



HIGHLAND CITY COUNCIL MINUTES

Tuesday, July 15, 2025

Approved September 16, 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 Ron Campbell

Pledge of Allegiance: Council Member Brittney P. Bills

The meeting was called to order by Mayor Kurt Ostler as a regular session at 6:06 pm. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting. The prayer was offered by Council Member Ron Campbell and those in attendance were led in the Pledge of Allegiance by Council Member Brittney P. Bills.

PRESIDING: Mayor Kurt Ostler

COUNCIL MEMBERS:

Brittney P. Bills	Present
Ron Campbell	Present
Doug Courtney	Present
Kim Rodela	Present
Scott L. Smith	Present

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

OTHERS PRESENT: Jon Hart, Liz Rice, Wesley Warren, Kristin Richey, Debra Maughan, Ben Sehy, Ernie John, Brock Bean, Corey Freeze

1. UNSCHEDULED PUBLIC APPEARANCES

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

Brock Bean stated he has several issues; he has lived in the Dry Creek area for about four years and his home backs up to Highland Boulevard. The City's irrigation system is causing water to run directly on his property and has prevented him from building a retaining wall in his backyard. In addition, there is currently a drought, and he is frustrated that he is following water restrictions, but the City seems not to be doing that. This is not a good use of City resources. Second, the truck traffic on Highland Boulevard is using truck or jake brakes very early in the morning, even though there are laws prohibiting that practice. It does the City no good to have laws that are not being enforced. He noted the City of Draper has a regulation requiring any truck exceeding 18,000 pounds that goes up East Traverse Ridge must come down the Highland side. In the four years he has lived in

Highland, he has seen truck traffic increase exponentially; the trucks are loud, they are tearing up City roads, and the City is not receiving any revenue from the activities they are involved in. Because of the size and frequency of the trucks, the water that is constantly running on the street is speeding up the degradation. Where Highland Boulevard meets State Road (SR) 92, there is a condition known as 'asphalt push' where heavy trucks push the asphalt softened by the heat in a different direction. He emphasized the City needs to address the water problem and the heavy truck problem.

Council Member Smith asked City Engineer/Public Works Director Trusty to look into the watering issue raised by Mr. Bean. He also asked Mr. Trusty to follow up with Draper City to determine if they are forcing traffic into Highland rather than coming back down a road in Draper that has a steep grade. The Council discussed options for combating the issues presented by the heavy truck traffic and Mayor Ostler thanked Mr. Bean for bringing these matters to the Council's attention.

Liz Rice stated that she has some new neighbors who came to Highland from out of state and they are struggling to operate their irrigation system; she asked if someone from City staff can advise them. She then stated that she knows the City has received grant funding for xeriscaping on newer construction, but she would love to see some funding to assist people with installing xeriscape at an existing home because it can be very costly to convert landscape. She has been very conscious about when she waters her lawn, but it is dying and that is concerning to her. As she drove to tonight's meeting, she noticed three residences that are watering right now during 90-degree conditions. She knows the City has advertised watering times and water restrictions, but perhaps more needs to be done.

Council Member Cortney referenced Ms. Rice's comments about landscape conversion and asked if Administration is still planning to bring an ordinance to the Council to give the opportunity to participate in the State of Utah 'flip your strip' program, which will give private property owners access to some financial assistance for landscape conversion. Council Member Campbell stated he is interested in participating in the program. Council Member Rodela stated that the Council considered participating in the program a few years ago and decided not to; however, drought conditions persist, and it may be appropriate to revisit the matter in order to give residents access to some grant funding for the purpose. Mayor Ostler stated that Administration has been investigating what other cities are doing and will plan to bring the matter before the Council again in the future.

2. PRESENTATIONS

a. Update on Canyon Water Sources

Ernie John, North Utah County Water Coordinator, will update the Council on the state of water resources from American Fork Canyon.

Mr. John stated he is President of American Fork Irrigation, but his title is North Utah County Water Coordinator. Highland City owns 25 percent of American Fork Irrigation water. He then discussed current water conditions in Utah County; the winter months of 2024-2025 were fairly good in terms of precipitation, but after about March 25 there was very little rain and snow and then it got very warm, and the snow melted quickly. At the beginning of the irrigation season, the reservoirs were at 100 percent, but water availability has since decreased to 65 percent of the amount of water in a typical year. Reservoirs are being used at an unprecedented rate, and the State is now experiencing drought. He engaged in a discussion with the Mayor and Council about conditions that are contributing to the drought, such as political pressure to fill the Great Salt Lake, population growth, and reduced precipitation. They also discussed the need to increase water at some City parks and athletic facilities, while other open space can survive with less water. Discussion shifted to the concept and importance of ground water recharging, various water sources in the area, and water rights used in Highland City, after which Mr. John concluded the discussion by encouraging the City to continue to promote conservation with Highland residents.

The Mayor and Council expressed their appreciation to Mr. John for his service to the community and for his flexibility in responding to varied flooding and drought conditions from year to year.

b. City Investment Policy and Practices - Ben Sehy with Meeder Investments

The City Council will hear a presentation from Meeder Investments about an investment option available to the City with the funds normally stored in the Public Treasurer's Investment Fund.

Finance Director Mortensen indicated Administration has been discussing an investment option with Meeder Investments and Ben Sehy of Meeder Investments has been invited to discuss the option with the Mayor and Council. The goal of the option is to ensure the City receives an acceptable return on investment for a longer period of time with reduced volatility. He stressed that the financial data included in Mr. Sehy's presentation represents all funds in the City, not just the general fund.

Mr. Sehy used the aid of a PowerPoint presentation to provide information about Meeder Investments, which was founded in 1974 and has over \$165 billion in public funds assets under advisement as of December 31, 2024. He discussed Highland City's portfolio as of June 30, 2024 and presented a graph illustrating a historical cash flow analysis for the Public Treasurer's Investment Fund (PTIF) balances. He discussed the City's opportunity to create longer-term certainty for the City as well as five-year treasury yields and average annual yields. He provided a hypothetical portfolio illustration for Highland City as of July 14, 2025 and highlighted the sample maturity distribution for the City. He discussed the process he and City staff would follow to move forward with the investment option and presented the fee structure for Meeder Investments.

Discussion among the Council and Mr. Sehy centered in investment options accessed by Meeder Investments; success Meeder Investments has seen through investing for other cities; past investing practices of Highland City; comparison of the fees for investing through PTIF versus Meeder Investments; and the need to develop a policy that would regulate investment activities. The Council directed staff to look into other investment options and check the PTIF investment fees before making a formal recommendation to the Council.

3. CONSENT ITEMS

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

Items on the consent agenda may be pulled for separate consideration.

a. Approval of Meeting Minutes *General City Management*

Stephannie Cottle, City Recorder

May 20, 2025

b. Approval of Meeting Minutes *General City Management*

Stephannie Cottle, City Recorder

June 3, 2025

c. Approval or Ratification of Large Purchases *General City Management*

David Mortensen, Finance Director

The City Council will consider approval or ratification of large purchases.

Council Member Doug Courtney pull 3a from consent.

Council Member Scott L. Smith MOVED that the Highland City Council approve consent items 3b and 3c, as annotated in the agenda.

Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

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

The motion carried 5:0

Council Member Cortney offered two changes to the minutes of the May 20 meeting; under agenda item 2c, the minutes report Finance Director Mortensen as having said the sewer treatment fees were paid in March rather than February; however, according to the video of the meeting, Mr. Mortensen actually said that the staff memo cited February when it should have said March. He proposed amending the minutes to strike out the text 'spent in February and that it should be changed to March' and replacing it with the text 'said February 2025, where it should have said March 2025'. He then noted that under agenda item 5e, there is a reference to City Attorney Wells, which should be changed to City Administrator Wells.

Council Member Doug Cortney MOVED to adopt the May 20, 2025 minutes from the Highland City Council with those two changes.

Council Member Scott SECONDED the motion.

The vote was recorded as follows:

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

The motion carried 5:0

4. ACTION ITEMS

a. RESOLUTION: Interlocal Agreement with Utah County for Grant to Fund Road Improvements

General City Management

Chris Trusty, City Engineer/Public Works Director

The City Council will consider a resolution to approve an Interlocal Agreement between Utah County and Highland City to fund improvements of 10400 North and 6000 West and the reconstruction of 6800 West.

City Engineer/Public Works Director Trusty explained on May 6, 2025, Council approved a bid award for Black Forest Paving which included \$337,900 for the pulverizing and repaving of 6800 West Street. On June 15, 2025, City Council approved the FY 2025-2026 budget which included funds for improvements to the intersection of 10400 North and 6000 West. Additionally, Council directed staff to seek grants to install as many pedestrian safety improvements as possible in the area. Staff have sought grants to complete pedestrian improvements in the area of 10400 North and 6000 West. Staff worked with the City's consultant, David Stewart, on this effort. Mr. Stewart was able to help the City identify this available grant funding through Utah County from the one-fifth transportation tax. Mr. Stewart petitioned Utah County on Highland's behalf for our road projects and was successful in obtaining the grant funding. The agreement has been reviewed and approved as to form by the city attorney. The 10400 North 6000 West project will improve a previously unimproved section of roadway. It consists of installing approximately 1,650 feet of curb and gutter and asphalt along the north side of 10400 North from 5788 West to 6000 West and along 6000 West from 10400 North to 10485 North. It will also include

installing storm inlets and sumps to provide necessary storm water collection. This will tie the curb and gutter into the existing curb and gutter along both streets. The approximate cost for this project is \$750,000. Because the total funding available from Utah County is for \$1,000,000, it is anticipated that any portion of the funding not used on the 10400 North 6000 West improvement project would be put towards funds expended by Highland for the 6800 West pulverize and repave project. Unfortunately, the grant funds can only be used for street improvements and cannot be used to install sidewalks along 6000 West. However, the approved FY2025-2026 City budget did include \$430,000 for improvements along 10400 North and 6000 West which, because of the grant, could then be used to fund the sidewalk portion of this project. Additionally, any funds that are reimbursed for the 6800 West project could also be put toward pedestrian improvements. Mr. Trusty concluded the FY2025-2026 Budget included \$430,000 to be used on improvements to 10400 North and 6000 West from 41-40-70 in the Road Capital Fund. Because of this additional funding from Utah County of \$1,000,000, a budget adjustment will be necessary to show the additional revenue and expenses for this project. Staff recommends Council considers approving a resolution to sign the Interlocal Agreement between Utah County and Highland City to fund road improvement projects.

Council Member Smith stated he thought the money that was appropriated for the corner of 10400 North, and 6000 West were eliminated in order to fund public safety. Mr. Trusty stated he thought that as well, but the funding was actually just decreased from \$550,000 to \$430,000. Council Member Cortney stated that only \$250,000 was intended to be used at the intersection. Mr. Trusty stated he thought that was the case as well.

Council Member Scott L. Smith MOVED that the Highland City Council pass a resolution approving the Interlocal Agreement between Utah County and Highland City to fund improvements to 10400 North and 6000 West and the reconstruction of 6800 West, as discussed in the agenda.

Council Member Ron Campbell SECONDED the motion.

Council Member Cortney stated that in the past, the City has included language allowing staff to make non-substantive changes to contracts, but he did not see that in the resolution regarding this item. He asked if that means that the final review has been completed. City Attorney Patterson stated that some minor changes may be made to this agreement, and he agreed that it would be beneficial to include a clause in each resolution in the future authorizing Administration to make minor, non-substantive changes to agreements after they are approved by the Council.

The vote was recorded as follows:

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

The motion carried 5:0

b. ORDINANCE: Regulating Materials and Vegetation in Public Ways Municipal Code Update (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider amending the municipal code to provide clearer regulations to keep streets, sidewalks, and trails clear of obstructions.

City Attorney/Planning & Zoning Administrator Patterson explained City staff have recently been working with residents to trim trees growing over and obstructing sidewalks and the Council has expressed concerns regarding

trees and shrubbery growing across trails. The City's current ordinance is vague, and the goal of the proposed code amendment is to provide clearer standards for clearing of vegetation and obstructions from public ways. The proposed amendments to the ordinance are intended to do the following:

- Cleans up redundant language;
- Make penalty an infraction, not a misdemeanor;
- Make all parties owning, controlling, or occupying property responsible for compliance;
- Clarify that city can collect costs of correction from any permit bond;
- Clarify these regulations do not supersede SWPPP;
- At the request of the Fire Chief, include additional changes to protect fire hydrants;
- Clarify that the property owner, occupier, or controller is responsible for clearing snow from public sidewalks and fire hydrants, and not the city;
- Snow to be removed when causes dangerous conditions or within 24 hours of snowfall end;
- Remove language that snow cannot be dumped on public sidewalk, trail, street, or on or within 3 feet of hydrant;
- No material or structure within 3 feet of hydrant;
- Specify that vegetation cannot have roots that encroach upon and damage city infrastructure;
- Require vegetation and structures be kept clear of sidewalks, trails, parking areas, and streets;
- 7-foot clearance for pedestrian areas;
- 15-foot clearance for driving areas; and
- Identify sight triangle clearance.

The Council engaged in discussion with Mr. Patterson regarding responsibility for clearing certain sidewalk areas along City or State roadways, with Mr. Patterson noting that if a residential property fronts a street, they are responsible to clear the sidewalk. There was also discussion about who is responsible to repair any sidewalk damage caused by a variety of reasons. City Administrator Wells indicated City staff has a sidewalk maintenance plan and keeps a list of damaged sidewalks that are repaired in priority order.

In conclusion there was brief discussion about whether bikes and e-bikes should be ridden on the street or on a sidewalk.

Council Member Doug Courtney MOVED that City Council ADOPT the proposed amendments to title 12, chapter 4 of the municipal code, as updated by City staff on July 14, 2025.

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 Courtney</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: FY26 Truck Purchase General City Management

Chris Trusty, City Engineer/Public Works Director

The City Council will consider approving the purchase of three trucks as part of the City's vehicle replacement program.

City Engineer/Public Works Director Trusty indicated that the Fiscal Year (FY) 2026 budget includes funding to purchase three vehicles for the Public Works Department. The vehicles are 2025 F-250 crew cab XLTs at a cost of \$53,919 each. Funding for the trucks is included in GL 52-40-59, Sewer Capital Equipment Purchase and 54-40-59 Storm Sewer Capital Equipment Purchase. The purchase will be split evenly from these two GL accounts. The vehicles that are being replaced will be reassigned to the Parks Department or surplussed.

Council Member Smith asked how old the vehicles are that are being replaced, to which Mr. Trusty stated he is unsure but can report back.

Mayor Ostler asked why the City is purchasing F-250s rather than F-150s. Mr. Trusty stated he asked that same question of the City's Fleet Manager and he indicated that the bigger trucks are needed in order to tow heavier equipment.

Council discussion centered on the frequency with which the City is purchasing vehicles and the age of the vehicles that are being replaced. Mr. Trusty stated he and City Administrator Wells have discussed the concept of developing an overall fleet plan that provides more structure in terms of how old a vehicle should be before it is replaced. Council Member Smith stated he would appreciate that because it would be helpful to him in responding to questions from residents. Mayor Ostler stated he understands that the work that the trucks are used for is hard on the vehicles; he understands the need to replace vehicles while they still have some value and can be resold.

Ms. Wells reviewed the fleet list and indicated the City has 41 vehicles; the oldest three are a 1997, 1998, and 2002 trucks used in the Parks Department. Mr. Trusty stated these three new trucks will replace newer vehicles, but those newer vehicles will be handed down to the Parks Department and the oldest vehicles in the Parks Department will be surplussed.

Council Member Ron Campbell MOVED that City Council approve the purchase of three new trucks in the total amount of \$161,757.

Council Member Doug Cortney SECONDED the motion.

Council Member Cortney asked if it would be appropriate to include language in the motion regarding the vendor of the vehicles. Mayor Ostler stated that the trucks are being purchased using the State contract. Ms. Wells stated that language regarding utilization of the State contract could be included in the motion.

The City Council gave unanimous consent to amend the motion to the following:

The City Council approve the purchase of three new trucks in the total amount of \$161,757, as approved by the State contract.

The vote was recorded as follows:

<i>Council Member Brittney P. Bills</i>	Yes
<i>Council Member Ron Campbell</i>	Yes
<i>Council Member Doug Cortney</i>	Yes
<i>Council Member Kim Rodela</i>	Yes
<i>Council Member Scott L. Smith</i>	No

The motion carried 4:1

6. DISCUSSION ITEMS

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

a. **Fence Code Clarification Land Use (Administrative)**

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will give direction on the intent of the fence code relating to privacy fences near trail corridors where no trail facility is built or planned to be built in the near future.

City Attorney/Planning and Zoning Administrator Patterson stated this item was briefly discussed during the July 1, 2025, City Council meeting, but no direction was given, and the item was continued to this meeting. In July and August 2024, the City Council reviewed and adopted several amendments to the City's fence code. As part of those amendments, the Council loosened the requirement that fences along narrow trail corridors have the top two feet be open. Now, so long as the trail corridor is visible from public areas within 300 feet, residents can have privacy fences along the trail corridor. The new owner of lot 19 within the Foxwood Estates subdivision has constructed a privacy fence along their western property line. That property line borders a city trail corridor. There is no trail path/paving within the corridor on the west of lot 19, nor is there any current plan to build a trail facility because the trail would dead-end without connecting to any public park or other trail.

The City Council also approved maintenance agreements on July 1 with two of the property owners adjacent to the trail corridor to allow them to maintain that corridor. The fence code requires that the fence along lot 19 in Foxwood Estates have the top 2 feet open because it is "adjacent to a trail or open space" that is not visible from public areas within 300 feet. However, there is no trail facility nor any current plans to build a trail in that corridor. As discussed in the July 1 meeting, there is a possibility for a trail to be constructed to connect to the Murdock Canal Trail near Dry Creek Lake, depending on whether the City is able to acquire trail access across private property. In addition, Highland City maintains utility facilities in the area, and as such staff recommended and Council agreed that they did not want to sell the trail corridor property in question. The corridor will be used by staff, on occasion, for access to the ravine and sewer facilities.

The code does not distinguish between trail corridors that actually have trails and trail corridors that are simply reserved for potential future trails. Staff would like direction from the Council as to whether the Council intended the privacy fence limitations to apply to trail corridors where no trail is constructed and no trail is to be constructed in the near future. Staff can support allowing the privacy fence to remain, subject to a condition that if a trail is built in that corridor, any new or reconstructed fence would need to meet the fence code's openness requirements. If Council supports this approach, staff would apply the approach to any other, similarly situated trail corridors (e.g., trail corridor in Beacon Hills near Perry property). Mr. Patterson provided a marked-up aerial image to orient the Council to the location of the subject property where the privacy fence is located. He asked for feedback from the Council regarding whether to allow the fence to remain in place.

The Council discussed the fact that the fence was installed without a permit, future trail plans and the timing of a possible installation of a trail in the area, and preservation of an easement for the trail. Council Member Campbell stated that if the property owner had come to the City to get a permit for the fence, they would have been informed of the fence code; he is not inclined to grant 'forgiveness' in this case because the property owner did not follow the City's rules. Council Member Smith stated that no easement has been preserved for the trail, and he is unsure whether a trail will ever be built in the area; he has a hard time requiring the property owner to tear the fence down or replace it with something allowed by the City if there is uncertainty about whether the trail will be built. He suggested staff be given some flexibility to deal with this issue. Council Member Rodela agreed. The Mayor and Council then discussed and debated the two suggestions offered by Council Members Campbell and Smith and ultimately agreed there is no excuse for the property owner not obtaining a fence permit for the project and perhaps the City Code should be amended to provide a penalty for failing to obtain a permit, but that City staff should be given some flexibility to address the situation. They also indicated they would like to revisit the fence ordinance to determine regulations for areas in which a trail may be constructed in the future.

Mr. Patterson stated his interpretation of the Council's feedback was to allow the fence with some conditions, and revisiting the City Code to consider a text amendment that provides a distinction between trail corridors and open space.

7. COMMUNICATION ITEMS

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

a. Update on Sprinkler and Park Maintenance *Chris Trusty, City Engineer/Public Works Director*

City Engineer/Public Works Director Trusty used the aid of a PowerPoint presentation to provide information regarding sprinkler and park maintenance issues; he noted the City has had to access Deer Creek water for irrigation this year, which typically leads to clogged filters in the irrigation system. He provided photos of plugged irrigation filters at Heritage Park that have since been cleaned. The City has received many calls this year from residents who found their filters were clogged as well. Council Member Smith asked if there are better filters at the pump station at 6000 West since that is where the water comes out of the canal. Mr. Trusty answered yes. Council Member Smith stated he is required to clean his filter every few weeks to ensure it is operating properly.

Mr. Trusty then stated Heritage Park has been top dressed, overseeded, fertilized, and 80 sprinkler heads were dug up and adjusted. He also provided photos of open space to illustrate their current condition, noting the following for specific locations:

Alpine Highway

- Mainline filters cleaned and replaced
- 50 spray head screens cleaned and replaced
- One additional day added to sprinkler timers (now watering 4 days/ week)

SR-92

- Fertilized
- Mainline filter cleaned and replaced twice
- 100 spray heads cleaned and replaced

Community Center

- Provided power to temporary sprinkler clock

He added that 28 pallets of fertilizer have been broadcast at open space locations. No painting has been done yet due to equipment issues and staff have been focused on permanent fixes for now. Staff expects to deploy painting this week, starting in smaller areas as a trial. The Mayor and Council discussed current conditions of specific locations throughout the City and thanked Mr. Trusty and his staff for responding to the concerns that were expressed in recent meetings; they noted they were somewhat embarrassed by conditions at some public spaces and are pleased to see the conditions have been improved. Council Member Rodela stated she would appreciate staff being proactive in the future rather than waiting for complaints from the residents coming to the Council before taking action. She expects City employees to take pride in their work and fix problems as they arise. Council Member Smith and Mayor Ostler agreed. Council Member Cortney added that the top priority should be ensuring proper watering of trees because it is concerning to lose mature trees in public spaces; however, he noted that one of the pictures provided by Mr. Trusty of one of the park spaces with some yellow spaces is appropriate given current drought/heat conditions in the State.

b. Highland Boulevard Roundabout *Chris Trusty, City Engineer/Public Works Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*

City Engineer/Public Works Director Trusty presented the draft design for the Highland Boulevard Roundabout; the costs for the project are to be divided between Highland, Lehi, and DR Horton, with the Highland portion being \$1 million funded through a Mountainland Association of Government (MAG) grant obtained by the

City's lobbyist, David Stewart. Highland City will split the median costs with DR Horton and construction is anticipated this year.

The Council engaged in discussion with Mr. Trusty about other road improvement projects planned for the area, the expectation that the roundabout will help with school traffic, and the danger of some intersections in close proximity to the subject location.

Council Member Cortney stated he is concerned that the hot crossing will not be used in this location and that there will be pedestrians in the intersections; as Administration is preparing the request for proposals (RFP) package, he would like them to include landscaping on the inside of the mountable curb that would still allow a car to come through, but would prevent kids from taking a short cut through that area. This led to discussion of the behavior of school children who cross through roundabouts as they walk to and from school.

Mr. Trusty stated that he will continue working with DR Horton to finalize the design of the roundabout in order to proceed with requesting proposals for the project.

c. Potential Change Order to Sewer Lining Project *Chris Trusty, City Engineer/Public Works Director*

City Engineer/Public Works Director Trusty reported that a few weeks ago, the Council approved phase two of the sewer lining project; phase one has been completed and the \$55,000 for top hats was not spent because it was determined the top hats were not needed on the lateral lines. Additionally, no contingency funding was used on the project, resulting in a savings of \$77,000. He thinks the same will be likely for phase two of the project as well, and he suggested adding around \$80,000 to \$100,000 additional sewer lining work to phase two to get additional work done while costs are low.

Council Member Cortney asked why the top hats were not needed on the laterals. Mr. Trusty stated that the condition of the laterals and their connection points on the sewer main were good and the top hats were not needed.

Council Members Campbell and Smith stated they support the proposal to add funding to phase two in order to get more work done. Council Member Smith inquired as to the number of years added to the life of a sewer line due to this type of work. Mr. Trusty answered approximately 20 years.

Mayor Ostler stated it sounds as if the Council would be supportive of increasing the funding for phase two. Mr. Trusty stated he will bring a formal change order to the Council for consideration.

d. 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 calendar of upcoming applications to be presented to the Planning Commission and next to the City Council.

Council Member Smith asked if Patterson Development will be installing median strips on the south end of Highland Boulevard; he has received many complaints about that issue. Mr. Patterson stated those improvements are part of the daycare development project being managed by Patterson; additionally, they will not receive a certificate of occupancy for the most recent building they built until they install landscaping improvements.

e. Election Update *Stephannie Cottle, City Recorder*

City Recorder Cottle announced the Meet the Candidates night scheduled for Thursday, July 17 from 6:00 to

8:00 p.m.; ballots will be placed in the mail starting July 22 and a vote center will be hosted at Highland City Hall from 7:00 a.m. to 8:00 p.m. on August 12. Campaign finance statements for candidates are due August 5 at 5:00 p.m.

Council Member Smith asked if candidates could place signs in front of City Hall on the night of the Meet the Candidates event. Ms. Cottle answered no; Administration does not want to give the impression that campaign signs are allowed on City properties. Each candidate will have a table inside City Hall that they can decorate as they choose, and they can use campaign signs as part of those decorations. Council Member Cortney added that the rules Ms. Cottle is citing are included in the City's signage ordinance, which prohibits campaign signs on public property and within 150 feet of a polling location.

Mayor Ostler allowed input from election candidates who were in attendance.

Liz Rice stated that a republican convention was held at Skyridge High School and campaign signs were allowed at the building; they were in place for about two hours during the event and were not left overnight. Usage of the signs was viewed as an advertisement of where the event was being held. She believes the City's campaign sign rules are a bit restrictive. Council Member Smith agreed; some of the rules make campaigning very hard for candidates and this may discourage people from running for office.

f. Highland Fling Update *Kurt Ostler, Mayor*

Mayor Ostler provided the Council with an update regarding the planning efforts for the Highland Fling. The Council discussed the manner in which they would participate in the Fling parade.

Council Member Bills briefly revisited agenda item six dealing with the fence that was installed without a permit; if the Council decides they want to have the same regulations for fencing along open space, would the City be committing to allowing the fence in question remaining indefinitely. City Attorney Patterson stated that if the decision is to allow the fence to stay, he was planning to require the owner to get a fence permit, which will receive conditional approval requiring the fence to be modified if a trail is eventually built in the area.

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 10:05 pm Council Member Ron Campbell MOVED that the City Council recess the regular meeting to convene in a closed meeting in the Executive Conference Room to discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205.

Council Member 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

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

The CLOSED SESSION adjourned at 11:59 pm.

ADJOURNMENT

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

The meeting adjourned at 12:00 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 15, 2025. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie Cottle, CMC, UCC
City Recorder

Welcome to the Highland City Council Meeting

July 15, 2025

Please Sign the Attendance Sheet

Scan for Agenda 



1



6:00 PM REGULAR SESSION

Call to Order - Mayor Kurt Ostler
 Invocation - Council Member Ron Campbell
 Pledge of Allegiance - Council Member Brittney P. Bills

2



UNSCHEDULED PUBLIC APPEARANCES

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

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

3



PRESENTATIONS

- a. City Investment Policy and Practices - *Ben Sehy with Meeder Public Funds*
- b. Update on Canyon Water Sources - *Ernie John, North Utah County Water Coordinator*

4



PUBLIC FUNDS ADVISORY

Investment Strategy
 Prepared for Highland City, UT

PRESENTED BY:
 BEN SEHY
 DIRECTOR, ADVISORY SERVICES
 JULY 15, 2025



5

Firm Overview

1974 Founded in 1974. SEC Registered Investment Advisor serving public entities since 1990.

 Customized solutions for states, counties, cities, schools, townships, libraries, higher education, and special districts.

\$16.5B Over \$165 billion in public funds assets under advisement (12/31/24).

 More than 400 public entity clients.

 Seasoned Fixed Income Team specializes in working with public entities.

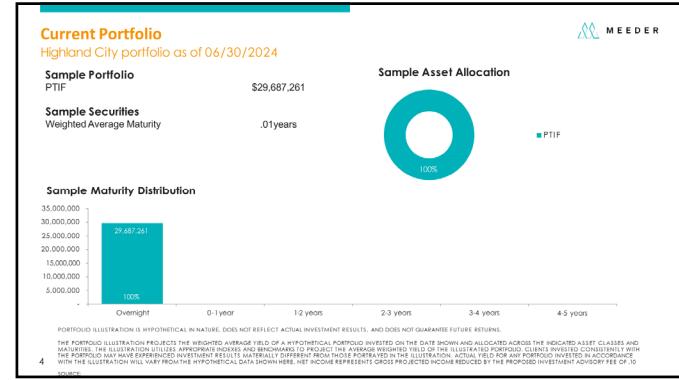
 Focus on management of operating and project funds.

2 Assets under advisement consist of \$89.22 billion of regulated assets under management for which Meeder Public Funds provides continuous and regular investment management services as disclosed in the Form ADV and \$8.37 billion of non-regulatory assets for which Meeder Public Funds provides strategic advice or consultation but does not have the authority to effectuate non-compliance.

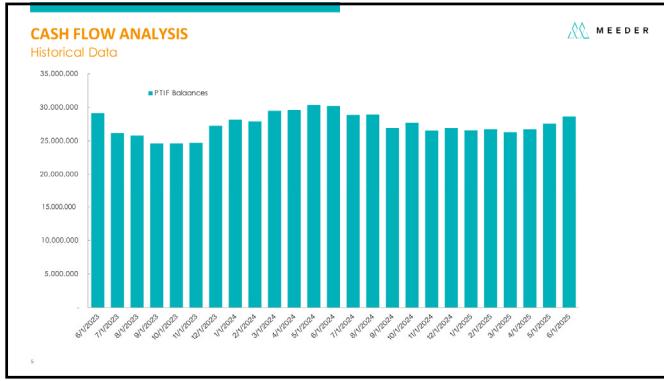
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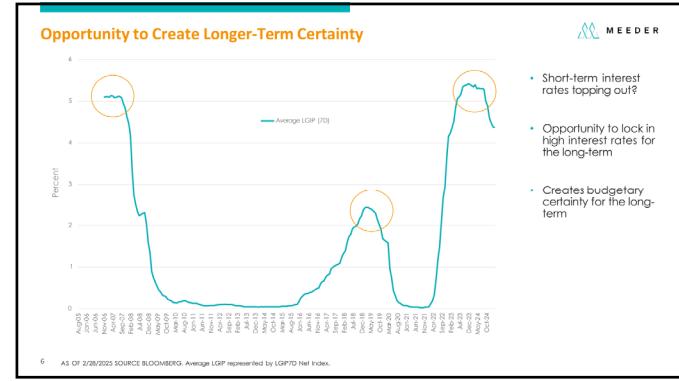
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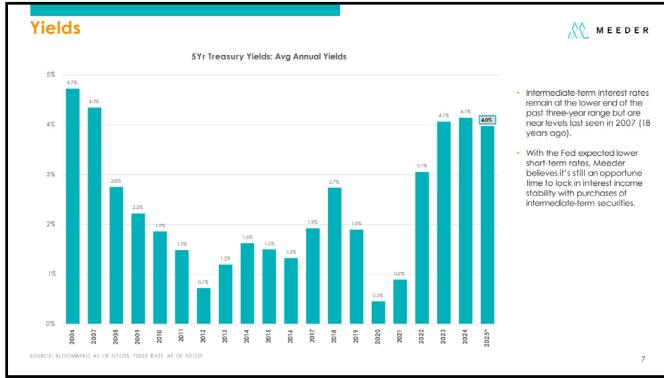
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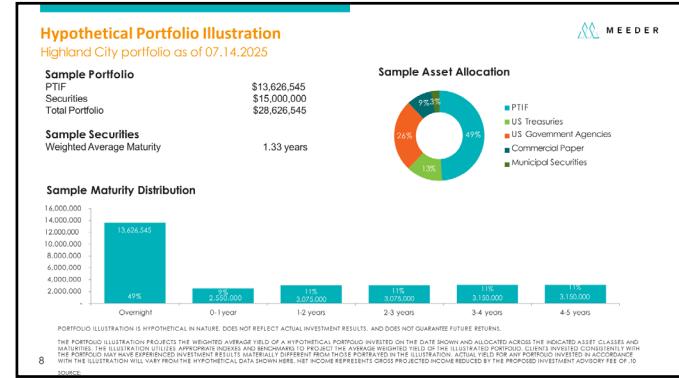
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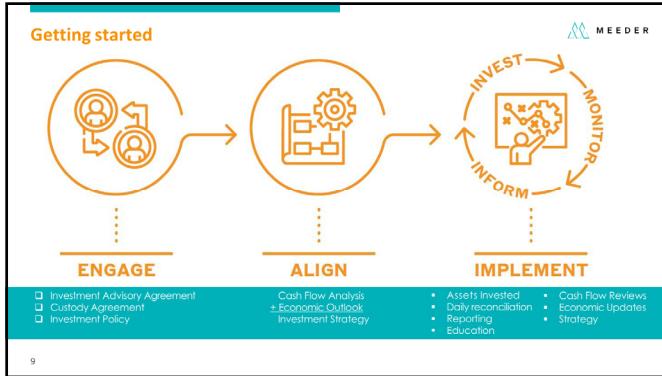
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11



12



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Fee Structure

ASSETS UNDER MANAGEMENT	INVESTMENT ADVISORY FEE
\$0 - \$25,000,000	0.10%
\$25,000,000 - \$50,000,000	0.08%
\$50,000,000 - \$100,000,000	0.06%
Over \$100,000,000	0.04%

Fees subject to \$10,000 minimum per year.
For those clients who utilize Meeder's Preferred Custodians, fees may be credited in an amount equal to the custodian fee up to a maximum annual credit of 0.01%.

Includes:

- Investment Policy Review, Best Execution
- Cash Flow Analysis, Compliance Monitoring
- Portfolio Management, Credit Analysis
- Record-keeping, Online Portal
- Reporting - Monthly, Quarterly, Meetings, Annual
- Staff Training/Education

10

14

Disclosures

PAST PERFORMANCE IS NOT INDICATIVE OF FUTURE RESULTS.

Opinions and forecasts regarding markets, securities, products, portfolios or holdings are given as of the date provided and are subject to change at any time. No offer to sell, solicitation, or recommendation of any security or investment product is intended. Certain information and data has been supplied by unaffiliated third parties as indicated. Although Meeder believes the information is reliable, it cannot warrant the accuracy, timeliness or suitability of the information or materials offered by third-parties.

Net interest income is illustrated net of investment advisory fees proposed for the assets under management. Fees are illustrated at the rate of 0.10% for the first \$25,000,000 under management, 0.08% for sums \$25,000,000 to \$50,000,000, 0.06% for sums \$50,000,000 to \$100,000,000, and 0.04% for sums over \$100,000,000. Investment advisory fees listed are inclusive of the custody fees.

Estimates and illustrations of expected yield for illustrated portfolios is hypothetical in nature, does not reflect actual investment results, and does not guarantee future returns. Hypothetical illustrations are offered to illustrate the yield expected from classes of securities and do not reflect actual securities available for investment. Estimates of current yield are generated from indexes and other information deemed by the adviser to provide a reliable estimate of the current yield available from investments in that asset class. Securities indices are unmanaged and investments cannot be made directly in an index. Yield assumptions were developed with the benefit of hindsight and the securities purchased for such an account may generate more or less than the illustrated yield.

Investment advisory services provided by Meeder Public Funds, Inc.

11

15



16

CONSENT ITEMS (5 minutes)

3a. Approval of Meeting Minutes: May 20, 2025
General City Management

3b. Approval of Meeting Minutes: June 3, 2025
General City Management

3c. Approval or Ratification of Large Purchases
General City Management

17

Motion to Approve

I move that the City Council approve consent item 3a, the meeting minutes from May 20, 2025; 3b, the meeting minutes from June 3, 2025; and, 3c, approval or ratification of large purchases.

18



INTERLOCAL AGREEMENT WITH UTAH COUNTY FOR GRANT TO FUND ROAD IMPROVEMENTS

General City Management

Item 4a – Resolution
Presented by – Chris Trusty, City Engineer/Public Works Director

19

Background

- City Council has directed staff to seek funding opportunities to complete pedestrian improvements in the area of 10400 North and 6000 West
- David Stewart, the City's consultant, was able to petition Utah County for transportation tax funds for this project
- The County will provide \$1,000,000 for this project
- The agreement has been reviewed and approved as to form by the city attorney

20

Background

• These funds can only be used for road improvements and not sidewalk

• Any unused portion of the available funds will be able to reimburse Highland for costs on the recent 6800 West pulverize and repave project

• Highland can use money that was included in the city FY25-26 budget to add sidewalk to this project

21

Site



22

Motion to Approve

I move that City Council pass a resolution approving the Interlocal Agreement between Utah County and Highland City to fund improvements to 10400 North and 6000 West and the reconstruction of 6800 West.

23



REGULATING MATERIALS AND VEGETATION IN PUBLICWAYS

Municipal Code Update (Legislative)

Item 4b – Ordinance
Presented by – Rob Patterson, City Attorney/Planning & Zoning Administrator

24

Background

- Staff have recently been working with residents to trim trees growing over and obstructing sidewalks
- Council has expressed concerns for trees and shrubbery growing across trails
- Current code is vague
- Goal of code amendment is to provide clearer standards for clearing of vegetation and obstructions from public ways

25

Proposed Amendments - General

- Cleans up redundant language
- Makes penalty an infraction, not a misdemeanor
- Makes all parties owning, controlling, or occupying property responsible for compliance
- Clarifies that city can collect costs of correction from any permit bond
- Clarifies these regulations do not supersede SWPP
- On Monday, at request of fire chief, added additional changes to protect hydrants

26

Proposed Amendments - Snow

- Clarifies that the property owner, occupier, or controller is responsible for clearing snow from public sidewalks and fire hydrants, and not the city
- Snow to be removed when causes dangerous conditions or within 24 hours of snowfall end
- Removed snow cannot be dumped on public sidewalk, trail, street, or on or within 3 feet of hydrant

27

Proposed Amendments - Clearance

- No material or structure within 3 feet of hydrant
- Specifies that vegetation cannot have roots that encroach upon and damage city infrastructure
- Requires vegetation and structures be kept clear of sidewalks, trails, parking areas, and streets
 - 7-foot clearance for pedestrian areas
 - 15-foot clearance for driving areas
 - Sight triangle clearance

28

Motion to Approve

I move that City Council ADOPT the proposed amendments to title 12, chapter 4 of the municipal code, as updated by City staff on July 14, 2025.

[Council may specify additional or different amendments to adopt].

29



FY26 TRUCK PURCHASE

General City Management

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

30

Vehicle Replacement Purchase

- 2025 F-250 Crew Cab XLT 6.8L gas
- Cost per vehicle \$53,919.00; total of \$161,757
- Existing vehicles will be used by parks
- Older vehicles will be surplussed

31

Motion to Approve

I move that City Council approve the purchase of three new trucks in the total amount of \$161,757.

32

FENCE CODE CLARIFICATION

Land Use (Administrative)



Item 6a - Discussion

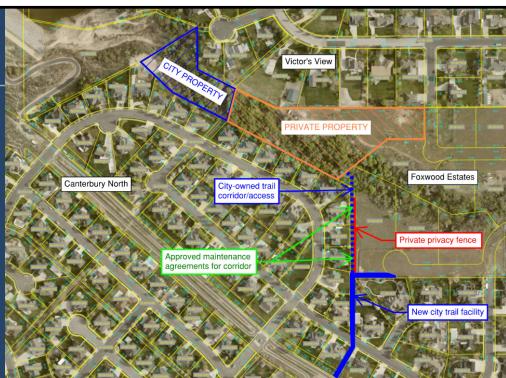
Presented by - Rob Patterson, City Attorney/Planning & Zoning Administrator

33

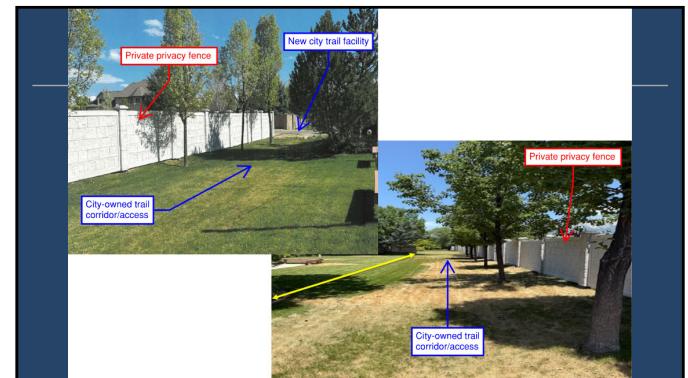
Trail Fencing When No Trail

- Code requires fences along certain trail corridors to be max 4' privacy, with 2' open
- City code does not distinguish between trail corridors with actual trails vs. unimproved corridors
- Was council's intent to restrict privacy fences along trail corridors when no trail exists and no trail is planned for the near future?
- Staff could approve with condition that future fence must meet open requirements if trail is constructed

34



35



36



UPDATE ON SPRINKLER AND PARK MAINTENANCE

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

37

Open Space Maintenance Update

Heritage Park

- Top dressed
- Overseeded
- Fertilized
- 80 heads dug up, filters cleaned and adjusted
- Main filter removed and pressure washed



38

Open Space Maintenance Update



39

Open Space Maintenance Update

Alpine Highway

- Mainline filters cleaned and replaced
- 50 spray head screens cleaned and replaced
- One additional day added to sprinkler timers (now watering 4 days/ week)

SR-92

- Fertilized
- Mainline filter cleaned and replaced twice
- 100 spray heads cleaned and replaced

Community Center

- Provided power to temporary sprinkler clock

40

Open Space Maintenance Update

Fertilizer Application

- 28 pallets of fertilizer (1,120 bags) broadcasted

Painting

- No painting has been done yet due to some equipment issues
- Staff has been focused on permanent fixes for now
- Staff expects to deploy painting this week, starting in smaller areas as a trial

41

Open Space Maintenance Update



42

43



A detailed technical diagram of a roundabout at the intersection of Highland Boulevard and 10th Street. The diagram shows the circular flow of traffic, the placement of traffic lights, and the layout of the surrounding roads. Labels include 'Highland Blvd' and '10th Street'.

44

Highland Blvd Roundabout

- Costs for roundabout to be split 1/3 with Lehi and DR Horton
- Highland portion (\$1M) to be funded through MAG via Dave Stewart
- Highland to split median costs 50/50 with DR Horton
- Anticipated construction this year

45

46

UNIT PRICE SCHEDULE - BASE BID		Interi Solutions LLC			Vortex Infrastructure Services			Bathfurnace Technologies LLC			
Item #	Description	Unit	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Phase 1 Bid											
1.1	Mobilization	L.E.	1	\$44,750.00	\$ 44,750.00	\$35,500.00	\$ 33,500.00	\$6,344.00	\$ 6,344.00		
1.2	Traffic Control	L.E.	1	\$2,850.00	\$ 2,850.00	\$8,900.00	\$ 8,900.00	\$4,000.00	\$ 37,744.00	\$ 2,714.00	
1.3	Boyes Pumping	L.E.	1	\$1,000.00	\$ 1,000.00	\$5,900.00	\$ 5,900.00	\$5,000.00	\$ 5,400.00	\$4,000.00	\$ 4,744.00
1.4	Install of CIPP Liner (Water, Storm or UV) - 100' L	L.F.	4,055	\$50.00	\$ 247,750.00	\$40,100.00	\$ 108,200.00	\$ 30,000.00	\$ 156,500.00		
1.5	Reconnection of Sewer Lateral	Each	72	\$50.00	\$ 3,600.00	\$50.00	\$ 3,600.00	\$62.00	\$ 440.00	\$ 4,404.00	
1.6	Additional Cost to Install Top Hat Lateral - Sealing Liner	Each	10	\$3,150.00	\$ 31,500.00	\$2,250.00	\$ 2,250.00	\$30,000.00	\$ 300,000.00	\$ 54,720.00	
PHASE 1 TOTAL					\$ 364,740.00		\$ 286,850.00		\$ 227,194.00		
Phase 2 Bid											
2.1	Mobilization	L.E.	1	\$44,750.00	\$ 44,750.00	\$35,500.00	\$ 33,500.00	\$5,701.00	\$ 5,701.00		
2.2	Traffic Control	L.E.	1	\$5,000.00	\$ 5,000.00	\$5,500.00	\$ 5,500.00	\$8,000.00	\$ 10,800.00	\$ 5,075.00	
2.3	Boyes Pumping	L.E.	1	\$1,000.00	\$ 1,000.00	\$5,900.00	\$ 5,900.00	\$5,000.00	\$ 5,400.00	\$4,000.00	\$ 4,744.00
2.4	Install of CIPP Liner (Water, Storm or UV) - 100' L	L.F.	4,137	\$50.00	\$ 250,500.00	\$40,100.00	\$ 205,480.00	\$ 30,000.00	\$ 165,521.00		
2.5	Reconnection of Sewer Lateral	Each	69	\$50.00	\$ 3,150.00	\$50.00	\$ 3,150.00	\$35.00	\$ 861.00	\$ 3,943.00	
2.6	Additional Cost to Install Top Hat Lateral - Sealing Liner	Each	6	\$3,150.00	\$ 18,900.00	\$2,250.00	\$ 2,250.00	\$36,000.00	\$ 216,000.00	\$ 45,640.00	
PHASE 2 TOTAL					\$ 371,280.00		\$ 291,150.00		\$ 238,698.00		

47

Sewer Lining Background				
Sewer Phase	Base Bid	Bid Award	Actual Cost	Difference
Phase 1	\$227,136.00	\$249,850.00	\$172,416.00	\$77,434.00
Phase 2	\$238,998.00	\$262,897.80	\$190,358.00	\$72,539.80
TOTAL	\$466,134.00	\$512,747.80	\$362,774.00	\$149,973.80

- No top hats or contingency was used for phase 1, saving the City \$77,434 from the approved
- Very likely would not need all the top hats or contingency in phase 2
- Suggestion is to do a budget adjustment from FY25 to FY26 for \$77,434 and add roughly \$100,000 worth of lining to phase 2 project
- Anticipate this helps saves cost over time

48



COMMUNITY DEVELOPMENT UPDATE

Item 7d - Communication
Presented by - Jay Baughman, Assistant City Administrator/Community Development Director
Rob Patterson, City Attorney/Planning & Zoning Administrator

49



ELECTIONS UPDATE

Item 7e - Communication
Presented by - Stephannie Cottle, City Recorder

50



HIGHLAND FLING UPDATE

Item 7f - Communication
Presented by - Kurt Ostler, Mayor

51



FUTURE MEETINGS

- July 17, Meet the Candidates Open House, 6:00 pm - 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
- July 31 - August 2, Highland Fling
- August 5, City Council Meeting, 6:00 pm, City Hall
- August 12, Primary Election
- August 13, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- August 19, City Council Meeting, 6:00 pm, City Hall
- August 26, Planning Commission Meeting, 7:00 pm, City Hall

52

Motion to Adjourn to Closed Meeting

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

53



CLOSED MEETING

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

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

54

Highland City Council
Doug Cortney
July 15, 2025

I have two changes I'd like to make to the draft minutes of May 20.

1. The notes for item 2c report David as having said the sewer treatment fees were spent in March rather than February.

The Mayor, Council, and staff briefly discussed some items listed on the documentation regarding the purchases exceeding \$25,000; Mr. Mortensen noted that the item regarding sewer treatment fees was noted as being spent in February and that should be changed to March.

The expense was correctly listed as having been paid in March. According to the video (00:19:13), David noted that the item "said February when it should have said March." Looking at the listing from the agenda packet below, it's clear that issue was the description rather than the payment date.

Highland City Large Purchases Tracking (\$25,000+)					
Fiscal Year: 2024-2025					
Month: March 2025					
Date	Vendor	Check #	GL Account	Amount	Description
3/1/2025	Hydro Vac Excavation LLC	36228	53-40-50	\$ 179,460.00	PH Meter Project Payment 17
3/5/2025	Mountainland Supply, LLC	36232	53-40-50	\$ 82,648.21	PH Meter Project
3/5/2025	Tempangos Special Service District	36243	52-40-42	\$ 163,295.74	January 2025 Sewer Treatment User Fees
3/12/2025	Lone Peak Public Safety District	36269	10-54-31,10-57-11,10-57-31	\$ 482,028.27	March 2025 Public Safety Assessments
3/12/2025	Nelson Brothers Construction	36271	53-40-60,55-40-78	\$ 293,508.22	6000 W Irrigation Payment 5
3/12/2025	SMA Landscaping & Excavating	36278	40-40-78	\$ 42,000.00	Highland Farm Park Phase 2 Payment 7
3/12/2025	Tempangos Special Service District	36287	52-40-42	\$ 35,584.00	February 2025 Sewer Treatment User Fees
3/12/2025	VPM Corporate Services, Inc	36292	10-73-50	\$ 33,833.57	2025-2026 Winter Contract
3/18/2025	Big I Recreation	36295	40-40-78	\$ 355,220.46	Highland Farm Park Phase 2 Ninja Course
3/19/2025	Tempangos Special Service District	36297	52-40-42	\$ 170,862.04	February 2025 Sewer Treatment User Fees

I propose amending the minutes to strike out the text "spent in February and that it should be changed to March" and to replace it with the text "said February 2025, where it should have said March 2025."

2. Under in 5e, there is a reference to "City Attorney Wells."

Design Review Committee (DRC). City Attorney/Planning & Zoning Administrator noted that information is included on the City's website under 'current projects', but he can provide other updates as well. He clarified that the veterinary clinic has not been formally approved yet and will still be presented to the Planning Commission and City Council. **City Attorney Wells** added that the purpose of this agenda item is for staff to provide the Council with information about recent land use items that are no longer submitted to the Council for approval.

According to the video (2:28:08), Erin was the one who made the comment -- so it's the title rather than the name that is in error.

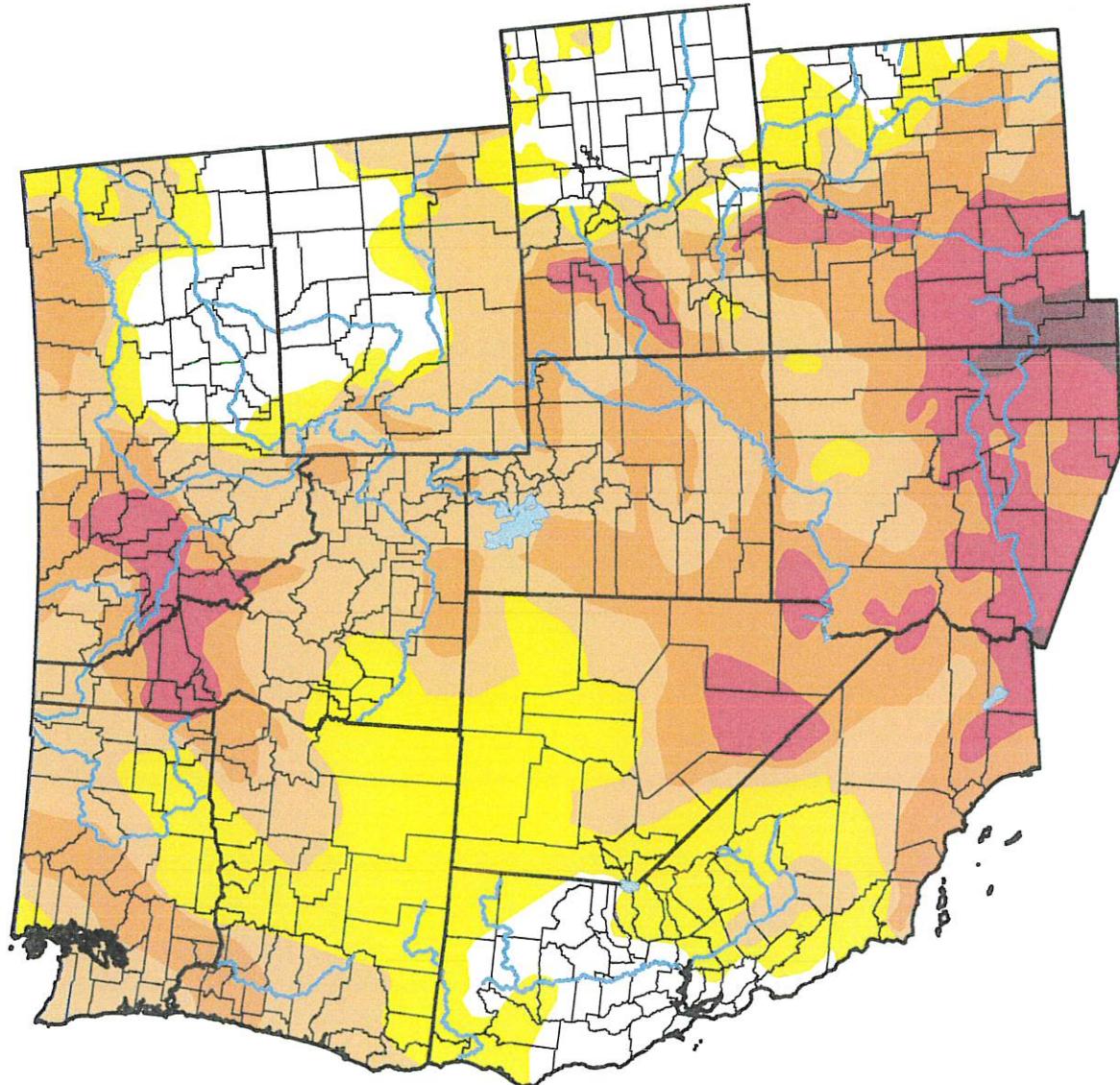
I propose amending the minutes to strike out the text "City Attorney Wells" and to replace it with the text "City Administrator Wells."

U.S. Drought Monitor West

July 8, 2025

(Released Thursday, Jul. 10, 2025)

Valid 8 a.m. EDT



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Brad Pugh
CPC/NOAA



droughtmonitor.unl.edu

American Fork River Discharge To Date 7-14-2025 (years 2005-2010 estimated)

