



# HIGHLAND CITY COUNCIL MINUTES

Tuesday, July 1, 2025

Approved August 19, 2025

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

## 6:00 PM REGULAR SESSION

Call to Order: Mayor Kurt Ostler

Invocation: Council Member Kim Rodela

Pledge of Allegiance: Council Member Doug Cortney

The meeting was called to order by Mayor Kurt Ostler as a regular session at 6:00 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 Kim Rodela and those in attendance were led in the Pledge of Allegiance by Council Member Doug Cortney.

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/Planning & Zoning Administrator Rob Patterson, City Recorder Stephannie Cottle, City Engineer/Public Works Director Chris Trusty, Police Chief Brian Gwilliam, Fire Chief Brian Patten

OTHERS PRESENT: Jon Hart, Liz Rice, Claudia Saldana, Jessica Delora, Barb Lamb, Sherry Kramer, Vanessa Moody, Gavin Moody, Wesley Warren, Eileen Miller, Pam Redman, John Redman

## 1. UNSCHEDULED PUBLIC APPEARANCES

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

Liz Rice stated that as she has been going door to door for her campaign, she has learned that people on Canal Boulevard are not happy, and it is time for the City to act and really do something. She sat in one location for several hours to observe conditions on the road and her suggestion is for a consistent speed limit throughout the entire length of Canal Boulevard. She sat at the intersection of 6000 West and Canal Boulevard for 20 minutes and feels that a four-way stop sign is needed at that site. Crosswalks on all four streets are needed as well. If the City is not using the two temporary speed bumps and there are no plans to put them on Canal Boulevard, she would prefer they be placed on 9600 North. At this time of year, there are people racing on that street during the

overnight hours. Whatever is done on Canal Boulevard, the City should not place a 'silly survey sign' inviting people to visit a website and provide their feedback regarding the speed bumps. Nobody likes speed bumps, but they are needed on Canal Boulevard and 9600 North. She then referred to the baseball field rental policy on tonight's agenda and stated she hopes the policy and rental costs are reasonable; she has four grandsons who are heavily involved in baseball, and it is very expensive. To host a good baseball tournament, four fields are needed. The City just has one field, and she is not sure how a good tournament can be hosted there.

Barb Lamb stated she lives on Canal Boulevard at the corner of 5650 West. About eight years ago she started asking for speed mitigation on the road. She knows that a final decision will not be made on the issue tonight, but she implored the Council to get something done as soon as possible. She has seen her neighbors' trees taken down and fences crashed through, as well as many different types of vehicle accidents on the road. It is no longer an issue of speeding, but one of safety. She thanked the City for placing the speed tables last fall, but noted she was disappointed that something else was not put in their place when they were removed. She noted people were actually driving a bit slower after the tables were removed, but car racing along the street has resumed. If the Council is not ready to make a final decision, she asked for another temporary solution to the problem; she is speaking on behalf of all of the residents on Canal Boulevard who are concerned with the existing conditions. She then noted that she lives a block from the corner of Canal Boulevard and Alpine Highway, and she has noticed that all the trees and grass in the park there are being allowed to die, and she does not understand why that is happening. She has reached out to the City and was told there may be insufficient funding to maintain the area and she hopes that is not true because the improvements were paid with taxpayer dollars. It is disappointing to see the mature trees die.

Mayor Ostler referenced Ms. Lamb's comments and noted there is an item on tonight's agenda regarding traffic mitigation and speed limits on Canal Boulevard, as well as an item dealing with landscape issues that have been noticed throughout the City. Ms. Rice noted that Larsen Park is in the same condition; the grass and landscaping there is completely brown.

Vanessa Moody stated a very scary incident happened in her neighborhood last weekend and she is here to plead with the Mayor and Council to look into rules and regulations for kids operating motorized bikes and scooters. The Police Officers who responded to the incident were incredible and encouraged her to help get the word out about the dangers of these vehicles. She is in an impossible situation because she does not want to ruin relationships with her neighbors. Her son was driving home under the speed limit when he was hit by a five-year-old boy on a motorized scooter. The boy was not wearing a helmet and was injured and taken to the emergency room. Her son thought that he had killed the child. She did not know until she was told by the Police Officers that motorized scooters are illegal, even on sidewalks. She was shocked by that information and noted that there are people and kids operating the scooters and bikes throughout the entire City. This incident has changed the life of her son and the child that was on the scooter. She found a clip online from an emergency room doctor where he stated that the majority of the incidents they are dealing with as of late are related to motorized bikes and young children. She asked that the City take action on this matter.

Mayor Ostler stated that this topic will be discussed under agenda item 7b.

Gavin Moody stated he is Vanessa's son, and he was involved in the accident; he was driving to work and a kid shot out of a cul-de-sac on his motorized bike. It was the most terrifying thing that has happened in his life, he thought the child was dead. The police were great, and the child ended up being ok, but he does not want something similar to this to happen again. It was very scary.

Council Member Smith expressed his concern to the Moody's for the situation they have been involved in; he noted that as people bring problems to the City Council, he would also like them to offer suggested solutions. He asked Mr. Moody if he has any suggestions for the Mayor and Council to consider. Mr. Moody stated the best solution would be to promote awareness of the laws regulating motorized bikes or scooters. Kids driving

these vehicles with no helmets is problematic; perhaps the parents of the kids could be cited if they allow their children to operate the vehicles illegally.

## 2. PRESENTATIONS

### a. **Community Development Block Grant Funds (CDBG) through Mountainland Association of Governments (MAG)**

Claudia Saldana and Jessica Delora from MAG's CDBG office will provide information to the Council regarding the CDBG program and possible projects the City may pursue for funding, if Council chooses to enter into an agreement to be eligible for the funds.

Claudia Saldana and Jessica Delore from Mountainland Association of Governments (MAG) used the aid of a PowerPoint presentation to discuss the Utah County Community Development Block Grant (CDBG) program; they expounded on the intent of the CDBG program, and the types of projects funded with CDBG funding. Some project ideas include things like improving accessibility in public facilities, building ADA ramps throughout City sidewalks, and creating programs and services for any of the categories of target beneficiaries of funding. Participation in the Utah County CDBG program is renewed every three years for cities and towns; cities can opt in and partner with the County to access funding for important community projects. Participation makes the City eligible to apply for funds but does not require the City to apply for funds. Ms. Saldana provided a list of current city/town participants and noted Highland City can participate by adopting a resolution before July 15, 2025, and signing an agreement with Utah County. Participation will commence July of 2026.

Discussion among the Council and the MAG representatives centered on topics such as Highland City's past participation in the program; eligible projects; any 'red tape' associated with the CDBG program; common matching requirements; the amount of funding available each year; and the entity that oversees compliance with the grant program. Mayor Ostler polled the Council to determine if they would like to participate in the program; he received positive feedback and indicated an action item will be included on a future agenda for the Council to vote regarding participation in the program.

## 3. CONSENT ITEMS

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

### a. **ACTION: Polyfluoroalkyl Substances (PFAS) Litigation Legal Service Agreement** *General City Management*

*Rob Patterson, City Attorney/Planning & Zoning Administrator*

The City Council will consider approving the execution of a legal services agreement with Stag Liuzza, LLC and Fabian Vancott to represent the City in pending PFAS legal action.

### b. **ACTION: Utah County Sheriff's Office Evidence Memorandum of Understanding** *General City Management*

*Brian Gwilliam, Police Chief*

The City Council will consider signing a Memorandum of Understanding (MOU) with the Utah County Sheriff's Office regarding the disposal of evidence related to misdemeanor offenses.

Council Member Scott L. Smith asked to pull item 3a from the consent agenda.

*Council Member Doug Cortney MOVED to approve the consent agenda, as amended.*

*Council Member Kim 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 carried 5:0*

Council Member Smith stated that he is concerned about the Polyfluoroalkyl Substances (PFAS) Litigation Legal Service Agreement; the attorneys representing people in the class action suit receive a third of the money awarded, but in actuality, they will likely receive about 50 to 60 percent of the award. He finds the people who are truly impacted in these cases do not receive the amount they deserve. He discussed historical class action suits related to medical issues. Council Member Cortney stated he also has concerns about class action lawsuits, but in this case, he feels it makes sense for the City to move forward. Council Member Campbell stated he also has concerns, but if this agreement provides the City access to an evaluation of the drinking water system, he feels the City should proceed. Council Member Smith stated his concern is whether the evaluation will be unbiased.

Council Member Cortney asked if the City has any indication of problems with the drinking water system. City Attorney Patterson provided some background information on the matter and noted that based upon past testing, there are no issues with the City's drinking water system. His hope is that the City will enter into the agreement and receive free testing of the City's drinking water system with findings of no issues; however, if contamination is found, there will be a sliding scale applied to the litigation awards that are given. Council Member Cortney asked if PFAS are similar to asbestos in that they are not an issue if the pipes are in-tact and only become problematic if pipes degrade over time. Mr. Patterson stated he does not know the answer to that question; from his limited understanding of the situation, it is less about the pipes and more about other substances that enter into the system, such as fire fighting foam that contain harmful chemicals.

Council Member Smith asked if the City could get a second opinion if problems are found; he believes the study will be biased. Mr. Patterson stated that the attorney is interested in finding claims that are meritorious, and the City could pursue independent testing to secure a second opinion of the condition of the system. Council Member Campbell stated based on that information, he supports entering into the agreement to secure free testing of the system.

Council Member Cortney stated that he provided some suggestions regarding the wording of the resolution to the other Council Members and staff before tonight's meeting; he is concerned that the current version of the resolution reads as if Highland's culinary water is contaminated and since that is not true to the best of the City's knowledge, he does not want to give that impression to residents. He proposed adding a recital to the resolution to clarify this issue; the recital would read: "whereas, the City is not aware of any contamination of its drinking water but is committed to regular and responsible testing and system maintenance of its drinking water system and sources to ensure that its drinking water remains safe and clean for its customers."

*Council Member Doug Cortney MOVED that City Council APPROVE the resolution, as amended, authorizing the city administrator to execute and carry out the legal services agreement.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
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<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>No</i>

*The motion carried 4:1*

#### **4. ACTION ITEMS**

##### **a. PUBLIC HEARING/ORDINANCE: Text Amendment Expiration of Approvals and Applications Land Use (Legislative)**

*Rob Patterson, City Attorney/Planning & Zoning Administrator*

The City Council will hold a public hearing to consider proposed amendments that would establish expiration procedures for land use applications and approvals.

City Attorney/Planning & Zoning Administrator Patterson explained there have been several recent cases where a land use approval, permit, or application has remained pending for an inordinate amount of time. Examples include:

- PO zone amendment, which was started in 2023, but was continued for over 1 year waiting on the applicant to submit new information.
- Fence permits that were issued, but the fence not built for multiple years, during which time fencing regulations changed.
- Site plan approval that was issued in 2022, but no construction has begun, and the current status is unknown.
- Several land use applications for which fees were not paid or required information was not submitted for months.

Highland City does not have specific deadlines for these items. The only deadlines that the City has relate to building permits (per building code - 180 days with no activity), conditional use permits, and subdivision plats. Utah State law provides that the validity of a land use application is conditioned on the applicant proceeding to implement the approval with "reasonable diligence." Because the City does not have any specific standard, and the state standard is loose, staff have been hesitant to revoke any permits or establish time limits for applications or approvals. This leads to permits and projects remaining in limbo for an indefinite period of time, even as City regulations and standards are updated, leaving the project non-conforming. Staff therefore proposes adopting specific deadlines and expiration periods for all land use applications and approvals:

- Incomplete applications expire 14 days after the city's request for payment of fees or submission of necessary information.
- Complete applications lapse after 180 days of inactivity (as with building permits).
- Approvals/permits lapse after 1 year if the applicant does not begin development/construction.
- Approvals/permits lapse after 1 year of inactivity after the applicant begins development/construction.

Delays caused by the City do not count against the applicant. And except for incomplete land use applications, the city must notify the applicant 14 days in advance of the potential expiration of the application or approval. There is also a process to request an extension of time, if necessary, which can be applied for after the applicant receives the notice. The body that reviews the extension is same as the body designated as the land use authority for the application. These amendments would not replace any current process. It will allow staff to clear out old applications and approvals that have not had activity for a long period of time. For current applications and approvals, staff would start their expiration time from the date the amendments are approved, giving them additional time to move their projects forward to completion. If any application or approval expires, the applicant would need to start the process over again as a new application, including paying all current fees and complying with all current requirements.

Mr. Patterson noted the Planning Commission reviewed these amendments at a duly noticed public hearing held on June 24, 2025. No comments from the public were received prior to or at the hearing. After discussing the benefits of having expiration dates, clarifying what City-caused delays means, and reviewing current timing procedures for subdivisions, the Planning Commission unanimously voted to recommend approval and adoption of the proposed amendments. Staff have prepared these amendments to help the staff administer and close out projects that are not progressing within a reasonable timeframe. This will help ensure that current City standards are applied to current projects and encourage applicants to move their projects forward. Notice of the public hearing for the City Council was timely and properly posted. No written comments have been received as of the writing of this report.

The Mayor and Council engaged in high level discussion with Mr. Patterson regarding common causes of delays in an application moving forward after certain approvals have been given; they also discussed different time frames during which substantial completion or improvements must be completed before an approval is revoked.

Mayor Kurt Ostler opened the public hearing at 6:55 p.m.

Liz Rice suggested the proposed ordinance needs to be more specific related to the type of work done on a property that would be defined as ‘activity’ for purposes of avoiding permit revocation. She suggested that some people will believe that simply moving dirt on a site would qualify as ‘activity’ and she suggested that term be better defined.

Wes Warren offered a hypothetical scenario; if a permit is approved and a year has gone by and the applicant wants to either start working on the project or file for an extension, but the code has been changed to complicate moving forward, he wondered how the City would handle that situation. He asked if an applicant would need to substantially modify their plans to comply with the updated code. Mr. Patterson stated that if an application remains active, the application is vested under the code that was in place at the time it was filed. This is why complete applications are so important. There have been instances where development standards are modified after an application is approved, but the applicant is made aware the standards that were in place at the time the application was made are still enforced. Mr. Warren stated that an applicant gets a 180-day time frame as a courtesy before they are required to start the application process over. He suggested the ordinance amendments are not punitive but are meant to ‘grease the wheels’ for applications that get approval but then seem to stall.

Mayor Kurt Ostler closed the public hearing at 7:00 p.m.

Council Member Cortney referenced Mr. Warren’s comments and indicated Section 2-705-4(b)(i) allows the City to deny an extension if the underlying code has changed since the application was approved. He asked if he was reading that section correctly, to which Mr. Patterson answered yes. He added that the language actually provides flexibility to staff in that an extension can be granted if the applicant is willing to update their plans to meet new standards.

*Council Member Ron Campbell MOVED that City Council ADOPT the ordinance amending the development code to establish general land use application and approval expiration procedures, changing section 4(b) from "shall not" to "may not".*

*Council Member Kim Rodela SECONDED the motion.*

Council Member Cortney asked if it would make sense to provide additional language to clarify the type or amount of activity that must occur on a site to avoid expired approvals of an application. Mr. Patterson stated that he would not be opposed to including language in the ordinance to eliminate the argument that moving a shovel of dirt on a site qualifies as activity. He would support adding the word ‘reasonable’ under both subsections c and d of 2-705-1.

Mayor Ostler asked if the Council would accept an amendment to the motion to include the text amendment suggested by Mr. Patterson.

*The City Council gave unanimous consent to amend the motion as follows:*

*The City Council ADOPT the ordinance amending the development code to establish general land use application and approval expiration procedures, changing section 4(b) from "shall not" to "may not", and changing the language in 2-705-1(c) and (d) to say "reasonably implement" or "reasonably implementing".*

*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 carried 5:0*

**b. ACTION: Open Space Maintenance Agreements** *General City Management*  
*Jay Baughman, Assistant City Administrator/Community Development Director*

The City Council will consider approving Maintenance Agreements as allowed in Resolution R-2022-27 for: Coleen Carter, Lorelee AhMu, Barbara Anders, and Craig Roberts.

Assistant City Administrator/Community Development Director Baughman provided background information regarding the adoption of the Highland City encroachment policy and subsequent maintenance agreements to address encroachment situations; tonight, there are four maintenance agreements before the City Council, but Administration prefers not to share the personal home address of each of the applicants during this meeting. However, if the public is interested in the address, they can review the information packet for the meeting. Mr. Baughman then summarized each of the encroachment situations:

- Colleen Carter:
  - Nature of Encroachment: Approximately 2,400 square feet of encroached area (2,500 is the maximum), which is mostly grass and seven trees.
  - Resident Justification Narrative: "When we purchased the home, all hardscape, grass, and most of the landscaping was already in place. To enhance the view from the back of the home, we planted seven trees across the back of the property to block the view of the open field with weeds. That field was recently sold to a developer who has built a solid wall fence behind said trees. These trees do not obstruct, interfere with or encroach on the property's unique characteristics, utilities or encumbrances. There are no physical structures on the City-owned space. There is nothing blocking passage across the City-owned space. All sprinklers are within our property lines. The amount of City-owned space that has grass and seven trees at the rear of our yard totals approximately 2070 square feet. We water that area with our existing sprinklers. It appears that there are two spots of cement curbing (approximately two feet wide) at the rear of one side of the yard that extends 24" into the City-owned space. (See attached aerial photo with circled image.) This curbing does not "fence" off any space from other users. Regarding the City-owned space at the rear of our yard: We propose that the City lets us leave that curbing intact until such time that the City improves or changes its open space. We propose that the City lets us leave the improvement of grass and trees that are planted in the City-owned space. We propose that we will continue to water and mow the grass and prune the trees that are in that space. We propose that we will continue to leave that space open and available to access and we will not put any structures (permanent or otherwise) in that space. No other improvements to the property are planned or requested."

- Staff Comments: Staff supports this MA as it beautifies open space adjacent to a trail corridor without requiring the city's time and resources to maintain. In the case that the city needs to access that corridor or the land beyond it, having a maintained area is more beneficial to the City than unmaintained land. There is the possibility that the city could extend a trail northward (preserved partially with an existing easement) and join up with the City's property on Dry Creek Lake, so the option to sell the land is not advised.

The Mayor and Council engaged in philosophical discussion and debate of the Carter encroachment request and ultimately concluded to support staff's recommendation to grant the encroachment agreement; Council Member Campbell stated he would like to give the applicant some concessions related to costs for additional water to keep the area of the property involved in the encroachment in good condition. Council Member Cortney stated that if that is something the Council wants to support, it will be necessary to amend the maintenance agreement document given that the agreement specifies that the resident is responsible for the care, maintenance, upkeep, repairs, and condition of the property. Mayor Ostler stated it would be appropriate to address that issue as the City's metering project moves forward.

Council Member Smith asked if the maintenance agreement will remain with the property in the event the Carter's sell the property in the future. Mr. Patterson stated the agreement terminates upon sale of the property and the new owner would need to apply for a new maintenance agreement. Council Member Cortney disagreed and indicated the agreement runs with the land and shall bind future successors of the property. Mr. Patterson reviewed the agreement document and stated Council Member Cortney is correct; the seller will be required to give notice to a future buyer of the maintenance agreement.

*Council Member Doug Cortney MOVED that the City Council approve an open space maintenance agreement with Coleen Carter, subject to the following stipulation:*

1. *All improvements shall be consistent with the proposed maintenance plan submitted with the application.*

*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 carried 5:0*

Mr. Baughman then reviewed the encroachment situation for Loralee Ahmu:

- Loralee Ahmu
  - Nature of Encroachment: Approximately 2,500 square feet of encroached area (2,500 is the maximum), which is mostly grass and two trees.
  - Resident Justification Narrative: "I'm writing to formally request a maintenance agreement for the strip of city-owned property that runs along the back of my home. Over time, we have voluntarily improved this area by planting and maintaining grass at our own expense. There are no sprinklers, structures, or additional landscaping—just simple upkeep to enhance the appearance and prevent it from becoming overgrown or neglected. This arrangement benefits both the city and our neighborhood. By maintaining the property ourselves, the city does not need to allocate time, labor, or resources to this area. We are committed to continuing this responsibility



and would appreciate formal approval through a maintenance agreement."

- Staff Comments: Staff supports this MA as it beautifies open space adjacent to a trail corridor without requiring the city's time and resources to maintain. In the case that the city needs to access that corridor or the land beyond it, having a maintained area is more beneficial to the City than unmaintained land. There is the possibility that the city could extend a trail northward (preserved partially with an existing easement) and join up with the City's property on Dry Creek Lake, so the option to sell the land is not advised.

Council Member Cortney referred to the photos of this property and asked if there will be sufficient room to get equipment through the easement if the maintenance agreement is approved. Council Member Cortney stated the tree may need to be trimmed to eight feet to be in compliance with City ordinances and to provide sufficient room for access. Mr. Baughman agreed and stated tree trimming could be required as part of the agreement.

Council Member Smith asked if there is still a plan to build a trail in the area of this property, to which Mr. Baughman answered yes. Council Member Smith asked if the trail is actually needed. Mr. Baughman stated the trail would provide a branch of the trail system that would go northward towards the City property by Dry Creek Lake. The City currently has an easement for a portion of the trail corridor, and the project is a possibility in the future. However, there are other trail projects with higher priority than this section. This led to discussion and debate among the Mayor and Council regarding the viability of a trail in close proximity to the subject property and the Carter property; Council Member Cortney stated that even if the City decides not to build a trail in the area, he would be disinclined to dispose of the City owned property. The Council agreed.

*Ahmu Application:*

*Council Member Scott L. Smith MOVED that the City Council approve an open space maintenance agreement with Lorelee Ahmu, subject to the following stipulation:*

- 1. All improvements shall be consistent with the proposed maintenance plan submitted with the application.*

*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 carried 5:0*

Mr. Baughman reviewed the encroachment agreement for Barbara Anders:

- Barbara Anders
  - Nature of Encroachment: Resident proposes approximately 600 square feet of encroachment consisting of sod and a tree.
  - Resident Justification Narrative: "I would like to plant a tree in the southwest corner of my lot on the opposite of my fence which would be on the Highland city's land bordering the Highland trails, as can be seen by the red mark on the attached map. There are a couple reasons I am requesting this: We have had a problem with goat heads growing in the area and have been spending our own money every year to have this area sprayed to keep them in check. They have been a problem (as I'm sure you know) getting into our children's feet, harming our neighbors' dog's paws and popping countless bike tires. As a runner, I love running in the Canterbury

neighborhood across the street from where I live because a large portion of the trails are shaded and in summer this allows for much relief from the heat of the sun. However, in my neighborhood most of the trails are fully exposed to the sun and offer little shade. If we were allowed to plant a tree and some grass in this area, it would be easier to keep the goat heads from coming back as the tree would allow for shade to help the grass grow and would give more shade along the path which could be enjoyed by the many residents of our neighborhood. I understand that there is some concern with planting a tree along the path that cause damage to the path due to the root system. I have been told that there are certain types of trees that are better for this area than others and would be willing to plant one of those trees. Also, with proper watering it would be less likely for the root system to grown as shallow and I would be willing to ensure that proper long-term watering for said tree would be provided for."

- Staff Comments: Staff supports this MA as it beautifies a trail corridor without requiring city time and resources to maintain. Other MAs along this same path have been approved by the Council. Branches would need to be maintained so as not to impede access to the trail. Upon inspection, staff found that the resident has already planted a tree has shallow roots which would likely cause damage to the City trail. Staff recommends a stipulation that the resident pull out the existing tree and work with the Parks Superintendent to find a tree and watering schedule that will minimize the possibility of damage to the trail.

The Council discussed the application and indicated there is an existing tree in the area involved in the encroachment that should be relocated and replaced by a tree chosen by the City's parks superintendent. Mr. Baughman noted that the applicant has asked to be given a tree from the City's Arbor Day Sale, and the Council was supportive of the request. The Council heard from the Parks Superintendent regarding the locust tree; he suggested it could be traded with a tree from the Arbor Day sale and planted elsewhere in the City where it is more suitable.

#### *Anders Application*

*Council Member Scott L. Smith MOVED that the City Council approve an open space maintenance agreement with Barbara Anders, subject to the following stipulations:*

- 1. All improvements shall be consistent with the proposed maintenance plan submitted with the application.*
- 2. The existing tree must be removed and the new tree chosen must be approved by the Highland City Parks Superintendent and planted and watered according to guidelines that will reduce the risk that the tree will damage the City's trail. Branches must be trimmed so as not to interfere with passage along the trail.*
- 3. The existing tree can be traded from City Arbor Day Sale, if so chosen.*

*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 carried 5:0*

Mr. Baughman reviewed the encroachment agreement for Craig Roberts:

- Craig Roberts
  - Nature of Encroachment: Resident proposes approximately 1,600 square feet of sod.

- Resident Justification Narrative: "We would like to propose managing the piece of property owned by Highland City between Parcel 4 and the improved asphalt walking path as shown on Attachment #3 Vicinity Map. We intend to install sprinklers per Attachment #2 Improvement Plan that will cover this area of approximately 1600 square feet and either install sod or spread grass seed so this area will not be overrun with weeds but will instead be a well-maintained grassy area. At the very least, we will mow the area regularly, so the weeds don't grow so tall. The existing post fence marking the property line will be removed as it is unsightly, broken, and dangerous. We will not install any new fencing of any kind. No other improvements will be made to the area; just grass. We expect little to no grading to be required. If any, there will be a slight downhill grade from our primary property to the walking path. We use the walking path and retention basin behind our house often. This improvement will look much better and will make access from our property to the path and field easier."
- Staff Comments: Staff supports this MA as it beautifies a trail corridor without requiring city time and resources to maintain it. Other MAs along this same path have been approved by the Council. However, staff does not recommend allowing the removal of the City fence. It is part of a fence system that runs along most of the neighborhood and serves to mark the border of private and public land. To have a 100-foot gap in the fence for the length of their property would look strange. Staff inspected the fence and does agree it needs a minor repair which should be the responsibility of staff.

Council discussion of the Roberts application centered on this history of surplus actions taken for the property adjacent to the subject property, as well as any fencing adjustments that are appropriate for the site; Council Member Smith stated he feels the City should fix the existing fence along the property. Council Member Campbell stated that the applicant will need to take the fence down in order to grade the site before installing sod. This led to philosophical discussion and debate about whether the existing fence should be replaced by the applicant, if a different type of fence would be permissible, or if any fence is needed. City Administrator Wells indicated she feels a fence is needed in the area; the fence may be taken down temporarily, but the fence should be restored in the future to delineate between public and private property. The Council needs to provide direction about whether a different type of fence should be installed along this section of the property.

Mayor Ostler added he wants to stipulate that the property owner cannot use the trail easement to access the private property. Council Members Campbell and Bills agreed. Council Member Bills added she thinks the existing fence should be restored if it is taken down temporarily to complete the work.

#### *Roberts Application*

*Council Member Doug Cortney MOVED that the City Council approve an open space maintenance agreement with Craig Roberts, subject to the following stipulations:*

- 1. All improvements shall be consistent with the proposed maintenance plan submitted with the application, except for the request that the City's fence be removed.*
- 2. The city's fence may be temporarily removed while work is being done but must be replaced afterward, within 30 days of the fence coming down.*
- 3. No access for construction can cross the city's property on the back side of the resident's property.*

*Council Member Ron Campbell SECONDED the motion.*

Council Member Rodela asked if it is necessary to provide a timeframe for restoring the fence. Council Member Cortney suggested a 30-day time frame for restoring the fence once the grading and sod installation is complete. Council Member Smith stated that he does not believe 30 days is long enough and suggested 90 days instead.

*The City Council gave unanimous consent to amend the motion as follows:*

*The City Council approved an open space maintenance agreement with Craig Roberts, subject to the following stipulations:*

- 1. All improvements shall be consistent with the proposed maintenance plan submitted with the application,*
- 2. except for the request that the City's fence be removed.*
- 3. The city's fence may be temporarily removed while work is being done but must be replaced afterward, within 90 days of the fence coming down.*
- 4. No access for construction can cross the city's property on the back side of the resident's property.*

*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 carried 5:0*

**c. ACTION: Speed Limit Policy General City Management**

*Chris Trusty, City Engineer/Public Works Director*

The City Council will consider adopting a policy to determine appropriate speed limits for city streets.

City Engineer/Public Works Director Trusty explained the current city policy has a range for roadways based on their classification. The proposed policy takes those classification and assigns them speed limit ranges as outlined below:

- Local roads should always have a maximum speed limit of 25 miles per hour.
- Collector roads can fall under three separate categories.
  - A neighborhood collector has the same 56-foot road width as a local street, but typically is the main access into a subdivision that would experience higher traffic volumes as vehicles enter the subdivision from larger collector roadways. Speed limits for neighborhood collectors could be 25 to 30 mph.
  - Minor collector roadways are wider at 66 feet and would typically be between 30 and 35 mph.
  - Major collectors are 74 feet in width and would be between 35 and 40 mph.

The recommended policy would be to determine the proposed speed limit based on characteristics of the roadway. These would include road geometry, with curvilinear roads having lower speed limits than straighter roads. Also to be considered, would be the number of driveways, with roadways with a higher number of driveways having a lower speed limit. Thirdly, staff recommend using an unbiased data-driven report such as USLIMITS2 to help determine recommended speed limits, although this should not be the only criterion.

The Mayor and Council engaged in philosophical discussion with Mr. Trusty regarding traffic calming opportunities, such as lane widths coupled with speed limits. The group suggested the City adopt something that is more of a guideline than a policy, but something that provides consistent speed limits for roads throughout the City that have the same classification. Mr. Trusty stated that staff can follow the guidance to create a guideline document rather than a policy and this document will be an exhibit to the City's Traffic Calming Policy; staff will come back to the Council at the next meeting to provide recommendations for speed limits for specific road classifications.

Council Member Smith asked if staff has a recommended speed limit for Canal Boulevard. City Administrator

Wells stated that the draft guideline document identifies a speed limit of 35 miles per hour on the section of Canal Boulevard east of the Alpine Highway. Council Member Smith stated he thinks that is reasonable but will fight the change unless the City comes up with other traffic mitigation measures on the road, such as flashing speed limit signs and crosswalks. It is necessary to slow the traffic on the road or someone will be injured.

Mayor Ostler stated that the residents of Canal Boulevard have been waiting for actions and decisions regarding the speed limit and traffic calming on their road; it is important to get that issue addressed as soon as possible. Council Member Cortney stated that he would like the document to be a guideline document rather than a policy, and he would like to address the issue of frequent speed limit changes on a given street.

Ms. Wells stated that Administration is not asking the Council to make a decision regarding Canal Boulevard as part of this item; Canal Boulevard will be discussed in more detail later in tonight’s meeting. The current item is whether to adopt staff’s recommendations as a guideline document or policy document.

*Council Member Ron Campbell MOVED that City Council adopt the city Speed Limit Guideline for inclusion in the Traffic Calming Manual.*

*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 carried 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. ACTION: Hanover Sewer Repair Bid Award** *General City Management*  
*Chris Trusty, City Engineer/Public Works Director*

The City Council will consider awarding a bid to Baker Construction for the Hanover Way sewer repair.

City Engineer/Public Works Director Trusty explained earlier this year, City staff discovered a low spot in a sewer line on Hanover Way. The low spot prevents the sewer from being able to properly drain and can create issues that could eventually lead to system backups if not corrected. A 36-inch drainage culvert crosses the sewer line and appears to have leaked, which caused the trench to settle, which led to the low spot in the sewer line. To correct this, the 36-inch culvert will need to be removed and replaced along with the low spot in the sewer line. To prevent possible future issues, the sewer line will be placed in a 12-inch steel casing which would bridge any possible future settlement. The City sent plans to 7 contractors requesting bids. Only 2 contractors provided bids back to the city. They were Baker Construction for \$93,938.34 and Nolan Construction for \$125,261. Baker has done many projects for Highland City, and staff have always been pleased with their work. Typically, the city will add a 10 percent contingency to the bid award. Staff recommends awarding a bid to Baker Construction for the Hanover Way sewer repair in the amount of \$103,332.17, including a 10 percent contingency.

*Council Member Scott L. Smith MOVED that City Council award the bid to Baker Construction in an amount*

up to \$103,332.17 for the Hanover Way sewer repair.

Council Member Ron Campbell *SECONDED* the motion.

The vote was recorded as follows:

Council Member Brittney P. Bills	Yes
Council Member Ron Campbell	Yes
Council Member Doug Cortney	Yes
Council Member Kim Rodela	Yes
Council Member Scott L. Smith	Yes

The motion carried 5:0

## 6. DISCUSSION ITEMS

Items in this section are for discussion and direction to staff only. No final action will be taken.

### a. **Baseball Field Rental Costs and Policy Update** *General City Management*

*Jay Baughman, Assistant City Administrator/Community Development Director, Kim Rodela, Council Member*

The City Council will discuss the draft Baseball Field Rental Fee Structure and Use Policy document and give feedback and direction to staff.

Assistant City Administrator/Community Development Director Baughman stated he and Council Member Rodela have worked together on this issue; he noted on April 15, 2025, the Council discussed field use and reservation guidelines for City fields, specifically the new baseball field and batting cages at Highland Family Park. Specific direction given at that meeting included:

- Add batting cages as a rental option.
- Make fees competitive with what other cities charge.
- Remove the discount for non-profits because verifying their status takes staff time and slows down the reservation process.
- Simplify the reservation process by eliminating the resident and non-resident fee difference because this also takes time to verify under the current reservation system.

The City's current field use policy dates back to 2017. Since that policy was created, the City has added and expanded its number of fields and field use and types. The attached draft policy is a beginning draft specifically for baseball fields that staff are looking for feedback. We are still intending to review the draft, considering our current field rental policy and ordinance, and planned adjustments to grass field rentals. We are also intending to solicit feedback from our typical field rental groups before bringing this topic back to Council for final approval. Overview of the Draft Baseball Rental Policy:

- Teams can reserve fields for games starting in January, well in advance of the upcoming season, which will give staff time to perform needed verifications without slowing down the overall reservation process.
- The general public may reserve fields for any use starting in February. Without the need to verify resident status, reservations can be made and approved online immediately.
- Resident and non-resident fees have been equalized. When two teams want to reserve the same time slot, the slot will be given to the team with the greater number of Highland residents playing on the team (with proper documentation).
- In-kind services, such as field repair and maintenance, with prior agreement from the City Parks Division, can be provided in lieu of monetary payments.
- Field use regulations are in place to keep noise, litter, and other nuisances to a minimum. They are also intended to extend the life of our facilities for as long as practicable by discouraging unnecessary wear

and tear.

Items to consider include:

- The City's current field policy requires an organized group, including teams or leagues, to provide a \$3 million liability insurance policy listing Highland City as an additional insured. Because this draft policy requires teams to schedule practices instead of leagues, it may be prudent to only require insurance for game rentals as leagues are the only ones likely to have insurance.
- Some cities charge cancellation fees. Draper's is \$10. Currently, we refund 100% if cancellations are made more than five days prior to the event but do not charge a fee for the administrative expense of canceling reservations.
- Teams may receive a discount on fees based on the percentage of players on the team who are Highland Residents; the amount owed will be prorated based on the percentage of the team that are Highland residents. For example, if a team has 50% Highland residents, half of their scheduled games will be free, and they will be required to pay for the remaining games. This would prevent some teams from being priced out of our fields but would create a more complicated reservation system and process.

Council Member Rodela and Mr. Baughman facilitated discussion among the Council regarding the appropriate rental policy language and reservation fees for the baseball field; Council Member Campbell referenced Ms. Rice's comments during the public comment period of tonight's meeting and asked if her concerns are valid relative to having just one field to rent. Council Member Rodela stated that most tournaments will require multiple fields as Ms. Rice expressed, but several different leagues often need access to just one additional field, and this policy will help to accomplish that.

Continued discussion among the group centered on maintenance responsibilities for the field; timing of the completion of the construction of the field; appropriate deposit and rental rates; offering team discounts; and making the batting cages part of a given rental. Mr. Baughman stated he feels Administration has sufficient direction and feedback to finalize the proposed policy and bring it back to the Council for consideration or continued discussion at a future meeting.

## 7. COMMUNICATION ITEMS

Communication items are informational only. No final action will be taken.

- Traffic Calming Recommendations - Canal Boulevard** *Chris Trusty, City Engineer/Public Works Director*

City Engineer/Public Works Director Trusty used the aid of a PowerPoint presentation to discuss traffic calming recommendations for Canal Boulevard. The road is currently designated as a 30 mile per hour roadway, and he compared Canal Boulevard with other east/west collector streets in the City. He presented speed limits, average speeds, daily trip data, accidents, and population for three sections of Canal Boulevard as well as 10400 North and 9600 North and engaged in high level discussion with the Council regarding the crash data and the common causes of vehicle accidents on Canal Boulevard. He then presented the traffic calming options for Canal Boulevard and noted that staff are fully aware that any one traffic calming measure may not be sufficient and it will be necessary to use multiple tools in this case. Based on scoring criteria used to determine the ranking of the road in terms of urgency, Canal Boulevard received a total score of 70 points and the City's traffic calming policy suggests passive measures should be considered. This includes the following options:

- Passive Measures
  - Radar speed sign
  - Pavement speed limit marking
  - Optical speed bars
  - Additional speed limit signs
  - Striping narrower lanes

- Landscaping
- Crosswalks
- Enforcement
- Education

Wall Consulting Group (WCG) has offered the following recommendations:

Canal Blvd Section	Recommendations
Canal Blvd West (6800 W-6000 W)	<ul style="list-style-type: none"> <li>• Landscaped median (active) ~ \$1,000,000+</li> <li>• RRFP at Mitchell Hollow Trail</li> <li>• Buffered Bike Lanes (passive)</li> <li>• Possibly Traffic Circles (active)</li> </ul>
Canal Blvd Mid (6000 W-Alpine Hwy)	<ul style="list-style-type: none"> <li>• Optical speed bars (passive)</li> <li>• Bulb outs/ Curb extensions (Active) + 6180 West + Windsor Meadows Trail Crossing</li> <li>• Buffered Bike Lanes (passive)</li> </ul>
Canal Blvd East (Alpine Hwy-4800 W)	<ul style="list-style-type: none"> <li>• Narrower lanes (completed)</li> <li>• Two-way left turn lane 12' intersections (completed)</li> <li>• Additional RRFB at Featherstone</li> <li>• Radar Speed Limit Signs (passive)</li> </ul>

Mr. Trusty also presented information about traffic calming striping and provided images of sections along Canal Boulevard where optical speed bars could be painted to help slow speeds. He also presented images of the points at which RRFB signs could be added at the Mitchell Hollow trail crossing and temporary traffic circles. The total cost of RRFB signs, optical speed bars, radar speed limits signs, buffered bike lanes, temporary traffic circles, and bulb outs would be \$61,000; the City has budgeted \$100,000 for traffic calming this year. The Mayor and Council debated the traffic calming recommendations for Canal Boulevard and considered temporary measures initially, with plans for permanent measures in the future. They provided input regarding the traffic calming items they are supportive of at this time, after which Council Member Cortney stated that he would like to hear from the resident from the neighborhood who is present this evening.

Barb Lamb stated she has one driveway onto Canal Boulevard, and she knows of eight accidents that have gone into yards along the road; cars park along the trail street all the time and there should be a bulb-out at the point at which the trail crosses Canal Boulevard. She feels that is the first thing that should be done, even before striping the road. She invited the Council to visit her yard at any time.

Mr. Trusty stated that his price for a bulb-out was for a full intersection, but placing a bulb out at the trail crossing would be substantially less than the \$30,000 quote included in his presentation. Council Member Cortney stated that the bulb out was not a top priority for him because he would prefer a 'z-crossing' with a median at the trail crossing.

John Redman stated that there has been no mention of noise on the road; reducing speed will also reduce noise. He stated he does not feel the 85<sup>th</sup> percentile rule should apply to residential areas. He added road widths are artificial; he referenced 700 North in American Fork and stated it massive but there is a huge striped area between the lanes. The rules on that road are enforced and he feels that is something that is missing in Highland; there is a speed epidemic in Highland City. He has set his cruise control to 25 miles per hour on Canal Boulevard, and he is constantly passed on all sides. People do not stop at stop signs or crosswalks, and he cited a specific crash recently that was caused by excessive speeds and failure to observe a stop sign. It is only a matter of time before



someone is killed due to these conditions. He stated the City worked on the traffic calming exercise for two years and it has been over nine months since the first official speed calming request was filed for the west section of Canal Boulevard and the only thing that has been done is to paint a crosswalk on the road that is not even hashed.

Police Chief Gwilliam referenced the accident spoken of by Mr. Redman and stated that video evidence of the accident showed the driver was travelling at a speed of between 35 and 37 miles per hour; the speed limit on the road is 35.

Mayor Ostler stated he feels staff have sufficient direction to proceed with some traffic calming on Canal Boulevard; he summarized the direction from the Council in order of priority as follows:

- Four rapid flashing beacon lights
- Optical speed bars
- Two radar speed limit signs
- Bulb-out at trail crossing – Council Member Cortney reiterated his personal preference would be for a z-crossing, which would limit the size of the lanes because a median would be installed at the crosswalk. However, he can support the bulb out if the rest of the Council prefers that option.

City Administrator Wells stated staff will move forward with those items now and will bring back a recommendation to the Council at the next meeting regarding an adjustment to the speed limit on east Canal Boulevard. Council Member Smith stated he will not vote to support changing the speed limit until the flashing speed limit signs are installed.

Council Member Cortney concluded he feels staff should make decisions on what is most appropriate in terms of traffic calming after the Council has provided direction about what they feel is appropriate.

#### **b. E-bike Ordinance Updates *Brian Gwilliam, Police Chief***

Chief Gwilliam stated the Council heard earlier in tonight's meeting a story of a scary incident involving an e-bike; he stated there have been many different instances throughout the City and officers have tried to take enforcement action, but kids operating the bikes evade police. Young kids do not know traffic laws, but they are operating motorized vehicles on streets. Education is important, but parents are ultimately responsible. The Mayor and Council discussed options for communicating the seriousness of the issue with the public and also discussed imposing fines and fees for violation of the laws regulating e-bikes.

Mayor Ostler allowed Vanessa Moody to provide additional input. Ms. Moody stated that the mother of the five-year old who was driving the motorized bike was not aware that the bike was illegal; she told the officer that she had instructed her son to stay on the sidewalk, and the officer informed her that they are not allowed on the sidewalk. She stated she is not opposed to bikers and would be an advocate for education, but she is in a very difficult spot with her neighborhood.

Mayor Ostler asked Chief Gwilliam to prepare educational materials that can be published on the City's website and through the newsletter. The Council also discussed the option of placing an advertisement poster at the library.

Council Member Rodela stated that her children have a Jetson e-bike and they ride them to sports practices; she was not aware they are illegal on the sidewalk. Chief Gwilliam stated that class of e-bike is legal. The motor assisted bike has different rules, but most importantly it should not be operated by a five-year-old. Council Member Rodela agreed and stated that the minimum age is eight.

Council Members Campbell and Smith asked if the City could increase fines to be imposed on parents who allow their children to operate illegal vehicles. City Attorney Patterson stated that the State sets such penalties, and the

City cannot increase them beyond what the State allows. Chief Gwilliam stated that the violation is an infraction, and the State has determined fines for such a violation.

**c. Watering and Maintenance of City Property** *Scott Smith, Council Member, Chris Trusty, City Engineer/Public Works Director*

Council Member Smith stated he was in Alpine six days ago and drove by Burgess Park, which was watered and green. Several streets throughout Alpine are also beautiful and green. He drove into Highland on the Alpine Highway and grass, and park areas are burned up again. No one is using the space as a result. He is typically an advocate for City staff, but the City currently looks awful and something must be done. The Highland Fling will be held at a site that is currently in the worst condition, and he does not want people playing on burnt grass. Trees are dying and this is unacceptable. Highland is supposed to be one of the wealthiest cities in Utah per capita, but it looks bad. When things like this happen, the residents develop incorrect narratives, and he wants to prevent that from happening.

Mayor Ostler invited Josh Castleberry, Parks Superintendent, to provide input about the situation. He discussed higher than normal temperatures throughout the month of June, watering schedules, limited pressures to sufficiently water the City properties, and filter problems in the infrastructure.

The Mayor and Council discussed options for addressing the situation; they discussed staffing levels of the department overseeing irrigation at City properties, deviating from the set watering schedule, using green dye on brown grass, and improving the condition of the park where the Highland Fling will be held.

Council Member Smith suggested Mr. Castleberry reach out to other cities to see how they are keeping their grass green during similar conditions.

A majority of the Council concluded they would like to know that other cities are doing; having nice-looking, well-maintained parks is very important to them and would prefer to water more to make that happen. Council Member Campbell stated he has concerns about watering City property more than residents are allowed to water their personal landscaping, but he feels the City's park spaces are a representation of the City and he would be willing to consider increasing the water schedule for City parks to improve their appearance.

Mr. Castleberry stated that given the current staffing level of his Department, as well as increased turnover, he is largely reactive rather than proactive relative to parks maintenance. He indicated a willingness to hear any feedback the Council has about the condition of City property.

**d. Annual Resident Survey** *Jay Baughman, Assistant City Administrator/Community Development Director*

Assistant City Administrator/Community Development Director Baughman stated City Administration has started preparing questions for the annual resident survey; he encouraged the Mayor and Council to be thinking of the matter and send any questions they have to him for consideration.

**e. Community Development Update ([Current Projects List](#))** *Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*

City Attorney/Planning & Zoning Administrator Patterson reported on the current projects list, as well as the timing of PO zone text amendments coming before the City Council for consideration and action. He also noted a fencing issue has come up along a trail corridor; per code, fencing along trail must be open at the top two feet. A fence that has been installed without a permit is technically illegal; he could issue a fence permit with a condition

stating that the fence is allowed because there is no trail facility currently in the location, but if a trail is installed, the fence will need to meet openness standards going forward. He could impose that same requirement for other fences in the same situation.

Council Member Campbell stated he wants to be consistent in applying land use codes to all properties in the City. Council Member Rodela stated she wants to have more discussion about the matter in a future meeting given the late hour of tonight’s meeting.

Mayor Ostler reviewed the schedule of upcoming City meetings.

**8. CLOSED MEETING**

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

*At 10:45 pm Council Member Brittney P. Bills MOVED that the City Council recess the regular meeting to convene in a closed meeting in the Executive Conference Room to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205. Council Member Scott L. Smith SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member 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 carried 5:0*

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


*The CLOSED MEETING adjourned at 12:10 am.*

**ADJOURNMENT**

*Council Member Kim Rodela 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 12:12 am.*

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 July 1, 2025. This document constitutes the official minutes for the Highland City Council Meeting.

  
Stephannie Cottle, CMC, UCC  
City Recorder

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MAG

Who gets funding?

The CDBG program provides funding to a variety of entities, including:

- Entitlement cities: Cities with populations of at least 50,000.
- Urban counties with populations of at least 200,000.

Smaller cities in Utah County that don't get their own CDBG funds can choose to "opt in" and participate through the County's program. By opting in, you are eligible to apply for CDBG funding for local projects that benefit your residents.

7

MAG

CDBG NATIONAL OBJECTIVES

LOW AND MODERATE INCOME BENEFIT

PREVENT OR ELIMINATE SLUMS OR BLIGHT

URGENT NEED

MAG

8



Presumed Categories

Project Ideas:

- Abused Children
- Elderly Persons
- Battered Spouses
- Homeless Persons
- Disabled Adults
- illiterate Adults
- Persons living with AIDS
- Migrant Farm Workers

- Improving accessibility in public facilities
- ADA ramps throughout city sidewalks
- Programs and services for any of the categories on the left.

MAG

9



Utah County Participation

Participation in the Utah County CDBG program is renewed every three years for cities and towns.

Cities can opt in and partner with the County to access funding for important community projects

Eligible projects include sidewalks, ADA ramps, waterlines, curb and gutter improvements, senior centers and services, clearance and demolition, and more.

Participation makes you ELIGIBLE to apply for funds. It does not REQUIRE you to apply for funds.

MAG

10



Current Participants:

- American Fork
- Alpine
- Cedar Fort
- Cedar Hills
- Elk Ridge
- Genola
- Goshen
- Highland
- Lindon
- Mapleton
- Payson
- Pleasant Grove
- Salem
- Santaquin
- Saratoga Springs
- Spanish Fork
- Springville
- Vineyard

MAG

11

CDBG Participation Steps

1

Resolution from Council

July 15, 2025

2

Sign into an agreement with Utah County

By July 15, 2025

3


Participation begins July of 2026

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12

Questions

?



13

CONSENT ITEMS (5 minutes)

3a. Action: Polyfluoroalkyl Substances (PFAS) Litigation  
Legal Service Agreement *General City Management*

3b. Action: Utah County Sheriff's Office Evidence  
Memorandum of Understanding  
*General City Management*

14

Motion to Approve

I move that the City Council approve consent item 2a, Polyfluoroalkyl Substances (PFAS) Litigation Service Agreement, and 2b, Utah County Sheriff's Office Evidence Memorandum of Understanding.

15



TEXT AMENDMENT EXPIRATION OF  
APPROVALS AND APPLICATIONS

*General City Management*

Item 4a - Public Hearing/Ordinance

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

16

Background

- Staff has had a few issues with applications or approvals that remain pending for long periods
  - PO Zone text amendment, began 2023, finished 2025
  - Highland Grove Plaza Site Plan, approved 2022
  - Several pending plat amendments that are incomplete
  - Fence permits that were issued 2-3 years ago but not built, and code has changed since then

17

State Law

- Utah Code 10-9a-509(1)(f):“The continuing validity of an approval of a land use application is conditioned upon the applicant proceeding after approval to implement the approval with reasonable diligence.”

18

Current Code

- Building permits – per building code and state law
  - Permits must be reviewed and approved/denied within a short period of time (14-17 days)
  - Permits that remain inactive for 180 days lapse
- Subdivision – city code
  - Minor subdivisions – 180 days to record
  - Preliminary plat – 1 year to final plat, or 5 years for phased developments if one phase is submitted within 1 year
  - Final plat – 1 year to record
- Conditional use permits
  - 1 year for construction activity to begin

19

Proposed Amendments

- Incomplete applications – 14 days after request
- Complete application (prior to approval) – 180 days of inactivity
- Approvals/permits– 1 year to begin construction, but will lapse if there is 1 year of inactivity

20

Proposed Amendments

- Extensions are available so long as the applicant is attempting to move forward, the application still complies with city code (no new code/standards), there are no changes to the application, and no newly discovered sensitive lands
  - “An extension shall not be granted” vs “An extension may not be granted”
- Extension LUA is same as permit LUA
- Zoning administrator decides approval/application is expired

21

Practical Effects

- Will send notice to all current pending applications and approvals (other than fence permits) of new deadlines and start the clock from the time the council approves code
- Gives all applicants notice and additional time to build or seek extension

22

Planning Commission Review

- Planning Commission held public hearing June 24
- No comments received before, during, or after
- Planning Commission unanimously voted to recommend adoption of the amendments
- Although not addressed during the Commission meeting, staff believes that it would be good to change the standard for denying an extension to be discretionary, rather than automatic.

23

Motion to Approve

I move that City Council ADOPT the ordinance amending the development code to establish general land use application and approval expiration procedures, changing section 4(b) from “shall not” to “may not”

24





## OPEN SPACE MAINTENANCE AGREEMENTS

### General City Management


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

25

## Carter Application

Nature of Encroachment:

- Sod
- Trees
- Small amount of curbing and bed



26

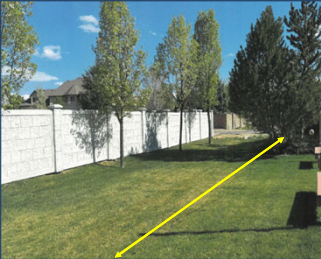
## Carter Application

"When we purchased the home, all hardscape, grass, and most of the landscaping was already in place. To enhance the view from the back of the home, we planted **seven trees** across the back of the property to block the view of the open field with weeds. That field was recently sold to a developer who has built a solid wall fence behind said trees. These trees do not obstruct, interfere with or encroach on the property's unique characteristics, utilities or encumbrances. There are **no physical structures on the City-owned space**. There is **nothing blocking passage across the City-owned space**. All sprinklers are within our property lines. The amount of City-owned space that has grass and seven trees at the rear of our yard totals approximately 2070 square feet. We water that area with our existing sprinklers. It appears that there are two spots of cement curbing (approximately two feet wide) at the rear of one side of the yard that extends 24" into the City-owned space. (See attached aerial photo with circled image.) This curbing does not "fence" off any space from other users. Regarding the City-owned space at the rear of our yard: We propose that the City let's us leave that curbing intact until such time that the City improves or changes it's open space. We propose that the City let's us leave the improvement of grass and trees that are planted in the City-owned space. We propose that we will continue to water and mow the grass and prune the trees that are in that space. We propose that we will continue to leave that space open and available to access and we will not put any structures (permanent or otherwise) in that space. No other improvements to the property are planned or requested."

27

## Carter Application

Looking south



28

## Carter Application

Looking North



29

## Motion to Approve – Carter

I move that the City Council approve an open space maintenance agreement with Coleen Carter, subject to the following stipulation:

1. All improvements shall be consistent with the proposed maintenance plan submitted with the application.

30




Carter Application

Nature of Encroachment:

• Sod

• Trees



31


Ahmu Application

"I'm writing to formally request a maintenance agreement for the strip of city-owned property that runs along the back of my home. Over time, we have voluntarily improved this area by planting and maintaining grass at our own expense. There are **no sprinklers, structures, or additional landscaping**—just simple upkeep to enhance the appearance and prevent it from becoming overgrown or neglected. This arrangement benefits both the city and our neighborhood. By maintaining the property ourselves, **the city does not need to allocate time, labor, or resources to this area**. We are committed to continuing this responsibility and would appreciate formal approval through a maintenance agreement."

32

Ahmu Application

Looking north



33

Motion to Approve – Ahmu

I move that the City Council approve an open space maintenance agreement with Loralee Ahmu, subject to the following stipulation:

1. All improvements shall be consistent with the proposed maintenance plan submitted with the application.


34

Carter Application

Nature of Encroachment:

• Sod

• Tree



35

Anders Application

"I would like to plant a tree in the southwest corner of my lot on the opposite of my fence which would be on the Highland city's land bordering the Highland trails, as can be seen by the red mark on the attached map. There are a couple reasons I am requesting this:

We have had a problem with **goatheads** growing in the area and have been spending our own money every year to have this area sprayed to keep them in check. They have been a problem (as I'm sure you know) getting into our children's feet, harming our neighbors dogs paws and popping countless bike tires.


As a runner, I love running in the Canterbury neighborhood across the street from where I live because a large portion of the **trails are shaded** and in summer this allows for much relief from the heat of the sun. However, in my neighborhood most of the trails are fully exposed to the sun and offer little shade.

If we were allowed to plant a tree and some grass in this area, it would be easier to keep the goatheads from coming back as the tree would allow for shade to help the grass grow and would give more shade along the path which could be enjoyed by the many residents of our neighborhood. I understand that there is some concern with planting a tree along the path that cause damage to the path due to the root system. I have been told that there are certain types of trees that are better for this area than others and would be willing to plant one of those trees. Also with proper watering it would be less likely for the root system to grown as shallow and I would be willing to ensure that proper long term watering for said tree would be provided for."

36

Anders Application

Looking east



37

Motion to Approve – Anders

- I move that the City Council approve an open space maintenance agreement with Barbara Anders, subject to the following stipulations:
- 1. All improvements shall be consistent with the proposed maintenance plan submitted with the application.
- 2. The existing tree must be removed and the new tree chosen must be approved by the Highland City Parks Superintendent and planted and watered according to guidelines that will reduce the risk that the tree will damage the City's trail. Branches must be trimmed so as not to interfere with passage along the trail.

38

Roberts Application

"We would like to propose managing the piece of property owned by Highland City between Parcel 4 and the improved **asphalt walking path** as shown on Attachment #3 Vicinity Map. We intend to install sprinklers per Attachment #2 Improvement Plan that will cover th is area of approximately 1600 square feet and either install sod or spread grass seed so this area will not be over-run with weeds, but will instead **be a well maintained grassy area**. At the very least, we will mow the area regularly so the weeds don't grow so tall. The existing post fence marking the property line will be removed as it is unsightly, broken, and dangerous. We will not install any new fencing of any kind. No other improvements will be made to the area; **just grass**. We expect little to no grading to be required. If any, there will be a slight downhill grade from our primary property to the walking path. We use the walking path and retention basin behind our house often. This improvement will look much better and will make access from our property to the path and field easier."

39

Roberts Application



40

Roberts Application



41

Motion to Approve – Roberts

I move that the City Council approve an open space maintenance agreement with Craig Roberts, subject to the following stipulation:

1. All improvements shall be consistent with the proposed maintenance plan submitted with the application, except for the request that the City's fence be removed.

42



## SPEED LIMIT POLICY

*General City Management*

Item 4c – Action  
Presented by – Chris Trusty, City Engineer/Public Works Director

43

## Background

- Local roads should always have a max speed limit of 25 mph
- Collector roads fall under three categories
  - Neighborhood- 25-30 MPH
  - Minor- 30-35 MPH
  - Major- 35-40 MPH
- Intent is to set policy/ guideline to help establish speed limits based on a list of tangible criteria

44

## Speed Limits Policy

**SPEED LIMIT POLICY**  
-Speed limits are set based on an evaluation of the road width, traffic counts, road geometry, number of driveways and USLIMITS2 evaluation  
-Table below provides baseline data to assist in that determination  
-Traffic calming to be used to combat excessive speeding and traffic accidents

	Local Roads	Neighborhood Collector	Minor Collector	Major Collector
Approximate Traffic Count	<1,000	1,000-2,000	2,000-10,000	>10,000
Standard Road Width	50	56	66	74
Ideal Location for Schools & Parks	Neighborhood Parks	Neighborhood Parks	Yes	No
Allowable Road Geometry	Curvilinear	Curvilinear	Straight	Straight
Preferred Driveway Access	Yes	Yes	No	No
Statutory Speed Limit	25	25-30	30-35	35-40

- More guideline than a policy?
- Set standards for curvature/ mile?
- Standards # driveways/ mile

45

## Speed Limits Recommendations

	Current Speed Limit	USLIMITS2 Recommended Speed Limit	Staff Recommended Speed Limit	Notes/ Comments
11800 North*	35	35	35	Limited access/ wide road
11200 North*	25	35	25	Narrow Road
10400 North	35	35	35	Install traffic calming
Canal Blvd East	30	35	35	High traffic count
Canal Blvd Mid	30	30	30	Limited access; wide
Canal Blvd West	30	30	30	Limited access; wide; curvy
9600 North	25	30	25	Narrow road/ high access

\* Crash data not included in USLIMITS2 evaluation for these streets

46

## Motion to Approve

I move that City Council adopt the city Speed Limit Policy for inclusion in the Traffic Calming Manual.

47



## HANOVER SEWER REPAIR BID AWARD

*General City Management*

Item 5a – Expedited  
Presented by – Chris Trusty, City Engineer/Public Works Director

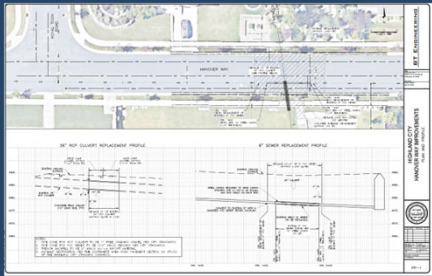
48

### Background

- Recently, city staff became aware of a sewer line on Hanover Way with a “belly” or low spot in the line
- After investigating, it appears that this is the result of infiltration from a 36-inch culvert built to convey water in the existing seasonal wash.
- To rectify, approximately 42 feet of sewer line and another 24 feet of 36-inch concrete culvert will need to be removed and replaced.
- Cost with 10% contingency is \$102,792.80

49

### Hannover Way Sewer Repair



50

### Hanover Way Sewer Cost Breakdown

Highland City - Hanover Way Improvements Bid Tabulation Prepared: 3/28/2025									
Item #	ITEM PRICE SCHEDULE - NAME AND DESCRIPTION	Unit	Quantity	Unit Price	Amount	Subtotal Construction		Subtotal	
						Unit Price	Amount	Unit Price	Amount
	<b>SCHEDULE A</b>								
	Relocation	L.S.	1			\$4,000.00	\$ 4,000.00	\$10,000.00	\$ 10,000.00
	Traffic Control	L.S.	1			\$2,200.00	\$ 2,200.00	\$7,500.00	\$ 7,500.00
	Material Testing	L.S.	1			\$2,000.00	\$ 2,000.00	\$4,000.00	\$ 4,000.00
	Remove and Replace 36" PVC Sewer	L.F.	42			\$1,015.36	\$ 42,655.12	\$900.00	\$ 37,800.00
	12" Steel Casing for Sewer Installation	L.F.	24			\$200.00	\$ 4,800.00	\$500.00	\$ 12,000.00
	Remove and Replace 36" RCP Culvert	L.F.	24			\$245.35	\$ 5,888.40	\$1,100.00	\$ 26,400.00
	36" Steel Casing Installation	SF	1440			\$14.20	\$ 20,448.00	\$60.00	\$ 86,400.00
	Back & Grade Restoration	L.F.	20			\$100.00	\$ 2,000.00	\$110.00	\$ 2,200.00
	Concrete Stormwater Retention	SF	140			\$17.57	\$ 2,460.00	\$32.00	\$ 4,480.00
	<b>SCHEDULE A TOTAL</b>						\$ 88,808.54		\$ 127,880.00
	<b>SCHEDULE B</b>								
	AC 1 - Subgrade Reinforcing 36" RCP	L.F.	24			\$100.00	\$ 2,400.00	\$60.00	\$ 1,440.00
	<b>SCHEDULE B TOTAL</b>						\$ 2,400.00		\$ 1,440.00
	<b>TOTAL</b>						\$ 91,208.54		\$ 129,320.00

51

### Motion to Approve

I move that City Council award the bid to Baker Construction in an amount up to \$103,332.17 for the Hanover Way sewer repair.

52



## BASEBALL FIELD RENTAL COSTS AND POLICY UPDATE

General City Management

Item 6a - Discussion  
Presented by - Jay Baughman, Assistant City Administrator/Community Development Director  
Kim Rodela, Council Member

53

### Overview

- Teams can reserve fields for games starting in January.
  - staff time to perform needed verifications
- The general public may reserve fields starting in February.
- Resident and non-resident fees have been equalized.
  - Priority scheduling goes to team with more Highland resident players
- In-kind services, such as field repair and maintenance, in lieu of monetary payments.
- Field use regulations are in place to keep noise, litter, and other nuisances to a minimum and extend the life of our facilities.

54

Items to Consider

- Liability Insurance requirement
- Cancellation Fees
- Team discount based on the % of players are Highland Residents

55



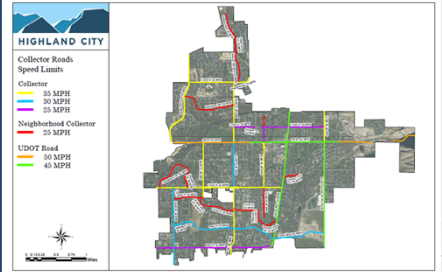
TRAFFIC CALMING  
RECOMMENDATIONS - CANAL BLVD

Item 7a - Communication  
Presented by - Chris Trusty, City Engineer/Public Works Director

56

Speed Limit Map

Canal Blvd is currently designated as a 30 MPH roadway



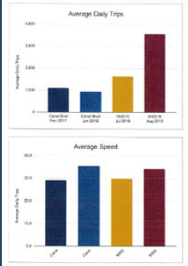
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East West Collectors Comparison

	10400 North	Canal Blvd West	Canal Blvd Mid	Canal Blvd East	9600 North
Speed Limit	35 MPH	30 MPH	30 MPH	30 MPH	25 MPH
Average Speed	36.2 MPH (1.2 over)	30.5 MPH (0.5 over)	34.25 MPH (4.25 over)	36.0 MPH (6 over)	31.2 MPH (6.2 over)
85 <sup>th</sup> % speed	40.0 MPH (14% over)	35.5 MPH (18% over)	38.0 MPH (27% over)	39.75 MPH (30% over)	36.0 MPH (44% over)
% trips > 10 mph over	3.0%	3.6%	8.3%	20%	20%
# daily trips	4,161	1,154	2,717	10,175	1,771
# accidents	47	5	10	46	10
# accidents/1,000 trips	11.3	4.3	3.7	4.5	5.6
# residential accesses*	31	11.5	0	0	80
length	2.3 miles	1 mile	0.72 miles	0.85 miles	2.3 miles
# accidents/ mile	20.4	5.0	13.9	54.1	4.3

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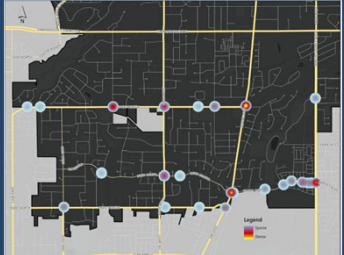
Canal Blvd Historic Data



- 2017
  - Traffic Count - 1100 ADT
  - Ave Speed < 30 mph
- 2019
  - Traffic Count - 900 ADT
  - Ave Speed - 35 mph
- 2025 (Mid section)
  - Traffic Count - 2700 ADT (1100 west)
  - Ave Speed - 34 mph (36 mph west)

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Area Accidents Heat Map



- Most accidents have occurred at intersections
- Most accidents on east Canal Blvd occurred prior to concrete median curb
- USLIMITS2 software generally suggests looking to solve accident rates through traffic calming measures instead of changing speed limits
- Most accidents are not speed related
  - Failure to yield
  - Failure to stop
  - Following to close

60

### Traffic calming rule of thumb



- 85<sup>th</sup> percentile speeds can be used to determine if traffic calming is needed and to what extent
- > 5-10 over set speed limits, **passive** traffic calming implementation should be considered
- >10+ mph over more **active** traffic calming solutions should be considered

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### Canal Blvd Traffic Calming- Ranking

**GREEN-  
LOW URGENCY**  
Projects scoring under 40 points

Traffic Calming not required, passive measures may be installed.

**YELLOW-  
MEDIUM URGENCY**  
Projects scoring between 40 and 79 points

Passive measures recommended at this location. Temporary measures may be installed.

**RED-HIGH URGENCY**  
Projects scoring 80 or more points

Both passive and temporary measures recommended at this location. Temporary measures should eventually be replaced with permanent active measures.

Canal Blvd total score: 70 points  
= Passive measures should be considered

62

### Traffic Calming Implementation



LED Stop Signs



Rapid Flashing Beacon



Narrower lanes



Radar Speed Limit Signs

63

### Highland City Traffic Calming Handbook

- Passive Measures
  - Radar speed sign
  - Pavement speed limit marking
  - Optical speed bars
  - Additional speed limit signs
  - Striping narrower lanes
  - Landscaping
  - Crosswalks
  - Enforcement
  - Education
- Active Measures
  - Roadway design
  - Curb bulb-outs
  - Medians
  - Road diet
  - Raised crosswalk
  - Roundabouts/ traffic circles
  - Neckdowns
  - On-street parking
  - Raised intersection
  - Chicanes
  - Speed cushions
  - Speed tables

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### Highland City Traffic Calming Handbook

- Pedestrian and Bicycle Safety
  - Rectangular rapid-flashing beacon (RRFB)
  - Crosswalk markings (striping)
  - Yield to pedestrian crossing sign
  - In-street pedestrian crossing sign
  - Curb extension
  - Pedestrian refugee island
  - Road diet
  - Pedestrian hybrid beacon (PHB) aka HAWK signal

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### Canal Blvd WCG Recommendations

Canal Blvd Section	Recommendations
Canal Blvd West (6800 W-6000 W)	<ul style="list-style-type: none"><li>Landscaped median (active)</li><li>~ \$1,000,000+</li><li>RRFB at Mitchell Hollow Trail</li><li>Buffered Bike Lanes (passive)</li><li>Possibly Traffic Circles (active)</li></ul>
Canal Blvd Mid (6000 W-Alpine Hwy)	<ul style="list-style-type: none"><li>Optical speed bars (passive)</li><li>Bulb outs/ Curb extensions (Active)</li><li>+ 6180 West</li><li>Windsor Meadows Trail Crossing</li><li>Buffered Bike Lanes (passive)</li></ul>
Canal Blvd East (Alpine Hwy-4800 W)	<ul style="list-style-type: none"><li>Narrower lanes (completed)</li><li>Two-way left turn lane 12' @ intersections (completed)</li><li>Additional RRFB at Featherstone</li><li>Radar Speed Limit Signs (passive)</li></ul>

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Canal Blvd Traffic Calming- Striping



Buffered Bike Lane

- Narrower drive lanes
- Safer for cyclists
- Between 5650 W and Mitchell Hollow trail

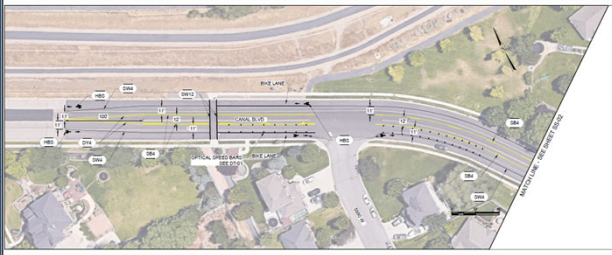


Optical Speed Bars

- Relatively low cost
- Use at curves in road

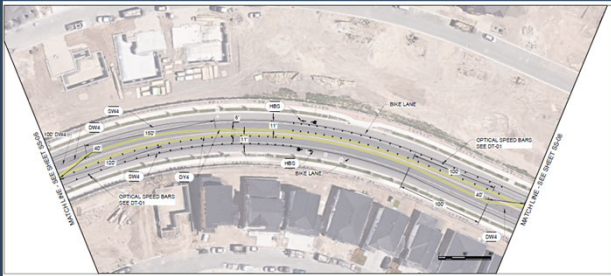
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Canal Blvd- Optical Speed Bars



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Canal Blvd- Optical Speed Bars



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Mitchell Hollow Trail



- As part of the Mitchell Hollow Trail project a RRFB (Rectangular Rapid Flashing Beacon) sign could be added at trail crossing

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Canal Blvd -Temporary Traffic Circle

- Forces traffic to slow down by forcing change in direction of travel
- Locate at 6180 West and 6630 West
- Approximate cost \$10k/ intersection



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Canal Blvd Traffic Calming Costs


Treatment	Number	Cost per	Total Cost
Rapid Flashing Beacon	4	\$3,800 (already ordered)	\$0
Optical Speed Bars	1	Paint already purchased	\$0
Radar Speed Limit Signs	2	\$3,000	\$6,000
Buffered Bike Lane	1	\$5,000	\$5,000
Temporary Traffic Circles	2	\$10,000	\$20,000
Bulb Outs	2	\$15,000	\$30,000
TOTAL			\$61,000 (\$100k budget)

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Canal Blvd Traffic Calming-6000 West

- Install “Cross Traffic Does Not Stop” signs
- Add LED Stop Signs
- Four Way Stop
  - Relatively inexpensive
  - TCM states stop signs should not be used for speed reduction
- Roundabout
  - Most expensive (\$1M+/-)
  - Would want to add to IFFP

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E-BIKE ORDINANCE UPDATES

Item 7b – Communication

Presented by – Brian Gwilliam, Police Chief

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WATERING AND MAINTENANCE OF CITY PROPERTY

Item 7c – Communication

Presented by – Scott L. Smith, Council Member

Chris Trusty, City Engineer/Public Works Director

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Park Statistics

- 178 acres of grass in city
- Maintain 44 acres of sprinklers per day
  - Two teams: 1 full time employee and 1 seasonal
- Over 100 controllers

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City Wide Challenges We’re Experiencing

- Earlier than usual hot temperatures
- Beginning of March snowpack was at 90% but no significant precipitation through March and April has the river at approximately 65% of capacity this year
- Because of the weir project, we used Murdoch water to load the PI system
- Murdoch water tends to be dirtier than high flow river water which led to filter issues

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City Wide Challenges We’re Experiencing

- Also had to take some Murdoch water in early May because we couldn’t keep up with demand
- Now also need to take Murdoch water to meet system demand
- Loss of institutional knowledge
- Late on fertilizer due to parks building construction/impending move
- Takes time to train seasonal employees
- Realities of Kentucky Blue Grass
  - Dormant during the summer

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How We're Responding

- Switching to taller heads (as we fix) for better coverage
- Switching to pressure regulating heads (as we fix) to be more efficient
- Switching to smart clocks on parks (as we fix)
  - Fund analysis – not grant eligible; but may have funds left over from City portion
  - Will be a recurring charge for WiFi
- Better training and aligning priorities with employees

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Questions for Council

- Should we start using green dye again?
- Implement PI system filtration
  - High cost (\$20M+/-)
- Do we want to water more than 3 days per week?
  - Different than our resident requirement
- Do we want to water more during the day?
  - Concerns from residents – perceived water waste
  - Challenges with resident parks usage

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ANNUAL RESIDENT SURVEY

Item 7d – Communication

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

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COMMUNITY DEVELOPMENT UPDATE

Item 7e – Communication

Presented by – Jay Baughman, Assistant City Administrator/Community Development Director  
Rob Patterson, City Attorney/Planning & Zoning Administrator

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FUTURE MEETINGS


- July 8, City Council/Planning Comm. General Plan Mtg, 6:00 pm, City Hall
- July 9, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- July 15, City Council Meeting, 6:00 pm, City Hall
- July 17, Meet the Candidates Open House 6:00 – 8:00 pm, City Hall
- July 22, Planning Commission Meeting, 7:00 pm, City Hall
- July 29, City Council/Library Board Work Session, 6:00 pm, City Hall

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Motion to Adjourn to Closed Meeting

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

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**CLOSED MEETING**

The Highland City Council has recessed the regular City Council meeting to convene in a closed meeting to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205. The regular City Council meeting will adjourn immediately following the end of the closed meeting.