



HIGHLAND CITY

HIGHLAND CITY COUNCIL AGENDA

Tuesday, February 19, 2019

Approved March 19, 2019

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

PRESIDING: Mayor Rod Mann

COUNCIL MEMBERS

PRESENT: Brian Braithwaite, Ed Dennis, Tim Irwin, Kurt Ostler, Scott L. Smith

CITY STAFF PRESENT: City Administrator/Community Development Director Nathan Crane, Assistant City Administrator Erin Wells, Finance Director Gary LeCheminant, City Engineer Todd Trane, Planner & GIS Analyst Tara Tannahill, City Attorney Tim Merrill, Police Chief Brian Gwilliam and City Recorder Cindy Quick

OTHERS: Jason Alleger, Julie Stephens, Anthony Stephens, Shauna Larson, Woody Larson, Jeff Martin, Kari Martin, Claudia Stillman, Jennifer Knowles, Brandon, Cory, Samantha, Jennifer Hansen, Scott Hansen, Ellen Burns, Angela Dell, Gwendolyn Fairfax, Ernest Worthing, Ryan Barker, Marilee Barker, Briawna Hugh, Doug Cortney, Hilary Gardiner, Jason Daniels, Lindsey Easterly, Miller, Audrey Wright, Brent Wallace, Richard Miller, Merrill Frost, Jill Frost, Ricky Roos, Jennie Roos, Tim Ball, Mike Sorensen, Dyami Sorensen, Tamarie Stoker, Katie Spens, Matt Carter, Tiffany Carter, Ryan Barker, Tyson England, Christie Mansfield, Jason Flint

7:00 PM REGULAR SESSION (CITY COUNCIL CHAMBERS)

Call to Order – Mayor Rod Mann

Invocation – Council Member Brian Braithwaite

Pledge of Allegiance – Council Member Kurt Ostler

The meeting was called to order by Mayor Rod Mann as a regular session at **7:00 p.m.** The meeting agenda was posted on the *Utah State Public Meeting Website* at least 24 hours prior to the meeting. The prayer was offered by Shauna Larsen and those assembled were led in the Pledge of Allegiance by Council Member Kurt Ostler.

1. UNSCHEDULED PUBLIC APPEARANCES

Two actors in period costumes announced the upcoming performance for *The Importance of Being Earnest*. They would be performing February 28, March 1, 2, and 4. They thanked the Council for the opportunity to work with the Highland Arts Council and were thankful to be able to use the Community Center. Visit highlandcityarts.org to purchase tickets.

Jason Alleger, a Provo resident, explained that he was interested in moving to Highland. The lot he was contemplating purchasing included some vacant property next to it. He wanted to purchase the home and subdivide the lot so that he could sell it to a friend who also wanted a new home. He spoke with the Planning Department and was told that the second lot did not have enough frontage to be able to be utilized

as an additional lot. He asked if there was anything that could be done to allow him to subdivide the property. The lots would each be half an acre.

Planner Tara Tannahill said that the subdivision had already met their density allotment, and the frontage was too short for a second lot.

Council Member Brian Braithwaite said that it would be difficult for him to consider making an exception for Mr. Alleger, unless there was something unique about his situation. The Council would be unable to treat him differently than other Highland citizens.

2. PRESENTATIONS

a. USDC PROPERTY DEVELOPMENT UPDATE – Spencer Moffat, Boyer Company
Spencer Moffat, with the Boyer Company, provided a brief update regarding the USDC property. They held an open house and received feedback from the public regarding the project. They took that feedback and made a few adjustments to the concept plan to address some of the concerns. The main concerns included traffic, the connector road west of the project site, the multifamily/flex space and density, and the future church and school sites.

Mr. Moffat said that they had eliminated a few access points from Cedar Hills Boulevard and created an arterial road that ties into the high school parking lot. The purpose of the road was to direct traffic down one road from the high school rather than having the traffic disseminate through the whole project. They also removed all driveways off of that road so that residents do not have to back into traffic. They added a landscape buffer between the high school and the project on Cedar Hills Boulevard.

Mr. Moffat reported that they were looking for alternative housing options to replace the apartments, and they were leaning toward more townhomes. This would cut the proposed density in half.

Council Member Kurt Ostler asked about the type of commercial development they would be bringing in, and Mr. Moffat said that it would be professional office, medical office, dining, and small retail pods. They would not be bringing in any big box retail.

Council Member Scott L. Smith initiated a discussion regarding the intentions for another LDS church building in the area. Mr. Moffat said that they could accommodate a church site if necessary.

Mr. Moffat then pointed out the senior housing, open space areas, and the City park on the concept plan.

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. ACTION: Approval of Meeting Minutes

Regular City Council Meeting January 22, and February 5, 2019

Council Member Ed Dennis MOVED to approve the minutes, as amended.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

Council Member Brian Braithwaite Yes

Council Member Ed Dennis Yes
Council Member Tim Irwin Yes
Council Member Kurt Ostler Yes
Council Member Scott L. Smith Yes

The motion passed.

4. PUBLIC HEARING/RESOLUTION: DESIGNATION OF OPEN SPACE PROPERTY FOR DISPOSAL AND REMOVAL OF NEIGHBORHOOD OPTION TRAILS IN THE CANTERBURY NORTH SUBDIVISION

Planner & GIS Analyst Tara Tannahill presented the staff report regarding the request for the disposal and removal of the neighborhood option trail in the Canterbury North subdivision. The petitioners have offered to pay 25% of the Utah County assessed value of the property, which was \$3.21 per square foot, and they were not requesting City financing. She showed an aerial map of the subdivision and outlined the portion of the trail that was part of the request. She explained that the main pressurized irrigation line that connects the sprinklers in the park run along this section of the trail. If the trail were to be sold, the line would need to be moved to connect into the main line in Canterbury Place, and the estimated cost was \$15,000. The petitioners met the petition and noticing requirements and staff received five emails in opposition to the petition.

The Council briefly discussed the removal of the sprinkler line, and City Engineer Todd Trane confirmed that the line could also be abandoned.

Mayor Mann opened the public hearing at 7:28 PM and called for any citizens who would like to speak on the item to come to the podium and state their name for the record.

Citizen Comments:

Scott Hansen, a resident, said that he was not on the application. He would like to have more privacy and more property, but he had some questions and concerns that were never resolved. When he was approached about signing the petition, he decided not to sign because he valued open space. Removing the open space, after making efforts to put it in, seemed like the City was changing the rules. He also wanted more information on costs, logistics, implementation, and the timeline. He felt that removing only half of the trail was questionable, and it might set precedent for the rest of the trail in the subdivision. Mr. Hansen was not convinced that this would resolve the issues of trail maintenance.

Mayor Mann asked if there was a timeframe for individuals to purchase the land if the Council approved the disposal. City Administrator Nathan Crane said that the timeframe was up to the residents, but there would not be anything included in the approval. He confirmed that Mr. Hansen could be part of the land purchase if the disposal was approved.

Brent Wallace, a resident, said that he was in favor of open space and trails. He and his family use the trails and park, and he liked being able to travel the neighborhood without using any roadways. This was a major trail to the park, and removing it would affect more than just the Canterbury North subdivision. He was concerned that the City would be setting precedent for other residents who wanted trails removed.

Council Member Ed Dennis explained that only a few trails had the option to be removed. This would not set precedence. He commented that the trails looked scruffy, and he felt tired of it. The City cannot maintain all of the trails, even though they would like to. He felt the condition of the trails was always the

main driver for applications. Council Member Ed Dennis chaired the Open Space Committee and the issue had been a major topic of discussion for years. He believed a land grab was the least of their concerns.

Council Member Kurt Ostler agreed that most of the trails were an issue.

Mr. Wallace suggested that the City allow the neighbors to take care of the trails. They should not rely on the government to do that. Council Member Ed Dennis said that they had entered into maintenance agreements with residents so that they could maintain property, but it was not received well. The City had many issues with encroachment. There was no simple solution to the problem of maintenance.

Council Member Scott L. Smith reminded the group that the residents were paying an extra monthly fee for parks and trails, unfortunately, it was not enough money to maintain everything. They had worked hard to come up with other options, but there was no perfect solution. Mr. Wallace asked if these residents would get out of paying the fee if they purchased the property, and the Council answered negatively. Council Member Scott L. Smith said that the idea of asking the residents to maintain the trail without owning the property would not go over very well.

Mr. Wallace argued that crime was no higher on open trails than any other place in the City. He wanted the trails to remain.

Jenny Roos, a resident, spoke in favor of the trails. She felt safe having her children use the trail system to get to their friend's homes.

Jeff Martin, a resident, had sent a detailed email to the Council but he wanted to highlight a few points from it. He said that the petition was in no way a land grab. The issue of safety should not be disregarded. There had been several instances where people walk from the trail through his yard to his home. The trails were poorly maintained, and he found that if he does not maintain the trail behind his home, it becomes a problem for his property. He spoke about the process of obtaining signatures from the neighbors. Mr. Martin then referred to an article from October 2012 entitled "Highland Open Space Encounters Problems." This was not a new issue for the City or the residents, but he was not sure that the proposal would solve the problem entirely. He briefly spoke about fencing along the trail creating dark alleyways, which he believed would invite more crime.

Anthony Stephens, a resident, said he had not seen residents maintaining the trail. He has had to pick up trash and dog feces on the trail next to his property. He also was concerned about security. He felt that the short fences did not provide a lot of peace of mind, and his back yard felt open to anyone who passes by. There may not be many instances reported to the police, but theft and break-ins had taken place.

Council Member Kurt Ostler asked how tall his fence was, and Mr. Stephens responded that it was three feet high. He understood that the fence could be taller, but if the fences were all six feet, no one would feel safe along the trail.

Katie Spens, a resident, spoke of her concerns about safety. There were times when her neighbors would ask her to watch for people coming into their back yards. The trail itself was full of pot holes and big tree roots, but the City had not put forth a plan for trail maintenance. It would not be a disservice to get rid of the open space. It would look better if the residents were maintaining it.

Tamarie Stoker, a resident, was also concerned with safety and suggested that the fencing ordinance should be amended to allow for privacy fencing.

Richard Miller, a resident, said that most of the adjacent residents had expressed an interest in purchasing the property. When the petition came around, he signed it without looking into any of the details. He assumed that people wanted to purchase the property up to the trail, not the trail itself. He agreed that the City should allow taller fencing for privacy. He had been running on this trail for years and did not want to change his daily route. He suggested a neighborhood watch group to help with safety.

Jason Flint, a resident, said that he did not sign the petition because there were a lot of unanswered questions. He would prefer a solution that fixed the trail problem citywide. The trail system was definitely used by residents, and it was a safe way for children to get to school, church, or the park. He did not think they should dispose of the trail. He wondered if there would be requirements for landscaping, or if there would be a bond posted from the City to purchase land and move the sprinkler line. He also worried about orphaned spaces if some residents chose not to purchase the property.

Ryan Barker, one of the petitioners, reminded everyone that the Council allows residents to remove certain trails per City code. He and the other petitioners had followed the outlined process and procedures to make that happen. Mr. Barker spoke of some instances of theft along the trail. He asked the Council to approve their proposal.

Merrill Frost, a resident, felt extremely safe with his kids in the backyard. He had never seen or heard of any safety concerns. This seemed like an “all or nothing” petition, and he felt some pressure from the neighbors to sign it. If he did not have access to the trail any longer, he planned to put up fencing and maintain the property that he was already maintaining.

Calvin Miller, a resident and police officer, said that there were safety concerns on the trail. There were a lot of people using the trail that were not from Highland, he had even spoken to some of the people that looked like they were looking for things to take in neighbors’ back yards. Not everyone files a police report when there is an incident.

Jenny Hansen, a resident, said that she had not experienced any issues with crime in the 14 years she’s lived in the neighborhood. She felt this was a very safe area.

Marilee Barker, a resident, said that her concern was for privacy. She had nice neighbors, but it was like living in a fishbowl. She felt like she and her children could not enjoy their own backyard. She spoke of several instances where people have entered their backyard, garage and basement. She did not mind the idea of having a larger backyard and being able to maintain it.

Candice Miller, a resident, spoke about garbage, drugs, pedophiles, and other undesirables on the trail. Unless the City could fund more police officers to continually watch the trail, they should allow the residents to purchase the property and maintain it themselves.

Michael Bronson, a resident, said that he had been using the trail for almost eight years. It seemed like the City had a good idea with the trail system, and it was a shame to get rid of it because of maintenance issues. He was concerned that this would begin a trickle effect that would cause other residents to want to purchase trail property. If the trails were unsafe, then the City should consider getting rid of all of them.

Julie Stephens, a resident, noted a greater potential for more non-residents on the trail with the new beach going in at the reservoir.

Neal Evans said that he wasn’t a resident of the Canterbury subdivision, but he was concerned about the cost of abandoning the sprinkler line. He asked if the City could keep the easement and the sprinkler line.

City Engineer Todd Trane explained that they did not want to keep a water line there because it would be difficult to access once private homeowners owned the property. The owners would want to install fences, which could go right through the sprinkler line. It would be easier for the City to move the line before the fences go up.

Brandon Long, a resident in a different area, said that he wanted to purchase City property behind his home, and he asked about the process. Council Member Ed Dennis invited Mr. Long to speak with staff after the meeting.

Mayor Mann closed the public hearing at 8:41 PM.

Council Member Ed Dennis explained that only a few trails in the City were designated as neighborhood option trails, and most of those were trails behind homes. The Open Space Committee had been dealing with the issue for years, and had looked at a number of potential solutions.

There was a discussion regarding the other neighborhood option trails that had been removed, and whether those were asphalted or not.

Council Member Ed Dennis noted that the residents may consider trails to be a safe route to school, but the State of Utah did not. Safe routes were always on sidewalks along roadways, because there could be a lot of eyes on the children from the road. He thought that the residents' concerns about safety were valid. He touched on the City's funding obstacles.

Council Member Scott L. Smith said that the Open Space Committee was established when he was on the City Council in 2010. The idea of open space was wonderful, and it's one of the things that brings people to Highland. The residents of Highland were very financially conservative, so they try to keep taxes down. They also do not want commercial development, which brings revenue to the City. The City has been working hard to eliminate debt. They just do not have the money necessary to maintain trails as they intended. He was in favor of eliminating the trails and having more funds to maintain the parks.

Mayor Mann noted that the County would be implementing a quarter cent tax that could be used for roads, trails, curbs, and sidewalks. A portion of that money would be coming to the City.

Council Member Brian Braithwaite thanked the residents for participating in the discussion and for voicing their concerns or support. He had heard the argument that the trails were unsafe, so he had asked Police Chief Brian Gwilliams to study the issue. The study showed no evidence that the trails have higher crime activity than any other place in the City. Trails are safe because they are through neighborhoods where there are plenty of neighbors watching. Council Member Braithwaite also addressed the weed problem on the trails. When the trails were proposed, they were told that there would be natural vegetation. When water comes in contact with these natural vegetation areas, weeds grow. The City did not allocate funds to maintain trails that they thought would maintain themselves because of natural vegetation. He admitted that this was a mistake on the City's part. He was concerned about removing a trail that already had asphalt on it. The other neighborhood option trails that had been removed had not been paved.

Council Member Ed Dennis commented that the paved trail on the property north of the Robinsons was approved to be removed, but the residents didn't pursue it.

Council Member Brian Braithwaite wanted to address the issue of fencing around the trails. City Administrator Nathan Crane said that the code allows for fences up to six-feet, but the top two feet have open fencing. He clarified that this requirement was just for the properties along this trail. Other trails had different requirements. Council Member Braithwaite suggested reconsidering the fencing requirement, but

he commented that fencing would not resolve all of the safety and privacy concerns. He noted that he had proposed a moratorium on this kind of request a month ago, but it was denied. He wanted the Council to have more time to figure out a good solution to these problems. One of his concerns was that some of the property might not be purchased by residents, and the City would be left with small sections of property that they could not access to maintain. It seemed that not all of the residents were aligned with the petition they signed. He thought it was disingenuous for the City to create policies and then change their mind. They needed to be consistent.

Council Member Tim Irwin recommended that the Council focus on maintenance of the asphalt and address the fencing concerns.

Council Member Kurt Ostler reported that he had visited with many people in the neighborhood, and he found that this issue had really divided the neighbors. He was concerned that removing the trail would hurt the overall trail system. He did agree that maintenance had been an issue. He felt a portion of the quarter cent sales tax from the County should be used to help maintain the trails.

Council Member Scott L. Smith said it was disconcerting to hear that there was never an expectation to maintain the trails. Residents pay an extra fee for this purpose, and that money should be going to maintaining the trails and open space as intended. There had to be a better solution than getting rid of trails that were being utilized. If the City could not find a way to maintain the trails, the residents should be allowed to purchase the properties.

*Council Member Tim Irwin MOVED the Question.
Council Member Ed Dennis SECONDED the motion.*

*Council Member Kurt Ostler MOVED to deny the application to remove the trail.
Council Member Brian Braithwaite SECONDED the motion.*

The vote was recorded as follows:

<i>Council Member Brian Braithwaite</i>	<i>Yes</i>
<i>Council Member Ed Dennis</i>	<i>No</i>
<i>Council Member Tim Irwin</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>

The motion passed 3:2.

Council Member Brian Braithwaite suggested that the Council schedule a time to discuss the fencing and identify an additional revenue stream. Mayor Mann agreed. Council Member Scott L. Smith believed that the fencing issue had been discussed enough by the Council and the Open Space Committee; that avenue had been thoroughly vetted already. He suggested allowing the residents to give input. Council Member Ed Dennis was concerned that this would end up being an educational discussion for the residents about why they are not allowed to have a fence. It would not create a solution. They had already been told that there is no funding for maintenance. There needs to be a workable solution.

5. PUBLIC HEARING/ACTION: CONDITIONAL USE PERMIT FOR PARK MAINTENANCE BUILDING

Council Member Tim Irwin MOVED to approve the conditional use permit for a Park Maintenance Building located at 5600 West 10400 North.

Council Member Ed Dennis Smith SECONDED the motion.

City Administrator Nathan Crane oriented the City Council regarding the request for a conditional use permit for a Park Maintenance Building located at approximately 5600 West 10400 North as part of the Mountain Ridge Park design. The Planning Commission heard the request and recommended approval. He noted that the park maintenance equipment was currently being stored at two homes in Pheasant Hollow, but the City would lose that option before next winter and they needed another location as soon as possible. They needed the building shell and site improvements done by November 1, 2019, and it would take 180 days for construction and 60 days for construction plans. Staff urged the Council to make a decision on the request. Several different locations had been proposed for the building, but the City had experienced opposition from the residents at each location. He showed a building site plan and clarified that the overhead doors would be facing east, away from the residential homes.

Council Member Scott L. Smith commented that a park maintenance building was desperately needed, and the location seemed to make a lot of sense. He appreciated that staff designed the building to face away from the residences to reduce noise.

Council Member Ed Dennis suggested putting some trees along the west side of the site as a buffer, and City Engineer Todd Trane said that the developer had requested the same thing.

Mayor Mann opened the public hearing at 9:41 PM and called for any citizens who would like to speak on the item to come to the podium and state their name for the record.

Citizen Comments:

Hilary Gardiner, a resident, asked why the Town Center location had been withdrawn from consideration. She felt bad for the residents with premium lots that would have a building right behind their homes if this was approved.

Mayor Mann explained that they had been looking for a location for the building for five years. The Town Center location was withdrawn because the residents did not like the location. They had experienced such opposition at every proposed location.

Jennifer Knowles, a resident, asked if they had considered using property by the old Highland City building.

Council Member Brian Braithwaite thought that was a great suggestion, and he was going to make that suggestion after the public hearing.

Ms. Knowles felt that the City was moving really quickly on this, particularly since the plans for the Mountain Ridge Park had not been determined yet. She wanted more community input on the decision and the entire park overall.

Sherry Kramer, a resident, was also concerned that the proposal was being considered when the rest of the park had not been solidified yet. She stated that a maintenance building in American Fork had been approved next to a cemetery and the neighbors came out in force against it. This was prime park property and she felt it should be used for other things.

John Spens, a resident, requested that the City install a wider sidewalk from Mountain Ridge Park all the way to the west to make the corridor safer. He thanked Council Member Kurt Ostler for speaking with him and doing his due diligence in researching the issue.

Tyler Sorensen, a resident, asked what types of things would be stored in the building and if there would be lighting on at night.

City Engineer Todd Trane said that the park maintenance hours would be from 7:00 a.m. to 5:00 p.m., and the building would be used to store lawn care equipment. There would be lighting on the east side of the building, but not the west. The back area would be locked and gated, and any outdoor storage would be limited to things like mulch or rocks. Snow removal equipment would remain at the building they were at now. The site made the most sense for staff, and they were trying to mitigate nuisances as much as possible.

Mayor Mann closed the public hearing at 9:53 PM.

Council Member Scott L. Smith MOVED the Question.

Council Member Ed Dennis SECONDED the motion.

Council Member Brian Braithwaite wanted to continue the discussion, but Council Member Scott L. Smith argued that they had been discussing this for five years. They had already explored all other locations.

Council Member Scott L. Smith MOVED the Question.

Council Member Ed Dennis SECONDED the motion.

The vote was recorded as follows:

Council Member Brian Braithwaite No

Council Member Ed Dennis Yes

Council Member Tim Irwin Yes

Council Member Kurt Ostler No

Council Member Scott L. Smith Yes

The motion failed.

City Attorney Tim Merrill explained Move the Question required a 2/3 vote to pass, although the Council hadn't adopted technical rules on this. Mayor Mann opted to have the motion fail and allowed for further discussion.

Council Member Brian Braithwaite commented that Highland did not have a lot of park land left, and it would be better if the property was used for another ball field or some other recreational use. He felt that putting the building behind the community center would be a better option. That land would never be used as a park. City Engineer Todd Trane explained that the location he proposed was not ideal because of the configuration of the site and access. Trucks would need to back out onto 10400 North, and UDOT would not grant access to SR-94. The Arts Council also used the property for parking during events. He showed the concept plan staff had created several years ago for that location. There was some discussion regarding parking, bathrooms, and access.

City Engineer Todd Trane said there were ten concept plans made and presented, and residents had issues with every single one. He asked for a decision that evening because by November they would have nowhere to put their equipment. Staff preferred the Mountain Ridge Park location.

Council Member Tim Irwin MOVED to approve the conditional use permit for a Park Maintenance Building located at 5600 West 10400 North.

Council Member Ed Dennis SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brian Braithwaite</i>	<i>No</i>
<i>Council Member Ed Dennis</i>	<i>Yes</i>
<i>Council Member Tim Irwin</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>No</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed 3:2.

6. ACTION: JUSTICE CENTER SECURITY

Lone Peak Police Chief Brian Gwilliam explained the proposed security upgrades for the front lobby of the Highland Justice Center. When the building was first constructed, they decided not to upgrade security to cut costs. There had been some recent incidences that made it necessary for ballistic panels and glass to be installed. They were concerned about the safety of the staff. The cost estimate was \$50,000, including labor and equipment.

Council Member Kurt Ostler asked how this would be funded, and City Administrator Nathan Crane said it would come from the City rather than the Lone Peak Safety District. The building was owned by the City, and the District was renting.

There was some discussion regarding the possibility of Alpine providing some of the funds, because they were also part of the Lone Peak Public Safety District. Staff agreed to speak with Alpine City about the proposal.

Council Member Kurt Ostler MOVED to approve the security upgrades for the Highland City Justice Center lobby for a price not to exceed \$98,979.

Council Member Tim Irwin SECONDED the motion.

Council Member Ed Dennis asked to AMEND the Motion that they reach out to Alpine and ask them to cover a percentage of the cost in lieu of a rent increase.

Council Member Scott L. Smith SECONDED the amended motion

The vote was recorded as follows:

<i>Council Member Brian Braithwaite</i>	<i>Yes</i>
<i>Council Member Ed Dennis</i>	<i>Yes</i>
<i>Council Member Tim Irwin</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

The motion passed.

Council Member Kurt Ostler MOVED to approve the security upgrades for the Highland City Justice Center lobby for a price not to exceed \$98,979 and reach out to Alpine and ask them to cover a percentage of the cost in lieu of a rent increase.

Council Member Tim Irwin SECONDED the motion.

The vote was recorded as follows:

<i>Council Member Brian Braithwaite</i>	<i>Yes</i>
<i>Council Member Ed Dennis</i>	<i>Yes</i>
<i>Council Member Tim Irwin</i>	<i>Yes</i>
<i>Council Member Kurt Ostler</i>	<i>Yes</i>

Council Member Scott L. Smith Yes

The motion passed.

7. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS

a. INDIRECT CHARGES FOR THE LIBRARY

Finance Director Gary LeCheminant explained the indirect charges for the Library. The current methodology was to charge the library for a percentage of phones, janitorial work, utilities, and insurance. Other entities, such as the Open Space and Enterprise Funds, used an alternate allocation method. In that method, they total all the non-payroll/benefit expenses from the Council, Administration, Finance, Audit, Treasurer, Engineer, Planning, Attorney, and Recorder, and then multiply the total by 40%. Then they total all of the budgeted expenses from the library, cemetery, open space, culinary, sewer, storm water, and pressurized irrigation. They calculate the percent of each fund's expenses to the total expenses of all funds, then multiply the that percentage by the total amount of budget expenses to be allocated. He asked if the Council wanted to change the allocation methodology for the library to the second method.

Council Member Ed Dennis wanted to be consistent in their allocation methodology, and he believed that the second method would bring the library and cemetery in line with the rest of the funds. The other Council Members agreed. After some discussion, the Council agreed to implement the change in methodology on July 1st. Until that time, they would continue with the cross charges and reimbursements.

8. FUTURE MEETINGS

a. Future Meetings

- February 26, Planning Commission Meeting, 7:00 pm, City Hall
- March 5, City Council Meeting, 7:00 pm, City Hall

ADJOURNMENT

Mayor Rod Mann called for a motion to adjourn.

Council Member Tim Irwin MOVED to adjourn the meeting and Council Member Ed Dennis SECONDED the motion. All voted yes and the motion passed unanimously.

The meeting adjourned at 10:35 PM.

I, Cindy Quick, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on February 19, 2019. This document constitutes the official minutes for the Highland City Council Meeting.



Cindy Quick, MMC
City Recorder