



## HIGHLAND CITY

# HIGHLAND CITY COUNCIL MINUTES

Tuesday, April 18, 2023

Approved June 6, 2023

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

### VIRTUAL PARTICIPATION



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



Email comments prior to meeting: [council@highlandcity.org](mailto:council@highlandcity.org)

## 7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Kim Rodela

Pledge of Allegiance – Council Member Brittney P. Bills

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:02 pm. The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Council Member Kim Rodela and those in attendance were led in the Pledge of Allegiance by Council Member Brittney P. Bills.

**PRESIDING:** Mayor Kurt Ostler

### COUNCIL MEMBERS

**PRESENT:** Brittney P. Bills, Timothy A. Ball, Kim Rodela, Sarah D. Petersen, Scott L. Smith

**CITY STAFF PRESENT:** City Administrator Erin Wells (electronically), City Attorney Rob Patterson, City Recorder Stephannie Cottle, Finance Director Tyler Bahr, Planner and GIS Analyst Kellie Smith, City Engineer/Public Works Director Andy Spencer, Police Chief Brian Gwilliam, Fire Chief Brian Patten

**OTHERS PRESENT:** Jon Hart, Todd Knowles, Jeff Thurman, Mike Martin, Douglas Cortney, Amy Brinton, Johnny and Sara McGill, Adam Brinton, Crosby Burrows, Sophia Gunter, Andrew Davis, Wesley Warren, Derek & Michelle Ellis, Eileen H. Miller, Chris Howden, Brent Pugh, Karalee Pettit, Jared Huish, Matthew Koofe, Will Parkes, Steve Hogan, Nathan Woodbury, Emma Bartholomew and several members of the Youth Council, Paul & Rachel Adams and family, Scott Blotter, Dan Stratton

## 1. UNSCHEDULED PUBLIC APPEARANCES

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

Doug Cortney stated he is the Chairman of the 2023 Highland Fling parade, and the Committee is looking to make a couple of changes to the parade and these changes will require an increase in the number of volunteers that support the event. He asked for assistance from elected officials and City staff in recruiting these volunteers.

Steve Hogan stated he addressed the Council about a month ago and will be addressing them regarding the same issue he spoke of in the last meeting, which is the replacement of the wood fence along Alpine Highway; the fence has become a safety issue and is also a blight on the area. He would like to understand who is responsible for the replacement of the fence; he has spoken with several neighbors and some of them recall instances of City employees performing maintenance of the fence. The work has been sufficient to create a tacit ownership or responsibility on the part of the City and residents are asking that be recognized by the City. He added that it is his understanding that the fence is essentially a 'theme wall' and should comply with Code requirements that would ensure uniformity along the entire stretch of the Highway. He stated that someone mentioned in the last meeting that the fence is the responsibility of abutting homeowners, but he wondered how that will be handled and if the many residents who live along the Highway will be required to coordinate the theme and color of the fence, as well as pay for replacement/maintenance of the fence. The alternative would be to have a hodge-podge of fencing along the corridor.

Mayor Ostler reported that this issue will be discussed later in the meeting under agenda item 8b.

Sara McGill thanked the Mayor and Council for listening to the concerns of residents regarding the lane configuration near Apple Creek. She also thanked the City for installing a traffic signal at 5600 West and Timponogas Highway, which has helped to decrease traffic in the area. She then addressed the fencing issue raised by Mr. Hogan; she shares his concerns about the deterioration of the fence and has similar questions about who is responsible for repairing or replacing and then maintaining the fence. She stated that residents have asked that other property owners, namely businesses and high-density housing developments, along the Highway be assessed an impact fee that could be used to address the issue, but that was not done. She stated that residents who live in her neighborhood have experienced impacts associated with changes in zoning that are not in line with their expectations when they initially chose to live there. She acknowledged that development and change is imminent, but people did not know that the area would be as busy as it is. She stated some repairs have been performed by the City over the last 17 years, but no significant improvements or replacements. She hopes that the City will recognize they are responsible for the fence and address its current condition.

Council Member Ball asked City Attorney Patterson to address Mr. Hogan's claim that the work performed by the City in the past has created tacit ownership or responsibility for the City. Mr. Patterson stated that the City does not own the fence or the property it sits upon. The fact that the City has performed some maintenance in the past does not automatically mean that the City owns the fence or should be responsible for ongoing maintenance unless the City agrees to accept that responsibility. The City helps with various types of maintenance throughout the City, but that does not mean the City assumes ownership of those properties in the future. He has not been able to find any document indicating the City owns the property or the fence.

Nathan Woodbury stated he and Mr. Hogan have been working on this issue together, both are interested in replacing the fence along their yard with precast concrete fencing, but they were told by the City that is not allowed because the fence is a theme wall, and they cannot change the theme. He stated that his property taxes recently increased by nearly three times, and he would love for some of that additional revenue to be used for beautifying the City.

Council Member Smith agreed the fence along the Alpine Highway looks awful and he thinks a joint effort between the City and the homeowners would be appropriate in order to beautify and improve it. He personally does not think wood fences are the best solution because they do not last as long as other materials. There has always been a misunderstanding about ownership of the fence, and it is time to address that issue.

## 2. PRESENTATIONS

### a. **Highland City Youth Council Presentation** – *Youth Council Representative*

A member of the Youth Council will give a report on the recent Easter Egg Hunt activity and any upcoming events.

Emma Bartholomew, Highland Youth Council Mayor, reported on the success of the recent Easter Egg Hunt, which drew over 1,000 children. There were 9,000 eggs collected by children at the event.

Mayor Ostler read a social media post about the Easter egg hunt; the person commented on the experience of their four-year old child at the Easter egg hunt. Other children gave the child some of their eggs after seeing that he did not collect any on his own. Mayor Ostler commented on the great work and service of the Youth Council and congratulated them on the success of the Easter egg hunt.

### b. **Donation to Mountain Ridge Park** – *Paul & Rachel Adams, Highland City Residents*

Paul and Rachel Adams will present a check to Highland City as a donation towards the playground at Mountain Ridge Park.

Mayor Ostler reported that in November 2021 a very special family come forward with an offer to make a large donation to Mountain Ridge Park. The Paul and Rachel Adams family has the park in their backyard, and they have donated \$500,000 to make sure there is a playground there to accommodate children of all abilities. He wished to recognize the Adams family for their generosity and for helping to create something that will be a lasting legacy in the community.

Mr. Adams stated that his family loves Highland and feels that this project is the right thing for the community; he is appreciative to the entire Mayor and Council for their efforts to see the project through. He concluded that he has made a significant investment in the City and enjoyed a great deal of success due to community support. Ms. Adams stated that they chose to repay the community for their support.

## 3. CONSENT ITEMS

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** *General City Management* – *Stephannie Cottle, City Recorder*

Regular City Council Meeting – March 7, 2023

### b. **ACTION: Plat Amendment – The Hollow Subdivision Plat B** *Land Use (Administrative)* – *Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public meeting to consider a request petitioned by Millhaven Development, representing Timothy and Wendi Oyler, to combine 3 residential lots into 1 residential lot. The Council will take appropriate action.

*Council Member Scott L. Smith MOVED that the City Council approve consent item 3a, the approval of meeting minutes of March 7, 2023 and item b, Plat Amendment – The Hollow Subdivision Plat B.*

*Council Member Brittney P. Bills 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 Sarah D. Petersen</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. ACTION: CONTRACT WITH GENEVA ROCK FOR ROADWAY TREATMENTS** *General City Management – Andy Spencer, City Engineer/Public Works Director*

The City Council will consider awarding a contract to Geneva Rock Products, Inc. for micro-surfacing maintenance treatments. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained the Council has previously authorized construction contracts for Canal Boulevard construction, Country Club Sewer upgrade, and 6800 West reconstruction. In addition, the Council has allocated budget funds for road surfacing treatments to properly maintain roads and extend the pavement life cycle. Geneva Rock has been awarded a large pavement treatment contract by UDOT in the northeast corner of Utah County. Because of their project proximity, they have provided competitive pricing for the micro-surfacing treatments for the City. Geneva's bid for the cost of the micro-surface project for all roadways is \$170,122. This amount does not provide for painting the speed bars on Canal Boulevard. Staff has requested an additional 10 percent contingency to allow for this painting to be added to the project; this contingency would be in addition to the 10 percent contingency normally allowed for unforeseen costs. The total cost of this project with contingency is \$204,146. Funding for this expense is anticipated in GL 41-40-71, Major Roads Maintenance within the FY24 budget. Mr. Spencer concluded staff recommends approval of the contract with Geneva Rock for micro-surfacing.

Council Member Smith stated that he has met with Mr. Spencer, and he appreciates his efforts to properly maintain roads in the City and extend their expected life; there has been an increase in density in the Ridgeview area of the City and some roads will be experiencing heavier use than in the past. On Canal Boulevard, he would like to add a third lane for turning to decrease the impact to the road shoulder. It is also important to have bike lanes on both sides of the road because sidewalks are more heavily used by pedestrians. He would like to sit down with representatives from the neighborhood and with The Boyer Company before striping the road to ensure an adequate number of lanes and a moderate speed limit. The road was designed to be a collector road, rather than an arterial road, and he is concerned about safety. Mr. Spencer stated it would be great to have those conversations to ensure the safety of the road when it is completed.

Mayor Ostler stated that some surface treatments that have been performed in the past result in increased noise on the roadway; he asked if the same is true for the micro-surface treatment. Mr. Spencer stated it is not the same treatment; chipseal treatment results in increased road noise, but micro-surface leaves a smoother surface. Mayor Ostler then referenced Council Member Smith's comments about Canal Boulevard and asked if there will be a strategy in the traffic calming toolbox to address that issue. Mr. Spencer answered yes; there will be different strategies to choose from for Canal Boulevard. Mayor Ostler then stated there is a new road called Featherstone, which serves as an access point from the High School and once that road is connected, there may be some turning radius issues. Mr. Spencer stated that is correct; the Council has discussed this issue in the past and has considered working collectively with developers to rebuild 10100 North; this should be done before Featherstone is connected and that should address the left turn issues from Canal Boulevard to Featherstone. It would be good for the work to occur in the summer months to avoid high school traffic.

Council Member Smith stated it would be great if the toolbox also provided a strategy for ingress/egress from the development that includes Costa Vida and Arby's. Mr. Spencer agreed.

Council Member Bills stated it is her understanding the contract before the Council tonight only relates to the micro-surface treatment, not the striping of Canal Boulevard. Mr. Spencer stated that is correct; staff can look into the issues related to Canal Boulevard and discuss the matter with the traffic engineer consultant that is working on the toolbox. Council Member Smith stated he would also like to see an automated speed sign on Canal Boulevard. Mr. Spencer suggested that be discussed as part of the review of the tentative Fiscal Year (FY) 2023-2024 budget, which will be presented to the Council on May 2.

*Council Member Kim Rodela MOVED that City Council APPROVE the contract with Geneva Rock Products, Inc. in an amount up to \$204,146 and AUTHORIZE the City Administrator to sign the contract documents with the acknowledgement that the paint striping on Canal Boulevard will be completed in accordance with the pending traffic control toolbox study finding and to include input from Council and residents.*

*Council Member Timothy A. Ball SECONDED the motion.*

Council Member Smith added that he would like for the City to solicit input from residents regarding changes to the configuration of Canal Boulevard. Council Member Rodela accepted that suggestion as a friendly amendment to her motion. Council Member Ball stated his second of the motion stands.

*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 Sarah D. Petersen</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.*

## **5. ACTION: CONTRACT WITH RC ENTERPRISE PAVING & CONSTRUCTION FOR STREET SWEEPING** *General City Management – Andy Spencer, City Engineer/Public Works Director*

The City Council will consider approving a contract with RC Enterprise Paving & Construction for the sweeping of Highland City streets. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained as a part of the approved FY 2023 budget, the Council approved street sweeping as a budgeted expense in the Storm Sewer Enterprise Fund. The street sweeping service is contracted to a provider that sweeps in the spring and fall. This year, the City placed a bid for sweeping services on the Utah State Procurement website with a two-week advertisement window starting on March 8, 2023. The bid was for one year with an option for up to three years with a fixed percent increase. The bidding window closed on March 28, 2023, with no bids being received. During the past three years, the City contracted with RC Enterprise Paving & Construction for street sweeping services and have been pleased with their work. Staff reached out to Riley Cherrington, owner of RC Enterprise Paving & Construction and he provided a bid of \$31,200 for the year 2023 with a seven percent increase over the years 2024 and 2025. In 2022, Highland City paid \$30,382 for these services. As such, RC Enterprises proposal was consistent with past contracts. Funding for this expense was included in the FY23 budget under GL 54-40-27, Storm Sewer Street Sweeping at \$20,000. As the full cost was not included in the budget, it will need to be funded by Fund Balance within the Storm Sewer Fund and will be included as part of the final budget adjustments unless otherwise directed by the Council. There is sufficient fund balance available for the budget adjustment.

Council Member Peterson asked if the City will actively look for other street sweeping contractors. Mr. Spencer reiterated that the City did not receive other bids after publicly advertising for the service. Staff is not opposed to going out to bid again next year.

*Council Member Kim Rodela MOVED that City Council APPROVE a contract with RC Enterprise Paving & Construction for street sweeping at a cost of \$31,200 for the first year, with an increase of 7% for each subsequent year for a total contract period of three years and authorize the City Administrator to sign the contract documents.*

*Council Member 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 Sarah D. Petersen</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.*

## **6. EXPEDITED**

### **a. ACTION: Plat Amendment – Mid-Town Highland Marketplace Subdivision Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst**

The City Council will hold a public meeting to consider a request petitioned by Joe Ham, representing MNG Highland Development LLC, and Paul Kroff, representing SBP Holdings Reverse, LLC, to adjust internal property boundaries. The Council will take appropriate action.

Planner & GIS Analyst Smith explained the City Council approved the final plat for Mid-Town Highland Marketplace Subdivision on July 5, 2022. On December 6, 2022, the City Council approved an amendment to the existing development agreement associated with this property. The amendment updated several improvements such as landscaping, signage, lighting, architecture, and the overall site plan. The proposed plat amendment is in the CR Zone and is designated as Commercial in the General Plan. The amendment only adjusts internal property boundaries. She noted that she has spoken with the applicant, who communicated his plans to start construction on the project in July pending Building Department review and approval of his application materials. Staff recommends the City Council accept the findings and APPROVE the final plat amendment subject to the following stipulations:

1. The recorded plat shall be in substantial conformance with the final plat received March 15, 2023.
2. Prior to recording, the recorded plat shall be revised as required by the City Engineer.

Mayor Ostler and Council Member Smith commented on the quality of the development proposal, which should bring some sit-down restaurants to the community.

*Council Member Sarah D. Petersen MOVED that the City Council accept the findings and APPROVE the amended plat for the Mid-Town Highland Marketplace Subdivision subject to the two (2) stipulations recommended by Staff.*

1. *The recorded plat shall be in substantial conformance with the final plat received March 15, 2023.*
2. *Prior to recording, the recorded plat shall be revised as required by the City Engineer.*

*Council Member 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 Sarah D. Petersen</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. DISCUSSION: CANTERBURY NORTH AND HIGHLAND HOLLOWS ENCROACHMENT** *Land Use (Administrative) - Kellie Smith, Planner & GIS Analyst*

The City Council will consider possible maintenance agreements, encroachment enforcement, or the sale of public property in the Canterbury North and Highland Hollow subdivisions. This item is for discussion only.

Planner & GIS Analyst Smith explained staff is seeking Council direction regarding whether to allow maintenance agreements, enforce encroachment, or bring back a resolution to the Council to allow for sale of property in the Canterbury North and Highland Hollow subdivisions. If the Council would like staff to prepare a resolution, staff recommends the Council determine which properties should be sold. She noted on August 2, 2022, the City Council directed staff to prioritize the Highland Hollow subdivision and then to continue with Council Member Bills providing a prioritization list to staff. Staff has worked with Council Member Bills to determine the next subdivisions for staff to enforce encroachment. On March 7, 2023, staff provided an update to the Council regarding what has been completed so far and next steps:

- Highland Hollow Conservation Easement Encroachments: Staff continues to work with the residents in Highland Hollow that have encroached next to Dry Creek. Four (4) site visits have been held, one (1) remediation plan has been approved, and two (2) more residents will be met with this spring.
- Wimbleton: Staff has recently received the surveyed locations of the utilities running throughout the Wimbleton open space. The City Engineer and Public Works Superintendents are working together to come up with a recommendation regarding how much property should be kept around these utility lines for the benefit of Highland City. This recommendation will be brought to the Council in an upcoming meeting.
- The next subdivision to be reviewed by the City Council is Canterbury North and the remaining properties in Highland Hollow. Following these subdivisions will be several subdivisions throughout the City that have two to three encroachments per subdivisions (Quail Hollow, Hidden Oaks, Meadow Lark Dr, Mercer Hollow, and Highland Town Center Meadows)

Ms. Smith presented a map that identified the types of encroachments in Canterbury North and Highland Hollow. An additional map also summarized staff's recommendations to the Council for each encroachment, as follows:

- Maintenance Agreements: For encroachments on property involving an existing or future trail, staff recommends the Council allow the residents to enter into maintenance agreements that meet the current maintenance agreement requirements. Part of the agreement would be for the resident to understand that the City is not liable for any removal or damage of their improvements due to trail maintenance (crack sealing, snow removal, etc.) or future trail construction. Staff also recommends the maintenance agreements adjacent to the future trail only be permitted up to the existing dirt trail. There is one (1) City owned parcel off of 10400 N that staff recommends the City Council allow for maintenance agreements. This parcel is part of the Highland Hollow subdivision. It is not related to nor adjacent to a park or trail. The Public Works department determined that there was a need for this parcel for drainage at the time the subdivision was developed.

- Removal of Encroachment: Staff recommends that all encroachments onto City property involving the future park by Dry Creek be removed, and no sale of property nor maintenance agreements be allowed.
- There were several properties along the Murdock Canal Trail that the Council approved for sale in 2021. All but three (3) property owners have purchased. Two (2) of the three (3) property owners are encroaching onto the City property that they did not purchase. Staff recommends the Council give them the option to either purchase, or remove the encroachment.
- Disposal of Public Property: Staff does not recommend that the City Council sell any of the Highland City property in the Canterbury North nor Highland Hollow subdivisions.

Mayor Ostler thanked Ms. Smith for her efforts and the great deal of time she has spent on this issue.

Council Member Smith referenced the future trails identified on the second map and he asked Ms. Smith to identify the planned future trail connections. Ms. Smith revisited the map and identified potential connections, but none of those connections have been finalized. Mayor Ostler stated the plan is to get the trails to the Murdock Trail, but it will be necessary to secure an easement across private property to accomplish that. The Council engaged in high level discussion regarding desires for future trail improvements and connections, many of which are dependent on private development activities.

Council Member Rodela stated she feels staff's recommendations are a great first step, but she would like to hear from residents who are most familiar with the area and its use. Mayor Ostler agreed, and he invited public input.

Brent Pugh identified the area in which he lives on one of Ms. Smith's maps; he was hoping that the future trail from the City Center that runs to the west would jog to the north and run behind the homes in the area to connect to the existing trail that currently dead ends. Mayor Ostler stated that area is very steep; the City already owns a 10-foot strip in the area, but does not own the trail behind the homes. Mr. Pugh stated he understands, but no one that lives in that area wants the trail in the location that the City has planned. They felt the plan he referenced would be more logical. The owners of the home at the end are most concerned because the trail would be within three to six feet of their home. Mayor Ostler stated that the property the City currently owns was deeded to the City and it would be difficult to justify acquiring other properties or relocating the trail. He added that the bridge that would be needed across the gully would be very expensive, possibly around \$100,000. Council Member Smith stated he would like to direct staff to research the suggestions that are being offered and evaluate the cost of the options available to the City. Mr. Pugh stated that each of the homeowners would buy the property behind their homes if it was available. Mayor Ostler stated that would result in the trail being moved behind other homes and the owners of those homes would be upset about that change. He added there is a trail that runs from the Murdock trail to the last home; there is just one section where the trail is missing.

Council Member Bills asked that the Council include street names on maps that are provided in support of future discussions of this issue.

Scott Blotter stated he lives in Canterbury North and his property borders the canal trail; he identified his home on Ms. Smith's map and stated the land easement for the trail next to his home is 25 feet wide and the trail would be exactly five feet from the windows on the rear of his home. The trail that is planned for the area is fairly wide and he does not feel that is necessary. He suggested the City consider minimum distance requirements for a trail to be setback from nearby homes. Mayor Ostler stated that the trail will be eight feet wide, it will not consume the entire 25-foot easement; the easement is wide to accommodate any utilities that may need to be placed there. City Engineer/Public Works Director Spencer stated that he does not know of any utilities in the area at this time, but there may be a need for some utilities associated with the pressurized irrigation pond. In another easement, there is a sewer and water line for Lehi City. Mr. Blotter stated there is a utility easement on nearly his entire back yard. He asked the Council to consider the distance from his home when developing the trail and set it back as far as possible from his home.

Mr. Smith then asked for direction from the Council. Council Member Smith stated he would like to walk the areas that have been discussed tonight and consider all options for connecting to the City Center trail. Mayor



Ostler stated that it would be good to hold a walking meeting as soon as possible so that any notices about the property can be sent as early in the year as possible as residents will be interested in any opportunities for using the property. Council Member Smith stated he is most concerned about the properties that are on the east side. Ms. Smith asked if the Council is comfortable with staff proceeding with action for the properties that are identified in red on her map. Council Members Rodela, Smith, and Peterson answered yes.

## **8. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS**

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

### **a. Flood Prevention Update – Andy Spencer, City Engineer/Public Works Director City**

Engineer/Public Works Director Spencer reported on the community sandbag day that was held last Saturday; there are about 70 pallets of sandbags prepared and he feels much more prepared to respond to flooding events in the community. The Mayor, Council, and staff then engaged in discussion about areas in the City where flooding has occurred and is likely to occur again as temperatures increase and the snowpack melts. There was also a brief discussion about the information that will be communicated to residents about use of secondary water for the 2023 summer season. Mr. Spencer stated he does not want to discourage conservation or go against the good habits people developed last year, but there are no restrictions at present, aside from encouraging residents to avoid watering during the heat of the day. Mayor Ostler asked if it would be helpful to ask residents to water during the day in order to lower the level of the pressurized irrigation pond if it is becoming too full due to fast snow melt. Mr. Spencer stated it could be a difference maker in the event the pond is very close to being full, but it is not something he would encourage on a regular basis.

### **b. Alpine Hwy Fence – Kellie Smith, Planner & GIS Analyst**

Planner & GIS Analyst Smith stated that staff has reviewed the City Council meeting minutes from 1995 that contain information about the Alpine Highway Fence. Developers who were working on projects along the highway agreed on the type of fence to be built and the City Council agreed that it was to be owned and maintained by property owners. The fence was considered a theme wall and that is why the current design is consistent. The current theme wall ordinance does not list wood as a permitted material. Staff agrees the fence should be replaced, but still believes it should be consistent and in compliance with the theme wall standards. She provided photographs of the types of fencing that would be considered to be theme walls, but noted that she understands it will be expensive to install certain types of fencing.

Council Member Smith stated that one of the problems is that residents have been told different things; he is interested in agreeing to a joint venture between residents and the City to give them some assistance in covering the costs of installing a new theme wall. He asked if other Council Members are interested; he would need to understand the costs of certain types of walls and if citizens are interested in a joint venture.

Mayor Ostler asked if there are other areas in the City where there is a similar situation. Ms. Smith stated there are other theme walls, but no intent of any of those walls to be owned or maintained by the City. She noted there are no other wood fences in the City similar to what exists on Alpine Highway.

Council Member Rodela asked if there is any documentation of any City employee telling a resident that the City owns or is responsible for maintaining the fence. Ms. Smith answered no, but she does know that several City staff members did believe the fence was the City's responsibility.

Council Member Bills asked if there is any documentation associated with the property about the fence. Ms. Smith answered no. Council Member Bills asked if the City can charge some sort of impact fee to generate funds to cover the cost of a new fence, as was suggested by Mr. Hogan earlier in the meeting. City Attorney Patterson explained impact fee revenue can only be used for new improvements associated with new development in the City and they could not be used for this type of issue.

Council Member Ball asked if there is an existing City statute that requires uniformity of the fence and if the City can adopt an ordinance that would prevent property owners from installing a patchwork of fencing types. Mr. Patterson explained it would be difficult to adopt an enforceable ordinance or an ordinance that would not be challenged that would result in a property owner installing a certain fencing type that would cost thousands of dollars. Council Member Ball stated he is unsure why the Council is having this discussion; the City should not be legislating beauty and should only be focused on safety. Mr. Patterson agreed that so long as a property owner installs fencing that meets the City's fencing standards, the City should not prohibit fencing that does not meet the definition of being uniform. Requiring uniformity could be considered a form of a property taking.

Council Member Rodela stated she does not think the City should do anything that could set a precedent where the City is expected to replace, repair, or maintain fencing on private property. Council Member Peterson agreed. Mayor Ostler asked if the City's participation in some form of maintenance of the existing fence in the past has set that type of precedent. Mr. Patterson answered no; there is no requirement for the City to maintain the fence or to participate in its replacement, but the City can choose to do that if they feel it is important to ensure uniformity of the fencing along Alpine Highway. Council Member Smith stated he understands the concern about setting a precedent, but there has been a great deal of confusion about the ownership of the existing fence, and he feels the Council should act as problem solvers and help the residents correct this issue.

Council Member Bills asked if there is any way to determine whether the property owners were told that the fence was their responsibility or if the assumption is simply that they should have understood that when they purchased their home. Mayor Ostler stated it would be difficult to determine that because the fence was built 30 years ago; however, he invited public input and asked those residents who choose to speak to address Council Member Bills' question.

Nathan Woodbury stated that he and Mr. Hogan started planning to replace their fencing a year ago so they reached out to the City about their project; the email he received from Ms. Smith stated "the fence is actually City owned and maintained, which I am sure you are aware of. The main issue is that the fence is actually a theme wall, and it is meant to be a theme wall along the Alpine Highway." Others have told him and other residents that they do not own the fence and should not touch it. He and Mr. Hogan redid their perimeter fencing at the same time to keep their costs lower and they would have done the fencing along Alpine Highway if they had permission.

Mayor Ostler agreed it is less expensive to replace or install new fencing if more property owners participate, but it can be difficult to coordinate 10 different homeowners, especially for the replacement of a fence at the same time. He added that the perception is that the party that maintains something is also the party that owns it, and, in this case, the City has maintained the fence and that has created a question for property owners.

Amy Brinton stated that this is not a case of property owners not knowing who owns the fence or who should maintain it; rather, residents have been explicitly told that they should not touch the fence. Her son was working on his Eagle Scout project, and he came to the City to see if they needed help with anything and the Public Works Department told him they were struggling to dedicate labor hours to maintaining the fence and her son worked to raise funds and coordinate volunteers to help stain and paint the fence.

Sara McGill asked if the Council minutes provided by Ms. Smith earlier in the meeting only applied to the Cornerstone project. Ms. Smith answered no; it applied to the many different developers who completed projects along the Alpine Highway. Ms. McGill stated she has asked multiple Mayors and at least three different City

Council bodies about the fence and each time she has been told she could not change the fence because it belonged to the City.

Dan Stratton stated that now that he knows that he owns the fence and is responsible for its maintenance or replacement, he cannot afford the replacement. He asked if he can simply take down the section of fence along his property.

Mr. Patterson stated that the developers were required to install the theme wall as part of their development; now that the condition of development is satisfied, there is nothing that requires a property owner to keep the fence in place.

Ms. Smith stated staff is happy to work on an ordinance amendment that would clarify some of the points of interest that have been discussed tonight.

Steve Hogan stated that if there is a history of behavior, tacet contracts can be legally binding and enforceable in certain instances and he suggested that the City explore further whether a tacet agreement has existed for nearly 30 years. He asked Ms. Smith to clarify her statement in the email to Mr. Woodbury. Ms. Smith stated that she sent the email after discussing the matter with employees in other areas of the City who had a great deal more institutional knowledge than she has. However, after the issue was raised at a City Council meeting, she researched the past City Council minutes and found the information from 30 years ago. Mr. Hogan stated that for the record, he would like to state that Ms. Smith's communication to residents is proof of a tacet agreement that has been made regarding the ownership and maintenance of the fence. He stated that this is a conundrum; residents understand the Council's fiscal responsibility to the entire City. Replacing the fence would not be cheap, but it would be a one-time investment and one that will be low maintenance going forward. The reason that this is being discussed is that the City is mandating something on private property; if it is the owners' responsibility, they should be able to do what they want rather than being required to install a theme wall. Mayor Ostler stated that there are land use codes that apply throughout the City and on other private properties. Mr. Hogan stated that if one property owner in the middle of Alpine Highway installs one type of fence, and others on either side of him leave wooden fence, he is unsure that the fence can still be classified as a theme wall. Ms. Smith stated that the City Code does not specifically state that the theme wall should be maintained in perpetuity; the theme wall regulation was imposed at the time of the initial development, and there are no other maintenance requirements outside of the City's typica fencing standards.

Council Member Peterson stated it is clear that residents received direct communication from the City that the City owns the fence. They chose not to take action to replace the fence because they understood the City owned and had maintenance responsibility for the fence. She stated the public input has changed her opinion and she would like to understand the potential costs associated with participating in replacement of the fence. Mr. Spencer stated that the City is installing six-foot precast concrete fencing on 6800 West and the current price for that type of fence is \$126.00 per foot. The cost since the project was bid has likely increased to \$135.00. Council Member Ball asked how long the theme wall on Alpine Highway is. Mr. Spencer stated he can get that information for the Council. Council Member Ball then stated that he disagrees with Mr. Hogan's implication that the communication residents have received from the City has created a tacet agreement; he noted Mr. Hogan stated on the record that it is a fact that the City is responsible for the fence due to that tacet agreement. Council Member Ball disagreed and stated that fact remains to be determined.

Mayor Ostler stated that it is clear the City has performed some maintenance of the fence, but the City has never tried to replace the fence. It would be appropriate for the entire Council to consider whether replacement of the fence would benefit all taxpayers and he expects that the replacement would cost upwards of \$500,000. He stated that he would be willing to support continued maintenance of the fence, but if a resident wants to take down the fence and replace it, they have the right to do that.

Council Member Peterson asked if the fence can still be maintained or if it has exceeded its useful life. She would also like to understand the cost of replacing the fence before considering whether to completely cover the cost or participate in the cost of the fence with residents. She thinks it is clear that the City has told the residents that the City is responsible for the fence, and she feels that puts the City in a difficult position and she needs to consider that matter further. Council Member Bills agreed and asked how many homeowners have property that touches the fence; she noted it would be difficult to compel all residents to participate in replacement of the fence. Council Member Rodela agreed and stated that the City could communicate to residents that the City is willing to participate in cost sharing, but only if they participate in the project at this moment. Ms. Smith stated there are approximately 30 homes along the fence.

Council Member Smith stated this is a difficult situation and he agrees with the need to be fiscally conservative; however, he feels that a joint venture may be a solution to this issue. Anything that beautifies the City helps to make it a desirable place to raise families and that is a benefit to all residents. He would like to understand the expenses of the fence and what the City's options are, but he is willing to consider a joint venture.

Council Member Ball stated that in the beginning he felt the facts were black and white, but he agrees with Council Member Peterson's comments about the City possibly having an ethical responsibility to address the situation due to information that the City has provided to residents. He also agreed that beautification of the City benefits all residents, but he needs to understand the costs of the project and the level of participation that would be appropriate for the City.

Mike Martin stated that as he has observed this meeting, he has learned of many other expenses the Council has approved for projects like striping a road and sweeping streets; these projects will beautify the community and the same consideration should be given to the property owners that live along Alpine Highway. The condition of the fence is a reflection of the community and everyone that drives down the road gets an image of the City based upon how the fence looks. There has been a tremendous amount of confusion about ownership of the fence, and he asked the Council to consider how they would like to be treated if they lived along the road. He feels the City needs to adjust its priorities; there has been a great deal of focus on the trails, but not everyone uses the trails. He suggested additional discussion and negotiation between the City and the residents that live along this roadway.

Mr. Spencer asked for direction from the Council regarding the type of fencing they would like to install in order for staff to gather costs. The Mayor and Council discussed this question and determined they would prefer costs for precast concrete similar to other recent projects in the community. The Mayor suggested that residents reach out to the Council to provide additional input regarding this matter or invite them to their property to observe the condition of the fence. He advised that this will be a discussion point as the Council moves through creation of the budget for the next FY.

**c. Trail Corridor & Chain Link Fencing for Municipal Facilities – Kellie Smith, Planner & GIS Analyst**

Planner & GIS Analyst Smith reviewed Section 3-612 of the City's development code, which regulates chain link fencing for municipal facilities. She presented photographs of different City trails and facilities that currently having fencing around them; the potential amendment for which the staff is seeking feedback is whether to allow fences to deviate from current standards for the benefit of the public and public facilities.

Council Member Smith stated there are some instances in which he feels deviation is appropriate; for a 20-foot corridor, he feels that open fencing is preferred. However, in the wider trail corridors that are 30 or 40 feet, open fencing will be problematic, and he would like to allow a permanent fence in those areas. He asked if City staff has discussed this issue with the residents who will live in The Hollows to see how they feel about the fencing issue. Ms. Smith stated that the only open fences are located on the east side of the trail and the width of that

corridor is greater than 30 feet; she added that the fencing regulation applies to any property adjacent to a trail, not just open space subdivisions. Mayor Ostler stated that some of the property owners could be given the opportunity to purchase property that is just five feet from the trail, and it is important to determine fencing standards for those cases. Ms. Smith stated that the current regulations would be imposed; properties within less than 20 feet from the trail should only erect open fencing. The Council engaged in discussion with Ms. Smith regarding safety issues that could arise for property owners along the trail corridor; they also heard input from Police Chief Gwilliam about the issue, who noted that he does not see any problems with allowing solid fencing, that are six feet tall, on trail corridors that are 30 feet wide. Council Members Smith, Rodela, and Peterson supported allowing solid fencing on 30-foot-wide corridors, but any corridor under 30 feet will still need open fencing. Ms. Smith stated this issue can be addressed in an upcoming zone text amendment pertaining to fencing. She summarized the remainder of the amendment relating to the use of chain link at public facilities, namely parks. The Council briefly discussed the durability and appearance of chain link, after which they concluded they are willing to consider the text amendment to allow chain link at public facilities. Council Member Smith stated his only concern about allowing chain link on City properties is that the fencing type has been outlawed for the rest of the residential properties in the City. Council Member Rodela stated she is fine giving the City an exception because most of the public facilities where the chain link will be located are outside of residential areas. Council Member Bills agreed.

**d. Storm Drainage, Fence Height, and Parkway Detail** – *Kellie Smith, Planner & GIS Analyst*

Planner & GIS Analyst stated City staff is working to update Parkway detail regulations, as well as regulating pertaining to storm drainage on City property and fencing heights; She briefly summarized the purpose of the amendments and noted that they will be considered by the Planning Commission in the coming weeks, after which they will be provided to the Council for consideration. There was a brief discussion about the manner in which fence heights will be measured on properties with a steeper grade, with Ms. Smith noting that developers have asked for a negative slope from the sidewalk to their fence, but staff is working to ensure proper drainage from a fenced area to the public right-of-way.

**e. GRAMA and Retention Schedule** – *Rob Patterson, City Attorney* (8:45 pm – 10 min)

City Attorney Patterson stated a little over a year ago, he and City Recorder Cottle presented a code amendment to the City Council regarding government records and retention schedules; the Council had some concerns about retention schedules, but was supportive of code amendments that would streamline records management in the City. Given that position, staff would like to adopt and adhere to the State of Utah retention schedule, but is looking for direction from the City Council regarding how they want to handle the issue. Council Member Smith suggested that City Administration bring a formal recommendation to the Council for consideration. Mayor Ostler asked Mr. Patterson for some examples of differences between the City's retention schedule and the State's retention schedule. Mr. Patterson stated that the City's schedule has not been updated for years, so that is the main source of the problem. The State has adopted multiple retention schedules and there are three or four different schedules for similar records. Emails, for example, are identified in several different schedules and there are different rules depending upon the subject matter of purpose of the email. The same is true for contracts or payments associated with a contract. Staff's recommendation is to adopt a policy that would cause staff to default to the schedule with the longest retention period for similar document types. The Council and Mayor stated they would like Mr. Patterson and Ms. Cottle to develop a simplified retention schedule and present it to the Council for review and action. Mayor Ostler noted the most important thing is for the City to be in compliance with State Code relating to records management.

*Council Member Scott L. Smith MOVED to extend the meeting to 10:12 pm.*

*Council Member Brittney P. Bills SECONDED the motion.*

*All voted in favor and the motion passed unanimously.*

**f. February Financial Report – Tyler Bahr, Finance Director**

Finance Director Bahr provided the February Financial Report; as of February 28, eight months, or 66 percent, of the Fiscal Year (FY) has lapsed; tax revenue is at 72 percent of budgeted revenues, and this includes property taxes and sales taxes. Licenses and permits revenue are at 72.4 percent, which is slightly higher than projected. Intergovernmental revenue includes the City's American Rescue Plan Act (ARPA) distribution from July as well as the City's B&C and County Option sales tax revenue. He then discussed highlights relating to open space property sales revenues, road capital reimbursement, and impact fee activities.

Council Member Smith stated these reports are very helpful. He referenced a comment made by a resident earlier tonight about the use of property tax revenue and stated it would be good for the City to communicate to residents that it has not increased taxes in the past 15 years and the increases they are experiencing are a result of increased property values as well as tax increases approved by other taxing entities, such as the Alpine School District. Mr. Bahr stated that is correct. The City's certified tax rate has actually been adjusted downward to offset increases in property values. Mayor Ostler noted the City has chosen to implement fees to cover specific costs in the City, rather than increasing property taxes.

**g. Alpine Food Storage Update – Kurt Ostler, Mayor**

Mayor Ostler reported he received an email from Chirine Wadsworth indicating the new Alpine Food Storage facility passed inspection by the Fire Marshall on April 11. They are starting to move their inventory to their new location but are awaiting additional inspections from American Fork. They plan to open on May 15.

Council Member Smith thanked Ms. Smith for doing a great job addressing the Alpine Food Storage property. He noted that the Council has received complaints about other home-based businesses in the City and those issues will be forwarded to the City's Code Enforcement Officer.

**h. Future Meetings**

- April 24, Budget Work Session, 7:00 pm, City Hall
- May 2, City Council Work Session & Regular Meeting, 6:00 pm, City Hall
- May 10, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- May 16, City Council Work Session & Regular Meeting, 6:00 pm, City Hall
- May 23, Planning Commission Meeting, 7:00 pm, City Hall

**9. CLOSED Session**

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

*At 10:12 pm Council Member Scott L. Smith MOVED that the City Council recess to convene in a closed session to discuss pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

*Council Member Timothy A. Ball                      Yes*

|   |            |
|---|------------|
| <i>Council Member Brittney P. Bills</i> | <i>Yes</i> |
| <i>Council Member Sarah D. Petersen</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 unanimously.*

*Council Member Scott L. Smith MOVED to adjourn the CLOSED SESSION and Council Member Sarah D. Petersen SECONDED the motion. All voted in favor and the motion passed unanimously. All voted in favor and the motion passed unanimously.*

*The CLOSED SESSION adjourned at 11:01 pm.*

## **ADJOURNMENT**

*Council Member Sarah D. Petersen MOVED to adjourn the regular meeting and Council Member Timothy A. Ball SECONDED the motion. All voted in favor and the motion passed unanimously.*

*The meeting adjourned at 11:01 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 April 18, 2023. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie Cottle, CMC  
City Recorder

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Prior Council Direction

- Council has previously authorized construction contracts for Canal Boulevard construction, Country Club Sewer upgrade, and 6800 West reconstruction. In addition, Council has allocated budget funds for road surfacing treatments to properly maintain roads and extend the pavement life cycle.

7

Why Treat a New Road

Figure 6: PCI-Time-Cost Relationship

8

What is Micro-surface

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Canal Blvd

10

Alpine Highway (Sewer Project Repair)

11

6800 West

12

Motion to Approve

I move that City Council APPROVE the contract with Geneva Rock Products, Inc. in an amount up to \$204,146 and AUTHORIZE the City Administrator to sign the contract documents with the acknowledgment that the paint striping on Canal Boulevard will be completed in accordance with the pending traffic control toolbox study findings.

13



**CONTRACT WITH RC ENTERPRISE  
PAVING & CONSTRUCTION FOR  
STREET SWEEPING** *General City  
Management*

Item 5 - Action  
Presented by - Andy Spencer  
City Engineer/Public Works Director

14

Prior Council Direction

- As a part of the approved FY 2023 budget, the Council approved street sweeping as a budgeted expense in the Storm Sewer Enterprise Fund.

15

Motion to Approve

I move that City Council APPROVE a contract with RC Enterprise Paving & Construction for street sweeping at a cost of \$31,200 for the first year, with an increase of 7% for each subsequent year for a total contract period of three years and authorize the City Administrator to sign the contract documents.

16



**PLAT AMENDMENT - MID-TOWN  
HIGHLAND MARKETPLACE  
SUBDIVISION** *Land Use (Administrative)*

Item 6 - Expedited  
Presented by - Kellie Smith  
Planner & GIS Analyst

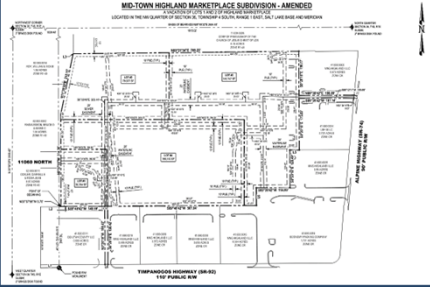
17

Prior Council Direction

- July 5, 2022 - Council approved the Mid-Town Highland Marketplace - Final Plat Amended
- December 6, 2022 - Council approved an amendment to the existing development agreement
  - Updated architectural themes, building locations, landscaping, signage, lighting, etc.

18

Plat Amendment




19

Motion to Approve

I move that the City Council accept the findings and APPROVE the amended plat for the Mid-Town Highland Marketplace Subdivision subject to the two (2) stipulations recommended by Staff.

20

  
**CANTERBURY NORTH AND HIGHLAND HOLLOW'S ENCROACHMENT** *Land Use (Administrative)*

Item 7 - Discussion  
Presented by - Kellie Smith  
Planner & GIS Analyst


21

Prior Council Direction

- August 2, 2022 - Council directed staff to prioritize the Highland Hollow subdivision and then continue with Council Member Bills providing a prioritization list to staff.
- March 7, 2023 - staff gave the Council an update on next steps
  - Highland Hollow
  - Wimbleton - recommendation will be brought to Council in an upcoming meeting
  - Canterbury North + rest of Highland Hollow
  - Quail Hollow, Hidden Oaks, Meadow Lark Dr, Mercer Hollow, & Highland Town Center Meadows (2-3 encroachments each)

22

Map - Encroachment Types



23

Map - Staff Recommendations



24

Staff Recommendation

Staff recommends the City Council give staff direction regarding whether or not to allow maintenance agreements, enforce encroachment, or bring back a resolution to the Council to allow for sale of property in the Canterbury North and Highland Hollow subdivisions.

If the Council would like staff to prepare a resolution, staff recommends the Council determine which properties should be sold.

25



FLOOD PREVENTION UPDATE

Item 8a – Communication  
Presented by – Andy Spencer  
City Engineer/Public Works Director

26

Community Sandbag Day



27

Sandbag Preparations



28

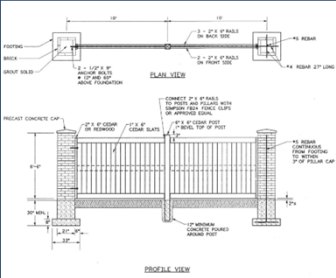


ALPINE HIGHWAY FENCE

Item 8b – Communication  
Presented by – Kellie Smith  
Planner & GIS Analyst

29

Alpine Hwy Fence Detail – Theme Wall



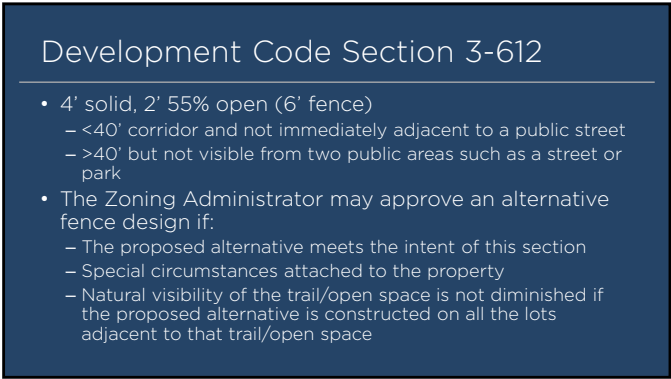
30



31



32



33



34




35



36



Municipal Fencing



37

Municipal Fencing




38

Municipal Fencing


- Potential Amendment - Fences for Highland City may be chain link. Fences and retaining walls for Highland City may deviate from these standards for the benefit of the public and public resources.

39

**STORM DRAINAGE, FENCE HEIGHT, AND PARKWAY DETAIL**


Item 8d - Communication  
Presented by - Kellie Smith  
Planner/GIS Analyst

40

**GRAMA AND RETENTION SCHEDULE**

Item 8e - Communication  
Presented by - Rob Patterson  
City Attorney

41

**FEBRUARY FINANCIAL REPORT**

Item 8f - Communication  
Presented by - Tyler Bahr  
Finance Director

42

Observations

- As of 28 Feb 2023 – eight months (67%) into FY23

| Q1                   | Q2                  | Q3                  | Q4    |
|----------------------|---------------------|---------------------|-------|
| <del>July</del>      | <del>October</del>  | <del>January</del>  | April |
| <del>August</del>    | <del>November</del> | <del>February</del> | May   |
| <del>September</del> | <del>December</del> | March               | June  |

*\*Includes mid-year budget adjustments Council approved in February*

43

Observations

General Fund (p. 1)

- Tax revenue at 72.1% includes property taxes that comes mainly in December and January; sales tax is on target with projections
- Licenses and permits revenue is at 72.4%, slightly higher than projection due to building permits
- Intergovernmental revenue includes the City's ARPA distribution from July as well as B&C and County Option sales tax

Open Space (page 2)

- Property sales revenue YTD = \$146K

44

Observations

Library (page 4)

- Majority of property tax received in Dec & Jan

Road Capital (page 8)

- Includes 6800 West project to be reimbursed (\$1.4MM reimbursement received in February); work is ongoing

Impact Fees (Capital and Enterprise Funds)

- Shifts in development activity – staff monitoring

45

Sales Tax

- FY2023 Budget = \$3.6MM
- February = \$357,231 / YTD = \$1,969,063
  - Six (6) months count towards FY2023
  - Last February = \$369,166 (decrease of 3%)
  - Was \$1,801,559 YTD thru February last year (up 9.3%)
- Rolling 12-month (thru February) = \$3,829,965

46

Questions?

Thank you!

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ALPINE FOOD STORAGE UPDATE

Item 8g - Communication

Presented by – Kurt Ostler

Mayor

48



### FUTURE MEETINGS

- April 24, Budget Work Session, 7:00 pm, City Hall
- May 2, City Council Work Session & Regular Meeting, 6:00 pm, City Hall
- May 10, Lone Peak Public Safety District Board Meeting, 7:30 am, City Hall
- May 16, City Council Work Session & Regular Meeting, 6:00 pm, City Hall
- May 23, Planning Commission Meeting, 7:00 pm, City Hall

Item 8h - Communication

49



### CLOSED SESSION

The Highland City Council has recessed the regular City Council meeting to convene in a closed session to discuss pending or reasonably imminent litigation, as provided by Utah Code Annotated §52-4-205.

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

50



## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee                                 | Amount     | Invoice GL Account |
|-----------|------------------|--------------|---------------|---------------------------------------|------------|--------------------|
| 02/23     | 02/09/2023       | 3370         | 600           | Rocky Mountain Power                  | 3,384.79   | M 55-40-19         |
| 02/23     | 02/09/2023       | 3371         | 600           | Rocky Mountain Power                  | 717.52     | M 20-43-23         |
| 02/23     | 02/09/2023       | 3372         | 600           | Rocky Mountain Power                  | 195.68     | M 10-70-32         |
| 02/23     | 02/09/2023       | 3373         | 600           | Rocky Mountain Power                  | 12,888.33  | M 55-40-27         |
| 02/23     | 02/09/2023       | 3374         | 625           | Utah State Tax Commission             | 8,053.42   | M 10-2223          |
| 02/23     | 02/16/2023       | 3375         | 226           | EFTPS/Withholding Payments            | 9,489.04   | M 10-2222          |
| 02/23     | 02/16/2023       | 3376         | 1531          | Home Depot Credit Services            | 66.00      | M 53-40-37         |
| 02/23     | 02/16/2023       | 3377         | 600           | Rocky Mountain Power                  | 1,624.76   | M 52-40-27         |
| 02/23     | 02/16/2023       | 3378         | 600           | Rocky Mountain Power                  | 5,530.25   | M 10-60-27         |
| 02/23     | 02/16/2023       | 3379         | 5314          | United HealthCare                     | 29,304.33  | M 10-2229          |
| 02/23     | 02/16/2023       | 3380         | 626           | Utah Retirement Systems               | 28,787.65  | M 10-2227          |
| 02/23     | 02/23/2023       | 3381         | 600           | Rocky Mountain Power                  | 1,261.23   | M 53-40-27         |
| 02/23     | 02/23/2023       | 3382         | 600           | Rocky Mountain Power                  | 1,838.16   | M 20-43-23         |
| 02/23     | 02/23/2023       | 3383         | 9692          | Wells Fargo CC                        | 84,702.59  | M 10-72-35         |
| 02/23     | 02/28/2023       | 3384         | 2128          | LegalShield                           | 155.50     | M 10-2229          |
| 02/23     | 02/28/2023       | 3385         | 226           | EFTPS/Withholding Payments            | 8,794.98   | M 10-2222          |
| 02/23     | 02/28/2023       | 3390         | 5337          | Liberty National                      | 338.31     | M 10-2224          |
| 02/23     | 02/28/2023       | 3392         | 625           | Utah State Tax Commission             | 30,627.25  | M 10-2223          |
| 02/23     | 02/08/2023       | 30087        | 9002          | Canyon Copy Express                   | 27.00-     | V 10-72-61         |
| 02/23     | 02/08/2023       | 30097        | 11198         | Jason Nelson                          | 150.80-    | V 10-58-38         |
| 02/23     | 02/08/2023       | 31533        | 5161          | Jacques & Associates                  | 3,900.00-  | V 41-40-79         |
| 02/23     | 02/02/2023       | 31847        | 1179          | American Heritage Life Insurance Co.  | 311.80     | 10-2229            |
| 02/23     | 02/02/2023       | 31848        | 11043         | Andy Spencer                          | 244.86     | 10-66-35           |
| 02/23     | 02/02/2023       | 31849        | 1947          | Batteries Plus Bulbs                  | .00        | V 10-43-34         |
| 02/23     | 02/02/2023       | 31850        | 9112          | BJ Plumbing Supply                    | 15.28      | 55-40-19           |
| 02/23     | 02/02/2023       | 31851        | 2023          | Bonneville Equipment Company          | 971.41     | 10-70-30           |
| 02/23     | 02/02/2023       | 31852        | 10399         | Davies Design Build                   | 1,000.00   | 70-2302            |
| 02/23     | 02/02/2023       | 31853        | 9909          | De Lage Landen Financial Services Inc | 196.69     | 10-43-24           |
| 02/23     | 02/02/2023       | 31854        | 1698          | East Penn Mfg. Co.                    | 606.12     | 10-60-57           |
| 02/23     | 02/02/2023       | 31855        | 10213         | Eric Budge                            | 1,000.00   | 70-2302            |
| 02/23     | 02/02/2023       | 31856        | 11442         | Frampton Flip LLC                     | 81.07      | 01-1175            |
| 02/23     | 02/02/2023       | 31857        | 1506          | Gateway Mapping, Inc.                 | 450.00     | 54-40-32           |
| 02/23     | 02/02/2023       | 31858        | 192           | Geneva Rock Products Co.              | 119,597.96 | 41-40-79           |
| 02/23     | 02/02/2023       | 31859        | 11392         | GMCO Willow Creek LLC                 | 10,230.80  | 10-60-52           |
| 02/23     | 02/02/2023       | 31860        | 11443         | Heidi & Anson Carter                  | 179.98     | 01-1175            |
| 02/23     | 02/02/2023       | 31861        | 225           | Ivory Homes                           | 698.12     | 01-1175            |
| 02/23     | 02/02/2023       | 31862        | 5309          | JackMorris                            | 433.87     | 10-70-48           |
| 02/23     | 02/02/2023       | 31863        | 5161          | Jacques & Associates                  | 3,900.00   | 41-40-79           |
| 02/23     | 02/02/2023       | 31864        | 11444         | Kathy Curtis                          | 293.39     | 01-1175            |
| 02/23     | 02/02/2023       | 31865        | 11445         | Mike Brown                            | 110.07     | 01-1175            |
| 02/23     | 02/02/2023       | 31866        | 11449         | Millhaven Homes                       | 3,000.00   | 70-2302            |
| 02/23     | 02/02/2023       | 31867        | 9206          | Mountainland Supply, LLC              | 4,753.47   | 55-40-41           |
| 02/23     | 02/02/2023       | 31868        | 2078          | ODP Business Solutions LLC            | 145.23     | 10-43-24           |
| 02/23     | 02/02/2023       | 31869        | 11440         | Rick Christensen                      | 1,000.00   | 70-2302            |
| 02/23     | 02/02/2023       | 31870        | 5301          | RMT Equipment                         | 391.11     | 10-70-33           |
| 02/23     | 02/02/2023       | 31871        | 10966         | Robison Home Builders                 | 2,000.00   | 70-2302            |
| 02/23     | 02/02/2023       | 31872        | 11446         | Ryan Byrd                             | 77.08      | 01-1175            |
| 02/23     | 02/02/2023       | 31873        | 9752          | Smith Steelworks, LLC                 | 114,341.00 | 40-40-78           |
| 02/23     | 02/02/2023       | 31874        | 11243         | Stephanie Shaw                        | 1,000.00   | 70-2302            |
| 02/23     | 02/02/2023       | 31875        | 11447         | Steven & Alexandria Hurley            | 93.95      | 01-1175            |
| 02/23     | 02/02/2023       | 31876        | 2126          | Stotz Equipment                       | 412.42     | 10-70-37           |
| 02/23     | 02/02/2023       | 31877        | 11284         | Stratton & Bratt Landscapes, LLC      | 220,203.26 | 40-40-78           |
| 02/23     | 02/02/2023       | 31878        | 10588         | SYMPHONY HOMES                        | 6,000.00   | 70-2302            |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee                                 | Amount     | Invoice GL Account |
|-----------|------------------|--------------|---------------|---------------------------------------|------------|--------------------|
| 02/23     | 02/02/2023       | 31879        | 1027          | Tayson Arnoldsden                     | 9.24       | 10-43-39           |
| 02/23     | 02/02/2023       | 31880        | 11450         | The Utah Asphalt Pavement Association | 675.00     | 10-60-33           |
| 02/23     | 02/02/2023       | 31881        | 1435          | TK Elevator Corporation               | 3,166.43   | 10-43-34           |
| 02/23     | 02/02/2023       | 31882        | 10798         | Tyler Bahr                            | 172.30     | 10-46-24           |
| 02/23     | 02/02/2023       | 31883        | 1024          | Verizon Wireless                      | 40.01      | 54-40-18           |
| 02/23     | 02/02/2023       | 31884        | 11127         | Weekley Homes LLC                     | 14,000.00  | 70-2302            |
| 02/23     | 02/02/2023       | 31885        | 11448         | Westates                              | 10.70      | 01-1175            |
| 02/23     | 02/02/2023       | 31886        | 11441         | Wolf Co                               | 1,000.00   | 70-2302            |
| 02/23     | 02/02/2023       | 31887        | 1077          | Workforce QA                          | 60.00      | 10-60-61           |
| 02/23     | 02/02/2023       | 31888        | 1947          | Batteries Plus Bulbs                  | 650.95     | 10-43-34           |
| 02/23     | 02/09/2023       | 31889        | 50            | Alpine City                           | 2,270.00   | 10-42-30           |
| 02/23     | 02/09/2023       | 31890        | 100           | American Fork City                    | 2,000.00   | 10-70-42           |
| 02/23     | 02/09/2023       | 31891        | 1622          | Aramark                               | 295.33     | 52-40-29           |
| 02/23     | 02/09/2023       | 31892        | 1019          | BISCO                                 | 4,896.54   | 21-43-18           |
| 02/23     | 02/09/2023       | 31893        | 2023          | Bonneville Equipment Company          | 362.86     | 21-43-26           |
| 02/23     | 02/09/2023       | 31894        | 9002          | Canyon Copy Express                   | 27.00      | 10-72-61           |
| 02/23     | 02/09/2023       | 31895        | 10609         | Cary Wise                             | 223.70     | 10-72-60           |
| 02/23     | 02/09/2023       | 31896        | 450           | Caselle, Inc.                         | 6,166.05   | 10-46-11           |
| 02/23     | 02/09/2023       | 31897        | 10096         | CentraCom                             | 1,158.17   | 10-43-28           |
| 02/23     | 02/09/2023       | 31898        | 172           | Central Utah Recorders Assoc.         | 60.00      | 10-47-21           |
| 02/23     | 02/09/2023       | 31899        | 1679          | Central Utah Water Cons. Dist.        | 109,056.82 | 53-40-74           |
| 02/23     | 02/09/2023       | 31900        | 11376         | Chemtech Ford Laboratories            | 525.00     | 55-40-30           |
| 02/23     | 02/09/2023       | 31901        | 1601          | Child Support Services                | 364.15     | 10-2230            |
| 02/23     | 02/09/2023       | 31902        | 1692          | Christensen Oil                       | 5,566.22   | 10-60-51           |
| 02/23     | 02/09/2023       | 31903        | 11451         | Christine Anderson                    | 340.00     | 10-35-10           |
| 02/23     | 02/09/2023       | 31904        | 1881          | CMT Engineering Laboratories          | 23,391.25  | 40-40-78           |
| 02/23     | 02/09/2023       | 31905        | 11225         | Commercial Tire                       | 1,494.76   | 10-60-57           |
| 02/23     | 02/09/2023       | 31906        | 1304          | DCD Transfer/Dunn Companies           | 157.92     | 55-40-41           |
| 02/23     | 02/09/2023       | 31907        | 241           | Dominion Energy                       | 186.47     | 52-40-19           |
| 02/23     | 02/09/2023       | 31908        | 10493         | ETJ Law, Inc                          | 5,362.50   | 10-49-31           |
| 02/23     | 02/09/2023       | 31909        | 10458         | Ferguson Waterworks #1616             | 348.80     | 55-40-41           |
| 02/23     | 02/09/2023       | 31910        | 9134          | Freedom Mailing Service               | 2,240.94   | 10-43-27           |
| 02/23     | 02/09/2023       | 31911        | 11392         | GMCO Willow Creek LLC                 | 23,850.80  | 10-60-52           |
| 02/23     | 02/09/2023       | 31912        | 1522          | Hadley Hutchings                      | 21.92      | 10-60-57           |
| 02/23     | 02/09/2023       | 31913        | 1630          | Hansen Law                            | 3,582.93   | 10-42-22           |
| 02/23     | 02/09/2023       | 31914        | 11196         | HFP Systems Inc                       | 1,000.00   | 10-43-25           |
| 02/23     | 02/09/2023       | 31915        | 10710         | High Speed Keys                       | 5,100.00   | 40-40-78           |
| 02/23     | 02/09/2023       | 31916        | 1207          | Honey Bucket                          | 159.50     | 10-70-50           |
| 02/23     | 02/09/2023       | 31917        | 222           | Ingram Library Services               | 2,539.78   | 22-43-50           |
| 02/23     | 02/09/2023       | 31918        | 9765          | Intermountain Regional Landfill       | 127.60     | 54-40-27           |
| 02/23     | 02/09/2023       | 31919        | 1396          | Intermountain WorkMed                 | 280.00     | 10-60-33           |
| 02/23     | 02/09/2023       | 31920        | 10584         | Interwest Supply Company, Inc.        | 16,446.12  | 10-60-58           |
| 02/23     | 02/09/2023       | 31921        | 5161          | Jacques & Associates                  | 3,900.00   | 41-40-79           |
| 02/23     | 02/09/2023       | 31922        | 11198         | Jason Nelson                          | 150.80     | 10-58-38           |
| 02/23     | 02/09/2023       | 31923        | 9697          | Jeff Murdoch                          | 22.70      | 55-40-41           |
| 02/23     | 02/09/2023       | 31924        | 9506          | J-U-B Engineers, Inc.                 | 1,116.00   | 10-66-31           |
| 02/23     | 02/09/2023       | 31925        | 9397          | Ken Garff Ford                        | 63.25      | 10-60-56           |
| 02/23     | 02/09/2023       | 31926        | 56            | Lone Peak Public Safety Dist.         | 411,637.79 | 10-54-31           |
| 02/23     | 02/09/2023       | 31927        | 11453         | Michael Hawkins                       | 1,000.00   | 70-2302            |
| 02/23     | 02/09/2023       | 31928        | 9206          | Mountainland Supply, LLC              | 740.30     | 55-40-38           |
| 02/23     | 02/09/2023       | 31929        | 588           | North Pointe Solid Waste Dist.        | 21,679.23  | 10-73-49           |
| 02/23     | 02/09/2023       | 31930        | 329           | Peak Wireless Service                 | 60.00      | 10-60-16           |
| 02/23     | 02/09/2023       | 31931        | 9870          | Rainbow Book Company                  | 127.15     | 22-43-23           |
| 02/23     | 02/09/2023       | 31932        | 10863         | RC Dent Contruction, LLC              | 2,000.00   | 70-2302            |
| 02/23     | 02/09/2023       | 31933        | 10910         | Rhino Pumps                           | 114,511.15 | 55-40-38           |
| 02/23     | 02/09/2023       | 31934        | 5301          | RMT Equipment                         | 52.17      | 10-70-33           |
| 02/23     | 02/09/2023       | 31935        | 10666         | Rock Canyon Excavation                | 20,723.75  | 10-60-37           |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee                                | Amount     | Invoice GL Account |
|-----------|------------------|--------------|---------------|--------------------------------------|------------|--------------------|
| 02/23     | 02/09/2023       | 31936        | 9359          | RPM Auto Parts                       | 81.25      | 10-70-33           |
| 02/23     | 02/09/2023       | 31937        | 11381         | Rugged Container, LLC                | 21,670.17  | 53-40-50           |
| 02/23     | 02/09/2023       | 31938        | 9734          | Rush Truck Center, Springville       | 732.48     | 10-60-58           |
| 02/23     | 02/09/2023       | 31939        | 2133          | Safety Supply & Sign Co. Inc.        | 505.70     | 10-60-48           |
| 02/23     | 02/09/2023       | 31940        | 11158         | Sisu Global, LLC                     | 5,512.50   | 10-66-31           |
| 02/23     | 02/09/2023       | 31941        | 1248          | Upper Case                           | 397.10     | 10-43-27           |
| 02/23     | 02/09/2023       | 31942        | 1061          | Utah County Auditor                  | 1,470.32   | 10-70-45           |
| 02/23     | 02/09/2023       | 31943        | 575           | Utah Dept. Workforce Services        | 393.00     | 20-43-14           |
| 02/23     | 02/09/2023       | 31944        | 650           | Utah State Treasurer                 | 1,663.88   | 10-42-31           |
| 02/23     | 02/09/2023       | 31945        | 9320          | Wheeler Machinery Co                 | 7,066.21   | 21-43-28           |
| 02/23     | 02/09/2023       | 31946        | 10705         | WM Corporate Services, Inc           | 447.15     | 10-73-50           |
| 02/23     | 02/16/2023       | 31947        | 500           | Timpanogos Special Service District  | 18,551.86  | 52-2132            |
| 02/23     | 02/16/2023       | 31948        | 500           | Timpanogos Special Service District  | 85,291.05  | 52-40-42           |
| 02/23     | 02/16/2023       | 31949        | 11043         | Andy Spencer                         | 941.76     | 10-66-35           |
| 02/23     | 02/16/2023       | 31950        | 155           | AT&T Mobility                        | 1,664.56   | 53-40-50           |
| 02/23     | 02/16/2023       | 31951        | 1019          | BISCO                                | 703.19     | 10-60-38           |
| 02/23     | 02/16/2023       | 31952        | 1461          | Blu Line Designs                     | 435.00     | 40-40-78           |
| 02/23     | 02/16/2023       | 31953        | 1140          | Blue Stakes of Utah 811              | 229.54     | 53-40-35           |
| 02/23     | 02/16/2023       | 31954        | 10400         | BT Engineering, PLLC                 | 16,215.79  | 10-66-31           |
| 02/23     | 02/16/2023       | 31955        | 1586          | Cedar Hills                          | 2,429.85   | 52-40-43           |
| 02/23     | 02/16/2023       | 31956        | 10832         | Clynn Young                          | 372.00     | 53-40-30           |
| 02/23     | 02/16/2023       | 31957        | 5374          | Codale Electric Supply               | 87.36      | 10-41-62           |
| 02/23     | 02/16/2023       | 31958        | 11454         | DAM Construction                     | 754.71     | 10-38-91           |
| 02/23     | 02/16/2023       | 31959        | 10098         | Evan Scott                           | 941.76     | 55-40-23           |
| 02/23     | 02/16/2023       | 31960        | 8180          | First Digital                        | 336.87     | 10-43-28           |
| 02/23     | 02/16/2023       | 31961        | 9102          | Fort Field Little Dry Creek Water    | 40.00      | 53-40-74           |
| 02/23     | 02/16/2023       | 31962        | 9743          | Great America Financial Svcs         | 112.00     | 10-43-24           |
| 02/23     | 02/16/2023       | 31963        | 1184          | HADCO Construction, Inc.             | 1,375.39   | 10-38-91           |
| 02/23     | 02/16/2023       | 31964        | 10710         | High Speed Keys                      | 1,700.00   | 40-40-78           |
| 02/23     | 02/16/2023       | 31965        | 11198         | Jason Nelson                         | 570.25     | 10-58-33           |
| 02/23     | 02/16/2023       | 31966        | 9506          | J-U-B Engineers, Inc.                | 887.50     | 10-66-31           |
| 02/23     | 02/16/2023       | 31967        | 9397          | Ken Garff Ford                       | 112.09     | 10-70-30           |
| 02/23     | 02/16/2023       | 31968        | 11375         | Legislative Executive Consulting LLC | 16,666.66  | 55-40-31           |
| 02/23     | 02/16/2023       | 31969        | 1291          | Les Olson Company                    | 243.94     | 10-43-24           |
| 02/23     | 02/16/2023       | 31970        | 240           | McGee's Stamp & Trophy Co.           | 35.00      | 10-43-24           |
| 02/23     | 02/16/2023       | 31971        | 10834         | Michale Smith                        | 372.00     | 53-40-30           |
| 02/23     | 02/16/2023       | 31972        | 9206          | Mountainland Supply, LLC             | 10,752.55  | 55-40-55           |
| 02/23     | 02/16/2023       | 31973        | 11397         | Musco Sports Lighting                | 109,766.00 | 40-40-78           |
| 02/23     | 02/16/2023       | 31974        | 10737         | Mystic Peak LLC                      | 6,505.00   | 54-40-46           |
| 02/23     | 02/16/2023       | 31975        | 11185         | Nelson Brothers Construction         | 50,697.54  | 52-40-73           |
| 02/23     | 02/16/2023       | 31976        | 2078          | ODP Business Solutions LLC           | 24.99      | 10-43-24           |
| 02/23     | 02/16/2023       | 31977        | 1882          | OverDrive, Inc.                      | 995.15     | 22-43-23           |
| 02/23     | 02/16/2023       | 31978        | 11283         | PineTop Engineering LLC              | 242.75     | 10-60-16           |
| 02/23     | 02/16/2023       | 31979        | 9359          | RPM Auto Parts                       | 4.22       | 10-70-30           |
| 02/23     | 02/16/2023       | 31980        | 11182         | Scott Townsend                       | 40.00      | 10-60-33           |
| 02/23     | 02/16/2023       | 31981        | 1623          | Stevens and Gailey                   | 1,425.00   | 10-42-34           |
| 02/23     | 02/16/2023       | 31982        | 10798         | Tyler Bahr                           | 492.80     | 10-46-33           |
| 02/23     | 02/16/2023       | 31983        | 2104          | Utah County Health Department        | 485.00     | 10-70-26           |
| 02/23     | 02/16/2023       | 31984        | 590           | Utah Local Governments Trust         | 1,357.59   | 10-2243            |
| 02/23     | 02/16/2023       | 31985        | 2072          | Van Bond                             | 941.76     | 55-40-23           |
| 02/23     | 02/16/2023       | 31986        | 2148          | Vanguard Cleaning Systems of Utah    | 3,427.00   | 55-40-19           |
| 02/23     | 02/16/2023       | 31987        | 11224         | West Coast Code Consultants          | 1,045.00   | 10-58-31           |
| 02/23     | 02/16/2023       | 31988        | 9320          | Wheeler Machinery Co                 | 63.00      | 53-40-50           |
| 02/23     | 02/16/2023       | 31989        | 11304         | YUP Fingerprinting LLC               | 113.00     | 10-43-26           |
| 02/23     | 02/23/2023       | 31990        | 5198          | Allred's Ace Hardware                | 297.17     | 10-43-34           |
| 02/23     | 02/23/2023       | 31991        | 2132          | Amazon                               | 102.82     | 22-43-23           |
| 02/23     | 02/23/2023       | 31992        | 11043         | Andy Spencer                         | 53.49      | 10-66-29           |

| GL Period     | Check Issue Date | Check Number | Vendor Number | Payee                            | Amount       | Invoice GL Account |
|---------------|------------------|--------------|---------------|----------------------------------|--------------|--------------------|
| 02/23         | 02/23/2023       | 31993        | 1622          | Aramark                          | 158.84       | 52-40-29           |
| 02/23         | 02/23/2023       | 31994        | 1019          | BISCO                            | 2,536.34     | 10-38-91           |
| 02/23         | 02/23/2023       | 31995        | 1692          | Christensen Oil                  | 4,349.48     | 10-58-25           |
| 02/23         | 02/23/2023       | 31996        | 5374          | Codale Electric Supply           | 2,710.16     | 10-41-62           |
| 02/23         | 02/23/2023       | 31997        | 11456         | Curtis Bullock                   | 530.94       | 10-70-35           |
| 02/23         | 02/23/2023       | 31998        | 11163         | D&Z Unlimited                    | 675.00       | 10-47-14           |
| 02/23         | 02/23/2023       | 31999        | 241           | Dominion Energy                  | 5,741.02     | 52-40-27           |
| 02/23         | 02/23/2023       | 32000        | 192           | Geneva Rock Products Co.         | 170,104.80   | 41-40-79           |
| 02/23         | 02/23/2023       | 32001        | 11199         | Holidaygoo                       | 807.00       | 10-72-63           |
| 02/23         | 02/23/2023       | 32002        | 5377          | Humphries                        | 105.44       | 10-60-47           |
| 02/23         | 02/23/2023       | 32003        | 222           | Ingram Library Services          | 603.93       | 22-43-50           |
| 02/23         | 02/23/2023       | 32004        | 2219          | Josh Castleberry                 | 530.94       | 10-70-35           |
| 02/23         | 02/23/2023       | 32005        | 9506          | J-U-B Engineers, Inc.            | 13,027.62    | 41-40-79           |
| 02/23         | 02/23/2023       | 32006        | 10833         | Mike Burns                       | 20.96        | 10-66-35           |
| 02/23         | 02/23/2023       | 32007        | 9206          | Mountainland Supply, LLC         | 990.00       | 55-40-41           |
| 02/23         | 02/23/2023       | 32008        | 8175          | Northwest Pipe Company           | 49.74        | 40-40-78           |
| 02/23         | 02/23/2023       | 32009        | 2078          | ODP Business Solutions LLC       | 144.62       | 10-43-24           |
| 02/23         | 02/23/2023       | 32010        | 1169          | PEPG Consulting LLC              | 800.00       | 40-40-78           |
| 02/23         | 02/23/2023       | 32011        | 342           | Provo Reservoir Water Users Co   | 29,336.71    | 53-40-74           |
| 02/23         | 02/23/2023       | 32012        | 9957          | Rock Mountain Technology LLC     | 4,075.10     | 57-40-25           |
| 02/23         | 02/23/2023       | 32013        | 600           | Rocky Mountain Power             | 318.10       | 10-60-28           |
| 02/23         | 02/23/2023       | 32014        | 9359          | RPM Auto Parts                   | 275.00       | 10-60-57           |
| 02/23         | 02/23/2023       | 32015        | 1285          | Rural Water Assoc. of Utah       | 1,661.00     | 55-40-21           |
| 02/23         | 02/23/2023       | 32016        | 2133          | Safety Supply & Sign Co. Inc.    | 510.75       | 10-60-48           |
| 02/23         | 02/23/2023       | 32017        | 2126          | Stotz Equipment                  | 172.17       | 10-70-33           |
| 02/23         | 02/23/2023       | 32018        | 2095          | Sunrise Environmental Scientific | 157.82       | 10-70-48           |
| 02/23         | 02/23/2023       | 32019        | 11455         | Tom Hanson                       | 500.00       | 10-41-33           |
| 02/23         | 02/23/2023       | 32020        | 2161          | Zions First National Bank        | 2,100.00     | 40-40-86           |
| Grand Totals: |                  |              |               |                                  | 2,157,428.18 |                    |

## Summary by General Ledger Account Number

| GL Account | Debit     | Credit      | Proof       |
|------------|-----------|-------------|-------------|
| 01-1175    | 1,544.36  | .00         | 1,544.36    |
| 01-2131    | .00       | 1,544.36-   | 1,544.36-   |
| 10-2131    | 954.45    | 811,418.14- | 810,463.69- |
| 10-2221    | 5,768.12  | .00         | 5,768.12    |
| 10-2222    | 12,515.90 | .00         | 12,515.90   |
| 10-2223    | 38,680.67 | .00         | 38,680.67   |
| 10-2224    | 338.31    | .00         | 338.31      |
| 10-2227    | 28,787.65 | .00         | 28,787.65   |
| 10-2229    | 29,771.63 | .00         | 29,771.63   |
| 10-2230    | 364.15    | .00         | 364.15      |
| 10-2243    | 1,357.59  | .00         | 1,357.59    |
| 10-35-10   | 340.00    | .00         | 340.00      |
| 10-38-91   | 4,726.44  | .00         | 4,726.44    |
| 10-41-33   | 590.00    | .00         | 590.00      |
| 10-41-60   | 1,160.00  | .00         | 1,160.00    |
| 10-41-61   | 193.25    | .00         | 193.25      |
| 10-41-62   | 2,797.52  | .00         | 2,797.52    |
| 10-42-22   | 3,582.93  | .00         | 3,582.93    |
| 10-42-24   | 70.43     | .00         | 70.43       |
| 10-42-30   | 2,270.00  | .00         | 2,270.00    |

| GL Account | Debit      | Credit  | Proof      |
|------------|------------|---------|------------|
| 10-42-31   | 1,663.88   | .00     | 1,663.88   |
| 10-42-34   | 1,425.00   | .00     | 1,425.00   |
| 10-43-24   | 855.02     | .00     | 855.02     |
| 10-43-25   | 1,051.63   | .00     | 1,051.63   |
| 10-43-26   | 113.00     | .00     | 113.00     |
| 10-43-27   | 461.85     | .00     | 461.85     |
| 10-43-28   | 1,710.35   | .00     | 1,710.35   |
| 10-43-31   | 2,947.50   | .00     | 2,947.50   |
| 10-43-34   | 5,190.55   | 129.00- | 5,061.55   |
| 10-43-35   | 5,509.66   | .00     | 5,509.66   |
| 10-43-38   | 89.81      | .00     | 89.81      |
| 10-43-39   | 952.13     | .00     | 952.13     |
| 10-43-49   | 8.04       | .00     | 8.04       |
| 10-46-11   | 6,166.05   | .00     | 6,166.05   |
| 10-46-24   | 172.30     | .00     | 172.30     |
| 10-46-29   | 159.50     | .00     | 159.50     |
| 10-46-33   | 977.80     | .00     | 977.80     |
| 10-47-14   | 675.00     | .00     | 675.00     |
| 10-47-21   | 155.00     | .00     | 155.00     |
| 10-47-30   | 62.81      | .00     | 62.81      |
| 10-47-33   | 320.00     | .00     | 320.00     |
| 10-48-30   | 89.25      | .00     | 89.25      |
| 10-49-31   | 5,362.50   | .00     | 5,362.50   |
| 10-52-21   | 29.99      | .00     | 29.99      |
| 10-52-30   | 83.38      | .00     | 83.38      |
| 10-52-33   | 500.32     | .00     | 500.32     |
| 10-54-31   | 224,088.21 | .00     | 224,088.21 |
| 10-57-11   | 16,116.49  | .00     | 16,116.49  |
| 10-57-31   | 171,534.59 | .00     | 171,534.59 |
| 10-58-21   | 45.00      | .00     | 45.00      |
| 10-58-25   | 237.86     | .00     | 237.86     |
| 10-58-28   | 8.04       | .00     | 8.04       |
| 10-58-29   | 172.30     | .00     | 172.30     |
| 10-58-31   | 1,045.00   | .00     | 1,045.00   |
| 10-58-33   | 1,045.25   | .00     | 1,045.25   |
| 10-58-38   | 256.91     | 150.80- | 106.11     |
| 10-60-16   | 302.75     | .00     | 302.75     |
| 10-60-17   | 190.73     | .00     | 190.73     |
| 10-60-27   | 5,530.25   | .00     | 5,530.25   |
| 10-60-28   | 318.10     | .00     | 318.10     |
| 10-60-30   | 407.20     | .00     | 407.20     |
| 10-60-31   | 10,430.30  | .00     | 10,430.30  |
| 10-60-33   | 855.00     | .00     | 855.00     |
| 10-60-37   | 20,723.75  | .00     | 20,723.75  |
| 10-60-38   | 1,438.77   | .00     | 1,438.77   |
| 10-60-47   | 527.89     | .00     | 527.89     |
| 10-60-48   | 1,016.45   | .00     | 1,016.45   |
| 10-60-49   | 112.91     | .00     | 112.91     |
| 10-60-51   | 2,763.11   | .00     | 2,763.11   |
| 10-60-52   | 34,081.60  | .00     | 34,081.60  |
| 10-60-53   | 7,997.90   | 586.45- | 7,411.45   |
| 10-60-54   | 3,013.79   | .00     | 3,013.79   |
| 10-60-56   | 1,580.92   | .00     | 1,580.92   |
| 10-60-57   | 1,901.62   | 61.19-  | 1,840.43   |
| 10-60-58   | 10,353.60  | .00     | 10,353.60  |
| 10-60-61   | 60.00      | .00     | 60.00      |
| 10-66-29   | 53.49      | .00     | 53.49      |

| GL Account | Debit      | Credit      | Proof       |
|------------|------------|-------------|-------------|
| 10-66-31   | 9,592.11   | .00         | 9,592.11    |
| 10-66-35   | 1,472.58   | .00         | 1,472.58    |
| 10-66-38   | 185.90     | .00         | 185.90      |
| 10-70-14   | 121.83     | .00         | 121.83      |
| 10-70-16   | 276.88     | .00         | 276.88      |
| 10-70-17   | 437.57     | .00         | 437.57      |
| 10-70-25   | 1,369.00   | .00         | 1,369.00    |
| 10-70-26   | 485.00     | .00         | 485.00      |
| 10-70-27   | 1,022.26   | .00         | 1,022.26    |
| 10-70-30   | 1,203.47   | .01-        | 1,203.46    |
| 10-70-32   | 195.68     | .00         | 195.68      |
| 10-70-33   | 967.23     | .00         | 967.23      |
| 10-70-34   | 1,462.16   | .00         | 1,462.16    |
| 10-70-35   | 1,896.88   | .00         | 1,896.88    |
| 10-70-37   | 635.58     | .00         | 635.58      |
| 10-70-40   | 642.24     | .00         | 642.24      |
| 10-70-42   | 2,000.00   | .00         | 2,000.00    |
| 10-70-44   | 1,420.08   | .00         | 1,420.08    |
| 10-70-45   | 1,470.32   | .00         | 1,470.32    |
| 10-70-48   | 941.69     | .00         | 941.69      |
| 10-70-50   | 159.50     | .00         | 159.50      |
| 10-70-69   | 3,000.00   | .00         | 3,000.00    |
| 10-72-30   | 42.72      | .00         | 42.72       |
| 10-72-35   | 959.83     | .00         | 959.83      |
| 10-72-36   | 595.82     | .00         | 595.82      |
| 10-72-55   | 553.00     | .00         | 553.00      |
| 10-72-60   | 223.70     | .00         | 223.70      |
| 10-72-61   | 27.00      | 27.00-      | .00         |
| 10-72-63   | 807.00     | .00         | 807.00      |
| 10-73-26   | 461.09     | .00         | 461.09      |
| 10-73-49   | 21,679.23  | .00         | 21,679.23   |
| 10-73-50   | 66,854.10  | .00         | 66,854.10   |
| 20-2131    | .00        | 3,112.77-   | 3,112.77-   |
| 20-43-14   | 247.59     | .00         | 247.59      |
| 20-43-17   | 437.56     | .00         | 437.56      |
| 20-43-23   | 1,533.42   | .00         | 1,533.42    |
| 20-43-24   | 433.10     | .00         | 433.10      |
| 20-43-36   | 461.10     | .00         | 461.10      |
| 21-2131    | .00        | 4,396.24-   | 4,396.24-   |
| 21-43-14   | 23.58      | .00         | 23.58       |
| 21-43-17   | 310.83     | .00         | 310.83      |
| 21-43-18   | 505.32     | .00         | 505.32      |
| 21-43-25   | 193.65     | .00         | 193.65      |
| 21-43-26   | 362.86     | .00         | 362.86      |
| 21-43-28   | 3,000.00   | .00         | 3,000.00    |
| 22-2131    | 9.78       | 6,622.20-   | 6,612.42-   |
| 22-43-21   | 234.03     | .00         | 234.03      |
| 22-43-23   | 2,064.46   | 9.78-       | 2,054.68    |
| 22-43-30   | 966.88     | .00         | 966.88      |
| 22-43-32   | 16.78      | .00         | 16.78       |
| 22-43-33   | 236.00     | .00         | 236.00      |
| 22-43-35   | 38.49      | .00         | 38.49       |
| 22-43-50   | 3,065.56   | .00         | 3,065.56    |
| 40-2131    | .00        | 487,338.52- | 487,338.52- |
| 40-40-78   | 485,238.52 | .00         | 485,238.52  |
| 40-40-86   | 2,100.00   | .00         | 2,100.00    |
| 41-2131    | 3,900.00   | 310,530.38- | 306,630.38- |

| GL Account | Debit      | Credit      | Proof       |
|------------|------------|-------------|-------------|
| 41-40-79   | 310,530.38 | 3,900.00-   | 306,630.38  |
| 52-2131    | .00        | 247,844.21- | 247,844.21- |
| 52-2132    | 18,551.86  | .00         | 18,551.86   |
| 52-40-17   | 14.32      | .00         | 14.32       |
| 52-40-18   | 184.59     | .00         | 184.59      |
| 52-40-19   | 467.51     | .00         | 467.51      |
| 52-40-23   | 70.00      | .00         | 70.00       |
| 52-40-27   | 1,677.78   | .00         | 1,677.78    |
| 52-40-28   | 480.16     | .00         | 480.16      |
| 52-40-29   | 213.40     | .00         | 213.40      |
| 52-40-30   | 793.29     | .00         | 793.29      |
| 52-40-33   | 48,946.74  | .00         | 48,946.74   |
| 52-40-36   | 461.09     | .00         | 461.09      |
| 52-40-41   | 19,189.50  | .00         | 19,189.50   |
| 52-40-42   | 85,291.05  | .00         | 85,291.05   |
| 52-40-43   | 2,429.85   | .00         | 2,429.85    |
| 52-40-73   | 69,073.07  | .00         | 69,073.07   |
| 53-2131    | .00        | 195,613.39- | 195,613.39- |
| 53-40-18   | 224.46     | .00         | 224.46      |
| 53-40-19   | 437.54     | .00         | 437.54      |
| 53-40-21   | 830.50     | .00         | 830.50      |
| 53-40-22   | 220.62     | .00         | 220.62      |
| 53-40-23   | 152.95     | .00         | 152.95      |
| 53-40-27   | 1,261.23   | .00         | 1,261.23    |
| 53-40-28   | 361.24     | .00         | 361.24      |
| 53-40-30   | 744.00     | .00         | 744.00      |
| 53-40-31   | 1,050.00   | .00         | 1,050.00    |
| 53-40-35   | 114.77     | .00         | 114.77      |
| 53-40-36   | 461.09     | .00         | 461.09      |
| 53-40-37   | 66.00      | .00         | 66.00       |
| 53-40-41   | 20.66      | .00         | 20.66       |
| 53-40-50   | 27,913.93  | .00         | 27,913.93   |
| 53-40-60   | 23,320.87  | .00         | 23,320.87   |
| 53-40-74   | 138,433.53 | .00         | 138,433.53  |
| 54-2131    | .00        | 16,406.94-  | 16,406.94-  |
| 54-40-18   | 92.38      | .00         | 92.38       |
| 54-40-19   | 437.53     | .00         | 437.53      |
| 54-40-27   | 127.60     | .00         | 127.60      |
| 54-40-31   | 8,333.33   | .00         | 8,333.33    |
| 54-40-32   | 450.00     | .00         | 450.00      |
| 54-40-36   | 461.10     | .00         | 461.10      |
| 54-40-46   | 6,505.00   | .00         | 6,505.00    |
| 55-2131    | .00        | 42,876.55-  | 42,876.55-  |
| 55-40-17   | 272.32     | .00         | 272.32      |
| 55-40-19   | 452.81     | .00         | 452.81      |
| 55-40-21   | 830.50     | .00         | 830.50      |
| 55-40-22   | 269.41     | .00         | 269.41      |
| 55-40-23   | 1,883.52   | .00         | 1,883.52    |
| 55-40-27   | 13,571.91  | .00         | 13,571.91   |
| 55-40-28   | 1,403.73   | .00         | 1,403.73    |
| 55-40-29   | 310.85     | .00         | 310.85      |
| 55-40-30   | 525.00     | .00         | 525.00      |
| 55-40-31   | 8,333.33   | .00         | 8,333.33    |
| 55-40-35   | 114.77     | .00         | 114.77      |
| 55-40-36   | 461.11     | .00         | 461.11      |
| 55-40-37   | 22.54      | .00         | 22.54       |
| 55-40-38   | 10,518.88  | .00         | 10,518.88   |

| GL Account    | Debit        | Credit        | Proof      |
|---------------|--------------|---------------|------------|
| 55-40-41      | 1,437.62     | .00           | 1,437.62   |
| 55-40-55      | 573.25       | .00           | 573.25     |
| 55-40-81      | 1,895.00     | .00           | 1,895.00   |
| 56-2131       | .00          | 461.11-       | 461.11-    |
| 56-40-36      | 461.11       | .00           | 461.11     |
| 57-2131       | .00          | 1,127.60-     | 1,127.60-  |
| 57-40-25      | 1,127.60     | .00           | 1,127.60   |
| 70-2131       | .00          | 33,000.00-    | 33,000.00- |
| 70-2302       | 33,000.00    | .00           | 33,000.00  |
| Grand Totals: | 2,167,156.64 | 2,167,156.64- | .00        |

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"



HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

GENERAL FUND

|                           | PRIOR YTD    | YTD ACTUAL   | BUDGET        | VARIANCE     | PCNT  |
|---------------------------|--------------|--------------|---------------|--------------|-------|
| <u>REVENUE</u>            |              |              |               |              |       |
| REVENUE-TRANSFERS         | .00          | .00          | 360,044.00    | 360,044.00   | .0    |
| TAXES                     | 5,120,458.05 | 4,897,685.91 | 6,797,600.00  | 1,899,914.09 | 72.1  |
| LICENSES AND PERMITS      | 921,252.64   | 686,647.42   | 948,200.00    | 261,552.58   | 72.4  |
| INTERGOVERNMENTAL REVENUE | 1,962,414.26 | 1,949,724.55 | 3,178,391.50  | 1,228,666.95 | 61.3  |
| FEES AND SERVICES         | 519,750.52   | 703,709.32   | 913,600.00    | 209,890.68   | 77.0  |
| COURT FINES               | 97,814.19    | 110,218.53   | 146,500.00    | 36,281.47    | 75.2  |
| OTHER REVENUE             | 48,682.95    | 97,527.87    | 50,000.00     | ( 47,527.87) | 195.1 |
| MISCELLANEOUS REVENUE     | 230,295.41   | 270,406.44   | 405,100.00    | 134,693.56   | 66.8  |
| REVENUE-GARBAGE & OTHER   | 675,394.86   | 793,069.56   | 1,516,296.85  | 723,227.29   | 52.3  |
| REVENUES                  | 9,576,062.88 | 9,508,989.60 | 14,315,732.35 | 4,806,742.75 | 66.4  |
| <u>EXPENDITURES</u>       |              |              |               |              |       |
| COUNCIL                   | 74,266.80    | 33,822.93    | 99,270.91     | 65,447.98    | 34.1  |
| COURT                     | 129,371.91   | 135,666.74   | 277,390.58    | 141,723.84   | 48.9  |
| ADMINISTRATIVE            | 307,053.63   | 345,525.90   | 641,380.87    | 295,854.97   | 53.9  |
| AUDITOR                   | 12,500.00    | 4,500.00     | 20,000.00     | 15,500.00    | 22.5  |
| FINANCE DEPT              | 105,204.24   | 123,676.37   | 174,428.52    | 50,752.15    | 70.9  |
| RECORDER                  | 112,946.66   | 58,377.06    | 140,558.87    | 82,181.81    | 41.5  |
| TREASURER                 | 34,412.56    | 39,667.78    | 58,997.08     | 19,329.30    | 67.2  |
| ATTORNEY                  | 34,695.00    | 43,637.50    | 60,000.00     | 16,362.50    | 72.7  |
| APPEAL AUTHORITY          | 419.39       | 1,046.20     | 1,500.00      | 453.80       | 69.8  |
| PLANNING & ZONING         | 68,328.38    | 80,773.97    | 137,374.67    | 56,600.70    | 58.8  |
| EDUCATION AND PROMOTION   | 1,234.16     | 503.57       | 9,620.37      | 9,116.80     | 5.2   |
| POLICE DEPARTMENT         | 1,512,041.00 | 1,792,705.68 | 2,689,059.00  | 896,353.32   | 66.7  |
| EMERGENCY SERVICES        | 1,334,120.18 | 1,501,101.14 | 2,250,595.00  | 749,493.86   | 66.7  |
| BUILDING INSPECTION       | 150,686.92   | 245,793.61   | 384,288.73    | 138,495.12   | 64.0  |
| STREETS AND ROADS         | 383,360.59   | 554,082.91   | 817,709.71    | 263,626.80   | 67.8  |
| ENGINEER                  | 142,286.55   | 175,039.45   | 279,164.23    | 104,124.78   | 62.7  |
| PARKS & RECREATION        | 285,187.16   | 334,770.18   | 843,641.50    | 508,871.32   | 39.7  |
| COMMUNITY EVENTS          | 92,411.76    | 89,457.12    | 152,982.45    | 63,525.33    | 58.5  |
| GARBAGE                   | 589,109.84   | 592,391.07   | 1,192,339.71  | 599,948.64   | 49.7  |
| TRANSFERS                 | .00          | 1,894,686.50 | 3,301,905.50  | 1,407,219.00 | 57.4  |
| EXPENDITURES              | 5,369,636.73 | 8,047,225.68 | 13,532,207.70 | 5,484,982.02 | 59.5  |
| REVENUE OVER EXPENDITURES | 4,206,426.15 | 1,461,763.92 | 783,524.65    |              |       |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

HIGHLAND OPEN SPACE SSD

|                           | PRIOR YTD  | YTD ACTUAL    | BUDGET     | VARIANCE     | PCNT  |
|---------------------------|------------|---------------|------------|--------------|-------|
| <u>REVENUE</u>            |            |               |            |              |       |
| TRANFERS                  | .00        | .00           | 270,941.00 | 270,941.00   | .0    |
| FEES                      | 197,873.72 | 198,731.82    | 295,200.00 | 96,468.18    | 67.3  |
| PROPERTY SALES            | 213,620.18 | 145,586.18    | 48,740.00  | ( 96,846.18) | 298.7 |
| OTHER REVENUE             | 1,104.46   | 10,046.62     | 1,500.00   | ( 8,546.62)  | 669.8 |
| PY CARRYOVER              | .00        | .00           | 248,097.00 | 248,097.00   | .0    |
| REVENUES                  | 412,598.36 | 354,364.62    | 864,478.00 | 510,113.38   | 41.0  |
| <u>EXPENDITURES</u>       |            |               |            |              |       |
| EXPENDITURE-OPEN SPACE    | 211,269.55 | 536,762.05    | 864,478.11 | 327,716.06   | 62.1  |
| EXPENDITURES              | 211,269.55 | 536,762.05    | 864,478.11 | 327,716.06   | 62.1  |
| REVENUE OVER EXPENDITURES | 201,328.81 | ( 182,397.43) | ( .11)     |              |       |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

CEMETERY PERPETUAL FUND

|                           | PRIOR YTD  | YTD ACTUAL | BUDGET     | VARIANCE    | PCNT   |
|---------------------------|------------|------------|------------|-------------|--------|
| <u>REVENUE</u>            |            |            |            |             |        |
| TRANSFERS                 | .00        | .00        | 7,865.00   | 7,865.00    | .0     |
| SALES & OPERATING         | 317,760.30 | 245,559.80 | 400,000.00 | 154,440.20  | 61.4   |
| OTHER INCOME              | 766.35     | 5,395.93   | 500.00     | ( 4,895.93) | 1079.2 |
| PY CARRYOVER              | .00        | .00        | 158,454.00 | 158,454.00  | .0     |
| REVENUES                  | 318,526.65 | 250,955.73 | 566,819.00 | 315,863.27  | 44.3   |
| <u>EXPENDITURES</u>       |            |            |            |             |        |
| OPERATING EXPENSE         | 102,634.08 | 215,463.75 | 314,775.00 | 99,311.25   | 68.5   |
| TRANSFERS                 | .00        | .00        | 252,044.00 | 252,044.00  | .0     |
| EXPENDITURES              | 102,634.08 | 215,463.75 | 566,819.00 | 351,355.25  | 38.0   |
| REVENUE OVER EXPENDITURES | 215,892.57 | 35,491.98  | .00        |             |        |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

LIBRARY FUND

|                           | PRIOR YTD  | YTD ACTUAL | BUDGET     | VARIANCE   | PCNT |
|---------------------------|------------|------------|------------|------------|------|
| <u>REVENUE</u>            |            |            |            |            |      |
| TAX REVENUE               | 306,297.85 | 320,799.00 | 330,000.00 | 9,201.00   | 97.2 |
| FEES & FINES              | 34,150.53  | 33,223.28  | 51,800.00  | 18,576.72  | 64.1 |
| OTHER INCOME              | 17,494.16  | 16,889.08  | 19,420.00  | 2,530.92   | 87.0 |
| PY CARRYOVER              | .00        | .00        | 14,597.00  | 14,597.00  | .0   |
| REVENUES                  | 357,942.54 | 370,911.36 | 415,817.00 | 44,905.64  | 89.2 |
| <u>EXPENDITURES</u>       |            |            |            |            |      |
| OPERATING EXPENSES        | 237,833.73 | 223,797.12 | 412,460.85 | 188,663.73 | 54.3 |
| EXPENDITURES              | 237,833.73 | 223,797.12 | 412,460.85 | 188,663.73 | 54.3 |
| REVENUE OVER EXPENDITURES | 120,108.81 | 147,114.24 | 3,356.15   |            |      |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

PARKS TAX

|                           | PRIOR YTD | YTD ACTUAL | BUDGET     | VARIANCE    | PCNT |
|---------------------------|-----------|------------|------------|-------------|------|
| <u>REVENUE</u>            |           |            |            |             |      |
| SOURCE 31                 | .00       | 113,348.76 | 135,000.00 | 21,651.24   | 84.0 |
| OTHER INCOME              | .00       | 1,304.46   | .00        | ( 1,304.46) | .0   |
| REVENUES                  | .00       | 114,653.22 | 135,000.00 | 20,346.78   | 84.9 |
| <u>EXPENDITURES</u>       |           |            |            |             |      |
| EXPENDITURES              | .00       | .00        | .00        | .00         | .0   |
| REVENUE OVER EXPENDITURES | .00       | 114,653.22 | 135,000.00 |             |      |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

DEBT SERVICE FUND

|                           | PRIOR YTD       | YTD ACTUAL    | BUDGET     | VARIANCE   | PCNT  |
|---------------------------|-----------------|---------------|------------|------------|-------|
| <u>REVENUE</u>            |                 |               |            |            |       |
| TRANSFERS                 | .00             | .00           | 948,748.00 | 948,748.00 | .0    |
| REVENUES                  | .00             | .00           | 948,748.00 | 948,748.00 | .0    |
| <u>EXPENDITURES</u>       |                 |               |            |            |       |
| DEBT SERVICE & FINANCING  | 1,365,534.59    | 948,568.72    | 948,748.00 | 179.28     | 100.0 |
| EXPENDITURES              | 1,365,534.59    | 948,568.72    | 948,748.00 | 179.28     | 100.0 |
| REVENUE OVER EXPENDITURES | ( 1,365,534.59) | ( 948,568.72) | .00        |            |       |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

CAPITAL IMPROVEMENT FUND-PARKS

|                           | PRIOR YTD    | YTD ACTUAL   | BUDGET       | VARIANCE      | PCNT   |
|---------------------------|--------------|--------------|--------------|---------------|--------|
| <u>REVENUE</u>            |              |              |              |               |        |
| TRANSFERS                 | .00          | 2,094,944.50 | 2,094,944.50 | .00           | 100.0  |
| FEES AND SERVICES         | 1,014,136.00 | 310,132.00   | 1,463,500.00 | 1,153,368.00  | 21.2   |
| OTHER REVENUE             | 12,408.29    | 307,157.08   | 14,000.00    | ( 293,157.08) | 2194.0 |
| PY CARRYOVER              | .00          | .00          | 6,129,563.40 | 6,129,563.40  | .0     |
| REVENUES                  | 1,026,544.29 | 2,712,233.58 | 9,702,007.90 | 6,989,774.32  | 28.0   |
| <u>EXPENDITURES</u>       |              |              |              |               |        |
| PARK CAPITAL              | 46,783.30    | 2,235,770.21 | 8,905,000.00 | 6,669,229.79  | 25.1   |
| TRANSFERS                 | .00          | .00          | 731,750.00   | 731,750.00    | .0     |
| EXPENDITURES              | 46,783.30    | 2,235,770.21 | 9,636,750.00 | 7,400,979.79  | 23.2   |
| REVENUE OVER EXPENDITURES | 979,760.99   | 476,463.37   | 65,257.90    |               |        |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

CAP IMP FUND ROAD PROJECTS

|                           | PRIOR YTD     | YTD ACTUAL    | BUDGET       | VARIANCE     | PCNT    |
|---------------------------|---------------|---------------|--------------|--------------|---------|
| <u>REVENUE</u>            |               |               |              |              |         |
| TRANSFERS                 | .00           | .00           | 412,010.00   | 412,010.00   | .0      |
| INTERGOVERNMENTAL REVENUE | 526,597.00    | .00           | .00          | .00          | .0      |
| FEES AND SERVICES         | 97,332.60     | 28,222.00     | 134,500.00   | 106,278.00   | 21.0    |
| OTHER REVENUE             | 3,742.27      | 5,716.19      | 5,000.00     | ( 716.19)    | 114.3   |
| PY CARRYOVER              | .00           | .00           | 477,490.00   | 477,490.00   | .0      |
| REVENUES                  | 627,671.87    | 33,938.19     | 1,029,000.00 | 995,061.81   | 3.3     |
| <u>EXPENDITURES</u>       |               |               |              |              |         |
| ROAD CAPITAL EXPENDITURES | 1,479,683.09  | ( 199,319.04) | 1,029,000.00 | 1,228,319.04 | ( 19.4) |
| EXPENDITURES              | 1,479,683.09  | ( 199,319.04) | 1,029,000.00 | 1,228,319.04 | ( 19.4) |
| REVENUE OVER EXPENDITURES | ( 852,011.22) | 233,257.23    | .00          |              |         |



HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

CAP IMP FUND BUILDING

|                               | PRIOR YTD  | YTD ACTUAL | BUDGET       | VARIANCE     | PCNT |
|-------------------------------|------------|------------|--------------|--------------|------|
| <u>REVENUE</u>                |            |            |              |              |      |
| TRANSFERS                     | .00        | .00        | 537,895.00   | 537,895.00   | .0   |
| FEES & INTEREST               | 134,321.57 | 63,408.38  | 64,250.00    | 841.62       | 98.7 |
| OTHER REVENUE                 | .00        | .00        | 868,475.00   | 868,475.00   | .0   |
| REVENUES                      | 134,321.57 | 63,408.38  | 1,470,620.00 | 1,407,211.62 | 4.3  |
| <u>EXPENDITURES</u>           |            |            |              |              |      |
| BUILDING CAPITAL EXPENDITURES | 2,650.00   | 14,500.00  | 902,100.00   | 887,600.00   | 1.6  |
| TRANSFERS OUT                 | .00        | .00        | 30,625.00    | 30,625.00    | .0   |
| EXPENDITURES                  | 2,650.00   | 14,500.00  | 932,725.00   | 918,225.00   | 1.6  |
| REVENUE OVER EXPENDITURES     | 131,671.57 | 48,908.38  | 537,895.00   |              |      |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

NW ANNEXATION CAP PROJECT

|                           | PRIOR YTD | YTD ACTUAL | BUDGET | VARIANCE    | PCNT |
|---------------------------|-----------|------------|--------|-------------|------|
| <u>REVENUE</u>            |           |            |        |             |      |
| INTEREST                  | 257.51    | 2,240.14   | .00    | ( 2,240.14) | .0   |
| REVENUES                  | 257.51    | 2,240.14   | .00    | ( 2,240.14) | .0   |
| <u>EXPENDITURES</u>       |           |            |        |             |      |
| EXPENDITURES              | .00       | .00        | .00    | .00         | .0   |
| REVENUE OVER EXPENDITURES | 257.51    | 2,240.14   | .00    |             |      |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

TOWN CENTER EXACTION FEE CAP

|                           | PRIOR YTD    | YTD ACTUAL | BUDGET   | VARIANCE    | PCNT  |
|---------------------------|--------------|------------|----------|-------------|-------|
| <u>REVENUE</u>            |              |            |          |             |       |
| INTEREST & EXACTION FEE   | 737.38       | 5,855.43   | 1,000.00 | ( 4,855.43) | 585.5 |
| REVENUES                  | 737.38       | 5,855.43   | 1,000.00 | ( 4,855.43) | 585.5 |
| <u>EXPENDITURES</u>       |              |            |          |             |       |
| EXPENDITURES-TOWN CENTER  | 62,141.10    | .00        | .00      | .00         | .0    |
| EXPENDITURES              | 62,141.10    | .00        | .00      | .00         | .0    |
| REVENUE OVER EXPENDITURES | ( 61,403.72) | 5,855.43   | 1,000.00 |             |       |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

SEWER FUND

|                           | PRIOR YTD    | YTD ACTUAL      | BUDGET       | VARIANCE     | PCNT |
|---------------------------|--------------|-----------------|--------------|--------------|------|
| <u>REVENUE</u>            |              |                 |              |              |      |
| SERVICE & IMPACT FEES     | 1,805,389.04 | 1,736,616.40    | 2,560,000.00 | 823,383.60   | 67.8 |
| INTEREST & OTHER INCOME   | 10,503.43    | 70,294.09       | 2,788,170.00 | 2,717,875.91 | 2.5  |
| REVENUES                  | 1,815,892.47 | 1,806,910.49    | 5,348,170.00 | 3,541,259.51 | 33.8 |
| <u>EXPENDITURES</u>       |              |                 |              |              |      |
| EXPENDITURES-SEWER FUND   | 1,222,249.05 | 3,135,275.71    | 5,348,170.43 | 2,212,894.72 | 58.6 |
| EXPENDITURES              | 1,222,249.05 | 3,135,275.71    | 5,348,170.43 | 2,212,894.72 | 58.6 |
| REVENUE OVER EXPENDITURES | 593,643.42   | ( 1,328,365.22) | ( .43)       |              |      |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

PRESSURIZED IRRIGATION FUND

|                               | PRIOR YTD    | YTD ACTUAL      | BUDGET       | VARIANCE     | PCNT |
|-------------------------------|--------------|-----------------|--------------|--------------|------|
| <u>REVENUE</u>                |              |                 |              |              |      |
| SERVICE & IMPACT FEES         | 2,001,562.57 | 2,022,336.59    | 2,891,500.00 | 869,163.41   | 69.9 |
| INTEREST & DEV. CONTRIBUTIONS | 12,014.96    | 103,348.20      | 4,941,965.00 | 4,838,616.80 | 2.1  |
| REVENUES                      | 2,013,577.53 | 2,125,684.79    | 7,833,465.00 | 5,707,780.21 | 27.1 |
| <u>EXPENDITURES</u>           |              |                 |              |              |      |
| EXPENDITURES-PI FUND          | 1,174,849.60 | 4,072,070.56    | 7,833,464.74 | 3,761,394.18 | 52.0 |
| EXPENDITURES                  | 1,174,849.60 | 4,072,070.56    | 7,833,464.74 | 3,761,394.18 | 52.0 |
| REVENUE OVER EXPENDITURES     | 838,727.93   | ( 1,946,385.77) | .26          |              |      |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

STORM SEWER FUND

|                              | PRIOR YTD  | YTD ACTUAL | BUDGET       | VARIANCE   | PCNT |
|------------------------------|------------|------------|--------------|------------|------|
| <u>REVENUE</u>               |            |            |              |            |      |
| COLLECTION, IMPACT & PERMITS | 497,020.08 | 572,880.57 | 698,000.00   | 125,119.43 | 82.1 |
| INTEREST & OTHER             | 3,709.84   | 42,165.13  | 487,448.40   | 445,283.27 | 8.7  |
| REVENUES                     | 500,729.92 | 615,045.70 | 1,185,448.40 | 570,402.70 | 51.9 |
| <u>EXPENDITURES</u>          |            |            |              |            |      |
| EXPENDITURES-STORM SEWER     | 227,862.40 | 510,484.17 | 1,185,447.87 | 674,963.70 | 43.1 |
| EXPENDITURES                 | 227,862.40 | 510,484.17 | 1,185,447.87 | 674,963.70 | 43.1 |
| REVENUE OVER EXPENDITURES    | 272,867.52 | 104,561.53 | .53          |            |      |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

CULINARY WATER FUND

|                              | PRIOR YTD  | YTD ACTUAL   | BUDGET       | VARIANCE      | PCNT  |
|------------------------------|------------|--------------|--------------|---------------|-------|
| <u>REVENUE</u>               |            |              |              |               |       |
| SERVICE & IMPACT FEES        | 958,049.06 | 1,191,635.67 | 1,989,750.00 | 798,114.33    | 59.9  |
| INTEREST, DEVELOPER & GRANTS | 4,877.55   | 1,020,195.75 | 229,257.40   | ( 790,938.35) | 445.0 |
| REVENUES                     | 962,926.61 | 2,211,831.42 | 2,219,007.40 | 7,175.98      | 99.7  |
| <u>EXPENDITURES</u>          |            |              |              |               |       |
| EXPENDITURES-CULINARY WATER  | 649,404.13 | 653,341.26   | 1,399,007.46 | 745,666.20    | 46.7  |
| EXPENDITURES                 | 649,404.13 | 653,341.26   | 1,399,007.46 | 745,666.20    | 46.7  |
| REVENUE OVER EXPENDITURES    | 313,522.48 | 1,558,490.16 | 819,999.94   |               |       |

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

UTILITY TRANSPORTATION

|                           | PRIOR YTD     | YTD ACTUAL   | BUDGET       | VARIANCE     | PCNT  |
|---------------------------|---------------|--------------|--------------|--------------|-------|
| <u>REVENUE</u>            |               |              |              |              |       |
| FEES                      | 718,718.08    | 749,254.92   | 1,089,000.00 | 339,745.08   | 68.8  |
| INTEREST & OTHER          | 2,500.52      | 21,951.05    | 4,000.00     | ( 17,951.05) | 548.8 |
| REVENUES                  | 721,218.60    | 771,205.97   | 1,093,000.00 | 321,794.03   | 70.6  |
| <u>EXPENDITURES</u>       |               |              |              |              |       |
| EXPENDITURES-ROAD FEE     | 1,003,666.11  | 851,867.82   | 1,091,178.07 | 239,310.25   | 78.1  |
| EXPENDITURES              | 1,003,666.11  | 851,867.82   | 1,091,178.07 | 239,310.25   | 78.1  |
| REVENUE OVER EXPENDITURES | ( 282,447.51) | ( 80,661.85) | 1,821.93     |              |       |



HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2023

INTERNAL SERVICE IT FUND

|                              | PRIOR YTD    | YTD ACTUAL   | BUDGET    | VARIANCE  | PCNT |
|------------------------------|--------------|--------------|-----------|-----------|------|
| <u>REVENUE</u>               |              |              |           |           |      |
| INTERNAL SERVICE CHARGES     | .00          | .00          | 48,750.00 | 48,750.00 | .0   |
| REVENUES                     | .00          | .00          | 48,750.00 | 48,750.00 | .0   |
| <u>EXPENDITURES</u>          |              |              |           |           |      |
| EXPENDITURES-INTERNAL SVC IT | 22,365.88    | 18,109.51    | 48,750.00 | 30,640.49 | 37.2 |
| EXPENDITURES                 | 22,365.88    | 18,109.51    | 48,750.00 | 30,640.49 | 37.2 |
| REVENUE OVER EXPENDITURES    | ( 22,365.88) | ( 18,109.51) | .00       |           |      |

# Highland Fling Grand Parade 2023

Staffing Plan v1.2

April 16, 2023

## Approach

There are three main goals behind this staffing plan.

1. Ensure the Parade runs smoothly and safely.
2. Develop volunteers for future years.
3. Involve volunteers from across the entire city in the Parade.

## Overall

The staffing plan calls for a minimum of 38 “adults” (16+ in most cases) and ten “kids” (11+). All volunteer needs listed are for “adults” unless explicitly listed otherwise.

The expectation is that coordinators will recruit volunteers (perhaps from among the volunteers listed above) for ancillary roles within each coordinator area, if needed.

A liability waiver and photo release must be received from each volunteer. This must be signed by a parent or guardian for any volunteer under the age of 18. The city will provide the waiver/release form to use.

We will initially look for meta-volunteers – neighborhood leaders who can help identify prospects – as our strategy for recruiting sufficient volunteers.

## Top-level Volunteers

- Chair (Doug Cortney)  
*Work with and assist other coordinators*  
*Process entry registrations and send pre-Parade entry messaging*  
*Establish order of entries for Parade*  
*Oversee coordinator areas day of parade*
- Volunteer Coordinator (TBD) – immediate & up to Parade day (7a-10a)  
*Primary point for volunteer recruiting*  
*Track volunteers*  
*Ensure waivers are collected from all volunteers*
- Staging Coordinator (Audrey Moore) – Two weeks before Parade day (6a-noon)  
*Deliver resident notices in staging area*  
*Plan and mark entry spaces in staging area*  
*Oversee staging area during Parade*
- Parade Route Coordinator (TBD) – Parade day (9a-1p)  
*Deliver resident notices along Parade route, in Walker neighborhood, and on Christie Court*  
*Oversee pacing, etc., during Parade*  
*Oversee announcer and cleanup crew*
- Day-of Rover (TBD) – Parade day (7a-1p)  
*Mobile “sweeper” to deliver small items and quickly respond to needs on Parade day*

## Staging Volunteers

- Notice Delivery (2)
- Sign setup/takedown (2)
- Mortuary (2)
- Cemetery (2)
- Staging #1 (2)
- Staging Base (1 + Coordinator)
- 10930 N @ 6000 W (1)
- 6000 W @ 92 (1)
- Highland Elementary (2)
- 10800 N @ 6000 W (1)
- Banner holders (10) - 11+ years old
- Parade start banner (2)*
- City Council banner (2)*
- Youth Council banner (2)*
- Best-of banner (2)*
- Parade end banner (2)*

## Parade Route Volunteers

- Notice Delivery (4)
  - Southbound route (1)
  - Eastbound route (1)
  - Heritage park (2) 18+ years old
  - Announcer (2)
  - Photographer (1)
  - 6000 W @ 10400 N (1)
  - Cleanup (6)
- Carry/wheel trash bags behind the last entry (through both staging & the parade route), picking up trash in the roadway & allowing parade attendees to dispose of trash.*

## Volunteers by Time

1. July 29 3 hours (est) (Notice Delivery: Staging)
2. July 29 3 hours (est) (Notice Delivery: Staging)
3. July 29 3 hours (est) (Notice Delivery: Route)
4. July 29 3 hours (est) (Notice Delivery: Route)
5. July 29 3 hours (est) (Notice Delivery: Timpanogos Ranchettes & Christie Court)
6. July 29 3 hours (est) (Notice Delivery: Timpanogos Ranchettes & Christie Court)
7. Parade Day 7a-11a (Sign setup/takedown)
8. Parade Day 7a-11a (Sign setup/takedown)
9. Parade Day 9a-1p (Staging Banner holder) 11+ years old
10. Parade Day 9a-1p (Staging Banner holder) 11+ years old
11. Parade Day 9a-1p (Staging Banner holder) 11+ years old
12. Parade Day 9a-1p (Staging Banner holder) 11+ years old
13. Parade Day 9a-1p (Staging Banner holder) 11+ years old
14. Parade Day 9a-1p (Staging Banner holder) 11+ years old
15. Parade Day 9a-1p (Staging Banner holder) 11+ years old
16. Parade Day 9a-1p (Staging Banner holder) 11+ years old
17. Parade Day 9a-1p (Staging Banner holder) 11+ years old
18. Parade Day 9a-1p (Staging Banner holder) 11+ years old
19. Parade Day 7a-11a (Mortuary)
20. Parade Day 7a-11a (Mortuary)
21. Parade Day 7a-11a (Cemetery)
22. Parade Day 7a-11a (Cemetery)
23. Parade Day 7a-11a (Staging #1)
24. Parade Day 7a-11a (Staging #1)
25. Parade Day 7a-1130a (Staging base)
26. Parade Day 7a-11a (10930 N @ 6000 W)
27. Parade Day 7a-1230p (6000 W @ 92)
28. Parade Day 7a-1130a (Highland Elementary)
29. Parade Day 7a-1130a (Highland Elementary)
30. Parade Day 7a-1p (10800 N @ 6000 W)
31. Parade Day 9a-1p (Southbound route)
32. Parade Day 9a-1p (Eastbound route)
33. Parade Day 930a-1p (Heritage Park) 18+ years old
34. Parade Day 930a-1p (Heritage Park) 18+ years old
35. Parade Day 9a-1p (Announcer)
36. Parade Day 9a-1p (Announcer)
37. Parade Day 7a-1230p (6000 W @ 10400 N)
38. Parade Day 930a-1p (Cleanup)
39. Parade Day 930a-1p (Cleanup)
40. Parade Day 930a-1p (Cleanup)
41. Parade Day 930a-1p (Cleanup)
42. Parade Day 930a-1p (Cleanup)
43. Parade Day 930a-1p (Cleanup)