



**AGENDA
COUNTY COUNCIL
Wednesday, August 5, 2026**

NOTICE is hereby given that the Summit County Council will meet, on Wednesday, August 5, 2026, electronically, via Zoom, and at the anchor location of the Richins Building auditorium, 1885 W. Ute Blvd., Park City, UT 84098

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

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

OR

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

OR

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

9:00 AM-12:00 PM Site visit of 910 Ranch at 10063 N. East Canyon Road, Park City, Utah 84098; Jess Kirby (3 hours)

12:00 PM - Break, and travel to Richins building (55 min)

12:55 PM Closed Session - Property Acquisition (60 min)

1:55 PM - Move to auditorium (10 min)

2:05 PM Work Session

1. 2:05 PM - Pledge of Allegiance (5 min)
2. 2:10 PM - Interview applicants for vacancies on the Summit County Recreation Arts & Parks Advisory Committee-Cultural (2 hours)
[Interview Schedule-RAP Tax Cultural.pdf](#)
[Members 072026.pdf](#)
3. 4:10 PM - Introductions of the Miss Summit County Volunteer, Miss Summit County Teen Volunteer, and the Rodeo royalties (20 min)
[2026 Royalties.pdf](#)

4:30 PM Closed Session – Personnel (15 min)

4:45 PM Consideration of Approval

1. 4:45 PM - Discussion and possible approval of members to serve on the Summit County Arts & Parks Advisory Committee-Cultural (2 min)
[Memo-Appointments to RAP Tax Cultural.docx](#)
2. 4:47 PM - Approval of Minutes: May 13, 2026, June 3, 2026, June 10, 2026, and July 7, 2026
[SCC Draft Minutes 5-13-26.pdf](#)
[SCC Draft Minutes 6-3-26.pdf](#)
[SCC Draft Minutes 6-10-26.pdf](#)

[SCC Draft Minutes 7-7-26.pdf](#)

3. 4:50 PM - Discussion and possible approval of Resolution 2026-19, a Resolution Adopting the Summit County Housing Authority Strategic Plan; Madlyn McDonough (30 min)
[Staff Report and Resolution No. 2026-19.pdf](#)
4. 5:20 PM - Discussion regarding Ordinance No. 1017, changes to the Business License Code; Malena Stevens, Scott Buchanan, and Lynda Viti (30 min)
[08.05.26 Business License Staff Report 1.docx](#)
[CLEAN draft 7.31 CHAPTER 1 BUSINESS_LICENSE_PROVISIONS \(1\).docx](#)
[Redline 7.31 CHAPTER 1 BUSINESS_LICENSE_PROVISIONS \(1\).docx](#)
5. 5:50 PM - Council and Manager comments (10 min)

6:00 PM Public Input

Public comment is for any matter not on the Agenda and not the subject of a pending land use application. If you would like to submit comments to Council, please email publiccomments@summitcountyutah.gov by 12:00 p.m. on Wednesday, August 5, 2026. If you wish to interact with Council, for public input, please appear in person, or use the “Raise Hand” button at the bottom of the chat window in Zoom.

6:00 PM Public Hearing

1. Convene as the Governing Board of the Snyderville Basin Recreation Special Service District – Public hearing and possible adoption of Resolution SBSRD 2026-20 providing for a special bond election to be held on November 3, 2026, for the purpose of submitting to the qualified electors of Snyderville Basin Special Recreation District, Summit County, Utah, a proposition regarding the issuance of not to exceed \$150,000,000 general obligation bonds; and related matters; Rob Parrish and Ryan Bruce - Dismiss as the Governing Board of the Snyderville Basin Recreation Special Service District
[Bond_Election_Council_Presentation_26.08.05.pdf](#)
[Bond_Election_Staff_Report_26.08.05.pdf](#)
[Resolution Calling Bond Election - Snyderville Basin SRD GO Bond Election 2026.docx](#)
[Snyderville Basin SRD Tax Impact \\$150M Level 07-30-26.pdf](#)
[Snyderville Basin SRD Tax Impact \\$150M Wrap 07-30-26.pdf](#)
[BRD-2026-042 TO CALL A SPECIAL BOND ELECTION \(1\).pdf](#)

Adjourn

Interview Schedule
Summit County Recreation Arts and Parks Advisory Committee - Cultural
Wednesday, August 5, 2026

At the anchor location of the Richins Building
1885 W Ute Blvd, Park City, UT 84098

OR

Zoom webinar: <https://zoom.us/j/772302472>

Phone: 1-301-715-8592, Webinar ID 772 302 472
(6 vacancies; 8 applicants)

2:10 PM	Frank Lynch	Zoom
2:25 PM	Sue Kapis	In Person
2:40 PM	Polly Choque-Mendoza	In Person
2:55 PM	Jenny Diersen	In Person
3:10 PM	Kara Beal	Zoom
3:25 PM	Gail Rose	*Reapplying Zoom
3:40 PM	Pamela Graves-Longley	In Person
3:55 PM	Emma Zevallos	Zoom

The five vacancies are a result of JaNae Blonquist, Les Kratter, Gail Rose, Katie Lindsay and Sharon Serpico Hansen's terms expiring on June 30, 2026, and one vacancy is a result of the resignation of Vincent Novack on July 17, 2026.

Five members' terms would expire June 30, 2029. One new member would serve the unexpired term of Vincent Novack, which expires June 30, 2028.

Interview Instructions (Zoom only)

For your interview with Council, please use one of the two following options:

1. By phone only: Dial 1-301-715-8592, Meeting ID: 772 302 472
2. By video chat: Join Zoom meeting: <https://zoom.us/j/772302472> When you join the meeting, set up your audio preferences. You will be muted upon entering the meeting.

When Council finishes the interview prior to yours, the moderator will unmute your microphone so you can interview with Council.

SC Recreation Arts and Parks Advisory Committee - Cultural

Terms expire June 30th of each year

Three-year terms, serving no more than three consecutive terms

NAME	EMAIL ADDRESS	ADDRESS	CONTACT NUMBERS	TERM EXPIRES	# of Terms	1 st appointed	Reappointed
JaNae Blonquist	jblonquist@summitcountyutah.gov	570 Boarder Station Road Coalville, UT 84017	435-640-4614	2026	2	2/23/22	8/2/23
Les Kratter Secretary Resigned 7/15/26	lkratter@summitcountyutah.gov	22 Sandstone Cove Park City, UT 84060	650-759-5066	2026	2	2/23/22	8/2/23
Gail Rose, Chair	grose@summitcountyutah.gov	7484 Stagecoach Drive Park City, UT84098	917-848-2502	2026	2	4/5/23	8/2/23
Vincent Novack Resigned 7/17/26	vnovack@summitcountyutah.gov	1980 Mahre Drive Park City, UT 84098	714-357-9364	2028	2	7/27/2022	8/13/25
Joe Frazier	jfraizer@summitcountyutah.gov	PO Box 4 Oakley, UT 84055	435-640-2388	2028	1	8/13/25	
Katie Lindsay	klindsay@summitcountyutah.gov	1562 Cutter Lane Park City, UT 84098	917-572-2105	2026	2	2/03/21	8/2/23
Sharon Serpico Hanson-Chair Resigned 7/15/26	shanson@summitcountyutah.gov	2549 Little Kate Rd. Park City, UT 84060	510-435-5944	2026	2	2/03/21	8/2/23
Katie Madsen	kmadsen@summitcountyutah.gov	PO Box 128 Coalville, Utah 84017	801-717-0665	Staff			

Last updated: 7/20/26

Rodeo Queen

2nd Att: Lainee Batt

1st Att: Peyton Bristol

Queen: Hadlee Warnick

Miss Summit County Volunteer

2nd Att: Aspen Fillmore

1st Att: Talor Staley

Queen: Eisley Kirkham

Miss Summit County Teen

2nd Att: Taylor Ferry

1st Att: Grace Leifson

Queen: Bella Weston



Memorandum:

Date: August 5, 2026

To: Council Members

From: Amy Jones

Re: Summit County Recreation Arts and Parks Advisory Committee-Cultural

Appoint six members to serve on the Summit County Recreation Arts and Parks Advisory Committee-Cultural. Five members' terms would expire June 30, 2029, and one new member would serve the unexpired term of Vincent Novack, which expires June 30, 2028.

Council interviewed the following applicants on August 5, 2026:

Frank Lynch

Sue Kapis

Polly Choque-Mendoza

Jenny Diersen

Kara Beal

Gail Rose *Reapplied

Pamela Graves-Longley

Emma Zevallos



MINUTES

SUMMIT COUNTY

County Council

RICHINS BUILDING AUDITORIUM, 1885 W. UTE BLVD

1885 W. UTE BLVD., PARK CITY, UTAH, 84060

WEDNESDAY, MAY 13, 2026

Meeting also conducted via Zoom.

DRAFT

1. **Closed Session (11:43 PM)**

Roger Armstrong made a motion to enter closed session to discuss litigation. (11:43 PM). Megan McKenna seconded, and all voted in favor, (4-0).

1) ***Litigation*** (11:43 PM)

Council members Hanson, Harte, Robinson, Armstrong, and McKenna, along with Manager Shayne Scott, Deputy Manager Janna Young, Civil Deputy Attorney Ryan Stack, Community Development Director Peter Barnes, Housing and Economic Development Director Jeff Jones, Lands and Natural Resources Director Jessica Kirby, Public Works Director John Angell and Executive Secretary Annette Singleton met in closed session to discuss litigation. (11:43 PM)

Roger Armstrong made a motion to leave closed session to discuss litigation and enter closed session to discuss property acquisition. (1:19 PM). Megan McKenna seconded, and all voted in favor, (5-0).

2) ***Property acquisition*** (1:19 PM)

Council members Hanson, Harte, Robinson, Armstrong, and McKenna, along with Manager Shayne Scott, Deputy Manager Janna Young, Deputy Civil Attorney Ryan Stack, Community Development Director Peter Barnes, AO Architecture Managing Partner Rob Budetti, Partner Ioanna Magiati, Project Director Bryan Tessner, Design Principal Anthony Sanchez, Designer Erik Ceja, Senior Director Steve Borup of Six Ridge Partners, and Executive Secretary Annette Singleton met in closed session to discuss property acquisition. (1:19 PM)

Tonja B Hanson made a motion to approve and enter open session. (2:25 PM). Megan McKenna seconded, and all voted in favor, (5-0).

2. **Work Session (2:34 PM)**

Roger Armstrong
Christopher Robinson
Tonja B Hanson
Canice Harte
Megan McKenna

Shayne Scott
Janna Young
Ryan Stack
Amir Caus
Carl Miller
Madlyn McDonough
Brandon Brady
Daniel Compton
Katie Madsen
Amy Jones
Peter Barnes
Melissa Mendez
Brian Craven

- 1) ***Pledge of Allegiance*** (2:34 PM)
- 2) ***Interviewed applicants for a vacancy on the Snyderville Basin Planning Commission*** (2:34 PM)

Attachment: Cover Page

Attachment: Interview Schedule SBPC.pdf

Debbie Steele interviewed for the Snyderville Basin Planning Commission. (2:35 PM)

Teague Cowley interviewed for the Snyderville Basin Planning Commission. (2:52 PM)

Philip Urofsky interviewed for the Snyderville Basin Planning Commission. (3:03 PM)

Bryan Edelman interviewed for the Snyderville Basin Planning Commission. (3:19 PM)

Recess (3:31 PM)

- 3) ***Continued discussion regarding a proposed Rezone and Master Planned Development for the Junction Commons, a 19-building mixed use redevelopment project at Junction Commons (formerly Outlets Park City), located at 6699 N Landmark Dr, Kimball Junction, Summit County, UT; Parcel FSE-1; Applicant: Elliott Workgroup representing SRE Ontario LLC. Project #24-087. Amir Caus and Carl Miller*** (3:35 PM)

Attachment: Cover Page

Attachment: Architect Supplemental Letter and Revised Plans.pdf

Attachment: Applicant Supplemental Letter.pdf

Attachment: Applicant Supplemental Traffic Memo Regarding Wider Kimball Junction Area.pdf

Attachment: Staff Memo for Traffic Impact Study.pdf

Planner Amir Caus and Partner Craig Elliot of Elliot Workgroup, Senior Vice President Adam Greenebaum of Singerman Real Estate of SRE Ontario LLC, and Attorney Justin Keyes of Jones, Waldo, Holbrook & McDonough presented the Rezone and Master Planned Development for Junction Commons, a 19-building mixed-use redevelopment project focusing on housing. (3:36 PM)

Council members commented and asked questions. Planner Caus, Partner Elliot, and Attorney Keyes responded. (3:49 PM)

Regional Transportation Planning Director Carl Miller explained that staff are not yet ready to present on traffic, as there are key discrepancies in the packet that need to be resolved. The staff will address these issues before presenting to Council. Planner Caus invited Council members to submit any questions they would like covered at the future meeting. (4:33 PM)

Council members commented and asked questions. Attorney Keyes and Planner Caus responded. (4:34 PM)

3. **Closed Session** (4:47 PM)

Roger Armstrong made a motion to enter closed session to discuss personal. (4:47 PM). Tonja B Hanson seconded, and all voted in favor, (5-0).

1) ***Personnel*** (4:47 PM)

Council members Hanson, Harte, Robinson, Armstrong, and McKenna, along with Manager Shayne Scott, Civil Deputy Attorney Ryan Stack and Executive Secretary Annette Singleton met in closed session to discuss personnel. (4:47 PM)

Roger Armstrong made a motion to leave closed session and enter open session. (5:05 PM). Roger Armstrong seconded, and all voted in favor, (5-0).

Attachment: Closed Affidavit 5-13-2026

Move to auditorium (2:34 PM)

4. **Consideration of Approval** (5:13 PM)

1) ***Discussion and appointment of member to serve on the Snyderville Basin Planning Commission*** (5:13 PM)

Attachment: Cover Page

Attachment: Appointment to SB Planning Commission.docx

Tonja B Hanson made a motion to appoint Teague Cowley to the Snyderville Basin Planning Commission. The term will expire February 28, 2028. (5:13 PM). Christopher Robinson seconded, and all voted in favor, (5-0).

2) ***Discussion and action regarding a request, by Arts Council of Park City & Summit County, for an extension of time to use RAP Tax Cultural grant funds awarded in 2025; Jocelyn Scudder and Jenny Diersen*** (5:13 PM)

Attachment: Cover Page

Attachment: RAP Grant Extension Request - Quilted Together Project_April 27, 2026.pdf

Arts Council of Park City & Summit County Executive Director Jocelyn Scudder and Library Director Daniel Compton requested an extension to use the RAP Tax Cultural grant funds awarded in 2025. (5:16 PM)

Council members commented and asked questions. Director Scudder and Director Compton responded. (5:19 PM)

Christopher Robinson made a motion to approve the deadline extension request for the quilted together public art project. Which extension will create

a new deadline of Sunday, May 31, 2026, as presented in the packet. (5:20 PM). Roger Armstrong seconded, and all voted in favor, (5-0).

3) ***Discussion and approval of the RAP Tax Cultural Committee's 2026 grant recommendations; Sharon Serpico Hanson*** (5:22 PM)

Attachment: Cover Page

Attachment: 2026 RAP Tax Cultural Recommendations.docx

RAP Cultural Committee Chair Sharon Serpico Hanson presented the 2026 RAP Tax Cultural Committee grant recommendations. (5:22 PM)

Council members commented and asked questions. RAP Cultural Committee Chair Serpico Hanson responded. (5:30 PM)

Council member Christopher Robinson left the meeting. (5:34 PM)

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

Shayne Scott
Janna Young
Ryan Stack
Amir Caus
Carl Miller
Madlyn McDonough
Brandon Brady
Daniel Compton
Katie Madsen
Amy Jones
Peter Barnes
Melissa Mendez
Brian Craven

Roger Armstrong made a motion to approve the RAP Tax Cultural Committee's 2026 grant recommendations as contained in the packet. (5:44 PM). Tonja B Hanson seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

4) ***Council and Manager comments*** (5:44 PM)

Attachment: Cover Page

Council member Megan McKenna congratulated Health Director Philip Boundurant on receiving the 2026 Outstanding Public Health Professional award and shared updates on her recent Council activities. (5:45 PM)

Council member Roger Armstrong, added to Council member McKenna's comment, requested the Public Information Officers issue a press release and promote the available commission openings. (5:48 PM)

Manager Shayne Scott updated the Council about upcoming activities at the County. (5:49 PM)

Council member Tonja Hanson announced that the North Summit Fire Department in Henefer will hold an open house. (5:50 PM)

Recess (5:50 PM)

5. **Public Input** (6:00 PM)

Council Chair Harte opened the meeting for public comment at 6:00 p.m.
No one appeared to comment at 6:00 p.m.
Council Chair Harte closed the meeting for public comment at 6:00 p.m.

6. **Joint meeting with the Snyderville Basin Planning Commission (6:01 PM)**

Memorandum

Attachment: Cover Page

Attachment: Memo-Joint Meeting wSBPC.pdf

Community Development Director Peter Barnes introduced the Snyderville Basin Planning Commissioners. The Commission joined the Council to discuss strategic housing policy and incentives, code clarity and process improvement, operational concerns, and planning visions. Summit County Council members provided comments, asked questions, and responded. (6:02 PM)

7. **Adjournment (7:47 PM)**

Roger Armstrong made a motion to adjourn. Tonja B Hanson seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Canice Harte, Chair

Malena Stevens, Clerk

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.



MINUTES

SUMMIT COUNTY

County Council

SUMMIT COUNTY COURTHOUSE

60 NORTH MAIN STREET, COALVILLE, UTAH, 84017

WEDNESDAY, JUNE 3, 2026

Meeting also conducted via Zoom.

Draft

1. Closed Session (3:05 PM)

Tonja B Hanson made a motion to enter closed session to discuss property acquisition (3:05 PM). Megan McKenna seconded, and all voted in favor, (5-0).

1) *Property acquisition* (3:05 PM)

Council members Hanson, Harte, Robinson, Armstrong, and McKenna, along with Manager Shayne Scott, Deputy Manager Janna Young, Chief Civil Deputy Attorney Dave Thomas, Community Development Director Peter Barnes and Executive Secretary Annette Singleton met in closed session to discuss property acquisition. (3:05 PM)

Tonja B Hanson made a motion to leave closed session to enter open session (3:47 PM). Megan McKenna seconded, and all voted in favor, (5-0).

Move to Council chambers (3:50 PM)

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

Shayne Scott
Dave Thomas
Tyler Orgill
Matt Leavitt
Scott Buchanan
Malena Stevens
Lynda Vita
Brian Craven

2. Work Session (3:50 PM)

1) *Pledge of Allegiance* (3:50 PM)

2) *Discussion regarding 2026 Summit County Fair events; Tyler Orgill* (3:51 PM)

Attachment: Cover Page

Attachment: 2026 Fair Council Presentation.pdf

Special Events Manager Tyler Orgill provided the Council with an overview of the 2026 Summit County Fair events. (3:50 PM)

Council commented and asked questions. Manager Orgill responded. (3:56 PM)

3. **Convene as the Governing Board of the Park City Fire Service District** (4:02 PM)

Tonja B Hanson made a motion to convene as the Governing Board of the Park City Fire Service District (4:02 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

1) ***Discussion and approval of amendments to Personnel Policies Section 7 and 12; Pete Emery and Devin Hirschi*** (4:02 PM)

Attachment: Cover Page

Attachment: PCFD Staff Report.pdf

Attachment: PCFD Policy Section 7 - Personnel Actions (R. 3-30-22) Draft (1).docx

Attachment: PCFD Policy Section 12 - Productive Work Environment (R. 05-12-21) Draft (1).docx

Chief Pete Emery and HR Director Devin Hirschi of Park City Fire District presented amendments to Personnel Policies Sections 7 and 12 to the Council. (4:02 PM)

Council commented and asked questions. HR Director Hirschi responded. (4:04 PM)

Tonja B Hanson made a motion to approve the Amendments to Personnel Policies Sections 7 and 12 as presented in the packet. (4:06 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Tonja B Hanson made a motion to dismiss as the governing board of Park City Fire District and reconvene as the County Council. (4:07 PM). Megan McKenna seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

4. **Consideration of Approval** (4:07 PM)

1) ***Discussion and possible approval of changes to the chart of positions; Matt Leavitt*** (4:07 PM)

Attachment: Cover Page

Attachment: Staff Report - 2026 mid-year Requests to Change Chart of Positions.docx

Finance Officer Matt Leavitt presented proposed changes to the chart of positions to the Council for approval. (4:07 PM)

Council commented and asked questions. Financial Officer Leavitt and Manager Shayne Scott responded. (4:11 PM)

Tonja B Hanson made a motion to approve the 2026 mid-year request to change the chart of positions to two full-time positions as presented in the packet. (4:22 PM). Megan McKenna seconded, and all voted in favor, (4-

0). Absent: Christopher Robinson.

Recess (4:23 PM)

Council Chair Harte left the meeting to attend by Zoom. (4:37 PM)

Council member Robinson joined the meeting. (4:38 PM)

Roger Armstrong
Tonja B Hanson
Christopher Robinson
Canice Harte
Megan McKenna

Shayne Scott
Dave Thomas
Tyler Orgill
Matt Leavitt
Scott Buchanan
Malena Stevens
Lynda Vita
Brian Craven

2) *Discussion and approval of Restaurant Tax Advisory Committee's 2026 grant recommendations; Alyssa Marsh and Beth Rossi* (4:39 PM)

Attachment: Cover Page

Attachment: 2026 Restaurant Tax Advisory Committee Recommendations.docx

Summit County Restaurant Tax Advisory Committee Chair Alyssa Marsh, Vice Chair Beth Rossi, and Administrative Assistant Amy Jones presented the committee's 2026 grant recommendations to the council. (4:39 PM)

Council commented and asked questions. Chair Marsh, Vice-Chair Rossi and Administrative Assistant Jones responded. (4:45 PM)

Megan McKenna made a motion to approve the Restaurant Tax Advisory Committee's 2026 grant recommendations as contained in the packet. (4:56 PM). Tonja B Hanson seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

3) *Approval of Council Minutes dated April 15, 2026, and April 22, 2026* (4:57 PM)

Attachment: Cover Page

Attachment: SCC Draft Minutes 4-15-26.pdf

Attachment: SCC Draft Minutes 4-22-26.pdf

Tonja B Hanson made a motion to approve the Minutes from April 15, 2026 (4:58 PM). Canice Harte seconded, and all voted in favor, (4-0). Absent: Christopher Robinson.

Megan McKenna made a motion to approve the Minutes from April 22, 2026 (4:58 PM). Canice Harte seconded, and all voted in favor, (3-0). Absent: Christopher Robinson. Abstain: Tonja B Hanson.

4) *Council and Manager comments* (4:59 PM)

Council member Megan McKenna provided updates about her activities on behalf of the Council last week. (4:59 PM)

Council member Tonja B Hanson provided updates about her activities on behalf of the Council last week. (5:03 PM)

Manager Scott provided an update on County activities planned for the upcoming week. (5:04 PM)

5. **Work Session, Continued** (5:05 PM)

- 1) ***Discussion regarding short-term rental enforcement data and discussion about potential additional regulations; Scott Buchanan, Malena Stevens, and Lynda Viti*** (5:05 PM)

Attachment: Cover Page

Attachment: STR_WorkingGroup_Council_Update_June2026.pdf

Code Enforcement Officer Scott Buchanan, County Clerk Malena Stevens, and Deputy County Attorney Lynda Viti presented to Council regarding short-term rental enforcement data and discussed potential additional regulations. (5:06 PM)

Council commented and asked questions. Officer Buchanan, Clerk Stevens, and Deputy Attorney Viti responded. (5:41 PM)

6. **Public Input** (6:05 PM)

Council Vice Chair Armstrong opened the meeting for public comment at 6:05 p.m.

Erin Ferguson was called to speak. (6:06 PM)

Scott Petler was called to speak. (6:11 PM)

Council Vice Chair Roger Armstrong asked a question and Chief Civil Deputy Attorney Dave Thomas responded. (6:13 PM)

7. **Adjournment** (6:16 PM)

Christopher Robinson made a motion to adjourn. Megan McKenna seconded, and all voted in favor, (4-0). Absent: Canice Harte.

Canice Harte, Chair

Malena Stevens, Clerk

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MINUTES

SUMMIT COUNTY

County Council

RICHINS BUILDING AUDITORIUM, 1885 W. UTE BLVD

1885 W. UTE BLVD., PARK CITY, UTAH, 84060

WEDNESDAY, JUNE 10, 2026

Meeting also conducted via Zoom.

Draft

1. **Closed Session (1:50 PM)**

Roger Armstrong made a motion to enter closed session to discuss property acquisition. (1:54 PM). Tonja B Hanson seconded, and all voted in favor, (5-0).

1) **Property acquisition (1:54 PM)**

Council members Hanson, Harte, Robinson, Armstrong, and McKenna, along with Manager Shayne Scott, Deputy Manager Janna Young, Chief Civil Deputy Attorney Dave Thomas, Lands and Natural Resources Director Jessica Kirby, Health Director Philip Bondurant, Behavioral Health Director Aaron Newman and Executive Secretary Annette Singleton met in closed session to discuss property acquisition. (1:54 PM)

Roger Armstrong made a motion to leave closed session to leave closed session to discuss property acquisition and enter closed session to discuss personnel. (3:23 PM). Megan McKenna seconded, and all voted in favor, (5-0).

2) **Personnel (3:23 PM)**

Council members Hanson, Harte, Robinson, Armstrong, and McKenna, along with Human Resources Director David Warnock, and Executive Secretary Annette Singleton met in closed session to discuss personnel. (3:23 PM)

Tonja B Hanson made a motion to leave closed session and enter open session. (4:30 PM). Megan McKenna seconded, and all voted in favor, (5-0).

Attachment: Closed Affidavit 6-10-26

Move to auditorium (4:33 PM)

Canice Harte
Roger Armstrong

Shayne Scott
Janna Young

Christopher Robinson
Tonja B Hanson
Megan McKenna

Dave Thomas
Chase Black
Katie Madsen
Ray Milliner
Jennifer Strader
Melissa Mendez
Brian Craven

2. **Work Session (4:33 PM)**

1) ***Pledge of Allegiance (4:33 PM)***

2) ***Presentation regarding Leadership Park City; Scott van Hartesvelt (4:33 PM)***

Attachment: Cover Page

Attachment: Leadership Park City Presentation.pdf

Leadership Park City's Director, Scott van Hartesvelt, presented an update on Leadership Park City. (4:34 PM)

Council commented and asked questions. Director Van Hartesvelt responded. (5:00 PM)

3. **Convene as the Governing Board of Mountain Regional Water Service District (5:06 PM)**

Christopher Robinson made a motion to convene As the Mountain Regional Water Special Service District (5:06 PM). Megan McKenna seconded, and all voted in favor, (5-0).

1) ***Discussion and adoption of Policy Revisions to District Administrative Policies and Water Rules and Regulations; Andy Garland (5:07 PM)***

Attachment: Cover Page

Attachment: Mountain Regional Water Council Memo and Redlines.pdf

Mountain Regional Water Special Service District General Manager Andy Garland presented proposed policy revisions to the District's Administrative Policies and Water Rules and Regulations to the Council. (5:07 PM)

Roger Armstrong made a motion to adopt the Policy Revisions to District Administrative Policies and Water Rules and Regulations as presented in the packet. (5:09 PM). Tonja B Hanson seconded, and all voted in favor, (5-0).

Attachment: FINAL MRW Rules Regulations ADOPTED 06_10_2026

Roger Armstrong made a motion to dismiss as the Governing Board of Mountain Regional Water Service District and reconvene as the Board of Equalization (5:09 PM). Megan McKenna seconded, and all voted in favor, (5-0).

4. **Convene as the Board of Equalization (5:09 PM)**

1) ***Discussion and adoption of the Summit County Board of Equalization Administrative Rules; Chase Black (5:09 PM)***

Attachment: Cover Page

Attachment: SC BOE Administrative Rules Staff Report 2026.06.10.pdf

Chief Deputy Auditor Chase Black presented the Summit County Board of Equalization (BOE) Administrative Rules to the Council. (5:09 PM)

Council commented and asked questions. Deputy Black responded. (5:12 PM)

Tonja B Hanson made a motion to adopt the Summit County Board of Equalization Administrative Rules as presented in the packet (5:19 PM). Christopher Robinson seconded, and all voted in favor, (5-0).

Attachment: Summit County BOE Admin Rules SIGNED 2026.06.10

Tonja B Hanson made a motion to dismiss as the Board of Equalization and reconvene as County Council (5:19 PM). Roger Armstrong seconded, and all voted in favor, (5-0).

5. **Consideration of Approval** (5:19 PM)

1) ***Discussion and ratification of the 2026 Property Tax Sale results; Chase Black*** (5:19 PM)

Attachment: Cover Page

Attachment: Tax Sale Staff Report 2026.06.10.pdf

Chief Deputy Auditor Chase Black reported the 2026 Property Tax Sale results to the Council. (5:19 PM)

Council commented and asked questions. Deputy Black responded. (5:22 PM)

Christopher Robinson made a motion to ratify the 2026 Property Tax Sale results as presented with the amendments that were also presented as to a few clerical changes. (5:23 PM). Roger Armstrong seconded, and all voted in favor, (5-0).

2) ***Discussion and approval of Emergency Services Sales Tax Grant Program Advisory Board's 2026 grant recommendations; Suzy Lee and Eric Bradshaw*** (5:23 PM)

Attachment: Cover Page

Attachment: 2026 ESST Grant Recommendation.docx

Emergency Services Sales Tax Grant Program Advisory Board Chair Suzy Lee, Vice Chair Eric Bradshaw, and Grants Coordinator Katie Madsen presented an overview of the program and the Board's 2026 grant recommendations. (5:24 PM)

Council Chair Canice Harte recused himself from the discussion. (5:25 PM)

County Council commented and asked questions. Chair Lee, Vice Chair Bradshaw, Manager Shayne Scott, Deputy Manager Janna Young, and Grants Coordinator Madsen responded. (5:28 PM)

Tonja B Hanson made a motion to approve Emergency Services Sales Tax Grant Program Advisory Board's 2026 grant recommendations as presented in the packet (5:34 PM). Christopher Robinson seconded, and all voted in favor, (4-0). Recuse: Canice Harte.

Council Chair Canice Harte rejoined the meeting. (5:35 PM)

3) ***Council and Manager comments*** (5:35 PM)

Council member Tonja B Hanson provided updates on her activities on behalf of the Council last week and asked whether it was possible to reconsider a RAP TAX application. Chief Civil Deputy Attorney Dave Thomas responded. (5:35 PM)

Council member Megan McKenna provided updates about her activities on behalf of the Council last week. (5:38 PM)

Manager Shayne Scott updated the Council about activities at the County. (5:42 PM)

Recess (5:45 PM)

6. **Public Input** (5:59 PM)

Council Chair Harte opened the meeting for public comment at 5:59 p.m.

Erin Ferguson was called to speak at 6:00 p.m.

Council Chair Harte closed the meeting for public comment at 6:05 p.m.

7. **Public Hearings** (6:06 PM)

- 1) ***Public Hearing, adoption of Ordinance No. 1013 Amending Section 10-3-17(B): Parcel Boundary Adjustments for Parcels Outside a Subdivision of the Snyderville Basin Development Code; Ray Milliner, Principal Planner*** (6:06 PM)

Attachment: Cover Page

Attachment: Staff Report and Ordinance No. 1013

Planner Ray Milliner presented Ordinance No. 1013 to amend parcel boundary adjustment rules outside subdivisions in the Snyderville Basin Development Code. (6:06 PM)

Council commented and asked questions. Planner Milliner responded. (6:07 PM)

Council Chair Harte opened the public hearing at 6:08 p.m.

No one appeared to comment at 6:08 p.m.

Council Chair Harte closed the public hearing at 6:08 p.m.

Megan McKenna made a motion to adopt Ordinance No. 1013 Amending Section 10-3-17(B): Parcel Boundary Adjustments for Parcels Outside a Subdivision of the Snyderville Basin Development Code (6:08 PM). Tonja B Hanson seconded, and all voted in favor, (5-0).

Attachment: Ordinance No. 1013 Parcel Boundary Adjustments For Parcels Outside A Subdivision of the Snyderville Basin Development Code-Executed

- 2) **Public hearing and approval of Ordinance No. 1014 for Amendments to the Snyderville Basin Development Code, Sections 10-3-5, 10-3-9, 10-3-15(A)(1) and (D)(2), 10-3-18(G)(1) (d)(1), 10-4-16(F)(2), 10-10-9-17(B)(4) 4-20(C)(4), 10-7-2(C)(3)-(4), 10-8-5(B)(1) and (2)(g), 10-8-13(C), 10-9-1, 10-9-2, 10-9-9(A), (B), and (C), 10-9-17(B)(4), 10-9-20(B), 10-9-21(A), 10-9-22(D)-(G), and Chapter 11. The proposed amendments align state code references, fix internal inconsistencies (numbering), capitalize defined terms, add definitions of words to match the Eastern Summit County Development Code, and make other non-substantive amendments; Jennifer Strader, Planner** (6:09 PM)

Attachment: Cover Page

Attachment: Staff Report SCC Basin 6.10.26 PH Code Amendments FINAL.pdf

Planner Jennifer Strader presented Ordinance No. 1014 for Amendments to the Snyderville Basin Development Code and Ordinance No. 1015 for Amendments to the Eastern Summit County Development. (6:09 PM)

Council Chair Harte opened the public hearing at 6:10 p.m.
No one appeared to comment at 6:10 p.m.
Council Chair Harte closed the public hearing at 6:10 p.m.

Council members commented and asked questions. Planner Strader responded. (6:10 PM)

Christopher Robinson made a motion to adopt Ordinance No. 1014 for Amendments to the Snyderville Basin Development Code, Sections 10-3-5, 10-3-9, 10-3-15(A)(1) and (D)(2), 10-3-18(G)(1) (d)(1), 10-4-16(F)(2), 10-10-9-17(B)(4) 4-20(C)(4), 10-7-2(C)(3)-(4), 10-8-5(B)(1) and (2)(g), 10-8-13(C), 10-9-1, 10-9-2, 10-9-9(A), (B), and (C), 10-9-17(B)(4), 10-9-20(B), 10-9-21(A), 10-9-22(D)-(G), and Chapter 11. The proposed amendments align state code references, fix internal inconsistencies (numbering), capitalize defined terms, add definitions of words to match the Eastern Summit County Development Code, and make other non-substantive amendments as presented (6:12 PM). Roger Armstrong seconded, and all voted in favor, (5-0).

Council Chair Harte noted a misreference to Ordinance No. 1014 and opened public input for Snyderville Basin.
Council Chair Harte opened the public hearing at 6:12 p.m.
No one appeared to comment at 6:12 p.m.

Attachment: Ordinance No. 1014 Amending the Snyderville Basin Development Code-Executed

- 3) ***Public Hearing and approval of Ordinance No. 1015 for Amendments to the Eastern Summit County Development Code, Sections 11-1-3, 11-4-2(A)(3), 11-4-5, Section 11-4-5(F) (1)(a) and (G)(2), 11-6-5(A)(1)(a-e), (2)(g), (B)(1), (2)(d), 11-6-16(F)(1)(d)(1), 11-6-19(C), 11-7-10(B), 11-7-14(B), 11-7-15, 11-7-16(B) and (E), Appendix A, and APPENDIX C (D). The proposed amendments align state code references, fix internal inconsistencies (numbering), capitalize defined terms, add definitions of words to match the Snyderville Basin Development Code, and make other nonsubstantive amendments; Jennifer Strader, Planner (6:13 PM)***

Attachment: Cover Page

Attachment: Staff Report SCC East 6.10.26 PH Code Amendments FINAL.pdf

Planner Jennifer Strader presented Ordinances No. 1014 and No. 1015 together earlier in the meeting. Council Chair Harte then opened the public hearing for Ordinance No. 1015, which concerns amendments to the Eastern Summit County Development Code. (6:13 PM)

Council Chair Harte opened the public hearing at 6:13 p.m.
No one appeared to comment at 6:13 p.m.
Council Chair Harte closed the public hearing at 6:13 p.m.

Christopher Robinson made a motion to approve Ordinance No. 1015 for Amendments to the Eastern Summit County Development Code, Sections 11-1-3, 11-4-2(A)(3), 11-4-5, Section 11-4-5(F) (1)(a) and (G)(2), 11-6-5(A)(1)(a-e), (2)(g), (B)(1), (2)(d), 11-6-16(F)(1)(d)(1), 11-6-19(C), 11-7-10(B), 11-7-14(B), 11-7-15, 11-7-16(B) and (E), Appendix A, and APPENDIX C (D). The proposed amendments align state code references, fix internal inconsistencies (numbering), capitalize defined terms, add definitions of words to match the Snyderville Basin Development Code, and make other nonsubstantive

amendments as shown in the packet. (6:13 PM). Roger Armstrong seconded, and all voted in favor, (5-0).

Attachment: Ordinance No. 1015 Amending the Eastern Summit County Development Code-Executed

8. Adjournment (6:16 PM)

Christopher Robinson made a motion to adjourn. 0 seconded.

Canice Harte, Chair

Malena Stevens, Clerk

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MINUTES

SUMMIT COUNTY

County Council

SUMMIT COUNTY COURTHOUSE

60 NORTH MAIN STREET, COALVILLE, UTAH, 84017

TUESDAY, JULY 7, 2026

Meeting also conducted via Zoom.

1. **Welcome/Attendance** (3:34 PM)

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

Shayne Scott
Malena Stevens
Melissa Mendez
Brian Craven

2. **Convene as the Board of Canvassers** (3:34 PM)

Roger Armstrong made a motion to convene as the Board of Canvassers (3:34 PM). Christopher Robinson seconded, and all voted in favor, (3-0). Absent: Canice Harte, Megan McKenna.

1) ***Certify the election results as true, accurate, and final, for the Primary Election Canvass; Malena Stevens*** (3:34 PM)

Clerk Malena Stevens presented the final results of the 2026 Primary Election for Certification. (3:34 PM)

Council members commented and asked questions. Clerk Stevens responded. (3:45 PM)

Christopher Robinson made a motion to approve and Certify the canvass of the Primary Election in Summit County held on the 23rd day of June* 2026, as presented in the packet. * The movant inadvertently misstated the month of July for June. The minutes state the month correctly (3:54 PM). Tonja B Hanson seconded, and all voted in favor, (3-0). Absent: Canice Harte, Megan McKenna.

Attachment: 2026 Primary Canvass Packet-Executed

3. **Adjournment** (3:54 PM)

Christopher Robinson made a motion to adjourn. 0 seconded.

Canice Harte, Chair

Malena Stevens, Clerk

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.



Staff Report

MEETING DATE: August 5, 2026

TO: Summit County Council

SUBJECT: Summit County Housing Authority Strategic Plan

STAFF/PRESENTERS: Maddy McDonough
mmcdonough@summitcountyutah.gov

BACKGROUND

On June 24, 2026, the Summit County Housing Authority (SCHA) presented its annual report and the drafted SCHA Strategic Plan to the Summit County Council. The Council provided feedback on the Strategic Plan and asked staff to return with a resolution for Council to approve the plan.

STRATEGIC PLAN

Based on the feedback received, the SCHA Strategic Plan has been updated in the following ways:

1. Strategy 1.11 changed to specifically refer to the impacts of short-term rentals. SCHA will work with the County STR subcommittee when appropriate.
Strategy 1.11: Explore programs to preserve long-term housing availability, and increase long term rental stock with specific research into the impacts of short-term rentals on housing availability and affordability.
2. Strategy 1.14 added to address the ongoing formulation of SCHA policies regarding project prioritization and support and address Council's question as to how SCHA will comment on existing projects.
Strategy 1.14: Develop and implement SCHA prioritization policies to support projects aimed at meeting the unique needs of the community, including serving the local workforce and providing generational housing solutions.

Recommended Action

Staff recommends that the Summit County Council review the Summit County Housing Authority Strategic plan and vote to approve it by resolution.

SUMMIT COUNTY COUNCIL RESOLUTION NO. 2026-____
A RESOLUTION ADOPTING THE STRATEGIC HOUSING PLAN FOR THE
SUMMIT COUNTY HOUSING AUTHORITY

WHEREAS, the Bylaws of the Summit County Housing Authority provides that the Summit County Council “shall review and approve a Strategic Plan for the Housing Authority, which plan shall be implemented by the Board of the Authority”; and

WHEREAS, on June 24, 2026, the Executive Director of the Housing Authority presented a draft Strategic Plan, which was discussed in open meetings with the Summit County Housing Authority Board and who provided a recommendation on the draft Strategic Housing Plan to the Summit County Council.

NOW, THEREFORE, the SUMMIT COUNTY COUNCIL resolves as follows:

1. The Summit County Council hereby approves the Strategic Plan as found in Exhibit A, which shall be implemented by the Summit County Housing Authority.
2. The Strategic Plan will be reviewed annually as a part of the Housing Authority’s annual report to the County Council.

APPROVED, ADOPTED, AND PASSED by the Summit County Council on the ____ day of August 2026

SUMMIT COUNTY COUNCIL

Council Chair

ATTEST:

APPROVED AS TO FORM:

County Clerk

Chief Deputy County Attorney

EXHIBIT A



Summit County Housing Authority

Strategic Plan

Updated July 2026

*Driving sustainable, innovative, and equitable housing solutions for the
Summit County community.*

Executive Summary

The Summit County Housing Authority was established in December 2024 by Resolution 2024-30, a resolution “recognizing that the need for affordable housing exists across Summit County.” The first meeting of the Board of Commissioners was in June 2025. The Authority consists of seven members, two County Councilors and five members at large who are appointed by the County Council.

In March 2025, the Summit County Council set a goal to facilitate the creation of 1,500 new affordable housing units over the course of 10 years (2026 – 2035), excluding the units to be constructed on parcels of land colloquially known as “Altus” (PCTC 401-AM, PCTC 402-AM, PCTC 403-AM, PCTC 404-AM, PCTC 5B-AM) and “Cline Dahle” (SS-57-1-B-X). This goal was set in response to a housing needs assessment presented by County staff and with the assistance of a third-party facilitator. This goal does not fulfill current nor projected housing needs but rather functions as a starting point for addressing the housing crisis in Summit County. The Summit County Housing Authority is charged with implementing a plan to achieve this goal along with other goals identified by the Authority.

In 2023, during the County-wide visioning process, “Our Summit,” community members in the Snyderville Basin and Eastern Summit County voted on improvements that could be made to their communities: “Housing options (such as low-income, affordable, senior living)” appeared in the top three for both sides of the County. In the 2024 Community Health Assessment, a survey of over 1,700 residents, affordable housing was the top ranked area in need for improvement.

The Summit County Housing Authority Strategic Plan addresses the critical shortage of affordable housing in the area which is driven by high demand, limited supply, and rising property values. The plan focuses on five main goals:

1. Increase the supply of affordable housing by 1,500 units by 2036, with a focus on housing diversity, in order to increase equity, reduce cost-burdened households, promote a locally housed workforce, and accommodate greater housing choice.
2. Leverage public-private land partnerships to develop dense, affordable housing. Reduce sprawl and improve infrastructure efficiency by prioritizing projects that drive community resilience, sustainability, and targeted growth.
3. Secure three funding streams or public-private partnerships and collaborate with local nonprofits on two shared initiatives by June 2030.
4. Reduce barriers to entry to affordable housing by improving access to information, opportunities, and services.
5. Foster community support by launching a public awareness campaign aiming for a 20% increase in stakeholder engagement by June 2027.

The plan targets housing for a range of incomes from 30% to 120% of the *Area Median Income* (AMI), with a particular focus on AMIs between 40 and 80%. The plan encourages a mix of housing types and for development to be spread across the County. The plan further delineates unit targets by AMI, identifies target demographics, and identifies locations that may be appropriate for affordable housing.

The Summit County Housing Authority aims to implement programs in alignment with the statewide Utah Housing Strategic Plan, made available to the public in October 2025.

Terms in italics are defined in the Glossary in Appendix B.

Situational Analysis

Summit County, like many mountain resort communities, faces a severe shortfall of *affordable* and *attainable* housing. The high cost of living makes it incredibly difficult for locals, including essential workers, young professionals, long-term residents, and retirees, to find and maintain housing. A reduced availability of housing units, caused by an increasing numbers of vacation rentals and second homes, contributes to the problem. Summit County's high AMI means that rental units meeting the federal definition of affordable (up to 80% AMI) are often above *market rate* value. A broader variety of housing types and affordability levels are needed to support the breadth of our community.

County Context and Data

During the 2025 Utah General Legislative Session, the Legislature passed HB379 which identifies the Utah Population Committee, which is chaired by the Kem C. Gardner Institute, as the standard source for most cases. These population projections are often used to project future housing demand. Summit County Economic Development and Housing additionally utilizes Lightcast and other tools to project future demand at a more granular level.

- Significant Housing Deficit: Summit County staff estimates that by the end of 2036, 3,745 new housing units will be needed (Lightcast, ACS). There is an existing deficit of 1,621 deed restricted affordable units (Summit County Economic Development and Housing). Additionally, there is a housing mismatch which leads to cost-burdened households.
 - o In Summit County, 10% of homeowners and 1 in six renters pay more than 50% of their income for housing, which is considered *severely rent-burdened*.
- Workforce Housing Gap: Approximately 63% of the workforce commutes to work from outside Summit County (US Census Bureau: OnTheMap). This leads to long commutes, traffic congestion, and a disconnect between the workforce and the community.

- In Summit County, a majority of the workforce is making between 40 and 70% of the AMI (HUD, Lightcast Developer). This reflects an individual earner as opposed to household income.
- While Summit County's population is projected to increase by 1% by 2036, employment is projected to increase by 19% (Lightcast).
- High Proportion of Second Homes: A large percentage of Summit County's housing stock is comprised of second homes or short-term rentals which constrains availability for primary residents.
- Rising Construction Costs: Limited labor and a short building season contribute to high construction costs on the Wasatch back.
- Geographic Constraints: The steeper terrain and significant wetland areas limit the amount of easily developable land in certain areas of the County.
- Open Space Preservation: Preservation of open space has preempted many close-in properties which could be easily provided with utilities and would otherwise be appropriate for a continuum of housing types, from resort to affordable, proximate to public transportation and with good access to retail and public services.
- Regulatory Constraints: The County development codes restrict development patterns proven to facilitate more affordable housing through limiting density and heights.
- Community Sentiment: Though there is general recognition of the need for affordable housing, vocal *NIMBYs* and *BANANAs* tend to oppose projects that supply housing.

Summit County Progress on Affordable Housing

Despite these challenges, Summit County has made efforts to address affordable housing needs. Local nonprofit organizations, including Mountainlands Community Housing Trust and Habitat for Humanity of Summit and Wasatch Counties, are actively working to develop affordable housing solutions. Recently completed additions to workforce housing within the Canyons has been successful in reducing traffic impacts by housing workers in close proximity to their jobs.

16.9% of the estimated 10,618 occupied housing units in the County's unincorporated area are deed restricted in some capacity.

The County is actively working with developers on the Altus and Cline Dahle projects, both of which are slated to contain affordable housing units in proximity to transit and other needed services.

State Context

In the Utah Housing Strategic Plan, the issues related to affordable housing statewide were made abundantly clear.

Barriers to homeownership and affordable housing are the single greatest threat to Utah's prosperity. A lack of affordable housing holds back our workforce, weakens our economy, and keeps Utahns from achieving the American dream.

- Governor Spencer J. Cox

Utah has a homeownership rate of 70.3%, but there is a generation entering the workforce that has little hope of achieving homeownership (US Census Bureau). Only 9% of non-homeowners in Utah can afford the median-priced home and only about 20% can afford to buy a home that would be considered affordable under state and federal guidelines (Kem C. Gardner Policy Institute (GPI)). Additionally, over 45% of renters in Utah are considered *rent burdened*, with nearly 20% of those spending more than 50% of their income on rent (GPI).

The plan estimates that the state, as a whole, has 35,000 fewer homes than needed to meet demand today, and a projected need for 247,000 additional homes to meet demand over the next 10 years (GPI). Current market pace is expected to produce 220,000 homes over than same time period. In addition to the need for housing in general, Utah has a significant undersupply of housing affordable to lower income households, identified as those making less than 80% of the *Area Median Income* (AMI).

The Utah Housing Strategic Plan recognizes the need for a multifaceted approach to addressing Utah's housing crisis. It also underscores the essential role of *subsidized* and *deeply affordable* housing.

Utah State Vision, Commitment, and Administration Priorities

The state's vision is to ensure that every resident in Utah has access to safe, affordable, and stable housing options that provide access to opportunities and a high quality of life.

The state commits to addressing the housing crisis through the development of a comprehensive, long-term strategy that engages legislators, the state's executive branch, private industry, local governments, advocacy organizations, and philanthropic partners.

Gov. Cox has outlined an ambitious goal, facilitating the market delivery of at least 150,000 new housing units, including 35,000 new *starter homes* and 40,000 new homes in identified regional centers, such as those depicted in Wasatch Choice Vision, by the end of his second term (December 2028).

Summit County Housing Authority Mission, Vision, and Values

Mission

The Summit County Housing Authority creates, preserves, and advocates for long-term, desirable, and affordable and attainable housing to support a sustainable community and prosperous economy.

Vision

To create a Summit County where all community members have access to safe, quality, and affordable housing.

Values

- **Equity:** Provide equal opportunity of access to housing for community members at various income levels. Provide consistent and predictable enforcement of housing regulations.
- **Innovation:** Foster creative solutions to solve problems and increase cooperation in the community. Be open to new and more effective ways of doing business.
- **Collaboration:** Commit to being a strong community partner in collaborating with other agencies and entities to enhance the vitality and viability of our community.
- **Efficiency and Effectiveness:** Implement state-of-the-art systems, processes, and policies that will increase customer and staff efficiency.
- **Transparency:** Communicate frequently and accurately to increase public and decision-maker awareness and understanding of the Housing Authority programs, requirements, decisions, and results.
- **Quality Service:** Provide respectful, friendly, timely, consistent, and proactive service to community members.
- **Public Trust:** Do what is ethical and in the public's interest. Protect the housing program's integrity and accountability.

Goals and Strategies

Goal 1: Increase the supply of deed restricted affordable housing by 1,500 units by 2036, with a focus on housing diversity, in order to increase equity, reduce cost-burdened households, promote a locally housed workforce, and accommodate greater housing choice.

Strategy 1.1: Support new construction projects by actively partnering with private developers and nonprofits to build new affordable and mixed-income housing projects throughout the County, particularly near employment centers and transit corridors.

Strategy 1.2: Support new construction projects by exploring and promoting innovative construction methods like modular and factory-built housing to reduce cost and timeline.

Strategy 1.3: Promote a mix of housing types, including apartments, condominiums, townhomes, accessory dwelling units, and smaller single-family homes by crafting and advocating for development code changes that allow for more by right uses and higher densities.

Strategy 1.4: Promote the creation of affordable rental units by incentivizing the construction of accessory dwelling units through preapproved ADU plans and cost reimbursements.

Strategy 1.5: Facilitate the conversion and preservation of affordable units by acquiring, rehabilitating, and deed restricting units in targeted areas.

Strategy 1.6: Develop a program to “buy down” units to make them affordable to AMIs between 40 and 50%.

Strategy 1.7: Encourage employer assisted housing by partnering with major employers to develop housing solutions for their employees, potentially through master leasing, development partnerships, and/or buyer assistance programs.

Strategy 1.8: By December 2027, develop and pilot a buyer assistance program for households earning 80% or less of the AMI.

Strategy 1.9: By June 2026, develop and pilot an assistance program aimed providing rental support for those working in the community and making 60% AMI or less.

Strategy 1.10: By November 2026, conduct a survey of households containing at least one individual working full time in Summit County to gather data regarding gross household income.

Strategy 1.11: Explore programs to preserve long-term housing availability, and increase long term rental stock with specific research into the impacts of short-term rentals on housing availability and affordability.

Strategy 1.12: Based on the results of community engagement, develop a policy to promote appropriate options for affordable senior housing in targeted locations across Summit County.

Strategy 1.13: Collaborate with County departments and non-profits to define the Housing Authority's role in addressing homeless prevention, transitional housing, permanent supportive housing, and deeply affordable housing.

Strategy 1.14: Develop and implement SCHAs prioritization policies to support projects aimed at meeting the unique needs of the community, including serving the local workforce and providing generational housing solutions.

Goal 2: Leverage public-private land partnerships to develop dense, affordable housing. Reduce sprawl and improve infrastructure efficiency by prioritizing projects that drive community resilience, sustainability, and targeted growth.

Strategy 2.1: By February 2026, conduct a review of all county-owned and other publicly owned parcels in order to identify those sites most suitable for affordable housing development.

Strategy 2.2: Prioritize affordable housing development along existing and planned transit corridors to reduce transportation costs for residents and decrease reliance on cars. Utilize higher density, diversity of housing types, and design considerations to minimize vehicle miles traveled when evaluating development proposals.

Strategy 2.3: Collaborate with Summit County departments, including Community Development and Economic Development and Housing, to develop code amendments that support and incentivize the creation of affordable housing options, including an Affordable Housing Overlay Zone.

Strategy 2.4: Explore the possibility of creating a Community Land Trust to allow housing structures to be sold independently from the land underneath thus increasing affordability.

Goal 3: Secure three funding streams or public-private partnerships and collaborate with local nonprofits on two shared initiatives by June 2030.

Strategy 3.1: Request a consistent local funding source from the Summit County Budget Committee and, ultimately, the County Council.

Strategy 3.2: Explore corporate structures to maximize revenue and funding sources (nonprofit, for profit, etc).

Strategy 3.3: Actively seek private donations and philanthropic contributions to the fund, if possible.

Strategy 3.4: Pursue state and federal funding opportunities when they arise and provide technical assistance to developers and non-profits applying for these grants.

3.4.1: Collaborate with the Continuum of Care to align funding sources, gather data regarding households seeking assistance, and create a pipeline from the Housing Authority to other resources.

Strategy 3.5: Attract private capital and impact investors by structuring public private partnerships that offer reasonable return while ensuring long-term affordability.

Strategy 3.6: Actively explore and advocate for taxing structures that can support affordable housing.

Goal 4: Reduce barriers to entry to affordable housing by improving access to information, opportunities, and services.

Strategy 4.1: By July 2026, develop a housing dashboard to provide relevant, updated information often sought out by the community.

Strategy 4.2: Streamline County housing regulatory processes by launching a centralized digital information portal by January 2027.

Strategy 4.3: Educate the community about the purpose and mission of the Housing Authority and direct all affordable housing questions to the Housing Authority first. Maintain a user-friendly and informative website.

Strategy 4.4: Continually assess the effectiveness of existing housing programs and policies and adjust based on market conditions, community feedback, and annual policy review.

Strategy 4.5: Research the cost/benefit of conducting sales, rentals, and monitoring of affordable units in-house as opposed to contracting the work out.

Strategy 4.6: Provide continuous education for the Housing Authority Board of Commissioners in order to increase understanding and effectiveness.

Strategy 4.7: Provide feedback and high level policy recommendations in response to drafted development code amendments that support the creation of affordable housing.

Goal 5: Foster community support by launching a public awareness campaign aiming for a 20% increase in stakeholder engagement by June 2027.

Strategy 5.1: Create and annually update a SCHA communications plan.

Strategy 5.2: Design and implement an education and marketing campaign, including a quarterly speaker series, to address misconceptions about affordable housing by demonstrating the economic and community benefits of well-designed and located affordable housing.

Strategy 5.3: By December 2026, curate collection of testimonials or success stories highlighting the positive impact of affordable housing on community members and the community as a whole.

Strategy 5.4: Enhance collaboration between Summit County and incorporated cities (Park City, Henefer, Coalville, Oakley, Kamas, Francis), housing organizations, non-profit developers, private developers, and community organizations by creating a centralized information system and, when appropriate, forming collaborative agreements.

Strategy 5.5: Leverage the local Chambers of Commerce to advocate for improved zoning, expedited permitting, staff housing near workplaces, and reduced regulatory barriers.

Strategy 5.6: Design and distribute a “best practices” and policy guide for engaging in local government processes as a community member.

Strategy 5.7: Incorporate community feedback into the design and location of new affordable housing developments to ensure that these projects integrate into existing communities.

Target Areas

The Summit County Housing Authority seeks to target areas with access to transportation and/or areas that are in proximity to employment hubs in order to facilitate connected communities.

When acquiring affordable housing, and/or converting market rate housing to affordable, SCHA will target the following areas in the Snyderville Basin: Bear Hollow Village, Cline Dahle, Altus, Silver Creek, and Junction Commons, if approved.

In Eastern Summit County, cooperative partnerships will be sought between the County and the cities of Coalville, Henefer, Kamas, and Oakley thereby helping to provide affordable units in these areas and take advantage of existing infrastructure.

When developing affordable housing independently and in coordination with Summit County and other partners, SCHA will target the following County-owned parcels that have been analyzed and scored using the [Summit County Land Prioritization App](#) based on the site's proximity to employment hubs, transit, schools, and essential services:

- FJGILL-1-2AM-X
- FJGILL-6-2AM-X
- BOSWELL-2-X-AM (located within Coalville City)

Other parcels under consideration are those owned by partner organizations, including the three school districts in Summit County.

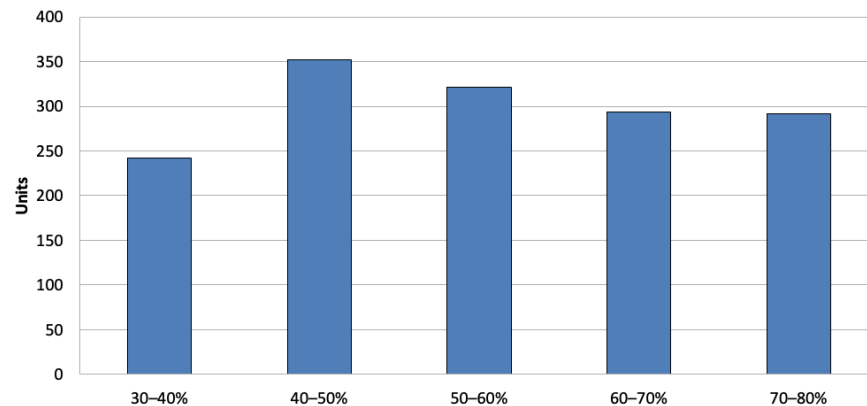
In Eastern Summit County, priority shall be given to infill projects and clustered rural housing solutions in the existing historic settlements of Echo, Upton, Hoytsville, Wanship, Peoa, Marion, and Woodland.

Of the 1,500-unit goal, it is estimated that approximately 1,050 units would be in Snyderville Basin and 450 units in Eastern Summit County based on employment proximity and existing infrastructure.

Target Units and AMIs

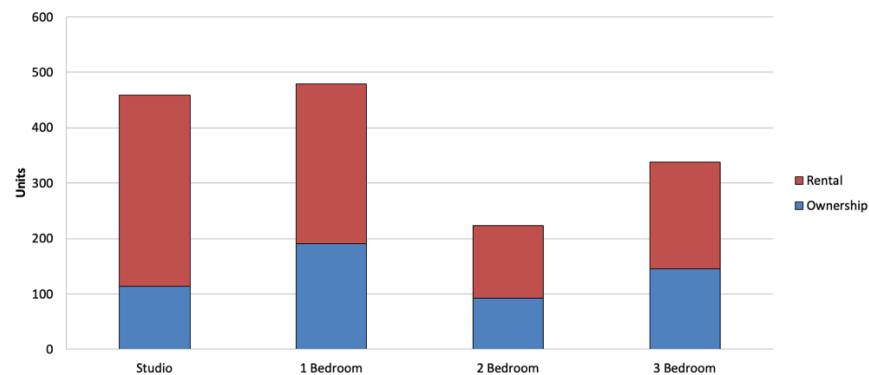
Based on household size, employment and population projections, and income distribution, Summit County staff estimates the following breakdown of need for the goal of 1,500 deed restricted affordable units.

Figure 1. 1,500 Deed Restricted Affordable Units: Projected Need by AMI



Sources: Lightcast Developer, American Community Survey, HUD

Figure 2: 1,500 Deed Restricted Affordable Units: Projected Need by Bedroom Size; Divided into Ownership and Rental Product Types



Sources: Lightcast Developer, American Community Survey, HUD

Based on Chapter 5 of the Snyderville Basin Development Code, the following are assumed household sizes based on number of bedrooms:

Unit Type	Assumed Household Size
Studio	1 person
1-bedroom	2 people
2-bedroom	3 people
3+ bedroom	4 people

The following represents the typical earnings by employment type in 2025 as a means of illustrating the needs of essential workers. The AMIs listed reflect a **single occupancy household**. Upon completion of the survey noted in Strategy 1.10, *gross household incomes* can be referenced more accurately as well.

≤ 30% AMI, \$35,400

- Personal care and service workers
- Food preparation
- Host and hostess, coffee shop
- Hairdressers, hairstylists
- Base wage Firefighter/EMT (NS Fire)

≤ 40% AMI, \$47,200

- Stocker and order fulfillment
- Office clerks
- Cement mason and concrete finisher
- Carpet installer
- Phlebotomist

≤ 50% AMI, \$59,000

- Industrial machinery mechanics
- Property appraisers
- Automotive body and related repairs
- Bookkeeping, Accounting, Auditing clerks
- Base wage for firefighter/EMT (PC Fire and South Summit Fire)
- Beginning Teacher (NS)
- Public Works Inspector I

≤ 60% AMI, \$70,800

- Telecommunications equipment install and repair
- Athletic trainer
- Surgical technologist
- Chef
- Water and wastewater treatment plant operators
- Firefighter/paramedic (PC Fire and South Summit Fire)
- Beginning Teacher (SS, PC)
- Librarian
- Deputy

≤ 80% AMI, \$94,400

- First-line supervisors
- Registered nurses
- Speech-language pathologist

≤ 100% AMI, \$118,000

- Electrical engineer
- Computer systems analyst
- Data scientist
- First-line supervisors of police and detectives
- Mechanical engineer
- Max Teacher salary (SS, NS, PC 2024)

≤ 120% AMI, \$141,600

- Physician assistant
- Computer hardware engineer
- Education administrator
- Software developer

Implementation and Timeline

See Appendix A for details.

Staff analysis suggests that market absorption would be best with between 80 and 150 new affordable units each year.

Phase 1: June 2025 – June 2028

- Establish a dedicated Housing Authority with initial seed funding.
- Launch public awareness campaign.
- Develop pilot programs for incentivized ADUs, rental vouchers, and a buyer assistance program.
- Commission and finalize pre-approved ADU plans.
- Complete inventory of public land.
 - o Identify and prioritize sites for affordable housing based on pre-determined factors (distance to schools, healthcare, parks, access to infrastructure, etc).
- Target: 150 – 200 units initiated/completed

Phase 2: June 2028 – June 2031

- Solidify ongoing funding sources including state and federal level grants and private investment.
- Expand pilot programs for incentivized ADUs, vouchers, buyer assistance, depending on program success and community feedback.
- Pilot program to incentivize the conversion of market rate to affordable units.
- Target: 600 – 700 units initiated/completed

Phase 3: June 2031 – June 2035

- Continue to leverage funding and partnerships.
- Focus on larger-scale mixed-income and, potentially, Transit Oriented Development projects.
- Refine programs based on evaluation and community need.
- Ensure long-term stewardship and affordability of developed units.
- Target: 600 – 700 units initiated/completed

Monitoring and Evaluation

The Housing Authority will practice continuous progress monitoring and provide a formal update to the Board four times a year. The Summit County Council will be provided with an annual update. All reports will be publicly available on the Housing Authority website.

The following indicators specific to the SCHA will be tracked.

SCHA Specific Measures:

- A count of units created that can be attributed to Council's 1,500 units
 - o The count excludes units at Cline Dahle and Altus
 - o The count includes units entitled after March 12, 2025 (the date of the Council goal)
 - o The count includes any units that were market rate but have since been deed restricted affordable (post March 12, 2025)
 - o Units will be tracked based on recorded housing restrictions and deed restrictions
 - o Units will be identified by type, number of bedrooms, AMI restriction, and ownership versus rental
- Units/beds with a special classification will be identified (PSH, transitional, assisted living, nursing home, seasonal)
- A count of the number of households assisted through each program type (voucher, buyer assistance, ADU incentives, etc)
- Changes in the percentage/numbers of workforce living and working in the County
- Changes in the percentage/numbers of County residents working outside the County
- Number of participants in online surveys
- Number of engagements on social media posts
- Number of attendees at quarterly speaker series events
- Gross household income of households in which at least one member is a full-time employee (30+ hours) in Summit County

The following key performance indicators will be tracked in accordance with the Utah Housing Strategic Plan:

Affordable Housing Metrics (by unit type and size)

- Number of deed restricted rental units affordable to Summit County community members at or below 60% of AMI
- Number of deeply affordable units created for 30-60% AMI
- Number of new starter homes delivered to market, starting January 2024

Housing Metrics

- Percentage of Summit County renters that are housing cost-burdened

- Percentage of Summit County homeowners that are housing cost-burdened
- Percentage of households that can afford the median-priced home
- Share of homes (new and existing) affordable to each AMI group

General Housing Supply

- Total number of new housing units currently entitled, but limited by infrastructure deficiencies
- Total number of new housing units permitted
- Total number of certificates of occupancy issued annually
- Amount of time from a completed development application to the issuance of a building permit by project type
- Acreage of identified non-productive public land, excluding State Trust Lands and federally owned lands

Housing Location and Connectivity

- Number of housing units within areas designated as city or town centers identified in regional visions, such as Wasatch Choice, or in Station Area Plans (SAPs) or Housing Transit Reinvestment Zones (HTRZs)
- The proportionate share of different housing types (housing mix) available in any given municipality or area



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STAFF REPORT

TO: Summit County Council

FROM: Malena Stevens, Summit County Clerk, Scott Buchanan, Summit County Code Enforcement Officer, and Lynda Viti, Deputy Summit County Attorney

DATE: August 5, 2026

RE: Business License Code Changes

Summary Recommendation

Staff recommends that the Council review the proposed amendments to Summit County Code Title 3, Chapter 1, Business License Provisions, schedule a public hearing, and adopt the ordinance as presented or with modifications as directed by the Council.

The proposed ordinance represents the first phase of a comprehensive review of the County's Business License Code. This phase focuses on administrative updates that:

- Clarify existing requirements;
- Update terminology;
- Align the ordinance with current Utah law and the County's organizational structure; and
- Improve consistency in administration.

Although the ordinance includes numerous technical revisions—including updated definitions, revised cross-references, grammatical corrections, and organizational improvements—the substantive amendments are intended to clarify existing administrative processes rather than establish new regulatory programs.

This first phase is intended to provide a clearer and more consistent administrative framework for applicants, businesses, County staff, and the public.

Staff anticipates returning to the Council with a second phase of amendments addressing broader policy considerations identified during the review process, including renewal procedures, fee administration, and other operational issues. Amendments related to the



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County's Short-Term Rental licensing program are not included in this ordinance and will be presented separately at the Council's direction.

Background

Summit County Code Title 3, Chapter 1, Business License Provisions, was last comprehensively updated in 2013. Since that time, amendments have primarily addressed specific business license categories, including Nightly Rental and Condotel Management Licenses, while much of the chapter has remained substantially unchanged.

As part of the County Clerk's ongoing review of administrative procedures, staff conducted a comprehensive evaluation of the Business License Code to determine whether it accurately reflects the County's current organizational structure, administrative practices, and applicable Utah law.

The review included:

- Definitions;
- Licensing requirements;
- Application procedures;
- Departmental review responsibilities;
- Renewal provisions;
- Fee administration; and
- Compliance and enforcement processes.

Through that review, staff identified opportunities to improve the organization, readability, and consistency of the chapter. Several provisions rely on outdated terminology, undefined terms, obsolete internal references, or language that no longer reflects the County's current administrative practices.

The proposed amendments address those issues by:

- Clarifying existing requirements;
- Updating terminology;
- Improving internal organization; and
- Aligning the chapter with current Utah law where appropriate.

Rather than changing the overall purpose of the Business License Code, these revisions are intended to make the ordinance easier for businesses to understand and more consistent for County staff to administer.



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Because the review identified both administrative updates and broader policy questions, staff recommends implementing the revisions in multiple phases. This first phase—which is outlined in this staff report—focuses on administrative amendments that can be implemented without significant operational changes. Staff anticipates returning to the Council with additional recommendations regarding renewal procedures, fee administration, and other policy considerations as the broader code review continues.

Overview

The proposed ordinance contains revisions throughout Title 3, Chapter 1. While many of the amendments are technical in nature—including grammatical corrections, updated terminology, revised cross-references, and organizational improvements—the ordinance also includes several substantive administrative revisions that clarify existing requirements and better reflect how the County currently administers its business licensing program.

The sections below summarize the principal revisions contained within the ordinance, and the redlined ordinance is also included in the packet for reference and discussion.

Business License Applicability and Exemptions

Principal revisions include:

- Clarifying when a Summit County business license is required.
- Clarifying exemptions for businesses licensed by another Utah jurisdiction.
- Establishing an administrative process for reviewing exemption requests.
- Clarifying the treatment of nonprofit organizations.
- Distinguishing fee exemptions from other regulatory requirements.

Section 3-1-3 clarifies when a business operating within Summit County must obtain a County business license and reorganizes several existing exemption provisions.

One area of clarification involves businesses licensed by another political subdivision within Utah. The current ordinance generally requires any person conducting business within Summit County to obtain a County business license, regardless of whether the business maintains a physical location within the County. During the code review, staff found that this provision has created uncertainty for businesses that perform work within the County on a limited or project-specific basis while maintaining their principal place of business elsewhere.

Section 3-1-3E clarify that businesses licensed by another Utah jurisdiction, which do not maintain a **Place of Business** within Summit County and provide services only on a project-by-project basis, may qualify for an exemption from obtaining a Summit County business license.



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This recognizes that many contractors, service providers, and similar businesses already satisfy substantially similar licensing requirements elsewhere in Utah while preserving the County's ability to regulate businesses that establish an ongoing presence within the unincorporated County.

Section 3-1-3A continues the County's longstanding practice of exempting qualifying nonprofit organizations from business license fees while recognizing that nonprofits remain subject to the same application review process and any applicable permitting, inspection, or regulatory requirements. These revisions clarify that a fee exemption does not exempt a business from other legal obligations associated with its activities.

Taken together, these amendments establish a more consistent framework for determining when a business license is required, when an exemption may apply, and how exemption requests are evaluated. Rather than creating new regulatory exemptions, the revisions clarify existing requirements and support more consistent administration by County staff.

Business License Administration

While many of the revisions reflect the County's current administrative practices, the proposed amendments more clearly define the responsibilities of applicants, reviewing departments, and the County Clerk throughout the licensing process.

Principal revisions include:

- Clarifying that a business license is separate from other required permits or approvals.
- Updating the application process to reflect electronic applications.
- Clarifying departmental review responsibilities.
- Establishing a more consistent framework for inspections and license issuance.
- Establishing a consistent framework for required inspections.
- Consolidating denial standards into a single section.
- Clarifying license issuance procedures.
- Reorganizing provisions governing administration after a license is issued.

Section 3-1-5 clarifies that a business license is separate from any permits, approvals, or authorizations required under other provisions of County ordinance or state or federal law. Businesses may be required to obtain multiple approvals before commencing operations, and issuance of one approval does not eliminate the need to obtain any other approval required by law. Likewise, receipt of another County approval does not authorize operation of a business if a business license is otherwise required (i.e. Obtaining a building permit or conditional use permit).



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Section 3-1-9B also modernize the application process by recognizing the County's use of electronic application forms and clarifying that applications must contain sufficient information to allow staff to evaluate compliance before formal review begins. Establishing expectations for complete applications at the outset helps reduce delays and provides applicants with a clearer understanding of the information necessary to evaluate their request.

Once a complete application has been received, 3-1-5D more clearly defines the role of reviewing departments. Each department is responsible for evaluating compliance only with the requirements it administers before a business license is issued. The revisions also clarify that review by one department does not replace approvals that may be required from another department or outside agency.

As part of the departmental review, Section 3-1-5E establishes a more consistent framework for inspections by requiring that all inspections applicable to the proposed business be completed before a license is issued. Rather than listing individual inspection requirements throughout the chapter, the ordinance establishes a general administrative requirement that recognizes inspection needs vary depending on the nature of the business while providing a consistent process for administration. This approach also allows operational responsibilities to evolve without requiring frequent amendments to the ordinance.

Finally, 3-1-5G reorganizes several provisions governing the administration of business licenses after issuance. These include requirements related to displaying business licenses, changes in ownership, transfers when permitted by ordinance, and the continuing obligation to comply with applicable County regulations. Together, these revisions provide a more complete description of the business license lifecycle and clarify the ongoing responsibilities of license holders.

Compliance and Enforcement

Section 3-1-8 also reorganizes the provisions governing suspension and revocation of business licenses. Although the County's authority to suspend or revoke a license is not materially changed, the revised language more clearly identifies the circumstances under which those actions may occur and the procedural protections available before a final administrative decision is made. Presenting these provisions together provides businesses with a more complete understanding of the enforcement process while supporting consistent administration by County staff.

Business License Fees and Renewals

Section 3-1-6 makes limited administrative updates to the fee and renewal provisions while preserving the County's existing fee structure. The County would begin collecting fees at the

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beginning of the administrative process, similar to the process in planning, instead of collecting fees just prior to issuing a license. More comprehensive policy recommendations related to fees and renewals will be presented separately as part of the second phase of the code review.

Next Steps

The proposed ordinance represents the first phase of a broader effort to modernize the County's Business License Code. This phase focuses on improving the organization, clarity, and administration of the existing ordinance while avoiding broader policy changes that warrant separate discussion.

If the Council provides direction to proceed, staff recommends the following process:

1. Review the proposed amendments and provide any requested revisions.
2. Schedule a public hearing on the proposed ordinance.
3. Following the public hearing, consider adoption of the ordinance with any modifications directed by the Council.

If adopted, staff will begin implementing the administrative revisions and will continue evaluating additional opportunities to improve the Business License Code.

As that work progresses, staff anticipates returning to the Council with a second phase of amendments addressing broader policy issues identified during the review process, including:

- Business license renewal procedures;
- Fee administration;
- Operational efficiencies;
- Additional organizational improvements; and
- Other policy issues identified through implementation.

Consistent with prior Council direction, amendments related to the County's Short-Term Rental licensing program are not included in this ordinance and will be presented separately at a future date.

CHAPTER 1 BUSINESS LICENSE PROVISIONS

3-1-1: PURPOSE:

Pursuant to powers granted by the state as set forth in various provisions of the Utah Code Annotated, 1953, as amended, the county intends by this chapter to regulate and license businesses and occupations within its unincorporated limits, to maintain a current index of licensed businesses and occupations and to regulate licensed entities.

It is not intended by this chapter to repeal, abrogate, annul or in any way impair or interfere with existing provisions of other laws or ordinances. Where this chapter imposes a greater restriction upon persons, premises or personal property than is imposed or required by such existing provisions of law, contract or deed, the provisions of this chapter shall control. The amendment of this chapter does not preclude enforcement of violations or collection of business License taxes and penalty fees under this chapter which existed at the time of taxation or violation prior to the implementation of any amendment.

(Ord. 806, 6-12-2013)

3-1-2: DEFINITIONS:

For the purposes of this chapter, the following terms, words and phrases and their derivations shall have the meanings prescribed in this section. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

APPLICANT: Person applying for a License.

BRANCH ESTABLISHMENT: Each separate location licensed in the County at which a specific Business conducts business.

BUSINESS: as defined in Utah Code § 17-64-505, any enterprise carried on for the purpose of gain or economic profit, except that the acts of employees rendering services to employers are not included in this definition.

BUSINESS LICENSE ADMINISTRATOR OR ADMINISTRATOR: The County Clerk or designee charged with issuance, suspension and revocation of Business Licenses and compliance of Licenses to this chapter.

CONSENT: A written license or instrument issued by the county authorizing and empowering the grantee thereof to some act not forbidden by law but not allowable without such authority.

CONSENTEE: The Person to whom a consent has been issued pursuant to the provisions of this chapter and who may also be referred to under the general term "Licensee".

CONTRACTOR: Means and includes anyone defined as a contractor in Utah Code section 58-55-102, as may be amended.

COUNTY: The jurisdiction of unincorporated Summit County, state of Utah.

COUNTY COUNCIL: The legislative body of Summit County.

COUNTY MANAGER: The chief executive officer of Summit County.

ENGAGE OR ENGAGING IN BUSINESS OR CONDUCT OF BUSINESS: Includes, but is not limited to, selling tangible Personal property, goods or services at retail or wholesale, manufacturing goods or property, or rendering

personal services for a consideration such as the practice of any profession, trade, craft, business, occupation, or other calling. The rendering of personal services by an employee to an employer under any contract of personal employment shall not be considered as Engaging in Business so long as the employer is licensed under the provisions of this chapter.

INSIGNIA: Any tag, plate, badge, emblem, sticker, or any other kind of device which may be required for any use in connection with any License.

LICENSE: A certificate or document issued by the county evidencing permission or authority of its named holder to carry on a particular business or to pursue a particular occupation.

LICENSEE: The Person to whom a License has been issued pursuant to the provisions of this chapter or to whom a consent, permit or registration has been granted pursuant to the provisions of this chapter when the term "Licensee" is used in a general sense of this definition.

NUMBER OF EMPLOYEES: The average number of employees Engaged in Business at the place of business each regular working day during the preceding calendar year. In computing the number, each part time employee shall be counted as that fraction which is formed by using the total number of hours worked by such employee as the numerator and the total amount of hours regularly worked by a full time employee as the denominator.

PERMIT: A written license or instrument issued by the county authorizing and empowering the grantee thereof to some act not forbidden by law but not allowable without such authority.

PERMITTEE: The Person to whom a permit has been issued pursuant to the provisions of this chapter and who may also be referred to under the general term "Licensee".

PERSON: Any individual or natural Person, receiver, assignee, trustee in bankruptcy, trust, firm, partnership, joint venture, corporation, syndicate, estate, club, company, business trust, association, society or other group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit or otherwise; or any officer, agents, employees, factors, or any kind of personal representatives thereof in any capacity, acting either for himself, or for any other person, under either personal appointment or pursuant to law.

PLACE OF BUSINESS: A location maintained or operated within the county from which a Person engages in Business, including a Branch of Establishment, dispatch office, or yard.

PREMISES: Means and includes all lands, structures, places, and also the equipment and appurtenances connected or used therewith in any Business, and also any personal property which is either affixed to or is otherwise used in connection with any such Business conducted on such premises.

REGISTRANT: The Person who has registered with the county pursuant to the provisions of this chapter and who may also be referred to under the general term "Licensee".

REGISTRATION: A written License or instrument issued by the county authorizing and empowering the grantee thereof to some act not forbidden by law but not allowable without such authority.

(Ord. 806, 6-12-2013)

3-1-3: EXEMPTIONS:

- A. The provisions of this chapter shall not be deemed or construed to require the payment of a license fee by, or the issuance of a License to, any institution or organization which is conducted, managed or carried on wholly for the benefit of charitable purposes or from which profit is not derived, directly or indirectly by an individual, firm or profit corporation; nor shall the payment of a License fee or the issuance of a License be required for the conducting of any entertainment, concert, exhibition or lecture on scientific, historical, literary, musical, religious or moral subject, whenever the receipt from such is to be appropriated to any church or school or to any religious or benevolent purpose within the county; nor shall the payment of a

License fee or the issuance of a License be required for the conducting of any entertainment, dance, concert, exhibition or lecture by any religious, charitable, fraternal, educational, military, state, county or municipal organization or association when the receipts from such are to be appropriated for the purposes and objects for which such association or organization is formed and from which profit is not derived, either directly or indirectly by any individual, firm or profit corporation. Organizers, managers or owners of such exempt event or organization located within the unincorporated areas of the county must register with the County Clerk's Office. Applicants must attach a copy of the 501(c)(3) exempt status filed with the state of Utah or similar documentation prior to License and fee waiver by the Business License administrator. Exempt organizations shall not pay any fee required of any applicant for License or exemption.

- B. Organizers, managers or owners of such exempt event or organization located within the unincorporated county must register with the County Clerk's Office. Proof of exempt status in written form shall be required of the applicant prior to License and fee waiver by the Business License administrator.
- C. Exemption from fees is not an exemption from required registration with the County Clerk's, code compliance with other state, federal and local codes, nor from payment of other county fees, such as fire, health, zoning, transit, etc., as required.
- D. Solicitation for any purpose, including fundraising for charitable causes, is subject to article J, "Solicitors", of this chapter.
- E. No licensing fee shall be imposed under this section upon the state of Utah or any of its political subdivisions; nor shall any such fee be imposed upon any Person doing Business within unincorporated Summit County who has paid a like or similar license fee to some other governmental unit within the state of Utah and does not have a Place of Business, nor shall any such fee be imposed upon the Business of a bona fide farm or ranch engaged in raising plants and/or animals useful to man unless said Business is authorized to collect sales taxes under Utah statute for sales made on such products. Any Person requesting an exemption shall be required to apply, in writing, with the County Clerk's Office. Fees for either a License or an exemption shall not be exempt.
- F.

(Ord. 806, 6-12-2013)

3-1-4: PUBLIC RECORDS:

Access to records kept by the county, such as are, or may be, required in this chapter, are governed by Utah's Government Records Access and Management Act ("GRAMA"). Pursuant to GRAMA, the county may charge a reasonable fee to individuals requesting information on issued Business Licenses in order to cover reasonable costs associated with research and reproduction of information.

(Ord. 806, 6-12-2013)

3-1-5: LICENSING REQUIRED:

- A. Required: It shall be unlawful for any Person to Engage in Business within Summit County without a valid current License for issued by either:
 - 1. Summit County if the Business has a Place of Business, regardless of whether another governmental entity has issued a License to the Person for that Business, or
 - 2. Any governmental unit within the state of Utah, if the Person does not have a Place of Business; and
 - 3. has been issued any other Licenses and permits required by this chapter.

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- B. Each Business Must Obtain Separate License: A separate License must be obtained for each type of Business, even if located on a single parcel or situs, each branch establishment or location or Business within the county as if such types, branch establishments or locations were separate Businesses and each License shall authorize the Licensee to engage only in the Business licensed thereby at the location or in the manner designated in such License; however, warehouses and distributing places used in connection with or incident to a Business Licensed under this chapter shall not be deemed to be separate places of Business or branch establishments.
- C. Application; Contents: It shall be the responsibility of a Person Engaging in Business within the unincorporated county to voluntarily apply for and maintain in full force and effect a valid License.
1. Applications for Business Licenses shall be made to the County Clerk on forms provided on the County website for that purpose. Any incomplete applications shall be returned to the applicant.
 2. No Business License application shall be accepted and processed unless all information required on the application form is provided and any required fees are paid. No License shall be issued until any required fees are paid.
 3. The general Business License required under this chapter is in addition to all other approvals, Licenses and permits required by other county ordinances, or state or federal law. As such, issuance of a Business License shall not be deemed a waiver of the county's right to enforce all other provisions of its ordinances, development codes, or conditions of prior development approvals. No Person shall Engage in Business without first procuring the necessary approvals, Licenses and permits required by other Summit County ordinances, or state or federal laws, in addition to the License required by this section.
- D. License Review Procedure:

Once an application is found to be complete, the County Clerk shall submit such to other county departments for review. Should any department find sufficient evidence from the application that a License should not be issued, an explanation for the recommended denial will be attached to the form and it will be returned to the County Clerk. The County Clerk shall provide the applicant with a copy of the explanation for denial. Approval by one or more departments shall not substitute for or waive requirements for additional approvals, Licenses, and development permits (i.e., conditional use permit, low impact or other development permit) required by county ordinance or state or federal law, nor shall it be construed as a waiver of such requirements.

- E. Inspections Prior to Issuance: Prior to the issuance of a License to engage in a new Business not heretofore Licensed, the applicant shall permit inspections to be made of the prospective place of business by the appropriate department of the county or other governmental agency to ensure compliance with all applicable codes. No License shall be granted without the approval of all such required inspections.
- F. License Issuance or Denial:
1. Applicants for specified Business Licenses are required to obtain and produce to the County a criminal history background check as specified on the Business License Application and provide the results to the County Clerk .
 2. An applicant's criminal background may be grounds for denial of the License application if the applicant's record contains convictions for violations of any county, state or federal laws or other verifiable issues which demonstrate a potential risk to the health, safety, peace or general welfare of the county or its inhabitants; or if there are unresolved warrants for any applicant; or any other reason expressly provided for in this chapter as applicable to the License.

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3. Within thirty (30) days of the County Clerk's receipt of all the reviewing department officials' approvals/denials as set forth in subsection D of this section and criminal background check if applicable, the Business License Administrator shall either: a) issue the License as applied for, or b) provide the applicant with the reason for denial. Failure of the County Clerk to act within said thirty (30) days shall constitute an automatic approval of the application. If circumstances do not allow completion of the application process in a timely manner, the applicant shall receive a notice warning of application denial for noncompliant issues and allowing a specified time frame for resolution of such. If compliance is not possible, the application will be denied. If an application is denied, the applicant may reapply and said application shall be treated as a new application and shall follow the same procedure as set forth in this section. If an application is approved, the applicant shall be notified of the approval and the final fee shall be paid in full before the License is issued.
 4. A License may be denied if the applicant:
 - a. Has been convicted of a fraud or felony by any state or federal court within the past ten (10) years or now has criminal proceedings pending against him/her in any state or federal court for fraud or a felony;
 - b. Has obtained a License by fraud, misrepresentation or deceit;
 - c. Has failed to pay personal property taxes or other required taxes or fees imposed by the county, including prior licensing fees;
 - d. Has violated the laws of the state of Utah, the United States, or the ordinances of Summit County governing the operation of the Business for which the applicant is applying for the License;
 - e. If applying for a solicitation License or a License for a sexually oriented Business as defined in chapter 5 of this title, or a License for a Business which also has a liquor License, the applicant has been convicted of any criminal offense against minors, sexual assault or is listed as a registered sex offender;
 - f. Has failed to comply with the conditions or requirements of a conditional use or low impact permit;
 - g. Is not in compliance with the terms or conditions of a development agreement or other development approval; or
 - h. Has failed to obtain all the required department approvals as may be required pursuant to this section.
 - G. Display: Every Licensee Licensed pursuant to the provisions of this chapter shall keep his License displayed and exhibited while the same is in force in conspicuous public location in the Place of Business. It shall be the duty of any Licensee to produce a valid License when requested to do so by any law enforcement or code enforcement officer. Every Licensee not having a fixed place of Business shall carry such License, or a copy thereof, with them at all times while carrying on the Business for which the License is issued and shall produce the License for inspection when requested to do so by any Person.
 - H. Inspections After Issuance:
 1. Notice of Violations: Existing Places of Business licensed within the county shall be inspected periodically by departments of the county for compliance with applicable codes. Upon the finding of any code violation, and after considering the violation's impact on public health, welfare or safety, an inspector or code enforcement officer may issue either a warning in writing that that specifies a reasonable period in which to correct the violation; or a Notice of Violation that specifies a reasonable period in which to correct the violation; or an administrative citation.

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2. Noncompliance: A Licensee who fails to comply with a Notice of Violation or a Citation may, at the request of the County, be required to appear before an administrative law judge, who may order compliance, payment of fees and fines, and/or issue a default order, as provided in Title 1, Chapter 13 of this Code.
 - I. Preparation and Listing: The Business License administrator shall prepare and issue an appropriate License for every Person qualifying therefor under the provisions of this chapter and shall state in each License the period of time for which it is issued, the name of the Person to whom issued and location of the place of Business. All Licenses shall be signed by the administrator. The Business License administrator shall maintain a list of all Persons holding Licenses and the status of each such License.
 - J. Applications for Special Licenses: Applications shall be required and special Licenses issued pursuant to the provisions of this chapter. For the activities defined in subsequent articles of this chapter and chapters of this title, a regular License to engage in Business of the kind required by this chapter may also be required in addition to the respective special Licenses.
 - K. Transfers: No License granted or issued under the provisions of this chapter may be assigned, transferred, or sold by the Licensee nor may the License be used for any purpose or Business other than that for which said License was issued. Furthermore, a Business License issued for a particular location may not be transferred for use to another location. Any county Business License transferred or used as described in this section is deemed revoked.

(Ord. 806, 6-12-2013)

3-1-6: LICENSE FEES:

- A. Fees:
 1. There is hereby levied an annual Business License fee, in accordance with the Utah Code, upon the Business of every Person Engaging in Business in Summit County unless otherwise specifically exempted in this chapter or under state or federal law. The fee imposed shall be in the amounts described in the rate table established by the county. Any Business type not listed in the rate tables shall be assessed at the rate and on the same basis as the Business determined by the administrator to be most similar to the Business to be Licensed. If the applicant does not agree with the rate imposed, they may appeal the decision of the administrator regarding the fee, pursuant to the provisions of section 3-1-9 of this chapter.
 2. The schedule of fees shall be established by the county and may be amended from time to time.
- B. Business License Processing Fee: Applicants for a Business License shall be charged a nonrefundable processing fee which is the cost of processing said application, as provided in the County Fee Schedule.
- C. Fees; Additional: The fees imposed by this section shall be in addition to any and all other assessments, taxes or licenses imposed by any other provisions of the ordinances of the county. Failure to pay assessments, property taxes, sales tax, Personal property taxes or other required taxes or assessments imposed by the County will be reason for new Business Licenses or renewals to be denied.
- D. Fee Adjustment to Avoid Burdening Interstate Commerce: None of the fees provided in this section shall be applied to occasion an undue burden on interstate commerce. State law requires local governments to establish fees based on the cost to the county to regulate and license the Business. The county has an interest in not bearing undue burden for licensing any type of Business practice or enterprise. The fee structure approved by the county council shall be reasonably related to the actual cost to the county of the licensing process and uniformly assessed on businesses of like nature. In any case, where a license fee is believed by a Licensee or an applicant for a License to place an undue burden upon such interstate

commerce, such Licensee or applicant, by supporting affidavits, may apply to the administrator for an adjustment of the fee to relieve such burden. The Licensee or applicant shall indicate the method of doing Business and such other information as the administrator may deem necessary in order to determine the extent, if any, of such undue burden. The administrator shall then conduct an investigation, comparing the subject Business with other Businesses of like nature and shall make findings of fact from the administrator to determine whether the License is discriminatory, unreasonable or unfair as to the Licensee or applicant from the standpoint of its impact on interstate commerce and shall recommend to the county council an appropriate License fee under the circumstances and the county council shall fix the License fee in such amount. If the regular License fee has already been paid, the county council shall order a refund of the amount over and above the fee fixed, if different. In fixing the fee to be charged, the administrator shall have the power to base the fee on number of employees or may use any other method which will assure that the fee assessed shall be uniform with that assessed on Businesses of like nature; provided, however, that the amount assessed shall in no event exceed the regular fee prescribed in this chapter. The administrator shall make any adjustments to the License category and/or fee assessment, if merited, and report to the Licensee or applicant any findings and subsequent action taken. If the applicant or Licensee is not satisfied with the decision of the administrator, he or she may appeal the decision as described in section 3-1-9 of this chapter.

- E. Exemption of Insurance Companies: Insurance companies shall apply in all respects for the obtaining of a Business License pursuant to this chapter but shall not pay a fee unless providing services that are not exempt from local fees pursuant to state law. The certificate of authority issued by the state of Utah department of insurance for that Business shall accompany the Business License application and shall be maintained in good standing for the duration of the conduct of such Business. The Licensee shall notify the Business License office in writing should additional authorities be granted the company by the Utah department of insurance. Businesses which perform services in addition to insurance services Licensed by the Utah department of insurance shall pay fees as set by resolution of the county council and as administered by the Business License administrator.
- F. Refunds: No refund shall be made against any fee for a License issued pursuant to this chapter unless such refund is approved by the administrator.

(Ord. 806, 6-12-2013)

3-1-7: LICENSE RENEWAL:

- A. All applications License renewal shall be submitted only on-line through the County Clerk's website.
- B. License Renewal Period:
 - 1. Application period for the 2027 licenses opens on January 1, 2027, and ends on January 15, 2027.
 - 2. For the 2028 application period and thereafter, the application period shall begin on November 15 and end on December 31.
- C. Licenses issued under this chapter shall be valid for not more than one (1) year. All fees provided for in this chapter shall be paid annually in advance, by the Licensee to the County Clerk's Office on or before the application closing date each year, either January 15 for 2027 Licenses or December 31 for Licenses issued in 2028 and thereafter; and shall be effective through of the following year.
- D. Business License Processing fees are not prorated. Fees and fines may be imposed for non-compliance with the renewal process, including operating a Business without a License or late submissions.
- E. The County Clerk's Office shall notify each current Licensee of the option to renew. The renewal application form shall be returned to the County Clerk's Office according to the notice directions. Renewal of Licenses is not of right, and no claim of vested right shall ensure to an applicant who has received Licenses in past years.

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(Republication)

F. Upon showing of hardship to the administrator, or its designees, as outlined below, the administrator may waive at or a portion thereof, of the Business License Processing fees owed to the county, on a one-time only basis.

1. Hardship may be found if:
 - a. Enforcement of the fee schedule would cause an unreasonable economic hardship for the applicant that is not self-imposed and not part of the regular course of business but imposed by extraordinary uncontrollable circumstances. Such a hardship may only be requested if the fee owed is not past due;
 - b. There are special circumstances not within the applicant's control which have created an economic crisis in the ability to do business within the county; or
 - c. Force majeure events.
2. The applicant shall bear the burden of proving that all of the conditions justifying a hardship waiver have been met.

F.

1. Summit County may post an eight and one-half by eleven (8 1/2 x 11) sign on the door of an unlicensed Business that states the following:
"UNLICENSED BUSINESS"
This establishment does not have a current License to conduct Business within Summit County. It shall be unlawful to remove this sign without authorization from the Summit County Code Enforcement Officer.
2. It shall be a violation of this chapter to remove an "Unlicensed Business" sign without prior authorization from the Summit County code enforcement officer. Violators may be subject to a fine per the Summit County fee schedule.

(Ord. 852, 12-2-2015; Ord. 986, 12-11-2024)

3-1-8: REVOCATION:

- A. Any License issued under this chapter may be revoked by the County Clerk's Office, as follows:
1. The County Clerk may administratively revoke any previously issued License when the County Clerk's Office finds that the Licensee has:
 - a. Filed a false or fraudulent License application;
 - b. Been convicted of or plead guilty to any criminal action which would be a basis for denial of a permit, including pleas under a deferred adjudication or other similar agreement;
 - c. Paid fines, settlements or been convicted in criminal or civil actions by the state tax commission for the collection of, or arising from the nonpayment of taxes imposed by or collected by the state of Utah;
 - d. Used the Business as a front for or site of illegal activity;
 - e. Engaged in its Business without acquiring or having had revoked any appropriate additional approvals, Licenses, and permits required by county ordinance or state or federal law for the operation of said Business within the county;

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- f. The Licensee has been found by an ALJ to have failed to comply with:
 - i. the development code;
 - ii. the conditions or requirements of a building permit, conditional use permit, or grading permit or low impact permit;
 - iii. a development improvement agreement including bonding agreements; or,
 - iii. with the terms of an applicable development agreement, settlement or stipulation agreement, consent agreement, or other agreement governing the development of property;
 - iv. requirements of any special license described in this Title.
 - B. Notification of the License revocation shall be sent by the Administrator to the Licensee at the address provided on the most recent application. Such notice shall be sent by email, and certified mail and shall contain the following:
 - 1. The name of the Licensed Business and responsible party;
 - 2. The nature of the allegations on which the revocation is based;
 - 3. The sanction to be imposed and the effective date of the sanction
 - 4. The appellate or other process which is applicable to the revocation
 - C. Any License revoked under this section shall remain revoked until the conditions that caused the revocation have been corrected. A revoked License which has not been corrected, or a revoked License for which reinstatement fees have not been paid, may not be renewed during the annual Business License renewal process.
 - D. There shall be progressive sanctions imposed for the reinstatement of a revoked License as outlined below and fees imposed as established by the county and set forth in the County fee schedule. Violation(s) in any License year resulting in the revocation of the License shall be sanctioned as follows:
 - 1. First: the Business License will be revoked until the violation(s) has been corrected, and a fee paid to reinstate the Business License;
 - 2. Second: the Business License will be revoked for 30 days, and the Licensee shall correct the violation(s). Upon expiration of the revocation period and correction of violations, a fee shall be paid to reinstate the Business License.
 - 3. Third violation: the Business License will be revoked permanently.
 - E. Conditions of approval for a permit or development agreement cannot be amended or changed through the License revocation process.
 - F. No License may be issued after revocation for a minimum of one year for either the same or similar type of business at the same address or by the same or an affiliated applicant, even at a different address.

(Ord. 806, 6-12-2013; Ord. 986, 12-11-2024)

3-1-9: APPELLATE PROCESS:

The purpose of this section is to provide uniform appellate procedures for appeals of Business License suspensions, revocations and denials.

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- A. Exceptions: Exceptions to the use of the appeal process in this section will occur if an appeal process is detailed otherwise for a special License within the applicable ordinance.
- B. 1. All appeals of the County Clerk's decision to deny, suspend, or revoke a Business License shall be in writing and initiated by electronically submitting a form provided by the County to the County Clerk's Office within ten (10) calendar days from the date of the email, or if the County Clerk provided notice of the decision or action on the License by U.S. mail because no email address was available, within fifteen (15) days the post marked date of a certified letter notifying the Licensee or applicant of a License denial, suspension or revocation
2. The request for an appeal shall include:
- a. the name, email address, mailing address and phone number of the appellant;
 - b. the name of the Business;
 - a. The date of the action being appealed;
 - b. A copy of any written decision being appealed;
 - c. The basis for the appeal and the relief requested;
 - d. Any documentation on which the appellant relies in making the appeal.
3. Failure to timely submit a complete request for an appeal as described in this section shall constitute an absolute bar to any appeal of the decision or action at issue.
- C. A properly submitted request for an appeal shall be heard at least fourteen (14) calendar days, but not more than thirty (30) calendar days, absent exigent circumstances or agreement of the parties, from the date of the email requesting the appeal.
- D. All appeals of denials, suspensions or revocations of Licenses under this chapter shall be heard by the License Review Board (LRB).
- E. The LRB is created as follows:
- 1. Purpose: The LRB is created as a quasi-judicial body for the purpose of hearing all appeals from the administrative denial, suspension, or revocation of a License issued under this chapter;
 - 2. Board Composition: The County manager shall appoint at least five (5) and no more than seven (7) members and may be comprised of representatives from the health department, sheriff's office, the community development department, the fire department(s), and/or other representatives as deemed appropriate by the County manager.
 - 3. Board Quorum: A quorum shall consist of a least three (3) members of the board if composed of five (5) members and at least four (4) members if composed of seven (7) members.
 - 4. Split Vote: Should a split vote occur due to an even number of members present, the action or decision under appeal will be upheld.
- D. Standing to File an Appeal: The Licensee or Applicant may file an appeal of the County Clerk's decision to deny, suspend or revoke a License.
- E. Appeal Hearing Procedure:
- 1. The County Manager shall, within (14) calendar days of the receipt of a request for a hearing, grant or deny a request for a hearing absent exigent circumstances. A timely filed complete hearing request filed by an person with standing to appeal shall be granted. If granted a hearing will be scheduled no sooner than 30 days after receipt of a timely and complete request for a hearing. The County Attorney's Office will ensure both parties are advised of the hearing date;

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2. The LRB may in its discretion hold the hearing electronically;
 3. The County shall be represented by the County Clerk or designated staff member and shall be advised and assisted at the hearing by the County Attorney or designated staff member;
 4. The County Clerk's Office shall prepare a written staff report or memorandum explaining the basis for the decision or action. The report shall be provided to the appellant, the LRB, and the County Attorney's Office no less than 10 calendar days prior to the hearing;
 5. Both parties, the County and the Appellant, may present visual aids or other exhibits at the hearing if in the judgement of the LRB, such items are relevant and helpful to resolving the issues presented by the appeal. A copy of any visual aid or exhibit not provided to the other party less than five (5) business days prior to the hearing shall be excluded from the hearing;
 6. All hearing shall be open to the public, but the LRB may in its discretion close the hearing to maintain order or security;
 7. The appellant shall bear the burden of establishing by a preponderance of evidence that the County Clerk's decision or action was illegal or not supported by substantial evidence.
 8. The LRB shall hear the arguments of the County and arguments and, if applicable, the sworn testimony of the appellant, consider the staff report. No other witnesses may be heard.

F. Decision on the Appeal: After hearing all the evidence and arguments, the LRB may consider the evidence in private. The board shall then render its decision in open meeting, by majority vote of the members present. The LRB may approve, deny, or modify the decision of the County Clerk. In the case of a revocation only, it shall issue a written decision within fifteen (15) business days after the hearing.

- J. The decision of the LRB with respect to a denial or a suspension is final and not appealable.
- K. Appeal of LRB Revocation: The decision of the LRB upholding a revocation of a Business License may be appealed to the county manager of Summit County by submitting an appeal in writing to the County Manager within fifteen (15) calendar days of issuance of the written decision. The written appeal may be no longer than five (5) type-written pages in 12 point font. The County Clerk may submit a response within 30 calendar days of receipt of the appeal.
- L. The county manager shall review the decision of the LRB only to determine the correctness of a decision of the LRB in its interpretation and application of this chapter. The County Manager's decision is not subject to appeal.

(Ord. 806, 6-12-2013)

3-1-10: CRIMINAL VIOLATION, ENFORCEMENT:

- A. Violations and Penalty: Violation of any provision of this chapter, including Engaging in Business without a License, as required by section 3-1-5, may be criminally charged as a Class B misdemeanor.
- B. Violations of any provision(s) of this chapter may be charged as separate offense for each and every day or portion thereof, any violation is committed, continued, or allowed to be committed or continue.
- C. In cases where a corporation would be punishable for a misdemeanor in violation of this chapter, such corporation is punishable by a fine not exceeding one thousand dollars (\$1,000.00).
- D. Nothing in this chapter, including administrative actions or orders, shall prevent a criminal prosecution for any violation of the provisions of this title, nor excuse or exempt any Person from the payment of any outstanding fees or fines owed under the provisions of this Code.

E. Law Enforcement Officers; Code Enforcement Officer; Authority:

1. All County code enforcement officers are empowered as provided in section 1-13-3 of this Code and specifically, to examine all places of Business for violations of this chapter, including examining Licenses for validity; and proper posting, as required by this chapter, and

i. enter any place of Business for which a License is required and demand the exhibition of a current License by any person engaged or employed in the conduct of such Business; and,

ii. if no License is produced, or the License is not properly displayed in compliance with this chapter, issue an administrative citation as provided in section 1-13-3.

2. A law enforcement officer shall have the same authority of a code enforcement officer and in addition, may:

issue a criminal citation to any person engaged or employed in the conduct of a Business required to be licensed with Failing to Properly Display a License, and/or Engaging in Business without a License or any other violation of any provisions of this chapter that threaten the health and safety of the public or an animal, as provided in Utah Code section 17-64-501(3)(e), or as subsequently amended.

F. Each day a violation of this chapter continues shall constitute a separate offense, unless otherwise prohibited.

G. Enforcement of Other County Ordinances: The grant or denial of a Business License shall in no way bind, waive, or alter the county's ability to enforce any other county ordinances where there is a violation of such. Estoppel shall not be a defense to such actions by the county when it is engaged in the process of enforcing compliance with its laws, regulations, ordinances, development codes and agreements in relation to the operation of any Business within the county. This section specifically allows, but is not limited to, the county's enforcement of conditional use and other permit rules, regulations, and laws.

(Ord. 806, 6-12-2013)

CHAPTER 1 BUSINESS LICENSE PROVISIONS

3-1-1: PURPOSE:

Pursuant to powers granted by the state as set forth in various provisions of the Utah Code Annotated, 1953, as amended, the county intends by this chapter to regulate and license businesses and occupations within its unincorporated limits, to maintain a current index of licensed businesses and occupations and to regulate licensed entities.

It is not intended by this chapter to repeal, abrogate, annul or in any way impair or interfere with existing provisions of other laws or ordinances. Where this chapter imposes a greater restriction upon persons, premises or personal property than is imposed or required by such existing provisions of law, contract or deed, the provisions of this chapter shall control. The amendment of this chapter does not preclude enforcement of violations or collection of business License taxes and penalty fees under this chapter which existed at the time of taxation or violation prior to the implementation of any amendment.

(Ord. 806, 6-12-2013)

3-1-2: DEFINITIONS:

For the purposes of this chapter, the following terms, words and phrases and their derivations shall have the meanings prescribed in this section. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

APPLICANT: Person applying for a License.

BRANCH ESTABLISHMENT: Each separate location licensed in the County at which a specific Business conducts business.

BUSINESS: as defined in Utah Code § 17-64-505, any enterprise carried on for the purpose of gain or economic profit, except that the acts of employees rendering services to employers are not included in this definition.

BUSINESS LICENSE ADMINISTRATOR OR ADMINISTRATOR: The County Clerk or designee charged with issuance, suspension and revocation of Business Licenses and compliance of Licenses to this chapter.

CONSENT: A written license or instrument issued by the county authorizing and empowering the grantee thereof to some act not forbidden by law but not allowable without such authority.

CONSENTEE: The Person to whom a consent has been issued pursuant to the provisions of this chapter and who may also be referred to under the general term "Licensee".

CONTRACTOR: Means and includes anyone defined as a contractor in Utah Code section 58-55-102, as may be amended.

COUNTY: The jurisdiction of unincorporated Summit County, state of Utah.

COUNTY COUNCIL: The legislative body of Summit County.

COUNTY MANAGER: The chief executive officer of Summit County.

ENGAGE OR ENGAGING IN BUSINESS OR CONDUCT OF BUSINESS: Includes, but is not limited to, selling tangible Personal property, goods or services at retail or wholesale, manufacturing goods or property, or rendering

personal services for a consideration such as the practice of any profession, trade, craft, business, occupation, or other calling. The rendering of personal services by an employee to an employer under any contract of personal employment shall not be considered as Engaging in Business so long as the employer is licensed under the provisions of this chapter.

INSIGNIA: Any tag, plate, badge, emblem, sticker, or any other kind of device which may be required for any use in connection with any License.

LICENSE: A certificate or document issued by the county evidencing permission or authority of its named holder to carry on a particular business or to pursue a particular occupation.

LICENSEE: The Person to whom a License has been issued pursuant to the provisions of this chapter or to whom a consent, permit or registration has been granted pursuant to the provisions of this chapter when the term "Licensee" is used in a general sense of this definition.

NUMBER OF EMPLOYEES: The average number of employees Engaged in Business at the place of business each regular working day during the preceding calendar year. In computing the number, each part time employee shall be counted as that fraction which is formed by using the total number of hours worked by such employee as the numerator and the total amount of hours regularly worked by a full time employee as the denominator.

PERMIT: A written license or instrument issued by the county authorizing and empowering the grantee thereof to some act not forbidden by law but not allowable without such authority.

PERMITTEE: The Person to whom a permit has been issued pursuant to the provisions of this chapter and who may also be referred to under the general term "Licensee".

PERSON: Any individual or natural Person, receiver, assignee, trustee in bankruptcy, trust, firm, partnership, joint venture, corporation, syndicate, estate, club, company, business trust, association, society or other group of individuals acting as a unit, whether mutual, cooperative, fraternal, nonprofit or otherwise; or any officer, agents, employees, factors, or any kind of personal representatives thereof in any capacity, acting either for himself, or for any other person, under either personal appointment or pursuant to law.

PLACE OF BUSINESS: A location maintained or operated within the county from which a Person engages in Business, including a Branch of Establishment, dispatch office, or yard.

PREMISES: Means and includes all lands, structures, places, and also the equipment and appurtenances connected or used therewith in any Business, and also any personal property which is either affixed to or is otherwise used in connection with any such Business conducted on such premises.

REGISTRANT: The Person who has registered with the county pursuant to the provisions of this chapter and who may also be referred to under the general term "Licensee".

REGISTRATION: A written License or instrument issued by the county authorizing and empowering the grantee thereof to some act not forbidden by law but not allowable without such authority.

(Ord. 806, 6-12-2013)

3-1-3: EXEMPTIONS:

- A. The provisions of this chapter shall not be deemed or construed to require the payment of a license fee by, or the issuance of a License to, any institution or organization which is conducted, managed or carried on wholly for the benefit of charitable purposes or from which profit is not derived, directly or indirectly by an individual, firm or profit corporation; nor shall the payment of a License fee or the issuance of a License be required for the conducting of any entertainment, concert, exhibition or lecture on scientific, historical, literary, musical, religious or moral subject, whenever the receipt from such is to be appropriated to any church or school or to any religious or benevolent purpose within the county; nor shall the payment of a

License fee or the issuance of a License be required for the conducting of any entertainment, dance, concert, exhibition or lecture by any religious, charitable, fraternal, educational, military, state, county or municipal organization or association when the receipts from such are to be appropriated for the purposes and objects for which such association or organization is formed and from which profit is not derived, either directly or indirectly by any individual, firm or profit corporation. Organizers, managers or owners of such exempt event or organization located within the unincorporated areas of the county must register with the County Clerk's Office. Applicants must attach a copy of the 501(c)(3) exempt status filed with the state of Utah or similar documentation prior to License and fee waiver by the Business License administrator. Exempt organizations shall not pay any fee required of any applicant for License or exemption.

- B. Organizers, managers or owners of such exempt event or organization located within the unincorporated county must register with the County Clerk's Office. Proof of exempt status in written form shall be required of the applicant prior to License and fee waiver by the Business License administrator.
- C. Exemption from fees is not an exemption from required registration with the County Clerk's, code compliance with other state, federal and local codes, nor from payment of other county fees, such as fire, health, zoning, transit, etc., as required.
- D. Solicitation for any purpose, including fundraising for charitable causes, is subject to article J, "Solicitors", of this chapter.
- E. No licensing fee shall be imposed under this section upon the state of Utah or any of its political subdivisions; nor shall any such fee be imposed upon any Person doing Business within unincorporated Summit County who has paid a like or similar license fee to some other governmental unit within the state of Utah and does not have a Place of Business, nor shall any such fee be imposed upon the Business of a bona fide farm or ranch engaged in raising plants and/or animals useful to man unless said Business is authorized to collect sales taxes under Utah statute for sales made on such products. Any Person requesting an exemption shall be required to apply, in writing, with the County Clerk's Office. Fees for either a License or an exemption shall not be exempt.
- F.

(Ord. 806, 6-12-2013)

3-1-4: PUBLIC RECORDS:

Access to records kept by the county, such as are, or may be, required in this chapter, are governed by Utah's Government Records Access and Management Act ("GRAMA"). Pursuant to GRAMA, the county may charge a reasonable fee to individuals requesting information on issued Business Licenses in order to cover reasonable costs associated with research and reproduction of information.

(Ord. 806, 6-12-2013)

3-1-5: LICENSING REQUIRED:

- A. Required: It shall be unlawful for any Person to Engage in Business within Summit County without a valid current License for issued by either:
 - 1. Summit County if the Business has a Place of Business, regardless of whether another governmental entity has issued a License to the Person for that Business, or
 - 2. Any governmental unit within the state of Utah, if the Person does not have a Place of Business; and
 - 3. has been issued any other Licenses and permits required by this chapter.

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- B. Each Business Must Obtain Separate License: A separate License must be obtained for each type of Business, even if located on a single parcel or situs, each branch establishment or location or Business within the county as if such types, branch establishments or locations were separate Businesses and each License shall authorize the Licensee to engage only in the Business licensed thereby at the location or in the manner designated in such License; however, warehouses and distributing places used in connection with or incident to a Business Licensed under this chapter shall not be deemed to be separate places of Business or branch establishments.
- C. Application; Contents: It shall be the responsibility of a Person Engaging in Business within the unincorporated county to voluntarily apply for and maintain in full force and effect a valid License.
1. Applications for Business Licenses shall be made to the County Clerk on forms provided on the County website for that purpose. Any incomplete applications shall be returned to the applicant.
 2. No Business License application shall be accepted and processed unless all information required on the application form is provided and any required fees are paid. No License shall be issued until any required fees are paid.
 3. The general Business License required under this chapter is in addition to all other approvals, Licenses and permits required by other county ordinances, or state or federal law. As such, issuance of a Business License shall not be deemed a waiver of the county's right to enforce all other provisions of its ordinances, development codes, or conditions of prior development approvals. No Person shall Engage in Business without first procuring the necessary approvals, Licenses and permits required by other Summit County ordinances, or state or federal laws, in addition to the License required by this section.
- D. License Review Procedure:

Once an application is found to be complete, the County Clerk shall submit such to other county departments for review. Should any department find sufficient evidence from the application that a License should not be issued, an explanation for the recommended denial will be attached to the form and it will be returned to the County Clerk. The County Clerk shall provide the applicant with a copy of the explanation for denial. Approval by one or more departments shall not substitute for or waive requirements for additional approvals, Licenses, and development permits (i.e., conditional use permit, low impact or other development permit) required by county ordinance or state or federal law, nor shall it be construed as a waiver of such requirements.

- E. Inspections Prior to Issuance: Prior to the issuance of a License to engage in a new Business not heretofore Licensed, the applicant shall permit inspections to be made of the prospective place of business by the appropriate department of the county or other governmental agency to ensure compliance with all applicable codes. No License shall be granted without the approval of all such required inspections.
- F. License Issuance or Denial:
1. Applicants for specified Business Licenses are required to obtain and produce to the County a criminal history background check as specified on the Business License Application and provide the results to the County Clerk .
 2. An applicant's criminal background may be grounds for denial of the License application if the applicant's record contains convictions for violations of any county, state or federal laws or other verifiable issues which demonstrate a potential risk to the health, safety, peace or general welfare of the county or its inhabitants; or if there are unresolved warrants for any applicant; or any other reason expressly provided for in this chapter as applicable to the License.

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3. Within thirty (30) days of the County Clerk's receipt of all the reviewing department officials' approvals/denials as set forth in subsection D of this section and criminal background check if applicable, the Business License Administrator shall either: a) issue the License as applied for, or b) provide the applicant with the reason for denial. Failure of the County Clerk to act within said thirty (30) days shall constitute an automatic approval of the application. If circumstances do not allow completion of the application process in a timely manner, the applicant shall receive a notice warning of application denial for noncompliant issues and allowing a specified time frame for resolution of such. If compliance is not possible, the application will be denied. If an application is denied, the applicant may reapply and said application shall be treated as a new application and shall follow the same procedure as set forth in this section. If an application is approved, the applicant shall be notified of the approval and the final fee shall be paid in full before the License is issued.
 4. A License may be denied if the applicant:
 - a. Has been convicted of a fraud or felony by any state or federal court within the past ten (10) years or now has criminal proceedings pending against him/her in any state or federal court for fraud or a felony;
 - b. Has obtained a License by fraud, misrepresentation or deceit;
 - c. Has failed to pay personal property taxes or other required taxes or fees imposed by the county, including prior licensing fees;
 - d. Has violated the laws of the state of Utah, the United States, or the ordinances of Summit County governing the operation of the Business for which the applicant is applying for the License;
 - e. If applying for a solicitation License or a License for a sexually oriented Business as defined in chapter 5 of this title, or a License for a Business which also has a liquor License, the applicant has been convicted of any criminal offense against minors, sexual assault or is listed as a registered sex offender;
 - f. Has failed to comply with the conditions or requirements of a conditional use or low impact permit;
 - g. Is not in compliance with the terms or conditions of a development agreement or other development approval; or
 - h. Has failed to obtain all the required department approvals as may be required pursuant to this section.
 - G. Display: Every Licensee Licensed pursuant to the provisions of this chapter shall keep his License displayed and exhibited while the same is in force in conspicuous public location in the Place of Business. It shall be the duty of any Licensee to produce a valid License when requested to do so by any law enforcement or code enforcement officer. Every Licensee not having a fixed place of Business shall carry such License, or a copy thereof, with them at all times while carrying on the Business for which the License is issued and shall produce the License for inspection when requested to do so by any Person.
 - H. Inspections After Issuance:
 1. Notice of Violations: Existing Places of Business licensed within the county shall be inspected periodically by departments of the county for compliance with applicable codes. Upon the finding of any code violation, and after considering the violation's impact on public health, welfare or safety, an inspector or code enforcement officer may issue either a warning in writing that that specifies a reasonable period in which to correct the violation; or a Notice of Violation that specifies a reasonable period in which to correct the violation; or an administrative citation.

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2. Noncompliance: A Licensee who fails to comply with a Notice of Violation or a Citation may, at the request of the County, be required to appear before an administrative law judge, who may order compliance, payment of fees and fines, and/or issue a default order, as provided in Title 1, Chapter 13 of this Code.
 - I. Preparation and Listing: The Business License administrator shall prepare and issue an appropriate License for every Person qualifying therefor under the provisions of this chapter and shall state in each License the period of time for which it is issued, the name of the Person to whom issued and location of the place of Business. All Licenses shall be signed by the administrator. The Business License administrator shall maintain a list of all Persons holding Licenses and the status of each such License.
 - J. Applications for Special Licenses: Applications shall be required and special Licenses issued pursuant to the provisions of this chapter. For the activities defined in subsequent articles of this chapter and chapters of this title, a regular License to engage in Business of the kind required by this chapter may also be required in addition to the respective special Licenses.
 - K. Transfers: No License granted or issued under the provisions of this chapter may be assigned, transferred, or sold by the Licensee nor may the License be used for any purpose or Business other than that for which said License was issued. Furthermore, a Business License issued for a particular location may not be transferred for use to another location. Any county Business License transferred or used as described in this section is deemed revoked.

(Ord. 806, 6-12-2013)

3-1-6: LICENSE FEES:

- A. Fees:
 1. There is hereby levied an annual Business License fee, in accordance with the Utah Code, upon the Business of every Person Engaging in Business in Summit County unless otherwise specifically exempted in this chapter or under state or federal law. The fee imposed shall be in the amounts described in the rate table established by the county. Any Business type not listed in the rate tables shall be assessed at the rate and on the same basis as the Business determined by the administrator to be most similar to the Business to be Licensed. If the applicant does not agree with the rate imposed, they may appeal the decision of the administrator regarding the fee, pursuant to the provisions of section 3-1-9 of this chapter.
 2. The schedule of fees shall be established by the county and may be amended from time to time.
- B. Business License Processing Fee: Applicants for a Business License shall be charged a nonrefundable processing fee which is the cost of processing said application, as provided in the County Fee Schedule.
- C. Fees; Additional: The fees imposed by this section shall be in addition to any and all other assessments, taxes or licenses imposed by any other provisions of the ordinances of the county. Failure to pay assessments, property taxes, sales tax, Personal property taxes or other required taxes or assessments imposed by the County will be reason for new Business Licenses or renewals to be denied.
- D. Fee Adjustment to Avoid Burdening Interstate Commerce: None of the fees provided in this section shall be applied to occasion an undue burden on interstate commerce. State law requires local governments to establish fees based on the cost to the county to regulate and license the Business. The county has an interest in not bearing undue burden for licensing any type of Business practice or enterprise. The fee structure approved by the county council shall be reasonably related to the actual cost to the county of the licensing process and uniformly assessed on businesses of like nature. In any case, where a license fee is believed by a Licensee or an applicant for a License to place an undue burden upon such interstate

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(Republication)

commerce, such Licensee or applicant, by supporting affidavits, may apply to the administrator for an adjustment of the fee to relieve such burden. The Licensee or applicant shall indicate the method of doing Business and such other information as the administrator may deem necessary in order to determine the extent, if any, of such undue burden. The administrator shall then conduct an investigation, comparing the subject Business with other Businesses of like nature and shall make findings of fact from the administrator to determine whether the License is discriminatory, unreasonable or unfair as to the Licensee or applicant from the standpoint of its impact on interstate commerce and shall recommend to the county council an appropriate License fee under the circumstances and the county council shall fix the License fee in such amount. If the regular License fee has already been paid, the county council shall order a refund of the amount over and above the fee fixed, if different. In fixing the fee to be charged, the administrator shall have the power to base the fee on number of employees or may use any other method which will assure that the fee assessed shall be uniform with that assessed on Businesses of like nature; provided, however, that the amount assessed shall in no event exceed the regular fee prescribed in this chapter. The administrator shall make any adjustments to the License category and/or fee assessment, if merited, and report to the Licensee or applicant any findings and subsequent action taken. If the applicant or Licensee is not satisfied with the decision of the administrator, he or she may appeal the decision as described in section 3-1-9 of this chapter.

- E. Exemption of Insurance Companies: Insurance companies shall apply in all respects for the obtaining of a Business License pursuant to this chapter but shall not pay a fee unless providing services that are not exempt from local fees pursuant to state law. The certificate of authority issued by the state of Utah department of insurance for that Business shall accompany the Business License application and shall be maintained in good standing for the duration of the conduct of such Business. The Licensee shall notify the Business License office in writing should additional authorities be granted the company by the Utah department of insurance. Businesses which perform services in addition to insurance services Licensed by the Utah department of insurance shall pay fees as set by resolution of the county council and as administered by the Business License administrator.
- F. Refunds: No refund shall be made against any fee for a License issued pursuant to this chapter unless such refund is approved by the administrator.

(Ord. 806, 6-12-2013)

3-1-7: LICENSE RENEWAL:

- A. All applications License renewal shall be submitted only on-line through the County Clerk's website.
- B. License Renewal Period:
 - 1. Application period for the 2027 licenses opens on January 1, 2027, and ends on January 15, 2027.
 - 2. For the 2028 application period and thereafter, the application period shall begin on November 15 and end on December 31.
- C. Licenses issued under this chapter shall be valid for not more than one (1) year. All fees provided for in this chapter shall be paid annually in advance, by the Licensee to the County Clerk's Office on or before the application closing date each year, either January 15 for 2027 Licenses or December 31 for Licenses issued in 2028 and thereafter; and shall be effective through of the following year.
- D. Business License Processing fees are not prorated. Fees and fines may be imposed for non-compliance with the renewal process, including operating a Business without a License or late submissions.
- E. The County Clerk's Office shall notify each current Licensee of the option to renew. The renewal application form shall be returned to the County Clerk's Office according to the notice directions. Renewal of Licenses is not of right, and no claim of vested right shall ensure to an applicant who has received Licenses in past years.

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(Republication)

F. Upon showing of hardship to the administrator, or its designees, as outlined below, the administrator may waive at or a portion thereof, of the Business License Processing fees owed to the county, on a one-time only basis.

1. Hardship may be found if:
 - a. Enforcement of the fee schedule would cause an unreasonable economic hardship for the applicant that is not self-imposed and not part of the regular course of business but imposed by extraordinary uncontrollable circumstances. Such a hardship may only be requested if the fee owed is not past due;
 - b. There are special circumstances not within the applicant's control which have created an economic crisis in the ability to do business within the county; or
 - c. Force majeure events.
2. The applicant shall bear the burden of proving that all of the conditions justifying a hardship waiver have been met.

F.

1. Summit County may post an eight and one-half by eleven (8 1/2 x 11) sign on the door of an unlicensed Business that states the following:
"UNLICENSED BUSINESS"
This establishment does not have a current License to conduct Business within Summit County. It shall be unlawful to remove this sign without authorization from the Summit County Code Enforcement Officer.
2. It shall be a violation of this chapter to remove an "Unlicensed Business" sign without prior authorization from the Summit County code enforcement officer. Violators may be subject to a fine per the Summit County fee schedule.

(Ord. 852, 12-2-2015; Ord. 986, 12-11-2024)

3-1-8: REVOCATION:

- A. Any License issued under this chapter may be revoked by the County Clerk's Office, as follows:
1. The County Clerk may administratively revoke any previously issued License when the County Clerk's Office finds that the Licensee has:
 - a. Filed a false or fraudulent License application;
 - b. Been convicted of or plead guilty to any criminal action which would be a basis for denial of a permit, including pleas under a deferred adjudication or other similar agreement;
 - c. Paid fines, settlements or been convicted in criminal or civil actions by the state tax commission for the collection of, or arising from the nonpayment of taxes imposed by or collected by the state of Utah;
 - d. Used the Business as a front for or site of illegal activity;
 - e. Engaged in its Business without acquiring or having had revoked any appropriate additional approvals, Licenses, and permits required by county ordinance or state or federal law for the operation of said Business within the county;

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- f. The Licensee has been found by an ALJ to have failed to comply with:
 - i. the development code;
 - ii. the conditions or requirements of a building permit, conditional use permit, or grading permit or low impact permit;
 - iii. a development improvement agreement including bonding agreements; or,
 - iii. with the terms of an applicable development agreement, settlement or stipulation agreement, consent agreement, or other agreement governing the development of property;
 - iv. requirements of any special license described in this Title.
 - B. Notification of the License revocation shall be sent by the Administrator to the Licensee at the address provided on the most recent application. Such notice shall be sent by email, and certified mail and shall contain the following:
 - 1. The name of the Licensed Business and responsible party;
 - 2. The nature of the allegations on which the revocation is based;
 - 3. The sanction to be imposed and the effective date of the sanction
 - 4. The appellate or other process which is applicable to the revocation
 - C. Any License revoked under this section shall remain revoked until the conditions that caused the revocation have been corrected. A revoked License which has not been corrected, or a revoked License for which reinstatement fees have not been paid, may not be renewed during the annual Business License renewal process.
 - D. There shall be progressive sanctions imposed for the reinstatement of a revoked License as outlined below and fees imposed as established by the county and set forth in the County fee schedule. Violation(s) in any License year resulting in the revocation of the License shall be sanctioned as follows:
 - 1. First: the Business License will be revoked until the violation(s) has been corrected, and a fee paid to reinstate the Business License;
 - 2. Second: the Business License will be revoked for 30 days, and the Licensee shall correct the violation(s). Upon expiration of the revocation period and correction of violations, a fee shall be paid to reinstate the Business License.
 - 3. Third violation: the Business License will be revoked permanently.
 - E. Conditions of approval for a permit or development agreement cannot be amended or changed through the License revocation process.
 - F. No License may be issued after revocation for a minimum of one year for either the same or similar type of business at the same address or by the same or an affiliated applicant, even at a different address.

(Ord. 806, 6-12-2013; Ord. 986, 12-11-2024)

3-1-9: APPELLATE PROCESS:

The purpose of this section is to provide uniform appellate procedures for appeals of Business License suspensions, revocations and denials.

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- A. Exceptions: Exceptions to the use of the appeal process in this section will occur if an appeal process is detailed otherwise for a special License within the applicable ordinance.
- B. 1. All appeals of the County Clerk's decision to deny, suspend, or revoke a Business License shall be in writing and initiated by electronically submitting a form provided by the County to the County Clerk's Office within ten (10) calendar days from the date of the email, or if the County Clerk provided notice of the decision or action on the License by U.S. mail because no email address was available, within fifteen (15) days the post marked date of a certified letter notifying the Licensee or applicant of a License denial, suspension or revocation
2. The request for an appeal shall include:
- a. the name, email address, mailing address and phone number of the appellant;
 - b. the name of the Business;
 - a. The date of the action being appealed;
 - b. A copy of any written decision being appealed;
 - c. The basis for the appeal and the relief requested;
 - d. Any documentation on which the appellant relies in making the appeal.
3. Failure to timely submit a complete request for an appeal as described in this section shall constitute an absolute bar to any appeal of the decision or action at issue.
- C. A properly submitted request for an appeal shall be heard at least fourteen (14) calendar days, but not more than thirty (30) calendar days, absent exigent circumstances or agreement of the parties, from the date of the email requesting the appeal.
- D. All appeals of denials, suspensions or revocations of Licenses under this chapter shall be heard by the License Review Board (LRB).
- E. The LRB is created as follows:
- 1. Purpose: The LRB is created as a quasi-judicial body for the purpose of hearing all appeals from the administrative denial, suspension, or revocation of a License issued under this chapter;
 - 2. Board Composition: The County manager shall appoint at least five (5) and no more than seven (7) members and may be comprised of representatives from the health department, sheriff's office, the community development department, the fire department(s), and/or other representatives as deemed appropriate by the County manager.
 - 3. Board Quorum: A quorum shall consist of a least three (3) members of the board if composed of five (5) members and at least four (4) members if composed of seven (7) members.
 - 4. Split Vote: Should a split vote occur due to an even number of members present, the action or decision under appeal will be upheld.
- D. Standing to File an Appeal: The Licensee or Applicant may file an appeal of the County Clerk's decision to deny, suspend or revoke a License.
- E. Appeal Hearing Procedure:
- 1. The County Manager shall, within (14) calendar days of the receipt of a request for a hearing, grant or deny a request for a hearing absent exigent circumstances. A timely filed complete hearing request filed by an person with standing to appeal shall be granted. If granted a hearing will be scheduled no sooner than 30 days after receipt of a timely and complete request for a hearing. The County Attorney's Office will ensure both parties are advised of the hearing date;

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2. The LRB may in its discretion hold the hearing electronically;
 3. The County shall be represented by the County Clerk or designated staff member and shall be advised and assisted at the hearing by the County Attorney or designated staff member;
 4. The County Clerk's Office shall prepare a written staff report or memorandum explaining the basis for the decision or action. The report shall be provided to the appellant, the LRB, and the County Attorney's Office no less than 10 calendar days prior to the hearing;
 5. Both parties, the County and the Appellant, may present visual aids or other exhibits at the hearing if in the judgement of the LRB, such items are relevant and helpful to resolving the issues presented by the appeal. A copy of any visual aid or exhibit not provided to the other party less than five (5) business days prior to the hearing shall be excluded from the hearing;
 6. All hearing shall be open to the public, but the LRB may in its discretion close the hearing to maintain order or security;
 7. The appellant shall bear the burden of establishing by a preponderance of evidence that the County Clerk's decision or action was illegal or not supported by substantial evidence.
 8. The LRB shall hear the arguments of the County and arguments and, if applicable, the sworn testimony of the appellant, consider the staff report. No other witnesses may be heard.

F. Decision on the Appeal: After hearing all the evidence and arguments, the LRB may consider the evidence in private. The board shall then render its decision in open meeting, by majority vote of the members present. The LRB may approve, deny, or modify the decision of the County Clerk. In the case of a revocation only, it shall issue a written decision within fifteen (15) business days after the hearing.

- J. The decision of the LRB with respect to a denial or a suspension is final and not appealable.
- K. Appeal of LRB Revocation: The decision of the LRB upholding a revocation of a Business License may be appealed to the county manager of Summit County by submitting an appeal in writing to the County Manager within fifteen (15) calendar days of issuance of the written decision. The written appeal may be no longer than five (5) type-written pages in 12 point font. The County Clerk may submit a response within 30 calendar days of receipt of the appeal.
- L. The county manager shall review the decision of the LRB only to determine the correctness of a decision of the LRB in its interpretation and application of this chapter. The County Manager's decision is not subject to appeal.

(Ord. 806, 6-12-2013)

3-1-10: CRIMINAL VIOLATION, ENFORCEMENT:

- A. Violations and Penalty: Violation of any provision of this chapter, including Engaging in Business without a License, as required by section 3-1-5, may be criminally charged as a Class B misdemeanor.
- B. Violations of any provision(s) of this chapter may be charged as separate offense for each and every day or portion thereof, any violation is committed, continued, or allowed to be committed or continue.
- C. In cases where a corporation would be punishable for a misdemeanor in violation of this chapter, such corporation is punishable by a fine not exceeding one thousand dollars (\$1,000.00).
- D. Nothing in this chapter, including administrative actions or orders, shall prevent a criminal prosecution for any violation of the provisions of this title, nor excuse or exempt any Person from the payment of any outstanding fees or fines owed under the provisions of this Code.

E. Law Enforcement Officers; Code Enforcement Officer; Authority:

1. All County code enforcement officers are empowered as provided in section 1-13-3 of this Code and specifically, to examine all places of Business for violations of this chapter, including examining Licenses for validity; and proper posting, as required by this chapter, and

i. enter any place of Business for which a License is required and demand the exhibition of a current License by any person engaged or employed in the conduct of such Business; and,

ii. if no License is produced, or the License is not properly displayed in compliance with this chapter, issue an administrative citation as provided in section 1-13-3.

2. A law enforcement officer shall have the same authority of a code enforcement officer and in addition, may:

issue a criminal citation to any person engaged or employed in the conduct of a Business required to be licensed with Failing to Properly Display a License, and/or Engaging in Business without a License or any other violation of any provisions of this chapter that threaten the health and safety of the public or an animal, as provided in Utah Code section 17-64-501(3)(e), or as subsequently amended.

F. Each day a violation of this chapter continues shall constitute a separate offense, unless otherwise prohibited.

G. Enforcement of Other County Ordinances: The grant or denial of a Business License shall in no way bind, waive, or alter the county's ability to enforce any other county ordinances where there is a violation of such. Estoppel shall not be a defense to such actions by the county when it is engaged in the process of enforcing compliance with its laws, regulations, ordinances, development codes and agreements in relation to the operation of any Business within the county. This section specifically allows, but is not limited to, the county's enforcement of conditional use and other permit rules, regulations, and laws.

(Ord. 806, 6-12-2013)

Snyderville Basin Recreation District

Operating Cost Projections

New Recreational Facilities: East Canyon & Silver Creek



The Community's Vision
for Recreation

Staff Report to the Summit County Council

Purpose

Project operating costs and revenue for **East Canyon** and **Silver Creek** using the existing Fieldhouse as a benchmark.

Identify what can be responsibly projected — and what portion of each facility requires a dedicated specialist estimate before finalizing operating budgets.

Benchmark: The Existing Fieldhouse

93.4%

Fieldhouse
Cost Recovery

24.8%

District Overall
Cost Recovery

26%

NRPA
Benchmark

74.6%

FH + Recreation
Combined

Facility Profile

- 87,000 SF total, open 101.5 hours/week
- Blended operating cost: \$25.66/SF/yr — a uniform building-wide allocation, not activity-based costing
- Blended revenue: \$23.96/SF/yr
- 14,141 memberships and 20,144 daily visits in 2025

Methodology

COMPARABLE SPACE

Courts, fitness, cardio, lobbies, admin — space types the Fieldhouse actually operates.

→ Interpolate using FH's \$/SF benchmark rates

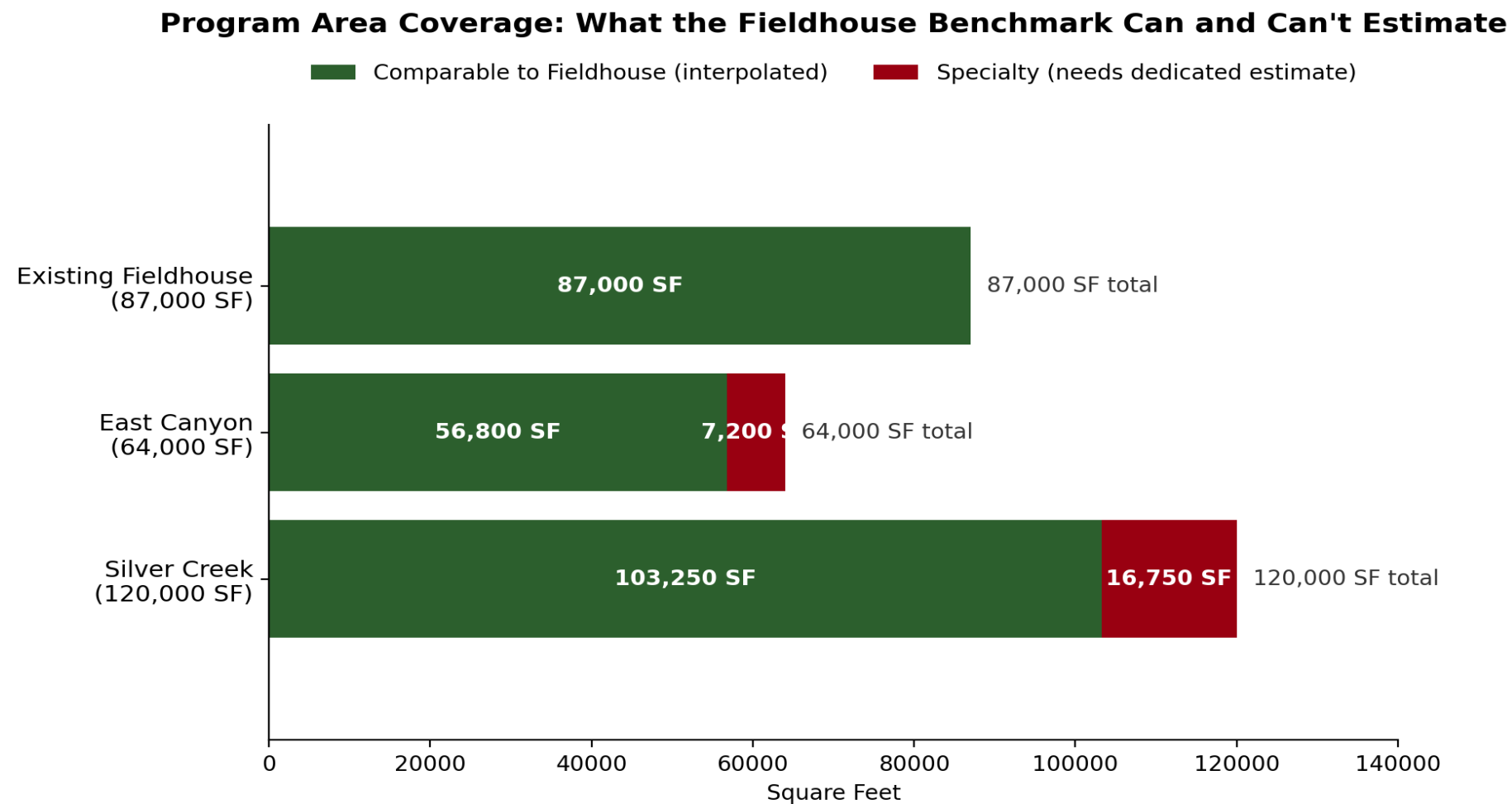
SPECIALTY SPACE

Pool, sauna, climbing/bouldering — no analog anywhere in the Fieldhouse.

→ Needs a dedicated specialist estimate

Extrapolating turf-and-court costs onto a natatorium or a climbing wall would produce a number that looks precise but isn't grounded in anything real — those spaces have entirely different cost drivers (water treatment and dehumidification HVAC for aquatics; rope/gear inspection and certified staffing for climbing).

Program Area Coverage



Green = interpolated from the Fieldhouse benchmark. Red = requires a dedicated specialist estimate.

Projected Cost & Revenue — Comparable Space

Facility	Comparable SF	Interpolated Cost	Interpolated Revenue
East Canyon	56,800 / 64,000 SF (89%)	\$1,457,491	\$1,361,018
Silver Creek	103,250 / 120,000 SF (86%)	\$2,649,400	\$2,474,034
Combined	160,050 SF	\$4,106,891	\$3,835,053

**Implied 93.4% cost recovery is mechanical (same rate applied to both cost & revenue) — not a projection. New facilities typically take 2–4 years to reach stabilized performance.*

Gaps Requiring a Dedicated Estimate

East Canyon

Climbing + Bouldering

7,200 SF

Rope/gear inspection, certified staffing, wall maintenance

Silver Creek

Indoor Rec + Lap Pool

16,200 SF

Water treatment, dehumidification HVAC, lifeguard staffing

Together, roughly 24,000 SF across both buildings — the exact programming that makes these facilities different from anything the District currently operates.

Cost Planning

Public-Private Partnership Opportunities for Climbing

Exploring a public-private partnership under which a qualified operator would design, equip, and operate the climbing facility as a concession.

- RFI Drafted
- 3 interested parties already contacted

Aquatics Not Designed

Without knowing what residents will choose for the amenity we can't put a cost to operations.

NRPA average \$500k-\$1.2M

Basin Recreation staff are available to answer questions.

Snyderville Basin Special Recreation District

2026 General Obligation Bond Election

Staff Report to the Summit County Council



The Community's Vision
for Recreation

Council Meeting — August 5, 2026

What's Being Asked of the Council

Basin Recreation is requesting that the Council **call a special bond election** for November 3, 2026.

This does NOT approve the bonds.

It places the question on the ballot for District voters to decide.

\$150M

MAXIMUM GENERAL OBLIGATION BONDS

Council action is procedural: it authorizes the question to go before voters, per the Local Government Bonding Act.

Background

1

Growing Need

Basin Recreation's Administrative Control Board identified the need for two new recreational facilities to serve the District's growing population.

- 2024 Strategic Action Plan
- 2026 Impact Fee Facility Plan

2

State Law Requirement

Because general obligation bonds are repaid with property taxes, Utah law requires voter approval before they can be issued.

3

Board's Request

The Board formally requested the Council call the election, since only the Council holds that authority under state law.

The Project

Bond proceeds would finance all or a portion of the costs of:

Facility #1: East Canyon

Construction of a new recreational facility to serve District residents.

- Cardio, Fitness and Weight Training
- Indoor Courts
- Multi-purpose space
- Climbing & Bouldering

Facility #2: Silver Creek Village

Construction of a second recreational facility and related amenities.

- Cardio, Fitness and Weight Training
- Indoor Field
- Camp Space
- Multi-purpose space
- Aquatics

Plus related site work, equipment, improvements, and costs of issuing the bonds.

Key Facts at a Glance

\$150M

Bond Amount
(not to exceed)

Nov 3, 2026

Election Date
(with general election)

20 yrs

Estimated
Repayment Term

Nov 17, 2026

Results
Canvassed

Bond Type: General Obligation Bonds

Secured by ad valorem property taxes levied on residents within the District — repayment is backed by property taxes, not District revenues or fees.

Timeline: Now Through the Election



Estimated Property Tax Impact — \$1.3M Home

Confirmed by Zions Public Finance, Inc. (20-year, preliminary as of 6/29/2026). The figure depends on which bond structure is chosen:

LEVEL AMORTIZATION

\$332.06

new bonds only (\$27.67/mo) — the ballot figure

WRAPPED AMORTIZATION

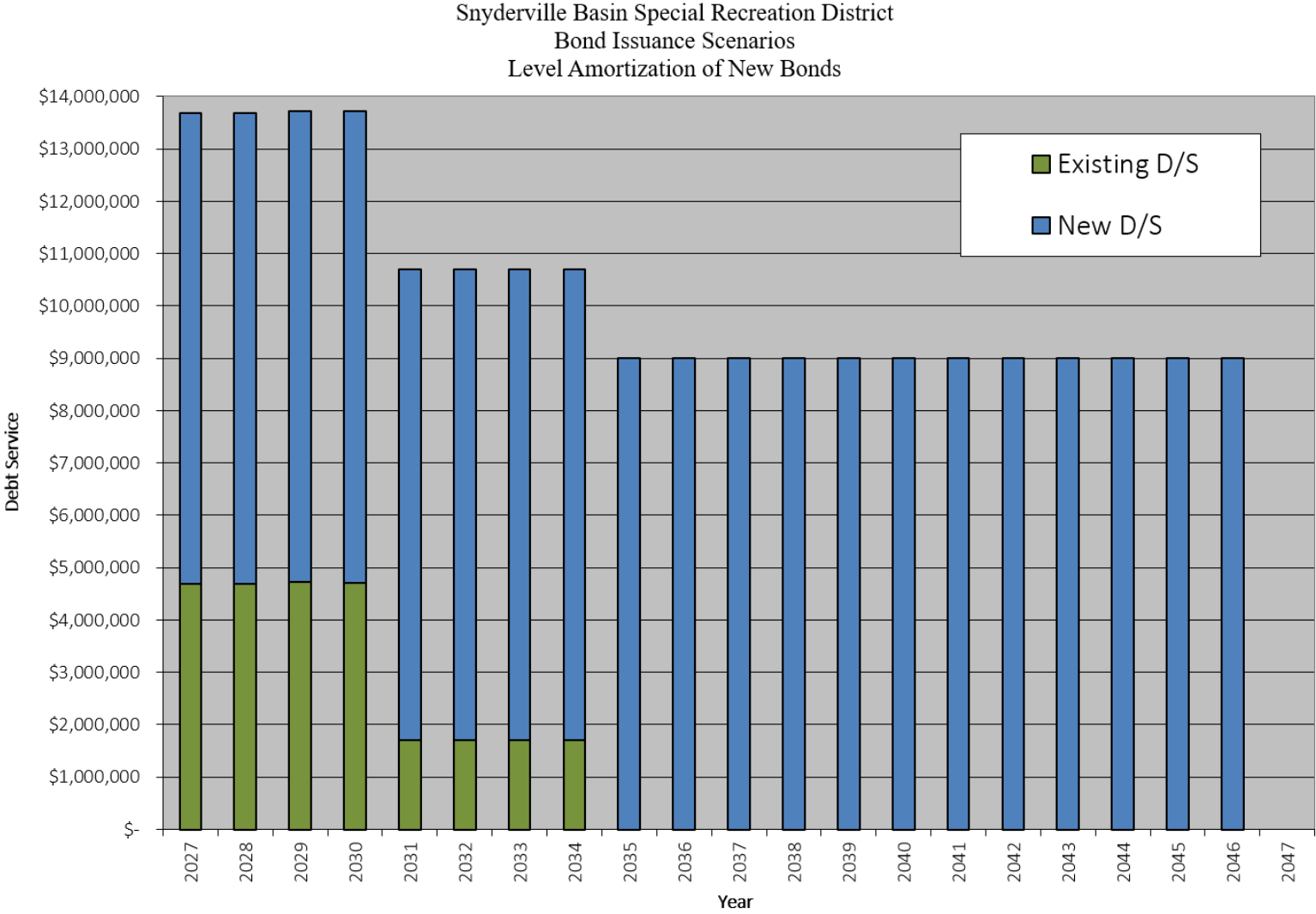
\$383.63

new bonds only (\$31.97/mo) — the ballot figure

Per \$100,000 of FMV — Primary Home: \$25.54/yr (Level) | Business: \$46.44/yr (Level)

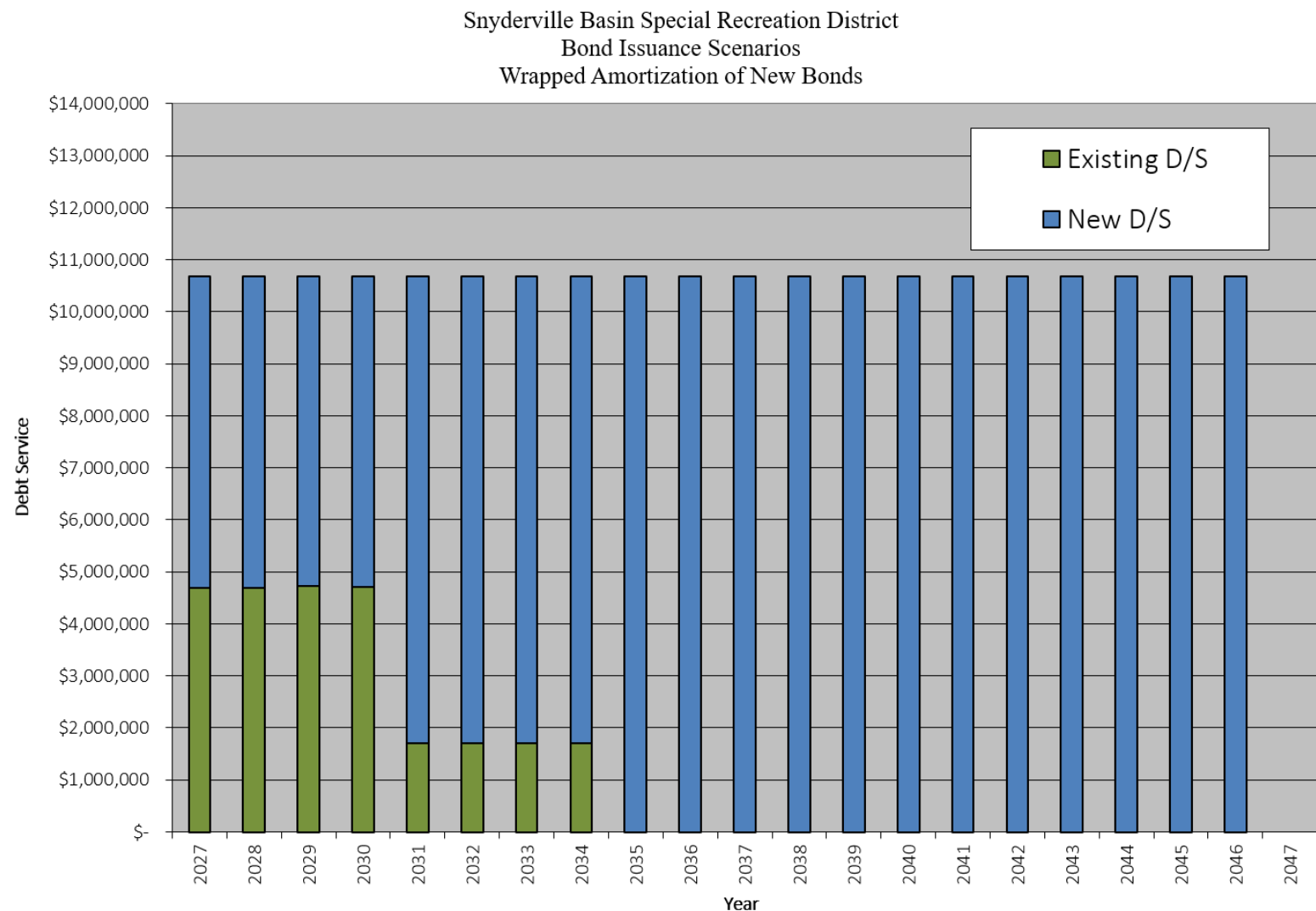
Reflects Utah's 45% primary residential exemption. Estimates only — not a limit on the amount the County may be required to levy.

Scenario 1: Level Amortization



Confirmed by Zions Public Finance, Inc. — 20-year, \$150M, preliminary as of 6/29/2026.

Scenario 2: Wrapped Amortization



Confirmed by Zions Public Finance, Inc. — 20-year, \$150M, preliminary as of 6/29/2026.

Requested Council Action

Adopt the Resolution Calling Bond Election

Calling a special bond election for November 3, 2026, to submit a proposition for up to \$150,000,000 in General Obligation Bonds to District voters.

This is procedural — it does not commit the County or District to issuing the bonds. That decision belongs to District voters this November.

Basin Recreation staff and legal counsel are available to answer questions.



SUMMIT COUNTY COUNCIL

Staff Report

Meeting Date:	August 5, 2026
Agenda Item:	Consideration and Adoption of a Resolution Calling a Special Bond Election for the Snyderville Basin Special Recreation District General Obligation Bonds
Prepared By:	Snyderville Basin Special Recreation District (“Basin Recreation” or “District”) and Zions Public Finance, Inc. (“ZPFI”)
Type of Action:	Legislative / Administrative — Approval Requested

Staff Recommendation

Staff recommends that the Summit County Council, acting as the governing body of the Snyderville Basin Special Recreation District for election purposes, adopt a resolution calling a special bond election. The election would ask District voters to approve the issuance of up to \$150,000,000 in general obligation bonds to fund two new recreational facilities and related improvements. Approval of the resolution does not itself approve the bonds; it places the question on the November 3, 2026 ballot for District voters to decide.

Background

Basin Recreation's Administrative Control Board identified a need for two additional recreational facilities to serve the growing District. Because the project would be funded in part with general obligation bonds — which are backed by property taxes within the District — Utah law requires voter approval before the bonds can be issued. The Board has formally requested that the Council call the election, since the Council, not the Board, holds that authority under state law.

What the Bonds Would Pay For

- Construction of two recreational facilities within the District
- Related site work, equipment, and improvements
- Costs of issuing the bonds themselves (legal, financial advisory, etc.)

Key Facts

Item	Detail
Bond amount	Not to exceed \$150,000,000
Bond type	General Obligation (backed by property taxes)
Election date	November 3, 2026 (same day as the general election)
Estimated repayment term	Up to 20 years
Estimated annual tax cost (median FMV home, 20-yr)	Depends on bond structure: \$332.06/yr (Level) or \$383.63/yr (Wrapped) on a \$1.3M home — see Bond Structuring section below

Item	Detail
Canvass (results certified)	November 17, 2026

What Happens Between Now and the Election

- Aug 5, 2026 — Council adopts the resolution calling the election
- Aug 20, 2026 — Deadline to notify the Lt. Governor's office the election is happening
- Public hearing — Council holds a hearing on the bonds and their potential impact on the private sector (date to be set; posted at least 14 days in advance)
- Voter information pamphlet — mailed to households with eligible voters 15–45 days before the election
- Arguments for/against — posted online for 30 days before the election, per state transparency law
- Nov 3, 2026 — Election Day (held together with the general election)
- Nov 17, 2026 — Council canvasses (certifies) the results

Public Notice Already Completed / Underway

- Notice of the Board's special meeting to approve requesting the election (posted 24+ hours in advance, plus direct notice to media outlets that have requested it)
- A 10-day public notice announcing that Basin Recreation intends to bring this item to the Council on August 5
- A future 14-day notice ahead of the Council's public hearing on the bonds' economic impact
- A 21-day notice of the election itself, posted in the District, on the County and District websites, and on the Utah Public Notice Website

Bond Structuring Decision: Level vs. Wrapped Amortization

Beyond calling the election, the District and its financial team are weighing how to schedule payments on the new bonds relative to the existing 2015A/2015B and 2017 bonds already outstanding. This choice does not just change what homeowners pay in total — it also changes the number that appears on the ballot itself, since that figure reflects the new bonds' own amortization schedule.

Confirmed Figures — Zions Public Finance, Inc. (\$150 Million, 20-Year Term, dated 7/30/2026, rates as of 6/29/2026)

Impact of New Authorization — the new bonds standing alone. This is the figure disclosed on the ballot, and it differs by structure:

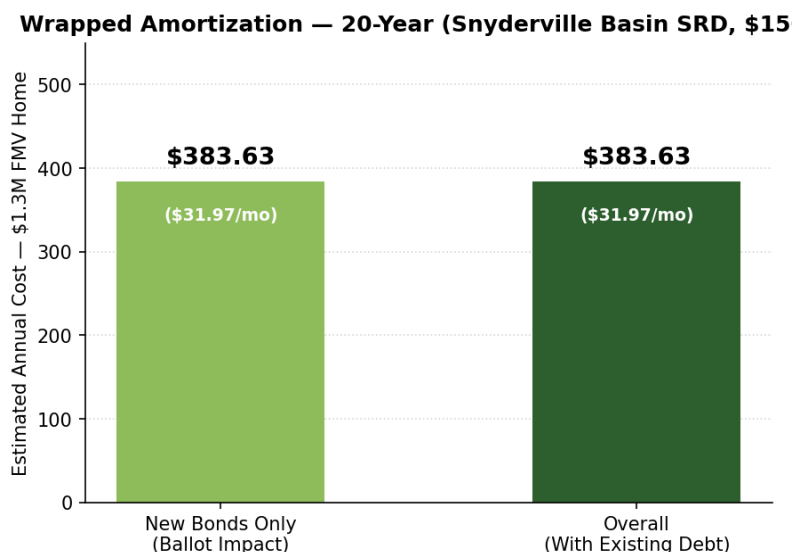
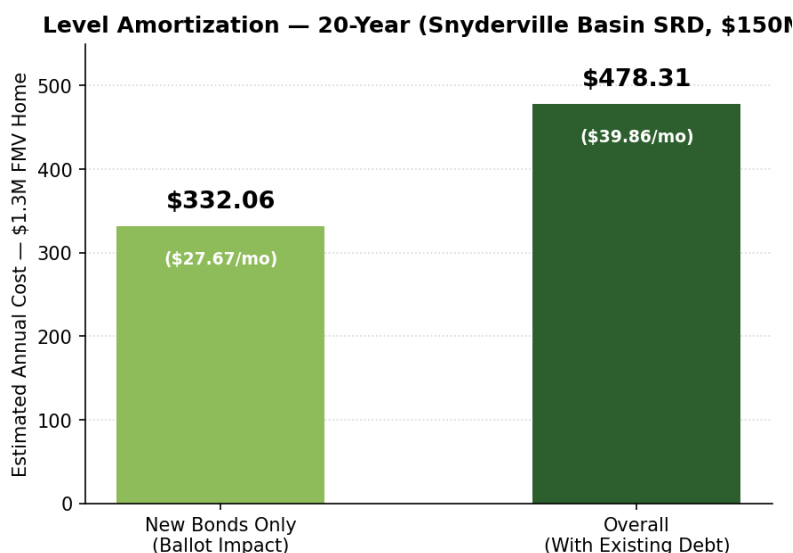
Structure	\$1.3M Home (Ann. / Mo.)	\$1.3M Business (Ann. / Mo.)	\$100k Home (Ann. / Mo.)	\$100k Business (Ann. / Mo.)
Level	\$332.06 / \$27.67	\$603.74 / \$50.31	\$25.54 / \$2.13	\$46.44 / \$3.87
Wrapped	\$383.63 / \$31.97	\$697.51 / \$58.13	\$29.51 / \$2.46	\$53.65 / \$4.47

Overall Impact with Existing Debt — what a homeowner actually pays in total, including the District's existing 2015/2017 bonds:

Structure	\$1.3M Home (Ann. / Mo.)	\$1.3M Business (Ann. / Mo.)	\$100k Home (Ann. / Mo.)	\$100k Business (Ann. / Mo.)
Level	\$478.31 / \$39.86	\$869.65 / \$72.47	\$36.79 / \$3.07	\$66.90 / \$5.57

Structure	\$1.3M Home (Ann. / Mo.)	\$1.3M Business (Ann. / Mo.)	\$100k Home (Ann. / Mo.)	\$100k Business (Ann. / Mo.)
Wrapped	\$383.63 / \$31.97	\$697.51 / \$58.13	\$29.51 / \$2.46	\$53.65 / \$4.47

Under the Wrapped structure, the combined (new-plus-existing) total is engineered to stay essentially flat, so the “overall” figure above matches the ballot figure. Under Level, the new bonds carry their own constant payment on top of existing debt still being retired, so the combined total (\$478.31) runs well above the ballot figure (\$332.06) until the older bonds roll off.



Source: Zions Public Finance, Inc., \$150 Million Tax Impact Analysis, dated 7/30/2026, based on rates as of 6/29/2026 — 20-year authorization.

Why the \$700k and \$1.3M Figures Looked Inconsistent

Utah's primary residential exemption excludes 45% of a home's fair market value (FMV) from property tax, so a home's taxable value is 55% of its FMV. All figures in this report are stated in FMV terms, since that's the number residents recognize.

What's Driving the Difference

- The 2015A/2015B bonds carry low rates and don't generate refinancing savings today.
- The 2017 bonds (4% coupon) can't be refinanced until December 15, 2027; the District's existing debt service continues at roughly \$4.7 million/year through 2034, then rolls off.
- Level amortization gives the new \$150M bonds their own flat payment (about \$10.7 million/year) on top of the existing debt — that combination is why the ballot figure is lower (\$332.06/yr on a \$1.3M home) but the combined total is markedly higher (\$478.31/yr) while the older bonds are still outstanding, through 2034.
- Wrapped amortization defers new-bond principal so payments are lower in the early years and rise later, holding the combined total (new plus existing) essentially flat at roughly \$12.37 million/year for the full 20 years — which is why its ballot figure (\$383.63/yr) is actually higher than Level's on its own, but its overall total does not spike the way Level's does.
- The tradeoff: Wrapping costs the District about \$7.7 million more in total interest over the 20-year term (\$81.5 million vs. \$73.7 million for Level), because principal repayment is pushed later in the schedule.

The Messaging Question

The confirmed analysis shows the two structures do not simply trade off — they cut in opposite directions. Level shows the lower number on the ballot itself (\$332.06 vs. \$383.63), which may read better to voters at first glance, but produces the higher real total tax bill through 2034 (\$478.31 vs. \$383.63) while the District's existing debt is still outstanding. Wrapped shows a higher ballot number but keeps the combined total flat and lower during that same period, at a cost of roughly \$7.7 million in additional interest paid over the life of the bonds. Staff should discuss with the Board and Brian Baker at Zions Public Finance which tradeoff — a lower ballot number vs. a lower near-term total tax bill vs. lower total interest cost — the District wants to prioritize before a structure is finalized; the resolution calling the election does not itself lock in a structure.

Fiscal Impact to the County

Adoption of the resolution does not itself impose any tax, obligate County funds, or amend the County budget. The resolution places the bond question before District voters; the bonds may be issued only if approved at the November 3, 2026 election, and any resulting property tax impact falls on property within the District's service area, not on County funds generally.

Bottom Line for the Council

The August 5 action is procedural but required: it formally puts the bond question in front of District voters this November. It does not commit the Council or County to the bonds — that decision rests with the voters. Staff and Basin Recreation representatives will be present to answer questions and walk through the attached resolution.

Attachments

- Attachment A: Draft Resolution Calling a Special Bond Election for the Snyderville Basin Special Recreation District General Obligation Bonds
- Attachment B: Basin Recreation Administrative Control Board Request to Call Election
- Attachment C: Zions Public Finance, Inc. \$150 Million Tax Impact Analysis — 20-Year Level Amortization (7/30/2026)
- Attachment D: Zions Public Finance, Inc. \$150 Million Tax Impact Analysis — 20-Year Wrap Amortization (7/30/2026)

Suggested Motion

“I move that the Summit County Council, acting as the governing body of the Snyderville Basin Special Recreation District for election purposes, adopt the resolution calling a special bond election on November 3, 2026, to submit to District voters the question of issuing up to \$150,000,000 in general obligation bonds.”

Park City, Utah

August 5, 2026

The County Council of Summit County, Utah (the “Council”), acting as the governing body of the Snyderville Basin Special Recreation District (the “District”) met in regular public session at 1885 W. Ute Blvd., Park City, Utah, on August 5, 2026, at the hour of 6:00 p.m., with the following members of the Council being present:

Canice Harte	Chair
Roger Armstrong	Vice Chair
Tonja Hanson	Council Member
Megan McKenna	Council Member
Chris Robinson	Council Member

Also present:

Shayne Scott	County Manager
Malena Stevens	County Clerk
Dave Thomas	Chief Deputy County Attorney

Absent:

After the meeting had been duly called to order and after other matters not pertinent to this resolution had been discussed, the County Clerk presented to the Council a Certificate of Compliance With Open Meeting Law with respect to this August 5, 2026 meeting, a copy of which is attached hereto as Exhibit A.

The following Resolution was then introduced in written form, was fully discussed, and pursuant to motion duly made by Councilmember [REDACTED] and seconded by Councilmember [REDACTED], was adopted by the following vote:

AYE:

NAY:

The resolution is as follows:

RESOLUTION NO.

A RESOLUTION PROVIDING FOR A SPECIAL BOND ELECTION TO BE HELD ON NOVEMBER 3, 2026, FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF SNYDERVILLE BASIN SPECIAL RECREATION DISTRICT, SUMMIT COUNTY, UTAH (THE “DISTRICT”), A PROPOSITION REGARDING THE ISSUANCE OF NOT TO EXCEED \$150,000,000 GENERAL OBLIGATION BONDS FOR THE PURPOSE OF FINANCING ALL OR A PORTION OF THE COSTS OF CONSTRUCTING TWO RECREATIONAL FACILITIES AND RELATED IMPROVEMENTS; PROVIDING FOR THE POSTING OF A NOTICE OF PUBLIC HEARING; APPROVING THE FORM OF AND DIRECTING THE POSTING OF A NOTICE OF ELECTION AND THE BALLOT PROPOSITION; AND RELATED MATTERS.

WHEREAS, the Administrative Control Board of the Snyderville Basin Special Recreation District, Summit County, Utah (the “District”), has requested that the County Council of Summit County (the “Council”) acting as the governing body of the District for elections call a special bond election within the District on November 3, 2026, to authorize the issuance of General Obligation Bonds (the “Bonds”) in the total principal amount of up to \$150,000,000 and to levy a tax to pay the same to finance all or a portion of the costs of constructing two recreational facilities and related improvements (collectively, the “Project”); and

WHEREAS, the Council desires to submit a proposition concerning the issuance of the Bonds to the vote of the qualified electors of the District pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended, the applicable provisions of the Utah Election Code, Title 20A, Utah Code Annotated 1953, as amended, and the Transparency of Ballot Propositions Act, Title 59, Chapter 1, Part 16, Utah Code Annotated 1953, as amended (collectively, the “Act”);

NOW, THEREFORE, it is hereby resolved by the County Council of Summit County, Utah, acting as the governing body of the Snyderville Basin Special Recreation District, Summit County, Utah, as follows:

Section 1. Definition of Terms. The terms defined or described in the recitals hereto shall have the same meaning when used in the body of this Resolution.

Section 2. Election Call. On November 3, 2026, there shall be held in the District a special bond election (the “Bond Election”), between the hours of 7:00 a.m. and 8:00 p.m., at which there shall be submitted to the qualified electors of the District the proposition appearing in the ballot proposition portion of the Notice of Election as substantially set out in Section 6 hereof (as may be appropriately and legally updated, modified, corrected or completed).

Section 3. Voting Places and Election Judges. For purposes of the Bond Election, the voting methods, the voting precincts, the voting places, the election judges, alternate judges and poll workers to serve at said voting places shall be the same as those established for the general election held that day.

Section 4. Authorization and Reimbursement of Expenses. The Bond Election shall be conducted and the registration therefore shall be governed in conformity with the laws of the State of Utah, including particularly the Act, and the officials of Summit County, Utah (the “County”) and the District, as applicable, shall and are hereby authorized and directed to perform and do all things necessary to the proper calling and conduct of the Bond Election and the canvass of the results thereof.

In the event the proposition for the Bonds is approved at the Bond Election, the District reasonably expects to reimburse itself from proceeds of debt to be incurred by the District for any capital expenditures advanced for the acquisition and construction of the improvements herein described in a principal amount of not more than \$150,000,000.

Section 5. Public Hearing. The Council shall hold a public hearing on [September 9], 2026 to receive input from the public with respect to (a) the issuance of the Bonds and (b) the potential economic impact that the improvements, facilities, or properties to be financed in whole or in part with proceeds of the Bonds will have on the private sector, which hearing date shall not be less than fourteen (14) days after notice of the public hearing is first posted and shall not be sooner than thirty (30) days or later than five (5) business days before the first posting of the Notice of Election as described in this Resolution, such notice to be posted (i) on the Utah Public Meeting Notice Website created under Section 63A-16-601, Utah Code Annotated 1953, as amended, (ii) on the County’s official website and District’s official website and (iii) in a public location within the District that is reasonably likely to be seen by residents of the District. The “Notice of Public Hearing” shall be in substantially the following form:

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended, that on August 5, 2026, the County Council (the “Council”) of Summit County, Utah (the “County”), acting as the governing body of the Snyderville Basin Special Recreation District, Summit County, Utah, (the “District”), adopted a resolution (the “Resolution”) in which it authorized the calling of an election (the “Election”) concerning a proposition for the issuance of the District’s General Obligation Bonds (the “Bonds”) and called a public hearing to receive input from the public with respect to (a) the issuance of the Bonds and (b) any potential economic impact that the improvements, facilities or properties financed in whole or in part with the proceeds of the Bonds (see below) may have on the private sector.

TIME, PLACE, AND LOCATION OF PUBLIC HEARING

The Council shall hold a public hearing on [September 9], 2026, at the hour of 6:00 p.m. at [REDACTED]. All members of the public are invited to attend and participate.

PURPOSE FOR ISSUING THE BONDS, MAXIMUM AMOUNT AND SECURITY

The Bonds are to be issued in the aggregate principal amount of not to exceed \$150,000,000 for the purpose of financing all or a portion of the costs of constructing two recreational facilities and related improvements and paying costs of issuance of the Bonds. The Bonds shall be secured by ad valorem property taxes levied by the County on residents within the District to the extent authorized by law.

The Bonds may be issued in one or more series and be sold from time to time, all as the Council may determine.

DATED this August 5, 2026.

/s/ Malena Stevens
County Clerk

(To be posted no less than 14 days before the public hearing.)

Section 6. Notice of Election. In accordance with Section 11-14-202 of the Act, a notice of the Bond Election shall be (i) posted in a place within the boundaries of the District that is most likely to give notice to the voters within the District's bounds (the "Location"), at least 21 days before the Bond Election, (ii) posted on the Utah Public Meeting Notice website (<http://pmn.utah.gov>) for three weeks before the Bond Election and (iii) posted on the District's and County's official website for at least three weeks before the Bond Election. The Council directs the Election Officer (defined herein) to select the Location meeting this criteria.

In addition, the Election Officer (defined herein) is to (i) publish the sample ballot before the election as required in Section 20A-5-405 of the Act and (ii) publish notice of and perform the election voting device and tabulation equipment test procedures as required by Section 20A-4-104 of the Act.

The Bond Election notice shall be given in substantially the following form (with such completion, amendments, updates, changes, additions or alterations as may be required to conform such notices to the Act (including amendments thereto prior to such posting) and actual election information or calendar items to be confirmed prior to the posting of such notice):

ELECTION NOTICE

To all qualified electors of the Snyderville Basin Special Recreation District, Summit County, Utah:

Take notice that on November 3, 2026 between the hours of 7:00 a.m. and 8:00 p.m., a special bond election (the “Bond Election”) will be held in the Snyderville Basin Special Recreation District, Summit County, Utah (the “District”) in conjunction with the general election to be held that day.

Information regarding polling places for each voting precinct, each early voting polling place, and each election day voting center, including changes to the location of a polling place and the location of an additional polling place, may be found at the Statewide Electronic Voter Information Website at vote.utah.gov or at the Summit County Clerk’s Website at <https://www.summitcountyutah.gov/270/Clerk> or at the District’s Website at <https://www.basinrecreationutah.gov/>.

To obtain information regarding the location of a polling place, voters may also call 435-336-3204.

The Election will be held for the purpose of submitting the following ballot proposition:

OFFICIAL BALLOT PROPOSITION FOR THE
SNYDERVILLE BASIN SPECIAL RECREATION DISTRICT, SUMMIT COUNTY, UTAH
SPECIAL BOND ELECTION

NOVEMBER 3, 2026

/s/ Malena Stevens
County Clerk

PROPOSITION

Shall the Snyderville Basin Special Recreation District (the “District”), of Summit County, Utah (the “County”) be authorized to issue General Obligation Bonds in an amount not to exceed One Hundred Fifty Million Dollars (\$150,000,000) (the “Bonds”) for the purpose of financing all or a portion of the costs of constructing two recreational facilities and related improvements; said Bonds to be due and payable in not to exceed twenty (20) years from the date of issuance of the Bonds?

Property Tax Cost of Bonds: If the Bonds are issued as planned a property tax sufficient to pay debt service on the Bonds will be required over a period of twenty (20) years in the estimated average amount of \$[332.06] per year on a [\$1,300,000] primary residence and in the estimated amount of [\$603.75] per year on a business property having the same value.

The District has other outstanding bonds for which a tax decrease would occur upon the retirement of such bonds which may not occur if the proposed Bonds are issued.

The foregoing information is only an estimate and is not a limit on the amount of taxes that the County may be required to levy to pay debt service on the Bonds. The Summit County Council is obligated to levy taxes to the extent provided by law in order to pay the Bonds. The amounts are based on various assumptions and estimates, including estimated debt service on the Bonds and taxable values of property within the District.

FOR THE ISSUANCE OF BONDS (YES)

☐

AGAINST THE ISSUANCE OF BONDS (NO)

☐

Pursuant to applicable provisions of Utah State law, the period allowed for any contest of the Bond Election shall end forty (40) days after November 17, 2026 (the date on which the returns of the Bond Election are to be canvassed and the results thereof declared). No such contest shall be maintained unless a complaint meeting the requirements of applicable law is filed with the Clerk of the District Court of Summit County within the prescribed forty (40) day period.

GIVEN by order of the County Council of Summit County, Utah.

By: /s/ Canice Harte
Chair

ATTEST:

By: /s/ Malena Stevens
County Clerk

Section 7. Mailing of Voter Information Pamphlet. The Council hereby directs the County Clerk of Summit County, Utah (the “County Clerk”) to mail at least fifteen (15) but not more than forty-five (45) days before the scheduled Bond Election, a voter information pamphlet or a notice printed on a postage prepaid, preaddressed return form that a person may use to request delivery of a voter information pamphlet by mail, to each household with a registered voter who is eligible to vote on the Bonds. Said voter information pamphlet shall include, in the following order: (a) the date of the Bond Election, (b) the hours during which the polls will be open, (c) the address of the Statewide Electronic Voter Information Website and, if available, the address of Summit County Clerk’s official website, with a statement indicating that the Election Officer will post on the official website the location of each polling place for each voting precinct, each early voting polling place, and each election day voting center, including any changes to the location of a polling place and the location of an additional polling place; (d) a phone number that a voter may call to obtain information regarding the location of a polling place; (e) the title and text of the ballot proposition, and (f) an explanation of the property tax impact, if any, of the issuance of the Bonds which may be based upon information the District determines to be useful, including (i) expected debt service on the Bonds to be issued, (ii) a description of the purpose, remaining principal balance, and maturity date on any outstanding general obligation bonds of the District, (iii) funds other than property taxes available to pay debt service on general obligation bonds, (iv) timing of expenditure of Bond proceeds, (v) property values and (vi) any additional information the Council determines may be useful to explain the property tax impact of issuance of the Bonds.

Section 8. Compliance with the Transparency of Ballot Propositions Act, Title 59, Chapter 1, Part 16, Utah Code Annotated 1953, as amended. The Council hereby directs the County Clerk to comply with the requirements of the Transparency of Ballot Propositions Act, Title 59, Chapter 1, Part 16, Utah Code Annotated 1953, as amended and shall post the arguments and rebuttal arguments as required by such act on the Statewide Electronic Voter Information Website as described in Section 20A-7-801, Utah Code Annotated 1953, as amended, for thirty (30) consecutive days before the Bond Election. The County Clerk shall further post all arguments and rebuttal arguments in a prominent place on the County’s official website and on the District’s website for thirty (30) consecutive days before the Bond Election. If the County or the District has a newsletter published between finalization of the arguments and rebuttal arguments and the date of the Bond Election, each shall further post arguments and rebuttal arguments in such respective newsletter. When posting the argument and rebuttal argument, the County Clerk shall ensure that: (a) a rebuttal argument is posted in the same manner as a direct argument; (b) each rebuttal argument follows immediately after the direct argument that it seeks to rebut; and (c) information regarding the public meeting (described in the next sentence), follows immediately after the posted arguments, including the date, time, and place of the public meeting. The Council shall conduct a public meeting on [October 7], 2026, a date which is no more than forty-five (45), but at least four (4), days before the Bond Election, beginning at the hour of [REDACTED] p.m. at [REDACTED]. The purpose of the meeting is to hear arguments for and against the issuance of the Bonds. Information regarding this public meeting shall follow immediately after the posted arguments set forth on the Statewide Electronic Voter Information Website and the County’s official website described herein. Within three days following the public meeting, the County Clerk will post a digital audio recording of the meeting on its official website and at the primary office of the County as well as the District’s official website and at the primary office of the District.

Section 9. Election Supplies and Ballots. The ballots to be used at the Bond Election shall comply in all respects with the requirements of the Act at the time of the Bond Election, including, but not limited to, Title 20A, Chapter 6 and Section 11-14-206 of the Act, and the proposition and election instructions with respect to the Bond Election shall be in substantially the form contained in the Election Notice set forth in Section 6 hereof.

Section 10. Appointment of Election Officer. Pursuant to Sections 20A-1-102 and 20A-5-400.5 of the Act, the County Clerk of Summit County will act as the election officer (the "Election Officer"). Other officials of the District are hereby directed and authorized to coordinate with the Election Officer as required for the Bond Election. The Election Officer shall be authorized and directed to give appropriate notices as required by the Act.

Section 11. Canvass. The ballots shall be counted and the results delivered to the District in accordance with the procedures of Title 20A, Chapter 4, of the Act. The Council shall meet as a Board of Canvassers no sooner than seven (7) nor later than fourteen (14) days after the date of said election, currently set for Wednesday, November 17, 2026, at [REDACTED] p.m., at the regular meeting place of the Council in Summit County, Utah, and if the majority of the votes cast at the Bond Election are in favor of the propositions submitted, then the County Clerk shall cause an entry of that fact to be made upon its minutes. Thereupon the Council shall be authorized and directed to issue such Bonds.

Section 12. Severability. It is hereby declared that all parts of this resolution are severable, and if any section, clause, or provision of this resolution shall, for any reason, be held to be invalid or unenforceable, the invalidity or unenforceability of any such section, clause, or provision shall not affect the remaining sections, clauses, or provisions of this resolution.

Section 13. Conflict. All resolutions, orders, and regulations or parts thereof heretofore adopted or passed which are in conflict herewith are, to the extent of such conflict, hereby repealed. This repealer shall not be construed so as to revive any resolution, order, regulation, or part thereof heretofore repealed.

Section 14. Captions. The headings herein are for convenience of reference only and in no way define, limit, or describe the scope or intent of any provisions or sections of this resolution.

Section 15. Recording of Resolution; Effective Date; Notice to Lieutenant Governor and Election Officer. Immediately after its adoption, this Resolution shall be signed by the Chair and County Clerk, shall be recorded in a book for that purpose, and shall take immediate effect. The County Clerk shall immediately furnish a certified copy of this Resolution to the Lieutenant Governor in accordance with Section 11-14-201 of the Act by no later than August 20, 2026, a date at least 75 days before the Bond Election.

Section 16. Further Authority. The Council hereby authorizes the County Clerk to make changes to any notice or the ballot proposition described herein to complete the same, cure any ambiguity or defect therein or to make any other changes to such notice or ballot proposition as may be required or allowed by the laws of the State of Utah.

PASSED AND APPROVED this August 5, 2026.

(SEAL)

By: _____
Chair

ATTEST:

By: _____
County Clerk

Pursuant to motion duly made and seconded, the meeting was adjourned.

(SEAL)

By: _____
Chair

ATTEST:

By: _____
County Clerk

STATE OF UTAH)
 : ss.
COUNTY OF SUMMIT)

I, Malena Stevens, hereby certify that:

(a) I am the duly qualified and acting County Clerk of Summit County, Utah (the “County”);

(b) the above and foregoing constitutes a true and correct copy of a portion of the minutes of a regular meeting of the County Council of Summit County, Utah, including a resolution adopted at said meeting held on August 5, 2026, as said minutes and resolution are officially of record in my possession;

(c) a certified copy of the within Resolution will be filed with the Lt. Governor and the Summit County Clerk, as Election Officer, as described herein;

(d) the Resolution, with all exhibits attached, was deposited in my office on August 5, 2026;

(e) pursuant to the Resolution, a Notice of Public Hearing will be posted on the Utah Public Notice website (<http://pmn.utah.gov>) no less than 14 days prior to the Public Hearing; and

(f) pursuant to the Resolution, an Election Notice will be (i) posted in the Location determined by the Council in the foregoing resolution, (ii) posted on the Utah Public Meeting Notice website (<http://pmn.utah.gov>) and (iii) posted on the County’s and the Snyderville Basin Special Recreation District’s official website, with each such posting being at least three weeks before the Bond Election.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature and affixed the seal of Summit County, Utah, this August 5, 2026.

(SEAL)

By: _____
County Clerk

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, Malena Stevens, the undersigned County Clerk of Summit County, Utah (the “County”), do hereby certify that I gave written public notice of the agenda, date, time and place of the regular meeting held by the County Council (the “Council”) on August 5, 2026, not less than 24 hours in advance of the meeting. The public notice was given in compliance with the requirements of the Utah Open and Public Meetings Act, Section 52-4-202, Utah Code Annotated 1953, as amended, by:

- (a) Causing a Notice, in the form attached hereto as Schedule 1 (the “Notice”), to be posted at the County’s principal offices at least twenty-four (24) hours prior to the convening of the meeting;
- (b) Causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted on the County’s official website at least twenty-four (24) hours prior to the convening of the meeting; and
- (c) Causing a copy of such Notice to be posted on the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2026 Annual Meeting Schedule for the County (attached hereto as Schedule 2) (the “Annual Notice”) was given specifying the date, time and place of the regular meetings of the County Council to be held during the year, by causing said Annual Notice to be (i) posted in December 2025 at the principal office of said Council, (ii) posted on the Utah Public Notice Website (<http://pmn.utah.gov>) and (iii) posted on the County’s official website.

IN WITNESS WHEREOF, I have hereunto subscribed my signature and impressed hereon the official seal of the Council this August 5, 2026.

(SEAL)

By: _____
County Clerk

SCHEDULE 1

NOTICE OF MEETING

SCHEDULE 2

NOTICE OF ANNUAL MEETING SCHEDULE

Snyderville Basin Special Recreation District
\$125 and \$150 Million General Obligation Bond Authorization Comparison
Tax Impact Analysis Scenario Summary
New Bonds Level Over Existing Bonds

Impact of New Authorization								
Authorization Amount	Impact per \$1,300k FMV (Primary Home)		Impact per \$1,300k FMV (Business)		Impact per \$100k FMV (Primary Home)		Impact per \$100k FMV (Business)	
	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly
\$150 Million	\$332.06	\$27.67	\$603.74	\$50.31	\$25.54	\$2.13	\$46.44	\$3.87

Overall Impact with Existing Debt								
Authorization Amount	Impact per \$1,300k FMV (Primary Home)		Impact per \$1,300k FMV (Business)		Impact per \$100k FMV (Primary Home)		Impact per \$100k FMV (Business)	
	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly
\$150 Million	\$478.31	\$39.86	\$869.65	\$72.47	\$36.79	\$3.07	\$66.90	\$5.57

Preliminary, based on rates as of 6/29/2026



ZIONS PUBLIC FINANCE, INC.

Snyderville Basin Special Recreation District

\$150 Million General Obligation Bond Authorization

Tax Impact Analysis Summary

20-Year Level Amortization

\$140,425,000

General Obligation Bonds

Calendar

Series 2027

Year	Principal	Interest	Total P+I	Existing D/S	Total D/S
2027	\$ 5,790,000	\$ 4,918,430	\$ 10,708,430	\$ 4,684,975	\$ 15,393,405
2028	4,440,000	6,268,406	10,708,406	4,687,850	15,396,256
2029	4,660,000	6,046,406	10,706,406	4,722,300	15,428,706
2030	4,895,000	5,813,406	10,708,406	4,717,900	15,426,306
2031	5,140,000	5,568,656	10,708,656	1,697,900	12,406,556
2032	5,395,000	5,311,656	10,706,656	1,697,750	12,404,406
2033	5,665,000	5,041,906	10,706,906	1,696,250	12,403,156
2034	5,950,000	4,758,656	10,708,656	1,696,406	12,405,063
2035	6,250,000	4,461,156	10,711,156		10,711,156
2036	6,560,000	4,148,656	10,708,656		10,708,656
2037	6,890,000	3,820,656	10,710,656		10,710,656
2038	7,230,000	3,476,156	10,706,156		10,706,156
2039	7,595,000	3,114,656	10,709,656		10,709,656
2040	7,975,000	2,734,906	10,709,906		10,709,906
2041	8,370,000	2,336,156	10,706,156		10,706,156
2042	8,790,000	1,917,656	10,707,656		10,707,656
2043	9,145,000	1,566,056	10,711,056		10,711,056
2044	9,510,000	1,200,256	10,710,256		10,710,256
2045	9,890,000	819,856	10,709,856		10,709,856
2046	10,285,000	424,256	10,709,256		10,709,256
Total	\$ 140,425,000	\$ 73,747,949	\$ 214,172,949	25,601,331	\$ 239,774,280

Tax Impact Summary		Overall Impact
2026 Collected Taxable Valuation	\$23,063,740,849	\$23,063,740,849
Maximum Debt Service	\$10,711,156	\$15,428,706
Tax Rate Levy on Max Debt Service	0.000464	0.000669
Annual Impact		
Per \$1,300,000 FMV (Primary Home)	\$332.06	\$478.31
Per \$1,300,000 FMV (Business)	\$603.74	\$869.65
Per \$100,000 FMV (Primary Home)	\$25.54	\$36.79
Per \$100,000 FMV (Business)	\$46.44	\$66.90
Monthly Impact		
Per \$1,300,000 FMV (Primary Home)	\$27.67	\$39.86
Per \$1,300,000 FMV (Business)	\$50.31	\$72.47
Per \$100,000 FMV (Primary Home)	\$2.13	\$3.07
Per \$100,000 FMV (Business)	\$3.87	\$5.57



ZIONS PUBLIC FINANCE, INC.

Snyderville Basin Special Recreation District
\$125 and \$150 Million General Obligation Bond Authorization Comparison
Tax Impact Analysis Scenario Summary
New Bonds Wrapped Around Existing Bonds

Impact of New Authorization								
Authorization Amount	Impact per \$1,300k FMV (Primary Home)		Impact per \$1,300k FMV (Business)		Impact per \$100k FMV (Primary Home)		Impact per \$100k FMV (Business)	
	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly
\$150 Million	\$383.63	\$31.97	\$697.51	\$58.13	\$29.51	\$2.46	\$53.65	\$4.47

Overall Impact with Existing Debt								
Authorization Amount	Impact per \$1,300k FMV (Primary Home)		Impact per \$1,300k FMV (Business)		Impact per \$100k FMV (Primary Home)		Impact per \$100k FMV (Business)	
	Annual	Monthly	Annual	Monthly	Annual	Monthly	Annual	Monthly
\$150 Million	\$383.63	\$31.97	\$697.51	\$58.13	\$29.51	\$2.46	\$53.65	\$4.47

Preliminary, based on rates as of 6/29/2026



ZIONS PUBLIC FINANCE, INC.

Snyderville Basin Special Recreation District

\$150 Million General Obligation Bond Authorization

Tax Impact Analysis Summary

20-Year Wrap Amortization

\$140,365,000

General Obligation Bonds

Calendar

Series 2027

Year	Principal	Interest	Total P+I	Existing D/S	Total D/S
2027	\$ 2,825,000	\$ 4,862,250	\$ 7,687,250	\$ 4,684,975	\$ 12,372,225
2028	1,345,000	6,341,750	7,686,750	4,687,850	12,374,600
2029	1,375,000	6,274,500	7,649,500	4,722,300	12,371,800
2030	1,450,000	6,205,750	7,655,750	4,717,900	12,373,650
2031	4,540,000	6,133,250	10,673,250	1,697,900	12,371,150
2032	4,770,000	5,906,250	10,676,250	1,697,750	12,374,000
2033	5,010,000	5,667,750	10,677,750	1,696,250	12,374,000
2034	5,260,000	5,417,250	10,677,250	1,696,406	12,373,656
2035	7,220,000	5,154,250	12,374,250		12,374,250
2036	7,580,000	4,793,250	12,373,250		12,373,250
2037	7,960,000	4,414,250	12,374,250		12,374,250
2038	8,355,000	4,016,250	12,371,250		12,371,250
2039	8,775,000	3,598,500	12,373,500		12,373,500
2040	9,215,000	3,159,750	12,374,750		12,374,750
2041	9,675,000	2,699,000	12,374,000		12,374,000
2042	10,155,000	2,215,250	12,370,250		12,370,250
2043	10,565,000	1,809,050	12,374,050		12,374,050
2044	10,985,000	1,386,450	12,371,450		12,371,450
2045	11,425,000	947,050	12,372,050		12,372,050
2046	11,880,000	490,050	12,370,050		12,370,050
Total	\$ 140,365,000	\$ 81,491,850	\$ 221,856,850	25,601,331	\$ 247,458,181

Tax Impact Summary		Overall Impact
2026 Collected Taxable Valuation	\$23,063,740,849	\$23,063,740,849
Maximum Debt Service	\$12,374,750	\$12,374,750
Tax Rate Levy on Max Debt Service	0.000537	0.000537
Annual Impact		
Per \$1,300,000 FMV (Primary Home)	\$383.63	\$383.63
Per \$1,300,000 FMV (Business)	\$697.51	\$697.51
Per \$100,000 FMV (Primary Home)	\$29.51	\$29.51
Per \$100,000 FMV (Business)	\$53.65	\$53.65
Monthly Impact		
Per \$1,300,000 FMV (Primary Home)	\$31.97	\$31.97
Per \$1,300,000 FMV (Business)	\$58.13	\$58.13
Per \$100,000 FMV (Primary Home)	\$2.46	\$2.46
Per \$100,000 FMV (Business)	\$4.47	\$4.47



ZIONS PUBLIC FINANCE, INC.



ADMINISTRATIVE CONTROL BOARD RESOLUTION

Resolution No. BRD-2026-042

A RESOLUTION OF THE ADMINISTRATIVE CONTROL BOARD OF THE SNYDERVILLE BASIN SPECIAL RECREATION DISTRICT, SUMMIT COUNTY, UTAH, DETERMINING THE NECESSITY FOR AND REQUESTING THE COUNTY COUNCIL OF SUMMIT COUNTY, UTAH, ACTING AS THE GOVERNING BODY OF THE DISTRICT, TO CALL A SPECIAL BOND ELECTION TO AUTHORIZE THE ISSUANCE OF NOT TO EXCEED \$150,000,000 GENERAL OBLIGATION BONDS OF THE DISTRICT; APPROVING THE FORM OF A RESOLUTION CALLING BOND ELECTION TO BE PRESENTED TO THE COUNTY COUNCIL; AUTHORIZING OFFICERS OF THE DISTRICT TO PRESENT SUCH RESOLUTION AND REQUEST TO THE COUNTY COUNCIL ON AUGUST 5, 2026; AND RELATED MATTERS.

WHEREAS, the Snyderville Basin Special Recreation District, Summit County, Utah (the “District”) is a special recreation district organized and existing under the laws of the State of Utah, and the Administrative Control Board of the District (the “Board”) is charged with the administration and management of the District's recreational programs, facilities, and improvements; and

WHEREAS, the Board has determined that it is necessary and desirable for the District to construct two recreational facilities and related improvements (collectively, the “Project”), in order to meet the recreational needs of residents of the District; and

WHEREAS, in order to finance all or a portion of the costs of the Project, the Board has determined that it is necessary and in the best interests of the District to request that the County Council of Summit County, Utah (the “Council”), acting as the governing body of the District for purposes of holding elections as required by the laws of the State of Utah, call a special bond election to submit to the qualified electors of the District a proposition authorizing the issuance of general obligation bonds of the District in a principal amount not to exceed \$150,000,000 (the “Bonds”), to finance all or a portion of the costs of the Project; and

WHEREAS, pursuant to the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended, the applicable provisions of the Utah Election Code, Title 20A,

Utah Code Annotated 1953, as amended, and the Transparency of Ballot Propositions Act, Title 59, Chapter 1, Part 16, Utah Code Annotated 1953, as amended (collectively, the “Act”), the Council, and not the Board, is the body authorized and required by the Act to call and conduct a bond election on behalf of the District; and

WHEREAS, there has been presented to this meeting of the Board the proposed form of a resolution to be presented to the Council (the “Resolution Calling Bond Election”), pursuant to which the Council would authorize the calling of a special bond election to be held on November 3, 2026, for the purpose of submitting the proposition described above to the qualified electors of the District, a copy of which proposed resolution is attached hereto as Exhibit A and by this reference made a part hereof; and

WHEREAS, the Board has reviewed the Resolution Calling Bond Election and desires to approve the form thereof and to request that the Council adopt the same, and to authorize appropriate officers of the District to appear before the Council at its meeting on August 5, 2026, to present such request;

BOARD ACTION

NOW, THEREFORE, BE IT RESOLVED by the Administrative Control Board of the Snyderville Basin Special Recreation District, Summit County, Utah, as follows:

- 1. Determination of Necessity.** The Board hereby finds and determines that it is necessary and in the best interests of the District and its residents that the Project be constructed, and that the costs thereof be financed, in whole or in part, through the issuance of the Bonds.
- 2. Request to County Council.** The Board hereby requests that the Council, acting as the governing body of the District for purposes of holding elections, call a special bond election to be held on November 3, 2026, for the purpose of submitting to the qualified electors of the District a proposition authorizing the issuance of the Bonds in a principal amount not to exceed \$150,000,000, to finance all or a portion of the costs of the Project, all as more particularly described in the Resolution Calling Bond Election.
- 3. Approval of Form of Resolution Calling Bond Election.** The form of the Resolution Calling Bond Election presented to and reviewed by this Board, attached hereto as *Exhibit A*, is hereby approved in substantially the form presented, with such changes, insertions, and omissions as may be necessary or appropriate and not inconsistent with this Resolution, including completion of dates, times, places, and other blanks contained therein.
- 4. Authorization of Officers.** The Chair, Vice Chair, and Executive Director of the District, and each of them, are hereby authorized and directed, on behalf of the Board and the District, to appear before the Council at its meeting to be held on August 5, 2026 (or any adjournment or continuation thereof), to present the Resolution Calling Bond Election and this Resolution, to request that the Council adopt the Resolution Calling Bond Election, and to take any and all further actions and to execute any and all further documents or certificates as may be necessary or appropriate to carry out the intent of this Resolution and the Resolution Calling the Bond Election as authorized by the Council.

5. **Cooperation with County Officials.** The officers, employees, and agents of the District are hereby authorized and directed to cooperate with and provide such information, documents, and assistance to the officials of Summit County, Utah, including the County Clerk acting as Election Officer, as may be necessary or convenient to the calling and conduct of the bond election and the canvass of the results thereof.

6. **Ratification.** All actions heretofore taken by the officers, employees, and agents of the District in connection with the Project and the proposed issuance of the Bonds, including the preparation and presentation of the Resolution Calling Bond Election, are hereby ratified, confirmed, and approved.

7. **Severability.** It is hereby declared that all parts of this resolution are severable, and if any section, clause, or provision of this resolution shall, for any reason, be held to be invalid or unenforceable, the invalidity or unenforceability of any such section, clause, or provision shall not affect the remaining sections, clauses, or provisions of this resolution.

8. **Conflict.** All resolutions, orders, and regulations or parts thereof heretofore adopted or passed which are in conflict herewith are, to the extent of such conflict, hereby repealed. This repealer shall not be construed so as to revive any resolution, order, regulation, or part thereof heretofore repealed.

9. **Captions.** The headings herein are for convenience of reference only and in no way define, limit, or describe the scope or intent of any provisions or sections of this resolution.

10. **Effective Date.** This Resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED this July 27, 2026.

Chair:


Ryan Bruce (Jul 27, 2026 19:44:26 CDT)

Administrative Control Board

Snyderville Basin Special Recreation District

Attest (Clerk/Secretary):

Carrie Westberg
Carrie Westberg (Jul 28, 2026 10:51:52 MDT)