



The Regular Meeting of the  
**Brian Head Town Council**  
Brian Head Town Hall – Council Chambers  
56 North Highway 143 – Brian Head, UT 84719  
[www.Zoom.us \(Click Here\)](https://www.zoom.us/j/85375226174)  
Via Zoom Meeting ID# 853 7522 6174  
**TUESDAY, JULY 28, 2026 @ 1:00 PM**

## MINUTES OF THE TOWN COUNCIL

### Roll Call.

**Members Present:** Mayor Calloway, Council Member Freeberg, Council Member Tidwell, Council Member Nyen, Council Member Cruz  
**Staff Present:** Nancy Leigh, Town Clerk; Shane Williamson, Admin. Serv. Director; Greg Sant, Planning & Building Administrator; Amanda Hunter, Code Compliance; Jared Tubbs, Public Works Director.

### A. CALL TO ORDER

Mayor Calloway called the regular meeting of the Town Council to order at 1:00 pm.

### B. PLEDGE ALLEGIANCE

Mayor Calloway led the Council and others in the Pledge of Allegiance.

### C. DISCLOSURES

There were no conflicts of interest with today's agenda items. Mayor Calloway stated that the disclosure statements are on file with the Town Council and are available for public inspection during normal business hours.

### D. APPROVAL OF THE MINUTES:

#### July 14, 2026, Town Council Meeting

The minutes from the July 14, 2026, Town Council Meeting were presented for approval. No changes or corrections were offered.

**Motion:** Council Member Nyen move to approve the July 14, 2026, Town Council minutes. Council Member Cruz seconded the motion.

**Action:** Motion carried 5-0-0 (summary: Yes = 5 Yes: Mayor Calloway, Council Member Freeberg, Council Member Tidwell, Council Member Nyen, Council Member Cruz).

### E. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS. Public input is limited to three (3) minutes on non-agenda items.

Nancy Leigh, Town Clerk, reported on the first annual Brian Head Day, held the prior Friday and Saturday. Nancy described the event as a success, noting estimated overall attendance of approximately 3,000 people, with individual events drawing 50 to 60 participants. Nancy

indicated that an after-action meeting would be held and encouraged public input—positive or negative, to help improve future events.

**Mayor Calloway** thanked staff for their efforts in making the event happen and invited Council Members to share their observations.

**Council Member Tidwell** echoed the Mayor's sentiments, noting a strong sense of community pride and widespread positive responses from attendees.

**Council Member Nyen** reported on behalf of the Brian Head Firefighters Association, which had planned for 150 to 200 attendees at the Saturday picnic but served over 350 people. He noted that additional supplies had to be procured mid-event to keep up with demand.

**Shane Williamson, Admin. Service Director**, offered that, in his experience having participated in similar events at other resorts, the Brian Head Resort's hosting the Total Archery Challenge (TAC) event was as good as or better than any he had encountered. Shane noted that approximately 4,200 participants had registered for the shooting event, describing it as the second-largest of its kind, and acknowledged the rain as "an added adventure."

**Mayor Calloway** provided a brief update on public works projects in the absence of Town Manager Bret Howser, noting chip sealing activity on Ridgeview Drive between Pinehurst and Ingalls Roost, positive progress on Unit 3, Blue Jay Way, and the Aspen Meadows subdivision. The Mayor remarked on the significant road cut being made to accommodate a new skier bridge in the Aspen Meadows area.

**Council Member Cruz** described Brian Head Days as one of his favorite experiences since joining the Council.

**Council Member Freeberg** noted a high volume of preteens and teens on the mountain and suggested the Council consider programming to engage youth during evening hours in future years.

Council Member Freeberg also shared that he had viewed the drone show from a hillside vantage point and found that the orientation of the display made the imagery difficult to interpret from that angle.

**Tom Pettigrew, Brian Head Resort**, echoed thanks to the Town staff and volunteers, stating the TAC shooting event was a "real success." Tom noted that participants were well-prepared for the weather and stayed engaged throughout despite rain and lightning. Tom highlighted the upcoming Peaks and Pours event, part of the resort's ongoing effort to anchor a distinct event to each open weekend of the summer season.

**Public Comment - Cecile Wallis**, Elk Drive resident commended the staff on Brian Head Day and specifically acknowledged Ciera for event coordination and Council Member Cruz for bringing the freestyle event. She also thanked Interstate Rock for road improvements on her street. Ms. Wallis raised a concern regarding the water connection permitting process under the Special Assessment Area (SAA), noting that residents on her street found the multi-step process confusing, with requirements that seemed to emerge one at a time. She suggested that a process sheet be provided to residents at the time of permit application, outlining all steps from start to finish so that homeowners unfamiliar with municipal procedures could track their progress. The Mayor acknowledged the concern and committed to looking into streamlining the process.

**F. AGENDA ITEM:**

1. **SHUTTLE STOPS CONTRACT CHANGE ORDER.** A change order for the Shuttle Stop Project.

In the absence of Town Manager Bret Howser, the Mayor and Council reviewed the change order documentation for the Shuttle Stop Project. The change order reflected a net decrease to the existing contract with Larry Pendleton Building LLC, comprising both additions and deductions across multiple line items.

Council Members examined the individual line items, which included deductions for the removal of heated concrete from the ramp across the street, replacement of concrete sidewalk at the Giant Steps stop with asphalt, a simplified roof design for the shuttle stops shelters, and the removal of soil testing requirements. Additions included concrete work and other project-related modifications. Council Member Freeberg raised a question regarding the removal of an old septic tank at the Giant Steps location and who bore ownership; the Mayor confirmed it had been owned by the resort, and that its removal as part of the project scope had been the product of prior negotiations.

Shane Williamson confirmed that the removal of the heated sidewalk and associated concrete work had been discussed informally on previous occasions, and that this change order represented the formal step to document those decision.

**Motion:** Council Member Tidwell moved to authorize the Town Manager to decrease the existing contract with Larry Pendleton Building, LLC for the Shuttle Stops Crosswalk Project in the amount of \$112,619 in a form approved by the Town Attorney. Council Member Nyen seconded the motion.

**Action:** **Motion carried 5-0-0 (summary: Yes = 5 Yes: Mayor Calloway, Council Member Freeberg, Council Member Tidwell, Council Member Nyen, Council Member Cruz).**

2. **MISSING CITIZEN'S VOICE FOLLOW UP REPORT.** A follow up report on the Missing Citizen's Voice Committee's report that was submitted to the Town Council in December 2025.

The Council reviewed the follow-up report on the Missing Citizen's Voice Committee's recommendations, originally submitted to the Town Council in December 2025.

Council Member Cruz suggested adding a process sheet as a takeaway for residents, connecting it directly to the concern raised earlier by Ms. Wallis regarding the water connection permitting steps.

Council Member Freeberg observed that communication appeared to be the central issue identified throughout the committee's report. Council Member Freeberg supported the idea of providing a written process summary – whether on the town website or as a handout – and suggested the Council could offer regular status updates indicating what step residents are currently at and how many remain.

Troy Benson, a committee representative, addressed the Council in person. Troy commended the noticeable improvement in Council approachability and transparency since the prior year. Troy focused his remarks on the committee's recommendation for a more direct channel between residents and the Council, noting that current systems such as the 3-1-1 "yellow button" route complaints to staff rather than directly to Council members. He acknowledged this is appropriate for operational matters but expressed that the committee's intent was to ensure residents' voices reach their elected representatives, particularly for individuals who may not be comfortable navigating the town website or approaching Council members directly. He proposed a rotating email contact among Council members, or an automated CC to a designated Council member whenever a complaint is submitted.

Nancy Leigh, Town Clerk, clarified that the existing 3-1-1 system does have the capacity to assign submissions directly to the Town Council, and that she and Deputy Clerk, Ciera, currently serve as the initial filter to route complaints to the appropriate department or person.

Council Member Nyen noted that his town contact information is publicly listed on the website and on business cards and asked what additional mechanism would be meaningfully different.

Council Member Freeberg expressed some reservations about routing every complaint directly to Council, suggesting that a summarized weekly or biweekly report would give Council members a sufficient pulse on community concerns without burdening them with every individual submission.

Troy Benson, Missing Voice member, respectfully pushed back, arguing that Council members' awareness of complaints—even minor ones—is part of their representative function, and that a pattern of repeated complaints on the same issue would indicate a need for Council-level direction.

Mayor Calloway indicated he would have no objection to being copied on all 3-1-1 submissions, noting it would help him track what is happening in town without necessarily requiring him to respond to every item.

Council Member Tidwell provided context, noting that only five 3-1-1 submissions were received in June, three of which were unaccompanied photos with no explanation, making the volume entirely manageable for Council review. Council Member Tidwell emphasized that the Council's goal is not to supplant staff responsibility for day-to-day operations, but to remain informed about community concerns and provide direction where appropriate.

Nancy noted that the system does receive submissions with no accompanying information, in which cases staff follow up with the submitter, and approximately 90 to 99 percent of the time no response is received. Nancy suggested filtering blank submissions until more context is available.

The Council agreed to begin by having the Mayor subscribed to all 3-1-1 notifications, with the option open to other Council members to opt in as well.

Public Comment – Cecile Wallis suggested that complaints also be compiled into a spreadsheet summary and presented to the Council on a monthly basis. Council Member Tidwell confirmed that such a process was already in place.

Skyler Bennett, participating via Zoom, offered remarks as a former committee member. He expressed that he had not initially been confident that as many recommendations would be implemented as have been and expressed gratitude to staff and Council for the progress made. He noted personal improvements in working with Public Works, citing timely communication about water shutoffs during the Forest Drive water and sewer project. He supported the Mayor being copied on 3-1-1 submissions, drawing a parallel to his own practice as a business owner of reviewing all customer feedback weekly to maintain a pulse on operations.

The Mayor thanked the committee members and the public for their engagement, characterizing the initiative as a worthwhile process and encouraging continued open dialogue.

**3. FUTURE AGENDA ITEMS.** Discussion on potential items for future Council agendas.

Nancy Leigh, Town Clerk, noted that the following items are anticipated for the August 11, 2026, Council meeting, contingent on Planning Commission action: Land Management Code (LMC) amendments for fencing, a mixed-use ordinance, and a camping discussion with Planning Commission recommendations.

Shane Williamson added that a Council discussion on planning for next year's Brian Head Day events would also be forthcoming, likely in August, noting the importance of scheduling major events further in advance – ideally beginning planning in the fall.

**G. ADJOURNMENT**

**Motion:** Council Member Nyen moved to adjourn the regular meeting of the Town Council. Council Member Cruz seconded the motion.

**Action:** Motion carried 5-0-0 (summary: Yes = 5 Yes: Mayor Calloway, Council Member Freeberg, Council Member Tidwell, Council Member Nyen, Council Member Cruz).

The regular meeting of the Brian Head Town Council was adjourned at 2:40 pm

August 11, 2026  
Date Approved



Nancy Leigh, Town Clerk

