



**HIGHLAND CITY**

## **HIGHLAND CITY COUNCIL MINUTES**

Wednesday, August 13, 2025

Approved by City Council October 21, 2025

Approved by Planning Commission October 28, 2025

### **City Council & Planning Commission General Plan Meeting**

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

#### **6:00 PM WORK SESSION**

Call to Order: Mayor Kurt Ostler

Invocation: Commissioner Jerry Abbott

Pledge of Allegiance: Council Member Scott L. Smith

The meeting was called to order by Mayor Kurt Ostler as a work 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 Scott L. Smith.

PRESIDING: Mayor Kurt Ostler

#### **COUNCIL MEMBERS:**

Brittney P. Bills	Present
Ron Campbell	Present
Doug Cortney	Present via Zoom
Kim Rodela	Present
Scott L. Smith	Present

#### **PLANNING COMMISSIONERS:**

Commissioner Jerry Abbott	Absent
Commissioner Tracy Hill	Absent
Commissioner Christopher Howden	Present
Commissioner Claude Jones	Absent
Commissioner Debra Maughan	Present
Commissioner Audrey Moore	Absent
Commissioner Trent Thayn	Present
Alternate Commissioner Sherry Kramer	Absent
Alternate Commissioner Wes Warren	Present

**CITY STAFF PRESENT:** City Attorney/Planning & Zoning Administrator Rob Patterson, City Recorder Stephanie Cottle

**OTHERS PRESENT:** Jon Hart, Liz Rice, Sam Taylor



## 1. 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** *Stephannie Cottle, City Recorder*  
June 10, 2025

*Council Member Wes Warren MOVED to approve the meeting minutes from June 10, 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 Cortney</i>	<i>Absent</i>
<i>Council Member Kim Rodela</i>	<i>Absent</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

<i>Commissioner Jerry Abbott</i>	<i>Absent</i>
<i>Commissioner Tracy Hill</i>	<i>Absent</i>
<i>Commissioner Christopher Howden</i>	<i>Yes</i>
<i>Commissioner Claude Jones</i>	<i>Absent</i>
<i>Commissioner Debra Maughan</i>	<i>Yes</i>
<i>Commissioner Audrey Moore</i>	<i>Absent</i>
<i>Commissioner Trent Thayn</i>	<i>Yes</i>
<i>Alternate Commissioner Sherry Kramer</i>	<i>Absent</i>
<i>Alternate Commissioner Wes Warren</i>	<i>Yes</i>

*The motion carried 7:0*

## 2. PRESENTATIONS

- a. **General Plan** *Jay Baughman, Assistant City Administrator/Community Development Director, Rob Patterson, City Attorney/Planning & Zoning Administrator*  
The City Council and Planning Commission will discuss parks, recreation, and trails related to the General Plan. There will also be a discussion regarding environmental issues.

Sam Taylor of Landmark Design used the aid of a PowerPoint presentation to facilitate the Highland General Plan Update 2025 workshop number six between the Planning Commission and City Council, the focus of which is Parks, Trails, and Open Space, plus environmental and sustainability issues. He first presented a draft land use map that has been developed based upon the five previous workshops and there was brief discussion among the group about a few individual properties and the City's vision for the future land use of such.

Council Member Kim Rodela arrived at 6:14 p.m.

Mr. Taylor then noted the most recent workshop focused on housing and public services; the feedback provided by the group at that meeting was to continue implementing the City's three current moderate-income housing (MIH) strategies. Public facility priorities include library expansion, community center development, or a combination of space for recreation, arts council operations, museum, and public gathering. The group identified the City-owned property adjacent to City Hall as a good option for these plans. The group also suggested making



use of the gravel pit for a future park or open space and that will be explored more this evening. Other public facilities ideas included:

- Exploring other co-op models/public-private partnerships to provide desired services and/or facilities.
  - Working with waste services to provide green waste and glass recycling.
- National Park Service Visitor Center near the mouth of the canyon.
- Completing sidewalks and safer crossings (especially Timpanogos Highway).
- And, in general, creating more connections to the Murdock Trail (will be discussed today).

Mr. Taylor then noted that the purpose of the parks, trails, and open space chapter of the General Plan is to ensure Highland's parks, trails, and open spaces continue to meet the needs of current and future residents. It is a guide for the acquisition, development, and maintenance of these essential community assets over the next 10 years and beyond. He asked the group to keep in mind the following questions during his presentation this evening:

1. What is Highland's vision for current and future parks?
  - a. Adding additional parks can help maintain level of service (LOS).
  - b. Adding additional parks can help fill service area gaps.
  - c. More parks = maintenance \$\$\$
2. Are there any types of parks or specific amenities you think the City should add or expand?
3. Would Highland benefit from Park Standards? (A document that outlines a coordinated and comprehensive park design and development framework)

He then referenced community insights based on responses to questions included in the most recent citizens survey, including:

- **Preserve Open Space:** Strong desire to preserve Highland's small-town feel, large lots, and open spaces.
- **Quality over Quantity:** Preference for fewer, larger parks instead of many small ones.
- **Maintenance First:** The top priority is maintaining and upgrading existing parks before building new ones.
- **Connectivity:** Residents want more trails, sidewalks, and better connections to community destinations (parks, Town Center, neighborhoods, etc.).
- **Strategic Growth:** New parks should be placed in more populated areas to serve more people.
- **Amenity Requests:** swimming pool, bocce ball, pickleball courts, and a Rec/Community Center.

Highland City has 28 public parks and 10 private or quasi-public parks and he provided a map identifying the location of each of the parks; he also presented a spreadsheet that detailed park addresses, classification, acreage, and programmed developed space, concluding the total open space in the City is 436 acres. This equates to a LOS of 6.6 acres per 1,000 residents in Highland. The future LOS based upon population projections and adding no additional park acreage would be 5.7 acres per 1,000 people. To maintain the current LOS, the City could add 22 acres of park space by 2050. He then presented a map identifying service area gaps pertaining to public park space.

Mr. Taylor then moved to the section of his presentation dealing with trails and asked the group to consider the following questions:

1. What is Highland's vision for current and future trails?
2. Where would the City like to focus providing connections to/from?
  - a. Completion of missing segments;
  - b. Improving the roadway network; and
  - c. Expansion of recreational routes.

He presented a map illustrating existing trails (36.14 miles) and trail improvements planned for the future (9.98 miles); the map also identified trail classifications.



Throughout the presentation, there was discussion among the group regarding topics such as the definition of the term ‘quasi-public park’; population projections for the community; areas of the City experiencing service gaps; parks developed in projects managed by homeowners associations (HOAs); the demand for a dog park in the City; water conservation efforts in development of future park space and trails; costs associated with park maintenance; debate of the appropriate level of service for the community; identifying ‘premiere’ parks that will be maintained at a higher level than other lesser-used parks; soliciting help from volunteers or residents living around smaller parks to maintain those spaces; imminent trail connections; support or opposition from various neighborhoods in the community regarding planned trail development or connections; and the level of detail needed in the General Plan regarding trail and bike-lane planning and development.

Mr. Taylor concluded he feels he has enough feedback and direction to adjust the proposals regarding this section of the General Plan; his findings will be presented in a future meeting.

## **ADJOURNMENT**

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

*The work session adjourned at 8:02 pm.*

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on August 13, 2025. This document constitutes the official minutes for the Highland City Council and Planning Commission work session meeting.



Stephannie Cottle, CMC, UCC  
City Recorder



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# HIGHLAND GENERAL PLAN UPDATE 2025

## **Workshop 6: Parks, Trails, & Open Space + Environment & Sustainability**

PLANNING COMMISSION/CITY COUNCIL WORKSHOP  
August 13, 2025  
6:00 pm

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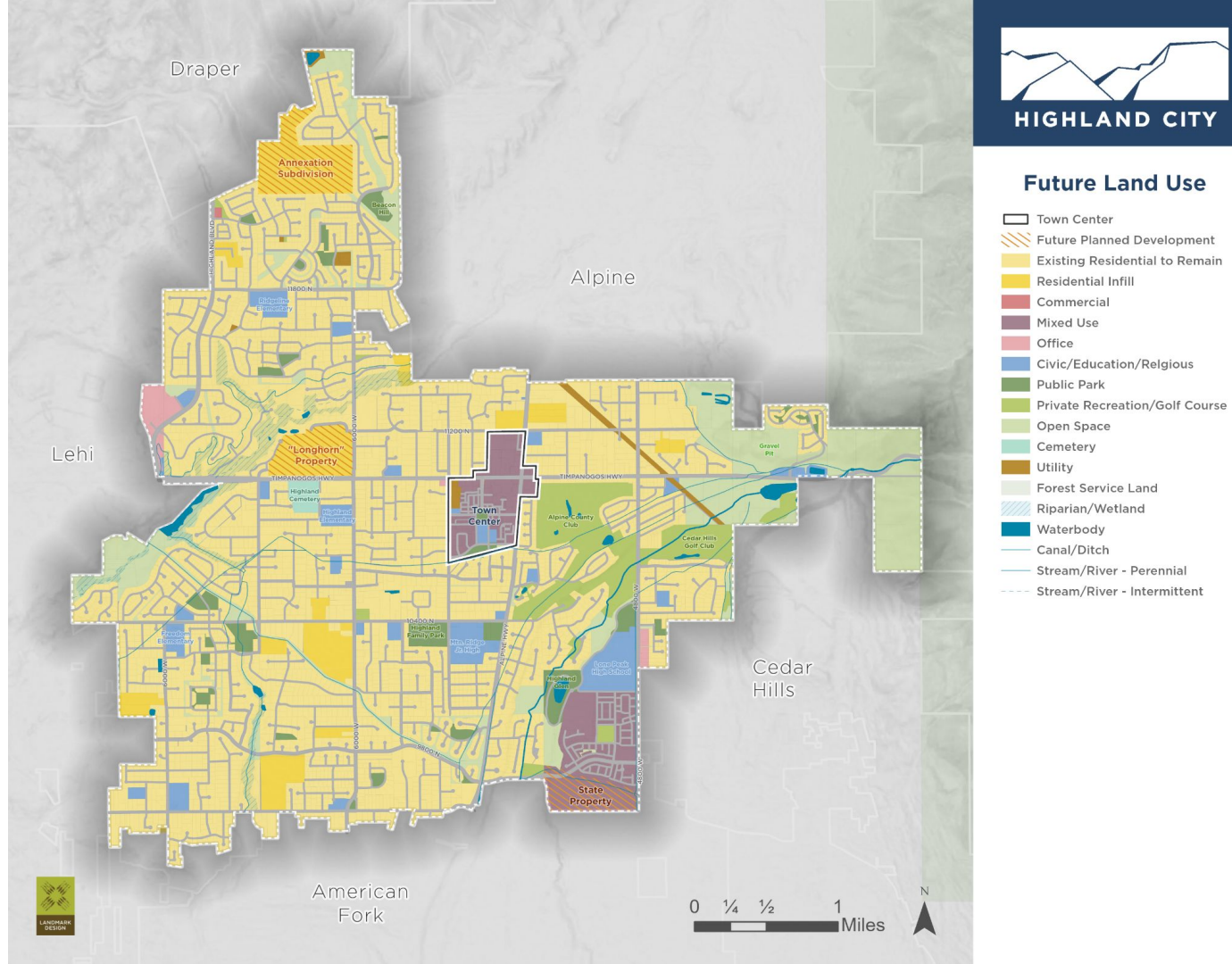
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# **FUTURE LAND USE CHECK-IN**

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Any  
feedback?





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# WHAT WE HEARD LAST TIME

(Housing & Public Services)

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## TAKEAWAYS/IDEAS

### **Moderate Income Housing (MIH)**

- Continue implementing the City's three current MIH strategies (making progress).

### **Public Facilities**

- Library expansion, Community Center, or combination (a space for recreation, Arts Council, museum, gathering, etc.)
    - The City-owned property adjacent to City Hall could be a good option.
    - Could explore a book share/co-op model with neighboring cities.
  - Make use of the Gravel Pit (future park/open space?). Will explore today.
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# TAKEAWAYS/IDEAS

## Public Facilities (continued)

- Explore other co-op models/public-private partnerships to provide desired services and/or facilities.
    - Could work with waste services to provide green waste and glass recycling.
  - NPS Visitor Center near the mouth of the canyon.
  - Complete sidewalks and safer crossings (especially Timpanogos Highway)
  - In general, more connections to the Murdock Trail (will be discussed today).
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# **PARKS, TRAILS, & OPEN SPACE**

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## CHAPTER PURPOSE

To ensure Highland's parks, trails, and open spaces **continue to meet the needs** of current and future residents. It is a guide for the **acquisition, development, and maintenance** of these essential community assets over the next 10 years and beyond.

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# DISCUSSION QUESTIONS

- 1. What is Highland's vision for current and future parks?**
    - Adding additional parks can help maintain LOS.
    - Adding additional parks can help fill service area gaps.
    - More parks = maintenance \$\$\$
  - 2. Are there any types of parks or specific amenities you think the City should add or expand?**
  - 3. Would Highland benefit from Park Standards?** (A document that outlines a coordinated and comprehensive park design and development framework)
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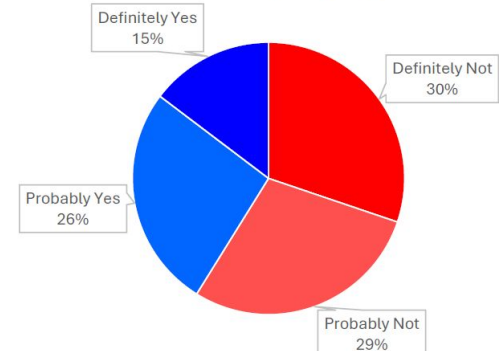


# COMMUNITY INSIGHTS

Resident satisfaction with parks has increased, going from **74% to 87% in two years**. However, **only 41% of residents** would support a property tax increase for new trails and maintenance.



New trail construction and ongoing maintenance?





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## COMMUNITY INSIGHTS

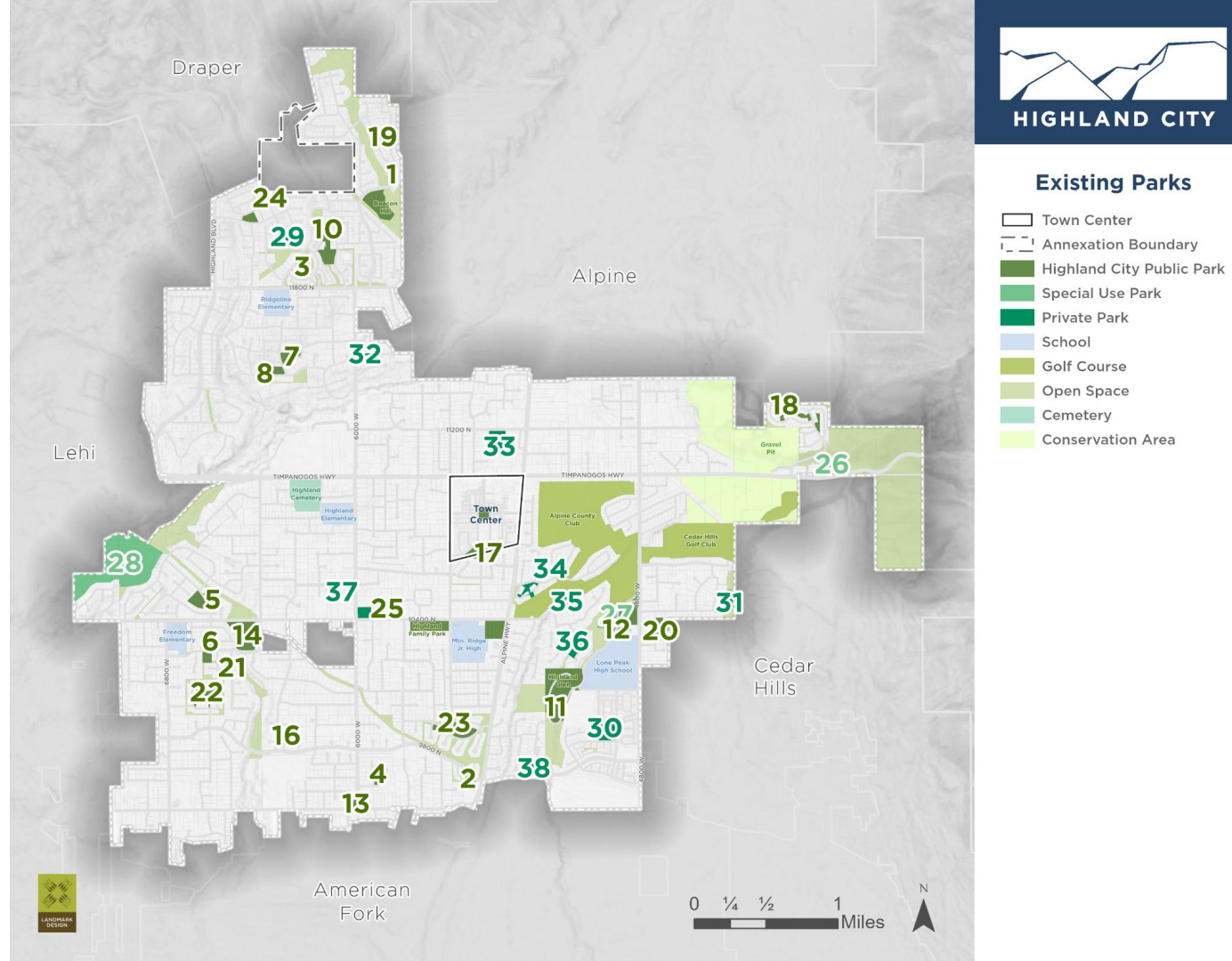
- **Preserve Open Space:** Strong desire to preserve Highland's small-town feel, large lots, and open spaces.
  - **Quality over Quantity:** Preference for fewer, larger parks instead of many small ones.
  - **Maintenance First:** The top priority is maintaining and upgrading existing parks before building new ones.
  - **Connectivity:** Residents want more trails, sidewalks, and better connections to community destinations (parks, Town Center, neighborhoods, etc.).
  - **Strategic Growth:** New parks should be placed in more populated areas to serve more people.
  - **Amenity Requests:** swimming pool, bocce ball, pickleball courts, and a Rec/Community Center.
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# Existing Parks Inventory

Highland has:

- **28** public parks *(includes Canyon Oaks campground, Highland Glen Bike Park, and Highland Hollow Trails Park)*
- **10** private or quasi-public parks





# Existing Parks Inventory

- Classifications were refined to align more closely with **Highland's current character** and **contemporary classification standards**:
  - Mini Park
  - Neighborhood Park
  - Community Park
  - Special Use
  - Private

#	PARK NAME	ADDRESS	ACRES	CLASSIFICATION
1	Beacon Hills	5959 W Beacon Hill Boulevard	9.28	Neighborhood Park
2	Apple Blossom	5520 West Canal Boulevard	0.99	Mini Park
3	Argo Circle	6190 Argo Circle	1.15	Mini Park
4	Canterbury Circle	5920 West 9740 North	2.67	Mini Park
5	Canterbury North	10500 Canterbury Lane	7.42	Neighborhood Park
6	Canterbury South	9721 N 5920 W	1.35	Mini Park
7	Dry Creek East	11590 Lone Rock Road	2.73	Mini Park
8	Dry Creek West	6380 Bull River Road	3.44	Neighborhood Park
9	Heritage		6.21	Neighborhood Park
10	Highland Hills North	12020 N Ithica Drive	6.79	Neighborhood Park
11	Highland Glen	4800 West Knight Avenue	26.88	Community Park
12	Lone Peak Fields	10189 North 4800 West	9.22	Neighborhood Park
13	Merlin B. Larson	9600 North 6000 West	1.89	Mini Park
14	Mitchell Hollow	6400 West 10250 North	11.26	Community Park
15	Town Center Splash Pad	10800 North 5400 West	2.02	Mini Park
16	Spring Creek	9900 North Mountain View Drive	2.24	Mini Park
17	Town Center Meadows	5400 West 10700 North	6.41	Neighborhood Park
18	View Pointe (3 smaller park segments)	4040 N View Pointe Drive	3.53	Mini Park
19	Twin Bridges	12440 Wildflower Lane	0.79	Mini Park
20	Wild Rose	10340 North 4370 West	2.72	Mini Park
21	Wimbledon North	6615 West 10250 North	1.83	Mini Park
22	Wimbledon South	10120 North 6580 West	4.19	Neighborhood Park
23	Windsor Meadows	5600 West 9970 North	4.85	Neighborhood Park
24	Skye Estates	6479 W Carrick Way	1.94	Mini Park
25	Highland Family Park	5525 W 10400 N	7.17	Community Park
26	Canyon Oaks Campground	4000 W 11000 N	1.7	Special Use
27	Highland Glen Bike Park		2.9	Special Use
28	Highland Hollow Trails Park		50.25	Special Use
29	Hanover Way Common Area		0.28	Private Park
30	Ridgeview Private Park	4642 Elmfield Wy	4.8	Private Park
31	The Highlands Common Area		2.13	Private Park
32	Oakview HOA Park	5943 W Oakview Dr	0.84	Private Park
33	11200 N Park (LDS Owned)	5335 W 11200 N	5.38	Private Park
34	Cottages on the Green Private Park		2.12	Private Park
35	Hidden Oaks Private Park 1		3.68	Private Park
36	Hidden Oaks Private Park 2		3.31	Private Park
37	Strasburg Park (LDS Owned)	5998 W 10400 N	3.47	Private Park
38	Pheasant Hollow Common Area	9822 N Pheasant Dr	4.38	Private Park



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13

mini parks

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## PARK CLASSIFICATIONS

**Mini (or Pocket) Parks** (<3 acres) serve nearby neighborhoods (¼-mile radius) with limited amenities like small playgrounds and open grass areas.

1. View Pointe – 3.53 acres (composed of 3 smaller segments)
2. Dry Creek East – 2.73 acres
3. Wild Rose – 2.72 acres
4. Canterbury Circle – 2.67 acres
5. Spring Creek – 2.24 acres
6. Splash Pad – 2.02 acres
7. Skye Estates – 1.94 acres
8. Merlin B. Larson – 1.89 acres
9. Wimbledon North – 1.83 acres
10. Canterbury South – 1.35 acres
11. Argo Circle – 1.15 acres
12. Apple Blossom – 0.99 acres
13. Twin Bridges – 0.79 acres

**Total Acreage: 25.85 acres**

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# 9

## neighborhood parks

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# PARK CLASSIFICATIONS

**Neighborhood Parks** (3–10 acres) are the core of the park system, offering space for unstructured play, limited active use, and passive recreation.

1. Beacon Hills – 9.28 acres
2. Lone Peak Fields – 9.22 acres
3. Canterbury North – 7.42 acres
4. Highland Hills North – 6.79 acres
5. Town Center Meadows – 6.41 acres
6. Heritage Park – 6.21 acres
7. Windsor Meadows – 4.85 acres
8. Wimbleton South – 4.19 acres
9. Dry Creek West – 3.44 acres

**Total Acreage: 57.81 acres**

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3

community  
parks

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## PARK CLASSIFICATIONS

**Community Parks (can also serve regional needs)** Community parks (10–40 acres) support organized sports and recreation, with amenities like fields, trails, and picnic areas. They typically serve residents within a 1-mile radius.

1. Highland Glen – 26.88 acres
2. Mitchell Hollow – 11.26 acres
3. Highland Family Park – 7.17 acres (9.85 acres undeveloped)

**Total Acreage: 45.31 acres**

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# 3

special use  
parks

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## PARK CLASSIFICATIONS

**Special use** Generally are single-purpose recreation sites (e.g., arenas, community gardens, bike parks, etc.). They may stand alone or be part of another park type. No standard size; depends on the specific use.

1. Highland Hollow Trails Park - 50.3 acres
2. Highland Glen Bike Park – 2.9 acres
3. Canyon Oaks Campground – 1.7 acres

**Total Acreage: 54.9 acres**

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# PARK CLASSIFICATIONS

## **Private or Quasi-Public Parks (usually part of a subdivision or HOA)**

1. 11200 N Park (LDS Owned) – 5.38 acres
2. Ridgeview Private Park – 4.80 acres
3. Pheasant Hollow Common Area – 4.38 acres
4. Hidden Oaks Private Park 1 – 3.68 acres
5. Strasburg Park (LDS Owned) – 3.47 acres
6. Hidden Oaks Private Park 2 – 3.31 acres
7. The Highlands Common Area – 2.13 acres
8. Cottages on the Green Private Park – 2.12 acres
9. Oakview HOA Park – 0.84 acres
10. Hanover Way Common Area – 0.28 acres

**Total Acreage: 30.39 acres**

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## PARKS & OPEN SPACE SUMMARY

13

mini parks

9

neighborhood  
parks

3

community  
parks

3

special use  
parks

25

parks  
(used for LOS, excludes  
special use)

129

acres  
(used for LOS)

436

acres  
open space

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## CURRENT LEVEL OF SERVICE (LOS)

Ratio: Existing Park Acres/(2025 Population/1,000)



COMMUNITY	LOS
Highland	6.1
Springville City	5.1
Mapleton City	4.9
Provo	4.8
Bluffdale City	4.5
Spanish Fork	4.7
South Jordan	4.4
Salem	4.3
Farmington	4.2
Sandy	3.8
Draper	3.7
Saratoga Springs	3.7
Lehi	3.6
West Jordan	2.9
Orem	2.8



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## FUTURE LEVEL OF SERVICE (LOS)

Ratio: Existing Park Acres/(24,446 2050 TAZ Population Estimate/1,000)

- If no additional park acreage was added.





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## FUTURE LEVEL OF SERVICE (LOS)

Ratio: Park Acres/(24,446 2050 TAZ Population Estimate/1,000)

- To maintain, the City could add 19 acres (note that there are 9.85 undeveloped/developing acres at Highland Family Park)



6.6

The infographic consists of two blue circles. The left circle contains the number '6.6' in large white font, with the text '(park acres per 1,000 people)' in smaller white font below it. The right circle contains the number '22' in large white font, with the text 'acres' in smaller white font below it, and '(needed to maintain the same LOS by 2050)' in even smaller white font at the bottom.

(park acres per 1,000  
people)

22

acres

(needed to maintain the  
same LOS by 2050)

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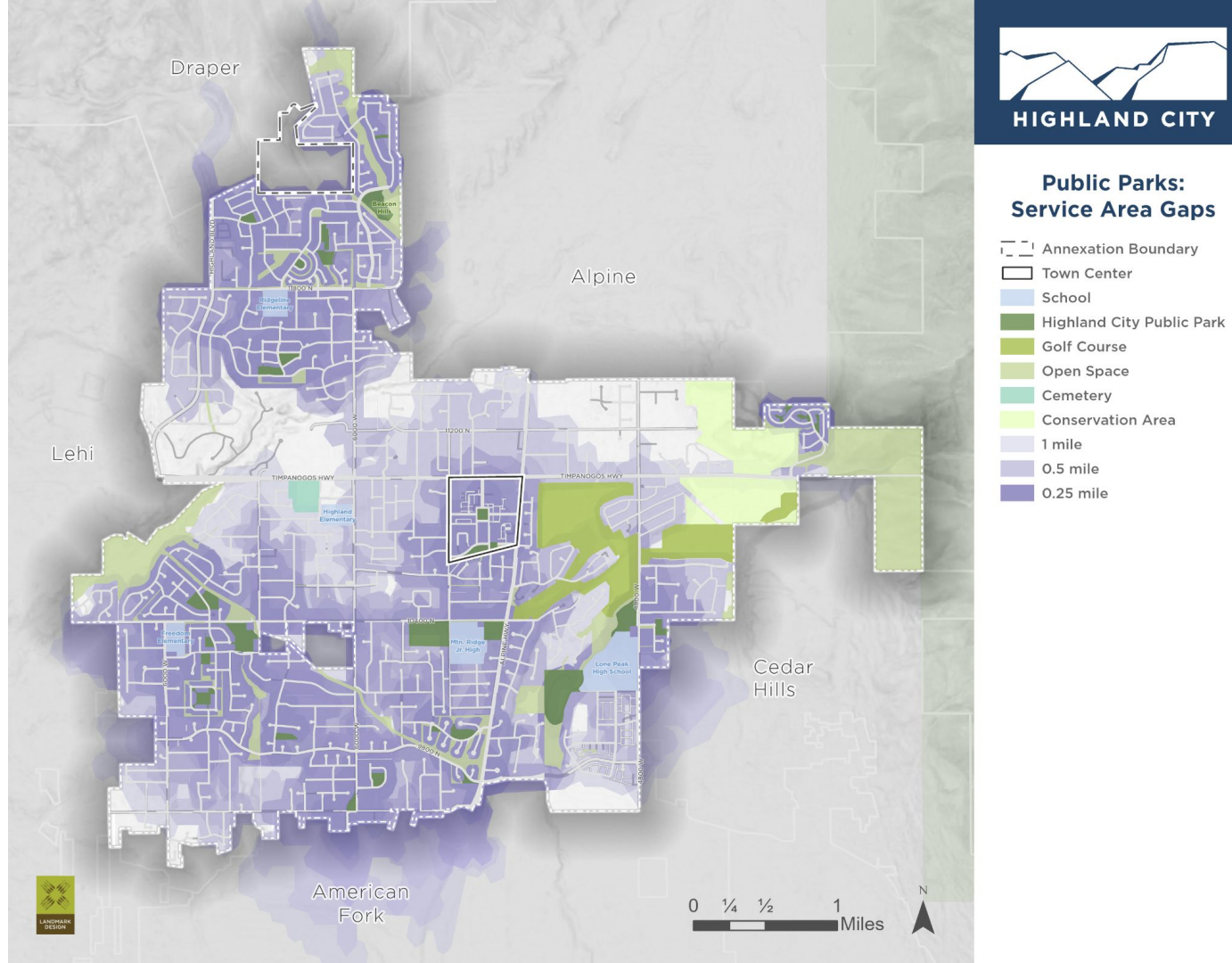


# Service Area Gaps

## Just Public Parks:

This map shows “gaps” or areas within Highland where public parks are less accessible (based on existing roads & distance):

- 1 mile
- .5 mile
- .25 mile

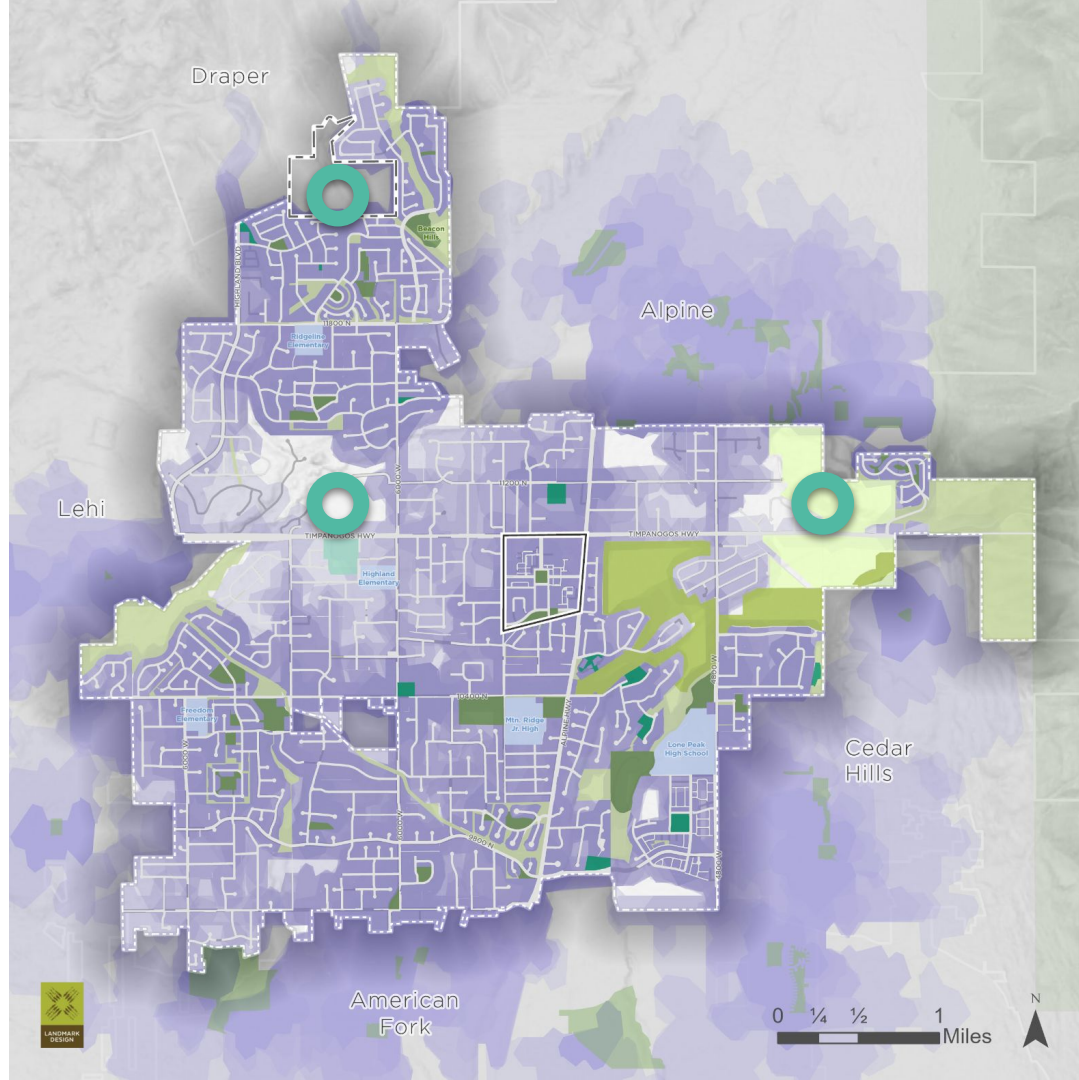




# Service Area Gaps

**All Parks:** This map shows “gaps” remaining after private parks and neighboring parks are included in the analysis.

 **Future park opportunity?**



## All Parks: Service Area Gaps

- Annexation Boundary
- Town Center
- School
- Private Recreation
- Highland City Public Park
- Golf Course
- Open Space
- Cemetery
- Conservation Area
- Neighboring Parks
- 0.25 mile
- 0.5 mile
- 1 mile



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# DISCUSSION QUESTIONS

- 1. What is Highland's vision for current and future parks?**
    - Adding additional parks can help maintain LOS.
    - Adding additional parks can help fill service area gaps.
    - More parks = maintenance \$\$\$
  - 2. Are there any types of parks or specific amenities you think the City should add or expand?**
  - 3. Would Highland benefit from Park Standards?** (A document that outlines a coordinated and comprehensive park design and development framework)
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# TRAILS

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## DISCUSSION QUESTIONS

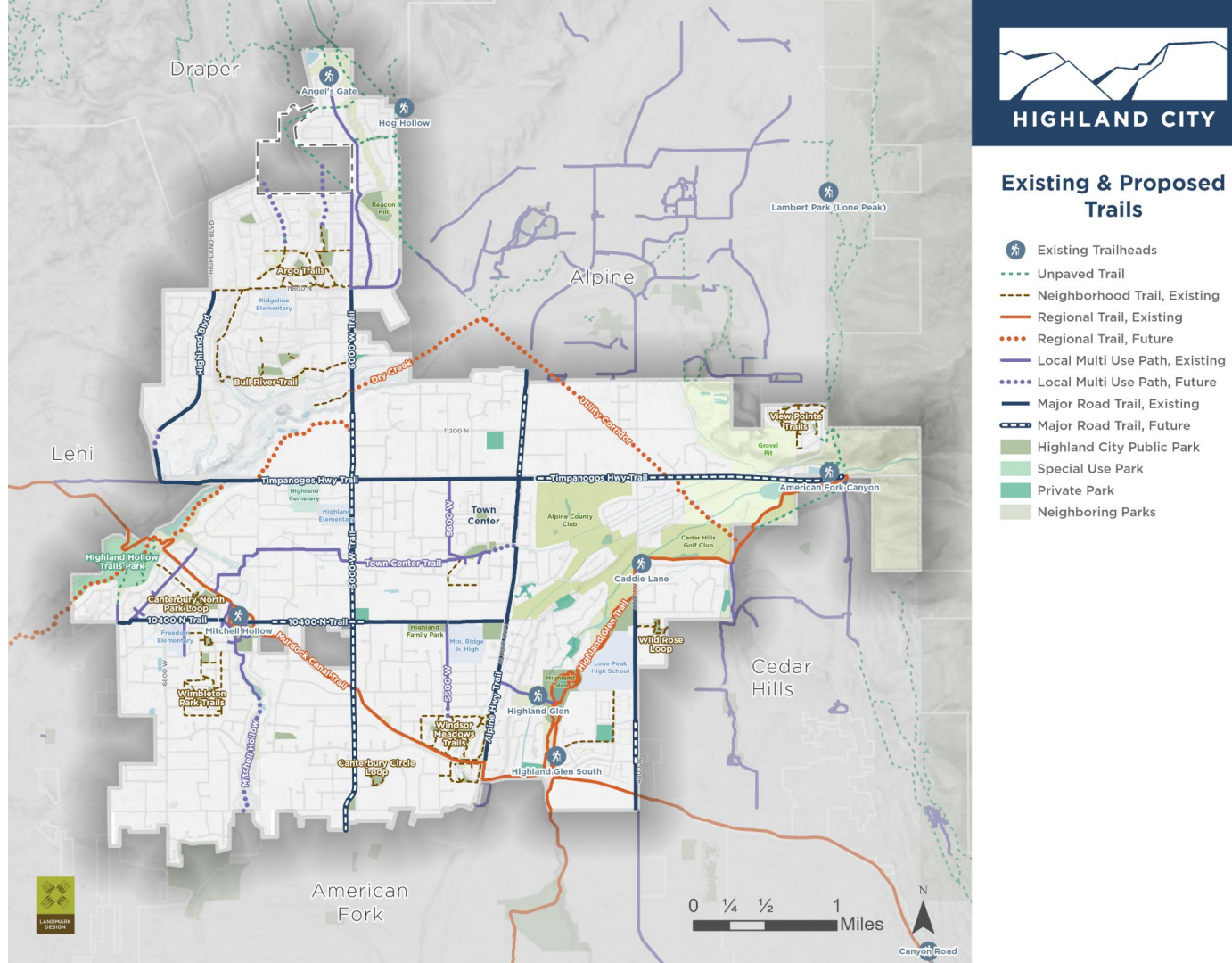
1. What is Highland's vision for current and future trails?
  2. Where would the City like to focus providing connections to/from?
    - Completion of missing segments
    - Improving the roadway network
    - Expansion of recreational routes
-



# Existing & Future Trails

## Trail Classifications:

- Unpaved Trails (*mostly Highland Hollow*)
- Neighborhood Trails
- Regional Trails
- Local Multi-Use Paths
- Major Road Trails

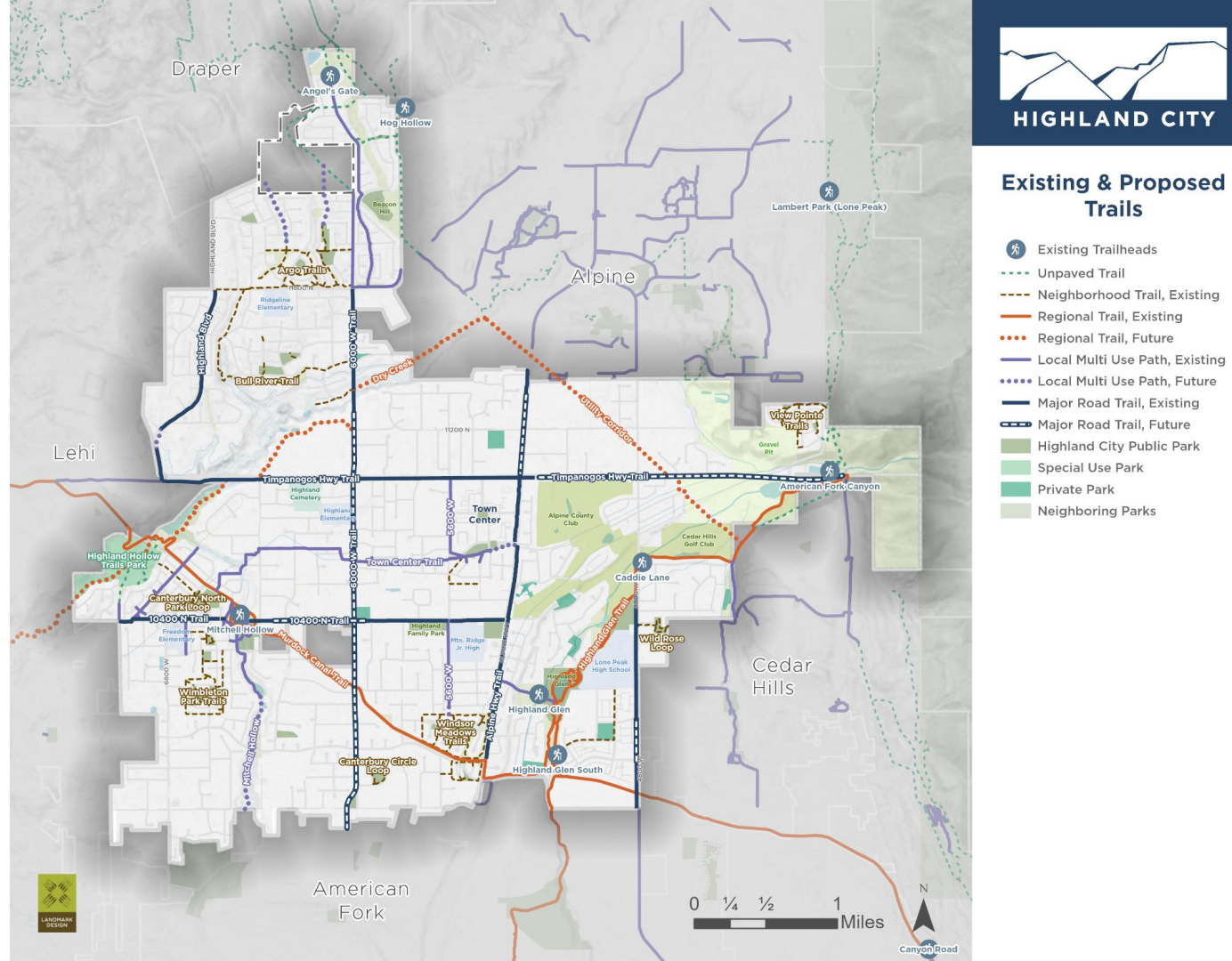




# Existing & Future Trails

## Total Mileage

- Existing: 36.14 miles
- Future: 9.98 miles





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## DISCUSSION QUESTIONS

1. What is Highland's vision for current and future trails?
  2. Where would the City like to focus providing connections to/from?
    - Completion of missing segments
    - Improving the roadway network
    - Expansion of recreational routes
-



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# Thank You!

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