

**RESOLUTION NO: R-2022-30**

**A RESOLUTION OF HIGHLAND CITY, UTAH  
APPROVING THE HIGHLAND CITY WATER CONSERVATION PLAN  
UPDATE**


WHEREAS, the Highland City Council acknowledges that Highland City meets the required reporting under Utah's Water Conservation Plan Act which states that all drinking water systems serving more than 500 connections must submit an updated Water Conservation Plan every 5 years to the Utah Division of Water Resources;

WHEREAS, Highland City has updated its Water Conservation Plan identifying water resources, how much water is being used, and what steps are taken to conserve water. NOW, THEREFORE be it resolved the City Council has reviewed and approved the Highland City Water Conservation Plan Update. This plan being an update to that certain plan that was adopted on February 21, 2017.

This resolution shall take effect immediately upon passage.

ADOPTED by the City Council of Highland City, Utah, this 6th day of September 2022.

HIGHLAND CITY, UTAH

  
Kurt Ostler, Mayor

ATTEST:

  
Stephannie Cottle, City Recorder



COUNCILMEMBER	YES	NO
Timothy A. Ball	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Brittney P. Bills	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sarah D. Petersen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kim Rodela	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Scott L. Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>

# 2022

## WATER CONSERVATION PLAN UPDATE

### Drinking Water and Pressurized Irrigation Systems



**HIGHLAND CITY**

Highland City Public Works

Highland City

Adopted – Sept 6, 2022

**HIGHLAND CITY**

**WATER CONSERVATION PLAN UPDATE**

**DRINKING WATER AND PRESSURIZED IRRIGATION SYSTEMS**

**ADOPTED SEPTEMBER 6, 2022**

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## EXECUTIVE SUMMARY

In 1999, Utah's legislature passed the Water Conservation Plan Act requiring all drinking water systems serving 500 connections or more to file a water conservation plan with the Utah Division of Water resources. In 2022 the legislature updated the Act (Utah Code 73-10-32). The following Conservation Plan is in compliance with the latest Act requirements. Water Conservations Plans are required to be updated every 5 years. This document is an update of the City's Water Conservation Plan.

Until Highland City and the Highland Water Company merged in 2004, Highland City managed only a pressurized irrigation system and was not required to submit a plan. As a result of the merger, the City completed a water management and conservation plan in 2006 that included both the drinking water and pressurized irrigation systems.

Highland City is located in northern Utah County and, as of 2021, had a population of about 20,085 people. From 2016 the City has increased by a population of 2,585 or 15%. Highland's drinking water distribution system is comprised of a pipe network, four water storage tanks, five groundwater wells, and 5,164 water supply connections. The pressurized irrigation (PI) system is comprised of transmission lines, three storage ponds, three groundwater wells, two diversions from the American Fork River, two connections to Central Utah Project (CUP) pipelines, a diversion from the Murdock Canal, and pump stations.

In 2021, Highland City used a total of about 1,517 acre-feet of drinking water and 7,782 acre-feet of pressurized irrigation water. During 2021, the average per capita use was around 67 gallons per capita per day (gpcd) for the drinking water system and around 346 gpcd for the pressurized irrigation system. The overall water use for the City averages around 502 gpcd (77 gpcd indoor + 425 gpcd outdoor) from the five years of 2016 to 2020. Per capita water use within the drinking water system has been reduced by about 18% since 2004. Water use in the pressurized irrigation system has been relatively steady since 2012 until 2021. Due to drought conditions the 2021 water use was reduced 18% of the five-year average through a public outreach program and lessening of water use at City parks.

The City's goal is to ***conserve 20% of its per capita water*** use relative to the average 2016 to 2020 use by year 2030. This goal is in line with the Division of Water Resources regional conservation goals presented in 2019 for Utah County/Provo River Basin.

The purpose of the Water Conservation Plan is to identify strategies for more efficient water use. Existing conservation issues have been identified along with goals to address these issues. Major issues included a large quantity of unaccounted for water use in the drinking water system and high overall per capita water use.

Water conservation measures that are currently being implemented by the City will be continued including the operation of a pressurized irrigation system to conserve high quality water for drinking water sources, resident time-of-day and number of days watering requirements, public education programs, and installation of smart irrigation controllers in new City parks. Additional water conservation measures were also identified to further reduce per capita water use. These measures include pressurized irrigation meter installation, and upgrading existing City park irrigation systems to be smart systems.

## **CHAPTER I INTRODUCTION**

### **PURPOSE**

In 1999, Utah’s legislature passed the Water Conservation Plan Act requiring all drinking water systems serving 500 connections or more to file a water conservation plan with the Utah Division of Water Resources. Recently in 2022, the legislature revised the Act (Utah Code 73-10-32). Until Highland City and the Highland Water Company merged in 2004, Highland City managed only a pressurized irrigation system and was not required to submit a plan. As a result of the merger, the City completed a water management and conservation plan in 2006 that included both the drinking water and pressurized irrigation systems. Water Conservations Plans are required to be updated every 5 years from the first submittal. This report is an update of the City’s 2016 Water Conservation Plan.

### **BACKGROUND**

Highland City is located on a bench near American Fork, Lehi, and Alpine in northern Utah County. According to the U.S. Census, the population of the city increased from around 17,500 to over 20,085 from 2016 to 2021. Despite this growth, Highland has retained a quiet, rural atmosphere. This is largely due to the large lot sizes of the typical home within the City.

Highland began as a 15-family settlement in the 1850s and was incorporated on July 13, 1977. Due to the growing size, several landowners formed the Highland Water Company in 1950’s to provide drinking water through a central water system as opposed to using individual wells. The first well was drilled and a storage tank was constructed in 1958. Other water system facilities have since been constructed resulting in the current drinking water system.

Twenty years after incorporation, the City implemented a pressurized irrigation system. Use of surface water for outside watering helped the City to conserve high quality groundwater for the City’s growing drinking water needs. During 2004, Highland Water Company voted to dissolve the company and to transfer all assets and obligations to Highland City. Since that time, the City has operated both the drinking water system and the pressurized irrigation system within the City’s boundaries.

### **CITY CONSERVATION GOAL**

The City’s goal is to ***conserve 20% of its per capita water use*** compared to the average 2016 to 2020 use by the year 2030. This goal is in line with the Division of Water Resources regional conservation goals presented in 2019 for Utah County/Provo River Basin.

## **CHAPTER II WATER SYSTEM ANALYSIS**

### **FACILITY DESCRIPTION**

#### **Drinking Water System**

Highland's existing drinking water system is comprised of a pipe network, four water storage tanks, over 5,164 water supply connections, five groundwater wells (Wells #1 through #5), and two booster pump stations. Three wells on the drinking water system are active and are used on a rotating basis as needed within the system. One of the City's wells on the pressurized irrigation system, the 11800 North Well, was constructed to Division of Drinking Water standards and could be used on the drinking water system in an emergency. This well has only been used within the pressurized irrigation system to date.

Table II-1 summarizes the type and number of connections to the drinking water system. Of the 5,081 residential connections, there are about 200 that are using the drinking water system for their outside watering. About 100 of these connections are located in the View Pointe subdivision which does not have a pressurized irrigation source available. The existing pressurized irrigation pipelines in this subdivision are connected to the drinking water system.

**TABLE II-1  
DRINKING WATER SYSTEM CONNECTION SUMMARY**

<b>CONNECTION TYPE</b>	<b>NUMBER OF CONNECTIONS</b>
Residential	5,081
Commercial	48
Industrial	1
Institutional	34
<b>TOTAL</b>	<b>5,164</b>

#### **Pressurized Irrigation System**

In 1997-1998, Highland City constructed a pressurized irrigation system throughout the City boundaries. This system provides residents with outdoor water for irrigation of landscaped areas and gardens. The system is comprised of transmission pipe lines, three storage ponds, three groundwater wells (11800 North, 10700 North, and Granite Wells), two diversions from the American Fork River, two connections to Central Utah Project (CUP) pipelines, a diversion from the Murdock Canal, and booster pump stations. The three wells are pumped to supplement the surface water sources during late season demand periods, peak demand periods, and other periods when surface water sources are unable to meet demands. There are currently 4,800 connections on the pressurized irrigation system.

### **INVENTORY OF WATER RESOURCES**

There are five existing wells that currently supply the drinking water system as summarized in Table II-2. The existing demand on the system can be met with two or three wells at any time. All of the wells are used on a rotating basis.

**TABLE II-2  
EXISTING DRINKING WATER WELLS**

<b>NAME</b>	<b>YEAR DRILLED</b>	<b>CAPACITY (gpm)</b>
Well #1	1968	650
Well #2	1958	900
Well #3	1977	900
Well #4	1986	800
Well #5	1987	800

The pressurized irrigation system currently uses water from two diversions from the American Fork River, two CUP connections, three wells, and a diversion from the Murdock Canal as summarized in Table II-3.

**TABLE II-3  
EXISTING PRESSURIZED IRRIGATION SOURCES**

<b>SOURCE</b>	<b>DESCRIPTION</b>	<b>APPROXIMATE CAPACITY (GPM)</b>
American Fork Canyon - American Fork Flume	2-foot Parshall flume diversion	1,600 (August) to 6,300 (June) During drought as low as 1,350
American Fork Canyon - Lehi Flume	3-foot Parshall flume diversion	1,600 (August) to 6,300 (June) During drought as low as 900
Granite Well	12-inch well (640 ft deep)	1,160
11800 North Well	24-inch well (1,000 ft deep) – can be used as emergency backup for drinking water system.	1,500
10700 North Alpine Highway - Provo Well	16-inch well (500 ft deep)	1,100
CUP Connection No. 1	PRV and meter station from high pressure CUP system (owned & operated by CUP)	1,800 gpm (Usage agreement) (Can divert 3,590 gpm in exchange for Murdock Canal diversion)
CUP Connection No. 2	PRV and meter station from high pressure CUP system (owned & operated by CUP)	3,590
Murdock Canal	Diversion from Murdock Canal with a booster station.	3,900
<b>TOTAL:</b>		<b>16,050 (August) to 25,450 (June)</b>

Water rights and water shares associated with the sources listed above are summarized in Appendix A. As the City continues to grow, developers are required to provide water rights to the city. Typically, these rights are transferred in the form of water shares in irrigation companies. The City has made efforts to convert water rights into municipal use. This gives the City the flexibility to use the water for either drinking water or pressurized irrigation water as necessary.

A large portion of Highland's surface water is from direct flow rights in the American Fork River, meaning that the quantity of water that can be diverted is determined by the quantity of water flowing in the river. The number of shares that the City owns determines the percentage of the river flow that they can divert. During high runoff periods, the available water exceeds the demand.

## **WATER USE SUMMARY**

### **Current Water Use**

In 2021, approximately 1,517 acre-feet of water was used in the drinking water system. Highland City reported a population of 20,085, resulting in a per capita use of 67 gallons per capita per day (gpcd) in the drinking water system (primarily for indoor water use). Water use in the pressurized irrigation system is not individually metered. However, flow measurements from pressurized irrigation system water sources provide estimates of water use. These estimates are approximate because some water diverted into the system from the American Fork Canyon sources overflows back to the river during lower demand periods of the season. Based on this information, the average per capita use in the pressurized irrigation system from 2021 was about 346 gpcd. The total estimated average use for 2021 of about 413 gpcd is significantly higher than the typical city in Utah. This high per capita use is attributable to the large lot size in the City which is greater than one-half acre per lot. Typical Utah cities have average lot sizes closer to one-quarter acre.

For conservation and goal determination the City will use averages from 2016-2020 as the base line. The 2021 decline in overall use was attributed to the current drought, the City's public outreach and City's lessening of watering of City parks. The average drinking water use was 77 gpcd and the pressurized irrigation use was 425 gpcd for a total of 502 gpcd for the years 2016-2020.

Figure II-1 summarizes the historical per capita use in the drinking water and pressurized irrigation systems. From about 1998 through 2004, the City averaged around 100 gpcd in the drinking water system. However, from 2007 through 2020, the average use was just above 81 gpcd. This represents approximately a 20% reduction of indoor use since the 2000 through 2004 time period. Water use in the pressurized irrigation remained relatively steady at around 450-475 gpcd from 2009 through 2012. Since 2012 the City has decreased its outdoor use per gpcd to an average of 417 gpcd. This decrease was largely due to incorporating an odd/even watering system and more public education.

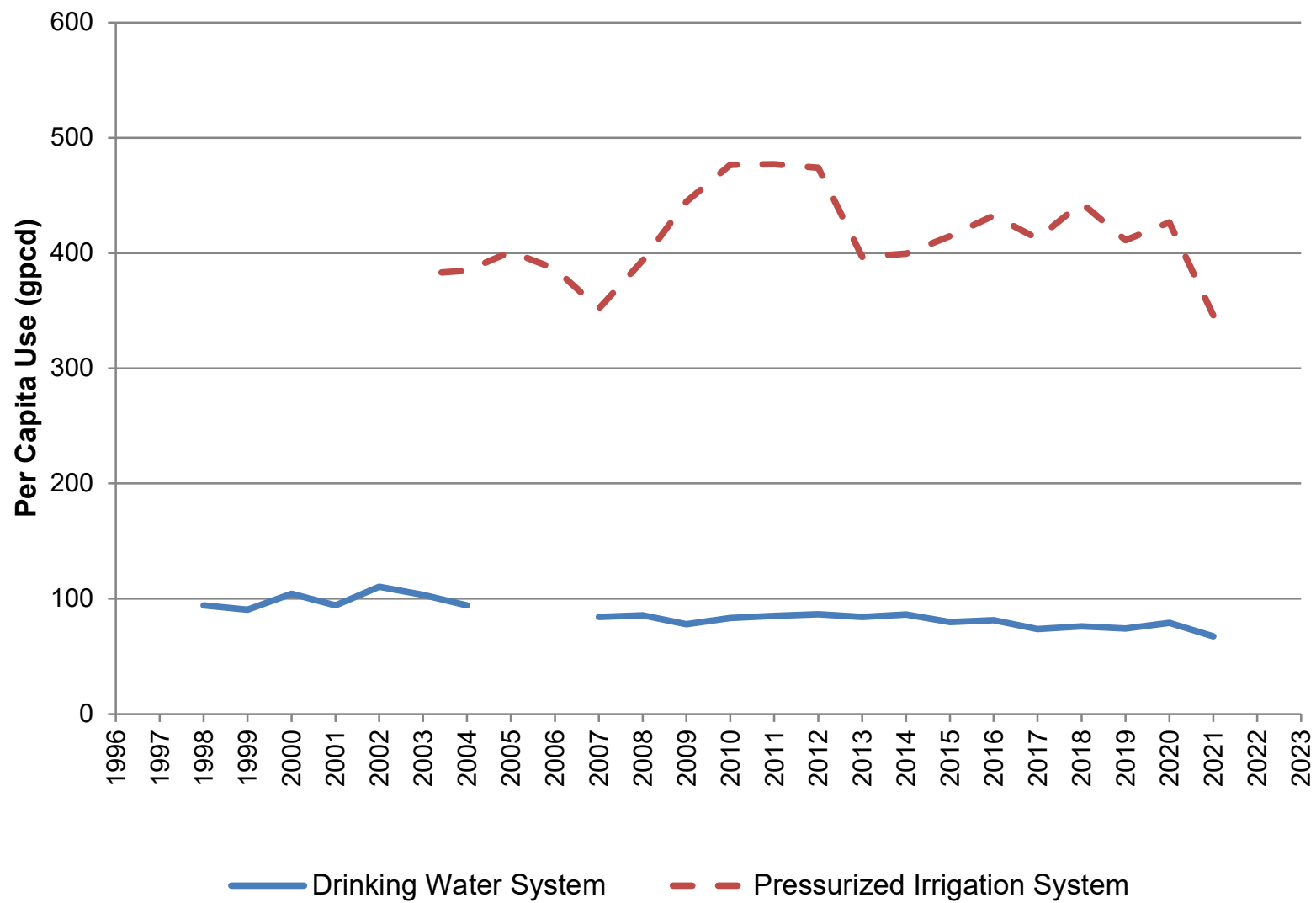
### **Anticipated Future Water Use**

Highland City has indicated that it expects to reach build out conditions within the next 20 years. Based on current City zoning and anticipated annexation plans, it is estimated that the drinking water system will serve an estimated 7,326 ERCs at buildout. According to the City's Pressurized Irrigation Master Plan completed in 2019, the estimated build out irrigated acreage is projected to be 1,865 acres of land. If existing water use trends continue, the total build out water use could exceed 15,000 acre-feet per year.

## **WATER BUDGET**

In order to determine the efficiency of the conveyance system, a water budget was prepared for the drinking water system. A water budget could not be produced for the pressurized irrigation system because individual connections are not metered. The drinking water budget was prepared by comparing the volume of water pumped into the system from the five existing wells to the billed water use within the system. Table II-4 shows the water budget for 2002-2004 and 2009-2010. Data was not available for 2005 through 2008 and 2011.

**FIGURE II-1**  
**Historical Water Per Capita Use**



**TABLE II-4  
DRINKING WATER SYSTEM WATER BUDGET**

YEAR	SOURCE VOLUME (AC-FT)	BILLED VOLUME (AC-FT)	WATER LOSS (AC-FT)	PERCENT WATER LOSS
2002	1,193	962	231	19%
2003	1,203	979	224	18%
2004	1,250	966	284	22%
2009	1,354	1,115	239	17%
2010	1,450	1,131	319	22%
2012	1,561	1,168	393	25%
2013	1,548	1,170	378	24%
2014	1,624	1,296	328	20%
2015	1,498	1,242	256	18%
2016	1,597	1,270	327	20%
2017	1,597	1,242	355	19%
2018	1,629	1,241	388	22%
2019	1,558	1,181	377	25%
2020	1,733	1,230	503	29%
2021	1,517	1,340	177	12%

Based on the water budget, the drinking water system has experienced a higher volume of unaccounted for water – above 20%. A portion of this unaccounted-for water is attributable to about 100 residences in the View Pointe subdivision using the drinking water system for outdoor watering. This outdoor water use is not metered or billed. There is a master meter that has provided an annual use of approximately 90-acre feet. This represents about 25% of the water loss. Water loss can also be attributed to annual hydrant flushing, new water line cleaning and flushing, and construction water. Over the past three years the City has implemented the utilization of hydrant meters to meter and charge contractors for water use. This has impacted the percent water loss in the system. In 2020 there was more hydrant testing and construction water use that in the past. The 2021 numbers were much lower than previous years. The City will review year end totals and hope the water loss will be near the 12% range for the future.

## WATER RATES

Highland City's water rates are summarized in Table II-5. The rate structure for the drinking water system was established in order to motivate residents to conserve high quality groundwater for future growth. A graduated rate structure based on water use was not feasible for the pressurized irrigation system because the system is not metered.

**TABLE II-5  
HIGHLAND CITY WATER RATES**

TYPE OF USE	BASE RATE	BASE VOLUME	OVERAGE RATES
<b>Drinking Water System</b>			
Residential	\$23.07/month	6,000 gal	\$1.47 /1,000 gal from 6,000 – 15,999 gal \$3.85 /1,000 gal over 16,000 gal
<b>Pressurized Irrigation System</b>			
With water rights supplied to City	\$24.14/month plus \$0.000797 per square foot (Cost for irrigating 1 acre = \$58.86)		



## **CHAPTER III CONSERVATION PRACTICES**

Existing water conservation practices currently being implemented in Highland City are focused on conservation of the high-quality groundwater for drinking water purposes and reducing the outdoor water use.

### **CONSERVATION COORDINATOR**

Conservation Coordinator Jeff Murdoch, Assistant Public Works Director – Phone 801-772-4515

### **PRESSURIZED IRRIGATION SYSTEM**

Before construction of the pressurized irrigation system, landscaped areas were irrigated with high quality groundwater from the wells connected to the drinking water system. These outdoor demands required all five wells to pump full-time during the hottest summer months. Since the pressurized irrigation system was constructed, the high-quality groundwater has mostly been reserved for indoor drinking water purposes. With the exception of approximately 200 residential connections, all water users are connected to the pressurized irrigation system. About 100 of those that are not connected are in the View Pointe subdivision which does not have access to the pressurized irrigation system due to locational constraints. Highland City requires all new developments to provide pressurized irrigation pipelines and to connect into the pressurized irrigation system.

Highland City encourages use of the pressurized irrigation system through a tiered rate structure for the drinking water system.

### **TIME-OF-DAY WATERING REQUIREMENTS**

Highland City currently requires its residents to refrain from outdoor watering between the hours of 10 a.m. to 6 p.m. Watering during the cooler hours of the day and at night reduces the amount of water that evaporates during sprinkling. This should allow for shorter watering times. These requirements are periodically provided to residents through mailers included in monthly water bills.

### **WATERING DAYS REQUIREMENTS**

Highland City currently requires its residents to water a maximum of three days a week. These requirements are periodically provided to residents through mailers included in monthly water bills.

### **SMART IRRIGATION SYSTEMS**

Highland City has implemented a policy that landscaped areas for all new public facilities will be irrigated using a smart irrigation system. These systems measure temperature, and precipitation to determine the optimum amount of water that should be applied to maintain a healthy landscape.

### **UPDATED LANDSCAPING ORDINANCES**

In 2020, the City updated its landscaping ordinance to provide more options for water conserving landscapes and xeriscaping. Among the changes to the ordinance, the City reduced the area required to be landscaped with living material from 75% down to 25% in the front of the property. The City has also

allowed more landscaping credit for implementation of xeriscaping or use of natural landscaping. Park Strips are now allowed to be xeriscaped.

### **GENERAL PLAN AMENDMENT**

The City has amended the General Plan to allow for xeriscaping in the parkway detail. With the amendment the City has worked with Developers to provide partial xeriscaping instead of full sod within their park strips.

### **WATER AUDITS AND CUWCD REBATES**

Although the City does not conduct water audits or provide a demonstration garden for efficient landscaping and irrigation methods, they do encourage residents to take advantage of those services offered by Central Utah Water Conservancy District (CUWCD) including rebates. The City's website advertises the CUWCD program by providing links to the CUWCD website.

### **WATER CONSERVATION PUBLIC OUTREACH AND AWARENESS**

The City has been active with supplying a multi-faceted public outreach program over the last couple of years. The City utilizes social media, emails, texts, flyers, website and mailers withing the billings to provide conservation awareness.

### **EXISTING CONSERVATION EFFECTIVENESS**

The City's conservation efforts since the last plan have been immensely effective. The City experienced a 17% reduction in outdoor water use in 2021 compared to the previous few years. The reduction has been directly attributed to the City's conservation efforts and outreach program.

## **CHAPTER IV RECOMMENDED CONSERVATION MEASURES**

Highland City has been actively pursuing water conservation practices that have resulted in a reduction of use in the drinking water system by 20% since 2004. The City intends to continue the current practices as summarized below. The City will also implement additional conservation measures to reduce water usage in the pressurized irrigation system. These practices are described below.

### **CONSERVATION MEASURES TO BE CONTINUED**

Conservation measures currently being implemented by the City are discussed in more detail in Chapter III. These measures include the following:

1. Pressurized Irrigation System – Conserves high quality groundwater for drinking water use.
2. Time-of-Day Watering Requirements – Residential watering only during the cooler hours of the day and at night reduces the amount of water lost to evaporation.
3. Watering Days Requirements – Per ordinance only three days a week of watering is allowed.
4. Smart Irrigation Systems – Implementation of smart irrigation systems for all landscaping at new public facilities provides a very efficient use of irrigation water.
5. Updated Landscaping Ordinance – Reduction of required landscaping of front yard areas from 75% to 25% and allowing for more xeriscaping and natural landscaping reduces the outdoor watering demand from new development.
6. Water Audits and CUWCD Rebates – Encouraging residents to use CUWCD's water audit program and to visit their website promotes voluntary reduction of outdoor water use. CUWCD also provides residents with rebates.
7. Water Conservation Public Outreach and Awareness – Utilize a multifaceted outreach program to reach the residents and businesses.

### **NEW CONSERVATION MEASURES**

Highland City will implement the following new conservation measures to help reduce their outdoor water use.

1. Upgrade Existing Public Parks and Facilities with Smart Controllers & Meters

More efficient irrigation of large existing public landscaped areas could result in significant water use reduction. Metering and smart controlled water use at these facilities would help the city to increase the efficiency of the irrigation system.

2. Install Meters on Private Connections

The City is in the process of installing pressurized irrigation meters on all connections. The resulting measurement has been determined in other areas to decrease use between 20%-40%. The City plans to have meters installed by 2026.

## **YEARLY CONSERVATION REVIEW**

The Conservation Coordinator will review water use on an annual basis at the end of each year. The review will determine the effectiveness of the conservation measures. The Coordinator along with other Public Works and Engineering Staff will determine revisions to the measures should water use be found to increase in a years' time.

# **APPENDIX A**

## **Water Rights & Water Share Summary**

**TABLE A-1**  
**HIGHLAND CITY WATER RIGHTS SUMMARY (5/2022)**

<b>Water Right Number</b>	<b>Approved points of Diversion</b>	<b>Status</b>	<b>Beneficial Use</b>	<b>Flow cfs</b>	<b>Volume ac-ft</b>	<b>Irrigation Company Shares</b>
55-751 (a31084)	8 City Wells	Certificated	Municipal	10	2000	
55-908 (a31084)	8 City Wells	Unapproved	Municipal	4.2	1200	
55-1018 (a5260)	Provo Well	Certificated	Irrigation	3.75	685	
55-1424, 55-3829, 55-4184, 55-4678, 55-7741 all included under a28710	Westfield Road Well	Approved Non-Use	Municipal		117.564	
55-1636 (a22423)	Provo Well	Approved	Municipal	0.304	40	
55-2081 (a22423)	Provo Well	Approved	Municipal	0.011	3.84	
55-6054 (a31084)	8 City Wells	Certified	Municipal	2	192	
55-9341 (a28180)	11 City Wells	Approved	Municipal		121	East Jordan 25 shares
55-9453 (a26314)	Granite Well	Approved	Municipal		59.34	East Jordan 12.26 shares
55-9656 (a26306)	Granite Well	Approved	Municipal		39.35	For Field-Little Dry Creek WUA 5 shares
55-9707 (a31083)	8 City Wells	Approved	Municipal		288.99	South Jordan 58.5 shares
55-9708 (a27167)	Granite Well, Beacon Hill Area	Approved	Municipal		694.07	South Jordan 140.5 shares
55-11898 (a27836)	Granite Well	Approved	Municipal		41.14	East Jordan 8.5 shares
55-9284 (a21958)	9 City Wells	Approved	Municipal		159.72	East Jordan 33 shares
55-12283 (a33000)	Unnamed Spring & 8 City Wells	Approved	Municipal		52	
TOTAL					5,694.014	
TOTAL APPROVED AND APPLIED FOR MUNICIPAL USE					5,694.014	

**TABLE A-2**  
**HIGHLAND CITY IRRIGATION SHARES SUMMARY (5/2022)**

<b>Irrigation Company</b>	<b># of Shares</b>	<b>Estimated* Volume/share ac-ft/share</b>	<b>Estimated Volume ac-ft</b>	<b># Shares Included in Ground Water Rights</b>
American Fork Irrigation Company	1326.53	2	2653.06	0
East Jordan Irrigation Company	78.76	4.84	381.1984	381.1984
Fort Field Little Creek Water Users Association	5	7.87	39.35	5
Highland Conservation	2420.3	1	2404	0
Lehi Irrigation Company	1347.75	2	2695.5	0
Pleasant Grove Irrigation Company	333.863	1.7	567.5671	0
Provo Reservoir Water Users Association:				
Full Shares	283.63	4	1177.308	0
Late Shares	252.68	2.5	680.2875	0
South Jordan Canal company	199	4.94	983.06	199
Winn Ditch Irrigation Company	463.5	0.06	27.81	0
Central Utah Project	415	1	415	
ESTIMATED SURFACE TOTAL NOT WITHIN GROUNDWATER			11,603.5926	

\* The volume/share values have been estimated in some cases and are subject to change.

# **APPENDIX B**

## **Conservation Ordinances and Development Code Landscaping**



## **Chapter 13.60 CULINARY WATER SERVICE BILLING AND COLLECTION PROCEDURES**

[13.60.010 Culinary Water Meter Connection](#)

[13.60.020 Voluntary Termination Of Service](#)

[13.60.030 Delinquent Accounts And Involuntary Termination](#)

[13.60.040 High Water Usage](#)

[13.60.050 Outside Watering](#)

[13.60.060 Meter Readings](#)

[13.60.070 Penalties](#)

### **13.60.010 Culinary Water Meter Connection**

An application for a water meter can be made only at the time a request for a final inspection on new construction has been made. A final inspection request must be made forty-eight hours in advance of the final inspection date in order for the meter fee to be paid and a work order initiated. A meter can not be set where there is not a permanent resident, excepting for properly approved model homes.

#### **A. Account Set-up.**

1. New Construction. Upon request for a final inspection, the applicant will be required to complete an application for service and pay the account set-up fee.
2. Move-in Service. An application fee and utility agreement will be completed each time there is a new request for service on existing connections. If an application for service is made on or before the 15th of any month, the customer will pay a full month. If an application is made after the 15th of the month, the first bill will be prorated according to the remaining number of days in the month.

Services will be billed commencing with the date of the application for services or occupancy, whichever occurs first.

HMC (Ord. 2005-30 § 1)

### **13.60.020 Voluntary Termination Of Service**

Those customers wishing to discontinue service will contact the city forty-eight hours in advance of the desired last day of service. The city will then perform a final meter reading. If, upon notification of termination of service where there is not a replacement application for service requested, services will be terminated forty-eight hours thereafter.

- #### **A. Proration of Service.**
- Customers will be billed for the first fifteen days of service, if a termination of service request is made on or before the 15th day of the month. There will be no proration of services if the request for termination of services is made after the 15th of the month.

HMC (Ord. 2005-30 § 2)

### **13.60.030 Delinquent Accounts And Involuntary Termination**

Any account which is thirty days delinquent will be notified in writing of said delinquency. If the amount delinquent is not paid within forty-five days, a two week shut-off notice will be sent to the customer. The shut-off notice will provide notice that all utility services provided by Highland City will be terminated at the end of a two week period if the bill is not brought current before the shut-off date and will notify the customer of their rights to a hearing on this matter. If service is terminated, all arrears, a ten percent penalty of the delinquent amount due, and a twenty-five dollars shut-off fee will need to be paid in full, in

cash. No services will be terminated on a day which precedes a weekend or holiday.

HMC (Ord. 2005-30 § 3)

### **13.60.040 High Water Usage**

When high water usage is the result of a leak that is found to be within the home, the city will adjust the bill after the leak has been corrected. An adjustment can be made, upon request of the account holder in writing, of \$.65 per one thousand gallons over six thousand gallons. However, the sewer bill will not be adjusted for a leak which drains into the city sewer system. When there is high water usage, as a result of a leak outside the home, the same adjustment can be made with the exception that the sewer usage will be adjusted back to the most current rate prior to the leak.

HMC (Ord. 2005-30 § 4)

### **13.60.050 Outside Watering**

- A. Water usage rates for those customers who are not on pressurized irrigation are charged at two dollars per thousand gallons over six thousand gallons monthly.
- B. Any cross connections between the culinary water service and the pressurized irrigation system is unlawful.
- C. It is henceforth unlawful to install a stop and waste valve on culinary water services. When an upgrade to an existing stop and waste valve is necessary an appropriate back flow prevention device shall be installed in conjunction with a stop and waste valve. The public works director or his designee shall observe and inspect and approve the installation of all new water back flow prevention devices within the city, and testing ten days after the installation and an annual test report of its function.
- D. There shall be no outside watering with culinary water through the sprinkler systems for those customers who are on the pressurized irrigation system except through the appropriate hose bibs connected to the building's interior plumbing. This cannot be a direct connection to the pressurized irrigation system. The hose bib can only deliver to the atmospheric pressure.
- E. Per Chapter 13.30 all new customers shall connect to the city's pressurized water system and utilize said system for outdoor watering purposes.

HMC (Ord. 2005-30 § 5; Ord. No. 2014-01, 2-4-2014)

### **13.60.060 Meter Readings**

Water meter readings shall be performed and results recorded with the city by the 20th of the month. All exceptions will need to be addressed and resolved by the 25th of the month so billing statements may be sent by the first of the following month.

HMC (Ord. 2005-30 § 6; Ord. No. 2014-01, 2-4-2014)

#### **HISTORY**

Amended by Ord. [O-2020-28](#) on 9/1/2020

### **13.60.070 Penalties**

- A. Any firm, corporation, person or persons, or any action on behalf of any person, persons, firm or corporation, violating any of the provisions of this chapter shall be guilty of a Class B misdemeanor up to which is up to a one thousand dollars fine and six months in jail.
- B. Each person, persons, firm or corporation found guilty of a violation of any provision of this

chapter shall be deemed guilty of a separate offense for each and every day during which any violation of any provision of this chapter is committed, continued, or permitted by such person, persons, firm or corporation, and shall be punishable as provided in this chapter.

HMC (Ord. No. 2014-01, 2-4-2014)

## **Chapter 13.70 WATER CONSERVATION**

### **13.70.010 Findings And Purpose**

### **13.70.020 Definitions**

### **13.70.030 Limited Watering Days And Watering Hours**

### **13.70.040 Hardship Waiver**

### **13.70.050 Penalties And Violations**

#### HISTORY

Adopted by Ord. [O-2019-05](#) on 4/16/2019

### **13.70.010 Findings And Purpose**

The City Council finds that it is in the best interest of Highland City and its water resources to encourage wise use of this important asset. As the state is subject to periodic droughts and water shortages, these trends have created water deficits in numerous watersheds which effect the City. The ongoing water deficits demonstrate that water conservation is a prudent step for Highland City and its residents. Highland City desires to be proactive in the implementation and enforcement of water conservation efforts.

#### HISTORY

Adopted by Ord. [O-2019-05](#) on 4/16/2019

### **13.70.020 Definitions**

The following words and phrases whenever used in this chapter have the meaning defined in this section:

"Resident" means any person using water provided by the city.

"Landscape area" means a lawn, landscape, garden, pasture, or other area of irrigable land.

#### HISTORY

Adopted by Ord. [O-2019-05](#) on 4/16/2019

### **13.70.030 Limited Watering Days And Watering Hours**

- A. Watering of residential lawns, landscape area or other vegetated areas shall only occur between the hours of 6:00 pm and 10:00 am. MST.
- B. Watering or irrigating of lawn, landscape area or other vegetated area shall be limited to three days per week on the following schedule:
  1. Even numbered street addresses: Monday, Wednesday, and Friday
  2. Odd numbered street addresses: Tuesday, Thursday, and Saturday
  3. No watering on Sunday except for Churches, Schools and Parks.
  4. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.
  5. Leaks, breaks or malfunctions in the user's plumbing or distribution system must be repaired within seventy-two hours of notification by the city unless arrangements are

made with the city.

- C. New lawns and landscaping are exempt from the day of the week restrictions for the first thirty (30) days of installation. However, such watering shall be limited to the minimum necessary. Watering should be conducted between the hours of 6 p.m. and 10 a.m. Documentation to verify the date of planting shall be made available upon request.
- D. Watering for the purpose of applying insecticides, fungicides, and herbicides where such watering is required by the manufacturer or by federal or state law shall not be restricted by days of the week. However, such watering shall be limited to the minimum necessary. Documentation to verify the date of application shall be made available upon request.

#### HISTORY

Adopted by Ord. [O-2019-05](#) on 4/16/2019

### **13.70.040 Hardship Waiver**

The waiver may be granted or conditionally granted only upon written finding of the existence of facts demonstrating an undue hardship to a resident using water or to property upon which water is used, that is disproportionate to the impacts to water users generally or to similar property due to specific and unique circumstances of the property.

- A. An application for a waiver must be on a form prescribed by the city.
- B. Supporting Documentation. The application must be accompanied by photographs, maps, drawings, and other information, including a written narrative detailing the reason a waiver should be granted.
- C. An application for a waiver will be granted only if the information provided in the application and supporting documentation for the property meet all of the following:
  - 1. That the waiver does not constitute a grant of special privilege inconsistent with the limitations upon other residents;
  - 2. That because of special circumstances applicable to the property or its use, the strict application of this chapter would have a disproportionate impact on the property or use that exceeds the impacts to residents generally;
  - 3. That the authorizing of such waiver will not be of substantial detriment to adjacent properties, and will not materially affect the ability of the city to effectuate the purpose of this chapter and will not be detrimental to the public interest; and
  - 4. That the condition or situation of the subject property or the intended use of the property for which the waiver is sought is not common, recurrent or general in nature.
- D. The Approval Authority shall be deemed to be the City Administrator. The City Administrator must act upon any completed application no later than fifteen (15) days after submittal and may approve, conditionally approve, or deny the waiver. The applicant requesting the waiver must be promptly notified in writing of any action taken. Unless specified otherwise at the time a waiver is approved, the waiver will apply to the subject property and only during the watering season in which it is issued. The decision of the City Administrator will be final.

HISTORY

Adopted by Ord. [O-2019-05](#) on 4/16/2019

**13.70.050 Penalties And Violations**

The City and its duly assigned representative(s) shall seek compliance with or enforcement of this chapter for failure to comply with any provision of the ordinance by assigning the following penalties and violations.

- A. First Violation: Highland City will issue a written warning via a door hanger and deliver a copy of this ordinance by mail.
- B. Second Violation: A one-hundred (\$100.00) dollar fine will be included on the next month utility bill.
- C. Third Violation: The water service will be locked and a two-hundred (\$200.00) dollar fee will be required for removal of the lock and reinstatement of service.
- D. Subsequent Violations: Subsequent violations will be subject to [Section 13.30.380](#) of the Highland City Municipal Code.

HISTORY

Adopted by Ord. [O-2019-05](#) on 4/16/2019

### **3-621 Park Or Planter Strips**

All park strip areas, the area between the sidewalk and the curb, shall be landscaped using traditional and /or Xeriscape methods. Vegetation such as grasses, flowers, ground covers and shrubs shall not exceed 22-inches in height. Vegetation shall not include weeds identified on the State of Utah Department of Agriculture and Food Designated Noxious Weed List for Colorado (CO), Idaho (ID), Kansas (KS), Montana (MT), Nebraska (NE), North Dakota (ND), South Dakota (SD), Utah (UT), Wyoming (WY) but may include approved drought tolerant plants.

1. The park strip may be covered with non-living material such as wood chips or decorative landscaping rocks (rock diameter of one inch minimum and six inches maximum) if commonly practiced xeriscape landscaping procedures are followed.
2. Trees planted in the park strip may be separated by non-living materials only if a water source is available at each tree (not from a hose, or above ground sprinkler).
3. Only trees from the city approved Class I Trees list may be planted within a park strip as follows:
  - a. acer campestre; Hedge Maple
  - b. acer ginnala; Amur Maple
  - c. acer grandidentatum; Big Tooth Maple
  - d. acer tataricum; Tatarian Maple
  - e. koelreuteria paniculata; Goldenrain Tree
  - f. prunus serrulata; Flowering Cherry
  - g. prunus blireiana; Flowering Plum
  - h. Pyrus fauriei, (syn. C. calleryana var. Fauriei) Korean Flowering pear
  - i. Pyrus calleryana, 'Callery X Chanticleer Cultivar', Chanticleer (Callery) flowering pear
  - j. Pyrus calleryana, 'Cleveland Select', Cleveland Select flowering pear
  - k. Pyrus salicifolia, 'Pendula' (syn. Silver Frost') Weeping Willowleaf pear
  - l. syringe reticulata; Japanese Tree Lilac

(Amended: 6/18/02, 8/21/07)

#### HISTORY

Amended by Ord. [O-2020-18](#) on 6/2/2020

## **10-102 Definitions**

The following words, as used in this Title, shall have the meaning ascribed to them:

27. **Landscaping.** Landscaping shall mean the use and integrations of traditional landscape design methods including Xeriscape. A combination of planted trees, shrubs, vines, ground covers, grass, rocks, fountains, pools, art works, screens, walls, fences, benches or surrounding walkways set into any aesthetically pleasing arrangement should be implanted. The use of structures or surfaced walkways, alone, in the absence of planted trees, grass, etc., shall not meet the requirements of this Code.
81. **Xeriscape.** Xeriscape is interpreted to be landscaping in a manner that reduces the need for supplemental irrigation, conserves water and enhances the beauty of the property. At least 25% of the xeriscape area within the front setback of a residence must contain plants, trees and shrubs. Residents should be conscientious of utilizing plants, trees and shrubs appropriate to the climate to avoid losing water to evaporation and run-off. Xeriscape areas shall consist of an attractive mix of plantings, rocks and other landscaping materials.

The above referenced definitions were amended by Ordinance O-2020-18 on 6/2/2020





## HIGHLAND CITY

**HIGHLAND CITY COUNCIL AGENDA****Tuesday, September 6, 2022**

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

**VIRTUAL PARTICIPATION**YouTube Live: <http://bit.ly/HC-youtube>Email comments prior to meeting: [council@highlandcity.org](mailto:council@highlandcity.org)**7:00 PM REGULAR SESSION**

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Sarah D. Petersen

Pledge of Allegiance – Council Member Brittney P. Bills

**1. UNSCHEDULED PUBLIC APPEARANCES**

Please limit comments to three minutes per person. Please state your name.

**2. PRESENTATIONS****a. Youth Council Report** – *Youth Council Representative*

A member of the Youth Council will report on their recent and upcoming activities.

**b. Water Update** – *Tayson Arnoldsen, Pressurized Irrigation Superintendent*

Tayson Arnoldsen, Pressurized Irrigation Superintendent, will present an update on the current water conditions in Highland City.

**c. Grant Lobbyist Consultant** – *David Stewart*

David Stewart will present to the Council an opportunity to use a lobbyist consultant as a method to receive grants.

**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. [Approval of Meeting Minutes](#)** *Administrative – Stephannie Cottle, City Recorder*

Regular City Council Meeting – July 5, 2022

City Council Work Session and Regular City Council Meeting – July 19, 2022

**b. [Library Board Appointment](#)** *Administrative – Donna Cardon, Library Director*

City Council will consider the appointment of Rachel Farnsworth to the Library Board.

- c. **Resolution/Agreement: Interlocal Cooperation Agreement: Active Transportation Plan with MAG & Alpine City** *Administrative - Kellie Smith, Planner & GIS Analyst*

The City Council will consider entering into an interlocal cooperation agreement with Mountainland Association of Governments (MAG) and Alpine City for an Active Transportation Plan. The Council will take appropriate action.

4. **PUBLIC HEARING/ORDINANCE: GENERAL PLAN AMENDMENT - MODERATE INCOME HOUSING ELEMENT & IMPLEMENTATION PLAN** *Legislative - Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public hearing to consider a proposal by Highland City staff to amend the Moderate Income Housing element of the General Plan to update strategies and include an implementation plan. The Council will take appropriate action.

5. **COMMUNICATION: MOUNTAIN RIDGE PARK - TOTAL PARK COST & FUNDING SOURCES** *Administrative - Erin Wells, Interim City Administrator*

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on this communication item.

6. **ACTION: MOUNTAIN RIDGE PARK FUNDING SOURCES** *Administrative - Tyler Bahr, Finance Director*

The City Council will review funding sources for Mountain Ridge Park and consider a request to transfer eligible sources to the Parks Capital Fund.

7. **CONTRACT: MOUNTAIN RIDGE PARK CHANGE ORDER** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider a change order with Stratton and Bratt Landscapes, LLC for Mountain Ridge Park construction. The Council will take appropriate action.

8. **CONTRACT: MOUNTAIN RIDGE PARK PICKLEBALL AND BASKETBALL COURTS** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider awarding a construction contract for pickleball courts and a basketball court to L.E.R. Renner Sports Surfaces. The Council will take appropriate action.

9. **ACTION: COUNCIL CHAMBERS AV UPGRADES CHANGE ORDER** *Administrative - Erin Wells, Interim City Administrator*

The City Council will hold a public meeting to consider whether to approve change orders for the recently approved Council Chambers AV upgrade. The Council will take appropriate action.

10. **ORDINANCE: MUNICIPAL CODE AMENDMENT - MAINTENANCE AGREEMENTS** *Administrative - Kellie Smith, Planner & GIS Analyst*

The City Council consider a proposal by Highland City Staff to amend Chapter 12.28 Private Maintenance of Public Open Space Property. The City Council will take appropriate action.

11. **RESOLUTION: WATER CONSERVATION PLAN** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider approving the updated Water Conservation Plan prior to submitting the report to the Utah Division of Water Resources. The Council will take appropriate action.

**12. ACTION: PURCHASE CONTRACT WITH RHINO PUMPS FOR THE OVERWATCH SEWER PUMP SYSTEM** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider the purchase of OverWatch pump system from Rhino Pumps to replace the existing lift station pumps. The Council will take appropriate action.

**13. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS**

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

- a. Mountain Ridge Baseball Field & Soccer Field** - *Erin Wells, Interim City Administrator*
- b. Finance Department Update** - *Tyler Bahr, Finance Director*
- c. Text Amendment: Fence Materials** - *Kellie Smith, Planner & GIS Analyst*
- d. Text Amendment: CUWCD Water-wise** - *Kellie Smith, Planner & GIS Analyst*
- e. 10100 N Rebuild** - *Andy Spencer, City Engineer/Public Works Director*
- f. Dry Creek Circle** - *Andy Spencer, City Engineer/Public Works Director*
- g. Knight Avenue Signal** - *Andy Spencer, City Engineer/Public Works Director*
- h. Future Meetings**
  - September 14, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
  - September 20, City Council Meeting, 7:00 pm, City Hall
  - September 27, Planning Commission Meeting, 7:00 pm, City Hall
  - October 4, Work Session & City Council Meeting, 6:00 pm, City Hall
  - October 12, Lone Peak Public Safety District Meeting, 7:30 am, City Hall

**14. CLOSED SESSION**

The City Council may recess 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.

**ADJOURNMENT**

In accordance with Americans with Disabilities Act, Highland City will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at (801) 772-4505 at least three days in advance of the meeting.

**ELECTRONIC PARTICIPATION**

Members of the City Council may participate electronically during this meeting.

**CERTIFICATE OF POSTING**

I, Kellie Smith, the City Planner, certify that the foregoing agenda was posted at the principal office of the public body, on the Utah State website (<http://pmn.utah.gov>), and on Highland City's website ([www.highlandcity.org](http://www.highlandcity.org)).

Please note the order of agenda items are subject to change in order to accommodate the needs of the City Council, staff and the public.

Posted and dated this agenda on the 1<sup>st</sup> of September, 2022.

Kellie Smith, City Planner

**THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS.**



## HIGHLAND CITY

# HIGHLAND CITY COUNCIL MINUTES

Tuesday, September 6, 2022

Approved October 18, 2022

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

### VIRTUAL PARTICIPATION



YouTube Live: <http://bit.ly/HC-youtube>



Email comments prior to meeting: [council@highlandcity.org](mailto:council@highlandcity.org)

## 7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler

Invocation – Council Member Sarah D. Petersen

Pledge of Allegiance – Council Member Brittney P. Bills

The meeting was called to order by Mayor Kurt Ostler as a regular session at 7:02 pm. 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 Council Member Sarah D. Petersen and those in attendance were led in the Pledge of Allegiance by Council Member Brittney P. Bills.

**PRESIDING:** Mayor Kurt Ostler

### COUNCIL MEMBERS

**PRESENT:** Timothy A. Ball, Brittney P. Bills, Kim Rodela, Sarah D. Petersen, Scott L. Smith (arrived at 7:04 pm)

**CITY STAFF PRESENT:** Interim City Administrator Erin Wells, City Attorney Rob Patterson, City Recorder Stephannie Cottle, Finance Director Tyler Bahr, Planner and GIS Analyst Kellie Smith, City Engineer/Public Works Director Andy Spencer, Police Chief Brian Gwilliam, Fire Chief Brian Patten, Library Director Donna Cardon, Pressurized Irrigation Superintendent Tayson Arnoldsen

**OTHERS PRESENT:** Jon Hart, David Stewart, Rachel Farnsworth, Stephen Farnsworth, Anjalee Taylor, Brian Braithwaite, Helene Pockrus

## 1. UNSCHEDULED PUBLIC APPEARANCES

Please limit comments to three minutes per person. Please state your name.

Helene Pockrus stated that she contacted the City about an intersection that flooded recently; there are pipes broken on all sides of the intersection and she is concerned about the ground caving in as a result. She added that the road that leads to Costco is very congested; last week she saw a large vehicle accident on the road and there

should be a temporary sign installed to help address the safety issues on the roadway. She advised the City to reach out to Lehi to ask for some help addressing the issue. Mayor Ostler clarified that the intersection Ms. Pockrus is referencing is 10400 South and 1200 East.

## **2. PRESENTATIONS**

### **a. Youth Council Report – Youth Council Representative**

There was no member of the Youth Council present to report.

### **b. Water Update – Tayson Arnoldsen, Pressurized Irrigation Superintendent**

Tayson Arnoldsen, Pressurized Irrigation Superintendent, will present an update on the current water conditions in Highland City.

Mr. Arnoldsen provided an update regarding current water conditions in the community; he discussed City-wide water usage and used graphs to illustrate decreased usage since 2020. To date, the City has used 10 percent less water than in 2021 and 24 percent less than in 2020. Continued strategies relating to improving public awareness of ongoing drought conditions and the need to conserve water include utilization of the City's newsletter and website, text/email/social media messaging, and referring residents to water conservation websites.

### **c. Grant Lobbyist Consultant – David Stewart**

David Stewart will present to the Council an opportunity to use a lobbyist consultant as a method to receive grants.

Mr. Stewart reporting on his work with the State Legislature and currently the Mountainland Area of Governments (MAG); he discussed past efforts to secure grant funding for local government entities and indicated his willingness to contract with Highland City to assist in the grant application process for housing and water projects for the community. He stated that he has been working in this field for 25 years and has never lost a client due to lack of success in securing grant funding.

Mayor Ostler reported Mr. Stewart's fee is \$100,000 per year and he is seeking feedback from the Council regarding whether they would like to contract with him.

Council Member Peterson asked Mr. Stewart if he works to find grants outside of the State of Utah. Mr. Stewart answered no and indicated that he assists local government entities in securing grants in the State of Utah. Council Member Peterson inquired as to the average return on investment (ROI) local government entities experience; she also asked if the ROI is one time or year after year. Mr. Stewart cited his relationship with Brigham City as an example of ROI his clients experience; that city had a street called Forrest Street that was bisected by Union Pacific Railroad tracks; Union Pacific was staging trains in that section of their track, and it was very negatively impactful to the City. He worked with the City to develop a strategy for addressing and assessing fuel taxes on Union Pacific to generate a revenue stream that could be used as leverage for bonding to build a bridge over the railroad tracks. He secured \$30 million in funding and was paid \$120,000 for his work. He noted other city clients he has worked for for several years have received millions of dollars in grant support; most receive anywhere between 10 and 50 times his fee. Council Member Peterson asked Mr. Stewart how he avoids conflicts of interest; if he is working for several cities, how does he decide which city he will work for in regard to various grant programs. Mr. Stewart stated that some of his clients are narrowly focused on grants for which matching funds are from a specific source; not all his clients have those funding sources, so that is one tool he uses to determine when to pursue funding opportunities. He stated that in 38 years he has never had to drop a client due to a conflict of interest.

Council Member Smith asked if cities are required to communicate if they have matching funds in advance of applying for grants from the \$50 million in transportation funding approved last year and the \$25 million approved this year. Mr. Stewart stated that he would aid the City in applying for funding for projects that have been planned for and for which a portion of funding is already available; funding available could be moved to another project if sufficient grant funding is secured.

Council Member Rodela inquired as to which projects City Administration feels would be appropriate for assignment to Mr. Stewart. City Engineer/Public Works Director Spencer stated that he has identified three projects, two of which have been the subject of past grant applications. They include completion of a well house for well number four, remediation of well number five and chlorination, and the last third of the Country Club sewer line project.

Council Member Rodela asked Mr. Stewart if there are grant programs for parks projects. Mr. Stewart indicated parks funding is difficult and there is not a lot of funding at the State level. However, there may be funding for trails and other active transportation projects.

Council Member Peterson asked Mr. Stewart if he every executes a contract that would base his fee upon the grant amount the City receives. Mr. Stewart stated that he cannot legally enter into a contract that would give him a percentage of a grant amount received; he must chart a fixed fee that is negotiated before he begins working for a client. However, he believes he can secure \$1 million for the City and his fee would be 10 percent of that amount. Council Member Peterson asked if there is an exit clause in the agreement. Mr. Stewart indicated that he would request a one-year contract and it would not include an exit clause.

Council Member Bills asked if it is possible to include a clause that prohibits Mr. Stewart from applying for similar funding for other clients. Mr. Stewart indicated he is willing to negotiate on that point.

Mayor Ostler facilitated brief discussion among the Council and City Attorney Patterson regarding the City's legal options relative to the proposed arrangement/relationship with Mr. Stewart, after which Council Member Peterson indicated that she would like additional time to think about this matter; she is concerned about the funding source for Mr. Stewart's fee. She also wondered if there are other grant writers who could seek grants outside of the State of Utah. Mayor Ostler stated the agreement with Mr. Stewart would be project specific; there is a September 20 deadline for applying for MAG transportation funding. City Attorney Patterson stated there is not funding identified in the budget for grant writing services, but if projects are funded through this contract, the fee could be taken from an enterprise fund.

Mayor Ostler stated he understands the concerns expressed by Council Member Peterson but noted that this is a unique opportunity; Mr. Stewart is not just a grant writer and he has relationships that would be valuable to the City. Council Members Rodela and Ball indicated a willingness to consider an agreement with Mr. Stewart in advance of the September 20 deadline. Council Member Bills stated she is not ready to approve a contract at this time due to the \$100,000 fee. Council Member Smith stated that there are many positive aspects of this proposal, but he is concerned about getting a later start on working to apply for a portion for the \$25 million in transportation funding. Mr. Stewart stated that there will be other programs for which he can assist the City in seeking funding from. Council Member Smith stated he is intrigued and is willing to consider a contract in two weeks.

At the conclusion of discussion among the Council and Mr. Stewart, Mayor Ostler concluded there is support from three Council Members for proceeding with consideration of a formal contract; he indicated that matter will be brought back to the Council as soon as possible.

### 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. **Approval of Meeting Minutes** *Administrative – Stephannie Cottle, City Recorder*  
Regular City Council Meeting – July 5, 2022  
City Council Work Session and Regular City Council Meeting – July 19, 2022
- b. **Library Board Appointment** *Administrative – Donna Cardon, Library Director*  
City Council will consider the appointment of Rachel Farnsworth to the Library Board.
- c. **Resolution/Agreement: Interlocal Cooperation Agreement: Active Transportation Plan with MAG & Alpine City** *Administrative – Kellie Smith, Planner & GIS Analyst*  
The City Council will consider entering into an interlocal cooperation agreement with Mountainland Association of Governments (MAG) and Alpine City for an Active Transportation Plan. The Council will take appropriate action.

Mayor Ostler invited Rachel Farnsworth, Library Board Appointee, to introduce herself to the Council. Ms. Farnsworth stated she has lived in Highland for four years and she is a professional food blogger. She has written two cookbooks, one of which will be published in 28 days. Her blog is self-sustaining, and she will retire at the end of this year. She is excited to serve the community in this capacity.

Council Member Smith requested to pull item 3c for further discussion.

*Council Member Kim Rodela MOVED that the City Council approve consent items 3a and 3b.*

*Council Member Brittney P. Bills SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

- c. **Resolution/Agreement: Interlocal Cooperation Agreement: Active Transportation Plan with MAG & Alpine City.**

Council Member Smith stated he would like to know more about the proposed agreement; he asked if the agreement involves just trails, or roads as well. Planner/GIS Analyst Smith stated that it does involve roads that include an active transportation element, mostly for bikes and pedestrians and trail connectivity. It will provide interconnectivity between Highland and Alpine cities. Mayor Ostler stated that it will also provide for forecasting for future improvement projects based upon usage and growth and the City's share of the matching funds for the project is 6.77 percent.

*Council Member Scott L. Smith MOVED that the City Council approve consent item 3c the Interlocal Cooperation Agreement with Mountainland Association of Governments and Alpine City for an Active Transportation Plan and appropriate \$4,062.00 to pay our portion.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

#### **4. PUBLIC HEARING/ORDINANCE: GENERAL PLAN AMENDMENT - MODERATE INCOME HOUSING ELEMENT & IMPLEMENTATION PLAN**

*Legislative - Kellie Smith, Planner & GIS Analyst*

The City Council will hold a public hearing to consider a proposal by Highland City staff to amend the Moderate-Income Housing element of the General Plan to update strategies and include an implementation plan. The Council will take appropriate action.

Planner/GIS Analyst Smith explained on August 16, 2022, the City Council discussed possible adjustments to existing Moderate-Income Housing (MIH) strategies in the General Plan and agreed that they wanted to keep the existing implementation measures and did not want to add any new strategies. She discussed background of State legislation dealing with moderate housing requirements, noting House Bill (HB) 462 includes 24 strategies, from which the City must choose three to include in its General Plan. She summarized the current text of the City's General Plan, which includes four strategies intended to achieve compliance with HB462, concluding the Planning Commission held a public hearing regarding this matter and made a recommendation to amend the implementation timeline for the first and fourth MIH strategies. The first deals with senior housing projects and the fourth deals with accessory dwelling units (ADUs). Staff recommends the City Council hold a public hearing and review the amendments recommended by the Planning Commission and take action on the matter. She concluded that this matter must be resolved by October 1 in order to meet the reporting requirement included in HB462.

Council Member Smith expressed concern about the senior housing strategy; he believes that the housing that is being developed for seniors is actually not used by that demographic. It is high density and he has seen family after family move into the units. He wondered if that element of the General Plan is actually enforceable, and he feels that it is being exploited by developers who just want to build high density projects. Ms. Smith stated that some developments are age targeted, but not deed restricted to ensure senior occupants only.

Mayor Ostler inquired as to the legality of deed restricting a development for senior housing only. City Attorney Patterson stated that a deed restriction would need to be part of a rezone action, something a developer requests but they are not necessarily entitled to. A developer could promise to the City that they will place deed restrictions on individual properties to ensure senior occupancy. He stated that it would be necessary to craft an ordinance that allows for this type of activity.

There was brief discussion among the Council regarding the strategy relating to ADUs, with a focus on whether an ADU must be attached or if detached ADUs are allowed.



Mayor Ostler opened the public hearing at 8:29 p.m.

There were no public comments.

Mayor Ostler closed the public hearing at 8:29 p.m.

Council Member Bills stated she agrees with the previous determination to leave the document unchanged; she supports motion language option one included in the staff report.

Mayor Ostler allowed public input.

Helene Pockrus stated that the senior housing at Ridgeview is a “mess”; she has driven through the project, and it is very discouraging. The prices for housing units are higher than seniors can sell their current homes for. She fought for senior housing for six years, but that type of land use seems to be going ‘down the drain’. Mayor Ostler stated that there are no deed restrictions on the senior housing projects, but they are age recommended. Ms. Pockrus asked about the Apple Creek housing project. Mayor Ostler stated that project was not approved. Council Member Smith added that some new townhome units are being built and marketed as senior housing, but there is no deed restriction. Ms. Pockrus stated there are many seniors who want to stay in Highland City, but they cannot afford the units that are marketed as senior housing.

Discussion then refocused on the ADU strategy; Ms. Smith stated that the most important thing to staff is consistency when advising property owners on what type of unit then can build on their property. Interim City Administrator Wells stated that one option would be to remove the ADU strategy from the General Plan; this would still leave three strategies and the City would be compliant with HB462; or, the implementation timeline for ADUs can be removed. Council Member Bills stated she would prefer to remove the timeline and monitor ADU activity in the City and solicit public input regarding that type of land use.

*Council Member Brittney P. Bills MOVED that City Council accept the findings and APPROVE the original proposal to the Moderate-Income Housing element of the General Plan that updates strategies and includes an implementation plan for each strategy, with the change to the ADU section that will say “On an ongoing basis that city will monitor ADU’s and will also seek citizen input.”*

*Council Member Scott L. Smith SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

## **5. COMMUNICATION: MOUNTAIN RIDGE PARK – TOTAL PARK COST & FUNDING SOURCES** *Administrative - Erin Wells, Interim City Administrator*

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on this communication item.

Interim City Manager Wells provided a table illustrating Council approved and planned revenue sources for Mountain Ridge Park, totaling \$8,047,486. Potential extra revenue sources include a water conservancy grant (\$60,000), private donation (\$500,000), American Fork landscaping escrow funds (\$104,000), and Parks Capital Fund balance (\$1 million). These extra sources total \$1,664,000. City Attorney Patterson briefly noted that the American Fork funding was an exaction and there is no timeframe for spending those funds. He discussed the project that the exaction was related to and the basis for the exaction. The Mayor polled the Council to determine if there was support for using the \$104,000 for the Mountain Ridge Park and there was a consensus among the Council for such.

Ms. Wells then presented an additional chart illustrating spent or committed funds for the park, totaling \$2.9 million. She then presented a rendering of the park project to remind the Council of the elements included in the project scope. She discussed priority unfunded items in the project and indicated finishes in phase one, completion of gap area one, and gap area two total \$1.8 million. There was a brief focus on a \$494,307 change order in phase one relating to piping, sumps, electrical service, and xeriscaping of the park; City Engineer/Public Works Director Spencer stated that none of the changes were reflected in the original project scope, and when adjustments were made, the costs increased.

Ms. Wells then reviewed other unfunded items and asked for direction from the Council to assist in prioritizing the unfunded items; in gap area three, the Council indicated they would like basketball to be constructed at the same time as pickleball. In gap area four, they agreed to fund the ninja course. They concluded to delay discussion of the turf baseball field and SURF soccer project until later in the meeting. Ms. Wells then indicated the current deficit for the project is approximately \$1 million, though this does not include the potential \$500,000 donation amount. The Council indicated support for continuing with fundraising, even if the City has sufficient funding to cover the deficit and complete everything on the list of unfunded items. They discussed plans to hold a fundraising event on October 20 at Alpine Country Club; residents and corporations will be invited. The Council expressed a willingness to help organize and attend the event to discuss the project with potential donors.

## **6. ACTION: MOUNTAIN RIDGE PARK FUNDING SOURCES** *Administrative - Tyler Bahr, Finance Director*

The City Council will review funding sources for Mountain Ridge Park and consider a request to transfer eligible sources to the Parks Capital Fund.

Finance Director Bahr indicated on August 16, staff presented a preliminary list of potential funding sources to complete construction of Mountain Ridge Park. The Council provided feedback and directed staff to refine the estimates of available funding and transfer certain funds to the Parks Capital Fund in preparation for Mountain Ridge Park construction. The purpose of this item is to outline the sources of funding the Council desires to use for completion of Mountain Ridge Park. The items highlighted in blue would be transferred from their current location in the budget to the Mountain Ridge Park project:

Source	Amount	Notes
Remaining from Sale of Spring Creek Park	1,402,668	In Parks Capital Fund
Sale to Patterson Storage	358,055	In Parks Capital Fund
Dry Creek Property Sale	400,000	In Parks Capital Fund
Street Tree Account	95,700	
Enterprise Fund Eligible Portions	87,300	
B&C Road Money Eligible Portions	144,390	
Patterson Donation	10,000	Prior year GF balance
ARPA Funds	2,269,373	In General Fund

Parks Tax	135,000	FY23 projected revenue
Reimbursement for 6800 West Project	550,000	Anticipated by end of FY23
Remainder from Town Center Exaction Fund	300,000	
FY22 General Fund Net Revenue	Pending Closeout	
FY23 General Fund Net Revenue	400,000	Budgeted for \$780,000
General Fund Balance	750,000	Would put GF unrestricted balance at 27.5% of annual revenues.(\$100,000 roughly equivalent to 1%.)
Private Donation	100,000	Pavilion
Highland Foundation Donations	45,000	
Parks Capital Fund Balance	1,000,000	This would leave approximately \$2.6 million in the Fund to pay for remaining \$3.6 million owed on the bond through 2027, with \$1,000,000 in additional impact fee revenue anticipated by FY2028 to fund remaining bond payments.
American Fork Debris Basin Landscaping Funds	104,558	
<b>TOTAL AVAILABLE</b>	<b>\$9,152,044</b>	

*Council Member Scott L. Smith MOVED that City Council approve the use of the sources identified in blue by staff to fund construction of Mountain Ridge Park and authorize staff to transfer funds in blue to the Parks Capital Fund as noted.*

*Council Member Sarah D. Petersen SECONDED the motion.*

There was some confusion about the difference between the items in blue versus the items in white; Mr. Bahr indicated that items in white will also be used for the project, but there is no need to transfer them to another location. Additionally, the FY22 General Fund net revenue is pending closeout and an official amount is not available at this time. Interim City Administrator Wells clarified the purpose of this agenda item was for the Council to approve all funding sources included in both charts, but to note that the items in blue should be transferred to the Parks Capital Fund for the project.

*There was no vote on the original previous motion.*

*Council Member Sarah D. Petersen MOVED that City Council approve the use of the sources identified by staff to fund construction of Mountain Ridge Park and authorize staff to transfer funds to the Parks Capital Fund as noted, except for FY2022 GF net revenue.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>No</i>

*The motion passed 4:1.*

**7. CONTRACT: MOUNTAIN RIDGE PARK CHANGE ORDER** *Administrative – Andy Spencer, City Engineer/Public Works Director*

The City Council will consider a change order with Stratton and Bratt Landscapes, LLC for Mountain Ridge Park construction. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained on April 19, 2022, the Council awarded the Phase 1 Construction project to Stratton and Bratt Landscapes, LLC and authorized construction amount up to \$2,095,416. On August 16, 2022, the Council was presented with a funding and cost summary for the uncontracted portions of Mountain Ridge Park construction. The Council directed that the construction items be presented to the Council for consideration on the September 6, 2022 Council meeting. Following the award of the Phase 1 construction contract, the Council directed that several changes be made to the Mountain Ridge Park plans. Notable among these changes were the addition of a much larger playground area that required different grading than had been previously contemplated, the change to xeriscape along the 10400 North and 5600 West frontages, and the addition of the basketball courts. Additionally, it was requested that the plan be modified to provide power for food trucks and the stage and vendor areas planned for Highland Fling at the park. With the award of the phase 1 contract, playground contract, restroom contract, pavilion contract, it has left several areas in which the work needs to be completed to allow for the contracted improvements to be functional. In working to come up with pricing for these areas, the scope of work has been divided into 5 areas. These areas have been termed “Gap Areas” because they represent gaps in the scopes/projects that have already been awarded. The Gap Areas are numbered according to priority per staff’s understanding and for the overall flow of the park.

Stratton and Bratt have provided change order pricing for the items necessary to modify the Phase 1 contract to accommodate the Council directed changes. These are:

- Change Order Pending Request (COPR) #2 – Grading and Drainage changes and providing the structural footings and concrete pads for the pavilions.
- COPR #3 – Electrical modifications to accommodate the stage, vendor areas, food truck areas, and installation of the pickleball area lighting.
- COPR #4 – Modifying the 10400 N and 5600 W frontage landscape to xeriscape.

Stratton and Bratt also provided pricing for the Gap Areas. He identified the gap areas on a map and summarized them as follows:

- Gap #1 – Area surrounding the playground
- Gap #2 – Area surrounding the baseball fields

- Gap #3 – Area surrounding the pickleball and basketball courts
- Gap #4 – Area south and west of the playground
- Gap #5 – Area surrounding the baseball and soccer field on the south and west.

The project cost of \$2,207,776 will be paid from the Parks Capital account by the funds designated by the City Council for Mountain Ridge Park. Staff recommends that the City Council approve the change order with Stratton and Bratt Landscapes, LLC for COPR numbers 2, 3, 4 and gap areas 1, 2, 3, and 4 and allocate a 15 percent project contingency of \$251,561 to be administered by staff, for a maximum authorized change order amount of

\$2,207,776 and authorize the Interim City Administrator Wells to execute the necessary contract documents for the project.

Council Member Smith inquired as to the original contract with Stratton and Bratt; he noted that a request for \$2 million in change orders is concerning. Mr. Spencer stated that his understanding is that the original contract was executed before decisions were made regarding the playground, baseball fields, and an arrangement with SURF soccer. The project area was mainly the frontage for the park ground, but since additional areas have been added to the project scope, the City visited with Stratton and Bratt to determine costs to add those to the contract. Council Member Smith asked if those areas were competitively bid or if the City only worked with Stratton and Bratt. Mr. Spencer stated that the City only spoke with Stratton and Bratt and was comfortable with their pricing; however, if the Council would like the project to be competitively bid, that can be done. He concluded that it is most practical to work with Stratton and Bratt; it would be very complicated to add an additional contractor to the project site because there would be conflicts as both would be doing similar work on top of one another. The Council briefly discussed whether to approve the change orders or competitively bid the additional work; they concluded that they support staff's recommendation to proceed with the change orders for the project. Mayor Ostler expressed his surprise at the cost for some elements included in the change order. Mr. Spencer agreed but noted that the areas are fairly large and the work to be completed within them is extensive.

Council Member Smith stated that staff's recommendation does not include any consideration of gap area five. Mr. Spencer stated that was intentional and will give staff additional time to negotiate with SURF Soccer and understand the total amount of money the City will have through donations. The ninja course element will be handled with a separate contract at some point in the future.

*City Council Member Brittney P. Bills MOVED that the City Council approve the contract with change order with Stratton and Bratt Landscapes, LLC for COPR numbers 2, 3, 4 and GAP AREAS 1, 2, and 3 and including GAP AREAS 4, in an amount up to \$2,207,776 for the Mountain Ridge Park project and authorize the Interim City Administrator to execute the contract documents.*

*Council Member Scott L. Smith SECONDED the motion.*

Council Member Smith asked why the contingency for this contract is 15 percent, but the contingency for the next agenda item is just 10 percent. Mr. Spencer stated that amount was based upon the broader scope of the project; the money will only be used if needed.

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

**8. CONTRACT: MOUNTAIN RIDGE PARK PICKLEBALL AND BASKETBALL COURTS** *Administrative – Andy Spencer, City Engineer/Public Works Director*

The City Council will consider awarding a construction contract for pickleball courts and a basketball court to L.E.R. Renner Sports Surfaces. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained on August 16, 2022, the Council was presented with a funding and cost summary for the uncontracted portions of Mountain Ridge Park construction. The Council directed that the construction items be presented to the Council for consideration on the September 6, 2022 Council meeting. He presented a rendering of the park and identified the location of the pickleball courts and basketball court. The courts consisting of eight (8) pickleball courts and one (1) basketball court were recently bid. The scope of work consists of the court, surfacing, fencing, and basketball standards. It does not include any of the concrete outside of the court areas. Three bids were received, L.E.R. Renner Sports Surfaces was the lowest bidder. The project cost of \$422,081.00 will be paid from the Parks Capital account by the funds designated by the City Council for Mountain Ridge Park.

*Council Member Sarah D. Petersen MOVED that the City Council approve the contract with L.E.R. Renner Sports Surfaces and authorize a contract amount up to \$422,081.00 for the Mountain Ridge Park pickleball and basketball court project including the base bid and bid alternative 1 and authorize the Interim City Administrator to execute the contract documents.*

*Council Member Timothy A. Ball SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

Mayor Ostler moved to agenda item 13a at this point in the meeting.

**13a. Mountain Ridge Baseball Field & Soccer Field** – *Erin Wells, Interim City Administrator*

Interim City Administrator Wells indicated staff needs some direction on the baseball field and SURF soccer fields at Mountain Ridge Park; a donor has agreed to donate the surface grade and installation of turf baseball fields at the Park and has recommended that the entire field be constructed of turf. This is a significant investment, and he has asked for a contribution from the City of \$500,000. If the City does not want a turf field, the donor will cover all costs for a traditional grass/dirt field; however, if the City would like the turf field, he would like participation from the City and a commitment from the City to lock the field so that it can only be accessed by way of rental. She facilitated discussion among the Council regarding these requests. Council Member Bills stated she is not willing to lock the field up to keep people from playing on it. She would like to keep it open and available to residents. Council Members Smith, Peterson, and Rodela agreed; they are accepting of a grass/dirt baseball field. Council Member Peterson stated that if the donor were willing to keep the field open for public use, she would support the turf. Mayor Ostler stated that he does not believe the donor is willing to pay for the turf if the City will not agree to keep it locked up. There was brief discussion regarding the maintenance of a turf

field when compared to a grass/dirt field, with City Engineer/Public Works Director Spencer indicating that the City's Parks Department has communicated that there is as much or more preparation work associated with turf fields when compared to a traditional grass/dirt field. The Council concluded to support a traditional grass/dirt baseball field.

Ms. Wells then discussed ongoing negotiations with SURF Soccer; if the City were to install a field in one of the gap areas, it would cost \$480,000. This information was shared with SURF and the City is awaiting their final proposal regarding their participation in the project. Once that proposal is received, it will be brought to the Council, hopefully during the September 20 meeting. There was brief discussion of ongoing maintenance costs for the park, with Council Member Smith noting that he is hopeful that SURF will communicate their intent regarding maintenance. Council Member Rodela stated she is still opposed to allowing SURF to have control of the soccer fields in the park. Mayor Ostler stated that has been communicated to SURF and there has been some discussion about identifying another location for their fields. Council Member Smith stated he would still like to hear from SURF and he is very interested to learn if they are willing to agree to pay for ongoing maintenance of their fields. Council Member Bills stated she is interested in the idea of SURF using the fields by Lone Peak High School, but she is also interested in hearing their presentation regarding fields at Mountain Ridge Park. Council Member Peterson stated she is also more interested in the Lone Peak option.

Mr. Spencer then stated he was approached by Highland residents Emma Green and Heidi Burnham, who indicated monarch butterflies have been included on a list of endangered species; they have requested allocating a small area at Mountain Ridge Park for milkweed and nectar plants for the butterflies. The area must be natural, and no weed spray can be used. The total area would be 100 square feet and other suitable locations could be Highland Glen or Mitchell Hollow. The Mayor and Council Member Smith indicated they believe Highland Glen would be a more suitable location for the use and Council Member Smith offered to donate the plants needed for the habitat.

## **9. ACTION: COUNCIL CHAMBERS AV UPGRADES CHANGE ORDER**

*Administrative - Erin Wells, Interim City Administrator*

The City Council will hold a public meeting to consider whether to approve change orders for the recently approved Council Chambers AV upgrade. The Council will take appropriate action.

Interim City Administrator Wells explained that on July 19 the Council approved a contract with GENCOMM for upgrades to the Council Chambers audio visual system. The scope of the project included the following:

- Replace Recorder's non-functional mic
- Fix damaged mic
- Replace projector
- Update recording system
- Replace the dais monitor with annotating individual monitors
- Add a countdown timer

After continued discussion of the project, staff requested some changes to the scope, including:

- Replace lectern mic with array mic
- Add annotating touch screen at the lectern
- Add a credenza rack near staff table
- Add annotating capability to HDMI lectern & Clickshare inputs
- Zoom calls through staff PC

The added items increased the project cost by \$10,778.55, which exceeds the 10 percent contingency for the contract. The total cost is now \$56,126.55 and is still the lowest bid when considering costs received for the

original proposal. As this \$6,126.55 cost increase was not included in the budget, it will need to be funded by previous year carryover and will be included as part of the mid-year budget adjustments, unless otherwise directed by the Council.

*Council Member Scott L. Smith MOVED that the Highland City Council authorize the change orders with GENCOMM in the amount of \$10,788.55 for the Council Chambers AV system upgrades.*

*Council Member Brittney P. Bills SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

## **10. ORDINANCE: MUNICIPAL CODE AMENDMENT - MAINTENANCE AGREEMENTS**

*Administrative – Kellie Smith, Planner & GIS Analyst*

The City Council consider a proposal by Highland City Staff to amend Chapter 12.28 Private Maintenance of Public Open Space Property. The City Council will take appropriate action.

Planner/GIS Analyst Smith explained that on July 19, 2022, the City Council adopted Resolution No: R-2022-27 adopting the Encroachment Policy and Maintenance Agreement template. The Encroachment Policy outlines the process of approving new maintenance agreements. Chapter 12.28 of the Municipal Code was adopted by the City Council in 2017. The chapter details the process of application, public notice, review and approval, and appeals for private maintenance of public open space. The proposed ordinance amendment removes everything in Chapter 12.28 to ensure consistency with Resolution R-2022-27.

Council Member Smith suggested that a ‘help sheet’ or list of frequently asked questions (FAQ) regarding this topic be created and posted for public viewing to eliminate confusion as residents are seeking information about maintenance agreements.

*Council Member Kim Rodela MOVED that the City Council accept the findings and approve the proposed amendment to Chapter 12.28 of the Municipal Code relating to Maintenance Agreements, with the stipulation that a help guide is made for residents.*

*Council Member Timothy A. Ball SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*



**11. RESOLUTION: WATER CONSERVATION PLAN** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider approving the updated Water Conservation Plan prior to submitting the report to the Utah Division of Water Resources. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained in 1999, Utah's legislature passed the Water Conservation Plan Act requiring all drinking water systems serving 500 connections or more to file a water conservation plan with the Utah Division of Water Resources. In 2022, the legislature updated the Act (Utah Code 73-10-32). Water Conservation plans are required to be updated every 5 years. The proposed Water Conservation Plan is an update of the City's most recent Water Conservation Plan, which was adopted in February of 2017. It is in compliance with the latest Act requirements and the State of Utah has approved the plan in draft format. The plan revisions are largely to comply with current City ordinances and policy and State requirements. Highlights of the update include noting designated Highland City programs or policy for watering days and time designations, smart irrigation systems on new public facilities, updated landscaping ordinances, and public outreach and awareness efforts. One goal identified in the Plan is to reduce water usage by 20 percent. Approval of the updated plan is mandated in order to comply with the funding requirements for the Pressurized Irrigation Meter grant from the State of Utah.

Council Member Smith stated that the document includes a list of approved trees that can be planted in the City, and he asked who decided on the trees included in that list. Mr. Spencer stated that it is based upon decisions made by the City in 2018.

*Council Member Brittney P. Bills MOVED that City Council approve the Resolution adopting the 2022 Water Conservation Plan Update.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

**12. ACTION: PURCHASE CONTRACT WITH RHINO PUMPS FOR THE OVERWATCH SEWER PUMP SYSTEM** *Administrative - Andy Spencer, City Engineer/Public Works Director*

The City Council will consider the purchase of OverWatch pump system from Rhino Pumps to replace the existing lift station pumps. The Council will take appropriate action.

City Engineer/Public Works Director Spencer explained the Greens at the Highlands sewer lift station (Greens) is located near the intersection of North County Blvd and Caddie Lane. This is one of four Lift Stations currently in operation in Highland City. Lift Stations are located in low lying areas around the City where sewer

is collected and pumped or “lifted” to meet a gravity sewer line, which proceeds downhill through the City sewer collection system to the TSSD sewer network. Lift stations are prone to clogging up and pumps losing prime which requires our sewer crew to respond and either reprime or disassemble the pump to clear the obstruction to restore service. This is an unpleasant task and exposes them to harmful materials. Recently, the City’s supplier of replacement parts and services for our existing lift station pumps announced they are no longer a representative of Gorman Rupp pumps. Staff is unsure where they will obtain local service when needed as the nearest supplier is now located in Colorado. As a part of reaching out to locate a new supplier, Rhino Pumps presented a product that will reduce many of the problems the City is facing with its current pumping systems. This product, called OverWatch, is installed in the existing wet well, so no major excavation is needed for the installation. It reduces the risk of losing prime or clogging up with materials that get flushed down the drains as it has a built-in unclogging/grinding mechanism. Rhino Pumps and staff evaluated the Greens lift station to see if this location would be a good candidate for this product. It was determined that many of the issues the City is facing could be avoided with this new system. Currently, there are not any OverWatch Systems installed in Utah. Rhino Pumps have been exploring a location to install OverWatch locally to showcase the product and bring interested customers to see it operating. Since there are not any of this product installed in Utah, staff was able to negotiate a much better price for this system. The listed price for a new OverWatch system is \$125,000. Rhino/OverWatch is providing a discounted installation for \$97,000. While this mechanism is exposed and being installed, Sewer Staff would like to install some additional valves to ensure we have a pump around option available for emergencies. The estimated overall price will be \$105,000. To evaluate the OverWatch system pricing, Rhino priced a replacement system to the existing system with the inclusion of a grinder to address some of the blockage issues that have been experienced. The comparable system price was \$148,161. Staff also interviewed a representative for the wastewater in Sherman, NY. He indicated that they have only had one minor issue with OverWatch in four-years of use at a location where they used to have weekly problems with a prior system. In past discussion of this proposal, the Council also asked that staff evaluate the energy usage of the OverWatch system in comparison with the existing system. It is projected that the OverWatch system will use less energy than the existing system and will save approximately \$600 per year in power costs. OverWatch and Rhino have agreed to provide an additional year of full warranty; the system will be warranted for two-years.

Mr. Spencer concluded the cost of this project is \$105,000. Partial funding for this expense is included in the Sewer Capital Improvement Plan (CIP) within the Fiscal Year (FY) 2023 budget in the amount of \$70,304 (Lift station VFD’s/soft starts). The remaining balance would require a mid-year budget adjustment in the amount of \$34,696 from fund balance in the Sewer Fund unless otherwise directed by the Council.

There was brief discussion among the Council and Mr. Spencer regarding other potentially suitable locations for OverWatch pumps to be installed in the City.

*Council Member Sarah D. Petersen MOVED that City Council approve the Purchase Contract with Rhino Pumps in an amount up to \$105,000 for the purchase and installation of the OverWatch pump system and authorize the Interim City Administrator to sign the appropriate contracts.*

*Council Member Scott L. Smith SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed 5:0.*

### **13. MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS**

The City Council may discuss and receive updates on City events, projects, and issues from the Mayor, City Council members, and city staff. Topics discussed will be informational only. No final action will be taken on communication items.

#### **a. Mountain Ridge Baseball Field & Soccer Field – Erin Wells, Interim City Administrator**

This item was discussed between agenda items 8 and 9.

#### **b. Finance Department Update – Tyler Bahr, Finance Director**

Finance Director Bahr provided the financial update for the month of July; he reported on equipment purchases, transfers for various projects, a summary of revenue and expenses by fund, sales tax revenues, and provided financial statements for quarterly revenue and expenses detailed by account. He then provided the following observations of budget conditions as one month of the Fiscal Year (FY) 2023 budget has lapsed:

- Building and commercial-related impact fees are higher than anticipated, but residential impact fees (i.e., Parks) are lower than anticipated.
- Miscellaneous revenue (General Fund) is at 22 percent of the projected total for FY2023; this is due to annual Fling revenue and Lone Peak rent that is paid the first month of each quarter.

He concluded FY2023 sales tax revenue collection will begin in September; FY22 estimated sales tax revenues were \$337,000 above the budget estimate of \$3,325,000. There were a few months last year where there was a slight dip in revenue collection, which may be an indication of market corrections. He will closely monitor revenue trends. The County recently provided an extensive analysis regarding expected declines in sales tax; growth may continue in FY23, but there is uncertainty for future years.

#### **c. Text Amendment: Fence Materials – Kellie Smith, Planner & GIS Analyst**

This item was moved to the September 20, 2022 City Council meeting agenda.

#### **d. Text Amendment: CUWCD Water-wise – Kellie Smith, Planner & GIS Analyst**

Planner/GIS Analyst Smith discussed a program with the Central Utah Water Conservancy District (CUWCD) that assists residents with flipping their park strips in an effort to conserve water. Starting January 1, 2023, CUWCD grants will only be available to cities that have adopted the provided standards and have provided the District with the adopted language. Grant eligible projects include:

- Flip Your Strip
- Locascapes Rewards
- Leadership Grant (Mountain Ridge Park)

She summarized the requirements for local standards that must be adopted by the Council to make property owners within the City eligible, but some landscape elements will be required for new construction. City Attorney Patterson indicated that City Administration will evaluate the list of recommended criteria from CUWCD and determine if there is legislative support for certain mandates. Staff will work with the Mayor to present a recommendation for Council consideration in the coming months. Council Member Smith expressed concern about legislating strict landscaping requirements; Council Member Peterson agreed and stated that more discussion and consideration is necessary before the Council is presented with an action item on the matter.

**e. 10100 N Rebuild** – *Andy Spencer, City Engineer/Public Works Director*

City Engineer/Public Works Director Spencer presented a map illustrating the 10100 North rebuild project area; the City is responsible for the existing asphalt area. He stated he is concerned about completing asphalt work during the school year and he would rather delay the project until next summer and rebuild the road through to the Lennar portion of the project. Developers will pay a larger portion of the project and the City's estimated costs are approximately \$200,000. He asked if the Council is supportive of delaying the project until June 1, 2023.

Mayor Ostler inquired when the road rebuild was originally planned for. Mr. Spencer stated that was not determined; the crown of the road is not great, and drainage is not adequate, so a rebuild will fix that. This would mean using Fiscal Year (FY) 2024 funding for the project.

Council Member Smith asked why the school district is not required to contribute to this type of project. Mr. Spencer stated that is a legislative issue and not within the City's control.

Council Members Peterson, Rodela, Ball, and Smith supported delaying the project until June 1, 2023.

**f. Dry Creek Circle** – *Andy Spencer, City Engineer/Public Works Director*

City Engineer/Public Works Director Spencer reported on a problem in the Dry Creek Circle construction area over the past weekend; the water was not turned on as intended and staff is working with residents to make sure they can water landscaping in need of irrigation. There was brief discussion about a resident who is working with the City to install a sewer lateral in conjunction with the project.

**g. Knight Avenue Signal** – *Andy Spencer, City Engineer/Public Works Director*

City Engineer/Public Works Director Spencer reported the Utah Department of Transportation (UDOT) is installing a traffic signal at Knight Avenue and Utah County Boulevard; they have asked for some work from the City on side streets to allow for more room in the travel lanes. The design for this work is pending and the Council will receive an update when that information is available. The work will come at small expense to the City.

**h. Future Meetings**

- September 14, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
- September 20, City Council Meeting, 7:00 pm, City Hall
- September 27, Planning Commission Meeting, 7:00 pm, City Hall
- October 4, Work Session & City Council Meeting, 6:00 pm, City Hall
- October 12, Lone Peak Public Safety District Meeting, 7:30 am, City Hall

**14. CLOSED SESSION**

The City Council may recess 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.

*At 11:37 pm Council Member Brittney P. Bills MOVED that the City Council recess 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.*

*Council Member Kim Rodela SECONDED the motion.*

*The vote was recorded as follows:*

<i>Council Member Timothy A. Ball</i>	<i>Yes</i>
<i>Council Member Brittney P. Bills</i>	<i>Yes</i>
<i>Council Member Sarah D. Petersen</i>	<i>Yes</i>
<i>Council Member Kim Rodela</i>	<i>Yes</i>
<i>Council Member Scott L. Smith</i>	<i>Yes</i>

*The motion passed unanimously.*

*Council Member Scott L. Smith MOVED to adjourn the CLOSED SESSION and Council Member Kim Rodela SECONDED the motion. All voted in favor and the motion passed unanimously. All voted in favor and the motion passed unanimously.*


*The CLOSED SESSION adjourned at 12:58 am.*

## **ADJOURNMENT**

*Council Member Brittney P. Bills MOVED to adjourn the regular meeting and Council Member Scott L. Smith SECONDED the motion. All voted in favor and the motion passed unanimously.*

*The meeting adjourned at 12:58 am.*

I, Stephannie Cottle, City Recorder of Highland City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on September 6, 2022. This document constitutes the official minutes for the Highland City Council Meeting.



Stephannie Cottle, CMC  
City Recorder

Welcome to the Highland  
City Council Meeting

September 6, 2022



HIGHLAND CITY

1

Please sign the  
attendance sheet and fill  
out a comment card if  
you wish to speak to the  
Council



HIGHLAND CITY

2



HIGHLAND CITY

7:00 PM REGULAR SESSION

Call to Order – Mayor Kurt Ostler  
Invocation – Council Member Sarah D. Petersen  
Pledge of Allegiance – Council Member Brittney P. Bills

3




HIGHLAND CITY

UNSCHEDULED PUBLIC  
APPEARANCES

Time set aside for the public to express their ideas and  
comments on non-agenda items.

- Please state your name clearly.
- Limit your comments to three (3) minutes.

4



HIGHLAND CITY

PRESENTATIONS

2a. Youth Council Report – *Youth Council  
Representative*  
2b. Water Update – *Tayson Arnoldsen,  
Pressurized Irrigation Superintendent*  
2c. Grant Lobbyist Consultant – *David  
Stewart*

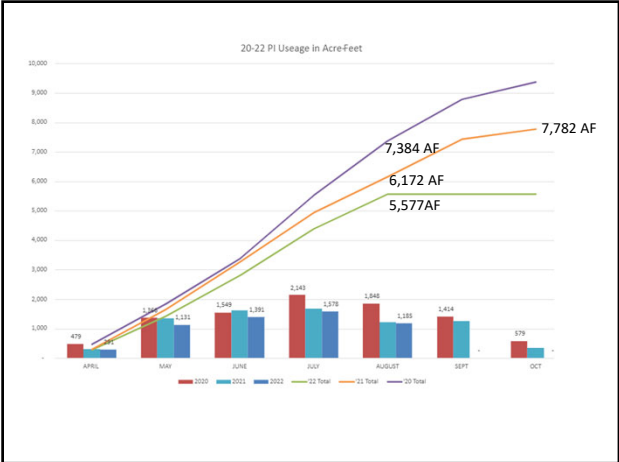
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HIGHLAND CITY  
PRESSURIZED IRRIGATION 2022  
September 6, 2022



HIGHLAND CITY

6



7

2022 IRRIGATION SEASON

- To Date Use – 5,587 AF
  - 10% Less than 2021 & 24% Less than 2020
- American Fork River Status – Declined through August
- Provo River Status –
  - Approximate 2022 Allocation – 3,118 AF Provo + 415 AF CUP
  - Used to date – 1,800 AF
  - 2021 Holdover – 1,205 AF
  - If Sept-Oct use is same as last year (~1,600 AF) there would be ~1,340 AF for next year.
- Continued Strategies for Public Awareness
  - Update residents that their efforts are appreciated and have made a tremendous result
  - Newsletter/Website – On-going
  - Text/Email/Social – On-going
  - Referring residents to Conservation Water Websites

8

CONSENT ITEMS (5 minutes)

3a. Approval of Meeting Minutes: July 5, 2022 and July 19, 2022 *Administrative*

3b. Library Board Appointment *Administrative*

3c. Resolution/Agreement: Interlocal Cooperation Agreement - Active Transportation Plan with MAG & Alpine City *Administrative*

9

HIGHLAND CITY

GENERAL PLAN AMENDMENT -  
MODERATE INCOME HOUSING  
ELEMENT & IMPLEMENTATION  
PLAN *LEGISLATIVE*

Item 4 – Public Hearing/Ordinance  
Presented by – Kellie Smith  
Planner & GIS Analyst

10

Prior Council Direction

- August 16, 2022, the City Council discussed possible adjustments to existing MIH strategies in the General Plan
- The Council agreed that they wanted to keep the existing implementation measures and did *not* want to add any new strategies

11

Background

- 2008 - General Plan adopted including a MIH element
- 2018 – HB 259; specific MIH strategies required
- 2019 – General Plan updated to include strategies
- 2022 – HB 462; updated MIH strategies; implementation plan

12

HB462

- Total of 24 strategies
  - 3 of the strategies required
  - If the city has 5 of the specific strategies, the city qualifies for enhanced prioritization of TIF/TTIF and ARPA local match program funds
- Implementation Plan (timeline)
  - Specific benchmarks for each chosen strategy; should provide flexibility for the municipality
  - “...sets out a clear course of achievable, measurable actions that can be taken within a given time period.”

13

Current General Plan

Policy: Proactively encourage the development of moderate income and senior housing as follows:

- Implementation Measure: Examine regulations for Senior Housing projects in the land use code with the specific examination of parking requirements for such. **(H & U)**
- Implementation Measure: Review and consider updating the regulations in mixed-use zones in the land use code to provide for a greater variety of housing types. **(F)**
- Implementation Measure: Explore potential programs or partnerships with the Mountainland Association of Governments (MAG). **(O)**
- Implementation Measure: Review and update the regulations for the Accessory Dwelling Unit (ADU) within the land use code for potential modifications and incentives to encourage the creation of additional housing options for residents. **(E)**

Policy: Maintain quality housing stock and the current aesthetic style of Highland City.

- Implementation Measure: Adopt design guidelines for medium and higher density housing based on residents’ opinions and perceptions of the community character. The guidelines should not be cost prohibitive to affordable housing.

14

Original Proposal

- Senior Housing
  - **Timeline:** Within the next five (5) years, the City will update the Development Code to add regulations for an age-restricted senior housing residential zone.
  - Over the next ten (10) years, if the last large undeveloped properties in Highland are proposed to be developed, the City will review the properties for potential Senior Housing projects.
- Mixed-use zones/greater variety of housing types
  - **Timeline:** As most of Highland’s mixed-use developments are relatively new, over the next twenty (20) years, the City will continue to monitor the mixed-use developments for potential redevelopment.

15

Original Proposal cont.

- Partnerships with MAG
  - **Timeline:** Within the next five (5) years, the City will do a comprehensive update of the General Plan. As part of this comprehensive update, the City will work with MAG to qualify for the Community Development Block Grant (CDBG) to help Highland City identify regional MIH priorities. This will help the City make goals, policies, and implementation measures to address those priorities.
- ADUs
  - **Timeline:** On an ongoing basis, the City will monitor ADUs and will also seek citizen input on ways to facilitate ADUs in unique circumstances.

16

Planning Commission

- Planning Commission public hearing - August 23, 2022; no public comment
- Discussion:
  - Concerns that proposed wording would cause developers to expect to be able to rezone to senior housing
  - Support for detached ADUs as a strategy for senior housing

17


Planning Commission Recommendation

- Senior Housing
  - **Timeline:** Within the next five (5) years, the City will update the Development Code to modify or add regulations for an age-restricted senior housing options compatible with current zoning, including exploring options for detached accessory dwelling units. residential zone. Over the next ten (10) years, if the last large undeveloped properties in Highland are proposed to be developed, the City will review the properties for potential Senior Housing projects.
- ADUs
  - **Timeline:** On an ongoing basis, Within the next 5 years, the City will monitor ADUs and will also seek citizen input on ways to facilitate ADUs in unique circumstances and for senior housing options.

18



ADUs



19

Staff Recommendation

Staff recommends the City Council hold a public hearing, review the proposed amendments, and **APPROVE** the proposed amendment from Planning Commission or Staff, or a combination of the two.

20

Motions to Approve

- OPTION 1 – Original Proposal:
  - I move that City Council accept the findings and **APPROVE** the amendment in the original proposal to the Moderate Income Housing element of the General Plan that updates strategies and includes an implementation plan for each strategy.
- OPTION 2 – Planning Commission:
  - I move that City Council accept the findings and **APPROVE** the amendment proposed by the Planning Commission to the Moderate Income Housing element of the General Plan that updates strategies and includes an implementation plan for each strategy.
- OPTION 3 – Combination
  - I move that City Council accept the findings and **APPROVE** the amendment proposed by Staff to the Moderate Income Housing element of the General Plan with the following changes recommended by the Planning Commission: (The Council will need to specify the changes).

21

Alternative Motion

I move that the City Council **CONTINUE** the proposed General Plan amendment to the September 20th City Council meeting and direct staff to prepare changes to the following: (The Council will need to list the appropriate implementation measures or plans).

22



MOUNTAIN RIDGE PARK – TOTAL  
PARK COST & FUNDING SOURCES  
ADMINISTRATIVE

Item 5 – Communication  
Presented by – Erin Wells  
Interim City Administrator

23

Council Approved & Planned Revenue Sources

Source	Amount	Notes
Remaining from Sale of Spring Creek Park	\$1,402,668	In Parks Capital
Sale to Patterson Storage	\$358,055	In Parks Capital
Dry Creek Property Sale	\$400,000	In Parks Capital
Street Tree Account	\$95,700	
Enterprise Fund Eligible Portions	\$87,300	
B&C Road Money Eligible Portions	\$144,390	
Patterson Donation	\$10,000	Prior Year General Fund Balance
ARPA Funds	\$2,269,373	In General Fund
Parks Tax	\$135,000	FY23 Projected Revenue
Reimbursement for 6800 West Project	\$550,000	Anticipated by the end of FY23
Remainder from Town Center Exaction Fund	\$300,000	
FY22 General Fund Net Revenue	Pending Closeout	
FY23 General Fund One-Time Net Revenue	\$400,000	Budgeted for \$780,000
General Fund Fund Balance	\$750,000	Would put GF unrestricted balance at 27.5% of annual revenues. (\$100,000 roughly equivalent to 1%.)
Private Donation	\$100,000	Pavilion
Highland Foundation Donations	\$45,000	
FY23 Parks Impact Fee Revenue	\$1,000,000	Budgeted for \$1,500,000 in FY23. We are unable to pay off the bond early.
Total	\$8,047,486	

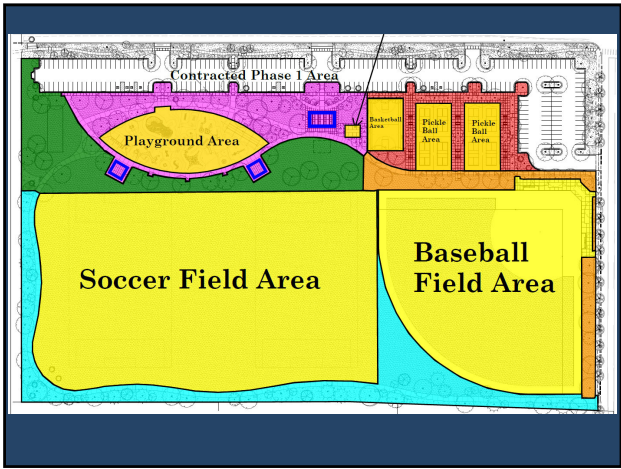
24

Potential Extra Revenue Sources		
Source	Amount	Notes
Water Conservancy Grant	\$60,000	Kellie updating calculations with new plan.
Private Donation	\$500,000	Mayor Ostler confirming.
American Fork Landscaping Escrow Funds	\$104,000	American Fork contributions for landscaping PI pond in debris basin.
Parks Capital Fund Balance	\$1,000,000	This would leave approximately \$2.6 million in the Fund to pay for remaining \$3.6 million owed on the bond through 2027, with \$1,000,000 in additional impact fee revenue anticipated by FY2028 to fund remaining bond payments.
Total	\$1,664,000	

25

Spent or Committed Funds	
Item	Amount
Parking Lot and 10400 N Improvements	\$2,100,000
Sumps & Restroom Area Prep	\$130,000
Pavilions	\$205,000
Bathrooms	\$230,000
Playground	\$2,000,000
Rocky Mountain Power	\$21,000
Miscellaneous Parts (Mountainland and Meters)	\$95,000
Engineering, Construction Management, & Soils Testing	\$200,000
Design	\$160,000
Total	\$5,141,000
Surplus from Approved and Planned Revenue Sources	\$2,906,486

26



27

Priority Unfunded Items	
Item	Amount
<b>Finishes to Phase 1</b>	
Change Orders for Phase 1: piping, sumps, electrical, xeriscape	\$494,307
Donor Recognition Plaques	\$7,500
Contingency	\$75,271
Subtotal	\$577,078
<b>Gap 1 (Playground, Bathroom, Pavilion Area)</b>	
Entry Monument (ESTIMATE)	\$737,578
Miscellaneous Bathroom Completion Items	\$60,000
Garbage Cans, Benches, Bike Rack, & Drinking Fountain	\$10,000
Security Cameras	\$26,570
Contingency	\$14,000
Subtotal	\$127,222
<b>Gap 2 (Baseball Field &amp; Surrounding Area)</b>	
Baseball Field Installation from Sub Grade	\$207,358
Garbage Cans and Bike Rack	In kind donation
Security Cameras	\$8,960
Contingency	\$3,500
Subtotal	\$32,972.63
Total	\$252,790
Surplus from Approved and Planned Revenue Sources	\$1,805,239
Surplus from Approved and Planned Revenue Sources	\$ 1,101,246

28

Other Unfunded Items	
Item	Estimate
<b>Gap 3 (Pickleball and basketball area)</b>	
Lights at Pickleball Courts	\$220,606
Pickleball and Basketball Courts	\$110,000
Small Shade Structures Around Court Areas	\$400,000
Garbage Cans and Benches	\$80,000
Engineering & Construction Management	\$40,410
Contingency	\$15,000
Subtotal	\$129,902
<b>Gap 4 (Grass south and west of playground)</b>	
Ninja Course	\$242,731
Garbage Cans and Benches	\$151,000
Engineering & Construction Management	\$3,538
Contingency	\$15,000
Subtotal	\$461,840
<b>Gap 5 (Trail and south of fields)</b>	
Garbage Cans and Benches	\$490,601
Engineering & Construction Management	\$12,528
Contingency	\$15,000
Subtotal	\$77,719
<b>Turf Baseball Field</b>	
Contingency	\$500,000
Subtotal	\$75,000
<b>Soccer Field and Sprinklers (Potential in-kind with SURF)</b>	
Ground Preparation, Landscaping, and Sidewalks for Soccer Field Area	\$416,526
Contingency	Potential in-kind
Subtotal	\$62,470
Total	\$479,005
Deficit from Approved and Planned Revenue Sources	\$3,119,874
Deficit from Approved and Planned Revenue Sources	-\$2,018,627

29

Questions to be Answered

- Decision on potential revenue sources
  - Funding Sources Action Item
- Decision on Unfunded Items
  - Change Order Action Item
  - Pickleball/Basketball Action Item
  - Priority on Remaining Items
- Fundraising Direction

30



# MOUNTAIN RIDGE PARK FUNDING SOURCES

ADMINISTRATIVE

Item 6 – Action

Presented by – Tyler Bahr  
Finance Director

31

# Prior Council Direction

- On August 16, staff presented a preliminary list of potential funding sources to complete construction of Mountain Ridge Park
- The Council provided feedback and directed staff to refine the estimates of available funding & transfer certain funds to the Parks Capital Fund in preparation for Mountain Ridge Park construction

32

# Potential Funding Sources – Part I

Source	Amount	Notes
Remaining from Sale of Spring Creek Park	1,402,668	In Parks Capital Fund
Sale to Patterson Storage	358,055	In Parks Capital Fund
Dry Creek Property Sale	400,000	In Parks Capital Fund
Street Tree Account	95,700	
Enterprise Fund Eligible Portions	87,300	
B&C Road Money Eligible Portions	144,390	
Patterson Donation	10,000	Prior year GF balance
ARPA Funds	2,269,373	In General Fund
Parks Tax	135,000	FY23 projected revenue
Reimbursement for 6800 West Project	550,000	Anticipated by end of FY23
Remainder from Town Center Exaction Fund	300,000	

33

# Potential Funding Sources – Part II

Source	Amount	Notes
FY22 General Fund Net Revenue	Pending Closeout	
FY23 General Fund Net Revenue	400,000	Budgeted for \$780,000
General Fund Balance	750,000	Would put GF unrestricted balance at 27.5% of annual revenues. (\$100,000 roughly equivalent to 1%.)
Private Donation	100,000	Pavilion
Highland Foundation Donations	45,000	

34

# Potential Funding Sources – Part III

Source	Amount	Notes
Parks Capital Fund Balance	1,000,000	This would leave approximately \$2.6 million in the Fund to pay for remaining \$3.6 million owed on the bond through 2027, with \$1,000,000 in additional impact fee revenue anticipated by FY2028 to fund remaining bond payments.
American Fork Debris Basin Landscaping Funds	104,558	
<b>Total Available</b>	<b>\$9,152,044</b>	

35

# Motion to Approve

Staff recommends the Council:

- Approve the use of sources noted above to fund Mountain Ridge Park construction; &
- Authorize staff to transfer to Parks Capital Fund the sources highlighted in blue.

Proposed Motion:  
I move that City Council approve the use of the sources identified by staff to fund construction of Mountain Ridge Park and authorize staff to transfer funds to the Parks Capital Fund as noted.

36



# MOUNTAIN RIDGE PARK

## CHANGE ORDER *ADMINISTRATIVE*

Item 7 – Contract

Presented by –Andy Spencer  
City Engineer/Public Works Director

37

# Prior Council Direction

On April 19, 2022, the Council awarded the Phase 1 Construction project to Stratton and Bratt Landscapes, LLC in an authorized construction amount up to \$2,095,416.

On August 16, 2022, the Council was presented with a funding and cost summary for the uncontracted portions of Mountain Ridge Park construction. The Council directed the that the construction items be presented to the Council for consideration on the September 6, 2022 Council meeting.

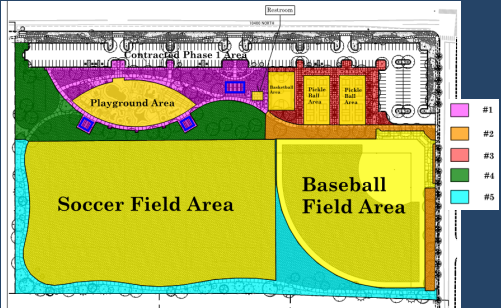
38

# Park Master Plan



39

# Gap Areas



40

# COPR Summary

- COPR #2 – Grading and Drainage changes and providing the structural footings and concrete pads for the pavilions.
- COPR #3 – Electrical modifications to accommodate the stage, vendor areas, food truck areas, and installation of the pickleball area lighting.
- COPR #4 – Modifying the 10400 N and 5600 W frontage landscape to xeriscape.

41

# Gap Area Summary

Gap #1 – Area surrounding the playground

Gap #2 – Area surrounding the baseball fields

Gap #3 – Area surrounding the pickleball and basketball courts

Gap #4 – Area south and west of the playground

Gap #5 – Area surrounding the baseball and soccer field on the south and west.

42

### Recommended Gap Areas and Associated Costs

COPR #2	\$ 78,160
COPR #3	\$ 302,338
COPR #4	\$ 113,810
Gap #1	\$ 737,578
Gap #2	\$ 207,358
Gap #3	\$ 220,606
Gap Area Bond Costs	\$ 17,225
Subtotal	\$ 1,677,074
Contingency	\$ 251,561
Total Change Order	\$ 1,928,635

43

### Motion to Approve

I move that the City Council APPROVE the contract with change order with Stratton and Bratt Landscapes, LLC for COPR numbers 2, 3, 4 and GAP AREAS 1, 2, and 3 in an amount up to \$1,928,635 for the Mountain Ridge Park project and AUTHORIZE the Interim City Administrator to execute the contract documents.

44



### MOUNTAIN RIDGE PARK PICKLEBALL AND BASKETBALL COURTS *ADMINISTRATIVE*

Item 8 – Contract  
Presented by – Andy Spencer  
City Engineer/Public Works Director

45

### Prior Council Direction

- On August 16, 2022, the Council was presented with a funding and cost summary for the uncontracted portions of Mountain Ridge Park construction. The Council directed the that the construction items be presented to the Council for consideration on the September 6, 2022 Council meeting.

46

### Pickleball and Basketball




47

### Motion to Approve

I move that the City Council APPROVE the contract with L.E.R. Renner Sports Surfaces and authorize a contract amount up to \$422,081.00 for the Mountain Ridge Park pickleball and basketball court project including the base bid and bid alternative 1 and AUTHORIZE the Interim City Administrator to execute the contract documents.

48



**COUNCIL CHAMBERS AV  
UPGRADES CHANGE ORDER**  
*ADMINISTRATIVE*

Item 9 – Action  
Presented by – Erin Wells  
Interim City Administrator

49

Prior Council Direction

- July 19 – Council approved contract to GENCOMM for \$45,348
  - Replace Recorder’s non-functional mic
  - Fix damaged mic
  - Replace projector
  - Update recording system
  - Replace the dais monitor with annotating individual monitors
  - Add a countdown timer

50

Staff Changes Requested of GENCOMM

- Replace lectern mic with array mic
- Add annotating touch screen at the lectern
- Add a credenza rack near staff table
- Add annotating capability to HDMI lectern & Clickshare inputs
- Zoom calls through staff PC

51

Fiscal Impact


- \$10,778.55 – Change Order
- \$56,126.55 – Total Cost
  - Still low bid
- \$6,126.55 – Over Budget
  - Prior year carryover if necessary

52

Motion to Approve

- I move that the Highland City Council authorize the change orders with GENCOMM in the amount of \$10,788.55 for the Council Chambers AV system upgrades.

53



**MUNICIPAL CODE AMENDMENT –  
MAINTENANCE AGREEMENTS**  
*ADMINISTRATIVE*

Item 10 – Ordinance  
Presented by – Kellie Smith  
Planner & GIS Analyst

54

### Prior Council Direction

- Resolution No: R-2022-27 – Encroachment Policy and Maintenance Agreement template
  - Adopted by the City Council July 19<sup>th</sup>, 2022

55

### Background

- Municipal Code 12.28 – adopted in 2017
- 12.28 Private Maintenance of Public Open Space
  - Purpose, application process, public notice requirements, review and approval, appeals, etc.

56

### Proposed Amendment

12.28.010 Maintenance Agreement Purpose  
The only encroachments that are permitted are those that are specifically authorized by way of a duly authorized maintenance agreement. The approval governing policies, process and form of maintenance agreement are adopted by resolution.

57

### Staff Recommendation

Staff recommends the City Council accept the findings and **APPROVE** the proposed amendment to Chapter 12.28 of the Municipal Code relating to maintenance agreements.

58

### Motion to Approve

I move that the City Council accept the findings and **APPROVE** the proposed amendment to Chapter 12.28 of the Municipal Code relating to Maintenance Agreements.

59



### WATER CONSERVATION PLAN ADMINISTRATIVE

Item 11 - Resolution  
Presented by – Andy Spencer  
City Engineer/Public Works Director

60



Prior Council Direction

- On February 21, 2017, Council approved the Water Conservation Plan. The vote in favor in 2017 was unanimous.

61

Changes from 2017 Plan

EXECUTIVE SUMMARY

- Updated the background of the Water Conservation Plan Act with dates.
- Updated population and connection numbers
- Updated water use data
- Provided the required City goal of 20% per the regional conservation goal of the Division of Water Resources
- Updated current water conservation measures and planned meter installation

62

PI Meter Funding

Mayor Kurt Ostler  
City of Highland  
5400 W. Civic Center Drive, Suite 1  
Highland, UT 84003

RE: Commitment of Funds, Proj. No. RM016 - City of Highland

Mayor Ostler:


In its August 4, 2022 meeting, the Board of Water Resources committed grant funds for your project to purchase and install secondary meters. The Board will provide 51% of the project cost, up to \$5,000,000, as an ARPA grant.

We will now prepare the necessary documents between the state and the city which will be necessary to make grant funds available for the project. **Before we complete the contract and provide funds, the city must hold a public meeting and adopt the water conservation plan.** Following adoption, the final approved water conservation plan, adoption signatures, public meeting notice and meeting minutes must be submitted to Division staff.

Please also obtain a letter from other financing agencies establishing their commitment of funds to the project.

Please contact Grant Duty at 801-538-7293 if you have any questions.

Thank you,

  
Maria Egbert, P.E.  
Project Funding Manager

63

Motion to Approve

I move that City Council approve the Resolution adopting the 2022 Water Conservation Plan Update.

64



**PURCHASE CONTRACT WITH  
RHINO PUMPS FOR THE  
OVERWATCH SEWER PUMP SYSTEM**  
*ADMINISTRATIVE*

Item 12 - Action  
Presented by - Andy Spencer  
City Engineer/Public Works Director

65

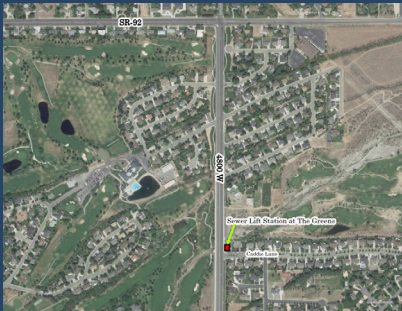
Prior Council Direction

- On August 16, 2022, the Overwatch system was discussed with the City Council. At that time, there was a consensus of support for moving forward the item for Council consideration on the next Council meeting.

66



## Greens Lift Station Location



67

## OverWatch Sysetm



68

## Greens Lift Station Energy Use

Highland Greens - Lift Station Power Usage	
Gorman-Rupp (Current System)	OverWatch
Based on the lift station electrical meter the current system cost is <b>\$2,422/year</b> .	To handle average flow, we estimate the pump will run at an average of 2.5HP, this equates to 1.85 kWh.
	1.85 kWh * 24hrs = 44 kWh/day
	44 kWh * 365 days = 16,060 kWh/year
	16,060 kWh * \$0.11 = <b>\$1,766/year</b>

69

## Motion to Approve

- I move that City Council APPROVE the Purchase Contract with Rhino Pumps in an amount up to \$105,000 for the purchase and installation of the OverWatch pump system and AURTHORIZE the Interim City Administrator to sign the appropriate contracts.

70

## MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS


- 13a. Mountain Ridge Baseball Field & Soccer Field - *Erin Wells, Interim City Administrator*
- 13b. Finance Department Update - *Tyler Bahr, Finance Director*
- 13c. Text Amendment : Fence Materials - *Kellie Smith, Planner & GIS Analyst*
- 13d. Text Amendment: CUWCD Water-wise - *Kellie Smith, Planner & GIS Analyst*
- 13e. 10100 N Rebuild - *Andy Spencer, City Engineer/Public Works Director*

71

## MAYOR/COUNCIL AND STAFF COMMUNICATION ITEMS (CONT.)

- 13f. Dry Creek Circle - *Andy Spencer, City Engineer/Public Works Director*
- 13g. Knight Avenue Signal - *Andy Spencer, City Engineer/Public Works Director*
- 13h. Future Meetings
  - September 14, Lone Peak Public Safety District Meeting, 7:30 am, City Hall
  - September 20, City Council Meeting, 7:00 pm, City Hall
  - September 27, Planning Commission Meeting, 7:00 pm, City Hall
  - October 4, Work Session & City Council Meeting, 6:00 pm, City Hall
  - October 12, Lone Peak Public Safety District Meeting, 7:30 am, City Hall

72

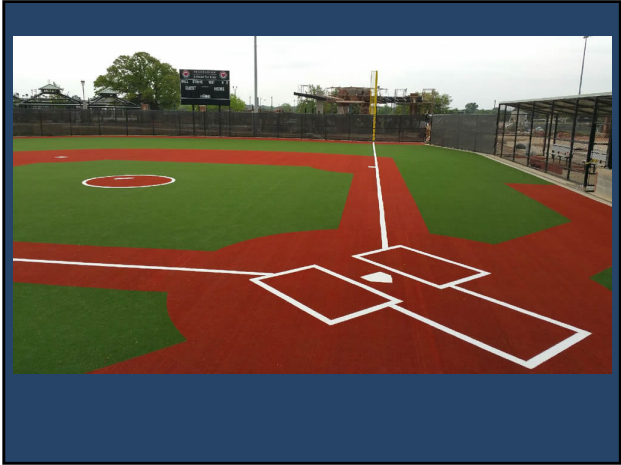


# MOUNTAIN RIDGE BASEBALL & SOCCER FIELD

COMMUNICATION

Item 13a – Communication  
Presented by – Erin Wells, Interim City Administrator

73



74

## Soccer Field & SURF Donation

- ~\$480,000 – City’s cost to install field
- Buyout figure/ timeframes
- Alternative – smaller donation for time on Lone Peak Fields
- Proposal coming from SURF for September 20 Council meeting

75

## Monarch Butterflies Mtn. Ridge

- 100 Sq. Ft. needed of milkweed.



76



# JULY FINANCIAL UPDATE

ADMINISTRATIVE

Item 13b – Communication  
Presented by – Tyler Bahr  
Finance Director

77

## Equipment Purchases

Council previously approved purchase of various vehicles and equipment:

- Highland Glen playground
- Jacobsen mower
- Snowplows
- Cemetery dump truck

Funding for these purchases was included in the FY2022 budget.

78

### Background

- The equipment & vehicles were ordered upon Council approval, but have yet to be delivered due to lack of available inventory
- On June 21, the Council authorized transfer of General Fund revenues in excess of 35% of estimated revenues to capital funds

79

### Transfers & Budget Adjustments

Remaining purchases to be included in FY2023 proposed mid-year budget adjustments:

Item	Expended	Remaining	Funding Source
Playground	\$14,963	\$134,671	Parks Capital
Jacobsen Mower*	\$0	\$141,594	General Fund - Parks, Streets; Open Space
Snowplows (2)*	\$97,814	\$278,922	General Fund
Cemetery Dump Truck	\$47,223	\$28,000	Cemetery

*\*Includes transfer to Parks & Road Capital funds*

80

### Financial Statements

- Monthly
  - Summary of revenue & expenses by fund
  - Check register
  - Sales tax
- Quarterly
  - Revenue & expenses detailed by account

81

### July 2022 Statement

- One month into FY2023
- Observations:
  - Building & commercial-related impact fees higher than anticipated; residential impact fees (i.e. Parks) lower than anticipated
  - Miscellaneous revenue (General Fund) at 22% of the projected total for FY2023 - due to annual Fling revenue & Lone Peaks rents that are paid the first month of each quarter

82

### Sales Tax

- Revenues received in July & August belong to FY2022
- FY2023 sales tax revenue does not begin until September
- FY22 estimated sales tax revenue:
  - General = \$3,662,461
    - \$337K above budget of \$3,325,000
  - Park = \$43,289
    - FY22 budget projected \$0
    - FY23 budget = \$135K

83

### Questions?

Thank you!

84

### Fence Materials

- Permitted: Vinyl, wood, wrought iron, precast concrete
- Prohibited: Chain link

85

### Gabion



86

### Gabion



87

### Hog/Horsewire



88

### Hog/Horsewire



89

### Steel Cable



90

### Plain Concrete



91

### CUWCD Water-wise

- Starting January 1, 2023, CUWCD grants will only be available to cities that have adopted the provided standards and have provided the District with the adopted language.
  - Flip Your Strip
  - Localscapes Rewards
  - Leadership Grant (Mountain Ridge Park)

92

### Landscaping Requirements (summary)

- Drip irrigation or bubblers everywhere except for lawn
- WaterSense labeled smart irrigation
- 3-4 inches of mulch in planting beds
- 50% living plant cover at maturity
- Lawn shall not be installed in park strips, paths, slopes greater than 25% (4:1 grade), or areas less than 8 feet wide at its narrowest point.

93

### Localscapes

- Designed central open shape
- Gathering areas (not in central open shape)
- Activity Zones (not in central open shape)
- Paths – no lawn allowed
- Lawn areas shall not exceed 250 sq ft or 35% of total landscaped area

94

### Commercial, Institutional, Multi-family

- Lawn areas shall not exceed 20% of the total landscaped areas, outside of active reaction areas

95

### 10100 North



96



This architectural section drawing illustrates the proposed building's profile and internal structure. The drawing shows the building's footprint relative to the street level and existing structures. Key features include:

- Structural Elements:** Labels such as "CONCRETE WALL", "STEEL BEAM", and "CONCRETE SLAB" indicate the primary construction materials.
- Internal Layout:** The plan shows various rooms, including what appears to be a large open area, possibly a parking garage or storage space, and smaller enclosed spaces.
- Site Context:** The drawing includes labels for "EXISTING BUILDING", "PROPOSED BUILDING", and "STREET LEVEL". It also shows the relationship between the new building and adjacent properties.
- Annotations:** Various notes and dimensions are provided throughout the drawing to specify details and scale.

97

[illegible]

98

[illegible]

99

100

12-000-00219 High School  
ALPINE SCHOOL DISTRICT  
UTAH NA-0001567 - HIGHLAND  
Value: \$0 = 40.23 acres

101

102



**CLOSED SESSION**

The Highland City Council has recessed the regular 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 regular City Council meeting will adjourn immediately following the ending of the closed session.



## CENTRAL UTAH WATER CONSERVANCY DISTRICT

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Al Mansell *Chair of the Board*  
Shelley Brennan *Vice Chair of the Board*  
Gene Shawcraft *General Manager / CEO*

G. Wayne Andersen  
Shelley Brennan  
Jon Bronson  
Kirk L. Christensen  
Steve Farrell  
Wade E. Garner

### Board of Trustees

Steve Hanberg  
Max Haslem  
Marvin Kenison  
Kathy Wood Loveless  
Al Mansell  
Greg McPhie

Eldon A. Neves  
Jim Riding  
Jennifer Scott  
Edwin Boyd Sunderland  
Randy L. Vincent  
Brad Wells

August 8, 2022

To Whom it May Concern,

Starting in August 2021, Central Utah Water Conservancy District (District) offered two new rebate programs for homeowners within our service area to further increase water conservation efforts. These programs, Flip Your Strip and Localscapes Rewards, aim to educate homeowners about the benefits and design process of well-planned waterwise landscapes and to offset some of the cost to implement those landscapes. Living in a desert already comes with its challenges, but with recent drought conditions, more Utahns are recognizing the need to conserve our limited water supply and are looking for ways to cut back their usage, especially in their landscape. The cost of converting the typical residential landscape to something attractive and more efficient can be cost prohibitive to many homeowners. For these reasons we have developed rebate programs to be an asset to those wishing to make the switch. In the year these programs have been available, we have received over one thousand applications and interest is rapidly increasing.

As we grow and develop in Utah it is imperative that we responsibly plan for water and growth together and the longer we wait the higher the cost will be to make meaningful changes to our water use that result in extending our limited supply. Many municipal codes for cities in Utah contain outdated landscaping ordinances that slow or restrict residents' efforts to conserve water and are not realistic for our region. The water efficiency standards in the attached document are designed to update or replace these outdated ordinances. Many cities such as Herriman, Draper, and Layton have already adopted these new standards and others are working towards the same goal. We believe these standards are critical for all cities and we recommend adoption and incorporation as soon as possible.

Our Landscape incentive programs are currently available on a limited basis to municipalities within our service area. To allow time for cities to make the necessary changes to their municipal codes, our rebate programs will continue to be offered to residents within our service area through 2022. However, starting January 1<sup>st</sup>, 2023, they will only be available to cities that have adopted the provided standards and have provided the District with the adopted language.

We are eager to continue providing this resource to as many residents as possible and are available to assist in this process if requested. For questions and support please contact Savannah Peterson at [Savannah@cuwcd.com](mailto:Savannah@cuwcd.com) or by phone at 801-226-7151.





August 8, 2022

## Water Efficiency Standards

### 1. Purpose

The purpose of these Water Efficiency Standards is to conserve the public's water resources by establishing water conservation standards for indoor plumbing fixtures and outdoor landscaping.

### 2. Applicability

The following standards shall be required for all developer/contractor installed residential, commercial, institutional, and industrial construction, as applicable. The Outdoor Landscaping Standards shall also be required for new landscaping construction installed by homeowners.

### 3. Indoor Fixture Requirements

It is recommended and encouraged, but not mandated, that all new and future construction and future additions, remodels, or refurbishments install plumbing fixtures that have the WaterSense label, including: lavatory faucets, shower heads, sink faucets, water closets (tank and flushometer-valve toilets), and urinals, to the extent Utah law allows municipalities or local districts to require these fixtures.

### 4. Outdoor Landscaping Standards

All new and rehabilitated landscaping for public agency projects, private development projects, developer-installed landscaping in multi-family and single-family residential projects within the front and side yards, and homeowner provided landscape improvements within the front and side yards of single and two-family dwellings shall comply with the landscaping standards below:

#### Definitions

- A. Activity Zones: Portions of the landscape designed for recreation or function, such as storage areas, fire pits, vegetable gardens, and playgrounds.
- B. Active Recreation Areas: Areas of the landscape dedicated to active play where lawn may be used as the playing surface (ex. sports fields and play areas).
- C. Central Open Shape: An unobstructed area that functions as the focal point of Localscapes and is designed in a shape that is geometric in nature.
- D. Gathering Areas: Portions of the landscape that are dedicated to congregating, such as patios, gazebos, decks, and other seating areas.
- E. Hardscape: Durable landscape materials, such as concrete, wood, pavers, stone, or compacted inorganic mulch.
- F. Lawn: Ground that is covered with grass or turf that is regularly mowed.



## CENTRAL UTAH WATER CONSERVANCY DISTRICT

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- G. Locascapes®: A landscaping approach designed to create locally adapted and sustainable landscapes through a basic 5-step approach (central open shape, gathering areas, activity zones, connecting pathways, and planting beds).
- H. Mulch: Any material such as rock, bark, compost, wood chips or other materials left loose and applied to the soil.
- I. Park Strip: A typically narrow landscaped area located between the back-of-curb and sidewalk.
- J. Paths: Designed routes between landscape areas and features.
- K. Planting Bed: Areas of the landscape that consist of plants, such as trees, ornamental grasses, shrubs, perennials, and other regionally appropriate plants.
- L. Total Landscaped Area: Improved areas of the property that incorporate all the completed features of the landscape. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, and other non-irrigated areas intentionally left undeveloped.

### 5. Landscaping Requirements

- A. All irrigation shall be appropriate for the designated plant material to achieve the highest water efficiency. Drip irrigation or bubblers shall be used except in lawn areas. Drip irrigation systems shall be equipped with a pressure regulator, filter, flush-end assembly, and any other appropriate components.
- B. Each irrigation valve shall irrigate landscaping with similar site, slope and soil conditions, and plant materials with similar watering needs. Lawn and planting beds shall be irrigated on separate irrigation valves. In addition, drip emitters and sprinklers shall be placed on separate irrigation valves.
- C. Landscaped areas shall be provided with a WaterSense labeled smart irrigation controller which automatically adjusts the frequency and/or duration of irrigation events in response to changing weather conditions. All controllers shall be equipped with automatic rain delay or rain shut-off capabilities.
- D. At least 3-4 inches of mulch, permeable to air and water, shall be used in planting beds to control weeds and improve the appearance of the landscaping.
- E. At maturity, landscapes are recommended to have enough plant material (perennials and shrubs) to create at least 50% living plant cover at maturity at the ground plane, not including tree canopies.
- F. Lawn shall not be installed in park strips, paths, on slopes greater than 25% or 4:1 grade, or be less than 8 feet wide at its narrowest point. To the extent reasonably practicable, lawn shall be free from obstructions (trees, signs, posts, valve boxes, etc.).



- G. In residential landscapes, the landscaping shall adhere to the following Localscapes requirements:
  - i. If size permits, the landscaped areas of the front yard and back yard shall include a designed central open shape created by using lawn, hardscape, groundcover, gravel, or mulch.
  - ii. Gathering areas shall be constructed of hardscape and placed outside of the central open shape. In a landscape without lawn, gathering areas may function as the central open shape.
  - iii. Activity zones shall be located outside of the central open shape and shall be surfaced with materials other than lawn.
  - iv. Paths shall be made with materials that do not include lawn, such as hardscape, mulch, or other groundcover.
  - v. Lawn areas shall not exceed the greater of 250 square feet, or 35% of the total landscaped area.
  - vi. Small residential lots, which have no back yards, which the total landscaped area is less than 250 square feet, and which the front yard dimensions cannot accommodate the minimum 8 feet wide lawn area requirement of the landscaping requirements in section F, are exempt from the 8 feet minimum width lawn area requirement.
- H. In commercial, industrial, institutional, and multi-family development common area landscapes, lawn areas shall not exceed 20% of the total landscaped area, outside of active recreation areas.
- I. Certain special purpose landscape areas (e.g., stormwater management areas, etc.) may receive exceptions from the slope limitations and other elements of the landscaping requirements (see Paragraph F, above). Applications to receive exceptions are to be considered on a case-by-case basis.
- J. These outdoor standards are not intended to conflict with other landscaping requirements as defined by Utah law, including stormwater retention requirements and low-impact development guidelines. Notwithstanding these outdoor standards, whenever any requirement may conflict with Utah law, such conflicting requirements shall not apply.

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
07/22	07/21/2022	2179	600	Rocky Mountain Power	52-2131	1,320.66	M
07/22	07/21/2022	2180	600	Rocky Mountain Power	10-2131	5,423.92	M
07/22	07/21/2022	2181	5314	United HealthCare	10-2131	27,053.60	M
07/22	07/07/2022	3236	1300	OptumHealthBank	10-2131	5,596.92	M
07/22	07/07/2022	3237	2128	LegalShield	10-2131	181.45	M
07/22	07/07/2022	3238	5337	Liberty National	10-2131	235.66	M
07/22	07/07/2022	3239	5314	United HealthCare	10-2131	25,904.99	M
07/22	07/14/2022	3240	626	Utah Retirement Systems	10-2131	26,659.01	M
07/22	07/14/2022	3241	626	Utah Retirement Systems	10-2131	26,487.68	M
07/22	07/14/2022	3242	600	Rocky Mountain Power	53-2131	15,172.20	M
07/22	07/14/2022	3243	600	Rocky Mountain Power	55-2131	13,845.27	M
07/22	07/28/2022	3244	9692	Wells Fargo CC	56-2131	76,041.71	M
07/22	07/14/2022	28749	11005	The Ridge Trust	70-2131	1,000.00-	V
07/22	07/07/2022	30544	50	Alpine City	10-2131	4,305.00	
07/22	07/07/2022	30545	1179	American Heritage Life Insurance Co.	10-2131	304.40	
07/22	07/07/2022	30546	450	Caselle, Inc.	10-2131	7,762.60	
07/22	07/07/2022	30547	10096	CentraCom	10-2131	1,135.85	
07/22	07/07/2022	30548	11299	Chance Lees	10-2131	451.18	
07/22	07/07/2022	30549	1601	Child Support Services	10-2131	1,092.45	
07/22	07/07/2022	30550	1909	Comcast Cable	10-2131	340.26	
07/22	07/07/2022	30551	10935	Consolidated Electrical Distributors	52-2131	716.39	
07/22	07/07/2022	30552	9909	De Lage Landen Financial Services Inc	10-2131	162.97	
07/22	07/07/2022	30553	10493	ETJ Law, Inc	10-2131	7,632.50	
07/22	07/07/2022	30554	5167	Ewing	10-2131	22,335.30	
07/22	07/07/2022	30555	9134	Freedom Mailing Service	10-2131	3,224.71	
07/22	07/07/2022	30556	1776	Generator Exchange	10-2131	280.00	
07/22	07/07/2022	30557	9743	Great America Financial Svcs	10-2131	112.00	
07/22	07/07/2022	30558	222	Ingram Library Services	22-2131	649.09	
07/22	07/07/2022	30559	2219	Josh Castleberry	10-2131	123.05	
07/22	07/07/2022	30560	9506	J-U-B Engineers, Inc.	41-2131	18,823.12	
07/22	07/07/2022	30561	1291	Les Olson Company	10-2131	459.36	
07/22	07/07/2022	30562	56	Lone Peak Public Safety Dist.	10-2131	411,637.79	
07/22	07/07/2022	30563	9206	Mountainland Supply, LLC	53-2131	7,509.94	
07/22	07/07/2022	30564	10737	Mystic Peak LLC	54-2131	7,860.00	
07/22	07/07/2022	30565	588	North Pointe Solid Waste Dist.	10-2131	28,707.75	
07/22	07/07/2022	30566	2078	ODP Business Solutions LLC	10-2131	51.42	
07/22	07/07/2022	30567	9307	Public Employees Health Program	10-2131	1,857.90	
07/22	07/07/2022	30568	9957	Rock Mountain Technology LLC	57-2131	3,937.70	
07/22	07/07/2022	30569	9755	State of Utah Division of Water Rights	55-2131	150.00	
07/22	07/07/2022	30570	10950	U.S. AutoForce	10-2131	3,072.20	
07/22	07/07/2022	30571	1248	Upper Case	10-2131	812.40	
07/22	07/07/2022	30572	9303	Utah Bureau of Criminal ID	10-2131	359.75	
07/22	07/07/2022	30573	590	Utah Local Governments Trust	10-2131	50.00	
07/22	07/07/2022	30574	650	Utah State Treasurer	10-2131	6,788.14	
07/22	07/07/2022	30575	2148	Vanguard Cleaning Systems of Utah	54-2131	3,950.00	
07/22	07/07/2022	30576	9320	Wheeler Machinery Co	55-2131	22.68	
07/22	07/07/2022	30577	11304	YUP Fingerprinting LLC	10-2131	423.00	
07/22	07/07/2022	30578	11298	Zachary Day	10-2131	611.00	
07/22	07/14/2022	30579	11305	Advantage Inc	10-2131	863.30	
07/22	07/14/2022	30580	5198	Allred's Ace Hardware	53-2131	613.18	
07/22	07/14/2022	30581	11043	Andy Spencer	10-2131	72.82	
07/22	07/14/2022	30582	1622	Aramark	52-2131	134.84	
07/22	07/14/2022	30583	10934	ATS LLC	53-2131	2,791.20	

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/22	07/14/2022	30584	1019	BISCO	20-2131	4,319.26
07/22	07/14/2022	30585	10297	Black Forest Paving LLC	56-2131	2,710.00
07/22	07/14/2022	30586	1140	Blue Stakes of Utah 811	55-2131	443.42
07/22	07/14/2022	30587	9807	Brandon Balkman	20-2131	637.89
07/22	07/14/2022	30588	10400	BT Engineering, PLLC	54-2131	19,203.15
07/22	07/14/2022	30589	1586	Cedar Hills	52-2131	2,429.85
07/22	07/14/2022	30590	1692	Christensen Oil	10-2131	13,925.55
07/22	07/14/2022	30591	10935	Consolidated Electrical Distributors	10-2131	177.14
07/22	07/14/2022	30592	1864	Cook's Farm & Greenhouse	20-2131	931.50
07/22	07/14/2022	30593	11163	D&Z Unlimited	10-2131	500.00
07/22	07/14/2022	30594	11261	Earth Services LLC	40-2131	23,669.06
07/22	07/14/2022	30595	9747	Fastenal Company	55-2131	182.88
07/22	07/14/2022	30596	10458	Ferguson Waterworks #1616	55-2131	340.16
07/22	07/14/2022	30597	8180	First Digital	10-2131	337.00
07/22	07/14/2022	30598	1506	Gateway Mapping, Inc.	52-2131	4,937.00
07/22	07/14/2022	30599	1630	Hansen Law	10-2131	1,635.42
07/22	07/14/2022	30600	1378	Highland Historical Society	10-2131	100.00
07/22	07/14/2022	30601	1207	Honey Bucket	10-2131	156.91
07/22	07/14/2022	30602	5377	Humphries	10-2131	11.10
07/22	07/14/2022	30603	2160	ICTech, Inc.	55-2131	1,336.75
07/22	07/14/2022	30604	222	Ingram Library Services	22-2131	494.01
07/22	07/14/2022	30605	11303	Kathy Bruner	10-2131	2,760.00
07/22	07/14/2022	30606	10833	Mike Burns	10-2131	9.62
07/22	07/14/2022	30607	1741	Millhaven Construction	41-2131	713,854.60
07/22	07/14/2022	30608	9206	Mountainland Supply, LLC	40-2131	1,439.01
07/22	07/14/2022	30609	10031	North Star Printing	10-2131	7,521.49
07/22	07/14/2022	30610	2078	ODP Business Solutions LLC	22-2131	68.26
07/22	07/14/2022	30611	1882	OverDrive, Inc.	22-2131	2,427.66
07/22	07/14/2022	30612	329	Peak Wireless Service	21-2131	60.00
07/22	07/14/2022	30613	2188	Purcell Tire & Rubber Co	10-2131	1,241.48
07/22	07/14/2022	30614	5301	RMT Equipment	10-2131	239.31
07/22	07/14/2022	30615	9359	RPM Auto Parts	10-2131	1,588.05
07/22	07/14/2022	30616	1285	Rural Water Assoc. of Utah	53-2131	950.00
07/22	07/14/2022	30617	2133	Safety Supply & Sign Co. Inc.	56-2131	28,466.34
07/22	07/14/2022	30618	11241	Shums Coda Associates	10-2131	6,055.00
07/22	07/14/2022	30619	1623	Stevens and Gailey	10-2131	575.00
07/22	07/14/2022	30620	1999	Sunrise Engineering, Inc.	10-2131	960.00
07/22	07/14/2022	30621	11005	The Ridge Trust	70-2131	1,000.00
07/22	07/14/2022	30622	500	Timpanogos Special Service District	52-2131	43,817.40
07/22	07/14/2022	30623	251	Timview Analytical Lab	55-2131	725.00
07/22	07/14/2022	30624	10891	Twin D Inc	41-2131	837.65
07/22	07/14/2022	30625	1248	Upper Case	10-2131	508.37
07/22	07/14/2022	30626	9303	Utah Bureau of Criminal ID	10-2131	166.25
07/22	07/14/2022	30627	2148	Vanguard Cleaning Systems of Utah	55-2131	696.00
07/22	07/14/2022	30628	1024	Verizon Wireless	10-2131	1,474.16
07/22	07/21/2022	30629	2132	Amazon	22-2131	845.10
07/22	07/21/2022	30630	11043	Andy Spencer	53-2131	11.56
07/22	07/21/2022	30631	10947	Beamer Products Inc	21-2131	619.82
07/22	07/21/2022	30632	1019	BISCO	20-2131	120.97
07/22	07/21/2022	30633	2023	Bonneville Equipment Company	10-2131	601.71
07/22	07/21/2022	30634	11263	Caliber Home Loans	41-2131	800.00
07/22	07/21/2022	30635	1864	Cook's Farm & Greenhouse	21-2131	117.92
07/22	07/21/2022	30636	5391	DEMCO, Inc.	22-2131	981.10
07/22	07/21/2022	30637	10341	DESSCO	21-2131	6.96
07/22	07/21/2022	30638	5167	Ewing	20-2131	274.00
07/22	07/21/2022	30639	222	Ingram Library Services	22-2131	178.78
07/22	07/21/2022	30640	240	McGee's Stamp & Trophy Co.	10-2131	11.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/22	07/21/2022	30641	9206	Mountainland Supply, LLC	10-2131	6,691.33
07/22	07/21/2022	30642	2078	ODP Business Solutions LLC	10-2131	81.99
07/22	07/21/2022	30643	10019	Printworks	10-2131	46.10
07/22	07/21/2022	30644	2126	Stotz Equipment	10-2131	505.02
07/22	07/21/2022	30645	1226	Trees Northwest	10-2131	1,652.12
07/22	07/21/2022	30646	1019	BISCO	20-2131	2,000.00
07/22	07/21/2022	30647	10400	BT Engineering, PLLC	52-2131	742.50
07/22	07/21/2022	30648	5167	Ewing	10-2131	6,453.81
07/22	07/21/2022	30649	9397	Ken Garff Ford	10-2131	88,374.27
07/22	07/21/2022	30650	10020	Morgan Pavement	41-2131	52,855.50
07/22	07/21/2022	30651	9206	Mountainland Supply, LLC	40-2131	1,682.68
07/22	07/21/2022	30652	1860	Project Engineering Consultant, LTD	10-2131	1,081.50
07/22	07/21/2022	30653	5301	RMT Equipment	10-2131	1,089.34
07/22	07/21/2022	30654	2133	Safety Supply & Sign Co. Inc.	10-2131	438.48
07/22	07/21/2022	30655	2126	Stotz Equipment	21-2131	45.28
07/22	07/28/2022	30656	101	American Fork Irrigation Co.	54-2131	5,000.00
07/22	07/28/2022	30657	1461	Blu Line Designs	40-2131	5,739.08
07/22	07/28/2022	30658	10400	BT Engineering, PLLC	55-2131	3,045.50
07/22	07/28/2022	30659	1293	Eckles Paving	20-2131	105,480.64
07/22	07/28/2022	30660	5167	Ewing	20-2131	2,793.92
07/22	07/28/2022	30661	192	Geneva Rock Products Co.	41-2131	135,771.91
07/22	07/28/2022	30662	5161	Jacques & Associates	41-2131	7,800.00
07/22	07/28/2022	30663	9506	J-U-B Engineers, Inc.	41-2131	30,628.63
07/22	07/28/2022	30664	9206	Mountainland Supply, LLC	55-2131	18,395.78
07/22	07/28/2022	30665	1622	Aramark	52-2131	140.84
07/22	07/28/2022	30666	199	Arts Council/Comm. Enrichm't	10-2131	3,000.00
07/22	07/28/2022	30667	1019	BISCO	10-2131	258.00
07/22	07/28/2022	30668	1513	CivicPlus	10-2131	7,057.27
07/22	07/28/2022	30669	1293	Eckles Paving	52-2131	44,369.70
07/22	07/28/2022	30670	2047	ESRI, Inc.	54-2131	296.30
07/22	07/28/2022	30671	5167	Ewing	20-2131	2,846.48
07/22	07/28/2022	30672	9747	Fastenal Company	10-2131	49.50
07/22	07/28/2022	30673	192	Geneva Rock Products Co.	40-2131	2,157.71
07/22	07/28/2022	30674	5377	Humphries	10-2131	120.32
07/22	07/28/2022	30675	11222	Infrastructure Research LLC	56-2131	5,850.00
07/22	07/28/2022	30676	225	Ivory Homes	70-2131	1,000.00
07/22	07/28/2022	30677	9206	Mountainland Supply, LLC	40-2131	7,284.38
07/22	07/28/2022	30678	11179	Murdock Builders	70-2131	1,000.00
07/22	07/28/2022	30679	10422	Patterson Construction	70-2131	1,000.00
07/22	07/28/2022	30680	9359	RPM Auto Parts	10-2131	93.28
07/22	07/28/2022	30681	1285	Rural Water Assoc. of Utah	10-2131	280.00
07/22	07/28/2022	30682	10588	SYMPHONY HOMES	70-2131	1,000.00
07/22	07/28/2022	30683	1888	Terry Biggs	10-2131	100.00
07/22	07/28/2022	30684	11308	Utah Valley University Bursar's Office	10-2131	1,000.00
07/22	07/28/2022	30685	11306	Vicki Ovvard	21-2131	1,593.00
07/22	07/28/2022	30686	11127	Weekley Homes LLC	70-2131	5,000.00
07/22	07/28/2022	30687	1077	Workforce QA	10-2131	60.00
Grand Totals:						2,239,550.09

Summary by General Ledger Account Number

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
REVENUE-TRANSFERS	.00	.00	360,044.00	360,044.00	.0
TAXES	94,256.34	94,256.34	6,797,600.00	6,703,343.66	1.4
LICENSES AND PERMITS	124,453.86	124,453.86	919,200.00	794,746.14	13.5
INTERGOVERNMENTAL REVENUE	.00	.00	2,264,656.50	2,264,656.50	.0
FEES AND SERVICES	87,988.22	87,988.22	913,600.00	825,611.78	9.6
COURT FINES	20,990.56	20,990.56	146,500.00	125,509.44	14.3
OTHER REVENUE	880.88	880.88	50,000.00	49,119.12	1.8
CEMETERY REVENUE	.00	.00	.00	.00	.0
MISCELLANEOUS REVENUE	87,246.77	87,246.77	396,100.00	308,853.23	22.0
REVENUE-GARBAGE & OTHER	97,317.86	97,317.86	1,505,796.85	1,408,478.99	6.5
 TOTAL REVENUE	 513,134.49	 513,134.49	 13,353,497.35	 12,840,362.86	 3.8
<u>EXPENDITURES</u>					
COUNCIL	1,281.77	1,281.77	93,770.91	92,489.14	1.4
COURT	3,927.49	3,927.49	277,390.58	273,463.09	1.4
ADMINISTRATIVE	21,215.92	21,215.92	583,345.90	562,129.98	3.6
AUDITOR	.00	.00	20,000.00	20,000.00	.0
FINANCE DEPT	4,362.15	4,362.15	174,428.52	170,066.37	2.5
RECORDER	3,383.31	3,383.31	140,558.87	137,175.56	2.4
TREASURER	2,366.33	2,366.33	58,997.08	56,630.75	4.0
ATTORNEY	.00	.00	60,000.00	60,000.00	.0
LIBRARY	.00	.00	.00	.00	.0
APPEAL AUTHORITY	.00	.00	1,500.00	1,500.00	.0
PLANNING & ZONING	3,830.46	3,830.46	125,381.86	121,551.40	3.1
EDUCATION AND PROMOTION	.00	.00	4,120.37	4,120.37	.0
POLICE DEPARTMENT	224,088.21	224,088.21	2,689,059.00	2,464,970.79	8.3
ANIMAL CONTROL	.00	.00	.00	.00	.0
EMERGENCY SERVICES	187,549.58	187,549.58	2,250,595.00	2,063,045.42	8.3
BUILDING INSPECTION	11,869.00	11,869.00	351,690.87	339,821.87	3.4
STREETS AND ROADS	22,095.99	22,095.99	801,915.48	779,819.49	2.8
ENGINEER	6,305.04	6,305.04	269,570.00	263,264.96	2.3
PARKS & RECREATION	21,972.45	21,972.45	793,349.38	771,376.93	2.8
CEMETERY	.00	.00	.00	.00	.0
COMMUNITY EVENTS	12,420.76	12,420.76	152,982.45	140,561.69	8.1
GARBAGE	2,430.40	2,430.40	1,179,441.16	1,177,010.76	.2
TRANSFERS	.00	.00	2,541,875.50	2,541,875.50	.0
 TOTAL EXPENSES	 529,098.86	 529,098.86	 12,569,972.93	 12,040,874.07	 4.2
 NET REVENUE	 ( 15,964.37)	 ( 15,964.37)	 783,524.42		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

HIGHLAND OPEN SPACE SSD

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANFERS	.00	.00	270,941.00	270,941.00	.0
FEES	24,733.34	24,733.34	295,200.00	270,466.66	8.4
PROPERTY SALES	.00	.00	10,000.00	10,000.00	.0
OTHER REVENUE	.00	.00	1,500.00	1,500.00	.0
PY CARRYOVER	.00	.00	25,000.00	25,000.00	.0
TOTAL REVENUE	24,733.34	24,733.34	602,641.00	577,907.66	4.1
<u>EXPENDITURES</u>					
INDIRECT OVERHEAD	.00	.00	.00	.00	.0
EXPENDITURE-OPEN SPACE	27,585.59	27,585.59	602,640.99	575,055.40	4.6
TRANSFERS	.00	.00	.00	.00	.0
TOTAL EXPENSES	27,585.59	27,585.59	602,640.99	575,055.40	4.6
NET REVENUE	( 2,852.25)	( 2,852.25)	.01		



HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

CEMETERY PERPETUAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
SALES & OPERATING	8,373.00	8,373.00	400,000.00	391,627.00	2.1
OTHER INCOME	.00	.00	500.00	500.00	.0
PY CARRYOVER	.00	.00	122,954.00	122,954.00	.0
TOTAL REVENUE	8,373.00	8,373.00	523,454.00	515,081.00	1.6
<u>EXPENDITURES</u>					
OPERATING EXPENSE	6,598.88	6,598.88	271,410.00	264,811.12	2.4
TRANSFERS	.00	.00	252,044.00	252,044.00	.0
TOTAL EXPENSES	6,598.88	6,598.88	523,454.00	516,855.12	1.3
NET REVENUE	1,774.12	1,774.12	.00		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFER IN	.00	.00	.00	.00	.0
TAX REVENUE	2,706.94	2,706.94	330,000.00	327,293.06	.8
FEES & FINES	4,170.54	4,170.54	39,200.00	35,029.46	10.6
OTHER INCOME	4.16	4.16	5,200.00	5,195.84	.1
PY CARRYOVER	.00	.00	.00	.00	.0
 TOTAL REVENUE	 6,881.64	 6,881.64	 374,400.00	 367,518.36	 1.8
<u>EXPENDITURES</u>					
OPERATING EXPENSES	15,813.25	15,813.25	371,044.03	355,230.78	4.3
TRANSFERS	.00	.00	.00	.00	.0
 TOTAL EXPENSES	 15,813.25	 15,813.25	 371,044.03	 355,230.78	 4.3
 NET REVENUE	 ( 8,931.61)	 ( 8,931.61)	 3,355.97		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

PARKS TAX

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
SOURCE 31	.00	.00	.00	.00	.0
OTHER INCOME	.00	.00	.00	.00	.0
TOTAL REVENUE	.00	.00	.00	.00	.0
<u>EXPENDITURES</u>					
TOTAL EXPENSES	.00	.00	.00	.00	.0
NET REVENUE	.00	.00	.00		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	948,748.00	948,748.00	.0
OTHER REVENUE	.00	.00	.00	.00	.0
TOTAL REVENUE	.00	.00	948,748.00	948,748.00	.0
<u>EXPENDITURES</u>					
DEBT SERVICE & FINANCING	.00	.00	948,748.00	948,748.00	.0
TOTAL EXPENSES	.00	.00	948,748.00	948,748.00	.0
NET REVENUE	.00	.00	.00		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

CAPITAL IMPROVEMENT FUND-PARKS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	1,134,657.00	1,134,657.00	.0
FEES AND SERVICES	56,440.00	56,440.00	1,598,500.00	1,542,060.00	3.5
OTHER REVENUE	.00	.00	14,000.00	14,000.00	.0
PY CARRYOVER	.00	.00	1,842,593.00	1,842,593.00	.0
TOTAL REVENUE	56,440.00	56,440.00	4,589,750.00	4,533,310.00	1.2
<u>EXPENDITURES</u>					
PARK CAPITAL	5,539.12	5,539.12	3,858,000.00	3,852,460.88	.1
TRANSFERS	.00	.00	731,750.00	731,750.00	.0
TOTAL EXPENSES	5,539.12	5,539.12	4,589,750.00	4,584,210.88	.1
NET REVENUE	50,900.88	50,900.88	.00		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

CAP IMP FUND ROAD PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	412,010.00	412,010.00	.0
INTERGOVERNMENTAL REVENUE	.00	.00	.00	.00	.0
FEES AND SERVICES	28,885.68	28,885.68	134,500.00	105,614.32	21.5
OTHER REVENUE	.00	.00	5,000.00	5,000.00	.0
PY CARRYOVER	.00	.00	48,490.00	48,490.00	.0
TOTAL REVENUE	28,885.68	28,885.68	600,000.00	571,114.32	4.8
<u>EXPENDITURES</u>					
ROAD CAPITAL EXPENDITURES	32,358.59	32,358.59	600,000.00	567,641.41	5.4
TOTAL EXPENSES	32,358.59	32,358.59	600,000.00	567,641.41	5.4
NET REVENUE	( 3,472.91)	( 3,472.91)	.00		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

CAP IMP FUND BUILDING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	537,895.00	537,895.00	.0
FEES & INTEREST	21,191.11	21,191.11	64,250.00	43,058.89	33.0
OTHER REVENUE	.00	.00	868,475.00	868,475.00	.0
TOTAL REVENUE	21,191.11	21,191.11	1,470,620.00	1,449,428.89	1.4
<u>EXPENDITURES</u>					
BUILDING CAPITAL EXPENDITURES	.00	.00	902,100.00	902,100.00	.0
TRANSFERS OUT	.00	.00	30,625.00	30,625.00	.0
TOTAL EXPENSES	.00	.00	932,725.00	932,725.00	.0
NET REVENUE	21,191.11	21,191.11	537,895.00		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

NW ANNEXATION CAP PROJECT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
INTEREST	.00	.00	.00	.00	.0
IMPACT FEES & OTHER INCOME	.00	.00	.00	.00	.0
TOTAL REVENUE	.00	.00	.00	.00	.0
<u>EXPENDITURES</u>					
EXPENDITURES-NW CAPITAL	.00	.00	.00	.00	.0
TRANSFERS	.00	.00	.00	.00	.0
TOTAL EXPENSES	.00	.00	.00	.00	.0
NET REVENUE	.00	.00	.00		



HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

TOWN CENTER EXACTION FEE CAP

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
INTEREST & EXACTION FEE	.00	.00	1,000.00	1,000.00	.0
PY CARRYOVER	.00	.00	.00	.00	.0
TOTAL REVENUE	.00	.00	1,000.00	1,000.00	.0
<u>EXPENDITURES</u>					
EXPENDITURES-TOWN CENTER	.00	.00	.00	.00	.0
TRANSFERS	.00	.00	.00	.00	.0
TOTAL EXPENSES	.00	.00	.00	.00	.0
NET REVENUE	.00	.00	1,000.00		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
LICENSES AND PERMITS	.00	.00	.00	.00	.0
SERVICE & IMPACT FEES	214,881.76	214,881.76	2,560,000.00	2,345,118.24	8.4
INTEREST & OTHER INCOME	.00	.00	2,737,680.00	2,737,680.00	.0
DEVELOPER CONTRIBUTIONS	.00	.00	.00	.00	.0
 TOTAL REVENUE	 214,881.76	 214,881.76	 5,297,680.00	 5,082,798.24	 4.1
 <u>EXPENDITURES</u>					
EXPENDITURES-SEWER FUND	24,194.39	24,194.39	5,297,680.20	5,273,485.81	.5
 TOTAL EXPENSES	 24,194.39	 24,194.39	 5,297,680.20	 5,273,485.81	 .5
 NET REVENUE	 190,687.37	 190,687.37	 ( .20)		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

PRESSURIZED IRRIGATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
SERVICE & IMPACT FEES	294,125.19	294,125.19	2,891,500.00	2,597,374.81	10.2
INTEREST & DEV. CONTRIBUTIONS	.00	.00	2,925,671.00	2,925,671.00	.0
OTHER REVENUE	.00	.00	.00	.00	.0
TOTAL REVENUE	294,125.19	294,125.19	5,817,171.00	5,523,045.81	5.1
<u>EXPENDITURES</u>					
EXPENDITURES-PI FUND	28,431.65	28,431.65	5,817,170.51	5,788,738.86	.5
TOTAL EXPENSES	28,431.65	28,431.65	5,817,170.51	5,788,738.86	.5
NET REVENUE	265,693.54	265,693.54	.49		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

STORM SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
LICENSES AND PERMITS	.00	.00	.00	.00	.0
COLLECTION, IMPACT & PERMITS	80,158.98	80,158.98	698,000.00	617,841.02	11.5
INTEREST & OTHER	.00	.00	471,654.00	471,654.00	.0
DEVELOPER CONTRIBUTIONS	.00	.00	.00	.00	.0
TOTAL REVENUE	80,158.98	80,158.98	1,169,654.00	1,089,495.02	6.9
<u>EXPENDITURES</u>					
EXPENDITURES-STORM SEWER	10,747.06	10,747.06	1,169,653.64	1,158,906.58	.9
TRANSFERS	.00	.00	.00	.00	.0
TOTAL EXPENSES	10,747.06	10,747.06	1,169,653.64	1,158,906.58	.9
NET REVENUE	69,411.92	69,411.92	.36		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

CULINARY WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
SERVICE & IMPACT FEES	152,694.91	152,694.91	1,164,750.00	1,012,055.09	13.1
INTEREST, DEVELOPER & GRANTS	.00	.00	117,463.00	117,463.00	.0
OTHER REVENUE	.00	.00	.00	.00	.0
TOTAL REVENUE	152,694.91	152,694.91	1,282,213.00	1,129,518.09	11.9
<u>EXPENDITURES</u>					
EXPENDITURES-CULINARY WATER	32,367.64	32,367.64	1,282,213.22	1,249,845.58	2.5
CONSTRUCTION	.00	.00	.00	.00	.0
TOTAL EXPENSES	32,367.64	32,367.64	1,282,213.22	1,249,845.58	2.5
NET REVENUE	120,327.27	120,327.27	(.22)		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

UTILITY TRANSPORTATION

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TRANSFERS	.00	.00	.00	.00	.0
FEES	91,891.41	91,891.41	1,089,000.00	997,108.59	8.4
INTEREST & OTHER	.00	.00	4,000.00	4,000.00	.0
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUE	91,891.41	91,891.41	1,093,000.00	1,001,108.59	8.4
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<u>EXPENDITURES</u>					
EXPENDITURES-ROAD FEE	9,962.84	9,962.84	1,091,178.07	1,081,215.23	.9
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	9,962.84	9,962.84	1,091,178.07	1,081,215.23	.9
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
NET REVENUE	<u>81,928.57</u>	<u>81,928.57</u>	<u>1,821.93</u>		

HIGHLAND CITY CORPORATION  
FUND SUMMARY  
FOR THE 1 MONTHS ENDING JULY 31, 2022

INTERNAL SERVICE IT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
INTERNAL SERVICE CHARGES	.00	.00	48,750.00	48,750.00	.0
TOTAL REVENUE	.00	.00	48,750.00	48,750.00	.0
<u>EXPENDITURES</u>					
EXPENDITURES-INTERNAL SVC IT	.00	.00	48,750.00	48,750.00	.0
TOTAL EXPENSES	.00	.00	48,750.00	48,750.00	.0
NET REVENUE	.00	.00	.00		