



HIGHLAND CITY

HIGHLAND CITY COUNCIL MINUTES

Tuesday, February 2, 2021

Approved March 2, 2021

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

VIRTUAL PARTICIPATION

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

 Zoom: Call 1-346-248-7799 Meeting ID: 841 6117 1266

 Email comments prior to meeting: council@highlandcity.org

7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann

Invocation – Jason Ash, Intern

Pledge of Allegiance – Wesley Warren

The meeting was called to order by Mayor Rod Mann as a regular session at 6:58 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 Jason Ash, City Intern, and those in attendance were led in the Pledge of Allegiance by Wesley Warren.

PRESIDING: Mayor Rod Mann

COUNCIL MEMBERS

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

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

OTHERS PRESENT: Scott Hart, Wesley Warren, Ken Beck, Joe Ham, Rob Donigan (electronically)

1. UNSCHEDULED PUBLIC APPEARANCES

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

There were no public comments.

2. **CONSENT ITEMS** (5 minutes)

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

a. **Approval of Meeting Minutes** *Administrative*
Regular City Council Meeting – January 5, 2021

b. **Minor Subdivision: Sunset Mountain Plat E** *Administrative*
The City Council will consider a request by Berg Civil Engineering for minor subdivision approval of Sunset Mountain Plat E, a 1-lot subdivision. The City Council will take appropriate action.

Council Member Scott L. Smith MOVED that the Highland City Council approve consent items 2a and b. Council Member Kim Rodela SECONDED the motion. The vote was recorded as follows:

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

The motion passed 5:0.

3. **PUBLIC HEARING/ORDINANCE: TEXT AMENDMENT - PERMITTED USES IN CR ZONE** *Legislative*

The City Council will hold a public hearing to consider a request by MNG Management LLC to amend Section 3-4351 in the Development Code relating to permitted uses in the CR Zone. The City Council will take appropriate action.

Planner and GIS Analyst Kellie Bronson gave a review of the text amendment request from applicant Joe Ham, who wanted to amend the permitted uses in the CR Zone. She explained that the CR Zone included 11 lots and noted that the applicant owned eight of the 11 lots. She expressed that the list of permitted uses in a CR Zone were specific, and that the overall goal was to make it more flexible in the types of retail. She noted that the permitted uses in other zones had a more generalized format for uses versus this more specific list of what was allowed. She showed the vicinity map and pointed out the affected lots. She explained that the text amendment added the permitted uses of nail salons, shipping, mailing, and pickup/return centers that did not exceed 2,500 sq ft. She noted that it also discussed general retail not otherwise prohibited to give it an overall flexibility for types of retail, and then general office use. She stated that another important detail of the text amendment was that all of these uses would be allowed on main and second level.

Planner and GIS Analyst Kellie Bronson relayed that the Planning Commission had held their meeting on 1/26/21 with no public comments. She said that the Planning Commission recommended approval. She explained what the applicant meant with pickup/return centers and noted that they currently were a trend due to an increase in online shopping. Mayor Rod Mann asked for clarification on the use of the pickup/return center, and whether it would function as a return center for Amazon packages. Planner and GIS Analyst Kellie Bronson confirmed that it would, and that it was dependent on who the tenant was. Mayor Rod Mann asked if whoever they contracted with would provide that service. He discussed how it provided a place to drop off or pick-up packages with more ease. Planner and GIS Analyst Kellie Bronson noted that they needed more square footage than a kiosk because the service needed more capacity. She said that staff and Planning Commission recommended a 2,500 sq ft

maximum. She relayed that the applicant had stated that it had become more common that retailers did not want to house pickup/return centers in their facilities. She said that zoning was designed to separate uses based on impact rather than specific types of retail. She restated that the goal was to generalize it and provide more flexibility to businesses. She expressed that the staff felt that the proposed uses were consistent with existing uses and intents. Planner and GIS Analyst Kellie Bronson discussed that they had provided proper notice for the public hearings and meeting. She said that staff recommended that City Council conduct a public hearing, accept the findings, and approve the proposed amendment.

Council Member Scott L. Smith asked if the pickup/return center generated any sales tax. Mayor Rod Mann expressed the opinion that they would receive the sales tax by virtue of the sales.

Joe Ham introduced himself and stated that he represented the developer MNG. He corrected that they currently owned six of the parcels with the option to purchase the two large parcels in the back, and that three parcels were owned by others. He noted that the pickup/return center had been evolving in the retail world. He stated that most malls now centralized all returns for all retailers for better convenience. He noted that he was not an attorney but expressed that he could not imagine that the pickup/return centers would generate sales tax. He thought it would be charged on the online sale in the jurisdiction for which it was sold.

Council Member Scott L. Smith said that a lot of the stuff was paid by zip code and noted that they shared a zip code with American Fork. He expressed that he had never been totally convinced that the sales tax for sales that happened in Highland all came to Highland. He asked if there was anything, they would do to help guarantee that. Joe Ham replied that they owned the property but did not operate the businesses, so they would not have any control over that.

Council Member Scott L. Smith inquired about the interest that had been expressed for a new grocery store. He asked Joe Ham if he thought the interest was strong. Joe Ham replied that he did. He noted that their real estate broker, Lance Pendleton, was present with him. Joe Ham explained that Lance Pendleton had contacted hundreds of retailers over the years this project had been in the works. Joe Ham also noted that supermarkets were stable and long-lasting tenants, and that they drove traffic to the area. He said that they had interest from three supermarkets, one local and two nationals. He stated that COVID had pulled back travel by the people who evaluated those things, but he was still confident in their interest. He communicated that they had spent the money to draw up preliminary plans that showed that use.

Council Member Scott L. Smith stated that businesses were required by law to be closed on Sundays and asked if the interested parties were aware of that. Joe Ham responded that they had made it clear to them what the restrictions were.

Council Member Kurt Ostler asked for further clarification about the return center. He asked if it was like a UPS store, or if it was simply for returns.

Joe Ham replied that it was an evolving business, so he could not tell him exactly how it would evolve. He expressed that they hoped they would be able to provide a lease space for a UPS or FedEx facility. He noted that Kohls now had Amazon return counters. He said that malls had group pickup/return centers. He clarified that they did not provide services for shipping because UPS did it well in their own retail stores. Mayor Rod Mann said that they could order and pick up at the center so as not to worry about items being stolen from porches. It was noted that it would be a staffed center.

Council Member Kurt Ostler asked about the grocery store. He asked about the condensed size of 45,000 sq ft versus the typical 65,000 sq ft. Joe Ham confirmed that it was slightly smaller than the larger grocery chains. He said that it was the right size for a Sprouts or Natural Foods. Council Member Kurt Ostler asked about the fitness

component as well. Joe Ham replied that they had generated an interest from an investment company that wanted to build a performance training center on the main floor with offices on the main and top two floors.

Council Member Scott L. Smith inquired about what types of restaurants there would be, and if it would be fast food. Joe Ham replied that the current demand was for a drive-thru window, but that they hoped to be able to provide sit down restaurants and outdoor dining spaces. Council Member Scott L. Smith asked if there was interest from restaurants. Joe Ham replied that they have had some preliminary interest, and that they expected that some that had pulled back would respond after the pandemic.

Mayor Mann opened the public hearing at 7:18 pm. There were no public comments. Mayor Mann closed the public hearing at 7:19 pm.

Council Member Kurt Ostler MOVED that the City Council accept the findings and approve the proposed amendment based on the following findings in the staff report.

- The proposed amendment is consistent with the purpose and intent of the CR Zone stated in the Development Code.*
- It is consistent with the General Plan.*

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

The motion passed 5:0.

4. SITE/ARCHITECTURAL PLAN APPROVAL: HIGHLAND MARKETPLACE PHASE 2 *Administrative*

The City Council will consider a request by MNG Management LLC for master site approval for five (5) commercial buildings and architectural approval for the retail building located at northeast corner of Alpine Highway (SR74) and Timpanogos Highway (SR92). The City Council will take appropriate action.

Planner and GIS Analyst Kellie Bronson noted that this was the topic that had been discussed briefly during Phase 3, and that it was the Highland Marketplace Phase 2. She stated that the applicant was through MNG Management. She explained that it was a request for site plan approval and architectural plan approval for the retail building. She showed the vicinity map and pointed out that it was lots one and two in the Highland Marketplace Subdivision. She communicated that applicants owned eight of the lots, and that the applicants of lot one and lot two agreed of this plan.

Planner and GIS Analyst Kellie Bronson noted that there was a development agreement that the City entered into for the subdivision on 4/24/2007. She further noted that the site plan approval was attached to that development agreement and included one building on the entire vicinity that measured 118,250 sq ft, with only grocery and retail. She communicated that this was a major change, which was why a new master site plan was submitted for approval. She explained that the overall site plan established overall circulation, building placement, access, parking, and landscaping. The architectural plan for the retail building established the architecture of the actual building, which included colors and materials.

Planner and GIS Analyst Kellie Bronson said that it went before the Planning Commission on 1/26/21, and that most of the concerns were about limited access along Timpanogos Highway and Alpine Highway. She stated that the Planning Commission added a stipulation to their recommended approval that staff contact UDOT with the master plan and take their recommendations under consideration.

Planner and GIS Analyst Kellie Bronson mentioned the nine stipulations. She outlined that number nine was to contact UDOT, staff added stipulation eight to make sure there was no access to the residential street 5800 West, number five was that the hours of operation and number of employees met the municipal code, and that the rest were standard to comply with City code. She showed the site plan, and communicated that there were buildings over 9.64 acres, which totaled out to be 124,500 sq ft of commercial and 524 parking stalls, which exceeded the required 498.

Planner and GIS Analyst Kellie Bronson explained that there were two existing access points on Timpanogos Highway and two along Alpine Highway. She showed the landscape plan and stated that they had met the requirements of the development code. She noted that they had added a few hardscape areas, which included picnic areas, benches, and walking space. She showed the architecture plan and communicated that the building height was 32 ft and 8 in, which did not exceed the maximum of 45 ft for a CR Zone. She stated that the materials and colors were consistent with the architectural design standards for the CR Zone. She said that they had included four-sided architecture, then showed the elevations from each side. She stated that this did not require a public hearing, but appropriate notices were sent for the Planning Commission and City Council meetings. Staff recommended that City Council approve the site plan and architectural plan of the retail building subject to the nine stipulations that were recommended by Planning Commission.

Council Member Scott L. Smith expressed concern about the intersection on Timpanogos Highway and Alpine Highway since it was the busiest in the state. He noted that UDOT had said it was a failing intersection and asked if they thought that the four access routes provided adequate access for the businesses. He further asked what they could do to improve it.

Joe Ham said that he had developed many shopping centers, and that he was delighted to have four access points. He noted that they could be wider but did not see any way to add that. He discussed that if drivers that went northbound on Alpine Highway had to go to the furthest north driveway to enter, because any earlier would cause traffic to penetrate where the queuing happened for southbound Alpine Highway turns. He could not imagine that UDOT would recommend that they shorten that queuing.

Council Member Scott L. Smith asked if he was happy with what they had. Joe Ham said that they were. Council Member Kim Rodela said that she wanted to hear from City Engineer Todd Trane. Council Member Kim Rodela acknowledged that one of the stipulations was that staff contacted UDOT, and she wanted to know if City Engineer Todd Trane felt it was safe.

City Engineer Todd Trane replied that they could always improve, and that he was not necessarily happy with the current four. He felt that some of them had design flaws and noted that they could try and address that during the site plan approvals. He said that all of UDOT traffic studies for the intersection had understood that this was a commercial zone. City Engineer Todd Trane further said that they would work with the developer to see if they could improve upon the entrances. He said that they currently had concerns about the accesses, but that they had been shared and were being worked through.

Council Member Scott L. Smith asked if there would be signage where the accesses were. Joe Ham responded that retailers were concerned about visibility and whether the people could find them. He explained that they tended to make decisions based on perception and not necessarily fact. He was confident that one of their

conditions would be that there was effective signage on the highways. He said that they had spoken to staff about proposed sign ideas but would not be able to finalize that until they had specific tenants.

Council Member Kurt Ostler expressed that he was also nervous about circulation and the accesses. He mentioned the Quick Quack car wash and the dry-cleaning building and noted that there were visibility issues there. He was worried about potential accidents from cars that did not stop. He felt that the northbound traffic on SR92 would try to turn into the Quick Quack instead of further down. He also expressed concern that the Quick Quack exited out by the stop sign, and a backup from the shopping center may cause accidents. He thought it was a safety concern.

Joe Ham responded that the driveway for the Quick Quack was fortunately in the right lane. He said that the concern seemed to be stacked cars onto the highway from cars that wanted to get into the shopping center. He reminded them that the shopping center was developed with a long throat for the right lane that went northbound. He expressed the opinion that it was safe in regard to the movement of cars off of SR92. Council Member Kurt Ostler asked if they could work with Quick Quack to make a left to turn in.

City Engineer Todd Trane responded that they had expressed those concerns to the developer. He noted the access on the southwest corner of the visual and explained that it would be straight through into the development. He explained that there would be stop signs, and that the developer would ensure it was painted red to dictate a no parking zone. City Engineer Todd Trane said that they were working through the safety concerns.

Council Member Kurt Ostler asked if they had talked to Quick Quack. He was worried about accidents when cars came out of the tunnel to turn left. Joe Ham said that they could not pressure Quick Quack. Mayor Rod Mann stated that it may be more appropriate for a future meeting.

City Council Member Kim Rodela MOVED that the City Council accept the findings and approve the site plan for Highland Marketplace Phase 2 and architectural plans for the retail building subject to the following nine (9) stipulations recommended by the Planning Commission.

- 1. Development of the site shall comply with the site plan and building elevations dated January 7, 2021 except as modified by these stipulations.*
- 2. All signage shall require a separate permit and meet the requirements of the Development Code.*
- 3. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.*
- 4. Landscaping shall occupy no less than 20% of the total land area of the site, unless the requirements mentioned in Section 3-4362 of the Development Code are met, the landscaping shall occupy no less than 15%.*
- 5. The hours of operation and number of employees will be in compliance with Highland City's Municipal Code.*
- 6. All proposed buildings will be required to go through an architectural review by Planning Commission and Council.*
- 7. The retail building shall include four-sided architecture. The rear side of the building will be required to be reviewed by staff prior to the issuance of a building permit.*
- 8. 5500 West will not be used as an access to the site.*
- 9. The City share with UDOT a copy of the approved site plan and the phasing of the development.*

Council Member Scott L. Smith SECONDED the motion. The vote was recorded as follows:

Council Member Timothy A. Ball Yes
Council Member Brittney P. Bills Yes

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

The motion passed 5:0.

5. SITE PLAN: LONE PEAK VILLAGE OFFICE 2 *Administrative*

The City Council will consider a request by Daniel Schmidt on behalf of WPI Enterprises, Inc., for approval of a Site Plan for an office building located at approximately 5457 W 11000 N. The City Council will take appropriate action.

Planner and GIS Analyst Kellie Bronson reviewed that this site plan was the one south of the existing office along Timpanogos Highway. She explained that Daniel Schmidt was the applicant on behalf of WPI. She showed an old site plan from 1997 when they had received their original approval and mentioned that the new plan was all very compliant with what had been approved in 1997. She stated that it was brought before Planning Commission on 1/26/21. She said that they had the responsibility to do the building architect approval, and she noted that there had been a request for a building height increase to 34ft 6in. She communicated that the maximum for the zone was 30ft, but the code stated that Planning Commission had the ability to approve it to be up to 36ft. She said that the Planning Commission recommended approval of the site plan, they approved the architectural plan, and they approved the height increase.

Planner and GIS Analyst Kellie Bronson explained that the lot was .984 acres, and the two-story building was 14,882 sq ft. She stated that they had the required 60 parking stalls, and there were two accesses from Town Center Boulevard and the other existing accesses from Lone Peak Village. She noted that they exceeded the landscaping requirement by 2.9% and that it was compliant with the code for a C1 Zone. She showed the architecture plan and stated that it had been approved based on the findings that the colors and materials were consistent with the C1 Zone, they had the four-sided architecture, and the approved request for height increase. She showed the elevations. She communicated that the proper notices were sent out for Planning Commission and City Council meetings, and that they had not received any written correspondence. Staff recommended that City Council approve the site plan and landscape plan, subject to the outlined stipulations.

Daniel Schmidt came to the podium.

Council Member Kurt Ostler asked for clarification that the parking backed onto a private road. He said that if drivers parked in the spots, they would back out into the private roadway on the southside and northside of the building. Planner and GIS Analyst Kellie Bronson confirmed that it was okay.

Council Member Scott L. Smith asked the developer if they owned the buildings in front. It was confirmed. Council Member Scott L. Smith asked if they anticipated similar office use or if there would be retail. Mr. Schmidt said that they mostly anticipated offices but noted that there may be some crossover from service medical.

Council Member Scott L. Smith asked if they felt that they had enough access. Mr. Schmidt replied that access was not a problem and noted that there would be storefront parking.

Council Member Scott L. Smith asked if there was a name for this architectural style. Mr. Schmidt replied that the original building remodel was thought through carefully because of the type of roof it had. He said that when worked within the City codes conjunction with a desire for a more contemporary slant. He said that the architects tried to find a good balance with the raw materials that were used in a lot of Highland architecture. He repeated that the original remodel of the first building was thought through very carefully in relation to how it would affect the new building and any other remodels at the center.

Council Member Scott L. Smith asked if they owned the rest of the center. Daniel Schmidt confirmed. Council Member Scott L. Smith asked if they planned to remodel the rest. Mr. Schmidt confirmed at some point in the future they planned to.

Council Member Kurt Ostler mentioned that WPI had had a user that was interested in office space. He asked if the thought process was to still have one user take the whole building. Daniel Schmidt replied that was not the case anymore. He explained that they were in discussions about 60%-65% of the space and felt confident about 50% of it. Council Member Kurt Ostler asked if it was heavily used for medical uses. Daniel Schmidt replied that there were medical uses in discussion. Council Member Kurt Ostler mentioned that Mr. Schmidt owned the property in front of Meiers. He asked if there were plans for a restaurant to be there. Daniel Schmidt replied that it was still being marketed. He referred to a building to the west side of Meiers near the Wendy's that was still being marketed.

Council Member Scott L. Smith MOVED that the City Council accept the findings and approve the site plan for Lone Peak Village Office 2 subject to the three (3) following stipulations recommended by staff.

- 1. Development of the site shall comply with the site plan, landscape plan, and building elevations dated December 7, 2020 except as modified by these stipulations.*
- 2. All signage shall require a separate permit and meet the requirements of the Development Code.*
- 3. Final civil engineering plans shall be reviewed and approved by the City Engineer. The site shall meet all requirements of the City Engineer.*

Council Member Kim Rodela SECONDED the motion. The vote was recorded as follows:

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

The motion passed 5:0.

6. PRELIMINARY PLAT: TEN SEVEN HUNDRED (PREVIOUSLY APPLE CREEK) Administrative

The City Council will consider a request by McKay Christensen for Preliminary Plat approval of Ten Seven Hundred, a proposed 42-lot attached single family and a two-lot commercial subdivision. The City Council will take appropriate action.

Planner and GIS Analyst Kellie Bronson explained that this was the preliminary plat approval request from McKay Christensen. She showed the vicinity map. She communicated that it had been approved on 8/4/2020 as a PD district with 42 residential units and 23,000 sq ft of commercial space. She reminded them that the preliminary plat process was not a discretionary process, which meant that a property owner was entitled to any of the approvals attached to the PD district. She informed them that Planning Commission held a public hearing on 1/26/2021 and they recommended approval with the stipulations recommended by staff. She explained that, after the meeting, staff had edited the fourth stipulation to clarify that there were three parking stalls per residential unit.

Planner and GIS Analyst Kellie Bronson presented the preliminary plat and stated that it was 5.84 acres with 4.33 as residential and 1.4 as commercial. She noted that the proposed setbacks met the requirements of the PD

district. She mentioned that they had access from Alpine Highway as well as the shared access on 10700 North. She further noted that they had the emergency exit with bollards by Ace Hardware. Council Member Kurt Ostler asked about the access between them and UCCU, and whether it was a public or private access. City Administrator/Community Development Director Nathan Crane said that everything on site was private.

Planner and GIS Analyst Kellie Bronson showed the landscape plan and pointed out the parkway detail on the north. Staff stipulated that a berm be placed in the parkway detail along Alpine Highway because the locations of commercial buildings had moved closer to the residential area. She pointed out the green space with the pavilion in the center, as well as the tot lot. She communicated that they had held the DRC on 1/6/2020, which has since been removed as a requirement. She stated that they sent the proper notices for the Planning Commission and City Council meetings, and that they had received no written correspondence. Staff recommended that they accept the findings and approve the preliminary plat subject to three stipulations recommended by planning commission and the one stipulation recommended by staff.

Council Member Scott L. Smith noted that the plan had evolved and improved over time but inquired about the phasing. He asked when phase 1 of the commercial would start. Planner and GIS Analyst Kellie Bronson responded that the ten parking spots on the northwest side of the commercial lot would be built alongside phase four with the brownstone units on the north. She stated that commercial phases were separate from residential and would be done when the site plan was approved.

Council Member Scott L. Smith mentioned the commercial in phase one and two. He asked for clarification on the location of the three parking spots for each residential unit. He asked if they used commercial spots for residents. Planner and GIS Analyst Kellie Bronson explained that there were two garage spots and a concrete pad on the side of the home that was the visitor parking stall. It was confirmed that they would theoretically park off the street.

Council Member Kurt Ostler asked if the ten parking spots would be completed during phase four of the residential. Planner and GIS Analyst Kellie Bronson confirmed. Council Member Kurt Ostler asked about the playset and pavilion details. Planner and GIS Analyst Kellie Bronson responded that the plans for the pavilions would be presented before it was built.

Council Member Kurt Ostler MOVED that the City Council accept the findings and approve the Ten Seven Hundred preliminary plat subject to the four (4) following stipulations as listed in the staff report.

- 1. The final plat shall be in substantial conformance with the preliminary plat date stamped January 6, 2021.*
- 2. All public improvements shall be installed as required by the City Engineer and City Fire Marshall.*
- 3. The civil construction plans shall meet all requirements as determined by the City Engineer.*
- 4. All residential units shall meet the minimum parking of 3 stalls per unit which shall be constructed as when these units are constructed.*

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 Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>

The motion passed 4:1.

7. PURCHASE AND TWO CONSTRUCTION CONTRACTS: KITCHEN COUNTERTOP REPLACEMENT, DISHWASHER REPLACEMENT, AND ADDITIONAL ACCESS CONTROL DOOR FOR THE HIGHLAND FIRE STATION *Administrative*

City Council will consider a purchase contract to replace the existing dishwashers and two construction contracts for the replacement of the kitchen countertops and an additional access control for medical supplies for the Highland Fire Station. The Council will take appropriate action.

Fire Chief Reed Thompson gave a description of the fire station's needs. He explained that it had been conducted in 2007/2008 and noted that the kitchen countertops were the original ones. He said that they needed to be replaced in order to address some cracking and safety issues. He further said that their proposal was to replace the countertops with a solid surface material, and they had received two bids thus far. He showed pictures of the kitchen and the food prep areas and discussed how the fire station was in use 24/7, 365 days a year. He expressed that the dishwashers were at the end of their lives.

Fire Chief Reed Thompson stated that the other item addressed in the staff packet was the access control door and the hardware associated with an area in the basement. He explained they had an area that controlled where the server was for the fire department, as well as controls where the internet access was piped from the fire station to the City hall, police station, and justice center. He communicated that the current access control had a key access where there was also additional storage to hold some of their medical supplies. He noted that it was also a record retention area and housed the mechanical room, water heater, furnaces, and access to the emergency generator. He explained that the proposal was to turn it into a card access door. They had 40 plus employees travel in and out of there, in addition to the IT contract staff, and they needed some better access control on the door. He expressed that one of the challenges they had found was that current access control for the fire station had exceeded the number of door access points for the brain of the operation, and therefore they needed to add an additional control panel. He noted that the amount on the proposal was to address the hardware and the additional storage for door access control.

Council Member Scott L. Smith wanted to know the life expectancy of the countertops. Fire Chief Reed Thompson responded that they expected them to outlast the life of the cabinetry. They estimated that they had a minimum of a 15-year life span. He further stated that the cabinets themselves were still in decent shape, and he anticipated that they would be addressed at a later point in time when the space had to be remodeled.

Council Member Kurt Ostler asked if they proposed the funds to come from City general funds or fire department general funds. Fire Chief Reed Thompson replied that the proposal was for the City general funds. He explained that in the arrangement for the building, the City took care of anything over \$500.

Council Member Kim Rodela asked what the purpose of the card access control panel was and why they needed it now.

Fire Chief Reed Thompson replied that multiple people needed to have access because of the multiple uses for that area. He stated that the area was used for utility, water heater, furnace filters and access, and sewer grinder pump among other things, and that the firefighters needed to have access. He explained that they currently had a key that was hung on a hook. He noted that it also provided access for some items that they would deem to be differently access controlled, such as the medical records and the server room. He expressed that with a card access control they could better manage the access and not worry about the location of the key. He also stated that it was a way to allow the IT to access the server, but not other equipment in the space.

Council Member Scott L. Smith asked for clarification on what the final cost was. Fire Chief Reed Thompson answered that the final cost for all items was \$8,048.50. He said that it was roughly \$1,400 for the dishwashers, \$3,500 for the countertops, and \$3,150 for the access control.

Council Member Kim Rodela MOVED that City Council approve the replacement of kitchen countertops, kitchen dishwashers, and the addition of an electronic door access pad in the Highland Fire Station.

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

The motion passed 5:0.

8. ORDINANCE: REPEALING SECTION 4.12.050 WATER ADVISORY BOARD OF THE HIGHLAND CITY MUNICIPAL CODE *Legislative*

The City Council will consider a request to repeal Section 4.12.050 Water Advisory Board of the Highland City Municipal Code. The Council will take appropriate action.

Mayor Rod Mann summarized that for the last three years they had discussed with staff whether they should continue the Water Board. He stated that it had been somewhat mixed the last two years, but that this year staff and five out of seven of the board members felt that the water board had fulfilled its purpose. He noted that staff did an annual report to the Water Board on the PI and culinary systems. He felt that it would be more beneficial if it came directly to City Council, and when he asked staff they had agreed.

Mayor Rod Mann explained that in the first quarter of each year City Council would receive a report on the water systems. He noted that they went out when needed for third party opinions when necessary. He mentioned that there would be a few less residents involved in the Water Advisory Board but felt that if they brought the discussion into City Council meetings, they would have a broader audience. He said that he had talked to Brent Wallace, Water Advisory Board, about potential participation in the Sustainability Coalition of Utah County. Mayor Rod Mann stated that was a board that he had previously attended, and that most of the Cities in North Utah County participated in it. He explained that in the meeting, the Cities discussed what they did in their communities to help with conservation.

Mayor Rod Mann said that some of the items discussed in the Water Advisory Board meeting dealt with conservation as opposed to the systems. He communicated that he had asked Brent Wallace to attend the meetings for a few months and come back and report, where they would then decide if they should continue their participation. Mayor Rod Mann said they could then continue that aspect of what the Water Advisory Board provided to them, such as with the Xeriscaping they had approved. He felt that it was a more effective use of staff time, and that they could receive beneficial information about conservation and water systems.

Council Member Kurt Ostler mentioned that they currently received feasibility studies. He asked how long the City had received those feasibility studies. Mayor Rod Mann asked for clarification on his question. Council Member Kurt Ostler clarified that it seemed as if feasibility studies drove what projects they needed to do in the future, such as the Capital plans. He asked if they did Capital plans back when the Water Board was founded.

- March 2, City Council Meeting, 7:00 pm, City Hall
- March 10, Lone Peak Public Safety Board Meeting, 7:30 am, City Hall
- March 16, City Council Meeting, 7:00 pm, City Hall
- March 23, Planning Commission Meeting, 7:00 pm, City Hall

Mayor Rod Mann asked if there were any more comments.

- North Pointe Waste Transfer Station – Scott L. Smith

Council Member Scott L. Smith mentioned that he met with the North Pointe Waste Transfer Station, and there had been some discussion that the City of Orem had a software program that the North Pointe Waste Transfer Station had considered adoption of. Council Member Scott L. Smith said that they wanted to work with the Cities to see if any were interested. He mentioned that the software program would help find out exactly what could and could not be recycled, as well as the services available to the public. It also could text people to remind them to put out their recycle can, and it had reminders and integrated education.

Council Member Scott L. Smith said that the transfer station would put the software program in after they picked a vendor. He asked the City Council if there was any interest in the software. He noted that he could work with Assistant City Administrator Erin Wells to see if there was any interest. Council Member Scott L. Smith said that it could provide a lot more information to residents. Mayor Rod Mann thanked Council Member Scott L. Smith for the information and commented that it could be useful for them. Council Member Scott L. Smith agreed because it would help people know about recycling, with the inclusion of technology and green waste. He noted that he would get more information to see if the City were interested, and he did not think that the price was terrible. Council Member Kim Rodela said that she was interested in it. Council Member Kurt Ostler also agreed that it would be helpful. Council Member Scott L. Smith also mentioned that they had talked about the possibility of an auxiliary transfer station being put in closer.

12. CLOSED SESSION

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the sale of real property, as provided by Utah Code Annotated §52-4-205.

At 9:31 pm Council Member Kurt Ostler MOVED that the City Council recess to convene in a closed session to discuss the sale of real property, as provided by Utah Code Annotated § 52-4-205. 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 Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed unanimously.

Council Member Kurt Ostler MOVED to adjourn the CLOSED SESSION and Council Member Scott L. Smith SECONDED the motion. All voted in favor and the motion passed unanimously.

The CLOSED SESSION adjourned at 10:56 pm.

ADJOURNMENT

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

The meeting adjourned at 10:57 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 February 2, 2021. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie Cottle
City Recorder