



AGENDA
COUNCIL OF GOVERNMENTS (COG)
Monday, November 17, 2025

NOTICE is hereby given that the Summit County Council of Governments (COG) will meet, on Monday, November 17, 2025, electronically, via Zoom, and at the anchor location of the Summit County Health Department, 650 Round Valley Drive., Park City, UT 84060

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

Join Zoom webinar: <https://summitcountyut.zoom.us/j/94870632443>

To listen by phone only: Dial 1-301-626-6799, Webinar ID: 948 7063 2443

6:00 PM - Pledge of Allegiance (5 min)

6:05 PM - Review of Draft Transportation Sales Tax (TST) Policy Document with Summary of Key Decision Points; Eva De Laurentiis

TST Policy:

[TST Packet for COG 111725.pdf](#)

6:40 PM - Review and discuss COG Interlocal Cooperation Agreement

Interlocal Agreement:

[COG Amended Interlocal Agreement 2013.pdf](#)

6:55 PM - Community updates from Mayors

7:15 PM - Possible nomination and appointment of 2026 COG Chair, Vice Chair, and Secretary/Treasurer

7:20 PM - Approval of COG meeting minutes September 16, 2025

9/16/25 Minutes:

[COG Draft Minutes 09-16-25.pdf](#)

7:25 PM - Set date of next meeting: _____

7:30 PM - Adjournment

Any prayer or invocation that may be offered before the start of a Summit County Council of Government ("COG") meeting is a voluntary offering by a private citizen; has not been previously reviewed or approved by the COG; should not be considered an endorsement of any particular religion by the COG, as the beliefs, viewpoint, and content are personal to the speaker; and no participation by any person in attendance is required. A list of volunteers is maintained by the

Office of the Summit County Clerk ("Clerk") and interested persons should contact the Clerk for further information.

Members of the Council of Governments, presenters, and members of public, may attend by electronic means, using Zoom (phone or video). Such members may fully participate in the proceedings as if physically present. The anchor location for purposes of the electronic meeting is the Summit County Health Department, 650 Round Valley Drive, Park City, UT 84060

Individuals with questions, comments, or needing special accommodations pursuant to the Americans with Disabilities Act regarding this meeting may contact Annette Singleton at (435) 336-3025



Transportation Planning
1885 West Ute Boulevard
Park City, UT 84098
summitcounty.gov

Date: 11/17/2025
To: Council of Governments (COG)
Shayne Scott, County Manager
From: Eva De Laurentiis, Transportation Planning Deputy Director
Re: Transportation Sales Tax Policy

County staff seeks confirmation of the Council of Governments' (COG) Transportation Sales Tax (TST) Program framework. This will guide annual project programming, funding management, and reporting practices, ensuring a consistent and transparent process across all participating agencies. Once finalized, these procedures will be incorporated into a TST Policy Manual (Exhibit 2).

The Transportation Sales Tax (TST) Program is a Summit County initiative funded by a voter-approved 0.25% "3rd Quarter" sales tax, established in 2016. The program supports regionally significant transportation projects that enhance connectivity, reduce congestion, and promote economic development. Funds are distributed under Utah Code 59-12-2217 (Exhibit 3) for transportation improvements.

A TST Policy Committee made up of members of the COG and local agency staff has been working to establish a comprehensive policy manual since Fall 2024. Summit County staff have identified several program management principles on which the policy committee appears to have consensus, including the establishment of annual regional priorities by COG, annual budgeting and reporting requirements, and defined processes for funding transfers and change management. Staff request COG's review and confirmation of these principles (Exhibit 1) in addition to several other items where agreement among committee members has not been reached. Committee members have yet to reach agreement on introducing multi-year programming or a multi-entity application review panel.

The committee has also discussed at length the possibility of implementing a point-of-sale allocation method or an annual funding cap for individual entities (e.g., prohibiting any single entity from receiving more than 45 percent of available funds). Summit County legal counsel advises that neither a point-of-sale allocation nor a funding cap aligns with the intent of Utah Code 59-12-2217.

The code calls for TST-funded projects to be selected through a merit-based prioritization process that uses weighted criteria to evaluate and rank eligible, regionally significant projects.

The County Council must then approve the resulting priority list. A funding cap is not explicitly prevented by the code, but it could conflict with the statute if it prevents allocation of funds based on merit and regional need. Consequently, these options are not included in this recommendation, but COG may wish to discuss further.

In summary, confirming the areas of agreement outlined in this memorandum and in Exhibit 1 will establish a clear and consistent framework for administering the TST Program. While there is accord on key program management practices, COG input is still needed on several policy items, including: 1) multi-year programming, 2) the structure of an application review panel, and 3) the final evaluation criteria. Reaching decision will ensure that the program aligns with the prioritization process required under Utah Code 59-12-2217 and supports regionally significant transportation needs. Staff request that COG members review these items and provide feedback at the November 17, 2025 meeting so final recommendations may be forwarded to the Summit County Council for approval.

Items for COG Confirmation

1. **Set Regional Priorities Annually**
 - COG will adopt annual regional priorities to guide project selection and funding allocations.
2. **Issue an Annual Call for Projects**
 - Summit County (for COG) will release a spring call for projects.
 - Agencies will submit competitive concept applications for consideration.
3. **Enforce Budgeting and Reporting Requirements**
 - Project sponsors must submit project budgets and status reports annually.
 - Summit County will maintain a five-year expenditure plan.
 - Staff will prepare quarterly funding reports for COG review.
4. **Approve Funding Transfers and Reallocations**
 - All project-to-project transfers require COG review.
 1. Minor adjustments (< \$100,000 or < 10%) will be reported for information.
 2. Major adjustments (≥ \$100,001) require COG approval.
 - Major reallocations or emergency funding actions may require special COG approval.
5. **Manage Project Changes Through a Standard Process**
 - All scope, schedule, or budget changes must be submitted via a Change Request Form.
 - County staff may approve minor changes (< \$100,000 or < 10%) and report quarterly.
 - COG approval is required for major changes (≥ \$100,001).
 - Self-funded scope additions must be reported to COG.
6. **Enforce Project Timelines and Fund Stewardship**
 - Projects must initiate spending within two years and be completed within five.
 - Projects inactive for more than three years will undergo COG review and may be reallocated.
 - Unused funds must be returned to the TST general account.

Items Requiring COG Direction

1. **Implement or Decline Multi-Year Programming**
 - Determine whether to allow requests up to five years in advance with annual review.
 - Confirm whether to maintain a contingency list of unfunded but eligible projects.
 - Decide whether previously awarded projects retain priority in future years.
2. **Establish an Application Review Panel Structure**
 - Provide direction on the proposed five-member panel (Summit County, Park City, Small Cities, HVT, MAG) or suggest alternatives.
3. **Adopt Annual Evaluation Metrics**
 - Finalize selection criteria and scoring methodology.
 - Adopt metrics annually prior to the issuance of the call for projects.



TST Program Policies & Procedures

DRAFT DOCUMENT FOR REVIEW

SUMMIT COUNTY TRANSPORTATION PLANNING

1.1 Program History

The Transportation Sales Tax (TST) Program is funded by the voter approved “3rd Quarter” sales tax that was enacted by the Utah State Legislature and approved by Summit County voters in 2016. The tax rate is .25%. All funds collected are governed by State Code UCA 59-12-2217 and distributed to Summit County for regionally significant and transformative transportation improvement projects that demonstrate cost effectiveness, mitigate regional congestion and promote economic development.

The TST Program is comprised of a mix of Small Cities grants and competitive new project priority awards. The program is governed by a Council of Government (COG), represented by Summit County, Park City, Coalville, Kamas, Henefer, Oakley and Francis. The COG serves as the program manager and is responsible for developing funding criteria, program priorities, and recommending projects to the Summit County Council, who has the final approval authority. All COG member agencies are eligible for TST Program funds. High Valley Transit is also eligible for TST funding as the regional transit agency for Summit County and the Wasatch Back.

1.2 Funding

The size of the TST Program is dependent on the size and scale of the proposed projects each year and total revenues generated through the 3rd Quarter sales tax. Project sponsors are also encouraged to provide local match funds and/or seek State and federal funding to leverage TST Program funds.

1.3 Project Selection and Funds Distribution

The TST Program funds regional transportation projects for Summit County, its communities, and its transportation partners. The goal of the program is to advance funds for regionally significant improvements and support recurring initiatives and operations that satisfy the goals of State Code UCA 59-12-2217.

Eligible projects include:

- Transportation Operation and Maintenance (O&M) programs (i.e., Bikeshare, Vanpool, Transportation Demand Management)
- Transportation planning software
- Active transportation projects and studies (i.e., multi-use paths, trails)
- New transit service, facilities and equipment (i.e., buses, transit shelters, park-n-ride amenities)
- Long-range planning and corridor studies
- Safety projects
- Intersection improvements
- Roadway maintenance
- New roads and widening projects

1.3.1 Small Cities Grant Awards

Funding for Small Cities (Coalville, Francis, Henefer, Kamas, and Oakley) in Summit County shall be allocated based on the 3-year average of 3rd Quarter taxes collected within their geographical boundaries and the 3-year average of the 2nd Quarter tax percentages. Each city or town will still need to submit a payment request at the completion of a project for reimbursement. Each city will have 5 years to spend the money. Unspent funds will be returned to the TST account.

1.3.2 New Project Priority Awards

The TST Program funds projects, programs, and studies to improve the regional transportation network. Summit County staff issue a call for new TST projects each spring. Agencies (project sponsors) submit a Project Concept Development Application Form for each new project, O&M program, or software they seek funding for in response to the call for projects.

A 5-person panel made up of a representative from Park City, High Valley Transit, Summit County, a representative of the Small Cities, and Mountainland Association of Governments (MAG) shall convene to review applications and recommend a new Project Priority List to COG annually. COG will have final decision on what funding requests will be advanced to Council for final approval and award.

The new Project Priority List is used, in ranking order, to award available funding. Funding is guaranteed on an annual basis however requests may be submitted up to 5 years in advance for programming purposes. Future funding will be approved conditionally by COG and shall be reviewed each year to ensure projects/programs programmed in the out-years are still advancing and that there is adequate funding. Projects/programs previously awarded funds for a future year(s) will take priority in scoring over any new requests to the TST Program, however the final decision for allocating funds belongs to the county council.

If the number and scale of new project/program applications received in a year exceeds the available annual funding, lower ranking, but eligible requests may be added to a contingency list. COG will set a target for reasonable appropriation/over appropriation annually. Contingency list projects can be considered for funding if any new funding becomes available before the next project selection process or if projects/programs are removed from the active TST Program. Promotion of contingency list projects to the TST Program must be approved by the COG as part of the project selection/program adoption. The new program of projects is anticipated to be presented to COG in May and approved by Summit County Council in June.

1.4 Program Management

The following policies and procedures apply to all projects or programs funded through the TST Program. The goal is to deliver complete, efficiently delivered, and long-lasting transportation projects and O&M programs while being accountable to the County Council and Summit County residents.

- Ensure approved projects are completed in a timely manner.
- Help local jurisdictions overcome unforeseen project funding and or scoping issues.
- Follow proven project delivery processes and standards.

Summit County has implemented annual project budgeting and status reporting to manage cash flow, address change requests, and perform program management oversight. Processes are outlined below.

1.4.1 Project Scoring Matrix

The Project Concept Development Application Form includes both qualitative and quantitative measures to determine the readiness and effectiveness of each project or program submitted for TST funds. A 5-person panel made up of Park City, High Valley Transit, Summit County, Mountainland Association of Government (MAG), and a Small Cities representative will review all Project Concept Development Application Forms submitted during the TST Program call for projects period. The panel will also consider qualitative measures like project readiness and match funding to compile a recommendation for awards to COG that is balanced and equitable. COG will have final review over what awards are advanced to Council for approval. Quantitative measures are divided into the following categories and agencies are called on to self-score and then reviewed by the 5-person panel. Below is a summary of the categories and the goals and/or considerations of each. Not every category will be applicable to every project.

Below is a summary of the goals and objectives of the TST program that form the basis for the application scoring criteria. The Scoring matrix will reflect these goals and objectives and define the specific weights applied to each of these topics.

Congestion Relief

Goals:

- Provides additional capacity that corrects an identified congested.
- Increases the efficiency of system through traffic management measures.
- Provides an improvement on a local or County facility.
- Adds improvements to a congested intersection.

Active Transportation

Goals:

- Separates active transportation from adjacent roadway facilities.
- Reduces the number and or intensity of conflicts (Crossings, driveways, etc.).
- Adds new connections to the system.
- Proximity to trip generators (Schools, employment centers, housing.).
- Provides improvements to a regional facility.

Transit

Goals:

- Manages or reduces single-occupancy vehicle (SOV) trips in the peak hour.
- Adds capacity and/or frequency to non-roadway facilities.
- Adds amenities and elements to attract users.
- Proximity to trip generators (Schools, employment centers, housing).
- Supports local and regional transit systems.

Safety

Goals:

- Corrects/improves a verified or potential safety or accident problem.
- Improves information/communications for traffic operations and emergency responders.
- Reduces severity of crashes.
- Includes traffic calming features
- Enhances safe movement of pedestrian and bicycle traffic
- Project uses systemic countermeasures for crash issues

Environmental Impacts

Considerations:

- Project incorporates mitigation strategies including wetland bank, sound walls, natural environment avoidance, significantly reduces pollution.
- Project incorporates mitigation strategies including built environment avoidance.

Matching Funds

Considerations:

- Additional funding is pledged toward the project (including any soft match and in-kind).
- Proposed TST funds leverage State or Federal funds.

Project Readiness/Permits

Considerations:

- Environmental Impact Statement (EIS) complete or Categorical Exclusion (CAT EX) received.
- Environmental Assessment complete.
- Right-of-way not needed or secured.
- Utility relocation not needed or secured.
- Permits not needed or secured.
- Preliminary Design Complete (~35% designed.)
- Final Design Complete, Ready to Advertise (100% designed).

Qualitative measures will also be considered as part of the scoring review, especially in the case of a tie-breaker:

- Project is supported by local leadership (Mayor, Council, etc.). with a letter of support.
- Project schedule is timely.
- Project is consistent with the goals of the Summit County Long Range Transportation Plan (LRTP), Snyderville Basin General Plan, Eastern Summit County General Plan, State Long Range Transportation Plan, or a local agency corridor or master plan.

1.4.2 Funding Adjustments and Re-allocation

- If a project does not utilize all the TST funding programmed to it, the remaining funds shall be returned to the general TST account and reallocated to future awards upon project close-out.

- Agencies must submit a written request for close-out to Summit County staff (may be submitted electronically via email).
- If Summit County staff believe a project to be complete or inactive, they may reach out to the sponsor for confirmation.
- If the sponsor has other TST funded projects or programs that require additional funds, they may request a transfer of remaining funds between these projects or programs, subject to COG review.
- No new projects/programs or can receive TST funds without going through the annual call for projects and selection process to receive funding. Special approval from COG may be considered in case of an emergency. To manage change requests, Summit County has developed a Change Request Form. This form is required for scope changes, schedule changes, funding adjustment, and funding re-allocation requests. Summit County staff will review the request and, if reasonable, submit for COG review.

1.4.3 Project Scope and Schedule Changes

Summit County staff can approve minor scope and/or cost changes that impact less than 10% of the estimated project cost up to \$100,000, contingent on their being available, unobligated funds and/or a transfer from another project. Minor scope changes administered by Summit County will be reported to COG quarterly.

A major scope/cost change greater than or equal to \$100,001 needs to be approved by COG. A major change can include changing project limits, reducing or expanding capacity, adding major components to the projects that were not approved, subtracting major components that were approved, adding equipment not part of the scope, adding additional work to the project because of leftover funding. A sponsor can add major scope items to a project without Summit County staff or COG approval if the sponsor demonstrates that it is fully funding the additional work. However, Summit County asks that the Agency still provide updates on any self-financed changes as part of the annual reporting process.

All requests shall be submitted via the Change Request Form.

1.4.4 Project Reporting

Summit County staff will track all projects to ensure the project is progressing and to help with any problems. Staff will provide quarterly program finance updates to the COG and TST members and will report twice annually on project status updates and milestones. Sponsors will be required to complete a Project Report Form in January and June of each year. Staff will provide templates to sponsors along with the deadline for completion.

If a project is found to not be making progress per the status report, Summit County staff may work with the sponsor to move the project to a later year, subject to COG approval. If staff cannot resolve the problem and the project will not be initiated within the year funding is available, then the project sponsor will report to the COG their plans for advancing the project or a reason to cancel the project. The COG can recommend that a project that is not moving forward be canceled and removed from the TST Program.

1.4.5 Budgeting and multi-year programming

Summit County is responsible for managing TST Program cash flow, ensuring adequate funding is available each year, and reviewing scope/budget changes. To this end, agencies are required to complete a Project Budget Template annually in Spring each year for all active TST projects. The Budget Template asks for a five-year plan of expenditure. The current budget template is included as an attachment to this document.

New projects will be added to the TST program annually as part of the Project Concept Development Application Form process. Projects may be applied for up to 5 years in advance for programming purposes. Instead of banking award funds annually, agencies can request the full amount needed for a future year of the TST program. Projects awarded for future year funding will be honored in subsequent 5-year programs and have priority over any new projects added. Projects awarded in future years will be reviewed annually to ensure proper funding is available. Status reporting will inform the 5-year program and serve as a mechanism to adjust the year the project is programmed for and ensure there is adequate and equitable funding to the agencies over the 5-year period.

- Funding Cycle for Budgeting
- TST applications sent out in March
- TST application due in April
- 5-person panel meets and makes recommendations to COG in May
- COG makes recommendation of projects for County Council in May
- Summit County staff presents COG's recommendations to County Council in July
- Funding for approved projects available January 1st of the following year

1.4.6 Project Invoicing

- Projects/programs must start expending TST funding within two years of the award with the goal of completing expenditures within five years, unless otherwise stipulated.
- The Small Cities Program has 5 years to expend funds from time of first invoice submission. To be eligible for future funding, agencies must show responsible spend of their current fund balance and a plan for future expenditures.
- This is satisfied through compliance with project reporting and annual budgeting requirements.
- TST awards may be subject to reallocation and/or sweep after 3 years of inactivity, subject to COG recommendation.
- Agencies will have an opportunity to provide an explanation of inactivity and schedule of expenditure or propose re-allocation of the funds to another project.
- If a satisfactory explanation for the inactivity or re-allocation of funds is not received, COG may elect to release funds back to the program general fund for reallocation in the next project cycle.
- TST funds may not be used to augment salaried staff time or benefits but may be used toward contractual work so long as that request is made clear in the project application and clearly documented in the invoice requests.

- Invoicing shall occur on a progressive basis, as funds are expended, however agencies can determine the frequency of their submission (after each invoice, quarterly, etc).
- Invoice packages must contain the following information:
 1. Cover letter with the following:
 - a. Name of the agency/municipality
 - b. Project name
 - c. TST project number
 - d. Amount requested
 2. Invoice
 - a. Itemized list of the expenditures that were made with the TST funds
 3. Back up documentation:
 - a. Invoice from consultant (if applicable)
 - b. Cancelled checks or copy of bank statement with the item outlined

1.4.7 Project Closeout

Project closeout requests must be submitted in writing via email to the Summit County Transportation Planning Deputy Director with the final invoice submission or any time thereafter.

Effective 3/12/2025**59-12-2217 County option sales and use tax for transportation -- Base -- Rate -- Written prioritization process -- Approval by county legislative body.**

- (1) Subject to the other provisions of this part, and subject to Subsection (8), a county legislative body may impose a sales and use tax of up to .25% on the transactions described in Subsection 59-12-103(1) within the county, including the cities and towns within the county.
- (2)
 - (a) Except as provided in Subsection (2)(b), and subject to Subsections (3) through (6) and Section 59-12-2207, the revenue collected from a sales and use tax under this section may only be expended as described in Section 59-12-2212.2.
 - (b) Subject to Subsections (3) through (6), and after application of Subsection 59-12-2206(5), in a county of the first or second class, or if a county is part of an area metropolitan planning organization, that portion of the county within the metropolitan planning organization, the revenue collected from a sales and use tax under this section may only be expended as described in Section 59-12-2212.2, and only if the expenditure is for:
 - (i) a project or service:
 - (A) relating to a regionally significant transportation facility or collector road for the portion of the project or service that is performed within the county;
 - (B) for new capacity or congestion mitigation, and not for operation or maintenance, if the project or service is performed within the county; and
 - (C) on a priority list created by the county's council of governments in accordance with Subsection (5) and approved by the county legislative body in accordance with Subsection (5);
 - (ii) corridor preservation for a project or service described in Subsection (2)(b)(i)(A) or (B); or
 - (iii) debt service or bond issuance costs related to a project or service described in Subsection (2)(b)(i)(A) or (B).
 - (c) The restriction in Subsection (2)(b)(i)(B) from using revenue for operation or maintenance does not apply to any revenue subject to rights or obligations under a contract entered into before January 1, 2019, between a county and a public transit district.
- (3) For revenue expended under this section for a project or service described in Subsection (2) that is on or part of a regionally significant transportation facility and that constructs or adds a new through lane or interchange, or provides new fixed guideway public transit service, the project shall be part of:
 - (a) the statewide long-range plan; or
 - (b) a regional transportation plan of the area metropolitan planning organization if a metropolitan planning organization area exists for the area.
- (4)
 - (a) As provided in this Subsection (4), a council of governments shall:
 - (i) develop a written prioritization process for the prioritization of projects to be funded by revenues collected from a sales and use tax under this section;
 - (ii) create a priority list of transportation projects or services described in Section 59-12-2212.2 in accordance with Subsection (5); and
 - (iii) present the priority list to the county legislative body for approval in accordance with Subsection (5).
 - (b) The written prioritization process described in Subsection (4)(a)(i) shall include:
 - (i) a definition of the type of projects to which the written prioritization process applies;

- (ii) subject to Subsection (4)(c), the specification of a weighted criteria system that the council of governments will use to rank proposed projects and how that weighted criteria system will be used to determine which proposed projects will be prioritized;
 - (iii) the specification of data that is necessary to apply the weighted criteria system;
 - (iv) application procedures for a project to be considered for prioritization by the council of governments; and
 - (v) any other provision the council of governments considers appropriate.
- (c) The weighted criteria system described in Subsection (4)(b)(ii) shall include the following:
 - (i) the cost effectiveness of a project;
 - (ii) the degree to which a project will mitigate regional congestion;
 - (iii) the compliance requirements of applicable federal laws or regulations;
 - (iv) the economic impact of a project;
 - (v) the degree to which a project will require tax revenues to fund maintenance and operation expenses; and
 - (vi) any other provision the council of governments considers appropriate.
- (d) A council of governments of a county of the first or second class shall submit the written prioritization process described in Subsection (4)(a)(i) to the Executive Appropriations Committee for approval prior to taking final action on:
 - (i) the written prioritization process; or
 - (ii) any proposed amendment to the written prioritization process.
- (5)
 - (a) A council of governments shall use the weighted criteria system adopted in the written prioritization process developed in accordance with Subsection (4) to create a priority list of transportation projects or services for which revenues collected from a sales and use tax under this section may be expended.
 - (b) Before a council of governments may finalize a priority list or the funding level of a project, the council of governments shall conduct a public meeting on:
 - (i) the written prioritization process; and
 - (ii) the merits of the projects that are prioritized as part of the written prioritization process.
 - (c) A council of governments shall make the weighted criteria system ranking for each project prioritized as part of the written prioritization process publicly available before the public meeting required by Subsection (5)(b) is held.
 - (d) If a council of governments prioritizes a project over another project with a higher rank under the weighted criteria system, the council of governments shall:
 - (i) identify the reasons for prioritizing the project over another project with a higher rank under the weighted criteria system at the public meeting required by Subsection (5)(b); and
 - (ii) make the reasons described in Subsection (5)(d)(i) publicly available.
 - (e) Subject to Subsections (5)(f) and (g), after a council of governments finalizes a priority list in accordance with this Subsection (5), the council of governments shall:
 - (i) submit the priority list to the county legislative body for approval; and
 - (ii) obtain approval of the priority list from a majority of the members of the county legislative body.
 - (f) A council of governments may only submit one priority list per calendar year to the county legislative body.
 - (g) A county legislative body may only consider and approve one priority list submitted under Subsection (5)(e) per calendar year.
- (6) In a county of the first class, revenues collected from a sales and use tax under this section that a county allocates for a purpose described in Section 59-12-2212.2 shall be:

- (a) deposited in or transferred to the County of the First Class Highway Projects Fund created by Section 72-2-121; and
 - (b) expended as provided in Section 72-2-121.
- (7) Notwithstanding Section 59-12-2208, a county legislative body may, but is not required to, submit an opinion question to the county's registered voters in accordance with Section 59-12-2208 to impose a sales and use tax under this section.
- (8)
- (a)
 - (i) Notwithstanding any other provision in this section, if the entire boundary of a county is annexed into a large public transit district, if the county legislative body wishes to impose a sales and use tax under this section, the county legislative body shall pass the ordinance to impose a sales and use tax under this section on or before June 30, 2022.
 - (ii) If the entire boundary of a county is annexed into a large public transit district, the county legislative body may not pass an ordinance to impose a sales and use tax under this section on or after July 1, 2022.
 - (b) Notwithstanding the deadline described in Subsection (8)(a), any sales and use tax imposed under this section on or before June 30, 2022, may remain in effect.

Amended by Chapter 29, 2025 General Session

AMENDED INTERLOCAL COOPERATION AGREEMENT

**by and between
SUMMIT COUNTY
PARK CITY
FRANCIS TOWN
KAMAS CITY
OAKLEY CITY
COALVILLE CITY
AND
HENEFER TOWN**

Relating to the interlocal entity known as the

SUMMIT COUNTY COUNCIL OF GOVERNMENTS

AMENDED INTERLOCAL COOPERATION AGREEMENT

THIS IS AN AMENDED INTERLOCAL COOPERATION AGREEMENT, hereafter referred to as “Amended Agreement”, entered into by and between SUMMIT COUNTY, UTAH, a body corporate and politic of the State of Utah, and the municipalities of PARK CITY, FRANCIS TOWN, KAMAS CITY, OAKLEY CITY, COALVILLE CITY, and HENEFER TOWN, each municipality being a municipal corporation and a political subdivision of the State of Utah.

WITNESSETH:

WHEREAS, pursuant to the provisions of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated, 1953, *as amended*, public agencies, including political subdivisions of the State of Utah, as defined therein, are authorized to enter into written agreements with one another for joint cooperation and action; and

WHEREAS, on June 5, 2006, all of the parties to this Amended Agreement entered into the Summit County Council of Governments (“ Summit County COG”) Memorandum Agreement (“Original Agreement”) having determined that the interests and welfare of the public within their respective jurisdictions will be best served by joint or cooperative action by the parties;

WHEREAS, effective January 1, 2009, the Summit County, Utah form of government changed from a three member County Commission form of government to a five member County Council with County Manager form of government; and

WHEREASE, the parties now agree to amend the Original Agreement pursuant to the terms of this Amended Agreement.

NOW THEREFORE, in consideration of the covenants and promises contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. DURATION. The initial term of the Summit County COG remains a fifty (50) year term, which term shall renew for successive fifty (50) year terms in perpetuity unless terminated as provided hereinafter.
2. A. MEMBERS. The Summit County COG shall be composed of the following officials: the five members of the County Council of Summit County; the mayors of the following cities: Park City, Francis Town, Kamas City, Oakley City, Coalville City, and Henefer Town; and the duly elected head of any other municipality which shall come into existence hereafter within the boundaries of

Summit County. The Presidents of the North Summit, South Summit, and Park City School Districts, and the Executive Director of the Park City Chamber of Commerce shall serve as ex-officio, non-voting members of the Summit County COG. The duly appointed representatives of the above may appear in their behalf at the meetings of the Summit County COG, and represent the member agency when authorized so to do by the governing body of the said member agency. Each member agency may also designate an alternate member to attend when the duly appointed representative is unable to attend.

- B. VOTING. With the exception of the County Council of Summit County, each member of the Summit County COG, as above constituted, shall have one vote in transacting the business of the Summit County COG. The County Council of Summit County shall have three votes (representatives can be any three members of the County Council) in transacting the business of the Summit County COG. The business of the Summit County COG shall be conducted by majority vote. Five members of the above-designated voting members shall constitute a quorum to transact the business of the Summit County COG, and it shall take a majority vote of those present and voting to transact any business for and in behalf of the Summit County COG.
- C. OFFICERS. The officers of the Summit County COG shall be chairman, a vice-chairman, and secretary/treasurer selected from the members of the Summit County COG. Elections shall take place the last meeting of the year, at

- D. which time a vice-chairman and a secretary/treasurer shall be elected. On January 1st of each year, the vice-chairman from the preceding year shall become the chairman, and the vice-chairman and secretary/treasurer elected at the last meeting of the year shall assume office.
- E. RULES OF PROCEDURE. The Summit County COG shall conduct business pursuant to rules of procedure to be adopted by the officers of the Summit County COG with the approval of the Summit County COG meeting in duly authorized sessions.

3. PURPOSES. The purposes of the Summit County COG shall be as follows:
- A. To provide a forum for the discussion and study of problems of mutual interest and concern to Summit County and the municipalities within Summit County;
 - B. To Promote a spirit of cooperation among all governmental entitles in Summit County;
 - C. To achieve advantages and economies of effort through cooperative action which cannot be easily achieved individually;
 - D. To promote the development of comprehensive plans for the proper growth and development of Summit County and the municipalities within Summit County including, but not limited to, issues regarding master planning, transportation, economic development, land preservation, public safety, water resource planning, air pollution control, government operation and such other problems and areas in which there is a joint interest;
 - E. To recommend mutually desirable policies and develop cooperative mechanisms among local governments for improving the administration of public services to members for possible adoption;

- F. To cooperate with other governmental agencies in finding solutions to regional problems;
- G. To allow for the establishment of committees to evaluate the necessary actions and coordination required to address areas and services of common concern to the parties; and,
- H. To perform such other functions as may be deemed appropriate for any purpose set forth in this Amended Agreement.

4. POWERS. This Summit County COG shall have the following powers:

- a. Presentation of advisory recommendations to Summit County COG member elected bodies; and,
- b. Provide endorsements pursuant to UCA 72-2-117.5 regarding the Local Option Corridor Preservation ("LOPC") Fund to the Utah Department of Transportation.

5. STAFF. The executive staff of the Summit County Council shall perform the necessary administrative and technical services for the Summit County COG, which may include:

- A. General administrative support capability to provide for the handling of correspondence, recording of Summit County COG minutes and business matters, etc., of the Summit County COG.
- B. Coordinating staff and consultant services and making recommendations to handle the Summit County Cog's workload and policies dealing with area-wide master plan, land preservation, economic development, air pollution and other such problems and areas in which there is a joint interest.

- C. Preparing and administering an annual work program and budget.
 - D. In addition to the above-designated duties, perform all other duties delegated by the Summit County COG.
6. MEETINGS. The Summit County COG shall meet at least quarterly, or upon call of its Chairman, or by petition of 20% of the membership of the Summit County COG.
7. FINANCING. The activities and functions of the Summit County COG shall be financed by the assessment of dues on an annual basis from the governmental entities which make up the Summit County COG, which dues shall in no event exceed the sum of \$1 per member per year.
8. COMMITTEES. The Summit County COG may, from time to time, as it deems necessary and desirable, organize committees to undertake specific duties and functions. The Summit County COG shall approve a specific purpose, duties and bylaws for each committee established. The bylaws shall, among other things, set forth the membership and method of appointing members to committees. The Summit County COG shall also establish the method for appointing the Chair and Vice-Chair to the committees. The Summit County COG reserves the right to dissolve any committee at any regular meeting by a majority vote of the entire Summit County COG.
9. TERMINATION. The Summit County COG can only be dissolved and this Amended Agreement terminated by the three-fourths (3/4) vote of all participating and duly authorized members at a meeting specifically held on the subject of said termination which meeting shall be held only pursuant to written notice to all members ten days prior to the said meeting with the

subject of the said meeting to be included in the same notice. Upon the termination of the Amended Agreement and dissolution of the Summit County COG, any and all property held at that time in the name of the Summit County COG shall be liquidated and disposed of by the officers of the Summit County COG, and the proceeds therefrom returned to the participating members of the Summit County COG in the pro-rata share of the total which the assessed valuation of real property of each government unit bears to the assessed value of the property in Summit County.

10. AMENDMENT. This Amended Agreement may be amended by a duly executed written agreement approved by Resolution of all member agencies pursuant to UCA Title 11, Chapter 13.

IN WITNESS WHEREOF, this Amended Agreement has been executed by duly authorized agents of the undersigned governmental entities pursuant to Resolutions adopted by each entity authorizing such execution, as of this 19 day of February 2013.

SUMMIT COUNTY COUNCIL

David Ure
Councilman David Ure

ATTEST:
Kristen Smith
County Clerk



PARK CITY MUNICIPAL CORPORATION

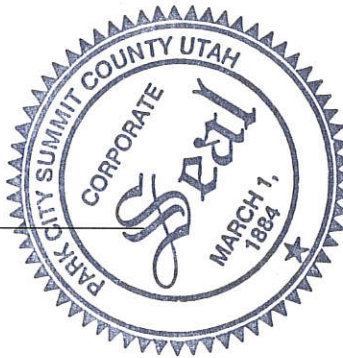
Dana Williams

Mayor

ATTEST:

Jane M. Scott

Recorder



FRANCIS TOWN

Mayor

ATTEST:

Recorder

PARK CITY MUNICIPAL CORPORATION

Mayor

ATTEST:

Recorder

FRANCIS CITY



Mayor

ATTEST:



Recorder

KAMAS CITY

Mayor

ATTEST:

Recorder

PARK CITY MUNICIPAL CORPORATION

Mayor

ATTEST:

Recorder

FRANCIS TOWN

Mayor

ATTEST:

Recorder

KAMAS CITY

Lewis P. Marchant

Mayor

ATTEST:

Haycock

Recorder

OAKLEY CITY

Blake L. Fugini
Mayor

ATTEST:

Tami Stevenson
Deputy Recorder

COALVILLE CITY

Mayor

ATTEST:

Recorder

HENEFER TOWN

Mayor

ATTEST:

Recorder

OAKLEY CITY

Mayor

ATTEST:

Recorder

COALVILLE CITY



Mayor

ATTEST:


Recorder

HENEFER TOWN

Mayor

ATTEST:

Recorder

OAKLEY CITY

Mayor

ATTEST:

Recorder

COALVILLE CITY

Mayor

ATTEST:

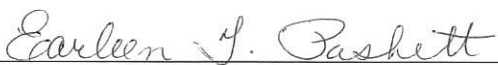
Recorder

HENEFER TOWN



Mayor

ATTEST:



Recorder



MINUTES

SUMMIT COUNTY

Council of Governments (COG)

3KINGS WATER TREATMENT PLANT

1884 THREE KINGS DRIVE, PARK CITY, UT, 84060

TUESDAY, SEPTEMBER 16, 2025

Meeting also conducted via Zoom.

DRAFT

1) **Welcome and Introductions; Chair Worel (6:00 PM)**

Tonja B Hanson
 Kay Richins
 Matt McCormick
 Jeremie Forman
 Zane Woolstenhulme
 Nann Worel
 Mark Marsh
 Megan McKenna
 Canice Harte

Shayne Scott
 Dave Thomas
 Carl Miller
 Eva De Laurentiis
 Senta Beyer
 Julia Collins
 Kate Swedburg
 Jennifer Lee
 Brian Craven

2) **Pledge of Allegiance (6:01 PM)**

3) **Discussion and approval of Park City's request to reallocate Corridor Preservation Funds; Julia Collins and Kate Swedburg (6:01 PM)**

Park City Request:

Attachment: Cover Page

Attachment: 091625 COG PCMC Reallocation Request- Thaynes ROW.pdf

Julia Collins, Transportation Planning Manager, presented the proposal to reallocate funds for the Thaynes Phase Two Right of Way project. (6:01 PM)

Mark Marsh made a motion to forward a positive recommendation to the County Council to allow Park City to reallocate Corridor Preservation funds to the Thaynes Right of Way (6:02 PM). Kay Richins seconded, and all voted in favor, (9-0).

4) Discussion and approval of Kamas request to reallocate Corridor Preservation Funds; Mayor McCormick (6:03 PM)

Kamas Request:

Attachment: Cover Page

Attachment: 091625 COG Reprogramming Request_Kamas_Corridor Preservation Funds.pdf

Matt McCormick, Kamas Mayor, presented information about the Kamas request to reallocate a portion of the Corridor Preservation Funds to the Hallam Road project. (6:03 PM)

Tonja Hanson, County Council member, commented in support of the project. (6:04 PM)

Zane Woolstenhulme made a motion to support the proposal and recommend to the County Council to grant the request (6:06 PM). Mark Marsh seconded, and all voted in favor, (9-0).

5) Discussion and approval of Henefer City request to reallocate its Small Cities grant funds to build a road maintenance shop that will house its snow plow trucks, sanders, road safety equipment, etc.; Mayor Richins (6:07 PM)

Henefer Request:

Attachment: Cover Page

Attachment: 091625 COG Reprogramming Request_Henefer_Small Cities Funds.pdf

Kay Richins, Henefer Mayor, presented information about the Henefer request to reallocate Small Cities grant funds. (6:07 PM)

Mark Marsh made a motion to forward for approval the Henefer City request for reallocation of Small Cities grant funds to build a road maintenance shop (6:09 PM). Matt McCormick seconded, and all voted in favor, (9-0).

6) Discussion and approval of Summit County request to reallocate TST funds for SR-32 wetlands mitigation to the purchase of Ure Ranch and creation of a wetlands bank; Senta Beyer and Eva De Laurentiis (6:09 PM)

Summit County Request:

Attachment: Cover Page

Attachment: COG Reprogramming Request_SC_SR32_Wetlands.pdf

Eva De Laurentiis, Transportation Planning Deputy Director, presented information about the Summit County request. (6:10 PM)

Senta Beyer, Active Transportation Planning Manager provided additional details about the project and funding. (6:10 PM)

Matt McCormick, Kamas Mayor asked a question about the SR-32 wetlands mitigation. Carl Miller, Regional Transportation Director and Manager Beyer responded. (6:12 PM)

Matt McCormick made a motion to forward a positive recommendation to the County Council to allow the reprogramming of the TST funds for wetlands mitigation to the Ure Ranch as requested. (6:13 PM). Mark Marsh seconded, and all voted in favor, (9-0).

7) **Recommendation for FY2025 TST Funding Levels; Eva De Laurentiis (6:13 PM)**

FY 2025 TST Funding Request:

Attachment: Cover Page

Attachment: 091625 COG 2025 Awards Recommendations and Applications.pdf

Attachment: Thaynes Phase 2 _ COG TST Project Concept Application 2025 (fillable) (002)_JC.pdf

Attachment: V2X_TSP_COG TST Project Concept Application 2025 (fillable)_JC.pdf

Matt McCormick, Kamas Mayor, asked questions about how the application process and funding criteria could affect a project that may extend past a funding year. Deputy Director De Laurentiis responded. (6:19 PM)

Eva De Laurentiis, Transportation Planning Deputy Director presented an overview of the application process, funding source, and budget status. Deputy Director De Laurentiis noted a correction to the memo that was submitted and provided a summary of the project applications and funding recommendations. (6:13 PM)

Nann Worel, Chair, suggested that the TST Policy Committee for this body should prioritize a discussion about projects that extend past a funding year. Deputy Director De Laurentiis responded. (6:25 PM)

Megan McKenna, County Council member asked about the Weber Canyon Bridge project. Deputy Director De Laurentiis responded. (6:28 PM)

Zane Woolstenhulme made a motion to put forward a positive recommendation to approve the budget as proposed. (6:29 PM). Jeremie

Forman seconded, and all voted in favor, (9-0).

8) Approval of Minutes dated April 15, 2025 (6:29 PM)

Minutes:

Attachment: Cover Page

Attachment: COG Draft Minutes 04-15-25.pdf

Mark Marsh made a motion to approve the minutes dated April 15, 2025. (6:30 pm). Kay Richins seconded, and all voted in favor, (9-0).

9) Community updates from Mayors (6:30 PM)

Zane Woolstenhulme, Oakley Mayor, provided information about Oakley and asked about the funding to finish the pathway on the east side of SR-32. Senta Beyer, Active Transportation Planning Manager responded. (6:30 PM)

Mark Marsh, Coalville Mayor, provided information about Coalville. (6:34 PM)

Kay Richins, Henefer Mayor, provided information about Henefer. (6:37 PM)

Megan McKenna, County Council member, provided information about Summit County (6:40 PM)

Matt McCormick, Kamas Mayor, provided information about Kamas (6:40 pm)

Jeremie Forman, Francis Mayor, provided information about Francis. (6:40 pm)

Canice Harte, County Council member, provided information about Summit County and Shayne Scott, County Manager, provided an update about the Skull Candy building timeline. (6:43 PM)

Nann Worel, Park City Mayor, provided information about Park City and introduced Acting Park City Manager Jodi Emery. (6:49 PM)

10) Set date of next meeting (6:51 PM)

Matt McCormick, Kamas Mayor, requested an agenda item to review the Council Of Government Bylaws. (6:52 PM)

Council of Government members discussed the next meeting date and scheduled it for November 17, 2025. (6:53 PM)

Council of Government members discussed the membership and meeting schedule for the policy committee.(6:54 PM)

11) Adjournment (6:57 PM)

Matt McCormick made a motion to adjourn. Kay Richins seconded, and all voted in favor, (9-0).

Meeting minutes and recordings appear at summitcountyutah.gov/meetings. When in the electronic version of the minutes, clicking on the hyperlinked times takes you to that spot in the meeting recording.