



HIGHLAND CITY

HIGHLAND CITY COUNCIL MINUTES

Tuesday, March 3, 2026

Approved March 24, 2026

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

6:00 PM REGULAR SESSION

Call to Order: Mayor Brittney P. Bills

Invocation: Council Member Doug Cortney

Pledge of Allegiance: Council Member Scott L. Smith

Respect Statement: Mayor Brittney P. Bills

The meeting was called to order by Mayor Brittney P. Bills as a regular session at 6:04 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 Doug Cortney and those in attendance were led in the Pledge of Allegiance by Council Member Scott L. Smith. Mayor Brittney P. Bills read the respect statement.

PRESIDING: Mayor Brittney P. Bills

COUNCIL MEMBERS:

Ron Campbell	Present
Doug Cortney	Present
Liz Rice	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, Assistant Public Works Director Jeff Murdoch, Water Superintendent David Griffin, Pressurized Irrigation Superintendent Tayson Arnoldsen

OTHERS PRESENT: Jon Hart, Taylor Cutler, Josh Cutler, Chad Broadhead, Alexandra Gruenewald, Shianne Healey, CJ Healey, Scott Peterson, Howard Bangerter, Ernie John, Angie Tanner, Tavis Timothy, Debra Maughan, Sherry Kramer, Jenni Brinkerhoff, Wesley Warren, Abby Loosle, John Anderson, Rob Crawley, Jo Lambert

1. UNSCHEDULED PUBLIC APPEARANCES

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

Alexandra Gruenewald highlighted pressing safety concerns related to the intersection of Canal Boulevard and 6180 West. She provided the Council with information detailed in a 2023 traffic study focused on Canal Boulevard. This study recommended specific interventions for their intersection, such as implementing bulb-

outs and other pedestrian safety measures. Despite these recommendations, the necessary changes have yet to be put in place. She emphasized that these safety issues have been a significant concern within the community, as residents have been vocal about the dangers at this intersection for over four years. She explained that the study's findings indicate a heightened need for safety interventions, particularly due to the high number of pedestrians, including many children, who use this intersection daily to commute to school, church, and friends' houses. She referenced emails sent to each Council Member with a portion of the 2023 traffic study, which outlined several unaddressed recommendations specifically meant to improve pedestrian safety at the 6180 West intersection. These included the addition of bulb-outs and center islands, as well as landscaping measures designed for traffic calming and improved pedestrian safety. While some sections of Canal Boulevard have seen the installation of safety measures, such as bulb-outs and safe crossings at other intersections, the most residential stretch, including her intersection, remains unchanged. Residents of the area have even gone as far as offering to financially contribute to the implementation of safety measures, underscoring the community's willingness and urgency to see improvements made. She reiterated the need for prioritizing this intersection to prevent potential accidents and ensure the safety of all its users.

Taylor Cutler echoed Ms. Gruenewald's safety concerns, emphasizing the dangers experienced when crossing with children. Taylor described their recent experience crossing the road, highlighting visibility issues that arise from the curves and the setting sun. During a Friday evening crossing with her children, Taylor noted that while initially, there were no cars visible, as they approached the middle of the road, vehicles appeared rapidly from around the curves. This created a hazardous situation, as one of the cars did not yield and only slowed slightly before proceeding past them once they were barely out of the way. The issue of poor visibility was further compounded by the sun's position during sunset, which made it difficult for drivers to see pedestrians clearly as they approached the intersection, underscoring the pressing need for additional safety measures like a four-way stop.

Howard Bangerter discussed water that flows through his property to Highland Glen Park via the ditch. He expressed concerns about the City's plan to deliver water through the pressurized irrigation system instead of the ditch, noting that this would affect trees and vegetation watered by the ditch and would require him to spend thousands of dollars to modify his irrigation system.

Jenni Brinkerhoff commented on the same traffic safety issues as Ms. Gruenewald and Ms. Cutler, sharing experiences about near-misses with drivers, which highlighted the urgent need for action. She noted that her children have had some near misses at the intersection of Canal Boulevard and 6180 West, particularly with distracted drivers. She emphasized the importance of addressing the safety concerns at this intersection, as it's frequently used by children each day. She urged the Council to consider additional safety measures, such as stop signs or speed bumps, to ensure the children and other pedestrians can cross safely.

Angie Tanner expressed her concerns about the growing traffic issues related to the broader traffic management and safety problems along Canal Boulevard. She cited the significant increase in traffic volume since the opening of Canal and the new park, noting the challenges faced by her HOA, which borders the highway. Angie detailed the change in traffic from 3,000 cars when her neighborhood was first developed to over 16,000 currently, bringing noise and constant traffic issues. She inquired about the city's plans to handle the road reaching full capacity as projected in traffic proposals and emphasized the community's urgent need for improvements to manage this growth. Angie expressed the sentiment that older residential areas like hers feel the brunt of increased traffic, resulting in detrimental effects on their quality of life.

Shianne Healey echoed similar concerns about the intersection of Canal Boulevard and 6180 West raised by other residents. She emphasized that there has been a noticeable increase in traffic over the past five years, which has exacerbated the issues related to speeding and distracted driving. Ms. Healey described how her four children frequently cross this intersection multiple times a day, increasing her worry about their safety. She highlighted that the highest traffic volumes and instances of distracted driving typically occur in the morning and afternoon,

coinciding with school commuting hours. Additionally, she pointed out that despite the presence of a crosswalk sign, the intersection lacks actual painted lines, which further compromises pedestrian safety. She stressed the community's urgent need for effective interventions beyond just painted lines, to ensure the welfare of pedestrians, especially the youth who navigate this busy intersection daily.

CJ Healey echoed the sentiments of other residents regarding the pressing need for additional safety measures at Canal Boulevard and 6180 West, to ensure the community's welfare. Mr. Healey recounted a recent incident involving his six-year-old, who was learning to ride a bike in their cul-de-sac. During the lesson, his child inadvertently rode about ten feet into Canal Boulevard. A car, traveling approximately 50 miles per hour, swerved outside of its lane, onto the south side, without slowing down. This highlighted the hazardous conditions on the road. He argued that measures such as stop signs or lights could be beneficial and emphasized the urgency of implementing appropriate interventions. With large fields nearby that are expected to be developed in the future, the increase in traffic will only add to these problems, making it crucial to address the safety issues sooner rather than later. He expressed gratitude for the Police Chief's efforts in increasing police presence in the area and acknowledged the importance of taking proactive measures to address the traffic concerns affecting the community.

Abby Loosle expressed specific concerns about the speed and unpredictable behavior of drivers on Canal Boulevard. She explained that she lives on the eastern side, near a dip in the road leading into newer developments, which contributes to vehicles traveling too quickly through the area. She highlighted that late at night, she often hears cars racing down the road at speeds around 60 miles per hour, creating hazardous conditions due to the sharp corner that forces vehicles to skid across as they navigate. She reported frequent instances of aggressive driving behavior, such as being nearly rear-ended daily as drivers fail to anticipate her slowing down to turn onto Mountain View Drive. These drivers often veer left to overtake her without any justification, which is illegal and increases the danger. Her concerns were compounded by the fact that there are no barriers or fences to protect children from wandering onto this fast-moving road, making it treacherous for her and other families with small children. She noted she actively avoids walking along Canal Boulevard with her family due to the reckless vehicle speeds and unpredictable driver conduct. She strongly urged for interventions such as stop signs or speed bumps to significantly improve safety conditions in this part of the City before an unfortunate accident occurs.

City Administrator Wells noted that the issue of traffic and safety improvements on Canal Boulevard will be briefly discussed later this evening as well as during a March 24th workshop regarding the topic.

Scott Peterson supported the general sentiment of discussion regarding traffic on Canal Boulevard, expressing appreciation for the increased police presence as a positive development since the road connected to Lehi. He noted that Lone Peak Police Department has been actively pulling over speeders, which has helped. However, Scott shared a different perspective as he lives half a block from the intersection, highlighting concerns about air quality. He mentioned that speed bumps and stop signs might adversely affect air quality due to the slowing and accelerating of traffic. Despite not having children crossing there regularly, Scott emphasized the need to keep traffic "even keel" for the safety and well-being of the community. He suggested that the installation of something akin to a cement divider, as seen between 6000 West and the highway, might avoid some negative impacts while helping control traffic effectively.

2. PRESENTATIONS

a. Aspen Peaks School District Update

School Board Member, Nicki Brammer, will provide an update on the Aspen Peaks School District.

School Board Member Nicki Brammer provided a comprehensive update on the new Aspen Peaks School District's progress since being sworn in at the end of November. The district has been allocated \$60 per student

for their first-year budget, totaling approximately \$2 million. They successfully hired Dr. Joel Perkins as superintendent after a community-involved selection process that included over 70 community representatives scoring applications.

The district is in the process of hiring a business administrator and has established a semi-permanent office in American Fork. Board Member Brammer also announced the formation of the Aspen Peaks Foundation as a nonprofit fundraising arm and mentioned upcoming boundary studies, including the "mother of all boundaries studies" (MOAB) to address enrollment imbalances between schools like Mountain Ridge Junior High (980 students) and American Fork Junior High (1800 students).

Council Member Rice asked about boundary work and school populations, expressing interest in joining the foundation board. Other council members praised the significant work accomplished in such a short timeframe.

b. Planning Commission Priority Presentation

Chris Howden, Planning Commission Chair, will present the priorities discussed at the Planning Commission to the Council for their future consideration.

Planning Commission Chair Chris Howden presented a list of priorities the Commission would like to work on, explaining their desire to be more proactive rather than merely reactive. The priorities included: ADUs, trail signage, city branding, setback consistency across zones, height regulations across zones, zone overlay language, downlights/energy conservation lighting, road audits, bike lane standards, chamber of commerce business encouragement, and fence standards.

Mr. Howden emphasized that the Planning Commission has capable volunteers willing to invest significant time in these projects and requested feedback from the Council on prioritization. Council Member Smith asked specifically about fence standards, noting the city has debated fencing extensively over the years.

Mayor Bills proposed that the staff distribute the priority list formulated by the Planning Commission to the City Council members via email. This would allow Council Members to rank the priorities similar to the method used during the budget priority process, ensuring that the Planning Commission's efforts align with the Council's goals. Additionally, Mayor Bills emphasized the importance of clarity regarding the distinct roles of the Planning Commission and the City Council to ensure efficient collaboration and understanding of responsibilities. She asked for input from City Attorney/Planning & Zoning Administrator Patterson regarding the roles of the City Council and Planning Commission. Mr. Patterson described the Planning Commission's primary focus areas: land use matters, general plan development, and zoning laws. He explained that while the Planning Commission has a significant role in shaping the general plan, which impacts various aspects of the City's long-term growth and sustainability, the City Council ultimately makes decisions related to budget allocations and specific project implementations based on those plans. Mr. Patterson noted that each body plays a crucial and complementary part in the City's development process. The Planning Commission is tasked with forward-thinking proposals and policies regarding land use, while the City Council applies a broader lens, considering these plans' implications on budget and resource allocation. Such coordination is essential in maintaining a streamlined approach to city governance.

c. Pressurized Irrigation Water Report

Tavis Timothy, contract engineer, and Ernie John, North Utah County Water Coordinator, will provide an update on the current pressurized irrigation water projections for this year.

Ernie John, North Utah County Water Coordinator, provided an update on water conditions. The area is currently in a La Nina weather pattern, with snowpack at concerning levels - Snowbird at 54% of median peak and Timpanogos Divide at 63%. The American Fork River is running well below normal, with recent readings actually beating historic lows. He explained that the lack of mid-level snow (below 8,000 feet) means runoff

won't begin until mid-May, creating challenges for the irrigation season. He discussed the possibility of delaying system startup but noted this might not provide meaningful conservation benefits. The presentation emphasized the need for continued water conservation efforts despite "conservation fatigue" among residents.

Council members asked a range of questions during the presentations on water conditions and pressurized irrigation; Council Member Smith inquired about the possibility of delay in the irrigation system startup and expressed optimism for improved water conditions over the following months. Mr. John expressed skepticism, emphasizing current low snowpack levels and indicating the National Weather Service forecast still anticipated an abnormally dry period. However, he acknowledged historical precedents for sudden beneficial changes in weather patterns, albeit with low probability. He expressed caution in delaying irrigation system startup, noting that any such delay in the past did not significantly conserve water overall.

Council Member Campbell asked about the implications of the new water metering for conservation goals and whether it would lead to automatic water conservation due to metered usage. Mr. John responded that American Fork had experienced only minimal conservation impact from transitioning to metered systems. Implementation of a tiered system was being recommended in conjunction with initial educational efforts to drive conservation through better consumer water use awareness.

Council Member Rice expressed concerns over current water usage levels and sought clarification on effective strategies for engaging residents regarding conservation, including whether open houses would be an effective approach. Mr. John stressed education as a key strategy for water conservation. He mentioned plans for more proactive educational outreach this year, including invitations for personal consultations to review individual water usage and discuss impactful conservation strategies.

Council Member Rodela questioned whether using resources like consultants or grants would be necessary for the implementation of a tiered rate system, referencing Cedar Hills' collaboration with the Division of Water Rights for comparison. Mr. John acknowledged the potential benefit of seeking grants to aid in the setup and optimization of tiered rate systems. He remarked on current collaboration with financial consultants but signaled openness to leveraging grants and available state resources for the transition.

Tavis Timothy, Contract Engineer, provided a detailed overview of Highland City's pressurized irrigation (PI) system. He discussed its history, sources of water including wells, the Murdoch Canal, and American Fork River, and highlighted the city's increasing reliance on additional water sources since 2018 to meet growing demand. Mr. Timothy presented historical data on water usage, showing patterns and conservation impacts over the years. He also outlined conservation strategies and potential reductions, emphasizing the benefits of maintaining healthy irrigation practices to alleviate system stress and reduce municipal costs. His presentation showed a decrease in application rates over recent drought years due to conservation efforts and the potential water savings over the upcoming year with strategic restrictions.

Additional queries focused on effective avenues for engaging residents, encouraging conservation, and exploring available support for educational and preparatory efforts preempting wider implementation of metered rate structures.

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

February 17, 2026

b. Ratification of Large Purchases *General City Management*
David Mortensen, Finance Director

The City Council will consider and ratify large purchases made during the month of January 2026.

Council Member Liz Rice MOVED that the City Council approve consent item 2a, the approval of meeting minutes from February 17, 2026, and item 2b, Ratification of Large Purchases.

Council Member Liz Rodela SECONDED the motion.

Council Member Doug Cortney sought unanimous consent to amend the motion to include the amendments to the minutes that were submitted to City Recorder Cottle in advance of the meeting. All were in favor.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</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

4. ACTION ITEMS

a. PUBLIC HEARING/ORDINANCE: Parkway Detail Side Yard Setbacks for Accessory Structures *Development Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will hold a public hearing to consider a text amendment proposed by John Armstrong, Highland City resident, to reduce the currently required side-yard setbacks for accessory structures near parkway details.

City Attorney/Planning & Zoning Administrator Patterson presented a text amendment requested by John Armstrong concerning setback requirements for accessory structures near parkway details. In his presentation, Patterson explained that due to the layout in newer subdivisions like Stony Brook, parkway details are situated within easements on private property rather than being dedicated City-owned right-of-way. This situation has led to additional setback requirements that result in accessory buildings potentially having to be situated further back than the main house, creating an inconsistency. Mr. Patterson noted that while historically, parkway details were included entirely within the City's right-of-way, recent developments are placing more of these details within private property easements. The proposed text amendment aimed to address this by clarifying the setback measurement, reducing redundancy caused by the current interpretation which requires a 20-foot setback not only from the property line but also from the parkway detail. This amendment was designed to align accessory structure setbacks with those of the main house, avoiding unnecessary restrictions on a homeowner's use of their property due to the presence of the easement.

Council Member Cortney asked a question regarding the possibility of double-front lots or cul-de-sac lots when considering changes to the side and rear lot lines abutting Parkway Details. This was in reference to an email sent by Mr. Cortney prior to the meeting, which proposed including rear lot lines in the discussion about setbacks, suggesting that any proposed amendment should address both side and rear lot line setbacks. Mr. Patterson indicated that staff would not have any concerns with also applying the setback requirements from streets and parkway details to rear lot lines that abut these features.

The applicant, John Armstrong, argued for consistency with structures built across the street and requested a common-

sense application of setback rules. He explained that the current language in the code indicates that setbacks should not be additive, suggesting a need for clarity in the code's practical application. His contention revolved around the fact that the home itself could be built as close to the fence line as the existing structures across the street, and it seemed illogical that an accessory structure should be subjected to a different standard. He highlighted the inconsistency where his home, which is currently under construction, could adhere more narrowly to setbacks than any additional structures like sheds or garages. He underscored a desire for the City to apply setback regulations in a manner that doesn't disproportionately penalize homeowners due to the peculiar arrangement of parkway details within easements, which ultimately limits the usable portion of their land considerably more than planned developments where parkway land is deeded to the public right-of-way. Mr. Armstrong concluded by emphasizing the importance of practical ways to pull things like utility trailers behind fences instead of being openly parked, arguing this type of flexibility not only benefits individual homeowners but aligns with wider community interests in maintaining orderliness and aesthetics in residential areas.

Mayor Brittney P. Bills opened the public hearing at 7:54 p.m.

Chad Broadhead spoke in support of the proposed text amendment. He identified himself as a resident of Highland who also lives on Stony Brook and explained the practical issues being faced by homeowners in this area due to the current setback requirements. He noted that, under the existing ordinances, the main house can be set closer to the fence than an accessory building. He highlighted a situation from August 2021, where a permit for a house across the street was granted similarly, showcasing an inconsistency in how setbacks can be applied. He noted he is the builder of the house in question and emphasized the desire to have the same flexibility relative to accessory structures as was previously permitted, underscoring the fact that he and Mr. Armstrong are seeking equitable treatment in line with prior precedent within the neighborhood.

Planning Commissioner Wes Warren spoke in favor of the requested text amendment; he highlighted the importance of considering whether the amendment would uphold the purposes of setbacks, such as promoting safety and aesthetics. He noted that the setback for accessory buildings should be considered in the context of traffic, noise reduction, and overall visual impact. He expressed a belief that the proposed amendment aligns well with these underlying principles.

Planning Commissioner Debra Maughan raised concerns regarding property limitations, arguing that property owners should factor rules into their building plans. She had reservations about setting new precedents, particularly when it comes to loosening regulations that might inadvertently invite similar demands elsewhere, potentially leading to crowds of exemptions that challenge orderly urban design. Debra noted that the proposed building could seem oversized or visually intrusive when comprising a long line along the fence, referring to it as resembling an "extended wall."

Planning Commissioner Sherry Kramer shared Maughan's sentiment about the potential implications of changing setbacks. Kramer reflected on her initial vote and reevaluated her stance after visiting the property. She articulated that having a structure so close to the property line would look like a "big, long wall" and explained how this could affect future developments, especially if neighboring lots face the accessory building. The lack of variety in setbacks might be visually unsatisfactory, a point Kramer highlighted given possible build-outs in alignment with these decisions.

Mayor Brittney P. Bills closed the public hearing at 8:03 p.m.

Mr. Anderson reapproached and stated that he feels his accessory structure will enhance the aesthetics of the neighborhood as it will house items that would otherwise be stored outside.

Council Member Cortney expressed some understanding of the concerns about the potential visual impact of a 25-foot accessory building, noting that he was unsure how significantly the appearance would differ if the

building was pushed back by 10 feet. He mentioned trying to weigh these concerns against other meaningful factors that were being discussed. He highlighted the proposed amendments he distributed prior to the meeting, referred to as the proposed A-1 amendment. His proposal was focused on ensuring that if the Council was going to make a change to setback requirements for accessory structures, it should apply not only to side lot lines but also to rear lot lines abutting streets or parkway details. Essentially, he suggested applying the same setbacks consistently to avoid potential inconsistencies and account for lots that may have double-frontage or unique layouts with cul-de-sac boundaries.

Council Member Campbell expressed a strong inclination to accommodate property owners whenever possible, emphasizing his belief in safeguarding property rights. He noted that unless there's an overly significant negative impact on neighboring properties or it contradicts existing codes or zoning laws, he is generally in favor of granting homeowners the flexibility they seek. However, in this specific situation, he found himself unable to support it due to concerns regarding the existing ordinances and the potential precedence it might establish.

Council Member Rice shared her observations from visiting the property; the house is very beautiful, but she is concerned about the accessory building's size, which she believed was quite large at approximately 900 square feet. She also compared it to the structure across the street but was uncertain whether the proposed dimensions were similar. She mentioned reservations about potentially setting precedents by allowing significant deviations from existing ordinances. She stated she was still debating internally on the issue but noted her preference for consistency with zoning laws.

Council Member Rodela commented on the importance of adhering to the existing codes and ordinances. She emphasized that these codes are established for a reason, and there need to be compelling circumstances to justify changing them. She reflected on a prior decision early in her tenure where she had supported altering a code and how it had resulted in ongoing challenges. Such experiences underscored to her the value of maintaining consistency with code application.

Council Member Smith asked a question about the prevalence of situations where property lines include portions of Parkway detail. He noted that he was not aware that property lines were extending into the middle of the Parkway detail and wondered how he had missed this detail over the years. Mr. Patterson explained that in more recent developments, such as the Stony Brook subdivision, parkway details have begun to be placed within easements on private property rather than being included entirely in the city's right of way. This has become more common in recent years as developers seek to maximize lot sizes and the number of lots in their projects. Typically, parkway details were within dedicated City-owned right-of-way. Council Member Smith noted how previous variances he supported later created unforeseen challenges and emphasized the importance of predictable guidelines and fairness for all residents rather than granting fluctuating exceptions. He stated he is leaning towards voting against the text amendment.

Council Member Ron Campbell MOVED that City Council deny the proposed amendment modifying residential accessory structure setbacks from parkway details.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>No</i>
<i>Council Member Liz Rice</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 4:1

b. PUBLIC HEARING/ORDINANCE: Signs in Residential Professional (RP) Zone Development Code Update (Legislative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will hold a public hearing to consider options to amend the City's sign regulations related to the R-P (Residential Professional) zone.

City Attorney/Planning & Zoning Administrator Patterson presented options for allowing additional signage in the Residential Professional (RP) zone, focusing on the office building at the corner of Alpine Highway and Timpanogos Highway that currently lacks roadway signage. In his presentation, Patterson highlighted the challenges faced by businesses in the area due to existing signage restrictions. Currently, the RP zone permits only one monument sign per highway frontage, and no taller commercial center freestanding signs are allowed, limiting businesses' ability to effectively communicate their presence to passing drivers. Mr. Patterson outlined two main options for addressing this issue. Option one would allow for additional monument signs, six feet tall at most, by removing the limitation of one sign per highway frontage but instead imposing a restriction of one sign per business. This change would enable businesses like those in the office building to have their own monument signs to attract customers, while ensuring that existing signs for establishments like Wells Fargo and Intermountain Clinic are not duplicated. The Planning Commission favored this option because it maintains a lower visual profile and aligns with the intent of the RP zone, which is designed to serve as a buffer between commercial areas and residential zones. Option two proposed permitting taller commercial center freestanding signs, specifically in designated spaces set back from intersections and existing monument signs. While this option would provide enhanced visibility for businesses, increasing their reach, it was not favored by the Planning Commission. They felt that the taller signs would contradict the purpose of the RP zone by introducing a higher level of commercial visibility and intensity, potentially detracting from the residential character and aesthetics the zone aims to uphold.

Mayor Brittney P. Bills opened the public hearing at 8:26 p.m.

Wes Warren spoke in favor of the proposed changes, emphasizing that clear signage is crucial for safety. He pointed out that without adequate signage, drivers may be distracted trying to find businesses, increasing the risk of accidents. Warren supported Option 1, seeing it as a balanced approach that fulfills the need for business visibility without overwhelming the visual landscape.

Mayor Brittney P. Bills closed the public hearing at 8:27 p.m.

Council members weighed in on the proposals, with many expressing a need to support existing businesses and attract new ones to the area; the majority supported option one. Council Member Smith disclosed a potential conflict of interest related to his medical practice's previous interest in the building, though he noted that this interest had likely ended, and there is no real current conflict.

Council Member Liz Rice MOVED that City Council adopt the proposed amendment modifying monument sign regulations in the Residential Professional zone.

Council Member Doug Cortney SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</i>	<i>Yes</i>

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

The motion carried 5:0

c. ACTION: Chamber of Commerce Membership Consideration *General City Management*
Erin Wells, City Administrator

The City Council will consider the Highland Alpine Chamber of Commerce's proposal for Highland City to join as a municipal member of the Chamber.

City Administrator Erin Wells presented the Highland Alpine Chamber of Commerce's proposal for the City to join as a municipal member, highlighting the significant development and enthusiasm surrounding the chamber's formation. She noted that organization was formally organized on February 8 and she summarized the benefits the City could receive as a result of joining the Chamber, including Highland City having a seat on the Board of Directors. She stated that staff recommends consideration of a Memorandum of Understanding (MOU) to clarify things such as advertisement from the City, use of City facilities, exchange of information, participation in City events, signage, insurance, etc.

Chamber President Rob Crawley stated that the Chamber has already established a Board of Directors, with the Vice Chair being Jo Lambert, a Highland resident. He reported a highly positive response from local businesses, with 68 out of 70 businesses contacted showing interest in joining the Chamber. He noted that the two businesses that did not express interest were not inclined to join any chamber. He emphasized that he had not experienced such an overwhelmingly positive response to a community initiative before and credited Council Member Ron Campbell for originating the idea during his campaign for City Council. The Chamber has already lined up several events, including a March 26 luncheon at Pizza Pie Cafe and a grand opening on May 9 at Courage Reins, which is set to feature free items and raffles to promote community engagement. Mr. Crawley mentioned that the events aim to connect residents with local businesses, creating a greater awareness of local commerce options. He also described plans for a "Welcome Wagon" concept, reminiscent of old-fashioned neighborhood welcome committees that encourage supporting local businesses.

Council Member Rodela inquired about the other City's participation in the Highland Alpine Chamber of Commerce. Specifically, she asked about Alpine's involvement and whether they had already signed on. Mr. Crawley explained that while Alpine City had not yet formally signed on, discussions had been underway, and he was optimistic about their participation. Council Member Rodela also raised a question about potential conflicts of interest regarding City Council members' roles within the chamber, noting that Council Member Rice is on the board of the Chamber, which Highland was considering joining. She asked for clarification on whether there were any conflicts pertaining to the proposed chamber membership fees and benefits. City Attorney Patterson responded that there did not appear to be a conflict of interest based on the structure of the membership.

Council Member Smith reiterated the fiscal benefits of supporting local businesses to strengthen the City's revenue base, given that sales tax is a significant generator for the City's general fund. This led to high level discussion among the group about the benefits afforded to businesses, patrons, and the City by the Chamber of Commerce. Discussion concluded with a brief focus on the terms of a MOU that would govern the relationship between the City and the Chamber.

Council Member Doug Cortney MOVED that City Council authorize Highland City becoming a municipal trustee member of the Highland Alpine Chamber of Commerce conditioned upon agreement and execution of an MOU.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</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

Mayor Bills asked Mr. Crawley to work on drafting a MOU to formalize the City's membership with the Chamber; she advised Council Members to send any suggestions they have regarding important terms to include in the MOU to City Administration as soon as possible.

Council Member Doug Cortney MOVED that the City Council authorize a notice about the Chamber of Commerce in the newsletter prior to executing the MOU.

Council Member Scott L. Smith SECONDED the motion.

Council Member Cortney highlighted the importance of promoting the new Highland/Alpine Chamber of Commerce to the community as the Chamber had several upcoming events that would benefit residents and local businesses. He felt it appropriate to allow advertisement in the City newsletter even before the formal execution of a MOU with the Chamber. The Council discussed the recommendation and pending motion; Council Member Rodela expressed a preference to hold off on such actions until the membership agreement was finalized. However, recognizing the immediate benefit of publicizing upcoming Chamber activities such as the March 26 luncheon and May 9 grand opening, the Council saw the value in timely communication.

Council Member Doug Cortney sought unanimous consent to amend the motion to limit advertising to the April newsletter. All were in favor.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</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

d. RESOLUTION: Fee Schedule Update - Open Space Maintenance Agreements and Property Purchase General City Management

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will consider updating the Highland City Comprehensive Fee Schedule to add a processing fee for open space land sale applications and to increase the fee for processing maintenance agreement applications.

acknowledging that the processing of these applications involves significant staff time and resources. He also proposed establishing a new \$100 application fee for the sale of orphan parcels.

Council Member Smith argued for a lower fee for maintenance agreements, noting that residents performing maintenance agreements are beautifying city property at their own expense and such activities should be encouraged rather than charging higher fees.

Council Member Kim Rodela MOVED that City Council adopt a resolution to change the fee for maintenance agreements to \$50 and set the fee for the orphan parcel sales application to \$100.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</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. COMMUNICATION ITEMS

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

a. Emergency Preparedness

Liz Rice, Council Member

Council Member Rice provided an update on emergency preparedness efforts, answering Council Member Smith's question from a previous meeting regarding Utah's top disaster risks. She listed nine major threats including high magnitude earthquakes, severe wildfires, significant flooding, prolonged drought, landslides, severe winter storms, hazardous material incidents, ecological collapse due to Great Salt Lake shrinkage, and potential mine disasters. She emphasized ongoing work to develop website resources and educational materials, including efforts to work with Enbridge Gas on emergency shut-off procedures.

Council Member Smith brought up the topic of small nuclear reactors. He acknowledged the government's recent move of flying a nuclear reactor into Hill Air Force Base and forecasted the rise of small nuclear reactors as viable energy sources in response to increasing energy demand from companies, especially those driven by AI technologies. Council Member Smith recommended including the potential emergence of nuclear reactors among the considerations for risk assessments in public safety planning, recognizing their role in the future of energy supply.

b. North Utah Valley Animal Shelter — Feral Cat Program

Scott Smith, Council Member

Council Member Smith discussed the animal shelter's consideration of trap-neuter-return (TNR) programs for feral cats, with Best Friends offering low-cost neutering services. He suggested posting information about these services on the City website. Council Member Campbell noted pending state legislation (Senate Bill 201) that would require shelters to consider TNR options before euthanization and expressed concerns about Utah County's high cat euthanization rates compared to other areas of the state.

c. Federal Lead Copper Rule Program

David Griffin, Water Superintendent

Water Superintendent David Griffin explained new federal requirements for lead and copper service line inventories. Highland has submitted documentation showing no lead service lines, but new regulations require two-point verification for 20% of services by 2034. The City has sent approximately 800 letters to residents requesting information about their service line materials. Mr. Griffin emphasized that Highland's water is not corrosive and testing has consistently shown very low lead and copper levels.

d. Parks and Open Space Watering Plans 2026

Chris Trusty, City Engineer/Public Works Director

City Engineer Chris Trusty discussed various concerns regarding the upcoming irrigation season. With the prevailing drought conditions and the recent loss of the city's most experienced irrigation technician, these challenges have raised questions about how best to manage Highland City's parks and open space watering plans. Discussions have been held with neighboring American Fork regarding the idea of potentially delaying the startup of the irrigation system. This consideration stems from the need to conserve water, given the current conditions, but there are concerns regarding whether delaying would be counterproductive by resulting in residents using more water once the system is turned on to compensate for the dry period. Mr. Trusty also pointed out potential complications such as an increased likelihood of pest issues if watering were delayed. However, despite these challenges, Council Member Smith emphasized the importance of ensuring readiness and proactiveness in system maintenance and preparation. He suggested that prior cleaning and checking of sprinkler heads could prevent issues that were encountered last year, such as dry conditions persisting before full intervention could occur. This proactive approach could help maintain parks' aesthetics and functionality, even under limited water application. The Council discussed broader impacts on City systems and properties, including the importance of crucial gateways like Alpine Highway and the need to maintain the appearance of these areas. Mr. Trusty asked Council Members to consider whether prioritizing using stored water from locations like Deer Creek for park irrigation during the summer months is appropriate in order to balance aesthetics with water conservation. The Council engaged in discussion exploring how best to approach communication strategies and educational outreach to residents about water conservation efforts and system changes, reflecting ongoing discussions about balancing resources and community needs effectively.

e. Software Consideration for Speed and Traffic Count Monitoring

Chris Trusty, City Engineer/Public Works Director

City Engineer/Public Works Director Trusty presented information about software that could provide comprehensive traffic data using GPS vehicle tracking information, eliminating the need for manual traffic counters. The system would cost \$25,000-30,000 annually and provide historical data as well as ongoing monitoring. Council Members expressed interest in learning more about the system, with several noting the value of data-driven decision making while others wanted more information about privacy protections and the specific company providing the service.

6. WORK SESSION

a. Pressurized Irrigation (PI) Meters & Usage Rates

City staff will update the Council on the status of the PI Meter Project and discuss next steps in setting rates.

City Engineer/Public Works Director Trusty presented information about developing tiered rate structures for pressurized irrigation based on usage data from the new metering system. He shared examples from other cities, such as Alpine and Cedar Hills, to illustrate how tiered rate systems can encourage water conservation. He

mentioned the potential for lower rates for efficient users and higher penalties for those who use water excessively. These tier systems are often based on lot size, and they reward residents who use less water than their allotments. He noted that despite the higher initial cost, excessive water users substantially tax the system, highlighting the unsustainable impact on resources. Mr. Trusty emphasized the importance of transparency in rate development and recommended using the first year of metering data for educational purposes before implementing more punitive rates. He advised that residents would be better poised to understand how the new rates affect them, thereby encouraging a gradual approach to adopting new rate structures. The intention is to ensure clarity and provide a period of adjustment for all stakeholders involved.

During the discussion, Council Member Smith noted that since the City was historically rooted in agriculture, some residents were promised unlimited water when they surrendered their water rights to join the PI system. This promise would necessitate thorough communication to set expectations as the city transitions to metered billing. Council Member Smith suggested learning from Cedar Hills, which received a grant for implementing a tiered system, asking Mr. Trusty if similar opportunities exist for Highland. Council members also explored the feasibility of grants and partnerships with organizations like the Central Utah Water Conservancy District to facilitate conservation programs and education efforts. For example, Council Member Rodela recommended pursuing collaborative opportunities with the Division of Water Rights for guidance and support. The goal is to involve residents thoroughly and prepare them for upcoming changes, reducing potential backlash from expectations clash. There was also a suggestion to increase resident awareness about the metering system and how much water each household uses. Council Members Rice and Cortney proposed placing QR codes in public spaces like parks and public-facing buildings, allowing easy access to usage data. They stressed the importance of communicating both usage and conservation strategies through platforms like newsletters and the City's website. As Highland City moves towards metered irrigation, the Council agreed to prioritize transparent communication, education, and collaborative efforts to ensure residents are informed and actively involved throughout the process; the aim is to balance fiscal responsibility with the community's needs and expectations, fostering a sustainable and conservation-focused water management system.

7. 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 10:12 pm Council Member Liz Rice 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 Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Ron Campbell</i>	<i>Yes</i>
<i>Council Member Doug Cortney</i>	<i>Yes</i>
<i>Council Member Liz Rice</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 Ron Campbell MOVED to adjourn the CLOSED MEETING and Council Member Scott L. Smith SECONDED the motion. All voted in favor and the motion passed unanimously.

The CLOSED MEETING adjourned at 11:04 pm.

ADJOURNMENT

Council Member Liz Rice MOVED to adjourn the regular meeting and Council Member Doug Cortney SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 11:06 pm.

I, Stephannie B. Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on March 3, 2026. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie B. Cottle, CMC, UCC
City Recorder

Welcome to the Highland City Council Meeting

March 3, 2026

Please Sign the Attendance Sheet

Scan for Agenda





6:00 PM REGULAR SESSION

Call to Order – Mayor Brittney P. Bills

Invocation – Council Member Scott L. Smith

Pledge of Allegiance – Council Member Ron Campbell

Respect Statement – Mayor Brittney P. Bills



UNSCHEDULED PUBLIC APPEARANCES

**HIGHLAND CITY IS COMMITTED TO CIVILITY AND RESPECT.
ALL ARE ASKED TO ACT AND SPEAK ACCORDINGLY.**

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

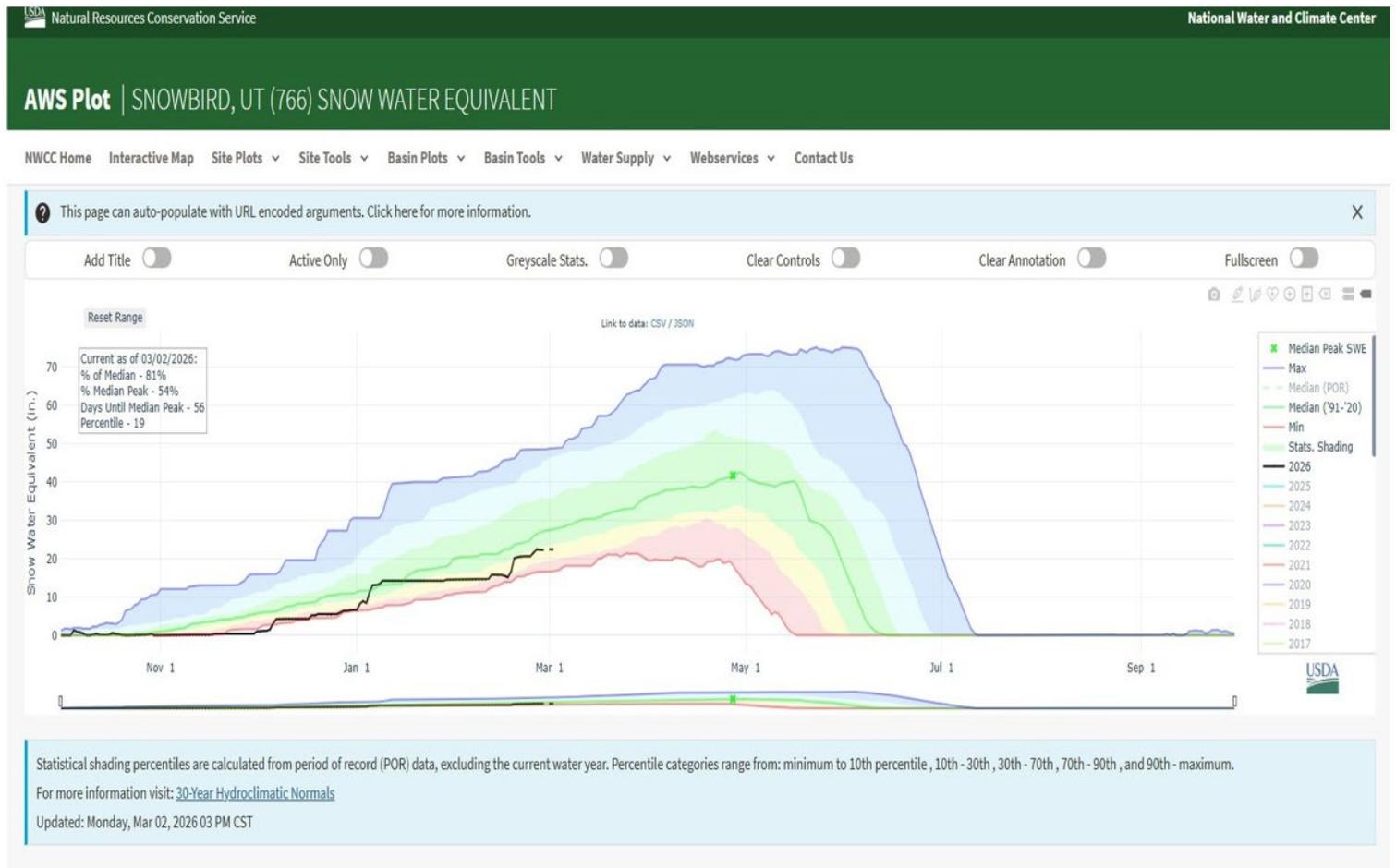
- Please state your name clearly.
- Limit your comments to three (3) minutes.



PRESENTATIONS

- a. Aspen Peaks School District Update – *Nicki Brammer, School Board Member*
- b. Planning Commission Priority Presentation – *Chris Howden, Planning Commission Chair*
- c. Pressurized Irrigation Water Report – *Tavis Timothy, Contract Engineer & Ernie John, North Utah County Water Coordinator*

Snowbird



Utah County Drought

Utah County, UT

[Home](#) / Utah Co

Map released: Thurs. February 26, 2026

Data valid: February 24, 2026 at 7 a.m. EST

Intensity

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data

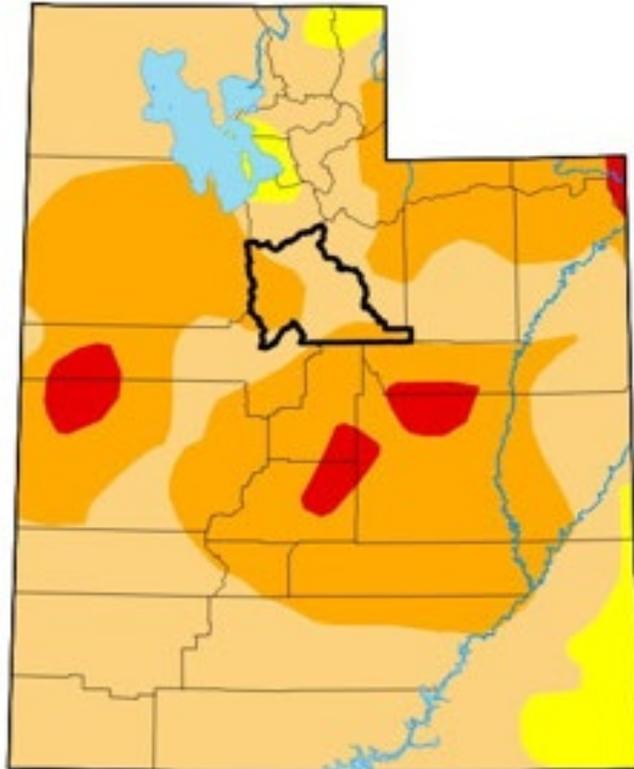
Authors

United States and Puerto Rico Author(s):

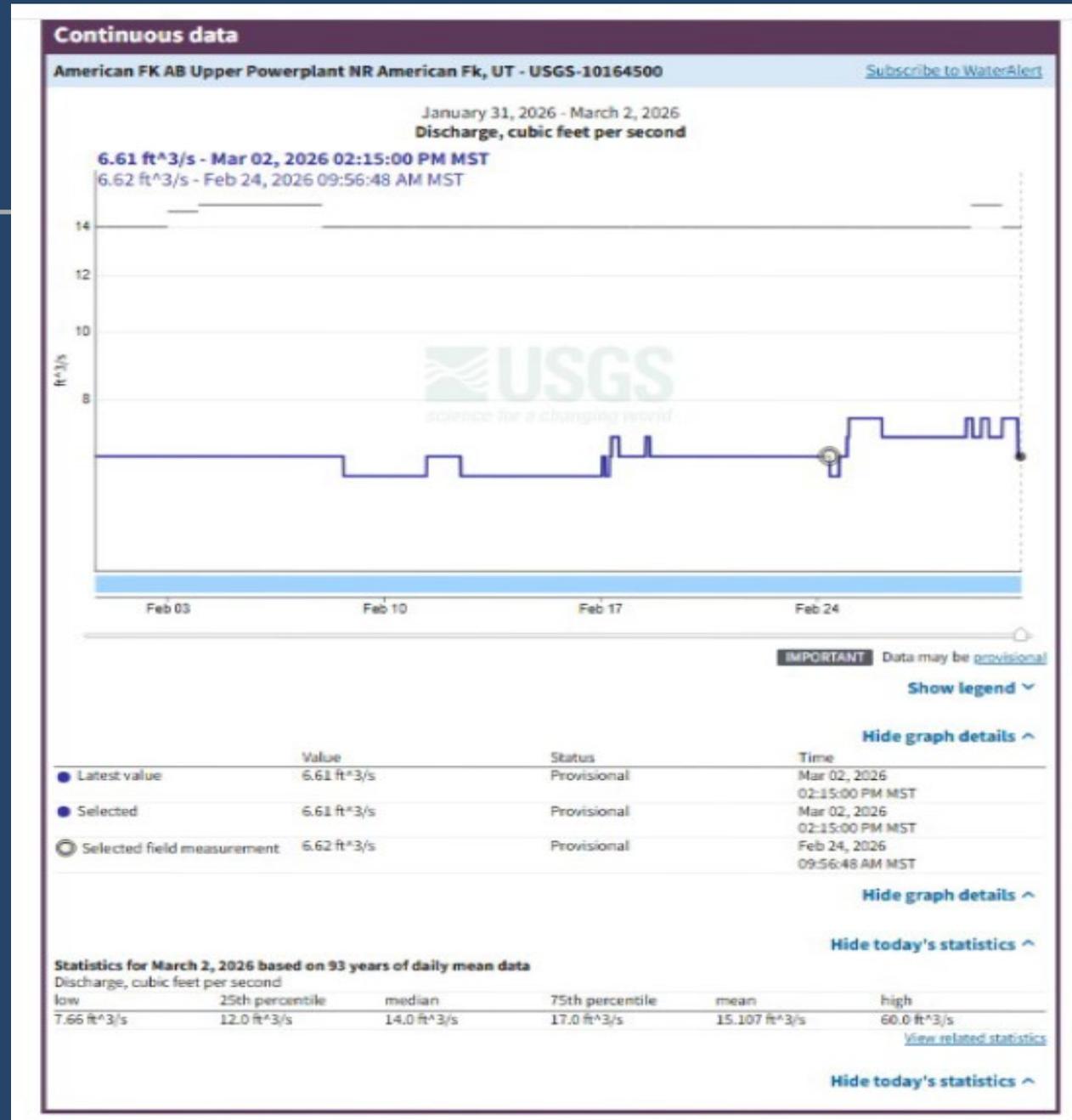
[Brad Rippey](#), U.S. Department of Agriculture

Pacific Islands and Virgin Islands Author(s):

[Rocky Bilotta](#), NOAA/NCEI



AF River Data



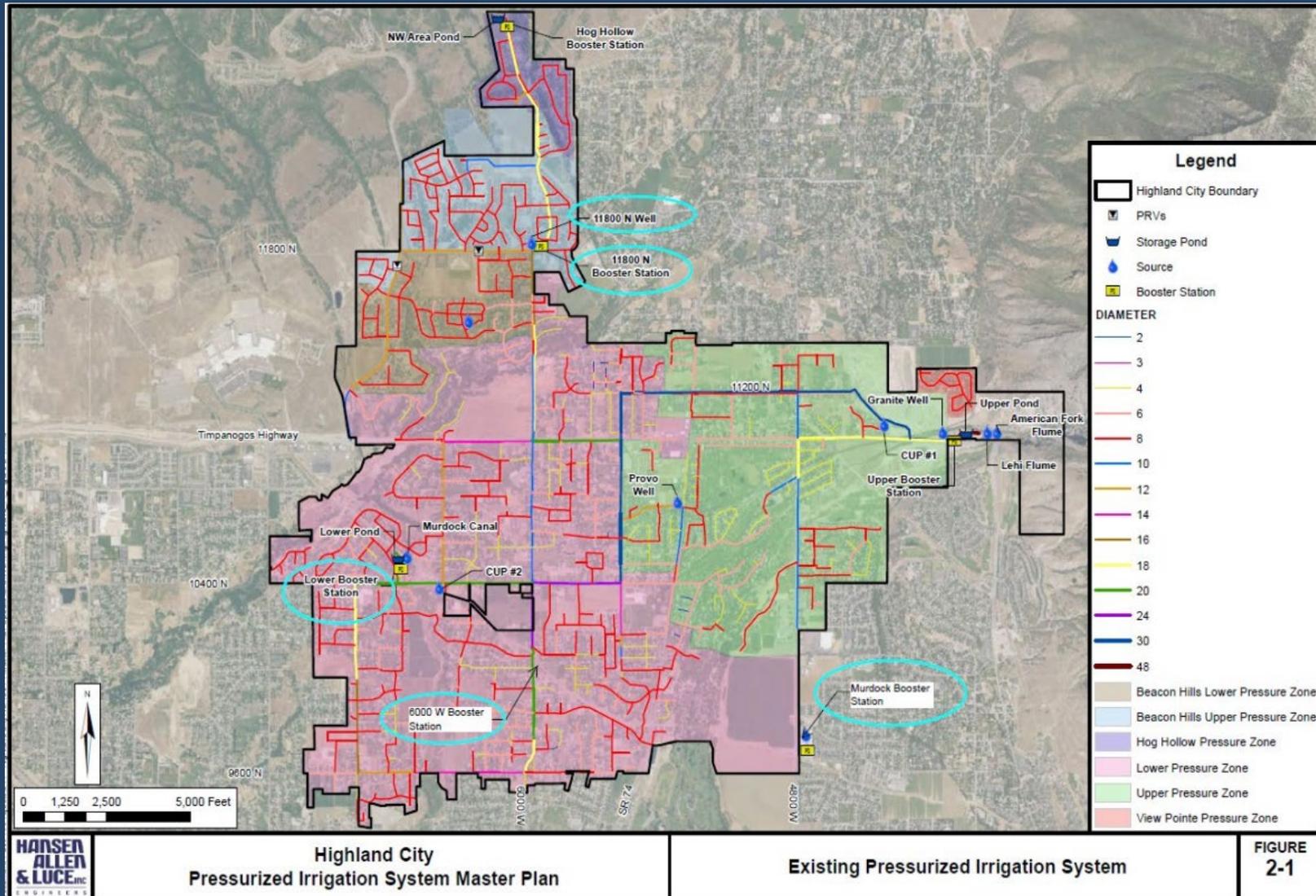
Timpanogos Divide



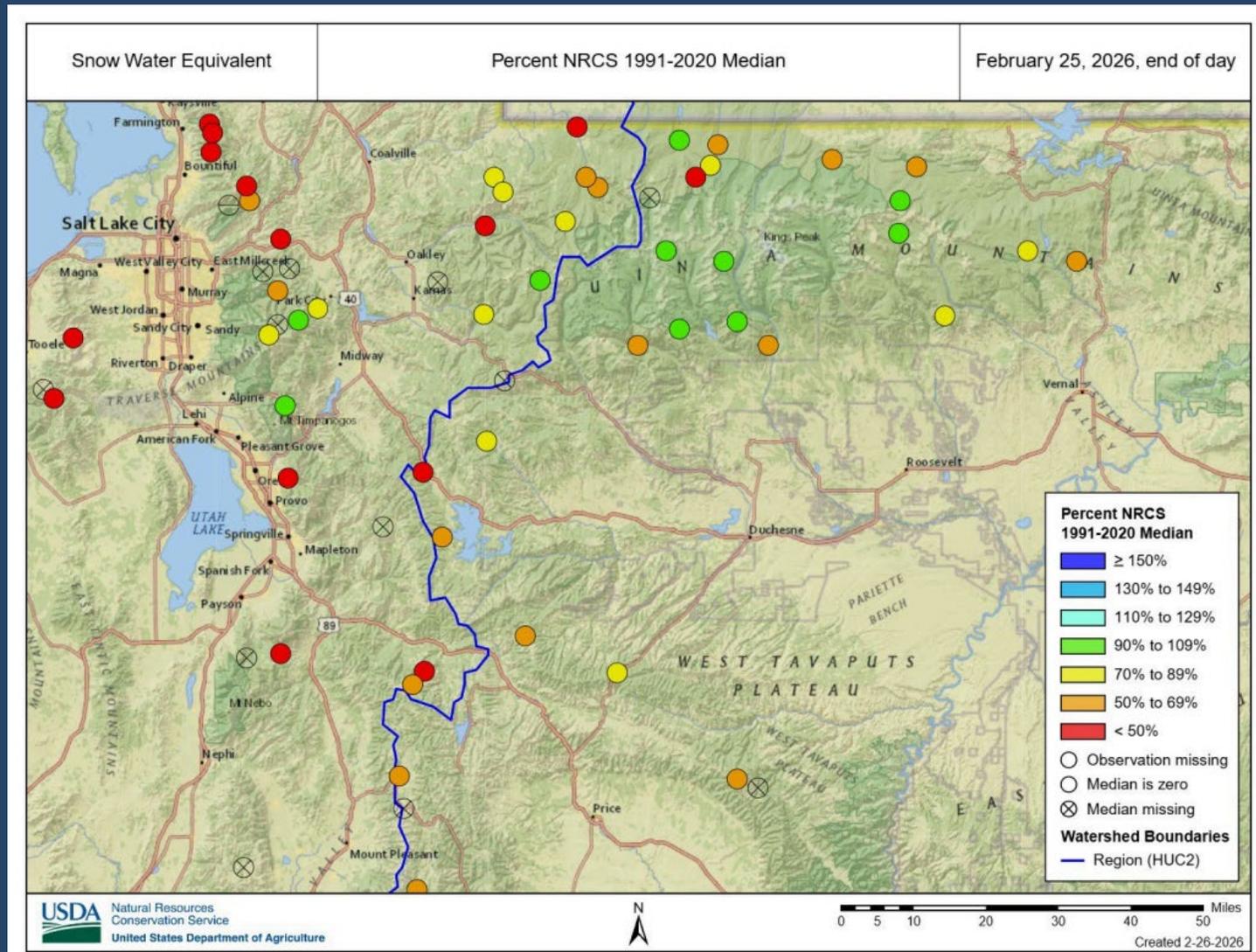
Tibble Fork



PI Water Report

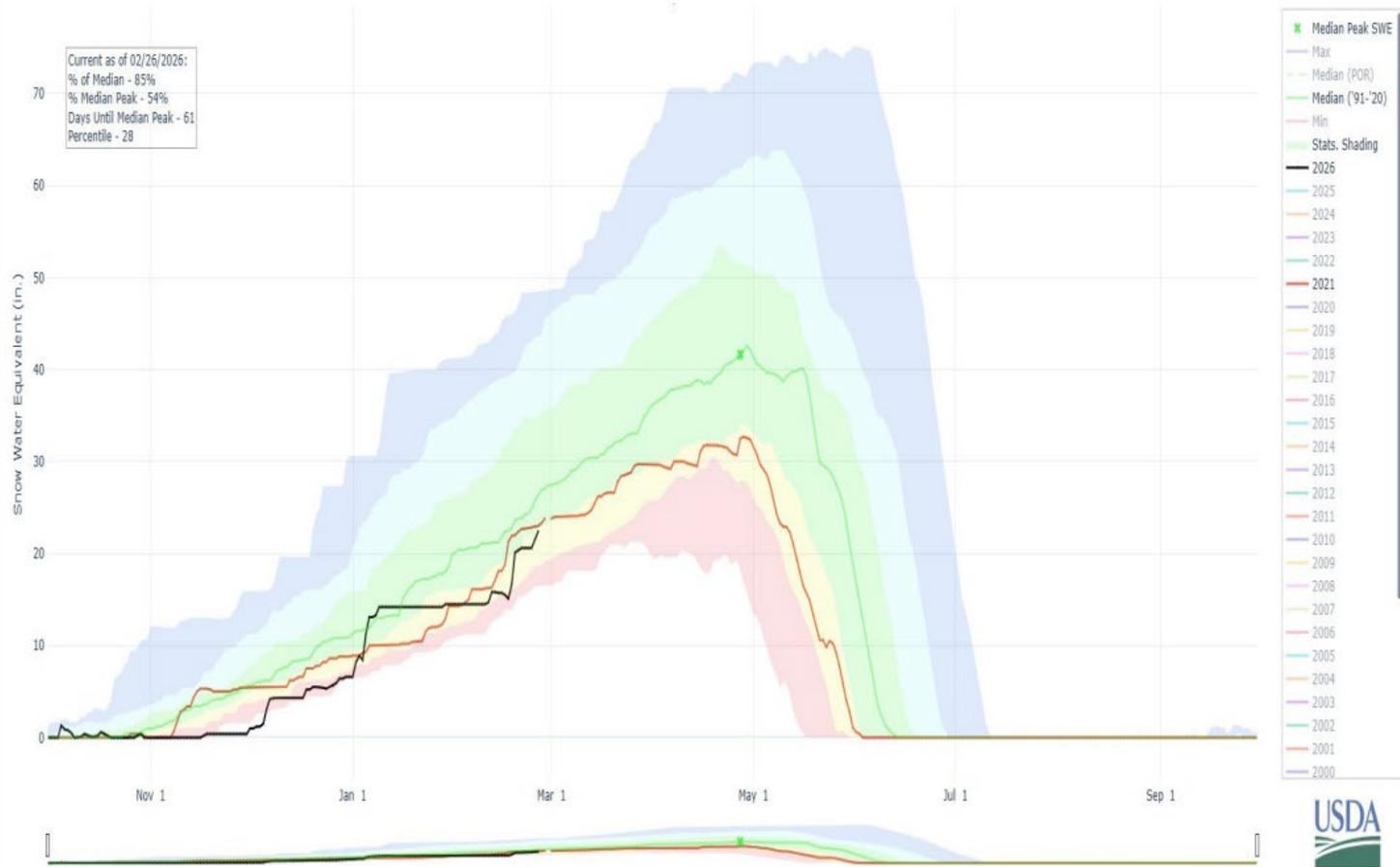


PI Water Report



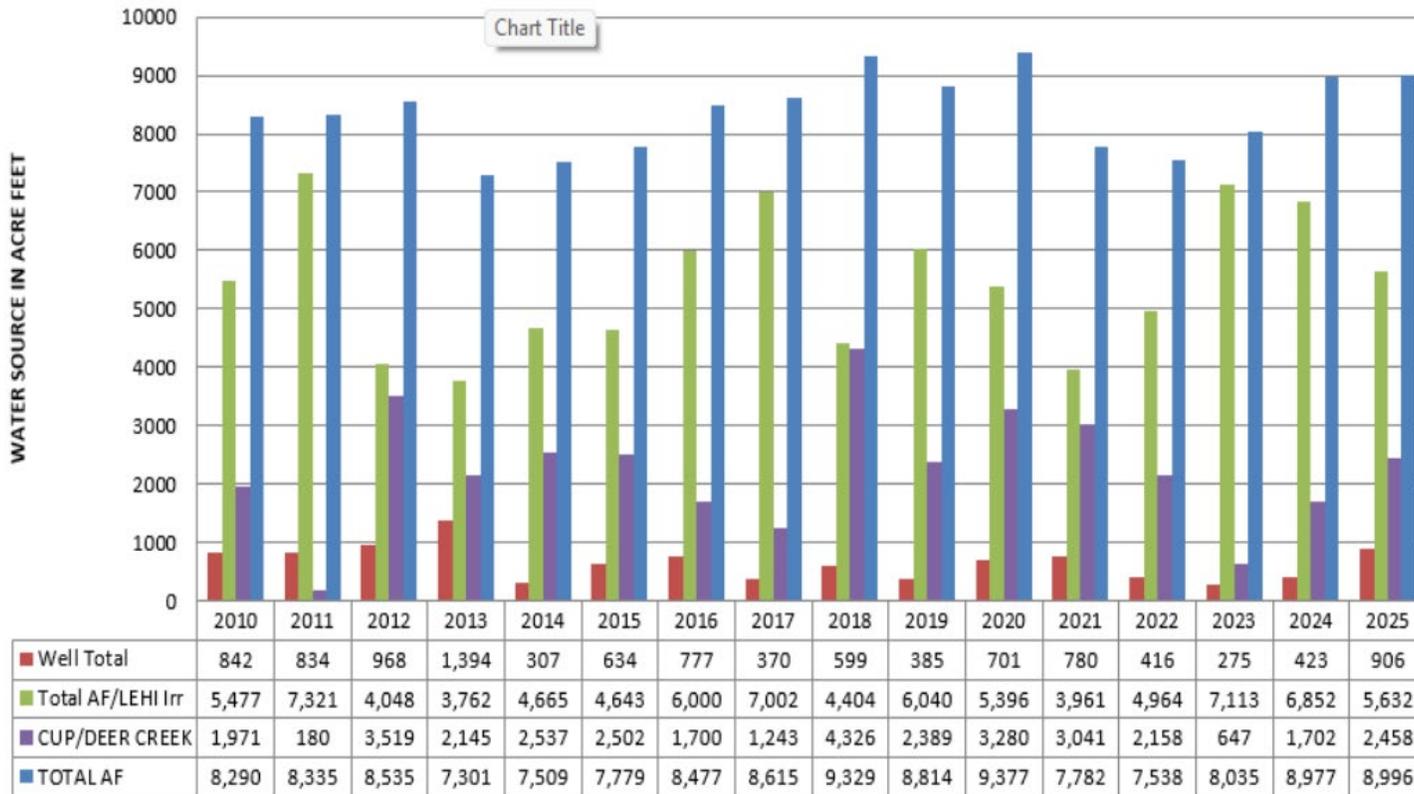
PI Water Report

February 25, 2026



PI Water Report

Highland City Annual PI Sources



PI Water Report

Storage Allocation & Use

- Typical Yearly Storage Allocation -
 - Highland Conservation – 2,650 Acre Feet
 - Provo Reservoir Full – 1,520 Acre Feet
 - Provo Reservoir Late – 575 Acre Feet
 - Central Utah Project – 415 Acre Feet
 - Total – 5,160 Acre Feet (plus previous year hold over)**
- 2026 Allocation has not been provided – Assume 70% - **3,600 Acre Feet**
- 2026 Goal, not to use holdover by Conserving 20% over last year use
- 2025 Holdover - **2,212 Acre Feet**
- 2021 Drought - City used about 3,000 Acre Feet (using less would allow savings for next year)

PI Water Report

Irrigation Application Rates

City	Irrigated Area ¹ (ac)	Outdoor Use ² (ac-ft)	Application Rate (ac-ft/ac)
Saratoga Springs	995	2,547	2.6
Clinton	1,012	3,086	3.0
North Salt Lake	680	2,668	3.9
Midvale	680	2,408	3.5
Herriman	990	3,338	3.4
Roy	1,306	4,594	3.5
Washington Terrace	302	1,048	3.5
Kearns	1,210	3,922	3.2
West Jordan	3,206	10,283	3.2
Spanish Fork	1,290	5,004	3.9
Springville	1,269	5,058	4.0
Orem	2,759	11,729	4.3
Ivins	198	957	4.8
Hurricane	896	4,327	4.8
HIGHLAND 2017	1,391	8,615	6.2
HIGHLAND 2022	1,475	7,538	5.1
HIGHLAND 2025	1,545	8,996	5.8

State of Utah Water Use Data Collection Program Report
January 2018

STATE OF UTAH DIVISION OF WATER RESOURCES

PI Water Report

Conservation Strategy

- Conserve so that City has hold over storage in Provo System next year
- Conservation/Less Use provides better pressures and less pumping
- A 20% reduction in Overall Water Use
 - Studies provide that the use would maintain green lawns as typical City users over waters
 - Relative to other Cities in the area use would still be high (~4.5 Ac*ft/Irrigated Acre)
 - Hand water brown spots
- A 25-15% reduction has been attained in the past
- 2022 was a great example of conservation
- Strategies for Public Awareness
 - Meter Use Information (more residents needed to sign up for website)
 - Provide monthly use in billings
 - Mailing postcards
 - Reduce watering after cooler weather and rain storms
 - Reduce watering during high winds
 - City newsletter
 - Social media
 - Door to Door Flyers where necessary (Hot spots)

CONSENT ITEMS *(5 minutes)*

- 3a. Approval of Meeting Minutes: February 17, 2026
General City Management

- 3b. Ratification of Large Purchases
General City Management

Motion to Approve

I move that the City Council approve consent item 2a, the approval of meeting minutes from February 17, 2026, and item 2b, Ratification of Large Purchases.



PARKWAY DETAIL SIDE YARD SETBACKS FOR ACCESSORY STRUCTURES

Development Code Update (Legislative)

Item 4a – Public Hearing/Ordinance

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

Background to Request

- Mr. Armstrong owns property along 4800 W
- Parkway detail along 4800 W is built partially within a 20-foot-wide easement along west side of lot
- City Code 3-4109(4)(c)(i): “All accessory buildings shall be set back at minimum an amount of twenty feet (20’) from the side lot line which abuts a street or twenty feet (20’) from the Parkway Detail.”
- As staff interprets this code, this imposes a 40-foot setback from the right-of-way

Request from Applicant

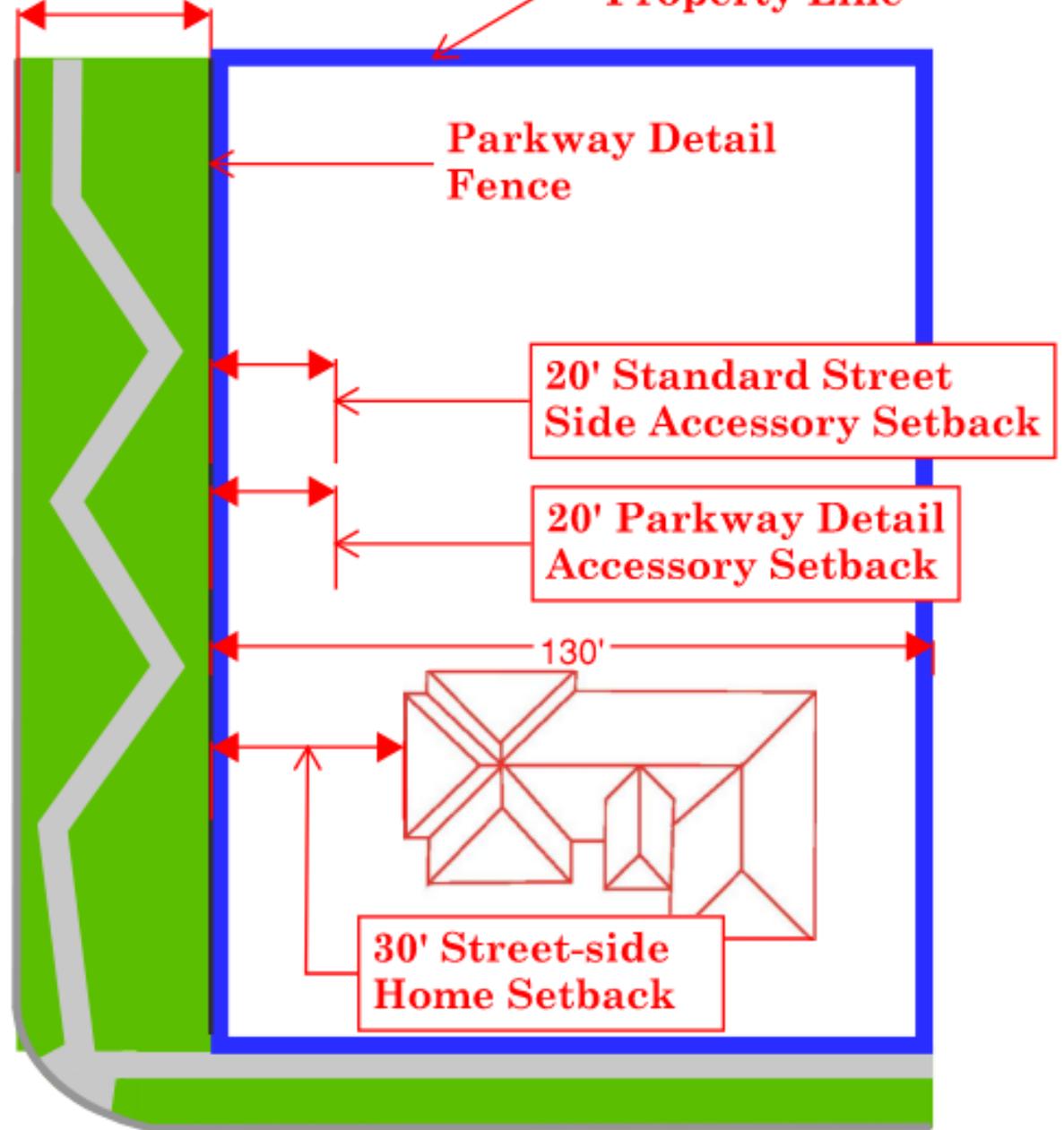
- Amend 3-4109(c)(i) to measure side setback for accessory buildings to be 30' from curb, and not an additional setback from parkway detail/easement

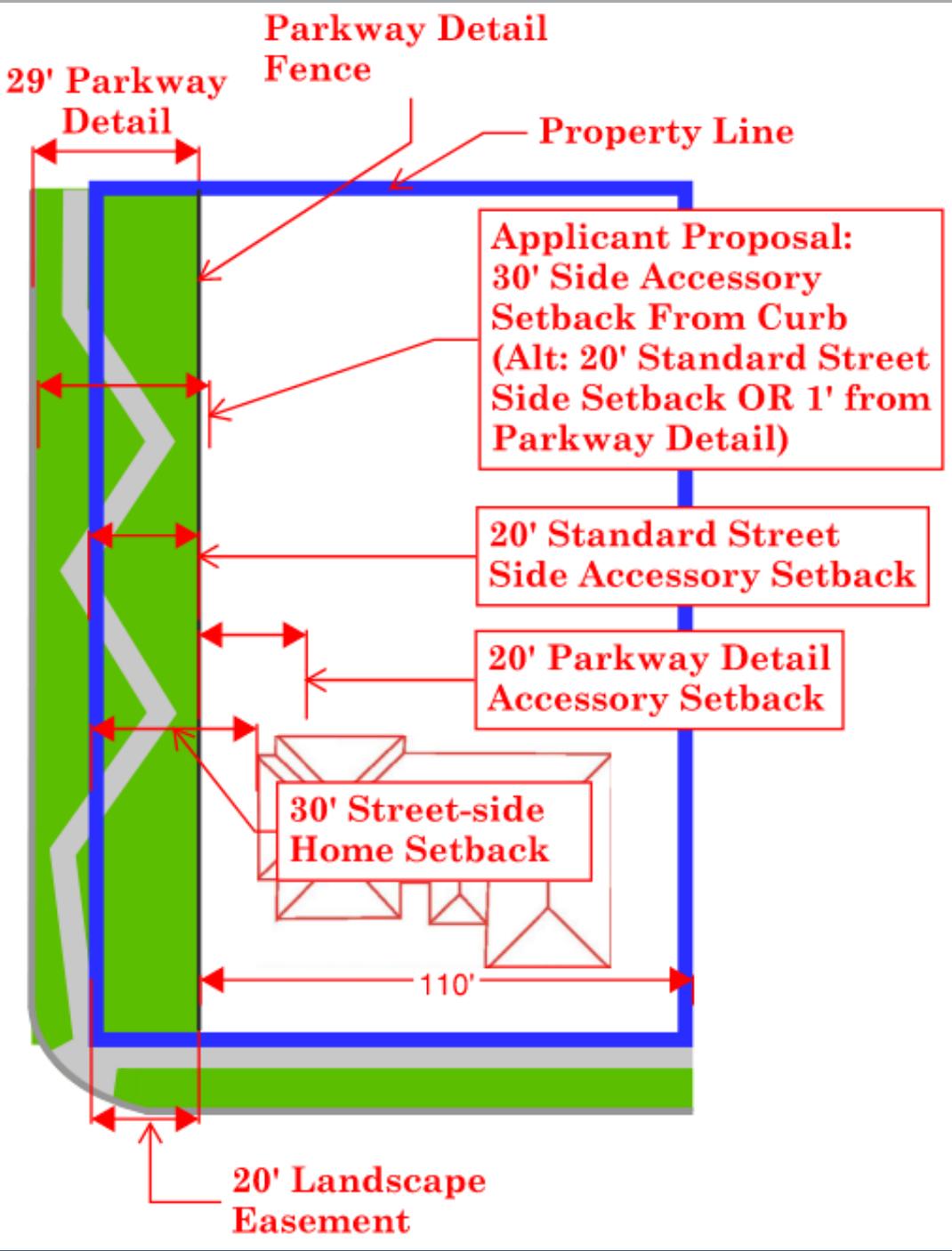
Staff Review

- City has changed its street-side accessory building setbacks several times
- Setbacks have therefore not always been consistent
- Some parkway details are located within the right-of-way, while others, like Mr. Armstrong's lot, are partially in an easement on a private lot
 - Either way, legal result is the same (20' setback from parkway)
 - But practically, developable space of a lot is reduced with an easement more than if parkway is in ROW



29' Parkway Detail





Planning Commission Action

- Planning Commission held a public hearing to consider request on February 24, 2026
- No public comment received
- Discussion focused on potential unintended consequences and if changes should be part of a more holistic review of setbacks, the impact of the change on safety and aesthetics, and whether to reduce the setback but not as much as requested (match home setback 30' from property line).
- Commission voted 4-2 to recommend approval of staff's alternative proposal to facilitate applicant's goal

Staff Recommendation

- Public notice posted February 19, 2026
- No comments received
- Staff recommends that the City Council hold a public hearing, hear from the applicant, and determine whether to approve or deny Mr. Armstrong's request, whether as proposed by staff or the applicant
- Staff has no recommendation on policy, but if Council supports Mr. Armstrong's request, staff and Commission recommend different language (20' from street or 1' from parkway) and applying it to all residential zones

Motion to Approve

I move that City Council adopt the proposed amendment modifying residential accessory structure setbacks from parkway details.

The City Council may also adopt the amendment as proposed by the applicant, modify the proposed amendment, or reject the proposed amendment.

- Councilmember Cortney proposes making the changes applicable to both side and rear property lines, not just side property lines. Staff has no concerns with this.



SIGNS IN RESIDENTIAL PROFESSIONAL (RP) ZONE

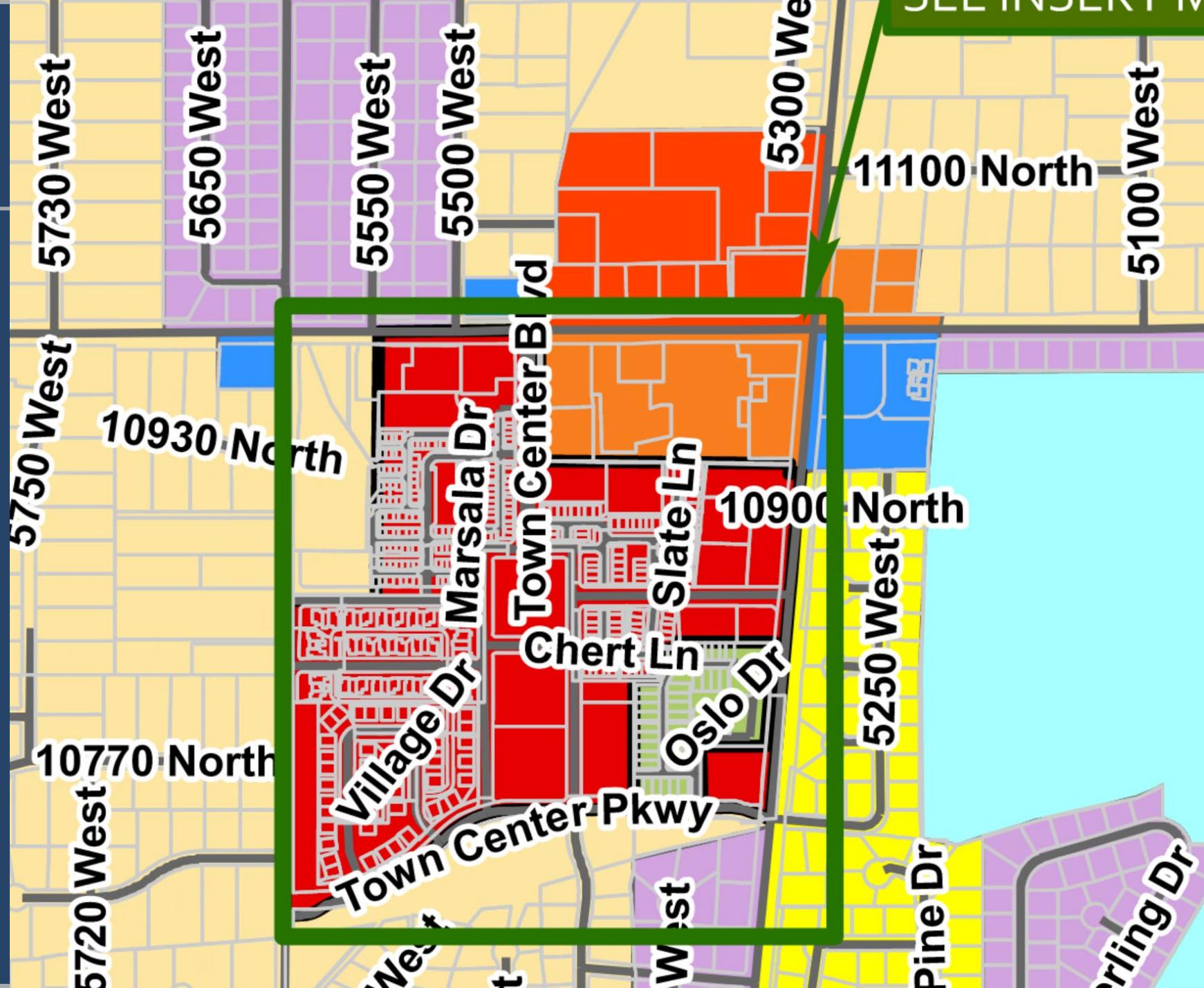
Development Code Update (Legislative)

Item 4b – Public Hearing/Ordinance

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

Zoning

- RP Zone in Blue



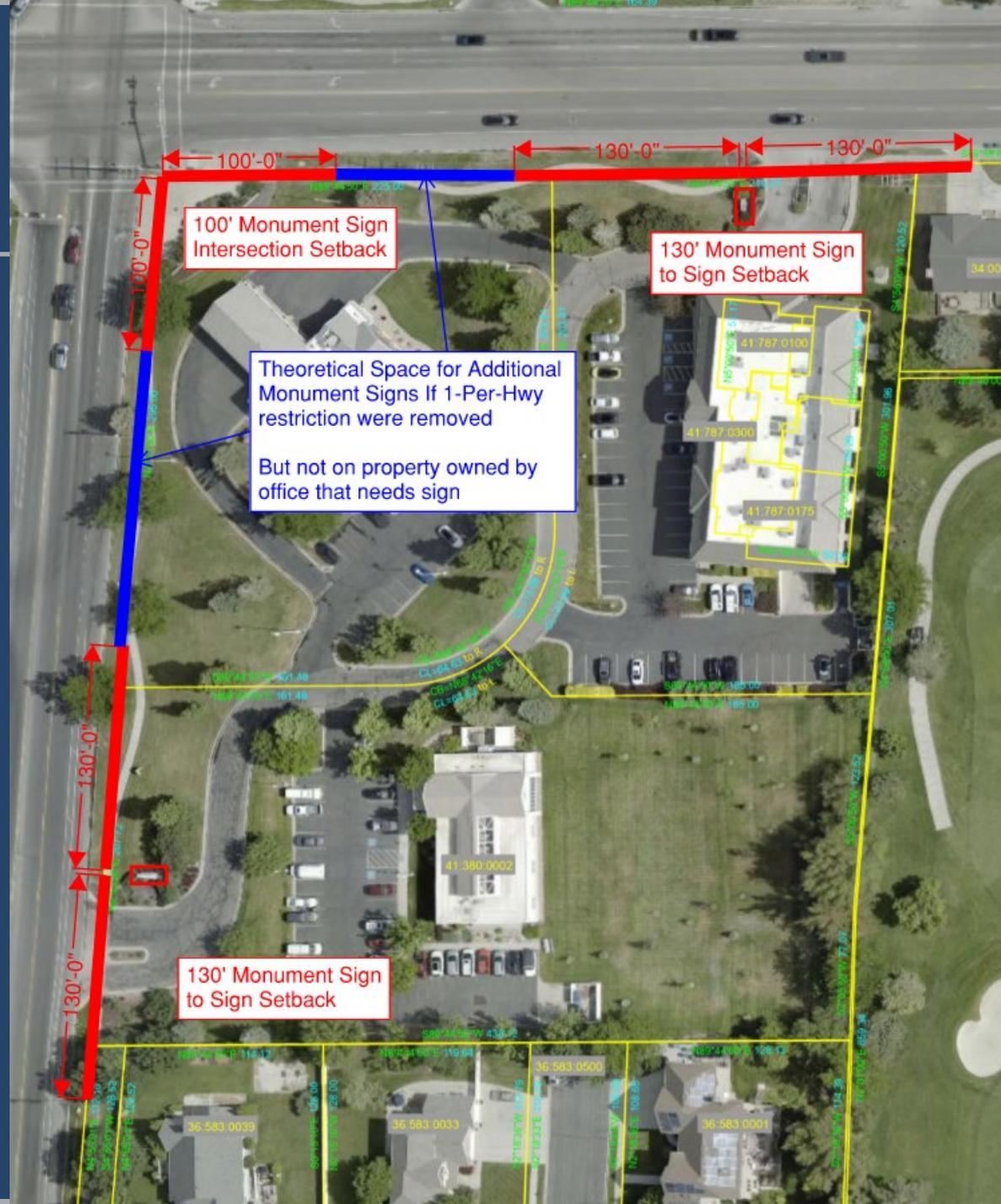
Background

- RP Zone has limited sign allowances
 - 1 monument sign per highway frontage
 - No commercial center freestanding signs
- SE corner of Alpine Highway and SR-92 is RP, with all available monument signs exhausted by Wells Fargo and Intermountain Clinic – no sign for third building
- Due to interest from City Council and owner of building, staff has proposed amendments to allow additional signs similar to adjacent commercial zones

Monument -- CCFS



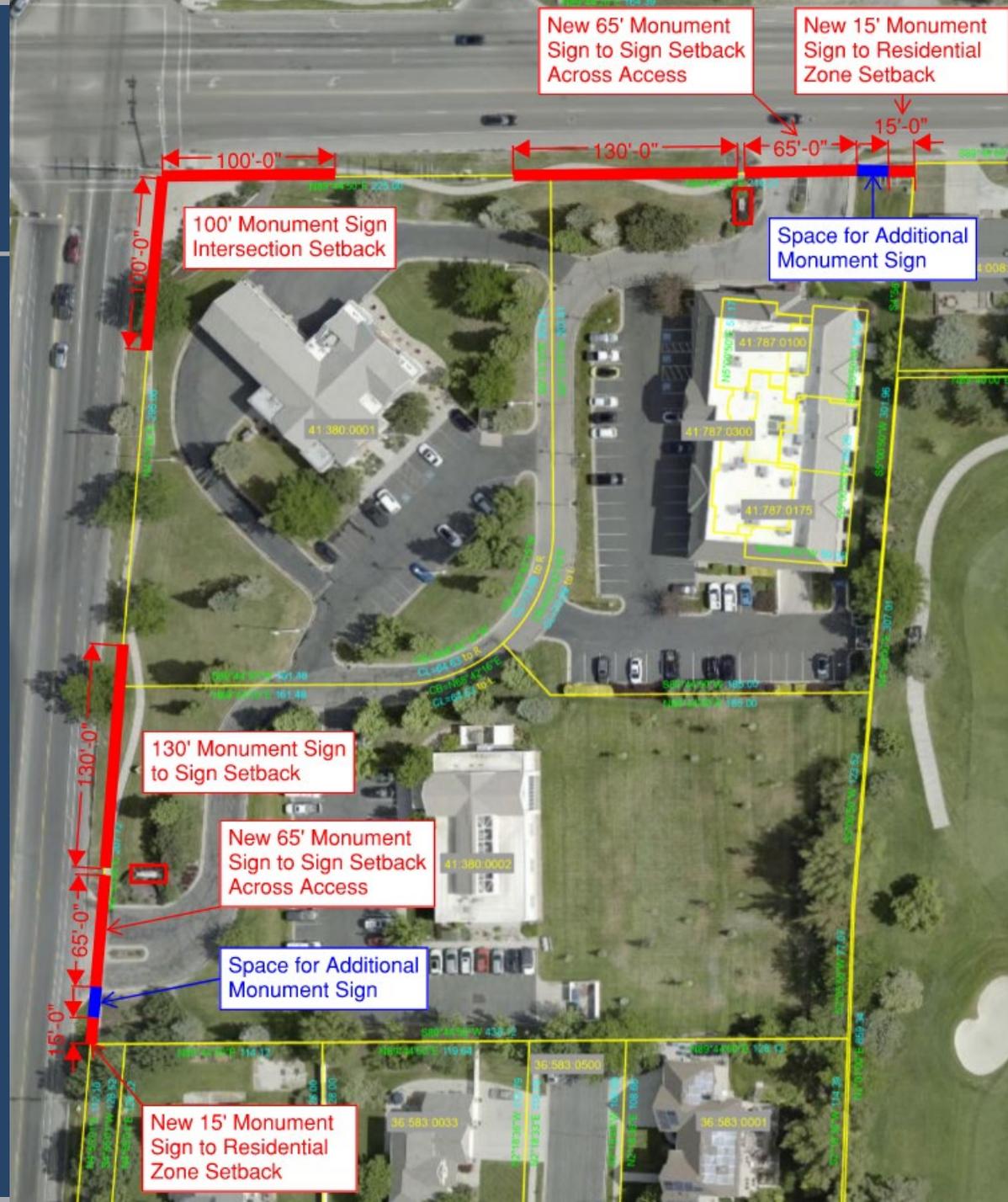
Current



Option 1 – Additional Monument Signs

- Removes 1-per-highway restriction, but adds 1-per-business restriction
- Adds 15-foot residential zone setback
- Modifies 130-foot sign-to-sign setback to allow for signs within 65 feet if across from driveway access
- No impact to Move Studio or dental office location (still allowed 1), allows two additional monument signs in corner area, one on each highway driveway
- Recommended by Planning Commission

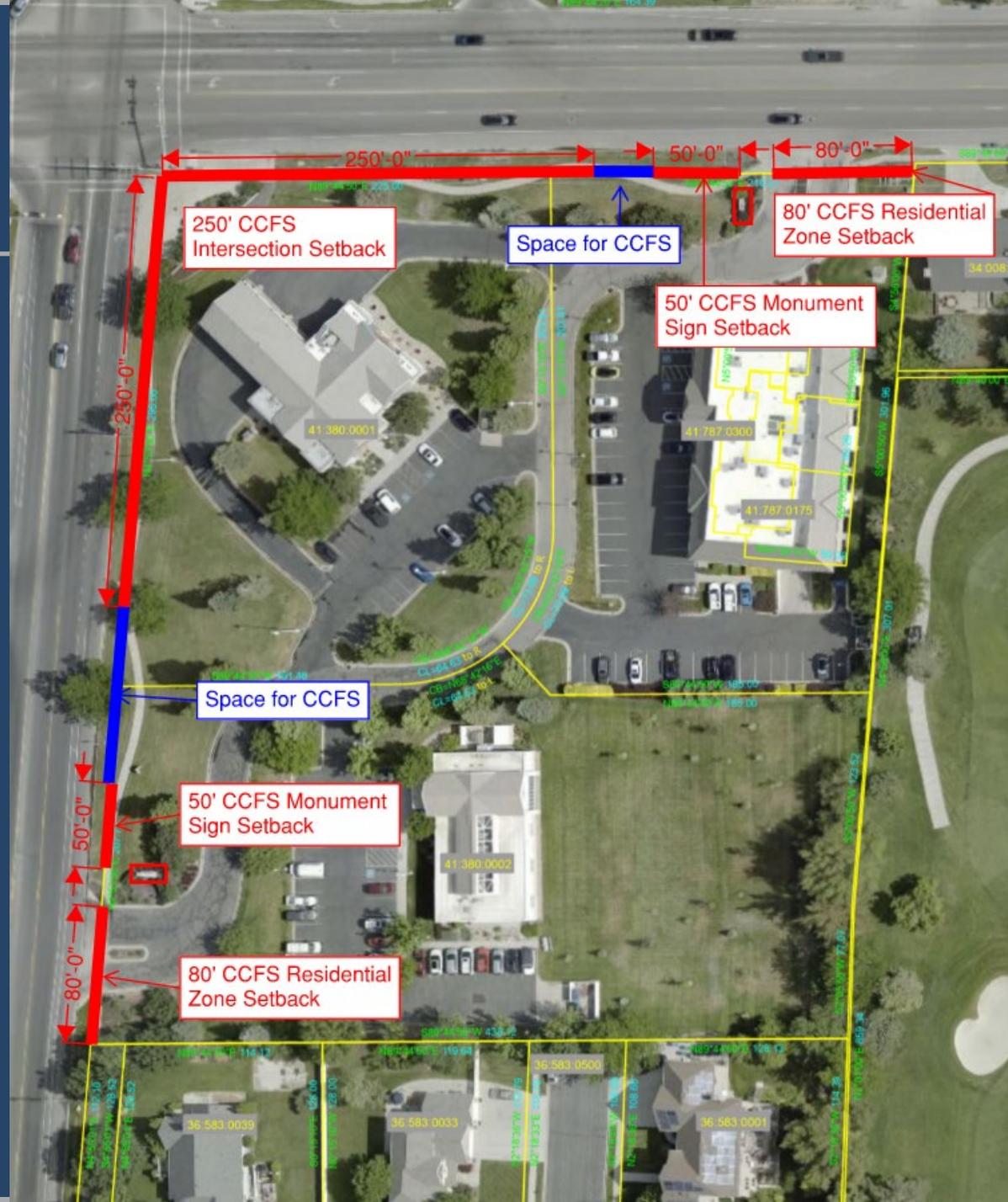
Option 1



Option 2 – Allow CCFS

- No changes to monument sign regulations
- Allows commercial center freestanding signs mostly as per Town Center or C1 zone
 - 1 per highway frontage
 - 80-foot residential zone setback
 - 50-foot monument sign setback
 - 250-foot intersection setback (400' in other zones)
 - 15' height, 3' stone base, 243 SF per side
- No impact to Move Studio or dental office location because each less than 4 acres
- Option requested by owner of third office building (though asked to be permitted to have it adjacent to driveway)
- Not recommended by Planning Commission

Option 2



Planning Commission Action

- Planning Commission held a public hearing on proposed amendments on February 24, 2026
- No public comment received
- Discussion focused on avoiding proliferation of signs and visual impacts and ensuring that new signs aesthetically match existing signs.
- Commission voted 6-0 in favor of Option 1 to allow additional monument signs within the RP zone.
- Commission did not support allowing CCFS in the area, due to the greater visual impact of those types of signs

Staff Review and Recommendation

- Public notice posted February 19, 2026
- No comments received
- General plan directs City to support and strengthen existing commercial areas in Town Center. Allowing reasonable increased signage supports this.
- Staff recommends that the City Council hold a public hearing and adopt the amendments allowing additional monument signs (option 1)

Motion to Approve

I move that City Council adopt the proposed amendment modifying monument sign regulations in the Residential Professional zone.

The City Council may also adopt the amendments allowing commercial center freestanding signs (option 2) instead of or in addition to the monument sign regulations, modify the proposed amendment, or reject the proposed amendment.



CHAMBER OF COMMERCE MEMBERSHIP CONSIDERATION

General City Management

Item 4c – Action

Presented by – Erin Wells, City Administrator
Liz Rice, Council Member
Ron Campbell, Council Member

Background

- From Fiscal Year 2020 – 2025, City participated with American Fork Chamber of Commerce
- Highland Alpine Chamber of Commerce formed February 2026
 - Opening event planned for May 9
 - Highland City invited to join as a Municipal Member for \$2,500.

Benefits of Chamber

- **Business Networking Opportunities** – Regular networking events, mixers, and forums designed to connect local businesses with one another and with community leaders.
- **Ribbon Cuttings & Grand Openings** – Coordinated ribbon-cutting ceremonies and promotional support for new businesses and business expansions within Highland City.
- **Welcome Wagon Program** – A structured welcome initiative for new residents, introducing them to local businesses, services, and community resources.
- **Business Promotion & Visibility** – Promotion of Highland City businesses through Chamber communications, social media, and events.
- **Advocacy & Business Support** – A unified voice for local business interests and collaboration with city leadership on economic development priorities.
- **Community Engagement** – Support for city-wide events and initiatives that strengthen civic pride and local commerce.

Additional Information

- Highland would receive a seat on the Board of Directors if we opt to join.
- If Council joins, MOU may be wise to clarify things such as advertisement from the City, use of City facilities, exchange of information, participation in City events, signage, insurance, etc.

Motion to Approve

I move that City Council authorize Highland City becoming a municipal member of the Highland Alpine Chamber of Commerce [Council may add any additional requests for clarification they wish to see].



FEE SCHEDULE UPDATE – OPEN SPACE MAINTENANCE AGREEMENTS AND PROPERTY PURCHASE

General City Management

Item 4d – Resolution

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

Fee Schedule Change

- Maintenance Agreement Application fee is currently **\$25**.
- In order to adequately cover the time staff spend processing these applications, we propose changing that fee to **\$100**.
- We propose a **\$100** fee for the new application for the sale of city-owned orphan parcels, which goes through a similar review by staff.

Motion to Approve

I move that City Council adopt a resolution to change the fee for maintenance agreements to \$100 and set the fee for the orphan parcel sales application to \$100.



EMERGENCY PREPAREDNESS

Item 5a – Communication

Presented by – Liz Rice, City Council Member



NORTH UTAH VALLEY ANIMAL SHELTER - FERAL CAT PROGRAM

Item 5b - Communication

Presented by - Scott L. Smith, City Council Member



FEDERAL LEAD COPPER RULE PROGRAM

Item 5c - Communication

Presented by - David Griffin, Water Superintendent

Lead Copper Rule

The Safe Drinking Water Act Amendments of 1986

- **Section 1417 (SDWA Amendment):** Prohibited the use of any pipe, solder, or flux that was not "lead-free" in public water systems or any plumbing providing water for human consumption.
- **Lead-Free Definition (1986):** At the time, this law defined "lead-free" as solder and flux containing no more than **0.2% lead**, and pipes and pipe fittings containing no more than **8.0% lead**.
- Utah enacted in April 1989

The Lead Copper Rule 1991

Rule focused on **Action Levels (AL)**. If more than 10% of tested homes exceeded these levels, the utility had to take action.

- **Lead Action Level:** 15 parts per billion (ppb).
- **Copper Action Level:** 1.3 parts per million (ppm).
- **30 samples every 3 years**

Lead Copper Rule

The Lead Copper Rule Revision (LCRR) 2021

In response to crises like Flint, Michigan, the EPA significantly tightened the rules. Changes finalized in 2021 and under implementation.

- **Service Line Inventories:** For the first time, every water utility in the U.S. must create an inventory showing the material of every service line in their system (including the private side leading into the home).
- **A New "Trigger Level":** A new threshold of **10 ppb** was created. If a utility hits this, they must start planning for pipe replacement and optimize their corrosion control immediately—before they hit the 15 ppb limit.
- **Sampling Changes:** "5th-liter" sampling. This means they collect more water from the tap to ensure they are catching lead that might be sitting in the service line, not just the faucet.
- **Testing in Schools:** Utilities are now required to test for lead in elementary schools and childcare facilities. (Utah was already doing this for schools)

Lead Copper Rule

The Lead and Copper Rule Improvements (LCRI) 2024

The most recent update, finalized in late 2024, is the most aggressive version of the rule to date. It includes two massive shifts:

- **100% Replacement in 10 Years:** Most water systems are now legally required to replace all lead service lines within 10 years.
- **Lowering the Action Level:** The Lead Action Level is being lowered from **15 ppb** to **10 ppb**. This effectively forces utilities to be much more proactive about water chemistry.
- **Inventory validation and refinement:** 20% of initial inventory must be validated using two-point method of verification by 2034. Inventory updated annually and submitted to State.



PARKS AND OPEN SPACE WATERING PLANS 2026

Item 5d – Communication

Presented by – Chris Trusty, City Engineer/Public Works Director

Parks and Open Space Watering Plan

After a dry winter, staff is concerned with how that may impact our 2026 irrigation season. Some municipalities have considered delaying or reducing irrigation for parks and open spaces except for athletic fields.

Highland staff have some concerns that delaying irrigation will adversely impact parks by providing ideal conditions for increased bug growth. The importance of street landscaping along Alpine Highway as the gateway to Highland has been very important to the council.

The question becomes how we want to handle our stored water to supplement less canyon water. How does this reflect on any conservation requests made to residents?



SOFTWARE CONSIDERATION FOR SPEED AND TRAFFIC COUNT MONITORING

Item 5e – Communication

Presented by – Chris Trusty, City Engineer/Public Works Director

Urban SDK

Pros:

- Realtime data on traffic data within Highland City
- Provides information on speeds, volume and accidents
- Historical data back 12 months on initial implementation
- No need to set counter

Cons:

- Concerns of privacy



WORK SESSION: PRESSURIZED IRRIGATION (PI) METERS & USAGE RATES

Item 6: Work Session
Presented by – City Staff

PI Metering

- Metering of pressurized irrigation water connections has proven to help reduce water waste by informing user of their consumption
- Utah code 73-10-34 requires all secondary pressurized connections to be metered by January 1, 2030
- Highland city has received ARPA funding to assist in the installation of secondary meters
- Several providers have already implemented secondary metering including Cedar Hills, Alpine and Pleasant Grove

PI Rates Proposed Schedule

2024-2025-

- Install PI meters city wide
- Encourage residents to sign up online to view usage data

2026-

- Provide data to residents on usage in city bills and online
- Provide feedback to users who are overwatering
- Work with Fred Philpot to develop recommendations on rate structure
- Solicit feedback from council on rate structure
- Continue to encourage residents to sign up online

2027-

- Implement usage-based billing

PI Rates- Saratoga Springs Comparison

Saratoga Springs Residential Irrigation Calculator (Non-Drought and Non-Water Shortage Conditions)

My lot size acres
 My 12 month base rate per month

My monthly water allotment thousand gallons

Water Usage thousand gallons

Tier 1 (up to 75% of allotment)	\$28.56	\$0.35 per 1,000 gallons
Tier 2 (75% to 100% of allotment)	\$27.20	\$1.00 per 1,000 gallons
Tier 3 (100% to 150% of allotment)	\$51.51	\$1.25 per 1,000 gallons
Tier 4 (150% to 200% of allotment)	\$0.00	\$2.04 per 1,000 gallons
Tier 5 (200% to 250% of allotment)	\$0.00	\$3.09 per 1,000 gallons
Tier 6 (above 250% of allotment)	\$0.00	\$3.95 per 1,000 gallons

Est. Monthly Secondary Water Bill

To find your lot size on the County records follow this link. Enter your address and then click on your lot to find your lot size to 3 decimal points.

Input your information into these cells



Saratoga Springs Residential Irrigation Calculator (Drought and Water Shortage Rate)

My lot size acres
 My monthly base rate per month

My monthly water allotment (Non Drought Shortage Rate) thousand gallons

Water shortage reduced monthly allot

My monthly reduced water allotment thousand gallons

Water Usage thousand gallons

Tier 1 (up to 60% of allotment)	\$22.85	\$0.35 per 1,000 gallons
Tier 2 (61% to 80% of allotment)	\$21.76	\$1.00 per 1,000 gallons
Tier 3 (81% to 120% of allotment)	\$104.44	\$2.40 per 1,000 gallons
Tier 4 (121% to 160% of allotment)	\$63.20	\$3.25 per 1,000 gallons
Tier 5 (161% to 200% of allotment)	\$0.00	\$4.00 per 1,000 gallons
Tier 6 (above 201% of allotment)	\$0.00	\$8.00 per 1,000 gallons

Est. Monthly Secondary Water Bill

To find your lot size on the County records follow this link. Enter your address and then click on your lot to find your lot size to 3 decimal points.

Input your information into these cells



- Base Rate same regardless of usage
- Tiered Rates- 6 tiers
- Tier 1 based on 75% of allotment to reward conservation
- Tier 2 based on 100% allotment
- Allotment based on 2 ac-ft/ irrigated acre

PI Rates- Alpine- Comparison



**PRESSURIZED IRRIGATION
BILL ESTIMATOR 2025**

For Residential Properties

**** Simply enter the 3 orange-shaded cells below; no other cells are editable ****

This tool is intended to help Alpine residents estimate what their pressurized irrigation bill would be for the 2025 outdoor watering season based on the new rate structure with metered usage. To find what your usage was historically, log in to the 'Eye On Water' app and check your historical usages. [Click here](#) for instructions to get an account and look up historical water usage.

Enter the month	May	(Use the drop-down menu to pick a month)
Enter gallons used	300,000	(Enter estimated gallons used)
Enter property size	1	(Enter lot acreage. You can find this information by clicking on your lot on the Utah County Parcel Map)
Total Estimate Bill	\$226.48	(Base Rate + Usage Rate)

Pressurized Irrigation Bill Calculations

The pressurized irrigation bill is made up of two parts; base rate and usage rate. The base rate is a flat fee charged on a monthly basis, all year long. The usage rate is charged based on actual water meter usage data which is collected from April thru October. Base and Usage rate calculations for your lot are:

Base Rate Calculation **\$42.44** (\$42.44/month/ac) x (lot acreage)

Usage Rate Calculation	Tier 1*	Tier 2	Tier 3	Tier 4	Tier 5	Tier 6
2025 Tiered Costs (per 1,000 gallons)	\$0.129	\$0.368	\$0.459	\$0.734	\$1.102	\$1.396
Gallons Allowed Per Tier*	81,750	27,250	54,500	54,500	54,500	108,727,500
Gallons Used Per Tier	81,750	27,250	54,500	54,500	54,500	27,500
Cost Per Tier	\$10.55	\$10.03	\$25.02	\$40.00	\$60.06	\$38.39
Total Usage Charge (Total Tiers)	\$184.04					

*For the lowest possible bill, keep water usage within Tier 1. "Gallons Allowed Per Tier" fluctuates by month throughout the watering season.

- Base Rate the same regardless of usage
- Tiered Rates- 6 tiers
- Tier 1 based on ~70% of allotment to reward conservation
- Tier 2 based on 100% allotment
- Allotment based on 2.5 ac-ft/ irrigated acre

PI Metering- Council input

Should rates be based on lot size?

Should we consider a conservation rate?

Thoughts on Tiers?

Should top tiers be more punitive?

- Would help to fund capital improvements for higher than expected system demands

Thoughts on modeling after Alpine?

- 70% tier 1- reward conservation?
- Higher base covers most of the O&M cost?

PI Rates- Next Steps

- Staff to meet with Fred Philpot to zero in on \$ amounts
- Bring options back to city council to consider
- Use year 1 to demonstrate how new rates will affect residents
- Set rates prior to 2027 irrigation season
- Be transparent to residents and provide opportunities for feedback



FUTURE MEETINGS

- March 11, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- March 24, City Council Meeting, 6:00 pm, City Hall
- March 31, Planning Commission Meeting, 7:00 pm, City Hall
- April 1, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- April 21, City Council Meeting, 6:00 pm, City Hall
- April 28, Planning Commission Meeting, 7:00 pm, City Hall

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.



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.

PROPOSED AMENDMENT TO MINUTES

Agenda Item 3a

February 17, 2026

1. Insert the text “of extra cash the city had no plans for” immediately after the text “\$500,000” in the fourth paragraph under item 4d in the draft minutes.

Doug Cortney
Council Member

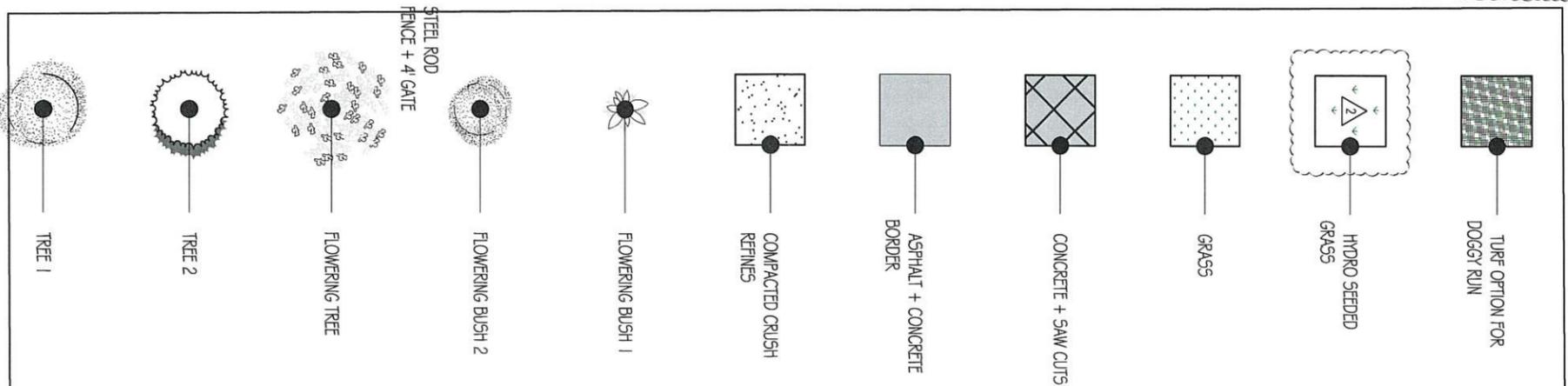
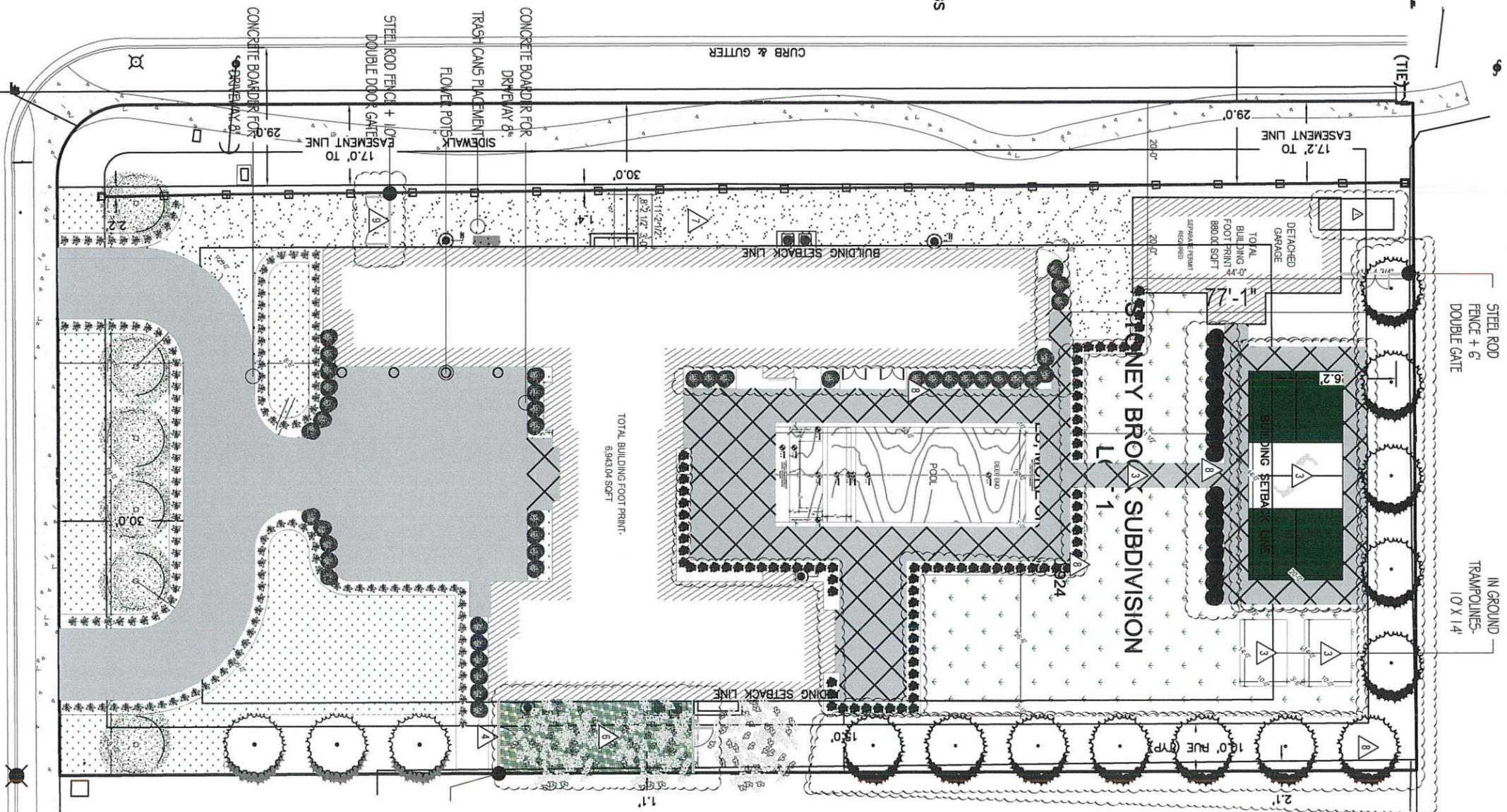
Hi, Doug:
I'm fine with this change.

Stephannie Cottle, CMC | UCC
City Recorder/Executive Assistant
(801) 772-4505
scottle@highlandut.gov
Office hours M-TH 7:30 am – 6:00 pm



BASIS OF BEARINGS
(MEASURED MON
TO MPN)
4800 WEST
STREET

STONEY BROOK LANE



47.0' ROW

CURB & GUTTER

CURB & GUTTER

STEEL ROD
FENCE + 6'
DOUBLE GATE

IN GROUND
TRAMPOLINES-
10' X 14'

(TIE)

17.2' TO
EASEMENT LINE

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TOTAL BUILDING FOOT PRINT:
6,943.04 SQFT

STONEY BROOK SUBDIVISION

BUILDING SETBACK LINE

BUILDING SETBACK LINE

BUILDING SETBACK LINE

CONCRETE BOARDER FOR
DRIVEWAY 8"
TRASH CANS PLACEMENT
FLOWER POLES
SIDEWALK

STEEL ROD FENCE + 10'
DOUBLE DOOR GATE

CONCRETE BOARDER FOR
DRIVEWAY 8"

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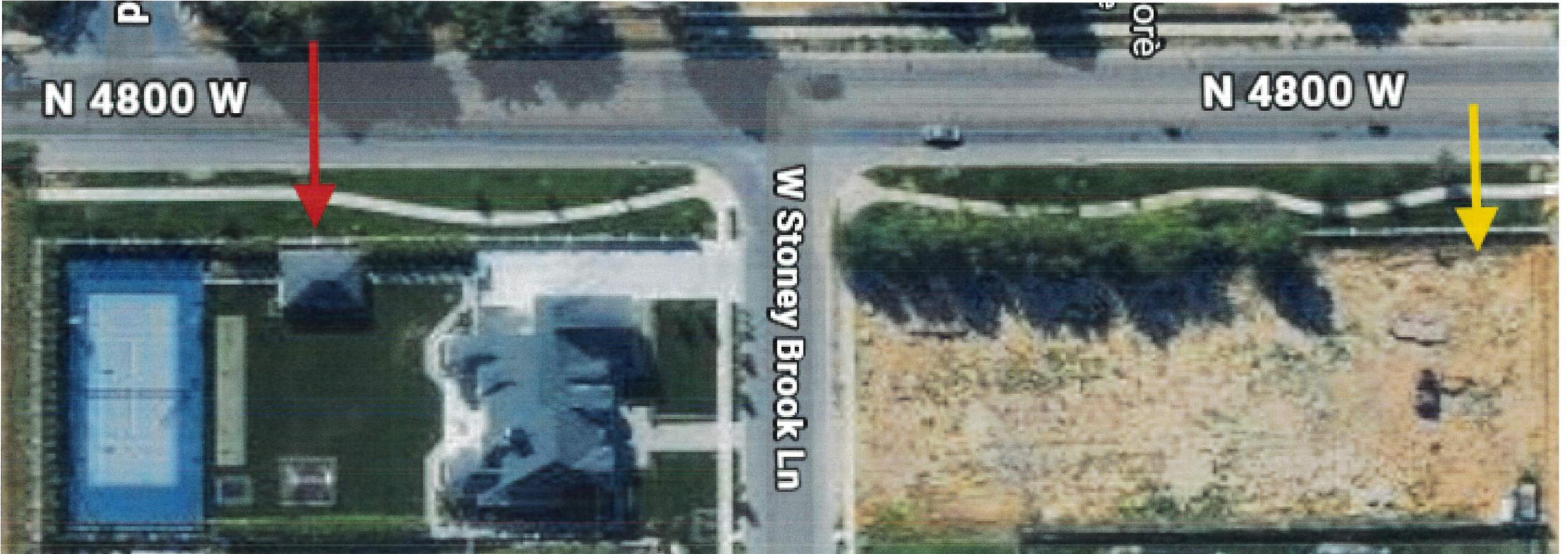
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Highland City Council

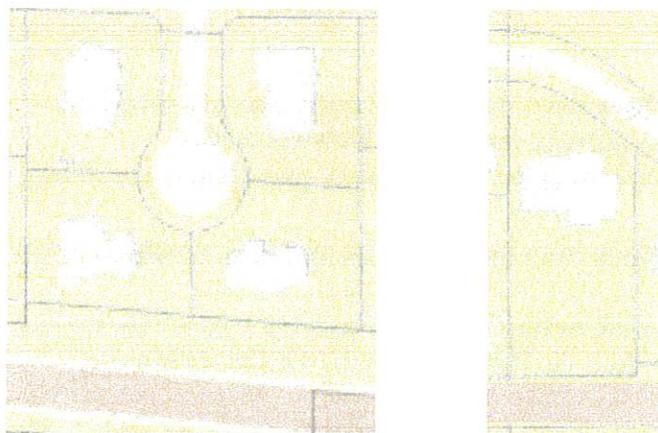
Doug Cortney

March 3, 2026

Proposed Amendment 4a-1

Background

The item on the agenda updates side setbacks for corner lots where the side lot line abuts a Parkway Detail. This leaves two similar cases where setbacks from Parkway Detail differ — the case where the end of a cul-de-sac abuts the collector road and the case where the back of a double-fronted lot does. I'd like to align these so the setbacks look the same from the street. I'm proposing an amendment rather than asking for this to come back at a later date in the hopes that we can minimize staff time required.



Proposal

I propose updating the text prepared by staff so that it applies where either a front or rear lot line abuts a Parkway Detail. Specifically, I propose amending the code distributed in the agenda packet as follows.

1. In the proposed HDC 3-4109(4)(c)(i), insert the text “or rear” immediately after the text “from the side”.
2. Promote HDC 3-4109(4)(c)(i) to HDC 3-4109(4)(d) and renumber accordingly.
3. In the proposed HDC 3-4209(4)(c)(i), insert the text “or rear” immediately after the text “from the side”.
4. Promote HDC 3-4209(4)(c)(i) to HDC 3-4209(4)(d) and renumber accordingly.
5. In the proposed HDC 3-4259(4)(c)(i), insert the text “or rear” immediately after the text “from the side”.
6. Promote HDC 3-4259(4)(c)(i) to HDC 3-4259(4)(d) and renumber accordingly.

Note that this changes the current setbacks in two ways.

- The default rear setback in these two cases changes from 10 feet to 20 feet.
- In cases where we have a 20' parkway detail easement (as in the case that brought this to Council), there would be an additional 1-foot setback required.

Motions

A. If a Main Motion

I move that the City Council adopt the proposed amendment modifying residential accessory structure setbacks from parkway details, including "Proposed Amendment 4a-1" as distributed.

B. If an Amendment

I move to amend the motion according to "Proposed Amendment 4a-1," as distributed.

Details

This will result in code that looks like this (using HDC § 3-4109 from R-1-40 as the example).

4. Setbacks. All accessory buildings shall comply with the following setbacks, unless a greater setback is otherwise required:
 - a. All accessory buildings shall be set back from the front property line a minimum of thirty feet (30') or consistent with the primary dwelling, whichever is less.
 - b. An accessory building shall be set back from the rear property line a minimum of ten feet (10').
 - c. All accessory buildings shall be set back from the side property line a minimum of ten feet (10').
 - d. All accessory buildings shall be set back twenty feet (20') from the side or rear lot line which abuts a street or one foot (1') from the Parkway Detail, whichever is more restrictive.
 - e. All accessory buildings shall be placed no closer than six feet (6') from the main building. Said six feet shall be measured to the closest part of the structures including any roof overhang.

Utah's TOP DISASTERS

The top disasters threatening Utah include :

1. High magnitude earthquakes along the Wasatch Fault
2. Severe Wildfires
3. Significant flooding
4. Prolonged drought
5. Landslides
6. Severe winter storms
7. Hazardous material incidents
8. Utah also faces potential ecological and economic collapse due to the shrinking Great Salt Lake.
- (9. Potential mine disasters: such as the the Canyon Crandall mine and the collapse of Bingham mine.)

