

# Truth-In-Taxation: A Trail Guide for **Cities and Towns**

---



## Scofield, Utah

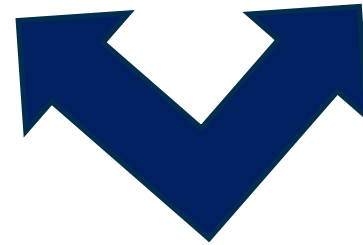


Population: 25  
Total Annual GF Budget FY 26: \$171,130  
Total Annual Budgeted Property Tax 26: \$25,000  
Property Tax as % of Total GF revenue: 14.6%

## Salt Lake City, Utah

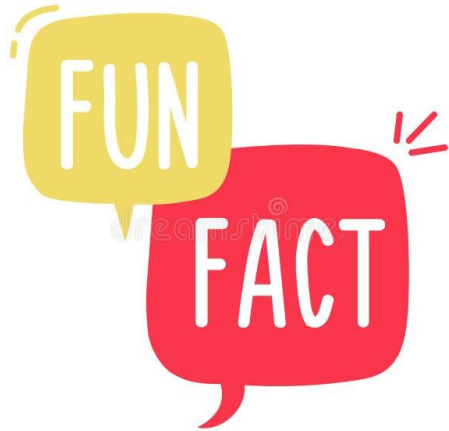


Population: 217,783  
Total Annual GF Budget FY 26: \$512,495,523  
Total Annual Budgeted Property Tax 26: \$125,195,700  
Property Tax as % of Total GF revenue: 24.4%



**Truth-in-Taxation process is the same!**

# Property Tax rates in Utah are revenue driven



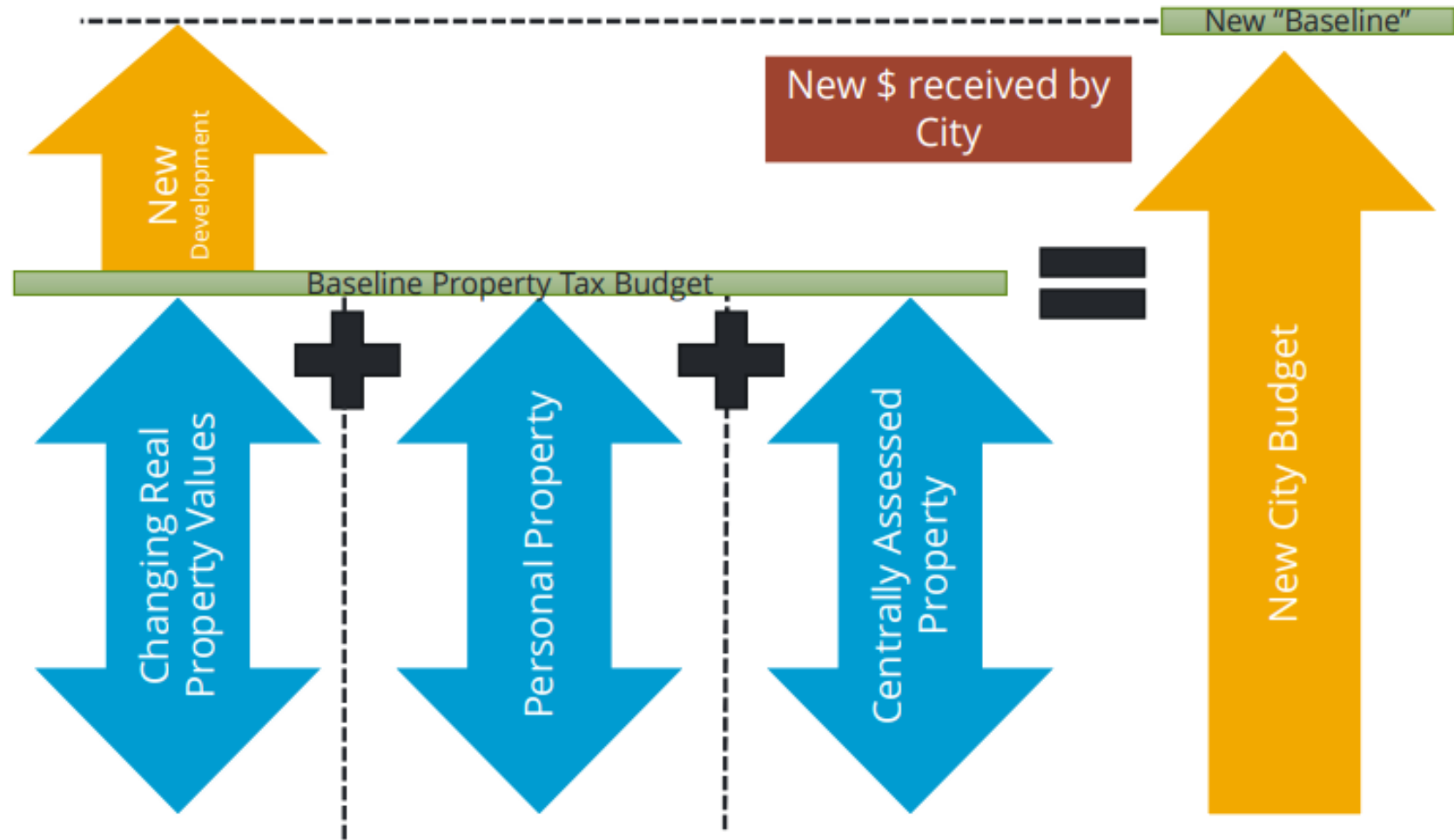
- Valuation increases do not result in higher taxes.
- Valuation increases and decreases usually result in tax burden shifts.
- There is a natural downward bias in property tax – inflation is backed out on purpose.
- Primary residential properties receive a 45% tax break.
- Most of these facts are not likely to change.
- Work to understand this complicated process – it is fundamental to understanding public budgets in Utah.
- Despite all of the above, property tax is the most stable revenue source for local governments and is the tax over which local officials have the most control.

# Want more/new property tax Revenue??

- New Growth



# NEW GROWTH FORMULA



*Courtesy: Salt Lake City Council*

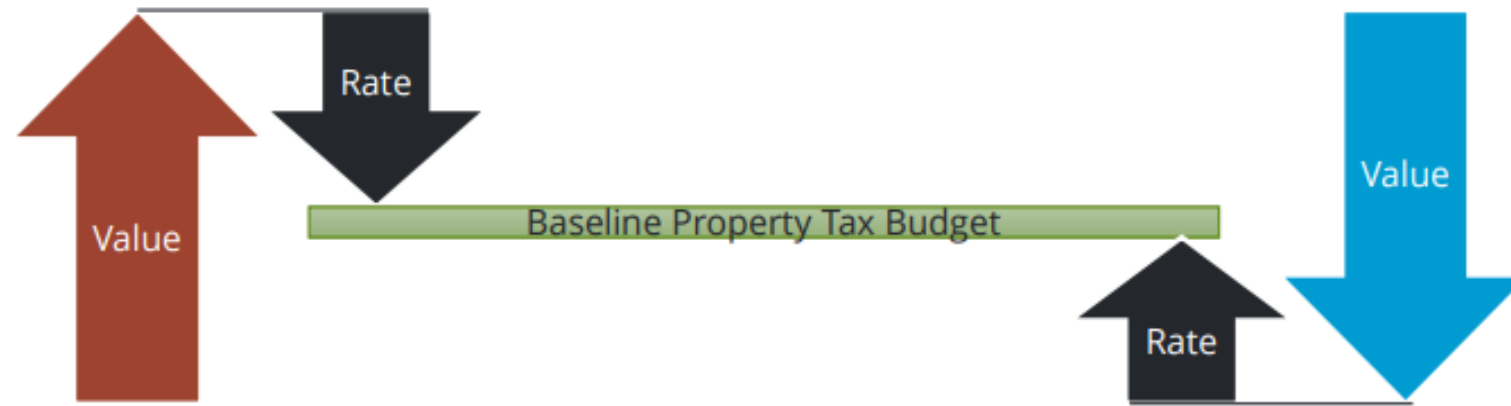
# Want more/new property tax Revenue??

- New Growth
- Annex new tax areas
- Tax Rate Increase Process  
(Truth-in-Taxation)



# TRUTH IN TAXATION

---



- Holds the amount of property taxes that an entity receives constant, **regardless of changes in property value.**
- Unless the Council chooses to increase taxes to receive more revenue. This requires a “Truth in Taxation” public hearing & notice.
- One exception – “New Growth” authorized by the County & State

*Courtesy: Salt Lake City Council*

Property Tax Demonstration  
Year 1

House 1	House 2	House 3	House 4	House 5
Mkt Value 181,818	Mkt Value 181,818	Mkt Value 181,818	Mkt Value 181,818	Mkt Value 181,818
Tax Value 100,000	Tax Value 100,000	Tax Value 100,000	Tax Value 100,000	Tax Value 100,000
Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000

House 6	House 7	House 8	House 9	House 10
Mkt Value 181,818	Mkt Value 181,818	Mkt Value 181,818	Mkt Value 181,818	Mkt Value 181,818
Tax Value 100,000	Tax Value 100,000	Tax Value 100,000	Tax Value 100,000	Tax Value 100,000
Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000

Entity	
Total Base Mkt Value	1,818,182
Total Base Tax Value	1,000,000
Tax Revenue Base	10,000
Tax Revenue New Grow	-
Total Tax Revenue	10,000
Tax Rate	1.00%

Year 2

House 1	House 2	House 3	House 4	House 5
Mkt Value 363,636	Mkt Value 363,636	Mkt Value 363,636	Mkt Value 363,636	Mkt Value 363,636
Tax Value 200,000	Tax Value 200,000	Tax Value 200,000	Tax Value 200,000	Tax Value 200,000
Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000

House 6	House 7	House 8	House 9	House 10
Mkt Value 363,636	Mkt Value 363,636	Mkt Value 363,636	Mkt Value 363,636	Mkt Value 363,636
Tax Value 200,000	Tax Value 200,000	Tax Value 200,000	Tax Value 200,000	Tax Value 200,000
Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000	Tax Bill 1,000

Entity	
Total Base Mkt Value	3,636,364
Total Base Tax Value	2,000,000
Tax Revenue Base	10,000
Tax Revenue New Grow	-
Total Tax Revenue	10,000
Tax Rate	0.50%

Year 3

House 1	House 2	House 3	House 4	House 5
Mkt Value 181,818	Mkt Value 190,909	Mkt Value 200,000	Mkt Value 209,091	Mkt Value 218,182
Tax Value 100,000	Tax Value 105,000	Tax Value 110,000	Tax Value 115,000	Tax Value 120,000
Tax Bill 816	Tax Bill 857	Tax Bill 898	Tax Bill 939	Tax Bill 980

House 6	House 7	House 8	House 9	House 10
Mkt Value 227,273	Mkt Value 236,364	Mkt Value 245,455	Mkt Value 254,545	Mkt Value 263,636
Tax Value 125,000	Tax Value 130,000	Tax Value 135,000	Tax Value 140,000	Tax Value 145,000
Tax Bill 1,020	Tax Bill 1,061	Tax Bill 1,102	Tax Bill 1,143	Tax Bill 1,184

Total Base Mkt Value	2,227,273
Total Base Tax Value	1,225,000
Tax Revenue Base	10,000
Tax Revenue New Grow	-
Total Tax Revenue	10,000
Tax Rate	0.82%

Year 4

House 1	House 2	House 3	House 4	House 5
Mkt Value 181,818	Mkt Value 190,909	Mkt Value 200,000	Mkt Value 209,091	Mkt Value 218,182
Tax Value 100,000	Tax Value 105,000	Tax Value 110,000	Tax Value 115,000	Tax Value 120,000
Tax Bill 816	Tax Bill 857	Tax Bill 898	Tax Bill 939	Tax Bill 980

House 6	House 7	House 8	House 9	House 10
Mkt Value 227,273	Mkt Value 236,364	Mkt Value 245,455	Mkt Value 254,545	Mkt Value 263,636
Tax Value 125,000	Tax Value 130,000	Tax Value 135,000	Tax Value 140,000	Tax Value 145,000
Tax Bill 1,020	Tax Bill 1,061	Tax Bill 1,102	Tax Bill 1,143	Tax Bill 1,184

House 11
Mkt Value 272,727
Tax Value 150,000
Tax Bill 1,224

Entity	
Total Base Mkt Value	2,227,273
Total Base Tax Value	1,225,000
Total New Growth Tax V	150,000
Grand Total Tax Value	1,375,000
Tax Revenue Base	10,000
Tax Revenue New Grow	1,224
Total Tax Revenue	11,224
Tax Rate	0.82%

# Sample Local Property Tax Rates/Revenue

• Wayne County - 0.001301	\$700,000	27%
• Bicknell - 0.000125	\$6,500	3.8%
• Lyman - 0.000193	\$4,200	0.8%
• Torrey - 0.000143	\$16,004	7.5%
• Hanksville - 0.000406	\$8,000	4.3%
• Richfield - 0.001821	\$1,028,646	9.8%
• Salina - 0.002680	\$579,000	20%
• Redmond - 0.000562	\$30,997	7.8%
• Koosharem - 0.000192	\$8,805	6.4%
• Monroe - 0.001085	\$228,627	14.3%

# Sample Property Tax Rates in Carbon County

	Rate	Revenue
Carbon County	0.002556	\$5,686,106
East Carbon/Sunnyside	0.008750	\$607,019
Helper	0.001919	\$288,663
Price	0.001290	\$858,959
Scofield	0.001115	\$22,707
Wellington	0.003000	\$326,366

**FACT:** The municipal budget process will be different and last longer when an entity chooses to include new property tax revenue through the truth-in-taxation process



# Budget Process Differences for Truth in Taxation

Regular Budget Process  
Prior TNT requirements  
2026 TNT additions

## Traditional Budget Process

- **January - April:** Prepare a tentative budget
- **May:** Make the tentative budget available to the public
- **May/June:** Provide notice of a public hearing
- **June:** Conduct a properly advertised public hearing on the tentative budget
- **Before June 22:** Adopt the certified property tax rate and notify the County Auditor and Tax Commission. Update the rate system.
- **By June 30:** Make adjustments and adopt the final budget
- **30 days after adoption:** File budget with the State Auditor.

## Truth-In-Taxation Budget Process

- **January - April:** Prepare a tentative budget
- **May:** Make a tentative budget available to the public and state it includes a property tax increase. Present a property tax impact schedule at the department level that outlines the budget increase at the department level and articulates the operational impact to the department if the entity approves the increase. Include the property tax impact schedule as a separate item on the meeting agenda and make printed copies of the property tax impact schedule available at the meeting.
- **After May 1 but before June 13,** state at a public meeting that a property tax increase is proposed, the approximate dollar amount, the approximate percentage increase, and that if the tax rate is increased, a properly noticed public hearing on the increase will be scheduled. This is a separate item on the agenda. Include the property tax impact schedule as a separate item on the meeting agenda and make printed copies of the property tax impact schedule available at the meeting.
- **June 1:** Notify County Auditor and State Tax Commission of intent to increase property tax and the planned August hearing date
- **June:** At each public hearing prior to June 30 where the general fund budget is discussed, present the property tax impact schedule as a separate document from all other budget documents on the agenda. Make printed copies of the property tax impact schedule available at the meeting.
- **May/June:** Provide notice of a public hearing
- **June:** Conduct a properly advertised public hearing on the tentative budget and include the property tax impact schedule on the agenda as a separate item. Make printed copies of the property tax impact schedule available at the meeting.
- **Before June 22:** Adopt the intended property tax rate and notify the County Auditor and Tax Commission. Update the certified tax rate system.
- **By June 30:** Make adjustments and adopt the interim budget. Include the property tax impact schedule as a separate document and make printed copies of the property tax impact schedule available at the meeting. Appropriately project new property tax revenue to a restricted account.
- **July/August:** For at least 14 days before the entity's August public hearing, post notice of the hearing on Utah Legals, Utah public notice website and entity website\*, and physically in public location. and for at least 14 days before the hearing post the County Auditor's list of property tax hearings on the main page of the entity's website.
- **August:** At least 24 hours before TNT hearing, post instructions for virtual participation on the entity's website.
- **August:** Conduct truth-in-taxation hearing and adopt a final tax levy and final budget. Make sure the amount of the tax increase and reasons for the tax increase are clearly stated and recorded. Include the property tax impact schedule. Provide the County list of hearings, if requested. Provide printed copies of the property tax impact schedule at the hearing.
- **By September 1:** Adopt final budget and tax rate and file form PT 800 with Tax Commission.
- **By September 1:** Update Certified Tax Rate system.
- **August/September:** Within 7 days of adopting the final budget and tax rate provide the State Tax Commission all evidence of compliance with truth in taxation requirements.
- **30 days after adoption:** File budget with the State Auditor



**ANOTHER FACT:** The Legislature wants local entities to be more transparent about the need for increased property tax revenue. This is your chance to fully educate the public about the value and cost of municipal services.

# Law aims to bolster transparency when cities, school districts, other entities pursue tax hikes

By Tim Vandenack, KSL | Posted - March 25, 2026 at 8:05 a.m.



Rep. Karen Peterson, on Jan. 12 at the Little America Hotel in Salt Lake City, is sponsoring a bill that aims to bolster transparency when cities, school districts and other taxing entities pursue tax hikes was signed into law Monday. (Scott G. Winterton, Deseret News)

## 2026 Adopted Property Tax Legislation

HB 236

SB 238

HB 565

SB 206

# HB 236 Truth In Taxation Objectives:

- **Bring the public into the truth in taxation process as early as possible**
- **Alleviate the public concern that an entity has already started spending money from the tax increase before the August Truth-in-Taxation hearing, and thus the tax hearing is meaningless.**

# **HB 236 Truth In Taxation New Requirements:**

- **Public statement that a property tax increase is included in the tentative budget.**
- **A property tax impact schedule as a separate item from budget documents.**
- **Public statement announcing the approximate dollar amount, percentage increase, purpose, and tax rate public hearing information (May 1 – June 13)**
- **Adoption of an interim budget with new property tax revenue held in a separate account**

# HB 236 Sample Property Tax Impact Schedule:

## Example Property Tax Impact Schedule from Cameron City

Updated 5/1/2026

### Proposed Property Tax Impact Schedule

Cameron City will consider an increase to its property tax rate from .00045 to .00049 (estimated) to generate an additional \$400,000. The following information is intended to provide decision makers and the public with an explanation of how the City's operations would be affected if the proposed property tax increase is adopted.

Cameron City's Current Property Tax Rate	0.00045
Cameron City's Current Property Tax Revenue	\$4,200,000
Proposed Revenue with Tax Change	\$4,600,000
<b>New Property Tax Revenue to Cameron City</b>	<b>\$400,000</b>
Estimated Increase to Cameron City's Property Tax Revenue	9.50%
Estimated Increase to a primary residence of \$450,000	\$10.61 or X% increase
Estimated Increase to a business valued at \$450,000	\$19.29 or X% increase

<u>Affected Department</u>	<u>Proposed Budget</u>	<u>Budget without Tax Change</u>	<u>Budget Change</u>
Police	\$7,234,000	\$7,045,000	<b>\$189,000</b>
<p><b>Impact of Tax Increase</b> - The Police Department will hire two new police officers and purchase related equipment.</p>			
<u>Affected Department</u>	<u>Proposed Budget</u>	<u>Budget without Tax Change</u>	<u>Budget Change</u>
Planning	\$250,000	\$190,000	<b>\$60,000</b>
<p><b>Impact of Tax Increase</b> - The Planning Department will increase it's contracting budget by \$60,000 to be able to hire a consultant to update the General Plan this year.</p>			
<u>Affected Department</u>	<u>Proposed Budget</u>	<u>Budget without Tax Change</u>	<u>Budget Change</u>
Parks	\$5,562,700	\$5,713,70	<b>\$151,000</b>
<p><b>Impact of Tax Increase</b> - The Parks Department will hire two new full time to enhance service levels on city-owned property.</p>			
<p>Total General Fund Change:</p>			<b>\$400,000</b>

# Applicable Statutes for a **municipal** budget process that includes truth-in-taxation

## Cities

- Fiscal Act for Utah Cities - Utah Code 10-6
- Public hearing notice requirements- Utah Code sections 45-1-101 and 63G-30-102
- Utah Open and Public Meetings Act – Utah Code 52-4
- Adopt certified tax rate levy by June 22 – Utah Code 59-2-912
- Valuation transmittal by Auditor to entities – Utah Code 59-2-924
- Notice and Hearing Requirements for certain tax increases - Utah Code 59-2-919
- Requirements under 59-2-924 for property tax impact schedule and interim budget
- City Enterprise Fund hearing requirement – Utah Code 10-6-135.5

## Towns

- Fiscal Act for Utah Towns - Utah Code 10-5
- Public hearing notice requirements- Utah Code sections 45-1-101 and 63G-30-102
- Utah Open and Public Meetings Act – Utah Code 52-4
- Adopt certified tax rate levy by June 22 – Utah Code 59-2-912
- Valuation transmittal by Auditor to entities – Utah Code 59-2-924
- Notice and Hearing Requirements for certain tax increases - Utah Code 59-2-919
- Requirements under 59-2-924 for property tax impact schedule and interim budget
- Definition of a Town, may be exempt from website posting of notices Utah Code 10-2-301
- 59-2-924
- Town Enterprise Fund hearing requirement – Utah Code 10-5-107.5

# State Tax Commission Checklist for a **municipal** budget process that includes truth-in-taxation

## 2026 Property Tax Increase CHECKLIST for Fiscal-Year Entities

Revised 4/17/26

A property tax increase may not be certified unless evidence/proof has been made to the county auditor and Tax Commission for each item below. Proof can take several forms. Please ensure the evidence you provide clearly and conclusively supports the necessity or justification for each checkbox.

### Disclaimer

*This document is provided for assistance. It is the sole responsibility of the taxing entity to ensure that all statutory requirements are followed for a property tax increase. Entities should verify that they are meeting all legal requirements and consult with their attorney as needed. This document is updated from 2026 H.B. 236 and S.B. 238 and current Utah Code.*

### On or before June 1<sup>st</sup>

Entity is required to notify the County Auditor **and** the USTC of the following items regarding the Property Tax Increase Hearing:

- Date
- Time
- Location

Check your Friday  
Facts from  
April 17, 24 or May  
8 for property tax  
resources

### First meeting in May – Tentative budget that includes increase

- Budget Officer statement that the tentative budget includes a proposed tax rate increase.
- Taxing entity includes, on the agenda for the public meeting, a separate item notifying the public that an executive officer or budget officer of the taxing entity intends to state in the public meeting that the tentative budget includes a proposed tax rate increase.
- An entity shall present a **property tax impact schedule** that is separate from all other budget documents.

# ULCT Supplemental tips for a **municipal** budget process that includes truth-in-taxation

## Municipal Budgeting Process

Type :

Q Search...

CURRENTLY SELECTED

- Best practice recommendation ✓
- State requirement for budget process ✓
- State requirement for truth-in-taxation process ✓
- Tax Commission process requirement ✓

Print CSV

Search: \_\_\_\_\_

			Action Target Date ^	Statutory Date ^	Action taken by ^	Statutory Reference ^	Evidence of Compliance ^
1	State requirement for budget process	Prepare tentative budget	February - May	On or before the first regularly scheduled meeting in May	Budget Officer	Utah Code §10-6-111 (city) §10-5-107 (town)	
2	State requirement for truth-in-taxation process	Prepare Property Tax Impact Schedule (example linked)	4/23/2026	On or before the first regularly scheduled meeting in May	Budget Officer	2026 Legislative Session HB 236 Utah Code §59-2-924 (8) (b)	Yes
3	Best practice recommendati...	Recommended: Include the property tax impact schedule as a separate agenda item if the 2026-27 budget is being discussed (required for any public hearing where the general fund budget is discussed from May-June)	May-August	On any agenda from May-June where there is a budget hearing	Budget Officer	Best practice recommendation	Yes
4	State requirement for truth-in-taxation process	Prepare a statement of the approximate dollar amount increase, percentage increase, and purposes of the increase. This statement must be presented and read into the record at a public meeting between May 1-June 13 (See Task 11).	4/23/2026	May 1 - June 13	Budget Officer	2026 Legislative Session HB 236 Utah Code §59-2-919 (4)	Yes
	est practice	Recommended: Create an electronic file location to save all	5/1/2026		Budget Officer	Best practice	Yes

# Legend for Deep Dive

Regular Budget Process

Prior TNT requirements

2026 TNT additions

Recommended Practice

# Deep Dive: Budget process with truth-in-taxation

## January - April

**January:** Annual goal setting session with Council to align priorities to available revenue.

**February - April:** Review historical revenue and expense projections and determine if additional property tax revenue is necessary to achieve policy goals.

**April:** Create/update current user information in the State Tax Commission's Certified Tax Rate system.

**Mid April:** You might want to consider scheduling a training session to remind officials and teach the public how property taxes work in Utah.

# Deep Dive: Budget process with truth-in-taxation

## May

**First Tuesday/meeting in May:** Budget officer presents a tentative budget to Council that includes additional property tax revenue and includes a property tax impact schedule\* as an item separate from the tentative budget on the agenda. Make printed copies of the property tax impact schedule available. The resolution adopting the tentative budget should establish the tentative budget hearing date. Both an intention to make a statement and a statement by the budget officer that the tentative budget includes a proposed property tax increase are required as separate items on the agenda.

**Mid May:** Consider holding a town hall meeting in mid May to educate the public about your budget and the reasons why officials need the additional revenue that a property tax increase will produce.

**After May 1 but before June 13:** Both an intention to make a statement and a statement from the entity at a public meeting that a tax increase is proposed, the approximate dollar amount, the approximate percentage increase, the purpose for the additional revenue, and that if the tax rate increase is pursued, a properly noticed public hearing on the increase will be scheduled must be made. These are two separate agenda items. Include the property tax impact schedule as an item on the agenda that includes the intention and required impact statement and have printed copies available.

Regular Budget Process  
Prior TNT requirements  
2026 TNT additions  
Recommendation

*“Property tax impact schedule” means a schedule of expenditures that, in accordance with Subsection (8)(b), is included in the interim budget for a fiscal year taxing entity that proposes a tax rate increase for the ensuing fiscal year period. This schedule shall outline expenditures supported by additional property tax revenue at the department level and should articulate the operational impact to the department if the taxing entity approves the increase – Utah Code Section 59-2-924(8)(b)*

# Recommended Best Practices for May

## Process Recommendations:

- Create an electronic file location to save all evidence of Truth in Taxation Compliance. You will need to submit all evidence to the County Auditor and Tax Commission during and at the end of the process.
- Tax Commission Requirement: Each time in May (and until the August hearing) that a Council agenda includes a budget discussion, include the property tax impact schedule as a separate, informational item on the agenda for full transparency. Have printed copies available at the meeting and post it on the entity's website as well. *This is a requirement, not a recommendation, if there is a budget hearing on the agenda.*
- Hold a town hall or other public meeting to educate the public about the budget and the need for additional property tax revenue. Include the property tax impact schedule as a separate, informational item at the town hall.

## First Meeting in May Recommendations: Use three resolutions to accomplish the requirements:

- Resolution acknowledging that pursuant to section 59-2-919(4)(a)(i) that the budget officer or Mayor stated as a separate item from the budget and in a public meeting that the tentative budget includes a proposed property tax increase and presented a property tax impact schedule as defined in section 59-2-924.
- Resolution adopting the tentative budget, the property tax impact schedule (which is a separate item on the agenda and separate from all other budget documents), and setting the June public hearing date for the tentative budget.
- Resolution acknowledging that a Separate Item is Included on the Agenda notifying the public that the City intends to make a statement as required by section 59-2-919(4)(b); Further acknowledging that the budget officer or executive officer made the statement as required by section 59-2-919(4)(b), setting the date, time and place of the public hearing on the proposed property tax increase as required by section 59-2-919; and directing the appropriate city official to send a notice before June 1, 2026 to the Utah State Tax Commission (the “*Tax Commission*”) and the Salt Lake County Auditor (the “*County Auditor*”) stating that the city is considering a property tax increase and the date, time and place of the public hearing required by section 59-2-919.

# Deep Dive: Budget process with truth-in-taxation

## May – Best Practice Sample Agenda

1. Consideration of Resolution 2026 - ?? A resolution of the Council of the {specify City/Town} acknowledging:
  - the filing of the tentative budget for fiscal year 2026-27 prepared by the Budget Officer pursuant to Section 10-6-111 of the Utah Code, adopting the tentative budget subject to further review and consideration by the Council,
  - establishing the date, time, and place for a public hearing on the tentative budget prior to adoption of the final budget for fiscal year 2026-27 subject to the requirements of Sections 59-2-919 and 59-2-924 of the Utah Code,
  - ordering publication of notices as required by law, and
  - ordering the tentative budget to be available for public inspection in the office of the City/Town Recorder and on the City's/Town's website for at least 10 days prior to adoption of the final budget.
2. The Budget Officer intends to state that the tentative budget includes a proposed property tax rate increase.
3. Statement of Budget Officer that the tentative budget includes a proposed property tax increase.
4. The Budget Officer presents and makes printed copies available to the public a property tax impact schedule as a separate document from other budget documents.

# Deep Dive: Budget process with truth-in-taxation

## May – Best Practice Sample Agenda

5. Consideration of Resolution 2026 - ?? A resolution of the City/Town Council of the {specify City/Town} acknowledging that
  - a separate item is on the agenda for the public meeting on May {specify date}, 2026 notifying the public that the Budget Officer intends to state to the City/Town Council that the tentative budget for fiscal year 2026-27 includes a proposed property tax increase,
  - acknowledging that the Budget Officer made a statement to the City/Town Council in the May {specify date}, 2026 public meeting that the tentative budget includes a proposed tax rate increase,
  - acknowledging that the Budget Officer presented to the City/Town Council, as a separate item on the agenda, in the same public meeting, a property tax impact schedule separate from other budget documents, as defined in Section 59-2-924 of the Utah Code,
  - directing that the printed copies of the property tax impact schedule shall be available for public inspection and the property tax impact schedule will be included as a separate agenda item at each public hearing prior to June 30 at which the City/Town Council discusses the proposed general fund budget for fiscal year 2026-27.

# Deep Dive: Budget process with truth-in-taxation

## May – Best Practice Sample Agenda

6. The City/Town intends to make a statement that the City/Town is considering levying a tax rate that exceeds its certified tax rate, the approximate dollar amount of and purpose for additional *ad valorem* tax revenue that would be generated by the proposed tax rate increase, the approximate percentage increase in *ad valorem* tax revenue for the City/Town based on the proposed tax increase, and that if the City/Town proceeds with the proposed tax rate increase the City/Town will provide notice of and conduct a public hearing at which members of the public will have an opportunity to provide comments on the proposed tax rate increase.
7. Statement of the Budget Officer or Executive of the Entity pursuant to Section 59-2-919 (4)(b) of the Utah Code.
8. Consideration of Resolution 2026 - ?? A resolution of the City/Town Council of the {Specify City/Town}:
  - acknowledging that a separate item is included on the agenda for the public meeting on May {specify date}, 2026 notifying the public that the Budget Officer or Executive intends to make a statement as required by Section 59-2-919 (4)(b) of the Utah Code,
  - acknowledging that the Budget Officer or Executive made the statement as required by section 59-2-919 (4) of the Utah Code,
  - setting the date, time, and place of the public hearing on the proposed property tax increase as required by Section 59-2-919 of the Utah Code, and
  - directing the Budget Officer or designee to send a notice before June 1, 2026 to the Utah State Tax Commission (“Tax Commission”) and the {specify County name} County Auditor (“County Auditor”) stating that the City is considering a property tax increase, and the date, time, and place of the public hearing required by Section 59-2-919 of the Utah Code.

# Deep Dive: Budget process with truth-in-taxation

## June

**By June 1:** Set August public hearing date, time, and location for the truth in taxation hearing and notify the County Auditor and State Tax Commission. The Auditor may adjust the date based on other entities' plans and will notify your municipality of the final hearing information by July 22.

**June:** Conduct a properly advertised public hearing on the tentative budget. This hearing must be no sooner than 10 days after the release of the tentative budget. At each public hearing in June where the general fund budget is discussed, a separate item for the property tax impact schedule must be included on the agenda. The schedule must be separated from all other budget documents. Printed copies of the schedule must be available.

**Before June 22:** Adopt a resolution tentatively establishing the tax rate that exceeds the certified tax rate and enter the information in the Certified Tax Rate System. Send approved ordinance to Tax Commission and Auditor before June 22.

**Before last day of June:** Adopt an ordinance or resolution approving an interim budget to ensure spending authority beginning on July 1 and ending the date in August that the final budget is adopted. The interim budget should include a separate revenue account in an amount equal to at least the additional property tax revenue anticipated from the increase. When adopting the interim budget, include the property tax impact schedule as a separate document.

# Deep Dive: Budget process with truth-in-taxation

## June

**In June:** The municipality can request that the County Auditor include the property tax impact schedule in the valuation notice that will be mailed to taxpayers. The municipality will need to cover the cost of printing and including the notice.

# Recommended Best Practices for June

**Adopt the Property Tax Impact Schedule by Resolution as a separate item from the adoption of the Interim Budget:**

Include in resolution:

- Language from the statement adopted in May outlining the reasons for a property tax increase
- The approximate dollar amount of the tax increase
- The approximate percentage of the increased revenue for the taxing entity
- The approximate impact of the tax increase (dollar and percentage) on an average value home
- The approximate impact of the tax increase (dollar and percentage) on the average commercial property
- The date, time, and place of the August public hearing on the proposed increase

**Each time in June that the Council agenda includes the budget, include the property tax impact schedule as a separate, informational item and make printed copies of the impact schedule available.** This is a requirement, not recommendation, if there is a budget hearing on the Council agenda.

# Legend for Deep Dive

~~Regular Budget Process~~

Prior TNT requirements

2026 TNT additions

Recommended Practice

# Deep Dive: Budget process with truth-in-taxation

## July

**By July 22:** Receive the County Auditor's valuation notice including the finalized date, time, and place of the entity's August truth-in-taxation public hearing.

**July 22-30:** Prepare and publicly post an agenda for the August truth-in-taxation hearing where the hearing on the tax rate and adoption of the tax rate and final budget are the only items on the agenda and the meeting begins at or after 6:00 p.m. Submit copies of the agenda to the County Auditor and Utah Tax Commission. The agenda should be published 14 days before the scheduled August hearing date. There should be no other general business conducted on the hearing date – emphasized in 2026 legislation.

**July and into August:** For at least 14 days before the date of the entity's truth in taxation hearing, post the County Auditor's list of all hearings on the main page of the entity's website\*. The posting should stay on the entity's website until after the Tax Commission certifies the entity's tax rate.

# Deep Dive: Budget process with truth-in-taxation

## August

**At least 14 days before the August hearing date:** Create the truth-in-taxation notice in the Certified Tax Rate system.

**At least 14 days before the August hearing date:** Post the truth-in-taxation hearing notice on Utah Public Notice website, your municipality's website, at a physical location where the town or city council meet, and in *Utah Legals*. (UCA 63G-30-102) Take screen shots/photos of each of these required postings as evidence of compliance.

**At least 14 days before the August hearing date post County Auditor's list of other truth in taxation hearings on municipality's website:** If there are other hearings that impact municipal taxpayers, the list of those hearings compiled by the County Auditor must be posted on the municipality's website for at least 14 days prior to the entity's August hearing date and until on or after the date that the tax commission certifies the entity's tax rate. Also, distribute printed copies of the list of hearings at entity's August hearing if requested.

**At least 24 hours before the August hearing date:** Post instructions for virtual participation at the hearing on the entity's website.

**On the assigned August date:** Conduct a truth-in-taxation hearing on the proposed tax increase. At the hearing, municipal officials shall state the dollar amount of the additional tax revenue, explain the reasons for the proposed tax increase, including the intended use of the revenue. (This is basically the property tax impact schedule.)

# Deep Dive: August Truth-In-Taxation Hearing

- The hearing must be at or after 6:00 p.m.
- The hearing may not overlap with any other entity's tax hearing. The County Auditor must approve the hearing date and time.
- The hearing may not be on the same date as a public meeting for the purpose of addressing general business.
- Printed copies of the property tax impact schedule should be made available at the hearing
- The only items allowed on the tax hearing agenda are related to the tax hearing and final budget adoption.
- State the additional amount of increase in budgeted revenues and the percentage of increase.
- Explain the purposes and uses of the additional budgeted revenue, **this is basically a review of the property tax impact schedule.**
- The public must be able to participate in person and online.
- If the County Auditor compiled a list of all truth-in-taxation hearings in the County, make sure the list is posted on the municipality's home page of the website beginning 14 days before the hearing and that a copy of the list is available at the hearing for anyone who requests it.
- Provide all interested persons an opportunity to be heard on the proposed property tax increase.
- If a decision is not made on the final budget at the truth-in-taxation hearing inform the public of when the decision will be made.

# Deep Dive: Budget process with truth-in-taxation

## September

**By September 1:** Adopt an ordinance or resolution implementing the new tax rate that exceeds the certified tax rate for the year. Adopt an ordinance or resolution approving the final budget for the fiscal year.

**By September 1:** Send copies of the signed tax rate ordinance or resolution to the County Auditor and Utah State Tax Commission. Within 7 days of adopting the final budget, provide all evidence of compliance with truth in taxation requirements to the State Tax Commission. The Commission must determine compliance within 30 days of evidence submission.

**By September 1:** Update entity information in the Certified Tax Rate System

**By September 1:** Send a signed copy of Form PT 800 to the Utah State Tax Commission.

**Within 30 days of budget adoption:** Submit a copy of the final budget to the Utah State Auditor.

# Looking Ahead:

- Tax Commission Checklist – link available on ULCT website
- ULCT Supplemental Support – on ULCT website
- Future Tax Commission Trainings - TBD
- One-year grace period on NEW PROVISIONS OF HB 236 ONLY

## Lawyer's Fine Print:

This presentation is a guide.  
Please rely on your city attorney and  
read and understand UCA 59-2-919  
as well as other statutes governing  
budgets and truth-in-taxation for the  
latest requirements.

