

MAYOR
ROGER BOURKE

TOWN COUNCIL
CAROLYN ANCTIL
JOHN BYRNE
SHERIDAN DAVIS
ELISE MORGAN



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

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February 15, 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 February 8, 2023 was 195, with 37.6% of the state's cases in Salt Lake County. As of February 9, 2023 there have been 5,270 deaths reported in Utah due to COVID-19.

The February 23 and March 8, 2023 Town Council meetings 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 March 17, 2023.

BY:

Mayor Roger Bourke

ATTEST:

Jen Clancy, Town Clerk

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Administrator's Overview for the March 8, 2023, Town Council Meeting

This is my last meeting, so I will spare you my traditional overview, of which I've now done over 450 times in one form or another!

I am so honored to have been able to work for this magical place called Alta for the last 40+ years. It was truly a dream come true for an Iowa boy longing for the mountains, and Alta is the best! Alta felt like home the very first time I came out with the University of Iowa Ski Club long before I worked here. I always wanted to return "home." I got that chance, and jumped at it, in the summer of 1982 and started my Alta life later that fall.



I have worked very hard over these past years serving our residents and battling outsiders who would cash in on Alta, degrading Alta's very character. This work has been difficult, stressful, and oftentimes very hostile, while invisible to most as they enjoyed their Alta. I often felt like I had the loneliest job in the canyon.

I know we aren't supposed to be proud, but I am proud of all I have done to protect and preserve Alta and serve the community.

As with everything, Alta has changed, is changing. It is not the Alta that I came to years ago that felt so much like home. It's time to move on and pass the torch.

A couple of meetings ago the Mayor noted that Alta was a bit of an anachronism, but that we like it that way. Anachronistic Alta is still a magnificent and special place worth preserving and protecting.

As Mayor Bill Levitt said to me 40 years when he was evaluating me for the job, "Alta is to Salt Lake, what Central Park is to New York City, and can you imagine New York without the little bit of green of Central Park?" That sentence has kept me going through some tough battles.

I'm pleading with all of you still here to be diligent in resisting the pressure to overdevelop and turn Alta into just another cookie cutter ski area. The key to Alta has always been its rustic charm. What you do with Alta goes far beyond our people and our boundaries. Please stay vigilant in keeping Alta Alta.

Thank you.

Alta Town Council

Staff Report



To: Town Council

From: Chris Cawley, Assistant Town Administrator

Re: March 8, 2023 Town Council Meeting

Date: March 1, 2023

Attachments:

Capital Projects

The Capital Projects Committee met on February 22nd to review the status of projects approved for funding in FY 23, plan for FY 24 capital projects, and discuss our capital projects planning and implementation process. Here are some highlights from the meeting:

FY 23 Projects Status

Below is a summary of progress toward projects approved for funding in FY 23. We are tentatively proposing to reprogram the Alta Marshals Office (AMO) projects into FY 24. Please note that we've asked the Council to fund various AMO technology upgrades in a given fiscal year so that AMO is prepared to implement projects as needed for interoperability with other agencies. Staff will seek to refine timelines for these projects in order to best inform future capital projects plans and budgets. We are also proposing to move an erosion control project at the community center to FY 24; or at least, for now, acknowledging it will not be done in FY 23.

Project	Budget	Cost to date	Status
Office Windows	\$6,332	\$6,332	Complete
Firehouse Garage Vent	\$8,000	\$5,567	Complete
Community Center Roof Access	\$5,000	\$3,164	In progress
Community Center A/V	\$15,000		Planning
Playground Improvements	\$5,000		Planning
Livescan	\$10,000		Planning
AEDs	\$3,000		Ready to purchase
AMO Phase 2 Radios	\$30,000		<i>Reprogram to FY 2024?</i>
AMO Inventory Closet	\$20,000		<i>Reprogram to FY 2024?</i>
Community Center Erosion Control	\$10,000		<i>Reprogram to FY 2024?</i>
AMO Security Cameras	\$13,000		<i>Reprogram to FY 2024?</i>
TOTAL	\$125,332	\$15,063	
TOTAL, less reprogrammed items	\$52,000	\$15,063	
Capital Projects Fund Balance, 1/31/2023	\$639,048.76		

FY 24 Capital Projects

Below is a tentative list of projects we propose to include for funding in FY 2024. Each of these projects already appears on the most recent [approved capital projects plan](#). We may decide to include additional projects as we refine a proposed FY 24 capital projects plan. Please note that we assume the need to conduct an architectural feasibility study of a new community center facility in the location of the current building and may propose to fund and complete the project next year. The Erosion Control project remains tentative; we need to evaluate whether there is anything that can be done to mitigate rockfall hazard that is affordable enough to implement while we work toward replacing the community center. Both of these community center projects are big topics that staff and council members will need to discuss further before they are formally proposed for funding.

Project	Budget	Next Steps
Tom Moore Historic Structure	\$25,000.00	Write RFP, refine budget
Alta Central Window Replacement	\$5,000.00	Remove from capital plan?
Alta Central Dispatch Console Upgrade	\$15,000.00	Evaluate VECC platform
AMO Phase 2 Radios - <i>FY 23 Reprogram</i>	\$30,000.00	Obtain quotes
AMO Inventory Closet - <i>FY 23 Reprogram</i>	\$20,000.00	Obtain quotes
Erosion Control - <i>FY 23 Reprogram</i>	\$10,000.00	Write RFP
AMO Security Cameras - <i>FY 23 Reprogram</i>	\$13,000.00	Obtain quotes
Community Center Feasibility Study	\$50,000.00	Write RFP
TOTAL	\$168,000.00	Incl. \$73,000 in reprogrammed FY 23 projects

Capital Projects Planning and Implementation Discussion

The committee acknowledged difficulties in planning and implementing projects, and discussed improvements to our processes, including:

- Anticipate seasonality in planning so that all projects to be completed during non-snow seasons are ready for implementation
- Remove small projects that could be characterized as routine building maintenance from the capital projects plan, and include those projects in general fund budget line items per facility
- Consider integrating other types of projects such as water/sewer, planning projects, and other organizational projects into one management framework to improve overall management efficiency
- Update Capital Projects Plan format to reduce visual clutter and include multi-year project timelines, year-to-year expense projections, and capital projects fund balance projections.

Community Renewable Energy Program: Utility Agreement with Rocky Mountain Power

The next step along the path to remain eligible for the Community Renewable Energy Program is for each participating community to sign the Utility Agreement. This will be one agreement, approved by the board of the Community Renewable Energy Agency, and signed by each

individual community. Each community's signed Agreement will be included in the Program Application the Agency will submit to the Utah Public Service Commission.

Under Utah state law and utility regulations, the Utility Agreement must address four items, although the Agency and RMP can include additional elements. The four required items are:

- That the Agency reimburse the Office of Consumer Services and Division of Public Utilities for their costs contracting third-party expertise "for assistance with activities associated with initial approval of the Community renewable energy program."
 - Alta has already paid our share of these costs
- Communities that adopt the Ordinance must reimburse RMP for the costs associated with two required mail notices sent to all customers within the community.
 - Alta's share of these costs is projected to be about \$150.
- A description of how unpaid termination fees not recovered through customer program rates will be handled.
 - Termination fees are charges assessed by RMP when customers terminate participation in the Program. This is still being negotiated but will not cause the Town of Alta to incur additional costs toward Program development.
- Identification of any desired replaced assets.
 - The agency may determine that certain RMP assets are not suitable for meeting Program goals, for a variety of reasons. This is still being negotiated but will not cause the Town of Alta to incur additional costs.

As of last council meeting, we anticipated presenting the Utility Agreement to the Alta Town Council in March. The Agency board of directors recently met in a closed session to discuss a confidential draft of the Agreement, and while we cannot present that draft in an open Alta Town Council meeting, we have shared the draft with Town legal counsel and will continue to brief the Council on progress toward its completion. We do not anticipate that the Agreement will present any challenges to the Town or to future participating customers in Alta.

While the Town of Alta will be required to sign the Utility Agreement to continue participating in the Program, it will not bind the Town and its constituents to participate in the program; it is simply a step along the way to finalizing our participation.

Alta Town Council



Staff Report:

March 8, 2023

To: Town Council

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

Date Written: March 2, 2023

Town Clerk – Jen

- 2023 Municipal Election: We have 2 town council seats that expire in January 2024 and are up for election. In your meeting packet you have a contract for the Town to enter into an agreement with SL County for them to administer our upcoming municipal election. It's worth noting that in order to need a primary election, we need 5 or more candidates for the 2 seats. This is essentially the same contract we have previously entered into with an updated cost estimate. We are asking for your approval now since we don't yet have an adopted budget that covers this expense. The cost will be \$2,500 (their minimum) for this election. If we have a primary it could go over that amount, but I don't expect it to.
- Alta Reading Room: The Town of Alta and Salt Lake County Library are looking for your feedback on the Alta Reading room. We are evaluating the services provided and looking for opportunities to enhance the programs made available to the Alta Community. [Please help us by taking this survey by March 31st.](#)
- Budget: We have held one budget committee meeting. I have also been meeting with department heads to understand their needs for FY24. The capital projects committee has met and the town has a meeting with service area #3 to plan for next year. I am gathering all this information into a draft budget that will be presented to the budget committee in April for them to discuss.
- Fraud update: We are enrolled in PositivePay at Keybank. The Clerk's office submits ACH and check information directly to Keybank to authorize the payments. We are still waiting on two Keybank charges totaling \$12,100 to be returned and one Zion's sewer account charge totaling \$3,741 to be returned.
- I have also been spending time helping the Mayor with a hiring plan for the Town Manager.

Deputy Town Clerk - Molly

- Dog Licenses – Annual Renewals are complete.
- Drafted Resolution 2023-R-3 repeals and replaces the dog license class numbers. Please note that one class A and one class B license were forfeited. The resolution was drafted to authorize a drawing for those licenses.
- Drafted Ordinance 2023-O-1 amending the dog license ordinance to remove language referencing Salt Lake County watershed tags. The County is not issuing watershed tags and so we are updating our ordinance to reflect that change. Only a Town of Alta dog tag will be required moving forward.

- Drafted Resolution 2023-R-4 updating the fee schedule to remove reference to watershed tags.
- Council Meeting Dog License Reporting: Temporary dog licenses issued with a start date between 2/3/2023 – 3/1/2023
 - Meiners, Alexandra (6 days) 2/6/2023
 - Montgomery, Kimberly (18 days) 2/10/2023
 - Petzold, Tricia (11 days) 2/16/2023
 - MacLean, Brooke (14 days) 2/17/2023
 - Lommele, Scott (30 days) 2/22/2023
 - Danforth, Sophie (5 days) 2/23/2023
 - Monahan, Dan (10 days) 2/27/2023

Alta Justice Court - Molly

- The Alta Justice Court is in operation. Court is held monthly in a virtual setting.
 - Next court date – Thursday, March 16, 2023 at 5:30 PM
- Working with Judge Farr to close backlog of pending cases dating back to late 2019 – this procedure was paused at the onset of the COVID pandemic.
- Justice Court Clerks annual conference upcoming March 23 - 24

Department Incident Activity Report

Date Reported: **02/01/2023 - 02/28/2023** | 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	1	0	1	0	0	0	0	0.0
Assist Other Agency	1	0	1	0	0	0	0	0.0
ALARM	2	0	2	0	0	0	0	0.0
Burglary Alarm	1	0	1	0	0	0	0	0.0
Residential Alarm	1	0	1	0	0	0	0	0.0
AVALANCHE	6	0	6	0	0	0	0	0.0
CONTROL	6	0	6	0	0	0	0	0.0
CIVIL PROBLEM	1	0	1	0	0	0	0	0.0
Civil Dispute	1	0	1	0	0	0	0	0.0
DAMAGED PROPERTY	1	0	1	1	0	0	1	100.0
Criminal Mischief	1	0	1	1	0	0	1	100.0
INTERLODGE	7	0	7	0	0	0	0	0.0
HELLGATE-SUPERIOR CLOSURE	2	0	2	0	0	0	0	0.0
TOA CLOSURE	4	0	4	0	0	0	0	0.0
VIOLATION	1	0	1	0	0	0	0	0.0
MEDICAL	4	0	4	0	0	0	0	0.0
EMERGENCY	4	0	4	0	0	0	0	0.0
MENTAL SUBJECT	1	0	1	0	0	0	0	0.0
Mental Subject	1	0	1	0	0	0	0	0.0
MOTORIST	24	0	24	0	0	0	0	0.0
ASSIST	24	0	24	0	0	0	0	0.0
ORDINANCE VIOLATION	1	0	1	0	0	0	0	0.0
Ordinance Violation	1	0	1	0	0	0	0	0.0
PARKING	3	0	3	0	0	0	0	0.0
PROBLEM	3	0	3	0	0	0	0	0.0
PROPERTY	1	0	1	0	0	0	0	0.0
DAMAGE	1	0	1	0	0	0	0	0.0
PUBLIC PEACE	3	0	3	0	0	0	0	0.0
Disorderly Conduct	2	0	2	0	0	0	0	0.0
Public Peace, Other	1	0	1	0	0	0	0	0.0
ROAD CLOSURE	11	0	11	0	0	0	0	0.0
HELLGATE-SUPERIOR	7	0	7	0	0	0	0	0.0
SR-210	4	0	4	0	0	0	0	0.0
ROBBERY	1	0	1	0	0	0	0	0.0
Robbery, Street/Hwy/Open Area, Strongarm	1	0	1	0	0	0	0	0.0
SUSPICIOUS	2	0	2	0	0	0	0	0.0
Suspicious Activity	1	0	1	0	0	0	0	0.0
Suspicious Vehicle	1	0	1	0	0	0	0	0.0

THEFT	7	1	6	0	0	0	0	0.0
Larceny, From Yard/Land	5	1	4	0	0	0	0	0.0
Theft Other	2	0	2	0	0	0	0	0.0
TRAFFIC	15	0	15	0	0	0	0	0.0
VIOLATION	15	0	15	0	0	0	0	0.0
TRAFFIC ACCIDENT	5	0	5	0	0	0	0	0.0
Traffic Accident, Vehicle Damage	5	0	5	0	0	0	0	0.0
VEHICLE	1	0	1	0	0	0	0	0.0
IMPOUND	1	0	1	0	0	0	0	0.0
VOID	1	1	0	0	0	0	0	0.0
CREATED IN ERROR	1	1	0	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
WELFARE	1	0	1	0	0	0	0	0.0
CHECK	1	0	1	0	0	0	0	0.0
Event Totals	100	2	98	1	0	0	1	1.0



UNIFIED FIRE AUTHORITY

UFA Report March 2023

Legislative update: The UFA Legislative Committee had a busy February tracking several bills that have implications for the fire service. HB183 allows for EMS-only employees to be in the firefighter retirement system, HB261 addresses funding for wildland fire mitigation work, HB59 & 278 address the continuing needs of behavioral health in public safety. We also watched several bills related to codes, ordinances, and district operations. We are looking forward to engaging on several other bills during the interim session. The session will close on the evening of Friday, March 3rd.

Construction update:

Station 102 Magna: Steel erection has been completed.

- Sewer line has been tied into the main on Buccaneer Drive with the other components (sand/ oil separator, sampling manhole) being installed on the property.
- Rough-in of plumbing, electrical, and mechanical, as well as interior metal framing, is nearing completion.
- Roof installation is about 80% complete.
- The contractor has reported that they are on schedule to be substantially complete by May 31, 2022.

Station 251 Eagle Mountain: All site concrete has been poured.

- Aluminum window frames are beginning to be installed.
- Overhead doors for the storage and fitness area are being installed this week.
- Mechanical, electrical, and plumbing is continuing in the apparatus bay and mezzanine level.
- Drywall mud and tape is occurring throughout the station and drywall ceilings are being installed.
- The contractor was notified that three electrical panels have been delayed from the manufacturer and currently expected to arrive in May 2023. The panels were ordered in the end of August 2022, soon after the contract was issued. The contractor is working on alternative solutions to provide temporary power to specific HVAC units to condition the building for millwork and other finishes.
- The project substantial completion date is now projecting to be delayed until late March, however this doesn't account for the delayed electrical panels.

Station 253 Eagle Mountain: There some structural steel components in the apparatus bay are that are pending installation due to waiting for available personnel and weather to improve.

- Fire sprinkler installation should be complete.
- Site concrete work has been impacted by the weather and deep frost in the ground. The contractor is assessing methods to begin this work.
- The permanent gas meter has been installed.
- Interior concrete for the mezzanine and stairs is complete.
- Interior components of three electrical panels are delayed until April 15, 2023. Keir, their electrical subcontractor, and electrical consultant are working together to find solutions to provide temporary power to HVAC units in the living area.
- Completion is expected in late May.

Recruit Camp: UFA Camp 56 is ongoing, and the new recruits have just completed Fire Dynamics and Air Management this week. We are approaching the fourth week of camp. The recruits are engaging their new challenges with the first being this week of saw safety. They are learning how to effectively work together as a team in performing their essential firefighting duties.

Captains Academy: In preparation for the next Captain promotional process in 2024, UFA is holding a Captains Academy. This academy helps prepare candidates for taking on the leadership role of Captain within our organization. Topics include leadership training, budgeting process, government and community relationships, fire prevention and captain strategy, tactics, and incident management. There will be six sessions held over the next 18 months.

Budget Process Continues. UFA Divisions are hard at work finalizing their individual budgets to be included in the overall UFA budget proposal. Meetings with the Budget Committee and Fire Chief will be happening over the next two months, with a presentation to the Board Finance Committee on April 10. The full UFA Board will review the budget on May 16, with final review and approval set for June 20.

March Safety Message: With the significant snow fall we have been experiencing this winter, UFA is asking residents to ensure that appliance vents in homes have a clear area around them to avoid the dangers of Carbon Monoxide poisoning. When vents for gas-powered appliances such as furnaces, water heaters, or stoves get covered by snow, it can cause the dangerous gas, carbon monoxide, to build up in the home. Carbon monoxide is a colorless, odorless gas that can cause headaches, nausea, and in severe cases, can be fatal. Vents that do not have adequate clearance can also be a fire hazard due to bad airflow. Some of the signs and symptoms of CO poisoning can include:

1. Headache
2. Dizziness or lightheadedness
3. Nausea or vomiting
4. Shortness of breath or difficulty breathing
5. Confusion or disorientation
6. Blurred vision
7. Loss of consciousness
8. Chest pain
9. Seizures or convulsions
10. Weakness or fatigue

If you suspect CO poisoning, you should immediately move to a well-ventilated area and call 911 or your local emergency services. It's also important to have working CO detectors in your home, as they can alert you to the presence of the gas and give you time to evacuate the area.

Retirement: Battalion Chief Duane Woolsey retired after 28 years of dedicated service to the department and the people of Salt Lake County and UFA. He was promoted to a paramedic specialist in 1996, a captain in 2004 and a battalion chief in 2006. Chief Woolsey is looking forward to more time with family and spending time on his new sailboat.

MINUTES
BUDGET COMMITTEE VIRTUAL MEETING
ALTA TOWN COUNCIL BVIRTUAL MEETING
Wednesday, February 8, 2023, 1:30 PM
Alta Community Center (virtual), 10351 E. Highway 210, Alta, Utah

PRESENT: Mayor Roger Bourke
Councilmember John Byrne
Councilmember Sheridan Davis
Councilmember Elise Morgan
Councilmember Carolyn Ancil (arrived 2pm for Town Council meeting)

STAFF PRESENT: John Guldner, Town Administrator
Chris Cawley, Assistant Town Administrator
Jen Clancy, Town Clerk
Molly Austin, Deputy Clerk

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

NOT PRESENT: Mike Morey, Town Marshal

BUDGET COMMITTEE MEETING

1. **CALL THE BUDGET COMMITTEE MEETING TO ORDER**

00:00:00

Mayor Bourke started the budget committee meeting of February 8, 2023.

2. **DISCUSSION OF THE FY24 BUDGET**

00:01:25

Craig Heimark started by reminding the committee that last October he gave a slide presentation that listed recommended changes to the Town's budget process. He said we would divide the budget process into the three underlying drivers of increases or changes in the budget, specifically 1) changes in payroll and staff 2) changes in outside vendor contracts, and 3) changes in our schedules projects. There was also a suggestion to update the financial reporting to help the councilmembers and citizens understand where and why Town funds are being spent. Craig was happy to report progress is being made on all these efforts.

Craig updated the committee on the Mike Swallow wage study. The main take away so far are that top level employees are underpaid compared with the market. He said that councilmembers would need to decide how to address the salary discrepancies and whether the Town has sufficient staff to accomplish its goals. The sense of the committee was to get a Town Manager in place before considering the addition of new positions and use a phased approach to address staff wages.

Craig reported that the Capital Projects Committee would be meeting soon.

Jen walked the committee through a summary of the changes anticipated for outside vendors and gave a brief overview of the summary cover sheet that's being developed for simplified reporting.

3. **MOTION TO ADJOURN**

00:32:55

MOTION: Mayor Bourke motioned to adjourn, and John Byrne seconded.

VOTE: All in favor. The budget committee meeting was adjourned.

TOWN COUNCIL MEETING

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

00:33:05

Mayor Bourke called the regular meeting of the Alta Town Council to order for February 8, 2023. Pursuant to his February 1, 2023 determination Mayor Bourke said that it is in the community's best interest to hold this meeting virtually without an anchor location.

2. **CITIZEN INPUT**

00:34:15

Jen Clancy reported there were no written public comments received.

Dan Ketner requested that the Town consider taking over the Alta Resort Shuttle, the Night Shuttle, and Town Shuttle programs. He said that he had been doing it for a long time and was tapped out. He added that he thought the Town would be more eligible for grants.

3. **FRIENDS OF ALTA UPDATE – TARA MORIN**

00:38:40

Tara Morin introduced herself as the Operations Manager for Friends of Alta. She provided the council with an overview of what the organization has been up to. She reported that the Executive Director, Kody Fox took part in a KUTV Fresh Living segment today regarding the gondola proposal. She also reported they were in the fifth year of the Black Rosy-Finch study, had hired someone to monitor the legislative session for them, continued to work with various individuals and businesses to monitor an oppose the gondola proposal, and were preparing for the annual Alta Gala. They are also preparing for various fundraising and stewardship summer events. Tara said all events are posted on social media and encouraged folks to sign up for their biweekly newsletters.

4. **SHUTTLE UPDATE: RESORT SHUTTLE, TOWN SHUTTLE, NIGHT SHUTTLE – TOM SCHNEIDER**

00:48:55

Chris Cawley reported that Tom Schneider had provided some January shuttle ridership numbers and he had a summary of shuttle contributions to share while Tom reviewed the programs. Tom reported that in January almost 12,000 people rode the three shuttles that operate daily in Alta. He projects that between 40,000 and 50,000 people would ride the shuttle this winter season. He said the program is not sustainable the way it is managed with various sources of funding. Tom reported that the day shuttles funding will end before the season ends and that he is not comfortable being in the position of asking for more money. He added that some of the funding sources previously received may not be available in the future and that various contributors have stipulations for the program if they are to contribute which adds complexity to the management of the program.

Tom reported that you need at least three shuttle buses to run these program and that he would need to purchase a new shuttle to operate the program “as is” next year. Carolyn Anctil observed that she didn’t feel that the funding correlates with the usage and doesn’t feel it’s fair, she’d like to see individuals pay. Adrienne Ruderman offered that the original shares in the shuttle program were determined by bed count at particular properties. Tom said he thought the Town should take over the funding and let someone else operate the shuttles. He offered he would be willing to operate the shuttles again (he supports the Town soliciting bids from other companies) but needs to know what the plan is because he would need to purchase a new shuttle which costs \$160,000 and needs to be ordered by April. It was noted that for all three shuttles to operate the same way as this year the budget would be \$220,000 which is roughly 10% of the Town’s budget.

5. ALTA CHAMBER AND VISITOR’S BUREAU REPORT – BRANDON OTT

01:18:00

Brandon Ott introduced himself as the President of ACVB and Marketing Director for Alta Ski Area. Brandon gave updates on the Alta Shuttle, Time Well Spent campaign, and membership dues. He highlighted that the mission statement had been recently revised to enhance the experience for locals and visitors as opposed to simple attracting more people. Chris Cawley provided an overview of the 2022/23 amended budget of \$70,736. Chris reported he is working on the contract to facilitate the contributions from the Town’s budget to ACVB for this fiscal year.

6. ALTA SKI AREA UPDATE – MIKE MAUGHAN

01:36:25

Mike Maughan reported that they had put together a proposal that’s been submitted to the USFS to replace the roadside parking with parking in the wildcat parking lot. Mike has an upcoming meeting with the forest service on site for them to review the ski area master plan and projects for the next year. He reported he met with UDOT today to discuss what can be done in the next 3-5 years regarding up-canyon congestion (slick roads and canyon closures) and down-canyon congestion caused by main line closures.

Mike said the business levels this year are close to where they were last year in terms of the number of skiers. Icon visitation is down a little for Alta whereas for the other Cottonwood Resorts are 25-50% greater thus far. There is record snowfall through the end of January. They are working with UTA to understand if there will be any changes to ski bus service next year and have submitted a plan to UTA to adjust the top of the wildcat ramp to see if it’s acceptable to UTA to allow buses to make the turn so

they could service both the GMD and Albion lots. He commented this could alleviate some of the need for the shuttles.

Mike commented that John Guldner would be greatly missed, his knowledge and understanding of the ordinances in Town has been invaluable. He thanked John.

7. **APPROVAL OF CONSENT AGENDA: JANUARY 11, 2023 MEETING MINUTES, TREASURER'S REPORTS, AND STAFF REPORTS**

01:48:30

MOTION: Mayor Bourke motioned to approve the consent agenda including the January 11, 2023 minutes, and staff and financial reports, and Sheridan Davis seconded.

VOTE: All in favor. The consent agenda including the January 11, 2023 minutes, and staff and financial reports was unanimously approved.

8. **QUESTIONS REGARDING DEPARTMENTAL REPORTS**

01:49:20

John Byrne asked Jen Clancy how much of the \$564,000 in the water fund might be moved to next years budget? John Guldner chimed in that he thought \$370,000 for Peruvian Estates West, and close to \$100,000 for Grizzly Gulch. Jen Clancy added that they were likely to only spend \$10,000 on the water meter project this year.

9. **MAYOR'S REPORT**

01:51:00

Mayor Bourke reported he was amazed at how well the Marshal's Department and others keep us all safe and moving. He stated that roughly 25 years ago the Town had received an award for organizing the road committee. To date, the Alta website is reporting 493" of snow breaking records since 1981/82 season and we have more snow forecasted for next week. The Town experienced several incidents of fraudulent charges to our bank accounts that have now stopped due to efforts of John Guldner.

The Mayor signed a letter that went to District Ranger Bekee Hotze that recommended elimination of some roadside parking between the wildcat ramp and the DPH as a safety measure. The District Ranger informed the Mayor it would take some time for her to act on the parking proposals as she is quite short staffed. The Mayor mentioned HB 276 and noted that if enacted it would open the water provisions and require Salt Lake City to provide water to areas outside the service area boundaries, including the undeveloped lots in Albion Basin. The bill has been referred to committee and will not be enacted in this session, but we expect to see it again. The Mayor attended the Wasatch Front Regional Council meeting on January 26 and while its usually a benign affair, on this date there was a huge crowd (~100 people) with standing room only mostly made up of people there to oppose the gondola.

The staff engaged in an exercise to identify significant issues and challenges over the next 3 years and the top results included staffing and human capital as well as infrastructure. He announced that every two years, two of the council seats expire and he would like more candidate than fewer candidates (not a reflection on the two incumbents) in the upcoming election.

Mayor Bourke said a newsletter piece about John Guldner's retirement had been circulated. He then caringly reflected on how John had advised him over the years. He thanked John for all he has done for everyone.

10. OPEN PUBLIC MEETING ACT TRAINING, Q & A – POLLY MCLEAN

02:04:00

Polly McLean reviewed a presentation outlining why and how Town business can be conducted in a transparent place. She identified the spirit of the Open and Public Meeting Act (OPMA), reviewed what a meeting is and is not, who has to follow OPMA, what makes a quorum, how to use email for Town business, electronic meetings, the reasons for closed-door meetings, notice requirements, public comment, minutes and recordings, emergency meetings, and violations of OPMA.

11. DISCUSSION ON AN ORDINANCE TO ESTABLISH THE ROLE OF TOWN MANAGER

02:16:15

Mayor Bourke said an ordinance has not been drafted. With John Guldner's departure we are going to revisit how the Town staff operates. The Mayor explained that in promoting the title of Town Manager he hadn't duly understood the State definition of such a title and so he now preferred to refer to this position as chief of staff. He expects a draft ordinance by the next council meeting. John Byrne asked the Mayor what issues he had with the title and noted, to him a Town Manager could be whatever the town council we defined it as in an ordinance. John explained the bigger issue in creating this position by ordinance was to decide if the position is unempowered and a conduit (no real authority)-, or if delegate some of the Mayor's powers and duties should be delegated to the Town Manager via an ordinance. This would separate the day-to-day operation of the Town and leave the legislative and policy responsibilities to the Mayor and council. He said essentially you are delegating authority to execute the policies of the governing body. He added that this is also about right sizing the Mayor's responsibilities.

Cameron Platt said there were three main areas he was looking for direction from the council on. He felt the title ultimately didn't matter much because we can write the ordinance to delegate the duties that the council wants. He does need direction on the chain of authority, and where that should go. He also asked what authority the council wants to give to the person in this position? He highlighted talking about executive duties is important because if you delegate the executive duties to the manager it will remove some work from the mayor, but that move could also increase the work for the council and he wants to council to understand this shift in practical application. Cameron summarized the decisions as what chain of authority does the council want for this position and what duties do they want the manager to do. Craig Heimark added that a job description for the Mayor could also help.

Sheridan Davis agreed this role should be an empowered role and sought clarification on if the Town manager could be fired by the Mayor without the consent and approval of the council. Cameron explained under the current framework the Town Administrator is appointed by the Mayor with advice and consent of the council and the Town Administrator derives their authority from the Mayor's authority and so the chain of command goes through the Mayor. The Mayor could dismiss a Town Administrator under the current framework without input from the council.

~~John Guldner warned that he thought the council's instructions (ie consensus of the council) for the next Town Manager need to be communicated through the Mayor in order to avoid five separate sets of directions from each councilmember.~~ Mayor Bourke clarified that in his model the Chief of Staff works and takes direction from the Mayor; that he/she does not take direction from individual councilmembers, but consensus of the council via the Mayor. It's the Mayor's role to sort it out what's okay and not okay with the town council. The Mayor said the town's chief of staff needs one boss. John Byrne asked if the person would be empowered or just doing what the mayor asked, and suggested we would be better off if the person was executing the will of the governing body which includes the Mayor but isn't the Mayor alone.

(Elise Morgan left the meeting)

Mayor Bourke indicated the ordinance could be drafted and bounced off the councilmembers in advance of the next meeting to collect input. John Byrne offered to help Cameron on the empowered manager side of things.

12. NEW BUSINESS

02:51:25

Polly McLean brought up that the Utah League of Cities and Town's has a legislative policy committee that meets once a week during the legislative session and the Town's participation is outdated and should be updated. The Mayor suggested he, Chris Cawley, and Cameron Platt sign up and no one opposed.

Carolyn Antcil asked about the noise ordinance. Cameron shared that the Marshal's department had issued two warnings for the noise violations. There has been some discussion amongst staff about following up with the property owners regarding noise mitigation plans.

13. DISCUSSION AND POSSIBLE ACTION TO COMMENCE A CLOSED DOOR SESSION FOR DISCUSSION OF THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL AS AUTHORIZED BY UTAH CODE SECTION 52-4-205(1)(a)

03:01:00

The Mayor reported there was not a reason to hold a closed door session today.

14. MOTION TO ADJOURN

03:03: 45

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

VOTE: All in favor. The meeting was adjourned.

Passed this 8th day of March, 2023

Jen Clancy, Town Clerk

DRAFT

MINUTES
SPECIAL ALTA TOWN COUNCIL VIRTUAL MEETING
Thursday, February 23, 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 Carolyn Ancil (arrived 9:16am)

STAFF PRESENT: John Guldner, Town Administrator
Mike Morey, Town Marshal
Chris Cawley, Assistant Town Administrator
Jen Clancy, Town Clerk
Molly Austin, Deputy Clerk

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

NOT PRESENT: Councilmember Elise Morgan

SPECIAL TOWN COUNCIL MEETING

1. **CALL THE MEETING TO ORDER**

00:00:00

Mayor Bourke called the special meeting of the Alta Town Council to order for February 23, 2023. Pursuant to his February 15, 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 OF AN ORDINANCE TO CREATE THE TOWN MANAGER POSITION**

00:00:30

Mayor Bourke announced the purpose of the meeting was to discuss a town ordinance that would create a town manager position. He explained that with John Guldner's intention to retire that an opportunity has been created to rethink the structure and operation of our town government. The Mayor suggested it would be appropriate for a town manager to essentially manage the internal affairs of the town staff. It was also noted that this was an opportunity to right size the Mayor's responsibilities for what has historically been a part-time position.

Cameron Platt started the discussion by explaining that currently the Mayor can appoint the town manager with advice and consent of the council but that the Mayor can terminate the town manager without the advice and consent of the council. The proposed change to this process is that the Mayor appoints the Town Manager (and Town Clerk, Marshall, and Planning Commission members) with advice and consent of the council but for the town manager to be terminated that you either needed a vote by majority of the council including the Mayor (ie Mayor and 2 council members) or what was referred to as a council super-majority (all 4 council member, not including the Mayor). This method of

voting was discussed with the main reason being rooted in state code and as a means of adding some protection to appointed employees.

The council continued to review and discuss each of the bullet points listed in the meeting's staff report (as shown below). Members of the council commented that they did not want to go in a direction not supported by staff. Staff did not raise any concerns. Direction was given to staff to draft an ordinance that delegated the highlighted bullet points to the town manager position.

Mayor's Authority/Duties UCA § 10-3b-104

- Chief Executive Officer Duties
 - All employees shall report to Town Manager;
 - Appointed officials will coordinate with the town manager in day to day activities, subject to state law, but are accountable to the Mayor and Council;
 - Keep the peace and enforce the laws of the municipality (practically and currently applied by delegating criminal enforcement to the Marshal's Office by the Mayor); civil code enforcement will be through the Town Manager;
 - Ensure statutes, ordinances, and resolutions executed and observed;
 - Sign contracts provided for in budget, ordinance, or resolutions;
 - Cancel or waive fines or forfeitures;
 - Report the condition and needs of the municipality, and make recommendations in the best interests of the Town, to the Council.
 - Deputize residents of the municipality over the age of 21 years to assist in enforcing the laws of the state and ordinances of the municipality;
 - Release a person imprisoned for a violation of a municipal ordinance;
 - At any reasonable time, examine and inspect the official books, papers, records, or documents of the municipality or any officer, employee, or agency of the municipality;
 - With the council's advice and consent:
 - assign or appoint a member of the council to administer one or more departments of the municipality; and
 - Appointment of the Town Manager, Town Clerk, Marshall, & Planning Commission members remain with Mayor and Council
 - appoint a person to fill a municipal employment position or a vacancy on a committee of the municipality;
 - Perform all duties prescribed by statute or municipal ordinance or resolution;
- Mayor's Judicial, Legislative, or Ceremonial Duties may not be delegated.
 - Regular and voting member of the Council
 - Chair of Council meetings and presides at all Council meetings
 - Exercises ceremonial functions for the municipality;
 - Ex officio positions held by the Mayor.

Town Council Authority/Duties UCA § 10-3b-105¹

¹ Utah law § 10-3b-403 mentions that the Council may delegate its "executive or administrative power" to a town manager. In practice, however, the Council only has these executive or administrative power if they are removed from the Mayor.

- Legislative Duties—may not delegate legislative duties.
- Town Council is the legislative body of the municipality and exercises the legislative powers and performs the legislative duties and functions of the municipality
 - Adopt rules and regulations, not inconsistent with statute, for the efficient administration, organization, operation, conduct, and business of the municipality;
 - Prescribe by resolution additional duties, powers, and responsibilities for any elected or appointed municipal official, unless prohibited by statute;
 - Require by ordinance that any or all appointed officers reside in the municipality;
 - Create any office that the council considers necessary for the government of the municipality;
 - Provide for filling a vacancy in an elective or appointive office;
 - Perform any function specifically provided for by statute or necessarily implied by law;
- Any executive or administrative power . . . duty or function that: has not been given to the mayor under Section 10-3b-104. This is a “catch-all” provision.

3. **MOTION TO ADJOURN**

01:16:30

MOTION: Mayor Bourke motioned to adjourn, and Sheridan Davis seconded.

VOTE: All in favor. The special town council meeting was adjourned.

Passed this 8th day of March, 2023

Jen Clancy, Town Clerk

TOWN OF ALTA
COMBINED CASH INVESTMENT
FEBRUARY 28, 2023

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHKG-KEY BANK-COMBINED	125,275.23
01-11115	CASH - PAYROLL TAX ACCOUNT	140.81
01-11215	CASH - CONTRACT POST OFFICE	1,796.08
01-11310	PETTY CASH	50.00
01-11400	RETURNED CHECKS - CLEARING	125.00
01-11610	CASH IN PTIF GENERAL	1,931,511.21
01-11710	CASH CLEARING -AR	(4,366.22)

	TOTAL COMBINED CASH	2,054,532.11
01-10100	TOTAL ALLOCA TO OTHER FUNDS	(2,054,407.11)

TOTAL UNALLOCATED CASH	125.00
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CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,367,638.48
45	ALLOCATION TO CAPITAL PROJECT FUND	5,020.98
51	ALLOCATION TO WATER FUND	(297,652.28)
52	ALLOCATION TO SEWER FUND	(20,600.07)

	TOTAL ALLOCATIONS TO OTHER FUNDS	2,054,407.11
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(2,054,407.11)

ZERO PROOF IF ALLOCATIONS BALANCE	.00
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TOWN OF ALTA
BALANCE SHEET
FEBRUARY 28, 2023

GENERAL FUND

ASSETS

10-10100	CASH - COMBINED FUND	2,367,638.48	
10-12640	CASH IN PTIF - C ROAD FUND	63,615.67	
10-12690	IMPACT FEE FUND PTIF	23,750.61	
10-12700	BEER TAX FUNDS PTIF	25,022.96	
10-12710	POST EMPLOYMENT BENEFIT PTIF	131,653.20	
10-13110	ACCOUNTS RECEIVABLE	1,445.15	
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			3,047,760.41

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE	169.89	
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	1,300.06	
10-22230	STATE WITHHOLDING PAYABLE	551.65	
10-22500	HEALTH & DENTAL INS PAYABLE	1,020.00	
10-22555	FLEX/CAFETERIA WITHHOLDING	(150.34)	
10-22600	REVEGETATION DEPOSITS	19,760.00	
10-22700	DEFERRED REVENUE/PROPERTY TAX	243,323.00	
10-22725	EMPLOYEE 401K WITHHOLDING	(916.29)	
10-22755	EMPLOYEE ROTH IRA WITHHOLDING	(651.07)	
TOTAL LIABILITIES			282,339.93

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	146,271.04	
BALANCE - CURRENT DATE		2,672,446.36	
TOTAL FUND EQUITY			2,765,545.48
TOTAL LIABILITIES AND EQUITY			3,047,885.41

TOWN OF ALTA
BALANCE SHEET
FEBRUARY 28, 2023

CAPITAL PROJECT FUND

ASSETS

45-10100	CASH - COMBINED FUND	5,020.98	
45-12100	RESTRICT CASH-CAPITAL IMPROVE	635,508.96	
	TOTAL ASSETS		640,529.94

LIABILITIES AND EQUITYFUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
45-29800	BEGINNING OF YEAR	648,690.95	
	REVENUE OVER EXPENDITURES - YTD	(8,161.01)	
	BALANCE - CURRENT DATE	640,529.94	
	TOTAL FUND EQUITY		640,529.94
	TOTAL LIABILITIES AND EQUITY		640,529.94

TOWN OF ALTA
BALANCE SHEET
FEBRUARY 28, 2023

WATER FUND

ASSETS

51-10100	CASH - COMBINED FUND	(	297,652.28)	
51-11140	PTIF CAPITAL ACQUISITION-WATER		314,115.41	
51-11520	WATER CHECKING - ZION 4074		341,602.85	
51-13110	ACCOUNTS RECEIVABLE		78,073.51	
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			1,302,414.29

LIABILITIES AND EQUITY

LIABILITIES

51-21310	ACCOUNTS PAYABLE		987.57	
51-22610	DUE TO OTHER FUNDS		76,484.40	
	TOTAL LIABILITIES			77,471.97

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		103,231.50	
	BALANCE - CURRENT DATE		156,445.32	
	TOTAL FUND EQUITY			1,224,942.32
	TOTAL LIABILITIES AND EQUITY			1,302,414.29

TOWN OF ALTA
BALANCE SHEET
FEBRUARY 28, 2023

SEWER FUND

ASSETS

52-10100	CASH - COMBINED FUND	(	20,600.07)	
52-11120	SEWER CHECKING - ZION 7479		226,783.49	
52-11130	PTIF CASH RESTRICTED		400,946.73	
52-13110	ACCOUNTS RECEIVABLE		31,952.35	
52-16310	SEWER SYSTEM		848,217.93	
52-17500	ACCUMULATED DEPRECIATION	(	668,862.73)	
	TOTAL ASSETS			818,437.70

LIABILITIES AND EQUITY

LIABILITIES

52-21310	ACCOUNTS PAYABLE	(	32.87)	
	TOTAL LIABILITIES			(32.87)

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		58,788.92	
	BALANCE - CURRENT DATE		528,017.57	
	TOTAL FUND EQUITY			818,470.57
	TOTAL LIABILITIES AND EQUITY			818,437.70

TOWN OF ALTA

Finance Worksheet - Department Totals

Page: 1

Period: 02/23

Mar 02, 2023 01:32PM

Report Criteria:

Print Fund Titles
 Page and Total by Fund
 Include Accounts: None
 Total by Source
 Total by Department
 All Segments Tested for Total Breaks

		2020-21	2021-22	2021-22	2022-23	2022-23
		Prior year 2	Prior year	Prior year	Current year	Current year
		Actual	YTD Actual	Budget	YTD Actual	Budget
Account Number	Account Title					
GENERAL FUND						
REVENUE	Total TAXES:	1,748,866.11	993,589.97	2,064,990.85	1,096,523.09	1,800,517.00
	Total LICENSES AND PERMITS:	87,252.31	54,562.74	122,642.85	48,432.26	90,600.00
	Total INTERGOVERNMENTAL REVENUE:	63,427.80	38,154.09	70,123.94	28,893.99	100,010.06
	Total CHARGES FOR SERVICES:	46,743.11	14,521.57	43,284.95	.00	20,050.00
	Total FINES AND FORFEITURES:	25,535.00	27,305.00	35,935.00	13,317.82	25,000.00
	Total MISCELLANEOUS REVENUE:	146,308.03	81,722.73	115,036.86	129,357.57	106,850.00
	Total CONTRIBUTIONS AND TRANSFERS:	4,000.00	.00	93,312.11	.00	73,377.94
EXPENSES	Total LEGISLATIVE:	19,341.80	11,091.60	19,796.10	13,465.69	20,550.00
	Total COURT:	17,507.03	23,502.55	33,385.00	14,790.41	38,051.00
	Total ADMINISTRATIVE:	450,619.85	322,136.20	525,383.00	333,875.38	540,984.00
	Total MUNICIPAL BUILDINGS:	27,136.16	32,240.00	58,250.00	11,954.87	44,700.00
	Total NON-DEPARTMENTAL:	25,781.63	25,218.93	30,650.00	25,010.00	30,419.00
	Total TRANSPORTATION:	2,170.56	30,182.46	37,050.00	56,576.18	90,000.00
	Total PLANNING AND ZONING:	19,463.63	10,703.57	28,200.00	8,398.01	33,700.00
	Total POLICE DEPARTMENT:	904,743.01	620,288.43	1,105,086.00	648,431.74	1,173,935.00
	Total ECONOMIC DEVELOPMENT:	.00	21,000.00	29,000.00	.00	31,500.00
	Total POST OFFICE:	32,213.61	23,276.02	36,829.00	25,317.99	36,851.00
	Total FIRE PROTECTION:	79,164.00	.00	.00	.00	.00
	Total BUILDING INSPECTION:	19,681.13	11,712.23	25,800.00	10,057.53	15,100.00
	Total STREETS - C ROADS:	9,497.52	.00	48,000.00	.00	16,000.00
	Total RECYCLING:	21,029.07	11,126.23	21,800.00	11,929.53	21,800.00
	Total HOMELAND SECURITY GRANT:	3,600.00	.00	1,338.74	.00	.00
	Total GIS:	.00	.00	3,502.00	.00	3,783.00
	Total SUMMER PROGRAM:	26,448.93	7,146.72	54,773.00	6,918.29	68,382.00
	Total IMPACT:	75,636.47	10,507.60	10,910.00	.00	.00
	Total LIBRARY - COMMUNITY CENTER:	5,066.01	3,699.88	10,450.00	3,528.07	25,650.00
	Total COMMUNITY DEVELOPMENT:	.00	.00	.00	.00	.00
	Total TRANSFERS:	422,997.00	.00	465,123.72	.00	25,000.00
	GENERAL FUND Revenue Total:	2,122,132.36	1,209,856.10	2,545,326.56	1,316,524.73	2,216,405.00
	GENERAL FUND Expenditure Total:	2,162,097.41	1,163,832.42	2,545,326.56	1,170,253.69	2,216,405.00
Net Total GENERAL FUND:		39,965.05-	46,023.68	.00	146,271.04	.00

TOWN OF ALTA

Finance Worksheet - Current Year Actual w Prior YTD %

Page: 1

Periods: 07/22-02/23

Mar 02, 2023 01:26PM

Report Criteria:

Exclude Funds: 30
 Print Fund Titles
 Page and Total by Fund
 Include Accounts: None
 Print Source Titles
 Total by Source
 Print Department Titles
 Total by Department
 All Segments Tested for Total Breaks
 Account Termination date = {IS NULL}

Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
GENERAL FUND						
TAXES						
10-31-100	CURRENT YEAR PROPERTY TAXES	268,920.22	279,548.88	230,114.42	280,000.00	82%
10-31-101	TAX INCREMENT - CRA	.00	.00	.00	.00	
10-31-200	PRIOR YEAR PROPERTY TAXES	743.52	2,475.97	.00	5,568.00	
10-31-300	SALES AND USE TAXES	664,327.23	1,653,455.00	797,738.39	1,391,460.00	57%
10-31-310	4th .25 TAX	19,159.73	45,000.00	21,509.01	42,000.00	51%
10-31-400	ENERGY SALES AND USE TAX	36,397.80	78,000.00	43,242.47	75,000.00	58%
10-31-410	TELEPHONE USE TAX	4,041.47	6,511.00	3,918.80	6,489.00	60%
Total TAXES:		993,589.97	2,064,990.85	1,096,523.09	1,800,517.00	61%
LICENSES AND PERMITS						
10-32-100	BUSINESS LICENSES AND PERMITS	18,592.50	18,807.81	20,461.10	26,500.00	77%
10-32-150	LIQUOR LICENSES	5,600.00	5,600.00	5,675.00	5,600.00	101%
10-32-210	BUILDING PERMITS	17,235.24	68,735.04	9,006.16	32,000.00	28%
10-32-220	PARKING PERMITS	.00	14,500.00	.00	12,500.00	
10-32-250	ANIMAL LICENSES	13,135.00	15,000.00	13,165.00	14,000.00	94%
Total LICENSES AND PERMITS:		54,562.74	122,642.85	48,307.26	90,600.00	53%
INTERGOVERNMENTAL REVENUE						
10-33-100	WFRC MATCHING GRANT	.00	.00	.00	.00	
10-33-200	SALT LAKE CITY	.00	4,000.00	.00	.00	
10-33-275	SLC TRAILS	.00	507.40	.00	27,492.60	
10-33-300	COUNTY - COMMUNITY DEVELOPME	.00	.00	.00	.00	
10-33-350	COUNTY - TRANSPORTATION	.00	.00	.00	.00	
10-33-375	COUNTY - ZAP	.00	.00	.00	.00	
10-33-400	STATE GRANTS	6,589.00	8,821.54	.00	19,767.46	
10-33-450	FEDERAL GRANTS	.00	.00	.00	.00	
10-33-560	CLASS "C" ROAD FUND ALLOTMENT	9,053.26	15,000.00	9,254.37	15,000.00	62%
10-33-580	STATE LIQUOR FUND ALLOTMENT	4,945.19	4,945.00	5,072.98	4,900.00	104%
10-33-600	SISK	3,000.00	3,000.00	.00	3,000.00	
10-33-650	POST OFFICE	14,566.64	21,850.00	14,566.64	21,850.00	67%
10-33-700	UDOT	.00	12,000.00	.00	8,000.00	
Total INTERGOVERNMENTAL REVENUE:		38,154.09	70,123.94	28,893.99	100,010.06	29%
CHARGES FOR SERVICES						
10-34-240	REVEGETATION BONDS	2,000.00	4,000.00	.00	2,000.00	
10-34-430	PLAN CHECK FEES	10,521.57	35,134.95	.00	15,000.00	
10-34-550	PLANNING COMM REVIEW FEES	.00	150.00	.00	300.00	
10-34-600	GLASS RECYCLING	.00	.00	.00	.00	

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
10-34-760	FACILITY CENTER USE FEES	.00	.00	.00	750.00	
10-34-810	IMPACT FEES	2,000.00	4,000.00	.00	2,000.00	
Total CHARGES FOR SERVICES:		14,521.57	43,284.95	.00	20,050.00	.00
FINES AND FORFEITURES						
10-35-100	COURT FINES	27,305.00	35,935.00	13,317.82	25,000.00	56%
Total FINES AND FORFEITURES:		27,305.00	35,935.00	13,317.82	25,000.00	56%
MISCELLANEOUS REVENUE						
10-36-100	INTEREST EARNINGS	3,094.67	6,500.00	33,565.07	30,000.00	112%
10-36-400	SALE OF FIXED ASSETS	54,149.28	54,149.00	21,700.00	21,700.00	100%
10-36-620	MISCELLANEOUS	.00	.00	50,000.00	50,000.00	100%
10-36-800	DONATIONS	50.00	50.00	.00	50.00	
10-36-810	METERING	.00	.00	.00	.00	
10-36-820	4x4 ENFORCEMENT	.00	.00	.00	1,000.00	
10-36-900	SUNDRY REVENUES	2,001.28	9,482.86	1,665.00	4,000.00	42%
10-36-910	REFUNDABLE SALES TAX	.00	.00	.00	100.00	
Total MISCELLANEOUS REVENUE:		59,295.23	70,181.86	106,930.07	106,850.00	100%
CONTRIBUTIONS AND TRANSFERS						
10-39-100	CONTRIB FROM PRIVATE SOURCES	.00	4,000.00	.00	8,000.00	
10-39-200	USE OF UNRESERVED FUND BALANC	.00	.00	.00	65,377.94	
10-39-250	USE OF RESERVED FUNDS	.00	.00	.00	.00	
10-39-300	OTHER FINANCING SOURCES	.00	.00	.00	.00	
10-39-400	TRANSFERS FROM CAP PROJ FUND	.00	78,402.11	.00	.00	
10-39-410	TRANSFERS FROM IMPACT FUND	.00	10,910.00	.00	.00	
10-39-420	TRANSFERS FROM SEWER FUND	.00	.00	.00	.00	
10-39-430	TRANSFERS FROM WATER FUND	.00	.00	.00	.00	
Total CONTRIBUTIONS AND TRANSFERS:		.00	93,312.11	.00	73,377.94	.00
LEGISLATIVE						
10-41-110	SALARIES - MAYOR AND COUNCIL	10,400.00	12,100.00	12,000.00	18,000.00	67%
10-41-120	REMUNERATION	.00	.00	.00	.00	
10-41-130	EMPLOYEE BENEFITS	.00	100.00	.00	100.00	
10-41-131	EMPLOYER TAXES	691.60	1,000.00	954.00	1,300.00	73%
10-41-230	TRAVEL	.00	296.10	.00	500.00	
10-41-280	TELECOM	.00	100.00	.00	200.00	
10-41-330	EDUCATION AND TRAINING	.00	200.00	485.00	200.00	243%
10-41-620	MISCELLANEOUS	.00	6,000.00	26.69	250.00	11%
Total LEGISLATIVE:		11,091.60	19,796.10	13,465.69	20,550.00	66%
COURT						
10-42-110	SALARIES AND WAGES	11,434.57	14,115.00	9,633.88	20,740.00	46%
10-42-130	EMPLOYEE BENEFITS	54.38	125.00	108.75	125.00	87%
10-42-131	EMPLOYER TAXES	870.21	995.00	465.20	1,586.00	29%
10-42-230	TRAVEL	.00	100.00	.00	600.00	
10-42-240	OFFICE SUPPLIES AND EXPENSE	160.99	250.00	19.98	500.00	4%
10-42-280	TELEPHONE	.00	.00	.00	.00	
10-42-310	PROFESSIONAL & TECHNICAL	.00	100.00	.00	100.00	
10-42-330	EDUCATION & TRAINING	.00	300.00	125.00	500.00	25%
10-42-480	INDIGENT DEFENSE SVCS	.00	2,400.00	.00	2,400.00	

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10-42-481	VICTIM REPARATION SURCHARGE	10,982.40	14,500.00	4,200.32	11,000.00	38%
10-42-620	MISCELLANEOUS SERVICES	.00	500.00	237.28	500.00	47%
Total COURT:		23,502.55	33,385.00	14,790.41	38,051.00	39%

ADMINISTRATIVE

10-43-110	SALARIES AND WAGES	147,521.62	257,503.00	171,769.44	278,000.00	62%
10-43-111	PERFORMANCE BONUS	7,600.00	9,000.00	4,600.00	4,600.00	100%
10-43-130	EMPLOYEE BENEFITS	854.12	2,000.00	142.54	2,000.00	7%
10-43-131	EMPLOYER TAXES	12,471.85	21,189.00	13,707.43	21,500.00	64%
10-43-132	INSUR BENEFITS	46,794.56	71,600.00	30,415.34	75,180.00	41%
10-43-133	URS CONTRIBUTIONS	30,394.55	47,191.00	33,953.25	51,904.00	65%
10-43-140	TERMINATION BENEFITS	.00	.00	.00	.00	
10-43-210	BOOKS, SUBSCRIPT & MEMBERSHIP	3,053.56	6,500.00	594.81	3,400.00	17%
10-43-220	PUBLIC NOTICES	.00	1,000.00	.00	2,000.00	
10-43-230	TRAVEL	107.05	1,000.00	497.08	1,600.00	31%
10-43-240	OFFICE SUPPLIES AND EXPENSE	1,313.47	3,500.00	1,399.49	5,000.00	28%
10-43-245	IT SUPPLIES & MAINT	11,610.26	16,000.00	10,819.14	16,000.00	68%
10-43-250	EQUIPMENT/SUPPLIES & MNTNCE	3,207.91	3,500.00	88.50	4,800.00	2%
10-43-255	VEHICLE SUPPLIES & MAINTENANCE	.00	.00	.00	.00	
10-43-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	.00	.00	15.77	.00	
10-43-265	VEHICLE LEASE PAYMENTS	.00	.00	.00	.00	
10-43-270	UTILITIES	.00	.00	.00	.00	
10-43-280	TELEPHONE	2,380.35	4,000.00	2,855.27	4,600.00	64%
10-43-310	PROFESSIONAL/TECHNICAL/SERVIC	3,238.75	5,000.00	7,315.00	10,000.00	73%
10-43-315	PROF CONSULTANT SERVICES	6,000.00	6,000.00	.00	.00	
10-43-320	PROF/TECH/SERVICES/ACCOUNTING	6,080.00	10,000.00	3,847.50	10,000.00	38%
10-43-325	PROF SERVICES - LEGAL	28,736.48	43,000.00	29,409.24	35,000.00	84%
10-43-330	EDUCATION & TRAINING	25.00	1,000.00	1,499.04	500.00	300%
10-43-350	ELECTIONS	2,000.00	2,500.00	.00	500.00	
10-43-440	BANK CHARGES	1,697.21	2,500.00	1,618.74	2,500.00	65%
10-43-500	INSURANCE DEDUCTIBLE EXPENSE	.00	.00	.00	.00	
10-43-510	INSURANCE AND SURETY BONDS	4,219.74	5,500.00	4,335.32	5,100.00	85%
10-43-515	WORKERS COMPENSATION INS	1,287.58	1,900.00	1,339.15	1,800.00	81%
10-43-610	MISCELLANEOUS SUPPLIES	83.99	1,500.00	216.20	1,500.00	14%
10-43-620	MISCELLANEOUS SERVICES	1,458.15	2,500.00	13,437.13	3,500.00	384%
10-43-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	.00	
Total ADMINISTRATIVE:		322,136.20	525,383.00	333,875.38	540,984.00	62%

MUNICIPAL BUILDINGS

10-45-110	SALARIES AND WAGES	8,444.66	17,000.00	4,851.36	24,000.00	20%
10-45-111	PERFORMANCE BONUS	600.00	600.00	250.00	250.00	100%
10-45-130	EMPLOYEE BENEFITS	.00	500.00	.00	200.00	
10-45-131	EMPLOYER TAXES	339.31	1,200.00	395.57	800.00	49%
10-45-132	INSUR BENEFITS	4,945.00	5,500.00	.00	5,000.00	
10-45-133	URS CONTRIBUTIONS	1,651.75	3,000.00	261.86	3,000.00	9%
10-45-255	VEHICLE SUPPLIES & MAINTENANCE	.00	.00	58.23	.00	
10-45-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	2,570.16	4,000.00	2,132.79	4,000.00	53%
10-45-265	TOM MOORE BLDG/MNTNCE	.00	.00	.00	.00	
10-45-270	UTILITIES	2,780.15	4,450.00	2,921.30	4,450.00	66%
10-45-510	INSURANCE AND SURETY BONDS	1,827.64	2,500.00	1,083.76	2,500.00	43%
10-45-610	MISCELLANEOUS SUPPLIES	.00	500.00	.00	500.00	
10-45-740	CAPITAL OUTLAY-EQUIPMENT	9,081.33	19,000.00	.00	.00	

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Total MUNICIPAL BUILDINGS:		32,240.00	58,250.00	11,954.87	44,700.00	27%
NON-DEPARTMENTAL						
10-50-330	TOWN EVENTS	.00	3,000.00	.00	2,000.00	
10-50-340	CENTRAL WASATCH COMM / CWC	15,000.00	15,000.00	15,000.00	15,000.00	100%
10-50-350	SLC COMM RENEWABLE ENERGY PR	218.93	450.00	.00	219.00	
10-50-610	MISCELLANEOUS SUPPLIES	.00	1,200.00	.00	1,200.00	
10-50-620	AUDIT	10,000.00	10,000.00	10,000.00	11,000.00	91%
10-50-640	MISC SERVICES	.00	1,000.00	10.00	1,000.00	1%
10-50-650	INSURANCE CLAIMS	.00	.00	.00	.00	
10-50-910	REFUNDABLE SALES TAX PAID	.00	.00	.00	.00	
Total NON-DEPARTMENTAL:		25,218.93	30,650.00	25,010.00	30,419.00	82%
TRANSPORTATION						
10-51-325	PROF & TECH SERVICES - LEGAL	21,598.88	23,000.00	2,011.55	10,000.00	20%
10-51-630	WFRC MATCHING GRANT FUNDS	.00	.00	.00	.00	
10-51-631	TRAILHEAD PROJECTS	.00	.00	.00	10,000.00	
10-51-635	MEDIAN	23.00	2,200.00	.00	1,000.00	
10-51-636	EXPANDED UTA BUS SERVICE	.00	.00	55,000.00	55,000.00	100%
10-51-637	FLAGSTAFF LOT IMPROVEMENTS	.00	100.00	.00	.00	
10-51-638	TRAFFIC MANAGEMENT	.00	3,000.00	21.87	3,000.00	1%
10-51-640	MISCELLANEOUS	.00	.00	.00	.00	
10-51-645	ALTA RESORT SHUTTLE	6,000.00	6,000.00	9,000.00	9,000.00	100%
10-51-700	PARKING PERMITS	2,560.58	2,750.00	9,457.24	2,000.00	-473%
10-51-810	METERING TOA SHARE	.00	.00	.00	.00	
Total TRANSPORTATION:		30,182.46	37,050.00	56,576.18	90,000.00	63%
PLANNING AND ZONING						
10-53-120	COMMISSION REMUNERATION	975.00	2,000.00	.00	4,500.00	
10-53-220	PUBLIC NOTICES	.00	250.00	.00	250.00	
10-53-230	TRAVEL	22.46	1,000.00	.00	1,000.00	
10-53-240	OFFICE SUPPLIES AND EXPENSE	.00	150.00	.00	150.00	
10-53-310	PROFESSIONAL & TECHNICAL	2,000.00	5,000.00	1,500.00	5,000.00	30%
10-53-315	PROF & TECH SERVICES - LAWSUIT	.00	.00	.00	.00	
10-53-325	PROF & TECH SERVICES - LEGAL	4,115.00	15,000.00	3,270.65	18,000.00	18%
10-53-330	EDUCATION AND TRAINING	20.00	400.00	.00	400.00	
10-53-510	INSURANCE & SURETY BONDS	3,564.59	3,800.00	3,564.59	3,800.00	94%
10-53-610	MISCELLANEOUS SUPPLIES	6.52	300.00	.00	300.00	
10-53-620	MISCELLANEOUS SERVICES	.00	300.00	62.77	300.00	21%
Total PLANNING AND ZONING:		10,703.57	28,200.00	8,398.01	33,700.00	25%
POLICE DEPARTMENT						
10-54-110	SALARIES AND WAGES	320,490.04	581,800.00	376,610.59	690,897.00	55%
10-54-111	PERFORMANCE BONUS	14,250.00	14,850.00	11,970.00	11,970.00	100%
10-54-130	EMPLOYEE BENEFITS	4,503.48	9,719.00	5,167.59	9,719.00	53%
10-54-131	EMPLOYER TAXES	26,206.12	43,614.00	30,527.95	52,853.00	58%
10-54-132	INSUR BENEFITS	85,657.87	146,986.00	69,368.96	140,000.00	50%
10-54-133	URS CONTRIBUTIONS	49,323.05	84,842.00	61,759.87	113,846.00	54%
10-54-140	TERMINATION BENEFITS	.00	.00	.00	.00	
10-54-210	BOOKS/SUBSCRIP/MEMBERSHIPS	3,960.50	12,500.00	215.00	1,000.00	22%
10-54-230	TRAVEL	.00	500.00	623.48	500.00	125%
10-54-240	OFFICE SUPPLIES AND EXPENSE	482.62	2,500.00	406.01	2,000.00	20%

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
10-54-245	IT SUPPLIES AND MAINT	8,910.13	14,000.00	8,725.27	12,000.00	79%
10-54-250	EQUIP/SUPPLIES & MNTNCE	2,289.10	2,775.00	2,249.95	2,400.00	94%
10-54-255	VEHICLE SUPPLIES & MAINTENANCE	8,762.67	14,450.00	13,735.78	25,000.00	55%
10-54-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	10,278.59	18,800.00	14,079.47	15,000.00	94%
10-54-265	VEHICLE LEASE PAYMENTS	.00	.00	.00	.00	
10-54-270	UTILITIES	4,542.69	7,500.00	4,532.97	7,500.00	60%
10-54-280	TELEPHONE	4,103.40	7,500.00	6,586.30	7,500.00	89%
10-54-310	PROFESS/TECHNICAL SERVICES	.00	500.00	.00	2,000.00	
10-54-325	PROF & TECH SERVICES - LEGAL	4,210.44	10,000.00	3,516.66	10,000.00	35%
10-54-330	EDUCATION AND TRAINING	475.00	5,000.00	4,059.93	9,500.00	43%
10-54-470	UNIFORMS	2,282.99	4,000.00	1,440.00	3,500.00	41%
10-54-480	SPECIAL DEPARTMENT SUPPLIES	4,277.55	5,500.00	204.89	10,000.00	2%
10-54-500	INSURANCE DEDUCTIBLE EXPENSE	.00	500.00	.00	500.00	
10-54-510	INSURANCE AND SURETY BONDS	12,493.33	14,000.00	12,136.34	14,000.00	87%
10-54-515	WORKERS COMPENSATION INS	2,575.16	4,250.00	2,682.85	4,250.00	69%
10-54-610	MISCELLANEOUS SUPPLIES	60.67	2,500.00	278.40	2,500.00	11%
10-54-620	MISCELLANEOUS SERVICES	1,344.72	4,500.00	2,326.28	4,500.00	52%
10-54-740	CAPITAL OUTLAY - EQUIPMENT	48,808.31	92,000.00	7,127.20	20,000.00	36%
10-54-810	METERING	.00	.00	8,100.00	.00	
10-54-820	4x4 ENFORCEMENT	.00	.00	.00	1,000.00	
Total POLICE DEPARTMENT:		620,288.43	1,105,086.00	648,431.74	1,173,935.00	55%
ECONOMIC DEVELOPMENT						
10-55-230	TRAVEL	.00	.00	.00	.00	
10-55-310	ACVB CONTRIBUTION	21,000.00	29,000.00	.00	31,500.00	
10-55-480	ACVB Matching Grant Funds	.00	.00	.00	.00	
Total ECONOMIC DEVELOPMENT:		21,000.00	29,000.00	.00	31,500.00	
POST OFFICE						
10-56-110	SALARIES AND WAGES	15,629.25	25,607.00	17,442.91	26,245.00	66%
10-56-111	PERFORMANCE BONUS	850.00	850.00	700.00	700.00	100%
10-56-130	EMPLOYEE BENEFITS	222.90	300.00	120.00	300.00	40%
10-56-131	EMPLOYER TAXES	1,212.61	2,397.00	1,386.75	2,300.00	60%
10-56-210	BOOKS/SUBSCRIP/MEMBERSHIPS	.00	.00	.00	.00	
10-56-230	TRAVEL	.00	100.00	.00	100.00	
10-56-240	OFFICE SUPPLIES & EXPENSE	408.94	600.00	224.22	300.00	75%
10-56-250	EQUIP/SUPPLIES AND MNTNCE	744.52	1,200.00	720.91	1,000.00	72%
10-56-260	BLDGS/GOUNDS-SUPPLIES/MNTNCE	616.63	1,000.00	2,046.51	1,200.00	171%
10-56-270	UTILITIES	1,247.02	2,000.00	1,333.24	2,000.00	67%
10-56-280	TELEPHONE	958.83	1,400.00	1,130.36	1,400.00	81%
10-56-440	BANK CHARGES - Alta CPO Acct	.00	.00	.00	.00	
10-56-480	SPECIAL DEPARTMENT SUPPLIES	25.64	100.00	4.98	100.00	5%
10-56-510	INSURANCE & SURETY BONDS	565.62	675.00	593.71	606.00	98%
10-56-515	WORKERS COMPENSATION INS	238.48	400.00	247.17	400.00	67%
10-56-620	MISCELLANEOUS SERVICES	.00	200.00	41.94	200.00	21%
10-56-630	OVERAGE & SHORT	.00	.00	.00	.00	
10-56-635	POST OFFICE INVENTORY	555.58	.00	674.71-	.00	
10-56-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	.00	
Total POST OFFICE:		23,276.02	36,829.00	25,317.99	36,851.00	69%
FIRE PROTECTION						
10-57-310	PROFESS/TECHNICAL SERVICES	.00	.00	.00	.00	

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Total FIRE PROTECTION:		.00	.00	.00	.00	
BUILDING INSPECTION						
10-58-110	SALARIES AND WAGES	.00	.00	.00	.00	
10-58-120	PLAN CHECKS	465.00	8,500.00	1,710.00	3,500.00	49%
10-58-130	EMPLOYEE BENEFITS	.00	.00	.00	.00	
10-58-210	BOOKS, SUBSCRIPTIONS & MEMBER	.00	.00	.00	.00	
10-58-230	TRAVEL	.00	.00	.00	.00	
10-58-280	TELEPHONE	.00	.00	.00	.00	
10-58-310	PROFESS/TECHNICAL INSPECTIONS	10,616.10	15,500.00	6,825.58	10,000.00	68%
10-58-325	PROF SERVICES - LEGAL	.00	500.00	420.00	500.00	84%
10-58-330	EDUCATION AND TRAINING	.00	.00	.00	.00	
10-58-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
10-58-481	BUILDING PERMIT - SURCHARGES	.00	300.00	470.82	300.00	157%
10-58-510	INSURANCE & SURETY BONDS	631.13	1,000.00	631.13	800.00	79%
Total BUILDING INSPECTION:		11,712.23	25,800.00	10,057.53	15,100.00	67%
STREETS - C ROADS						
10-60-110	SALARIES AND WAGES	.00	.00	.00	.00	
10-60-130	EMPLOYEE BENEFITS	.00	.00	.00	.00	
10-60-250	EQUIP/SUPPLIES/MNTNCE	.00	.00	.00	.00	
10-60-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	.00	4,000.00	.00	4,000.00	
10-60-265	FLAGSTAFF LOT PAVING	.00	32,000.00	.00	.00	
10-60-310	PROFESS/TECHNICAL SERVICES	.00	12,000.00	.00	12,000.00	
10-60-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
Total STREETS - C ROADS:		.00	48,000.00	.00	16,000.00	
RECYCLING						
10-62-210	BOOKS/SUBSCRIP/MEMBERSHIPS	.00	.00	.00	.00	
10-62-230	TRAVEL	.00	.00	.00	.00	
10-62-250	EQUIP/SUPPLIES/MNTNCE	.00	.00	.00	.00	
10-62-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	496.23	1,500.00	814.20	1,500.00	54%
10-62-310	CONTRACT SERVICES cardboard	10,630.00	20,000.00	11,115.33	20,000.00	56%
10-62-315	CONTRACT SERVICES GLASS ONLY	.00	.00	.00	.00	
10-62-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
10-62-610	MISCELLANEOUS SUPPLIES	.00	300.00	.00	300.00	
Total RECYCLING:		11,126.23	21,800.00	11,929.53	21,800.00	55%
HOMELAND SECURITY GRANT						
10-65-110	SALARIES AND WAGES	.00	.00	.00	.00	
10-65-130	EMPLOYEE BENEFITS	.00	.00	.00	.00	
10-65-210	BOOKS, SUBSCRIPT & MEMBERSHIP	.00	.00	.00	.00	
10-65-250	EQUIP/SUPPLIES/MNTNCE	.00	1,338.74	.00	.00	
10-65-255	VEHICLE SUPPLIES & MAINTENANCE	.00	.00	.00	.00	
10-65-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	.00	.00	.00	.00	
10-65-310	PROFESSIONAL & TECHNICAL	.00	.00	.00	.00	
10-65-330	EDUCATION AND TRAINING	.00	.00	.00	.00	
10-65-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
10-65-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	.00	
Total HOMELAND SECURITY GRANT:		.00	1,338.74	.00	.00	

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
GIS						
10-66-110	SALARIES AND WAGES	.00	2,000.00	.00	2,000.00	
10-66-111	PERFORMANCE BONUS	.00	1.00	.00	.00	
10-66-130	EMPLOYEE BENEFITS	.00	.00	.00	130.00	
10-66-131	EMPLOYER TAXES	.00	1.00	.00	153.00	
10-66-240	OFFICE SUPPLIES AND EXPENSE	.00	1,500.00	.00	1,500.00	
10-66-250	EQUIPMENT/SUPPLIES & MNTNCE	.00	.00	.00	.00	
10-66-310	PROFESS/TECHNICAL SERVICES	.00	.00	.00	.00	
10-66-330	EDUCATION AND TRAINING	.00	.00	.00	.00	
10-66-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
10-66-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	.00	
Total GIS:		.00	3,502.00	.00	3,783.00	
SUMMER PROGRAM						
10-70-110	SALARIES AND WAGES	456.27	4,500.00	742.75	4,500.00	17%
10-70-111	PERFORMANCE BONUS	125.00	150.00	150.00	150.00	100%
10-70-130	EMPLOYEE BENEFITS	50.00	70.00	40.00	60.00	67%
10-70-131	EMPLOYER TAXES	57.39	400.00	63.16	400.00	16%
10-70-250	EQUIP-SUPPLIES/MNTNCE	2,425.98	3,000.00	5,029.62	3,000.00	168%
10-70-255	VEHICLE SUPPLIES & MAINTENANCE	443.41	1,000.00	498.24	1,000.00	50%
10-70-260	BLDGS/GROUNDS-STORAGE UNIT	3,372.00	3,372.00	.00	3,372.00	
10-70-265	VEHICLE LEASE PAYMENTS	.00	.00	.00	.00	
10-70-310	PROFESSIONAL & TECHNICAL	.00	.00	.00	.00	
10-70-320	USFS RANGER	.00	8,000.00	.00	12,000.00	
10-70-470	TRAILS	.00	33,000.00	.00	23,000.00	
10-70-480	SPECIAL DEPARTMENT SUPPLIES	.00	100.00	.00	100.00	
10-70-510	INSURANCE AND SURETY BONDS	216.67	481.00	394.52	400.00	99%
10-70-515	WORKERS COMPENSATION INS	.00	700.00	.00	400.00	
10-70-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	20,000.00	
Total SUMMER PROGRAM:		7,146.72	54,773.00	6,918.29	68,382.00	10%
IMPACT						
10-72-110	SALARIES AND WAGES	507.60	510.00	.00	.00	
10-72-130	EMPLOYEE BENEFITS	.00	.00	.00	.00	
10-72-250	EQUIP-SUPPLIES/MNTNCE	.00	.00	.00	.00	
10-72-280	TELEPHONE	.00	.00	.00	.00	
10-72-310	PROFESS/TECHNICAL SERVICES	10,000.00	10,000.00	.00	.00	
10-72-325	PROF & TECH SERVICES - LEGAL	.00	.00	.00	.00	
10-72-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
10-72-620	MISCELLANEOUS SERVICES	.00	400.00	.00	.00	
10-72-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	.00	
Total IMPACT:		10,507.60	10,910.00	.00	.00	
LIBRARY - COMMUNITY CENTER						
10-75-110	SALARIES AND WAGES	.00	.00	.00	.00	
10-75-130	EMPLOYEE BENEFITS	.00	.00	.00	.00	
10-75-250	EQUIP-SUPPLIES/MNTNCE	.00	500.00	.00	500.00	
10-75-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	1,557.82	6,500.00	389.42	7,000.00	6%
10-75-270	UTILITIES	1,576.45	2,700.00	1,711.86	2,400.00	71%
10-75-280	TELEPHONE	.00	.00	.00	.00	
10-75-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
10-75-510	INSURANCE & SURETY BONDS	565.61	650.00	1,426.79	650.00	220%
10-75-620	MISCELLANEOUS SERVICES	.00	100.00	.00	100.00	

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
10-75-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	15,000.00	
Total LIBRARY - COMMUNITY CENTER:		3,699.88	10,450.00	3,528.07	25,650.00	14%
COMMUNITY DEVELOPMENT						
10-78-110	SALARIES AND WAGES	.00	.00	.00	.00	
10-78-130	EMPLOYEE BENEFITS	.00	.00	.00	.00	
10-78-250	EQUIP-SUPPLIES/MNTNCE	.00	.00	.00	.00	
10-78-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	.00	.00	.00	.00	
10-78-310	PROGRESS/TECHNICAL SERVICES	.00	.00	.00	.00	
10-78-620	MISCELLANEOUS SERVICES	.00	.00	.00	.00	
10-78-740	CAPITAL OUTLAY - EQUIPMENT	.00	.00	.00	.00	
Total COMMUNITY DEVELOPMENT:		.00	.00	.00	.00	
TRANSFERS						
10-90-510	TRANSFER TO WATER FUND	.00	44,855.00	.00	.00	
10-90-520	TRANSFER TO SEWER FUND	.00	.00	.00	.00	
10-90-530	TRANSFER TO DEBT SERVICE	.00	.00	.00	.00	
10-90-540	TRANS TO GENERAL FUND RESERVE	.00	.00	.00	.00	
10-90-550	TRANS TO CAPITAL PROJECT FUND	.00	405,268.72	.00	25,000.00	
10-90-560	TRANS TO POST EMPLOYMENT FUND	.00	15,000.00	.00	.00	
Total TRANSFERS:		.00	465,123.72	.00	25,000.00	
GENERAL FUND Revenue Total:		1,187,428.60	2,500,471.56	1,293,972.23	2,216,405.00	58%
GENERAL FUND Expenditure Total:		1,163,832.42	2,545,326.56	1,170,253.69	2,216,405.00	53%
Net Total GENERAL FUND:		23,596.18	44,855.00-	123,718.54	.00	

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
CAPITAL PROJECT FUND						
INTERGOVERNMENTAL REVENUE						
45-33-400	STATE GRANT	.00	.00	.00	.00	
	Total INTERGOVERNMENTAL REVENUE:	.00	.00	.00	.00	.00
MISCELLANEOUS REVENUE						
45-36-100	INTEREST	1,416.28	2,000.00	7,202.58	5,500.00	131%
	Total MISCELLANEOUS REVENUE:	1,416.28	2,000.00	7,202.58	5,500.00	131%
CONTRIBUTIONS AND TRANSFERS						
45-39-100	TRANSFER FROM GENERAL FUND	.00	405,268.72	.00	.00	
45-39-250	USE OF RESERVED FUNDS	.00	78,402.11	.00	119,832.00	
	Total CONTRIBUTIONS AND TRANSFERS:	.00	483,670.83	.00	119,832.00	.00
EXPENDITURE						
45-45-740	MUNICIPAL BUILDINGS	.00	.00	6,332.00	6,332.00	100%
	Total EXPENDITURE:	.00	.00	6,332.00	6,332.00	100%
EXPENDITURE						
45-54-741	POLICE DEPT BUILDINGS	.00	.00	.00	20,000.00	
45-54-742	POLICE DEPT VEHICLES	.00	.00	.00	.00	
45-54-743	POLICE DEPT EQUIPMENT	.00	.00	.00	56,000.00	
	Total EXPENDITURE:	.00	.00	.00	76,000.00	
EXPENDITURE						
45-70-740	SUMMER PROGRAM	.00	.00	.00	5,000.00	
	Total EXPENDITURE:	.00	.00	.00	5,000.00	
EXPENDITURE						
45-75-740	LIBRARY - COMMUNITY CENTER	.00	.00	9,031.59	38,000.00	24%
	Total EXPENDITURE:	.00	.00	9,031.59	38,000.00	24%
Department: 90						
45-90-200	CONTRIB TO FUND BALANCE	.00	407,268.72	.00	.00	
45-90-540	TRANS TO GENERAL FUND RESERVE	.00	78,402.11	.00	.00	
	Total Department: 90:	.00	485,670.83	.00	.00	
	CAPITAL PROJECT FUND Revenue Total:	1,416.28	485,670.83	7,202.58	125,332.00	6%
	CAPITAL PROJECT FUND Expenditure Total:	.00	485,670.83	15,363.59	125,332.00	12%
	Net Total CAPITAL PROJECT FUND:	1,416.28	.00	8,161.01-	.00	

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
WATER FUND						
CHARGES FOR SERVICES						
51-34-100	WATER SALES	107,519.11	222,564.74	184,985.36	255,331.00	72%
51-34-101	WATER SALES - OVERAGE	12,076.48	23,326.00	17,488.02	12,076.00	145%
51-34-102	WATER SALES - OTHER	420.00	14,011.00	14,990.47	10,000.00	150%
51-34-200	CONNECTION FEES	.00	.00	.00	.00	
Total CHARGES FOR SERVICES:		120,015.59	259,901.74	217,463.85	277,407.00	78%
MISCELLANEOUS REVENUE						
51-36-100	INTEREST EARNINGS	709.52	1,100.00	5,279.46	5,000.00	106%
51-36-200	BOND PROCEEDS	.00	.00	.00	.00	
51-36-800	DONATIONS	.00	.00	.00	.00	
51-36-810	IMPACT FEES	.00	.00	.00	.00	
51-36-900	MISCELLANEOUS	.00	.00	.00	.00	
Total MISCELLANEOUS REVENUE:		709.52	1,100.00	5,279.46	5,000.00	106%
Source: 38						
51-38-800	DONATIONS	.00	.00	.00	.00	
51-38-810	IMPACT FEES	.00	.00	.00	.00	
51-38-820	AMERICAN RECOVERY ACT	.00	44,855.00	.00	.00	
51-38-900	MISCELLANEOUS	.00	.00	.00	.00	
Total Source: 38:		.00	44,855.00	.00	.00	.00
CONTRIBUTIONS AND TRANSFERS						
51-39-100	CONTRIBUTIONS - GENERAL FUND	.00	.00	.00	.00	
51-39-200	USE OF WATER RESERVE/PTIF BAL	.00	1,715.00	.00	564,742.00	
51-39-300	OTHER FINANCING SOURCES	1,714.62	1,715.00	.00	10,000.00	
Total CONTRIBUTIONS AND TRANSFERS:		1,714.62	3,430.00	.00	574,742.00	.00
EXPENDITURES						
51-40-110	SALARIES AND WAGES	5,788.19	6,635.87	1,520.70	6,515.00	23%
51-40-111	PERFORMANCE BONUS	212.50	212.50	100.00	100.00	100%
51-40-130	EMPLOYEE BENEFITS	.00	.00	.00	1,500.00	
51-40-131	EMPLOYER TAXES	42.58	150.00	130.84	600.00	22%
51-40-210	BOOKS/SUBSCRIP/MEMBERSHIPS	.00	600.00	675.04	600.00	113%
51-40-230	TRAVEL	181.44	181.00	.00	200.00	
51-40-240	OFFICE SUPPLIES AND EXPENSE	.00	100.00	.00	100.00	
51-40-245	IT/ACCTG SOFTWARE SUPPORT	623.00	4,000.00	1,333.28	4,000.00	36%
51-40-250	EQUIP-SUPPLIES/MNTNCE	4,626.38	4,750.00	56.79	6,000.00	1%
51-40-255	VEHCILES-SUPPLIES/MNTNCE	.00	500.00	.00	500.00	
51-40-260	BLDGS/GROUNDS-SUPPLIES/MNTNC	345.58	2,800.00	1,547.01	2,800.00	55%
51-40-265	VEHICLE LEASE PAYMENTS	.00	.00	.00	.00	
51-40-270	UTILITIES	10,792.21	17,000.00	8,568.82	17,000.00	50%
51-40-280	TELEPHONE	1,623.07	2,500.00	1,682.22	2,200.00	76%
51-40-305	WATER COSTS	4,710.61	7,500.00	3,939.25	7,500.00	53%
51-40-310	PROFESS/TECHNICAL SERVICES	17,530.00	33,600.00	19,990.00	39,000.00	51%
51-40-315	OTHER SERVICES/WATER PROJECTS	34,112.50	34,112.00	.00	.00	
51-40-320	ENGINEERING/WATER PROJECTS	.00	15,000.00	10,343.50	15,000.00	69%
51-40-325	PROF & TECH SERVICES - LEGAL	150.00	2,900.00	2,218.39	3,000.00	74%
51-40-330	EDUCATION AND TRAINING	675.00	675.00	.00	650.00	
51-40-475	SUPPLIES/WATER PROJECTS	.00	.00	786.39	.00	

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
51-40-480	SPECIAL DEPARTMENT SUPPLIES	.00	200.00	.00	500.00	
51-40-490	WATER TESTS	2,489.00	5,500.00	6,035.00	5,500.00	110%
51-40-495	WATER TREATMENT SUPPLIES	20,177.16	40,000.00	349.00	22,192.00	2%
51-40-510	INSURANCE AND SURETY BONDS	4,864.88	5,000.00	4,969.83	5,250.00	95%
51-40-515	WORKERS COMPENSATION INS	429.22	600.00	453.87	600.00	82%
51-40-610	MISCELLANEOUS SUPPLIES	.00	200.00	225.63	200.00	113%
51-40-620	MISCELLANEOUS SERVICES	275.24	1,600.00	1,512.84	4,200.00	36%
51-40-630	BAD DEBT EXPENSE	.00	.00	.00	.00	
51-40-650	DEPRECIATION	.00	58,000.00	.00	58,000.00	
51-40-740	CAPITAL OUTLAY	8,600.50	9,000.00	52,664.00	553,442.00	10%
51-40-810	DEBT SERVICE - PRINCIPAL	.00	.00	.00	.00	
51-40-820	DEBT SERVICE - INTEREST	.00	.00	.00	.00	
51-40-830	INFRASTRUCTURE REPLACEMENT	15,765.00	55,970.37	409.41	100,000.00	
51-40-999	LOSS ON DISPOSAL OF CAP ASSETS	.00	.00	.00	.00	
Total EXPENDITURES:		134,014.06	309,286.74	119,511.81	857,149.00	14%
WATER FUND Revenue Total:		122,439.73	309,286.74	222,743.31	857,149.00	26%
WATER FUND Expenditure Total:		134,014.06	309,286.74	119,511.81	857,149.00	14%
Net Total WATER FUND:		11,574.33-	.00	103,231.50	.00	

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Account Number	Account Title	2021-22 Prior year YTD Actual	2021-22 Prior year Budget	2022-23 Current year YTD Actual	2022-23 Current year Budget	2022-23 Current Year Percent Used
SEWER FUND						
CHARGES FOR SERVICES						
52-34-100	SEWER SERVICES	61,762.92	144,431.00	103,436.85	144,431.00	72%
52-34-200	CONNECTION FEES	.00	.00	.00	.00	
Total CHARGES FOR SERVICES:		61,762.92	144,431.00	103,436.85	144,431.00	72%
MISCELLANEOUS REVENUE						
52-36-100	INTEREST EARNINGS	996.88	1,515.00	6,965.83	3,827.00	182%
Total MISCELLANEOUS REVENUE:		996.88	1,515.00	6,965.83	3,827.00	182%
Source: 38						
52-38-800	AMERICAN RECOVERY ACT	.00	.00	.00	.00	
52-38-900	MISCELLANEOUS	.00	.00	.00	.00	
Total Source: 38:		.00	.00	.00	.00	.00
CONTRIBUTIONS AND TRANSFERS						
52-39-100	CONTRIBUTIONS - GENERAL FUND	.00	.00	.00	.00	
52-39-200	USE OF SEWER RESERVE/PTIF	.00	.00	.00	.00	
52-39-300	OTHER FINANCING SOURCES	.00	.00	.00	.00	
Total CONTRIBUTIONS AND TRANSFERS:		.00	.00	.00	.00	.00
EXPENDITURES						
52-40-110	SALARIES AND WAGES	4,758.23	6,218.81	1,477.06	7,175.00	21%
52-40-111	PERFORMANCE BONUS	212.50	212.50	100.00	100.00	100%
52-40-130	EMPLOYEE BENEFITS	70.00	225.82	60.00	120.00	50%
52-40-131	EMPLOYER TAXES	302.49	471.00	127.39	550.00	23%
52-40-240	OFFICE SUPPLIES AND EXPENSE	.00	100.00	.00	100.00	
52-40-245	IT/ACCTG SOFTWARE SUPPORT	712.00	2,000.00	1,333.36	4,000.00	36%
52-40-250	EQUIP-SUPPLIES/MNTNCE	.00	200.00	.00	200.00	
52-40-265	VEHICLE LEASE PAYMENTS	.00	.00	.00	.00	
52-40-305	DISPOSAL COSTS	26,683.33	90,000.00	39,730.15	105,750.00	38%
52-40-310	PROFESS/TECHNICAL SERVICES	1,017.50	1,020.00	.00	2,000.00	
52-40-325	PROF & TECH SERVICES - LEGAL	659.84	1,000.00	.00	1,000.00	
52-40-480	SPECIAL DEPARTMENT SUPPLIES	.00	.00	.00	.00	
52-40-510	INSURANCE AND SURETY BONDS	3,281.85	4,000.00	3,281.85	4,000.00	82%
52-40-515	WORKERS COMPENSATION INS	238.39	400.00	247.20	400.00	67%
52-40-610	MISCELLANEOUS SUPPLIES	.00	300.00	.00	300.00	
52-40-620	MISCELLANEOUS SERVICES	1,591.66	2,300.00	5,256.75	2,000.00	263%
52-40-630	BAD DEBT EXPENSE	.00	.00	.00	.00	
52-40-650	DEPRECIATION	.00	20,563.00	.00	20,563.00	
52-40-740	CAPITAL OUTLAY	.00	.00	.00	.00	
52-40-810	DEBT SERVICE - PRINCIPAL	.00	.00	.00	.00	
52-40-820	DEBT SERVICE - INTEREST	.00	.00	.00	.00	
52-40-830	INFRASTRUCTURE REPLACEMENT	.00	16,934.87	.00	.00	
52-40-910	TRANSFERS TO OTHER FUNDS	.00	.00	.00	.00	
52-40-999	LOSS ON DISPOSAL OF CAP ASSETS	.00	.00	.00	.00	
Total EXPENDITURES:		39,527.79	145,946.00	51,613.76	148,258.00	35%
SEWER FUND Revenue Total:		62,759.80	145,946.00	110,402.68	148,258.00	74%
SEWER FUND Expenditure Total:		39,527.79	145,946.00	51,613.76	148,258.00	35%

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	Net Total SEWER FUND:	23,232.01	.00	58,788.92	.00	
	Net Grand Totals:	36,670.14	44,855.00-	277,577.95	.00	

Report Criteria:

Exclude Funds: 30
 Print Fund Titles
 Page and Total by Fund
 Include Accounts: None
 Print Source Titles
 Total by Source
 Print Department Titles
 Total by Department
 All Segments Tested for Total Breaks
 Account Termination date = {IS NULL}

TOWN OF ALTA

RESOLUTION 2023-R-2

A RESOLUTION APPOINTING MEMBERS OF THE TOWN OF ALTA PLANNING COMMISSION TO ENSURE THE STAGGERED EXPIRATION OF TERMS

WHEREAS, Town of Alta (“Town”) code 10-4 *et seq.* requires the Mayor, with the advice and consent of the Town Council, to appoint members to the Town of Alta Planning Commission (“Commission”); and

WHEREAS, Ordinance 2022-O-7 changed the expiration of Commission Members’ terms to expire on March 1st of each respective year; and

WHEREAS, the terms of John Nepstad, Jeff Niermeyer, and Rob Voyer all expired on March 1, 2023; and

WHEREAS, Town code 10-4-2 allows the Mayor to “appoint members for a term shorter than five (5) years to ensure the staggered expiration of terms.”

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF ALTA, UTAH that the following individuals are hereby appointed as members of the Town of Alta Planning Commission with terms as follows:

- Jeff Niermeyer for a five year term.
- Jon Nepstad for a four year term.
- Rob Voyer for a two year term.

This Resolution shall take effect immediately

APPROVED by the Town of Alta Town Council, Utah, this 8th day of March, 2023.

TOWN OF ALTA

Roger Bourke, Mayor

ATTEST:

Jen Clancy, Town Clerk

Town of Alta

ORDINANCE NO. 2023-O-1

AN ORDINANCE AMENDING TITLE 5 “PUBLIC SAFETY,” CHAPTER 2 “ANIMAL CONTROL,” SECTION 3 “DOG LICENSING” TO REMOVE LANGUAGE REFERENCING SALT LAKE COUNTY WATERSHED TAGS.

WHEREAS, the Town of Alta has an interest in promoting public health, safety, and welfare;

WHEREAS, any dog found within the boundaries of the Town must be licensed by the Town;

WHEREAS, the Town upholds all Salt Lake Valley health department and Salt Lake County watershed rules and regulations;

WHEREAS, Salt Lake County no longer issues watershed tags to dogs permitted in watershed areas;

WHEREAS, the proposed amendments are in the best interest of the residents of the Town of Alta;

NOW, THEREFORE, BE IT ORDAINED by the Alta Town Council that:

Section 1. Amendment. Section 5-2-3 of the Alta Code of Ordinances is hereby amended as set forth in Exhibit A.

Section 2. Effective Date. This ordinance shall go into effect upon publication.

PASSED AND APPROVED this 8th Day of March, 2023.

TOWN OF ALTA

By: _____
Roger Bourke, Mayor

ATTEST:

Jen Clancy, Town Clerk

EXHIBIT A (Redline version)

5-2-3: DOG LICENSING:

A. License Required; Renewal: Any dog found within the boundaries of the Town must be licensed by the Town. It shall be unlawful for any person to bring a dog within the boundaries of the Town, whether in a motor vehicle or otherwise, which is not licensed by the Town. All dog owners which receive dog licenses from the Town must renew said licenses annually, except as otherwise provided.

B. Term; Renewal Time Limit: Licenses shall be issued in January and shall be valid through December of each calendar year. If the holder of a dog license wishes to renew a license, he or she shall obtain an application for license renewal from the Town which shall be submitted with the appropriate fee before January 31 of each year. If the application is found to be in order, the license shall be issued. For good cause shown, the Town may accept an application after January 31; however, the fee shall be two hundred percent (200%) of the current licensing fee. In no event shall a license application be accepted after the last day of February in any calendar year. A dog license which is not renewed by the last day of February shall be forfeited.

C. Number; Classification: Due to the location of the Town within a watershed area, the Town Council shall impose limits on the total number of Class A, B, C, and D dog licenses issued by resolution. The number of licenses shall be reviewed annually and may be increased or decreased upon a finding by the Town Council in regard to licensee compliance and consideration of the watershed. However, in no event shall the number of dog licenses in Class A, B, C, and D collectively exceed ninety-four (94) licenses.

1. Classifications: There shall be classes of dog licenses as follows:

a. Class A Licenses: Any full time resident qualifies. For purposes of this license class, a full time resident is one who physically has lived within the Town at least six (6) months (consecutively or cumulatively) during each calendar year and, who is registered to vote in the Town.

b. Class B Licenses: Those who have ownership interests in improved residential or commercial property and live part time in the Town.

c. Class C Licenses: Employees of businesses within the Town who have worked in the Town for a period of at least three (3) consecutive winter or summer seasons and who have demonstrated knowledge of the Town's animal control ordinances are eligible for this license. Said license shall allow the employee to bring the licensed dog to the place of employment on condition that the dog returns home with its owner at the end of the employee's shift. The applicant for this license shall show, in addition to other license requirements, written proof that the owner of the business at which the employee works allows the presence of the dog and has a suitable location for it.

d. Class D Licenses: The Mayor shall have the authority to issue a temporary dog license for demonstrated necessity or extraordinary hardship. Any license issued under this authority

shall be reported at the next regularly scheduled Town Council meeting. Any dog licensed under this class must apply for and receive a temporary license, and pay a fee set by resolution.

e. Class E Licenses: The Mayor or his/her designee shall have the authority to issue temporary licenses to rescue dogs or other groups of dogs requiring specialized training.

2. Allocation; Drawing: The Town Council may allocate new and forfeited licenses to one or more of the above classes. If more applicants than licenses exist for any class, a random drawing shall be held to determine license recipients. If licenses are issued after January of any given year, the licensee shall be required to pay the full license fee for the year. The aforementioned actions and rules governing said actions shall be established through resolutions passed by the Town Council.

D. Form Of Application; Rabies Certificate; Fee: License applications must be submitted annually to the administrative staff, utilizing a standard form which requests owner's name and address, dog's name, sex, color and age, and rabies vaccination information. The application shall be accompanied by the prescribed license fee and by a current rabies vaccination certificate. Rabies vaccinations shall be given by a licensed veterinarian. The applicant shall also sign a written statement signifying that they shall abide by the regulations outlined in this chapter, and all Salt Lake Valley health department and Salt Lake City watershed rules and regulations.

E. Violation; Forfeiture: Any licensed dog whose owner does not fulfill the requirements of any of the above dog license classifications, shall forfeit said license ~~and watershed tag~~.

F. Fees; Proof Of Sterilization: Fees shall be assessed annually by resolution. No dog shall be licensed as spayed or neutered without proof that sterilization was performed.

G. Number Permitted: No person at any one household or business within the town shall at any time retain more than one class A, B, or C license, in any combination.

H. Unlicensed Dogs Prohibited; Exception: No unlicensed dogs are allowed in the town except those exemptions set forth in subsection K of this section. Any owner or caretaker of a dog who brings an unlicensed dog into the jurisdiction is subject to a watershed fine.

I. Planned Unit Developments; Condominium Properties: If any applicant for a dog license lives within a planned unit development or condominium property, said applicant for any of the above dog licenses must submit, with the application, written verification from the property manager of said development that the issuance of a dog license does not violate regulations governing said property.

J. License Tag:

1. Upon payment of the license fee, the administrative staff may issue to the owner a town tag ~~and a watershed tag~~. Each tag shall have stamped thereon a tag number and the current year. The owner shall attach the tags to the collar or harness of the animal and see that the collar and tags are constantly worn. Failure to attach the tags as provided shall be in violation of this subsection.

2. Dog tags are not transferable from one dog to another. No refunds shall be made on any dog license fee for any reason whatsoever. Replacements for lost or destroyed tags shall be issued upon payment of a fee as established by resolution of the town council, to the administrative staff.

3. Any person removing or causing to be removed the collar, harness or tags from any licensed dog without the consent of the owner or keeper thereof, except a licensed veterinarian or peace officer who removed such for medical or other reasons, shall be in violation of this subsection.

4. Upon the death of a licensed dog, the owner must notify the town administrative staff within ninety (90) days after the death. The owner must inform the department of the name, sex, age of the dog and the circumstances of its death. The owner shall have one hundred eighty (180) days after the death of the dog in which to obtain a new dog and license. If the owner does not obtain a new dog within one hundred eighty (180) days, the owner forfeits the town tag ~~and watershed tag~~ and must apply for future tags as outlined in this section.

K. Exemptions To Licensing:

1. The fee provisions of this section and licensing requirement shall not apply to:

a. A Service Animal as defined by the Americans with Disabilities Act (ADA) (29 CFR 35.136).

b. Dogs required for search and rescue operations or extraordinary circumstances for which the town marshal requires additional assistance for public safety as allowed by the mayor or town marshal on a temporary basis.

2. The town recognizes the need for avalanche dogs to help with public safety. Avalanche dogs licensed to Alta Ski Lift Company shall not be counted with the total number of dogs being licensed. However, they shall be licensed with the town and shall be required to follow all regulations and requirements of this chapter. The number of avalanche dogs licensed with the town shall be determined by agreement between the town and the Alta Ski Lift Company. The town further recognizes the need for training opportunities for rescue dogs or other dogs requiring specialized training. Before conducting training exercises within or entering the town, all such dogs shall first obtain a permit from the Salt Lake City department of public utilities-watershed division, and then a class E license from the town.

3. Nothing in this subsection shall be construed so as to exempt any dog from having a current rabies vaccination.

L. Revocation Of Dog License: If the owner of any dog is found to be in violation of this chapter for a third time, the town marshal or his deputies or an animal control officer, shall have the dog immediately impounded and the license shall be revoked. (Ord. 1994-O-3, 2-10-1994; amd. Ord. 1995-O-4, 11-9-1995; Ord. 1997-O-3, 4-10-1997; Ord. 1999-O-1, 4-8-1999; Ord. 1999-O-3, 6-17-1999; Ord. 2014-O-3, 3-13-2014; Ord. 2018-O-3, 8-14-2018; Ord. 2020-O-5, 10-14-2020; Ord. 2022-O-2, 3-9-2022)

TOWN OF ALTA

RESOLUTION NO. 2023-R-3

A RESOLUTION REPEALING AND REPLACING RESOLUTION 2022-R-5 AUTHORIZING THE MAXIMUM NUMBER OF ALTA DOG LICENSES TO BE ASSIGNED, SETTING LICENSE FEES, AND AUTHORIZING A DRAWING FOR NEW AND FORFEITED TOWN OF ALTA CLASS A, B, OR C DOG LICENSES, TO BE CONDUCTED IF NECESSARY

WHEREAS, the Alta Town Council has adopted an Animal Control ordinance (5-2) that allows for the licensing of dogs within Town boundaries to qualified applicants, and instructs the Council to annually review and impose limits on the number of Class A, B, C, and D licenses and that allows a drawing to be held to determine the recipients of new and forfeited licenses;

WHEREAS, the Animal Control Ordinance allows the Town Council to annually establish license fees;

WHEREAS, 32 Class A licenses, 42 Class B licenses, and 8 Class C licenses are currently utilized by eligible individuals; and

WHEREAS, 10 Class D license are made available to the public; and

WHEREAS, Alta Code 5-2-3 (C) allows for the number of dog licenses in Class A, B, C and D to not exceed ninety-four (94) licenses.

WHEREAS, the Alta Town Council acknowledges that numerous qualified individuals have contacted the Town's administrative staff seeking to apply for a dog license;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL AS FOLLOWS:

Section 1. In consideration of the watershed and licensee compliance, the Town Council finds that the limit of dog licenses in Class A shall be 33, in Class B shall be 43, in Class C shall be 8, and in Class D shall be 10.

Section 2. Fees for licenses shall be as follows: annual dog license \$125; annual license for spayed or neutered dog \$100 (no dog will be licensed as spayed or neutered without proof that sterilization was performed); Class D temporary dog license (authorization letter) issued for 14 days or less \$60; and Class D temporary dog license (authorization letter) issued for more than 14 days shall be \$125. The Mayor shall have discretion to waive fees for Class D licenses in whole or in part for cause shown as the Mayor deems reasonable.

Section 3. Undesignated Class A licenses, Class B, and Class C shall be made available to eligible individuals. Undesignated licenses include 1 Class A, and 1 Class B.

Section 4. Eligible individuals must apply to the Town of Alta between April 1 and April 28, 2023 before 12 PM noon, by submitting application materials to the Town administrative staff. Applications materials include proof that the applicant qualifies for the Class A, Class B, or Class C license per the classification requirements established in section 5-2-3: Dog Licensing of the Animal Control Ordinance.

Section 5. If the number of applicants exceeds the number of available Class A, Class B, or Class C licenses, then a drawing for each class shall be held on May 3, 2023 at 1:00 pm at the Town office, which is not a legal holiday, to determine who shall receive said licenses. The drawing will be broadcast live via Zoom and all applicants are encouraged to join.

Section 6. This Resolution shall become effective immediately upon passage.

APPROVED by the Town Council on the 8th day of March, 2023.

By:

MAYOR ROGER BOURKE

ATTEST:

JEN CLANCY, TOWN CLERK

TOWN OF ALTA

RESOLUTION No. 2023-R-4

**A RESOLUTION REPEALING AND REPLACING RESOLUTION 2022-R-18
TO UPDATE THE TOWN OF ALTA FEE SCHEDULE**

WHEREAS, the Town of Alta Town Council ("Council) met in a regular session on October 12, 2022 and adopted Resolution 2022-R-18, an amended consolidated fee schedule;

WHEREAS, Salt Lake County no longer issues watershed tags to dogs permitted in watershed areas the Town no longer needs to issue or charge for watershed tags.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL AS FOLLOWS:

Section 1. The Town of Alta Fee Schedule which was adopted by Resolution 2022-R-18 on October 12, 2022 is hereby repealed and replaced with Exhibit A attached.

Section 2. This Resolution shall become effective immediately upon passage.

APPROVED by the Town Council on the 8th day of March, 2023.

By:

MAYOR ROGER BOURKE

ATTEST:

JEN CLANCY, TOWN CLERK

Exhibit A



Town of Alta Fee Schedule

March~~October~~ 8~~12~~th, 2023~~2~~

Town of Alta Fee Schedule
Arranged Categorically

<u>Fee Category</u>	<u>Page Number</u>
TOWN CLERK	2
FINANCE SERVICES	2
COMMUNITY EVENTS	2
MARSHAL'S OFFICE	3
TOWN MANAGED PARKING PERMITS	3
ANIMAL CONTROL	3
PARK AND RECREATION	4
BUSINESS AND LIQUOR LICENSES	4
PLANNING AND ZONING	5
BUILDING	5
WATER OPERATIONS	6
WATER EXPANSION AND REPLACEMENT	7
SEWER OPERATIONS	7
BUILDING PERMIT FEE SCHEDULE	7
NOISE ORDINANCE FINES	8

Town Clerk

Fee Information	Current Fee
GRAMA Request Fees	
Audio CD's	\$15.00 per CD
Black and White Copies per page (8.5"x11," 8.5"x14," 11"x14," or 11"x17")	\$0.25 per page
Color Copies per page (8.5"x11")	\$0.35 per page
Black and White Copies (oversize documents) <i>Note: Town does not have equipment to easily reproduce oversize black and white documents larger than 11"x17." Documents will be produced out of office. Actual cost will include staff time and mileage as applicable.</i>	Actual cost to Town
Color Copies (oversize documents) <i>Note: Town does not have equipment to easily reproduce oversize color documents larger than 8.5"x11." Documents will be produced out of office. Actual cost will include staff time and mileage as applicable.</i>	Actual cost to Town
Complete copy of Town Code (hard copy)	\$75.00
Staff Time <i>Note: for the search, retrieval, and compiling of records responsive to a request</i>	\$35.00 per hour
Certification fee	\$2.00 per certification
Postage	Actual Cost to Town

Finance Services

Fee Information	Current Fee
Delinquent Account Fees	18% interest
Collection Fees	Actual cost to Town

Community Events

Fee Information	Current Fee
Community Center Use Fee	\$150.00 per day

Marshal's Office

Fee Information	Current Fee
Sex Offender Registration Fee	\$25.00
Reports	
First Page of Report	\$10.00
Each Additional Page	\$0.25 per page
Fingerprints (applicant must supply card specific to requiring agency)	\$5.00 per card
Clearance Letters/Background Checks <i>Note: Where allowed by law</i>	\$10.00 per letter and/or check
Special Event Law Enforcement (3 hour minimum required) <i>Note: payment must be made directly to officer</i>	\$45.00 per hour

Town Managed Parking Permits

Fee Information	
Seasonal Permit	\$250.00
Day Use Permit	\$25.00
Parking Permit Violation Fee	\$75.00
Parking Permit Violation Fee (total due if \$75 violation fee is not paid or appealed within 10 days)	\$150.00

Animal Control

Fee Information	Current Fee
Permanent Dog License (First time annual license, spayed or neutered dog, includes watershed tag) <i>Note: no dog will be licensed as such without proof that sterilization was performed</i>	\$125.00
Permanent Dog License (First time annual license, un-spayed or un-neutered dog, includes watershed tag)	\$150.00
Permanent Dog License (Annual Renewal fee, spayed or neutered) <i>Note: no dog will be licensed as such without proof that sterilization was performed</i>	\$100.00
Permanent Dog License (Annual Renewal fee, un-spayed or un-neutered dog)	\$125.00
Replacement Watershed Tag	\$25.00
Replacement Town Tag	\$5.00
Temporary Dog License (14 days or less)	\$60.00

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<i>Note: The Mayor shall have discretion to waive fees for temporary licenses in whole or in part for cause shown as the Mayor deems reasonable.</i>	
Temporary Dog License (More than 14 days) <i>Note: The Mayor shall have discretion to waive fees for temporary licenses in whole or in part for cause shown as the Mayor deems reasonable.</i>	\$125.00

Park and Recreation

Fee Information	Current Fee
Town Park portable toilet fee for groups >75 people	Actual cost to Town

Business and Liquor Licenses

Fee Information	Current Fee
Business License Fees¹	First Application (Second + App)
Category 1	\$843.03 (\$391.00)
Category 2	\$65.31 (\$65.31)
Category 3	\$65.31 (\$65.31)
Category 4	\$65.31 (\$65.31)
Category 5	\$92.06 (\$92.06)
Category 6	\$102.68 (\$102.68)
Category 7	\$65.31 (\$65.31)
Category 8	\$3,250.89 (\$990.75)
Category 9	\$50.00 (\$50.00)
Category 10	\$0.00 Exempt from fee
Liquor Licenses	
Single Event Permit	\$50.00
On Premise Beer License	\$225.00 per six months; \$450.00 per year
Off-Premise Beer License	\$225.00 per six months; \$450.00 per year
Restaurant License	\$125.00 six months; \$250.00 per year
Limited Restaurant License	\$100.00 per six months; \$200.00 per year
Private Club	\$225.00 per six months; \$450.00 per year

Planning and Zoning

Planning and Zoning Fees	
<i>Note: All fees shall be paid to the Alta Town Clerk at the Town Office. Fees for all planning and zoning matters shall be paid only in cash, money order, certified check, or credit card. All required fees for any planning and/or zoning matter must be paid at the time application is made for consideration by the Planning Commission.</i>	
Fee Information	Current Fee
Zoning Change Fees	\$100.00 + \$50.00 per acre or fraction thereof
Annexation Fees	\$500.00
Conditional Use Permit Fee (Residential)	\$100.00 + \$25.00 per dwelling unit
Conditional Use Permit Fee (Commercial)	\$100.00 + \$50.00 per acre (or fraction thereof)
Conditional Use Permit Fee (Public/Quasi-public)	\$50.00
Conditional Use Permit Fee (Home Occupation)	\$25.00
Additional Planning Commission Review Fee	\$100.00 per hearing/meeting
Subdivision Approval Fee	\$100.00 + \$25.00 per lot
Amended Site Plan or Plat Fee	\$100.00
Change of Existing Use	\$50.00
Impact Fees: <i>Note: Additional information about impact fees can be found in Alta Town Code 9-1A</i>	Determined by impact fee analysis

Building

Building Permits and Inspections	
<i>Note: Plan review fees must be paid at the time application is made for a building permit. Valuation of construction costs for new buildings or additions to existing buildings for single family dwellings, multiple family dwellings, and commercial uses shall be valued at \$200.00 per square foot of gross floor areas, or contract price. For remodeling of existing buildings the valuation will be the actual costs of construction or a reasonable estimate thereof subject to approval of the Building Official</i>	
Fee Information	Current Fee
Building Permit Fee	Calculated by building permit fee schedule below
Electrical Permit Fee <i>Note: if separate from a issued building permit</i>	Calculated by building permit fee schedule below
Plan Review Fee	65% of building permit fee
Additional Plan Review Fee <i>Note: Required by changes, additions, or revisions to the plans</i>	\$55.00 per hour (one-half hour minimum) ²
State Building Permit Surcharge	1% of building permit cost
Re-Inspection Fees <i>Notes: Assessed under provisions of the International Building Code (as modified)</i>	\$55.00 per hour (one hour minimum) ²
Inspection Outside Normal Business Hours	\$55.00 per hour (two hour minimum) ²

<i>Note: Normal business hours are 8:00AM – 4:30PM, local time</i>	
Resident Inspector	\$47.00 per hour (one hour minimum)
Inspections for which no fee is specifically indicated	\$55.00 per hour (one-half hour minimum) ²
Special Inspections and/or Plan Checks Requiring Outside Consultants	Actual cost of inspection ³
Electrical Inspection Fee	\$0.10 per gross square foot of enclosed building area
Excavation Permit Fee	\$250.00
Sewer Connection Fee: <i>Note: "Fixture units" as defined by the Unified Plumbing Code</i>	\$60.00 per fixture unit
Sewer Connection Fee: <i>Note: "Fixture units" as defined by the Unified Plumbing Code</i>	\$40.00 per fixture
Demolition Permit Review	Actual Cost to Town
Sign Permit Fee (sign area less than 32 square feet) <i>Note: For all signs for which a permit is required by Alta Town Code Title 10, Chapter 13. Fees shall be based on the "sign area" as defined in Alta Town Code 10-13-4</i>	\$25.00
Sign Permit Fee (sign area equal to or greater than 32 square feet) <i>Note: For all signs for which a permit is required by Alta Town Code Title 10, Chapter 13. Fees shall be based on the "sign area" as defined in Alta Town Code 10-13-4</i>	\$50.00

Water Operations

Fee Information	Current Fee
Water Use Rates	
Residential <i>Note: Residential monthly allocation shall be 6,400 gallons times its "ECU" (Equivalent Capacity Unit).</i>	\$84.23 per ECU per month
Commercial <i>Note: Commercial monthly allocation shall be 6,400 gallons times its "ECU" (Equivalent Capacity Unit). All users which are not single family homes shall be deemed commercial users.</i>	\$84.23 per ECU per month
Water overage fee <i>Note: Applies to both residential and commercial users if use exceeds the allocations listed above.</i>	\$3.58 per 1,000 gallons

Water Expansion and Replacement

Fee Information	Current Fee
Water Connections	See building fees
Hydrant Fees (Pertaining to the purchase of water from a fire hydrant)	
Application/ permit fee for purchasing water from a fire hydrant	\$50.00 per month (or any portion thereof)
Equipment Usage Fee	\$30.00 per month (or any portion thereof)
Refundable Deposit <i>Note: A refundable deposit equal to the replacement cost of a flow meter with shut-off valve and back flow preventer, for use of said items. However, said fee may be waived if the applicant supplies its own, approved flow meter with shut-off valve and back flow preventer.</i>	See note
Water Use Fee	\$2.50 per 1,000 gallons per month (or any portion thereof)
Non-permanent Water User Rate	\$2.50 per 1,000 gallons per month (or any portion thereof)

Sewer Operations

Fee Information	Current Fee
Sewer Rates (per year) <i>Note: Equivalent Capacity Unit ("ECU")</i>	\$627.52 per ECU
Sewer Connection Fees	See building fees

Building Permit Fee Schedule

Total Valuation	Fee
\$1.00 to \$500.00	\$34.42
\$501.00 to \$2,000.00	\$34.42 for the first \$500.00 plus \$4.20 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$95.57 for the first \$2,000.00 plus \$19.20 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$539.93 for the first \$25,000.00 plus \$13.92 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$888.37 for the first \$50,000.00 plus \$9.66 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,371.37 for the first \$100,000.00 plus \$7.68 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,462.57 for the first \$500,000.00 plus \$6.54 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00

\$1,000,001.00 and up	\$7,740.00 for the first \$1,000,000.00 plus \$5.04 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:	
Inspections outside of normal business hours	\$55.00 per hour (2 hour minimum charge) ²
Reinspection fees assessed under provisions of Section 305.8	\$55.00 per hour ²
Inspections for which no fee is specifically indicated	\$55.00 per hour (one-half hour minimum charge) ²
Additional plan review required by changes, additions or revisions to the plans	\$55.00 per hour (one-half hour minimum charge) ²
For use of outside consultants for plan checking and inspections, or both	Actual Costs ³

Noise Ordinance Fines

Fee Information	Current Fee
Warning	N/A
Second or additional violation (within 30 days of warning or prior violation)	\$1,000.00

¹ Business License Category Definitions:

Category 1 = Hotels with 20 or more guest rooms (as defined by the Town of Alta Land Use Regulation 10-1-6)

Category 2= Hotels with more than 10 and less than 20 guest rooms

Category 3 = Lodging with 10 or less guestrooms

Category 4 = Property management, transportation, business & personal services, home occupations (generally, have either no premises in Alta or are located inside another business)

Category 5 = Retail & General Services (generally, have their own entrance from outside)

Category 6 = Restaurant/Cafeteria/Bar

Category 7 = Day Care businesses

Category 8 = Ski Lift company

Category 9 = Temporary

Category 10 = Non-profit

² Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

³ Actual costs include administrative and overhead costs.

STAFF REPORT

To: Town of Alta Mayor & Town Council

From: Cameron Platt Polly McLean, Town Attorneys

Date: March 2, 2023

Re: Revised Town Manager Code

This staff report is to identify portions of the draft Town Manager Code that need clarification from the Council. Changes to the draft may be completed at the March Council meeting, prior to the meeting by sending feedback to Town staff, or after Council discussion in a Council meeting.

The duties the Council chose to delegate to the Town Manager, and any revisions from the prior draft, are highlighted in redline format in the draft code.

Hierarchy of Appointed Officials

The main issue for the Council to decide is in the hierarchy of appointed Town Officials. The draft code language places the Town Manager, Marshal, and Clerk as equals over their departments and requires that each coordinate with the others. Any issue that cannot be resolved by the three appointed officials together will be resolved by the Mayor.

This organization is based on state law requirements and feedback from prior discussions of Council members. For example, Utah law requires that the Town Marshal “be under the direction, control, and supervision of the person or body that appointed the chief or marshal.”¹ And the Town Clerk has duties specified in state law that require some degree of independence from other appointed officials, because the office is designated as the Town Auditor.² In practice, however, many municipalities have the municipal administrator or manager over all municipal departments except law enforcement.

Town staff need direction from the Council on how it prefers to organize the appointed officials and their departments.

Bonding Amount

Code section 1-15-1(D) requires a bond for the Town Manager. This is based on other municipalities code language and is provided for under Utah law.³ The amount the Council chooses should be sufficient to cover any potential liability for actions or decisions of the Town Manager. The amounts from other municipalities range from none, \$60,000.00, and up to \$1,000,000.00. The State Money Management Council publishes regulations for bonding based on the size of the municipal budget. These regulations are for municipal treasurer, but could also have some correlation the Town Manager. The bonding range for the Town’s budget are between \$70,000.00 and \$300,000.00.

The Council should select an amount for a Town Manager bond if it chooses.

¹ UCA § 10-3-918.

² UCA § 10-3-916 (Utah law uses municipal Recorder and Clerk to refer to the same appointed position).

³ UCA § 10-3-831.

Replacement of Terms

The implementation of a Town Manager require updates to the Town's existing code language in 28 sections to replace "Town Administrator" with "Town Manager." These changes are not yet available in redline format but will be sent to the Council and published before accepted by the Council.

ORDINANCE #2023 – O – 2

ORDINANCE AMENDING TITLE 1-6-4 “APPOINTMENT OF TOWN OFFICIALS,” ENACTING TITLE 1-15 “TOWN MANAGER OFFICE CREATED,” AND REPLACING THE TERM “TOWN ADMINISTRATOR” WITH “TOWN MANAGER” THROUGHOUT THE TOWN CODE

WHEREAS, the Town of Alta (“Town”) Town Council (“Council”) has examined the effectiveness of the Town’s administration and determined that clarifying and reorganizing the administration is necessary; and

WHEREAS, the Mayor and Council positions are not full-time positions; and

WHEREAS, the demands of administering the business of the Town requires have steadily increased over time; and

WHEREAS, the Council desires to “right size” the Mayor’s duties and provide authority and direction on managing the Town; and

WHEREAS, the Council wishes create the position of Town Manager, describe the duties and framework of the position, and delegate some executive duties of the Mayor to that position.

NOW, THEREFORE, BE IT ORDAINED by Alta Town Council of, Utah, that:

SECTION I. AMENDED. Title 1, Chapter 6, Section 4 “Appointment of Town Officials” is hereby amended as follows:

1-6-4: APPOINTMENT OF TOWN OFFICIALS:

A. Appointment: On or before the first Monday in February following a town election, the mayor, with the advice and consent of the town council, shall appoint a qualified person to each of the offices of town clerk, town treasurer, town marshal and town ~~administrator~~manager.

B. Removal of a town official shall require one of the following:

1. The affirmative vote of the mayor and majority of the town council, or

1.2. The affirmative vote of all council members other than the mayor.

~~A.C.~~ Ex Officio Auditor: The town clerk is ex officio the town auditor and shall perform the duties of that office.

SECTION II. ENACTED. Title 1, Chapter 15 TOWN MANAGER is hereby enacted as written in the attached Exhibit 1.

SECTION III. AMENDED. All references to “town administrator” in Town Code are hereby amended to the term “town manager” as written in the attached Exhibit 2. [draft not yet available.]

SECTION IV. Effective Date. This resolution shall be effective upon publication.

PASSED AND APPROVED by the Town of Alta Town Council, Utah, this _____ day of _____ in the year 2023.

TOWN OF ALTA

Roger Bourke, Mayor

ATTEST:

Jen Clancy, Town Clerk

Ordinance/summary published on Utah state noticing website on _____.

Effective date of Ordinance: _____

EXHIBIT 1

1-15-1 TOWN MANAGER OFFICE CREATED; ADMINISTRATIVE PROVISIONS

- A. Office Created: The office of the Town Manager, which shall be known as "Town Manager", is created and established pursuant to Utah code section 10-3b-403. The Town Manager shall be referred to as the Town Manager and is the chief administrative officer of the Town.
- B. Control: The powers, duties and functions of the office of Town Manager shall be subject to the control and policies of the Town pursuant to Town ordinance and resolution.
- C. Appointment or Removal: The Town Manager shall be appointed or removed pursuant to 1-6-4.
- D. Bond: Before taking office, the Town Manager shall furnish a fidelity bond, at the expense of the Town, in the amount of [\$70,000 to \$300,000], conditioned upon the faithful performance of his or her duties, with a corporation licensed to do business in this state as a surety. Such bond shall be filed with the Town Clerk after the Town Manager is appointed.
- E. Employment Agreement: Nothing in this chapter shall be construed as a limitation on the power or authority of the Town Council to enter into any employment agreement with the Town Manager with additional terms and conditions of employment not inconsistent with any provisions of this chapter.
- F. Salary: The salary and other compensation of the Town Manager shall be established by the Town Council in accordance with Utah law.
- G. Office And Time Spent: The Town Manager shall maintain an office in the Town offices and shall spend such time in the performance of the duties of Town Manager as is necessary or required to perform the duties as assigned in Town ordinance or resolution. The Town Manager shall not accept any outside employment in addition to employment by the Town without prior approval of the Town Council.
- H. Residence: The Town Manager need not be a resident of the Town at the time of the Town Manager's appointment or thereafter.
- I. Resignation: Before voluntarily resigning from the position of Town Manager, the Town Manager shall give the Town Council at least sixty (60) days' written notice of his or her intent to resign.

1-15-2 MAYORAL DUTIES DELEGATED TO TOWN MANAGER

Pursuant to Utah Code Ann. UCA § 10-3B-403(1)(b)(iii) or its successor, the Town hereby delegates the following statutory duties of the Mayor to the Town Manager:

- A. The Town Manager shall supervise and direct the work of all Town employees through designated Department Supervisors;
- B. All Town employees shall report to the Town Manager through their designated

EXHIBIT 1

Department Supervisors;

C. The appointed Officials of the Town will coordinate with the Town Manager in day to day activities, subject to state and Town code, but each is accountable to the Mayor and Council;

If a matter arises between the appointed Town Officers, that cannot be resolved by the appointed officers, the Mayor shall resolve the matter.

D. The Town Manager shall keep the peace and enforce the laws of the municipality.

E. Ensure statutes, ordinances, and resolutions are executed and observed;

F. Sign contracts provided for in budget, ordinance, or resolutions;

G. Report the condition and needs of the municipality, and make recommendations in the best interests of the Town, to the Council;

H. The Town Manager shall assist in preparing and submitting the annual budget and capital improvements program to the Town Council, and keep the Town Council advised as to the financial condition and needs of the Town.

I. At any reasonable time, examine and inspect the official books, papers, records, or documents of the municipality or any officer, employee, or agency of the municipality;

J. With the Council's advice and consent, appoint a person to fill a municipal employment position or a vacancy on a committee of the municipality; this authority is only for employees and committees, not Town officer or commission appointments;

K. Perform all duties prescribed by statute or municipal ordinance or resolution;

Any or all of these duties may be returned to the Mayor by a majority vote of the Town Council plus the Mayor's vote, or by all the Town Council's votes without the Mayor's vote.

1-15-3 TOWN MANAGER POWERS, DUTIES, OBLIGATIONS

A. Town Manager Duties: Pursuant to the policies and programs established by the Town Council, and under the direction and oversight of the Mayor and as otherwise set forth by the Town Council in ordinance, resolution, motion, or this code, the Town Manager shall:

1. Manage the internal affairs of the Town; develop, recommend and implement Town policies, practices, rules, regulations and procedures; report to the Mayor and Town Council at least monthly; advise the Town Council regarding policy options and implementation procedures; carry out legislative directives and decisions; and administer contracts.
2. Establish and maintain effective working relationships with the Mayor, Town Council, Town staff, Town officers, employees, citizen committees, special interest groups, media, contractors, public vendors and representatives from other

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municipal, county, special district, state and federal agencies.

3. Conduct performance evaluations and administer pay adjustments subject to the approved budget.

3.4. Consistent with Town ordinance, resolution, motions, and policy be responsible for the full and effective use of Town personnel by establishing, in consultation with the Town attorney, Town officers and other management employees, overall department objectives, priorities and standards consistent with the goals, direction, and objectives of the Town Council; serve as a facilitator in the achievement by Town departments of Town Council goals by coordinating effective implementation of Town service levels, ordinances, resolutions, rules, regulations and directives; exercise managerial control to ensure that the Town government and its respective departments function in the most efficient and effective manner.

4.5. Except for the purpose of inquiry, the Mayor, Town Council and its members shall deal with the administration solely through the Town Manager and, neither the Council nor any member thereof or the Mayor, shall give orders to any subordinates of the Town Manager, either publicly or privately.

5.6. Represent the Town at various meetings or other functions and respond to requests or inquiries about Town policies, rules, ordinances, regulations, resolutions or services rendered by the Town government.

6.7. Enforce all applicable civil laws, ordinances, rules, regulations, and policies of the Town. Assure that all franchises, leases, permits, licenses, contracts and privileges granted by the Town are fully performed and observed. Ensure criminal law enforcement by coordinating with the Marshal's Office.

7.8. Recommend and prepare for consideration by the Town Council and advisory committees long range strategic plans and programs to provide for the health, safety, and welfare of the current and future inhabitants of the Town; furnish reports to the Town Council as requested.

8.9. Except as otherwise provided, be responsible for the overall personnel management, function, and implementation of Town personnel ordinances, rules, and regulations that have been adopted, approved, or revised by the Town Council; coordinate personnel ordinances and rules and regulations adopted by the Town Council; coordinate personnel functions with staff such as recruitment, selection, and appointment; monitor personnel actions, promotion, discipline, demotion, separation and reclassification; coordinate personnel decisions with department directors; coordinate activities of individuals rendering professional services under contract with the Town.

10. Exercise general supervision over all buildings, parks, and other public property under the control and jurisdiction of the Town.

9.11. The Town Manager may examine and inspect the books, records, and official papers of any office, department, agency, board, or commission of the Town and make investigations and require reports from or about all personnel.

EXHIBIT 1

- ~~10.12.~~ 11.12. The Town Manager shall promptly notify the Mayor and Town Council of any emergency existing in the Town, or in a Town department or body.
- ~~11.13.~~ 12.13. Create all necessary departments as approved by the Town Council. Create all necessary departments, sections, and offices necessary for the government of the Town; prepare recommendations for the Town Council regarding the addition, deletion, or reduction in municipal services.
- ~~12.14.~~ 13.14. Attend and participate in all meetings of the Town Council unless otherwise excluded by the Town Council in a closed executive session, but shall not have a right to vote in Town Council meetings.
- ~~13.15.~~ 14.15. Perform all other duties and obligations, and exercise the powers set forth by ordinance, resolution, regulation, or directive imposed by the Town Council.
- B. Department Cooperation: It shall be the duty of all employees to cooperate with the Town Manager in administering the affairs of the Town efficiently, economically, and harmoniously.
- C. Planning And Land Use: Notwithstanding the foregoing, the Town Manager shall exercise no authority over the planning commission or an appeal and variance hearing officer.
- D. Performance Evaluation: The Town Council shall evaluate, at least annually, the performance of the Town Manager.
- E. Powers Of The Mayor Not Delegated: Nothing in this chapter shall be construed to delegate to the Town Manager the legislative and judicial powers of the mayor, the mayor's position as chief executive officer of the Town pursuant to Utah code section 10-3b-104(1)(a), chairperson of the Town Council, or any ex officio position which the mayor shall hold.

EXHIBIT 2

8-3-3: SUPERINTENDENT:

There is hereby created the position of superintendent of the sewer department. The superintendent of the sewer department shall manage and supervise the Town sewer system pursuant to the provisions of this chapter and pursuant to resolutions, rules and regulations adopted by the town council from time to time prescribing his powers and duties and directing the manner and frequency with which he shall make reports to the mayor relating to the sewer system. All of the functions and activities of the superintendent shall be carried on under the direction of the mayor and may be performed pursuant to an interlocal agreement wherein the manager or superintendent of the contracting agency shall serve as the superintendent for the town. Absent an interlocal agreement, the ~~town administrator~~town manager shall serve as the superintendent.

8-3-6: PRIVATE WASTEWATER DISPOSAL:

A. Permitted: Where a public sanitary sewer is not available within three hundred feet (300') of the building, the building sewer shall be connected to a private wastewater disposal system complying with the provisions of this section.

B. Permit Required: Before commencement of construction of a private wastewater disposal system, the owner shall first obtain a written permit issued by the town. The application for such permit shall be made on a form furnished by the town, which the applicant shall supplement by any plans, specifications and other information as deemed necessary. A permit and inspection fee shall be paid to the town at the time the application is filed.

C. Inspections: Permission to use the system for a private wastewater disposal system shall not be authorized until the installation is completed in compliance with the approved plans applicable with all state and local codes and this chapter. Authorized town employees or representatives shall be allowed to inspect the work at any stage of construction. The applicant for the permit shall notify the ~~town administrator~~town manager when the work is ready for final inspection and before any underground portions are covered. The inspection shall be made within two (2) business days of the receipt of notice by the ~~town administrator~~town manager.

D. Compliance With State: The type, capacities, location and layout of a private wastewater disposal system shall comply with all recommendations of the state department of environmental quality. No septic tank or cesspool shall be permitted to discharge to any natural outlet.

E. When Public Sewer Available: At such time as a public sewer becomes available to a property served by a private wastewater disposal system, the owner shall make a direct connection to the public sewer within sixty (60) days after receiving, and subject to, notice of availability from the town, in compliance with this chapter, and shall pay the quarterly fee to the town, and the private disposal system shall be disconnected and made inoperable.

F. Operation And Maintenance: When a public sewer is not available, the owner shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times, and at no

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expense to the town. All private wastewater shall be disposed of at the sewer dump station located within the town. (Ord. 1994-O-1, 1-13-1994)

G. Wastewater disposal within Upper Albion Basin Protection Overlay Zone:

1. Where a public sanitary sewer is available, buildings constructed within the Upper Albion Basin Protection Overlay Zone shall be connected to the public system using AWWA C-900 pipe.

2. If connection to a public sanitary system is not available, a private wastewater disposal system shall be installed which shall meet the following requirements:

a. Written approval by the Salt Lake Valley health department.

b. Disposal system shall consist of holding tank(s) equipped with an effective alarm system that remotely notifies the property owner and the Town of Alta in the event that the holding tank reaches seventy five percent (75%) of full level.

c. Disposal system shall be equipped with an automatic water shut-off feature to the building in the event that the holding tank reaches seventy five percent (75%) of full level.

d. Building owner shall maintain and submit to the Town of Alta pumping records for each holding tank at least once every year.

3. Section 8-3-6 (G)(2) does not apply to lots within the UABPOZ which contain dwellings that existed at the time this ordinance was passed except if the dwelling is renovated or remodeled to the degree that the Building Code requires the structure to meet current standards, then the dwelling shall meet the requirements of subsection 2 above.

9-1-5: OUTSIDE AGENCY APPROVAL FOR DEVELOPMENT PRIOR TO PLANNING COMMISSION REVIEW:

A. Each real property development proposal brought to the town must have evidence of approval from each of the following agencies or political subdivisions of the United States government or state government prior to submission to the town planning commission for further action. Said agencies or political subdivisions are: Salt Lake City department of public utilities, water division; Salt Lake Valley health department and division of water quality; Salt Lake Valley health department, environmental health division; Salt Lake County service area no. 3; Cottonwood improvement district; Utah department of transportation; U.S. army corps of engineers; town marshal department; and unified fire authority.

B. The ~~town administrator~~town manager shall provide a list of the entities set forth in subsection A of this section with contact information to those seeking to develop within the town. The ~~town administrator~~town manager is given the authority to change the agency or political subdivision on said list in the event the same governmental review function is transferred to another office. Entities may be added to this list without amending this section on the condition that the ~~town administrator~~town manager inform the town council at a public meeting of a new entity exercising jurisdiction over development.

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9-1A-3: FEES BASED ON REASONABLE PLAN:

A. Prior to the granting of a building permit on any development activity, an impact fee analysis shall be undertaken to determine the amount of impact fees which can be collected by the town consistent with the requirements of section 9-1A-2 of this article. Said study shall be performed by a qualified engineering firm or other firm showing demonstrated expertise in the field of impact fee analysis and calculation. Said firm shall be mutually agreed upon by the ~~town administrator~~town manager and the developer; however, if agreement cannot be reached, the names of three (3) such firms shall be submitted to the town council, which shall, after allowing comment from the developer and the ~~town administrator~~town manager, choose a firm to conduct the study. In lieu of the foregoing procedure, a developer may request that the town staff conduct a less formal impact fee analysis, the fee for which shall be mutually agreed upon. The cost of either study shall be borne by the developer.

B. The impact fee analysis study shall:

1. Identify the impact on system improvements required by the development activity;
2. Demonstrate how those impacts on system improvements are reasonably related to the development activity;
3. Estimate the proportionate share of the costs of impacts on other system improvements that are reasonably related to the new development activity; and
4. Identify how the impact fee was calculated, based on the factors and requirements set forth in this article and in Utah Code Annotated section 11-36-201(5), as amended.

C. If applicable, the impact fee analysis shall identify:

1. The cost of existing public facilities;
2. The manner of financing existing public facilities;
3. The relative extent to which the newly developed properties and the other properties in the town have already contributed to the cost of existing public facilities, by means as user charges, special assessments, or payment from the proceeds of general taxes;
4. The relative extent to which the newly developed properties and the other properties in the town will contribute to the cost of existing public facilities in the future;
5. The extent to which the newly developed properties are entitled to a credit because the town is requiring their developers or owners to provide common facilities, inside or outside the proposed development, that have been provided by the town and financed through general taxation or other means, apart from user charges, in other parts of the town;
6. Extraordinary costs, if any, in servicing the newly developed properties; and
7. The time price differential inherent in fair comparisons of amounts paid at different times.

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10-1-6: DEFINITIONS:

For the purpose of this title, certain words and terms are defined as follows: Words used in the present tense include the future, words in the singular number include the plural and the plural the singular.

AGRICULTURE:	The tilling of the soil, the raising of crops, horticulture and gardening, but not including the keeping or raising of domestic animals or fowl, except household pets, and not including any agricultural industry or business, such as fruit packing plants, fur farms, animal hospitals or similar uses.
ALLEY:	Any public way or thoroughfare less than sixteen feet (16'), but not less than ten feet (10') in width, which has been dedicated or deeded to the public for public use.
APARTMENT HOUSE:	Any building or portion thereof which contains three (3) or more dwelling units and, for the purpose of this title, includes residential condominiums.
APPEAL AUTHORITY:	The person, board, commission, agency or other body designated by town ordinance to decide an appeal of a decision of a land use application or variance.
BASEMENT:	Any floor level below the first story in a building, except that a floor level in a building having only one floor level shall be classified as a basement unless such floor level qualifies as a first "story", as defined in this section.
BUILDING:	Any Structure or any part thereof, built or used for the support, shelter, or enclosure of any use or occupancy by person, animals, or chattel.
BUILDING, ACCESSORY:	Any detached building used or intended for supporting or sheltering any use or occupancy subordinate and clearly incidental to that of the main building and located on the same lot occupied by the main building.
BUILDING HEIGHT:	The vertical distance from the lower of Established Grade or Finished Grade to the highest point of the structure excluding Rooftop Elements.
BUILDING, MAIN:	The principal building or one of the principal buildings upon a lot that is used primarily for the principal use.
CARETAKER:	An owner or a person employed by the owner of a private, residential dwelling to reside within the building and to provide primarily maintenance, custodial and security services; or, a property management services company, licensed by the Town of Alta, which does not have an employee who resides within the building, but which provides maintenance, custodial and security services.
CARETAKER UNIT:	A living area within a dwelling which is separated physically from the remainder of the dwelling or annexed to the dwelling, the purpose for which is to house an on premises "caretaker", as defined in this section. The owner shall certify to the town in writing that a caretaker unit shall be occupied only by a caretaker.

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CARPORT:	A private garage not completely enclosed by walls or doors. For purposes of this title, a carport shall be subject to all of the regulations prescribed for a private garage.
CHILD NURSERY:	An establishment for the care and/or instruction, whether or not for compensation, of six (6) or more children other than members of the family residing on the premises.
CLASS A BEER OUTLET:	A place of business wherein beer is sold in original containers to be consumed off the premises in accordance with the alcoholic beverage control act of Utah and the licensing ordinance of the town.
CLASS B BEER OUTLET:	A place of business wherein beer is sold in original containers for consumption on or off the premises in accordance with the alcoholic beverage control act of Utah and the licensing ordinance of the town.
CLASS C BEER OUTLET:	A place of business wherein draft beer or beer in original containers is sold for consumption on or off the premises in accordance with the alcoholic beverage control act of Utah and the licensing ordinance of the town.
COMMERCIAL RENTAL:	The renting of real property for terms of thirty (30) days or less, or other impermanent or transitory lodging use lacking in stability or continuity of persons occupying real property.
CONDITIONAL USE:	A use of land for which a conditional use permit is required pursuant to Chapter 9 of this title.
CONDOMINIUM PROJECT:	A. A real estate plan or project whereby two (2) or more units, whether contained in an existing or proposed building or buildings, are separately offered or proposed to be offered for sale. "Condominium project" shall also mean the property when the context so requires. B. The owner or developer of any condominium project or "time period unit" project, as defined in this section, shall comply with the Utah condominium ownership act, Utah Code Annotated title 57, chapter 8, which is hereby incorporated within and made a part of this title by reference. Such owner or developer shall also comply with all pertinent provisions of all chapters of this title.
CONFERENCE:	A gathering and consisting of multipurpose meeting facilities, typically consisting of one or more meeting or multipurpose rooms that are available for use by various groups for such activities as meetings and receptions.
COURT:	An occupied space on a lot, other than a yard, that is designed to be partially or completely surrounded by group dwellings.
DISTRICT:	A portion of the Town of Alta.
DWELLING:	Any building or portion thereof which contains not more than two (2) dwelling units.
DWELLING, GROUP:	A group of two (2) or more dwellings located on a parcel of land in one ownership and having any yard or court in common.

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DWELLING, MULTIPLE-FAMILY :	A building used or intended to be occupied by more than two (2) "families", as defined in this section.
DWELLING, SINGLE-FAMILY:	A building used or intended to be occupied by one "family", as defined in this section.
DWELLING, TWO-FAMILY:	A building used or intended to be occupied by two (2) "families", as defined in this section.
DWELLING UNIT:	Any building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking and sanitation, as required by this title, for not more than one family. For purposes of determining maximum density of dwelling units for all uses in any FM zone, two (2) guestrooms shall be equivalent to one dwelling unit.
EFFICIENCY DWELLING UNIT:	A dwelling unit containing only one habitable room.
ELEMENTS, ROOFTOP:	Chimneys, flues, and similar venting apparatus; communications equipment such as antennas and satellite dishes; elevator penthouses; stair enclosures; rooftop railings; mechanical equipment such as heating, ventilation, and air conditioning systems; renewable energy production systems such as solar panels and wind turbines; other mechanical equipment used for operation of a building; flag poles; and wind socks or any such allowed rooftop item which protrudes or is located on top of the building.
EROSION CHANNELS:	Channels which have been created by erosion but which do not normally contain or convey water, except during local rainstorm, snowmelt, or runoff events. Riparian vegetation or habitat, as evidenced by the presence of hydrophilic plants or other evidence are not supported by Erosion Channels. For purposes of this Title, Erosion Channels are not Waterways.
FAMILY OR FAMILIES:	An individual or two (2) or more persons related by blood or marriage, or a group of not more than five (5) persons (excluding employees) who need not be related by blood or marriage living together in a dwelling unit.
FLOOR AREA:	The area included within the surrounding exterior walls of a building or portion thereof, exclusive of vent shafts and courts. The floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the useable area under the horizontal projection of the roof or floor above.
FOOTPRINT:	All exterior surfaces of an existing structure where actually located.
FRONTAGE:	All property fronting on one side of the street between intersecting or intercepting streets, or between a street and a right of way, waterway, end of dead end street, or political subdivision boundary, measured along the street line. An intersecting or intercepting street shall determine only the boundary of the frontage on the side of the street it intercepts.

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GARAGE, PRIVATE:	An accessory building designed or used for the storage of not more than four (4) automobiles owned and used by the occupants of the building to which it is accessory, provided that on the lot occupied by a multiple-family dwelling, the private garage may be designed and used for the storage of one and one-half (1-1/2) times as many automobiles as there are dwelling units in the multiple-family dwelling. A garage shall be considered part of a dwelling if the garage and the dwelling have a roof or wall in common. A private garage may not be used for storage of more than one truck for each family dwelling upon the premises, and no such truck shall exceed two and one-half (2-1/2) tons capacity.
GARAGE, PUBLIC:	Any garage other than a private garage.
GRADE, ESTABLISHED:	The grade of the earth, whether natural or previously altered, that exists before a site has been prepared or changed for purposes of development or building. In areas where a building exists on the site, the building official shall determine the established grade by extending the elevations of the adjacent established grades where buildings do not exist through the area of the existing building.
GRADE, FINISHED:	The finished and resulting grade where earth meets the structure at the completion of the proposed construction.
GUEST:	Any person hiring or occupying a room for living or sleeping purposes, or any person occupying a room or property for periods of thirty (30) days or less.
GUESTHOUSE:	A separate dwelling located on a lot with one or more main dwellings and used or intended for the housing of guests or servants and not rented, leased or sold separate from the rental, lease or sale of the main dwelling.
GUEST-ROOM:	A. Any room or rooms used or intended to be used by a guest for sleeping purposes. Every one hundred (100) square feet of total floor area in a dormitory shall be considered to be a guestroom. B. Within the base facilities zone, "guestroom" shall be defined as every six hundred (600) square feet of total floor area within a structure, and the remainder thereof.
HABITABLE SPACE:	Space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet compartments, closets, halls, storage or utility space, and similar areas, are not considered "habitable space".
HELIPORT:	An area of land or water, or a structural surface, which is used, or intended for use, for the landing and takeoff of helicopters, and any appurtenant areas which are used, or intended for use, for heliport buildings and other heliport facilities.
HELISTOP:	The same as a "heliport", as defined in this section, except that no refueling, maintenance, repairs or storage of helicopters is permitted.
HOME OCCUPATION:	Any use conducted entirely within a dwelling and carried on by one person residing in the dwelling, which use is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not

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	change the character of the dwelling or property for residential purposes and in connection with which there is no display nor stock in trade. The home occupation shall not include the sale of commodities, except those which are produced on the premises and shall not involve the use of any accessory building or yard space for activity outside the main building not normally associated with residential use. Parking for home occupations shall be as follows: 1) one car for each twenty five feet (25') of unobstructed and unrestricted frontage of the subject property; and 2) available parking on the subject property where automobiles are customarily parked. "Home occupation" shall include the care of not more than six (6) children other than members of the family residing in the dwelling.
HOTEL:	Any building containing guestrooms intended or designed to be used, or which are used, rented or hired out to be occupied on a nightly basis, or which are occupied for sleeping purposes by guests, and which may include accessory facilities such as a lobby, meeting rooms, recreation facilities, group dining facilities and other facilities customarily associated with hotels. A "hotel" shall not include any building used for residential purposes, including, but not limited to, condominiums and single-family residences.
HOUSEHOLD PETS:	Animals and/or fowl ordinarily permitted in the house and kept for company or pleasure, such as dogs, cats and canaries, including not more than two (2) dogs or two (2) cats over four (4) months in age, and not more than a total of four (4) animals. A "household pet" does not include inherently or potentially dangerous animals, fowl or reptiles.
JUNKYARD:	The use of any lot or portion of a lot or tract of land for the storage, keeping or abandonment of junk, including scrap metals or other scrap material, or for the dismantling, demolition or abandonment of automobiles or other vehicles, or machinery or parts thereof; provided, that this definition shall be deemed not to include such uses which are clearly accessory and incidental to any agricultural uses permitted in the zone.
KENNEL:	The keeping of three (3) or more dogs at least four (4) months old.
LAND USE APPLICATION:	All applications requiring approval from the land use authority pursuant to Utah Code Annotated or Town of Alta ordinances.
LAND USE AUTHORITY:	A person, board, commission, agency or other body designated by the town council to act upon a land use application.
LAND USE ORDINANCE:	A planning, zoning, development, or subdivision ordinance of the Town of Alta made by legislative decision.
LODGING HOUSE:	Any building or portion thereof containing not more than five (5) guestrooms where rent is paid in money, goods, labor or otherwise.
LOT:	A parcel of land occupied or to be occupied by a building or group of buildings, together with such yards, open spaces, lot width and lot areas

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	as are required by this title, having frontage upon a street or upon a right of way approved by the appeal authority, or upon a right of way not less than sixteen feet (16') wide. Except for group dwellings and guesthouses, not more than one dwelling may occupy one lot.
LOT, CORNER:	A lot abutting on two (2) intersecting or intercepting streets where the interior angle of intersection or interception does not exceed one hundred thirty five degrees (135°).
LOT, INTERIOR:	A lot other than a corner lot.
NAMEPLATES AND/OR SIGNS:	Shall include: A. One nameplate for each dwelling unit, not exceeding two (2) square feet in area, indicating the name of the occupant or permitted home occupation. B. One sign board not exceeding eight (8) square feet in area appertaining to the lease or sale of the property, or the sale of products produced on the property, or warning against trespassing. C. One bulletin board not exceeding eight (8) square feet in area for a church or other institution for the purpose of displaying the name and character of services or other activities conducted therein. D. One identification sign not exceeding eight (8) square feet in area for buildings other than dwellings. E. All such bulletin boards and identification signs shall be attached to and parallel with the front wall of the building. If any nameplate, bulletin board or sign is illuminated, only indirect lighting shall be used. No flashing or intermittent illumination shall be employed.
NET DEVELOPABLE ACREAGE:	The area of ground within a lot that satisfies all of the following conditions: A. Slope less than thirty percent (30%); and B. Soils of a suitable depth and type based on soil exploration and percolation tests in accordance with the regulations of the Utah department of health to ensure against detriment to surface and groundwater quality; and, C. Not closer than fifty feet (50') from the high water line of any Waterway and outside of the Top of Bank as determined by the building official; and, D. Notwithstanding subsection (C) above in the Upper Albion Basin Protection Overlay Zone, not closer than one hundred feet (100') from the high water line of any Waterway and at least twenty feet (20') from the Top of Bank as determined by the building official; and, E. Free from unreasonable risk of harm to the property and the general public from natural hazards such as flood, landslide, avalanche, a high water table, or inordinate soil erosion after full compliance with applicable provisions of the building code governing topographic, structural and general design standards necessary to meet the maximum foreseeable risk of such hazards, and in discharge of the obligation imposed upon any person so developing and/or improving property

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	subject to such natural hazards imposed by subsection 10-6A-9 of this title.
NONCOMPLYING STRUCTURE:	A Structure, or portion thereof, that (1) legally existed prior to the current land use designation; and (2) because of subsequent land use ordinance amendments, does not conform to the regulations that currently govern the structure.
NONCONFORMING USE:	A use of land that (1) legally existed prior to the current land use designation; (2) has been maintained continuously since the time the land use ordinance governing the land was amended; and (3) because of subsequent land use ordinance amendments, does not conform to the regulations that now govern the use of the land.
PACKAGE AGENCY:	Any outlet authorized by the Utah alcoholic beverage control commission to sell original package liquor or wine for consumption off the premises.
PARKING LOT:	An open area, other than a street, used for parking of more than four (4) automobiles or other vehicles.
PARKING SPACE:	An area within a building, lot or parking lot for parking or storage of one automobile or other vehicle.
PERMITTED USE:	A use of land for which no conditional use permit is required.
PLANNED UNIT DEVELOPMENT:	A complete development plan for an area pursuant to Chapter 10 of this title.
PLANNING COMMISSION:	The Town of Alta planning commission.
PRIVATE NONPROFIT LOCKER CLUB:	A social club, recreational, athletic or similar association, incorporated under the provisions of the Utah nonprofit corporation and cooperation act, which maintains or intends to maintain premises upon which liquor is or will be stored, consumed or sold.
PRIVATE NONPROFIT RECREATIONAL GROUNDS AND FACILITIES:	Nonprofit recreational grounds and facilities operated by an association incorporated under the provisions of the Utah nonprofit corporation and cooperation act, or a corporate sole.
PUBLIC USE:	A use operated exclusively by a public or quasi-public body, such use having the purpose of serving the public health, safety or general welfare, and including uses such as public schools, parks, playgrounds and other recreational facilities, administrative and service facilities, and public utilities.
QUASI-PUBLIC USE:	A use operated by a private nonprofit, educational, religious, recreational, charitable or philanthropic institution, such use having the purpose primarily of serving the general public, such as churches, private schools, universities and similar uses.

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RECREATION, COMMERCIAL:	The use of property for recreational facilities operated as a business and open to the general public for a fee, such as ski lifts, golf driving ranges and baseball batting ranges.
REPAIR:	The reconstruction or renewal of any part of an existing building for the purpose of its maintenance.
RESTAURANT:	A place where meals or refreshments are sold to the public or guests for compensation.
STATE STORE:	An outlet for the sale of liquor located on premises owned and leased by the state of Utah.
STORY:	That portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above. If the finished floor level directly above a useable or unused under-floor space is more than six feet (6') above the Finished Grade, as defined in this section, for more than fifty percent (50%) of the total perimeter, or is more than twelve feet (12') above the Finished Grade, as defined in this section, at any point, such useable or unused under-floor space shall be considered as a story.
STREET:	Any thoroughfare or public way not less than sixteen feet (16') in width which has been dedicated or deeded to the public for public use.
STRUCTURAL ALTERATION:	Any change in the supporting structural components of a structure, such as columns, bearing walls, beams, joists or trusses.
STRUCTURE OR STRUCTURES:	Anything that is constructed, the Use of which requires a fixed location on or in the ground, or attached to something having a fixed location on the ground and which imposes an impervious material on or above the ground. All Buildings are Structures.
TIME PERIOD UNIT:	An annually recurring part or parts of a calendar year specified in the condominium declaration or other document as a period for which a physical unit is separately owned. Separate ownership is represented as shares in a corporation, a partnership interest, or any other individually owned transferrable property right or interest.
TIME PERIOD UNIT PROJECT:	A real estate project devoted in whole or in part to "time period units", as defined in this section.
TOP OF BANK:	That vertical point along a Waterway where an abrupt change in slope is evident or the point where the stream or creek would enter the floodplain as determined by the building official.
TOTAL FLOOR AREA:	The amount of square footage contained within all buildings and structures on the building site, measured by the inside surfaces of the exterior wall, excluding any floor area designed as employee living accommodations and common areas, including, but not limited to, any lobby, elevator bank and elevator, restaurant, restaurant kitchen,

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	common stairwells and hallways, management offices, covered decks and service, maintenance and mechanical spaces.
TOWN ADMINISTRATION:	The staff employed by the Town of Alta acting as the town clerk, the town administrator <u>town manager</u> , the assistant town administrator <u>town manager</u> and the deputy town clerk.
TOWN COUNCIL:	The Town of Alta town council.
USE:	The purpose or purposes for which land or structures are occupied, maintained, arranged, designed, or intended.
USE, ACCESSORY:	Any subordinate use customarily incidental to and located upon the same lot occupied by the principal use.
USE, INTENSITY OF:	The degree to which land or structures are used as measured by factors including but not limited to purpose of occupancy, building footprint, square footage, the need for parking, and the number of bedrooms, bathrooms, kitchens, hot tubs, or plumbing fixtures.
USE, PRINCIPAL, OR MAIN OR PRIMARY:	The main or primary use of land or structures as opposed to an accessory use.
UTAH CODE ANNOTATED:	The Utah law as codified and periodically amended and supplemented in the Utah Code Annotated, and as interpreted by Utah courts.
WATERWAY OR WATERWAYS:	Those areas varying in width including, but not limited to, streams, creeks, gullies, washes, rivulets, or culverts, whether constructed, altered, or naturally occurring, which normally contain or convey water during at least part of the year, and which are considered drainage channels and not merely Erosion Channels , as determined by the building official.
WIDTH OF LOT:	The distance between the side lot lines at the distance back from the front lot line required for the depth of the front yard.
YARD:	A space on the lot, other than a court, unoccupied and unobstructed from the ground upward, by buildings, except as otherwise provided herein.
YARD, FRONT:	A space on the same lot with the building between the front line of the building and the front lot line, and extending across the full width of the lot. The "depth" of the front yard is the minimum distance between the front lot line and the front of the building.
YARD, REAR:	A space on the same lot with the building between the rear line of the building and the rear lot line, and extending across the full width of the lot. The "depth" of the rear yard is the minimum distance between the rear lot line and the rear of the building.
YARD, SIDE:	A space on the same lot with the building between the side line of the building and the nearest side lot line, and extending from the front lot line to the rear lot line. The "width" of the side yard is the minimum distance between the side lot line and the nearest side of the building.

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10-4-7: STAFF AND TECHNICAL ASSISTANCE:

The town administration shall assist and coordinate with the planning commission with technical matters. In order to further assist the planning commission in carrying out its duties, the planning commission may request the assistance of technical experts and/or employees and agents of the town, including, but not limited to, engineering, public works, applicable utility agencies, school district, unified fire authority officials, town marshal, building official, state department of transportation, town legal counsel, and "affected entities", as defined by Utah Code Annotated section 10-9a-103(1), as amended and supplemented from time to time.

10-5-8: APPEAL PROCESS:

A. Date Set: The appeal authority shall set a date for the appeal.

B. Notice: The town shall notify the appellant, the land use applicant (if not the appellant), and the land use authority of the appeal date. The town clerk shall obtain the findings, conclusions and other pertinent information from the town administration, as required under subsection 10-5-6C of this chapter, and the appellant's appeal, and shall provide a copy of all documents to each member of the appeal authority at least seven (7) calendar days before the date of the appeal.

C. Use Of Minutes: The appeal authority may review and include in its decision any minutes from the land use authority in which the application was discussed or decided upon.

D. Decision: The appeal authority may affirm, reverse or affirm in part and reverse in part, any properly appealed decision of the land use authority. The appeal authority may remand the matter to the land use authority with directions for clarification or review. The appeal authority's scope of review should be limited to consideration of only those matters raised by the petition, unless the appeal authority, by motion and majority vote, enlarges the scope of the appeal to accept information on other matters.

10-11-3: PRESUBMISSION MEETING:

It is strongly recommended that the applicant for a subdivision schedule a presubmission meeting with the ~~town administrator~~town manager, or another representative of the town designated by the ~~town administrator~~town manager.

A. The ~~town administrator~~town manager or his designated representative may extend an invitation to the presubmission meeting to any servicing utility companies, the Salt Lake Valley health department, the state department of transportation, the unified fire authority, and any other private or public body that has jurisdiction or an interest in providing services to the subdivision.

B. At the presubmission meeting, the applicant may bring any materials to assist the parties at the meeting in identifying the location of the potential subdivision, the size and layout of the subdivision, and any potential problems or challenges to creating the subdivision.

C. Due to the unique terrain of the real property within the town, the ~~town administrator~~town manager or his designated representative may require that the applicant submit additional information, as set forth in subsection 10-11-4B3 of this chapter.

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10-11-4: APPLICATION FOR SUBDIVISION:

The applicant for a subdivision shall prepare and submit an application to the ~~town administrator~~ town manager or his designated representative. The application shall include three (3) copies of a complete preliminary plat and three (3) completed application forms for the subdivision, including all required maps and charts. All application materials shall be submitted at the same time in order to be considered for completeness. Following a determination that the application is complete, the application shall be placed on the next available planning commission regular meeting agenda for review. A complete application shall include the following items:

A. Preliminary Plat: The preliminary plat shall be prepared by a licensed surveyor, and shall include the name and address of the surveyor responsible for preparing the preliminary plat, and shall include a certification that the surveyor holds a license in accordance with Utah Code Annotated title 58, chapter 22, as amended or replaced, and has completed a survey of the property in accordance with Utah Code Annotated section 17-23-17, as amended or replaced. The preliminary plat shall describe or specify:

1. A name or designation of the subdivision that is distinct from any plat already recorded in the county recorder's office;
2. North arrow, graphic and written scale, legend, basis of bearings used, and a vicinity map of the site;
3. The legal description of the entire subdivision site boundary;
4. The boundaries, course and dimensions, and acreage or square footage for all parcels of ground divided, whether the owner proposes that any parcel or ground is intended to be used as a street or for any other public use, and whether any such area is reserved or proposed for dedication for a public purpose;
5. For all parcels, the proposed lot or unit reference, block or building reference, street or site address, street name or coordinate address (to be approved by the planning commission as part of the application review process);
6. Every existing right of way and easement grant of record for underground facilities and for all other utility facilities;
7. The anticipated net developable acreage for each lot;
8. The names and addresses of the applicant and owner of the property, the engineer or surveyor of the subdivision and the owners of the land immediately adjoining the land to be subdivided and within three hundred feet (300') of the boundaries of the proposed subdivision.

B. Application: The town administration may create an application form based upon the requirements of this section. A complete application shall include all of the following information:

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1. Property Information: The date of the application, the name, address, phone number, e-mail address, and signature of the applicant and the owner of the property, the current zoning of the property, the location and address of the proposed subdivision, the total acreage of the subdivision, and the number of proposed lots. All persons with a fee interest in the property shall sign the subdivision application form.

2. Site Information: The following subdivision site information is required for a complete application and shall be provided at the same scale as the preliminary subdivision plat, on separate sheets if necessary:

a. The identification of known and potential natural features on a map, including, but not limited to, jurisdictional wetlands as identified by the U.S. army corps of engineers, known or potential natural Waterways, Top of Bank, and any potential natural hazards, including avalanche paths, liquefaction areas, and areas of soil instability, and all on site vegetation regulated by town ordinance. A final map identifying known and potential natural features as described in this section and identified by the building official will be reviewed and approved or denied by the planning commission as part of the application review process.

b. The location and dimensions of all existing buildings, fence lines and property lines, overlaid on the proposed subdivision layout, and the location of surrounding manmade features and improvements, including buildings and roads, and natural features, including significant landmarks and geologic features.

3. Evidence Of Availability Of Necessary Services: The following information is necessary to establish the availability of basic services to the proposed subdivision and the subdivision application is complete only when all basic services are available to the site and to each proposed subdivision lot, and approved in writing by the designated authority:

a. Culinary Water Requirements: Salt Lake City department of public utilities, water division, Salt Lake Valley health department, and the ~~town administrator~~town manager or his designated representative, are hereby designated collectively as the "culinary water authority", as further defined in Utah Code Annotated title 10, chapter 9a, as amended or replaced. Such culinary water authority shall evaluate and approve the proposed culinary water system for the subdivision. The applicant shall provide all information required by the culinary water authority (and other applicable agency described below, if any), including, but not limited to, evidence of the source, quantity, quality and means of delivery of the proposed culinary water to the proposed subdivision and each proposed lot. Certain property within the town boundaries may not be eligible to be served by the town culinary water system or able to be supplied water through the town contract for water with Salt Lake City, and shall be required to obtain approval from any additional public or private agency with jurisdiction over the proposed water source or delivery system.

b. Wastewater Requirements: Salt Lake Valley health department, environmental health division, Salt Lake County service area no. 3, Cottonwood improvement district, and the ~~town administrator~~town manager or his designated representative, are hereby designated collectively as the "sanitary sewer authority", as further defined in Utah Code Annotated title 10, chapter 9a,

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as amended or replaced. Each sanitary sewer authority shall evaluate and approve the proposed sanitary sewer system. The applicant shall provide all information and materials as required by the sanitary sewer authority.

c. Fire And Emergency Requirements: The Unified Fire Authority is hereby designated as the "fire authority", as further defined in Utah Code Annotated title 10, chapter 9a, as amended or replaced. The fire authority shall evaluate and approve the proposed fire suppression infrastructure and emergency access to the proposed subdivision. If the proposed subdivision does not include year round motor vehicle (as defined by Utah Code Annotated) access to all proposed lots and proposed and existing roads, streets and adjacent properties, the application shall include an emergency access mitigation plan, approved by the fire authority and the town. The applicant shall provide all information and materials as required by the fire authority.

d. Subdivision Roads And Streets: All proposed subdivision streets shall be evaluated and approved by the ~~town administrator~~town manager or his designated representative, and if appropriate, the state department of transportation. The proposed street layout shall provide adequate and safe year round access to all proposed lots and proposed and existing roads, streets and adjacent properties. If the proposed subdivision does not include year round motor vehicle (as defined by Utah Code Annotated) access to all proposed lots and proposed and existing roads, streets and adjacent properties, the application shall include a parking and access mitigation plan. If the proposed subdivision will be accessed from a state highway, an appropriate access permit as required by the state department of transportation, shall be provided with the application materials in order to be a complete application. If the proposed subdivision will be accessed from U.S. Forest Service property, the applicant shall provide any appropriate access or special use permits as required by the U.S. Forest Service with the application materials in order to be a complete application.

e. Avalanche Hazards: The town marshal department shall evaluate and approve the subdivision application provisions for avalanche safety and interlodge controls. The application shall include maps and descriptions of known avalanche slide paths and shall include a proposed plat note describing the risks of building in an avalanche zone and an acknowledgment limiting the town liability for hazards associated with avalanches. A final map identifying known avalanche slide paths shall be certified by a qualified avalanche expert and will be reviewed and approved or denied by the planning commission as part of the application review process. The proposed plat note shall further acknowledge the responsibility of any landowner within the subdivision to comply with the town interlodge procedures and avalanche design and construction requirements, and the applicant and current landowner agreement to sign and record the town avalanche hold harmless agreement concurrently with the recordation of the plat.

f. Additional Information And Materials When Necessary: When the ~~town administrator~~town manager or his designated representative deems necessary due to the characteristics of the property to be subdivided, the applicant may be required to provide other information or letters of feasibility from other agencies with jurisdiction over the property to be subdivided, conduct studies, and provide evidence indicating the suitability of the area for the proposed subdivision, including, but not limited to, adequacy of public safety and fire protection,

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geologic or flood hazard, erosion control, preservation of vegetation, and any other physical or environmental matters in conformance with the town zoning ordinances. Such additional requirements shall be made of the applicant at the presubmission meeting, or reasonably soon thereafter.

10-11-6: APPLICATION COMPLETION TIME LINE:

A. Determination Of Completeness Of Application: After receipt of an application, the ~~town administrator~~town manager or his designated representative shall determine whether the application is complete. An application for subdivision is only complete when it includes all information and approvals listed in this chapter. If the ~~town administrator~~town manager or his designated representative determines that the application is not complete, the ~~town administrator~~town manager or his designated representative shall notify the applicant in writing, specifying the deficiencies of the application, including any additional information which must be supplied. No further action will be taken by the town until the deficiencies are corrected.

B. Remedy Of Deficiencies: The applicant shall correct all specified deficiencies within ninety (90) days of the written notification of such deficiencies. If the applicant fails to correct the specified deficiencies within such ninety (90) day period, the application for subdivision shall be deemed withdrawn and will be returned to the applicant. Application fees shall not be refunded. Any further submissions shall be considered only as part of a new application.

C. Extensions Of Time: The ~~town administrator~~town manager or his designated representative, upon written request from the applicant, may grant the applicant one automatic thirty (30) day extension to correct the specified deficiencies.

10-14-3: PRESUBMISSION MEETING:

Any land use applicant under this chapter shall schedule a presubmission meeting with the ~~town administrator~~town manager. Reference herein to the ~~town administrator~~town manager shall mean to the ~~town administrator~~town manager or another representative of the town designated by the ~~town administrator~~town manager, if any.

A. The ~~town administrator~~town manager may extend an invitation to the presubmission meeting to any servicing utility companies, the Salt Lake Valley health department, the Utah department of transportation, the unified fire authority, and any other private or public body that has jurisdiction or an interest in providing services to the potential land use.

B. At the presubmission meeting, the applicant may bring any materials to assist the parties at the meeting in identifying the location of the subject property, the potential land use, the size and layout of the potential improvements or development, and any potential problems or challenges to developing the subject property.

C. Due to the unique terrain of the real property within the town, the ~~town administrator~~town manager may require that the applicant submit additional information.

10-14-4: APPLICATION AND CONCEPTUAL PLAN/PRELIMINARY PLAT:

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A. At any time after the presubmission meeting, a land use applicant shall submit an application as described below and all additional information as required by this section. All application materials shall be submitted at the same time in order to be considered for completeness.

B. The following shall be submitted to the ~~town administrator~~town manager, unless waived by the ~~town administrator~~town manager as not applicable:

1. Complete Application And Fees: A complete application form for the proposed land use and all applicable fees.

2. Application Fees And Technical Expertise And Engineering Fees: To be considered complete, the application for the land use shall be accompanied by all fees established on the town's fee schedule. The applicant shall pay all expenses of reviewing and approving the land use, if any, including the town's fees for hiring individuals with technical expertise, legal counsel, and engineers to review the application.

3. Application Information And Materials: A complete application shall include the following information and materials:

a. Sketch/Site Plan Drawing: A scaled sketch/site plan drawing of the proposed development site. At a minimum, the site plan shall include the following:

(1) North arrow;

(2) Name of proposed development or land use, if applicable;

(3) Name, phone number, and address of applicant/developer;

(4) Name, phone number, and address of property owner;

(5) Drawing of proposed improvements, including buildings, driveways, roads, and parking, and existing vegetation and slopes;

b. Vicinity Map: A vicinity map containing sufficient information to accurately locate the property shown on the plan;

c. Property Information: Property information, including address, zoning, acreage, and location of proposed lots or buildings within the proposed land use; and

d. Site Information: Site information, including property lines, fence lines, natural features, natural hazards, and avalanche hazards.

e. Evidence Of Availability Of Necessary Services: The following information is necessary to establish the availability of basic services to the proposed land use. The land use application is complete only when the applicant has submitted evidence that all basic services are available to the site (and if applicable, to each proposed lot), and the proposed land use has been approved in writing by the designated authority.

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(1) Culinary Water Requirements: Salt Lake City department of public utilities, water division, Salt Lake Valley health department, and the ~~town administrator~~town manager, are hereby designated collectively as the "culinary water authority", as further defined in Utah Code Annotated title 10, section 9a, as amended or replaced. Each culinary water authority shall evaluate and approve the proposed culinary water system for the land use. The applicant shall provide all information required by the culinary water authority, including, but not limited to, evidence of the source, quantity, quality, and means of delivery of the proposed culinary water to the proposed land use, and if applicable, to each proposed lot. Certain property within the town boundaries may not be eligible to be served by the town culinary water system or able to be supplied water through the town's contract for water with Salt Lake City, and shall be required to obtain approval from any additional public or private agency with jurisdiction over the proposed water source or delivery system, prior to the land use application being deemed complete.

(2) Wastewater Requirements: Salt Lake Valley health department, environmental health division, Salt Lake County service area no. 3, Cottonwood improvement district, and the ~~town administrator~~town manager, are hereby designated collectively as the "sanitary sewer authority", as further defined in Utah Code Annotated title 10, section 9a, as amended or replaced. Each sanitary sewer authority shall evaluate and approve the proposed sanitary sewer system. The applicant shall provide all information and materials as required by the sanitary sewer authority.

(3) Fire And Emergency Requirements: The unified fire authority is hereby designated as the "fire authority", as further defined in Utah Code Annotated title 10, section 9a, as amended or replaced. The fire authority shall evaluate and approve the proposed fire suppression infrastructure and emergency access to the land use, and if applicable, to each proposed lot. If the proposed land use does not include year round motor vehicle (as defined by the Utah code) access to all proposed lots and proposed and existing roads, streets, and adjacent properties, the application shall include an emergency access mitigation plan, approved by the fire authority and the town. The applicant shall provide all information and materials as required by the fire authority.

(4) Avalanche Hazards: The town marshal's department shall evaluate and approve the land use application's provisions for avalanche safety and interlodge controls. The application shall include maps and descriptions of known avalanche slide paths and, if applicable, shall include a proposed plat note describing the risks of building in an avalanche zone and an acknowledgment limiting the town's liability for hazards associated with avalanches. The proposed plat note shall further acknowledge the responsibility of any landowner within the land use to comply with the town's interlodge procedures and avalanche design and construction requirements, and the applicant's and current landowner's agreement to sign and record the town's avalanche hold harmless agreement concurrently with the recordation of the plat. In all proposed land uses (including those where a plat is not required), it shall be a condition of the respective approval or permit to require that every landowner within the proposed development comply with the town's interlodge procedures and avalanche design and construction requirements, and each applicant and landowner shall sign and record the town's avalanche hold

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harmless agreement concurrently with the issuance of the relevant approval or permit. Other requirements may be imposed on any particular building or project to address or mitigate potential avalanche hazards.

10-14-5: CONCEPTUAL PLAN AND APPLICATION COMPLETENESS:

A. Determination Of Completeness: Upon receipt of the application form, information and fees required in section 10-14-4 of this chapter, the ~~town administrator~~town manager shall determine whether the application is complete. A land use application is only complete if it includes all required materials listed in section 10-14-4 of this chapter. If the ~~town administrator~~town manager determines that the application is not complete, the ~~town administrator~~town manager shall notify the applicant in writing, specifying the deficiencies of the application, including any additional information which must be supplied. No further action will be taken on the application by the town until the deficiencies are corrected.

B. Remedy Of Deficiencies: The applicant shall correct all specified deficiencies within ninety (90) days of the written notification of such deficiencies. If the applicant fails to correct the specified deficiencies within such ninety (90) day period, the application shall be deemed withdrawn and will be returned to the applicant. Application fees and technical expertise and engineering fees shall not be refunded. Any further submissions shall only be considered as part of a new application.

C. Extensions Of Time: The ~~town administrator~~town manager may, upon written request from the applicant, grant the applicant one automatic thirty (30) day extension to correct the specified deficiencies.

10-14-6: SUBMISSION:

Following a determination by the ~~town administrator~~town manager that the application is complete, the land use application will be placed on the next available land use authority regular meeting agenda for review.

10-14-7: REVIEW:

A. ~~Town Administrator~~Town Manager Review: Upon receipt of the land use application, the land use authority may request a staff report reflecting an overview of the land use application and an analysis of the land use application's compliance with the town's ordinances and general plan from the ~~town administrator~~town manager.

B. Public Meetings: The land use authority shall review the land use application at one or more public meetings for compliance with the town's ordinances and general plan.

C. Applicant Presentation: The land use authority may request a presentation or appearance at a public meeting from the land use applicant to present and discuss the land use application.

D. Application Deficiencies: The land use authority may identify deficiencies in the land use application and request that the applicant submit additional information or documents to come into compliance with the town's ordinances and general plan.

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E. Applicant Submission Of Additional Materials: During the land use authority's review of the application, if the applicant determines that additional materials are appropriate to comply with the town's ordinances or general plan or to generally assist the land use authority with its review of the application, the applicant may, at least ten (10) days prior to the next regularly scheduled land use authority meeting on which the application is to be considered as part of the agenda, submit additional information, including more detailed plans, plats, and/or other materials.

F. Additional Materials: The land use authority, upon its own motion or upon the recommendation from the ~~town administrator~~town manager or designee, or the town building official, may request additional information and materials if determined by the land use authority to be necessary or helpful to the land use authority's review of the application, including, but not limited to, the following information:

1. A traffic and/or parking study (as determined by the land use authority) prepared by a qualified traffic engineer.
2. Where applicable, a geotechnical study, which shall include groundwater depths, soil stability, and/or avalanche hazard potential.
3. A final site plan of the proposed development.
4. Final approvals, as necessary, from the culinary water authority, the sanitary sewer authority, the fire authority and/or the town marshal's department, and any related plans, plats, or submissions required to comply with the ordinances, requirements, rules, and regulations of the culinary water authority, sanitary sewer authority, fire authority, and/or the town marshal's department.
5. Evidence of lawful access to the property.
6. Any approvals, as necessary, from outside agencies that have jurisdiction over any aspect of the property, such as from the United States forest service or the U.S. corps of army engineers.
7. Identification of natural features on a map including, but not limited to, known jurisdictional wetlands as identified by the U.S. army corps of engineers, known or potential natural waterways, and any potential natural hazards, including avalanche paths, seismic conditions (including liquefaction information and fault lines), and areas of soil instability, and all on site vegetation as regulated by town ordinance. A final map identifying natural features as described in this section and identified by the building official will be reviewed and approved or denied by the land use authority as part of the application review process.

G. Adverse Impacts: To mitigate possible adverse impacts from the proposed development, the land use authority shall determine from a review of the application, conceptual plan, and preliminary plat whether the soil, slope, vegetation, and drainage characteristics of the site are such as to require substantial cutting, clearing, and other earth working operations in the construction of the development or otherwise create an erosion hazard. If so, the land use authority shall require the applicant to provide soil erosion, geological hazard, and sedimentation

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control plans and specifications, each of which shall be prepared by a qualified professional team with the costs of preparation of such plans and specifications being borne by the applicant.

H. Additional Concerns: In addition, given the unique nature of the topography, vegetation, soils, climatic, and aesthetic characteristics of the property within the town, the land use authority may also consider the following elements, among other relevant considerations, in its review of the application:

1. Natural setting of the proposed land use, including wildlife habitats.
2. Relationship of the proposed land use and improvements with other structures and open spaces.
3. Contour intervals and topographic features of the location of the proposed land use.
4. Height, density, and species of existing vegetation, and application of applicable vegetation removal ordinances.
5. Scenic vistas and sight lines as existing and of the proposed land use.
6. Other elements deemed appropriate to ensure that the purposes of this chapter and other applicable town ordinances and general plan are met.

10-14-8: FINAL APPROVAL OR DENIAL; ADDITIONAL SUBMISSIONS:

A. Approval Or Denial: Within one year after receiving the complete land use application from the ~~town administrator~~town manager, and after review of the land use application at one or more public meetings, the land use authority shall approve or deny the land use application. The land use authority shall only approve those land use applications which:

1. Are in accordance with the intent, standards, and criteria specified in the town's general plan and ordinances;
2. Create no financial hardship on the town; and
3. Create no environmental consequence that will adversely impact adjacent properties and the health, safety, or welfare of the inhabitants of the town when weighed against the positive impacts of such development.

B. Requirements Waived: The land use authority may waive any requirements under this ordinance or the town's ordinances which it determines are not applicable to the proposed land use or land use application.

C. ~~Town Administrator~~Town Manager's Role: The land use authority may seek the direction, review, analysis of whether the land use application complies with the town's ordinances and general plan, and/or recommendation as to whether the land use application should be approved or denied from the ~~town administrator~~town manager.

D. Extensions Of Time: The land use authority may grant up to a one year extension to the applicant, during which time the land use authority will refrain from making a decision to either

EXHIBIT 2

approve or deny the application. The extension may be granted by the land use authority if the applicant requests such an extension in writing prior to the expiration date and shows good cause for the extension. The land use authority may request that the applicant keep the land use authority updated throughout the extension period on any progress made on the land use application, and the applicant may submit new information to the land use authority at any time during the extension period.

E. Expiration Of Approvals: For any approved development, project, or land use under this chapter which requires a plat, such plat must be recorded within one year of the land use authority's approval date or the plat and the approval will be deemed void. For any approved conditional use or other land use which does not require a plat, the conditional use or other land use approval will expire within one year of the land use authority's approval date unless there is substantial action, including construction, consistent with the approved land use permit.

10-14-9: PUBLIC NOTICE TO BE POSTED:

A. Every person submitting a land use application under this chapter shall post and maintain a notice at the affected real property as provided in this section, within three (3) business days after submitting the application to the town.

B. The town shall process and consider the land use application only if the applicant complies with this section.

C. The notice shall be a white weatherproof sign, at least two feet by two feet (2' x 2') in size, posted securely at least four feet (4') above ground level on a stake, post, fence or other structure within six feet (6') of the primary access to the affected real property from a right of way, commonly used way of public travel, or public road, and legible from the right of way, way of travel or public road.

D. The notice shall contain in black print:

1. In letters at least one inch (1") high:

NOTICE OF PROPOSED LAND USE.

2. In letters at least one-fourth inch (1/4") high:

[Applicant's name] has filed an application to the Town of Alta on [date filed] for a permit to change the land use on the real property at [street address, or if the property has no street address, plain English description of property location] as follows: [a description of the material features of the proposed conditional uses, planned unit development or other land use applied for], as shown on the site plan below. More information and a copy of the permit application are available at the Town of Alta: 801-742-3522 and www.townofalta.com.

3. The information required by the bracketed words in subsection D2 of this section.
4. The sketch/site plan required by subsection 10-14-4B3a of this chapter, reproduced clearly and as large as possible within the area of the sign.

EXHIBIT 2

E. The notice shall remain posted until approval or denial of the application, disposition of all appeals, or expiration of time to appeal, whichever occurs later.

F. In the event that it is or becomes impracticable to post or maintain the signage notice required by this section, for example due to snow removal, snow storage, location, or physical attributes of the property, the ~~town administrator~~town manager may exercise discretion to waive or modify some or all of the signage notice requirements of this section in a reasonable manner that is not materially more burdensome to the applicant, and that gives effect as much as practicable to the purposes of this section.

G. The town of Alta shall post on its public website a copy of every land use application filed under this section until approval or denial of the application, disposition of all appeals, or expiration of time to appeal; whichever occurs later.

11-4-1: DESIGNATION OF FLOODPLAIN ADMINISTRATOR:

The ~~town administrator~~town manager, or his designated representative, is hereby appointed the floodplain administrator to administer and implement the provisions of this title and other appropriate sections of 44 CFR (national flood insurance program regulations) pertaining to floodplain management.

INTERLOCAL COOPERATION AGREEMENT

between

TOWN OF ALTA

and

**SALT LAKE COUNTY on behalf of the
COUNTY CLERK'S ELECTION'S DIVISION**

FOR MUNICIPAL ELECTION

THIS AGREEMENT is made and entered into the ____ day of _____, 2023, by and between SALT LAKE COUNTY (the "County"), a body corporate and politic of the State of Utah, on behalf of the Salt Lake County Clerk's Office, Elections Division; and the TOWN OF ALTA ("Alta") a municipal corporation created under the laws of the State of Utah.

RECITALS:

WHEREAS, the County desires to provide the services of its clerk's office, elections division, to Alta for the purpose of assisting Alta in conducting its 2023 primary and general municipal elections; and

WHEREAS, Alta desires to engage the County for such services; and

WHEREAS, the parties are public agencies and are therefore authorized by the Utah Interlocal Cooperation Act, UTAH CODE §§ 11-13-101 to -608 (2022), to enter into agreements to cooperate with each other in a manner which will enable them to make the most efficient use of their resources and powers.

AGREEMENT:

NOW THEREFORE, in exchange for valuable consideration, including the mutual covenants contained in this Agreement, the parties covenant and agree as follows:

1. **Term.** The County shall provide election services described below to Alta commencing on the date this Agreement is approved by both parties and terminating on December 31, 2023. Either party may cancel this Agreement upon thirty (30) days written notice to the other party. Upon such cancellation, each party shall retain ownership of any property it owned prior to the date of this Agreement, and Alta shall own any property it created or acquired pursuant to this Agreement.

2. **Scope of Work.** The services to be provided by the County shall be as set forth in the Scope of Work, attached hereto and incorporated by reference as Exhibit "A." Generally, the County shall perform the listed election functions as set forth in Exhibit "A" and as needed to ensure implementation of Alta's 2023 primary and general municipal elections.

3. **Legal Requirements.**

a. The County and Alta understand and agree that Alta's 2023 primary and general municipal elections are Alta's elections. Alta shall be responsible for compliance with all legal requirements for these elections. Alta agrees to translate ballot issues, if any, into Spanish. The County will provide the remaining Spanish translations for the ballot and other election materials as required by law. The County agrees to work with Alta in complying with all legal requirements for the conduct of these elections and conduct these elections pursuant to the direction of Alta, except as provided in this Agreement and Exhibit "A." The County agrees to disclose and maintain election results through its website merely as a courtesy and convenience to Alta. Alta, and not the County, is responsible to resolve any and all election questions, problems, and legal issues that are within Alta's statutory authority.

b. The County and Alta understand and agree that if the County provides services or resources to conduct an instant runoff voting election as described in sections 20A-4-603 and -604, UTAH CODE (2022) ("Rank Choice Voting"), the estimated cost of administering such an election will be provided to Alta at a later time.

c. If Alta decides to hold a Rank Choice Voting election, then, in accordance with Utah Code § 20A-4-602(3)(a), it shall provide the Lt. Governor and the County notice of its intent to use Rank Choice Voting as its selected method of voting, no later than May 1, 2023.

d. The County has the full ability to conduct Rank Choice Voting for races involving no more than 10 candidates. Alta therefore acknowledges that if the County conducts a Rank Choice Voting race involving more than 10 candidates, then the County will be able to count only the first ten valid preference rankings cast by each voter in that race. Alta hereby assumes full risk and liability for, and agrees to indemnify and hold harmless the County, its agents, officers and employees from and against, any and all actions, claims, lawsuits, contests, controversies, challenges, proceedings, liability, damages, losses and expenses (including attorney's fees and costs) arising out of or resulting from Alta's decision to use of Rank Choice Voting in a race involving more than 10 candidates. Moreover, the County reserves the right to refuse to conduct a Alta election, or any contest, that includes a Rank Choice Voting race involving more than 10 candidates. The County's exercise of such a right shall be effective immediately upon written notice to Alta and shall not be construed as a breach of, or an event

of default under, this Agreement, and said exercise shall be without any liability of, or penalty to, the County.

4. **Cost.** In consideration of the services performed under this Agreement, Alta shall pay the County. The estimated cost of such services shall be provided in Exhibit "B," and will be attached hereto and incorporated by reference. The County shall provide a written invoice to Alta at the conclusion of the elections, and Alta shall pay the County within thirty days of receiving the invoice. The invoice shall contain a summary of the costs of the election and shall provide the formula for allocating the costs among the issues and jurisdictions participating in the elections. In the case of a vote recount, election system audit, election contest, or similar event arising out of Alta's election, Alta shall pay the County's actual costs of responding to such events, based on a written invoice provided by the County. The invoice amount for these additional services may cause the total cost to Alta to exceed the estimate given to Alta by the County. For such consideration, the County shall furnish all materials, labor and equipment to complete the requirements and conditions of this Agreement.

5. **Governmental Immunity.** Alta and the County are governmental entities and subject to the Governmental Immunity Act of Utah, UTAH CODE §§ 63G-7-101 to -904 (2022) (the "Governmental Immunity Act"). Nothing in this Agreement shall be deemed a waiver of any rights, statutory limitations on liability, or defenses applicable to Alta or the County under the Governmental Immunity Act or common law. Each party shall retain liability and responsibility for the acts and omissions of their representative officers. In no event shall this Agreement be construed to establish a partnership, joint venture or other similar relationship between the parties and nothing contained herein shall authorize either party to act as an agent for the other. Each of the parties hereto

assumes full responsibility for the negligent operations, acts and omissions of its own employees, agents and contractors. It is not the intent of the parties to incur by Agreement any liability for the negligent operations, acts, or omissions of the other party or its agents, employees, or contractors.

6. **No Obligations to Third Parties.** The parties agree that the County's obligations under this Agreement are solely to Alta. This Agreement shall not confer any rights to third parties.

7. **Indemnification.** Subject to the provisions of the Act, Alta agrees to indemnify and hold harmless the County, its agents, officers and employees from and against any and all actions, claims, lawsuits, proceedings, liability, damages, losses and expenses (including attorney's fees and costs), arising out of or resulting from the performance of this Agreement to the extent the same are caused by any negligent or wrongful act, error or omission of Alta, its officers, agents and employees and including but not limited to claims that the County violated any state or federal law in the provision of election services under this Agreement.

8. **Election Records.** Alta shall maintain and keep control of all of its records created pursuant to this Agreement and from the elections relevant to this Agreement. Alta shall respond to all public record requests related to this Agreement and the underlying elections and shall retain its election records consistent with the Government Records Access and Management Act, UTAH CODE §§ 63G-2-101 to -901 (2022), and all other relevant local, state and federal laws.

9. **Service Cancellation.** If the Agreement is canceled or terminated as provided above, Alta shall pay the County on the basis of the actual services performed according to the terms of this Agreement. Upon cancellation or termination of this

Agreement by either party, the County shall submit to Alta an itemized statement for services rendered under this Agreement up to the time of said cancellation or termination and based upon the dollar amounts for materials, equipment and services set forth herein.

10. **Legal Compliance.** The County, as part of the consideration herein, shall comply with all applicable federal, state and county laws governing elections. Alta agrees that the direction it gives the County under Utah Code § 20A-5-400.1(2)(a) and this Agreement shall likewise be in strict compliance with all such applicable laws. The County shall be under no obligation to comply with any direction from Alta that is not demonstrably consistent with all applicable federal, state and county laws governing elections.

11. **Agency.** No agent, employee or servant of Alta or the County is or shall be deemed to be an employee, agent or servant of the other party. None of the benefits provided by either party to its employees including, but not limited to, workers' compensation insurance, health insurance and unemployment insurance, are available to the employees, agents, or servants of the other party. Alta and the County shall each be solely and entirely responsible for its own acts and for the acts of its own agents, employees and servants during the performance of this Agreement.

12. **Force Majeure.** Neither party shall be liable for any excess costs if the failure to perform arises from causes beyond the control and without the fault or negligence of that party, e.g., acts of God, fires, floods, strikes or unusually severe weather. If such condition continues for a period in excess of 60 days, Alta or the County shall have the right to terminate this Agreement without liability or penalty effective upon written notice to the other party.

13. **Notices.** Any notice or other communication required or permitted to be given under this Agreement shall be deemed sufficient if given by a written communication and

shall be deemed to have been received upon personal delivery, actual receipt, or within three (3) days after such notice is deposited in the United States mail, postage prepaid, and certified and addressed to the parties as set forth below:

Salt Lake County Salt Lake County Mayor
2001 South State Street, N2-100
Salt Lake City, Utah 84190

and

Ann Stoddard
Admin/Fiscal Manager
Salt Lake County Clerk's Office
2001 South State, Suite S1-200
Salt Lake City, Utah 84190-1050
email: astoddard@slco.org

Alta

Town of Alta

email: _____

14. **Required Insurance Policies.** Both parties to this Agreement shall maintain insurance or self-insurance coverage sufficient to meet their obligations hereunder and consistent with applicable law.

15. **Independent Contractor.** Because the County is consolidating election functions in order to conduct multiple, simultaneous elections on August 15, 2023, and on November 7, 2023, certain decisions by the County referenced in Exhibit "A" may not be subject to review by Alta. It is therefore understood by the parties that the County will act as an independent contractor with regard to its decisions regarding resources, procedures and policies based upon providing a consistent type, scope and level of

service to all participating jurisdictions made for the benefit of the whole as set forth in Exhibit "A."

16. **No Officer or Employee Interest.** It is understood and agreed that no officer or employee of the County has or shall have any pecuniary interest, direct or indirect, in this Agreement or the proceeds resulting from the performance of this Agreement. No officer or employee of Alta or any member of their families shall serve on any County board or committee or hold any such position which either by rule, practice or action nominates, recommends or supervises Alta's operations or authorizes funding or payments to Alta.

17. **Ethical Standards.** Alta represents that it has not: (a) provided an illegal gift to any County officer or employee, or former County officer or employee, or to any relative or business entity of a County officer or employee, or relative or business entity of a former County officer or employee; (b) retained any person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, other than bona fide employees of bona fide commercial agencies established for the purpose of securing business; (c) breached any of the ethical standards set forth in State statute or section 2.07, Salt Lake County Code of Ordinances; or (d) knowingly influenced, and hereby promises that it will not knowingly influence, any County officer or employee or former County officer or employee to breach any of the ethical standards set forth in State statute or Salt Lake County ordinance.

18. **Interlocal Agreement.** In satisfaction of the requirements of the Utah Interlocal Cooperation Act, UTAH CODE §§ 11-13-101 to -608 (2022), (the "Interlocal Act"), in connection with this Agreement, Alta and the County agree as follows:

a. This Agreement shall be approved by each party, pursuant to section 11-13-202.5 of the Interlocal Act;

b. This Agreement shall be reviewed as to proper form and compliance with applicable law by a duly authorized attorney on behalf of each party, pursuant to Section 11-13-202.5 of the Interlocal Act;

c. Any duly executed original counterpart of the Agreement shall be filed with the keeper of records of each party, pursuant to section 11-13-209 of the Interlocal Act;

d. Except as otherwise specifically provided herein, each party shall be responsible for its own costs of any action performed pursuant to this Agreement, and for any financing of such costs; and

e. No separate legal entity is created by the terms of this Agreement. No real or personal property shall be acquired jointly by the parties as a result of this Agreement. To the extent that a party acquires, holds or disposes of any real or personal property for use in the joint or cooperative undertaking contemplated by this Agreement, such party shall do so in the same manner that it deals with other property of such party.

f. County and Alta Representatives.

i. The County designates the County Clerk as the County's representative to assist in the administrative management of this Agreement and to coordinate performance of the services under this Agreement.

ii. Alta designates Alta's _____ [title] as Alta's representative in its performance of this Agreement. Alta's

Representative shall have the responsibility of working with the County to coordinate the performance of its obligations under this Agreement.

19. **Counterparts.** This Agreement may be executed in counterparts by Alta and the County.

20. **Governing Law.** This Agreement shall be governed by the laws of the State of Utah both as to interpretation and performance. All actions including but not limited to court proceedings, administrative proceedings, arbitration and mediation proceedings, shall be commenced, maintained, adjudicated and resolved within Salt Lake County.

21. **Integration.** This Agreement embodies the entire agreement between the parties relating to the subject matter of this Agreement and shall not be altered except in writing signed by both parties.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties have executed this Agreement on the day
and year first above written.

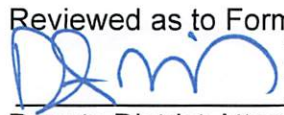
SALT LAKE COUNTY:

Mayor or Designee

Date: _____

Recommended for Approval:

Lannie Chapman
Salt Lake County Clerk

Reviewed as to Form: Adam Miller
 2023.02.06 10:30:17
-07'00'

Deputy District Attorney

Date: _____

TOWN OF ALTA:

By: _____

Name: _____

Title: _____

Date: _____

Approved as to Form:

By: _____

Date: _____

Exhibit "A"
2023 Municipal Elections
Scope of Work

Alta agrees to the consolidation of all election administrative functions to ensure the successful conduct of multiple, simultaneous municipal, local district elections and county elections and the County agrees to conduct vote by mail/consolidated polls elections for Alta.

In a consolidated election, decisions made by the County regarding resources, procedures and policies are based upon providing the same scope and level of service to all the participating jurisdictions and Alta recognizes that such decisions, made for the benefit of the whole, may not be subject to review by Alta.

Services the County will perform for Alta include, but are not limited to:

- Ballot layout and design
- Ballot ordering and printing
- Machine programming and testing
- Delivery of supplies and equipment
- Provision of all supplies
- Election vote centers/early vote locations
- Vote by Mail administration
- Updating state and county websites
- Tabulating, reporting, auditing and preparing canvassing election results
- Conducting recounts as needed
- All notices and mailings required by law (except those required by Utah Code Ann. Ch. 11-14, Part 2 and § 20A-9-203)
- Direct payment of all costs associated with the elections to include vote center workers, training, vote centers, rovers.

Alta will provide all voter education outreach related to Rank Choice Voting, if applicable.

Alta will provide the County Clerk with information, decisions, and resolutions and will take appropriate actions required for the conduct of the elections in a timely manner.

The County will provide a good faith estimate for budgeting purposes (Exhibit "B"). Election costs are variable and are based upon the offices scheduled for election, the number of voters, the number of jurisdictions participating as well as any direct costs incurred.

Alta will be invoiced for its pro-rata share of the actual costs of the elections which are estimated in Exhibit B. In the event of a state or county special election being held in conjunction with a municipal election, the scope of services and associated costs, and the method of calculating those costs, will remain unchanged.

Exhibit "B"

2023 Election Costs

Town of Alta

Below is the good faith estimate for the upcoming **2023 Municipal Election** for **Alta**. Assumptions for providing this estimate consist of the following:

- A. Active voters (as of 1/27/2023): **178**
- B. Election for the offices below:

2023 Offices
Council At-Large
Council At-Large

All billing will be based on actual costs.

If your city pursues traditional voting, **not** ranked choice voting (RCV), **and** has a Primary Election and a General Election, the estimated cost would be \$2,500.

If your city chooses RCV for the General Election **and** cancels the Primary Election, the estimated cost would be \$2,500 for the General Election **plus** RCV costs (see below).

If your city chooses RCV for the Primary Election and holds a traditional voting General Election, the estimated cost would be \$2,500 **plus** the RCV costs (see below).

RCV Costs will be applied on a sliding scale, see below. If your city chooses to hold a RCV election for either the Primary or the General, the added costs will be dependent upon how many other cities opt into RCV.

As an example, if Alta is the only city to hold a rank choice voting election, the costs would be as quoted above plus \$36,156. You can see if two cities choose RCV, your added costs would be \$18,078. (And so on and so forth depending on how many cities participate.)

Number of participating municipalities	Allocated costs
1	\$ 36,156
2	\$ 18,078
3	\$ 12,052
4	\$ 9,039
5	\$ 7,231
6	\$ 6,026
7	\$ 5,165
8	\$ 4,520
9	\$ 4,017
10	\$ 3,616
11	\$ 3,287
12	\$ 3,013

Number of participating municipalities	Allocated costs
13	\$ 2,781
14	\$ 2,583
15	\$ 2,410
16	\$ 2,260
17	\$ 2,127
18	\$ 2,009
19	\$ 1,903
20	\$ 1,808
21	\$ 1,722
22	\$ 1,643
23	\$ 1,572

Alta Town Council

Staff Report



To: Town Council

From: Chris Cawley, Assistant Town Administrator

Re: Shuttle Program

Date: March 1, 2023

Attachments:

Background

Since roughly 2010, Alta Chalets has coordinated between various Alta community partners to contribute funding to what has been known as the “Alta Resort Shuttle,” a free, around-town service operated by Alta Shuttle that makes trips between residential areas along the Bypass Road, Alta Ski Area base facilities, and other locations. Over the past two seasons, partners have contributed more funding to support additional shuttle service programs. Below is a summary of the three distinct shuttle service programs operating in Alta this winter. All three services are free of charge and open to the public:

- Traditional “Resort Shuttle” running between residential areas on the bypass road, Alta Ski Area base facilities, and other locations in Alta
- New “Town Shuttle” service primarily intended to pick bus passengers up at the GMD bus stop and circulate between numerous former Ski Bus stop locations, including the Snowbird Cliff Lodge
- The “Night Shuttle,” which was first offered in ski season 21-22, and offers rides upon request between Alta and Snowbird

Alta Chalets has indicated that after 13 years of doing so, they no longer want to coordinate between funding partners or otherwise manage the shuttle program. Alta Chalets does not retain any of the contributions collected to fund shuttle operations, and they have managed the program essentially as a service to the community. If another entity does not step forward to take over the program, the program may not operate next season.

Request for Town Council Discussion and Possible Action: Should the Town of Alta Consider Operating a Shuttle Program in the Future?

There is some precedent for the Town of Alta offering shuttle services, which is that the Town of Alta funded and managed a contract with a transportation company to offer

the Albion Basin Summer Shuttle service for many years. Additionally, there are numerous examples of local governments in ski area communities (separately from special-purpose transit districts like UTA) offering local transportation services similar to Alta's shuttle program. Staff has been discussing the feasibility and desirability of the Town leading an effort to plan for the future of the shuttle program, but before we advance our conversation any further or assemble a working group to plan the next steps, we'd like to understand whether the council is comfortable with staff taking this next step. Council members may ask questions or discuss the topic and may consider a simple motion of support.

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

Exhibit A

The following written public comments were received are to be included in the March 8, 2023 Town council meeting minutes.

<u>Pages</u>	<u>Document</u>	<u>Date Received</u>
2	Randhir Jhamb	February 13, 2023
3	Eddie Clardige	March 6, 2023
4	Patrick Shae	March 6, 2023
5	Harris Sondak	March 7, 2023
6	Craig Heimark	March 7, 2023
7	Paul and Kim Hooper	March 8, 2023

From: noreply@townofalta.com
To: [Molly Austin](#); [Jen Clancy](#)
Subject: New submission from Submit a Public Comment
Date: Monday, February 13, 2023 12:21:53 PM

Name

Randhir Jhamb

Phone**Address**

9880 East Peruvian Acre
Creekside Chalet
Alta, Utah 84092
[Map It](#)

Email**Town Affiliation**

- Resident
- Property Owner

Comment Subject

Thank you for your Service!

Comment

John,
Thank you so much for educating me, as a new property owner in 1996, to the ways of Alta. What's allowed, and what will never be allowed, as far as codes and restrictions. Helping to facilitate the resolution of problems for the Town, and the Peruvian Acres neighborhood. Everything worked out, and Bodhi and I look forward to seeing you on the road, or at Alta, in the future. Ride safe. Let us know where you will be on your own travels, and you are always welcome at the Creekside Chalet...

Regards,

Randhir

Is this comment to be included in the minutes for the next Town Council meeting?

- Yes

Molly Austin

From: noreply@townofalta.com <info@townofalta.com>
Sent: Monday, March 6, 2023 3:43 PM
To: Molly Austin; Jen Clancy
Subject: New submission from Submit a Public Comment

Name

Eddie Claridge

Phone

Address

PO Box 8088
Alta UT
[Map It](#)

Email

Town Affiliation

- Property Owner

Comment Subject

John Guldner

Comment

Thanks John for all your hard work through the years!

Is this comment to be included in the minutes for the next Town Council meeting?

- Yes

Molly Austin

From: noreply@townofalta.com <info@townofalta.com>
Sent: Tuesday, March 7, 2023 7:46 AM
To: Molly Austin; Jen Clancy
Subject: New submission from Submit a Public Comment

Name

Harris Sondak

Phone

Email

Town Affiliation

- Other

If other, please specify:

Former mayor and town council member

Comment Subject

John Guldner

Comment

It is unique to have had the opportunity to work with someone with the depth of knowledge and passion possessed by John Guldner. The town and I frequently benefited by John's ability to understand the most arcane information and nuance about surprisingly complicated issues. Many people in Alta's community – from homeowners, to business managers, to guests, to elected officials – do not fully grasp the overlapping jurisdictions that affect the welfare of our community, but John clearly did. For many decades now, John dedicated himself to helping Alta and its community members thrive. John, Alta will not be the same without you; I wish you all the best.

Is this comment to be included in the minutes for the next Town Council meeting?

- Yes

Molly Austin

From: noreply@townofalta.com <info@townofalta.com>
Sent: Monday, March 6, 2023 5:46 PM
To: Molly Austin; Jen Clancy
Subject: New submission from Submit a Public Comment

Name

patrick shea

Phone

Address

2568 S Elizabeth St
4
Salt Lake City, ut 84106
[Map It](#)

Email

Town Affiliation

- Other

If other, please specify:

One of three founders of Friends of Alta

Comment Subject

Complimenting John Guldner's service to Alta

Comment

Through the Alta grape vine I heard that the invaluable John Guldner is leaving. I have skidded Alta since 1956, was married there in 1980 and my ashes will be sprinkled in Albion Basin upon my pasting. I have said on several occasions that Alta is "a state of mind". John has been a intrathecal part of preserving the environs of Alta. His dedication to public service is extraordinary. I wish many of the towns and cities I work with had as competent person is John. He will be missed, but I should warn you John, I still have your cell number. Best wishes and stay healthy.
Pat Shea

Is this comment to be included in the minutes for the next Town Council meeting?

- Yes

Molly Austin

From: noreply@townofalta.com <info@townofalta.com>
Sent: Tuesday, March 7, 2023 6:44 PM
To: Molly Austin; Jen Clancy
Subject: New submission from Submit a Public Comment

Name

Craig Heimark

Phone

Address

10645 E. Little Cottonwood Canyon Rd
Alta, Utah 84092
[Map It](#)

Town Affiliation

- Property Owner

Comment Subject

John Guldner

Comment

To me John Guldner is a living embodiment of the values and qualities that make Alta special.

From a young age, John was active (and accomplished) in outdoor sports and for many years I have seen him hiking at full speed, usually with weights, on our local trails. John is a person who utilizes, embraces, and helps preserve Alta as a destination for the aficionados of outdoor recreation.

John has brought that perspective to bear in his position of Alta Town Administrator. Whenever I wanted to do something that required conversations with the Forest Service or Town of Alta, John was my first call, as he had all the relationships needed to guide me through the steps.

John's knowledge of Town of Alta history is encyclopedic. Often, when I am puzzled about certain policies, John narrates the convoluted path which brought us to the current state, and it all makes sense.

John is truly irreplaceable. His human database of Alta history, his nuanced balancing of business and environmental considerations, his understanding of Utah's legal constraints and ToA building code cannot be replaced by a single person. Alta will go on to its future, but John's attitude, presence and capabilities will be sorely missed.

Is this comment to be included in the minutes for the next Town Council meeting?

- Yes

Molly Austin

From:
Sent: Wednesday, March 8, 2023 11:00 AM
To: Molly Austin
Subject: John

Sitting on a plane heading home and trying to link into say how much the Hooper's are going to miss John's way and his effectiveness with taking care of us up in the canyon. He's made our experience painless and will sorely missed. Town will have its work cut out finding a replacement.

Will him all the best!

Thanks again John for all your help.

Best, Kim & Paul Hooper

Grizzly Gulch

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