



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](#))

Via Zoom Meeting ID# 811 8413 9602

TUESDAY, MARCH 25, 2025 @ 1:00 PM

AGENDA

- A. CALL TO ORDER**
- B. PLEDGE ALLEGIANCE**
- C. DISCLOSURES**
- D. APPROVAL OF THE MINUTES:** March 11, 2025. Meeting Minutes.
- E. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS.** Public input is limited to three (3) minutes on non-agenda items.
- F. AGENDA ITEMS:**
 - 1. 2025 PATCHWORK PARKWAY ANNUAL REPORT & FUNDING REQUEST. .** Nancy Dalton, Patchwork Parkway Director. Nancy Dalton will give the Patchwork Parkway's annual report
 - 2. FISCAL YEAR 2026 STRATEGIC PLAN DRAFT REVIEW.** Bret Howser, Town Manager. The Council will continue their review of the draft FY 2026 Strategic Plan.
 - 3. TRAILS MASTER PLAN ADOPTION.** Bret Howser, Town Manager. The Council will consider an ordinance adopting an updated Trails Master Plan.
 - 4. CONSTRUCTION MITIGATION ADMINISTRATIVE POLICY.** Greg Sant, Planning & Building Administrator. The Council will consider approval for a proposed administrative policy to mitigate and manage construction activities within the town.
 - 5. FUTURE AGENDA ITEMS.** Discussion on potential items for future Council agendas.
- G. ADJOURNMENT**

Date: March 25, 2024

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



BRIAN HEAD

STAFF REPORT TO THE TOWN COUNCIL

ITEM: PATCHWORK PARKWAY ANNUAL REPORT

AUTHOR: Nancy Leigh, Town Clerk
DEPARTMENT: Administration
DATE: March 25, 2025
TYPE OF ITEM: Legislative Action

SUMMARY:

Nancy Dalton, Utah Patchwork Parkway Director, will give the annual report for the Utah Patchwork Parkway which includes the annual funding request of \$1,500 for Brian Head Town's portion of the program.

BACKGROUND:

Since 2011 Brian Head Town has been a partner in the Utah Patchwork Parkway program when it was in the beginning stages for the Southern Utah area. Past Mayor Dutch Deutschlander was instrumental in bringing the Patchwork Parkway onboard and making Highway 143 a State Scenic Byway and then a designated National Scenic Byway.

Other surrounding communities of Parowan and Panguitch have also partnered with the Patchwork Parkway program to help identify projects for the Scenic Byway program that includes interpretive signage along with other projects that Nancy Dalton will review during her annual report.

ANALYSIS:

Nancy Dalton will give the annual Patchwork Parkway report and talk about the 2025/2026 Byway Projects.

Brian Head Town also has an annual contribution for the operating budget of \$1,500 that is identified from the Redevelopment Agency Fund.



Last year, the Town contributed an additional \$15,823 for the National Scenic Byway project of install kiosks in Brian Head and along Hwy. 143 including Parowan and Panguitch who have also contributed to this project.

FINANCIAL IMPLICATIONS:

The annual contribution of \$1,500 to the Patchwork Parkway is identified out of the Redevelopment Agency fund.

STAFF RECOMMENDATION:

N/A

PROPOSED MOTION:

Motion is not necessary unless Nancy Dalton identifies additional costs to the Town for the FY2026 budget for proposed projects, then the Council can make a motion to approve the additional funding for a project.

ATTACHMENTS:

A - 2025 Patchwork Parkway Annual Report



Utah's Patchwork Parkway 2024 Annual Report March 2054

"Utah's Patchwork Parkway offers travelers a diverse patchwork of colors, cultures, and climates."

National Scenic Byway Program

In 2022, Congress reapproved project funding for the National Scenic Byway Program. Utah's Patchwork Parkway continues to participate in this program and the National Scenic Byway Foundation and its programs. Each year, the FHWA Byway Grant Allocation has decreased from \$26 million to just over \$7 million.

Local Scenic Byway Program

Utah's Patchwork Parkway Committee continues to work with the Utah Office of Tourism on issues that affect the State Scenic Byway Program, including marketing and legislative issues.

2025- Byway Projects

- **FHWA Byway Grant Progress Report**

Utah's Patchwork Parkway's Interpretive Signage & Kiosks Project will construct nine (9) Interpretive Kiosk facilities, replace four (4) Byway Wayfinding/Directional metal signs; and produce printed and digital-accessible Interpretive materials.

The Design Phase of the FHWA Byway Grant is completed and the Construction Phase has started. Currently, UDOT is accepting bids from its pre-qualified list of contractors. This should be finalized in April with work to begin in June of 2025. All This is a two-year project with the local match being split over two budget years. The total cost of the project is \$312,358, with 80% NSBP match of \$249,886.40, and 20% Local Match of \$62,471.60. Local Match funds will come from the following:

Brian Head Town \$15,823.67 cash

Panguitch City \$ 5,000 cash In-kind Match \$10,823.67

Parowan City \$ 5,000 cash In-Kind Match \$10,823.67

The remaining Local Match of \$6,000 will come from Garfield County and Iron County through their respective Tourism Marketing Grants. Utah's Patchwork

Parkway and UDOT are working on amending the project grant award to reduce the marketing component to reflect Garfield and Iron County's actual local match.

- Current rebuilding utahspatchworkparkway.com website which will:
 1. Feature activities and major events along the Byway
 2. With seamless page links, direct Visitors to County and City websites for lodging, dining, and visitor amenities listings/information
 3. With seamless page links, direct Visitors to our local and state public land management agencies for activities, events, and public use information
 4. Directional Maps and other activities to engage and invite visitors to come and spend time enjoying our Byway communities and public attractions and events
- Create a new Billboard design for the Byway's I-15 Billboard south of Exit 75.
- Support the Dixie National Forest Service in its effort to restore the Brian Head Peak Observation Shelter.
- Continue to implement Social Media/Website marketing strategies:
 1. Utilize the National Scenic Association Social Media Partnership of Feature Blogs and eight (8) Social Media Ad content on National Tourism social media platforms
 2. Work with the expertise of Garfield and Iron Counties Tourism Social Media specialists to place social media ads on highly used/visitor engagement social media platforms
- Continue to assist the State Scenic Byway Committee in strengthening the State Scenic Byway Program.

Funding Request for Upcoming FY 2024-25

Purpose: Implement Marketing Strategies, apply for grants for community byway projects, upgrade and maintain website, byway administration and managing operating budget; and Year 2 funding request for the 2022 FHWA/Byway grant project.

Funding Request Share

	Operating Budget	Grant In-Kind Match	Total with In-Kind
Brian Head Town	\$1,500		\$ 1,500
Panguitch City	\$1,500	\$10,823 In-Kind	\$12,323
Parowan City	<u>\$1,500</u>	<u>\$10,823 In-Kind</u>	<u>\$12,323</u>
2024-25 Budget	\$4,500	\$21,646 In-Kind	\$26,146



Utah's Patchwork Parkway
2025 Marketing Campaign

	A	B	C	D	E	F
1	Item	Description	Total Cost	Garfield County Share	Iron County Share	Patchwork Share
2	1. Brochure	5,000 Double-sided 4 Color Brochures - includes content research/writing, design, layout and printing	3750	3750		
3	2. Digital Brochure	Converting print brochure to digital version and formatting onto website page	1000		1000	
4	3. Digital "Seek & Find" Visitor Engagement Game	Creating content into digital version and formatting onto website page; create digital reporting mechanism; creating digital badge	2250	1250		1000
5	4a. Social Media Ads & Blogs	Create content for Blogs and create social media ads - 8 social media ads & 2 Blog/Features	1000		1000	
6	4b. Social Media Ad Placements	Costs for placing Social Media Ads - with National Scenic Byway Association	300			300
7	5a. I-15 Billboard	12 month annual lease (no price change since 2011)	5525		5525	
8	5b. Billboard Design	Create new Billboard Design, fabrication including vinyl and installation	2500		2500	
9						
10	Totals		16325	5000	10025	1300

**Utah's Patchwork Parkway
Adopted 2025 Operating Budget**

	A	B	C
1	INCOME	DESCRIPTION	AMOUNT
2		Balance from 2024 - 12/31/2024	6065.53
3		Contributions from 3 Byway Communities	4500
4		I-15 Billboard - Garfield & Iron County Tourism Matching Marketing Grants - if approved - New Billboard Design & Annual Lease	8025
5		FYI - NOTE: ALL FHWA Grant Funds are directly managed by FHWA/UDOT CMS and do not flow through the Byway	
6		TOTAL INCOME FOR 2025	18590.53
7			
8	EXPENSES		
9		Utah Business Name Renewal	25
10		I-15 Billboard Design & Annual Lease	8025
11		Social Media Ads (\$150 per month March-December)	1500
12		Website - Hosting	150
13		Website Upgrade - Back online	2500
14		Website Existing Domain Names AutoRenew 2/4/2026 hwy143.org & .com and utahspatchworkparkway.com & .org	
15		Additional Domain Name - hwy143.net & utahspatchworkparkway.net	30
16		Memberships - National Scenic Byway Association	300
17		Interpretive Kiosks Ribbon Cutting Celebration/Driving Tour printed materials & other items	500
18		Telephone - \$30/month	360
19		Contract Labor - Byway Coordinator's Admin - \$300/month	3600
20		Travel/Conference Fees/Lodging	500
21		TOTAL EXPENSES FOR 2025	17490
22			
23	DIFFERENCE		1100.53



STAFF REPORT TO THE TOWN COUNCIL

ITEM: DRAFT FY 2026 STRATEGIC PLAN REVIEW

AUTHOR: Bret Howser
DEPARTMENT: Administration
DATE: March 25, 2025
TYPE OF ITEM: Discussion

SUMMARY:

Council will review and discuss the attached Draft FY 2026 Strategic Plan, in particular the proposed strategies and action steps, and direct staff regarding any changes they would like to see.

BACKGROUND:

Council met at a Strategic Planning Retreat in January and reviewed the Community Vision, Town Goals, and FY 2025 Strategies & Action Steps. Based on discussion and direction from that retreat, staff has drafted a proposed FY 2026 Strategic Plan.

During the March 11, 2025 Council meeting, the Council reviewed the Public Works Department and some of the Administration's department. .

ANALYSIS:

The Draft FY 2026 Strategic Plan is attached. The attached plan is a collaboration of the Administration, Public Works, and Public Safety Departments. It is anticipated that this draft plan will be reviewed over two council meetings in March, and then adopted in April.

FINANCIAL IMPLICATIONS:

The FY 2026 budget, which will be presented in April, will be based on this strategic plan.

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Council should review and discuss the attached Draft FY 2026 Strategic Plan, in particular the proposed action steps, and direct staff regarding any changes they would like to see.

PROPOSED MOTION:

No motion necessary, item is discussion/informational only

ATTACHMENTS:

A – Draft FY 2026 Strategic Plan

FISCAL YEAR 2026 STRATEGIC PLAN

BRIAN  HEAD

*Proposed
March 11, 2025*



CONTENTS

PURPOSE STATEMENT

Brian Head Town exists to serve the interests of its residents, homeowners, businesses and guests. As a local government entity, the Town Council and staff strive to accomplish those things which Town stakeholders expect of their local government in the most efficient manner possible. To accomplish this, the Town engages in a detailed and thorough strategic planning process which is described in these pages.

This document focuses on the strategies which will be administered by the staff of Brian Head Town in order to pursue the goals of the Town Council and effectuate the vision set forth by the community. Many of these strategies may be ongoing or long-term in nature, but each strategy will be pursued to one degree or another during the course of Fiscal Year 2026 (July 1, 2025 thru June 30, 2026).

Certain action steps which will be carried out in pursuit of these strategies are also detailed herein. These action steps, along with typical day-to-day duties, make up the work plan for staff for the fiscal year. This document stems from the Community Vision and serves as the basis for the fiscal year budget.

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STRATEGIC PLANNING PROCESS

Brian Head Town engages in strategic planning in order to ensure that the community's expectations of its local government are being met. Through strategic planning, all resources (meaning every tax dollar spent and each man hour worked) are tied back to a clear community vision through goals, strategies, and action steps.

The elements of strategic planning shown here are intended to establish what it is the residents and guests of Brian Head expect from their local government by 1) defining a vision, 2) fleshing out that vision in a set of outcome-oriented goals, 3) developing strategies to effectuate those goals, 4) identifying the action steps staff will take in pursuit of the strategies, and 5) allocating resources to these actions. In this manner, we will better ensure that finite resources are being most effectively applied toward achieving what the community ultimately expects of its local government.

COMMUNITY VISION

In August of 2013, the Town Council directed town staff to re-establish a community vision which would drive a new effort in strategic planning. A focus group of individuals representing various facets of the community was assembled to look at Brian Head through the lenses of culture, economy, and environment, and from their discussion and brainstorming on those topics derive a single

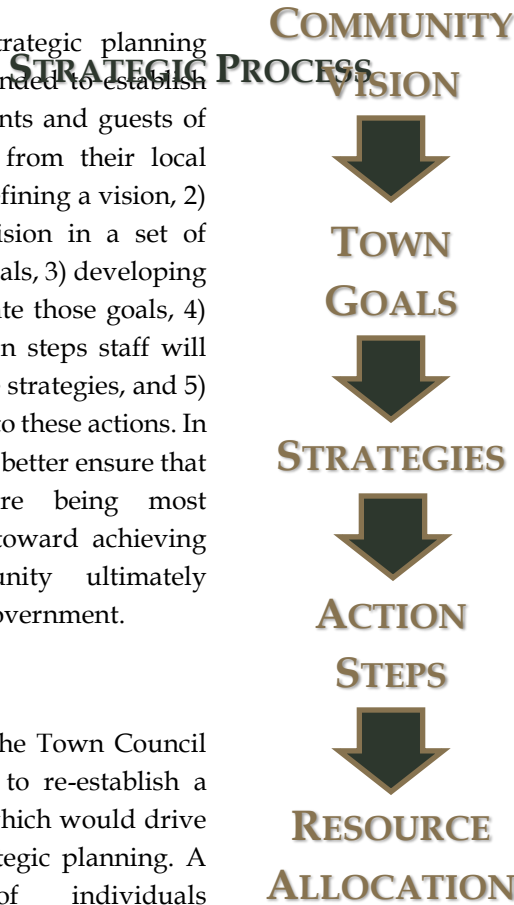
unifying statement defining a vision of what Brian Head is and hopes to become. The Brian Head Town Community Vision was then submitted to the public and Council for approval in a series of public hearings in September and October 2013.

The Council adopted the Brian Head Town

Community Vision which is summarized in the statement at the bottom of this page. Further information about this vision, including more detailed descriptions of the current and ideal culture, environment, and economy of the Town are included in the Brian Head Town Community Vision document available online at www.brianheadtown.utah.gov or by contacting Town Hall at 435-677-2029.

TOWN GOALS

Following adoption of the community vision, the Town Council developed a set of Town goals which flow from the vision. These goals highlight aspects of the vision which require special attention from the staff. Council will review these goals annually to monitor the progress made on each goal and may modify these goals in the short term. The goals are detailed more particularly in the following section of this document.



***BRIAN HEAD IS A RUSTIC MOUNTAIN VILLAGE WITH
DIVERSE RECREATION AND COMPLEMENTARY
COMMERCIAL OPPORTUNITIES WHERE PEOPLE AND
NATURE CO-EXIST***



STRATEGIC PLANNING PROCESS

STRATEGIES & ACTION STEPS

This FY 2026 Strategic Plan document deals with the strategies and action steps portion of the strategic planning process. These elements were developed by Town staff and have been crafted particularly to bring about the Town goals and community vision.

Each year, the Council and staff reviews strategies or services currently provided by Brian Head Town and we ask ourselves what aspect of the community vision or Town goals this activity serves. If a given strategy is geared toward achieving one the goals or the vision, it remains in the strategic plan, and in many cases is enhanced with new action steps. If a strategy is not determined to be effectively achieving the vision or goals, it is modified or discarded. Where Town goals are being addressed by few current services or programs, strategies may be added along with associated action steps.

The remainder of this document describes these strategies and action steps for the upcoming fiscal year.

RESOURCE ALLOCATION

With the vision, goals, strategies and action steps all identified, what remains is to allocate time and resources to these elements. This is done each year through the budget process. The details of resource allocation are contained in the Town's budget document, which has been formatted to align budget data with these elements of strategic planning. The draft FY 2026 Budget Document will be completed in April 2025 and can be found online at www.brianheadtown.utah.gov or by contacting Town Hall at 435-677-2029.



TOWN GOALS

Each January the Town Council meets in a Strategic Planning Retreat to set broad guiding strategic policy for the year. During this retreat, the Council reviews the Town's progress toward the existing Town Goals and considers any potential modifications of the Town Goals.

The following goals were derived from the Community Vision and have been set by the Town Council to guide policy and action for Brian Head Town during Fiscal Year 2026.

Economy

- 1) Enhance the Brian Head Experience
- 2) Attract more visitors especially in Summer & Fall
- 3) Support local events
- 4) Maintain a business and development climate that is attractive to resort-complementary commercial establishments



Culture

- 1) Foster a stronger sense of community and well-informed public discourse
- 2) Engage the community with information & activities that build unity
- 3) Increase livability of Town by making area more pedestrian and bike friendly
- 4) Mitigate impacts of resort economy on town culture

Environment

- 1) Maintain emphasis on and protect the natural environment
- 2) Guide growth of the built environment to be consistent with the General Plan and balanced with finite resources
- 3) Expand and improve the trails system
- 4) Develop a more polished image and first impression of the Town



ADMINISTRATION DEPARTMENT

The Administration department carries out a variety of day-to-day duties which are critical to the strategic approach of the Town. For the sake of brevity, these are not all listed under a strategy in this plan, but man hours of money spent on them will be included in the Budget Document under the corresponding strategy. The action steps listed below are explicitly spelled out in the plan because they are new, involve significant cost, represent policy or administrative direction, or require a certain degree of follow-up and accountability.

Public Information & Communication

Strategy: Hold regular open meetings and solicit public engagement (PI01)

Goals Impacted: Culture #1

Action Step	Lead Staff	By When
Hold Council Meeting each 2 nd /4 th Tuesday	N. Leigh	Ongoing
Hold Planning Commission each 1 st /3 rd Tuesday	G. Sant	Ongoing
Annual Community Input Forum	N. Leigh	12/ 2025
Conduct annual open meeting training	C. Claridge	04/2026
Partner with Resort to gather Town-centric input on Resort's surveys	N. Leigh	09/2025
New and improved email/contact list	N. Leigh	09/2025

Strategy: Communicate significant information to the public in proactive manner (PI02)

Goals Impacted: Culture #1 and #2

Action Step	Lead Staff	By When
Maintain Town Facebook page	C. Claridge	Ongoing
Quarterly Mayor's message	B. Feller	Quarterly
Monthly news/information poster (posted and emailed)	B. Feller	Monthly
Community input/engagement activity at Fireman Breakfast	B. Howser	07/ 2025
Wrap digital marquee into shuttle stop at Town Hall	B. Howser	10/2024
Implement Governmental Website Privacy Notice	N. Leigh	12/2024
Complete backlogged Planning Commission minutes	N. Leigh	06/ 2027

Strategy: Keep Town Hall open and staffed with knowledgeable and personable personnel (PI03)

Goals Impacted: Culture #1; Economy #1

Action Step	Lead Staff	By When
Have front desk and phone coverage 9-5:00 all weekdays	S. Williamson	Ongoing
Staff generally available to answer public inquiries 8-5:00 weekdays	S. Williamson	Ongoing
Business/events licensing and fuel pump cross training refresher	N. Leigh	09/ 2025
Utility billing/bulk water cross training refresher	A. Hunter	12/ 2025
Building permit cross training refresher	G. Sant	03/ 2026



<u>Investigate IVR System to automate call routing</u>	<u>S. Williamson</u>	<u>09/2025</u>
<u>Design, purchase, and install office placards in Town Hall</u>	<u>S. Williamson</u>	<u>09/2025</u>

Strategy: *Maintain clear and accessible records for the public (PI04)*

Goals Impacted: Culture #1

Action Step	Lead Staff	By When
Update Brian Head history with newspaper clippings and news from Google alerts	D. Calloway	Ongoing
Acquire and implement AI minutes software	N. Leigh	09/2024
Renew records officer certification	N. Leigh	03/ <u>2026</u>
Complete electronic archiving of physical bldg/planning records	<u>G. Sant</u>	06/ <u>2026</u>
Complete electronic archiving of physical admin/public works records	N. Leigh	06/ <u>2026</u>
Explore codification service for the Town Code	N. Leigh	06/2025
Conduct RFP for codification software (budget pending)	N. Leigh	06/2026

Strategy: *Plan and carry out community events geared toward building Town unity (PI05)*

Goals Impacted: Culture #1 & #2; Economy #1; Environment #1

Action Step	Lead Staff	By When
Advertise Town Events on electronic reader board	B. Howser	Ongoing
Fall Town cleanup (advertise it better) <u>did it work???</u>	<u>D. Calloway</u>	09/ <u>2025</u>
Fall community hike and barbeque	B. <u>Feller</u>	09/ <u>2025</u>
Spring Town cleanup	<u>D. Calloway</u>	05/ <u>2026</u>
Brian Head Arbor Day event	<u>A. Hunter</u>	<u>07/2025</u>
Town fuel mitigation event	<u>A. Burton</u>	06/ <u>2026</u>
<u>Volunteer trail cleanup/maintenance</u>	B. <u>Johnson</u>	06/ <u>2026</u>

Strategy: *Celebrate Brian Head Town's 50 years (PI06)*

Goals Impacted: Culture #1 & #2

Action Step	Lead Staff	By When
Elected Officials display board	N. Leigh	07/2024
Frontier Homestead Brian Head display	N. Leigh	12/2024
Scrapbook restoration/compilation	D. Calloway	12/2024
Audio recording compilation	N. Leigh	12/2024
Create video history	N. Leigh	12/2024
Publish Brian Head History Book	N. Leigh	12/2024
50 th Celebration Event	N. Leigh	<u>07/2025</u>



Community Development

Strategy: Maintain land management policies that reflect the Community Vision and General Plan (CD01)

Goals Impacted: Environment #1 & #2; Economy #4

Action Step	Lead Staff	By When
Attend Utah Land Use Institute Conference	G. Sant	10/2024
Revisit exterior cladding requirements	B. Howser	12/2024
Ensure light fixture requirements match policy expectations		12/2024
Revisit snow storage and parking requirements (guest parking)		12/2024
Revisit building spacing, density and landscaping requirements		12/2024
Revise ROS conditional uses to require mature trees to screen —RV campgrounds		12/2024
Attend American Planning Association Conference	G. Sant	05/ 2026
Train Planning Commission 4-hrs per year	G. Sant	06/ 2026
Make LMC adjustments required by 2025 LUDMA changes (if any)	G. Sant	12/2025

Strategy: Provide clear, timely, customer-friendly planning/building reviews (CD02)

Goals Impacted: Environment #1 & #2; Economy #4

Action Step	Lead Staff	By When
Complete design review on all permits within 14 days	G. Sant	Ongoing
Implement land use online permits (include Special Assessment)	G. Sant	10/ 2025
Building season kickoff contractor/realtor information seminar	G. Sant	04/ 2026

Strategy: Conduct timely, equitable and professional building inspections (CD03)

Goals Impacted: Environment #2; Economy #4

Action Step	Lead Staff	By When
Complete all requested inspections within two business days	G. Sant	Ongoing
Update permit log on paper	G. Sant	Monthly
Provide Council with monthly permit/inspection report	G. Sant	Monthly
Submit state building fees/report	S. Williamson	Quarterly

Strategy: Ensure adherence to policies through consistent code enforcement (CD04)

Goals Impacted: Environment #1 & #2

Action Step	Lead Staff	By When
Code enforcement shifts on Saturdays (min 3/month in summer, busy weekends in winter)	A. Hunter	Ongoing
Deliver code enforcement report to Council end of summer/winter	A. Hunter	Biannually
Annual code enforcement refresher with Public Safety staff	A. Hunter	04/ 2026



Strategy: Implement workforce housing plan (CD05)

Goals Impacted: Economy #4

Action Step	Lead Staff	By When
Complete affordable housing inventory (U of U Student Group)	B. Howser	07/2024
Hold policy discussion on detached accessory dwelling units	B. Howser	12/2024
Acquire 20 acre parcel from Forest Service	B. Howser	12/2025
Develop standard affordable housing development agreement including deed restriction requirements	B. Howser	12/2025

Strategy: Consider mutually beneficial annexations (CD06)

Goals Impacted: Culture #4; Environment #2; Economy #4

Action Step	Lead Staff	By When
Complete statutory annexation procedures	B. Howser	08/2024
Brian Head Unit 3 Annexation	N. Leigh	10/2024

Economic Development

Strategy: Support special events and initiatives which draw visitors to the community (ED01)

Goals Impacted: Economy #2 & #3

Action Step	Lead Staff	By When
Advertise all events week prior on social media	<u>C. Claridge</u>	Ongoing
Coordinate public services through event permitting	N. Leigh	Ongoing
Explore fees for event services with discounts for newer events <u>(Nancy will check on whether this happened)</u>	N. Leigh	07/2024
Research and present to Council drone show alternative	D. Benson	07/2024
4th of July fireworks (or drone show)	D. Benson	07/ <u>2025</u>
Modify events page on website to have updated events — drawn from tourism bureau database	B. Howser	07/2024
Redirect visitbrianhead.org to Town website visitor page	B. Howser	07/2024
New Year's fireworks	D. Benson	12/ <u>2025</u>
<u>Offer banner pole use for events with fee for Town to hang it</u>	N. Leigh	Ongoing
<u>Obtain tent anchors that don't damage pavement</u>	J. Ficken	07/2025
<u>Joint pilot program for summer lift operations with Tourism Bureau and Brian Head Resort (pending grant)</u>	B. Howser	10/2025



Strategy: General area marketing (ED02)

Goals Impacted: Economy #2 & #4

Action Step	Lead Staff	By When
Quarterly business spotlight on social media <u>(coordinated with Chamber of Commerce)</u>	<u>C. Claridge</u>	Quarterly
Administer summer -marketing co-op	B. Howser	<u>06/2025</u>
Annual report to Council from Tourism Bureau <u>/Chamber</u>	B. Howser	<u>01/2026</u>
Invite businesses to participate in marketing co-op	<u>B. Howser</u>	03/ <u>2026</u>
Administer winter marketing co-op	B. Howser	05/2025
Apply for 2025/2026-26/27 marketing co-op	B. Howser	06/ <u>2026</u>

Strategy: Build needed public infrastructure for resort commerce (ED03)

Goals Impacted: Economy #1 & #4; Environment #2

Action Step	Lead Staff	By When
Develop parking master plan with the Planning Commission		
<u>Apply for grant to complete parking master plan</u>	<u>B. Howser</u>	06/ <u>2026</u>
Work with USFS on campground plan for Bear Flat <u>(two year plan – get grant for NEPA for campground improvements and trail to CBNM)</u>	B. Howser	06/ <u>2027</u>
Work with USFS on peak observation building restoration	B. Howser	06/2025
<u>Organize local business funding for peak observation phase II</u> <u>and supply in-kind services</u>	<u>B. Howser</u>	<u>09/2025</u>
<u>Complete peak road milling with Forest Service</u>	B. Howser	09/ <u>2025</u>
<u>Enter agreement with Iron County and assume maintenance</u> <u>responsibility for Brian Head Peak Rd</u>	<u>B. Howser</u>	<u>07/2025</u>
Funding strategy for center turn lanes	B. Howser	06/ <u>2026</u>
<u>Master plan community plaza to replace existing Town Hall</u> <u>with community center, outdoor stage, etc.</u>	<u>B. Howser</u>	<u>06/2026</u>

Strategy: License businesses to ensure health, safety, and welfare (ED04)

Goals Impacted: Economy #1 & #4

Action Step	Lead Staff	By When
Implement CityInspect business licensing software	N. Leigh	07/202 <u>5</u>
Revisit nightly rental ordinances/policy	N. Leigh	/
<u>Adjust our process consistent with new statute for nightly rentals</u> <u>(Knotwell language)</u>	<u>N. Leigh</u>	<u>07/2025</u>



Strategy: Facilitate mobility and decrease traffic through public transit (ED05)

Goals Impacted: Economy #1 & #4; Environment #1 and #4

Action Step	Lead Staff	By When
Increase shuttle service as necessary to meet demand	B. Howser	Ongoing
Conduct request for proposal for shuttle services	N. Leigh	08/2025
Explore feasibility of Town buy in on Resort employee shuttle	B. Howser	10/2024
Price out canyon visitor shuttle (up and down with existing shuttles, with a midday run down the canyon)	B. Howser	10/2024
Put QR code with shuttle map on shuttle sign and info kiosks	B. Howser	11/2024
Explore 5311 funding for expansion of shuttle services	B. Howser	09/2025

Strategy: Provide core goods and services which are not provided by private businesses (ED06)

Goals Impacted: Economy #1 & #4

Action Step	Lead Staff	By When
Maintain retail fuel service	N. Leigh	Ongoing
Identify potential space for child care business in community	B. Howser	Ongoing

Strategy: Encourage resort-commercial development within Village Core (or at commercial nodes???) (ED07)

Goals Impacted: Economy #1 & #4; Environment #2

Action Step	Lead Staff	By When
Develop lot behind Town Hall to all-weather overflow parking	<u>J. Ficken</u>	10/ <u>2025</u>
Resolve ice rink/Zamboni drainage issue	B. Howser	10/2024
Develop financial plan for Village Way parking expansion	B. Howser	06/ <u>2026</u>
<u>Apply for Rural Community Opportunity grant for Village Way power line</u>	B. Howser	???
<u>Work with developer on agreement for Navajo Node commercial development</u>	B. Howser	06/ <u>2026</u>

Strategy: Operate Visitor Center (ED08)

Goals Impacted: Economy #1 & #3; Environment #4

Action Step	Lead Staff	By When
Maintain visitor information on information kiosks	D. Calloway	Ongoing
Distribute brochures weekly	D. Calloway	Weekly
Annual guest services training (winter and summer)	D. Calloway	Biannual
Attend brochure swap <u>(when financially feasible)</u>	D. Calloway	Annual
Implement Saturday Visitor Center shift (test through summer)	B. Howser	07/2024
<u>Visitor Center welcome/information monitor</u>	N. Leigh	12/ <u>2025</u>



Strategy: Beautify Brian Head (ED09)

Goals Impacted: Economy #1 & #3; Environment #4

Action Step	Lead Staff	By When
Complete pilot dumpster enclosures	PW Director	07/2024
Develop a prioritized list/build schedule for dumpster enclosures	J. Ficken	07/2025
Build first dumpster enclosure on the prioritized list	N. Wallis	10/2025
Refurbish/beautify Town entryway signs (finish up planter, etc)	B. Jonhson	09/2026
Prepare tree by Mall for Christmas lights (make it permanent)	PW Director	09/2024
Work with Cedar Breaks Lodge on additional screening of maintenance yard (waiting for report from Alex before setting action step here)	B. Howser	09/2024
Design street light beautification project	B. Howser	09/2024
Design and implement trail lighting upgrade	B. Howser	09/2024
Steam Engine Dr beautification (deadfall/rocks in shoulders)	N. Wallis	10/2025
Snowmelt/Cement/Masonry replacement at Town Hall	L. Ross	10/2024
Replace any defective holiday lights and purchase add'l lights	D. Calloway	10/
Evaluate effectiveness of dumpster enclosures and set plan for expansion	PW Director	10/2024
Holiday wrap wayfinding signs, skier bridge & tree by Mall		11/
entryway signs, Town Hall, pavilion, and ice feature		
Community holiday tree lighting day(s)	D. Calloway	11/202
Reconvene Art Committee to scope out next public art piece	B. Howser	12/2024
Install pinecone art on entry signs	B. Howser	09/2025
Pinecone topper on info kiosks (depending on costs)	B. Howser	12/2024
Implement Core Beautification Phase I(a) (Street lights/Signs/Town Hall Cladding/Snowmelt)	B. Howser	10/2025
Complete Design/Bid of Core Beautification Phase I(b) (Shuttle Stops/Crosswalks)	B. Howser	03/2026
Statement Flag Pole at Bear Flat well (surplus or RDA)	B. Howser	09/2025
Prototype of shade over park bench	N. Wallis	09/2025

Strategy: Better Connect Town with Businesses (ED10)

Goals Impacted: Economy #1 & #3; Environment #4

Action Step	Lead Staff	By When
Visit with business owners individually to discuss issues/concerns	B. Howser	Quarterly
Business community breakfasts	B. Howser	Semi Annual
Annual (semi-annual?) Chamber of Commerce meeting in Brian Head	B. Howser	
	???	
Notify Brian Head businesses of Chamber meetings	N. Leigh	Ongoing
Work with Parowan City to fund chamber position and expand	B. Howser	09/2024
Parowan Chamber to Parowan/Brian Head Chamber		
Participate in the Parowan Main Street scarecrow walk	A. Hunter	09/2025
State of the City address to Cedar City Chamber of Commerce	B. Howser	02/2026



Participate in Jubilee of Trees (pending budget approval) C. Claridge 12/2025

Strategy: *Preserve Dark Skies (ED11)*

Goals Impacted: Economy #1 & #2; Culture #4; Environment #1, #2 & #3

Action Step	Lead Staff	By When
Create/send dark skies flyer to Brian Head cabin owners	B. Howser	07/2024
Work with major businesses/condos to bring private lighting — into dark sky compliance	B. Howser	06/2025
More action steps – or are we done emphasizing this strategy???		
Remove excess street lights and replace others with night-sky friendly lights		

Strategy: *Enhance/Maintain Holiday Lighting (ED11)*

Goals Impacted: Economy #1 & #2; Culture #4; Environment #1, #2 & #3

Action Step	Lead Staff	By When
<u>Contract to maintain lights each year</u>	<u>??</u>	<u>???</u>
<u>Add more Christmas lighting to the park</u>	<u>??</u>	<u>???</u>
<u>Create walkable Christmas light feature at the park</u>	<u>??</u>	<u>???</u>
<u>Potentially more action steps coming, pending meeting with committee leader</u>		
<u>Holiday wrap wayfinding signs, skier bridge & tree by Mall entryway signs, Town Hall, pavilion, and ice feature</u>	<u>J. Ficken</u>	<u>11/2025</u>
<u>Community holiday tree lighting day(s)</u>	<u>D. Calloway</u>	<u>11/2025</u>
<u>Replace any defective holiday lights and purchase add'l lights</u>	<u>D. Calloway</u>	<u>10/2025</u>

Strategic Planning

Strategy: *Foster strategic thinking and action throughout the organization (SP01)*

Goals Impacted: General

Action Step	Lead Staff	By When
Executive strategic planning reviews	S. Williamson	Monthly
<u>Implement consistent action step report, with or without ClearGov</u>	<u>S. Williamson</u>	<u>9/2025</u>
Work with ClearGov to develop new Council update report	B. Howser	07/2024
Work with ClearGov to refine the action step update process	B. Howser	07/2024
Plan <u>2024-2025</u> strategic planning tour <u>to northern Utah</u>	<u>C. Claridge</u>	<u>07/2025</u>
Carry out <u>2024-2025</u> strategic planning tour	<u>C. Claridge</u>	<u>09/2025</u>



Strategy: *Gather data to help shape policy and strategy (SP02)*

Goals Impacted: General

Action Step	Lead Staff	By When
Sales tax database updates	S. Williamson	Monthly
Annual resident satisfaction survey	N. Leigh	10/ <u>2025</u>
Finalize sales tax database and input historical data	S. Williamson	12/ <u>2025</u>
Develop-Update visitor count annual report <u>(Placer.ai)</u>	B. Howser	12/ <u>2025</u>

Strategy: *Align resources with objectives in short and long term (SP03)*

Goals Impacted: General

Action Step	Lead Staff	By When
Strategic planning retreat	S. Williamson	01/ <u>2026</u>
Strategic plan update	S. Williamson	03/ <u>2026</u>
Budget adoption	S. Williamson	06/ <u>2026</u>

Strategy: *Engage with the State Legislature to guard against pre-emption of local autonomy and unfunded mandates (SP04)*

Goals Impacted: General

Action Step	Lead Staff	By When
Actively support Iron County Council of Gov'ts legislative efforts	B. Howser	Ongoing
Contact legislative representatives regarding proposed legislation that has potential ramifications for Brian Head, our Iron County neighbors, or cities/towns in general	B. Howser	Ongoing
Actively participate in weekly Legislative Policy Committee mtgs during legislative session	B. Howser	03/ <u>2026</u>

Financial Management - GAIN EFFICIENCIES IN ORDER TO MAXIMIZE RESOURCES

Strategy: *Receive and invest funds for greatest return at very low risk (FM01)*

Goals Impacted: General

Action Step	Lead Staff	By When
Enhanced Service Fee database updates	N. Leigh	Quarterly
Compile existing financial policies into a single document	N. Leigh	07/2024



Strategy: Maximize grant revenue to offset tax burden on residents and local businesses (FM02)

Goals Impacted: Economy #3 and General

Action Step	Lead Staff	By When
Town staff select projects for each grant	S. Williamson	08/2025
UDOT TAP funding for Town Trail Phase IV	B. Howser	08/2025
Apply for restaurant tax grant	<u>B. Howser</u>	10/2025
Complete Community Dev Block Grant (if we qualify)	A. Burton	12/2025
Apply for Office of Outdoor Recreation grants (Town Trail IV)	<u>B. Howser</u>	03/2026
Apply for regional project for Community Funding Program	B. Howser	03/2026
Apply for Recreation Trails Program funding (<u>OHV Trail NEPA?</u>)	<u>B. Howser</u>	03/2026
Apply for Land & Water Conservation Fund funding (if available)	S. Williamson	04/2025
Apply for Federal Lands Access Program funding (Cedar Breaks Connector Trail)	<u>B. Howser</u>	06/2027
Apply for water/sewer DEQ Grants (<u>meter towers</u>)	<u>J. Ficken</u>	06/2026

Strategy: Minimize the risk of losing resources to injury or lawsuit (FM03)

Goals Impacted: General

Action Step	Lead Staff	By When
Safety committee meetings	S. Williamson	Monthly
Administer safety incentive competition and trainings	<u>S. Williamson</u>	Biannually
Annual safety inspection of public buildings	<u>G. Sant</u>	12/2025

Strategy: Maximize efficiency through sound purchasing practices (FM04)

Goals Impacted: General

Action Step	Lead Staff	By When
Bid out audit service	S. Williamson	07/2024
Bid out general engineering services	PW Director	07/2024
Bid out municipal building cleaning services	N. Leigh	09/2024
Revamp Town purchasing policies/practices	S. Williamson	10/2025
<u>Research and price out centralized MS Office</u>	<u>S. Williamson</u>	<u>09/2025</u>

Strategy: Prepare and share clear and accurate financial information (FM05)

Goals Impacted: Culture #1 & General

Action Step	Lead Staff	By When
Transaction transparency report	S. Williamson	Quarterly
Employee compensation transparency report	S. Williamson	Annual
Carry out annual financial audit and prepare CAFR	S. Williamson	12/2025
Prepare annual impact fee report	S. Williamson	12/2025



Prepare budget document according to GFOA guidelines
 Prepare annual RDA report

S. Williamson 04/2026
 S. Williamson 06/2026

Strategy: Set fee levels that cover costs but don't deter investment in the community (FM06)

Goals Impacted: Economy #3

Action Step	Lead Staff	By When
Impact fee update	S. Williamson	07/2024
Calculate and consider street utility fee	S. Williamson	12/ <u>2025</u>
Recalculate disproportionate STR license fees	<u>S. Williamson</u>	04/ <u>2026</u>
Update utility fee financial model and review with Council	S. Williamson	04/ <u>2026</u>
Update and adopt consolidated fee schedule	S. Williamson	06/ <u>2026</u>
<u>Review building and planning fee levels</u>	<u>G. Sant</u>	<u>03/2026</u>

Personnel Management – ENGAGE STAFF IN ORDER TO MAXIMIZE QUALITY OF SERVICE

Strategy: Encourage employee physical, mental and emotional wellness (PM01)

Goals Impacted: General

Action Step	Lead Staff	By When
Renew PEHP health plan	S. Williamson	12/ <u>2025</u>
Hold URS personal retirement planning event	S. Williamson	10/ <u>2025</u>
Hold Healthy Utah Fair	S. Williamson	03/ <u>2026</u>
<u>Warrior Wednesday team workouts</u>	<u>S. Williamson</u>	<u>Quarterly</u>
<u>Implement book club</u>	<u>S. Williamson</u>	<u>Quarterly</u>

Strategy: Establish a friendly and cohesive work environment (PM02)

Goals Impacted: General

Action Step	Lead Staff	By When
Quarterly pot-lucks	A. Hunter	Ongoing
Annual holiday party	A. Hunter	12/ <u>2025</u>

Strategy: Recognize and Reward staff capable of providing “Resort Town Quality” service (PM03)

Goals Impacted: General

Action Step	Lead Staff	By When
Council recognition for certifications, advancements, etc	Dep’t Heads	Ongoing
Instant recognition bonuses	S. Williamson	Ongoing



Public recognition of 5, 10, 15, 20 year service awards	Dep't Heads	Ongoing
Award surplus bonuses (if surplus is available)	S. Williamson	09/ <u>2025</u>
Employee Christmas cards	B. Howser	12/ <u>2025</u>
Update compensation planning benchmarked at 85 th percentile of the market and implement	S. Williamson	03/ <u>2026</u>

Strategy: *Help employees progress toward their ideal through comprehensive goal setting (PM04)*

Goals Impacted: General

Action Step	Lead Staff	By When
Annual strategic/personal development check-in with employees	B. Howser	Ongoing



PUBLIC SAFETY DEPARTMENT STRATEGIES

The Public Safety Department carries out a variety of day-to-day duties which are critical to the strategic approach of the Town. These include providing 24-hour coverage of the Town, increasing manpower/coverage during busy weekends/holidays, responding to hazard calls as they arise, providing traffic control during events, carrying out fire inspections as needed, and attending various trainings. For the sake of brevity, these are not all listed under a strategy in this plan, but man hours of money spent on them will be included in the Budget Document under the corresponding strategy. The action steps listed below are explicitly spelled out in the plan because they are new, involve significant cost, represent policy or administrative direction, or require a certain degree of follow-up and accountability.

General Public Safety Strategies

Strategy: Prepare for emergencies by utilizing Nat'l Incident Mgt System (ICS) and the Town's Emergency Operations Plan (EOP) (PS01)

Goals Impacted: General

Action Step	Lead Staff	By When
Complete ICS 100 for all <i>new</i> Town staff and elected officials	D. Benson	05/2026
Review and Update Brian Head EOP	D. Benson	06/2026

Strategy: Promote emotional and physical health and wellness necessary to meet the demands of a public safety officer (PS02)

Goals Impacted: General

Action Step	Lead Staff	By When
Participate in organized "Pride Hike" with all Public Safety staff	D. Guymon	10/2025
Mandatory annual mental health evaluation	A. Burton	01/2026
Annual mental health resilience training	A. Burton	06/2026
Annual pack test	D. Abbott	06/2026
Provide quarterly health and wellness events trainings	A. Burton	06/2026

Strategy: Improve community image and visibility (PS03)

Goals Impacted: Culture #1 & #2

Action Step	Lead Staff	By When
Weekly posts on Brian Head Public Safety Facebook page	A. Burton	Weekly
Annual Public Safety open house during 4 th of July	A. Burton	07/2025
Fireman pancake breakfast	D. Benson	07/2025
Labor Day parade	D. Benson	09/2025
Interfaith "9-11" gathering	D. Benson	09/2025
Participate in the annual Red Ribbon Week at Parowan Elementary	D. Abbott	11/2025
"Hero Day" at Brian Head Resort	D. Benson	03/2025



Annual Fire Extinguisher Training for business/general public D. Abbott 06/2025

Strategy: Respond to public safety emergencies as they arise (PS04)

Goals Impacted: General

Action Step	Lead Staff	By When
Calendarize and conduct marshal truck and equipment inspections	D. Guymon	Quarterly
Reorganize department under two sergeants (budget pending)	D. Benson	09/2025

Strategy: Proactively provide emergency medical treatment for residents and visitors (PS05)

Goals Impacted: General

Action Step	Lead Staff	By When
Assist fire personnel in advancing medical training	J. Burton	Ongoing
Provide biannual community CPR, AED, first aid course	D. Abbott	Bi-Annually
Acquire new 12 Lead ECG	J. Burton	01/2026⁵²
Annual preventative service maintenance on 12 lead monitors	J. Burton	01/2026
Maintain our annual Quick Response Unit Certification	J. Burton	01/2026
Certify all Marshals as EMT's (New Recruits)	J. Burton	06/2026
Provide a wilderness medical responders course		
Provide a Tactical Combat Casualty Care (TCCC) course	J. Burton	06/2026
Provide to staff EMS tablets for patient reporting and accuracy	D. Abbott	01/2026
Plan for a designated Life Flight landing/staging zone	D. Benson	12/2025

Marshal's Office Strategies

Strategy: Provide a proactive and highly visible police presence throughout the Town during all hours of the day and night (MA01)

Goals Impacted: General

Action Step	Lead Staff	By When
Patrol every road in the community once per shift	D. Guymon	Ongoing
Perform nightly security checks on our 24-hour businesses	D. Benson	Ongoing
Display vehicles on heavy weekends	D. Benson	Ongoing
Perform physical and visual checks of business properties that are closed for operation during evening and night hours	D. Guymon	Ongoing
Conduct focused traffic enforcement shifts along SR-143	A. Dunlap	Quarterly
Apply for COPS Hiring Program (CHP) grant through USDOJ	A. Burton	Annually
Apply for "Staffing For Adequate Fire and Emergency Response" (SAFER) grant through FEMA	D. Abbott	Annually



Strategy: Train Deputies and give tools necessary to maintain a true public safety response (MA02)

Goals Impacted: General

Action Step	Lead Staff	By When
Dive team trainings	J. Morgan	Quarterly
Biannual firearms qualification	J. Bettridge	Biannual
40 hours per year of EMS training per marshal	J. Burton	Annually
36 hours of fire training per year per marshal	D. Benson	Annually
40 hours of Law Enforcement training per year per marshal	D. Guymon	Annually
2 Dive team operations (dives) per year	J. Morgan	Annually
Annual Ice Rescue training refresher	D. Abbott	Annually
30 hours of crisis intervention (mental health) training	D. Guymon	Annually
Audit Evidence Room	C. Mathews	Annually
Animal "catch pole" for vicious animals/dogs	J. Bettridge	12/2024
Send 1 deputy to the Utah County Firearms Instructor Course	J. Bettridge	09/2025
Acquire 8 rifle suppressors	J. Bettridge	01/2026
Acquire Long Rifle with Optic (Sniper Rifle)	J. Bettridge	01/2026
Acquire 1 set of breaching tools	D. Abbott	06/2025

Strategy: Provide heightened police coverage during peak times (MA03)

Goals Impacted: Economy #2 & #3 and General

Action Step	Lead Staff	By When
Utilize electronic message board for events	A. Dunlap	Ongoing
Deploy speed trailer on Hwy 143 during holiday/event weekends	A. Dunlap	Ongoing
Deploy car counter during heightened traffic events and times	A. Dunlap	Ongoing
Strictly enforce illegal parking issues	D. Benson	Ongoing

Strategy: Keep Brian Head a multi-recreational community through OHV education and enforcement (MA04)

Goals Impacted: Economy #1 & #3 and General

Action Step	Lead Staff	By When
Strictly enforce OHV issues	D. Benson	Ongoing
Dedicated OHV/Snowmobile enforcement shifts on weekends	A. Dunlap	Ongoing
Use message board to educate on new OHV laws	A. Dunlap	11/2025
Bi-weekly Monthly social media posts on OHV education	A. Burton	11/2025
Recruit part-time deputy pool to help with 24/7 enhanced coverage	D. Benson	06/2026



Fire Department Strategies

Strategy: Ensure that trained fire personnel and appropriate equipment are available to fight fire in Brian Head (FD01)

Goals Impacted: General

Action Step	Lead Staff	By When
Acquire 1 gas clip monitors	D. Benson	12/2025
Replace 1000' of worn hose on structural engines	D. Abbott	01/2025
Acquire suction hose for Timberwolf	D. Abbott	01/2025
Repair foam system on Timberwolf	D. Abbott	01/2026
Paint and refurbish ladder truck	D. Benson	06/2026
Repairs to ladder truck to bring to certification standard	D. Benson	01/2026
Generator for ladder truck	D. Abbott	01/2026
Acquire NFPA mandated tools for ladder truck	D. Abbott	01/2026
Acquire a thermal imaging binocular	D. Benson	01/2026
Add 1-2 fire focused Deputy Marshals (budget pending)	D. Benson	09/2025

Strategy: Retain and recruit wildland fire division personnel that can respond to fires outside of our community (FD02)

Goals Impacted: General

Action Step	Lead Staff	By When
Recruit an Engine Boss	D. Benson	Ongoing
Hire seasonal fire crew to do fuels mitigation and contract wildfire	D. Benson	07/2025

Strategy: Train all fire department personnel in the strategies and tactics used for structural and wildland fires as well as rescue operations (FD03)

Goals Impacted: General

Action Step	Lead Staff	By When
Complete a Structural FFII course	D. Abbott	12/2024
Create a training schedule for regular meetings that refresh fire department members on current tactics	D. Abbott	01/2025
Participate in a FFI/FFII course hosted by Parowan	D. Abbott	06/2026

Strategy: Keep our commercial properties safe from fire hazards (FD04)

Goals Impacted: General

Action Step	Lead Staff	By When
Process all recurring inspections every two years	N. Leigh	Ongoing
Monitor snow removal from around private hydrants and require	D. Abbott	Ongoing



property management/homeowners to remedy problems		
Re-evaluate 3 “Fire Pre-plans” quarterly on commercial properties and make appropriate adjustments to pre-plan	D. Abbott	Quarterly
Conduct annual fire inspections and hold accountable for remedying hazards found	D. Benson	06/2026

Strategy: *Work to improve Brian Head Insurance Service Office (ISO) rating (FD05)*

Goals Impacted: General

Action Step	Lead Staff	By When
Maintain NFIRS/UFIRS compliance	A. Burton	Ongoing
Maintain fire apparatus and record a maintenance log	D. Abbott	Monthly
Annually inspect/flow test all hydrants and record results in GIS	D. Benson	06/2026

Strategy: *Expand fuels reduction projects in and around Brian Head (FD06)*

Goals Impacted: General

Action Step	Lead Staff	By When
Track private fuel mitigation projects	A. Burton	Ongoing
Archery Range fuel reduction project (Phase II)	<u>D. Benson</u>	<u>10/2025</u>
Town chipping project	A. Burton	09/2025
Educate public on proper fuels mitigation/chipping pile prep	A. Burton	09/2025
Assist with community burn projects	D. Benson	06/2026
Pursue becoming a recognized “Fire Wise Community”	D. Benson	01/2026
Burn slash piles on Manzanita Trail	<u>D. Benson</u>	<u>06/2026</u>
<u>Re-establish</u> our Wildland Community Preparedness Committee to communicate with raw landowners regarding fire mitigation	D. Benson	06/2026

Strategy: *Work with Special Assessment Areas to improve fire protection through expanded infrastructure (FD07)*

Goals Impacted: General

Action Step	Lead Staff	By When
Guide potential sponsors through petition process	S. Williamson	As Needed
Provide notice, hold hearings, create resolutions and ordinances to establish SAA’s	S. Williamson	As Needed
Secure financing/bonds for approved SAA projects	S. Williamson	As Needed
<u>Complete Snowshoe & Toboggan Water Project</u>	<u>J. Ficken</u>	<u>10/2025</u>



PUBLIC WORKS DEPARTMENT STRATEGIES

The Public Works Department carries out a variety of day-to-day duties which are critical to the strategic approach of the Town. These include certain maintenance functions, snow removal, and training. For the sake of brevity, these are not all listed under a strategy in this plan, but man hours of money spent on them will be included in the Budget Document under the corresponding strategy. The action steps listed below are explicitly spelled out in the plan because they are new, involve significant cost, represent policy or administrative direction, or require a certain degree of follow-up and accountability.

Streets Strategies

Strategy: Maintain and improve gravel roads (ST01)

Goals Impacted: General

Action Step	Lead Staff	By When
Mag Chloride (2) treatment on Aspen, Mountain View, Forest, Fox Run, Falcon, OHV Trail, Hidden Lake, Upper Hunter, Snowflake	T. Gurr <u>R. Rose</u>	07/ <u>2025</u>
Road blading on all dirt roads	R. Rose	07/ <u>2025</u>
Earth Bind on Upper Hunter Ridge (trial basis)	<u>R. Rose</u>	09/ <u>2025</u>
Improve Drainage Park u Pine Walk	M. Hepworth	09/2024
Bring Deer Trail to standard, improve drainage along with proposed water line extension	R. Rose	09/2024
Install road base with Earth Bind on CBME SAA Roads	K. Beaumont	09/2024
Install road base with Earth Bind (pending water truck) on Trail, Scenic Dr	R. Rose	09/2025
Install road base with Earth Bind (pending water truck) on north Forest and east Mountain View	R. Rose	09/2026
Install Earth Bind on Gurr Well Rd, Shady Dell and Fir per schedule	K. Beaumont	09/2024
Centerline bring up to standard Sunrise Circle and Blue Jay Way	K. Beaumont	09/2024
Redraft and re-prioritize the Gravel Road Schedule	J. Ficken	12/2025
Complete widening of Snowshoe & Toboggan, Rue Jolley	R. Rose	07/2025
Work with homeowners on portions of Cory Cir and Arrow Leaf improvements	PW Director	09/2024
Improve drainage and culvert alignment on Snowflake	R. Rose	09/2024

Strategy: Maintain paved roads (ST02)

Goals Impacted: General

Action Step	Lead Staff	By When
Beautify Corner of Steam Engine and Alpine Court	<u>N. Wallis</u>	<u>0809/2026</u>
Improve Drainage on Steam Engine starting from Alpine Court and ending at open ditch	N. Wallis	<u>0809/2026</u>
Oversee Cross Gutter Construction on Circle Drive	<u>J. Ficken</u>	09/ <u>2026</u>



Sweep paved streets before and after major weekends and as needed N. Wallis	<u>Ongoing</u>
Culvert install on Steam Engine above Shady Dell	T. Gurr 10/2024
Culvert bypass on Steam Engine above Shady Dell	R. Rose 09/2025

Strategy: Implement Streets Master Plan (ST03)

Goals Impacted: General

Action Step	Lead Staff	By When
Asphalt <u>repair and chip seal</u> Ridge View <u>and Hunter Ridge</u>	PW Director	<u>0908/2025</u>
Crack Seal <u>Phase II of remainder of</u> Ridge View <u>and Hunter Ridge</u>	R. Rose	<u>0906/2025</u>
Design <u>2025-2026</u> Streets Project/Hold Fall Walk Thru	<u>J. Ficken</u>	10/ <u>2025</u>
Draft pavement expansion plan	PW Director	01/2025
Bid Out <u>2025-2026</u> Project	<u>J. Ficken</u>	02/ <u>2026</u>
<u>Aspen Dr and Circle Dr pavement apron</u>	<u>J. Ficken</u>	09/ <u>2025</u>
<u>(pending available streets capital funds)</u>		

Strategy: Train staff to provide highest quality maintenance in safest manner possible (ST04)

Goals Impacted: General

Action Step	Lead Staff	By When
Attend Snow Conference	<u>Team Leads</u>	<u>11/2025</u>
Attend PWX Conference (every other year)	<u>J. Ficken</u>	Ongoing
Attend UDOT Annual Conference	<u>J. Ficken</u>	<u>1011/2025</u>

Strategy: Snow Removal (ST05)

Goals Impacted: Economy #3 & General

Action Step	Lead Staff	By When
Clear each road within 4 hours and after 4" of accumulation	<u>Team Leads</u>	Ongoing
Fill out storm plan before each storm and share with Public Safety	<u>Team Leads</u>	Ongoing
Prepare snow removal equipment for season	N. Wallis	<u>Ongoing</u>
Update snow removal policy for expedited road widening and expanded snow storage capacity (pending budget allotment)	<u>J. Ficken</u>	10/ <u>2025</u>
Wrap Snow Cat	PW Director	10/2024
Materials acquisition (salt/cinders)	A. Hunter	10/ <u>2025</u>
Repair and purchase tire chains	N. Wallis	10/ <u>2025</u>
Maintenance and repair of blowers (in-house)	<u>Team Leads</u>	<u>Ongoing</u>
Identify a snow dump site/Snow hauling plan	<u>J. Ficken</u>	10/ <u>2025</u>
Build equipment turnaround on Ski View Drive	C. Leigh	10/2024
Revise Snow Removal policy for trail and Village Way/Parking and temporary one-way designation	<u>J. Ficken</u>	10/ <u>2025</u>



Strategy: Street Lights & Signs (ST06)

Goals Impacted: Economy #1 & #3, Environment #4

Action Step	Lead Staff	By When
Identify and replace/repair damaged signs	<u>N. Wallis</u>	07/ <u>2025</u>

Strategy: Improve multi-modal transportation options (ST07)

Goals Impacted: Economy #1; Culture #1 & #3, Environment #2, #3 & #4

Action Step	Lead Staff	By When
Replace/add <u>Maintain/replace</u> solar lighting along Town Trail	<u>B. Johnson</u>	07/ <u>2025</u>
Re-Paint crosswalks on paved trail	B. Johnson	07 06/ <u>2026</u>
Install <u>more</u> benches, trash cans and pet waste bags on Town Trail	<u>B. Johnson</u>	08/ <u>2025</u>
Identify areas of Phase 1 that need to be re-constructed and include into Phase 4 construction	PW Director	09/2024
Engineering Town Trail Phase 4/hold fall walk thru	PW Director	09/2024
Apply for funding for Town Trail Phase 4	PW Director	09/2024
<u>Policy question: Town Trail Phase 4??? (in light of Downtown Disney)</u>		
Bid Town Trail Phase 4 construction	PW Director	02/2024
Seal coat Phase 2 3/Pond Trail	<u>J. Ficken</u>	09/ <u>2025</u>
<u>(maybe whole trail - pending budget)</u>		
Enhanced signage directing pedestrians to Town Trail	B. Johnson	09/ <u>2025</u>
Install new snowmobile trail signage	<u>J. Ficken</u>	09/ <u>2025</u>
<u>Design/install new Town Trail directional signage</u>	<u>B. Howser</u>	09/ <u>2025</u>

Parks & Recreation Strategies

Strategy: Maintain recreation infrastructure at high quality (PK01)

Goals Impacted: Culture #2, Economy #1 & #3

Action Step	Lead Staff	By When
Clean and maintain park and Chair 1 restrooms	Seasonal Crew	Ongoing
Post summer/winter safety signs at park	B. Johnson	Ongoing
Attend Trails Conference	<u>J. Ficken</u>	Ongoing
Overseed and fertilizer around pond	B. Johnson	07 10/ <u>2025</u>
Repaint basketball/pickleball court lines	B. Johnson	07/ <u>2025</u>
Inspect/repair playground equipment	B. Johnson	07/ <u>2025</u>
Inspect/repair picnic pads/tables/BBQ racks	B. Johnson	07/ <u>2025</u>
Inspect/repair irrigation around pond	B. Johnson	07/ <u>2025</u>
Re-sod areas of pond grass pods as needed	B. Johnson	07/ <u>2025</u>
Remove thistle from Manzanita Trail	<u>B. Johnson</u>	07/ <u>2025</u>
Crack seal/seal coat basketball/pickleball courts	B. Johnson	09/ <u>2025</u>
Remove board edges from grass and level up	T. Kutcher	09/2024



<u>Clear all trails of down/debris (volunteer labor)</u>	B. Johnson	06/2026
<u>Navajo Loop Heavy Maintenance (Outdoor Recreation Crew)</u>	B. Howser	07/2025
<u>Town Trail tread/drainage maintenance between Hunter Ridge and Spruce (PW crew labor)</u>	B. Johnson	09/2025
<u>Annual maintenance/repairs on OHV Trail</u>	B. Johnson	05/2026
<u>Re-establish tread on Green Acre Meadows section of OHV Trail</u>	J. Ficken	07/2025
<u>Mag Chloride on OHV Trail (twice)</u>	PW Director	09/2025

Strategy: Expand/Enhance Open Space & Recreation Opportunities (PK02)

Goals Impacted: Environment #4; Economy #1 & #2

Action Step	Lead Staff	By When
Contract to plant additional trees at pond (tree committee)	B. Johnson	07/2025
Design Pavilion Improvement Project (including fire ring, benches)	PW Director	09/2024
<u>Complete new pavilions at pond</u>	N. Wallis	10/2025
<u>Construct pavilion improvement project</u>	N. Wallis	10/2025
<u>Level sunken cement pads (2) improve drainage</u>	N. Wallis	10/2026
Design pond algae control plan	J. Ficken	07/2025
<u>Implement pond algae control plan</u>	J. Ficken	07/2026
Master plan "Archery Range" with <u>dog park, pump track</u> <u>sledding hill, and memorial park</u>	B. Howser	07/2025
Design and construct dog park	J. Ficken	09/2025
<u>Begin construction of dog park</u>	J. Ficken	10/2025
<u>Complete dog park construction</u>	J. Ficken	09/2026
<u>Install water fountains adjacent to park restrooms</u>	J. Ficken	12/2025
Add signage on Town Trail Phase III re: Meadow Preserve	B. Howser	09/2025
Put a conservation easement on the Meadow	B. Howser	12/2025
Replace dock ramp and widen dock	J. Ficken	10/2025
<u>Price out pickleball courts, explore potential grants</u>	B. Howser	10/2025

Strategy: Enhance trails system consistent with Trails Master Plan (PK03)

Goals Impacted: Environment #3; Economy #1 & #3

Action Step	Lead Staff	By When
<u>OHV Trail bridge (hire out labor)</u>	J. Ficken	10/2025
<u>Rebuild Aspen Meadows Loop bridge</u>	B. Howser	07/2025
<u>License Navajo Loop Trail with Brian Head Resort</u>	B. Howser	07/2025
<u>Planning/approval for Cedar Breaks Connector Trail including cross-country ski area use (pending grant)</u>	B. Howser	06/2026
Open backcountry trails for the season	Seasonal Crew	07/2024
Annual maintenance/repairs on ATV Trail (clear back brush)		07/2024
Install Manzanita connector steps handrail	B. Johnson	07/2024
Maintain drainage on Paved Trails (shoulder/crack seal work)		07/2024
Cut back vegetation as needed on Paved Trails		07/2024



Bring OHV Trail signage back in line with signage plan	B. Johnson	07/ 2024 <u>2025</u>
Maintain Parowan OHV Connector Trail	R. Rose	09/2024
Mag Chloride on OHV Trail (twice)	PW Director	09/2024
Complete Manzanita scenic overlook and trailhead	B. Johnson	0908/ <u>2024</u> <u>2025</u>
GIS for trail features inventory phase 1 and 2	M. Hepworth	09/2024
Construct Aspen Meadows Loop West Rim	B. Howser	10/2024
Complete Aspen Meadows Loop West Rim	B. Howser	07/2025
Install routed wood directional signage on Aspen Meadows Loop	B. Johnson	1007/ <u>2024</u> <u>2025</u>
Manzanita Trail, and Navajo Loop		
Designate snowshoe trail parking and provide QR code map	B. Howser	11/2024
at south entrance		
Relocate Navajo Loop easements through Brooke Hill subdivision	B. Howser	06/2025
Design interpretive signate <u>signage</u> for Manzanita Trail	B. Howser	06/ 2025 <u>2026</u>

Asset Management Strategies

Strategy: Administer Depreciable Asset Replacement Program (AM01)

Goals Impacted: General

Action Step	Lead Staff	By When
Replace computers/electronics according to schedule	B. Howser	Ongoing
Look for used forklift	<u>J. Ficken</u>	<u>06/2026</u>
Revisit grader replacement plan	<u>J. Ficken</u>	<u>0712/2024</u> <u>2025</u>
Order grader replacement (pending results of reworked plan)	<u>J. Ficken</u>	<u>0712/2024</u> <u>2025</u>
Create Scada Program Management Plan	PW Director	07/2024
Acquire equipment/tools for new PW Operators	PW Director	09/2024
Purchase hydraulic hose repair station	<u>J. Ficken</u>	<u>07/2025</u>
Replace two snowmobiles (pass down to PW)	D. Benson	10/2024
Replace one <u>two</u> Deputy Marshal vehicle	D. Benson	10/ <u>2024</u> <u>2025</u>
<u>Replace code enforcement truck</u>	B. Howser	10/2025
<u>Kodiak blower replacement</u>	J. Ficken	11/2025
Replace Skid Loader	<u>J. Ficken</u>	10/ <u>2024</u> <u>2025</u>
Replace 12' Truck Plow	<u>J. Ficken</u>	1006/ <u>2024</u> <u>2026</u>
Replace Marshal and Fire PPE per schedule	D. Benson	12/ <u>2024</u> <u>2025</u>
Replace Public Safety Bldg snowblower	D. Benson	12/2024
<u>Replace fuel dispenser & credit card system</u>	N. Leigh	12/2025
<u>Replace pressure washer</u>	J. Ficken	06/2026
<u>Replace one sander</u>	J. Ficken	06/2026
Purchase used water truck for road maintenance	J. Ficken	06/2026
<u>Replace Ranger side-by-side</u>	J. Ficken	06/2026
<u>Look for grant for extrication equipment</u>	D. Benson	06/2026



Strategy: Maintain Public Facilities (AM02)

Goals Impacted: Culture #1, Environment #4

Action Step	Lead Staff	By When
Fix problems from quarterly inspections	<u>J. Ficken</u>	Ongoing
Seal-coat <u>Crack seal</u> parking lots	<u>J. Ficken</u>	09/ 2024 <u>2025</u>
PW Remodel Project	PW Director	10/2024
Re-Design <u>Public Safety</u> <u>Building</u> parking lot	<u>D. Benson</u>	10/ 2024 <u>2025</u>
Identify Fix sewer issues at Town Hall	PW Director	10/2024
Site Development planning for New PW Building	<u>J. Ficken</u>	<u>06/2026</u>
Engineer New PW Building	PW Director	10/2024
Bid out Construction (pending site availability)	PW Director	02/2025
Attend tax sale to look for land for Town facilities	B. Howser	05/ 2025 <u>2026</u>
<u>Look for Public Works storage property in Parowan valley</u>	<u>B. Howser</u>	<u>Ongoing</u>
Clean carpets and chairs annually at Town Hall & Public Safety	D. Calloway	06/2025
<u>Public Safety Building maintenance (paint, lighting, roof repair)</u>	<u>D. Benson</u>	<u>06/2026</u>
<u>Replace Town Hall furnaces</u>	<u>B. Howser</u>	<u>10/2025</u>
<u>Town Hall carpet and paint</u>	<u>B. Howser</u>	<u>10/2025</u>
<u>Replace folding/banquet tables at Fire Station</u>	<u>D. Benson</u>	<u>06/2026</u>
<u>Acquire Public Works Facility land from Forest Service</u>	<u>B. Howser</u>	<u>12/2025</u>
<u>Design Public Works Facility expansion</u>	<u>J. Ficken</u>	<u>12/2025</u>
<u>Develop financing plan for Public Works Facility expansion</u>	<u>J. Ficken</u>	<u>06/2026</u>

Strategy: Refine GIS Program (AM03)

Goals Impacted: General

Action Step	Lead Staff	By When
Ongoing training for GIS Aldo	<u>J. Ficken</u>	Ongoing
Ongoing training for Public Works staff on GIS data collection	<u>J. Ficken</u>	09/ <u>2025</u>

Water System – PROVIDE SAFE, AFFORDABLE WATER VIA A RELIABLE STORAGE AND DISTRIBUTION SYSTEM

Strategy: Meet State DEQ water quality standards (WA01)

Goals Impacted: General

Action Step	Lead Staff	By When
Division of Drinking Water trainings (as available)	A. Hunter	Ongoing
Monthly/Annual testing per DEQ schedule	C. Leigh	Monthly
Maintain chlorination equipment	M. Hepworth	07/2024
Develop yearly list of required tests/reports and —when they are due	A. Hunter	Ongoing
Attend Ground Water Conference	PW Director	12/ 2024 <u>2025</u>



Rural Water training	A. Hunter	03/ 2025 <u>2026</u>
<u>Acquire two new/used snowmobiles for winter water testing</u>	<u>J. Ficken</u>	<u>12/2025</u>

Strategy: *Ensure sufficient water supply (WA02)*

Goals Impacted: General

Action Step	Lead Staff	By When
Distribute water conservation flyer to condos	A. Hunter	Monthly
Inclinometer Readings Fall/Spring	<u>J. Ficken</u>	<u>Annually</u>
Make lease payments to Parowan Reservoir Co	<u>J. Ficken</u>	<u>01/04/2025<u>2026</u></u>
Consider policy to increase water acquisition fund charge	S. Williamson	07/2024
Fill Snow Making Pond	<u>J. Ficken</u>	08/ 2024 <u>2025</u>
Oversee Construction <u>Completion</u> of <u>Snowmaking</u> Well	<u>J. Ficken</u>	09/ 2024 <u>2025</u>
Install auto valve and vault for improved snow making control	M. Hepworth	10/2024
Figure out psi for resort shop problem	M. Hepworth	10/2024

Strategy: *Maintain & Improve Water Storage & Distribution System (WA03)*

Goals Impacted: General

Action Step	Lead Staff	By When
Repair system leaks/breaks/etc	C. Leigh	Ongoing
Continue to Audit/Maintain existing water meters and replace defective meters	A. Hunter	Ongoing
Purchase Hydrant Buddy Tool	PW Director	07/2024
Purchase small well inspection camera	PW Director	07/2024
Identify all properties that need shut off valves at property lines	<u>N. Wallis</u>	08/ 2024 <u>2026</u>
Install shut off on property line at Sawmill condos	<u>N. Wallis</u>	08/ 2024 <u>2026</u>
Install hydrants or flush points for no dead-end lines	<u>N. Wallis</u>	09/ 2024 <u>2027</u>
<u>Create a PRV and valve maintenance schedule</u>	<u>C. Leigh</u>	<u>12/2025</u>
PRV maintenance	K. Beaumont	09/2024
Dive and clean next tank on list	T. Gurr	09/ 2024 <u>2025</u>
Exercise all valves for maintenance	C. Leigh	09/2024
Oversee Generator Install at Million Gallon Pump Station	PW Director	09/2024
Oversee/Inspection of the mainline extension projects	PW Director	10/2024
Oversee/Inspection of Water Infrastructure Projects	<u>J. Ficken</u>	10/ 2024 <u>2025</u>
Gather Data to Engineer Projects from grant application	PW Director	10/2024
Investigate and move Snowflake Booster to Town Hall Well	M. Hepworth	10/2024
Re-locate Dry Canyon Meter for better operation	<u>C. Leigh</u>	10/ 2024 <u>2026</u>



Sewer System Strategies – SAFELY AND AFFORDABLY DISPOSE OF SANITARY SEWER INTO AN APPROVED TREATMENT FACILITY

Strategy: *Maintain & Improve Wastewater Collection System to DEQ Standards (SE01)*

Goals Impacted: General

Action Step	Lead Staff	By When
Repair system leak	T. Gurr	Ongoing
Send Out Information on Infiltration to Condos/Residents for improvement Leaks of possible illegal sump pump connections to the sewer	A. Hunter	Ongoing
Test Bear Flat Well Semi Annually for Nitrate Monitoring Program	<u>J. Ficken</u>	Ongoing
Camera/Clean 20% of system	<u>J. Ficken</u>	09/ 2024 <u>2025</u>
Locate and mark manholes in dirt (GPS)	<u>C. Leigh</u>	09/ 2025
Identify manhole infiltration during spring runoff	N. Wallis	05/2025
Hunt down and destroy infiltration	N. Wallis	09/2024
Make inventory of manholes needing steps/ Install what we can	N. Wallis	09 <u>05/2024</u> 2025
Oversee Construction of Penderosa , Snowshoe, & Toboggan project	<u>J. Ficken</u>	09/ 2024 <u>2025</u>
Locate and GPS sewer manholes in canyon from forebay to canyon sewer meter for flow capacity study	<u>J. Ficken</u>	09/ 2024 <u>2025</u>
Collect Data to Engineer Sewer Projects (Pending Funding)	PW Director	10/2024
Bid Infrastructure Grant Projects (Pending Funding)	PW Director	02/2025

Strategy: *Treat wastewater consistent with DEQ standards (SE02)*

Goals Impacted: General

Action Step	Lead Staff	By When
Meet quarterly with Parowan to review flows and costs	B. Howser	Quarterly
Work with Parowan to collect lagoon data for expansion	PW Director	10/2024
Participate with Parowan in sewer treatment expansion project preliminary engineering	B. Howser	12/ 2024 <u>2025</u>



Solid Waste Strategies

Strategy: Collect solid waste regularly consistent with State regulations (SW01)

Goals Impacted: Environment #1 & #4, and Economy #3

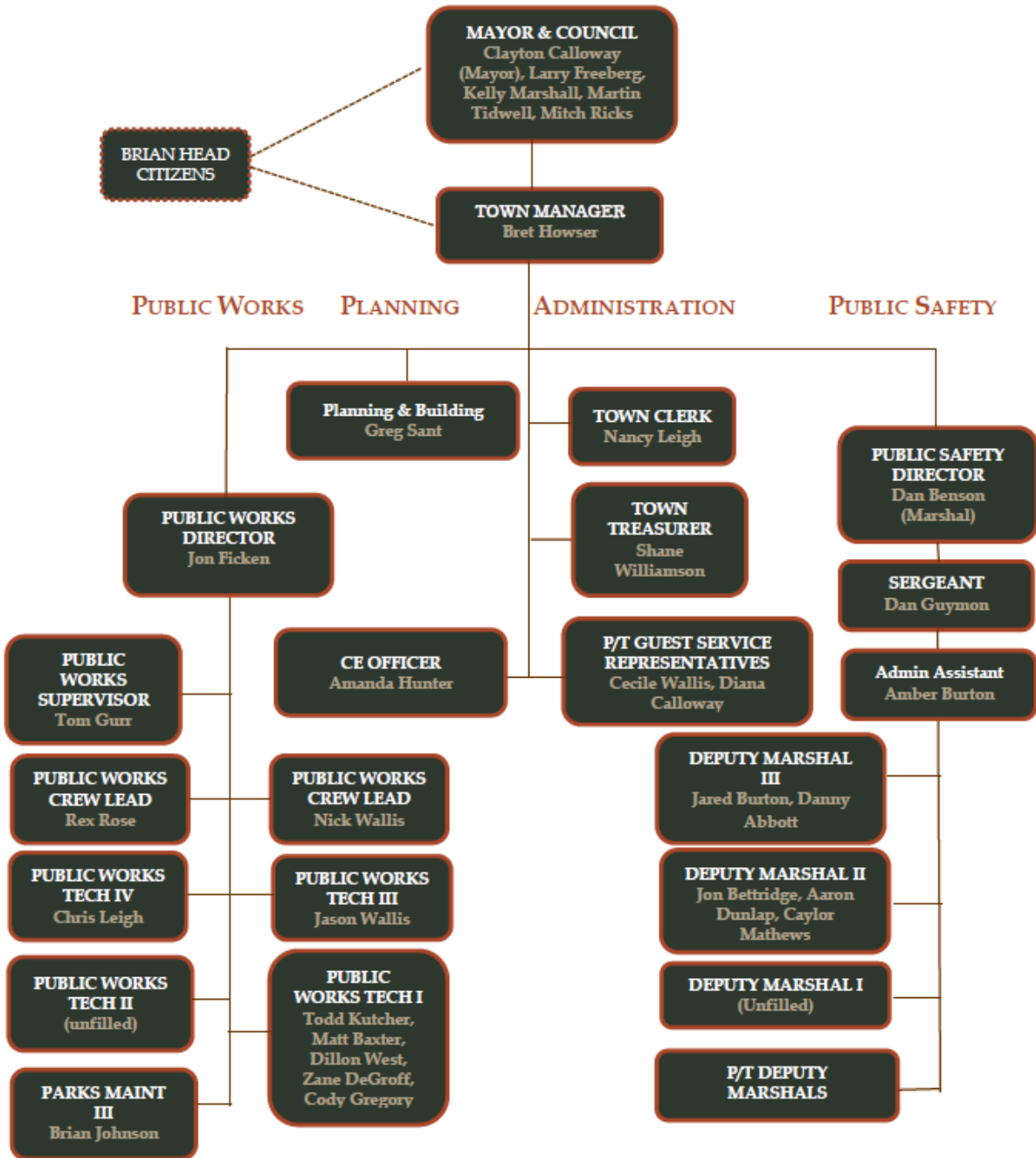
Action Step	Lead Staff	By When
Trash collection Mon, Wed, Fri, Sat, Sun (Summer)	Team Leads	Ongoing
Trash collection Mon, Wed, Fri, Sat, Sun (Winter)	Team Leads	Ongoing
Enhanced collection service during peak times	Team Leads	Ongoing
Purchase new lids/containers as necessary	A. Hunter	Ongoing
Maintain approaches to dumpster locations	Team Leads	Ongoing
Implement community cleanup dumpster twice year	A. Hunter	09/ 20242025
Construct asphalt pads under dumpsters at targeted locations	J. Ficken	10/2025





APPENDICES

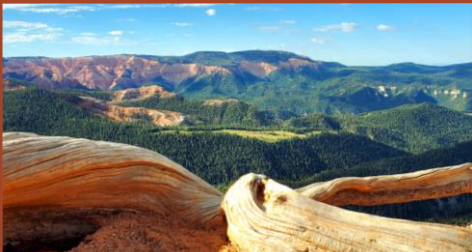
BRIAN HEAD TOWN - ORGANIZATIONAL CHART



APPENDIX B

An update of FY 2025 action steps can be found at:

<https://town-brian-head-ut-cleardoc.cleargov.com/8619>





STAFF REPORT TO THE TOWN COUNCIL

ITEM: TRAILS MASTER PLAN REVISION ADOPTION

AUTHOR: Nancy Leigh, Town Clerk
DEPARTMENT: Administration
DATE: March 25, 2025
TYPE OF ITEM: Legislative Action

SUMMARY:

The council will consider an ordinance adopting a revision of the Brian Head Trails Master Plan.

BACKGROUND:

In 2008, the Town received a Rivers, Trails & Conservation Assistance to develop a Trails Master Plan for the Town. With this funding, a committee was created to develop the Town's Trail Master Plan. The Committee consisted of Staff, Planning Commission Members, Council Member, Brian Head Resort representatives, and Forest Service representatives.

In 2015, the Town adopted the Trails Master Plan with ordinance No. 15-003 which been the existing Trails Master Plan for the Town.

Since 2015, the Town Council has revised the Trails Committee to reduce the number of members for efficiency purposes. The committee consisted of Town Council Member, Forest Service Representative, Brian Head Resort representative, and a Brian Head citizen. With this committee, the trails were reviewed and updated.

ANALYSIS:

The draft Trails Master Plan is attached for the Council's review and consideration for adoption. Bret will give an overall summary of the Master Trails Plan and identify any potential changes that may be considered.

FINANCIAL IMPLICATIONS:

N/A

BOARD/COMMISSION RECOMMENDATION:

NA

STAFF RECOMMENDATION:

Staff recommend that the council adopt ordinance No. 25-002 adopting the Brian Head Master Trails Plan Revision.

PROPOSED MOTION:

The Council can approve as present, with changes (please identify changes in the motion), table for more information, or deny.

I move to adopt ordinance No. 25-002, adopting the Brian Head Master Trails Plan Revision.

ATTACHMENTS:

A – Brian Head Master Trails Plan Revision Ordinance



ORDINANCE NO. 25-__

AN ORDINANCE OF THE BRIAN HEAD TOWN COUNCIL REVISING THE TRAILS MASTER PLAN FOR THE TOWN OF BRIAN HEAD, UTAH AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Brian Head is a resort recreational community in which trails are vital to the economy of Brian Head Town; and

WHEREAS, the Town Council has assessed the need to create a connected and protected trail system for motorized and non-motorized uses within the town; and

WHEREAS, in 2008, the town received a Rivers, Trails, and Conservation Assistance Grant to assist with the development of a Trails Master Plan; and

WHEREAS, a committee was created to develop a Trails Master Plan and has since completed a Master Trail Plan for the Council's review and approval.

WHEREAS, in 2015, the Town Council adopted the Brian Head Master Trail Plan by ordinance 15-003, identifying the purpose of serving and promoting the general welfare to provide for recreational and open space needs of the community.

WHEREAS, in 2025 it was decided to revise the Brian Head Master Trail Plan to update specific trails within the Town boundaries in the general welfare of its citizens.

NOW, THEREFORE, BE IT ORDAINED BY THE BRIAN HEAD TOWN COUNCIL hereby adopts the Brian Head Master Plan, Attachment "A"

Section 1. BRIAN HEAD MASTER TRAIL PLAN Attachment "A" is hereby adopted as attached and incorporated in the Master Plans for Brian Head Town.

Section 2. SEVERABILITY CLAUSE. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason, held invalid or unconstitutional by any court or competent jurisdiction, such portions shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 3. REPEALER. All provisions of the Brian Head Town Code that are inconsistent with the expressed terms of this Ordinance shall be repealed.

Section 4. EFFECTIVE DATE. This Ordinance shall become effective upon a majority vote of the Town Council.

PASSED AND ADOPTED BY THE BRIAN HEAD TOWN COUNCIL OF BRIAN HEAD TOWN, IRON COUNTY, UTAH this ____day of March, 2025 with the following vote.

Mayor Clayton Calloway	Yes____	No____
Council Member Larry Freeberg	Yes____	No____
Council Member Kelly Marshall	Yes____	No____
Council Member Martin Tidwell	Yes____	No____
Council Member Mitch Ricks	Yes____	No____

BRIAN HEAD TOWN

Clayton Calloway, Mayor

ATTEST:

Nancy Leigh, Town Clerk

(SEAL)

CERTIFICATE OF PASSAGE AND POSTING

I hereby certify that the above Ordinance is a true and accurate copy, including all attachments, of the Ordinance passed by the Town Council on the ____ day of March 2025, and have posted a complete copy of the ordinance on the Public Meeting Website and a summary of the ordinance within three locations within Brian Head Town; Post Office, The Mall and Brian Head Town Hall.

Nancy Leigh, Town Clerk

Brian Head Town

TRAILS MASTER PLAN



BRIAN HEAD

Adopted
March
2025

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INTRODUCTION

Brian Head Town first created this Trails Master Plan in 2015 as a collaboration with the National Park Service - Rivers, Trails, & Conservation Assistance Program and with input from several community and regional partners. It was since updated by the Brian Head Town Trails Committee in 2025 and readopted by the Town Council.

The aim of this plan is as follows:

- Identify and describe the various trails, along with related amenities and appurtenances, that have strategic significance for Brian Head Town, and for which the Town will therefore assume responsibility. Collectively, these will be designated as the “Brian Head Town Trail System.”
- Set standards for the development and maintenance of the Brian Head Town Trail System.
- Outline improvement and expansion plans for the Brian Head Town Trail System and develop an actionable set of projects which feed into the Brian Head Town Strategic Plan.

About Brian Head

Brian Head Town is located in Southwestern Utah (Figure 1). The closest city, Parowan, is located 12 miles to the north, and the closest significant population center, Cedar City, is located 34 miles from Brian Head Town. Brian Head is an unusually high elevation resort community. There are drastic changes in elevation allowing visitors to experience five climatic zones as they travel along the Utah Patchwork Parkway Scenic Byway. This creates a unique opportunity for interpretation of cultural and natural history in the area, and a wide variety of motorized and non-motorized recreation opportunities.

Need for a Trail System in Brian Head

Brian Head Town is an outdoor recreation destination for visitors from all over the region. Winter visitation is growing rapidly, with skier visits up 150% over the 10-year period leading to 2025. Summer visitation peaked in the COVID year of 2020, but remains well above the average of pre-pandemic figures. The influx of visitation highlights the need for a comprehensive trail plan for the Brian Head area in order to provide recreation opportunities that residents and visitors expect. While winter visitation is due largely to skiing, snowmobiling, summer visitation is due in large part to motorized recreation, mountain biking,



INTRODUCTION

hiking, and fishing. Based on the number of visitors to the area, there was a need to develop a coordinated motorized and non-motorized trail system.

In addition to the trail opportunities, the Brian Head area provides for recreation opportunities including:

- Dixie National Forest and Cedar Breaks National Monument;
- The Utah Patchwork Parkway, State Route 143, a State and National Scenic Byway;
- Abundant, year-round recreational opportunities; and
- Unique history and culture within the State of Utah.

Improving the trail system in the Brian Head area will help partners to market the area, thus keeping visitors in the area for longer periods of time, increasing revenue for local businesses, and helping with economic development.



TRAIL STANDARDS

Brian Head Area Trail Types

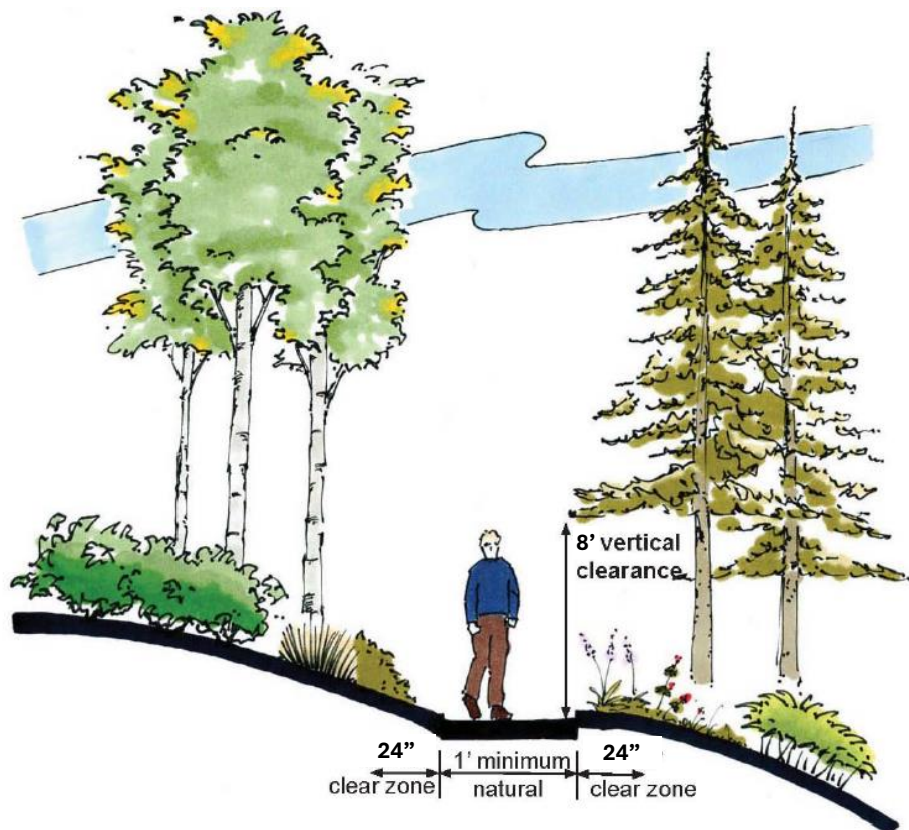
The following pages detail the standards for various trail types in the Brian Head Town Trail System. These standards should be used when designing a new trail, a trail expansion, or when planning maintenance to a trail.

Each of the guidelines put forth in this section are intended to be a general goal for purposes of establishing consistency in trail construction throughout Brian Head. However, it is recognized that these guidelines may not be ideal in all circumstances. The Town may work outside of these guidelines if it is preferable to be consistent with pre-existing trails, for connecting with trails built or maintained by other entities, for grant or funding purposes, etc.



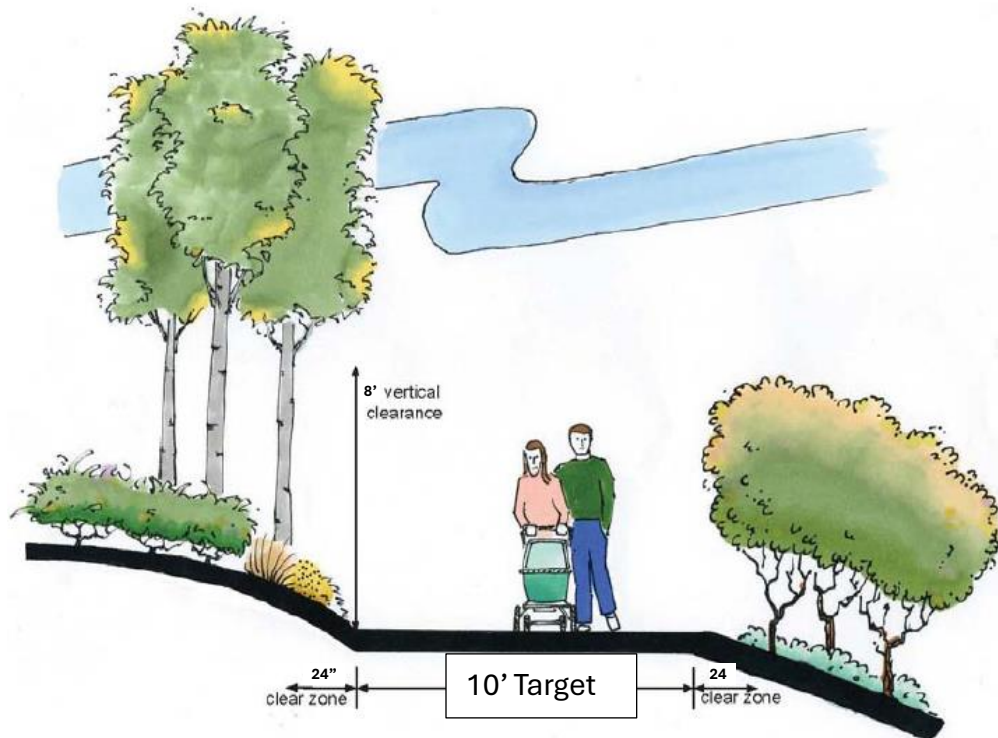
TRAIL STANDARDS

TRAIL TYPE	NON-MOTORIZED SUMMER TRAILS
USER ACTIVITIES	Hiking, Biking
SURFACE	Natural
TREAD WIDTH	1 foot minimum
VEGETATION	8 feet Vertical
CLEARANCE	24" Horizontal
GRADE/DIFFICULTY	Easy - 5% avg., 15% max (no more than 30 ft stretch) Moderate - 10% avg., 20% max Difficult - 15% avg., 25% max Extremely Difficult - > 20% avg.
DRAINAGE	Sloped 2-5% to the downhill side
COMMENTS	Trails must meet water management, switchback construction, and other maintenance and construction best practices. (see https://www.americantrails.org/resources/best-management-practices-for-erosion-control-during-trail-maintenance-and-construction)



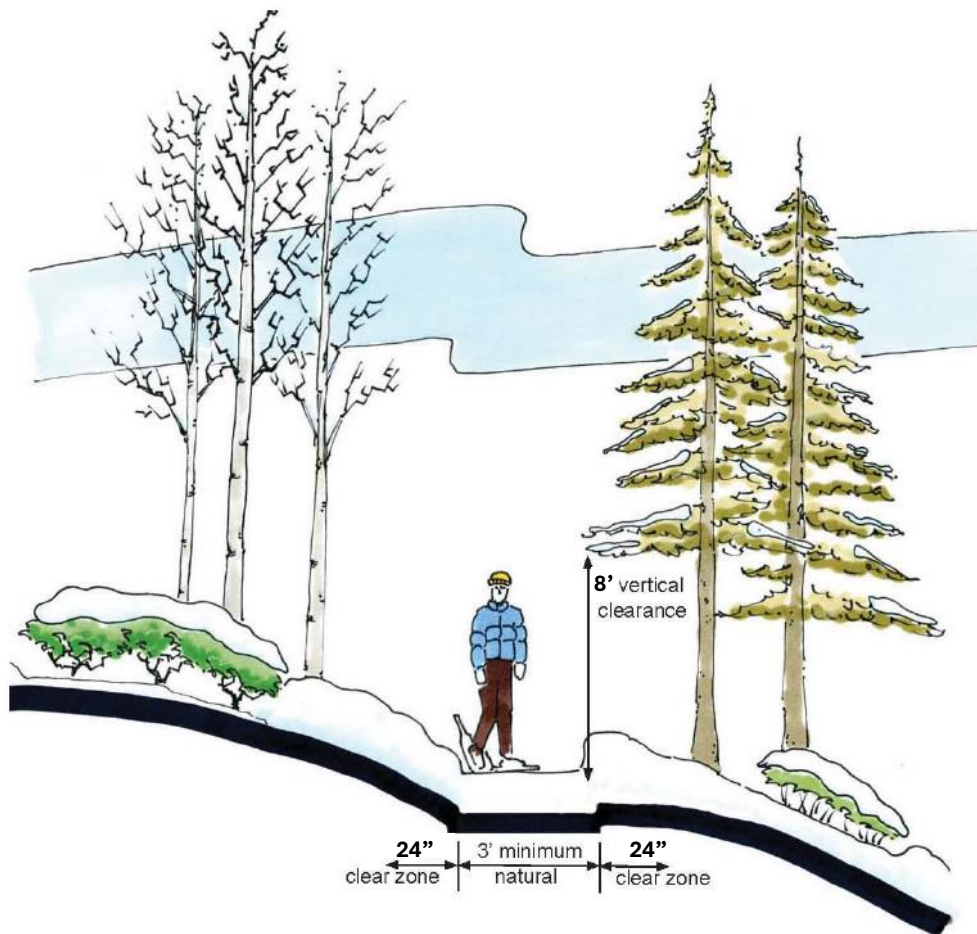
TRAIL STANDARDS

TRAIL TYPE	PAVED NON-MOTORIZED TRAILS
USER ACTIVITIES	Hiking, Biking (Class 1 E-Bikes allowed with 10mph speed limit)
SURFACE	Asphalt
TREAD WIDTH	10 feet target width, 8 feet minimum
VEGETATION	8 feet Vertical
CLEARANCE	24" Horizontal
GRADE/DIFFICULTY	Easy - 5% avg., 15% max (no more than 30 ft stretch) Moderate - 10% avg., 25% max Difficult - 15% avg., 25% max Extremely Difficult - > 20% avg.
DRAINAGE	Sloped 2% to the downhill side
COMMENTS	Trails must meet Sub-base, Asphalt, Weed Barrier, and other requirements specified in Brian Head Public Works Standards



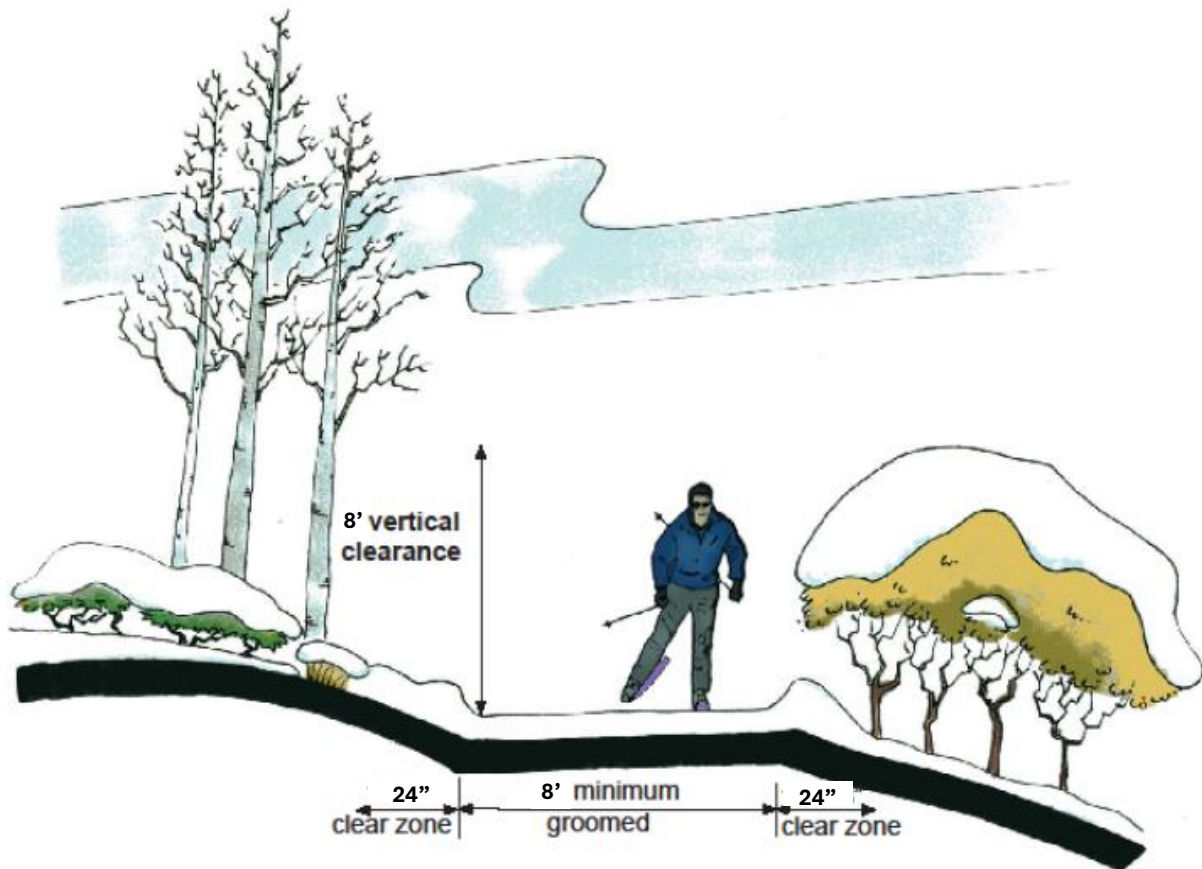
TRAIL STANDARDS

TRAIL TYPE	NON-MOTORIZED WINTER TRAILS
USER ACTIVITIES	Snowshoeing
SURFACE	Natural
TREAD WIDTH	3 feet minimum
VEGETATION	8 feet Vertical (above the snow)
CLEARANCE	24" Horizontal
GRADE/DIFFICULTY	Easy - 4-10% avg., 12% max Moderate - 6-12% avg., 18% max Difficult - 12-14% avg., 18-20% max Extremely Difficult - > 14% avg., >20% max.
DRAINAGE	Sloped 2-5% to the downhill side
COMMENTS	None



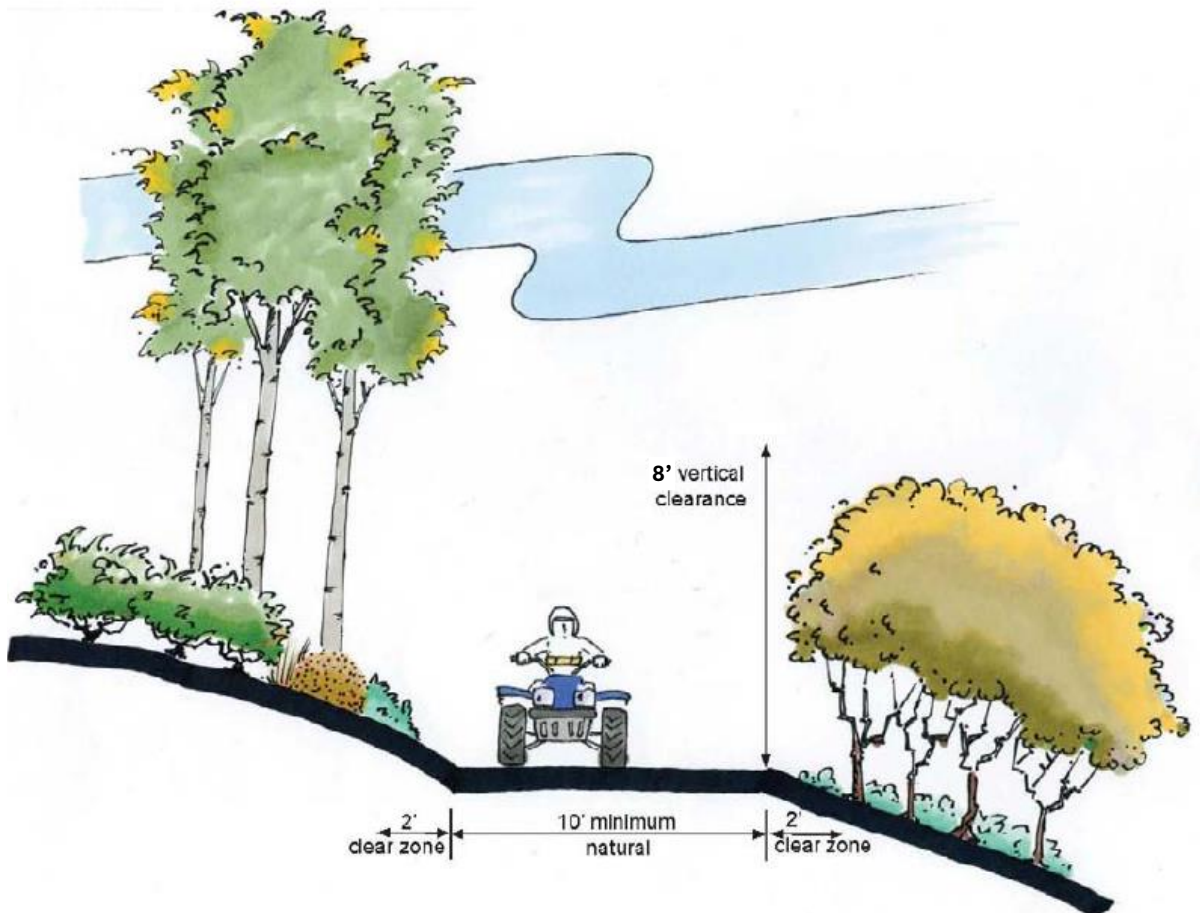
TRAIL STANDARDS

TRAIL TYPE	CROSS COUNTRY SKI (GROOMED)
USER ACTIVITIES	Cross Country Skiing, Fat Bike
SURFACE	Natural
TREAD WIDTH	8 feet minimum
VEGETATION	8 feet Vertical (above the snow)
CLEARANCE	24" Horizontal
GRADE/DIFFICULTY	Easy - 4-10% avg., 12% max Moderate - 6-12% avg., 18% max Difficult - 12-14% avg., 18-20% max Extremely Difficult - > 14% avg., >20% max.
DRAINAGE	Sloped 2% to the downhill side
COMMENTS	Groomed in winter.



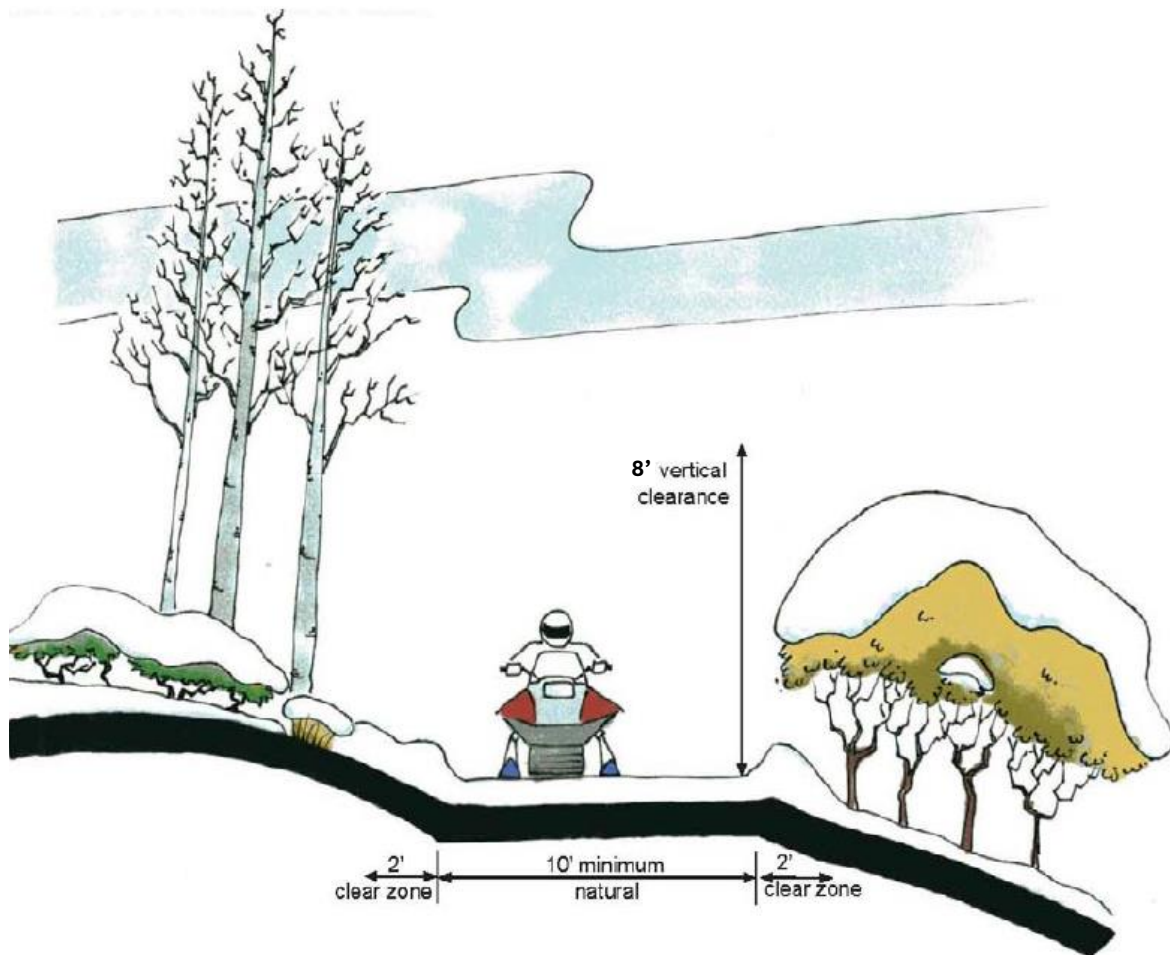
TRAIL STANDARDS

TRAIL TYPE	MOTORIZED SUMMER TRAILS
USER ACTIVITIES	Off-Highway Vehicles (OHV)
SURFACE	Natural, dust control agent used in Town
TREAD WIDTH	10 feet minimum with interspersed 14 foot wide passing zones
VEGETATION	8 feet Vertical
CLEARANCE	24" Horizontal
GRADE/DIFFICULTY	Easy - 8% avg., 15-25% max Moderate - 12% avg., 25-35% max Difficult - 15% avg., 35% max Extremely Difficult - > 15% avg.
DRAINAGE	Sloped 2% to the downhill side
COMMENTS	None



TRAIL STANDARDS

TRAIL TYPE	MOTORIZED WINTER TRAILS
USER ACTIVITIES	Snow machines
SURFACE	Natural or groomed
TREAD WIDTH	10 feet target, 5 feet minimum
VEGETATION	8 feet Vertical (above the snow)
CLEARANCE	24" Horizontal
GRADE/DIFFICULTY	Easy - 8% avg., 15-25% max Moderate - 12% avg., 25-35% max Difficult - 15% avg., 35% max Extremely Difficult - > 15% avg.
DRAINAGE	Sloped 2-4% to the downhill side
COMMENTS	Potentially groomed in winter



TRAIL STANDARDS

TRAIL SIGNS

The following trail sign types will be utilized on the Brian Head Town Trail System:

- **Directional Signs:** Give basic information to trail users directing them to trailheads, trail features, destinations, and other points of interest, as well as clarifying signs intended to indicate the route, influence travel direction, and reassure users that they are on the trail.
- **Trailhead Kiosks:** Provide the “you are here” orientation. They should get the user well oriented to all aspects of the trail including; safety and interpretive information, distance, trail type, and current trail conditions.
- **Traffic Control Signs:** Indicate maximum speed, required stops at crossings, etc. These are necessary primarily on motorized trails, but may be necessary on paved trails where non-motorized travel may reach speeds that cause safety concerns.
- **Interpretive Signage:** Enhances the user experience by giving information regarding local flora and fauna, historical points of interest, geological formations, etc.

For non-motorized rustic trails, a signage design bespeaking national forest or national parks should be utilized to preserve the outdoor recreation adventure feel (ie: routed wood signs painted dark brown with cream colored text). For motorized trails, a more visible, traffic-type signage should be employed. And for paved trails in the core of town, a more polished, branded style should be employed.

More detailed signage design and plans may be included in the appendix of this document.

TRAILHEAD DESIGN

There are many factors that must be taken into consideration when designing trailheads. Many of these factors are focused on the safety of the user. These include:

- Visibility and Crime Prevention;
- Lighting;
- Safe ingress and egress;
- Traffic flow; and
- Surfaces and surface transitions.

Other factors are focused on the user experience. These include:

- Informational signs;



TRAIL STANDARDS

- Directional signs; and
- Amenities present at the trailhead.

Use patterns and usage numbers dictate the potential amenities that are located at the trailhead. These amenities can be extensive for high-use trails, and quite minimal for light-use trailheads. A potential list of amenities to consider would include:

- Trash cans or trash bins;
- Benches;
- Picnic tables;
- Restrooms;
- Water fountains or faucets;
- Bike racks;
- Lighting; and
- Pet waste bag stations.

There is no comprehensive list of trailhead design considerations. Also, the trailhead design should be reevaluated periodically to reassess use patterns, user types, and maintenance considerations.

TRAIL ACCESSIBILITY

While many of trails in the Brian Head Town Trail System have limited access for persons with disabilities, Brian Head Town will strive to create environments and experiences that are inclusive of people with and without disabilities. In some instances, this may require looking at the trail or trail amenities from another person's perspective. Designers should consider whether they would be able to enjoy the trail and benefit from all aspects of the trail experience if they were:

- Unable to hear;
- Using crutches;
- Unable to see;
- Using a wheelchair for mobility;
- Using a powered scooter for mobility;
- 90 years old;
- Lacking in energy;
- Not physically fit;
- 8 years old;
- Unable to concentrate; or
- Unable to read or not able to read the local language



TRAIL STANDARDS

For newly constructed trails, the commitment to address accessibility issues should begin during the planning stages of the trail development process. For example, if sufficient right-of-way is not allocated to a trail during the initial stages of development, it is harder for designers to construct a trail that is safe for users traveling at different speeds. When access improvements are made to existing trails, designers should prioritize resources and try to make the most significant changes possible with the resources that are available.



BRIAN HEAD TOWN TRAIL SYSTEM

Brian Head Town will work to build, improve and maintain certain trails with strategic value for the Town. Such trails have some or all of the following characteristics:

- Accessible from within Brian Head Town (or may become so with certain improvements)
- Create connections to trails and trail systems with recreational value in surrounding areas (such as Dixie National Forest and Cedar Breaks National Monument)
- Provide recreational value and/or alternative transportation value to our residents and guests

The Brian Head Town Trail System put forth in this document creates a user experience befitting a polished mountain resort community. There are several distinct sub-systems within the overall system offering varying lengths, treads, views, etc. **Once the trails system is completed, a visitor to Brian Head could conceivably spend a week vacation in the town, each day walking out their front door to go hiking biking or OHVing every day without ever duplicating their experience from a previous day and never needing to use their car.**

The Brian Head Town Trail System may be broken down into the following sub-systems:

- **The Town Trail:** a paved backbone for the overall trail system providing access from residential areas to the commercial core of the community and to trailheads leading to outlying trail systems.
- **Aspen Meadows Loop:** A roughly 10-mile loop beginning in the center of Brian Head (accessible from the Town Trail at Town Hall) and leading along the west side (or lower portion) of Aspen Meadows, through the Scout Camp into Dixie National Forest, past Hendrickson Lake and grazing Dark Hollow before coming back into town along the east side (or upper portion) of Aspen Meadows. This system may eventually include several nested loops in the Aspen Meadows area, as well as tie-ins to the Steam Engine Meadows neighborhood and Cedar Breaks Mountain Estates.
- **Manzanita:** This small trail system exists on Town-owned land on the north side of Brian Head and is accessible from the Town Trail at Aspen Drive, in addition to having an independent trailhead off of Sandstone Drive. The main trail is a one-mile an out-and-back spine leading to a scenic overlook, but a lower trail has been constructed to make a partial loop experience available, and the system has potential for another loop to be added onto the end.
- **Navajo Loop:** This 4-mile loop is accessible from the south end of the Town Trail and provides a user experience on the Navajo side of the mountain with its unparalleled meadows and slopes, allowing enjoyment of some unique views of Brian Head. This trail is accessible by residents in the Woodbridge neighborhoods, tying in that side of Town.
- **Navajo Point & Navajo Back:** This trail sub-system is largely aspirational at this point, but this plan anticipates someday creating a loop around Navajo Peak and a



BRIAN HEAD TOWN TRAIL SYSTEM

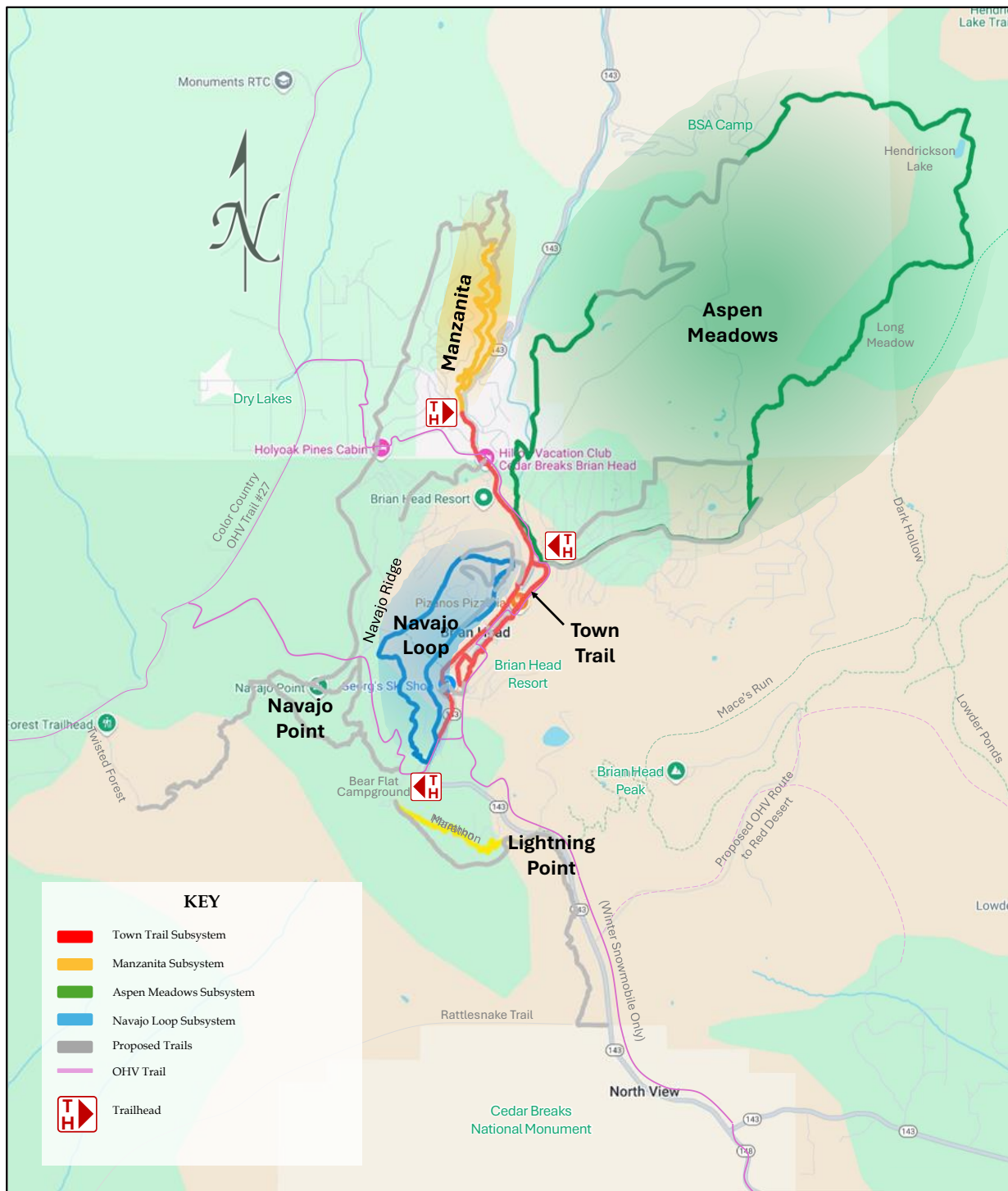
- trail tying into Twisted Forest, which then gives access to High Mountain and the Ashdown Gorge Wilderness Area. Also, a trail running along the back side of Navajo Ridge could potentially connect the north end of Brian Head (the Manzanita sub-system) with the south end of Brian Head without having to go through the core of Town – effectively creating a super-loop around the Navajo Ridge.
- **Lighting Point:** Also a largely aspirational sub-system, this would utilize the existing Marathon Trail and/or a potential reroute and extension to tie in from the south end of Brian Head to the Rattlesnake Trail and Cedar Breaks National Monument. The intent would be to someday have a paved trail experience running from the north end of Brian Head all the way to the Cedar Breaks Monument Visitor Center (and possibly beyond).
 - **OHV Trail:** This is a spine trail running the length of Brian Head (essentially) with the intent of conducting OHV recreationalists out of Town – to Dry Lakes via the north, to High Mountain via the southwest or to Cedar Breaks Monument and the Dixie National Forest via the southeast (winter only). OHV travel is allowed on Town roads, but by policy these are to be used for transportation from one destination to another, not for recreation. The Brian Head OHV trail is considered an alternate route of the #27 trail in the Color County OHV Trail System. The Town desires to create summer access via a third outlet to the south which would connect more directly to the Red Desert Trail System on Markagunt Plateau (perhaps the most frequented OHV recreational area), but has so far proven unsuccessful in gaining the support of the Dixie National Forest.

The following map gives a broad overview of the entire Brian Head Town Trail System, showing how the various subsystems would interact. Additional maps showing the plan for each subsystem are included throughout this section. The remainder of this section addresses each sub-system individually outlining the current state, improvement needs, access issues and potential expansions.



BRIAN HEAD TOWN TRAIL SYSTEM

BRIAN HEAD TOWN TRAIL SYSTEM



BRIAN HEAD TOWN TRAIL SYSTEM

TOWN TRAIL

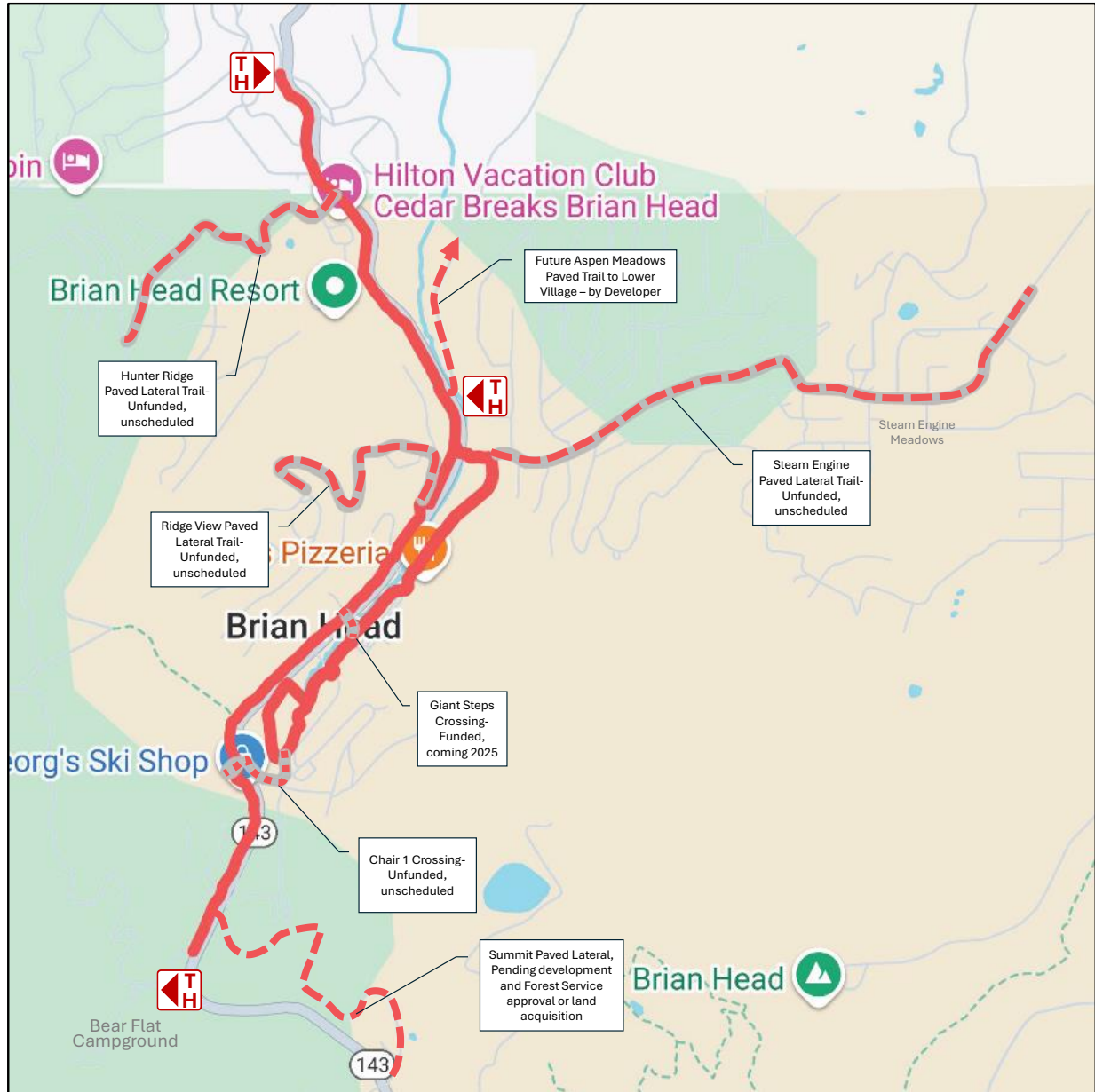
Paved non-motorized trail running through the core of Brian Head Town, forms the backbone of the Brian Head Town Trail System. Provides multi-modal transportation options from residential areas to commercial attractions and gathering areas in Brian Head, as well as access to recreational trail sub-systems.

LENGTH/TYPE/DIFFICULTY	3.5 miles, Multi-Use Paved (Non-motorized); Easy
ACCESS ISSUES	Mostly in the Utah Department of Transportation Right-of Way for which Town has Special Use Permit. Pieces of trail on property owned by Brian Head Resort and Georg's Ski Shop for which Town has licenses.
TRAIL NEEDS	Paving needed between Aspen and Hunter Ridge on the north, and between Georg's Ski Shop and Bear Flat on the South. May consider a ramp and/or stairs for more direct access to Village Way and the Mall. Use removable bollards rather than chains to protect entrances to trail. Some drainage issues.
TRAILHEAD NEEDS	Parking stalls on Aspen Drive need to be improved. At the south end, a redesign of the Bear Flat campground can serve as a trailhead for the Town Trail, Navajo Loop Trail, and US Forest Service trails which could accommodate more parking and significant signage, including interpretive signs, as well as a restroom and potable water.
SIGNAGE NEEDS	Directional signage needs to be updated and added between Chalet Village and Georg's Ski Shop, as well as on the east loop. Interpretive signage along the trail for the Meadow should be considered.
EXPANSION POTENTIAL	Another 3 miles may be added in spur routes following collector roads, as well as a crossing over the skier bridge.
PRIORITY	High; This trail is one of the easiest and most frequently used, family-friendly trails within Brian Head Town. The trail doubles as a recreational feature and a pedestrian transportation alternative.



BRIAN HEAD TOWN TRAIL SYSTEM

TOWN TRAIL SUBSYSTEM



BRIAN HEAD TOWN TRAIL SYSTEM

ASPEN MEADOWS LOOP

Long-distance hiking, biking, or trail running loop featuring views of Parowan Canyon with its red-rock formations, an alpine lake, elk filled meadows, spruce and aspen groves, and even pioneer cabins. This trail system ties in the forthcoming Aspen Meadows development to the rest of Brian Head Town. [Formerly known as Scout Camp Loop or Alpine Creek Loop]

LENGTH/TYPE/DIFFICULTY 10.23 miles, Hiking/Biking Loop (non-motorized); Easy to moderate

ACCESS ISSUES Gardner Plumb, LLC, US Forest Service, Boy Scouts of America, and Town roads. Trail access on Gardner Plumb land memorialized in annexation agreement and on recorded plats. Need formal access agreement with BSA, although Town will claim prescriptive easement if need be. Written agreement with USDA to maintain forest service portion is in place, verbal agreement from Scout Camp has been secured.

TRAIL NEEDS Extensive tread work underway through lower portion of proposed Aspen Meadows development due to fire damage. Brushing and tread has been improved between Scout Camp and intersection with old Dark Hollow Trail. Light tread work and clearing needed between old Dark Hollow intersection and Long Meadow.

TRAILHEAD NEEDS Trailhead would ideally be located on Burt's Road (current sign located right where trail drops to the creek). However, an alternate trailhead could be located at Town Hall where parking and water/restrooms already exist. Trailhead should include kiosk with information on full trail system, sufficient parking, and interpretive signage. Potable water and restrooms are an eventual possibility.

SIGNAGE NEEDS There are abundant opportunities for interpretive signs along these trails, including the pioneer cabins. Trail needs significant improvements to directional signage. A needs assessment should be performed and a signage plan implemented.

EXPANSION POTENTIAL Re-route of return from the bottom of Walter's Way to enter Cedar Breaks Mtn Estates further west and bypass hiking on Steam Engine Meadows paved roads would be desirable. Also, there is ample opportunity for expansion of this system with nested routes which can be added as development of Aspen Meadows progresses.



BRIAN HEAD TOWN TRAIL SYSTEM

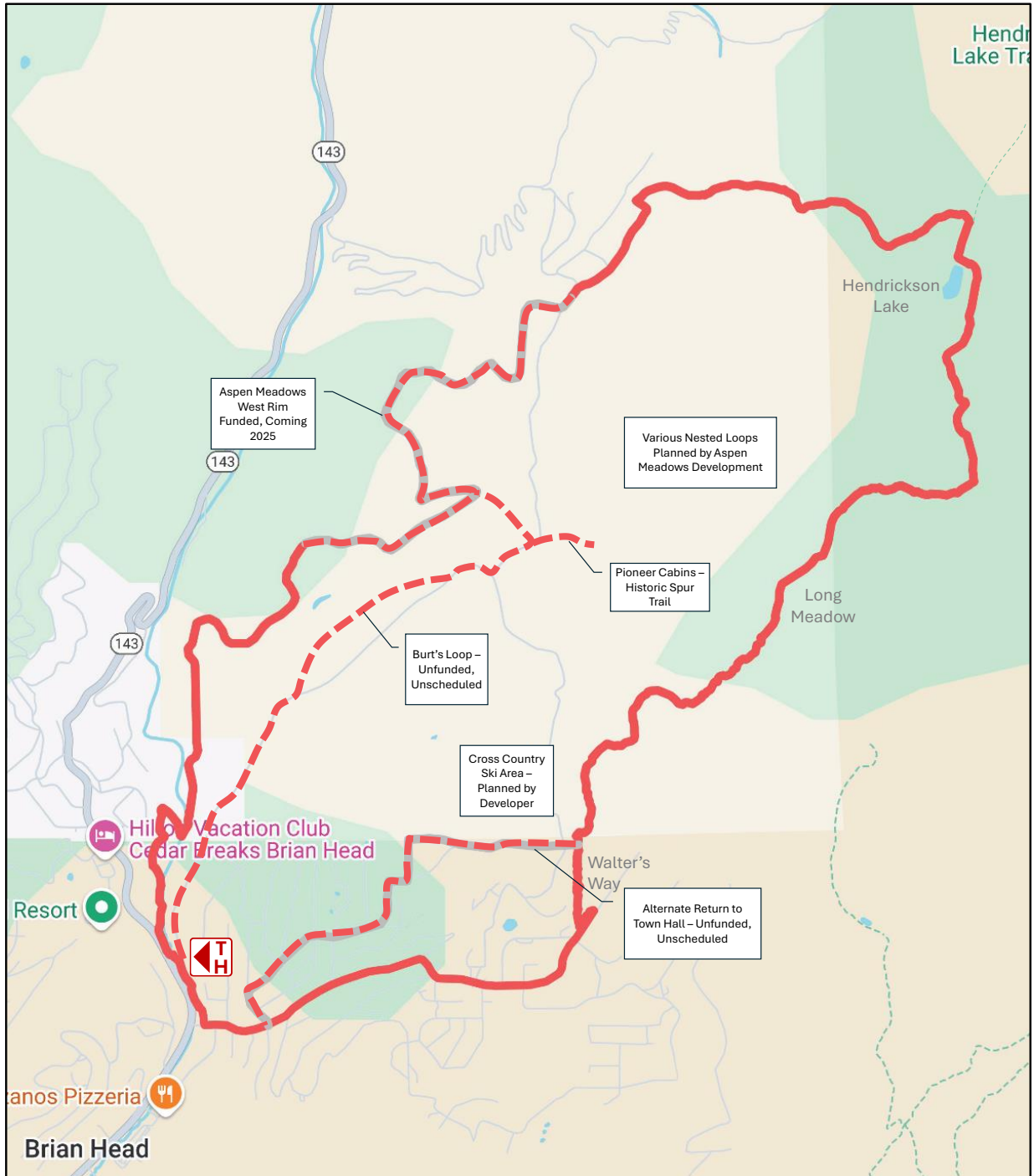
PRIORITY

Medium; This loop offer potentially the greatest recreational hiking experience without leaving Brian Head Town. Before the Brian Head Fire in 2017, it had been developed into our flagship hiking trail. Redevelopment of the trail post-fire was delayed due to pending development of the Aspen Meadows area, but with annexation complete, the Town and Gardner Plumb, LLC have been working closely and have nearly completed the restoration of the loop.



BRIAN HEAD TOWN TRAIL SYSTEM

ASPEN MEADOWS SUBSYSTEM



BRIAN HEAD TOWN TRAIL SYSTEM

MANZANITA TRAIL

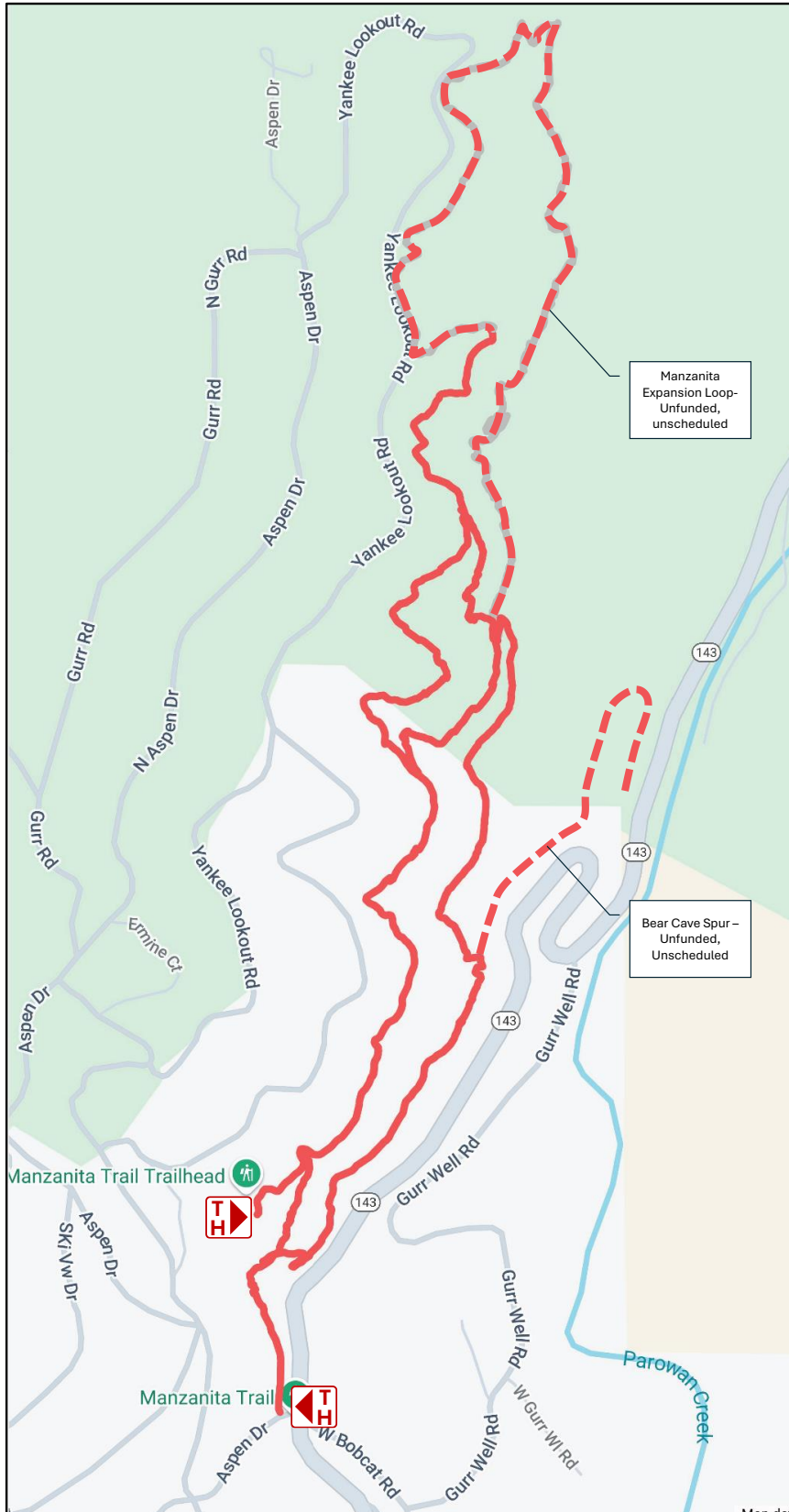
Recreational hiking on Town-owned land in the manzanita and Bristlecone Pine covered red dirt slopes on the northwest end of Brian Head. Easily accessible for the north end of the Town Trail, this provides a convenient area for residents and visitors to go for a short hike, walk their dog, or get a quick trail run in.

LENGTH/TYPE/DIFFICULTY	2.75 miles, Out-and-back or loop, hiking/biking (non-motorized); Easy to moderate
ACCESS ISSUES	The entirety of this trail is on property owned by Brian Head Town. No easements or licenses are required.
TRAIL NEEDS	As this trail is all on Town-owned property, it has the potential to expand into a full recreational site. The Town may consider building in multiple lookout points, backcountry campsites, and other recreational features.
TRAILHEAD NEEDS	Trailhead has parking for 4-5 vehicles, restroom with a flush toilet and potable water. Further refinements to picnic table pads and parking area are warranted.
SIGNAGE NEEDS	The Town Trails Committee should prepare an interpretive signage plan. Directional signs should be placed at the split of the lower and upper loops as well as at the split for the Town Trail connector and at the end of the main trail.
EXPANSION POTENTIAL	Another loop may be added to the end of the trail, and potential for an out-and-back excursion from the lower loop to the bear caves should be explored.
PRIORITY	High; The Manzanita Trail is another easier trail option within the Town with great scenic views. It is quickly becoming the go-to trail hiking experience accessible from Brian Head Town. Since most of the construction has been completed, maintenance should now take high priority.



BRIAN HEAD TOWN TRAIL SYSTEM

MANZANITA SUBSYSTEM



BRIAN HEAD TOWN TRAIL SYSTEM

NAVAJO LOOP

A beautiful but little known trail offering a medium-length experience accessible from the south end of the Town Trail and traversing the Navajo Ridge offering unparalleled views back toward Giant Steps and Brian Head Peak. Provides quick access to a hiking/biking experience for those in the Woodbridge subdivision.

LENGTH/TYPE/DIFFICULTY 3.4 miles, Hiking/Biking Loop (non-motorized); Moderate

ACCESS ISSUES Brian Head Resort, Forest Service, The Lofts, Elevate, Copperchase, Brook Hill Subdivision, and Town roads. Platted easements through private property exist, and easements have been obtained/platted with Hidden Springs, MLV and Brooke Hill owners for proposed re-route. Formal agreement with Resort needed. Agreement is in place with Forest Service for maintenance of trail.

TRAIL NEEDS Maintenance has not been completed on this trail in many years. Significant maintenance required to address cupping, overgrowth, clearing hazards, bridge repair, drainage, etc. New trail should be cut in along edge of Paradise ski run. New trail needs to be cut where re-route easements have been acquired.

TRAILHEAD NEEDS Main trailhead should be located at Bear Flat campground (see specifications in Town Trail section), with an alternate trailhead located at Resort's Navajo Lodge. Consider putting trailhead closer to restroom at Bear Flat and put spur from there to the split just after the current start of trail.

SIGNAGE NEEDS Signs should be located at trailheads. Directional signage needs to be updated. An interpretive signage plan should be developed.

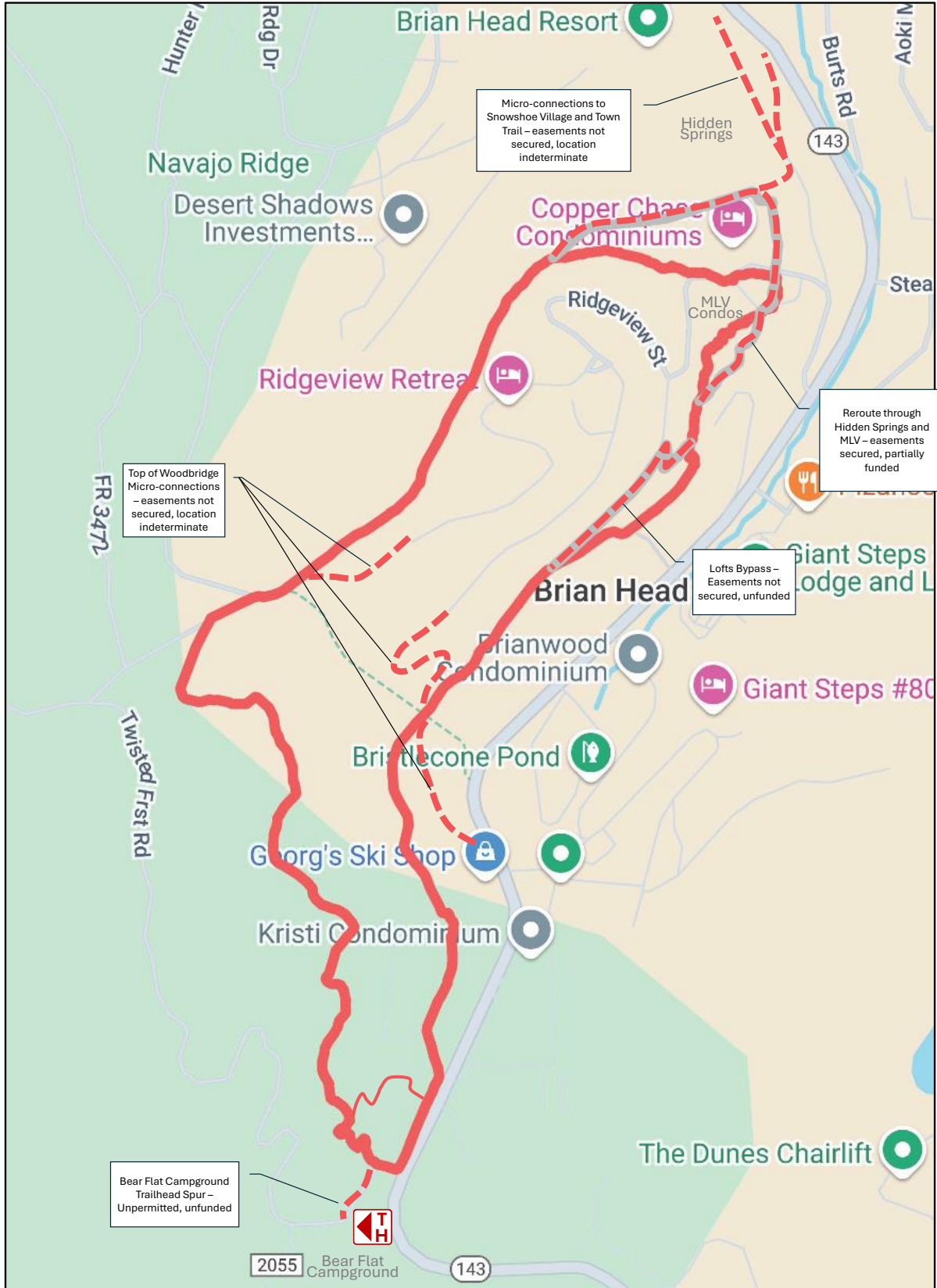
EXPANSION POTENTIAL Proposed re-routes through Hidden Springs, Copperchase and MLV are ready to be built, and bypass of the Lofts should be explored. Several "micro-connections" may be warranted for this trail, including connecting the Navajo Lodge, the top of Ridge View St, and Chalet Village.

PRIORITY Medium; This is a great recreational feature for the Town, and along with the Town Trail and Forest Service trails, should be part of the high priority trailhead development at Bear Flat. With the Manzanita system and Aspen Meadows Loop restoration largely complete, the Town should prioritize working with the Resort to re-establish the Navajo Loop next.



BRIAN HEAD TOWN TRAIL SYSTEM

NAVAJO LOOP SUBSYSTEM



BRIAN HEAD TOWN TRAIL SYSTEM

NAVAJO PEAK & NAVAJO BACK

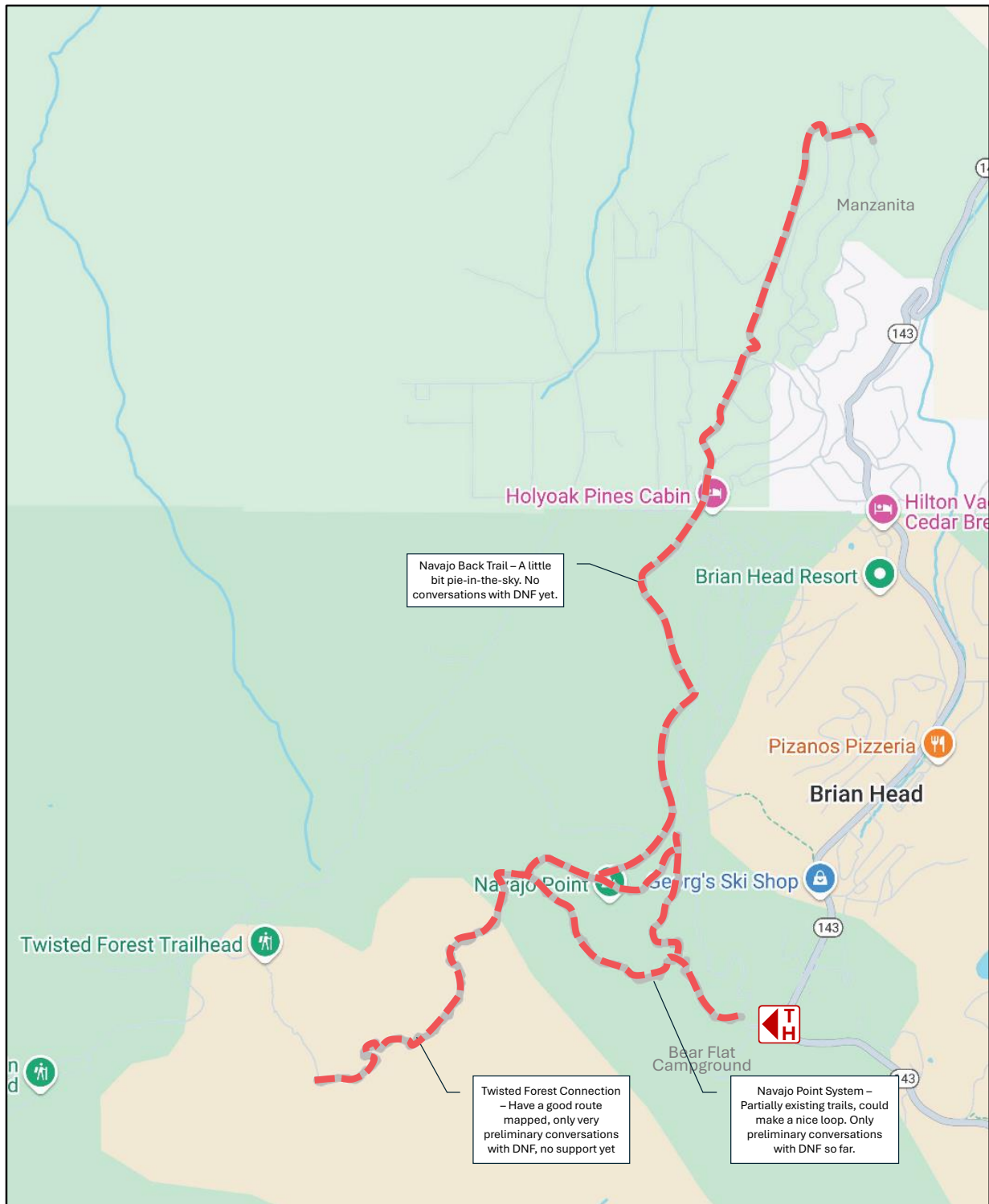
This trail sub-system is currently aspirational for the Town. No formal trails exist yet, but potential for additional hiking and biking experiences accessible from Bear Flat looping around Navajo Peak or tying into the Twisted Forest. A trail leading from Navajo Peak on the south end of Brian Head all the way to the Manzanita system on the north end of Brian Head along the back of Navajo ridge would create an experience unlike anything Brian Head currently has to offer.

LENGTH/TYPE/DIFFICULTY	N/A, no trails exist yet. The proposed trails would likely be non-motorized, hiking and biking, moderate difficulty.
ACCESS ISSUES	These trails would be exclusively in the Dixie National Forest Service. No access currently exists and would require arduous processes to acquire.
TRAIL ISSUES	There currently exist some strong game trails and old roads that can be patchworked together to form some of this system, but much of it would be new construction.
TRAILHEAD NEEDS	Main trailhead should be located at Bear Flat campground (see specifications in Town Trail section), with an alternate trailhead on the Manzanita side.
SIGNAGE NEEDS	N/A, directional signage would be needed if/when a trail is approved and constructed.
EXPANSION POTENTIAL	These trails would all be expansion.
PRIORITY	Low; This would be an amazing addition to the Brian Head Town Trail System, but considering the difficulty of obtaining permission to make new trails in the Forest Service, it is not a high priority for now.



BRIAN HEAD TOWN TRAIL SYSTEM

NAVAJO POINT & BACK SUBSYSTEM



BRIAN HEAD TOWN TRAIL SYSTEM

LIGHTNING POINT

The lightning point trail (currently non-existing) would serve to connect Brian Head Town to Cedar Breaks National Monument, and ultimately would serve as an extension of the paved Town Trail tying into the hard-surface trail that the Monument anticipates will run from their Visitor Center to the North Overlook. A piece of the existing Marathon Trail could be incorporated, but it has steep grades and wouldn't serve well for a future paved trail, so re-routes or alternate routes would be required.

LENGTH/TYPE/DIFFICULTY	N/A, no trails exist yet. The proposed trails would likely be non-motorized, hiking and biking, moderate difficulty, someday paved
ACCESS ISSUES	These trails would be in the Dixie National Forest Service. No access currently exists outside of the existing stretch of the Marathon Trail. The Town has begun conversations about proceeding through NEPA for a proposed stretch of trail where the Marathon Trail crosses Hwy 143 up to the Rattlesnake Trailhead on the border of the National Monument. One re-route could run through the Summit subdivision, so access should be obtained from Kaiva Development when they subdivide.
TRAIL ISSUES	There are significant slope issues to contend with between Bear Flat campground and the top of lightning point.
TRAILHEAD NEEDS	Main trailhead could be located at Bear Flat campground with an alternate trailhead located at the Rattlesnake Trailhead.
EXPANSION POTENTIAL	These trails would all be expansion.
SIGNAGE NEEDS	N/A, a signage program should be developed once the trail is approved and constructed.
PRIORITY	Medium; Connecting to Cedar Breaks Nat'l Monument would be a major accomplishment and enhancement of the Brian Head Town Trail System. It will also be a significant challenge to get the Dixie National Forest to approve, requiring a disproportionate amount of resources. After fully establishing the Manzanita, Aspen Meadows, and Navajo systems, this would be the next priority.



BRIAN HEAD TOWN TRAIL SYSTEM

LIGHTNING POINT SUBSYSTEM



BRIAN HEAD TOWN TRAIL SYSTEM

BRIAN HEAD OHV TRAIL

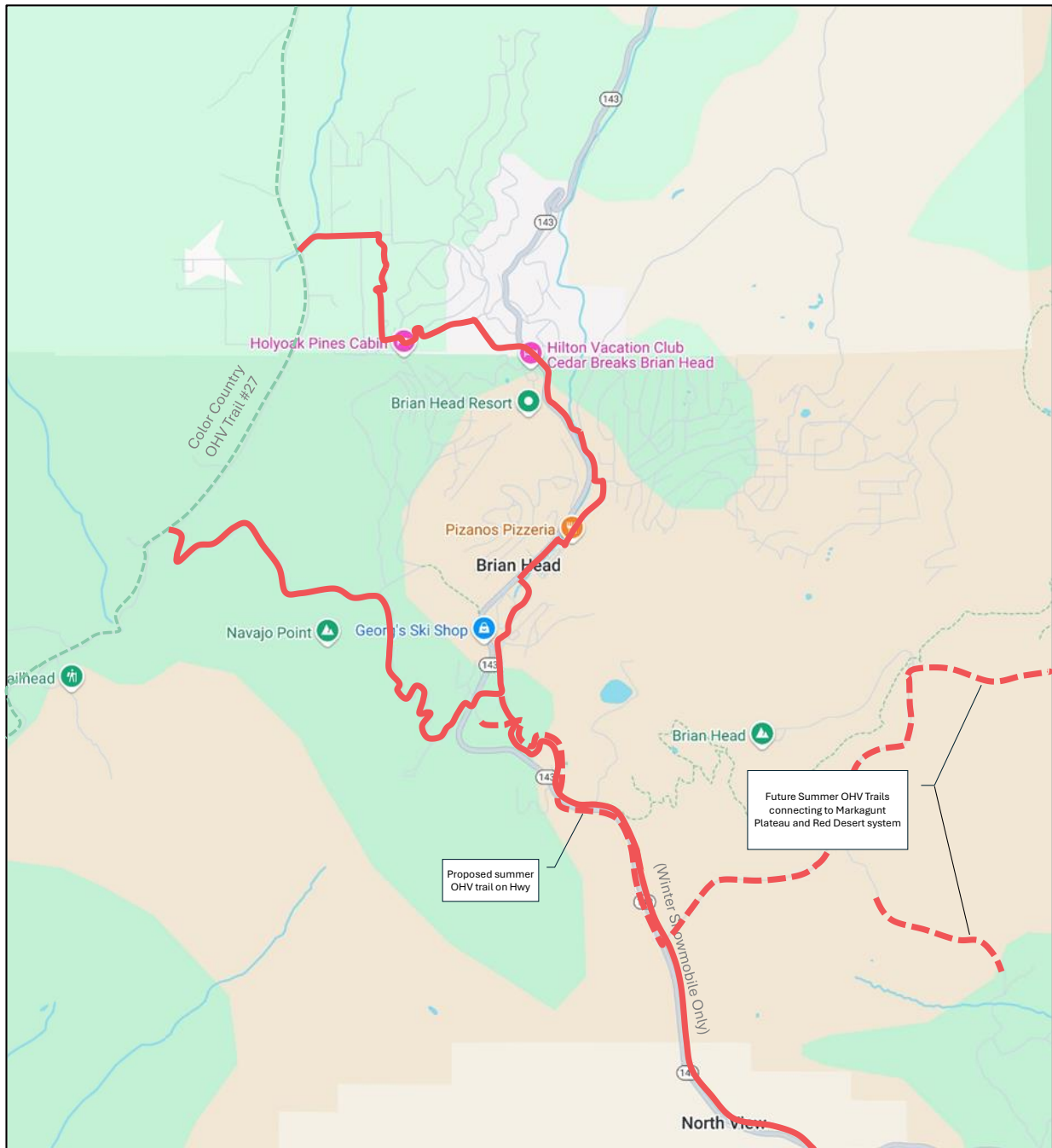
A motorized trail providing access through Brian Head Town to outlying areas where additional motorized recreation trails are available. Groomed for snowmobiles in the winter. Provides alternative transportation method within Brian Head, bypassing Hwy 143 and connecting neighborhoods in Town where OHV travel is allowed on local roads.

LENGTH/TYPE/DIFFICULTY	7.79 miles, Unpaved Motorized (groomed in winter)
ACCESS ISSUES	UDOT right-of-way, Town and County Roads, Forest Service, and Gardner Plumb. A formal agreement with UDOT is said to have once existed, but staff cannot locate it. UDOT is open to re-establishing a formal agreement.
TRAIL NEEDS	Grading on County Road in Green Meadow Acres (“kill hill”). Connector trail to Red Desert.
TRAILHEAD NEEDS	Complete signage on OHV kiosks. Need to identify snowmobile parking area and place informational signage. Possibility near Bear Flat (working with Forest Service) or at Public Works Shop as part of a special use permit revision.
SIGNAGE NEEDS	An expansive signage plan was implemented in 2021. Annual maintenance and upkeep of signage will be required moving forward. Annually place temporary signs – snowmobile only – at key intersections of road and trail to keep cars off of trail.
EXPANSION POTENTIAL	A trail from the south end of Town connecting more directly to the Red Desert system is needed, but the Forest Service has consistently struck down any effort by the Town to pursue it.
PRIORITY	High; Brian Head Town remains OHV friendly, and the Town OHV trail is a big part of that. Keeping the OHV trail properly functioning and well signed is a critical part of the Town’s OHV management strategy.



BRIAN HEAD TOWN TRAIL SYSTEM

OHV & SNOWMOBILE TRAIL



BRIAN HEAD TOWN TRAIL SYSTEM

OTHER TRAILS CRITICAL TO BRIAN HEAD TOWN

In addition to the trails described at length in this section, Brian Head Town has significant interest in Brian Head area trails managed by other entities. The following (while not a complete list of Brian Head area trails) notes some trails of particular interest to Town residents and guests. While the Town does not take a primary role in managing these trails, it has and may continue to contribute time and resources to the improvement and maintenance of these trails.

BRIAN HEAD RESORT Brian Head Mountain Bike Park

DIXIE NATIONAL FOREST Sidney Peak, Dark Hollow, Bunker Creek, Blowhard, Mace's Run,
Twisted Forest, Rattlesnake, High Mountain

CEDAR BREAKS MONUMENT Alpine Pond, South Rim, Sunset

BUREAU OF LAND MGT Hidden Haven

With mountain biking increasing in popularity as a summer recreational attraction, Brian Head Town's summer and fall economy is becoming more reliant upon the condition and variety of mountain bike trails. Since the 2017 Brian Head Fire, the Town has worked in concert with Dixie National Forest to restore mountain bike trails in the forest. Largely funded by the Utah Office of Outdoor Recreation, significant restoration work has been done on the Dark Hollow and Bunker Creek Trails. Simultaneously, Brian Head Resort has improved and expanded their mountain bike park. These improvements have been noticed by mountain biking user groups and the summer economy in Brian Head has improved dramatically in recent years as a consequence.

The Town intends to continue working closely with the Forest Service to improve and maintain mountain bike trails in the area. The Town should consider a cooperative agreement with the Forest Service with regard to ongoing maintenance of the trails to ensure their continued viability.



MAINTENANCE

Annual maintenance needs include:

- Clear obstructions, fallen trees, etc.
- Identify erosion issues and improve drainage
- Repair winter tread damage
- Repair damaged signs and bridges
- Open restrooms at opening of season/ winterize at end of season
- Re-establishing backslopes
- Brushing and trimming back vegetation
- Maintain accessories (benches, waste bag dispensers, etc.)
- Noxious weed control and slope revegetation
- Trash cleanup
- Keep trail heads and kiosks in proper condition
- Note environmentally sensitive trail areas for repair/adjustment (ex: water buildup, water/snow damage, etc).
- Winter: Snow removal on designate winter use trails, grooming on snowmobile trails

Foreseeable maintenance needs include (and resources needed):

- 2025: -Clear all trails of down/debris (Volunteer crew led by staff)
-Navajo Loop Heavy Maintenance (Outdoor Recreation crew)
-Aspen Meadow Loop Bridge Re-build (Volunteer crew led by staff)
-Town Trail tread/drainage maintenance between Hunter Ridge and Spruce (PW crew)
-OHV Trail bridge (budget and hire-out)
- 2026: -Clear all trails of down/debris (Volunteer crew led by staff)
-Aspen Meadows Loop heavy maintenance/lopping (Outdoor Recreation crew)
-Town Trail drainage issues (Public Works crew)
-OHV Trail - Green Meadow Acres heavy maintenance (Public Works crew)
- 2027: -Clear all trails of down/debris (Volunteer crew led by staff)
-Manzanita Trail heavy maintenance (Outdoor Recreation crew)
-Town Trail – cut back edges where needed (Public Works crew)

MAINTENANCE STRATEGY, RESOURCES & BUDGET

The Town should consider using volunteer labor where possible to perform early season maintenance, supplying equipment and other materials and supplies needs from the Public Works operating budget. The Utah Office of Outdoor Recreation has also dedicated a crew for trail maintenance in Southern Utah which is headquartered in Parowan. This is a new resource and the Town does not yet know what availability will be. This may be a good (and cheap) resource for heavy maintenance that requires more expertise than volunteers provide. The Town may also hire out work to professional trails construction crews, but this would require a greater commitment of funding.



MAINTENANCE

The Town also needs to budget annual operating funds and personnel dedicated to ongoing trails maintenance through the summer season. Currently, the Town has one full-time regular Public Works position and two full-time seasonal (summer) positions dedicated to parks and trails maintenance. Currently, it appears that the majority of their time is dedicated to maintaining Bristlecone Park and Pond. Another full-time position would allow them to split into two teams and thereby dedicate more time/effort throughout the summer season to trails maintenance.

For FY 2025, the Parks & Recreation Department budget includes the following items specifically related to trails maintenance:

• Trail Grooming	\$5,000
• Trail Signs	\$750
• Maintain build up south end of OHV trail	\$500
• Mag Chloride (for Dust Control)	\$2,000
• Town Trail Solar Light Replacement	\$500

In addition to these specific items, there is another \$1,500 that is for miscellaneous supplies/equipment, to be shared between parks and trails. Also, \$25,000 is being transferred each year to the capital fund for “Trails Master Plan Implementation,” but this is intended to provide matching funds for grants for trails reconstruction/expansion.

It is clear that general ongoing funding for trails maintenance materials/supplies/equipment is required, perhaps up to \$5,000 annually for various smaller maintenance jobs. Larger maintenance needs can be listed as action steps in the annual strategic plan and specific funds requested for those action steps in the budget process.

The Trails Committee should also foster the creation of an active Brian Head Trails Club, with an eye toward establishing a local volunteer force for trails maintenance and improvements. As the trail system expands there will be more and more maintenance needs. Much of this maintenance needs to be done at the outset of the summer season and requires a burst of manpower upfront. This will likely require more than a paid seasonal position whose hours are spread over the summer. An active and vibrant trails club may eventually become the most critical factor for the ongoing success of the Brian Head Town Trail System.



IMPLEMENTATION

BRIAN HEAD TRAILS COMMITTEE

Brian Head Town has significant interest in ensuring sustained and thorough implementation of this plan over time. In order to better effectuate implementation, the Town Council has created a Brian Head Trails Committee with the authority to prioritize and recommend projects for implementation as well as to advise on trail maintenance needs. An active and functional Committee is critical to effectuating the vision of this plan.

The Council created the Trails Committee in 2009 by ordinance and updated the ordinance in 2014 and again in 2021. The four-member Committee currently consists of a representative from Town Council or Planning Commission, Brian Head Resort, Town Manager or designee, and community at-large, each serving 4-year terms. The purpose of the Committee is to:

- Recommend projects and ordinances necessary for the implementation of the Trails Master Plan, along with associated budget proposals.
- Make recommendations regarding the obtaining of easement or licenses for usage of trails identified in the Master Plan.
- Review and revise the Trails Master Plan as deemed necessary.
- Create and coordinate a volunteer pool for trails maintenance and projects.
- Address other trails related issues and projects and make recommendations as assigned by the Town Council or Town Manager.

The Trails Committee should make an annual report to the Town Council each year in which they give an accounting of their efforts and accomplishments for the previous twelve months and describe their workplan for implementing the Trails Master Plan over the following twelve-month period. During this report, the Committee may suggest updates to the prioritized implementation plan and/or funding levels.

Additionally, the Town Council should include one or more specific strategies in the annual Brian Head Town Strategic Plan for the ongoing implementation of the Trails Master Plan. The action steps related to those strategies should reflect the implementation plan described by the Trails Committee with modifications as the Council sees fit.

PRIORITIZATION CRITERIA

The Town Council has generated the following prioritization criteria for the Trails Committee to use when developing their annual workplan:

- Addresses Safety Concerns
- Improves Quality of Life
- Completes an existing trail
- Accommodates recreational need that is currently unaddressed
- Creates a connection between multiple trails



IMPLEMENTATION

- Reduces impact on environment
- Multi-modal aspects
- Provides a marketable attraction (such as a feature at the end of the trail)
- Bang for the buck

PROJECT LIST

The following projects have been identified in the pages of this Trails Master Plan. It is the responsibility of the Trails Committee to recommend projects for completion each year. In some cases, the cost of the project may exceed annual appropriations, and the Trails Committee may recommend saving funds for multiple years in order to complete a project.

- Upcoming Projects
 - Aspen Meadows West Rim Construction
 - Manzanita Overlook
 - Town Trail Crossings
 - License Navajo Trail with Brian Head Resort and install signage
 - Install Manzanita Directional Signage
 - Install Town Trail Directional Signage
- Projects Entering the Planning Stage
 - Town Trail Next Phase – Connections to Brian Head Lodge and Thunder Mtn
 - Navajo Trail Construction (through re-routed easements)
 - Lighting Point to CBNM Connector Trail (Planning/NEPA)
 - Design Trail from Pub Works Bldg to Summit Development to Marathon Crossing
 - Plan X-Country Ski Trail between Town and Rattlesnake Trail
 - Lay out “micro-connection” trails
 - South U-bend on Snow Shoe Dr
 - 2 connectors off the north end of pine tree
 - Connector between Navajo Trail and north side of Chalet Village
 - Top of Ridge View St to Navajo trail (top of paradise ski run)
 - Trail spaces already in between lots throughout town
 - Navajo Trail to skier bridge
- Long-Term Projects
 - Town Trail
 - Collector Road Spurs (Ridge View St, Steam Engine, remainder of Hunter Ridge)
 - Aspen Meadows Loop
 - Burt’s Road Trailhead
 - Re-routed return from Walter’s Way to Cedar Breaks Mtn Estates
 - Nested Loops



IMPLEMENTATION

- XC Ski Trails
- Interpretive Signage
- Manzanita Trail
 - Manzanita Trail Phase III - Additional loop(s)
 - Interpretive signage
- Navajo Loop
 - Lofts bypass reroute/rebuild
 - Interpretive signage
 - Navajo Lodge spur trail and minor trailhead
 - Spur trail to Bear Flat campground/trailhead
- OHV Trail
 - Red Desert Connector Trail
- New Trails
 - Lightning Point Trail(s)
 - Navajo Peak Trail
 - Navajo Back Trail
 - Twisted Forest Connector

OTHER ACTION STEPS

In addition to the projects listed above, this plan identifies several other actions that need to be taken in order to better effectuate the vision of the Brian Head area trails, many of which require little to no incremental funding. What follows is a compiled list of those actions. The Trails Committee should include these in their annual workplan in prioritized order as allowed by time constraints of staff and volunteers.

- Integrate Town's e-bike policy with Brian Head Resort, National Parks and Forest Service policies.
- Improve accessibility of local trails information:
 - Establish "Public Lands Partnership" account with All Trails and post all town trails to All Trails app.
 - Improve Brian Head visitor website trails page, and include gpx downloads, professional pictures, etc.
- Establish a trails volunteer association

RESOURCES/FUNDING

To enable the Trails Committee to carry out their responsibilities, the Town Council should include annual appropriations in the budget for both capital expenditure and maintenance. In the past, the Town Council has designated funding for specific projects as requested during the budget process (typically matching funds for grants obtained for specific trails). In FY 2024, the Town Council began setting aside \$25,000 per year as a transfer from the General Fund to the Capital Projects Fund specifically to fund trails projects ongoing. Those funds accumulate each



IMPLEMENTATION

year, net of any amounts spent on projects. Currently, the balance of the trails project account in the Capital Projects Fund is \$26,480

In addition to this ongoing funding, one-time funding exists in the FY 2025 budget for the following projects:

- Purchase and Install Benches along Town Trail - \$2,000 (RDA)
- Snowmobile Trail Signs - \$4,500 (RDA)
- Town Trail Phase III Signs - \$2,500 (RDA)
- Town Trail Phase IV Engineering - \$50,000 (RDA)
- Aspen Meadows West Rim Trail Construction - \$250,000 (Outdoor Recreation Grant and Aspen Meadows private contribution)
- Purchase and Install Trash Cans on Trail and at Park - \$4,000

Moving forward, the Council may choose to supplement ongoing trails project funding with one-time appropriations for larger capital expenses from one-time revenues or surpluses as needed.

The Trails Committee should pursue grants wherever possible for projects that expand/improve the trail system in accordance with this plan. These grants may include recreation infrastructure grants from the Utah Office of Outdoor Recreation, Recreation Trails Program grants from the Utah Division of Parks & Recreation, and Transportation Alternatives Program grants from Utah Dept of Transportation. The Committee should seek to leverage the Town's annual capital set-aside by using it as matching funds for grants wherever possible. The Committee should also maximize the impact of the Town's matching funds by seeking additional matching funds from regional partners as well as grant funds which can be used as matching funds for other grant programs.





BRIAN HEAD



AUTHOR: Greg Sant
DEPARTMENT: Planning and Building
DATE: March 25, 2025
TYPE OF ITEM: Administrative Direction

SUMMARY:

After 4 months of discussion, the Council will now act to resolve a persistent problem in town regarding the storage of materials and parking of vehicles on town roads and in R.O.W.'s during construction. The proposed Administrative Policy will address this problem for both summer and winter conditions.

BACKGROUND:

Since the first time this issue came before the Town Council, Jon, Amanda and I have met with representatives from Jacobs Construction and Choice Builders. The following proposed Administrative Policy is the result of these meetings.

ANALYSIS:

The Town Code has the following mention of Construction Mitigation/Clean-up –

9-12-8: CONSTRUCTION DEBRIS REMOVAL: All building/construction sites shall provide debris removal sufficient to facilitate the regular cleanup and removal of construction debris from the site. The debris container or containment area must prevent debris from being blown off the property and screen the debris/garbage from public view or maintain the material in a neat orderly manner. It may not become a fire hazard or nuisance to the public or attract vermin. Failure to comply with this section may result in the suspension of building permits, fines, or other such appropriate penalties. (ord. 08-016, 8-12-2008)

The Town Standard Specifications for Public Works Construction addresses the Work Site Traffic Control in Chapter 9. However, there is nowhere in either the Code or the Standards that address how Contractors can use the R.O.W. and what they need on their site to keep them in compliance with the Building Code (IRC) and the Town's expectations.

PROPOSED POLICY:

Construction Mitigation Plan (CMP)

It is proposed that a new Administrative Policy be adopted to incorporate CMP's as follows:

1. A ***separate*** site plan will be submitted with the permit that would show the following (See attached Example):
 - A. Limits of Disturbance (LOD) and the Undisturbed areas are well defined.
 - B. Potential locations for vehicle parking, material storage/staging, dumpsters, toilet facilities, wash-out areas, dirt and snow storage areas. Some of these locations may be in the R.O.W. shoulder.
 - C. The CMP should be reviewed by Planning/Building as well as Public Safety and Public Works.
2. Enforcement, penalties and fines are added to our Consolidated Fee Schedule as follows:
 - A. All violations will result in a flag being placed on the violators' permit, and no inspections will be conducted on their property until the violation has been resolved.



- B. 1st Violation – No Charge with a deadline to be fixed within 5 days.
 - 2nd Violation - \$500 with a deadline to be fixed within 5 days.
 - 3rd + Violations - \$1,000 with a deadline to be fixed within 5 days.
 - C. Egregious Violations can be given a Class A misdemeanor Citation by Public Safety and the fine will be determined by the Court.
- 3. It is the intention of this policy to maintain a minimum 20 foot roadway allowing 2 way traffic at all times.
 - 4. As part of **all** permit processing, the Applicant will be Notified of the following Acknowledgements:

Proposed Acknowledgement for All Permits

As a Builder, Developer or Owner I acknowledge the following:

- 1. A temporary Limits of Disturbance (LOD) fence is required to be installed around the limits of the disturbance area to protect the proposed undisturbed land on the property.
- 2. A construction sign is required for all projects with the following info (See attached Example):
 - A. Contractor Name with permit address of the building site as well as the contractor phone number.
 - B. Sign will be 24"X36" in size and placed so that it is visible and readable from the street and the sign characters must contrast with its background.
 - C. The sign will not remain on the property for more than 12 months following the completion of the project (issuance of the CO).
- 3. The shoulder of the Right-of-Way (R.O.W.) in front of the subject lot can be used for parking construction vehicles, trash dumpsters and material staging areas. These areas must be identified on the CMP Site Plan. Rebar is never allowed in the R.O.W. Roadways and Cul-d-sacs must always remain clear for emergency vehicles.
- 4. Toilet facilities, wash-out areas, excess dirt and site snow must be kept onsite. Toilets must be staked so they do not blow over. Each site must have a lined designated wash-out area for concrete, stucco, drywall mud and paint that has a sign denoting it as such.
- 5. A building lot or site must always be maintained in a clean and safe condition.
- 6. Furthermore, all activities that will block 1 or more lanes of the road for 60 minutes or more will be required to apply for a R.O.W. permit with the Town and provide a traffic control plan for the date and time of closure.
- 7. Brian Head Town is not responsible for or liable for any damage to vehicles, materials or equipment stored or left in the R.O.W.

Proposed Acknowledgement for Winter R.O.W. Construction Permits

- 1. All the acknowledgements above.
- 2. If Builder, Developer or Owner will be building during the winter season (11/1 to 4/30), they must apply for a Winter R.O.W. Construction Permit for their project. The permit is paid one time for the duration of the project on a specific lot/site no matter how many winters the project is active.
- 3. The proposed Winter ROW Construction Permit fee is \$1,500.
- 4. Property Corners in front of the lot need to be in place and always marked with Snow Posts. Furthermore, all equipment parking and material storage areas must be marked with Snow Posts.
- 5. The contractor is responsible for all snow clearing on the subject lot as well as the R.O.W. that will be used for material storage and parking. Said snow cannot be put into the roadway.



BRIAN HEAD

STAFF REPORT TO THE TOWN COUNCIL

ITEM:

CONSTRUCTION MITIGATION

FINANCIAL IMPLICATIONS:

It is hopeful that this will generate funds to offset the cost of damage done to Town equipment from items being stored in the R.O.W.

STAFF RECOMMENDATION:

Staff recommend that the Council directs staff to implement the Construction Mitigation Plan.

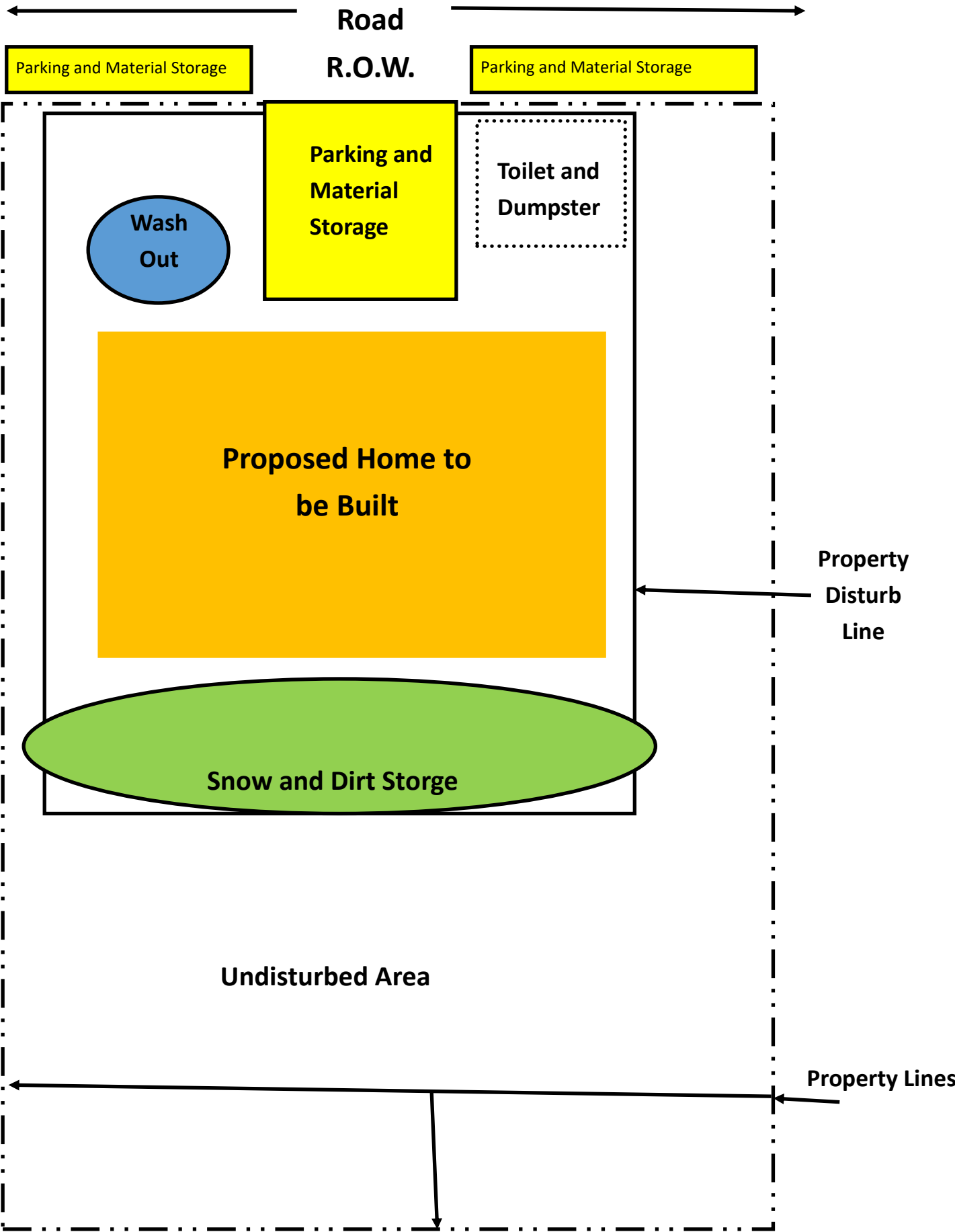
PROPOSED MOTION:

I propose that the Town Council direct staff to implement the Construction Mitigation Plan Policy as outlined in this staff report.

ATTACHMENTS:

1. Example Site Plan
2. Example Signage Layout

Site Plan Example



Building Site Address

Contractor Name
and Phone Number

Client Name, Bank Info, Etc. if desired