



## HIGHLAND CITY

# HIGHLAND CITY COUNCIL BRIEF

Tuesday, August 21, 2018

**\*Amended August 20, 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 – Council Member Kurt Ostler

Pledge of Allegiance – Council Member Brian Braithwaite

### **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.)

*Tavis Timothy thanked the Council for getting 6000 West paved. He also thanked them for the Arbor Day sale and offered kudos to Ty Christensen and Josh Castleberry for their service and great demeanor.*

*Tonya College thanked the Council for reaching out to her regarding her concerns with the erosion behind her home. She reported new erosion under the pipe behind her home. She voiced concern with statements made regarding her character at the last Council meeting and advised the Council that she had never engaged in name calling. She suggested proper meeting etiquette was very important for residents, staff, and Council alike.*

### **2. PRESENTATIONS**

#### **a. PI WATER MASTER PLAN** – Engineering Consultant Tavis Timothy and City Engineer Todd Trane

*Engineering Consultant Tavis Timothy oriented the Council with updates to the PI Water Master Plan. He provided a Demand Comparison table comparing water usage between Highland City and other surrounding cities. He advised the Council that Highland's usage was more than double what should be used. He suggested that we strive as a City to use 15% less than what is currently being used. That level of use, while high, will accommodate our City's long term infrastructure plans through build out.*

### **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 AS AMENDED** Special City Council Meeting July 26, 2018

*Next step: Approved minutes will become part of the permanent record.*

#### **b. Action: Ratifying Historical Society Appointment - PASSED**

City Council will consider ratifying the appointment of Mark S. Thompson to serve on the Historical Society. The Council will take appropriate action.

*Next Step: Mark S. Thompson will begin serving on the Historical Society.*

**4. PUBLIC HEARING/ORDINANCE: ADJUSTING THE COMMON BOUNDARIES BETWEEN AMERICAN FORK AND HIGHLAND CITY - PASSED**

The Council will consider adopting an ordinance to adjust the common boundaries between American Fork and Highland City. The Council will take appropriate action.

*Next Step: Approved final plat with new boundaries will be recorded with Utah County.*

**5. PUBLIC HEARING: BUDGET ADJUSTMENT FOR GENERAL PLAN UPDATE - PASSED**

The Council will consider a budget adjustment for the purpose of updating the General Plan. The Council will take appropriate action.

*Next Step: Staff will move forward with the budget adjustment as passed by City Council.*

**6. ACTION: APPROVAL OF A REQUEST FOR PROPOSAL FOR THE UPDATE OF THE HIGHLAND CITY GENERAL PLAN - PASSED**

The Council will consider approving a Request for Proposal for the update of the Highland City General Plan and authorize staff to proceed with the consultant selection process. The Council will take appropriate action.

*Next Step: Staff will move forward with the RFP and bring back an additional RFP for a broader economic study that will happen prior to the General Plan update. Staff will also work to complete the current general plan sustainability.*

**7. ACTION: APPROVAL OF AN INTERLOCAL COOPERATIVE AGREEMENT BETWEEN UTAH COUNTY AND HIGHLAND CITY RELATED TO THE FUNDING OF THE MURDOCK CONNECTOR (HIGHLAND CITY - 4800 SOUTH/SR 74 EAST-WEST CONNECTOR ROAD) - PASSED**

The Council will review and consider approving an Interlocal Cooperative Agreement between Utah County and Highland City related to the funding of the Murdock Connector Road. The Council will take appropriate action.

*Next Step: Staff will work with the County and MAG through the process to complete an RFP for construction of the Murdock East-West Connector Road.*

**8. ACTION: ADOPT A RESOLUTION TO TERMINATE THE CITY FLEX/CAFETERIA PLAN - PASSED**

The Council will consider adopting a resolution to terminate the Highland City Flex/Cafeteria Plan effective June 30, 2018. The Council will take appropriate action.

*Next Step: Staff will work with National Benefit Services and employees to terminate the Flex/Cafeteria Plan.*

**9. DISCUSSION: STANDARDS OF CONDUCT OF THE HIGHLAND CITY MUNICIPAL CODE**

The Council will consider revisions to Section 2.04.070 Standards of Conduct of the Highland City Municipal Code. The Council will take appropriate action.

*Next Step: Staff will bring back revisions to provide further clarity and definitions of terms at a future meeting.*

**10. MAYOR/COUNCIL AND STAFF DISCUSSION AND COMMUNICATION ITEMS**

**a. 6150 West** – City Engineer Todd Trane

*City Engineer Todd Trane oriented the Council with an issue on 6150 West regarding a parking area next to Highland Elementary. Marrienne Assay, Stacie Glass, and Shauna Dayley voiced concern for the safety of the elementary children and requested the City create a parking lot and safe walking path in the area. The suggestion was made for the City to work with the School District to create an adhoc committee to reach a resolution for the area.*

## **11. FUTURE MEETINGS**

### **a. Future Meetings**

- August 28, Planning Commission Meeting, 7:00 pm, City Hall
- September 4, City Council Meeting, 7:00 pm, City Hall

## **ADJOURNMENT**

# COUNCIL VOTING REPORT - AUGUST 21, 2018

		APPROVAL OF CONSENT AGENDA 3A	APPROVAL OF CONSENT AGENDA 3B	APPROVAL OF BOUNDARY ADJUSTMENT BETWEEN AMERICAN FORK & HIGHLAND	APPROVAL BUDGET ADJUSTMENT FOR GENERAL PLAN UPDATE	APPROVAL OF RFP AND BRING BACK ADDITIONAL RFP FOR BROADER ECONOMIC STUDY	APPROVAL OF INTERLOCAL COOPERATIVE AGREEMENT BETWEEN UT COUNTY AND HIGHLAND	APPROVAL OF RESOLUTION TO TERMINATE THE CITY FLEX/CAFETERIA PLAN
First Name	Last Name	3a	3b	4	5	6	7	8
Brian	Braithwaite	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Ed	Dennis	Yes	Yes	Yes	Yes	Yes	No	Yes
Tim	Irwin	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Scott	Smith	Yes	Yes	No	absent	Yes	Yes	Yes
<b>Total Voters</b>		5	5	5	5	5	5	5
<b>Pass/Fail</b>		Pass	Pass	Pass	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







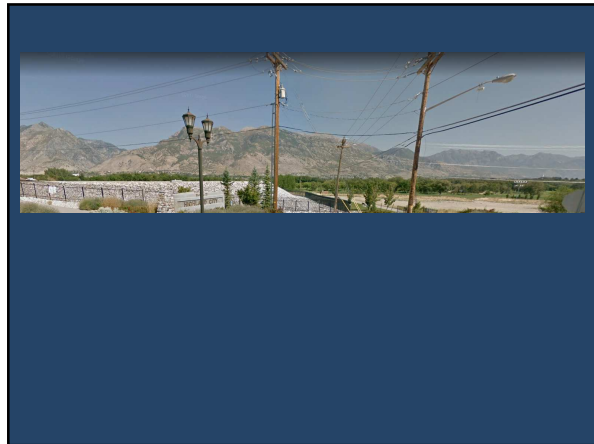
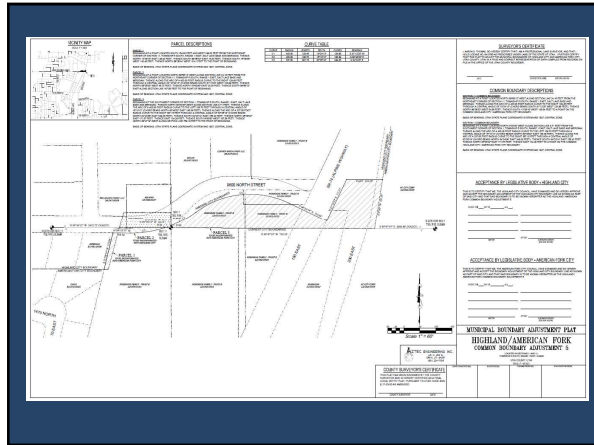
## CONSENT ITEMS

- Item 3a. – Approval of Meeting Minutes from July 26, 2018
- Item 3b. – Ratifying Historical Society Appointment



## ADJUSTING THE COMMON BOUNDARIES BETWEEN AMERICAN FORK AND HIGHLAND CITY

Item 4 - Public Hearing/Ordinance  
Presented by - Todd Trane, PE, City Engineer



## BUDGET ADJUSTMENT FOR GENERAL PLAN UPDATE

Item 5 - Public Hearing  
Presented by - Gary LeCheminant, Finance Director





## APPROVAL OF A REQUEST FOR PROPOSAL FOR THE UPDATE OF THE GENERAL PLAN

Item 6 - Action  
Presented by - Nathan Crane, AICP  
City Administrator, Community Development Director

## Background

- Council
- Four Phases
  - Startup
  - Vision and Input
  - Draft Plan
  - Final Draft
- Key Components
  - Public Involvement Plan
  - SR 92 Corridor Planning
  - Economics

## Background

- Selection
  - Qualifications of the firm and who is working on the project
  - Proposal
  - Public Involvement
  - References
- Cost - Estimate \$75,000
  - Public Input
- Timeline
  - Begin in January
  - 1- 2 years depending on public input



## INTERLOCAL COOPERATIVE AGREEMENT BETWEEN UTAH COUNTY AND HIGHLAND CITY RELATED TO THE FUNDING OF THE MURDOCK CONNECTOR (HIGHLAND CITY - 4800 SOUTH/SR 74 EAST-WEST CONNECTOR ROAD)

Item 7 - Action  
Presented by - Tim Merrill, City Attorney



## ADOPT A RESOLUTION TO TERMINATE CITY FLEX/CAFETERIA PLAN

Item 8 - Action  
Presented by - Presented by - Nathan Crane, AICP  
City Administrator, Community Development Director

## Background

- City Offers an incentive for employees to use different health insurance
  - Seven employees who opt out
  - Saves \$4,315 a month/\$51,780 a year
- Currently there are three options
  - Cash in payroll (not included in retirement calculation)
  - 401K
  - Flex Plan
- Two options instead of three

## Background

- For the past two years we have not had anyone choose the Flex Plan in open enrollment
  - Prior to that one employee
- Benefit Administrator suggested that we eliminate the option:
  - Lack of Use
  - Save on administrative costs



## STANDARDS OF CONDUCT OF THE HIGHLAND CITY MUNICIPAL CODE

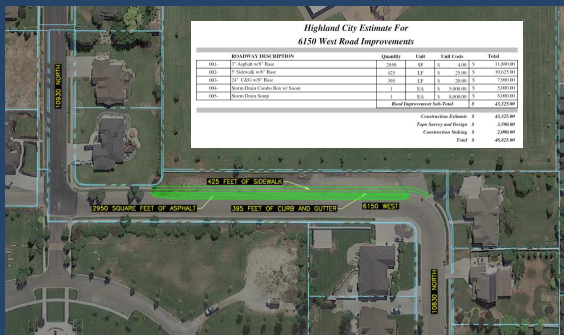
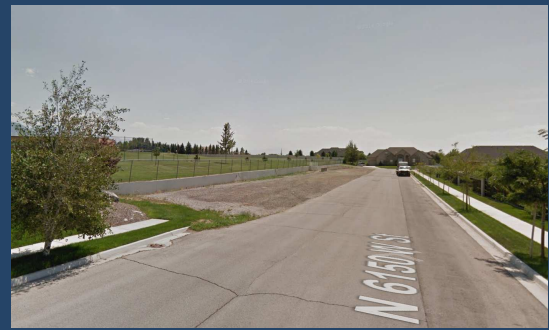
Item 9 - Discussion  
Presented by - Presented by - Tim Merrill, City Attorney



## MAYOR/COUNCIL AND STAFF DISCUSSION COMMUNICATION ITEMS

- Item 10a. - 6150 West - *City Engineer Todd Trane*

## 6150 WEST IMPROVEMENTS



## FUTURE MEETINGS

- Item 10a. - Future Meetings
  - August 28 - Planning Commission Meeting, 7:00 pm
  - September 4 - City Council Meeting, 7:00 pm