

Brian Head, Utah

January 13, 2026

The Town Council (the "Council") of the Town of Brian Head, Utah (the "Town") met in regular session on January 13, 2026, at 1:00 p.m. at the regular meeting place of said Council at 56 North Highway 143 in Brian Head, Utah, with the following members of the Council present:

Clayton Calloway  
Logan Cruz  
Mitch Ricks  
Larry Freeberg  
Duane Nyen

Mayor  
Council Member  
Council Member  
Council Member  
Council Member

Also present:

Nancy Leigh  
Bret Howser

Town Clerk  
Town Manager

Absent:

After the conduct of other business not pertinent to the following, the Chair stated that the Town had prepared the assessment list for the Brian Head Unit 3 Assessment Area for action and consideration by the Board of Equalization and by the Town Council, which assessment list is on file in the office of the Town Clerk and available for inspection by any interested property owner.

Thereupon, the following resolution was considered and fully discussed and after due consideration of said resolution by the Town Council, Council Member Nyen moved and Council Member Ricks seconded its adoption and the same was adopted by the following vote:

AYE:

Mayor Calloway  
Council Member Ricks  
Council Member Nyen  
Council Member Freeberg  
Council Member Cruz

NAY:

The resolution is as follows:

RESOLUTION NO. 26-564

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BRIAN HEAD, UTAH APPOINTING A BOARD OF EQUALIZATION FOR THE BRIAN HEAD UNIT 3 ASSESSMENT AREA; SETTING THE DATES FOR THE BOARD OF EQUALIZATION TO HEAR AND CONSIDER OBJECTIONS AND CORRECTIONS TO ANY PROPOSED ASSESSMENTS; AUTHORIZING THE TOWN CLERK TO PUBLISH AND MAIL A NOTICE OF ASSESSMENT AND BOARD OF EQUALIZATION HEARINGS; AND RELATED MATTERS.

WHEREAS, the Town Council (the “Council”) of the Town of Brian Head, Utah (the “Town”) has previously published notice of its intention to designate the Brian Head Unit 3 Assessment Area (the “Assessment Area”) and held a hearing before the Council on September 23, 2025, all as required by the Assessment Area Act, Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the “Act”); and

WHEREAS, up until 5:00 p.m. on November 24, 2025, persons having an interest in the Assessment Area were allowed to protest the designation of the Assessment Area, the proposed improvements within the Assessment Area, the inclusion of a property owner’s property in the Assessment Area, whether the assessment meets the requirements of Section 11-42-409 of the Utah Code Annotated 1953, as amended, or any other aspect of the proposed designation of the Assessment Area; and

WHEREAS, after protests against the designation of the Assessment Area were counted and considered, the Council designated the Assessment Area by resolution adopted on December 9, 2025; and

WHEREAS, the Town has prepared the proposed assessment list that pertains to all of the properties within the Assessment Area; and

WHEREAS, the Council desires to establish a Board of Equalization for the purpose of considering any objections and corrections to the proposed assessment list:

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BRIAN HEAD, UTAH AS FOLLOWS:

Section 1. As required by law, a Board of Equalization for the Assessment Area is hereby appointed, consisting of three members of the Town Council (the “BOE”) as follows:

Mayor Calloway

Council Member Cruz

Town Manager, Bret Howser

Section 2. The BOE shall sit as the Board of Equalization on the special assessments proposed to be levied and assessed on the property within the Assessment Area and will meet in

the Town Offices, located at 56 North Highway 143 in Brian Head, Utah on February 11, 2026, between the hours of 1:00 p.m. and 2:00 p.m.; on February 12, 2026 between the hours of 2:00 p.m. and 3:00 p.m.; and on February 13, 2026, between the hours of 3:00 p.m. and 4:00 p.m. to hear and consider any arguments from persons who claim to be aggrieved and, following the hearings, to consider all facts and arguments presented at the hearings and to and make corrections to the proposed assessments that the BOE may deem necessary to meet the requirements of the Act.

Section 3. The Town Clerk is hereby authorized and directed to post and mail, as provided by law and the ordinances of the Town, a notice of meetings of the BOE, said notice to be in substantially the following form:

## NOTICE OF ASSESSMENT AND BOARD OF EQUALIZATION HEARINGS

NOTICE IS HEREBY GIVEN that the assessment list for the Brian Head Unit 3 Assessment Area (the "Assessment Area") has now been completed and is available for examination in the offices of the Town of Brian Head located at 56 North Highway 143, Brian Head, Utah. The Town Council has appointed a Board of Equalization to hear and consider arguments from any person who claims to be aggrieved by the proposed assessments to be levied within the Assessment Area, including arguments relating to (a) the amount of benefits accruing to the property proposed to be assessed or (b) the amount of the proposed assessment.

The assessments levied are for the purpose of financing the costs certain water system improvements, road improvements, and other necessary miscellaneous improvements in the Brian Head Unit 3, Blk A Subdivision, Iron County, Utah (the "Improvements") (for the benefit of the properties within the Assessment Area). The estimated acquisition, construction and installation costs of the Improvements within the Assessment Area, including estimated overhead costs, administrative costs, costs of funding reserves, and debt issuance costs, is estimated at \$876,000, the entire amount of which is expected to be levied against benefitted property within the Assessment Area on a per lot basis (the "Assessment"). The unit cost is each property's equal share of the Improvements applicable to each property/lot as described in this notice. The Town of Brian Head, Utah (the "Town") will not contribute any of its own funds for the Improvements.

As required by law, three persons have been duly appointed to act as the Board of Equalization on the assessments proposed to be levied on the property benefitted within the Assessment Area. The Board of Equalization for assessments proposed to be levied on the affected property within the Assessment Area will meet in the Brian Head Offices, located at 56 North Highway 143 in Brian Head, Utah on February 11, 2026, between the hours of 1:00 p.m. and 2:00 p.m.; on February 12, 2026 between the hours of 2:00 p.m. and 3:00 p.m.; and on February 13, 2026, between the hours of 3:00 p.m. and 4:00 p.m. to hear and consider any objections to and make any corrections of any proposed assessments that the Board of Equalization may deem necessary to meet the requirements of the Assessment Area Act, Title 11, Chapter 42, Utah Code Annotated 1953, as amended.

The assessment list and amounts of the proposed assessment against each parcel of property have been completed and are available for public examination in the offices of the Town of Brian Head, 56 North Highway 143, Brian Head, Utah for public examination from 9:00 a.m. to 5:00 p.m. Monday through Friday.

After the Board of Equalization has held all hearings and has made all corrections the Board of Equalization considers necessary to comply with the law, the Board of Equalization will report its findings to the Town Council.

By resolution of the Town Council of the Town of Brian Head, Utah, this January 13, 2026.

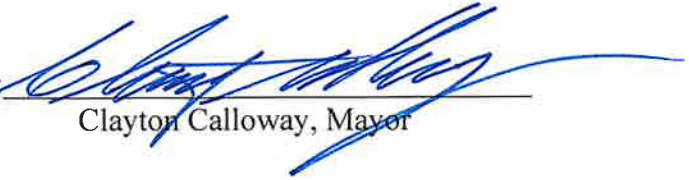
(SEAL)

/s/ Nancy Leigh  
Town Clerk

Section 4. The Town Clerk is hereby directed to enter the foregoing proceedings upon the records of the Town, and to cause the notice set forth in Section 3 to be published as a Class B Notice under Section 63G-30-102, Utah Code Annotated 1953, as amended, for at least 20 days but not more than 35 days before the date on which the first hearing of the Board of Equalization is held. As a Class B Notice, the Town Clerk shall cause a copy of the notice set forth in Section 3 above to be mailed, postage prepaid, to each owner of property to be assessed within the Assessment Area at the last known address of such owner using for such purpose the names and addresses appearing on the last completed real property assessment rolls of Iron County. In addition, a copy of such notice shall be addressed to "Owner" and shall be so mailed, addressed to the street number (or post office box, rural route number, or other mailing address of the property, if a street number has not been assigned) of each of the improved properties to be affected by the assessment.



ADOPTED AND APPROVED this January 13, 2026.

By:   
Clayton Calloway, Mayor

ATTEST:

By:   
Nancy Leigh, Town Clerk

STATE OF UTAH                     )  
                                              : ss.  
COUNTY OF IRON                 )

I, Nancy Leigh, the duly appointed, qualified, and acting Town Clerk of the Town of Brian Head, Utah (the "Town"), do hereby certify that the foregoing is a full, true, and correct copy of the minutes of a regular meeting of the Town Council of the Town held in Brian Head, Utah on January 13, 2026 at 1:00 p.m., as recorded in the regular official book of minutes as kept in my official office, that said proceedings were duly had and taken as therein shown, and that all the members of the Town Council were given due, legal, and timely notice of said meeting as therein shown.

I further certify that I published or caused to be published a Notice of Assessment and Board of Equalization Hearings (the "Notice") for the Brian Head Unit 3 Assessment Area as a Class B Notice under Section 63G-30-102, Utah Code Annotated 1953, as amended, for at least 20 days but not more than 35 days before the day on which the first hearing of the Board of Equalization is held.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Town of Brian Head, Utah, this January 13, 2026.



By: Nancy Leigh  
Nancy Leigh, Town Clerk

STATE OF UTAH                    )  
                                          : ss.  
COUNTY OF IRON                )

MAILING CERTIFICATE

I, Nancy Leigh, the duly appointed, qualified, and acting Town Clerk of the Town of Brian Head, Utah, do hereby certify that I mailed a copy of the Notice of Assessment and Board of Equalization Hearings (the "Notice") of the Board of Equalization, postage prepaid, to each owner of property to be assessed within the Brian Head Unit 3 Assessment Area, at the last known address of such owner, using for such purpose the names and addresses appearing on the last completed real property assessment rolls of Iron County and, in addition, I mailed, postage prepaid, a copy of such Notice addressed to "Owner" at the street number (or post office box, rural route number, or other mailing address of the property, if a street number has not been assigned) of each piece of improved property to be assessed. Said Notices were mailed by me on January 21, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Town of Brian Head, Utah, this January 13, 2026.



By: Nancy Leigh  
Nancy Leigh, Town Clerk

## CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, Nancy Leigh, the undersigned Town Clerk of the Town of Brian Head, Utah (the "Town"), do hereby certify, according to the records of the Town in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 52-4-202, Utah Code Annotated 1953, as amended, I gave not less than twenty-four (24) hours public notice of the agenda, date, time, and place of the January 13, 2026 public meeting held by the Town Council of the Town as follows:

(a) By causing a Notice, in the form attached hereto as Schedule 1, to be posted at the Town's principal offices on January 09, 2026, at least twenty-four (24) hours prior to the convening of the meeting, said Notice having continuously remained so posted and available for public inspection until the completion of the meeting;

(b) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted on the Town's official website at least twenty-four (24) hours prior to the convening of the meeting; and

(c) By causing a copy of such Notice, in the form attached hereto as Schedule 1, 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 Town Council (attached hereto as Schedule 2) was given specifying the date, time, and place of the regular meetings of the Town Council to be held during the year, by causing said Notice to be (a) posted on January 09, 2026 at the principal office of the Town, (b) provided to at least one newspaper of general circulation within the Town on January 09, 2026, and (c) published on the Utah Public Notice Website (<http://pmn.utah.gov>) during the current calendar year.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this January

13, 2026.



By:   
Nancy Leigh, Town Clerk

SCHEDULE 1

NOTICE OF MEETING



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/83112573199)

Via Zoom Meeting ID# 831 1257 3199

**TUESDAY, JANUARY 13, 2026 @ 1:00 PM**

## **AGENDA**

- A. CALL TO ORDER**
- B. PLEDGE ALLEGIANCE**
- C. DISCLOSURES**
- D. APPROVAL OF THE MINUTES:** December 09, 2025, Town Council Meeting
- E. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS.** Public input is limited to three (3) minutes on non-agenda items.
- F. AGENDA ITEMS**
  - 1. MAYOR’S INTRODUCTION FOR NEWLY ELECTED COUNCIL MEMBERS.**  
Mayor Calloway will give an introduction and discussion for the newly elected council members on the role of the Council.
  - 2. ORDINANCE AMENDING THE GENERAL PLAN LAND MAP FOR AN AREA IN THE BROOK HILL PHASE 2 SUBDIVISION FROM LOW-DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL.** Greg Sant, Planning & Building Administrator. The Council will consider an ordinance amending the General Plan Land Use Map for a designation of Medium Density Residential for three lots located in the Brookhill Subdivision located on Ridge View Street.
  - 3. ORDINANCE AMENDING TITLE 9, LAND MANAGEMENT CODE, CHAPTER 6, ZONE DISTRICT MAP FOR A ZONE CHANGE OF LOTS 5, 6, & 7 IN THE BROOKHILL SUBDIVISION LOCATED ON RIDGE VIEW STREET.** Greg Sant, Planning & Building Administrator. The Council will consider an ordinance amending the Land Management Code, Chapter 6, Zone District Map, to change the zone designation from Single-Family Residential (R1) to Medium Density Residential (R2) for lots 5, 6, & 7 located in the Brook Hill Phase 2 Subdivision located on Ridge View Street.
  - 4. CITIZEN’S MISSING VOICE AD HOC COMMITTEE DISCUSSION.** Bret Howser, Town Manager. The staff will present comments and options to the Missing Voice Ad Hoc Committee’s report presented on December 12, 2025.
  - 5. CONSIDERATION FOR ADOPTION OF A RESOLUTION APPOINTING A BOARD OF EQUALIZATION FOR THE TOWN OF BRIAN HEAD, UTAH SPECIAL TAX ASSESSMENT AREA 2024-02 (ELK DRIVE); SETTING THE DATES FOR THE BOARD OF EQUALIZATION TO HEAR AND CONSIDER OBJECTIONS AND CORRECTIONS TO ANY PROPOSED ASSESSMENTS; AUTHORIZING THE TOWN CLERK TO PUBLIC AND MAIL A NOTICE OF ASSESSMENT AND BOARD OF EQUALIZATION HEARING; AND REALTED MATTERS.** Bret Howser, Town Manager. The Council will consider a resolution appointing a Board of Equalization and Notice of Assessment for the Elk Drive Special Assessment Area (SAA).

6. **CONSIDERATION FOR ADOPTION OF A RESOLUTION APPOINTING A BOARD OF EQUALIZATION FOR THE BRIAN HEAD UNIT 3 ASSESSMENT AREA; SETTING THE DATES FOR THE BOARD OF EQUALIZATION TO HEAR AND CONSIDER OBJECTIONS AND CORRECTIONS TO ANY PROPOSED ASSESSMENTS; AUTHORIZING THE TOWN CLERK TO PUBLIC AND MAIL A NOTICE OF ASSESSMENT AND BOARD OF EQUALIZATION HEARING; AND REALTED MATTERS.** Bret Howser, Town Manager. The Council will consider a resolution appointing a Board of Equalization and Notice of Assessment for the Brian Head Unit 3 Special Assessment Area (SAA).
7. **MAYOR PRO TEM RESOLUTION.** Mayor Calloway. The Council will consider a resolution approving the Mayor Pro Tem.
8. **FUTURE AGENDA ITEMS.** Discussion on potential items for future Council agendas.

**G. ADJOURNMENT**

**Date: January 9, 2026**

Available to Board Members as per Ordinance No. 11-003 authorizes public bodies, including the Town, to establish written procedures governing the calling and holding of electronic meetings at which one or more members of the public board may participate by means of electronic communications. In compliance with the Americans with Disabilities Act, persons needing auxiliary communications aids and services for this meeting should call Brian Head Town Hall @ (435) 677-2029 at least three days in advance of the meeting.

**CERTIFICATE OF POSTING**

I hereby certify that I have posted copies of this agenda at the following conspicuous locations; the Post Office, The Mall, and the Brian Head Town Hall and have posted copies on the Utah Meeting Notice Website and the Brian Head Town website and have caused a copy of this notice to be delivered to the Daily Spectrum, a newspaper of general circulation.

***Nancy Leigh, Town Clerk***

SCHEDULE 2

NOTICE OF ANNUAL MEETING SCHEDULE



# BRIAN HEAD

## 2026

### BRIAN HEAD TOWN COUNCIL MEETING SCHEDULE

#### LOCATION:

BRIAN HEAD TOWN HALL - COUNCIL CHAMBERS  
56 NORTH HIGHWAY 143, BRIAN HEAD, UT 84719

#### TIME:

ALL MEETINGS ARE SCHEDULED TO BEGIN AT 1:00 P.M. (MST) OR SHORTLY  
THEREAFTER UNLESS OTHERWISE NOTICED.

#### DATES:

ALL MEETINGS ARE SCHEDULED FOR THE 2<sup>ND</sup> & 4<sup>TH</sup> TUESDAY OF EACH MONTH  
ON THE FOLLOWING DATES:

|          |                                     |           |                                     |
|----------|-------------------------------------|-----------|-------------------------------------|
| January  | 13 <sup>th</sup> & 17 <sup>th</sup> | July      | 14 <sup>th</sup> & 28 <sup>th</sup> |
| February | 10 <sup>th</sup> & 24 <sup>th</sup> | August    | 11 <sup>th</sup> & 25 <sup>th</sup> |
| March    | 10 <sup>th</sup> & 27 <sup>th</sup> | September | 8 <sup>th</sup> & 22 <sup>nd</sup>  |
| April    | 14 <sup>th</sup> & 28 <sup>th</sup> | October   | 13 <sup>th</sup> & 27 <sup>th</sup> |
| May      | 12 <sup>th</sup> & 26 <sup>th</sup> | November  | 10 <sup>th</sup>                    |
| June     | 1 <sup>st</sup> & 23 <sup>rd</sup>  | December  | 8 <sup>th</sup>                     |

THERE WILL BE ONE COUNCIL MEETING SCHEDULED FOR THE MONTH OF  
NOVEMBER AND DECEMBER 2026 ON THE 2<sup>ND</sup> TUESDAY OF THESE MONTHS,  
UNLESS OTHERWISE NOTICED.

THE MEETINGS OF THE BRIAN HEAD REDEVELOPMENT AGENCY, BRIAN HEAD  
SPECIAL SERVICE DISTRICT, AND THE BRIAN HEAD MUNICIPAL BUILDING  
AUTHORITY WILL BE HELD WHEN NEEDED AND WILL BE POSTED ACCORDINGLY.

For Meeting Packets and more information visit [brianheadtown.utah.gov](http://brianheadtown.utah.gov)

Dated this 9<sup>th</sup> day of January 2026

In compliance with the Americans with Disabilities Act, persons needing auxiliary communications aids and services for this meeting should  
call the Brian Head Town Hall @ 435-677-2029 giving at least three (3) days notice prior to the meeting.

#### CERTIFICATE OF POSTING

I hereby certify that on January 9, 2026, I posted copies of this 2025 Meeting Schedule in three public and conspicuous places within the  
Town limits of Brian Head, to wit: Town Hall, Post Office, and The Mall and have caused a copy of this notice to be delivered to the Daily  
Spectrum and have posted it on the Utah Public Meeting Notice Website.

*Nancy Leigh, Town Clerk*