

MAYOR
ROGER BOURKE

TOWN COUNCIL
CAROLYN ANCTIL
JOHN BYRNE
SHERIDAN DAVIS
ELISE MORGAN



TOWN OF ALTA
P.O. BOX 8016
ALTA, UTAH 84092

TEL (801) 363-5105
(801) 742-3522
FAX (801) 742-1006
TTY 711

June 28, 2023

**DETERMINATION REGARDING CONDUCTING TOWN OF ALTA PUBLIC MEETINGS
WITHOUT AN ANCHOR LOCATION**

The Mayor of the Town of Alta hereby determines that conducting a meeting with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location pursuant to Utah Code section 52-4-207(5) and Resolution 2020-R-12. The facts upon which this determination is based include: The percent and number of positive COVID-19 cases in Utah has been significant since May 27, 2020. The seven-day average for cases on June 21, 2023 was 33.1, with 37.6% of the state's cases in Salt Lake County. As of June 22, 2023 there have been 5,397 deaths reported in Utah due to COVID-19.

The July 12, 2023 Town Council Meeting will not have a physical anchor location. All attendees will connect remotely. Attendees may join the webinar by registering for the meeting through the Town website www.townofalta.com or the meeting can be watched on YouTube. Additionally, comments may be emailed to the Town Clerk jen@townofalta.com.

This determination will expire in 30 days on July 28, 2023.

BY:

Mayor Roger Bourke

ATTEST:

Jen Clancy, Town Clerk

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Consent Agenda

July 12, 2023 Alta Town Council Meeting

Please note the following sections are each hyperlinked to help you navigate straight to a section of interest.

Staff Reports

- 2 - 4 Interim Town Manager Report
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- 7 Town Marshal Activity Summary
- 8 - 10 Interlodge Ordinance staff report and tracked changes edits for review

Financial Materials

- 11 Account Balance Summary (June 30, 2023)
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Minutes

- 32 - 42 June 21, 2023 Budget Committee Meeting and Town Council Meeting Minutes

Page numbers refer to the header numbers on the top left of the page in blue.

Alta Town Council

Staff Report



To: Town Council

From: Chris Cawley, Interim Town Manager

Re: FY 23 & FY 24 Projects, Alta Planning Commission Meeting, Renewable Energy

Date: June 13, 2023

Attachments:

FY 23 Projects

After a flurry of activity in the final weeks of Fiscal Year 2023, I'm pleased to report that we implemented all of the FY 23 projects approved in our [projects plan document](#). A few highlights include:

- The Community Center Roof Access Ladder was installed on June 29th.
- The Cecret Lake Trail Interpretive Signs and Trailhead Kiosks projects are essentially complete, as the signs themselves were delivered to Alta in mid-June. Alta Ski Area is assembling and installing kiosks as the trailheads melt out and will install the Cecret Lake trail signs later this summer.
- Service Area #3 installed remote-read water meters at all but three powder ridge properties in early June. We intended to install the final three meters in late June before the end of the fiscal year, but we were unable to schedule a plumber to complete the installations, which are more complex than the others. We will complete these installations as soon as possible and move on to phase 2 in the fall.



FY 24 Water System Projects

Several significant water system projects are underway in early Fiscal Year 2024:

- The water line in the Peruvian Estates neighborhood is being replaced by Salt Lake County Service Area #3 and Newman Construction. Major project elements include a concrete vault housing a pressure reduction valve, and a new, larger diameter pipe, buried deeper than the existing pipe. July 17th is the anticipated start date and the project will last about 30 days. Water service disruptions should be limited to one outage up to 8 hours in duration for Peruvian Estates and Hellgate area addresses, and shorter disruptions for individual properties as lateral lines are connected.
- The replacement of the water line to Grizzly Gulch homes will be completed in July, also by SA #3 and Newman Construction. The project was started in a previous year and was delayed by early-onset winters, negotiation with the Shrontz Estate, and permitting by the US Forest Service. About 150 feet of pipe will be replaced, and the emergency generator system in the Grizzly Vault will be converted from propane to natural gas.
- The remote-read water meter project will continue this summer, fall, and next spring.

Alta Planning Commission Meeting, July 18th

The Alta Planning Commission is scheduled to meet on July 18th. The Commission has not met since June of 2022. The agenda tentatively includes several items:

- Conditional use permit applications from Alta Ski Area:
 - Grading and installation of two containers adjacent to the northwest corner of the Wildcat Parking Lot for off-season storage of disarmed RACS
 - Installation of a Gaz-Ex RACS device on private property on East Baldy
- Town of Alta Code [Chapter 10-3](#) designates the Alta Town Council as the land use appeal authority. While it used to be somewhat common for municipal legislative bodies to serve as the appeal authority, it is no longer considered good practice for elected officials to preside over what is supposed to be an administrative process. It is more common for cities and towns to designate an administrative law judge as the land use appeal authority. Since this is a land use ordinance, the planning commission must approve an amendment to it before the town council holds a public hearing and considers final adoption at a future council meeting.
- Approval of minutes from the June 2022 meeting.
- Discussion on climate change and long-range planning.

Community Renewable Energy Program

The Community Renewable Energy Program is very close to finalizing the form of a utility agreement with Rocky Mountain Power, which each participating community will need to execute. The agreement will not finalize the Town of Alta's participation in the program, but the Town needs to execute the agreement to reach the next decision point in the process. If the council needs to approve the document, it will be on the August or September agenda, but if not, either the mayor or town manager may sign it. The Town's legal counsel has reviewed previous versions of the agreement and has not identified any reasons not to move ahead with the agreement, especially since it does not bind the Town to participate in the program.

Albion Basin Summer Road, etc.

Alta Ski Area recently announced that the Albion Basin Summer Road is projected to open on July 28th. This is partially due to challenges scheduling an application of dust control solution, which was delayed due to the late-season snowpack and is planned for July 26th. As a reminder, the Town of Alta uses State of Utah “C-Road” funds to pay for Summer Road dust control and other small roadwork projects in Alta.

Here is more information from Alta Ski Area about summer operations:

- Hosts will be at the trailhead from 9am-5pm. Hosts from CCF, Friends of Alta, and Alta Ski Area started staffing the Albion Base Trailhead on Saturday July 1st and will move to other trailheads as they open.
- The Forest Service began staffing the Summer Ranger position starting Saturday July 1st and will be in Alta regularly Fri-Mon for the rest of the summer.
- The Alta Store at Albion Base will be open daily from 11am-6pm starting this Saturday July 1st offering retail, snacks, ice cream, and cold drinks.
- Alta Ski Area will host live music events at Albion Base occasionally during the summer.
- Albion Ticket Office bathrooms will be open to the public daily from 9am-6pm, and a portable restroom is available at both ski area parking lots. Hiker bathrooms are also open at Catherine’s and Cecret Lake trailheads and will be cleaned regularly.
- The Albion Basin Campground is projected to open August 4th but may open sooner if conditions permit.
- [Click here to view a new summer trail map on Alta Ski Area’s website](#). These maps will be posted on our new trailhead kiosks, and a limited quantity of pocket-sized paper copies will be available as well.
- Upper elevation trails still exhibit significant snow cover and Alta Ski Area is encouraging visitors to consider alternatives to hiking in Albion Basin for another couple of weeks.

As of July 5th, Town Park amenities are being assembled as time permits.

Alta Town Council



Staff Report: July 12, 2023

To: Town Council

From: Jen Clancy, Town Clerk & Molly Austin, Deputy Town Clerk

Date Written: July 6, 2023

Town Clerk – Jen

- Truth in Taxation –The Town is proposing to generate \$400,000 in revenue from property taxes in its Tentative FY2024 budget. An updated memo on this rate increase will be shared with the August meeting materials.
 - The Public Hearing will be on August 9th at 6:00PM MST.
- The August 9th Town Council meeting will be held in person with an anchor location at the Community Center. We encourage council members to join us in person if possible. If you are unable to join us in person, the zoom option will be available. We plan to offer hybrid meetings from August on.
- The finance reports in this consent agenda are all for FY 2023 which ended June 30, 2023 and has been reconciled. FY 2023 is still a work in progress, there are a number of transactions needed as we start closing out the year and prepare for the audit.
 - I would also like to make the council aware of a clerical error I made in the FY23 year-end budget that you approved in June that I have corrected for this consent agenda's reports. The year-end FY23 "net total GENERAL FUND" misrepresented a value of zero when the actual calculation was -\$7,999 (as you will see in the FY23 year-to-date report on page 10 of 14). There was a sneaky excel formula error left over from some work I had been doing related to various transfers and trying to program projected year-end account balances; I failed to recognize the formula was still in play until recently which resulted in the error. The State Auditor's office directs us as a best practice to have the revenue equal expenses and zero out. That being said, I have consulted with Steve Rowley (our financial advisor) and he didn't think it would be an issue, he suggested it's best to make you aware of the error, correct the formula, and communicate with the State Auditor. There is no further action needed from the council at this time. I just wanted to give you an explanation so you wouldn't be confused by the new "net number" not equaling zero. My apologies for the error and any confusion.
- I will start producing year-to-date reports for FY 2024 next month (August).
- Elections – we are not required to hold a primary election in Alta. We will hold the general election on November 21, 2023 for two, 4-year town council seats.
 - More information can be found on our website: <https://townofalta.com/town-services/voting-elections/>

Deputy Town Clerk - Molly

- Council Meeting Dog License Reporting: Temporary dog licenses issued with a start date between 6/9/2023 and 7/6/2023
 - Winston, Lisa (12 days) 7/4/2023

Alta Justice Court - Molly

- The Alta Justice Court is in operation. Court is held monthly in a virtual setting.
 - Next court date – Thursday, July 20th at 5:30 PM
- Continued training for Court Clerk Certification

Department Incident Activity Report

Date Reported: **06/01/2023 - 06/30/2023** | Show Subclasses: **True**



ALTA MARSHAL'S OFFICE
PO BOX 8016
ALTA, UT 84092
801.742.3522
AMO@TOWNOFALTA.COM

Classification	Events Rptd	Unfounded	Actual	Clr Arrest	Clr Exception	Clr Juveniles	Total Clr	Percent Clr
AGENCY ASSIST	2	0	2	0	0	0	0	0.0
Assist Other Agency	2	0	2	0	0	0	0	0.0
ALARM	1	0	1	0	0	0	0	0.0
Fire Alarm	1	0	1	0	0	0	0	0.0
CITIZEN	1	0	1	0	0	0	0	0.0
ASSIST	1	0	1	0	0	0	0	0.0
CIVIL PROBLEM	1	0	1	0	0	0	0	0.0
Civil Problem	1	0	1	0	0	0	0	0.0
FOREST SERVICE	3	0	3	0	0	0	0	0.0
PATROL	3	0	3	0	0	0	0	0.0
MEDICAL	1	0	1	0	0	0	0	0.0
EMERGENCY	1	0	1	0	0	0	0	0.0
MOTORIST	4	0	4	0	0	0	0	0.0
ASSIST	4	0	4	0	0	0	0	0.0
PROPERTY	3	0	3	0	0	0	0	0.0
Found Property	2	0	2	0	0	0	0	0.0
Lost Property	1	0	1	0	0	0	0	0.0
PUBLIC PEACE	1	0	1	0	0	0	0	0.0
Disorderly Conduct	1	0	1	0	0	0	0	0.0
SEARCH/RESCUE	1	0	1	0	0	0	0	0.0
Search/Rescue, Assist Other Agency	1	0	1	0	0	0	0	0.0
STOLEN VEHICLE	1	0	1	0	0	0	0	0.0
Vehicle Theft, Auto	1	0	1	0	0	0	0	0.0
SUSPICIOUS	3	0	3	0	0	0	0	0.0
Suspicious Activity	1	0	1	0	0	0	0	0.0
Suspicious Person	1	0	1	0	0	0	0	0.0
Suspicious Vehicle	1	0	1	0	0	0	0	0.0
THEFT	1	0	1	0	0	0	0	0.0
Theft Other	1	0	1	0	0	0	0	0.0
TRAFFIC	3	0	3	0	0	0	0	0.0
VIOLATION	3	0	3	0	0	0	0	0.0
UTILITY PROBLEM	1	0	1	0	0	0	0	0.0
Other Utility Problem	1	0	1	0	0	0	0	0.0
WATERSHED OFFENSE	1	0	1	0	0	0	0	0.0
ANIMALS	1	0	1	0	0	0	0	0.0
Event Totals	28	0	28	0	0	0	0	0.0

STAFF REPORT

To: Town of Alta, Town Council

From: Cameron Platt, Chris Cawley, Mike Morey

Date: July 5, 2023

Re: Interlodge Ordinance Revisions

The historic winter of 2022-2023, obligated the Town to significantly use its interlodge restrictions due to avalanche hazard and avalanche mitigation work. The ordinance was first passed in 1980 and underwent several amendments in 2006, 2010, and 2018.

Town of Alta Ordinance 5-4 Interlodge Travel codifies the Town's authority to prohibit outdoor travel by any person, and prohibit outdoor vehicular or pedestrian travel when such travel is unsafe due to hazardous avalanche conditions or while avalanche control work is taking place. In addition, the ordinance requires residents, businesses, and occupants of the town to post and/or comply with travel restrictions during avalanche control and allows minor exemptions.

Over time, the Town's implementation of interlodge restrictions adapted due to conditions and growth. Town staff are proposing changes to make the existing ordinance consistent with current practices and slightly expand the justification to declare interlodge.

The changes are in redline but below are the main points:

- Includes authorization for interlodge during periods of significant avalanche hazard;
- Revises exemptions to Alta Ski Lift Company and requires tracking and accountability
 - The Town will need either an indemnity agreement or to include a waiver in the ordinance
- Authorizes the Town Marshal or Town Manager to grant one-time exemptions from interlodge. The current ordinance grants this authority to the mayor. Staff proposes this change for two reasons:
 - The Marshal is the only Town official who has granted exemptions from interlodge in the past several years. The Marshal is the most appropriate official to grant these exemptions.
 - The Mayor's authority to grant exemptions to interlodge has been delegated to the Town Manager by Town of Alta Ordinance 2023-O-3 Enacting Title 1-15-3 "Mayoral Duties Delegated to Town Manager." There are other places in Town of Alta Code where similar edits will need to be made as part of the transition to the Town having a Town Manager.

No final action is required at this time. Staff is looking for direction from the Council on the proposed changes or any other revisions to the interlodge ordinance.

CHAPTER 4 INTERLODGE TRAVEL

SECTION:

5-4-1: Authority To Prohibit Outdoor Travel

5-4-2: Outdoor Travel Prohibited; Penalty

5-4-3: Exemption

5-4-4: Posting Of Signs Required And Notifications; Penalty

5-4-5: Enforcement

5-4-1: AUTHORITY TO PROHIBIT OUTDOOR TRAVEL:

The Town Marshal shall have the authority to prohibit all travel by any person outside any public or private structure or building, and shall be empowered to prohibit any vehicular or pedestrian traffic within the limits of the Town whenever ~~said~~ officials ~~deem~~ determine such travel is unsafe by reason of [hazardous avalanche conditions or](#) activities undertaken for avalanche control and prevention.

5-4-2: OUTDOOR TRAVEL PROHIBITED; PENALTY:

It shall be unlawful for any person to ~~wilfully~~ willfully go outside of any public or private structure within the Town or to engage in vehicular or pedestrian traffic outside of any building whenever such travel shall have been designated as unsafe and prohibited by the Town Marshal. Violation of this section is a Class B misdemeanor, subject to penalty as provided in section 1-4-1 of this Code.

5-4-3: EXEMPTION:

~~Nothing herein provided shall, however, be deemed to~~ Interlodge restrictions shall not apply to ski patrol employees, officers of the US Forest Service, supervised State Utah Department of Transportation personnel, ~~unified fire authority personnel~~ on duty law enforcement personnel, ~~or the Town Marshal and~~ employees.

~~Snowplow operators, cat operators and private security personnel, as identified by the Alta Ski Lift Company, shall also be exempt on the condition that they are made aware of the hazards of travel during interlodge periods and on the condition that the lift company indemnifies and holds harmless the Town, in writing, from any claims arising from travel during interlodge periods.~~

The Alta Ski Lift Company Snow Safety Department may authorize necessary travel with the approval of the Marshal within their special use permit area boundaries provided that they coordinate with the Town Marshal's Office and UDOT Avalanche Forecasters during explosive avalanche mitigation work. Necessary travel is defined as essential to the basic operation of facilities and not conducted as a convenience. The Alta Ski Lift Company shall maintain accountability and tracking of travel during Interlodge periods. The above exemption for the Alta

Ski Lift Company is conditioned on a written indemnity agreement between the Town, Alta Ski Lift Company, and UDOT.

The ~~Mayor~~ Town Marshal and Town Manager ~~Town Manager or Town Marshal~~ shall also have the power to designate individuals on a one time basis as exempt from interlodge restrictions.

5-4-4: POSTING OF SIGNS REQUIRED AND NOTIFICATIONS; PENALTY:

All owners, operators and/or managers of any building located within the Town, after receipt of notice by the Town Marshal's Office or Deputy, shall post on or near, in a conspicuous place, each unlocked exit or doorway leading to the outside of ~~said each~~ building, a sign ~~which shall notify all occupants~~ stating that all outdoor or interlodge travel is prohibited by order of the Town Marshal. Each sign required hereunder shall be of a nature, size and substance approved by the Town Marshal. It shall be unlawful for any owner, operator or manager to willfully fail to post the approved signs in the manner required hereby.

All owners, operators and/or managers of any building located within the Town shall also register their contact information with the Marshal's Office for interlodge closure notifications and shall be responsible for confirming that interlodge travel is permitted before engaging in or allowing outdoor travel.

Violation of this section is a Class C misdemeanor, subject to penalty as provided in section 1-4-1 of this Code.

5-4-5: ENFORCEMENT:

The Town Marshal is hereby empowered to deputize for such length of time as ~~he shall designate~~ necessary, any suitable person to enforce ~~the observance of~~ compliance with this section.

Town of Alta
Account Balance Summary

GENERAL FUND	6/30/2023
PTIF - General Fund	2,661,446
PTIF - C Road Funds (restricted)	69,389
PTIF - Post-Employment (restricted)	97,864
PTIF - Beer Fund (restricted)	25,536
PTIF - Impact Fee (restricted)	24,237
KeyBank	282,216
Keybank PO	2,009
Total	3,162,697

CAPITAL PROJECTS FUND	6/30/2023
Capital Projects Fund (restricted)	644,556
Total	644,556

WATER FUND	6/30/2023
PTIF Water (restricted)	694,693
Total	694,693

SEWER FUND	6/30/2023
PTIF Sewer (restricted)	580,789
Total	580,789

TOWN OF ALTA
COMBINED CASH INVESTMENT
JUNE 30, 2023

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHKG-KEY BANK-COMBINED	230,220.90
01-11115	CASH - PAYROLL TAX ACCOUNT	140.81
01-11215	CASH - CONTRACT POST OFFICE	2,009.23
01-11310	PETTY CASH	50.00
01-11400	RETURNED CHECKS - CLEARING	125.00
01-11610	CASH IN PTIF GENERAL	2,638,540.92
01-11710	CASH CLEARING -AR	(5,808.24)

	TOTAL COMBINED CASH	2,865,278.62
01-10100	TOTAL ALLOCA TO OTHER FUNDS	(2,784,017.84)

TOTAL UNALLOCATED CASH	81,260.78
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CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	3,055,088.63
45	ALLOCATION TO CAPITAL PROJECT FUND	8,169.97
51	ALLOCATION TO WATER FUND	(293,460.96)
52	ALLOCATION TO SEWER FUND	14,220.20

	TOTAL ALLOCATIONS TO OTHER FUNDS	2,784,017.84
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(2,784,017.84)

ZERO PROOF IF ALLOCATIONS BALANCE	.00
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TOWN OF ALTA
BALANCE SHEET
JUNE 30, 2023

GENERAL FUND

ASSETS

10-10100	CASH - COMBINED FUND	3,055,088.63	
10-12640	CASH IN PTIF - C ROAD FUND	69,388.62	
10-12690	IMPACT FEE FUND PTIF	24,237.25	
10-12700	BEER TAX FUNDS PTIF	25,535.65	
10-12710	POST EMPLOYMENT BENEFIT PTIF	97,863.50	
10-13110	ACCOUNTS RECEIVABLE	31,083.57	
10-13200	DUE FROM OTHER GOVERNMENTS	112,659.72	
10-13510	TAXES RECEIVABLE - CURRENT	2,167.22	
10-13700	PROP TAX RECEIVABLE - CURRENT	243,323.00	
10-14210	DUE FROM OTHER FUNDS	76,484.40	
TOTAL ASSETS			3,737,831.56

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE	146.36	
10-21500	WAGES PAYABLE	8,844.31	
10-22200	RETIREMENT PAYABLE	6,886.77	
10-22210	FICA PAYABLE	2,201.95	
10-22220	FEDERAL WITHHOLDING PAYABLE	1,300.07	
10-22230	STATE WITHHOLDING PAYABLE	551.65	
10-22500	HEALTH & DENTAL INS PAYABLE	54.70	
10-22550	DEPENDANT CARE WITHHOLDING	131.15	
10-22555	FLEX/CAFETERIA WITHHOLDING	(281.49)	
10-22600	REVEGETATION DEPOSITS	19,760.00	
10-22700	DEFERRED REVENUE/PROPERTY TAX	243,323.00	
10-22725	EMPLOYEE 401K WITHHOLDING	855.71	
10-22755	EMPLOYEE ROTH IRA WITHHOLDING	(286.07)	
TOTAL LIABILITIES			283,488.11

FUND EQUITY

10-27515	NONSPENDABLE	14,371.00	
10-27550	C-ROAD FUND RESERVE	10,154.12	
10-27570	RESERVE-POST EMPLOYMENT	30,000.00	
10-27640	ASSIGNED FUND BALANCE	38,574.00	
UNAPPROPRIATED FUND BALANCE:			
10-29800	BALANCE - BEGINNING OF YEAR	2,526,175.32	
	REVENUE OVER EXPENDITURES - YTD	917,279.79	
BALANCE - CURRENT DATE		3,443,455.11	
TOTAL FUND EQUITY			3,536,554.23
TOTAL LIABILITIES AND EQUITY			3,820,042.34

TOWN OF ALTA
BALANCE SHEET
JUNE 30, 2023

CAPITAL PROJECT FUND

ASSETS

45-10100	CASH - COMBINED FUND	8,169.97	
45-12100	RESTRICT CASH-CAPITAL IMPROVE	641,016.21	
	TOTAL ASSETS		649,186.18

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
45-29800	BEGINNING OF YEAR	648,690.95	
	REVENUE OVER EXPENDITURES - YTD	495.23	
	BALANCE - CURRENT DATE	649,186.18	
	TOTAL FUND EQUITY		649,186.18
	TOTAL LIABILITIES AND EQUITY		649,186.18

TOWN OF ALTA
BALANCE SHEET
JUNE 30, 2023

WATER FUND

ASSETS

51-10100	CASH - COMBINED FUND	(	293,460.96)	
51-11140	PTIF CAPITAL ACQUISITION-WATER		694,692.93	
51-11520	WATER CHECKING - ZION 4074	(	1,621.97)	
51-13110	ACCOUNTS RECEIVABLE		65,400.37	
51-16310	WATER DISTRIBUTION SYSTEM		2,038,840.90	
51-16510	MACHINERY AND EQUIPMENT		17,922.82	
51-17500	ACCUMULATED DEPRECIATION	(	1,190,488.92)	
	TOTAL ASSETS			1,331,285.17

LIABILITIES AND EQUITY

LIABILITIES

51-21310	ACCOUNTS PAYABLE		1,026.92	
51-22610	DUE TO OTHER FUNDS		76,484.40	
	TOTAL LIABILITIES			77,511.32

FUND EQUITY

51-26520	NET INVESTMENT/CAPITAL ASSETS		1,068,497.00	
	UNAPPROPRIATED FUND BALANCE:			
51-29800	UNRESTRICTED NET POSITION		53,213.82	
	REVENUE OVER EXPENDITURES - YTD		131,113.03	
	BALANCE - CURRENT DATE		184,326.85	
	TOTAL FUND EQUITY			1,252,823.85
	TOTAL LIABILITIES AND EQUITY			1,330,335.17

TOWN OF ALTA
BALANCE SHEET
JUNE 30, 2023

SEWER FUND

ASSETS

52-10100	CASH - COMBINED FUND	14,220.20	
52-11120	SEWER CHECKING - ZION 7479	863.53	
52-11130	PTIF CASH RESTRICTED	580,789.10	
52-13110	ACCOUNTS RECEIVABLE	32,628.50	
52-16310	SEWER SYSTEM	848,217.93	
52-17500	ACCUMULATED DEPRECIATION	(668,862.73)	
	TOTAL ASSETS		807,856.53

LIABILITIES AND EQUITY

LIABILITIES

52-21310	ACCOUNTS PAYABLE	(11.00)	
	TOTAL LIABILITIES		(11.00)

FUND EQUITY

52-26520	NET INVESTMENT/CAPITAL ASSESTS	290,453.00	
	UNAPPROPRIATED FUND BALANCE:		
52-29800	UNRESTRICTED NET POSITION	469,228.65	
	REVENUE OVER EXPENDITURES - YTD	48,185.88	
	BALANCE - CURRENT DATE	517,414.53	
	TOTAL FUND EQUITY		807,867.53
	TOTAL LIABILITIES AND EQUITY		807,856.53

TOWN OF ALTA

Combined Budget Summary

		2022-23 Current year YTD Actual 6/30/2023	2022-23 Current Year Percent Used	2022-23 Approved Budget 6/30/2023	2022-23 NOTES Budget 6/30/2023
COMBINED BUDGET SUMMARY: GF, Cap-Ex, Water, Sewer REVENUE					
Property Tax		267,296	101%	265,918	
Sales Tax		1,960,995	101%	1,943,466	
Other Taxes: Municipal Energy, Tele		113,279	117%	96,489	
Town Services:					
Permits, Licensing, Court Fines, Impact Fees		110,909	77%	143,850	
Sewer		155,377	97%	159,431	
Water		312,032	98%	316,789	
Restricted Gov Grants (County, USFS, SLC, 4th .25, PO, UDOT)		139,115	107%	129,785	
Misc Revenue		187,222	114%	163,798	
	Total Revenue	3,246,225	101%	3,219,526	
EXPENSES					
Alta Justice Court		25,086	79%	31,725	
Economic Development		0		0	
Government Administration					
Financial Preparation		96,840	83%	116,707	
General Operations		224,569	87%	259,268	
Town Services & Programs		155,373	76%	203,752	
Land Use Planning, Building Inspections, Zoning		134,341	80%	168,564	
Post Office		40,035	94%	42,714	
Public Safety					
Employees: Salaries and Benefits		867,488	88%	984,916	
Equipment: Resources to Complete Work		138,472	89%	156,150	
Recycling		19,886	91%	21,800	
Sewer		107,191	67%	159,431	
Town Council: Salaries, Training, Admin		71,517	88%	81,585	
Transportation		82,968	71%	116,290	
Water		94,669	48%	198,691	
Misc. Expenses		0		1,200	
	Total Expenses (w/o CapEx Projects)	2,058,435	81%	2,542,794	
Capital Improvement Projects		113,143	49%	228,660	category name updated to remove "fund"
	Total Expenses	2,171,579		2,771,454	
COMBINED BUDGET SUMMARY					
Net Difference		1,187,790	176%	676,732	
NET "GRAND" TOTAL - ALL 4 FUNDS BUDGET MUST = Zero		1,074,646	-	(7,999.00)	-

TOWN OF ALTA

FY 2023 Year-To-Date

Account Number	Account Title	2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
GENERAL FUND REVENUE					
TAXES					
10-31-100	CURRENT YEAR PROPERTY TAXES	253,149	101%	251,771	budget didn't reflect restriction not doing TNT
10-31-101	TAX INCREMENT - CRA	0		0	
10-31-200	PRIOR YEAR PROPERTY TAXES	14,147	100%	14,147	reflecting actual
10-31-300	SALES AND USE TAXES	1,960,995	101%	1,943,466	includes April #s
10-31-310	4th .25 TAX	52,225	124%	42,000	
10-31-400	ENERGY SALES AND USE TAX	107,392	119%	90,000	
10-31-410	TELEPHONE USE TAX	5,887	91%	6,489	
Total					
TAXES:		2,393,795	102%	2,347,873	
LICENSES AND PERMITS					
10-32-100	BUSINESS LICENSES AND PERMITS	20,450	100%	20,500	
10-32-150	LIQUOR LICENSES	5,900	104%	5,675	
10-32-210	BUILDING PERMITS	19,961	41%	49,000	avg of previous 3 years
10-32-220	PARKING PERMITS	14,375	100%	14,375	
10-32-250	ANIMAL LICENSES	14,765	105%	14,000	
Total LICENSES AND PERMITS:		75,451	73%	103,550	
INTERGOVERNMENTAL REVENUE					
10-33-100	WFRC MATCHING GRANT	0		0	
10-33-200	SALT LAKE CITY	0		0	
10-33-275	SLC TRAILS	17,311	121%	14,312	12K cecret lake project under budget, kiosk 1.9k
10-33-300	COUNTY - COMMUNITY DEVELOPMENT	0		0	
10-33-350	COUNTY - TRANSPORTATION	0		0	
10-33-375	COUNTY - ZAP	0		0	
10-33-400	STATE GRANTS	8,874	105%	8,450	kiosk project under budget
10-33-450	FEDERAL GRANTS	0		0	
10-33-560	CLASS C" ROAD FUND ALLOTMENT"	13,682	91%	15,000	
10-33-580	STATE LIQUOR FUND ALLOTMENT	5,073	100%	5,073	
10-33-600	SISK	0		3,000	FS help w summer rd patrol, waiting for pymt...
10-33-650	POST OFFICE	21,850	100%	21,850	
10-33-700	UDOT	8,000	100%	8,000	
Total INTERGOVERNMENTAL REVENUE:		74,791	99%	75,685	
CHARGES FOR SERVICES					
10-34-240	REVEGETATION BONDS	2,000	100%	2,000	
10-34-430	PLAN CHECK FEES	10,979	73%	15,000	
10-34-550	PLANNING COMM REVIEW FEES	0		300	
10-34-600	GLASS RECYCLING	0		0	
10-34-760	FACILITY CENTER USE FEES	0		0	
10-34-810	IMPACT FEES	2,000	100%	2,000	
Total CHARGES FOR SERVICES:		14,979		19,300	

TOWN OF ALTA

FY 2023 Year-To-Date

		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
FINES AND FORFEITURES					
10-35-100	COURT FINES	20,478	98%	21,000	reduced
Total FINES AND FORFEITURES:		20,478	98%	21,000	
MISCELLANEOUS REVENUE					
10-36-100	INTEREST EARNINGS	83,673	137%	61,098	
10-36-300	OTHER FINANCING SOURCES	0		0	
10-36-400	SALE OF FIXED ASSETS	21,700	100%	21,700	sale 2013 tacoma
10-36-620	MISCELLANEOUS	51,868	104%	50,000	UTA in lieu bus \$
10-36-700	CONTRIB FROM PRIVATE SOURCES	8,000	100%	8,000	ranger program (FOA, ASL)
10-36-800	DONATIONS	0		0	
10-36-810	METERING	12,100	100%	12,100	
10-36-820	4x4 ENFORCEMENT	0		0	
10-36-900	SUNDRY REVENUES	1,720	43%	4,000	
10-36-910	REFUNDABLE SALES TAX	0		0	
Total MISCELLANEOUS REVENUE:		179,061	114%	156,898	
TRANSFERS INTO GENERAL FUND					
10-39-200	USE OF UNRESERVED FUND BALANCE	0		0	
10-39-250	USE OF RESERVED FUNDS	0		36,297	Post Employment Fund: JHG (check w steve on JE)
10-39-400	TRANSFERS FROM CAP PROJ FUND	0		0	
10-39-410	TRANSFERS FROM IMPACT FUND	0		4,500	Impact to GF: Craig Elliot study 10-75-740 (check w steve on JE)
10-39-420	TRANSFERS FROM SEWER FUND	0		0	
10-39-430	TRANSFERS FROM WATER FUND	0		0	
Total TRANSFERS INTO GENERAL FUND:		0		40,797	
GENERAL FUND Revenue Total:		2,758,554	5	2,724,306	0
GENERAL FUND Transfer IN Total:		0	0	40,797	0
CASH AVAILABLE FOR GENERAL FUND		2,758,554	5	2,765,103	0

TOWN OF ALTA

FY 2023 Year-To-Date

		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
GENERAL FUND EXPENSES					
LEGISLATIVE					
10-41-110	SALARIES - MAYOR AND COUNCIL	18,000	100%	18,000	
10-41-120	REMUNERATION	0		0	
10-41-130	EMPLOYEE BENEFITS	0		0	
10-41-131	EMPLOYER TAXES	1,431	110%	1,300	
10-41-230	TRAVEL	0		1,500	
10-41-280	TELECOM	0		200	
10-41-330	EDUCATION AND TRAINING	1,531	102%	1,500	mid-year conf st george
10-41-620	MISCELLANEOUS	27	11%	250	
Total LEGISLATIVE:		20,989	92%	22,750	
COURT					
10-42-110	SALARIES AND WAGES	16,331	109%	15,000	Judge and 15% DTC
10-42-130	EMPLOYEE BENEFITS	109	87%	125	
10-42-131	EMPLOYER TAXES	1,247	125%	1,000	
10-42-230	TRAVEL	100	17%	600	
10-42-240	OFFICE SUPPLIES AND EXPENSE	20	4%	500	
10-42-280	TELEPHONE	0		0	
10-42-310	PROFESSIONAL & TECHNICAL	0		100	
10-42-330	EDUCATION & TRAINING	125	25%	500	
10-42-480	INDIGENT DEFENSE SVCS	0		2,400	
10-42-481	VICTIM REPARATION SURCHARGE	6,611	60%	11,000	
10-42-620	MISCELLANEOUS SERVICES	542	108%	500	
Total COURT:		25,086	79%	31,725	

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FY 2023 Year-To-Date

		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
ADMINISTRATIVE					
10-43-110	SALARIES AND WAGES	251,760	91%	278,000	
10-43-111	PERFORMANCE BONUS	6,100	100%	6,100	\$1.5k for year-end bonus
10-43-130	EMPLOYEE BENEFITS	764	38%	2,000	
10-43-131	EMPLOYER TAXES	22,795	102%	22,240	
10-43-132	INSUR BENEFITS	52,387	70%	75,180	
10-43-133	URS CONTRIBUTIONS	46,631	90%	51,904	
10-43-140	TERMINATION BENEFITS	36,297	100%	36,297	JHG, special fund
10-43-210	BOOKS, SUBSCRIPT & MEMBERSHIPS	3,202	94%	3,400	
10-43-220	PUBLIC NOTICES	0		0	
10-43-230	TRAVEL	1,446	90%	1,600	
10-43-240	OFFICE SUPPLIES AND EXPENSE	1,765	44%	4,000	
10-43-245	IT SUPPLIES & MAINT	15,700	98%	16,000	
10-43-250	EQUIPMENT/SUPPLIES & MNTNCE	132	4%	3,500	
10-43-255	VEHICLE SUPPLIES & MAINTENANCE	0		0	
10-43-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	16	#DIV/0!	0	
10-43-265	VEHICLE LEASE PAYMENTS	0		0	
10-43-270	UTILITIES	0		0	
10-43-280	TELEPHONE	5,321	116%	4,600	
10-43-310	PROFESSIONAL/TECHNICAL/SERVICE	7,770	78%	10,000	
10-43-315	PROF CONSULTANT SERVICES	5,125	93%	5,500	JHG contract
10-43-320	PROF/TECH/SERVICES/ACCOUNTING	3,848	38%	10,000	
10-43-325	PROF SERVICES - LEGAL	63,318	84%	75,000	
10-43-330	EDUCATION & TRAINING	1,693	68%	2,500	ULCT, UMCA, Bus Lic, ULCT Mid-Year
10-43-350	ELECTIONS	0		500	
10-43-440	BANK CHARGES	3,165	105%	3,000	new protections
10-43-500	INSURANCE DEDUCTIBLE EXPENSE	0		0	
10-43-510	INSURANCE AND SURETY BONDS	4,450	87%	5,100	
10-43-515	WORKERS COMPENSATION INS	1,783	89%	2,000	
10-43-610	MISCELLANEOUS SUPPLIES	216	22%	1,000	
10-43-620	MISCELLANEOUS SERVICES	1,844	74%	2,500	\$20K fraud all recovered
10-43-740	CAPITAL OUTLAY - EQUIPMENT	0		0	
Total ADMINISTRATIVE:		537,529	86%	621,921	
MUNICIPAL BUILDINGS					
10-45-110	SALARIES AND WAGES	9,509	63%	15,000	updated
10-45-111	PERFORMANCE BONUS	450	100%	450	\$200 year-end bonus
10-45-130	EMPLOYEE BENEFITS	30	15%	200	
10-45-131	EMPLOYER TAXES	782	65%	1,200	
10-45-132	INSUR BENEFITS	0		0	
10-45-133	URS CONTRIBUTIONS	221	74%	300	
10-45-255	VEHICLE SUPPLIES & MAINTENANCE	58	#DIV/0!	0	
10-45-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	4,308	108%	4,000	
10-45-265	TOM MOORE BLDG/MNTNCE	0		0	
10-45-270	UTILITIES	4,414	96%	4,600	
10-45-510	INSURANCE AND SURETY BONDS	1,084	43%	2,500	
10-45-610	MISCELLANEOUS SUPPLIES	0		500	
10-45-740	CAPITAL OUTLAY-EQUIPMENT	0		0	
Total MUNICIPAL BUILDINGS:		20,855	73%	28,750	

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		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
NON-DEPARTMENTAL					
10-50-330	TOWN EVENTS	1,124	45%	2,500	Canyon Clean UP. \$1.2k t shirts
10-50-340	CENTRAL WASATCH COMM / CWC	15,000	100%	15,000	
10-50-350	SLC COMM RENEWABLE ENERGY PROG	0		0	we already pd in FY22
10-50-610	MISCELLANEOUS SUPPLIES	0		1,200	
10-50-620	AUDIT	10,000	100%	10,000	
10-50-640	MISC SERVICES	51	5%	1,000	
10-50-650	INSURANCE CLAIMS	0		0	
10-50-910	REFUNDABLE SALES TAX PAID	0		0	
Total NON-DEPARTMENTAL:		26,175	88%	29,700	
TRANSPORTATION					
10-51-325	PROF & TECH SERVICES - LEGAL	3,790	38%	10,000	
10-51-630	WFRC MATCHING GRANT FUNDS	0		0	
10-51-631	TRAILHEAD PROJECTS	4,461	36%	12,290	kiosk
10-51-635	MEDIAN	0		1,000	
10-51-636	EXPANDED UTA BUS SERVICE	55,000	100%	55,000	
10-51-637	FLAGSTAFF LOT IMPROVEMENTS	0		0	
10-51-638	TRAFFIC MANAGEMENT	22	1%	3,000	
10-51-640	MISCELLANEOUS	0		0	
10-51-645	ALTA RESORT SHUTTLE	9,000	100%	9,000	
10-51-700	PARKING PERMITS	10,696	107%	10,000	permits and plowing
10-51-810	METERING	0		0	
Total TRANSPORTATION:		82,968	83%	100,290	
PLANNING AND ZONING					
10-53-120	COMMISSION REMUNERATION	0		375	
10-53-220	PUBLIC NOTICES	0		0	
10-53-230	TRAVEL	0		500	
10-53-240	OFFICE SUPPLIES AND EXPENSE	0		150	
10-53-310	PROFESSIONAL & TECHNICAL	1,500	30%	5,000	
10-53-315	PROF & TECH SERVICES - LAWSUIT	0		0	
10-53-325	PROF & TECH SERVICES - LEGAL	6,631	66%	10,000	
10-53-330	EDUCATION AND TRAINING	0		400	
10-53-510	INSURANCE & SURETY BONDS	3,565	94%	3,800	
10-53-610	MISCELLANEOUS SUPPLIES	0		300	
10-53-620	MISCELLANEOUS SERVICES	63	21%	300	
Total PLANNING AND ZONING:		11,758	56%	20,825	

TOWN OF ALTA

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		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
POLICE DEPARTMENT					
10-54-110	SALARIES AND WAGES	587,429	90%	650,000	
10-54-111	PERFORMANCE BONUS	16,070	100%	16,070	\$4.1k year-end bonus
10-54-130	EMPLOYEE BENEFITS	11,013	85%	13,000	
10-54-131	EMPLOYER TAXES	47,582	92%	52,000	
10-54-132	INSUR BENEFITS	118,284	84%	140,000	
10-54-133	URS CONTRIBUTIONS	87,108	77%	113,846	
10-54-140	TERMINATION BENEFITS	0		0	
10-54-210	BOOKS/SUBSCRIP/MEMBERSHIPS	5,246	525%	1,000	
10-54-230	TRAVEL	623	83%	750	
10-54-240	OFFICE SUPPLIES AND EXPENSE	406	20%	2,000	
10-54-245	IT SUPPLIES AND MAINT	14,016	93%	15,000	
10-54-250	EQUIP/SUPPLIES & MNTNCE	2,250	94%	2,400	
10-54-255	VEHICLE SUPPLIES & MAINTENANCE	15,056	60%	25,000	
10-54-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	29,566	92%	32,000	big snow removal year
10-54-265	VEHICLE LEASE PAYMENTS	60	#DIV/0!	0	
10-54-270	UTILITIES	8,263	103%	8,000	
10-54-280	TELEPHONE	9,432	114%	8,250	
10-54-310	PROFESS/TECHNICAL SERVICES	0		2,000	
10-54-325	PROF & TECH SERVICES - LEGAL	4,479	45%	10,000	
10-54-330	EDUCATION AND TRAINING	4,259	45%	9,500	
10-54-470	UNIFORMS	2,160	62%	3,500	
10-54-480	SPECIAL DEPARTMENT SUPPLIES	9,249	84%	11,000	vehicle gun mounts, body armour, taser membership, ammo
10-54-500	INSURANCE DEDUCTIBLE EXPENSE	0		500	
10-54-510	INSURANCE AND SURETY BONDS	12,136	867%	1,400	* didn't get updated with final budget, dept still under budget
10-54-515	WORKERS COMPENSATION INS	3,571	84%	4,250	
10-54-610	MISCELLANEOUS SUPPLIES	303	12%	2,500	
10-54-620	MISCELLANEOUS SERVICES	5,295	106%	5,000	
10-54-740	CAPITAL OUTLAY - EQUIPMENT	7,127	100%	7,127	2022 tacoma setup
10-54-810	METERING	12,100	100%	12,100	alta/bird split
10-54-820	4x4 ENFORCEMENT	0		0	
Total POLICE DEPARTMENT:		1,013,087	88%	1,148,193	
ECONOMIC DEVELOPMENT					
10-55-230	TRAVEL	0		0	
10-55-310	ACVB CONTRIBUTION	0		0	ACVB dissolving
10-55-480	ACVB Matching Grant Funds	0		0	
Total ECONOMIC DEVELOPMENT:		0		0	

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Account Number	Account Title	2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
POST OFFICE					
10-56-110	SALARIES AND WAGES	26,838	102%	26,245	
10-56-111	PERFORMANCE BONUS	1,100	100%	1,100	\$400 year-end bonus
10-56-130	EMPLOYEE BENEFITS	180	60%	300	
10-56-131	EMPLOYER TAXES	2,165	94%	2,300	
10-56-210	BOOKS/SUBSCRIP/MEMBERSHIPS	0		0	
10-56-230	TRAVEL	0		100	
10-56-240	OFFICE SUPPLIES & EXPENSE	351	94%	375	
10-56-245	IT SUPPLIES AND MAINT	18	9%	200	software upgrades
10-56-250	EQUIP/SUPPLIES AND MNTNCE	943	94%	1,000	
10-56-260	BLDGS/GOUNDS-SUPPLIES/MNTNCE	4,071	81%	5,000	part snowblower, carpet cleaning, snow removal
10-56-270	UTILITIES	2,498	83%	3,000	
10-56-280	TELEPHONE	1,687	94%	1,800	
10-56-440	BANK CHARGES - Alta CPO Acct	0		0	
10-56-480	SPECIAL DEPARTMENT SUPPLIES	5	5%	100	
10-56-510	INSURANCE & SURETY BONDS	694	117%	594	
10-56-515	WORKERS COMPENSATION INS	329	82%	400	
10-56-620	MISCELLANEOUS SERVICES	42	21%	200	
10-56-630	OVERAGE & SHORT	0		0	
10-56-635	POST OFFICE INVENTORY	-888	#DIV/0!	0	
10-56-740	CAPITAL OUTLAY - EQUIPMENT	0		0	
Total POST OFFICE:		40,035	94%	42,714	
FIRE PROTECTION					
10-57-310	PROFESS/TECHNICAL SERVICES	0		0	
Total FIRE PROTECTION:		0		0	
BUILDING INSPECTION					
10-58-110	SALARIES AND WAGES	0		0	
10-58-120	PLAN CHECKS	2,211	63%	3,500	
10-58-130	EMPLOYEE BENEFITS	0		0	
10-58-210	BOOKS, SUBSCRIPTIONS & MEMBERS	0		0	
10-58-230	TRAVEL	0		0	
10-58-280	TELEPHONE	0		0	
10-58-310	PROFESS/TECHNICAL INSPECTIONS	8,280	83%	10,000	
10-58-325	PROF SERVICES - LEGAL	460	92%	500	
10-58-330	EDUCATION AND TRAINING	0		0	
10-58-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
10-58-481	BUILDING PERMIT - SURCHARGES	559	74%	750	
10-58-510	INSURANCE & SURETY BONDS	631	79%	800	
Total BUILDING INSPECTION:		12,141	78%	15,550	
STREETS - C ROADS					
10-60-110	SALARIES AND WAGES	0		0	
10-60-130	EMPLOYEE BENEFITS	0		0	
10-60-250	EQUIP/SUPPLIES/MNTNCE	0		0	
10-60-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0		4,000	work couldn't get done
10-60-265	FLAGSTAFF LOT PAVING	0		0	
10-60-310	PROFESS/TECHNICAL SERVICES	0		12,000	work couldn't get done, 2x in FY24
10-60-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
Total STREETS - C ROADS:		0		16,000	

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Account Number	Account Title	2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
RECYCLING					
10-62-210	BOOKS/SUBSCRIP/MEMBERSHIPS	0		0	
10-62-230	TRAVEL	0		0	
10-62-250	EQUIP/SUPPLIES/MNTNCE	0		0	
10-62-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	1,629	109%	1,500	
10-62-310	CONTRACT SERVICES cardboard	18,257	91%	20,000	
10-62-315	CONTRACT SERVICES GLASS ONLY	0		0	
10-62-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
10-62-610	MISCELLANEOUS SUPPLIES	0		300	
Total RECYCLING:		19,886	91%	21,800	
HOMELAND SECURITY GRANT					
10-65-110	SALARIES AND WAGES	0		0	
10-65-130	EMPLOYEE BENEFITS	0		0	
10-65-210	BOOKS, SUBSCRIPT & MEMBERSHIPS	0		0	
10-65-250	EQUIP/SUPPLIES/MNTNCE	0		0	
10-65-255	VEHICLE SUPPLIES & MAINTENANCE	0		0	
10-65-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0		0	
10-65-310	PROFESSIONAL & TECHNICAL	0		0	
10-65-330	EDUCATION AND TRAINING	0		0	
10-65-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
10-65-740	CAPITAL OUTLAY - EQUIPMENT	0		0	
Total HOMELAND SECURITY GRANT:		0		0	
GIS					
10-66-110	SALARIES AND WAGES	0		0	move to consultants
10-66-111	PERFORMANCE BONUS	0		0	
10-66-130	EMPLOYEE BENEFITS	0		0	
10-66-131	EMPLOYER TAXES	0		0	
10-66-240	OFFICE SUPPLIES AND EXPENSE	0		500	
10-66-250	EQUIPMENT/SUPPLIES & MNTNCE	0		0	
10-66-310	PROFESS/TECHNICAL SERVICES	0		2,000	
10-66-330	EDUCATION AND TRAINING	0		0	
10-66-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
10-66-740	CAPITAL OUTLAY - EQUIPMENT	0		0	
Total GIS:		0		2,500	

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		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
SUMMER PROGRAM					
10-70-110	SALARIES AND WAGES	783	20%	4,000	
10-70-111	PERFORMANCE BONUS	150	100%	150	
10-70-130	EMPLOYEE BENEFITS	40	67%	60	
10-70-131	EMPLOYER TAXES	66	21%	320	
10-70-250	EQUIP-SUPPLIES/MNTNCE	2,303	38%	6,000	park toilet etc.
10-70-255	VEHICLE SUPPLIES & MAINTENANCE	498	50%	1,000	
10-70-260	BLDGS/GROUNDS-STORAGE UNIT	2,909	86%	3,372	flower pots, storage unit
10-70-265	VEHICLE LEASE PAYMENTS	0		0	
10-70-310	PROFESSIONAL & TECHNICAL	0		0	
10-70-320	USFS RANGER	12,000	100%	12,000	
10-70-470	TRAILS	26,654	181%	14,752	cecret lake
10-70-480	SPECIAL DEPARTMENT SUPPLIES	0		100	
10-70-510	INSURANCE AND SURETY BONDS	395	99%	400	
10-70-515	WORKERS COMPENSATION INS	0		400	
10-70-740	CAPITAL OUTLAY - EQUIPMENT	0		20,000	
Total SUMMER PROGRAM:		45,798	73%	62,554	
IMPACT FEE					
10-72-110	SALARIES AND WAGES	0		0	
10-72-130	EMPLOYEE BENEFITS	0		0	
10-72-250	EQUIP-SUPPLIES/MNTNCE	0		0	
10-72-280	TELEPHONE	0		0	
10-72-310	PROFESS/TECHNICAL SERVICES	0		4,500	community center feasibility study
10-72-325	PROF & TECH SERVICES - LEGAL	0		0	
10-72-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
10-72-620	MISCELLANEOUS SERVICES	0		0	
10-72-740	CAPITAL OUTLAY - EQUIPMENT	0		0	
Total IMPACT:		0		4,500	
LIBRARY - COMMUNITY CENTER					
10-75-110	SALARIES AND WAGES	0		0	
10-75-130	EMPLOYEE BENEFITS	0		0	
10-75-250	EQUIP-SUPPLIES/MNTNCE	0		500	
10-75-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	2,902	41%	7,000	
10-75-270	UTILITIES	3,066	123%	2,500	
10-75-280	TELEPHONE	0		0	
10-75-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
10-75-510	INSURANCE & SURETY BONDS	1,427	100%	1,427	
10-75-620	MISCELLANEOUS SERVICES	0		100	
10-75-740	CAPITAL OUTLAY - EQUIPMENT	0		10,500	
Total LIBRARY - COMMUNITY CENTER:		7,395	34%	22,027	

TOWN OF ALTA

FY 2023 Year-To-Date

		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
COMMUNITY DEVELOPMENT					
10-78-110	SALARIES AND WAGES	0		0	
10-78-130	EMPLOYEE BENEFITS	0		0	
10-78-250	EQUIP-SUPPLIES/MNTNCE	0		0	
10-78-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0		0	
10-78-310	PROGESS/TECHNICAL SERVICES	0		0	
10-78-620	MISCELLANEOUS SERVICES	0		0	
10-78-740	CAPITAL OUTLAY - EQUIPMENT	0		0	
Total COMMUNITY DEVELOPMENT:		0		0	
TRANSFERS OUT OF GENERAL FUND					
10-90-510	TRANSFER TO WATER FUND	0		0	
10-90-520	TRANSFER TO SEWER FUND	0		0	
10-90-530	TRANSFER TO DEBT SERVICE	0		0	
10-90-540	TRANS TO GENERAL FUND RESERVE	0		0	
10-90-550	TRANS TO CAPITAL PROJECT FUND	0		581,303	min transfer amount not calculated yet
10-90-560	TRANS TO POST EMPLOYMENT FUND	0		0	
Total TRANSFERS OUT OF GENERAL FUND:		0		581,303	
GENERAL FUND Expenditure Total:		1,863,702	85%	2,191,799	
GENERAL FUND TRANSFER OUT Total:		0		581,303	
GENERAL FUND BUDGET		1,863,702	67%	2,773,102	
GENERAL FUND SUMMARY					
GENERAL FUND Revenue & Transfer IN Total:		2,758,554	100%	2,765,103	
GENERAL FUND Expenditure & Transfer OUT Total:		1,863,702	67%	2,773,102	
Net Total GENERAL FUND:		894,852	-11187%	-7,999	clerical error, see explanation in clerk's report

TOWN OF ALTA

FY 2023 Year-To-Date

Account Number	Account Title	2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
CAPITAL PROJECT FUND REVENUE					
INTERGOVERNMENTAL REVENUE					
45-33-400	STATE GRANT	0		0	
Total INTERGOVERNMENTAL REVENUE:		0		0	
MISCELLANEOUS REVENUE					
45-36-100	INTEREST	20,262	107%	19,000	
Total MISCELLANEOUS REVENUE:		20,262	107%	19,000	
TRANSFERS INTO CAPITAL PROJECT FUND					
45-39-100	TRANSFER FROM GENERAL FUND	0		581,303	from GF, not yet calculated
45-39-250	USE OF RESERVED FUNDS	0		19,364	
Total TRANSFERS INTO CAPITAL PROJECT FUND:		0		600,667	
CAPITAL PROJECT FUND EXPENSE					
MUNICIPAL BUILDINGS					
45-45-740	TOWN OFFICE	6,332	100%	6,332	windows
45-45-750	LIBRARY - COMMUNITY CENTER	9,626	66%	14,567	garage vent, ladder
Total EXPENDITURE:		15,958	76%	20,899	0
POLICE DEPT					
45-54-741	BUILDINGS	0		0	
45-54-742	VEHICLES	0		0	
45-54-743	EQUIPMENT	3,808	100%	3,808	defi hb
Total EXPENDITURE:		3,808	100%	3,808	0
OTHER EXPENDITURES					
45-70-740	SUMMER PROGRAM	0		0	
Total EXPENDITURE:		0		0	0
TRANSFERS OUT OF CAPITAL PROJECTS FUND					
45-90-200	CONTRIB TO FUND BALANCE	0		594,960	
45-90-540	TRANS TO GENERAL FUND RESERVE	0		0	
Total TRANSFERS OUT OF CAPITAL PROJECTS FUND:		0		594,960	0
CAPITAL PROJECT FUND Revenue & Transfer Total:		20,262	3%	619,667	0
CAPITAL PROJECT FUND Expenditure Total:		19,766	3%	619,667	0
Net Total CAPITAL PROJECT FUND:		495	#DIV/0!	0	0

TOWN OF ALTA

FY 2023 Year-To-Date

		2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
Account Number	Account Title				
WATER FUND REVENUE					
CHARGES FOR SERVICES					
51-34-100	WATER SALES	248,815	97%	255,331	
51-34-101	WATER SALES - OVERAGE	34,668	100%	34,668	
51-34-102	WATER SALES - OTHER	14,990	100%	14,990	
51-34-200	CONNECTION FEES	0		0	
Total CHARGES FOR SERVICES:		298,474	98%	304,989	
MISCELLANEOUS REVENUE					
51-36-100	INTEREST EARNINGS	13,217	112%	11,800	updated
51-36-200	BOND PROCEEDS	0		0	
51-36-300	OTHER FINANCING SOURCES	0		0	portion BOR grant forfeited
51-36-800	DONATIONS	0		0	
51-36-810	IMPACT FEES	0		0	
51-36-820	AMERICAN RECOVERY ACT	0		0	
51-36-900	MISCELLANEOUS	342	#DIV/0!	0	
Total MISCELLANEOUS REVENUE:		13,559	115%	11,800	
TRANSFERS INTO WATER FUND					
51-39-100	CONTRIBUTIONS - GENERAL FUND	0		0	
51-39-200	USE OF WATER RESERVE/PTIF BAL	0		78,728	
Total TRANSFERS INTO WATER FUND:		0		78,728	

TOWN OF ALTA

FY 2023 Year-To-Date

Account Number	Account Title	2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
WATER FUND EXPENDITURES					
51-40-110	SALARIES AND WAGES	5,609	86%	6,515	
51-40-111	PERFORMANCE BONUS	100	100%	100	
51-40-130	EMPLOYEE BENEFITS	0		0	
51-40-131	EMPLOYER TAXES	444	100%	444	
51-40-132	INSUR BENEFITS	685		685	
51-40-133	URS CONTRIBUTIONS	755		755	
51-40-210	BOOKS/SUBSCRIP/MEMBERSHIPS	775	86%	900	
51-40-230	TRAVEL	0		200	
51-40-240	OFFICE SUPPLIES AND EXPENSE	0		100	
51-40-245	IT/ACCTG SOFTWARE SUPPORT	1,733	43%	4,000	
51-40-250	EQUIP-SUPPLIES/MNTNCE	57	1%	6,000	
51-40-255	VEHCILES-SUPPLIES/MNTNCE	0		500	
51-40-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	4,646	93%	5,000	plowing
51-40-265	VEHICLE LEASE PAYMENTS	0		0	
51-40-270	UTILITIES	15,027	88%	17,000	
51-40-280	TELEPHONE	2,539	106%	2,400	
51-40-305	WATER COSTS	8,074	108%	7,500	
51-40-310	PROFESS/TECHNICAL SERVICES	34,940	84%	41,500	\$39K SA3, \$2.5k JHG
51-40-315	OTHER SERVICES/WATER PROJECTS	0		0	
51-40-320	ENGINEERING/WATER PROJECTS	10,344	69%	15,000	
51-40-325	PROF & TECH SERVICES - LEGAL	2,278	76%	3,000	
51-40-330	EDUCATION AND TRAINING	0		650	
51-40-475	SUPPLIES/WATER PROJECTS	786	79%	1,000	
51-40-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
51-40-490	WATER TESTS	8,491	85%	10,000	
51-40-495	WATER TREATMENT SUPPLIES	349	2%	22,192	
51-40-510	INSURANCE AND SURETY BONDS	4,970	95%	5,250	
51-40-515	WORKERS COMPENSATION INS	602	100%	600	
51-40-610	MISCELLANEOUS SUPPLIES	226	113%	200	
51-40-620	MISCELLANEOUS SERVICES	1,583	38%	4,200	
51-40-630	BAD DEBT EXPENSE	0		0	
51-40-650	DEPRECIATION	0		58,000	
51-40-740	CAPITAL OUTLAY	75,497	96%	78,728	done: \$50k GMD hydrant, engineering (\$22k water meters) (remaining - \$20k gas line, \$351k peruvian est, \$50k Shrontz Est, \$32k GG line) = \$ 553k
51-40-810	DEBT SERVICE - PRINCIPAL	0		0	
51-40-820	DEBT SERVICE - INTEREST	0		0	
51-40-830	INFRASTRUCTURE REPLACEMENT	409	0%	103,098	
51-40-999	LOSS ON DISPOSAL OF CAP ASSETS	0		0	
Total EXPENDITURES:		180,919	46%	395,517	
WATER FUND Revenue & Transfer Total:		312,032	79%	395,517	0
WATER FUND Expenditure Total:		180,919	46%	395,517	0
Net Total WATER FUND:		131,113	#DIV/0!	0	0

TOWN OF ALTA

FY 2023 Year-To-Date

Account Number	Account Title	2022-23 Current year YTD Actual	2022-23 Current Year Percent Used	2022-23 Approved Budget	2022-23 NOTES Budget
SEWER FUND REVENUE					
CHARGES FOR SERVICES					
52-34-100	SEWER SERVICES	139,544	97%	144,431	
52-34-200	CONNECTION FEES	0		0	
Total CHARGES FOR SERVICES:		139,544	97%	144,431	
MISCELLANEOUS REVENUE					
52-36-100	INTEREST EARNINGS	15,833	106%	15,000	
52-36-300	OTHER FINANCING SOURCES	0		0	
52-36-900	MISCELLANEOUS	0		0	
Total MISCELLANEOUS REVENUE:		15,833	106%	15,000	0
TRANSFERS INTO SEWER FUND					
52-39-100	CONTRIBUTIONS - GENERAL FUND	0		0	
52-39-200	USE OF SEWER RESERVE/PTIF	0		0	
Total TRANSFERS INTO SEWER FUND:		0		0	
SEWER FUND EXPENDITURES					
52-40-110	SALARIES AND WAGES	4,196	84%	5,000	
52-40-111	PERFORMANCE BONUS	100	100%	100	
52-40-130	EMPLOYEE BENEFITS	60	50%	120	
52-40-131	EMPLOYER TAXES	127	23%	550	
52-40-132	INSUR BENEFITS	0		0	
52-40-133	URS CONTRIBUTIONS	0		0	
52-40-240	OFFICE SUPPLIES AND EXPENSE	0		100	
52-40-245	IT/ACCTG SOFTWARE SUPPORT	1,733	58%	3,000	
52-40-250	EQUIP-SUPPLIES/MNTNCE	0		200	
52-40-265	VEHICLE LEASE PAYMENTS	0		0	
52-40-305	DISPOSAL COSTS	95,248	79%	120,000	
52-40-310	PROFESS/TECHNICAL SERVICES	0		2,000	
52-40-325	PROF & TECH SERVICES - LEGAL	0		1,000	
52-40-480	SPECIAL DEPARTMENT SUPPLIES	0		0	
52-40-510	INSURANCE AND SURETY BONDS	3,282	82%	4,000	
52-40-515	WORKERS COMPENSATION INS	329	82%	400	
52-40-610	MISCELLANEOUS SUPPLIES	0		300	
52-40-620	MISCELLANEOUS SERVICES	2,115	106%	2,000	
52-40-630	BAD DEBT EXPENSE	0		0	
52-40-650	DEPRECIATION	0		20,563	
52-40-740	CAPITAL OUTLAY	0		0	
52-40-810	DEBT SERVICE - PRINCIPAL	0		0	
52-40-820	DEBT SERVICE - INTEREST	0		0	
52-40-830	INFRASTRUCTURE REPLACEMENT	0		0	
52-40-910	TRANSFERS TO OTHER FUNDS	0		98	
52-40-999	LOSS ON DISPOSAL OF CAP ASSETS	0		0	
Total EXPENDITURES:		107,191	67%	159,431	
SEWER FUND Revenue & Transfers Total:		155,377	97%	159,431	0
SEWER FUND Expenditure Total:		107,191	67%	159,431	0
Net Total SEWER FUND:		48,186	#DIV/0!	0	0
NET "GRAND" TOTAL - ALL 4 FUNDS BUDGET MUST = Zero		1,074,646		-7,999	

MINUTES
WORK SESSION VIRTUAL MEETING
PUBLIC HEARINGS VIRTUAL
ALTA TOWN COUNCIL VIRTUAL MEETING
Wednesday, June 21, 2023, 9:00 AM
Alta Community Center (virtual), 10351 E. Highway 210, Alta, Utah

PRESENT: Mayor Roger Bourke
Councilmember John Byrne
Councilmember Sheridan Davis
Councilmember Elise Morgan

STAFF PRESENT: Chris Cawley, Interim Town Manager
Mike Morey, Town Marshal
Jen Clancy, Town Clerk
Molly Austin, Deputy Clerk

ALSO PRESENT: Cameron Platt, Legal Counsel
Craig Heimark, Treasurer

NOT PRESENT: Councilmember Carolyn Ancil

WORK SESSION

1. **CALL THE WORK SESSION TO ORDER AND DECLARATION**

00:00:00

Mayor Bourke called the work session of the Alta Town Council to order for June 21, 2023. Pursuant to his May 23, 2023 determination, Mayor Bourke said that it is in the community's best interest to hold this meeting virtually without an anchor location.

2. **DISCUSSION ON THE FY 2023 YEAR-END BUDGETS**

00:00:55

Jen Clancy said the Town would meet its budget. She reported that the transfer from the General Fund to the Capital Project Fund is currently budgeted at \$581k. Jen said she didn't have enough information yet to project the minimum transfer number but would come back to the council when she had the information to discuss the transfer.

3. **DISCUSSION ON THE FY 2024 TENTATIVE BUDGETS**

00:06:50

Jen Clancy reported on individual changes that have been made to the proposed tentative budget since the May Town Council meeting.

John Byrne expressed some concerns about approving funding for a few of the projects in the Capital Project Fund budget before the projects have been developed. He called out the \$75k Community Center Feasibility Study and the \$25k Tom Moore toilet projects as not being ready for approval. He suggested studying the Town Center site, and suggested more discussion on what actually gets built next and that we shouldn't assume it's a community center in light of the other aging Town facilities. He suggested a town facilities master plan be developed to look out at our building needs over a longer horizon. John suggested the Community Center and Tom Moore toilets projects be kept on the project list but not be approved for funding at this time. Elise Morgan concurred with John and suggested the Planning Commission might be able to work on a facilities master plan. Sheridan Davis also concurred; it was suggested that \$10k be authorized to study the Tom Moore toilet project and the \$25k in project execution funds be held for a decision at a later time.

Chris Cawley reported that UDOT has a \$15k cultural resources mitigation budget in the next phase of the Little Cottonwood Canyon EIS and the Town would receive funding for the Tom Moore historical structure if they issue a record of decision that is not "no action." Unfortunately, we don't know the timing of UDOT decision, but this opportunity is out there. Chris said he was comfortable with the suggestions being made by the council and suggested \$10k for a feasibility study for the Tom Moore structure.

Jen summarized the council's conversation as support to move the \$75k Community Center Feasibility Study and \$25k Tom Moore project to a future decision and adding a \$10k line item to study options for the stabilizing the Tom Moore toilet and better understanding what it would take to turn that facility into a functioning toilet.

Jen reviewed the rates being proposed for the water and sewer customers. She pointed out the increase in the sewer fund is mainly due to passing on the increased disposal costs to the customer.

4. MOTION TO ADJOURN

01:00:00

MOTION: John Byrne motioned to adjourn, and Sheridan Davis seconded.

VOTE: All in favor. The meeting was adjourned unanimously.

PUBLIC HEARINGS

Public Hearing #1: FY 2023 Year-End Budget Amendments

1. CALL THE PUBLIC HEARING ON PROPOSED FY 2023 YEAR-END BUDGET AMENDMENTS TO ORDER

01:01:05

The Mayor called the public hearing to order to hear public comment on the proposed FY 2023 budget amendments.

2. PUBLIC COMMENT

No public comment was made. No written comment submitted.

3. ADJOURN PUBLIC HEARING

MOTION: John Byrne motioned to close the public hearing, and Sheridan Davis seconded.

VOTE: All in favor. The Mayor closed the public hearing.

Public Hearing #2: FY 2024 Tentative Budgets and Proposed Tax Rate

1. CALL THE PUBLIC HEARING ON FY 2024 TENTATIVE BUDGETS AND PROPOSED TAX RATE

01:03:20

The Mayor called the public hearing to order to hear public comment on the FY 2024 Tentative Budgets and proposed tax rate.

2. PUBLIC COMMENT

No public comment was made. No written comment submitted.

3. ADJOURN PUBLIC HEARING

MOTION: Elise Morgan motioned to close the public hearing and John Byrne seconded.

VOTE: All in favor. The Mayor closed the public hearing.

Public Hearing #3: FY 2024 Alta Special Service District Budget and Certified Tax Rate

1. CALL THE PUBLIC HEARING ON PROPOSED FY 2024 ALTA SPECIAL SERVICE DISTRICT BUDGET AND CERTIFIED TAX RATE TO ORDER

01:07:05

The Mayor called the public hearing to order to hear public comment on the proposed FY 2024 Alta special service district budget and certified tax rate.

2. PUBLIC COMMENT

No public comment. No written comment submitted.

3. ADJOURN PUBLIC HEARING

MOTION: John Byrne motioned to close the public hearing and Sheridan Davis seconded.

VOTE: All in favor. The Mayor closed the public hearing.

TOWN COUNCIL MEETING

1. CALL THE REGULAR TOWN COUNCIL MEETING TO ORDER AND DECLARATION

01:13:20

Mayor Bourke called the regular meeting of the Alta Town Council to order for June 21, 2023.

(declaration stated earlier in the meeting)

2. CITIZEN INPUT

01:13:50

No public comment was made.

Jen Clancy reported that Cliff Curry had submitted a letter that was distributed to the council and would be included as Exhibit A to these meeting minutes.

3. ALTA SKI AREA UPDATE – MIKE MAUGHAN

01:15:20

Mike Maughan did not attend the meeting.

4. APPROVAL OF CONSENT AGENDA: MAY 10, 2023 MEETING MINUTES, STAFF AND FINANCE REPORTS

01:15:30

John Byrne proposed that in the Budget Committee the second paragraph of the “Budget Discussion FY24” should say “Over the last couple months, the Capital Projects Committee has been working” not the budget committee as drafted. Jen Clancy said she would verify the edit and reflect its correction in the approved meeting minutes.

MOTION: Mayor Bourke motioned to approve the consent agenda including the May 10, 2023 meeting minutes including the edit proposed by John Byrne, the staff, and financial reports. John Byrne seconded.

VOTE: All in favor. The consent agenda including the May 10, 2023 meeting minutes as amended, and the staff and financial reports were unanimously approved.

5. **QUESTIONS REGARDING DEPARTMENTAL REPORTS**

01:18:50

Sheridan Davis asked for Mike Morey's opinion on if the Town is ticketing less in light of the parking program. Mike reported that since the inception of the overnight permit parking program, they have found that the parking program in Town has been much more orderly resulting in a reduction in the amount of improperly parked cars in the last two years. Mike did mention that speeding has been a problem in Town and that he would talk with UDOT about installing speed bumps.

Sheridan also asked if we changed the overnight road closure times from 10pm to midnight if Mike Morey would see immediate problems with that type of change. Mike responded that there are benefits to earlier closures with staff availability but that also comes at a cost to the lodging community and for some commuting residents. Mike said they have spoken with UDOT about this and that they heavily factor this into decisions. Mike pointed out that by and large he feels they make the closure decisions based on each situation, its hazards, and available resources.

6. **MAYOR'S REPORT**

01:24:40

Mayor Bourke shared his screen and reported on the following items:

- John Guldner retired after 4+ decades of service to our community;
- Chris Cawley appointed Interim Town Manager;
- Governor Cox hosted several snow fighters recognizing their efforts to keep LCC safe and functional last winter. Among them were Mike Morey, Ted Spencer, Sarah McCloskey, and Chris Cawley;
- The Town will administer the local shuttle again next winter. UTA will not return service to 2021-22 level, but keep it at the 2022-23 level and will not provide bus service beyond the Wildcat lot;
- Canyon Cleanup on June 27;
- Council of Mayor's Meeting mid-day on July 20th will be in Alta;
- Wasatch Front Regional Council met on May 25 and adopted a regional transportation plan which included the UDOT concept;
- Much opposition was voiced as it included the gondola;
- A caveat was that phase 1 (increase bussing + tolling) and phase 2 (snowsheds) should be completed before starting on phase 3 (gondola.);
- Three citizens have declared their candidacy for this November's town council election: Elise Morgan, Sheridan Davis and Dan Schilling;
- A scaled down community center is back in the mix; cost ~\$4M;
- Next meeting will be Wednesday, July 12, 2023, 3pm;
- Today is northern hemisphere summer solstice.

7. **DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2023-R-8 FOR FY 2023 BUDGETS**

01:32:30

Jen Clancy reviewed the sales tax rates charts that were presented in the consent agenda for consideration with the FY 2024 Tentative Budget. She then realized she was briefing the council on Ordinance 2023-O-4 and had jumped ahead on the agenda.

John Byrne commented he liked the resolution and approach in which we transfer any amounts in the General Fund in excess of 100% to the Capital Projects Fund. Jen said she would come back to the council once she knew the minimum transfer amount. Craig Heimark chimed in to clarify that the direction being given to the Town Clerk was to keep as large of a cash balance as allowed, and per the resolution Jen would be authorized to automatically transfer any funds in the General Fund in excess of 100% and simply report that number back to the council (as opposed to asking for permission). John added he liked knowing we are reserving as much as the State will allow.

MOTION: Mayor Bourke motioned to adopt Resolution 2023-R-8.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis - I, and Councilmember Morgan - I.
Against: no votes. The motion passed unanimous.

8. DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE 2023-O-5 FOR THE IMPOSITION OF A 1% MUNICIPAL TRANSIENT ROOM TAX

01:43:40

Jen Clancy pulled up the sales tax rate charts from the consent agenda and pointed to how the 1% Municipal Transient Room Tax (TM) would be applied on that rate chart and how our rates compared to a few other communities. Sheridan Davis commented that she found the schematic of where different comparable communities received tax revenue was helpful especially as we consider what services we provide. She added its helpful to see what services others are providing and where their taxable revenue is coming from and how we compare.

John Byrne said he was going to advocate against imposing this tax because he doesn't feel that we have demonstrated a need for this money. The stated need is to help grow the Capital Project Fund faster and that's a great long-term goal and we are saving as much as we can in the General Fund. He projects we will transfer at least the \$581k if not 8 or 9K, so he feels were are reserving north of a million dollars a year and haven't demonstrated the ability to deploy that cash. He added we haven't demonstrated the ability to execute a million dollars' worth of projects a year. He said we could definitely revisit the tax in the future and that we really need to start projecting future capital fund balances to guide in making these decisions and to demonstrate need. John said he felt the same arguments apply to the .1% tax but that it was such a small amount and more of a housekeeping matter that he wouldn't advocate against it if the rest of the council supported it.

Elise Morgan said she was not in favor of the 1% TM tax either because she doesn't feel we need it right now. She added we don't know when we might fall on harder times, and she thinks keeping this in reserve for a later time is better. She also wanted to listen to and honor the feedback from the lodging community who is not in favor of the tax and a big part of the Town's revenue. Elise said she was ok with adopting the .1% tax and would like to keep up with property tax.

Mayor Bourke commented that if we save this in reserve, when the town identifies a need it might coincide with bad time for our business community.

Craig Heimark commented that because the administrative department is a person down, he's concerned we won't be able to demonstrate project execution.

Sheridan Davis said she concurred with what John and Elise were saying.

MOTION: Mayor Bourke motioned to call the question on whether to adopt Ordinance 2023-O-5 to impose a 1% Municipal Transient Room Tax.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - Against, Councilmember Byrne – Against, Councilmember Morgan – Against, Councilmember Davis – Against.
In support of the ordinance: no votes. Ordinance 2023-O-5 fails unanimously.

9. **DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE 2023-O-4 FOR THE IMPOSITION OF AN ADDITIONAL .1% RESORT COMMUNITY SALES TAX**

02:07:00

John Byrne said he felt after the conversation that we could go either on this tax, but in the spirit of balance and going ahead with this small one and truth in taxation seems reasonable.

MOTION: John Byrne motioned to adopt Ordinance 2023-O-4 to impose a .1% Resort Tax. Elise Morgan seconded the motion.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis – I, Councilmember Morgan – I.
Against: no votes. Ordinance 2023-O-4 passes unanimously.

10. **UTAH LOCAL GOVERNMENTS TRUST RENEWAL: JOSH MCKELL**

02:08:00

Josh was welcomed to the meeting by Mayor Bourke. Josh said he was invited to review the town's upcoming insurance renewal with the Trust on July first. Josh introduced Utah Local Governments Trust (the Trust) as a public agency insurance mutual and they are funded by their members and only insure member entities. Their bylaws only allow them to provide coverage for other local government entities. He reflected that we are in probably the toughest insurance market that we have seen in this generation, but that the Trust is a protected. Josh said the areas of focus this year are: designated safety officer, team appreciation program, budget protection plan, and cyber security. Josh reported that the Town's liability premium would stay the same, our property coverage would go up slightly and auto coverage would go down slightly resulting in a \$124 net change in policy premiums. He added that we participate in the team appreciation program and would receive 5% of our liability premium this year (\$1,262). He went on to review the coverage summary.

Mayor Bourke asked if we were under, over, or insured just right. Josh explained that based on the coverage tiers he felt we are in the right place. Josh identified land use decisions and vehicle incidents to be the Town's likely biggest risks.

11. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2023-R-10 FOR ALTA SPECIAL SERVICE DISTRICT BUDGET AND CERTIFIED TAX RATE TENTATIVE BUDGETS

02:21:50

Jen Clancy reminded the council that even though the budget and tax rate are proposed at zero this action keeps service district on the books should it be needed in the future.

MOTION: Mayor Bourke motioned to adopt Resolution 2023-R-10, and John Byrne seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis – I, Councilmember Morgan – I.

Against: no votes. Resolution 2023-R-10 was adopted unanimously.

12. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2023-R-11 ADOPTING A 2024 PROJECTS PLAN

02:24:10

Jen Clancy pulled up the details of the projects plan and said that her understanding of what was proposed in the work session was to move the \$25k for the Tom Moore Historic Structure and \$75k for the Community Center Feasibility Study from the approval phase to the projects not ready to propose yet category/phase. Additionally, add a project to be approved today for \$10k for a feasibility study for the Tom Moore toilet.

MOTION: John Byrne motioned to adopt Resolution 2023-R-11 with modifications as discussed, and Sheridan Davis seconded.

John Byrne commented on the language in the Resolution regarding when the plan gets reviewed, he suggested linking revisiting this plan to anytime we amend the current year budget. He said it just makes sense to revisit the Cap-Ex plan when we are amending the budget. Mayor Bourke pointed out he thought the language did what John was asking already and John concurred.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis – I, Councilmember Morgan – I.

Against: no votes. Resolution 2023-R-11 was adopted unanimously.

13. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2023-R-12 ESTABLISHING WATER RATES EFFECTIVE JULY 1, 2023

02:24:15

Mayor Bourke stated that water rates were going up. Jen Clancy said the rate would increase from \$84.23 to \$94.37 which is a 12% and that the overage rate would increase by 20%.

MOTION: John Byrne motioned to adopt Resolution 2023-R-12, and Elise Morgan seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis – I, Councilmember Morgan – I.
Against: no votes. Resolution 2023-R-12 was adopted unanimously.

14. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2023-R-13 ESTABLISHING SEWER RATES EFFECTIVE JULY 1, 2023

02:35:00

Jen Clancy reported there was a 28% rate increase this year mainly due to disposal costs.

MOTION: John Byrne motioned to adopt Resolution 2023-R-13, and Sheridan Davis seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis – I, Councilmember Morgan – I.
Against: no votes. Resolution 2023-R-13 was adopted unanimously.

15. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2023-R-14 REPEALING AND REPLACING THE FEE SCHEDULE

02:36:40

Jen Clancy stated this action was to memorialize the changes to the water and sewer rates in the fee schedule.

MOTION: Mayor Bourke motioned to adopt Resolution 2023-R-14, and Elise Morgan seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis – I, Councilmember Morgan – I.
Against: no votes. Resolution 2023-R-14 was adopted unanimously.

16. DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 2023-R-9 FOR FY 2024 TENTATIVE BUDGETS AND THE PROPOSED CERTIFIED TAX RATE

02:37:50

Jen Clancy stated the proposed property tax rate in the budget as presented is .001043. She added the average residential home value in Alta is just short of 1.9M. Mayor Bourke said at this time we don't know what changes the other entities that impose taxes in Alta are proposing, of which the largest are the schools. Jen mentioned the truth in taxation public hearing will be held on August 9, 2023 at 6pm, and that other entities that could impose a tax in Alta would have to have a public hearing time separate from ours to allow the affected public to attend both hearings. Mayor Bourke said one of the reasons for the increase is that property tax revenue is more forecastable than sales tax. John Byrne added that by fixing the rate the rise in assessed value works in our favor. Elise Morgan also mentioned we haven't gone through truth in taxation in a number of years and so in her mind we are trying to keep up with inflation. John added that by going through truth in taxation we do get the benefits of increases in assessed values in town.

Jen Clancy provided an overview of the changes to the FY24 Tentative Budget discussed in the meeting as the following 4 changes:

General Fund Budget changes

- Sales tax revenue would go from \$2,012,480 to \$1,868,000 since the TM tax was not approved
- The contribution to the Capital Project Fund would go from \$444,484 to \$300,004 since the Town is projected to take in less revenue

Capital Project Fund Budget

- The Library – Community Center would go from \$100,000 to \$10,000 since the approval for 2 projects was postponed and \$10,000 for the Tom Moore feasibility study was approved
- As a result of the change above the Contribution to Fund Balance changed from \$259,484 to \$205,004.

MOTION: John Byrne motioned to adopt Resolution 2023-R-9 subject to amendments above, and Sheridan Davis seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke - I, Councilmember Byrne – I, Councilmember Davis – I, Councilmember Morgan – I.
Against: no votes. Resolution 2023-R-9 was adopted unanimously.

17. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2023-R-15 ESTABLISHING AN ETHICAL PLEDGE AND CONFLICT OF INTEREST POLICY FOR EMPLOYEES AND ELECTED OFFICIALS

02:53:40

John Byrne stated he had gone through the resolution and it was written it as the council had directed, which was to follow state law.

MOTION: John Byrne motioned to adopt Resolution 2023-R-15, and Sheridan Davis seconded.

VOTE: All in favor. Resolution 2023-R-5 establishing an ethical pledge and conflict of interest policy for employees and elected officials was unanimously adopted.

18. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2023-R-16 A RESOLUTION APPROVING AN ILA RELATING TO THE CONDUCT OF CDBG AND HUD PROGRAMS

02:55:50

Chris Cawley explained that the CDBG program provides funds for housing that are passed through Salt Lake County. A few years ago the County changed how those funds would be distributed. Chris explained the ILA before the council allows the Town to participate in the program and apply for funds.

He reported we have been in this arrangement for the past several years and this maintains our ability to participate in the program.

MOTION: Mayor Bourke motioned to adopt Resolution 2023-R-16, and John Byrne seconded.

VOTE: All in favor. Resolution 2023-R-16 approving an ILA relating to the conduct of CDBG and HUD programs was unanimously adopted.

19. **NEW BUSINESS**

02:59:00

Mike Morey asked for the community's help in being vigilant about suspicious activity. He said another vehicle had been stolen from Alta main street. He advised folks to not leave temptations in plain sight in their vehicles.

Mike also added that on a positive note, Hailey Griffin had graduated from UFA's Fire Academy.

Sheridan Davis said she had asked to present on actionable items related to affordable housing in Alta and requested that be on the August agenda instead of the July agenda.

20. **MOTION TO ADJOURN**

03:03:50

MOTION: Elise Morgan motioned to adjourn, and Sheridan Davis seconded.

VOTE: All in favor. The meeting was adjourned unanimously.

Passed this 12st day of July, 2023

Jen Clancy, Town Clerk

Alta Community Center
for
Town of Alta

Evaluation of Study Published October 1, 2003
and
Proposed Revisions

Elliott Workgroup, LLC
June 29, 2023

Purpose

Elliott Workgroup was tasked with evaluating the 2003 study for a Community Center for the Town of Alta and providing an update to the study. Much of the original study is still valid today. In fact the purpose statement is as relevant today as it was in 2003. Following is an excerpt:

The purpose for these facility revisions can simply be listed as a series of functional issues that need to be solved but at the core of this project is a need to provide a place that will help people with common ideals towards building a stronger and more complete sense of “community”. This project hopes to provide a place that helps this town of individuals form a common sense of identity by providing a place where they can come together to become enriched by each other. The facility is proposed to improve the quality of life for those that have chosen to reside within this abundant canyon by developing a flexible building that offers benefits for all town residents.

Process

Our process did not include extensive samples of residents or interviews, but merely was a review of the physical condition of the existing structure, an update to the programming to reflect current use trends for community centers, a review of the ability to site the building within the boundaries of the acquired property, a revised design concept based on structural considerations and continued use, and an updated preliminary budget of construction costs.

Existing Facility

The original analysis of the building is still valid as described in the following:

The existing facility is a two-story structure with the post office and vehicle storage areas on the lower level and an open multi-use space and apartment on the upper level occurring

above the vehicle bays. The building was cut into the hillside north of the canyon access roadway. There is an unstable rock escarpment immediately north of the structure. The placement of the building with little regard for permanently stabilizing the site may pose future hazards to the existing structure. (see below)

Three sides of building are paved to the edge of the facility. Expansion towards the south is not feasible as the canyon road is within eight feet of portions of the building. In fact, the current entrance on the south side of the building causes individuals to enter within close proximity to traffic going down the canyon. There is currently no entrance to the building from the east as this area serves to catch snow from a sloping roof surface.

A portion of the building is finished with wood siding. Overall the proportions and appearance of the building are poor. As a community center, a place where people can gather and cross pathways, the building is affrontive and difficult to use. The lower level is largely dominated by three large bay garages facing the main roadway. Access to the upper level multi-use space is accomplished via a long set of narrow stairs wrapping around the post office space. Disabled access is poorly delivered via a rail mounted chair mounted to the wall adjacent to the stairway. There are numerous barriers to the disabled throughout the building. There is presently not an approved accessible route meeting current code guidelines into the building from the parking area to the east.

The only real difference in analysis is that the building has aged twenty years since the 2003 study and as such is in further disrepair. The 2003 study was not specific on whether to tear down or renovate the existing structure. This report makes the recommendation to demolish the existing structure. The decision to demolish leaves questions about how to maintain critical functions of the building in operation. Critical functions such as the Post Office and at least one maintenance bay for UDOT snow clearing equipment.

In order to determine a solution that would allow for demolition, a new program and preliminary estimate was developed.



Program & Preliminary Estimate of Construction Cost

Floor Level	Gross Floor Area		\$/sr	Total
First Floor	3,600			\$1,164,825
Lobby / Post Office Lobby (Library flex space)	823	\$400		\$329,200
Post Office	318	\$400		\$127,200
Storage / Mechanical	203	\$250		\$50,750
Toilet	68	\$450		\$30,600
Mechanical / Storage	195	\$300		\$58,500
Small Vehicle Bay	313	\$250		\$78,250
Tall Vehicle Bays	987	\$300		\$296,100
Police Studio Apartment (first floor)	457	\$425		\$194,225
Circulation, Mech, Walls, Stairways etc.	236	\$300		\$70,800
Second Floor	2,560			\$1,004,350
Flexible Library	586	\$400		\$234,400
Restrooms / Janitor	282	\$450		\$126,900
Classroom / Multi-Purpose	646	\$400		\$258,400
Breakout Rooms	283	\$400		\$113,200
Emergency Studio Apartment (second floor)	360	\$425		\$153,000
Storage	49	\$250		\$12,250
Circulation, Mech, Walls, Stairways etc.	354	\$300		\$106,200
Third Floor	3,600			\$1,382,950
Library	588	\$400		\$235,200
Restrooms / Janitor	286	\$450		\$128,700
Multi-Purpose Room	1,505	\$400		\$602,000
Storage	155	\$250		\$38,750
Kitchen	152	\$425		\$64,600
Local Non-Profit Shared Offices	395	\$400		\$158,000
Circulation, Mech, Walls, Stairways etc.	519	\$300		\$155,700
Subtotals	9,760	\$364		\$3,552,125
General Contractor Overhead and Profit	20%	\$73		\$710,425
Totals	9,760	\$437		\$4,262,550.00

Programming

Analysis of the original space program revealed generally similar functions were still viable today. Slight modifications to the program have been suggested and modified to meet some of the site constraints. The apartment has been converted into two studio apartments one for use by Police and the other for Emergency Services or other designated user. The library use is less defined in this program as modern libraries are typically an extension of a community space. This use should be specifically programmed through interaction with the citizens that will be using the space.

Design

A general decision was made during the design to keep the proposed design within the property acquired from the Bureau of Land Management. Though a certified survey is not currently available, the proposed design will fit within the property. Staying within the existing property boundaries will eliminate the need for permitting through any federal agencies. Keeping the permitting within the Town of Alta’s processes.

Another decision was made that kept the building depth (dimension from street face to rear) to approximately the same as the existing building. This will reduce overall costs for excavation and allow waterproofing and retaining mitigation to happen in a cost effective manner.

Due to the high probability of avalanche or at least prolific snow deposits behind and/or on top of the building, it is suggested that poured-in-place concrete be considered for the general structural components of the building. Combining a concrete structure with attractive finishes that are highly resistant to abuse from weather and use, can create an aesthetic that embodies the character of the Town of Alta. This material palette would also be a wise use of Town funds, allowing the new structure to stand the test of time in a harsh environment.

Construction Phasing

The recommendation to demolish the existing structure leaves questions of maintaining critical functions in place. Construction of a building of this size will require more than a short summer season. As such, it is highly likely that the project will need to be phased. In particular, continued operation of the Post Office and providing a maintenance bay to house the UDOT snow clearing equipment seems imperative. As such, the design incorporates the possibility of a two phase construction process that would require some relocation and modifications.

In this phased construction proposal, construction would first take place on the south-west end of the building. This would include one tall vehicle bay, one studio apartment on the first floor, one studio apartment on the second floor, and a portion of office space on the third floor. The first floor studio apartment would be temporarily finished as the Post Office.

After demolition of the existing building, construction of the remaining portion of the building would be completed. At completion, the Post Office would move into the final location and the first floor apartment would be completed into its final form.

Next Steps

There are multiple ways in which the project could move forward from this point. Generally, this document will provide the Town of Alta with a goal and assist in determining the overall cost and scope of the project.

When funding methods are determined, a surveyor should be engaged to survey the existing conditions, including the building specific location within the documented property boundaries. Additionally, topographic information should be provided to the survey showing the slope, grade, and vegetation on the site. Site utility locations should also be provide.

With completion of a survey, an RFP for Architectural Services should be issued. After receipt of Proposals, interviews should be held and an Architect selected to further develop the program uses and the building design.

The Architect can assist with selection of a General Contractor to assist with estimation throughout the design process. Once Construction Documents have been completed by the Architect, the General Contractor will be able to secure bids from subcontractors and provide the Town with a cost of construction and develop a contract for construction.

On the following pages are drawings depicting a concept for the proposed Alta Community Center and a copy of the original 2003 study.



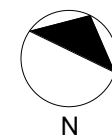


Site Plan

Alta Community Center

Site Plan

SCALE: 1" = 20'-0"

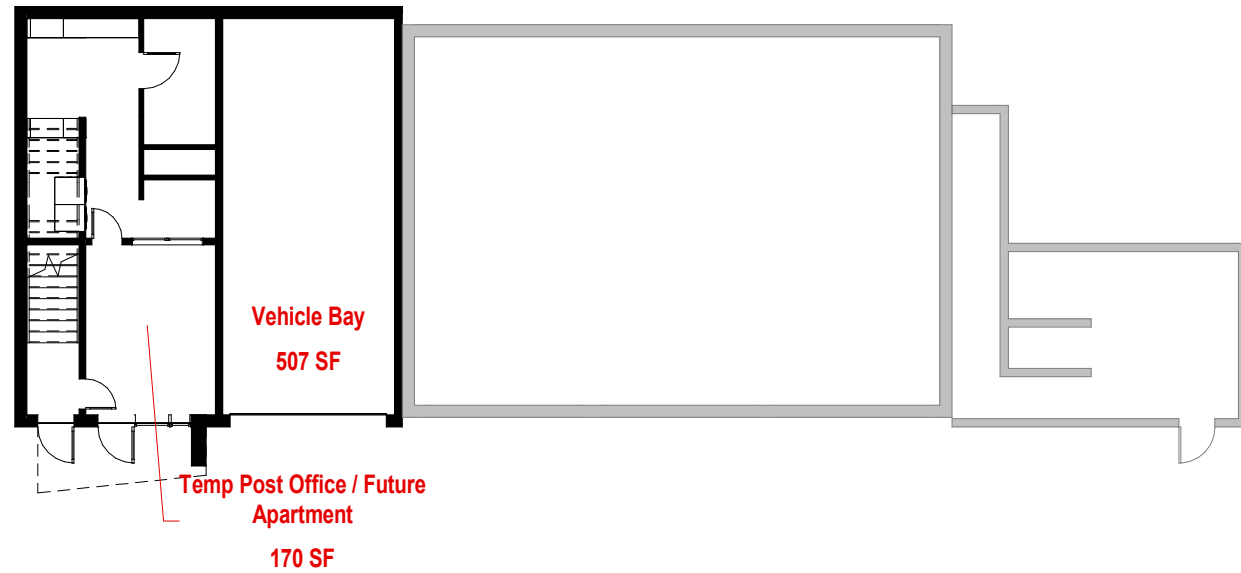


ELLIOTT WORKGROUP



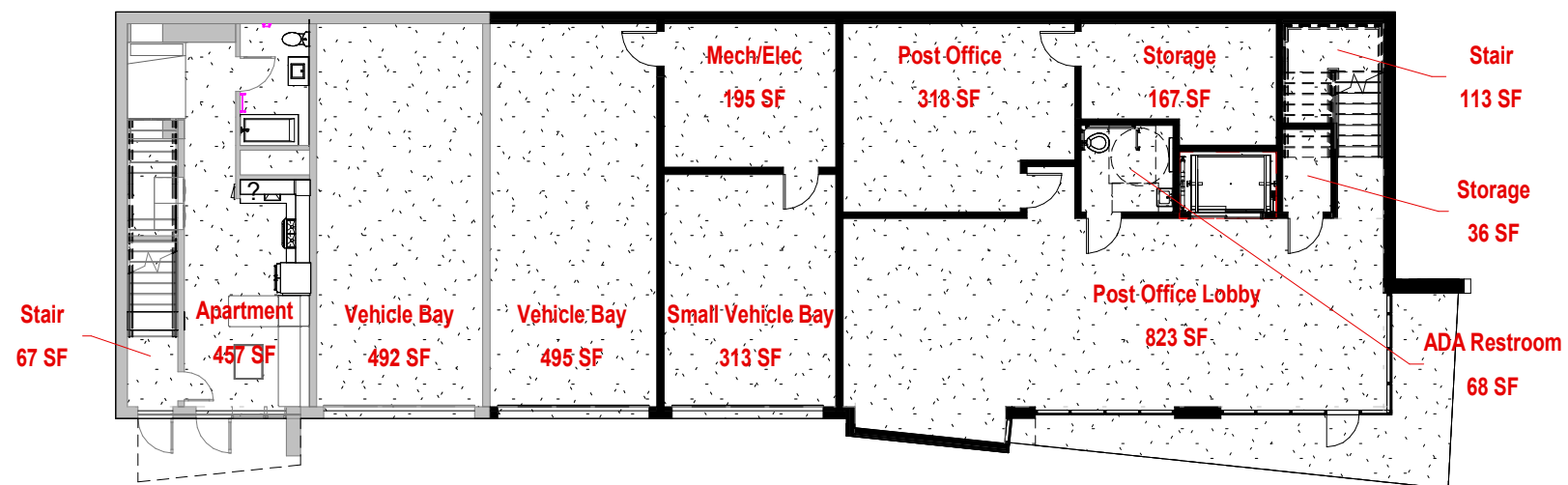
Existing Condition

SCALE: 1/16" = 1'-0"



Phase 1 - Temp. Post Office

SCALE: 1/16" = 1'-0"



Phase 2 - Project Completion

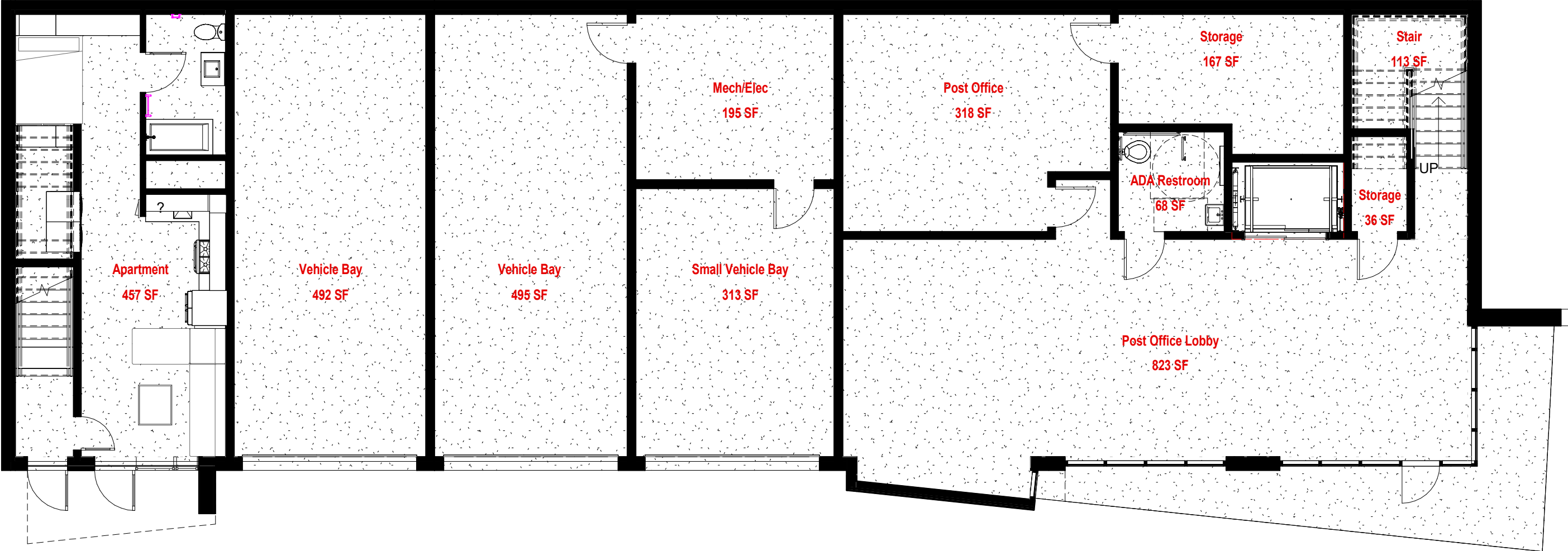
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Project Phasing Plan Diagrams

Alta Community Center



ELLIOTT WORKGROUP



Plan - L1

Alta Community Center

Level 1 Proposed
SCALE: 1/8" = 1'-0"



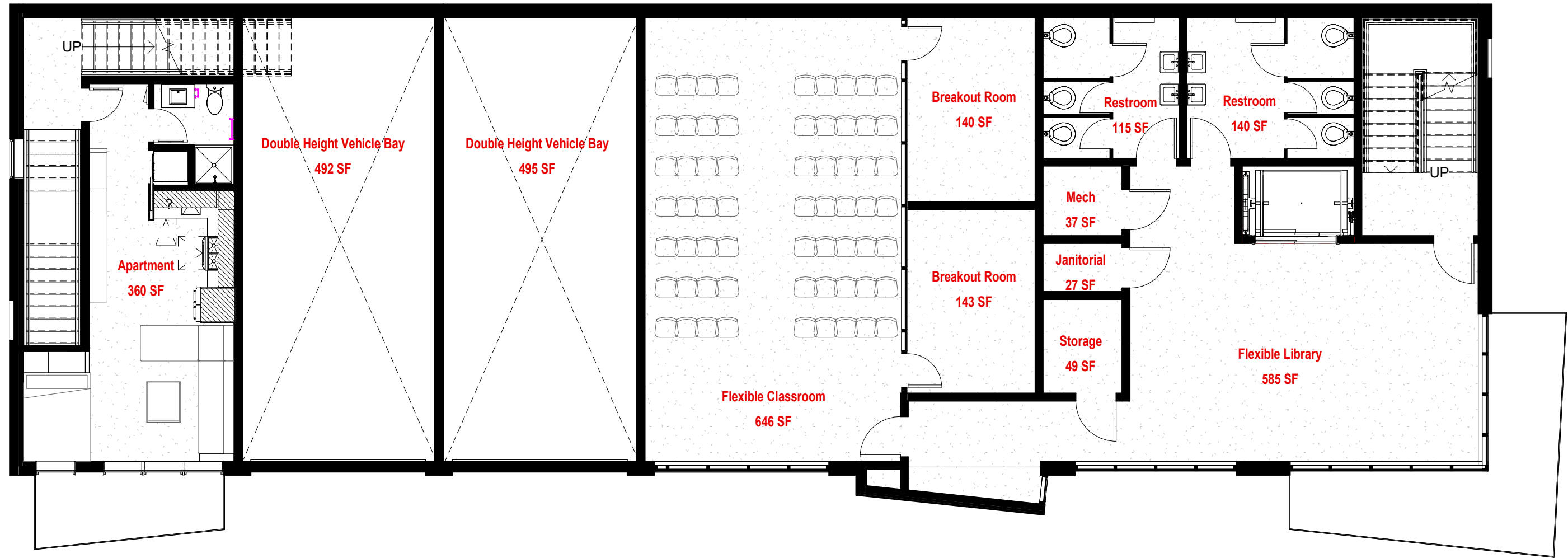
ELLIOTT WORKGROUP

Plan - L2

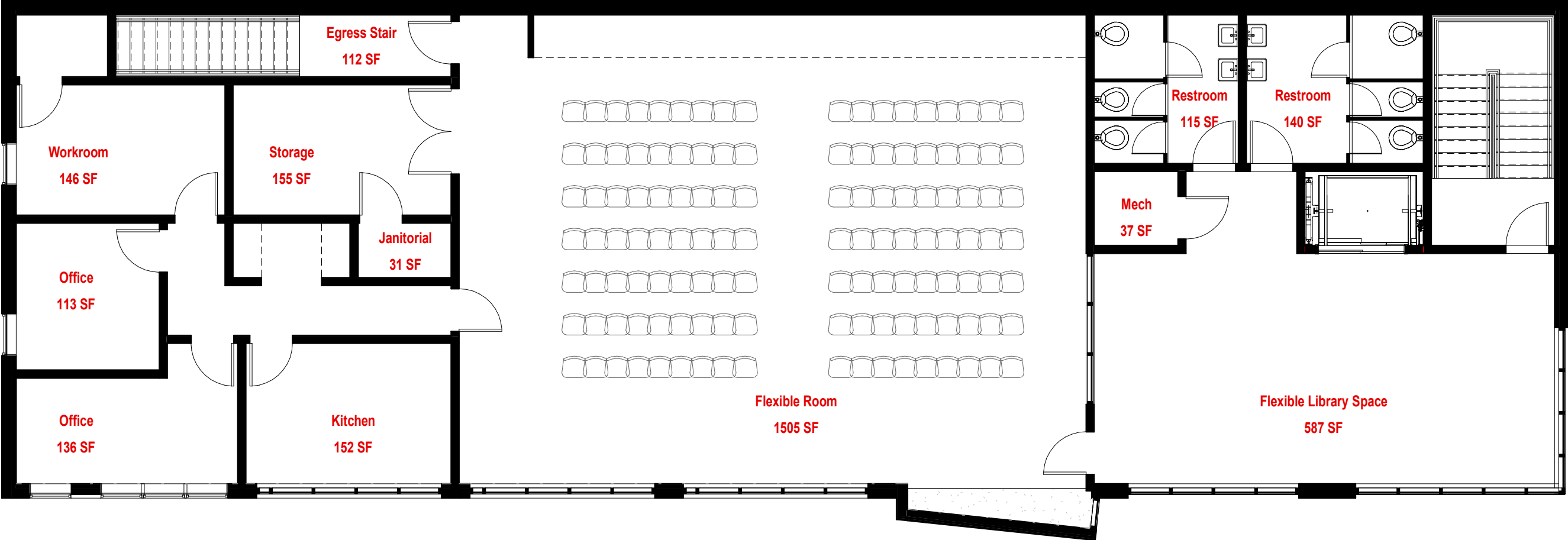
Alta Community Center

Level 2 Proposed

SCALE: 1/8" = 1'-0"



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Plan - L3

Alta Community Center

Level 3 Proposed
SCALE: 1/8" = 1'-0"

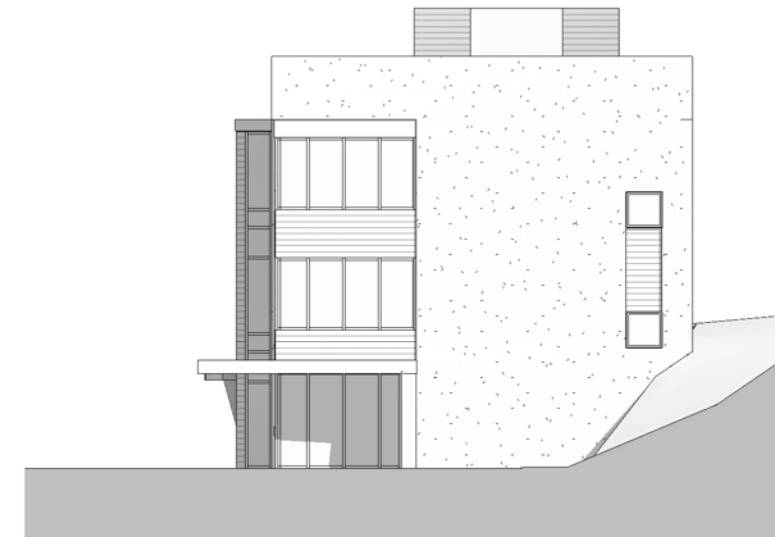


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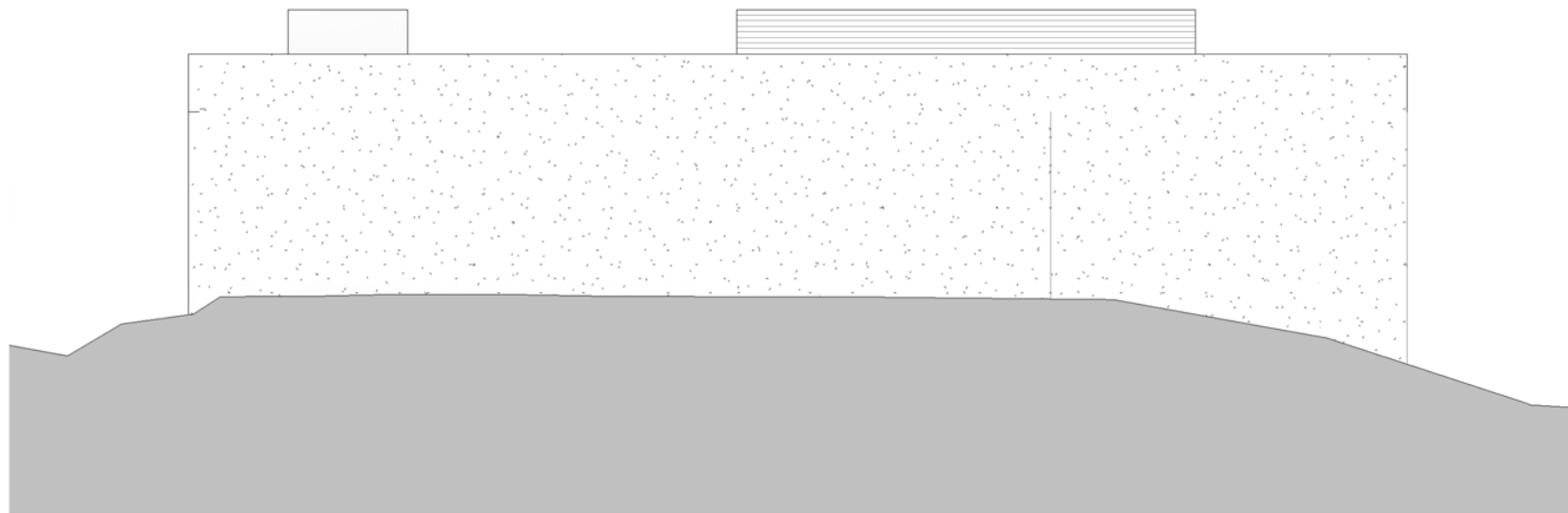
South Elevation

SCALE: 1/16" = 1'-0"



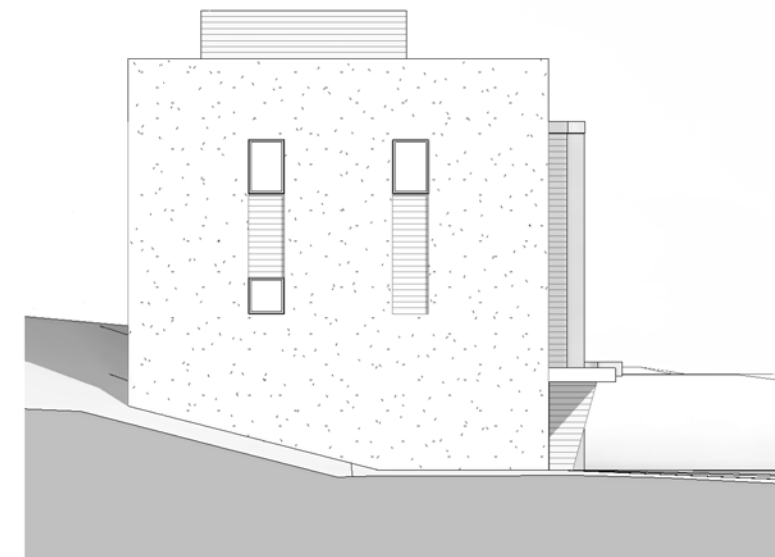
East Elevation

SCALE: 1/16" = 1'-0"



North Elevation

SCALE: 1/16" = 1'-0"



West Elevation

SCALE: 1/16" = 1'-0"

Elevations

Alta Community Center



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Preliminary Rendering

Alta Community Center



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Preliminary Rendering

Alta Community Center

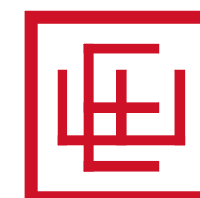


ELLIOTT WORKGROUP



Preliminary Rendering

Alta Community Center



ELLIOTT WORKGROUP

**Alta Community Center
For
Town of Alta**

**EMA Architects
October 1, 2003**

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- > Process
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- > Estimated Schedule
- > Building Drawings
- > Cost Estimate

Acknowledgements

National Endowment of the Arts Fastrack Grant

Alta Community Enrichment Committee

Piper Lever

Creighton Hart

Evan Tobin

Laura McIndoe

John Guldner

Bill Lennon

Ellza Coyle

We also would like to thank the many individuals who have taken time to participate in workshop discussion and in the design charrette conducted to determine the use of this facility. These are the people that care about the facility because they care about the place in which they live and the people that live with them.

Purpose

This information is provided to the reader to understand the basis behind a proposal for revisions and additions to an existing building within the town of Alta, Utah. The purpose for these facility revisions can simply be listed as a series of functional issues that need to be solved but at the core of this project is a need to provide a place that will help people with common ideals towards building a stronger and more complete sense of “community”. This project hopes to provide a place that helps this town of individuals form a common sense of identity by providing a place where they can come together to become enriched by each other. The facility is proposed to improve the quality of life for those that have chosen to reside within this abundant canyon by developing a flexible building that offers benefits for all town residents.



Process

Over the past several years sessions have been held with residents and city staff to begin a dialogue on the value of building community as a method to improve the quality of life for the residents of Alta City. For this to happen ACE (Alta Community Enrichment), derived grant funds to begin to understand what the needs might be for a community center. From the receipt of the grant EMA Architects was employed to further this process.

For the architectural team this process and planning effort began with a review of video tapes developed in discussion sessions held with residents and stakeholders in the town of Alta. These early tapes documented thoughts and ideas that individuals have had about creating a place where multiple activities can occur. The process of building community has begun in these informal discussions. A recurrent theme seen on the tapes is the need for a place that will act in the capacity of town center.

The design team has started this current effort by reviewing the existing space simultaneously with conducting interviews and forums with key individuals and city residents. The purpose of these interviews is to better understand the relationships between needed and desired functions and to subsequently derive a building program and design that reflect needs of those that will use the facility. Once the needs and the relationships are understood a vision can be developed.

Following group and individual meetings a design charrette was conducted to bring thoughts to paper in the form of diagrams that began to relate the types of space and function that might be included and then to demonstrate the relationship of spaces. This was considered in context of the existing land studied for this proposal and in context of the existing building and surrounding site limitations and opportunities. From these studies a proposed design solution has been derived that expresses a mixed use facility that utilizes the same location as the existing building it is intended to replace.

Alta, Utah

Located at the uppermost and eastern end of Little Cottonwood Canyon the town of Alta is home to 361 permanent residents. During peak season the town may contain as many as 2,500 individuals due the increase in seasonal employees and an increase to usage of overnight facilities.

Alta's most dominating physical aspect is the surrounding mountain terrain and the elevation at which the town occurs. The terrain offers world class skiing and summer hiking opportunities within the rugged peaks of the Wasatch mountain range east of Salt Lake City. This geographical rareness serves to bring many individuals to this town as a destination during summer and winter months.

Though Alta was originally formed for mining and timber resource extraction it now exists for those that find solace and strength from the surrounding natural beauty and outdoor opportunities. With this in common the residents share a common bond of respect for the natural world unlike many other small communities. They lack however a place – a place that offers room to physically come together to participate in activities that will create a thriving and interdependent community. There are several privately owned rooms in the town but each have limitations that diffuse the opportunities for creating the sense of community sought for with this project.

Alta does not now have a town center in any provincial sense. For many suburban communities "town centers" are formed around retail strip malls. For these areas forming (or reforming as the case may be) a town center has been a process of reclaiming their identity from anonymous malls and highway interchanges that separate groups of people. Fortunately the residents of Alta have not had to fight this sort of battle. This community of people has very little "undoing" to accomplish. The barriers that must be hurdled for this town to thrive are unique.

The land designation has physical and legal parameters. These include the fact that slope and avalanche pathways are crucial to consider when placing any structure in this area. The land for this proposed facility is leased by the Federal Government to the town. That lease expires in one year. There is a high level of sensitivity to the natural environment by the Government that oversees the leases and by those that reside at Alta. Consideration of existing landscape is important. The impact of the facility over a long period of time must be carefully examined. The impacts of snow and ice are monumental and will derive designs unique to this microclimate.

Existing Facility

The existing facility is a two-story structure with the post office and vehicle storage areas on the lower level and an open multi-use space and apartment on the upper level occurring above the vehicle bays. The building was cut into the hillside north of the canyon access roadway. There is an unstable rock escarpment immediately north of the structure. The placement of the building with little regard for permanently stabilizing the site may pose future hazards to the existing structure. (see below)

Three sides of building are paved to the edge of the facility. Expansion towards the south is not feasible as the canyon road is within eight feet of portions of the building. In fact, the current entrance on the south side of the building causes individuals to enter within close proximity to traffic going down the canyon. There is currently no entrance to the building from the east as this area serves to catch snow from a sloping roof surface.

A portion of the building is finished with wood siding. Overall the proportions and appearance of the building are poor. As a community center, a place where people can gather and cross pathways, the building is affrontive and difficult to use. The lower level is largely dominated by three large bay garages facing the main roadway. Access to the upper level multi-use space is accomplished via a long set of narrow stairs wrapping around the post office space. Disabled access is poorly delivered via a rail mounted chair mounted to the wall adjacent to the stairway. There are numerous barriers to the disabled throughout the building. There is presently not an approved accessible route meeting current code guidelines into the building from the parking area to the east.

Tear down or Renovate?

One of the baseline decisions in designing a facility for this site is to conclude whether it makes more sense to renovate the existing structure or to tear down and begin again. The design team reviewed the existing structure and determined that at the very least the uppermost floor level and the two wood frame end additions should be removed. The structure of the original portion of the building is concrete. This form of construction is generally considered stoutly built and is more able to sustain the heavy snow loads and lateral avalanche loads than other types of construction such as stick framing or lightweight steel. A specific force was not ascertained as part of this report as extensive investigations to determine the interior steel reinforcing was not conducted. The concrete shell structure that forms the vehicle containment zone may be able to be retained.

The north or back side of the existing concrete shell structure does not appear to be properly sealed from water penetration. To correct this problem material will need to be removed from the north side of the building and new membrane waterproofing will need to be added with proper drainage away from the foundation line of the building.

The decision to save the original concrete portion of the building is contingent somewhat on the work that may be done on the north side of the structure. If it is found that it is economical to salvage this shell it will be. If it is found that it will cost more to save this portion of building it will come down. The decision is based upon several undetermined factors that will become apparent in the next phase of design. The cost of demolition and removal of construction material will need to be configured in this analysis.

This proposed facility will be done in context of the existing facility currently housing city functions. These functions include open flexible space for a variety of events and programs including a contract post office, small apartment for a Fire Service employee, Vehicle storage area, cubicle office space, single public restroom and library function within the open space. The existing facilities are not suitable for the activities of the town's population. There are accessibility issues that hinder some from participating and functional issues that restrict good utilization of the space. The post office is crowded and not conducive to promoting interaction between residents. The building is poorly presented as a valuable community asset in the present configuration. The building requires alteration and expansion to fill the expressed needs of those that have participated in planning sessions thus far.

It is understood that the site study area includes the existing multi-use building and the surrounding site area. The existing structure is built upon leased and permitted Forest Service property. Expansion upon this building footprint will require approvals with the Federal agency. As part of this study other sites may be open for discussion though appropriation might cause the project considerable delay.



Building Program

Following multiple sessions with town representatives a program was assembled to provide a beginning for design concepts. A program serves to designate the types of spaces that are important to include in the building and begins to establish the important spatial adjacencies for each space to be included. The program was the result of discussions, interviews and open meetings with town residents.

In part the program was also determined by the limitations of the site. A draft version of the program was first presented at the beginning of an open meeting design session in January of 2003. From comments received and from the design limitations a revised program has been provided below. After the program was provided a series of colored relationship diagrams indicating proximity to each building function was provided. From that study design options were provided and revised to provide current schematic plans, elevations and a proposed perspective of the planned structure.

Library	769	SF
- Internet access kiosks - (4) with (4) future potential		
- Book Storage -		
- Periodicals - racks only considered		
- Reading area - (10) individuals with overflow adjacent		
Kitchen - Light food prep. and serving only	129	SF
Education Area	1,283	SF
- Classrooms (2)		
- Education storage and prep. area		
Post Office	554	SF
- Public Lobby/ Box access area		
- Mail distribution area		
- Storage area		
Public restrooms	403	SF
Vehicle storage/maintenance area	1,248	SF
Large Group Multi-use area - to accommodate 125 persons	1,574	SF
- A/V storage area		
Art Display area	350	SF
Historical Artifact Display/Document area	164	SF
A.C.E. Office area - Office zone	250	SF
Alta City Information Office	237	SF
Janitor's closet - Building Storage	354	SF
Fire Services Apartment	622	SF
Total Net Area	7,937	SF

Circulation, Mech., Elec., wall footprint, etc. (gross factor=27%)	2,967 SF
Building Storage, stairways, elevator ,etc...	
Total Building Area	10,904 SF
Existing Total Gross SF	3,885 SF

Building Design Process



Several goals were established during the schematic design phase for the facility. These include:

- 1. Flexibility - Design a building that allows for multiple uses. Incompatible uses within the building should be carefully considered.
- 2. Building Footprint - To the greatest extent feasible the building expansion should minimize impact beyond the boundaries of the existing facility to avoid negative impacts to land to the north.
- 3. Natural Light & Views - The building should take advantage, where appropriate, of the expansive views. Natural light will be utilized in all occupied spaces.
- 4. Energy conservation - Careful thought to local climate, orientation and to building materials should be emphasized.
- 5. Snow removal - Solutions should consider removal of extreme snow and ice conditions.
- 6. Aesthetics - The building needs to reflect the individual character of the place it is built and the people for whom it will be built. The goal is to provide a solution that is a product of it's own time and place while not sacrificing building function.

Design goals established above have been addressed in a solution that places the building roughly within a rectangle created by inscribing the existing building. The building projects towards the north at the central section at the upper two levels to solve problems with the existing slope against the building. This projection also was done to create more space for large group meeting space on the third level and more classroom support space on the mezzanine level.

There are two full levels provided with a partial mezzanine level occurring east and west of the large vehicle storage bays. The total area of the building is 10,904 SF. This represents an increase of 7,019 SF over what currently exists. The building footprint increases by 2,096 SF in the current proposed design through claiming space on the north side of the west stairway addition and space on the north side of the pose office and stairway addition.

Drawings are included indicating design solutions for the project. Exterior elevations indicate several materials including architectural concrete, resin-impregnated wood panels, metal panels and commercial grade aluminum framed window systems. The back side of the building facing north will be abutted into the hillside and waterproof wall systems will be provided along with subgrade drainage. In so doing the existing scarred hillsides will be removed from view as the building will retain the earth on this side of the building.

Drawings Included:

- Main Level Floor Plan
- Mezzanine Level Floor Plan
- Upper Level Floor Plan
- East / West Building Elevations
- South Building Elevation
- Perspective Rendering

A cost estimate is included in this report following the drawings.



Construction Phase - Contractual Options

For any given project the classic issues that the Owner must carefully consider are:

- > **Budget**
- > **Schedule**
- > **Quality**

Construction teams will often repeat the adage that it's possible to get two of the three on a good project but a rare feat to achieve all three factors. You do not often achieve low cost, quick turnaround and high quality. There is certainly truth to this. The strategy selected for organizing the construction needs to be understood as it will affect any given project. There is no universally "right" way for all projects. Strategies are dependent upon several factors. This section is designed to explain the major forms of engaging a contractor including pros and cons.

The most often used forms of contract in today's market include:

- A. **Design – Bid – Build**
- B. **General Contractor – Negotiated Price**
- C. **Construction Management At-Risk with a G.M.P.**
- D. **Construction Management – Cost Plus**
- E. **Design/ Build**

Each of the suggested forms of contracting are discussed below.

A. **Design – Bid – Build**

Depending on market conditions this is often used to achieve the most advantageous cost for any given project. The method of achieving the finished facility is sequential in nature. First the design work is completed, then put to an open bid market to qualified or bondable General Contractors and then finally a General Contractor is selected generally on the basis of low bid to perform construction activities. The contract is established based with a fixed price with the documents being incorporated into the terminology of the final contract. Any changes to the contract amount are processed using "change order" method to the contract.

Advantages of this commonly used method are that the subcontractor market is well saturated with exposure. For that reason the prices received are low in

comparison to other methods of construction. During the market conditions of the mid 1990's when most contractors were very busy this method lost some of it's luster as inflation ruled the day as opposed to negotiated bids with General Contractors. In the current market there is ample supply of those subcontractors willing to bid for the work.

Disadvantages include that the low bidding contractor is often times the group that perhaps made the largest mistake in taking off their prices. The process of construction can turn litigious when Contractors are squeezed tight even though it was their original price provided for contract. Changes made to the contract are often returned high. It is often left to the architect to negotiate a fair price usually with some level of dispute. Costs returned for change orders are seldom as low as those offered in a competitive situation. In the most recent market many subcontractors have taken projects for little profit in order to keep going due to the shortage of work. When difficult circumstances arise there is little room for margin and risk going out of business. This leaves the General Contractor responsible for the work and fixed on a price.

Despite the potential hazards this method is the most often used method of contracting in the market. If the GC is selected in a two stage format – the first stage being a pre-qualification stage followed by a bid restricted to 4-5 General Contractors then much of the risk can be taken out of the process. Financial strength can be reviewed as well as ability to complete similar work prior to submitting costs.

B. **General Contractor – Negotiated Price**

Sometimes used in private sector work but seldom used for public sector work this method allows the owner to choose a General Contractor based upon whatever criteria they deem important – sometimes simply a relationship – and then work out a fair price. The architect can be helpful to demonstrate to the Owner what a fair price would be for any given work. The method allows the General Contractor to choose their own subcontractors, often time familiar to the GC. This can be an advantage as the GC may have a high level of trust with a subcontractor thereby reducing risk. The reduction in risk however is often times done for the GC, not the Owner.

The advantage of this method could include schedule advantage if the architect releases early bid packages. This implies that earthwork, utilities, footings and foundations may precede other bid packages thereby allowing the contractor to move the start date forward for the construction phase. This method though also implies risk in that early decisions must be lived with through-out the project.

The greatest disadvantage of this method of construction is the risk of being over-charged as there is little competitive process. For unsuspecting owners this can be a huge disadvantage when coupled with an unscrupulous GC. This method of construction is often used to construct single-family housing projects. The stories of rampant cost over-runs are usually associated with this method of Contract and seldom used for public projects because of the lack of accountability.

C. Construction Management At-Risk with a G.M.P.

This method implies that a company will be brought in as manager with a fixed budget established and a requirement that the cost not exceed this amount. In its pure form this is an agency that really acts as a CM all of the time and not as a General Contractor with a different shingle on the door. The Salt Lake Public Library and Salt Palace projects were built by hiring an individual who is a CM and cost estimator but never a GC. This individual then acts as the Owners representative to guide the Architectural and Construction Contracts. This method is used primarily for larger projects. It offers the advantage of having a knowledgeable individual act in some circumstances as a helpful mediator and agent of the owner. This method is seldom used on projects under \$5,000,000 because of the extra layer of cost and redundancy for smaller projects. A pure CM will seldom operate in an at-risk position.

Many times General Contractors will tout their services as Construction Managers. This method is one that a fixed budget is established early on but the project is not defined in its final form. The CM is responsible only to not exceed the budget. It is not apparent though what will be built for that budget until the design is complete. This method of contracting often times places the architect and contractor in a more synergistic relationship. There are schedule advantages to this method as it allows the CM/GC to begin once initial bid packages are completed.

There are however, several cost disadvantages. In this region CM/GC firms often self-perform the concrete work for the project. It is difficult to provide to the Owner competitive bids for this aspect of the work and has in most cases led to highly inflated costs for self-performed work. This can be substantial disadvantage to a building made of concrete. The other equally large disadvantage is that the CM will not attract the same set of bidding subcontractors and therefore will not have the same coverage – costs will be higher for the project than in a situation in which the market is saturated. A good rule of thumb is that this method will cost 12-15% higher than competitive bid with an array of pre-approved GC's.

This method though can lessen the prospect for litigation often associated with construction projects. The CM/GC tends to be in less of an adversarial relationship with the Owner and Architect because the cost and scope can be reviewed and compared with the needs of the documents. In a competitive bid situation described in "A" above bids are received at one time and a tremendous amount of last minute information tends to arrive at the GC's doorstep with little time for review. Numbers are simply plugged into spreadsheets and the information is all sorted out after the fact.

D. Construction Management – Cost Plus

Similar to the above described method a Construction Manager (CM) will take the role of guiding the project through to completion. That may be an individual or a GC acting as a CM. Contracts are let out to subcontractors as the project proceeds but no real cost control mechanisms are in place. For small projects this can be translated into what is known in the industry as "time and material" projects. The Contractor simply comes in to do the work and bills for materials and a fixed cost for labor rate.

This method is often used when repeat projects are to be accomplished but offers very high risk to owners that are building one-of-a-kind buildings as there is little control over the budget and little incentive for a one-time contractor to keep the cost low. This is not a reasonable option for publicly funded projects.

E. Design/Build

The design/build strategy emerged in Utah during the early 1990's in a much larger form than previously used. The method implies that the GC and the Architect are part of the same contract. Usually due to the bonding capacity of the GC the architect acts in a manner subordinate to the GC. Fixed costs for defined scopes are not often used as design has not begun at the beginning of this sort of contractual relationship. It can though, be an advantage to the owner in terms of schedule. Rapid progress is possible using this method. A strategy used by some owners is to fix the final budget and pay competing firms to provide design solutions for this price and see who provides the most value.

Owners have found that cost goals can be met using this method, schedules are often times able to be advanced but the quality of the projects often are poor. Defining the level of quality and finish at the schematic or pre-schematic phase is very difficult and finishes tend to be cheap and not built to last. Because of the subordinate contractual relationship of the architect the check and balance aspect of the architect and contractor is not used. It is required that the architect bring



up issues regarding health, safety and welfare but issues of quality are seldom stressed.

This approach to building is often used by private developers when constructing commodity styled buildings for the open market. A high level of control is given to the GC in these cases often times at the expense of durability and longevity of the structure and finish level of the project. The State of Utah employed this method for a time but found that State standards were being circumnavigated. This method has fallen out of favor for many state departments.

Recommendations:

Time and schedule are critical for the Alta Community Center. The schedule though is not driven by a rapidly approaching move-in date but rather by a short season. In cases where the schedule is short but due to seasonal changes it becomes more necessary to instead have the documents prepared and ready to go for bid at the right time of year to allow the contractor to begin as soon as the weather permits. This does not imply any method of contracting over another.

We would recommend that Alta utilize the Design-Bid-Build method but employ a two stage approach. This would require that potential GC's provide an outline describing who they would assign to the project as manager and superintendent, provide a company brochure of past projects, current references and financial strength of the company perhaps with some explanation on approach. The Town would then reduce the submissions to 3-5 and then competitively bid the project. It is a method used on many other projects through-out the state and nation and allows input to be exchanged prior to committing to price.

If timed right the contractor can be under contract at specifically the right time to begin as soon as weather breaks. This implies that other things happen prior to this beginning point. They include:

- Bonding certificates secured and final contract signed.
- Jurisdictional review and buildings permits, impact fees.
- Preparation for demolition and some demolition activities.
- Shop Drawings for steel reinforcing and structural steel.
- Final concrete mix design reviewed.
- Electrical Shop drawings reviewed.
- Radiant piping schematics and shops approved.
- Utility connections verified.

These activities, if taken care of in advance of breaking ground will permit the contractor to move quickly. It may prove that other construction methods be used such as pre-cast concrete. These materials can be constructed ahead of the ground breaking as well.

We would recommend that a discussion with the Town's building committee occur to review the options described above with specific application to the Town of Alta.

Estimated Schedule

Alta is a unique location to erect a structure due to the climatic conditions that exist at the upper sections of Little Cottonwood Canyon. The season is substantially short compared to the Salt Lake Valley. For this reason methods should be examined that permit the structure to be erected quickly and efficiently. This may include manufacturing as many products to form enclosure ahead of the installation date as possible. Panelization – the practice of factory assembling portions of the wall and roof enclosures ahead of the installation date – would be a good application for this specific project. This may include concrete panel construction. Cast-in-place concrete would be difficult due to the short season and long cure times required for large concrete pours.

Members of the building committee have raised the issue that this type of construction may cause the decision of whether to leave remaining or tear down the existing building to be made in favor of tearing the original building out completely. If a system such as panelized pre-cast panels are employed it would most probably cost more to leave the existing Concrete masonry walls in place than to remove them and start with new walls designed to transfer seismic loads from floor and roof planes.

We believe that by employing the best strategies for assembling the new structure that the project can be enclosed within the short building season typical to Alta, Utah. Finishes and other building systems required for the interior can be accomplished once the weather changes. Overall the project as now designed would take 8-9 months to complete from start of construction.

The contract with the General Contractor will include a statement that the building shall be completed in 'x' amount of calendar days. Any time beyond this point will be charged liquidated damages. Open ended construction periods are to be avoided.

Project Funding

Projects in today's public environment require unique funding sources. It has become more of the norm to mix private and public funds to assure financial success. The Alta Community Center will perhaps approach this project with the same strategy – to form relationships with several key private funding sources and to derive some funds from government grants.

Community governments are seldom in a position from a knowledge base to raise these sorts of funds using staff members. It is more often the case that boards be formed that can utilize the services of private fund-raisers to derive foundation and other private grants and contributions. In this specific case it might be a coalition of interested entities such as the Alta Community Enrichment board and other interested individuals that might form a fund raising board whose specific short-term mission is to come together to raise project finances.

For this type of board to form it is typical to choose prominent members of the community from whom a lead gift might be asked and given and then to name those individuals as Chair and Co-Chair of this committee. From this sort of platform incentive has been creative when they address a letter to other potential project sponsors.

The decision must also be made about the merits of employing a private fund raising individual or company to assist in the efforts. There are national companies and local companies from which to choose. The national companies lack perspective of the local giving environment. If a project would attract national attention more than local funding then it may make more sense to utilize the services of someone who can operate in this capacity. We would suspect though that most of the funds for this project will be collected locally. For this reason local fund-raisers may instead be given preference. Typically these groups bring strategy, history and knowledge to the committee to link potential funders to the project.

Requests for money should be well researched. The ability to give, the timing of the "ask" and the method of asking should all be known prior to making the request. Often times no funds are obtained by either asking for an amount beyond the capacity of the potential funder or what may be worse, asking for too little because homework was not thoroughly done to understand the ability of an individual or foundation to give. Fundraisers will work for a fixed fee or for a percentage – it is recommended to ask what the advantages and disadvantages are of those that you will consider. For the most part fixed fees are best if tied to a success platform of some level.



It has been our experience that hiring fundraisers will give a committee of people solid guidance and understanding about how to successfully raise monies for a project. They save time and increase the overall amount of money raised and will be able to suggest the sequence of asking for money. Is it best to raise the public funds first or behind the lead private gifts? Fundraisers can be project specific in answering these questions.

We would highly recommend that the committee engage these agencies to review options before deciding on a direction to begin the fund raising stage. It is important however to plan such that one strategy is chosen because it is very difficult to go back and make requests at a later date with new leadership in front of a campaign.

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ALTA, UTAH

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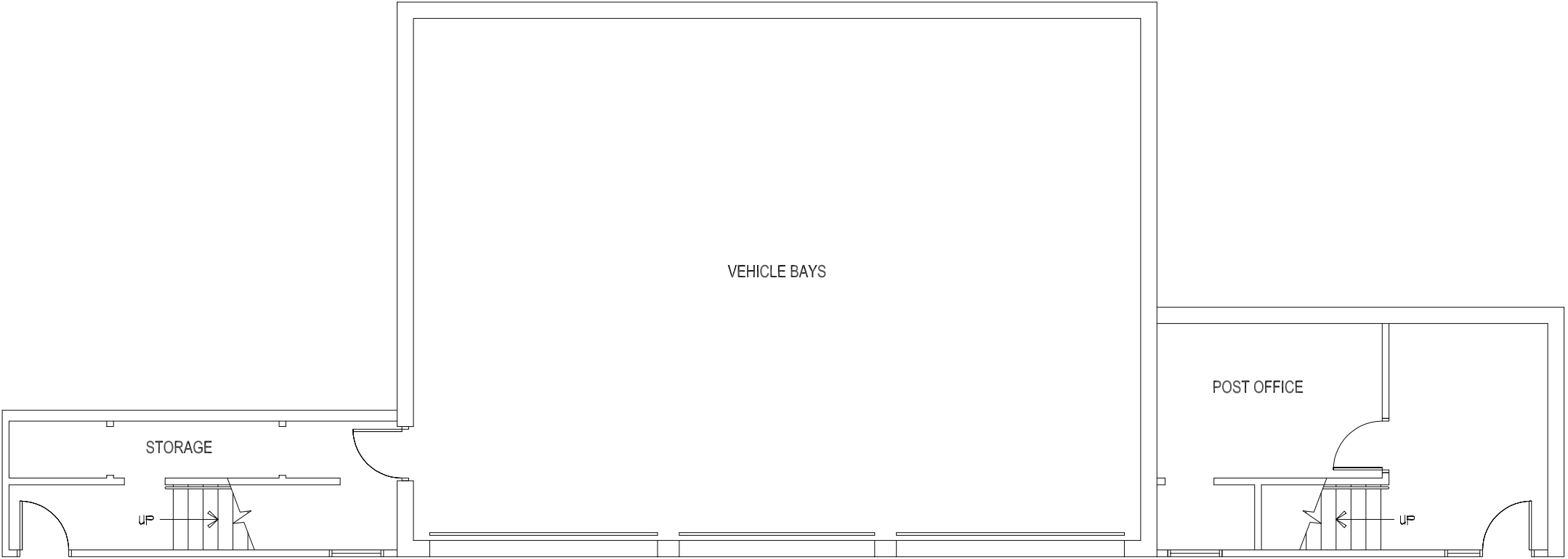
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EXISTING MAIN LEVEL FLOOR PLAN



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EXISTING UPPER LEVEL FLOOR PLAN



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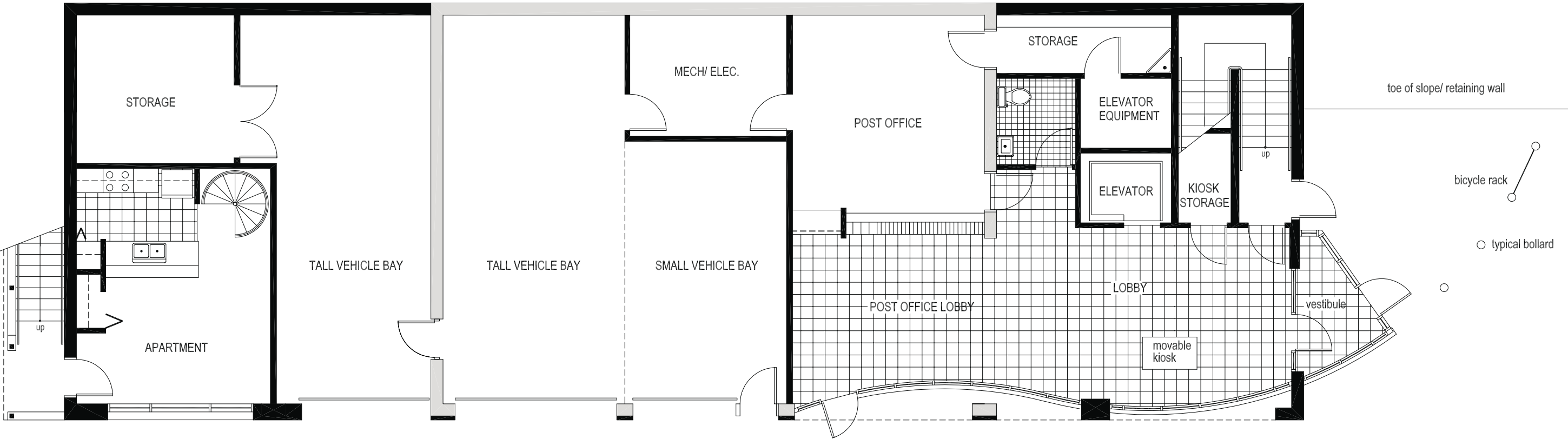
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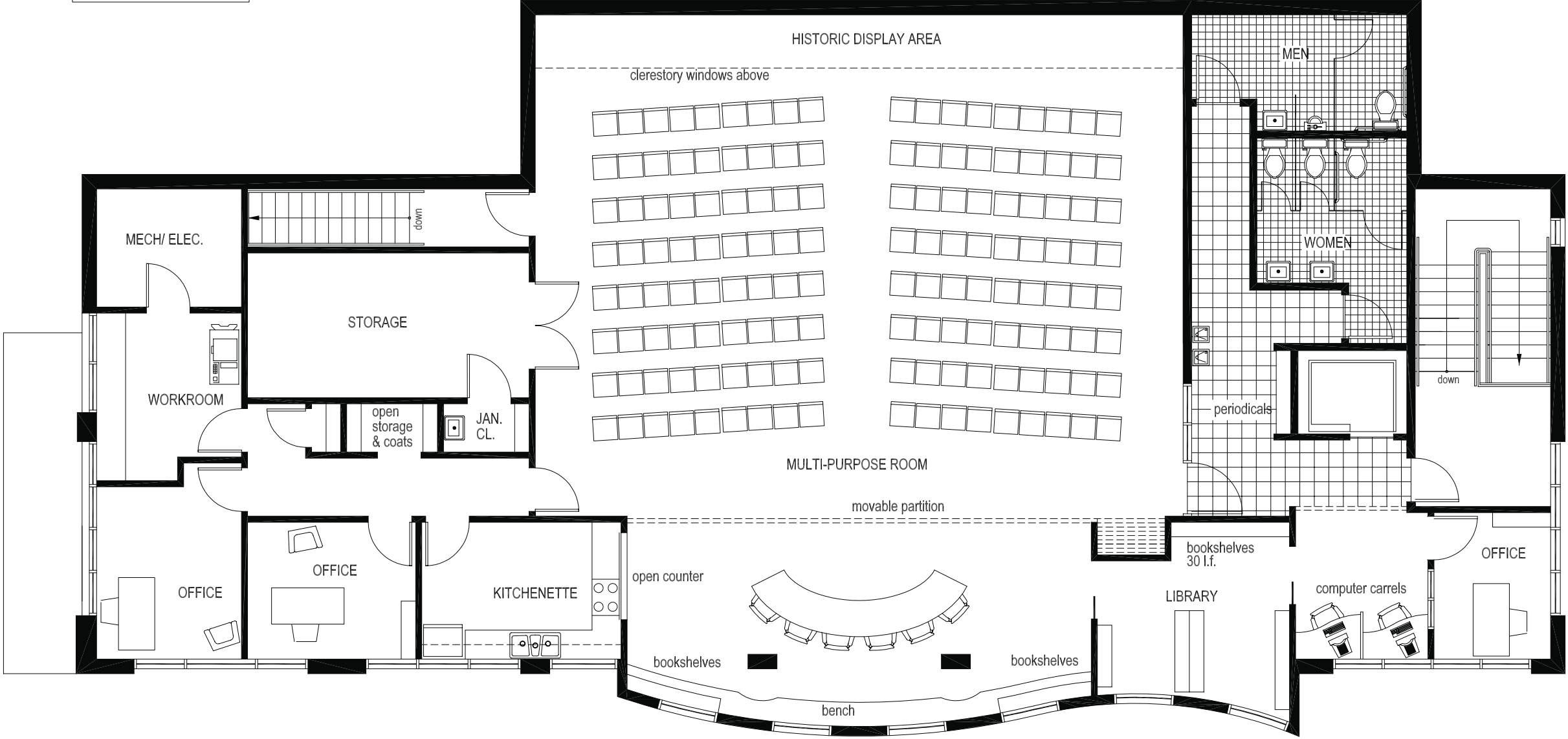
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The floor plan illustrates the mezzanine level of the Town of Alta Community Center. Key features include:

- Top Section:** ELEC/MECH, WORKROOM, JAN., and a bathroom.
- Left Section:** STORAGE, APARTMENT (with bathroom and stairs down), and a staircase labeled 'down'.
- Central Section:** Two large openings labeled 'OPEN TO ABOVE'.
- Right Section:** Two CLASSROOMS (separated by a 'movable partition'), OFFICE, ELEVATOR, LOBBY (with 'computer carrels'), and stairs labeled 'down' and 'up'.

MEZZANINE LEVEL FLOOR PLAN

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ALTA, UTAH



UPPER LEVEL FLOOR PLAN



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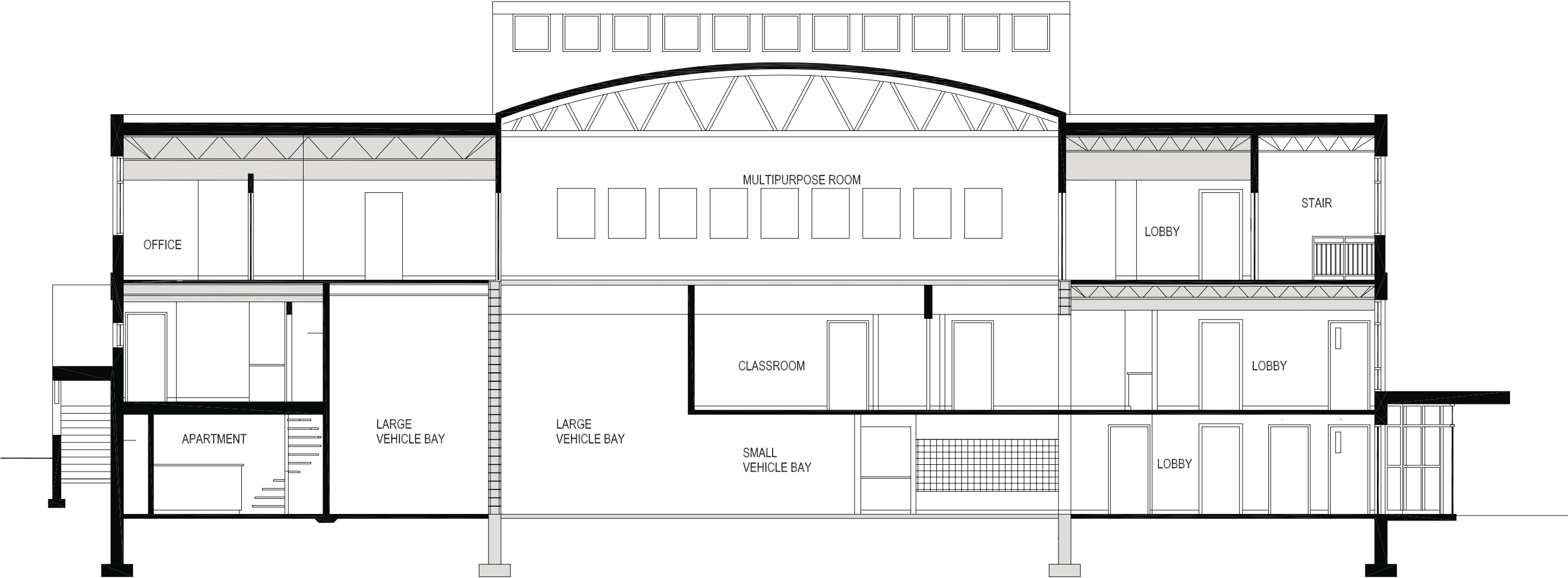
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BUILDING SECTION



TOWN OF ALTA COMMUNITY CENTER
ALTA, UTAH



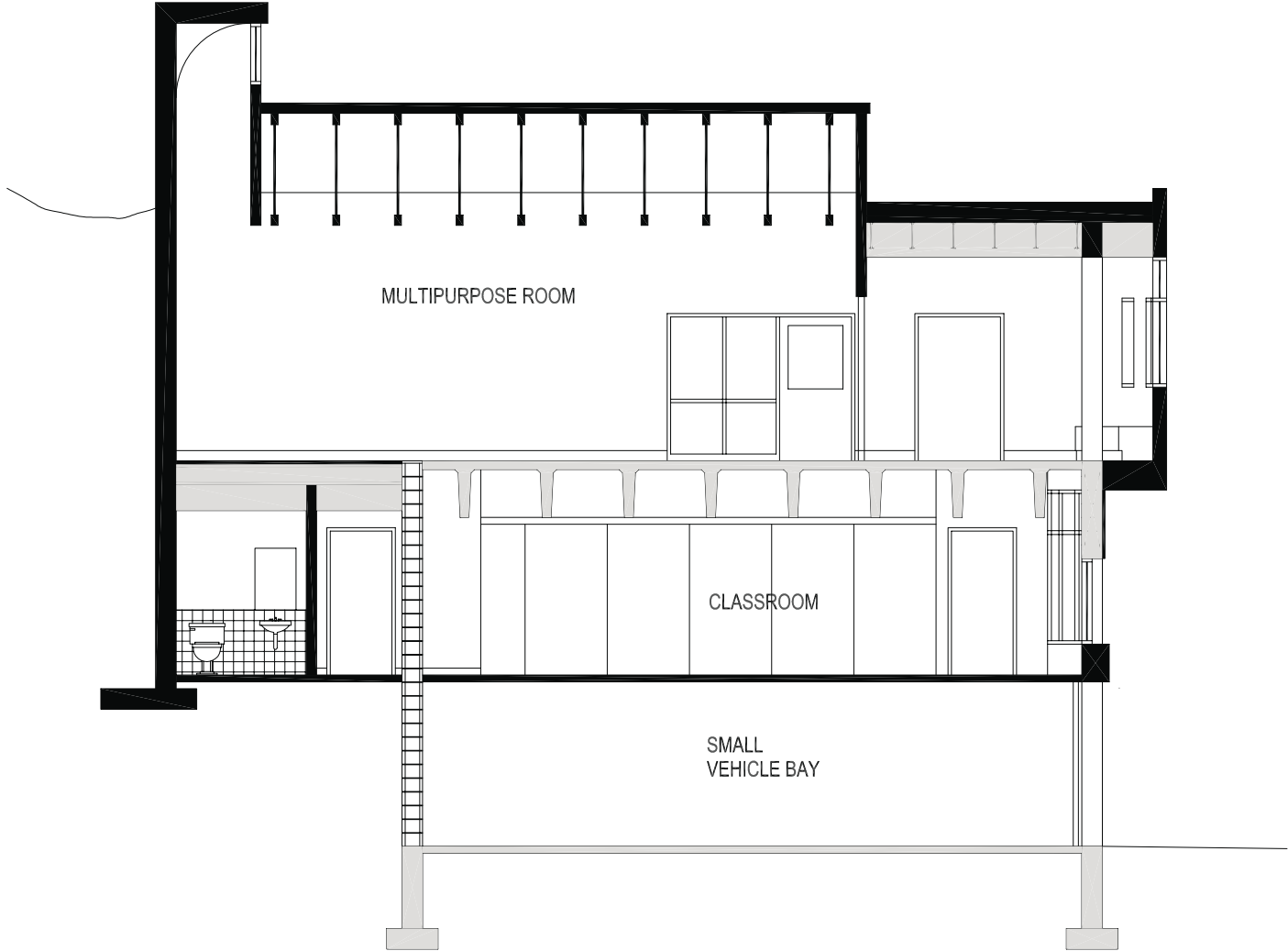
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BUILDING SECTION



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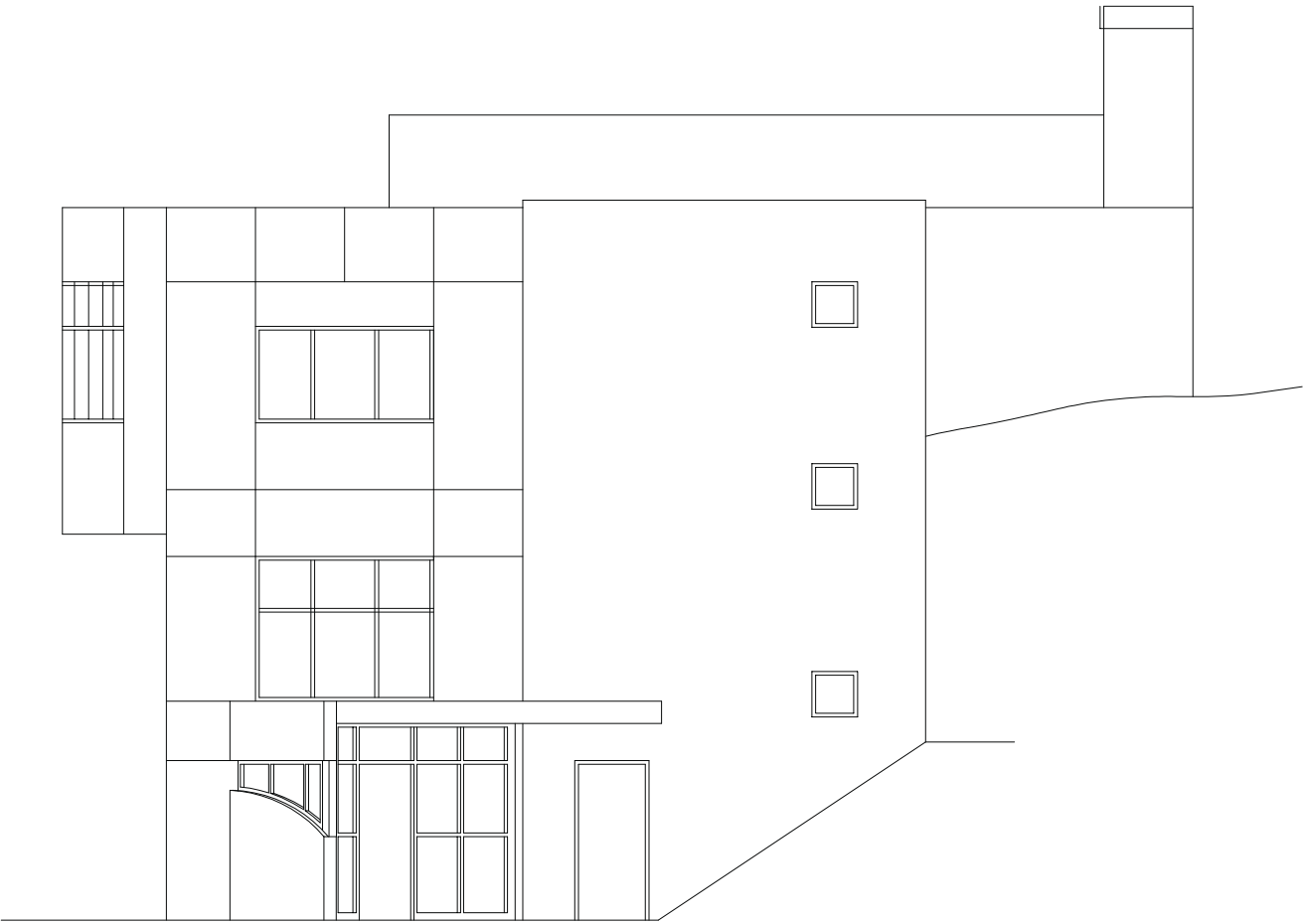
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EAST ELEVATION



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SOUTH ELEVATION



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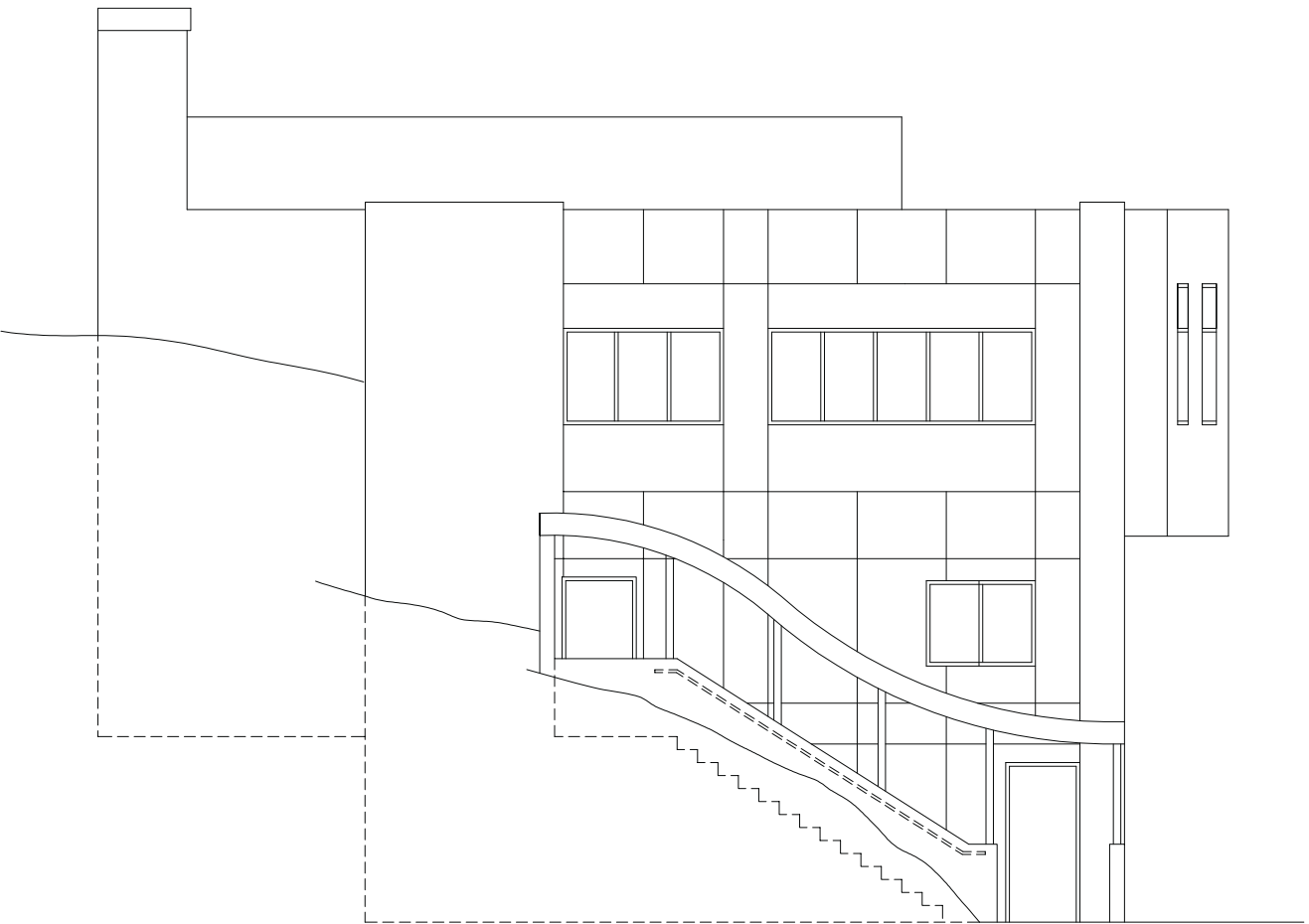
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WEST ELEVATION

