



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

Tuesday, July 17, 2018

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

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

Call to Order – Mayor Rod Mann

Invocation – Josh Anderson

Pledge of Allegiance – Caleb Thomas

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.)

Cathy Stucki informed the Council about trees around the city that she felt needed our attention.

Josh Anderson voiced concerns with traffic and speeding issues at the crosswalk on 10400 N 6800 S. City Council and staff are aware of the issue and they have scheduled a study to measure speed and traffic volume in the area to determine if the crosswalk needs to be moved or improve the signing in the area.

Spencer Hess echoed the concerns of traffic and speeding issues at the crosswalk on 10400 N 6800 S. He supported the Council taking care of the issue properly and as soon as possible.

Quinn Brunson asked the Council for more details about the firework ban.

Jacob Ridges asked for further clarification regarding the firework ban map and the areas that were off limits.

Caleb Thomas asked about pressurized irrigation and the reason for the pressure being so low. He was informed that the main reason was due to low snow pack this year and the need for people to clean their sprinkler filters.

Katie Davidson requested a solution to the dying open space next to her home and issues with the drains in the area as well.

2. PRESENTATIONS

a. YOUTH COUNCIL UPDATE – Youth City Council Mayor Miranda Muggleston

Youth City Council Mayor Miranda Muggleston reported that the Youth Council was preparing to help with the upcoming Highland Fling Event. She reported that August 3rd would be a Drive-In Movie night in the field west of the Junior High. They are hoping for a great turn out. She also thanked Mayor Mann for coming to their last meeting.

b. HIGHLAND FLING UPDATE – Civic Events Coordinator Julie Tapusoa

Civic Events Coordinator Julie Tapusoa updated the Council regarding the upcoming Fling event and the exciting events that will be taking place. Performers, Heart-warming Stories and Videos, Service

Projects, Hot Air Balloon Rides and Hot Air Balloon Glow. For details about the Fling events go to www.HighlandCityFling.com.

- c. ROAD PROJECT UPDATE – City Engineer Todd Trane**
City Engineer Todd Trane provided a 2018 Road Project update. The north side of 6000 West was complete. Surface treatments would begin on July 23, 2018.

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 – PASSED**
Regular City Council Meeting June 5, and June 19, 2018; Work Session June 12, 2018
Next step: Approved minutes will become part of the permanent record.
- b. Action: Ratifying the Mayor’s Library Board Appointments – PASSED**
The City Council will consider ratifying the appointment of Claude Jones and Mike Burns to serve on the Library Board. The Council will take appropriate action.
Next step: Claude Jones and Mike Burns will serve a three-year appointment on the Library Board from July 2018 – July 2021.
- c. Action: Juncker Preliminary and Final Plat Approval – PASSED**
A request by Darin Juncker of New Element Construction for Preliminary and Final Plat approval of a seven lot single family residential subdivision known as Juncker Estates ‘A’ located 10100 North 5920 West (PP-18-01). The Council will take appropriate action.
Next step: Staff will work with the applicant through the design and engineering process.
- d. Action: LDS Church Preliminary and Final Plat Approval – PASSED**
Corey Solum and Tim Soffe are requesting Preliminary and Final Plat approval on behalf of the Church of Jesus Christ of Latter-day Saints. The property is approximately 4.64 acres and is located at 11300 North Highland Boulevard. The Council will take appropriate action.
Next step: Staff will work with the applicant through the design and engineering process.
- e. Action: Highland Hideaway Storage Conditional Use and Site Plan Approval – PASSED**
Israel and Andrew Patterson are requesting Conditional Use and Site Plan approval on behalf of Highland Hideaway Storage. The property is approximately 13.54 acres and is located at 11251 North Sunset Drive. The Council will take appropriate action.
Next step: Staff will work the applicant through the design and engineering process.

4. ACTION: APPROVAL OF A COOPERATIVE AGREEMENT FOR THE DESIGN AND CONSTRUCTION OF THE MURDOCK CONNECTOR (Highland City – 4800 South / SR 74 East – West Connector Road) – CONTINUED

The Council will consider approval of a cooperative agreement between the Utah Department of Transportation (UDOT), Utah County and Highland City related to the design and construction of the Murdock Connector (Highland City – 4800 South/SR 74 East – West Connector Road). The Council will take appropriate action.

Next step: Staff will work with the Attorney General's Office regarding contract language and bring it back for discussion at the next City Council meeting July 26, 2018.

5. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS

a. Political Signs – City Attorney Tim Merrill

City Attorney Tim Merrill oriented the Council regarding an amendment to the city Political Sign Ordinance. City Council made comments to the amendment. The amendment will first go to the Planning Commission and then back to the City Council.

b. Highland Policy and Procedure Manual Revisions – City Administrator Nathan Crane

City Administrator Nathan Crane reported of the amendments being made to the process and procedure for employees handling grievance matters within the city. The updates create a new whistleblower protection policy and update the appeal procedures for terminations and eligible due process procedures. The City is creating a City Recorder/Human Resource Analyst position to handle grievances and appeals.

6. FUTURE MEETINGS/UPCOMING EVENTS

a. Future Meetings

- July 18 – Planning Commission Meeting, 7:00 pm
- August 7 – City Council Meeting, 7:00 pm

b. Upcoming Events

- July 26 – Dry Creek Lake Park Open House, Highland City Hall, 6:30 pm
- July 28 – August 4 – Highland Fling see www.HighlandCityFling.com for details

7. CLOSED SESSION – CANCELLED

The Highland City Council may temporarily recess the City Council meeting to convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonable imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205

ADJOURNMENT

COUNCIL VOTING REPORT - JULY 17, 2018

First Name	Last Name	APPROVAL OF CONSENT AGENA 3A, 3C, AND 3D	APPROVAL OF CONSENT AGENDAB	APPROVAL OF CONSENT AGENDAE	CONTINUATION OF COOPERATIVE AGREEMENT FOR MURDOCK CONNECTOR
		3 A,C,D	3B	3E	4
Brian	Braithwaite	Yes	Yes	Yes	Yes
Ed	Dennis				
Tim	Irwin	Yes	Yes	Yes	Yes
Kurt	Ostler				
Scott	Smith	Yes	Yes	Yes	Yes
Total Voters		3	3	3	3
Pass/Fail		Pass	Pass	Pass	Pass

For a voting history of all council motions in 2018 please go here: <http://bit.ly/HC-CC-Voting-History>

STAFF PRESENTATIONS

Welcome to the Highland City Council Meeting

July 17, 2018



7:00 PM REGULAR SESSION

Call to Order – Mayor Rod Mann

Invocation – Mayor Rod Mann

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 City Council Update – *Youth City Council Mayor Miranda Muggleston*
- Item 2b. – Highland Fling Update – *Civic Events Coordinator Julie Tapusoa*
- Item 2c. – Road Project Update – *City Engineer Todd Trane*

CONSENT ITEMS

- Item 3a. – Approval of Meeting Minutes from June 5, June 19 and June 12, 2018
- Item 3b. – Ratifying the Mayor's Library Board Appointments
- Item 3c. – Juncker Preliminary and Final Plat Approval
- Item 3d. – LDS Church Preliminary and Final Plat Approval
- Item 3e. – Highland Hideaway Storage Conditional Use and Site Plan Approval



Juncker Estates



Plat for LDS Church



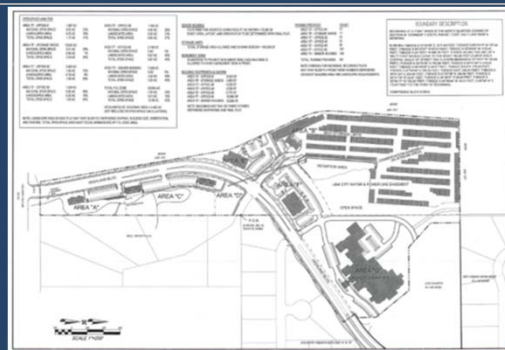
Storage Facility - Vicinity Map



Background

- Zoning and Development Agreement Approved in 2003.
- Purchase Agreement for 2.53 acres was approved by the Council in September 2017.
- Add an additional 36,760 square feet within five separate buildings.

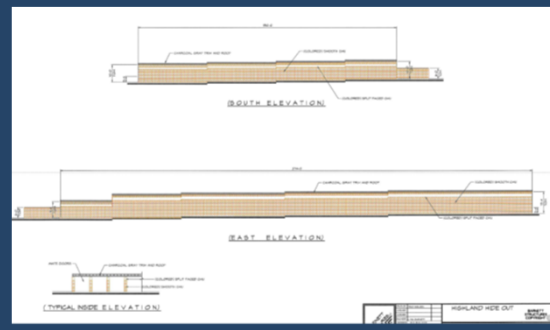
Approved Site Plan



Proposed Site Plan



Walls



Citizen Participation

- Neighborhood Meeting on June 4, 2018
 - Four residents attended the meeting
 - One email
- Planning Commission Public Hearing
 - No comments have been received

Planning Commission Action

- The Planning Commission held a public hearing on June 27, 2018. The Commission heard from Manuel Bueno who was concerned about the operations of the current facility.
- The Commission voted 7-0 to recommend approval of the conditional use permit subject to four stipulations.



APPROVAL OF COOPERATIVE AGREEMENT FOR THE DESIGN AND CONSTRUCTION OF THE MURDOCK CONNECTOR (HIGHLAND CITY - 4800 SOUTH / SR 74 EAST - WEST CONNECTOR ROAD)

Item 4 - Action
Presented by - Nathan Crane, AICP
City Administrator, Community Development Director

Background

- Pheasant Hollow Agreement
 - Agreement requires that Pheasant Hollow have the opportunity to provide input
- Right of Way Joint Resolution
 - Determined the process for right of way acquisition
 - Benefit for the community and USDC
 - Reasonable steps to mitigate negative impacts
- UDOT Management
 - Agreed to address resident concerns
- Can't eliminate all negative impacts
- Balance the needs of the community with adjacent property owners.

Cooperative Agreement Overview

- Primarily financial document that identifies how UDOT's costs will be covered and who is responsible for what costs
- UDOT and MAG will not agree to language that could create a liability, create a potential for delays/cancelation or creates precedent for future projects
- Key provisions:
 - Highland will be invited to participate in all aspects of the project
 - Follow the UDOT PI process
 - Project could be delayed if there is not adequate funding
 - Highland City will own and maintain the road
 - Engineers Estimate: \$3,501,119. All three entities will work together to obtain sufficient funding if needed.

Public Involvement

- UDOT PI Process
 - Specific Plan will be created for this project (notification, advertising, etc.)
 - Comprehensive approach
 - Tracking of all comments
- Highland City
 - Participant in all aspects of the project
 - Regular meetings with Pheasant Hollow
 - UDOT to attend
- This allows for residents to have the most input on the project



MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS

- Item 5a. - Political Signs - *City Attorney Tim Merrill*
- Item 5b. - Highland Policy and Procedure Manual Revisions - *City Administrator Nathan Crane*

Grievance/Whistleblower Protection Overview

- Replace the existing grievance policy
- Create a new whistleblower protection policy
- Review/Update appeal procedures for terminations suspensions for eligible employees
- Review/Update eligible employees due process procedures
- Creation of the City Recorder/Human Resource Analyst Position

Grievance

- Solve at the lowest possible level
- Matters Subject to a Grievance
 - Any dispute regarding the meaning, interpretation, or alleged violation of policies and procedures related to the terms and conditions of employment
- Matters not Subject to a Grievance
 - Disciplinary decisions (discharge, suspension, involuntary transfers)
 - Performance evaluation, lack or amount of pay increase, verbal or written reprimand

Grievance

- Has to be in writing within 15 days of the alleged occurrence
- Chain of Command
 - Supervisor, Second Level Supervisor, City Administrator
- Requirements for a timely response
- Grievances against the City Administrator, Mayor or City Council
 - Restricted email account to City Attorney who will determine the appropriate process

Whistleblower Protection

- Pursuant to the Utah Protection of Public Employees Act
- Encourage the reporting of issues
- No adverse action taken
- File a formal complaint with the City Recorder/Human Resource Analyst
- Hearing before an Independent Hearings Board
 - Qualified members versed in public employment law
- Penalty if there is a violation or for knowingly making false claims



FUTURE MEETINGS/UPCOMING EVENTS

- Item 6a. – Future Meetings
 - July 18 – Planning Commission Meeting, 7:00 pm
 - August 7 – City Council Meeting, 7:00 pm
- Item 7b. – Upcoming Events
 - July 26 – Dry Creek Lake Park Open House, Highland City Hall, 6:30 pm
 - July 28 – August 4 – Highland Fling see www.HighlandCityFling.com for details



CLOSED SESSION

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Cancelled