



HIGHLAND CITY COUNCIL MINUTES

Tuesday, May 19, 2026

Approved June 16, 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 Scott L. Smith

Pledge of Allegiance: Council Member Ron Campbell

Respect Statement: Mayor Brittney P. Bills

The meeting was called to order by Mayor Brittney P. Bills as a regular session at 6:05 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 Scott L. Smith and those in attendance were led in the Pledge of Allegiance by Council Member Ron Campbell. 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, Police Chief Brian Gwilliam, Fire Chief Brian Patten, Assistant Public Works Director Jeff Murdoch, Civic Events Coordinator Brooke Boyd

OTHERS PRESENT: Jon Hart, Tavis Timothy, Paul Watterson, MaryAnn Watterson, Claudia Stillman, Kim Scriber, Kevin Ash, Wes Hinton, Angee Tanner, Wayne Stewart

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.

Claudia Sudweeks, representing the Friends of the Highland Library, offered testimonials illustrating the transformative value of libraries and expressed gratitude to the Council for considering a small tax increase to sustain library services. She noted the library is likely the only city department that has not received a revenue increase in the past 18 years.

Angee Tanner, speaking on behalf of the Cottages on the Green HOA, raised concerns about their property's proximity to the proposed town center development and the new park. She noted the HOA's private green space is appearing incorrectly on city maps as open space, with two former ponds—filled in approximately 20 years ago—still shown. She expressed concerns about increased trespassing, trail traffic converging near their property, and speeding on the adjacent highway, and asked that incoming businesses be requested to contribute to security with a fence.

Wayne Stewart addressed the Council regarding historical secondary water billing practices. He reported that residents in his neighborhood are searching storage units and records to document what they believe were understandings which would preclude metering. He asked the Council to consider that history when setting future pressurized irrigation (PI) rates and noted he would return with documentation once gathered. He also encouraged Council members to remember that each represents a constituency and to conduct themselves accordingly.

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. Twin Bridges Entrance Improvements

Resident Paul Watterson will present to City Council the planned entryway improvements to Twin Bridges and update the Council on the financing and donations.

Paul Watterson, a resident of the Twin Bridges neighborhood, presented on behalf of a neighborhood steering committee of approximately twelve volunteers. He explained that the Twin Bridges neighborhood—named for two culverts at its entrances—has no HOA, and that the city-owned entryway structures have deteriorated to the point of being structurally unsound, with leaning columns and rusted metal posts. After canvassing the neighborhood door-to-door, the committee raised approximately \$65,000–\$66,000 in donations toward a project bid of \$92,000. The preferred contractor was selected at \$92,000 versus a competing bid of \$160,000. Mr. Watterson requested the city contribute the remaining gap of approximately \$27,000.

Committee member Kevin Ash added that the new design has been deliberately planned for minimal long-term maintenance, incorporating a drip irrigation system and rock groundcover to eliminate the sprinkler overspray that contributed to the original corrosion.

City Administrator Erin Wells noted that a teenage driver had recently collided with the deteriorated entryway structure, and that the city is currently negotiating with the driver's insurance carrier for an estimated \$15,000 recovery, which would further reduce the funding gap. She indicated staff would bring a formal agenda item to a future meeting requesting the city contribute the remaining balance between donations, insurance proceeds, and the project total.

Ms. Wells also informed the neighborhood that the upcoming fiscal year budget includes funding for a pavilion at the neighborhood park, which has been a Council priority.

All five Council members expressed support for bringing the item back for formal action, with Council Member Campbell characterizing it as a strong leveraging of tax dollars and Council Member Rice praising the neighborhood's initiative given the visible deterioration of the structures.

b. New Employee Introduction

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

City Administrator Wells introduced Emma Van Dyke as the City's new Assistant Events Coordinator. Ms. Van Dyke was unable to attend due to a family graduation commitment. Ms. Wells noted that Ms. Van Dyke is a

BYU student studying experience management and has already demonstrated strong performance in her first week.

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

April 29, 2026

Council Member Doug Cortney MOVED to approve the consent agenda item 3a, approval of meeting minutes for April 29, 2026.

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: 2026 Road Maintenance Package *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider a bid award for the City's 2026 Road Maintenance Package.

City Engineer/Public Works Director Trusty presented the 2026 Road Maintenance Package. The package includes full reconstruction work on several streets (5600 West, 10480 North, and Granite Circle), bonded matrix surface treatment on 9600 North and 6000 West, and high-density bonded matrix on 11350 North, 5830 West, and streets within the Ridgeview subdivision. Mr. Trusty explained that the Ridgeview work is funded through developer-posted bonds and represents a pass-through cost to the city. He clarified the distinction between bonded matrix (a thicker, aggregate-based surface treatment with structural value) and a standard seal coat. Mr. Trusty also noted that LTAP will be conducting road evaluations later in the month to support a more data-driven, planned approach to future annual road projects.

Council Member Cortney requested a brief follow-up discussion with staff regarding tracking of developer-contributed road maintenance funds. City Administrator Wells acknowledged Council Member Cortney's request.

Council Member Campbell commended the bid solicitation process, particularly staff's decision to split packages between contractors to optimize cost.

Council Member Scott L. Smith MOVED that City Council APPROVE awarding the 2026 Roads Project to the following contractors: Schedule A items 2-5, 11-16 to Geneva Rock in the amount of \$961,868.49. Schedules B and C items 6-9 to Holbrook Asphalt in an amount up to \$604,473.86.

Council Member Liz Rice *SECONDED* the motion.

The vote was recorded as follows:

Council Member Ron Campbell	Yes
Council Member Doug Cortney	Yes
Council Member Liz Rice	Yes
Council Member Kim Rodela	Yes
Council Member Scott L. Smith	Yes

The motion carried 5:0

b. ACTION: Project Award - Culinary Tank Lids *General City Management*
Chris Trusty, City Engineer/Public Works Director

The City Council will consider bid award to Baker Construction for the tank lid project in the amount of \$58,080 which include a 10% contingency.

City Engineer/Public Works Director Trusty presented a bid award for the culinary tank lid project, which was included in the city's capital improvement plan. The project involves placing approximately one foot of compacted fill material over the concrete lids of two culinary storage tanks. The purpose is to protect the tanks from the elements and vandalism, and to provide insulation—particularly for the Beacon Hills tank, which has experienced elevated water temperatures. The tanks would remain accessible through existing entry portals and air venting systems. Native vegetation would be established over the covered area.

Council Members asked clarifying questions about drainage, structural capacity, fill material composition, and maintenance access, all of which Mr. Trusty addressed. Council Member Rice inquired about vandalism and was informed both sites are fenced.

Council Member Ron Campbell *MOVED* that City Council award the bid for the Highland City Tank Lid Project to Baker Construction in an amount up to \$58,080.

Council Member Liz Rice *SECONDED* the motion.

The vote was recorded as follows:

Council Member Ron Campbell	Yes
Council Member Doug Cortney	Yes
Council Member Liz Rice	Yes
Council Member Kim Rodela	Yes
Council Member Scott L. Smith	Yes

The motion carried 5:0

c. ACTION: Central Utah Water Conservancy District and Yoppify Grant Partnership and Memorandum of Agreement *General City Management*
Erin Wells, City Administrator

The City Council will consider entering into a Memorandum of Agreement (MOA) with Central Utah Water Conservancy District (CUWCD) for grant funding for the City's Yoppify communications platform.

City Administrator Wells presented a proposed Memorandum of Agreement (MOA) with the Central Utah Water Conservancy District (CUWCD) to cost-share the City's Yoppify communications platform. Yoppify serves as the city's mass notification and two-way texting tool and had previously been provided at no cost through a state grant for three years in connection with the PI meter rollout. The cost-sharing arrangement is structured as a three-year pilot, with the city's annual contribution increasing each year as CUWCD's share decreases. The City's first-year cost is \$7,452, which has been included in the proposed FY2027 budget.

In response to Council questions about data privacy, Ms. Wells confirmed that the city retains control over messaging content, that Yoppify cannot share customer data with third parties, and that any data shared with CUWCD will be anonymized. Yoppify's role under the agreement would include using meter data for automated leak detection alerts and high-water usage notifications, with CUWCD providing conservation messaging and continuing to manage rebate programs.

Council Member Smith raised questions about monitoring usage by commercial, institutional, and city-owned properties—not just residential—and cited a specific example of a school's sprinkler system spraying into the roadway. Ms. Wells acknowledged this as an area for further exploration and noted that all metered connections, including parks, are in theory monitorable through the platform.

Council Member Kim Rodela MOVED that City Council approve the Memorandum of Agreement with Central Utah Water Conservancy District and authorize the City Administrator to execute the agreement.

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. 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. ACTION: 10400 North Sidewalk Project *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider a bid award for the 10400 North improvement project.

City Engineer/Public Works Director Trusty summarized the project, which adds curb, gutter, and sidewalk along 6000 West and 10400 North adjacent to Strasburg Park, on property previously deeded to the city by neighboring landowners. The project is partially funded through a Utah County memorandum of understanding previously approved by the Council. Nine bids were received. Council Member Smith inquired about the potential for a shoulder and flashing pedestrian crosswalk at the intersection, given its use as a safe route to school. Mr. Trusty noted that flashing LED signs are already in place and that rapid-flashing beacons could be considered with pedestrian count data. Council Member Cortney confirmed that the current design provides basic sidewalk only, with the expectation that parkway details would be added if the adjacent park is ever developed. Council Member Campbell thanked staff for their efforts particularly in receiving nine bids.

Council Member Liz Rice MOVED that City Council award the bid for the 10400 North Improvement project to

Black Forest Paving in the amount of \$389,122.25.

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

b. ACTION: Waste Management Contract Renewal *General City Management
Jay Baughman, Assistant City Administrator/Community Development Director*

The City Council will consider a one-year renewal of the Solid Waste Services Agreement with Waste Management. The Council will take appropriate action.

Assistant City Administrator/Community Development Director Jay Baughman presented the one-year renewal of the Solid Waste Services Agreement with Waste Management, covering July 1, 2026 through June 30, 2027. The initial five-year contract has concluded, and the parties are now in annual extension mode.

Council Member Smith provided background on related cost pressures. As a member of the North Point Solid Waste Governing Board, he reported that a proposal to increase tipping fees by \$5 per ton (from \$37.50 to \$42.50) was before the board, which he and Vineyard's representative voted against, citing the timing mid-budget cycle and the lack of a finalized project plan. He noted that Pleasant Grove has since pushed back on the increase as well. Combined with Waste Management's 4.8% rate increase, he estimated total garbage-related costs could rise by approximately \$100,000 in the coming year, ultimately requiring a modest rate increase to residents. Mr. Baughman indicated the per-household impact would be less than one dollar per month.

Council Member Liz Rice MOVED that City Council renew the Solid Waste Service Agreement with Waste Management for a period of one year to begin services on July 1, 2026 through June 30, 2027.

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>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion carried 5:0

c. ACTION: Wildfire Cooperative Agreement *General City Management
Rob Patterson, City Attorney/Planning & Zoning Administrator*

The City Council will consider entering into a Cooperative Agreement with the Utah Division of Forestry, Fire, and State Lands regarding the State's assumption of certain wildfire response costs.

City Attorney/Planning & Zoning Administrator Patterson presented the Cooperative Agreement with the Utah Division of Forestry, Fire, and State Lands. He clarified that this action does not constitute adoption of any WUI (Wildland Urban Interface) code amendments, which will be addressed separately on a future agenda. Rather, the agreement ensures Highland City remains eligible for state cost coverage in the event of a qualifying wildfire on state, federal, or other land. Fire Chief Brian Patten added that the agreement also formalizes Highland's role as a state cooperator, enabling the city's fire resources to be deployed through the state system. The city's annual fiscal obligation through its assessment to Lone Peak Fire is approximately \$35,000, which is largely offset by in-kind contributions such as the recent engine purchase and equipment grants.

Council Member Rice expressed concern that many residents are unaware of Highland's wildfire risk and encouraged broader public education on the topic.

Council Member Scott L. Smith MOVED that City Council approve and authorize the mayor to execute the cooperative agreement with the Utah Division of Forestry, Fire and State Lands.

Council Member Kim Rodela 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. COMMUNICATION ITEMS

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

a. E-bike Rules & State Law Change

Doug Cortney, Council Member
Brian Gwilliam, Police Chief

Council Member Cortney presented an overview of recent state law changes governing e-bikes and e-scooters, noting that the changes are now in effect. He reviewed the three classes of e-bikes (Class 1: pedal-assist only; Class 2: throttle-capable without pedaling; Class 3: higher-powered), along with new requirements including helmets, age restrictions (no riders under 8 on public roads; no riders under 16 on Class 3 and above), clarification that DUI laws apply, and operator licensing in certain circumstances.

Additional changes set to take effect in 2027 include an adult supervision requirement for riders ages 8–15 unless they have completed a safety certification. Police Chief Brian Gwilliam noted that the logistics of how certification will be verified are still being worked out by the legislature.

Council Member Campbell expressed concern about parental accountability, referencing a pending involuntary manslaughter case in another jurisdiction involving a parent whose child fatally struck a pedestrian while riding an e-bike. He urged effective communication to parents about their legal responsibility. Council Member Rice raised the separate issue of motorized scooters, noting they have a throttle but fall under a different classification. Chief Gwilliam confirmed that motor-assisted scooters are governed by distinct statutes.

The Council directed staff to continue monitoring this area of law and indicated a future discussion would address any local ordinance clarifications, particularly around Class 1 and Class 2 distinctions on city trails and

sidewalks.

b. Highland Fling Fireman's Spray and Vendor Fees

Kim Rodela, Council Member

Brooke Boyd, Civic Events Coordinator

Council Member Rodela led discussion on two operational questions for the upcoming Highland Fling:

- **Fireman's Spray:** Council Member Rodela presented the question of whether to conduct the traditional fireman's water spray activity, noting that while it draws from the culinary system (not the PI system where we have particular concern this year), the optics during a drought year are problematic—particularly given that the Fire Department has denied similar requests from other organizations. Council Members Cortney, Campbell, and Rice expressed opposition based on public perception and consistency, while Council Member Smith indicated personal support for the activity. The Council reached consensus to forgo the fireman's spray for 2026, with Council Member Rodela suggesting foam as a possible alternative.
- **Vendor Fees:** The current fee schedule charges \$138 for non-food vendors, \$193 for food vendors, and \$28 for electrical hookups. Council Member Rodela noted that vendor recruitment has been a persistent challenge and raised the possibility of waiving or reducing fees to attract more participants. Council Member Cortney expressed concern about the difficulty of reinstating full fees after years when fees have been waived. A public comment was offered by resident Wayne Stewart, who drew on his family's experience founding the Salt Lake Home and Garden Show, emphasizing that vendor participation follows attendance and suggesting that investing in advertising—including inviting local media or podcasters to broadcast from the event—would be more impactful than fee reductions alone.

After discussion, the Council reached consensus to set vendor fees at \$25 for Highland City businesses and residents, and \$50 for non-Highland vendors, while retaining the electrical hookup fee. Staff confirmed this approach would require a fee schedule amendment. City Administrator Wells noted that Civic Events Coordinator Brooke Boyd retains discretion over vendor selection and that advertising efforts for 2026 have already been enhanced, including the production of a magazine.

c. Pressurized Irrigation Water & City Property Watering Update

Chris Trusty, City Engineer/Public Works Director

The Council requested a recess at 8:10 p.m. The meeting reconvened at 8:20 p.m.

City Engineer/Public Works Director Trusty provided the Council with a Pressurized Irrigation (PI) system status update. He reported that the Provo River Basin snowpack has declined to 8% of normal, though some higher-elevation areas have seen modest recent recovery. The city's PI system has begun its seasonal activation, with filters being cleaned and replaced. Inflows from the Provo River booster station have been reduced from 8 CFS to 4 CFS as the system stabilizes. Pond levels are currently sufficient, and cooler recent temperatures have reduced immediate demand. However, Mr. Trusty cautioned that the city's allocation from Jordanelle and the Provo River may be reduced to 50% for 2026, meaning the city will likely need to draw on its holdover reserves.

Council Member Smith emphasized the importance of promptly repairing any system breaks or leaks visible to the public, noting a recent multi-day geyser on Alpine Highway which reflected poorly on the city's conservation messaging. He also noted that some commercial and institutional water users—including a school observed spraying water into the roadway—should be contacted regarding adjustments. Council Member Rice similarly noted a stake center watering mid-day at peak temperature, which was corrected promptly after she contacted them.

Council Member Campbell asked about the capacity of Well No. 6 as a backup source. Mr. Trusty confirmed it provides approximately 3 CFS, representing a supplemental rather than backup capacity of roughly 30% of system demand.

d. Central Utah Rebate Program

Chris Trusty, City Engineer/Public Works Director

City Engineer/Public Works Director Trusty reported that Central Utah Water Conservancy District (CUWCD) has changed its turf conversion rebate program. Residents within the CUWCD service area are now eligible for a \$1.50 per square foot rebate for removing qualifying turf, regardless of whether their city has adopted a turf-restriction ordinance. If the city were to adopt such an ordinance, the rebate could be doubled to \$3.00 per square foot through a state partnership.

The proposed ordinance standard has been updated: front and side yards may now contain up to 50% turf (increased from 33%), with no turf permitted in park strips or areas less than 8 feet wide. Mr. Trusty noted the goal is to remove lower-utility turf while preserving usable lawn areas.

All five Council Members indicated interest in bringing this item back for further discussion and potential ordinance adoption. Council Member Smith cautioned that xeriscaping should be explained carefully to residents, emphasizing that it does not require a gravel aesthetic and that a balance of living plants and hardscape is encouraged. Mr. Trusty noted that CUWCD now promotes the term "localscaping," targeting a minimum of 50% living material. At the conclusion of the discussion, staff was directed to bring a formal proposal back to the Council for consideration.

e. 2026 Splash Pad Plans

Chris Trusty, City Engineer/Public Works Director

City Engineer/Public Works Director Trusty reported that recent vandalism by skateboarders has damaged a decorative rock at the splash pad, requiring a repair before the facility can open. The opening will be delayed at least one week past Memorial Day. He noted that the splash pad uses recirculated culinary water—not PI water—and that total seasonal water use has historically been less than 500,000 gallons. In comparison, Cedar Hills uses approximately 1,000,000 gallons per month from a non-recirculating system. Mr. Trusty surveyed comparable cities and found that Lehi, Eagle Mountain (for its recirculating pad), Cedar Hills, Ephraim, Salem, Provo, Nephi, and Vineyard all plan normal operations in 2026. He presented several options ranging from normal operations to reduced hours or a delayed opening and recommended against reducing operating days due to flushing and staffing inefficiencies.

Council Members Smith, Rodela, and Campbell supported proceeding with normal operations and reevaluating later in the summer based on water conditions. Council Members Rice expressed a preference for reduced hours given public perception concerns around visible water use. Council Member Cortney supported normal operations but requested that the city publish clear messaging—in the newsletter and via signage at the park—explaining that the splash pad uses recirculated culinary water, not the surface water supply at issue in conservation discussions.

The Council reached consensus to proceed with normal splash pad operations once the repair is complete, with a commitment to reevaluate mid-summer, and to communicate publicly about the recirculated water source. Staff was also directed to follow up on the status of exterior lighting at the splash pad complex, as Police Chief Gwilliam noted the existing lighting is rarely used, and improved lighting would serve as a low-cost security and vandalism deterrent.

f. Community Development Update ([Current Projects](#))

Rob Patterson, City Attorney/Planning & Zoning Administrator

City Attorney/Planning & Zoning Administrator Patterson provided an update on Highland Mains. He noted that under the existing development agreement, architectural approval for the Highland Mains project goes to the Planning Commission rather than the City Council. A developer has proposed replacing a planned large two-story office building at the northeast corner (south of the church parking lot) with an alternative design that Mr. Patterson described as better fitting the Highland Mains aesthetic. The same developer is also acquiring the northwest corner parcel, bringing both corners under unified development. The Planning Commission will review the deviation from the approved concept at its next meeting. Council members were advised to direct any comments or concerns to Planning Commission.

7. WORK SESSION

a. Detached Accessory Dwelling Units *Development Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will hold a work session to discuss detached accessory dwelling units and related regulations.

City Administrator Wells recommended that the Council defer the detached ADU work session discussion to a future meeting, given the volume of content already addressed and the presence of residents specifically attending for the PI rates discussion. The Council concurred. Mayor Bills and Council Member Campbell encouraged all members to review the Planning Commission's prior ADU work session recording before the next discussion, noting that the Commission had produced thoughtful and detailed recommendations that should serve as the Council's starting point. Staff indicated a Planning Commission representative would be invited to summarize the Commission's recommendations at the future session.

This work session will be moved to a meeting date in July.

b. Pressurized Irrigation Rates *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will begin discussions about future pressurized irrigation rates due to metering.

City Engineer/Public Works Director Trusty and Contract Engineer Tavis Timothy led the Council through a detailed review and discussion of the history, structure, and proposed rate options for the PI system. For background information and context, Mr. Trusty reviewed the state legislative mandate passed in 2022–2023 requiring all secondary pressurized connections to be metered by January 1, 2030. He explained the distinction between water rights (state-permitted allocations for a defined purpose and location) and water shares (fractional ownership in an irrigation or canal company), noting that surface water shares fluctuate proportionally with available supply. He addressed the issue of residents who believe they were grandfathered out of metering, noting that while verbal statements may have been made in the early days of the PI system—and the City acknowledges some staff may have informally represented that metering would never occur—the written PI agreements the city has reviewed do not support an exemption from metering or restrict the city's ability to impose usage limits in times of scarcity.

Council Member Smith noted that population in Utah County has now reached 750,000 and that the city has grown approximately fourfold since the PI system was established, fundamentally changing the water availability picture. Council Member Campbell emphasized the need for staff to prepare clear, factual messaging for residents on this history before rates are adopted.

Regarding current usage vs. allotment, Mr. Timothy presented data showing that Highland City residents use approximately 5.1 to 6.2 acre-feet per irrigable acre, compared to a range of 2.0 to 2.6 acre-feet in other metered cities in the region. Mr. Trusty attributed this in part to the fact that Highland's system has not previously been metered, and that many residents rely on landscape maintenance companies that have little incentive to reduce

irrigation. Residential developments are dedicated 2.5 acre-feet per lot (with 0.5 acre-feet for system losses), and residents using more than their allotment are drawing water beyond what has been legally dedicated to their lot.

Mr. Trusty then presented four rate structure options, all incorporating a base rate and a six-tier rate based on usage. The tiers are designed so that residents using at or below their allotment fall within Tiers 1–3, while overuse into Tiers 4–6 carries increasingly punitive per-thousand-gallon charges. The key distinction among the four options is the balance between base rate revenue and tiered usage revenue:

- Option 1: Flat dollar base (\$15) plus per-square-foot component, with tiered usage covering remaining revenue. Staff's preferred option.
- Options 2, 3, and 4: Base rate structured solely on lot square footage, capturing 50%, 67%, and 75% of needed revenue in the base rate, respectively. Staff also expressed support for Option 3.

Mr. Trusty noted the goal is for a resident using exactly their allotment to pay approximately what they pay today on a full-year basis, with winter months lower and summer months higher than the current flat rate.

Council members expressed the following preferences and concerns: Council Member Cortney favored Option 2 (50% base recovery), with a caution against using 2026 data for modeling given the anticipated drought-driven conservation. He was concerned that residents might believe their future allotment will be set based on reduced 2026 usage. Council Member Campbell favored Option 1 for giving smaller-lot residents meaningful incentive to conserve. Council Members Smith and Rice deferred to staff preference for Options 1 or 3. Council Member Rodela expressed support for a 2027 implementation and highlighted Cedar Hills' successful rollout, noting that fewer than 30 households incurred excess charges after the city's communication campaign.

Council Member Rice requested that an equal-pay monthly billing option be explored to help residents manage seasonal billing spikes. Council Member Cortney requested that the next presentation include real-world usage examples showing impacts on 25th, 50th, 75th, and 90th percentile users under the various options.

Staff was directed to narrow the options to two or three, prepare illustrative spreadsheet examples showing the rate impact on a range of actual user profiles, and return the item to a future Council work session. A formal action item will follow once the Council has selected a preferred structure. Staff also indicated plans to hold public open houses once a preferred option is near finalization. Implementation target remains the 2027 irrigation season.

8. CLOSED MEETING

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

There was no closed meeting.

ADJOURNMENT

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

The meeting adjourned at 9:49 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 May 19, 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

May 19, 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.

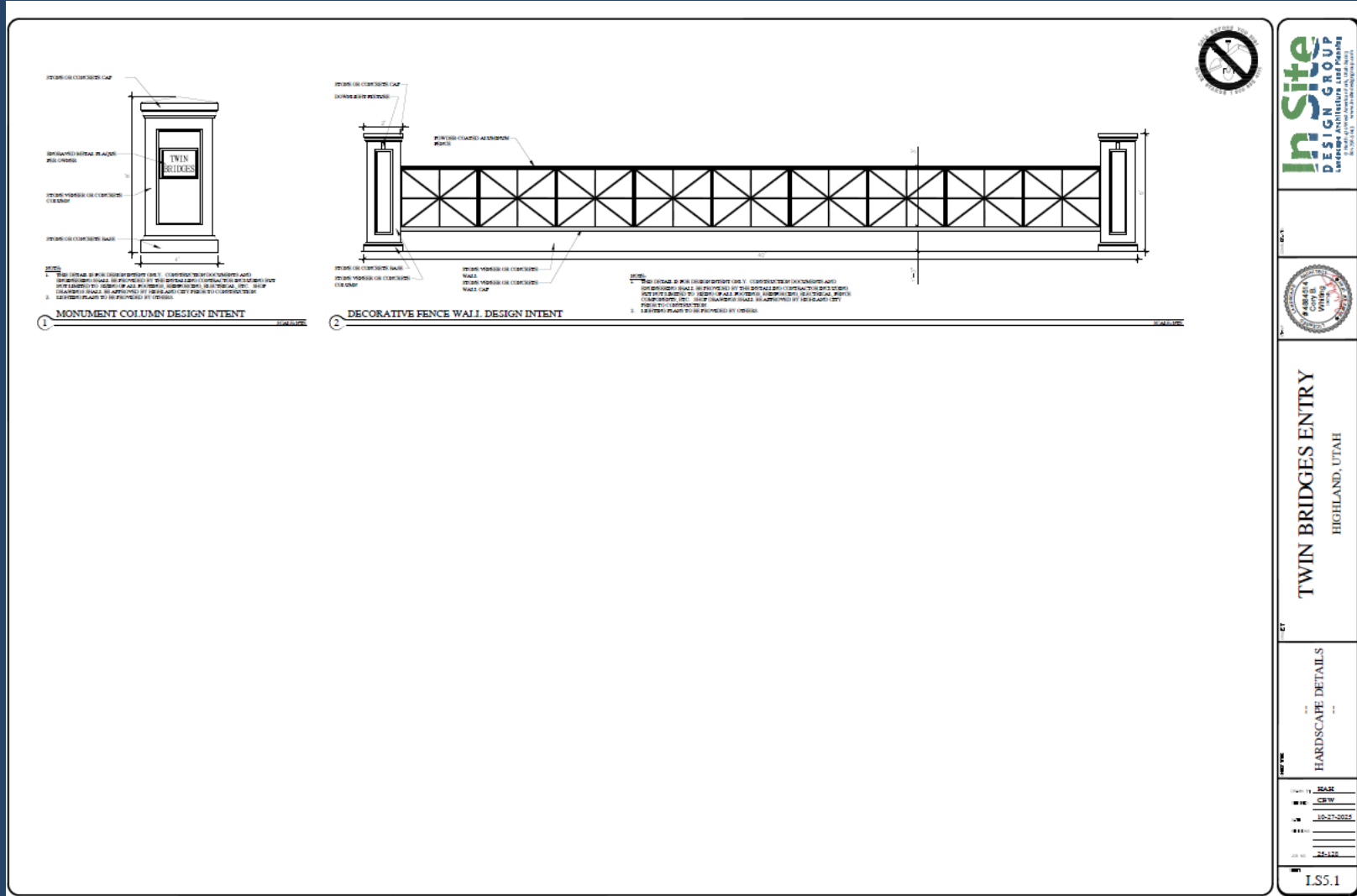
- Please state your name clearly.
- Limit your comments to three (3) minutes.



PRESENTATIONS

- a. Twin Bridges Entrance Improvements- *Paul Watterson*
- b. New Employee Introduction - *Erin Wells, City Administrator*

Twin Bridges



Twin Bridges



In Site
DESIGN GROUP
LANDSCAPE ARCHITECTURE
1000 S. 1000 W. SUITE 100
SALT LAKE CITY, UT 84119
TEL: 801.488.8888



TWIN BRIDGES ENTRY
HIGHLAND, UTAH

3D IMAGES

Drawn by: **BEAR**
Checked by: **CBW**
Date: **10-27-2014**

I.S6.1

New Employee Introduction

- Emma VanDyke, Assistant Events Coordinator



CONSENT ITEMS *(5 minutes)*

3a. Approval of Meeting Minutes: April 29, 2026
General City Management

Motion to Approve

I move that the City Council approve consent item 3a, the approval of meeting minutes from April 29, 2026.



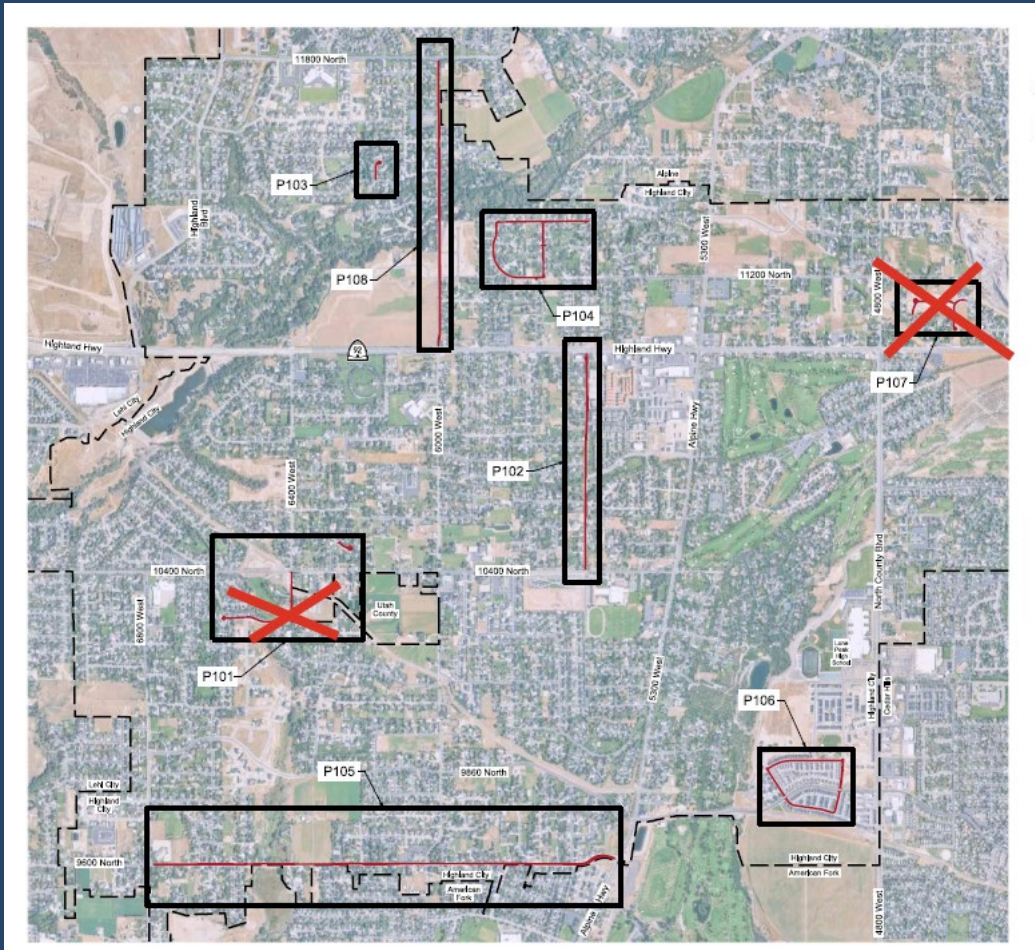
2026 ROAD MAINTENANCE PACKAGE

General City Management

Item 4a - Action

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

2026 Roads Preservation Project



Reconstruct:

- 5600 West
- 10480 North
- Granite Circle

Bonded Matrix

- 9600 North
- 6000 West

High density Bonded Matrix

- 11350 North
- 5830 West
- Elmfield, Willowbank and Featherstone

Motion to Approve

I move that City Council APPROVE awarding the 2026 Roads Project to the following contractors: Schedule A items 2-5, 11-16 to Geneva Rock in the amount of \$961,868.49. Schedules B and C items 6-9 to Holbrook Asphalt in an amount up to \$604,473.86.



PROJECT AWARD – CULINARY TANK LIDS

General City Management

Item 4b – Action

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

Culinary Tank Lids Bid Award



Intent is to provide additional protection for tanks by placing a 1-foot earthen cover over the tank lid. a reduction in water temperatures.



This will also provide some additional insulation, and we hope to see a reduction in water temperatures.

Motion to Approve

I move that City Council award the bid for the Highland City Tank Lid Project to Baker Construction in an amount up to \$58,080.



CENTRAL UTAH WATER CONSERVANCY DISTRICT AND YOPPIFY GRANT PARTNERSHIP AND MEMORANDUM OF UNDERSTANDING

General City Management

Item 4c - Action

Presented by - Erin Wells, City Administrator

Yoppify Summary

- City's communication tool
 - Two-way texting, mass communication (phone, text, email), web chat tool
- Originally grant funded for 3 years with PI meter roll-put
 - Grant is expiring

Proposed Cost Sharing - Central Utah Water Conservancy District

- Requires City to use Yoppify for water conservation efforts and information sharing with CUWCD
 - City controls messaging and customer information shared
 - Personal information will be anonymized
- 3-year pilot program
 - Year One: City 20%, CUWCD 80%
 - Year Two: City 30%, CUWCD 70%
 - Year Three: City 40%, CUWCD 60%
- If continued, cost split would be 50/50
- First year amount is included in FY27 Tentative Budget

Responsibility Summary

- Highland:
 - Provide water-use and customer data to Yoppify and anonymized data to CUWCD
 - Send regular notifications to residents, including leak alerts, high-water-use notifications, and messaging about conservation and rebate programs
- Yoppify Obligations:
 - Use meter data for leak detection, excessive use detection, water analytics, conservation messaging targeting, and data dashboards
 - Create workflows and templates for conservation messaging
- CUWCD Obligations:
 - Provide information on conservation, rebate programs, and educational materials
 - Administers rebate programs

Motion to Approve

I move that City Council approve the Memorandum of Agreement with Central Utah Water Conservancy District and authorize the City Administrator to execute the agreement.



10400 NORTH SIDEWALK PROJECT

General City Management

Item 5a – Expedited

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

Motion to Approve

I move that City Council award the bid for the 10400 North Improvement project to Black Forest Paving in the amount of \$389,122.25.



WASTE MANAGEMENT CONTRACT RENEWAL

General City Management

Item 5b - Expedited

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

Motion to Approve

I move that City Council renew the Solid Waste Service Agreement with Waste Management for a period of one year to begin services on July 1, 2026 through June 30, 2027.



WILDFIRE COOPERATIVE AGREEMENT

General City Management

Item 5c - Expedited

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

Motion to Approve

I move that City Council approve and authorize the mayor to execute the cooperative agreement with the Utah Division of Forestry, Fire and State Lands.



E-BIKE RULES & STATE LAW CHANGE

Item 6a – Communication

Presented by – Doug Cortney, City Council Member
Brian Gwilliam, Police Chief

E-Bike Classifications

- Class 1 E-bike (Low-speed Pedal-Assist): Motor works only while pedaling, up to 20 mph.
- Class 2 E-bike (Low-speed Throttle-Assist): Pedal-assist and a throttle, with power capped at 20 mph.
- Class 3 E-bike (Speed Pedal-Assist): Also called "speed pedelecs," providing pedal-assist up to 28 mph.
- E-motorcycles (No pedals)



NEW UTAH E-BIKE LAW



★ EFFECTIVE MAY 6, 2026 ★



HELMET REQUIRED (UNDER 21)

All riders under 21 must wear a helmet when riding an e-bike or e-scooter.



KNOW YOUR RIDE

- E-bikes = bicycles
- High-power rated bikes (e-motorcycles) = motorcycles



LICENSE MAY BE REQUIRED

If classified as an e-motorcycle, you may need:

- Driver License
- Motorcycle Endorsement
- Insurance



AGE RESTRICTIONS

- Under 8: Not allowed on public roads
- Under 16: Cannot operate high-power e-bikes



DUI LAWS APPLY

A DUI can apply to e-bike operation.



COMING IN 2027

Riders ages 8–15 will need adult supervision or safety certification.



State & City Code

- State code outlines general rules and street use. Defers to City code for trails and sidewalk rules
- City code needs clarification based on new state classifications
- Interpretation has been only class 1 e-bikes are allowed on trails
- No specification on sidewalks
- All e-bikes prohibited on grass in parks



HIGHLAND FLING FIREMAN'S SPRAY AND VENDOR FEES

Item 6b – Communication

Presented by – Kim Rodela, City Council Member

Brooke Boyd, Civic Events Coordinator

Fireman's Spray

- Fling organizers want to be sensitive to the water concerns this year
- The Fire Department has denied requests for Sprays from other organizations, such as school districts
- Even though the water comes from a different water source, the Spray could be seen as wasting a scarce resource

Vendor Fees

Highland charges: \$138 for non-food vendors
 \$193 for food vendors
 \$28 electrical fee for non-residents

Neighboring cities range from \$150 - \$200

Fling brings in roughly \$5,600 in vendor fees annually

Vendor Fees

Proposed Options

1. Waive all vendor fees for everyone
2. Waive fees for all vendors *except food vendors*
3. Waive no fees (status quo)

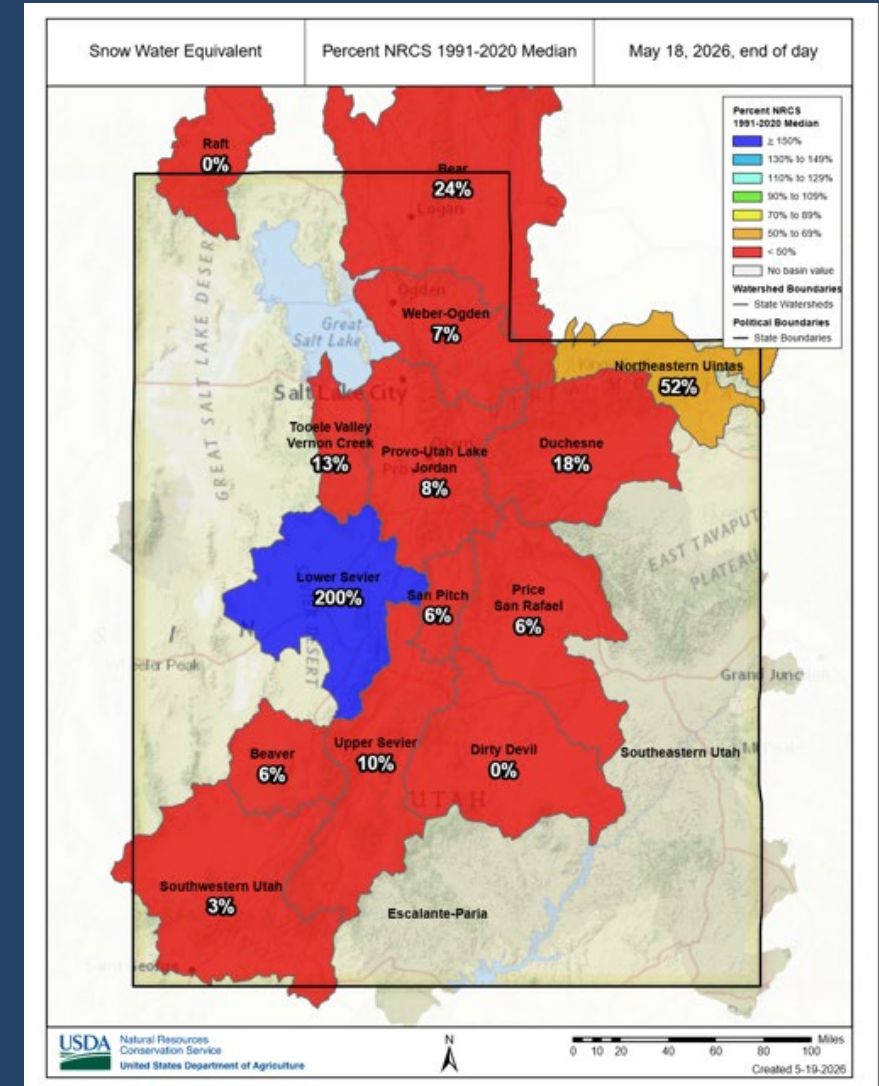
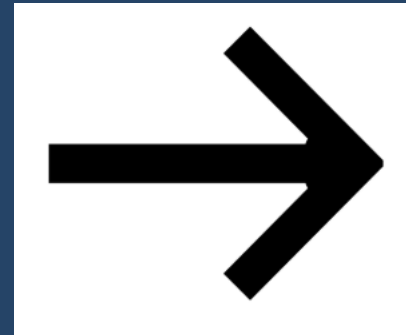
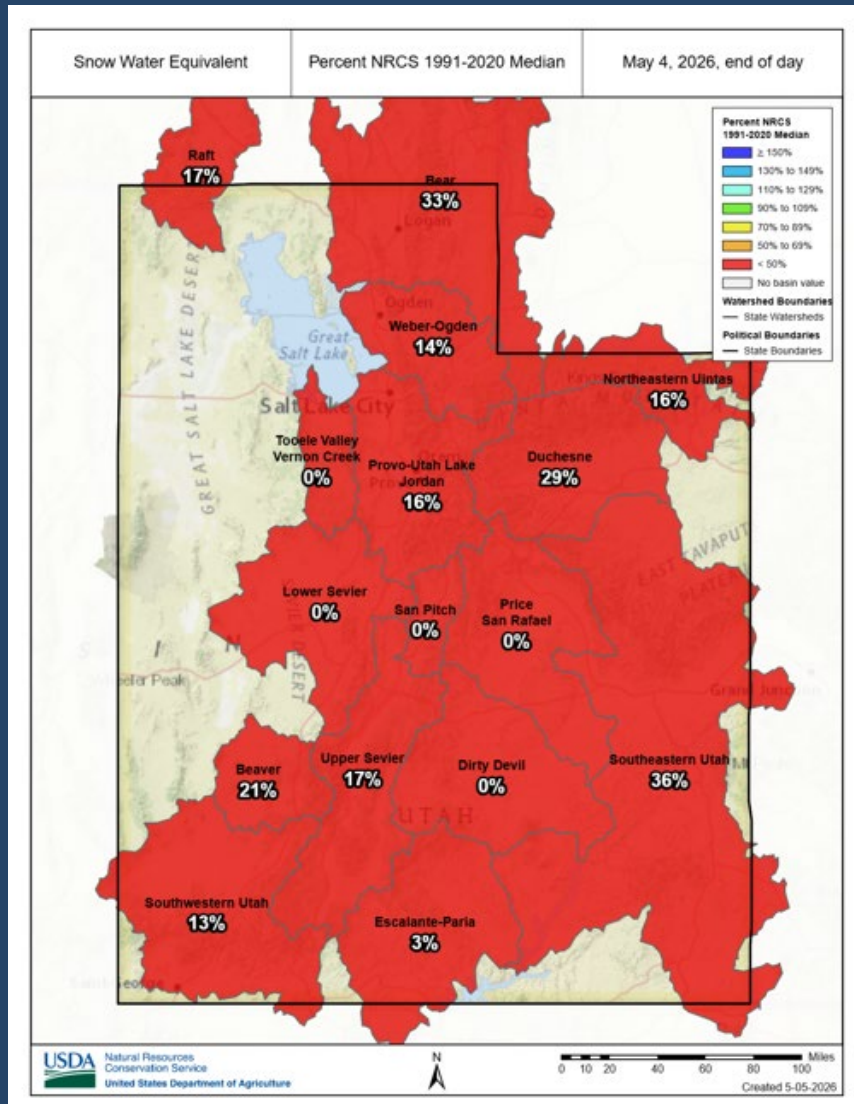


PRESSURIZED IRRIGATION WATER & CITY WATERING UPDATE

Item 6c – Communication

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

PI Water and City Open Space update



PI and City Open Space update

Parks:

- Irrigation has been turned on at all parks and open spaces
- In process of cleaning/ replacing filters as needed
- Aware of some areas that are yellow

PI

- Receiving water from Provo River @ booster station
- Ponds levels are currently sufficient

PI and City Open Space update

- Typical yearly storage allocation = 5,160 AF
- 2026 allocation reduced to 50% (2,580 AF)
- Typical usage 2024 & 2025 of 9,000 AF all sources
- A 20% reduction of all users = 7,200 AF
- $9,000 \text{ AF average} - 2,580 \text{ (reduced allocation)} = 6,420$ goal
- Holdover of 2,212 AF
- Needed to bridge the gap between 6,420 and 7,200



CENTRAL UTAH REBATE PROGRAM

Item 6d – Communication

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

Central Utah Rebate

CUWCD will now pay \$1.50/ SF to remove turf

State of Utah will match this rebate (\$3.00/SF) if City adopts an ordinance to require maximum amount of lawn in front and side yard for all new development.

Was: 33% max Now: 50% max
(relaxed requirements)

No lawn in park strips

No lawn in areas less than 8 feet in width



2026 SPLASH PAD PLANS

Item 6e – Communication

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

Splash Pad Operations



Due to damage done by skateboarders in the splash pad, the city will need to fix this rock prior to opening splash pad. We expect this work to take place next week and will not be able to open the splash pad for Memorial Day this year.

Splash Pad Operations

Highland City splash pad is run from culinary (not PI) water which is recirculated as allowed with constant monitoring and flushed as needed.

Past Years Usage

2022- 355,000 gals

2023- 436,000 gals

2024- 468,000 gals (started late last year)

Cedar Hills who uses a non-circulating system uses approximately 1 MG/ month

Splash Pad Operations

Lehi- No restrictions until phase 3 conservation plan

Eagle Mountain- Not operating non-recirculating splash pad; reduced hours on second splash pad

Cedar Hills- normal operations (discharges into PI)

Ephraim- normal operations

Salem- normal operations

Provo- normal operations

Nephi- normal operations

Vinyard- normal operations

Splash Pad Operations

Typical operations is from Memorial Day until Labor Day, Monday- Saturday 10 AM - 8 PM.

Reduction in hours would result in proportionate reduction in water usage. If hours were reduced from 12 PM- 6 PM it would reduce the usage by approximately 40%.

Reduction in days would also reduce water use, but staff would still need to monitor water quality. Moving water is less likely to allow bacteria to germinate. Closing the splash pad could mean having to flush the system more frequently. No reduction in manhours to maintain splash pad.

Splash Pad Operations

Options:

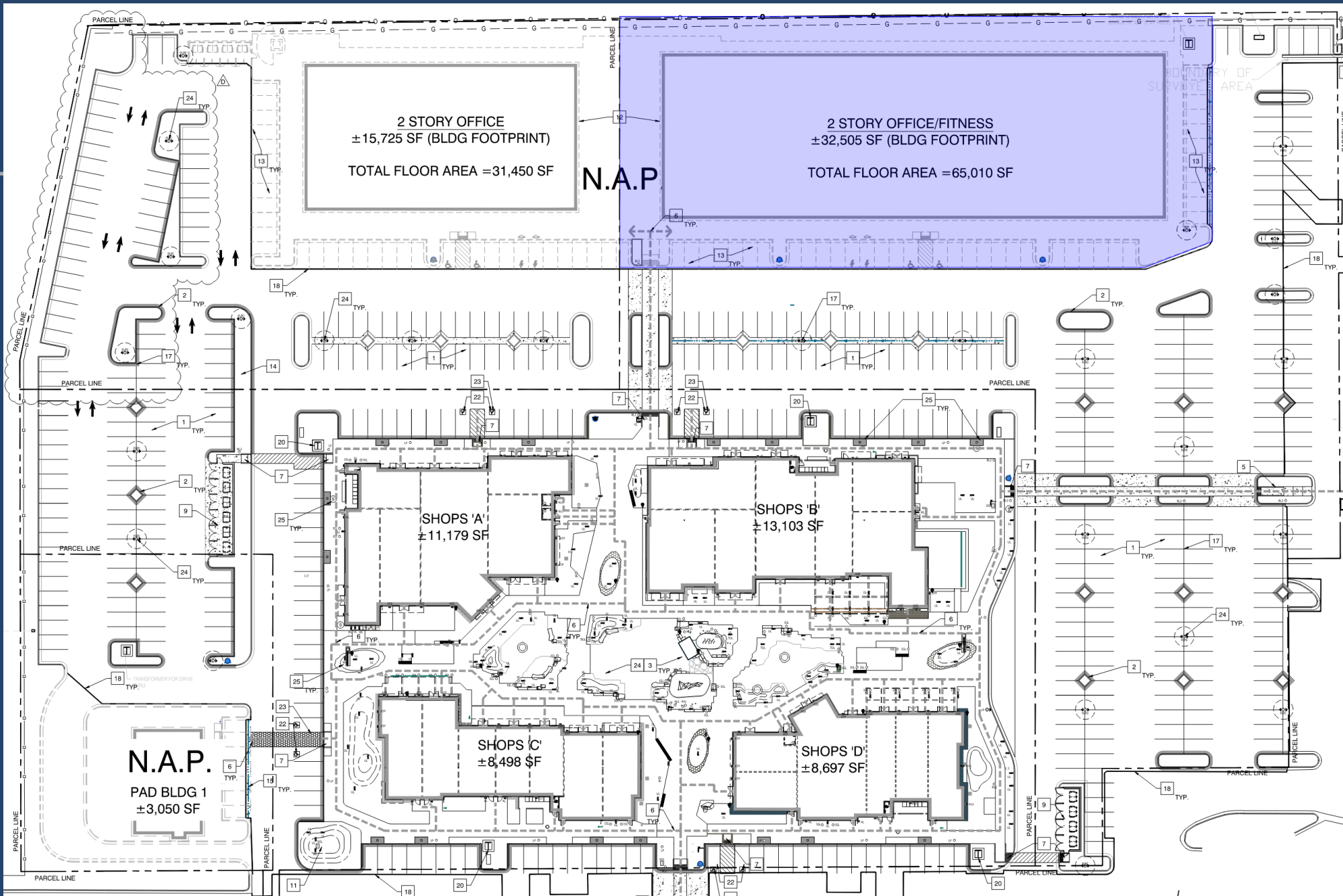
1. Normal Operations
2. Wait to open splash pad (will need to wait this year)
3. Reduce hours of operation
4. Reduce days of operation
5. Combination of above
6. Normal operations but re-evaluate later in summer



COMMUNITY DEVELOPMENT UPDATE

Item 6f – Communication

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



DA Approved Concept Design



New Design





WORK SESSION: DETACHED ACCESSORY DWELLING UNITS

Item 7a – Work Session

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



WORK SESSION: PRESSURIZED IRRIGATION RATES

Item 7b – Work Session

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

PI Rates- History

In 2022, the state legislature passed HB 242, followed by SB 251 in 2023. These bills resulted in Utah Code 73-10-34, which **requires** that all secondary pressurized connections be metered by January 1, 2030.

Metered residential properties, have been shown to decrease their water usage by up to 40%. Meters empower users to more accurately track their usage, detect leaks or breaks in their system and identify unnecessary waste.

Water conserved through metering extends Utah's drinking water supplies, protects our drinking water and helps maintain healthy lake reservoir levels. Saving water now is an investment in Utah's future, ensuring our children and grandchildren inherit an ecologically rich and beautiful state.

PI Rates- paper water vs wet water

Water rights in Utah are permissions granted by the Utah Division of Water Rights (State Engineers Office) to use a specific amount of public water for a defined purpose and location. Most ground water sources fall under this category.

Water shares represent a fractional ownership in a company such as an irrigation, canal or ditch company that holds water rights. Most surface water is divided up through shares and shares can fluctuate depending on the amount of surface water available.

Water rights in Utah have basically been over allocated meaning there is more paper water than actual wet water available.

PI Rates- water dedication

When new subdivisions or commercial projects come into the city, they are required to provide 'paper' water to the city. Usually, the city is given water rights in existing wells or that can be transferred into existing wells to provide for the indoor water demands that the city will be expected to supply. Usually, water shares are provided to the city to meet outdoor irrigation water demands.

In some instances, homes, especially in older sections of the city, were built prior to the implementation of the Highland City Pressurized Irrigation (PI) System. They had not provided water rights/ shares for the City PI System. In these instances, the city agreed to (1) provide City water shares which were paid through resident's bills and repaid over time or (2) the resident transferred water shares to the City for watering of their property. An agreement between each resident and the City was provided. These PI agreements were never intended to imply that residents would never have their use metered or that residents would have unlimited use of water.

PI Rates- grandfathered in

Some residents have claimed to be “grandfathered in.” It’s likely that at the time the city implemented the secondary irrigation system, there was never the intent on the part of the city to meter or charge based on usage. It’s also possible that residents who paid for paper water through their utility bills had understood that to mean they were exempt from being billed for usage or understood this to mean their water would never be metered. It’s also possible there was also some confusion by residents being told they could water whenever they wanted because once on a PI system, they wouldn’t rely on ditch turns from the irrigation company. Staff have not yet found any written agreement binding the city from metering secondary irrigation or from charging for usage. There would also be the question of if any such agreement wouldn’t be superseded by the state.

PI Rates- Allotment

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

Developments are required to dedicate 3 acre-feet per acre. Lots are assessed an allotment of city water based on 2.5 acre-feet per acre, providing for system losses. Assuming that half of the lot is not irrigated with the house footprint, driveway and impermeable surfaces, this provides for 5 acre-feet/ irrigable acre.

When residents use more water than what was provided for their lot, they are extracting more than what they are legally entitled to and are adding additional burden to an already over-burdened supply.

The table to the left provides for irrigable acreage application rates. Highland has historically used more water than necessary for outdoor irrigation.

PI Rates- Rates

Residents are currently charged a monthly cost of \$24.14 plus \$.000797 per square foot of the lot in their utility bill for pressurized irrigation. Current charges do not reflect actual usage.

The ideal scenario would be to structure tier rates so that residents who use their allotment pay just as much as they would have paid under the current charges. Residents using less of their allotment would be rewarded by paying less than currently, and residents who use more would see an increase in their annual bill. Last years meter readings showed that approximately 80% of residents use in excess of their allotment during the summer months.

PI Rates- Base Rate

It is typical to provide a base rate that will cover the majority of the revenue requirements of the PI System. These costs range from staff to operation and maintenance costs. The proposed base rate, similar to the existing base rate, has two components (1) a fee that every user pays to support the system and (2) a fee that is relative to the size of lot and the amount of water that can be delivered to the lot.

Philosophy 1- Base rate based on flat \$ amount + lot square footage

- Provides a more balanced approach and flatten rates

Philosophy 2- Base rate based solely on square footage

- Smaller lots are less incentivized to conserve; larger lots pick up larger proportion

PI Rates- Tiered Rates

Staff recommends utilizing tiered usage rates. Tiered rates allow the City to charge different rates based on the amount of water used each month. This structure encourages water conservation by rewarding customers who use less water, while discouraging excessive use beyond the lot allotment. A six-tier rate structure has been developed for the proposed rates.

The remainder revenue for the PI Budget would be covered through actual use through tiered rates. For the purposes of budget modeling it was anticipated that the required revenue could be generated if everyone used only their allotment. Tiered rates are also consistent with the City's current drinking water billing structure.

PI Rates- Tiered Rates

The following table are the proposed tiers with their incremental use. Tiers 1-3 allow up to 100% of the allotment and Tiers 4-6 provide for the overuse tiers. Each Tier will have an associated cost per 1,000 gallons

Tier No.	% of Annual Allowable Useage		Cost per 1k Gal.
	Incremental	Cumulative	
Tier 1	50%	50%	\$0.20 - \$0.40
Tier 2	25%	75%	\$0.40 - \$0.70
Tier 3	25%	100%	\$0.60 - \$0.85
Tier 4	50%	150%	\$1.00
Tier 5	50%	200%	\$1.50
Tier 6	50%	250%	\$3.00

PI Rates- Option comparisons

Four tiered rate options were considered by staff:

Option 1 - \$15 Base with SF Cost Plus Tier Usage

Option 2 - SF Cost of 50% revenue goal plus 50% Tier Usage

Option 3 - SF Cost of 67% revenue goal plus 33% Tier Usage

Option 4 - SF Cost of 75% revenue goal plus 25% Tier Usage

	Existing Cost	Tier Cost Option 1	Tier Cost Option 2	Tier Cost Option 3	Tier Cost Option 4
Lot Size		\$15 Base + SF	SF Base (50%) plus Use	SF Base (67%) plus Use	SF Base (75%) plus Use
0.25 Acres	\$394	\$360	\$266	\$267	\$270
0.50 Acres	\$498	\$540	\$533	\$535	\$538
0.75 Acres	\$602	\$720	\$799	\$803	\$807
1.00 Acres	\$706	\$900	\$1,065	\$1,070	\$1,076
Tier 1-3		\$0.20,\$0.40,\$0.60	\$0.45,\$0.70,\$0.85	\$0.35,\$0.6,\$0.75	\$0.25,\$0.5,\$0.65

Next Steps in Metering Process

City Council provide feedback on rate options

Implementation timeframe for new rates to take effect

Provide users information on what they might expect for rates

- Allotment provided vs used amount

- Update website with rate information

- Provide usage in billings

- Provide calculator for residents to understand billings

Meter usage through 2026

Prepare rate study Fall 2026 utilizing meter usage data from 2026 irrigation season

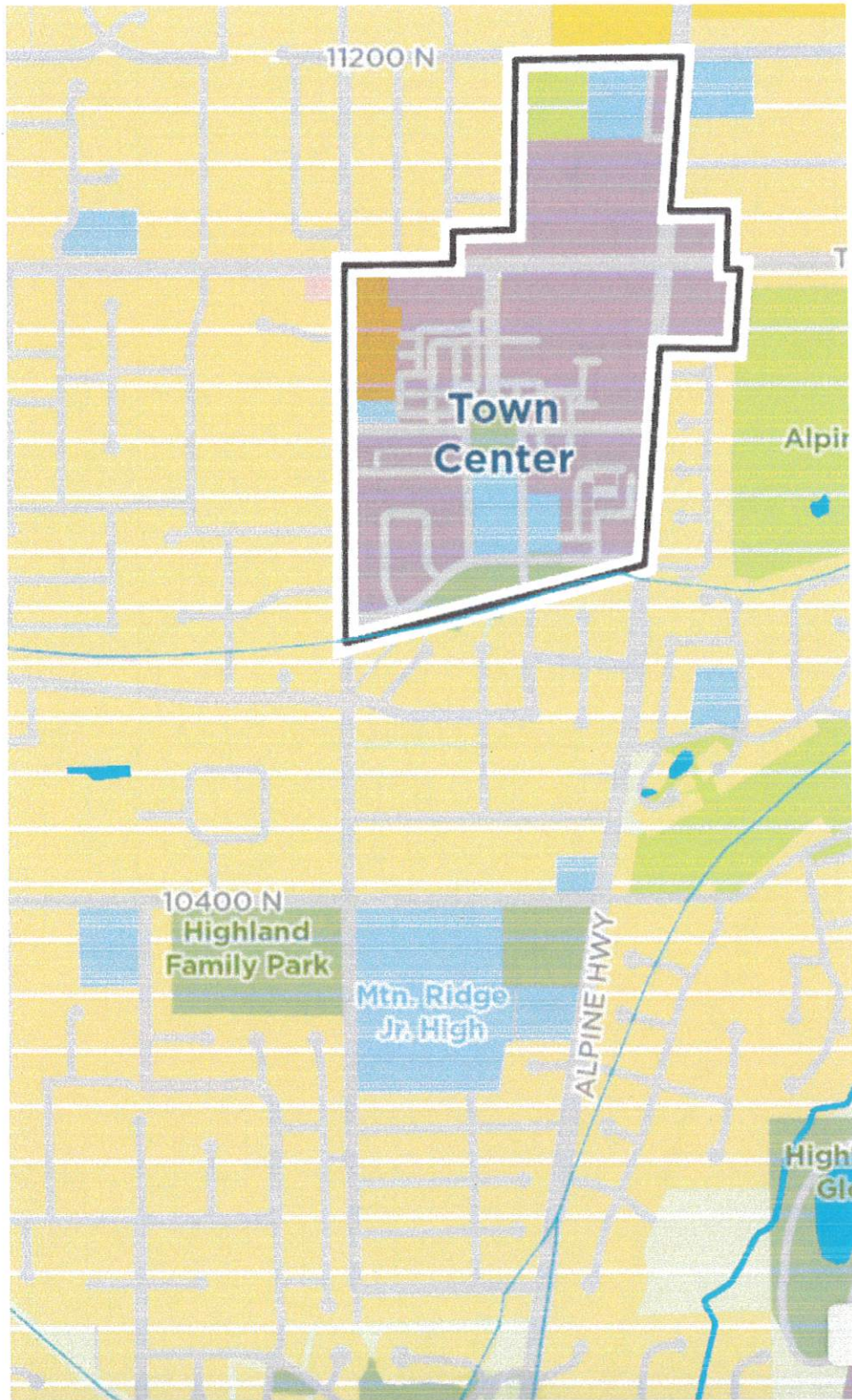
Revise rates during Winter 2026

Finalize and implement rates for 2027 irrigation season???



FUTURE MEETINGS

- May 26, Planning Commission Meeting, 7:00 pm, City Hall
- June 2, City Council Meeting, 6:00 pm, City Hall
- June 16, City Council Meeting, 6:00 pm, City Hall
- June 23, Planning Commission Meeting, 7:00 pm, City Hall

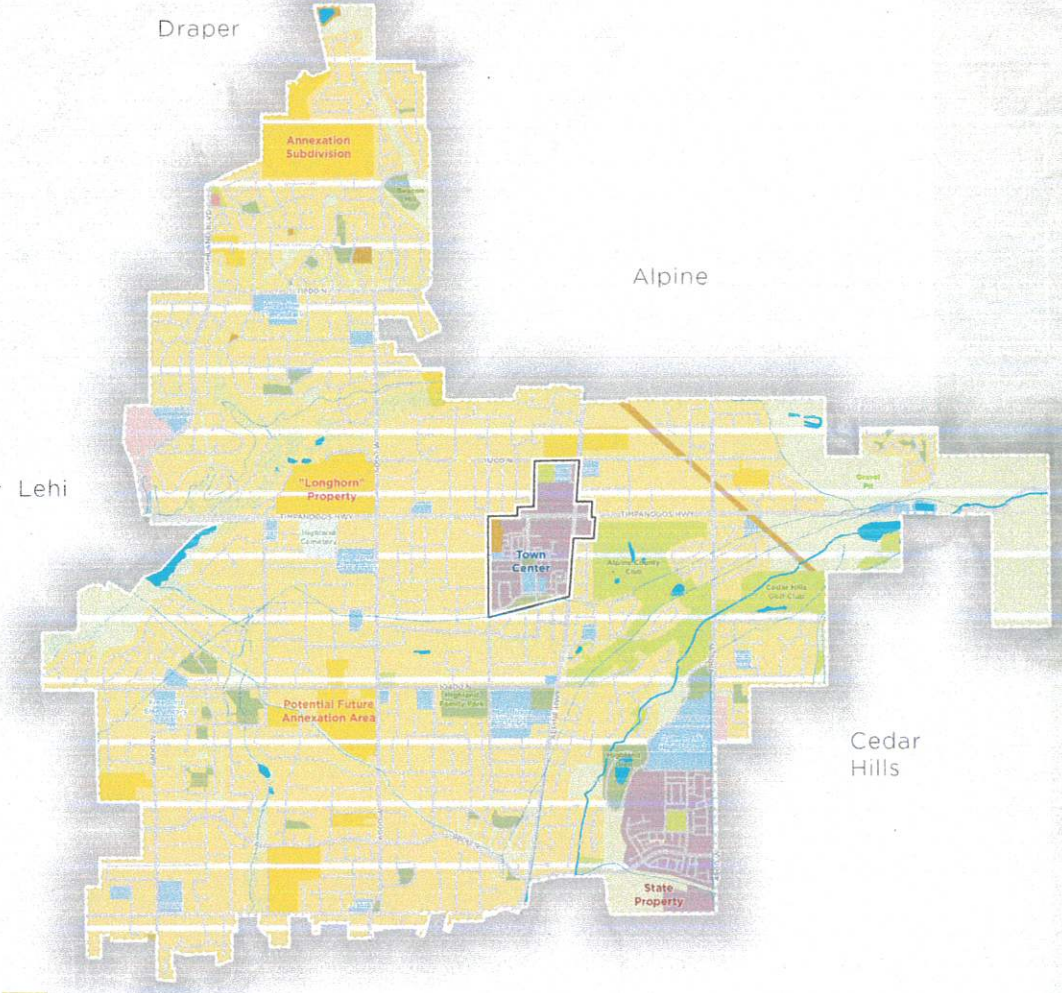




HIGHLAND CITY

Future Land Use

-  Town Center
-  Existing Residential to Remain
-  Residential Infill
-  Commercial
-  Mixed Use
-  Office
-  Civic/Education/Religious
-  Public Park
-  Private Recreation/Golf Course
-  Open Space
-  Cemetery
-  Utility
-  Forest Service Land
-  Riparian/Wetland
-  Waterbody
-  Canal/Ditch
-  Stream/River - Perennial
-  Stream/River - Intermittent



American Fork

