



HIGHLAND CITY

HIGHLAND CITY COUNCIL AGENDA

Tuesday, April 17, 2018

Approved June 5, 2018

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

PRESIDING: Mayor Pro Tempore Brian Braithwaite

COUNCIL MEMBERS

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

CITY STAFF PRESENT: City Administrator/Community Development Director Nathan Crane, Assistant City Administrator Erin Wells, City Engineer Todd Trane, Public Works O&M Director Justin Parduhn, City Attorney Tim Merrill, City Events Coordinator Julie Tapusoa, City Recorder Cindy Quick

OTHERS: Bret Hardy, Glen J. Thurgood, Brenda Thurgood, Claudia Stillman, Darin Juncker, Stephanie Juncker, Amber Daley, Tim Ball, Diana Braithwaite, Dawson Braithwaite, David Jardine, Laura Mabey, Julie Hunter, Bryce Bushman, Donovan Bushman, David Beck, Esther Beck

7:00 P.M. REGULAR SESSION (CITY COUNCIL CHAMBERS)

Call to Order – Mayor Pro Tempore Brian Braithwaite

Invocation – Linda P. Walton

Pledge of Allegiance – Council Member Scott L. Smith

The meeting was called to order by Mayor Pro Tempore Brian Braithwaite 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 Linda P. Walton and those assembled were led in the Pledge of Allegiance by Council Member Scott L. Smith.

1. UNSCHEDULED PUBLIC APPEARANCES

Time has been set aside for the public to express their ideas, concerns, and comments. (Please limit comments to three minutes per person. Please state your name and address.)

Amber Daley, a resident of Toscana, had noticed that people are not cleaning up after their dogs around the splash pad and park. She suggested that the City consider providing doggie waste stations to help the residents keep the public areas clean. Mrs. Daley also had a concern about the stamped concrete around the splash pad, which was dangerously slippery when wet or during the winter.

2. PRESENTATIONS

a. YOUTH COUNCIL REPORT– *Laura Mabey, Youth Council Member*

Youth Council Member Laura Mabey reported on the recent and upcoming activities of the Highland City Youth Council.

b. HIGHLAND FLING UPDATE – *Julie Tapusoa, City Events Coordinator*

City Events Coordinator Julie Tapusoa reported that plans for the Fling were well underway. The theme for the year would be “We Rise by Lifting Others”, and the focus was on local and global service. The committee was still working with Courage Reins and Five-Twelve for potential service projects locally. Mrs. Tapusoa briefly listed some of the events that would take place and said that they would be adding a Balloon Fiesta and a nighttime Balloon Glow. Regarding sponsorship, she reported that this was the first year that the committee reached out to sponsors without a “middle man” and it had proved successful so far. Central Bank Title would be their main sponsor, and the group had already raised \$15,350 of their \$20,000 goal. Personally, Mrs. Tapusoa was striving to raise much more than that. She noted that they were still in need of volunteers and committee members.

Mayor Pro Tempore Brian Braithwaite asked which committee positions needed to be filled, and Mrs. Tapusoa responded that the Play Day Rodeo chairperson was one major need and noted that if they were unable to find a chair for the activity, it would not be able to happen at all. She also mentioned a need for volunteers during the Fling, including garbage collection.

Mrs. Tapusoa reported that they were currently taking nominations for a Grand Marshal and those nominations needed to be submitted by May 20th. She requested nominations be sent to julie@highlandcity.org, and that they include a few paragraphs about why their nominee exemplifies this year’s theme.

Council Member Tim Irwin asked if the Fling would be self-funding this year, as the Council had previously discussed. Mrs. Tapusoa said that the City had been funding between \$13,000 and \$14,000 to the fund, which was why her personal goal was to raise at least \$30,000. This was the first year that the committee was finding their own sponsorship, so they didn’t want to set a goal that was unattainable. They would not be budget-neutral this year, but she felt that they were heading in the right direction.

Council Member Kurt Ostler complimented Mrs. Tapusoa on raising over \$15,000 already. He believed they could reach their goal and exceed it.

Mrs. Tapusoa reported that they would be hosting a summer Movie in the Park that wasn’t part of the Fling that would take place on June 21st at the Splash Pad park, and they would be showing the movie “Wonder”. Mountain Medical was sponsoring the event.

c. VOLUNTEER APPRECIATION CERTIFICATE – *Brian Braithwaite, Mayor Pro Tempore*
Mayor Pro Tempore Brian Braithwaite reported that it was National Volunteer Appreciation Week, and they would like to award two members of the community with a Volunteer Appreciation Certificate from the State.

The first recipient was Laura Dawson, who was unable to attend the meeting. She had served as the Chair of the Beautification Committee for five years, and during that time she implemented programs such as Yard of the Month and Adopt-a-Patch. These programs provided many opportunities for others to volunteer in the community. Ms. Dawson had also organized several Garden Tours during the Fling, and she had done all of this while battling health issues. Mayor Pro Tempore Brian Braithwaite expressed his appreciation for her service.

The second recipient was Shauna Larsen, who had been integral in the success of Highland City and a huge asset to the Arts Council. Ms. Larsen has served as the Arts Director for seven years, and brings a large

variety of events, shows, and classes to the City. Mayor Pro Tempore Brian Braithwaite presented the certificate to Ms. Larsen.

Council Member Tim Irwin added that the Timpanogos Orchestra was under Ms. Larsen’s purview as well.

Council Member Kurt Ostler mentioned that the Arts Council has shown great support for Ms. Larsen, and they were equally willing to get their hands dirty for the City.

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 the consent agenda if they would like them considered separately.

a. Action: Approval of Meeting Minutes—Regular Session March 20, 2018

Council Member Tim Irwin MOVED to approve the meeting minutes from March 20, 2018.

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 AND ORDINANCE: REZONE OF 5.475 ACRES LOCATED AT 5959 W 10100 N FROM R-1-40 TO R-1-20 (Z-18-01)

Darin Juncker of New Element Construction is requesting a rezone. The City Council will hold a public hearing and determine if the proposed rezoning: 1) is consistent with the purpose of the General Plan; 2) will or will not adversely affect the community; and 3) will or will not result in compatible land use relationships. The Council will take appropriate action.

City Administrator Nathan Crane presented a staff report regarding a request to rezone 5.475 acres of property from R-1-40 to R-1-20. He briefly reviewed the requirements of R-1-20 and R-1-40 zoning districts and identified the differences between the two zones. He also reviewed the General Plan, Land Use Map, and Zoning Map. Regarding utilities, Mr. Crane said that staff had determined that all the existing infrastructure would be able to take on the new development, except for maybe sewer. The solution would be to accelerate some of the capital improvements that had already been planned for the sewer lines in the area. The zoning map was again displayed, and Mr. Crane identified zoning surrounding the subject property. Those areas marked in purple had density similar to R-1-20, although they were not zoned as such. The proposed subdivision would have seven lots. The Planning Commission previously held a public hearing and voted 5-to-1 to recommend approval of a rezone to R-1-30 rather than the requested R-1-20.

City Administrator Crane encouraged the Council to consider the goals and objectives of the General Plan in making a decision for the rezone. The R-1-20 zone was not well received by the community, but they should also consider the needs of the developer and the uniqueness of the subject property. He also stated that the property to the east would eventually develop, and the decisions made here would affect what they could do with their property.

Council Member Ed Dennis asked for clarification on the sewer issues, and whether or not a pump would need to be installed.

Todd Trane, City Engineer, explained that those issues would be resolved during the preliminary planning stage. Based on the information they had so far, the developer would need to take the sewer up to the north or to the east. Either way, staff would make sure problems were resolved.

In response to a question from Council Member Ed Dennis, City Administrator Crane confirmed that the properties east and north of the subject property were zoned R-1-20. Council Member Kurt Ostler identified other areas that were zoned R-1-40 but had a mix of lot sizes.

Council Member Ed Dennis asked for clarification on the impact of the buried culvert easement. City Administrator Crane explained that there was an easement associated with the canal, and that meant that there was a 40-foot “no building” zone along the southwest portion of the property. Affecting the buildable areas of the lots, which were identified on the plans provided.

Mayor Pro Tempore Brian Braithwaite briefly explained that Mayor Mann was out of town, so he would be leading the meeting and would still be able to vote on issues.

He then opened the public hearing at 7:41 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:

Darin Juncker, the applicant, stated that the site plan as present almost conformed to the R-1-30 standards, but they would still like to rezone to R-1-20 because it fit in with the surrounding developments. He reported that he had worked with the Thurgood family, the owners of the parcel to the east, and tried to figure out how to develop both parcels. The property was unique because of the slope and the no build easement, and the City Engineer had expressed a desire for a through street. Originally, Mr. Juncker had presented a site design with a cul-de-sac, which he preferred. If the City Council wanted to rezone the property to R-1-30, he would accept that.

Council Member Ed Dennis asked what the impact would be to the plan if the property were zoned R-1-30. Mr. Juncker responded that the number of lots would not change, but they would have to shift some lot lines.

Council Member Kurt Ostler asked Mr. Juncker if he had spoken with the Thurgoods about helping them meet the frontage requirements of the R-1-30 zone. It was noted that they would need an additional 30 feet of property to meet the requirement. Mr. Juncker stated that if they were to give up 30 feet to the Thurgoods, they would lose one or even two lots with the proposed layout. It would be easier to accommodate that with the cul-de-sac design. He had been working with the Thurgoods on a continuous subdivision layout that would allow for some land shifting, but he decided to move forward without them.

David Beck, a resident, said that his primary concern was about the through road rather than the R-1-20 zoning. He preferred the cul-de-sac design.

Brenda Thurgood read a letter that she had written on March 23, 2018. She expressed concerns about the through street and the possibility that they would need to install utilities through her pasture for the development. She would like to discuss the project with City staff to better understand the impacts to her

parcel and potential mitigation measures. Mrs. Thurgood supported the rezone application and was not opposed to R-1-20, provided that staff was able to work with her and her family before final plat approval.

Glen Thurgood, son of Mrs. Thurgood, explained the issue regarding the frontage on their property. If they were required to put the road through, they would need to be rezoned to R-1-20 because they would not be able to meet the lot frontage requirements of the R-1-30 zone.

Council Member Tim Irwin commented that he was comfortable with the rezone to R-1-20, but he was not comfortable approving the site plan without the Thurgood's concerns being addressed.

Council Member Scott L. Smith asked for clarification regarding cul-de-sacs. City Engineer Todd Trane outlined where the cul-de-sacs would go on these two properties. Although two cul-de-sacs made sense, the current code requires connecting roads as much as possible. The other concern was that the code doesn't allow for downhill cul-de-sacs for storm drainage reasons and noted that the property has a significant slope.

Mr. Juncker commented that his civil engineer had checked on the utilities and determined that they would not have to run any lines through the Thurgood property to make the subdivision work.

Council Member Scott L. Smith asked the applicant if he would be in favor of the cul-de-sac design, if the City allowed it, and Mr. Juncker answered affirmatively.

In response to a question from Council Member Kurt Ostler, City Administrator Crane listed some of the site options that were discussed with Mr. Junker and the Thurgood family. Mrs. Thurgood commented that she felt locked in by the current concept plan. If Mr. Juncker had to install the through street, so would she. Mayor Pro Tempore Brian Braithwaite mentioned that she would be locked into a plan whether they did a through street or a cul-de-sac.

Council Member Tim Irwin asked if the Council could approve the rezoning request without locking in the concept plan, and City Administrator Nathan Crane answered affirmatively.

City Engineer Trane noted that staff would work with the applicant on the site plan during the engineering review. If a cul-de-sac was justified, they could make it work.

Council Member Tim Irwin noted again that he wanted the Thurgoods to feel comfortable with the decision.

Tim Ball, a resident, stated that the property in question did not meet the requirement for a zoning change, and the request violated the rule and spirit of the Highland City Charter. He said that granting the rezone would create a dangerous precedent for other developers who would want to demand the same rezone. Economic expediency was not a compelling reason for changing the zone. Mr. Ball urged the City Council to maintain the R-1-40 zoning.

Julie Hunter, a resident, didn't want the road to go through, she preferred the cul-de-sac design.

Don Wishman, a resident, was opposed to the rezone because it was not consistent with the feel of Highland, which was larger, rural lots. He felt that lot sizes should be as large as possible.

Sara Beck, a resident, reported that she was in support of the cul-de-sac design.

Mayor Pro Tempore Braithwaite closed the public hearing at 8:11 PM

Council Member Ed Dennis asked Mrs. Thurgood if rezoning their property to R-1-20 would address their frontage issues, and she responded affirmatively.

Mayor Pro Tempore Brian Braithwaite stated that zoning was a moot issue unless the road went through.

City Engineer Todd Trane commented on the topography of the two properties, stating that there was a downhill slope from both the east and south. This was a situation where they wouldn't be able to get water out, so the issue needed to be addressed with both properties. The design for two cul-de-sacs could work.

Council Member Kurt Ostler felt a need to follow the recommendation from the Planning Commission and approve the R-1-30 zone rather than the R-1-20.

The conversation turned back to the concept design, and City Engineer Trane assured the Council that he would work with the applicant and the Thurgood family to find a layout that worked for both properties. He urged the City Council to consider the zoning request apart from the concept plan.

Mayor Pro Tempore Brian Braithwaite called for a motion.

Council Member Tim Irwin MOVED to approve the R-1-20 zoning change.

Council Member Ed Dennis SECONDED the motion based on extenuating circumstances of both the Thurgood property, which should be beneficial to them whenever they decide to develop the property, as well as the complications of the buried culvert easement which makes the alignment of the property more difficult; as well as the downhill cul-de-sac issue, which is subject to engineering.

Mayor Pro Tempore Brian Braithwaite was concerned because the Thurgood property was not part of the proposal, and the zoning of the subject property would not impact them. They could submit their own petition for rezone when they were ready to develop. The only thing that would affect the Thurgood property was the road.

Council Member Tim Irwin commented that it seemed that both properties should have the same zoning.

Council Member Kurt Ostler explained that the Juncker property fit within the R-1-30 zoning, and he felt the Council should approve the zoning as recommended by the Planning Commission.

Mayor Pro Tempore Brian Braithwaite felt that even the R-1-30 had no relevance unless the road went through.

Council Member Ed Dennis felt that the zoning of the subject property would set precedence for the Thurgood property.

Council Member Tim Irwin moved the question.

Council Member Tim Irwin MOVED to approve the R-1-20 zoning change.

Council Member Ed Dennis SECONDED the motion based on extenuating circumstances of both the Thurgood property, which should be beneficial to them whenever they decide to develop the property, as well as the complications of the buried culvert easement which makes the alignment of the property more difficult; as well as the downhill cul-de-sac issue which is subject to engineering.

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 passed 3:2.

Mayor Pro Tempore Brian Braithwaite said that the rezone to R-1-20 was approved, and he called for a motion on the ordinance amendment.

*Council Member Ed Dennis MOVED to accept the Ordinance O-2018-06 of the Highland City Council Amending the official zoning map rezoning the 5.475 acres located at 5959 W 10100 N from R-1-4- to R-1-20 and imposing conditions upon such change.
Council Member Tim Irwin SECONDED the motion.*

Mayor Pro Tempore Brian Braithwaite pointed out the stipulations included in the staff report and suggested that they be included in the motion as well. City Administrator Nathan Crane explained that they could accept the proposed stipulations, because staff could work within that for the through street design or the cul-de-sac design.

Council Member Ed Dennis MOVED to accept the Ordinance O-2018-06 of the Highland City Council amending the official zoning map rezoning the 5.475 acres located at 5959 W 10100 N from R-1-4- to R-1-20 and imposing the following conditions:

- 1. The preliminary and final plat shall conform to the concept plan date stamped March 22, 2018 except as modified by these stipulations.*
- 2. Road design shall meet all City Standards.*

Council Member Tim Irwin SECONDED the motion.

After some discussion, the City Council determined to include another stipulation setting the maximum number of lots to seven.

*Council Member Kurt Ostler amended the ordinance to require a third stipulation that there would be a maximum of seven lots.
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.

Council Member Ed Dennis MOVED to accept the Ordinance O-2018-06 of the Highland City Council amending the official zoning map rezoning the 5.475 acres located at 5959 West 10100 North from R-1-4- to R-1-20 and imposing the following conditions:

- 1. The preliminary and final plat shall conform to the concept plan date stamped March 22, 2018, except as modified by these stipulations.*
- 2. Road design shall meet all City Standards.*
- 3. The final plan shall not have a total of more than seven lots.*

Council Member Tim Irwin 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.

Based on the first motion to rezone the property from R-1-40 to R-1-20 passing 3:2 with Council Member Brian Braithwaite and Kurt Ostler voting no, they both voted yes on the second motion detailing the terms of the ordinance due to the council having previously rezoned the property R-1-20 by majority vote.

5. PUBLIC HEARING AND ORDINANCE: AMENDMENT OF SECTION 3709(1)A OF THE DEVELOPMENT CODE PERTAINING TO MONUMENT SIGNS FOR SERVICE STATIONS IN THE C-1 ZONE (TA-18-01)

Rhinehart Oil is requesting an amendment in the development code. The City Council will hold a public hearing and determine if the proposed amendment is fair and consistent when compared to other non-residential uses, will or will not have an impact on the visual/aesthetics of the community, and if it is in the best interest of the community long term. The Council will take appropriate action.

City Administrator Nathan Crane presented the staff report regarding a request to amend the development code for vehicle refueling signs. The applicant was the Harts convenience store, and there was an existing sign on the subject property. City Administrator Crane confirmed that the existing sign did not meet current regulations. The challenge with the application was balancing the needs of the business with the quality of community. He presented the existing sign regulation and explained that a three-tenant sign, such as the one being proposed, was limited to 42 square feet in size. The applicant was proposing a 58 square foot sign. The Planning Commission held a public hearing on the proposal and recommended approval with the stipulation that if two signs were requested for one property, one sign could be 58 square feet, and the second would be limited to 30 square feet.

Council Member Tim Irwin commented that the Harts had been part of the community for many years, and they were a good neighbor. He did not believe that they would create a sign that would distract from the ambiance of the City.

Council Member Kurt Ostler asked if the proposed sign would be the same size as the one at the Harts in Cedar Hills.

Dave Jardine, the applicant, responded that the proposed sign would be exactly the same size and shape as the one in Cedar Hills. He presented photographs of the sign.

Council Member Kurt Ostler commented that the proposed sign would be double that of the CVS sign. He was concerned that the sign was too large, and that approving it would set a precedent for other businesses to seek larger signage.

Mr. Jardine explained that the existing sign was already approved. The Chevron logo dominated the sign, and the Harts name and logo would be only a small portion. The reason refueling stations require large signs is because they need to display gas prices. Chevron sets the allowed sizes for their gas signs, so he doesn't have any other options. The proposal was the smallest sign possible that would allow the Harts logo.

Council Member Scott L. Smith reported that he had invited Harts into Highland City when he was on the City Council previously and was a frequent patron there. He agreed with Mr. Jardine's comment that patrons choose which gas station to go to based on the gas prices displayed. It was important for their business to have a sign that was readable. He felt that fueling stations should be an exception to the rule.

Mayor Pro Tempore Brian Braithwaite agreed that the sign was important for marketing, but they needed to find balance with the request. He was concerned that other businesses would feel entitled to larger signs if the proposed sign was approved.

Council Member Tim Irwin suggested that they look into revising the sign ordinance to include a section on refueling station signage, because he felt it was a special case.

Mayor Pro Tempore Brian Braithwaite opened the public hearing at 8:53 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:

There were none.

Mayor Pro Tempore Brian Braithwaite closed the public hearing at 8:54 PM

Council Member Tim Irwin MOVED to approve the Ordinance O-2018-07 of the Highland City Council amending the Highland City Development Code Section 3-707 Signs in Commercial Zones as shown in file name TA-18-01.

Council Member Scott L. Smith SECONDED the motion.

The vote was recorded as follows:

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|---|------------|
| <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>No</i> |
| <i>Council Member Scott L. Smith</i> | <i>Yes</i> |

The motion passed 4:1.

6. ACTION: REQUEST TO CONVERT A PART-TIME LIBRARY EMPLOYEE TO A FULL-TIME EMPLOYEE

The City Council will consider a request to convert a part-time Library employee to a full-time employee. The Council will take appropriate action.

Janae Wahnschaffe, Library Director, described the growth of the library and why there was a need for another full-time employee. She explained that the current employee situation was unsustainable, and she had an employee that was willing to go full-time if the City Council approved the position. She explained that Carol Rice, a library employee, had exhibited the ability to go above and beyond, and had proven to be a true asset to the library.

Council Member Ed Dennis thanked Ms. Wahnschaffe for her work and agreed that the library was doing exceptionally well. He asked her to address the impact the full-time position would have on the budget.

Ms. Wahnschaffe explained that there was only a difference of \$10,000, based on the current budget and expected revenue increase. That amount would be taken from the book budget, so the City would not have

to increase the library budget at all. With Ms. Rice being a full-time employee, she would be able to engage in fundraising efforts to put money back into the book budget. She reported that the library had also received an impressive number of book donations recently.

Council Member Ed Dennis said that the Library Board had also discussed increasing the non-resident library fee. Ms. Wahnschaffe said that the increase wouldn't be necessary to cover the cost of the full-time employee, but they were still considering the increase.

Council Member Scott L. Smith commented that the library was close to becoming a full member of New Click, which would allow access to six other libraries. He thought that other communities would want to use the library here because the non-resident card fee was relatively low. Council Member Smith mentioned that he was a former member of the Library Board and knew Carol Rice; he reported that she was very enthusiastic and was already practically working full-time. Ms. Wahnschaffe confirmed and noted that they would either need to slow down their work or increase her to a full-time position.

Council Member Tim Irwin congratulated Ms. Wahnschaffe on the success of the library. He asked if she had created a job description for Ms. Rice's position. Ms. Wahnschaffe responded that it was a work in progress. She briefly described responsibilities the full-time position would have. She assured the Council that she had done all of the research necessary to create a job description and calculate a fair wage. Council Member Tim Irwin said that he would feel more comfortable approving the position if there was a detailed job description.

Mayor Pro Tempore Brian Braithwaite agreed. He also requested that Ms. Wahnschaffe provide an updated list of her own responsibilities, as she would be separating her current responsibilities to the full-time position. Ms. Wahnschaffe again assured the Council that she had done the work, and she would provide the necessary information to them. She explained that the staff report included more details about the budgetary need rather than the job description because she had understood that would be the subject of discussion.

Council Member Kurt Ostler thanked Ms. Wahnschaffe for the information she provided in the report, but was confused about the budget. In the past two years there was an increase of 7.2% in revenue, but an increase of 33.017% in personnel expenses. He was concerned that the continual decrease in the equipment and technology budgets was unwise. Also, his base calculations of the budget did not equate to the \$10,000 difference of which she previously spoke. Ms. Wahnschaffe said that she was willing to take whatever amount necessary out of the book budget to fund the full-time position. She was in desperate need of relief. She reiterated that the library was not asking for a budget increase.

There was some discussion regarding Council Member Kurt Ostler's budget calculations, library cross-charges, and reallocation of funds.

Each of the Council Members felt that a detailed job description should be provided before approving the position. They assured Ms. Wahnschaffe that they intended to approve the position once that information was provided.

*Council Member Tim Irwin MOVED to continue the item to the next council meeting.
Council Member Kurt Ostler SECONDED the motion.*

Claudia Stillman, a resident and former member of the Library Board, said that she was impressed that Ms. Wahnschaffe was able to fund the position within the existing budget. She assured the Council that the library would have plenty of book and equipment donations, and there were many friends of the library that would support that.

Council Member Tim Irwin commented that a full-time employee was an ongoing cost, whereas equipment was a one-time cost. That was why the City Council was being careful with the decision.

Council Member Ed Dennis asked if a continuation would disrupt Ms. Wahnschaffe's schedule, and she said that she would be able to make it another two weeks but not much longer.

Council Member Ed Dennis suggested that the Library Board still consider the increased fee for non-residential cards.

*Council Member Tim Irwin MOVED to continue the item to the next council meeting.
Council Member Kurt Ostler 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> |
| <i>Council Member Scott L. Smith</i> | <i>Yes</i> |

The motion passed.

7. MAYOR/COUNCIL ANDSTAFF DISCUSSION AND COMMUNICATION ITEMS

There were no Discussion or Communication Items.

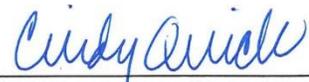
ADJOURNMENT

Mayor Pro Tempore Brian Braithwaite called for a motion to adjourn.

Council Member Tim Irwin MOVED to adjourn the meeting and Council Member Kurt Ostler SECONDED the motion. All voted yes and the motion passed.

The meeting adjourned at 9:36 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 April 17, 2018. This document constitutes the official minutes for the Highland City Council Meeting.



Cindy Quick, CMC
City Recorder

Welcome to the Highland
City Council Meeting

April 17, 2018




7:00 PM REGULAR SESSION

Call to Order – Mayor Pro Tempore Brian Braithwaite
Invocation – Linda P. Walton
Pledge of Allegiance – Council Member Scott L. Smith



UNSCHEDULED PUBLIC APPEARANCES

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



PRESENTATIONS

- Item 2a. – Youth Council Report – *Laura Mabey*
- Item 2b. – Highland Fling Update – *Julie Tapusoa*
- Item 2c. – Volunteer Appreciation Certificate – *Brian Braithwaite*

- Service Projects that have impact locally & globally
- Balloon Fiesta
- Magazine & Sponsorships managed in house.
- New Event Chairs:
Audrey Wright – Parade, Suzanne Mann – Baby Contest
- Grand Marshal(s) nominations due to julie@highlandcity.org by May 20th




CONSENT ITEMS

- Item 3a. – Approval of Meeting Minutes for March 20, 2018

Infrastructure Impact

- Culinary vs Pressurized Irrigation
- Storm Drain
- Sanitary Sewer
 - Accelerate the need for capital improvements in north Highland

Vicinity Map



Proposed Subdivision



Planning Commission Action

- Public Hearing on March 27, 2018
- Two residents spoke
 - Thurgood Letter
- Voted 5-1 to recommend approval of rezoning the property to R-1-30

Considerations

- 1) Is the R-1-20 District consistent with the goals and objectives of the General Plan?
- 2) Is the proposed zoning in the best short and long term interest of the City?
- 3) Is there an alternative district that should be considered?
- 4) Is the R-1-20 District the appropriate district or should the site have a different district?
- 5) What impact will there be on future development if R-1-20 is approved at this location?

Area Map



AMENDMENT TO SECTION 3709(1)A OF THE DEVELOPMENT CODE PERTAINING TO MONUMENT SIGNS FOR SERVICE STATIONS IN THE C-1 ZONE

Item 5 - Public Hearing and Ordinance
 Presented by - Nathan Crane, AICP
 City Administrator, Community Development Director



TEXT AMENDMENT - VEHICLE FUELING SIGNS

Item #2 - Legislative

Background

- Existing Non-conforming Sign
- Any changes would not meet the existing sign code
- November 14, 2017
 - Approved an amendment to increase sign area to 49 sqft in area
 - 8' in height
 - One per street frontage
- Shortly thereafter an additional request to increase the area from 49 sqft to 58 sqft.

Overview - Purpose

- Signs provide an important medium to convey messages
- Signs do have an impact on character and quality of the Community
 - See State Street
- The purpose of sign regulations is to maintain the visual/aesthetic appearance of the community while providing effective means of communication
- Provide fair and consistent regulations
- Policy Issue

Existing Regulation Comparison

- The following is a summary of the current sign regulations within Highland for monument signs:
 - Single Tenant - 4' X 5' - square feet in area
 - Two Tenant - 5' X 6' - 30 square feet in area
 - Three Tenant - 6' X 7' - 42 square feet in area
 - Proposed Single Tenant 10' X 5' - 58 square feet in area
- Existing vs Proposed Vehicle Fueling Sign
 - Existing Single Tenant 10' X 5' - 49 square feet in area
 - Proposed Single Tenant 10' X 5' - 58 square feet in area
 - The height can vary but cannot exceed 10 feet.
- Additional sign area is allowed for multi-tenant signs. This is done to reduce the number of signs along a street frontage.
- As a comparative, the Meier's and Wendy's multi-tenant signs are 51 square feet in area. The multi-tenant monument signs for the Ridley's are 30 square feet in area.

Planning Commission Action

- Public Hearing on March 27, 2018
- Voted 6-0 to recommend approval but to require different size signs on each street.

b) A vehicle fueling station may have one fuel price monument sign per street frontage. The maximum sign area shall be 58 square feet on one street and 30 square feet on the other. The maximum height of the signs shall be eight feet excluding a required two-foot stone or brick base.

Conclusion

- Challenge is to balance the needs of the community while providing effective communication
- What are the unintended consequences?



REQUEST TO CONVERT A PART-TIME LIBRARY EMPLOYEE TO A FULL-TIME EMPLOYEE

Item 5 - Action
Presented by - Janae Wahnschaffe, Library Director



MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS