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

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

Alta Town Council Meeting Packet
April 9, 2025

Document Tips: The sections below are each hyperlinked to help you navigate straight to a section of interest. Page numbers refer to the header numbers on the top right of the page in blue.

Agenda

Staff Reports

Financial Materials

Draft Minutes

Additional Meeting Materials

Additional Meeting Materials – Coming Later…

- Legislative Update
- Discussion summary regarding Our Lady of the Snows

MAYOR
ROGER BOURKE

TOWN COUNCIL
CAROLYN ANCTIL
JOHN BYRNE
ELISE MORGAN
DAN SCHILLING

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

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

AGENDA
ALTA TOWN COUNCIL MEETING
April 9, 2025 - 4:00 PM
ALTA COMMUNITY CENTER
ALTA, UTAH

We encourage you to join us in person. This will be a hybrid meeting with virtual meeting instructions on our website: https://townofalta.utah.gov/

Public comment - please note, each person will be able to speak for up to 3 minutes for each agenda item. Written public input can be submitted here: https://townofalta.utah.gov/public-comment-form/

To make a public comment virtually we recommend you notify Brooke Boone via email (brooke@townofalta.com) in advance of the meeting.

	Meeting Agenda			
1	Call the meeting to order	4:00	-	4:05
2	Citizen Input	4:05	-	4:15
3	Discussion regarding the potential opportunity to purchase Our Lady of the Snows Center	4:15	-	4:30
4	Alta Ski Area Update, Mike Maughan	4:30	-	4:35
5	Questions regarding Departmental Reports	4:35	-	4:40
6	Approval of: March 12, 2025 Town Council Meeting Minutes, April 2, 2025 Special Town Council Meeting Minutes, and the March Staff and Finance Reports	4:40	-	4:45
7	Mayor's Report	4:45	-	4:50
8	Legislative Update, Shelley Teuscher & Cameron Platt	4:50	-	5:05
9	Projects Update and FY26 Projects Preview, Chris Cawley	5:05	-	5:25
10	Discussion and possible action to adopt the Municipal Wastewater Planning Program Report for 2024	5:25	-	5:30
11	Discussion and possible action to adopt Resolution 2025-R-6 appointing Paul Moxley to the Alta Planning Commission	5:30	-	5:35
12	Discussion and possible action to adopt Resolution 2025-R-7 updating the Budget Committee charter	5:35	-	5:45
13	New Business	5:45	-	5:50
14	Discussion and possible action to commence a closed meeting to discuss a matter authorized by Utah Code section 52-4-205(1)(a)	5:50	-	6:20
15	Motion to Adjourn	6:20	-	

Notice Provisions:

- Motions relating to any of the foregoing including final action may be taken at the meeting.
- One or more members of the Town Council may attend by electronic means, including telephonically. Such members may fully participate in the proceedings as if physically present. The anchor location for purposes of the electronic meeting is the ALTA COMMUNITY CENTER, 10361 EAST HWY 210, ALTA, UTAH
- Reasonable accommodations (including auxiliary communicative aids and services) for individuals with disabilities may be provided upon receipt of a request with three (3) working days' notice. For assistance, please call the Alta Town Office at 801-363-5105
- By motion of the Alta Town Council, pursuant to Title 52, Chapter 4 of the Utah Code, the Town Council may vote to hold a closed meeting for any of the purposes identified.

Alta Town Council

Staff Report

To: Town Council
From: Chris Cawley, Town Manager, Molly Austin, Assistant Town Manager
Re: April 2025 Department Report
Date: April 2, 2025
Attachments:

Projects

Chris will describe ongoing projects as well as FY 26 projects in more detail in the meeting.

<u>Water and Sewer Master Plan and Cross Tow Waterline Project Summer 2025</u>

We are still awaiting a draft master water and sewer master plan. We anticipate the plan will include the following items among other content:

- The capital improvement plan will still primarily be focused on projects intended to improve fire flows and system redundancy, rather than projects to replace existing infrastructure
- A recommendation for the Town to begin water distribution system replacement soon, and a complete piping replacement line item with an estimated unit cost, as well as recommendations for how to plan for replacement of existing sewer infrastructure
- A discussion of advantages and disadvantages of various storage tank location alternatives, including an additional tank near the existing TOA storage tank, and locations in the Grizzly Gulch

<u>Facilities Master Plan</u>

FFKR is working on space planning alternatives for the town to review, and pre-design checklist recommendations. FFKR also still needs to provide an historic structure report for the Tom Moore Toilet. Obviously, the structure is completely buried in snow as of March, so we will not be able to complete that work until springtime. Staff will attempt to get cost estimates for a project to stabilize the structure for the council to consider in the FY 26 budget in the meantime.

Shrontz Estate Proposed Rezone and Condominium Project

In its February meeting, the Alta Planning Commission recommended seeking public and community input on the Shrontz Estate's proposal to rezone a portion of the property to existing zoning district Forestry-Multifamily 20, develop a condominium project below the Albion Basin Summer Road, and apply a conservation easement to land above the summer road. An open house took place on March 25 at Our Lady of the Snows where the Estate provided posters depicting their proposal. The meeting was well attended, with over 50 people present at its busiest, and the Town has received almost 200 comments through an online questionnaire that was open between the Tuesday of the meeting and the following Friday March 28th. Staff is working to compile and analyze the comments in time to present to the planning commission at its next meeting.

The Estate submitted a formal petition to rezone the property to the Town of Alta in February. The process for a rezone is for the Planning Commission to review the proposal and make a recommendation to approve or deny the rezone to the Town Council. The Town Council will then consider whether to approve the rezone. Along with any rezone, the 2014 development agreement will have to be amended and approved by the Council in order for a rezone to take effect. The 2014 Settlement Agreement with Salt Lake City will also need to be amended.

Alta Planning Commission Meeting, March 26th-Shallow Shaft Proposal

The Alta Planning Commission met at the regularly scheduled March meeting date and time on March 26th. The primary agenda item was a work session presentation by the owners of the Shallow Shaft Restaurant on their proposed amendment to the text of the Base Facilities Zone ordinance and their vision to redevelop the property. The concept of the proposed text amendment is to reduce minimum lot size and width on the two parcels of land subject to Base Facilities Zone, Zone C, which applies to the Shallow Shaft parcel and the adjacent Photohaus property. Both parcels are well under the 1-acre minimum lot size in the Base Facilities Zone, at .21 acres and .13 acres respectively. Because of their noncompliance with the required 1-acre lot size, the buildings on the lots cannot change their footprints and can only be increased in size by 250 gross square feet of floor area. Adopting the text amendment would allow the Shallow Shaft and Photohaus building footprints to be expanded up to 65 percent of lot coverage. Height and setbacks in Base Facilities Zone C are individually determined by the planning commission so theoretically, the massing allowable on those sites could increase significantly if the text amendment is adopted.

The Shallow Shaft's proposed redevelopment concept does not comply with various Town of Alta regulations and regulations of other entities. One noncompliance exhibited in the Shallow Shaft's plans is the use of the property, which is a five-unit short-term rental facility. The Shallow Shaft describes the building as a hotel, but the units inside meet the definition of a dwelling unit because each one contains its own kitchen, which is a residential use, and residential uses are specifically prohibited in the Base Facilities Zone. The Shallow Shaft stated in the meeting that they assume Alta Chalets would manage the property, which makes sense given that Alta Chalets manages other residential properties in Alta as short-term rentals on behalf of property owners. The Shaft has pointed out that several hotels in Alta appear to be renting rooms with kitchens. Staff does not believe the town has ever permitted hotel rooms with kitchens and is investigating this use by the hotels/lodges and will enforce any zoning violation. The Shallow Shaft's proposal also appears to grossly violate the waterway setback regulations enforced by the Town as well as the Salt Lake Valley Health Department Regulation #14, which prohibit development within 50' of waterways including culverts. A large, very old culvert has been on the Shallow Shaft's property since before the current owners purchased the property and will need to be addressed in order for a new building to be built as envisioned.

MWPP

The Town of Alta Municipal Wastewater Planning Program report (MWPP) included in the council packet is in a more legible format than the version shared with the council in the March meeting, but some of the survey answers are not factually correct. Chris will create a new version and share it with the council prior to the meeting. The council needs to adopt a Town of Alta Sewer MWPP annually.

Building Department Services

West Coast Code Consultants or WC3 is operating as our new building department services provider. WC3 staff assigned to Alta joined Town staff for an in person meeting in Alta in late March and we are looking forward to working with WC3. WC3 has reviewed 7 permit applications to date and so far their work is thorough, transparent, and efficient.

Town Shuttle Programs

The Town Shuttle program is coming to a close. The final day of operations will be Saturday, April 12. Next month, we'll provide a brief report of the season with ridership numbers.

So far, we have received $129,902 of a total of $138,600 pledged contributions, with $8,698 still outstanding.

Emergency Management – Hazard Mitigation Plan

Reminder: the Town of Alta is working alongside Salt Lake County Emergency Management and every local jurisdiction in the county to update the Salt Lake County Hazard Mitigation Plan. The Federal Emergency Management Agency (FEMA) requires that these plans be updated every 5 years, and the county last updated its plan in 2019. FEMA requires county plans to include an annex providing specific hazard analysis and mitigation actions for every jurisdiction within each county.

There have been delays in the final steps of this process. The draft is currently being finalized and is anticipated to be submitted to the state in April. Following state review, the draft will then be sent to FEMA, however the timeline for FEMA review is uncertain right now as FEMA has paused plan reviews while policy and guidance documents are being updated. At this time, it is not anticipated that we will have a plan to present to the council before June. Thank you for your patience and stay tuned for updates as they become available.

Alta Town Council

Staff Report:
April 9, 2025

To: Town Council
From: Jen Clancy, Town Clerk & Brooke, Deputy Town Clerk
Date Written: April 4, 2024

Town Clerk – Jen

- FY26 Budget Preparations
    - updating the wage study framework
    - attending planning meetings
    - preparing for the next budget committee meeting
- Attended annual URS/PEHP Employer Event
- Conducted annual performance reviews
- Noticing and record keeping for public meetings, we've had more than normal lately
- Xpress BillPay – learning the new software, and how it integrates with Caselle. Learning the new reports structure and added layer of accounting.

Deputy Town Clerk – Brooke

-
- Xpress Bill Pay is up and running. We appreciate everyone's patience as we continue to implement this new service.
- Council Meeting Dog License Reporting: Temporary dog licenses issued with a start date between 3/7/2025-4/9/2025
    - Brooke MaClean (30 days) 3/8/25
    - Duncan MaClean (30 days) 3/8/25
    - Steve Mason (10 days) 3/15/25
    - Nathan Wilson (14 days) 3/17/25
    - Tommy & Sydney Sutter (30 days) 3/29/25
    - Kevin MacDonald (4 days) 4/3/25
    - Joan Homes (7 days) 4/5/25

Alta Justice Court – Brooke

- The Alta Justice Court is in operation. Court is held monthly in a virtual setting.
    - The next court date will be April 17, 2025
- The statewide Justice Court Clerk's Conference was held in Provo at the end of March. The information gained will be very beneficial to continued operations of the Alta Justice Court.
- Continued training for Court Clerk Certification

TOWN MARSHAL
Mike Morey

ALTA MARSHAL'S OFFICE
PO Box 8016
Alta, UT 84092

801-363-5105
801-742-3522

Addendum to Marshal's Office Staff Report for March 2025

Town Manager Chris Cawley has asked that I comment to the Town Council on changing trends in AMO responses, investigations, and the resulting effect(s) on our operations.

Post-Covid, we have experienced an increase in crimes against persons cases in Alta. These cases have included assaults, sexual assaults, harassment, stalking, and criminal threats. Some of these cases have involved minors. Some of these cases have required specialized search warrants and facilities.

We are conducting more interviews with crime victims and suspects. Lacking facilities with proper recording and security, and even comfort features, we have used other agencies' resources and utilized the community center as an ad-hoc interview room frequently this winter. This has involved coordination with the non-profit who also uses the space.

While facilities planning is occurring for future operations, we have identified the immediate need for more investigative space and tools. We are working towards and proposing minor modification in the northwest corner of the community center to create a small office space by sheet rocking walls. We are also pursuing I.T. capabilities that will enable the AMO to perform secure criminal justice transactions from that space.

We understand that this shift means we also need to improve our proficiency in investigating special victims cases and providing victim advocacy services. We are pursuing training to this end and working to protect our partnerships with agencies that assist us.

Mike Morey

Town Marshal

Department Incident Activity Report

Date Reported: **03/01/2025 - 03/31/2025** | 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
Fire Alarm	1	0	1	0	0	0	0	0.0
ALCOHOL	1	0	1	0	0	0	0	0.0
ENFORCEMENT	1	0	1	0	0	0	0	0.0
ASSAULT	2	0	2	1	0	0	1	50.0
Intimidation/Other Criminal Threat	1	0	1	0	0	0	0	0.0
Simple Assault	1	0	1	1	0	0	1	100.0
AVALANCHE	13	0	13	0	0	0	0	0.0
ACROSS ROAD	1	0	1	0	0	0	0	0.0
CONTROL	12	0	12	0	0	0	0	0.0
CIVIL PROBLEM	1	0	1	0	0	0	0	0.0
Civil Problem	1	0	1	0	0	0	0	0.0
INTERLODGE	12	0	12	1	0	0	1	8.3
HELLGATE-SUPERIOR CLOSURE	4	0	4	0	0	0	0	0.0
TOA CLOSURE	6	0	6	0	0	0	0	0.0
VIOLATION	2	0	2	1	0	0	1	50.0
MEDICAL	5	0	5	0	0	0	0	0.0
Breathing Problem	1	0	1	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
MISCELLANEOUS	1	0	1	0	0	0	0	0.0
MISCELLANEOUS INCIDENTS	1	0	1	0	0	0	0	0.0
MOTORIST	20	0	20	0	0	0	0	0.0
ASSIST	20	0	20	0	0	0	0	0.0
PARKING	2	0	2	0	0	0	0	0.0
PROBLEM	2	0	2	0	0	0	0	0.0
PROPERTY	4	0	4	0	0	0	0	0.0
DAMAGE	1	0	1	0	0	0	0	0.0
Found Property	2	0	2	0	0	0	0	0.0
Lost Property	1	0	1	0	0	0	0	0.0
PUBLIC PEACE	3	0	3	0	0	0	0	0.0
Disorderly Conduct	1	0	1	0	0	0	0	0.0
Public Peace Other	1	0	1	0	0	0	0	0.0
STANDBY	1	0	1	0	0	0	0	0.0

ROAD CLOSURE	14	0	14	0	0	0	0	0.0
HELLGATE-SUPERIOR	5	0	5	0	0	0	0	0.0
SR-210	9	0	9	0	0	0	0	0.0
SEARCH/RESCUE	1	0	1	0	0	0	0	0.0
Search/Rescue, Mountain	1	0	1	0	0	0	0	0.0
SKIING	1	0	1	0	0	0	0	0.0
CLOSED AREA	1	0	1	0	0	0	0	0.0
THEFT	4	0	4	0	3	0	3	75.0
Larceny, From Yard/Land	4	0	4	0	3	0	3	75.0
TRAFFIC	9	0	9	3	0	0	3	33.3
VIOLATION	9	0	9	3	0	0	3	33.3
TRAFFIC ACCIDENT	10	1	9	3	0	0	3	33.3
Hit/Run, Vehicle Damg	1	0	1	0	0	0	0	0.0
Traffic Accident, Injury	1	0	1	1	0	0	1	100.0
Traffic Accident, Vehicle Damage	8	1	7	2	0	0	2	28.6
VEHICLE	2	0	2	0	0	0	0	0.0
IMPOUND	2	0	2	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	3	0	3	0	0	0	0	0.0
ANIMALS	1	0	1	0	0	0	0	0.0
CAMPING	2	0	2	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	114	2	112	8	3	0	11	9.8

UNIFIED FIRE AUTHORITY

UFA Report April 2025

Recruit Camp: The 33 Firefighters from Recruit Camp 59 are almost nine weeks into their 16-week training camp. The group is progressing as expected at this point, and we are seeing improvement in all areas. The highlights of the past month have been focused on multi company live-fire training scenarios, technical rescue, and apparatus/driver training. Over the next month the recruits will be tested for State Certification in the following disciplines: Apparatus Driver/Operator State Certification, Hazardous Materials Awareness and Operations State Certification, and Wildland Red Card Certification.

Fire School 101: Local 1696 held its annual Fire School 101 on March 21 at the UFA Magna Training Facility. This was a chance for local city officials to experience firsthand what it is like to train to be a firefighter and learn more about the profession in general as they went through a series of demonstrations while being escorted by active-duty firefighters.

BC Process: HR accepted cover letters and resumes for the Battalion Chief position. This is part of UFA's process to create a new BC Promotional list that will be used for the next two years whenever openings for the rank occur. The written examination will take the top 15 candidates to the final phase of the selection process. The final assessment will test a candidate's tactical planning and decision making and personnel management abilities. A two-year promotional roster will be established that will be used to fill vacancies as they occur.

Wildland update: The UFA Wildland Division is actively preparing for the upcoming wildfire season, with a focus on both mitigation and response efforts. We are currently working through the onboarding process for our 2025 seasonal wildland firefighter staff, ensuring that resources will be in place and ready to support wildfire mitigation and response by May. As we look ahead to the wildfire season, forecasts for the Great Basin and locally along the Wasatch Front indicate the potential for an active fire year, emphasizing the importance of preparedness efforts. Additionally, we are excited to enter the final phase of the Interagency Hotshot Crew certification process, which will take place on May 27-28. This marks a significant milestone in our commitment to strengthening UFA's wildland firefighting capabilities.

Firework Restriction Update: A letter has been sent to each municipalities administration regarding fireworks restrictions. These are typically sent this time of year to help meet state legislative required deadlines.
Key points to remember:

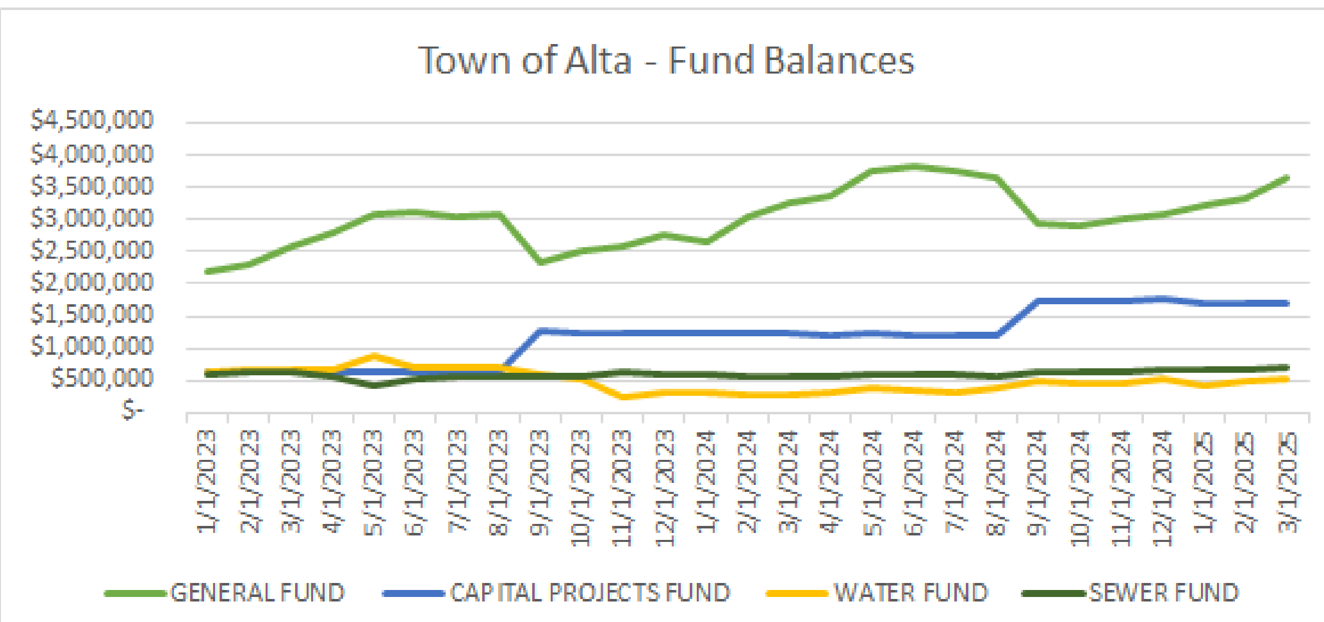
- Each municipal legislative body must, before May 1 of each year, ensure the defined area is closed, provide a map to the county in which the defined area is located.
- The county must have a map in place and be available to the public and fireworks vendors before June 1.
- If the UFA Fire Prevention Division does not receive notice of any changes prior to May 1, the map published will be the same map for the city as the year before.

If fire conditions worsen as the fireworks season approaches, causing concern for areas not currently defined or create a "hazardous environmental condition", please contact your Liaison, the UFA Fire Prevention Office, or your Area Fire Marshal.

Town of Alta

Bank Account Balance Summary

Account Info			1/31/2025		2/28/2025		3/31/2025
GENERAL FUND							
01-11610	PTIF - General Fund	$	2,800,115	$	2,904,315	$	3,120,547
10-12640	PTIF - B&C Road Funds (restricted)	$	75,383	$	75,645	$	78,218
10-12690	PTIF - Impact Fee (restricted)	$	23,571	$	23,653	$	23,743
10-12700	PTIF - Beer Fund (restricted)	$	31,984	$	32,095	$	32,217
10-12710	PTIF - Post-Employment (restricted)	$	113,690	$	114,085	$	114,520
01-11110	KeyBank	$	173,745	$	161,147	$	266,169
01-11215	Keybank PO	$	188	$	890	$	1,057
	Total Fund Balance	**$**	**3,218,676**	**$**	**3,311,829**	**$**	**3,636,471**
CAPITAL PROJECTS FUND							
45-12100	PTIF (restricted)	$	1,687,904	$	1,691,470	$	1,697,026
	Total Fund Balance	**$**	**1,687,904**	**$**	**1,691,470**	**$**	**1,697,026**
WATER FUND							
51-11140	PTIF (restricted)	$	433,505	$	494,903	$	534,943
	Total Fund Balance	**$**	**433,505**	**$**	**494,903**	**$**	**534,943**
SEWER FUND							
52-11130	PTIF (restricted)	$	663,919	$	662,782	$	699,571
	Total Fund Balance	**$**	**663,919**	**$**	**662,782**	**$**	**699,571**



TOWN OF ALTA
COMBINED CASH INVESTMENT
MARCH 31, 2025

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHKG-KEY BANK-COMBINED	225,281.91
01-11113	XPRESS DEPOSIT ACCOUNT	239.41
01-11115	CASH - PAYROLL TAX ACCOUNT	140.81
01-11215	CASH - CONTRACT POST OFFICE	1,057.32
01-11310	PETTY CASH	50.00
01-11400	RETURNED CHECKS - CLEARING	125.00
01-11610	CASH IN PTIF GENERAL	3,120,546.90
01-11710	CASH CLEARING -AR	(100.00)
	TOTAL COMBINED CASH	3,347,341.35
01-10100	TOTAL ALLOCA TO OTHER FUNDS	(3,347,341.35)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	3,347,418.87
45	ALLOCATION TO CAPITAL PROJECT FUND	(502.33)
51	ALLOCATION TO WATER FUND	(1,404.39)
52	ALLOCATION TO SEWER FUND	1,829.20
	TOTAL ALLOCATIONS TO OTHER FUNDS	3,347,341.35
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(3,347,341.35)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF ALTA
BALANCE SHEET
MARCH 31, 2025

GENERAL FUND

ASSETS

10-10100	CASH - COMBINED FUND		3,347,418.87	
10-12640	CASH IN PTIF - C ROAD FUND		78,600.76	
10-12690	IMPACT FEE FUND PTIF		23,743.12	
10-12700	BEER TAX FUNDS PTIF		32,216.86	
10-12710	POST EMPLOYMENT BENEFIT PTIF		114,519.70	
10-13110	ACCOUNTS RECEIVABLE		246.54	
10-13200	DUE FROM OTHER GOVERNMENTS		91,178.45	
10-13510	TAXES RECEIVABLE - CURRENT		3,475.13	
10-13700	PROP TAX RECEIVABLE - CURRENT		405,963.00	
10-14210	DUE FROM OTHER FUNDS		296,970.00	
	TOTAL ASSETS			4,394,332.43

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE		(24,317.80)	
10-21500	WAGES PAYABLE		16,177.77	
10-22200	RETIREMENT PAYABLE		8,839.77	
10-22210	FICA PAYABLE		(1,525.39)	
10-22220	FEDERAL WITHHOLDING PAYABLE		(2,263.52)	
10-22230	STATE WITHHOLDING PAYABLE		(795.67)	
10-22500	HEALTH & DENTAL INS PAYABLE		115.28	
10-22550	DEPENDANT CARE WITHHOLDING		(769.24)	
10-22555	FLEX/CAFETERIA WITHHOLDING		142.37	
10-22560	DEPENDENT DAY CARE		769.24	
10-22600	REVEGETATION DEPOSITS		21,760.00	
10-22700	DEFERRED REVENUE/PROPERTY TAX		405,950.77	
10-22725	EMPLOYEE 401K WITHHOLDING		2,046.81	
10-22755	EMPLOYEE ROTH IRA WITHHOLDING		225.27	
10-22770	URS EMP MANDATORY CONTRIBUTION		53.73	
	TOTAL LIABILITIES			426,409.39

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		37,948.00	
	UNAPPROPRIATED FUND BALANCE:			
10-29800	BALANCE - BEGINNING OF YEAR	3,413,205.14		
	REVENUE OVER EXPENDITURES - YTD	462,244.78		
	BALANCE - CURRENT DATE		3,875,449.92	
	TOTAL FUND EQUITY			3,967,923.04
	TOTAL LIABILITIES AND EQUITY			4,394,332.43

TOWN OF ALTA
BALANCE SHEET
MARCH 31, 2025

CAPITAL PROJECT FUND

	ASSETS			
45-10100	CASH - COMBINED FUND		(502.33)	
45-12100	RESTRICT CASH-CAPITAL IMPROVE		1,697,025.90	
	TOTAL ASSETS			1,696,523.57
	LIABILITIES AND EQUITY			
	FUND EQUITY			
	UNAPPROPRIATED FUND BALANCE:			
45-29800	BEGINNING OF YEAR	1,710,589.93		
	REVENUE OVER EXPENDITURES - YTD	(14,066.36)		
	BALANCE - CURRENT DATE		1,696,523.57	
	TOTAL FUND EQUITY			1,696,523.57
	TOTAL LIABILITIES AND EQUITY			1,696,523.57

TOWN OF ALTA
BALANCE SHEET
MARCH 31, 2025

WATER FUND

	ASSETS			
51-10100	CASH - COMBINED FUND		(1,404.39)	
51-11140	PTIF CAPITAL ACQUISTION-WATER		534,943.38	
51-13110	ACCOUNTS RECEIVABLE		148,826.35	
51-16310	WATER DISTRIBUTION SYSTEM		2,496,283.74	
51-16320	CONSTRUCTION IN PROCESS		25,269.07	
51-16510	MACHINERY AND EQUIPMENT		24,897.82	
51-17500	ACCUMULATED DEPRECIATION		(1,324,105.87)	
	TOTAL ASSETS			1,904,710.10
	LIABILITIES AND EQUITY			
	LIABILITIES			
51-21310	ACCOUNTS PAYABLE		(180.00)	
51-22620	DUE TO OTHER FUNDS - LONGTERM		296,970.00	
	TOTAL LIABILITIES			296,790.00
	FUND EQUITY			
51-26520	NET INVESTMENT/CAPITOL ASSETS		1,068,497.00	
	UNAPPROPRIATED FUND BALANCE:			
51-29800	UNRESTRICTED NET POSITION	292,560.79		
	REVENUE OVER EXPENDITURES - YTD	246,862.31		
	BALANCE - CURRENT DATE		539,423.10	
	TOTAL FUND EQUITY			1,607,920.10
	TOTAL LIABILITIES AND EQUITY			1,904,710.10

TOWN OF ALTA
BALANCE SHEET
MARCH 31, 2025

SEWER FUND

	ASSETS			
52-10100	CASH - COMBINED FUND		1,829.20	
52-11130	PTIF CASH RESTRICTED		699,570.50	
52-13110	ACCOUNTS RECEIVABLE		86,902.80	
52-16310	SEWER SYSTEM		848,217.93	
52-17500	ACCUMULATED DEPRECIATION		(699,350.86)	
	TOTAL ASSETS			937,169.57
	LIABILITIES AND EQUITY			
	LIABILITIES			
52-21310	ACCOUNTS PAYABLE		(180.00)	
	TOTAL LIABILITIES			(180.00)
	FUND EQUITY			
52-26520	NET INVESTMENT/CAPITAL ASSESTS		290,453.00	
	UNAPPROPRIATED FUND BALANCE:			
52-29800	UNRESTRICTED NET POSITION	495,702.51		
	REVENUE OVER EXPENDITURES - YTD	151,194.06		
	BALANCE - CURRENT DATE		646,896.57	
	TOTAL FUND EQUITY			937,349.57
	TOTAL LIABILITIES AND EQUITY			937,169.57

Account Nur	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
COMBINED BUDGET SUMMARY: GF, Cap-Ex, Water, Sewer					
REVENUE					
Property Tax		390,973	431,723	378,805	405,165
Sales Tax		1,194,289	2,066,084	1,189,255	1,890,000
Other Taxes: Municipal Energy, Tele		74,614	105,400	63,649	93,297
Town Services:					
Permits, Licensing, Fines, Impact Fees, Shuttle		277,346	363,232	355,802	341,150
Sewer		145,948	213,000	245,512	240,977
Water		250,769	364,066	368,296	383,651
Restricted Gov Grants (County, USFS, SLC, 4th .25, PO, UDOT)		73,866	111,342	76,066	119,047
Misc Revenue		189,951	249,530	177,340	249,150
	Total Revenue	**2,597,756**	**3,904,377**	**2,854,724**	**3,722,437**
EXPENSES					
Alta Justice Court, Code Enforcement		19,413	34,275	27,145	47,205
Economic Development		0	0	0	400
Government Administration				417,481	696,186
Financial Preparation		7,839	110,335	9,708	15,500
General Operations		0	240,836	0	0
Town Services & Programs		18,199	157,911	23,913	43,269
Land Use Planning, Building Inspections, Zoning		51,100	199,255	114,649	175,900
Post Office		29,105	44,327	32,058	42,680
Public Safety				0	0
Employees: Salaries and Benefits		678,480	1,253,030	777,308	1,264,870
Equipment: Resources to Complete Work		105,023	213,400	97,060	254,403
Recycling		18,106	28,800	16,325	31,500
Sewer		140,372	221,492	84,507	232,820
Town Council: Salaries, Training, Admin		19,114	80,256	15,121	26,450
Transportation		194,761	279,164	191,142	313,850
Water		97,734	261,726	86,401	334,883
Misc. Expenses		-473	1,200	0	1,200
	Total Expenses (w/o CapEx Projects)	**1,378,775**	**3,126,008**	**1,892,818**	**3,481,116**
Capital Improvement Projects		598,948	853,585	0	0
	Total Expenses	**1,977,723**	**3,979,593**	**1,892,818**	**3,481,116**
COMBINED BUDGET SUMMARY					
Net Difference		**1,218,982**	**778,369**	**961,906**	**241,321**
NET "GRAND" TOTAL - ALL 4 FUNDS BUDGET MUST = Zero		**238,983**	**0**	**846,235**	**0**

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
GENERAL FUND REVENUE					
TAXES					
10-31-100	CURRENT YEAR PROPERTY TAXES	390,916	431,276	360,609	400,165
10-31-101	TAX INCREMENT - CRA	0	0	0	0
10-31-200	PRIOR YEAR PROPERTY TAXES	57	447	18,197	5,000
10-31-300	SALES AND USE TAXES	1,194,289	2,066,084	1,189,255	1,890,000
10-31-310	4th .25 TAX	30,751	51,884	22,101	45,197
10-31-400	ENERGY SALES AND USE TAX	70,306	100,000	58,776	87,329
10-31-410	TELEPHONE USE TAX	4,308	5,400	4,872	5,968
Total TAXES:		1,690,627	2,655,091	1,653,809	2,433,659
LICENSES AND PERMITS					
10-32-100	BUSINESS LICENSES AND PERMITS	19,431	19,409	19,780	21,000
10-32-150	LIQUOR LICENSES	5,325	5,550	6,575	6,350
10-32-210	BUILDING PERMITS	10,381	60,000	95,305	80,000
10-32-220	PARKING PERMITS	14,375	14,375	0	14,000
10-32-250	ANIMAL LICENSES	12,420	12,635	11,875	14,000
Total LICENSES AND PERMITS:		61,932	111,969	133,535	135,350
INTERGOVERNMENTAL REVENUE					
10-33-100	WFRC MATCHING GRANT	0	0	0	0
10-33-200	SALT LAKE CITY	0	0	0	0
10-33-275	SLC TRAILS	0	0	0	0
10-33-300	COUNTY - COMMUNITY DEVELOPMENT	0	0	0	0
10-33-350	COUNTY - TRANSPORTATION	0	0	0	0
10-33-375	COUNTY - ZAP	0	0	0	0
10-33-400	STATE GRANTS	0	5,700	9,000	9,000
10-33-450	FEDERAL GRANTS	0	0	0	0
10-33-560	CLASS C" ROAD FUND ALLOTMENT"	10,175	15,354	10,639	15,000
10-33-580	STATE LIQUOR FUND ALLOTMENT	5,554	5,554	6,938	5,000
10-33-600	SISK	3,000	3,000	3,000	3,000
10-33-650	POST OFFICE	16,387	21,850	16,387	21,850
10-33-700	UDOT	8,000	8,000	8,000	8,000
Total INTERGOVERNMENTAL REVENUE:		43,116	59,458	53,965	61,850

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
CHARGES FOR SERVICES					
10-34-240	REVEGETATION BONDS	0	2,000	0	2,000
10-34-430	PLAN CHECK FEES	6,532	36,358	78,365	52,000
10-34-500	ZONING CHANGE FEE			426	0
10-34-550	PLANNING COMM REVIEW FEES	300	300	0	300
10-34-760	FACILITY CENTER USE FEES	450	450	0	500
10-34-810	IMPACT FEES	0	0	0	2,000
	Total CHARGES FOR SERVICES:	7,282	39,108	78,791	56,800
FINES AND FORFEITURES					
10-35-100	COURT FINES	10,954	13,896	14,050	10,000
10-35-101	CIVIL CODE ENFORCEMENT	0	0	0	5,000
	Total FINES AND FORFEITURES:	10,954	13,896	14,050	15,000
MISCELLANEOUS REVENUE					
10-36-100	INTEREST EARNINGS	107,483	145,000	104,585	100,000
10-36-300	OTHER FINANCING SOURCES	0	0	0	61,400
10-36-400	SALE OF FIXED ASSETS	34,418	34,418	0	0
10-36-620	MISCELLANEOUS	2,757	3,384	2,493	37,500
10-36-700	CONTRIB FROM PRIVATE SOURCES	0	8,000	0	8,000
10-36-800	DONATIONS	0	0	150	0
10-36-810	METERING	0	0	0	12,000
10-36-820	4x4 ENFORCEMENT	0	0	0	0
10-36-830	TOWN SHUTTLE	197,179	198,259	129,902	134,000
10-36-900	SUNDRY REVENUES	1,560	1,570	998	2,000
10-36-910	SALES TAX	658	658	0	250
	Total MISCELLANEOUS REVENUE:	344,056	391,289	238,128	355,150
TRANSFERS INTO GENERAL FUND					
10-39-200	USE OF UNRESERVED FUND BALANCE	0	0	0	0
10-39-250	USE OF RESERVED FUNDS	0	8,250	0	0
10-39-400	TRANSFERS FROM CAP PROJ FUND	0	0	0	0
10-39-410	TRANSFERS FROM IMPACT FUND	0	0	0	0
10-39-420	TRANSFERS FROM SEWER FUND	0	0	0	0
10-39-430	TRANSFERS FROM WATER FUND	0	0	0	0
	Total TRANSFERS INTO GENERAL FUND:	0	8,250	0	0
	GENERAL FUND Revenue Total:	**2,157,966**	**3,270,811**	**2,172,278**	**3,057,809**
	GENERAL FUND Transfer IN Total:	**0**	**8,250**	**0**	**0**
	CASH AVAILABLE FOR GENERAL FUND	**2,157,966**	**3,279,061**	**2,172,278**	**3,057,809**

Account Nun	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
GENERAL FUND EXPENSES					
LEGISLATIVE					
10-41-110	SALARIES - MAYOR AND COUNCIL	13,500	18,000	13,400	18,000
10-41-120	REMUNERATION	0	0	0	0
10-41-130	EMPLOYEE BENEFITS	0	100	0	100
10-41-131	EMPLOYER TAXES	1,073	1,435	1,061	1,500
10-41-230	TRAVEL	0	750	0	1,000
10-41-280	TELECOM	0	0	0	0
10-41-330	EDUCATION AND TRAINING	970	2,000	660	4,000
10-41-620	MISCELLANEOUS	38	250	0	350
Total LEGISLATIVE:		15,581	22,535	15,121	24,950
COURT					
10-42-110	SALARIES AND WAGES	14,675	17,000	15,767	18,423
10-42-130	EMPLOYEE BENEFITS	0	125	180	133
10-42-131	EMPLOYER TAXES	547	1,400	544	1,409
10-42-133	URS CONTRIBUTIONS			5,812	10,000
10-42-230	TRAVEL	114	500	125	750
10-42-240	OFFICE SUPPLIES AND EXPENSE	21	500	20	500
10-42-280	TELEPHONE	0	0	0	240
10-42-310	PROFESSIONAL & TECHNICAL	0	100	0	500
10-42-330	EDUCATION & TRAINING	250	250	250	1,500
10-42-480	INDIGENT DEFENSE SVCS	0	2,400	0	2,500
10-42-481	VICTIM REPARATION SURCHARGE	3,600	11,000	4,079	6,000
10-42-620	MISCELLANEOUS SERVICES	206	1,000	238	750
Total COURT:		19,413	34,275	27,015	42,705
ADMINISTRATIVE					
10-43-110	SALARIES AND WAGES	158,742	260,000	207,461	337,433
10-43-111	PERFORMANCE BONUS	2,100	4,556	2,800	4,600
10-43-130	EMPLOYEE BENEFITS	1,273	2,000	1,303	2,120
10-43-131	EMPLOYER TAXES	13,676	22,198	16,827	26,874
10-43-132	INSUR BENEFITS	17,668	32,000	36,318	71,000
10-43-133	URS CONTRIBUTIONS	27,240	41,500	32,745	59,719
10-43-140	TERMINATION BENEFITS	8,250	8,250	0	0
10-43-210	BOOKS, SUBSCRIPT & MEMBERSHIPS	4,395	5,500	2,940	5,500
10-43-220	PUBLIC NOTICES	1,033	1,033	0	1,500
10-43-230	TRAVEL	192	1,800	196	3,000
10-43-240	OFFICE SUPPLIES AND EXPENSE	2,963	4,000	2,436	4,000
10-43-245	IT SUPPLIES & MAINT	12,953	20,000	14,262	25,000

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
10-43-250	EQUIPMENT/SUPPLIES & MNTNCE	117	4,800	395	5,000
10-43-255	VEHICLE SUPPLIES & MAINTENANCE	0	0	0	0
10-43-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0	0	1,818	5,000
10-43-265	VEHICLE LEASE PAYMENTS	0	0	0	0
10-43-270	UTILITIES	0	0	0	0
10-43-280	TELEPHONE	2,881	4,600	4,272	4,600
10-43-310	PROFESSIONAL/TECHNICAL/SERVICE	3,598	10,000	434	8,500
10-43-315	PROF CONSULTANT SERVICES	47,300	65,500	5,070	5,500
10-43-320	PROF/TECH/SERVICES/ACCOUNTING	4,608	10,000	4,596	10,000
10-43-325	PROF SERVICES - LEGAL	31,707	50,000	32,173	60,000
10-43-330	EDUCATION & TRAINING	2,132	3,000	1,858	4,000
10-43-350	ELECTIONS	2,500	2,500	0	0
10-43-440	BANK CHARGES	3,231	4,000	5,112	5,500
10-43-500	INSURANCE DEDUCTIBLE EXPENSE	0	0	0	0
10-43-510	INSURANCE AND SURETY BONDS	4,299	4,500	3,412	4,400
10-43-515	WORKERS COMPENSATION INS	1,440	2,400	683	2,400
10-43-610	MISCELLANEOUS SUPPLIES	1,261	1,500	158	1,000
10-43-620	MISCELLANEOUS SERVICES	2,569	3,500	3,409	5,000
10-43-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
Total ADMINISTRATIVE:		358,129	569,137	380,678	661,646
MUNICIPAL BUILDINGS					
10-45-110	SALARIES AND WAGES	11,439	20,000	17,894	22,210
10-45-111	PERFORMANCE BONUS	0	130	250	250
10-45-130	EMPLOYEE BENEFITS	110	200	30	212
10-45-131	EMPLOYER TAXES	909	2,000	1,392	1,718
10-45-132	INSUR BENEFITS	0	0	0	0
10-45-133	URS CONTRIBUTIONS	0	0	0	0
10-45-255	VEHICLE SUPPLIES & MAINTENANCE	884	1,000	0	1,000
10-45-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	4,918	6,000	9,011	6,000
10-45-265	TOM MOORE BLDG/MNTNCE	0	0	0	0
10-45-270	UTILITIES	4,195	6,500	3,760	6,500
10-45-510	INSURANCE AND SURETY BONDS	1,141	2,500	1,098	1,400
10-45-610	MISCELLANEOUS SUPPLIES	42	500	47	1,000
10-45-740	CAPITAL OUTLAY-EQUIPMENT	0	0	0	0
Total MUNICIPAL BUILDINGS:		23,637	38,830	33,482	40,290

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
NON-DEPARTMENTAL					
10-50-330	TOWN EVENTS	98	3,500	0	4,000
10-50-340	CENTRAL WASATCH COMM / CWC	15,000	15,000	15,000	15,000
10-50-350	SLC COMM RENEWABLE ENERGY PROG	0	0	0	400
10-50-610	MISCELLANEOUS SUPPLIES	-473	1,200	0	1,200
10-50-620	AUDIT	10,000	10,000	10,000	10,000
10-50-640	MISC SERVICES	0	1,000	15	1,000
10-50-650	INSURANCE CLAIMS	0	0	0	0
10-50-910	SALES TAX RECEIVED	657	657	9	250
Total NON-DEPARTMENTAL:		25,281	31,357	25,024	31,850
TRANSPORTATION					
10-51-325	PROF & TECH SERVICES - LEGAL	265	2,500	316	1,000
10-51-630	WFRC MATCHING GRANT FUNDS	0	0	0	0
10-51-631	TRAILHEAD PROJECTS	0	0	0	0
10-51-635	MEDIAN	0	1,000	0	250
10-51-636	EXPANDED UTA BUS SERVICE	0	0	0	0
10-51-637	FLAGSTAFF LOT IMPROVEMENTS	0	0	0	0
10-51-638	TRAFFIC MANAGEMENT	62	5,000	995	10,000
10-51-640	MISCELLANEOUS	1,575	1,575	0	5,000
10-51-645	ALTA RESORT SHUTTLE	174,066	225,089	185,908	252,000
10-51-700	PARKING PERMITS	6,267	10,000	3,923	11,000
10-51-810	METERING	0	0	0	12,100
Total TRANSPORTATION:		182,235	245,164	191,142	291,350
CIVIL CODE ENFORCEMENT - new					
10-52-310	PROFESSIONAL & TECHNICAL - new	0	0	0	3,000
10-52-240	OFFICE SUPPLIES AND EXPENSE - new	0	0	0	1,000
10-52-640	MISCELLANEOUS - new	0	0	0	500
Total CIVIL CODE ENFORCEMENT:		0	0	0	4,500
PLANNING AND ZONING					
10-53-120	COMMISSION REMUNERATION	1,050	2,000	750	2,000
10-53-220	PUBLIC NOTICES	0	250	63	250
10-53-230	TRAVEL	0	250	0	1,000
10-53-240	OFFICE SUPPLIES AND EXPENSE	0	150	0	150
10-53-310	PROFESSIONAL & TECHNICAL	0	5,000	31,275	40,000
10-53-315	PROF & TECH SERVICES - LAWSUIT	0	0	0	0
10-53-325	PROF & TECH SERVICES - LEGAL	18,886	34,000	30,941	25,000
10-53-330	EDUCATION AND TRAINING	0	500	75	1,500

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
10-53-510	INSURANCE & SURETY BONDS	3,534	3,800	2,810	3,600
10-53-610	MISCELLANEOUS SUPPLIES	18	200	0	300
10-53-620	MISCELLANEOUS SERVICES	48	200	0	300
	Total PLANNING AND ZOING:	23,536	46,350	65,914	74,100
POLICE DEPARTMENT					
10-54-110	SALARIES AND WAGES	471,900	743,000	547,420	887,750
10-54-111	PERFORMANCE BONUS	6,375	12,054	6,205	11,970
10-54-112	WAGE CORRECTION	0	135,686	0	0
10-54-130	EMPLOYEE BENEFITS	2,339	5,000	1,912	5,000
10-54-131	EMPLOYER TAXES	36,886	69,290	42,475	70,150
10-54-132	INSUR BENEFITS	90,771	158,000	92,975	145,000
10-54-133	URS CONTRIBUTIONS	70,210	130,000	78,349	145,000
10-54-135	MENTAL HEALTH RESOURCES				4,000
10-54-140	TERMINATION BENEFITS	0	0	0	0
10-54-210	BOOKS/SUBSCRIP/MEMBERSHIPS	3,661	18,200	12,570	17,000
10-54-230	TRAVEL	90	1,000	586	1,000
10-54-240	OFFICE SUPPLIES AND EXPENSE	292	1,500	352	1,500
10-54-245	IT SUPPLIES AND MAINT	10,702	13,500	9,356	20,000
10-54-250	EQUIP/SUPPLIES & MNTNCE	-224	2,500	1,930	5,000
10-54-255	VEHICLE SUPPLIES & MAINTENANCE	24,097	25,500	6,162	28,000
10-54-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	22,094	59,500	17,495	30,000
10-54-265	VEHICLE LEASE PAYMENTS	0	0	0	0
10-54-270	UTILITIES	6,034	10,000	5,508	10,000
10-54-280	TELEPHONE	8,569	10,000	8,462	14,750
10-54-310	PROFESS/TECHNICAL SERVICES	0	2,000	0	2,000
10-54-325	PROF & TECH SERVICES - LEGAL	3,774	10,000	1,770	10,000
10-54-330	EDUCATION AND TRAINING	4,826	17,200	3,236	12,500
10-54-470	UNIFORMS	2,483	4,500	1,620	4,650
10-54-480	SPECIAL DEPARTMENT SUPPLIES	1,530	8,000	5,310	19,000
10-54-500	INSURANCE DEDUCTIBLE EXPENSE	0	500	0	500
10-54-510	INSURANCE AND SURETY BONDS	12,147	12,500	15,003	15,003
10-54-515	WORKERS COMPENSATION INS	2,881	5,000	1,367	6,000
10-54-610	MISCELLANEOUS SUPPLIES	755	2,500	2,255	41,000
10-54-620	MISCELLANEOUS SERVICES	1,311	9,500	4,241	4,500
10-54-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
10-54-810	METERING	0	0	0	12,000
10-54-820	4x4 ENFORCEMENT	0	0	0	0
	Total POLICE DEPARTMENT:	783,504	1,466,430	866,559	1,523,273

		2023-24	2023-24	2024-25	2024-25
		Prior Year	Approved	Current year	Approved
Account Nur	Account Title	YTD Actual	Budget	YTD Actual	Budget
		3/31/2024	6/30/2024	3/31/2025	6/30/2025
ECONOMIC DEVELOPMENT					
10-55-230	TRAVEL	0	0	0	0
10-55-310	ACVB CONTRIBUTION	0	0	0	0
10-55-480	ACVB Matching Grant Funds	0	0	0	0
	Total ECONOMIC DEVELOPMENT:	0	0	0	0
POST OFFICE					
10-56-110	SALARIES AND WAGES	19,664	29,000	22,923	27,033
10-56-111	PERFORMANCE BONUS	500	930	470	700
10-56-130	EMPLOYEE BENEFITS	180	270	120	300
10-56-131	EMPLOYER TAXES	1,603	2,340	1,856	2,122
10-56-210	BOOKS/SUBSCRIP/MEMBERSHIPS	0	0	0	0
10-56-230	TRAVEL	0	100	0	100
10-56-240	OFFICE SUPPLIES & EXPENSE	352	400	416	500
10-56-245	IT SUPPLIES AND MAINT	18	400	0	500
10-56-250	EQUIP/SUPPLIES AND MNTNCE	666	1,000	885	1,500
10-56-260	BLDGS/GOUNDS-SUPPLIES/MNTNCE	1,951	2,500	1,414	2,500
10-56-270	UTILITIES	1,705	3,000	1,390	3,000
10-56-280	TELEPHONE	990	1,600	911	1,500
10-56-440	BANK CHARGES - Alta CPO Acct	0	0	20	0
10-56-480	SPECIAL DEPARTMENT SUPPLIES	0	100	0	100
10-56-510	INSURANCE & SURETY BONDS	612	712	581	700
10-56-515	WORKERS COMPENSATION INS	267	425	127	425
10-56-620	MISCELLANEOUS SERVICES	0	150	0	200
10-56-630	OVERAGE & SHORT	0	0	0	0
10-56-635	POST OFFICE INVENTORY	599	1,400	844	1,500
10-56-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
	Total POST OFFICE:	29,105	44,327	31,956	42,680
FIRE PROTECTION					
10-57-310	PROFESS/TECHNICAL SERVICES	0	0	0	0
	Total FIRE PROTECTION:	0	0	0	0
BUILDING INSPECTION					
10-58-110	SALARIES AND WAGES	0	0	0	0
10-58-120	PLAN CHECKS	-724	3,500	22,885	52,000
10-58-130	EMPLOYEE BENEFITS	0	0	0	0
10-58-210	BOOKS, SUBSCRIPTIONS & MEMBERS	0	0	0	400
10-58-230	TRAVEL	0	0	0	0
10-58-280	TELEPHONE	0	0	0	0

		2023-24	2023-24	2024-25	2024-25
		Prior Year	Approved	Current year	Approved
Account Nur	Account Title	YTD Actual	Budget	YTD Actual	Budget
		3/31/2024	6/30/2024	3/31/2025	6/30/2025
10-58-310	PROFESS/TECHNICAL INSPECTIONS	12,415	28,000	9,433	10,000
10-58-325	PROF SERVICES - LEGAL	0	600	294	600
10-58-330	EDUCATION AND TRAINING	0	0	0	0
10-58-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0
10-58-481	BUILDING PERMIT - SURCHARGES	115	500	0	500
10-58-510	INSURANCE & SURETY BONDS	757	950	1,124	800
	Total BUILDING INSPECTION:	12,564	33,550	33,735	64,300
STREETS - C ROADS					
10-60-110	SALARIES AND WAGES	0	0	0	0
10-60-130	EMPLOYEE BENEFITS	0	0	0	0
10-60-250	EQUIP/SUPPLIES/MNTNCE	0	0	0	0
10-60-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0	8,000	0	8,000
10-60-265	FLAGSTAFF LOT PAVING	0	0	0	0
10-60-310	PROFESS/TECHNICAL SERVICES	12,526	26,000	0	14,500
10-60-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0
	Total STREETS - C ROADS:	12,526	34,000	0	22,500
RECYCLING					
10-62-210	BOOKS/SUBSCRIP/MEMBERSHIPS	0	0	0	0
10-62-230	TRAVEL	0	0	0	0
10-62-250	EQUIP/SUPPLIES/MNTNCE	0	0	0	0
10-62-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	1,238	1,500	916	1,500
10-62-310	CONTRACT SERVICES cardboard	16,869	27,000	15,409	30,000
10-62-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0
10-62-610	MISCELLANEOUS SUPPLIES	0	300	0	0
	Total RECYCLING:	18,106	28,800	16,325	31,500
GIS					
10-66-110	SALARIES AND WAGES	0	0	0	0
10-66-111	PERFORMANCE BONUS	0	0	0	0
10-66-130	EMPLOYEE BENEFITS	0	0	0	0
10-66-131	EMPLOYER TAXES	0	0	0	0
10-66-240	OFFICE SUPPLIES AND EXPENSE	0	0	0	500
10-66-250	EQUIPMENT/SUPPLIES & MNTNCE	0	0	0	0
10-66-310	PROFESS/TECHNICAL SERVICES	0	2,000	0	2,000
10-66-330	EDUCATION AND TRAINING	0	0	0	0
10-66-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0
10-66-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
	Total GIS:	0	2,000	0	2,500

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
SUMMER PROGRAM					
10-70-110	SALARIES AND WAGES	1,842	4,965	278	2,500
10-70-111	PERFORMANCE BONUS	0	0	0	150
10-70-130	EMPLOYEE BENEFITS	0	70	40	70
10-70-131	EMPLOYER TAXES	216	400	20	200
10-70-250	EQUIP-SUPPLIES/MNTNCE	3,399	6,000	2,919	6,000
10-70-255	VEHICLE SUPPLIES & MAINTENANCE	715	1,000	0	1,000
10-70-260	BLDGS/GROUNDS-STORAGE UNIT	4,009	5,000	3,235	5,000
10-70-265	VEHICLE LEASE PAYMENTS	0	0	0	0
10-70-310	PROFESSIONAL & TECHNICAL	0	0	0	0
10-70-320	USFS RANGER	0	12,000	12,000	12,000
10-70-470	TRAILS	0	0	0	0
10-70-480	SPECIAL DEPARTMENT SUPPLIES	0	100	0	100
10-70-510	INSURANCE AND SURETY BONDS	398	400	1,149	1,149
10-70-515	WORKERS COMPENSATION INS	0	400	0	400
10-70-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
	Total SUMMER PROGRAM:	10,579	30,335	19,642	28,569
IMPACT FEE					
10-72-110	SALARIES AND WAGES	0	0	0	0
10-72-130	EMPLOYEE BENEFITS	0	0	0	0
10-72-250	EQUIP-SUPPLIES/MNTNCE	0	0	0	0
10-72-280	TELEPHONE	0	0	0	0
10-72-310	PROFESS/TECHNICAL SERVICES	0	0	0	20,000
10-72-325	PROF & TECH SERVICES - LEGAL	0	0	0	0
10-72-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0
10-72-620	MISCELLANEOUS SERVICES	0	0	0	0
10-72-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
	Total IMPACT:	0	0	0	20,000
LIBRARY - COMMUNITY CENTER					
10-75-110	SALARIES AND WAGES	0	0	0	0
10-75-130	EMPLOYEE BENEFITS	0	0	0	0
10-75-250	EQUIP-SUPPLIES/MNTNCE	0	500	0	500
10-75-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	4,015	10,000	769	5,000
10-75-270	UTILITIES	2,139	3,600	2,318	3,600
10-75-280	TELEPHONE	0	0	0	0
10-75-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0
10-75-510	INSURANCE & SURETY BONDS	1,369	1,500	1,183	1,500

		2023-24	2023-24	2024-25	2024-25
		Prior Year	Approved	Current year	Approved
Account Nun	Account Title	YTD Actual	Budget	YTD Actual	Budget
		3/31/2024	6/30/2024	3/31/2025	6/30/2025
10-75-620	MISCELLANEOUS SERVICES	0	100	0	100
10-75-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
Total LIBRARY - COMMUNITY CENTER:		7,523	15,700	4,271	10,700
COMMUNITY DEVELOPMENT					
10-78-110	SALARIES AND WAGES	0	0	0	0
10-78-130	EMPLOYEE BENEFITS	0	0	0	0
10-78-250	EQUIP-SUPPLIES/MNTNCE	0	0	0	0
10-78-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0	0	0	0
10-78-310	PROGESS/TECHNICAL SERVICES	0	0	0	0
10-78-620	MISCELLANEOUS SERVICES	0	0	0	0
10-78-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0
Total COMMUNITY DEVELOPMENT:		0	0	0	0
TRANSFERS OUT OF GENERAL FUND					
10-90-510	TRANSFER TO WATER FUND	0	0	0	0
10-90-520	TRANSFER TO SEWER FUND	0	0	0	0
10-90-530	TRANSFER TO DEBT SERVICE	0	0	0	0
10-90-540	TRANS TO GENERAL FUND RESERVE	0	0	0	0
10-90-550	TRANS TO CAPITAL PROJECT FUND	0	621,271	0	140,396
10-90-560	TRANS TO POST EMPLOYMENT FUND	0	15,000	0	0
Total TRANSFERS OUT OF GENERAL FUND:		0	636,271	0	140,396
	GENERAL FUND Expenditure Total:	**1,521,719**	**2,642,790**	**1,710,864**	**2,917,413**
	GENERAL FUND TRANSFER OUT Total:	**0**	**636,271**	**0**	**140,396**
	GENERAL FUND BUDGET	**1,521,719**	**3,279,061**	**1,710,864**	**3,057,809**
GENERAL FUND SUMMARY					
GENERAL FUND Revenue & Transfer IN Total:		**2,157,966**	**3,279,061**	**2,172,278**	**3,057,809**
GENERAL FUND Expenditure & Transfer OUT Total:		**1,521,719**	**3,279,061**	**1,710,864**	**3,057,809**
Net Total GENERAL FUND:		**636,247**	**0**	**461,414**	**0**

		2023-24	2023-24	2024-25	2024-25
		Prior Year	Approved	Current year	Approved
Account Nur	Account Title	YTD Actual	Budget	YTD Actual	Budget
		3/31/2024	6/30/2024	3/31/2025	6/30/2025
CAPITAL PROJECT FUND REVENUE					
INTERGOVERNMENTAL REVENUE					
45-33-400	STATE GRANT	0	0	0	0
	Total INTERGOVERNMENTAL REVENUE:	0	0	0	0
MISCELLANEOUS REVENUE					
45-36-100	INTEREST	43,074	56,500	50,746	40,000
	Total MISCELLANEOUS REVENUE:	43,074	56,500	50,746	40,000
TRANSFERS INTO CAPITAL PROJECT FUND					
45-39-100	TRANSFER FROM GENERAL FUND	0	621,271	0	140,396
45-39-250	USE OF RESERVED FUNDS	0	0	0	30,604
	Total TRANSFERS INTO CAPITAL PROJECT FUND:	0	621,271	0	171,000
CAPITAL PROJECT FUND EXPENSE					
MUNICIPAL BUILDINGS					
45-45-740	TOWN OFFICE	0	0	8,270	15,000
45-45-750	LIBRARY - COMMUNITY CENTER	0	0	53,113	75,000
	Total EXPENDITURE:	0	0	61,383	90,000
POLICE DEPT					
45-54-741	BUILDINGS	14,209	33,000	0	13,000
45-54-742	VEHICLES	50,827	61,000	0	55,000
45-54-743	EQUIPMENT	93,406	111,248	59	38,000
	Total EXPENDITURE:	158,442	205,248	59	106,000
OTHER EXPENDITURES					
45-70-740	SUMMER PROGRAM	0	0	0	0
45-70-741	UTILITY IMPROVEMENTS	0	0	9,811	15,000
	Total EXPENDITURE:	0	0	9,811	15,000
TRANSFERS OUT OF CAPITAL PROJECTS FUND					
45-90-200	CONTRIB TO FUND BALANCE	0	472,523	0	0
45-90-540	TRANS TO GENERAL FUND RESERVE	0	0	0	0
	Total TRANSFERS OUT OF CAPITAL PROJECTS FUND:	0	472,523	0	0
	CAPITAL PROJECT FUND Revenue & Transfer Total:	**43,074**	**677,771**	**50,746**	**211,000**
	CAPITAL PROJECT FUND Expenditure Total:	**158,442**	**677,771**	**71,254**	**211,000**
	Net Total CAPITAL PROJECT FUND:	**-115,369**	**0**	**-20,508**	**0**

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
WATER FUND REVENUE					
CHARGES FOR SERVICES					
51-34-100	WATER SALES	203,911	286,066	291,526	330,036
51-34-101	WATER SALES - OVERAGE	27,734	55,000	24,928	32,000
51-34-102	WATER SALES - OTHER	0	0	854	5,000
51-34-200	CONNECTION FEES	0	0	1,560	0
	Total CHARGES FOR SERVICES:	231,645	341,066	318,869	367,036
MISCELLANEOUS REVENUE					
51-36-100	INTEREST EARNINGS	19,124	23,000	14,351	16,615
51-36-200	BOND PROCEEDS	0	0	0	0
51-36-300	OTHER FINANCING SOURCES	0	0	0	0
51-36-800	DONATIONS	0	0	0	0
51-36-810	IMPACT FEES	0	0	0	0
51-36-820	AMERICAN RECOVERY ACT	0	0	0	0
51-36-900	MISCELLANEOUS	0	0	0	0
	Total MISCELLANEOUS REVENUE:	19,124	23,000	14,351	16,615
TRANSFERS INTO WATER FUND					
51-39-100	CONTRIBUTIONS - GENERAL FUND	0	0	0	0
51-39-200	USE 0F WATER RESERVE/PTIF BAL	0	545,997	0	531,714
	Total TRANSFERS INTO WATER FUND:	0	545,997	0	531,714
WATER FUND EXPENDITURES					
51-40-110	SALARIES AND WAGES	9,755	9,755	15,320	15,545
51-40-111	PERFORMANCE BONUS	0	0	0	0
51-40-130	EMPLOYEE BENEFITS	0	60	0	0
51-40-131	EMPLOYER TAXES	746	746	896	1,190
51-40-132	INSUR BENEFITS	1,206	1,210	1,708	1,400
51-40-133	URS CONTRIBUTIONS	1,802	1,802	2,434	2,643
51-40-210	BOOKS/SUBSCRIP/MEMBERSHIPS	442	700	555	700
51-40-230	TRAVEL	0	0	0	0
51-40-240	OFFICE SUPPLIES AND EXPENSE	0	0	0	0
51-40-245	IT/ACCTG SOFTWARE SUPPORT	900	4,000	1,013	2,400
51-40-250	EQUIP-SUPPLIES/MNTNCE	345	20,000	2,025	6,300
51-40-255	VEHCILES-SUPPLIES/MNTNCE	0	0	0	0
51-40-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	956	3,000	4,898	8,000

Account Nun	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
51-40-265	VEHICLE LEASE PAYMENTS	0	0	0	0
51-40-270	UTILITIES	11,134	17,000	9,518	17,850
51-40-280	TELEPHONE	1,844	2,500	1,099	2,520
51-40-305	WATER COSTS	5,962	9,000	7,036	9,000
51-40-310	PROFESS/TECHNICAL SERVICES	28,050	65,450	25,812	68,725
51-40-315	OTHER SERVICES/WATER PROJECTS	0	0	0	0
51-40-320	ENGINEERING/WATER PROJECTS	4,534	6,000	21,682	22,877
51-40-325	PROF & TECH SERVICES - LEGAL	566	3,000	1,508	3,150
51-40-330	EDUCATION AND TRAINING	0	650	0	0
51-40-475	SUPPLIES/WATER PROJECTS	0	0	0	0
51-40-480	SPECIAL DEPARTMENT SUPPLIES	0	503	0	530
51-40-490	WATER TESTS	4,768	12,000	3,791	12,600
51-40-495	WATER TREATMENT SUPPLIES	22,566	42,000	2,032	49,200
51-40-510	INSURANCE AND SURETY BONDS	4,961	5,000	5,245	5,245
51-40-515	WORKERS COMPENSATION INS	480	650	228	650
51-40-610	MISCELLANEOUS SUPPLIES	0	500	0	525
51-40-620	MISCELLANEOUS SERVICES	1,252	4,200	1,278	4,410
51-40-630	BAD DEBT EXPENSE	0	0	0	0
51-40-650	DEPRECIATION	0	58,000	0	60,900
51-40-740	CAPITAL OUTLAY	435,972	545,997	13,350	490,600
51-40-810	DEBT SERVICE - PRINCIPAL	0	0	0	61,400
51-40-820	DEBT SERVICE - INTEREST	0	0	0	0
51-40-830	INFRASTRUCTURE REPLACEMENT	0	96,340	0	67,005
51-40-999	LOSS ON DISPOSAL OF CAP ASSETS	0	0	0	0
Total EXPENDITURES:		538,240	910,063	121,427	915,365
WATER FUND Revenue & Transfer Total:		**250,769**	**910,063**	**333,220**	**915,365**
WATER FUND Expenditure Total:		**538,240**	**910,063**	**121,427**	**915,365**
Net Total WATER FUND:		**-287,471**	**0**	**211,792**	**0**

Account Num	Account Title	2023-24 Prior Year YTD Actual 3/31/2024	2023-24 Approved Budget 6/30/2024	2024-25 Current year YTD Actual 3/31/2025	2024-25 Approved Budget 6/30/2025
SEWER FUND REVENUE					
CHARGES FOR SERVICES					
52-34-100	SEWER SERVICES	125,224	185,000	200,358	230,977
52-34-200	CONNECTION FEES	0	0	2,340	0
	Total CHARGES FOR SERVICES:	125,224	185,000	202,698	230,977
MISCELLANEOUS REVENUE					
52-36-100	INTEREST EARNINGS	20,724	28,000	20,770	10,000
52-36-300	OTHER FINANCING SOURCES	0	0	0	0
52-36-900	MISCELLANEOUS	0	0	0	0
	Total MISCELLANEOUS REVENUE:	20,724	28,000	20,770	10,000
TRANSFERS INTO SEWER FUND					
52-39-100	CONTRIBUTIONS - GENERAL FUND	0	0	0	0
52-39-200	USE OF SEWER RESERVE/PTIF	0	8,492	0	10,000
	Total TRANSFERS INTO SEWER FUND:	0	8,492	0	10,000

		2023-24	2023-24	2024-25	2024-25
		Prior Year	Approved	Current year	Approved
Account Nur	Account Title	YTD Actual	Budget	YTD Actual	Budget
		3/31/2024	6/30/2024	3/31/2025	6/30/2025
SEWER FUND EXPENDITURES					
52-40-110	SALARIES AND WAGES	8,132	8,132	13,534	13,759
52-40-111	PERFORMANCE BONUS	0	0	0	0
52-40-130	EMPLOYEE BENEFITS	0	0	10	200
52-40-131	EMPLOYER TAXES	622	622	1,035	1,053
52-40-132	INSUR BENEFITS	1,005	1,005	1,504	1,200
52-40-133	URS CONTRIBUTIONS	1,502	1,502	2,151	2,339
52-40-240	OFFICE SUPPLIES AND EXPENSE	0	0	0	120
52-40-245	IT/ACCTG SOFTWARE SUPPORT	900	4,300	1,013	2,400
52-40-250	EQUIP-SUPPLIES/MNTNCE	0	215	0	230
52-40-265	VEHICLE LEASE PAYMENTS	0	0	0	0
52-40-305	DISPOSAL COSTS	123,665	173,411	56,322	175,500
52-40-310	PROFESS/TECHNICAL SERVICES	309	2,500	5,493	4,500
52-40-325	PROF & TECH SERVICES - LEGAL	0	1,000	0	1,156
52-40-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0
52-40-510	INSURANCE AND SURETY BONDS	3,282	4,000	2,609	3,500
52-40-515	WORKERS COMPENSATION INS	267	400	127	500
52-40-610	MISCELLANEOUS SUPPLIES	0	300	0	300
52-40-620	MISCELLANEOUS SERVICES	688	2,000	702	2,300
52-40-630	BAD DEBT EXPENSE	0	0	0	0
52-40-650	DEPRECIATION	0	22,105	0	23,763
52-40-740	CAPITAL OUTLAY	0	0	9,811	10,000
52-40-810	DEBT SERVICE - PRINCIPAL	0	0	0	0
52-40-820	DEBT SERVICE - INTEREST	0	0	0	0
52-40-830	INFRASTRUCTURE REPLACEMENT	0	0	0	8,157
52-40-910	TRANSFERS TO OTHER FUNDS	0	0	0	0
52-40-999	LOSS ON DISPOSAL OF CAP ASSETS	0	0	0	0
Total EXPENDITURES:		140,372	221,492	94,311	250,977
SEWER FUND Revenue & Transfers Total:		**145,948**	**221,492**	**223,469**	**250,977**
SEWER FUND Expenditure Total:		**140,372**	**221,492**	**94,311**	**250,977**
Net Total SEWER FUND:		**5,576**	**0**	**129,157**	**0**
NET "GRAND" TOTAL - ALL 4 FUNDS BUDGET MUST = Zero		**238,983**	**0**	**781,856**	**0**

Combined Capital Project Budget / Account Balances - Summary by Fund

PROJECT BUDGET EXPENSE TOTALS	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	Future / Unknown date
Capital Projects Fund Plan	$ 205,248	$ 211,000	$ 115,000	$ 80,000	$ 7,500,000	$ -	$ -	$ -	$ -	$ -
Water	$ 486,997	$ 507,877	$ 505,200	$ -	$ 300,000	$ -	$ -	$ -	$ 500,000	$ 300,000
Sewer	$ -		$ -	$ 500,000	$ -	$ -	$ -	$ -	$ -	$ -
Total Spend	**$ 692,245**	**$ 718,877**	**$ 620,200**	**$ 580,000**	**$ 7,800,000**	**$ -**	**$ -**	**$ -**	**$ 500,000**	**$ 300,000**

ACCOUNT BALANCES	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026	July 1, 2027	July 1, 2028	July 1, 2029	July 1, 2030	July 1, 2031	Future / Unknown date
Capital Projects Fund	$ 644,556	$ 1,194,072								
Water	$ 694,693	$ 316,966								
Sewer	$ 580,789	$ 583,860								

FY 2025 Capital Project Plan Summary

Capital Projects Fund - Projects	YTD: 3/31/2025	Budget	Status
Town Website	$ 8,270	$ 15,000	complete
Facilities Master Plan	$ 53,113	$ 75,000	ongoing
Marshals Office Security Cameras	$ -	$ 13,000	having connection issues
New AMO Truck - 5th officer	$ -	$ 55,000	ordered
AMO Mobile Data Terminals	$ -	$ 25,000	ongoing
Speed Trailer #3	$ 59	$ 13,000	ongoing
Master Water and Sewer Plan (1/3	$ 9,811	$ 15,000	ongoing
Total	**$ 71,254**	**$ 211,000**	

Water Fund - Projects	YTD: 3/31/2025	Budget	Status
Cross Tow Enginering	$ 21,682	$ 22,877	ongoing
Cross Tow Water Line	$ -	$ 400,000	ongoing
Water System Study Update	$ 9,811	$ 25,000	ongoing
Remote Water Meter Reading	$ 3,539	$ 60,000	ongoing
Total	**$ 35,033**	**$ 507,877**	

Sewer Fund - Projects	YTD: 3/31/2025	Budget	Status
Sewer Study	$ 9,811	$ 10,000	ongoing
Total	**$ 9,811**	**$ 10,000**	

** Any items in red are proposed, not approved.*

Capital Projects Fund Plan
Fund Balance: March 31, 2025
$ 1,697,026

Fund Balance	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
As of July 1 (start) of the fiscal year	1,188,590	1,499,590	1,629,578	1,798,465	1,552,419	1,798,992	2,052,961	2,314,550
Projected Year-End Balance	1,499,590	1,629,578	1,798,465	1,552,419	1,798,992	2,052,961	2,314,550	2,583,987

GL Code	Project Name	FY 2025 YTD	FY 2025 Budget	FY 2026 Budget	FY 2027 Budget	FY 2028 Budget	FY 2029 Budget	FY 2030 Budget	FY 2031 Budget	FY 2032 Budget
45-45-740	Town Website	8,270	15,000							
45-45-750	Replace a Building	-				7,500,000				
45-45-750	Facilities Master Plan	53,113	75,000							
45-45-750	Facilities Planning Phase 2	-		75,000						
45-45-750	Tom Moore Historic Structure Stabilization*	-		25,000						
45-54-741	Marshals Office Security Cameras	-	13,000							
45-54-742	New AMO Truck	-	55,000							
45-54-743	AMO Mobile Data Terminals	-	25,000							
45-54-743	Alta Central Dispatch Console Upgrade	-		15,000						
45-54-743	Alta Central Dispatch Radio System Upgrade Centracom Phase 2	-			30,000					
45-54-743	Speed Trailer #3	59	13,000							
45-70-740	Trailhead-Style Public Restroom 24/7*	-			50,000					
45-70-741	Master Water and Sewer Plan (1/3 cost)	9,811	15,000							
	Total Projects	**71,254**	**211,000**	**115,000**	**80,000**	**7,500,000**	**-**	**-**	**-**	**-**

** Any items in red are proposed, not approved.*

Budgeted Total 2025 - 2035 **8,111,248**

* Projects or programs toward which the Town collects revenue from other sources. Amounts indicated are net Town of Alta expenses.

Water Fund Projects

Fund Balance: March 31, 2025

$ 534,943

Fund Balance	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	Future / Unknown date
As of July 1 (start) of the fiscal year	355,616	-	-	-	-	-	-	-	-

GL Code	Project Name	FY 2025 YTD	FY 2025 Budget	FY 2026 Budget	FY 2027 Budget	FY 2028 Budget	FY 2029 Budget	FY 2030 Budget	FY 2031 Budget	FY 2032 Budget	Future / Unknown date
51-40-320	Cross Tow Enginering	21,682	22,877								
51-40-740	Water System Study Update	9,811	25,000								
51-40-740	Remote Water Meter Reading	3,539	60,000								
51-40-740	Cross Tow Water Line		400,000	505,200							
51-40-740	Hellgate 8" Loop	-				300,000					
51-40-740	Replace Pipe in Road (hellgate/bypass)	-								500,000	
51-40-740	Alta Central 8" Line	-									300,000
	Total Projects	**35,033**	**507,877**	**505,200**	**-**	**300,000**	**-**	**-**	**-**	**500,000**	**300,000**

** Any items in red are proposed, not approved (for years 2026 - 2032 #'s are approx. twice what was in the 2014 CIP plan)*

Sewer Fund Projects
Fund Balance: March 31, 2025
$ 699,571

Fund Balance	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	Future / Unknown date
As of July 1 (start) of the fiscal year	583,860	-	-	-	-	-	-	-	#REF!

GL Code	Project Name	FY 2025 YTD	FY 2025 Budget	FY 2026 Budget	FY 2027 Budget	FY 2028 Budget	FY 2029 Budget	FY 2030 Budget	FY 2031 Budget	FY 2032 Budget	Future / Unknown date
52-40-740	Sewer Study	9,811	10,000								
52-40-740	GMD's to Peruvian Line Upgrade	-			500,000						
	Total Projects		**10,000**	**-**	**500,000**	**-**	**-**	**-**	**-**	**-**	**-**

** Any items in red are proposed, not approved.*

MINUTES
ALTA TOWN COUNCIL MEETING & PUBLIC HEARING
Wednesday, March 12, 2025, 4:00 PM

Alta Community Center, 10351 E. Highway 210, Alta, Utah

PUBLIC HEARING

PRESENT:	Mayor Roger Bourke Councilmember John Byrne (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
NOT PRESENT:	Councilmember Carolyn Anctil Councilmember Elise Morgan

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

Mayor Bourke called the public hearing of March 12, 2025 to order to receive comments on the proposed fiscal year 2025 budget amendments.

2. **PUBLIC HEARING TO RECEIVE COMMENT ON PROPOSED FY 2025 BUDGET AMENDMENTS AND CAPITAL PROJECTS PLAN AMENDMENTS**

No public comment was received.

3. **MOTION TO ADJOURN**

MOTION: Dan Schilling motioned to adjourn the public hearing, and John Byrne seconded.

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

RESULT: APPROVED

ALTA TOWN COUNCIL MEETING

PRESENT: Mayor Roger Bourke
Councilmember Carolyn Anctil (attended virtually part way through the meeting)
Councilmember John Byrne (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

NOT PRESENT: Councilmember Elise Morgan

1. **CALL THE MEETING TO ORDER**

00:05:25

Mayor Bourke called the March 12, 2025 Alta Town Council meeting to order.

2. **CITIZEN INPUT**

00:05:45

Sara Gibbs, of Alta Community Enrichment expressed disappointment regarding the town's decision to place a bid on the Our Lady of Snows building, which ACE, an organization in the community for nearly 30 years, had also bid on. Gibbs compared the situation to living in a home for decades, only to have a close friend compete for its purchase. While acknowledging that people have the right to change their minds, Gibbs noted that the town's bid came as a shock to some community members who had little time to process it. Gibbs stated that the town had suggested ACE could remain a tenant if the town acquired the building but had not provided written confirmation or lease details. Gibbs emphasized that ACE had operated in the building with minimal financial impact and questioned whether the town would be amenable to their lease terms. Additionally, Gibbs expressed concerns about the use of town funds, arguing that a recent $75,000 study suggested the Town Community Center should be either remodeled or demolished, along with Alta Central. Gibbs suggested that the potentially significant cost of purchasing the building could be allocated elsewhere and urged the town to allow ACE to secure the property instead. Despite concerns, Gibbs remained hopeful that the town and ACE would maintain a strong partnership regardless of the outcome. Gibbs also called for a public hearing on the matter, particularly regarding any necessary budget adjustments, citing concern among community members.

Mayor Bourke stated that the town was still evaluating its options regarding the matter and had not made a final decision. Mayor Bourke emphasized that the town was considering what would be in its best interest and remained open to dialogue, including the discussion initiated by Gibbs. Mayor Bourke assured Gibbs that once a decision was reached, the town would clearly communicate both the outcome and the reasoning behind it.

Mark Haik recounted attending the February Town of Alta Planning Commission meeting, where Wade Budge presented a new proposal on behalf of a client. Haik noted that Budge emphasized transparency in the process and introduced a water expert to explain the necessary administrative steps before the Utah State Engineer. Haik stated that following the expert's remarks, the only question came from Commissioner Rob Voye, who asked why the discussion focused on the State Engineer rather than Salt Lake City Public Utilities. Haik highlighted that Voye had served as a town official for a long time, possibly second only to Nepstad, and had attended multiple executive sessions on public utilities. Haik questioned how Voye could still be uninformed about the water applications governing municipal water diversions in the Town of Alta. Haik further noted that no one present at the meeting, including council members, staff, Niermeyer, or the town's consultant, provided an answer to Voye's question. Haik concluded by asking how Voye remained uninformed on this issue after years of service and when he would be adequately informed about the details of public utility operations in the town.

Creighton Hart addressed the council, noting that it had been some time since their last attendance at a town meeting. Hart announced that the following day marked ACE's 28th anniversary as a 501(c)(3) organization recognized by the Town of Alta and extended birthday wishes to the organization, expressing hope for its continued success in the years ahead.

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

00:14:00

Mike Maughan provided an update beginning with a recap of a major power failure at the ski area on February 26. The outage occurred around noon during a meeting with the Forest Service and resulted in a full loss of power to the ski area. Maughan stated that within approximately 30 minutes, auxiliary systems and generators were activated, allowing operations to continue with minimal disruption. The ski area ran on backup systems for three days, with most visitors unaware of the issue aside from increased noise levels. Maughan reported that full utility power was restored after nearly six days, with the issue traced to a problem in the loop system's line across Crosstow. The outage caused damage to various electrical components and equipment, including transformers, which would require replacement during the summer. Maughan commended the Alta team's efforts in managing the situation and apologized for any disruptions in the town.

Maughan also provided an update on ski area visitation and business performance, stating that visitation was currently down about 6% compared to the previous year. Based on projections, Maughan anticipated ending the year approximately 5% below the prior year's numbers.

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

00:16:45

Mike Maughan provided an update on upcoming projects at the ski area, emphasizing the need to manage skier distribution while preserving the quality of the skiing experience. Maughan highlighted the impact of climate change and increasing demand, outlining key focus areas including snowmaking, infrastructure maintenance, and transportation improvements.

A major project this summer involves replacing a high-pressure snowmaking line along the rope tow, which has deteriorated and failed multiple times. This project includes digging a trench approximately 10 feet wide and 10 feet deep, installing two 42-inch culverts for water storage, replacing the snowmaking line, and adding a new power line. The Town of Alta will also be installing a water line within this trench. Additionally, upgrades to the pump house will be made, increasing pumping capacity to enhance snow production during optimal temperature windows.

Future projects include replacing the snowmaking line from the top of the Corkscrew ski run to the angle station, targeted for summer 2026. The ski area is also exploring additional water storage solutions to maximize snow production efficiency. Long-term plans involve potential snowmaking expansion into the Supreme area, though not in the immediate future.

Several terrain modifications are planned to improve safety and accessibility. The High Traverse project, which began last year, will continue with further work near the sunspot area. Another project near the bottom of Rock and Roll ski run aims to remove loose rocks and dead trees to improve skier safety. At the bottom of Supreme Cutoff, a terrain modification is planned to eliminate a blind spot; this involves reducing the steep break-over, widening the path, and removing trees to improve visibility.

Building projects include a two-year expansion of the Albion Day Lodge, which will add three levels, including restrooms, additional seating, updated coffee shop, and employee housing. Additionally, a new cold equipment storage facility is planned adjacent to the Albion parking lot, designed to be avalanche-resistant and provide easier access to essential equipment.

Lift improvements will also be a major focus. The Sugarloaf lift is set to receive an upgrade with new AC motors and communication lines. The Supreme lift will be straightened by removing the angle and repositioning the top and bottom terminals. Construction for this project begins May 15, with work expected to impact campground access and trails in the area.

Additional infrastructure improvements include installing a new base-to-base power line, repaving the south Flagstaff lot in collaboration with UDOT, and replacing an aging culvert coming out of the Tom Moore mine under SR 210. Four new Wyssen avalanche control towers will be installed on Sugarloaf Peak to enhance safety.

Maughan noted that these projects will significantly impact parking and public access this summer. The Albion parking lot may be fully unavailable this summer, while the Wildcat lot will be partially affected. Construction will also lead to temporary trail closures. Mayor Bourke raised concerns about the trench's proximity to the park and potential safety hazards for park users. Maughan acknowledged the concern and stated that temporary closures might be necessary to ensure public safety.

Mayor Bourke inquired about helicopter operations, noting that it is always a topic of interest to residents. John Byrne commended Maughan on the extensive list of summer projects, acknowledging the ambition behind them and expressing appreciation for the ongoing efforts to protect the skier experience.

Maughan also highlighted some challenges with the parking system, which has been in place for four years. Maughan noted that while it is functioning well, some individuals have found ways to use it to their advantage, leading to instances where lots were sold out but only filled to 75% capacity. Maughan stated that refinements would be made before the next season to address no-shows and improve efficiency.

5. **QUESTIONS REGARDING DEPARTMENTAL REPORTS**

00:43:10

No questions.

6. **APPROVAL OF FEBRUARY 12, 2025 TOWN COUNCIL MEETING MINUTES, FEBRUARY 14, 2025 EMERGENCY TOWN COUNCIL MEETING MINUTES, MARCH 4, 2025 SPECIAL TOWN COUNCIL MEETING MINUTES, AND FEBRUARY STAFF AND FINANCE REPORTS**

00:43:50

MOTION: Dan Schilling motioned to approve the February 12, 2025 Town Council Meeting Minutes, February 14, 2025 Emergency Town Council Meeting Minutes, March 4, 2025 Special Town Council Meeting Minutes, and February staff and finance reports. John Byrne seconded.

VOTE: All were in favor. The February 12, 2025 Town Council Meeting Minutes, February 14, 2025 Emergency Town Council Meeting Minutes, March 4, 2025 Special Town Council Meeting Minutes, and February staff and finance reports were approved.

RESULT: APPROVED

7. **MAYORS REPORT**

00:45:00

Mayor Bourke noted that unfortunately interlodge rules are being violated, emphasizing that when interlodge is in effect, individuals must remain indoors. Mayor Bourke encouraged people to check the town's website for updates. It was reiterated that enforcement is the responsibility of building managers and that while the town prioritizes persuasion over coercion, citations could be issued if necessary.

Mayor Bourke provided an update on the monthly SR 210 road meeting, noting that despite significant snowfall, the main line had generally remained open, with only occasional traffic disruptions. UDOT crews were commended for their work in maintaining traffic flow. Additionally, Mayor Bourke noted the conclusion of the 45-day legislative session, highlighting the passage of traction bill HB 196, which grants UDOT authority to regulate vehicle equipment requirements based on weather conditions.

Mayor Bourke also noted changes to vote-by-mail procedures, with residents being required to opt in starting in 2029. A comprehensive review of legislation affecting the town was planned for the next meeting.

Mayor Bourke reminded everyone that two council terms and the Mayor's seat would soon expire. Mayor Bourke encouraged multiple candidates to declare so voters could be presented with a choice. The candidate declaration filing dates are June 2 – 6 in person at the town office.

Mayor Bourke concluded with an astronomy update, discussing the Europa Clipper spacecraft's recent flyby of Mars and its upcoming Earth flyby in 2026. Mayor Bourke also noted an asteroid previously considered a potential impact threat had been ruled out after further orbital calculations.

The next town council meeting was scheduled for Wednesday, April 9, at 4:00 PM Mountain Daylight Time.

8. **DISCUSSION AND POSSIBLE ACTION TO ADOPT THE MUNICIPAL WASTEWATER (SEWER) PLANNING PROGRAM FOR 2024**

00:52:30

Cawley introduced the Municipal Wastewater Planning Program (MWPP) annual report, a required submission to the state. Cawley noted that the version included in the council packet appeared incomplete due to formatting issues with the Google form used to generate it. Given the missing and unclear responses, Cawley proposed postponing discussion until the next meeting.

Byrne commented on an incorrect response in the report, specifically regarding the number of lift stations in town. Steve McIntosh clarified that while there is a lift station near Byrne's residence, it is not part of the town's sewer system but rather the service area's. A discussion followed regarding ownership distinctions between the Town and Service Area #3, with McIntosh explaining how and where these systems connect to the larger regional infrastructure.

McIntosh also provided an overview of wastewater system maintenance over the past year, noting routine inspections and flushing activities. McIntosh mentioned work on a sagging pipe in the Goldminer's Lot, which remains a future project. Efforts to locate inflow and infiltration from snowmelt were also discussed. Additionally, McIntosh highlighted regular maintenance in the Superior Lot to prevent grease buildup, which could reduce costs.

Mayor Bourke confirmed that a more complete version of the MWPP report would be presented next month. Council members took the opportunity to thank McIntosh for years of dedicated service to the town's wastewater management.

9. **DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2025-R-2 REPEALING AND REPLACING DOG LICENSE NUMBERS**

00:59:00

Brooke Boone explained that the town had approved a total of 94 dog licenses annually, and that six licenses had recently been forfeited. Staff recommended to evenly distribute these six licenses between categories A and B. Clancy explained that the redistribution was based on past council preferences and that commuter licenses were reallocated accordingly. However, the final decision remained with the council.

Mayor Bourke opened the topic for discussion, noting the absence of some council members. Dan Schilling expressed support for the proposed approach without further opinion. John Byrne disclosed that both he and a family member held dog licenses but stated that he believed the program was well managed and supported the suggested allocation.

MOTION: Dan Schilling motioned to approve Resolution 2025-R-2. John Byrne seconded.

ROLL CALL VOTE: Mayor Bourke – yes, Councilmember Byrne – yes, Councilmember Schilling – yes, Resolution 2025-R-2 was unanimously approved.

RESULT: APPROVED

10. **IMPACT FEE UPDATE**

01:02:00

The council discussed whether to proceed with an impact fee study, given the financial and administrative burdens associated with impact fees. Cawley explained that impact fees are a regulated municipal revenue source used to fund public infrastructure expansion in response to new development. However, enacting and managing impact fees requires extensive technical analysis, financial accounting, and compliance with evolving state regulations.

The town's existing impact fee ordinance has not been updated since 1998, lacks proper documentation, and does not specify fee amounts. Currently, Alta has approximately $23,579 in its impact fee account, but these funds are not encumbered due to the absence of required technical studies. While state code allows funds collected after 2021 to be used for an impact fee study, most of Alta's collected fees predate this and cannot be used for this purpose.

Council members debated the necessity of an impact fee study, given Alta's limited growth potential. Byrne noted that while residential construction is mostly built out, commercial redevelopment could generate a need for infrastructure improvements, particularly for culinary water. However, Cawley pointed out that redevelopment projects must create new impacts to justify fees, and some developers, like the Shrontz Estate, plan to manage their own water systems.

Byrne emphasized the need for alternative revenue sources to offset infrastructure costs and prevent significant water rate increases for residents. Heimark inquired about the staff burden of conducting a study, with Cawley responding that most of the work would be outsourced but still require staff coordination.

Ultimately, the council acknowledged the uncertain return on investment for an impact fee study but considered allocating funds for one, particularly focusing on potential commercial growth impacts.

They also agreed that, regardless of their decision on impact fees, the town's ordinance must be updated to align with current state code.

(Carolyn Anctil joined the meeting)

11. **DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2025-R-4 TO AMEND THE FY 2025 BUDGETS**

01:27:30

The council reviewed and discussed the proposed budget amendment. Clancy outlined the key changes, including incorporating a mental health grant awarded to Ted Spencer for the Alta Marshal's Office, adjustments to impact fees, and modifications to the capital projects fund. Clancy also noted an error in an Excel spreadsheet that caused the deletion of a loan repayment entry and requested its reinstatement in the budget amendment.

Byrne clarified that loan repayments were previously categorized as balance sheet adjustments rather than income statement items. Clancy confirmed this but stated they were still documented for council awareness. Byrne characterized the amendments as primarily housekeeping changes with no major economic impact.

Cawley elaborated on a significant budget amendment related to the water fund, driven by an infrastructure project expected to cost up to $905,000—substantially more than previous estimates. Cawley noted that the project had received Forest Service approval and was progressing through state review, though procurement challenges remained. The increase in cost was attributed to an expanded project scope and more detailed planning.

To finance the project, Cawley suggested the council consider an interfund loan from the general fund to the water fund, with decisions on loan structure and timing in FY26 when the details can be fine tuned. Byrne suggested consolidating existing water fund debt into a single loan with clear repayment terms in compliance with state guidelines.

The discussion also touched on declining general fund transfers to the capital projects fund, with Byrne noting a sharp reduction compared to prior years. Heimark supported a more conservative approach to revenue forecasting, suggesting a shift from a rolling three-year average to a flat projection based on current-year figures. The council acknowledged the need for tighter financial management and potential alternative revenue sources.

MOTION: Dan Schilling motioned to approve Resolution 2025-R-4 including an edit to bring the $61,400 back onto the water fund budget line 51-40-810. Carolyn Anctil seconded.

ROLL CALL VOTE: Mayor Bourke – yes, Councilmember Byrne – yes, Councilmember Schilling – yes, Councilmember Anctil – yes, Resolution 2025-R-4 was unanimously approved.

RESULT: APPROVED

12. **DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2025-R-5 TO AMEND THE CAPITAL PROJECTS PLAN**

01:45:50

The council discussed the capital plan, noting that it does not yet incorporate recommendations from the water fund study or facility study. Byrne emphasized prioritizing life safety projects, specifically electrical system upgrades and seismic improvements for Alta Central. Heimark inquired about elevating the priority of a fire suppression water tank. Byrne advised against immediate action, citing a 2014 settlement agreement requiring the Shrontz Estate to fund the project. Cawley affirmed that future development would necessitate the Estate's construction of a tank, reinforcing the need to delay town involvement. Schilling supported prioritizing electrical and seismic upgrades due to their direct impact on safety. The council agreed to incorporate placeholders for these projects in the capital plan ahead of the next budget amendment. Clancy noted progress on fund balance projections for capital expenditures.

MOTION: Dan Schilling motioned to adopt Resolution 2025-R-5 to amend the capital projects plan as discussed. Carolyn Anctil seconded.

ROLL CALL VOTE: Councilmember Anctil – yes, Councilmember Schilling – yes, Mayor Bourke – yes, Councilmember Byrne – yes, Resolution 2025-R-5 was unanimously approved.

RESULT: APPROVED

13. **NEW BUSINESS**

01:54:20

Schilling announced two upcoming book signings for his latest work, a memoir co-written with Dick Fluey, the last living miner from the Alta mines of the 1950s. The book, published by University Press, provides a firsthand account of mining life and its historical significance. The signings will take place on April 1 at King's English and April 11 at Snowbird.

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

01:56:45

No vote was taken.

15. **MOTION TO ADJOURN**

01:57:15

MOTION: Dan Schilling motioned to adjourn, and John Byrne seconded.

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

RESULT: APPROVED

Passed this 9th day of April, 2025

____

Jen Clancy, Town Clerk

MINUTES
ALTA TOWN COUNCIL - SPECIAL MEETING
April 2, 2025, 4:00 PM
Alta Community Center, 10351 E. Highway 210, Alta, Utah

PRESENT:	Mayor Roger Bourke (virtual) Councilmember John Byrne (virtual) Councilmember Elise Morgan (virtual) Councilmember Dan Schilling (virtual)
STAFF PRESENT:	Chris Cawley, Town Manager Jen Clancy, Town Clerk Molly Austin, Assistant Town Manager
ALSO PRESENT:	Cameron Platt, Legal Counsel (virtual)
NOT PRESENT:	Councilmember Carolyn Anctil

1. **CALL THE MEETING TO ORDER**

Mayor Bourke called the Special Town Council Meeting of April 2, 2025 to order.

2. **DISCUSSION AND POSSIBLE ACTION TO AWARD A BID FOR THE 2025 CROSSTOW WATERLINE COMPLETION PROJECT. TOWN STAFF RECOMMEND AWARDING THE BID FOR THE CROSSTOW WATERLINE COMPLETION PROJECT TO NEWMAN CONSTRUCTION IN THE AMOUNT OF $365,000. THE WORK INCLUDFES PROCURING MATERIALS FOR A NEW WATERLINE AND A PORTION OF THE INSTALLATION OF THE WATERLINE**

Chris Cawley provided an overview of the bidding process, explaining that a request for sealed bids had been issued following a budget amendment passed the previous month. Cawley reported that two bids were received before the deadline, with both coming in at approximately $365,000.

Cawley detailed the differences between the two bids. Newman Construction submitted a fully responsive bid, meeting all requirements, while Tempest Construction only submitted a bid schedule without providing required documentation such as proof of insurance or information on their surety company. Given these factors, staff recommended awarding the contract to Newman Construction, which had prior experience working on the town's water system and was well-established in the region.

Councilmember Byrne expressed support for the staff's approach in selecting the lowest responsible bidder rather than basing the decision purely on cost. Byrne and other members endorsed the selection of Newman Construction and appreciated the thoroughness of the staff report.

> **MOTION**: Mayor Bourke motioned to award the bid to Newman Construction as recommended by staff. John Byrne seconded.
>
> **ROLL CALL VOTE**: Councilmember Byrne – yes, Councilmember Morgan – yes, Councilmember Schilling – yes, Mayor Bourke – yes.

RESULT: APPROVED

3. **MOTION TO ADJOURN**

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

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

RESULT: APPROVED

Passed this 9th day of April, 2025

____

Jen Clancy, Town Clerk

2025 MWPP Survey Questions

This document is provided to assist in gathering the appropriate responses for the survey.

The following questions are populated into a spreadsheet. Each question is numbered by the letter of the column that it falls in. If it so happens that you need to change a response to a question after submitting the form call Harry Campbell at 385-501-9583, identify your facility, report the question label (B, C, D, etc. in front of the question), and provide the correct response.

B. Email steve@canyonwater.com (email of facility contact)

Section 1. General Information

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our Frequently Asked Questions page

C. What is the name of the Facility? **Town of Alta**

D. What is the name of the person responsible for this organization? **Chris Cawley**

E. What is the title of the person responsible for this organization? **Town Manager**

F. What is the email Address for the person responsible for this organization? ccawley@townofalta.utah.gov

G. What is the phone number for the person responsible for this organization? **8013635105**

H. Please identify the Facility Location? Please provide either Longitude and Latitude, address, or a written description of the location (with area or point). **Town of Alta Sanitary Sewer collection System**

Federal Facility Section

I. Are you a federal facility? A federal facility is a military base, a national park, a facility associated with the forest service, etc. Yes **No**

"If Yes" go to the next section

"If No" go to the Financial Section

~~**Federal Facility**~~

~~J. As a federal facility do you have a wastewater collection system? Yes No~~

~~"If Yes" go to Collection System~~

~~"If No" go to Wastewater Treatment Options~~

Financial Evaluation Section

As you begin this survey you must keep in mind which part of the wastewater system that you represent, unless you represent it all (e.g., collections, treatment, or both). If you only represent the collection system please respond to each question thinking only of collection system data as you proceed through this survey. The same goes for treatment and both. If you get a question that does not apply to the part of the system which you represent then leave it unanswered. However, please try to answer as many questions as you possibly can.

K. This section is completed by: **Steve McIntosh**

Part I General Questions - Please answer the following questions regarding GENERAL QUESTIONS.

L. Are sewer revenues maintained in a dedicated purpose enterprise/district account? **Yes** No

M. Are you collecting 95% or more of your anticipated sewer revenue? **Yes** No

N. Are Debt Service Reserve Fund requirements being met? Yes **No**

O. Where are sewer revenues maintained? General Fund Combined Utilities Fund **Other**

P. What was the average MONTHLY User Charge for 2024? **$83.18 per ECU per Month**

Q. Do you have a water and/or sewer customer assistance program (CAP)? Yes **No**

R. Are property taxes or other assessments applied to the sewer systems? Yes **No**

S. What is the yearly amount of revenue that you receive from these taxes = **$0**

T. Are sewer revenues sufficient to cover operations & maintenance costs, and repair & replacement costs (OM&R) at this time? **Yes** No

U. Are projected sewer revenues sufficient to cover operation, maintenance, and repair (OM&R) costs for the next five years? Yes **No**

V. Does the sewer system have sufficient staff to provide proper OM&R? **Yes** No

W. Has a repair and replacement sinking fund been established for the sewer system? Yes **No**

X. Is the repair & replacement sinking fund sufficient to meet anticipated needs? Yes No

Y. Are sewer revenues sufficient to cover all costs of current capital improvements projects? **Yes** No

Z. Has a Capital Improvements Reserve Fund been established to provide for anticipated capital improvement projects? Yes **No**

AA. Are projected Capital Improvements Reserve Funds sufficient for the next five years? **Yes** No

AB. Are projected Capital Improvements Reserve Funds sufficient for the next ten years? Yes **No**

AC. Are projected Capital Improvements Reserve Funds sufficient for the next twenty years? Yes **No**

AD. Have you completed a rate study within the last five years? Yes **No**

AE. Do you charge Impact fees? Yes **No**

AF. If you charged Impact Fees, how much were they? (if not a flat fee, use total collected impact fees for the year divided by the total number of entities who paid fees that year) = N/A

AG. Have you completed an impact fee study in accordance with UCA 11-36a-3 within the last five years? Yes **No**

AH. Do you maintain a Plan of Operations? Yes **No**

AI. Have you updated your Capital Facility Plan within the last five years? Yes **No**

AJ. In what year was the Capital Facility Plan last updated?

AK. Do you use an Asset Management system for your sewer systems? Yes No

AL. Do you know the total replacement cost of your sewer system capital assets? Yes **No**

AM. Replacement Cost = ______________________

AN. Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost? Yes **No**

AO. What is the sewer/treatment system annual asset renewal cost as a percentage of its total replacement cost? N/A

AP. Describe the Asset Management System. Check all that apply

- ☐ **Spreadsheet**
- ☐ GIS
- ☐ Accounting Software
- ☐ Specialized Software

AQ. What is the 2024 Capital Assets Cumulative Depreciation for your facility? **$699,351**

AR. What is the 2024 Capital Assets Book Value? Book Value = total cost - accumulated depreciation **$818,218**

AS. Cost of projected capital improvements - Please enter a valid numerical value. - 2024? **$0**

AT. Cost of projected capital improvements - Please enter a valid numerical value. - 2025 through 2029? **$500,000**

AU. Cost of projected capital improvements - Please enter a valid numerical value. - 2030 through 2034? N/A

AV. Cost of projected capital improvements - Please enter a valid numerical value. - 2035 through 2039? N/A

AW. Cost of projected capital improvements - Please enter a valid numerical value. - 2040 through 2044? N/A

AX. Purpose of Capital Improvements - 2024? Check all that apply.

- ☐ **Replace/Restore**

- ☐ New Technology
- ☐ Increased Capacity

AY. Purpose of projected Capital Improvements - 2025 through 2029? - Check all that apply.

- ☐ **Replace/Restore**
- ☐ New Technology
- ☐ Increased Capacity

AZ. Purpose of projected Capital Improvements - 2030 through 2034 Check all that apply.?

- ☐ **Replace/Restore**
- ☐ New Technology
- ☐ Increased Capacity

BA. Purpose of projected Capital Improvements - 2035 through 2039? - Check all that apply.

- ☐ **Replace/Restore**
- ☐ New Technology
- ☐ Increased Capacity

BB. Purpose of projected Capital Improvements from 2040 through 2044? - Check all that apply.

- ☐ **Replace/Restore**
- ☐ New Technology
- ☐ Increased Capacity

BC. To the best of my knowledge, the Financial Evaluation section is completed and accurate. **True** False

BD. Do you have a collection system? **Yes** No

"If Yes" go to the Collection Section

"If No" go to Wastewater Treatment Options

Collection System – Including piping and lift stations.

BE. This form is completed by [name]? - The person completing this form may receive Continuing Education Units (CEUs). Steve McIntosh

Part I: SYSTEM DESCRIPTION - Please answer the following questions regarding SYSTEM DESCRIPTION.

BF. What is the largest diameter pipe in the collection system? - Please enter the diameter in inches. **10 inches**

BG. What is the average depth of the collection system? - Please enter the depth in feet. **5.5 feet**

BH. What is the total length of sewer pipe in the collection system? - Please enter the length in miles.

2 miles

BI. How many lift/pump stations are there in the collection system? **0**

BJ. What is the largest capacity lift/pump station in the collection system? - Please enter the design capacity in gpm. N/A

BK. Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more? Yes **No**

BL. What year was your collection system first constructed (approximately)? **1971**

BM. In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed? If more than one, cite the oldest. **1971**

Part II: DISCHARGES - Please answer the following questions regarding DISCHARGES.

BN. How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt? **0**

BO. How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure (except plugged laterals)? **0**

Sanitary Sewer Overflow (SSO)

Class 1 - a Significant SSO means a SSO backup that is not caused by a private lateral obstruction or problem that:

a) affects more than five private structures;
b) affects one or more public, commercial or industrial structure(s);
c) may result in a public health risk to the general public;
d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
e) discharges to Waters of the State.

Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria

BP. How many Class 1 SSOs were there in Calendar year 2024? **0**

BQ. How many Class 2 SSOs were there in Calendar year 2024? **0**

BR. Please indicate what caused the SSO(s) in the previous question. **N/A**

BS. Please specify whether the SSOs were caused by contract or tributary community, etc. **No**

Part III: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.

BT. Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more? Yes **No**

BU. Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more? Yes **No**

BV. What is the number of new commercial/industrial connections in 2024? **0**

BW. What is the number of new residential sewer connections added in 2024? **0**

BX. How many equivalent residential connections are served? **231.41**

Part IV: OPERATOR CERTIFICATION - Please answer the following questions regarding OPERATOR CERTIFICATION.

BY. How many collection system operators do you employ? **1**

BZ. What is the approximate population served? **390**

CA. State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Collection System by: First and Last Name, Grade, and email. Grades: Grade I, Grade II, Grade III, and Grade IV. **Steve McIntosh Collections 2 steve@canyonwater.com**

CB. Please list all other Collection System operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. **N/A**

CC. Please list all other Collection System operators by name and certification grade. Please separate names and certification grades for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. **N/A**

CD. Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility? **Yes** No

Part V: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.

CE. Have you implemented a preventative maintenance program for your collection system? Yes **No**

CF. Have you updated the collection system operations and maintenance manual within the past 5 years? Yes **No**

CG. Do you have a written emergency response plan for sewer systems? Yes **No**

CH. Do you have a written safety plan for sewer systems? Yes **No**

CI. Is the entire collections system TV inspected at least every 5 years? **Yes** No

CJ. Is at least 85% of the collections system mapped in GIS? **Yes** No

Part VI: SSMP EVALUATION - Please answer the following questions regarding SSMP EVALUATION.

CK. Have you completed a Sewer System Management Plan (SSMP)? Yes **No**

CL. Has the SSMP been adopted by the permittee's governing body at a public meeting? Yes **No**

CM. Has the completed SSMP been public noticed? Yes **No**

If "yes" then the question below.

CN. Date of Public Notice? ______________________

If "no" then the question below.

CO. When will the SSMP be public noticed? ______________________

CP. During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan? Yes **No**

CQ. What adjustments were made to the SSMP (i.e. line cleaning, CCTV inspections, manhole inspections, and/or SSO events)? ____

CR. During 2023, was any part of the SSMP audited as part of the five-year audit? Yes **No**

CS. If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit?

____

CT. Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Plan? Yes **No**

HW. Does the collection system have more than 2,000 connections? Yes No

HX. Has a fats, oil, and grease (FOG) or fats, oil, sand, and grease program been developed by the collection system? Yes No

Part VII: NARRATIVE EVALUATION - Please answer the following questions regarding NARRATIVE EVALUATION.

CU. Describe the physical condition of the sewerage system: (lift stations, etc. included) **The system consists of 10 inch Ductile iron pipe and 10 " HDPE pipe. Overall the system is in good shape and yearly maintenance is performed via manhole inspections. There is a sag in one part of the line we continually flush as part of our maintenance program. Money is being saved to fund the sag line repair.**

CV. What sewerage system capital improvements does the utility need to implement in the next 10 years?_ **The system should design a capital budget to repair/replace the sag in the line**

CW. What sewerage system problems, other than plugging, have you had over the last year? **One Sag in the line noted above**

____

CX. Is your utility currently preparing or updating its capital facilities plan? **Yes** No

CY. Does the municipality/district pay for the continuing education expenses of operators?

- ☐ **100%**
- ☐ Partially
- ☐ Does not pay

CZ. Is there a written policy regarding continued education and training for wastewater operators? Yes **No**

DA. Do you have any additional comments?

____

DB. To the best of my knowledge, the Collections System section is completed and accurate. True False

Wastewater Treatment Options

You have either just completed or just bypassed questions about a Collection System. If this section was bypassed by mistake, in the next question you will have the option to return to the questions on a Collection System. If you are good with the progress up to now, next you will determine what kind of Wastewater Treatment you have, or you can choose NO Wastewater Treatment.

DC. What kind of wastewater treatment do you have in your wastewater treatment system?

- ☐ Mechanical Plant
- ☐ Discharging Lagoon
- ☐ Non-Discharging Lagoon
- ☐ **No Treatment of Wastewater**

~~**Mechanical Plant**~~

~~Part I: Influent Information. Please answer the following questions regarding INFLUENT INFORMATION.~~

~~DD. Form completed by [name]? - The person completing this form may receive Continuing Education Units (CEUs).~~

~~DE. What is the design basis or rated capacity for average daily flow in MGD?~~ ______________________

~~DF. What is the design basis or rated capacity for average daily BOD loading in lb/day?~~

____

~~DG. What is the design basis or rated capacity for average daily TSS loading in lb/day?~~

____

~~DH. What was the 2024 average daily flow in MGD?~~ ______________________

~~DI. What was the 2024 average daily loading for BOD in lb/day?~~ ______________________

~~DJ. What was the 2024 average daily loading for TSS in lb/day?~~ ______________________

~~DK. What is the percent of capacity used by the 2024 average daily flow?~~ ______________________

~~DL. What is the percent of capacity used by the 2024 average daily BOD load?~~ ______________________

~~DM. What is the percent of capacity used by the 2024 average daily TSS?~~ ______________________

~~*Part II: EFFLUENT INFORMATION - Please answer the following questions regarding EFFLUENT INFORMATION.*~~

~~DN. How many Notices of Violations (NOVs) did you receive for this facility in 2024?~~

____

~~DO. How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows?~~ ______________________

~~*Part III: FACILITY AGE - Please answer the following questions regarding FACILITY AGE.*~~

~~DP. In what year was your HEADWORKS evaluated?~~ ______________________

~~DQ. In what year was your HEADWORKS most recently constructed, upgraded, or renewed?~~

____

~~DR. What is the age of your HEADWORKS?~~ ______________________

~~DS. In what year was your PRIMARY TREATMENT evaluated?~~ ______________________

~~DT. In what year was your PRIMARY TREATMENT constructed, upgraded or renewed?~~

____

~~DU. What is the age of your PRIMARY TREATMENT?~~ ______________________

~~DV. In what year was your SECONDARY TREATMENT evaluated?~~ ______________________

~~DW. In what year was your SECONDARY TREATMENT constructed, upgraded or renewed?~~

____

~~DX. What is the age of your SECONDARY TREATMENT?~~ ______________________

~~DY. In what year was your TERTIARY TREATMENT evaluated?~~ ______________________

~~DZ. In what year was your TERTIARY TREATMENT constructed, upgraded or renewed?~~

____

~~EA. What is the age of your TERTIARY TREATMENT?~~ ______________________

~~EB. In what year was your DISINFECTION evaluated?~~ ______________________

~~EC. In what year was your DISINFECTION constructed, upgraded or renewed?~~ ______________________

~~ED. What is the age of your DISINFECTION?~~ ______________________

~~EE. In what year was your SOLIDS HANDLING evaluated?~~ ______________________

~~EF. In what year was your SOLIDS HANDLING constructed, upgraded or renewed?~~

____

~~EG. What is the age of your SOLIDS HANDLING?~~ ______________________

~~EH. In what year was your LAND APPLICATION/DISPOSAL evaluated?~~ ______________________

~~EI. In what year was your LAND APPLICATION/DISPOSAL constructed, upgraded or renewed?~~

____

~~EJ. What is the age of your LAND APPLICATION/DISPOSAL?~~ ______________________

~~*Part IV: DISCHARGES - Please answer the following questions regarding DISCHARGES.*~~

~~EK. How many days in the last year was there a bypass or overflow of wastewater at the facility due to equipment failure?~~ ______________________

~~*Part V: BIOSOLIDS HANDLING - Please answer the following questions regarding BIOSOLIDS HANDLING.*~~

~~EL. Biosolids disposal (check all that apply)~~

- ☐ ~~Landfill~~
- ☐ ~~Land Application~~
- ☐ ~~Give Away/Other Distribution~~

~~*Part VI: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.*~~

~~EM. Number of new commercial/industrial connections in the last year?~~ ______________________

~~EN. Number of new residential sewer connections added in the last year?~~ ______________________

~~EO. Equivalent residential connections served?~~ ______________________

~~*Part VII: OPERATOR CERTIFICATION*~~

~~EP. How many treatment system operators do you employ?~~ ______________________

~~EQ. State of Utah Administrative Rules require all public system chief operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at no less than the Facility's Grade. List the designated Chief Operator/DRC for the Treatment System by: First and Last Name, Grade, and email.~~

~~Grades: Grade I, Grade II, Grade III, and Grade IV.~~ ____

____

~~ER. Please list all other wastewater treatment system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas.~~

~~Grades: Grade I, Grade II, Grade III, and Grade IV.~~ ____

____

~~ES. Please list all other wastewater treatment operators by name and certification grade. Please separate names and certification grades for each operator by commas.~~

~~Grades: Grade I, Grade II, Grade III, and Grade IV.~~ ____

____

~~ET Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? Yes No~~

~~*Part VIII: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.*~~

~~EU. Have you implemented a written preventative maintenance program for your treatment system? Yes No~~

~~EV. Have you updated the treatment system operations and maintenance manual within the past 5 years? Yes No~~

~~EW. Please identify (below) the types of treatment equipment and processes installed at your facility.~~

~~Indicate as many as you need.~~

- ☐ ~~Screens~~
- ☐ ~~Grit Removal~~
- ☐ ~~Primary Clarifier~~
- ☐ ~~Imhoff Tanks~~
- ☐ ~~Fixed Film Reactor~~
- ☐ ~~Activated Sludge~~
- ☐ ~~Aerobic Suspended Growth Variations~~
- ☐ ~~Anaerobic Suspended Growth Variations~~
- ☐ ~~Physical-Chemical Systems for Organic Removal w/o Secondary Treatment~~
- ☐ ~~Physical-Chemical Systems for Organic Removal Following Secondary Treatment~~
- ☐ ~~Membrane Filtration~~
- ☐ ~~Suspended-Growth Nitrification and Denitrification~~
- ☐ ~~Air Stripping~~
- ☐ ~~Phosphorus Removal - Chemical~~
- ☐ ~~Phosphorus Removal - Biological~~
- ☐ ~~Ion Exchange~~
- ☐ ~~Reverse Osmosis~~
- ☐ ~~Media Filtration~~
- ☐ ~~Dissolved Air Flotation~~
- ☐ ~~Micro Screens~~
- ☐ ~~Chlorine Disinfection~~
- ☐ ~~UV Disinfection~~
- ☐ ~~Effluent Use/Reuse~~

~~EX. To the best of my knowledge, the Mechanical Plant section is completed and accurate. True False~~

~~Discharging Lagoon~~

~~EY. This form is completed by [name]? The person completing this form may receive Continuing Education Units (CEUs).~~ ______________________

~~Part I: Influent Information - Please answer the following questions regarding INFLUENT into your lagoon.~~

~~EZ. What is the design basis or rated capacity for average daily flow in MGD?~~ ______________________

~~FA. What is the design basis or rated capacity for average daily BOD loading in lb/day?~~

____

~~FB. What is the design basis or rated capacity for average daily TSS loading in lb/day?~~

____

~~FC. What was the 2024 average daily flow in MGD?~~ ______________________

~~FD. What was the 2024 average daily loading for BOD in lb/day?~~ ______________________

~~FE. What was the 2024 average daily loading for TSS in lb/day?~~ ______________________

~~FF. What is the percent of capacity used by the 2024 average daily flow?~~ ______________________

~~FG. What is the percent of capacity used by the 2024 average daily BOD load?~~ ______________________

~~FH. What is the percent of capacity used by the 2024 average daily TSS?~~ ______________________

~~*Part II: EFFLUENT INFORMATION. - Please answer the following questions regarding EFFLUENT.*~~

~~FI. How many notices of violation (NOV)s did you receive for this facility in 2024?~~
____

~~*Part III: DISCHARGES - Please answer the following questions regarding DISCHARGES.*~~

~~FJ. How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows?~~ ______________________

~~FK. How many days in the past year was there a bypass or overflow of wastewater at the facility due to equipment failure?~~ ______________________

~~*Part IV: FACILITY AGE - Please answer the following questions about FACILITY AGE. If your plant does not have the treatment unit please enter N/A.*~~

~~FL. In what year was your HEADWORKS evaluated?~~ ______________________

~~FM. In what year was your HEADWORKS most recently constructed, upgraded, or renewed?~~
____

~~FN. What is the age of your HEADWORKS?~~ ______________________

~~FO. In what year was your LAGOON evaluated?~~ ______________________

~~FP. In what year was your LAGOONS (including aeration) most recently constructed, upgraded, or renewed?~~ ______________________

~~FQ. What is the age of your LAGOONS (including aeration)?~~ ______________________

~~FR. In what year was your DISINFECTION SYSTEM evaluated?~~ ______________________

~~FS. In what year was your DISINFECTION SYSTEM most recently constructed, upgraded, or renewed?~~
____

~~FT. What is the age of your DISINFECTION SYSTEM?~~ ______________________

~~FU. In what year was your LAND APPLICATION/DISPOSAL evaluated?~~ ______________________

~~FV. In what year was your LAND APPLICATION/DISPOSAL most recently constructed, upgraded, or renewed?~~ ______________________

~~FW. What is the age of your LAND APPLICATION/DISPOSAL?~~ ______________________

~~*Part V: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.*~~

~~FX. How many commercial/industrial connections were added in 2024?~~ ______________________

~~FY. How many residential sewer connections were added in 2024?~~ ______________________

~~FZ. How many equivalent residential connections did you serve in 2024?~~ ______________________

~~*Part VI: OPERATOR CERTIFICATION - Please answer the following questions regarding OPERATOR CERTIFICATION*~~

~~GA. How many treatment operators do you employ?~~ ______________________

~~GB. Utah administrative rules require all public system chief operators with Direct Responsible Charge (DRC) to be appropriately certified at no less than the facility's grade. Please list the designated Chief Operator/DRC for the Wastewater Treatment system below. Please give their first and last name, grade level, and email address. Grades: Grade I, Grade II, Grade III, and Grade IV.~~ ________________________

____

~~GC. Please list all other Wastewater Treatment system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV.~~ ______________________________________

____

~~GD. Please list all other Wastewater Treatment operators by name and certification grade. Please separate names and certification grades for each operator by commas.~~

~~Grades: Grade I, Grade II, Grade III, and Grade IV. Include operators with no certification.~~ ____________

____

~~GE. Is/are all your DRC operators currently certified at the appropriate grade level for this facility? Yes No~~

~~*Part VII: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.*~~

~~GF. Have you implemented a preventative maintenance program for your treatment system? Yes No~~

~~GG. Have you updated the treatment system operations and maintenance manual within the past five years? Yes No~~

~~GH. Identify the types of treatment units at your facility.~~

- ~~☐ Screening~~
- ~~☐ Grit Removal~~
- ~~☐ Lagoon Variations~~
- ~~☐ Phosphorous Treatments~~
- ~~☐ Chlorine Disinfection~~
- ~~☐ UV Disinfection~~

~~☐ Land Application/Disposal~~

~~GI. To the best of my knowledge I certify the discharging lagoon portion of the MWPP survey to be correct and accurate. True False~~

~~**Non-Discharging Lagoon**~~

~~GJ. This form is completed by [name]? The person completing this form may receive Continuing Education Units (CEUs).~~ ______________________

~~*Part I: INFLUENT INFORMATION - Please answer the following questions regarding INFLUENT into your lagoon.*~~

~~GK. What is the design basis or rated capacity for average daily flow in MGD?~~ ______________________

~~GL. What is the design basis or rated capacity for average daily BOD loading in lb/day?~~ ______________________

~~GM. What is the design basis or rated capacity for average daily TSS loading in lb/day?~~ ______________________

~~GN. What was the 2023 average daily flow in MGD?~~ ______________________

~~GO. What was the 2023 average daily loading for BOD in lb/day?~~ ______________________

~~GP. What was the 2023 average daily loading for TSS in lb/day?~~ ______________________

~~GQ. What was the percent capacity used by the 2023 average daily flow?~~ ______________________

~~GR. What was the percent capacity used by the 2023 daily average BOD?~~ ______________________

~~GS. What was the percent capacity used by the 2023 daily average TSS?~~ ______________________

~~*Part II: FACILITY AGE - Please answer the following questions about FACILITY AGE. If your plant does not have the treatment unit please enter N/A.*~~

~~GT. In what year was your HEADWORKS most recently evaluated?~~ ______________________

~~GU. In what year was your HEADWORKS most recently constructed, upgraded, or renewed?~~ ______________________

~~GV. What is the age of your HEADWORKS?~~ ______________________

~~GW. In what year was your LAGOONS (including aeration) evaluated?~~ ______________________

~~GX. In what year was your LAGOONS (including aeration) most recently constructed, upgraded, or renewed?~~ ______________________

~~GY. What is the age of your LAGOONS (including aeration)?~~ ______________________

~~GZ. In what year was your DISINFECTION SYSTEM evaluated?~~ ______________________

~~HA. In what year was your DISINFECTION SYSTEM evaluated?~~ ______________________

~~HB. What is the age of your DISINFECTION SYSTEM?~~ ______________________

~~HC. In what year was your LAND APPLICATION/DISPOSAL evaluated? ______________________~~

~~HD. In what year was your LAND APPLICATION/DISPOSAL most recently constructed, upgraded, or renewed? ______________________~~

~~HE. What is the age of your LAND APPLICATION/DISPOSAL? ______________________~~

~~*Part III: DISCHARGES - Please answer the following questions regarding DISCHARGES.*~~

~~HF. How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows? ______________________~~

~~HG. How many days in the past year was there a bypass or overflow of wastewater at the facility due to equipment failure? ______________________~~

~~*Part IV: NEW DEVELOPMENT - Please answer the following questions regarding NEW DEVELOPMENT.*~~

~~HH. How many commercial/industrial connections were added in 2024? ______________________~~

~~HI. How many residential sewer connections were added in 2024? ______________________~~

~~HJ. How many equivalent residential connections did you serve in 2024? ______________________~~

~~*Part V: OPERATOR CERTIFICATION - Please answer the following question regarding OPERATOR CERTIFICATION.*~~

~~HK. How many treatment operators do you employ? ______________________~~

~~HL. Utah administrative rules require all public system chief operators with Direct Responsible Charge (DRC) to be appropriately certified at no less than the facility's grade. Please list the designated Chief Operator/DRC for the wastewater treatment system below. Please give their first and last name, grade level, and email address. Grades: Grade I, Grade II, Grade III, and Grade IV. ________________________~~

____

~~HM. Please list all other wastewater treatment system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. ____~~

____

~~HN. Please list all other wastewater treatment operators by name and certification grade. Please separate names and certification grades for each operator by commas. Grades: Grade I, Grade II, Grade III, and Grade IV. Include operators that are not certified. ____~~

____

~~HO. Is/are all your DRC operators currently certified at the appropriate grade level for this facility? Yes No~~

~~*Part VI: FACILITY MAINTENANCE - Please answer the following questions regarding FACILITY MAINTENANCE.*~~

~~HP. Have you implemented a preventative maintenance program for your treatment system? Yes No~~

~~HQ. Have you updated the treatment system operations and maintenance manual within the past five years? Yes No~~

~~HR. To the best of my knowledge I certify the non-discharging lagoon portion of the MWPP survey to be correct and accurate. True False~~

Adopt & Sign

HS. I have reviewed this report and to the best of my knowledge the information provided in this report is correct. **True** False

HT. Has this been adopted by the City Council or District Board? Yes **No**

"If No"

HU. What date will it be presented to the City Council or District Board? **3/12/2025**

"If Yes"

HV. What date was this adopted by City Council or District Board? ______________________

END of Survey

This is the end of the survey. Please make sure you have submitted your responses for each section. Thank you for your participation.

Also, if you want a copy of your response to this survey you must click the button immediately below and you must do it before you submit the survey.

Town of Alta

Projects Update and FY 26 Projects Preview

April 9, 2025 Town Council Meeting

Crosstow Waterline Project

Town Council approved bid for outside contractor April 2nd

Pursuing agreement with ASL for excavation, bedding, pipe installation, revegetation

Updated cost estimate: $650,000

Funding

Potential Loan Options: GF to Water Fund				
	Loan Amount			
Years/ Term	$	300,000	$	500,000
10	$	30,000	$	50,000
15	$	20,000	$	33,333
20	$	15,000	$	25,000

Project Cost: $650,000

Amended FY 25 budget shows$400k share of project is funded by water fund in FY25. Remainder to be spent in FY 26

Loan to Water Fund

Loan from General Fund to Water Fund starting in FY26: can be interest free with flexible terms decided by town council. Doing it in FY26 gives us extra time to determine the exact amount of the loan that's necessary based on actual project costs as opposed to estimates.

A loan could also be issued in FY25 which would remove the potential for a small negative fund balance at the end of FY25.

Project Timeline

- February 12th: Discuss Funding w/ Council DONE
- February 14th: Final Design/Cost, Issue RFP, Submit to DDW DONE
- March 1st: Finalize USFS Approval DONE
- March 12th: Amend TOA Budget DONE
- March 28: Contract/Order Materials AWARDED APRIL 2
- May 12th: Initiate Project
- September 30th: Project Complete

Water and Sewer Master Plan

- Awaiting draft plan
- To contain updated capital improvement plan, recommendations for replacement of existing infrastructure
- To-do in FY 26:
    - Update Capital Improvements Plan w/ outcomes
    - determine how to pay for projects

Facilities Master Plan

Awaiting space planning outcomes, final deliverable: presentation by FFKR in May*

*Tom Moore Toilet Historic Structure Report delayed until structure melts out

FFKR provided draft pre-design process recommendations

- Not recommending significant additional tasks we'll contract out
- We'll need to decide which project to do first
  - *Site, program, how to adapt other facilities—FFKR space planning, facility assessment will inform*
  - *Identify budget, funding*
  - *Identify project delivery and contracting method (design-build, design-bid-build, etc)*

FY 2026 Projects Preview

Facilities upgrade based on recommendations from FFKR Facility Condition Assessment, AMO urgent functional needs

Facilities Planning: tasks necessary to identify a priority facility replacement

Utilities: Crosstow Line, plan FY 27 Cap-X

Planning and Zoning: Code update, prepare for Genera Plan

Building Department etc: Update bldg. permit fee, impact fee, improve GIS program

Miscellaneous: Civil code enforcement, emergency management, strategic planning, town marshal succession planning, AMO mental health program

FY 26 Projects: Facilities

Project	Category	Cost	Description
Alta Central Upgrades - Electrical	Facilities	$3,000	Upgrade lighting, outlets
Alta Central Upgrades - Building (new doors, roof safety)	Facilities	$5,000	Doors at Alta Central in poor condition, current fall protection system not safe
3 new doors Alta Central	Facilities	$7,000	$2,300 each
Central foundation seismic reinforcement	Facilities	?	Exploring cost, scope
Community Center Upgrades - Electrical	Facilities	$3,000	Upgrade lighting, outlets
Community Center Upgrades - Roof Safety	Facilities	$15,000	No fall protection system at Community Center
Community Center Internet	Facilities	$5,000	Town does not own internet connection at Community Center, needed for PO operations, AMO secure comms. $5,000 high end assumes fiber build
Tom Moore Stabilization	Facilities (?)	$25,000 (?)	Cap-X plan budget hasn't changed. Awaiting FFKR historic structure report to recommend stabilization project etc.

FY 26 Projects: Facilities

5th Deputy Quarters at Alta Central

- Divide 16’ x 23’ town marshal room into two separate bedrooms; room was previously two rooms
- Add partition wall, entry alcove, door
- Minor electrical, paint/carpet
- Furniture
- Total estimate $7000

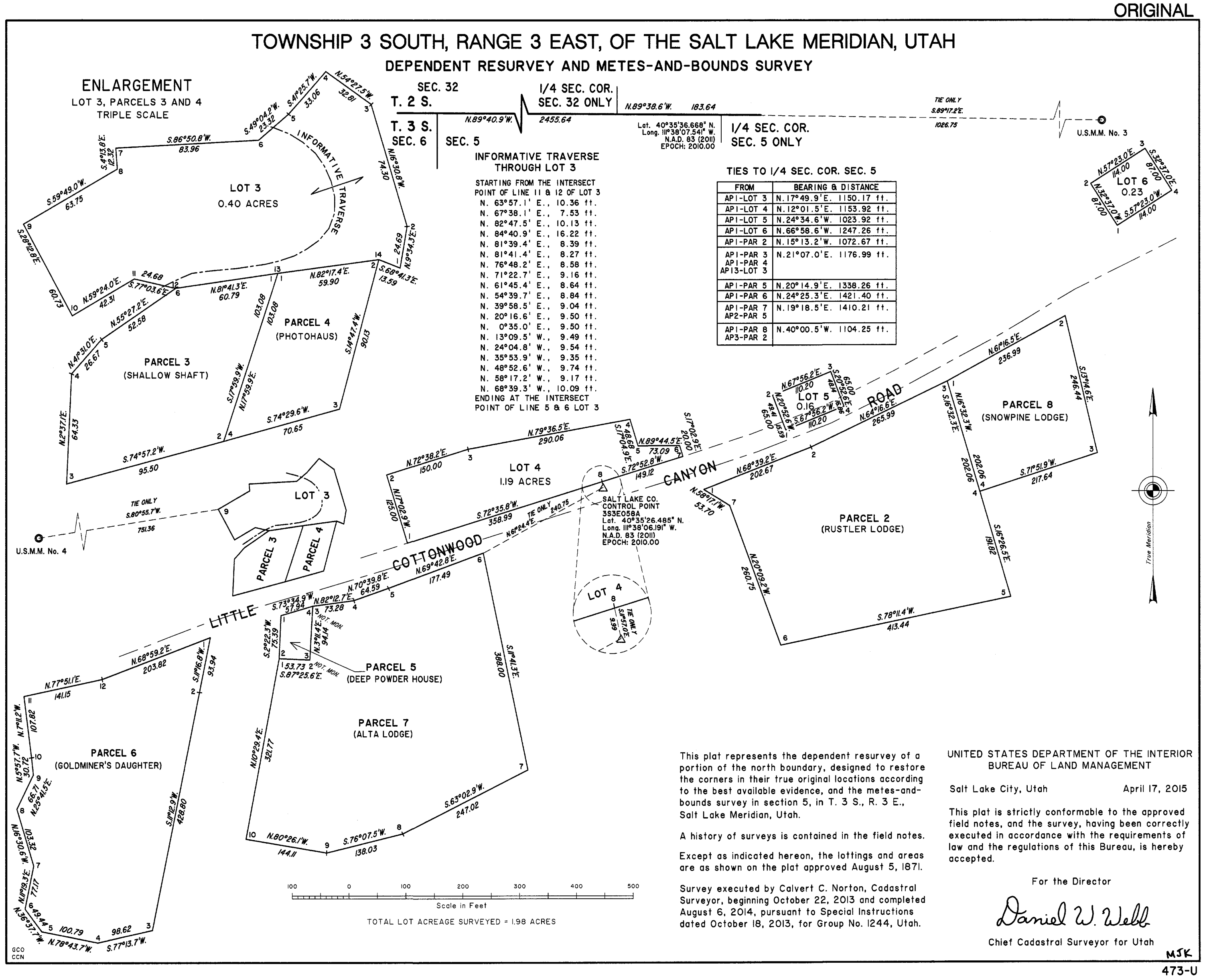
FY 26 Projects: Facilities

AMO Room at Community Center

- Best available alternative to provide AMO a roadside, ADA accessible space for suspect/witness interviews, fingerprinting and detention, secure communications
- Up to 10’x14’
- Partition-only, sound insulated walls, minor electrical, paint/carpet
- Furniture, equipment
- Total estimate $15,000 including dedicated TOA internet connection to Community Center building

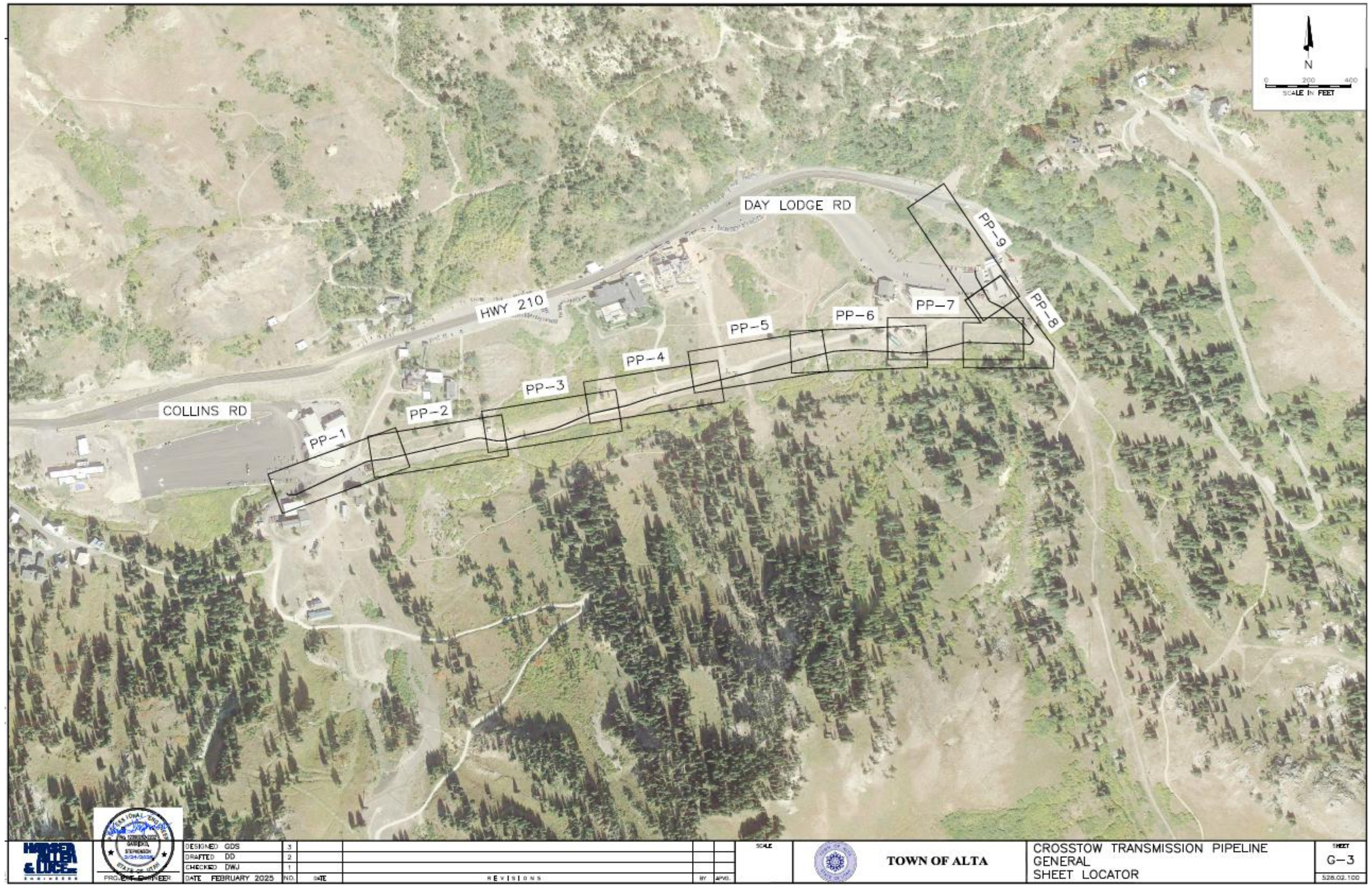
FY 26 Projects: Facilities Planning

- As-built surveys
- Record conveyance documents, title report
- Geotechnical analysis of each site
- Massing study?
- Avalanche studies?
  - *Wait until design/build, assume Community Center site is less exposed than Alta Central/Town Office area for planning purposes*
- **Can we decide what our first building replacement will be during FY 26?**



FY 26 Projects: Utilities

- Crosstow Waterline
  - Budget will show $250,000 expense in FY 26 on project
  - Project complete by the time it snows…
- Update capital projects plan with outcomes of water and sewer master plan
- How to pay for projects?
- How to budget/plan for replacing existing infrastructure?
- Bundle projects to reduce borrowing costs and project impacts?



FY 26 Projects: Planning and Zoning, Building Department

Contract Planner: keep $40,000 in budget from FY 24 and FY 25

- Hire planning consultant to assist in Town Code Title 10 update
  - Focus on process, compliance with state code: avoid actual land use policy
  - Title 10 is based on Salt Lake County code circa 1970. Most municipalities have wholly reformatted and recodified land use regulations
- Retain John Guldner consulting on Shrontz Estate if necessary

Prepare to **update general plan** in FY 27:

- Apply for WFRC grant in fall of 2025 to hire consultant in FY 27
- Hold joint TC-PC meeting during FY 26
- Will be major undertaking for staff, planning commission, council

FY 26 Projects: Planning and Zoning, Building Department

Alta Planning Commission

- Code Updates
- Prepare to update General Plan

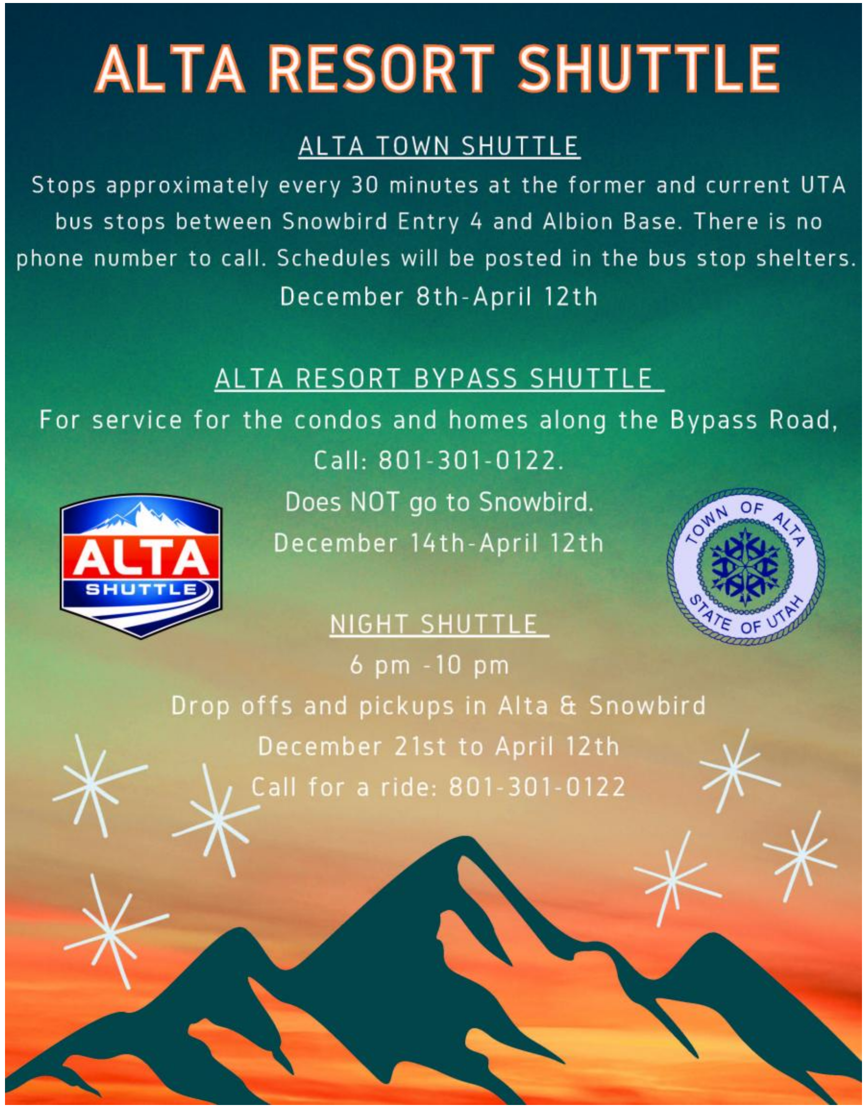
Improve **GIS** program

- Formalize fee for service contract with GIS provider: increase GIS budget from $3000 to $5000
- Build ArcGIS online platform for Town of Alta website maps including zoning data

Continued onboarding with West Coast Code Consultants (WC3) as **building official**

- Update building permit fees, adopt “over the counter” fees for re-roofs, minor remodels, etc.
- Digitize building permit form

Impact Fee Facilities Plan for water system



FY 26 Projects: Miscellaneous

- **Town Shuttle**: Budget for similar program, hourly rate – BUT:
  - Will UTA add service to Albion?
  - Increase contribution requests from residential properties: haven't increased in over 10 years
  - Cut or redesign service? Does the Town need to offer on-demand day service or just circulator shuttles?
- **Employee Handbook** update
  - Existing handbook hasn't been significantly updated since 2016
  - Staff developed nearly complete draft of proposed updated handbook
  - Finalize, review with departments, introduce to council
  - Previous manuals have been approved by the mayor. Assuming manager proposes to council due to budget impact
  - Major task

FY 26 Projects: Miscellaneous

Town Marshal Succession Planning

- Hire or appoint new marshal before Mike retires for training and continuity?

AMO Mental Health Resources

- Deputy Spencer won a grant, working with Morey to develop program

Emergency Management

- Essential local government function, long underserved at TOA
- Prioritize program components: Mutual aid MOUs, training and exercise plan, shelter and evacuation planning, line of succession, write a plan

FY 26 Projects: Miscellaneous

Civil Code Enforcement Program

- Which department manages?
- Hire administrative law judge as hearing officer

Strategic Planning

- Workshop updates to first draft Mission and Values based on retreat, adopt
- Can we adopt a “strategic plan?” Let’s get advance existing projects first. Will updated general plan also be a strategic plan or higher level? Municipal general plan>strategic plan>work plans and budgets.

Training and Education

- Council, staff, planning commission attend conferences
- Onboard new mayor and council

Project	Category/Dpt	Cost	Fund/Source	Notes
Employee Handbook Update	Admin	Legal fees	General Fund	Major task
Building Permit Fee Update	Admin	None	General Fund	WC3 to recommend based on IBC
Conferences/Training/Education	Various	$5,000-$10,000	Various	Council, staff conferences, new council
Town Shuttle Program Service & Funding	Admin	$110,000	General Fund	Budget for no change—for now
Tom Moore Stabilization	Admin	$25,000	Capital	Pending result of HSR
Mental Health Resources	AMO	$4,000	Grant	Develop Program
Town Marshal succession planning	AMO	Staff time	General Fund	
Comprehensive Emergency Management Plan Update	EM	Staff time	General Fund	MOUs, training & ex, succession, shelte/evac
AMO Room at Community Center	Facilities	$15,000.00	General Fund	
Quarters for 5th Deputy	Facilities	$7,000.00	General Fund	
Phase 2 Faciltiies Planning	Facilities	$30,000.00	Capital?	As built survey, geotech, etc. - record conveyance docs
Town Office Upgrades - Electrical	Facilities	$2,500.00	General Fund	
Alta Central Upgrades - Electrical	Facilities	$3,000.00	General Fund	
Alta Central Upgrades - Doors and Roof Safety	Facilities	$5,000.00	General Fund	
Community Center Upgrades - Electrical	Facilities	$3,000.00	General Fund	
Community Center Updgrades - Roof Safety	Facilities	$15,000.00	General Fund	Do we have a quote for this?
Central foundation seismic reinforcement	Facilities		General Fund	Cost might determine recommendation
GIS	GIS	$5,000.00	General Fund	new map book? udpated
Contract Planner	Planning & Zoning	$40,000.00	General Fund	Title 10 update consulting, Guldner consulting 4 Shrontz
Adopt TOA Mission and Values	Strategic Planning	Staff and council time	General Fund	bundle with strategic planning
Civil Code Enforcement Program	TBD	$5,000	General Fund	Hire ALJ. Which dept?
Crosstow Phase 2	Water	$250,000	Water	FY 25 budet=$450,000, assume total budget $650,000

Notes

- Some costs are new, others are ongoing
- Developing "work plan" or more complete projects plan for consideration with FY 26 Budget
- FY 2026 Budget could require some tradeoffs: will we fund all this work?
- How to avoid getting ahead of Town Council on scope, execution?
  - Don't begin procurement on contracts until reviewing scope with council


Next steps:
Budget Committee Meeting April 15th
Tentative Budget May 14th
"Final" Budget June 18th

TOWN OF ALTA

RESOLUTION 2025-R-6

A RESOLUTION APPOINTING PAUL MOXLEY TO A FIVE-YEAR TERM ON THE ALTA PLANNING COMMISSION

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

WHEREAS, Rob Voye has been a member of the Town of Alta Planning Commission in good standing, with their most recent term expiring on March 1, 2025; and

WHEREAS, according to Town Alta Code Section 10-4-2, Alta Planning Commission members shall continue to serve until their successors are appointed; and

WHEREAS, Mayor Bourke finds it appropriate to appoint Paul Moxley to fill a five-year term as a member of the Alta Planning Commission.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF ALTA, UTAH:

Section 1. That Paul Moxley is hereby appointed to a five-year term as a member of the Town of Alta Planning Commission. The term shall expire on March 1, 2030.

Section 2. This Resolution shall take effect immediately.

APPROVED by the Town of Alta Town Council, Utah, this 9th day of April, 2025.

TOWN OF ALTA

____

Roger Bourke, Mayor

ATTEST:

____

Jen Clancy, Town Clerk

VOTE:

Mayor Bourke	_________	Councilmember Anctil	_________
Councilmember Byrne	_________	Councilmember Morgan	_________
Councilmember Schilling	_________		

TOWN OF ALTA

RESOLUTION NO. 2025-R-7

A RESOLUTION OF THE TOWN COUNCIL OF ALTA, UTAH TO UPDATE THE BUDGET COMMITTEE CHARTER

WHEREAS, the Alta town Council passed Resolution 2024-R-6 adopting a Budget Committee Charter on March 13, 2024; and

WHEREAS, the Town Council recognizes the importance of transparency, consistency, and clarity in budgetary and financial planning processes; and

WHEREAS, the Budget Committee is uniquely positioned to consider long-term financial implications and provide strategic recommendations to support fiscal responsibility; and

WHEREAS, employee compensation is a significant component of the Town's annual budget and long-term financial outlook; and

WHEREAS, the Town Council seeks to ensure that compensation decisions are guided by a clear, equitable, and fiscally sustainable strategy; and

WHEREAS, delegating the development of a compensation strategy to the Budget Committee promotes structured, data-informed guidance without assigning authority over individual wage decisions; and

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

Section 1. The Budget Committee Charter is hereby updated and is attached as Exhibit A.

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

PASSED AND APPROVED this 9th day of April, 2024.

By

____

Mayor Roger Bourke

ATTEST:

____

Jen Clancy, Town Clerk

VOTE:

Mayor Bourke	________	Councilmember Anctil	________
Councilmember Byrne	________	Councilmember Morgan	________
Councilmember Schilling	________		

MAYOR
ROGER BOURKE

TOWN COUNCIL
CAROLYN ANCTIL
JOHN BYRNE
ELISE MORGAN
DAN SCHILLING

TOWN OF ALTA
STATE OF UTAH

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
Budget Committee Charter

Authority

Pursuant to resolution number 2024-R-6, dated March 13, 2024, the Alta Town Council has established a Budget Committee to operate according to this charter. The Budget Committee serves as an advisory body to the town manager in preparation of annual Town of Alta fiscal budgets for proposal to the Town Council.

Purpose

The purpose of the Budget Committee is to assist the town manager and budget officer in the preparation, review, and recommendation of annual budgets to the Town Council. The committee makes recommendations to ensure fiscal responsibility, transparency, and clarity of budgets and financial planning documentation.

Membership

- The Budget Committee shall consist of a minimum of 5 members and no more than 7 members.
- At least 2 committee members shall be councilmembers.
- The town manager, budget officer, and treasurer shall serve *ex-officio* on the committee.

Appointment

- The town manager[1] shall appoint committee members with advice and consent of the Town Council.
- The town manager, budget officer, and treasurer serve *ex-officio*
- All appointments shall include a term end date.
- No member of the Budget Committee shall receive additional compensation for their service on the committee beyond existing wages.

Qualifications

- Committee members should collectively possess knowledge of budgeting, accounting, and financial reporting.

Duties and Responsibilities

- Assist in the preparation, review, and recommendation of annual budgets to the Town Council.
- Review revenue projections, expenditure requests, staff compensation structure, and departmental justifications.
- Review sources of risk and recommend procedural changes.
- Recommend and review fiscal health targets.

---

[1] Alta Code 1-15-2(A)(4)

- Develop and recommend a compensation strategy that outlines the Town's overall approach to employee wages and benefits. This strategy should reflect fiscal responsibility, market competitiveness, and alignment with the Town's values and long-term goals. The committee will not set individual salaries but will recommend a framework to guide compensation-related decisions.
- Assist in creating transparent and legible financial reports for presentation to the council and the public.
- Propose recommendations for budget adjustments and improvements.
- Periodically review outsourced labor expenditures and make recommendations.
- Provide regular updates and recommendations on the budget process to the Town Council to foster transparency and facilitate the council's ability to make key decisions.
- Assess the impact of proposed budgets on the community and services.
- Approve committee meeting minutes via a quorum.

Decision Making

Meeting minutes shall be approved by a quorum of the committee. A quorum of the Budget Committee constitutes a simple majority of the total membership.

Meetings

The Budget Committee shall be chaired by the budget officer and subject to the Open and Public Meetings Act[2]. The committee shall meet regularly from January through June each year during the budget preparation period and as needed otherwise.

The agenda of each meeting shall be clearly determined in advance and committee members should receive supporting documents in advance, for reasonable review and consideration. Meetings will not be conducted unless a quorum is present. The chair of the Budget Committee shall create meeting minutes which include:

- Agenda
- Time, date, and location
- Attendance
- A summary of the topics discussed
- Record of recommendations that will be made to the Town Council

Charter Review

As needed, the Budget Committee shall recommend modifications to this charter for the Town Council's review.

[2] UCA 52-4-202