BRIAN HEAD

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# 865 9797 1846

TUESDAY, MARCH 10, 2026 @ 1:00 PM

AGENDA

A. CALL TO ORDER
B. PLEDGE ALLEGIANCE
C. DISCLOSURES
D. APPROVAL OF THE MINUTES: February 24, 2026, Town Council 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. **FISCAL YEAR 2025 TOWN AUDIT PRESENTATION.** Shane Williamson, Town Treasurer. The Town Auditor's will present the FY 2025 Town Audit ending June 30, 2025.

2. **PRESENTATION OF THE BOARD OF EQUALIZATION'S REPORT FOR THE BRIAN HEAD UNIT 3 ASSESSMENT AREA (THE "ASSESSMENT AREA") AND CONSIDERATION FOR ADOPTION OF AN ASSESSMENT ORDINANCE CONFIRMING THE ASSESSMENT LIST AND LEVYING AN ASSESSMENT AGAINST CERTAIN PROPERTIES IN THE ASSESSMENT AREA, FOR THE PURPOSE OF FINANCING CERTAIN IMPROVEMENTS IN THE ASSESSMENT AREA; AND RELATED MATTERS.** Bret Howser, Town Manager. The Council will receive the Board of Equalization's report for the Brian Head Unit 3 SAA.

3. **PRESENTTION OF THE BOARD OF EQUALIZTION'S REPORT FOR THE TOWN OF BRIAN HEAD, UTAH SPECIAL TAX ASSESSMENT AREA NO. 2025-02 (ELK DRIVE) (THE "ASSESSMENT AREA") AND CONSIDERATION FOR ADOPTION OF AN OF AN ASSESSMENT ORDINANCE CONFIRMING THE ASSESSMENT LIST AND LEVYING AN ASSESSMENT AGAINST CERTAIN PROPERIES IN THE ASSESSMENT AREA FOR THE PURPOSE OF FINANCING CERTAIN IMPROVEMENTS IN THE ASSESSMENT AREA; AND RELATED MATTERS.** Bret Howser, Town Manager. The Council will consider an ordinance assessing the Elk Drive Special Assessment for improvements.

4. **CODE COMPLIANCE AMENDED POLICY ADOPTION** Bret Howser, Town Manager. The Council will consider adoption for an updated Code Compliance Policy. .

5. **FISCAL YEAR 2027 STRATEGIC PLAN REVIEW.** Bret Howser, Town Manager. The Council will review the first draft of the FY2027 Strategic Plan

6. **FUTURE AGENDA ITEMS.** Discussion on potential items for future Council agendas.

G. ADJOURNMENT

BRIAN HEAD

Date: March 6, 2026

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

CERTIFICATE OF POSTING

I hereby certify that I have posted copies of this agenda on the Brian Head Town website, Utah Public Meeting website, and at the Town Hall according to Utah Code Annotated §63A-20-102 and have caused a copy of this notice to be delivered to the Daily Spectrum, a newspaper of general circulation.
Nancy Leigh, Town Clerk

Public Comment:

From: **HC Rowe** < >
Date: Sun, Mar 1, 2026 at 11:06 PM
Subject: FW: Granite Court accessing the Timbercrest subdivision

Hi Greg,

I am following up on my previous inquiry regarding the roads accessing the Timbercrest subdivision. After reviewing the recent materials posted on the Brian Head Town Hall website (brianheadtown.utah.gov), it appears that Timbercrest is being designated for no road grading or improvements, with no scheduled work planned for the foreseeable future. According to the February 10, 2026, Town Council grading schedule, our roads are categorized as Grade 3 (Jeep Trail).

After nearly 50 years of property ownership, tax payments, and observing significant development throughout the mountain area, I am concerned that Timbercrest may be disproportionately affected by this designation, effectively limiting reliable access to our properties.

For reference, the following Timbercrest-area roads are listed as Grade 3:

- 275 North (Lower Shady Dell) — Grade 3
- Antelope Drive — Grade 3
- Forest Drive — Grade 3
- Granite Court — Grade 3
- Plateau Place — Grade 3
- Pond Circle — Grade 3
- Vasels Road (South) — Grade 3

We are eager to begin developing our properties and are concerned that the current road classification and lack of scheduled improvements may significantly hinder our ability to move forward. Reliable access is essential for responsible development, emergency response, and preservation of property value. We respectfully request that the Town revisit the Timbercrest road designations and consider a path toward reasonable grading and maintenance.

I would appreciate clarification as to why basic road access and grading cannot be provided to the Timbercrest subdivision when comparable areas on the mountain appear to receive higher levels of maintenance.

Thank you for your time and attention to this matter. I look forward to your response.

Best regards,

HC & Nanda Rowe

From: Bret Howser <bhowser@bhtown.utah.gov>

To: HC Rowe < >

Cc: Amanda Hunter <ahunter@bhtown.utah.gov>; Greg Sant <gsant@bhtown.utah.gov>

Sent: Wednesday, November 26, 2025 at 02:08:16 PM PST

Subject: Re: Retaining wall

I believe you're referencing Granite Court accessing the Timbercrest subdivision. We do not have any immediate plans for improvements to that road other than running the grader over it next year as time and resources allow (it is our ambition to run a grader over all gravel roads each year, although we haven't been able to achieve that the past few years).

We are currently working on a gravel road improvement/maintenance schedule that we hope to have finalized by the end of January for the Town Council to consider. That will give approximately years for improvements to each gravel road in Town. Funding for such a program is still undetermined though.

Bret Howser

Town Mangaer

On Wed, Nov 26, 2025 at 11:18 AM Amanda Hunter <ahunter@bhtown.utah.gov> wrote:

---------- Forwarded message ---------
From: **Greg Sant** <gsant@bhtown.utah.gov>
Date: Mon, Nov 24, 2025 at 9:40 AM
Subject: Fwd: Retaining wall
To: Amanda Hunter

I run the building department and do not have the information you are requesting. I have forwarded you to Public Works so they can answer your question. With the Holiday this week it might be next week before the contact you.

Thanks,

Greg

---------- Forwarded message ---------
From: **HC Rowe** <t>
Date: Mon, Nov 24, 2025 at 12:19 AM
Subject: Re: Retaining wall
To: Greg Sant <gsant@bhtown.utah.gov>

Hi Greg,

I hope this message finds you well. I am following up on my previous inquiry regarding the road accessing the Timbercrest subdivision. As mentioned, the road has deteriorated significantly over the years, and I wanted to check if there have been any updates or plans for grading or other improvements next summer to help with access.

Any information you could provide would be greatly appreciated. Thank you for your time and attention to this matter, and I look forward to your response.

H.C. Rowe

STAFF REPORT TO THE TOWN COUNCIL

BRIAN HEAD

ITEM: **PLANNING AND BUILDING DEPARTMENT REPORT**

Author: Greg Sant — Date: March 3, 2026

Department: Planning and Building — Type of Item: Informational

Building Report:

2025 Building Permits Summary:	**February**	**2026**	**YTD 2025**
Issued Permits by Category -			
Single Family Dwellings	1	2	
Townhomes (in Dwellings)			
Additions/Remodels/Accessory Unit			
Minor Alterations			
Tree Removal		1	
Commercial		1	
Utilities (Electric and Gas)			1
Total	1	4	1
2025 Land Use Permits Summary:			
Issued Permits by Category –			
Winter R.O.W. Permit			
Grading/Excavation Subdivision			
Trenching/Encroachment			
Total	0	0	0
2025 Land Use Submitted Applications:			
By Category –			
Conditional Use Permits			
Lot Line Adjustment/Minor Plat Amendments	4	4	
Preliminary Plat		1	
Final/ Amended Plat			
Vacating ROW/Easement			
Zone Amendment			
Total	4	5	0

2025 Summary of Fees Collected:	**February**	**YTD 2025**
By Category -		
Building Permit Fees	$5,301.65	230.00
Plan Check Fees	$3,039.29	
Encroachment Permits		
Winter R.O.W. Permit		
Tree and Grading Permit Fees	$450.00	
Land Use Permit Fees		
Sub-Total	$8,790.94	230.00

2025 Summary of Impact Fees Collected:	February	YTD 2025
Impact Fees Collected		
Water Connection and Impact Fees	$1,550.00	
Sewer Connection and Impact Fees	$6,026.33	
Total Fees Collected	$7,576.33	0.00

2025 Inspections Summary:	February	2026	YTD 2025
Inspections by Permit Type –			
Single Family Homes and Cabins	10	25	45
Multi-Family (Townhomes)	9	36	18
Additions/Remodels/Minor Alterations	0	1	4
Commercial	0	2	
Utilities			1
Fire Mitigation			
Grading			
Total	19	64	68

Brian Head Town Council Update

March 1, 2026

Marshal's Office:

The Marshal's Office is plowing along through two very busy months. We handled a wide range of calls, opened some extensive investigations, and had a few snowstorms come through that required a lot of attention assisting residents and visitors navigate our wintery roads.

As you will see from this report, we were busy in February with a lot of variety in our calls. As I was totaling up some of these incidents, I was impressed that our deputies were still able to get out and do some proactive policing. This is evident in the fact that they were able to notice and secure homes that were left open or unsecured.

Sergeant Guymon is working an extensive Sex Offense that came in through an outside agency. This event is months old which creates many challenges. We will continue to follow up on this case and meet with our County Attorney as we pursue charges. Sergeant Bettridge is also following up on a possible child abuse/sex offense case that came to us from an agency located out of state. This too is a challenging case that takes countless hours of follow up and fact finding. We truly appreciate our deputies and the efforts they put into their cases.

You may have seen Deputy Mathews and Deputy Sorenson riding around a lot together over the past couple of months. This is all part of our extensive "Field Training" of a new deputy. I am happy to say that Deputy Sorenson is doing great and he is completing his FTO training soon. I really appreciate both Deputy Mathews and Sorenson for the proficient way in which they have handled themselves through this rigorous process. If all things go as expected, Deputy Sorenson will complete his FTO by the end of this month and we will be able to move him into the rotation as a solo resource.

Incidents for February= 139

30- Citizen/Motorist Assists (This number is low compared to other years)

24- Medicals

16- Fire Inspections

19- 911/alarms

5- Traffic Control/Traffic Hazards

2- Animal Problems

7- Fires

3-Disorderly

1-Vandalism

1-Domestic Disputes

2-Noise Disturbance

4-Thefts

2-Fraud

7-Traffic Accidents

2-Trespass

2-Hit and Run

1-Harassment

2-Drugs/Alcohol

1-Threats

1-Sex Offense

1-Abandoned Vehicle

1-Suspicious

Fire Department:

The fire department was very busy this month with some excellent training opportunities. We were able to meet some OSHA standards with training by holding our annual Haz-Mat Refresher. We also had our annual Fire Extinguisher training and reviewed tactics for handling a flue fire. We also hosted an Ice Rescue class that was well attended by our Iron County Search and Rescue. This course involves classroom as well as extensive practical exercise. We had just enough ice at the four bay to make a realistic ice rescue scenario. We are fortunate to have some great personnel who can instruct and share experiences that bring fire matters and tactics to our attention and prepare us for the possibilities of local emergencies.

We were able to get some slash piles burned in the town pit off Aspen Dr. as well as assist some locals with pile burning. We responded to a brush fire along SR 143 in the dark of the night. When we arrived, we realized that it was a control burn that the Forest Service had set and did not think about notifying local agencies. It was a great practice run for all of us.

We are already looking forward to our potential wildland fire hazards and making plans and training appropriately for the summer. Our fire roster is growing with new members, and we hope to keep our numbers sufficient to handle our local needs.

Public Works Department - Monthly Update

MARCH 2026

As you are aware, the Public Works Department has recently experienced personnel changes, and I have now been working as Director for approximately two months. I appreciate the opportunity to step into this role and look forward to the challenges and opportunities ahead. My background in public service and construction has prepared me well, and I am committed to supporting the continued growth and success of Brian Head.

My goal is to help make Brian Head not only a great place to live and visit, but also a place where employees feel proud to work and serve the community. Building a strong, dependable team within the Public Works department is a top priority, and I am confident we are now heading in the right direction.

Winter Operations

Despite a mild start to the winter season, late February reminded us that we are, indeed a mountain community. Over a 4-to-5-day period, we received approximately five feet of snow. I am proud to report that our crews were prepared and responded effectively. While we encountered a few minor equipment issues, the team worked diligently to:

- Keep roadways clear and passable.
- Maintain access for residents and visitors.
- Clear snow from hydrants
- Open intersections for visibility and safety.

Most members of our Public Works team have fewer than three winters of experience with the Town. As with any mountain municipality, snow operations improve with experience. Each storm builds skill, coordination, and efficiency. I am confident that as the team gains more seasons under their belts, we will continue refining our processes and operating like a well-oiled machine.

Infrastructure Maintenance & Improvements

Outside of snow operations, the department has focused on routine maintenance and long-overdue upkeep of critical infrastructure. Current and recent projects include:

- Cleaning and organizing multiple pump houses.
- Performing preventative maintenance on water system components
- Beginning work at the Mammoth Tank site, including cleaning and repainting interior piping.

These improvements help extend the life of our infrastructure, protect water quality, and reduce the likelihood of emergency repairs in the future.

In closing, I want to thank the Mayor and Council for your continued support. The Public Works team remains committed to keeping water flowing, streets safe, and infrastructure maintained for the residents and visitors of Brian Head. I look forward to continuing to build a strong department that serves this community with pride and professionalism.

Respectfully,

Jared Tubbs

Public Works Director

STAFF REPORT TO THE TOWN COUNCIL

BRIAN HEAD

ITEM: **PRESENTATION OF THE FISCAL YEAR 2025 AUDIT**

AUTHOR: Shane Willaimson
DEPARTMENT: Administration
DATE: March 10, 2026
TYPE OF ITEM: Informational

SUMMARY:

Kevin Jones, Brian Head Town Auditor, will present his annual audit report for the fiscal year ending June 30, 2025.

BACKGROUND:

This is an annual event, and our Auditor will update the Town Council on the financial status of the Town.

ANALYSIS:

The staff has reviewed the audit, and we look forward to the audit presentation.

FINANCIAL IMPLICATIONS:

It is not anticipated that the Town will have any significant financial implications from the FY 2025 audit.

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

This is an informational item only and requires no action from the Council. Please feel free to ask Mr. Jones any questions you may have.

PROPOSED MOTION:

N/A

ATTACHMENTS:

A – FY 2025 Audited Financial Report
B – Letter from the Auditor

Brian Head Town

ANNUAL FINANCIAL REPORT

For the Year Ended June 30, 2025

Brian Head Town

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HAFEN | BUCKNER

Certified Public Accountants
90 E 200 N
St. George, UT 84770
www.HBEG.com

INDEPENDENT AUDITOR'S REPORT

To the Town Council
Brian Head Town
Brian Head, UT

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Brian Head Town, Utah, (the Town), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town, as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits in *Government Auditing Standards* issued by the Comptroller of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying combining and individual nonmajor fund financial statements and schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 20, 2026, on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town's internal control over financial reporting and compliance.

Hafen, Buckner, Everett, & Graff, PC
St. George, Utah
February 20, 2026

MANAGEMENT'S DISCUSSION AND ANALYSIS

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As management of Brian Head Town (the Town), we offer readers of the Town's financial statements this narrative overview and analysis of financial activities of the Town for the fiscal year ended June 30, 2025.

FINANCIAL HIGHLIGHTS

*Total net position for the Town as a whole increased by $2,175,818

*Total unrestricted net position for the Town as a whole decreased by $287,230

*Total net position for governmental activities increased by $2,119,912

*Total net position for business-type activities increased by $55,906

BASIC FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements of the Town. The basic financial statements comprise three components: (1) government wide financial statements, (2) fund financial statements, and (3) notes to the financial statements.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Town's assets, deferred outflows, liabilities, and deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

The *statement of activities* presents information showing how the Town's net position changed during the fiscal year reported. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the Town that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The statement of activities is presented on two pages. The first page reports the extent to which each function or program is self-supporting through fees and intergovernmental aid. The second page identifies the general revenues of the Town available to cover any remaining costs of the functions or programs.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town also uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into two categories: governmental funds and proprietary funds.

Governmental funds . These funds are used to account for the same functions reported as governmental activities in the government-wide financial statements. Governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for government funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the government fund balance sheet and the government fund statement of the revenues, expenditures, and changes in fund balances provide reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Town maintains three major governmental funds, the general fund, the special service district fund and the capital projects fund.

The Town adopts an annual appropriated budget for all its funds. A budgetary comparison schedule has been provided to demonstrate legal compliance with the adopted budget for the general fund.

The basic governmental fund financial statements can be found later in this report; see Table of Contents.

Proprietary funds . The Town maintains one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Town uses four enterprise funds to account for the operations of the water, sewer, solid waste, and snowmaking lease activities.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The enterprise funds are considered major funds of the Town.

The proprietary fund financial statements can be found later in this report; see Table of Contents.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements are reported later in this report; see Table of Contents.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Town.

FINANCIAL ANALYSIS

Brian Head Town's Net Position

	Governmental Activities		Business-type Activities			
	Current Year	Previous Year	Current Year	Previous Year	Total Current Year	Total Previous Year
Current and other assets	$ 9,694,043	6,860,799	3,902,856	3,540,758	13,596,899	10,401,557
Net capital assets	33,999,847	32,868,653	22,294,551	19,286,157	56,294,398	52,154,810
Deferred outflows of resources	358,481	342,844	205,032	196,089	563,513	538,933
Total assets and deferred outflows	**44,052,371**	**40,072,295**	**26,402,439**	**23,023,004**	**70,454,810**	**63,095,299**
Long-term debt outstanding	4,504,115	2,860,119	7,747,748	5,288,713	12,251,863	8,148,832
Other liabilities	2,351,090	2,357,978	1,135,794	271,254	3,486,884	2,629,232
Deferred inflows of resources	1,343,740	1,120,683	1,848	1,895	1,345,588	1,122,578
Total liabilities and deferred inflows	**8,198,944**	**6,338,780**	**8,885,391**	**5,561,862**	**17,084,335**	**11,900,642**
Net position:						
Net investment in capital assets	29,495,732	30,008,534	14,546,803	13,997,444	44,042,535	44,005,978
Restricted	3,819,845	1,923,927	1,006,013	475,441	4,825,858	2,399,368
Unrestricted	2,537,850	1,801,055	1,964,233	2,988,257	4,502,082	4,789,312
Total net position	**$ 35,853,427**	**33,733,515**	**17,517,048**	**17,461,142**	**53,370,475**	**51,194,657**

As noted earlier, net position may serve over time as a useful indicator of financial position. Total assets and deferred outflows of resources exceeded total liabilities and deferred inflow of resources at the close of the year by $53,370,475, an increase of $2,175,818 from the previous year. This change is equivalent to the net income for the year, in private sector terms.

Total unrestricted net position at the end of the year is $4,502,082 which represents a decrease of $287,230 from the previous year. Unrestricted net position are those resources available to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements.

The amount of current and other assets represent the amounts of cash and receivables on hand at the end of each year. Other liabilities are the amounts of current and other liabilities due, at year end, for goods and services acquired.

Changes in capital assets are the result of the difference, in the current year, of the cost of acquisition of capital assets and any depreciation charges on capital assets.Change in long-term debt is the difference in the amount of debt issued and that which has been paid during the year.

FINANCIAL ANALYSIS (continued)

Brian Head Town's Change in Net Position

	Governmental Activities		Business-type Activities			
	Current Year	Previous Year	Current Year	Previous Year	Total Current Year	Total Previous Year
Program revenues:						
Charges for services	$ 1,790,530	1,581,243	2,646,187	2,564,056	4,436,717	4,145,299
Operating grants and contributions	732,949	450,295	-	-	732,949	450,295
Capital grants and contributions	744,687	482,311	155,274	84,193	899,962	566,504
General revenues:						
Property taxes	1,609,978	1,859,994	-	-	1,609,978	1,859,994
Sales tax	340,784	353,867	-	-	340,784	353,867
Other taxes	1,341,645	1,393,935	-	-	1,341,645	1,393,935
Other revenues	503,441	654,455	88,318	113,640	591,759	768,095
Total revenues	**7,064,013**	**6,776,099**	**2,889,780**	**2,761,888**	**9,953,793**	**9,537,987**
Expenses:						
General government	1,993,026	1,650,602	-	-	1,993,026	1,650,602
Public safety	1,727,354	1,552,037	-	-	1,727,354	1,552,037
Highways and improvements	1,186,660	1,301,492	-	-	1,186,660	1,301,492
Parks and recreation	257,054	163,712	-	-	257,054	163,712
Interest on long-term debt	93,489	100,565	-	-	93,489	100,565
Operating expenses	-	-	2,520,393	2,412,414	2,520,393	2,412,414
Total expenses	**5,257,583**	**4,768,407**	**2,520,393**	**2,412,414**	**7,777,976**	**7,180,820**
Excess before transfers	**1,806,431**	**2,007,692**	**369,387**	**349,475**	**2,175,818**	**2,357,167**
Transfers in (out)	313,481	-	(313,481)	-	-	-
Change in net position	**$ 2,119,912**	**2,007,692**	**55,906**	**349,475**	**2,175,818**	**2,357,167**

For the Town as a whole, total revenues increased by $415,806 compared to the previous year, while total expenses increased by $597,156. The total net change of $2,175,818 is, in private sector terms, the net income for the year which is $181,349 less than the previous year.

Governmental activities revenues of $7,064,013 is an increase of $287,914 from the previous year. This increase is primarily due to increases in grants and contributions. Governmental activities expenses of $5,257,583 is an increase of $489,176 from the previous year. While expenses decreased in highways and improvements department from the previous year, expenses increased in the other departments.

Business-type activities revenue of $2,889,780 is an increase of $127,892 from the previous year. Service revenues increased by $82,131, capital contributions increased by $71,081, and other revenues decreased by $25,322. Business-type activities expenses of $2,520,393 is an increase of $107,979 from the previous year.

BALANCES AND TRANSACTIONS OF INDIVIDUAL FUNDS

Some of the more significant changes in fund balances and fund net position, and any restrictions on those amounts, is described below:

General Fund
The fund balance of $2,753,276 reflects an increase of $360,850 from the previous year. Total revenues decreased by $1,023,060. Tax revenues had a net decrease of $11,170. Intergovernmental revenues increased by $813,040. Licenses and permits decreased by $64,639. Interest revenue increased by $5,808. Bond proceeds increased by $50,000. All other revenues had a net increase of $230,021.

Total expenditures, excluding transfers out, increased by $913,359. General government expenditures increased by $83,941, public safety expenditures increased by $223,784, highways and public improvements expenditures increased by $604,671, and parks and recreation expenditures increased by $1,154. Debt service expenditures decreased by $190.

Fund balance restricted for debt service amounts to $156,540. Fund balance committed for wildlands fire was $192,668. The unassigned fund balance was $2,404,069.

Water Fund
The change in net position (net loss) was $137,647. The amount restricted for debt service is $11,961. The amount restricted for capital projects is $518,444. Unrestricted net position amounts to $2,043,778.

Sewer Fund
The change in net position (net income) was $189,686. The amounts restricted for debt service was $475,608. Unrestricted net position amounts to a deficit of $369,004.

Solid Waste Fund
The change in net position (net income) was $3,867. There were no restrictions on net position. Unrestricted net position amounts to $289,458.

GENERAL FUND BUDGETARY HIGHLIGHTS

Revenues for the current year, exclusive of transfers, were originally budgeted in the amount of $4,981,828. This amount was amended in the final budget to $5,033,828. Actual revenues, excluding transfers, amounted to $5,981,082.

Expenditures for the current year, excluding transfers and budgeted increases in fund balance, were originally budgeted in the amount of $4,899,183. This amount was amended in the final budget to $7,008,137. Actual expenditures amounted to $5,058,971.

Net transfers out for the year were originally budgeted in the amount of 651,258. This was amended in the final budget to $620,258. Actual transfers amounted to $611,261.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Brian Head Town's Capital Assets (net of depreciation)

	Governmental Activities		Business-type Activities			
	Current Year	Previous Year	Current Year	Previous Year	Total Current Year	Total Previous Year
Net Capital Assets:						
Land and rights	$ 21,781,047	21,738,742	2,978,176	2,978,176	24,759,224	24,716,919
Buildings	4,848,986	4,848,986	293,896	293,896	5,142,882	5,142,882
Improvements	7,814,476	7,516,223	-	-	7,814,476	7,516,223
Machinery and equipment	4,101,081	3,466,158	1,334,475	1,334,475	5,435,557	4,800,633
Water system	-	-	19,047,653	19,047,653	19,047,653	19,047,653
Sewer system	-	-	2,899,670	2,899,670	2,899,670	2,899,670
Construction in progress	4,731,499	3,812,740	4,335,862	840,242	9,067,361	4,652,982
Total capital assets	43,277,089	41,382,848	30,889,732	27,394,112	74,166,822	68,776,960
Less accumulated depreciation	(9,277,243)	(8,514,195)	(8,595,181)	(8,107,956)	(17,872,424)	(16,622,151)
Net Capital Assets	**$ 33,999,847**	**32,868,653**	**22,294,551**	**19,286,157**	**56,294,398**	**52,154,809**

The total amount of capital assets, net of depreciation, of $56,294,398 is an increase of $4,139,589 from the previous year.

Governmental activities capital assets, net of depreciation, of $33,999,847 is an increase of $1,131,194 from the previous year.

Business-type activities capital assets, net of depreciation, of $22,294,551 is an increase of $3,008,395 from the previous year.

Additional information regarding capital assets may be found in the notes to financial statements.

Brian Head Town's Outstanding Debt

	Current Year	Previous Year
Governmental activities:		
2018 UDAF Petroleum Storage Tank	$ 18,308	23,312
2022 Special Assessment Bonds	1,009,000	1,132,000
2024 Snowshoe & Toboggan SAA Bond	50,000	-
2025 GO Bonds	1,800,000	-
2011 Lease Revenue Bond	1,626,807	1,704,807
Total governmental	**$ 4,504,115**	**2,860,119**
Business-type activities:		
2013 G.O Reservior Bond	$ 1,075,000	1,174,000
2024 Sewer Revenue Bonds	75,000	-
2024 Water Revenue Bonds	2,610,419	-
2021 Water Rev Refunding	3,635,417	3,747,500
Less deferred bond issue costs	(112,130)	(117,005)
Plus deferred issuance premium	351,913	367,213
Total business-type	**$ 7,635,619**	**5,171,708**
Total outstanding debt	**$ 12,139,733**	**8,031,827**

Additional information regarding the long-term liabilities may be found in the notes to financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

No significant economic changes that would affect the Town are expected for the next year. Budgets have been set on essentially the same factors as the current year being reported.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of Brian Head Town's finances for all those with an interest in the Town's finances. Questions concerning any information provided in this report or requests for additional financial information should be addressed to the Town Treasurer, Brian Head Town, P.O. Box 190068, 56 North Highway 143, Brian Head, UT 84719.

BASIC FINANCIAL STATEMENTS

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Brian Head Town
STATEMENT OF NET POSITION
June 30, 2025

	Governmental Activities	Business-type Activities	Total
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:			
Assets:			
Current assets:			
Cash and cash equivalents	$ 7,455,268	1,565,252	9,020,519
Accounts receivable, net	1,770,621	185,148	1,955,769
Total current assets	9,225,888	1,750,400	10,976,289
Non-current assets:			
Restricted cash and cash equivalents	468,155	1,006,013	1,474,168
Capital assets:			
Not being depreciated	26,512,546	7,314,038	33,826,584
Net of accumulated depreciation	7,487,300	14,980,513	22,467,814
Bond issuance costs	-	112,130	112,130
Prepaid long-term water lease	-	1,034,313	1,034,313
Total non-current assets	34,468,002	24,447,007	58,915,008
Total assets	43,693,890	26,197,407	69,891,297
Deferred outflows of resources - pensions	358,481	205,032	563,513
Total assets and deferred outflows of resources	**$ 44,052,371**	**26,402,439**	**70,454,810**
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES:			
Liabilities:			
Current liabilities:			
Accounts payable and accrued liabilities	$ 228,529	815,155	1,043,683
Customer/contractor deposits	534,647	20,507	555,153
Accrued interest payable	22,277	79,093	101,370
Unearned revenue	1,034,313	-	1,034,313
Revenue bonds due within one year	342,993	293,833	636,826
Total current liabilities	2,162,759	1,208,588	3,371,346
Non-current liabilities:			
Compensated absences	144,855	-	144,855
Net pension liability	386,469	221,040	607,509
Revenue bonds due after one year	4,161,122	7,453,915	11,615,037
Total non-current liabilities	4,692,446	7,674,955	12,367,401
Total liabilities	6,855,204	8,883,543	15,738,747
Deferred inflows of resources - property taxes	1,340,508	-	1,340,508
Deferred inflows of resources - pensions	3,232	1,848	5,080
Total liabilities and deferred inflows of resources	**8,198,944**	**8,885,391**	**17,084,335**
NET POSITION:			
Net investment in capital assets	29,495,732	14,546,803	44,042,535
Restricted for:			
Debt service	422,567	11,961	434,528
Capital projects	3,397,278	994,052	4,391,330
Unrestricted	2,537,850	1,964,233	4,502,082
Total net position	**35,853,427**	**17,517,048**	**53,370,474**
Total liabilities, deferred inflows of resources, and net position	**$ 44,052,371**	**26,402,439**	**70,454,810**

The notes to the financial statements are an integral part of this statement.

Brian Head Town
STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2025

FUNCTIONS/PROGRAMS:	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Net (Expense) Revenue (To Next Page)
Primary government:					
Governmental activities:					
General government	$ 1,993,026	1,098,530	451,460	-	(443,035)
Public safety	1,727,354	6,695	173,711	3,519	(1,543,428)
Highways and public improvements	1,186,660	685,304	107,778	741,168	347,590
Parks, recreation and public property	257,054	-	-	-	(257,054)
Interest on long-term debt	93,489	-	-	-	(93,489)
Total governmental activities	**5,257,583**	**1,790,530**	**732,949**	**744,687**	**(1,989,417)**
Business-type activities:					
Water	1,620,083	1,625,396	-	126,527	131,840
Sewer	615,701	745,417	-	28,747	158,463
Solid waste	284,609	275,375	-	-	(9,234)
Total business-type activities	**2,520,393**	**2,646,187**	**-**	**155,274**	**281,069**
Total primary government	**$ 7,777,976**	**4,436,717**	**732,949**	**899,962**	**(1,708,348)**

(continued on next page)

Brian Head Town
STATEMENT OF ACTIVITIES (continued)
For the Year Ended June 30, 2025

	Governmental Activities	Business-type Activities	Total
CHANGES IN NET POSITION:			
Net (expense) revenue (from previous page)	**$ (1,989,417)**	**281,069**	**(1,708,348)**
General revenues:			
Property taxes	1,609,978	-	1,609,978
Sales tax	340,784	-	340,784
Other taxes	1,341,645	-	1,341,645
Unrestricted investment earnings	257,859	88,318	346,178
Gain (loss) on disposition of capital assets	87,820	-	87,820
Miscellaneous	157,761	-	157,761
Total general revenues	3,795,847	88,318	3,884,166
Transfers in (out)	313,481	(313,481)	-
Change in net position	**2,119,912**	**55,906**	**2,175,818**
Net position - beginning	33,733,515	17,461,142	51,194,657
Net position - ending	**$ 35,853,427**	**17,517,048**	**53,370,475**

The notes to the financial statements are an integral part of this statement.

Brian Head Town

BALANCE SHEET - GOVERNMENTAL FUNDS

June 30, 2025

	General Fund	Special Service District	Capital Projects Fund	Non-Major Governmental Funds	Total Governmental Funds
ASSETS					
Cash and cash equivalents	$ 2,836,135	-	3,410,699	1,208,433	7,455,268
Accounts receivable, net	385,484	-	-	26,469	411,953
Due from other governments	1,358,668	-	-	-	1,358,668
Restricted cash and cash equivalents	156,540	45,588	-	266,027	468,155
TOTAL ASSETS	**$ 4,736,827**	**45,588**	**3,410,699**	**1,500,929**	**9,694,043**
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES					
Liabilities:					
Accounts payable	$ 108,396	-	13,421	106,711	228,529
Customer/contractor deposits	534,647	-	-	-	534,647
Unearned revenues	-	1,034,313	-	-	1,034,313
Total liabilities	643,043	1,034,313	13,421	106,711	1,797,489
Deferred inflows of resources:					
Property tax	1,340,508	-	-	-	1,340,508
Total deferred inflows of resources	1,340,508	-	-	-	1,340,508
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	**1,983,551**	**1,034,313**	**13,421**	**106,711**	**3,137,997**
FUND BALANCES:					
Restricted for:					
Debt service	156,540	-	-	266,027	422,567
Capital projects	-	-	3,397,278	-	3,397,278
Committed for:					
Wildlands fire	192,668	-	-	-	192,668
Redevelopment agency	-	-	-	622,378	622,378
Assigned for:					
Capital projects	-	-	-	505,812	505,812
Unassigned	2,404,069	(988,725)	-	-	1,415,344
TOTAL FUND BALANCES	**2,753,276**	**(988,725)**	**3,397,278**	**1,394,217**	**6,556,047**
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 4,736,827**	**45,588**	**3,410,699**	**1,500,929**	**9,694,043**

The notes to the financial statements are an integral part of this statement.

Brian Head Town

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS

For the Year Ended June 30, 2025

	General Fund	Special Service District	Capital Projects Fund	Non-Major Governmental Funds	Total Governmental Funds
REVENUES:					
Taxes:					
Property	$ 1,199,145	-	-	410,833	1,609,978
Sales	340,784	-	-	-	340,784
Other taxes	1,341,645	-	-	-	1,341,645
License and permits	893,867	-	-	-	893,867
Intergovernmental revenues	1,263,335	-	150,000	60,782	1,474,117
Charges for services	771,999	-	-	120,620	892,619
Fines and forfeitures	4,043	-	-	-	4,043
Impact fees	3,519	-	-	-	3,519
Interest	147,294	1,483	67,490	41,592	257,859
Miscellaneous revenue	15,450	44,721	94,000	3,590	157,761
Total revenues	**5,981,082**	**46,204**	**311,490**	**637,418**	**6,976,193**
EXPENDITURES:					
General government	1,406,469	-	269,449	245,564	1,921,481
Public safety	1,549,218	-	244,809	115,503	1,909,531
Highways and public improvements	1,819,924	-	186,422	99,469	2,105,815
Parks, recreation and public property	113,671	-	154,165	-	267,836
Debt service:					
Principal	123,000	-	-	83,004	206,004
Interest	46,689	-	-	42,620	89,309
Total expenditures	**5,058,971**	**-**	**854,845**	**586,161**	**6,499,976**
Excess (deficiency) of revenues over (under) expenditures	**922,111**	**46,204**	**(543,355)**	**51,257**	**476,217**
Other financing sources and (uses):					
Bond proceeds	50,000	-	1,800,000	-	1,850,000
Sale of fixed assets	-	-	-	87,820	87,820
Transfers in	844,501	-	1,120,762	335,000	2,300,263
Transfers out	(1,455,762)	-	(495,762)	(35,258)	(1,986,782)
Total other financing sources and (uses)	**(561,261)**	**-**	**2,425,000**	**387,562**	**2,251,301**
Net change in fund balances	**360,850**	**46,204**	**1,881,645**	**438,819**	**2,727,518**
Fund balances - beginning of year	2,392,427	(1,034,929)	1,515,633	955,399	3,828,529
Fund balance - end of year	**$ 2,753,276**	**(988,725)**	**3,397,278**	**1,394,217**	**6,556,047**

The notes to the financial statements are an integral part of this statement.

Brian Head Town

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION

June 30, 2025

Total Fund Balance for Governmental Funds	**$ 6,556,047**
Total net position reported for governmental activities in the statement is different because:	
Capital assets used in governmental funds are not financial resources and therefore are not reported in the funds:	
Capital assets, at cost	43,277,089
Less accumulated depreciation	(9,277,243)
Net capital assets	33,999,847
Net pension asset	-
Deferred outflows of resources - pensions, a consumption of net position that applies to future periods, is not shown in the funds statements.	358,481
Long-term liabilities, for funds other than enterprise funds, are recorded in the government-wide statements, but not in the fund statements.	
General long-term debt	(4,504,115)
Interest accrued but not yet paid on long-term debt	(22,277)
Compensated absence liability	(144,855)
Net pension liability	(386,469)
Certain revenue is deferred in governmental funds, but not in the statement of net position because it qualifies for recognition under the econmic resources measurement focus.	
Deferred inflows of resources - pensions	(3,232)
Total Net Position of Governmental Activities	**$ 35,853,427**

The notes to the financial statements are an integral part of this statement.

Brian Head Town

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the Year Ended June 30, 2025

Net Change in Fund Balances - Total Governmental Funds	**$ 2,727,518**
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, assets with a material cost are capitalized and the cost so allocated over their estimated useful lives and reported as depreciation expenses.	
Capital outlays	1,894,241
Depreciation expense	(763,047)
Net	1,131,194
The Statement of Activities show pension benefits and pension expenses from the adoption of GASB 68 that are not shown in the fund statements.	(67,296)
Cost of retired assets sold is not reported in government fund statements, while it is reported in the statement of activities.	
Book cost of assets retired	-
Debt issued	(1,850,000)
Repayment of long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	
Long-term debt principal repayments	206,004
Accrued interest and compensated absences are not reported as expenditures for the current period, while they are recorded in the statement of activities.	
Change in accrued interest on long-term debt	(4,180)
Change in compensated absence liability	(23,329)
Change in Net Position of Governmental Activities	**$ 2,119,911**

The notes to the financial statements are an integral part of this statement.

Brian Head Town
STATEMENT OF NET POSITION - PROPRIETARY FUNDS
June 30, 2025

	Water Fund	Sewer Fund	Solid Waste Fund	Total Proprietary Funds
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:				
Assets:				
Current assets:				
Cash and cash equivalents	$ 865,026	417,219	283,006	1,565,252
Accounts receivable, net	126,258	40,944	17,946	185,148
Total current assets	991,285	458,163	300,952	1,750,400
Non-current assets:				
Restricted cash and cash equivalents	530,404	475,608	-	1,006,013
Capital assets:				
Not being depreciated	5,861,459	1,452,580	-	7,314,038
Net of accumulated depreciation	13,248,834	1,489,199	242,481	14,980,513
Bond issuance costs	112,130	-	-	112,130
Prepaid long-term water lease	1,034,313	-	-	1,034,313
Total non-current assets	20,787,140	3,417,387	242,481	24,447,007
Total assets	21,778,424	3,875,550	543,433	26,197,407
Deferred outflows of resources - pensions	114,341	56,914	33,777	205,032
Total assets and deferred outflows of resources	**$ 21,892,765**	**3,932,464**	**577,210**	**26,402,439**
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES:				
Liabilities:				
Current liabilities:				
Accounts payable	$ 50,046	756,555	8,553	815,155
Accrued interest payable	13,438	65,656	-	79,093
Customer security deposits	20,507	-	-	20,507
Revenue bonds, current portion	293,833	-	-	293,833
Total current liabilities	377,823	822,211	8,553	1,208,588
Non-current liabilities:				
Net pension liability	123,269	61,357	36,414	221,040
Revenue bonds, long-term	7,378,915	75,000	-	7,453,915
Total non-current liabilities	7,502,184	136,357	36,414	7,674,955
Total liabilities	7,880,007	958,568	44,967	8,883,543
Deferred inflows of resources - pensions	1,031	513	304	1,848
Total liabilities and deferred inflows of resources	**7,881,038**	**959,081**	**45,271**	**8,885,391**
NET POSITION:				
Net investment in capital assets	11,437,544	2,866,778	242,481	14,546,803
Restricted for:				
Debt service	11,961	-	-	11,961
Capital projects	518,444	475,608	-	994,052
Unrestricted	2,043,778	(369,004)	289,458	1,964,233
Total net position	**14,011,727**	**2,973,383**	**531,939**	**17,517,048**
Total liabilities, deferred inflows of resources and net position	**$ 21,892,765**	**3,932,464**	**577,210**	**26,402,439**

The notes to the financial statements are an integral part of this statement.

Brian Head Town

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION - PROPRIETARY FUNDS

For the Year Ended June 30, 2025

	Water Fund	Sewer Fund	Solid Waste Fund	Total Proprietary Funds
Operating income:				
Charges for sales and service	$ 1,596,986	740,867	275,375	2,613,227
Connection fees	28,410	4,550	-	32,960
Total operating income	**1,625,396**	**745,417**	**275,375**	**2,646,187**
Operating expenses:				
Personnel services	583,278	207,230	162,280	952,787
Utilities	126,852	907	-	127,759
Repair and maintenance	176,747	87,972	59,285	324,005
Other supplies and expenses	61,925	28,269	35,110	125,303
Water leases	138,419	-	-	138,419
Payments to Parowan City	-	122,668	-	122,668
Administrative charges	45,300	23,600	11,100	80,000
Bad debt expense	(15,119)	(5,281)	(1,818)	(22,219)
Depreciation expense and amortization	373,467	84,681	18,652	476,800
Total operating expense	**1,490,869**	**550,045**	**284,609**	**2,325,523**
Net operating income (loss)	**134,527**	**195,371**	**(9,234)**	**320,664**
Non-operating income (expense):				
Impact fees	112,505	28,747	-	141,252
Interest income	43,993	31,224	13,101	88,318
Interest on long-term debt	(129,214)	(65,656)	-	(194,870)
Total non-operating income (expense)	**27,285**	**(5,685)**	**13,101**	**34,701**
Income (loss) before contributions and transfers	**161,812**	**189,686**	**3,867**	**355,365**
Capital grants returned	14,022	-	-	14,022
Transfers in	-	-	-	-
Transfers out	(313,481)	-	-	(313,481)
Change in net position	**(137,647)**	**189,686**	**3,867**	**55,906**
Net position - beginning	14,149,374	2,783,696	528,072	17,461,142
Net position - ending	**$ 14,011,727**	**2,973,383**	**531,938**	**17,517,048**

Brian Head Town

STATEMENT OF CASH FLOWS

For the Year Ended June 30, 2025

	Water Fund	Sewer Fund	Solid Waste Fund	Total Proprietary Funds
Cash flows from operating activities:				
Cash received from customers - service	$ 1,647,839	755,557	276,079	2,679,475
Cash paid to suppliers	(519,075)	486,902	(99,918)	(132,091)
Cash paid to employees	(561,812)	(196,546)	(155,940)	(914,297)
Net cash provided (used) in operating activities	**566,953**	**1,045,913**	**20,221**	**1,633,086**
Cash flows from noncapital financing activities:				
Customer deposit increase (decrease)	(3,000)	-	-	(3,000)
Net transfers in (out)	(313,481)	-	-	(313,481)
Net cash provided (used) in noncapital financing activities	**(316,481)**	**-**	**-**	**(316,481)**
Cash flows from capital and related financing activities:				
Cash from impact fees	112,505	28,747	-	141,252
Cash from capital grants	14,022	-	-	14,022
Cash from debt issued	2,639,044	75,000	-	2,714,044
Cash payments for capital assets	(2,716,933)	(778,687)	-	(3,495,620)
Cash payments for long-term debt principal	(239,708)	-	-	(239,708)
Cash payments for long-term debt interest	(130,452)	-	-	(130,452)
Net cash provided (used) in capital and related financing activities	**(321,522)**	**(674,940)**	**-**	**(996,461)**
Cash flows from investing activities:				
Cash received from interest earned	43,993	31,224	13,101	88,318
Net cash provided (used) in investing activities	**43,993**	**31,224**	**13,101**	**88,318**
Net increase (decrease) in cash	**(27,057)**	**402,197**	**33,322**	**408,462**
Cash balance, beginning	1,422,487	490,631	249,684	2,162,802
Cash balance, ending	**$ 1,395,431**	**892,828**	**283,006**	**2,571,264**
Cash reported on the statement of net position:				
Cash and cash equivalents	$ 865,026	417,219	283,006	1,565,252
Non-current restricted cash	530,404	475,608	-	1,006,013
Total cash and cash equivalents	**$ 1,395,431**	**892,828**	**283,006**	**2,571,264**

The notes to the financial statements are an integral part of this statement.

Brian Head Town
STATEMENT OF CASH FLOWS (continued)
For the Year Ended June 30, 2025

Reconciliation of Operating Income to Net Cash Provided (Used) in Operating Activities:

	Water Fund	Sewer Fund	Solid Waste Fund	Total Proprietary Funds
Net operating income (expense)	**$ 134,527**	**195,371**	**(9,234)**	**320,664**
Adjustments to reconcile operating income or (loss) to net cash provided (used) in operating activities:				
Depreciation and amortization	373,467	84,681	18,652	476,800
Changes in assets and liabilities:				
(Increase) decrease in receivables	7,324	4,858	(1,113)	11,069
(Increase) decrease in prepaid items	30,421	-	-	30,421
(Increase) decrease in deferred outflows	(4,987)	(2,483)	(1,473)	(8,943)
Increase (decrease) in payables	(252)	750,318	5,577	755,643
Increase (decrease) in accrued liabilities	-	-	-	-
Increase (decrease) in unearned revenue	-	-	-	-
Increase (decrease) in net pension liability	26,479	13,180	7,821	47,480
Increase (decrease) in deferred inflows	(26)	(13)	(8)	(47)
Net cash provided (used) in operating activities	**$ 566,953**	**1,045,913**	**20,221**	**1,633,086**

The notes to the financial statements are an integral part of this statement.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

1-A. Reporting entity

Primary Government: Brian Head Town (the Town), a municipal corporation located in Iron County, Utah, operates under a Council-Manager form of government and provides the following services: General and Administrative, Public Safety-Police and Fire, Highways and Streets, Sanitation, Culture and Recreation, Public Improvements, Planning and Zoning, Water and Sewer Services. The accompanying financial statements present the Town and its component units.

Blended Component Units: The financial activity for the following entities is blended in this report. These are entities for which the Town is considered to be financially accountable because of the significance of their operational or financial relationships with the Town and the governing body being the same as that of the Town. The Municipal Building Authority of Brian Head Town was formed to further the purposes of the Town by acquiring and improving properties and financing the cost of such activities. The Brian Head Special Service District was formed to acquire water rights. No separate financial report is issued by the these entities.

1-B. Government-wide and fund financial statements

Government-wide Financial Statements

The government-wide financial statements, consisting of the statement of net position and the statement of activities report information on all of the non-fiduciary activities of the primary government and its component units. For the most part, the effect of inter-fund activity has been removed from these statements. *Governmental activities* , which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities* , which rely to a significant extent on fees and charges for support.

The statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Indirect expenses are not allocated. All expenses are included in the applicable function. *Program revenues* include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privilege provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues* .

Fund Financial Statements

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, if any, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statement.

1-C. Measurement focus, basis of accounting and financial statement presentation

The financial statements of the Town are prepared in accordance with generally accepted accounting principles (GAAP).

The government-wide statements are reported using the economic resources measurement focus and the accrual basis of accounting, generally including the reclassification of internal activity (between or within funds). However, internal eliminations do not include utility services provided to Town departments or payments to the general fund by other funds for providing administrative and billing services for such funds. Reimbursements are reported as reductions to expenses. Proprietary and any fiduciary fund financial statements are also reported using this same focus and basis of accounting although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property tax revenues are recognized in the year for which they are levied while grants are recognized when the grantor eligibility requirements are met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, sales taxes, intergovernmental revenues, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments, if any, receivable within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

Proprietary funds distinguish *operating* revenues and expenses from *non-operating* items. Operating income and expense reported in proprietary fund financial statements include those revenues and expenses related to the primary, continuing operations of the fund. Principal operating revenues for proprietary funds are charges to customers for sales or services. Principal operating expenses are the costs of providing goods or services, including administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as non-operating in the financial statements.

Policy regarding use of restricted resources

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as needed. Restricted assets and liabilities payable from restricted assets current in nature are reported with current assets and current liabilities. *Restricted assets, non-current* reports assets restricted for acquisition or construction of non-current assets, or are restricted for liquidation of long-term debt.

1-D. Fund types and major funds

Governmental funds
The Town reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *special service distict fund* accounts for resources accumulated and payments made for the acquisition of water rights which have been leased to the Town.

The *capital projects fund* accounts for the acquisition or construction of major capital facilities of the City (other than those financed by proprietary funds).

Proprietary funds
The Town reports the following major proprietary funds:

The *water fund* is used to account for the activities of the culinary water distribution system.

The *sewer fund* accounts for the activities of the Town's sewer collection operations.

The *solid waste fund* accounts for the activities of the Town's sanitation and solid waste collection operations.

1-E. Assets, Liabilities, and Net Position or Equity

1-E-*1. Deposit and Investments*

Investments are reported at fair value. Deposits are reported at cost, which approximates fair value. Investments of the Town are accounts at the Utah Public Treasurers Investments Fund. Additional information is contained in Note 3.

1-E-*2. Cash and Cash Equivalents*

The Town's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

1-E-*3. Receivables and Payables*

Accounts receivable other than property taxes and intergovernmental receivables are from customers primarily for utility services. Property tax and intergovernmental receivables are considered collectible. Special assessments receivable are reported at the remaining amount of the initial assessment. An uncollectible allowance is provided that is based upon an analysis of the aging of the accounts.

1-E-*3. Receivables and Payables (continued)*

During the course of operations, there may be transactions occur between funds that are representative of lending/borrowing arrangements outstanding at year-end. These are reported as either *due to or due from other funds* .

Property taxes are assessed and collected for the Town by Iron County and remitted to the Town shortly after collection. Property taxes become a lien on January 1 and are levied on the first Monday in August. Taxes are due and payable on November 1, and are delinquent after November 30. All dates are in the year of levy.

1-E-*4. Restricted Assets*

In accordance with certain revenue bond covenants, resources may be required to be set aside for the repayment of such bonds, and, on occasion, for the repair and maintenance of the assets acquired with the bond proceeds. These resources are classified as restricted assets on the balance sheet because of their limited use. Most capital grant agreements mandate that grant proceeds be spent only on capital assets. Unspent resources of this nature are also classified as restricted. The limited use resources described above involve a reported restriction of both cash and net assets.

Unspent proceeds of bonds issued to finance capital assets are also reported as restricted cash.

1-E-*5. Inventories and Prepaid items*

Inventories in governmental funds are not reported. These consist of immaterial amounts of expendable supplies for consumption. Such supplies are acquired as needed. Proprietary fund inventories, where material, are stated at the lower of cost or market, using the first-in, first-out basis.

Prepaid items record payments to vendors that benefit future reporting and are reported on the consumption basis. Both inventories and prepayments are similarly reported in government-wide and fund financial statements.

1-E-*6. Deferred Outflows/Inflows of Resources*

In addition to assets, the statement of net position will sometimes include a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Town reports deferred outflows of resources related to pensions as required by GASB 68.

In addition to liabilities, the statement of net position will sometimes include a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until then. Property taxes to be collected in November were unavailable in the current fiscal year. Accordingly, these property taxes are deferred and will be recognized as an inflow of resources in the period that the amounts become available. Additionally, the Town reports deferred inflows of resources related to pensions as required by GASB 68.

1-E-*7. Pensions*

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Utah Retirement Systems Pension Plan (URS) and additions to/deductions from URS's fiduciary net position have been determined on the same basis as they are reported by URS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

1-E-*8. Capital Assets*

Capital assets includes property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), and are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual significant cost of $5,000 or more and an estimated useful life in excess of two years. Such assets are recorded at historical cost or at estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Infrastructure is depreciated.

The cost of normal maintenance and repairs that does not add to the value of an asset or materially extend the assets' life is not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed. Upon retirement or disposition of capital assets, the cost and related accumulated depreciation are removed from the respective accounts. Depreciation of capital assets is computed using the straight-line method over their estimated useful lives.

Property, plant, and equipment of the primary government, as well as the component units (if any), is depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Buildings	40-50
Improvements, roads	15
Water distribution system	50
Sewer distribution system	50
Snowmaking system	40
Machinery and equipment	3-20

1-E-9. *Long-term Obligations*

In the government-wide and proprietary fund financial statements, long-term debt and obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund statement of net assets. Bond discounts or premiums, and the difference between the reacquisition price and the net carrying value of refunded debt, are deferred and amortized over the terms of the respective bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

The governmental fund financial statements recognize the proceeds of debt and premiums as other financing sources of the current period. Issuance costs are reported as expenditures.

1-E-*10. Compensated Absences*

The Town has a policy allowing compensated absence benefits to permanent employees for both sick and vacation leave. Provision is made in the financial statements for unused leave liability.

1-E-*11. Fund Equity*

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as they are needed. When committed, assigned, or unassigned resources are available for use, it is the Town's policy to use committed resources first, followed by assigned resources and then unassigned resources as they are needed.

Equity is classified in the government-wide financial statements as net position and is displayed in three components:

Net investment in capital assets - Represents capital assets, net of accumulated depreciation and reduced by the outstanding balances of any long-term debt attributable to the acquisition, construction, or improvement of those assets.

Restricted net position - Net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net position - All other net position that does not meet the definition of "restricted" or "net investment in capital assets."

Equity is classified in governmental fund financial statements as fund balance and is further classified as follows:

Nonspendable - Cannot be spent because it is either (a) not in spendable form, or (b) legally or contractually required to be maintained intact.

Restricted - Fund balance with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Committed - Can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision making authority, the Town Council. A resolution, ordinance or vote by the Town Council is required to establish, modify or rescind a fund balance commitment.

Assigned - Constrained by the government's intent to be used for specific purposes, but is neither restricted nor committed. The Town Manager is authorized to assign amounts to a specific purpose in accordance with the Town's budget policy.

Unassigned - Residual classification of the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to a specific purpose within the General Fund.

Proprietary fund equity is classified the same as in the government-wide statements.

1-F. *Estimates*

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

2-A. Budgetary data

Annual budgets are prepared and adopted by ordinance by total for each department, in accordance with State law, by the Mayor and Town Council on or before June 22 for the following fiscal year beginning July 1. Estimated revenues and appropriations may be increased or decreased by resolution of the Town Council at any time during the year. A public hearing must be held prior to any proposed increase in a fund's appropriations. Budgets include activities in the General Fund. The level of the Town's budgetary control (the level at which the Town's expenditures cannot legally exceed appropriations) is established at the department level. Each department head is responsible for operating within the budget for their department. All annual budgets lapse at fiscal year end.

Utah State law prohibits the Town from creating a deficit fund balance by making expenditures in excess of amounts budgeted. Any deficit so created must be made up in the following fiscal year. Deficits arising from emergencies, however, may be retired over five years. The maximum amount held in the general fund may not exceed 100% of the total estimated revenues of the fund for the succeeding year.

Once adopted, budget amendments which increase total expenditures must be approved by the Town Council following a public hearing. With the consent of the Mayor, department heads may reallocate unexpended appropriated balances from one expenditure account to another within that department during the budget year. Budgets for the General Fund are prepared on the modified accrual basis of accounting. Encumbrances are not used.

2-B. Deficit fund balance

The Brian Head Special Service District reported a deficit fund balance. The purpose of the District is to acquire water rights. The rights acquired have been leased to the Town for a fifty year period. The deficit occurs because the Town prepaid the lease to enable purchase of the rights and the District reports no fixed assets as it is a governmental fund. The prepaid lease will be amortized to income over the period of the lease which will eliminate the deficit over the fifty years.

NOTE 3 - DETAILED NOTES

3-A. Deposits and investments

Cash and investments as of June 30, 2025, consist of the following:

	Fair Value
Deposits:	
Cash on hand	$ 450
Demand deposits - checking	620,895
Investments:	
Deposits - PTIF	9,873,342
Total deposits and investments	**$ 10,494,687**

Cash and investments listed above are classified in the accompanying government-wide statement of net position as follows:

Cash and cash equivalents (current)	$ 9,020,519
Restricted cash and cash equivalents (non-current)	1,474,168
Total cash and cash equivalents	**$ 10,494,687**

The State of Utah Money Management Council has the responsibility to advise the State Treasurer about investment policies, promote measures and rules that will assist in strengthening the banking and credit structure of the state and review the rules adopted under the authority of the State of Utah Money Management Act that relate to the deposit and investment of public funds.

The Town follows the requirements of the Utah Money Management Act (*Utah code, Section 51, chapter 7*) in handling its depositor and investment transactions. The Act requires the depositing of Town funds in a qualified depository. The Act defines a qualified depository as any financial institution whose deposits are insured by an agency of the Federal Government and which has been certified by the State Commissioner of Financial Institutions as meeting the requirements of the Act and adhering to the rules of the Utah Money Management Council.

Deposits

Custodial Credit Risk
For deposits, this is the risk that in the event of bank failure, the Town's deposits may not be returned to the Town. The Town's policy for managing custodial credit risk is to adhere to the Money Management Act. The Act requires all deposits of the Town to be in a qualified depository, as defined in the paragraph above. As of June 30, 2024, $585,464 of the Town's demand deposits were exposed to custodial risk.

Investments

The Money Management Act defines the types of securities authorized as appropriate investment for the Town and the conditions for making investment transactions. Investment transactions may be conducted only through qualified depositories, certified dealers, or directly with issuers of the investment securities.

3-A. Deposits and investments (continued)

Investments (continued)

Statutes authorize the Town to invest in negotiable or nonnegotiable deposits of qualified depositories and permitted negotiable depositories; repurchase and reverse repurchase agreements; commercial paper that is classified as "first tier' by two nationally recognized statistical rating organizations, one of which must be Moody's Investor Services or Standard & Poor's, bankers' acceptances; obligations of the United States Treasury including bills, notes, and bonds; bonds, notes, and other evidence of indebtedness of political subdivisions of the State; fixed rate corporate obligations and variable rate securities rated "A" or higher, or the equivalent of "A" or higher, by two nationally recognized statistical rating organizations; shares or certificates in a money market mutual fund as defined in the Act; and the Utah State Public Treasurer's Investment Fund.

The Utah State Treasurer's Office operates the Public Treasurer's Investment Fund (PTIF). The PTIF is available for investment of funds administered by any Utah public treasurer.

The PTIF is not registered with the SEC as an investment company. The PTIF is authorized and regulated by the Money Management Act, Section 51-7, Utah Code Annotated, 1953, as amended. The Act established the Money Management Council which oversees the activities of the State Treasurer and the PTIF and details the types of authorized investments. Deposits in the PTIF are not insured or otherwise guaranteed by the State of Utah, and participants share proportionally in any realized gain or losses on investments. Financial statements for the PTIF funds can be obtained by contacting the Utah State Treasurer's office.

The PTIF operates and reports to participants on an amortized cost basis. The income, gains, and losses - net of administration fees, of the PTIF are allocated based upon the participant's average daily balance. The fair value of the PTIF investment pool is approximately equal to the value of the pool shares.

Fair value of investments
The Town measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows: Level 1--Quoted prices for identical investments in active markets; Level 2--Observable inputs other than quoted market prices; and, Level 3--Unobservable inputs. At June 30, 2025, the Town had $9,873,342 invested in the PTIF, which uses a Level 2 fair value measurement.

As of June 30, 2025, the government had the following investment and maturities:

		Investment Maturities (in Years)			
	Fair Value	Less than 1	1-5	6-10	More than 10
State of Utah Public Treasurer's Investment Fund	$ 9,873,342	9,873,342	-	-	-
Total Fair Value	$ 9,873,342	9,873,342	-	-	-

Interest rate risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Town's policy-for managing its exposure to fair value loss arising from increasing interest rates is to comply with the State's Money Management Act. Section 51-7-11 of the Act requires that the remaining term to maturity of investments may not exceed the period of availability of the funds to be invested.

Credit risk
Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Town’s policy for reducing exposure to credit risk is to comply with the State’s Money Management Act.

At June 30, 2025 the Town had the following investments and quality ratings:

		Quality Ratings			
	Fair Value	AAA	AA	A	Unrated
State of Utah Public Treasurer's Investment Fund	$9,873,342	-	-	-	9,873,342
Total Fair Value	$9,873,342	-	-	-	9,873,342

Concentration of credit risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. PTIF falls under the constraints of UMMA in limiting concentrations of investments.

3-B. Receivables

The allowance policy is described in Note 1-E-3. Receivables as of year-end for the Town's funds are shown below:

	Governmental Activities	Business-type Activities	Total
Shuttle fees, licenses	$ 393,209	-	393,209
Water	-	131,656	131,656
Sewer	-	42,697	42,697
Solid waste	-	18,714	18,714
Taxes and other	1,385,136	-	1,385,136
Total accounts receivable	1,778,345	193,067	1,971,412
Less allowance for uncollectibles	(7,724)	(7,918)	(15,642)
Net accounts receivable	**$ 1,770,621**	**185,148**	**1,955,769**

3-C. Capital Assets

Capital asset activity for the governmental activities was as follows:

Governmental activities	Beginning Balance	Additions	Retirements	Ending Balance
Capital assets, not being depreciated:				
Land and rights	$ 19,992,693	42,305	-	20,034,998
Water rights	1,746,049	-	-	1,746,049
Construction in progress	3,812,740	918,759	-	4,731,499
Total capital assets, not being depreciated	**25,551,482**	**961,064**	**-**	**26,512,546**
Capital assets, being depreciated:				
Buildings	4,848,986	-	-	4,848,986
Improvements other than buildings	7,516,223	298,253	-	7,814,476
Machinery and equipment	3,466,158	634,924	-	4,101,081
Total capital assets, being depreciated	**15,831,366**	**933,177**	**-**	**16,764,543**
Less accumulated depreciation for:				
Buildings	2,030,807	121,225	-	2,152,032
Improvements other than buildings	4,533,269	262,414	-	4,795,683
Machinery and equipment	1,950,119	379,409	-	2,329,528
Total accumulated depreciation	**8,514,195**	**763,047**	**-**	**9,277,243**
Total capital assets being depreciated, net	**7,317,171**	**170,130**	**-**	**7,487,300**
Governmental activities capital assets, net	**$ 32,868,653**	**1,131,194**	**-**	**33,999,847**

Depreciation expense was charged to functions/programs of the primary government governmental activities was follows:

Governmental activities:	
General government	$ 100,371
Public safety	269,040
Highways and public improvements	251,575
Parks, recreation and public property	142,062
Total	**$ 763,047**

3-C. Capital Assets (continued)

Capital asset activity for the business-type activities was as follows:

Business-type activities	Beginning Balance	Additions	Retirements	Ending Balance
Capital assets, not being depreciated:				
Land and rights	$ 2,978,176	-	-	2,978,176
Construction in progress	840,242	3,495,620	-	4,335,862
Total capital assets, not being depreciated	**3,818,418**	**3,495,620**	**-**	**7,314,038**
Capital assets, being depreciated:				
Water system	19,047,653	-	-	19,047,653
Sewer system	2,899,670	-	-	2,899,670
Buildings	293,896	-	-	293,896
Machinery and equipment	1,334,475	-	-	1,334,475
Total capital assets, being depreciated	**23,575,694**	**-**	**-**	**23,575,694**
Less accumulated depreciation for:				
Water system	5,475,910	380,953	-	5,856,864
Sewer system	1,448,372	65,142	-	1,513,515
Buildings	171,928	5,878	-	177,806
Machinery and equipment	1,011,745	35,252	-	1,046,997
Total accumulated depreciation	**8,107,956**	**487,225**	**-**	**8,595,181**
Total capital assets being depreciated, net	**15,467,738**	**(487,225)**	**-**	**14,980,513**
Business-type activities capital assets, net	**$ 19,286,157**	**3,008,395**	**-**	**22,294,551**

Depreciation expense was charged to functions/programs of the primary government business-type activities was follows:

Business-type activities:	
Water system	$ 383,892
Sewer system	84,681
Solid waste	18,652
Total	**$ 487,225**

3-D. Long-term debt

Long-term debt activity for the governmental activities was as follows:

	Original Principal	% Rate	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
2018 UDAF Petroleum Storage Tank							
Matures 8/1/2028	$ 50,000	-	$ 23,312	-	5,004	18,308	4,587
2022 Special Assessment Bonds							
Matures 6/1/2032	1,372,000	4.50	1,132,000	-	123,000	1,009,000	128,000
2024 Snowshoe & Toboggan SAA Bond							
Matures 10/1/2034	604,060	-	-	50,000	-	50,000	60,406
2025 GO Bonds							
Matures 6/15/2040	1,800,000	3.30	-	1,800,000	-	1,800,000	70,000
2011 Lease Revenue Bond							
Matures 4/1/2042	2,553,000	2.50	1,704,807	-	78,000	1,626,807	80,000
Total governmental activity long-term liabilities			**$ 2,860,119**	**1,850,000**	**206,004**	**4,504,115**	**342,993**

The Town leases facilities from the Municipal Building Authority (MBA). The annual lease payment is approximately the amount of the debt service requirements. See Note 4-C for additional information regarding the MBA leases.

The 2024 Snowshoe & Toboggan SSA Bond was issued for $604,060; however, as of the June 30, 2025, only $50,000 had been disbursed to the Town. The schedule below reflects the full debt schedule.

Bond debt service requirements to maturity for governmental activities are as follows:

	Principal	Interest	Total
2026	$ 342,993	186,528	529,521
2027	374,410	156,060	530,470
2028	384,410	145,580	529,990
2029	394,119	134,468	528,587
2030	401,406	122,575	523,981
2031-2035	1,688,030	430,090	2,118,120
2036-2040	1,282,000	192,642	1,474,642
2041-2042	190,807	6,640	197,447
Total	**$ 5,058,175**	**1,374,583**	**6,432,758**

3-D. Long-term debt

Long-term debt activity for the business-type activities was as follows:

	Original Principal	% Rate	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
2013 G.O Reservior Bond							
Matures 9/1/2034	$2,000,000	1.50	$ 1,174,000	-	99,000	1,075,000	100,000
2021 Water Rev Refunding							
Matures 4/1/2048	4,250,000	3.00	3,747,500	-	112,083	3,635,417	95,833
Less deferred bond issue costs			(117,005)	-	(4,875)	(112,130)	-
Plus deferred issuance premium			367,213	-	15,301	351,913	-
2024 Sewer Revenue Bonds							
Matures 11/1/2057	1,900,000	4.00	-	75,000	-	75,000	-
2024 Water Revenue Bonds							
Matures 4/1/2064	3,838,000	-	-	2,639,044	28,625	2,610,419	98,000
Total business-type activity long-term liabilities			**$ 5,171,708**	**2,714,044**	**250,134**	**7,635,619**	**293,833**

The 2024 Water and Sewer Revenue Bonds have not be disbursed to the Town in full as of fiscal year end. The schedule below reflects the full amortization schedule.

Bond debt service requirements to maturity for business-type activities are as follows:

	Principal	Interest	Total
2026	$ 293,833	198,164	491,997
2027	315,833	196,550	512,383
2028	321,833	191,545	513,378
2029	363,000	186,375	549,375
2030	365,833	179,650	545,483
2031-2035	1,952,334	791,825	2,744,159
2036-2040	1,537,167	611,890	2,149,057
2041-2045	1,726,000	431,405	2,157,405
2046-2050	1,444,832	226,870	1,671,702
2051-2055	927,000	114,680	1,041,680
2056-2060	798,000	24,800	822,800
2061-2064	394,000	-	394,000
Total	**$ 10,439,667**	**3,153,754**	**13,593,420**

The general obligation bonds are backed by the full faith and credit of the Town, including its taxing capablility. Revenue bonds are issued where the Town pledges income derived from the acquired or constructed assets to pay the debt service.

Other long-term liabilities:

	Beginning	Increase (Decrease)	Ending
Compensated absences:			
Governmental	$ 121,526	23,329	144,855
Total	**$ 121,526**	**23,329**	**144,855**
Net pension liability:			
Governmental	$ 303,453	83,016	386,469
Business-type	173,560	47,480	221,040
Total	**$ 477,013**	**130,496**	**607,509**

3-E. Leases

The Town entered into three agreements with Wheeler Machinery Co. to lease certain items of equipment. Equipment operating leases have been negotiated for an additional period on a backhoe, two loaders, and a grader. For the year 2025, the total minimum lease payment is $128,296. In addition to the regular lease payments, the Town is responsible for maintenance costs of the equipment.

3-F. Interfund transfers

From time to time, transfers are made between funds where required by statute or budget. The following is a reconciliation of the operating transfers made between funds:

	Transfers In	Transfers Out
General Fund	$ 844,501	1,455,762
Water Fund	-	313,481
Redevelopment Agency Fund	-	35,258
Capital Projects Fund	1,120,762	495,762
Asset Replacement Fund	335,000	-
Total	**$ 2,300,263**	**2,300,263**

NOTE 4 - OTHER INFORMATION

4-A. Risk management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The Town participates in the Utah Local Government Trust, a public agency insurance mutual, which provides coverage for property damage and general liability. The Town is subject to a minimal deductible for claims. There have been no significant reductions in insurance coverage from coverage in the prior year. Amounts of settlements have not exceeded insurance coverage in any of the past three fiscal years.

4-B. Municipal Building Authority Leases

Town Hall Lease Arrangement
On October 1, 1997, the Municipal Building Authority of The Town of Brian Head, Utah (the Authority) entered into a lease arrangement with Brian Head Town for the acquisition and remodel of a new town hall. In order to acquire and construct a new town hall, the Authority issued a lease revenue bond issue in the amount of $560,000. The remaining liability on this bond is disclosed in Note 3-E Long-term debt.

Public Safety Building Lease Arrangement
On June 30, 2011, the Municipal Building Authority of The Town of Brian Head, Utah (the Authority) entered into a lease arrangement with Brian Head Town for a public safety building. Pursuant to the lease arrangement, the Authority constructed the facility. In order to construct the facility, the Authority issued a lease revenue bond in the amount of $2,553,000. The remaining liability on this bond is disclosed in Note 3-E Long-term debt.

4-B. Municipal Building Authority Leases (continued)

General Terms of Leases
The initial term of the leases commence as of the date of delivery of the Lease Revenue Bonds and terminates on the bond anniversary date thereafter. The lease term may be continued, solely at the option of Brian Head Town, beyond the termination of the original term for an additional year, and for 12 consecutive additional renewal terms thereafter each of one year in duration except that the final renewal term will coincide with the final payment on the bonds. The Town makes an election to continue the lease for the next renewal term by budgeting sufficient Town funds to pay the base and reasonably estimated additional rentals due during the next renewal term.

The Town and the Authority acknowledge and agree that the obligation of the Town to pay base rentals and additional rentals constitutes a current expense of the Town payable exclusively from Town funds and shall not in any way be construed to be an obligation or indebtedness of the Town. The lease is to be deemed a net lease. The terms of the lease require Brian Head Town to pay certain base rentals which approximate the principal and interest due on the lease revenue bonds issued by the Authority. Those amounts are included in the disclosure relating to long-term debt in Note 3-E.

4-C. Special Service District Lease

In 2009, the Town prepaid a lease for the use of water rights to the Brian Head Special Service District in the amount of $523,428 that will be amortized over the next fifty years which is the term of the lease. In 2010, additional water rights were leased on the same basis in the amount of $997,561. As of June 30, 2025, the balance of these leases is $1,034,313.

4-D. Litigation

The Town is involved in various litigation as of June 30, 2025, none of which, in the opinion of the Town's legal counsel, is material to the financial statements. Therefore, no amounts have been recorded in the Town's financial statements.

4-E. Rounding convention

A rounding convention to the nearest whole dollar has been applied throughout this report, therefore the precision displayed in any monetary amount is plus or minus $1. These financial statements are computer generated and the rounding convention is applied to each amount displayed in a column, whether detail item or total.

4-F. Implementation of GASB Statement No. 101, Compensated Absences

During the fiscal year, the Town implemented GASB Statement No. 101, Compensated Absences. This statement provides updated recognition and measurement guidance for compensated absences that accumulate but are not yet used. Implementation of this standard did not change the Town's underlying methodology for accruing leave balances.

4-G. Subsequent events

Subsequent events have been evaluated through February 20, 2026. There have been no subsequent events that provide additional evidence about conditions that existed at the balance sheet date.

4-H. Pension Plans

General Information about the Pension Plan

Plan description:
Eligible plan participants are provided with pensions through the Utah Retirement Systems. The Utah Retirement Systems are comprised of the following Pension Trust funds:

Public Employees Noncontributory Retirement System (Noncontributory System) is a multiple employer, cost sharing, public employee retirement system;

Public Safety Retirement System (Public Safety System) is a mixed agent and cost sharing, multiple employer public employee retirement system;

Tier 2 Public Employees Contributory Retirement System (Tier 2 Public Employees System) is a multiple employer, cost sharing, public employee retirement system;

Tier 2 Public Safety and Firefighter Contributory Retirement System (Tier 2 Public Safety and Firefighters System) is a mutiple employer, cost sharing, public employee retirement system.

The Tier 2 Public Employees System became effective July 1, 2011. All eligible employees beginning on or after July 1, 2011, who have no previous service credit with any of the Utah Retirement Systems, are members of the Tier 2 Retirement System.

The Utah Retirement Systems (Systems) are established and governed by the respective sections of Title 49 of the Utah Code Annotated 1953, as amended. The Systems' defined benefit plans are amended statutorily by the State Legislature. The Utah State Retirement Office Act in Title 49 provides for the administration of the Systems under the direction of the Board, whose members are appointed by the Governor. The Systems are fiduciary funds defined as pension (and other employee benefit) trust funds. URS is a component unit of the State of Utah. Title 49 of the Utah Code grants the authority to establish and amend the benefit terms.

URS issues a publicly available financial report that can be obtained by writing Utah Retirement Systems, 560 E. 200 S. Salt Lake City, Utah 84102 or visiting the website: www.urs.org.

4-H. Pension Plans (continued)

Benefits provided:
URS provides retirement, disability, and death benefits. Retirement benefits are as follows:

System	Final Average Salary	Years of service required and/or age eligible for benefit	Benefit percentage per year of service	Cola **
Noncontributory System	Highest 3 Years	30 years any age 25 years any age* 20 years age 60* 10 years age 62* 4 years age 65	2.0% per year all years	Up to 4%
Public Safety System	Highest 3 Years	20 years any age 10 years age 60 4 years age 65	2.5% per year up to 20 years; 2.0% per year over 20 years	Up to 2.5% or 4% depending on employer
Tier 2 Public Employees System	Highest 5 Years	35 years any age 20 years any age 60* 10 years age 62* 4 years age 65	1.5% per year all years	Up to 2.5%
Tier 2 Public Safety and Firefighter System	Highest 5 Years	25 years any age 20 years any age 60* 10 years age 62* 4 years age 65	1.5% per year all years	Up to 2.5%

* with actuarial reductions

** All past-retirement cost-of-living adjustments are non-compounding and are based on the original benefit except for Judges, which is a compounding benefit. The cost-of-living adjustments are also limited to the actual Consumer Price Index (CPI) increase for the year, although unused CPI increases not met may be carried forward to subsequent years.

Contributions:
As a condition of participation in the Systems, employers and/or employees are required to contribute certain percentages of salary and wages as authorized by statute and specified by the URS Board. Contributions are actuarially determined as an amount that, when combined with employee contributions (where applicable) is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded actuarial accrued liability. Contribution rates are as follows:

Utah Retirement Systems	Employee	Employer	Employer 401(k) Plan
Noncontributory Local Government System			
15 - Tier 1 DB System	-	16.97	-
111 - Tier 2 DB Hybrid System	0.70	15.19	-
211 - Tier 2 401(k) Option	-	5.19	10.00
Noncontributory Public Safety System			
43 - Tier 1 Other Div A with 2.5% COLA	-	33.54	-
122 - Tier 2 DB Hybrid System	4.73	25.33	-
222 - Tier 2 401(k) Option	-	11.33	14.00

4-H. Pension Plans (continued)

Tier 2 rates include a statutory required contribution to finance the unfunded actuarial accrued liability of the Tier 1 plans.

For the fiscal year ended June 30, 2025, the employer and employee contributions to the Systems were as follows:

System	Employer Contributions	Employee Contributions
Noncontributory System	$ 87,135	-
Public Safety System	127,031	-
Tier 2 Public Employees System	112,940	5,188
Tier 2 Public Safety and Firefighter	50,358	9,403
Total Contributions	**$ 377,464**	**14,591**

Contributions reported are the URS Board approved required contributions by System. Contributions in the Tier 2 Systems are used to finance the unfunded liabilities in the Tier 1 Systems.

Pension Assets, Liabilities, Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2025, we reported a net pension asset of $0 and a net pension liability of $607,509.

	(Measurement Date): December 31, 2024			Proportionate	
	Net Pension Asset	Net Pension Liability	Proportionate Share	Share 12/31/2023	Change (Decrease)
Noncontributory System	$ -	$ 203,303	0.0641109%	0.0617585%	0.0023524%
Public Safety System	-	322,828	0.2086394%	0.1997062%	0.0089332%
Tier 2 Public Employees System	-	62,812	0.0210610%	0.0163214%	0.0047396%
Tier 2 Public Safety and Firefigher	-	18,565	0.0410476%	0.0434840%	-0.0024364%
Total	**$ -**	**$ 607,509**			

The net pension asset and liability was measured as of December 31, 2024, and the total pension liability used to calculate the net pension asset and liability was determined by an actuarial valuation as of January 1, 2024 and rolled-forward using generally accepted actuarial procedures. The proportion of the net pension asset and liability is equal to the ratio of the employer's actual contributions to the Systems during the plan year over the total of all employer contributions to the System during the plan year.

For the year ended June 30, 2025, we recognize pension expense of $483,248

4-H. Pension Plans (continued)

At June 30, 2025, we reported deferred outflows of resources and deferred inflows of resources relating to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	$ 193,647	$ 1,408
Changes in assumptions	48,207	298
Net difference between projected and actual earnings on pension plan investments	122,328	-
Changes in proportion and differences between contributions and proportionate share of contributions	11,862	3,374
Contributions subsequent to the measurement date	187,468	-
Total	**$ 563,513**	**$ 5,080**

$187,468 was reported as deferred outflows of resources related to pensions results from contributions made by us prior to our fiscal year end, but subsequent to the measurement date of December 31, 2024.

These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31,	Net Deferred Outflows (Inflows) of Resources
2025	$ 163,209
2026	204,871
2027	(41,781)
2028	(1,271)
2029	17,837
Thereafter	28,100

Actuarial assumptions:
The total pension liability in the December 31, 2024, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50 Percent
Salary increases	3.5 - 9.5 percent, average, including inflation
Investment rate of return	6.85 percent, net of pension plan investment expense, including inflation

Mortality rates were adopted from an actuarial experience study dated January 1, 2023. The retired mortality tables are developed using URS retiree experience and are based upon gender, occupation, and age as appropriate with projected improvement using the ultimate rates from the MP-2020 improvement scale using a base year of 2020. The mortality assumption for active members is the PUB-2010 Employees Mortality Table for public employees, teachers, and public safety members, respectively.

4-H. Pension Plans (continued)

The actuarial assumptions used in the January 1, 2023, valuation were based on the results of an actuarial experience study for the period ending December 31, 2022.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best- estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

	Expected Return Arithmetic Basis		
Assets class	Target Asset Allocation	Real Return Arithmetic Basis	Long Term expected portfolio real rate of return
Equity securities	35%	7.01%	2.45%
Debt securities	20%	2.54%	0.51%
Real assets	18%	5.45%	0.98%
Private equity	12%	10.05%	1.21%
Absolute return	15%	4.36%	0.65%
Cash and cash equivalents	0%	0.49%	0.00%
Totals	**100.00%**		**5.80%**
Inflation			2.50%
Expected arithmetic nominal return			8.30%

The 6.85% assumed investment rate of return is comprised of an inflation rate of 2.50%, a real return of 4.35% that is net of investment expense.

Discount rate:

The discount rate used to measure the total pension liability was 6.85 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from all participating employers will be made at contractually required rates that are actuarially determined and certified by the URS Board. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The discount rate does not use the Municipal Bond Index Rate.

4-H. Pension Plans (continued)

Sensitivity of the proportionate share of the net pension asset and liability to changes in the discount rate:
The following presents the proportionate share of the net pension liability calculated using the discount rate of 6.85 percent, as well as what the proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.85 percent or 1-percentage-point higher (7.85 percent than the current rate:

System	1% Decrease (5.85%)	Discount Rate (6.85%)	1% Increase (7.85%)
Noncontributory System	$ 859,805	$ 203,303	$ (347,290)
Public Safety System	991,774	322,828	(223,022)
Tier 2 Public Employees System	187,604	62,812	(34,264)
Tier 2 Public Safety and Firefighter	63,306	18,565	(17,206)
Total	**$ 2,102,490**	**$ 607,509**	**$ (621,781)**

Pension plan fiduciary net position:
Detailed information about the pension plan's fiduciary net position is available in the separately issued URS financial report.

Defined Contribution Savings Plan:
The Defined Contribution Savings Plans are administered by the Utah Retirement Systems Board and are generally supplemental plans to the basic retirement benefits of the Retirement Systems, but may also be used as a primary retirement plan. These plans are voluntary tax-advantaged retirement savings programs authorized under sections 401(k), 457(b) and 408 of the Internal Revenue code. Detailed information regarding plan provisions is available in the separately issued URS financial report.

The Town participates in the following Defined Contribution Savings Plans with the Utah Retirement Systems:

- 401(k) Plan
- 457(b) Plan
- Roth IRA Plan

Employee and employer contributions to the Utah Retirement Contribution Savings Plans for fiscal year ended June 30, were as follows:

	2025	2024	2023
401(k) Plan			
Employer Contributions	$ 14,519	$ 17,564	$ 17,517
Employee Contributions	34,324	38,118	29,328
457(b) Plan			
Employer Contributions	2,916	2,158	1,812
Employee Contributions	24,575	25,857	25,433
Roth IRA Plan			
Employer Contributions	N/A	N/A	N/A
Employee Contributions	19,615	15,638	9,230

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REQUIRED SUPPLEMENTARY INFORMATION
(Unaudited)

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Budgetary Comparison Schedules

The Budgetary Comparison Schedule presented in this section of the report is for the Town's General Fund.

Budgeting and Budgetary Control

The budget for the General Fund is legally required and is prepared and adopted on the modified accrual basis of accounting.

Original budgets represent the revenue estimates and spending authority authorized by the Town Council prior to the beginning of the year. Final budgets represent the original budget amounts plus any amendments made to the budget during the year by the Council through formal resolution. Final budgets do not include unexpended balances from the prior year because such balances automatically lapse to unreserved fund balance at the end of each year.

Current Year Excess of Expenditures over Appropriations

For the year ended June 30, 2025, expenditures where under budgeted amounts.

Changes in Assumptions Related to Pensions

There were no changes in the actuarial assumptions or methods since the prior actuarial valuation.

Brian Head Town

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL - GENERAL FUND

For the Year Ended June 30, 2025

	Budgeted Original	Budgeted Final	Actual	Variance with Final Budget
Revenues				
Taxes	$ 2,856,874	$ 2,856,874	$ 2,881,573	$ 24,699
Licenses and permits	896,727	896,727	893,867	(2,860)
Intergovernmental revenues	507,000	632,000	1,263,335	631,335
Charges for services	649,927	576,927	771,999	195,072
Fines and forfeitures	3,000	3,000	4,043	1,043
Impact fees	1,000	1,000	3,519	2,519
Interest	60,250	60,250	147,294	87,044
Miscellaneous revenue	7,050	7,050	15,450	8,400
Total revenues	**4,981,828**	**5,033,828**	**5,981,082**	**947,254**
Expenditures				
General government	1,411,321	1,516,271	1,406,469	109,802
Public safety	1,495,969	1,630,019	1,549,218	80,801
Highways and public improvements	1,860,809	3,730,763	1,989,613	1,741,150
Parks, recreation and public property	131,084	131,084	113,671	17,413
Total expenditures	**4,899,183**	**7,008,137**	**5,058,971**	**1,949,166**
Excess (Deficiency) of Revenues Over (Under) Expenditures	**82,645**	**(1,974,309)**	**922,111**	**2,896,420**
Other financing sources and (uses)				
Bond proceeds	-	1,411,804	50,000	(1,361,804)
Transfers in	(35,258)	835,504	844,501	-
Transfer out	(580,000)	(1,455,762)	(1,455,762)	-
Total other financing sources and (uses)	**(615,258)**	**791,546**	**(561,261)**	**-**
Net change in fund balances	**(532,613)**	**(1,182,763)**	**360,850**	**1,543,613**
Fund balances - beginning of year	2,392,427	2,392,427	2,392,427	-
Fund balances - end of year	**$ 1,859,814**	**$ 1,209,664**	**$ 2,753,276**	**$ 1,543,613**

Brian Head Town

SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

June 30, 2025

Last 10 Fiscal Years

	As of December 31,									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Noncontributory Retirement System										
Proportion of the net pension liability (asset)	0.0641109%	0.0617585%	0.0561989%	0.0555103%	0.0522912%	0.0528954%	0.0499581%	0.0497653%	0.0501275%	0.0266886%
Proportionate share of the net pension liability (asset)	$ 203,303	$ 143,253	$ 96,255	$ (317,913)	$ 26,822	$ 199,356	$ 367,878	$ 218,037	$ 321,880	$ 151,017
Covered employee payroll	$ 563,967	$ 576,718	$ 516,466	$ 516,091	$ 479,554	$ 482,527	$ 447,658	$ 439,484	$ 447,715	$ 233,236
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	36.05%	24.84%	18.64%	-61.60%	5.59%	41.32%	82.18%	49.61%	71.89%	64.75%
Plan fiduciary net position as a percentage of the total pension liability	96.02%	96.90%	97.50%	108.70%	99.20%	93.70%	87.00%	91.90%	87.30%	87.80%
Contributory System										
Proportion of the net pension liability (asset)	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.0000000%	0.1755339%	0.5884290%
Proportionate share of the net pension liability (asset)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 356,207	$ 413,580
Covered employee payroll	$ -	$ -	$ 3,249	$ 8,164	$ 5,922	$ 5,400	$ 3,544	$ -	$ 263,523	$ 237,836
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	135.17%	173.89%
Plan fiduciary net position as a percentage of the total pension liability	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	86.50%	85.70%
Public Safety System										
Proportion of the net pension liability (asset)	0.2086394%	0.1997062%	0.2027732%	0.2128848%	0.1835541%	0.1846803%	0.1822860%	0.1767580%	0.0053147%	0.1608895%
Proportionate share of the net pension liability (asset)	$ 322,828	$ 285,613	$ 262,201	$ (172,893)	$ 152,394	$ 296,526	$ 468,799	$ 277,273	$ 593	$ 288,194
Covered employee payroll	$ 361,526	$ 333,046	$ 323,467	$ 332,388	$ 288,902	$ 282,743	$ 272,022	$ 262,815	$ 43,585	$ 243,214
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	89.30%	85.76%	81.06%	-52.02%	52.75%	104.87%	172.34%	105.50%	1.36%	118.49%
Plan fiduciary net position as a percentage of the total pension liability	93.30%	93.44%	93.60%	104.20%	95.50%	90.90%	84.70%	80.20%	95.10%	87.10%
Tier 2 Public Employees Retirement System										
Proportion of the net pension liability (asset)	0.0210610%	0.0163214%	0.0121994%	0.0074439%	0.0704130%	0.0067343%	0.0061638%	0.0064074%	0.0202390%	0.0053886%
Proportionate share of the net pension liability (asset)	$ 62,812	$ 31,768	$ 13,284	$ (3,151)	$ 1,013	$ 1,515	$ 2,640	$ 586	$ (176)	$ (12)
Covered employee payroll	$ 623,126	$ 421,963	$ 265,276	$ 137,982	$ 112,590	$ 93,476	$ 72,021	$ 62,687	$ 16,722	$ 3,480
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	10.08%	7.53%	5.01%	-2.28%	0.90%	1.62%	3.67%	0.90%	-1.05%	-0.03%
Plan fiduciary net position as a percentage of the total pension liability	87.44%	89.58%	92.30%	103.80%	98.30%	96.50%	90.80%	97.40%	103.60%	100.20%
Tier 2 Public Safety and Firefighters Retirement System										
Proportion of the net pension liability (asset)	0.0410476%	0.0434840%	0.0405593%	0.0283265%	0.0220288%	0.0256797%	0.0300984%	0.3635170%	0.0000000%	0.0000000%
Proportionate share of the net pension liability (asset)	$ 18,565	$ 16,380	$ 3,384	$ (1,432)	$ 1,976	$ 2,416	$ 754	$ (421)	$ -	$ -
Covered employee payroll	$ 187,370	$ 164,763	$ 124,792	$ 67,740	$ 43,909	$ 42,328	$ 40,300	$ 3,876	$ -	$ -
Proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll	9.91%	9.94%	2.71%	-2.11%	4.50%	5.71%	1.87%	-1.10%	0.00%	0.00%
Plan fiduciary net position as a percentage of the total pension liability	90.10%	89.10%	96.40%	102.80%	93.10%	89.60%	95.60%	103.00%	0.00%	0.00%

Brian Head Town
SCHEDULE OF CONTRIBUTIONS
June 30, 2025
Last 10 Fiscal Years

	As of fiscal year ended June 30,	Actuarial Determined Contributions	Contributions in relation to the contractually required contribution	Contribution deficiency (excess)	Covered employee payroll	Contributions as a percentage of covered employee payroll
Noncontributory Retirement System	2016	$ 84,374	$ 84,374	$ -	$ 456,818	18.47%
	2017	84,080	84,080	-	455,226	18.47%
	2018	80,787	80,787	-	437,394	18.47%
	2019	86,896	86,896	-	470,469	18.47%
	2020	88,671	88,671	-	480,079	18.47%
	2021	92,296	92,296	-	499,708	18.47%
	2022	93,351	93,351	-	505,422	18.47%
	2023	97,030	97,030	-	540,241	17.96%
	2024	105,683	105,683	-	595,547	17.75%
	2025	87,135	87,135	-	524,872	16.60%
Public Safety System	2016	84,210	84,210	-	247,385	34.04%
	2017	91,647	91,647	-	269,233	34.04%
	2018	90,762	90,762	-	266,632	34.04%
	2019	94,459	94,459	-	277,493	34.04%
	2020	97,821	97,821	-	287,371	34.04%
	2021	101,635	101,635	-	298,575	34.04%
	2022	116,388	116,388	-	341,915	34.04%
	2023	109,535	109,535	-	321,784	34.04%
	2024	117,202	117,202	-	344,308	34.04%
	2025	127,031	127,031	-	378,744	33.54%
Tier 2 Public Employees Retirement System*	2016	5,492	5,492	-	36,104	15.21%
	2017	7,950	7,950	-	53,318	14.91%
	2018	10,518	10,518	-	69,611	15.11%
	2019	11,287	11,287	-	72,683	15.53%
	2020	17,718	17,718	-	113,141	15.66%
	2021	18,261	18,261	-	115,611	15.79%
	2022	29,722	29,722	-	185,954	15.98%
	2023	52,173	52,173	-	325,876	16.01%
	2024	81,482	81,482	-	508,943	16.01%
	2025	112,940	112,940	-	743,517	15.19%
Tier 2 Public Safety and Firefighter System*	2017	7,650	7,650	-	35,442	21.59%
	2018	8,873	8,873	-	39,312	22.57%
	2019	9,525	9,525	-	41,288	23.07%
	2020	10,031	10,031	-	43,368	23.13%
	2021	11,800	11,800	-	45,533	25.92%
	2022	23,373	23,373	-	90,486	25.83%
	2023	40,897	40,897	-	158,333	25.83%
	2024	44,721	44,721	-	173,135	25.83%
	2025	50,358	50,358	-	198,806	25.33%

* Contributions in Tier 2 include an amortization rate to help fund the unfunded liabililites in the Tier 1 systems. Tier 2 systems were created July 1, 2011.

Contributions as a percentage of covered-payroll may be different than the board certified rate due to rounding and other administrative practices.

COMBINING STATEMENTS

Brian Head Town

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

June 30, 2025

	Redevelopment Agency Fund	Municipal Building Authority	Debt Service Fund	Asset Replacement Fund	Total Non-Major Governmental Funds
ASSETS					
Cash and cash equivalents	$ 695,528	-	-	512,905	1,208,433
Accounts receivable	26,469	-	-	-	26,469
Restricted cash and cash equivalents	-	1,348	264,679	-	266,027
TOTAL ASSETS	**$ 721,997**	**1,348**	**264,679**	**512,905**	**1,500,929**
LIABILITIES					
Accounts payable	$ 99,618	-	-	7,093	106,711
Unearned revenue	-	-	-	-	-
TOTAL LIABILITIES	**99,618**	**-**	**-**	**7,093**	**106,711**
FUND BALANCES:					
Restricted for:					
Debt service	-	1,348	264,679	-	266,027
Committed for:					
Redevelopment agency	622,378	-	-	-	622,378
Assigned for:					
Capital projects	-	-	-	505,812	505,812
TOTAL FUND BALANCES	**622,378**	**1,348**	**264,679**	**505,812**	**1,394,217**
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	**$ 721,997**	**1,348**	**264,679**	**512,905**	**1,500,929**

Brian Head Town

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

For the Year Ended June 30, 2025

	Redevelopment Agency Fund	Municipal Building Authority	Debt Service Fund	Asset Replacement Fund	Total Non-Major Governmental Funds
REVENUES:					
Property taxes	$ 409,603	-	1,230	-	410,833
Intergovernmental revenues	17,854	-	-	42,929	60,782
Charges for services	-	120,620	-	-	120,620
Interest	28,549	-	13,043	-	41,592
Miscellaneous	3,590	-	-	-	3,590
Total revenues	**459,596**	**120,620**	**14,273**	**42,929**	**637,418**
EXPENDITURES:					
General government	202,997	-	-	42,566	245,564
Public safety	-	-	-	115,503	115,503
Highways and public improvements	-	-	-	99,469	99,469
Parks, recreation and public property	-	-	-	-	-
Debt service:					
Principal	-	78,000	-	5,004	83,004
Interest	-	42,620	-	-	42,620
Total expenditures	**202,997**	**120,620**	**-**	**262,543**	**586,161**
Excess (deficiency) of revenues over (under) expenditures	**256,599**	**-**	**14,273**	**(219,615)**	**51,257**
Other financing sources and (uses):					
Sale of capital assets	-	-	-	87,820	87,820
Transfers in	-	-	-	335,000	335,000
Transfers out	(35,258)	-	-	-	(35,258)
Total other financing sources and (uses)	**(35,258)**	**-**	**-**	**422,820**	**387,562**
Net change in fund balances	**221,341**	**-**	**14,273**	**203,205**	**438,819**
Fund balances - beginning of year	401,038	1,348	250,406	302,607	955,399
Fund balance - end of year	**$ 622,378**	**1,348**	**264,679**	**505,812**	**1,394,217**

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OTHER REPORTS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Mayor and Town Council
Brian Head Town, Utah

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Brian Head Town, Utah (Town) as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise Brian Head Town's basic financial statements, and have issued our report thereon dated February 20, 2026.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Town's internal control. Accordingly, we do not express an opinion on the effectiveness of Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Brian Head Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hafen, Buckner, Everett, & Graff, PC
St. George, Utah
February 20, 2026

HAFEN | BUCKNER

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE AS REQUIRED BY THE STATE COMPLIANCE GUIDE

To the Town Council
Brian Head Town
Brian Head, Utah

Report On Compliance

We have audited the Brian Head Town, Utah's (the Town) compliance with the following applicable state compliance requirements described in the *State Compliance Audit Guide*, issued by the Office of the Utah State Auditor, for the year ended June 30, 2025.

State compliance requirements were tested for the year ended June 30, 2025, in the following areas:

Budgetary Compliance
Fund Balance
Restricted Taxes and Related Revenues
Fraud Risk Assessment
Governmental Fees
Impact Fees
Utah State Retirement Systems

Opinion on Compliance

In our opinion, Brian Head Town, Utah complied, in all material respects, with the state compliance requirements referred to above for the year ended June 30, 2025.

Basis for Opinion

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States (Government Auditing Standards); and the *State Compliance Audit Guide (*Guide*)*. Our responsibilities under those standards and the *State Compliance Audit Guide* are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion. Our audit does not provide a legal determination of the Town's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Town's government programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards, and the Guide will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town's compliance with the requirements of the government program as a whole.

In performing an audit in accordance with GAAS, Government Auditing Standards, and the Guide, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Town's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the *State Compliance Audit Guide* but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or to detect and correct noncompliance with a state compliance requirement on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a state compliance requirement will not be prevented or detected and corrected on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a state compliance requirement that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control and compliance and the results of that testing based on the requirements of the Guide. Accordingly, this report is not suitable for any other purpose. However, pursuant to Utah Code Title 63G, Chapter 2, this report is a matter of public record, and as such, its distribution is not limited.

Hafen, Buckner, Everett & Graff, PC
St. George, Utah
February 20, 2026

Brian Head Town

State Compliance Findings and Recommendations

June 30, 2025

<u>Current Year State Compliance Findings:</u>

None for FY2025.

<u>Prior Year State Compliance Findings:</u>

None for FY2024.

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Mayor and Town Council
Brian Head Town, Utah

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Brian Head Town, Utah's (Town) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Town's major federal programs for the year ended June 30, 2025. The Town's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Town complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2025.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Town's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Town's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Town's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Hafen, Buckner, Everett, & Graff, PC

Hafen, Buckner, Everett, & Graff, PC
St. George, Utah
February 20, 2026

Brian Head Town
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2025

Federal Grantor/Program or Cluster Title	*Federal Assistance Listing Number (ALN)*	*Pass-through Grantor*	*Pass-through Grantor Number*	*Federal Expenditures($)*	*Program Tested in FY2025*
Direct Program(s)					
Department of Homeland Security					
Assistance to Firefighters Grant	97.044		N/A	42,929	
Total Assistance to Firefighters Grant				42,929	
Total Department of Homeland Security				**42,929**	
Pass Through Program(s)					
United States Environmental Protection Agency					
Drinking Water State Revolving Fund	66.468	State of Utah Department of Environmental Quality	3LNS22, SRF#3F1910	2,605,699	**X**
Total Drinking Water State Revolving Fund				2,605,699	
Total United States Environmental Protection Agency				**2,605,699**	
Department of Housing and Urban Development					
Community Development Block Grants/State's program	14.228	Utah Department of Workforce Services	25-DWS-0167	123,551	
Total Community Development Block Grants/State's program				123,551	
Total Department of Housing and Urban Development				**123,551**	
Department of the Treasury					
Coronavirus State and Local Fiscal Recovery Funds	21.027	State of Utah Department of Environmental Quality	SLFRP3929, SRF#3F1861A	384,663	
Total Coronavirus State and Local Fiscal Recovery Funds				384,663	
Total Department of the Treasury				**384,663**	
Total Expenditures of Federal Awards				**$ 3,156,842**	

The accompanying notes are an integral part of this schedule

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOOTNOTES

Note A: Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Brian Head Town (Town) and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and requirements for Federal Awards (the Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Town, it is not intended to and does not present the financial position or changes in financial position of the Town.

Note B: Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting as described in Note 1 of the Town's basic financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note C: Indirect Costs

The Town elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

I. SUMMARY OF AUDITOR'S RESULTS

Government Auditing Standards – Financial Statements

A. Type of audit report issued on the financial statements: Unmodified opinion.

B. Internal control over financial reporting:

Material weakness identified: None.

Significant deficiencies identified that were not considered to be material weaknesses: None.

C. Instances of noncompliance material to the financial statements: None.

Uniform Guidance – Federal Programs

D. Internal control over major programs:

Material weakness identified: None.

Significant deficiencies identified that were not considered to be material weaknesses: None

E. Type of report issued on compliance for major programs: Unmodified opinion.

F. Audit findings required to be reported in accordance with 2 CFR section 200.516(a): None.

G. Major Programs:

Program	**ALN**	**Amount**
Drinking Water State Revolving Fund	66.468	$ 2,605,699

H. Dollar threshold used to distinguish between Type A and B programs: $750,000

I. Brian Head Town does not qualify as a low-risk auditee.

J. Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards*: None.

K. Findings and Questioned Costs Related to Federal Awards: None.

L. Summary Schedule of Prior Audit Findings required to be reported: None.

HAFEN | BUCKNER

Certified Public Accountants
90 E 200 N
St. George, UT 84770
www.HBEG.com

February 20, 2026

To the Mayor, Town Council, and Town Manager:
Brian Head Town

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Brian Head Town, Utah (Town) for the year ended June 30, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 8, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town are described in Note 1 to the financial statements. During the year, Government Accounting Standards Board Statement (GASB) No. 101, compensated absences was implemented. This standard requires the recognition of a liability for leave that is attributable to past service, accumulates, and is likely to be used or paid out. We noted no transactions entered into by the Town during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Town's financial statements were:

1. Uncollectible revenues
2. Useful lives of capital assets

Management's estimate of the uncollectible revenues and useful lives of capital assets is based on prior experience with uncollectible revenues and capital assets. We evaluated the key factors and assumptions used to develop the estimate of the uncollectible revenues and useful lives of capital assets in determining that it is reasonable in relation to the financial statements taken.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements
Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected because of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management
For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during our audit.

Management Representations
We have requested certain representations from management that are included in the management representation letter dated February 20, 2026.

Management Consultations with Other Independent Accountants
In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Town's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters
With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use
This information is intended solely for the use of Mayor, Town Council, and Town Manager and management of Brian Head Town and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Hafen, Buckner, Everett, & Graff, PC

Hafen, Buckner, Everett, & Graff, PC
St. George, Utah
February 20, 2026

Staff Report to the Town Council

Brian Head

Item: Elk Dr and BH Unit 3 SAAs – Assessment Ordinance

Author: Bret Howser
Department: Administration
Date: March 10, 2026
Type of Item: Legislative Action

Summary:

Town Council will consider 2 separate ordinances creating a Board of Equalization (BOE), setting dates for BOE hearings, and providing for noticing for those hearings for each of the Elk Dr and Brian Head Unit 3 Special Assessment Areas (SAA).

Background/Analysis:

The Elk Drive SAA was created by resolution in May 2025 and BH Unit 3 SAA created in December 2025 following a petition and requisite public noticing, hearings, and protest periods. The respective projects have been bid and we are ready to proceed with setting the assessment amount for each SAA.

On February 11, 12, and 13, Board of Equalization (BOE) hearings were held pursuant to resolutions passed by the Town Council on January 13, 2026, and as subsequently noticed to property owners within each proposed SAA. A report of the BOE is attached.

The next, and final, step in the SAA process is to set the actual assessments for each SAA by ordinance. Proposed ordinances are attached.

The proposed assessments for the SAAs would be as follows:

- BH Unit 3 SAA - $900,000 total or $40,909 per lot
- Elk Dr SAA - $575,000 total or $23,958 per lot

Financial Implications:

The Town assumes some financial risk with any SAA. The Town will issue bonds (debt) for the improvements which will be retired by special assessments paid by individual property owners. If, however, individual property owners don't make their assessment payments, the Town must make those payments in order to avoid default on the bonds. The Town may begin a legal process to take the property as collateral for non-payment, but that process could take up to three years. To mitigate this risk, a debt service reserve is included as part of the bond issuance which affords a pool of cash that the Town can use to float non-payment for a period of time.

Board/Commission Recommendation:

N/A

Staff Recommendation:

Staff recommends approving the attached ordinances.

PROPOSED MOTION:

I move to adopt ordinance number 26-002 levying an assessment against properties in Brian Head Unit 3 Special Assessment Area for the purpose of certain improvements in the assessment area.

I move to adopt ordinance number 26-003 levying an assessment against properties in Elk Drive Special Assessment Area for the purpose of certain improvements in the assessment area.

ATTACHMENTS:

A – BOE Final Report
B – BH Unit 3 Assessment Ordinance
C – Elk Drive Assessment Ordinance

MEMORANDUM

BRIAN HEAD

TO: Brian Head Town Council
FROM: SAA Board of Equalization
SUBJECT: BOE Final Report
DATE: February 26, 2026

The Board of Equalization (BOE) hearings for Elk Drive Special Assessment Area (SAA) and Brian Head Unit 3 SAA were held on February 11, 12 and 13, 2026, at 56 N Hwy 143 (Council Chambers) and via Zoom (online), in accordance with the statute governing special assessment areas. The BOE discussed and presented its findings in the regularly scheduled Council meeting held on March 10, 2026. Members of the BOE included Mayor Clayton Calloway, Councilmember Logan Cruz, and Town Manger Bret Howser.

The following are the concerns of property owners regarding the proposed assessments for Elk Drive SAA and Brian Head Unit 3 SAA, as well as the recommendations of the BOE.

Property Owner: Janice Phillips
Parcel ID: A-1148-0005-0041
Property Address: 761 S DRIFTWOOD DR
BOE Proposed Assessment: as originally noticed for the BOE

Property Owner Concerns:
Primary contention is that the assessment is unfair as the cost of the project is distributed on a flat per lot basis rather than based on valuation or another factor.

BOE Recommendation:
According to state statute (§11-42-409), "the assessment method a governing body uses to calculate an assessment may be according to frontage, area, taxable value, fair market value, lot, parcel, number of connections, equivalent residential unit, or any combination of these methods, or any other method as the governing body considers appropriate." Therefore the State allows a municipality to choose from these methods as they consider appropriate. Brian Head Town has chosen with past SAA's installing water lines to assess based on a 'per lot' methodology, as allowed by state code. The Town has 1) documented this methodology in the Town's Special Assessment Area Policy previously adopted by the Town Council, and 2) consistently applied this methodology, including in the case of the Brian Head Unit 3 SAA. This Board sees no requirement under law or special circumstances that necessitate revisiting or overruling the policy established and practiced by the Brian Head Town Council.

The Board of Equalization finds that each assessed property within the proposed assessment areas is assessed in a manner that meets the requirements of Utah Code §11-42-409 and no parcel of property on the assessment list will bear more than its equitable portion of the actual costs that are reasonable. BOE recommends that the Town Council adopt all assessments for Brian Head Unit 3 SAA and Elk Drive SAA as previously noticed.

Clayton Calloway	Logan Cruz	Bret Howser

Brian Head, Utah

March 10, 2026

The Town Council (the "Council") of the Town of Brian Head, Utah (the "Town") met in regular session on March 10, 2026 at 1:00 p.m. at the regular meeting place of said Council at 56 North Highway 143 in Brian Head, Utah, with the following members of the Council present:

Clayton Calloway	Mayor
Logan Cruz	Council Member
Mitch Ricks	Council Member
Larry Freeberg	Council Member
Duane Nyen	Council Member

Also present:

Nancy Leigh	Town Clerk
Bret Howser	Town Manager

Absent:

The Board of Equalization (the "Board of Equalization") for the Brian Head Unit 3 Assessment Area (the "Assessment Area") presented to the Council its report and stated that it had reviewed statements, comments and complaints on each property in the Assessment Area as listed in the report of the hearings of the Board of Equalization.

The following Findings, Recommendation and Decision were then presented to the Council by the Board of Equalization:

FINDINGS

It is the finding of the Board of Equalization that each assessed property within the Assessment Area will be assessed in a manner that meets the requirements of Section 11-42-409 of the Assessment Area Act, Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the "Act"). Furthermore, no parcel of property listed in the assessment list will bear more than its equitable portion of the actual costs that are reasonable of the improvements in the Assessment Area, in accordance with Section 11-42-409 of the Act.

RECOMMENDATION AND DECISION

It is the decision of the Board of Equalization that the proposed assessment list is equitable and that the improvements being financed thereby constitute a benefit to the properties to be assessed. The assessment list as attached as Exhibit A hereto is hereby approved.

The Board of Equalization respectfully recommends that the Council approve and confirm the assessment list and adopt an ordinance levying the assessment set out in the assessment list.

The Town Clerk then noted that the Council is now convened in this meeting for the purpose, among other things, of accepting the Findings, Recommendation and Decision of the Board of Equalization regarding the proposed assessments to be levied within the Assessment Area and adopting an Assessment Ordinance (the "Ordinance") for the Assessment Area. The following ordinance was then introduced in writing, was fully discussed, and pursuant to motion duly made by Council Member _______________ and seconded by Council Member _______________, adopted by the following vote:

AYE:

NAY:

The ordinance was later signed by the Mayor and recorded by the Town Clerk in the official records of the Town. The ordinance is as follows:

ORDINANCE NO. 26-___

AN ORDINANCE CONFIRMING THE ASSESSMENT LIST AND LEVYING AN ASSESSMENT AGAINST CERTAIN PROPERTIES IN THE BRIAN HEAD UNIT 3 ASSESSMENT AREA (THE "ASSESSMENT AREA"), FOR THE PURPOSE OF FINANCING CERTAIN IMPROVEMENTS IN THE ASSESSMENT AREA; ESTABLISHING THE EFFECTIVE DATE OF THE ORDINANCE; AND RELATED MATTERS.

WHEREAS, the Town Council (the "Council") of the Town of Brian Head, Utah (the "Town"), pursuant to the Assessment Area Act, Title 11 Chapter 42, Utah Code Annotated 1953, as amended (the "Act"), and pursuant to a resolution adopted on December 9, 2025 (the "Designation Resolution"), designated the Assessment Area; and

WHEREAS, the Council has now determined the total estimated cost of the Improvements and desires to assess the properties within the Assessment Area, and has prepared an assessment list of the assessments to be levied to finance the cost of the Improvements (the "Assessments"); and

WHEREAS, the Council now desires to confirm the assessment list and to levy said Assessments in accordance with this assessment ordinance:

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

Section 1. Determination of Costs of the Improvements. Capitalized terms used herein but not otherwise defined shall have the meanings ascribed to such terms in the Designation Resolution. The Council has determined that the estimated acquisition, construction and installation costs of the Improvements within the Assessment Area, including estimated overhead costs, administrative costs, costs of funding reserves, capitalized interest, and debt issuance costs, is estimated at $900,000. Such amount to be levied is an estimate, as permitted under Section 11-42-401 of the Act. If the Assessments are not sufficient in amount to complete the Improvements and pay related costs as described above, the Owners shall be responsible to pay the remaining amount in order to complete the Improvements. However, the Town does not guaranty such payments from the Owners. Therefore, if for any reason the Owners do not pay such remaining amount to complete the Improvements, any and all property owners within the Assessment Area shall be responsible for paying any pro-rata share of additional costs required to complete the Improvements, including, but not limited to, an additional assessment on their property without any ability to contest such assessment

Section 2. Assessment List. The Council hereby accepts and adopts the Findings, Recommendations and Decision of the Board of Equalization. The Council also confirms and adopts the assessment list for the Assessment Area, a copy of which is attached hereto as Exhibit A and incorporated herein by reference (the "Assessment List"). The Council has determined that the Assessments are levied according to the benefits to be derived by each assessed property within the Assessment Area and in a manner that meets the requirements of Section 11-42-409 of the Assessment Area Act, Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the "Act").

Section 3. Levy of Assessments. The Council hereby levies an Assessment upon the real property identified in the Assessment List to finance the Improvements. The Assessment levied upon each parcel of property therein described shall be in the amount set forth in the Assessment List. The currently anticipated amount of Assessments expected to be levied reflects an equitable portion of the benefit each parcel of property will receive from the Improvements.

Section 4. Amount of Total Assessments. The Assessments do not exceed in the aggregate the sum of: (a) the estimated contract price or prices for the Improvements (plus related capitalized soft costs); (b) the estimated acquisition price of the Improvements; (c) the reasonable cost of (i) utility services, maintenance, and operation to the extent permitted by the Act, and (ii) labor, materials or equipment supplied by the Town, if any; (d) the price or estimated price of purchasing property, if any; (e) connection fees, if any; (f) the interest on interim warrants issued to finance the Improvements, if any; (g) capitalized interest, if any, on bonds issued to finance the Improvements; (h) overhead costs not to exceed fifteen percent (15%) of the sum of (a), (b), (c) and (e); (i) contingencies of not more than 10% of the sum of (a) and (c), if any; and (j) an amount sufficient to fund a reserve fund, if any.

Section 5. Method. Each of the benefited properties will be assessed within the Assessment Area based upon a per lot methodology, as shown on Exhibit A hereto. Notwithstanding the levy of the Assessments, in order to provide additional security for the payment of Assessments, the Town shall require that all Assessments of all properties owned by the same Owner within the Assessment Area (or an affiliate of the same Owner) be aggregated as a single unified Assessment against all properties owned by the same Owner within the Assessment Area (or an affiliate of the same Owner). As used in this Ordinance, the term "affiliate" means with respect to any Owner, any person that controls, is controlled by or is under common control with such Owner, and the term "control" or "controlled" means the ownership of more than twenty percent (20%) of the outstanding voting ownership interests of the Owner in question or the power to direct the management of the Owner in question (subject to any required approvals for major decisions by anyone holding equity interests in the owner in question).

Section 6. Payment of Assessments; Restriction on Transfer of Property.

(a) The Council has elected to have Assessments payable in full or in ten (10) annual installments and to have the Assessments prepaid prior to any transfer of title of property bearing an Assessment. The Council hereby determines that the Improvements have a useful life of not less than fifty (50) years, that the Improvements have a reasonable useful life for the full period during which the Assessment installments are to be paid, and that it is in the best interest of the Town and the property owners within the Assessment Area that Assessment installments be paid for up to ten (10) years.

Prior to any transfer, whether by purchase or foreclosure or otherwise, of property within the Assessment Area, the Assessment related to such property must be paid in full. No transfers of property will be allowed with any outstanding Assessment. If title to property within the Assessment Area is transferred without the payment in full of the Assessment, irrespective of property owner knowledge or intent with regard thereto, the Town shall be entitled to commence foreclosure proceedings on such property within 30 days of providing notice of the same to the property owner. The aggregate annual

Assessment payments shall be in substantially equal amounts, subject, however, to adjustment as described herein.

Interest on the unpaid balance of the Assessments shall accrue at the same rate or rates as shall be borne by the assessment bonds anticipated to be issued by the Town to pay for the Improvements (or any bonds which refund the same) (the "Assessment Bonds"), plus an annual administration cost incurred by the Town in an amount not to exceed $30,000 per year plus any third party direct out of pocket costs of the Town related to the administration and collection of the Assessments. The Town may outsource all or a portion of the administration services, including legal costs or consulting costs, as an additional out of pocket cost, including, but not limited to, all costs related to foreclosure (and other remedies) and amendments to this Ordinance.

(b) The Town will collect the Assessments by including the Assessments on property tax notices. Assessment installments will be due November 30 of each year beginning November 30, 2026. The bill for each Assessment payment shall be sent on or prior to November 1 of each year, commencing November 1, 2026; provided, however, failure to send any such bill by the scheduled date shall not impact the requirement of property owners to timely pay their Assessments on the due date thereof.

(c) All unpaid installments of an Assessment levied against any parcel of property may be paid prior to the dates on which they become due, but any such prepayment must include an additional amount equal to the interest which would accrue on the Assessment to the next succeeding date on which interest is payable on the Assessment Bonds plus such additional amount as, in the opinion of the Town Mayor (with assistance from the administrator of the Assessments, if any), is necessary to assure the availability of money to pay interest on the Assessment Bonds as interest becomes due and payable, plus any premiums required to redeem the Assessment Bonds on their first available call date pursuant to the master resolution or indenture of trust under which the Assessment Bonds are issued (the "Indenture"), plus any reasonable administrative costs.

Section 7. Default in Payment. If a default occurs in the payment of any assessment installment when due, the Town may (a) declare the delinquent amount to be immediately due and subject to collection or (b) accelerate payment of the total unpaid balance of the assessment and declare the whole of the unpaid principal and interest then due to be immediately due and payable. Additional interest shall accrue and be paid on all amounts declared to be delinquent or accelerated and immediately due and payable at the rate of ten percent (10%) per annum (the "Delinquent Rate"). In addition to interest charges at the Delinquent Rate, costs of collection, including, without limitation, attorney's fees, trustee's fees and court costs ("Collection Costs") incurred by the Town or required by law, shall be charged and paid on all amounts declared to be delinquent or accelerated and immediately due and payable. In lieu of accelerating the total assessment balance when one or more assessment installments become delinquent, the Town may elect to bring an action to collect only the delinquent portion of the assessment plus interest at the Delinquent Rate and Collection Costs. Until such Collection Costs are recovered by the Town, the Town may charge such costs as an additional overhead cost against all Assessments as described in Section 4, with a credit later upon any recovery of such costs.

Upon any default, the Town Treasurer shall give notice in writing of the default to the owner of the property in default as shown by the last available completed real property assessment rolls of Iron County, Utah (the "County"). Notice shall be effective upon deposit of the notice in the U.S. Mail, postage prepaid, and addressed to the owner as shown on the last completed real property assessment rolls for the County or on the official ownership records of the Town. The notice shall provide for a period of thirty (30) days in which the owner shall pay the installments then due and owing together with accrued interest at the regular rate plus costs as determined by the Town Mayor, after which the Town Mayor, on behalf of the Town, may immediately sell the property pursuant to Section 11-42-502.1(2) and related pertinent provisions of the Act, in the manner provided for judicial foreclosures or utilize any other remedy permitted by law. If at the sale no person or entity shall bid and pay the Town the amount due on the Assessment plus interest and costs, the property shall be deemed sold to the Town for these amounts. The Town shall be permitted to bid at the sale. So long as the Town affirmatively elects to retain ownership of the property, it shall pay all delinquent Assessment installments and all Assessment installments that become due. The Town notes it has no current intention of owning the property and will surrender the property "as is" and without guaranty or warranty to owners of the Assessment Bonds in full satisfaction of all obligations to such owners of the Assessment Bonds irrespective of the owners of the Assessment Bonds accepting the same.

The remedies provided herein for the collection of Assessments and the enforcement of liens shall be deemed and construed to be cumulative and the use of any one method or means or remedy of collection or enforcement available at law or in equity shall not deprive the Town of the use of any other method or means. The amounts of accrued interest and all costs of collection, trustee's fees, attorneys' fees, and other reasonable and related costs, shall be added to the amount of the Assessment up to, and including, the date of foreclosure sale.

Section 8. Remedy of Default. If prior to the final date that payment may be legally made under a final sale or foreclosure of property to collect delinquent Assessment installments, the property owner pays the full amount of all unpaid installments that are past due and delinquent with interest on such installments at the Delinquent Rate, plus all costs and attorneys' fees and other costs of collection, the Assessment of said owner shall be restored so that the owner will have the right to make the payments in installments as if the default had not occurred. Any payment made to cure a default shall be applied first, to the payment of attorneys' fees and other costs incurred as a result of such default; second, to interest charged on past due installments, as set forth above; third, to the interest portion of all past due Assessments, if any; and last, to the payment of outstanding principal.

Section 9. Lien of Assessment. An Assessment or any part or installment of it, any interest accruing thereon, and the penalties, attorneys' fees, trustee's fees and other costs of collection therewith shall constitute a lien against the property upon which the Assessment is levied on the effective date of this Ordinance. Said lien shall be superior to the lien of any trust deed, mortgage, mechanic's or materialman's lien, or other encumbrance, shall be equal to and on a parity with the lien for general property taxes, and shall apply without interruption, change of priority, or alteration in any manner to any reduced payment obligations. The lien shall continue until the Assessment, reduced payment obligations, and any interest, penalties, and costs on it are paid, notwithstanding any sale of the property for or on account of a delinquent general property tax, special tax, or other assessment, the issuance of a tax deed, an assignment of interest by the County, or a sheriff's certificate of sale or deed.

Section 10. Reserve Fund. (a) The Town does hereby establish a reserve fund (the "Reserve Fund") in lieu of funding a guaranty fund, as additional security for the Assessment Bonds.

(b) The Reserve Fund may be initially funded from proceeds of the Assessment Bonds in an amount not to exceed the least of (i) ten percent (10%) of the proceeds of the Assessment Bonds determined on the basis of its initial purchase price to the public, (ii) the maximum aggregate annual debt service requirement during any bond fund year for the Assessment Bonds, and (iii) 125% of the average aggregate annual debt service requirement for the Assessment Bonds (the "Reserve Requirement"). The cost of initially funding the Reserve Fund is included in the Assessments of the property in the Assessment Area. Unless otherwise provided in the Indenture, the moneys on deposit in the Reserve Fund, if any, shall, upon the final payment of the Assessment Bonds, be applied to the final Assessment payment obligation of the assessed properties. Unless otherwise provided in the Indenture, if the amounts on deposit in the Reserve Fund exceed the final Assessment obligation, any excess amounts shall be paid by the Town to the owners whose properties were subject to the final Assessment payment obligation on a pro rata basis, as an excess Assessment payment. The adjustment, if any, of the Reserve Requirement will be governed by the provisions of the Indenture.

(c) In the event insufficient Assessments are collected by the Town to make the debt service payments on the Assessment Bonds, the Town shall draw on the Reserve Fund to make up such deficiency, but the Town shall have no obligation to replenish the Reserve Fund with any funds other than those collected from Assessments as described herein.

(d) Amounts recovered by exercise of any of the remedies provided herein or otherwise from delinquent Assessments (and not needed to pay amounts coming due on the Assessment Bonds) shall be used to replenish amounts drawn from the Reserve Fund.

(e) In the event the Assessment Bonds are refunded, the Reserve Requirement may be adjusted by the Town and amounts in the Reserve Fund may be applied to assist in such refunding. Any refunding of the Assessment Bonds is hereby permitted so long as the structure thereof shall not increase the total cost of the Assessments in any one year.

Section 11. Investment Earnings. Except as otherwise provided in the Indenture, all investment earnings on the Reserve Fund shall be maintained in said Fund and applied in the same manner as the other moneys on deposit therein as provided in the Indenture.

Section 12. Contestability. No Assessment shall be declared invalid or set aside, in whole or in part, in consequence of any error or irregularity that does not go to the equity or justice of the Assessment or proceeding. Any party who has not waived his/her objections to the same as provided by statute may commence a civil action in the district court with jurisdiction in Iron County against the Town to enjoin the levy or collection of the Assessment or to set aside and declare unlawful this Ordinance.

Such action must be commenced and summons must be served on the Town not later than sixty (60) days after the effective date of this Ordinance. This action shall be the exclusive remedy of any aggrieved party. No court shall entertain any complaint that the party was authorized to make by statute but did not timely make or any complaint that does not go to the equity or justice of the Assessment or proceeding.

After the expiration of the sixty (60) day period provided in this section:

(a) The Assessment Bonds and any refunding bonds to be issued with respect to the Assessment Area and the Assessments levied in the Assessment Area shall become incontestable as to all persons who have not commenced the action and served a summons as provided for in this section; and

(b) No suit to enjoin the issuance or payment of the Assessment Bonds or refunding assessment bonds, the levy, collection, or enforcement of the Assessments, or in any other manner attacking or questioning the legality of the Assessment Bonds or refunding assessment bonds or Assessments may be commenced, and no court shall have authority to inquire into these matters.

Section 13. Notice to Property Owners. The Town Clerk is hereby authorized and directed to give notice of assessment by mail to the property owners in the Assessment Area. Said notice shall, among other things, state the amount of the assessment and the terms of payment. A copy of the form of notice of assessment is available for examination upon request at the office of the Town Clerk.

Section 14. All Necessary Action Approved. The officials of the Town are hereby authorized and directed to take all action necessary and appropriate to effectuate the provisions of this Ordinance, including the mailing of invoices to property owners in the Assessment Area and the filing of a notice of assessment interest with the Iron County Recorder within five days after the day on which the 25-day prepayment period under the Act has passed.

Section 15. Repeal of Conflicting Provisions. All resolutions or ordinances or parts thereof in conflict with this Ordinance are hereby repealed. The Town Mayor (or any assigned designee of the Town Mayor) may make any alterations, changes or additions to this Ordinance which may be necessary to conform the same to the final terms of the Assessment Bonds, to correct errors or omissions herein, to complete the same, to remove ambiguities herefrom, or to conform the same to other provisions of this Ordinance or any resolution adopted by the Council or the provisions of the laws of the State of Utah or the United States, including technical changes to the description of the boundary of the Assessment Area.

Section 16. Posting of Ordinance. Following its approval, this Ordinance shall be signed by the Mayor and the Town Clerk and shall be recorded in the ordinance book kept for that purpose. The officials of the Town are hereby authorized to make technical corrections to the legal description of the Assessment Area. Copies of this Ordinance shall be posted in a public location within or near the Town's boundaries that is reasonably likely to be seen by individuals who pass through or near the affected area for at least twenty-one (21) days and a copy of this Ordinance shall also be posted on the Utah Public Notice Website (http://pmn.utah.gov) for at least twenty-one (21) days. This Ordinance shall take effect immediately upon its passage and approval and posting as required by law.

PASSED AND APPROVED by the Town Council of the Town of Brian Head, Utah, this March 10, 2026.

(SEAL)

By:___________________________________
Mayor

ATTEST:

By:___________________________________
Town Clerk

STATE OF UTAH)
: ss.
COUNTY OF IRON)

The foregoing instrument was acknowledged before me this March 10, 2026 by Clayton Calloway, the Mayor of the Town of Brian Head, Utah (the "Town"), who represented and acknowledged that he signed the same for and on behalf of the Town.

____
NOTARY PUBLIC

STATE OF UTAH)
: ss.
COUNTY OF IRON)

The foregoing instrument was acknowledged before me this March 10, 2026 by Nancy Leigh, the Town Clerk of the Town of Brian Head, Utah (the "Town"), who represented and acknowledged that she signed the same for and on behalf of the Town.

____
NOTARY PUBLIC

STATE OF UTAH)
: ss.
COUNTY OF IRON)

I, Nancy Leigh, the duly chosen, qualified, and acting Town Clerk of the Town of Brian Head, Utah (the "Town"), do hereby certify that the above and foregoing is a full, true and correct copy of the record of proceedings had by the Town Council at its meeting held on March 10, 2026, insofar as the same relates to or concerns the Brian Head Unit 3 Assessment Area, as the same appears of record in my office.

I certify that the Ordinance levying the special assessments was recorded by me in the official records of the Town on March 10, 2026.

I further certify that copies of the Ordinance were posted in at least three public places within the Town's boundaries for at least 21 days and a copy of the Ordinance was posted on the Utah Public Notice Website (http://pmn.utah.gov) for at least 21 days.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of Town this March 10, 2026.

(SEAL)

By:__________________________________
Town Clerk

EXHIBIT A

ASSESSMENT LIST

Improvements	Total Assessment	Method of Assessment	Assessment Per Lot
All Improvements	$900,000	Per Lot	$45,000

Parcel Number:	Assessment Amount
1148-0005-0004	$45,000
1148-0005-0005	45,000
1148-0005-0008	45,000
1148-0005-0012	45,000
1148-0005-0021	45,000
1148-0005-0022	45,000
1148-0005-0025	45,000
1148-0005-0028	45,000
1148-0005-0030	45,000
1148-0005-0031	45,000
1148-0005-0035	45,000
1148-0005-0036	45,000
1148-0005-0037	45,000
1148-0005-0038	45,000
1148-0005-0039-02	45,000
1148-0005-0040	45,000
1148-0005-0041	45,000
1148-0005-0042	45,000
1148-0005-0043	45,000
1148-0005-0044	45,000
1148-0005-0045	45,000
1148-0009-00AM	45,000

The property is more particularly described as:

That certain real property located in Iron County, State of Utah, described as follows:

TAX ID #A-1148-0005-0004

LOT 14, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0005

LOTS 23,24,25,26 & 27, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0008

LOT 22, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0012

BEG AT PT N15°16'E 152.8 FT FR SE COR OF LOT 10, BLK A, BRIAN HEAD, UNIT 3; N15°16"E 129.6 FT; S65°06'E 167.3 FT; S24°54'W 127.8 FT; N65°06'W 145.6 FT TO POB; (LOC LOTS 15 & 16, BLK A, BRIAN HEAD, UNIT 3).

TAX ID #A-1148-0005-0021

LOT 7, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0022

LOT 8, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0025

LOT 1, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0028

LOT 5, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0030

LOT 28, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0031

BEG AT PT N15°16'E 282.4 FT FR SE COR OF LOT 10, BLK A, BRIAN HEAD, UNIT 3; N15°16'E 123.3 FT; S65°06'E 177.9 FT; S0°55'E 23.4 FT; S24°54'W 100.5 FT; N65°06'W 167.3 FT TO POB. (LOC LOT 15, BLK A, BRIAN HEAD, UNIT 3).

TAX ID #A-1148-0005-0035

LOT 2, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0036

LOT 13, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0037

LOT 4, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0038

BEG AT PT N5°47'E 161.7 FT FR SW COR OF LOT 10, BLK A, BRIAN HEAD, UNIT 3; N5°47'E 137.2 FT; S65°06'E 171.1 FT; S15°16'W 129.6 FT; N65°06'FT W 148.5 FT TO POB. PART OF LOTS 10 & 11, BLK A, BRIAN HEAD, UNIT 3. (ANNEXED FOR 2025 TAX YEAR, WAS C-1148-5-38).

TAX ID #A-1148-0005-0039-02

LOT 6, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0040

BEG AT PT N5°47'E 298.9 FT FR SW COR LOT 11, BLK A, BRIAN HEAD, UNIT 3; N5°47'E 91.2 FT TO PT ON CURV OF 33 FT RADIUS CUL-DE-SAC FR RADIAL LN OF CURV BEAR N21°15'W, ALG 33 FT RADIUS CURV NE'LY TO LEFT 33.9 FT; RADIALLY FR CURV S65°06'E 173.6 FT; S15°16'W 123.3 FT; N65°06'W 171.1FT TO POB.

TAX ID #A-1148-0005-0041

LOT 17, BLK A, BRIAN HEAD, UNIT 3; SEC 10, T36S, R9W, SLM.

TAX ID #A-1148-0005-0042

LOTS 19, 20 & 21, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0043

LOT 18, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0044

LOT 3, BLK A, BRIAN HEAD, UNIT 3.

TAX ID #A-1148-0005-0045

LOT 12, BLK A, BRIAN HEAD, UNIT 3 (ANNEXED FOR 2010 TAX YEAR-WAS C-1148-5-45).

TAX ID #A-1148-0009-00AM

LOT 9, AMENDED PLAT OF PARCEL A-1148-5-33-34 & LOT 9 BLK A, BRIAN HEAD SUBDIVISION UNIT 3.

Brian Head, Utah

March 10, 2026

The Town Council (the "Council") of the Town of Brian Head, Utah (the "Town") met in regular session on March 10, 2026 at 1:00 p.m. at the regular meeting place of said Council at 56 North Highway 143 in Brian Head, Utah, with the following members of the Council present:

Clayton Calloway	Mayor
Logan Cruz	Council Member
Mitch Ricks	Council Member
Larry Freeberg	Council Member
Duane Nyen	Council Member

Also present:

Nancy Leigh	Town Clerk
Bret Howser	Town Manager

Absent:

The Board of Equalization (the "Board of Equalization") for the Town of Brian Head, Utah Special Tax Assessment Area No. 2024-02 (Elk Drive) (the "Assessment Area") presented to the Council its report and stated that it did not receive any statements, comments or complaints from any property owners within the Assessment Area during the hearings of the Board of Equalization.

The following Findings, Recommendation and Decision were then presented to the Council by the Board of Equalization:

FINDINGS

It is the finding of the Board of Equalization that each assessed property within the Assessment Area will be assessed in a manner that meets the requirements of Section 11-42-409 of the Assessment Area Act, Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the "Act"). Furthermore, no parcel of property listed in the assessment list will bear more than its equitable portion of the actual costs that are reasonable of the improvements in the Assessment Area, in accordance with Section 11-42-409 of the Act.

RECOMMENDATION AND DECISION

It is the decision of the Board of Equalization that the proposed assessment list is equitable and that the improvements being financed thereby constitute a benefit to the properties to be assessed. The assessment list as attached as Exhibit A hereto is hereby approved.

The Board of Equalization respectfully recommends that the Council approve and confirm the assessment list, and adopt an ordinance levying the assessment set out in the assessment list.

The Town Clerk then noted that the Council is now convened in this meeting for the purpose, among other things, of accepting the Findings, Recommendation and Decision of the Board of Equalization regarding the proposed assessments to be levied within the Assessment Area and adopting an Assessment Ordinance (the "Ordinance") for the Assessment Area. The following ordinance was then introduced in writing, was fully discussed, and pursuant to motion duly made by Council Member _______________ and seconded by Council Member _______________, adopted by the following vote:

AYE:

NAY:

The ordinance was later signed by the Mayor and recorded by the Town Clerk in the official records of the Town. The ordinance is as follows:

ORDINANCE NO. 26-___

AN ORDINANCE CONFIRMING THE ASSESSMENT LIST AND LEVYING AN ASSESSMENT AGAINST CERTAIN PROPERTIES IN THE TOWN OF BRIAN HEAD, UTAH SPECIAL TAX ASSESSMENT AREA NO. 2024-02 (ELK DRIVE) (THE "ASSESSMENT AREA"), FOR THE PURPOSE OF FINANCING CERTAIN IMPROVEMENTS IN THE ASSESSMENT AREA; ESTABLISHING THE EFFECTIVE DATE OF THE ORDINANCE; AND RELATED MATTERS.

WHEREAS, the Town Council (the "Council") of the Town of Brian Head, Utah (the "Town"), pursuant to the Assessment Area Act, Title 11 Chapter 42, Utah Code Annotated 1953, as amended (the "Act"), and pursuant to a resolution adopted on May 13, 2025 (the "Designation Resolution"), designated the Assessment Area; and

WHEREAS, the Council has now determined the total estimated cost of the Improvements and desires to assess the properties within the Assessment Area, and has prepared an assessment list of the assessments to be levied to finance the cost of the Improvements (the "Assessments"); and

WHEREAS, the Council now desires to confirm the assessment list and to levy said Assessments in accordance with this assessment ordinance:

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

Section 1. Determination of Costs of the Improvements. Capitalized terms used herein but not otherwise defined shall have the meanings ascribed to such terms in the Designation Resolution. The Council has determined that the estimated acquisition, construction and installation costs of the Improvements within the Assessment Area, including estimated overhead costs, administrative costs, costs of funding reserves, capitalized interest, and debt issuance costs, is estimated at $575,000. Such amount to be levied is an estimate, as permitted under Section 11-42-401 of the Act. If the Assessments are not sufficient in amount to complete the Improvements and pay related costs as described above, the Owners shall be responsible to pay the remaining amount in order to complete the Improvements. However, the Town does not guaranty such payments from the Owners. Therefore, if for any reason the Owners do not pay such remaining amount to complete the Improvements, any and all property owners within the Assessment Area shall be responsible for paying any pro-rata share of additional costs required to complete the Improvements, including, but not limited to, an additional assessment on their property without any ability to contest such assessment

Section 2. Assessment List. The Council hereby accepts and adopts the Findings, Recommendations and Decision of the Board of Equalization. The Council also confirms and adopts the assessment list for the Assessment Area, a copy of which is attached hereto as Exhibit A and incorporated herein by reference (the "Assessment List"). The Council has determined that the Assessments are levied according to the benefits to be derived by each assessed property within the Assessment Area and in a manner that meets the requirements of Section 11-42-409 of the Assessment Area Act, Title 11, Chapter 42, Utah Code Annotated 1953, as amended (the "Act").

Section 3. Levy of Assessments. The Council hereby levies an Assessment upon the real property identified in the Assessment List to finance the Improvements. The Assessment levied upon each parcel of property therein described shall be in the amount set forth in the Assessment List. The currently anticipated amount of Assessments expected to be levied reflects an equitable portion of the benefit each parcel of property will receive from the Improvements.

Section 4. Amount of Total Assessments. The Assessments do not exceed in the aggregate the sum of: (a) the estimated contract price or prices for the Improvements (plus related capitalized soft costs); (b) the estimated acquisition price of the Improvements; (c) the reasonable cost of (i) utility services, maintenance, and operation to the extent permitted by the Act, and (ii) labor, materials or equipment supplied by the Town, if any; (d) the price or estimated price of purchasing property, if any; (e) connection fees, if any; (f) the interest on interim warrants issued to finance the Improvements, if any; (g) capitalized interest, if any, on bonds issued to finance the Improvements; (h) overhead costs not to exceed fifteen percent (15%) of the sum of (a), (b), (c) and (e); (i) contingencies of not more than 10% of the sum of (a) and (c), if any; and (j) an amount sufficient to fund a reserve fund, if any.

Section 5. Method. Each of the benefited properties will be assessed within the Assessment Area based upon a per lot methodology, as shown on Exhibit A hereto. Notwithstanding the levy of the Assessments, in order to provide additional security for the payment of Assessments, the Town shall require that all Assessments of all properties owned by the same Owner within the Assessment Area (or an affiliate of the same Owner) be aggregated as a single unified Assessment against all properties owned by the same Owner within the Assessment Area (or an affiliate of the same Owner). As used in this Ordinance, the term "affiliate" means with respect to any Owner, any person that controls, is controlled by or is under common control with such Owner, and the term "control" or "controlled" means the ownership of more than twenty percent (20%) of the outstanding voting ownership interests of the Owner in question or the power to direct the management of the Owner in question (subject to any required approvals for major decisions by anyone holding equity interests in the owner in question).

Section 6. Payment of Assessments; Restriction on Transfer of Property.

(a) The Council has elected to have Assessments payable in full or in ten (10) annual installments and to have the Assessments prepaid prior to any transfer of title of property bearing an Assessment. The Council hereby determines that the Improvements have a useful life of not less than fifty (50) years, that the Improvements have a reasonable useful life for the full period during which the Assessment installments are to be paid, and that it is in the best interest of the Town and the property owners within the Assessment Area that Assessment installments be paid for up to ten (10) years.

Prior to any transfer, whether by purchase or foreclosure or otherwise, of property within the Assessment Area, the Assessment related to such property must be paid in full. No transfers of property will be allowed with any outstanding Assessment. If title to property within the Assessment Area is transferred without the payment in full of the

Assessment, irrespective of property owner knowledge or intent with regard thereto, the Town shall be entitled to commence foreclosure proceedings on such property within 30 days of providing notice of the same to the property owner. The aggregate annual Assessment payments shall be in substantially equal amounts, subject, however, to adjustment as described herein.

Interest on the unpaid balance of the Assessments shall accrue at the same rate or rates as shall be borne by the assessment bonds anticipated to be issued by the Town to pay for the Improvements (or any bonds which refund the same) (the "Assessment Bonds"), plus an annual administration cost incurred by the Town in an amount not to exceed $30,000 per year plus any third party direct out of pocket costs of the Town related to the administration and collection of the Assessments. The Town may outsource all or a portion of the administration services, including legal costs or consulting costs, as an additional out of pocket cost, including, but not limited to, all costs related to foreclosure (and other remedies) and amendments to this Ordinance.

(b) The Town will collect the Assessments by including the Assessments on property tax notices. Assessment installments will be due November 30 of each year beginning November 30, 2026. The bill for each Assessment payment shall be sent on or prior to November 1 of each year, commencing November 1, 2026; provided, however, failure to send any such bill by the scheduled date shall not impact the requirement of property owners to timely pay their Assessments on the due date thereof.

(c) All unpaid installments of an Assessment levied against any parcel of property may be paid prior to the dates on which they become due, but any such prepayment must include an additional amount equal to the interest which would accrue on the Assessment to the next succeeding date on which interest is payable on the Assessment Bonds plus such additional amount as, in the opinion of the Town Mayor (with assistance from the administrator of the Assessments, if any), is necessary to assure the availability of money to pay interest on the Assessment Bonds as interest becomes due and payable, plus any premiums required to redeem the Assessment Bonds on their first available call date pursuant to the master resolution or indenture of trust under which the Assessment Bonds are issued (the "Indenture"), plus any reasonable administrative costs.

Section 7. Default in Payment. If a default occurs in the payment of any assessment installment when due, the Town may (a) declare the delinquent amount to be immediately due and subject to collection or (b) accelerate payment of the total unpaid balance of the assessment and declare the whole of the unpaid principal and interest then due to be immediately due and payable. Additional interest shall accrue and be paid on all amounts declared to be delinquent or accelerated and immediately due and payable at the rate of ten percent (10%) per annum (the "Delinquent Rate"). In addition to interest charges at the Delinquent Rate, costs of collection, including, without limitation, attorney's fees, trustee's fees and court costs ("Collection Costs") incurred by the Town or required by law, shall be charged and paid on all amounts declared to be delinquent or accelerated and immediately due and payable. In lieu of accelerating the total assessment balance when one or more assessment installments become delinquent, the Town may elect to bring an action to collect only the delinquent portion of the assessment plus interest at the Delinquent Rate and Collection Costs. Until such Collection Costs are recovered by the Town, the Town may charge such costs as an additional overhead cost against all Assessments as described in Section 4, with a credit later upon any recovery of such costs.

Upon any default, the Town Treasurer shall give notice in writing of the default to the owner of the property in default as shown by the last available completed real property assessment rolls of Iron County, Utah (the "County"). Notice shall be effective upon deposit of the notice in the U.S. Mail, postage prepaid, and addressed to the owner as shown on the last completed real property assessment rolls for the County or on the official ownership records of the Town. The notice shall provide for a period of thirty (30) days in which the owner shall pay the installments then due and owing together with accrued interest at the regular rate plus costs as determined by the Town Mayor, after which the Town Mayor, on behalf of the Town, may immediately sell the property pursuant to Section 11-42-502.1(2) and related pertinent provisions of the Act, in the manner provided for judicial foreclosures or utilize any other remedy permitted by law. If at the sale no person or entity shall bid and pay the Town the amount due on the Assessment plus interest and costs, the property shall be deemed sold to the Town for these amounts. The Town shall be permitted to bid at the sale. So long as the Town affirmatively elects to retain ownership of the property, it shall pay all delinquent Assessment installments and all Assessment installments that become due. The Town notes it has no current intention of owning the property and will surrender the property "as is" and without guaranty or warranty to owners of the Assessment Bonds in full satisfaction of all obligations to such owners of the Assessment Bonds irrespective of the owners of the Assessment Bonds accepting the same.

The remedies provided herein for the collection of Assessments and the enforcement of liens shall be deemed and construed to be cumulative and the use of any one method or means or remedy of collection or enforcement available at law or in equity shall not deprive the Town of the use of any other method or means. The amounts of accrued interest and all costs of collection, trustee's fees, attorneys' fees, and other reasonable and related costs, shall be added to the amount of the Assessment up to, and including, the date of foreclosure sale.

Section 8. Remedy of Default. If prior to the final date that payment may be legally made under a final sale or foreclosure of property to collect delinquent Assessment installments, the property owner pays the full amount of all unpaid installments that are past due and delinquent with interest on such installments at the Delinquent Rate, plus all costs and attorneys' fees and other costs of collection, the Assessment of said owner shall be restored so that the owner will have the right to make the payments in installments as if the default had not occurred. Any payment made to cure a default shall be applied first, to the payment of attorneys' fees and other costs incurred as a result of such default; second, to interest charged on past due installments, as set forth above; third, to the interest portion of all past due Assessments, if any; and last, to the payment of outstanding principal.

Section 9. Lien of Assessment. An Assessment or any part or installment of it, any interest accruing thereon, and the penalties, attorneys' fees, trustee's fees and other costs of collection therewith shall constitute a lien against the property upon which the Assessment is levied on the effective date of this Ordinance. Said lien shall be superior to the lien of any trust deed, mortgage, mechanic's or materialman's lien, or other encumbrance, shall be equal to and on a parity with the lien for general property taxes, and shall apply without interruption, change of priority, or alteration in any manner to any reduced payment obligations. The lien shall continue until the Assessment, reduced payment obligations, and any interest, penalties, and costs on it are paid, notwithstanding any sale of the property for or on account of a delinquent general property tax, special tax, or other assessment, the issuance of a tax deed, an assignment of interest by the County, or a sheriff's certificate of sale or deed.

Section 10. Reserve Fund. (a) The Town does hereby establish a reserve fund (the "Reserve Fund") in lieu of funding a guaranty fund, as additional security for the Assessment Bonds.

(b) The Reserve Fund may be initially funded from proceeds of the Assessment Bonds in an amount not to exceed the least of (i) ten percent (10%) of the proceeds of the Assessment Bonds determined on the basis of its initial purchase price to the public, (ii) the maximum aggregate annual debt service requirement during any bond fund year for the Assessment Bonds, and (iii) 125% of the average aggregate annual debt service requirement for the Assessment Bonds (the "Reserve Requirement"). The cost of initially funding the Reserve Fund is included in the Assessments of the property in the Assessment Area. Unless otherwise provided in the Indenture, the moneys on deposit in the Reserve Fund, if any, shall, upon the final payment of the Assessment Bonds, be applied to the final Assessment payment obligation of the assessed properties. Unless otherwise provided in the Indenture, if the amounts on deposit in the Reserve Fund exceed the final Assessment obligation, any excess amounts shall be paid by the Town to the owners whose properties were subject to the final Assessment payment obligation on a pro rata basis, as an excess Assessment payment. The adjustment, if any, of the Reserve Requirement will be governed by the provisions of the Indenture.

(c) In the event insufficient Assessments are collected by the Town to make the debt service payments on the Assessment Bonds, the Town shall draw on the Reserve Fund to make up such deficiency, but the Town shall have no obligation to replenish the Reserve Fund with any funds other than those collected from Assessments as described herein.

(d) Amounts recovered by exercise of any of the remedies provided herein or otherwise from delinquent Assessments (and not needed to pay amounts coming due on the Assessment Bonds) shall be used to replenish amounts drawn from the Reserve Fund.

(e) In the event the Assessment Bonds are refunded, the Reserve Requirement may be adjusted by the Town and amounts in the Reserve Fund may be applied to assist in such refunding. Any refunding of the Assessment Bonds is hereby permitted so long as the structure thereof shall not increase the total cost of the Assessments in any one year.

Section 11. Investment Earnings. Except as otherwise provided in the Indenture, all investment earnings on the Reserve Fund shall be maintained in said Fund and applied in the same manner as the other moneys on deposit therein as provided in the Indenture.

Section 12. Contestability. No Assessment shall be declared invalid or set aside, in whole or in part, in consequence of any error or irregularity that does not go to the equity or justice of the Assessment or proceeding. Any party who has not waived his/her objections to the same as provided by statute may commence a civil action in the district court with jurisdiction in Iron

County against the Town to enjoin the levy or collection of the Assessment or to set aside and declare unlawful this Ordinance.

Such action must be commenced and summons must be served on the Town not later than sixty (60) days after the effective date of this Ordinance. This action shall be the exclusive remedy of any aggrieved party. No court shall entertain any complaint that the party was authorized to make by statute but did not timely make or any complaint that does not go to the equity or justice of the Assessment or proceeding.

After the expiration of the sixty (60) day period provided in this section:

(a) The Assessment Bonds and any refunding bonds to be issued with respect to the Assessment Area and the Assessments levied in the Assessment Area shall become incontestable as to all persons who have not commenced the action and served a summons as provided for in this section; and

(b) No suit to enjoin the issuance or payment of the Assessment Bonds or refunding assessment bonds, the levy, collection, or enforcement of the Assessments, or in any other manner attacking or questioning the legality of the Assessment Bonds or refunding assessment bonds or Assessments may be commenced, and no court shall have authority to inquire into these matters.

Section 13. Notice to Property Owners. The Town Clerk is hereby authorized and directed to give notice of assessment by mail to the property owners in the Assessment Area. Said notice shall, among other things, state the amount of the assessment and the terms of payment. A copy of the form of notice of assessment is available for examination upon request at the office of the Town Clerk.

Section 14. All Necessary Action Approved. The officials of the Town are hereby authorized and directed to take all action necessary and appropriate to effectuate the provisions of this Ordinance, including the mailing of invoices to property owners in the Assessment Area and the filing of a notice of assessment interest with the Iron County Recorder within five days after the day on which the 25-day prepayment period under the Act has passed.

Section 15. Repeal of Conflicting Provisions. All resolutions or ordinances or parts thereof in conflict with this Ordinance are hereby repealed. The Town Mayor (or any assigned designee of the Town Mayor) may make any alterations, changes or additions to this Ordinance which may be necessary to conform the same to the final terms of the Assessment Bonds, to correct errors or omissions herein, to complete the same, to remove ambiguities herefrom, or to conform the same to other provisions of this Ordinance or any resolution adopted by the Council or the provisions of the laws of the State of Utah or the United States, including technical changes to the description of the boundary of the Assessment Area.

Section 16. Posting of Ordinance. Following its approval, this Ordinance shall be signed by the Mayor and the Town Clerk and shall be recorded in the ordinance book kept for that purpose. The officials of the Town are hereby authorized to make technical corrections to the legal description of the Assessment Area. Copies of this Ordinance shall be posted in a public location within or near the Town's boundaries that is reasonably likely to be seen by individuals who pass through or near the affected area for at least twenty-one (21) days and a copy of this Ordinance shall also be posted on the Utah Public Notice Website (http://pmn.utah.gov) for at least twenty-one (21) days. This Ordinance shall take effect immediately upon its passage and approval and posting as required by law.

PASSED AND APPROVED by the Town Council of the Town of Brian Head, Utah, this March 10, 2026.

(SEAL)

By:___________________________________
Mayor

ATTEST:

By:________________________________
Town Clerk

STATE OF UTAH)
: ss.
COUNTY OF IRON)

The foregoing instrument was acknowledged before me this March 10, 2026 by Clayton Calloway, the Mayor of the Town of Brian Head, Utah (the “Town”), who represented and acknowledged that he signed the same for and on behalf of the Town.

____
NOTARY PUBLIC

STATE OF UTAH)
: ss.
COUNTY OF IRON)

The foregoing instrument was acknowledged before me this March 10, 2026 by Nancy Leigh, the Town Clerk of the Town of Brian Head, Utah (the “Town”), who represented and acknowledged that she signed the same for and on behalf of the Town.

____
NOTARY PUBLIC

STATE OF UTAH)
: ss.
COUNTY OF IRON)

I, Nancy Leigh, the duly chosen, qualified, and acting Town Clerk of the Town of Brian Head, Utah (the "Town"), do hereby certify that the above and foregoing is a full, true and correct copy of the record of proceedings had by the Town Council at its meeting held on March 10, 2026, insofar as the same relates to or concerns the Town of Brian Head, Utah Special Tax Assessment Area No. 2024-02 (Elk Drive), as the same appears of record in my office.

I certify that the Ordinance levying the special assessments was recorded by me in the official records of the Town on March 10, 2026.

I further certify that copies of the Ordinance were posted in at least three public places within the Town's boundaries for at least 21 days and a copy of the Ordinance was posted on the Utah Public Notice Website (http://pmn.utah.gov) for at least 21 days.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of Town this March 10, 2026.

(SEAL)

By:__________________________________
Town Clerk

EXHIBIT A

ASSESSMENT LIST

Improvements	Total Assessment	Method of Assessment	Assessment Per Lot
All Improvements	$575,000	Per Lot	$23,958.34

Parcel Number:	Assessment Amount
A-1211-0079-0000	$23,958.34
A-1211-0080-0000	23,958.34
A-1211-0081-0000	23,958.34
A-1211-0082-000A	23,958.34
A-1211-0084-0000	23,958.34
A-1211-0085-0000	23,958.34
A-1211-0086-0000	23,958.34
A-1211-0087-0000	23,958.34
A-1211-0088-0000	23,958.34
A-1211-089A-0000	23,958.34
A-1211-0091-0000	23,958.34
A-1211-093A-0000	23,958.34
A-1211-0094-0000	23,958.34
A-1211-0095-0000	23,958.34
A-1211-0096-0000	23,958.34
A-1211-0097-0000	23,958.34
A-1211-0098-0000	23,958.34
A-1211-0099-0000	23,958.34
A-1211-0100-0000	23,958.34
A-1211-0101-0000	23,958.34
A-1211-0102-0000	23,958.34
A-1211-0103-0000	23,958.34
A-1211-0104-0000	23,958.34
A-1211-0105-0000	23,958.34

The property is more particularly described as:

That certain real property located in Iron County, State of Utah, described as follows:

Tax ID #: A-1211-0079-0000

All of Lot 79, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0080-0000

All of Lot 80, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0081-0000

All of Lot 81, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0082-000A

All of Lot 82A, Lots 82 and 83, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of

Tax ID #: A-1211-0084-0000

All of Lot 84, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0085-0000

All of Lot 85, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0086-0000

All of Lot 86, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0087-0000

All of Lot 87, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0088-0000

All of Lot 88, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-089A-0000

All of Lot 89A, Lots 89 and 90, Cedar Breaks Mountain Estates, Unit "C" Amended, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0091-0000

All of Lots 91 and 92, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-093A-0000

All of Lot 93A, Lots 93 and 120, Cedar Breaks Mountain Estates, Unit "C", Amended, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0094-0000

All of Lot 94, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0095-0000

All of Lot 95, Cedar Breaks Mountain Estates, Unit "C", a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0096-0000

All of Lot 96, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0097-0000

All of Lot 97, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0098-0000

All of Lot 98, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0099-0000

All of Lot 99, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0100-0000

All of Lot 100, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0101-0000

All of Lot 101, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0102-0000

All of Lot 102, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0103-0000

All of Lot 103, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0104-0000

All of Lot 104, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Tax ID #: A-1211-0105-0000

All of Lot 105, Cedar Breaks Mountain Estates, Unit “C”, a Subdivision, according to the official plat thereof, recorded in the office of the County Recorder of Iron County, State of Utah.

Staff Report to the Town Council

Brian Head

Item: Code Compliance Policy Adoption

Author: Bret Howser
Department: Administration
Date: March 10, 2026
Type of Item: Discussion

Summary:

The Council will consider adoption of an updated Code Compliance Policy based on input from the Strategic Planning Retreat.

Background:

Prior to 2020, code enforcement wasn't assigned to any specific staff member, and no formal process was established until 2019. When issues arose, staff handled it in a reactive manner. During the 2020 Covid pandemic, however, the community felt less safe and wanted more enforcement measures from the Town.

A common refrain heard from vocal residents/business owners at the time was, "Why do we have these laws if we're not going to enforce them?" For some issues (such as illegal tree removal [clear cutting lots with no plans to build]), responding to complaints was considered insufficient and just too late. At the time (prior to 2020) code enforcement was placed upon the Public Works Admin Assistant as an official duty, with the Town Manager filling in. One of the major issues was "weekend warriors" coming up and doing work without a permit on the weekends when staff wasn't looking, so in response to this, the Town started running occasional Saturday shifts.

In 2021-22, the Council engaged in a very public process around upgrades to public safety service. The public made little distinction between traditional public safety roles and more administrative code enforcement issues. In the end, a property tax increase was approved (along with a new nightly rental tax) which funded new public safety officers (sufficient to provide overnight service and double coverage during the days) as well as a new code enforcement officer position. The Town subsequently hired a code enforcement officer, which allowed staff to be more proactive with code enforcement. Since that time, staff have routinely performed proactive code enforcement patrols, including on weekends along with "sweeps" of common violation issues, such as illegal camping in single-family residential zones, not having portable restroom/dumpster on job sites, etc.

Ther current Code Enforcement Policy requires a warning to be given prior to actual fines. The vast majority of issues are resolved with the warning notice, with relatively few fines having been issued over the past few years. An Ad Hoc Committee was created in 2025 with the purpose of giving recommendations to the Council on what the citizens' concerns were about the Town's operations and policies. The final report was submitted to the Council in December 2025 and there were several items that addressed concern with how code enforcement was being conducted. As a result of the recommendation from the Ad Hoc Committee, staff sought renewed policy direction from the Town Council at the Strategic Planning Retreat in January 2026.

ANALYSIS:

A draft update of the Code Enforcement Policy – now re-named the Code "Compliance" Policy – was presented to Council on February 24, 2026. Council gave input to staff to clarify who the Appeal Authority is, and to further soften language, such as the words "violation" and "enforce".

There was also discussion around whether to include citizens/residents unaffiliated with the Town on the Administrative Hearing Board. Staff made an argument that having untrained persons with no accountability to the Chief Administrative Officer effectively carrying out an administrative task (particularly one with potential legal ramifications of the Town) is not the wisest course of action. Furthermore, the desire to give people their "day in court" with something resembling a "jury of their peers" is satisfied after the administrative hearing via the appeal authority hearing, and then further satisfied by the fact that these actions can be legally challenged in the judicial system.

Staff changed all iterations of the word "violation" to "non-compliance". However, we did not completely remove the word "enforce" from the policy. In our view, while the program is now Code *Compliance* generally, this is still made up of two parts: 1) Education, and 2) Enforcement, with the education part being the primary focus and the hope that enforcement is only required for an extreme minority of cases. But we don't want the policy to indicate that legal enforcement is not an option.

The attached draft update of the Code Compliance Policy is based on input received at the strategic planning retreat and in Council on Feb 24. Specifically, staff attempted to address the following items:

- Emphasize an educational approach and more clearly provide for softer warnings upfront
    - "Educate, educate, accelerate"
- Soften the language, with a focus on ***compliance*** above ***enforcement***.
- More clearly formulate the Administrative Hearing board and the Appeal Authority
    - Add non-staff
- Be more clearly on timelines for appeals

While it's not officially part of the policy being considered for adoption, we have attached a draft of the new "Notice of Non-Compliance" (replacing the old Warning of Violation letter). Staff desires feedback from the Council on this prior to implementing.

STAFF RECOMMENDATION:

Staff recommends adopting the attached Administrative Policy by resolution.

RECOMMENDED MOTION:

I move to adopt resolution number 26-566 adopting an administrative Code Compliance Policy as presented.

ATTACHMENTS:

A – Resolution No 26-566
B – Draft Notice of Non-Compliance

RESOLUTION NO. 26-___

A RESOLUTION AMENDING THE CODE COMPLIANCE ADMINISTRATIVE POLICY FOR THE TOWN OF BRIAN HEAD AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, The Town established an Administrative Code Enforcement Policy in July 2019 to identify the basic procedures for Code Enforcement of the Town ordinances; and;

WHEREAS, the Town Council recognizes the need to amend the 2019 Code Enforcement policy in an effort to educate and identify the purpose and intent of Code Enforcement by changing "Code Enforcement" to "Code Compliance", and;

WHEREAS, the Town Council has determined it is in the town's best interest to amend and change the name from Code Enforcement Policy to Code Compliance Policy and clarify the procedures Code Compliance for the health, safety, and welfare of its citizens.

NOW, THEREFORE BE IT RESOLVED by the Brian Head Town Council, that this Resolution hereby amends the Code Compliance Administrative Policy for Brian Head Town as Attachment "A".

Section 1. ADOPTION: The Brian Head Town Code Compliance Policy (attachment A) is hereby adopted; and

Section 2. EFFECTIVE DATE. This Resolution shall take effect upon its passage by a majority vote of the Brian Head Town Council.

Section 3. SEVERABILITY CLAUSE. If any section, subsection, sentence, clause, phrase, or portion of this resolution 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 Resolution.

Section 4. REPEALER, any prior resolutions and/or policy which identifies Special Assessment Area for Brian Head Town are hereby repealed.

ADOPTED, APPROVED, and ORDERED by majority vote at a duly called meeting of the Town Council of Brian Head, Utah this ____ day of March 2026.

Town Council Vote:

Mayor Clayton Calloway	Yes____	No____
Council Member Larry Freeberg	Yes____	No____
Council Member Mitch Ricks	Yes____	No____
Council Member Duane Nyen	Yes____	No____
Council Member Logan Cruz	Yes____	No____

BRIAN HEAD TOWN

____

Clayton Calloway, Mayor

ATTEST:

____

Nancy Leigh, Town Clerk

SEAL)

DRAFT

BRIAN HEAD

ADMINISTRATIVE CODE ~~ENFORCEMENT~~ COMPLIANCE POLICY

PURPOSE & INTENT

It is the intent of Brian Head to promote the health, safety and welfare of the residents and guests who visit and live in Brian Head Town. Part of this responsibility includes protecting the town from blighting and deteriorating conditions that have a negative impact on area property values and ~~guests'~~ the experience~~s~~ of residents and guests. ~~Towards this end, Municipal Code requirements were adopted and enforced.~~ This protection of the Brian Head Experience is primarily attained through the education of the public regarding local ordinances and subsequent enforcement of those ordinances where compliance is not achieved voluntarily.

CODE ~~ENFORCEMENT PURPOSE AND~~ COMPLIANCE GOALS

~~The purpose of code enforcement is to protect the public's health, safety and general welfare through limitations of violations of the Brian Head Town Code.~~

It is the town's ~~intent~~ goal to 1) educate the public regarding local ordinances in an effort to obtain voluntary compliance first and foremost, and 2) to enforce the code equitably and to apply the level of enforcement that best fits the specific ~~types and~~ circumstances of the code ~~violation~~non-compliance~~(s)~~ with the end goal of achieving compliance with the code. Every code ~~violation~~ non-compliance is different and the method of dealing with it should reflect what is necessary in order to resolve it rather than to be unnecessarily punitive. ~~Property owners should always have the option of using the least expensive option in order to come into compliance with the code.~~

All actions of inspectors/staff must be fully and clearly documented, and all cases must be followed through to completion in a timely manner, using the most suitable means available.

SPECIFIC GOALS FOR IMPROVING SERVICE TO CITIZENS

Code ~~Enforcement~~ compliance will:

- Seek to educate the public on common code infractions and ordinances specific to Brian Head Town
- Partner with other town departments, government agencies and citizens to identify instances of code ~~violations~~non-compliance.
- Improve communications with citizens.
- Code ~~Enforcement~~ compliance educational material and resources will be advertised on the town's web page and other media resources in an effort to open communications with the public that ~~code enforcement~~ Town staff is available to listen and hopefully resolve code issues of the town's citizens.

OPERATIONS AND BASIC PROCEDURES

If a complaint or issue is unrelated to code ~~enforcement~~compliance, every effort will be made to forward the concern to the appropriate town department or agency. Code ~~enforcement~~ compliance action may be initiated by any of the following methods:

Citizen Complaint

- By telephone
- Email
- Citizen filling out a complaint with town staff
- In the field.

Referral from another town department

- Businesses
- Agencies
- Neighborhood groups

Proactive efforts by Town staff

- Staff recognition of common infractions that require broad public education
- Specific staff identified infractions that require urgent attention

When a complaint is received, it will be investigated by staff to determine if there is a ~~violation~~ in fact non-compliance ~~of~~ with the Town Code, and if found valid, the compliance ~~enforcement~~ process will begin:

1. Staff will determine the "responsible party" associated with the instance of ~~violation~~non-compliance.
~~1.~~2. Where the non-compliance does not have an immediate severe impact to another party or a public safety issues is not imminent, the "responsible party" will

be gently and courteously educated regarding compliance with local codes and invited to come into compliance.

~~2.~~3. If education fails to achieve compliance within an appropriate timeframe, ~~The~~ the "responsible party" will be provided with an official "notification of non-compliance"~~notified that a violation exists~~. This notification may be either by direct contact, telephone, email or ~~citation~~ physical letter or a combination of one or more of these methods. This notification shall inform the responsible party of the code for which they are not in compliance and present evidence of such. The responsible party will be given a reasonable timeframe to come into compliance.

~~3.~~4. Brian Head Town staff may issue citations identifying a range of potential fines and/or mandatory court appearances where non-compliance persists after education and an official notification of non-compliance. In cases where non-compliance is severe, irreparable, repeated or endanger public safety, staff may issue immediate citations or refer the matter to Public Safety for criminal enforcement.

~~4.~~5. If ~~violation(s)~~non-compliance ~~are~~ is not abated within reasonable timelines, the case may be referred to the Administrative Hearing Officer or Iron County Judicial system.

Invalid or Frivolous Complaints

Occasionally, complaints will be received, and an inspection will reveal ~~that a~~ compliance with code ~~violation has not occurred~~. In such cases, the inspection should be documented by providing a description of what was seen and identifying the complaint as invalid.

~~***Encouraging Voluntary Compliance***~~

~~There are situations where it is likely that a violation can be remedied with a verbal notice, but such notice will be documented and be considered the first notification of violation. If a violation is not quickly remedied, a citation letter will be sent.~~

ADMINISTRATIVE HEARING

If the "responsible party" decides to dispute a citation issued by the Town, they must submit a written request for an Administrative Hearing to the Town Clerk within ten (10) days of the action or decision for which they are requesting a hearing. The Town Clerk will schedule a hearing within a reasonable time frame. Written notice of the date set for the administrative hearing shall be mailed to the applicant at least ten (10) days before the hearing date. Hearings may be conducted in person or virtually.

Administrative Hearing Board

The administrative hearing board shall be comprised of the Town Manager or designee, a member of the Town Council, and a member of the Planning Commission.

~~PROCEDURES FOR THE ADMINISTRATIVE HEARING~~*Procedure for Administrative Hearing*

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1. The staff will present identifying facts of ~~the~~ code ~~violation(s)~~non-compliance.
2. The "responsible party" may present their ~~case~~evidence and reasoning.
3. Administration will render a decision in writing and provide a copy to staff and the "responsible party".
4. Failure to abate ~~the violation(s)~~non-compliance or to follow the administrative order will result in imposition of penalties and/or civil/criminal procedures.

APPEALS

Any person aggrieved by a final decision of an Administrative Hearing may make an appeal to the Appeal Authority (as defined in Town Code Title 9 Ch 2). All appeals shall be made according to the following procedures:

1. The appeal shall be made within ten (10) days of the action or decision being appealed by filing written notice of appeal with the Town Clerk.
2. The notice of appeal shall specify all grounds for the appeal and circumstances related thereto. Such notice shall set forth in detail the action and grounds upon which the applicant or other interested parties deem themselves aggrieved. A notice failing to specify grounds for appeal may be summarily dismissed by the Appeal Authority without prejudice.
3. All documents and exhibits constituting the record upon which the action appealed was made shall be presented to the Town Clerk with the notice of appeal.
4. The Appeal Authority or Town Clerk shall set the date for the appeal hearing to be held within a reasonable time from the day the appeal is received. Written notice of the date set for hearing the appeal shall be mailed to the applicant at least ten (10) days before the appeal hearing date.
5. The filing of an appeal shall stay all proceedings and actions in furtherance of the matter appealed, pending decision of the Appeal Authority. The stay shall exist unless the appeal authority finds, after the notice of appeal has been filed, that the

stay would cause imminent peril to life or property. In such case, proceedings shall not be stayed, other than by an appropriate order issued by a court having jurisdiction.

Action Taken:

After hearing the appeal, the Appeal Authority may reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination appealed from, and may make such order, requirement, decision, or determination as ought to be made, and to that end shall have all the powers of the officer or body from which the appeal is made. The Appeal Authority shall issue its decision in writing.

Judicial Review of Decision:

Time Limitation: Any person aggrieved by any decision by the Appeal Authority may file an action for relief therefrom in any court of competent jurisdiction within thirty (30) days after the filing of the decision of the Appeal Authority with the Town Clerk.

If ~~a violation within~~ a separate section of Town Code already identifies a specific appeal process for non-compliance with that section of code, then that particular code's process will take precedent.

All fees and administrative fines will be identified in the Brian Head Town Consolidated Fee Schedule.

Dated: March ~~25, 2019~~10, 2026

____
Bret Howser, Town Manager

ATTEST:

____
Nancy Leigh, Town Clerk

February 25, 2026

Property owner

Notice of Non-Compliance with Town Code

Location: Address

Dear Property / Business Owner:

We hope this letter finds you well. The purpose of this notice is to inform you of an item(s) that requires attention regarding your property listed above and to provide guidance on how to resolve it.

This is not a notice of any official legal action. We understand that you are most likely unaware of the code at issue, so our goal is to work with you to resolve this matter. We invite you to reach out to the Town to assist you to fully understand how the Town code applies in this instance and options for coming into compliance.

During a recent review of the property, we noticed the following item(s) that needs attention to meet Brian Head Town requirements: Operating without a license.

Code Section at Issue	Code Description	Requested Action
3-2A-1	"Unless exempted by state or federal law, or by this title, it shall be unlawful for any person to engage in business within the town, whether on a temporary or permanent basis, without first procuring the license required by this article. (Ord. 08-017, 8-26-2008)	Renew Short Term Rental

<u>Goal for Compliance</u>

We kindly request that this matter be addressed **<u>by June 18, 2023</u>**. If it remains unresolved after that date, Town staff will be required to follow more stringent legal processes to ensure compliance. However, our primary goal is to avoid such processes and work with property owners to bring properties into compliance in a positive and timely manner.

We truly appreciate your cooperation and are happy to assist in any way to help bring the property into compliance. If you have already resolved the matter, please let us know so we can update our records. Once you have resolved the issue noted above, we would appreciate if you contact our office so we can confirm compliance and note it in our records.

Contact:
Amanda Hunter
Code Compliance Officer
Brian Head Town
435-677-2029
ahunter@bhtown.utah.gov

STAFF REPORT TO THE TOWN COUNCIL

BRIAN HEAD

ITEM: DRAFT FY 2027 STRATEGIC PLAN REVIEW

AUTHOR: Bret Howser
DEPARTMENT: Administration

DATE: March 10, 2026
TYPE OF ITEM: Discussion

SUMMARY:

Council will review and discuss the attached Draft FY 2027 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 2026 Strategies & Action Steps. Based on discussion and direction from that retreat, staff has drafted a proposed FY 2027 Strategic Plan.

ANALYSIS:

The Draft FY 2027 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 following the budget workshop in April.

FINANCIAL IMPLICATIONS:

The FY 2027 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 2027 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 2027 Strategic Plan

AMERICA 250™

BRIAN HEAD

FISCAL YEAR 2027 STRATEGIC PLAN

Proposed March 10, 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 2027 (July 1, 2026 thru June 30, 2027).

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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Appendix A: Horizon Framework Planning A-1

Appendix B: FY 2026 Strategic Update Report B-1

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.

Strategic Process

Community Vision

↓

Town Goals

↓

Strategies

↓

Action Steps

↓

Resource Allocation

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

STRATEGIES & ACTION STEPS

This FY 2027 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 2027 Budget Document will be completed in April 2026 and can be found online at www.brianheadtown.utah.gov or by contacting Town Hall at 435-677-2029.

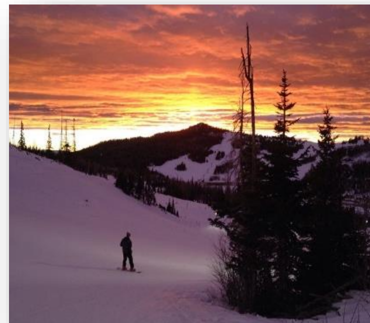
TOWN GOALS

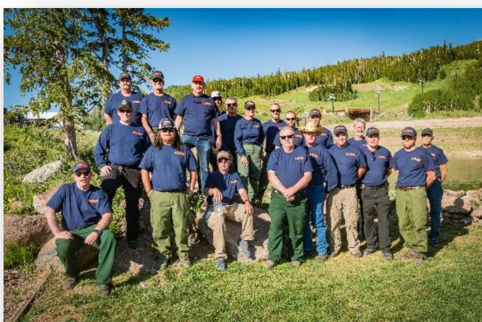
Each January the Town Council meets in a Strategic Planning Retreat to set broad guiding strategic policy for the year. During this retreat, the Council reviews the Town's progress toward the existing Town Goals and considers any potential modifications of the Town Goals.

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 2027.

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



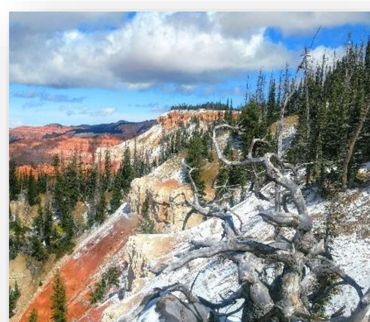


Culture

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 2nd/4th Tuesday	N. Leigh	Ongoing
Hold Planning Commission each 1st/3rd Tuesday	G. Sant	Ongoing
~~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~~
Annual Community Input Forum	N. Leigh	12/2026
Conduct annual open meeting training	C. Claridge	04/2027
Investigate AI podcast-type summaries of meetings	N. Leigh	12/2026
Scope out AV improvements in Council Chambers/PS Training Rm	B. Howser	09/2026

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. Howser	Quarterly
Monthly news/information poster (posted and emailed)	Guest Svcs Rep	Monthly
Community input/engagement activity at Fireman Breakfast	B. Howser	07/2026
Complete backlogged Planning Commission minutes	N. Leigh	06/2027
Project management website improvements	B. Howser	07/2026
Collect email addresses for those interested in project updates	B. Howser	07/2026
Implement Mailer Lite email contact system	N. Leigh	07/2026

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	09/2026
~~Investigate Interactive Voice Response to automate call routing~~	~~S. Williamson~~	~~09/2025~~
~~Design, purchase, and install office placards in Town Hall~~	~~S. Williamson~~	~~09/2025~~
Utility billing/bulk water cross training refresher	A. Hunter	12/2026
Building permit cross training refresher	G. Sant	03/2027

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	Guest Svcs Rep	Ongoing
Renew records officer certification	N. Leigh	03/2027
~~Complete electronic archiving of physical bldg/planning records~~	~~G. Sant~~	~~06/2026~~
Complete electronic archiving of physical admin/public works records	N. Leigh	06/2027
~~Conduct RFP for codification software (budget pending)~~	~~N. Leigh~~	~~06/2026~~
Implement codification software (budget pending)	N. Leigh	06/2027

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**
Brian Head Arbor Day event	A. Hunter	07/2026
Fall Town cleanup (give it another try, see if it grows)	Guest Svcs Rep	09/2026
Fall community hike and barbeque	T. Whitelaw	09/2026
Spring Town cleanup	A. Hunter	05/2027
Town fuel mitigation event	A. Burton	06/2027
Volunteer trail cleanup/maintenance	B. Johnson	06/2027

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

~~**Goals Impacted:** Culture #1 & #2~~

~~**Action Step**~~	~~**Lead Staff**~~	~~**By When**~~
~~Design and price out Frontier Homestead Brian Head display~~	~~N. Leigh~~	~~09/2025~~
~~Scrapbook restoration/compilation~~	~~D. Calloway~~	~~12/2025~~
~~50th Celebration Event (summer portion)~~	~~N. Leigh~~	~~07/2025~~

***Strategy:** Improve quality and accountability of public engagement through 311 system (PI06)*

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

Action Step	Lead Staff	By When
Draft a 311 response process and policy, adopt as admin policy	N. Leigh	07/2026
Create an online tracking system for 311 requests/resolutions	N. Leigh	08/2026
Train staff on 311 response and tracking process	N. Leigh	08/2026
Market the "Yellow Button" via print, social media, email list	C. Claridge	09/2026
Report 311 data to the Council semi-annually	B. Howser	Semi-Annual
Develop Brian Head Town "Culture of Courtesy" Model	B. Howser	07/2026
Hold all-staff trainings on "Culture of Courtesy"	B. Howser	Annual

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	03/2027
Make LMC adjustments required by 2026 legislative changes (if any)	G. Sant	12/2026
Attend American Planning Association Conference	G. Sant	05/2027
Train Planning Commission 4-hrs per year	G. Sant	06/2027

***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~~ 17 days	G. Sant	Ongoing
Implement land use online permits ~~(include Special Assessment)~~	G. Sant	10/2026
Building season kickoff contractor/realtor information seminar	G. Sant	04/2027
Online building guide and inspection list	G. Sant	07/2026

***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

Train and implement 2024 IRC	G. Sant	12/2026
Create Public Works Inspection procedures/checklist	J. Tubbs	06/2027

***Strategy:** ~~Ensure adherence to policies through consistent code~~ Obtain voluntary code compliance with an emphasis on education before acceleration (CD04)*

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

Action Step	Lead Staff	By When
Code compliance shifts on Saturdays (min ~~3~~2/month in summer~~, busy weekends in winter~~)	A. Hunter	Ongoing
Deliver code compliance report to Council end of summer/winter (and publish on website)	A. Hunter	Biannually
Annual code compliance refresher with Public Safety staff	A. Hunter	04/2027
Property Rights Ombudsman – Code compliance process training	A. Hunter	07/2026
Code Officer Safety Specialist – ICC Credential	A. Hunter	09/2026
Implement "Code Compliance Corner" social media videos	C. Claridge	06/2027
Brian Head Town Code familiarization trainings with key staff	B. Howser	Quarterly

***Strategy:** Implement workforce housing plan (CD05)*

Goals Impacted: Economy #4

Action Step	Lead Staff	By When
~~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~~
Develop draft agreement with Cedar City Housing Authority to manage deed-restricted affordable units once they are constructed	B. Howser	06/2027

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	C. Claridge	Ongoing
Coordinate public services through event permitting	N. Leigh	Ongoing
Offer banner pole use for events with fee for Town to hang it	N. Leigh	Ongoing
Propose fees for event services with discounts for newer events	N. Leigh	07/2026
4th of July fireworks ~~(or drone show)~~	D. Benson	07/2026
Continue pilot program for summer lift operations with Tourism Bureau and Brian Head Resort	B. Howser	10/2026

New Year's fireworks	D. Benson	12/2026
Work with Chamber of Commerce to take over Christmas lighting event on Thanksgiving week	A. Hunter	11/2026

Strategy: General area marketing (ED02)

Goals Impacted: Economy #2 & #4

Action Step	Lead Staff	By When
~~Quarterly b~~Business spotlight on social media (coordinated with Chamber of Commerce)	C. Claridge	Quarterly
Annual report to Council from Tourism Bureau/Chamber	B. Howser	01/2027
Invite businesses to participate in marketing co-op	B. Howser	03/2027
Administer marketing co-op	B. Howser	06/2027
Apply for 2026-27 marketing co-op	B. Howser	06/2027

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

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

Action Step	Lead Staff	By When
~~Enter agreement with Iron County and assume maintenance responsibility for Brian Head Peak Rd~~	~~B. Howser~~	~~07/2025~~
Organize local business funding for peak observation phase II and supply in-kind services	B. Howser	09/2026
~~Complete peak road milling with Forest Service~~	~~B. Howser~~	~~09/2025~~
Funding strategy for center turn lanes	B. Howser	06/2027
~~Master plan community plaza to replace existing Town Hall with community center, outdoor stage, etc.~~	~~B. Howser~~	~~06/~~
Apply for grant to complete parking master plan	B. Howser	06/2027
~~Work with USFS on campground plan for Bear Flat (two year plan – get grant for NEPA for campground improvements and trail to CBNM)~~	~~B. Howser~~	~~06/2027~~
Renew Community Development Area (CDA) Interlocal Agreement	B. Howser	07/2026
Develop lot behind Town Hall to all-weather overflow parking	J. Tubbs	10/2026
Clear Brian Head Peak Road of snow to dry out for summer	J. Tubbs	05/2027
Install gate on Brian Head Peak Road	J. Tubbs	10/2026
Grade Brian Head Peak Road	J. Tubbs	07/2026

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~~	~~07/2025~~
Implement CivicPlus business licensing software	C. Claridge	08/2026
Public tutorial on new business license software	C. Claridge	09/2026
Review business license code for consistency	C. Claridge	~~12~~08/2026

Reduce days to revocation for license after non-renewal to limit accumulated fines	C. Claridge	08/2026
~~Adjust our process consistent with new statute for nightly rentals (Knotwell language)~~	~~N. Leigh~~	~~07/2025~~

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 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
~~Acquire/install replacement fuel dispenser~~	~~N. Leigh~~	~~06/2026~~

Strategy: *Encourage resort-commercial development at commercial nodes (ED07)*

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

Action Step	Lead Staff	By When
Apply for Rural Community Opportunity grant for Village Way power line	B. Howser	09/2026
~~Develop lot behind Town Hall to all-weather overflow parking~~	~~J. Ficken~~	~~10/~~
~~Develop financial plan for Village Way parking expansion~~	~~B. Howser~~	~~06/~~
Work with developer on agreement for Navajo Node commercial development	B. Howser	06/2027

Strategy: *Operate Visitor Center (ED08)*

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

Action Step	Lead Staff	By When
Maintain visitor information on information kiosks	Guest Svcs Rep	Ongoing
Distribute brochures weekly	Guest Svcs Rep	Weekly
Annual guest services training (~~winter and summer~~fall with resort)	Guest Svcs Rep	Biannual
Attend brochure swap (when financially feasible)	Guest Svcs Rep	Annual
~~Visitor Center welcome/information monitor~~	~~N. Leigh~~	~~12/2025~~

Strategy: *Beautify Brian Head (ED09)*

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

Action Step	Lead Staff	By When
~~Complete Design/Bid of Core Beautification Phase I(b) (Shuttle Stops/Crosswalks/Town Hall Cladding/Snowmelt)~~	~~B. Howser~~	~~07/2025~~
Develop a prioritized list/build schedule for dumpster enclosures	B. Howser	07/2026
~~Work with Cedar Breaks Lodge on additional screening of maintenance yard (utilize beautification grant and enhanced vegetative screening req't)~~	~~B. Howser~~	~~09/2025~~
~~Statement Flag Pole at Bear Flat well~~	~~B. Howser~~	~~09/2025~~
~~Prototype of shade over park bench~~	~~N. Wallis~~	~~09/2025~~
~~Install pinecone art on entry signs~~	~~B. Howser~~	~~09/2025~~
~~Steam Engine Dr beautification (deadfall/rocks in shoulders)~~	~~N. Wallis~~	~~10/2025~~
~~Implement Core Beautification Phase I(a) (Street lights/Signs)~~	~~B. Howser~~	~~10/2025~~
~~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
Implement Core Beautification Phase I(b) (Shuttle stops, crosswalks, Town Hall exterior renovation, digital marquee)	B. Howser	10/2026
Design, fabricate, install five custom trash cans around town	B. Howser	06/2027
Design/bid out memorial/flag pocket park by Bear Flat Well	B. Howser	07/2026
Create design for dumpster enclosures that we can bid out	I. Owen	09/2026
Bid out next dumpster enclosure	I. Owen	09/2026
Develop dumpster enclosure implementation schedule	I. Owen	10/2026
Identify volunteer committee for "Bear Over There" art project	B. Howser	07/2026

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~~
Notify Brian Head businesses of Chamber meetings	N. Leigh	Ongoing
Participate in the Parowan Main Street scarecrow walk	A. Hunter	09/2026
State of the City address to Cedar City Chamber of Commerce	B. Howser	02/2027
~~Annual~~ Attend Chamber of Commerce meetings~~ in Brian Head~~	B. Howser	Ongoing

~~***Strategy:*** *Preserve Dark Skies (ED11)*~~

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

~~Action Step~~	~~Lead Staff~~	~~By When~~
~~Remove excess street lights and replace others with night-sky friendly lights~~	~~B. Howser~~	~~10/2025~~
~~Follow-up dark sky flyer informing public what's been done and inviting single-family residences to join in~~	~~B. Howser~~	~~06/2026~~

Any more, or are we done with this strategy???

Strategy: Celebrate Brian Head Days (America 250 Edition) (ED11)

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

Action Step	Lead Staff	By When
Ground-breaking ceremony for Memorial/Flag Park	B. Howser	07/2026
Tie events into America 250	C. Claridge	07/2026
America 250/Brian Head Days banner over the highway	B. Howser	07/2026
Group Hike	B. Howser	07/2026
5k Run		
Car Show		
Bands		
Fireworks		
Line Dancing		
Waiting for Nancy's action steps		

Strategy: Enhance/Maintain Holiday Lighting (~~ED11~~ED12)

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

Action Step	Lead Staff	By When
Replace any defective holiday lights and purchase add'l lights	A. Hunter	10/2026
Contract to maintain large tree lights each year	A. Hunter	11/2026
Enhance visitor Christmas light experience at park/pond	A. Hunter	11/2026
Organize community holiday tree lighting day(s)	A. Hunter	11/2026
Holiday wrap wayfinding signs, skier bridge & tree by Mall entryway signs, Town Hall, and pavilion	J. Tubbs	11/2026
Keep pedestrian access to Christmas lights at park open	B. Johnson	12/2026
Remove non-permanent holiday lighting and features	J. Tubbs	02/2027

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
Plan ~~2025~~ 2028 strategic planning tour ~~to northern Utah~~	C. Claridge	~~07~~06/2027
~~Implement consistent action step report, with or without ClearGov~~	~~S. Williamson~~	~~9/2025~~
Carry out 2027 strategic planning tour to Sun Valley/Nordic Valley	C. Claridge	09/2026
Update Community Vision	B. Howser	12/2026

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	10/2026
Finalize sales tax database and input historical data	S. Williamson	12/2026
Update visitor count annual report (Placer.ai)	B. Howser	01/2027

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	01/2027
Strategic plan update	S. Williamson	03/2027
Budget adoption	S. Williamson	06/2027

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	03/2027

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	C. Claridge	Quarterly
Update road lengths for Class C road disbursement	S. Williamson	12/2026

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	08/2026
~~UDOT TAP funding for Town Trail Phase IV~~	~~B. Howser~~	~~08/2025~~
Apply for restaurant tax grant	B. Howser	10/2026
Complete Community Dev Block Grant (if we qualify)	A. Burton	12/2026
Apply for Office of Outdoor Rec grants (Lightning Point Trail)	B. Howser	03/2027
Apply for regional project for Community Funding Program (sewer)	B. Howser	03/2027
~~Apply for Recreation Trails Program funding (OHV Trail NEPA)~~	~~B. Howser~~	~~03/2026~~
Apply for water/sewer DEQ Grants (meter towers)	J. Tubbs	06/2027
Apply for Outdoor Rec Parks Grant (pickleball)	B. Howser	03/2027
Apply for Federal Lands Access Program funding (Cedar Breaks Connector Trail)	B. Howser	06/2027

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	~~S. Williamson~~	Biannually
Annual safety inspection of public buildings	G. Sant	12/2026

Strategy: *Maximize efficiency through sound purchasing practices (FM04)*

Goals Impacted: General

Action Step	Lead Staff	By When
Research and price out centralized MS Office	S. Williamson	09/2025
Implement centralized MS Office	S. Williamson	09/2026
Revamp Town purchasing policies/practices	S. Williamson	10/2026

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	12/2026
Prepare annual impact fee report	S. Williamson	12/2026
Prepare budget document according to GFOA guidelines	S. Williamson	04/2027
Prepare annual RDA report	S. Williamson	06/2027

STRATEGIES

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
~~Calculate and consider street utility fee~~	~~S. Williamson~~	~~12/2025~~
Review building and planning fee levels	G. Sant	03/2027
Recalculate disproportionate STR license fees	S. Williamson	04/2027
Update utility fee financial model and review with Council	S. Williamson	04/2027
Update and adopt consolidated fee schedule	N. Leigh	06/2027
Implement Transportation Utility Fee or Property Tax Increase (pending Public Forum feedback)	B. Howser	07/2026

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
Hold URS personal retirement planning event	S. Williamson	10/2026
Renew PEHP health plan	S. Williamson	12/2026
Hold Healthy Utah Fair	S. Williamson	~~03~~05/2027
~~Warrior Wednesday team workouts~~	~~S. Williamson~~	~~Quarterly~~
Implement book club	S. Williamson	Quarterly

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	12/2026

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

Goals Impacted: General

Action Step	Lead Staff	By When
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	09/2026
Employee Christmas cards	B. Howser	12/2026

Update compensation planning benchmarked at 85th percentile of the market and implement	S. Williamson	03/2027

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 *new* Town staff and elected officials	D. Benson	05/2027
Review and Update Brian Head EOP	D. Benson	06/2027

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	10/2026
Mandatory annual mental health evaluation	A. Burton	01/2027
Annual mental health resilience training	A. Burton	06/2027
Annual pack test	D. Abbott	06/2027
Provide quarterly health and wellness events	A. Burton	06/2027

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 4th of July	A. Burton	07/2026
Fireman pancake breakfast	D. Benson	07/2026
Labor Day parade	D. Benson	09/2026
Interfaith "9-11" gathering	D. Benson	09/2026
Participate in the annual Red Ribbon Week at Parowan Elementary	D. Guymon	11/2026
Annual Fire Extinguisher Training for business/general public	D. Abbott	06/2027

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
Evaluate "Fire Shifts" and fine tune the duties of this assignment	D. Benson	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
Plan for a permanent designated Life Flight landing/staging zone	D. Benson	12/2026
Bid out/complete engineering for landing/staging zone	D. Benson	06/2027
Assist fire personnel in advancing medical training	D. Abbott	Ongoing
Provide ~~bi~~annual community CPR, AED, first aid course	D. Abbott	Annual
Annual preventative service maintenance on 12 lead monitors	D. Abbott	01/2027
Maintain our annual Quick Response Unit Certification	D. Abbott	01/2027
~~Provide to staff EMS tablets for patient reporting and accuracy~~	~~D. Abbott~~	~~01/2026~~
Certify all Marshals as EMT's (New Recruits)	J. Bettridge	06/2027
~~Provide a Tactical Combat Casualty Care (TCCC) course~~	~~J. Burton~~	~~06/2026~~
Provide a Wilderness Medicine Training and Certification	D. Abbott	06/2027

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. Guymon	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	J. Bettridge	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 training~~s~~ refresher	J. Morgan	12/2026
Biannual firearms qualification	J. Bettridge	Biannual
40 hours per year of EMS training per marshal	D. Abbott	Annually
36 hours of fire training per year per marshal	D. Abbott	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
~~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~~
Send 1 deputy to Force Science Investigation Course	J. Bettridge	10/2026
Apply for Body Camera Grant	A. Burton	07/2026
Acquire a competent and acceptable body camera system	C. Mathews	08/2026

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	J. Bettridge	Ongoing
Deploy car counter during heightened traffic events and times	J. Bettridge	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	D. Guymon	Ongoing
Use message board to educate on new OHV laws	A. Dunlap	11/2026
Monthly social media posts on OHV education	A. Burton	Monthly
~~Recruit part-time deputy pool to help with 24/7 enhanced coverage~~	~~D. Benson~~	~~06/2026~~
Reduce speed limit on Vasels past Park parking	D. Benson	09/2026

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~~
Add fire focused Deputy Marshal (pending tax increase)	D. Benson	10/2026
~~Repair foam system on Timberwolf~~	~~D. Abbott~~	~~01/2026~~
~~Repairs to ladder truck to bring to certification standard~~	~~D. Benson~~	~~01/2026~~
Generator for ladder truck	D. Abbott	01/2027
Acquire NFPA mandated tools for ladder truck	D. Abbott	01/2027
Acquire a second thermal imaging binocular	J. Bettridge	~~01~~08/2026
Paint and refurbish ~~ladder~~ rescue truck (pending budget)	D. Benson	06/2027
Acquire a SKED co Rescue System	D. Abbott	06/2027
Acquire a flammable materials cabinet	D. Abbott	06/2027
Acquire a laminated glass cutter	D. Abbott	06/2027
Acquire 3 AED's for public spaces (Town Hall, Pub Wks, Parks?)	D. Abbott	06/2027

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	07/2026

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
Create a training schedule for regular meetings that refresh fire department members on current tactics	D. Abbott	01/2027
Participate in a FFI/FFII course hosted by Parowan	D. Abbott	06/2027

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 property management/homeowners to remedy problems	D. Abbott	Ongoing
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	06/2027

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

Goals Impacted: General

Action Step	Lead Staff	By When
Maintain NERIS and Elite (Fire/EMS reporting) 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	06/2027
Contract annual flow testing for 100 hydrants annually	D. Benson	12/2026

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
Town chipping project	A. Burton	~~09~~10/2026
Educate public on proper fuels mitigation/chipping pile prep	A. Burton	09/2026
Archery Range fuel reduction project (Phase II)	D. Benson	10/2026
Pursue becoming a recognized "Fire Wise Community"	D. Benson	01/2027
Assist with community burn projects	D. Benson	06/2027
Burn slash piles on Manzanita Trail	D. Benson	06/2027
Re-establish our Wildland Community Preparedness Committee to communicate with raw landowners regarding fire mitigation	D. Benson	~~06~~01/2027

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	B. Howser	As Needed
Provide notice, hold hearings, create resolutions and ordinances to establish SAA's	B. Howser	As Needed
Secure financing/bonds for approved SAA projects	S. Williamson	As Needed
Complete Snowshoe & Toboggan Water Project punch list	B. Howser	~~10~~07/2026
Manage BH Unit 3 and Elk Drive water line install	B. Howser	10/2026
Update SAA policy to reduce ratio for Fire Protection Area B	B. Howser	07/2026
Reach out to prior sponsors an invite to re-petition	B. Howser	07/2026

STRATEGIES

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
~~Complete widening of Snowshoe & Toboggan, Rue Jolley~~	~~R. Rose~~	~~07/2025~~
Mag Chloride (2) treatment on Aspen, ~~Mountain View, Forest, Fox Run, Falcon,~~ OHV Trail, ~~Hidden Lake, Upper Hunter,~~ Snowflake Looking for Council input on which roads to mag in addition to OHV Trail	J. Tubbs	07/2026
Road blading on all dirt roads	J. Tubbs	07/2026
Complete Grade 1 gravel road maintenance per schedule	J. Tubbs	07/2026
Complete Grade 2 gravel road improvements per schedule	J. Tubbs	08/2026
~~Earth Bind on Upper Hunter Ridge (trial basis)~~	~~R. Rose~~	~~09/2025~~
~~Install road base with Earth Bind (pending water truck) on Trail, Scenic Dr~~	~~R. Rose~~	~~09/2025~~
~~Redraft and re-prioritize the Gravel Road Schedule~~	~~J. Ficken~~	~~12/2025~~
~~Install road base with Earth Bind (pending water truck) on north Forest and east Mountain View~~	~~R. Rose~~	~~09/2026~~
Entertain accepting Bobcat Road as a Town right-of-way	B. Howser	09/2026

Strategy: *Maintain paved roads (ST02)*

Goals Impacted: General

Action Step	Lead Staff	By When
Sweep paved streets before and after major weekends and as needed	~~N. Wallis~~???	Ongoing
~~Culvert bypass on Steam Engine above Shady Dell~~	~~R. Rose~~	~~09/2025~~
~~Beautify Corner of Steam Engine and Alpine Court~~	~~N. Wallis~~	~~09/2026~~
Improve Drainage on Steam Engine starting from Alpine Court and ending at open ditch and clean up corner	~~N. Wallis~~???	09/2026
~~Oversee Cross Gutter Construction on Circle Drive~~	~~J. Ficken~~	~~09/2026~~
Re-collar manholes that are identified as unlevel with pavement	J. Tubbs	10/2026

Strategy: *Implement Streets Master Plan (ST03)*

Goals Impacted: General

Action Step	**Lead Staff**	**By When**
Crack Seal lower Ridge View, Pinehurst and Eagles Roost ~~and Hunter Ridge~~	J. Tubbs	06/2026
Asphalt repair ~~and chip seal~~ Ridge View, Pinehurst and Eagles Roost ~~and Hunter Ridge~~	J. Tubbs	08/2026
Upper Ridge View mill and overlay	J. Tubbs	08/2026
Chip seal Ridge View, Pinehurst and Eagles Roost	J. Tubbs	09/2026
Aspen Dr and Circle Dr pavement apron ~~(pending available streets capital funds)~~	J. Tubbs	09/2026
Design ~~2026~~ 2027 Streets Project/Hold Fall Walk Thru	J. Tubbs	10/2026
Bid Out ~~2026~~ 2027 Project	J. Tubbs	11/2026

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

Goals Impacted: General

Action Step	**Lead Staff**	**By When**
Attend PWX Conference (every other year)Jared looking into it	J. Tubbs	Ongoing
~~Attend Snow Conference~~	~~Team Leads~~	~~11/2025~~
~~Attend UDOT Annual Conference~~	~~J. Ficken~~	~~11/2025~~
LTAP Conference???		

Strategy: *Snow Removal (ST05)*

Goals Impacted: Economy #3 & General

Action Step	**Lead Staff**	**By When**
Maintenance and repair of blowers (in-house)	Team Leads	Ongoing
Clear each road within 4 hours and after 4” of accumulation	Team Leads	Ongoing
~~Fill out storm plan before each storm and share with Public Safety~~	~~Team Leads~~	~~Ongoing~~
Prepare snow removal equipment for season	~~N. Wallis~~???	Ongoing
Put up and take down snow markers on roads and Town Trail	J. Tubbs	10/2026
Update snow removal policy for expedited road widening and expanded snow storage capacity, snow dump site, berms, etc.	J. Tubbs	10/2026
Materials acquisition (salt/cinders)	A. Hunter	10/2026
Repair and purchase tire chains	J. Tubbs	10/2026
~~Identify a snow dump site/Snow hauling plan~~	~~J. Ficken~~	~~10/~~
~~Revise Snow Removal policy for trail and Village Way/Parking and temporary one-way designation~~	~~J. Ficken~~	~~10/~~

Strategy: *Street Lights & Signs (ST06)*

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

Action Step	Lead Staff	By When
Identify and replace/repair damaged signs	J. Tubbs	07/2026
Install collars with vertical banner arms on decorative light poles	J. Tubbs	12/2026

Strategy: *Improve multi-modal transportation options (ST07)*

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

Action Step	Lead Staff	By When
~~Maintain/replace solar lighting along Town Trail~~	~~B. Johnson~~	~~07/2025~~
Complete install of solar lights on Town Trail (on new posts)	T. Whitelaw	10/2026
~~Install more benches, trash cans and pet waste bags on Town Trail~~	~~B. Johnson~~	~~08/2025~~
Crack seal/Seal coat Phase 3/Pond Trail more??? ~~(maybe whole trail – pending budget)~~	J. Tubbs	09/2026
Address signage needs for walking path (at-own-risk, speed limits, non-motorized at each entrance, direct pedestrians to Town Trail)	T. Whitelaw	09/2026
~~Enhanced signage directing pedestrians to Town Trail~~	~~B. Johnson~~	~~09/~~
~~Install new snowmobile trail signage~~	~~J. Ficken~~	~~09/2025~~
Design/install new Town Trail directional signage	B. Howser	09/2026
Engineering Town Trail Phase 4 (grants pending)	B. Howser	10/2026
Bid out Town Trail Phase 4	B. Howser	11/2026
Re-Paint crosswalks on paved trail	J. Tubbs	06/2027
Address Town Trail drainage issues	T. Whitelaw	08/2026
Backslope improvements on Town Trail between Town Hall/Navajo	T. Whitelaw	10/2026

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	B. Johnson	Ongoing
Post summer/winter safety signs at park	B. Johnson	Ongoing
Attend Trails Conference	T. Whitelaw	05/2027
Re-establish tread on Green Acre Meadows section of OHV Trail	B. Howser	07/2026
~~Navajo Loop Heavy Maintenance (Outdoor Recreation Crew)~~	~~B. Howser~~	~~07/2025~~
Repaint basketball/pickleball court lines	B. Johnson	07/2026
Inspect/repair ~~playground~~ equipment and infrastructure at park	B. Johnson	07/2026
~~Inspect/repair picnic pads/tables/BBQ racks~~	~~B. Johnson~~	~~07/2025~~
~~Inspect/repair irrigation around pond~~	~~B. Johnson~~	~~07/2025~~
Re-sod areas of pond grass pods as needed	B. Johnson	07/2026

~~Remove thistle from Manzanita Trail~~	~~B. Johnson~~	~~07/2025~~
~~Mag Chloride on OHV Trail (twice)~~	~~PW Director~~	~~09/2025~~
~~Town Trail tread/drainage maintenance between Hunter Ridge and Spruce (PW crew labor)~~	~~B. Johnson~~	~~09/2025~~
~~Crack seal/seal coat basketball/pickleball courts~~	~~B. Johnson~~	~~09/2025~~
Develop long-term plan for surface management of courts	J. Tubbs	12/2026
~~Overseed and fertilizer around pond~~	~~B. Johnson~~	~~10/2025~~
Annual maintenance/repairs on OHV Trail	B. Johnson	05/2027
Clear all trails of down/debris (volunteer labor)	B. Johnson	06/2027
Repair damaged fence around pond	T. Whitelaw	07/2026
Delineate between playground and grass to reduce chips in grass	T. Whitelaw	07/2026
Level out rubber chips at playground	T. Whitelaw	07/2026
Replace balls/nets/etc. as needed	T. Whitelaw	06/2027

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

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

Action Step	Lead Staff	By When
~~Replace dock ramp and widen dock~~	~~J. Ficken~~	~~07/2025~~
Price out pickleball courts~~, explore potential grants~~	B. Howser	09/2026
Contract to plant additional trees ~~at pond~~ (tree committee)	B. Johnson	07/2026
Design dog park	J. Tubbs	08/2026
~~Master plan "Archery Range" with dog park, pump track sledding hill, and memorial park~~	~~B. Howser~~	~~09/~~
Add signage on Town Trail Phase III re: Meadow Preserve	B. Howser	06/2027
~~Complete new pavilions at pond~~	~~N. Wallis~~	~~10/2025~~
~~Construct pavilion improvement project~~	~~N. Wallis~~	~~10/2025~~
Design/implement (timed) gas fire pits just outside park pavilion	T. Whitelaw	06/2027
Begin construction of dog park	J. Tubbs	10/2026
Put a conservation easement on the Meadow	B. Howser	12/2026
Install water fountains adjacent to park restrooms	~~J.~~ T. Whitelaw	12/2026
Design pond algae control plan	J. Tubbs	12/2026
~~Implement pond algae control plan~~	~~J.~~	~~07/2026~~
Complete dog park construction	J. Tubbs	09/2027
Level sunken cement pads (2) improve drainage	J. Tubbs	10/2026
Improve transitions from walking path around Pond	T. Whitelaw	09/2026

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

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

Action Step	Lead Staff	By When
~~Rebuild Aspen Meadows Loop bridge~~	~~B. Howser~~	~~07/2025~~
~~License Navajo Loop Trail with Brian Head Resort~~	~~B. Howser~~	~~07/2025~~
Bring OHV Trail signage back in line with signage plan	T. Whitelaw	07/2026

Sign/block OHVs from private property adjacent to chain up area	T. Whitelaw	07/2026
Repair Green Meadow Acres and Feather Ct stretch of OHV trail	T. Whitelaw	07/2026
~~Complete Aspen Meadows Loop West Rim~~	~~B. Howser~~	~~07/2025~~
~~Install directional signage on Aspen Meadows Loop Manzanita Trail, and Navajo Loop~~	~~B. Johnson~~	~~07/2025~~
Complete installation of direction signage on Navajo Loop and temporarily reroute through Navajo parking lot	T. Whitelaw	07/2026
Aspen Meadows Loop maintenance Scout Camp to Dark Hollow (Outdoor Rec Crew)	B. Howser	07/2026
Trails volunteer maintenance day	T. Whitelaw	05/2027
~~Complete Manzanita scenic overlook and trailhead~~	~~B. Johnson~~	~~08/2025~~
~~Planning/approval for Cedar Breaks Connector Trail including cross-country ski area use (pending grant)~~	~~B. Howser~~	~~06/2026~~
Complete permitting for Lightning Point Trail (CBNM connector)	B. Howser	10/2026
Design/fab/install interpretive signage for Manzanita Trail	B. Howser	~~06~~10/2026
Establish "Public Lands Partnership" account with All Trails	B. Howser	06/2027
Separate Aspen Meadows loop trail from OHV Trail between Town Hall and Crooked River	T. Whitelaw	06/2027
Work with Resort on agreement for Sunspots XC ski area	B. Howser	06/2027

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
~~Purchase hydraulic hose repair station~~	~~J. Ficken~~	~~07/2025~~
Replace two Deputy Marshal vehicle	D. Benson	10/2026
Replace two Public Works vehicles	J. Tubbs	07/2026
Replace code enforcement truck	B. Howser	10/2026
~~Replace Skid Loader~~	~~J. Ficken~~	~~10/2025~~
~~Kodiak blower replacement~~	~~J. Ficken~~	~~11/2025~~
Revisit grader replacement plan	J. Tubbs	07/2026
Order grader replacement (pending results of reworked plan)	J. Ficken	12/2026
Replace Marshal and Fire PPE per schedule	D. Benson	12/2026
~~Replace fuel dispenser & credit card system~~	~~N. Leigh~~	~~12/2025~~
~~Replace pressure washer~~	~~J. Ficken~~	~~06/2026~~
~~Replace one sander~~	~~J. Ficken~~	~~06/2026~~
~~Replace 12' Truck Plow~~	~~J. Ficken~~	~~06/2026~~
Replace 14' Plow and 12' Plow	J. Tubbs	10/2026
~~Purchase used water truck for road maintenance~~	~~J. Ficken~~	~~06/2026~~
~~Replace Ranger side by side~~	~~J. Ficken~~	~~06/2026~~
~~Look for used forklift~~	~~J. Ficken~~	~~06/2026~~
Look for grant for extrication equipment	D. Benson	06/2027

Strategy: Maintain Public Facilities (AM02)

Goals Impacted: Culture #1, Environment #4

Action Step	Lead Staff	By When
Fix problems from quarterly inspections	J. Tubbs	Ongoing
Look for Public Works storage property in Parowan valley	J. Tubbs	Ongoing
Crack seal parking lots	J. Tubbs	09/2026
Replace Town Hall furnaces	B. Howser	10/2026
Town Hall carpet and paint	C. Claridge	10/2026
~~Re-Design Public Safety Building parking lot~~	~~D. Benson~~	~~10/~~
Repair Public Safety parking lot	J. Tubbs	10/2026
~~Acquire Public Works Facility land from Forest Service~~	~~B. Howser~~	~~12/2025~~
Design Public Works Facility expansion	J. Tubbs	12/2026
Attend tax sale to look for land for Town facilities	B. Howser	05/2027
Site Development planning for New PW Building	J. Tubbs	06/2027
Clean carpets and chairs annually at Town Hall & Public Safety	Guest Svcs Rep	06/2027
Public Safety Building maintenance (~~paint,~~ lighting, roof repair)	D. Benson	06/2027
~~Replace folding/banquet tables at Fire Station~~	~~D. Benson~~	~~06/2026~~
Develop financing plan for Public Works Facility expansion	J. Tubbs	06/2027
Acquire 20 acre parcel from Forest Service	B. Howser	12/2026

Strategy: Refine GIS Program (AM03)

Goals Impacted: General

Action Step	Lead Staff	By When
~~Ongoing training for GIS~~	~~J. Ficken~~	~~Ongoing~~
~~Ongoing training for Public Works staff on GIS data collection~~	~~J. Ficken~~	~~09/2025~~
Jared is working on action plan		

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
Attend Ground Water Conference	J. Tubbs	12/2026
~~Acquire two new/used snowmobiles for winter water testing~~	~~J. Ficken~~	~~12/2025~~
Rural Water training	A. Hunter	03/2027
Complete DDW approval for chlorination	J. Tubbs	07/2026
Build chlorine storage room(s) at chlorination sites	J. Tubbs	10/2026

Strategy: *Ensure sufficient water supply (WA02)*

Goals Impacted: General

Action Step	**Lead Staff**	**By When**
Inclinometer Readings Fall/Spring	J. Tubbs	Annually
~~Hold policy discussion regarding appropriate charge for water rights from "pool"~~	~~S. Williamson~~	~~/~~
Fill Snow Making Pond	J. Tubbs	08/2026
~~Oversee Completion of Snowmaking Well~~	~~J. Ficken~~	~~09/2025~~
Negotiate with the Resort for completion of Salt Pile well	B. Howser	12/2026
Make lease payments to Parowan Reservoir Co	J. Tubbs	04/2027

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
Dive and clean next tank on list	C. Leigh	09/2026
~~Replace generator control panel at Bear Flat Well~~	~~J. Ficken~~	~~10/2025~~
~~Oversee/Inspection of Water Infrastructure Projects~~	~~J. Ficken~~	~~10/2025~~
Work with private parties to complete Blue Jay Way looping	B. Howser	10/2026
Create a written PRV and valve maintenance schedule	C. Leigh	12/2026
~~Identify all properties that need shut off valves at property lines~~	~~N. Wallis~~	~~08/2026~~
Install shut off on property line at Sawmill condos	C. Leigh	08/2026
~~Re-locate Dry Canyon Meter for better operation~~	~~C. Leigh~~	~~10/2026~~
~~Install hydrants or flush points for no dead-end lines~~		~~09/2027~~
Identify and document all dead-end lines that need hydrant or flush points	C. Leigh	12/2026
Abandon water dead-end line behind Town Hall at bulk water	C. Leigh	10/2026
Move Snowflake pump to Town Hall Well (maybe???)	J. Tubbs	06/2026

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	J. Tubbs	Ongoing

Send Out Information on Infiltration to Condos/Residents for improvement Leaks of possible illegal sump pump connections to the sewer	A. Hunter	Date???
Test Bear Flat Well Semi Annually for Nitrate Monitoring Program	J. Tubbs	Ongoing
Camera/Clean 20% of system	J. Tubbs	09/2026
~~Locate and mark manholes in dirt (GPS)~~	~~C. Leigh~~	~~09/2025~~
~~Oversee Construction of Snowshoe & Toboggan project~~	~~J. Ficken~~	~~09/2025~~
Ponderosa sewer line construction (pending project approval/bidding)	09/2025	B. Howser
Locate and GPS sewer manholes in canyon from forebay to canyon sewer meter for flow capacity study	J. Tubbs	09/2026~~5~~
Identify manhole infiltration during spring runoff	C. Leigh	05/2026~~5~~
Make inventory of manholes needing steps	C. Leigh	05/2026~~5~~

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
Participate with Parowan in sewer treatment expansion project preliminary engineering	B. Howser	12/2026

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~~Yr Round)	I. Owen	Ongoing
~~Trash collection Mon, Wed, Fri, Sat, Sun (Winter)~~	~~Team Leads~~	~~Ongoing~~
~~Enhanced collection service during peak times~~	~~Team Leads~~	~~Ongoing~~
Implement 2026 Dumpster Rejuvenation Project (power wash, repair, repaint)	I. Owen	06/2027
Apply new messaging/door highlights to dumpsters	I. Owen	06/2027
Purchase new lids/containers as necessary	I. Owen	Ongoing
Maintain approaches to dumpster locations	I. Owen	Ongoing
Implement community cleanup dumpster twice year	A. Hunter	09/2026
Construct asphalt pads under dumpsters at targeted locations	J. Tubbs	10/2026

Where? – staff desires Council input

STAFF REPORT TO THE TOWN COUNCIL

BRIAN HEAD

ITEM: CODE COMPLIANCE POLICY ADOPTION

AUTHOR: Bret Howser
DEPARTMENT: Administration

DATE: March 10, 2026
TYPE OF ITEM: Discussion

SUMMARY:

The Council will consider adoption of an updated Code Compliance Policy based on input from the Strategic Planning Retreat.

BACKGROUND:

Prior to 2020, code enforcement wasn't assigned to any specific staff member, and no formal process was established until 2019. When issues arose, staff handled it in a reactive manner. During the 2020 Covid pandemic, however, the community felt less safe and wanted more enforcement measures from the Town.

A common refrain heard from vocal residents/business owners at the time was, "Why do we have these laws if we're not going to enforce them?" For some issues (such as illegal tree removal [clear cutting lots with no plans to build]), responding to complaints was considered insufficient and just too late. At the time (prior to 2020) code enforcement was placed upon the Public Works Admin Assistant as an official duty, with the Town Manager filling in. One of the major issues was "weekend warriors" coming up and doing work without a permit on the weekends when staff wasn't looking, so in response to this, the Town started running occasional Saturday shifts.

In 2021-22, the Council engaged in a very public process around upgrades to public safety service. The public made little distinction between traditional public safety roles and more administrative code enforcement issues. In the end, a property tax increase was approved (along with a new nightly rental tax) which funded new public safety officers (sufficient to provide overnight service and double coverage during the days) as well as a new code enforcement officer position. The Town subsequently hired a code enforcement officer, which allowed staff to be more proactive with code enforcement. Since that time, staff have routinely performed proactive code enforcement patrols, including on weekends along with "sweeps" of common violation issues, such as illegal camping in single-family residential zones, not having portable restroom/dumpster on job sites, etc.

Ther current Code Enforcement Policy requires a warning to be given prior to actual fines. The vast majority of issues are resolved with the warning notice, with relatively few fines having been issued over the past few years. An Ad Hoc Committee was created in 2025 with the purpose of giving recommendations to the Council on what the citizens' concerns were about the Town's operations and policies. The final report was submitted to the Council in December 2025 and there were several items that addressed concern with how code enforcement was being conducted. As a result of the recommendation from the Ad Hoc Committee, staff sought renewed policy direction from the Town Council at the Strategic Planning Retreat in January 2026.

ANALYSIS:

A draft update of the Code Enforcement Policy – now re-named the Code "Compliance" Policy – was presented to Council on February 24, 2026. Council gave input to staff to clarify who the Appeal Authority is, and to further soften language, such as the words "violation" and "enforce".

There was also discussion around whether to include citizens/residents unaffiliated with the Town on the Administrative Hearing Board. Staff made an argument that having untrained persons with no accountability to the Chief Administrative Officer effectively carrying out an administrative task (particularly one with potential legal ramifications of the Town) is not the wisest course of action. Furthermore, the desire to give people their "day in court" with something resembling a "jury of their peers" is satisfied after the administrative hearing via the appeal authority hearing, and then further satisfied by the fact that these actions can be legally challenged in the judicial system.

Staff changed all iterations of the word "violation" to "non-compliance". However, we did not completely remove the word "enforce" from the policy. In our view, while the program is now Code *Compliance* generally, this is still made up of two parts: 1) Education, and 2) Enforcement, with the education part being the primary focus and the hope that enforcement is only required for an extreme minority of cases. But we don't want the policy to indicate that legal enforcement is not an option.

The attached draft update of the Code Compliance Policy is based on input received at the strategic planning retreat and in Council on Feb 24. Specifically, staff attempted to address the following items:

- Emphasize an educational approach and more clearly provide for softer warnings upfront
    - "Educate, educate, accelerate"
- Soften the language, with a focus on ***compliance*** above ***enforcement***.
- More clearly formulate the Administrative Hearing board and the Appeal Authority
    - Add non-staff
- Be more clearly on timelines for appeals

While it's not officially part of the policy being considered for adoption, we have attached a draft of the new "Notice of Non-Compliance" (replacing the old Warning of Violation letter). Staff desires feedback from the Council on this prior to implementing.

STAFF RECOMMENDATION:

Staff recommends adopting the attached Administrative Policy by resolution.

RECOMMENDED MOTION:

I move to adopt resolution number ________ adopting an administrative Code Compliance Policy as presented.

ATTACHMENTS:

A – Resolution No _____
B – Draft Notice of Non-Compliance

ADMINISTRATIVE CODE ~~ENFORCEMENT~~ COMPLIANCE POLICY

PURPOSE & INTENT

It is the intent of Brian Head to promote the health, safety and welfare of the residents and guests who visit and live in Brian Head Town. Part of this responsibility includes protecting the town from blighting and deteriorating conditions that have a negative impact on area property values and ~~guests'~~ the experience~~s~~ of residents and guests. ~~Towards this end, Municipal Code requirements were adopted and enforced.~~ This protection of the Brian Head Experience is primarily attained through the education of the public regarding local ordinances and subsequent enforcement of those ordinances where compliance is not achieved voluntarily.

CODE ~~ENFORCEMENT PURPOSE AND~~ COMPLIANCE GOALS

~~The purpose of code enforcement is to protect the public's health, safety and general welfare through limitations of violations of the Brian Head Town Code.~~

It is the town's ~~intent~~ goal to 1) educate the public regarding local ordinances in an effort to obtain voluntary compliance first and foremost, and 2) to enforce the code equitably and to apply the level of enforcement that best fits the specific ~~types and~~ circumstances of the code ~~violation~~non-compliance~~(s)~~ with the end goal of achieving compliance with the code. Every code ~~violation~~ non-compliance is different and the method of dealing with it should reflect what is necessary in order to resolve it rather than to be unnecessarily punitive. ~~Property owners should always have the option of using the least expensive option in order to come into compliance with the code.~~

All actions of inspectors/staff must be fully and clearly documented, and all cases must be followed through to completion in a timely manner, using the most suitable means available.

SPECIFIC GOALS FOR IMPROVING SERVICE TO CITIZENS

Code ~~Enforcement~~ compliance will:

- Seek to educate the public on common code infractions and ordinances specific to Brian Head Town
- Partner with other town departments, government agencies and citizens to identify instances of code ~~violations~~non-compliance.
- Improve communications with citizens.
- Code ~~Enforcement~~ compliance educational material and resources will be advertised on the town's web page and other media resources in an effort to open communications with the public that ~~code enforcement~~ Town staff is available to listen and hopefully resolve code issues of the town's citizens.

OPERATIONS AND BASIC PROCEDURES

If a complaint or issue is unrelated to code ~~enforcement~~compliance, every effort will be made to forward the concern to the appropriate town department or agency. Code ~~enforcement~~ compliance action may be initiated by any of the following methods:

Citizen Complaint

- By telephone
- Email
- Citizen filling out a complaint with town staff
- In the field.

Referral from another town department

- Businesses
- Agencies
- Neighborhood groups

Proactive efforts by Town staff

- Staff recognition of common infractions that require broad public education
- Specific staff identified infractions that require urgent attention

When a complaint is received, it will be investigated by staff to determine if there is a ~~violation~~ in fact non-compliance ~~of~~ with the Town Code, and if found valid, the compliance ~~enforcement~~ process will begin:

1. Staff will determine the "responsible party" associated with the instance of ~~violation~~non-compliance.
2. ~~1.~~ Where the non-compliance does not have an immediate severe impact to another party or a public safety issues is not imminent, the "responsible party" will

be gently and courteously educated regarding compliance with local codes and invited to come into compliance.

~~2.~~3. If education fails to achieve compliance within an appropriate timeframe, ~~The~~ the "responsible party" will be provided with an official "notification of non-compliance"~~notified that a violation exists~~. This notification may be either by direct contact, telephone, email or ~~citation~~ physical letter or a combination of one or more of these methods. This notification shall inform the responsible party of the code for which they are not in compliance and present evidence of such. The responsible party will be given a reasonable timeframe to come into compliance.

~~3.~~4. Brian Head Town staff may issue citations identifying a range of potential fines and/or mandatory court appearances where non-compliance persists after education and an official notification of non-compliance. In cases where non-compliance is severe, irreparable, repeated or endanger public safety, staff may issue immediate citations or refer the matter to Public Safety for criminal enforcement.

~~4.~~5. If ~~violation(s)~~non-compliance ~~are~~ is not abated within reasonable timelines, the case may be referred to the Administrative Hearing Officer or Iron County Judicial system.

Invalid or Frivolous Complaints

Occasionally, complaints will be received, and an inspection will reveal ~~that a~~ compliance with code ~~violation has not occurred~~. In such cases, the inspection should be documented by providing a description of what was seen and identifying the complaint as invalid.

~~*Encouraging Voluntary Compliance*~~

~~There are situations where it is likely that a violation can be remedied with a verbal notice, but such notice will be documented and be considered the first notification of violation. If a violation is not quickly remedied, a citation letter will be sent.~~

ADMINISTRATIVE HEARING

If the "responsible party" decides to dispute a citation issued by the Town, they must submit a written request for an Administrative Hearing to the Town Clerk within ten (10) days of the action or decision for which they are requesting a hearing. The Town Clerk will schedule a hearing within a reasonable time frame. Written notice of the date set for the administrative hearing shall be mailed to the applicant at least ten (10) days before the hearing date. Hearings may be conducted in person or virtually.

Administrative Hearing Board

The administrative hearing board shall be comprised of the Town Manager or designee, a member of the Town Council, and a member of the Planning Commission.

~~PROCEDURES FOR THE ADMINISTRATIVE HEARING~~*Procedure for Administrative Hearing*

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1. The staff will present identifying facts of ~~the~~ code ~~violation(s)~~non-compliance.
2. The "responsible party" may present their ~~case~~evidence and reasoning.
3. Administration will render a decision in writing and provide a copy to staff and the "responsible party".
4. Failure to abate ~~the violation(s)~~non-compliance or to follow the administrative order will result in imposition of penalties and/or civil/criminal procedures.

APPEALS

Any person aggrieved by a final decision of an Administrative Hearing may make an appeal to the Appeal Authority (as defined in Town Code Title 9 Ch 2). All appeals shall be made according to the following procedures:

1. The appeal shall be made within ten (10) days of the action or decision being appealed by filing written notice of appeal with the Town Clerk.
2. The notice of appeal shall specify all grounds for the appeal and circumstances related thereto. Such notice shall set forth in detail the action and grounds upon which the applicant or other interested parties deem themselves aggrieved. A notice failing to specify grounds for appeal may be summarily dismissed by the Appeal Authority without prejudice.
3. All documents and exhibits constituting the record upon which the action appealed was made shall be presented to the Town Clerk with the notice of appeal.
4. The Appeal Authority or Town Clerk shall set the date for the appeal hearing to be held within a reasonable time from the day the appeal is received. Written notice of the date set for hearing the appeal shall be mailed to the applicant at least ten (10) days before the appeal hearing date.
5. The filing of an appeal shall stay all proceedings and actions in furtherance of the matter appealed, pending decision of the Appeal Authority. The stay shall exist unless the appeal authority finds, after the notice of appeal has been filed, that the

stay would cause imminent peril to life or property. In such case, proceedings shall not be stayed, other than by an appropriate order issued by a court having jurisdiction.

Action Taken:

After hearing the appeal, the Appeal Authority may reverse or affirm, wholly or partly, or may modify the order, requirement, decision, or determination appealed from, and may make such order, requirement, decision, or determination as ought to be made, and to that end shall have all the powers of the officer or body from which the appeal is made. The Appeal Authority shall issue its decision in writing.

Judicial Review of Decision:

Time Limitation: Any person aggrieved by any decision by the Appeal Authority may file an action for relief therefrom in any court of competent jurisdiction within thirty (30) days after the filing of the decision of the Appeal Authority with the Town Clerk.

If ~~a violation within~~ a separate section of Town Code already identifies a specific appeal process for non-compliance with that section of code, then that particular code's process will take precedent.

All fees and administrative fines will be identified in the Brian Head Town Consolidated Fee Schedule.

Dated: March ~~25, 2019~~10, 2026

____
Bret Howser, Town Manager

ATTEST:

____
Nancy Leigh, Town Clerk

February 25, 2026

Property owner

Notice of Non-Compliance with Town Code

Location: Address

Dear Property / Business Owner:

We hope this letter finds you well. The purpose of this notice is to inform you of an item(s) that requires attention regarding your property listed above and to provide guidance on how to resolve it.

This is not a notice of any official legal action. We understand that you are most likely unaware of the code at issue, so our goal is to work with you to resolve this matter. We invite you to reach out to the Town to assist you to fully understand how the Town code applies in this instance and options for coming into compliance.

During a recent review of the property, we noticed the following item(s) that needs attention to meet Brian Head Town requirements: Operating without a license.

Code Section at Issue	Code Description	Requested Action
3-2A-1	"Unless exempted by state or federal law, or by this title, it shall be unlawful for any person to engage in business within the town, whether on a temporary or permanent basis, without first procuring the license required by this article. (Ord. 08-017, 8-26-2008)	Renew Short Term Rental

Goal for Compliance

We kindly request that this matter be addressed **by June 18, 2023**. If it remains unresolved after that date, Town staff will be required to follow more stringent legal processes to ensure compliance. However, our primary goal is to avoid such processes and work with property owners to bring properties into compliance in a positive and timely manner.

We truly appreciate your cooperation and are happy to assist in any way to help bring the property into compliance. If you have already resolved the matter, please let us know so we can update our records. Once you have resolved the issue noted above, we would appreciate if you contact our office so we can confirm compliance and note it in our records.

Brian Head Town
56 North Hwy 143
Brian Head, UT 84719
(435) 677-2029
www.brianheadtown.utah.gov

Contact:
Amanda Hunter
Code Compliance Officer
Brian Head Town
435-677-2029
ahunter@bhtown.utah.gov