

WOODLAND HILLS CITY COUNCIL
PUBLIC HEARING, WORK SESSION, AND CITY COUNCIL MEETING
MINUTES - JULY 14, 2026

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

The Woodland Hills City Council held a Public Hearing, followed by a Work Session and a City Council Meeting on Tuesday, July 14, 2026, at the Woodland Hills City Center. The meeting was conducted in person with electronic participation available as reflected below.

PUBLIC HEARING

Time Opened: 6:05 p.m.

Present: Mayor Benjamin Hillyard; Council Member Janet Lunt; Council Member Kari Malkovich; Council Member Dan Roden.

Electronically: Council Member Steve Johns.

Staff Present: Community Development Director/Fire Chief Ted Mickelsen; Recorder Jody Stones; Wayne Frandsen, Code Enforcement Officer and Planning Commission Chair; Sergeant Garrett Dutson, Utah County Sheriff's Office.

Public Present: Dorel Kynaston and others as reflected in the meeting record.

1. Proposed Revision to the Amended 2025-2026 Fiscal Year Budget

Mayor Hillyard opened the public hearing regarding the proposed revision to the amended 2025-2026 fiscal year budget and invited public comment. No public comment was received. Mayor Hillyard closed the public hearing and proceeded to the Work Session.

WORK SESSION

Mayor Hillyard opened the Work Session. The City Council discussed agenda items and received informational presentations. No formal action was taken during the Work Session.

Present: Mayor Benjamin Hillyard; Council Member Hutchings, Council Member Janet Lunt; Council Member Kari Malkovich; Council Member Dan Roden.

Electronically: Council Member Steve Johns.

Staff/Presenters: Community Development Director/Fire Chief Ted Mickelsen; Recorder Jody Stones; Wayne Frandsen, Code Enforcement Officer and Planning Commission Chair; Sergeant Garrett Dutson, Utah County Sheriff's Office; Sharlene Wilde; Josh McKell; and Mike Stagg.

Public Present: Dorel Kynaston; Diana Sackett participated electronically; and others as reflected in the meeting record.

2. Utah Local Government Trust Training - Josh McKell and Mike Stagg

Mike Stagg and Josh McKell from the Utah Local Government Trust delivered risk management and loss prevention training to the city council and staff. Mr. McKell mentioned that the Trust insures about 91% of Utah's cities. Mr. Stagg pointed out that similar training is offered to other government entities and highlighted the importance of consistent risk-management practices. The session covered municipal risk, loss prevention, and strategies to minimize exposure while enhancing organizational consistency. (Council Member Johns joined the meeting in person at 6:50 p.m.)

3. Discussion of Resolution 2026-44 Approving and Ratifying Year-End Budgetary and Accounting Adjustments for the 2025-2026 Fiscal Year

Mayor Hillyard introduced Sharlene Wilde, the new city bookkeeping manager. Ms. Wilde clarified that the resolution before the council was a routine year-end housekeeping measure to reconcile the city's final

amended budget and accounting records. She explained that transfers between funds needed to be balanced and that these adjustments could be approved after fiscal year-end because they finalized the 2025-2026 accounts. Council Member Hutchings inquired about transfers in the capital improvement fund and the use of proceeds. Ms. Wilde addressed the accounting questions and recommended approving the year-end adjustments.

4. Discussion of Auditing Services for 2026

Mayor Hillyard noted that auditing services were on the agenda at the previous city council meeting. After reviewing the current auditor's proposal and discussing it with Ms. Wilde and the auditor, the auditor clarified that the document reviewed at the previous council meeting was a pricing model, not a separate engagement agreement. Mayor Hillyard recommended maintaining consistency for the 2026 audit by continuing with Larsen and Company and initiating a broader request-for-proposal process for professional services in January.

Council Member Johns supported keeping consistency for the current audit cycle. Mayor Hillyard mentioned his intention to issue RFPs in January for engineering, legal, garbage, and other professional services as part of the upcoming procurement review.

5. Review of Sponsorship Agreement between Woodland Hills and Utah County for America 250

Mayor Hillyard reviewed the Utah County sponsorship agreement for the City's America 250 activities and stated that Council authorization was required for the city to enter into the agreement. He noted that event expenses had slightly exceeded the initial estimate and that additional flags purchased for the celebration would remain available for future use by the city. He asked any future references to the America 250 Potluck or other activities the City may hold in connection with the America 250 celebration to acknowledge that the events are being sponsored in part by Utah County.

Council Member Malkovich expressed her appreciation for the county's willingness to contribute and acknowledged the importance of the celebration.

6. Update on Pavement Preservation Project and Road Bond

Mr. Mickelsen reported that a preconstruction meeting had been held. Preliminary work, including lowering manholes, was expected to begin next week. Grinding, grading, and paving are scheduled to begin on or about August 3, with the construction period expected to last approximately six weeks.

Mr. Mickelsen stated that the city planned to use Yoppify and other city communication channels to provide construction notifications and project updates to residents. Council Member Malkovich expressed her desire for a map of the construction project to go out to all residents, not just those directly impacted by potential closures.

7. City Grants Update

Mr. Mickelsen stated that the city is working with Jones and DeMille on the pickleball court project. The property has been surveyed, and he is awaiting plans before moving forward with the next steps.

Council Member Johns mentioned a potential fundraising project for residents who wish to donate to the project. Council Member Hutchings inquired about project details, such as surfacing and coating costs.

8. Discussion of Large Purchase Requests

Mayor Hillyard reported that the current fiscal year's budget allocates funds for essential repairs to the city's exterior. A bid of \$32,047.38 was received for the work. Council Member Johns suggested the bid might be high and asked if the mayor was willing to seek additional bids. The council discussed the importance of keeping the final scope and costs within the budget before making a decision.

9. Department Reports

a. Community Development / Public Works / Fire Department - Ted Mickelsen. Mr. Mickelsen reported that Utah County had completed the design for the roundabout project. The project was expected to go to bid in the fall, with construction anticipated for the spring of 2027. He also reported that the city's wildland fire crew had been assigned to the Stookey Fire.

b. Planning Commission and Code Enforcement - Wayne Frandsen. Mr. Frandsen reported on community feedback received following an open invitation in his June 'Wayne's World' communication. He noted that one resident suggested a change to the fencing ordinance. When he spoke with the resident, the resident had not been aware that the applicable provision had already been amended.

c. Emergency Management. No report was provided.

d. 911 Special Service District - Dorel Kynaston. Mr. Kynaston stated that the July 5 community potluck was one of the largest city events he had attended. Regarding the 911 Special Service District, both Orem and Lindon are considering joining. The potential consolidation would require additional dispatch personnel and a significant initial investment, but preliminary projections indicated that participating agencies' ongoing costs could be reduced by approximately 20 percent. For Woodland Hills, the estimated annual reduction was approximately \$4,000. Mr. Kynaston stated that, if approved, implementation would likely take about one year.

10. Mayor and City Council Reports

a. Mayor Hillyard - MAG/COG, SESD, Dry Creek Transfer Station, and Legal/Administrative Updates. Mayor Hillyard had nothing substantive to report on MAG/COG updates. He reported that SESD remains in a favorable position despite anticipated regional power price increases and is continuing to evaluate long-term power supply options.

Mayor Hillyard also reported on a fire at the Dry Creek Transfer Station the preceding Saturday. He stated that improperly disposed flammable material contributed to the incident and that a roof-venting failure caused heavy smoke and limited visibility. The burn net sustained minor heat damage, but no structural damage to the building was reported. Mr. Mickelsen stated that the response lasted approximately ten hours. Council Member Hutchings noted that a number of cities responded to the call.

Mayor Hillyard addressed some social media comments directed at current and former city officials and staff. He acknowledged that criticizing policies and elected officials is part of public engagement but expressed concern when such commentary turns personal or targets staff beyond their official duties. Council Member Malkovich responded by expressing her support for the wonderful job the city staff does.

b. Council Member Hutchings - SUVMWA and Mt. Nebo Water. Council Member Hutchings shared information about an upcoming Central Utah water meeting and referenced an informational video. The video can be viewed at <https://www.youtube.com/watch?v=9Ddo8iF5Nd8>

The council also discussed reservoir reserves and the importance of maintaining sufficient water storage through the winter season.

c. Council Member Johns - UVHBA and UHBA. Council Member Johns had nothing to report.

d. Council Member Lunt. Council Member Lunt thanked residents Dennis Lisonbee and Shannon Gilbert, as well as everyone who contributed to the success of the America 250 potluck.

e. Council Member Malkovich - South Utah County Animal Shelter. Council Member Malkovich had nothing to report.

f. Council Member Roden. Council Member Roden announced he has finished the initial version of software designed to assist in managing city events. He mentioned that the app includes governance features and is currently being tested during the upcoming Woodland Hills Days event.

11. Items for Upcoming City Council Meetings

Mayor Hillyard noted that the next regular City Council meeting is scheduled for August 11, 2026. Council Member Johns requested a presentation regarding fundraising for the pickleball court.

Work Session Closed: 8:27 p.m.

CITY COUNCIL MEETING

12. Call to Order

Mayor Hillyard called the regular City Council Meeting to order at 8:33 p.m.

Present: Mayor Benjamin Hillyard; Council Members Brian Hutchings, Steve Johns, Janet Lunt, Kari Malkovich, and Dan Roden.

Staff Present: Community Development Director/Fire Chief Ted Mickelsen; Recorder Jody Stones; Wayne Frandsen, Code Enforcement Officer and Planning Commission Chair; and Sergeant Garrett Dutson, Utah County Sheriff's Office.

Public Present: Dorel Kynaston; Diana Sackett and Sherry Burger participated electronically; and others as reflected in the meeting record.

13. Invocation

Council Member Lunt offered the invocation.

14. Pledge of Allegiance

Council Member Johns led the Pledge of Allegiance.

15. Public Comment

Sherry Burger expressed appreciation for fire department, the flags, and the friendship over the 4th of July weekend. She also expressed interest in having the Parks, Trails, and Recreation Committee involved in fundraising efforts and having a booth at Woodland Hills Days.

CONSENT AGENDA

16. June 23, 2026 City Council Meeting Minutes

Motion: Council Member Johns moved to approve the Consent Agenda, including the June 23, 2026 City Council Meeting Minutes.

Second: Council Member Malkovich seconded the motion.

Vote: The motion passed unanimously.

BUSINESS AND DISCUSSION

17. Resolution 2026-44 Approving and Ratifying Year-End Budgetary and Accounting Adjustments for the 2025-2026 Fiscal Year

Motion: Council Member Malkovich moved to adopt Resolution 2026-44.

Second: Council Member Roden seconded the motion.

Vote: The motion passed unanimously.

18. Approval of Auditing Services for 2026

Motion: Council Member Lunt moved to approve the auditing services for 2026 and for the city to stay with Larsen and Co., as discussed.

Second: Council Member Malkovich seconded the motion.

Vote: The motion passed unanimously.

19. Authorization for the Mayor to Sign the Sponsorship Agreement between Woodland Hills and Utah County for America 250

Motion: Council Member Lunt moved to authorize Mayor Hillyard to sign the sponsorship agreement between Woodland Hills City and Utah County for America 250.

Second: Council Member Roden seconded the motion.

Vote: The motion passed unanimously.

20. Approval of Large Purchase Requests

Motion: Council Member Hutchings proposed approving the large expenditure for exterior repairs at the city center, within the original budget amount, pending additional bids and a review of the final scope and cost.

Second: Council Member seconded the motion.

Vote: The motion passed unanimously.

CLOSED SESSION

Motion: At 8:43 p.m., Council Member Malkovich moved to temporarily recess the open meeting and convene in a closed session for the purpose of discussing pending or reasonably imminent litigation as permitted by Utah Code § 52-4-205.

Second: Council Member Hutchings seconded the motion.

Roll Call Vote: Mayor Hillyard called for a roll-call vote. Council Member Malkovich voted aye; Council Member Johns voted aye; Council Member Hutchings voted aye; Council Member Roden voted aye; and Council Member Lunt voted aye. The motion passed unanimously.

Mayor Hillyard dismissed the staff.

The Council entered closed session at approximately 8:56 p.m.

Present during the closed session were Mayor Hillyard, Council Members Hutchings, Council Member Lunt, Council Member Malkovich, Council Member Johns, and Council Member Roden. The closed session began at 8:56 p.m. No final action, ordinance, resolution, rule, regulation, contract approval, or other formal vote was taken during the closed session.

The closed session was audio recorded.

At approximately 9:44 p.m., the council concluded the closed-session discussion.

RETURN TO OPEN MEETING

The Woodland Hills City Council returned to open session at approximately 9:45 p.m. Mayor Hillyard announced that the closed session had concluded. No action was taken in closed session.

ADJOURNMENT

Motion: After returning to open session, Council Member Malkovich moved to adjourn the meeting.

The meeting adjourned at 9:47 p.m.