



SALT LAKE CITY TRANSMITTAL

To:
Salt Lake City Council Chair

Submission Date:
05/07/2026

Date Sent to Council:
05/08/2026

From:

Department*
Economic Development

Employee Name:
Gibbs, Colin

E-mail
Colin.Gibbs@slc.gov

Department Director Signature

Lorena Riffo Jenson

Chief Administrator Officer's Signature

Rachel Otto

Director Signed Date
05/07/2026

Chief Administrator Officer's Signed Date
05/08/2026

Subject:
Resolution of Intention to Designate Sugar House Special Assessment Area - 2026.05.08

Additional Staff Contact:
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Presenters/Staff Table
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Document Type
Resolution

Budget Impact?
 Yes
 No

Recommendation:
Administration recommends the City Council adopt the Resolution of Intention to designate the Sugar House Business District 2027 (SHBD-27).

Background/Discussion
See first attachment for Background/Discussion

Public Hearing

Is there a City or State statutory requirement to hold a public hearing for this item?*

Yes
 No

The City Council reserves the option to hold and notice for a public hearing pursuant to their practices for public engagement.

Does the City have a general practice to hold a public hearing for this item? *

Yes

No

Public Process

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ERIN MENDENHALL
MAYOR



LORENA RIFFO JENSON
DIRECTOR

DEPARTMENT of ECONOMIC DEVELOPMENT
CITY COUNCIL TRANSMITTAL

Jill Love, Chief Administrative Officer

Date Received: _____
Date sent to Council: _____

DATE: May 8, 2026

FROM: Lorena Rizzo Jenson, Director of the Department of Economic Development

SUBJECT: Resolution of Intention to Designate Sugar House Special Assessment Area

STAFF CONTACTS:

Colin Gibbs, Business Development Division Director – Colin.Gibbs@slc.gov

Liz Ward, Project Manager – Liz.Ward@slc.gov

DOCUMENT TYPE: Resolution

RECOMMENDATION: Administration recommends the City Council adopt the Resolution of Intention to designate the Sugar House Business District 2027 (SHBD-27). This establishes a Special Assessment Area (SAA) in the core commercial area of Sugar House and breaks out a secondary assessment for holiday lighting/signage (area map attached) for a three-year period.

BUDGET IMPACT: The budget summary for the City is detailed starting on page 4 under the section “Financial Summary for SHBD-27.”

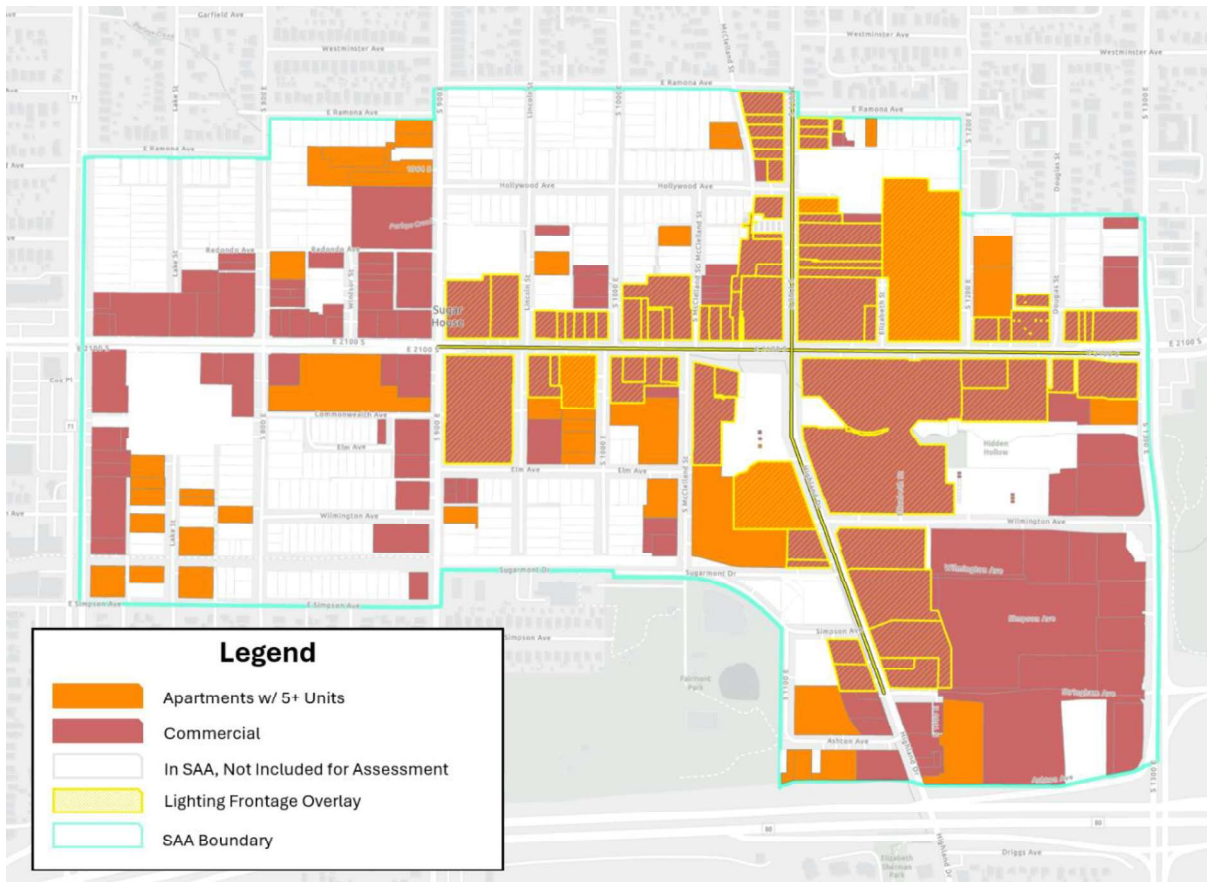
BACKGROUND/DISCUSSION: In Fall of 2021, the Department of Economic Development (DED) received a request from the Sugar House Chamber & Community Alliance (SHC) regarding the creation of an economic promotion special assessment area (SAA) for the Sugar House area. In FY22, Budget Amendment #4, the City Council allocated \$60,000 to cover costs associated with the research and feasibility of a special assessment within Sugar House.

Following this request, staff members from DED convened meetings with representatives from the SHC and Zions Public Finance to discuss the overall process and review potential scenarios for an assessment area. Given planned road construction in Sugar House, the SHC decided to pause the creation of the SAA closer to construction completion. Following construction completion in 2025, the SHC sent an updated request to DED to resume the administrative process to establish an SAA. DED has been working with SHC leadership to confirm property owners’ support, desired rates and types of the assessment, and services that will be provided under the SAA.

The creation of special assessment areas is a lengthy and complex process that is governed by State law, has numerous noticing provisions, public hearings, and other requirements that involve a variety of City Council actions over the next year.

Below are each of the potential scenarios for the assessment area and have been reviewed by the Sugar House Chamber & Community Alliance (SHC). In each of the scenarios the boundaries remain the same, due to the majority of the areas outside the boundaries being heavily residential and lacking in commercial properties.

Sugar House Area map/boundaries



(Ramona Avenue on the north, 1300 East on the east, I-15 on the south down to Fairmont Park to Sugarmont Drive and then Sugarmont Drive to 900 East and then Simpson Avenue down to 700 East, and 700 E on the west.)

Proposed Primary Assessment Scenarios
Estimated Revenue & Budget Options

	Scenario 1: Multifamily 5+ units and Commercial	Scenario 2: Commercial Only	Scenario 3: Commercial Only (Inflation-Adjusted Rate)
Rate	0.00225	0.00225	0.00249
Primary Assessment	\$2,439,163	\$1,437,725	\$1,591,027
Lighting/Signage (\$13/ft)	\$106,613	\$106,613	\$106,613
Total Revenue	\$2,545,776	\$1,544,338	\$1,697,640

City Administrative Costs (One Time Fee - Includes Management, Professional and Technical, Legal, Printing, and Postage)	\$228,280	\$228,280	\$228,280
Reserve (3%)	\$76,373	\$46,330	\$50,929
Salt Lake City Expenses Subtotal	\$304,653	\$274,610	\$279,209

Contract Recipient Budget	\$2,241,123	\$1,269,727	\$1,418,430
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(Revenue & Budget over 3 years)

The SHC representatives have reviewed each of the scenarios and prefer Scenario 3. They expressed that revenue from Scenario 3 is the most sufficient to manage and operate an economic promotion area, while still being acceptable to Sugar House commercial property owners. Additionally, multifamily housing with five or more units is eligible to be included in an SAA, but given sensitivity to housing costs, it was determined to not include these properties at the time of this assessment.

Note that during the first year of the assessment, \$60,000 would be earmarked from the City Administrative Costs to reimburse the City’s General Fund that was allocated in FY22, Budget Amendment #4. Additionally, state statute places a cap on administrative costs at a total 30% across the total revenue from the assessment. These costs include the City’s administrative costs as well as the administrative costs from the contractor chosen to manage the assessment area. DED will monitor these costs throughout the life of the assessment and complete the state-required yearly reporting on the City’s website.

Secondary Assessment: Specialty Lighting & Signage

Lighting/Signage Area - Commercial

2100 S Parcel Frontage (feet)	4,728
Highland Dr. - 1100 E Parcel Frontage (feet)	3,473
Total Lighting Area Parcel Frontage (feet)	8,201
Revenue \$13/ft	\$106,613

(Along 2100 South from 700 East to 1300 East and along 1100 East/Highland Drive from Ramona Avenue to Stringham Avenue.)

Due to the regulations in State code, taxable value cannot be the sole assessment method, and a secondary assessment is required. The Central Business Improvement Area (Downtown) has, since its inception in 1991, implemented a secondary (holiday/specialty lighting) assessment based on the linear frontage of participating parcels. The SHC has indicated to DED that they would like the same for Sugar House. In addition, instead of only holiday lighting they would like to incorporate the specialty lighting year-round.

If future road construction or disruptions to light pole locations happens, secondary assessment funds can also be used to provide temporary signage to all businesses not benefiting from specialty lighting to highlight those businesses, inform their customers they are open during construction, and drive customers to those businesses up until the time that specialty lighting is restored. DED has confirmed with the City Attorney's Office that this is an appropriate use of secondary assessment funds.

Financial Summary for SHBD-27

Revenue for SHBD-27

2025 Taxable Property Valuation	\$638,988,678
Proposed Taxable Value Assessment Rate	0.00249
Taxable Value Assessment Subtotal	\$1,591,082
2025 Linear Footage for Holiday Lights/Signage	8,201
Proposed Holiday Light/Signage Rate per Foot	\$13
Holiday Light Assessment Subtotal	\$106,613
Total Assessment Revenue	\$1,697,640

(Figures have been rounded to the nearest dollar amount)

Tentative Budget for SHBD-27

Salt Lake City Expenses

City Administrative Cost	\$151,200
Professional and Technical	\$37,800
Legal Fees	\$30,000
Printing	\$6,300
Postage Fees	\$3,780
Reserve (3%)	\$50,929
<i>Salt Lake City Expenses Subtotal</i>	<i>\$279,209</i>

Contract Recipient Budget

Economic Development & District Promotion	\$397,160
Marketing, Events, & Cultural Promotion	\$312,055
Ambassador Program & Public Realm Services	\$482,266
Administration	\$226,949
<i>Contract Recipient Subtotal</i>	<i>\$1,418,430</i>

Total Use of Funds **\$1,697,640**

(Figures have been rounded to the nearest dollar amount)

Special Stipulations

Parcels under \$20,000 in valuation as well as residential, ecclesiastical and government owned properties are exempt from the assessment, except those whose owners agree in writing to be assessed. By State law, properties that are not included in the initial Notice of Intent cannot be added at a later date unless the property owner consents. However, properties may be removed from the SAA at the Council’s discretion prior to assessment. Property owners are assessed the full amount but may pay the assessment in three annual installments. If owners of 40% or more of the valuation in the SAA boundaries protest the creation of the SAA, the area cannot be created. No more than 30% of the assessment funds can be spent on administrative expenses.

Conclusion

The SHC’s preferred base rate assessment is Scenario 3, with a rate of 0.00249, and a final budget of \$1,412,762 for the 3-year assessment period. The SHC’s preferred holiday/lighting and signage assessment is for \$13/linear foot of frontage along 2100 South, Highland Drive, and 1100 East (see map). Ultimately, any lighting and signage assessment would be determined by the cost of the lighting contract chosen by the entity selected to manage the Sugar House Assessment Area.

The creation of an assessment area is a lengthy and complex process that is governed by State law, has numerous noticing provisions, public hearings, and other requirements that involve a variety of City Council actions over an approximately one-year period to meet various deadlines and requirements of the “Assessment Area Act” (Utah Code Chapter 11-42).

Relevant Statutes and Ordinances

The definition of "economic promotion activities" in the SAA statute, Utah Code Section 11-42- 102(18) is as follows:

- (18) "Economic promotion activities" means activities that promote economic growth in a commercial area of a local entity, including:
- (a) sponsoring festivals and markets.
 - (b) promoting business investment or activities.
 - (c) helping to coordinate public and private actions; and
 - (d) developing and issuing publications designed to improve the economic well-being of the commercial area.

If the City Council decides to proceed with the creation of a Sugar House Assessment Area, the Department of Economic Development staff can begin setting the tentative 10 to 15-month timeline to initiate a special assessment area.

ATTACHMENTS:

- A. Tentative Proposed Timeline**
- B. Resolution**

Sugar House SAA Tentative Timeline

Step	Action	Description	Group/Lead	Deadlines
1	Consultant Contract	Contract with a consultant to provide guidance throughout process.	DED	
2	Develop Assessment Methodology	Primary and secondary assessment. Methodology that conforms to Assessment Area Act	DED	3/24/2026
3	Technical Description of the Area	Technical Description of the area provided to Engineering. Engineering prepares tax roll.	Consultant	4/20/2026
4	Bond Counsel Description & Improvement Review	Bond Counsel reviews the description of Improvements and Areas to be Improved.	DED	4/20/2026
5	Resolution of intent to designate.	Bond Counsel drafts resolution of Intent to Designate.	Bond Counsel	4/28/2026
6	Resolution of Intent to Designate and Justification transmittal. (Mayor)	Resolution of Intent to Designate and justification documentation transmitted to Mayor's Office.	DED	5/7/2026
7	Resolution of Intent to Designate and Justification transmittal. (Council Office)	Resolution of Intent to Designate and justification documentation transmitted to Council Office.	Mayor's Office	5/18/2026
8	City Council – Work Session	DED will brief the City Council on SAA Information and the Resolution of Intent to Designate.	DED	5/28/2026
9	Property Owner Letter (Notice of Intent to Designate) Prep	Property Owner letter includes verbiage of preliminary estimate, rate, notice of intent to designate, common question and map finalized.	DED	6/8/2026
10	Tax Roll	Engineering assesses County Data & DED approves	Engineering & DED	6/8/2026
11	City Council – Formal Meeting	City Council adopts the Resolution of Intent to Designate the assessment area.	City Council	Early June 2026
12	Salt Lake County Property Tax Information.	Numbers should be available by June 30, 2026.	Consultant	6/30/2026
13	Post Notice of Intent to Designate	Post notice of intent to designate in at least three public places within boundaries of jurisdiction. 20 – 35 days before protest hearing.	DED	Late June or Early July 2026
14	Mail out Notice of Intent to Designate	Mail Notice of Intent to Designate, within 10 days of notice posting.	DED sends via State Mail	Early July 2026
15	Minutes prepared for use at protest hearing	Distribute to team SAA.	Bond Counsel	7/23/2026
16	City Council – Formal Meeting	City Council Protest Hearing	City Council	Early August 2026
17	Draft Resolution to Designate the Assessment Area and appoint the Board of Equalization (BOE).	Bond Counsel prepares, DED and Attorney's Office review.	Bond Counsel	8/10/2026
18	Resolution to Designate the Assessment Area and appoint the Board of Equalization Transmittal (Mayor's Office)	Resolution to Designate the Assessment Area and appoint the Board of Equalization Transmitted to Mayor's Office.	DED	8/17/2026
19	Resolution to Designate the Assessment Area and appoint the Board of Equalization (City Council).	Resolution to Designate the Assessment Area and appoint the Board of Equalization Transmitted to the Council Office.	Mayor's Office	8/24/2026
20	Property Owners Written Protests Filing Deadline	Property owners who are protesting the assessment area. Also, the end of 60-day written protest period.	Recorder's Office	Early October 2026
21	Compile Written Protests & Deliver to City Council	Compilation of protests sent to City Council.	Recorder's Office	10/4/2026
22	Publishing of Written Protests	Publishing of Written Protests on City & State public notice website.	Recorder's Office	10/5/2026
23	City Council – Formal Meeting	City Council announces the protest tally and if it exceeds 40% threshold. Within 15 days after protest period ends.	City Council	Mid-October 2026
24	City Council – Formal Meeting	City Council adopts the Resolution to Designate the Assessment Area and appoints the Board of Equalization.	City Council	Mid-October 2026

25	Recording of the Resolution to Designate the Assessment Area & Notice of Proposed Assessment	Record Resolution to Designate the Assessment Area and Notice of Proposed Assessment with Salt Lake County Recorder, within 15 days of adoption.	Recorder's Office	Late October 2026
26	BOE Notice and Dates of BOE Meetings.	Finalize Verbiage for BOE notice and dates of BOE meetings.	Bond Counsel	10/22/2026
27	Prepare mailing for the BOE notice.	Begins 2 weeks before mailing date.	Engineering	11/6/2026
28	Publication of the BOE hearings.	Publication and posting of time and location of the 3 consecutive meetings. Posted in 3+ public places 20 - 35 days from the first BOE hearing date. Published on the Utah Public Notice Website.	Recorder's & DED	11/10/2026
29	Mailing due to Recorder's Office for review.	Due 1 week before mailing date.	Engineering	11/13/2026
30	Mailing of preliminary assessment & notice of BOE hearings	Mailing sent to each property owner and each street address.	DED	11/20/2026
31	BOE hearings 9:00 am to 10:00 am (public meeting).	Held on consecutive days by statute.	Recorder's Office	12/1/2026
32	BOE hearings 10:00 am to 11:00 am (public meeting).	Held on consecutive days by statute.	Recorder's Office	12/2/2026
33	BOE hearings 1:00 pm to 2:00 pm (public meeting).	Held on consecutive days by statute.	Recorder's Office	12/3/2026
34	Finalization of BOE Hearings	Finalize the report	DED	12/11/2026
35	BOE Report Completion	BOE report completed, signed, and forwarded to City Council and Bond Counsel.	DED	12/14/2026
36	Mailing of BOE Final Report	BOE report mailed to objecting property owners. Begins 15-day appeal period.	Engineering	12/21/2026
37	Assessment Ordinance	Bond Counsel drafts Assessment Ordinance	Bond Counsel	12/21/2026
38	Assessment Ordinance Transmittal (Mayor's Office).	Assessment Ordinance transmitted to the Mayor's Office.	DED	1/4/2027
39	Assessment Ordinance Transmittal (Council Office).	Assessment Ordinance transmitted to the Council Office.	Mayor's Office	1/11/2027
40	Budget Submission for SAA	Submit budget to SLC Finance Department.	DED	1/11/2027
41	City Council – Formal Meeting	City Council accepts or modifies BOE recommendations and adopts or rejects Assessment Ordinance.	City Council	Early Feb 2027
42	Assessment Area Management Contract drafting and Execution	Execute Agreement between Salt Lake City and the vendor to manage the assessment area.	DED	After budget approval
43	Transfer properties into billing status.		Engineering	2/20/2027
44	Publication & Posting of the Assessment Ordinance	Publication of the Assessment Ordinance on the Utah Public Notice Website. Post a copy of the Assessment Ordinance in at least three public places within the jurisdiction boundaries. For at least 21 days	DED/Recorder's	2/24/2027
45	Assessment Invoices and Billing	Mail assessment notices and invoices to Property Owners	Treasurer	3/5/2027
46	Record Notice of Assessment Interest with Salt Lake County Recorder.	Utah Code 11-42-404(4)(b)(iii) requires the notice of assessment interest to "describe the property assessed by legal description and tax identification number." Metes and Bounds legal description provided by Recorder's Office.	(SLC) Recorder's Office	3/20/2027
47	Effective start date of the Assessment Ordinance	Must be specified in the Assessment Ordinance	DED	3/21/2027
48	Assessment Payments Due	Invoice Payments due from property owners [15 days after effective date of Assessment Ordinance]	Treasurer	4/6/2027

Salt Lake City, Utah

June ____, 2026

A regular meeting of the City Council of Salt Lake City, Utah, was held on _____, June ____, 2026, at the hour of 7:00 p.m., at which meeting there were present and answering to roll call the following members who constituted a quorum:

Alejandro Puy	Chair
Erika Carlsen	Vice-Chair
Chris Wharton	Councilmember
Eva Lopez Chavez	Councilmember
Victoria Petro	Councilmember
Dan Dugan	Councilmember
Sarah Young	Councilmember

Also present:

Erin Mendenhall	Mayor
Mark Kittrell	City Attorney
Keith Reynolds	City Recorder

Absent:

Thereupon the following proceedings, among others, were duly had and taken:

The following resolution was introduced in writing, was read by title, and Councilmember _____ moved its adoption:

RESOLUTION NO. ___ of 2026

A Resolution of intention of the City Council of Salt Lake City, Utah (the “City”), to designate an Assessment Area for the purpose of levying assessments against properties within the Assessment Area to promote business activity and economic development in the Sugar House neighborhood of the City by assessing benefited properties within the Assessment Area for the costs of such economic promotion activities for a period of three years (the “Assessments”); and to fix a time and place for protests against the Assessment Area and its assessments, and related matters.

BE IT RESOLVED by the City Council of Salt Lake City, Utah, as follows:

Section 1. The City Council (the “Council”) of Salt Lake City, Utah (the “City”), hereby determines that it will be in the best interest of the City to promote economic growth activities in the Sugar House neighborhood of Salt Lake City. The proposed activities are more specifically described hereafter, but generally will include, but will not be limited to, advertising campaigns, newsletters, publications, festivals, special events, banners, branding/marketing, cultural promotion, placemaking initiatives, limited trash pickup, hospitality, wayfinding assistance, holiday lighting/signage, light maintenance, homeless services, including connection to social services through the Ambassadors Program & Public Realm Services, business recruitment, district research/reporting, surveys, government coordination, housing advocacy collaboration, town meetings, strategic planning and special projects (collectively, the “Economic Promotion Activities”) in the Sugar House neighborhood as described hereafter and more specifically identified on maps and plans on file in the Office of the City Recorder of the City. In order to accomplish the Economic Promotion Activities, the City proposes to designate the Salt Lake City, Utah Sugar House Assessment Area No. 1 (the “Assessment Area”) pursuant to Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the “Act”), the area of which is more particularly described in the Notice of Intention to Designate Assessment Area set out hereafter.

Section 2. A portion of the cost of the Economic Promotion Activities shall be paid by a special assessment to be levied against business and commercial properties situated within the Assessment Area that are specially benefited by the Economic Promotion Activities. The assessment will have two components: (i) an assessment based on the 2025 taxable property values (the “Base Assessment”), plus (ii) an assessment on certain properties by linear feet for special holiday lights and signage (the “Lighting/Signage Assessment” and together with the Base Assessment, the “Assessment”). Attached hereto as Exhibit A is a list of the properties within the Assessment Area and the proposed Assessment related to each property. The Assessment may be paid when assessed or, at the option of the property owner, in three (3) annual installments with interest on any delinquent installment until paid.

Section 3. The Council shall hold a public hearing on [August ___, 2026], at 7:00 p.m. at the Council Chambers at 451 South State Street in Salt Lake City, Utah to hear all objections related to the Assessment Area as set forth in the Act. Thereafter, written protests from property owners against the proposed assessments may be filed in the Office of the City Recorder of the City, whose address is 451 South State Street, Room 415, for a period of 60 days after the date of the public hearing. On _____, [October ___, 2026] (such date being within 15 days after the date the protest period expires), at 7:00 p.m. in the Council Chambers at 451 South State Street

in Salt Lake City, Utah, the Council shall count the written protests filed and calculate whether adequate protests have been filed and hold a public meeting to announce the protest tally and whether adequate protests have been filed. The Council may thereafter adopt a resolution abandoning or creating the proposed Assessment Area depending on whether adequate protests have been filed. The City Recorder is hereby directed to give notice of intention to designate the Assessment Area (the "Notice of Intention") to finance and support the Economic Promotion Activities. The Notice of Intention shall specify the date of the public hearing and the time within which protests against the proposed assessments may be filed. The Notice of Intention shall 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 of the public hearing. As a Class B Notice, the City Recorder shall mail a copy of the Notice of Intention by United States Mail, postage prepaid, to each owner of property to be assessed within the Assessment Area at the last known mailing address of such owner, using for such purpose the names and addresses of said owners appearing on the last completed real property assessment rolls of Salt Lake County, Utah, and, in addition, a copy of the Notice of Intention shall be mailed, postage prepaid, addressed to "Owner" at the street number of each piece of improved property to be affected by the Assessment. If a street number has not been so assigned, then the post office box, rural route number, or any other mailing address of the improved property shall be used for the mailing of the Notice of Intention. Said Notice of Intention shall be in substantially the following form:

NOTICE OF INTENTION TO DESIGNATE ASSESSMENT AREA

PUBLIC NOTICE IS HEREBY GIVEN that on [June ____, 2026], the City Council of Salt Lake City, Utah adopted a resolution (the “Resolution”) declaring its intention to designate the Salt Lake City, Utah Sugar House Assessment Area No. ____ (the “Assessment Area”) to finance a portion of the cost of economic promotion activities, which are more specifically described hereafter (the “Economic Promotion Activities”) in the Sugar House neighborhood of Salt Lake City within the Assessment Area and to levy a special assessment (the “Assessment” or “Assessments”) for a period of three years as provided in Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the “Act”), on real property situated within the Assessment Area for the benefit of which such assessments are to be expended in the management and costs of the Economic Promotion Activities.

DESCRIPTION OF ASSESSMENT AREA

The Assessment Area is described by reference to the following streets (the “Reference Streets”):

- A – Ramona Avenue from 700 East to 1200 East
- B – 1200 East from Ramona Avenue to Property Line between 1963 South 1200 East and 1979 S 1200 East
- C – Property Line between 1963 South 1200 East and 1979 South 1200 East from 1200 East to Alley 12884
- D – Alley 12884 from Property Line between 1963 South 1200 East and 1979 South 1200 East to Douglas Street
- E – Alley 12109 from Douglas Street to Alley 13236
- F -- Alley 13236 from Alley 12109 to 1300 East
- G – 1300 East from Alley 13236 to North right-of-way line of I-80
- H – North right-of-way line of I-80 from 1300 East to 1100 East
- I – 1100 East from North right-of-way line of I-80 to Sugarmont Drive
- J – Sugarmont Drive from S McClelland Street to 900 East
- K – 900 East from Sugarmont Drive to Simpson Avenue
- L – Simpson Avenue from 900 East to 700 East
- M – 700 East from Simpson Avenue to Ramona Avenue

The area of the Assessment Area shall include all property bounded by Reference Streets A through M described above.

The Lighting/Signage Assessment (as described herein) shall apply to the following streets (collectively, the “Lighting/Signage Streets”):

- A – On 2100 South from 900 East to 1300 East
- B – On 1100 East from Ramona Avenue to 2100 South
- C – On Highland Drive from 2100 South to Stringham Avenue

The Resolution, maps, and other information about the Assessment Area are available for examination during business hours in the offices of the Salt Lake City Recorder, 451 South State Street, Room 415, Salt Lake City, Utah.

ACTIVITIES AND MANAGEMENT OF THE ASSESSMENT AREA

The “Economic Promotion Activities” shall include, but not be limited to, advertising campaigns, newsletters, publications, festivals, special events, banners, branding/marketing, cultural promotion, placemaking initiatives, limited trash pickup, hospitality, wayfinding assistance, holiday lighting/signage, light maintenance, homeless services including connection to social services through the Ambassadors Program & Public Realm Services, business recruitment, district research/reporting, surveys, government coordination, housing advocacy collaboration, town meetings, strategic planning and special projects. The Economic Promotion activities will take place within the boundaries of the Assessment Area for the benefit of business and commercial property owners within the Assessment Area.

The City will establish a management contract through March 2030 for purposes of promotional activities for the Assessment Area, subject to the creation of the Assessment Area.

ASSESSMENT RATE, FINANCIAL PLAN, AND SOURCES AND USES OF FUNDS

Funds received from the Assessments and the estimated cost of the Economic Promotion Activities are as follows:

Sources of Funds*

Base Assessment Revenue	\$1,591,027
Lighting/Signage Assessment Revenue	<u>\$106,613</u>
Total	<u>\$1,697,640</u>

Uses of Funds*

Salt Lake City	
Administrative Cost	\$228,280
3% Reserve	\$50,929
Contractor:	
Economic Development & District Promotion	\$397,160
Marketing, Events, & Cultural Promotion	\$312,055
Ambassador Program & Public Realm Services	\$482,266
Administration	\$226,949
Total	<u>\$1,697,640</u>

* Figures have been rounded and may not sum due to rounding.

The Assessment is proposed to be levied on benefited property within the Assessment Area to pay for a portion of the Economic Promotion Activities according to the estimated benefits to

the property from such activities. The Economic Promotion Activities will not be financed with bonds.

PROPERTIES EXCLUDED FROM ASSESSMENT AREA ASSESSMENTS

Residential, ecclesiastical, and government-owned properties shall be excluded from Assessments unless otherwise agreed to in writing by the City and the owners of such properties. Subject to the foregoing sentence, only business and commercial properties shall be assessed. [In addition, any properties having a taxable value of less than \$20,000 based upon the most recent real property assessment roll of Salt Lake County shall be excluded from Assessments]. The determination of qualification for exclusion for ecclesiastical and government-owned property shall be based upon exemptions from ad valorem real property taxes for properties used by churches for non-commercial purposes and for properties owned and operated by governmental agencies. Inasmuch as the Assessment is intended to fund economic promotion activities, the City does not find any benefits for residential, ecclesiastical and/or governmental property excluded from the Assessment.

BASIS FOR ASSESSMENT

It is proposed to levy a one-time Assessment for a three-year period on property in the Assessment Area to pay all or a portion of the estimated costs of the Economic Promotion Activities within the Assessment Area. The Assessment shall not exceed the benefits derived by the properties within the Assessment Area. There shall be two assessment components: (i)(i) an assessment based on the 2025 taxable property values (the “Base Assessment”), plus (ii)(ii) an assessment based on linear feet (except that corner lots will not be assessed for both frontages as applicable, only one) on certain properties with frontage on the Lighting/Signage Streets for special holiday lights and signage (the “Lighting/Signage Assessment” and together with the Base Assessment, the “Assessment”).

PAYMENT OF ASSESSMENTS

Assessments shall be payable in full or in three (3) annual installments (the “Assessment Installment” or “Installments”). If payable in three (3) Installments, the first Installment will fall due fifteen (15) days after the effective date of the ordinance levying the Assessment (the “Assessment Ordinance”). The total Assessment for the benefited property related to this notice is detailed in the cover letter accompanying this notice. The first Installment is currently estimated to be due on approximately [April ____, 2027]. The second and third Installments will fall due on the first and second anniversary dates of the first Installment. If any Installment is not paid by the due date, the unpaid Installment(s) will accumulate delinquent interest and/or charges in accordance with the Assessment Ordinance and State law. The Assessments will be collected by directly billing property owners. The City doesn’t currently expect any adjustments to the Assessments for changes in costs associated with Economic Promotion Activities. The City will ensure that no Assessments will be collected and used for purposes other than those described in this Notice.

PUBLIC HEARING

The City Council shall hold a public hearing on August ___, 2026 at 7:00 p.m. at the Council Chambers at 451 South State Street in Salt Lake City, Utah to hear all objections related to the Assessment Area and all persons desiring to be heard, as set forth in the Act.

TIME FOR FILING PROTESTS

PROTESTS FROM PROPERTY OWNERS OBJECTING TO THE ASSESSMENT AREA DESIGNATION OR OBJECTING TO BEING ASSESSED FOR THE PROPOSED ECONOMIC PROMOTION ACTIVITIES MUST BE FILED IN WRITING WITH THE CITY RECORDER OF SALT LAKE CITY EITHER IN PERSON DURING REGULAR BUSINESS HOURS MONDAY THROUGH FRIDAY OR BY MAIL (PO BOX 145515) ON OR BEFORE 5:00 P.M. ON OCTOBER ____, 2026.

To be counted against the creation of the Assessment Area, protests or objections MUST BE IN WRITING, signed by the owners of the property proposed to be assessed. The written protest must describe or otherwise identify said property. If the aggregate taxable value of property that is the subject of timely filed written protests represents at least 40% of the aggregate taxable value of all property within the Assessment Area, the City Council will not impose the Base Assessment, and if the linear feet frontage of the Lighting/Signage Streets (except that corner lots will not apply for both frontages as applicable, only one) that is the subject of timely filed written protests represents at least 40% of the aggregate linear feet frontage of Lighting/Signage Streets assessed within the Assessment Area, the City Council will not impose the Lighting/Signage Assessment. Protests withdrawn prior to the expiration of the protest period and protests from areas deleted from the Assessment Area will not be counted against the creation of the Assessment Area.

On Tuesday, [October ___, 2026] (such date being within 15 days after the date the protest period expires), at 7:00 p.m. at the Council Chambers at 451 South State Street in Salt Lake City, Utah, the City Council shall count the written protests filed and calculate whether adequate protests have been filed and hold a public meeting to announce the protest tally and whether adequate protests have been filed. To stay informed on the electronic means or physical location of the City Council's hearings and meetings, please visit www.slcc.gov/council/agendas. The City shall post the total and percentage of the written protests it has received on its website at least five days before such meeting.

BY RESOLUTION OF THE CITY COUNCIL OF SALT LAKE CITY, UTAH

City Recorder

Councilmember _____ seconded the motion to adopt the foregoing resolution. The motion and resolution were unanimously adopted on the following recorded vote:

AYE:

NAY:

After the conduct of other business not pertinent to the above, the meeting was, on motion duly made and seconded, adjourned.

(SEAL)

By: _____
Chair

ATTEST:

By: _____
City Recorder

APPROVED AS TO FORM:

 /s/ Sara Montoya
Sara Montoya
Senior City Attorney

PRESENTATION TO THE MAYOR

The foregoing resolution was presented to the Mayor for her approval or disapproval on _____, 2026.

By: _____
Chair

MAYOR'S APPROVAL OR DISAPPROVAL

The foregoing resolution is hereby approved on this _____, 2026.

By: _____
Mayor

CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, Keith Reynolds, the undersigned City Recorder of Salt Lake City, Utah (the “City”), do hereby certify, according to the records of the City Council of Salt Lake City, Utah (the “City Council”) in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 524202, Utah Code Annotated 1953, as amended (“Utah Code”), I gave not less than twenty-four (24) hours public notice of the agenda, date, time, and place of the _____, 2026, public meeting held by the City Council (“Notice”), by causing the Notice, in the form attached hereto as Schedule 1:

- (i) to be posted at the anchor location for the meeting 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;
- (ii) to be posted to the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting; and
- (iii) to be posted on the City’s official website at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2026 Annual Meeting Schedule for the City Council (attached hereto as Schedule 2) was given specifying the date, time, and place of the regular meetings of the City Council to be held during the year, by causing said Notice to be posted at least annually (a) on the Utah Public Notice Website, (b) on the City’s official website, and (c) at the anchor location for the meeting.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this _____, 2026.

(SEAL)

By: _____
City Recorder

SCHEDULE 1
MEETING NOTICE

SCHEDULE 2
ANNUAL MEETING NOTICE

EXHIBIT A

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Sugar House SAA Tentative Timeline

Step	Action	Description	Group/Lead	Deadlines
1	Consultant Contract	Contract with a consultant to provide guidance throughout process.	DED	
2	Develop Assessment Methodology	Primary and secondary assessment. Methodology that conforms to Assessment Area Act	DED	3/24/2026
3	Technical Description of the Area	Technical Description of the area provided to Engineering. Engineering prepares tax roll.	Consultant	4/20/2026
4	Bond Counsel Description & Improvement Review	Bond Counsel reviews the description of Improvements and Areas to be Improved.	DED	4/20/2026
5	Resolution of intent to designate.	Bond Counsel drafts resolution of Intent to Designate.	Bond Counsel	4/28/2026
6	Resolution of Intent to Designate and Justification transmittal. (Mayor)	Resolution of Intent to Designate and justification documentation transmitted to Mayor's Office.	DED	5/7/2026
7	Resolution of Intent to Designate and Justification transmittal. (Council Office)	Resolution of Intent to Designate and justification documentation transmitted to Council Office.	Mayor's Office	5/18/2026
8	City Council – Work Session	DED will brief the City Council on SAA Information and the Resolution of Intent to Designate.	DED	5/28/2026
9	Property Owner Letter (Notice of Intent to Designate) Prep	Property Owner letter includes verbiage of preliminary estimate, rate, notice of intent to designate, common question and map finalized.	DED	6/8/2026
10	Tax Roll	Engineering assesses County Data & DED approves	Engineering & DED	6/8/2026
11	City Council – Formal Meeting	City Council adopts the Resolution of Intent to Designate the assessment area.	City Council	Early June 2026
12	Salt Lake County Property Tax Information.	Numbers should be available by June 30, 2026.	Consultant	6/30/2026
13	Post Notice of Intent to Designate	Post notice of intent to designate in at least three public places within boundaries of jurisdiction. 20 – 35 days before protest hearing.	DED	Late June or Early July 2026
14	Mail out Notice of Intent to Designate	Mail Notice of Intent to Designate, within 10 days of notice posting.	DED sends via State Mail	Early July 2026
15	Minutes prepared for use at protest hearing	Distribute to team SAA.	Bond Counsel	7/23/2026
16	City Council – Formal Meeting	City Council Protest Hearing	City Council	Early August 2026
17	Draft Resolution to Designate the Assessment Area and appoint the Board of Equalization (BOE).	Bond Counsel prepares, DED and Attorney's Office review.	Bond Counsel	8/10/2026
18	Resolution to Designate the Assessment Area and appoint the Board of Equalization Transmittal (Mayor's Office)	Resolution to Designate the Assessment Area and appoint the Board of Equalization Transmitted to Mayor's Office.	DED	8/17/2026
19	Resolution to Designate the Assessment Area and appoint the Board of Equalization (City Council).	Resolution to Designate the Assessment Area and appoint the Board of Equalization Transmitted to the Council Office.	Mayor's Office	8/24/2026
20	Property Owners Written Protests Filing Deadline	Property owners who are protesting the assessment area. Also, the end of 60-day written protest period.	Recorder's Office	Early October 2026
21	Compile Written Protests & Deliver to City Council	Compilation of protests sent to City Council.	Recorder's Office	10/4/2026
22	Publishing of Written Protests	Publishing of Written Protests on City & State public notice website.	Recorder's Office	10/5/2026
23	City Council – Formal Meeting	City Council announces the protest tally and if it exceeds 40% threshold. Within 15 days after protest period ends.	City Council	Mid-October 2026
24	City Council – Formal Meeting	City Council adopts the Resolution to Designate the Assessment Area and appoints the Board of Equalization.	City Council	Mid-October 2026

25	Recording of the Resolution to Designate the Assessment Area & Notice of Proposed Assessment	Record Resolution to Designate the Assessment Area and Notice of Proposed Assessment with Salt Lake County Recorder, within 15 days of adoption.	Recorder's Office	Late October 2026
26	BOE Notice and Dates of BOE Meetings.	Finalize Verbiage for BOE notice and dates of BOE meetings.	Bond Counsel	10/22/2026
27	Prepare mailing for the BOE notice.	Begins 2 weeks before mailing date.	Engineering	11/6/2026
28	Publication of the BOE hearings.	Publication and posting of time and location of the 3 consecutive meetings. Posted in 3+ public places 20 - 35 days from the first BOE hearing date. Published on the Utah Public Notice Website.	Recorder's & DED	11/10/2026
29	Mailing due to Recorder's Office for review.	Due 1 week before mailing date.	Engineering	11/13/2026
30	Mailing of preliminary assessment & notice of BOE hearings	Mailing sent to each property owner and each street address.	DED	11/20/2026
31	BOE hearings 9:00 am to 10:00 am (public meeting).	Held on consecutive days by statute.	Recorder's Office	12/1/2026
32	BOE hearings 10:00 am to 11:00 am (public meeting).	Held on consecutive days by statute.	Recorder's Office	12/2/2026
33	BOE hearings 1:00 pm to 2:00 pm (public meeting).	Held on consecutive days by statute.	Recorder's Office	12/3/2026
34	Finalization of BOE Hearings	Finalize the report	DED	12/11/2026
35	BOE Report Completion	BOE report completed, signed, and forwarded to City Council and Bond Counsel.	DED	12/14/2026
36	Mailing of BOE Final Report	BOE report mailed to objecting property owners. Begins 15-day appeal period.	Engineering	12/21/2026
37	Assessment Ordinance	Bond Counsel drafts Assessment Ordinance	Bond Counsel	12/21/2026
38	Assessment Ordinance Transmittal (Mayor's Office).	Assessment Ordinance transmitted to the Mayor's Office.	DED	1/4/2027
39	Assessment Ordinance Transmittal (Council Office).	Assessment Ordinance transmitted to the Council Office.	Mayor's Office	1/11/2027
40	Budget Submission for SAA	Submit budget to SLC Finance Department.	DED	1/11/2027
41	City Council – Formal Meeting	City Council accepts or modifies BOE recommendations and adopts or rejects Assessment Ordinance.	City Council	Early Feb 2027
42	Assessment Area Management Contract drafting and Execution	Execute Agreement between Salt Lake City and the vendor to manage the assessment area.	DED	After budget approval
43	Transfer properties into billing status.		Engineering	2/20/2027
44	Publication & Posting of the Assessment Ordinance	Publication of the Assessment Ordinance on the Utah Public Notice Website. Post a copy of the Assessment Ordinance in at least three public places within the jurisdiction boundaries. For at least 21 days	DED/Recorder's	2/24/2027
45	Assessment Invoices and Billing	Mail assessment notices and invoices to Property Owners	Treasurer	3/5/2027
46	Record Notice of Assessment Interest with Salt Lake County Recorder.	Utah Code 11-42-404(4)(b)(iii) requires the notice of assessment interest to "describe the property assessed by legal description and tax identification number." Metes and Bounds legal description provided by Recorder's Office.	(SLC) Recorder's Office	3/20/2027
47	Effective start date of the Assessment Ordinance	Must be specified in the Assessment Ordinance	DED	3/21/2027
48	Assessment Payments Due	Invoice Payments due from property owners [15 days after effective date of Assessment Ordinance]	Treasurer	4/6/2027

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Salt Lake City, Utah

June ____, 2026

A regular meeting of the City Council of Salt Lake City, Utah, was held on _____, June ____, 2026, at the hour of 7:00 p.m., at which meeting there were present and answering to roll call the following members who constituted a quorum:

Alejandro Puy	Chair
Erika Carlsen	Vice-Chair
Chris Wharton	Councilmember
Eva Lopez Chavez	Councilmember
Victoria Petro	Councilmember
Dan Dugan	Councilmember
Sarah Young	Councilmember

Also present:

Erin Mendenhall	Mayor
Mark Kittrell	City Attorney
Keith Reynolds	City Recorder

Absent:

Thereupon the following proceedings, among others, were duly had and taken:

The following resolution was introduced in writing, was read by title, and Councilmember _____ moved its adoption:

RESOLUTION NO. ___ of 2026

A Resolution of intention of the City Council of Salt Lake City, Utah (the “City”), to designate an Assessment Area for the purpose of levying assessments against properties within the Assessment Area to promote business activity and economic development in the Sugar House neighborhood of the City by assessing benefited properties within the Assessment Area for the costs of such economic promotion activities for a period of three years (the “Assessments”); and to fix a time and place for protests against the Assessment Area and its assessments, and related matters.

BE IT RESOLVED by the City Council of Salt Lake City, Utah, as follows:

Section 1. The City Council (the “Council”) of Salt Lake City, Utah (the “City”), hereby determines that it will be in the best interest of the City to promote economic growth activities in the Sugar House neighborhood of Salt Lake City. The proposed activities are more specifically described hereafter, but generally will include, but will not be limited to, advertising campaigns, newsletters, publications, festivals, special events, banners, branding/marketing, cultural promotion, placemaking initiatives, limited trash pickup, hospitality, wayfinding assistance, holiday lighting/signage, light maintenance, homeless services, including connection to social services through the Ambassadors Program & Public Realm Services, business recruitment, district research/reporting, surveys, government coordination, housing advocacy collaboration, town meetings, strategic planning and special projects (collectively, the “Economic Promotion Activities”) in the Sugar House neighborhood as described hereafter and more specifically identified on maps and plans on file in the Office of the City Recorder of the City. In order to accomplish the Economic Promotion Activities, the City proposes to designate the Salt Lake City, Utah Sugar House Assessment Area No. 1 (the “Assessment Area”) pursuant to Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the “Act”), the area of which is more particularly described in the Notice of Intention to Designate Assessment Area set out hereafter.

Section 2. A portion of the cost of the Economic Promotion Activities shall be paid by a special assessment to be levied against business and commercial properties situated within the Assessment Area that are specially benefited by the Economic Promotion Activities. The assessment will have two components: (i) an assessment based on the 2025 taxable property values (the “Base Assessment”), plus (ii) an assessment on certain properties by linear feet for special holiday lights and signage (the “Lighting/Signage Assessment” and together with the Base Assessment, the “Assessment”). Attached hereto as Exhibit A is a list of the properties within the Assessment Area and the proposed Assessment related to each property. The Assessment may be paid when assessed or, at the option of the property owner, in three (3) annual installments with interest on any delinquent installment until paid.

Section 3. The Council shall hold a public hearing on [August ___, 2026], at 7:00 p.m. at the Council Chambers at 451 South State Street in Salt Lake City, Utah to hear all objections related to the Assessment Area as set forth in the Act. Thereafter, written protests from property owners against the proposed assessments may be filed in the Office of the City Recorder of the City, whose address is 451 South State Street, Room 415, for a period of 60 days after the date of the public hearing. On _____, [October ___, 2026] (such date being within 15 days after the date the protest period expires), at 7:00 p.m. in the Council Chambers at 451 South State Street

in Salt Lake City, Utah, the Council shall count the written protests filed and calculate whether adequate protests have been filed and hold a public meeting to announce the protest tally and whether adequate protests have been filed. The Council may thereafter adopt a resolution abandoning or creating the proposed Assessment Area depending on whether adequate protests have been filed. The City Recorder is hereby directed to give notice of intention to designate the Assessment Area (the "Notice of Intention") to finance and support the Economic Promotion Activities. The Notice of Intention shall specify the date of the public hearing and the time within which protests against the proposed assessments may be filed. The Notice of Intention shall 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 of the public hearing. As a Class B Notice, the City Recorder shall mail a copy of the Notice of Intention by United States Mail, postage prepaid, to each owner of property to be assessed within the Assessment Area at the last known mailing address of such owner, using for such purpose the names and addresses of said owners appearing on the last completed real property assessment rolls of Salt Lake County, Utah, and, in addition, a copy of the Notice of Intention shall be mailed, postage prepaid, addressed to "Owner" at the street number of each piece of improved property to be affected by the Assessment. If a street number has not been so assigned, then the post office box, rural route number, or any other mailing address of the improved property shall be used for the mailing of the Notice of Intention. Said Notice of Intention shall be in substantially the following form:

NOTICE OF INTENTION TO DESIGNATE ASSESSMENT AREA

PUBLIC NOTICE IS HEREBY GIVEN that on [June ____, 2026], the City Council of Salt Lake City, Utah adopted a resolution (the “Resolution”) declaring its intention to designate the Salt Lake City, Utah Sugar House Assessment Area No. ____ (the “Assessment Area”) to finance a portion of the cost of economic promotion activities, which are more specifically described hereafter (the “Economic Promotion Activities”) in the Sugar House neighborhood of Salt Lake City within the Assessment Area and to levy a special assessment (the “Assessment” or “Assessments”) for a period of three years as provided in Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the “Act”), on real property situated within the Assessment Area for the benefit of which such assessments are to be expended in the management and costs of the Economic Promotion Activities.

DESCRIPTION OF ASSESSMENT AREA

The Assessment Area is described by reference to the following streets (the “Reference Streets”):

- A – Ramona Avenue from 700 East to 1200 East
- B – 1200 East from Ramona Avenue to Property Line between 1963 South 1200 East and 1979 S 1200 East
- C – Property Line between 1963 South 1200 East and 1979 South 1200 East from 1200 East to Alley 12884
- D – Alley 12884 from Property Line between 1963 South 1200 East and 1979 South 1200 East to Douglas Street
- E – Alley 12109 from Douglas Street to Alley 13236
- F -- Alley 13236 from Alley 12109 to 1300 East
- G – 1300 East from Alley 13236 to North right-of-way line of I-80
- H – North right-of-way line of I-80 from 1300 East to 1100 East
- I – 1100 East from North right-of-way line of I-80 to Sugarmont Drive
- J – Sugarmont Drive from S McClelland Street to 900 East
- K – 900 East from Sugarmont Drive to Simpson Avenue
- L – Simpson Avenue from 900 East to 700 East
- M – 700 East from Simpson Avenue to Ramona Avenue

The area of the Assessment Area shall include all property bounded by Reference Streets A through M described above.

The Lighting/Signage Assessment (as described herein) shall apply to the following streets (collectively, the “Lighting/Signage Streets”):

- A – On 2100 South from 900 East to 1300 East
- B – On 1100 East from Ramona Avenue to 2100 South
- C – On Highland Drive from 2100 South to Stringham Avenue

The Resolution, maps, and other information about the Assessment Area are available for examination during business hours in the offices of the Salt Lake City Recorder, 451 South State Street, Room 415, Salt Lake City, Utah.

ACTIVITIES AND MANAGEMENT OF THE ASSESSMENT AREA

The “Economic Promotion Activities” shall include, but not be limited to, advertising campaigns, newsletters, publications, festivals, special events, banners, branding/marketing, cultural promotion, placemaking initiatives, limited trash pickup, hospitality, wayfinding assistance, holiday lighting/signage, light maintenance, homeless services including connection to social services through the Ambassadors Program & Public Realm Services, business recruitment, district research/reporting, surveys, government coordination, housing advocacy collaboration, town meetings, strategic planning and special projects. The Economic Promotion activities will take place within the boundaries of the Assessment Area for the benefit of business and commercial property owners within the Assessment Area.

The City will establish a management contract through March 2030 for purposes of promotional activities for the Assessment Area, subject to the creation of the Assessment Area.

ASSESSMENT RATE, FINANCIAL PLAN, AND SOURCES AND USES OF FUNDS

Funds received from the Assessments and the estimated cost of the Economic Promotion Activities are as follows:

Sources of Funds*

Base Assessment Revenue	\$1,591,027
Lighting/Signage Assessment Revenue	<u>\$106,613</u>
Total	<u>\$1,697,640</u>

Uses of Funds*

Salt Lake City	
Administrative Cost	\$228,280
3% Reserve	\$50,929
Contractor:	
Economic Development & District Promotion	\$397,160
Marketing, Events, & Cultural Promotion	\$312,055
Ambassador Program & Public Realm Services	\$482,266
Administration	\$226,949
Total	<u>\$1,697,640</u>

* Figures have been rounded and may not sum due to rounding.

The Assessment is proposed to be levied on benefited property within the Assessment Area to pay for a portion of the Economic Promotion Activities according to the estimated benefits to

the property from such activities. The Economic Promotion Activities will not be financed with bonds.

PROPERTIES EXCLUDED FROM ASSESSMENT AREA ASSESSMENTS

Residential, ecclesiastical, and government-owned properties shall be excluded from Assessments unless otherwise agreed to in writing by the City and the owners of such properties. Subject to the foregoing sentence, only business and commercial properties shall be assessed. [In addition, any properties having a taxable value of less than \$20,000 based upon the most recent real property assessment roll of Salt Lake County shall be excluded from Assessments]. The determination of qualification for exclusion for ecclesiastical and government-owned property shall be based upon exemptions from ad valorem real property taxes for properties used by churches for non-commercial purposes and for properties owned and operated by governmental agencies. Inasmuch as the Assessment is intended to fund economic promotion activities, the City does not find any benefits for residential, ecclesiastical and/or governmental property excluded from the Assessment.

BASIS FOR ASSESSMENT

It is proposed to levy a one-time Assessment for a three-year period on property in the Assessment Area to pay all or a portion of the estimated costs of the Economic Promotion Activities within the Assessment Area. The Assessment shall not exceed the benefits derived by the properties within the Assessment Area. There shall be two assessment components: (i)(i) an assessment based on the 2025 taxable property values (the “Base Assessment”), plus (ii)(ii) an assessment based on linear feet (except that corner lots will not be assessed for both frontages as applicable, only one) on certain properties with frontage on the Lighting/Signage Streets for special holiday lights and signage (the “Lighting/Signage Assessment” and together with the Base Assessment, the “Assessment”).

PAYMENT OF ASSESSMENTS

Assessments shall be payable in full or in three (3) annual installments (the “Assessment Installment” or “Installments”). If payable in three (3) Installments, the first Installment will fall due fifteen (15) days after the effective date of the ordinance levying the Assessment (the “Assessment Ordinance”). The total Assessment for the benefited property related to this notice is detailed in the cover letter accompanying this notice. The first Installment is currently estimated to be due on approximately [April ____, 2027]. The second and third Installments will fall due on the first and second anniversary dates of the first Installment. If any Installment is not paid by the due date, the unpaid Installment(s) will accumulate delinquent interest and/or charges in accordance with the Assessment Ordinance and State law. The Assessments will be collected by directly billing property owners. The City doesn’t currently expect any adjustments to the Assessments for changes in costs associated with Economic Promotion Activities. The City will ensure that no Assessments will be collected and used for purposes other than those described in this Notice.

PUBLIC HEARING

The City Council shall hold a public hearing on August ___, 2026 at 7:00 p.m. at the Council Chambers at 451 South State Street in Salt Lake City, Utah to hear all objections related to the Assessment Area and all persons desiring to be heard, as set forth in the Act.

TIME FOR FILING PROTESTS

PROTESTS FROM PROPERTY OWNERS OBJECTING TO THE ASSESSMENT AREA DESIGNATION OR OBJECTING TO BEING ASSESSED FOR THE PROPOSED ECONOMIC PROMOTION ACTIVITIES MUST BE FILED IN WRITING WITH THE CITY RECORDER OF SALT LAKE CITY EITHER IN PERSON DURING REGULAR BUSINESS HOURS MONDAY THROUGH FRIDAY OR BY MAIL (PO BOX 145515) ON OR BEFORE 5:00 P.M. ON OCTOBER ____, 2026.

To be counted against the creation of the Assessment Area, protests or objections MUST BE IN WRITING, signed by the owners of the property proposed to be assessed. The written protest must describe or otherwise identify said property. If the aggregate taxable value of property that is the subject of timely filed written protests represents at least 40% of the aggregate taxable value of all property within the Assessment Area, the City Council will not impose the Base Assessment, and if the linear feet frontage of the Lighting/Signage Streets (except that corner lots will not apply for both frontages as applicable, only one) that is the subject of timely filed written protests represents at least 40% of the aggregate linear feet frontage of Lighting/Signage Streets assessed within the Assessment Area, the City Council will not impose the Lighting/Signage Assessment. Protests withdrawn prior to the expiration of the protest period and protests from areas deleted from the Assessment Area will not be counted against the creation of the Assessment Area.

On Tuesday, [October ___, 2026] (such date being within 15 days after the date the protest period expires), at 7:00 p.m. at the Council Chambers at 451 South State Street in Salt Lake City, Utah, the City Council shall count the written protests filed and calculate whether adequate protests have been filed and hold a public meeting to announce the protest tally and whether adequate protests have been filed. To stay informed on the electronic means or physical location of the City Council's hearings and meetings, please visit www.slcc.gov/council/agendas. The City shall post the total and percentage of the written protests it has received on its website at least five days before such meeting.

BY RESOLUTION OF THE CITY COUNCIL OF SALT LAKE CITY, UTAH

City Recorder

Councilmember _____ seconded the motion to adopt the foregoing resolution. The motion and resolution were unanimously adopted on the following recorded vote:

AYE:

NAY:

After the conduct of other business not pertinent to the above, the meeting was, on motion duly made and seconded, adjourned.

(SEAL)

By: _____
Chair

ATTEST:

By: _____
City Recorder

APPROVED AS TO FORM:

 /s/ Sara Montoya
Sara Montoya
Senior City Attorney

PRESENTATION TO THE MAYOR

The foregoing resolution was presented to the Mayor for her approval or disapproval on _____, 2026.

By: _____
Chair

MAYOR'S APPROVAL OR DISAPPROVAL

The foregoing resolution is hereby approved on this _____, 2026.

By: _____
Mayor

STATE OF UTAH)
 : ss.
COUNTY OF SALT LAKE)

AFFIDAVIT OF MAILING
NOTICE OF INTENTION

I, Keith Reynolds, the duly chosen, qualified, and acting City Recorder of Salt Lake City, Utah (the “City”), do hereby certify that a Notice of Intention to Designate Assessment Area (the “Notice of Intention”) was approved and adopted in the proceedings of the City Council held on Tuesday, _____, 2026.

I further certify that the Notice of Intention was 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 of the public hearing (_____, 2026).

I further certify that on _____, 2026, I mailed a true copy of the Notice of Intention by United States Mail, postage prepaid to each owner of land to be assessed within the proposed 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 Salt Lake County, and in addition I mailed on the same date a copy of said Notice of Intention addressed to “Owner” addressed to the street number, post office box, rural route number, or other mailing address of each piece of improved property to be affected by the assessment.

I further certify that a certified copy of said Notice of Intention, together with profiles of the improvements or economic promotion activities and a map of the proposed Assessment Area, was on file in my office for inspection by any interested parties.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of Salt Lake City, Utah, this _____, 2026.

(SEAL)

By: _____
City Recorder

CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, Keith Reynolds, the undersigned City Recorder of Salt Lake City, Utah (the “City”), do hereby certify, according to the records of the City Council of Salt Lake City, Utah (the “City Council”) in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 524202, Utah Code Annotated 1953, as amended (“Utah Code”), I gave not less than twenty-four (24) hours public notice of the agenda, date, time, and place of the _____, 2026, public meeting held by the City Council (“Notice”), by causing the Notice, in the form attached hereto as Schedule 1:

- (i) to be posted at the anchor location for the meeting 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;
- (ii) to be posted to the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting; and
- (iii) to be posted on the City’s official website at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2026 Annual Meeting Schedule for the City Council (attached hereto as Schedule 2) was given specifying the date, time, and place of the regular meetings of the City Council to be held during the year, by causing said Notice to be posted at least annually (a) on the Utah Public Notice Website, (b) on the City’s official website, and (c) at the anchor location for the meeting.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this _____, 2026.

(SEAL)

By: _____
City Recorder

SCHEDULE 1
MEETING NOTICE

SCHEDULE 2
ANNUAL MEETING NOTICE

EXHIBIT A

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