



HIGHLAND CITY

HIGHLAND CITY COUNCIL MINUTES

Tuesday, October 20, 2020

Approved November 10, 2020

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

VIRTUAL PARTICIPATION

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

 Zoom: Call 1-346-248-7799 Meeting ID: 831 5701 2734

 Email comments prior to meeting: council@highlandcity.org

PRESIDING: Mayor Rod Mann

COUNCIL MEMBERS

PRESENT: Timothy A. Ball, Brittney P. Bills, Kurt Ostler, Kim Rodela, Scott L. Smith

CITY STAFF PRESENT: City Administrator/Community Development Director Nathan Crane, Assistant City Administrator Erin Wells, City Engineer Todd Trane, Planner & GIS Analyst Kellie Bronson, City Attorney Rob Patterson, City Recorder Stephannie Cottle, Finance Director Tyler Bahr, Police Chief Brian Gwilliam

OTHERS PRESENT: Elizabeth Wilson, Rob Smith, Natalie Reed, amber Bonner, Kathy Harding, Cathy Cottle

PRESENT ONLINE:

7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann

Invocation – Council Member Timothy A. Ball

Pledge of Allegiance – Council Member Kim Rodela

The meeting was called to order by Mayor Rod Mann as a regular session at 7:03 p.m. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Council Member Timothy A. Ball and those in attendance were led in the Pledge of Allegiance by Council Member Kim Rodela.

1. UNSCHEDULED PUBLIC APPEARANCES

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

There were no public appearances.

2. PRESENTATIONS

a. Alpine School District – Rob Smith, Assistant Superintendent /Business Administrator

Amber Bonner introduced herself as a representative of the school district for Cedar Hills, Alpine, and almost all of Highland. She said that she wanted to overview what was going on with the school district and said that she had been on the board for about a year and a half. She commented that while they met with most of their cities on a regular basis, this was her first time in Highland, and she would be happy to meet more often if there was a need so the Council ever had any questions with was going on with the school district. She added that she lived in Cedar Hills and had seven children. She showed a slide of Vineyard Elementary and said that a new elementary school in Vineyard was under construction and was anticipated to be opened in the fall. Amber Bonner explained that they had several schools that were currently under construction, and that on SR 92 there was a junior high school under construction on the west side of the Micron property that would alleviate overcrowding at SkyRidge High School. Council Member Kurt Ostler clarified that he did not anticipate any Highland students would be impacted by the new junior high, and Amber Bonner confirmed that, and said that she imagined that once the junior high was open the 7th and 8th graders who were currently at SkyRidge High School would go to the new junior high school. She expected that there would be boundary readjustments at Willow Creek and Lehi Junior High which would more evenly distribute the junior high population.

Council Member Scott L. Smith asked if the older building had been a Lehi school, and Amber Bonner said that she thought it had been Lincoln Elementary in Orem but clarified that it was not there any longer. She then introduced Dr. Elizabeth Wilson, who was the supervisor over elementary schools in North, and Rob Smith, the Assistant Superintendent over Business Services.

She referenced a slide that showed the board members and gave a brief overview. She listed Dr. Mark Clement, who covered the Pleasant Grove area and Linden and was a computer science professor at BYU, Sara Hacken, a former history teacher for Alpine who covered the east side of Orem, Sarah Beeson who covered the precincts in Highland and the American Fork cluster, and S. Scott Carlson, was the board president and covered the Lehi district. She noted that he was also civil engineer, which was helpful with the amount of construction that they had begun that year. She also mentioned board members Ada Wilson, who covered the west side of Orem, herself, and lastly Julie King, who covered the large area of Saratoga and Eagle Mountain. Amber Bonner said that their district was large and stretched from Orem to Cedar Fort and Fairfield. She reported that they had 14 municipalities, and around 90 schools. They had four schools that were under construction and were slated to open next year. Lehi High school was undergoing a total rebuild while the students were still there, which she noted had given the principal a lot to deal with. She stated that Lehi High School was anticipated to be finished in 2022, and everything else would be done by next fall.

Mayor Rod Mann commented that he got complaints from residents that Ridgeline Elementary School was overcrowded. Amber Bonner said she was aware of the issue, and that since Westfield Elementary was technically in Alpine but shared a boundary with Ridgeline that they were considering that they move some of the Ridgeline students to Westfield. She said that the board had also discussed going out for bond but did not want to do that due to the financial situation of the community and also because they wanted to utilize what they already had first. She said that she also anticipated that there would be boundary changes that year, which would alleviate some of the overcrowding issues. She explained that per state law, they had to give a 120 day window between when they notified people of a potential boundary change to the district and when they could vote on that change, so people would have time to give their input.

Assistant Superintendent Rob Smith commented that it was nice to be back in Highland and that he used to live there. He greeted and congratulated Council Member Kim Rodela on her election, and said that Council Member

Brittney P. Bills was a dear friend and had interned with him at the state legislature, and stated that she had been the best intern he had ever had. He went over the center portion of the presentation and said that Dr. Wilson would go over specific numbers as well as the space center.

Assistant Superintendent Rob Smith said that in Utah County they had two universities, which were a huge benefit to the community and brought in a steady stream of teachers. They had hired 534 new teachers that year, with 256 at the elementary level, 127 at the Junior High level, and 151 high school teachers. He explained that Alpine School District had to hire many teachers as the population increased and said that with the exception of the current year that they generally had about 1000 to 2000 new students each year. He stated that 73% of the teachers were women, and that they had a steady turnaround rate since female teachers left to raise their families. Mayor Rod Mann asked what the turnover rate was for teachers, and Assistant Superintendent Rob Smith said it was 20% in the first year. They had about 3500 teachers in total for the district, and many of them only had one-year contracts. Within the first 5 years, there was about a 35% turnaround rate. Mayor Rod Mann asked how many teachers they lost to retirement and Assistant Superintendent Rob Smith replied that was not a significant number and explained that most teachers left to take another job or stay home with their children.

Assistant Superintendent Rob Smith stated that most families would say that the best predictor of success was good teacher in the classroom, since they connect and inspire young minds and support the parents. The main priority of the school board was to recruit and retain the best teachers. To that end, the board had implemented a retention incentive, which he commented was unique for the state of Utah. They had noticed that they lost most of their teachers before five years, so the incentive stipulated that if teachers stayed through their first five years they would receive \$2,500 for their 401k fund, and then after that the amount would be doubled every three years. He said that the hope was that when the teachers invested in the community, the board would invest in them. He explained that the funding for this came primarily from the Teacher and Student Success Act passed by the state legislature, and he reiterated that he felt it was a progressive and unique way to retain teachers. He asked if there were any questions, and Council Member Kurt Ostler asked if Assistant Superintendent Rob Smith could summarize how the board had used the funds they had received for COVID relief. Assistant Superintendent Rob Smith said that he could, but clarified that they did not use federal money or COVID aid money for the teacher retention program. He outlined the funds that they had received and stated that they had received \$6.1 Million from the first round of CARES funding, \$1.6 Million from the Coronavirus relief fund, and \$262,000 for PPE. Council Member Kurt Ostler asked what they intended to spend the \$1.6 Million on, and Assistant Superintendent Rob Smith replied that the fundamental use was PPE equipment as well as salary and benefits to keep their staff employed. They would also spend some on FSCR requirements, which were leave requirements for employees. He explained that CARES funds were available to be used to pay for employees who would not otherwise be able to take leave.

Assistant Superintendent Rob Smith stated that they had a large district, and it was separated into clusters. Generally, the board members were assigned to one cluster but in some cases one board member might be responsible for two or more clusters. He said that the board members did a phenomenal job and commented that Amber Bonner worked extremely hard and had spent about 30 or more hours in meetings in the last week alone. He mentioned that it was their first pandemic and they had learned a lot from it. He reported that quarantine periods had decreased from 14 to 7 days, provided that the student also had a negative test. There were 5,000 students at the secondary level who had quarantined, and of those students only 38 had tested positive, which he said was an extremely low rate of infection. He said that their policies were fluid and changed as the information available changed. He said they could see more details about their plans online. They had many options for parents, including a face-to-face education, online learning, or a hybrid of the two. There were different options that aimed to cater to both the parent's needs and the teachers.

Council Member Scott L. Smith said that he noticed that parking lot at Lone Peak High School had dropped by almost 75% in the last several months, and asked if there had been a significant outbreak at that school, or what the reason for such low attendance was. He also commented that parents had reported to him that they felt their children did not learn as well online as in person. Assistant Superintendent Rob Smith explained that the high school had gone to a modified or hybrid schedule. The school had changed their entire secondary schedule to address COVID-related issues. Lone Peak High School had 300 students on a two-week quarantine at one point, and some students had been quarantined twice because of possible exposure. In addition, many parents had chosen to keep their students at home and have the teachers work with them online.

Amber Bonner said that all of the board members personally wanted to have the children in school rather than online, and felt that students learned the best in front of a teacher who cared for them, but acknowledged that it was the parent's prerogative to keep their child at home. She also contended that some children did very well with online learning. She explained that earlier in the year the State had come out with a guideline that stipulated if 15 students or staff members in a school tested positive, the school would close and move to online only. Since then, however, the Utah health department had changed their policy to say that 15 positive cases they would start a conversation between the county and state health departments, the school board, and the community members to determine what the best course of action would be. Her concern was that 15 is flat number, regardless of the number of students at the school and so did not consider the percentages. She pointed out that Lone Peak High School had 2700 students, and so 15 students only constituted 1% of the student body. At a 600-person elementary school 15 would be a significant number, but not at a high school that large. When Lone Peak High School had hit 15 cases, the Utah state health department had suggested a hybrid program, so only half the students were in the building at a given time. Amber Bonner said that she had two children who attended the school and recalled that they had split the students into two groups and had half the students attend each day. They had done that for several weeks, so that children in both groups had the same amount of time in school. In her opinion, this was not the best solution since she felt that children needed to be in school. She stated that elementary schools were already back, and second term started on Thursday of that week for secondary school. They would have a schedule where kids were in school for four days, with one day off on Wednesday. On Wednesdays they would work from home, and complete work from the other four days. They had the day off for teachers to have time to reach out and focus on the students who were learning online and address their needs. Amber Bonner and the board hoped that this plan would have more kids back in school than last term.

Council Member Scott L. Smith said that he was a physician and had had about 50 patients so far with COVID. He did not think that young people who got the virus got truly sick, and that mainly the school protected their senior staff by the implementation of the reduced week. He was concerned that students did not learn well online and said that since many families had parents who both worked and so the students were left unattended all day. In his opinion the virus had mutated, and they needed to get kids back in school and keep the teachers protected.

Amber Bonner said that she felt a 14-day quarantine was excessive, and that a 7-day quarantine with a negative test would be sufficient to catch 90% of the positive cases. As long as children were asymptomatic, she believed that they should be in school. She also clarified that the schedule she had mentioned was for secondary schools only, and that they did not currently have any cases in the majority of their elementary schools and so the board had chosen to leave the elementary schedule as it was. She did not want to disrupt schools unnecessarily and reiterated that the goal was to have as many students back in school as possible.

Council Member Kurt Ostler asked what the board's point of view on kids at school wearing masks were, and what the school's plan was in regard to the new state plan that mandated masks. He said that it had been reported to him that some students in the high school did not wear masks during the day.

Amber Bonner said that masks worked, based on the data that they had. They had some students go home with positive cases, and even the students who had sat next to the sick students had not gotten sick if they wore masks.

The children who went home for quarantine were also overwhelmingly not sick. She stated that 5,658 students had been quarantined because of close exposure to a sick student, and of those students only 36 kids had tested positive. She felt that students did well with their masks generally, and she also commented that they exempted kids who had a medical reason to not wear masks. She contended that there was some forgetfulness with high school students, who sometimes slipped their masks down and forgot to put them back on, and when that happened, they were given a gentle reminder by teachers and administrators. The administrators had reported that the masks were not a huge deal, and that, generally speaking, the kids remembered to wear their masks. She said that if that was what they had to do to keep kids in school, then the measure was worth it.

Assistant Superintendent Rob Smith went to the next slide, which showed the COVID tracker. He said that it was important to balance student privacy with being able to provide information that was actionable to the community, parents, and teachers. He showed the COVID dashboard, which was an online resource that showed the number of active cases at each school in the district. Mayor Rod Mann commended them for the COVID tracker and commented that it was a lot of work to pull that together so someone must have done a lot of work.

Dr. Elizabeth Wilson introduced herself and said that she had been Highland residents for the last 15 years and had raised her family there. She showed a photo of the Space Center, and said it was a great resource in the community. She said that it was located in Central Elementary School and had been started in 1990. They now had a new Space Center, thanks to several donations and funding from the district, and she reported that the new one had six simulators that accommodated up to 120 students. She said that it was a great opportunity, and she noted that her own children had had birthday parties and other events there. She also said that Randy Router was a nationally recognized graphic artist and he had created the hanging planets that were in the center. Mayor Rod Mann asked who could use it, and Dr. Elizabeth Wilson replied that it was open to students primarily, but other people could use it, and it was even open to other school districts depending on availability. There was a brief discussion about the Council Members being able to visit the site, and Dr. Elizabeth Wilson said that she could get them in if they really wanted to go.

Dr. Elizabeth Wilson displayed a slide that showed school enrollment trends from October 1st of last year to the October 1st of the current year. The hard numbers showed that Freedom Elementary School was down 89 students, Highland Elementary was down 39 students, Ridgeline Elementary was down 22 students, and Mountain Ridge High School was down 44. Lone Peak High School was the only one that had increased, with 22 more students than last year.

Mayor Rod Mann asked if the decrease was due to COVID only or if there were other factors. Dr. Elizabeth Wilson said that it was likely due in part to COVID, but it was also a generally decreasing area and there was also construction in the area and those factors also impacted the numbers. Mayor Rod Mann asked if the numbers for Westfield were down, and Dr. Elizabeth Wilson said that they were, and also noted that the board might adjust their boundaries for the next school year. Council Member Scott L. Smith asked if homeschooled students also had an impact on those numbers, and Dr. Elizabeth Wilson said that in her cluster in the north that they had about 90% in person learning. She stated that Belmont had the highest number of students in online learning, with about 12% of the student body online only.

Mayor Rod Mann asked Dr. Elizabeth Wilson if she anticipated an increase in homeschooled learning. Dr. Elizabeth Wilson replied that actually, many of the families who had originally asked for online learning had since asked to go back to in-person learning. She said that the numbers might change later, as more families re-evaluated the COVID crisis and children returned to school. When the school board had put out the Return To Learn Plan, they had asked that parents wait until the end of term or the quarter to transition their children back to in person learning for minimal disruption. She said that the schools had been successful with this, and the teachers had been able to manage students both in person and online.

Assistant Superintendent Rob Smith outlined their capital projects, that were funded by taxpayer dollars. He said that for Mountain Ridge Junior High had just undergone a reroof project, had new carpet put in, and had received updates to their security and tennis courts. Lone Peak High School had gotten a new roof as well, as well as updates to their playing fields and parking security. He said that the Lone Peak High School building was 25 years old, and it had cost \$5 Million to install the new roof, which was expected to last for 20 years. They had plans to continue to renovate and maintain their older buildings. He also mentioned that Highland Elementary had gotten a new front office. The office was set back farther in the school, which he said was good from both a customer service and security standpoint.

Assistant Superintendent Rob Smith then presented a slide that showed average graduation rates and ACT passage rates for the district. He went over the retention program that had been previously discussed and showed that the Space Center had been funded in part by \$3 Million in private donations. The slide also detailed their bond rating, AAA, and how they used their trust land funds. Assistant Superintendent Rob Smith also commented that the school community councils invested in the students and teachers. He said that he would leave copies of the figures for the staff to look over. He said that they made a point to work hard with the community and that they were united under one purpose. To that end, he said that they had stickers made with that message of community and unity made that he could pass out to staff and Council Members. He extended thanks to Mayor Rod Mann and said that he had worked with him on several projects in the past. He asked what else they could do to support Highland and what their needs were in the schools.

Council Member Brittney P. Bills thanked Assistant Superintendent Rob Smith for everything he did for the schools. She said that she was a teacher and that in her opinion, the students generally remembered to wear their masks, although she had a couple students who struggled with it. She asked Assistant Superintendent Rob Smith if he thought they would ever get to a point where they would have to split the district, and if so, if the driving force for that split would be from the City, residents, or the district.

Assistant Superintendent Rob Smith replied that he had had two conversations recently about that very topic. He thought that topic needed further public discussion and said that there were several specific factors that might lead to a divide. Some factors would be if there was a decline in student academic performance, if there was a concern about the use of tax dollars, or if there was a lack of communication or engagement with the public that they served. He thought the best way to do that, if need arose, would be to have the school board initiate that conversation so that they could do it in an efficient manner, and avoid some of the issues that had occurred up north with the Jordan School district.

Council Member Kim Rodela asked how they measured the academic standards that were referenced on the last slide of the presentation. She also asked if they had decreased due to the lesser hours and the children who had to be out of school for quarantine.

Assistant Superintendent Rob Smith thought that from what he had observed so far in the year he could tell that they did have gaps. The school board recognized that they had work to do and were currently working to intervene and address the problems that had led to lower scores. He did note that his observation was just based on what teachers had reported and that they did not yet have significant data to confirm that there was lower academic performance for the year. He said that they had one data point so far, which was the reading scores from tests taken at the beginning year, and that average score had been lower than the average score from the year before. He felt that was due to the hard stop at the end of the last school year, and he said that he felt that had been very disruptive to the student's learning and progression.

Dr. Elizabeth Wilson added that they had not done end of year state testing at the end of the last school year. The school board had what they called "elementary success criteria," which was an internally developed test by

teachers and the curriculum department. The test was a way to determine how the students were doing, and she said they were very rigorous tests. They had given those tests at the end of last year and would give them again at the end of the current year. She said that they had seen a decline in scores but did not think that it would be a long-term loss. She attributed the lower scores to the move to online learning and felt that the teachers would be able to bring the scores back up once kids were back in school.

Amber Bonner commented that she thought they had the best business services team in the state. She said that the teachers worked hard, and so did the administrative staff, and both put the success of the students was at the forefront of all that they did. The board had discussed what they could do to help teachers, and she said that Assistant Superintendent Rob Smith had been a great help in that regard. She had been at Lone Peak High School last week and reported that the school had a 96.7% graduation rate for last year, which was the highest ever. She noted that since special education students stayed with the school until they were 21, they did not count for the graduation rate per the state requirement, and so the graduation rate would never be exactly 100%. She said that really great things happened because of the work of the administration, teachers, parents. She thanked everyone and said that they should reach out if they had any questions.

Council Member Brittney P. Bills said that Assistant Superintendent Rob Smith and Mayor Rod Mann should get together to go over the spreadsheets since they were both incredibly good with numbers and data. She thought that one of the lessons that they would learn from this was to determine what different levels of government should and should not administer. She admired the success that the school board had had in integrating the policies from the the health department and state legislature with their own decisions. She said that when the COVID crisis passed they should consider who should get to make those decisions.

3. CONSENT ITEMS (5 minutes)

Items on the consent agenda are of a routine nature or have been previously studied by the City Council. They are intended to be acted upon in one motion. Council members may pull items from consent if they would like them considered separately.

- a. **Approval of Meeting Minutes** *Administrative*
Administrative Appeal Meeting – September 1, 2020
- b. **Final Plat Approval – Spruces Subdivision Plat B** *Administrative*
The City Council will consider a request by Ferran Construction for a Final Plat approval for a 4-lot subdivision located approximately at 4562 West 11000 North. The City Council will take appropriate action.
- c. **Purchase Contract with Wheeler Machinery for a Backhoe** *Administrative*
The City Council will consider approval of a purchase contract with Wheeler Machinery for a backhoe for the amount of \$17,000 for the Street Department. The Council will take appropriate action.
- d. **Library Board Bylaws Amendment** *Administrative*
The City Council will consider recently proposed changes in the Highland City Library Board Bylaws concerning duties of the Vice Chair and Secretary. The Council will take appropriate action.

Council Member Scott L. Smith MOVED that the Highland City Council approve consent item 3a, b, c, and d. Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 5:0.

4. INTERLOCAL AGREEMENT WITH AMERICAN FORK, CEDAR HILLS, AND PLEASANT GROVE *Administrative*

The City Council will consider an Interlocal Agreement with American Fork, Cedar Hills, and Pleasant Grove to facilitate the construction of the Mill Ditch Pipeline Enclosure Project. The Council will take appropriate action.

City Engineer Todd Trane gave a background and explained that for several years they had considered projects at Mouth of the Canyon. Pleasant Grove had a piping mill irrigation ditch located on the south side of Highland near a golf course, and the pipe provided water to Highland. Pleasant Grove had funding for the ditch, and the interlocal agreement was to give them access to go on Highland property and re-pipe the ditch. City Engineer Todd Trane said that he had attached a report that had the planned outlined in more detail as well as the full interlocal agreement for the Council to review and asked if they had any questions.

Council Member Scott L. Smith asked if the Pleasant Grove irrigation pipe provided water to the Highland Glen Park, and City Engineer Todd Trane said that was correct, they had a turnout at the south end of the project to supply the park with water. The turnout goes down the ditch to provide water to several users, and ultimately to the Highland Glen Pond.

Council Member Timothy A. Ball left the meeting temporarily.

City Engineer Todd Trane said that the pipes that they wanted to put would not affect Highland, and that the water would go down a new turnout which would make the ditch better for the future. He also clarified that the piping project would not come out of Highland's budget. Mayor Rod Mann noted that the project made it safer as well, added that American Fork also had a water line that they were doing improvements to. City Engineer Todd Trane said that American Fork had a culinary pipe that ran through the center of the golf course, and they wanted to have that pipe replaced. They had a temporary pipe down while the ditch for the new culinary pipe was dug.

Council Member Kim Rodela MOVED that the City Council APPROVE and AUTHORIZE the City Administrator to execute the agreement for the Piping of the Mill Ditch. Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Absent</i>
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<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 4:0.

Council Member Timothy A. Ball returned to the meeting at 8:02 pm.

5. GROUND LEASE AGREEMENT EXTENSION - AMERICAN TOWERS

Administrative

The City Council will consider a request by Christiana Abbis representing American Towers to extend a current ground lease agreement for city owned property located at 5600 West 11000 North. The lease allows for access, installation, and maintenance of utilities for the construction, operation, and maintenance of a cell tower and other facilities. The Council will take appropriate action.

City Administrator/Community Development Director Nathan Crane stated that the property was located west of Meyers and Toscana and had been purchased by the water company in 1999. The Council had issued a conditional use permit, and the water company had done an extension for that lease in 2001. American Towers had requested an extension to the existing ground lease, which currently had nine years remaining on the lease. The Council had considered this issue first in fall of 2019 and had wanted to get additional information on cost and value of the lease. Since fall of 2019, American Tower had lost two of the carriers and had one remaining. According to them, the remaining carrier wanted to continue on the tower, but American Towers wanted a long-term commitment. He showed the property on the map and pointed out where the two towers were.

City Administrator/Community Development Director Nathan Crane said that the property was encumbered by several easements for both power and water, and because of this the possibility for redevelopment was limited. He referenced a green building to the left of the map, which he explained was a well site. The staff had considered that building for storage of outdoor equipment or for park maintenance items but had not been able to make it work there. He said that the value for the property in the future was limited. He also referenced a building on the map which had been the former water company building, and that the parcel had been sold to WPI for future commercial development.

Council Member Kurt Ostler said that each tower had three users currently and noted that the previous users had not taken their equipment off. He said that the north tower had fencing, and the south tower had a building on it, and asked which tower the discussion was about. City Administrator/Community Development Director Nathan Crane said he thought it was the south tower. Council Member Kurt Ostler asked if they had inquired who the remaining user was and said that if they were a major carrier than they should pay a higher amount.

City Administrator/Community Development Director Nathan Crane said that they had presented three options for the Council to consider and added that there had only been two options in 2019. One offer was a perpetual easement, which was a typical offer from any kind of business. The offer lump sum was \$200,000. Another option was to have six additional five-year terms, with a one-time payment of \$75,000 and an increase in the monthly rent. The revenue increase would be 4% annual escalation.

Council Member Kurt Ostler asked what the percentage of revenue share would be, and city Administrator/Community Development Director Nathan Crane said he knew that it came to \$200 but did not

remember what the percentage was. He then stated that the third option was for a 30-year lease, with a one-time payment of \$25,000 with a 4% escalation in the monthly rent.

City Administrator/Community Development Director Nathan Crane stated that the Finance Director had run a financial analysis. and had found that option two provided the best long-term financial value for the City. It would yield a revenue of \$748,000 in cash at present value. If the Council chose to extend the lease, the staff recommended they pursue option two.

Council Member Kurt Ostler said that it appeared there were two leases, one from Crown Castle and another one from American Tower. Crown Castle paid about \$2,000 per month for their lease, and American Tower paid \$925. As far as he understood, the users determined the rate that they paid.

City Administrator/Community Development Director Nathan Crane said that the annual value for American Tower was \$10,822 and the annual value for Crown Castle was \$23,777, based on what they received. He had gone through previous minutes and found that the lease for Crown Castle had been renewed in 2011, and there had not been a specific discussion on that item so he could not determine why their lease was a different amount from American Towers. The Mayor asked if they had paid a one-time payment, and City Administrator/Community Development Director Nathan Crane said that it had been an option, but it had not been signed.

Mayor Rod Mann asked if they factored in the one-time payment of \$75,000 how the annual revenue would be impacted, in reference to option two from American Towers.

Council Member Brittney P. Bills noted that it was written in the notes that the offer expired within 30 days, which would have been August third of that year, but City Administrator/Community Development Director Nathan Crane replied that American Towers had told him that the offer was still valid, so they did not have to worry about that.

Tyler Bahr explained that the current annual revenue was \$10,000. He confirmed that they had factored in the lump sum payment of \$75,000 in their calculations of the net present value. The total annual revenue they projected would be another \$2,250.

Council Member Kurt Ostler asked how they had determined that their current revenue property share was \$200. He asked if American Towers give them a share of their revenue.

City Administrator/Community Development Director Nathan Crane said that he had asked American Tower about that. They had tried to match their accounting system with the revenue they had gotten from American Towers, and the numbers had not made sense so they had emailed American Towers to ask what the revenue share that they sent to Highland City was. American Towers had replied \$200, and City Administrator/Community Development Director Nathan Crane said that they had not asked American Towers what their total revenue was.

Council Member Kurt Ostler said that he did not see anything in the agreement that discussed the revenue share. He asked how they would be able to backend the numbers if they did not know what the percentage of the revenue was.

Tyler Bahr said that he had not seen the original agreement, and they were reliant on the statement from American Towers.

Council Member Scott L. Smith said he was perplexed because the three offers seemed so different from one another. He pointed out that the company had lost two of their three users and asked if each carrier had the same termination clause. He said that if American Towers lost their third user and terminated the agreement, then it made sense for them to take the option that paid the most up front. He asked if they knew anything about the third user, and if the user would be able to terminate after five years.

Kurt Ostler said that cell towers would not go away and said that there were three users for each tower. The users had not renewed, but their equipment was still on the towers. He said that American Towers was in the business to add users. He assumed users wanted their towers because they had fiber and had already been permitted. He pointed out that their towers were the least path of resistance for users since it would not be easy for them to install one elsewhere. They were expensive, and cost more than \$200,000 to install.

Council Member Scott L. Smith agreed and said that it was hard for carriers to find locations to have the towers installed. He had been on a previous Council and remembered that they had had a lot of trouble finding places in the City to install cell towers.

Council Member Kurt Ostler said that they had a willing leaser who was interested and wanted to negotiate. He said that maybe if they charged \$500 more per user, then in about three years' time it would bring the lease up to the amount that they currently received from Crown Castle. He said again that \$925 was an incredibly low rate, especially if the user was a major carrier.

City Administrator/Community Development Director Nathan Crane referenced the original agreement letter with Nextel Westcorp, dated July 21, 2000 to the attention of the Water Company and Mark Thompson. The letter stipulated that they would receive an additional \$200 per month within the lease premises. That was a fixed amount for the original user.

Council Member Kurt Ostler said that in his experience, that came with a certain amount of space for all of their generators and other equipment, and then beyond that each ask or request that they had needed to be added on. The rent should increase if they added other users.

City Administrator/Community Development Director Nathan Crane said that the way he understood it was that they would receive an additional \$200 per month for revenue received from subletting. The revenue share was \$200 more.

Council Member Kurt Ostler pointed out that that was just a letter and not an agreement. It was also for Spectra Site, which not the same company they currently worked with. City Administrator/Community Development Director Nathan Crane explained that they inherited this from the Water Company, so it was second generation, and the Water Company had honored it. He did not think there was any intent to deceive the City. The intent was for the Council to choose to renew the lease, and if they did to then choose an option. City Attorney Rob Patterson would make sure the lease language was correct and then move forward.

Council Member Kurt said that he preferred option two, with the 4% escalation and a \$500 payment for each additional user per month. He said that would get them to about the same amount that they received from Crown Castle.

Council Members Brittney P. Bills and Scott L. Smith agreed.

Council Member Kurt Ostler MOVED that the City Council approve American Tower Offer Option 2 which includes the one-time \$75,000 payment. Rent for one user on the cell tower is \$925 with annual increase of 4%.

For each additional user there will be a \$500 rent increase with a 4% annual increase. Current revenue share is not there because we are getting revenue based on cell tower users.

City Administrator/Community Development Director Nathan Crane said that there were already three arrays there, and Council Member Kurt Oster said that they had to renew them.

Council Member Scott L. Smith said that he agreed with most of it but did not understand the revenue sharing. He saw that it would go up with more users, and in the end, it went up \$1000.

Council Member Kurt Ostler said American Towers had offered to give them \$200 for those extra users.

City Administrator/Community Development Director Nathan Crane said that the current rent was \$701.87 for the lease, plus \$200 for revenue shares, so they collected \$901.87 per month in total. Currently, they paid \$901.87 for users. They did not have renewals because they did not have an option for a long-term lease longer than nine years

Council Member Kurt Ostler thought that they might still be short on the lease amount. Council Member Brittney P. Bills asked Council Member Kurt Ostler if he did not want to accept any of the options. Council Member Kurt Ostler replied that he liked option two but wanted to change it slightly. He wanted the rent for the first user to be \$925 with a 4% annual increase, and then the second would pay an additional \$500, also with a 4% increase. The third user would pay another \$500 on top of the second user's rent amount, which made their rent \$1,925, and have a 4% increase as well. He noted that annual increases were typically about 10-15% so he felt 4% was very fair. Council Member Brittney P. Bills asked City Administrator/Community Development Director Nathan Crane if American Towers was open to negotiation. City Administrator/Community Development Director Nathan Crane explained he had shared the Crown Castle lease with American Tower. He reported that they had planned to be part of this meeting, but were not there tonight, which in his opinion said a lot. He commented that if he were American Towers and knew that Crown Castle paid significantly more, if he had room to negotiate, he would offer more. He noted that he did not know the business and had not been in contact with them since last year and did not know if they were open to negotiation.

Council Member Kurt Ostler asked what their risk in asking was, and City Administrator/Community Development Director Nathan Crane said that there was no risk, but that in his opinion they looked slightly foolish because in 2019 they had told American Towers that they would get back to them, but never had. Council Member Kurt Ostler noted that at that time, they had gone through an attorney change and City Administrator/Community Development Director Nathan Crane agreed that was part of the reason that they had not gotten back to American Towers.

Council Member Scott L. Smith asked who would do the negotiation and City Administrator/Community Development Director Nathan Crane said whoever the Council wanted could do it. Council Member Kurt Ostler commented that he had in part put a kibosh on this last year. Council Member Scott L. Smith thought it could not hurt to go back and negotiate with American Towers.

Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>

The motion passed 5:0.

6. AMENDMENT TO THE WATER RESERVATION AGREEMENT *Administrative*

The City Council will consider a request by Perry Homes to modify the Water Reservation Agreement to allow the reservation of water shares prior to final plat approval. The Council will take appropriate action.

City Administrator/Community Development Director Nathan Crane explained that the City had acquired some water shares with the enclosure of the Murdoch canal. When the canal was enclosed, a calculation of water savings had been done to account for theft and water seepage. Those shares had been offered for purchase and had been used to fund the piping of the canal. The City had bought some of the water shares, and the Council had voted in 2016 to accept cash in lieu of shares. They had required dedication of water shares for culinary and PI water, which he explained was essentially snow water. In 2016 they were over \$1.9 Million in debt for those shares, and they had a high debt load associated with them. Since that time, they had collected \$475,000 and had \$1.5 Million left to pay back.

Council Member Kurt Ostler asked if the debt was on a bond, and City Administrator/Community Development Director Nathan Crane said it was just a purchase. They had paid it off over time to Highland Conservation and Provo Water. Mayor Rod Mann noted that if they paid it off in full, they would still have their annual fee to pay.

City Engineer Todd Trane said that they paid for their portion of the enclosure pipe.

Nathan Crane stated that the City could not sell or transfer water rights to individuals. They had to assign the rights to a specific property, and that would fulfill their water dedication requirement for that development. They had been approached by Perry Homes, which had 59 acres and was currently in the county. He said that it was in their Annexation Policy Plan, and to annex it into an adjacent city would be difficult. He showed the property that Perry owned on the map and said that the section in between what they owned was private property. The purchase would apply to 42 of the 59 acres. He elaborated that it would be difficult to be annexed because another city approached it on the west side, and it also bordered Draper to the north. He said that while they had planned for this in their master plan, they would need a complete infrastructure system to do that. He stated that in 2016, the Council had approved a reservation agreement for developers so they could reserve a certain number of shares for a development, even if they were not ready to break ground. One of the stipulations of the agreement was that they needed to have final plat approval. Perry Homes had requested that the Council remove the final plat approval requirement, which would allow them to enter an agreement for reservation for the remaining 126-acre feet for the water. They wanted to enter into a purchase agreement for that water by the end of November. They would have to find another water source for the remaining acreage.

Council Member Kurt Ostler said that the property was not in Highland City. He stated that they wanted to remove final plat approval but were not even part of the City.

City Administrator/Community Development Director Nathan Crane replied that they had an annexation application for the property to the west. One of the things that would be addressed in the application was an annexation purchase agreement, and that would cover what would happen if they did not annex into the City. He said that in that case, the City would get the water back at the current value. He said that they needed to consider that they had 126-acre feet remaining which covered about 42 acres of land. This was one of the last remaining large parcels that was planned for development in the City. The state and border projects had plenty of water,

and so they did not need this water. He said that smaller developers had expressed interest in some of the water, but the amount they would need did not equal 126-acre feet. In his opinion, it was an opportunity for them to address this. From a financial standpoint it was worth about \$882,000, which left the City to cover only about \$608,000 rather than the \$1 Million that they owed currently. City Administrator/Community Development Director Nathan Crane felt it had merit for discussion from a debt standpoint. Council Member Scott L. Smith clarified the money would go into PI fund.

Mayor Rod Mann asked if they got rid of the shares would they then not have to pay the annual fee for the shares. City Administrator/Community Development Director Nathan Crane replied that they would still have the assessment cost, but not the interest share. Mayor Rod Mann confirmed that the developer would buy it from the City and then dedicate it to them.

Council Member Kurt Ostler said that they had locked in the share price at \$882,000 and that they would pay in November. He asked if the City could sell the shares in the future. City Administrator/Community Development Director Nathan Crane explained that they could assign shares to that property, but not transfer or sell them. They had limited opportunities to assign it to other properties in the City, as they had to stay within their boundaries. Council Member Scott L. Smith said that they essentially reserved the water.

Council Member Kurt Ostler said that there was another application and asked if that developer had inquired about the water. City Administrator/Community Development Director Nathan Crane explained that Perry Homes represented all of that property as well. He pointed to a section on the map that he said was GCII LLC Property and stated that Perry Homes represented them.

Dan Reeve of Perry Homes said that the main intention of the water purchase was to secure water for the 23 acres they had purchased on the east side several years ago. The remaining water would serve a portion of the land to the west of the GCII LLC property. They were associated with the land, and they felt that this opportunity was mutually beneficial. Dan Reeve thought it would bring a financial influx to City. He explained that they could not make an application at the present time since they were in the process of preparing a preliminary plat application for the land to the south. Based on utility and infrastructure needs, they would not be able to develop the land until the land in the south was developed. He clarified that they had no intent to annex into a city other than Highland, and they would agree to a buyback provision if it made the City more comfortable.

Council Member Kurt Ostler was confused why they could not make an application into Highland City then. He said that he understood that they had a parcel to the south but did not understand why they could not apply now. Dan Reeves explained that from a development standpoint, they were not ready to plan for those areas. They focused on the areas that were next in the path of development. He said that the application was forthcoming. Council Member Kurt Ostler replied that they did not need a development plan to do the annexation. Dan Reeves replied that they did because part of the development plan was zoning.

Council Member Scott L. Smith asked if Council Member Kurt Ostler's concern was that they may annex into a city to the north or the west of Highland. Council Member Kurt Ostler said that if they did not annex into the City, then the Council could put a motion that the shares would come back to the City at the same terms and the interest rate that they currently had. Mayor Rod Mann agreed, and asked if he wanted to make a motion. He said that they should hold that money and not spend until it was annexed officially.

Council Member Kurt Ostler pointed out that because they still would have to pay the interest on the \$882,000, there was no benefit for them to do the agreement at that time. He did note that the developer seemed amenable to giving the share back.

City Administrator/Community Development Director Nathan Crane said that their first step would be to determine if they wanted to allow the original reservation agreement to be modified, and then they would negotiate the purchase contract.

City Attorney Rob Patterson reminded the Council that under the Utah Constitution the City could not sell shares to anyone. He said that one option would be to have them pay the City, and the City could collect the interest with the understanding that it would go back to them eventually. They could structure an agreement where the City collected the money, the money earned interest, and then the City would either keep it, or pay it back if they did not use the water share. Council Member Kurt Ostler asked what the interest rate was, and City Administrator/Community Development Director Nathan Crane said that he was unsure, but they could have that information with the contract. Council Member Kurt Ostler said that they might make more money in interest if they found a user who would buy the shares.

Council Member Kurt Ostler said that they could take the cash and then if Perry Homes did not annex into Highland, there could be a trigger in the contract for the share to go back automatically. City Attorney Rob Patterson said the contract would not do that, and he would not agree to a contract where they were basically loaning shares. He said that he would consider an agreement that allowed them to reserve the shares, but if they did not annex within a certain amount of time then the reservation would be voided and anything that the City had gotten out of it by that point would be kept by them.

Council Member Scott L. Smith noted that they did not need the specifics at that point, and that as far as he understood it at that point they just needed to decide if they wanted to allow the exemption to the agreement or not. City Attorney Rob Patterson said that was correct and added that they did not need final plat approval but should have some provision about what would happen if it was not annexed.

City Engineer Todd Trane said that they had assigned these shares to developments when they come in at final plat. The City examined what they owned on the shares, and the developers gave them the money that they then would payout, so the payment was covered in full and the City would not be encumbered with the payment. He said that they looked at what the share would cost in full, and that amount was what the developer paid them.

Council Member Kurt Ostler clarified that if they did not develop into Highland, they could not have Highland water shares in other cities and City Attorney Rob Patterson confirmed that.

City Engineer Todd Trane commented that this is just an assignment, and they could not divest themselves of their water shares.

Council Member Scott L. Smith MOVED that the City Council modify the water reservation agreement to allow the reservation prior to the final plat approval with a stipulation that the development is annexed into Highland. Council Member Kurt Ostler SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 5:0.

7. MITCHELL HOLLOW BASEBALL FIELD

The City Council will discuss a joint public private partnership for the improvement and maintenance of the Mitchell Hollow Baseball Field.

City Administrator/Community Development Director Nathan Crane stated that they had a baseball field at Mitchell Hollow Park, and it was currently not used, except for occasional warm-ups and pickup games. He had received a phone call from a resident who wanted to improve the area. A resident to the west had reported that they were willing to mow it so that it could be used. The staff wanted the field to be used in a similar fashion to how Heritage Park was used.

A Highland resident named Mr. Christofferson had a proposal where he would replace the infield with artificial turf and maintain the field. In return, he wanted priority use for 50% of the field up to three times a week. He also asked that the City secure the infield to prevent damage. City Administrator/Community Development Director Nathan Crane said that the City would secure the field and extend the existing fencing with an additional 300 feet. The City would also be responsible for reservations, and they would have to work out the details about how to secure reservations. They would also start to charge a fee for use of the field. Mr. Christofferson would also potentially receive a tax write-off for the cost of the transition from the grass that was there now to artificial turf. He estimated that the cost would be about \$80-100,000 and would have to be completed by the end of November.

City Administrator/Community Development Director Nathan Crane asked for initial thoughts and any concerns from the Council and said that he did not know if it would be possible to have this done by the end of November. He said that they also would need to compose a MOU draft on how the use and maintenance of the field would work with Mr. Christofferson. He explained that they did not have a MOU with the Heritage Park field, because Lone Peak had converted the dirt field and had priority use of the field. Mayor Rod Mann clarified that at Lone Peak they did preferential reservations.

Council Member Scott L. Smith asked what the cost to the City would be, and City Administrator/Community Development Director Nathan Crane estimated that it would cost about \$4-5,000 for the chain link fence installation. Council Member Scott L. Smith clarified that it would have to be done by the end of November for Mr. Christofferson to get the tax write-off, and assumed that Mr. Christofferson must already have people ready to work on construction of the field, if he anticipated that he could get it done in such a short amount of time.

Council Member Brittney P. Bills asked what the City's obligation for ongoing maintenance would be and City Administrator/Community Development Director Nathan Crane said that Mr. Christofferson would be responsible for the infield and the City would only have to mow the outfield, which they currently did.

Council Member Kim Rodela asked if Mr. Christofferson represented a league, and City Administrator/Community Development Director Nathan Crane explained that his use would primarily be for practices. He said he was involved with his kids and had coached teams in the past. City Engineer Todd Trane added that Mr. Christofferson also coached a not-for-profit travel league that his son was on.

Council Member Kurt Ostler asked what the time commitment would be for this, and City Administrator/Community Development Director Nathan Crane said that he had not specifically discussed the length of time that Mr. Christofferson would maintain the field for. He said that the City was in charge and could dictate those terms. Mr. Christofferson would just work with the City and in return they would book the field for him. Council Member Kim Rodela said that they could rent out the field and make revenue for the other 50% of the time when Mr. Christofferson was not using it. City Engineer Todd Trane added that Mr. Christofferson just wanted to book like any other resident, but the City would not charge him. The rest of the time the field could be used for any other person.

Council Member Kim Rodela commented that her kids played at Mitchell Hollow park and field. She thought it was a great baseball field, but it was unusable because it was not well maintained. She wanted to see it be used, and said she was all for it if someone was willing to come in and maintain it.

Council Member Kurt Ostler asked if the infield needed to be updated. City Engineer Todd Trane said that it was on them to remove the grass. He noted that it was amazing that they had a resident who was willing to update and maintain the field. He did note that they would have to figure out a solution as to who would maintain the field once Mr. Christofferson's son was grown. He had some concerns about entirely locking the field, but he felt that they needed to protect the kind of investment that Mr. Christofferson was going to put into it.

Council Member Kurt Ostler asked what the cost of the dirt field would be to the City, and City Engineer Todd Trane said that it was expensive to do it the right way. He anticipated that they would have teams from all over the county that would want to play on the field. Council Member Scott L. Smith said that the City could charge those teams to use the field and voiced his support for the plan.

Council Member Kim Rodela said that since Mitchell Hollow was an open space park, they should consider not charging the residents who lived in that area a fee to reserve the baseball field.

Council Member Kurt Ostler said that they should also see if there were any other offers. He said he was a little nervous that there had been no public comments, and he wanted to make sure that there were no other interested parties or proposals from other companies in regard to the field. Council Member Scott M. Smith pointed out that it was not very likely that there was anyone else who was willing to spend the amount that Mr. Christofferson had offered to, and only want to use the field three times a week in return.

Council Member Kurt Ostler brought up the Lone Peak baseball team, who had been given priority at Heritage Park although they did not maintain the field. He said that Arsenal soccer team had put in a soccer field and maintained it so that the City did not have to do anything, and they had entered into a 10-year agreement with the City.

City Engineer Todd Trane said that it would be an entirely artificial turf, and there would be no dirt on the perimeter of the field. City Administrator/Community Development Director Nathan Crane said that Mr. Christofferson wanted to ensure that the infield stayed smooth.

Mayor Rod Mann said that they needed to make sure that motorized vehicles did not go on the turf. City Engineer Todd Trane agreed, and commented that UVU and BYU had both done their fields with artificial turf and that recently, someone had driven a motorized vehicle on UVU's turf and that had ruined it. He said that they would need to make sure that the field was entirely fenced off and all access was blocked to avoid that from occurring at the Mitchell Hollow field. They would also have to lock the dugout, so if anyone wanted to use the field, they would need to make a reservation. Mayor Rod Mann said that would provide revenue, because right now people used the field without making a reservation and paying for use. City Engineer Todd Trane said that most fields in St. George or Las Vegas fields were all left locked when not in use.

Council Member Brittney P. Bills said that she supported the plan as long as they locked it. She thought that since the field had been vacant for so long, if anyone else had an intended use for it they would have already come to the Council, so she did not think they needed to worry about other potential proposals. She asked if they should still charge the fee to residents of the open space neighborhood.

Assistant City Administrator Erin Wells said that they charged for other open space areas. She referenced Town Center and Wimbleton, which were both open space parks and said that they charged all organized groups for

gatherings there, regardless of if they lived in the open space area. Mayor Rod Mann said that was a separate issue, and the only needed to decide if they wanted to allow this or not right then.

Council Member Kim Rodela said she was in favor. She wanted to see the parks used, and thought it was a good opportunity for them to make additional revenue.

Council Member Kurt Ostler asked if the fencing would be problematic in the winter since sledding and ice blocking were popular at that park. Council Member Kim Rodela said that it might be. City Administrator/Community Development Director Nathan Crane said they need to extend the fence that went from the dugout to the outfield. Council Member Kurt Ostler clarified that would be the City's expense to add and maintain the fence.

City Engineer Todd Trane said there were some concerns from the Public Works standpoint. He said that it would be an issue if metal was dropped in the turf, and that turf also got hot and he had heard of people burning their feet from walking barefoot on the turf. He said the main issue to consider was the long-term maintenance of the field after Mr. Christofferson's children outgrew it. Mayor Rod Mann said they could address that in the agreement. He also asked if the ground below the turf was the quality they would need, and City Engineer Todd Trane said that they would have to rework the ground there, and take out some material and bring in red clay.

Mayor Rod Mann said they would need a motion on this item. City Attorney Rob Patterson said they left it open so that it could be a motion if they needed to do it, but it did not say action item specifically. They would need a Council agreement if they wanted to move forward with Mr. Christofferson.

City Administrator/Community Development Director Nathan Crane said they could proceed at Mr. Christofferson's risk. The Council could tell him that they were okay with it, and they could stipulate that he needed to come back to them with a MOU that addressed some of their concerns with longevity. City Engineer Todd Trane said he was okay with that, and he would put together an agreement and bring it back to Council. Council Member Kurt Ostler said that they should include a clause about a renewal period in the agreement. City Engineer Todd Trane said that he would address how long Mr. Christofferson would maintain the field for in the agreement and said that the main thing to consider was if this was a positive thing for Highland residents.

Mayor Rod Mann suggested that they propose a motion, in order to give Mr. Christofferson more comfort. City Administrator/Community Development Director Nathan Crane agreed, and said that if he were about to spend that amount of money then he would want a motion from the Council.

Council Member Scott L. Smith MOVED that the City Council approve instructions to the city staff to draw up an agreement with Mr. Christofferson to establish a public/private partnership regarding the improvement and maintenance on the Mitchell Hollow Baseball field. Council Member Timothy A. Ball SECONDED the motion.

City Administrator/Community Development Director Nathan Crane asked if the Council was okay if Mr. Christofferson moved forward to meet his deadlines, and the Council said they were okay with him doing that at his own risk.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 5:0.

8. LIBRARY STRATEGIC PLAN

The City Council will discuss the strategic plan for the Highland City Library as proposed by the Library Board.

Library Director Donna Cardon said that on October sixth of 2020, the library had presented their updated strategic plan to the Council, and today she would cover the strategic plan in more detail as well as address any questions that the Council might have. She said that they needed a library program space. She stated that Highland Library had the third smallest square footage per capita of any library in Utah, and there were services that they were unable to offer due to their limited space. She said that there were no indoor spaces for large gatherings or any study rooms. She showed several pictures that highlighted their limited capacity, including photos of Story Time where the students had little space to sit. She also showed a photo of her office, where the early literacy kits were stored on her office floor as they had nowhere else to put them.

Library Director Donna Cardon said that with more space, they would be able to do things such as Makerspace, which was an area that had special equipment such as 3D printers or audio and visual recording. She said that they wanted to have a 3D printer but had nowhere to put it. Their current meeting room was being used to quarantine books, so as of right now they did not have a meeting room. She said that they did have a community center, but it was not set up for modern technology. She added that the ability to circulate non-standard items was a popular trend in libraries right now, where things like craft ideas or virtual reality sets were circulated, but the library was not able to do this due to their small space. She said another current library trend was to have an area dedicated to small businesses that was equipped with printers, computer programs like Photoshop, and business literature, and she said that the Highland Library would like to have space to provide that service as well.

Council Member Scott L. Smith asked if they would charge for all the ideas she had listed. Library Director Donna Cardon said that they could chose to charge a fee, but most libraries did not do that. She said that most libraries got grants for funding. Mayor Rod Mann pointed out that they would have to compete with other places that provided similar services. Library Director Donna Cardon replied that her vision was to have the space not be exclusive to the library but could also be used for things like community events, theater groups, banquets, or conferences. She said that they had an aging community, and the Senior Dinner was extremely popular, and they could do other activities for them. She also suggested they could have job or craft fairs, Highland fling events, or travelling displays that were organized by the State.

Mayor Rod Mann asked if the library five-year strategic plan included additional space for programs. Library Director Donna Cardon replied that the plan had a timeline that moved towards more space, and it would begin with a feasibility study to determine community support for the project. She clarified that the space would also be for the Arts Council and Historical Society. She and Council Member Scott L. Smith discussed that the area in question was the 1.66 acres that were located to the east of the police department. City Administrator/Community Development Director Nathan Crane said the area was 1.68 acres total.

Council Member Brittney P. Bills asked Library Director Donna Cardon what would happen to the old library building, and if they would move the book collection to the new space. Library Director Donna Cardon said that they would determine if the books should be left where they were now in the feasibility study. She said they would either expand the library collection in the new building or leave the entire collection where it was.

Council Member Kurt Ostler said that property had come up to the Council before, and he was not sure if past Councils had approved that area for library use. Council Member Scott L. Smith said that when he was on the previous Council, they had discussed the possibility of building a new library there, but at the time they had

wanted it to be a civic center for all uses. Council Member Kurt Ostler said he felt that a library would be a good use of the space but had concerns about funding. He said that the library would have to be responsible for funding, and he reported that a feasibility study that had been done last spring had shown that only 30% of their residents supported additional funding for the library. He wanted to ensure that the residents had bought in to the plan, and they needed to know if taxes would increase to fund the library projects.

9. FEASIBILITY STUDY FOR EXPANDED LIBRARY PROGRAMMING SPACE

Administrative

The City Council will consider authorizing the Library to contract with CRSA to complete a feasibility study for expanded Library program space. The Council will take appropriate action.

Library Director Donna Cardon said she would wait on the feasibility study to determine how it should be funded. She explained that they had planned to do an assessment in the spring of 2021, but she had recently gone to a library director's conference and heard about a company called CRSA, who had surplus COVID funds that they needed to spend. She said the company would give the library a steep discount on a feasibility study, which is why she wanted to do it now. She agreed that they needed to investigate the questions that Council Member Kurt Ostler had posed. Mayor Rod Mann clarified that the study would include a resident's survey to determine interest levels. Library Director Donna Cardon said that it would have public meetings and open houses as well as surveys. She said CRSA would do whatever steps Highland thought was needed.

Mayor Rod Mann asked what the time frame would be, and Library Director Donna Cardon said that it would begin before the end of the year. Mayor Rod Mann said that in the past, it had been perceived that the Council rushed things, and asked if this might also be perceived that way. He recalled that when they had put in pickleball courts the Council had received negative feedback from the community. He said the public might not appreciate that they just wanted to determine if the idea made sense or not. Council Member Scott L. Smith noted that it did not cost them anything to do a feasibility study but Council Member Kurt Ostler thought that doing the study would make them seem that they were amenable to the library expansion idea from the public's point of view.

Library Director Donna Cardon asked for two Council Members to be involved with a steering committee for the project, so that they would not build up expectations from the public that they might not be able to deliver. She thought it would be helpful to have one Council Member that was skeptical of the idea, so that they could consider things objectively. She pointed out that when residents were asked if they would spend more money on libraries, they thought only of the books collections, but this was a different concept and she felt if they residents better understood what the money would go towards then they might be more willing to spend more.

Council Member Kurt Ostler brought up that for the last five years, the residents had consistently said they did not want to increase spending on the libraries in surveys. He commented that he personally wanted to see the 1.68 acres used as a community center but did not know if now the right time was to do so. Council Member Scott L. Smith said that he did not think it would set up too much expectation from the residents if the Council asked their opinion on what should be done with the acreage.

Council Member Kim Rodela asked if their surveys had mentioned a library or a community center and thought that residents would have responded differently if they knew it was for a community center. She thought there were so many uses for a community center and said if the library was willing to spearhead the project and fund that then she was all for it. She said they needed to

Mayor Rod Mann said that it was good to see what options were out there, since they could last for years. They should determine what the cost to build and operate it would be in the feasibility study. Then people would know

what the cost would be, and they could find ways to mitigate some of the costs. Council Member Scott L. Smith said people might also be willing to donate once they knew more about the center.

Library Director Donna Cardon said that CSRA had told her it would cost about \$30,000 to \$40,000 to do the study, but Duchesne county library had recently had a study done that had only cost them \$10,000 so she did not know which number was more accurate. Still, she thought saving about \$3,000 to \$4,000 was enough incentive to do the study now.

Council Member Scott L. Smith said that the Library Foundation approved funding the study, so there was no cost to the City.

Council Member Kurt Ostler asked how much time would be required by the staff, and pointed out that cost aside, they needed to consider the time commitment that would go into it. He also clarified that the company would use \$25,000 of their COVID money and the Library Foundation would fund the remaining \$5,000. Library Director Donna Cardon confirmed that, and said that it would mostly take her time, which was okay because December was a slow time for the library as they had less programs during that month. She anticipated the steering committee would have members from the Arts Council, Historical Society, the library, and two Council Members, so she did not think it would take a significant amount of time from the staff.

Library Director Donna Cardon said it was a courtesy since the Library Foundation had already approved this, and she wanted to get Council approval although they could have moved forward without the Council. Council Member Kurt Ostler said that since she was a City employee, it did impact the Council directly. Council Member Scott L. Smith said he was supportive of the idea.

It was discussed that other organizations had considered the space in question for various purposes. Library Director Donna Cardon said that part of the feasibility study would be to investigate possible partnerships with other organizations.

Mayor Rod Mann thought they could potentially turn it into a shared space under a private and public partnership. He said there were many possibilities, and he thought they might get more responses if they if they could make the survey short, and he also thought they should tailor the library questions to this issue specifically in their main City survey. He thought it made sense to work on this collaboratively since there were several interested parties.

Council Member Brittney P. Bills said they needed to be clear that it was a feasibility study only and said that they needed to be careful with their wording.

Council Member Scott L. Smith MOVED that City Council approve the Library Foundation's request to do a feasibility study concerning the Civic Center with Library involvement and contract with CRSA to complete the study. Council Member Kim Rodela SECONDED the motion.

Council Member Timothy A. Ball asked if the study could include the potential of economic self-sufficiency for civic center, in terms of utilizing space to raise money to offset ongoing costs to the City. Library Director Donna Cardon said that could be part of the study.

Council Member Timothy A. Ball AMENDED the motion to include in the feasibility study the potential for financial self-sufficiency through different methods. Council Member Scott L. Smith SECONDED the motion.

Council Member Kurt Ostler AMENDED the motion to include that the Highland City Library Foundation will pay for the feasibility study.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 5:0.

Council Member Scott L. Smith restated his final motion.

Council Member Scott L. Smith MOVED that the City Council approve the commission of the feasibility study by the Highland City Library Foundation for new library programming space and possible civic center on the property east of City Hall which is 1.68 acres, with the following amendments:

- 1. The feasibility study will include the potential for financial self-sufficiency through different methods.*
- 2. The Highland City Library Foundation will pay for the feasibility study.*

Council Member Kim Rodela SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 5:0.

10. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS

a. Park Strips – Todd Trane, City Engineer

City Engineer Todd Trane outlined the issue, and said that the City had had a Water Advisory Board for several years, and the Advisory Board examined water issues in the City, and then sent their suggestions to the Council for them to review. On July 9th, 2019 they had held a board meeting and they felt that the proposal that had come from that board meeting had not been properly vetted to the Planning Commission and City Council, so City Engineer Todd Trane was going to go over that proposal that night in more depth for the Council to discuss it.

City Engineer Todd Trane said that they needed to preserve water and do so the Water Advisory Board had made a motion to eliminate park strips. He said it would not apply to current park strips but would keep more from being built. They also request that the development code be amended to allow for xeriscaping. Since then, they had updated the development code to allow for xeriscaping and other water-smart applications.

City Engineer Todd Trane explained that Highland was 90% developed and there were small sections of the town that developers could still go in and build on. He said that while the staff had created a change in their development code to conserve water, the Water Advisory Board wanted him to vet the first part of the motion to the City Council. He noted that if they eliminate future park strips, the 10% that had not been developed yet would be different than the rest of the City. He said things like fire hydrants, water meters, and PI connections

would go from the park strip to behind the sidewalk. There would be the same width on a right- of way, so there were pros and cons to it.

Mayor Rod Mann asked if the cities where this had been done had wider sidewalks, and City Engineer Todd Trane said that they currently had five-foot sidewalks, which was standard. Some cities that had monolithic sidewalks, which was curb and gutter, had gone to six or even eight feet. There would be water savings since many people who watered park strips either over-watered or sprayed into the street.

Council Member Scott L. Smith wanted to keep the park strips with the xeriscape. He thought that looked better than nothing and thought that it might look ugly otherwise.

City Engineer Todd Trane said if they did want to move away from park strips, he would have to go back and change their road cross-sections, and vet it through the Planning Commission. He explained that he did not want to do all that work if the Council was not in support of the idea, so he wanted to have a sense of the level of support from the Council. He asked if the Council supported the idea that they change the standards and specs for roadways in the currently undeveloped 10% of the City.

Mayor Rod Mann asked if City Engineer Todd Trane could come back at another meeting with more pictures and details of what it would look like. City Engineer Todd Trane said he could do that, and that the Water Advisory Board should come to a City Council meeting so they could explain the proposal in more depth.

Rental Policy with Covid Guidelines from State

Assistant City Administrator Erin Wells said that the staff wanted guidance from Council about their rental policy in terms of the state. She said that new guidelines from the state had contradictory information about rental policies, and they had come up with a plan but had some pushback from it. She said it mainly pertained to the Community Center, which was allowed to have casual social events of ten or less people since they were in a high-risk county. As well, any establishment that allowed gatherings were required to complete an event management template, and six-foot distancing between groups had to be observed. They had asked the state about that, and the state that replied that since they were a business who rented out facilities, they fell into that category. She added that the person who organized the event would have to explain how they would keep the event within COVID guidelines. There was vagueness about what constitutes a gathering versus what was organizational oversight.

Assistant City Administrator Erin Wells read the state definition of “casual social gathering,” which included individuals from separate households that did not provide organizational oversight, or had any commercial, educational, or political component. She gave the example of a bridal shower or baby shower. She said “organizational oversight” was defined as there being some sort of management structure in place, or a person in authority who ensured appropriate measures were in place at the event. She thought the state put them in a hard place and said their response could go in three different ways. She listed their options from the most restrictive to least restrictive option. She said they could choose to only allow funerals and weddings, like they did at the beginning of COVID. Another option was to allow casual social gatherings with 10 or fewer, exception funeral or wedding, larger events with organizational oversight, everyone must fill out event management template what they originally had come up with. If they wanted to hold a larger event, it would have to fall under the organization oversight category and all participants would have to fill the template out. Their third option was to allow any event as long as event management template is filled out. This was the least restrictive option, and Assistant City Administrator Erin Wells felt that they could do this and still be within the state guidelines. She and City Administrator/Community Development Director Nathan Crane had discussed that different types of events were not that different in terms of the risk of exposure. While they met the letter of the law, they might not meet the spirit of the law if they did allow larger social gatherings. She said the staff was torn, and they had gotten pushback from informal groups that wanted to hold their events as planned. City Administrator/Community

Development Director Nathan Crane said it was about to be the time of year that people had events like recitals and company parties.

Mayor Rod Mann said that they were a business, and if the state required people to fill out the template then the staff could provide language that worked for different kinds of events. He thought that would make it easier for people, and that way there would be no restriction on the type of event. As long as people followed the template, the people could do what they wanted, and it would be easier for staff as well. Assistant City Administrator Erin Wells agreed and said that would be absolutely easier for the staff. She said that they would not have someone there to monitor the events.

Council Member Scott L. Smith said that Alpine School district had reported they had very few numbers of kids who had had COVID. He also said that since there were companies that paid more for plasma if the donor had COVID, there were many university students that wanted to get COVID so they would make more money from their donation. He said that they needed to protect the most vulnerable and recalled that he had patient recently who had survived COVID but still had blood clots. He said she was in a life-threatening situation that could have been avoided if she had not been exposed.

City Administrator Erin Wells reiterated that as long as people filled out the template then they could hold their event. The template stipulated that households had to stay six feet apart, and it was discussed that a household was a family group. Council Member Kurt Ostler said this allowed people to make decisions for themselves.

Council Member Kim Rodela thought that the third option was best. She had faith that people would be responsible.

Council Member Brittney P. Bills was also in favor of the third option. She appreciated what the staff had done to encourage people to wear masks. Council Member Brittney P. Bills said she has been accused of not believing in the Constitution or being communist. Council Member Brittney P. Bills wanted it on the record that she does believe in the Constitution and she is not communist. She said she did not wear a mask because the government told her to, but because it made a large portion of the population more comfortable. She wanted there to be a genuine effort to fill out the form. She said they should ensure that people made a good effort with the form, and the Council should continue to provide a good example.

Council Member Kurt Ostler asked if Council Member Brittney P. Bills had concerns with the template. Assistant City Administrator Erin Wells said that if someone told the staff they wanted to have an event of 200 people, they would not allow it. She agreed with Council Member Brittney P. Bills that they needed to ensure that people sincerely tried to follow the guidelines. Council Member Brittney P. Bills said that she just wanted to make sure people made a good faith effort and said that she was just over the COVID crisis. Mayor Rod Mann said they needed to make sure that the forms were correctly filled out.

Council Member Kurt Ostler asked who would make the decision if they wanted to rent to larger groups, and Assistant City Administrator Erin Wells explained that requests were processed by their front desk clerk, and it would then be her or City Administrator/Community Development Director Nathan Crane's prerogative if they wanted to accept the request or not.

Council Member Kim Rodela asked if that met the guidelines of the application. Assistant City Administrator Erin Wells clarified that they did not make the rules, but just needed to follow them. She added it was sometimes hard to explain that to residents.

Council Member Kurt Ostler asked if that policy is strong enough that they could move forward with it, and Assistant City Administrator Erin Wells said that it would create less conflict between them and the residents.

She said they would proceed with option number three and would make sure to work with applicants to make sure they made a genuine effort to adhere to the guidelines.

b. Future Meetings

- October 27, Planning Commission Meeting, 7:00 pm, City Hall
- November 10, City Council Meeting, 7:00 pm, City Hall
- November 17, Planning Commission Meeting, 7:00 pm, City Hall
- December 1, City Council Meeting 7:00 pm, City Hall
- December 8, Planning Commission Meeting, 7:00 pm City Hall

ADJOURNMENT

Council Member Timothy A. Ball MOVED to adjourn the regular meeting and Council Member Kurt Ostler SECONDED the motion. All voted in favor and the motion passed unanimously.

The meeting adjourned at 10:25 pm.

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on October 20, 2020. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie Cottle
City Recorder

Welcome to the Highland City Council Meeting

October 20, 2020



7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann

Invocation – Council Member Timothy A. Ball

Pledge of Allegiance – Council Member Kim Rodela



UNSCHEDULED PUBLIC APPEARANCES

Time set aside for the public to express their ideas and comments on non agenda items. Please limit comments to three (3) minutes and state your name and address.



PRESENTATIONS

2a. Alpine School District – Rob Smith, Assistant
Superintendent/Business Administrator



ASD Fall 2020 Update - Highland City Council

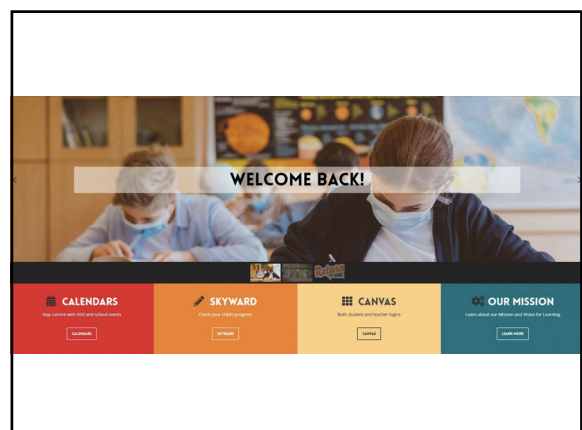
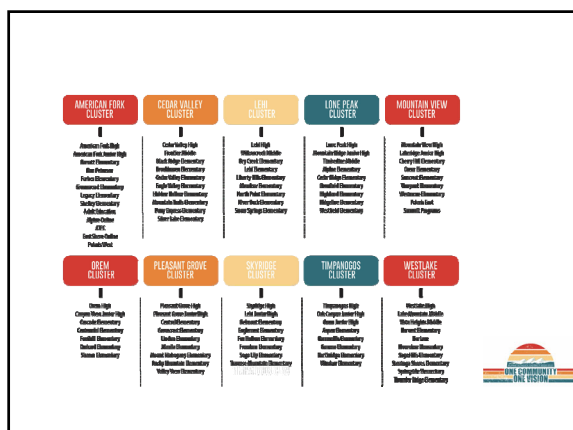
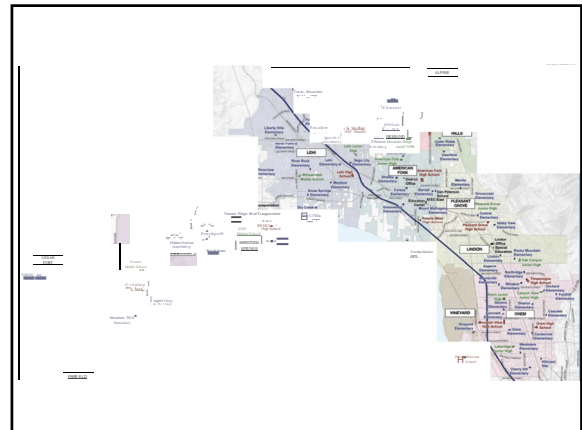


Amber Bonner - Board Member

Dr. Elizabeth Wilson,
Elementary Supervisor, North

Rob Smith,
Assistant Superintendent
Business Services







SECONDARY LEARNING

Option 1 LEARN AT SCHOOL

"MY STUDENT WILL ATTEND IN PERSON, FACE-TO-FACE"

In accordance with Governor Herbert's order, all students and employees are required to wear masks or face coverings at school. Masked and special needs exemptions will be honored.

Touch point cleaning increased daily in high-traffic areas.

A designated isolation/separation room at each school location for students who display symptoms while at school.

Option 2 LEARN ONLINE

"MY STUDENT WILL PARTICIPATE IN ONE OF THREE ONLINE OPTIONS"

Online learning is developed and support by ESD teachers. Parents who choose this option will be connected to a school staff with details of the program available at their school. These may include the following benefits:

- A** Consistent teacher-student relationship
- B** Blend of in-person and online learning
- C** Online district strategies supported

Schools will work with families in need of device/learning support.

Changes to any "option" can be made at the end of the term (October 19th).

Option 3 LEARN FROM PARENT

"I PREFER TO TEACH MY STUDENT (2-40) UNTIL THEY LIVE AT LEAST 100 IN 142"

Alpha Delta 6 is a home school format that offers one technology with support from an ESD Alpha Delta teacher.

East Shore Delta offers courses that fulfill all graduation requirements, get done not after all courses based at traditional high schools.

Will provide online instruction from content teachers throughout the district.

This is offered in areas where the school cannot support a particular course online, nor is it offered through East Shore Delta or Alpha Delta.

COVID-19 Dashboard

Alpha Delta District Summary of Active COVID-19 Cases

School	Active Cases	Recovered	Deceased	Total Cases
Alpha Delta District	181	96	237	404

Summary of Active COVID-19 Cases by School

School	Active Cases	Recovered	Deceased	Total Cases
Alpha Delta District	181	96	237	404

District Space Center Update

- 40' Planetarium Dome with Digistar 7
- 74 seat planetarium capacity + 4 wheelchair accessible locations
- Simulator capacity increased 50%
- 6 simulators with ability to accommodate 120 students
- The artist who created the hanging planets is Randy Royter <http://royter.snow.com/>

School Enrollment Trends in Highland

School	TOTAL	Previous Year	Change
Freedom Elementary	816	905	-89
Highland Elementary	725	774	-49
Ridgeline Elementary	905	927	-22
MRJH	1158	1192	-34
LPHS	2486	2463	+23

Review of School Capital Projects in Highland

Recent

- MRJH--\$2.1M--reroof, carpet, security, tennis courts
- LPHS--\$11.1M--reroof, playing fields, parking, security

Future

- Ongoing Renovations and Improvements



- 
- HIGHLAND CITY

INTERLOCAL AGREEMENT WITH AMERICAN FORK, CEDAR HILLS, AND PLEASANT GROVE ADMINISTRATIVE



GROUND LEASE AGREEMENT EXTENSION – AMERICAN TOWERS ADMINISTRATIVE

Item 5 - Action
Presented by - Nathan Crane, AICP
City Administrator/Community Development Director

Overview

- Background
 - Highland Water Company
 - 1999 Conditional Use Permit
 - 2001 Extension
- American Tower
 - Extend existing ground lease
 - 9 years on existing lease
 - 2019 continued
 - Lost 2 leases



Options

Options	Previous 2019 Offer	Current 2020 Offer
Option 1	Perpetual easement One time lump sum payment of \$200,000	Perpetual easement One time lump sum payment of \$235,000
Option 2	6 additional five year terms	6 additional five year terms
	One-time \$75,000 payment Monthly rent \$674 with an annual 4% escalation No revenue share	One-time \$75,000 payment Monthly rent increase to \$925 with an annual 4% escalation Current revenue share remains (\$200 a month)
Option 3	N/A	6 additional five year terms One-time \$15,000 payment Monthly rent \$701.87 with an annual 4% escalation No revenue share



AMENDMENT TO THE WATER RESERVATION AGREEMENT

ADMINISTRATIVE

Item 6 - Action

Presented by - Nathan Crane, AICP
City Administrator/Community Development Director

Overview

- City acquired water shares that were made available with the enclosure of the Murdock Canal
- In 2016 the Council directed staff to accept cash in-lieu of dedication for these shares
- 2016 City owed \$1,965,701
- Since 2016 City collected \$475,370
- Remaining Debt - \$1,490,331

Property

- 59 acres
- County
- Annexation Policy Plan
- Annexation into an adjacent city would be difficult

Vicinity Map



Proposal

- Perry Homes
 - Use all remaining 126 acre feet
- Current Reservation Agreement
 - Final Plat Approval
- Remove the Requirement Final Plat Approval
- “Purchase” Agreement by end of November
 - Assign to the property for future development
 - Annexation

Considerations

- 126 acre feet remaining
 - 42 acres
- One of the last remaining large parcels
 - Smaller parcels
 - Larger parcels
 - State, Patterson, Millhaven
- \$882,000 in revenue for the debt
 - \$608,331 remaining



JOINT PUBLIC/PRIVATE PARTNERSHIP – IMPROVEMENT AND MAINTENANCE OF THE MITCHELL HOLLOW BASEBALL FIELD *ADMINISTRATIVE*

Item 7 – Discussion

Presented by – Nathan Crane, AICP
City Administrator/Community Development Director





Draft Responsibilities

Mr. Christofferson

- Replace infield w/ artificial turf
- Maintain infield
- Priority use
- Use three times a week
- Secure the field so that the infield is not damaged

City

- Secure the field
- Extend existing fencing (292')
- Open use by reservation only
- Reservations
- Fee for use



LIBRARY STRATEGIC PLAN ADMINISTRATIVE

Item 8 - Discussion

Presented by - Donna Cardon, Library Director

Key Elements

- Programs
- Collection
- Capital Improvement

Why do we need "Library Program Space?"

- Highland Citizens are underserved compared to other communities.
 - Highland Library has the third smallest square footage/capita of any community in Utah (and that is only counting Highland residents, not Alpine or Cedar Hills).
 - There are many services we cannot offer because of space limitations.
 - The problem will only get worse as new planned housing developments raise the population of Highland.
 - Highland City has no indoor space for a large community gathering.
 - There are no study rooms and few small meeting rooms readily available to the community.



Why do we need "Library Program Space?"

- The Library is unable to offer services available at other libraries because of space.



How else could the space be used?



FEASIBILITY STUDY FOR EXPANDED LIBRARY PROGRAMMING SPACE ADMINISTRATIVE

Item 9 - Action

Presented by - Donna Cardon, Library Director



MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS

Item 8a - Park Strips

Item 8b - Future Meetings

- November 10, City Council Meeting, 7:00 pm, City Hall
- November 17, Planning Commission Meeting, 7:00 pm, City Hall
- December 1, City Council Meeting, 7:00 pm, City Hall
- December 8, Planning Commission Meeting, 7:00 pm, City Hall

Rental Policy Discussion

New State Guidelines for High Risk

- Casual social gatherings, such as family dinner, get togethers with friends, book club of 10 or fewer are permitted.
- Any establishment that allows public gathering, such as live events, movie theatres, sporting events, weddings, recreation and entertainment....Completion of Event Management Template is required.... 6' physical distancing between household groups

Casual Social Gathering vs. Organizational Oversight

- Casual Social Gathering
 - Individuals from separate households...that does not involve formal oversight from a sponsoring person. ...does not include a gathering for a primarily commercial, educational, political, religious, or similar purpose
- Organization Oversight
 - some sort of management structure actively overseeing the venue in which they occur
 - somebody in a position of authority is monitoring the event or venue to ensure appropriate COVID-19 prevention measures are in place

Three Options

1. Only allow weddings and funerals
 - Similar to the previous "orange phase"
2. Allow:
 - Casual social gatherings with 10 or fewer
 - Number exception for funerals and weddings
 - Larger events with "organizational oversight"
 - Everyone must fill out Event Management Template
3. Allow any event as long as Event Management Template is filled out