



HIGHLAND CITY COUNCIL MINUTES

Tuesday, March 24, 2026

Approved April 21, 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: Mayor Brittney P. Bills

Pledge of Allegiance: Council Member Liz Rice

Respect Statement: Mayor Brittney P. Bills

The meeting was called to order by Mayor Brittney P. Bills as a regular session at 6:03 pm. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting. The prayer was offered by Mayor Brittney P. Bills and those in attendance were led in the Pledge of Allegiance by Council Member Liz Rice. The Respect Statement was read by Mayor Brittney P. Bills.

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, Human Resources Generalist Jess Andra

OTHERS PRESENT: Jon Hart, Taylor Cutler, Alexandra Gruenewald, Heidi Conover, Angee Tanner, Britney Schultz, Brent Murdock, Lori Murdock, Kristin Richey, Sherry Kramer, Eileen H. Miller, Jerilene Pace Symmes, Liam Thrailkill

1. UNSCHEDULED PUBLIC APPEARANCES

Anyone may share information with the City Council. If your comments require a response, staff or an Elected Official will contact you. Please limit your comments to three minutes per person. Please state your name.

Eileen H. Miller, from the Utah Valley Home Builders Association, announced that Highland has seven homes participating in this year's Parade of Homes, running from June 4-20. This represents a significant increase from last year when Highland had no participating homes. Ms. Miller noted the most expensive home in the show is valued at \$40 million. She also emphasized that builders have been instructed to obtain resident permission before

placing signs on private property to comply with Highland's zoning requirements.

Taylor Cutler thanked Council Member Rice for visiting the Canal Boulevard and 6180 West intersection and acknowledged progress on paint and potential pedestrian studies. Ms. Cutler continued advocating for a flashing pedestrian walk sign or stop sign at this location, emphasizing ongoing safety concerns.

Heidi Conover, expressed concerns about her 12-year-old son who crosses Canal Boulevard at 6180 West ten times per week for school. She noted increased traffic over the years and requested a flashing pedestrian crossing or stop sign to improve safety for school children and neighborhood residents.

Alexandra Gruenewald addressed the 6180 West intersection safety issues, stating her intention was not to be a frequent speaker but emphasizing the intersection's dangerous conditions. She noted that while other east-west connectors (10400 North and 9600 North) have been discussed previously in council meetings, Canal Boulevard receives the most attention in meeting records. Ms. Gruenewald described personal experiences with near-misses while crossing with children and expressed concerns about liability costs versus improvement costs. She highlighted that while improvements are planned for other roads in the general plan, no improvements are specifically designated for the Canal Boulevard intersection.

Angee Tanner spoke on behalf of the Cottages on the Green HOA, a 40-year-old community zoned for no fencing. She described significant traffic noise increases since Canal Boulevard opened and questioned how the city plans to compensate older neighborhoods affected by new development. Ms. Tanner noted that only three unfenced properties remain along Canal Boulevard north to Timpanogos Highway, all built before 1985. She requested consideration for upgrading antiquated areas as new development occurs, noting that 18 of 24 HOA residents are on fixed incomes. A quote for 508 feet of barrier fencing was \$60,000, which is financially challenging for the community.

Britney Schultz also addressed the Canal Boulevard and 6180 West intersection, requesting safety measures such as a stop sign or flashing lights to help children cross safely. She noted that her 8 and 10-year-old children should be able to cross independently but currently require adult supervision due to safety concerns.

2. PRESENTATIONS

Items in this section are formal presentations by invited organizations or individuals. If further discussion is needed, it will be brought to the City Council on a future agenda.

a. **New Employee Introduction**

Erin Well, City Administrator, will present new employees to the City Council.

City Administrator Wells introduced Ryan Selee, the city's new staff engineer who joined after nearly two years of recruitment efforts. Ryan brings both municipal and private engineering experience and has already begun work on Canal Boulevard pedestrian counts as one of his initial assignments.

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

March 3, 2026

b. **Large Purchase Ratification** *General City Management*

Erin Wells, City Administrator

The Council will consider the request to ratify large purchases for February 2026.

Brittney Bills asked for 3C be postponed to later in the meeting when the Planning Commission appointee is able to attend.

Council Member Ron Campbell MOVED to approve consent item 3a and 3b.

Council Member Liz Rice 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

4. ACTION ITEMS

Items in this section are to be acted upon individually by the City Council. A report will be given on these items.

a. ACTION: Plat Amendment: Highland Heights Lots 18 & 19 Land Use (Administrative)

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider a request from Brent Murdock to approve a plat amendment adjusting the lot line between his and his neighbor's properties.

City Attorney/Planning & Zoning Administrator Patterson presented a minor lot line adjustment between two lots in the Dry Creek area, just south of 11800 North. The request involves shifting approximately 1,000 square feet from one lot to another to align with landscaping patterns established over the past 20 years. Both property owners have agreed to the adjustment, and staff recommends approval subject to obtaining final utility company approvals and recording required deeds with the county.

Council Member Cortney praised the collaborative approach between neighbors and proposed an amendment to finding number 5 to better reflect compliance with development code requirements.

Council Member Liz Rice MOVED that City Council accept the findings and APPROVE the proposed subdivision plat amendment subject to the one (1) stipulation recommended by Doug Cortney, and not by staff.

There was some discussion regarding the implications of the motion and Council Member Rice offered an alternate motion.

Council Member Liz Rice MOVED that City Council accept the amended 4A-1 findings and APPROVE the proposed subdivision plat amendment subject to the one (1) following stipulation recommended by staff.

- 1. Prior to recording the plat, the applicant obtain all utility company approvals for adjusting the PUEs and record a deed transferring the property moved from lot 19 to lot 18.*

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>

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

The motion carried 5:0

b. RESOLUTION: Fling Fees Update General City Management

Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will consider a request to approve an increase to the fees related to the Highland Fling summer celebration.

Assistant City Administrator/Community Development Director Baughman presented a proposal for a 10% fee increase for Highland Fling events, with Council Member Cortney suggesting rounding to nearest dollar amounts to simplify on-site transactions. Mr. Baughman noted that fixed costs have increased 9-25% over the past three years, making the increase necessary for the event's financial sustainability.

Council members expressed concerns about potential impacts on participation, particularly regarding sponsorship fees given last year's lack of a promotional booklet. Several members worried that fee increases might discourage business participation and community engagement. Specific concerns were raised about youth fees and sponsorship levels.

After extensive discussion about balancing fiscal responsibility with community accessibility, Council Member Campbell proposed modifications to the increase proposal, focusing on maintaining affordability and fostering participation among community members. He suggested raising fees to the rounded amounts as outlined, but with exceptions for certain categories to remain at current levels. Specifically, the modifications included maintaining existing fees for disc golf youth participants, pickleball registration for players under 17, sponsorship fees, and art show entries for both adult and youth categories. These exceptions aimed to support youth involvement in community events and to address concerns about sponsorship participation, considering last year's feedback regarding the lack of a promotional booklet. Council Member Cortney supported this motion, acknowledging the importance of a balanced approach that addresses fiscal needs while ensuring accessibility and community engagement. Council Member Rice noted potential collaboration opportunities with the Chamber of Commerce for Fling event support.

Council Member Ron Campbell MOVED that City Council raise the fees as outlined in the attachment, with the exception of disc golf for youth, pickleball for registration players under 17, the art show for both adult and youth, and sponsorships remaining the same. All increased fees will use the rounded amount.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

Council Member Ron Campbell Yes
Council Member Doug Cortney Yes
Council Member Liz Rice No
Council Member Kim Rodela Yes
Council Member Scott L. Smith Yes

The motion carried 4:1

5. EXPEDITED ITEMS

Items in this section are to be acted upon individually by the City Council. These items have previously been discussed by the Council. No report will be given.

a. RESOLUTION: Highland Boulevard Roundabout MAG Grant Memorandum of Understanding *General City Management*
City Staff

The City Council will consider approving a Memorandum of Understanding (MOU) with Mountainland Association of Governments related to improvements along Highland Boulevard.

City Engineer/Public Works Director Trusty explained the Memorandum of Understanding with Mountainland Association of Governments for Highland Boulevard improvements, including roundabout construction and median installations. The agreement provides \$1 million in funding, with potential excess funds available for other street projects such as detour road maintenance or 10100 North improvements in the Ridgeview area.

Council Member Smith asked about using excess funds for traffic calming measures, which Mr. Trusty stated that the excess is eligible for road projects.

Council Member Scott L. Smith MOVED that the City Council approve the Memorandum of Understanding and resolution between Mountainland Association of Governments and Highland City for the funding of improvements along Highland Boulevard, which includes the roundabout and medians, as discussed.

Council Member Liz Rice 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

6. DISCUSSION ITEMS

Items in this section are for discussion, and include supplementary information in the packet. No final action will be taken.

a. Potential Personnel Policy Change - Automatic Retirement Contribution Amounts for Employees *General City Management*

Jess Andra, Human Resources Generalist

The City Council will consider a possible adjustment to city personnel policies regarding retirement contributions for staff.

Human Resources Generalist Jess Andra presented options for changing from an "opt-in" to "opt-out" retirement contribution system for employees. Currently, the city provides a 2.2% base contribution plus up to 4% matching for employee 401k/457 contributions, serving as a substitute for Social Security. Eight of 34 employees currently do not participate in the full 4% match. Research suggests 90% of people stick with default settings, potentially improving employee retirement security through automatic enrollment with opt-out provisions. However, Council Members expressed concerns about fiscal impacts on taxpayers and the importance of employee choice.

Council Member Smith emphasized the need to balance employee benefits with taxpayer considerations, while Council Member Campbell argued that automatic enrollment would benefit employees long-term, comparing it to military GI Bill programs.

After discussion, the Council decided not to move forward with changing to an opt-out system, preferring to maintain the current opt-in approach while clarifying existing policies. City Administrator Wells indicated that

Administration is working on comprehensive updates to the City’s personnel policy manual and this matter may be discussed again at the time those updates are presented to the Council.

Mayor Bills requested that the Community Development Update be provided after the Open Space and Orphan Parcel Sale Application.

b. Open Space & Orphan Parcel Sale Application *General City Management*
Jay Baughman, Assistant City Administrator/Community Development Director

The City Council will discuss the Open Space & Orphan Parcel Sale Application and give feedback to staff.

Mr. Baughman presented a draft application process for residents seeking to purchase city-owned orphan parcels adjacent to their properties. The administrative tool would help staff evaluate requests against established criteria before bringing them to the council for final decisions.

Council Members discussed the appropriateness of including questions about property encroachment, with mixed opinions on whether this should result in penalty pricing or simply acknowledgment of existing conditions. Some members expressed concern about penalizing residents who have maintained City property due to lack of city maintenance, while others supported documenting encroachment history.

Council Member Cortney suggested adding language clarifying that prices are set by council and including application dates for pricing consistency.

The Council generally supported the application approach while declining to add the encroachment penalty provisions at this time.

COMMUNICATION ITEM

g. Community Development Update ([Current Projects List](#))

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

City Attorney/Planning & Zoning Administrator Patterson and Assistant City Administrator/Community Development Director Baughman discussed complexities surrounding accessory structures and setback requirements in Highland. After a recent case involving a resident who constructed a pergola violating setback rules, the Council considered amending the zoning code to better accommodate open space neighborhood realities.

Proposed Solutions:

Option 1: Redefine setbacks for decks and covered patios to be treated as accessory structures, with a minimum 10-foot distance from property lines. Staff expressed support for making this change, as it would potentially aid several residents facing similar challenges without causing major visual or neighborhood impact.

Options 2 and 3: Consider broader revisions, such as changing rear lot setbacks in open space zones or altering accessory structure setbacks. However, these solutions might encourage larger home extensions and have more significant urban impact. Therefore, these options were not favored as much compared to Option 1.

The Council generally expressed agreement with Option 1 as the most straightforward solution to current issues, enabling homeowners to obtain necessary permits more easily without contravening City regulations.

Mr. Patterson also sought Council input on whether plat amendments should continue to be brought before the Council or handled administratively by staff. The Council was divided on the issue: Council Members Smith and

Rice favored continuing to involve the Council in plat amendment decisions due to the importance of ensuring awareness and maintaining oversight on land use matters. Conversely, Council Members Rodela and Campbell supported delegating these decisions to staff, emphasizing efficiency and trusting staff judgment on non-controversial amendments. Council Member Cortney expressed support for administrative approval but recognized the need for an "escape valve" to refer complex cases to the Council. Council Member Rice emphasized the importance of involving the Council in plat amendment decisions to prevent any potential surprises for the Council Members and maintain transparency. She expressed concerns about the instances where Council Members might be approached by residents questioning a decision on plat amendments that were not publicly discussed or brought to the Council's attention. She stated that being aware and involved in such decisions empowers the Council Members to respond knowledgeably to resident inquiries, ensuring they are not caught off guard.

7. COMMUNICATION ITEMS

Items in this section are for notification and update. No final action will be taken.

a. **Traffic Calming Toolbox - East West Collector Road Rankings**

Chris Trusty, City Engineer/Public Works Director

Mr. Trusty presented a comprehensive traffic analysis of east-west corridors using the city's traffic calming toolbox scoring system. The analysis considered factors including 85th percentile speeds, traffic volumes, accident history, roadway context, and proximity to schools and active transportation facilities. Key findings showed 11800 North and Canal Boulevard East tied for highest priority scores of 100, followed by 10400 North (87), 9600 North (70), Canal Boulevard West (60), Canal Boulevard Mid (45), and 11200 North (35). For the highest-priority 11800 North corridor, staff recommended chicanes at the school crossing with rapid flashing beacons. For Canal Boulevard at 6180 West, painted bulb-outs were proposed as an alternative to concrete installations, offering faster implementation and better visibility while avoiding winter maintenance issues.

Mr. Trusty addressed four-way stop sign requests, noting that traffic calming guidelines discourage stop signs for speed reduction and that the intersection does not meet Manual on Uniform Traffic Control Devices (MUTCD) warrant requirements for four-way stops based on current traffic and pedestrian volumes.

Regarding Canal Boulevard naming consistency, staff noted confusion between "Madison Avenue" and "Canal Boulevard" designations and sought Council direction on standardizing the name throughout the corridor. Council members generally supported the proposed chicanes for 11800 North and painted bulb-outs for Canal Boulevard, while expressing continued concern about the 6180 West intersection safety issues. There was mixed opinion on street name standardization, with some preferring to survey affected residents before making changes.

CONSENT ITEM

c. **Planning Commission Appointment** *General City Management*

Brittney Bills, Mayor

The City Council will consider the Mayor's request to ratify the appointment of Steve Scharmann and Liam Thrailkill as Alternates on the Planning Commission.

The Council revisited this item when appointee Liam Thrailkill arrived. Mr. Thrailkill introduced himself and indicated that he is currently working for Holland and Hart law firm in government affairs, with previous experience at the Utah League of Cities and Towns. He served on the General Plan Advisory Committee and supports maintaining Highland's existing zoning patterns.

Council members praised his qualifications and experience. Council Member Smith emphasized the importance of Planning Commission attendance and participation, noting the body's significant authority in land use decisions.

Council Member Kim Rodela MOVED that the City Council ratify the Mayor's appointment of Steve

Scharmman and Liam Thrailhill as Alternate Commissioners on the Planning Commission to serve for one year terms.

Council Member Ron Campbell 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

COMMUNICATION ITEMS (CONT.)

b. Parks and Open Space Watering Plans 2026

Chris Trusty, City Engineer/Public Works Director

Mr. Trusty presented information concerning drought conditions, with current snowpack at 58% and water supply forecast at 65% of normal. American Fork Irrigation Watermaster Ernie Johns indicated this could be the driest year in 30 years without significant precipitation in coming weeks.

Staff outlined three watering options: (1) start irrigation April 15 with voluntary conservation, (2) irrigate only playable fields and ball fields starting in May, or (3) no watering until May. Each option carries risks regarding brown areas, over-watering compensation, and long-term turf recovery.

Council Members strongly favored Option 1, citing concerns that delayed watering leads to over-watering when irrigation begins and potential use of culinary water for emergency watering. Council Member Campbell emphasized the urgent need for resident education about water conservation, suggesting voluntary reduction to two days per week.

Discussion included implementing comprehensive conservation education, promoting smart irrigation systems, and potentially expanding conservation messaging to include indoor water use reductions.

c. Potential Text Amendment - Requiring Development to Bury Power Lines

Liz Rice, Council Member

This item will be discussed at a later meeting.

d. Emergency Preparedness

Liz Rice, Council Member

Council Member Rice encouraged community participation in the April 16 Great Shake Out drill and promoted various emergency preparedness resources including NFPA backpack emergency kits, Be Ready Utah website, senior-specific preparedness information, and wildfire preparedness for pets.

e. Central Utah 911 Update

Doug Cortney, Council Member

This item will be discussed at a later meeting.

f. Fire Station Driveway Update

Chris Trusty, City Engineer/Public Works Director

City Engineer/Public Works Director Trusty reported change orders totaling approximately \$30,000 beyond the original \$244,000 project budget due to construction complications. Issues included sidewalk repairs, utility relocations, and discovery of failed roof drainage systems that had compromised the parking lot foundation. Staff recommended proper remediation including geo-grid installation and improved drainage to prevent future problems.

The project also required relocation of the dumpster pad due to neighbor concerns. Staff is pursuing reimbursement from Rocky Mountain Power for delays caused by their slow response to utility relocations.

d. 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 9:21 pm Council Member Scott L. Smith MOVED that the City Council recess the regular meeting to convene in a closed meeting in the Executive Conference Room to discuss deployment of security personnel, devices, or systems, and pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.

Council Member Liz Rice 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 Doug Cortney 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 10:42 pm.

ADJOURNMENT

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

The meeting adjourned at 10:43 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 24, 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 24, 2026

Please Sign the Attendance Sheet

Scan for Agenda





6:00 PM REGULAR SESSION

Call to Order – Mayor Brittney P. Bills

Invocation – Mayor Brittney P. Bills

Pledge of Allegiance – Council Member Liz Rice

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. New Employee Introduction - *Erin Wells, City Administrator*

Ryan Selee, Staff Engineer



CONSENT ITEMS *(5 minutes)*

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

- 3b. Large Purchase Ratification
General City Management

- 3c. Planning Commission Appointment
General City Management

Motion to Approve

I move that the City Council approve consent item 3a, the approval of meeting minutes from March 3, 2026; item 3b, Ratification of Large Purchases; and item 3c, Planning Commission Appointment.



PLAT AMENDMENT: HIGHLAND HEIGHTS LOTS 18 & 19

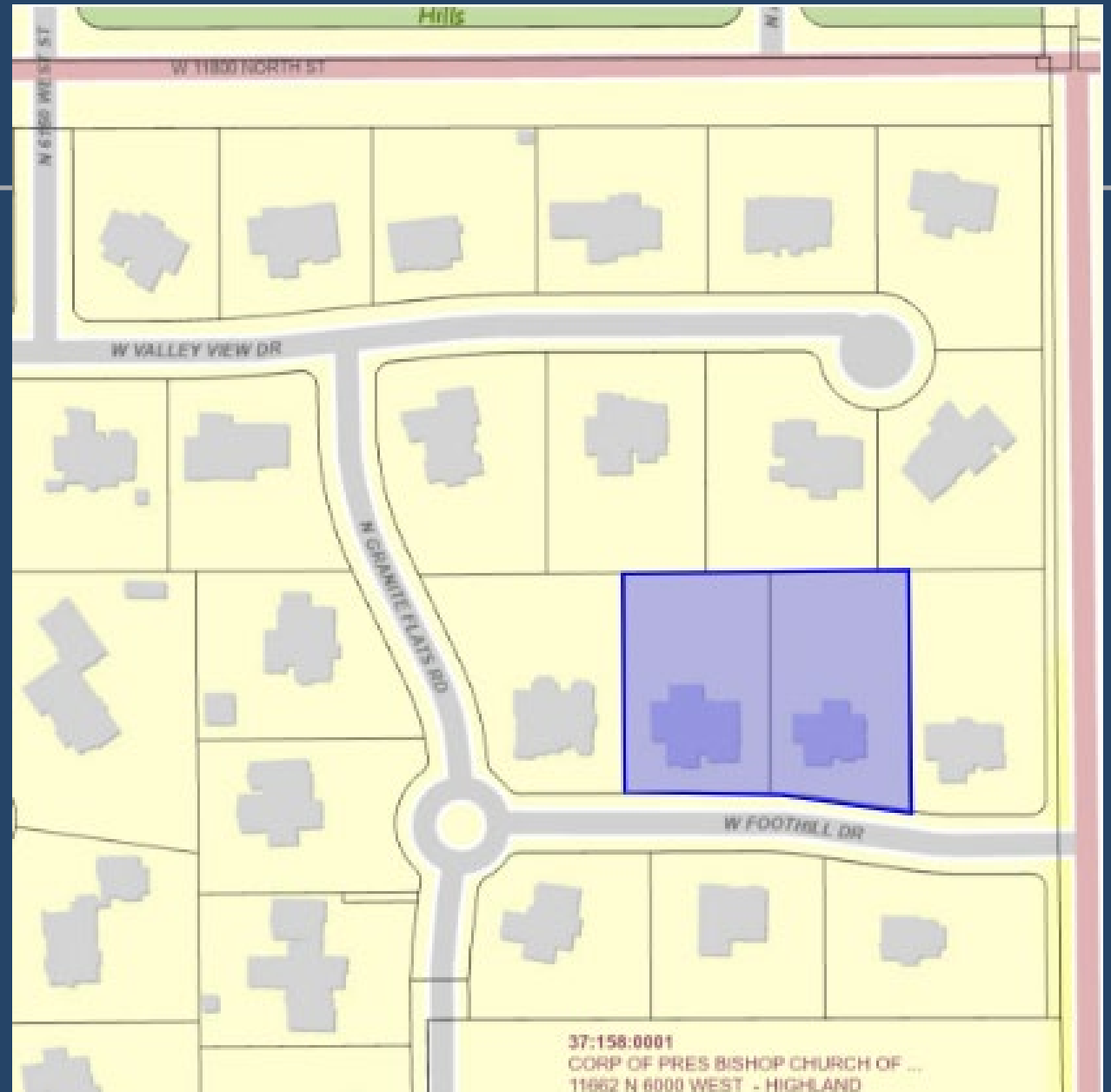
Land Use (Administrative)

Item 4a - Action

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

Vicinity Map

- Lots 18-19
- Highland Heights
- 6050 W 11690 N



Proposed Plat Amendment

- Shifts lot line between lots 18 and 19
- Moves approximately 1035 square feet from lot 19 to lot 18
- Frontage and setback requirements met
- Both lots are currently under 30,000
- With amendment, one lot will exceed 30,000
- Subdivision has more smaller lots than currently allowed, and adjustment helps ameliorates this

Required Findings

- 1. Neither the public interest nor any person will be materially injured by the proposed amendment
- 2. There is good cause for the amendment
- 3. All easements for water and sewer facilities are preserved
- 4. No public right of way is being vacated
- 5. The proposed amendment meets all requirements of the Development Code

Staff Review

- Notice mailed to adjacent property owners March 5
- No objections
- No hearing required
- Staff believes all findings are met to approve plat
- One stipulation: Prior to recording the plat, the applicant obtain all utility company approvals for adjusting the PUEs and record a deed transferring the property moved from lot 19 to lot 18.

Motion to Approve

I move that City Council accept the findings and APPROVE the proposed subdivision plat amendment subject to the one (1) stipulation recommended by staff.



FLING FEES UPDATE

General City Management

Item 4b – Action/Resolution

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

Fling Fee Increase

These fees will be in effect for the 2026 Fling

The proposed fee increase is 10%

Proposal to adjust amounts to the nearest dollar to avoid having to deal with so much change

Fling Fee Increase

Highland Fling Entry Fees		Current Fee	10% Increase	10% Rounded
5K Run	Early Registration \$15.00	\$15.00	\$16.50	\$17.00
	Late Registration \$25.00	\$25.00	\$27.50	\$28.00
	On-site Registration (no shirt guaranteed)	\$30.00	\$33.00	\$33.00
Fun Run	Early Registration	\$10.00	\$11.00	\$11.00
	Late Registration & On-site Registration	\$15.00	\$16.50	\$17.00
Car Show	With Shirt	\$20.00	\$22.00	\$22.00
	Without Shirt	\$10.00	\$11.00	\$11.00
Disc Golf Tournament	Without Trilogy Set	\$15.00	\$16.50	\$17.00
	With Trilogy Set	\$35.00	\$38.50	\$39.00
	Youth Without Trilogy Set	\$35.00	\$38.50	\$39.00
	Youth With Trilogy Set	\$15.00	\$16.50	\$17.00

Motion to Approve

I move that City Council adopt a resolution authorizing the proposed changes to the Highland City Fee Schedule regarding the Highland Fling.



HIGHLAND BLVD ROUNDABOUT MAG GRANT MEMORANDUM OF UNDERSTANDING

General City Management

Item 5a – Expedited

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

Motion to Approve

I move that the City Council approve the Memorandum of Understanding and resolution between Mountainland Association of Governments and Highland City for the funding of improvements along Highland Boulevard.



POTENTIAL PERSONNEL POLICY CHANGE - AUTOMATIC RETIREMENT CONTRIBUTION AMOUNTS FOR EMPLOYEES

General City Management

Item 6a - Discussion

Presented by - Jess Andra, Human Resources Generalist

Employee Retirement Policy

- Current practice: 2.2% employer contribution and up to a 4% match, Opt-in program
- This policy would formalize the current practice and change it to an opt-out program
- The City educates the employees of the opt-in program during new hire orientation, at open enrollment, through email reminders as well as, on occasion, during staff meetings.
 - The same practice would continue if the opt-out program is adopted.



OPEN SPACE & ORPHAN PARCEL SALE APPLICATION

General City Management

Item 6b – Discussion

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

Open Space Sale Application

Does this document elicit the information that Council Members need to come to a final decision to sell city property?

- Where is the property located?
- Does their proposal abide by the sale restrictions and criteria set by Council?

Open Space Sale Application

"Yes" or "No" on a statement that they have "placed or maintained landscaping, fencing, or other improvements on" the parcel in question, with a reference that doing so is a violation of whatever state statute or local ordinance it's a violation of.

- Increase the sale price for land sales as an encroachment penalty?



COMMUNITY DEVELOPMENT UPDATE

Item 7g – Communication

Presented by – Erin Wells, City Administrator

Rob Patterson, City Attorney/Planning & Zoning Administrator

Adam Swerdlow Pergola Issue

- Future discussion: Current permit process and improvements staff would like to see if Council is amenable to.
- As he has reached out regarding the issue, staff will continue to work with Mr. Swerdlow rather than putting a note on his title at the pre-designated deadline

Adam Swerdlow Pergola Issue Continued

- Two Issues
 - Building Code Issue – Failed footings
 - Can be fixed, but will require some extra work and costs
 - Zoning Code Issue – Setbacks
 - Can be fixed, but would require a code change

Options for Setback Code Changes

- 1 – Change rear setback requirements for attached decks/covered patios to be similar to accessory structures (10 feet), rather than home setbacks. This seems easiest solution that helps many people.
- 2 – Change open space rear setbacks for homes. Would be a much larger impact and result in larger homes within 10 feet of property lines
- 3 – Change accessory structure setbacks to not require 6-foot separation from home. Similar issues as #2 and allow technically detached structures that appear to be attached to home within 10 feet of property lines



TRAFFIC CALMING TOOLBOX

Item 7a - Communication

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

Traffic Calming East/ West Corridors

Ranking Criteria

- 85th percentile speed
- Percent drivers 10 mph over speed limit
- Daily traffic volumes
- 5-year accident history
- Roadway context
- Proximity to schools

Traffic Calming- Ranking evaluations

GREEN- LOW URGENCY

Projects scoring under
40 points

Traffic Calming not
required, passive
measures may be
installed.

YELLOW- MEDIUM URGENCY

Projects scoring
between
40 and 79 points

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

RED-HIGH URGENCY

Projects scoring
80 or more points

Both passive and tem-
porary measures rec-
ommended at this
location. Temporary
measures should even-
tually be replaced
with permanent active
measures.

Traffic Calming East/West Collectors

	11800 No	11200 No	10400 No	Canal West	Canal Mid	Canal East	9600 No
Speed Limit	35 MPH	25 MPH	35 MPH	30 MPH	30 MPH	30 MPH	25 MPH
Average Speed	36.75 MPH (1.75 over)	31.5 (6.5 over)	36.2 MPH (1.2 over)	30.5 MPH (0.5 over)	34.25 (4.25 over)	36.0 MPH (6 over)	31.2 MPH (6.2 over)
85 th % speed	40.5 MPH (16% over)	36.75 (26% over)	40.0 MPH (14% over)	35.5 MPH (18% over)	38.0 MPH (27% over)	39.75 MPH (30% over)	36.0 MPH (44% over)
% trips > 10 mph over	5.8%	26.8	3.0%	3.6%	8.3%	20%	20%
# daily trips	5,903	916	4,161	1,154	2,717	10,175	1,771
Accidents	37	23	114	5	10	10	26
Acc. /mile	37	16	50	5	14	16	6
# schools	1	0	2	0	0	0	0
length	1 Mile	1.4 Miles	2.3 miles	1 mile	0.72 miles	0.85 miles	2.3 miles
Score	100	35	87	60	45	100	70
Rank	1 (tied)	7	3	5	6	1 (tied)	4

Traffic Calming options

Road Section	Score	Urgency	Recommendations
11800 North	100	Red	<ul style="list-style-type: none">• LED Stop signs at 6000 West• Chicanes at school crossing• RRFP crossing at school
10400 North	87	Red	<ul style="list-style-type: none">• LED Stop Signs at 6000 West• RRFP at crossing across from HFP
9600 North	70	Yellow	<ul style="list-style-type: none">• Install LED Stop Signs• Install Driver feedback• Striping for narrower lanes

Canal Blvd WCG Recommends (May 2023)

Canal Blvd Section	Score	Urgency	Recommendations
Canal Blvd West	60	Yellow	<ul style="list-style-type: none">• Landscape Median• Bulb outs/ Curb extensions (Active) @ 6180 W (consider painted bulb out with posts)• RRFP at Mitchell Hollow Trail• Optical Speed Bars on curved portions• Bike Lanes (passive) (completed)• Installed “Cross Traffic Does Not Stop” at 6610 West
Canal Blvd Mid	45	Green	<ul style="list-style-type: none">• Bulb out @ Windsor Meadows Trail Crossing• Pedestrian Median (completed)• Optical speed bars (passive)• Bike Lanes (passive) (completed)
Canal Blvd East	100	Red	<ul style="list-style-type: none">• Narrower lanes (completed)• Two-way left turn lane 12’ @ intersections (completed)• Additional RRFB at Featherstone• Radar Speed Limit Signs (passive) (completed)

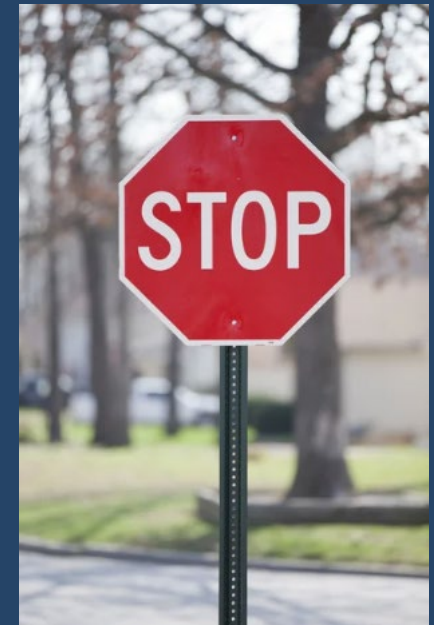
Canal Blvd @ 6180 West



- Possible painted bulb out with high-viz crossing in lieu of concrete bulb-outs and bollards
- Pedestrian counts taken March 18, 2026 counted 4 crossings in a.m. and 19 crossings in afternoon

6180 West four-way stop evaluation

- Traffic Calming Handbook specifically states stop signs should not be used for speed reduction
- Excessive use of stop signs is discouraged because overuse reduces compliance
- MUTCD established the warrant criteria for implementation of a four-way stop which include:
 - A. Crash Experience
 - B. Average Daily Traffic and Delay
 - Major street approach 300 vph
 - Minor street approach >200 units per hour including pedestrian, bicycle and vehicle
 - C. Transition for future traffic control or sight distance limitations



Additional Council Considerations

Should Madison Avenue be renamed Canal Blvd to provide consistency?



PARKS AND OPEN SPACE WATERING PLANS 2026

Item 7b – Communication

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

Parks and Open Space update- Focus

- Aerating open spaces
- Spraying herbicide on the weeds growing in the rocks and tree rings before applying pre-emergent herbicide.
- Spraying pre-emergent herbicide throughout the rock mulch.
- Planting trees.
- Watering the trees, especially the evergreens, since there hasn't been much rain.

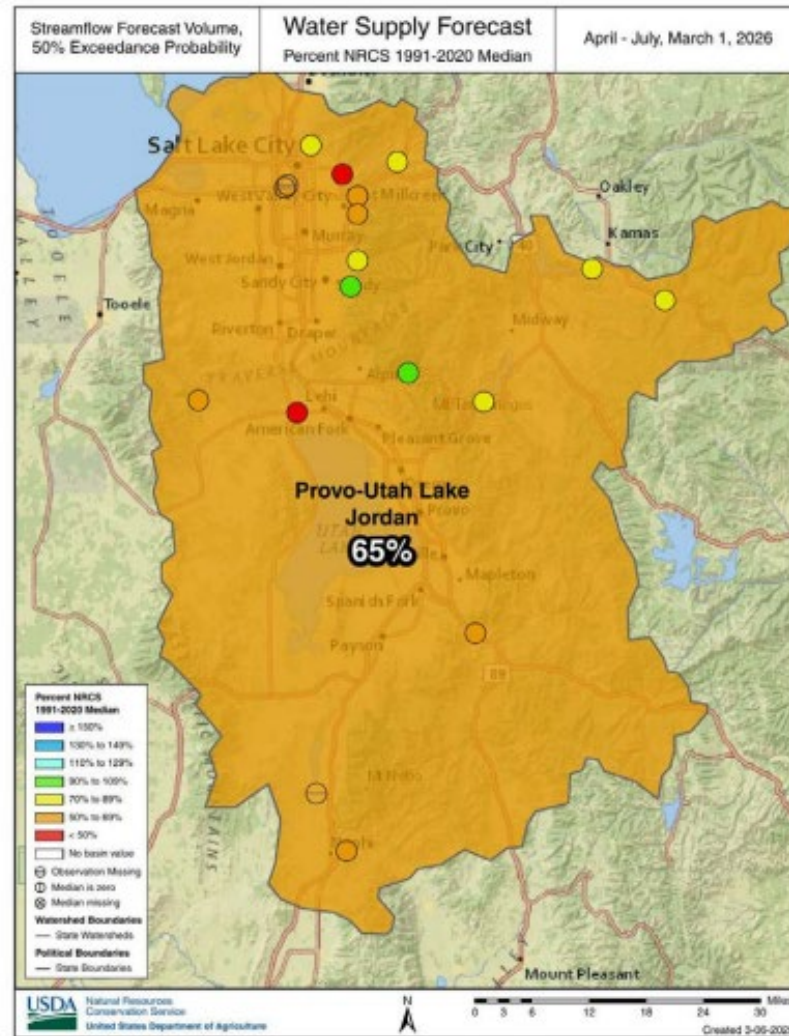
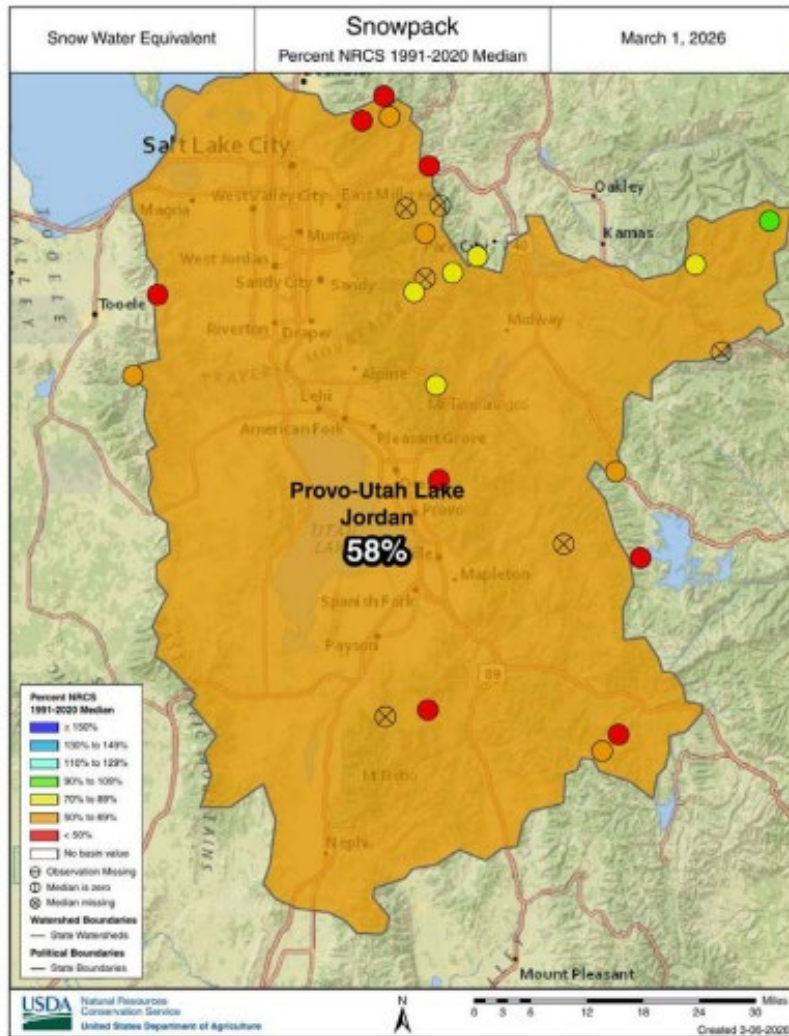


Parks and Open Space update- Focus



- Spraying weeds on the baseball fields as part of spring preparation.
- Installing four new hose bibs for the bike park.
- Removing dead trees.
- Soft fall in the playgrounds when we can
- No mowing yet as it can dry out grass

Parks and Open Space update



Allotment of Provo River-reduced 65%-80%
(70%- 3,600 AF)
2025 holdover-2,212 AF

Parks and Open Space update

Cedar Hills

- Encourage residents to not water until Mother's Day
- Reduced watering at City Parks
- Golf course reduced watering
- Fire Department exercise hydrants, not flush

American Fork

- Hold irrigation water until May 1
- Ask residents to water no more than 2x week

Parks and Open Space update

Option 1

Start irrigation
April 15 with
conservation

- Some brown areas
- Voluntary reduction in use

Option 2

Water play fields
only until May

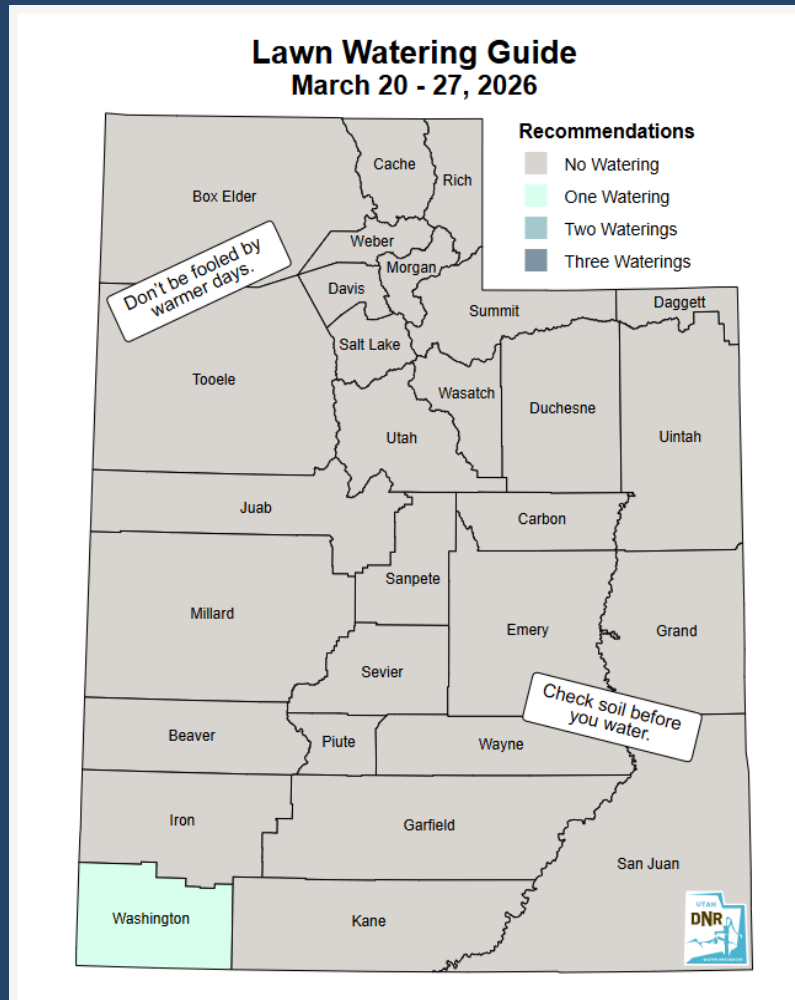
- Likely to see brown grass
- May see increased use once watering is allowed

Option 3

No watering until
May

- Brown areas
- Increased grubs
- Hard to recover

Parks and Open Space update



Conservation Education

- Residents signed up to view their usage
- City Newsletter/ flyers
- Pressure regulating sprinkler heads
- Time of day vs windy irrigation
- City website with links to State Website
- [Conservewater.utah.gov/weekly-lawn-watering-guide](https://conservewater.utah.gov/weekly-lawn-watering-guide)



POTENTIAL TEXT AMENDMENT – REQUIRING DEVELOPMENT TO BURY POWER LINES

Item 7c – Communication

Presented by – Liz Rice, Council Member



EMERGENCY PREPAREDNESS

Item 7d – Communication

Presented by – Liz Rice, Council Member

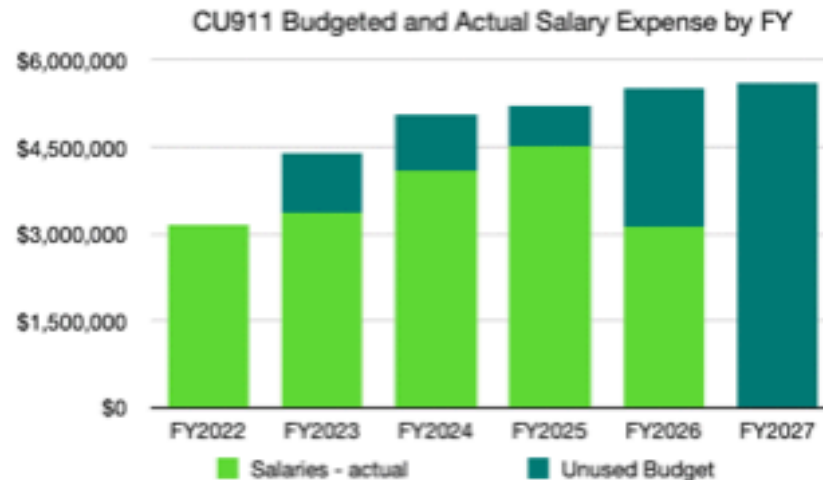
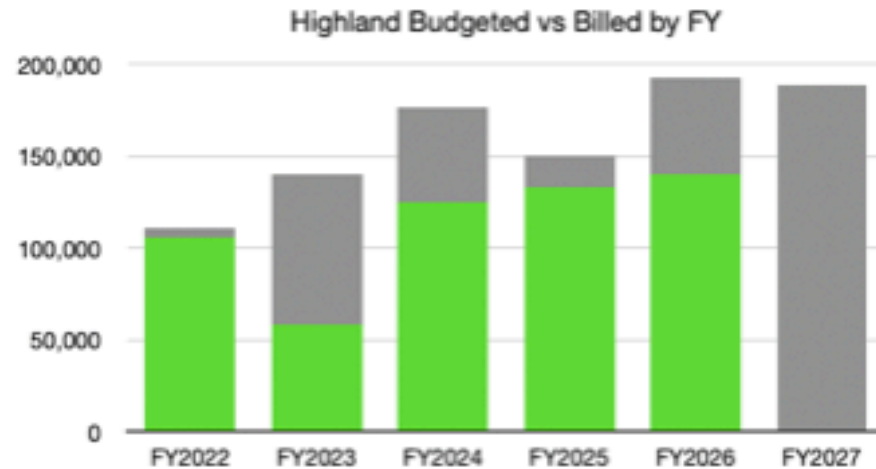
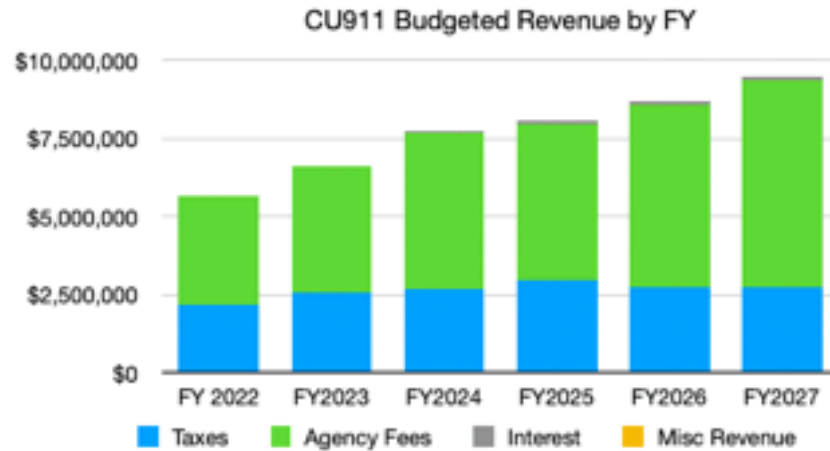


CENTRAL UTAH 911 UPDATE

Item 7e - Communication

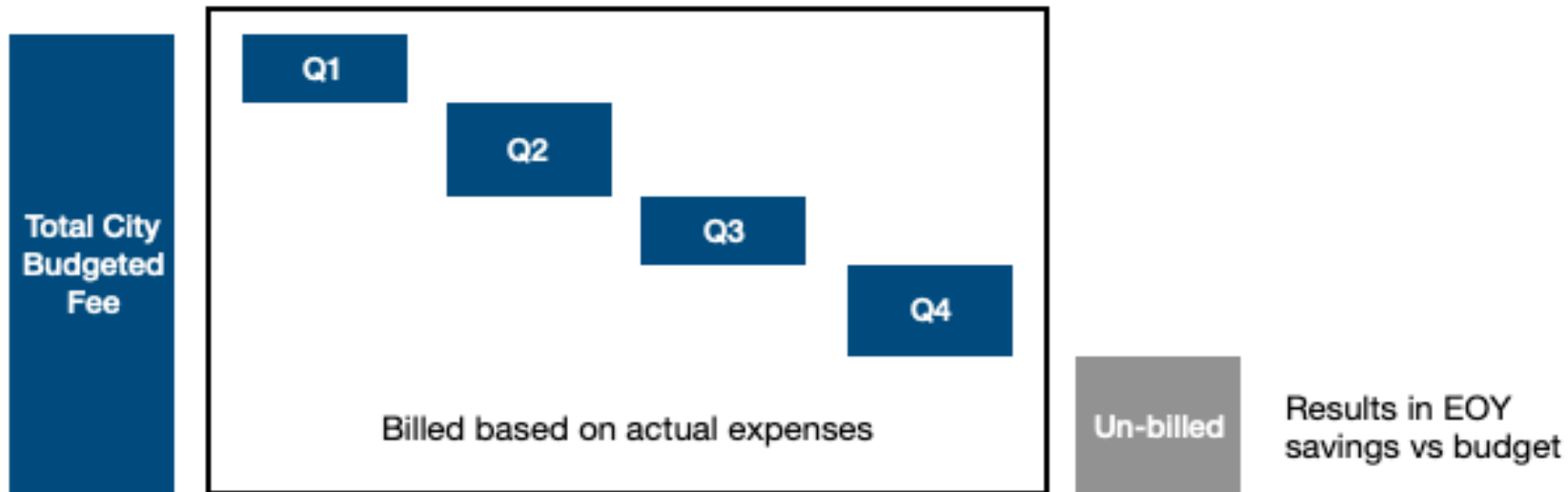
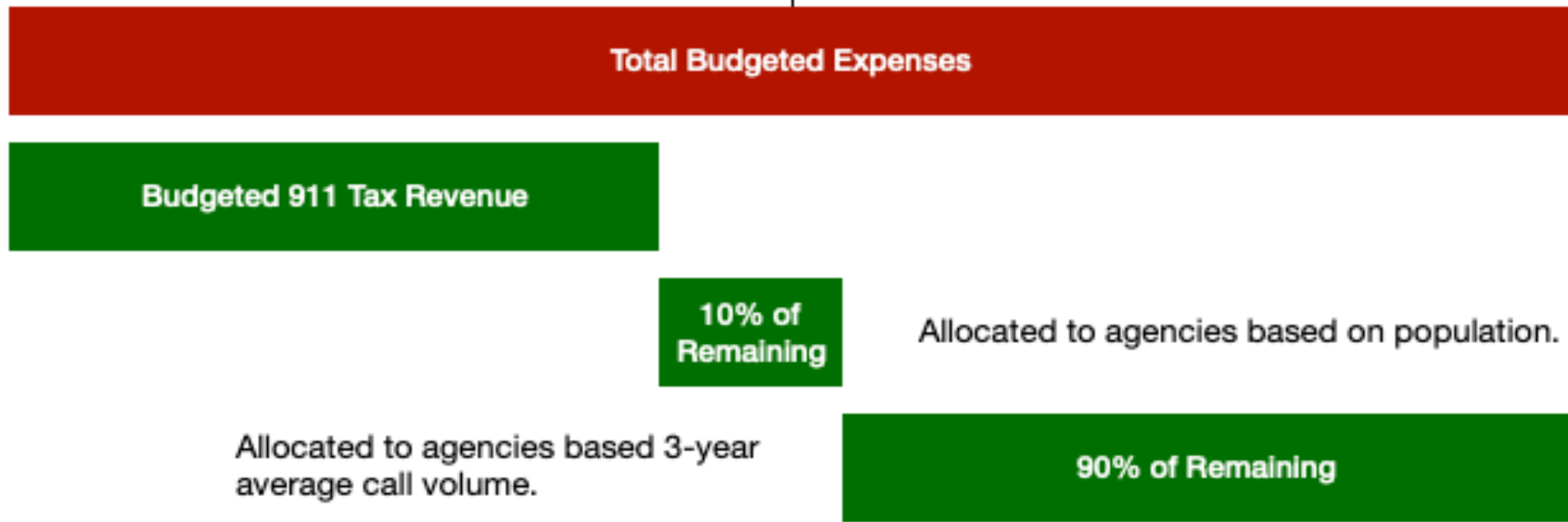
Presented by - Doug Cortney, Council Member

CU911 Proposed FY2027 Budget Highlights



- Salaries and benefits are the key driver of CU911 budget growth.
- Budgeting is done anticipating full staffing.
- Current staffing is 43 / 51 approved FTE.
- Anticipate asking for growth to 55 FTE next year.
- Will need to expand out number of consoles soon.

CU911 Agency Fee Calculation





FIRE STATION DRIVEWAY UPDATE

Item 7f - Communication

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

Fire Station Parking Lot Update

Original cost: \$222,382+ \$22,238 contingency

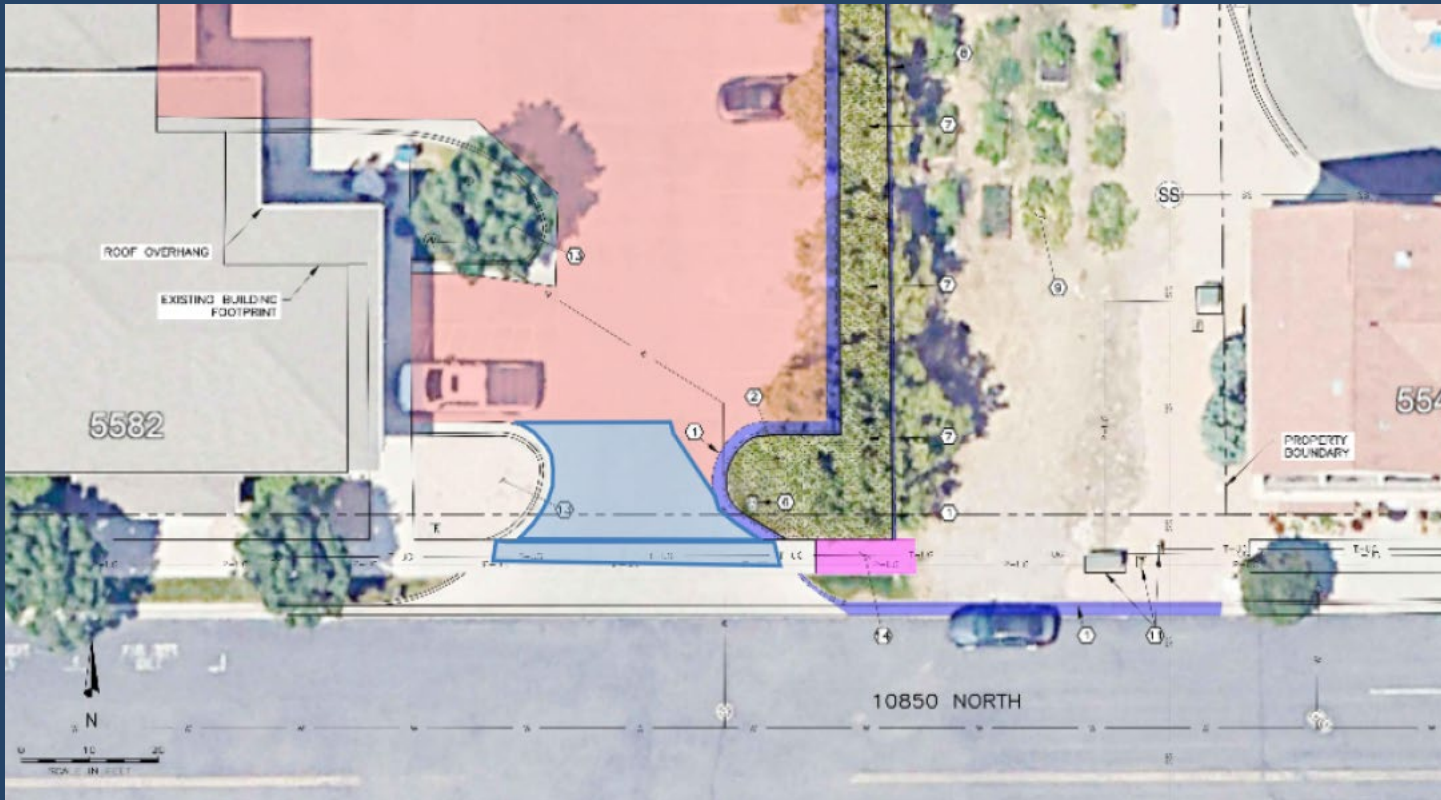
Change Order due to delay: \$10,077.50 (sent RMP request to reimburse city for these expenses)

Additional Change Orders ~ \$20k-\$30k

Total Change Order ~ \$30k-35k

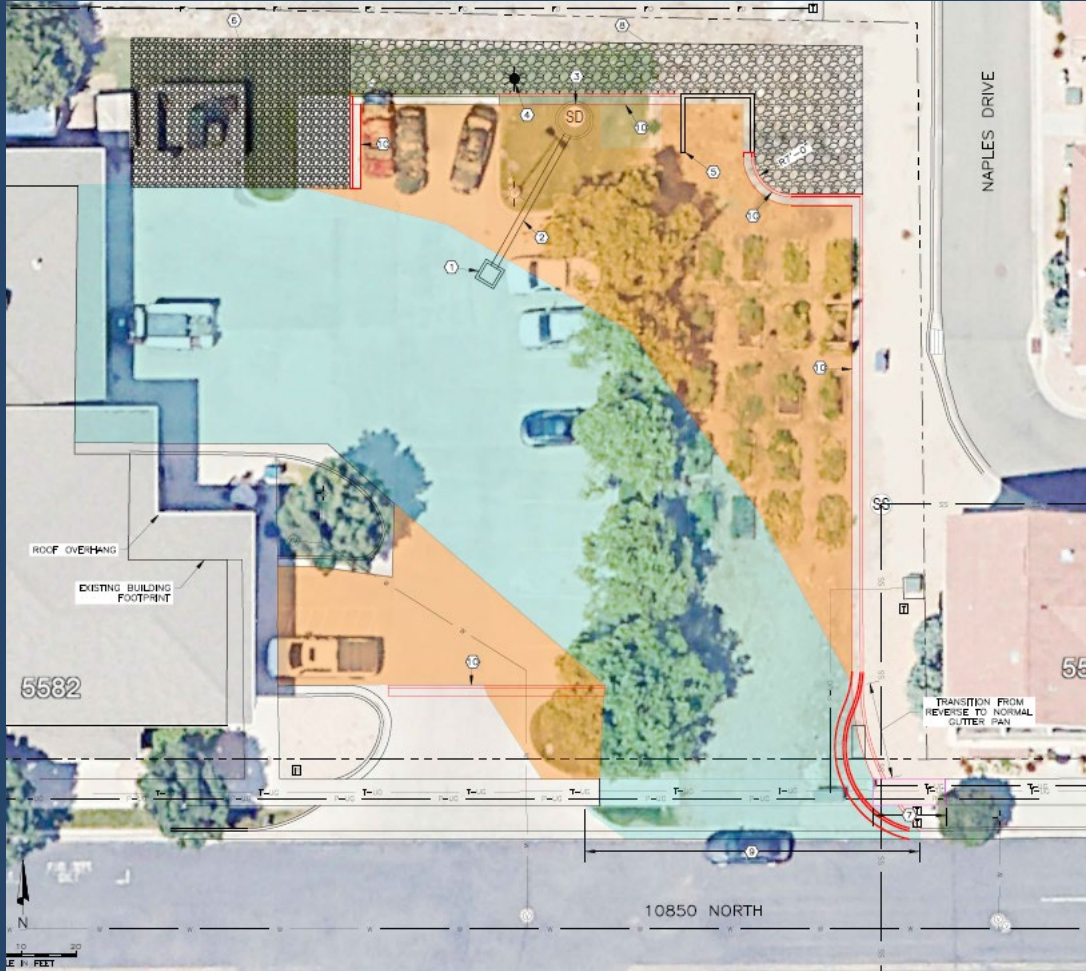
- Some expenses are for sidewalk repair which could be taken from that GL

Fire Station Parking Lot Update



Additional concrete removal and replace and sidewalk repair not included in the original scope of work shown in blue \$5,426

Fire Station Parking Lot Update

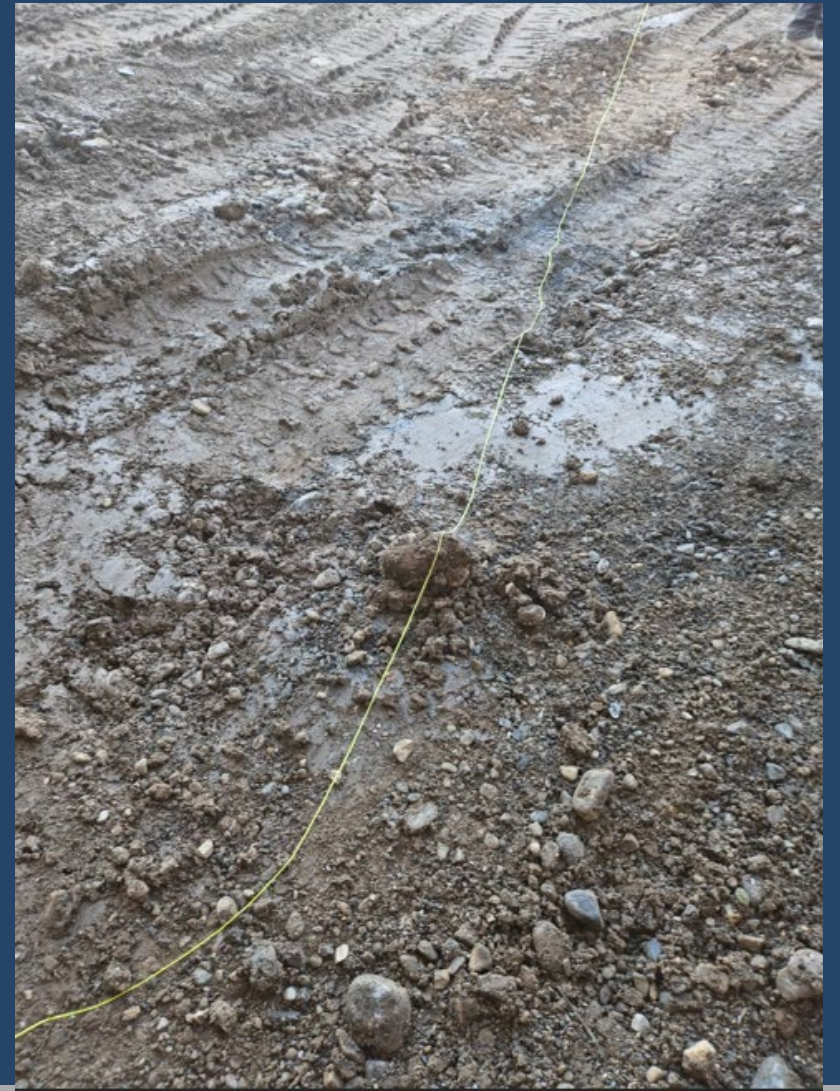


The electrical cabinet was placed slightest west of the preferred location due to existing utility conflicts. To accommodate this placement, and because of concerns express by adjacent residents, the design was modified and the dumpster pad was relocated. \$2,000 for additional excavation and adding bollards to protect trash storage.

Fire Station Parking Lot Update



A leaking roof drain that connected into a storm catch basin has created soft spots and likely is at least a partial cause of the failures in the original parking lot. Approx \$8,605





FUTURE MEETINGS

- March 31, Planning Commission Meeting, 7:00 pm, City Hall
- April 1, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- April 14, City Council Budget Work Session, 6:00 pm, City Hall
- April 21, City Council Meeting, 6:00 pm, City Hall
- April 28, Planning Commission Meeting, 7:00 pm, City Hall
- April 29, City Council Budget Work Session, 6:00 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 deployment of security personnel, devices, or systems, and pending or reasonably imminent litigation, 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 deployment of security personnel, devices, or systems, and pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.

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

Highland City Council

Doug Cortney

March 24, 2026

Agenda Item #4a: Proposed Amendment 4A-1

I propose the following changes to the findings included in the agenda packet.

Findings

1. Neither the public interest nor any person will be injured by the proposed plat amendment. There are no objections from any adjacent property owners, owners of the affected property, or city staff.
2. There is good cause for the amendment, because all requirements of the Development Code related to plat amendments are satisfied and the amendment will allow the owners of the lots to develop and use their property as they desire. No new lots are created, the density overall remains the same, and ~~one lot~~ the subdivision will ~~begin to conform to~~ more closely align with current City zoning standards.
3. The proposed amendment does not affect water or sewer easements. It does adjust public utility easements, but approval of the utility companies has been obtained, with one exception (Lumen) that the Applicant has been working on for several weeks. Staff's recommended stipulation is that this be resolved prior to recording.
4. No public right of way is affected.
5. The amendment results in two lots that meet all lot requirements set forth in the Development Code. ~~The two proposed lots will meet frontage (130' minimum), setback (15' side setback minimum), and other zoning requirements set forth in the Development Code. While overall the Highland Heights subdivision has more 20,000-30,000 SF lots than is currently allowed, this amendment helps ameliorate this by increasing one lot to over 30,000 SF. The subdivision becomes more conforming, not less, with this amendment.~~

Proposed Motion - main motion

I move that City Council accept the amended 4A-1 findings and APPROVE the proposed subdivision plat amendment subject to the one (1) stipulation recommended by staff.

Proposed Motion - amendment

I move to amend the findings according to the distributed amendment 4A-1.

2026 Utah Valley Parade of Homes

Company	Address	City	Price Range
Candlelight Homes	3318 W Cheyenne Rd	Eagle Mountain	1.0-1.5 mil
Candlelight Homes	2872 N Wander Ln	Eagle Mountain	600K-800K
Lennar	1946 W Blue Flax Dr	Saratoga Springs	600K-800K
Raykon Construction	1593 Box Elder Dr	Alpine	over 5 mil
Gordon Milar Construction	4292 W Silver Sage Cir	Alpine	4.0-4.5 mil
R.C. Dent Construction	863 E Cherrypoint Ln	Alpine	over 5 mil
Construct Build Co	3953 E Stonehaven Dr	Alpine	4.5-5.0 mil
Hadley Built Homes	340 S Pineview Dr	Alpine	1.0-1.5 mil
Symphony Homes	11904 N Burning Oaks Dr	Highland	3.0-3.5 mil
E Builders	11236 N 6000 W	Highland	over 5 mil
Hawkstone Luxury Homes	6204 W Hawkstone Way	Highland	4.0-4.5 mil
Hoyal Construction	6101 W 10760 N	Highland	over 5 mil
Robison Build Co.	10222 N Hidden Oaks Dr	Highland	over 5 mil
Ivory Homes	9977 N Willowbank Dr	Highland	
J. Christopher General Contracting	9909 N 6530 E	Highland	over 5 mil
Luxe Builders	1056 N 390 E	American Fork	1.0-1.5 mil
Beacon Homes	967 N 680 W	American Fork	2.0-2.5 mil
Kaizen Custom Homes	677 W 950 N	American Fork	3.0-3.5 mil
Hawthorn Homes	549 S Center St	Lehi	4.0-4.5 mil
Home Sweet Home by Mitch	125 E 1280 N	Pleasant Grove	2.5-3.0 mil
Valor Homes	133 N Canal Dr	Lindon	2.0-2.5 mil
J. Lyne Roberts & Sons	159 W 2040 S	Orem	2.0-2.5 mil
Built Construction	4363 Stone Xing	Provo	3.5-4.0 mil
McEwan Custom Homes	808 N Oxford Rd	Provo	over 5 mil
Regal Homes	2114 W Legend Way	Mapleton	800K-1.0 mil
Regal Homes	2559 W Aurora Ave	Mapleton	1.0-1.5 mil
Skyeline Homes	364 W 350 S	Mapleton	3.0-3.5 mil
Skyeline Homes	279 N Clegg Canyon Loop	Mapleton	2.0-2.5 mil
Raykon Construction	2117 S Mapleton Canyon Ct	Mapleton	4.5-5.0 mil
Wilson Built Construction	342 E Mapleton Canyon Dr	Mapleton	3.0-3.5 mil
Murdock Builders	115 E Hidden Ridge Ln	Mapleton	4.5-5.0 mil
Journey's End Homes	3026 S Hidden Ridge Ln	Mapleton	1.5-2.0 mil
Diamond Creek Homes	263 E Mapleridge Dr	Mapleton	2.0-2.5 mil
Revere Homes	173 W 650 N	Salem	
DZYN Builds	923 N Emery Ln	Elk Ridge	2.5-3.0 mil
Toll Brothers	804 W Sugar Maple Dr	Mapleton	1.0-1.5 mil
Mountain Ridge Custom Homes	86 W Lakeview Way	Woodland Hills	2.0-2.5 mil
Trevi Homes	1064 S Loafer Dr	Woodland Hills	1.5-2.0 mil
Trevi Homes	1350 S Eagle Nest Dr	Woodland Hills	2.5-3.0 mil
Anderson Builders Utah	507 S 600 E	Nephi	600K-800K

Why an Automatic Enrollment Plan?

HELP YOUR EMPLOYEES MAXIMIZE THEIR RETIREMENT BENEFITS

As an employer, you can help new employees reach their retirement goals by automatically enrolling them in a retirement savings plan.

Studies show only about half of employees participate in their employers' plans. However, automatic enrollment increases participation to about 90%¹. URS has seen remarkable participation increases from new hire automatic enrollment. Here are some of the benefits:

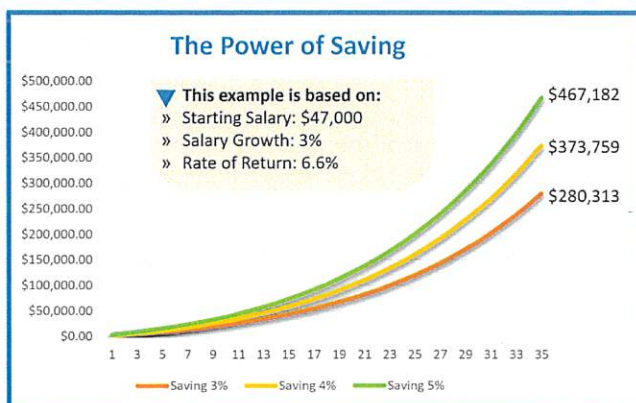
- » Increases employee participation by simplifying the savings and investment process.
- » Better prepares employees better for retirement.
- » Improves employees' overall financial well-being.
- » Helps employees utilize their total compensation package, including matching contributions.
- » Offers tax benefits on savings for employees.
- » Keeps employees in control of how much they save.
- » Increases employee awareness of employer-provided retirement benefits.

Employer Responsibilities

When you establish an automatic enrollment plan, you as the employer, must:

- » Implement an internal policy authorizing auto-enrollment. (See sample policy on back.)
- » Designate an auto-enrollment percentage (such as 5%) and a start date for when new employees will begin to be auto-enrolled.
- » Submit an updated Service Agreement to URS.
- » Communicate the policy to your employees. You may do this by having a disclosure form signed by each employee (see sample disclosure form on back).
- » Ensure that your payroll system is contributing the auto-enrolled percentage into new employees' retirement savings plans (e.g. 401(k)), beginning with the first pay period, unless the employee opts out immediately.
- » Consider the impact on your budget if you offer an employer matching-contribution program.

¹ *How America Saves 2016*. Vanguard 2015 defined contribution plan data. The data shows that employees with an automatic enrollment in a retirement plan have an overall participation rate of 88% compared to 58% for employees hired under plans with voluntary enrollment. Shlomo Benartzi, in his book *Save More Tomorrow*, shows similar participation. Benartzi indicates that 60% of employees participate in voluntary deferrals compared with 95% participation in automatic enrollment.



The investment performance examples shown in this graph illustrate the time value of money and potential outcomes and are not to be considered advice or recommendations, nor are they guarantees of future results. These examples are based on the following assumptions: salary and salary growth assumptions, 6.6% hypothetical rates of return, which are net of fees; and no withdrawals are made during the investment period and monies are held over the years reflected in the graph. The assumptions for the investment examples affect the potential return estimates and will not be the same as for your account. Individual account performance varies based on your investment selections, the underlying expenses of those selections, the timing of the investments, any cash flow in or out of the account during the investment period (such as loans or in-service distributions), and on the balances in the account.

Visit the online Savings Plans Future Values Calculator at www.urs.org/calculators to estimate the future value of your account using customized assumptions.



SAMPLE DISCLOSURE FORM: Employee Defined Contribution Plan Certification

By signing below, I certify that I have read and understand the policies and procedures defining retirement savings plan contributions.

In particular, I certify that I understand:

- I will have 5% of my gross salary automatically deferred into my Utah Retirement Systems 401(k) Plan.
- If I want to stop, decrease, or increase this automatic deferral now or any time in the future, I must change or opt out of the deferral by accessing my URS account online or by submitting an investment contract to URS.
- I understand that during the 90 days after the automatic contributions are first taken from my pay, I may request a taxable withdrawal of my contributions (with related earnings) from URS, and that I will not be subject to the 10% early withdrawal penalty tax during this period. However, if I choose to take a distribution of the funds within the first 90 days, I will forfeit any related employer matching contributions.
- I understand that I may choose how my funds are invested by accessing my URS account online or by submitting an investment contract. However, if I do not submit an investment election for my future allocations prior to contributions being made into my account, the funds will be invested into the age related Target Date Fund, as outlined in the URS 401(k) Summary Plan Description (SPD).
- I understand that the Human Resources Department and URS are available to clarify information or answer my questions about the Defined Contribution Plans, including the automatic deferral. I also understand that I may access the SPD, and other 401(k) plan information online at www.urs.org.

Employee Signature

Date

SAMPLE POLICY

Employees hired on or after ____ will have 5% of their gross salary automatically deferred into the employee's URS 401(k) Plan. An employee may elect to stop, decrease, or increase these deferrals at any time. These deferrals and employer matching contributions are vested immediately and may only be withdrawn according to plan provisions.

However, an employee automatically enrolled in the plan may elect to opt out of the automatic arrangement, and choose to make an in-service withdrawal of the elective deferral amounts (with related earnings). Such an election must be made no later than 90 days after the date of the Participant's first elective deferral contribution. The amount of such withdrawal shall not be subject to the 10% early distribution tax imposed by IRS Code section 72(t). Any related matching contributions from the employer will be forfeited by the employee.

If an employee has been automatically enrolled in the Plan and has not made an investment election prior to contributions being allocated to his/her vested account, such amounts shall be invested in the age related Target Date Fund, as outlined in the URS Summary Plan Description (SPD).

All employees will be required to sign a disclosure that they have received information about how to access, enroll in, and change their eligible retirement plans and systems, prior to or on their first day of employment.

Investment Options and Savings Plan Overview

457(b) and 401(k) | Roth 457(b) and Roth 401(k)
Roth and Traditional IRAs

2026



Blazing Your Own Path

URS Savings Plans Comparison

Choose the Plans Right for You

Consider your individual situation and needs. For example, starting with a Roth plan early in your career, when you may be in a lower tax bracket, can be something to consider. As your income and tax burden grow, consider shifting contributions to tax-deferred plans. Using multiple plans lets you take advantage of different tax benefits.

Need Help?

We offer a number of live education opportunities throughout the year, including webinars, seminars, and individual retirement planning sessions. Go to www.urs.org and click the "Education" tab to see ways we can help you become a confident investor.

HOW TO GET HELP



Check with your employer to see which plans are available to you.

457(b) and 401(k) Plans

These plans are designed to work with your employer, allowing you to contribute through your paycheck. Some employers may also provide matching or other contributions. You can only withdraw your money when you become eligible.

Traditional Plans Pay taxes later

457(b)

Pay taxes later
Contribute with pre-tax dollars and pay income tax when withdrawn.

401(k)

Pay taxes later
Contribute with pre-tax dollars and pay income tax when withdrawn.

Roth Plans Pay taxes now

Roth 457(b)

Pay taxes now
Contribute with after-tax dollars and withdraw tax-free.

Roth 401(k)

Pay taxes now
Contribute with after-tax dollars and withdraw tax-free.

How You Contribute	Subject to employer participation and employment status		Tax deductibility subject to earned income and other limitations. See <i>IRA Guidebook</i> : www.urs.org/us/IRA	
Payroll Deduction	✓	✓	✓	✓
Rollovers / Transfers	✓	✓	✓	✓
Personal Deposits	✗	✗	✓	✓
When You Can Withdraw	457(b) » After age 59½ or separation from employment. No penalty. <i>Penalty doesn't apply to 457(b)</i>	401(k) » After age 59½ or separation from employment. No penalty if you meet both criteria. *1	Traditional IRA » Anytime. No penalty after age 59½.	Roth IRA » Anytime. No penalty on earnings after age 59½. Withdraw contributions tax- and penalty-free any time.
	Additional criteria for qualified withdrawals apply. See note at right. Roth Plans: Never a tax or penalty on contributions. See Note 2.		Additional criteria for penalty-free withdrawals apply, e.g., if you become disabled or use the funds to pay for your first home or higher education. See <i>IRA Guidebook</i> for more details: www.urs.org/us/IRA	
How Your Withdrawals Are Taxed	457(b) and 401(k) » You pay income tax on any withdrawals. Roth 457(b) and Roth 401(k) » Qualified withdrawals of earnings are tax-free if you're over age 59½ and have held the account for at least five years. Qualified withdrawals of contributions are tax- and penalty-free any time. All withdrawals are split proportionally between contributions and earnings. *2		Traditional IRA » You may pay income tax on any withdrawals.	Roth IRA » You can withdraw earnings tax-free if you're over age 59½ and have held the account for at least five years. Withdraw contributions tax- and penalty-free any time.
Loan Provision	Yes	Yes (Limitations apply to Tier 2 employer required contributions)	No	
Annual Contribution Limits	2026 \$24,500 <small>See "Special 457(b) Catch-Up"</small>	\$24,500	\$7,500	
With Age 50+ Catch-Up	2026 \$32,500	\$32,500	\$8,600	
With Ages 60, 61, 62, 63 Catch-Up	2026 \$35,750	\$35,750	N/A	

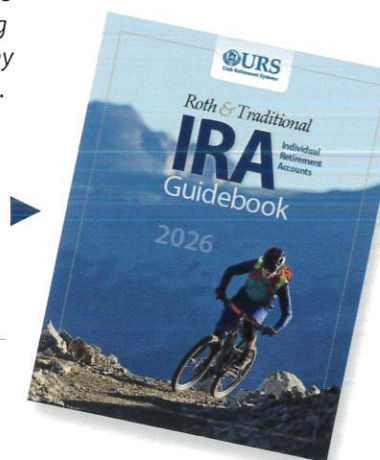
401(k) and 457(b) contribution limits are separate from each other; within each plan, pre-tax and Roth contributions count toward the same limit.

IRAs

These plans give you more flexibility in how and when you contribute and withdraw your money. You can deposit funds at any time during the year, up to the annual limit. You can withdraw your money at any time (subject to taxes and penalties unless you meet certain criteria).

Traditional IRA Pay taxes later

Contributions may be tax deductible. Pay income tax when withdrawn.



Roth IRA Pay taxes now

Contribute with after-tax dollars and withdraw tax-free.

* Notes:

- » Also no penalty if you work into the year you turn age 50 or 25 years of service under the plan if you separate from service as a qualified public safety employee.
- » Unlike a Roth IRA, Roth 457(b) and Roth 401(k) plans do not allow you to withdraw only your contributions. Every withdrawal is split between contributions and earnings at the same proportion as the total account. As a result, there is no way to make a completely tax-free withdrawal until you are fully qualified (over age 59½ and have had the account for at least five years).

Other 457(b)/401(k) Qualifying Criteria

For additional withdrawal criteria, see IRS Publication 575 and IRS Publication 590-B. They include:

- » Qualified Birth or Adoption
- » Hardship (for 401(k))
- » Emergency (for 457(b))

Special 457(b) Catch-Up

The three years prior to the year you qualify to retire, your limit on 457(b) contributions is double the standard limit (depending on past contributions). Note: You cannot use a 457(b) age catch-up the same year as the special catch-up.

The IRA and Roth IRA share one combined annual limit.

This is a single annual limit that applies across all IRAs combined, both traditional and Roth, even if they're held at different financial institutions.

Getting Started with URS Savings Plans



Step 1:

Go to www.urs.org

» Log in to myURS. If you're new, just follow the prompts to create your account.

Step 2:

Choose Your Savings Plans

Step 3:

Select How Much You Want to Save

Step 4:

Choose Among Investment Options

» Target Date Funds (See Pages 6 & 7)

OR

» Individual funds (See Pages 4 & 5)

Step 5:

Designate Your Beneficiaries

WATCH OUR SHORT VIDEO FOR TIPS ON GETTING STARTED



Individual Investment Options

Income Fund

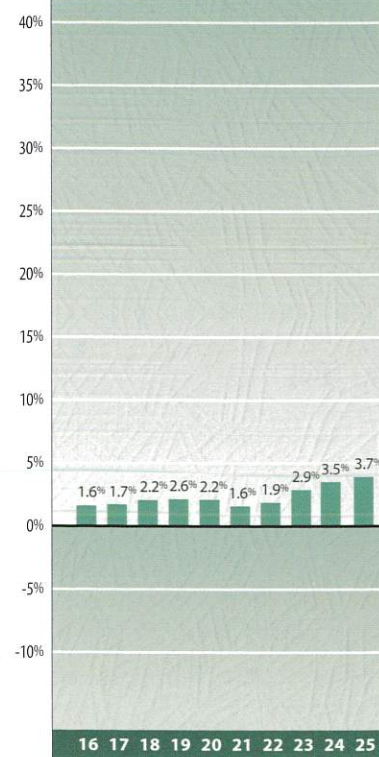
A stable value option and the most conservative investment choice. About 95% of its assets are invested in investment grade bonds that are "wrapped" with book value contracts. The contracts are financial agreements from creditworthy banks and insurance companies, protecting against changes in interest rates and smoothing returns over the duration of the portfolio.

Investment Manager:
T. Rowe Price

Sample of Portfolio Securities
Book Value Contracts
Government Bonds
Short-Term Investments

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
3.66%	3.33%	2.68%	2.37%	2.16%	

Annual Returns for Periods Ended December 31



Bond Fund

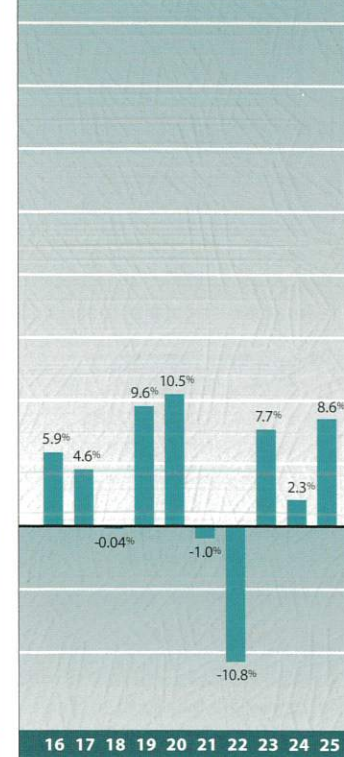
Generally contains investment grade and government bonds issued in the United States and denominated in U.S. dollars.

Investment Manager:
Dodge & Cox

Sample of Portfolio Securities
Asset-Backed Securities
Corporate Bonds
U.S. Treasury and Gov't. Related

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
8.55%	6.15%	1.10%	3.54%	3.61%	

Annual Returns for Periods Ended December 31



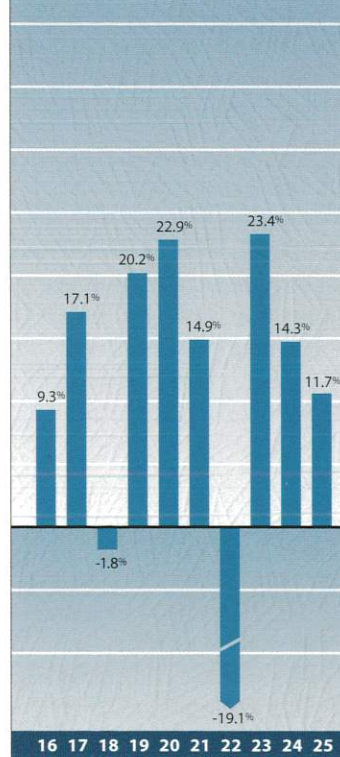
Balanced Fund

Invests in a portfolio of about 60% stocks and 40% bonds. This fund is considered less risky than most stock investments, but has higher risk than most fixed income investments.

Portfolio Structure
40% Bond Fund
30% Large Cap Growth Fund
30% Large Cap Value Fund

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
11.68%	16.36%	7.93%	10.53%	10.20%	

Annual Returns for Periods Ended December 31



Large Cap Stock Value Fund

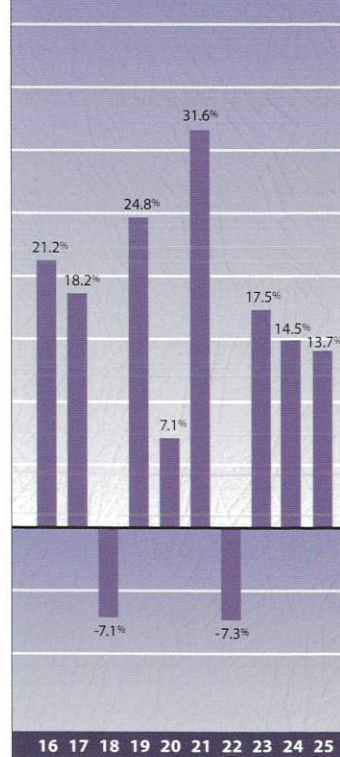
Invests in a diversified portfolio of common stocks that appear undervalued by the stock market, but have a favorable outlook for long-term growth.

Investment Manager:
Dodge & Cox

Sample of Portfolio Securities
The Charles Schwab Corp.
RTX Corp.
Alphabet, Inc.
Johnson Controls International PLC
CVS Health Corp.

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
13.71%	15.22%	13.30%	12.75%	12.34%	

Annual Returns for Periods Ended December 31



Large Cap Stock Index Fund

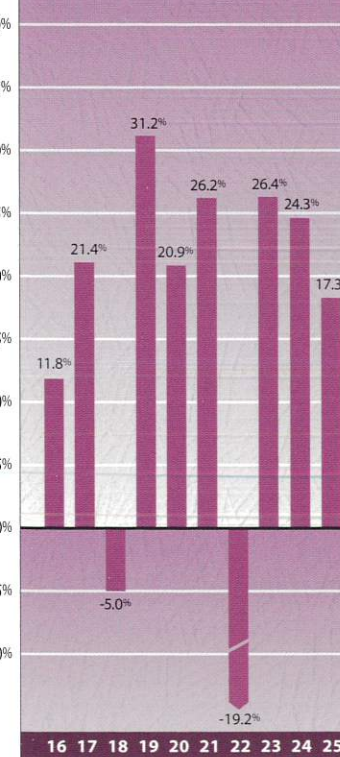
Invests in stocks included in the Russell 1000 Index**. The Russell 1000 Index is constructed as a broad and impartial measure of the large cap stock sector.

Investment Manager:
Utah Retirement Systems

Sample of Portfolio Securities
NVIDIA Corp.
Apple, Inc.
Microsoft Corp.
Amazon.com, Inc.
Alphabet, Inc.

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
17.27%	22.59%	13.44%	14.41%	13.64%	

Annual Returns for Periods Ended December 31



Large Cap Stock Growth Fund

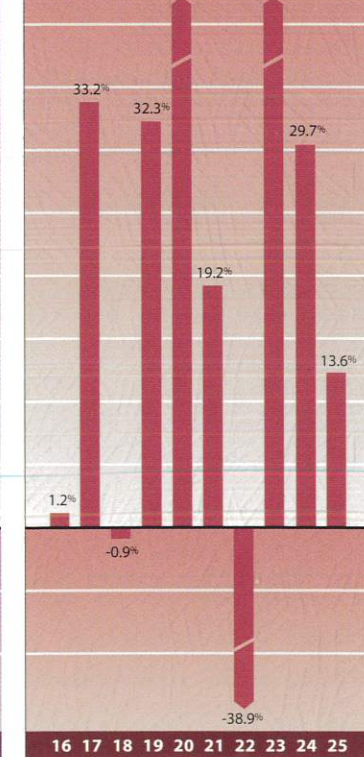
Emphasizes capital appreciation and seeks to identify companies with future relative earnings strength at a reasonable valuation. The portfolio is actively managed to react quickly to changing company fundamentals and prevailing market forces.

Investment Manager:
Jennison Associates, LLC

Sample of Portfolio Securities
NVIDIA Corp.
Apple, Inc.
Microsoft Corp.
Amazon.com, Inc.
Broadcom, Inc.

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
13.57%	30.87%	10.29%	15.90%	15.37%	

Annual Returns for Periods Ended December 31



International Fund

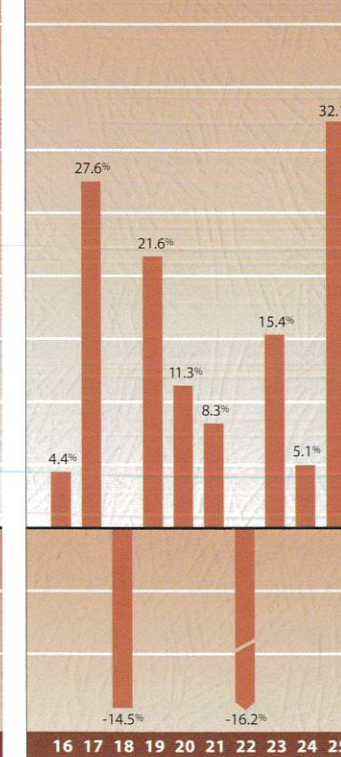
Invests in a diversified portfolio of international companies. Performance is benchmarked against the MSCI All Country World Index - ex. U.S. - Investable Market Index (MSCI ACWI ex. U.S. IMI).

Investment Managers:
Northern Trust Global Investments
Dimensional Fund Advisors
Brandes Investment Partners
WCM Investment Management

Sample of Portfolio Securities
Taiwan Semiconductor (Taiwan)
Tencent Holdings Ltd. (China)
ASML Holding N.V. (Netherlands)
Samsung Electronics Co. (Korea)

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
32.12%	17.01%	7.77%	8.40%	5.98%	

Annual Returns for Periods Ended December 31



Small Cap Stock Fund

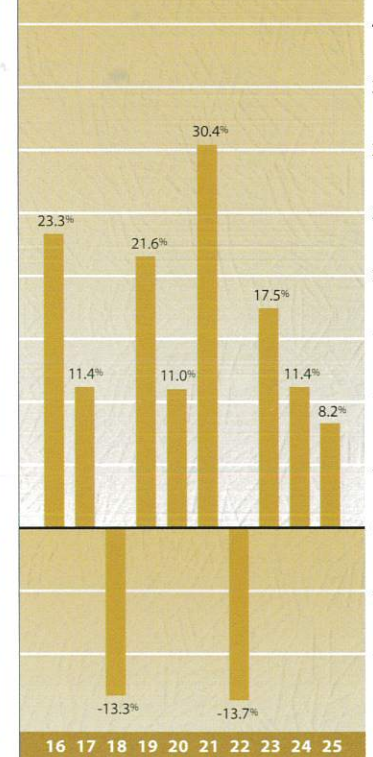
Invests in a broad cross-section of U.S. small companies whose size (market capitalization) falls within the smallest 10% of companies listed on the New York Stock Exchange and NASDAQ National Market System.

Investment Manager:
Dimensional Fund Advisors

Sample of Portfolio Securities
IES Holdings Inc.
Lumentum Holdings Inc.
Mueller Industries Inc.
InterDigital Inc.
Hecla Mining Co.

Annualized Returns for Periods Ended Dec. 31, 2025*					
1 Year	3 Years	5 Years	10 Years	15 Years	
8.02%	12.23%	9.74%	9.85%	9.99%	

Annual Returns for Periods Ended December 31



*For up-to-date rates of return, see Rates of Return and Annual Fees at www.urs.org.

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URS Target Date Funds

Diversified Portfolio

URS Target Date Funds provide a diversified retirement portfolio through a single investment option. These funds gradually adjust throughout your career and into retirement. The investment mix — which includes stocks, bonds, and real assets — gradually and automatically shifts toward more conservative investments as you age and enter retirement.

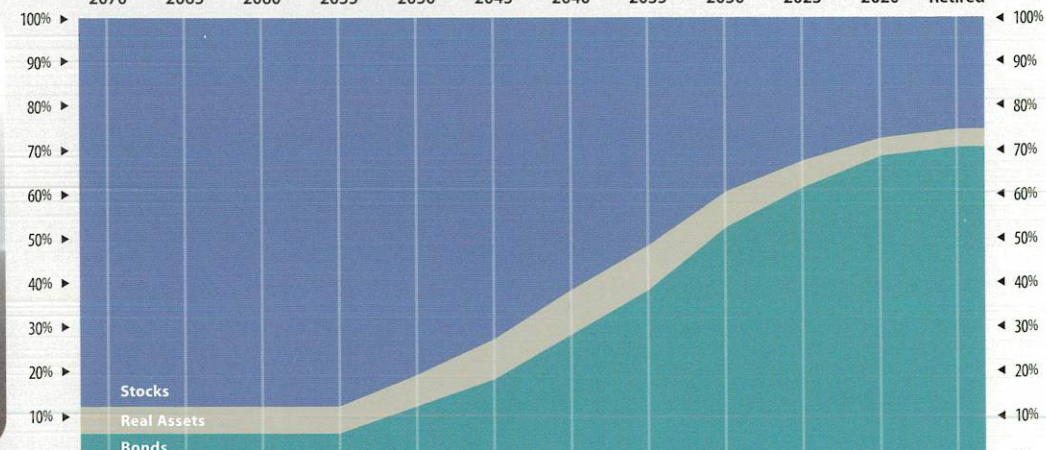
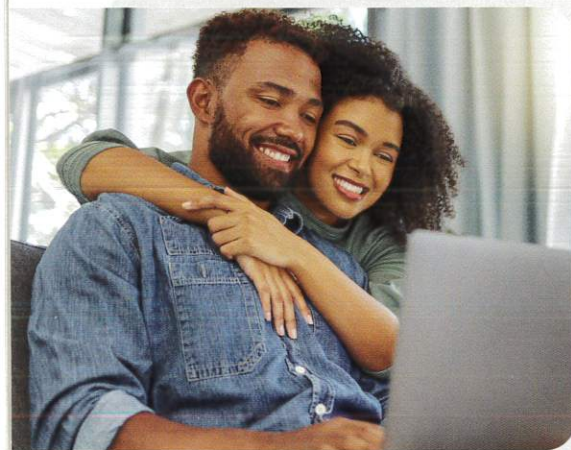
Consider the Target Date Fund with the date closest to when you will start withdrawing funds for retirement. For example: If you're a younger employee and plan to leave the workforce and begin withdrawals around the year 2055, consider the Target Date 2055 Fund. If you're further along in your career and will begin utilizing your account close to the year 2030, consider the Target Date 2030 Fund.

Target Date Funds Asset Allocation

The asset allocation chart below shows the current breakdown of each Target Date Fund. Some of the asset classes are made up of the URS individual investment options (URS Income Fund, URS Bond Fund, URS Large Cap Stock Index Fund, URS International Fund, URS Small Cap Stock Fund) while others are exclusive to Target Date Funds (International Bonds, Global Inflation-Linked Bonds, Private Real Estate).

Target Date Funds Asset Allocation

Asset Classes		Target Date 2070	Target Date 2065	Target Date 2060	Target Date 2055	Target Date 2050	Target Date 2045	Target Date 2040	Target Date 2035	Target Date 2030	Target Date 2025	Target Date 2020	Target Date Retired
Stocks	URS Large Cap Stock Index	42.0%	42.0%	42.0%	42.0%	42.0%	38.0%	35.0%	34.0%	30.0%	26.0%	24.0%	20.0%
	URS International	35.0%	35.0%	35.0%	35.0%	35.0%	33.0%	28.0%	21.0%	15.0%	10.0%	7.0%	6.0%
	URS Small Cap Stock	11.0%	11.0%	11.0%	11.0%	10.0%	9.0%	8.0%	6.0%	4.0%	2.0%	1.0%	1.0%
Real Assets	Private Real Estate	6.0%	6.0%	6.0%	6.0%	6.0%	8.0%	10.0%	10.0%	10.0%	8.0%	5.0%	4.0%
	URS Income	—	—	—	—	—	—	—	—	6.0%	8.0%	10.0%	11.0%
Bonds	URS Bond	4.0%	4.0%	4.0%	4.0%	4.0%	7.0%	12.0%	17.0%	19.0%	25.0%	29.0%	31.0%
	International Bonds	2.0%	2.0%	2.0%	2.0%	3.0%	5.0%	7.0%	10.0%	11.0%	13.0%	14.0%	16.0%
	Global Inflation-Linked Bonds	—	—	—	—	—	—	—	2.0%	5.0%	8.0%	10.0%	11.0%
	URS Bond	4.0%	4.0%	4.0%	4.0%	4.0%	7.0%	12.0%	17.0%	19.0%	25.0%	29.0%	31.0%



Target Date:	2070	2065	2060	2055	2050	2045	2040	2035	2030	2025	2020	Retired
1-Year Annualized	N/A*	19.57%	19.57%	19.57%	19.43%	18.59%	17.10%	15.60%	13.54%	11.48%	10.53%	9.88%
3-Year Annualized	N/A*	17.25%	17.25%	17.25%	17.20%	16.34%	15.15%	13.90%	12.63%	11.04%	10.30%	9.43%
5-Year Annualized	N/A*	10.04%	10.04%	10.04%	10.01%	9.50%	8.83%	8.08%	7.39%	6.47%	5.69%	4.91%
10-Year Annualized	N/A*	N/A**	10.92%	10.92%	10.91%	10.65%	10.19%	9.45%	8.84%	7.73%	6.85%	5.50%

* Target Date 2070 is a new fund available beginning January 2026.

** Fund inception: Jan. 1, 2021. Additional returns will be added as they become available.



Stocks:

URS Large Cap Stock Index Fund: See Page 5.

URS International Fund: See Page 5.

URS Small Cap Stock: See Page 5.

Real Assets:

Private Real Estate is a fund of funds that allows investors to gain exposure to portfolios of direct real estate investments. The fund will invest primarily in existing private real estate funds, publicly traded real estate securities, and other real estate related investments. These portfolios are comprised of institutional quality commercial real estate across a broad range of real estate asset types.

Investment Manager: Prudential Real Estate Investors

Bonds:

URS Income Fund: See Page 4.

URS Bond Fund: See Page 4.

International Bonds are used to diversify the bond investments within the Target Date Funds. An international bond is a bond issued outside of the United States by a government or non-U.S. corporation.

Investment Manager: Insight North America LLC

Sample of Portfolio: International Asset-Backed Securities
International Corporate Bonds
International Government Bonds

Global Inflation-Linked Bonds are debt instruments, primarily issued by governments of developed market countries, created to protect investors from the effects of inflation. An example of inflation-linked bonds are TIPS (Treasury Inflation-Protected Securities), which are issued by the U.S. Government and are designed to reduce the risk of inflation by indexing the principal of the bond to an inflation rate.

Investment Manager: BlackRock Financial Management, Inc.

Sample of Portfolio: TIPS (Treasury Inflation-Protected Securities)
Index-Linked Government Bonds — UK
Index-Linked Government Bonds — Germany

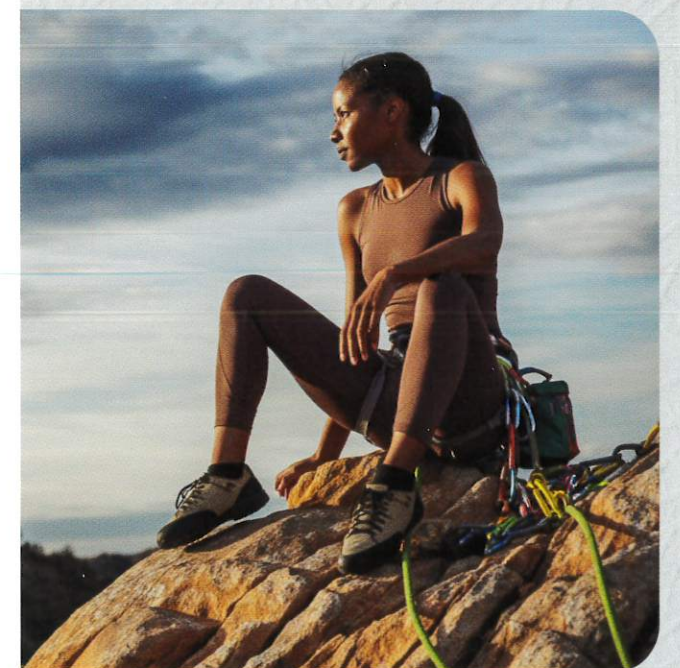
Low Annual Fees

These fees are deducted from earnings prior to posting and do not appear as separate items on your statement. Thoroughly investigate all fees before you invest in any program.

Fund	Annual Investment Fees*	Annual Administrative Fees*	Total Annual Fees*
Income Fund	0.20%	0.03%	0.23%
Bond Fund	0.10%	0.03%	0.13%
Balanced Fund	0.24%	0.03%	0.27%
Large Cap Value Fund	0.41%	0.03%	0.44%
Large Cap Index Fund	0.02%	0.03%	0.05%
Large Cap Growth Fund	0.25%	0.03%	0.28%
International Fund	0.19%	0.03%	0.22%
Small Cap Stock Fund	0.27%	0.03%	0.30%
Target Date 2070	0.15%	0.03%	0.18%
Target Date 2065	0.15%	0.03%	0.18%
Target Date 2060	0.15%	0.03%	0.18%
Target Date 2055	0.15%	0.03%	0.18%
Target Date 2050	0.15%	0.03%	0.18%
Target Date 2045	0.16%	0.03%	0.19%
Target Date 2040	0.17%	0.03%	0.20%
Target Date 2035	0.16%	0.03%	0.19%
Target Date 2030	0.16%	0.03%	0.19%
Target Date 2025	0.15%	0.03%	0.18%
Target Date 2020	0.13%	0.03%	0.16%
Target Date Retired	0.13%	0.03%	0.16%
Tier 2 Nonvested	0.16%	0.03%	0.19%

*For up-to-date investment and administrative fees, see Rates of Return and Fees at www.urs.org.

Note: Information regarding these and other special service fees can be found in the Summary Plan Descriptions.





charlesSCHWAB

PCRA

Self-Directed Brokerage Account

The Schwab Personal Choice Retirement Account® (PCRA) is a self-directed brokerage account available through URS.

If you're an experienced investor looking for specific investments, this brokerage account with Charles Schwab & Co. offers access to thousands of different types of investments. This option is generally not advised for new accounts as it has minimum account balance requirements and additional risks.

Invest in:

- » More than 8,700 no-load mutual funds, including over 3,800 with no-transaction fees.
- » Stocks listed on the major U.S. exchanges, including over-the-counter stocks, and foreign securities
- » Bonds and other fixed income investments
- » Money market and brokered CDs
- » Exchange traded funds (ETFs)

For more information about PCRA enrollment, requirements, and costs, see the *Charles Schwab PCRA Self Directed Brokerage Account* brochure at www.urs.org in the *Publications* section. Or contact the Savings Plans Department for a copy.

Maintain Your Account

Periodically review your account to make sure it is still in line with your goals. Here are a few questions to ask yourself when reviewing your account:

- » Has my timeline to retirement changed?
- » Are my investments still appropriate for my age and risk tolerance?
- » Have I had a major life event (marriage, divorce, career change, change in income)?
- » Can I afford to contribute more to my retirement?

Make changes to your investments or personal contributions at myURS at www.urs.org or by submitting a Contribution and Investment Change Agreement.

Trading Policy

You may submit one transfer request (whether electronically, by fax, mail, or hand delivered) for your vested core fund balances every seven days. This applies separately — the 401(k), 457(b), Roth IRA, and Traditional IRA each constitutes a separate plan. If you transfer any or all of your current accounts more often than once every 30 days, you will be charged a 2% fee on amounts transferred. Each transfer, after being processed, will start a new 30-day period. The fees generated by this policy are used to reduce the administrative expenses for all plan participants. Changes to the investment allocation of future deposits and future contribution amounts are allowed as often as daily.

Transfer Policy

Investment changes received at URS before the close of the New York Stock Exchange (NYSE), generally 2 p.m. Mountain Time, are transferred using that evening's closing market values. Requests received after the close of the NYSE are transferred using the next business day's closing market values. On days of unusually heavy transfer activity, computer system failure or other unforeseen circumstances, URS reserves the right to process transfers using the next available business day's closing market values. Changing your future investment allocation or your contribution amounts are allowed as often as daily. Transfers to or from a PCRA are allowed once every seven calendar days. PCRA transfers must be requested at www.urs.org.

Points to Remember

This publication is intended to provide general information and does not constitute legal, tax, financial or investment advice and should not be construed as such or relied upon for those purposes. Nothing herein should be construed to establish, amend, enlarge, reduce, or otherwise affect any benefits, rights, responsibilities, or privileges. If there is a conflict between any applicable law, rule, regulation, plan provision, or contract and the contents of this publication, the law, rule, regulation, plan provision, or contract shall prevail. URS investment funds are not FDIC insured, not deposits or obligations of, or guaranteed by, any financial institution; and are not guaranteed by URS or any government agency. Past performance of the funds does not guarantee future results. URS regularly evaluates the funds and may change investment managers and Target Date Fund allocations as needed. The funds may utilize transactions involving securities lending in order to generate additional income. Although risk of loss from securities lending is low, securities lending is not without risk.



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401(k) and 457(b) Summary Plan Descriptions Roth & Traditional IRA Guidebook

