

BOULDER TOWN, UTAH PUBLIC NOTICE

Governing Body: TOWN COUNCIL
Meeting Type: Regular Meeting
Date and Time: Tuesday, April 7, 2026, at 7:00 p.m.
Location: Boulder Community Center, 351 North 100 East, Boulder, Utah

In accordance with the Utah Open and Public Meetings Act, [Utah Code Ann. § 52-4-202](#), the minutes for the above-referenced meeting are provided below.

MINUTES

I. OPENING PROCEDURES

1.1. Call to Order

The Tuesday, April 7, 2026, Boulder Town Council Regular Meeting was called to order by Mayor Cheryl Cox at 7:00 PM at the Boulder Community Center, 351 North 100 East, Boulder, Utah.

1.2. Determination of Quorum

The Mayor conducted a roll call. All Town Council members were present, establishing a quorum.

Town Council Present:

Mayor Cheryl Cox
Council Member Lacy Allen
Council Member Josh Ellis
Council Member Tina Karlsson
Council Member John Veranth

Staff Present:

Elizabeth Julian, Town Clerk (remotely via Zoom)
Henry Davis, Deputy Clerk (remotely via Zoom)

Also Present:

Roger Carter, Local Administrative Advisor, Five County Association of Government (remotely via Zoom)

1.3. Pledge of Allegiance

The Mayor led those in attendance in the Pledge of Allegiance.

1.4. Motion to Adopt the Agenda

***Motion:** Council Member Josh Ellis moved to adopt the agenda as presented. Council Member Lacy Allen seconded.*

***Vote:** Voice Vote – All members voted in favor.*

***Result:** Approved unanimously 5-0*

1.5. Declaration of Conflicts of Interest

No conflicts of interest were declared.

II. PRESENTATIONS AND REPORTS (Information/Discussion)

2.1. Truth in Taxation (TNT)

The Mayor introduced the topic, noting that during a prior budget meeting the question of whether Boulder Town was required to follow formal Truth in Taxation (TNT) procedures had arisen. The Mayor reported that after consulting with County Clerk Camille Moore and inviting Roger Carter to research the matter, it was confirmed that because the Town's current property tax revenue falls below \$20,000, the Town may elect to raise its certified tax rate up to the \$20,000 threshold without undergoing the full TNT process. The Mayor invited Roger Carter to present his findings.

Roger Carter confirmed the statutory basis for this option and provided illustrative revenue scenarios. He noted that the Town's most recent certified tax rate was 0.000192, generating approximately \$6,960–\$7,000 annually. He outlined projected increases to \$10,000, \$15,000, and \$20,000 in annual property tax revenue, estimating the per-household annual impact at roughly \$10.56, \$31.75, and \$52.00 respectively. Carter cautioned that if the Town wished to exceed \$20,000 in total property tax revenue, standard TNT procedures would apply. He also provided a general overview of the TNT process for context. He advised that any

increase under the \$20,000 threshold would need to be adopted as part of the regular budget process and coordinated with the County Auditor regarding timing.

Council discussion followed.

Council Member John Veranth raised concerns about the optics of a newly constituted council raising taxes as an early action, stressed the need to clearly communicate the purpose of any increase to the public, and questioned whether limiting the increase to under \$20,000 would appear as an attempt to avoid transparency.

Council Member Josh Ellis noted that the Town's certified tax rate had declined from 0.000256 in 2015 to 0.000192, and that even restoring it to the 2015 level would represent modest revenue.

Council Member Lacy Allen expressed support for transparency and acknowledged the Town's pathetically low tax rate while emphasizing the need to evaluate whether the funds are genuinely needed.

Council Member Tina Karlsson noted the awkwardness of making this decision concurrently with the budget presentation and suggested that a public hearing could still be held voluntarily.

Mayor Cheryl Cox agreed that transparency was paramount and noted the Town's rainy-day fund was being drawn down by \$20,000–\$30,000 annually, reinforcing the need for action.

Roger Carter clarified that nothing in the code restricts the Town from doing this outside of the formal budget adoption cycle, but coordination with the County Auditor on timing would be essential. The Mayor noted that a letter to the County Clerk would likely need to be submitted by May 1.

No action was taken. The matter was deferred to the April 20 Special Meeting budget work session for further deliberation.

2.2. Data Privacy Update

This item was postponed. Town Clerk Elizabeth Julian and Deputy Clerk Henry Davis were attending training at the Utah Municipal Clerks Association conference

in Cedar City the week of April 6, and an additional records management training was scheduled for April 14. The Mayor indicated the item would be revisited once these and other training was complete.

2.3. America250 Utah | Boulder Town Update

Peg Smith, attending remotely, provided an update on planning for Boulder Town's Fourth of July celebration, which will coincide with the America 250 national commemoration. She reported that the planning group meets monthly and is preparing to increase meeting frequency. A theme of "Founding a Nation, Nurturing a Community, Creating a Future" has been suggested for the overall event. A separate, lighthearted parade theme of "Character(s) of Boulder" was selected to encourage broad float participation from families, businesses, restaurants, and organizations. Smith noted the preference for maximum parade participation over sideline spectators.

Smith reported that events are planned across three days: a Thursday gallery opening featuring a rotating state exhibit on founding documents; a Friday evening presentation by Breck Crystal on the Boulder Mail Trail, coordinated with the Boulder Community Alliance and Pam Furches as point person for a letter-writing component; and the main Saturday Fourth of July program, including the afternoon parade, children's games at Town Park, a program, dinner, and dance.

The Mayor added that the parade would likely begin at 4:00 PM to accommodate Breck Crystal's Boulder Mail Trail ride. She noted that the Town Council would look at overseeing the parade, including determining judging or public-vote recognition for floats. She also mentioned coordinating with Stacy Davis on food, obtaining the parade permit, and offered the Council's participation in serving the community meal.

III. PUBLIC COMMENT ON AGENDA ITEMS (Public Input)

Nancy Tosta addressed the Council regarding agenda item 9.6. She clarified that when the Planning Commission passed the RSTR (Residential Short-Term Rental) code to the Council in May of the prior year, the code explicitly required a specific RSTR CUP application form to be made available on the Town website, referencing code section 153.204. She noted that no such form had been created and that a draft had been developed in April 2025 but never finalized. She proposed that the Zoning Administrator draft a form within two weeks, the Planning Commission review it at

their April 21 meeting, and the Council formally adopt it at the May meeting—allowing it to be ready for any pending application at the PC's May meeting.

Matt Cochran, attending remotely via Zoom, offered public comment in advance of agenda item 7.3. He expressed appreciation for the Council's thoroughness and ethical seriousness in addressing the UDWR Predator Management Study resolution, characterizing the predator management program as more of an eradication project than a study and urging the Council to pass the resolution.

IV. DEPARTMENT REPORTS (Information)

4.1. Members

Council Member Josh Ellis reported a recent RV rollover requiring fire department traffic control assistance. He noted the fire council was still working to organize and that landfill-related state matters remained pending with no major updates.

Council Member Lacy Allen had no major updates but inquired about scheduling a meeting with Garfield County Commission David Tebbs, which remained in progress.

Council Member John Veranth reported that road signs would be ordered within the week. He noted no new developments on the library or Board of Adjustment.

Councilmember Tina Karlsson reported on Planning Commission activity, noting that the General Plan and land use ordinances were being reviewed in parallel for alignment. She suggested a PC summary progress report be submitted by the May meeting. She also noted the Tree Committee was working on an amended tree ordinance, with a May or June delivery expected. She raised the need for a parks committee to address the Town park path, including exploring permeable paving options for accessibility.

4.2. Staff

Deputy Clerk Henry Davis presented the staff report, which detailed several key items. These items were further elaborated on in the written reports included in the meeting materials.

- Staff Reorganization: New staff responsibilities became effective on February 11 and March 9. The new assignments are:
 - Erin Smith (Zoning Administrator): Licensing
 - Henry Davis (Deputy Clerk): Waste management and general clerk support functions
 - Elizabeth Julian (Town Clerk): Municipal finances and deputy training
- Waste Management: A site visit from Kelly Shaw of the Utah Division of Waste Management is scheduled for Monday, April 13, for a required inspection and training on reporting procedures.
- Telecommunications Transition: A transition to a new telephone and internet system is underway to reduce costs and add digital voicemail and text messaging capabilities.
- Centralized Tracking Tools: Staff reported maintaining two primary centralized tracking tools:
 - The BT-2026 Boulder Town Register for official documents, permits, and licenses.
 - The Boulder Town Permit and Project Log, which covers multi-year permits and licenses from 2024–2026.

4.3. Mayor

The Mayor reported that the landfill had been closed the prior week due to Cindy Wilson's surgery, with a possible reopening the upcoming Saturday.

Regarding the cemetery, Karen Terry was preparing Memorial Day flag materials, including decorative elements for veteran grave markers.

On building and grounds, the Mayor recognized Corry Johnson, Custodian and Maintenance, for locating and coordinating the pumping of the septic tank and installing an access extender.

Johnson was also conducting a comprehensive audit of water lines following a recent water break and was evaluating irrigation timers, cross-connections between the community center and firehouse, and overall water usage efficiency.

The Mayor noted a conversation had taken place with the Boulder Farmstead Water Board president and that further dialogue was anticipated.

V. CONSENT AGENDA

The consent agenda included acceptance of financial reports prepared by Dave Sanderson and approval of minutes from the March 3, 2026 Regular Meeting and the March 24, 2026 Special Meeting. No proposed expenditures or forms were included.

***Motion:** Council Member Josh Ellis moved to approve the consent agenda as presented. Council Member Lacy Allen seconded.*

***Vote:** Voice Vote – All members voted in favor.*

***Result:** Approved unanimously 5-0*

Mayor Cheryl Cox briefly noted that business license revenue appeared unusually high in the financials despite no business license fees having been collected during the year, flagging the discrepancy as a matter to be reviewed.

VI. PUBLIC HEARING (Public Input Only, Motion to Enter/Exit)

No public hearing was scheduled.

VII. ADMINISTRATIVE ACTION ITEMS (Motion Required)

7.1. Consideration of Proposals for Legal Services Submitted in Response to the Request for Proposals (RFP)

The Mayor reported that one proposal was received in response to the Town's RFP for legal services, submitted by the firm Hayes, Godfrey & Bell (HGB Law). The firm specializes in municipal representation, and the lead attorney assigned to Boulder Town would be Jayme Blakesley, with access to the full expertise of the firm. The firm offered both a monthly retainer and an hourly rate structure, and indicated it provides better service under the hourly arrangement.

Council Member John Veranth inquired whether active outreach had been conducted beyond the published notice. The Mayor confirmed that the RFP was sent directly to four or five attorneys and that Roger Carter assisted in spreading the word, in addition to *The Insider* publication. Council Member John acknowledged

the Town's remote location likely limited bidder interest and expressed satisfaction with the outreach effort. Council Member Tina recommended establishing a protocol for legal requests, suggesting they flow through the Mayor. Council Member John also advised preparing well-formulated questions before engaging the attorney to manage costs effectively.

Motion: Council Member Josh Ellis moved to approve the agreement for legal services as presented from the firm Hayes, Godfrey & Bell, on an hourly rate basis. Council Member Lacy Allen seconded.

Vote: Roll Call Vote – Council Member Josh Ellis- Aye, Council Member Tina Karlsson - Aye, Council Member John Veranth - Aye, Council Member Lacy Allen - Aye, Mayor Cheryl Cox - Aye.

Result: Approved unanimously 5-0

7.2. Consideration of Planning Commission Bylaws, RES-2026-L

The Mayor noted that the Planning Commission bylaws had been returned the prior month for corrections to public hearing provisions and alignment with state requirements, and that the revisions had since been received.

Motion: Council Member Tina Karlsson moved to accept the Planning Commission Bylaws [as presented, with corrections]. Council Member Josh Ellis seconded.

Vote: Roll Call Vote – Council Member Josh Ellis- Aye, Council Member Tina Karlsson - Aye, Council Member John Veranth - Abstain, Council Member Lacy Allen - Aye, Mayor Cheryl Cox - Aye.

Result: Approved 4-0-1 (one abstention)

7.3. Consideration of Resolution Opposing the Utah Division of Wildlife Resources' Predator Management Study (WRI Project ID 7707), RES-2026-M

The Mayor reported on outreach conducted since the prior meeting, including a substantive conversation with Riley Peck, Director of the Utah Division of Wildlife Resources (DWR), and receipt of a written response from Dax Mangus, DNR

Southern Region Supervisor, which was included in the meeting materials. She noted the study is a three-year effort now one year in, driven by a 2020 legislative mandate requiring deer herd increases to approximately 400,000 animals. The Mayor indicated she had invited Riley Peck to attend a community meeting, and that he expressed willingness to come in May. She requested a date but had not received one prior to the meeting.

Council Member Josh Ellis suggested the resolution be reconsidered in approach, stating that it should more directly address the legitimacy of the state legislative mandate and its impacts on the agricultural community, rather than the study methodology alone.

Council Member John Veranth recommended tabling the item until a community meeting with DWR could be held, and suggested that elected legislators may be the more appropriate target of the Town's concerns given that DWR is acting under a legislative directive.

***Motion:** Council Member Tina Karlsson moved to accept the resolution as presented. Council Member Josh Ellis seconded.*

***Withdrawn** by the Council Member Tina Karlsson*

***Motion:** Council Member John Veranth moved to table this item until after a community meeting with Utah Division of Wildlife Resources has been held. Council Member Josh Ellis seconded.*

***Vote:** Voice Vote – All members voted in favor.*

***Result:** Tabled unanimously 5-0*

Action Item Assigned: The Mayor will continue pursuing a date from Riley Peck for a community presentation. The Council will revisit and potentially revise the resolution text prior to the community meeting.

VIII. LEGISLATIVE ACTION ITEMS (Motion Required)

8.1. Consideration of Resolution to Modify Chapter 130.01 Fire Restrictions (RES-2026-P)

The resolution modifies the Town's fire restriction start date, moving it from June 1 to April 15. Council Member John Veranth acknowledged the work of Town Clerk Elizabeth Julian in researching and drafting the resolution, which incorporated the underlying code language and was developed in coordination with fire department contacts Pete Benson and Katie Coleman.

Motion: Council Member Josh Ellis moved to accept Resolution RES-2026-P as presented. Council Member Tina seconded.

Vote: Voice Vote – All members voted in favor.

Result: Approved unanimously 5-0

IX. WORK SESSION (Discussion Only - No Action Taken)

9.1. Discussion of the FY27 Budget

The Mayor reviewed a draft budget restructuring document, developed with Town Clerk Elizabeth Julian, Council Member Lacy Allen, and Mayor Cheryl Cox, that proposed a revised set of budget categories intended to more accurately reflect the Town's expenditures, including distinguishing community services such as parks and the arts exhibit from administrative costs.

Council Member John Veranth noted that much of the community center's utility and debt service costs should be allocated to community functions rather than administration, given that approximately three-quarters of the building serves community purposes. He also cited the pickleball court resurfacing as a parks and recreation expenditure currently obscured in administrative totals.

Council Member Josh Ellis noted he had not realized the document contained multiple tabs and had only reviewed the general fund page [Tab 1]. The Council agreed that Elizabeth Julian would move the budget document to a dedicated April 20 meeting folder, grant all Council members editing access, and add prior-year figures while flagging new categories not previously used. Council members were assigned to review and comment on the document prior to the April 20 budget work meeting, at which the goal is to finalize the category structure.

Action Item Assigned: Town Clerk Elizabeth Julian to create the April 20 meeting folder, provide editing access to all Council members, populate prior-year figures, and highlight budget categories proposed changes.

9.2. Discussion of Fees

The Mayor proposed reviewing the building and facilities fee schedule, specifically raising concerns about the \$150 refundable cleaning fee requirement for room rentals, which she indicated had deterred use of the facility without producing a meaningful improvement in compliance. Council Member Josh Ellis expressed support for eliminating the deposit.

The Council agreed to refer the facilities fee schedule to a subcommittee for a proposal to be brought back for action. Council Member Josh Ellis agreed to separately work with Zoning Administrator Erin Smith on application fees.

Action Item Assigned: Mayor Cheryl Cox to form a subcommittee on facilities fees. Council Member Josh Ellis to work with Erin Smith application fee proposal. Both items to be brought back together for Council consideration.

9.3. Discussion on Emergency Operation Plan

The Mayor introduced the topic, noting the Town's emergency response to a Wayne County homicide had highlighted gaps in the Town's emergency communication and planning capacity. She referenced both the Garfield County emergency plan and Boulder Town's existing plan as context and noted that Town Clerk Elizabeth Julian and Deputy Clerk Henry Davis were receiving related training at the clerk's conference.

Council Member John Veranth recommended the Town adopt the county's emergency operation plan by reference, as state law explicitly permits, and work collaboratively with Garfield County to incorporate Boulder-specific elements rather than developing a separate standalone plan.

Council Member Josh Ellis offered a more focused analysis, arguing that the core functions of any Town emergency plan are: (1) identifying when local capacity is exceeded and additional resources are needed; (2) calling on the county and dispatch, who already coordinate all mutual aid; (3) communicating relevant information internally to residents and visitors; and (4) assisting those impacted. He emphasized that the Wayne County murders were a tragedy rather than an

emergency as defined by emergency planning purposes, and cautioned against implementing mass communication systems that may not address real operational needs.

The Mayor acknowledged the value of improved communication tools, noting past use of a COVID-era phone tree and the potential value of a reverse-911 or similar notification system for search-and-rescue situations.

Roger Carter provided an update, reporting that student groups through his program had just completed emergency action plans for the towns of Minersville and Orderville, and that a similar template-based approach was available to Boulder Town. He offered to share the Minersville plan with Town Clerk Elizabeth Julian as a reference. He outlined key components such as hazard identification, declaration authority, NIMS coordination, and resource listings.

Action Item Assigned: Council Member Josh Ellis to serve as the point person on Emergency Operation Plan development, working collaboratively with Roger Carter (Five County Association of Governments) and Garfield County. The plan is to integrate with county resources and cover all 84716 zip code residents.

9.4. Consideration of Appointing a Liaison to WRI Project ID 7707

Council Member Lacy Allen reported that Mary McIntyre had been identified as a recommended candidate for a community liaison role to WRI Project ID 7707, with other individuals consulted declining. The Council agreed to table a formal appointment but expressed interest in keeping Mary McIntyre engaged and involved in relevant community meetings as information became available from the state.

Action Item: Tabled. Mary McIntyre to be kept informed and included in relevant community communications.

9.5. Discussion on Amending the Fire Restrictions Ordinance

Council Member Josh Ellis introduced the topic, noting that the Town has passed annual resolutions to advance the fire restriction date for several consecutive years, and suggested it would be more efficient to update the underlying ordinance permanently. He proposed amending the ordinance to set the fire restriction period from May 1 (rather than June 1) through October 31 and to reword the ordinance to align with Stage 1 fire restriction language used by the state. He also proposed revising the provision allowing fires if approved by the Town Council and managed

by the fire department, to instead require only fire department approval and management.

Action Item Assigned: Town Clerk Elizabeth Julian and Council Member Josh Ellis to collaborate on a proposed revised ordinance. The item is not time-sensitive and will be scheduled for a public hearing when the agenda allows.

9.6. Discussion on Conditional Use Permit (CUP) Application regarding amended Residential Short-Term Rental (RSTR) Ordinance

Council Member Josh Ellis confirmed that the RSTR CUP requirements are split across two code sections: the business license section contains the bulk of the substantive requirements including residency standards and annual renewal, while the land use section governs the CUP process itself, including the cap of 12 total RSTRs. The ordinance explicitly references a separate RSTR CUP application form that does not currently exist.

Town Clerk Elizabeth Julian noted pending business license applications existed: one pending business license application dating to September 2025 on which no action had been taken after a letter was sent to the then-current attorney and Council seeking next steps; and a second more recent pending business license application from that triggered the need for a CUP, anticipated to come before the Planning Commission. A third matter involves an existing RSTR applicant seeking a Board of Adjustment variance, which doesn't yet have a pending business license.

The Council agreed that the most expedient path is for Council Member Josh Ellis to work with Erin Smith to adapt the existing CUP application form by replacing the site plan checklist with the specific RSTR requirements drawn directly from the ordinance. Town Clerk Elizabeth Julian was also assigned to resend the email thread regarding the first pending application to Council Member Josh Ellis and Erin Smith who were on the original emails.

Action Item Assigned: Council Member Josh Ellis to work with Erin Smith on the RSTR CUP application process. Town Clerk Elizabeth Julian to resend prior email threads and supporting documentation on the three pending applications.

9.7. Discussion on Pay Schedule

The Mayor introduced the pay schedule as a necessary component of the FY27 budget, noting that a cost-of-living adjustment (COLA) would need to be decided

prior to May 1. The current draft showed a 3.5% increase; Council Member Josh Ellis noted that comparable benchmarks included Social Security's 2.8% adjustment and the Utah Retirement Fund's 2.6% increase for the current year, suggesting 3.5% may be slightly above average. Council Member John noted that most comparable municipalities use a salary range for each position rather than fixed amounts based solely on years of service, and recommended the Town consider a merit-based component layered onto the COLA. Council Member Josh Ellis identified a model combining an annual COLA with a 0–3% merit increase as potentially suitable.

The Mayor noted the landfill operator position may warrant a separate review, including the possibility of absorbing it into the maintenance budget given the low weekly hours involved, and noted ongoing difficulty recruiting a backup operator at the current compensation level.

Action Item Assigned: All Council members to research appropriate COLA benchmarks and review the pay schedule prior to the April 20 budget work meeting. Mayor Cheryl to evaluate the landfill operator position structure.

X. GENERAL PUBLIC COMMENT (Public Input)

Nancy Tosta provided a clarification regarding the RSTR CUP notice requirements, advising that under the code, a public hearing for a CUP must be noticed at least 10 days in advance, and urging the Council to ensure that timeline is met for any pending applications.

Peg Smith, attending remotely via Zoom, provided additional public comment regarding agenda item 7.3. She referenced the March 9 Garfield County Commission meeting at which Dax Mangus presented on the predator management program and made statements suggesting that deer populations in the Boulder/Kaiparowits hunting unit had recovered, raising questions about the stated rationale for the predator control study. She encouraged Council members to review the March 9 county commission recording.

XI. CLOSING BUSINESS

11.1. Review of Outcomes, Assignments, and Counsel Recommendations

Town Clerk Elizabeth Julian read a summary of outcomes and assignments from the meeting into the record, as detailed throughout these minutes.

11.2. Future Agenda Items

The following items were identified for future agendas:

- Planning Commission progress report on the General Plan and land use ordinances (May meeting)
- Business license updates from Erin Smith (May meeting)
- Purchasing policy update from Council Member John Veranth (June meeting, as a work session item given anticipated budget workload in May)
- Budget public hearing (June regular meeting, with a tentative special meeting in late June if needed prior to the June 30 final budget deadline)
- The Mayor noted that the tentative budget must be passed at the May meeting, and the final budget adopted before the end of June.

11.3. Confirmation of Next Meeting

The next Regular Meeting of the Boulder Town Council is confirmed for **Tuesday, May 5, 2026, at 7:00 PM** and the Special Meeting of the Boulder Town Council is confirmed for **Monday, April 20, 2026 at 2:00 PM**.

XII. CLOSED SESSION (Action - Motion Required To Enter/Exit)

***Motion:** Council Member Josh Ellis moved to enter into a closed session for the purpose of discussing the character or competence of an individual [in the meeting room that will include the Council and Clerks]. Council Member Tina Karlsson seconded.*

***Vote:** Roll Call Vote – Council Member Josh Ellis- Aye, Council Member Tina Karlsson - Aye, Council Member John Veranth - Aye, Council Member Lacy Allen - Aye, Mayor Cheryl Cox - Aye.*

***Result:** Approved 5-0. Closed session convened.*

XIII. RETURN TO REGULAR MEETING (Discussion & Possible Action)

Motion: Council Member John Veranth moved to return to the regular meeting. Council Member Josh Ellis seconded.

Vote: Roll Call – Council Member Josh Ellis - Aye, Council Member Tina Karlsson - Aye, Council Member John Veranth - Aye, Council Member Lacy Allen - Aye, Mayor Cheryl Cox - Aye.

Result: Motion Approved Unanimously 5-0. Regular session reconvened.

No action was taken following the return from closed session.

XIV. ADJOURNMENT

With no objection and no further business, Mayor Cheryl Cox adjourned the meeting at 9:46 PM.

CERTIFICATE

BOULDER TOWN, STATE OF UTAH

/s/ Cheryl Cox, Mayor

ATTESTATION:

/s/ Elizabeth Julian, Town Clerk

Date Approved by the Town Council: **May 5, 2026**