



AGENDA
COUNTY COUNCIL
Wednesday, June 4, 2025

NOTICE is hereby given that the Summit County Council will meet, on Wednesday, June 4, 2025, electronically, via Zoom, and at the anchor location of the Richins Building auditorium, 1885 W. Ute Blvd., Park City, UT 84098

(All times listed are general in nature, and are subject to change by the Board Chair)

To view Council meeting, live, visit the "Summit County, Utah" Facebook page.

OR

To participate in Council meeting: Join Zoom webinar: <https://zoom.us/j/772302472>

OR

To listen by phone only: Dial 1-301-715-8592, Webinar ID: 772 302 472

1:20 PM Closed Session - Property acquisition (15 min); Litigation (30 min)

2:05 PM - Move to auditorium (10 min)

2:15 PM Work Session

1. 2:15 PM - Pledge of Allegiance (5 min)
2. 2:20 PM - Discussion regarding Moderate Income Housing Strategic Plan; Peter Barnes and Jeff Jones (60 min)
[Staff Report-Housing Strategic Plan.doc](#)
[1500 unit strategic plan 2035.docx](#)
[Understanding Land Supply and Development requirement.docx](#)
[Final Housing Strategic Plan.pdf](#)
3. 3:20 PM - Presentation by the Environmental Protection Agency regarding Richardson's Flat remediation efforts; James Hou and Missy Haniewicz (60 min)
[Richardson Flat Site Summit County Council Presentation.pdf](#)
4. 4:20 PM - Impacts of federal funding cuts on County operations - what we know now; Phil Bondurant and Jess Kirby (60 min)
[Staff Report-Impacts of federal funding cuts-Natural Resources.pdf](#)
[Presentation-Grant Impacts.pdf](#)
[Funding Discussion-Health Dept.pdf](#)

5:20 PM Consideration of Approval

1. 5:20 PM - Discussion and possible approval of Third Amendment to Agreement on Use of Transient Room Tax; Jennifer Wesselhoff (15 min)
[TRT Agreement - 3rd Amendment \(dlt clean 5.27.2025\).docx](#)
2. 5:35 PM - Continued discussion and possible action regarding a Discretionary Tax Abatement for Karen Soika, Parcel HULBERT-1; Stephanie Poll (10 min)
[HULBERT-1 Second Meeting Staff Report Follow-Up.pdf](#)
[Information from Karen Soika Part 1 of 2.pdf](#)

[Information from Karen Soika Part 2 of 2.pdf](#)

3. 5:45 PM - Approval of Council Minutes dated May 7, 2025, and May 14, 2025 (5 min)
[SCC Draft Minutes 05-07-25.pdf](#)
[SCC Draft Minutes 05-14-25.pdf](#)
41. 5:50 PM - Council and Manager comments (10 min)

6:00 PM Public Input

Public comment is for any matter not on the Agenda and not the subject of a pending land use application. If you would like to submit comments to Council, please email publiccomments@summitcountyutah.gov by 12:00 p.m. on Wednesday, June 4, 2025. If you wish to interact with Council, for public input, please appear in person, or use the “Raise Hand” button at the bottom of the chat window in Zoom.

Adjourn



Community Development Department

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STAFF MEMO

To: Summit County Council
From: Peter Barnes, Community Development Director
Date of Meeting: June 4, 2025
Regarding: Strategic Plan: 1500 Affordable Housing Units by 2035

On March 12, 2025, Summit County Council requested staff to begin preparation of a strategic plan for delivery of 1500 affordable housing units throughout Summit County within the next ten years.

This plan is also being prepared at the same time both the Snyderville Basin General Plan and the Eastern Summit County General Plan are being updated – the General Plan updates are an ongoing process expected to extend throughout the remainder of 2025.

In addition to influencing, and being influenced by, the General Plan updates, the 1500 unit affordable housing strategy recognizes that the council has also recently completed the formation of a Summit County Housing Authority.

The purpose of the June 2nd meeting is to discuss the draft housing plan especially regarding strategic goals and actionable strategies. Staff will be prepared to present information regarding:

- Proposed distribution of units
- Methods for identification of sites and possible unit allocations
- Discussion regarding context-based design decisions including:
 - Place Types,
 - Units Types,
 - Site suitability analysis
 - Specific user groups
- Economic influences including varying AMI's across the county.
- Project timelines.

Included with this memo is a copy of the initial draft “1500 Unit strategic Plan 2035”, together with another draft document “Understanding Land Supply and Development Requirements”.

Staff have also been working on a more detailed document intended to form the basis for a future advisory set of Affordable Housing development guidelines. Not included here but if time allows, we can discuss the possibilities of such a document.

Strategic Plan 2035: 1500 Affordable Housing Units in Summit County, Utah

Contents

Section 1. Executive Summary

Section 2. Introduction & Situational Analysis

Section 3. Vision & Goals

Section 4. Strategic Goals & Actionable Strategies

Section 5. Implementation & Timeline (Illustrative 10-Year Phased Approach)

Section 6. Monitoring & Evaluation

Section 1. Executive Summary

This strategic plan outlines a comprehensive approach to developing 1500 new affordable housing units in Summit County, Utah, over the next 7-10 years. The plan addresses the critical shortage of affordable housing, driven by high demand, limited supply, and escalating property values characteristic of desirable mountain resort communities. It focuses on five key strategic goals: increasing housing supply and diversity, optimizing land use and development, securing sustainable funding, streamlining regulatory processes, and fostering community engagement and partnerships. Successful implementation will require collaboration between county government, municipalities, developers, non-profits, employers, and the community.

Section 2. Introduction & Situational Analysis

Summit County, like many mountain resort communities, faces a severe shortfall of affordable and attainable housing. The high cost of living, with average home prices in areas like Park City exceeding \$2 million, makes it incredibly difficult for the local workforce, including essential workers, young professionals, and long-term residents, to find and maintain housing. In addition to the escalating cost of housing, reduced availability caused by increasing numbers of vacation rentals and second homes.

Key Challenges & Data Points:

- **Significant Housing Deficit:** As of early 2025, Summit County has an estimated shortfall of over 7,600 housing units needed to support its local workforce and projected growth. *(Jeff, to verify?)*
- **Workforce Housing Gap:** Only about 36% of Summit County's workforce currently resides within the county, leading to long commutes, traffic congestion, and a disconnect between the workforce and the community they serve.
- **High Vacancy Rates in Second Homes:** A large percentage of housing stock consists of vacant second homes or short-term rentals, further constraining the supply available for permanent residents.
- **Rising Construction Costs:** Limited labor and a short building season contribute to high construction costs.
- **Geographic Constraints:** The steep terrain and significant wetland area limit the amount of easily developable land.

Despite these challenges, Summit County has already made efforts to address affordable housing, with several completed and in-progress projects. Local nonprofit organizations like Mountainlands Community Housing Trust and Habitat for Humanity of Summit & Wasatch Counties are actively working to create affordable housing solutions. Recently completed additions to workforce housing within the Canyons SPA has been particularly successful in reducing traffic impacts by locating much needed accommodation in close proximity to jobs. The Cline Dahle RFP attracted detailed submissions from local developer groups interested in partnering with the County to assist in the provision of affordable housing units.

This plan aims to build upon these existing efforts and significantly scale up the delivery of affordable units.

Section 3. Vision & Goals

Vision: To create a Summit County where all residents, regardless of income level, have access to safe, quality, and affordable housing, fostering a diverse, resilient, and vibrant community.

Overarching Goal: To facilitate the development of 1,500 new affordable housing units by 2035, targeting a range of incomes from very low (30% AMI) through moderate-income households and additional so called “attainable” units at up to 120% AMI.

Specific Sub-Goals:

- **Rental Units:** Create at least 900 new affordable rental units.

- **Homeownership Units:** Develop at least 600 new affordable homeownership opportunities (including deed-restricted units, co-housing, and community land trust models).
- **Diverse Housing Types:** Promote a mix of housing types, including apartments, townhomes, accessory dwelling units (ADUs), and smaller single-family homes.
- **Geographic Distribution:** Encourage affordable housing development throughout the County, including near employment centers and transit corridors.

Section 4. Strategic Goals & Actionable Strategies

Goal 4.1: Increase Housing Supply & Diversity

- **Strategy 4.1.1: Support New Construction Projects.**
 - **Action:** Actively partner with private developers (for-profit and non-profit) to build new affordable and mixed-income housing projects.
 - **Action:** Prioritize projects that offer higher density and a greater number of affordable units. *(address density question)*
 - **Action:** Explore and promote innovative construction methods like modular and factory-built housing to reduce costs and timelines. Note changes to State Construction Codes regarding inspection of offsite and prefabricated components
- **Strategy 4.1.2: Promote Accessory Dwelling Units (ADUs).**
 - **Action:** Investigate potential Code changes to simplify the permitting process and reduce fees for ADUs. *(is this possible?)*
 - **Action:** Offer technical assistance and consider pre-approved ADU plans to homeowners. Note state code changes regarding “Identical plans” *(eg South Bend Neighborhood Infill)*
 - **Action:** Provide financial incentives (e.g., low-interest loans, grants) for homeowners who build ADUs and deed-restrict them for long-term affordability.
- **Strategy 4.1.3: Facilitate Conversion and Preservation.**
 - **Action:** Further develop programs to acquire existing market-rate properties, consider conversion of underutilized commercial buildings adding live work units or complete conversion.
 - **Action:** Implement programs to preserve existing affordable housing stock, through acquisition, rehabilitation, and deed restrictions.

- **Action:** Expand programs that purchase deed restrictions on existing market-rate homes to convert them to permanently affordable workforce housing.
- **Strategy 4.1.4: Encourage Employer-Assisted Housing.**
- **Action:** Partner with major employers to develop housing solutions for their employees, potentially through master leasing, development partnerships, or down payment assistance programs.

Goal 4.2: Optimize Land Use & Development

(Add link to Understanding Land Use, Site Identification and Allocation policies doc)

- **Strategy 4.2.1: Utilize Publicly Owned Land.**
- **Action:** Conduct an inventory of all county-owned and other publicly owned parcels, other than deed restricted open space parcels, identify those sites suitable for affordable housing development.
- **Action:** Offer long-term ground leases or land donations/sales at discounted rates for affordable housing projects on public land.
- **Action:** Explore partnerships with state, federal or other entities for potential land use agreements for workforce housing.
- **Strategy 4.2.2: Implement Pro-Housing Zoning Reforms.**
- **Action:** Update zoning codes to allow for higher densities, reduced parking requirements (especially near transit), and a greater variety of housing types ("missing middle" housing like duplexes, triplexes, townhomes) in appropriate locations.
- **Action:** Streamline the approval process for projects that include a significant percentage of affordable housing. Include performance based rezoning criteria.
- **Action:** Adopt inclusionary zoning policies that incentivize new market-rate developments to include a percentage of affordable units.
- **Strategy 4.2.3: Focus on Transit-Oriented Development (TOD) and Transit Supportive Development.**
- **Action:** Prioritize affordable housing development along existing and planned transit and corridors to reduce transportation costs for residents and decrease reliance on cars. Use density, diversity, and design considerations to minimize vehicle miles travelled when considering development proposals.

Goal 4.3: Secure Sustainable Funding & Financial Incentives

- **Strategy 4.3.1: Establish and Grow a Local Affordable Housing Trust Fund.**
 - **Action:** Dedicate a consistent local funding source (e.g., a portion of sales tax, property tax increment, lodging tax, or fees on short-term rentals) to the housing trust fund.
 - **Action:** Actively seek private donations and philanthropic contributions to the fund.
- **Strategy 4.3.2: Maximize State and Federal Funding.**
 - **Action:** Aggressively pursue state funding opportunities like the Olene Walker Housing Loan Fund (OWHLF) and federal programs such as Low-Income Housing Tax Credits (LIHTC), HOME funds, and Community Development Block Grants (CDBG).
 - **Action:** Provide technical assistance to developers and non-profits applying for these competitive grants.
- **Strategy 4.3.3: Implement Development Incentives.**
 - **Action:** Offer density bonuses, fee waivers or reductions, tax increment financing (TIF), and expedited permitting for projects that meet specific affordability targets.
 - **Action:** Consider down payment assistance programs for qualified homebuyers.
- **Strategy 4.3.4: Explore Impact Investing and Public-Private Partnerships (PPPs).**
 - **Action:** Attract private capital and impact investors by structuring PPPs that offer a reasonable return while ensuring long-term affordability.

Goal 4.4: Streamline Regulatory Processes & Policies

- **Strategy 4.4.1: Create a "One-Stop Shop" for Affordable Housing Development.**
 - **Action:** Designate a clear point of contact or office within the county government to guide developers through the affordable housing approval and funding process.
(Is this now the Housing Authority?)
- **Strategy 4.4.2: Expedite Permitting for Affordable Projects.**
 - **Action:** Implement a fast-track review process for projects that meet pre-defined affordability criteria. *(‘Permitting’ or ‘land use regulation’ Is this possible? EG Base rezone request on performance criteria with ‘guaranteed’ approval also 4.2.2 above)*

- **Strategy 4.4.3: Regularly Review and Update Housing Policies.**
 - **Action:** Continuously assess the effectiveness of existing housing programs and policies, making adjustments as needed based on market conditions and community feedback.
 - **Action:** Address "NIMBYism" (Not In My Backyard) through education and by demonstrating the benefits of well-designed affordable housing.

Goal 4.5: Foster Community Engagement & Partnerships

- **Strategy 4.5.1: Build Public Awareness and Support.**
 - **Action:** Launch a public information campaign to educate the community about the need for affordable housing, its economic benefits, and to dispel common myths.
 - **Action:** Highlight success stories of affordable housing developments and the positive impact on residents and the community.
- **Strategy 4.5.2: Strengthen Partnerships.**
 - **Action:** Enhance collaboration between Summit County, Park City, Henefer, Coalville, Oakley, Kamas, Francis, housing organizations (like Mountainlands Community Housing Trust), non-profit developers (like Habitat for Humanity), private developers, and community organizations.
 - **Action:** Empower the newly created Housing Authority to form collaborative agreements with our regional planning partners
- **Strategy 4.5.3: Engage Employers and the Business Community.**
 - **Action:** Work with the Chamber of Commerce and local businesses to identify workforce housing needs and develop collaborative solutions.
- **Strategy 4.5.4: Ensure Resident and Community Input.**
 - **Action:** Incorporate community feedback into the design and location of new affordable housing developments to ensure they integrate well into existing neighborhoods.

Section 5. Implementation & Timeline (Illustrative 10-Year Phased Approach)

- **Phase 1: Years 1-2 (Foundational & Pilot Projects)**
 - Establish a dedicated Housing Authority and Affordable Housing Trust Fund with initial seed funding. (Done...)

- Implement key zoning reforms (new overlay zones, ADUs, density bonuses etc).
- Launch public awareness campaign.
- Complete inventory of public land and identify initial pilot sites, issue 'call for sites', invite potential partners to bring forth proposals for identification and possible allocation identify need for infrastructure investment and zoning overlays
- **Target: 150-200 units initiated/completed.**
- **Phase 2: Years 3-6 (Scaling Up Production)**
 - Secure significant state/federal grants and private investment.
 - Implement major public land development projects.
 - Expand ADU and conversion programs.
 - Full roll-out of inclusionary zoning and other regulatory incentives.
 - Begin post occupancy evaluation of completed projects.
 - **Target: 600-700 additional units initiated/completed.**
- **Phase 3: Years 7-10 (Sustained Development & Long-Term Management)**
 - Continue post occupancy evaluation of completed projects.
 - Continue to leverage funding and partnerships.
 - Focus on larger-scale mixed-income and TOD projects.
 - Refine programs based on evaluation and evolving needs.
 - Ensure long-term stewardship and affordability of developed units.
 - **Target: 600-700 additional units initiated/completed, reaching the 1500-unit goal.**

Section 6. Monitoring & Evaluation

- **Key Performance Indicators (KPIs):**
 - Number of new affordable units (rental and homeownership) created annually and cumulatively.
 - Number of units serving different AMI levels.
 - Diversity of housing types produced.

- Amount of funding leveraged (public and private).
- Number of households assisted (e.g., through down payment assistance).
- Changes in the percentage of local workforce living in the county.
- Processing times for affordable housing permits.
- **Reporting:**
 - Annual progress reports to the County Council and the public.
 - Regular meetings of the Affordable Housing Task Force to review progress and address challenges.
 - Periodic independent evaluations of the plan's effectiveness (e.g., every 3-5 years).

This strategic plan provides a roadmap. Flexibility, adaptive management, and sustained political will are crucial for its success. Summit County can make significant strides in addressing the significant shortage of affordable housing and building a more inclusive and sustainable community.

Understanding Land Supply and Development Requirements

Before selecting which sites may be suitable for future development, and what type of development would be appropriate, it is important to understand what the development need for the neighborhood plan area is.

However, this may not always be possible because neighborhood plans are often created after strategic policies have been adopted or where strategic policies for housing are out of date. The housing requirement for a designated neighborhood area should reflect the overall strategy for the pattern and scale of development and any relevant allocations.

Where a development figure has not been provided by the General Plan, a housing needs assessment of the specific neighborhood plan area may be required. This can also help to understand the type of development that is needed locally, e.g. family housing or housing for older people.

To understand the wider context, it is also necessary to understand the commercial or employment land demand. A business needs survey may be useful to establish what the local employment land demand is estimated to be.

Housing Land Supply

The housing land supply is the amount of land within a defined area that is suitable and available for development of housing; and where development would be achievable (economically viable).

The County should have a supply of specific deliverable sites sufficient to provide five years' worth of housing measured against a housing requirement set out in adopted strategic policies, or against local housing needs analysis. Absent a demonstrable five year land supply, then there should be a presumption in favor of development.

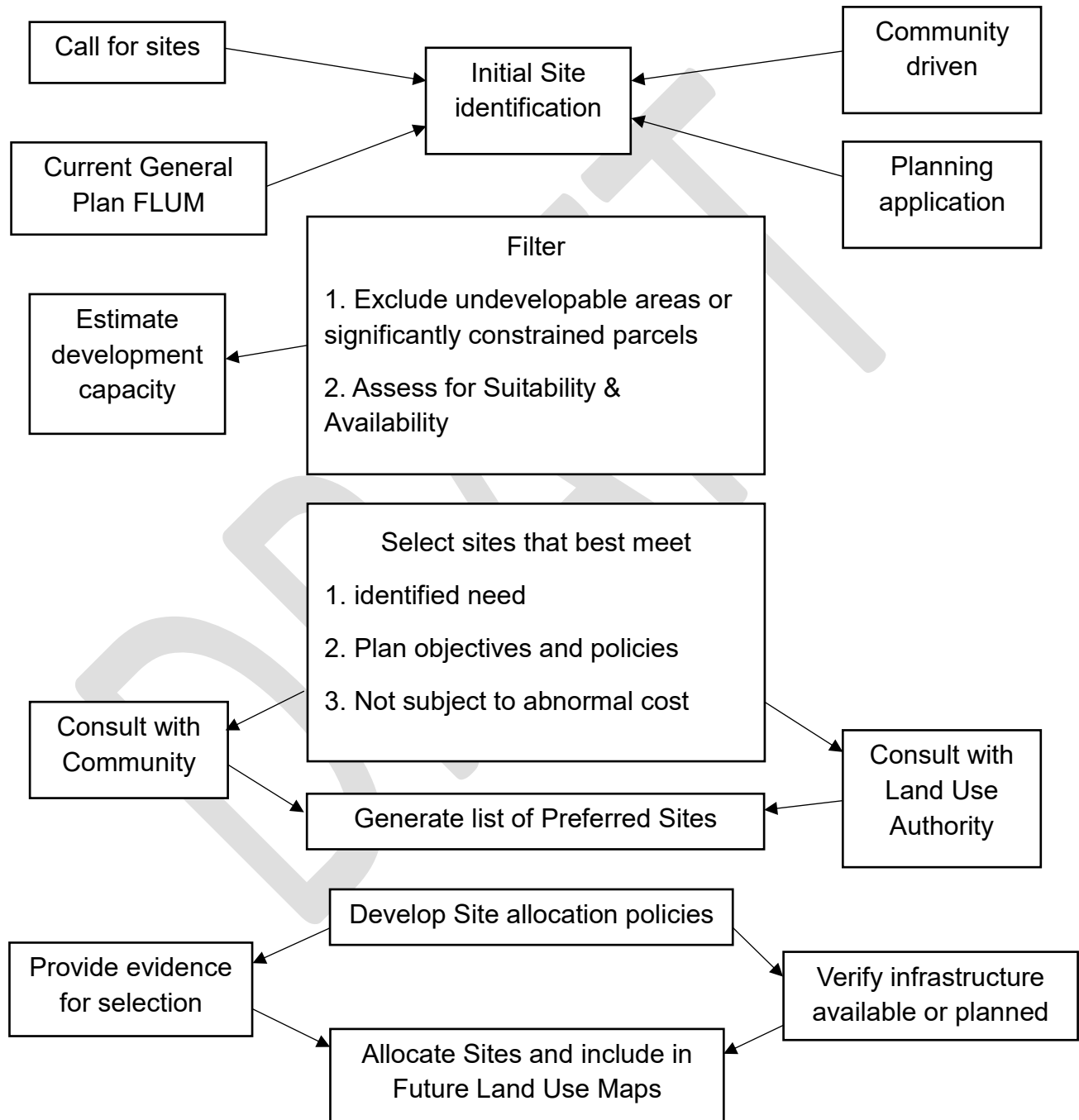
A neighborhood area local plan might allocate additional sites to those in the General Plan or plan for more housing than the housing requirement figure, where this is supported by evidence to demonstrate a local area need above that identified by the General Plan. This would allow for a more dynamic response to unexpected or sudden demographic shifts.

Part 1: Site Assessment

The Site Assessment process diagram below sets out a suggested approach. This is a generic process and may need to be tailored to suit the circumstances of the neighborhood area. The site assessment involves an appraisal of each potential development site to establish:

- whether it *is suitable, available and achievable* (viable) for development in principle; and, if so
- whether it would be appropriate to allocate in the neighborhood plan, either in concept or specifically identified on a neighborhood area future land use map.

Site Assessment typical steps in process



Understanding the context:

The site selection process should be carried out in an open and transparent way, including consultation with the community. Evidence will be necessary to support and justify the selected sites and the reasons why some sites have been selected over others.

All policies included in any detailed neighborhood plan, including site allocations, must be in general conformity with the strategic policies of the General Plan.

Different types of site allocations

Sites can be allocated for different types of land use, including:

- **residential** – by different tenures, types and needs of different groups such as older people's housing, private rented housing and people wishing to build or commission their own homes;
- **commercial** development uses – retail, leisure, cultural, office, warehousing etc; or
- **mix** of the above

There are different ways in which sites can be included in a neighborhood plan.

A site can be allocated for development, which means it is identified for a particular type of land use, e.g. housing, employment, business use, leisure or a community facility, and this will be used to determine any planning application that is proposed for the site. Before *allocating* a site for development it is necessary to demonstrate that the site is *deliverable* (achievable within the assumed timescale of the plan period of the plan period), in other words it must be suitable, available and economically viable. If a site cannot be delivered within five years of identification, but could be delivered sometime thereafter it should be considered developable.

Where it cannot be demonstrated that a site is deliverable, for example it may be in a good location but there is no evidence to suggest that it could become available, the plan can identify 'aspirations' or projects for sites that and set out principles or policies for each site that would be supported by a specific neighborhood plan. This is not an *allocation* and therefore does not count towards a development *requirement* but is a valuable way of communicating the community's wishes to prospective developers and can include a list of community benefits such as new infrastructure that would be sought through development of the site.

Deliverable means development is achievable within the first five years of the plan period.

Suitable means land which does not have significant environmental, physical or policy constraints to development

Available (for development) means that, on the best information available (confirmed by the call for sites and information from landowners and legal searches where appropriate), there is confidence that there are no legal or ownership problems, such as unresolved multiple ownerships, ransom strips, tenancies or operational requirements of landowners. This will often mean that the land is controlled by a developer or landowner who has expressed an intention to develop, or the landowner has expressed an intention to sell.

Economically viable means that, after taking account of all costs including central and local government policy and regulatory costs and the cost and availability of finance, the scheme provides a reasonable return to the developer to ensure that development takes place and generates a land value sufficient to persuade the landowner to sell the land for the development proposed or deliver the allocated development themselves.

If there are sites that have been assessed as suitable, available and achievable but are not selected as the preferred options to meet the identified need, they can be identified as 'reserve' or 'contingency' sites. These could be allocated in future revisions of the neighborhood plan if the preferred sites did not come forward as expected, or if additional development is required in the future.

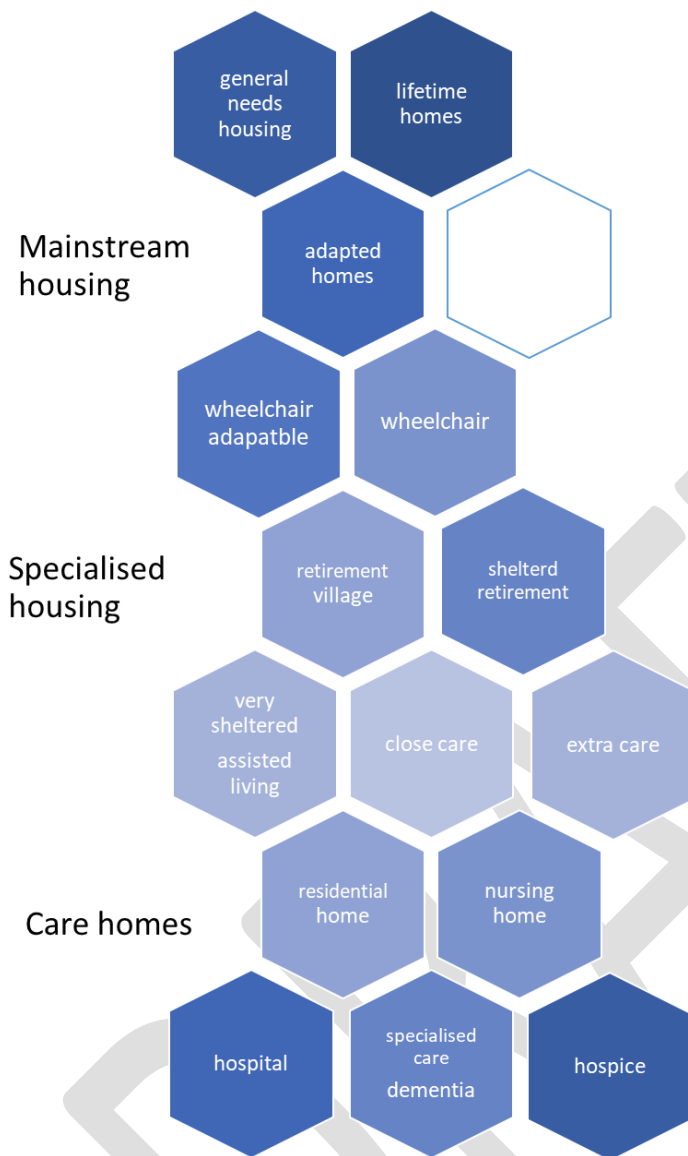
A site is considered **achievable** for development where there is a reasonable prospect that the particular type of development will be developed on the site at a particular point in time. This is essentially a judgement about the economic viability of a site, and the capacity of the developer to complete and let or sell the development over a certain period.

Housing Type, Tenure and Mix

An allocation for housing should consider what type, tenure and mix of housing to support a range of household types and sizes. This should be linked to both the neighborhood level housing needs evidence e.g. from a housing needs survey or local housing needs assessment. Neighborhood area plans should support the General Plan policies and State mandated Moderate Income Housing requirement.

If any specific or specialized housing needs are identified through an evidence base, allocation policies should include actions to bring forward development to meet these needs. Providing housing for **special needs groups** could either be dealt with through a planning policy that supports the principle of a particular type of housing or through a policy that allocates a specific site for a particular type of residential development.

Senior housing, for example, can cover a wide spectrum of types and tenures from mainstream housing to institutional living. Sites for the more specialized type of housing in this arena need to be carefully considered in terms of surrounding context.



Spectrum of senior housing

Individual homes to buy or rent, includes age-friendly features and wheelchair housing may be specially designed. Personal care, support, other services and amenities available within the community.

Groups of homes (often apartments) to buy or rent-designed for older people (typically 55+). Personal care and support usually arranged or provided within the development together with shared facilities and activities.

Residential care rather than independent living

Rural Exception Sites

Rural exception sites seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection.

Rural exception sites are small sites used for affordable housing in perpetuity where sites might not normally be considered, i.e. sites that are located outside of, but well related to existing settlements and their services and facilities. Neighborhood development plans and future land use maps should include a planning policy that supports the principle of rural exception sites. A local area housing needs assessment can justify the need for the houses and their location outside the built-up area boundary/settlement boundary.

Whilst the aim of rural exception sites is to deliver affordable housing to meet a local need, a proportion of market homes may also be allowed on the site, for example where essential to subsidize the delivery of affordable units and infrastructure.

Site Identification process

Setting up a site identification working group

A working group should be set up to carry out the site assessment process. This would ideally be a core group who are involved in the assessment of each site, to ensure

Identifying all possible sites

The next stage in selecting sites to meet the identified development need is to look for any possible sites with development potential. Casting the net as wide as possible is important to ensure the most appropriate sites are allocated and also in the event of a plan being challenged by landowners or developers who own or control sites they consider deliverable.

Sites that should be considered include:

- Sites known to the community;
- Sites identified through a 'call for sites' exercise;
- Sites identified through a local or neighborhood plan evidence base document, and
- Sites that are subject of a current planning application.

Sites that are already allocated or otherwise identified in the adopted or emerging General Plan or neighborhood area plans should also be identified to understand the existing policy context for the neighborhood area as well as progress of previously assumed development potential.

Call for Sites

Neighborhood interest groups might initiate their own 'Call for Sites' at this stage, particularly if the last detail area plan proposal one was more than 2-3 years ago. This is an invitation for any resident, landowner, business, developer or agent to submit a site or sites for consideration in the neighborhood plan. This can be advertised through a door-to-door leaflet drop, on the Planning Department website, on local noticeboards, in local newspapers and through social media. A simple Call for Sites template which might request the following:

- Site name
- Site address
- Site plan (showing 'red line' boundary around the site)
- Ownership

- Site area
- Expected yield in terms of number of units and developed area
- Timescales for development, e.g. available now or at some point in the future
- Any barriers to delivery, e.g. legal issues, current use, environmental concerns

Early engagement with landowners and the local community is vital to overcome possible conflicts and concerns. The depth and type of engagement needs to ensure that the process is transparent and objective. Individual meetings with landowners and potential developers who are putting forward sites is the most productive approach to understanding any potential for collaborative action.

By the end of the identification stage, there should be a list of sites to be considered for their development potential. This is the site assessment stage and is considered in detail below.

As a first step, compare any identified sites with the adopted and emerging General Plan, Neighborhood area plans, future land use maps and current zoning constraints. For sites in or adjacent to existing municipalities sites must comply adopted plans and zoning regulations for those areas. Check other potential associated site allocations documents, for example Development Agreements, Consent or Settlement Agreements to check whether there are any sites are already allocated, proposed for development or significantly restricted.

Establish whether there are any sites identified within in the proposed plan area that may conflict with existing agreements. If a new plan proposal allocates sites that were previously found to be not developable or otherwise significantly restricted, then detailed evidence will be needed to justify any new allocation.

However, General Plans and previously determined neighborhood plans are often 'high level', more information or more recent evidence may be available which supports a new and different conclusion, this can be used to justify site allocations proposed within the new neighborhood plan.

Site Assessment Stage 1 filter

An initial 'sift' of the sites is recommended, to eliminate any sites that are clearly unsuitable for development because of insurmountable physical or policy constraints. It is important that the reasons for excluding sites are fully justified and recorded

Site Assessment Stage 2 – Site Assessment

The remaining sites that pass the first sift should be taken forward for detailed assessment.

Insert example of a site assessment template ? or can be found in Appendix ...

The site assessment should be designed to demonstrate that a site is suitable, available and economically viable and that there is a good prospect the site will be delivered. The completed site assessment should include the information to justify the conclusions.

A site can be assessed as **available** if there is evidence that a landowner or developer is willing to sell or develop the site at a known point in the future, and within the plan period. Any legal or ownership issues should also be considered, such as multiple ownership.

Site allocations in the plan should include an indication of the expected timescale for delivery, for example years 0-5, or 6-10 of the plan period. This may depend on the landowner/ developer's timescales, an existing use to be re-located or a long lease, development lead-in times and delivery rates, or if there are mitigation measures or legal obstacles to overcome.

Achievable

Is the site economically viable for development?

There are two aspects of viability that should be considered.

The first refers to the overall level of development proposed in the plan and to ensure that the necessary infrastructure will be in place to support development, e.g. highways and public transport improvements, utilities such as water supply and wastewater treatment, and social infrastructure such as health and education, retail and leisure opportunities.

The second refers to the ability of the developer to deliver the scheme and, in particular, whether the financial returns on the site will be sufficient for the developer to go ahead with the development.

Other considerations

Before sites are allocated, there are a number of other issues that should be considered as part of a neighborhood area plan.

Site Selection

Part 1 of this toolkit explains the site assessment process, whereby all sites that have been identified as potential locations for development are assessed to decide which, if any, are appropriate to allocate in a neighborhood plan for a particular type of development, e.g. housing, employment or community facilities.

The site assessment method allows a neighborhood planning group to shortlist sites it has demonstrated are suitable, available and achievable for the use proposed, and

which meet both its housing requirement (if this applies) and the vision and draft objectives of the plan.

Once the group has a shortlist of sites, the next step is to select the preferred site or sites for allocation. This should be done as part of a consultation exercise with the local community, landowners/site promoters and the LPA.

Consulting on site options

It is important that the preferred site allocation(s) reflects the community's shared ambition and that everyone has had a chance to have their say.

To garner as much opinion as possible on where new development is built and what the scale and design is, a public meeting, open day or exhibition is an appropriate method, however you may also consider additional consultation methods to reach a wider audience and allow people to respond by a method of their choice, e.g. postal or website surveys.

The consultation material should clearly set out and show on maps all identified sites (the longlist), the preferred options (the shortlist), and the assessment outputs which led from the longlist to the shortlist. It could then show the opportunities and constraints for each of the options and ask for preferences, ideally capturing reasons behind the preferred option(s). The material should be visually clear, as simple as possible and avoid jargon. Capturing preferences can be done through questions, sticky notes on preferred options, feedback forms and comment boxes.

There may be choices to make between different options, e.g. allocating one large site or several small sites to meet housing need. The choice should be guided by, tested against the vision and objectives of the General Plan and neighborhood area plans.

Landowner engagement

Landowners, developers and site promoters should be engaged at the early stages of the site allocation process. This would include asking them to identify potential sites for development (as part of a Call for Sites) and establish which sites are available, to identify any constraints to development, and to identify how much development is likely to be proposed on each site and to work constructively to achieve the development objectives of the plan. Results of the site assessment and the preferred options should also be shared to allow representations to be made, and can highlight any issues such as viability and help to establish the timescales for delivery of development. It may also uncover additional sites that had not been identified in the Call for Sites process which should be considered, if possible.

Local Planning Authority (Council, Commissions, Municipal authorities as appropriate)

The LPA has a statutory duty to support and constructively engage with the community throughout the neighborhood plan process. Site assessments, preferred options and proposed allocations should all be discussed with the LPA. It is crucial that the LPA supports the policies in the draft plan as they must decide if the plan meets the required basic conditions and, once the plan is made, will be responsible for implementing the policies.

The results should also be discussed with the LPA as well as supporting evidence to ensure that the emerging preferred sites are aligned as much as possible with the other documents that make up the development framework for the neighborhood area, including the adopted local plan and any emerging policies.

Following the steps above should result in one or more sites being identified as the most appropriate option to allocate in the neighborhood plan to meet the identified development need, e.g. for housing or community use. This will form the basis of the site allocation policies that should be presented in the draft plan.

Part 2: Site Allocations

A neighborhood plan has the opportunity to influence where development takes place and where it is restricted. This means indicating locations or sites within a neighborhood area where future development is supported by the community. This can include housing, retail, employment, community use, or mixed use.

The neighborhood plan can also identify and designate green spaces valued by the community as local green spaces for protection from inappropriate development. These allocations and designations must be supported by evidence that they are necessary and that they are the right locations having considered all options.

This section sets out how site allocations should be presented in a neighborhood plan. It also provides examples of what different types of site allocations might look like.

Site allocations

Allocations are sites clearly outlined with a site boundary on a map with an accompanying site allocation policy in the plan setting out, as a minimum, the proposed land use and the quantum of development appropriate for the site.

Additional information to add could include preferred access arrangements or on-site mitigation measures to overcome constraints identified during the site assessment stage, for example flood protection measures or landscaping, open space, biodiversity or conservation measures. It can also include design parameters or design principles that the community wishes to establish. This can be linked to a neighborhood plan design guide, design code or masterplan.

The purpose of a site allocation for both landowner/ developer and community

A site allocation can be used to shape development in a neighborhood area and is also an important tool to communicate expectations and aspirations.

For a community, it can be a way of understanding and expressing the shared vision and objectives of the residents and businesses living and working in a neighborhood area. It can be a way of communicating the levels of development and supporting infrastructure that would be accepted in an area and the design principles that should be followed.

For a landowner or developer, it provides certainty over what is expected from development, including the design and community facilities that are sought through new development.

Writing site allocation policies for the neighborhood plan

The way site allocations are presented in a neighborhood plan depends on the style of the plan and the complexity of the allocations. For a basic site allocation, the proposed land use and quantum of development allocated is sufficient. For a more complex allocation a site-specific development or design brief can be included to supplement the policies.

Site allocation policies can include design principles, which may be informed by constraints and opportunities identified at the site assessment stage, depending on how much influence the community wishes to have on the development that comes forward on the site.

As a general rule the principle should be detailed enough to ensure the development that comes forward is in line with community aspirations but not so onerous that delivery of the site becomes unviable for a development. Examples of different types of design principles would be:

Basic – site boundary, quantum of development and proposed land use;

Medium – the above plus access arrangements, development area, any landscape requirements;

Detailed - the above plus principal vehicular route, building frontage, public open space, building heights, materials. This can be presented as a site-specific design or development brief.

As set out above a site allocation policy must include the site boundary, the proposed land use and the quantum of development appropriate for the site. Any other detail is at the neighborhood planning group's discretion but should be informed by evidence (including evidence that its inclusion would not make the site financially unviable).

Site allocation policies should be clearly written, concise and unambiguous. They should also be site-specific rather than generic. They should be positively worded (for example “Development will be supported where it meets the following principles...”) and should not promote less development than set out in the local plan or undermine its strategic policies. More details can be found in our Writing planning policies toolkit.

Site allocations and policies will form part of the development plan for the local authority area, so clear and accurate mapping is necessary for the for inclusion in the general Plan or local area neighborhood plan future land use maps or adopted zoning overlays.

Design

The site allocation policy is an opportunity to set out the expected site-specific design principles new development should have regard to, to encourage development that respects and enhances the local character and setting. This can include:

- Development density;
- Development layout on the site;
- The form, scale, massing and heights of buildings;
- Enclosure and definition of streets and spaces;
- Movement networks for vehicles and pedestrians (permeability and connectivity);
- The location and use of key spaces and the public realm.

A site allocation should include the amount of development that would be permitted within the site boundary, as well as any areas that should be protected from development e.g. due to flood risk or for landscaping.

There are a number of ways to establish the development potential for a site. In some cases, landowners or site promoters will already have carried out a design exercise such as a masterplan or design brief.

In the absence of any existing design work or other capacity estimates, the following approach can be used to establish an appropriate density:

Exclude any parts of the site that are not developable e.g. areas in Flood Zones, areas with an environmental designation or mature trees.

Reduce the site area by the proportion shown below, depending on the size of the site. This allows land to be set aside for supporting infrastructure such as play areas and open space. The amount of non-development space needed is higher for larger sites than smaller sites as the infrastructure requirements will increase.

Once the reduced site area (known as the net developable area) has been established, apply an appropriate development density to the site.

Site size	Net developable Area
Up to one acre	90%

One to five acres	80%
Five to twenty five acres	75%
Over twenty five acres	50%

Calculated capacities are likely to be indicative only and more detailed design work would allow consideration of site specific opportunities and constraints (meaning that the eventual site capacity may increase or decrease).

Once the location of development and site capacity has been established, consideration should be given to the timescales for delivery of development. This will help to ensure that development takes place in accordance with the plan's strategy and that there will be a continuity of housing supply.

The phase that a site is placed in will depend on the size of the site, whether there is a developer already engaged in the process and whether there are any constraints that would need to be resolved that may delay the construction of the development.

Small sites (up to 20 homes) with few constraints and which have a developer on board may be phased in the 0-3 year time band. Larger sites (up to 50 homes) or sites with constraints that would need to be mitigated or resolved before development, such as access limitations, could be placed in the 4-7 year phase. Sites which have significant constraints, for example that are dependent on infrastructure provision such as a new road, or very large sites will be phased in the later timescale and possibly spread across several time bands.

The plan objectives may be to prioritize brownfield allocations over greenfield sites in order to make the best use of land. Therefore, these sites should be phased as early as possible. However, any brownfield allocations where little developer interest is evident, or with unresolved constraints, may have to be put back to a later phase.

Sites can also be allocated as 'reserve' or contingency sites, which would only come forward if allocated sites prove to be undeliverable due to unforeseen constraints.

Testing your site allocation policies

Once preferred sites have been selected, it is helpful to ask the following questions to test that the most appropriate sites have been chosen, that this can be justified, and that the selected sites can meet the identified development need, e.g. a housing requirement:

- How can you demonstrate the site(s) are suitable?
- How can you demonstrate site(s) are available?
- How can you demonstrate site(s) are achievable (i.e. economically viable)?

- Is it clear how the site(s) have been selected as the best option over alternatives?
- Are the proposals aligned with the adopted local plan and do they have regard to any emerging or draft local plan documents, including the local plan evidence base?

Final checklist

Have a reasonable number of people been involved in site assessments and have they declared any relevant interests from the outset? Have the same people been involved in assessing all sites?

Have previously identified sites within the existing General Plan and local area neighborhood plans been included in the assessment? Have current planning applications been included? Has the location of local plan allocations and sites with planning permission been identified?

Have the preferred sites been assessed to ensure they are suitable, available and achievable i.e. viable?

If adding unique local criteria to the site assessment, are they fair? Avoid criteria that will only discriminate against one site. Has the same criteria and rating method been used for each site?

Is there a clear record of why sites have been rejected, shortlisted or become preferred sites?

Has an initial or detailed environmental assessment been integrated into the site selection process?

Is the proposed amount of development, e.g. number of new homes, appropriate for the site?

Has the site selection process and its conclusions been properly communicated to local people, site owners, promoters and other stakeholders?

Have the reasons for the preferred sites been properly and effectively explained?



Housing Strategic Plan

Summit County
Council Workshop
June 4, 2025

Peter Barnes
Community Development Director
Jeffrey B. Jones, AICP
Economic Development & Housing Director



What is the Purpose of this Project?

- Evaluate the location and capacity to locate an additional 1,500 housing units in Summit County over the next ten (10) years.
- Visualize what form and scale of additional housing would be compatible within Summit County's communities.
- Identify existing zoning and policy barriers that will limit Summit County's housing production goal of 1,500 housing units.
- Provide recommendations regarding the distribution of units within Summit County.
- Introduce an Implementation Matrix based on Impact, Priority and Cost.

Summit County Housing Plan

In March 2025 Summit County Council established the goal of creating 1,500 new affordable and workforce housing units by the year 2035.

In 2023, during the County wide visioning exercise, “Our Summit” communities in the Snyderville Basin and Eastern Summit County, North and South, voted on the top three improvements that could be made to their communities:

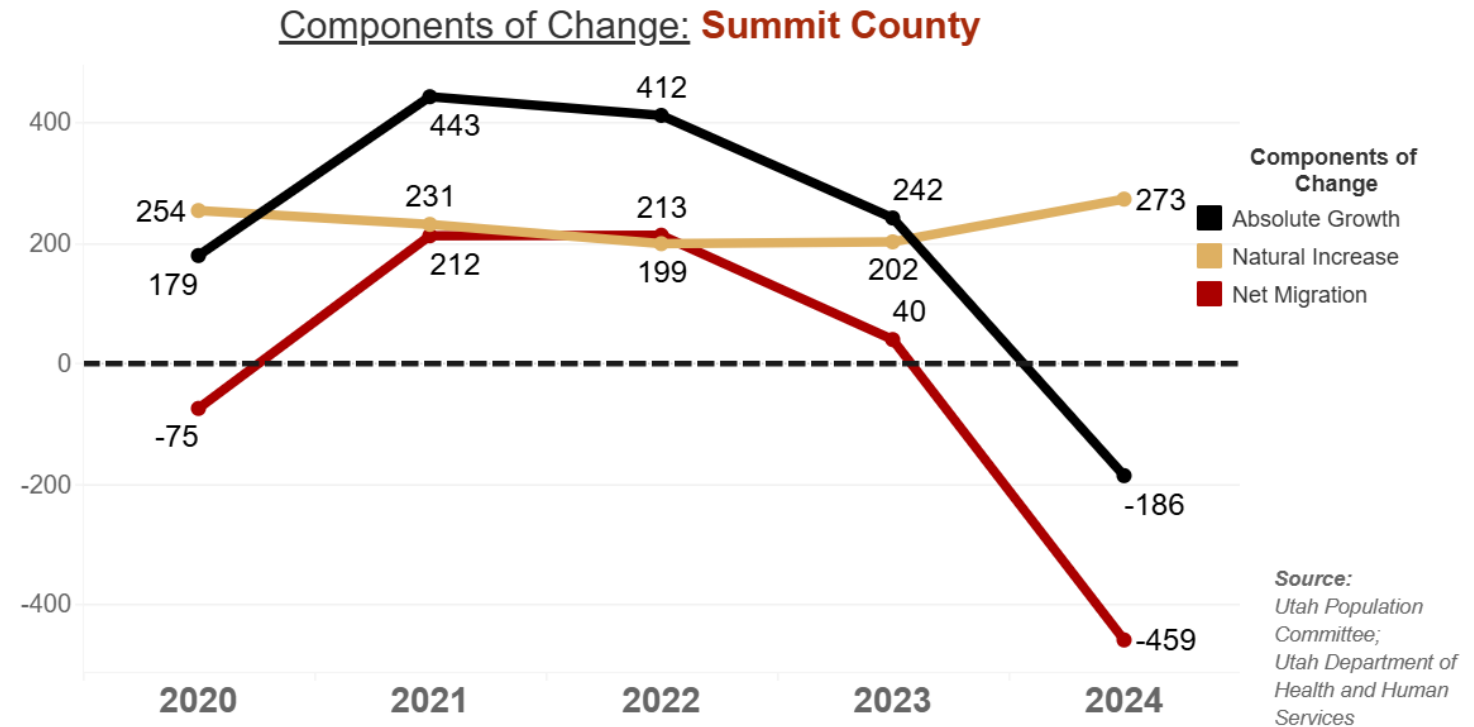
“Housing options (such as low-income, affordable, senior living)” appeared in all three, as did ***“Elements that promote community character (such as Main Streets, landscaping, open space, agricultural preservation)”***.

Summit County recognizes the critical need to expand the supply of affordable, workforce, and mixed-income housing to ensure that residents and workers can live in, or with easy access to, the communities they serve.

This housing promoted by ***this plan is intended to support local workers, families, seniors, and residents with varying income levels***, contributing to economic sustainability, community vitality, and reduced commuting impacts. Units are distributed between the Snyderville Basin and Eastern Summit County Planning Districts, with a focus on equitable access, sustainability, and preservation of community character.

Population Growth & Components of Growth

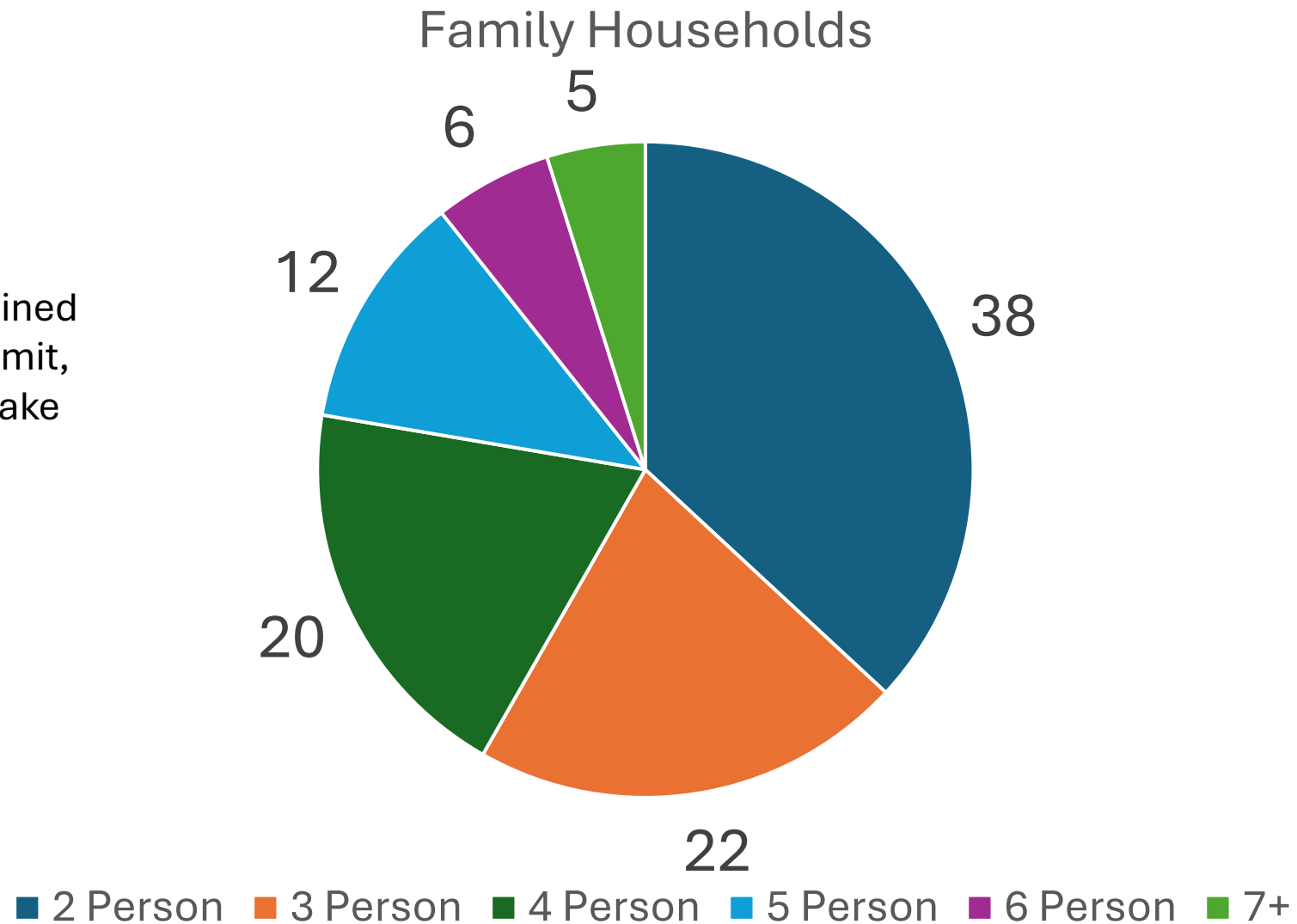
	Total Population	Natural Increase	Net Migration	Absolute Growth	Percent Growth
2020	42,394	254	-75	179	0.42%
2021	42,837	231	212	443	1.05%
2022	43,249	199	213	412	0.96%
2023	43,491	202	40	242	0.56%
2024	43,304	273	-459	-186	-0.43%



Source: Kem C Gardner Policy Institute, Feb 2025

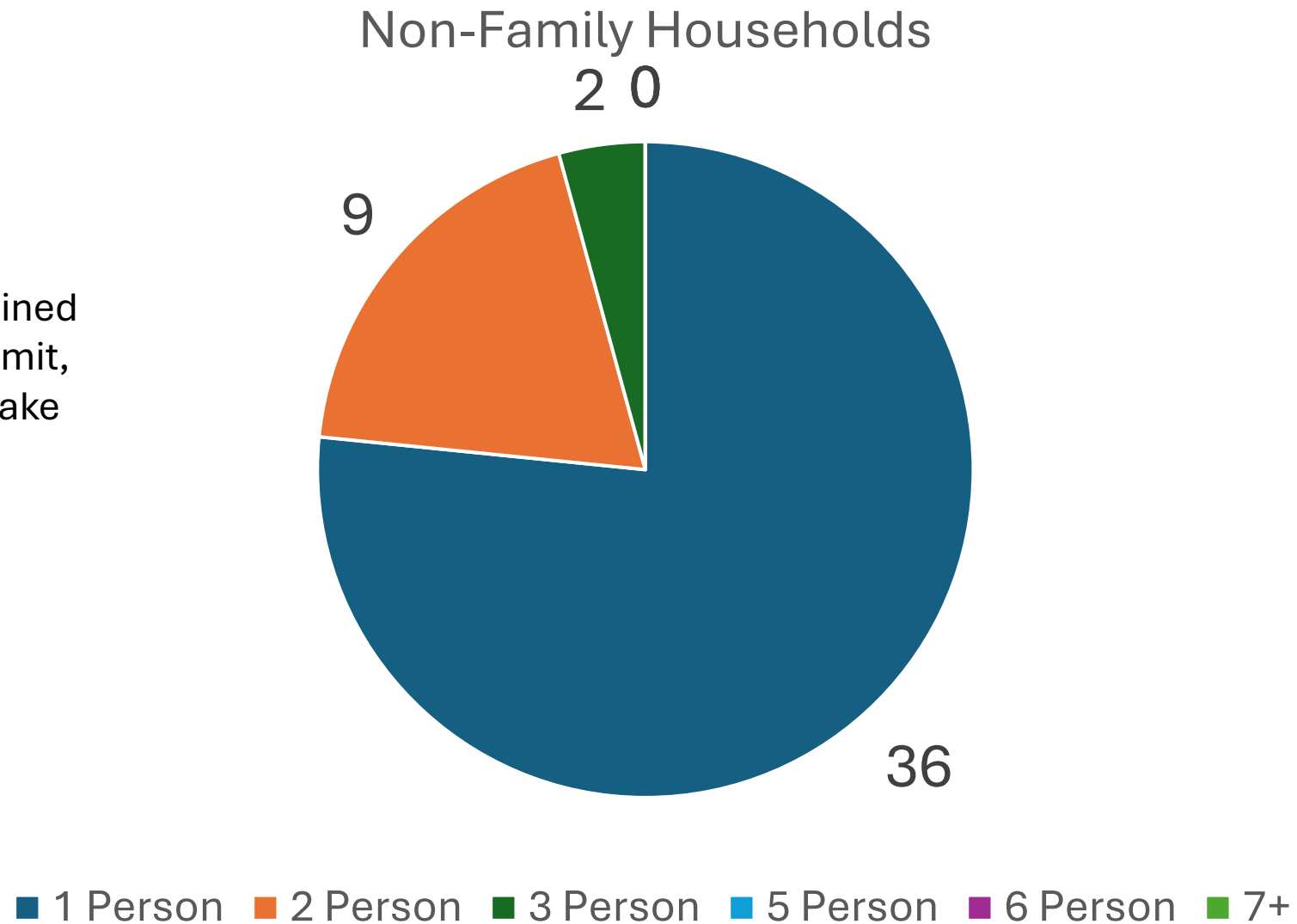
Family Households = 103

Based on the combined households of Summit, Wasatch and Salt Lake County.



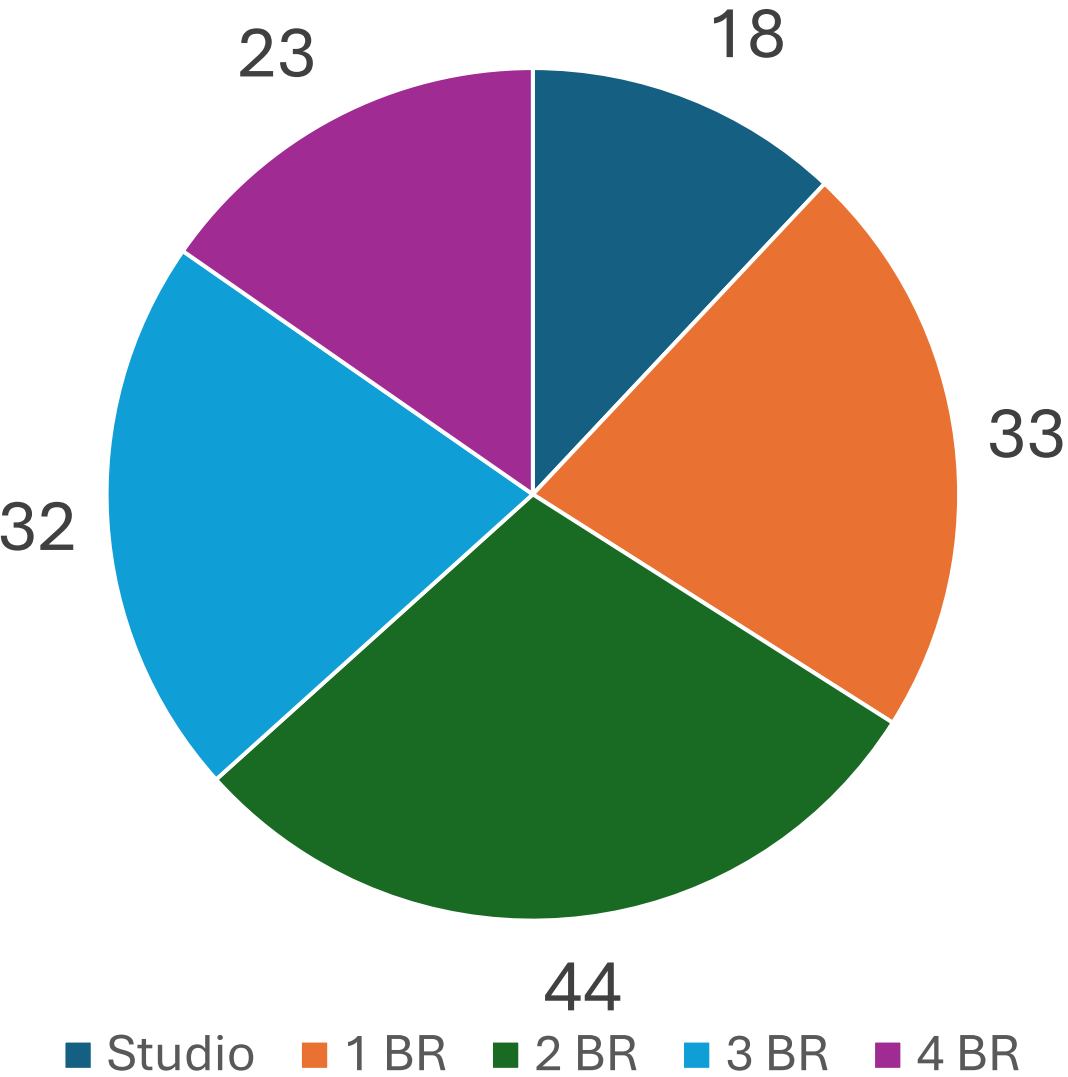
Non-Family Households = 47

Based on the combined households of Summit, Wasatch and Salt Lake County.

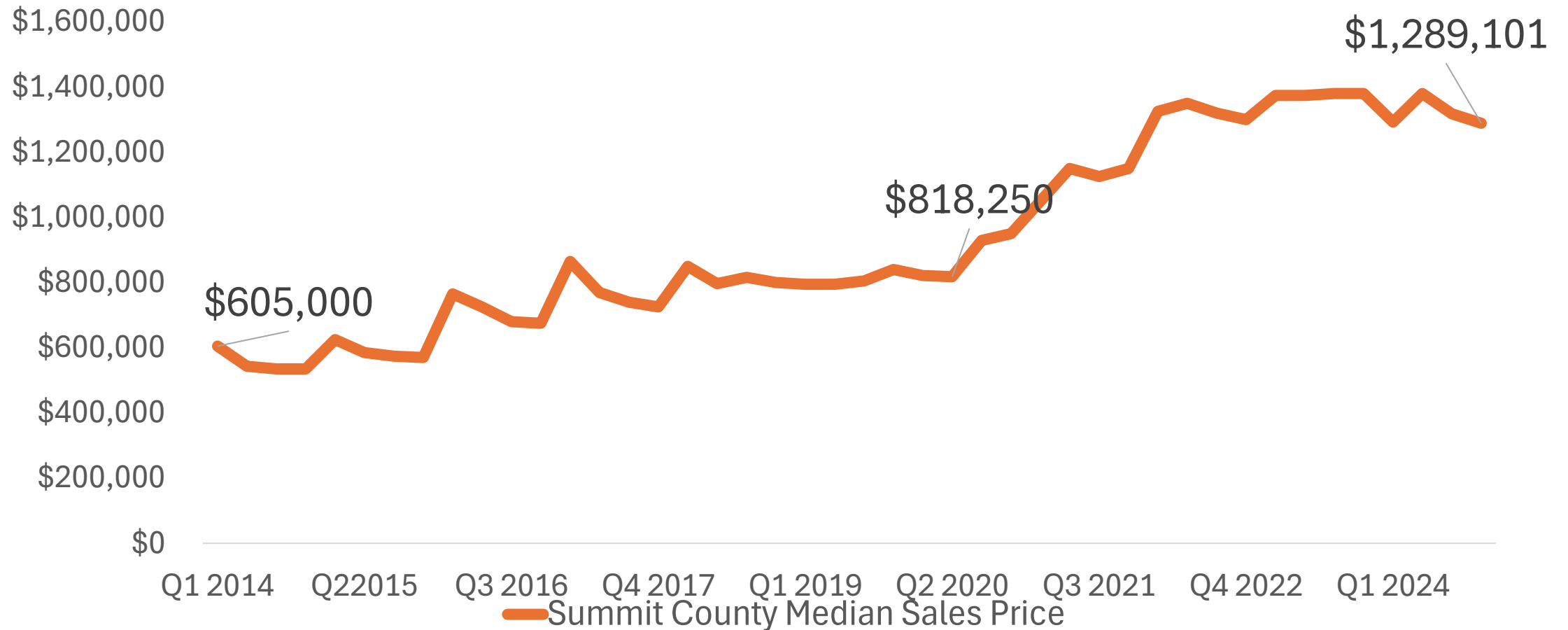


Unit by Number of Bedrooms

Based on the combined family and non-family household data for Summit, Wasatch and Salt Lake County.

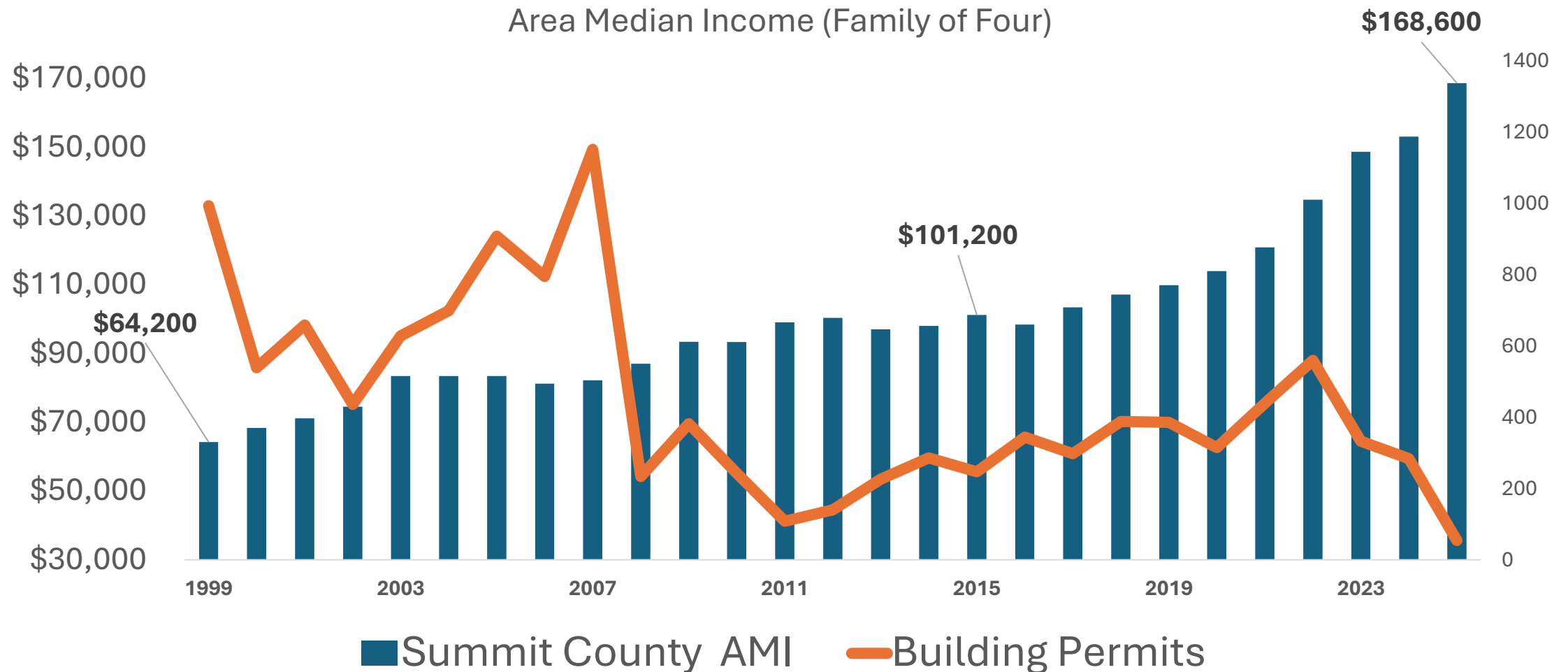


Median Sales Price – Summit County



Source: Utah Association of Realtors

Changes in Area Median Income (AMI)/Permits



Source: HUD/Kem C Gardner Policy Institute/Summit County Assessor

Maximum Home Price by Unit Size

Based on Summit County AMI of \$168,800 (family of four)

Max Home Price (2025)	50% AMI	60% AMI	70% AMI	80% AMI	90% AMI	100% AMI	110% AMI	120% AMI	130% AMI	140% AMI
Studio	\$158,000	\$198,000	\$242,000	\$282,000	\$326,000	\$370,000	\$410,000	\$451,000	\$494,000	\$536,000
1BR	\$185,000	\$234,000	\$283,000	\$330,000	\$378,000	\$430,000	\$474,000	\$526,000	\$574,000	\$620,000
2BR	\$220,000	\$269,000	\$328,000	\$381,000	\$432,000	\$489,000	\$540,000	\$598,000	\$650,000	\$704,000
3 BR	\$250,000	\$305,000	\$370,000	\$426,000	\$486,000	\$547,000	\$595,000	\$668,000	\$730,000	\$790,000
4 BR	\$272,000	\$335,000	\$400,000	\$468,000	\$529,000	\$598,000	\$659,000	\$726,000	\$789,000	\$854,000

\$300 HOA fees

Insurance

PMI

Property Tax

5% down payment

.0625% FirstHome Interest Rate

Maximum Rent by Unit Size

		Based on Summit County AMI of \$168,800 (family of four)											
Max Rent (2025)		30% AMI	40% AMI	50% AMI	60% AMI	70% AMI	80% AMI	90% AMI	100% AMI	110% AMI	120% AMI	130% AMI	140% AMI
	Studio	\$885	\$1,180	\$1,475	\$1,770	\$2,065	\$2,360	\$2,655	\$2,950	\$3,245	\$3,540	\$3,835	\$4,130
	1BR	\$1,012	\$1,349	\$1,686	\$2,024	\$2,361	\$2,698	\$3,035	\$3,373	\$3,709	\$4,047	\$4,384	\$4,721
	2BR	\$1,138	\$1,517	\$1,896	\$2,275	\$2,655	\$3,034	\$3,413	\$3,792	\$4,171	\$4,551	\$4,930	\$5,309
	3 BR	\$1,265	\$1,821	\$2,276	\$2,529	\$2,950	\$3,372	\$3,793	\$4,215	\$4,636	\$5,058	\$5,479	\$5,901
	4 BR	\$1,467	\$1,956	\$2,445	\$2,731	\$3,186	\$3,642	\$4,097	\$4,552	\$5,007	\$5,463	\$5,918	\$6,373

<=30% AMI, \$35,400

- Personal Care and Service Workers
- Food Preparation Workers
- Locker Room, Coatroom, and Dressing Room Attendants
- Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop
- Hairdressers, Hairstylists, and Cosmetologists

<=40% AMI, \$47,200

- Stockers and Order Fillers
- Audio and Video Technicians
- Office Clerks, General
- Cement Masons and Concrete Finishers
- Carpet Installers

<=50% AMI, \$59,000

- Industrial Machinery Mechanics
- Fundraisers
- Property Appraisers and Assessors
- Automotive Body and Related Repairers
- Bookkeeping, Accounting, and Auditing Clerks

<=60% AMI, \$70,800

- Telecommunications Equipment Installers and Repairers, Except Line Installers
- Athletic Trainers
- Surgical Technologists
- Chefs and Head Cooks
- Water and Wastewater Treatment Plant and System Operators

<=80% AMI, \$94,400

- Producers and Directors
- First-Line Supervisors of Firefighting and Prevention Workers
- Credit Analysts
- Registered Nurses
- Speech-Language Pathologists

<=100% AMI, \$118,000

- Electrical Engineers
- Computer Systems Analysts
- Data Scientists
- First-Line Supervisors of Police and Detectives
- Mechanical Engineers

<=120% AMI, \$141,600

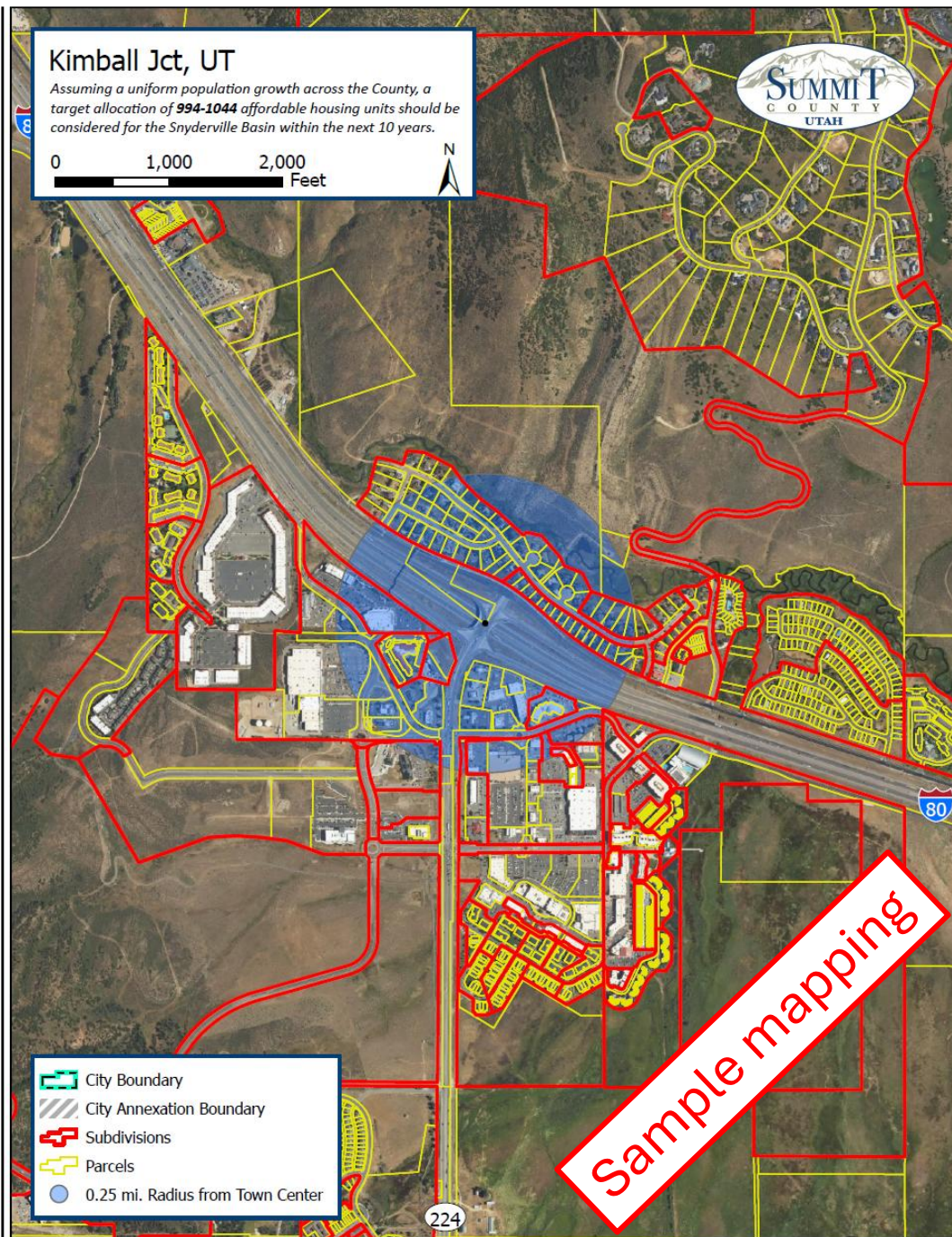
- Physician Assistants
- Computer Hardware Engineers
- Education Administrators, Kindergarten through Secondary
- Software Developers
- Human Resources Managers

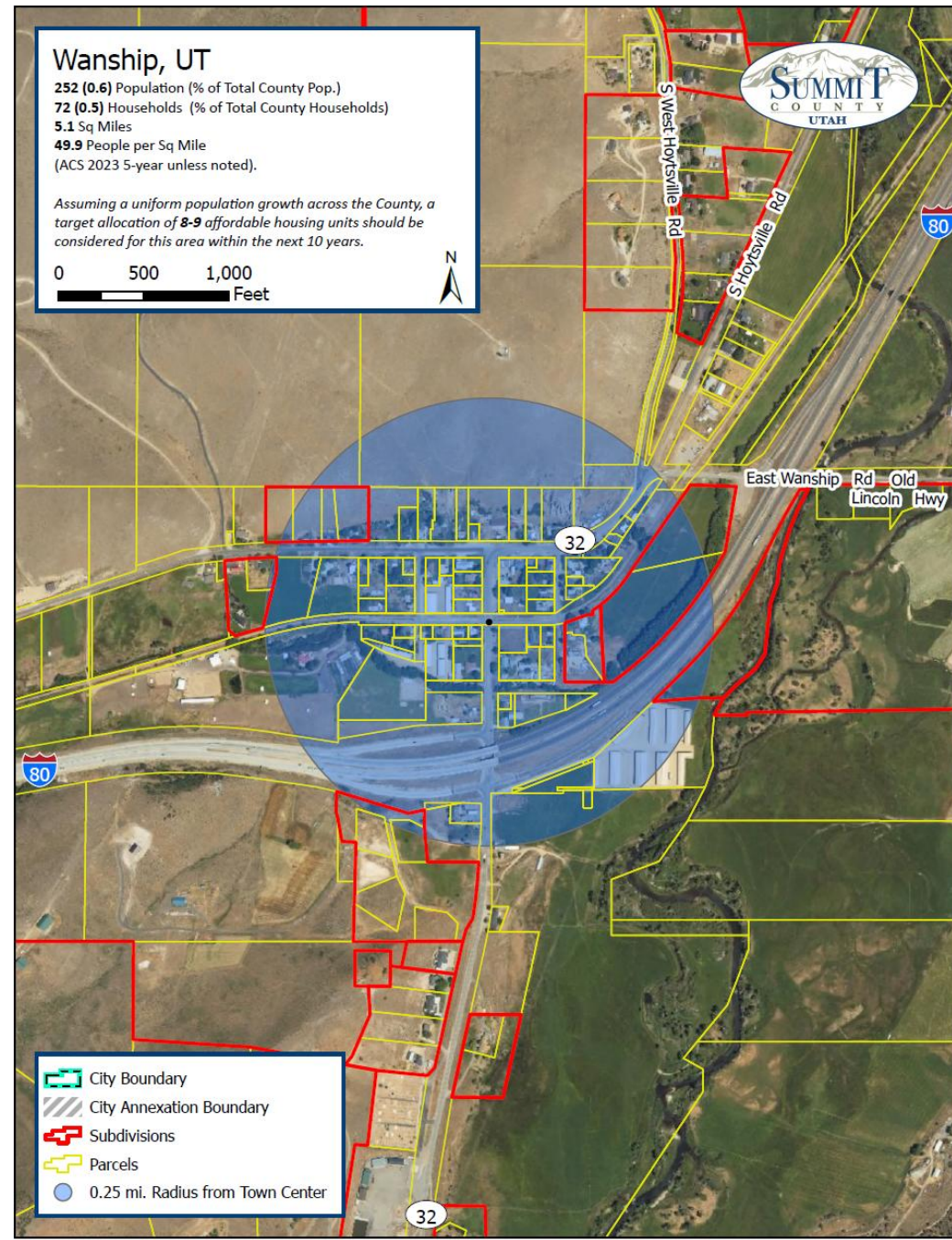
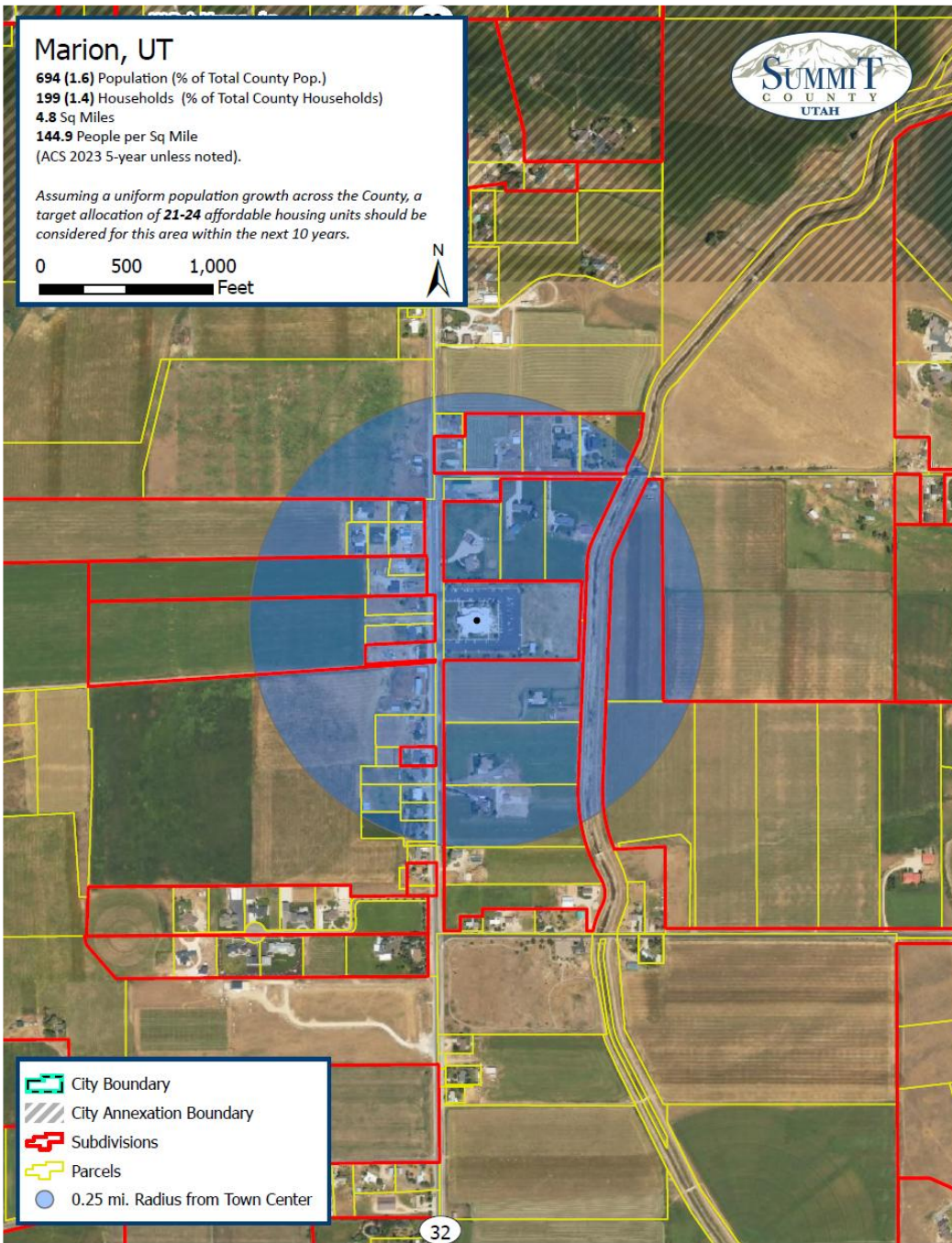
Area	Population	Households	PPHH	Sq M	PPSM	Distribution
Summit County	42,709 (100)	14,477(100)	2.9	1871	22.8	1500
	(2023 ACS data)					
Basin	ppl (%)	HH (%)				
Summit Park	8545 (20)	2845 (19.7)	3	13.5	632.4	296-300
Snyderville	6143 (14.4)	2331 (16.1)	2.6	10.9	565.3	216-242
Silver Summit	1574 (3.7)	553 (3.8)	2.9	11.2	140.1	56-57
East Basin	3613 (8.5)	1037 (7.2)	3.4	9	401.5	108-128
Park City	8365 (19.6)	3280 (22.7)	2.5	22.3	375.7	294-341
	66%	70%	2.9 Ave		423 Ave	994-1044
East Side						
Henefer	855 (2.0)	272 (1.9)	3.1	2.5	346.8	29-30
Echo	134 (0.3)	54 (0.4)	2.5	0.8	163.9	5-6
Coalville	1915 (4.5)	526 (3.6)	3.6	6.2	310.3	54-68
Hoytsville	788 (1.8)	262 (1.8)	3	4.5	174.8	27-28
Wanship	252 (0.6)	72 (0.5)	3.2	5.1	49.9	8-9
Peoa	86 (0.2)	56 (0.4)	1.5	3.5	24.6	3-6
Oakley	1812 (4.2)	460 (3.2)	3.9	7.1	256.4	48-63
Marion	694 (1.6)	199 (1.4)	3.5	4.8	144.9	21-24
Kamas	2229 (5.2)	550 (3.8)	4	3.9	571.4	57-78
Francis	1797 (4.2)	508 (3.5)	3.5	3.9	466.1	53-63
Woodland	505 (1.1)	168 (1.2)	3	2.1	244	17-18
	26%	22%	3.2 Ave		250 Ave	327-388
Total 1321-1432						
Leaving 68-179 to be distributed 'at large'						

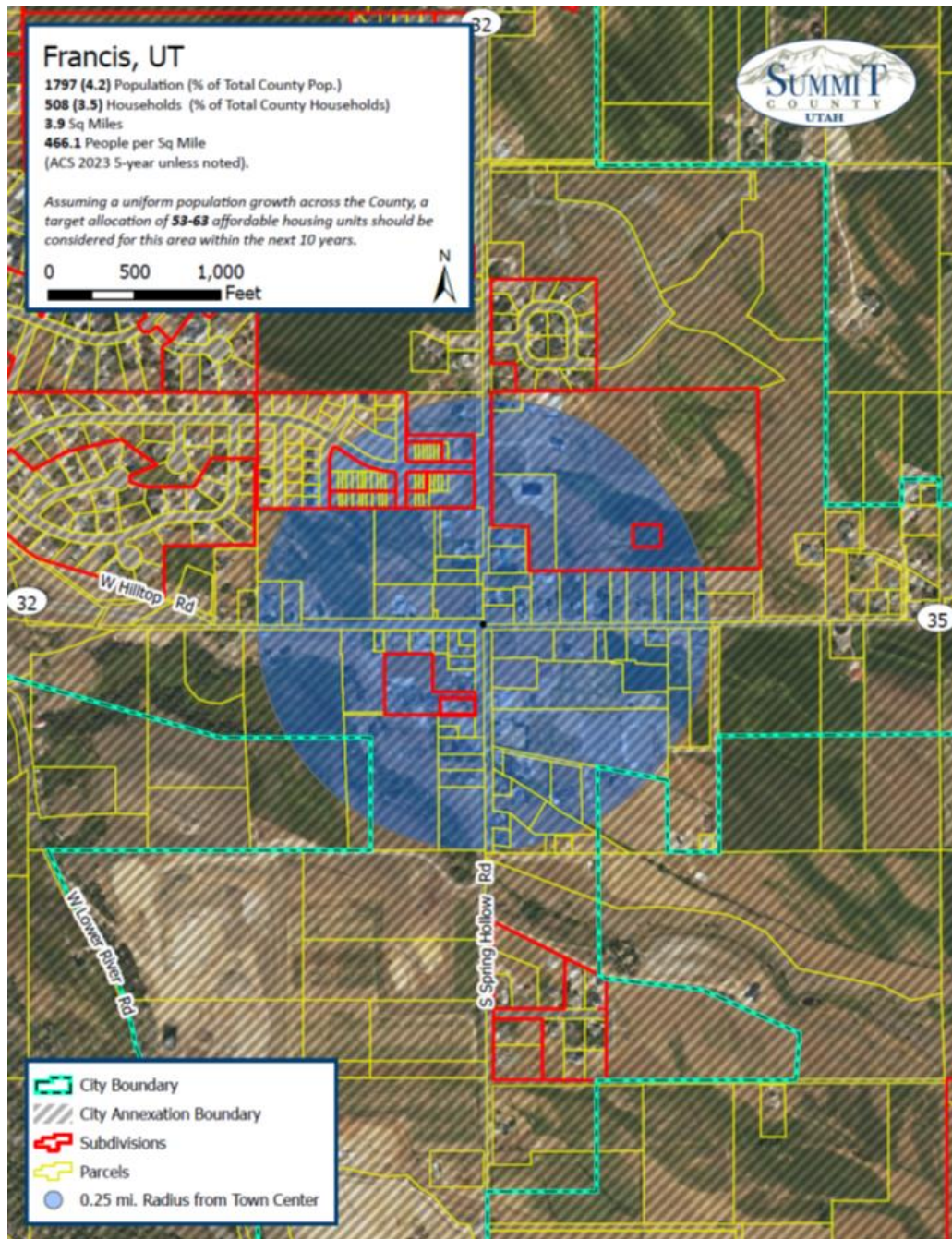
- Housing Unit Distribution
 - The 1,500-unit goal shall be allocated as follows:
 - Snyderville Basin Planning District: 1,000–1,100 units
 - Eastern Summit County Planning District: 400–500 units
-
- This distribution recognizes both employment proximity and existing infrastructure capacity, **particularly the limited water and sewer availability on the East Side.**
 - It also reflects a potential allocation of affordable units based on the existing distribution of population and households.

New affordable/workforce housing shall be prioritized in areas that meet the following criteria:

1. Proximity to employment centers, public transit, schools, and essential services
2. Existing or expandable water and sewer infrastructure
3. Municipal boundaries or adjacent parcels where infill development can occur
4. Environmental suitability, avoiding steep slopes, floodplains, and sensitive wildlife areas
5. Walkable access to community amenities and commercial centers







Eastern Summit County, Housing Strategic Plan

priority shall be given to infill projects and clustered rural housing solutions in the existing historic settlements of:

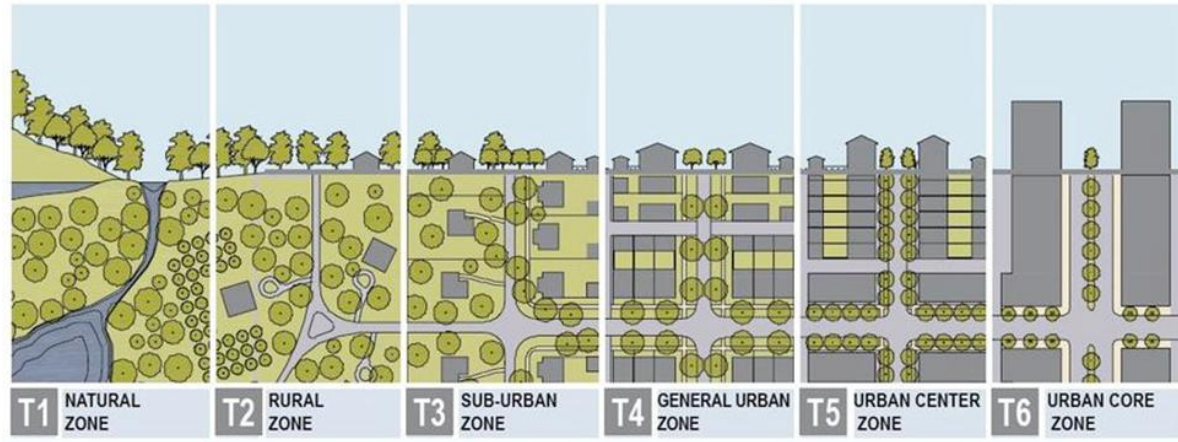
Echo
Upton
Hoytsville
Wanship
Peoa
Marion
Woodland

In addition, ***cooperative partnerships*** should be sought between the County and the towns of:

Coalville
Henefer
Kamas
Oakley

thereby helping to provide affordable units in these areas and take advantage of existing infrastructure.

Context: Place Type



Transect by Andres Duany & Elizabeth PlaterZyberk – DPZ

Village Residential Use

Land Use Mix

Residential	74%
Employment	0%
Mixed Use	1%
Open Space/Civic	26%

Built Environment

Intersections per mi2	180
Average Floors	3
Floors Range	2-5
Total Net FAR	0.9

Gross Density Range (per acre)

Household	8-12
Employee	0-5

Residential Mix

SF Large Lot	26%
SF Small Lot	26%
Townhome	49%
MultiFamily	0%

Employment Mix

Office	100%
Retail	0%
Industrial	0%

Average Density (per acre)

Household	10
Employee	2

Neighborhood characteristics: Containing a mix of single-family homes on small lots and townhomes, Village Residential is characterized by traditional neighborhoods, designed to be supportive of transit service, walking and bicycling. Typical buildings are 2-3 stories tall, with small yards and an active focus on the public realm.

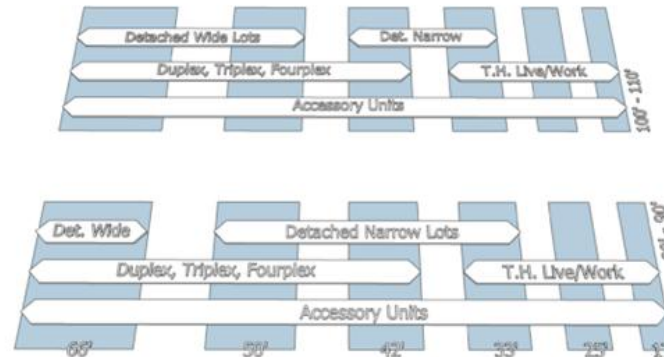
Place Types and Common Characteristics

Within each Transect zone, different place types can also exist. Many statistical models of place types have been developed. These are normally based on analyses of similarly described projects across the US (similar models exist in Europe, especially for transit developments). These models can be used for initial estimates of planning impacts; number of units, jobs housing balance, traffic impacts etc.

The Density Question

Context: Unit Type

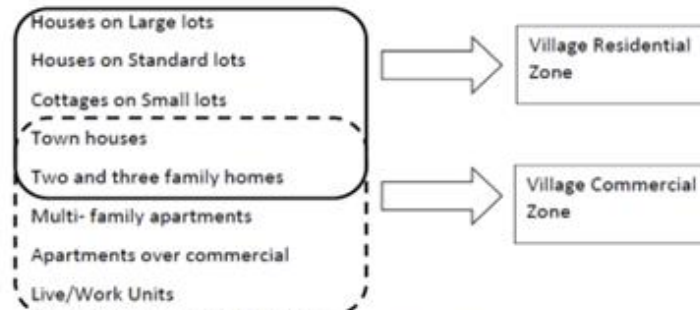
Type	Lot W x D Front access : Alley (Increased side setback)	Building W x L x H or SF	Density du/acre Net / gross (5' side yard) For increased side (12') setback use reduced density numbers
Cottage court	125 x 150 : 110 x 150 90% : 88%	24 x 35 x 15 (1 story) 6 @ 840 SF : 8 @ 840 SF	14/12 : 21/16 12.5/11 : 17/14
Courtyard	90 x 130 : 85 x 110 86%	67 x 47 x 22 (2 story) 7 @ 667 SF : 6 @ 778 SF	26/21 : 28/21 22.5/18 : 24/18
Duplex s/s	55 x 110 : 50 x 110 80% : 78%	36 x 34 x 14 (1 story) 2 @ 612 SF unit	14/11 : 17/12 11/9 : 13/9
Duplex o/u	45 x 115 : 35 x 100 76% : 71%	24 x 42 x 21 (2 story) 2 @ 1008 SF unit	16/13 : 25/18 12/10 : 18/13
Triplex o/u	45 x 115 : 40 x 105 76% : 74%	24 x 42 x 30 (3 story) 3 @ 1008 SF unit	25/20 : 31/23 19/15 : 23/17
Fourplex s/s + o/u	60 x 130 : 50 x 120 81% : 78%	40 x 60 x 21 (2 story) 4 @ 1200 SF unit	22/18 : 29/22 18/14.5 : 22.5/17
Townhome	25 x 110	25 x 35 x 28 (2story) 1750 unit	16/12
Live /work	25 x 120	25 x 35 x 38 (3story) 1750 SF unit	15/11
Multiplex	105 x 135 : 95 x 115 88%	75 x 65 x 28 (2.5 story) 12 units @ 765 SF	37/30 : 48/35 32.5/26.5 : 42/31



For each residential neighborhood aim for a minimum of 5% of each of at least five different housing types selected from:

- Houses on Large lots (> 70' wide)
- Houses on Standard lots (40' - 70' wide)
- Cottages on Small lots (30'-40' wide)
- Town houses
- Two and three family homes
- Multi- family apartments
- Apartments over commercial
- Live/work units

The design characteristics of specific building types will be better suited to different areas. Homes on large lots should be placed towards the edge of the residential area, while Live/work units might be clustered with commercial uses.



For example, a development proposal within the VR Zone might consist of:

- 5% Houses on Large Lots
- 50% Houses on Standard Lots
- 20% Cottages on Small Lots
- 20% Townhomes
- 5% Duplex and or Triplex units.



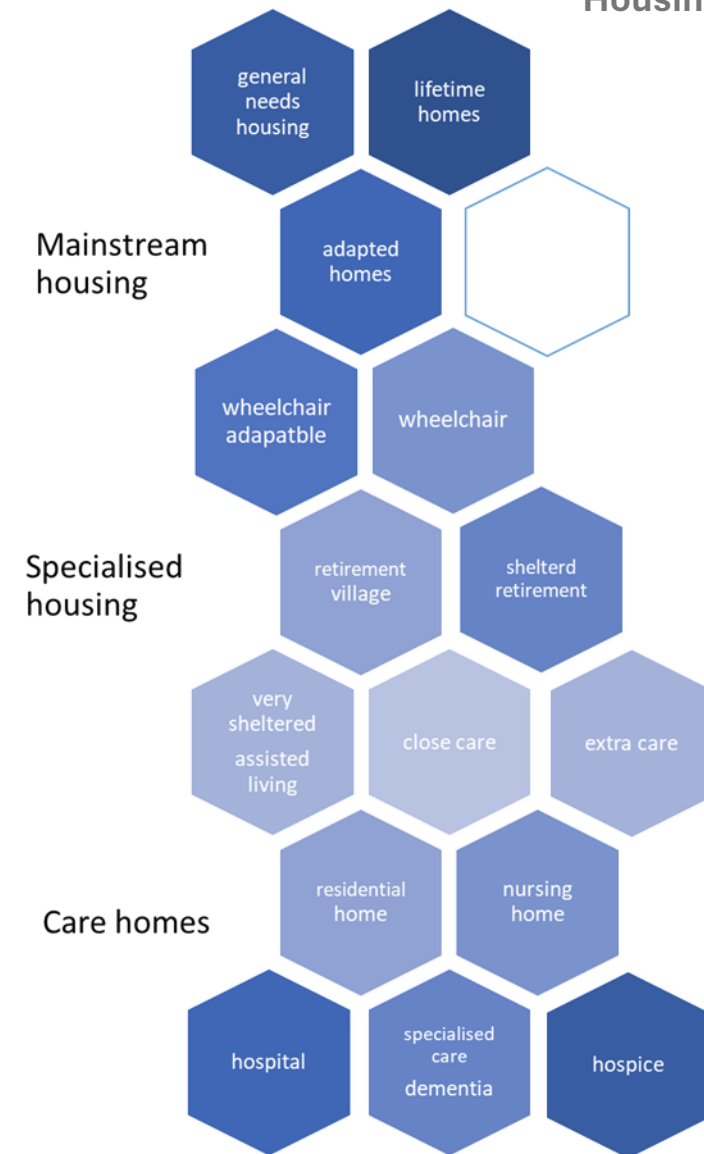
Single Family Detached: (front access typ)
Small Lot < 4000 SF 7/6 du/acre (<3300 SF use zero side yard or semi detached units)
Medium Lot 5000 SF 6/4 du/acre
Large Lot > 7000 SF du/acre 4/3 du/acre

Context – Use Specific

Rural Exception Sites

Rural exception sites seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection.

Rural exception sites are small sites used for affordable housing in perpetuity where sites might not normally be considered, i.e. sites that are located outside of, but well related to existing settlements and their services and facilities. Neighborhood development plans and future land use maps should include a planning policy that supports the principle of rural exception sites. A local area housing needs assessment can justify the need for the houses and their location outside the built-up area boundary/settlement boundary.



Spectrum of Senior housing

Site identification and assessment of suitability

Deliverable means development is achievable within the first five years of the plan period.

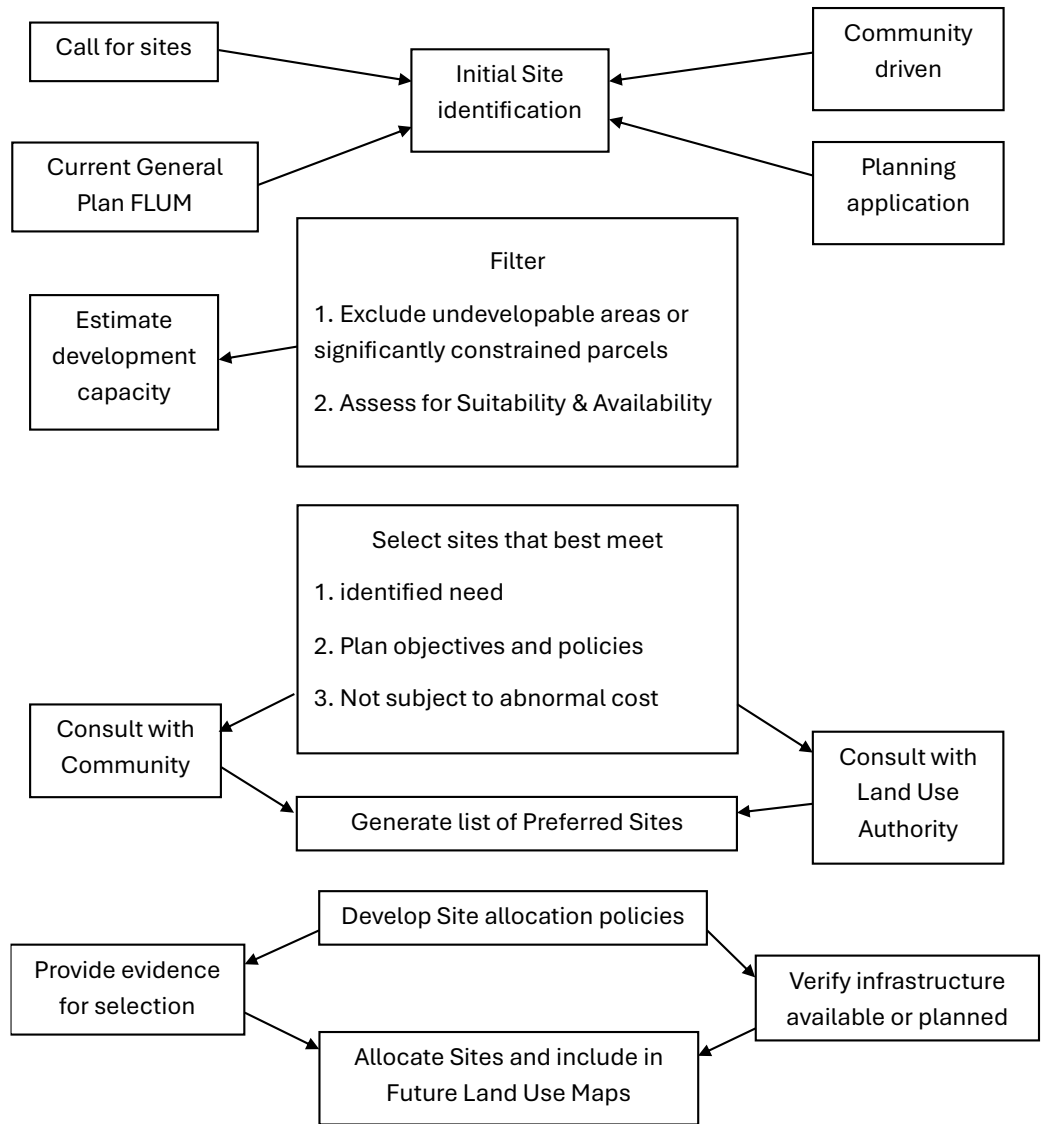
Suitable means land which does not have significant environmental, physical or policy constraints to development

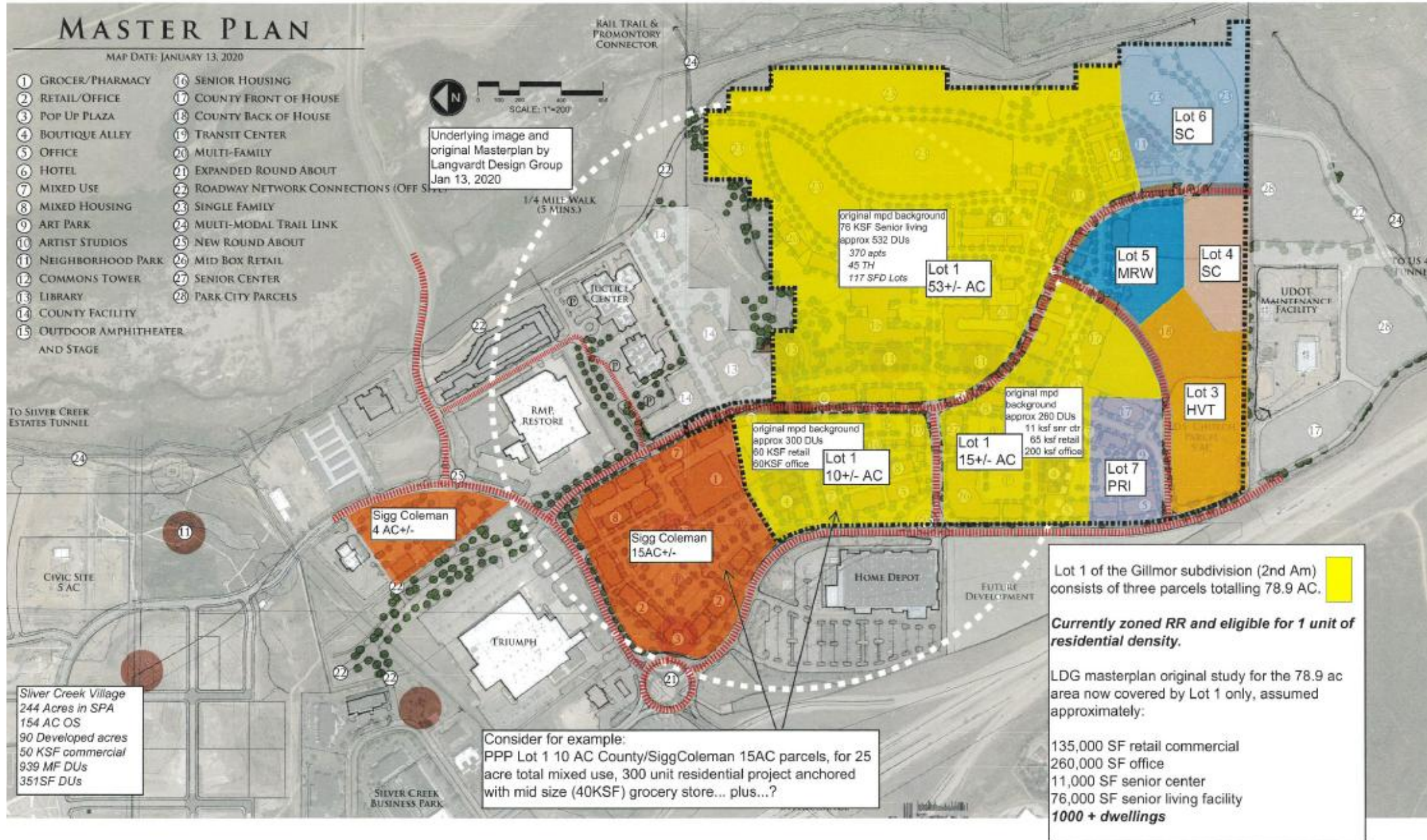
Available land is controlled by a developer or landowner who has expressed an intention to develop, or the landowner has expressed an intention to sell.

Economically viable

A site is considered **achievable** for development where there is a reasonable prospect that the particular type of development will be developed on the site at a particular point in time. This is essentially a judgement about the economic viability of a site, and the capacity of the developer alone or in partnership, to complete and let or sell the development over a certain period.

Site Assessment typical steps in process





Timeline

Housing Strategic Plan

- Phase 1: Years 1-2 (Foundational & Pilot Projects)
 - Target: 150-200 units initiated/completed.
- Phase 2: Years 3-6 (Scaling Up Production)
 - Target: 600-700 additional units initiated/completed.
- Phase 3: Years 7-10 (Sustained Development & Long-Term Management)
 - Target: 600-700 additional units initiated/completed, reaching the 1500-unit goal.

This strategic plan provides a roadmap. Flexibility, adaptive management, and sustained political will are crucial for its success. Summit County can make significant strides in addressing the significant shortage of affordable housing and building a more inclusive and sustainable community.

Is the Council prepared to Implement Pro-Housing Zoning Reforms.

- **Action:** Update zoning codes to allow for higher densities, reduced parking requirements (especially near transit), and a greater variety of housing types ("missing middle" housing like duplexes, triplexes, townhomes) in appropriate locations.
- **Action:** Create new Zones and or performance based overlay zones
- **Action:** Streamline the approval process for projects that include a significant percentage of affordable housing. Include performance based rezoning criteria.
- **Action:** Conduct an inventory of all county-owned and other publicly owned parcels, other than deed restricted open space parcels, identify those sites suitable for affordable housing development.
- **Action:** Explore partnerships with state, federal or other entities for potential land use agreements for workforce housing.



Richardson Flat Site Engineering Evaluation/Cost Analysis

Progress Update

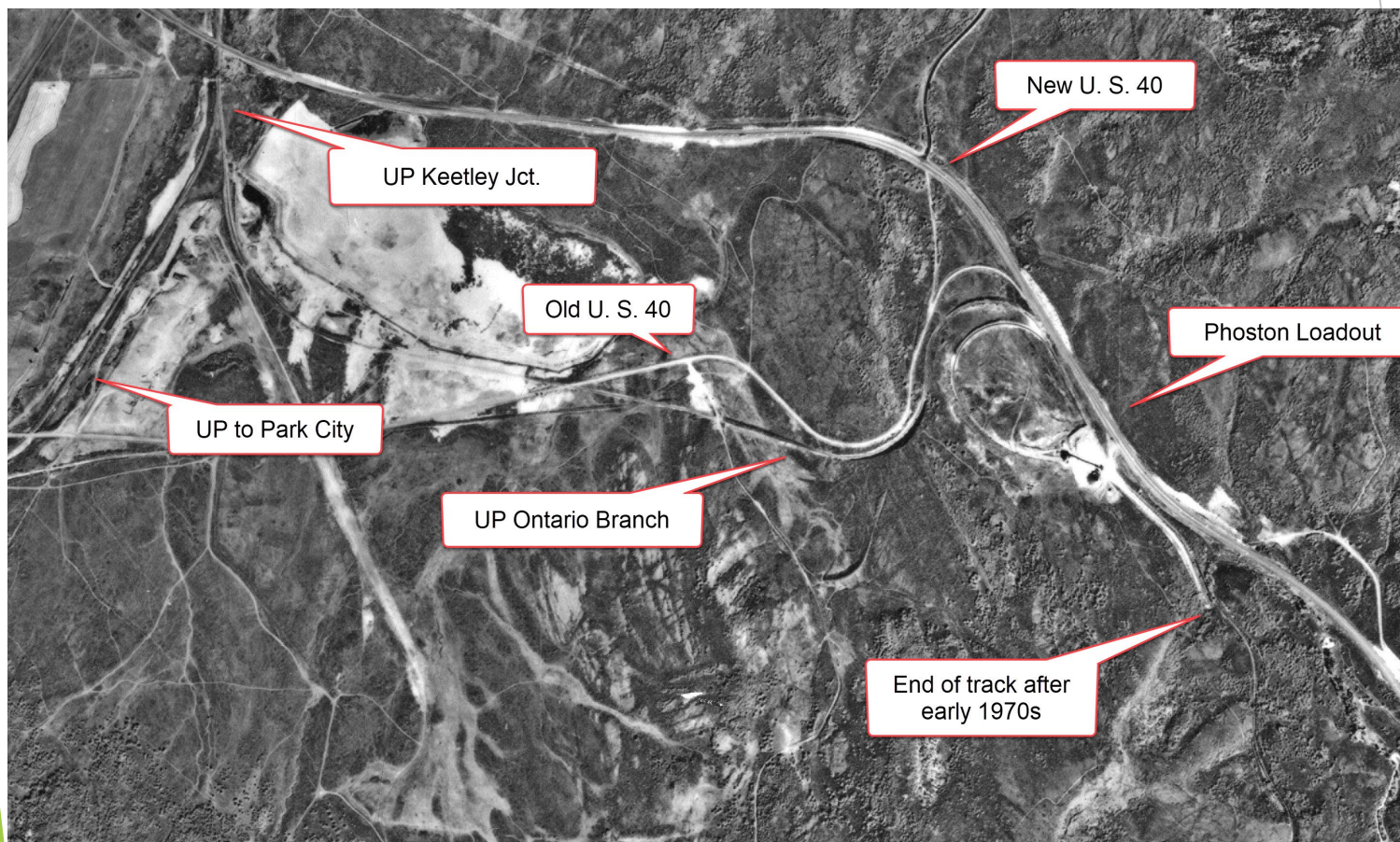
James Hou, Remedial Project Manager

LIFE IN THE ONTARIO MINE

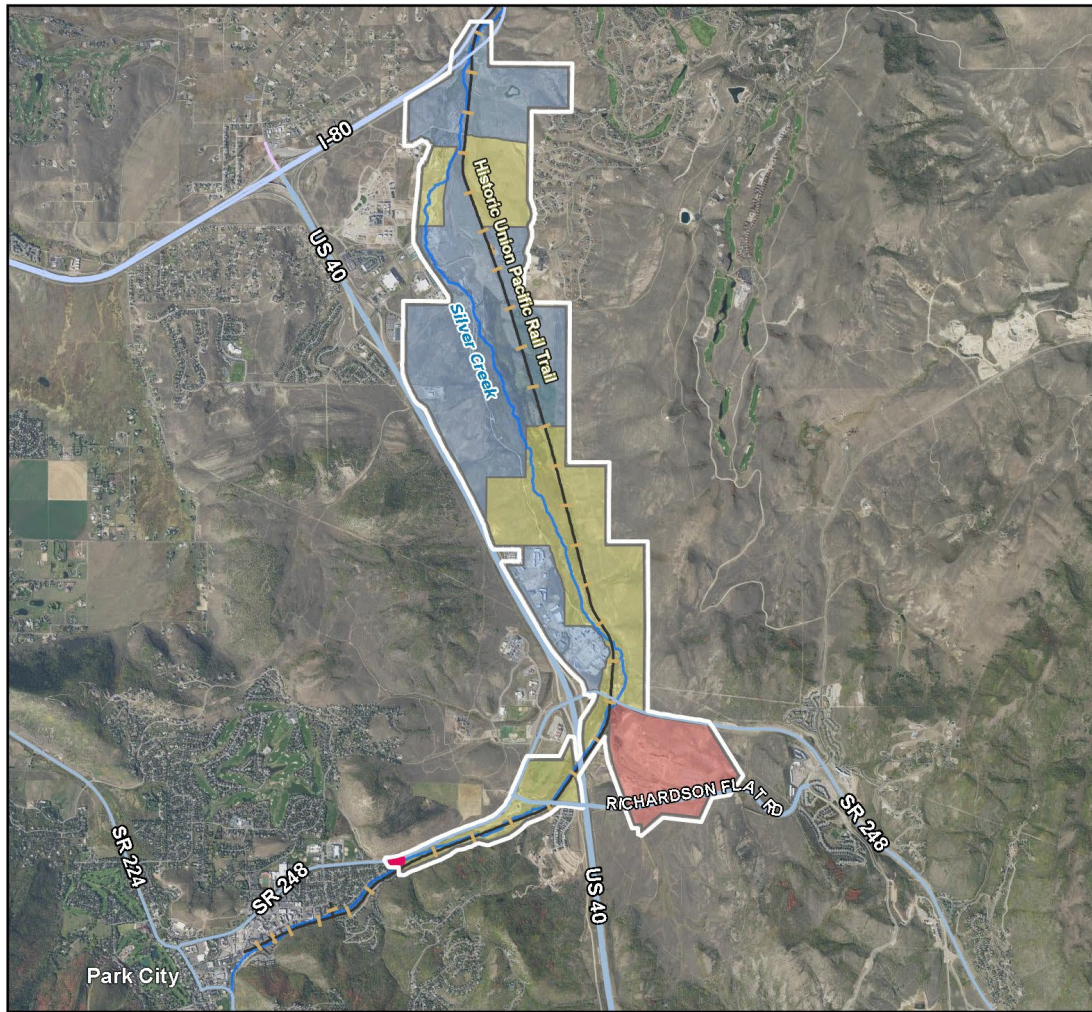


"Life in the Ontario Mine" by Paul Jakubowski

OPERABLE UNIT 1: HISTORICAL VIEW



RICHARDSON FLAT: OPERABLE UNITS



Richardson Flat Tailings Site

Summit County, Utah | May 2025

Legend

- Operable Unit 1
- Operable Unit 2
- Operable Unit 3
- Operable Unit 4
- Richardson Flat Tailings Site Boundary
- Rail Trail



0 0.5 1 1.5
Miles

Projection: NAD 1983 UTM Zone 12N
Data Source: Superfund, Utah
Division of Parks and Recreation, Esri,
NASA, USGS, FEMA
Disclaimer: This map and any
boundary lines within the map are
approximate and subject to change.
The map is not a survey. The map is
for informational purposes only

GTID0567

TAILINGS ALONG RAIL TRAIL AND IN FLOODPLAIN

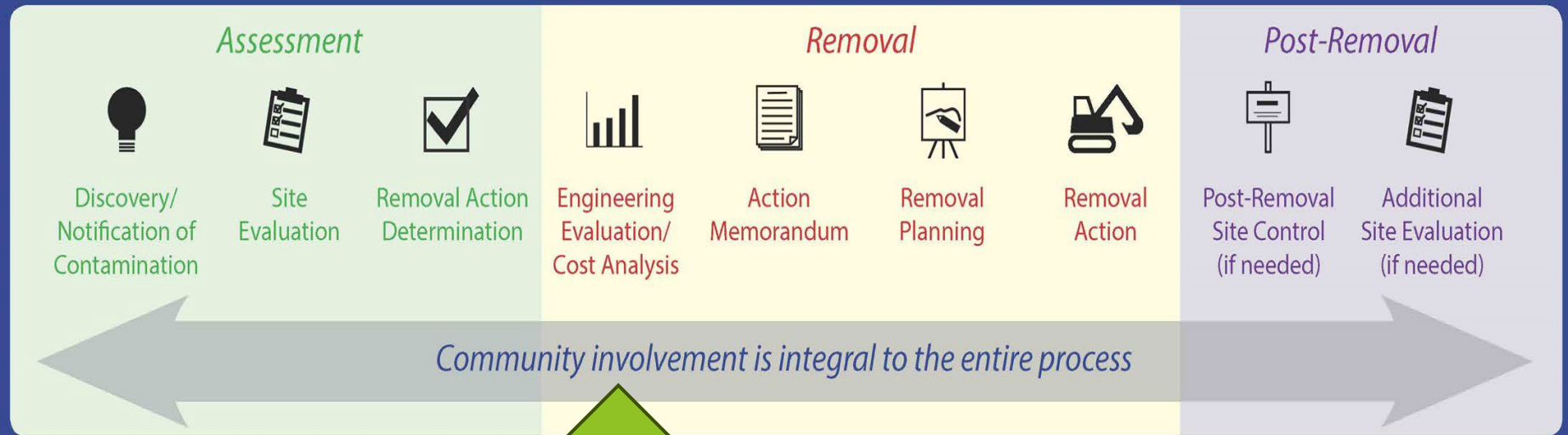


RICHARDSON FLAT SITE

Non-Time-Critical Removal Process

THE SUPERFUND REMOVAL PROCESS

NON-TIME-CRITICAL REMOVAL - GREATER THAN SIX-MONTH PLANNING PERIOD AVAILABLE



HOW TO KEEP IN TOUCH

EPA Richardson Flat Tailings Site website:

<http://www.epa.gov/superfund/richardson-flat>

Sign up for the Site email list online to receive most recent updates.

Contact Missy Haniewicz, EPA Community Involvement Coordinator, at haniewicz.missy@epa.gov, with questions.

RICHARDSON FLAT SITE

Key Contacts

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STAFF REPORT

To: Summit County Council
From: Jess Kirby, Land and Natural Resources Director
Date of Meeting: June 04, 2025
Type of Item: Work Session - Impacts of federal funding cuts on County operations

SUBJECT: Natural resource management challenges arising from the impact of federal policy shifts on grant funding for forest health, watershed resilience, and natural resource projects.

BACKGROUND: Recent policy changes under the current federal administration have introduced significant shifts in the federal approach to natural resource related funding and management. These changes are reshaping the priorities, availability, and administration of grants and capacity that support forest health, watershed resilience, and general natural resource management. This report outlines the key challenges and emerging opportunities for Summit County and our natural resource partners.

PRESENTATION: Staff will present an analysis of the evolving challenges and considerations related to the impact of policy and funding changes for natural resource management and will highlight how recent policy shifts are reshaping funding priorities in areas such as wildfire mitigation, forest health, watershed resilience, and restoration of ecological services.

Key challenges to be discussed include 1) a pivot toward commercial forestry in place of wildfire mitigation, 2) reduced regulatory oversight in lieu of formalized planning requirements, 3) a shifting focus from climate-centered initiatives to energy development and regulatory reform, and 4) a growing emphasis on public-private partnerships in place of a federal centric workforce.

These changes carry significant implications, including potential environmental degradation, diminished support for community-led conservation, and a fragmented funding landscape. However, the changes also present several opportunities to adapt including 1) by aligning with emerging federal priorities, 2) leveraging alternative funding sources, and 3) fostering new collaborative partnerships.

The recommendations provided herein aim to educate Council and guide County staff and stakeholders in navigating this complex and uncharted funding environment while maintaining a commitment to ecological integrity and long-term sustainability for our County's land and natural resources.

KEY CHALLENGES:

Increased Wildlife Risk: The current administrations shift toward 'Sound Forest Management' promotes expanded logging and streamlined permitting processes. While this management focus is intended to reduce wildfire risk, increase financial support for rural economies, and accelerate project implementation, it is likely to have the opposite effect for Summit County due to the several factors listed below. It is important to note that the Summit County logging industry is a vital component of our economy and rural livelihoods, and it can play a constructive role in forest management and wildfire risk reduction. However it is essential to recognize that not all logging practices contribute equally to wildfire mitigation. Scientific evidence shows that while targeted thinning and fuel reduction can reduce fire intensity, large-scale or mismanaged logging may inadvertently increase fire risk, degrade ecosystems, and undermine long-term forest resilience.

- Research consistently suggests that logging operations can significantly increase wildfire risk. This increased risk is attributed to the removal of older, larger trees which are naturally more fire-resistant due to their thicker bark and higher canopies. Logging operations target healthy, commercially valuable trees, leaving behind smaller 'trash wood' that would otherwise be removed during a 'wildfire fuel mitigation' focused treatment. Commercial logging often results in even-aged tree stands with reduced diversity, making forests more vulnerable to climate-related stressors such as insect infestations and disease. Additionally logging operations lack long-term re-treatment management plans to mitigate regrowth over time, leading to denser stands of smaller, more flammable vegetation. This unchecked regrowth creates 'ladder fuels'—vertical fuel structures that allow fire to climb from the forest floor into the canopy—resulting in more intense and destructive crown fires and higher fire intensity.
- Prioritizing the timber industry interests over ecological health will divert funding away from ecological restoration and biodiversity-focused projects. Projects that have been successful in reducing the fire intensity and post-fire impacts—such as those reported during the 2024 Yellow Lake Fire among others.
- Summit County forests have been heavily impacted by large scale beetle kill leaving behind standing dead with little, to no, commercial value.
- Increased human access directly associated with road construction for logging elevates the risk of human-caused ignitions which are a leading cause of wildfires in the region - 73% of wildfires in Utah are human caused.
- Grant programs are increasingly favoring projects aligned with timber production and economic development, potentially sidelining public safety, climate resilience measures, and habitat conservation efforts.

While logging is often promoted as a fire mitigation strategy, if not paired with comprehensive fuel reduction and ecological restoration practices, it can inadvertently exacerbate wildfire risk.

Deregulation and Reduced Oversight: The current administration's approach has deregulated the National Environmental Policy Act (NEPA) by significantly reducing federal oversight of environmental reviews to accelerate infrastructure and energy development. While County government is not required to perform NEPA, projects that are funded by federal and state dollars trigger NEPA, or related, requirements.

- Revisions to NEPA and a broader deregulatory agenda have weakened environmental safeguards and created confusion. Federal agencies are now directed to rely on their own NEPA procedures, which vary widely, leading to inconsistencies in how environmental reviews are conducted.
- While reduced regulation will allow for faster implementation, the reduced oversight will lead to increased ecological impacts.
- Federal staff have been restricted from communicating with grantees which raises concerns about transparency, accountability, and the integrity of the grant administration process resulting in slowed processes and reduced efficiency at a local level.

Deprioritization of Climate-Centric Funding: The current administration has reduced federal support for environmental restoration grants, especially those tied to climate and community-led initiatives, favoring a more centralized and economically driven approach to environmental policy.

- Termination of hundreds of grants focused on stewardship, resilience, clean energy, and community lead restoration efforts. Ex. BRIC
- This shift undermines long-term investments in watershed resilience and forest health, which are critical to our regional sustainability.

Increased Emphasis on Public-Private Partnerships: There is growing support for market-driven solutions and technological innovation in areas such as carbon capture, nuclear energy, and geothermal development. This focus has diverted funding away from nature-based solutions.

- While this opens new funding avenues, it may disadvantage community-led and ecosystem-based projects that lack private sector appeal or immediate economic returns.

Reduction in Federal Workforce: The recent administration’s workforce reductions have had a significant impact on recreation management and wildfire response capacity across federal land management agencies. Locally, the Uinta-Wasatch-Cache National Forest has faced a 10% reduction in force, mainly within recreational and administrative roles.

- **Wildfire Response Impacts.** Seasonal wildfire staff, who play a crucial role in clearing hazardous fuels and assisting with initial attack efforts, have been drastically reduced due by hiring freezes and budget cuts. While core firefighting crews were largely retained, the support staff—including those responsible for logistics, communications, and coordination—have been cut, forcing frontline personnel to take on additional duties. This shift will increase the risk of delayed or less effective wildfire response, especially during peak fire season.
- **Recreation Management Impacts.** Inability to fund programs and hire seasonal staff will result in 1) reduced maintenance of trails, campgrounds, and recreation sites, 2) projected delays or cancellations of contracts for essential services like trash removal and restroom maintenance and 3) potential closures or restricted access to popular public lands due to lack of staffing.

These reductions have created a critical gap in federal support, placing more pressure on local governments and communities to step in and maintain essential services, especially in highly utilized and high-risk wildfire risk areas like Summit County.

RISKS AND IMPLICATIONS:

Environmental Degradation: Weakened protections will lead to long-term ecological harm, particularly on sensitive lands and within watershed areas.

Equity Concerns: Reduced support for community-based stewardship and conservation could exacerbate social and environmental inequities.

Fragmentation of Funding: A more fragmented funding landscape will hinder integrated, landscape-scale approaches to ecosystem health. The current administration’s significant shifts in environmental and natural resource funding are producing a cascading effect, where reduced federal grant availability is constraining local capacity, delaying critical conservation work, and weakening long-term ecosystem resilience—undermining local conservation efforts, threatening natural resource jobs, and putting decades of ecological progress at risk.

Federal Partnership Reliance on Local Resources: Federal policy changes and reduced grant availability is creating downstream challenges for local agencies and nonprofits, highlighting the urgent need for diversified funding strategies to sustain forest health, watershed resilience, and climate adaptation initiatives—placing increased pressure on the County to step-in and supplement the critical work now being

deferred or left unfunded, especially as our federal partners increasingly look to the County for leadership and support in bridging these gaps.

OPPORTUNITIES AND STRATEGIC CONSIDERATIONS:

Alignment with ‘Logging’ Narrative and Rural Development: Projects that emphasize logging as a means for forest thinning and wildfire prevention, and rural job creation may be well-positioned for funding.

Leveraging New NGO Support: Progressive nonprofit organizations may fill federal funding gaps, offering alternative sources of support.

Innovation and Collaboration: Embracing public-private partnerships and innovation-driven proposals could unlock new resources, particularly for projects with measurable economic or technological benefits.

RECOMMENDATIONS:

Adapt Grant Strategies: Reframe project proposals to align with current federal priorities where feasible, without compromising core conservation goals.

Diversify Funding Sources: Pursue state, philanthropic, and private sector funding to reduce reliance on federal grants.

Strengthen Partnerships: Collaborate with regional stakeholders, including NGOs, creation of new NGOs, and academic institutions to build resilient funding coalitions.

Monitor Policy Developments: Encourage Staff to stay informed on federal policy changes and advocate for balanced, science-based funding priorities.

Lean-In to Fill Gaps: Local government may need to step in. With fewer federal staff available to conduct environmental reviews, monitor compliance, support restoration efforts, and perform day-to-day operations Summit County is increasingly being called upon to fill the gap. We may be able to leverage state funds, private partnerships, and local grants to continue these efforts. This role is becoming critical for:

- ***Maintaining Oversight and Enforcement.*** Fewer federal workforce means less capacity to monitor use, maintain facilities, enforce environmental laws, and respond to violations and emergencies. It has been documented that resource damages during the 2018 government shutdown took upwards of 5 years to restore.
- ***Supporting Community-Based Implementation.*** Many federally funded restoration projects—such as wetland rehabilitation, wildfire recovery— and the day-to-day maintenance are now underfunded or delayed.
- ***Filling the Technical Expertise Gap.*** The loss of federal expertise in areas like environmental science, climate modeling, and ecological restoration creates a knowledge vacuum. Summit County may need to invest in training, hire consultants, or collaborate with universities to access the necessary technical skills that would have otherwise been provided by federal partners.
- ***Ensuring Public Engagement and Transparency.*** With fewer federal staff to manage public comment periods and community outreach, local governments can play a key role in ensuring transparency and public participation in environmental decision-making.

- ***Adapting to Local Needs.*** Local governments are often better positioned to tailor restoration and resilience strategies to their specific environmental and social contexts.

In short, as federal land management capacity is diminished, local leadership becomes essential to sustaining environmental protection, public safety, and stewardship. This shift presents both a challenge and an opportunity for communities like ours to take more ownership of our environmental futures.

STAFF CONCLUSION: The reduction in federal grants and land management staffing presents a clear challenge—but also an opportunity—for Summit County to lead. In the face of this unprecedented disruption to natural resource management, byproactively investing in local capacity and regional partnerships, the County can help ensure public safety, protect our natural resource assets, and sustain the economic vitality of our tourism economy.

COUNCIL DISCUSSION:

1. Recent federal staffing reductions have significantly impacted support roles critical to wildfire response and public land management. While frontline wildfire personnel have largely been retained, essential support staff responsible for logistics, communications, coordination and day-to-day management have been cut. These roles are vital during peak tourism summer season and wildfire events. Their absence places additional strain on the remaining personnel and dilutes the ability to respond to critical needs. **Is Council supportive of taking a proactive role by allocating County departmental resources, and/or forming regional coalitions, to help prevent disorder, safeguard public health, and sustain the vitality of our tourism-based economy?**
2. In light of recent federal policy changes that have significantly reduced grant funding, **Is the Council prepared to take bold, strategic steps to identify and secure alternative funding sources—such as Transient Room Tax (TRT) allocations, Truth-in-Taxation measures, or grassroots partnerships—to ensure Summit County can continue advancing critical land acquisitions, land management, stewardship, and community resilience efforts that shape the future of our community and reflect the values we strive to uphold?** These initiatives are not just policy—they reflect the values our residents hold dear and the legacy we are entrusted to protect.

REQUESTED ACTION: None

WORK SESSION - IMPACTS OF FEDERAL FUNDING CUTS ON COUNTY OPERATIONS

Lands and Natural Resource Management Challenges
arising from the impact of federal policy shifts on grant funding for forest health, watershed resilience, and natural resource projects

Summit County Lands and Natural Resources



BACKGROUND:

Recent policy changes have introduced significant shifts in the federal approach to natural resource related funding and management.

These changes are reshaping the priorities, availability, and administration of grants and capacity that support forest health, watershed resilience, and general natural resource management.

KEY CHALLENGES:

Pivot toward commercial forestry in place of wildfire mitigation
Increased Wildlife Risk

Reduced regulatory oversight in lieu of formalized planning requirements
Deregulation and Reduced Oversight

Shifting focus from climate-centered initiatives to energy development
Deprioritization of NR Resilience Funding

Growing emphasis on public-private partnerships in place of a federal centric workforce
Impacting Wildfire Response & Recreation Management

RISKS AND IMPLICATIONS:

Environmental degradation

Equity concerns

Fragmentation of funding

Federal partnership reliance on local resources

OPPORTUNITIES & STRATEGIC CONSIDERATIONS:

Alignment the new narrative

Leveraging new NGO support

Innovation and Collaboration Opportunities

RECOMMENDATIONS:

Adapt Grant Strategies to
the New Narrative

Diversify Funding Sources

Strengthen Partnerships

Monitor Policy

Lean-In to Fill Gaps



***LEAN-IN TO FILL GAPS*:**

Local government may need to step-in. With fewer federal staff available to conduct environmental reviews, monitor compliance, support restoration efforts, and perform day-to-day operations Summit County is increasingly being called upon to fill the gap. This role is becoming critical for:

- Maintaining oversight and enforcement

- Supporting community-based implementation

- Ensuring public engagement and transparency

- Support in emergency and resource management/maintenance roles

As federal land management capacity is diminished, local leadership becomes essential to sustaining environmental protection, public safety, and stewardship.

STAFF CONCLUSION:

The reduction in federal grants and land management staffing presents a clear challenge—but also an opportunity—for Summit County to lean-in and lead.

In the face of this unprecedented disruption to natural resource management, by proactively investing in local capacity and regional partnerships, the County can help ensure public safety, protect our natural resource assets, and sustain the economic vitality of our tourism sector.

COUNCIL DISCUSSION:

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QUESTIONS AND DISCUSSION

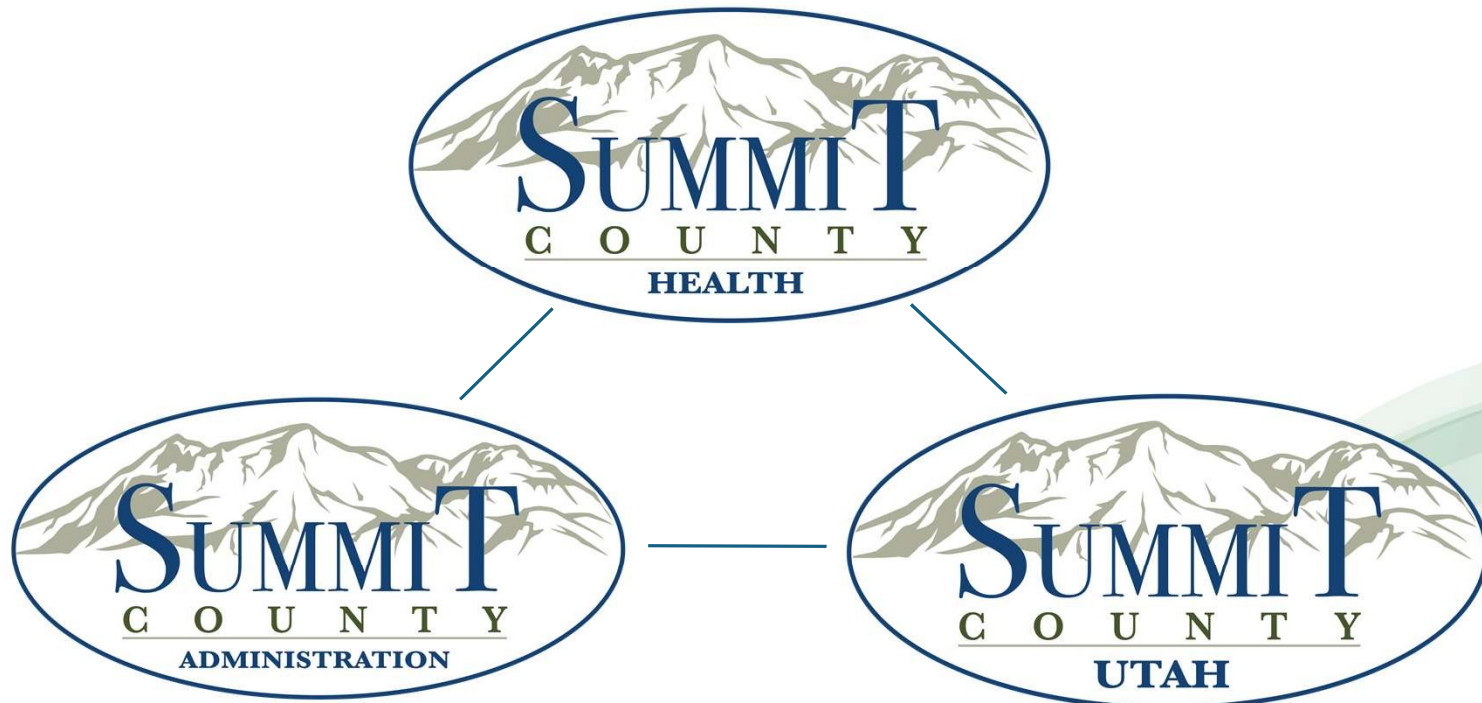
Summit County Lands and Natural Resources





June 4, 2025 - Funding Discussion
Summit County Council

Thank you



Health Department Priorities

People

Communication/ Transparency

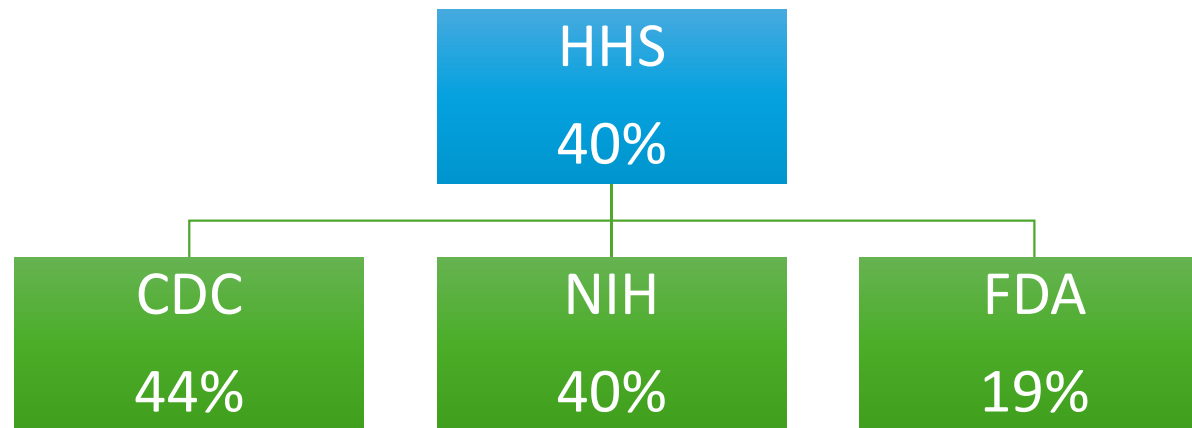
Minimum Performance Standards

Financial Understanding

Creating our Runway



Financial Understanding



Equaling ~\$80 billion in proposed cuts to the public health system

**** Proposed cuts to HHS remain in place as of May 22, 2025****

2025 Council Approved Budget	General Fund	Fees (Estimate)	Minimum Performance Standards	Grants (estimate)	Total	Grants Funds Lost (\$ amount)	% Lost to Overall Budget
0%	\$6,034,363	\$558,850	\$290,000	\$3,972,873	\$10,856,086	\$0	0%
10%	\$6,034,363	\$558,850	\$290,000	\$3,575,586	\$10,458,799	\$397,287	3.66 %
20%	\$6,034,363	\$558,850	\$290,000	\$3,178,299	\$10,061,512	\$794,574	7.32 %
30%	\$6,034,363	\$558,850	\$290,000	\$2,781,012	\$9,664,225	\$1,191,861	10.98 %
40%	\$6,034,363	\$558,850	\$290,000	\$2,383,724	\$9,266,937	\$1,589,149	14.64 %
50%	\$6,034,363	\$558,850	\$290,000	\$1,986,436	\$8,869,649	\$1,986,436	18.29 %

What this tells me...

2025 Approved Budget Breakdown

- 2025 Salaries total = **\$5,797,090**
- 2025 Programming = **\$5,058,996**

Secure funds = **\$6,883,213** (General fund + MPS + estimated fees)

- Public Health, Behavioral Health, Sustainability
- 63.4 % of the anticipated budget is secure

The unknown - the gap created by the reduced federal fund amount (\$3,972,873)

- Is it 10%, 20%, 50%?

What are we really talking about...

The amount of \$3,972,873 covers 1 fiscal year

- January 1 – June 30, 2025
 - 50% of grants spent = \$1,986,436 (approx.)
- July 1 – December 31, 2025
 - Projected 50% = **\$1,986,436 (approx.) remainder of year**
 - \$1,986,436 reduced by 40% is a loss of **\$794,574** for the remainder of 2025
- January 1 – June 30, 2026
 - **The ongoing financial commitment is unknown at this time**

January	February	March	April	May	June	July	August	September	October	November	December
County Budget Cycle											
Second Half of Grant Funding Cycle						First Half of Grant Funding Cycle					

Known or Anticipated Risks

- If the budget is stalled in the Senate, it could result in a continuing resolution
Understanding the balance of using reserves vs unknown timelines
- There will be modifications to the President's budget, but early indications do not point to changes in public health funding
- Early analysis indicates ~ 40 public health programs that were "RIF-ed" or defunded.
RIF'd Programs – Tobacco programming, social determinants of health, lead exposure
Defunded Programs – Drug-free communities, various mental and behavioral health, epidemiology capacity, health promotion, public health emergency preparedness, medical reserve corps, and public health lab capacity
- The reductions to funding will not be equal
Some programs will bear the brunt of the cuts; others will be held relatively harmless

Navigating the Unknown



Clawback approach



Lop the head off the
dragon approach



Understanding the
severity of the cuts
– it won't be equal



Timing of
information



Knowing we still
don't have answers

Department	Contract Name	2022-2023	2023-2024	2024-2025
Admin				
January Start	Public Health Infrastructure A1	3/20/2022		
November Start	Public Health Infrastructure A2	NA	4/26/2024	12/20/2024
November Start	Public Health Infrastructure A3	NA	12/26/2024	NA
July Start	Min Performance Standards	4/4/2022	7/11/2023	<u>6/26/2024</u>
Environmental				
January Start	Radon	2/22/2023	3/18/2024	3/7/2025
July Start	DOH LHD Environmental Services	6/3/2022	5/5/2023	5/5/2023
July Start	Utah Indoor Clean Air Act	6/7/2022	5/25/2023	5/25/2023
July Start	DEQ Min Perf Core funding	NA	NA	7/5/2024
October Start	Childhood Lead Poisoning	10/4/2022	9/5/2023	2/20/2025
Health Education				
October Start	Violence & Injury Prevention Maternal and Child Health Service Block	10/12/2022	11/3/2023	<u>8/28/2024</u>
July Start	Violence & Injury Prevention Brain Injury Fund	10/12/2022	11/3/2023	8/28/2024
August Start	VIPP Intellectual/Developmental Disabilities	10/12/2022	9/18/2023	9/16/2024
July Start	Community Clinical Interventions (Diabetes)	NA	NA	<u>6/12/2024</u>
July Start	Community Clinical Interventions (CVD)	NA	7/13/2023	<u>6/12/2024</u>
September Start	Community Clinical Interventions (HEAL SPAN)	NA	9/20/2023	10/1/2024
October Start	PBG PHHS Block Grant	10/12/2022	9/29/2023	<u>9/25/2024</u>
October Start	Safe Kids Utah/ Highway Safety	10/19/2022	10/6/2023	<u>9/10/2024</u>
July Start	Tobacco CDC	10/9/2022	5/8/2023	<u>5/10/2024</u>
July Start	Tobacco Prev	10/9/2022	5/8/2023	<u>5/10/2024</u>

Department	Contract Name	2022-2023	2023-2024	2024-2025
Early Intervention				
July Start	EI Baby Watch	7/12/2023	7/10/2023	<u>6/6/2024</u>
Nursing/Clinical				
January Start	TB Prevention	12/26/2021	4/3/2023	2/20/2025
January Start	STD Control	4/6/2022	8/4/2023	<u>12/13/2024</u>
January Start	HIV Prevention	2/3/2022	1/11/2023	<u>9/6/2024</u>
March Start	Electronic Case Reporting	9/29/2022	10/13/2023	<u>2/24/2025</u>
May Start	Integrated Viral Hep Surv	6/21/2022	7/19/2023	9/12/2024
July Start	Immunization Program	9/7/2022	7/21/2023	<u>4/16/2024</u>
July Start	Breast & Cervical Cancer program (UCCP Cancer)	6/22/2022	7/11/2023	<u>6/25/2024</u>
September Start	WiseWoman	NA	11/3/2023	9/17/2024
October Start	DREAM	9/29/2022	10/24/2023	12/2/2024
October Start	MCH Block Grant	9/29/2022	9/28/2023	<u>9/11/2024</u>
July Start	TCM	NA	NA	NA
July Start	EPSDT/Consumer Ed	NA	NA	NA
PHEP				
July Start	Preparedness Summit	9/9/2022	7/17/2023	<u>6/27/2024</u>
July Start	Preparedness MRC Summit	9/9/2022	7/17/2023	<u>6/27/2024</u>
October Start	NACCHO MRC ORA	NA	4/7/2023	<u>5/14/2024</u>
October Start	MRC STTRONG	NA	9/7/2023	<u>5/13/2024</u>
WIC				
October Start	WIC	10/24/2022	3/8/2024	<u>9/24/2024</u>

Creating our Runway

- Using a grace period to make decisions
 - Evaluate all cost-saving measures
- Softening the blow if staffing reductions are necessary
- Be strategic, creative, and flexible
- Evaluate the future needs of the department
- Protect the County organization
- Consider all possible solutions



Minimum Performance Standards

- Sets the base level of services provided
 - Utah Statute: Title 26A
 - State Administrative Code: R380-40 (DHHS)
 - State Administrative Code: R305-10 (DEQ)
- Programming is co-funded by State & County
- Future needs of Summit County
 - Kem Gardner Report
 - Community Health Assessment
 - Community Health Improvement Plan





60 N Main Street
P.O. Box 128
Coalville, UT 84017
www.summitcountyutah.gov

May 7, 2025

The Honorable John Curtis
U.S. Senate
SR-B11 Russell Senate Office Building
Washington, DC 20510

Re: Maintaining critical funding for public health programs in FY2026

Dear Senator Curtis,

As you prepare for the Fiscal Year 2026 appropriations process, we write to urge your continued commitment to federal investments that are essential to sustaining and protecting local public health at the county level.

Local governments operate on the front lines of public health. Yet without predictable and sustained federal support, we are forced to make impossible choices that jeopardize community wellbeing and strain our already limited resources. In rural communities like ours, these funds serve as lifelines for residents who might otherwise go without essential care.

Specifically, we ask for your support in maintaining funding for:

- Medicaid funded programs administered by local health departments
- Centers for Disease Control and Prevention (CDC) funding passed through to counties for critical programs
- Health and Human Services (HHS) programs that directly support county-level public health initiatives
- Food and Drug Administration (FDA) programs that directly impact vaccine preventable diseases, especially those in our children and vulnerable populations

These funding streams enable counties like ours to provide critical services to our residents—ranging from maternal health to infectious disease control, chronic disease prevention, and emergency preparedness. They also support essential programs such as:

- Women, Infants, and Children (WIC) nutritional assistance
- Behavioral and mental health services
- Substance use prevention and treatment
- Early prevention and intervention programs
- Environmental health initiatives including air and water quality monitoring
- Outreach and care coordination for vulnerable and underserved populations

These programs are not only cost-effective but also vital to safeguarding the health of our communities and preventing far greater downstream costs to our healthcare and social service systems.

We respectfully urge you to protect and strengthen these investments in the FY2026 appropriations bills and beyond. Local public health should not be a discretionary afterthought—it is the foundation of community resilience, economic stability, and national preparedness.

Thank you for your continued leadership and for recognizing the indispensable role local governments play in protecting public health.

Sincerely,

Tonja Hansen
Chair
Summit County
Council

Shayne Scott
County Manager
Summit County

Dr. Phil Bondurant
Health Director
Summit County

Michelle Downard
Chair
Summit County
Board of Health

Takeaways

I am committed to taking care of our people

Under normal circumstances, we would know more by July 1. We are tracking it as best we can.

We have not seen Notice of Funding Opportunity (NOFO) and Notice of Award (NOA) consistent with historical timelines

Creating our runway is the priority – the 'grace period' is essential to our planning efforts and evaluating where we can cut

There are many analyses, opinions, and ideas on what is coming and how to solve it. Being patient, strategic, and composed until we have firm information is the key to being successful





Questions & Discussion



THIRD AMENDMENT TO AGREEMENT ON USE OF TRANSIENT ROOM TAX

THIS THIRD AMENDMENT TO AGREEMENT ON USE OF TRANSIENT ROOM TAX (this “**Third Amendment**”) is made this ____ day of _____, 2025 (the “**Effective Date**”), by and between SUMMIT COUNTY, a body corporate and politic of the State of Utah (the “**County**”) and PARK CITY CHAMBER OF COMMERCE, CONVENTION AND VISITORS BUREAU, a Utah non-profit corporation (the “**Chamber**”). The County and the Chamber are sometimes referred to in this Third Amendment collectively as the “**Parties**” or individually as a “**Party**”. Unless otherwise defined herein, all capitalized terms in this Third Amendment shall have the same meaning as set forth in the Original Agreement (*defined below*), its First Amendment (*defined below*), and its Second Amendment (*defined below*).

RECITALS

WHEREAS, pursuant to Utah Code §59-12-301, Summit County is authorized to impose a transient room tax (“**TRT**”) rate of up to 4.5%; and,

WHEREAS, in accordance with Summit County Code §3-3A-2(C), the County has imposed at 3% TRT rate (the “**Base Rate**”); and,

WHEREAS, the Parties entered into that certain Agreement on Use of Transient Room Tax, dated March 31, 2011 (the “**Original Agreement**”), wherein the County agreed to allocate ninety percent (90%) of the revenues collected from the TRT to the Chamber; and,

WHEREAS, the Parties entered into that certain First Amendment to Agreement on Use of Transient Room Tax, dated January 24, 2018 (the “**First Amendment**”), wherein the County agreed to a schedule of amended allocations to the Transient Room Tax Fund (*defined in the First Amendment*) from the TRT; and,

WHEREAS, the Parties entered into that certain Second Amendment to Agreement on Use of Transient Room Tax, dated May 22, 2024 (the “**Second Amendment**”), wherein the County agreed to a schedule of amended allocations to the Transient Room Tax Fund (*defined in the Second Amendment*) from the TRT; and,

WHEREAS, the Parties have agreed that the Original Agreement and subsequent amendments thereto pertain only to the Base Rate, and that any amounts in excess of the Base Rate will not be subject to the Original Agreement or its amendments; and,

WHEREAS, during the 2025 General Legislative Session, the Utah Legislature made substantial modifications to the purposes for which TRT may be utilized; and,

WHEREAS, TRT may now be placed into three buckets of authorized uses: (a) “**Establishing and Promoting**” (*as set forth in Utah Code §17-31-2(3)(a)*); (b) “**Capital**”

Projects” (as set forth in *Utah Code §17-31-2(3)(b) & (c)*); and (c) **Mitigation**” (as set forth in *Utah Code §17-31-2(3)(d)*); and,

WHEREAS, Utah Code §17-31-2(1)(c) further defines Establishing and Promoting, in the context of the overall tourism, recreation, film production, or convention experience (*Utah Code §17-31-2(3)(a)*), to focus on activities or related expenses aimed at attracting or enhancing transient guest spending in the county; and,

WHEREAS, while transient guests are generally attracted to Summit County by soliciting, advertising and marketing activities, they are encouraged to stay and spend more through the enhancement of their overall experience; and,

WHEREAS, both the Utah Office of Tourism and the Utah Tourism Industry Association (**UTIA**) encourage responsible tourism stewardship by carving out “a path for a perpetual visitor economy by creating quality experiences for local communities and visitors;” and,

WHEREAS, “activities that increase and promote the quality of the destination” are sometimes referred to as **Sustainable Tourism**,” which “prioritize[s] quality visitation, not just quantity of visitors;” and,

WHEREAS, key to a successful tourism economy is the enhancement of the visitor experience so as to perpetuate repeat future visits; and,

WHEREAS, the Greater Park City Area will play host to three (3) Olympic venue sites (*Utah Olympic Park, Park City Mountain, and Deer Valley Resort*) during the 2034 Winter Olympic Games; and,

WHEREAS, the Summit County Fair and the 2034 Winter Olympic Games are examples of significant tourism events in Summit County, which attract substantial transient guest spending in the county; and,

WHEREAS, supporting efforts to enhance the Summit County Fair and the 2034 Winter Olympic Games experiences, which in turn attract and enhance transient guest spending in Summit County, are authorized uses within the Establishing and Promoting bucket of TRT; and,

WHEREAS, the Chamber has developed a **Sustainable Tourism Plan**” for Summit County, which has seven (7) key objectives aimed at improving the tourism and recreation experience of transient guests, some of whom value a Sustainable Tourism experience and direct their travel toward such experiences, which in turn also attracts and enhances transient guest spending in Summit County; and,

WHEREAS, for these reasons, Sustainable Tourism is recognized as an authorized use within the Establishing and Promoting bucket of TRT; and,

WHEREAS, Utah Code §17-31-2(6), as applied to Summit County, means that a minimum of 2/3 of the Base Rate must be spent within the Establishing and Promoting bucket of TRT; and,

WHEREAS, it had been the intent of the Second Amendment that the Chamber's portion of the TRT would be generally utilized for the purposes set forth in Utah Code §17-31-2(3)(a), which pertains to the Establishing and Promoting bucket of TRT; and,

WHEREAS, due to the Legislative modification of Establishing and Promoting, the Parties wish to further delineate how various programs under this Third Amendment will be funded; and,

WHEREAS, while it is the intent of the County to expend the majority of its 1/3 portion of the Base Rate on the Capital Projects and Mitigation buckets, it also intends to spend a portion equal to the operation and maintenance costs of the Chamber's Visitors Center(s) on authorized uses within the Establishing and Promoting bucket of TRT; and,

WHEREAS, the result of the County's distribution of its portion of the Base Rate will allow the Chamber to use a portion of its Base Rate on the Visitors Center(s) operation and maintenance from the Capital Projects bucket of TRT; and,

WHEREAS, the County and Chamber desire to enter into this Third Amendment to modify the Original Agreement and its First and Second Amendments; the Original Agreement and its First and Second Amendments, as modified by this Third Amendment, shall be hereinafter referred to as the "**Agreement**".

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to amend the Agreement as follows:

1. **Recitals**. The Recitals are hereby fully incorporated into this Third Amendment.
2. **Allocated Taxes – Contribution to the Chamber**. Pursuant to Utah Code Title 59, Chapter 12, Part 3 (Transient Room Tax), the County shall continue to pay into a specialized fund created by the Chamber (the "**Transient Room Tax Fund**") sixty-six and two thirds percent (66 2/3%) of the revenues from the Base Rate remitted by the Utah State Tax Commission (the "**Tax Commission**") to the County, regardless of the month in which the TRT was collected by the Tax Commission. Beginning on the Effective Date and ending on June 30, 2034 (the "**Allocated Tax Period**"), the Parties shall adhere to the following schedule:
 - a. The Chamber shall invoice the County on a quarterly basis for its share of the TRT. The invoice shall be for an amount equal to the previous three (3) months of collections, which shall be calculated based upon the filing period of each vendor as reported to the Tax Commission. The County shall pay the invoice within fifteen (15) calendar days of receipt. Prior to the County paying the invoice, it may require that the Chamber produce all documentation and calculations utilized in the development of the invoice.

- b. The County shall retain for its use, consistent with Utah law: (i) all TRT collected and not allocated to the Chamber in accordance with this Agreement; and (ii) any additional TRT collected by the County in the event that the County were to increase the TRT above the Base Rate.
 - c. This Section 1 supersedes and replaces the Second Amendment, Section 1, in its entirety.
3. Tourism Tax Advisory Board.
- a. Pursuant to Utah Code §17-31-8(1)(b), the Parties agree that the Chamber's Executive Committee shall act as the Summit County Tourism Tax Advisory Board.
 - b. The Parties agree that this Agreement serves as the written contract described in Utah Code §17-31-5(2).
 - c. The Parties agree that all TRT collected shall be expended for the uses set forth in Utah Code §17-31-3 & 4.
 - d. For purposes of Utah Code §17-31-6, all TRT remitted to the Transient Room Tax Fund for use by the Chamber shall be regarded as appropriated funds.
 - e. The Chamber and its Executive Committee shall make an annual presentation and report to the County Council (the "**Annual Presentation**").
 - (i) The Annual Presentation shall include:
 - (a) The immediate past budget year's expenditures from the Transient Room Tax Fund; and
 - (b) The future anticipated expenditures for the upcoming budget year from the Transient Room Tax Fund.
 - (c) The annual audited financial statements of the Chamber, including changes to the fund balance year-over-year.
 - (ii) The Annual Presentation may include:
 - (a) Summit County tourism statistics from the previous budget year, including lodging and other economic data.
 - (b) Summit County tourism trends and forecasts that may effect collections of the Transient Room Tax.

- (c) Proposed legislation that may effect the TRT.
 - (d) A list of proposed priorities and recommendations for consideration by the County Council on the expenditure of TRT for the upcoming fiscal year.
- 4. County Fair. During the Allocated Tax Period, the Chamber agrees to sponsor specific event(s), to be determined jointly by the Chamber and County each year, at the Summit County Fair by annually paying the sum of \$180,000 (the “**Fair Payment**”) to the County and designating the specific event(s) to be sponsored. If not timely paid, the County shall have the right of offset against, and deduct from and retain, TRT allocations due by the County to the Chamber pursuant to this Agreement the amounts of any such Fair Payments as the Chamber has failed to pay. The Chamber shall pay the Fair Payments annually in advance on July 1st of each year this Agreement remains in effect. This Section 4 supersedes and replaces the Second Amendment, Section 3, in its entirety.
- 5. Olympic Liaison Officer. The Chamber shall hire, and fund, an “**Olympic Liaison**” to represent the joint interests of the County and Chamber for the 2034 Winter Olympic Games. The County Manager will be involved in the hiring process and the County Manager’s consent shall be required in selecting the final candidate to serve as Olympic Liaison. The County Manager and Chief Executive Officer of the Chamber shall work together in good faith in drafting the employment or contractor agreement, as applicable, for such Olympic Liaison.
- 6. Duration. This Third Amendment shall take effect upon the Effective Date and shall remain in full force and effect, to the extent authorized by law, for the Allocated Tax Period (unless earlier terminated as provided in the First Amendment, Section 4), until the final payment of available revenues collected from the TRT for the Allocated Tax Period has been made.
- 7. Continued Collaboration. The Parties acknowledge the continued and ongoing collaboration between the County and the Chamber concerning the mutual goals of the Parties.
- 8. No Other Amendments. Except as set forth in this Third Amendment, the Agreement shall remain in full force and effect, and unamended. This Third Amendment shall not constitute a novation of the Original Agreement or its First or Second Amendments, but shall constitute an amendment thereof. The Parties agree to be bound by the terms and conditions of the Original Agreement and its First and Second Amendments, as modified by this Third Amendment. In the event there is a conflict between the terms and conditions of the Original Agreement, the First Amendment, the Second Amendment, and the Third Amendment, this Third Amendment shall control.
- 9. Counterparts. This Third Amendment may be executed by electronic or digital means, including signature software applications such as DocuSign and in one or

more counterparts, each of which shall be an original, with the same effect as if the signatures were upon the same instrument. Any Party's facsimile, digital or electronic signature and any emailed copy of a Party's signature shall be deemed a binding signature.

- 10. Governing Law. This Third Amendment shall be construed and enforced in accordance with the laws of the State of Utah.
- 11. No Third Party Beneficiary Rights. This Third Amendment is not intended to create, nor shall it be in any way interpreted or construed to create, any third-party beneficiary rights in any person not a Party hereto.
- 12. Severability. In the event that any condition, covenant, or other provision herein contained is held to be invalid or void by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this Third Amendment and shall in no way affect any other condition, covenant, or other provision herein contained. If such condition, covenant, or other provision shall be deemed invalid due to its scope or breadth, such condition, covenant, or other provision shall be deemed valid to the extent of the scope and breadth permitted by law.
- 13. Authority. The individuals who execute this Third Amendment represent and warrant that they are duly authorized to execute this instrument on behalf of each Party and that no other signature, act, or authorization is necessary to bind the Parties to this Third Amendment.

IN WITNESS WHEREOF, each of the Parties has caused this Third Amendment to be executed as of the Effective Date.

CHAMBER:

PARK CITY CHAMBER OF COMMERCE,
CONVENTION AND VISITORS BUREAU,
A Utah non-profit corporation

By: _____

Name: _____

Its: _____

Executed: _____, 2025

COUNTY:

SUMMIT COUNTY, a body corporate and politic of the
State of Utah

By: THE COUNTY COUNCIL

By: _____
Tonja B. Hanson
Chair

Executed: _____, 2025

ATTEST:

Evelyn Furse
County Clerk

APPROVED AS TO FORM:

David L. Thomas
Chief Civil Deputy



Assessor
60 North Main
Coalville, UT 84017
summitcounty.org

TO: Summit County Council

FROM: Stephanie Poll, Summit County Assessor

DATE: 28 May 2025

RE: Consideration of Discretionary Tax Abatement – Parcel: HULBERT-1 (**second meeting**)

Appeal Procedure

The law puts the responsibility on property owners to file a property tax appeal each year by the statutory deadline for that year. Every year Counties mail the Disclosure Notices by the end of July to the address of record for the parcel with information on how to file an appeal for that year to the County Board of Equalization. Every year the deadline to file an appeal to the county board of Equalization is 15 September, or the next business day if the 15th falls on a weekend. See Utah Code 59-2-1004. **Summit County extends this deadline for the Primary Residential Exemption application to 30 November of each year per Summit County Ordinance 787-A.**

Request for Abatement – Second Review

- 1) Ms. Soika has not been able to forward the email showing any attachments on Nov. 4th of 2024. She has attempted to send this to myself as well as the Auditor's office to no avail. We assume that she does not want to send the actual forwarded email as in one of her screen shots to the Administration office, we note that it was sent to a faulty or incorrect email address.
- 2) There is an email to Christine Hull on Nov. 15th at 1:38pm with an attachment that would not open. Ten minutes later, at 1:49pm, there is an email response from Christine alerting Ms. Soika that the attachment could not be opened. We do not hear back until February of 2025.
- 3) *During the last council meeting, our office was asked to research further. In doing so, we found all county emails from Ms. Soika – even those that pertain to a legal matter involving her dogs in July of 2024. You will see contradictions in both Ms. Soika's application/request for an Administrative Law Judge Hearing as well as an email to county employee Christa Hortin, in which Ms. Soika affirms that she lives out of state in CT (attached).*

Staff Recommendation

The fact that there has been contact with Ms. Soika is not the issue. The issue at hand is that she has not provided timely proof of domicile. Now, with the contradiction of claims, depending on the office that she is dealing with, we find that her statements in July/August of 2024 (even if she had moved here after those time frames), she would not



Assessor
60 North Main
Coalville, UT 84017
summitcounty.org

have met the 183 consecutive days to qualify for the exemption in 2024. The staff recommendation remains unchanged to deny the 2024 abatement request.

Statement of Facts

- 1) The home was purchased by Karen Soika, November of 2022. The warranty deed lists a mailing for tax purpose to 45 Designers Rd. Wellfleet, MA 02667 (attached previously).
- 2) The application for the primary exemption as well as the instructions for providing proof of domicile were mailed in November 2022 to the address of record (MA).
- 3) We did not receive the application back until August of 2023. This application was returned denied for the following reasons: a) no proof of domicile b) yet another address provided at 950 Coronado Ave, Coronado, CA 92118, and c) a statement that she could not get a Utah driver's license because hers was held up in Colorado (now a third state). We wait until November 29, 2023, never receiving any follow-up documentation. The home was noticed and remained secondary in 2023.
- 4) In 2024 the tax disclosure notice is sent to the CA address as the latest address of record provided. It is noticed again as a NON-PRIMARY home (attached previously).
- 5) In August of 2024, the taxpayer updates her mailing address in the Recorder's office to 100 Melrose Ave STE 101, Greenwich, CT 06830 (now a fourth state). The November tax bill is sent to this address notifying the taxpayer that the property is a NON-PRIMARY home (attached previously).
- 6) The Assessor's office does not receive any proof of domicile until **February of 2025**. This reached my desk and I explained our ordinance and the need for proof of domicile. The taxpayer is upset that she felt that she was unable to simply state "I can't get a UT driver's license," and that our office had requested that she get something from the DL division stating that. She finally did that, but not until February of 2025. She also provided her bank statements in Feb. 2025 however; these did not help her case as we found she did not shop in Utah for a period of 183 consecutive days. Without a DL or proof of shopping (food, gas etc.) in Utah, we asked if she would provide a redacted copy of her Utah Income tax filing. She did this in Feb. of 2025 as well. While she files in multiple states, she did check the box that Utah is her primary domicile on the tax form.

The exemption has been approved with the tax form as proof of domicile for 2025. *However, with the further investigation that was requested, we will be submitting all contradictions of domicile stated in this updated staff report to the Utah State Tax Commission for review.*



Assessor
60 North Main
Coalville, UT 84017
summitcounty.org

Possible Refund Calculation

Difference in Primary and Non-Primary Taxes for Tax Year 2024 would be - \$4,350.36

State Standard of Practice

Utah Standards of Practice, Standard 3, adopted by the Utah Property Tax Division has these guidelines related to such discretionary abatements: *When considering a discretionary adjustment under Section 59-2-1374, it is the responsibility of the county legislative body to weight the best interests of the individual, the state, and the county. It can be interpreted as human interests vs. community interests, as taxes not paid by one person are spread amongst other taxpayers. The considerations given to one applicant must be applied to all applicants. Granting abatements, adjustments and deferrals too leniently can result in lower collections over time and higher tax rate for everyone else in a taxing entity.*

Online Form Submittal: Request for Administrative Law Judge Hearing

noreply@civicplus.com <noreply@civicplus.com>

Mon 7/29/2024 11:24 AM

To:Lynda Viti <lviti@summitcountyutah.gov>;Stacy Gunn <sgunn@summitcountyutah.gov>;Christa Hortin <chortin@summitcountyutah.gov>;Elizabeth McAtee <emcatee@summitcountyutah.gov>

Request for Administrative Law Judge Hearing

PLEASE READ

Should you choose not to pay the fine, you may request, **within 10 business days of the citation** an Administrative Code Enforcement Hearing with the office of the Administrative Law Judge.

If you do not request a hearing within 10 business days of the citation date, the citation may become a final order from the Administrative Law Judge and will be levied against the person named on this citation. Failure to comply with the citation may result in additional fines and charges.

Case #:	24-A01014
Citation #:	3787
Date Citation Served by Officer	7/25/2024
Defendant Name:	Karen Soika
Phone:	204-954-9293
Mailing Address:	100 Melrose ave ste 101
City:	Greenwich
State:	CT
Zip:	06830
Email:	ksoika@yahoo.com
Address of Violation:	Park avenue park city Utah
Description of Appeal:	None of this is accurate. There was zero attack. And the dogs were not running at large There also were zero witnesses. The dogs were at the permitted off leash dog park by the library. They ran to chase a bird and came back. This animal control agent is falsifying this claim. And it's false allegations There was zero attack. I appeal. It's one person claims.and animal control sides with them. The police were called and the officer even said to me if there's any issue I'll come back to you. The cop. Ever did so obviously the



man walking just was scared. Most likely not a dog person. O
one was harmed. And the officer can even tell you he saw me
with the dog on a leash

Upload any evidence for the court: *Field not completed.*

Special requests I live out of state In CT. The

Provide your name to agree to appear. Karen Soika

Today's date 7/29/2024

Email not displaying correctly? [View it in your browser.](#)



Outlook

Re: Online Form Submittal: Request for Administrative Law Judge Hearing

From Karen Soika <ksoika@yahoo.com>**Date** Tue 8/13/2024 9:11 AM**To** Christa Hortin <chortin@summitcountyutah.gov>

Good Morning Christa,

I never received any update on the court hearing. As I told you I live in CT.
If it is virtual then please send me the information to attend virtual as originally you said it was out on the schedule for tomorrow August 14 2024.

Thank you
Karen Soika

[Sent from Yahoo Mail for iPhone](#)

On Monday, July 29, 2024, 3:40 PM, Karen Soika <ksoika@yahoo.com> wrote:

Yes. I can read. But Hank you. And I will sue for your office doing this to claim I don't have the right to a hearing. This proves bias. Unreal

[Sent from Yahoo Mail for iPhone](#)

On Monday, July 29, 2024, 3:31 PM, Christa Hortin <chortin@summitcountyutah.gov> wrote:

You are correct, it is ten **business** days. I will put it on the calendar for August 14. Sorry for that misunderstanding.

Sincerely,
Christa Hortin
Paralegal
Summit County Attorney's Office
Phone (435) 615-3869 or (435) 336-3206
Email: chortin@summitcounty.org

Information contained in this e-mail message/fax is privileged and/or confidential and intended only for the receipt by and use of the individual to whom it is addressed. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this message is strictly prohibited. If you have received this message in error, please immediately notify the sender by email at chortin@summitcounty.org and delete this message from your computer.

From: Karen Soika <ksoika@yahoo.com>**Sent:** Monday, July 29, 2024 1:25 PM

To: Christa Hortin <chortin@summitcountyutah.gov>

Subject: Re: Online Form Submittal: Request for Administrative Law Judge Hearing

Your website says 10 business days. Today is only the 10th. Usinrss day

[Sent from Yahoo Mail for iPhone](#)

On Monday, July 29, 2024, 2:54 PM, Christa Hortin
<chortin@summitcountyutah.gov> wrote:

Good afternoon. Upon further review of the matter, your citation is dated and was served on July 17, 2024, not July 25, 2024, as your request for hearing indicates. Inasmuch, the deadline for requesting a hearing is expired and there will not be a hearing on August 14, 2024, on this matter. If you have any information reflecting otherwise, please advise. Your fines are now due and owing. Thank you.

Sincerely,
Christa Hortin
Paralegal
Summit County Attorney's Office
Phone (435) 615-3869 or (435) 336-3206
Email: chortin@summitcounty.org

Information contained in this e-mail message/fax is privileged and/or confidential and intended only for the receipt by and use of the individual to whom it is addressed. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this message is strictly prohibited. If you have received this message in error, please immediately notify the sender by email at chortin@summitcounty.org and delete this message from your computer.

From: Christa Hortin <chortin@summitcountyutah.gov>

Sent: Monday, July 29, 2024 11:28 AM

To: ksoika@yahoo.com <ksoika@yahoo.com>

Cc: Lynda Viti <lviti@summitcountyutah.gov>; Elizabeth McAtee <emcatee@summitcountyutah.gov>; Stacy Gunn <sgunn@summitcountyutah.gov>

Subject: Re: Online Form Submittal: Request for Administrative Law Judge Hearing

Summit County has received your request for a hearing before an Administrative Law Judge on notice of violation number 24-A01014. Administrative Code Enforcement Hearings are held monthly on the third Thursday of the month. Your hearing will be held on August 15, 2024 in person in the Council Chambers, on the second floor of the Coalville Courthouse at 60 N. Main Street, Coalville, Utah 84017. You must be present at 3:00 PM when the Administrative Law Judge begins hearing cases. You may contact

me at the number or email below with any questions concerning your hearing date.

Sincerely,
Christa Hortin
Paralegal
Summit County Attorney's Office
Phone (435) 615-3869 or (435) 336-3206
Email: chortin@summitcounty.org

Information contained in this e-mail message/fax is privileged and/or confidential and intended only for the receipt by and use of the individual to whom it is addressed. If you are not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this message is strictly prohibited. If you have received this message in error, please immediately notify the sender by email at chortin@summitcounty.org and delete this message from your computer.

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Monday, July 29, 2024 11:24 AM
To: Lynda Viti <lviti@summitcountyutah.gov>; Stacy Gunn <sgunn@summitcountyutah.gov>; Christa Hortin <chortin@summitcountyutah.gov>; Elizabeth McAtee <emcatee@summitcountyutah.gov>
Subject: Online Form Submittal: Request for Administrative Law Judge Hearing

Request for Administrative Law Judge Hearing

PLEASE READ

Should you choose not to pay the fine, you may request, **within 10 business days of the citation** an Administrative Code Enforcement Hearing with the office of the Administrative Law Judge.

If you do not request a hearing within 10 business days of the citation date, the citation may become a final order from the Administrative Law Judge and will be levied against the person named on this citation. Failure to comply with the citation may result in additional fines and charges.

Case #:	24-A01014
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Citation #:	3787
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Date Citation Served by Officer	7/25/2024
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Defendant Name:	Karen Soika
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Phone:	204-954-9293
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Mailing Address:	100 Melrose ave ste 101
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City:	Greenwich
State:	CT
Zip:	06830
Email:	ksoika@yahoo.com
Address of Violation:	Park avenue park city Utah
Description of Appeal:	None of this is accurate. There was zero attack. And the dogs were not running at large There also were zero witnesses. The dogs were at the permitted off leash dog park by the library. They ran to chase a bird and came back. This animal control agent is falsifying this claim. And it's false allegations There was zero attack. I appeal. It's one person claims.and animal control sides with them. The police were called and the officer even said to me if there's any issue I'll come back to you. The cop. Ever did so obviously the man walking just was scared. Most likely not a dog person. O one was harmed. And the officer can even tell you he saw me with the dog on a leash
Upload any evidence for the court:	<i>Field not completed.</i>
Special requests	I live out of state In CT. The
Provide your name to agree to appear.	Karen Soika
Today's date	7/29/2024

Email not displaying correctly? [View it in your browser.](#)

From: [Karen Soika](#)
To: [Annette Singleton](#)
Subject: Re: 060425 Council Draft Agenda
Date: Thursday, May 29, 2025 6:42:33 AM
Attachments: [IMG_9946.png](#)
[IMG_9944.png](#)
[IMG_9948.png](#)
[IMG_9949.png](#)
[IMG_9952.png](#)
[IMG_9953.png](#)
[IMG_9956.png](#)
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[IMG_9961.png](#)
[IMG_9963.png](#)
[IMG_9959.png](#)
[IMG_9957.png](#)
[IMG_9960.png](#)

I had to send you a second email as it limits how much I can attach

6:35



5G+ 



Fw: taxes 2023



Me

 May 9 

To: Stephanie Poll ▾

Here it is again. Sent from my
sent email box

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Monday, November 4, 2024,
3:02 PM, Karen Soika
<ksoika@yahoo.com> wrote:

Show trimmed content



2023 Soika K Form 1...



Delete



Reply



Forward



Move



More

6:35

5G+ 



AA

Re: taxes 2023



Me

May 17



To: Stephanie Poll ▾

Hi

Also you still have my house listed as a secondary in the county. I do need that adjusted to reflect primary. Which is what you agreed to for 2025 while I still await the abatement

Thank you

Karen Soika

[Sent from Yahoo Mail for iPhone](#)

Show trimmed content

 Delete  Reply  Forward  Move  More

6:36

 5G+ 





AA

Fw: taxes 2023



Me

 May 8 

To: Stephanie Poll ▾

Again this is the actual email.
Again

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Monday, November 4, 2024,
3:02 PM, Karen Soika
<ksoika@yahoo.com> wrote:

Show trimmed content



2023 Soika K Form 1...



Delete



Reply



Forward



Move



More

6:36

5G+ 



Fw: taxes 2023

AA

Again this is the actual email.
Again

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Monday, November 4, 2024,
3:02 PM, Karen Soika
<ksoika@yahoo.com> wrote:

Hi

Am he home owner and primary
residence at 1503 Park ave
Park city UT84060

Here are the 2023 taxes to prove
primary rate of property tax.

Thank you
Karen Soika
203-954-9293


Delete


Reply


Forward


Move


More

6:36

 5G+ 



SP

Stephanie Poll

Add keyword

Emails Photos Documents

 Category ▾

 Sent

 Received

 Star



EARLIER IN MAY

Edit



Stephanie Poll

5/7/25

Re: taxes 2023

So, we can't take a screen shot. I n...



 Inbox/ksoika@yahoo.com



Me

5/7/25

Re: taxes 2023

Here are the screen shots from my...



 Sent/ksoika@yahoo.com



Stephanie Poll

5/7/25

RE: taxes 2023

So what we need is for you to go in... ☆

✉ Inbox/ksoika@yahoo.com



Stephanie Poll

5/7/25

RE: taxes 2023

It shows you sending an email perh... ☆

✉ Inbox/ksoika@yahoo.com



Me

5/7/25

Re: taxes 2023

Here is the screen shot of the emai... ☆

📎 Sent/ksoika@yahoo.com

6:37

📶 5G+ 🔋



AA

Re: taxes 2023

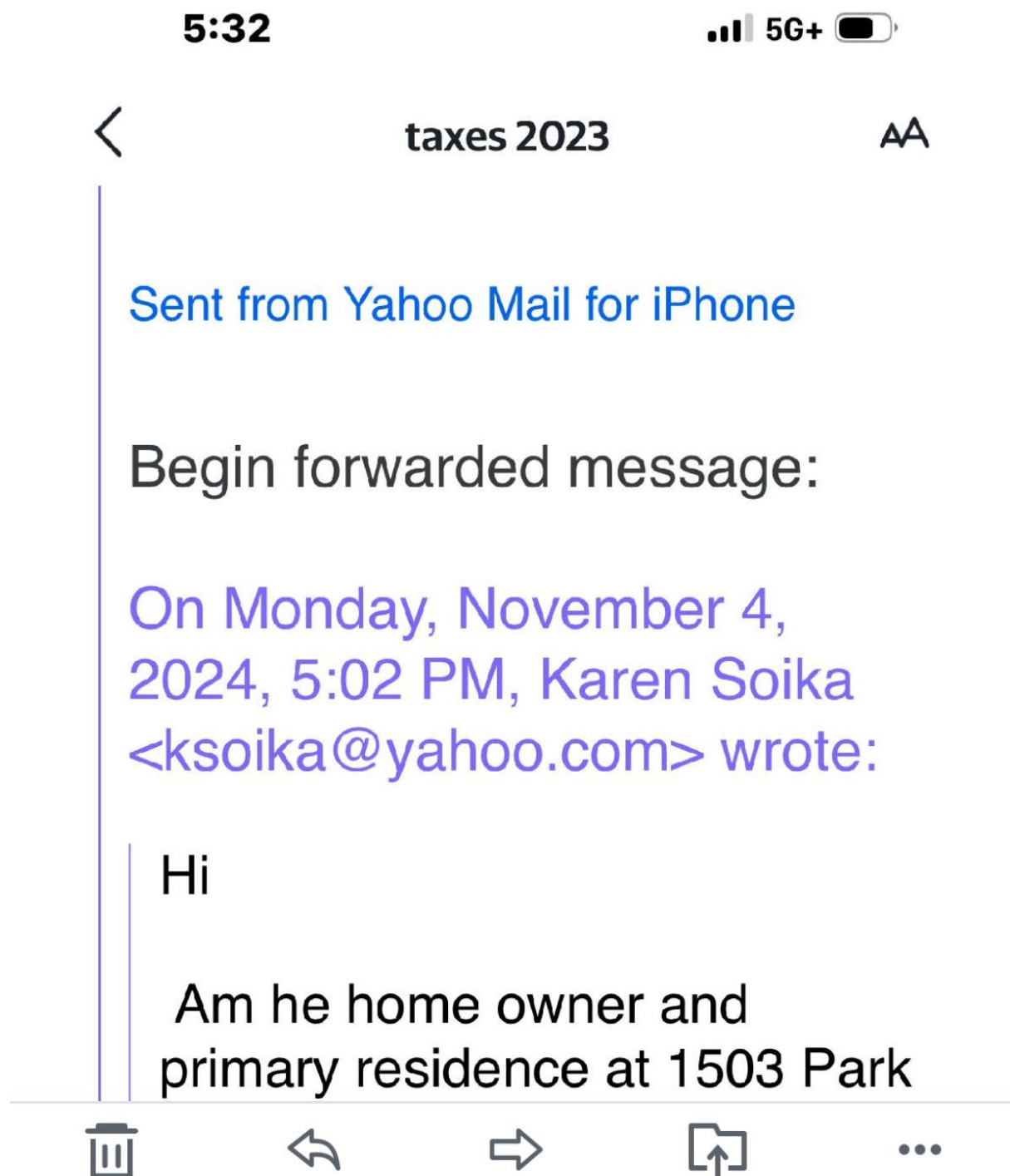


Me

📎 May 7 ☆

To: Stephanie Poll ▾

Hi. Yes it does. Open the email chain. Here is even the screen shot.



Delete

Reply

Forward

Move

More

6:37

5G+ 




AA

Re: taxes 2023



Me

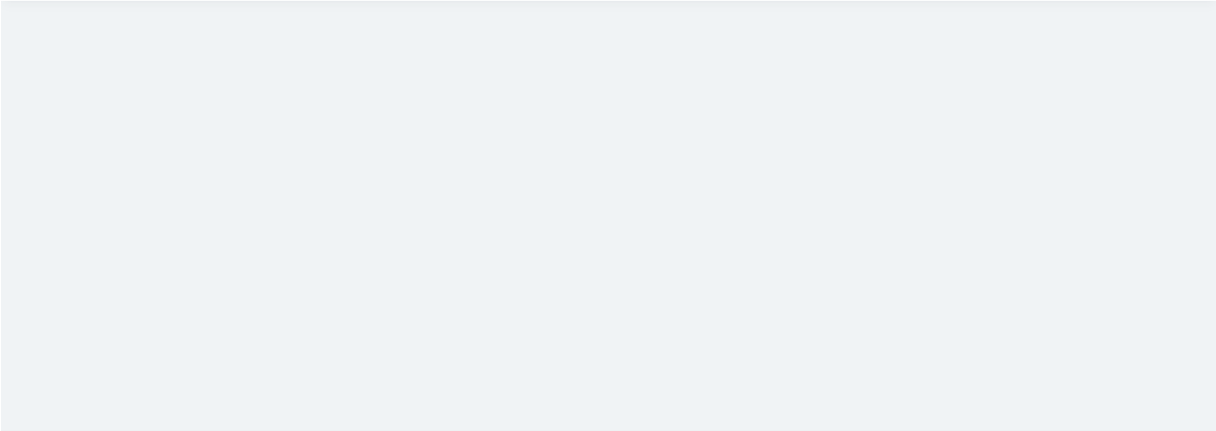
 May 8 

To: Stephanie Poll ▾

I sent you this five times. It's the actual email

Sent from Yahoo Mail for iPhone

Show trimmed content



-  Delete
-  Reply
-  Forward
-  Move
-  More



6:36

 5G+ 



SP

Stephanie Poll

Add keyword

Emails Photos Documents

 Category ▾

 Sent

 Received

 Star



EARLIER IN MAY

Edit

KS Me 5/8/25
Fw: taxes 2023
Again this is the actual email. Agai... ☆
✉ Sent/ksoika@yahoo.com

 **2023 Soika...rn_Filing.pdf**

KS Me 5/8/25
Re: taxes 2023
I sent you this five times. It's the ac... ☆
✉ Sent/ksoika@yahoo.com

SP Stephanie Poll 5/7/25
Re: taxes 2023
So, we can't take a screen shot. I n... ☆
✉ Inbox/ksoika@yahoo.com

KS Me 5/7/25
Re: taxes 2023
Here are the screen shots from my... ☆
✉ Sent/ksoika@yahoo.com

SP Stephanie Poll 5/7/25
RE: taxes 2023
So what **_____** to go in ☆

6:37

5G+



PRE Summit County.p...



* Submission of this application and statement authorizes the Assessor and/or staff to request or collect information enough to verify Primary Residence Status.



APPLICATION FOR RESIDENTIAL EXEMPTION

SUMMIT COUNTY ASSESSOR • PO BOX 128 • COALVILLE, UT 84017 • 435-336-3220
primaryresidence@summitcounty.org

DATE: _____

OWNER NAME: _____ PARCEL NUMBER: _____
 MAILING ADDRESS: Karen Soika
 1503 park ave park
 city ut 84060
 PHYSICAL ADDRESS: Karen Soika
 1503 park ave park
 city ut 84060

PLEASE ANSWER ALL OF THE FOLLOWING QUESTIONS IN REFERENCE TO THE "PHYSICAL ADDRESS ABOVE"

YES NO
☒ ☐ 1. Do you own any home(s) other than the one noted in the property address above? If YES, please list the complete address, and note whether they are being rented, or if they are used as a secondary/vacation residence.

X
☒ ☐ 2. Do you pay your income taxes in Utah? (Please see 2019 Senate Bill 13 for any tax implications)
☒ ☐ 3. Do you use the property address above for your federal and state tax returns?
☒ ☐ 4. Are you currently registered to vote in Summit County?
☒ ☐ 5. Are your vehicle(s), and/or boat(s), RV(s), registered in Summit County?
☐ ☐ 6. Please explain any NO answers, to questions 2-5 above:

☐ ☐ 7. ENCLOSE A COPY OF UT DRIVER'S LICENSE FOR EACH OWNER ON THE ACCOUNT:

Note: Statute 53-3-216 requires you to update the address on your driver's license within 10 days of moving. Driver's Licenses may be audited at any time for address authenticity.

Address on driver's license should match the physical address of the property.

The Declaration below is available for PUBLIC REVIEW: (excluding the rental contract)

Owner must initial ONE of the following:

☒ PRIMARY (Owner's permanent, full-time residence): I am the owner of the above identified residential property in Summit County. I have no other permanent residences in Utah or any other state or province. I will occupy this property at least 183 consecutive days per calendar year. DATE OF OCCUPANCY: 11/06/2023

☐ RENTAL/LEASING: I am leasing / renting, OR a family member is living in the above identified property. The tenant or family member is using the property as their permanent full-time residence and they have no other permanent residence. Tenant or family member's name & phone # _____

*12-MONTH Lease agreement required

A copy of the tenant's Utah driver's license, the address on the driver's license(s) should match the physical address of the property.

☐ NON-PRIMARY: The above identified property is NOT my permanent, full-time residence. I am not entitled to any primary residential exemption.

I understand that pursuant to Utah Code Annotated, Section 59-2-309(2), that any misrepresentation of the declaration above subjects the owner to severe penalties.

(All owners must sign)

Karen Soika

Signed: _____ Dated: 5/3/2025

Signed: _____ Dated: _____

Telephone #: _____ EMAIL _____

Dear Property Owner:

Utah law allows the Assessor's Office to exempt from taxation, 45% of the fair market value of residential property if the property is being used as a primary residence.

The Summit County Assessor's Office routinely conducts a review of homes located in Summit County in order to determine if this primary residential exemption is being applied correctly. In addition, all new ownership transfers must apply and qualify for the exemption.

In order to qualify for this exemption, certain criteria must be met. We are requesting that the application on the reverse side of this letter be filled out and returned to our office so the status may be determined and/or verified on your property.

Failure to complete, sign, and return this application may result in the loss of your exemption. Please complete the application (see reverse) and return to our office located at 60 N. Main Street, or mail to P.O. Box 128, Coalville, UT 84017.

We thank you for your prompt attention to this matter. If you have any questions, please call our office at 435-336-3220.

FAILURE TO COMPLETE THE ITEMS BELOW WILL RESULT IN THE APPLICATION MARKED INCOMPLETE AND MAILED BACK TO YOU

- COMPLETE THE ENCLOSED APPLICATION – ALL OWNERS MUST SIGN THE APPLICATION.
- INCLUDE A COPY OF UTAH DRIVER'S LICENSE FOR EACH OWNER ON THE ACCOUNT.
Address on the driver's license should match the physical address of the property
- IF THE PROPERTY IS RENTED, A LONGTERM LEASE IS REQUIRED.
** 12-month lease agreement required
A COPY OF THE RENTERS UTAH DRIVER'S LICENSE
Address on Driver's license should match the physical address on the application

If a person has a Utah driver's license, they can change the address on their driver's license to match the physical address. Once you have input the information asked for, take a screen shot of the document as it is not printable.

6:37

5G+ 



Re: taxes 2023

AA

So, we can't take a screen shot. I need you to forward the actual email that was sent so that I can see what attachment was there. The issue isn't contact with you

issue isn't contact with you
but that we did not receive
proof of domicile.

Stephanie

Sent from my Verizon,
Samsung Galaxy
smartphone
Get [Outlook for Android](#)

From: Karen Soika
<ksoika@yahoo.com>
Sent: Wednesday, May 7, 2025
5:51:48 PM
To: Stephanie Poll



Delete



Reply



Forward



Move



More

6:38

5G+ 



AA

Re: taxes 2023



Me

May 19



To: Stephanie Poll ▾

I'll see you in council. You are very corrupt. I have the email proof. So while you just feel entitled to be dishonest. I'm going to make sure they know how incompetent you are. This is insane.


[Sent from Yahoo Mail for iPhone](#)

Show trimmed content


Delete


Reply


Forward


Move


More

6:39

 5G+ 



Fw: taxes 2023

AA

Am he home owner and primary
residence at 1503 Park ave
Park city UT84060

Here are the 2023 taxes to prove
primary rate of property tax.

Thank you
Karen Soika

203-954-9293

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Monday, November 4, 2024,
2:53 PM, Karen Soika
<ksoika@yahoo.com> wrote:

Hide trimmed content



Delete



Reply



Forward



Move



More

6:38

5G+ A battery status icon showing a partially full battery.



AA

Re: taxes 2023



Me

May 9



To: Stephanie Poll ▾

I have done that three times. You may need someone who knows how to open forwarded mail. Politely this is getting out of control. I do not lie. EVER.

[Sent from Yahoo Mail for iPhone](#)

On Thursday, May 8, 2025,
10:30 AM, Stephanie Poll
<spoll@summitcountyutah.gov>
> wrote:

|

Karen, this is not that actual email but a screen print of an email that you sent. Go into your sent file, to this email and



6:37



Re: taxes 2023



Me

🔗 May 8 ☆

To: Stephanie Poll ▾

I sent you this five times. It's the actual email

Sent from Yahoo Mail for iPhone

On Wednesday, May 7, 2025,
5:55 PM, Stephanie Poll
<spoll@summitcountyutah.gov
> wrote:

**So, we can't take a screen
shot. I need you to forward
the actual email that was
sent so that I can see what
attachment was there. The**



Delete



Reply



Forward



Move



More

6:38

5G+



AA

Re: taxes 2023



Me

May 17 

To: Stephanie Poll ▾

Hi

Also you still have my house listed as a secondary in the county. I do need that adjusted to reflect primary. Which is what you agreed to for 2025 while I still await the abatement

Thank you

Karen Soika

[Sent from Yahoo Mail for iPhone](#)

Show trimmed content




Delete



Reply



Forward



Move



More

Please include all as it demonstrates a lot. She cannot even open a forwarded document. This all is ludicrous

Thank you

[Sent from Yahoo Mail for iPhone](#)

On Tuesday, May 27, 2025, 7:15 PM, Annette Singleton <asingleton@summitcountyutah.gov> wrote:

I provided your Application (attached) and the Assessor's staff report for the 5/7 Council meeting.

If you wish to add to the Council's 6/4 information packet, please email to me, in one file, so I can attach it to their agenda. Discretionary Tax Abatement Request/Applications are public information. Please read page one of the Application you submitted, and send to me any additional information for the continued discussion of this matter.

Annette Singleton

Executive Assistant
Summit County
435-336-3025

From: Karen Soika <ksoika@yahoo.com>
Sent: Tuesday, May 27, 2025 6:35 PM
To: Annette Singleton <asingleton@summitcountyutah.gov>
Subject: Re: 060425 Council Draft Agenda

My question is do I need to print all the Walmart receipts out for 16 months??
Thx

[Sent from Yahoo Mail for iPhone](#)

On Tuesday, May 27, 2025, 6:21 PM, Annette Singleton
<asingleton@summitcountyutah.gov> wrote:

Attached is Council's 060425 draft agenda. Please load to Granicus, or email to me, your presentations/staff reports by noon on Thursday for inclusion in Council's packet. Thank you!

Annette Singleton

Executive Assistant

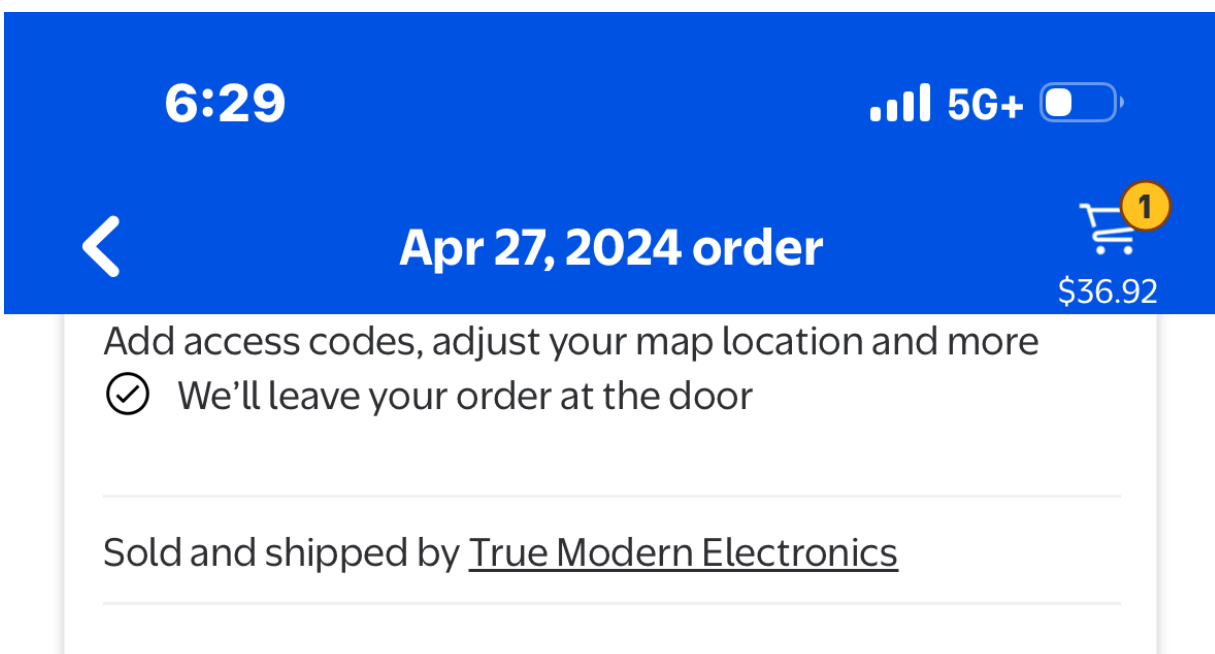
Summit County

435-336-3025

From: [Karen Soika](#)
To: [Annette Singleton](#)
Subject: Re: 060425 Council Draft Agenda
Date: Thursday, May 29, 2025 6:35:33 AM
Attachments: [IMG_9942.png](#)
[IMG_9941.png](#)
[IMG_9940.png](#)
[IMG_9939.png](#)
[IMG_9938.png](#)
[IMG_9937.png](#)
[IMG_9936.png](#)
[IMG_9935.png](#)
[IMG_9934.png](#)
[IMG_9933.png](#)
[IMG_9932.png](#)
[IMG_9931.png](#)
[IMG_9930.png](#)
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[IMG_9929.png](#)
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[IMG_9927.png](#)
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[IMG_9925.png](#)
[IMG_9922.png](#)
[IMG_9923.png](#)
[IMG_9921.png](#)
[IMG_9814.png](#)
[IMG_9815.png](#)
[IMG_9816.png](#)

Yes add all the Walmart purchases in 2024
Plus the proof one
Ailed Christine bull in Nov 2024 the taxes

Here are screen shots you. An include for all
Plus the screenshots of my exchanges with stephanie poll since May 2025 council hearing
proving her incompetence should NOT be at my expense



1 item



Return complete

[Return details](#)

Refund issued on May 10



Genuine Canon Ink Cartridges PG-243
and CL-244 Bulk Package MG2522
TS202 TS3122

\$34.95

Qty 1

New

[Contact seller](#) to ask about your order



Payment method



Ending in 4093

\$38.11

Subtotal

\$34.95

Tax

\$3.16

Total

\$38.11



Charge history



6:29

5G+



Apr 27, 2024 order



\$36.92

Order# 2000118-36362609

Have an issue with your order? [Get help](#)



Refund issued on Fri, May 10.



Delivery

Arrives by Mon, May 13

Sorry, your order is arriving late

Track shipment

Delivery address

Karen Soika
1503 Park Ave, Park City, UT 84060

Delivery instructions



Add access codes, adjust your map location and more

✓ We'll leave your order at the door

Sold and shipped by True Modern Electronics

1 item



Return complete

Return details

Refund issued on May 10



Genuine Canon Ink Cartridges PG-243
and CL-244 Bulk Package MG2522
TS202 TS3122

\$34.95

Qty 1



New

6:29

5G+



Purchase History



Scanner



\$36.92



Store purchase



Apr 29, 2024 purchase





Refund issued on Fri, May 10.

Delivery



Arrives by Mon, May 13



Sorry, your order is arriving late



[Track shipment](#)



Delivery

Delivered on Apr 26



Shop



My Items



Ask Sparky



Services



Account

6:29

5G+ 



Purchase History



Scanner



\$36.92



Store purchase



May 27, 2024 purchase



+1



Delivery



Delivered on May 18



Store purchase



Apr 29, 2024 purchase



Refund issued on Fri, May 10.

Delivery



Arrives by Mon. May 13



Shop



My Items



Ask Sparky



Services



Account

6:29

5G+



Purchase History



Scanner



\$36.92



Delivery from store

Delivered on Jun 01





Delivery from store

Delivered on May 27



Store purchase

May 27, 2024 purchase



+1



Delivery

Delivered on May 18



Shop



My Items



Ask Sparky



Services



Account

6:29

5G+ 



Purchase History



Scanner



\$36.92



Delivery

Delivered on Jun 09



Delivery


Delivered on Jun 08




Delivery from store


Delivered on Jun 01











Delivery from store
Delivered on May 27








Shop




My Items



Ask Sparky


Services



Account


6:29


 5G+ 




Purchase History



Scanner



\$36.92




Delivery
Delivered on Jul 12








Delivery from store
Delivered on Jun 30





2



Delivery from store

Delivered on Jun 28



Delivery

Delivered on Jun 09



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery

Delivered on Jul 14



Delivery

Delivered on Jul 12



Delivery from store

Delivered on Jun 30



2





Delivery from store

Delivered on Jun 28



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery from store

Delivered on Sep 02



+12



Delivery from store

Delivered on Jul 13





Delivery

Delivered on Jul 14



Delivery

Delivered on Jul 12



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery

Delivered on Sep 04



Delivery

Delivered on Sep 03



Delivery from store

Delivered on Sep 02



+6



Delivery from store

Delivered on Sep 02



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery

Delivered on Sep 08



Delivery

Canceled on Sep 07



We're sorry, we had to cancel these items. It may take up to 10 business days for the bank to remove payment authorization. If you have questions or want more information [Visit Help Center](#)



Delivery

Canceled on Sep 07



We're sorry, we had to cancel these items. It may take up to 10 business days for the bank to remove payment authorization. If you have questions or want more information [Visit Help Center](#)



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Sep 07, 2024 order



\$36.92

Order# 2000122-33922199

Have an issue with your order? [Get help](#)



Delivery

Delivered on Sep 11

Delivery address

Karen Soika

1503 Park Ave, Park City, UT 84060

Delivery instructions



Sold and shipped by [TIRES AND WHEELS EXPERTS](#)

1 item



More from this order



Delivery



Delivery

Delivered on Sep 08

Delivery address

Karen Soika

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery from store

Delivered on Oct 07



4



+18



Delivery

Delivered on Sep 11





Delivery



Delivered on Sep 08



Delivery



Canceled on Sep 07

We're sorry, we had to cancel these items. It may take up to 10 business days for the bank to remove payment authorization. If you



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery from store



Delivered on Oct 28

Subscription shipment



Store purchase

Oct 22, 2024 purchase



+15



Delivery

Delivered on Oct 09



Delivery from store

Delivered on Oct 07





Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Nov 02, 2024 purchase



\$36.92

TC# 4694-3001-5248-9020-4978

Store purchase



Nov 02, 2024 purchase



[Receipt details](#)

Store location

Heber city Supercenter

1274 S US HIGHWAY 189, HEBER CITY, UT 84032

1 item





Payment method



Walmart Visa ending in 5687

Subtotal

\$46.50

Associate discount

-\$1.50

Tax

\$0.00

Total

\$45.00

6:28

5G+



Sep 07, 2024 order



\$36.92

Order# 2000122-33922199

Have an issue with your order? [Get help](#)



Delivery



Delivery

Delivered on Sep 11

Delivery address

Karen Soika
1503 Park Ave, Park City, UT 84060

Delivery instructions



Sold and shipped by TIRES AND WHEELS EXPERTS

1 item



More from this order



Delivery

Delivered on Sep 08

Delivery address

Delivery address

Karen Soika

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery from store

Delivered on Oct 07



4



+18



Delivery

Delivered on Sep 11



Delivery

Delivered on Sep 08





Delivery

Canceled on Sep 07



We're sorry, we had to cancel these items. It may take up to 10 business days for the bank to remove payment authorization. If you



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+



Purchase History



Scanner



\$36.92



Delivery from store

Delivered on Oct 28



Subscription shipment





Store purchase

Oct 22, 2024 purchase



+15



Delivery

Delivered on Oct 09



Delivery from store

Delivered on Oct 07



Shop



My Items



Ask Sparky



Services



Account

6:28

5G+ 



Nov 02, 2024 purchase



\$36.92

TC# 4694-3001-5248-9020-4978

Store purchase



Nov 02, 2024 purchase

 [Receipt details](#)

Store location

Heber city Supercenter
1274 S US HIGHWAY 189, HEBER CITY, UT 84032

1 item



Payment method

VISA Walmart Visa ending in 5687

Subtotal \$46.50

Associate discount -\$1.50

Tax \$0.00

Total **\$45.00**

6:27

5G+



Purchase History



Scanner



\$36.92



Store purchase

Nov 12, 2024 purchase



+5



Store purchase



Nov 07, 2024 purchase



+20



Delivery



Canceled

You canceled your items on Nov 02. It may take up to 10 business days for the bank to remove payment authorization.



Store purchase



Nov 02, 2024 purchase



Shop



My Items



Ask Sparky



Services



Account

6:27





Purchase History



Scanner



\$36.92



Delivery from store

Delivered on Dec 11



Delivery

Delivered on Nov 13



Delivery

Delivered on Nov 13





Store purchase



Nov 12, 2024 purchase



Shop



My Items



Ask Sparky



Services



Account

6:27

5G+



Dec 11, 2024 order



\$36.92

Order# 2000126-58524087

Have an issue with your order? [Get help](#)



Delivery from store

Delivered on Dec 11

Delivery address

Karen Soika

1503 Park Ave, Park City, UT 84060

1505 Park Ave, Park City, UT 84060

Delivery instructions



4 items received



Reorder all



Payment method



Ending in 5687

\$58.00

Subtotal

~~\$52.72~~

\$48.72

6:27

5G+

Purchase History





Delivery

**Canceled on Dec 19**

We're sorry, we had to cancel these items. It may take up to 10 business days for the bank to remove payment authorization. If you have questions or want more information [Visit Help Center](#)



Delivery

**Canceled on Dec 19**

We're sorry, we had to cancel these items. It may take up to 10 business days for the bank to remove payment authorization. If you have questions or want more information [Visit Help Center](#)



Freight shipping


**In transit, arriving late**


We're sorry for the delay.


we're sorry for the delay


[Get more information](#) in our Help Center


PlacedPreparingDelayedDelivered

Shop

My Items


Ask Sparky

Services


Account


6:27


5G+




Purchase History

Scanner

\$36.92






Freight shipping

In transit, arriving late

We're sorry for the delay

[Get more information](#) in our Help Center

PlacedPreparingDelayedDelivered



169



Track shipment



Delivery

Delivered on Dec 20



Freight shipping



Shop



My Items



Ask Sparky



Services



Account

6:26

5G+



Dec 21, 2024 purchase



\$36.92

TC# 1078-8728-6191-4089-1733

Start a return

Store purchase



Dec 21, 2024 purchase

 [Receipt details](#)

Store location

Park city Supercenter
6545 LANDMARK DR, PARK CITY, UT 84098

4 items



Payment method



Card ending in 6734

Subtotal \$16.89

Tax \$1.17

Total **\$18.06**

9:00



5G+



RE: taxes 2023

AA

From: Karen Soika

<ksoika@yahoo.com>

Sent: Friday, November 15,
2024 1:38 PM

To: Christine Hull

<chull@summitcountyutah.gov>

Subject: Fw: taxes 2023

You don't often get email from

ksoika@yahoo.com. Learn why this is

ksoika@yahoo.com. [Learn why this is important](#)

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Monday, November 4,
2024, 5:02 PM, Karen Soika
<ksoika@yahoo.com> wrote:

Thank you.

Here you go!

Ok.



Delete



Reply



Forward



Move



More

9:00



5G+



RE: taxes 2023

AA

Begin forwarded message:

Begin forwarded message:

On Monday, November 4,
2024, 5:02 PM, Karen Soika
<ksoika@yahoo.com> wrote:

Hi

Am he home owner and
primary residence at 1503
Park ave Park city UT84060

Here are the 2023 taxes to
prove primary rate of
property tax.

Thank you

Karen Soika

203-954-9293

Thank you.

Here you go!

Ok.



Delete



Reply



Forward



Move



More

9:01



5G+



RE: taxes 2023

AA

Here are the 2023 taxes to
prove primary rate of
property tax.

Thank you

Karen Soika

203-954-9293

[Sent from Yahoo Mail for iPhone](#)

Begin forwarded message:

On Monday, November 4,
2024, 2:53 PM, Karen Soika
<ksoika@yahoo.com>

wrote:

Thank you.

Here you go!

Ok.



Delete



Reply



Forward



Move



More

[Sent from Yahoo Mail for iPhone](#)

On Tuesday, May 27, 2025, 7:15 PM, Annette Singleton <asingleton@summitcountyutah.gov>
wrote:

I provided your Application (attached) and the Assessor's staff report for the 5/7
Council meeting.

If you wish to add to the Council's 6/4 information packet, please email to me, in one
file, so I can attach it to their agenda. Discretionary Tax Abatement
Request/Applications are public information. Please read page one of the Application
you submitted, and send to me any additional information for the continued discussion
of this matter.

Annette Singleton

Executive Assistant
Summit County
435-336-3025

From: Karen Soika <ksoika@yahoo.com>
Sent: Tuesday, May 27, 2025 6:35 PM
To: Annette Singleton <asingleton@summitcountyutah.gov>
Subject: Re: 060425 Council Draft Agenda

My question is do I need to print all the Walmart receipts out for 16 months??
Thx

[Sent from Yahoo Mail for iPhone](#)

On Tuesday, May 27, 2025, 6:21 PM, Annette Singleton
<asingleton@summitcountyutah.gov> wrote:

Attached is Council's 060425 draft agenda. Please load to Granicus, or email to me, your presentations/staff reports by noon on Thursday for inclusion in Council's packet. Thank you!

Annette Singleton

Executive Assistant
Summit County
435-336-3025



MINUTES

SUMMIT COUNTY

County Council

RICHINS AUDITORIUM

1885 W. UTE BLVD., PARK CITY, UT, 84098

WEDNESDAY, MAY 7, 2025

Meeting also conducted via Zoom.

DRAFT

1. Closed Session (1:37 PM)

Canice Harte made a motion to enter closed session to discuss litigation. (1:37 PM). Megan McKenna seconded, and all voted in favor, (5-0).

1) Litigation (1:37 PM)

Council Members Hanson, Harte, Robinson, Armstrong, and McKenna, along with Manager Shayne Scott, Deputy Manager Janna Young, Attorney Margaret Olson, Chief Civil Deputy Attorney Dave Thomas, Civil Attorney Ryan Stack, Public Works Director John Angell, Lands and Natural Resource Director Jessica Kirby and Executive Secretary Annette Singleton met in closed session to discuss litigation. (1:37 PM)

Canice Harte made a motion to enter open session (2:39 PM). Roger Armstrong seconded, and all voted in favor, (5-0).

Move to auditorium (2:40 PM)

2. Work Session (2:50 PM)

Tonja B Hanson
Canice Harte
Roger Armstrong
Megan McKenna
Excused: Christopher Robinson

Shayne Scott
Janna Young
Margaret Olson
Dave Thomas
Peter Barnes
Derek Siddoway
Bridget Conway
Aaron Newman
Pamella Bello
Cristie Frey
Stephanie Poll
Lynda Viti
Richard Butz
Eve Furse
Brian Craven

1) Pledge of Allegiance (2:51 PM)

2) Overview and walk through of FlashVote, a new public engagement surveying tool; Derek Siddoway and Bridget Conway, FlashVote representatives (2:51 PM)

Attachment: Cover Page

Attachment: FlashVote Excerpt Summit County UT 10 Minutes 5-7-25

Derek Siddoway, Communication Director, introduced FlashVote and Kevin Lyons, FlashVote Co-founder and

Chief Scientist. Mr. Lyons provided an overview of the service. (2:51 PM)

Council Members commented and asked questions. Mr. Lyons and Director Siddoway responded. (3:02 PM)

3) ***Discussion regarding Canyons Village parking garage; Laurel Simpson*** (3:14 PM)

Attachment: Cover Page

Attachment: Phase 1 Approved Building Permit Set_Selected Sheets.pdf

Attachment: Planning Approval Set_Selected Sheets.pdf

Laurel Simpson, TCFC Garage Co, LP representative, spoke about the parking garage at the Canyons base of Park City Mountain Resort. (3:14 PM)

Mark Oakeson, Commercial Division Manager Wadsworth Brothers Construction, provided additional information about the parking garage. (3:17 PM)

Council members commented and asked questions. The presenters responded. (3:26 PM)

Canice Harte made a motion to convene as the Behavioral Health Local Authority. (3:36 PM). Roger Armstrong seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

3. **Convene as the Behavioral Health Local Authority** (3:36 PM)

1) ***Consideration and approval of the FY26 Local Authority Budget & Area Plan; Aaron Newman, Pamella Bello, and Cristie Frey*** (3:36 PM)

Attachment: Cover Page

Attachment: Staff Report FY26 Area Plan.pdf

Attachment: FY26 Area Plan Presentation .pdf

Aaron Newman, Director of Behavioral Health, presented the Fiscal Year 2026 Budget and Plan. Cristie Frey, Clinical Director, supported the presentation. (3:36 PM)

Pamella Bello, Director of Behavioral Health Prevention, spoke about the activities of the last year and the plans for the future. (3:42 PM)

Council members commented and asked questions. The presenters responded. (4:00 PM)

Canice Harte made a motion to approve the Fiscal Year 2026 Local Authority Budget & Area Plan. (4:03 PM). Roger Armstrong seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Canice Harte made a motion to dismiss as the Behavioral Health Local Authority and reconvene as County Council. (4:03 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

4. **Consideration of Approval** (4:03 PM)

1) ***Approval of Proclamation No. 2025-03, a Proclamation Recognizing Richard Butz for 33 years of dedicated public service to the Citizens of Summit County, Utah; Peter Barnes*** (4:03 PM)

Attachment: Cover Page

Attachment: Proclamation 2025-03 Richard Butz.docx

Community Development Director Peter Barnes presented the Proclamation. (4:04 PM)

Council and retired Development Director Pat Putt commented, and Richard Butz expressed his gratitude and commented. (4:11 PM)

Roger Armstrong made a motion to approve Proclamation No. 2025-03, a Proclamation Recognizing Richard Butz. (4:17 PM). Canice Harte seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Attachment: Proclamation 2025-03 Richard Butz Executed

2) ***Discussion and action regarding Park City Area Restaurant Association's request to change the use of Restaurant Tax Grant funds received in 2024; Billy Demong*** (4:28 PM)

Attachment: Cover Page

Attachment: Letter from Restaurant Tax Advisory Committee.docx

Attachment: Park City Area Restaurant Association Request.pdf

Billy Demong, Restaurant Tax Advisory Committee Chair, requested to reallocate funds from a digital platform to a non-digital one for grant 24-24 Spring Dine-About. (4:29 PM)

Canice Harte made a motion to approve the Park City Area Restaurant Association's request to change the use of the Restaurant Tax Grant received in 2024. (4:31 PM). Roger Armstrong seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

- 3) ***Discussion and approval of Restaurant Tax Advisory Committee's 2025 grant recommendations; Billy Demong and Alyssa Marsh*** (4:31 PM)

Attachment: Cover Page

Attachment: 2025 Restaurant Tax Grant Recommendations.docx

Billy Demong, Restaurant Tax Advisory Committee Chair, presented the recommendations for the 2025 Grants. (4:31 PM)

Council members asked questions and commented. Chair Demong, Chief Civil Deputy Attorney Dave Thomas, and Administrative Assistant Amy Jones responded. (4:34 PM)

Roger Armstrong made a motion to approve the Restaurant Tax Advisory Committee's 2025 grant recommendations with the exception of the grant to the Sundance Film Festival, which is pulled. (4:46 PM). Canice Harte seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

- 4) ***Discussion and action regarding a Discretionary Tax Abatement for Shea Price and Rodolfo Bonilla, Parcel PR-44; Stephanie Poll*** (4:47 PM)

Attachment: Cover Page

Attachment: Discretionary Tax Abatement Request-Shea Price, Rodolfo Bonilla, PR-44.pdf

Attachment: Staff Report for PR-44 Discretionary Abatement Application.pdf

The applicant, Shea Price, presented her request for an abatement. (4:47 PM)

Assessor Stephanie Poll explained why the primary residential exemption had changed and the history of notices for the property. (4:50 PM)

Council members commented and asked questions. Assessor Stephanie Poll and Chief Civil Deputy Attorney Dave Thomas responded. (4:53 PM)

Roger Armstrong made a motion to deny a Discretionary Tax Abatement for Shea Price and Rodolfo Bonilla, Parcel PR-44. (4:58 PM). Canice Harte seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

- 5) ***Discussion regarding a Discretionary Tax Abatement for Karen Soika, Parcel HULBERT-1; Stephanie Poll*** (4:59 PM)

Attachment: Cover Page

Attachment: Discretionary Tax Abatement Request-Karen Soika, Parcel HULBERT-1.pdf

Attachment: Staff Report for HULBERT-1 Discretionary Abatement Application.pdf

Applicant Karen Soika presented her request for abatement. (4:59 PM)

Assessor Stephanie Poll provided the basis for denying the primary residence exemption. (5:08 PM)

Council members asked questions. Applicant Soika and Assessor Poll responded. (5:11 PM)

Council tabled the item for further consideration. (5:18 PM)

- 6) ***Discussion and approval of polling locations and notice of revised municipal precinct boundaries to reflect annexations; Eve Furse*** (5:18 PM)

Attachment: Cover Page

Attachment: Summit County Clerk Staff Report - 2025 Revised Municipal Precincts and Polling Locations.pdf

Attachment: Kamas Precincts.pdf

Attachment: Park City Precincts.pdf

Attachment: Notice to the State of Precinct changes for 2025.pdf

Attachment: PrecinctList Summit.pdf

Clerk Eve Furse explained the Vote Centers that the County would like to use this year for elections if needed. (5:19 PM)

Roger Armstrong made a motion to approve the 2025 polling locations as contained in the packet: Kamas County Services Building 110 North Main Kamas, UT; Coalville City Hall 10 North Main Coalville, UT; Park City Municipal Marsac Building 445 Marsac Ave. Park City, UT; Sheldon Richins Building 1885 Ute Blvd. Park City, UT. (5:20 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Clerk Furse explained the precinct and split changes provided in the packet. (5:21 PM)

Council Members commented and asked questions. Clerk Furse responded. (5:23 PM)

7) ***Approval of Council Minutes dated February 26, 2025, March 12, 2025, and March 14, 2025*** (5:24 PM)

Attachment: Cover Page

Attachment: SCC Draft Minutes 02-26-25.pdf

Attachment: SCC Draft Minutes 03-12-25.pdf

Attachment: SCC Draft Minutes 03-14-25.pdf

Canice Harte made a motion to approve Council Minutes dated February 26, 2025 and March 12, 2025, as contained in the packet. (5:24 PM). Roger Armstrong seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Canice Harte made a motion to approve Council Minutes dated March 14, 2025 as contained in the packet. (5:24 PM). Megan McKenna seconded, and all voted in favor, (3-0). Absent: Christopher Robinson. Abstain: Roger Armstrong.

8) ***Council and Manager comments*** (5:24 PM)

Deputy Manager Janna Young called attention to an email that updated the Council on a short-term rental software contract and other issues. (5:24 PM)

Council Member Megan McKenna provided updates about her activities on behalf of the Council last week. (5:25 PM)

Deputy Manager Young added two items pertaining to Health Department funding. (5:28 PM)

Council Chair Tonja B Hanson provided updates about her activities on behalf of the Council last week. (5:30 PM)

Break (5:32 PM)

5. ***Public Input*** (5:57 PM)

Council Chair Hanson opened the meeting for public input. (5:58 PM)

Bob Radke commented about difficulties with a neighboring property owner. Chief Civil Deputy Attorney Dave Thomas and Council members responded. (5:58 PM)

Council Chair Hanson closed the meeting for public input. (6:11 PM)

6. ***Open Meetings Act Training (all Boards and Districts invited to attend); Lynda Viti*** (6:13 PM)

Attachment: Open Meetings Act Presentation-corrected

Civil Deputy Attorney Lynda Viti provided an overview of the Open and Public Meetings Act. (6:13 PM)

Council Chair Hanson asked for any questions, comments or concerns. None were given. (6:31 PM)

7. ***Adjournment*** (6:31 PM)

Tonja B Hanson made a motion to adjourn. 0 seconded.

Tonja B. Hanson, Chair

Eve Furse, Clerk



MINUTES

SUMMIT COUNTY

County Council

RICHINS AUDITORIUM

1885 W. UTE BLVD., PARK CITY, UT, 84098

WEDNESDAY, MAY 14, 2025

Meeting also conducted via Zoom.

DRAFT

1. **Work Session (4:11 PM)**

Roger Armstrong

Tonja B Hanson

Canice Harte

Megan McKenna

Excused: Christopher Robinson

Shayne Scott

Dave Thomas

Rachael Brard

Chase Black

Stephanie Poll

John Angell

Jessika O'Brien

Eve Furse

Brian Craven

1) ***Pledge of Allegiance (4:11 PM)***

2. **Consideration of Approval (4:11 PM)**

1) ***Discussion and action regarding a request, by Summit County Lands & Natural Resources Department, for an extension of time to use RAP Tax Recreation grant funds awarded in 2023; Jess Kirby (4:11 PM)***

Attachment: Cover Page

Attachment: RAP Recreation Grant Extension Request by L&NR.pdf

Rachael Brard, Lands & Natural Resources Resource Program and Project Administrator, explained the basis for the requested extension. (4:12 PM)

Megan McKenna made a motion to approve a request by the Lands & Natural Resources Department for an extension of time to use RAP Tax Recreation grant funds awarded in 2023 until December 31, 2025. (4:13 PM). Roger Armstrong seconded, and all voted in favor, (4-0). Absent: Christopher

Robinson.

- 2) ***Continued discussion and approval of Restaurant Tax Advisory Committee's 2025 grant recommendations; Billy Demong and Alyssa Marsh*** (4:14 PM)

Attachment: Cover Page

Attachment: SCRTAC Letter RES_45_2025 \$85000.docx

Attachment: 2025 SCRTAC Final Recommendations for Council Updated.docx

Alyssa Marsh, Summit County Restaurant Tax Advisory Committee Vice Chair, and Billy Demong, Summit County Restaurant Tax Advisory Committee Chair, explained that the Committee would prefer to roll the unallocated money to the 2026 grant fund. (4:15 PM)

Council Members commented. (4:16 PM)

Roger Armstrong made a motion to approve the Restaurant Tax Advisory Committee's 2025 grant recommendations as presented. (4:18 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

- 3) ***Discussion and action regarding a Discretionary Tax Abatement request from Yormann Danny Guanipa, Parcel #CVILLC-141*** (4:18 PM)

Attachment: Cover Page

Attachment: Discretionary Tax Abatement Request-Quanipa, Parcel CVILLC-141.pdf

Attachment: Staff Report for Discretionary Abatement Parcel #CVILLC-141.pdf

Ian Poor, President and Principle Lending Manager at Intermountain Mortgage Company appeared on behalf of Yormann Danny Guanipa and provided an initial overview of the request. (4:20 PM)

Mr. Guanipa provided further background to support his request. (4:22 PM)

Assessor Stephanie Poll explained the County's actions. (4:24 PM)

Council Members commented and asked questions. President Poor and Assessor Poll responded. (4:26 PM)

Roger Armstrong made a motion to deny the Discretionary Tax Abatement request from Yormann Danny Guanipa, Parcel #CVILLC-141. (4:45 PM). Canice Harte seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

- 4) ***Discussion and action regarding tax lien sale of properties, Parcel ID#s: S-1175, PP-63-B, and SA-254-2; Chase Black*** (4:45 PM)

Attachment: Cover Page

Attachment: 2025.05.14 Tax Sale Staff Report.pdf

Chief Deputy Auditor Chase Black presented on lien sale Parcel Number S-1175. He recommended the parcel be withdrawn from the 2025 tax sale, because the County had erroneously assessed set some of the mining claims on this property, and the owner will pay the balance attributable to the remaining mining claims. (4:46 PM)

Roger Armstrong made a motion to to withdraw Parcel S-1175 from the May tax sale to allow discretion to abate the taxes by the amount attributable to the

erroneous assessment of the mining claims within this property, and, have the owner pay the balance attributable to the remaining mining claims in the amount of \$ 4,880.02. (4:52 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Auditing Technician Jessika O'Brien presented Parcel ID# PP-63-B for withdrawal from the 2025 Tax sale to allow time to complete the clean-up of ownership issues and deed to the County. (4:52 PM)

Megan McKenna made a motion to withdraw Parcel ID# PP-63-B from the 2025 Tax sale to allow time for clean-up and deed to the County for completion the tax lien will remain and interest on taxes due will continue to accrue; Attorney and Auditor will follow up with the Utah Athletic Foundation (UAF) and the Planning Department; once the deeds recorded, the delinquent taxes, interest, penalties, and fees will be abated and collection efforts will terminate afterward. (4:53 PM). Canice Harte seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Auditing Technician O'Brien presented on Parcel SA-254-2. She recommended withdrawing this property from the 2025 Tax sale to allow Park City the opportunity to clear the title. (4:55 PM)

Roger Armstrong made a motion to withdraw SA-254-2 from the 2025 tax sale to allow Park City Municipal time to clear the title; the tax lien will remain, and interest on the outstanding taxes will continue to accrue as expected; The Attorney and Auditor will follow up with the City; if the title is cleared, delinquent taxes, interest, penalties, and fees should be abated, and collection efforts should be terminated. (4:57 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

- 5) ***Discussion and approval of the RAP Tax Cultural Committee's 2025 grant recommendations; Sharon Serpico Hanson*** (4:57 PM)

Attachment: Cover Page

Attachment: 2025 RAP Cultural Recommendations.docx

Sharon Serpico Hanson, RAP Tax Cultural Committee Chair, presented the committee's recommendation. (4:58 PM)

Council members commented and asked questions. Chief Civil Deputy Attorney Dave Thomas, Manager Shayne Scott and Administrative Assistant Amy Jones responded. (5:07 PM)

Canice Harte made a motion to approve the RAP Tax Cultural Committee's 2025 grant recommendations as outlined in the packet. (5:20 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

- 6) ***Adoption of Proclamation No. 2025-04, a Proclamation Declaring May 18-24, 2025 National Public Works Week; John Angell*** (5:21 PM)

Attachment: Cover Page

Attachment: Proclamation 2025-04 Public Works Week.docx

Public Works Director John Angell presented the Proclamation. (5:21 PM)

Council members commented. (5:24 PM)

Roger Armstrong made a motion to adopt Proclamation No. 2025-04, a Proclamation Declaring May 18-24, 2025, National Public Works Week, as contained in the packet. (5:29 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Attachment: Proclamation 2025-04 National Public Works Week Executed

7) ***Possible approval of Council Minutes dated March 19, 2025, March 26, 2025, and April 2, 2025*** (5:30 PM)

Attachment: Cover Page

Attachment: SCC Draft Minutes 03-19-25.pdf

Attachment: SCC Draft Minutes 03-26-25.pdf

Attachment: SCC Draft Minutes 04-2-25.pdf

Canice Harte made a motion to approve Council Minutes dated March 19, 2025, March 26, 2025, and April 2, 2025 as presented in the packet. (5:30 PM). Roger Armstrong seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

8) ***Council and Manager comments*** (5:31 PM)

Council member Canice Harte explained he would need to leave early. (5:31 PM)

Council member Rodger Armstrong provided updates about his activities on behalf of the Council last week. (5:31 PM)

Council member Megan McKenna provided updates about her activities on behalf of the Council last week. (5:33 PM)

Council Chair Tonja B Hanson provided updates about her activities on behalf of the Council last week. (5:35 PM)

Manager Shayne Scott updated Council on activities at the County. (5:35 PM)

Council member Armstrong asked a question about districting. Clerk Eve Furse and Chief Civil Deputy Attorney Dave Thomas answered. (5:37 PM)

3. **Public Input** (5:57 PM)

Roger Armstrong
Tonja B Hanson
Megan McKenna
Absent: Canice Harte
Excused: Christopher Robinson

Shayne Scott
Dave Thomas
Rachael Brard
Chase Black
Stephanie Poll
John Angell
Jessika O'Brien
Eve Furse
Brian Craven

Council Chair Hanson opened the meeting for public input. (5:57 PM)

No one appeared.

Council Chair Hanson closed the meeting for public input.

Roger Armstrong made a motion to enter closed session to discuss litigation. (6:01 PM). Megan McKenna seconded, and all voted in favor, (3-0). Absent: Christopher Robinson, Canice Harte.

4. **Closed Session** (6:01 PM)

1) ***Litigation*** (6:01 PM)

Council Member Christopher Robinson was present for closed session litigation. (6:01 PM)

Council Members Hanson, Robinson, Armstrong, and McKenna, along with Manager Shayne Scott, Deputy Manager Janna Young, Chief Civil Deputy Attorney Dave Thomas and Executive Secretary Annette Singleton met in closed session to discuss litigation. (6:01 PM)

Roger Armstrong made a motion to leave closed session to discuss litigation and enter into closed session to discuss property acquisition. (6:43 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Canice Harte.

Council Member Christopher Robinson left closed session. (6:43 PM)

2) ***Property Acquisition*** (6:43 PM)

Council Members Hanson, Armstrong, and McKenna, along with Manager Shayne Scott, Deputy Manager Janna Young, Chief Civil Deputy Attorney Dave Thomas and Executive Secretary Annette Singleton met in closed session to discuss property acquisition. (6:43 PM)

5. **Adjournment** (7:00 PM)

Roger Armstrong made a motion to adjourn. Megan McKenna seconded, and all voted in favor, (3-0). Absent: Christopher Robinson, Canice Harte.

Tonja B. Hanson, Chair

Eve Furse, Clerk