MINUTES
WORK SESSION, PUBLIC HEARING &
ALTA TOWN COUNCIL MEETING
Wednesday, November 13, 2024, 4:00 PM
Alta Community Center, 10351 E. Highway 210, Alta, Utah

PRESENT:	Mayor Roger Bourke Councilmember Carolyn Anctil Councilmember John Byrne (attended virtually) Councilmember Elise Morgan (attended virtually) Councilmember Dan Schilling
STAFF PRESENT:	Chris Cawley, Town Manager Mike Morey, Town Marshal Jen Clancy, Town Clerk Molly Austin, Assistant Town Manager Brooke Boone, Deputy Town Clerk Craig Heimark, Treasurer
ALSO PRESENT:	Cameron Platt, Legal Counsel (attended virtually) Polly McLean, Legal Counsel (attended virtually)

WORK SESSION

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

00:00:00

Mayor Bourke called the work session to order.

(John Byrne joined roughly in the middle of the work session)

2. **WORK SESSION ON THE FACILITIES MASTER PLAN, NATE HENRIE FFKR**

00:00:36

Nate Henrie, the project manager and architect from FFKR Architects, introduced his team. Henrie introduced Arrin Holt the principle architect and Roxy Christiensen a document manager for the project. Henrie outlined the scope of work and explained that FFKR was hired to conduct a facility master plan for the town, focusing on assessing the community center, Alta Central, and the town office buildings. The goal was to evaluate whether the current spaces meet the town's needs and what adjustments might be required.

The work session began with Henrie explaining the importance of establishing guiding principles for the town's facilities. These principles would serve as a reference for future design decisions, renovations, or new construction. Henrie guided the council on using an interactive online tool, Miro, to facilitate collaboration. The session focused on brainstorming qualities, aspirations, and key characteristics that the council desired in future facilities.

The council members and staff worked to log into the tool, with technical difficulties being addressed collaboratively. Once logged in, participants were assigned colors to identify their inputs on the virtual board. Henrie and Christensen encouraged participants to generate ideas in short phrases or single words to describe their vision for the facilities. This exercise aimed to collect a broad range of input, which would guide further discussions and planning.

Under the facilitation of Henrie and Christiensen, participants worked collaboratively to group and refine ideas into thematic categories related to town values and future planning. Dan Schilling opened the discussion by expressing concern over the process of sorting contributions. Christiensen clarified that the exercise aimed to group contributions by themes, ensuring all ideas were considered. Henrie outlined the next step, which involved clustering similar ideas into thematic groups. These included qualities such as accessibility, environmental integration, and financial viability.

Carolyn Anctil raised the point that terms like "esthetic" might overlap with "Alta-centric," noting that while the two were related, they reflected distinct concepts for her. Henrie emphasized that these principles were meant to unify participants around shared values, even if individual interpretations varied. This led to a broader discussion, with participants weighing in on the importance of functionality and environmental consciousness.

The group agreed to four overarching themes: "Alta-centric identity," emphasizing the town's unique history and culture; "Aesthetics," addressing the visual and environmental harmony of future developments; "Functionality," which incorporated ideas of multi-purpose use and operational efficiency; and "Stewardship," focusing on environmental responsibility and long-term sustainability. Mayor Bourke and Craig Heimark added further insights, ensuring alignment with the town's heritage and community priorities.

Henrie and Christiensen encouraged participants to provide detailed descriptions for each theme, blending council members' perspectives with staff input. Contributions ranged from discussions about environmental efficiency under "Stewardship" to debates about multi-functional space under "Functionality." The exercise concluded with an acknowledgment of the complexity of balancing diverse community needs, with Henrie summarizing the four themes as guiding principles for future discussions.

Christensen initiated a discussion on the esthetics of town buildings and how they blend into the environment. Anctil and Mayor Bourke highlighted the importance of simplicity and historical consistency, contrasting it with overly ostentatious designs. Schilling and Heimark referenced Alta's long-standing cultural and architectural values, emphasizing their stability over the years. Discussions pivoted on capturing and reflecting these values in future projects while considering variations in building designs across Alta.

Chris Cawley acknowledged the historical struggle to define a consistent Alta design, noting public responses to past projects often expressed dissatisfaction or knowing what we are not. Henrie clarified that the current effort focused on providing a framework for future projects rather than delivering final design solutions. Schilling added that this ongoing dialog is deeply rooted in Alta's community identity.

The meeting transitioned to a practical exercise ranking the town's buildings by improvement priorities using an interactive platform. John Byrne expressed his view that redevelopment potential, such as demolishing and rebuilding structures like Alta Central, should weigh heavily in setting these priorities. Henrie and Schilling supported the idea of incorporating redevelopment assessments into the framework for more informed decision-making.

Henrie outlined criteria used in the building assessment, which evaluated structural, electrical, mechanical, and accessibility conditions, assigning ratings based on urgency and safety. Byrne and Schilling reiterated the need to integrate redevelopment potential earlier in the evaluation process to ensure alignment with long-term goals. As time ran short, the council opted to table the discussion for a future session, recognizing the need for more in-depth deliberation.

3. **MOTION TO ADJOURN**

00:57:35

MOTION: Mayor Bourke motioned to adjourn, and Dan Schilling seconded.

VOTE: All were in favor. The work session was unanimously adjourned.

RESULT: APPROVED

PUBLIC HEARING

1. **CALL THE PUBLIC HEARING TO ORDER**

00:59:20

Mayor Bourke called the public hearing of November 13, 2024 to order.

2. **PUBLIC HEARING TO RECEIVE COMMENT ON PROPOSED SUBDIVISION ORDINANCE 2024-O-9 UPDATE**

01:00:07

Mayor Bourke asked for comments from the public on the proposed subdivision ordinance.

Mark Haik commented that he was unfamiliar with revisions to the LUDMA that necessitated updates to the ordinance. He expressed concerns about several elements within the ordinance, stating that some provisions seemed unnecessary. Specifically, he opposed designating Salt Lake Public Utilities as the culinary water authority, asserting that the municipality already has adequate authority to manage culinary water, fire water, and other water needs. Haik suggested the town should identify accessible roads explicitly in the ordinance rather than leaving them undefined. He criticized the town for consistently failing to properly assess which roads are public, private, or otherwise, and for dismissing substantive analyses they disagreed with. Additionally, he argued against forcing applicants to involve Salt Lake Valley Public Health in the permit process unless their properties required such services. Instead, he recommended the town mandate that all properties connect to the sanitary sewer, which would eliminate the need for public health involvement in many cases. He concluded by thanking the council.

3. **MOTION TO ADJOURN**

01:04:10

MOTION: Dan Schilling motioned to adjourn, and Carolyn Anctil seconded.

VOTE: All were in favor. The public hearing was unanimously adjourned.

RESULT: APPROVED

ALTA TOWN COUNCIL MEETING

1. **CALL THE MEETING TO ORDER**

01:04:30

Mayor Bourke called the November 13, 2024 Alta Town Council meeting to order.

2. **CITIZEN INPUT**

01:05:10

Mark Haik provided comments regarding the water and sewer master plan update, particularly focusing on fire flow planning and the assumptions being developed by Hanson, Allen, and Luce. He emphasized the need for the firm to assess all public water identified by the Utah Division of Water Rights as municipal water intended for public use. Haik noted that he had submitted written comments containing specific water right numbers, which he believed should be included in the town's planning process. He criticized the town's approach, suggesting it lacked a global, holistic strategy for delivering municipal services to taxpayers. Haik highlighted several pieces of infrastructure that should be incorporated into the master plan, including Cecret Lake and the Alta Helena Tunnel. He stated that the tunnel had been approved in 1963 by the Salt Lake Valley Health Department as a community water source and that its current use as a storage facility could be expanded. Haik also mentioned the sewer infrastructure leading to the Albion Day Lodge, asserting that it should be made public and that all properties in the basin should be required to connect to the sanitary sewer system. He argued that this approach would improve community health, welfare, and safety while eliminating the need for many applicants to engage with Salt Lake Valley Health for permitting. Lastly, Haik recommended a review of the permitting processes with Salt Lake Valley Health to evaluate their implementation and success.

Margaret Bourke expressed gratitude and appreciation for the public servants who support the town. She commended the staff of the Town of Alta. Additionally, she praised the contributions of public safety personnel, including the Unified Fire Authority (UFA) and the Marshal's Office, emphasizing their critical role in ensuring the town's survival. Bourke concluded by thanking them for their service.

3. **FACILITIES MASTER PLAN PRESENTATION, NATE HENRIE FFKR**

01:10:10

Nate Henrie provided a detailed overview of the facility assessment process, explaining the methodology used to evaluate each building in Alta. Buildings were assessed on line items, each scored up to three points. The Alta Central building scored 64 out of 120, while the Town Office scored 53 out of 81. These scores were converted into percentages to facilitate comparisons. Henrie noted that the draft report was still being finalized, with cost estimates expected by the following week. Recommendations for the buildings were as follows:

1. Town Office: Recommended to remain in place.
2. Community Center: Recommended for demolition.
3. Alta Central: Presented multiple options, including renovation, repurposing, or demolition. Henrie emphasized that Alta Central, as the Marshal's Office, must meet essential facility standards, such as seismic and avalanche resistance, making extensive renovations potentially cost-prohibitive.

John Byrne raised concerns about making decisions without a massing study to evaluate the development potential of the sites. He suggested considering options for expanding Alta Central, such as adding another floor or enlarging the site's footprint.

Schilling inquired about phased construction and potential impacts on functionality during transitions. Henrie responded with an analysis of space utilization, noting that most town functions, except the Marshal's Office, currently meet modern standards. Additional square footage for the Marshal's Office was recommended to accommodate future needs, such as staff expansion, training areas, and an armory. Anctil highlighted the logistical challenges of using Alta Central for the Marshal's Office, including accessibility from the road.

Cawley reminded the group of earlier discussions about affordable housing, contrasting it with the current focus on staff housing. Henrie and Byrne addressed the possibility of incorporating more staff housing into future facilities. Byrne emphasized the chronic need for staff housing, beyond the Marshal's Office, as a key issue for attracting employees. Elise Morgan cautioned against committing resources to housing without ensuring consistent demand, noting the variability in staff needs year to year. She also raised potential legal and administrative challenges associated with the town becoming a landlord.

Mayor Bourke acknowledged the challenges but supported adding increased staff housing to the discussion, noting the limited existing accommodations. The group agreed that this broader conversation about housing and its implications required further exploration.

4. **ALTA SKI AREA UPDATE, MIKE MAUGHAN**

01:31:20

Mike Maughan announced that if weather and conditions cooperate, the ski area aims to open on Friday, November 22. To prepare, the mountain will be closed to uphill traffic starting Sunday morning, November 17. Evening closures for uphill traffic will begin at 3 PM on November 27 and continue nightly until 6 AM to allow crews to perform grooming and snowmaking activities. The initial goal is to open the Collins lift for skiing around the mountain, with additional lifts to follow as conditions permit. Maughan confirmed that all lifts have passed inspection, and new conveyors on the Albion side are ready but require additional snow before use. Parking reservations will begin on Friday, December 13, and will apply to weekends and holiday periods moving forward.

He also mentioned ongoing discussions with Representative Bennion regarding a proposed traction law. The ski area recently discussed the matter with the governor, who appeared supportive. Schilling noted that the process for obtaining seasonal traction stickers has improved significantly this year, sharing a positive experience. Maughan acknowledged efforts to simplify the process and increase enforcement. While most rental car companies have joined the sticker program, Avis and Hertz have declined due to logistical challenges with their fleets. In closing, Maughan thanked the council for their support and expressed enthusiasm for the upcoming ski season.

5. **UTAH TRANSIT AUTHORITY BUS SERVICE UPDATE, CARLTON CHRISTENSEN**

01:35:60

Carlton Christensen introduced himself as a member of the Utah Transit Authority (UTA) Board of Trustees and the chair of the board. He expressed appreciation for the town's collaboration with UTA and ski resorts in the previous year, particularly regarding ski service. Christensen highlighted the partnership's success in carrying more people up the canyon than ever before, although he acknowledged that there is always room for improvement. He noted that UTA is waiting on the Utah Department of Transportation's (UDOT) phase one implementation plan, but in the meantime, UTA will continue offering ski service.

Russ Fox, UTA's Director of Planning, shared details of the 2024 ski service, which will begin on November 29, just after Thanksgiving. He outlined the primary routes, including the 972 for Big Cottonwood Canyon and the 994 for Little Cottonwood Canyon, with an additional pilot Canyon Service starting December 8. This new service will run from Midvale Fort Union Station to the Goldminer's Daughter Lodge in Little Cottonwood Canyon. Fox explained that fares for all ski buses will be $5 each way, with pass holders able to use their cards for seamless boarding.

Fox also shared statistics, revealing that UTA carried over 338,000 riders in the 2023-2024 ski season, surpassing the previous year's total. When asked about the consistency of the Canyon Service with UTA's other buses, Fox confirmed that while the new service will feature some minor differences in bus wraps, it will operate under the UTA brand and will offer seamless transfers from TRAX.

Dan Schilling raised a question about bus driver acquisition and retention. Christensen responded that UTA is currently operating above its hiring goal and has implemented strategies to attract new drivers, ensuring that additional services can be offered in the future.

Mike Maughan inquired about the possibility of the Canyon Service buses having ski racks, to which Fox replied that while there are no plans for external racks, the buses will accommodate skis inside. Maughan also raised the idea of improving bus access through Alta, specifically by adjusting the Wildcat lot's entrance to accommodate buses turning like those at Snowbird. Christensen expressed interest in further discussion on this topic in the future.

Molly Austin asked when the route schedules would be available to the public, particularly for the Canyon Service. Fox confirmed that most routes, including the new Canyon Service, are already available online, though the Canyon Service routes will be shared more specifically. Christensen offered to follow up and provide a direct link for access. The discussion concluded with a reaffirmed commitment to ongoing collaboration between UTA, the ski resorts, and the Town of Alta.

6. **FY 2024 FINANCIAL AUDIT PRESENTATION, RON STEWART**

01:51:20

Jen Clancy introduced Ron Stewart of Gilbert and Stewart CPA, whose team had conducted the town's audit for the fifth consecutive year. She also mentioned Steve Rowley, who assisted in preparing the financial statement. Stewart then presented the audit findings. He confirmed that the town's financial statements for the fiscal year ending June 30, 2024, were accurate and in compliance with generally accepted accounting principles (GAAP), offering an unmodified opinion. He outlined the audit process, which included reviewing balances, performing analytical reviews, confirming balances with third parties, and testing internal controls. Stewart also confirmed that the town was in compliance with state law in areas like budgetary compliance and pension obligations.

Mayor Bourke asked for an A, B, C, D, F grade, to which Stewart gave the town an A for its performance. Council members praised the audit process and the improvement in the town's net position by approximately $1.5 million. Stewart concluded by complimenting the town's staff for their timely provision of necessary documentation during the audit.

7. **DISCUSSION AND POSSIBLE ACTION TO APPROVE THE FY 2024 FINANCIAL STATEMENTS AND AUDIT OF THE TOWN OF ALTA, STEVE ROWLEY AND JEN CLANCY**

02:01:10

Clancy explained that the council needed to approve the financial statement, highlighting Steve Rowley's significant role in preparing the statement and assisting with year-end entries. She praised Steve and mentioned that he would be available to answer any technical questions the council might have.

> **MOTION**: John Byrne motioned to approve the FY 2024 Financial Statement. Carolyn Anctil seconded.
> **ROLL CALL VOTE**: Mayor Bourke – yes, Councilmember Anctil – yes, Councilmember Byrne – yes, Councilmember Morgan – yes, Councilmember Schilling – yes, the FY 2024 Financial Statement was unanimously approved.
>
> **RESULT: APPROVED**

8. **REPORT FROM UTAH DEPARTMENT OF TRANSPORTATION ON THE SUPERIOR MOUNTAIN REMOTE AVALANCHE CONTROL SYSTEM (RACS) PROJECT INSTALLATION, STEVEN CLARK**

02:02:50

Steven Clark presented details about the Mount Superior project related to avalanche mitigation in Little Cottonwood Canyon. He showed photos and discussed the project's progress, highlighting the successful installation of 16 new towers on Mount Superior, which would reduce the need for overhead artillery fire, a key safety concern for the area. The project aimed to improve public and worker safety, particularly due to research on the health risks of artillery blasts. He also mentioned replacing outdated equipment to prevent prolonged road closures during storms.

Clark explained that, while the project had not yet been fully implemented during winter, the goal was to reduce road closures, although he cautioned that the frequency of closures might not change significantly in the short term. He shared the use of innovative technology, like Human External Cargo (HEC) to efficiently reach sites, and noted that public notification about closures could have been improved. The construction process, which involved specialized equipment and techniques, was completed in just over 34 days.

Mayor Bourke and council members expressed appreciation for the project's execution, especially the quiet, efficient operation of the helicopters used for the work. Clark acknowledged the community's positive feedback on the noise management during the project, particularly due to the helicopters being stationed overnight to reduce early morning disruptions. Anctil shared her satisfaction with the quieter work environment, noting the return of moose to the area, which she viewed as a positive sign of the project's environmental consideration. The council expressed admiration for the project's success and the professionalism of the crews involved.

9. **WATER AND SEWER MASTER PLAN UPDATE: DISCUSSION OF FIRE FLOWS PLANNING ASSUMPTION – HANSEN, ALLEN & LUCE, CHRIS CAWLEY, AND UFA FIRE MARSHAL FOR ALTA AREA SHAWN PETERSEN**

02:18:40

Chris Cawley provided an overview of the water and sewer master plan project, which aims to improve fire flows in Alta's water system. He introduced key participants, including consultants from Hansen Allen and Luce, Delmas Johnson, and personnel from the Unified Fire Authority (UFA), such as Fire Marshal Shawn Peterson and Chief Jay Torgersen. They discussed the importance of fire flows in Alta, specifically targeting 2,000 gallons per minute per hydrant. They also touched on the need for balancing fire flow capacity with water storage and cost considerations.

Peterson emphasized the role of fire sprinklers in reducing water usage and enhancing fire safety. He also discussed the challenges in providing sufficient water supply for fire emergencies, especially for large structures. Peterson outlined that fire sprinklers can significantly reduce the required fire flow by containing fires early and limiting water wastage. He also noted that Alta's water lines are primarily 8 inches in diameter, with a few smaller sections, and suggested looping certain hydrants to improve fire flow.

Schilling asked for clarification on fire sprinkler requirements for new construction, to which Peterson confirmed that fire sprinklers are required in certain circumstances, including when access is limited or when there is insufficient water supply. Peterson also mentioned that the state had removed some fire code requirements, but fire sprinklers remain mandated in specific scenarios, such as for structures with over 30 residences or when access is limited.

The group discussed how fire response efforts, including coordination with water providers, could be improved with better communication. Torgersen emphasized the importance of quick responses to fires and the need for rapid water delivery, particularly for large or complex fires. He also highlighted how sprinklers could reduce the workload for firefighters by controlling fires early.

Chris Cawley concluded the discussion by summarizing that the planning assumption for the water system is a flow of 2,000 gallons per minute per hydrant. He also noted that the updated water model would be used to assess future capital projects and evaluate existing infrastructure conditions, focusing on future water and sewer system capacity needs.

10. **QUESTIONS REGARDING DEPARTMENTAL REPORTS**

02:36:10

There were no questions.

11. **APPROVAL OF THE OCTOBER 9, 2024 MEETING MINUTES, AND NOVEMBER STAFF AND FINANCE REPORTS**

02:37:20

Mayor Bourke

> **MOTION**: John Byrne motioned to approve the October 9, 2024 meeting minutes, and November staff and finance reports. Elise Morgan seconded.
>
> **VOTE**: All were in favor. The October 9, 2024 meeting minutes, and November staff and finance reports were approved.
>
> **RESULT: APPROVED**

12. **MAYORS REPORT**

02:37:45

Mayor Bourke began his report by reflecting on Veterans Day, noting that it had previously been called Armistice Day when he was younger. He emphasized the importance of recognizing those who serve in the armed forces, specifically thanking Mike and Dan, who were present and had served in the military. He acknowledged that while the phrase "thank you for your service" has become common, the sacrifices made by military members, including the hardship of spending holidays away from family, should still be honored.

The Mayor also provided an update on the recent election, highlighting that Gay Lynn Bennion, who had addressed the council the previous month, was re-elected to represent the area in the state house. He described her as a strong ally to the community, along with County Mayor Jenny Wilson, who was also re-elected. Mayor Bourke mentioned that a bond for a new correction facility had failed, but re-elected Senator Kirk Cullimore now holds a more senior position in the Utah Senate. He expressed interest in having Senator Cullimore visit the council, as Gay Lynn Bennion had done.

Turning to the Central Wasatch Commission (CWC), the Mayor reported on the effort to create a National Recreation and Conservation Area in the Central Wasatch, which would be a significant addition to existing wilderness areas. He acknowledged that the project would require considerable political support and noted that the CWC had considered starting with smaller, more achievable goals, such as improving bus service in Little Cottonwood Canyon. The Mayor also mentioned that CWC would be hosting a symposium on January 9-10, 2024, with keynote speaker Terry Tempest Williams.

In his astronomy update, Mayor Bourke discussed the Europa Clipper mission, which is headed to Jupiter's moon Europa. He explained that the moon's water exists due to tidal heating caused by its orbit around Jupiter. The Mayor also described the spacecraft's journey, which will involve gravity assists from Mars and Earth, and noted that the mission wouldn't reach Jupiter until 2030.

Lastly, the Mayor brought attention to a documentary film titled Peak Pressure, produced by University of Utah students about Little Cottonwood Canyon. The film features the town manager and is considered worth watching. The Mayor concluded by informing the council that the next meeting, scheduled for December 11, 2024, would likely see him absent due to a heart procedure. Councilmember Morgan had been appointed as Mayor Pro Tempore for that meeting.

13. **DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE 2024-O-9 UPDATING THE SUBDIVISION ORDINANCE**

02:47:50

Mayor Bourke introduced the subdivision ordinance update. Byrne raised a concern, asking for confirmation that the ordinance would not change the council's role as the appeal authority. Cawley confirmed that the ordinance did not include any such change.

Cawley then explained that this was the second attempt to present the ordinance for approval, after missing the necessary noticing requirements in previous months. He noted that the delay had allowed for further review, with Todd Godfrey, a consultant working with the town, and legal counsel identifying some minor additional amendments. These changes, primarily related to extending certain timelines from days to business days, were permissible under state law but not mandated. Polly McLean clarified that the changes would give the town more flexibility in responding to applicants, and Godfrey elaborated on the specific changes: extending the approval periods for final plats from 15 days to 15 business days, from 40 days to 40 business days, and from 30 days to 30 business days in different sections of the ordinance. Additionally, a change was proposed for Section 10-11-8, which would shorten the deadline for correcting application deficiencies from 90 days to 40 days, aligning with state law.

Schilling expressed no objections to the proposed changes, noting that they would still provide applicants with sufficient time while giving the town more leeway for review. After confirming that these were the only changes beyond what had already been proposed, Schilling moved to adopt the ordinance with the recommended legal amendments included.

MOTION: Dan Schilling motioned to approve Ordinance 2024-O-9 with the edits recommended by Godfrey and McLean noted above. John Byrne seconded.

ROLL CALL VOTE: Councilmember Anctil – yes, Councilmember Morgan – yes, Councilmember Byrne – yes, Councilmember Schilling – yes, Mayor Bourke – yes, Ordinance 2024-O-9 was unanimously approved.

RESULT: APPROVED

14. **DISCUSSION REGARDING APPLYING TO THE URS PUBLIC SAFETY SYSTEM AND ADDING A 5TH FULL-TIME POLICE OFFICER**

02:54:55

Clancy summarized the discussion on applying to the Utah Retirement System (URS) Public Safety system and the proposal to hire a fifth full-time police officer. The Budget Committee had met the previous week, and staff was seeking feedback from the council on moving forward with these initiatives in the upcoming December budget amendment. The proposal would provide better retirement benefits for POST-certified police officers and allow the hiring of a fifth officer, addressing growing staffing needs.

Schilling suggested deferring to Morgan, Anctil, or Byrne for additional comments, as they had not been involved in prior discussions. Anctil expressed full support, stating that if Mike Morey needed the additional officer, she supported the proposal. Morgan and Byrne also voiced their strong support.

Clancy clarified that no vote was needed at this time. The council members unanimously expressed their support for both applying to the URS Public Safety system and hiring a fifth police officer, recognizing the long-term benefits for both the department and the community. Mayor Bourke confirmed that the council's consensus was in favor of moving forward with these initiatives being included in the proposed December budget amendment.

15. **DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2024-R-25 UPDATING THE FEE SCHEDULE**

03:00:25

Jen Clancy presented the proposed updates to the town's fee schedule, which included two key changes. The first was aligning parking violation fees between the Town of Alta and the Alta Ski Area to ensure uniformity across the town. The second update introduced a fee for returned payments, allowing the town to recoup costs associated with customers whose credit card information expires or is otherwise outdated, leading to staff time spent chasing down payment details and charges from our merchant provider. Schilling supported the changes, emphasizing that it was fair for individuals responsible for the infraction to bear the cost, rather than the town or its citizens.

Byrne inquired about the building permit fees, mentioning a prior budget meeting where it was decided to postpone the issue. Cawley explained that the town had been collecting fees for building permits after the review process, but it was revealed that the town's code actually requires those fees to be collected in advance. Although this had not been the town's practice recently, they were moving towards changing this practice going forward. Additionally, Cawley mentioned the possibility of updating the building permit fee schedule to better align with the costs associated with plan reviews.

There was an issue with the Zoom meeting connection, causing some technical difficulties. To resolve this, Jen Clancy put the remote members on speakerphone, including Elise Morgan and John Byrne, so they could continue participating in the discussion.

MOTION: Dan Schilling motioned to approve Resolution 2024-R-25 to update the fee schedule. John Byrne seconded.

ROLL CALL VOTE: Councilmember Byrne – yes, Councilmember Schilling – yes, Mayor Bourke – yes, Councilmember Anctil – yes, Councilmember Morgan – yes, Resolution 2024-R-25 was unanimously approved.

RESULT: APPROVED

16. **NEW BUSINESS**

03:08:45

No new business was discussed.

17. **DISCUSSION AND POSSIBLE ACTION TO COMMENCE A CLOSED MEETING TO DISCUSS A MATTER AUTHORIZED By UTAH CODE SECTION 52-4-205(1)(a)**

03:09:40

MOTION: Mayor Bourke motioned to commence a close meeting. John Byrne seconded.

ROLL CALL VOTE: Mayor Bourke – yes , Councilmember Byrne – yes, Councilmember Schilling – yes, Councilmember Morgan – yes, Councilmember Anctil – yes, a closed meeting was authorized by Utah code section 52-4-205(1)(a).

RESULT: APPROVED

After the vote, there was a brief discussion about the technical aspects of closing the current Zoom meeting and transitioning to a new meeting link for those who were attending remotely. After the closed meeting, the council would reconvene, and the meeting would be formally adjourned.

The recording was turned off as the council proceeded with the closed meeting.

A CLOSED MEETING COMMENCED

18. **MOTION TO ADJOURN**

00:00:00

The zoom webinar was restarted.

(John Byrne and Elise Morgan did not re-enter the regular meeting to adjourn)

MOTION: Mayor Bourke motioned to adjourn, and Carolyn Anctil seconded.

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

RESULT: APPROVED

Passed this 11th day of December, 2024

J. Clancy

Jen Clancy, Town Clerk