



HIGHLAND CITY COUNCIL MINUTES

TUESDAY, FEBRUARY 6, 2024

Approved 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 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

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
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

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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.

City Engineer/Public Services Director Spencer explained Cedar Hollow Holdings has approached the City and Highland City Council APPROVED Minutes ~ February 6, 2024

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

Welcome to the Highland
City Council Meeting

February 6, 2024

Please Sign the Attendance Sheet




1



7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler
Invocation – Council Member Scott L. Smith
Pledge of Allegiance – Council Member Ron Campbell

2




UNSCHEDULED PUBLIC APPEARANCES

Time set aside for the public to express their ideas and comments on non-agenda items.

- Please state your name clearly.
- Limit your comments to three (3) minutes.

3



PRESENTATIONS

a. FY2023 Audit Presentation – *Steve Rowley*

b. Timpanogos Special Service District Update – *Brian Braithwaite*

4

CONSENT ITEMS *(5 minutes)*

3a. Approval of Meeting Minutes: December 5, 2023 and January 18, 2024 *General City Management*

5

Motion to Approve

I move 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 5 minutes regarding the previous recertification year for the Justice Court.

6



2024 SEWER LINING PROJECT

General City Management

Item 4a - Action

Presented by - Andy Spencer, City Engineer/Public Works Director


7

Prior Council Direction

- The Council approved funds in the FY2024 budget for the project.

8

Project Areas



9

Motion to Approve

I move 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.

10



SNOW EQUIPMENT PURCHASE

General City Management

Item 4b - Action

Presented by - Andy Spencer, City Engineer/Public Works Director

11

Prior Council Direction

- The Council has not previously discussed this item.

12

Equipment – Example Photographs



13

Motion to Approve

I move 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.

14



LICENSE AGREEMENT WITH PROVO RIVER WATER USERS ASSOCIATION FOR THE 6000 WEST PUMP STATION CONNECTION *General City Management*

Item 4c – Action
Presented by – Andy Spencer, City Engineer/Public Works Director


15

Prior Council Direction

- The Council approved a construction contract on Oct. 17, 2023 for the connection to the Provo River Aqueduct.
- The FY2024 budget includes funding for the construction of the pump station.

16

Project Location Map



17

Motion to Approve

I move 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.

18



FACILITY RENTAL POLICY UPDATE

General City Management

Item 4d – Action
Presented by – Jay Baughman, Assistant City Administrator/Community Development Director

19

Overview of Changes

- **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.

20

Overview of Changes (Continued)

- **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

21

Prior Council Direction

Refundable room deposit fee is \$150

- Not charged to credit card users
- Charged to users that pay with cash or check

22

Prior Council Direction

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

23

Prior Council Direction

Highland City Community Center 2023 reservations: (February through December)


Reservations	359	Total
- Resident	258	72% (includes Highland City Arts Council)
- Non-resident	101	28%
Number of Different Users	58	
Use Types		
- HCAC	218	61%
- Private Music Recitals	64	18%
- Government Entities	25	7%
- Other	51	14%
Total	359	100%

24

Motion to Approve

I move that the City Council approve the suggested changes to the Facility Rental Policy.

25



HIGHLAND ELEMENTARY SAFE ROUTES TO SCHOOL PROJECT FUNDING

General City Management

Item 5a - Expedited

Presented by - Andy Spencer, City Engineer/Public Works Director


26

Prior Council Direction

- The Council approved an agreement with UDOT for the grant funding on June 6, 2023.
- The FY2024 budget included \$100,000 in City funds for this project.

27

Project Location Map




28

Motion to Approve

I move 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.

29



SALES PRICE CALCULATION FOR CITY OWNED LAND

General City Management

Item 5b - Expedited/Resolution

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

30

Background

- The City Council adopted Resolution 2021-09; establishing how the cost per square foot would be determined.
- Based on the methodology in the adopted resolution, the value for orphan parcels for 2024 is **\$4.49** per square foot.

31

Motion to Approve

I move that City Council adopt the Resolution designating the valuation of orphan parcels for 2024.

32



TRI-PARTY AGREEMENT FOR ACCESS AND IMPROVEMENTS TO HIGHLAND BOULEVARD NEAR 11800 NORTH *Land Use (Legislative)*

Item 6a – Discussion
Presented by – Andy Spencer, City Engineer/Public Works Director

33

Prior Council Direction

- 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.

34

Lehi-D.R. Horton Agreement Summary

- Highland pays for 1/3 of 11800/Highland Blvd intersection treatment. Each party pays 1/3.
- Highland pays for 1/2 of center median costs
- Each City pays 1/2 cost of maintenance.

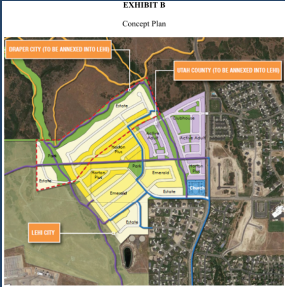
35

DR Horton Property



36

D.R. Horton Concept from Agreement



37

Current Status

- Staff relayed Council direction from Oct. 17, 2023 discussion.
- D.R. Horton has submitted further documents, staff have not provided comments on submitted materials due to larger issues remaining unresolved.
- Council discussion is being held to resolve the larger issues.
- Highland City commissioned runaway truck study.
- Highland City commissioned intersection study.
- Lehi City commissioned roundabout review.
- D.R. Horton submitted further information on 3rd access.

38

Runaway Trucks


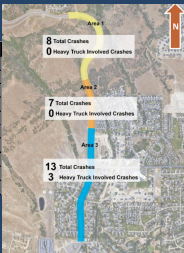





Figure 1: Sign Directing Truck Traffic to Highland via Suncrest Dr

Speed Data Collection Break Down			
Collection Method	Location	Horrocks Pneumatic	Horrocks Radar
Average Downhill Speed 85th%	1	54 MPH	59 MPH
	2	59 MPH	60 MPH
	3	52 MPH	45 MPH
Downhill Medium Vehicle Speed 85th%	1	53 MPH	-
	2	59 MPH	-
	3	53 MPH	-
Downhill Heavy Vehicle Speed 85th%	1	52 MPH	-
	2	47 MPH	-
	3	41 MPH	-



39

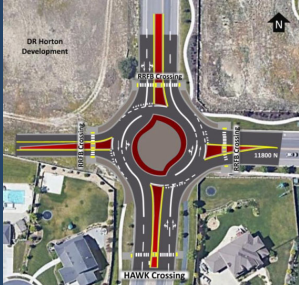
Runaway Trucks



	2024	2027
	\$188,000	\$654,000
	\$600,000	\$675,000
	\$125,000	\$125,000
	\$3,061,000	\$4,484,000
	\$256,000	\$288,000
	\$0	\$0
	\$27,000	\$33,000
	\$3,000	\$407,000
	\$4,000	\$200,000
	\$0	\$0
TOTAL	\$5,750,000	\$6,882,000

40

Highland Blvd/11800 North

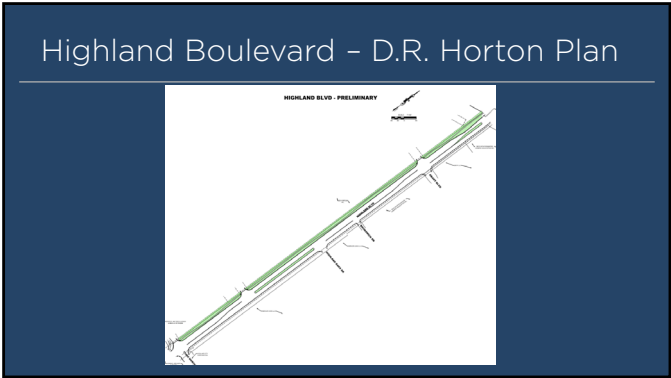


41

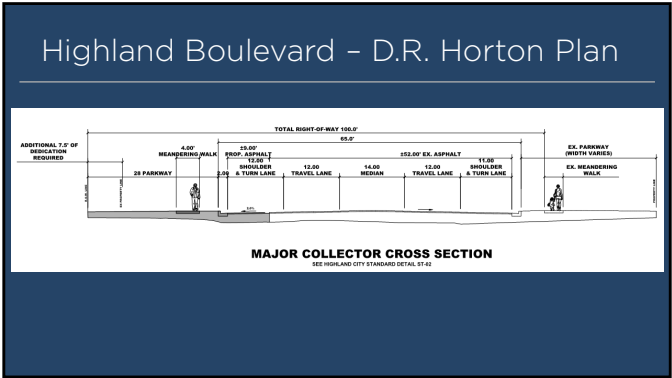
HAWK System



42



43



44

Discussion


- Trail status (referenced in agreement)
- Runaway Trucks
- Speed calming & place-making at City boundary
- 11800 N - Roundabout vs Traffic Signal
 - Turbo Roundabout
- Median Islands
- Additional access north of roundabout
 - City Standards
- Access at Grant Blvd.
- Future Traffic Signal at Grant Blvd.
- Accel/Decel lanes at Grant Blvd.
- Off-site (Improvements at SR-92)

45

Summary

- Staff/D.R. Horton require input from the City Council regarding the discussion points to allow the improvement plans to proceed.
- Lehi City concurrence will be required.
- Highland City will incur substantial costs to comply with the development.
- Timing for off-site improvements (SR-92 intersection area).

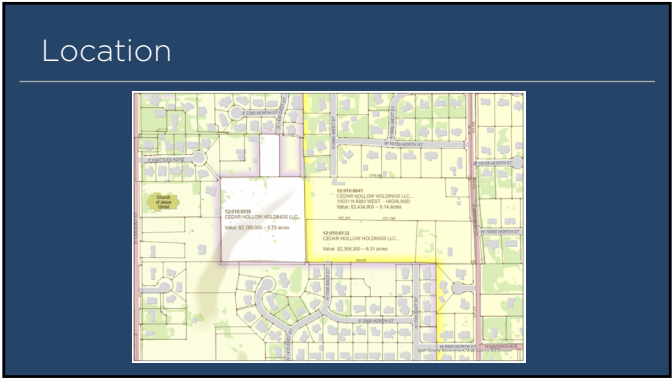
46



**CEDAR HOLLOW HOLDINGS
PROPERTY ON 6800 WEST NEAR
10050 NORTH** *Land Use (Legislative)*

Item 6b - Discussion
Presented by - Andy Spencer, City Engineer/Public Works Director

47




48

Property Owner Proposal – Plan #1

49

Property Owner Proposal – Plan #2

50



FLING CONCERT FEEDBACK

Item 7a – Communication
Presented by – Robin Wise, Civic Events Coordinator


51



MOUNTAIN RIDGE PARK PHASE II AMENITIES

Item 7b – Communication
Presented by – Erin Wells, City Administrator

52



LEGISLATIVE UPDATES

Item 7c – Communication
Presented by – Kurt Ostler, Mayor

53



PLANNING COMMISSION REPORT

Item 7d – Communication
Presented by – Rob Patterson, City Attorney/Planner

54



FUTURE MEETINGS

- February 14, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- February 20, City Council Work Session & Meeting, 6:00 pm, City Hall
- February 27, Planning Commission Meeting, 7:00 pm, City Hall
- March 5, City Council Work Session & Meeting, 6:00 pm, City Hall
- March 13, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- March 19, City Council Meeting, 7:00 pm, City Hall

55



CLOSED SESSION

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

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

56

TSSD 2024 User Rate Fee Increase

Highland City
Brian Braithwaite
February 6, 2024

1

Why Is the Increase needed?

#1 Growth

Year	Use/MGD	Peak/MGD
Max Today	30.00	66.00
2023	24.63	51.79
2029	30.03	66.12
2035	36.60	78.87
2040	40.58	87.99
2050	46.66	101.92
2060	51.10	112.08
Buildout	59.47	131.27

Other Reasons

- Increasing Regulatory Requirements
 - 1 mg/L for Phosphorus = Higher treatment costs
- Densification
 - State imposed ADU Requires
- Inflation
- Aging Infrastructure
 - Asset Management Program

2

Increasing Capacity

Infrastructure Capital Costs

2024	\$153,757,281
2025	\$293,961,161
2026	\$241,294,069
2027	\$110,910,736
2028	\$63,540,725
2029	\$69,929,476
Total	\$933,393,448

3

Funding - Key Provisions

Financing

- Maintain Bond rating AA or better
- Debt Service Coverage Ratio above 1.25
- Debt Service Coverage Ration without Impact Fees above 1.00
- Grant Monies (\$77M)

Allocation of Expense

- Densification
 - ERU definitions (higher volumes)
- New Users (Growth)
 - Impact Fees
- Aging Infrastructure
 - User Fees

4

Impact Fee Comparison

Total Impact Fee = \$3,559.33

\$2,418.61

\$1,138.35

\$2.97

Existing 2023 Impact Fee

Total Impact Fee = \$4,962.62

\$3,180.73

\$1,798.92

\$2.98

Maximum Allowable 2023 Impact Fee

5

40%, 15%, 3% Inflation

Year	Debt Service Coverage Ratio	Debt Service Coverage Ratio w/o Impact Fees	Monthly Current Rate for 5,000 gallon per ERU	Increase (%)	Increase (\$)
2008			10.03		
2009			12.63	26	2.59
2010			16.03	27	3.41
2014			18.43	15	2.40
2023	6.77	1.79	18.43	0	0.00
2024	6.85	1.56	21.80	40	7.37
2025	7.78	2.05	29.67	35	8.87
2026	1.27	1.90	34.12	15	4.45
2027	1.38	1.90	39.24	15	5.12
2028	1.38	1.00	40.42	3	1.18

6

Compare Facilities

WFWQC 2023 Rate Study

- Utah Statewide 67 gpcd
- Utah Rate Analysis Avg \$38.74/month
 - 6,400 gallons per month
 - 3.1 persons per household
- National Avg \$45.91

Detailed City / Area Rates

- See Handout

7

Highland City

February 6, 2024

7

Questions?

8

Highland City

February 6, 2024

8

Wasatch Front Sewer Rate Study - 2023

Name Entity	Tax Rate	House Value	Annual Tax Rev. (55%)	Monthly Equ. Rate	User Charge	Total Rate Monthly
Central Davis Sewer District	0.000115	635,000	40.16	3.35	26.00	29.35
Farmington	0.000115	627,000	39.66	3.30	28.00	31.30
Kaysville	0.000115	611,000	38.65	3.22	27.25	30.47
Fruit Heights	0.000115	667,000	42.19	3.52	27.00	30.52
Central Davis Average						30.41
Snyderville Basin Water Reclamation District	-	-	-	-	51.29	51.29
Synderville Average						51.29
Magna Water Co.	0.0008195	393,000	177.13	14.76	32.37	47.13
Magna Average						47.13
South Davis Sewer District	0.000306	527,000	88.69	7.39	19.00	26.39
South Davis Average						26.39
North Davis Sewer District	0.000468	550,000	141.57	11.80	21.50	33.30
Clearfield	0.000468	386,000	99.36	8.28	35.16	43.44
Clinton	0.000468	445,000	114.54	9.55	26.70	36.25
Layton	0.000468	485,000	124.84	10.40	29.45	39.85
Roy	0.000468	395,000	101.67	8.47	28.70	37.17
Sunset	0.000468	343,000	88.29	7.36	29.75	37.11
Syracuse	0.000468	540,000	139.00	11.58	28.56	40.14
West Point	0.000468	499,000	128.44	10.70	28.20	38.90
North Davis Average						38.27
Central Valley WRF						
Taylorsville-Bennion Improvement District	0.0000415	450,000	10.27	0.86	45.77	46.63
Granger-Hunter Improvement District	0.0002515	440,000	60.86	5.07	39.00	44.07
Murray	-	505,000	-	-	40.53	40.53
Kearns Improvement District	0.000233	398,000	51.00	4.25	37.55	41.80
Cottonwood Improvement District	0.000119	681,000	44.57	3.71	20.00	23.71
Mt. Olympus Imp. Dist.	0.000118	573,000	37.19	3.10	23.00	26.10
South Salt Lake	-	-	-	-	80.00	80.00
Central Valley Average						43.26
South Valley WRF						
West Jordan	-	-	-	-	39.16	39.16

Wasatch Front Sewer Rate Study - 2023

Midvalley Improvement District	0.000448	620,000	152.77	12.73	27.90	40.63
Midvale	-	-	-	-	45.96	45.96
Sandy Suburban Improvement District	0.000448	600,000	147.84	12.32	15.04	27.36
South Valley Sewer District- includes parts of Draper	0.000199	595,000	65.12	5.43	25.00	30.43

South Valley Average	36.71
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Salt Lake City

Salt Lake City	-	-	-	-	63.10	63.10
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Salt Lake Average	63.10
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Utah County Cities

Orem	-	-	-	-	32.87	32.87
Provo	-	-	-	-	65.70	65.70
Springville	-	-	-	-	35.48	35.48
Spanish Fork	-	-	-	-	48.46	48.46
Payson	-	-	-	-	61.56	61.56
Santaquin	-	-	-	-	46.67	46.67

Utah County Cities Avg	48.46
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Timpanogos SSD

Highland	-	-	-	-	39.92	39.92
Alpine	-	-	-	-	zz	38.04
Cedar Hills	-	-	-	-	46.91	46.91
American Fork	-	-	-	-	46.75	46.75
Lehi	-	-	-	-	36.48	36.48
Pleasant Grove	-	-	-	-	45.11	45.11
Vineyard	-	-	-	-	45.25	45.25
Eagle Mountain	-	-	-	-	45.75	45.75
Saratoga Springs	-	-	-	-	50.08	50.08
Utah County Side of Draper	0.000199	620,000	67.86	5.65	21.00	26.65

Timpanogos Average	42.09
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Central Weber Sewer Improvement District

Ogden City	0.000482	347,000	91.99	7.67	35.74	43.41
South Ogden City	0.000482	398,000	105.51	8.79	39.69	48.48
North Ogden City	0.000482	470,000	124.60	10.38	41.60	51.98
Farr West City	0.000482	572,000	151.64	12.64	26.00	38.64
Washington Terrace	0.000482	361,000	95.70	7.98	39.81	47.79
South Weber City	0.000482	548,000	145.27	12.11	34.11	46.22
West Haven	0.000482	540,000	143.15	11.93	35.00	46.93
Riverdale	0.000482	422,000	111.87	9.32	26.50	35.82

Wasatch Front Sewer Rate Study - 2023

Hooper	0.000482	580,000	153.76	12.81	50.00	62.81
Pleasantview	0.000482	612,000	162.24	13.52	27.80	41.32
Roy City	0.000482	395,000	104.71	8.73	34.25	42.98

Central Weber Average	45.59
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Brigham City	-	-	-	-	35.00	35.00
Tremonton City	-	-	-	-	33.80	33.80
Logan City	-	-	-	-	36.51	36.51
Price River WID*	0.00013	256,000	33.28	2.77	33.00	35.77
Tooele	-	-	-	-	28.39	28.39
Cedar City	-	-	-	-	23.00	23.00
St George City	-	-	-	-	28.75	28.75

Notes:

8000 Gallons were used as a standard Useage

Average House Value from
Zillow.com

Wasatch Front Average

MIN	\$ 23.00
AVERAGE	\$ 40.99
MEDIAN	\$ 40.14
MAX	\$ 80.00

Mountain Ridge Park February 2024

Phase II Amenity Summary*

*Costs presented are estimates or based on out-of-date bids and may change.

Available Funds	
Revenue Source	Amount
Previously Approved Sources	\$9,069,967
Parks Impact Fee Revenue	\$1,300,000
Recent Donations to Foundation	\$25,000
Total	\$10,394,967
Phase I Total Costs	\$8133,701
Surplus	\$2,261,266

Questions to be answered by the Council:

- What potential amenities are a high enough priority that the Council wants to commit additional City funds for if additional funds are not raised?

Phase II Priority Items	
Item	Estimate
<i>Amenities</i>	
Landscaping: Grass, soccer fields, trail plants, sprinklers	\$851,602
Trail Pavement	\$56,296
Donor Memorial Areas	\$15,000
<i>Park Necessities</i>	
Storage Shed (<i>Staff will provide building options for final Council considerations</i>)	\$220,000
Garbage Dumpster & Enclosure	\$30,000
Garbage Cans and Benches	\$12,525
<i>Baseball Field</i>	
Subgrade for Baseball Field	\$20,000
City Portion of Baseball Field Construction	\$530,000
<i>Construction Costs</i>	
Engineering & Construction Management	\$25,000
Contingency	\$264,063
Total	\$2,024,486
Surplus	\$236,780

Phase II Potential Amenities		
Item	Installation Cost	Annual Maintenance Estimate
<i>Amenities</i>		
Ninja Course	\$164,593	\$5,000
Pickleball Noise Blocking Material	\$53,752	--
Additional Security Cameras	\$30,000	\$700
Futsal fence	\$40,000	--
Permanent Stage	\$200,000	\$1,000
Playground Fence	\$125,000	--
Additional Smaller Pavilions (2)	\$40,000	--
Baseball Field Lighting	\$425,000	\$4,200
Soccer Field Lighting	\$450,000	\$4,200
Playground Lighting	\$100,000	\$2,100
Ninja Course Lighting	\$150,000	\$2,100
Trail Bollard Lighting	\$150,000	\$2,100
Conduit only for Future Sports Field Lighting	\$200,000	--
Splash Pad	\$700,000	\$23,000
<i>Construction Costs</i>		
Engineering & Construction Management	\$90,000	--
Contingency	\$437,752	--
Total	\$3,356,097	\$44,400
(Deficit)	\$(3,119,316)	

Mountain Ridge Phase II Potential Amenities Ranking



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Dear Highland City Council, we love the new park, but realize that to make it really useable in the heat of the summer, we need a splash pad and lots of shade; this will truly make it the community gathering place we hope for! The small splash pad by the library is only suitable for the 3 and under crowd, which doesn't reflect the population of the majority of children living in the Highland City boundaries. We would like to petition the city to add a splash pad to the next phase of the park planning.

NAME	Address	Phone	Email
Lisa Golden	6067 W 9800 N	801-360-8467	lisadgolden@gmail.com
Jessica Scholle	6688 W 10380 N	801-735-7770	jess.scholle@gmail.com
Allison Owen	6622 W 10280 N	801-717-7212	allisonowen75@gmail.com
Ryan Whitehead	6553 W 10380 N	801-471-7621	pos.te63@gmail.com
Megan Jacobson	6553 W 10380 N	720-333-9819	meg.a.jacobson@gmail.com
Erica Holladay	10277 N 6630 W	480-246-6573	ericaholladay@gmail.com
Skip Holladay	10277 N 6630 W	928-358-9177	skipholladay@gmail.com
Shalmani Bank	11027 N 11670 W	814-31-0152	Shalmani@comcast.net
Dan Bank	10277 N 6630 W	814-31-0385	Bank@comcast.net
Terry Cutler	10324 N 6530 W	971-377-8787	tcutler97@gmail.com
Angelica Nelson	4224 W Park Dr	203-628-5214	awilson11@gmail.com
DAVID MANNING	81874 VICS RD	801-833-6731	JDMANNFAMILY.COM
Kaila Wimbler	2352 N 380 W	801-661-6160	kailawimbler@gmail.com
Jason Talley	2563 W Pebble Creek		Talley029@gmail.com
DAVID LEWIS	6264 W Apollo Way	901-358-8448	david.lewis81@gmail.com
Melissa Lewis	6264 W Apollo Way	701-475-4207	harris.melissa@gmail.com
Dorran Darg	680 N 900 E	801-676-1282	Dorran.Darg@kuboo.com
Melina Carneasecca	375 N 150 W	801-362-7175	Melissa@carneasecca.com
Katie Davis	5918 W 1040 N	801-611-9406	katiecashedavis@gmail.com
Taylor Darg	598 W 1040 N	801-615-2885	Legokye@gmail.com
Brenna Andersen	1535 N. August Drive, Saratoga Springs	801-592-1797	brenncat6@gmail.com
Shallise Aardema	962 E 2250 N Lehi	801-691-8461	shalliseaardema@gmail.com
Dennis Saker	10962 N 6400 W	801-756-2787	dsaker@gmail.com
Dallas Bagley	4438 W Country Club Dr.	801-372-8172	Dallasbagley123@hotmail.com
Melissa Neumarker	256 W Silver Springs Dr.	650-303-3076	neumarkermelissa@gmail.com
Alise BOWLES	10391 N. 6930 N	901-819-0813	alisebowles@gmail.com
K. Baker	10971 N 5730 W Highland	801-602-1532	kayebaker@gmail.com

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