WOODLAND HILLS CITY COUNCIL
WORK SESSION
AND
CITY COUNCIL MEETING
MINUTES - AUGUST 11, 2026

Woodland Hills City Center
690 South Woodland Hills Drive, Woodland Hills, Utah 84653

The Woodland Hills City Council held a Work Session followed by a City Council Meeting on Tuesday, August 11, 2026, beginning at 6:00 p.m. at the Woodland Hills City Center. The meeting was conducted in person with electronic participation available as reflected below.

WORK SESSION

Mayor Hillyard opened the Work Session at 6:05 p.m.

Present: Mayor Hillyard, Council Member Lunt, Council Member Hutchings, Council Member Johns, and Council Member Malkovich**.** Council Member Roden arrived later in the meeting.

Staff: Community Development Director Ted Mickelsen; Code Enforcement Officer/Planning Commissioner Chair Wayne Frandsen and Recorder Jody Stones.

Public Present: Megan (potential property owner of a lot off South Loafer). Electronically: Dorel Kynaston, Diana Sackett, and Shaun Devore

1. **Discussion of Proposed Repairs to the Exterior of the City Center**

Mayor Hillyard reviewed the proposed exterior repairs to the City Center and reminded the Council that at the previous Council meeting he had been authorized to expend the budgeted amount for the project. He stated that he had subsequently obtained additional bids so the Council could compare the proposed work and costs.

Mayor Hillyard explained that the primary concern was water intrusion around the windows on one end of the building. He stated that after walking the property with all three contractors, each had identified deficiencies in how the existing Hardie siding and window trim were originally installed. He explained that the trim had been installed over the siding in a manner that created gaps, some of which had not been properly caulked, allowing water and insects to enter. He also noted broken siding panels, deteriorating trim, and problems with the dormers and flashing.

Mayor Hillyard reviewed the three bids as follows:

- **Home Innovations – $32,047.38.** Mayor Hillyard stated that this proposal included completely removing and replacing the siding on the affected end of the building, installing 7/16-inch OSB sheathing over the existing wall system, eliminating the recessed ledge that was retaining water, repairing the dormers, installing new flashing, and repairing damaged trim and other affected areas. He stated that this bid most directly addressed the wall and dormers that were causing the immediate water intrusion problem.
- **Cascade – $76,362.31.** Mayor Hillyard stated that he had been very impressed with Cascade's thorough review and proposal. Cascade recommended addressing the exterior more comprehensively by removing and replacing the building's siding, repairing both ends where similar conditions existed, and installing rigid foam between the existing framing strips to provide backing and additional protection behind the Hardie siding. Mayor Hillyard noted that Cascade had provided extensive photographs and detailed documentation of the building conditions, but the proposed cost was substantially higher than the City's current budget.

- **Latmer Plastering, LLC – $55,000.** Mayor Hillyard stated that this proposal was more comparable in scope to Home Innovations than to Cascade. In addition to repairing the wall and dormers, Latmer proposed repainting the front façade of the City Center because several panels around the front windows would need replacement and the existing paint could not reasonably be matched. He stated that Latmer's proposal therefore included additional work on the front of the building that was not part of the Home Innovations proposal.

Council Member Hutchings stated that one reason he had encouraged obtaining multiple bids was to better understand the work to be completed and to reduce the likelihood of significant change orders after a contractor began the project. He noted that contractors could sometimes submit a lower initial bid and later increase the total project cost through change orders. He believed the three proposals had helped identify the various repair needs and suggested that the City develop a common, detailed scope of work using the best elements identified by each contractor, then have the contractors revise their bids based on that scope. He agreed that the entire exterior would ultimately need attention but questioned whether the City could afford to complete all the work during the current budget year. He suggested prioritizing the most critical end of the building and establishing materials and painting specifications that would allow later phases of the work to reasonably match. He further stated that, once the Council established the scope and budget parameters, he would be okay with City staff selecting the contractor without returning to the Council, provided the project remained within the previously authorized budget.

Council Member Malkovich asked whether the work could be divided into Phase 1 and Phase 2 over two budget years. Mayor Hillyard stated that he believed a phased approach would be a good option, while emphasizing that the building needed to be repaired sufficiently to remain protected from further deterioration. Council Member Malkovich later stated that if the project were divided between two years, the City should nevertheless establish the scope of the entire project so that contractors would understand both phases and the City could plan the respective budgets.

Council Member Hutchings also requested that the damaged doors on the lower level, including the door serving the plow office, be repaired. He expressed concern that a broken or effectively sealed shut door could pose an egress and safety risk.

Council Member Malkovich agreed that obtaining revised bids based on a uniform scope of work would provide a fairer comparison among the three contractors because the original proposals had not all been prepared using identical specifications.

Council Member Lunt stated that the City should also consider whether it made sense to spend money repainting portions of the building if those same areas would later be replaced as part of a more comprehensive exterior project. She stated that painting could be an unnecessary expense if the City intended to eventually complete the entire building.

Mayor Hillyard mentioned that the top priorities are the affected wall and the dormers, as these areas are heavily damaged and worsening. He pointed out that the dormer materials are in poor shape and require prompt attention.

Following additional discussion, Mayor Hillyard stated that he would provide the contractors with a more consistent scope of work and ask them to revise their proposals accordingly. He indicated that the Home Innovations proposal provided a useful starting point because it already included the dormer repairs and OSB backing. Council Members Malkovich and Johns reiterated that the purpose of obtaining the additional proposals was to establish a consistent scope so that the City could make a meaningful comparison among the contractors.

Council Member Hutchings cautioned that unforeseen conditions could still be discovered once demolition began, particularly around the dormers, and acknowledged that legitimate change orders could be necessary if concealed damage was found that could not reasonably have been identified during preparation of the original bids.

2. **Discussion Regarding the Sale of Approximately 0.25 Acres of City-Owned Real Property Located Near Bear Hollow, Between Utah County Parcel Nos. 53:367:0122 and 53:367:0146, Including Declaring the Property Surplus and Authorizing the Sale Process**

Mayor Hillyard opened the discussion on the potential sale of approximately 0.25 acres of city-owned real property near Bear Hollow, including a declaration of the property as surplus and authorization of the sale process. He asked Ted Mickelsen to provide background on the property.

Mr. Mickelsen explained that the property had originally been platted as a roadway connecting South Loafer and Bear Hollow. The development plans were later revised so that South Loafer terminated in a cul-de-sac, leaving the remaining strip between the cul-de-sac and Bear Hollow as city right-of-way. He stated that the parcel was too small to qualify as a building lot and had no improvements.

Mr. Mickelsen mentioned that a developer had reached out to the city on behalf of property owners interested in buying the parcel to create access from Bear Hollow to two lots on South Loafer. He noted that accessing the lots via South Loafer would involve steep driveways, whereas using the city-owned parcel from Bear Hollow would offer a much gentler slope.

Council Member Malkovich inquired if using the parcel for access would result in a flag lot, while Council Member Lunt asked if the involved lots were adjacent to the parcel. Mr. Mickelsen clarified that the two lots are behind the parcel and that the proposed access would enable property owners to reach those lots from Bear Hollow instead of using a steeper route from South Loafer.

Mr. Mickelsen stated that the city did not have an identified municipal use for the property and that the parcel was too small for most practical city purposes. He explained that the city had begun the surplus and sale process, including surveying the property, obtaining a legal description and appraisal, working to obtain a county parcel number, and advertising the property for sale. He stated that the property would remain advertised for 45 days and that interested parties could submit offers, which would then be brought back to the Council for consideration. He noted that the parcel could not be developed independently and would primarily have value as an addition or as access to adjoining property.

Council Member Malkovich asked whether the City would need to separately approve the parcel's use as access to the lots. Mr. Mickelsen stated that he did not believe a zoning change would be necessary because the access would function essentially as a private driveway. Mayor Hillyard explained that the access was expected to be owned by the Summit Creek HOA, with easements benefiting the applicable lots. Mr. Mickelsen added that HOA ownership would clarify responsibility for maintenance and snow removal.

Council Member Roden arrived at the meeting during the discussion of this agenda item.

Megan, a potential property owner, mentioned she wants future homes to have addresses based on Bear Hollow, since access to these properties will be from Bear Hollow. Mr. Mickelsen concurred, noting that addressing should be considered from an emergency-response standpoint to ensure responders are directed to the proper access points. He compared this setup to the private-drive system used off of Sunny Ridge, a private driveway in a section of Summit Creek.

Council Member Johns inquired about the current value of the parcel to the city and its possible use as a park or public space. Mr. Mickelsen explained that the parcel covers roughly one-fifth of an acre and is only as wide as a roadway right-of-way. He expressed doubt about whether enough usable space would be available for a significant public facility once access is included.

Council Members Johns, Malkovich, Lunt, and Hutchings discussed the property's original purpose and how its roadway layout evolved over time. Council Member Hutchings expressed concern that the proposed access might enable further lot divisions. Mr. Mickelsen clarified that the small parcel could not be developed into a separate lot.

Council Member Hutchings and Council Member Malkovich also asked about fire-access requirements, including whether a turnaround or hammerhead would be required. Mr. Mickelsen explained that when a home was located more than 150 feet from the roadway, the driveway was required to be configured so that emergency apparatus could turn around. He stated that any required turnaround would be addressed as part of the individual home construction plans.

Council Member Hutchings pointed out that the proposed access would be private, meaning the city would not plow or maintain it. Mayor Hillyard clarified that the main issue for the council was whether to sell the parcel, not the specifics of future development. Council Member Malkovich added that if the property is sold, the city should inform potential buyers that a fire-access feature, like a hammerhead, might be necessary depending on where the homes are located.

Council Member Johns invited the potential property owner to share her reasons for interest in the property. Megan explained that, initially, it was challenging to see how homes could be built and accessed from South Loafer because of the terrain. She added that the developer's idea of providing access from Bear Hollow greatly improved the feasibility of developing the properties. Megan mentioned that she and her husband plan to buy one lot, while her parents intend to purchase the other, and that access from Bear Hollow makes much more sense for both. She also noted that they discussed with the developer a potential access setup to accommodate service and emergency vehicles, and that their plans still depend in part on obtaining the proposed access.

Council Member Hutchings stated that he did not see a significant disadvantage to the proposed sale. He stated that the alternative would be for the city to construct a roadway through the property, which he did not believe made practical sense. He believed the proposal worked well given that access would serve the two properties on either side and stated that he would not object to the homes being addressed from Bear Hollow if that was their functional point of access.

Mayor Hillyard reiterated that, from an emergency-response standpoint, it would be preferable for the addresses to direct responders to the actual point of access to the homes.

3. Discussion of June 2026 Financials and Check Disbursements

Mayor Hillyard noted that the council received the June 2026 financial statements and check disbursements, which marked the end of the fiscal year. He asked Council Members whether they had any comments or concerns about the information. Council Member Hutchings reported that he had reviewed the financials and disbursements and found no issues. Mayor Hillyard also stated that he saw nothing unusual in the reports. The council had no further comments or directions regarding the June 2026 financials and check disbursements.

4. Discussion of July 2026 Financials and Check Disbursements

Mayor Hillyard noted that the council received the July 2026 financial statements and check disbursements. The council had no comments.

5. Proposed Resolution Dissolving Community Development Committee

Mayor Hillyard thanked everyone for their efforts in updating the General Plan and developing the strategic plan. He specifically acknowledged Council Member Malkovich and Chloe Cleveland for their dedication over about two and a half years, including their work on securing the grant that supported the city's General Plan update and strategic planning.

Council Member Malkovich also recognized Kirsten Thomson for her leadership of the committee and stated that she believed the committee had completed its work and was ready for dissolution.

The council expressed appreciation for the committee members' service.

6. Department Reports

a. Community Development / Public Works / Fire Department - Ted Mickelsen

i. Update on Pavement Preservation Project and Funding

Ted Mickelsen provided an update on the pavement preservation project and reported that work had begun the previous day. He stated that the roadway reclamation process was more disruptive than anticipated because crews had encountered significantly less existing asphalt and more underlying dirt than expected. He explained that the contractor was grinding the roadway approximately 8 inches deep, mixing the existing asphalt with the underlying road base material, and then grading and compacting the material in preparation for paving.

Mr. Mickelsen stated that the contractor was working to maintain access to residents' homes and driveways, despite temporary disruptions. He explained that a grader and roller followed the grinding operation to improve road conditions. He noted that residents had generally been cooperative, and only a few had contacted the city with questions about driveway access and whether vehicles needed to be moved. He reported that reclamation work had been completed on Eagle Nest and Grizzly, and that paving on Eagle Nest was expected to begin the following Monday. He anticipated that the upper project area would be completed in about two weeks.

Council Member Roden asked whether the reclaimed material would remain in place or be hauled away before paving. Mr. Mickelsen explained that the roadway would be lowered by about three inches below the curb to accommodate the new asphalt. Excess material would be removed, and the remaining material would be graded and compacted before paving.

Council Member Hutchings inquired if the material was being assessed to confirm that the new pavement would have a solid foundation. Mr. Mickelsen responded that the material found so far has mostly been suitable road-base material. He added that any sections with unsuitable clay or other poor material would be removed if found, but the project budget does not include replacing the entire roadway base. Council Member Hutchings highlighted the need to ensure that poor underlying material does not weaken the new pavement.

Council Member Hutchings also asked about compaction testing. Mr. Mickelsen stated that the contractor would compact the material before paving and explained that the process was similar to that previously used on Oak, Spring, and Broad Hollow during the waterline project.

Council Member Hutchings inquired if any fiber lines sustained damage during the work, noting that some utilities were very close to the asphalt surface. Mr. Mickelsen responded that while some utility lines were shallow, the project was proceeding smoothly. He mentioned that the work was slightly more disruptive than expected due of the amount of dirt encountered, but assured the city that it would ultimately receive a quality finished product.

Council Member Hutchings raised concerns about maintaining residential access during paving. Mr. Mickelsen explained that the asphalt would cure relatively quickly and that residents would likely be able to drive on the new pavement within 1 to 2 hours after placement.

Council Member Roden stated that residents had been told door hangers would be delivered to homes affected by the project, but some had not received them. Mr. Mickelsen explained that notices had been distributed in parts of the project area, but the contractor had progressed farther than anticipated and had not reached every affected home. He added that additional notices were being prepared and that he intended to speak with the contractor's project manager to revise them to more clearly inform residents that driveway access may be temporarily interrupted for approximately 1 to 2 hours.

Council Member Roden also asked about trash collection during construction. Mr. Mickelsen reported that he had spoken with the trash collection driver, who was able to navigate the construction area and collect trash throughout the affected streets, despite some difficult locations.

Mr. Mickelsen stated that the project remained disruptive but was progressing faster than anticipated. He indicated that he planned to provide additional updates to residents as the work continued.

Mr. Mickelsen also reported that the contractor had reviewed the possibility of paving the city park parking lot. He stated that the contractor would prepare a cost estimate for grading and paving the parking area and potentially extending the pavement beyond the fence to facilitate a future trail connection to the new pickleball courts. He noted that this could provide continuous ADA-accessible travel from the paved parking area to the recreational facilities. Mr. Mickelsen stated that he would bring the cost information back to the council once it was available.

Council Member Hutchings asked whether existing material in the parking lot would need to be removed. Mr. Mickelsen responded that the parking lot contained solid material that should provide a suitable base for pavement.

ii**. Discussion of Snowplow Leases**

Ted Mickelsen reported that the leases on the city’s two current snowplows would expire in June 2027, making the upcoming winter the final season under the existing leases. He explained that the city had previously discussed staggering future leases so the trucks would not need to be replaced at the same time.

Mr. Mickelsen stated that he had explored an alternative leasing arrangement through United Fleet Services, a company the city already used for other vehicles. He proposed returning the two existing International snowplows at the end of their leases and leasing two new Chevrolet-based snowplows on staggered terms, potentially one three-year lease and one four- or five-year lease. He estimated that the annual lease cost would be comparable to, or slightly less than, the city’s current cost and noted that construction of the replacement trucks would need to begin well in advance of the 2027–2028 winter season.

The council discussed the reliability benefits of continuing to lease and regularly rotate snowplows rather than retaining older equipment. Council Member Hutchings supported staggering the leases and raised the possibility of eventually adding a third large plow to provide additional redundancy. Mayor Hillyard stated that he did not believe a third truck was currently necessary but believed the issue could warrant future consideration if the city assumed additional snow-removal responsibilities, such as providing service to Summit Creek in exchange for revenue.

Council Member Lunt asked whether the leasing program had proven beneficial overall. Mr. Mickelsen stated that leased trucks had been substantially more reliable and that regularly replacing snowplows reduced service disruptions and safety concerns during winter storms. He recommended maintaining a regular replacement cycle.

Mayor Hillyard directed that the proposed replacement plan, including the costs of two staggered leases and the potential future addition of a third truck, be forwarded to the Finance Committee for review. Following the Finance Committee's analysis, the matter would return for further consideration, with the goal of moving forward within the next several months if replacement trucks were available for the 2027–2028 winter season. Council Member Lunt suggested that Mr. Mickelsen attend the Finance Committee discussion to answer questions regarding the proposal.

Ted Mickelsen provided an update on the Community Project Funding Grant submitted through Congressman Burgess Owens' office. He reported that the city's project had advanced through the Appropriations Committee and was one of four projects remaining from the Congressman's original list of about 20. The city's recommended funding amount had been reduced to $850,000. Mr. Mickelsen explained that the city had originally sought substantially more funding for the water infrastructure project but had previously reduced the request to about $1 million, with an anticipated city match of about $500,000.

Mr. Mickelsen stated that the funding recommendation would still need to proceed through Congress and that final action could take several months. Council Member Malkovich asked whether the project would continue through the office of the city's future congressional representative if it was not completed before the transition. It was anticipated that existing projects would continue through that process.

The council discussed the urgency of proceeding with needed waterline improvements while maximizing available grant and financing opportunities. Mr. Mickelsen recommended beginning the State funding application process while federal funding remained pending. He explained that, if the federal grant was ultimately awarded, the city could use those funds to leverage State funding, which could result in more favorable financing and allow the city to complete a larger portion of the water infrastructure project. He cautioned that federal funds generally could not be used to match other federal funds.

Mr. Mickelsen reported that he had already completed a water rate analysis and had begun discussions with the Division of Drinking Water regarding funding options. He stated that the financing process would require public hearings and that water rates would likely need to be increased to support additional funding. He anticipated presenting the water rate analysis to the council at an upcoming meeting so the required public process could begin.

Council Member Hutchings emphasized the importance of continuing to move the project forward without unnecessary delay. Mr. Mickelsen clarified that the city was proceeding on parallel tracks and was not waiting for the federal grant before beginning the State funding process. He stated that his goal was to move as efficiently as possible while preserving the opportunity to combine funding sources and complete more of the needed waterline improvements, including areas such as Maple and Mountain Vale.

Council Member Johns agreed that the water system needs were urgent but expressed confidence that Mr. Mickelsen understood that urgency and was actively pursuing the project. Mr. Mickelsen stated that he would prefer to proceed immediately, but believed that allowing additional time to secure more favorable funding could enable the city to replace significantly more of the waterline for the same overall financial commitment.

The Council's direction was to continue pursuing both the federal Community Project Funding Grant and State funding opportunities concurrently, begin the necessary water-rate and public-hearing process, and structure the financing to maximize the amount of water infrastructure the city could complete.

iii. Update on Pickleball Court

Ted Mickelsen reported that the 30% design had been completed and distributed to the Parks and Recreation Committee for review. He stated that the committee had provided comments and that the general feedback appeared to support proceeding with the design as presented.

Mr. Mickelsen stated that the engineers anticipated completing the final design by approximately September 1, after which the project would be advertised for bids. He estimated that the bidding and contractor-selection process would take about one month. Construction timing would then depend on weather conditions and could involve completing a portion of the work in the fall and the remainder in the spring.

Council Member Johns stated that he wanted to begin organizing a fundraising effort before the design was fully finalized. He suggested identifying key stakeholders and potential fundraising opportunities, with a goal of raising approximately $50,000 to $75,000 for the city.

Council Member Malkovich suggested adding a fundraising component to Woodland Hills Day and recommended reviewing similar efforts in surrounding communities, including programs involving bricks or pavers, to identify effective approaches.

Mr. Mickelsen recommended coordinating the fundraising effort through the Parks and Recreation Committee and its council representative to ensure strong community involvement and representation.

Council Member Johns also asked whether the proposed courts were oriented north-south and was advised that they were.

Council Member Malkovich asked to discuss the recent internet outage. Mayor Hillyard explained that SESD had been performing the excavation work and that the UTOPIA line had been incorrectly marked through the Blue Stakes process, resulting in the line being struck.

Council Member Malkovich noted that the outage affected residents working from home, students, and others relying on internet service. She stated that timely communication from the city helped residents understand the cause of the outage, its expected duration, and where to obtain updated information.

Ted Mickelsen explained that utility strikes can be difficult to assign responsibility to because contractors rely on utility-location markings and because determining fault after excavation can be complicated.

Council Member Malkovich expressed appreciation for the city's communication during the outage and stated that prompt updates helped reduce resident concerns. The City Recorder noted that city staff remained operational during the outage by using cellular hotspots and completing work that did not require internet access.

b. Planning Commission and Code Enforcement - Wayne Frandsen

Wayne Frandsen provided updates on the Bell View and Havenwood Subdivisions. He reported that Bell View Phase B was not recorded within the 365-day window, and the developer had not requested an extension in time. Consequently, previous approvals had expired, and the developer must restart the subdivision approval process before recording remaining lots or issuing building permits. Frandsen also mentioned the city's request for updated grading information for certain lots where slope conditions could impact buildability and septic approval. Updated public health documentation would be needed for the affected septic systems. Council Member Malkovich pointed out that since the prior approvals expired, any conditions to ensure lots are buildable should be included in the new subdivision approval, rather than leaving homeowners to seek variances. Frandsen agreed, stating staff would work with the developer to meet all city requirements. Council Member Hutchings stressed that the city should not waive ordinance requirements to expedite the process. The council supported staff collaborating with the developer while ensuring all requirements are fulfilled.

Regarding Havenwood Subdivision, Mr. Frandsen reported that work had slowed after the roadway was installed and that some required infrastructure, including drainage improvements and driveway work, remained incomplete. He stated that the city had advised the developer that building permits would not be issued until the required infrastructure was completed. He further noted that Phase A had been recorded, the project had not expired, and the subdivision remained bonded.

Council Member Malkovich asked how unresolved code-enforcement violations were handled when a property was listed for sale, referencing a property on Maple that had raised neighborhood concerns.

Wayne Frandsen reported that the property had been the subject of ongoing code-enforcement efforts for several years. He stated that the owner had recently been given another deadline to correct five violations and, after failing to meet it, began accruing fines of $100 per violation per day, or $500 per day. Mr. Frandsen stated that the city had recorded a notice of lien against the property and that the amount owed would continue to increase until the violations were corrected. He estimated the accrued fines at approximately $13,000 at the time of the discussion.

Mr. Frandsen and Council Member Lunt explained that the lien would be discovered through the title process and would generally need to be resolved as part of any sale. Any remaining code violations would also need to be disclosed and addressed between the buyer and seller.

Council Member Johns asked whether the issue appeared to be a matter of inability or unwillingness to comply. Mr. Frandsen stated that the owners had not indicated that they were unable to comply and that there had been prior opportunities to correct the violations.

Council Member Malkovich felt that the property's condition had affected the surrounding neighborhood. Mr. Frandsen stated that the lien and accruing fines were the least intrusive enforcement mechanism available to the city, with court action remaining an option if necessary.

c. Emergency Management - Aaron Gilbert, if needed

Mayor Hillyard indicated that Mr. Gilbert had no updates to share.

d. 911 Dispatch - Dorel Kynaston, if needed

Mr. Kynaston indicated he had nothing to report.

7. Mayor and City Council Reports

a. Mayor Hillyard - MAG/COG, SESD, Dry Creek Transfer Station, Personnel and Legal Updates

Mayor Hillyard mentioned he has a forthcoming MAG/COG meeting and has no additional updates at this time. He noted attending the SESD board meeting earlier that day, where he reported a significant drop in recent electricity costs, from about 10–15 cents to around 7 cents per kilowatt-hour, potentially lowering the city’s operating expenses, including the cost of running the water pump. He also shared an update on the Dry Creek Transfer Station, confirming that the full report from the recent fire had been received. Damage was limited, involving sprinkler heads needing replacement, a small, melted area of bird netting, and some window damage. The incident also uncovered a separate skylight defect that was not caused by the fire but was discovered during it.

Additionally, Mayor Hillyard provided a personnel and finance update, stating he, Jody Stones, Lori Thomas, and Sharlene would meet on August 25 to review the city’s financial processes, including transactions, policies, internal controls, and checks and balances. They plan to develop written standard operating procedures to be shared with the council for review.

Council Member Hutchings expressed a desire for clearer financial reporting and indicated he would support hiring additional staff if needed to facilitate this and ease the current workload. Mayor Hillyard advised council members to continue requesting the necessary information, with staff responding accordingly. He mentioned that the workload of the current staff was manageable and that duties were being redistributed as Sharlene became more settled into city operations.

Council Member Hutchings further stated that he would back increasing staff in the future if it became necessary to maintain the city's effective operation.

b. Council Member Hutchings - SUVMWA, Mt. Nebo Water Association, and Planning Commission

Council Member Hutchings reported that a virtual Mount Nebo/SUMWA meeting had been held and that Woodland Hills' contribution rate remained approximately the same as the prior year, at about 1.25%.

He stated that discussions were becoming more serious about the possible dissolution of SUMWA and the transfer of its functions to the Mount Nebo and Central Utah entities. The technical committee, which included Ted Mickelsen, was expected to evaluate whether SUMWA's current responsibilities could be adequately handled by those organizations, including issues related to water-share transfers and Springville's participation.

Council Member Hutchings also reported that information had been provided regarding Sharlene potentially assisting with SUMWA financial responsibilities as the organization transitioned from its current finance support.

Regarding the Planning Commission, Council Member Hutchings noted that an upcoming meeting was scheduled and stated that he had no additional update beyond the information previously provided by Wayne Frandsen.

c. Council Member Johns - Utah Valley Home Builders Association, Utah Home Builders Association, and Public Safety

Council Member Johns reported that he had been attending Homebuilders Association meetings and asked what information would be most useful to bring back to the council. Mayor Hillyard stated that changes affecting relationships between builders and municipalities, including transportation, zoning, and other policy issues, would be helpful to report.

Council Member Johns stated that housing supply, affordability, density, and increased State involvement in local land-use decisions remained major topics. He noted that the meetings provided an opportunity for cities and builders to collaboratively discuss concerns and potential solutions.

Council Members Johns, Malkovich, and Lunt discussed the ongoing pressure for higher-density, more affordable housing, the impact of land costs on housing prices, and the importance of preserving local control over zoning and development decisions. Council Member Malkovich noted concerns that statewide zoning requirements could reduce the city's ability to determine appropriate lot sizes and development patterns.

Mayor Hillyard asked Council Member Johns to continue reporting any significant legislative, policy, or development trends that could affect Woodland Hills so the city could respond proactively.

d. Council Member Lunt - Financial Committee, Parks/Trails/Recreation Committee, Events and Communication

Council Member Lunt reported that planning for Woodland Hills Days was progressing well, with responsibilities divided among several committee chairs and volunteers. She stated that additional advertising was still needed and suggested that future promotional materials highlight individual activities, such as the car show and marketplace, rather than relying only on general event advertising.

Council Member Lunt also discussed possible future fundraising ideas, including a rubber duck derby or similar activity, but noted concerns about water use during a drought year. She suggested that such an activity might be more appropriate in the future and could potentially benefit the Fire Department.

Council Member Roden stated that as Woodland Hills Days continues to attract more residents, extended family members, and visitors, the city should continue to evaluate how food service is handled to ensure that providing meals does not become an unreasonable burden. Council Member Lunt noted that the prior year's donation-based approach had worked well and generated approximately $300 to $400 in donations.

Council Member Lunt suggested establishing a city information booth at Woodland Hills Days where residents could learn about city programs, communication resources, current projects, and potential fundraising opportunities. She noted that the booth could also provide residents with an opportunity to ask questions and better understand how to stay informed about city activities.

Council Member Roden also reported that a youth group had asked whether the city needed volunteers for an upcoming community Day of Service. He suggested using the volunteers to assist with park cleanup and preparation for Woodland Hills Days. Mayor Hillyard directed that the volunteer efforts be coordinated through Ted Mickelsen.

Council Member Roden asked that the city's flags be available for Woodland Hills Days and reported that he was planning a special flag ceremony recognizing the 25th anniversary of September 11th. Council Member Lunt agreed that the anniversary should be appropriately recognized as part of the event.

The council also discussed ways to make city officials and staff more easily identifiable during Woodland Hills Days.

e. Council Member Malkovich - South Utah Valley Animal Shelter

Council Member Malkovich reported that the South Valley Animal Shelter was preparing for a public adoption event on September 24 and that promotional information had been provided for the city newsletter.

She stated that the shelter had approved an agreement with Utah County for legal services and would update its interlocal agreements as Spring Lake prepared to join as a participating community.

Council Member Malkovich reported that the shelter's July save rates were approximately 95% for dogs and 87% for cats. She also noted regional concerns about animals being transported into Utah from other states without adequate disease screening or documentation and stated that the shelter and the Department of Agriculture were monitoring the issue.

She further reported that the shelter had updated its website and animal-licensing resources, including an online feature that allows residents to view photos of animals brought into the Shelter, which could help owners locate lost pets.

f. Council Member Roden - IT and Events

Council Member Roden has nothing additional to add.

8. Items for Upcoming City Council Meetings

Council Member Johns mentioned that he would like to coordinate a meeting to begin planning the fundraising effort associated with the park project. He stated that the meeting was tentatively scheduled for August 31 at 6:30 p.m. and noted that he might need assistance ensuring the meeting was properly noticed if it qualified as an official public meeting.

Work Session Closed: With nothing further to discuss, Mayor Hillyard concluded the work session at 8:12 p.m.

CITY COUNCIL MEETING

9. Call to Order
Mayor Hillyard called the regular City Council Meeting to order at 8:17 p.m.

Present: Mayor Hillyard, Council Member Lunt, Council Member Hutchings, Council Member Johns, and Council Member Malkovich**.** Council Member Roden arrived later in the meeting.

Staff: Community Development Director Ted Mickelsen; Code Enforcement Officer/Planning Commissioner Chair Wayne Frandsen and Recorder Jody Stones.

Public Present: Diana Sackett. Shaun Devore and Dorel Kynaston participated electronically.

10. Invocation
Council Member Malkovich offered the invocation.

11. Pledge of Allegiance
Council Member Hutchings led the Pledge of Allegiance.

12. Public Comment
Mayor Hillyard opened the public comment period.

No public comment was heard.

Mayor Hillyard closed the public comment period at 8:21 p.m.

CONSENT AGENDA

13. July 14, 2026, City Council Meeting Minutes

Motion: Council Member Lunt moved to approve the Consent Agenda, including the July 14, 2026 City Council Meeting Minutes.

Second: Council Member Malkovich seconded the motion.

Vote: The motion passed unanimously.

BUSINESS ITEMS

14. Approval of Contract for Repairs to the Exterior of the City Center

Motion: Council Member Hutching moved to approve the contract for repairs to the exterior of the City Center, subject to the following conditions: that a standard scope of work be established for all contractors and that updated quotes be obtained based on that scope, with the Mayor authorized, in consultation with City staff, to select a contractor and proceed with the project, provided the cost remains within the amount previously budgeted.

Second: Council Member Roden seconded the motion.

Vote: The motion passed unanimously.

15. Consideration and Possible Action Regarding the Sale of Approximately 0.25 Acres of City-Owned Real Property Located Near Bear Hollow, Between Utah County Parcel Nos. 53:367:0122 and 53:367:0146, Including Declaring the Property Surplus and Authorizing the Sale Process

Motion: Council Member Malkovich moved to approve the Notice of Intent to sell the city-owned parcel of land.

Second: Council Member Johns seconded the motion.

Vote: The motion passed unanimously.

16. Approval of June 2026 Financials and Check Disbursements

Motion: Council Member Johns moved to approve the June 2026 Financials and Check Disbursements.]

Second: Council Member Lunt seconded the motion.

Vote: The motion passed unanimously.

17. Approval of July 2026 Financials and Check Disbursements

Motion: Council Member Roden moved to approve the July 2026 Financials and Check Disbursements.

Second: Council Member Hutchings seconded the motion.

Vote: The motion passed unanimously.

18. Resolution 2026-45 Dissolving the Community Development Committee

Motion: Council Member Malkovich moved to adopt Resolution 2026-45 dissolving the Community Development Committee.

Second: Council Member Lunt seconded the motion.

Vote: The motion passed unanimously.

CLOSED SESSION

The City Council may temporarily recess the regular meeting and convene in a closed session as permitted by Utah Code Annotated § 52-4-205.

Motion: At 8:25 p.m., Council Member Hutchings moved to temporarily recess the regular meeting and convene in a closed session to discuss pending litigation as permitted by Utah Code § 52-4-205.

Second: Council Member Johns seconded the motion.

Roll-call vote:
Council Members Lunt, Roden, Malkovich, Johns, and Hutchings voted yea.

Closed Session Began: 8:25 p.m.

Those present in the closed session:
Mayor Hillyard; Council Members Lunt, Roden, Malkovich, Johns, and Hutchings; Community Development Director Ted Mickelsen; Code Enforcement Officer Wayne Frandsen; and Recorder Jody Stones.

The Council returned to open session at 9:18 p.m.

ADJOURNMENT

Motion: Council Member Johns moved to adjourn.

Second: Council Member Roden seconded the motion.

The meeting adjourned at 9:19 p.m.