



HIGHLAND CITY COUNCIL AGENDA

TUESDAY, OCTOBER 20, 2026

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

VIRTUAL PARTICIPATION



YouTube Live: <http://bit.ly/HC-youtube>



Email comments prior to meeting: council@highlandut.gov

6:00 PM REGULAR SESSION

Call to Order: Mayor Brittney P. Bills

Invocation: Council Member Kim Rodela

Pledge of Allegiance: Council Member Scott L. Smith

Respect Statement: Mayor Brittney P. Bills

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.

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. Library Board Annual Report

The Library Board will present their Annual Report to the City Council.

3. CONSENT ITEMS

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

a. Ratification of Large Purchases

September 2026

b. Twin Bridges Entrance Improvements Change Order *General City Management*

Chris Trusty, City Engineer/Public Works Director

Council will consider the additional financing request for the Twin Bridges entryway project.

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. PUBLIC HEARING/ORDINANCE: Text Amendment - Building Height Regulations *Development Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

Max Gula, Code Compliance/Planner Tech

The City Council will hold a public hearing to consider proposed amendments to the Development Code regarding how building height is measured.

b. RESOLUTION: Declare Certain Property Adjacent to 10153 N 6530 W as an Orphan Parcel *General City Management*

Jay Baughman, Assistant City Administrator

The City Council will consider declaring city-owned property adjacent to property owned by KC Corbett as an orphan parcel and directing staff to move forward with the sale of that property.

c. RESOLUTION: Declare Certain Property Adjacent to 5706 W 9970 N as an Orphan Parcel *General City Management*

Jay Baughman, Assistant City Administrator

The City Council will consider declaring city-owned property adjacent to property owned by Morgan Manning as an orphan parcel and directing staff to move forward with the sale of that property.

d. ACTION: Highland City Drainline Relocation Bid Award *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider a bid award with Hadco Construction to relocate a drain line from the Beacon Hills water tank.

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. ORDINANCE: Code Update on Right of Way Permit Requirements *Municipal Code Update (Legislative)*

Rob Patterson, City Attorney/Planning & Zoning Administrator

The City Council will consider proposed amendments to the City right-of-way permit regulations to require notice be provided to properties affected by proposed work.

b. ACTION: City Facilities Fencing Bid Award *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider awarding a bid award for fencing on City properties.

c. ACTION: Storm Drain Sump Bid Award *General City Management*

Chris Trusty, City Engineer/Public Works Director

The City Council will consider a bid award to install a new sump.

6. COMMUNICATION ITEMS

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

a. Storm Water Management Plan Update

Chris Trusty, City Engineer/Public Works Director

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

Erin Wells, City Administrator

7. WORK SESSION

a. Road Capital Update

Chris Trusty, City Engineer/Public Works Director

Staff will update the Council on the 2026 projects, study on future road maintenance priorities & the transportation utility fee, and report on the impact fee update study.

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.

ADJOURNMENT

In accordance with Americans with Disabilities Act, Highland City will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at (801) 772-4505 at least three days in advance of the meeting.

ELECTRONIC PARTICIPATION

Members of the City Council may participate electronically during this meeting.

CERTIFICATE OF POSTING

I, Stephannie B. Cottle, the duly appointed City Recorder, certify that the foregoing agenda was posted at the principal office of the public body, on the Utah State website (<http://pmn.utah.gov>), and on Highland City's website (www.highlandut.gov).

Please note the order of agenda items are subject to change in order to accommodate the needs of the City Council, staff and the public.

Posted and dated this agenda on the 15th day of October 2026.

Stephannie B. Cottle, CMC|UCC, City Recorder

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS.

Highland City Large Purchases Tracking (\$25,000+)

Fiscal Year: 2026-2027

Month: September 2026

Date	Vendor	Check #	GL Account	Amount	Description
9/9/2026	Rocky Mountain Power	4292	53-40-27	\$ 46,177.53	PI Booster Station Power
9/15/2026	WM Corporate Services, Inc	4307	10-73-50	\$ 88,428.89	Solid Waste Hauling Contract
9/15/2026	Lone Peak Public Safety District	4308	10-54-31, 10-57-11, 10-57-31	\$ 526,657.66	September 2026 Public Safety Assessments
9/9/2026	Blue Jay Companies	39346	40-40-71	\$ 33,471.77	Twin Bridges Project Materials Deposit
9/9/2026	Mountainland Supply, LLC	39369	55-40-55	\$ 208,967.85	Sensus Radio for Water MXU Project
9/9/2026	North Pointe Solid Waste Dist.	39371	10-73-49	\$ 32,191.14	Solid Waste Tipping Fees
9/9/2026	Geneva Rock Products Co.	39386	56-40-70	\$ 510,893.99	2026 Road Maintenance Package
9/22/2026	Black Forest Paving LLC	39428	41-40-70	\$ 165,294.02	2026 10400 Road and Sidewalk Project
9/22/2026	Matthew Patten	39450	10-60-74, 40-40-75	\$ 30,000.00	Ladder Truck
9/22/2026	Pleasant Grove Irrigation	39455	53-40-74	\$ 43,401.80	2026 Water Assessment
9/22/2026	Timpanogos Special Service District	39471	52-40-42	\$ 169,073.68	August 2026 Sewer Treatment User Fees
9/22/2026	VanCon	39475	40-40-76	\$ 282,515.75	Mitchell Hollow Trail
9/29/2026	Dawson Infrastructure Solutions	39486	54-40-59	\$ 464,669.00	RAMVAC Vac Truck



CITY COUNCIL AGENDA REPORT

ITEM #3b

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Chris Trusty, City Engineer/Public Works Director
SPONSORED BY: Paul Watterson
SUBJECT: Twin Bridges Entrance Improvements Change Order
TYPE: General City Management

PURPOSE:

Council will consider the additional financing request for the Twin Bridges entryway project.

STAFF RECOMMENDATION:

Staff recommends a budget adjustment to fund a portion of the restoration improvements to the entry feature for the Twin Bridges subdivision.

PRIOR COUNCIL DIRECTION:

On May 19, 2026, residents of the Twin Bridges subdivision presented to the City Council a plan to remove an existing entry feature into their subdivision and replace it with a new feature that would be more durable and sustainable and provide an upgrade to a deteriorating feature. Residents were asking the City to fund the shortfall in funding that had been donated and what the project costs would be. Council indicated support for this request.

On June 2, 2026, City Council approved a fund transfer of up to \$27,000 from the General Fund to fund a portion of the restoration improvements to the entry feature for the Twin Bridges subdivision with the understanding that any insurance settlement received for damage to the entry features would be credited back to the General Fund.

On October 6, 2026, residents of the Twin Bridges approached the Council with a request to increase the city's portion of the funding for the project with an additional \$21,000 to cover a change order, relocation of an existing power meter and added contingency to cover possible future increases. Council indicated support for this request.

BACKGROUND:

The original construction of the Twin Bridges subdivision included an entry feature intended to give the appearance of a bridge across a wash. This amenity provided a unique feature that the residents in the subdivision seemed to appreciate. The bridge consisted of several brick columns on each side of the road, each with a light on top and with wrought iron fencing in between.

Over the years, lights were removed from all but the tallest of the column due to vandalism. With no HOA in the area, it was the City's responsibility to maintain it, but with this structure being atypical of normal subdivision entry monuments, city staff found it difficult to maintain. Last winter during a storm,

a portion of the fence was struck by a motorist and damaged. The eventual insurance payout for that damage was \$16,000.

Residents in the area came to the City to suggest a collaboration to restore the bridge feature to something more sustainable and more pleasing to the local residents. A plan was presented to city staff which staff felt would be acceptable. Residents solicited donations from homeowners in the area and have been able to raise \$67,000 through the Highland Foundation. Changes and unexpected costs during the project have resulted in increased costs. Residents are now asking the City to contribute the insurance money, along with an additional \$5,000 of contingency to fund the additional costs on the project.

FISCAL IMPACT:

Funding for the project will come from a fund balance transfer from the General Fund to the Parks Capital Fund to be spent out of 40-40-71 Major Park Constr/Repair. If approved, staff will prepare the item formally for a budget adjustment for FY27.

The Foundation has received all the donations and has or will pass them along to the City who then pays the contractor for the project.

MOTION:

I move that City Council approve funding a change order of up to \$21,000 for the restoration improvements to the entry feature for the Twin Bridges subdivision.

ATTACHMENTS:



CITY COUNCIL AGENDA REPORT

ITEM #4a

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
Max Gula, Code Compliance/Planner Tech
SPONSORED BY: Planning Commission
SUBJECT: Text Amendment - Building Height Regulations
TYPE: Development Code Update (Legislative)

PURPOSE:

The City Council will hold a public hearing to consider proposed amendments to the Development Code regarding how building height is measured.

STAFF RECOMMENDATION:

Staff recommends that the Council hold a public hearing, consider the request and any comments from the public, and decide whether to amend the Development Code.

PRIOR COUNCIL DIRECTION:

Council has not discussed building height in over 20 years.

BACKGROUND:

The Planning Commission requested staff to prepare options to amend the definition of building height and the regulations regarding how to measure building height to limit the amount of grading done to extend the building height beyond what is intended. Currently, building height measurements are conducted in 3 steps:

1. Begin at the highest point of finished grade of the ground (finished means the grade AFTER any excavation or filling that may be done on the lot) near the proposed building.
2. From that high point, start measuring the foundation, which can extend up to 24" above finished grade
3. Then, beginning at top of foundation, measure to the highest point of the structure (excluding chimneys and similar structures) up to the maximum allowed building height.

In other words, the maximum building height is measured from top of foundation to roof peak, not from grade to roof, and the height of the foundation can be adjusted through grading. This allows for alterations to the property that extend the total height of a building (finished grade, foundation, and structure) to well above the zone's specific allowed building height. After reviewing other municipalities' ordinances, reviewing the impact on development under the current code, and evaluating alternatives, the Planning Commission has proposed an either/or option for measuring building height:

- 1a. Measure from the average elevation of top back of curb along the front yard (or street or sidewalk where there is no curb).
- 1b. Measure from the lowest elevation of existing grade at the corners of the proposed building.

The reason there are two options to choose from is to accommodate both regular and irregular lot configurations. Much of Highland City's undeveloped parcels lie on irregular ground, where it is not flat and existing conditions may lead to irregular lot configurations. Developers and builders have the option to choose either of the options when deciding to build their home.

As a practical matter, while the ordinance does not modify the actual maximum building height limits in the various zones, the ordinance does reduce allowed building height in the City by requiring building height to be measured from existing grade, rather than from top of foundation at the high point of finished grade. The ordinance does this primarily by modifying the City's definition of "Grade of Building," which defines the point at which the City begins measuring building height, to be average curb elevation or lowest point of existing grade. It also adds a definition for "Existing Grade" as the grade existing on the property prior to excavation or filling and revises most zones' building height regulations to simplify them and point to the new definition.

Most zones—and therefore most newly constructed buildings within Highland City—are affected by this change. The only two zones that are not modified are Town Center zone and the Professional Office zone, both of which have zone-specific methods for measuring building height. If desired, these zones could be amended as well.

PLANNING COMMISSION ACTION

The Planning Commission held a duly noticed public hearing on these amendments on September 22, 2026. One public comment was received that stated concerns about sloped lots allowing structures to be effectively taller when utilizing the option to measure from top of curb and how that may negatively impact privacy as well as visual and neighborhood aesthetics.

The Commission discussed the proposed amendments, including the option to continue measuring building height from top of foundation, but limiting height of top of foundation to no more than 24" above average curb elevation or existing grade (rather than measuring building height directly from average curb elevation or existing grade). This would still eliminate the ability to regrade property to raise building height, but provide some continuity in Highland City's long-standing approach to building height measurements. The Commission also considered whether to measure from average existing grade or lowest existing grade at the proposed building.

Ultimately, the Planning Commission, after discussion, recommended the proposed attached ordinance, which measures building height directly from average curb elevation or lowest existing grade elevation at the building.

STAFF REVIEW

Staff has prepared the proposed amendments based on the direction from the Planning Commission, after consultation with the City's building official, and based on review of other cities' codes. State law allows cities only to require specific information in a building permit, which includes "topographic details, if the slope of the lot is greater than 10%," and "curb and gutter elevations as indicated in the subdivision documents." UCA 10-20-909. When subdivisions are developed, curb elevations are provided. So measuring from curb elevations can simplify the building height measurement process for staff and builders. And for unusual lots with custom homes, the builder still has the option of performing a more site-specific analysis for building height.

Staff believes that the proposed amendments should be straightforward to implement and better align with state law requirements and building code. Staff therefore supports the changes.

FISCAL IMPACT:

No anticipated fiscal impact.

MOTION:

I move that City Council [ADOPT | REJECT] the proposed ordinance amending the Development Code regarding building height.

[Council may specify changes to the proposed ordinance if desired.]

ATTACHMENTS:

1. Ordinance Amending Building Height Regulations (Rec by PC)

AN ORDINANCE AMENDING HIGHLAND CITY DEVELOPMENT CODE RELATED TO BUILDING HEIGHT

WHEREAS, Highland City is authorized to enact land use regulations that govern the use and development of property in accordance with State law;

WHEREAS, Highland City desires to amend its regulations regarding the methodology by which maximum allowed building height is measured;

WHEREAS, a duly noticed public hearing was held by the Planning Commission regarding the proposed amendments on September 22, 2026, after which hearing the Commission recommended adoption of certain amendments;

WHEREAS, the Highland City Council provided notice of and conducted a public hearing regarding the proposed amendments and to review the recommendation of the Planning Commission on October 20, 2026;

WHEREAS, the Highland City Council finds that this ordinance furthers the public welfare, is in the interest of the public, and does not negatively impact family health, stability, and formation.

NOW THEREFORE, BE IT ORDAINED by the Highland City Council as follows:

SECTION 1. The Highland Development Code is amended as shown in Exhibit A, attached hereto.

SECTION 2. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this ordinance and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.

SECTION 3. All ordinances and parts and provisions thereof in conflict with this ordinance are repealed to the extent of such conflict.

SECTION 4. This ordinance shall take effect immediately upon its adoption and publication, in accordance with law.

ADOPTED AND PASSED BY THE CITY COUNCIL OF HIGHLAND CITY, UTAH,
this 20th day of October, 2026.

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder

Exhibit A

[R-1-40] 3-4105 Height Of Buildings

1. The maximum ~~h~~Height of ~~any b~~Building in the R 1 40 Zone shall not exceed thirty-five (35) feet from. ~~The height is measured from one location along any elevation where~~ the “Grade of Building” (as defined in Chapter 10-102(23)) ~~to the highest part of the building is at its greatest vertical distance. On sloped lots where the grade difference exceeds four feet in elevation the averaged maximum “Height of Building” (as defined in 10-102(26)) in the R-1-40 Zone shall not exceed an average height of thirty-five (35) feet above grade of building as defined in Section 10-202(23).~~
- ~~1.2.~~ No building shall be constructed to less than the height of 10 feet or one story above ~~finished g~~Grade of Building.

[R-1-20] 3-4205 Height Of Buildings

1. The maximum ~~h~~Height of ~~any b~~Building in the R-1-20 Zone shall not exceed thirty-five (35) feet from. ~~The height is measured from one location along any elevation where~~ the “Grade of Building” (as defined in Chapter 10-102(23)) ~~to the highest part of the building is at its greatest vertical distance. On sloped lots where the grade difference exceeds four feet in elevation the averaged maximum “Height of Building” (as defined in 10-102(26)) in the R-1-20 Zone shall not exceed an average height of thirty-five (35) feet above grade of building as defined in Section 10-202(23).~~
- ~~1.2.~~ No building shall be constructed to less than the height of 10 feet or one story above ~~finished g~~Grade of Building.

[R-1-30] 3-4255 Height Of Buildings

1. The maximum ~~h~~Height of ~~any b~~Building in the R-1-30 Zone shall not exceed thirty-five (35) feet from. ~~The height is measured from one location along any elevation where~~ the “Grade of Building” (as defined in Chapter 10-102(23)) ~~to the highest part of the building is at its greatest vertical distance. On sloped lots where the grade difference exceeds four feet in elevation the averaged maximum “Height of Building” (as defined in 10-102(26)) in the R-1-30 Zone shall not exceed an average height of thirty-five (35) feet above grade of building as defined in Section 10-202(23).~~

- ~~1.2.~~ No building shall be constructed to less than the height of 10 feet or one story above ~~finished g~~Grade of Building.

[C-1] 3-4307 Building Height

1. The maximum height for all buildings shall not exceed thirty (30) feet, measured from ~~the Grade of Building~~natural grade, and no building shall be erected to a height less than ten (10) feet or one story above grade. ~~Where the ground or the top of the building is uneven in height, the average elevation thereof shall apply.~~ Maximum height shall include signs and parapets or any other projection from the building.

[CR] 3-4357 Building Height

1. The maximum ~~H~~height of for all bBuildings shall be forty-five (45) feet, measured from the ~~Grade of Building~~finished grade.
- ~~1.2.~~ ~~and n~~No building shall be erected to a height less than ten (10) feet or one story above ~~finished g~~Grade of Building.

[A-1] 3-4406 Height Of Buildings

1. The maximum ~~h~~HHeight of ~~any b~~Building in the A-1 Zone shall not exceed thirty-five (35) feet ~~from~~. ~~The height is measured from one location along any elevation where the~~ “Grade of Building” (as defined in ~~Chapter 10-102(23)~~) ~~to the highest part of the building is at its greatest vertical distance. On sloped lots where the grade difference exceeds four feet in elevation the averaged maximum~~ “Height of Building” (as defined in ~~10-102(26)~~) in the A-1 Zone shall not exceed thirty five (35) feet.
- ~~1.2.~~ No building shall be constructed to less than the height of 10 feet or one story above ~~finished g~~Grade of Building.

[R-P] 3-4507 Building Height

1. The maximum ~~H~~height of for all bBuildings shall not exceed thirty (30) feet; ~~measured from natural g the Grade of Building, and no building shall be erected to a height less than ten (10) feet or one story above grade. Where the ground or the top of the building is uneven in height, the average elevation thereof shall apply.~~ Maximum height shall include signs and parapets or any other projection from the building.

[SCALO] 3-4608 Building Height

1. The maximum ~~h~~Height of ~~any b~~Building in the Senior Care Assisted Living Overlay zone shall not exceed thirty-five (35) feet from. ~~The height is measured from one location along any elevation where the “Grade of Building” (as defined in Chapter 10-102(23)) to the highest part of the building is at its greatest vertical distance. On sloped lots where the grade difference exceeds four feet in elevation the averaged maximum “Height of Building” (as defined in 10-102(26)) in the Senior Care Assisted Living Overlay Zone shall not exceed thirty-five (35) feet consistent with Attachment “C”.~~
- 1.2. No building shall be constructed to less than the height of 10 feet or one story above ~~finished g~~Grade of Building.

[Town Center - UNCHANGED] 3-4713 Architectural Design

5. Building Height and Location. Buildings shall be defined by District. It is the intent of this zone to create separate unique districts with specific determined uses and environments appealing to both automotive and pedestrian scales. This will be accomplished by defining the street edge and incorporating pedestrian elements to the street and buildings. In addition, buildings shall be designed and located to address the street it is located adjacent to. These important elements are defined as follows:

- a. All buildings shall be set back a minimum of ten (10) feet from the nearest right-of-way; and
- b. All commercial buildings along Town Center Boulevard, Town Square Park East, Town Square Park West, Parkway East and Parkway West shall be located as close as reasonably possible to adjacent buildings with the preference of a zero lot line design concept except in areas designated as access for parking or pedestrians. Any area between buildings along the previously identified right-of-ways shall be developed as paseos (pedestrian access points between parking and building fronts) or plazas.
- c. All building structures above the ground floor shall be setback a minimum of eight (8) feet from the lower fronting vertical wall along Town Center Boulevard, Parkway East, Parkway West, Town Square East, and 10700 North.
 - i. For non-residential it is highly recommended and for residential uses it shall be required that the area above the ground floor within the setback shall be designed and engineered to be a functional balcony, courtyard, garden, outdoor patio, outdoor seating area, or similar that promotes private use and public interaction.
- d. Town Center Commercial Retail District.
 - i. Height. Height shall be measured from curb of the adjacent street to the highest point of a building which may be the top of the cornice or roof ridge. Buildings within the Town Center Commercial Retail District shall be a maximum of forty (40) feet tall as measured from the top of the curb on the closest adjacent public street.
 - ii. Upper floors. Upper floor uses shall not exceed two (2) stories for a total of three (3) stories.
- e. Town Center Flex Use District.

- i. Height. Height shall be measured from the foundation to the highest point of a building which may be the top of the cornice or roof ridge. Buildings within the Town Center Flex Use District shall be a maximum of fifty (50) feet in height as measured from the top of the curb on the closest adjacent public street.
 - ii. Upper floors. Upper floor uses shall not exceed two (2) stories for a total of three (3) stories.
 - (1) Above the ground floor, all buildings along Town Center Boulevard, Town Square Park East, 10700 North, Parkway East and Parkway West shall be setback horizontally a minimum of eight (8) feet from the lower fronting vertical wall.
 - iii. Balconies. Residential units above the ground floor along Town Center Boulevard, Town Square Park East, 10700 North, Parkway East and Parkway West shall be setback horizontally a minimum of eight (8) feet from the lower fronting vertical wall.
 - (1) The area above the ground floor within the setback shall be designed and engineered to be a functional balcony, courtyard, garden, outdoor patio, outdoor seating area, or similar that promotes private use and public interaction.
 - iv. Location. A significant majority of all building fronts and front doors within the Town Center Flex Use District shall be a maximum of ten (10) feet from an existing/planned right-of-way (not driveway or parking area). A building may be located a maximum of 20 feet from a rear property line if a structure has already been constructed along its adjacent right-of-way first, guaranteeing massing and pedestrian activity along the planned right-of-ways within the Town Center.
- f. Town Center Mixed Use Residential District.
- i. Height. Buildings within the Town Center Mixed Use Residential District shall be a maximum of fifty (50) feet in height as measured from the top of the curb on the closest adjacent public street to the highest point of a building which may be the top of the cornice or roof ridge.
 - ii. Upper floors. Upper floor uses shall not exceed two (2) stories for a total of three (3) stories.
 - (1) Above the ground floor, all buildings along Town Center Boulevard, Town Square Park East, 10700 North, Parkway East

and Parkway West shall be setback horizontally a minimum of eight (8) feet from the lower fronting vertical wall.

- iii. Balconies. Residential units above the ground floor along Town Center Boulevard, Town Square Park East, 10700 North, Parkway East and Parkway West shall be setback horizontally a minimum of eight (8) feet from the lower fronting vertical wall.

- (1) The area above the ground floor within the setback shall be designed and engineered to be a functional balcony, courtyard, garden, outdoor patio, outdoor seating area, or similar that promotes private use and public interaction.

- iv. Location. A significant majority of all building fronts and front doors within the Town Center Flex Use District shall be a maximum of ten (10) feet from an existing/planned right-of-way (not driveway or parking area). A building may be located a maximum of 30 feet from a rear property line if a structure has already been constructed along its adjacent right-of-way first, guaranteeing massing and pedestrian activity along the planned right-of-ways within the Town Center.

g. Town Center Civic District.

- i. Height. Buildings within the Town Center Civic District shall be a maximum of fifty (50) feet tall, as measured from the top of the curb of the adjacent street, to create a more substantial, prominent and aesthetically permanent structure consistent with adjacent structures within the Town Center.
- ii. Location. Any portion of all buildings within the Town Center Civic District shall be a maximum of fifteen (15) feet from a property line or fifteen (15) feet from an existing/planned right-of-way, whichever is closer.

[PO - UNCHANGED] 3-4907 Building Height

1. Except as required to comply with Subsection (2), the maximum height of any building in the Professional Office zone shall not exceed thirty-five (35) feet measured from the highest point on the top back of curb along the property's public street frontage. If a property has multiple frontages, height shall be measured from curb adjacent to the street with the greater vehicular use.
2. No building shall be constructed to a height of less than 15 feet from the point where finished grade is at its highest elevation and meets the foundation.
3. No building shall have more than one basement story.
4. Building height shall be measured to the highest part of the building, including parapets and other screening features, and HVAC and other mechanical equipment, but not including chimneys, church towers, and similar structures.
5. Buildings on property fronting the east side of Highland Boulevard between Timpanogos Highway and Sunflower Drive shall comply with the following:
 - a. Buildings shall not be constructed in excess of one story, regardless of any other provision, guideline, or regulation set forth in this Article.
 - b. Buildings may have a single basement level that is located entirely beneath the point where finished grade is at its highest elevation and meets the foundation.

[P-I] 3-4947 Building Height

1. The maximum ~~H~~height of ~~any b~~Building in the Public Institution Zone shall not exceed thirty-five (35) feet ~~from~~ ~~.-The height is measured from one location along any elevation where the~~ "Grade of Building" (as defined in ~~Chapter 10-102(23)) to the highest part of the building is at its greatest vertical distance. On sloped lots where the grade difference exceeds four feet in elevation the averaged maximum~~ "Height of Building" (as defined in ~~10-102(26)) in the Public Institution Zone shall not exceed thirty-five (35) feet.~~
2. No building shall be constructed to less than the height of 10 feet or one story above ~~finished g~~Grade of Building.
- 1.3. Maximum height shall include any portion of any object connected to the building or projecting from the building.

[P-U] 3-41007 Building Height

1. The maximum ~~h~~Height of ~~any b~~Building in the Public Utility Zone shall not exceed thirty-five (35) feet ~~from~~. ~~The height is measured from one location along any elevation where the~~ “Grade of Building” (as defined in Chapter 10-102(23)) ~~to the highest part of the building is at its greatest vertical distance. On sloped lots where the grade difference exceeds four feet in elevation the averaged maximum~~ “Height of Building” (as defined in 10-102(26)) in the Public Utility Zone shall not exceed thirty five (35) feet.
2. No building shall be constructed to less than the height of 10 feet or one story above ~~finished g~~Grade of Building.
- 1.3. Maximum height shall include any portion of any object connected to the building or projecting from the building.

10-102 Definitions

The following words, as used in this Title, shall have the meaning ascribed to them:

...

32. Existing Grade. The elevation of the ground surface as it exists prior to excavation or filling.

389. Grade of Building. Grade of building is either of the following:

- a. †The average elevation of the top back of curb along the front property line or if there is no curb, the average elevation of the higher of the sidewalk or road surface along the front property line;
- b. The lowest elevation of the existing grade of the property at all corners of all exterior walls of the proposed building.

~~top of the foundation at its closest point to finished grade where the grade of the lot is at its highest elevation. The bottom of the first finished floor may not exceed 24" above grade at the point where finished grade is at its highest elevation and meets the foundation. This point where grade is at its highest elevation and touches the foundation shall not exceed a vertical elevation exceeding a 12% positive slope from the top of the curb adjacent to the driveway approach at its highest elevation. A negative grade within ten (10) feet of the foundation is not permitted.~~

421. Height of Building. The largest vertical distance between the “Grade of Building” and the highest point of the building. ~~The greatest vertical distance on one side of a home between the foundation where the grade of the lot is at its highest elevation to the highest peak of any exposed roofline.~~

Structures including chimneys, church towers, and similar structures, are excluded in determining height.

[Renumber sections accordingly]



CITY COUNCIL AGENDA REPORT

ITEM #4b

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Jay Baughman, Assistant City Administrator
SPONSORED BY: KC Corbett
SUBJECT: Declare Certain Property Adjacent to 10153 N 6530 W as an Orphan Parcel
TYPE: General City Management

PURPOSE:

The City Council will consider declaring city-owned property adjacent to property owned by KC Corbett as an orphan parcel and directing staff to move forward with the sale of that property.

STAFF RECOMMENDATION:

Staff recommends approving the Resolution with the stipulations outlined in this report. If approved, staff would work with the applicant to prepare the parcel for sale and follow all state and local ordinances regarding the sale of City property.

PRIOR COUNCIL DIRECTION:

At the February 3, 2026 City Council Meeting, the City Council approved Resolution R-2026-07, which updated the method by which the City calculated the value of orphan parcels of land and reiterated its policies and guidelines for the disposal of surplus real public property owned by the City. The square footage amount set for 2026 is \$5.72.

At the March 24, 2026 City Council Meeting, the City Council reviewed a draft Open Space Sale Application developed and presented by staff. The application, as an administrative tool to process requests for land purchases, was supported by Council. Staff transposed the application to its online Civic Review platform, where other similar land-use applications are processed. At this time, the link to the application is shared upon request by Community Development and Planning staff so that we are able to speak with and discuss the suitability of a request for purchase with the applicant.

BACKGROUND:

Resolution R-2026-07 gives the following stipulations regarding the sale of real public property owned by the City:

1. The City Council declares that is the policy of Highland City to review and potentially surplus and dispose of real public property owned by the City without the procedures required for significant parcels of real estate, when the property meets the following non-exclusive criteria:
 - a. Property should not be disposed of if it is part of a trail corridor, meaning the normal width of the trail and any required buffer areas, unless the Council determines the trail is not used and does not have infrastructure in the ground below;

- b. Property should not be disposed of if it adds to the open space feel of an open space neighborhood;
- c. Property should not be disposed of if there are potential future City needs for the property;
- d. Property should not be disposed of if the transfer of property would result in an increase of irrigable acreage that would unduly strain or burden the City's pressurized irrigation system;
- e. Property should not be disposed of if the transfer of property would result in the creation of orphan parcels;
- f. If property adjacent to a trail is disposed of, the City must be able to maintain ownership of the trail with a five foot buffer on both sides of the trail;
- g. Property to be disposed of should otherwise have issues regarding access, connectivity, usability, and/or location that render the parcels unsuitable for City purposes.
- h. The City Council shall designate by separate resolution those specific properties that are surplus orphan parcels that may be sold in accordance with this resolution and policy.

Summary of the Request

Corbett, KC - 10153 N 6530 W, Highland, UT 84003

Applicant Request Overview Summary

I own the home at 10153 N 6530 W, Lot 5 in The Hollow, parcel 68:014:0005. My rear property line runs about 157 feet along the City's open-space/trail corridor, parcel 55:503:0073.

I'd love to purchase the unused strip of City property directly behind my lot, ideally about 10 to 15 feet deep, or whatever amount the City can sell while keeping the full trail, utility access, and any needed easements in place.

Right now it is overgrown and hard for the City to maintain, collecting weeds and debris behind the fences. It does not seem to serve much purpose for the City in its current condition.

If I'm able to buy it, the City keeps any utility access it needs. Owning it outright would put the land on the tax rolls and take it off the City's books for good, rather than being something the City has to keep owning and managing.

This seems similar to what the City already allowed for the Wimbledon owners across the corridor, who purchased similar strips behind their lots. It wouldn't shrink the actual useable trail itself, and it wouldn't create an orphan parcel. I'm flexible on the exact width and terms, so just let me know what you think.



Staff Review of Application

- **Public Works:** Reviewed – No comments.
- **Community Development:** Reviewed – Original trail corridor was 40' wide. Existing trail appears to be ~6'-7', rather than full 10' standard trail. Approximately 10' of City property west of the trail was sold previously, leaving 5' buffer from edge of existing trail. Overall, 20' trail corridor should be kept in City ownership for the City to have sufficient area to access and do maintenance work on the asphalt trail, including potential future widening to current 10' trail standard. This means approximately 10' of property east of trail could be sold, so long as City keeps 20' trail corridor. This also treats properties on each side of the trail equitably (each eligible to purchase ~10' of city property from the original 40' corridor). Given previous history of selling portion of corridor, I do not see reason to deny request. Buyer should pay PI impact fees for area sold, as it was not previously irrigated.
- **Engineering:** Reviewed – No comments.

Staff Review of Sale Possibility

Staff believe that the purchase request satisfies the criteria for approval, so long as a 20' trail corridor and 5' buffer from the trail is maintained. There is no infrastructure underneath it, the sale would not take away from the open space feel of the neighborhood, and there are no known future city needs with the property. Selling the parcel would not create additional orphan parcels, nor create access issues for the City. As the property was not originally intended to be watered, there is an unplanned impact to the PI system. As such, staff is recommending that the applicant be charged PI impact fees as a part of the purchase.

Staff Recommendations & Stipulations

- Staff recommends approval of the application for the sale of property.
- A 20' trail corridor and 5' buffer from the trail must be maintained.
- The applicant shall pay all applicable pressurized irrigation (PI) impact fees relative to the additional property.
- The applicant shall be responsible for all transaction-related costs, including but not limited to land surveying and closing fees required to prepare the parcel for sale, consistent with historical City practice.

FISCAL IMPACT:

A very approximate measurement of the property the applicant is requesting to purchase is estimated at 1,700 square feet. Based on the 2026 open space sale amount set by the City Council, the estimated cost of the property sale (revenue to the City) would be approximately \$9,724. The cost for pressurized irrigation impact fees is estimated at \$867. A survey would ultimately determine the square footage, purchase price, and PI impact fee. Unless directed otherwise, all costs the City directly incurs for the potential sale would be borne by the applicant with the purchase.

MOTION:

I move that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by KC Corbett as an orphan parcel and direct staff to move forward with the sale of that property to KC Corbett.

ATTACHMENTS:

1. Corbett - Purchase Request Narrative
2. Resolution Declaring Property as Orphan Open Space

Purchase Request — Open Space Behind 10153 N 6530 W (Lot 5, The Hollow)

Kristopher (KC) Corbett · kccorbett4@gmail.com · 626-419-2753

City open-space parcel requested: 55:503:0073 · My lot: 68:014:0005

I own the home at 10153 N 6530 W, Lot 5 in The Hollow, parcel 68:014:0005. My rear property line runs about 157 feet along the City's open-space/trail corridor, parcel 55:503:0073.

I'd love to purchase the unused strip of City property directly behind my lot, ideally about 10 to 15 feet deep, or whatever amount the City can sell while keeping the full trail, utility access, and any needed easements in place.

Right now it is overgrown and hard for the City to maintain, collecting weeds and debris behind the fences. It does not seem to serve much purpose for the City in its current condition.

If I'm able to buy it, the City keeps any utility access it needs. Owning it outright would put the land on the tax rolls and take it off the City's books for good, rather than being something the City has to keep owning and managing.

This seems similar to what the City already allowed for the Wimbledon owners across the corridor, who purchased similar strips behind their lots. It wouldn't shrink the actual useable trail itself, and it wouldn't create an orphan parcel. I'm flexible on the exact width and terms, so just let me know what you think.

**A RESOLUTION OF THE HIGHLAND CITY COUNCIL, HIGHLAND CITY, UTAH
DECLARING CERTAIN PROPERTY AS A SURPLUS ORPHAN PARCEL**

WHEREAS, Highland City has adopted a policy outlining the sale of orphan properties suitable for sale and allowing interested buyers to complete an Open Space Sale application to seek approval of the sale of an orphan property; and

WHEREAS, the Highland City Council has reviewed the Open Space Sale application and determined that the property in question meets the criteria for sale of orphan parcels; and

WHEREAS, the Council believes that it is in the best interest of the City to approve the sale of the property in question.

NOW THEREFORE, BE IT RESOLVED by the Highland City Council as follows:

1. The City-owned property adjacent to 10153 N 6530 W and illustrated in the attached application ("Property") be declared as a surplus orphan parcel eligible for sale subject to:
 - a. A 20' trail corridor and 5' buffer from the trail must be maintained.
 - b. The applicant pays the pressurized irrigation impact fees relative to the additional property.
2. Staff is directed to prepare the Property for sale as required by Municipal Code and Utah State code, including posting notice on the property, soliciting a property survey, and preparing sale documents and a contract.
3. The Buyer shall pay all closing and surveying costs associated with the sale.
4. This resolution and the offer to sell the property at the current rate shall be in effect for one year from the effective date of the resolution.
5. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this resolution and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.
6. This resolution shall take effect on October 20, 2026.

PASSED and ADOPTED by Highland City Council this 20th day of October, 2026

HIGHLAND CITY, UTAH

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder



CITY COUNCIL AGENDA REPORT

ITEM #4c

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Jay Baughman, Assistant City Administrator
SPONSORED BY: Morgan Manning
SUBJECT: Declare Certain Property Adjacent to 5706 W 9970 N as an Orphan Parcel
TYPE: General City Management

PURPOSE:

The City Council will consider declaring city-owned property adjacent to property owned by Morgan Manning as an orphan parcel and directing staff to move forward with the sale of that property.

STAFF RECOMMENDATION:

Staff recommends approving the Resolution with the stipulations outlined in this report. If approved, staff would work with the applicant to prepare the parcel for sale and follow all state and local ordinances regarding the sale of City property.

PRIOR COUNCIL DIRECTION:

At the February 3, 2026 City Council Meeting, the City Council approved Resolution R-2026-07, which updated the method by which the City calculated the value of orphan parcels of land and reiterated its policies and guidelines for the disposal of surplus real public property owned by the City. The square footage amount set for 2026 is \$5.72.

At the March 24, 2026 City Council Meeting, the City Council reviewed a draft Open Space Sale Application developed and presented by staff. The application, as an administrative tool to process requests for land purchases, was supported by Council. Staff transposed the application to its online Civic Review platform, where other similar land-use applications are processed. At this time, the link to the application is shared upon request by Community Development and Planning staff so that we are able to speak with and discuss the suitability of a request for purchase with the applicant.

BACKGROUND:

Resolution R-2026-07 gives the following stipulations regarding the sale of real public property owned by the City:

1. The City Council declares that is the policy of Highland City to review and potentially surplus and dispose of real public property owned by the City without the procedures required for significant parcels of real estate, when the property meets the following non-exclusive criteria:
 - a. Property should not be disposed of if it is part of a trail corridor, meaning the normal width of the trail and any required buffer areas, unless the Council determines the trail is not used and does not have infrastructure in the ground below;

- b. Property should not be disposed of if it adds to the open space feel of an open space neighborhood;
- c. Property should not be disposed of if there are potential future City needs for the property;
- d. Property should not be disposed of if the transfer of property would result in an increase of irrigable acreage that would unduly strain or burden the City's pressurized irrigation system;
- e. Property should not be disposed of if the transfer of property would result in the creation of orphan parcels;
- f. If property adjacent to a trail is disposed of, the City must be able to maintain ownership of the trail with a five foot buffer on both sides of the trail;
- g. Property to be disposed of should otherwise have issues regarding access, connectivity, usability, and/or location that render the parcels unsuitable for City purposes.
- h. The City Council shall designate by separate resolution those specific properties that are surplus orphan parcels that may be sold in accordance with this resolution and policy.

Summary of the Request

Manning, Morgan - 5706 W 9970 N, Highland, UT 84003

Staff Summary of Applicant's Request

Morgan Manning, a Windsor Meadows resident of 16 years, asks to purchase a portion of an orphaned city-owned parcel (55:510:0234) next to his home and the neighborhood trail. The parcel is 45.56 feet wide, and he wants only the roughly 25-foot strip closest to his property, running back to the trail. The City would keep more than 20 feet of open space along the trail, which he says preserves the open feel and matches other parts of the trail system. He points out that the City recently sold similar parcels to neighboring homeowners in the same neighborhood, and he argues that he should get the same opportunity and that the City shouldn't favor some residents over others.

He argues that he is already maintaining the land and that the City lacks the resources to do so. The previous owner landscaped it, and he has watered it through his own sprinkler system, mowed, edged, and fertilized it for 16 years, while the City has no irrigation there. He says other City-owned land along the trail is full of weeds, goat heads that puncture bike tires, dumped clippings and debris, and broken sprinkler lines, and he includes photos, along with photos of the already-sold parcels, which he says look well kept. He adds that the parcel is too small for the City to use and that it drives up his water use, which led the City to notify him that he had used 141% of his allotted irrigation water. He closes by saying that selling to him and other interested neighbors would improve the trail and the city's appearance.



Staff Review of Application

- **Public Works:** Reviewed – Highland City does have sprinkler lines in this parcel. In order to sell this parcel the homeowner would need to properly disconnect from the City sprinkler system and have it inspected by a parks employee before finalizing sale. Part of the existing park strip is also connected to the City sprinkler system and would need to be removed and hooked up to the home's system.
- **Community Development:** Reviewed – I do not see a need for the City to own the property so long as 20' trail corridor is maintained. Concern: Plat note indicates open space was limited to use by Windsor Park HOA. Open space is owned by City, is not HOA common area, and I could not find CC&Rs. However, given the plat note, I am concerned there is a claim that the property is common area that is subject to additional restrictions. The buyer should purchase title insurance to protect the City from potential title issue.
- **Engineering:** Reviewed – No comments.

Staff Review of Sale Possibility

Staff believe that the purchase request satisfies the criteria for approval, so long as a 20' trail corridor and 5' buffer from the trail is maintained. The sale would not take away from the general open space feel of the neighborhood, and there are no known future city needs and the property. Selling the parcel would not create additional orphan parcels, nor create access issues for the City. There are city irrigation lines underneath the large parcel to the west of the applicant's property and the park strip to the south, so the irrigation line for both of those areas would need to be turned over to the applicant. Currently, the areas are watered with the City's water supply, but the zones are managed by the applicant's irrigation timer.

Staff Recommendations & Stipulations

- Staff recommends approval of the application for the sale of property.

- Due to the HOA common area concern, the City Attorney is requiring the applicant to purchase title insurance.
- The applicant will need to have a licensed contractor work with City Parks staff to cap off the City's irrigation lines in the new area the part strip to the south and then connect to their own system.
- The applicant shall be responsible for all transaction-related costs, including but not limited to land surveying and closing fees required to prepare the parcel for sale, consistent with historical City practice.

FISCAL IMPACT:

A very approximate measurement of the property the applicant is requesting to purchase is estimated at 3,500 square feet. Based on the 2026 open space sale amount set by the City Council of \$5.72, the estimated cost of the property sale (revenue to the City) would be approximately \$20,020.

MOTION:

I move that the City Council approve the attached Resolution declaring city-owned property adjacent to the property owned by Morgan Manning as an orphan parcel and direct staff to move forward with the sale of that property to Morgan Manning.

ATTACHMENTS:

1. Manning- Purchase Request-Redacted
2. Resolution Declaring Property as Orphan Open Space

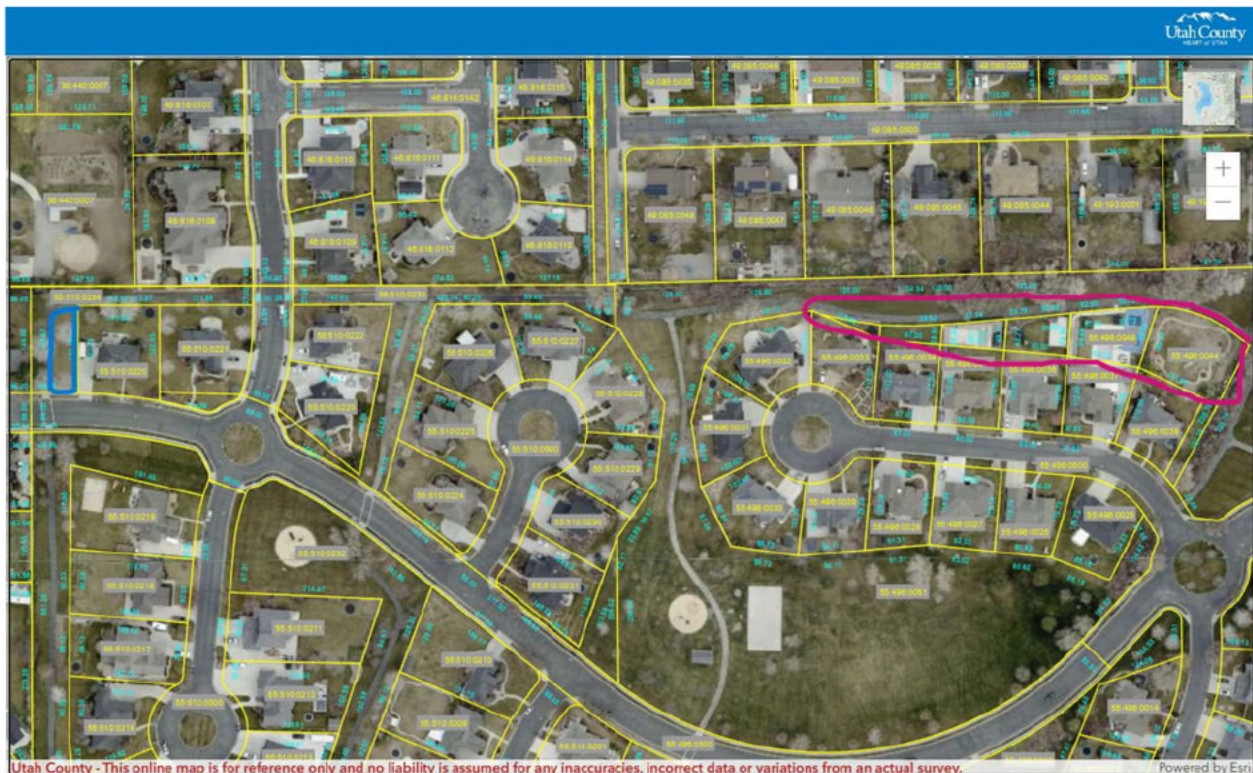
The image below shows evidence that homes in my same neighborhood were given the right to purchase property from Highland City in the same neighborhood in the recent past so they could take care of it and prevent it from being unkept. We as owners would like the same opportunity.

Windsor Meadows-Recently Already Sold Property Image.

In the image below:

Highlighted and circled in RED is the fairly recently purchased property from Highland City which was sold to the adjacent homeowners next to the trail and the open space.

Highlighted and circled in BLUE is the property owned by Highland city adjacent to my property that we want to purchase, much like what Highland City previously allowed said homeowners to purchase.



25 years ago, Highland City allowed the original owner of my home and the other homes in the neighborhood the ability to landscape and beautify the land next to the trail and next to their home so it wouldn't be unkept (which some chose to do). Also, for the

last 16 years since we have lived here, we have completely taken care of the property next to us keeping it at the stage it is and not letting it become a weed patch and a burden on the city that *does not* have the resources to take care of the property as seen in the photos of this neighborhood around the trail in the images below. We have watered it through our sprinkler system (the city does not have a sprinkler system on the parcel), mowed, edged, and fertilized it for the entirety of our ownership of the house and conjoining land.

Images below show the trail in its unkept state due to the lack of resources the city has to maintain it.





General dumping ground which makes the trail very undesirable to walk on.



These green weeds are the hated goat heads (pokers) that pop bicycle tires constantly.



The homeowners of one of the properties next to the trail dug up dirt and rocks from the property behind the fence and improperly felt it justifiable to use the city and trail land to be a dumping ground. Broken sprinkler lines that have been there all summer are still there. Again, proof that the city just does not have resources to maintain the land the way it needs to be to beautify the neighborhood.

If you were to walk the trail that surrounds our neighborhood, you would find that the land bordering the trail that is owned by the city is in essence a nuisance and a weed patch. The look of it is an eyesore and it becomes a dumping ground for grass clippings, tree branches, and goat head sticker weeds that pop kids' bike tires constantly. I would venture to say that if you did a poll in this neighborhood, you would find that each home has multiple bikes at their property that currently have popped tires because they are sick of fixing them due to the trail. This is frustrating because parents would much rather their children be able to ride on the trail instead of the road due to the danger surrounding cars. And all of this is because the city does not have the resources to maintain the property close to the trail. This land near me is an orphaned parcel meant for "open space" that the city will not use, and could never do anything on as it is a small portion of land. Without us maintaining it, it would look just like the other unnatural "open spaces" shown in the images from above.

Fortunately, the previous homeowner did spend the money to fully landscape the property to the west of us. That means the only way that the property stays well-kept is

because of the sprinkler system that is irrigated by me and is tied to my system. Me turning those areas off and not watering them would kill the grass and trees on the property and create an uproar within the neighborhood by creating another weed patch. The city does not have the sprinkler system in place to keep the property up; and based on the photo evidence above (walking around the whole trail in our neighborhood) the city also does not have the ability to take care of it and a// of the other properties throughout the area and specifically this trail. Allowing me to purchase the parcel would allow me to take care of it and beautify it even more, just like those that Highland City already sold city property to and who were able to truly make their trail area better.

Another problem that has recently come up is me getting a flyer on my door from Highland city saying that we have used 141% of my allotted irrigation water. That city property greatly contributes to that issue and I would venture to say is the biggest culprit of water usage as it is exposed to the sun the most and this uses more water to keep from dying. Purchasing the property is my desire and priority; and not just to maintain a property that isn't mine. I believe Highland City should allow me to purchase this small portion, just like Highland City allowed my neighbors to do so already. The City, as a community, shouldn't favor one group of residents over another in this desire to do this.

Below are a couple of images of what the property that was purchased looks like. It looks well done and beautiful. They truly make the trail and space a delight to walk on.



Bottom line, I write this with the main purpose of purchasing the small city owned orphaned property adjacent to my property and the trail and feel that we should be given the same right as others have had in our neighborhood to do so. I believe, just by how the vast majority of the land next to the trail looks (which is not in its natural state but a state of weeds and disarray) that the city does not have the priority of desire or resources to take care of it. It has been that way for the last 16 years that I have lived there and since the subdivision was built. Allowing me specifically, and others that have mentioned it recently, to purchase the land only improves the look of the Highland City that we love; and at the very least, our neighborhood and the trail (which is where all of the city residents that use it, even all of those outside of our neighborhood, can really see what that trail and Highland City is all about: a well maintained and taken care of place that everyone enjoys to live in and be a part of). A place where people can ride their bikes and not be afraid to pop a tire, a place where people can see a beautified trail and thus a beautiful city and neighborhood. Not a place where we have to put up with how unkept and messy it looks.

Thanks so much for this opportunity to purchase and beautify this land and to continue to make our Highland City the best place in Utah County to live.

Morgan Manning



**A RESOLUTION OF THE HIGHLAND CITY COUNCIL, HIGHLAND CITY, UTAH
DECLARING CERTAIN PROPERTY AS A SURPLUS ORPHAN PARCEL**

WHEREAS, Highland City has adopted a policy outlining the sale of orphan properties suitable for sale and allowing interested buyers to complete an Open Space Sale application to seek approval of the sale of an orphan property; and

WHEREAS, the Highland City Council has reviewed the Open Space Sale application and determined that the property in question meets the criteria for sale of orphan parcels; and

WHEREAS, the Council believes that it is in the best interest of the City to approve the sale of the property in question.

NOW THEREFORE, BE IT RESOLVED by the Highland City Council as follows:

1. The City-owned property adjacent to 5706 W 9970 N and illustrated in the attached application (“Property”) be declared as a surplus orphan parcel eligible for sale subject to:
 - a. The applicant must purchase title insurance.
 - b. The applicant will need to have a licensed contractor work with City Parks staff to cap off the City’s irrigation lines in the new area the part strip to the south and then connect to their own system.
2. Staff is directed to prepare the Property for sale as required by Municipal Code and Utah State code, including posting notice on the property, soliciting a property survey, and preparing sale documents and a contract.
3. The Buyer shall pay all closing and surveying costs associated with the sale.
4. This resolution and the offer to sell the property at the current rate shall be in effect for one year from the effective date of the resolution.
5. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this resolution and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.
6. This resolution shall take effect on October 20, 2026.

PASSED and ADOPTED by Highland City Council this 20th day of October 2026

HIGHLAND CITY, UTAH

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder



CITY COUNCIL AGENDA REPORT

ITEM #4d

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Chris Trusty, City Engineer/Public Works Director
SPONSORED BY: City Staff
SUBJECT: Highland City Drainline Relocation Bid Award
TYPE: General City Management

PURPOSE:

The City Council will consider a bid award with Hadco Construction to relocate a drain line from the Beacon Hills water tank.

STAFF RECOMMENDATION:

Staff recommends approving a bid award to Hadco Construction for the relocation of the Beacon Hills tank drain line in the amount of \$96,683.95 which includes a 10% contingency.

PRIOR COUNCIL DIRECTION:

No prior Council direction.

BACKGROUND:

Currently, the overflow for the Beacon Hills upper culinary water tank flows into the Hogs Hollow drainage. City staff recommend that this drain line be rerouted to drain into the upper irrigation pond so that if the tank does overflow, water would be collected in the storage pond where it could be used to supplement the city's irrigation water supply instead of lost down the open ditch. The reroute is also a part of the draft contract stipulations with the developers of the Ridges at Alpine subdivision. Staff anticipates the full contract coming to Council for approval November 10. Due to construction timelines with winter coming, this piece is coming to Council for approval now.

The City received the following bids for this project:

- Hadco Construction: \$87,894.50
- KW Robinson: \$117,642.82
- Baker Construction: \$153,277.00

Staff recommendation is to award the bid to the low bidder, Hadco Construction in the amount of up to \$96,683.95 which includes a 10% contingency.

FISCAL IMPACT:

The cost of this project is \$96,683.95 which would be taken from the PI fund as it is a benefit to the PI

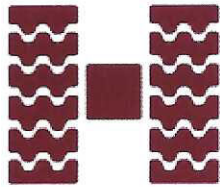
system. Funding for this expense was not included in the FY27 budget under GL#53-40-60 Capital Expenses/ Projects. As this expenditure was not included in the budget, it will need to be funded by the PI fund balance and will be included as part of the mid-year budget adjustments, unless otherwise directed by the Council. This expense would still allow the PI fund balance to maintain more than the recommended 360 days of cash on hand.

MOTION:

I move that City Council approve a bid award to Hadco Construction for the relocation of the Beacon Hills tank drain line in the amount of up to \$96,683.95

ATTACHMENTS:

1. Hadco Bid
2. 600k Tank Overflow Realignment - DRAFT 12-22-25



HADCO[®]
CONSTRUCTION
EST. 1989

1850 N 1450 W P.O. BOX 437
Lehi, UT 84043

office 801-766-7611
fax 801-766-7604

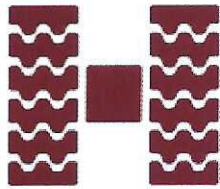
To:	12 Horse Ranch Group	Contact:	Jim Allred
Address:	SLC, UT	Phone:	
		Fax:	
Project Name:	Alpine Peaks Subdivision - Tank Overflow Line	Bid Number:	
Project Location:	15900 South 2800 East, Draper, UT	Bid Date:	1/27/2026

Hadco Construction cordially offers the following proposal.

Line #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
ALTERNATE - Tank Overflow Line					
1	12" PVC Culinary Water W/ Fittings*	618.00	LF	\$100.25	\$61,954.50
2	Goosenecks	2.00	EACH	\$12,970.00	\$25,940.00
Total Price for above ALTERNATE - Tank Overflow Line Items:					\$87,894.50

Notes:

- Proposal includes bid items specifically listed above with quantities and pricing. Estimated quantities without pricing are excluded from this proposal.
- **Prices are valid for 60 days from date of proposal.**
- **Material pricing is valid for 10 days from the date of proposal due to global supply chain disruptions, delays and raw material price increases.**
- **Material lead times range from 8-14 weeks depending on the material.**
- **Escalation for PVC, HDPE, ADS:** Due to the volatile nature of raw material supplies and the energy and transportation markets required for the production and delivery of these products, suppliers do not guarantee firm material pricing. It is Hadco's aim to maintain the quoted pricing. In the event supplier prices increase, Hadco reserves the right to adjust pricing based on pricing issued at the time of material shipment.
- **Escalation for Concrete:** Pricing for concrete is based on the Concrete Subcontractor's ability to purchase concrete at the quoted price. Any increase in material pricing, including freight and taxes, above the proposed amount will be billed to and paid for by the Client/Owner.
- **Escalation for Asphalt:** Pricing for asphalt paving is based on the Asphalt Paving Subcontractor's ability to purchase the required materials, including liquid asphalt oil, at the quoted price. **The quoted price for liquid asphalt oil (PG 64-22 or PG 58-28), at the date of this proposal, is \$640.00 per ton.** Any increase in material pricing, including freight and taxes, will be billed to and paid for by the Client/Owner.
- **Fuel Escalation/Surcharge:** Fuel pricing included in this proposal is based on the **Rocky Mountain Fuel Index Dated [ENTER CURRENT DATE HERE]**. If fuel prices increase, each billing will include a 3% fuel surcharge for each \$.01 increase beyond the established baseline.
- Proposal based on plans set dated **[ENTER DATE PLAN SET ISSUED]**.
- Proposal pricing is preliminary based on preliminary plans. Pricing subject to change upon review of plans approved for construction.
- Proposal subject to change upon review of the geotechnical report.
- Proposal includes only items specifically included in line item pricing.
- Amount paid to be based on actual quantities installed.
- Imported aggregate, soil and material will be billed by truck delivery tickets and/or pit scale weight tickets.
- Proposal excludes bonding.
- Proposal excludes municipal connection fees and impact fees.
- Proposal excludes engineering and surveying.
- Proposal excludes placement and installation of survey monuments.
- Proposal excludes testing and inspection for material, compaction, concrete and asphalt.
- Proposal excludes SWPPP documentation. Proposal excludes maintenance of SWPPP BMPs (best management practices) installed by Hadco once Hadco has demobilized from the jobsite. Proposal excludes maintenance of BMPs installed by others.
- Proposal includes street sweeping during earthwork and underground utility work included herein. Street sweeping is excluded once Hadco has demobilized from the jobsite.
- Proposal excludes demolition and disposal of existing homes and structures.
- Proposal excludes tree removal and disposal.
- Proposal excludes dewatering.
- Proposal excludes latent conditions, soft and unsuitable soil remediation, buried and hidden object excavation and disposal.
- Proposal excludes rock excavation beyond standard machine capability.
- Proposal includes grading within the right-of-way from the back of the public utility easement. Lot grading is excluded.
- Proposal excludes cleanouts for sanitary sewer laterals.
- Proposal includes underground utilities piping to five feet of building perimeter.
- Proposal excludes fire department connections at building perimeter.
- Proposal excludes roof drain connections at building perimeter.
- Pricing to trench conduit & dry utility crossings are estimated values. Plans are required to provide final pricing for conduit trenching.



HADCO[®]
CONSTRUCTION
EST. 1989

1850 N 1450 W P.O. BOX 437
Lehi, UT 84043

office 801-766-7611
fax 801-766-7604

To: 12 Horse Ranch Group	Contact: Jim Allred
Address: SLC, UT	Phone:
	Fax:
Project Name: Alpine Peaks Subdivision - Tank Overflow Line	Bid Number:
Project Location: 15900 South 2800 East, Draper, UT	Bid Date: 1/27/2026

- Proposal excludes electrical, street lighting, telecommunications, natural gas work and trench spoils.
- Proposal excludes landscaping including restoration of existing disturbed landscaping and imported topsoil.
- Proposal excludes retaining walls, retaining wall excavation, backfill and trench spoils.
- Proposal excludes grading and preparation for crane pads and temporary access roads.
- Proposal excludes grading, preparation and demolition of tilt-up building waste and casting slabs.
- Proposal includes access to interior building concrete slabs with rubber tire equipment to backfill tilt-up pour back strip.
- Proposal excludes stabilization geotextile fabric, pond liner, vapor barrier, waterproofing, drain board and insulation.
- Proposal excludes provisions for ground heaters, blanketing and cold weather concrete placement (e.g. 7 bag mix, hot water admixture, etc.).
If required, pricing will be provided for cold weather conditions prior to proceeding with the work.
- Proposal excludes concrete sitework including curb and gutter, sidewalk, waterways and utility collars.
- Proposal excludes asphalt paving, patching, milling and overlay.
- Proposal excludes bollards, traffic signage, pavement marking and striping.

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.

Buyer: _____

Signature: _____

Date of Acceptance: _____

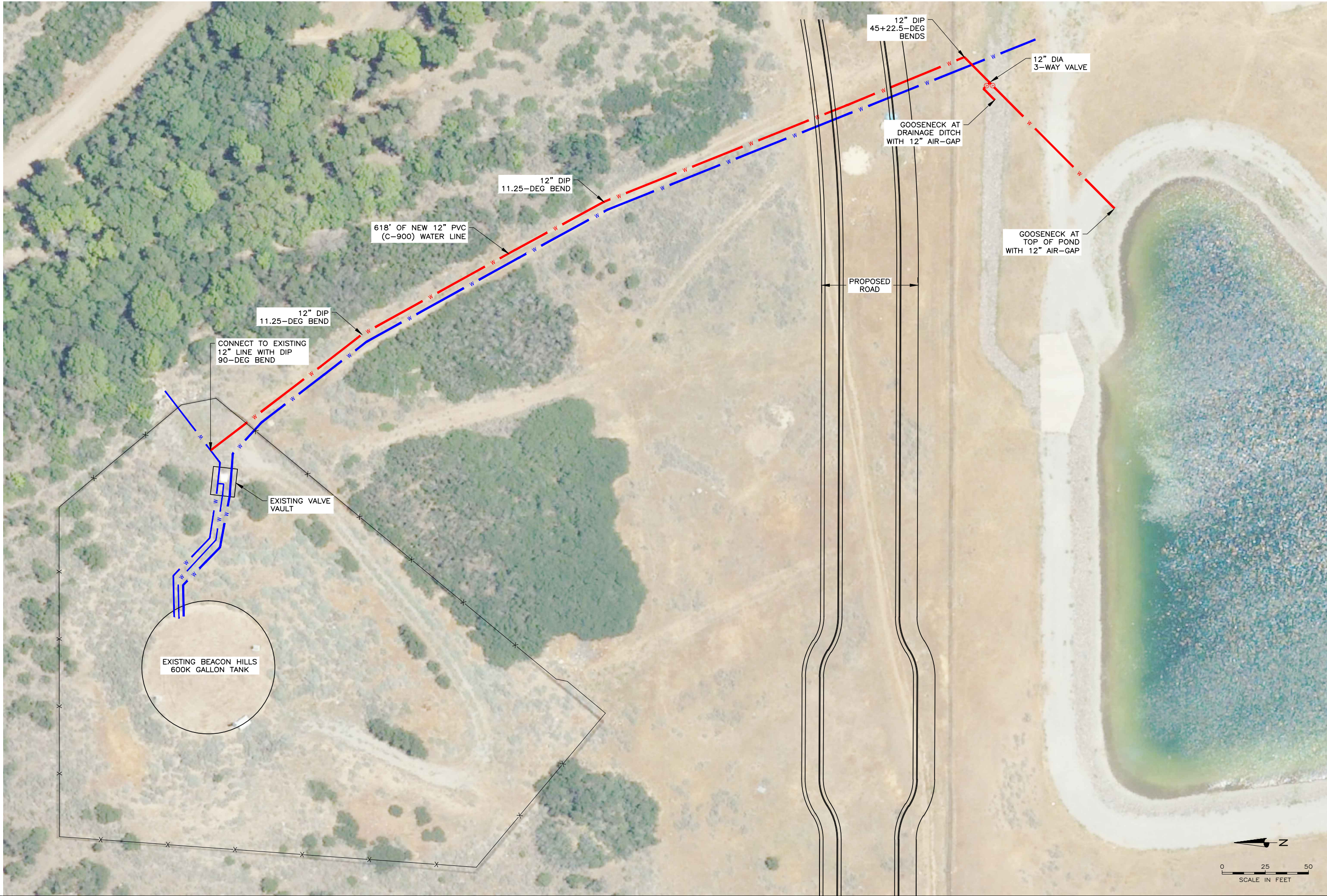
CONFIRMED:

HADCO CONSTRUCTION LLC

Authorized Signature: _____

Estimator: Cody Mathews
(801) 420-4724 CMathews@HadcoConstruction.com

FILE NAME: USERS\BRADY\DROPBOX\HIGHLAND CITY\2025 MISC\BEACON HILLS 600K TANK OF LINE\600K TANK OVERFLOW LINE.DWG
FILE DATE: 12/22/2025 17:13:56 (JEB)



BT ENGINEERING

FOR:
HIGHLAND CITY
5400 W CIVIC CENTER DR
HIGHLAND, UT 84003

CONTACT:
CHRIS TRUSTY
801-772-4508

HIGHLAND CITY
BEACON HILLS 600K TANK
OVERFLOW REALIGNMENT

PROJECT NO.:
-
DATE:
DECEMBER 2025

DRAWN BY:
JB
CHECKED BY:
TT

PROJECT MANAGER:
T. TIMOTHY

PROGRESS
PRINT
12.22.2025
DATE
Not to be used
for construction.

NO.	DATE	REVISION	BY

1

Page 46 of 65



CITY COUNCIL AGENDA REPORT

ITEM #5a

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Rob Patterson, City Attorney/Planning & Zoning Administrator
SPONSORED BY: City Council
SUBJECT: Code Update on Right of Way Permit Requirements
TYPE: Municipal Code Update (Legislative)

PURPOSE:

The City Council will consider proposed amendments to the City right-of-way permit regulations to require notice be provided to properties affected by proposed work.

STAFF RECOMMENDATION:

Staff recommends the City Council adopt the proposed amendments.

PRIOR COUNCIL DIRECTION:

On September 15, 2026, the City Council discussed whether to require people and companies that do work within the City's right-of-way (utilities, telecom, etc.) to notify adjacent residents prior to beginning work. The Council indicated support for the changes.

BACKGROUND:

The City requires any non-City person or entity to first obtain a right-of-way permit prior to doing any work within the right-of-way. Often, these permits are obtained weeks or months in advance of the work beginning. So, while the City knows that a construction project will be done soon, the City often does not know exactly when work will begin. Further, the City's regulations do not require notice to affected residents prior to work. Some companies will voluntarily make efforts to notify residents, but it is done entirely without City oversight. And at times, there is no notice to residents prior to work beginning.

The proposed ordinance changes this by requiring a written notice be provided to affected properties no earlier than 7 days and no later than 3 days before work begins. The notice can be by mail, door hanger, or another method approved by the public works director. Staff recommended the 3-7 day timeline in order to ensure notice was given close enough to the work beginning that people had time to prepare, but not so far away that people forgot something was about to happen. The notice must have contact information for the individual or company doing the work. The amendments also allow the City to issue stop work orders if notice was not given prior to work commencing.

The properties that will receive the notice are:

1. Properties fronting on the public way in which work is being done;
2. Properties in which any work is being done, including within a PUE/MUE on private property
3. Properties whose sole street access is being impacted by the work

Staff's goal with this list is to ensure that those directly affected by the work receive notice so they can anticipate the work and make preparations as needed. While there are other properties and residents that will be affected by work in a public way, it seemed to staff that written notice to those residents would not be as necessary and would be better handled through traffic control signs and measures.

Staff will implement this requirement by requiring contractors or permittees to provide the City with a copy of the written notice with their ROW permit application and to provide proof of delivery of notice prior to beginning work.

FISCAL IMPACT:

De minimis fiscal impact from additional staff time to review the notices.

MOTION:

I move that City Council adopt the proposed ordinance amending the notice requirements for right-of-way permits.

ATTACHMENTS:

1. Ordinance - Notice Requirements for ROW Permits

**AN ORDINANCE AMENDING RIGHT OF WAY REGULATIONS TO REQUIRE NOTICE
BE PROVIDED TO AFFECTED PROPERTIES PRIOR TO WORK**

WHEREAS, Highland City is authorized pursuant to Utah Code § 10-8-11 to regulate the use of City streets and public ways;

WHEREAS, Highland City has previously adopted regulations requiring right-of-way permits to be obtained prior to work being performed in a public way;

WHEREAS, Highland City desires to amend the previously adopted regulations to require persons performing work in a public way to provide notice to residents of properties affected by such work prior to beginning work;

WHEREAS, the Highland City Council finds that this ordinance furthers the public welfare, is in the interest of the public, and does not negatively impact family health, stability, and formation.

NOW THEREFORE, BE IT ORDAINED by the Highland City Council as follows:

SECTION 1. Title 12, Chapter 20 of the Highland Municipal Code is amended as shown in Exhibit A, attached hereto.

SECTION 2. The City Recorder, under the supervision of the City Administrator and City Attorney, may make non-substantive corrections to any portion of this ordinance and to the City codes referenced herein for grammatical, typographical, numbering, and consistency purposes in accordance with the expressed intent of the City Council.

SECTION 3. All ordinances and parts and provisions thereof in conflict with this ordinance are repealed to the extent of such conflict.

SECTION 4. This ordinance shall take effect immediately upon its adoption and publication, in accordance with law.

ADOPTED AND PASSED BY THE CITY COUNCIL OF HIGHLAND CITY, UTAH,
this 20th day of October, 2026.

Brittney P. Bills
Mayor

ATTESTED:

Stephannie B. Cottle
City Recorder

Exhibit A

12.20.030 Permit Application Requirements

- A. Application for a permit shall be filed with the city public works director on a form or forms to be furnished by the city. Property owners and/or tenants for whom work is being done shall be responsible for obtaining the permits; provided, however, contractors may obtain the permit in the contractor's name.
- B. A person shall not be eligible to apply for or receive permits to do work within the public ways of the city, save and except the following:
 - 1. Contractors licensed by the state as general contractors;
 - 2. Providers;
 - 3. Property owners installing, replacing, or maintaining less than five hundred square feet or one hundred ten linear feet of sidewalk, curb, and gutter, or driveway approach, or other work approved by the city public works director, upon a portion of the public way adjacent to their residence; or
 - 4. Persons offering a service which requires occupation of the public way, such as scaffold or staging, staging of a crane, installation or maintenance of electric signs, glass, awnings, and painting or cleaning of buildings or sign boards or other structures.
- C. The city public works director may deny the issuance of permits to contractors, utility companies, or other permit applicants who have shown by past performance that in the opinion of the city public works director, they will not consistently conform to the engineering regulations, specifications, design standards, or the requirements of this chapter.
- D. A permit for any excavation or cut into a public way that has been constructed, reconstructed, or repaved within the past three (3) years shall not be issued unless:
 - 1. the applicant agrees to reconstruct and repave the entire right of way cross-section for the entire length between the closest intersections on either side of the excavation or cut, as determined by the city public works director; or

2. the applicant is performing emergency work in accordance with this chapter to repair existing utility or public way facilities in order to mitigate an imminent threat to the health or safety of persons or property.
- E. When necessary, in the judgment of the city public works director, to fully determine the relationship of the work proposed to existing or proposed facilities within the public ways, or to determine whether the work proposed complies with the engineering regulations, construction specifications and design standards, the city public works director may require the filing of engineering plans, specifications, and sketches showing the proposed work in sufficient detail to permit determination of such relationship or compliance, or both. The application shall not be approved until such plans and sketches are filed and approved.
- F. Except as otherwise provided in this Chapter, it is unlawful for any person to commence work upon any public way until the person files an application for a permit to perform such work, the person has furnished evidence of insurance and paid or provided all required fees and assurances, the city public works director has approved the application and until a permit has been issued a permit for such work, and the person has provided notice to residents of potentially affected properties as required by this Chapter-except as specifically approved to the contrary in this chapter.
- G. The disapproval or denial of an application by the city public works director may be appealed by the applicant to the city administrator by filing of a written notice of appeal within ten days of the action of the city public works director. The city administrator shall hear such appeal, if written request therefor be timely filed as soon as practicable, and render his/her decision within two weeks following notice of such appeal.
- H. In approving or disapproving work within any public way, or permits therefor, in the inspection of such work; in reviewing plans, sketches or specifications; and generally in the exercise of the authority conferred upon him/her by this chapter, the city public works director shall act in such manner as to preserve and protect the public way and the use thereof, but shall have no authority to govern the actions or inaction of permittees and applicants or other persons which have no relationship to the use, preservation or protection of the public way.

- I. It is unlawful for a city, other than Highland, county, state, federal or other government employee to perform routine maintenance work, not involving excavations, without first having obtained a permit therefor.
- J. A permit is not required from the city public works director for hand digging excavations for installation or repair of sprinkler systems and landscaping within the nonpaved areas of the public way. However, conformance to all city specifications is required.

12.20.080 Compliance With Specifications, Standards, Traffic-Control Regulations; Site Permittee Identification; Notice Requirements

- A. The work performed in the public way shall conform to the requirements of the engineering regulations, design standards, construction specifications and traffic control regulations of adopted by the city, copies of which shall be available from the city public works director, kept on file in the office of the city recorder and be open to public inspection during office hours.
- B. Prior to commencing any work in a public way, the permittee shall ensure written notice is provided to residents of properties potentially affected by the work, as follows:
1. Written notice shall be provided to each of the following properties:
 - a. Property with frontage on the portion the public way in which work is to be done;
 - b. Property in which any work is to be done, including work within a public utility or municipal utility easement; and
 - c. Property whose sole access will be impacted, restricted, or closed due to the work.
 2. The written notice shall include:
 - a. Permittee's name and name of the person for whom work is being done;
 - b. Telephone number of the individual who can provide information on the scope and impacts of the work;
 - c. After-hours telephone number;
 - d. Dates, times, and location of anticipated work, road closures, and detours.
 3. The written notice required by this section shall be provided by first class mail, door hanger, or other method approved by the public works director to all required properties no earlier than seven (7) and no later than three (3) calendar days prior to beginning work.
- ~~B.C.~~ Where a job site is left unattended, before completion of the work, signage with minimum two inch high letters shall be attached to a barricade or otherwise posted at the site, indicating the permittee's name, or company name, telephone number, and after-hours telephone number.

~~C.D.~~_____ All excavations shall be conducted in a manner resulting in a minimum amount of interference or interruption of street or pedestrian traffic. Inconvenience to residents and businesses fronting on the public way shall be minimized. Suitable, adequate and sufficient barricades and/or other traffic control and safety measures will be available and used where necessary to prevent accidents involving property or persons. Barricades and other traffic control and safety measures must be in place until all of the permittee's equipment is removed from the site and the excavation has been backfilled and proper temporary gravel surface is in place, except where backfilling and resurfacing is to be done by the city; in which case the barricades, together with any necessary lights, flares or torches, must remain in place until the backfill work is actually commenced by the city. From sunset to sunrise, all barricades and excavations must be clearly outlined by adequate signal lights, torches, etc. The police department and fire department shall be notified at least twenty-four hours in advance of any planned excavation requiring street closure or traffic detour.

12.20.160 Work Without Permit; Penalty

- A. A stop order may be issued by the city public works director directed to any person or persons doing or causing any work to be done in the public way without a permit or without providing the notices required by this Chapter. The public works director may direct such person to mitigate unsafe conditions caused by the work for the duration of the stop order. If the person fails to do so, the City may mitigate the unsafe conditions. All costs incurred by the City in doing so shall be charged to the person doing or causing the unpermitted work and may be imposed as a condition of approval of a permit in addition to any other fee or charge. ~~The abutting property owner shall be responsible for causing work to be done.~~
- B. Any person found to be doing work in the public way without having obtained a permit, as provided in this chapter, shall be required to pay a permit fee equal to two times the normal permit fee. For replacement work, where a fee is not normally charged, the normal permit fee for new construction shall apply.



CITY COUNCIL AGENDA REPORT

ITEM #5b

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Chris Trusty, City Engineer/Public Works Director
SPONSORED BY: City Staff
SUBJECT: City Facilities Fencing Bid Award
TYPE: General City Management

PURPOSE:

The City Council will consider awarding a bid award for fencing on City properties.

STAFF RECOMMENDATION:

Staff recommends approving an award to Outback Fencing Inc in the amount of up to \$71,875.44 for fencing on City properties.

PRIOR COUNCIL DIRECTION:

On August 11, 2026, City Council approved the [Final FY27 budget](#), which included funding in the Building Capital Fund, Sewer Fund, and Water Fund for fencing for the fire station, wells #1 and #5, and for the Pheasant Hollow sewer lift station.

BACKGROUND:

During the city's annual budget retreat, city staff discussed with council the possibility of installing fencing at various city facilities to promote better security. Well 5 is located immediately west of the commercial area just south of State Route 92. Well 1 is located just farther south on 5600 West. Both facilities have limited security and could be easily approached from the street. The Pheasant Hollow lift station currently has a gate, but is otherwise accessible from Canal Blvd. The fire station completed an upgrade to the parking lot last year, and is also easily accessible from the street or the adjacent town homes. The concerns range from residents using the dumpster at the fire station, to concerns of vandalism or even tampering with the city's water supply. Installing fencing will protect these facilities and limit access to authorized city personnel. The fencing will be the City's vinyl coated black chain link. Due to it's high visibility in a commercial area, the proposal includes slatted fencing for well 5. Staff is working with American Fork City who also has infrastructure at the Pheasant Hollow lift station site to pay for a portion of the fencing.

The city received bids from 5 companies for the project. The bid results were as follows:

- Custom Fence Co: \$75,960.00
- Dirty Boys Contracting: \$88,568.00
- Western Fence Co: \$70,623.57

- Freedom Security: 69,716.85
- Outback Fencing Inc: \$65,341.31

Staff recommends awarding the bid to the low bidder, Outback Fencing in the amount of up to \$71,875.44, which includes a 10% contingency.

FISCAL IMPACT:

The cost of this project is \$71,875.44. Funding for this expense is included within the FY27 budget as follows:

- \$8,798.57 in GL# 42-40-65 Building Improvements;
- \$28,327.72 in GL# 52-40-73 Sewer Capital Expenses/ Projects; and
- \$34,749.15 in GL# 55-40-50 Capital Expenses Projects

MOTION:

I move that City Council approve a bid award to Outback Fencing Inc in the amount of up to \$71,875.44 for fencing on City properties.

ATTACHMENTS:

1. Fire Station Fencing Drawing
2. Pheasant Hollow Lift Station Fencing Drawing
3. Well 1 Fencing Drawing
4. Well 5 Fencing Drawing
5. Updated Bid Tabulation Fencing Project

3:514:0118

LEAVE NO ACCESSIBLE
GAP BETWEEN NEW FENCE
AND EXISTING FENCE

EXISTING
TELECOMMUNICATIONS BOX

INSTALL APPROXIMATELY 205 FEET
OF 6-FOOT BLACK VINYL COATED
CHAIN LINK FENCE.

PROTECT ALL EXISTING UTILITIES
IN PLACE.

EXISTING
POWER BOX

EXISTING SANITARY
SEWER MANHOLE

PARALLEL EAST
PROPERTY LINE WITH
A 6 FOOT OFFSET

EXISTING
POWER BOX

EXISTING TELECOMMUNICATIONS AND POWER BOXES

START FENCE 4 FEET
FROM BACK OF SIDEWALK

EXISTING
SIDEWALK

Parcel Map

Date: 8/4/2026

This cadastral map is generated from Utah County Recorder data. It is for reference only and no liability is assumed for any inaccuracies, incorrect data or variations with an actual survey.

PHEASANT HOLLOW LIFT STATION FENCING DRAWING

EXISTING 30 FT DOUBLE GATE WITH BLACK PRIVACY SLATS

NEW 4 FT GATE

CONNECT TO EXISTING GATE

LEAVE NO ACCESSIBLE GAP BETWEEN NEW AND EXISTING FENCE

EXISTING CONCRETE FENCE

EXISTING BLACK CHAIN LINK FENCE

CONNECT TO EXISTING FENCE

NEW 14 FT DOUBLE GATE

EXISTING STORM DRAIN POND

PROTECT TREES IN PLACE

EXISTING ROCK DRAINAGE SWALE PROTECT IN PLACE AND INCLUDE WITHIN FENCED AREA

EXISTING YARD HYDRANT

INSTALL APPROXIMATELY 645 FT OF 6 FT BLACK VINYL COATED CHAIN LINK FENCE AND ONE 14 FT DOUBLE GATE.

BID ALTERNATES:
 1. THREE STRAND BARBED WIRE SECURITY ARMS ALONG ALL NEW AND EXISTING CHAIN LINK AND GATES.
 2. PRIVACY SLATS/FABRIC ALONG ALL NEW AND EXISTING CHAIN LINK AND GATES.

NEW 6 FT BLACK VINYL COATED CHAIN LINK FENCE

49.132 0042

179

144

41

19

10

10

19

60

12.004 0037

619

14

28

80

12.001 0050

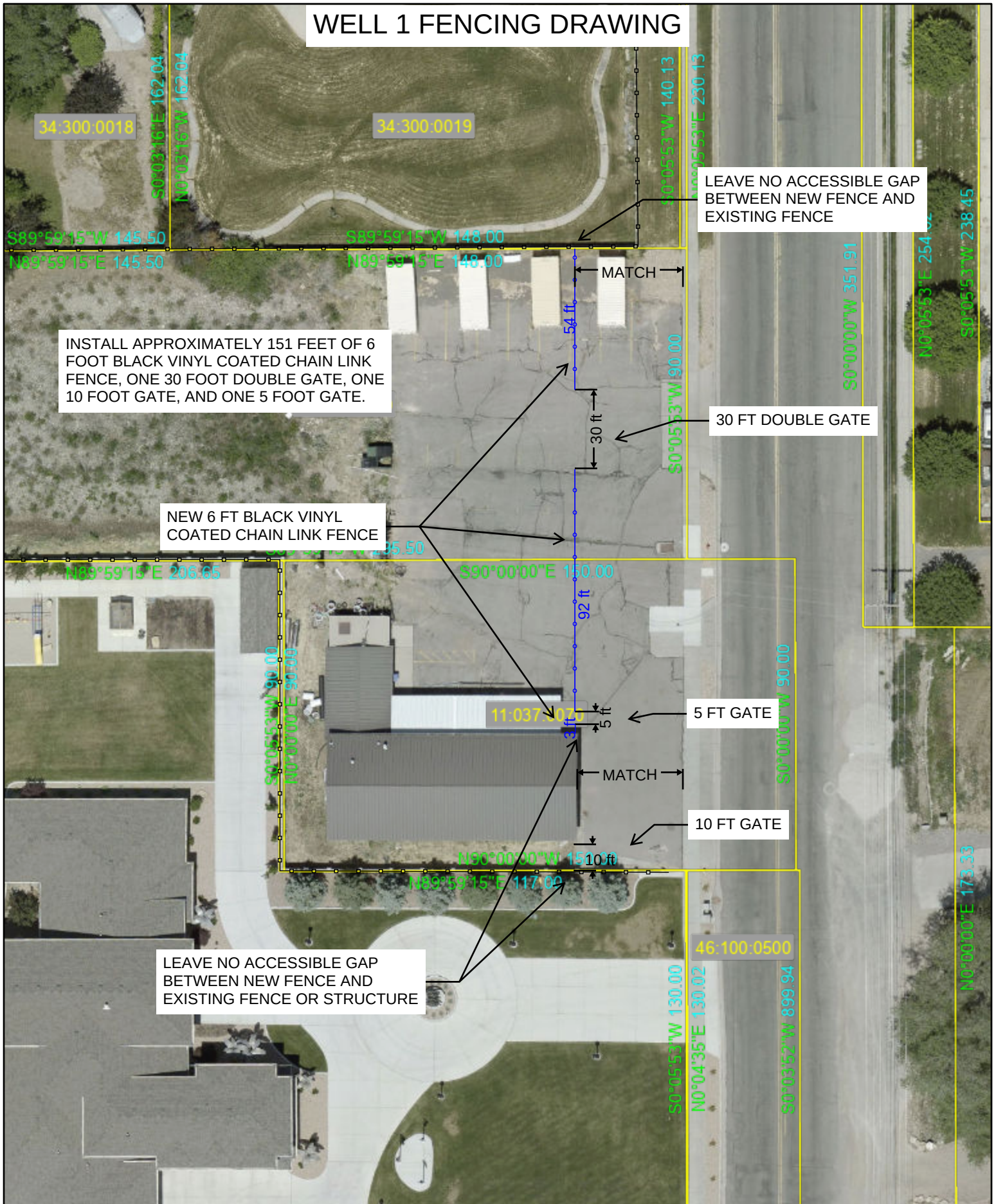
246 96

Parcel Map

Date: 4/23/2026



WELL 1 FENCING DRAWING



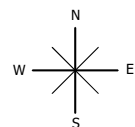
Utah County Parcel Map

Well 1

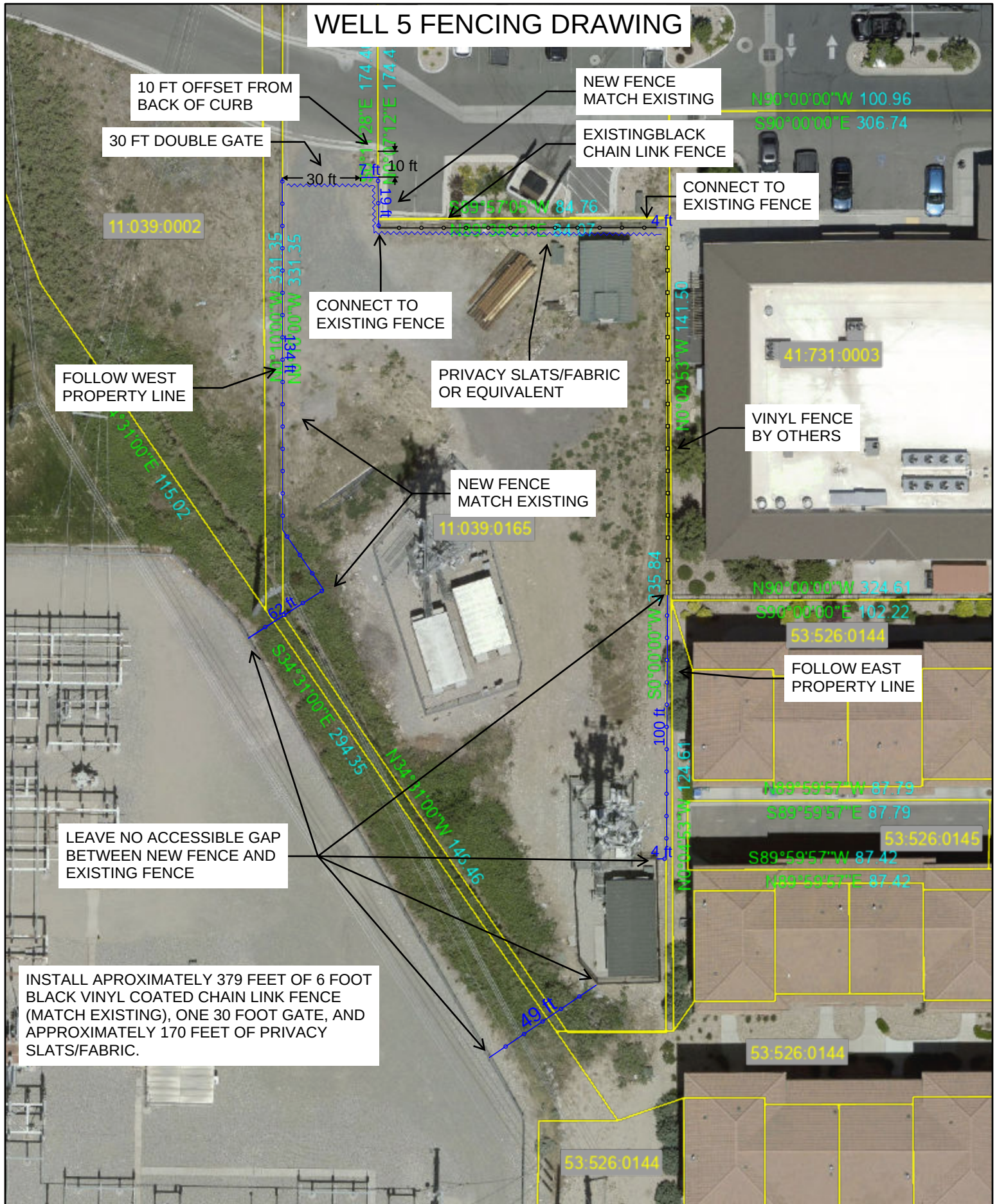
1 inch equals 47 feet

Date: 4/27/2026

This cadastral map is generated from Utah County Recorder data. It is for reference only and no liability is assumed for any inaccuracies, incorrect data or variations with an actual survey.



WELL 5 FENCING DRAWING



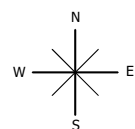
Utah County Parcel Map

Well #5

1 inch equals 47 feet

Date: 4/27/2026

This cadastral map is generated from Utah County Recorder data. It is for reference only and no liability is assumed for any inaccuracies, incorrect data or variations with an actual survey.



Highland City - 2026 Fence Project
Bid Tabulation
Printed: 10/6/2026

UNIT PRICE SCHEDULE - BASE BID						CUSTOM FENCE CO		DIRTY BOYS CONTRACTING, LLC		WESTERN FENCE COMPANY		FREEDOM SECURITY		OUTBACK FENCING INC	
Item #	Description	Unit	Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.0	SCHEDULE 1 FIRE STATION														
1.1	MOBILIZATION	LS	1			\$500.00	\$ 500.00	\$1,800.00	\$ 1,800.00	\$827.00	\$ 827.00	\$297.00	\$ 297.00	\$1,000.00	\$1,000.00
1.2	6-FOOT BLACK VINYL COATED CHAIN LINK FENCE	LF	205			\$45.00	\$ 9,225.00	\$43.60	\$ 8,938.00	\$36.31	\$ 7,443.55	\$36.20	\$ 7,421.00	\$34.14	\$6,998.70
1.3	SCHEDULE 1 TOTAL						\$ 9,725.00		\$ 10,738.00		\$ 8,270.55		\$ 7,718.00		\$ 7,998.70
2	SCHEDULE 2 WELL #1 SITE														
2.1	MOBILIZATION	LS	1			\$500.00	\$ 500.00	\$1,800.00	\$ 1,800.00	\$1,256.00	\$ 1,256.00	\$499.00	\$ 499.00	\$1,000.00	\$1,000.00
2.2	6-FOOT BLACK VINYL COATED CHAIN LINK FENCE	LF	151			\$45.00	\$ 6,795.00	\$43.60	\$ 6,583.60	\$35.36	\$ 5,339.36	\$42.13	\$ 6,361.63	\$37.64	\$5,683.64
2.3	30-FOOT DOUBLE GATE	EA	1			\$3,500.00	\$ 3,500.00	\$4,480.00	\$ 4,480.00	\$3,153.00	\$ 3,153.00	\$3,305.00	\$ 3,305.00	\$3,704.37	\$3,704.37
2.4	10-FOOT GATE	EA	1			\$1,000.00	\$ 1,000.00	\$1,900.00	\$ 1,900.00	\$1,470.00	\$ 1,470.00	\$1,535.00	\$ 1,535.00	\$1,453.49	\$1,453.49
2.5	5-FOOT GATE	EA	1			\$500.00	\$ 500.00	\$1,100.00	\$ 1,100.00	\$1,332.00	\$ 1,332.00	\$1,280.00	\$ 1,280.00	\$892.11	\$892.11
2.6	SCHEDULE 2 TOTAL						\$ 12,295.00	\$ -	\$ 15,863.60	\$ -	\$ 12,550.36	\$ -	\$ 12,980.63	\$ -	\$12,733.61
3.0	SCHEDULE 3 WELL #5 SITE														
3.1	MOBILIZATION	LS	1			\$500.00	\$ 500.00	\$1,800.00	\$ 1,800.00	\$2,132.00	\$2,132.00	\$817.00	\$817.00	\$1,000.00	\$1,000.00
3.2	6-FOOT BLACK VINYL COATED CHAIN LINK FENCE	LF	379			\$45.00	\$ 17,055.00	\$43.60	\$16,524.40	\$36.59	\$13,867.61	\$39.63	\$15,019.77	\$32.64	\$12,370.56
3.3	30-FOOT DOUBLE GATE	EA	1			\$3,500.00	\$ 3,500.00	\$4,480.00	\$ 4,480.00	\$3,153.00	\$3,153.00	\$3,205.00	\$3,205.00	\$3,704.37	\$3,704.37
3.4	PRIVACY SLATS/FABRIC	LF	170			\$8.00	\$ 1,360.00	\$32.00	\$5,440.00	\$12.79	\$2,174.30	\$11.64	\$1,978.80	\$10.48	\$1,781.60
3.5	SCHEDULE 3 TOTAL						\$ 22,415.00	\$ -	\$28,244.40	\$ -	\$21,326.91	\$ -	\$21,020.57	\$ -	\$18,856.53
4.0	SCHEDULE 4 PHEASANT HOLLOW LIFT STATION SITE														
4.1	MOBILIZATION	LS	1			\$500.00	\$ 500.00	\$1,800.00	\$ 1,800.00	\$2,848.00	\$2,848.00	\$1,077.00	\$1,077.00	\$1,000.00	\$1,000.00
4.2	6-FOOT BLACK VINYL COATED CHAIN LINK FENCE	LF	645			\$45.00	\$ 29,025.00	\$43.60	\$28,122.00	\$34.55	\$22,284.75	\$36.57	\$23,587.65	\$34.06	\$21,968.70
4.3	14-FOOT DOUBLE GATE	EA	1			\$1,500.00	\$ 1,500.00	\$2,800.00	\$2,800.00	\$2,208.00	\$2,208.00	\$2,053.00	\$2,053.00	\$2,013.90	\$2,013.90
4.4	4-FOOT GATE	EA	1			\$500.00	\$ 500.00	\$1,000.00	\$1,000.00	\$1,135.00	\$1,135.00	\$1,280.00	\$1,280.00	\$769.87	\$769.87
4.5	SCHEDULE 4 TOTAL						\$ 31,525.00		\$33,722.00		\$28,475.75		\$27,997.65	\$ 1,000.00	\$25,752.47
4.6	SCHEDULE E BID ALTERNATES														
4.7A	THREE STAND BARBED WIRE INSLUDING SECURITY ARMS	LF	848			\$8.00	\$ 6,784.00	\$32.00	\$27,136.00	\$3.75	\$3,180.00	\$3.87	\$3,281.76	\$7.55	\$6,402.40
4.8A	PRIVACY SLATS/FABRIC	LF	848			\$8.00	\$ 6,784.00	\$32.00	\$27,136.00	\$11.13	\$9,438.24	\$9.99	\$8,471.52	\$10.48	\$8,887.04
	TOTAL SCHEDULE						\$ 75,960.00		\$ 88,568.00		\$ 70,623.57		\$ 69,716.85		\$65,341.31
	TOTAL SCHEDULE WITH ALTERNATES						\$ 89,528.00		\$ 142,840.00		\$ 83,241.81		\$ 81,470.13		\$80,630.75



CITY COUNCIL AGENDA REPORT

ITEM #5c

DATE: October 20, 2026
TO: Honorable Mayor and Members of the City Council
PREPARED BY: Chris Trusty, City Engineer/Public Works Director
SPONSORED BY: City Staff
SUBJECT: Storm Drain Sump Bid Award
TYPE: General City Management

PURPOSE:

The City Council will consider a bid award to install a new sump.

STAFF RECOMMENDATION:

Staff recommends awarding a bid to KW Robinson to install a new sump in the amount of up to \$32,865.49 which includes a 10% contingency.

PRIOR COUNCIL DIRECTION:

On August 11, 2026, City Council approved the [Final FY27 budget](#), which included funding in GL# 54-40-41 system repairs and maintenance for new sumps and other drainage projects.

BACKGROUND:

At the east end of 10760 North, the city has received numerous complaints from the residents who live along the cul-de-sac about storm water ponding in the area. The residents have been concerned about being potentially impacted by this ponding water. Public Works staff have tried cleaning the existing sump that exists at the intersection of this street and 6120 West, but the sump does not seem to be able to adequately drain the area. Staff believes that storm water used to be able to flow overland across the lot and into a drainage ditch on the south side of the lot. Because of the development of the lot, this is no longer a viable solution for the storm runoff in the area. City staff believe the most cost-effective way to mitigate the ponding is to install a second sump. Multiple contractors were asked for bids. The only bid that was received was the one from KW Robinson. Staff has worked with the contractor in the past and feels confident in their quality of work.

FISCAL IMPACT:

The cost of this project is \$32,865.49. Funding for this expense is included in GL 54-40-41 System Repairs and Maintenance within the FY27 budget.

MOTION:

I move that City Council approves a bid to KW Robinson to install a new sump in the amount of up to \$32,865.49.

ATTACHMENTS:

1. Bid



K.W. Robinson Construction, Inc.

PO BOX 920
Duchesne, UT 84021

Estimate

Date	Estimate #
10/6/2026	2026.21

Name / Address
2026 Highland City ATTN: Ty 5400 Civic Center Dr. Highland, UT 84003

Project
Sump & Pipe Highland City

Disclaimers

ITEM NO.	Item Description	BID QUANTITY	UNITS	UNIT PRICE	Total
1	Mobilization	1	LS	3,661.56	3,661.56
2	Sump	1	EA	21,902.64	21,902.64
3	15" RCP	24	LF	179.73	4,313.52
Total					\$29,877.72

Signature

Phone # 435-738-0200

Fax # 435-738-0199

KWROBCONST@XMISSION.COM