brad Walton, Linda Walton

1. UNSCHEDULED PUBLIC APPEARANCES

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

There were no public comments.

2. CONSENT ITEMS

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

- a. **ACTION: Approval of Meeting Minutes** *General City Management*
Stephannie Cottle, City Recorder
January 16, 2024 and January 31, 2024
- b. **ACTION: Planning Commission Appointments** *General City Management*
Jay Baughman, Assistant City Administrator/Community Development Director
The City Council will consider the Mayor's request to ratify the reappointment of Jerry Abbott and Trent Thayn as Planning Commissioners. Debra Maughan will be moved from Commissioner Alternate to the regular seat formerly held by Jay Roundy. Wesley Warren and Sherry Kramer will be appointed to Alternate Commissioner seats.
- c. **ORDINANCE: Contract for City Attorney/Planning and Zoning Administrator** *General City Management*
Erin Wells, City Administrator
The City Council will consider approving the employment contract for Rob Patterson to serve as the City Attorney and Planning and Zoning Administrator.

Council Member Bills asked to pull item 2a from the consent agenda; she offered a correction to the January 16, 2024 minutes to correct a name of a participant from Naomi Sorensen to Dyami Sorensen. Council Member Cortney also asked for a correction to page 13 of the January 16, 2024 minutes to change the words 'fear of judgement' to 'fear or judgement'.

Council Member Doug Cortney MOVED that the City Council approve consent item 2a, the approval of meeting minutes from January 16, 2024 and January 31, 2024, with corrections as discussed.

Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

Council Member Smith pulled agenda items 2b and 2c from the consent agenda. He referenced language in the contract for City Attorney/Planning and Zoning Administrator and asked for an explanation of the terms misfeasance, malfeasance, and nonfeasance. City Attorney Patterson stated these are somewhat archaic terms, but they are different ways of describing a violation of the duties of an office of the City; misfeasance is comparable to gross negligence, malfeasance is an intentional dereliction of duties, and nonfeasance is recklessness. Technically, all City officers are subject to these terms. Council Member Smith asked for a definition of the term ‘moral turpitude’. Mr. Patterson stated this is also an archaic term, but usually relates to crimes of sexual or violent nature – something that calls into question the morals of the person committing the crime.

Council Member Scott L. Smith MOVED that the Highland City Council approve the contract for City Attorney/Planning and Zoning Administrator as delineated in the agenda.

Council Member Brittney P. Bills SECONDED the motion.

Council Member Cortney stated that he visited with City Administrator Wells regarding this appointment; in addition to Mr. Patterson’s salary, he also has a budget of \$4,600 per year for subscriptions. He asked what types of subscriptions the City Attorney needs. Mayor Ostler stated that covers training, conferences, and certifications. He added that the City asked another attorney to review this contract before it was recommended to the Council for approval. Council Member Smith added that Mr. Patterson has served as the City Attorney on a contractual basis, but he has also been highly involved in zoning and planning for several months. This seems to be a natural fit for him. Mayor Ostler added that the City did not receive many applications for the planning position that was posted; the City has sufficient funding between that position and the money formerly allocated to the City Attorney contract position to cover the costs associated with this appointment.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</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 passed 5:0.

Relative to item 2b, Council Member Smith expressed appreciation to any member of the community who is willing to serve as a member of the Planning Commission; with recent State Law changes that relate to local land use, the role of the Planning Commission is even more important. Some of the public hearings regarding major developments that could occur in the future in the City will be held by the Planning Commission. He feels it is very important for every member of the Planning Commission to make every effort to be present at Planning Commission meetings. He would also like the Commission to keep in mind the history of Highland when taking

votes and making recommendations to the City Council.

Council Member Cambell added that he would like the alternate members of the Planning Commission to also follow Council Member Smith's advice; it is necessary for them to attend all meetings in the event they are called upon to fill a vacancy.

Council Member Rodela asked if there were just two applicants for the open seats on the Planning Commission. Mayor Ostler answered no and indicated there were six applicants and he visited with all of them. Council Member Rodela stated she has reviewed the roster for the Commission, and it appears that Jerry Abbott has been a member since 2018, which means that he will have served for 10 years when this new appointment expires. She added Trent Thayn will have been a member for seven years when his term expires. As an advocate for term limits, she feels other individuals should be given a chance to participate. Mayor Ostler stated that he feels that some level of continuity is important, especially when there are new members that need guidance or support from tenured members. He has noticed that the current Planning Commission works well together, though they do not always share the same position on matters presented to them.

Council Member Campbell stated that it may be appropriate to consider limiting each appointee to eight years as a maximum length of time they can serve on the Planning Commission. This led to discussion of potential ordinance amendments regarding membership of the Planning Commission and the current make-up of the body.

Council Member Campbell asked if a member of the Planning Commission must refrain from discussing and voting on an item before them if they have a conflict. City Attorney Patterson stated that the City recommends that they recuse themselves and they are not to use their position on the Planning Commission to secure special benefits. Technically, a Planning Commissioner could choose to vote, but he has never experienced a member refusing to recuse themselves when receiving such advice from City staff.

Council Member Smith stated that alternate members serve for one year and he asked if it is typical for them to be reappointed. Mayor Ostler stated that he recommended a one-year term to be able to evaluate if they are attending and engaged as an alternate.

Council Member Smith asked Mayor Ostler if he feels there is adequate diversity of opinion among the recommended appointees and existing Planning Commissioners. Mayor Ostler stated he feels that the makeup of the Planning Commissioners will be diverse, but also even; he is confident they can carry out and apply the General Plan.

Council Member Rodela stated that both Sherry Kramer and Wesley Warren have been very involved in City government, and they are very deserving of this appointment.

Council Member Kim Rodela MOVED that City Council ratify the Mayor's appointment of Jerry Abbott and Trent Thayn to serve four-year terms, Debra Maughan to serve a one-year term on the Planning Commission, and as Alternates, Sherry Kramer and Wesley Warren to serve one-year terms.

Council Member Ron Campbell SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>

Council Member Kim Rodela Yes
Council Member Scott L. Smith Abstain

The motion passed 4:0

3. 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: Town Center Overlay - Signage Amendment Land Use (Legislative)

Rob Patterson, City Attorney

The City Council will discuss a proposal from WPI to allow signage near the access points on 5600 West and Town Center Boulevard for uses in the Town Center Overlay that fall between the two signs.

City Attorney Patterson explained Meier's Meats and other interior uses to the Town Center Overlay retail uses rely upon the access points from Town Center Boulevard and 5600 West as the only access to the development. The businesses are finding that customers are not sure how to access the site now that the frontages are obstructed by other uses. Additionally, Meier's has expressed sales concerns relative to both sight obstructions and competing uses. They feel additional signage is necessary to allow them to compete in the marketplace. The Town Center zone sign regulations permit directional signs, kiosks, and monument signs, but all signs must be on the same property as the commercial uses. WPI is proposing monument signs, which are limited to 42 square feet per side, 6 feet in height, and 2.5 feet in depth, must be between the building and adjacent right of way, cannot be within a right of way, and must be 100 feet from intersections. Under current regulations, no signs for the Town Center Overlay commercial district can be installed along the Rocky Mountain easement on Rocky Mountain property or 5600 West. A code change would be necessary to allow the proposed signage. Because the proposed sign location along 5600 West is on Rocky Mountain Power property, the proposed signage would also require an easement modification with Rocky Mountain Power. WPI has requested City assistance in coordinating the easement modifications, since the City negotiated the easement corridor for the drive access to 5600 West. If Council is interested in considering WPI's proposal, staff will move forward with the negotiations and work with WPI on their proposed code amendment. WPI would be required to submit a text amendment application and pay the \$1,000 fee in order to move ahead with any proposal. Allowing WPI to move ahead would not bind the Council's decision; the Council can still decide to grant, reject, or change any proposed amendment submitted by WPI. Because the City's sign regulations (Development Code 3-707 and Development Code 3-709) are broken down by zone, the City could adopt limited off-premises sign regulations that would be specific to the Town Center Overlay, limiting the impact on other commercial zones. The City could also amend the code to allow off-premises signs for all commercial zones and could adopt restrictions and conditions that would limit how available such signs would be, if desired. These types of adjustments (zone-specific or all zones with/without conditions) could also be done for any other sign regulation. Below are some examples of potential limitations on off-premises signs:

1. The sign may be off-premises, but must be no further than 400 feet, map distance, from the commercial property/uses to which it relates.
2. Only one or two off-premises sign may be installed per zone
3. Permitted signs must be monument signs only (low, short wall-type signs like the current Meiers/Wendy's signs along SR-92).
4. The sign may only advertise commercial uses that are at least 200 feet, map distance, from a dedicated public right of way.

Other potential conditions would be researched and could be considered if the application moves ahead. At this point, staff and WPI are looking for direction on whether this is something worth pursuing. Staff recommends the Council discuss the proposal and provide guidance to staff if an amendment to the signage code is something the Council would like to discuss further in a future meeting.

Council Member Campbell stated he was initially concerned, but he does like the concept that has been presented. He believes Meier's needs more visibility and is comfortable with them working out the details of their signage with others who are vested in the WPI property. This led to review and discussion of the existing signage in the area and the appropriate locations for additional signage, with Council Member Rodela indicating she is willing to do whatever is needed to help the businesses in this area advertise appropriately and be successful. Council Member Smith stated he also wants to help businesses be successful, but there has been a lot of thought put into the City's signage regulations and he wants to ensure attractive, conservative, and consistent signage.

Mayor Ostler invited input from the applicant. Damon Schmidt, WPI representative, stated that he feels the project area is evolving and there are now some side streets, and the tenants would like the ability to advertise on those streets as well. He stated that he respects the City's signage ordinances and agrees consistency and attractiveness of signage is necessary.

Mayor Ostler asked if the Council feels a seven-foot sign is too tall. He also asked if Meiers is going to share some of the signage space. Mr. Schmidt stated that there is a monument sign in front of Wendy's, but there is another sign in front of the middle pad where Fiiz is located, and Meier's has been given the opportunity to advertise on signage that will be located in that area. Essentially, signage will be consolidated, and the three monument signs will be consolidated to two signs.

Mayor Ostler stated that he worries about large signs on the side roads, and he would prefer more of a directional sign in that area. Council Member Campbell agreed and noted he would prefer to consider signage regulations per site rather than change signage standards for the entire zone. Council Member Rodela stated she wants to be consistent and offer the same options for any property with the same zoning as this property. This led to high-level philosophical discussion about appropriate heights and sizes of monument signs. Mayor Ostler summarized the Council's direction to staff that they are willing to consider some adjustment to signage regulations for the site. Mr. Patterson stated staff will work with the applicant to get their application formally submitted and it will first be presented to the Planning Commission before it comes back to the City Council.

4. 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. Parks, Trails, and Sidewalks Snow Clearing Expectations & Ridgeview Maintenance Agreement** *General City Management*
Andy Spencer, City Engineer/Public Works Director

City Engineer/Public Works Director Spencer stated that in recent weeks and months there have been conversations in the public realm as well as between the City and other property owners in the community regarding who is responsible for snow removal of certain spaces and the prioritization of snow removal throughout the City. He stated that Parks Superintendent Castleberry has developed a document that is used by the City's snow removal team to prioritize snow removal at City properties. Mr. Castleberry provided a review of the document, noting that clearing trails after a snowstorm is a priority and he summarized the schedule for removing snow from primary trail corridors and discussed the available staff and equipment for that service. Mr. Spencer noted that the Department could use additional employees to complete snow removal in a manner that would please the public. This led to discussion among staff, the Mayor, and Council about the desired level of service for the City to provide following a snowstorm in the community. Council Member Smith stated that he believes the City is doing a great job at the present time to remove snow within a timely and realistic manner. He does not want to allocate additional resources based on some

negative feedback on social media and he would rather try to educate the public on the City's timeframe for responding to a snowstorm and things that they could do to help remove snow in a timely manner. Council Members Rodela and Bills agreed; they thanked the Public Works Department for effective prioritization of snow removal and for timely response to areas such as school bus-stops and crossing areas.

There was brief discussion about the use of Mountain Ridge Park since it was opened and maintenance needs that the City has noticed. Mr. Castleberry addressed some vandalism and a significant amount of food trash and debris left behind at the park.

Mayor Ostler refocused the discussion on snow removal service in the City; Council Member Cambell asked if the City has any liability if snow is not removed from an area of the City and there is a vehicle accident as a result. City Attorney Patteson stated that the City's liability increases in instances when the City is aware of recurring issues at a specific location and fails to act to address the situation.

Council Member Cortney suggested advertisement of a color-coded map that illustrates the snow removal priorities of the City; this type of map may be more easily read and understood by resident.

Mr. Spencer then referenced past discussion of a maintenance agreement with The Boyer Company for the Ridgeview project area; Boyer thought that the City was performing snow removal in certain areas, but the City understood differently. He stated that the City expected to take care of the area on North County Boulevard and 10100 North, but The Boyer Company has asked that the City also perform snow removal on sidewalks on Canal Boulevard. The Homeowners Association (HOA) will take care of snow removal on all the interior streets. He stated that the maintenance agreement has not yet been finalized and he would like the Council to consider the appropriate areas for the City to maintain before The Boyer Company comes forward with a formal request. The Council discussed the matter and their understanding of past discussions with The Boyer Company. The Council concluded no formal commitments were made by the City and there was never a discussion about cleaning the sidewalks around that project area. They expressed hesitation relative to entering into an agreement for maintenance of private property and placing removal of snow on these sidewalks at a higher priority than other City-maintained areas.

b. Beautification Committee *Doug Cortney, Council Member*

Council Member Cortney presented the resolution by which the Beautification Committee was created in 2014 and the bylaws that have been created for the Committee. He stated the intent of an ad-hoc committee is for it to be short-term and to be dissolved when they have accomplished their goals or completed a specific project. He stated that the Beautification Committee is working on ongoing projects, and he suggested that it be converted to a long-term Committee. The Chair recently resigned, and it is necessary to find a new Chair and other Committee members. If there are not sufficient volunteers to fill the seven seats on the Committee, he will come back to the Council for more discussion and other considerations. The Mayor and Council supported Council Member Cortney's recommendation.

Mayor Ostler stated he was actually contacted by a resident who is interested in beautification of the community, and he asked that resident, Brad Walton, for his input. Mr. Walton stated that he has been a resident of Highland for 33 years and he is interested in beautification of Highland Boulevard north of SR-92 where there are several islands that have never been finished. It appears that the area has been abandoned and this is a terrible entrance into the City. Council Member Campbell stated it was his understanding that the project was supposed to be completed by the developer of that area. Mr. Spencer stated that there may be some opportunity for a developer to complete the improvements in the future as the rest of the area develops. Mr. Walton stated he understands the situation, but the current conditions have persisted for nearly 10 years, and he wants to proceed with implementing a solution to the problem. He has commitments from several of his neighbors that are willing to pay for stone or aggregate to fill the islands if the City is willing to install it. Mayor Ostler advised that Mr. Spencer work with Mr.

Walton and with Council Member Cortney on other beautification efforts in the City. Council Member Campbell encouraged Mr. Spencer to also reach out to developers in the area to determine their level of commitment to getting the project completed.

c. General Plan Amendment - 4800 W *Andy Spencer, City Engineer/Public Works Director*

City Engineer/Public Works Director Spencer reported there is a neighborhood meeting scheduled for tomorrow at 7:00 p.m. to discuss potential impacts to property owners on 4800 West associated with a pending General Plan amendment.

d. Upcoming Budget Meeting Dates *Erin Wells, City Administrator*

City Administrator Wells reviewed the calendar of upcoming budget meetings; a budget work session will be held April 30 at 6:00 p.m., an open house will be held May 8 from 5:00 p.m. to 8:00 p.m., and the tentative budget will be presented during the May 15 City Council meeting.

e. Legislative Updates *Kurt Ostler, Mayor*

Mayor Ostler briefly reported on the status of three legislative matters, including Senate Bill (SB) 367, Public Safety matters; House Bill (HB) 465 Housing Affordability; and HB572, the Public Treasurers Investment Fund (PTIF). He stated the coming week is critical in the legislative session and he asked that the Council reach out to him or City staff with any questions or recommendations regarding items that may impact the City.

Council Member Bills asked that the City monitor the micro-schools bill that could be problematic for the City. Ms. Wells stated she believes the Utah League of Cities and Towns (ULCT) has negotiated a substitute bill.

Council Member Campbell voiced his disappointment that the State Legislature has worked to remove certain authorities from local government entities.

Chief Gwilliam reported on legislation regarding school safety; the bill requires that some type of security personnel be located on the campus of each school facility in the community. As the bill is currently written, the school district will be responsible for hiring and employment of the individuals, but the responsibility is on the local public safety agency to equip and train the personnel to perform adequate security inside of a school. If the bill passes, the school district will need to employ six or seven new employees in Highland and Alpine to comply with the new law before the start of the next school year. There is a \$6.5 million fiscal note associated with the bill, but that will not cover all costs of complying with the law.

City Administrator Wells reported on SB185 relative to third party building inspectors; the ULCT is pushing for an adjustment to the law that only allows for third party inspection when the City is not able to perform an inspection within three days.

Council Member Smith stated that if the Council wants to provide any concerns they have to him, he can text Senator Kennedy directly and he has been a great supporter of the Highland community. Mayor Ostler noted that he has also reached out to other elected representatives for Highland City, and they have been very responsive as well.

5. CLOSED SESSION

The City Council may recess to convene in a closed session to discuss items, as provided by Utah Code Annotated §52-4-205.

There was no closed session.

ADJOURNMENT

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

The meeting adjourned at 9:26 pm.

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on February 20, 2024. This document constitutes the official minutes for the Highland City Council Meeting.

Stephannie Cottle, CMC
City Recorder



CITY COUNCIL AGENDA REPORT

ITEM #3a

DATE: March 12, 2024
TO: Honorable Mayor and Members of the City Council
FROM: David Mortensen, Finance Director
SUBJECT: Fiscal Year 2023-2024 Mid-Year Budget Adjustments
TYPE: General City Management

PURPOSE:

The City Council will consider amending the fiscal year 2023-2024 budget for various items as shown in the attached exhibit.

STAFF RECOMMENDATION:

Staff recommends adoption of the resolution amending the Highland City fiscal year 2023-2024 budget as shown in the attached exhibit and presented by staff.

PRIOR COUNCIL DIRECTION:

Council has given approval for many of these adjustments in previous Council meetings.

BACKGROUND:

State code allows municipalities to amend their fiscal year budget throughout the year as needed. With the help of administration and other staff, the Finance Department has prepared a list of requested amendments to the budget as shown in the attached exhibit.

FISCAL IMPACT:

The proposed budget adjustments affect multiple funds, including the General Fund, Open Space Fund, Cemetery Perpetual Fund, Parks Capital Improvement Fund, Building Capital Improvement Fund, Town Center Exaction Fee Fund, Sewer Fund, Pressurized Irrigation Fund, Culinary Water Fund, and Utility Transportation Fund. The projected impact of these adjustments, when added to the existing budget amounts already adopted, on the fund balance of each of the listed funds is as follows:

General Fund - \$217,973 decrease in fund balance from \$5,443,273 to \$5,225,300.

Open Space Fund - \$449,846 decrease in fund balance from \$449,846 to \$0.

Cemetery Perpetual Fund - \$70,917 increase in fund balance from \$29,021 to \$99,938.

Parks Capital Improvement Fund - \$3,027,100 decrease in fund balance from \$7,133,406 to \$4,106,306.

Building Capital Improvement Fund - \$1,793,000 increase in fund balance from \$1,182,038 to \$2,975,038.

Town Center Exaction Fee Fund - \$200,000 decrease in fund balance from \$278,383 to \$78,383.

Sewer Fund - \$81,258 decrease in fund balance from \$2,308,718 to \$2,227,460.

Pressurized Irrigation Fund - \$1,336,437 decrease in fund balance from \$5,302,774 to 3,966,337.

Culinary Water Fund - \$20,006 decrease in fund balance from \$1,425,092 to \$1,405,086.

Utility Transportation Fund - \$500,000 decrease in fund balance from \$539,596 to \$39,596.

MOTION:

I move that City Council adopt the resolution amending the Highland City fiscal year 2023-2024 budget as shown in the included exhibit and as presented by staff.

ATTACHMENTS:

1. R-2024- Amending the Fiscal Year 2023-2024 Highland City Budget
2. FY24 Mid-year Budget Adjustments 3-12-24

RESOLUTION NO: R-2024-

**A RESOLUTION OF THE HIGHLAND CITY COUNCIL, HIGHLAND CITY, UTAH, AMENDING THE FISCAL
YEAR 2023-2024 CITY BUDGET**

WHEREAS, Utah Law allows for the amendment of the budgets of municipalities to reflect changes in revenues and expenditures and to make transfers between departments to meet the best interests of the municipality; and

WHEREAS, Highland City has complied with the notice and public hearing requirements of the Utah Law in considering an amendment of its 2023-2024 fiscal year budgets; and

WHEREAS, the City Council of Highland City has determined that an amendment to its fiscal year 2023-2024 budget is in the best interest of Highland City and its residents and in order for the budget to match the actual revenues and expenditures of the City.

NOW THEREFORE, IT IS HEREBY RESOLVED that the amended Highland City Budget as attached hereto, for the 2023-2024 fiscal year of Highland City, Utah are hereby adopted. In addition, any amount in the General Fund previous year's Fund Balance in excess of thirty-five percent (35%) of the estimated revenues shall be transferred to the Highland City Capital Roads Fund, Capital Park Fund or Capital Building Fund as specified in Utah Code Annotated section 10-6-116.

ADOPTED AND RESOLVED by the City Council of Highland City, Utah, this 12th day of March, 2024.

HIGHLAND CITY, UTAH

Kurt Ostler
Mayor

ATTEST:

Stephannie Cottle
City Recorder

COUNCIL MEMBER	YES	NO
Brittney P. Bills	☐	☐
Ron Campbell	☐	☐
Kim Rodela	☐	☐
Doug Cortney	☐	☐
Scott L. Smith	☐	☐

Highland City
Mid-Year Budget Adjustments
Fiscal Year 2023-2024

General Fund - \$5,443,273 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
10-30-91	Transfer From Oth Fin Sources	General Fund	Revenue	One-time	1,161,860	(212,860)	949,000	Adjust Transfer from Cemetery Fund to General Fund	Adjusted based on FY2023 actuals - current year transfer should be surplus from operating revenues less operating expenditures for the prior year.	Transfer From Cemetery Perpetual Fund	N/A
10-33-56	Class "C" Road Fund Allotment	General Fund	Revenue	Ongoing	1,000,000	(25,000)	975,000	B&C Revenue	B&C Revenue	B&C Road Revenues	10/17/2023
10-33-57	County Option Hwy/Transit Tax	General Fund	Revenue	Ongoing	375,000	75,000	450,000	5th 5th County Option	Adjusting for new tax that will be collected starting in January 2024	County Gas Tax	N/A
10-39-90	PY Carryover Budgeted	General Fund	Revenue	One-time	-	217,973	217,973	Use of General Fund Balance	One-time use of fund balance due to removal of Cemetery Perpetual Fund Transfer	General Fund Balance	N/A
Total Change in Revenue						\$ 55,113					
10-43-28	Telephone	General Fund	Expenditure	Ongoing	19,500	1,500	21,000	Internet at Mountain Ridge Park	Cost of internet service at Mountain Ridge Park	General Fund Net Revenue	N/A
10-43-49	Supplies & Expenses City Adm	General Fund	Expenditure	Ongoing	2,000	8,000	10,000	Staff Christmas Party	Shown here instead of in revenue line item	General Fund Net Revenue	N/A
10-43-51	Insurance & Surety Bonds	General Fund	Expenditure	Ongoing	61,831	5,169	67,000	Insurance	Insurance premium increases	General Fund Net Revenue	N/A
10-45-31	Professional & Technical Serv	General Fund	Expenditure	One-time	20,000	6,000	26,000	Finance consulting	Finance consulting & audit preparation	General Fund Net Revenue	Not previously approved by Council
10-53-26	Website	General Fund	Expenditure	One-time	-	5,100	5,100	Monsido	Website update and ADA software	General Fund Net Revenue	N/A
10-53-27	Special Projects	General Fund	Expenditure	One-time	-	6,500	6,500	Alcohol Outreach	Communication related to alcohol law change	General Fund Net Revenue	8/1/2023
10-53-27	Special Projects	General Fund	Expenditure	One-time	6,500	1,000	7,500	Council Candidate Vacancy	Communication related to Council vacancy	General Fund Net Revenue	8/1/2023
10-53-28	Telephone	General Fund	Expenditure	Ongoing	-	300	300	Communications Coordinator	Cell phone for Communications Coordinator	General Fund Net Revenue	N/A
10-57-31	Lone Peak Public Safety Dist	General Fund	Expenditure	Ongoing	2,185,542	36,240	2,221,782	Fire FT Wages 5% Mid-Year Increase	5% FT wages increase approved by Lone Peak Board on 2/14/24	General Fund Net Revenue/Fund Balance	Not previously approved by Council
10-70-38	Trail Maintenance	General Fund	Expenditure	One-time	135,000	27,000	162,000	Wimbledon Trail Improvements	Wimbledon trail improvements	Open Space sale proceeds	6/21/2022
Total Change in Expense						\$ 96,809					
Surplus/Deficit						\$ (41,696)	*Sufficient Budgeted Net Revenue to Cover This Deficit				
Projected Ending Fund Balance						\$ 5,225,300					

Open Space Fund - \$449,846 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
20-39-90	PY Carryover Budgeted	Open Space Fund	Revenue	One-time	-	449,846	449,846	Transfer Remaining Open Space Fund Balance to Building Capital Improvement	Transfer of remaining Open Space Fund balance to help pay for Parks Maintenance Building	Open Space Fund Balance	1/18/2024
20-36-10	Interest Earnings	Open Space Fund	Revenue	One-time	-	20,154	20,154	Interest Earnings	Projected interest earnings based on FY24 trend	Interest Earnings	N/A
Total Change in Revenue						\$ 470,000					
20-90-90	Transfer To Other Funds	Open Space Fund	Expenditure	One-time	-	470,000	470,000	Transfer Remaining Open Space Fund Balance to Building Capital Improvement	Transfer of remaining Open Space Fund balance to help pay for Parks Maintenance Building	Open Space Fund Balance	1/18/2024
Total Change in Expense						\$ 470,000					
Surplus/Deficit						\$ -					
Projected Ending Fund Balance						\$ -					

Cemetery Perpetual Fund - \$29,021 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
21-32-01	Cemetery Lot Sales	Cemetery Perpetual Fund	Revenue	Ongoing	400,000	(50,000)	350,000	Cemetery Lot Sales	Adjusted based on current FY2024 trends	Cemetery Net Revenue	N/A
21-39-90	PY Carryover Budgeted	Cemetery Perpetual Fund	Revenue	One-time	212,860	(212,860)	-	Adjust Transfer from Cemetery Fund to General Fund	Adjusted based on FY2023 actuals - current year transfer should be surplus from operating revenues less operating expenditures for the prior year.	Cemetery Perpetual Fund Balance	N/A
Total Change in Revenue						\$ (262,860)					
21-43-36	GIS Maint & Software	Cemetery Perpetual Fund	Expenditure	One-time	1,500	5,100	6,600	Cemetery Software	Cemetery digital mapping software	Cemetery Net Revenue	N/A
21-43-69	Office Equipment/IT	Cemetery Perpetual Fund	Expenditure	One-time	1,200	1,300	2,500	Cemetery Presentation Equipment	Cemetery presentation equipment	Cemetery Net Revenue	N/A
21-43-74	Capital Outlay	Cemetery Perpetual Fund	Expenditure	One-time	48,000	20,000	68,000	Cemetery Building	Cemetery building to house equipment, provide meeting space for customers	Cemetery Net Revenue	11/7/2023
21-90-90	Transfer to General Fund	Cemetery Perpetual Fund	Expenditure	One-time	212,860	(212,860)	-	Adjust Transfer from Cemetery Fund to General Fund	Adjusted based on FY2023 actuals - current year transfer should be surplus from operating revenues less operating expenditures for the prior year.	Cemetery Perpetual Fund Balance	N/A
Total Change in Expense						\$ (186,460)					
Surplus/Deficit						\$ (76,400)	*Sufficient Budgeted Net Revenue to Cover This Deficit				
Projected Ending Fund Balance						\$ 99,938					

Parks Capital Improvement Fund - \$7,133,406 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
40-39-90	PY Carryover Budgeted	Parks Capital Improvement Fund	Revenue	One-time	1,027,100	2,000,000	3,027,100	Mountain Ridge Park	Adjusted to capture expected spend in FY2024	Parks Capital Improvement Fund Balance	12/5/2023
Total Change in Revenue						\$ 2,000,000					
40-40-78	Mountain Ridge Park	Parks Capital Improvement Fund	Expenditure	One-time	1,000,000	2,000,000	3,000,000	Mountain Ridge Park	Adjusted to capture expected spend in FY2024	Parks Capital Improvement Fund Balance	12/5/2023
Total Change in Expense						\$ 2,000,000					
Surplus/Deficit						\$ -					
Projected Ending Fund Balance						\$ 4,106,306					

Building Capital Improvement Fund - \$1,182,038 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
42-30-94	Transfer From Other Funds	Building Capital Improvement Fund	Revenue	One-time	-	470,000	470,000	Transfer Remaining Open Space Fund Balance to Building Capital Improvement	Transfer of remaining Open Space Fund balance to help pay for Parks Maintenance Building	Open Space Fund Balance	1/18/2024
Total Change in Revenue						\$ 470,000					
42-40-67	New Parks Maintenance Bldg	Building Capital Improvement Fund	Expenditure	One-time	1,850,000	(1,350,000)	500,000	Parks Mainteance Building	Portion constructed in FY25 not FY24	Open Space Fund Balance	N/A
Total Change in Expense						\$ (1,350,000)					
Surplus/Deficit						\$ 1,820,000					
Projected Ending Fund Balance						\$ 3,002,038					

Town Center Exaction Fee Fund - \$278,383 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
44-39-90	PY Carryover Budgeted	Town Center Exaction Fee Fund	Revenue	One-time	-	200,000	200,000	Mountain Ridge Park	Transfer exaction balance to Mountain Ridge Park	Town Center Exaction Fee Fund Balance	3/21/2023
Total Change in Revenue						\$ 200,000					
44-90-90	Transfer to Capital Imp Fund	Town Center Exaction Fee Fund	Expenditure	One-time	-	200,000	200,000	Mountain Ridge Park	Transfer exaction balance to Mountain Ridge Park	Town Center Exaction Fee Fund Balance	3/21/2023
Total Change in Expense						\$ 200,000					
Surplus/Deficit						\$ -					
Projected Ending Fund Balance						\$ 78,383					

Sewer Fund - \$2,308,718 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
52-38-95	PY Carryover Budgeted	Sewer Fund	Revenue	One-time	-	81,258	81,258	Use of Sewer Fund Balance	One-time use of fund balance for insurance, transfer to Mountain Ridge Park, and Sewer Lining Project	Sewer Fund Balance	N/A
Total Change in Revenue						\$ 81,258					
52-40-20	Insurance Expense	Sewer Fund	Expenditure	Ongoing	8,070	1,930	10,000	Insurance	Insurance premium increases	Sewer Fund Balance	N/A
52-40-73	Capital Expenses/Projects	Sewer Fund	Expenditure	One-time	160,856	22,328	183,184	Utility Enterprise Transfers to Mountain Ridge	Utility Enterprise Transfers to Mountain Ridge	Sewer Fund Balance	3/21/2023
52-40-73	Capital Expenses/Projects	Sewer Fund	Expenditure	One-time	183,184	57,000	240,184	Sewer Lining Project	2,284 feet of 8-foot sewer liner in the area of 5100 W and 11100 N and 1305 feet of an 80foot and 140 feet of 10-foot sewer liner in the Alpine Country Club Area. Total cost is \$213,140.	Sewer Fund Balance	2/6/2024
Total Change in Expense						\$ 81,258					
Surplus/Deficit						\$ -					
Projected Ending Fund Balance						\$ 2,227,460					

Pressurized Irrigation Fund - \$5,302,774 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
53-38-90	Grant Revenue	Pressurized Irrigation Fund	Revenue	One-time	3,000,000	(1,700,000)	1,300,000	PI Meter Project	Adjusted to reflect lower spend in FY2024 than originally budgeted (will be spent in FY2025)	Grant Revenue	11/1/2022
53-38-95	PY Carryover Budgeted	Pressurized Irrigation Fund	Revenue	One-time	2,554,196	(1,217,759)	1,336,437	PI Meter Project and 6000 West Pump Station	Adjusted to reflect lower spend in FY2024 than originally budgeted (will be spent in FY2025)	Pressurized Irrigation Fund Balance	N/A
Total Change in Revenue						\$ (2,917,759)					
53-40-50	Grant Expenditures	Pressurized Irrigation Fund	Expenditure	One-time	4,050,000	(1,550,000)	2,500,000	PI Meter Project	Adjusted to reflect lower spend in FY2024 than originally budgeted (will be spent in FY2025)	Pressurized Irrigation Fund Balance	9/5/2023
53-40-60	Capital Expenses/Projects	Pressurized Irrigation Fund	Expenditure	One-time	2,132,699	14,940	2,147,639	Utility Enterprise Transfers to Mountain Ridge	Utility Enterprise Transfers to Mountain Ridge	Pressurized Irrigation Fund Balance	3/21/2023
53-40-60	Capital Expenses/Projects	Pressurized Irrigation Fund	Expenditure	One-time	2,147,639	(1,382,699)	764,940	6000 West Pump Station	Adjusted to reflect lower spend in FY2024 than originally budgeted (will be spent in FY2025)	Pressurized Irrigation Fund Balance	10/17/2023
Total Change in Expense						\$ (2,917,759)					
Surplus/Deficit						\$ -					
Projected Ending Fund Balance						\$ 3,966,337					

Culinary Water Fund - \$1,425,092 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
55-38-95	PY Carryover Budgeted	Culinary Water Fund	Revenue	One-time	-	20,006	20,006	Use of Sewer Fund Balance	One-time use of fund balance for insurance and transfer to Mountain Ridge Park	Culinary Water Fund Balance	3/21/2023
Total Change in Revenue						\$ 20,006					
55-40-33	Insurance Expense	Culinary Water Fund	Expenditure	Ongoing	11,753	2,247	14,000	Insurance	Insurance premium increases	Culinary Water Fund Balance	N/A
55-40-50	Capital Expenses Projects	Culinary Water Fund	Expenditure	One-time	50,000	17,759	67,759	Utility Enterprise Transfers to Mountain Ridge	Utility Enterprise Transfers to Mountain Ridge	Culinary Water Fund Balance	3/21/2023
Total Change in Expense						\$ 20,006					
Surplus/Deficit						\$ -					
Projected Ending Fund Balance						\$ 1,405,086					

Utility Transportation Fund - \$539,596 Beginning Fund Balance											
Account Number	Account Name	Fund	Revenue or Expense?	One-time or Ongoing	Approved Budget	Recommended Change	Proposed Budget	Item	Description	Funding Source	Council Approval Date
56-38-95	PY Carryover Budgeted	Utility Transportation Fund	Revenue	One-time	-	500,000	500,000	Use of Utility Transportation Fund Balance	One-time use of fund balance for extra road work projects	Utility Transportation Fund Balance	10/17/2023
Total Change in Revenue						\$ 500,000					
56-40-70	Road Fee Projects	Utility Transportation Fund	Expenditure	One-time	1,000,000	500,000	1,500,000	Road Projects	Extra road work projects	Utility Transportation Fund Balance	10/17/2023
Total Change in Expense						\$ 500,000					
Surplus/Deficit						\$ -					
Projected Ending Fund Balance						\$ 39,596					



CITY COUNCIL AGENDA REPORT

ITEM #3b

DATE: March 12, 2024
TO: Honorable Mayor and Members of the City Council
FROM: Rob Patterson, City Attorney
SUBJECT: General Plan Amendment - 4800 West Re-designation
TYPE: General Plan Amendment (Legislative)

PURPOSE:

The City Council will consider whether to amend the transportation element in the City's general plan to re-designate a portion of 4800 West between SR-92 and 11200 North from a 3-lane major collector to a 5-lane arterial.

STAFF RECOMMENDATION:

Staff recommends that the Council consider the proposed amendments to the City's general plan, the impacts to adjacent property owners from widening 4800 West, the safety impacts and needs of the 4800 W/SR-92 intersection, and the negative recommendation of the Planning Commission; conduct a public hearing; and approve the proposed amendment to the classification of a portion of 4800 West.

PRIOR COUNCIL DIRECTION:

In February and March of 2022, the Planning Commission and City Council considered a proposal to amend the transportation element of the City's general plan to re-classify 4800 West from a 3-lane major collector to a 5-lane arterial for the entirety of 4800 West within Highland north of SR-92. This proposal arose out of long-standing concerns that the City and residents have expressed regarding the safety of the 4800 West/SR-92 intersection and the functionality of 4800 West.

The Planning Commission conducted a public hearing regarding that proposed widening on February 22, 2022. During the hearing and meeting, the Commission heard from several residents regarding concerns with widening 4800 West and with the current state of 4800 West and the SR-92 intersection and discussed the resident concerns and other issues. The Commission ultimately recommended approval of the reclassification of 4800 West as a 5-line arterial in a unanimous, 7-0 decision, with the additional recommendation that the City Council address safety concerns raised during the public hearing related to sound, speed, and shoulder issues, as well as the apportionment of the cost of the project.

The City Council then conducted a public hearing related to the proposed amendment on March 1, 2022. The City Council considered the 2022 study, the recommendation of the Planning Commission, and comments from residents who raised concerns regarding shoulders, pedestrian safety, biker safety, speeding, sound, and impact on the residents who live along 4800 West. The Council unanimously voted 5-0 to continue the item to the March 15, 2022, City Council meeting, to give the Council and staff time to gather additional data and consider other issues and options. On March 15, 2022, the City Council again considered the proposed amendment. Additional information regarding safety concerns, accident and traffic counts, signal timing, etc., were gathered and provided. The Council voted to pull the MAG

funding application for the 4800 West widening project, conduct a more complete study of what was needed, listen to the citizens' concerns, and consider leaving 4800 West a three-lane road.

On April 19, 2022, the Council approved submitting an application to MAG for a limited project scope that would expand the area of 4800 West immediately adjacent to SR-92 in order to align the north/south lane and perform other limited improvements within the SR-92 and 4800 West intersection. Staff proceeded with the application to fund the approved intersection project, and MAG approved the application and granted funding for the intersection improvements.

As Staff moved forward with that project and with the additional safety studies and other investigations in this corridor of the City that were requested by Council, staff were informed that MAG would prefer to support a project on 4800 West that will permanently resolve the intersection safety and capacity concerns, so additional funding requests are not needed in the future. Essentially, MAG has asked that the full scope of whatever improvements are determined to be necessary for 4800 West to be done at one time, rather than having a subsequent funding request for the same project area in the future. Staff commissioned a new and independent traffic study and report from Hales Engineering.

During the Council's budget workshop on January 18, 2024, safety improvements at SR-92 and 4800 West were ranked as a higher priority. On January 31, 2024, the Council considered a traffic study and report from Hales Engineering regarding the potential expansion and widening of 4800 West. No decisions were made during either of these meetings, but Council did direct that staff should move forward with open houses and other discussions regarding the potential widening of 4800 West.

BACKGROUND:

The Highland City General Plan was adopted in 2008 and included a Transportation Element that classifies various roads within the City as local, collector, and arterial roads. Under Utah State law, "After the legislative body has adopted a general plan, no street, park, or other public way, ground, place, or space, no publicly owned building or structure, and no public utility, whether publicly or privately owned, may be constructed or authorized until and unless it conforms to the current general plan." Accordingly, the City cannot engage in a road improvement project that would adjust the classification of a road (e.g., reclassifying a portion of 4800 West from a collector to an arterial), without first amending the general plan to reflect that classification.

Since the 2022 funding request and project scope was approved, City staff have continued with the City Council's direction to work to improve the safety of the SR-92 and 4800 West intersection and to conduct additional studies regarding 4800 West and SR-92 to resolve remaining safety issues. Staff worked extensively with UDOT to improve signal timing, striping/painting, and signage. UDOT has done all the signage, painting, and signal adjustments they can to improve the intersection without major intersection improvements. These improvements have helped, but have not fully resolved the traffic and safety concerns at the intersection.

Staff are also continuing to work toward the improvement project that was approved in 2022. However, as Staff discussed and looked toward that project with MAG, staff were informed that MAG would prefer to support a project on 4800 West that will permanently resolve the intersection safety and capacity concerns, so additional funding requests are not needed in the future. To evaluate the need for additional improvements beyond the scope of the project approved in 2022, Staff commissioned an additional, independent traffic study from Hales Engineering. The purpose of this study was to determine what improvements, if any, would be necessary beyond the intersection improvements approved in 2022 to address the ongoing safety and capacity issues at the 4800 West/SR-92 intersection.

The study concluded that, without improvements, the 4800 West/SR-92 and 4800 West/11200 South intersections would operate at poor levels of service. To address those issues, Hales Engineering made the following recommendations

- It is recommended that 4800 West be widened to a 5-lane section from S.R. 92 to 11200 South, adding a lane in the north- and southbound direction and terminating the outer northbound lane as a trap right at 11200 South. The second southbound thru lane at S.R. 92 will necessitate the addition of a third southbound lane south of the intersection to provide acceleration for the eastbound free right. This lane could end south of the subdivision at the golf course.
- Based on the future volumes, the UDOT thresholds for dual left-turn lanes on the eastbound approach are nearly met. To future-proof the intersection, the east- and westbound approaches could be widened to accommodate eastbound dual left turns but be striped with single lanes until the point at which dual left-turns are warranted. (It is noted that widening to the eventual dual lanes now means that additional costly and impactful intersection improvements can be avoided later.)
- A second northbound thru lane, while not necessary from a capacity perspective, is recommended from a safety perspective to match the alignment on the north side of the intersection. A separate northbound right-turn lane is still recommended. (It is noted that this will provide for a safer intersection as drivers are conditioned to being able to continue going straight so long as they stay in a lane that was going straight prior to the intersection.)
- A separate dedicated westbound right-turn lane is also recommended to minimize queues at the intersection. Queues would be about twice as long otherwise on that approach.
- Finally, it is recommended that the southbound right-turn pocket be extended by 100 feet to allow right-turning vehicles to get around the queued thru vehicles.

Implementing these recommendations will necessarily include taking portions of residents' properties along 4800 West and SR-92 to support the expanded roadway. Included with this staff report are project designs that show the proposed road improvements and the impacts to the residents.

Implementing the recommendations from Hales Engineering would also require the reclassification of the portion of 4800 West between SR-92 and 11200 North as a 5-lane arterial by amending the City's general plan. If the amendment is approved, then the City can pursue funding for a project that would facilitate the expansion and improvement of 4800 West to implement the recommendations described above. That project would be completed between 2026 and 2028, depending on funding and project timelines.

Planning Commission Hearing and Recommendation:

The Planning Commission considered the proposed amendment to the City's general plan on February 27, 2024. Prior to that meeting, City staff conducted an open house and invited the residents most affected by the proposed 4800 West widening to attend and learn additional information. During the Planning Commission meeting and hearing, residents and non-residents appeared and spoke against the proposed amendment. There were also several written comments from residents sent to the Commission by email prior to the hearing. Below is a summary of the concerns that were raised:

- The City should explore alternative options to reduce the traffic issues rather than widening 4800 West. Such options include expanding or improving other roads (gravel pit road, Alpine

Highway/5300 West), investigating alternative traffic mitigation options (more intersection and lighting improvements, speed control), and increasing police enforcement.

- There were concerns that the traffic counts and accident counts did not justify the widening of 4800 West and the corresponding impact to residents whose property would be taken for the widening and who would experience the traffic noise and other impacts. One resident submitted a detailed letter to the Commission regarding their personal analysis of the traffic counts and anticipated growth of Highland and Alpine, and whether that growth was truly as high as anticipated, which could affect the need for the widening; a similar letter and data was submitted by that same resident to the City Council on February 28, 2024.
- There were concerns regarding pedestrian safety, and that it will become more dangerous to cross SR-92/4800 West if 4800 West is widened, and regarding the health of residents adjacent to 4800 West who would be most impacted by increased noise and other traffic impacts
- There were concerns that the widening will not solve traffic congestion nor help the residents access/use 4800 West from their driveways
- There were concerns that widening 4800 West would result in a similar expansion of 4800 West north into Alpine to the round-about

The Commission considered the information presented by staff and the public and discussed the item at length. There were discussions that shared many of the concerns raised by the public, including the perceived lack of data supporting the need for the widening project, the impact on residents and the taking of their property was in excess of the current and near future needs of 4800 West/SR-92, and there may be other options to reduce the safety and congestion issues. The Commission eventually voted 5-1 to recommend denial of the proposed amendment with the following findings:

1. The studies performed show that the traffic will not increase in a material and substantial way;
2. The project would have a significant and disproportionate impact on residents;
3. There is a lack of perceived value to any Highland residents.

Staff Follow-Up

After the Planning Commission hearing, City staff has gathered additional information related to some of the issues raised by the public and the Commission for the Council's consideration. Ryan Hales of Hales Engineering will be present at the Council meeting to explain the traffic study, the recommendation, and the reasoning and data supporting it.

Alternative Roads-Gravel Pit Road/Alpine Highway. After 2022, MAG investigated the feasibility of a road connecting SR-92 to Alpine through the gravel pit to High Bench Rd/Healy Blvd. The gravel pit road is not feasible financially given the cost of the road and the number of daily cars the road would carry. The gravel pit is now owned by Central Utah Water Conservancy District and is slated for use related to water conservation, which restricts the use of the gravel pit and means that there is no anticipated private development within the gravel pit that could be used to privately fund a road. The topography of the gravel pit makes building a road incredibly challenging and expensive, and there does not appear to be any support from the various public funding sources to fund such a road when other, much less expensive options exist. Even if a funding source were identified, a traffic study showed that the road would not remove a substantial number of cars from the 4800 West intersection. The gravel pit road would only draw approximately 5000 trips per day in 2050. Only a portion of the trips that would be directed to the gravel pit road would be removed from 4800 West.

Alpine Highway The consensus of the various traffic engineers and studies that have reviewed traffic

along SR-92 is that widening Alpine Highway would have some benefits to traffic and congestion reduction along 4800 West, but would not serve as the primary connection south because North County Blvd has already been improved as an arterial and there are fewer and smaller traffic generators along Alpine Highway (schools, commercial areas, etc.). Improving Alpine Highway is not anticipated to drastically shift traffic away from 4800 West for those reasons.

Alpine Service. Alpine City has confirmed that there is no plan to expand 4800 West within Alpine to the round-about. The proposed project scope would limit the expansion of 4800 West north to 11200 North. There is a quarter-mile of Highland City between 11200 North and the Alpine City border. A letter from Alpine City is attached to the staff report addressing the Alpine City plans.

Crash History. Staff was asked to provide a crash data analysis for the 2023 calendar year since the traffic study only references data through 2022. In 2023 and extending through March 6, 2024 there were 33 crashes within 500 feet of the 4800 West/SR-92 Intersection. A summary of the crashes is as follows:

4800 West & Timpanogos Hwy.
Collisions with Injuries = 6
Collisions Property Damage = 27

Northbound Lanes on North County Boulevard. Staff was asked to evaluate the options for the northbound lanes on North County Boulevard. Included with the staff report is a summary of four mapped options for the northbound lanes. The only option that does not represent either safety concerns or enhanced congestion problems is extending the lanes northward to allow cars to travel in an expected condition through the intersection before making the transition to a single northbound lane. In addition, the two northbound lanes are the receiving lanes for the eventual dual left-turn lanes from eastbound traffic.

Timeline. One possibility discussed is to not approve the amendment and project now and wait to see whether the project becomes necessary in the future after the intersection improvements are completed. Staff's primary concern is that based on MAG's comments, it is very unlikely that MAG will support funding another project related to 4800 West in the next 10-15 years. As such, a project is not be likely to be funded or completed until 15-20 years from now if it is not done at this time. The question for the Council is whether the Council is satisfied that the already approved intersection improvements are sufficient to address safety and whether the current road and congestion conditions should remain for the 15-20 year window.

Staff remains of the opinion that the project scope approved in 2022 is insufficient to fully resolve the safety and traffic concerns at the 4800 West/SR-92 intersection. Staff has reviewed and agrees with the recommendation from Hales Engineering that 4800 West be widened to a 5-lane arterial from SR-92 to 11200 South, with the other recommendations described in the Hales' study, if the Council desires to fully address the traffic safety and congestion issues with 4800 West/SR-92 for the long term.

Proposed Findings:

The proposed General Plan amendment appears to meet the following findings:

- It is consistent with the goals and policies found in the Transportation element of the General Plan and City code.
- It is consistent with the previously expressed goals of the Planning Commission and City

Council to make only those improvements that are required to protect residents and improve the safety of the 4800 West/SR-92 intersection.

Staff Recommendation:

Staff recommends that the City Council consider the proposed amendments to the City's general plan, the impacts to adjacent property owners from widening 4800 West, the safety impacts and needs of the 4800 W/SR-92 intersection, and the negative recommendation from the Planning Commission; conduct a public hearing; and **APPROVE** the proposed amendment to the classification of a portion of 4800 West.

FISCAL IMPACT:

The amendment to the City's general plan to reclassify a portion of 4800 West as a 5-lane arterial will not have an immediate impact on the City's budget. If the amendment is approved, staff will submit a funding application to MAG seeking funds to widen and improve 4800 West in accordance with the scope of the project approved by the City Council. The details of that funding application, and the amount of any City contribution to the funding, would be brought to the Council for review and approval at a later date. The City will ultimately be responsible for 6.77% of the project cost.

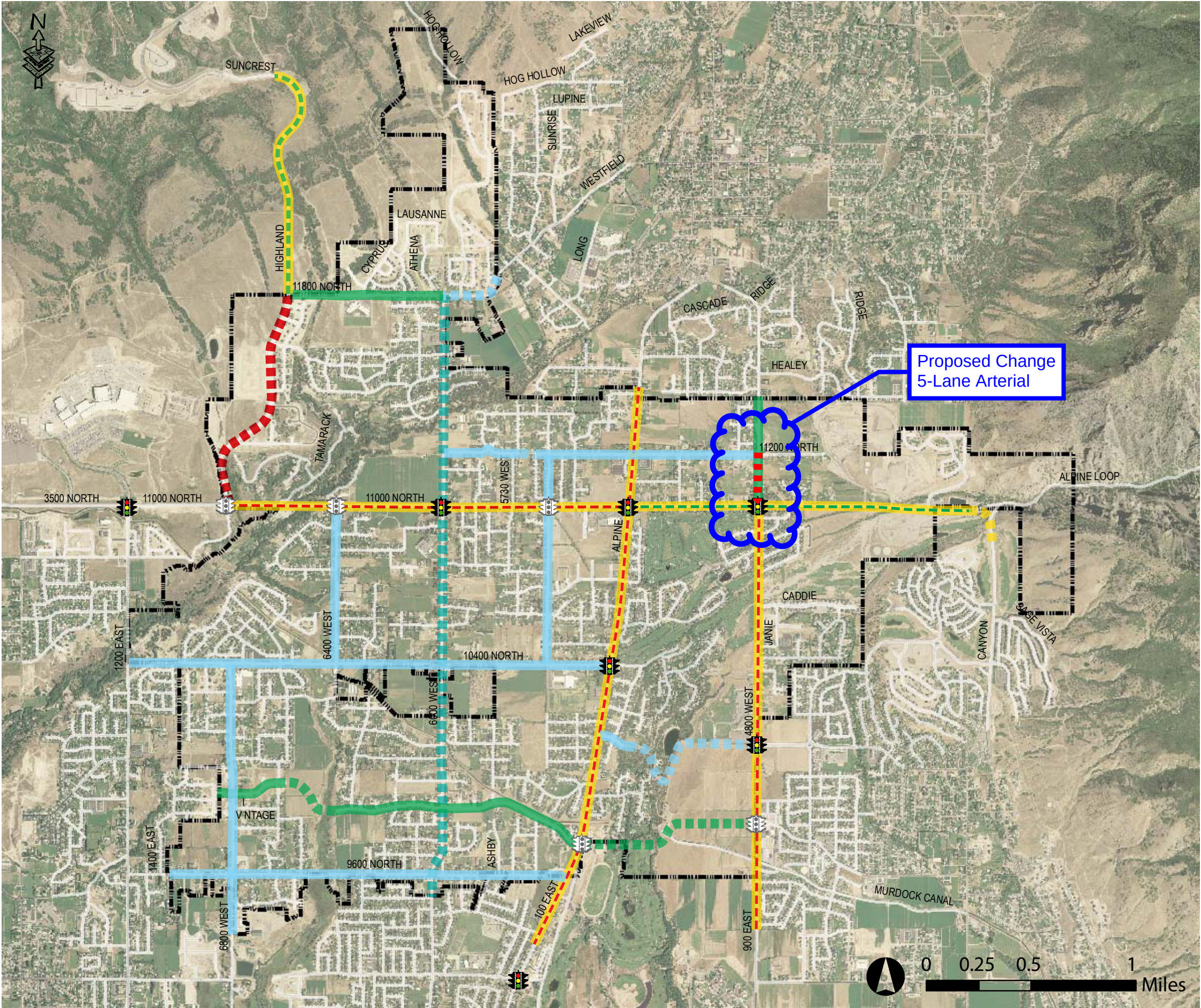
MOTION:

I move that City Council accept the findings and **APPROVE** the proposed amendment to the Transportation Element of the General Plan and reclassify a portion of 4800 West between SR-92 and 11200 North from a 3-lane major collector to a 5-lane arterial. (The Council may impose conditions or modifications to the proposed project scope if desired).

ALTERNATIVE MOTION: I move that the City Council **DENY** the proposed General Plan amendment based on the following findings: (The Council may draft appropriate findings if desired).

ATTACHMENTS:

1. Proposed Amendment - Highland General Plan Transportation - Change Considered Feb-27-2024
2. 4800 West Project Map and Scope
3. Concept Plan - 4800 West Expansion
4. Concept Plan - 2022 Approved Intersection Improvements
5. Hales Engineering Traffic Study
6. 4800 W Traffic Study - Answers to Questions 02.26.2024
7. Northbound Lane Alternative Analysis
8. Alpine City - Canyon Crest Status Letter



MAP 3-2 RECOMMENDED TRANSPORTATION NETWORK

- 5-Lane Arterial - Constructed
- 5-Lane Arterial - Proposed
- 3-Lane Major Collector - Constructed
- 3-Lane Major Collector - Proposed
- 3-Lane Minor Collector - Proposed
- 2-Lane Residential Collector - Constructed
- 2-Lane Residential Collector - Proposed
- Other Jusidiction (State, County, Municipal)
- Highland City
- Existing Signals
- Planned Signals

Highland City
General Plan Update



Adopted February 19, 2008

STONEY BROOK LANE



JONATHON ROAD

11200 NORTH

SNOWFLAKE DRIVE

SR-92
11000 NORTH

SR-92
11000 NORTH

PANORAMA DRIVE

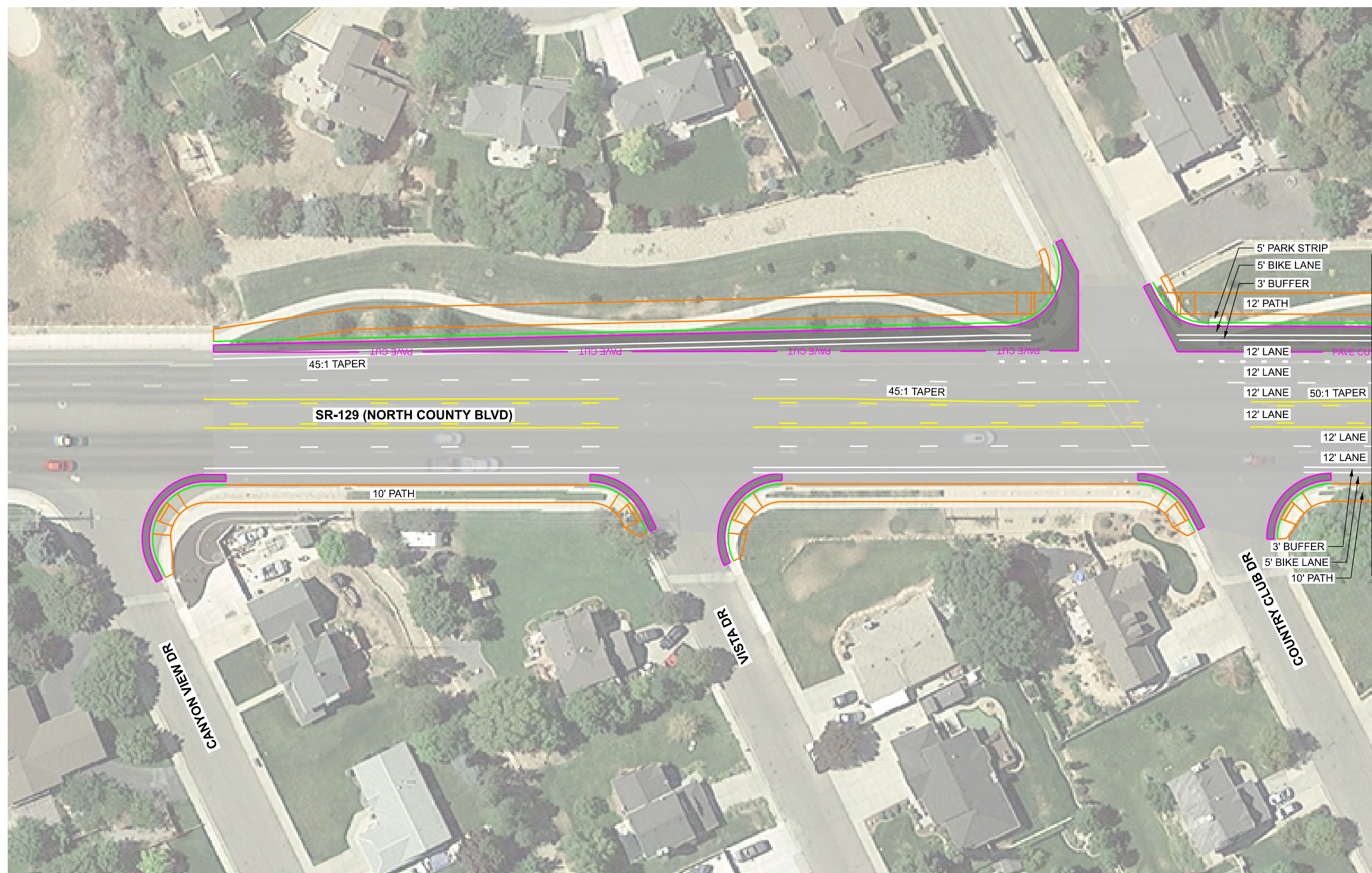
COUNTRY CLUB DRIVE

VISTA DRIVE

CANYON VIEW DRIVE

4800 WEST

PRELIMINARY
NOT FOR CONSTRUCTION
2/16/2024



ER
NE
SEE RD-01

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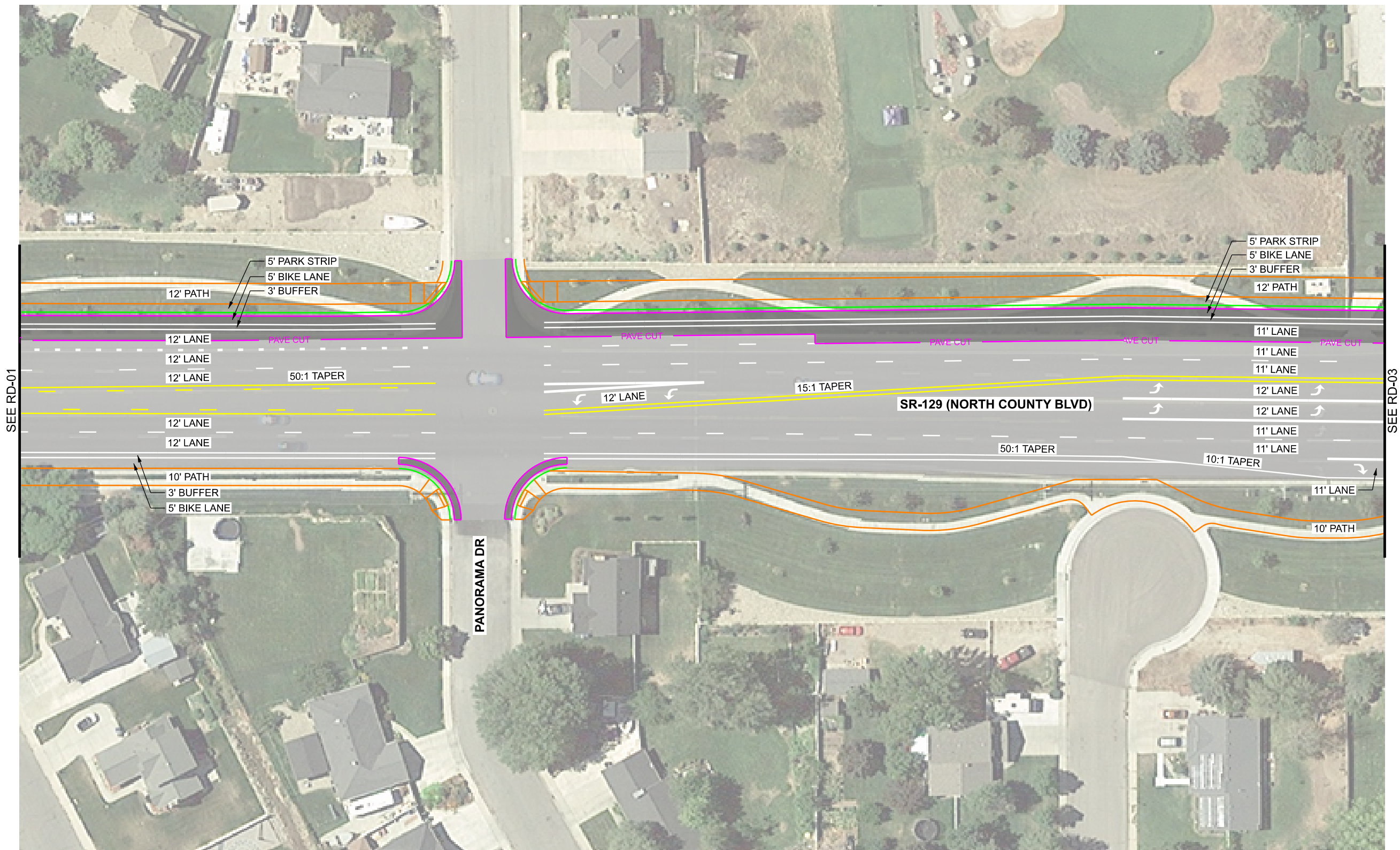
4800 WEST;
COUNTRY CLUB DRIVE TO 11200 NORTH

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SHEET
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RD-01

PRELIMINARY
NOT FOR CONSTRUCTION
2/16/2024



SEE RD-01

SEE RD-03

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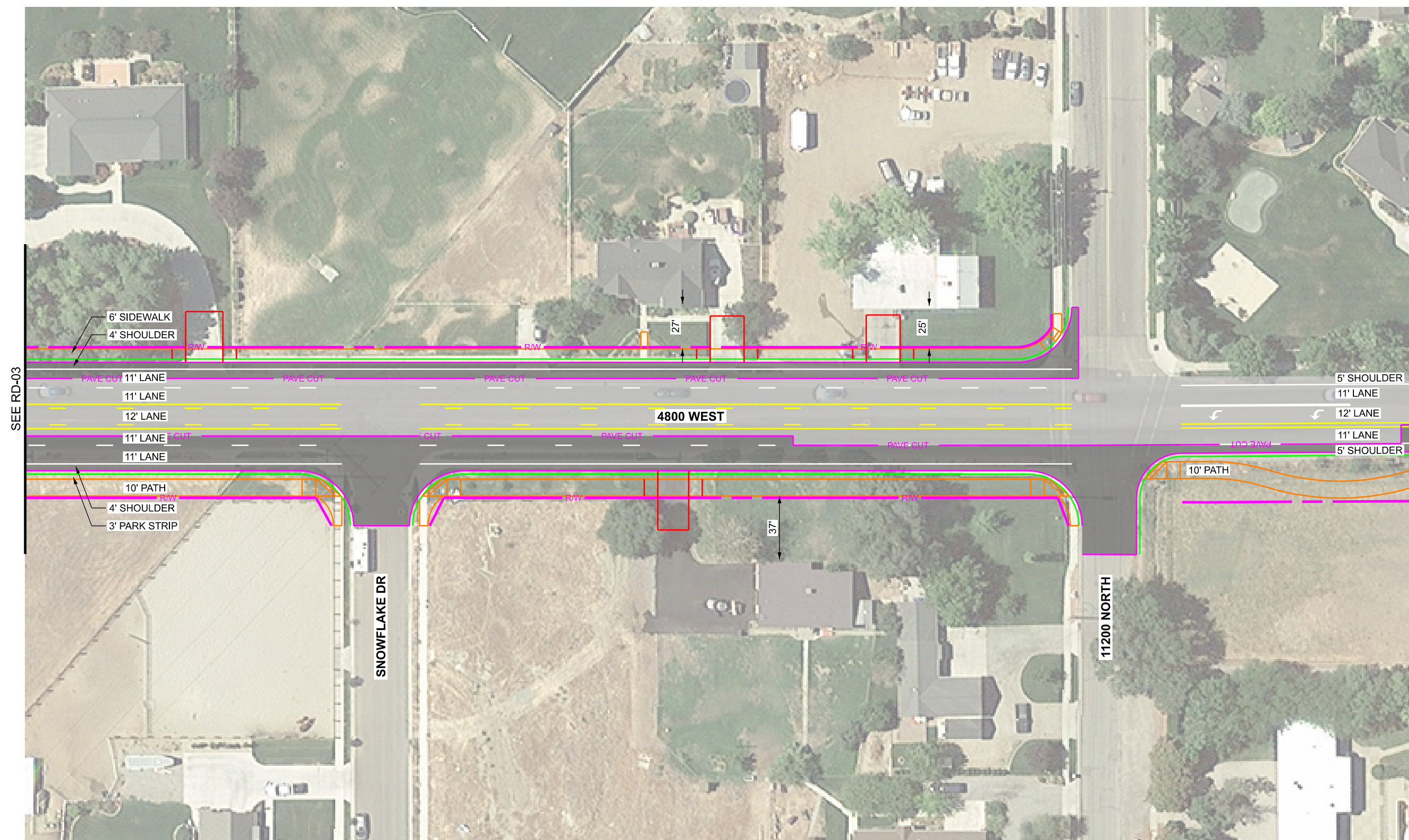
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4800 WEST;
COUNTRY CLUB DRIVE TO 11200 NORTH

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4800 WEST;
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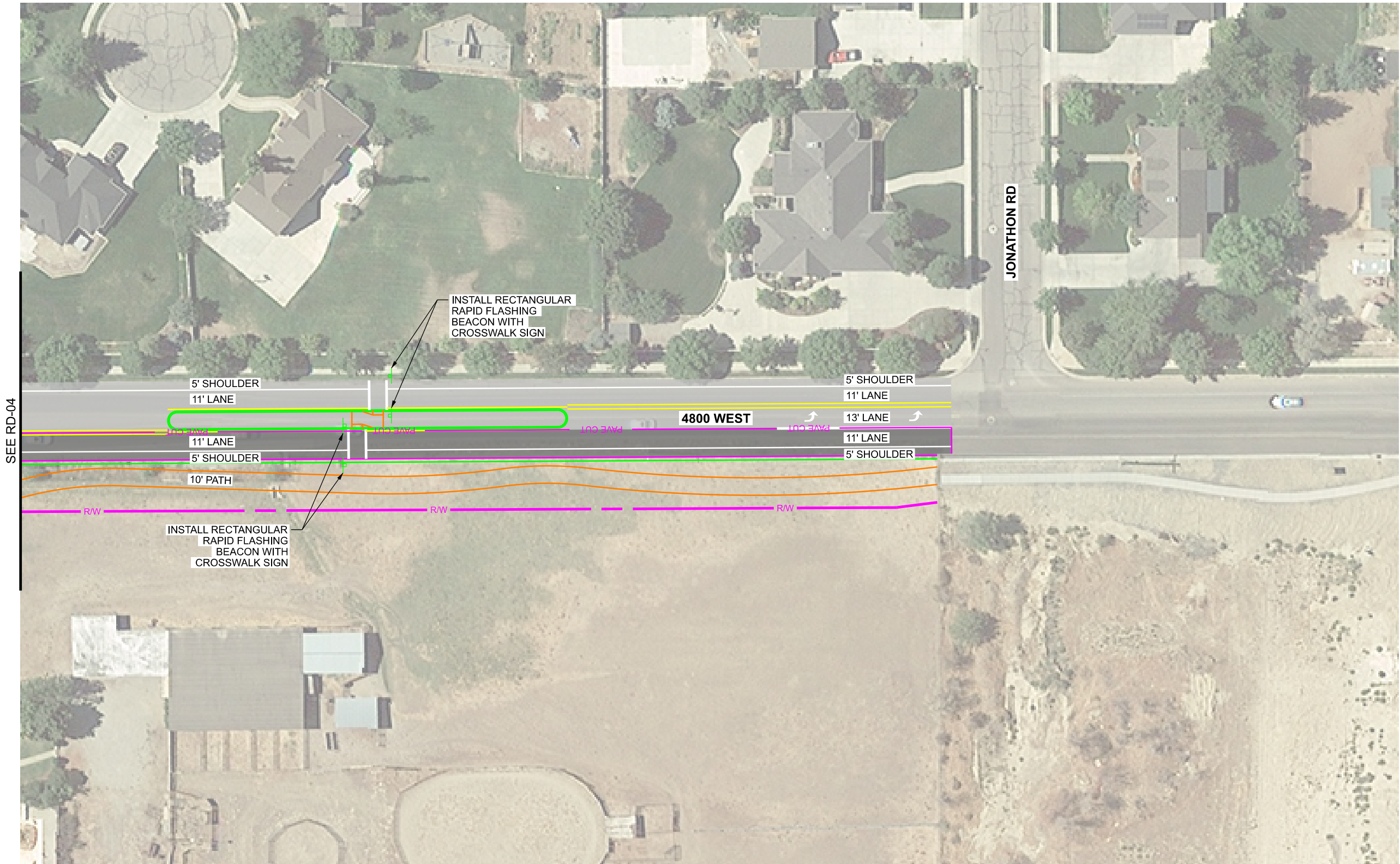
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2/16/2024



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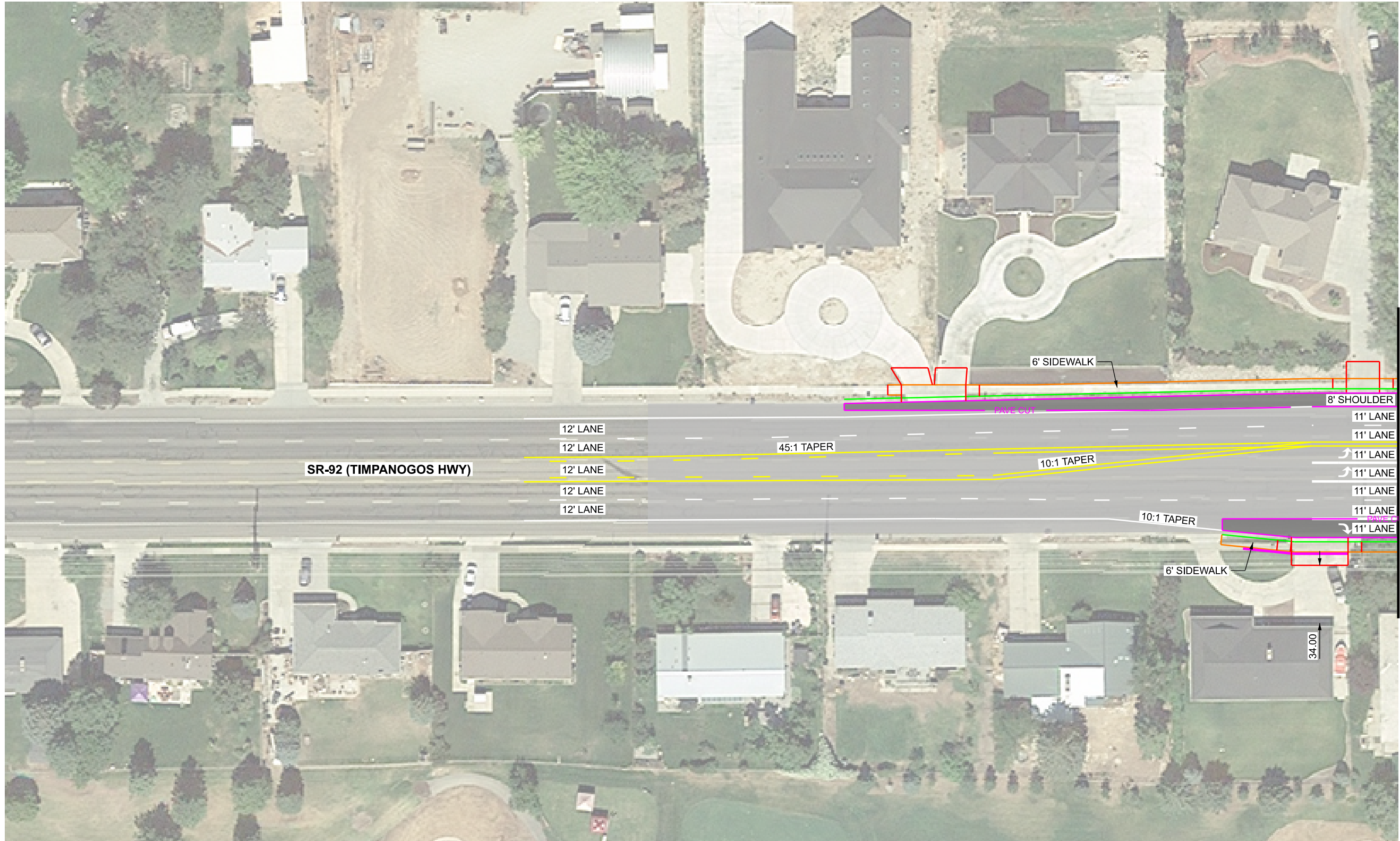
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4800 WEST;
COUNTRY CLUB DRIVE TO 11200 NORTH

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RD-05

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2/16/2024



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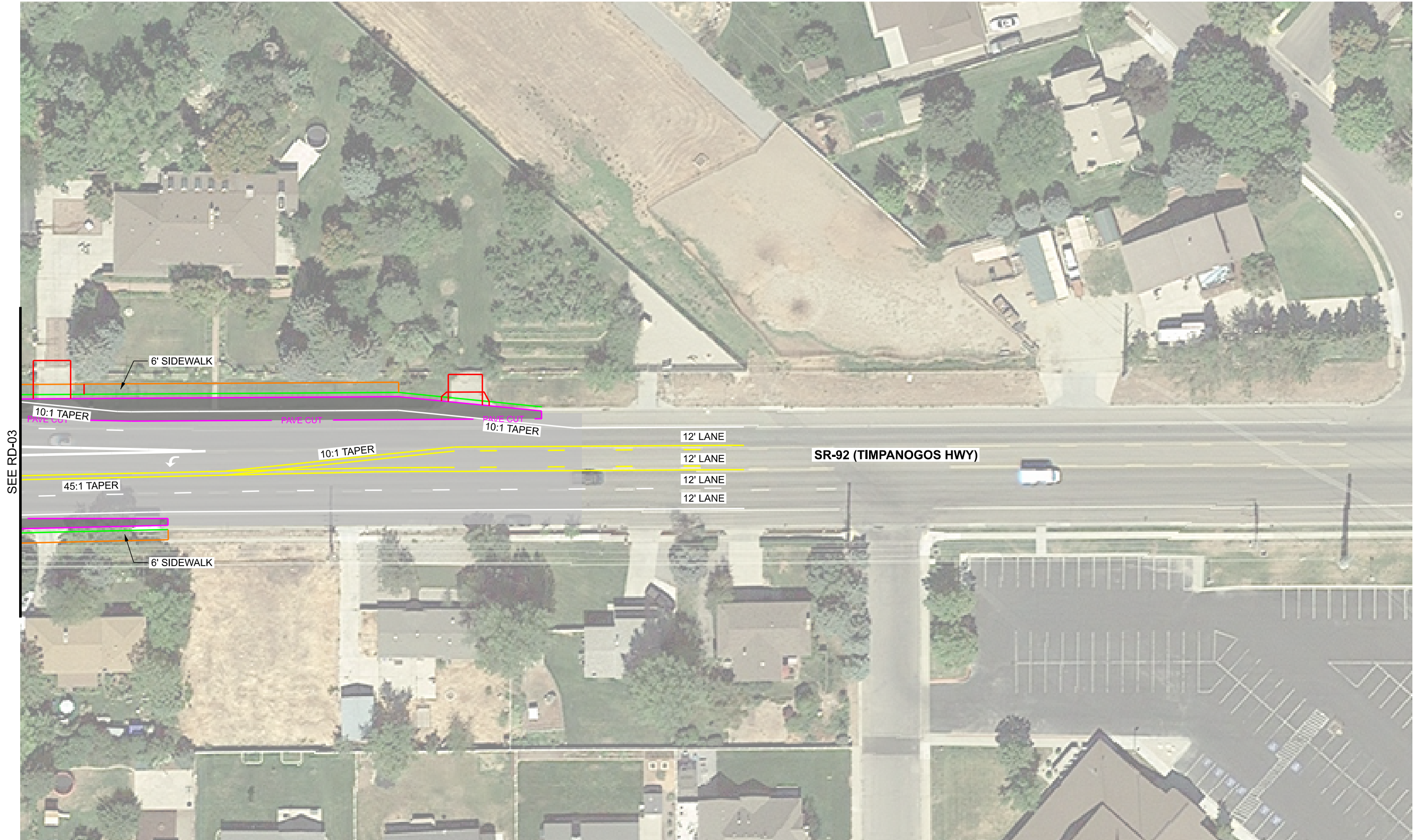
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4800 WEST;
COUNTRY CLUB DRIVE TO 11200 NORTH

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RD-06



SEE RD-03

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4800 WEST;
COUNTRY CLUB DRIVE TO 11200 NORTH

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RD-07

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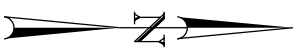
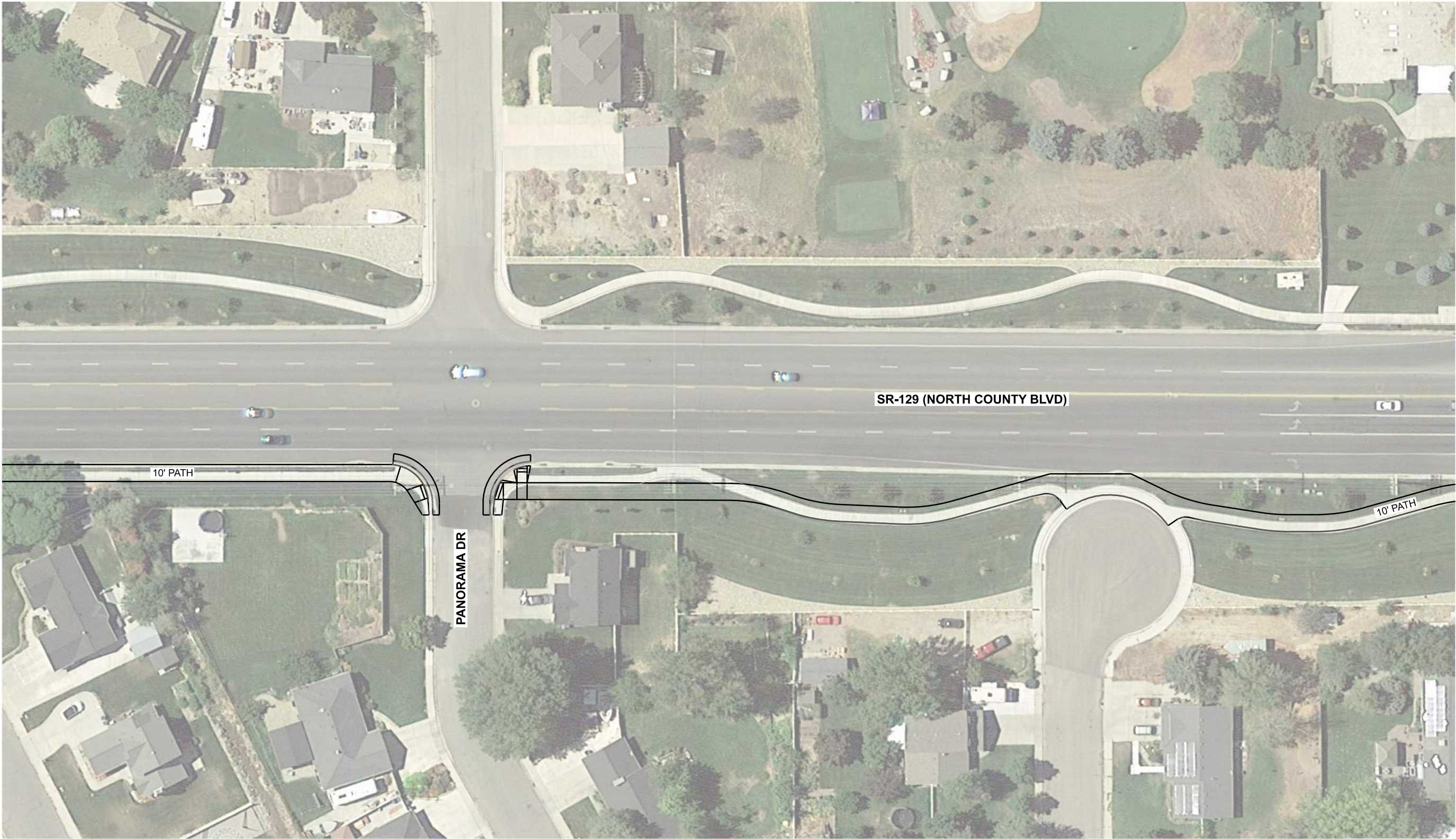
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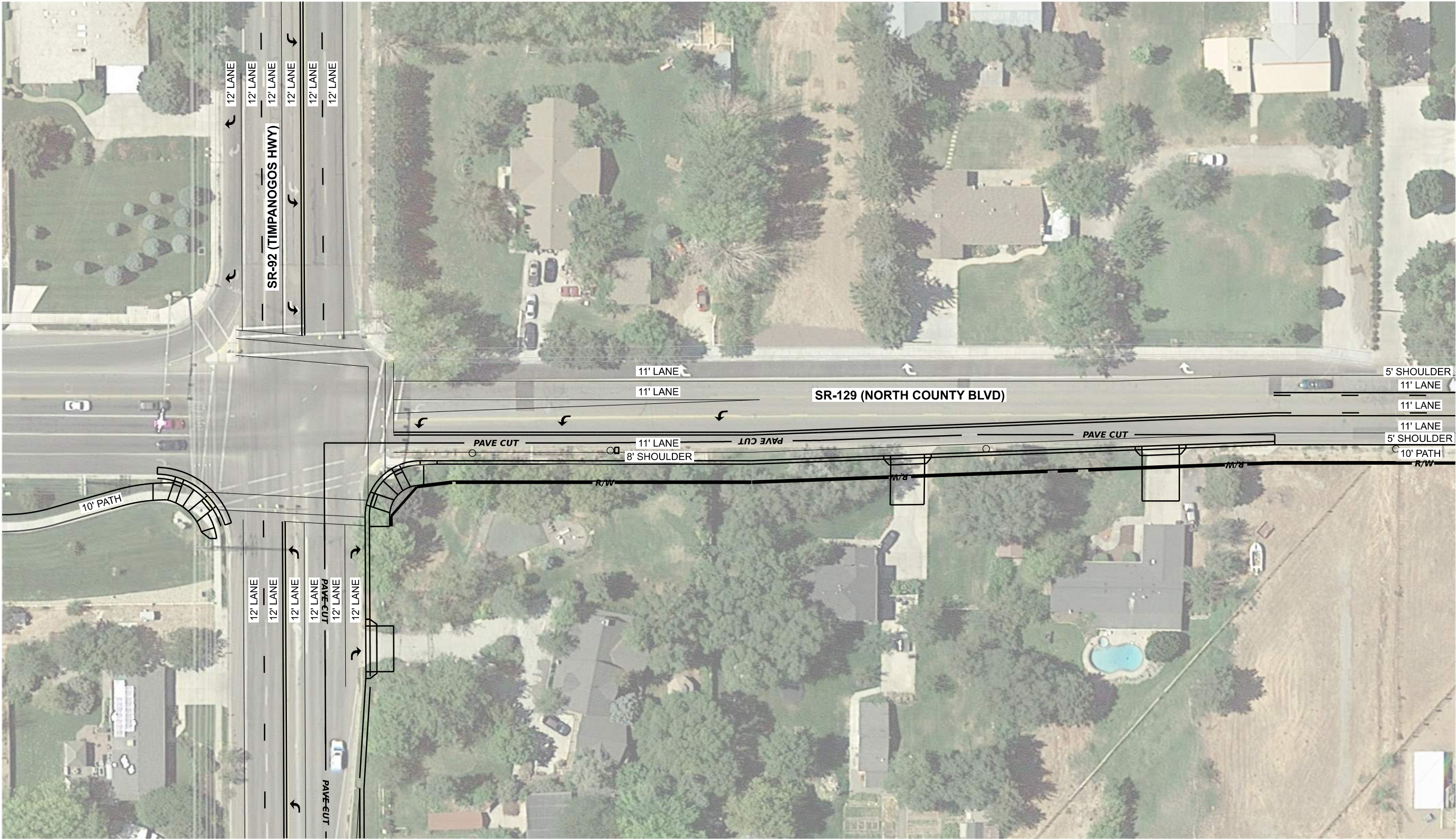
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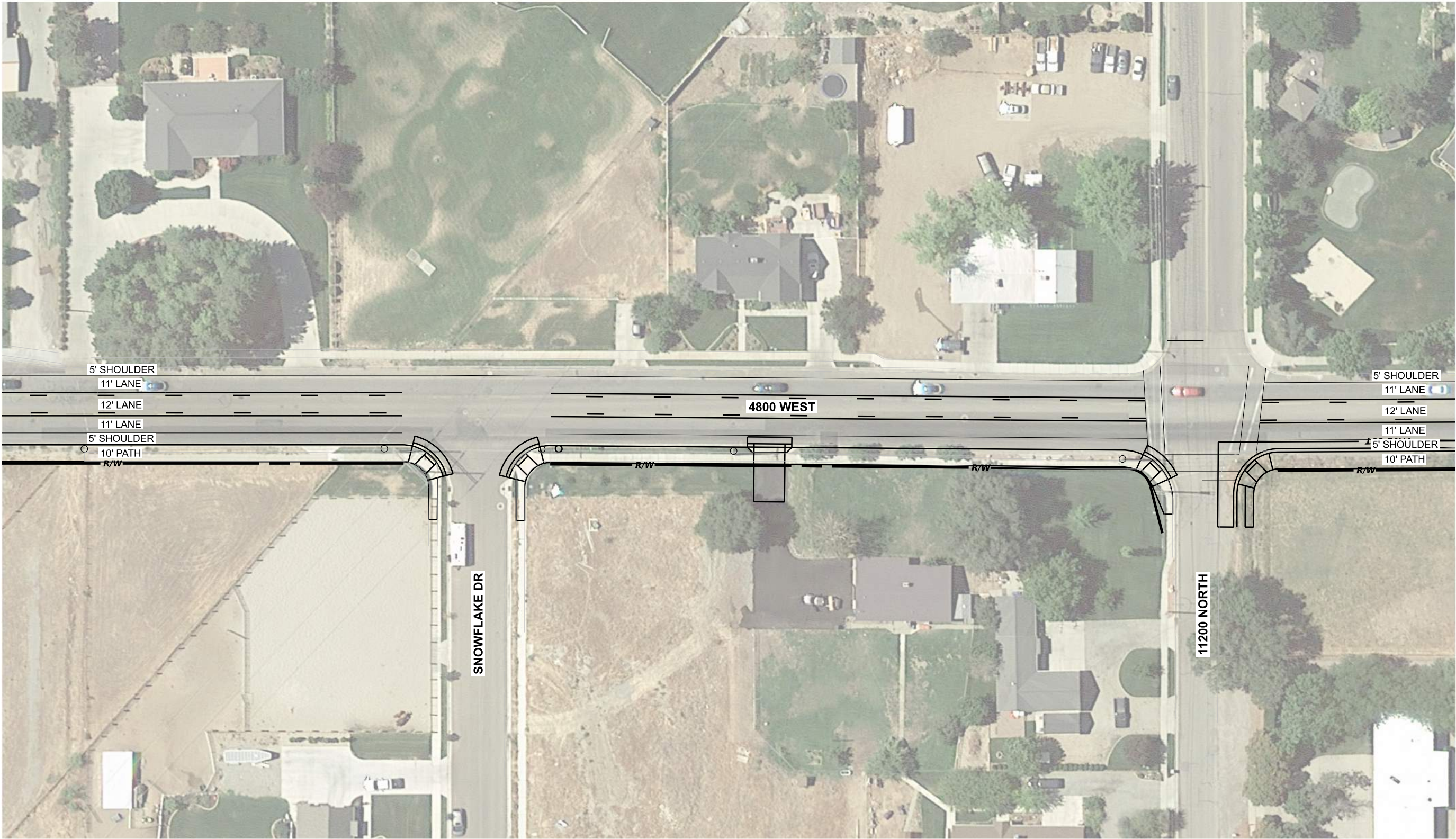
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SHEET NO.		RD-03					

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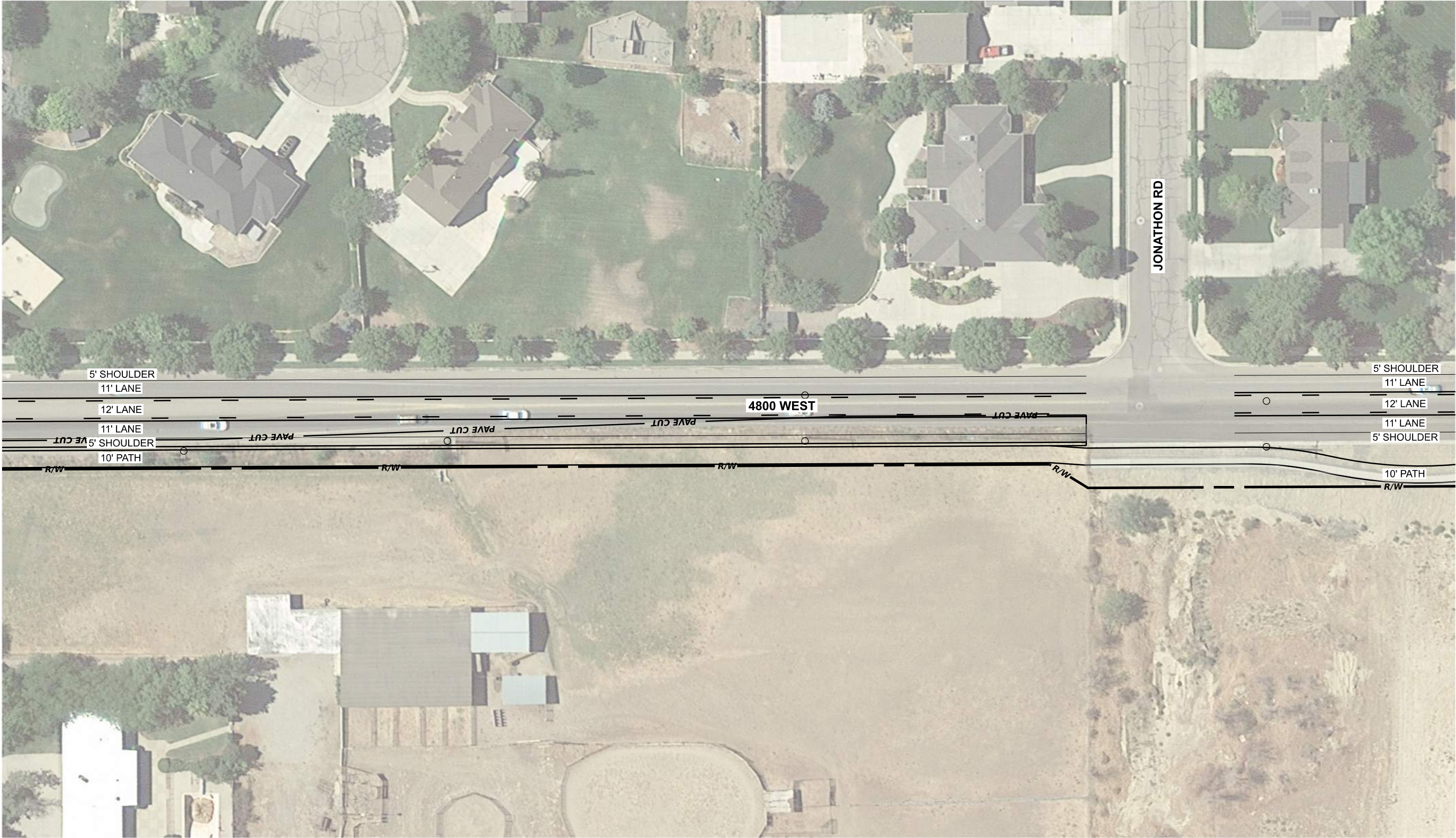
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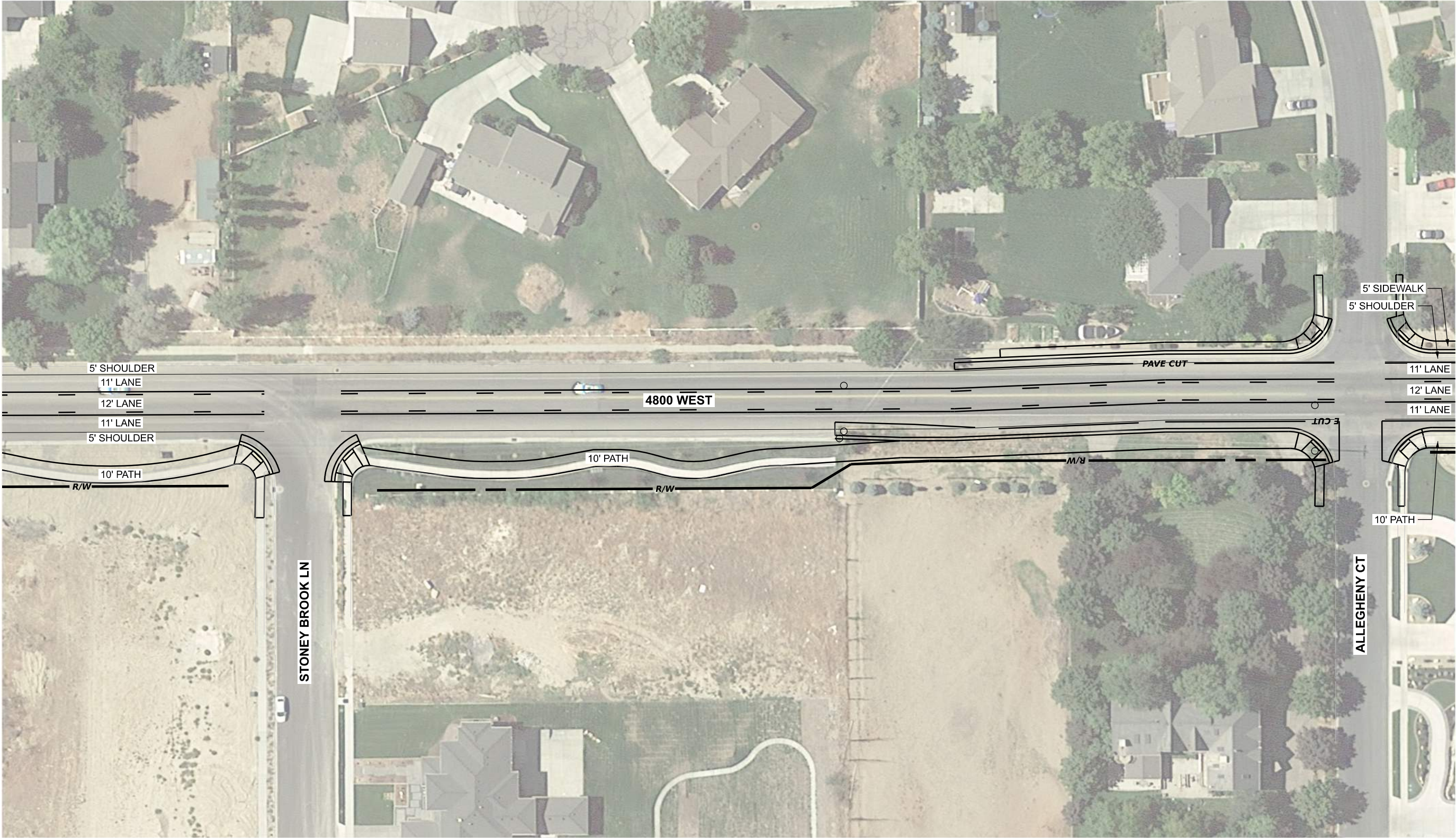
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ROADWAY - MINIMUM		MM/DD/YY			
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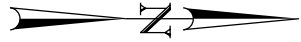
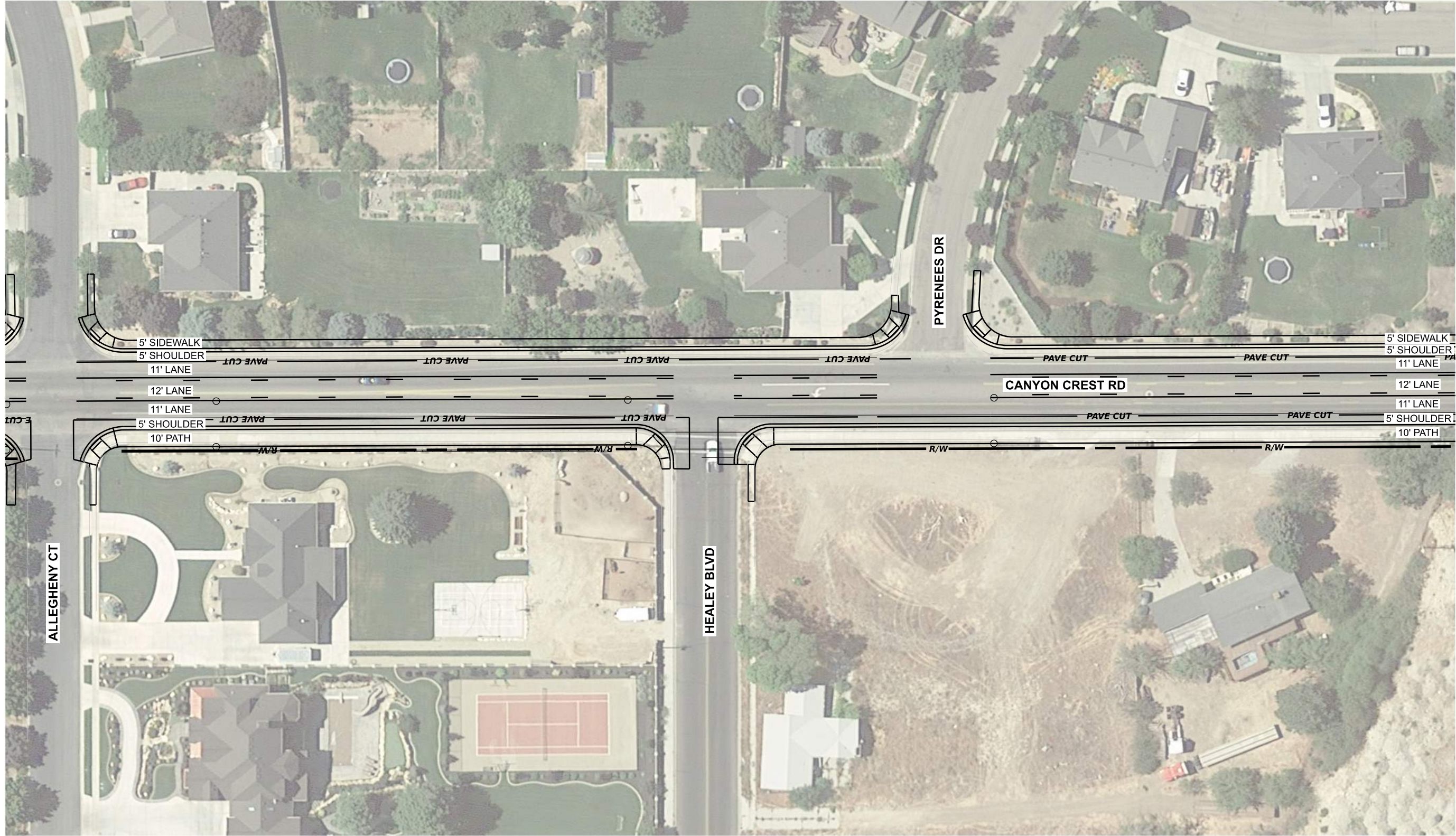
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NOT FOR CONSTRUCTION
4/20/2022



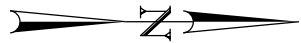
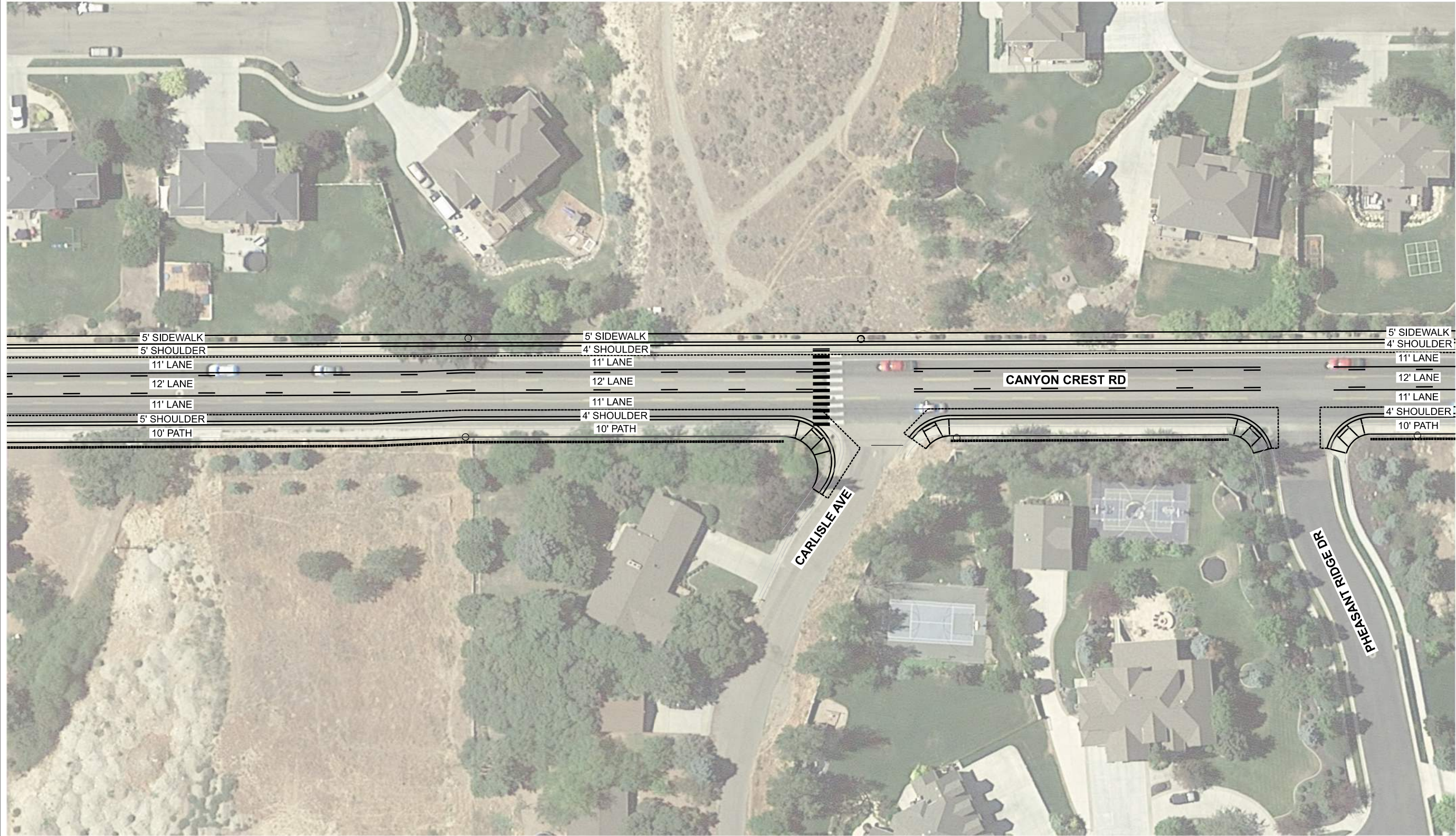
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PIN		PROFESSIONAL ENGINEER			
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		DATE			
		QC CHECKED BY			
		DRAWN BY			
		NO.		DATE	
		APPROVED BY		REMARKS	

PRELIMINARY
NOT FOR CONSTRUCTION
4/20/2022



SHEET NO. RD-07		ROADWAY - MINIMUM		UTAH DEPARTMENT OF TRANSPORTATION		REVISED	
PROJECT				APPROVED			
PROJECT NUMBER		PIN		DRAWN BY			
			MM/DD/YY		QC CHECKED BY		
			DATE		NO.		DATE
			PROFESSIONAL ENGINEER		APPROVED BY		REMARKS

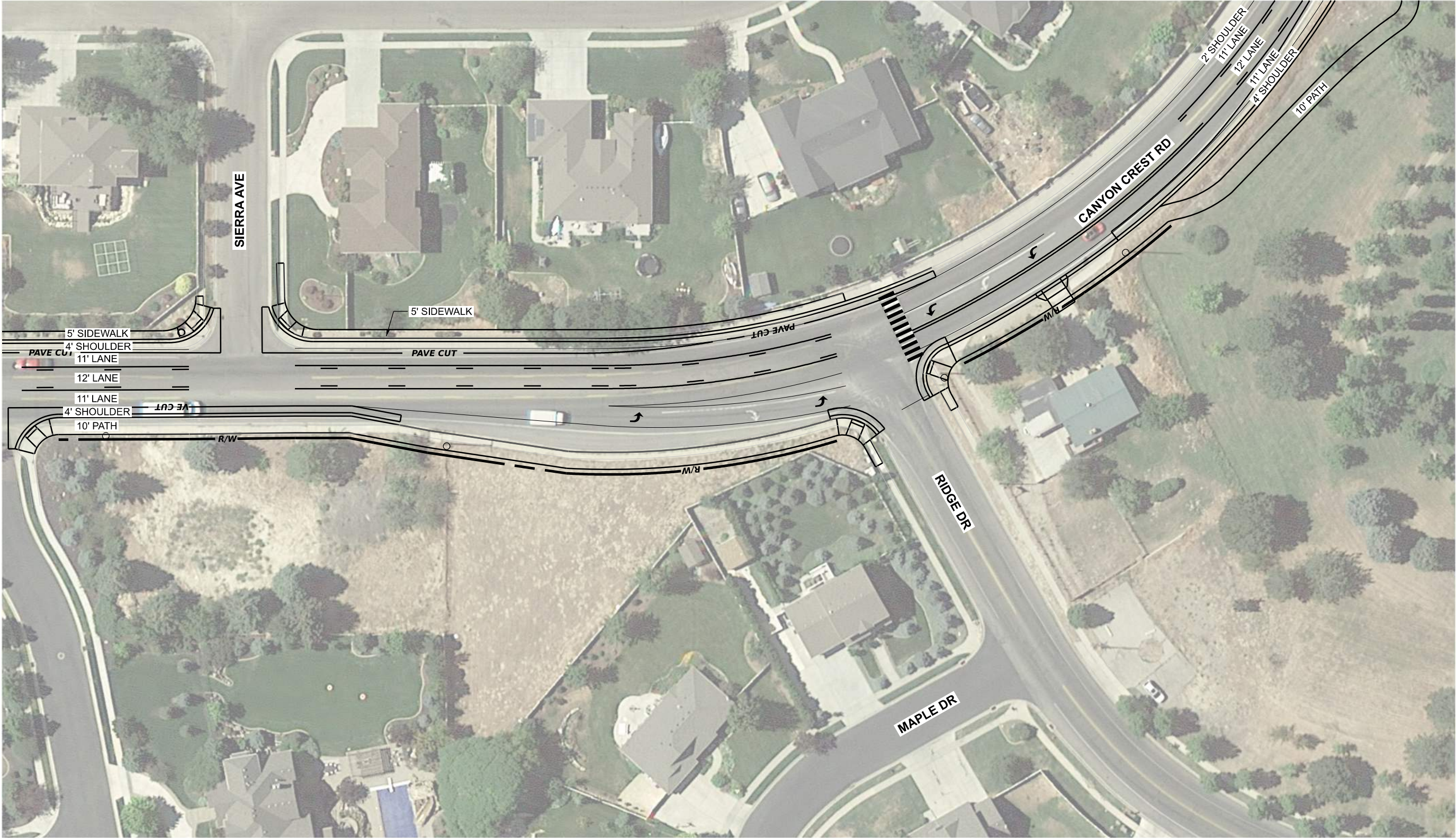
PRELIMINARY
NOT FOR CONSTRUCTION
4/20/2022



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			QC CHECKED BY		APPROVED BY	
		PROFESSIONAL ENGINEER		DATE		REMARKS

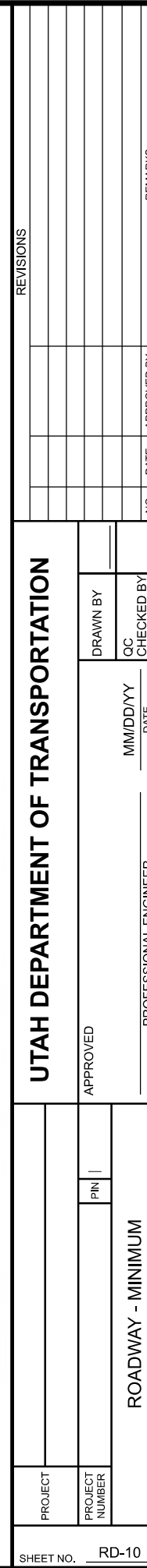
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PRELIMINARY
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4/20/2022

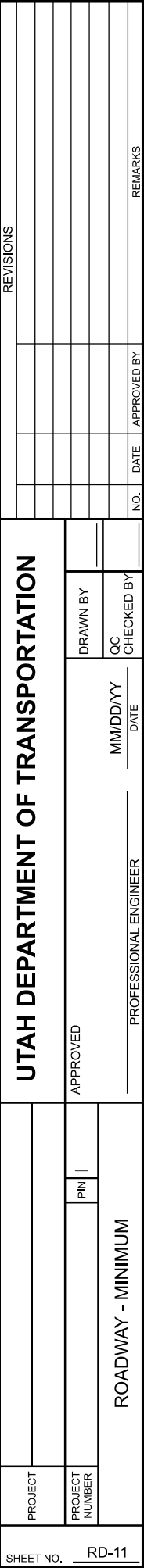


PROJECT		PROJECT NUMBER		PIN		APPROVED		UTAH DEPARTMENT OF TRANSPORTATION		REVISIONS	
ROADWAY - MINIMUM		PROFESSIONAL ENGINEER		MM/DD/YY		DATE		DRAWN BY		NO.	
RD-09		RD-09		RD-09		RD-09		RD-09		RD-09	
SHEET NO.		SHEET NO.		SHEET NO.		SHEET NO.		SHEET NO.		SHEET NO.	
APPROVED		APPROVED		APPROVED		APPROVED		APPROVED		APPROVED	
DATE		DATE		DATE		DATE		DATE		DATE	
CHECKED BY		CHECKED BY		CHECKED BY		CHECKED BY		CHECKED BY		CHECKED BY	
REMARKS		REMARKS		REMARKS		REMARKS		REMARKS		REMARKS	

PRELIMINARY
NOT FOR CONSTRUCTION
4/20/2022



PRELIMINARY
NOT FOR CONSTRUCTION
4/20/2022



MEMORANDUM

Date: January 26, 2023
To: Highland City
From: Hales Engineering



Subject: Highland 4800 West Traffic Study

UT24-2687

Introduction

The purpose of this memorandum is to address 4800 West from S.R. 92 in Highland to Ridge Drive in Alpine and whether any improvements are needed to improve flow in the area.

Data Collection

Weekday morning (7:00 to 9:00 a.m.) and evening (4:00 to 6:00 p.m.) peak period traffic counts were performed at the following intersections:

- 11200 North / 4800 West
- Allegheny Way / 4800 West
- Healey Boulevard / 4800 West
- Ridge Drive / 4800 West

The counts were performed on Wednesday, January 17 and Thursday, January 18, 2024. The morning peak hour was determined to be between 7:45 and 8:45 a.m., and the evening peak hour was determined to be between 4:30 and 5:30 p.m. The evening peak hour volumes were approximately 7% higher than the morning peak hour volumes. According to UDOT Automatic Signal Performance Measures (ATSPM) data, the morning (7-9 a.m.) and evening (4-6 p.m.) are the periods of the day in which the 4800 West / S.R. 92 intersection experiences the highest traffic volumes. Therefore, these are the periods that were analyzed.

Detailed count data are included in Appendix A.

In addition, prior counts were performed at the 4800 West / S.R. 92 intersection on Tuesday, April 19, 2019. These counts were calibrated based on a combination of ATSPM data, the other counts to the north on 4800 West, a historic annual growth rate of 2% based on UDOT data, and queueing observations from multiple site visits.

Hales Engineering made seasonal adjustments to the observed traffic volumes. Monthly traffic volume data were obtained from a nearby UDOT automatic traffic recorder (ATR) on S.R. 129

(ATR #656). In recent years, traffic volumes in January have been equal to approximately 98.7% of average traffic volumes. The observed traffic volumes were adjusted accordingly to determine average turning movement counts at the study intersections. Figure 1 shows the existing peak hour volumes as well as intersection geometry at the study intersections.

Existing (2024) Analysis

Hales Engineering determined that all study intersections are currently operating at acceptable levels of service (LOS) during the morning and evening peak hours, as shown in Table 1. These results serve as a baseline condition for the impact analysis of the proposed development during existing (2024) conditions. Detailed LOS results can be found in Appendix B.

Table 1: Existing (2024) Peak Hour LOS

Intersection		LOS (Sec. Delay / Veh.) / Movement ¹	
Description	Control	Morning Peak	Evening Peak
4800 West / S.R. 92	Signal	C (30.2)	D (39.4)
11200 South / 4800 West	EB/SB Stop	b (10.7) / WBL	a (6.4) / NBL
Allegheny Way / 4800 West	EB/WB Stop	b (10.1) / EBL	a (9.9) / EBT
Healey Boulevard / 4800 West	WB Stop	b (12.2) / WBL	b (12.3) / WBL
Ridge Drive / 4800 West	WB Stop	b (10.9) / WBL	b (10.9) / WBL

1. Movement indicated for unsignalized intersections where delay and LOS represents worst movement. SBL = Southbound left movement, etc.

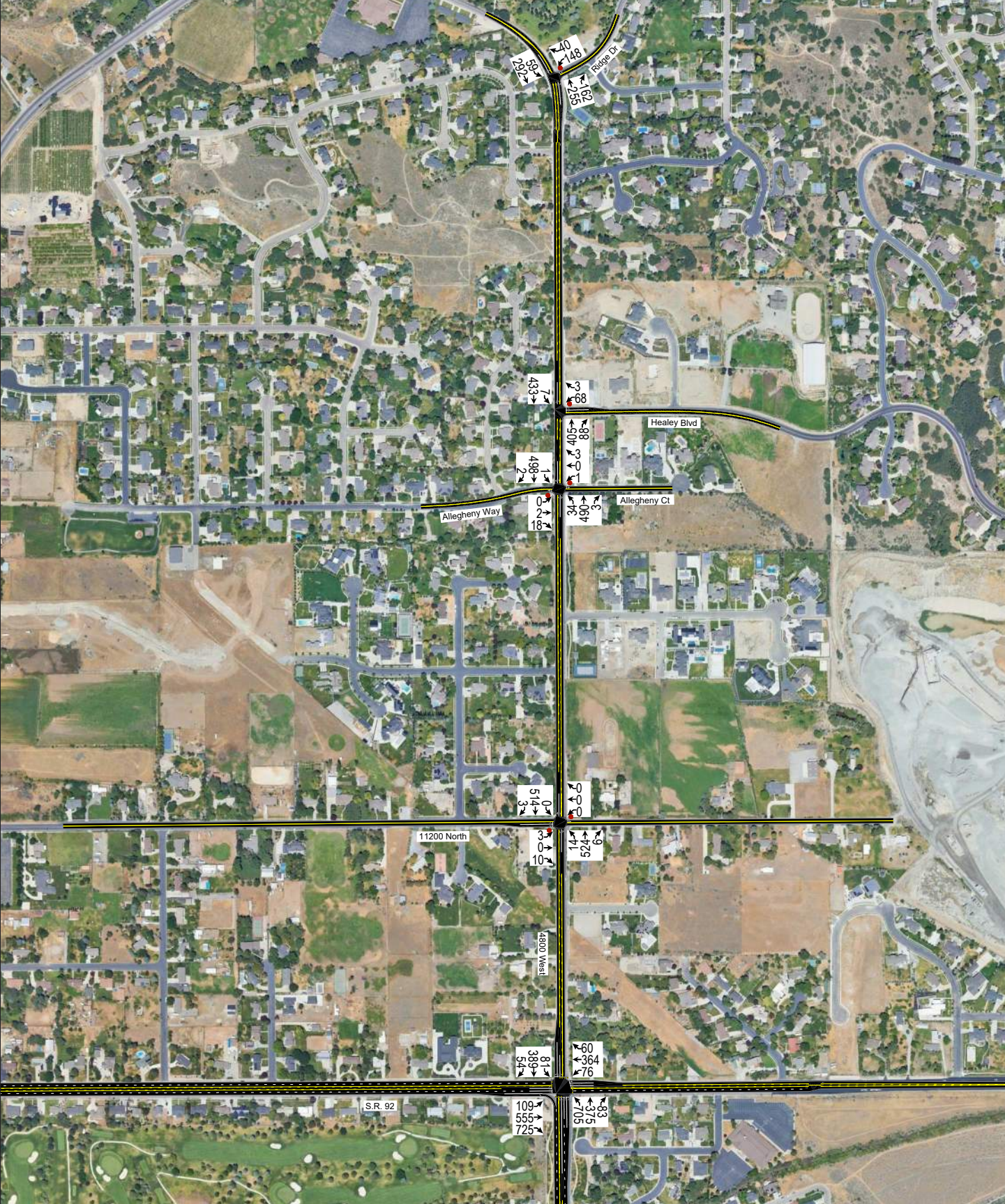
2. Uppercase LOS used for signalized, roundabout, and AWSC intersections. Lowercase LOS used for all other unsignalized intersections.

Source: Hales Engineering, January 2024

Hales Engineering calculated the 95th percentile queue lengths for each of the study intersections. The most significant queueing occurred on the southbound approach of the 4800 West / S.R. 92 intersection, which ranged from 450 to 575 feet during the morning and evening peak hours, which is consistent with on-site observations. Detailed queue reports are contained in Appendix C. According to Highland City, queueing at this intersection was consistently much worse until UDOT made an adjustment to the signal timing approximately 18 months ago.

Separately, UDOT has indicated that distracted driving contributes to southbound queueing at the 4800 West / S.R. 92 intersection as the signal gaps out and turns red because a vehicle in the queue has waited too long before proceeding. This appears to occur primarily around school start and end times and is an enforcement issue.





While no mitigation measures may be needed from a capacity perspective at this time, the relatively long southbound queues indicate that near-term regional growth may push the 4800 West / S.R. 92 intersection over capacity in the near future.

Safety Analysis

Hales Engineering referenced UDOT's crash history database (AASHTOWare Safety) to determine the crash history at the 4800 West / S.R. 92 intersection between 2018 and 2022 since these are the last 5 full years of available validated crash data. Detailed crash data are included in Appendix D.

A total of 65 crashes occurred at this intersection during that timeframe. Rear-end crashes were the most common crash type, followed by angle crashes. One crash was severe, which involved a left-turning vehicle failing to yield to a cyclist. 15% of the crashes listed had distracted driving listed as a factor.

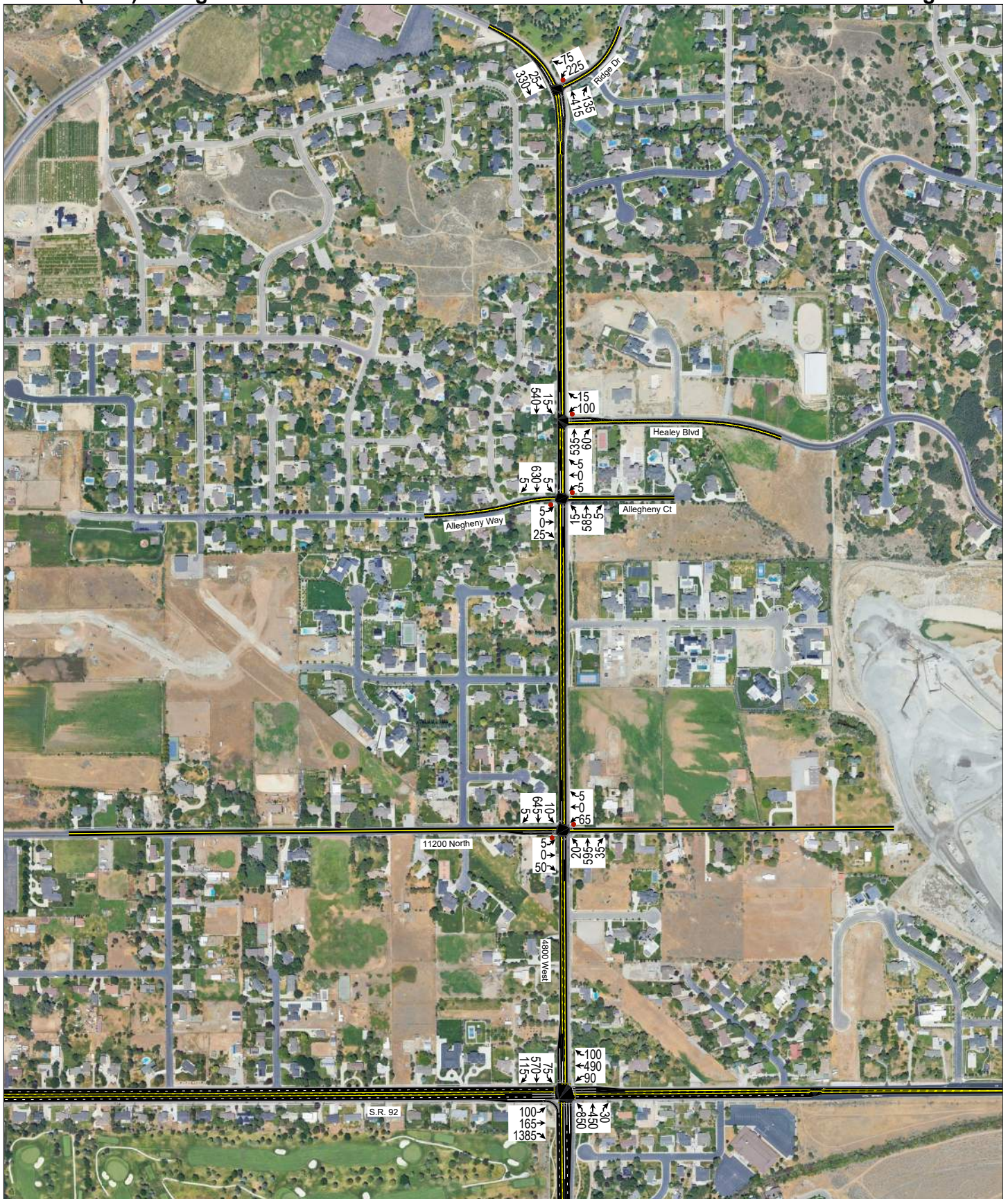
As regional traffic grows into the future, capacity improvements at the intersection may reduce rear-end crashes resulting from unexpectedly long queues. It is worth noting that 2022, the most recent year in the data, had the lowest number of crashes, which was the year that the signal timing change was implemented and queues were reduced.

Future (2050) Analysis

Hales Engineering obtained future (2050) forecasted volumes from the Wasatch Front Regional Council (WFRC) / Mountainland Association of Governments (MAG) travel demand model. Peak period turning movement counts were estimated using National Cooperative Highway Research Program (NCHRP) 255 methodologies which utilize existing peak period turn volumes and future AWDT volumes to project the future turn volumes at the major intersections. Future (2050) background morning and evening peak hour turning movement volumes are shown in Figure 2.

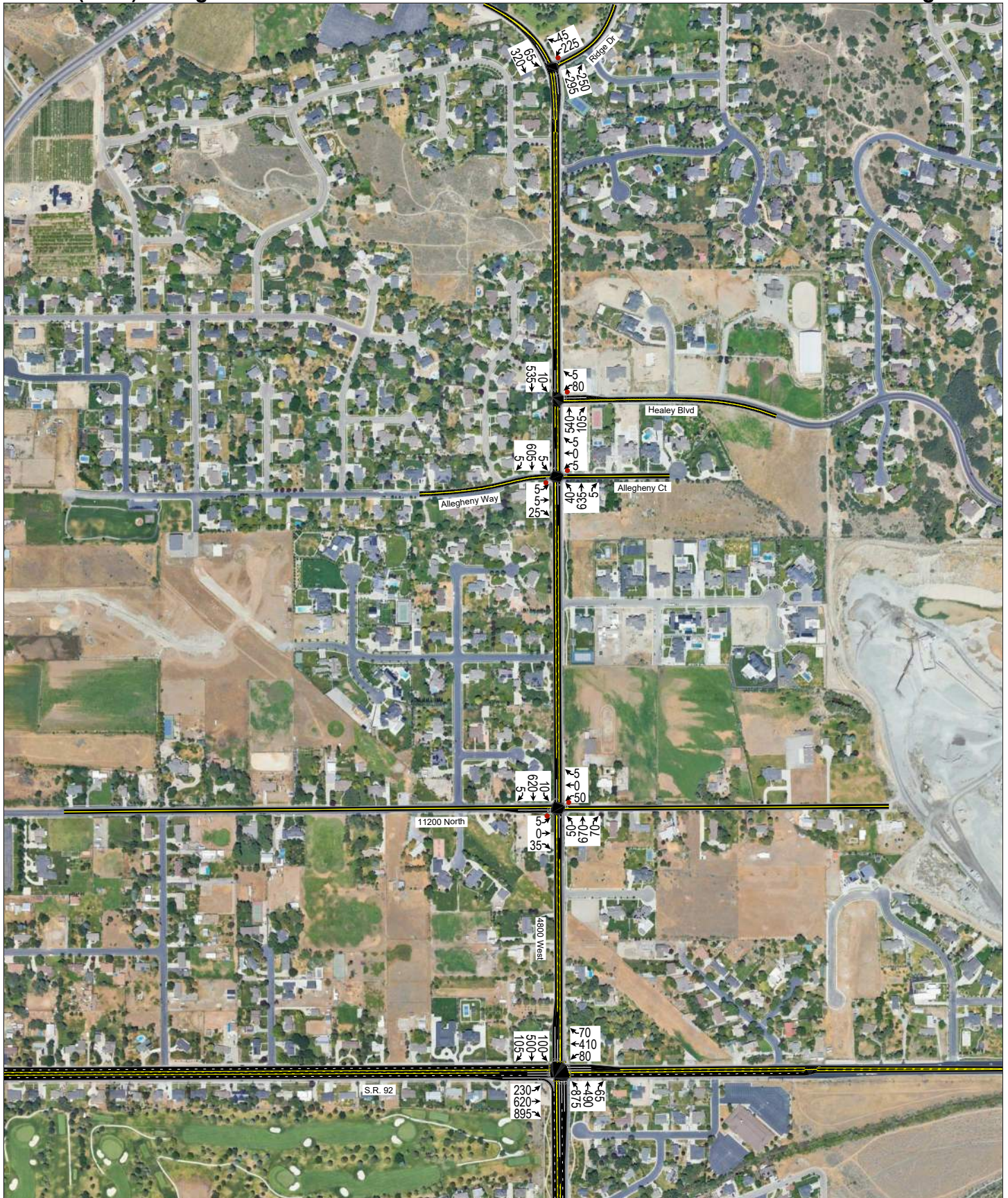
Hales Engineering determined that the 4800 West / S.R. 92 and 11200 North / 4800 West intersections are anticipated to operate at poor levels of service during the morning and evening peak hours in future (2050) background conditions, as shown in Table 2. These results serve as a baseline condition for the impact analysis of the proposed development for future (2050) conditions. The poor LOS at the 11200 North / 4800 West intersection is due to queueing from S.R. 92 backing across the intersection.

Hales Engineering calculated the 95th percentile queue lengths for each of the study intersections. At the 4800 West / S.R. 92 intersection, queues of over 1,000 feet are anticipated on all but the westbound approach, which experienced a 95th percentile queue of 950 feet.



Highland - 4800 West TS Future (2050) Background

Evening Peak Hour Figure 2B



Hales Engineering
1220 North 500 West Ste 202, Lehi, UT, 84043

801.766.4343
01/26/2024

Table 2: Future (2050) Peak Hour LOS

Intersection		LOS (Sec. Delay / Veh.) / Movement ¹	
Description	Control	Morning Peak	Evening Peak
4800 West / S.R. 92	Signal	E (66.4)	F (>80)
11200 South / 4800 West	EB/SB Stop	f (>50) / WBR	f (>50) / WBL
Allegheny Way / 4800 West	EB/WB Stop	c (16.0) / EBL	c (22.0) / EBL
Healey Boulevard / 4800 West	WB Stop	c (20.6) / WBL	d (27.0) / WBL
Ridge Drive / 4800 West	WB Stop	c (20.4) / WBL	c (18.6) / WBL

1. Movement indicated for unsignalized intersections where delay and LOS represents worst movement. SBL = Southbound left movement, etc.

2. Uppercase LOS used for signalized, roundabout, and AWSC intersections. Lowercase LOS used for all other unsignalized intersections.

Source: Hales Engineering, January 2024

Mitigation Measures

It is recommended that 4800 West be widened to a 5-lane section from S.R. 92 to 11200 South, adding a lane in the north- and southbound direction and terminating the outer northbound lane as a trap right at 11200 South. The second southbound thru lane at S.R. 92 will necessitate the addition of a third southbound lane south of the intersection to provide acceleration for the eastbound free right. This lane could end south of the subdivision at the golf course.

Based on the future volumes, the UDOT thresholds for dual left-turn lanes on the eastbound approach are nearly met. To future-proof the intersection, the east- and westbound approaches could be widened to accommodate eastbound dual left turns but be striped with single lanes until the point at which dual left-turns are warranted.

A second northbound thru lane, while not necessary from a capacity perspective, is recommended to match the alignment on the north side of the intersection. A separate northbound right-turn lane is still recommended.

A separate dedicated westbound right-turn lane is also recommended to minimize queues at the intersection. Queues would be about twice as long otherwise on that approach.

Finally, it is recommended that the southbound right-turn pocket be extended by 100 feet to allow right-turning vehicles to get around the queued thru vehicles.

At the Ridge Drive / 4800 West intersection, while it operates at an acceptable LOS, it is recommended that separate left- and right-turn pockets be striped on the westbound approach since there is room for it and it would improve operation for right-turning vehicles.

A diagram showing the proposed lane configuration at the 4800 West / S.R. 92 intersection is shown in Figure 3.



Figure 3: Proposed 4800 West / S.R. 92 intersection configuration

A mitigated scenario was analyzed with the proposed improvements. Because southbound queueing will lessen with the second lane at the 4800 West / S.R. 92 intersection, and because the eastbound right may struggle with capacity, 100 vehicles were rerouted from the eastbound right to the southbound thru as congestion shapes drivers' routes.

With the proposed improvements, all study intersections are anticipated to operate at acceptable levels of service, as shown in Table 3.

Table 3: Mitigated Future (2050) Peak Hour LOS

Intersection		LOS (Sec. Delay / Veh.) / Movement ¹	
Description	Control	Morning Peak	Evening Peak
4800 West / S.R. 92	Signal	D (37.8)	D (42.6)
11200 South / 4800 West	EB/SB Stop	c (21.1) / WBL	c (19.2) / WBL
Allegheny Way / 4800 West	EB/WB Stop	c (16.5) / WBL	c (20.4) / WBL
Healey Boulevard / 4800 West	WB Stop	c (23.3) / WBL	c (19.2) / WBL
Ridge Drive / 4800 West	WB Stop	c (20.4) / WBL	c (17.0) / WBL

1. Movement indicated for unsignalized intersections where delay and LOS represents worst movement. SBL = Southbound left movement, etc.

2. Uppercase LOS used for signalized, roundabout, and AWSC intersections. Lowercase LOS used for all other unsignalized intersections.

Source: Hales Engineering, January 2024

Other Considerations

In the course of this project, other improvements could be considered. While it is not anticipated that these may be necessary from an operational perspective, they would serve to reduce delay and/or queueing and could be implemented if the City desires.

Extending the eastbound right-turn pocket at the 4800 West / S.R. 92 intersection would get right-turning vehicles out of the mainline, reducing the potential for queueing on this approach.

Additionally, a roundabout could be considered at the Healey Boulevard / 4800 West intersection. Complaints from residents have indicated that it can be difficult to turn from the side street at times, and this would reduce delay for those movements.

Again, these are options to consider and may not be absolutely necessary from a capacity perspective.

Conclusions

The findings of this study are as follows:

- All study intersections currently operate at acceptable levels of service but the 4800 West / S.R. 92 intersection is approaching capacity.
- Without improvements, the 4800 West / S.R. 92 and 11200 South / 4800 West intersections are anticipated to operate at poor levels of service.
- The following improvements are recommended:
 - 4800 West:
 - Widen to 5 lanes from 11200 South to S.R. 92 and end outer northbound lane as a trap right at 11200 South

- Add a third southbound lane south of S.R. 92 as a dedicated acceleration lane for the free right. This could carry past the subdivision and end at the golf course.
- 4800 West / S.R. 92:
 - Add a second northbound thru lane and keep a right-turn pocket
 - Add a dedicated westbound right-turn pocket
 - Widen east- and westbound approaches to accommodate potential future eastbound dual left-turn lanes
 - Extend southbound right-turn pocket by 100 feet
- Ridge Drive / 4800 West:
 - Stripe separate westbound left- and right-turn lanes
- The following additional improvements could also be considered to reduce delay and/or queueing:
 - 4800 West / S.R. 92:
 - Extend eastbound right-turn pocket
 - Healey Boulevard / 4800 West:
 - Install roundabout

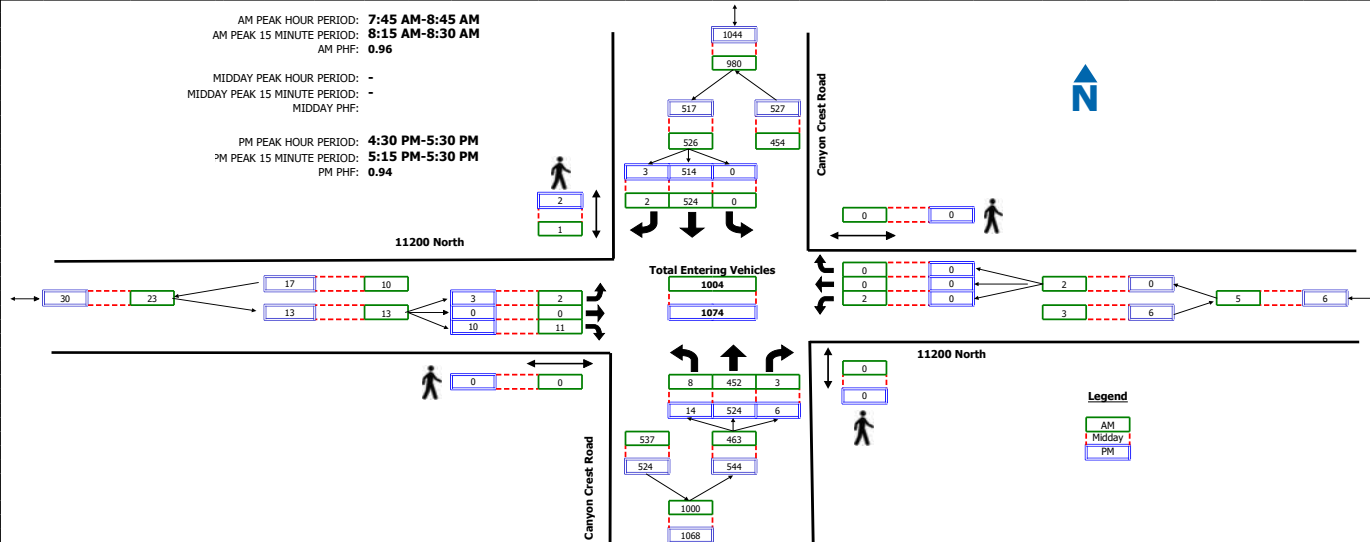
If you have any questions regarding this memorandum, please contact us at 801.766.4343.

APPENDIX A

Turning Movement Counts

Intersection: Canyon Crest Road / 11200 North
North/South Road: Canyon Crest Road
East/West Road: 11200 North
Jurisdiction: Highland
Project Title: Highland Canyon Crest Road TS
Project No: 24-2687
Weather: Clear

Date:	1/17/2024 & 1/18/2024
Day of Week Adjustment:	100.0%
Month of Year Adjustment:	98.7%
Adjustment Station #:	0
Growth Rate:	0.0%
Number of Years:	0

[illegible]

Intersection Turning Movement Summary

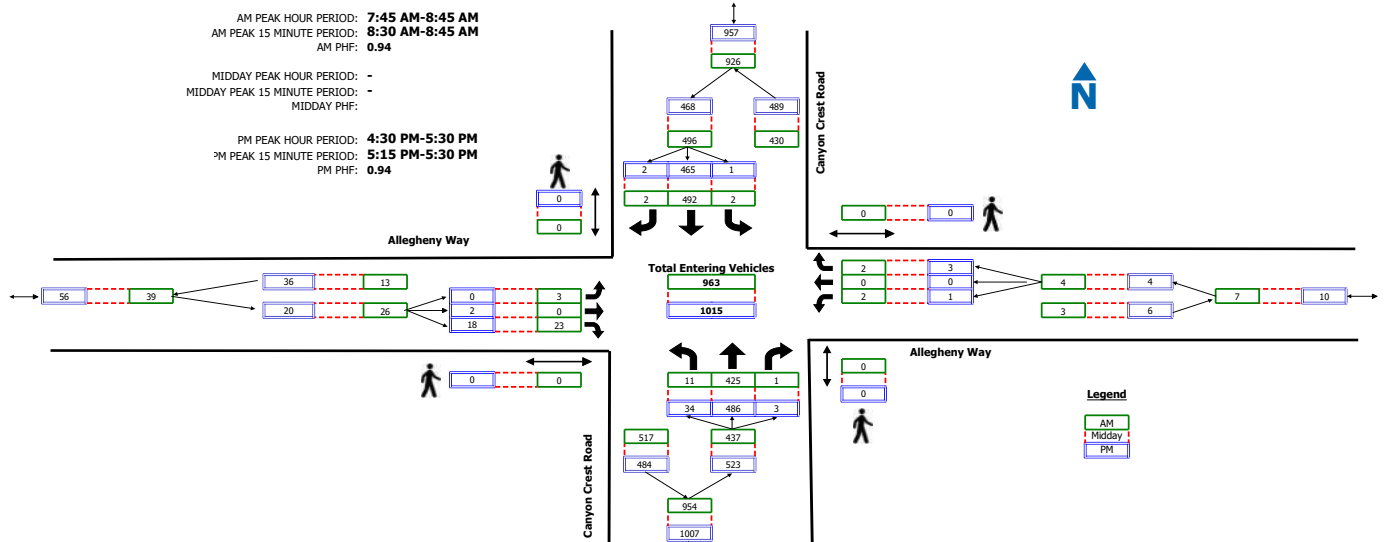
Intersection: Canyon Crest Road / Allegheny Way
North/South Road: Canyon Crest Road
East/West Road: Allegheny Way
Jurisdiction: Highland
Project Title: Highland Canyon Crest Road TS
Project No: UT24-2687
Weather: Clear

Date: 1/17/2024 & 1/18/2024
Day of Week Adjustment: 100.0%
Month of Year Adjustment: 98.7%
Adjustment Station #: 0
Growth Rate: 0.0%
Number of Years: 0

AM PEAK HOUR PERIOD: **7:45 AM-8:45 AM**
AM PEAK 15 MINUTE PERIOD: **8:30 AM-8:45 AM**
AM PHF: **0.94**

MIDDAY PEAK HOUR PERIOD: -
MIDDAY PEAK 15 MINUTE PERIOD: -
MIDDAY PHF: -

PM PEAK HOUR PERIOD: **4:30 PM-5:30 PM**
PM PEAK 15 MINUTE PERIOD: **5:15 PM-5:30 PM**
PM PHF: **0.94**



COUNT SUMMARY	Canyon Crest Road Northbound				Canyon Crest Road Southbound				Allegheny Way Eastbound				Allegheny Way Westbound				TOTAL
	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	
AM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
7:00 - 7:15	2	27	0	0	0	58	0	1	0	0	8	0	1	0	0	0	96
7:15 - 7:30	0	68	0	0	0	133	0	0	0	0	3	0	0	0	0	0	204
7:30 - 7:45	6	97	0	0	1	119	0	1	0	0	15	0	1	0	0	0	239
7:45 - 8:00	3	123	0	0	1	91	0	0	0	0	4	0	1	0	0	0	223
8:00 - 8:15	1	104	1	0	0	121	2	0	3	0	5	0	0	0	2	0	239
8:15 - 8:30	4	117	0	0	1	120	0	0	0	0	4	0	0	0	0	0	246
8:30 - 8:45	3	81	0	0	0	160	0	0	0	0	10	0	1	0	0	0	255
8:45 - 9:00	0	80	0	0	0	102	0	1	0	0	7	0	1	0	1	0	191
MIDDAY PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
9:00 - 9:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:15 - 9:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:30 - 9:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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10:00 - 10:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:15 - 10:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:30 - 10:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:45 - 11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00 - 11:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:15 - 11:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:30 - 11:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:45 - 12:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:00 - 12:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:15 - 12:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:30 - 12:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:45 - 13:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:00 - 13:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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14:00 - 14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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15:30 - 15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:45 - 16:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
16:00 - 16:15	2	97	1	0	0	98	0	0	1	0	6	0	0	0	0	0	205
16:15 - 16:30	6	109	0	0	1	105	0	0	0	0	3	0	0	0	1	0	225
16:30 - 16:45	3	99	0	0	0	125	1	0	0	1	6	0	1	0	0	0	236
16:45 - 17:00	18	108	2	0	1	116	0	0	0	0	8	0	0	0	2	0	255
17:00 - 17:15	5	125	0	0	0	120	0	0	0	0	2	0	0	0	1	0	253
17:15 - 17:30	8	154	1	0	0	104	1	0	0	1	2	0	0	0	0	0	271
17:30 - 17:45	5	102	0	0	0	102	0	0	2	0	2	0	0	0	0	0	213
17:45 - 18:00	3	121	2	0	1	89	0	0	0	0	2	0	0	0	0	0	218

Intersection Turning Movement Summary

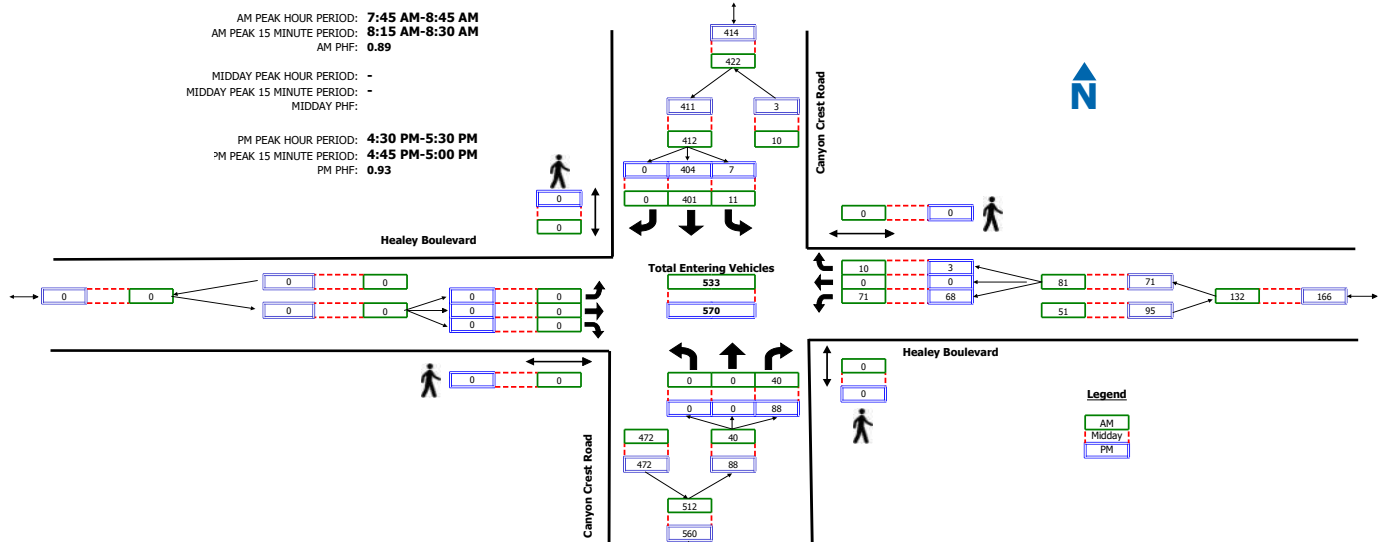
Intersection: Canyon Crest Road / Healey Boulevard
North/South Road: Canyon Crest Road
East/West Road: Healey Boulevard
Jurisdiction: Highland
Project Title: Highland Canyon Crest Road TS
Project No: UT24-2687
Weather: Clear

Date: 1/17/2024 & 1/18/2024
Day of Week Adjustment: 100.0%
Month of Year Adjustment: 98.7%
Adjustment Station #: 0
Growth Rate: 0.0%
Number of Years: 0

AM PEAK HOUR PERIOD: **7:45 AM-8:45 AM**
AM PEAK 15 MINUTE PERIOD: **8:15 AM-8:30 AM**
AM PHF: **0.89**

MIDDAY PEAK HOUR PERIOD: -
MIDDAY PEAK 15 MINUTE PERIOD: -
MIDDAY PHF: -

PM PEAK HOUR PERIOD: **4:30 PM-5:30 PM**
PM PEAK 15 MINUTE PERIOD: **4:45 PM-5:00 PM**
PM PHF: **0.93**



COUNT SUMMARY	Canyon Crest Road Northbound				Canyon Crest Road Southbound				Healey Boulevard Eastbound				Healey Boulevard Westbound				TOTAL
	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	
AM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
7:00 - 7:15	0	0	4	0	0	52	0	0	0	0	0	0	9	0	0	0	65
7:15 - 7:30	0	0	3	0	1	106	0	0	0	0	0	0	25	0	2	0	137
7:30 - 7:45	0	0	8	0	0	87	0	0	0	0	0	0	21	0	0	0	116
7:45 - 8:00	0	0	9	0	2	81	0	0	0	0	0	0	13	0	2	0	107
8:00 - 8:15	0	0	10	0	4	109	0	0	0	0	0	0	19	0	2	0	144
8:15 - 8:30	0	0	10	0	4	112	0	0	0	0	0	0	19	0	4	0	149
8:30 - 8:45	0	0	11	0	1	99	0	0	0	0	0	0	20	0	2	0	133
8:45 - 9:00	0	0	10	0	1	76	0	0	0	0	0	0	15	0	2	0	104
MIDDAY PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
9:00 - 9:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:15 - 9:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:30 - 9:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:45 - 10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:00 - 10:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:15 - 10:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:30 - 10:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:45 - 11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00 - 11:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:15 - 11:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:30 - 11:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:45 - 12:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:00 - 12:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:15 - 12:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:30 - 12:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:45 - 13:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:00 - 13:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:15 - 13:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:30 - 13:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:45 - 14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00 - 14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15 - 14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30 - 14:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45 - 15:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00 - 15:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15 - 15:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:30 - 15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:45 - 16:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
16:00 - 16:15	0	0	18	0	0	68	0	0	0	0	0	0	16	0	2	0	104
16:15 - 16:30	0	0	22	0	1	62	0	0	0	0	0	0	14	0	1	0	100
16:30 - 16:45	0	0	13	0	4	105	0	0	0	0	0	0	16	0	1	0	139
16:45 - 17:00	0	0	20	0	1	114	0	0	0	0	0	0	18	0	1	0	154
17:00 - 17:15	0	0	27	0	2	88	0	0	0	0	0	0	19	0	0	0	136
17:15 - 17:30	0	0	28	0	0	97	0	0	0	0	0	0	15	0	1	0	141
17:30 - 17:45	0	0	21	0	1	73	0	0	0	0	0	0	14	0	1	0	110
17:45 - 18:00	0	0	19	0	2	72	0	0	0	0	0	0	13	0	1	0	107

Intersection Turning Movement Summary

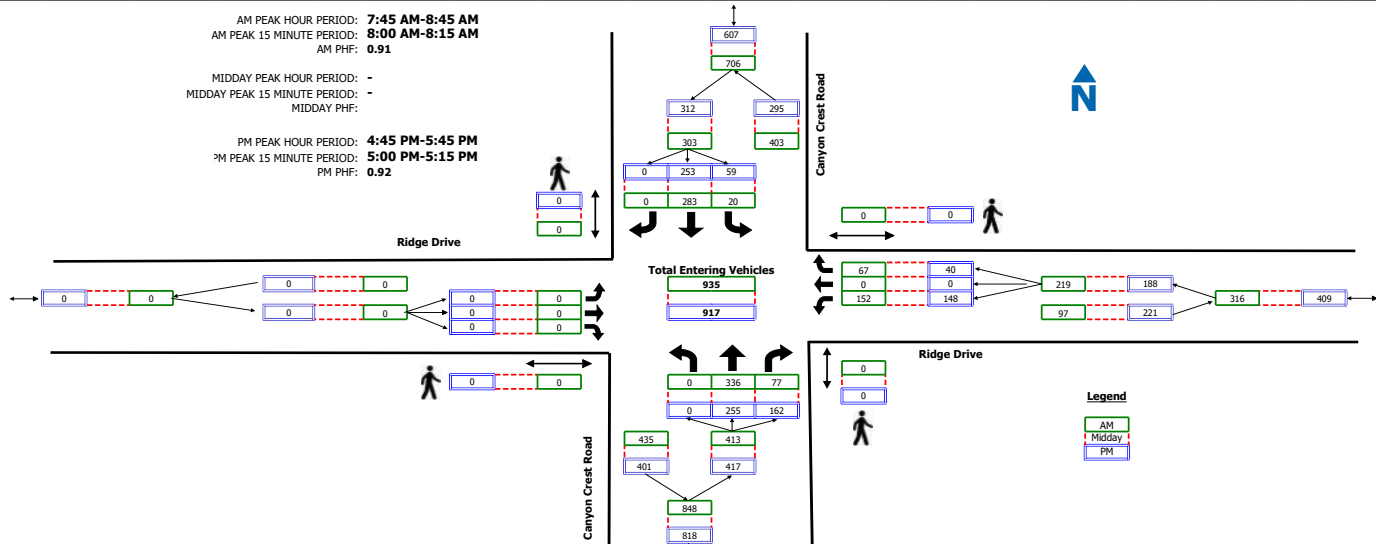
Intersection: Canyon Crest Road / Ridge Drive
North/South Road: Canyon Crest Road
East/West Road: Ridge Drive
Jurisdiction: Highland
Project Title: Highland Canyon Crest Road TS
Project No: UT24-2687
Weather: Clear

Date: 1-18-24, Thu
Day of Week Adjustment: 100.0%
Month of Year Adjustment: 98.7%
Adjustment Station #: 0
Growth Rate: 0.0%
Number of Years: 0

AM PEAK HOUR PERIOD: **7:45 AM-8:45 AM**
AM PEAK 15 MINUTE PERIOD: **8:00 AM-8:15 AM**
AM PHF: **0.91**

MIDDAY PEAK HOUR PERIOD: -
MIDDAY PEAK 15 MINUTE PERIOD: -
MIDDAY PHF: -

PM PEAK HOUR PERIOD: **4:45 PM-5:45 PM**
PM PEAK 15 MINUTE PERIOD: **5:00 PM-5:15 PM**
PM PHF: **0.92**

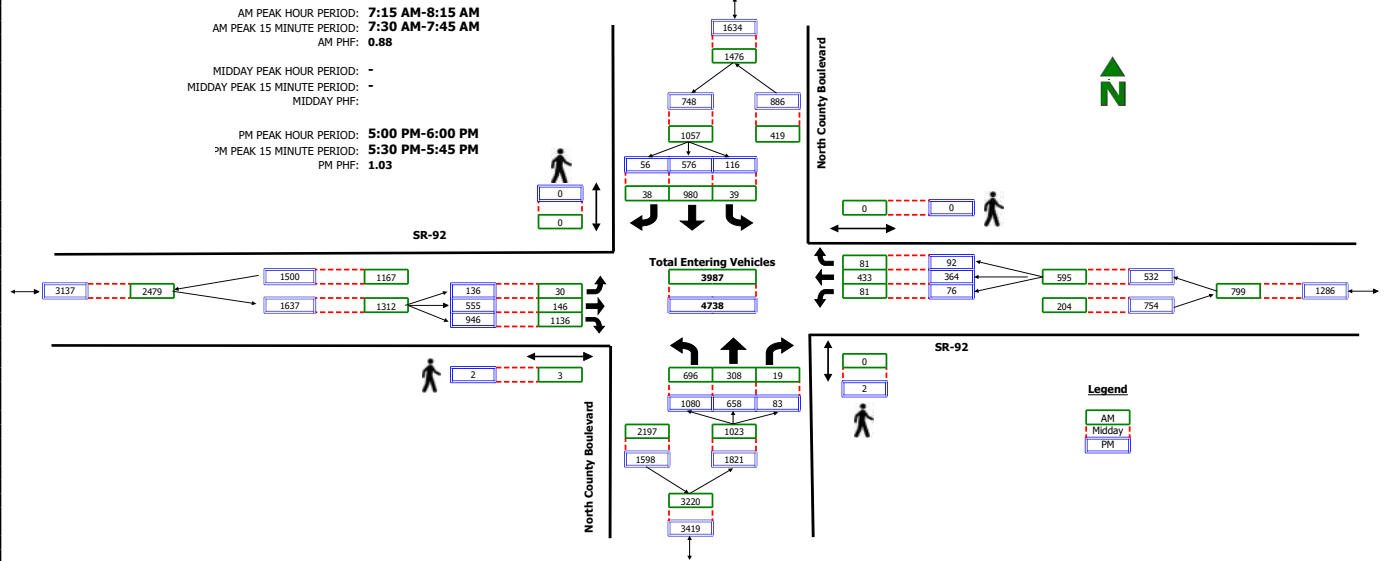


COUNT SUMMARY	Canyon Crest Road Northbound				Canyon Crest Road Southbound				Ridge Drive Eastbound				Ridge Drive Westbound				TOTAL
	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	
AM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
7:00 - 7:15	0	16	7	0	0	33	0	0	0	0	0	0	19	0	4	0	79
7:15 - 7:30	0	62	4	0	4	74	0	1	0	0	0	0	35	0	6	0	185
7:30 - 7:45	0	65	24	0	1	46	0	0	0	0	0	0	40	0	11	0	187
7:45 - 8:00	0	103	19	0	3	54	0	0	0	0	0	0	19	0	22	0	220
8:00 - 8:15	0	82	24	0	8	88	0	0	0	0	0	0	29	0	25	0	256
8:15 - 8:30	0	93	18	0	5	74	0	0	0	0	0	0	44	0	12	0	246
8:30 - 8:45	0	58	16	0	4	67	0	0	0	0	0	0	60	0	8	0	213
8:45 - 9:00	0	51	21	0	5	68	0	0	0	0	0	0	34	0	9	0	188
MIDDAY PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
9:00 - 9:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:15 - 9:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:30 - 9:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:45 - 10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:00 - 10:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:15 - 10:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:30 - 10:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:45 - 11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00 - 11:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:15 - 11:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:30 - 11:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:45 - 12:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:00 - 12:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:15 - 12:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:30 - 12:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:45 - 13:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:00 - 13:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:15 - 13:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:30 - 13:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:45 - 14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00 - 14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15 - 14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30 - 14:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45 - 15:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00 - 15:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15 - 15:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:30 - 15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:45 - 16:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
16:00 - 16:15	0	49	36	0	6	69	0	0	0	0	0	0	26	0	6	0	192
16:15 - 16:30	0	55	41	0	10	39	0	0	0	0	0	0	29	0	12	0	186
16:30 - 16:45	0	62	39	0	5	71	0	0	0	0	0	0	22	0	11	0	210
16:45 - 17:00	0	53	47	0	18	67	0	0	0	0	0	0	35	0	8	0	228
17:00 - 17:15	0	67	30	0	13	73	0	0	0	0	0	0	51	0	15	0	249
17:15 - 17:30	0	62	43	0	22	56	0	0	0	0	0	0	29	0	12	0	224
17:30 - 17:45	0	73	42	0	6	57	0	0	0	0	0	0	33	0	5	0	216
17:45 - 18:00	0	72	36	0	20	50	0	0	0	0	0	0	32	0	8	0	218

Intersection Turning Movement Summary

Intersection: North County Boulevard / SR-92
North/South: North County Boulevard
East/West: SR-92
Jurisdiction: Highland
Project Title: North County Boulevard TS
Project No: UT19-1461
Weather: Clear

Date: 4-23-19, Tue
Day of Week Adjustment: 100.0%
Month of Year Adjustment: 100.0%
Adjustment Station #: 0
Growth Rate: 2.0%
Number of Years: 5



RAW COUNT SUMMARIES	North County Boulevard Northbound				North County Boulevard Southbound				SR-92 Eastbound				SR-92 Westbound				TOTAL
	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	Left	Thru	Right	Peds	
AM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
7:00 - 7:15	104	38	5	0	1	105	7	0	1	29	99	0	9	59	2	0	459
7:15 - 7:30	156	52	5	0	3	191	9	0	6	31	270	0	17	83	7	0	830
7:30 - 7:45	146	68	6	0	0	306	4	0	4	28	404	1	29	109	26	0	1130
7:45 - 8:00	186	78	3	0	17	176	4	0	6	36	214	2	16	125	24	0	885
8:00 - 8:15	142	81	3	0	15	215	17	0	11	37	141	0	11	75	16	0	764
8:15 - 8:30	116	80	2	1	3	140	17	0	20	22	84	0	11	115	8	0	618
8:30 - 8:45	140	59	6	0	5	130	12	0	5	18	83	0	7	86	4	0	555
8:45 - 9:00	138	75	5	0	1	168	18	0	6	15	67	0	4	67	16	0	580
MIDDAY PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
9:00 - 9:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:15 - 9:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:30 - 9:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9:45 - 10:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:00 - 10:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:15 - 10:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:30 - 10:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10:45 - 11:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:00 - 11:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:15 - 11:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:30 - 11:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11:45 - 12:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:00 - 12:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:15 - 12:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:30 - 12:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:45 - 13:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:00 - 13:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:15 - 13:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:30 - 13:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13:45 - 14:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:00 - 14:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:15 - 14:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:30 - 14:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14:45 - 15:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:00 - 15:15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:15 - 15:30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:30 - 15:45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15:45 - 16:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM PERIOD COUNTS																	
Period	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	TOTAL
16:00 - 16:15	219	81	4	0	22	145	22	0	30	66	207	0	14	70	31	0	911
16:15 - 16:30	247	73	12	0	24	104	21	0	21	59	165	0	8	66	26	0	826
16:30 - 16:45	242	140	9	0	14	100	10	0	14	78	146	2	15	85	23	0	876
16:45 - 17:00	250	116	8	0	33	160	21	0	33	81	149	0	19	71	18	0	959
17:00 - 17:15	214	144	19	2	26	115	11	0	48	117	196	0	10	81	26	0	1007
17:15 - 17:30	253	153	22	0	25	127	10	0	23	128	217	2	22	76	18	0	1074
17:30 - 17:45	251	166	16	0	34	146	12	0	22	136	237	0	19	85	24	0	1148
17:45 - 18:00	260	133	18	0	20	134	18	0	30	122	207	0	18	88	15	0	1063

APPENDIX B

LOS Results

SimTraffic LOS Report

Project: Highland - 4800 West TS
Analysis Period: Existing (2024)
Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & S.R. 92
Type: Signalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	696	691	99	43.8	D
	T	339	350	103	20.9	C
	R	28	28	100	4.9	A
	Subtotal	1,063	1,069	101	35.3	D
SB	L	64	63	98	58.8	E
	T	439	436	99	41.4	D
	R	46	49	107	15.6	B
	Subtotal	549	548	100	41.1	D
EB	L	34	32	93	51.8	D
	T	146	151	103	40.1	D
	R	1,136	1,132	100	14.1	B
	Subtotal	1,316	1,315	100	18.0	B
WB	L	81	81	100	41.6	D
	T	433	437	101	39.1	D
	R	90	95	105	26.0	C
	Subtotal	604	613	101	37.4	D
Total		3,532	3,545	100	30.2	C

Intersection: 4800 West & 11200 North
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	8	8	97	5.4	A
	T	453	467	103	2.5	A
	R	3	3	100	2.6	A
	Subtotal	464	478	103	2.5	A
SB	T	525	521	99	1.7	A
	R	2	3	150	1.5	A
	Subtotal	527	524	99	1.7	A
EB	L	2	1	50	10.3	B
	R	11	12	107	4.8	A
	Subtotal	13	13	100	5.2	A
WB	L	2	2	100	10.7	B
	Subtotal	2	2	100	10.7	B
Total		1,006	1,017	101	2.2	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Existing (2024)

Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Allegheny Way/Allegheny Ct

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	11	10	89	4.2	A
	T	442	455	103	2.2	A
	R	1	1	100	1.2	A
	Subtotal	454	466	103	2.2	A
SB	L	2	2	100	2.7	A
	T	502	498	99	0.5	A
	R	2	2	100	0.2	A
	Subtotal	506	502	99	0.5	A
EB	L	3	3	100	10.1	B
	R	23	24	104	4.5	A
	Subtotal	26	27	104	5.1	A
WB	L	2	2	100	9.7	A
	R	2	2	100	4.0	A
	Subtotal	4	4	100	6.9	A
Total		990	999	101	1.5	A

Intersection: 4800 West & Healey Blvd

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	408	420	103	1.3	A
	R	40	41	102	0.5	A
	Subtotal	448	461	103	1.2	A
SB	L	11	11	98	4.8	A
	T	434	437	101	0.9	A
	Subtotal	445	448	101	1.0	A
WB	L	71	66	93	12.2	B
	R	10	10	98	4.5	A
	Subtotal	81	76	94	11.2	B
Total		975	985	101	1.9	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Existing (2024)

Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Ridge Dr

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	340	350	103	0.6	A
	R	78	80	103	0.3	A
	Subtotal	418	430	103	0.5	A
SB	L	20	19	96	2.9	A
	T	290	299	103	0.5	A
	Subtotal	310	318	103	0.6	A
WB	L	155	148	96	10.9	B
	R	67	65	97	7.1	A
	Subtotal	222	213	96	9.7	A
Total		949	961	101	2.6	A

SimTraffic LOS Report

Project: Highland - 4800 West TS
Analysis Period: Existing (2024)
Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & S.R. 92
Type: Signalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	705	700	99	56.1	E
	T	375	374	100	30.0	C
	R	83	86	104	6.0	A
	Subtotal	1,163	1,160	100	44.0	D
SB	L	81	76	94	80.2	F
	T	390	393	101	61.6	E
	R	54	54	100	20.0	B
	Subtotal	525	523	100	60.0	E
EB	L	109	110	101	48.3	D
	T	555	559	101	46.7	D
	R	725	717	99	9.9	A
	Subtotal	1,389	1,386	100	27.8	C
WB	L	76	82	108	49.6	D
	T	364	362	100	39.1	D
	R	60	62	103	23.6	C
	Subtotal	500	506	101	38.9	D
Total		3,577	3,575	100	39.4	D

Intersection: 4800 West & 11200 North
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	14	14	98	6.4	A
	T	524	527	101	3.1	A
	R	6	6	100	2.9	A
	Subtotal	544	547	101	3.2	A
SB	T	514	508	99	1.7	A
	R	3	3	100	1.2	A
	Subtotal	517	511	99	1.7	A
EB	L	3	2	67	5.7	A
	R	10	10	98	4.5	A
	Subtotal	13	12	92	4.7	A
Total		1,075	1,070	100	2.5	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Existing (2024)

Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Allegheny Way/Allegheny Ct
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	34	32	95	5.1	A
	T	490	492	100	2.7	A
	R	3	4	133	1.5	A
	Subtotal	527	528	100	2.8	A
SB	L	1	0	0	0.5	A
	T	500	494	99	0.2	A
	R	2	2	100	0.2	A
	Subtotal	503	496	99	0.5	A
EB	T	2	1	50	9.9	A
	R	18	18	99	4.5	A
	Subtotal	20	19	95	4.8	A
WB	L	1	1	100	8.1	A
	R	3	3	100	5.6	A
	Subtotal	4	4	100	6.2	A
Total		1,054	1,047	99	1.8	A

Intersection: 4800 West & Healey Blvd
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	406	405	100	2.1	A
	R	88	89	101	0.9	A
	Subtotal	494	494	100	1.9	A
SB	L	7	6	86	4.6	A
	T	434	430	99	0.8	A
	Subtotal	441	436	99	0.9	A
WB	L	68	67	98	12.3	B
	R	3	3	100	6.5	A
	Subtotal	71	70	99	12.1	B
Total		1,006	1,000	99	2.2	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Existing (2024)

Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Ridge Dr

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	256	252	98	0.6	A
	R	162	163	100	0.5	A
	Subtotal	418	415	99	0.6	A
SB	L	59	57	96	3.8	A
	T	292	287	98	0.5	A
	Subtotal	351	344	98	1.0	A
WB	L	148	146	99	10.9	B
	R	40	39	98	6.5	A
	Subtotal	188	185	98	10.0	A
Total		958	944	99	2.6	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Future (2050)

Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & S.R. 92

Type: Signalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	850	842	99	87.3	F
	T	450	455	101	38.2	D
	R	30	30	100	13.4	B
	Subtotal	1,330	1,327	100	68.8	E
SB	L	75	70	94	137.4	F
	T	572	556	97	114.9	F
	R	115	110	95	82.1	F
	Subtotal	762	736	97	112.1	F
EB	L	100	96	96	71.4	E
	T	165	164	99	54.3	D
	R	1,385	1,382	100	23.3	C
	Subtotal	1,650	1,642	100	29.2	C
WB	L	90	91	101	89.2	F
	T	490	487	99	95.2	F
	R	100	105	105	79.5	E
	Subtotal	680	683	100	92.0	F
Total		4,422	4,388	99	66.4	E

Intersection: 4800 West & 11200 North

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	20	18	91	8.7	A
	T	597	605	101	4.0	A
	R	35	38	108	3.0	A
	Subtotal	652	661	101	4.1	A
SB	L	10	10	98	11.9	B
	T	645	640	99	8.1	A
	R	5	5	95	3.3	A
	Subtotal	660	655	99	8.1	A
EB	L	5	5	95	24.5	C
	R	50	48	96	87.4	F
	Subtotal	55	53	96	81.5	F
WB	L	65	58	89	115.8	F
	R	5	4	76	131.4	F
	Subtotal	70	62	89	116.8	F
Total		1,438	1,431	100	14.2	B

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Future (2050)

Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Allegheny Way/Allegheny Ct

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	15	14	95	6.6	A
	T	586	591	101	2.9	A
	R	5	6	114	2.2	A
	Subtotal	606	611	101	3.0	A
SB	L	5	5	95	4.2	A
	T	630	630	100	0.7	A
	R	5	7	133	0.2	A
	Subtotal	640	642	100	0.7	A
EB	L	5	4	76	16.0	C
	R	25	24	96	6.3	A
	Subtotal	30	28	93	7.7	A
WB	L	5	4	76	11.4	B
	R	5	6	114	7.7	A
	Subtotal	10	10	100	9.2	A
Total		1,287	1,291	100	2.0	A

Intersection: 4800 West & Healey Blvd

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	535	541	101	1.8	A
	R	60	60	100	0.7	A
	Subtotal	595	601	101	1.7	A
SB	L	15	15	102	5.7	A
	T	543	548	101	1.0	A
	Subtotal	558	563	101	1.1	A
WB	L	100	97	97	20.6	C
	R	15	15	102	6.9	A
	Subtotal	115	112	97	18.8	C
Total		1,267	1,276	101	2.9	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Future (2050)

Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Ridge Dr

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	416	421	101	0.7	A
	R	135	136	101	0.4	A
	Subtotal	551	557	101	0.6	A
SB	L	25	26	104	4.3	A
	T	330	334	101	0.7	A
	Subtotal	355	360	101	1.0	A
WB	L	225	228	101	20.4	C
	R	75	75	100	17.2	C
	Subtotal	300	303	101	19.6	C
Total		1,206	1,220	101	5.4	A

SimTraffic LOS Report

Project: Highland - 4800 West TS
Analysis Period: Mitigated Future (2050)
Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & S.R. 92
Type: Signalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	850	875	103	53.2	D
	T	450	448	100	20.0	B
	R	30	33	110	2.6	A
	Subtotal	1,330	1,356	102	41.0	D
SB	L	75	73	98	69.8	E
	T	670	667	99	57.2	E
	R	115	116	101	18.9	B
	Subtotal	860	856	100	53.1	D
EB	L	100	102	102	53.2	D
	T	165	164	99	42.0	D
	R	1,285	1,302	101	20.4	C
	Subtotal	1,550	1,568	101	24.8	C
WB	L	90	85	94	41.6	D
	T	490	493	101	48.8	D
	R	100	103	103	9.5	A
	Subtotal	680	681	100	42.0	D
Total		4,420	4,461	101	37.8	D

Intersection: 4800 West & 11200 North
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	20	19	96	8.2	A
	T	597	599	100	4.7	A
	R	35	36	102	1.8	A
	Subtotal	652	654	100	4.6	A
SB	L	10	11	107	7.6	A
	T	725	727	100	2.5	A
	R	5	6	114	1.9	A
	Subtotal	740	744	101	2.6	A
EB	L	5	5	95	14.2	B
	R	70	70	100	5.7	A
	Subtotal	75	75	100	6.3	A
WB	L	65	62	95	21.1	C
	R	5	6	114	12.9	B
	Subtotal	70	68	97	20.4	C
Total		1,538	1,541	100	4.4	A

SimTraffic LOS Report

Project: Highland - 4800 West TS
Analysis Period: Mitigated Future (2050)
Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Allegheny Way/Allegheny Ct
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	15	14	95	6.1	A
	T	586	588	100	2.6	A
	R	5	5	95	1.9	A
	Subtotal	606	607	100	2.7	A
SB	L	5	4	76	7.1	A
	T	690	693	100	0.8	A
	R	5	5	95	0.3	A
	Subtotal	700	702	100	0.8	A
EB	L	5	5	95	15.2	C
	R	45	47	105	6.3	A
	Subtotal	50	52	104	7.2	A
WB	L	5	5	95	16.5	C
	R	5	6	114	7.5	A
	Subtotal	10	11	110	11.6	B
Total		1,366	1,372	100	2.0	A

Intersection: 4800 West & Healey Blvd
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	535	535	100	1.9	A
	R	60	63	105	0.8	A
	Subtotal	595	598	101	1.8	A
SB	L	15	14	95	7.5	A
	T	602	604	100	1.2	A
	Subtotal	617	618	100	1.3	A
WB	L	100	100	100	23.3	C
	R	15	15	102	7.4	A
	Subtotal	115	115	100	21.2	C
Total		1,327	1,331	100	3.2	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Mitigated Future (2050)

Time Period: Morning Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Ridge Dr

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	416	414	99	0.7	A
	R	135	140	104	0.4	A
	Subtotal	551	554	101	0.6	A
SB	L	25	25	100	4.5	A
	T	390	388	99	0.7	A
	Subtotal	415	413	100	0.9	A
WB	L	225	227	101	20.4	C
	R	75	75	100	4.9	A
	Subtotal	300	302	101	16.6	C
Total		1,266	1,269	100	4.5	A

SimTraffic LOS Report

Project: Highland - 4800 West TS
Analysis Period: Future (2050)
Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & S.R. 92
Type: Signalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	875	871	100	94.8	F
	T	490	489	100	53.4	D
	R	65	68	104	27.1	C
	Subtotal	1,430	1,428	100	77.4	E
SB	L	100	97	97	168.3	F
	T	502	481	96	148.8	F
	R	105	102	97	102.5	F
	Subtotal	707	680	96	144.6	F
EB	L	230	220	96	141.7	F
	T	620	626	101	99.6	F
	R	895	895	100	32.6	C
	Subtotal	1,745	1,741	100	70.5	E
WB	L	80	78	98	103.1	F
	T	410	416	102	93.7	F
	R	70	74	105	81.2	F
	Subtotal	560	568	101	93.4	F
Total		4,442	4,417	99	87.5	F

Intersection: 4800 West & 11200 North
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	50	49	98	9.9	A
	T	672	665	99	5.3	A
	R	70	72	102	4.0	A
	Subtotal	792	786	99	5.5	A
SB	L	10	8	78	11.9	B
	T	620	623	100	13.4	B
	R	5	6	120	8.8	A
	Subtotal	635	637	100	13.3	B
EB	L	5	6	120	27.7	D
	R	35	31	89	92.1	F
	Subtotal	40	37	93	81.7	F
WB	L	50	46	92	151.6	F
	R	5	5	100	149.0	F
	Subtotal	55	51	93	151.3	F
Total		1,522	1,511	99	16.5	C

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Future (2050)

Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Allegheny Way/Allegheny Ct

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	40	36	90	6.3	A
	T	636	632	99	3.2	A
	R	5	6	120	2.9	A
	Subtotal	681	674	99	3.4	A
SB	L	5	4	80	6.0	A
	T	606	612	101	0.7	A
	R	5	6	120	0.3	A
	Subtotal	616	622	101	0.7	A
EB	L	5	4	80	22.0	C
	T	5	5	100	17.3	C
	R	25	25	101	6.2	A
	Subtotal	35	34	97	9.7	A
WB	L	5	5	100	16.1	C
	R	5	6	120	8.6	A
	Subtotal	10	11	110	12.0	B
Total		1,341	1,341	100	2.4	A

Intersection: 4800 West & Healey Blvd

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	541	534	99	2.4	A
	R	105	108	103	1.0	A
	Subtotal	646	642	99	2.2	A
SB	L	10	13	127	7.7	A
	T	536	543	101	1.0	A
	Subtotal	546	556	102	1.2	A
WB	L	80	80	100	27.0	D
	R	5	5	100	4.7	A
	Subtotal	85	85	100	25.7	D
Total		1,277	1,283	100	3.3	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Future (2050)

Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Ridge Dr

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	298	300	101	0.7	A
	R	250	241	96	0.7	A
	Subtotal	548	541	99	0.7	A
SB	L	65	63	97	4.4	A
	T	320	317	99	0.7	A
	Subtotal	385	380	99	1.3	A
WB	L	225	237	105	18.6	C
	R	45	50	111	14.1	B
	Subtotal	270	287	106	17.8	C
Total		1,203	1,208	100	5.0	A

SimTraffic LOS Report

Project: Highland - 4800 West TS
Analysis Period: Mitigated Future (2050)
Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & S.R. 92
Type: Signalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	875	884	101	51.3	D
	T	490	486	99	27.4	C
	R	65	65	100	5.1	A
	Subtotal	1,430	1,435	100	41.1	D
SB	L	100	99	99	73.0	E
	T	502	498	99	63.5	E
	R	105	102	97	17.2	B
	Subtotal	707	699	99	58.1	E
EB	L	230	221	96	64.3	E
	T	620	621	100	57.0	E
	R	895	896	100	15.1	B
	Subtotal	1,745	1,738	100	36.3	D
WB	L	80	76	95	60.9	E
	T	410	415	101	50.1	D
	R	70	76	108	7.9	A
	Subtotal	560	567	101	45.9	D
Total		4,442	4,439	100	42.6	D

Intersection: 4800 West & 11200 North
Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	50	49	98	9.4	A
	T	672	664	99	5.3	A
	R	70	69	98	2.4	A
	Subtotal	792	782	99	5.3	A
SB	L	10	11	107	7.2	A
	T	620	616	99	2.1	A
	R	5	5	100	1.7	A
	Subtotal	635	632	100	2.2	A
EB	L	5	4	80	17.1	C
	R	35	35	101	4.4	A
	Subtotal	40	39	98	5.7	A
WB	L	50	51	102	19.2	C
	R	5	7	140	11.2	B
	Subtotal	55	58	105	18.2	C
Total		1,522	1,511	99	4.5	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Mitigated Future (2050)

Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Allegheny Way/Allegheny Ct

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	L	40	38	95	6.3	A
	T	636	629	99	2.8	A
	R	5	5	100	2.1	A
	Subtotal	681	672	99	3.0	A
SB	L	5	5	100	5.3	A
	T	606	600	99	0.6	A
	R	5	5	100	0.3	A
	Subtotal	616	610	99	0.6	A
EB	L	5	5	100	17.0	C
	T	5	5	100	18.9	C
	R	25	28	113	5.6	A
	Subtotal	35	38	109	8.9	A
WB	L	5	5	100	20.4	C
	R	5	7	140	7.4	A
	Subtotal	10	12	120	12.8	B
Total		1,341	1,332	99	2.2	A

Intersection: 4800 West & Healey Blvd

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	541	534	99	2.3	A
	R	105	107	102	1.0	A
	Subtotal	646	641	99	2.1	A
SB	L	10	10	98	5.8	A
	T	536	534	100	1.0	A
	Subtotal	546	544	100	1.1	A
WB	L	80	77	97	19.2	C
	R	5	5	100	5.3	A
	Subtotal	85	82	96	18.4	C
Total		1,277	1,267	99	2.7	A

SimTraffic LOS Report

Project: Highland - 4800 West TS

Analysis Period: Mitigated Future (2050)

Time Period: Evening Peak Hour

Project #: UT24-2687

Intersection: 4800 West & Ridge Dr

Type: Unsignalized

Approach	Movement	Demand Volume	Volume Served		Delay/Veh (sec)	
			Avg	%	Avg	LOS
NB	T	298	295	99	0.7	A
	R	250	248	99	0.7	A
	Subtotal	548	543	99	0.7	A
SB	L	65	65	100	4.8	A
	T	320	317	99	0.7	A
	Subtotal	385	382	99	1.4	A
WB	L	225	225	100	17.0	C
	R	45	44	98	3.7	A
	Subtotal	270	269	100	14.8	B
Total		1,203	1,194	99	4.1	A

APPENDIX C

95th Percentile Queue Length Reports

SimTraffic Queueing Report

Project: Highland - 4800 West TS

Analysis: Existing (2024)

Time Period: Morning Peak Hour

95th Percentile Queue Length (feet) - Rounded Up to Nearest Multiple of 25 ft

Project #: UT24-2687

Intersection	NB				SB			EB					WB					
	L	R	T	TR	L	R	T	L	LTR	R	T	TR	L	LR	LTR	R	T	TR
01: 4800 West & S.R. 92	350	75	325		225	175	450	75			125		150				300	250
02: 4800 West & 11200 North												50						
03: 4800 West & Allegheny Way/Allegheny Ct								50										
04: 4800 West & Healey Blvd													75			50		
05: 4800 West & Ridge Dr					25									100				

SimTraffic Queueing Report

Project: Highland - 4800 West TS

Analysis: Existing (2024)

Time Period: Evening Peak Hour

95th Percentile Queue Length (feet) - Rounded Up to Nearest Multiple of 25 ft

Project #: UT24-2687

Intersection	NB				SB			EB					WB					
	L	R	T	TR	L	R	T	L	LTR	R	T	TR	L	LR	LTR	R	T	TR
01: 4800 West & S.R. 92	425	100	325		250	225	575	225		125	375		150				250	225
02: 4800 West & 11200 North												50						
03: 4800 West & Allegheny Way/Allegheny Ct	50							50										
04: 4800 West & Healey Blvd													75					
05: 4800 West & Ridge Dr					50									100				

SimTraffic Queueing Report

Project: Highland - 4800 West TS

Analysis: Future (2050)

Time Period: Morning Peak Hour

95th Percentile Queue Length (feet) - Rounded Up to Nearest Multiple of 25 ft



Project #: UT24-2687

Intersection	NB				SB				EB				WB					
	L	R	T	TR	L	R	T	TR	L	LTR	T	TR	L	LR	LTR	R	T	TR
01: 4800 West & S.R. 92	875	125	650		250	375	1,300		150		825		250				950	275
02: 4800 West & 11200 North	50				50			250	175			150			225			
03: 4800 West & Allegheny Way/Allegheny Ct	50									50					50			
04: 4800 West & Healey Blvd					50								100			50		
05: 4800 West & Ridge Dr					50									200				

SimTraffic Queueing Report

Project: Highland - 4800 West TS

Analysis: Mitigated Future (2050)

Time Period: Morning Peak Hour

95th Percentile Queue Length (feet) - Rounded Up to Nearest Multiple of 25 ft

HALES  **ENGINEERING**
innovative transportation solutions

Project #: UT24-2687

Intersection	NB				SB				EB					WB			
	L	R	T	TR	L	R	T	TR	L	LTR	R	T	TR	L	LTR	R	T
01: 4800 West & S.R. 92	525	50	225		225	200	400		125			550		200		150	325
02: 4800 West & 11200 North	50		75										75		75		
03: 4800 West & Allegheny Way/Allegheny Ct	50								75						50		
04: 4800 West & Healey Blvd					50									100		50	
05: 4800 West & Ridge Dr					50									150		75	

SimTraffic Queueing Report

Project: Highland - 4800 West TS

Analysis: Future (2050)

Time Period: Evening Peak Hour

95th Percentile Queue Length (feet) - Rounded Up to Nearest Multiple of 25 ft

Project #: UT24-2687

Intersection	NB				SB				EB					WB					
	L	R	T	TR	L	R	T	TR	L	LTR	R	T	TR	L	LR	LTR	R	T	TR
01: 4800 West & S.R. 92	1,150	225	950		275	375	1,350		275		450	1,300		225				750	275
02: 4800 West & 11200 North	50				75			350	100				100				275		
03: 4800 West & Allegheny Way/Allegheny Ct	50									75							50		
04: 4800 West & Healey Blvd					50									100					
05: 4800 West & Ridge Dr					50										175				

SimTraffic Queueing Report

Project: Highland - 4800 West TS

Analysis: Mitigated Future (2050)

Time Period: Evening Peak Hour

95th Percentile Queue Length (feet) - Rounded Up to Nearest Multiple of 25 ft

HALES  **ENGINEERING**
innovative transportation solutions

Project #: UT24-2687

Intersection	NB				SB				EB					WB			
	L	R	T	TR	L	R	T	TR	L	LTR	R	T	TR	L	LTR	R	T
01: 4800 West & S.R. 92	475	75	250		225	125	325		350		225	800		175		125	300
02: 4800 West & 11200 North	50	50	75										50		75		
03: 4800 West & Allegheny Way/Allegheny Ct	50								75						50		
04: 4800 West & Healey Blvd														100			
05: 4800 West & Ridge Dr					50									150		50	

APPENDIX D

Crash Data

CRASH SUMMARY REPORT

4800 West & SR-92

Created on January 25, 2024

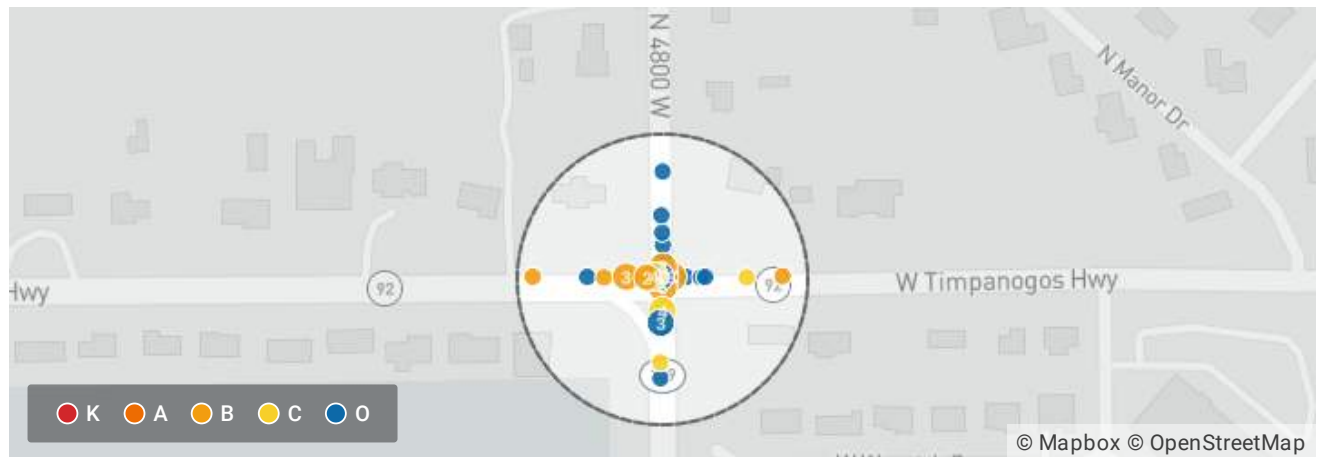
Created by Joseph Browning

Data extents: January 1, 2018 to December 31, 2022



Applied Filters

Shape: Circle 250 ft



Total Crashes

65

Fatal Crashes

0

UDOT Crash Summary		Crashes
Total Crashes	65	100.00%
Intersection Related	63	96.92%
Distracted Driving	10	15.38%
CMV Involved	3	4.62%
Roadway Departure	3	4.62%
Speed Related	2	3.08%
Drowsy Driving	1	1.54%
Pedalcycle Involved	1	1.54%
+ 5 more	0	0%

Crash Verified		Crashes
True	65	100.00%
False	0	0.00%

Crash Severity		Crashes
No injury/PDO	38	58.46%

Suspected Minor Injury	14	21.54%
Possible injury	12	18.46%
Suspected Serious Injury	1	1.54%
Fatal	0	0.00%

Injury Level		People
No injury	101	79.53%
Suspected Minor Injury	17	13.39%
Possible injury	8	6.30%
Suspected Serious Injury	1	0.79%
+ 2 more	0	0%

Manner of Collision		Crashes
Front to Rear	31	47.69%
Angle	25	38.46%
Head On (front-to-front)	3	4.62%
Not Applicable/Single Vehicle	3	4.62%
Parked Vehicle	1	1.54%
Sideswipe Opposite Direction	1	1.54%
Sideswipe Same Direction	1	1.54%
+ 4 more	0	0%

Crash Date Time (Year)		Crashes
2022	11	16.92%
2021	12	18.46%
2020	15	23.08%
2019	12	18.46%
2018	15	23.08%
+ 10 more	0	0%

V1 & V2 Movement & Direction (Crash Level Only)		Crashes
Turning Left (Westbound) & Straight Ahead (Eastbound)	15	23.08%
Straight Ahead (Eastbound) & Stopped in Traffic Lane (Eastbound)	5	7.69%
Straight Ahead (Southbound) & Stopped in Traffic Lane (Southbound)	5	7.69%
Straight Ahead (Northbound) & Stopped in Traffic Lane (Northbound)	4	6.15%
Slowing in Traffic Lane (Northbound) & Stopped in Traffic Lane (Northbound)	3	4.62%
Straight Ahead (Westbound) & Stopped in Traffic Lane (Westbound)	3	4.62%
Turning Left (Eastbound) & Straight Ahead (Westbound)	3	4.62%
Turning Left (Southbound) & Straight Ahead (Eastbound)	3	4.62%

+ 992 more 21 32.34%

Roadway Surface Condition	Crashes	
Dry	58	89.23%
Wet	6	9.23%
Snow	1	1.54%
+ 12 more	0	0%

Weather Condition	Crashes	
Clear	47	72.31%
Cloudy	11	16.92%
Rain	4	6.15%
Snowing	2	3.08%
Blowing Snow	1	1.54%
+ 6 more	0	0%

Most Harmful Event	Vehicle	
Collision With Other Motor Vehicle in Transport	127	92.70%
Collision With Parked Motor Vehicle	4	2.92%
Fence	2	1.46%
Other Non-Collision*	1	0.73%
Overturn/Rollover	1	0.73%
Pedacycle	1	0.73%
Traffic Sign Support	1	0.73%
+ 48 more	0	0%

Light Condition	Crashes	
Daylight	41	63.08%
Dark - Lighted	19	29.23%
Dark - Not Lighted	2	3.08%
Dawn	2	3.08%
Dusk	1	1.54%
+ 3 more	0	0%

Countermeasures	Crashes	
Countermeasure: Left Turn Lane	28	43.08%
Countermeasure: Left Turn Phase Change	24	36.92%
Countermeasure: Intersection Lighting	2	3.08%
Countermeasure: Right Turn Lane	2	3.08%

Countermeasure: Active Transportation Improvement	1	1.54%
+ 10 more	0	0%



Memorandum

Date: February 26, 2024
To: Planning Commission and City Council
From: Andy Spencer
Subject: 4800 West

Members of the Planning Commission and City Council:

Several questions were raised in the neighborhood meeting held on February 21, 2024 regarding the traffic study that was completed by Hales Engineering for the 4800 West corridor. Ryan Hales is currently out of town and will be unable to attend the February 27, 2024 Planning Commission meeting. However, City staff were able to contact Ryan and receive answers to the noted questions. The questions are in **black** and Ryan's answers are in **blue**. Ryan will be in attendance at the March 12, 2024 City Council meeting.

Questions:

1. Is it absolutely necessary to have two lanes going northbound (north of SR-92)?
 - a. Why can't the lanes be transitioned to a single northbound lane on the south side of the SR-92 intersection?

Answer: The two lanes on 4800 West north of SR-92 are the receiving lanes for the proposed dual left-turn lanes for the eastbound to northbound left turn movement.

- b. If there has to be two lanes, can't they transition to a single lane sooner?

Answer: We have tried to taper the two northbound lanes into a single northbound lane before Snowflake Drive, but according to the design manuals, the roadway taper would occur through the Snowflake intersection which is not safe. Therefore, we have proposed extending it to become a trap lane at 11200 North.

2. Does there need to be two left-turn lanes (eastbound to northbound)? Citizens expressed that they do not see substantial queues with the current single-lane configuration.

Answer: The MAG travel demand model is projecting a traffic volume increase for this movement in the future, which will necessitate dual eastbound to northbound left turn lanes.

3. What was the total scope considered by Hales Engineering (i.e. were all options on the table)?

Answer: Yes, all options were on the table for this analysis.

4. Do the Lone Peak High School students cause most of the traffic accidents and congestion problems? If so, can the problem be fixed if more kids didn't drive to school or carpooled?

Answer: Although much of the traffic is from Lone Peak High School students, they are not all of the traffic, nor all of the problems. This has become a high-volume intersection and has generated both safety and traffic related concerns. This is a major traffic circulation corridor with access to/from I-15 in Pleasant Grove into the northeast area of Utah County. It is a desirable route for much of traffic in this area. The problem can't be fixed by eliminating a portion of the population driving through the intersection, it would only prolong the life of the improvements.

5. Isn't there something more that can be done now to the intersection that will fix the problems without reconstruction (i.e. more signage, brighter/lit signage, more painting, restricting or redirecting lanes).

Answer: Unfortunately, more signage, brighter/lit signage, more painting, restricting or redirecting lanes will not fix the current and future projected problems with this intersection.

6. Would the problems at the intersections be fixed or tempered by more police enforcement?

Answer: No, the issues with this intersection are not related to police enforcement.

7. If the road were not improved and improvements were made to Alpine Highway instead, would some of the current trips and the additional future trips be attracted/directed to Alpine Highway instead of 4800 West/North County Blvd.

Answer: No, the Alpine Highway does not provide direct access to I-15 and will not generate as much traffic as 4800 West.

8. What increase will be seen (both short-term and long-term) in traffic because of the improvements making this a higher-functioning route?

Answer: The improvements being planned are to accommodate the future growth and development within the area. It should be noted that these improvements are not capacity generating improvements in and of themselves, e.g., if you build it they will come. Please don't confuse the two.

9. If the City opts to do a lesser fix than is recommended in your initial report, will there be a need to reconstruct again before the end of the 2050 study window?

Answer: Yes.

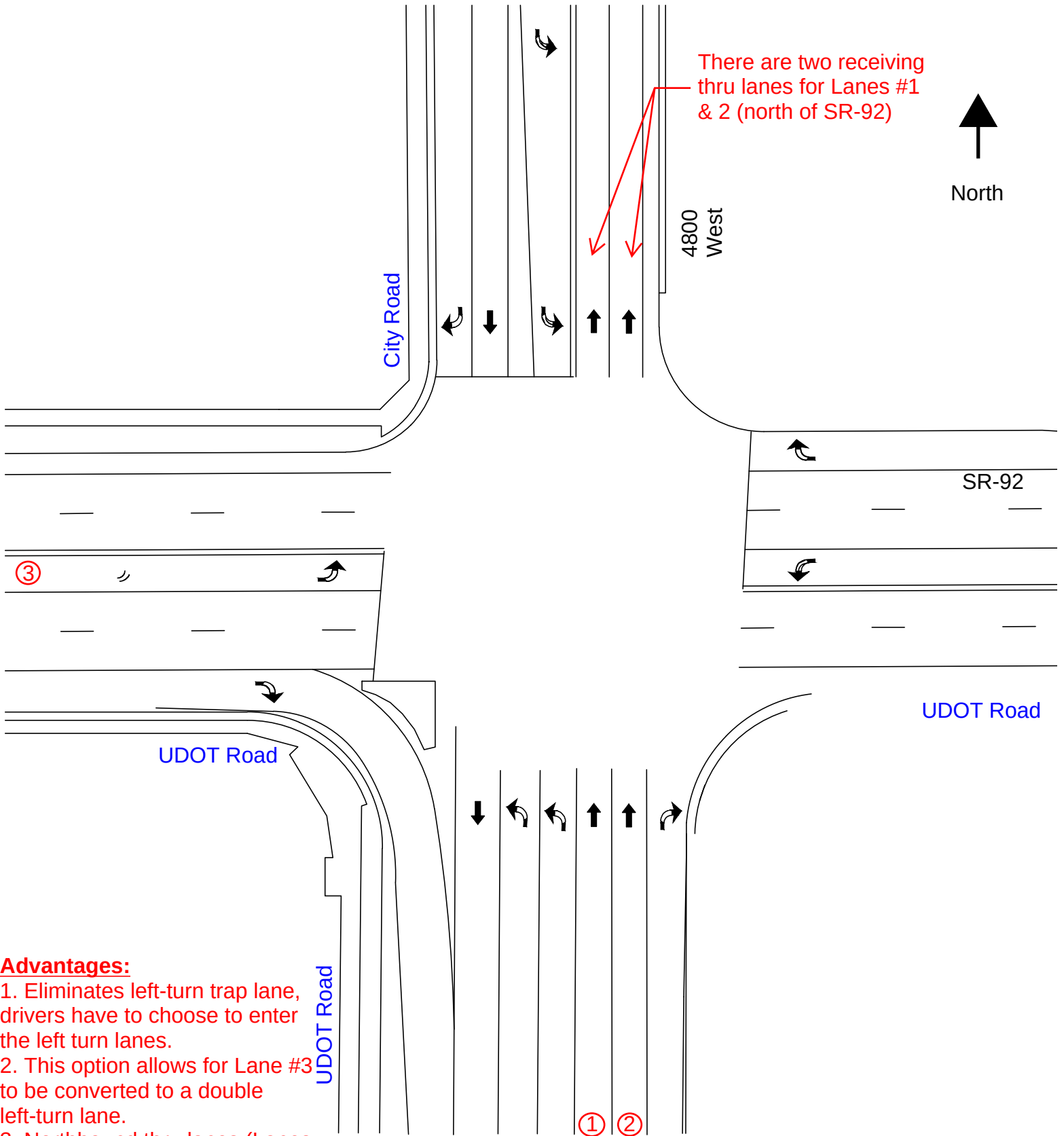
10. Can the safety concerns be addressed permanently (through the 2050 study window) without addressing the capacity issues?

Answer: No, the safety issues will increase (more frequent) if not coupled with the capacity related improvements.

Northbound Lane Alternative Analysis

In preparation for the Council deliberation on March 12, 2024, the traffic consultant and staff were asked to evaluate the possible alternatives for the northbound lanes on North County Boulevard (SR-129) as the lanes transition to 4800 West. Four options were analyzed and conceptual drawings prepared to assist the Council in evaluating these options. In all the option depictions, it was considered as a minimum that the northbound thru lane on 4800 West was realigned sufficiently to allow for the connecting lane on North County Boulevard to be aligned thereby requiring no transition through the intersection. The depictions also show the right-turn lane added to Timpanogos Highway (SR-92) to 4800 West. These depictions are consistent with the project that was funded by Mountainland Association of Governments (MAG) in 2022.

The depictions do not show any of the other lane changes that are currently proposed to other areas of the intersection.



Advantages:

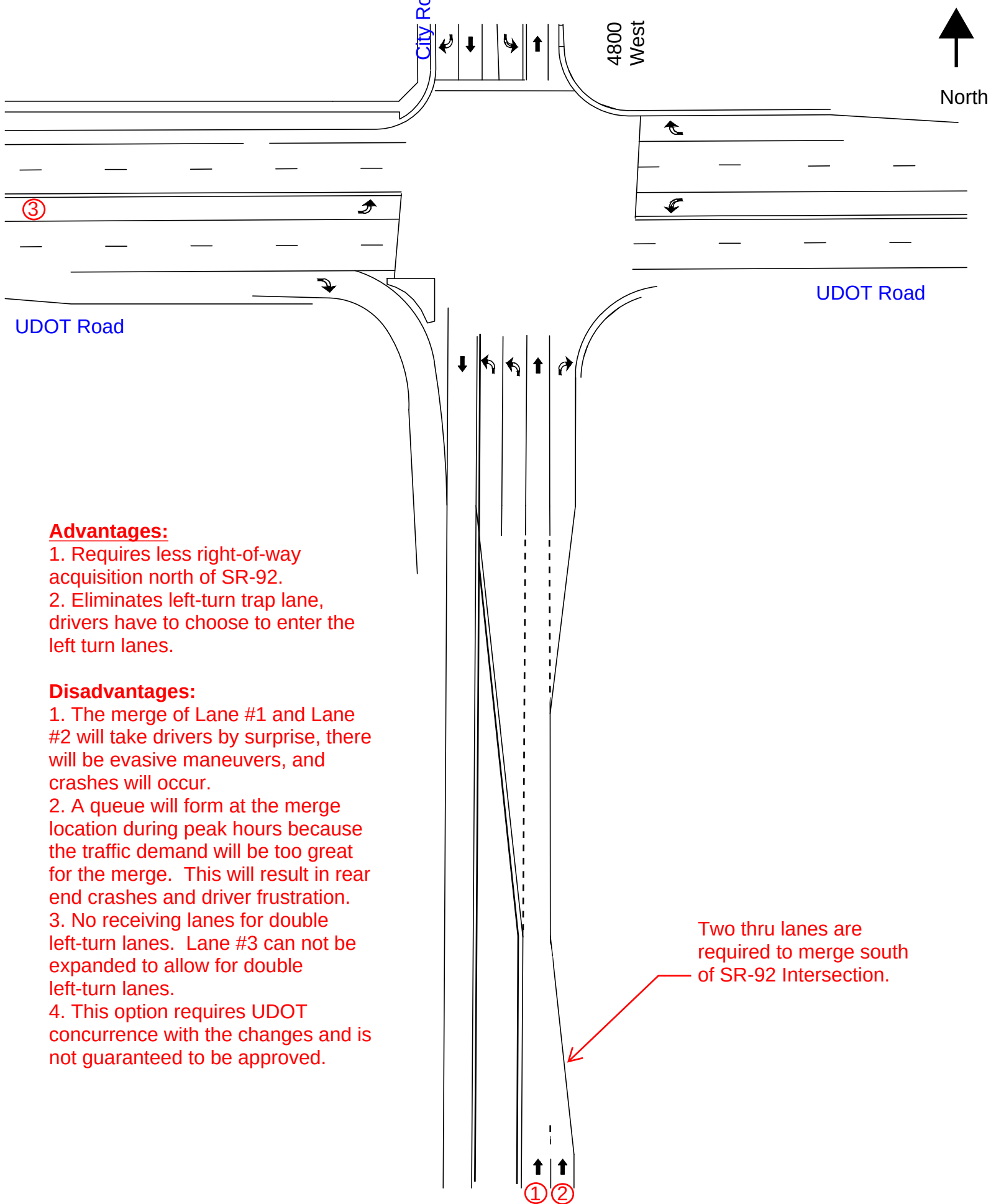
1. Eliminates left-turn trap lane, drivers have to choose to enter the left turn lanes.
 2. This option allows for Lane #3 to be converted to a double left-turn lane.
 3. Northbound thru lanes (Lanes #1 & 2) have receiving lanes.
- Travel condition in the intersection is an expected condition, resulting in a safe intersection.

Disadvantages:

1. Requires additional right-of-way north of SR-92 on 4800 West.

OPTION 1

This is the solution that is currently proposed for the northbound lanes.



Advantages:

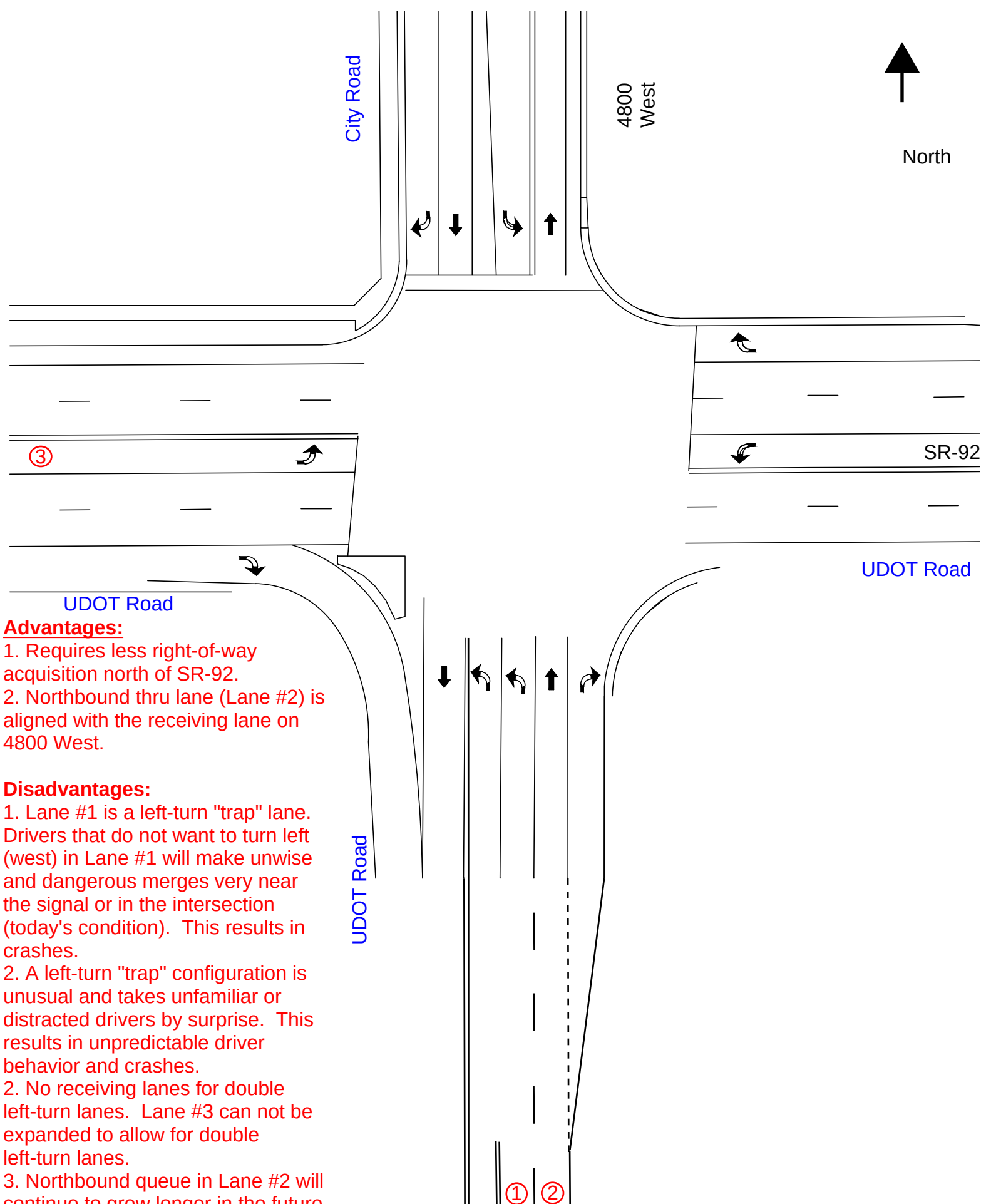
1. Requires less right-of-way acquisition north of SR-92.
2. Eliminates left-turn trap lane, drivers have to choose to enter the left turn lanes.

Disadvantages:

1. The merge of Lane #1 and Lane #2 will take drivers by surprise, there will be evasive maneuvers, and crashes will occur.
2. A queue will form at the merge location during peak hours because the traffic demand will be too great for the merge. This will result in rear end crashes and driver frustration.
3. No receiving lanes for double left-turn lanes. Lane #3 can not be expanded to allow for double left-turn lanes.
4. This option requires UDOT concurrence with the changes and is not guaranteed to be approved.

Two thru lanes are required to merge south of SR-92 Intersection.

OPTION 2



Advantages:

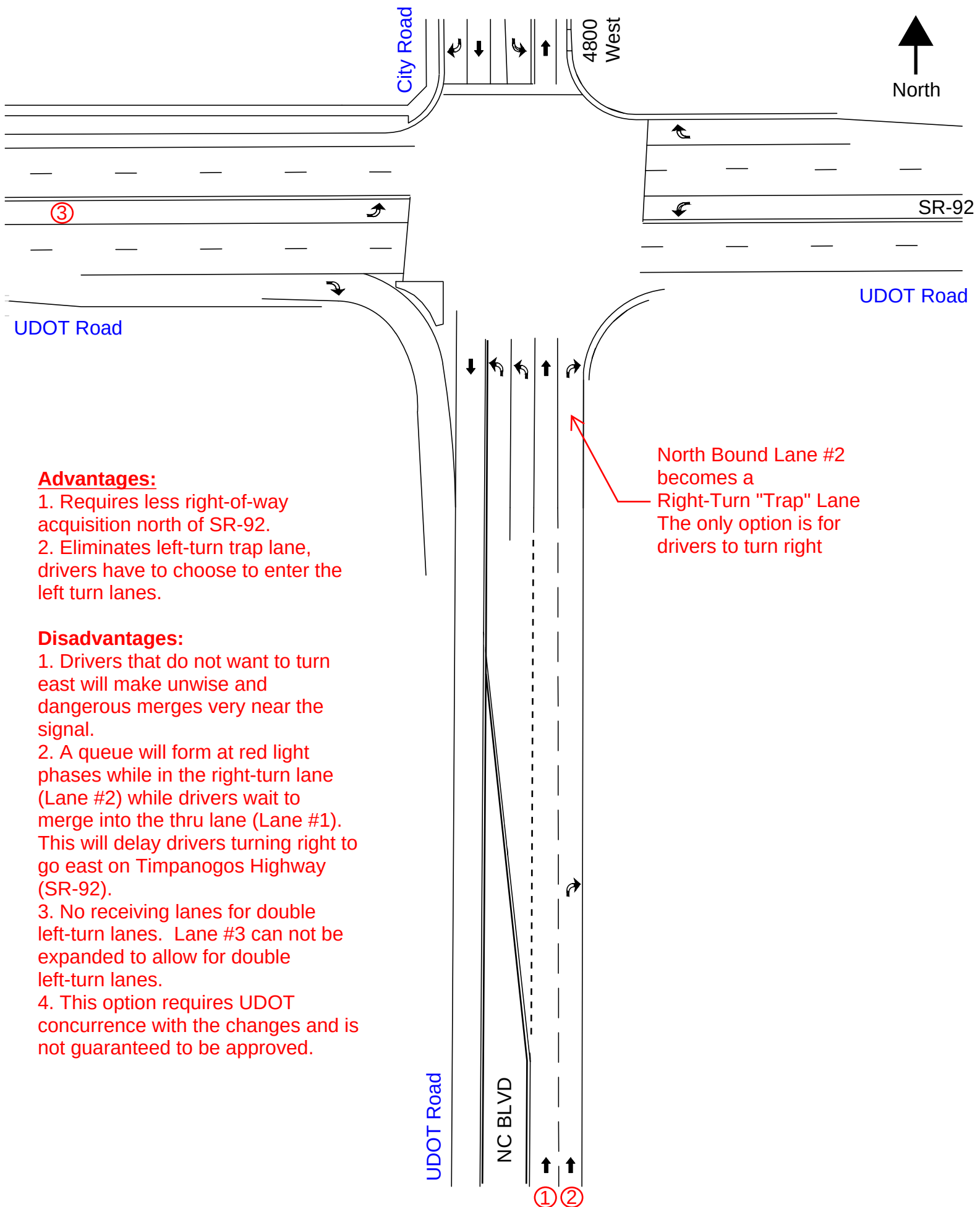
1. Requires less right-of-way acquisition north of SR-92.
2. Northbound thru lane (Lane #2) is aligned with the receiving lane on 4800 West.

Disadvantages:

1. Lane #1 is a left-turn "trap" lane. Drivers that do not want to turn left (west) in Lane #1 will make unwise and dangerous merges very near the signal or in the intersection (today's condition). This results in crashes.
2. A left-turn "trap" configuration is unusual and takes unfamiliar or distracted drivers by surprise. This results in unpredictable driver behavior and crashes.
2. No receiving lanes for double left-turn lanes. Lane #3 can not be expanded to allow for double left-turn lanes.
3. Northbound queue in Lane #2 will continue to grow longer in the future. At certain times of the day, it may take two or more signal cycles to get through the signal in Lane #2.

OPTION 3

(This option is the existing condition with the northbound lane alignment fixed on 4800 West)



OPTION 4



To: Highland City
From: Alpine City
Date: March 1, 2024

Subject: Canyon Crest Road Design and Speed Limit

It has been requested that Alpine City state the status of Canyon Crest Road in terms of width and speed limit. For reference, this letter pertains to the section of Canyon Crest Road (aka 4800 West in Highland) from Main Street (the roundabout) and southward to the Alpine/Highland boundary. Canyon Crest Road is designated as an arterial road as outlined in the City's adopted Transportation Master Plan. Arterial roads, as defined by city code and Standard Specifications and Drawings, are shown to have a total asphalt width of 42 feet; which is enough room to accommodate a total of three traffic lanes. The speed limit for Canyon Crest Road is currently 35 miles per hour. The City Council has recently discussed reducing the speed limit on a portion of the road, a decision will come in the near future. At present, the only known future project for this section of Canyon Crest Road is to add a 10-foot-wide pedestrian path on the east side of the roadway, within the City's right-of-way. This project was approved as a MAG (Mountainland Association of Governments) funded project in 2022 and is slated to be completed by 2027.

Carla Merrill, Mayor

Shane Sorensen, City Administrator

Jed Muhlestein, City Engineer

Mayor Carla Merrill

City Council
Kelli Law

Brent Rummler
Jessica Smuin

Chrissy Hannemann
Jason Thelin

20 N. Main Street
Alpine, UT 84004
801-756-6347



CITY COUNCIL AGENDA REPORT

ITEM #4a

DATE: March 12, 2024
TO: Honorable Mayor and Members of the City Council
FROM: Andy Spencer, City Engineer/Public Works Director
SUBJECT: 2024 Drainage Improvements
TYPE: General City Management

PURPOSE:

The City Council will consider awarding Baker Construction the 2024 Drainage Improvement Project.

STAFF RECOMMENDATION:

Staff recommends that Baker Construction be awarded the 2024 Drainage Improvement Project.

PRIOR COUNCIL DIRECTION:

This project was funded in the FY 2023-2024 budget.

BACKGROUND:

The drainage project will include multiple aspects all of which have been planned for in our utility rate studies. At 6530 W 9600 N a stormdrain sump is being added to our system. At 6209 W 9600 N Street, the city will repair an existing sump. The last item will be at the public works shop, a grease trap will be installed on the sewer lateral and will be connected to the sewer main on SR92. When SR92 was widened last summer, a stub was added for this connection. This is necessary for the City to comply with City storm water permit requirements. The city received a total of 5 bids for the 2024 Drainage Improvements Projects. Baker Construction came in as the lowest responsible bidder. Their total bid was \$81,742. Baker Construction possess the required Utah Contractors License to perform this type of work.

FISCAL IMPACT:

Single source – budgeted

The cost of the 2024 Drainage Improvements is \$89,916 with a 10% contingency. Funding for this expense is included in the GL 54-40-41 Storm Sewer system repairs and maintenance budget within the FY 2023-2024 budget.

MOTION:

I move that City Council APPROVE the 2024 Drainage Improvement project to Baker Construction in an amount up to \$89,916 and AUTHORIZE the City Administrator to sign the contract documents.

ATTACHMENTS:

1. Recommendation of Award CC Package

Highland City - 2024 Drainage Improvements
 Bid Tabulation
 Printed: February 23, 2024

UNIT PRICE SCHEDULE - BASE BID				BAKER CONSTRUCTION		STERLING DON		CARLTON, INC		KW ROBINSON		BD BUSH	
Item #	Description	Unit	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1	L.S.	\$ 4,000.00	\$ 4,000.00	\$ 5,000.00	\$ 5,000.00	\$ 4,500.00	\$ 4,500.00	\$ 6,490.83	\$ 6,490.83	\$ 5,000.00	\$ 5,000.00
2	Traffic Control	1	L.S.	\$ 2,000.00	\$ 2,000.00	\$ 5,200.00	\$ 5,200.00	\$ 5,500.00	\$ 5,500.00	\$ 11,790.79	\$ 11,790.79	\$ 7,000.00	\$ 7,000.00
3	Sump Manhole – 6530 West 9600 North	1	L.S.	\$ 29,345.00	\$ 29,345.00	\$ 41,250.00	\$ 41,250.00	\$ 42,883.20	\$ 42,883.20	\$ 32,552.68	\$ 32,552.68	\$ 43,000.00	\$ 43,000.00
4	Sump Manhole – 6209 West 9600 North	1	L.S.	\$ 24,281.00	\$ 24,281.00	\$ 35,775.00	\$ 35,775.00	\$ 36,830.60	\$ 36,830.60	\$ 26,708.86	\$ 26,708.86	\$ 39,000.00	\$ 39,000.00
5	Sewer Pipe, Manhole and Grease Trap Vault at Public Works Storage Shed	1	L.S.	\$ 22,116.00	\$ 22,116.00	\$ 23,115.00	\$ 23,115.00	\$ 22,801.56	\$ 22,801.56	\$ 35,064.07	\$ 35,064.07	\$ 26,000.00	\$ 26,000.00
TOTAL					\$81,742.00		\$ 110,340.00		\$ 112,515.36		\$ 112,607.23		\$ 120,000.00



HIGHLAND CITY

GENERAL NOTES

1. ALL WORK SHALL BE CONSTRUCTED IN STRICT ACCORDANCE WITH THE CURRENT HIGHLAND CITY STANDARDS, PLANS AND SPECIFICATIONS, EXCEPT WHERE NOTED ON THESE PLANS.
2. CONSTRUCTION OPERATIONS SHALL BE CONDUCTED, AND SIGNS, BARRICADES, AND FLASHERS SHALL BE PLACED; SO AS TO COMPLY WITH OSHA, LOCAL SAFETY STANDARDS, AND MANUAL ON UNIFORM TRAFFIC CONTROL. CONTRACTOR SHALL SUBMIT TRAFFIC CONTROL PLANS TO CITY FOR APPROVAL.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING ALL UNDERGROUND UTILITIES, INCLUDING WATER LINES, IRRIGATION LINES, TELEPHONE CABLES, GAS LINES, AND ANY OTHER OBSTRUCTION DURING THE COURSE OF CONSTRUCTION AND INSTALLATION OF THE IMPROVEMENTS. EXISTING UTILITIES DAMAGED DURING CONSTRUCTION SHALL BE RESTORED TO A CONDITION AT LEAST EQUAL TO THEIR ORIGINAL CONDITION.
4. THE CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN RIGHTS OF INGRESS AND EGRESS SHOULD HE VENTURE ONTO PRIVATE PROPERTY WHICH IS NOT INCLUDED IN OWNER ACQUIRED RIGHTS-OF-WAY AND EASEMENTS.
5. UNLESS DETAILED, SPECIFIED OR INDICATED OTHERWISE, CONSTRUCTION SHALL BE AS INDICATED IN THE APPLICABLE TYPICAL DETAILS AND NOTES. TYPICAL DETAILS ARE MEANT TO APPLY EVEN THOUGH NOT REFERENCED AT SPECIFIC LOCATIONS OR IN SPECIFIC DRAWINGS.
6. THE CONTRACTOR SHALL BE RESPONSIBLE TO PROTECT ALL EXISTING IMPROVEMENTS DURING CONSTRUCTION AND SHALL REPLACE OR RESTORE ANY IMPROVEMENTS DAMAGED AS A RESULT OF THE CONSTRUCTION ACTIVITY AS DIRECTED BY THE OWNER.
7. THIS PROJECT IS LOCATED IN HIGHLAND CITY LIMITS. THE CONTRACTOR SHALL OBTAIN ALL APPLICABLE PERMITS AND APPROVALS FROM GOVERNING AGENCY AND SHALL COMPLY WITH CITY REGULATIONS FOR TRAFFIC CONTROL, SAFETY, EXCAVATION IN CITY OWNED RIGHTS OF WAY, ETC.
8. THE CONTRACTOR SHALL OBTAIN A LAND DISTURBANCE PERMIT FROM HIGHLAND CITY AND SHALL COMPLY WITH ALL UPDES REQUIREMENTS. AS A MINIMUM, CONTRACTOR SHALL CONTROL STORM WATER DISCHARGE USING APPROPRIATE BMP'S.

SHEET INDEX

G-1	COVER SHEET
C-1	SUMP MANHOLE - 6530 WEST 9600 NORTH
C-2	SUMP MANHOLE - 6209 WEST 9600 NORTH
C-3	PUBLIC WORKS STORAGE SHED - PLAN AND PROFILE
D-1	GREASE TRAP DETAILS

HIGHLAND CITY STANDARD DETAILS

SD-01	STORM DRAIN AND SUMP DETAIL
SD-02	STORM DRAIN TRENCH CROSS SECTION
SS-02	SEWER INSTALLATION AND ROAD REPAIR
SS-04	PRECAST SEWER MANHOLE

2024 DRAINAGE IMPROVEMENTS FEBRUARY 2024 BIDDING DRAWINGS



PUBLIC WORKS STORAGE SHED



9600 NORTH SUMPS

BT ENGINEERING

FOR:
HIGHLAND CITY
5400 W CIVIC CENTER DR
HIGHLAND, UT 84003

CONTACT:
ANDY SPENCER
801-772-4508

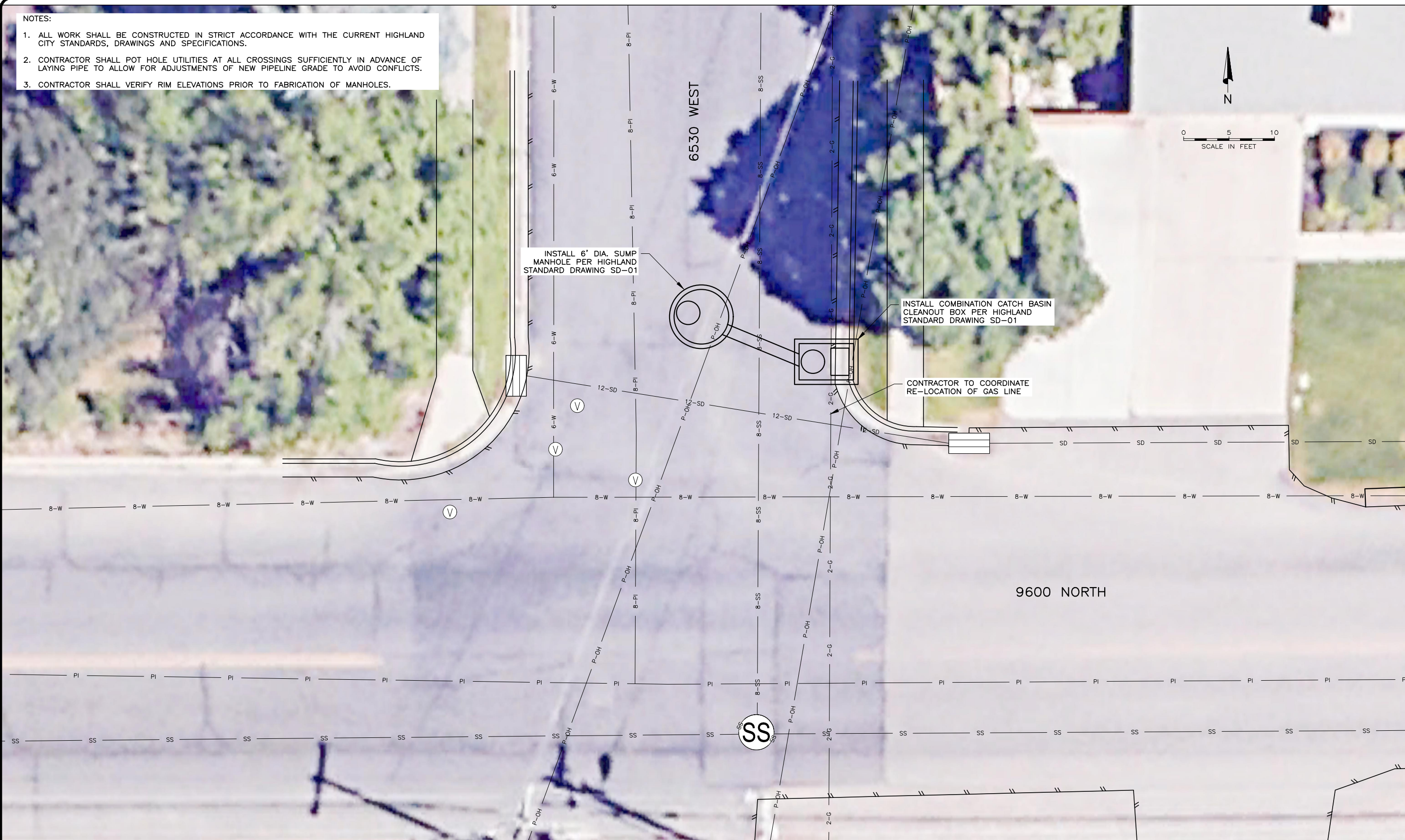
HIGHLAND CITY
2024 DRAINAGE IMPROVEMENTS
COVER SHEET



NO.	DATE	REVISION	BY

PROJECT NO.:	DATE:
	FEBRUARY 2024
DRAWN BY:	CHECKED BY:
JB	TT
PROJECT MANAGER:	
T. TIMOTHY	

1. ALL WORK SHALL BE CONSTRUCTED IN STRICT ACCORDANCE WITH THE CURRENT HIGHLAND CITY STANDARDS, DRAWINGS AND SPECIFICATIONS.
2. CONTRACTOR SHALL POT HOLE UTILITIES AT ALL CROSSINGS SUFFICIENTLY IN ADVANCE OF LAYING PIPE TO ALLOW FOR ADJUSTMENTS OF NEW PIPELINE GRADE TO AVOID CONFLICTS.
3. CONTRACTOR SHALL VERIFY RIM ELEVATIONS PRIOR TO FABRICATION OF MANHOLES.



6530 WEST 9600 NORTH SUMP MANHOLE

BT ENGINEERING

FOR:
HIGHLAND CITY
5400 W CIVIC CENTER DR
HIGHLAND, UT 84003

CONTACT:
ANDY SPENCER
801-772-4508

HIGHLAND CITY
2024 DRAINAGE IMPROVEMENTS
SUMP MANHOLE – 6530 WEST 9600 NORTH

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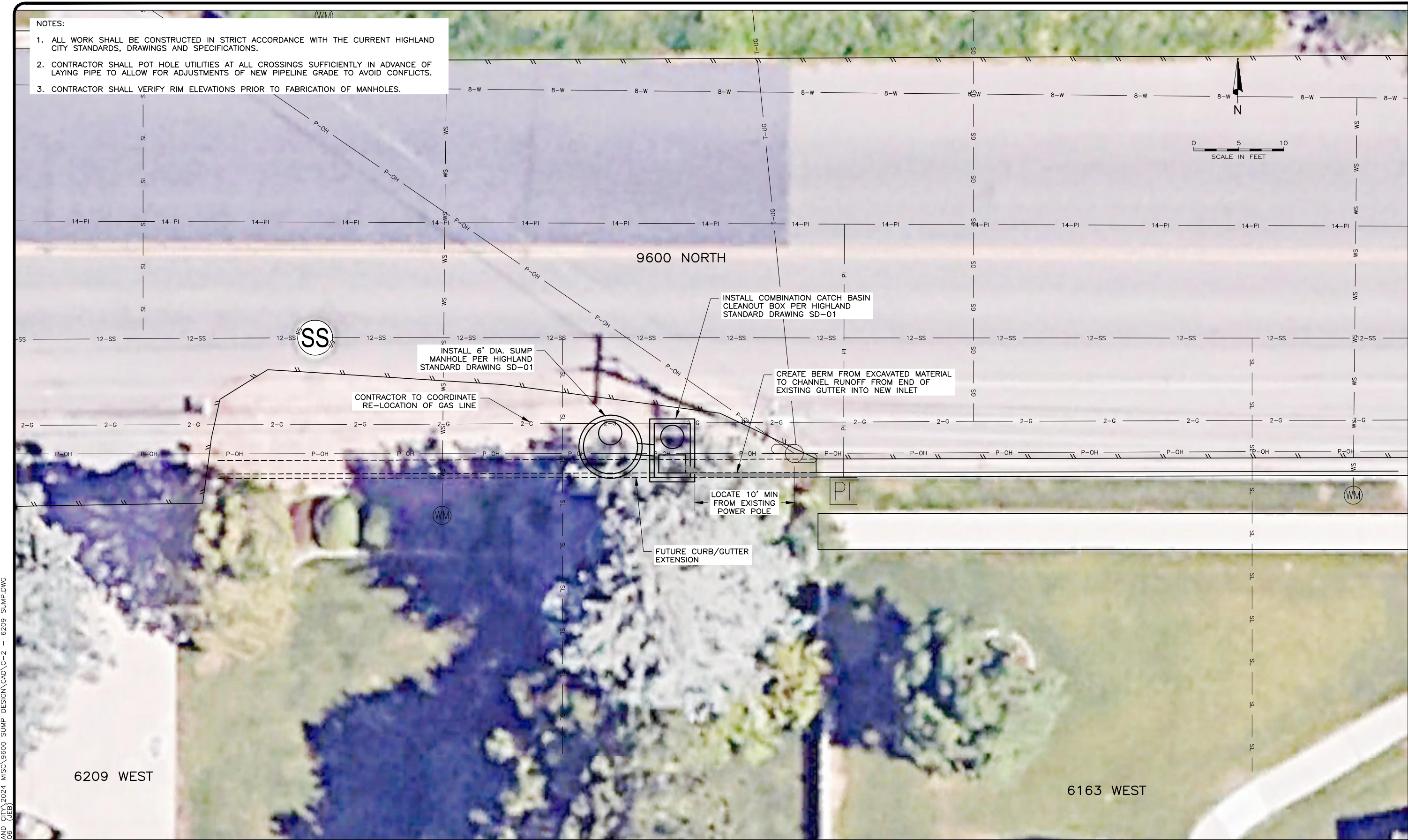
PROJECT NO.:	DATE:
	FEBRUARY 2024
DRAWN BY:	CHECKED BY:
JB	TT
PROJECT MANAGER:	
T. TIMOTHY	

C-1

FILE NAME: DROPBOX\HIGHLAND CITY\2024 MISC\9600 SUMP DESIGN\CAD\C-1 - 6530 SUMP.DWG
FILE DATE: 2.8.2024 10:55:36 (JEB)

FILE NAME: D:\PROJECTS\HIGHLAND CITY\2024 MISC\9600 SUMP DESIGN\CAD\C-2 - 6209 SUMP.DWG
FILE DATE: 2/8/2024 10:56:06 (JEB)

- NOTES:
1. ALL WORK SHALL BE CONSTRUCTED IN STRICT ACCORDANCE WITH THE CURRENT HIGHLAND CITY STANDARDS, DRAWINGS AND SPECIFICATIONS.
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 3. CONTRACTOR SHALL VERIFY RIM ELEVATIONS PRIOR TO FABRICATION OF MANHOLES.



BT ENGINEERING

FOR:
HIGHLAND CITY
5400 W CIVIC CENTER DR
HIGHLAND, UT 84003

CONTACT:
ANDY SPENCER
801-772-4508

HIGHLAND CITY
2024 DRAINAGE IMPROVEMENTS
SUMP MANHOLE - 6209 WEST 9600 NORTH



NO.	DATE	REVISION	BY

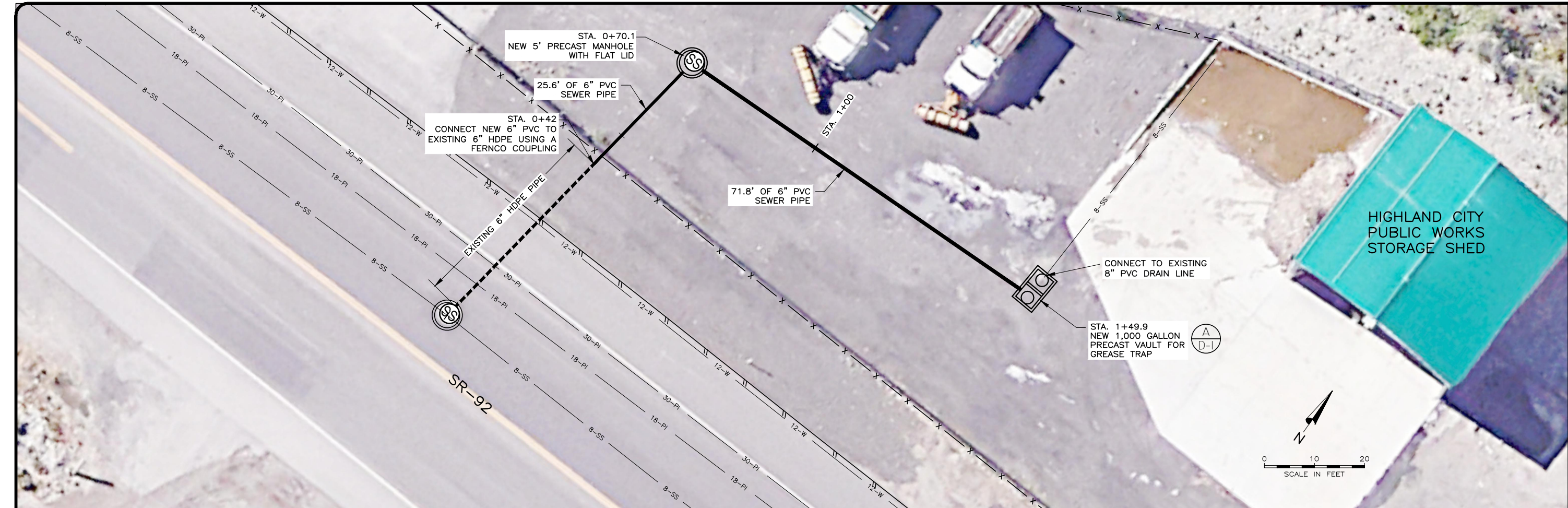
PROJECT NO.: DATE:
FEBRUARY 2024

DRAWN BY: CHECKED BY:
JB TT

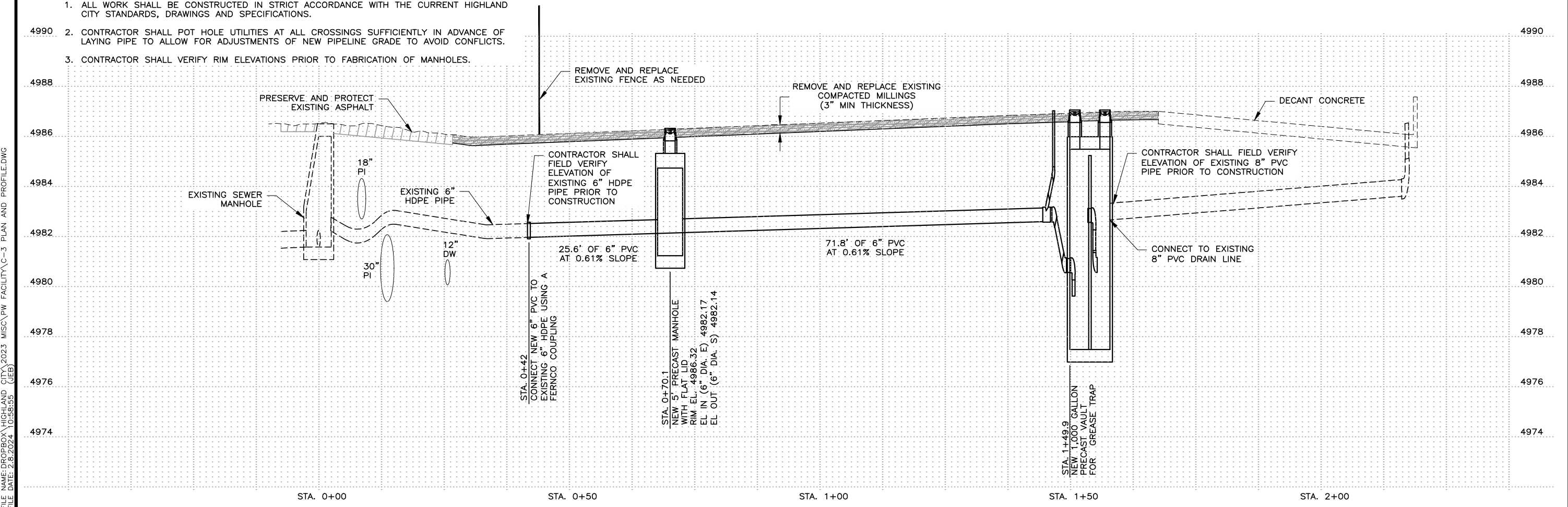
PROJECT MANAGER:
T. TIMOTHY

C-2

FILE NAME: D:\PROJECTS\HIGHLAND CITY\2023 MISC\PW FACILITY\C-3 PLAN AND PROFILE.DWG
FILE DATE: 2/8/2024 10:58:55 (JEB)



- NOTES:
1. ALL WORK SHALL BE CONSTRUCTED IN STRICT ACCORDANCE WITH THE CURRENT HIGHLAND CITY STANDARDS, DRAWINGS AND SPECIFICATIONS.
 2. CONTRACTOR SHALL POT HOLE UTILITIES AT ALL CROSSINGS SUFFICIENTLY IN ADVANCE OF LAYING PIPE TO ALLOW FOR ADJUSTMENTS OF NEW PIPELINE GRADE TO AVOID CONFLICTS.
 3. CONTRACTOR SHALL VERIFY RIM ELEVATIONS PRIOR TO FABRICATION OF MANHOLES.



BT ENGINEERING

FOR:
HIGHLAND CITY
5400 W CIVIC CENTER DR
HIGHLAND, UT 84003

CONTACT:
ANDY SPENCER
801-772-4508

HIGHLAND CITY

2024 DRAINAGE IMPROVEMENTS

PUBLIC WORKS STORAGE SHED – PLAN AND PROFILE

REGISTERED PROFESSIONAL ENGINEER

NO. 5148332

JASON BRADFORD

2-8-2024

STATE OF UTAH

NO.	DATE	REVISION	BY

PROJECT NO.:

DATE:

2-8-2024

FEBRUARY 2024

DRAWN BY:

CHECKED BY:

JEB

TT

PROJECT MANAGER:

T. TIMOTHY

C-3



CITY COUNCIL AGENDA REPORT

ITEM #4b

DATE: March 12, 2024
TO: Honorable Mayor and Members of the City Council
FROM: Jay Baughman, Assistant City Administrator/Community Development Director
SUBJECT: Appointment of Appeal Authority
TYPE: General City Management

PURPOSE:

The City Council will consider appointing Craig Call as the Highland City Appeal Authority.

STAFF RECOMMENDATION:

Staff recommends approving the appointment of Craig Call as the Highland City Appeal Authority.

PRIOR COUNCIL DIRECTION:

N/A

BACKGROUND:

Highland City Development Code sections 2-301 to 2-304 outline the position and responsibilities of the City's Land Use Appeal Authority. The Appeal Authority is an independent contractor who is trained in land use law and is the body to whom land use decisions made by the City can be appealed to.

Last year, Highland's Appeal Authority, Vaughn Pickell, resigned following an increase in his workload as the Spanish Fork City Attorney. City Staff solicited bids from qualified firms and individuals for an Appeal Authority replacement. Our solicitation received two responses and Mr. Craig Call was selected as the more favorable based on price and extensive land use qualifications. Staff is proposing that Mr. Call be appointed as Highland City's Appeal Authority.

FISCAL IMPACT:

Single source – budgeted

Mr. Call's billing rate is \$125 per hour.

Funding for this expense is included in GL 10-51-31, Appeal Authority, Professional & Technical Services within the FY2024 budget. The currently budgeted amount is \$1,500 annually, which staff believes will be sufficient when considering Mr. Call's hourly rate and the infrequency with which decisions are appealed in Highland.

MOTION:

I move that City Council approve Craig Call's appointment as Appeal Authority for Highland City.

ATTACHMENTS:

1. Response to RFP for Appeal Authority - Anderson Call & Wilkinson PC
2. Appeals Hearing Officer Agreement

THE LAW OFFICES OF
ANDERSON CALL & WILKINSON, P.C.

A Professional Corporation

P.O. Box 13295
Ogden, UT 84412
801-859-2255

February 6, 2024

Proposal for Land Use Hearing Officer Services

Highland City

c/o Jay Baughman, Assistant City Administrator and Community Development Director

Via Email: jbaughman@highlandcity.org

Enclosed please find the information required to submit a proposal in response to Highland City's Request for Proposal for Appeal Authority Services.

Relevant Experience: I have recently completed the maximum ten-year service allowed by the ordinance as Salt Lake City Land Use Hearing Officer. I also serve ten other cities and counties "on call" for land use appeals and variances. The Utah League of Cities and Towns engaged me to prepare the training materials for land use appeal authorities. I served for ten years as the first Utah Property Rights Ombudsman and initiated the advisory opinion process, authoring the first ten or so. See attached Background Information.

Education: Juris Doctorate, J. Reuben Clark Law School. Undergraduate Bachelor of Science in Business Education.

Years of Practice and Area of the Law: Admitted to Utah Bar in 1976. Current active bar membership. Practice has focused on local government, land use, administrative law, and eminent domain. Honored as Real Property Practitioner of the Year for 2018 by the Real Property Section of the Utah Bar. Multiple appearances before the District Courts, Utah Court of Appeals and Supreme Court, representing property owners and a municipality.

In my service for more than a dozen years as a hearing officer, I have considered complex issues of state and local law, ruled on evidentiary issues, standing, jurisdiction, timing of claims, conflicts of interest, and substantive law as a matter of course. I have presided over matters, particularly for Salt Lake City, which involved extended briefing and interim rulings. My service as a hearing officer has involved minimal assistance from the staff of the jurisdictions I serve. Please see the attached representative decision – although this is quite a bit longer than is typical, it covers details and complexities that perhaps may be of interest.

Availability: While I serve more than ten jurisdictions, the total number of hearings averages only one or two hearings per month. The potential dates of service are flexible although I prefer to avoid Fridays.

Compensation: Our dramatically reduced rate for municipal services is \$125 per hour, with travel time from my home office in Plain City, Utah billed at half that rate. Travel time to Highland from that address is one hour and twelve minutes each direction. We do not normally charge for mileage associated with our municipal services.

Interest: I have found it engaging and fulfilling in semi-retirement to continue to apply my expertise and experience in resolving issues and concerns with citizens and local government. I consider it essential that an appeal authority maintain a professional, but respectful and sympathetic manner when dealing with the parties that appear before her or him. An appeal authority must act efficiently but take the time when needed to explain the law and listen intently to the concerns expressed, particularly those offered by the citizens that the community has been created to serve. While the law must be respected and decisions made on the merits, an appeal authority should conduct proceedings and make decisions with diplomacy, tact and without excessive formality.

I would appreciate the opportunity to discuss this proposal further if it is of interest.

Thank you



Craig M. Call

HIGHLAND CITY APPEAL AUTHORITY

REQUEST FOR PROPOSAL

ATTACHMENT A – RESUME AND BACKGROUND INFORMATION

Craig M. Call, J.D.

Contact Information:
2424 N 4500 West
Plain City, UT 84404
Tel. 801 859 2255
craig_call@comcast.net

In his forty-seven year legal career, Craig Call has been involved in a variety of business and professional ventures. He has held significant appointed and elected offices in state and local government as well as for the U.S. Congress. His legal work has focused on mediation and arbitration, real estate development issues, impact fees, eminent domain, legislation/administrative codes, and municipal law. He has also been extensively involved in raising the professional level of land use practitioners through publications, seminars, and workshops, as well as by training local leaders through the Utah League of Cities and Towns and teaching at the University of Utah.

Education

- Juris Doctor, J. Reuben Clark Law School, BYU (1976 - Charter Class).
- Bachelor of Science: Business Education and Accounting, Brigham Young University (1972).
- Completed 70 hours certification training as mediator and arbitrator (1998).
- Completed more than 300 hours of legal workshops and institute training on private property rights, eminent domain and land use law at national forums sponsored by the American Bar Association/American Law Institute and Georgetown University Law School.

Professional Qualifications

- Active Full Membership, Utah Bar. Bar No. 00538.

Work Experience

- Executive Director, Utah Land Use Institute. Published several books about Utah law and procedure (see below). Extensive speaking and training functions. Conceived and manages an annual conference of attorneys, planners, real estate professionals and elected officials on land use topics which is now in its 24st year. 1999-2005 (as part of state agency); since 2007 (as a separate non-profit entity). Perform all accounting and management functions for the ULUI.
- Conducted five workshops/listening sessions on housing and growth attended by more than 1500 civic leaders in 2022 in Ogden, Layton, Salt Lake, Provo, Tooele, and Coalville. Provided 30 training sessions for local officials on land use law statewide in 2022 and 18 more in 2023. Attended more than six listening sessions conducted by Envision Utah in rural areas of the state in 2022. Part of a legislative grant to train local officials in housing law administered by the DCHD, Dept. of Workforce Services. Close coordination with the State Planning Office, Envision Utah, and the DCHD.
- Attorney, Anderson Call & Wilkinson PC. Represented municipalities, property owners, institutions, and agencies on land use, eminent domain, impact fee and municipal law issues. Argued successfully before the Utah Supreme Court, Court of Appeals, and District Courts. Full time, 2007-2018. Presently not accepting new clients.
- Former Adjunct Instructor, Dept. of Urban and Metropolitan Planning, Univ. of Utah teaching courses in Land Use Law. 2009-2012. Highest student evaluations in the Department.

- Trainer, Utah League of Cities and Towns; Utah Local Governments Trust; Office of the Property Rights Ombudsman; various Utah Associations of Government; Utah Division of Housing and Community Development; Utah Counties Indemnity Pool; J. Reuben Clark Law School State and Local Government Conferences; International Right of Way Association; American Law Institute/American Bar Association; Utah State Bar – Real Property Section; and others. 2000 - present.
- Utah's founding Property Rights Ombudsman. Resolved many hundreds of disputes between property owners and local and state government entities. Mediator, arbitrator, and author of a number of advisory opinions resolving land use disputes. 1997-2007.
- Local Government Liaison, Flying J Corporation. Assisted in local land use reviews and approvals for interstate travel centers throughout United States and in Quebec, Canada. 1993-1997. Appeared before land use hearing officials in Oregon, Florida, Pennsylvania, Iowa, Connecticut, Wisconsin, Kentucky, Virginia, Minnesota, and New Jersey, seeking variances and land use approvals.
- Small businessman and entrepreneur – restaurants, service stations, and retail store. Board of Directors, Caribou Four Corners, Inc. (predecessor to Maverik Country Stores). Prior to 1997. Managed several subsidiaries of Flying J Corp. from 1988-1993.
- Licensed General Contractor, Utah Dept. of Commerce, 1976-1988. Restored or renovated more than two dozen buildings listed on the National Register of Historic Places in a manner approved by the Department of the Interior and the Utah Division of State History, most recently in 2008.
- Licensed Real Estate Professional and Broker, Utah Division of Real Estate, 1981-1988.
- Licensed Real Estate Instructor, Utah Division of Real Estate, 1999-present.

Government Service

- Land Use Appeals Hearing Officer, Riverdale City (since 2010); Salt Lake City (2012 to 2022); South Salt Lake (2012 to 2016); South Ogden City (since 2013); West Haven City (since 2015); Perry City (since 2018); Bear River City (since 2019); Pleasant Grove City (since 2020); Corrine City (since 2021); Harrisville (since 2022); Box Elder County (since 2015) and Grand County (since 2016). Acts "on call" as the land use Appeal Authority in lieu of a Board of Adjustment or other appeals body for these cities and counties. Hears and resolves cases involving land use appeals, variances, zoning enforcement and other administrative issues (depending on jurisdiction).
- Former City Attorney (2012-2017) for the City of Providence, Utah (2007-2012 for land use issues only). Associate City Attorney for North Ogden, Utah (2015-2017).
- Elected State Representative, Utah Legislature. Republican. Represented BYU Campus and nearby neighborhoods, Provo. Two terms, 1985-1988. Chair, Committee on Revenue and Taxation, 1987-1988.
- Elected At Large Member, Provo Municipal Council. Lead efforts to restore family zoning to the neighborhoods of downtown Provo and promote neighborhood conservation. 1982-1983.
- Field Office Director, Congressman James V. Hansen (R-UT). Covered Southeastern Utah Counties from Provo Field Office. 1981.

Community Service

- Member, Utah Legislative Land Use Task Force. Organized to review and discuss proposed land use legislation for the state legislature by the Utah League of Cities and Towns, the Realtors, Home Builders, Counties and others. Twenty years - 2004 to present.
- Local Precinct Chair, Utah Republican Party, 2012-2018.
- Member, Governor's State Agencies Council on Alternative Dispute Resolution, 2003-2005. Chaired by Palmer DePaulis and initiated by Rich McKeown, Governor Leavitt's chief of staff.
- Board Member, Utah Heritage Foundation (Now Preservation Utah) 1978-1981. President, 1979-1981.
- Board Member, Idaho Heritage Trust, 1989-1993. Chairman and Executive Director, 1992-1993.
- Board of Advisors, National Trust for Historic Preservation, 1987-1988.
- Founding Secretary and Board Member, The Chesterfield Foundation, 1979-1999. President, 1998-1999.
- Member, Utah Board of State History, 1997-1998.

Honors and Awards

- Distinguished Real Property Practitioner of the Year, Real Prop. Section, Utah State Bar. 2018.
- *Utah Business Magazine* Legal Elite, Real Property Law Category, repeated years between 2010 and 2021.
- Outstanding Achievement Award, Utah Board of State History. 2017.
- Lifetime Achievement Award, International Right-of-Way Association, Utah Chapter. 2016.
- Outstanding Volume of Local History, Mormon History Association. 1982. (For *Chesterfield, Mormon Outpost in Idaho*. Acted as Publisher; Lavina Fielding Anderson, Editor).
- Outstanding Service to the Community, Faculty of the J. Reuben Clark Law School. 1976.
- J. Grant Iverson Service Award, Utah State Historical Society. 1975.
- Preservation Award, Utah Heritage Foundation. 1975.

Publications

- Ground Rules – Your Handbook to Utah Land Use Regulation, 270 pp., Utah Land Use Institute, 2021. Updated annually. Originally published as the Citizen's Guide to Utah Land Use Regulation, 2005, for the Utah Department of Natural Resources.
- *Adventures in Land Use Dispute Resolution – Utah's Innovative Program to Provide "Free" Legal Advice to Local Government, Neighbors, and Property Owners* - Journal of Comparative Urban Law and Policy – Vol 5, No. 1, 2022.
- Training Materials for Appeal Authorities. Utah League of Cities and Towns with a grant from the Department of Commerce, Office of the Property Rights Ombudsman. Land Use Academy of Utah, 2019.
- *Resolving Land Use and Impact Fee Disputes: Utah's Innovative Ombudsman Program*, The Urban Lawyer – The National Journal on State and Local Government Law, Fall 2010/Winter 2011.
- Utah Land Use Deskbook – 140 pp., Utah League of Cities and Towns, 2009, 2011, 2016. Comprehensive topical review of Utah land use laws. Lead author of publication vetted and polished by civic and business leaders.

- Utah Law of Eminent Domain – 280 pp., Utah Land Use Institute, 2008, 2012.
- Utah Impact Fee Handbook – 90 pp., Lead Author, Utah Land Use Institute, 2009, 2016.
- Alternative Dispute Resolution for Right-of-Way Acquisition Agents. 16 hour course with student manual, instructor manual, exams, and power point. International Right-of-Way Assn., 2006. Taught principles of Fisher's Getting to Yes to right-of-way agents in various US States and in Canada.
- Open Government. Summaries of Government Records and Open Meetings Laws, 2000-2006.

HIGHLAND CITY APPEAL AUTHORITY

REQUEST FOR PROPOSAL

ATTACHMENT B – WRITING SAMPLE – DECISION ON LAND USE APPEAL FOR SALT
LAKE CITY

Salt Lake City Land Use Appeals Hearing Officer
PLNAPP2021-00696
Appeal from Planning Commission Decision
1844-1852 East 2700 South – Planned Development and Preliminary Plat Approval
August 13, 2021

This is an appeal from a decision by the Planning Commission to approve a preliminary subdivision plat and planned development for the creation of three residential lots from two pre-existing lots in the R-1/12,000 single family residential zoning district. The appellant neighbor of the proposed development, Kevin Donahue, claims that the action of the Planning Commission is illegal. The appeal is denied as explained below.

RECORD

The record includes the Staff Report, a document of 81 pages dated August 12, 2021, which includes the City's introduction to the matter; a project vicinity map; an initial appeal letter by Mr. Donahue dated July 6, 2021; a brief from a city attorney; the Planning Commission's record of decision; the minutes of the Planning Commission meeting held June 9, 2021; the agenda and mailing list of that Planning Commission hearing; the early notification letter and mailing list; and the applicant Harvath family's written opposition to the appeal. filed by Brett Hastings on behalf of the property owner, and a response filed by the City Attorney dated March 5, 2021. The record also includes a video recording of the hearing held before the Appeals Hearing Officer on August 12, 2021.

Appearing at the hearing on this matter held August 12, 2021 were Kevin Donahue, who brings this appeal; city representatives Paul Nielsen, Michaela Oktay, Joel Paterson, John Anderson, and Aubrey Clark; and applicant Barbara Harvath as well as legal counsel for the applicant, Victoria Hales. There also appeared to be at least five members of the public who observed the hearing. The hearing was held electronically as the hearing officer determined that to hold a live hearing would constitute a substantial risk to public safety in light of the current Covid-19 pandemic.

Mr. Donahue spoke first at the hearing. Mr. Nielson then commented on the City's view of the appeal. Ms. Hales then spoke and was followed by summary comments by Mr. Donahue. All speakers were allowed to speak without interruption and for whatever time they wished to speak at their turn, without limitation of time. At the conclusion of the hearing, which lasted from 3:15 p.m. until 3:43 p.m., the hearing officer took the matter under advisement, stating that a written decision would be provided at a later time.

STANDARD OF REVIEW

An appeal from a decision by the Planning Commission, according to local ordinance as well as Utah Code Section 10-9a-707(3) and (4), which reads: If the scope of review of factual matters is on the record, the appeal authority shall determine whether the record on appeal includes substantial evidence for each essential finding of fact. The appeal authority shall (a) determine the correctness of the land use

authority's (that is, the Planning Commission's) interpretation and application of the plain meaning of the land use regulations; and (b) interpret and apply a land use regulation to favor a land use application unless the land use regulation plainly restricts the land use application.

Under the Utah Land Use Development, Management, and Administration Act, the most significant local land use decisions are to be made by citizen planners, either elected members of the City Council or appointed members of land use authorities such as the Planning Commission. It is not the role of either a hearing officer or the courts to impose their preferences on land use matters. A court or hearing officer is obligated to defer to local officials unless the person challenging a local decision demonstrates that an administrative decision, such as the one at issue here, was made without the support of substantial evidence in the record or in opposition to state statute or local ordinances. A court or hearing officer is also obligated to favor the approval of a land use application unless it does not comply with a plain reading of the ordinances.

FINDINGS OF FACT:

1. On each of the two properties at 1844 and 1852 East 2700 South in the City is a home which is allowed as a principal use in the R-1/12,000 zoning district.
2. The two properties combined involve approximately 43,681 square feet of land area.
3. The total frontage of the two combined lots on 2700 South Street is 160 feet.
4. A graphic representation of the properties provided to the Planning Commission show two structures identified there as "garage".
5. The owners of the two properties, the Harvaths, filed application for planned development and preliminary subdivision plat approval to create three lots from the two previous lots on the properties.
6. The Planning Commission heard the matter and approved the applications on June 9, 2021.
7. Kevin Donahue filed a timely appeal of the interpretation. That appeal is now before the hearing officer.

CONCLUSIONS OF LAW:

1. In his appeal, Mr. Donahue argues the following points:
 - a. The application violates the zoning requirements and adopted policies and regulations.
 - b. The application violates the Sugar House Master Plan
 - c. The application violates the planned development purpose.
 - d. There are obvious errors which render the approval null and void.
 - e. The three lots do not meet the minimum lot frontage allowed in the zoning district.
 - f. The three lots do not preserve and improve a desirable residential environment.
 - g. The proposal is a money maker for the applicant who is proposing to do more development in previously undeveloped areas of lots in the neighborhood.
 - h. The proposal violates the low density residential classification and represents a density of 5.4 units per acre.

- i. The proposal is not compatible and integrated with the surrounding neighborhood in that it allows a flag lot and thus impacts privacy and open space.
 - j. This is infill. Highland Acres does not allow infill.
 - k. The project planner acted as a private consultant for the applicant.
 - l. The project violates the character of the community by occupying traditionally unoccupied space.
 - m. The project violates the requirement in Table 21A.55.060 of the City Code which requires a minimum net lot area of 24,000 square feet.
 - n. The chair of the Planning Commission made a statement to counsel for the applicant during the public meeting and before the commission voted on the matter: "I think you'll be happy with the conclusions, so I don't think you'll want to interfere."
 - o. Two planning commission members left the hearing during the public comment period so the decision is null and void.
 - p. Staff refused to photograph the proposed project from the neighbors point of view.
 - q. Staff exhibited bias in favor of the applicant did not result in an objective, unbiased hearing.
 - r. Staff "cherry picked" the information provided to the Planning Commission and ignored illegal aspects of the proposal.
 - s. Private characterizations of the comments of citizens as "public clamor" was prejudicial against them.
 - t. The Planning Commission should not have heard the proposal until current complaints about occupancy of illegal residences on the properties was resolved.
2. This matter involves the approval of a land use application. Utah Code Section 10-9a-509 therefore applies, which requires that an application be approved if it complies with the land use ordinances in place when the completed application was filed and applicable fees paid.
 3. The burden of proof rests on Mr. Donahue who must demonstrate that the decision is not supported by substantial evidence or is otherwise illegal.
 4. Among the long list of appeals issues brought up by Mr. Donahue are only three which argue that the approved plan violates specific sections of the local ordinance. These include items e - minimum frontage; h - density; and m - minimum lot size.
 5. As to item e, minimum lot frontage, the code specifically provides, at Section 21A.55.020 A that "In approving a planned development, the Planning Commission may change, alter, modify, or waive the following provisions of this title: A. Any provisions of this title or the City's subdivision regulations as they apply to the proposed planned development . . ." The Planning Commission thus legally allowed lots with less than 80 feet of lot frontage.
 6. As to item h, density, the resulting development has the opportunity to provide three separate residences, each on a lot more than 12,000 square feet in size, within the area to be occupied by the planned development. The area of that planned development is slightly more than an acre, so the approval is for three residences in approximately one acre of ground. This is consistent with the planned density in the R-1/12,000 zone.
 7. Also as to item h, the approval does not legalize any of the alleged second residences within any of the three lots. This issue is irrelevant to the approval at issue here.

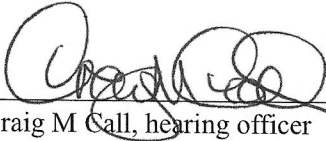
8. As to item m – minimum lot size. The table cited by Mr. Donahue refers to the total size of the lot to be developed as a planned development. Where the minimum size of the area contained within the planned development is 24,000 square feet, the size of the combined lot included in the planned development exceeds 45,000 square feet. The planned development is thus legal with regard to this issue.
9. As to Mr. Donahue's other arguments regarding compliance with the Master Plan, it has been shown that the Master Plan specifically anticipates the development of lots behind existing residences. It is also a given principle of Utah land use law that where compliance with general standards and standards is concerned, deference to the decision of local citizen planners, such as the Planning Commission here, is to be given. It is also clear from state law mandates that a general plan is only advisory, absent local ordinances which require decisions to be based upon the general plan. Decisions must be based on the specific requirements of the ordinances, not the general plan.
10. As to procedural issues such as whether a quorum must be present during all aspects of a public hearing, I conclude that it is not. Mr. Donahue has cited no legal authority in either statute, local ordinance, or case law to support that conclusion. I personally know of no legal authority which would hold, absent an ordinance requiring attendance, that a quorum is needed at any time other than when a vote or other official action is taken.
11. I also conclude that the alleged biases and preferences, even if true, do not defeat the decision of the Planning Commission here. For the majority of applications, planning staff provides an opinion as to whether or not an application complies with the ordinances and qualifies for approval. That is not an indication of undue bias. There is no allegation here of the kind of bias on the part of the decision makers – members of the Planning Commission – that would void a decision by them, which they made after allowing for public input and providing other means that the preferences of the community could be communicated to them. Mr. Donahue has provided no legal authority to support any other conclusion here.
12. As to the other items and allegations, Mr. Donahue alleges that certain facts, events, and statements related to the approval should render the approval null and void. Where the state code requires approval of an application if it conforms to the ordinances, the Planning Commission's decision here was not only appropriate but required by state law. I found no evidence in the record of the decision by the Planning Commission or in Mr. Donahue's legal arguments that the decision was not legal.
13. The only evidence in the record – an extensive staff report with detailed findings and conclusions – shows that the application was entitled to approval. While the other details alleged and argued by Mr. Donahue have been frustrating to him, he does not provide, and I am unaware, of any case law precedent where a Utah appellate court has voided a local land use decision based on any factual situations similar to those explained here. I have not listened to the meeting video because even if every allegation made by Mr. Donahue is correct, his conclusions still would have no bearing on the only issue here: whether the application conformed to the ordinances.
14. While the discussion at the Sugar House Community Council may have been recorded, it was not part of the official record of the decision by the Planning Commission and there is no evidence that the recording of the Community Council meeting was viewed by the Planning Commission.

As such, it is not part of the record of their decision and therefore not something that I could view as part of this appeal.

15. The sole issue here is whether the decision of the Planning Commission violated a law or ordinance and was based on substantial evidence in the record. Substantial evidence does not mean that there is logic and evidence on only one side of an issue – it means that even when there is evidence and logic in favor of taking another course, if there is evidence and logic in favor of the course taken, that decision will stand.

The legal arguments failing here, the Planning Commission's actions are upheld. The appeal is denied.

Dated this 13th day of August, 2021.

A handwritten signature in black ink, appearing to read 'Craig M. Call', is written over a horizontal line.

Craig M Call, hearing officer

HIGHLAND CITY APPEAL AUTHORITY

REQUEST FOR PROPOSAL

ATTACHMENT C – PROPOSED HOURLY OR PER-CASE FEE SCHEDULE

ANDERSON, CALL & WILKINSON PC

PROPOSED HOURLY RATE FEE SCHEDULE

HIGHLAND, UTAH APPEAL AUTHORITY

We propose that appeal authority services be provided at the hourly rate of \$125 per hour for time involved in conducting hearings, reviewing related documents, and preparing written decisions.

We propose that an hourly rate of \$62.50 apply to travel time, based on the estimated travel time between our home office location and the hearing location on an online direction/mapping portal such as google maps. The estimated travel time between our home office and the Highland City Hall is one hour and twelve minutes each direction.

HIGHLAND CITY APPEAL AUTHORITY

REQUEST FOR PROPOSAL

ATTACHMENT D – REFERENCES FROM CLIENTS

Craig M. Call, J.D.

References – Current Service

Scott Lyons

Department of Community Development

Box Elder County

435-734-3316

slyons@boxeldercounty.org

Matt Dixon

City Manager

South Ogden City

801 388 4667

mdixon@southogdencity.gov

Daniel Cardenas

Director, Department of Community Development

City of Pleasant Grove

801 758 6057

dcardenas@pgcity.org

APPEALS HEARINGS OFFICER APPOINTMENT AGREEMENT

THIS AGREEMENT is entered into and effective this _____ day of _____ 2024, by and between Highland City ("the City") and Craig Call, to retain Mr. Call's service as an appointed appeals Hearing Officer ("Appeal Authority")

The City and Mr. Call agree as follows:

1. Mr. Call accepts appointment as the City's appeals hearing officer and as such will have all powers and duties of such office as provided by Article 3 of the Highland City Development code and Title 10, Chapter 9a, Part 7 of the Utah Code. Mr. Call will provide to the City the Appeal Authority services in compliance with the applicable Highland City ordinances and the Utah Municipal Land Use, Development, and Management Act and other provisions of Utah State law. Such services shall include hearing and deciding land use appeals and variances.
2. The City will compensate Mr. Call at the rate of \$125.00 per hour for his Appeal Authority services, which will include time spent preparing for hearings, conducting hearings, and preparing orders and decisions. Mr. Call will charge 50% of the normal rate (\$62.50) for travel time and will not charge for mileage or other expenses related to travel.
3. Mr. Call will be available on an "as needed" basis to conduct administrative hearings. The parties shall schedule hearings when reasonably practicable to provide efficient hearing services to the public. All hearings shall be conducted in accordance with Highland City ordinances and Utah State law. To accommodate hearings which are expected to be unusually lengthy, additional calendars may be required, and the parties shall work to schedule hearings which will provide sufficient time to hear the evidence.
4. The City will notify Mr. Call upon receiving notice of an application for a hearing. In doing so, the City will avoid engaging in *ex parte* communication.
5. The City will provide support services to Mr. Call reasonably necessary to fulfill his responsibilities and including preparation of notices, files, dockets, clerical support during hearings, transcribing dictated notes, audio recording of hearings and collection of fees and fines.
6. The relationship of Mr. Call to the City under this Agreement is that of "independent contractor." No relationship of employee, agent or servant of the City is created by this agreement. No benefits will be paid and no Internal Revenue Service's withholdings will be made by City from payments made for Mr. Call's services.
7. The term of this Agreement shall be for one (1) year from its effective date and will automatically renew at the end of each year term for another year term, unless terminated by either party for any reason by such party giving 30 days' notice. This Agreement may also be terminated at any time upon written, mutual consent by both City and Mr. Call.

8. Mr. Call will invoice the City for Appeal Authority services provided. Payment by the City shall be due within 30 days of receiving an invoice.

9. This is the entire agreement of the parties. It may not be modified except in writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Craig Call

HIGHLAND CITY

Kurt Ostler, City Mayor

Attest:

Stephannie Cottle, City Recorder

Approved as to form:

Robert A. Patterson, City Attorney



CITY COUNCIL AGENDA REPORT

ITEM #5a

DATE: March 12, 2024
TO: Honorable Mayor and Members of the City Council
FROM: Andy Spencer, City Engineer/Public Works Director
SUBJECT: Alpine Highway Fence Repair Bid
TYPE: General City Management

PURPOSE:

Discuss the bids received on the Alpine Highway fence repair and provide staff direction on next steps.

STAFF RECOMMENDATION:

Staff recommends Council consider the bids and previous Council discussions on this item and provide next steps for staff.

PRIOR COUNCIL DIRECTION:

On October 17, 2023, Council discussed the different options for making improvements to the Alpine Highway fence. Ultimately, Council gave staff direction to solicit bids to repair the fence and bring them back to Council for further consideration.

Another option Council considered was a grant process for partial reimbursement to residents who replace the fence or repair the existing fence. Previously, both the residents and the City solicited bids for replacement of the fence. A low bid received by a resident was approximately \$450,000 for a concrete fence for all 31 units. At that price, only 10 of the 31 homeowners wanted to replace the fence.

BACKGROUND:

The Alpine Highway fence along Alpine Highway (5300 W) that runs south of Timpanogos Highway to 175 ft south of W 10300 N, is approximately 4,650 linear feet of wood fencing distributed across six sections, impacts 31 homes, and is in need of repair. The work on this fence consists of replacing or rehabilitating masonry columns and fencing segments depending on the breadth of extent of damage, replacing wood components that are no longer functional, and restraining the fence.

If Council does wish to move forward with the fence repair project as bid, staff would recommend 1) the City openly acknowledge through communication to the residents that moving forward the homeowners will be responsible for any fence repairs or replacements and 2) the Council adopt a new theme wall standard for Alpine Highway so that when residents choose to replace their fence it stays a uniform material.

Council could also direct staff to seek additional bids from smaller handy-man type companies for the project. These contractors would likely not meet typical city or UDOT standards in terms of bonding and insurance and would take additional time to complete the project. However, the price is likely to be lower.

FISCAL IMPACT:

The cost obtained for the fence repair is \$250,000 and is attached. Funding for this expense was not included in the FY24 budget. As this expenditure was not included in the budget, it will need to be funded by General Fund Fund Balance and will be included as part of the final budget adjustments unless otherwise directed by the Council.

MOTION:

N/A

ATTACHMENTS:

1. Highland Fence Drawing Set
2. Alpine Highway Fence - Bid and Specifications.
3. Bid Tabulation 2.29.2024 3PM

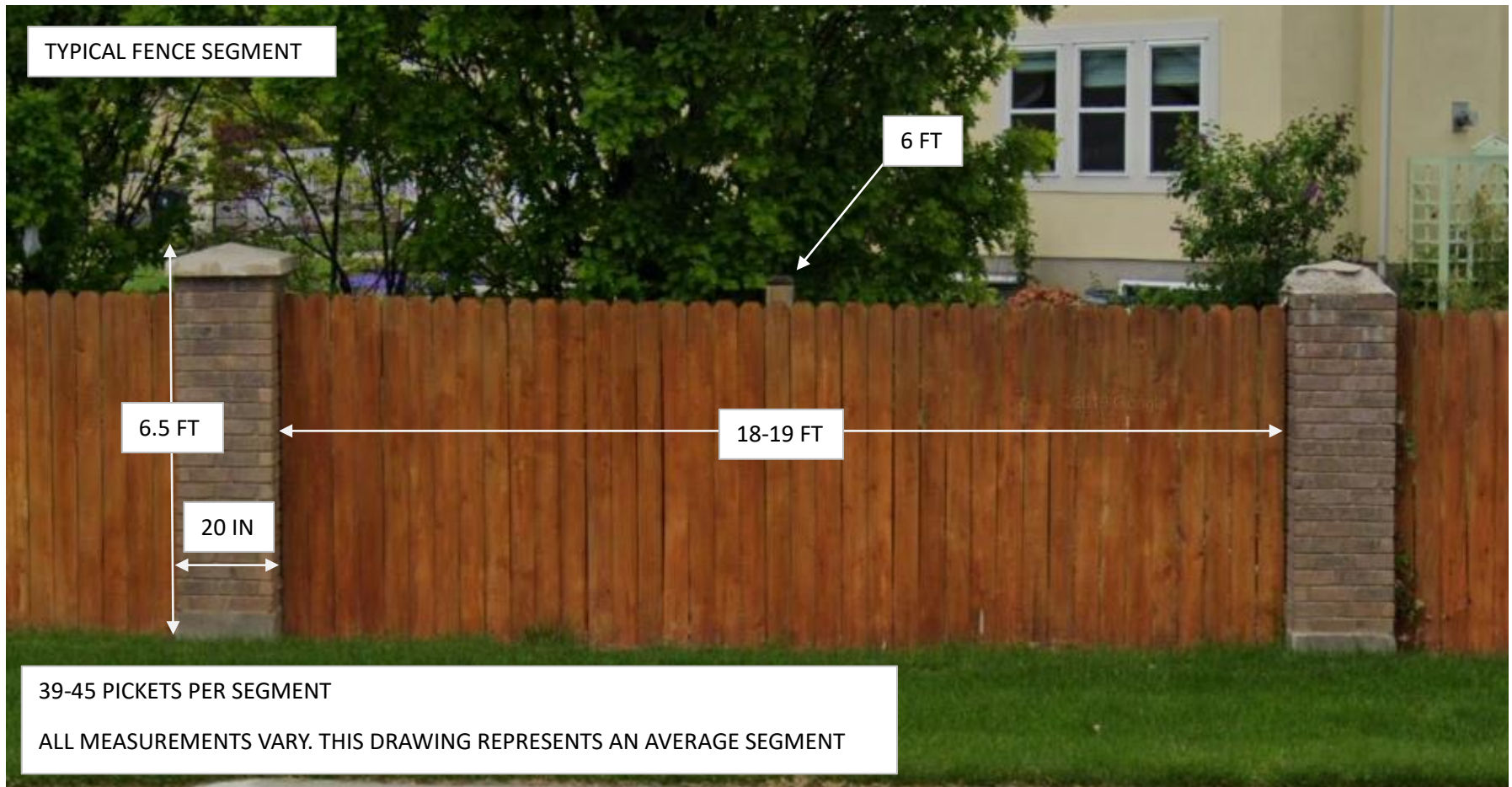
Overall Map



0 0.25 0.5 Miles



Typical Fence Segment



Column Cap Replacement – Bid Item 1



Column Cap Rehabilitation – Bid Item 2



Column Cap - Moderately Damaged

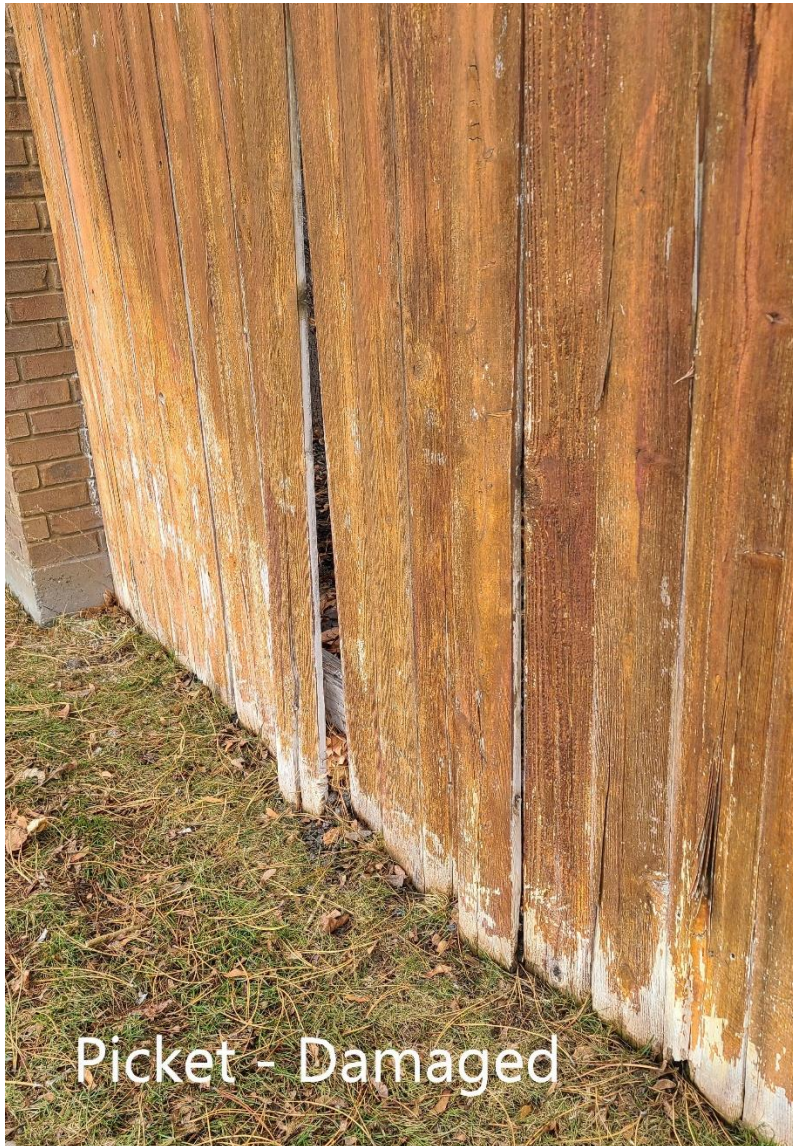
Column Masonry Replacement – Bid Item 3



Column Masonry Rehabilitation – Bid Item 4



Picket Replacement – Bid Item 5



Cross Beam Replacement – Bid Item 6



Middle Post Replacement – Bid Item 7



Clearing Fence Segment of Vegetation – Bid Item 8



Bid Item Estimation from ENGINEER

Section #	Length (ft)	Columns	Tops Heavily damaged or missing	Tops moderately damaged	Masonry Heavily Damaged	Masonry Moderately Damaged	Length of Fencing Minus Columns (ft)	# of Pickets	Pickets damaged	Cross Beams Damaged (by Segment)	Middle Post Damage (by Segment)	Vegetation covering Fencing (by Segment)
Section 1	130	7	3	2	0	0	118	257	7	0	0	0
Section 2	1150	60	10	22	0	15	1050	2283	115	9	2	11
Section 3	760	42	0	1	0	4	690	1500	45	11	0	0
Section 4	990	47	0	1	10	37	912	1982	25	4	2	0
Section 5	640	30	0	0	5	17	590	1283	16	5	1	2
Section 6	980	48	0	0	5	33	900	1957	10	5	0	8
Total	4650	234	13	26	20	106	4260	9261	218	34	5	21
% Damaged		N/A	6%	11%	9%	45%	N/A	N/A	2%	15%	2%	9%

All numbers are approximate.

Highland City - Alpine Hwy Fence Project
Bid Tabulation
2/29/2024-3PM

UNIT PRICE SCHEDULE - BASE BID				Aloha Fencing		Ultimate Aeration/Forever Landscaping	
Item #	Description	Unit	Quantity	Unit Price	Amount	Unit Price	Amount
	SCHEDULE A Alpine Hwy Fence Project						
1	Column Cap Replacement	1	13		\$ -	\$149.00	\$ 1,937.00
2	Column Cap Rehabilitation	1	26		\$ -	\$149.00	\$ 3,874.00
3	Column Masonry Replacement	1	20		\$ -	\$2,815.00	\$ 56,300.00
4	Column Masonry Rehabilitation	1	106		\$ -	\$578.00	\$ 61,268.00
5	Picket Replacement	1	218		\$ -	\$21.40	\$ 4,665.20
6	Cross Beam Replacement	1	34		\$ -	\$160.00	\$ 5,440.00
7	Middle Post Replacement	1	5		\$ -	\$321.00	\$ 1,605.00
8	Clearing Fence Segment of Vegetation	1	21		\$ -	\$214.00	\$ 4,494.00
9	Staining Fence	1	4,260		\$ -	\$19.26	\$ 82,047.60
	SCHEDULE A TOTAL				\$ -		\$ 221,630.80
	TOTAL SCHEDULE A AND B				\$ 1,887,300.00		\$ 221,630.80



CITY COUNCIL AGENDA REPORT

ITEM #5b

DATE: March 12, 2024
TO: Honorable Mayor and Members of the City Council
FROM: Ron Campbell, Council Member
SUBJECT: Emergency Preparedness Committee
TYPE: General City Management

PURPOSE:

The City Council will consider a request from Council Member Ron Campbell to form an Emergency Preparedness Committee.

STAFF RECOMMENDATION:

Staff recommends the City Council discuss the proposed Emergency Preparedness Committee.

PRIOR COUNCIL DIRECTION:

On January 16, 2024, the Council ratified the Mayor's appointment of Council members to serve on various Highland City boards and committees. Along with his appointments, Mayor Ostler requested Council Member Ron Campbell to focus on Emergency Preparedness for Highland City.

BACKGROUND:

Council Member Ron Campbell is requesting the creation of an ad hoc Emergency Preparedness Committee for Highland City. The attached bylaws are a draft that has not been fully reviewed by the City Attorney or City staff. It is being presented to the Council for preliminary review. Staff is seeking feedback from the Council regarding this committee. This item will be brought back for formal approval if the Council directs.

FISCAL IMPACT:

Currently unknown. Some fiscal impact will be incurred for a resident awareness program and to facilitate the CERT program. Staff will update the Council as figures become available.

MOTION:

N/A

ATTACHMENTS:

1. Emergency Preparedness and Response Committee Bylaws
2. Resolution to Form Emergency Preparedness Committee

Highland City Emergency Preparedness and Response Ad Hoc Committee Bylaws

Purpose:

1. To create and/or update an emergency preparedness and response plan for Highland City.
2. To enhance Highland resident awareness of and the need for emergency preparedness.

Committee:

The Emergency Preparedness and Response Committee shall consist of seven (7) resident volunteers appointed by the Mayor with the advice and consent of the City Council. One member of the City Council along with one member of the Lone Peak Fire Department shall be appointed as non-voting liaisons to the committee.

The Committee must have a designated Chairperson and Secretary.

The Committee must comply with all Open Meeting Laws as set forth in UCA 54-4

Direction:

Oversee the creation and/or update of the Highland City Emergency Preparedness and Response Plan.

Recommend, develop, support, implement programs and activities to enhance resident awareness of and need for emergency preparedness.

Oversee the creation of resident training opportunities for Community Emergency Response Team (CERT) training and other like training opportunities associated with Emergency Preparedness and Response.

**A RESOLUTION DESIGNATING AN EMERGENCY PREPAREDNESS AND
RESPONSE AD HOC COMMITTEE TO CREATE AND/OR UPDATE THE
HIGHLAND CITY EMERGENCY PREPAREDNESS AND RESPONSE PLAN AND
ENHANCE RESIDENT AWARENESS OF AND NEED FOR EMERGENCY
PREPAREDNESS**

WHEREAS, Pursuant to Highland City Municipal Code Chapter 4, 12, the City Council may authorize the creation of a committee to assist the Council in carrying out the work of the city in an efficient and cost effective manner.

WHEREAS, the Highland City Council desires to ensure sufficient plans are in place for emergencies and the residents are aware of and the need for emergency preparedness,

NOW, THEREFORE be it resolved by the City Council of Highland City designates that an Emergency Preparedness Ad Hoc Committee be formed pursuant to the by-laws as set forth in "ATTACHMENT A."

ADOPTED by the City Council of Highland City, Utah on this _____ day of _____, 2024.

HIGHLAND CITY, UTAH

Kurt Ostler
Mayor

ATTEST

Stephannie Cottle
City Recorder

COUNCIL MEMBER	YES	NO
Brittney P. Bills	☐	☐
Ron Campbell	☐	☐
Doug Cortney	☐	☐
Kim Rodela	☐	☐
Scott L. Smith	☐	☐