



HIGHLAND CITY

HIGHLAND CITY COUNCIL BRIEF

Tuesday, January 21, 2020

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

7:00 PM REGULAR SESSION (CITY COUNCIL CHAMBERS)

Call to Order – Mayor Rod Mann

Invocation – Council Member Kurt Ostler

Pledge of Allegiance – Council Member Brittney P. Bills

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.)

Mayor Mann spoke about the resolution from 1991 for Daughters of the Utah Pioneers. Highland City had agreed to provide a secondary building for educational purposes. The Council needs to decide how to proceed given this information.

2. PRESENTATIONS (15 minutes)

a. Fiscal Year 2018/2019 Audit Presentation – Steve Rowley, Keddington & Christensen
Steve Rowley presented the results from the 2018-19 audit. He reported that all financial statements were materially correct. One finding was identified: two funds were over budget. The City complied in all aspects before the year end. Steve commended Finance Director Gary LeCheminant on completing Highland City's first CAFR, Comprehensive Annual Financial Report.

3. CONSENT ITEMS (5 minutes)

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

a. ACTION: Approval of Meeting Minutes Administrative – **PASSED 5:0**
Regular City Council Meeting December 3, 2019

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

b. ACTION/Resolution: Approval of Mayor Pro-Tempore for 2020 Administrative
– **PASSED 5:0**

City Council will nominate and vote for a Mayor Pro-Tempore to preside over City Council meetings in the Mayor's absence during 2020. The Council will take appropriate action.

Next step: Council Member Kurt Ostler will serve as Mayor Pro-Tempore in instances where the Mayor is unable to be in attendance.

c. ACTION: Ratifying the Mayor's Appointments to the Parks, Trails, and Tree Commission Administrative – **PASSED 5:0**

The Council will consider the Mayor's request to ratify the appointment of Brian Braithwaite, Devirl Barfuss, Ken Knapton, Wesley Warren, and Anita Wells to the Parks, Trails, and Tree Commission. The Council will take appropriate action.

Next step: Brian Braithwaite, Devirl Barfuss, Ken Knapton, Wesley Warren and Anita Wells will begin serving on the Parks, Trails, and Tree Commission and attend meetings as directed by the Commission Chair.

4. PUBLIC HEARING/RESOLUTION: 2019-2020 FISCAL YEAR MID-YEAR BUDGET ADJUSTMENTS *Legislative - PASSED 5:0*

The City Council will consider the 2019-2020 Fiscal Year Mid-Year budget adjustments. The Council will take appropriate action.

Next step: The approved resolution regarding 2019-2020 fiscal year mid-year budget adjustments will become part of the official record. Staff will make approved budget adjustments.

5. WORK SESSION

Work Sessions are intended to provide Council Members with opportunity to study issues and analyze information in preparation for future Council meetings. Final decisions are only made during regular City Council meetings.

a. Electronic Agenda Training

City Council will review how to navigate the electronic City Council Packet.

City Recorder City Quick gave a brief overview on how to navigate through the electronic packet using bookmarks and buttons. She also explained the process and the amount of time it takes to prepare an agenda.

b. Calendar Year Priorities

The Council will discuss capital, development, and operational projects, and prioritize future projects.

Nathan Crane presented an interactive discussion on timelines for projects. He spoke about staff and their responsibilities. Staff outlined current projects including roads, sewer, citizen survey, updates to the Municipal Code, garbage and recycling fees, parks and trails maintenance, budget process, and the Public Works maintenance building. Council will be given more information in the future as to the priority of each of these projects.

6. FUTURE MEETINGS

- January 28, Planning Commission Meeting, 7:00 pm, City Hall
- February 4, City Council Meeting, 6:00 pm, City Hall

7. CLOSED SESSION

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 as provided by Utah Code Annotated §52-4-205

The Mayor and City Council held a closed session to discuss the character, professional competence, or physical or mental health of an individual as provided by Utah Code Annotated § 52-4-205.

ADJOURNMENT

COUNCIL VOTING REPORT - JANUARY 21, 2020

		CONSENT ITEM A: APPROVAL OF MEETING MINUES 12/3/2019	CONSENT ITEM B: APPROVAL OF MAYOR PRO-TEMPORE FOR 2020	CONSENT ITEM C: RATIFYING THE MAYOR APPOINTMENTS TO THE PARKS, TRAILS, AND TREE COMMISSION	2019-2020 FISCAL YEAR MID- YEAR BUDGET ADJUSTMENTS
First Name	Last Name	3A	3B	3C	4
Timothy A.	Ball	Yes	Yes	Yes	Yes
Brittney P.	Bills	Yes	Yes	Yes	Yes
Kim	Rodela	Yes	Yes	Yes	Yes
Kurt	Ostler	Yes	Yes	Yes	Yes
Scott L.	Smith	Yes	Yes	Yes	Yes
	Total Voters	5	5	5	5
	Pass/Fail	PASS	PASS	PASS	PASS

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