



ALPINE CITY COUNCIL AGENDA

NOTICE is hereby given that the **CITY COUNCIL** of Alpine City, Utah, will hold a Public Meeting on **Tuesday, February 13, 2024, at 6:00 pm**, at 20 North Main Street which can be viewed on the **Alpine City YouTube Channel**. A direct link to the channel can be found on the home page of the Alpine City website: [alpynecity.org](https://www.alpynecity.org). Public comments will be accepted during the Public Comment portion of the meeting.

- I. CALL MEETING TO ORDER**
 - A. Roll Call** Mayor Pro Tem Jason Thelin
 - B. Prayer:** By Invitation
 - C. Pledge:** By Invitation

- II. CONSENT CALENDAR**
 - A. Approve City Council minutes of Work Session on January 18, 2024, and City Council meeting on January 23, 2024**

- III. PUBLIC COMMENT**

- IV. REPORTS AND PRESENTATIONS**
 - A. Financial Report by Shane Sorensen**

- V. ACTION/ DISCUSSION ITEMS**
 - A. Ordinance 2024-03:** Code Amendment to Sections 3.04.030 & 3.23 Allowing Reception Centers as Conditional Use in the CR-40,000 Zone.
 - B. Ordinance 2024-05:** Code Amendment to Section 3.08 of the Development Code to create a Public Facilities Zone.
 - C. Ordinance 2024-06:** Code Amendment to Alpine Development Code 3.31, 4.04, and 4.06 Boundary Line Adjustments
 - D. Award of Contract:** Lambert Park Bonneville Shoreline Trail Connector Project – Sunset Mountain Machinery \$217,637.41

- VI. STAFF REPORTS**

- VII. COUNCIL COMMUNICATION**

- IX. EXECUTIVE SESSION:** Discuss litigation, property acquisition, or the professional character, conduct or competency of personnel

Mayor Carla Merrill
February 9, 2024

ALPINE CITY COUNCIL SPECIAL WORK SESSION MINUTES

January 18, 2024

Mayor Carla Merrill called the meeting to order at 5:26 pm.

I. CALL MEETING TO ORDER

A. **Roll Call:** The following were present at the anchor location, which constituted a quorum: Brent Rummler, Jessica Smuin, Jason Thelin, and Chrissy Hannemann. Kelli Law was excused. Staff members Shane Sorensen, Ryan Robinson, DeAnn Parry, and attorney Steve Doxey were also in attendance.

II. DISCUSSION ITEMS

A. Operations Overview – City Administrator Shane Sorensen presented the Organization Chart and suggested that we need to add Emergency Management to the chart.

Shane explained that Public Works Lead, Greg Kmetzsch, has worked for the city for 28 years and is eligible to retire in two more years. Greg has vast institutional knowledge about the water and pressurized irrigation (PI) systems, which we would lose when he retires. The city needs to hire someone to receive training and gain experience before Greg retires. Managing the wells and PI water levels during the summer months is a particularly difficult job.

Council members suggested that while we could invite a public works employee from another city to apply, it would be ideal to have an Alpine resident in the position, because of the need for round-the-clock response to the PI system during the summer months. It was also suggested that if we consider hiring Greg as a part-time consultant on contract after he retires.

Mayor Carla Merrill expressed her desire that we move toward electronic packets and use less paper for City Council business.

Some council members are happy with electronic packets, and others find paper documents very helpful. For now, Recorder DeAnn Parry will check with council members and provide the documents in their preferred format.

Mayor Merrill also asked about the need to continue mailing paper newsletters (the Newsline) with city utility bills.

Council Member Jessica Smuin suggested that older residents may have a more difficult time accessing electronic information. Cedar Hills City gives residents the choice to opt in. Millcreek is totally email.

Shane Sorensen suggested that we utilize Heidi Smith as our communications specialist and have her send out a survey about the issue.

Jessica Smuin suggested we could post everything on Facebook and other platforms.

Mayor Merrill would like to see more surveys conducted in the future so we can learn what the community wants. She asked the council to think about what kind of surveys are needed, such as a paperless newsletter, fiber optic network, etc.

The council discussed the option of pickleball and tennis court reservations, and if we should allow groups to host their own tournaments and teach lessons on our courts.

The following points were discussed: the parks are intended for resident recreation and not to provide teaching locations for personal gain; tournaments take court opportunities away from our residents; if we have organized times and schedules then players can work around those times; Alpine has very few courts compared to other cities; and we could look at other cities who have youth programs in place to get information.

1 Shane Sorensen said that the city will be working with Heidi Smith to install improved signs at parks
2 and courts to educate the public.
3

- 4 B. Shane Sorensen presented the Budget Overview. This year our budget is 7.6 million.
5 Shane explained that we will need a mid-year budget amendment to address the 100 South property
6 purchased by the city. This would be a work meeting and would not be open for public comment.
7

8 Shane reviewed the approval process for the 2024-25 budget:

- 9 1. Review revenue projections
10 2. Consider increased costs (wages, benefits, other services, staffing, public safety, etc.)
11 3. Discuss potential projects and funding (cost estimates, potential grants)
12 4. Tentative budget to be approved at the first City Council meeting May
13 4. Final budget to be approved in the second City Council meeting in June.
14 We will need to adjust the timeline if a property tax increase is proposed.
15

16 Shane explained our current revenue sources:

17 Property tax - \$2.6M
18 Sales tax - \$2M
19 Franchise fees - ~\$800k
20 Motor Vehicle tax - ~\$130k
21 Class C Road Funds (restricted for roads) - \$550k
22 Transit tax (restricted for roads) - \$175k
23 Cell tower lease - ~\$72k
24 Grants – varies
25 Misc. revenue
26 Reserves: Capital Improvement Fund
27

28 Shane also talked about our new revenue sources:

29 PARC tax (restricted for parks, trails, etc.)
30 5th/5th Sales tax (restricted for transportation projects)
31

32 The PARC Tax - Voters approved this tax in the 2023 election. It is 0.1% of local sales tax distributed
33 by a sales tax formula (50% population/50% point of sale). We estimate the revenue to be ~\$116,000
34 annually. Eligible uses are recreational facilities, park facilities, and cultural arts facilities and
35 organizations. We anticipate receiving revenue beginning Spring of 2024.
36

37 The 5th/5th Sales Tax is a 0.2% local transportation sales tax, with 0.05% going to cities for
38 transportation purposes (formula (50% population/50% point of sale). Eligibility is determined based
39 on compliance with Moderate Income Housing requirements. We estimate revenue to be ~\$86,000 for
40 the 12 months preceding December 2023. We anticipate receiving revenue beginning Spring 2024.
41

42 Shane explained that Enterprise Funds include culinary water, sewer, pressurized irrigation and storm
43 drain funds. Revenue Funds are composed of user rates and impact fees, which are restricted for
44 growth-related projects.
45

46 We are required to spend Enterprise Funds in the category for which they are collected. If we want to
47 raise fees in any category, a rate state is required. We can have our Finance Director, Dave Sanderson,
48 present to the Council if they would like details on the different funds and their uses.
49

50 Solid Waste Contract - Shane reported that when the city issued a Request for Proposals in 2013, Ace
51 Disposal was selected with an initial 5-year term, and the option to extend for two additional three-year
52 terms. Alpine City extended both times. The annual increases from Ace Disposal have been tied to an
53 index (2-6 percent).
54

55 Alpine City's solid waste contract with Ace Disposal ends on June 30, 2024, and we will again need to
56 issue an RFP. Republic and Waste Management are the other possible local collectors. When
57 considering a potential change, we need to remember that we do not own the trash cans, so swapping
58 them out with a new trash company would be complicated. Shane suggested that we ask Highland City
59 for their RFP as an example.

1
2 North Utah County Solid Waste District (the dump/transfer station) – Shane explained that Alpine
3 pulled out of the contract with NUCSWD because of high costs. Since then, there have been some
4 problems with Alpine residents taking loads to the transfer station, even when paying the non-
5 participant fee. The cost to sign a new contract with NUCSWD is prohibitive. Public works has found
6 that it is cheaper for the city to drive trash loads to Fairfield, rather than to use the transfer station.
7

8 TSSD Sewer cost increase – Shane explained that Timpanogos Solid Waste District notified us of a 40
9 percent increase beginning January 1, 2024. Sewer fees are not simple to compute. In addition to
10 wastewater, rainwater also has an effect on the volume. We are nearing the end of a required rate
11 study, but the results are not ready yet. Because the TSSD increase is already in effect, the best
12 solution we could find is to apply a temporary sewer surcharge for a few months. This will allow us to
13 complete the rate study and move forward with accurate billing. We will likely implement an annual
14 percentage increase similar to what we did with the PI rates.
15

16 The proposal is to apply a temporary \$7 per account surcharge on resident utility accounts. The
17 Council will vote on this fee in their meeting on January 23, and we will include an explanation in the
18 Newline that will be mailed out with the bills the first week of February.
19

- 20
21 C. Update on Fiscal Year 2024 Projects – Shane presented a large spreadsheet listing projects for the 2024
22 fiscal year, along with specific project details.
23

24 Cemetery Expansion Project – The project has cost \$581,000, not including the restroom. A
25 moratorium has been in effect for years, limiting the purchase of cemetery plots to Alpine residents
26 who have a death in the family. We will have 1,317 new plots available for sale this spring. When
27 considering the cost of a plot, the Council should remember that we must maintain these plots forever.
28

29 The Council discussed continuing to limit the purchase to Alpine residents, with a three-plot
30 maximum. Resident opening and closing fees would apply to individuals who are living in Alpine at
31 the time of their passing, or who still own their home here (if they have moved to a care facility).
32

33 Fire Station Remodel Project – Before we move forward, we need to finalize the concept plan and
34 issue an RFP for a general contractor. It will take an estimated two years to complete the project.
35 Mayor Merrill reported that the architect said the original fire station was not designed for firefighters
36 to live there.

37 Brent Rummel commented that we should consider the quality of life for the firefighters.

38 Chrissy Hanneman said that because our firefighter salaries are lower, we could balance that by
39 creating a better facility for them.

40 Mayor Merrill said that if we build an addition to the fire station and remodel the older section, it could
41 be re-purposed for community use.

42 The Council discussed the importance of a good workout room for the firefighters, and the effect the
43 noise could have on the community section of the building. We could look at better soundproofing for
44 the gym. The question was also raised about possible ADA requirements for an expensive commercial
45 elevator, if the gym were moved to the basement and if storage was included in the addition.

46 Jason Thelin asked about the current higher interest rates and how we will determine if we can afford
47 the project.

48 Shane Sorensen explained that the previous estimate for the project was \$3.5-4 million. We have some
49 funds that we could apply to the project, along with a portion of our sales tax. We are also conducting a
50 study about a possible Fire Impact Fee. In addition, we could also consider a bond. We don't bond
51 very often, but we have a good rating as a city.
52

53 The consensus was that we need to revisit the concept plan for the station remodel, and Shane
54 suggested that we have the architect attend a work meeting to answer questions.
55
56

- 57 D. Proposed Future Projects – Shane Sorensen explained that we are required to use impact fees within
58 six years of collection, and that these funds are restricted to the category for which they were collected.
59 Shane presented an overview of several future projects:

1
2 Street maintenance – We have a five-year pavement maintenance plan and can extend the life of a
3 roadway with sealcoat or chip sealing. A section of Grove Drive needs curb and gutter installed. Shane
4 explained that “worst is first” is the wrong way to approach road maintenance. Roads tend to last about
5 20 years, and higher traffic volume means faster degrading of road surfaces.
6

7 At Smooth Canyon Park we would like to expand the parking lot, relocate the restroom, and improve
8 the trails.

9 Jason Thelin mentioned that some residents may not be in favor of the improvements at Smooth
10 Canyon, so the Council may need to discuss another park priority for improvements.
11

12 E. Update on Grants

13 Shane reported that the Lambert Park poppy preservation project is mostly complete. The mayor would
14 like to see a barrier constructed between the path and the poppies. We might have \$3-4,000 remaining
15 of the grant money.
16

17 On the BST grant for the asphalt trail near Grove Drive improvements, bids will close on May 31. We
18 will need to move this project forward quickly.
19

20 Potential grant projects are:

- 21 1. A paved trail from Twin Rivers to Ranch Drive to Long Drive
- 22 2. Playground equipment at Creekside Park (which is 13-14 years old and has safety issues)
- 23 3. Improvements to Smooth Canyon Park
24

25 F. Capital Facility / Impact Fee Plans – Shane said that these plans are our roadmap to provide services
26 for the build-out of our city. When we charge an impact fee, we must set a level of service, and
27 projects can be split between supporting new growth and fixing deficiencies.
28

29 On our water system – The city incurs significant costs to pump water to the higher zones. These areas
30 need to water lawns with culinary water because PI is not available.
31

32 It takes 2-3 years for a new well to go online, and granite makes it difficult to drill wells in the higher
33 elevations. The proposed Heritage Hills well would cost around \$4 million.
34

35 Mayor Merrill suggested that Greg Kmetzsch be invited to a Council work session to explain PI issues
36 and needs. We could also invite John Schiess, who has worked on the plan.
37

38
39 Mayor Carla Merrill closed the work session at 9:12 pm.

ALPINE CITY COUNCIL MEETING MINUTES

Tuesday, January 23, 2024

Mayor Carla Merrill called the meeting to order at 6:02 pm.

I. CALL MEETING TO ORDER

A. **Roll Call:** The following were present at the anchor location, which constituted a quorum: Brent Rummler, Jessica Smuin, Kelli Law, Chrissy Hannemann, and Jason Thelin

B. **Prayer:** Jason Thelin

C. **Pledge:** Chrissy Hannemann

Staff: Shane Sorensen, Ryan Robison, Steve Doxey, Chief Brian Gwilliam, Chief Brian Patten, and DeAnn Parry

Others: Valerie Carlisle Goodrich, Gary B. Goodrich, Ardice Lorscheider, Heidi Smith, Wayne Sleight, Jennifer Wadsworth, June Wadsworth

II. CONSENT CALENDAR

A. **Approve City Council minutes of January 9, 2024**

B. **Final Payment No. 6 - Grove Drive Realignment: \$110,950.41**

Motion: Jason Thelin moved to approve the Consent Calendar as proposed. Kelli Law seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

III. PUBLIC COMMENT

Valerie Carlisle Goodrich
1223 E. Preston Drive, Alpine

Valerie Goodrich has lived in Alpine for 22 years. She is sickened at the thought of losing the Carlisle historical ground and home. She has served in various positions in the community and has taken children and youth to the historical parts of Alpine: Burgess Farms, the cemetery, and Moyle Park. Valerie feels that to lose the Carlisle home is to lose the history of Alpine. She would like us to honor our heritage and keep this home on Main Street to benefit our children. It would be a shame to tear down something that would bless the lives of the children who will take care of this community in the future.

Gary Goodrich
1223 E. Preston Drive, Alpine

Gary expressed gratitude for the service provided to our great little town. When he was a young man in Bountiful, his father was a local leader in The Church of Jesus Christ of Latter-day Saints and had to decide the fate of the Bountiful Tabernacle. Gary is grateful that before the demolition of the building, the community realized what a gem it was and came together with funding and volunteer service to rebuild it. The Carlisle home is even older. Gary would like to see this building saved, and the artifacts that were carried across the plains and brought by ship from Denmark preserved. Gary offered to match the first \$200,000 in a public-private partnership to preserve the home. Gary encouraged us to be the city that burnishes our history instead of the city that burns it.

Ardice Lorscheider
49 S 600 E, Alpine

1 *Ardice and Dr. Lorscheider have lived in Alpine for over 15 years, and Ardice served on the planning committee for*
 2 *Creekside Park. Alpine is dear to their family. The Lorscheider children have been students at Mountainville Academy*
 3 *and Ardice is currently on the Vision Committee at the school. Mountainville Academy is also dear to their family. In*
 4 *October 2022, Ardice invited her father, a retired architect with years of experience in preserving historical buildings,*
 5 *to tour the home and property. Her father said that the Carlisle home was a gem that needed to be preserved, along*
 6 *with the trees in front. Ardice later learned that two of those trees were carried across the plains as saplings. Ardice*
 7 *has studied the Carlisle family history and is in awe of what they stood for. She has been trying to work with the*
 8 *Mountainville Academy Board and community members who want to support the preservation of this home. Ardice*
 9 *reported that Mountainville Academy has decided to sell the property, and hopes that we can bring the past, present,*
 10 *and future together.*

11
 12 ***Jennifer Wadsworth***
 13 ***188 Parkway West, Alpine***

14 *Jennifer Wadsworth previously spoke to the council at the January 9 meeting representing a non-profit group but*
 15 *represented herself tonight. In November 2023, she was interviewed by the Salt Lake Tribune for an article about*
 16 *the Carlisle home and its fate. Since then, many people have reached out in support of preserving the home.*
 17 *Individuals have offered service, products, and financial support. Jennifer said that she does not expect the city or*
 18 *the taxpayers to take on the restoration. People are very invested in this project and are willing to help. Jennifer*
 19 *explained that we have a unique opportunity to give the citizens a chance to be part of this and to raise funds>*
 20 *Jennifer encouraged the council to trust the citizens and let them show us what they can do.*

21
 22 **IV. REPORTS AND PRESENTATIONS**

23
 24 **V. ACTION/ DISCUSSION ITEMS**

25
 26 **A. Ordinance 2024-02: Code Amendment to Chapter 4 of the Alpine Development Code regulating**
 27 **the Subdivision Review Process**

28
 29 City Planner Ryan Robinson reported that the state now requires all local governments to modify their subdivision
 30 ordinances to comply with the process described in the statute. These new requirements remove the City Council
 31 from reviewing purely administrative subdivisions (those that do not require an exception or zone change, for
 32 example). The concept application review is now optional and can be done at the request of the applicant. The
 33 Planning Commission will be the reviewing body for the preliminary plan, focused lot sizes, frontage, subdivision,
 34 and road layouts as well as uses. A public hearing can be held at this point if the city chooses to require one. The
 35 final plat approval on engineering will be done by the Development Review Committee (City Administrator,
 36 Engineer, Planner). This review will be completed within 20 business days of receiving preliminary plan approval.
 37 These changes only apply to single-family residential subdivisions. The city does not currently allow multi-family
 38 dwelling units.

39
 40 Alpine City was eligible for grant money from the State to hire a consultant. Alpine hired a consultant from the pool
 41 provided by the State at no cost to the city to help complete this work.

42
 43 The Planning Commission held a public hearing during their January 16th, 2024, meeting. After a review of the
 44 proposed code amendment and potential changes, it was recommended that a public hearing not be required for
 45 purely administrative subdivision reviews. Public hearings in these cases give the public the mistaken idea that the
 46 city can deny a subdivision purely on the basis of public opposition. If the subdivision meets our ordinances, we
 47 must approve it. The Planning Commission discussed several options the city could implement to inform the public
 48 and accept public comments outside of a hearing.

49
 50 Ryan Robinson clarified that any exceptions to our existing code (such as zoning, PRDs, and overlays), would require
 51 a legislative decision and would still be brought before the City Council, which is the land use authority for that
 52 purpose. Staff cannot grant exceptions or zone changes.

53
 54 Council members had a detailed discussion on points such as PRDs, future multi-family units, parks and trails, the
 55 city Master Plan, sensitive lands, flood plains, conditional use permits, and the need to inform the public about what
 56 is happening around them. For information purposes, a webpage like Highland City's was suggested, where residents
 57 can read about current development projects.

1 **Motion:** Kelli Law moved to approve Ordinance 2024-02 amending Title 4 Subdivisions of the Alpine Development
 2 Code while keeping the public hearing requirement. The motion failed for lack of a second.
 3

4 **Motion:** Brent Rummmler moved to approve Ordinance 2024-02 amending Title 4 Subdivisions of the Alpine
 5 Development Code as proposed. Chrissy Hannemann seconded the motion. There were 3 yes votes, 2 no votes, and 0
 6 excused, as recorded below. The motion passed.
 7

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler	Jessica Smuin	
Chrissy Hannemann	Kelli Law	
Jason Thelin		

13 **B. Ordinance 2024-04: Code Amendment to Section 2.03.030 adding a timeframe to variance**
 14 **requests for applications that have been denied before reapplying**

16 The Utah State Code (10-9a-702) defines a variance as a modification of a zoning requirement made necessary because
 17 some unique aspect of a parcel makes the requirement burdensome or unfair. As variance requests have increased over
 18 the last year, city staff have suggested a requirement that a variance application that has been denied must wait six (6)
 19 months before reapplying. Once denied, the application process would begin again, which requires a public meeting,
 20 notification of neighbors within 300 feet of the proposed property, staff reports from the city, and the review by the
 21 appeal officer to decide to grant or deny the variance. This waiting period will help staff deal with repeat applications
 22 by allowing for a thorough assessment of the proposed variance, and giving the applicant enough time to address any
 23 concerns or issues raised during the previous application review process. This time restriction only applies if the
 24 applicant would like to apply for a variance with the city’s appeal authority. If the applicant would like to appeal the
 25 decision to the District Court, there are no restrictions on doing so. The Planning Commission held a public hearing
 26 on this proposed amendment on January 16, 2024. The discussion was focused on the difference between a code
 27 amendment (or exception) and a variance. A variance is not a favor to be granted but an injustice to be solved. It is
 28 different from a code amendment, which allows an exception to be granted in certain circumstances.
 29

30 **Motion:** Jason Thelin moved to approve Ordinance 2024-04 amending chapter 2.03.030 of the Alpine Development
 31 Code requiring a denied variance applicant to wait six (6) months before applying for another variance. Brent Rummmler
 32 seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed
 33 unanimously.
 34

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummmler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

42 **C. Resolution R2024-05: Update to the Consolidated Fee Schedule for Pressurized Irrigation Rates,**
 43 **Sewer Rates for Timpanogos Special Services District (40 percent increase), and Cemetery Fees**
 44

45 City Administrator Shane Sorensen presented background on the proposed fee increases.
 46

47 Pressurized Irrigation User Rates: After an extensive study, the City Council adopted a new user rate format in early
 48 2023 that considers metered usage. As part of the plan, a 3 percent increase was approved for both the base rate and
 49 usage rate for the years 2024-2027. The base rate will increase from \$40/acre per month to \$41.20 acre per month.
 50 The usage rate will increase 3 percent for each tier. Shareholder rates will also increase by 3 percent.
 51

52 Sewer Fees: Timpanogos Special Service District (TSSD) notified the city of a 40 percent increase in fees effective
 53 January 1, 2024. When this notification was received, the city was in the final stages of a rate study. The proposal is
 54 to include a \$7/month temporary TSSD surcharge for each account on the February utility bill, and continue until the
 55 increase is worked into the rate model being finalized by LRB Public Finance Advisors
 56

57 Cemetery Fees: The new cemetery expansion is basically complete. We still lack the monuments needed to locate
 58 graves and are working through a software update process. Alpine City’s plots (at \$985) are the cheapest in Utah
 CC 1/23/2024

County now (see table below). The north section of our cemetery was expensive to develop and will be expensive to maintain. The proposal is to raise the cost of a cemetery plot to \$1,700, limit the purchase of plots to Alpine residents, and enact a purchase limit of three plots. The opening and closing fees would also increase by \$200 in each category. Shane Sorensen said that Greg Kmetzsch, Cemetery Supervisor, recommended that we first sell the 200-300 plots around the perimeter of the expansion, to give the middle section more time for the grass to become established.

	Cemetery Employees	Resident Lot Fees	Resident Upright Fees	Resident Open/Close Fees	Non Resident Lot Fees	Non Resident Upright Fees	Non Resident Open/Close Fees
Spanish Fork	3.0	\$ 1,000		\$ 550	\$ 1,300		\$ 850
Provo City	5.5	\$ 1,300		\$ 700	\$ 1,800		\$ 700
Springville	3.0	\$ 1,700		\$ 650	\$ 2,800		\$ 950
Orem	5.0	\$ 1,710		\$ 685	\$ 2,190		\$ 875
Lehi	1.5	\$ 1,000		\$ 500	\$ 1,300		\$ 850
Pleasant Grove	2.5	\$ 1,000		\$ 700	\$ 2,000		\$ 1,300
American Fork	6.0	\$ 1,500		\$ 700	\$ 1,500		\$ 700
Highland	3.0	\$ 1,210	\$ 75	\$ 600	\$ 1,690		\$ 950
Alpine City	1.0	\$ 985	\$ 75	\$ 600	N/A		\$ 1,000
Mean	3	\$ 1,267	\$ 75	\$ 632	\$ 1,823		\$ 908
Median	3	\$ 1,210	\$ 75	\$ 650	\$ 1,745		\$ 875

Motion: Jason Thelin moved to approve Resolution R2024-05 amending the consolidated fee schedule with increases in pressurized irrigation rates, sewer rates and cemetery fees, and limiting the purchase of plots to Alpine residents, with a three-plot limit. Kelli Law seconded the motion. There were 5 yes votes, 0 no votes, and 0 excused as recorded below. The motion passed unanimously.

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

VI. STAFF REPORTS

Police Chief Brian Gwilliam had nothing to report.

Fire Chief Brian Patten had nothing to report.

Ryan Robinson asked the council about their interest in a work session regarding the parking issues with the Burgess Orchards conditional use permit.

Council members mentioned that nearby residents are concerned about cars parking up and down their streets, and that customers are crossing the high-speed Alpine Highway to visit the country store.

Mayor Carla Merrill explained that the country store is bringing in a lot of customers. The city wants to support successful businesses while also improving safety. This meeting should be held sooner rather than later because residents are concerned about safety and parking. Council members agreed. Mayor Merrill explained that there would be no vote taken at the work session, but that the council would discuss information and options to improve safety with a parking plan.

The council will move forward with a work meeting on the issue.

1 Shane Sorensen reported that the glass recycling bins located near Alpine Elementary are causing problems for the
2 school custodian, as students are breaking the bottles on the school grounds and creating a hazard. The city previously
3 requested increased frequency of dumping the bins by Momentum Recycling, but that has not solved the issue. Shane
4 will gather more background information before changes are proposed.
5

6
7 **VII. COUNCIL COMMUNICATION**
8

9 Brent Rummeler had nothing to discuss.

10
11 Jessica Smuin had nothing to discuss.
12

13 Chrissy Hannemann reported on her meeting with the American Fork Chamber of Commerce. The AFCC explained
14 how they are utilizing the PARC tax to enhance the quality of life in their city. Alpine will receive our portion of the
15 PARC tax for the first time this year.
16

17 Kelli Law had nothing to discuss.
18

19 Jason Thelin asked for an update on the parking lot improvements in Three Falls.
20

21 Shane Sorensen explained that the Three Falls lot is essentially complete but will need more gravel. The entrance is
22 paved to prevent the tracking of gravel onto the road when it is wet. Signs are still needed on site. Currently, there
23 are no plans to paint lines on the lot because paint on road base does not hold up well. Lines are not painted on the
24 parking lot south of Lambert Park, and visitors have managed well. Shane also reported the Heidi Smith will be
25 helping the city with signs at parks, the posting of rules, etc. Signs at the Three Falls lot would be part of that effort.
26

27 Mayor Carla Merrill reported that she met with Shane Sorensen and the County Commissioners about accepting the
28 conservation easement and had a positive discussion. A group of residents who do not want the easement to be held
29 by anyone has been sending emails and attending meetings. The Mayor suggested that when the conservation
30 easement is on the county agenda, we need people to attend that meeting and speak in favor of the easement. Mayor
31 Merrill said that the applicable meeting would likely be held on February 21 or March 13 at 2:00 pm in Provo, at the
32 building east of the old courthouse.
33

34 **Motion:** Jason Thelin moved to adjourn the meeting. Kelli Law seconded the motion. There were 5 yes votes, 0 no
35 votes, and 0 excused, as recorded below. The motion passed unanimously.
36

<u>Yes</u>	<u>No</u>	<u>Excused</u>
Brent Rummeler		
Jessica Smuin		
Kelli Law		
Chrissy Hannemann		
Jason Thelin		

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47 The meeting was adjourned at 7:42 pm.
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50 **IX. EXECUTIVE SESSION:** No executive session was held.
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ALPINE CITY CORPORATION
 COMBINED CASH INVESTMENT
 JANUARY 31, 2024

COMBINED CASH ACCOUNTS

01-1111	CASH IN BANK, ALTA BANK	174,226.19
01-1112	XPRESS BILL PAY	1,539.14
01-1131	PETTY CASH	1,000.00
01-1154	SAVINGS PTIF #158	23,159,596.95
		23,336,362.28
	TOTAL COMBINED CASH	23,336,362.28
01-1190	CASH - ALLOCATION TO OTHER FUN	(23,336,488.71)
		(126.43)
	TOTAL GENERAL FUND CASH	(126.43)

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	3,330,658.62
11	ALLOCATION TO CLASS C ROADS	785,534.49
15	ALLOCATION TO RECREATION IMPACT FEES	631,602.38
16	ALLOCATION TO STREET IMPACT FEES	425,112.40
45	ALLOCATION TO CAPITAL IMPROVEMENTS FUND	7,234,295.54
51	ALLOCATION TO WATER FUND	3,044,458.36
52	ALLOCATION TO SEWER FUND	2,875,971.17
55	ALLOCATION TO PRESSURIZED IRRIGATION FUND	1,134,521.21
56	ALLOCATION TO STORM DRAIN FUND	792,804.74
70	ALLOCATION TO TRUST AND AGENCY FUND	1,025,260.20
71	ALLOCATION TO CEMETERY PERPETUAL CARE FUND	757,646.74
81	ALLOCATION TO WATER IMPACT FEES	589,009.60
82	ALLOCATION TO SEWER IMPACT FEES	157,061.00
85	ALLOCATION TO PI IMPACT FEES	355,392.32
86	ALLOCATION TO STORM DRAIN IMPACT FEES	197,159.94
		23,336,488.71
	TOTAL ALLOCATIONS TO OTHER FUNDS	23,336,488.71
	ALLOCATION FROM COMBINED CASH FUND - 01-1190	(23,336,488.71)
		.00
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

ALPINE CITY CORPORATION

BALANCE SHEET

JANUARY 31, 2024

GENERAL FUND

ASSETS

10-1190	CASH - ALLOCATION TO OTHER FUN	3,330,658.62	
10-1309	DEFERRED PROPERTY TAXES REC	2,602,108.68	
10-1311	ACCOUNTS RECEIVABLE	66,873.26	
10-1561	PREPAID EXPENSES	243.46	
	TOTAL ASSETS		5,999,884.02

LIABILITIES AND EQUITYLIABILITIES

10-2131	ACCOUNTS PAYABLE	(1,278.05)	
10-2211	WAGES PAYABLE	13,870.00	
10-2222	FEDERAL WITHHOLDING PAYABLE	(12,129.10)	
10-2225	ULGT PAYABLE	36,459.24	
10-2227	RETIREMENT PAYABLE EMPLOYEES	(17,961.43)	
10-2229	WORKERS COMP PAYABLE	10,984.78	
10-2400	UNEARNED REVENUE	2,602,108.00	
	TOTAL LIABILITIES		2,632,053.44

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
10-2980	BALANCE BEGINNING OF YEAR	1,884,044.62	
	REVENUE OVER EXPENDITURES - YTD	1,483,785.96	
	BALANCE - CURRENT DATE	3,367,830.58	
	TOTAL FUND EQUITY		3,367,830.58
	TOTAL LIABILITIES AND EQUITY		5,999,884.02

ALPINE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-10	170,835.10	2,533,836.23	2,600,000.00	66,163.77	97.5
10-31-20	107,095.07	115,718.94	200,000.00	84,281.06	57.9
10-31-30	230,094.59	924,938.73	2,000,000.00	1,075,061.27	46.3
10-31-31	9,872.88	58,919.17	120,000.00	61,080.83	49.1
10-31-40	33,736.61	314,970.55	700,000.00	385,029.45	45.0
10-31-90	569.05	1,011.43	4,000.00	2,988.57	25.3
	<u>552,203.30</u>	<u>3,949,395.05</u>	<u>5,624,000.00</u>	<u>1,674,604.95</u>	<u>70.2</u>
<u>LICENSES AND PERMITS</u>					
10-32-10	9,775.00	12,175.00	25,000.00	12,825.00	48.7
10-32-20	6,156.35	71,604.40	225,000.00	153,395.60	31.8
10-32-21	8,825.50	144,352.84	400,000.00	255,647.16	36.1
10-32-22	88.25	1,443.69	5,000.00	3,556.31	28.9
	<u>24,845.10</u>	<u>229,575.93</u>	<u>655,000.00</u>	<u>425,424.07</u>	<u>35.1</u>
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-42	.00	.00	4,964.00	4,964.00	.0
10-33-54	.00	24,970.00	.00	(24,970.00)	.0
10-33-59	.00	146,850.12	227,150.00	80,299.88	64.7
	<u>.00</u>	<u>171,820.12</u>	<u>232,114.00</u>	<u>60,293.88</u>	<u>74.0</u>
<u>CHARGES FOR SERVICES</u>					
10-34-13	.00	1,958.00	20,000.00	18,042.00	9.8
10-34-14	.00	.00	500.00	500.00	.0
10-34-15	.00	.00	250.00	250.00	.0
10-34-22	9,629.00	28,887.00	38,516.00	9,629.00	75.0
10-34-40	59,495.03	415,464.97	670,000.00	254,535.03	62.0
10-34-69	.00	407.00	.00	(407.00)	.0
10-34-81	.00	3,693.75	7,500.00	3,806.25	49.3
10-34-83	4,725.00	18,775.00	50,000.00	31,225.00	37.6
	<u>73,849.03</u>	<u>469,185.72</u>	<u>786,766.00</u>	<u>317,580.28</u>	<u>59.6</u>
<u>FINES AND FORFEITURES</u>					
10-35-10	.00	15,762.81	40,000.00	24,237.19	39.4
10-35-15	4,393.45	25,713.28	7,000.00	(18,713.28)	367.3
10-35-16	1,575.00	2,925.00	2,000.00	(925.00)	146.3
	<u>5,968.45</u>	<u>44,401.09</u>	<u>49,000.00</u>	<u>4,598.91</u>	<u>90.6</u>

ALPINE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>RENTS AND OTHER REVENUE</u>					
10-36-20 RENTS AND CONCESSIONS	3,970.00	15,505.00	65,000.00	49,495.00	23.9
TOTAL RENTS AND OTHER REVENUE	3,970.00	15,505.00	65,000.00	49,495.00	23.9
<u>INTEREST AND MISC REVENUE</u>					
10-38-10 INTEREST EARNINGS	106,495.84	716,699.33	50,000.00	(666,699.33)	1433.4
10-38-17 ALPINE DAYS REVENUE	.00	51,963.94	85,000.00	33,036.06	61.1
10-38-18 RODEO REVENUE	.00	49,061.66	20,000.00	(29,061.66)	245.3
10-38-50 BICENTENNIAL BOOKS	720.00	1,000.00	500.00	(500.00)	200.0
10-38-90 SUNDRY REVENUES	.00	19,587.51	45,000.00	25,412.49	43.5
TOTAL INTEREST AND MISC REVENUE	107,215.84	838,312.44	200,500.00	(637,812.44)	418.1
<u>TRANSFERS AND CONTRIBUTIONS</u>					
10-39-20 CONTRIBUTION FOR PARAMEDIC	2,863.32	20,024.53	35,000.00	14,975.47	57.2
TOTAL TRANSFERS AND CONTRIBUTIONS	2,863.32	20,024.53	35,000.00	14,975.47	57.2
TOTAL FUND REVENUE	770,915.04	5,738,219.88	7,647,380.00	1,909,160.12	75.0

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-41-11 SALARIES & WAGES	26,395.63	151,712.81	224,500.00	72,787.19	67.6
10-41-13 EMPLOYEE BENEFITS	12,328.67	64,631.75	105,500.00	40,868.25	61.3
10-41-14 OVERTIME WAGES	.00	.00	1,500.00	1,500.00	.0
10-41-21 BOOKS, SUBSCRIPTIONS & MEMBERS	1,239.49	14,432.35	21,000.00	6,567.65	68.7
10-41-22 PUBLIC NOTICES	105.17	356.72	2,000.00	1,643.28	17.8
10-41-23 TRAVEL	34.72	2,497.07	7,500.00	5,002.93	33.3
10-41-24 OFFICE SUPPLIES & POSTAGE	1,369.70	11,581.20	15,000.00	3,418.80	77.2
10-41-25 EQUIPMENT - SUPPLIES & MAINTEN	.00	.00	1,500.00	1,500.00	.0
10-41-28 TELEPHONE	471.74	2,549.14	5,500.00	2,950.86	46.4
10-41-30 PROFESSIONAL SERVICES	1,935.00	43,922.00	60,000.00	16,078.00	73.2
10-41-33 EDUCATION	550.00	1,715.00	3,000.00	1,285.00	57.2
10-41-46 COUNCIL DISCRETIONARY FUND	.00	5,308.16	12,000.00	6,691.84	44.2
10-41-47 MAYOR DISCRETIONARY FUND	.00	97.50	5,000.00	4,902.50	2.0
10-41-51 INSURANCE	259.81	11,115.52	12,000.00	884.48	92.6
10-41-63 OTHER SERVICES	9,193.98	12,576.33	20,000.00	7,423.67	62.9
10-41-64 OTHER EXPENSES	.00	2,315.89	4,000.00	1,684.11	57.9
TOTAL ADMINISTRATION	53,883.91	324,811.44	500,000.00	175,188.56	65.0
<u>COURT</u>					
10-42-24 OFFICE EXPENSE & POSTAGE	3,135.74	17,879.57	35,000.00	17,120.43	51.1
10-42-31 PROFESSIONAL SERVICES	4,381.39	23,802.62	45,000.00	21,197.38	52.9
10-42-40 WITNESS FEES	.00	.00	200.00	200.00	.0
10-42-46 VICTIM REPARATION ASSESSMENT	1,853.92	13,215.18	25,000.00	11,784.82	52.9
TOTAL COURT	9,371.05	54,897.37	105,200.00	50,302.63	52.2
<u>TREASURER</u>					
10-43-11 SALARIES & WAGES	1,444.84	11,515.49	19,000.00	7,484.51	60.6
10-43-13 EMPLOYEE BENEFITS	899.61	6,978.53	11,000.00	4,021.47	63.4
10-43-14 OVERTIME WAGES	132.15	2,365.22	2,500.00	134.78	94.6
10-43-21 BOOKS, SUBSCRIPTIONS & MEMBERS	.00	823.31	1,200.00	376.69	68.6
10-43-23 TRAVEL	.00	.00	750.00	750.00	.0
10-43-24 OFFICE SUPPLIES & POSTAGE	.00	.00	250.00	250.00	.0
10-43-31 PROFESSIONAL & TECHNICAL	300.00	3,050.00	5,200.00	2,150.00	58.7
10-43-33 EDUCATION	.00	.00	500.00	500.00	.0
10-43-34 ACCOUNTING SERVICES/AUDIT	.00	10,900.00	13,000.00	2,100.00	83.9
TOTAL TREASURER	2,776.60	35,632.55	53,400.00	17,767.45	66.7

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ELECTIONS</u>					
10-50-24 OFFICE EXPENSE, SUPPLIES & POS	.00	.00	500.00	500.00	.0
10-50-62 MISCELLANEOUS SERVICES	.00	16,366.50	16,500.00	133.50	99.2
TOTAL ELECTIONS	.00	16,366.50	17,000.00	633.50	96.3
<u>GOVERNMENT BUILDINGS</u>					
10-52-26 BUILDING SUPPLIES	465.48	4,235.68	7,000.00	2,764.32	60.5
10-52-27 UTILITIES	4,460.92	14,341.60	25,000.00	10,658.40	57.4
10-52-51 INSURANCE	86.31	9,911.52	10,500.00	588.48	94.4
10-52-63 OTHER SERVICES	3,390.35	7,424.35	13,000.00	5,575.65	57.1
10-52-72 CAPITAL OUTLAY BUILDINGS	84.22	14,073.80	530,000.00	515,926.20	2.7
TOTAL GOVERNMENT BUILDINGS	8,487.28	49,986.95	585,500.00	535,513.05	8.5
<u>EMERGENCY SERVICES</u>					
10-57-61 POLICE-PROFESSIONAL SERVICE	120,946.00	846,622.00	1,459,437.00	612,815.00	58.0
10-57-63 FIRE-PROFESSIONAL SERVICE	103,396.00	723,772.00	1,247,482.00	523,710.00	58.0
10-57-72 ADMINISTRATION	11,217.00	78,519.00	134,163.00	55,644.00	58.5
10-57-74 CAPITAL OUTLAY - EQUIPMENT	.00	.00	20,000.00	20,000.00	.0
TOTAL EMERGENCY SERVICES	235,559.00	1,648,913.00	2,861,082.00	1,212,169.00	57.6
<u>BUILDING INSPECTION</u>					
10-58-11 SALARIES & WAGES	3,534.50	27,697.22	47,900.00	20,202.78	57.8
10-58-13 EMPLOYEE BENEFITS	1,786.33	13,035.04	22,300.00	9,264.96	58.5
10-58-14 OVERTIME WAGES	.00	.00	500.00	500.00	.0
10-58-21 BOOKS, SUBSCRIPTIONS & MEMBERS	.00	.00	500.00	500.00	.0
10-58-24 OFFICE SUPPLIES & POSTAGE	.00	.00	800.00	800.00	.0
10-58-28 TELEPHONE	30.00	225.00	1,000.00	775.00	22.5
10-58-29 CONTRACT/BUILDING INSPECTOR	4,569.00	42,661.00	90,000.00	47,339.00	47.4
10-58-51 INSURANCE & SURETY BONDS	86.31	9,911.52	10,400.00	488.48	95.3
10-58-65 BUILDING PERMIT SURCHARGE	603.15	1,151.98	3,000.00	1,848.02	38.4
TOTAL BUILDING INSPECTION	10,609.29	94,681.76	176,400.00	81,718.24	53.7

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PLANNING & ZONING</u>					
10-59-11 SALARIES & WAGES	6,655.42	84,085.50	154,000.00	69,914.50	54.6
10-59-13 EMPLOYEE BENEFITS	3,594.28	37,979.02	69,000.00	31,020.98	55.0
10-59-14 OVERTIME WAGES	.00	.00	1,000.00	1,000.00	.0
10-59-21 BOOKS, SUBSCRIPTIONS & MEMBERS	.00	64.28	1,000.00	935.72	6.4
10-59-23 TRAVEL	.00	.00	1,500.00	1,500.00	.0
10-59-24 OFFICE SUPPLIES & POSTAGE	.00	137.46	1,500.00	1,362.54	9.2
10-59-30 PROFESSIONAL SERVICES	.00	11,963.61	45,000.00	33,036.39	26.6
10-59-31 LEGAL SERVICES FOR SUBDIVIS	300.00	750.00	20,000.00	19,250.00	3.8
10-59-34 EDUCATION	.00	.00	750.00	750.00	.0
TOTAL PLANNING & ZONING	10,549.70	134,979.87	293,750.00	158,770.13	46.0
<u>STREETS</u>					
10-60-11 SALARIES & WAGES	8,040.82	61,495.70	105,400.00	43,904.30	58.4
10-60-13 EMPLOYEE BENEFITS	5,984.14	42,390.28	69,300.00	26,909.72	61.2
10-60-14 OVERTIME WAGES	719.13	4,344.85	8,000.00	3,655.15	54.3
10-60-15 ON CALL WAGES	511.87	3,495.07	5,800.00	2,304.93	60.3
10-60-23 TRAVEL	.00	740.00	1,000.00	260.00	74.0
10-60-24 OFFICE SUPPLIES & POSTAGE	.00	500.84	400.00	(100.84)	125.2
10-60-25 EQUIPMENT-SUPPLIES & MAINTENAN	27,731.51	49,816.13	75,000.00	25,183.87	66.4
10-60-26 STREET SUPPLIES AND MAINTENANC	8,232.03	30,505.03	75,000.00	44,494.97	40.7
10-60-27 UTILITIES	6.03	42.31	500.00	457.69	8.5
10-60-28 TELEPHONE	259.87	1,791.18	3,200.00	1,408.82	56.0
10-60-29 POWER - STREET LIGHTS	4,435.32	30,599.76	50,000.00	19,400.24	61.2
10-60-51 INSURANCE	86.31	9,911.52	10,000.00	88.48	99.1
10-60-63 OTHER SERVICES	.00	319.00	12,000.00	11,681.00	2.7
10-60-64 OTHER EXPENSES	10.00	2,264.52	6,500.00	4,235.48	34.8
10-60-70 CLASS C ROAD FUND	1,240.00	41,240.00	.00	(41,240.00)	.0
10-60-73 CAPITAL OUTLAY-OTHER THAN BUIL	5,203.50	816,340.04	872,500.00	56,159.96	93.6
10-60-74 CAPITAL OUTLAY - EQUIPMENT	6,332.92	9,182.01	107,000.00	97,817.99	8.6
TOTAL STREETS	68,793.45	1,104,978.24	1,401,600.00	296,621.76	78.8

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PARKS & RECREATION</u>					
10-70-11 SALARIES & WAGES	4,247.20	34,439.44	54,400.00	19,960.56	63.3
10-70-12 WAGES TEMPORARY EMPLOYEES	.00	35,635.71	55,000.00	19,364.29	64.8
10-70-13 EMPLOYEE BENEFITS	2,798.57	24,363.15	37,700.00	13,336.85	64.6
10-70-14 OVERTIME WAGES	31.77	2,719.49	2,500.00	(219.49)	108.8
10-70-23 TRAVEL	.00	.00	1,000.00	1,000.00	.0
10-70-24 OFFICE SUPPLIES & POSTAGE	84.10	1,922.58	2,400.00	477.42	80.1
10-70-25 EQUIPMENT-SUPPLIES & MAINTENAN	948.18	9,876.15	25,000.00	15,123.85	39.5
10-70-26 BUILDING AND GROUNDS SUPPLIES	98.48	21,168.09	55,000.00	33,831.91	38.5
10-70-27 UTILITIES	5,329.85	35,043.33	60,000.00	24,956.67	58.4
10-70-28 TELEPHONE	264.85	1,839.79	3,000.00	1,160.21	61.3
10-70-51 INSURANCE & SURETY BONDS	86.31	9,911.52	10,500.00	588.48	94.4
10-70-60 RODEO	.00	34,257.63	35,000.00	742.37	97.9
10-70-64 OTHER EXPENSES	181.97	7,867.21	26,500.00	18,632.79	29.7
10-70-65 ALPINE DAYS	.00	62,832.15	115,000.00	52,167.85	54.6
10-70-67 MOYLE PARK	.00	3,796.68	9,000.00	5,203.32	42.2
10-70-68 LIBRARY	880.00	6,680.00	11,500.00	4,820.00	58.1
10-70-69 YOUTH COUNCIL	.00	6,704.13	5,500.00	(1,204.13)	121.9
10-70-70 BOOK MOBILE	.00	.00	13,596.00	13,596.00	.0
10-70-71 TRAILS	.00	2,664.96	5,000.00	2,335.04	53.3
TOTAL PARKS & RECREATION	14,951.28	301,722.01	527,596.00	225,873.99	57.2
<u>CEMETERY</u>					
10-77-11 SALARIES & WAGES	4,247.20	34,439.36	54,400.00	19,960.64	63.3
10-77-12 WAGES TEMPORARY EMPLOYEE	.00	34,494.17	55,000.00	20,505.83	62.7
10-77-13 EMPLOYEE BENEFITS	2,798.47	24,361.50	37,700.00	13,338.50	64.6
10-77-14 OVERTIME WAGES	31.77	2,719.49	2,500.00	(219.49)	108.8
10-77-23 TRAVEL	.00	.00	500.00	500.00	.0
10-77-24 OFFICE SUPPLIES & POSTAGE	.00	.00	250.00	250.00	.0
10-77-25 EQUIPMENT-SUPPLIES & MAINTENAN	1,385.68	3,910.94	12,000.00	8,089.06	32.6
10-77-26 BUILDING AND GROUNDS	296.55	3,055.03	12,000.00	8,944.97	25.5
10-77-27 CEMETERY PAVING	446.56	3,125.92	.00	(3,125.92)	.0
10-77-28 TELEPHONE	40.00	300.00	850.00	550.00	35.3
10-77-51 INSURANCE & SURETY BONDS	86.31	9,911.52	8,500.00	(1,411.52)	116.6
10-77-63 OTHER SERVICES	11.73	194.93	10,000.00	9,805.07	2.0
TOTAL CEMETERY	9,344.27	116,512.86	193,700.00	77,187.14	60.2

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GARBAGE</u>					
10-82-11 SALARIES & WAGES	3,441.17	27,524.32	49,000.00	21,475.68	56.2
10-82-13 EMPLOYEE BENEFITS	2,317.07	16,481.29	29,200.00	12,718.71	56.4
10-82-14 OVERTIME WAGES	77.09	1,567.09	1,500.00	(67.09)	104.5
10-82-15 ON CALL WAGES	.00	3.20	.00	(3.20)	.0
10-82-24 OFFICE SUPPLIES & POSTAGE	473.27	3,279.55	3,600.00	320.45	91.1
10-82-28 TELEPHONE	.00	18.75	250.00	231.25	7.5
10-82-31 PROFESSIONAL & TECHNICAL	300.00	3,050.00	4,800.00	1,750.00	63.5
10-82-34 TECHNOLOGY UPDATE	482.88	2,603.97	5,500.00	2,896.03	47.3
10-82-61 TIPPING FEES	11,082.64	81,099.37	155,000.00	73,900.63	52.3
10-82-62 WASTE PICKUP CONTRACT	37,362.69	223,759.70	405,000.00	181,240.30	55.3
10-82-64 OTHER EXPENSES	227.18	1,603.70	.00	(1,603.70)	.0
10-82-65 CITY CLEANUP PROJECTS	.00	.00	3,800.00	3,800.00	.0
TOTAL GARBAGE	55,763.99	360,990.94	657,650.00	296,659.06	54.9
<u>MISCELLANEOUS</u>					
10-99-25 TECHNOLOGY UPGRADE	6,282.48	8,416.33	30,000.00	21,583.67	28.1
10-99-80 TRANSFER TO CAPITAL IMP FUND	.00	.00	239,502.00	239,502.00	.0
10-99-82 EMERGENCY PREP	60.00	1,544.10	5,000.00	3,455.90	30.9
TOTAL MISCELLANEOUS	6,342.48	9,960.43	274,502.00	264,541.57	3.6
TOTAL FUND EXPENDITURES	486,432.30	4,254,433.92	7,647,380.00	3,392,946.08	55.6
NET REVENUE OVER EXPENDITURES	284,482.74	1,483,785.96	.00	(1,483,785.96)	.0

ALPINE CITY CORPORATION
 BALANCE SHEET
 JANUARY 31, 2024

CLASS C ROADS

<u>ASSETS</u>			
11-1190	CASH - ALLOCATION FROM GENERAL		785,534.49
			<u>785,534.49</u>
	TOTAL ASSETS		<u>785,534.49</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
11-2980	BALANCE BEGINNING OF YEAR	1,872,242.42	
	REVENUE OVER EXPENDITURES - YTD	(1,086,707.93)	
			<u>785,534.49</u>
	BALANCE - CURRENT DATE		<u>785,534.49</u>
	TOTAL FUND EQUITY		<u>785,534.49</u>
	TOTAL LIABILITIES AND EQUITY		<u>785,534.49</u>

ALPINE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CLASS C ROADS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
11-33-56 B&C ROAD FUND ALLOTMENT	102,738.12	272,082.42	500,000.00	227,917.58	54.4
11-33-60 MASS TRANSIT	21,875.86	86,922.35	120,000.00	33,077.65	72.4
TOTAL SOURCE 33	124,613.98	359,004.77	620,000.00	260,995.23	57.9
 <u>INTEREST AND MISC REVENUE</u>					
11-38-10 INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	10,000.00	10,000.00	.0
 <u>TRANSFERS AND CONTRIBUTIONS</u>					
11-39-10 FUND BALANCE APPROPRIATION	.00	.00	1,042,000.00	1,042,000.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	1,042,000.00	1,042,000.00	.0
 TOTAL FUND REVENUE	 124,613.98	 359,004.77	 1,672,000.00	 1,312,995.23	 21.5

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CLASS C ROADS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
11-60-70 CLASS C ROAD FUND PROJECTS	79,750.41	1,325,712.70	1,552,000.00	226,287.30	85.4
11-60-75 MASS TRANSIT PROJECTS	.00	120,000.00	120,000.00	.00	100.0
TOTAL DEPARTMENT 60	79,750.41	1,445,712.70	1,672,000.00	226,287.30	86.5
TOTAL FUND EXPENDITURES	79,750.41	1,445,712.70	1,672,000.00	226,287.30	86.5
NET REVENUE OVER EXPENDITURES	44,863.57	(1,086,707.93)	.00	1,086,707.93	.0

ALPINE CITY CORPORATION
 BALANCE SHEET
 JANUARY 31, 2024

RECREATION IMPACT FEES

<u>ASSETS</u>			
15-1190	CASH - ALLOCATION FROM GENERAL		631,602.38
	TOTAL ASSETS		<u>631,602.38</u>
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
15-2831	RESERVE-IMP RECREATION		571,085.62
UNAPPROPRIATED FUND BALANCE:			
15-2980	BALANCE BEGINNING OF YEAR	57,828.76	
	REVENUE OVER EXPENDITURES - YTD	<u>2,688.00</u>	
	BALANCE - CURRENT DATE		<u>60,516.76</u>
	TOTAL FUND EQUITY		<u>631,602.38</u>
	TOTAL LIABILITIES AND EQUITY		<u>631,602.38</u>

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

RECREATION IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
15-37-31 RECREATION FACILITY FEES	.00	2,688.00	100,000.00	97,312.00	2.7
TOTAL OPERATING REVENUES	.00	2,688.00	100,000.00	97,312.00	2.7
<u>INTEREST AND MISC REVENUE</u>					
15-38-10 INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	10,000.00	10,000.00	.0
<u>TRANSFERS AND CONTRIBUTIONS</u>					
15-39-10 FUND BALANCE APPROPRIATION	.00	.00	105,000.00	105,000.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	105,000.00	105,000.00	.0
TOTAL FUND REVENUE	.00	2,688.00	215,000.00	212,312.00	1.3

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

RECREATION IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
15-40-31 PARK SYSTEM	.00	.00	215,000.00	215,000.00	.0
TOTAL EXPENDITURES	.00	.00	215,000.00	215,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	215,000.00	215,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	2,688.00	.00	(2,688.00)	.0

ALPINE CITY CORPORATION
 BALANCE SHEET
 JANUARY 31, 2024

STREET IMPACT FEES

<u>ASSETS</u>			
16-1190	CASH - ALLOCATION FROM GENERAL		425,112.40
	TOTAL ASSETS		425,112.40
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
16-2980	BALANCE BEGINNING OF YEAR	430,816.08	
	REVENUE OVER EXPENDITURES - YTD	(5,703.68)	
	BALANCE - CURRENT DATE		425,112.40
	TOTAL FUND EQUITY		425,112.40
	TOTAL LIABILITIES AND EQUITY		425,112.40

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STREET IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
16-37-21 STREETS & TRANSPORTATION FEES	(8,513.00)	(5,703.68)	40,000.00	45,703.68	(14.3)
TOTAL OPERATING REVENUES	(8,513.00)	(5,703.68)	40,000.00	45,703.68	(14.3)
TOTAL FUND REVENUE	(8,513.00)	(5,703.68)	40,000.00	45,703.68	(14.3)

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STREET IMPACT FEES

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>						
16-40-21	STREET & TRANSPORT EXPENSES	.00	.00	40,000.00	40,000.00	.0
	TOTAL EXPENDITURES	.00	.00	40,000.00	40,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	40,000.00	40,000.00	.0
	NET REVENUE OVER EXPENDITURES	(8,513.00)	(5,703.68)	.00	5,703.68	.0

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

CAPITAL IMPROVEMENTS FUND

<u>ASSETS</u>			
45-1190	CASH - ALLOCATION TO OTHER FUN	7,234,295.54	
	TOTAL ASSETS		7,234,295.54
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
45-2124	OTHER BONDS	320,000.00	
45-2140	INFRA PROTECTION BONDS	1,334,618.44	
45-2147	OPEN SPACE BOND	144,000.00	
45-2150	RESTRICTED FOR ROADS	155,014.00	
45-2152	MOYLE PARK DONATIONS	5,212.00	
45-2156	MUSTARD DONATION/LAM PK TRAILS	4,948.00	
	TOTAL LIABILITIES		1,963,792.44
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
45-2960	EQUIPMENT REPLACEMENT	151,529.36	
45-2980	BALANCE BEGINNING OF YEAR	6,800,808.20	
	REVENUE OVER EXPENDITURES - YTD	(1,681,834.46)	
	BALANCE - CURRENT DATE	5,270,503.10	
	TOTAL FUND EQUITY		5,270,503.10
	TOTAL LIABILITIES AND EQUITY		7,234,295.54

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CAPITAL IMPROVEMENTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTEREST AND MISC REVENUE</u>					
45-38-10 INTEREST REVENUE	.00	.00	10,000.00	10,000.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	10,000.00	10,000.00	.0
<u>TRANSFERS AND CONTRIBUTIONS</u>					
45-39-11 CAPITOL IMPROVEMENTS FUND SURP	.00	.00	1,658,500.00	1,658,500.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	1,658,500.00	1,658,500.00	.0
TOTAL FUND REVENUE	.00	.00	1,668,500.00	1,668,500.00	.0

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CAPITAL IMPROVEMENTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
45-40-72 CAPITAL OUTLAY - OTHER	48,070.54	921,929.82	1,338,500.00	416,570.18	68.9
45-40-73 CAPITAL OUTLAY BUILDINGS	.00	.00	270,000.00	270,000.00	.0
45-40-74 CAPITAL OUTLAY - EQUIPMENT	.00	1,225.00	60,000.00	58,775.00	2.0
45-40-75 CAPITAL OUTLAY RESIDENTIAL HOM	.00	197,600.00	.00	(197,600.00)	.0
45-40-76 CAPITAL OUTLAY RES LAND	.00	561,079.64	.00	(561,079.64)	.0
TOTAL EXPENDITURES	48,070.54	1,681,834.46	1,668,500.00	(13,334.46)	100.8
TOTAL FUND EXPENDITURES	48,070.54	1,681,834.46	1,668,500.00	(13,334.46)	100.8
NET REVENUE OVER EXPENDITURES	(48,070.54)	(1,681,834.46)	.00	1,681,834.46	.0

ALPINE CITY CORPORATION

BALANCE SHEET

JANUARY 31, 2024

WATER FUND

ASSETS

51-1110	CASH ON HAND	(126.43)	
51-1190	CASH - ALLOCATION FROM GENERAL		3,044,458.36	
51-1311	WATER ACCOUNTS RECEIVABLE		64,154.18	
51-1314	ALLOWANCE FOR DOUBTFUL ACCOUNT	(996.71)	
51-1598	INVESTMENT IN WATER STOCK		73,400.00	
51-1610	DEFERRED OUTFLOWS-PENSIONS		43,520.00	
51-1611	LAND		219,000.00	
51-1621	BUILDING		169,102.63	
51-1622	ALLOWANCE FOR DEPRECIATION-BUI	(137,757.57)	
51-1631	IMPROVEMENTS OTHER THAN BUILDI		16,759,114.05	
51-1632	ALLOWANCE FOR DEPRECIATION-IMP	(6,297,576.65)	
51-1651	MACHINERY AND EQUIPMENT		1,203,492.49	
51-1652	ALLOWANCE FOR DEPR'N-MACH & EQ	(614,082.40)	
	TOTAL ASSETS			<u>14,525,701.95</u>

LIABILITIES AND EQUITYLIABILITIES

51-2151	UTILITY DEPOSIT		27,166.11	
51-2220	WAGES PAYABLE		2,370.00	
51-2230	ST COMPENSATED ABSENCES		3,204.32	
51-2290	NET PENSION LIABILITY		24,206.00	
51-2410	DEFERRED INFLOWS-PENSIONS		904.00	
51-2530	LT COMPENSATED ABSENCES		169.00	
	TOTAL LIABILITIES			58,019.43

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
51-2970	CONTRA ACCOUNT 81 IMPACT FEES		297,053.91	
51-2980	BEGINNING OF YEAR		13,970,425.85	
	REVENUE OVER EXPENDITURES - YTD		200,202.76	
	BALANCE - CURRENT DATE			<u>14,467,682.52</u>
	TOTAL FUND EQUITY			<u>14,467,682.52</u>
	TOTAL LIABILITIES AND EQUITY			<u>14,525,701.95</u>

ALPINE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
51-37-11 METERED WATER SALES	63,098.90	501,920.33	800,000.00	298,079.67	62.7
51-37-12 OTHER WATER REVENUE	50.00	4,138.23	20,000.00	15,861.77	20.7
51-37-16 WATER CONNECTION FEE	460.00	7,360.00	30,000.00	22,640.00	24.5
51-37-17 PENALTIES	1,664.22	4,588.18	5,700.00	1,111.82	80.5
TOTAL OPERATING REVENUES	65,273.12	518,006.74	855,700.00	337,693.26	60.5
<u>INTEREST AND MISC REVENUE</u>					
51-38-10 INTEREST EARNINGS	.00	.00	20,000.00	20,000.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	20,000.00	20,000.00	.0
<u>TRANSFERS AND CONTRIBUTIONS</u>					
51-39-11 UNAPPROPRIATED FUND EQUITY	.00	.00	525,000.00	525,000.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	525,000.00	525,000.00	.0
TOTAL FUND REVENUE	65,273.12	518,006.74	1,400,700.00	882,693.26	37.0

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER EXPENDITURES</u>					
51-80-11 SALARIES & WAGES	11,694.44	90,656.65	155,600.00	64,943.35	58.3
51-80-13 EMPLOYEE BENEFITS	8,310.38	59,015.11	98,300.00	39,284.89	60.0
51-80-14 OVERTIME WAGES	796.22	5,911.94	9,000.00	3,088.06	65.7
51-80-15 ON CALL WAGES	511.87	3,495.07	6,900.00	3,404.93	50.7
51-80-21 BOOKS, SUBSCRIPTIONS & MEMBERS	731.50	881.50	2,500.00	1,618.50	35.3
51-80-23 TRAVEL	.00	.00	3,000.00	3,000.00	.0
51-80-24 OFFICE SUPPLIES & POS	3,745.80	23,095.54	20,000.00	(3,095.54)	115.5
51-80-25 EQUIPMENT-SUPPLIES & MAINTENAN	834.92	7,270.59	21,000.00	13,729.41	34.6
51-80-26 BUILDING AND GROUNDS SUPPLIES	1,373.38	8,697.34	50,000.00	41,302.66	17.4
51-80-27 UTILITIES	2,156.27	31,929.61	35,000.00	3,070.39	91.2
51-80-28 TELEPHONE	316.09	2,201.67	2,500.00	298.33	88.1
51-80-31 PROFESSIONAL & TECHNICAL SERVI	450.00	6,300.00	25,000.00	18,700.00	25.2
51-80-33 EDUCATION	780.00	1,656.82	1,000.00	(656.82)	165.7
51-80-34 TECHNOLOGY UPDATE	485.79	2,619.64	10,000.00	7,380.36	26.2
51-80-35 DEPRECIATION EXPENSE	.00	.00	255,000.00	255,000.00	.0
51-80-51 INSURANCE AND SURETY BONDS	86.31	9,911.52	10,900.00	988.48	90.9
51-80-62 MISCELLANEOUS SERVICES	3,095.12	19,805.02	38,000.00	18,194.98	52.1
51-80-63 OTHER EXPENSES	946.04	13,679.78	35,000.00	21,320.22	39.1
51-80-72 CAPITAL OUTLAY - BUILDINGS	.00	.00	5,000.00	5,000.00	.0
51-80-73 CAPITOL OUTLAY - IMPROVEMENTS	.00	25,400.00	560,000.00	534,600.00	4.5
51-80-74 CAPITAL OUTLAY - EQUIPMENT	2,427.08	5,276.18	57,000.00	51,723.82	9.3
TOTAL WATER EXPENDITURES	38,741.21	317,803.98	1,400,700.00	1,082,896.02	22.7
TOTAL FUND EXPENDITURES	38,741.21	317,803.98	1,400,700.00	1,082,896.02	22.7
NET REVENUE OVER EXPENDITURES	26,531.91	200,202.76	.00	(200,202.76)	.0

ALPINE CITY CORPORATION

BALANCE SHEET

JANUARY 31, 2024

SEWER FUND

ASSETS

52-1190	CASH - ALLOCATION TO OTHER FUN	2,875,971.17	
52-1312	SEWER ACCOUNTS RECEIVABLE	107,013.81	
52-1314	ALLOWANCE FOR DOUBTFUL ACCOUNT	(300.00)	
52-1610	DEFERRED OUTFLOWS-PENSIONS	40,161.00	
52-1611	LAND	21,072.00	
52-1621	BUILDING	45,971.00	
52-1622	ALLOWANCE FOR DEPRECIATION-BUI	(43,903.82)	
52-1631	IMPROVEMENTS OTHER THAN BUILDI	8,326,036.27	
52-1632	ALLOWANCE FOR DEPRECIATION-IMP	(3,430,276.88)	
52-1651	MACHINERY AND EQUIPMENT	390,906.59	
52-1652	ALLOWANCE FOR DEPR'N-MACH & EQ	(274,283.84)	
	TOTAL ASSETS		<u>8,058,367.30</u>

LIABILITIES AND EQUITYLIABILITIES

52-2220	WAGES PAYABLE	2,377.00	
52-2230	ST COMPENSATED ABSENCES	24,198.00	
52-2290	NET PENSION LIABILITY	22,337.00	
52-2300	TSSD CLEARING ACCOUNT	132,311.65	
52-2410	DEFERRED INFLOWS-PENSIONS	834.00	
52-2530	LT COMPENSATED ABSENCES	4,414.00	
	TOTAL LIABILITIES		186,471.65

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
52-2980	BALANCE BEGINNING OF YEAR	7,792,156.50	
	REVENUE OVER EXPENDITURES - YTD	79,739.15	
	BALANCE - CURRENT DATE		<u>7,871,895.65</u>
	TOTAL FUND EQUITY		<u>7,871,895.65</u>
	TOTAL LIABILITIES AND EQUITY		<u>8,058,367.30</u>

ALPINE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
52-37-11 SEWER SYSTEM USAGE SALES	104,830.63	614,373.74	1,050,000.00	435,626.26	58.5
52-37-12 OTHER REVENUE	.00	.00	10,000.00	10,000.00	.0
52-37-16 SEWER CONNECTION FEE	125.00	1,750.00	5,000.00	3,250.00	35.0
TOTAL OPERATING REVENUES	104,955.63	616,123.74	1,065,000.00	448,876.26	57.9
<u>INTEREST AND MISC REVENUE</u>					
52-38-10 INTEREST EARNINGS	.00	.00	10,000.00	10,000.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	10,000.00	10,000.00	.0
<u>TRANSFERS AND CONTRIBUTIONS</u>					
52-39-11 UNAPPROPRIATED FUND EQUITY	.00	.00	155,900.00	155,900.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	155,900.00	155,900.00	.0
TOTAL FUND REVENUE	104,955.63	616,123.74	1,230,900.00	614,776.26	50.1

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER EXPENDITURES</u>					
52-81-11 SALARIES & WAGES	11,694.46	89,856.67	155,600.00	65,743.33	57.8
52-81-13 EMPLOYEE BENEFITS	8,310.19	59,813.66	98,300.00	38,486.34	60.9
52-81-14 OVERTIME WAGES	796.22	5,911.94	9,000.00	3,088.06	65.7
52-81-15 ON CALL WAGES	511.87	3,495.07	6,900.00	3,404.93	50.7
52-81-23 TRAVEL	229.17	358.17	2,750.00	2,391.83	13.0
52-81-24 OFFICE SUPPLIES & POSTAGE	473.26	6,683.44	18,000.00	11,316.56	37.1
52-81-25 EQUIPMENT-SUPPLIES & MAINTENAN	84.22	84.22	10,000.00	9,915.78	.8
52-81-26 BUILDING AND GROUND SUPPLIES	824.20	5,294.89	12,000.00	6,705.11	44.1
52-81-27 UTILITIES	37.05	252.83	2,200.00	1,947.17	11.5
52-81-28 TELEPHONE	308.25	2,162.81	3,900.00	1,737.19	55.5
52-81-31 PROFESSIONAL & TECHNICAL	300.00	4,775.00	8,000.00	3,225.00	59.7
52-81-34 TECHNOLOGY UPDATE	485.79	2,619.64	7,000.00	4,380.36	37.4
52-81-35 DEPRECIATION EXPENSE	.00	.00	130,000.00	130,000.00	.0
52-81-51 INSURANCE AND SURETY BONDS	86.31	9,911.52	.00	(9,911.52)	.0
52-81-62 TIMPANOGOS SPECIAL SERVICE DIS	55,077.30	274,846.24	598,250.00	323,403.76	45.9
52-81-64 OTHER EXPENSES	2,159.86	3,842.32	12,000.00	8,157.68	32.0
52-81-73 CAPITAL OUTLAY-IMPROVEMENTS	11,200.00	61,200.00	100,000.00	38,800.00	61.2
52-81-74 CAPITAL OUTLAY - EQUIPMENT	2,427.08	5,276.17	57,000.00	51,723.83	9.3
TOTAL SEWER EXPENDITURES	95,005.23	536,384.59	1,230,900.00	694,515.41	43.6
TOTAL FUND EXPENDITURES	95,005.23	536,384.59	1,230,900.00	694,515.41	43.6
NET REVENUE OVER EXPENDITURES	9,950.40	79,739.15	.00	(79,739.15)	.0

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

PRESSURIZED IRRIGATION FUND

ASSETS

55-1190	CASH - ALLOCATION TO OTHER FUN	1,134,521.21	
55-1282	2020 BOND FUND 0352420	1,755.21	
55-1311	ACCOUNTS RECEIVABLE	69,085.57	
55-1314	ALLOWANCE FOR DOUBTFUL ACCOUNT	(300.00)	
55-1610	DEFERRED OUTFLOWS-PENSIONS	27,685.00	
55-1631	PRESSURIZED IRRIGATION SYSTEM	16,036,321.30	
55-1632	ACCUMULATION DEPRECIATION-IMPR	(4,754,005.51)	
55-1633	CONSTRUCTION IN PROGRESS	.70	
55-1651	MACHINERY AND EQUIPMENT	368,294.13	
55-1652	ALLOWANCE FOR DEPR'N-MACH & EQ	(257,326.15)	
55-1910	DEFERED AMOUNT ON REFUNDING	79,863.02	
	TOTAL ASSETS		12,705,894.48

LIABILITIES AND EQUITY

LIABILITIES

55-2141	ACCRUED INTEREST PAYABLE	4,203.00	
55-2220	WAGES PAYABLE	2,011.00	
55-2230	ST COMPENSATED ABSENCES	5,344.53	
55-2290	NET PENSION LIABILITY	15,399.00	
55-2410	DEFERRED INFLOWS-PENSIONS	575.00	
55-2511	CURRENT PORTION OF BONDS	347,000.00	
55-2532	BOND - 2020 WATER REFUNDING	2,181,000.00	
55-2540	LT COMPENSATED ABSENCES	66.00	
	TOTAL LIABILITIES		2,555,598.53

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
55-2970	CONTRA ACCOUNT IMPACT FEES 85	282,500.00	
55-2980	BALANCE BEGINNING OF YEAR	9,722,242.77	
	REVENUE OVER EXPENDITURES - YTD	145,553.18	
	BALANCE - CURRENT DATE		10,150,295.95
	TOTAL FUND EQUITY		10,150,295.95
	TOTAL LIABILITIES AND EQUITY		12,705,894.48

ALPINE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

PRESSURIZED IRRIGATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
55-37-11	70,872.00	654,205.26	975,000.00	320,794.74	67.1
55-37-12	.00	849.00	1,000.00	151.00	84.9
55-37-16	1,509.32	23,982.51	40,000.00	16,017.49	60.0
	<u>72,381.32</u>	<u>679,036.77</u>	<u>1,016,000.00</u>	<u>336,963.23</u>	<u>66.8</u>
<u>INTEREST AND MISC REVENUE</u>					
55-38-10	8.19	1,755.98	10,000.00	8,244.02	17.6
	<u>8.19</u>	<u>1,755.98</u>	<u>10,000.00</u>	<u>8,244.02</u>	<u>17.6</u>
<u>TRANSFERS AND CONTRIBUTIONS</u>					
55-39-11	.00	.00	474,504.00	474,504.00	.0
	<u>.00</u>	<u>.00</u>	<u>474,504.00</u>	<u>474,504.00</u>	<u>.0</u>
	<u>72,389.51</u>	<u>680,792.75</u>	<u>1,500,504.00</u>	<u>819,711.25</u>	<u>45.4</u>

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

PRESSURIZED IRRIGATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
55-40-11 SALARIES & WAGES, ADMINISTRATI	9,854.69	76,172.52	132,700.00	56,527.48	57.4
55-40-13 EMPLOYEE BENEFITS	7,286.90	52,172.13	86,100.00	33,927.87	60.6
55-40-14 OVERTIME WAGES	796.22	5,911.94	9,000.00	3,088.06	65.7
55-40-15 ON CALL WAGES	511.87	3,491.87	5,000.00	1,508.13	69.8
55-40-23 TRAVEL	.00	.00	1,200.00	1,200.00	.0
55-40-25 EQUIPMENT - SUPPLIES & MAINTEN	834.92	17,948.70	58,000.00	40,051.30	31.0
55-40-26 BUILDING & GROUNDS SUPPLIES	73.48	12,892.89	25,000.00	12,107.11	51.6
55-40-27 UTILITIES	(2,296.89)	39,820.96	185,000.00	145,179.04	21.5
55-40-28 TELEPHONE	277.71	1,934.02	3,500.00	1,565.98	55.3
55-40-29 OFFICE SUPPLIES & POSTAGE	557.36	14,162.20	12,000.00	(2,162.20)	118.0
55-40-31 PROFESSIONAL & TECHNICAL SERVI	150.00	1,525.00	5,000.00	3,475.00	30.5
55-40-32 ENGINEER SERVICES	.00	874.60	10,000.00	9,125.40	8.8
55-40-33 TECHNOLOGY UPDATE	.00	.00	7,500.00	7,500.00	.0
55-40-34 ANNUAL AUDIT - UTAH WATER	485.79	2,619.64	.00	(2,619.64)	.0
55-40-35 DEPRECIATION EXPENSE	.00	.00	223,704.00	223,704.00	.0
55-40-51 INSURANCE & SURETY BONDS	86.31	9,911.52	12,000.00	2,088.48	82.6
55-40-62 MISCELLANEOUS SERVICES	2,317.56	14,329.07	33,000.00	18,670.93	43.4
55-40-63 OTHER EXPENSES	114.62	9,385.13	10,000.00	614.87	93.9
55-40-73 CAPITAL OUTLAY	.00	13,000.00	233,000.00	220,000.00	5.6
55-40-74 CAPITAL OUTLAY - EQUIPMENT	2,427.08	5,276.18	6,600.00	1,323.82	79.9
55-40-80 TRUSTEE FEES	.00	1,500.00	.00	(1,500.00)	.0
55-40-83 BOND PRINCIPAL #8938222	.00	.00	267,200.00	267,200.00	.0
55-40-84 BOND INTEREST #8938222	.00	252,311.20	.00	(252,311.20)	.0
55-40-88 CUP O M	.00	.00	175,000.00	175,000.00	.0
TOTAL EXPENDITURES	23,477.62	535,239.57	1,500,504.00	965,264.43	35.7
TOTAL FUND EXPENDITURES	23,477.62	535,239.57	1,500,504.00	965,264.43	35.7
NET REVENUE OVER EXPENDITURES	48,911.89	145,553.18	.00	(145,553.18)	.0

ALPINE CITY CORPORATION

BALANCE SHEET

JANUARY 31, 2024

STORM DRAIN FUND

ASSETS

56-1190	CASH - ALLOCATION TO OTHER FUN	792,804.74	
56-1313	STORM DRAIN ACCTS RECEIVABLE	15,436.42	
56-1314	ALLOWANCE FOR DOUBTFUL ACCOUNT	(300.00)	
56-1610	DEFERRED OUTFLOWS-PENSIONS	10,808.00	
56-1611	LAND	216,055.23	
56-1631	STORM DRAIN IMPROVEMENTS	7,227,966.36	
56-1632	ALLOWANCE FOR DEPRECIATION	(1,905,860.08)	
	TOTAL ASSETS		<u>6,356,910.67</u>

LIABILITIES AND EQUITYLIABILITIES

56-2220	WAGES PAYABLE	807.00	
56-2230	ST COMPENSATED ABSENCES	10,732.00	
56-2290	NET PENSION LIABILITY	6,012.00	
56-2410	DEFERRED INFLOWS-PENSIONS	224.00	
56-2530	LT COMPENSATED ABSENCES	566.00	
	TOTAL LIABILITIES		18,341.00

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
56-2920	CONTRA IMPACT FEE	195,975.13	
56-2980	BALANCE BEGINNING OF YEAR	6,106,686.43	
	REVENUE OVER EXPENDITURES - YTD	35,908.11	
	BALANCE - CURRENT DATE	<u>6,338,569.67</u>	
	TOTAL FUND EQUITY		<u>6,338,569.67</u>
	TOTAL LIABILITIES AND EQUITY		<u>6,356,910.67</u>

ALPINE CITY CORPORATION
REVENUES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STORM DRAIN FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
56-37-11 STORM DRAIN REVENUE	15,812.61	110,734.61	200,000.00	89,265.39	55.4
56-37-12 OTHER REVENUE	.00	.00	1,000.00	1,000.00	.0
56-37-13 SWPP FEE	.00	3,600.00	14,000.00	10,400.00	25.7
TOTAL OPERATING REVENUES	15,812.61	114,334.61	215,000.00	100,665.39	53.2
<u>INTEREST AND MISC REVENUE</u>					
56-38-10 INTEREST EARNINGS	.00	.00	6,000.00	6,000.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	6,000.00	6,000.00	.0
<u>SOURCE 39</u>					
56-39-12 UNAPPROPRIATED FUND EQUITY	.00	.00	86,750.00	86,750.00	.0
TOTAL SOURCE 39	.00	.00	86,750.00	86,750.00	.0
TOTAL FUND REVENUE	15,812.61	114,334.61	307,750.00	193,415.39	37.2

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STORM DRAIN FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
56-40-11 SALARIES & WAGES, ADMINISTRATI	3,968.88	31,159.35	53,800.00	22,640.65	57.9
56-40-13 EMPLOYEE BENEFITS	2,699.14	19,754.91	33,300.00	13,545.09	59.3
56-40-14 OVERTIME WAGES	.00	.00	1,000.00	1,000.00	.0
56-40-15 ON CALL WAGES	.00	12.78	.00	(12.78)	.0
56-40-20 PLANNING	.00	.00	500.00	500.00	.0
56-40-21 BOOKS, SUBSCRIPTIONS & MEMBERS	200.00	3,150.00	4,000.00	850.00	78.8
56-40-23 TRAVEL	.00	.00	650.00	650.00	.0
56-40-24 OFFICE SUPPLIES & POSTAGE	.00	.00	500.00	500.00	.0
56-40-26 BUILDING & GROUND SUPPLIES	21.50	1,520.48	4,500.00	2,979.52	33.8
56-40-27 STORM DRAIN UTILITIES	45.27	316.89	.00	(316.89)	.0
56-40-34 TECHNOLOGY UPDATE	482.88	2,603.96	5,500.00	2,896.04	47.3
56-40-35 DEPRECIATION EXPENSE	.00	.00	83,500.00	83,500.00	.0
56-40-51 INSURANCE	86.29	9,911.32	10,500.00	588.68	94.4
56-40-62 MISCELLANEOUS SERVICES	83.36	5,550.52	10,000.00	4,449.48	55.5
56-40-73 CAPITAL OUTLAY	471.29	4,446.29	100,000.00	95,553.71	4.5
TOTAL EXPENDITURES	8,058.61	78,426.50	307,750.00	229,323.50	25.5
TOTAL FUND EXPENDITURES	8,058.61	78,426.50	307,750.00	229,323.50	25.5
NET REVENUE OVER EXPENDITURES	7,754.00	35,908.11	.00	(35,908.11)	.0

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

TRUST AND AGENCY FUND

ASSETS

70-1190 CASH - ALLOCATION TO OTHER FUN

1,025,260.20

TOTAL ASSETS

1,025,260.20

LIABILITIES AND EQUITY

ALPINE CITY CORPORATION

BALANCE SHEET

JANUARY 31, 2024

TRUST AND AGENCY FUND

LIABILITIES

70-2131	ACCOUNTS PAYABLE	(20,000.00)
70-2300	BOND FOR BECK PINES PLAT A		4,167.30
70-2301	CHERRYPOINT ROAD PRESERVATION		14,513.70
70-2302	BOND FOR BECK PINES PLAT C		3,715.54
70-2303	DRAINAGE BOND MCFADDEN		20,000.00
70-2305	ALPINE FITNEES BOND		13,882.00
70-2306	CHERRY POINT ESTATES ESCROW		186,765.95
70-2310	BOND FOR HERITAGE HILLS		10,800.00
70-2311	ESCROW BOND BATEMAN LANE		21,803.80
70-2332	BROOKSIDE CT 3 FALLS SEALCOAT		3,000.00
70-2333	RIDGE@ALPINE PHASE 5 SEALCOAT		22,860.75
70-2334	LAYTON SUBDIVISION SEALCOAT		7,400.00
70-2338	REGAN PACK SIDEWALK BOND		2,852.00
70-2345	ALPINE RIDGE PHASE 5 OAK VIEW		21,742.50
70-2346	FORT CREEK MANOR PLAT A		7,014.30
70-2347	THREE FALLS FLOCK CAMERAS		5,700.00
70-2350	RIDGE@ALPINE PHASE 4 PARK IMP		90,000.00
70-2373	ALPINE VIEW ESTATES		3,509.00
70-2384	JECCO FARM ROAD IMPROVEMENTS		1,611.00
70-2401	BROOKSIDE MEADOWS ROAD FUND		13,275.00
70-2422	CASH BOND TERRY PEARCE SITE		1,007.20
70-2425	ESCROW BOND 1095 E WATKINS LN		880.00
70-2430	ESCROW RIDGE DRIVE SIDEWALK		1,323.00
70-2432	ESCROW 648 N PATTERSON LN C&G		2,400.00
70-2445	CASH BOND FOR NORTH GROVE DR		11,866.20
70-2446	BOND FOR BURGESS PL SIDEWALK		400.00
70-2449	RED DEER CONSTRUCTION		6,312.00
70-2450	PERRY/APPLE CREEK ACRES		84.00
70-2451	ALPINE ACRES PLAT C C&G		2,240.00
70-2453	CARL PACK STREET ESCROW		12,279.17
70-2454	JOANN PACK STREET ESCROW		12,198.38
70-2455	WAYNE PACK STREET ESCROW		12,198.38
70-2456	LORRAINE WALZ STREET ESCROW		13,727.00
70-2457	JONES SITE PLAN 253 N 200 E		547.00
70-2458	VINTAGE PLACE B		845.00
70-2462	MONTELLA SUBDIVISION		175,800.34
70-2465	PEARCE (TERRY) PEARCE PLAT A		42,378.75
70-2470	SILVERHAWK BOND		5,000.00
70-2471	SUMMIT POINT RECLAM BOND		3,955.00
70-2500	RIDGE AT ALPINE COVE NORTH		26,881.71
70-2501	RIDGE AT ALPINE COVE SOUTH		42,949.91
70-2502	THE RIDGE AT ALPINE PHASE II		3,684.00
70-2503	THE RIDGE AT ALPINE PHASE IV		60,727.16
70-2538	WILLIS BECKSTEAD - WATER MAIN		280.61
70-2544	DON ROGERS - FORT CANYON		1,291.31
70-2545	DON ROGERS - FORT CANYON		12,918.62
70-2572	BOND FOR JAMES MOYLE		3,010.00
70-2579	BOND FOR RED PINE DRIVE		2,995.00
70-2585	VEIN TOWLE BARN BOND		24,033.15
70-2586	BOND FOR DAVID PEIRCE 600 S		904.00
70-2591	BOND FOR RIVER MEADOWS OFC PK		4,012.50
70-2599	BOND FOR 300 NORTH EXTENTION		10,586.00

TOTAL LIABILITIES

934,328.23

ALPINE CITY CORPORATION
 BALANCE SHEET
 JANUARY 31, 2024

TRUST AND AGENCY FUND

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
70-2980	BALANCE BEGINNING OF YEAR	<u>90,931.97</u>	
	BALANCE - CURRENT DATE		<u>90,931.97</u>
	TOTAL FUND EQUITY		<u>90,931.97</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>1,025,260.20</u></u>

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

TRUST AND AGENCY FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>INTEREST AND MISC REVENUE</u>					
70-38-10 INTEREST REVENUE	.00	.00	1,000.00	1,000.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	1,000.00	1,000.00	.0
TOTAL FUND REVENUE	.00	.00	1,000.00	1,000.00	.0

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

TRUST AND AGENCY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
70-40-63 INTEREST PAID ON RETURNED BOND	.00	.00	1,000.00	1,000.00	.0
TOTAL EXPENDITURES	.00	.00	1,000.00	1,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	1,000.00	1,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

CEMETERY PERPETUAL CARE FUND

<u>ASSETS</u>		
71-1190	CASH - ALLOCATION TO OTHER FUN	757,646.74
		757,646.74
	TOTAL ASSETS	757,646.74
<u>LIABILITIES AND EQUITY</u>		
<u>FUND EQUITY</u>		
UNAPPROPRIATED FUND BALANCE:		
71-2980	BALANCE BEGINNING OF YEAR	745,970.49
	REVENUE OVER EXPENDITURES - YTD	11,676.25
		11,676.25
	BALANCE - CURRENT DATE	757,646.74
	TOTAL FUND EQUITY	757,646.74
	TOTAL LIABILITIES AND EQUITY	757,646.74

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CEMETERY PERPETUAL CARE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTERGOVERNMENTAL REVENUE</u>					
71-33-56 CEMETERY LOT PAYMENTS	.00	11,081.25	20,000.00	8,918.75	55.4
71-33-58 UPRIGHT MONUMENT	.00	595.00	2,500.00	1,905.00	23.8
TOTAL INTERGOVERNMENTAL REVENUE	.00	11,676.25	22,500.00	10,823.75	51.9
<u>INTEREST AND MISC REVENUE</u>					
71-38-10 INTEREST REVENUE	.00	.00	1,500.00	1,500.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	1,500.00	1,500.00	.0
<u>TRANSFERS AND CONTRIBUTIONS</u>					
71-39-10 FUND SURPLUS	.00	.00	146,000.00	146,000.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	146,000.00	146,000.00	.0
TOTAL FUND REVENUE	.00	11,676.25	170,000.00	158,323.75	6.9

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

CEMETERY PERPETUAL CARE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
71-40-64 OTHER EXPENSES	.00	.00	170,000.00	170,000.00	.0
TOTAL EXPENDITURES	.00	.00	170,000.00	170,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	170,000.00	170,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	11,676.25	.00	(11,676.25)	.0

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

WATER IMPACT FEES

<u>ASSETS</u>			
81-1190	CASH - ALLOCATION FROM GENERAL		589,009.60
	TOTAL ASSETS		589,009.60
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
81-2970	CONTRA ACCOUNT IMPACT FEES 51	(297,053.91)	
81-2980	BALANCE BEGINNING OF YEAR	850,377.73	
	REVENUE OVER EXPENDITURES - YTD	35,685.78	
	BALANCE - CURRENT DATE		589,009.60
	TOTAL FUND EQUITY		589,009.60
	TOTAL LIABILITIES AND EQUITY		589,009.60

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

WATER IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
81-37-20 WATER IMPACT FEES	.00	38,378.67	135,000.00	96,621.33	28.4
TOTAL OPERATING REVENUES	.00	38,378.67	135,000.00	96,621.33	28.4
TOTAL FUND REVENUE	.00	38,378.67	135,000.00	96,621.33	28.4

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

WATER IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>IMPACT FEE PROJECTS</u>					
81-80-70 CAPITAL OUTLAY - IMPACT FEE	1,185.58	2,692.89	135,000.00	132,307.11	2.0
TOTAL IMPACT FEE PROJECTS	1,185.58	2,692.89	135,000.00	132,307.11	2.0
TOTAL FUND EXPENDITURES	1,185.58	2,692.89	135,000.00	132,307.11	2.0
NET REVENUE OVER EXPENDITURES	(1,185.58)	35,685.78	.00	(35,685.78)	.0

ALPINE CITY CORPORATION
 BALANCE SHEET
 JANUARY 31, 2024

SEWER IMPACT FEES

<u>ASSETS</u>			
82-1190	CASH - ALLOCATION FROM GENERAL		157,061.00
			<u>157,061.00</u>
	TOTAL ASSETS		<u>157,061.00</u>
 <u>LIABILITIES AND EQUITY</u>			
 <u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
82-2980	BALANCE BEGINNING OF YEAR	152,627.06	
	REVENUE OVER EXPENDITURES - YTD	<u>4,433.94</u>	
	BALANCE - CURRENT DATE		<u>157,061.00</u>
	TOTAL FUND EQUITY		<u>157,061.00</u>
	TOTAL LIABILITIES AND EQUITY		<u>157,061.00</u>

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

SEWER IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
82-37-20 SEWER IMPACT FEES	.00	4,433.94	25,000.00	20,566.06	17.7
TOTAL OPERATING REVENUES	.00	4,433.94	25,000.00	20,566.06	17.7
TOTAL FUND REVENUE	.00	4,433.94	25,000.00	20,566.06	17.7

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

SEWER IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>IMPACT FEE PROJECTS</u>					
82-80-70 CAPITAL OUTLAY - IMPACT FEE	.00	.00	25,000.00	25,000.00	.0
TOTAL IMPACT FEE PROJECTS	.00	.00	25,000.00	25,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	25,000.00	25,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	4,433.94	.00	(4,433.94)	.0

ALPINE CITY CORPORATION

BALANCE SHEET

JANUARY 31, 2024

PI IMPACT FEES

ASSETS

85-1190	CASH - ALLOCATION FROM GENERAL		355,392.32	
	TOTAL ASSETS			<u>355,392.32</u>

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:				
85-2970	CONTRA ACCOUNT IMPACT FEES 55	(282,500.00)	
85-2980	BALANCE BEGINNING OF YEAR		693,975.83	
	REVENUE OVER EXPENDITURES - YTD	(56,083.51)	
	BALANCE - CURRENT DATE		<u>355,392.32</u>	
	TOTAL FUND EQUITY			<u>355,392.32</u>
	TOTAL LIABILITIES AND EQUITY			<u>355,392.32</u>

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

PI IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUES</u>					
85-37-20 PI IMPACT FEES	.00	57,858.29	116,000.00	58,141.71	49.9
TOTAL OPERATING REVENUES	.00	57,858.29	116,000.00	58,141.71	49.9
<u>INTEREST AND MISC REVENUE</u>					
85-38-10 INTEREST EARNINGS	.00	.00	1,500.00	1,500.00	.0
TOTAL INTEREST AND MISC REVENUE	.00	.00	1,500.00	1,500.00	.0
<u>TRANSFERS AND CONTRIBUTIONS</u>					
85-39-10 FUND BALANCE APPROPRIATION	.00	.00	110,000.00	110,000.00	.0
TOTAL TRANSFERS AND CONTRIBUTIONS	.00	.00	110,000.00	110,000.00	.0
TOTAL FUND REVENUE	.00	57,858.29	227,500.00	169,641.71	25.4

ALPINE CITY CORPORATION
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 7 MONTHS ENDING JANUARY 31, 2024

PI IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
85-40-45 PROJECTS	.00	2,441.80	91,000.00	88,558.20	2.7
85-40-86 BOND PRINCIPAL #0352418	.00	111,500.00	111,500.00	.00	100.0
TOTAL EXPENDITURES	.00	113,941.80	202,500.00	88,558.20	56.3
<u>IMPACT FEE PROJECTS</u>					
85-80-70 CAPITAL OUTLAY - IMPACT FEE	.00	.00	25,000.00	25,000.00	.0
TOTAL IMPACT FEE PROJECTS	.00	.00	25,000.00	25,000.00	.0
TOTAL FUND EXPENDITURES	.00	113,941.80	227,500.00	113,558.20	50.1
NET REVENUE OVER EXPENDITURES	.00	(56,083.51)	.00	56,083.51	.0

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

STORM DRAIN IMPACT FEES

<u>ASSETS</u>			
86-1190	CASH - ALLOCATION FROM GENERAL		197,159.94
	TOTAL ASSETS		197,159.94
<u>LIABILITIES AND EQUITY</u>			
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
86-2920	CONTRA IMPACT FEE	(195,975.13)	
86-2980	BALANCE BEGINNING OF YEAR	392,335.07	
	REVENUE OVER EXPENDITURES - YTD	800.00	
	BALANCE - CURRENT DATE		197,159.94
	TOTAL FUND EQUITY		197,159.94
	TOTAL LIABILITIES AND EQUITY		197,159.94

ALPINE CITY CORPORATION
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STORM DRAIN IMPACT FEES

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>OPERATING REVENUES</u>					
86-37-20 STORM DRAIN IMPACT FEES	.00	800.00	25,000.00	24,200.00	3.2
TOTAL OPERATING REVENUES	.00	800.00	25,000.00	24,200.00	3.2
TOTAL FUND REVENUE	.00	800.00	25,000.00	24,200.00	3.2

ALPINE CITY CORPORATION
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 7 MONTHS ENDING JANUARY 31, 2024

STORM DRAIN IMPACT FEES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>IMPACT FEE PROJECTS</u>					
86-80-70 CAPITAL OUTLAY - IMPACT FEE	.00	.00	25,000.00	25,000.00	.0
TOTAL IMPACT FEE PROJECTS	.00	.00	25,000.00	25,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	25,000.00	25,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	800.00	.00	(800.00)	.0

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

FUND 91

ASSETS

91-1611	LAND	22,775,043.75	
91-1621	BUILDINGS	2,106,643.03	
91-1631	IMPROVEMENTS OTHER THAN BUILDI	41,979,632.54	
91-1651	MACHINERY AND EQUIPMENT	1,724,378.78	
91-1690	ACCUMULATED DEPRECIATION	(26,836,896.78)	
	TOTAL ASSETS		<u>41,748,801.32</u>

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
91-2980	BEGINNING OF YEAR	38,150,052.63	
91-2985	ADDITIONS - CURRENT YEAR	3,598,748.69	
	BALANCE - CURRENT DATE	<u>41,748,801.32</u>	
	TOTAL FUND EQUITY		<u>41,748,801.32</u>
	TOTAL LIABILITIES AND EQUITY		<u>41,748,801.32</u>

ALPINE CITY CORPORATION
BALANCE SHEET
JANUARY 31, 2024

GENERAL LONG-TERM DEBT

<u>ASSETS</u>			
95-1610	DEFERRED OUTFLOW PENSION	138,270.00	
95-1611	AMOUNT TO BE PROVIDED-GEN FUND	57,825.08	
	TOTAL ASSETS		196,095.08
<u>LIABILITIES AND EQUITY</u>			
<u>LIABILITIES</u>			
95-2090	SWEEPER LEASE	.01	
95-2290	NET PENSION LIABILITY	76,906.00	
95-2410	DEFERRED INFLOWS PENSION	2,871.00	
	TOTAL LIABILITIES		79,777.01
<u>FUND EQUITY</u>			
UNAPPROPRIATED FUND BALANCE:			
95-2940	ACC COMP ABSENCES-CURRENT	105,205.35	
95-2950	ACC COMP ABSENCES	11,112.72	
	BALANCE - CURRENT DATE	116,318.07	
	TOTAL FUND EQUITY		116,318.07
	TOTAL LIABILITIES AND EQUITY		196,095.08

Budget Report for January 31, 2024

Alpine City - General Fund FY 2023/2024 Budget				
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Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Taxes				
Property taxes	\$ 2,600,000	\$ 2,533,836	97%	\$ 2,600,000
Redemption taxes	200,000	115,719	58%	200,000
Sales tax	2,000,000	924,939	46%	2,000,000
Motor vehicle taxes	120,000	58,919	49%	120,000
Franchise fees	700,000	314,971	45%	700,000
Penalties & interest on delinquent	4,000	1,011	25%	4,000
Total Taxes	\$ 5,624,000	\$ 3,949,395	70%	\$ 5,624,000
License and Permits				
Business license & fees	\$ 25,000	\$ 12,175	49%	\$ 25,000
Plan check fees	225,000	71,604	32%	225,000
Building permits	400,000	144,353	36%	400,000
Building permit assessment	5,000	1,444	29%	5,000
Total License and Permits	\$ 655,000	\$ 229,576	35%	\$ 655,000
Intergovernmental Revenue				
Municipal grant	\$ 4,964	\$ -	0%	\$ 4,964
Boradband planning grant	-	24,970	100%	24,970
Othr grants	227,150	146,850	65%	227,150
Total Intergovernmental	\$ 232,114	\$ 171,820	74%	\$ 257,084
Charges For Service				
Zoning & subdivision fees	\$ 20,000	\$ 1,958	10%	\$ 20,000
Annexation applications	500	-	0%	500
Sale of maps and publications	250	-	0%	250
Public safety district rental	38,516	28,887	75%	38,516
Waste collections sales	670,000	415,465	62%	670,000
Youth council	-	407	100%	500
Sale of cemetery lots	7,500	3,694	49%	7,500
Burial fees	50,000	18,775	38%	50,000
Total Charges for Service	\$ 786,766	\$ 469,186	60%	\$ 787,266
Fines and Forfeitures				
Fines	\$ 40,000	\$ 15,763	39%	\$ 40,000
Other fines	7,000	25,713	367%	35,000
Traffic school	2,000	2,925	146%	4,000
Total Fines and Forfeitures	\$ 49,000	\$ 44,401	91%	\$ 79,000
Rents & Other Revenues				
Recycling	\$ -	\$ -	0%	\$ -
Rents & concessions	65,000	15,505	24%	65,000
Sale of City land	-	-	0%	-
Total Rents & Other Revenues	\$ 65,000	\$ 15,505	24%	\$ 65,000

Alpine City - General Fund-Continued
FY 2023/2024 Budget

Revenues-continued	Budget FY 2024	Actual To Date FY 2024	91.7% Percent Target	Year End Projected Amount
Interest & Misc Revenues				
Interest earnings	\$ 50,000	\$ 716,700	1433%	\$ 175,000
Alpine Days revenue	85,000	51,964	61%	85,000
Rodeo revenue	20,000	49,062	245%	49,062
Bicentennial books	500	1,000	200%	1,250
Sundry revenues	45,000	19,588	44%	45,000
Total Miscellaneous Revenues	\$ 200,500	\$ 838,314	418%	\$ 355,312
Transfers & Contributions				
Fund balance appropriation	\$ -	\$ -	0%	\$ -
Contribution from Capital Projects	-	-	-	0
Contribution for paramedic	35,000	20,025	57%	35,000
Total Contributions & Transfers	\$ 35,000	\$ 20,025	57%	\$ 35,000
Total General Fund Revenues	\$ 7,647,380	\$ 5,738,222	75%	\$ 7,857,662

**Alpine City - General Fund-Continued
FY 2023/2024 Budget**

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Administration	\$ 500,000	\$ 324,811	65%	\$ 500,000
Court	105,200	54,897	52%	105,200
Treasurer	53,400	35,633	67%	53,400
Elections	17,000	16,367	96%	17,000
Government Buildings	585,500	49,987	9%	585,500
Emergency Services	2,861,082	1,648,913	58%	2,861,082
Building Inspection	176,400	94,682	54%	176,400
Planning & Zoning	293,750	134,980	46%	293,750
Streets	1,401,600	1,104,978	79%	1,401,600
Parks & Recreation	527,596	301,722	57%	527,596
Cemetery	193,700	116,513	60%	193,700
Garbage	657,650	360,991	55%	657,650
Miscellaneous	274,502	9,960	4%	274,502
Total General Fund Expenditures	\$ 7,647,380	\$ 4,254,434	56%	\$ 7,647,380
Surplus/(Deficit)	\$ -	\$ 1,483,788		\$ 210,282
Fund Balance Beginning of Year				\$ 1,884,171
Projected Surplus/(Deficit)				\$ 210,282
Appropriate fund balance\Reserves				\$ -
Ending Fund Balance				\$ 2,094,453
Fund Balance Percentage				
General Fund Balance per state law needs to between 5% and 35% (Current projected fund balance)				27.39%

CLASS C ROADS & MASS TRANSIT
FY 2023/2024 Budget

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Interest earnings	\$ 10,000	\$ -	0%	\$ 10,000
Class "B&C" Road allotment	500,000	272,082	54%	500,000
Mass Transit	120,000	86,922	72%	120,000
Appropriation of fund balance	1,042,000	-	0%	1,042,000
Total Revenues	\$ 1,672,000	\$ 359,004	21%	\$ 1,672,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Miscellaneous	\$ -	-	0%	\$ -
Class "B&C" road projects	1,552,000	1,325,713	85%	1,552,000
Mass Transit projects	120,000	120,000	100%	120,000
Reserves	-	-	0%	-
Total Capital Expenditures	\$ 1,672,000	\$ 1,445,713	86%	\$ 1,672,000
Surplus/(Deficit)	\$ -	\$ (1,086,709)		\$ -

Fund Balance Beginning of Year	\$ 1,872,242
Projected Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ (1,042,000)
Ending Fund Balance	\$ 830,242

**Recreation Impact Fee Funds
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Recreation facility fees	\$ 100,000	\$ 2,688	3%	\$ 100,000
Interest earnings	10,000	-	0%	10,000
Appropriation of fund balance	105,000	-	0%	105,000
Total Revenues	\$ 215,000	\$ 2,688	1%	\$ 215,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Park system	\$ 215,000	-	0%	\$ 215,000
Miscellaneous	-	-	0%	-
Total Capital Expenditures	\$ 215,000	\$ -	0%	\$ 215,000
Surplus/(Deficit)	\$ -	\$ 2,688		\$ -

Fund Balance Beginning of Year **\$ 628,914**

Projected Surplus/(Deficit) **\$ -**

Appropriate fund balance\Reserves **\$ (105,000)**

Ending Fund Balance **\$ 523,914**

**Impact Fee Funds Streets
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Streets & transportation fees	\$ 40,000	\$ 2,809	7%	\$ 40,000
Interest earnings	-	-	0%	-
Appropriation of fund balance	-	-	0%	-
Total Revenues	\$ 40,000	\$ 2,809	7%	\$ 40,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Streets & transport	\$ 40,000	17,469	44%	\$ 40,000
Reserves	-	-	0%	-
Total Capital Expenditures	\$ 40,000	\$ 17,469	44%	\$ 40,000
Surplus/(Deficit)	\$ -	\$ (14,660)		\$ -

Fund Balance Beginning of Year	\$ 430,816
Projected Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ -
Ending Fund Balance	\$ 430,816

**Alpine City - Capital Projects Fund
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Interest revenue	\$ 10,000	\$ -	0%	\$ 10,000
Transfer from General Fund	-	-	0%	-
Contributions from builders	-	-	0%	-
Miscellaneous	-	-	0%	-
Fund Balance appropriation	1,658,500	-	0%	1,658,500
Total Revenues	\$ 1,668,500	\$ -	0%	\$ 1,668,500

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Capital outlay other	\$ 1,338,500	921,930	69%	\$ 1,338,500
Capital outlay buildings	270,000	-	0%	270,000
Contribution to General Fund	-	-	0%	-
Capital outlay equipment	60,000	1,225	2%	60,000
Capital outlay residential home	-	197,600	100%	197,600
Capital outlay residential Land	-	561,080	100%	561,080
Total Capital Expenditures	\$ 1,668,500	\$ 1,681,835	101%	\$ 2,427,180
Surplus/(Deficit)	\$ -	\$ (1,681,835)		\$ (758,680)

Fund Balance Beginning of Year \$ 6,952,337

Projected Surplus/(Deficit) \$ (758,680)

Appropriate fund balance\Reserves \$ (1,658,500)

Ending Fund Balance \$ 4,535,157

**Alpine City - Water Utility
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Operating Revenues				
Metered water sales	\$ 800,000	\$ 501,920	63%	\$ 800,000
Other water revenue	20,000	4,138	21%	20,000
Water connection fee	30,000	7,360	25%	30,000
Penalties	5,700	4,588	80%	5,700
Total Miscellaneous Revenues	\$ 855,700	\$ 518,006	61%	\$ 855,700
Miscellaneous				
Interest earned	\$ 20,000	\$ -	0%	\$ 20,000
Appropriated fund balance	525,000	-	0%	525,000
Total Utility Revenue	\$ 545,000	\$ -	0%	\$ 545,000
Total Utility Fund Revenues	\$ 1,400,700	\$ 518,006	37%	\$ 1,400,700

Expenses	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Water operating	\$ 523,700	\$ 287,128	55%	523,700
Depreciation	255,000	-	0%	255,000
Capital outlay- Buildings	5,000	-	0%	5,000
Capital outlay- Improvements	560,000	25,400	5%	560,000
Capital outlay- Equipment	57,000	5,276	9%	57,000
Total Utility Fund Expenses	\$ 1,400,700	\$ 317,804	23%	\$ 1,400,700
Surplus/(Deficit)	\$ -	\$ 200,202		\$ -

Cash Balance Beginning of Year **\$ 2,792,724**

Surplus/(Deficit) **\$ -**

Appropriate fund balance/Reserves **\$ (525,000)**

Ending Cash Balance **\$ 2,267,724**

**Impact Fee Funds Water Impact Fees
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Water Impact Fees	\$ 135,000	\$ 38,379	28%	\$ 135,000
Interest earnings	-	-	0%	-
Appropriation of fund balance	-	-	0%	-
Total Revenues	\$ 135,000	\$ 38,379	28%	\$ 135,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	Target Percent Target	Year End Projected Amount
Impact fee projects	\$ 135,000	2,693	2%	\$ 135,000
To reserves	-	-	0%	-
Total Capital Expenditures	\$ 135,000	\$ 2,693	2%	\$ 135,000
Surplus/(Deficit)	\$ -	\$ 35,686		\$ -

Fund Balance Beginning of Year	\$ 553,324
Projected Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ -
Ending Fund Balance	\$ 553,324

**Alpine City - Sewer Utility
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Operating Revenues				
Sewer system sales	\$ 1,050,000	\$ 614,373	59%	\$ 1,050,000
Other revenue	10,000	-	0%	10,000
Sewer connection fee	5,000	1,750	35%	5,000
Total Miscellaneous Revenues	\$ 1,065,000	\$ 616,123	58%	\$ 1,065,000
Miscellaneous				
Interest earned	\$ 10,000	\$ -	0%	\$ 10,000
Appropriated fund balance	155,900	-	0%	155,900
Total Utility Revenue	\$ 165,900	\$ -	0%	\$ 165,900
Total Utility Fund Revenues	\$ 1,230,900	\$ 616,123	50%	\$ 1,230,900

Expenses	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Sewer operating	\$ 943,900	\$ 465,909	49%	943,900
Depreciation	130,000	-	0%	130,000
Capital outlay- Improvements	100,000	61,200	61%	100,000
Capital outlay- Equipment	57,000	5,276	9%	57,000
Total Utility Fund Expenses	\$ 1,230,900	\$ 532,385	43%	\$ 1,230,900
Surplus/(Deficit)	\$ -	\$ 83,738		\$ -
Cash Balance Beginning of Year				\$ 2,683,944
Surplus/(Deficit)				\$ -
Appropriate fund balance/Reserves				\$ (155,900)
Ending Cash Balance				\$ 2,528,044

**Alpine City - Sewer Impact fee funds
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Sewer Impact Fees	\$ 25,000	\$ 4,434	18%	\$ 25,000
Interest earnings	-	-	0%	-
Appropriation of fund balance	-	-	0%	-
Total Revenues	\$ 25,000	\$ 4,434	18%	\$ 25,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Sewer Impact fee projects	\$ 25,000	-	0%	\$ 25,000
To reserves	-	-	0%	-
Total Capital Expenditures	\$ 25,000	\$ -	0%	\$ 25,000
Surplus/(Deficit)	\$ -	\$ 4,434		\$ -

Fund Balance Beginning of Year	\$ 152,627
Projected Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ -
Ending Fund Balance	\$ 152,627

**Alpine City - PI Fund
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	83.3% Percent Target	Year End Projected Amount
Operating Revenues				
Irrigation water sales	\$ 975,000	\$ 654,206	67%	975,000
Other revenue	1,000	849	85%	1,000
PI connection fee	40,000	23,983	60%	40,000
Impact fee transfer	-	-		-
PI Well project reimbursement	-	-	0%	-
Total Miscellaneous Revenues	\$ 1,016,000	\$ 679,038	67%	\$ 1,016,000
Miscellaneous				
Interest earned	\$ 10,000	\$ 1,755	18%	\$ 10,000
Appropriated fund balance	474,504	-	0%	474,504
Total Utility Revenue	\$ 484,504	\$ 1,755	0%	\$ 484,504
Total Utility Fund Revenues	\$ 1,500,504	\$ 680,793	45%	\$ 1,500,504

Expenses	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
PI operating	\$ 597,500	\$ 265,580	44%	597,500
Depreciation	223,704	-	0%	223,704
Capital outlay	220,000	13,000	6%	220,000
Capital outlay- Equipment	5,100	2,849	56%	5,100
Irrigation meter replacement	-	-	0%	-
PI Bond Projects	-	-	0%	-
CUP O&M	175,000	-	0%	175,000
Bond costs	12,000	1,500	13%	12,000
Debt Service	267,200	252,311	94%	267,200
Total Utility Fund Expenses	\$ 1,500,504	\$ 535,240	36%	\$ 1,500,504
Surplus/(Deficit)	\$ -	\$ 145,553		\$ -

Cash Balance Beginning of Year	\$ 986,651
Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ (474,504)
Ending Cash Balance	\$ 512,147

**Alpine City - Pressure Irrigation Impact fee funds
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
PI Impact Fees	\$ 116,000	\$ 57,858	50%	\$ 116,000
Interest earnings	1,500	-	0%	1,500
Appropriation of fund balance	110,000	-	0%	110,000
Total Revenues	\$ 227,500	\$ 57,858	25%	\$ 227,500

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
PI Impact fee projects	\$ 116,000	2,442	2%	\$ 116,000
Debt service	111,500	111,500	100%	111,500
Total Capital Expenditures	\$ 227,500	\$ 113,942	50%	\$ 227,500
Surplus/(Deficit)	\$ -	\$ (56,084)		\$ -

Fund Balance Beginning of Year	\$ 411,476
Projected Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ -
Ending Fund Balance	\$ 411,476

**Alpine City - Storm Drain Fund
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Operating Revenues				
Storm drain revenue	\$ 200,000	\$ 110,735	55%	\$ 200,000
Other revenue	1,000	-	0%	1,000
SWPP fee	14,000	3,600	26%	14,000
Storm drain impact fee	-	-	0%	-
Total Miscellaneous Revenues	\$ 215,000	\$ 114,335	53%	\$ 215,000
Miscellaneous				
Interest earned	\$ 6,000	\$ -	0%	\$ 6,000
Appropriated fund balance	86,750	-	0%	86,750
Total Utility Revenue	\$ 92,750	\$ -	0%	\$ 92,750
Total Utility Fund Revenues	\$ 307,750	\$ 114,335	37%	\$ 307,750

Expenses	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
SD operating	\$ 124,250	\$ 73,980	60%	124,250
Depreciation	83,500	-	0%	83,500
Capital outlay	100,000	4,446	4%	100,000
Total Utility Fund Expenses	\$ 307,750	\$ 78,426	25%	\$ 307,750
Surplus/(Deficit)	\$ -	\$ 35,909		\$ -
Cash Balance Beginning of Year				\$ 757,158
Surplus/(Deficit)				\$ -
Appropriate fund balance/Reserves				\$ (86,750)
Ending Cash Balance				\$ 670,408

**Alpine City - Storm Drain Impact fee funds
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	Target Percent Target	Year End Projected Amount
SD Impact Fees	\$ 25,000	\$ 800	3%	\$ 25,000
Interest earnings	-	-	0%	-
Appropriation of fund balance	-	-	0%	-
Total Revenues	\$ 25,000	\$ 800	3%	\$ 25,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	Target Percent Target	Year End Projected Amount
SD Impact fee projects	\$ 25,000	-	0%	\$ 25,000
To reserves	-	-	0%	-
Total Capital Expenditures	\$ 25,000	\$ -	0%	\$ 25,000
Surplus/(Deficit)	\$ -	\$ 800		\$ -

Fund Balance Beginning of Year	\$ 196,360
Projected Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ -
Ending Fund Balance	\$ 196,360

**Alpine City - Trust & Agency Fund
FY 2023/2024 Budget**

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Interest revenue	\$ 1,000	\$ -	0%	\$ 1,000
Total Revenues	\$ 1,000	\$ -	0%	\$ 1,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Interest expense	\$ 1,000	-	0%	\$ 1,000
Total Expenditures	\$ 1,000	\$ -	0%	\$ 1,000
Surplus/(Deficit)	\$ -	\$ -		\$ -

Fund Balance Beginning of Year	\$ 90,932
Projected Surplus/(Deficit)	\$ -
Appropriate fund balance\Reserves	\$ -
Ending Fund Balance	\$ 90,932

Alpine City - Cemetery Perpetual Fund
FY 2023/2024 Budget

Revenues	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Cemetery lot payments	\$ 20,000	\$ 11,081	55%	\$ 20,000
Upright Monument	2,500	595	24%	2,500
Fund appropriation	146,000	-	0%	146,000
Interest revenues	1,500	-	0%	1,500
Total Revenues	\$ 170,000	\$ 11,676	7%	\$ 170,000

Expenditures	Budget FY 2024	Actual To Date FY 2024	58.3% Percent Target	Year End Projected Amount
Cemetery expenses	\$ 170,000	-	0%	\$ 170,000
Total Expenses	\$ 170,000	\$ -	0%	\$ 170,000
Surplus/(Deficit)	\$ -	\$ 11,676		\$ -

Fund Balance Beginning of Year **\$ 745,970**

Projected Surplus/(Deficit) **\$ -**

Appropriate fund balance\Reserves **\$ (146,000)**

Ending Fund Balance **\$ 599,970**

ALPINE CITY COUNCIL AGENDA

SUBJECT: Code Amendment to allow Reception Centers in the CR-40,000 Zone

FOR CONSIDERATION ON: February 13th, 2024

PETITIONER: Mike McEwan

Review Type: Legislative

ACTION REQUESTED BY PETITIONER: Approve a Code Amendment to Allow Reception Centers in the CR-40,000 Zone as a CUP.

BACKGROUND INFORMATION:

Mike McEwan is requesting a code amendment to allow reception centers as a conditional use within Alpine City. The zone requested for the code amendment would only apply to those lots within the CR-40,000 designation. The specific property is over five acres with .53 of an acre dedicated to parking and an additional .36 of an acre for overflow parking. The applicant estimates between the dedicated and overflow parking they should have roughly 110 parking spaces. This is roughly the number of spaces at the Art Center and well above that designated for Knot and Pine although surrounding parking is utilized for that location.

This item was a topic of discussion during the December 5, 2023 planning commission meeting. The commissioners gave feedback on the following topics:

- Traffic: The city can't control how many guests arrive at a reception-type event, some roads could handle the extra traffic while others would make it unreasonably difficult for surrounding neighbors.
- Impact on Neighbors: Making sure neighbors aren't unreasonably impacted by noise, traffic, and parking issues.
- Noise: Some areas may have acoustics that negatively impact surrounding areas.
- Parking: How many parking spots to allow so there is no off-street parking?
- Number of Events: How many events could a person have per month?

The Planning Commission held a public hearing during their February 6th, 2024 meeting. They made the motion to recommend to the City Council that this code amendment request be denied as it does not fit the character of the CR-40,000 zone as outlined in the General Plan. They also had concerns regarding traffic and parking along Grove Drive and the issues that would be created with a use like this. They did however request that if this is a use the Council would like to have in this zone send the application back to the Planning Commission to work on standards for a reception center in the CR-40,000 zone.

***MOTION:** Planning Commissioner Jeff Davis moved to recommend Ordinance 2024-03 Amending the designated sections of the Alpine Development Code to Allow Receptions Centers as a Conditional Use in the CR-40,000 Zone be denied based on the fact that it doesn't fit our Master Plan or Transportation Plan.*

John MacKay seconded the motion. There were 7 Ayes and 0 Nays. The motion passed.

City Staff have researched what neighboring communities are doing to address the issues raised by the Planning Commission during their initial discussion on this use. Attached is a draft version that could act as a starting point if the Council were to decide if this is a type of use they would like to see in this zone. The Planning Commission would like this item sent back to them to further study these standards if the Council would like to approve this amendment. These standards were created with the understanding of the vision outlined in the general plan while allowing a use that is commercial in nature.

PUBLIC NOTICE

A public hearing was held during the February 6th, 2024 Planning Commission meeting.

Additionally, a letter was sent out to all property owners within 300 feet of this property. Staff received one phone call in opposition to this type of use.

ALPINE CITY CODE

- 3.04.030 Conditional Uses in the CR-40,000 Zone
- 3.23.060 Adding Standards for a Reception Center
- 3.23.070 Adding Reception Center as a use with a Land Use Authority designated.

GENERAL PLAN:

Land zoned as CR-40,000 (Country Residential – 40,000 square foot minimum lot size) shall include, but is not exclusive to, land generally located around the periphery of the City center considered appropriate for low-density residential development. These areas should provide for the perpetuation of the rural and open space image of the City.

(Alpine City General Plan Policy 2.5 Pg. 7)

STAFF RECOMMENDATION:

Because this is a legislative decision the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the general plan as well as current city code and policies. A decision should be made by the City Council for approval or denial based on those criteria. Because this is a code amendment, this use will be allowed on all lots in the CR-40,000 zone that meet this requirement. The focus tonight is on the use, not necessarily approving a specific application. If approved, that will come later as part of the review process as an administrative decision.

SAMPLE MOTION TO APPROVE:

I move to approve Ordinance 2024-03 amending the designated sections of the Alpine Development Code to Allow Receptions Centers as a Conditional Use in the CR-40,000 Zone.

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

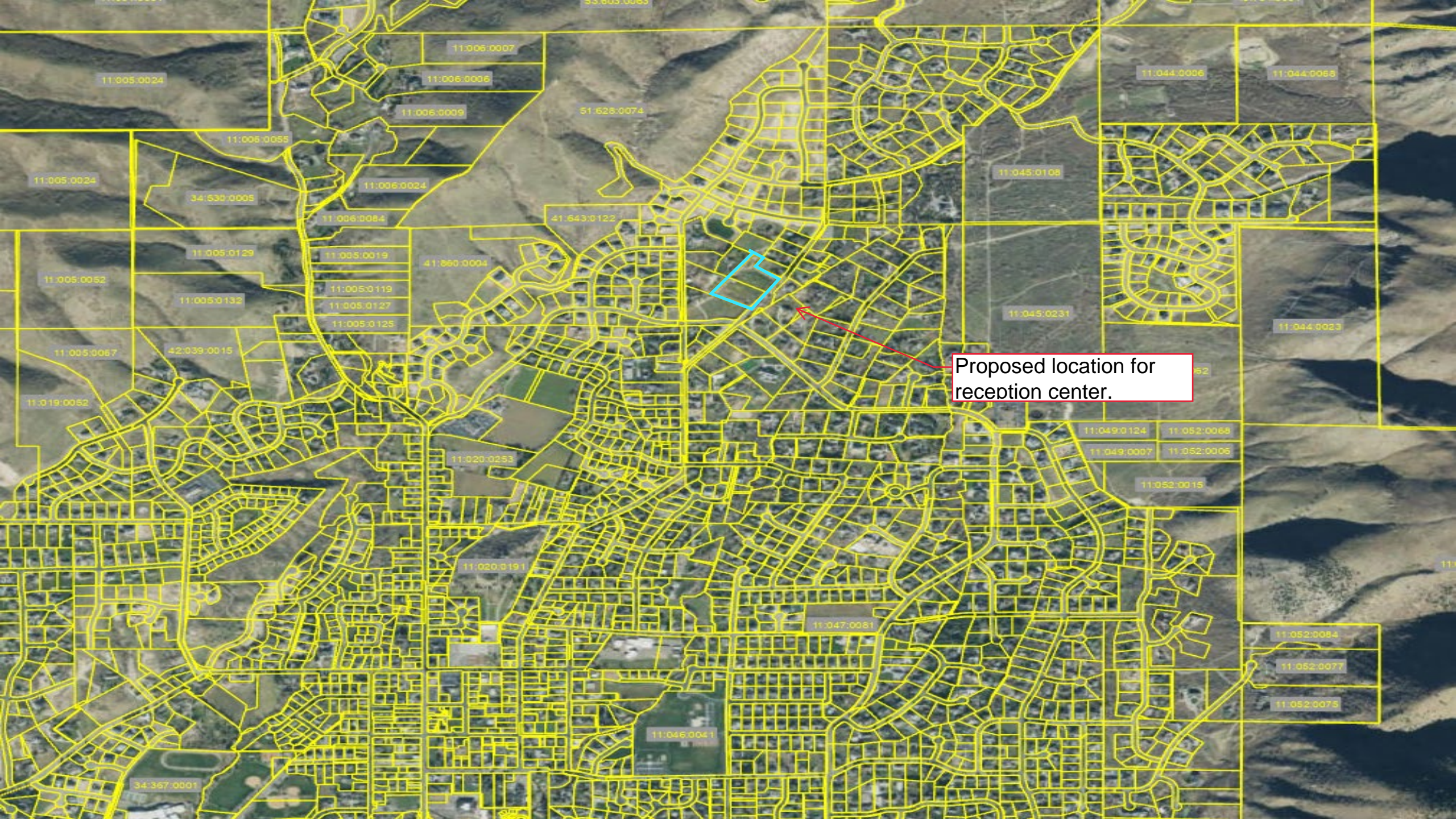
I move to approve Ordinance 2024-03 amending the designated sections of the Alpine Development Code to Allow Receptions Centers as a Conditional Use in the CR-40,000 Zone with the following conditions/changes:

- ****insert additional findings****

SAMPLE MOTION TO TABLE/DENY:

I move that Ordinance 2024-03 amending the designated sections of the Alpine Development Code to Allow Receptions Centers as a Conditional Use in the CR-40,000 Zone be tabled/denied based on the following:

****insert finding****



11:005:0024

11:006:0007

11:006:0006

11:006:0009

51:628:0074

11:044:0006

11:044:0068

11:006:0055

11:005:0024

34:530:0005

11:006:0024

11:006:0084

41:643:0122

11:045:0108

11:005:0129

11:005:0019

41:660:0004

11:005:0052

11:005:0119

11:005:0132

11:005:0127

11:005:0125

11:045:0231

11:044:0023

11:005:0067

42:039:0015

11:019:0062

11:020:0253

11:049:0124

11:052:0069

11:049:0007

11:052:0006

11:052:0015

11:020:0191

11:047:0081

11:052:0084

11:052:0077

11:052:0075

11:046:0041

34:367:0001

Proposed location for reception center.



11:045:0251
OWLE, KEVIN and ROBIN...
1332 N ELK RIDGE LN - ALPINE
Value: \$280,300 -- 1.5 acres
Entry# 56019-2017

*BARN BEING
CONVERTED*

*.36 ACRES
OVERFLOW PARKING*

11:045:0249
MCEWAN, MIKE and MEGAN...
1221 N GROVE DR - ALPINE
Value: \$1,335,500 -- 2.48 acres
Entry# 29439-2020

11:045:0193
MCEWAN, MIKE and MEGAN...
Value: \$1,152,600 -- 2.66 acres
Entry# 29439-2020

*ROUGHLY
5 ACRES
TOTAL*








*.53
ACRE
PARKING LOT*

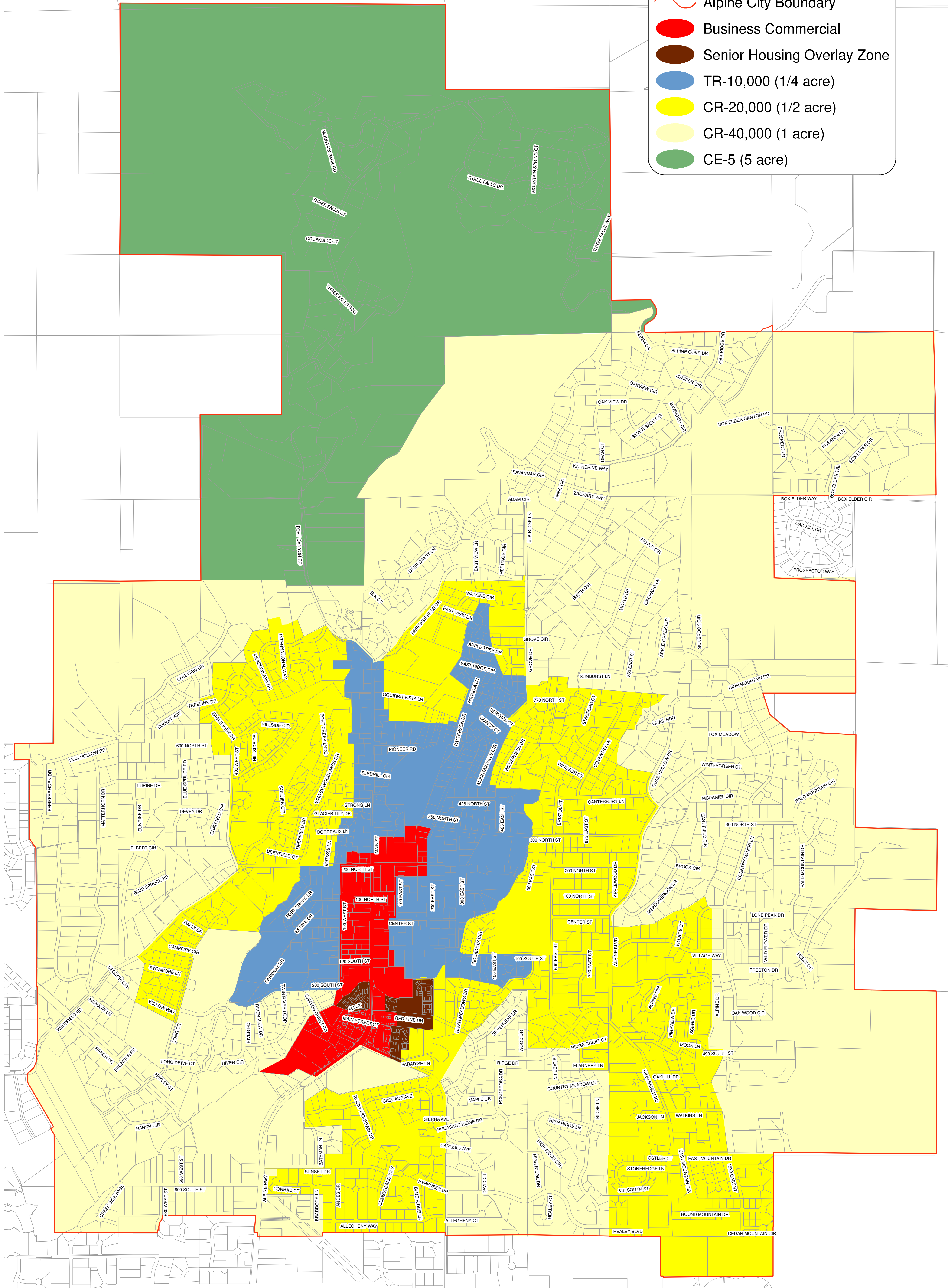
11:045:0235
MCEWAN, MIKE and MEGAN...
Value: \$936,500 -- 2.51 acres
Entry# 29439-2020

11:045:0186
MOELLER, JENEANE C...
1151 N GROVE - ALPINE
Value: \$1,804,500 -- 4.29 acres
Entry# 74428-2015

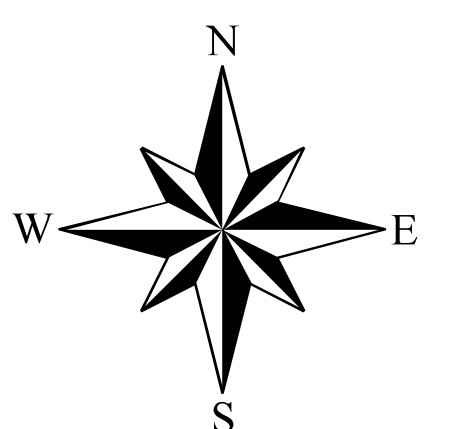
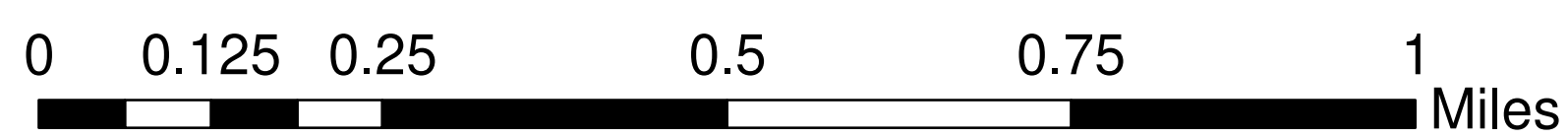
34:042:0076
PREMIER TRUST INC (ET AL...
1159 N BIRCH CIR - ALPINE
Value: \$1,885,600 -- 2.2 acres

Map Legend

-  Alpine City Boundary
-  Business Commercial
-  Senior Housing Overlay Zone
-  TR-10,000 (1/4 acre)
-  CR-20,000 (1/2 acre)
-  CR-40,000 (1 acre)
-  CE-5 (5 acre)

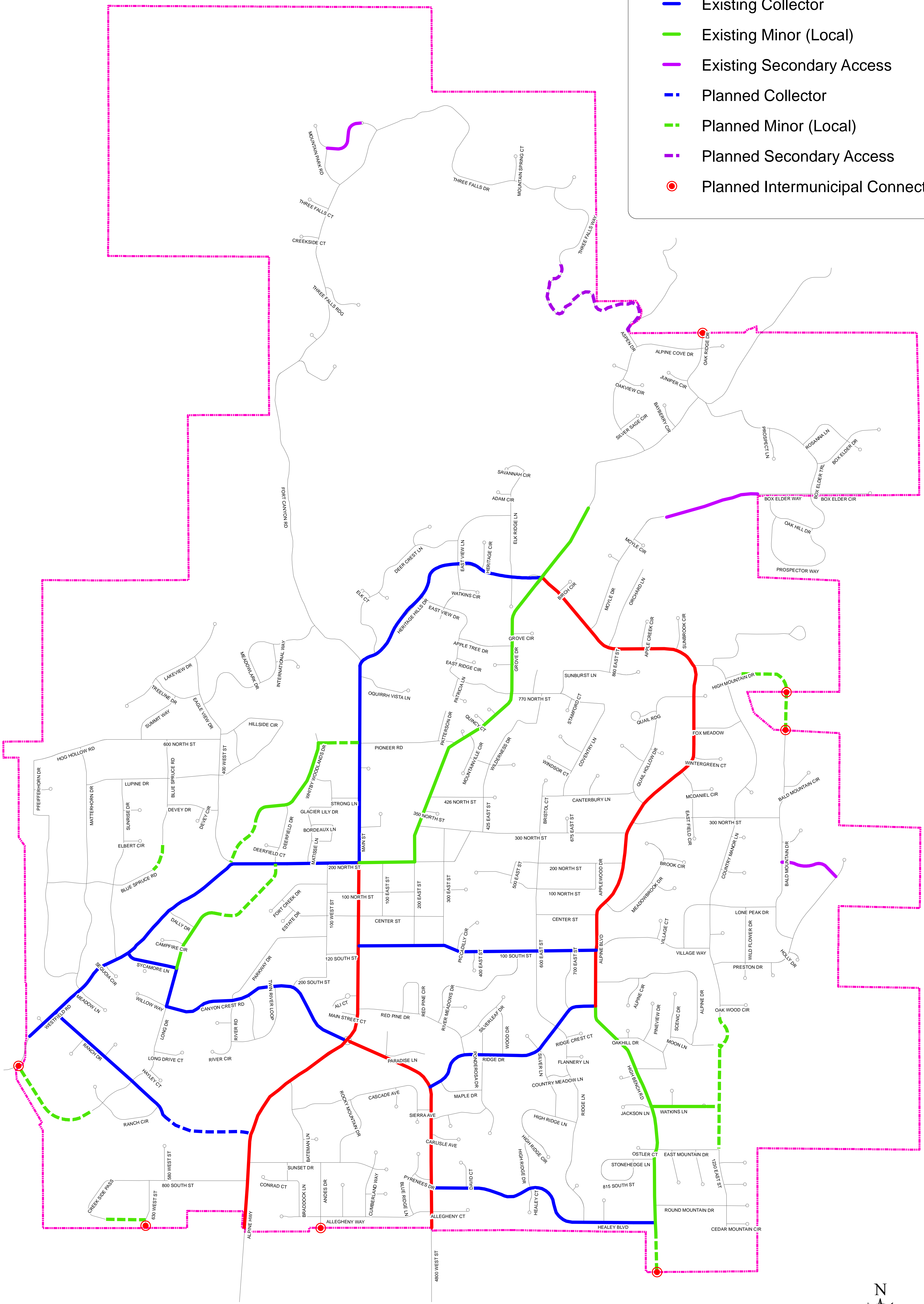


Alpine City Zoning Map

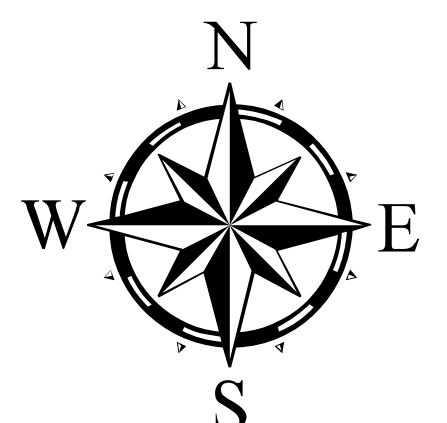


Ordinance No. 2023-23
September 12, 2023

--- City Boundary
Street Classifications
— Existing Arterial
— Existing Collector
— Existing Minor (Local)
— Existing Secondary Access
- - - Planned Collector
- - - Planned Minor (Local)
- - - Planned Secondary Access
● Planned Intermunicipal Connection



Alpine City Transportation Master Plan Map



Adopted
September 8, 2020

SECTION 1: AMENDMENT “3.23.060 Review Conditions And Criteria For Certain Conditional Uses” of the Alpine City Development Code is hereby *amended* as follows:

AMENDMENT

3.23.060 Review Conditions And Criteria For Certain Conditional Uses

1. **Guest Houses** (Ord. 94-06, 5/24/94). Guest houses may be allowed as a conditional use, upon approval of the designated land use authority and subject to compliance with the following:
 - a. Guest Houses are listed as a conditional use within the zone.
 - b. The lot or parcel upon which the guesthouse is proposed to be placed shall have a lot area of not less than five (5) acres.
 - c. The guesthouse shall be located not less than 30 ft. to the rear of the primary dwelling and not closer than twelve (12) ft. to any side or rear property line.
 - d. The water and sewer service shall be the same as for the principal dwelling.
 - e. The hookup fees for a single-unit dwelling with a guest house shall be one and one- half (1 and 1/2) times the rate for a single family dwelling.
 - f. The guesthouse shall be an integral part of the site plan for the principle dwelling and attendant lot area. Vehicular access to the guest house shall be over the same driveway as for the primary dwelling, unless a secondary driveway can be accessed from another public right of way.
 - g. Prior to approval, a site plan showing the proposed location of the guesthouse and provision for utilities, vehicular access and other standards and conditions shall be submitted and approved by the Planning Commission.
 - h. Any person desiring to construct a guest house shall convey to the City water rights in the amount of 1/2 acre foot.
2. **Home Occupations** (Ord. 95-04, 2/28/95. Amended Ord. 08-18, 12/16/08; Ord. 2009- 14, 9/22/09; Ord. 2010-07, 5/11/10; Ord. 2010-11, 10/12/10; Ord. 2013-04, 3/12/13; Ord. 2014-06, 3/25/14; Ord. 2016-23, 11/09/16). Home occupations may be allowed as a conditional use, upon approval by the designated land use authority. All home occupations will be subject to compliance with the following:
 - a. Terms and Conditions.
 - i. Home occupations are listed as a conditional use in the zone.
 - ii. The home occupation is conducted entirely within the livable area of a dwelling or attached garage. Business outdoor activities such as swimming lessons, tennis lessons, horseback riding lessons or other similar activities as determined by the Planning Commission may be considered as a home occupation.
 - iii. The business activity of the Home Occupation carried out on the premises shall be conducted only by members of the residing family, except that not more than one person, not a member of the residing

- family, may be engaged in the conduct of the home occupation if such person is utilized in the capacity of a support function.
- iv. The home occupation does not involve the use of any accessory buildings or yard space for storage outside of the dwelling or attached garage.
 - v. The home occupation shall contain no facilities for the display of goods. Any sale of goods and services shall constitute a clearly incidental part of the operation of the home occupation.
 - vi. No commercial vehicles shall be stored at the premises except one delivery truck which does not exceed 12,000 gvw rated capacity.
 - vii. The home occupation is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character of the building from that of a dwelling.
 - viii. Home occupation signs shall be limited to one (1) identification nameplate, not larger in area than two (2) square feet fastened to the home, and one (1) sign, not larger in area than one (1) square foot, fastened to the side of the mailbox structure at or below the level of the mail box. No off-site advertising signs shall be permitted.
 - ix. The home occupation shall not occupy an area not more than the equivalent of twenty-five percent (25%) of the livable area of the dwelling or 1000 square feet, whichever is less. The livable area does not include the garage.
 - x. The home occupation shall obtain a business license from the City.
 - xi. The activities of the home occupation shall not involve the use of hazardous materials or chemicals in amounts that will increase the hazard of fire or explosion. Activities of the home occupation shall not decrease safety to the structure or occupants of the dwelling or adjacent dwellings.
 - xii. The operation of the home occupation shall not produce any noise, smoke, glare, light, fumes, dust, electronic interference or similar condition which is discernible outside the dwelling.
 - xiii. The physical appearance, traffic, and other activities in connection with the home occupation will not be contrary to the intent of the zone in which the home occupation is located and, in the opinion of the Planning Commission, the activities of the home occupation will not depreciate surrounding property values or the quality of the area for residential purposes as determined by the Planning Commission.
 - xiv. A sexually-oriented business shall not be a home occupation.
 - xv. An automotive repair business shall not be a home occupation.
 - xvi. If the home occupation will have customers/clients coming to the home as part of the business, an inspection(s) of the business portion of the home is required to determine compliance with zoning, building, and life safety requirements. When no customers/clients will be coming to the home as part of the business, the applicant shall be required to submit the home business self fire inspection form.

- b. Commission May Attach Conditions. In order to achieve the objectives of this Code and to protect the health, safety and quality of life in the community the Planning Commission or City Planner may attach conditions to the granting of a home occupation consistent with the standards hereinabove stated.
- c. Continuing Obligation - Business License Required. All home occupations shall be operated in compliance with the conditions herein above set forth and any conditions which may be attached as part of the approval. Upon approval of a home occupation the applicant shall be eligible to acquire a business license to operate. Issuance of the Business License shall be conditioned upon continued performance of the conditions of approval and said license shall be refused or revoked upon failure of the owner and/or operator to maintain or operate the home occupation in accordance therewith.

The approval shall be valid for the remainder of the year in which it is first granted. Thereafter the approval will be extended for successive one year periods, commencing on January 1 of the calendar year, or such other date as the Council or City Planner may from time to time establish as the effective date for business licenses, provided (1) that the home occupation remains substantially the same as initially approved and (2) that the home occupation has remained active as evidenced by the acquisition of a valid business license for the previous year.

1. **Produce Stands** (Ord 96-05, 4/10/96). Incidental Produce Stands may be allowed as a conditional use, upon approval by the designated land use authority and subject to compliance with the following:
 - a. Intent. The Intent and purpose of this Part is to allow the operation of incidental produce stands which supply the local market with needed food and farm products produced primarily on the premises.
 - b. Terms and Conditions.
 - i. Incidental Produce Stands are listed as a conditional use in the zone.
 - ii. The property includes a minimum of five (5) acres.
 - iii. Products offered for sale should be consistent with the definition of Produce Stands; see DC 3.01.110.
 - iv. The Produce stand shall provide sufficient off-street parking space to safely accommodate the anticipated level of patrons and employees. The required off-street parking shall be in addition to the spaces required to meet the parking requirements of the primary use.
 - v. Each produce stand shall be entitled to one sign. Said sign shall have not more than thirty-two (32) sq. ft. of sign area and shall advertise only products of the lot. The sign shall not extend into the road right-of-way. Additional signage may be approved for parking and other items not related to the advertisement.
 - vi. An annual business license to operate the produce stand shall be obtained from the City.
 - vii. The application shall include a detailed site plan showing the location

of all dwellings and other buildings on the site and also all facilities and areas intended for use in the production, processing, storage and sales of the products intended to be offered for sale on the premises.

2. **Shooting Galleries:** Shooting Galleries may be permitted as a conditional use. All shooting galleries will be subject to compliance with Alpine City Code 9.17-Shooting Galleries and the following standards:
 - a. All shooting galleries shall be located in a facility completely underground, with walls and ceiling of steel, concrete or other material sufficiently thick to prevent any bullet or arrow from piercing it, and so arranged that there will be no danger from ricocheting or deflected pieces of bullet.
 - b. Indoor shooting ranges shall be constructed and insulated in such a manner that prevents sound from the discharge of firearms within the facility to exceed a maximum limit of sixty-five (65) dBA at the property line.
 - c. Targets shall be placed before a backstop of steel or other material sufficiently thick to prevent any bullet or arrow from piercing it, and so arranged that there will be no danger from ricocheting or deflected pieces of bullet.
 - d. All shooting galleries shall comply with all applicable laws, rules and regulations regarding lead contamination.
3. Reception Centers: Reception Centers may be allowed in zones where designated as a Conditional Use and if the following standards have been met.
 - a. A reception center shall be defined as a building, facility, or area primarily used to host public or private events, parties, or gatherings.
 - b. The facility shall be located on a legal lot of record of five (5) acres in size or larger with at least two hundred feet (200') of frontage on an approved public road that is designated as an "Arterial or Collector" road or larger on the City's official Master Street Plan Map.
 - c. Off-street parking shall be provided at a minimum rate of one space per one hundred (100) square feet of floor area for the facility. All parking must be contained on site.
 - d. No more than four (4) receptions shall be permitted per calendar month.
 - e. No part of the property designated as a reception center shall be used for overnight accommodations.
 - f. All structures and outdoor mass gathering areas used for receptions shall be a minimum of two hundred feet (200') from any residential dwelling on an adjacent parcel.
 - g. Reception events shall conclude by no later than ten o'clock (10:00) P.M.
 - h. A portion of the property may be maintained in an ongoing agricultural activity
 - i. Alpine Municipal Code 8.06.020 Mass Gatherings where applicable will be followed.

(Ord. 94-06, 5/24/94; Amended by Ord. 2004-13, 9/28/04)
(Amended by Ordinance 2005-21 on 12/20/05)

SECTION 2: AMENDMENT “3.04.030 Conditional Uses” of the Alpine City Development Code is hereby *amended* as follows:

AMENDMENT

3.04.030 Conditional Uses

The following buildings, structures and uses of land may be allowed upon compliance with the standards and conditions set forth in this ordinance and after approval has been given by the designated review body. However, no development will be allowed where any part of the zoning lot is above an elevation of 5350 feet mean sea level except as noted in DCA 3.12.

1. Single family dwellings (Conventional construction) when proposed for placement on a lot not in a recorded subdivision, subject to compliance with the applicable conditions within the zone and approval of a site plan by the Planning Commission.
2. Subdivisions projects, subject to compliance with the applicable requirements of the subdivision ordinance, except that:
 - a. where any portion of the area included within the subdivision shall lie within the territory designated within the Sensitive Lands Overlay Zone (SLO zone) or
 - b. as the City may designate, the subdivision shall be developed only under the provisions of DCA 3.09 Code relating to Planned Residential Developments.
3. Planned Residential Developments (PRD), subject to compliance with the provisions of DCA 3.09.
4. Water, sewer and utility transmission lines and facilities required as an incidental part of development within the zone, and subject to the approval of a site plan by the planning commission.
5. Motor vehicle roads and rights-of-way subject to compliance with City standards for design and construction for such uses and upon approval of a site plan by the planning commission.
6. Home Occupations, subject to the provisions of DCA 3.23.070 Part 3.
7. Guest Houses, subject to the applicable provisions of DCA 3.23.060 Part 2.
8. Schools, Churches, Hospitals (Human Care) and similar quasi public buildings..
9. Incidental Produce Stands, subject to the provisions of DCA 3.23.060 Part 4. (Ord 96-05, 4/10/96)
10. Buildings and other structures for the storage and keeping of agricultural products and machinery.
11. Plant nurseries and tree farms, but not doing retail sale of materials on site.
12. Civic Buildings.

13. Shooting Galleries, subject to the applicable provisions of MCA 9.17

14. Reception Centers, subject to provisions of DCA 3.23.070

(CR-1 Created by Ord. 91-01, 4/9/91 and amended by Ord. 95-04, 2/3/95; Ord. 2014-11, 6/24/14)

SECTION 3: **AMENDMENT** “3.23.070 Approval Process” of the Alpine City Development Code is hereby *amended* as follows:

AMENDMENT

3.23.070 Approval Process

The designated land use authority may approve, approve with conditions, or reject the permit as set forth:

1. A conditional use shall be approved if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with applicable standards.
2. If the reasonably anticipated detrimental effects of a proposed conditional use cannot be substantially mitigated by the proposal or the imposition of reasonable conditions to achieve compliance with applicable standards, the conditional use may be denied.
3. With each decision to approve or deny a conditional use permit, the designated land use authority shall include a written explanation of their decision.

The following table indicates the designated Land Use Authority for Conditional Use Permits. Each Conditional Use must be designated as a conditional use in the specific zone as part of the review process.

Land Use Type	Land Use Authority	Zoning Allowed
Accessory Apartment subject to the provisions of DCA 3.23.070 Part 1.	City Staff	TR-10,000 CR-20,000 , CR-40,000 CE-5, CE-50 B-C

Agricultural uses and animal rights as set forth in DCA 3.21.090 of the Supplementary Regulations	City Staff	CE-50
Buildings and other structures for the storage and keeping of agricultural products and machinery	City Staff	CR-40,000
Cemeteries	Planning Commission	TR-10,000
Civic Buildings	City Council	TR-10,000 CR-20,000 CR-40,000
Commercial Condominium Projects subject to the applicable provisions of law relating thereto.	City Staff	B-C
<p>Dog Kennels/Boarding Facilities</p> <ol style="list-style-type: none"> 1. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property. 2. Dogs shall be kept primarily indoors, with the exception of short periods of time for the dogs to exercise, relieve themselves, go on walks, etc. 3. Shall have no more than twenty (20) individual dog kennel runs, with total dogs not to exceed 1.2 times the number of kennel runs. 4. No more than one dog shall share a kennel run without the owner's permission. 5. Facility shall be sound proofed, and include an indoor dog run. 6. Shall comply with City off-street parking requirements. 7. Shall provide daily disposal of all animal feces and wastes. 8. Shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11). There shall be adequate and effective means of control of insects and rodents at all times, such control shall be carefully monitored. 9. Operator shall bear full responsibility for recapturing and controlling any escaped animal. 10. Must have an active DVM relationship to immediately treat a sick or injured animal requiring medical attention. 11. Facility shall be located not less than one hundred fifty (150) feet from the nearest neighboring dwelling structure. 	Planning Commission	B-C

Guest House subject to the provisions of DCA 3.23.070 Part 2.	City Council	CR-20,000 CR-40,000 CE-5
Home occupations subject to the provisions of DCA 3.23.070 Part 3.	Planning Commission	TR-10,000 CR-20,000 CR_40,000 CE-5 CE-50 B-C
Incidental Produce Stands, subject to the provisions of DCA 3.23.070 Part 4	Planning Commission	TR-10,000 CR-20,000 CR-40,000 CE-5
<p>Mechanical Automotive Repair Shops</p> <ol style="list-style-type: none"> 1. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property. 2. There shall be no more than 5 automobile bays. 3. No automobiles shall be stored on the property for more than 14 days. 4. Mechanical automotive repair shops shall comply with the regulations of the applicable entities including but not limited to the State of Utah, Timpanogos Service District, Lone Peak Fire Marshal, and Environmental Protection Agency. 5. Mechanical automotive repair shops must abut directly upon and have access to Main Street (south of southern property line of the property located at 30 South Main Street) or Canyon Crest Road within the Business Commercial zone. 6. Mechanical auto repair shops shall comply with the off-street parking requirements excepting there shall be no more than six (6) 6 parking spaces provided per bay. An additional 10 parking spaces may be allowed exclusively for employee use. No off-street parking spaces shall be located within fifteen (15) feet of the property line closest to Main Street. 7. Mechanical automotive repair shops shall conform to the provisions 	City Council	B-C

of the Gateway/Historic Zone (DCA 3.11		
Motor vehicle roads and rights-of-way subject to compliance with City standards for design and construction for such uses.	Planning Commission	TR-10,000 CE-5 CE-50
Park and recreation enterprises when owned and operated by a public agency.	City Staff	CE-5
Planned Commercial Developments Projects which are designed, approved, constructed and maintained in accordance with the provisions of DCA 3.10.	City Council	B-C
Planned Residential Developments (PRD), subject to compliance with the provisions of DCA 3.09.	City Council	CR-20,000 CR-40,000 CE-5 CE-50
Plant nurseries and tree farms, but not including retail sales of materials on site.	City Council	CR-30,000 CR-40,000 CE-5
Public and private park and recreation enterprises.	City Council	CE-50
<u>Reception Centers</u>	<u>Planning Commission</u>	<u>CR-40,000</u>
Restaurants, provided that any such facility providing drive-up window service shall also include an area for inside service to patrons in an amount not less than fifty (50%) of the total floor area of the structure. In addition, the following shall apply to restaurants. (Ord. 97-05, 5/27/97) <ol style="list-style-type: none"> 1. A traffic analysis shall be provided as part of the conditional use application. 2. The drive-up window and driveway shall be unobtrusive and be screened from the street by berming and landscaping. 3. Odors and noise shall be controlled as to not have an adverse impact on any nearby residential structures. 4. Restaurants must comply with provisions of the sign ordinance. 	City Council	B-C

<ol style="list-style-type: none"> 5. Restaurants must comply with the landscaping and design provisions in the B-C zone. 6. Any drive-through window must be located on the side of the restaurant building which does not abut a public street and must be screened from the street side with berming and landscaping. 7. Any drive-through window must have a stacking lane which will accommodate at least six cars off of the public street 	il	
<p>Schools, churches, hospitals (human care), nursing homes and other similar quasi-public buildings.</p>	Planni ng Comm ission	RT- 10,000 CR- 20,000 CR- 40,000 B-C
<p>Seasonal sales such as produce or Christmas trees provided a business license is obtained from Alpine City.</p>	City Staff	B-C
<p>Sexually-oriented businesses are a conditional use in the Business Commercial (BC) zone and are subject to the provisions of this chapter, including (Ord. 2010-07, 5/11/10):</p> <ol style="list-style-type: none"> 1. No sexually-oriented business shall be located within: 2. One thousand (1,000) feet of a school, day care facility, public park, library, and religious institution; 3. Four hundred (400) feet of any residential use (no matter which zoning district) or residential zoning boundary; 4. One thousand (1,000) feet of a liquor store; and 5. One thousand (1,000) feet of any other sexually-oriented business. 6. For the purposes of this section, distance shall be measured in a straight line, without regard to intervening structures or objects, from the closest exterior wall of the structure in which the sexually-oriented business is located, and: 7. The closest property line of any school, day care facility, public park, library, and religious institution; 8. The nearest property line of any residential use or residential zone; 9. The nearest property line of any liquor store; and 10. The closest exterior wall of another sexually-oriented business 	City Counc il	B-C
	City	TR- 10,000

Shooting Gallery	Council	CR-20,000 CR-40,000 CE-5 CE-50
Single family dwellings (conventional construction) when proposed for placement on a lot not in a recorded subdivision, subject to compliance with the applicable conditions within the zone and approval of a site plan.	Planning Commission	TR-10,000 CR-20,000 CR-40,000 CE-5 CE-50 B-C
Subdivisions projects, subject to compliance with the applicable requirements of the subdivision ordinance, except that: (a) where any portion of the area included within the subdivision shall lie within the territory designated within the Sensitive Lands Overlay Zone (SLO zone) or (b) as the City may designate, the subdivision shall be developed only under the provisions of DCA 3.09 relating to Planned Residential Developments.	City Council	TR-10,000
Water, sewer and utility transmission lines and facilities required as an incidental part of development within the zone, and subject to the approval of a site plan by the Planning Commission.	Planning Commission	TR-10,000 CR-20,000 CE-5 CE-50

**ALPINE CITY
ORDINANCE 2024.03**

**AN ORDINANCE AMENDING SECTIONS 3.23.060,3.04.030, AND 3.23.070 OF THE
ALPINE DEVELOPMENT CODE ALLOWING RECEPTION CENTERS AS A
CONDITIONAL USE IN THE CR-40,000 ZONE.**

WHEREAS, the Alpine City Planning Commission has reviewed proposed amendments to sections 3.23.060,3.04.030, and 3.23.070 of the Alpine Development Code and held a public hearing on February 6th, 2024, pertaining to the proposed amendments;

WHEREAS, on February 6th, ,2024, the Planning Commission made a recommendation of the proposed amendments to sections 3.23.060,3.04.030, and 3.23.070 of the Alpine Development Code;

WHEREAS, the Alpine City Council has reviewed the proposed amendments and deems it in the best interest of the health, safety, and welfare of Alpine City and its residents to amend sections 3.23.060,3.04.030 and 3.23.070 the Alpine Development Code.

NOW THEREFORE, be it ordained by the Council of the Alpine City, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “3.23.060 Review Conditions And Criteria For Certain Conditional Uses” of the Alpine City Development Code is hereby *amended* as follows:

A M E N D M E N T

3.23.060 Review Conditions And Criteria For Certain Conditional Uses

1. **Guest Houses** (Ord. 94-06, 5/24/94). Guest houses may be allowed as a conditional use, upon approval of the designated land use authority and subject to compliance with the following:
 - a. Guest Houses are listed as a conditional use within the zone.
 - b. The lot or parcel upon which the guesthouse is proposed to be placed shall have a lot area of not less than five (5) acres.
 - c. The guesthouse shall be located not less than 30 ft. to the rear of the primary dwelling and not closer than twelve (12) ft. to any side or rear property line.
 - d. The water and sewer service shall be the same as for the principal dwelling.
 - e. The hookup fees for a single-unit dwelling with a guest house shall be one and one- half (1 and 1/2) times the rate for a single family dwelling.
 - f. The guesthouse shall be an integral part of the site plan for the principle dwelling and attendant lot area. Vehicular access to the guest house shall be

over the same driveway as for the primary dwelling, unless a secondary driveway can be accessed from another public right of way.

- g. Prior to approval, a site plan showing the proposed location of the guesthouse and provision for utilities, vehicular access and other standards and conditions shall be submitted and approved by the Planning Commission.
- h. Any person desiring to construct a guest house shall convey to the City water rights in the amount of 1/2 acre foot.

2. **Home Occupations** (Ord. 95-04, 2/28/95. Amended Ord. 08-18, 12/16/08; Ord. 2009- 14, 9/22/09; Ord. 2010-07, 5/11/10; Ord. 2010-11, 10/12/10; Ord. 2013-04, 3/12/13; Ord. 2014-06, 3/25/14; Ord. 2016-23, 11/09/16). Home occupations may be allowed as a conditional use, upon approval by the designated land use authority. All home occupations will be subject to compliance with the following:

a. Terms and Conditions.

- i. Home occupations are listed as a conditional use in the zone.
- ii. The home occupation is conducted entirely within the livable area of a dwelling or attached garage. Business outdoor activities such as swimming lessons, tennis lessons, horseback riding lessons or other similar activities as determined by the Planning Commission may be considered as a home occupation.
- iii. The business activity of the Home Occupation carried out on the premises shall be conducted only by members of the residing family, except that not more than one person, not a member of the residing family, may be engaged in the conduct of the home occupation if such person is utilized in the capacity of a support function.
- iv. The home occupation does not involve the use of any accessory buildings or yard space for storage outside of the dwelling or attached garage.
- v. The home occupation shall contain no facilities for the display of goods. Any sale of goods and services shall constitute a clearly incidental part of the operation of the home occupation.
- vi. No commercial vehicles shall be stored at the premises except one delivery truck which does not exceed 12,000 gvw rated capacity.
- vii. The home occupation is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character of the building from that of a dwelling.
- viii. Home occupation signs shall be limited to one (1) identification nameplate, not larger in area than two (2) square feet fastened to the home, and one (1) sign, not larger in area than one (1) square foot, fastened to the side of the mailbox structure at or below the level of the mail box. No off-site advertising signs shall be permitted.
- ix. The home occupation shall not occupy an area not more than the equivalent of twenty-five percent (25%) of the livable area of the dwelling or 1000 square feet, whichever is less. The livable area does

not include the garage.

- x. The home occupation shall obtain a business license from the City.
 - xi. The activities of the home occupation shall not involve the use of hazardous materials or chemicals in amounts that will increase the hazard of fire or explosion. Activities of the home occupation shall not decrease safety to the structure or occupants of the dwelling or adjacent dwellings.
 - xii. The operation of the home occupation shall not produce any noise, smoke, glare, light, fumes, dust, electronic interference or similar condition which is discernible outside the dwelling.
 - xiii. The physical appearance, traffic, and other activities in connection with the home occupation will not be contrary to the intent of the zone in which the home occupation is located and, in the opinion of the Planning Commission, the activities of the home occupation will not depreciate surrounding property values or the quality of the area for residential purposes as determined by the Planning Commission.
 - xiv. A sexually-oriented business shall not be a home occupation.
 - xv. An automotive repair business shall not be a home occupation.
 - xvi. If the home occupation will have customers/clients coming to the home as part of the business, an inspection(s) of the business portion of the home is required to determine compliance with zoning, building, and life safety requirements. When no customers/clients will be coming to the home as part of the business, the applicant shall be required to submit the home business self fire inspection form.
- b. Commission May Attach Conditions. In order to achieve the objectives of this Code and to protect the health, safety and quality of life in the community the Planning Commission or City Planner may attach conditions to the granting of a home occupation consistent with the standards hereinabove stated.
- c. Continuing Obligation - Business License Required. All home occupations shall be operated in compliance with the conditions herein above set forth and any conditions which may be attached as part of the approval. Upon approval of a home occupation the applicant shall be eligible to acquire a business license to operate. Issuance of the Business License shall be conditioned upon continued performance of the conditions of approval and said license shall be refused or revoked upon failure of the owner and/or operator to maintain or operate the home occupation in accordance therewith.

The approval shall be valid for the remainder of the year in which it is first granted. Thereafter the approval will be extended for successive one year periods, commencing on January 1 of the calendar year, or such other date as the Council or City Planner may from time to time establish as the effective date for business licenses, provided (1) that the home occupation remains substantially the same as initially approved and (2) that the home occupation

has remained active as evidenced by the acquisition of a valid business license for the previous year.

1. **Produce Stands** (Ord 96-05, 4/10/96). Incidental Produce Stands may be allowed as a conditional use, upon approval by the designated land use authority and subject to compliance with the following:
 - a. Intent. The Intent and purpose of this Part is to allow the operation of incidental produce stands which supply the local market with needed food and farm products produced primarily on the premises.
 - b. Terms and Conditions.
 - i. Incidental Produce Stands are listed as a conditional use in the zone.
 - ii. The property includes a minimum of five (5) acres.
 - iii. Products offered for sale should be consistent with the definition of Produce Stands; see DC 3.01.110.
 - iv. The Produce stand shall provide sufficient off-street parking space to safely accommodate the anticipated level of patrons and employees. The required off-street parking shall be in addition to the spaces required to meet the parking requirements of the primary use.
 - v. Each produce stand shall be entitled to one sign. Said sign shall have not more than thirty-two (32) sq. ft. of sign area and shall advertise only products of the lot. The sign shall not extend into the road right-of-way. Additional signage may be approved for parking and other items not related to the advertisement.
 - vi. An annual business license to operate the produce stand shall be obtained from the City.
 - vii. The application shall include a detailed site plan showing the location of all dwellings and other buildings on the site and also all facilities and areas intended for use in the production, processing, storage and sales of the products intended to be offered for sale on the premises.
2. **Shooting Galleries:** Shooting Galleries may be permitted as a conditional use. All shooting galleries will be subject to compliance with Alpine City Code 9.17-Shooting Galleries and the following standards:
 - a. All shooting galleries shall be located in a facility completely underground, with walls and ceiling of steel, concrete or other material sufficiently thick to prevent any bullet or arrow from piercing it, and so arranged that there will be no danger from ricocheting or deflected pieces of bullet.
 - b. Indoor shooting ranges shall be constructed and insulated in such a manner that prevents sound from the discharge of firearms within the facility to exceed a maximum limit of sixty-five (65) dBA at the property line.
 - c. Targets shall be placed before a backstop of steel or other material sufficiently thick to prevent any bullet or arrow from piercing it, and so arranged that there will be no danger from ricocheting or deflected pieces of bullet.
 - d. All shooting galleries shall comply with all applicable laws, rules and

regulations regarding lead contamination.

3. Reception Centers: Reception Centers may be allowed in zones where designated as a Conditional Use and if the following standards have been met.
 - a. A reception center shall be defined as a building, facility, or area primarily used to host public or private events, parties, or gatherings.
 - b. The facility shall be located on a legal lot of record of five (5) acres in size or larger with at least two hundred feet (200') of frontage on an approved public road that is designated as an "Arterial or Collector" road or larger on the City's official Master Street Plan Map.
 - c. Off-street parking shall be provided at a minimum rate of one space per one hundred (100) square feet of floor area for the facility. All parking must be contained on site.
 - d. No more than four (4) receptions shall be permitted per calendar month.
 - e. No part of the property designated as a reception center shall be used for overnight accommodations.
 - f. All structures and outdoor mass gathering areas used for receptions shall be a minimum of two hundred feet (200') from any residential dwelling on an adjacent parcel.
 - g. Reception events shall conclude by no later than ten o'clock (10:00) P.M.
 - h. A portion of the property may be maintained in an ongoing agricultural activity
 - i. Alpine Municipal Code 8.06.020 Mass Gatherings where applicable will be followed.

(Ord. 94-06, 5/24/94; Amended by Ord. 2004-13, 9/28/04)
(Amended by Ordinance 2005-21 on 12/20/05)

SECTION 2: **AMENDMENT** "3.04.030 Conditional Uses" of the Alpine City Development Code is hereby *amended* as follows:

AMENDMENT

3.04.030 Conditional Uses

The following buildings, structures and uses of land may be allowed upon compliance with the standards and conditions set forth in this ordinance and after approval has been given by the designated review body. However, no development will be allowed where any part of the zoning lot is above an elevation of 5350 feet mean sea level except as noted in DCA 3.12.

1. Single family dwellings (Conventional construction) when proposed for placement on a lot not in a recorded subdivision, subject to compliance with the applicable conditions within the zone and approval of a site plan by the Planning Commission.
2. Subdivisions projects, subject to compliance with the applicable requirements of the subdivision ordinance, except that:
 - a. where any portion of the area included within the subdivision shall lie within the territory designated within the Sensitive Lands Overlay Zone (SLO zone) or
 - b. as the City may designate, the subdivision shall be developed only under the provisions of DCA 3.09 Code relating to Planned Residential Developments.
3. Planned Residential Developments (PRD), subject to compliance with the provisions of DCA 3.09.
4. Water, sewer and utility transmission lines and facilities required as an incidental part of development within the zone, and subject to the approval of a site plan by the planning commission.
5. Motor vehicle roads and rights-of-way subject to compliance with City standards for design and construction for such uses and upon approval of a site plan by the planning commission.
6. Home Occupations, subject to the provisions of DCA 3.23.070 Part 3.
7. Guest Houses, subject to the applicable provisions of DCA 3.23.060 Part 2.
8. Schools, Churches, Hospitals (Human Care) and similar quasi public buildings..
9. Incidental Produce Stands, subject to the provisions of DCA 3.23.060 Part 4. (Ord 96-05, 4/10/96)
10. Buildings and other structures for the storage and keeping of agricultural products and machinery.
11. Plant nurseries and tree farms, but not doing retail sale of materials on site.
12. Civic Buildings.
13. Shooting Galleries, subject to the applicable provisions of MCA 9.17
14. Reception Centers, subject to provisions of DCA 3.23.070

(CR-1 Created by Ord. 91-01, 4/9/91 and amended by Ord. 95-04, 2/3/95; Ord. 2014-11, 6/24/14)

SECTION 3: **AMENDMENT** “3.23.070 Approval Process” of the Alpine City Development Code is hereby *amended* as follows:

AMENDMENT

3.23.070 Approval Process

The designated land use authority may approve, approve with conditions, or reject the permit as set forth:

1. A conditional use shall be approved if reasonable conditions are proposed, or can be imposed, to mitigate the reasonably anticipated detrimental effects of the proposed use in accordance with applicable standards.
2. If the reasonably anticipated detrimental effects of a proposed conditional use cannot be substantially mitigated by the proposal or the imposition of reasonable conditions to achieve compliance with applicable standards, the conditional use may be denied.
3. With each decision to approve or deny a conditional use permit, the designated land use authority shall include a written explanation of their decision.

The following table indicates the designated Land Use Authority for Conditional Use Permits. Each Conditional Use must be designated as a conditional use in the specific zone as part of the review process.

Land Use Type	Land Use Authority	Zoning Allowed
Accessory Apartment subject to the provisions of DCA 3.23.070 Part 1.	City Staff	TR-10,000 CR-20,000 , CR-40,000 CE-5, CE-50 B-C
Agricultural uses and animal rights as set forth in DCA 3.21.090 of the Supplementary Regulations	City Staff	CE-50
Buildings and other structures for the storage and keeping of agricultural products and machinery	City Staff	CR-40,000
Cemeteries	Planning Commission	TR-10,000
	City	TR-10,000

Civic Buildings	Council	CR-20,000 CR-40,000
Commercial Condominium Projects subject to the applicable provisions of law relating thereto.	City Staff	B-C
<p>Dog Kennels/Boarding Facilities</p> <ol style="list-style-type: none"> 1. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property. 2. Dogs shall be kept primarily indoors, with the exception of short periods of time for the dogs to exercise, relieve themselves, go on walks, etc. 3. Shall have no more than twenty (20) individual dog kennel runs, with total dogs not to exceed 1.2 times the number of kennel runs. 4. No more than one dog shall share a kennel run without the owner's permission. 5. Facility shall be sound proofed, and include an indoor dog run. 6. Shall comply with City off-street parking requirements. 7. Shall provide daily disposal of all animal feces and wastes. 8. Shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11). There shall be adequate and effective means of control of insects and rodents at all times, such control shall be carefully monitored. 9. Operator shall bear full responsibility for recapturing and controlling any escaped animal. 10. Must have an active DVM relationship to immediately treat a sick or injured animal requiring medical attention. 11. Facility shall be located not less than one hundred fifty (150) feet from the nearest neighboring dwelling structure. 	Planning Commission	B-C
Guest House subject to the provisions of DCA 3.23.070 Part 2.	City Council	CR-20,000 CR-40,000 CE-5
Home occupations subject to the provisions of DCA 3.23.070 Part 3.	Planning Commission	TR-10,000 CR-20,000 CR_40,000 CE-5

		CE-50 B-C
Incidental Produce Stands, subject to the provisions of DCA 3.23.070 Part 4	Planning Commission	TR- 10,000 CR- 20,000 CR- 40,000 CE-5
<p>Mechanical Automotive Repair Shops</p> <ol style="list-style-type: none"> 1. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property. 2. There shall be no more than 5 automobile bays. 3. No automobiles shall be stored on the property for more than 14 days. 4. Mechanical automotive repair shops shall comply with the regulations of the applicable entities including but not limited to the State of Utah, Timpanogos Service District, Lone Peak Fire Marshal, and Environmental Protection Agency. 5. Mechanical automotive repair shops must abut directly upon and have access to Main Street (south of southern property line of the property located at 30 South Main Street) or Canyon Crest Road within the Business Commercial zone. 6. Mechanical auto repair shops shall comply with the off-street parking requirements excepting there shall be no more than six (6) 6 parking spaces provided per bay. An additional 10 parking spaces may be allowed exclusively for employee use. No off-street parking spaces shall be located within fifteen (15) feet of the property line closest to Main Street. 7. Mechanical automotive repair shops shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11 	City Council	B-C
Motor vehicle roads and rights-of-way subject to compliance with City standards for design and construction for such uses.	Planning Commission	TR- 10,000 CE-5 CE-50
Park and recreation enterprises when owned and operated by a public agency.	City Staff	CE-5
Planned Commercial Developments Projects which are designed, approved, constructed and maintained in accordance with the provisions of DCA 3.10.	City Council	B-C

Planned Residential Developments (PRD), subject to compliance with the provisions of DCA 3.09.	City Council	CR-20,000 CR-40,000 CE-5 CE-50
Plant nurseries and tree farms, but not including retail sales of materials on site.	City Council	CR-30,000 CR-40,000 CE-5
Public and private park and recreation enterprises.	City Council	CE-50
Reception Centers	Planning Commission	CR-40,000
Restaurants, provided that any such facility providing drive-up window service shall also include an area for inside service to patrons in an amount not less than fifty (50%) of the total floor area of the structure. In addition, the following shall apply to restaurants. (Ord. 97-05, 5/27/97) <ol style="list-style-type: none"> 1. A traffic analysis shall be provided as part of the conditional use application. 2. The drive-up window and driveway shall be unobtrusive and be screened from the street by berming and landscaping. 3. Odors and noise shall be controlled as to not have an adverse impact on any nearby residential structures. 4. Restaurants must comply with provisions of the sign ordinance. 5. Restaurants must comply with the landscaping and design provisions in the B-C zone. 6. Any drive-through window must be located on the side of the restaurant building which does not abut a public street and must be screened from the street side with berming and landscaping. 7. Any drive-through window must have a stacking lane which will accommodate at least six cars off of the public street 	City Council	B-C
Schools, churches, hospitals (human care), nursing homes and other similar	Planning	RT-10,000 CR-20,000

quasi-public buildings.	Comm ission	CR- 40,000 B-C
Seasonal sales such as produce or Christmas trees provided a business license is obtained from Alpine City.	City Staff	B-C
<p>Sexually-oriented businesses are a conditional use in the Business Commercial (BC) zone and are subject to the provisions of this chapter, including (Ord. 2010-07, 5/11/10):</p> <ol style="list-style-type: none"> 1. No sexually-oriented business shall be located within: 2. One thousand (1,000) feet of a school, day care facility, public park, library, and religious institution; 3. Four hundred (400) feet of any residential use (no matter which zoning district) or residential zoning boundary; 4. One thousand (1,000) feet of a liquor store; and 5. One thousand (1,000) feet of any other sexually-oriented business. 6. For the purposes of this section, distance shall be measured in a straight line, without regard to intervening structures or objects, from the closest exterior wall of the structure in which the sexually-oriented business is located, and: 7. The closest property line of any school, day care facility, public park, library, and religious institution; 8. The nearest property line of any residential use or residential zone; 9. The nearest property line of any liquor store; and 10. The closest exterior wall of another sexually-oriented business 	City Counc il	B-C
Shooting Gallery	City Counc il	TR- 10,000 CR- 20,000 CR- 40,000 CE-5 CE-50
Single family dwellings (conventional construction) when proposed for placement on a lot not in a recorded subdivision, subject to compliance with the applicable conditions within the zone and approval of a site plan.	Planni ng Comm ission	TR- 10,000 CR- 20,000 CR- 40,000 CE-5 CE-50 B-C

Subdivisions projects, subject to compliance with the applicable requirements of the subdivision ordinance, except that: (a) where any portion of the area included within the subdivision shall lie within the territory designated within the Sensitive Lands Overlay Zone (SLO zone) or (b) as the City may designate, the subdivision shall be developed only under the provisions of DCA 3.09 relating to Planned Residential Developments.	City Council	TR-10,000
Water, sewer and utility transmission lines and facilities required as an incidental part of development within the zone, and subject to the approval of a site plan by the Planning Commission.	Planning Commission	TR-10,000 CR-20,000 CE-5 CE-50

PASSED AND ADOPTED BY THE ALPINE CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Chrissy Hannemann	_____	_____	_____	_____
Jason Thelin	_____	_____	_____	_____
Jessica Smuin	_____	_____	_____	_____
Brent Rummmler	_____	_____	_____	_____
Kelli Law	_____	_____	_____	_____

Presiding Officer

Attest

Carla Merrill, Mayor, Alpine City

DeAnn Parry, City Recorder, Alpine City

ALPINE CITY COUNCIL AGENDA

SUBJECT: Creation of a Public-Facilities Zone

FOR CONSIDERATION ON: February 13th, 2024

PETITIONER: City Staff

ACTION REQUESTED BY PETITIONER: Approve Draft Title Creating the Public Facility Zone.

Review Type: Legislative

BACKGROUND INFORMATION:

City Staff have been asked to create a new zoning designation for property currently used for public or quasi-public purposes in the city. These uses include but are not limited to city-owned property, schools, and churches. Alpine does not currently have a zone that fits the primary uses of these properties. By creating a new zone this would create stability as to what the uses of these properties will be in the future.

The properties that currently operate as public or quasi-public use have zoning designations that would allow them to be replaced now or in the future by homes or new businesses. Once the code requirements for this zone have been approved, the next step will be to rezone all property within Alpine that meets these criteria (I.E. schools, churches, local government-owned land).

A draft plan is included for review, the main uses in this zone are public or quasi-public in nature (parks, schools, hospitals, city buildings, etc) and do not allow commercial or residential development to occur within this zone.

The City Council has reviewed the proposed language during a November City Council work session. Their comments focused mainly on parking requirements and referencing additional criteria found in the code specifically off-street parking and school standards found in the Development Code 3.20. These comments have been addressed in the attached draft.

The Planning Commission held a public hearing during their February 6th, 2024 meeting. The discussion among the commissioners was focused on what properties would be impacted, the process to rezone those properties, and including certain quasi-public uses (I.E. churches). The following motion was made:

***MOTION:** Planning Commission member Jeff Davis moved to recommend approval of Code Amendment to Section 3.08 of the Development Code to create a Public Facilities Zone as proposed.*

Michelle Schirmer seconded the motion. There were 7 Ayes and 0 Nays. The motion passed.

CITY CODE:

- Adoption of New Chapter 3.08 of Alpine Development Code.

NOTICING:

A public hearing was held during the Planning Commission's February 6th, 2024 meeting in accordance with state and local requirements.

STAFF RECOMMENDATION:

Because this is a legislative decision the standards for approval or denial are that the proposed code amendment should be compatible with the standards found in the general plan as well as current city code

and policies. A decision should be made by the City Council for approval or denial based on those criteria.

SAMPLE MOTION TO APPROVE: I move to approve Ordinance 2024-05 proposed code amendment to section 3.08 of the Alpine Development Code creating a Public-Facilities Zone as proposed:

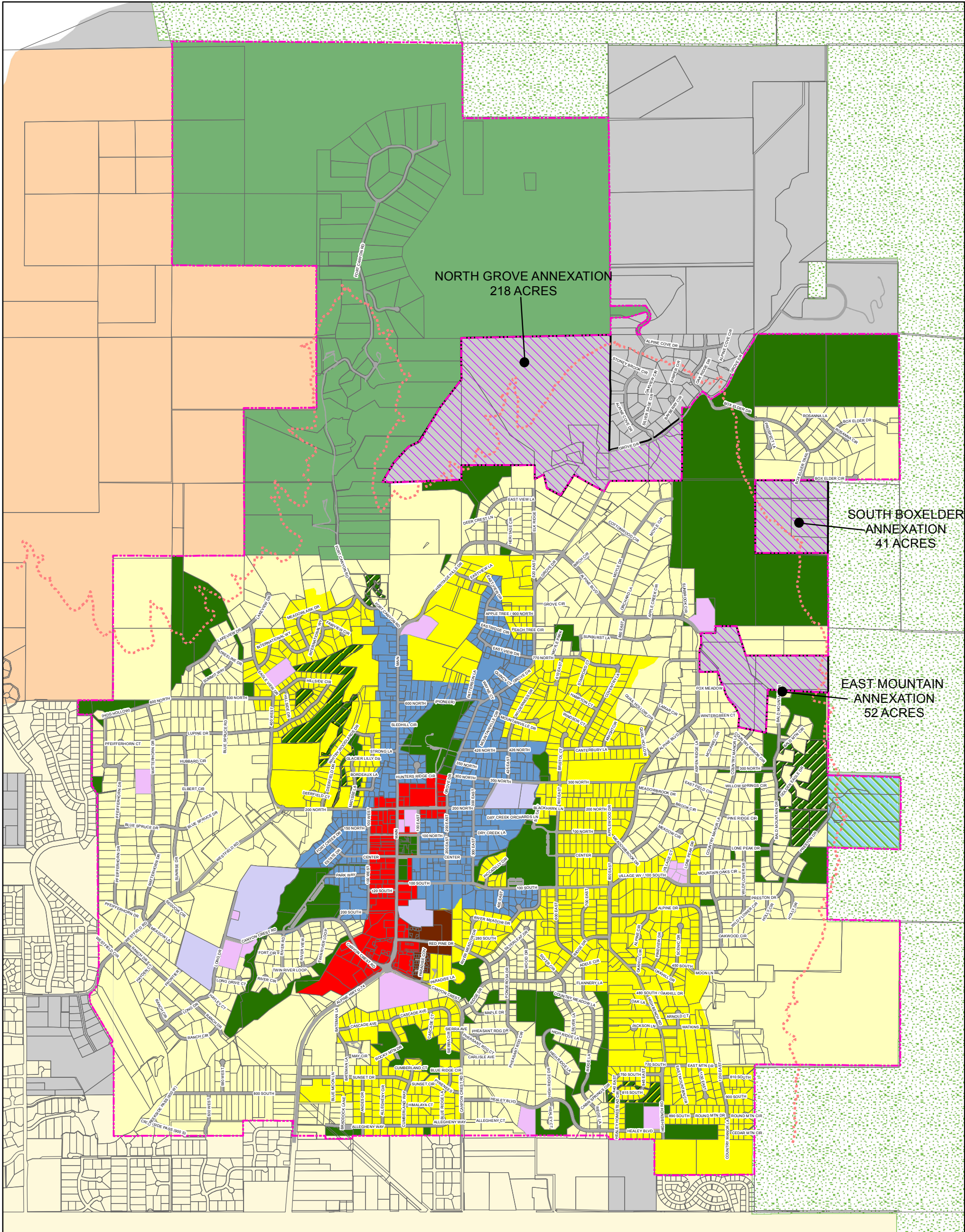
****insert finding****

SAMPLE MOTION TO APPROVE WITH CONDITIONS: I move to approve Ordinance 2024-05 proposed code amendment to section 3.08 of the Alpine Development Code creating a Public-Facilities Zone with the following conditions/changes:

****insert finding****

SAMPLE MOTION TO TABLE/DENY: I move to table/deny of Ordinance 2024-05 proposed code amendment to section 3.08 of the Alpine Development Code creating a Public-Facilities Zone based on the following:

****insert finding****



NORTH GROVE ANNEXATION
218 ACRES

SOUTH BOXELDER
ANNEXATION
41 ACRES

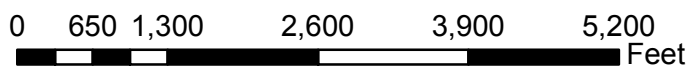
EAST MOUNTAIN
ANNEXATION
52 ACRES



Resolution No. R2012-01
Adopted March 27, 2012



APLINE CITY LAND USE MAP



Map Legend

- General Plan Annex Areas
- Forest Service Property
- Draper
- Highland
- Public Open Space
- Private Open Space
- Unincorporated Properties
- School Properties
- Church Properties
- Conservation Easement
- Business Commercial
- Senior Housing Overlay Zone
- High Density (1/4 acre)
- Medium Density (1/2 acre)
- Low Density (1 acre)
- Very Low Density (5 acre)
- Alpine City Boundary
- 5,350' Contour Line

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ALPINE CITY ORDINANCE 2024-05

AN ORDINANCE CREATING CHAPTER 3.08 OF THE ALPINE DEVELOPMENT CODE FOR PUBLIC FACILITIES ZONE.

WHEREAS, the Alpine City Planning Commission has reviewed proposed amendments to Chapter 3.08 Public Facilities Zone of the Alpine Development Code and held a public hearing on February 6th, 2024, pertaining to the proposed amendments;

WHEREAS, on February 6th, 2024, the Planning Commission made a favorable recommendation of the proposed amendments to Chapter 3.08 of the Alpine Development Code;

WHEREAS, the Alpine City Council has reviewed the proposed amendments and deems it in the best interest of the health, safety, and welfare of Alpine City and its residents to create Chapter 3.08 of the Alpine Development Code.

NOW THEREFORE, be it ordained by the City Council of Alpine City, Utah, as follows:

3.08 Public Facilities Zone (P-F)

3.08.010 Legislative Intent

The public facilities (P-F) zone is established to provide areas for the location and establishment of facilities which are maintained for public or quasi-public use as defined in Alpine Development Code 3.01.110. The objective is to provide and preserve areas in the City for parks and open space, schools, municipal government facilities and related uses.

3.08.020 Permitted Uses

The following uses are permitted in the P-F zone:

1. Public parks, open spaces, trails, cemeteries or other city related activities.
2. City owned buildings and structures.
3. City owned or city-initiated water detention and/or debris basins.
4. City owned water well, water storage tank and all related equipment.
5. Conservation areas including, but not limited to, wilderness areas, watershed areas, wildlife refuges, and wetlands.
6. Agriculture, including the raising of row crops, grains, and fruits and the incidental pasturage of animals. See DCA 3.21.090.

3.08.030 Conditional Uses

1. Churches
2. Hospitals
3. Schools subject to provisions of DCA 3.20

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4. Museums

3.08.040 Area and Width Requirements

There shall be no minimum lot area or width requirements except that an area sufficient to accommodate any structures, landscaped areas, minimum setback, required off-street parking, loading and unloading, vehicular ingress and egress shall be provided and maintained.

3.08.050 Location Requirements

All buildings shall comply with the following setbacks:

1. Front setbacks shall be not less than thirty (30) feet from the property line on all streets; except corner lots, where setbacks shall not be less than thirty (30) feet from the property line on all streets.
2. Side yard and rear yard setbacks will be not less than thirty (30) feet unless recommended by the Planning Commission and approved by the City Council where circumstances justify.
3. Accessory buildings shall be set back not less than five (5) feet from the main building.

3.08.060 Access Requirements

Each lot shall abut directly upon and have access to a City Street which is improved in accordance with City street improvement standards.

3.08.070 Utility Requirements

1. **Culinary Water.** All structures to be used for human occupancy shall be served by the City's water system. The system serving the structure shall be capable of providing water to the structure at a volume sufficient for both culinary and firefighting purposes and at a pressure of not less than forty (40) psi as determined by the City Engineer.
2. **Domestic Sewage Disposal.** All structures intended for human occupancy shall be served by the City's central sewage collection system.

3.08.080 Special Provisions

1. **Site Plan to Be Approved For All Structural Uses.** Prior to the establishment of a new use or the construction of a new building, a site plan shall be submitted, reviewed and recommended by the Planning Commission and approved by the City Council.
2. **Off-street Parking.** Off-street parking areas which require backing from the off-street parking space onto the street right-of-way in order to exit shall not be permitted. All ingress and egress shall be by forward motion only.
 - a. All points of ingress and egress to a off-street parking areas shall be as shown on the site plan and shall be located not less than forty (40) feet from any intersection of public streets.
 - b. All off-street parking areas shall be hard-surfaced and shall be bordered by a curb or other barrier.
 - c. The number of required parking spaces and other particulars about the design and construction of off-street parking shall conform to the provisions of DCA 3.24.

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3. **Trash Storage.** Adequate facilities for the disposal of solid waste shall be provided. All containers for the temporary storage and disposal of solid waste material shall be of a size, type and quantity approved by the City shall be maintained in a location as shown on the Site Plan.
4. **Storage Containers.** The use of any portable unit, pod, or similar type of storage container is prohibited in this zone unless approved by the city.
5. **Surface Water Drainage to be Retained On-site.** All additional surface drainage generated as a result of development activity shall be disposed of on-site, as determined by the City Engineer.
6. **Height of Buildings.** The maximum height of any dwelling or other main building shall be thirty-four (34) feet, as determined in accordance with the provisions of DCA 3.21.080.
7. **Landscaping Required.** As a means of mitigating safety hazards or adverse visual impacts all areas of the site not devoted to buildings or off street parking shall be landscaped. The landscaped area shall be not less than twenty (20) percent of the total area of the site. In addition to all other plan elements, a landscaping plan shall be submitted in conformance with DCA 3.13
8. **Design of Structures .**Any buildings in the P-F Zone shall comply with the following architectural design criteria. (Preliminary architectural design drawings of all building elevations shall be presented to the Planning Commission for review).
 - a. The exterior of all commercial buildings shall be finished predominantly with wood and/or brick, stucco, stone or similar materials in accordance with guidelines in the Gateway/Historic Design Guidelines. Pitched roofs are preferred.
 - b. The architectural styles of Public Facilities Zone should be consistent and harmonious. The style of building design and trim should be compatible with the relatively uncomplicated rural, small town character of Alpine. Extremely irrelevant, contrived or inconsistent styles will be discouraged.
9. **Water Rights Conveyance Requirements.** Water rights shall be conveyed to the City in accordance with the provisions of DCA 3.21.070.
10. **Nuisances Prohibited.** No land or building shall be used in any manner so as to create dangerous, injurious, noxious or otherwise objectionable fire, explosive, or other hazard, noise, or vibration, smoke, dust, odor, or other form of air pollution; liquid or solid refuse or wastes; or other substance, condition or element in such a manner or in such an amount as to adversely affect the surrounding area or adjoining premises.
11. **Customary Accessory Structures. All Customary Accessory Structures (henceforth referred to as Accessory Structures) shall be located in accordance with the setbacks and regulations outlined below. Accessory Structures that also meet the classification of Accessory Building shall require a building permit.** (Ordinance 2002-13) (Amended by Ord. 2006-14, 9/12/06; Ord. 2010-03, 8/24/10):
 - a. Setback from main building. Accessory Structures shall be set back not less than five (5) feet from the main building. Additionally, Accessory buildings which are located twelve (12) feet or closer to a main building and are attached to the main building by a common roof or wall shall be considered as part of the main building and shall meet the same setbacks as the main building.
 - b. Side Setback - Corner Lot, Side Abutting a Street. Accessory buildings shall be set back not less than forty (40) feet from the side lot line which abuts on a street.
 - c. Front Setback. Accessory buildings shall be set back not less than forty (40) feet from the front property line.

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- d. Side and Rear Setback - Interior Lot Line. Accessory buildings shall be set back no less than ten (10) feet from the rear lot line and five (5) feet from the side lot line, except that no minimum rear or side setback shall be required when all the following conditions are met:
 - e. The accessory building is located more than twelve (12) feet from an existing dwelling on the same or adjacent lot;
 - f. The accessory building contains no openings on the side contiguous to the lot line;
 - g. No drainage from the roof will be discharged onto an adjacent lot;
 - h. The accessory building shall be constructed of non-combustive materials or have fire resistive walls rated at one (1) hour or more;
 - i. The building will not be placed on land designated as a recorded easement, such as a utility or trail easement; and
 - j. The building will not be taller than twelve (12) feet six (6) inches to the top of the roof line.
 - k. Accessory Building Height. The maximum height of any accessory building shall be twenty (20) feet as measured from the average finished grade of the ground surface adjacent to the foundation of the structure to the top of the ridge line.
 - i. Exceptions to the Height Requirement. Chimneys, flag poles, television antennas, and similar ancillary structures not used for human occupancy shall be excluded in determining height, provided that no such ancillary structure shall extend to a height in excess of fifteen (15) feet above the building.
 - ii. Additional Accessory Building Height. For every one (1) foot of additional height above twenty (20) feet, an additional two (2) feet of side yard and rear yard setback will be required. The maximum height of the accessory building as measured to the ridgeline shall be thirty (30) feet.
12. **Heliports.** The installation of a heliport for the use of a helicopter or other manned rotary wing aircrafts capable of vertical takeoff or landing is prohibited.

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PASSED AND ADOPTED BY THE ALPINE CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Chrissy Hannemann	_____	_____	_____	_____
Jason Thelin	_____	_____	_____	_____
Jessica Smuin	_____	_____	_____	_____
Brent Rummeler	_____	_____	_____	_____
Kelli Law	_____	_____	_____	_____
Presiding Officer		Attest		

Carla Merrill, Mayor, Alpine City

DeAnn Parry, City Recorder, Alpine City

ALPINE CITY PLANNING COMMISSION AGENDA

SUBJECT: Code Amendment- 3.31 Boundary Line Adjustments

FOR CONSIDERATION ON: February 6th, 2023

PETITIONER: City Staff

**ACTION REQUESTED BY PETITIONER: Recommend approval of a code amendment
Chapter 3.31 Boundary Line Adjustments.**

Review Type: Legislative

BACKGROUND INFORMATION:

Alpine City Staff in review of our current code has suggested changes to the section regulating boundary line adjustments. These changes were made to make it more compliant with the State Code as well as to make it easier to interpret and apply for residents and staff. These changes include:

- Separating the sections by those in a recorded subdivision and those who are not.
- Clarify the approving bodies in different situations.
- Mirror review language with State Code.

During the November 7th, 2023 Planning Commission meeting the Planning Commission held a public hearing to amend this section of the code and recommended a favorable motion to the City Council. After a further review by the city attorney to better mirror the requirements of the State Code enough changes were made to warrant another review by the Planning Commission. Additional changes have been made after review by staff and legal counsel, these changes provide references to sections in the new subdivision requirements in title 4.04.100 and 4.04.110 to eliminate any inconsistencies.

CITY CODE:

Alpine City Code 3.31 Boundary Line Adjustments

NOTICING:

The notice requirements of the State of Utah and Alpine City have been met. A public hearing is required as part of tonight's meeting.

STAFF RECOMMENDATION:

Because this is a legislative decision the standards for approval or denial are that the proposed application should be compatible with the standards found in the general plan as well as the current city code and policies. A decision for approval or denial should be based on those criteria.

SAMPLE MOTION TO APPROVE:

I move to recommend approval of Ordinance 2024-06 proposed code amendment to section 3.31 Boundary Line Adjustments as proposed:

****insert finding****

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

I move to recommend approval of Ordinance 2024-06 the proposed code amendment to section 3.31 Boundary Line Adjustments as prosed with the following conditions/changes:

****insert finding****

SAMPLE MOTION TO TABLE/DENY:

I move to recommend to table/deny Ordinance 2024-06 the proposed code amendment to section 3.31 Boundary Line Adjustments based on the following:

****insert finding****

3.31 Property Boundary Adjustments

3.31.010 Definitions

3.31.020 Parcel Boundary Adjustments

3.31.030 Lot Line Adjustments (without Subdivision Amendment)

3.31.040 Boundary Line Agreements

3.31.050 Subdivision Amendments

3.31.010 Definitions

For purposes of this chapter, the following terms have the following meanings:

“Lot” means a tract of land, regardless of any label, that is created by and shown on a subdivision plat that has been recorded in the office of the county recorder.

- (a) “Lot line adjustment” means a relocation of a lot line boundary between adjoining lots or between a lot and adjoining parcels in accordance with Section [10-9a-608](#) of the Utah Code, as amended:
 - (i) whether or not the lots are located in the same subdivision; and
 - (ii) with the consent of the owners of record.
- (b) “Lot line adjustment” does not mean a new boundary line that:
 - (i) creates an additional lot; or
 - (ii) constitutes a subdivision or a subdivision amendment.
- (c) “Lot line adjustment” does not include a boundary line adjustment made by the Utah Department of Transportation.

“Parcel” means any real property that is not a lot.

- (a) “Parcel boundary adjustment” means a recorded agreement between owners of adjoining parcels adjusting the mutual boundary, either by deed or by a boundary line agreement in accordance with Section [10-9a-524](#), if no additional parcel is created and:
 - (i) none of the property identified in the agreement is a lot; or
 - (ii) the adjustment is to the boundaries of a single person’s parcels.
- (b) “Parcel boundary adjustment” does not mean an adjustment of a parcel boundary line that:

- (i) creates an additional parcel; or
 - (ii) constitutes a subdivision.
- (c) “Parcel boundary adjustment” does not include a boundary line adjustment made by the Utah Department of Transportation.

“Plat” means an instrument subdividing property into lots as depicted on a map or other graphical representation of lands that a licensed professional land surveyor makes and prepares in accordance with Section 10-9a-603 or 57-8-13 of the Utah Code.

“Record of survey map” means a map of a survey of land prepared in accordance with Section 10-9a-603, 17-23-17, 17-27a-603, or 57-8-13 of the Utah Code.

- (a) “Subdivision” means any land that is divided, resubdivided, or proposed to be divided into two or more lots or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development either on the installment plan or upon any and all other plans, terms, and conditions.
- (b) “Subdivision” includes:
 - (i) the division or development of land, whether by deed, metes and bounds description, devise and testacy, map, plat, or other recorded instrument, regardless of whether the division includes all or a portion of a parcel or lot; and
 - (ii) except as provided in subsection (c), divisions of land for residential and nonresidential uses, including land used or to be used for commercial, agricultural, and industrial purposes.
- (c) “Subdivision” does not include:
 - (i) a bona fide division or partition of agricultural land for the purpose of joining one of the resulting separate parcels to a contiguous parcel of unsubdivided agricultural land, if neither the resulting combined parcel nor the parcel remaining from the division or partition violates an applicable land use ordinance;
 - (ii) a boundary line agreement recorded with the county recorder’s office between owners of adjoining parcels adjusting the mutual boundary in accordance with Section [10-9a-524](#) if no new parcel is created;
 - (iii) a recorded document, executed by the owner of record:
 - (A) revising the legal descriptions of multiple parcels into one legal description encompassing all such parcels; or
 - (B) joining a lot to a parcel;

- (iv) a boundary line agreement between owners of adjoining subdivided properties adjusting the mutual lot line boundary in accordance with Sections [10-9a-524](#) and [10-9a-608](#) of the Utah Code if:
 - (A) no new dwelling lot or housing unit will result from the adjustment; and
 - (B) the adjustment will not violate any applicable land use ordinance;
 - (v) a bona fide division of land by deed or other instrument if the deed or other instrument states in writing that the division:
 - (A) is in anticipation of future land use approvals on the parcel or parcels;
 - (B) does not confer any land use approvals; and
 - (C) has not been approved by the land use authority;
 - (vi) a parcel boundary adjustment;
 - (vii) a lot line adjustment;
 - (viii) a road, street, or highway dedication plat;
 - (ix) a deed or easement for a road, street, or highway purpose; or
 - (x) any other division of land authorized by law.
- (a) “Subdivision amendment” means an amendment to a recorded subdivision in accordance with Section [10-9a-608](#) of the Utah Code and DCA § 4.06.040, as amended, that:
- (i) vacates all or a portion of the subdivision;
 - (ii) alters the outside boundary of the subdivision;
 - (iii) changes the number of lots within the subdivision;
 - (iv) alters a public right-of-way, a public easement, or public infrastructure within the subdivision;
or
 - (v) alters a common area or other common amenity within the subdivision.
- (b) “Subdivision amendment” does not include a lot line adjustment, between a single lot and an adjoining lot or parcel, that alters the outside boundary of the subdivision.

3.31.020 Parcel Boundary Adjustments

- A. To make a parcel boundary adjustment, a property owner shall record in the county recorder's office a quitclaim deed or boundary line agreement executing the parcel boundary adjustment.
- B. A parcel boundary adjustment is not subject to review of the city's land use authority unless one or more of the parcels includes a dwelling.
- C. If one or more of the parcels subject to a parcel boundary adjustment includes a dwelling, the property owner shall submit the quitclaim deed or boundary line agreement to the city for review and approval before executing the quitclaim deed or boundary line agreement. The city planner and city engineer shall serve as the land use authority for purposes of reviewing the parcel boundary adjustment.
 - 1. The city shall approve the parcel boundary adjustment if the land use authority determines that the dwelling and parcel, as adjusted, comply with the city's general plan and land use regulations.
 - 2. Subject to Subsections C.3 and D, the city will complete its review of parcel boundary adjustment involving a dwelling within 14 days after the property owner submits the quitclaim deed or boundary line agreement for review (the "**Review Period**").
 - 3. If, upon review under this Subsection C, the city determines that the quitclaim deed or boundary line agreement is deficient or if the city requires additional information to approve the parcel boundary adjustment, the city, within the Review Period, will send written notice to the property owner that:
 - a. describes the specific deficiency or additional information the city requires to approve the boundary line agreement; and
 - b. states that the city will approve the parcel boundary adjustment upon the property owner's correction of the deficiency or submission of the additional information.
 - 4. Subject to Subsections C.3 and D, if, upon review under this Subsection C, the city approves the parcel boundary adjustment, the city will send written notice of approval to the property owner within the Review Period.
- D. Notwithstanding Subsection C, if a parcel boundary adjustment involves a change of use, zone change, or land use regulation text change, the city council will serve as land use authority for any such change, and the change will require a public hearing, planning commission recommendation, and city council approval.

3.31.030 Lot Line Adjustments (without Subdivision Amendment)

- A. To make a lot line adjustment, a property owner shall obtain city approval of the lot line adjustment under this chapter and record in the county recorder's office a quitclaim deed or boundary line agreement executing the lot line adjustment.
- B. The owners of record of the properties to be included in a lot line adjustment shall submit to the city a copy of the quitclaim deed or boundary line agreement executing the lot line adjustment, along with a lot line adjustment application and any additional information reasonably required by the city to review the application.
- C. The city planner and city engineer shall serve as land use authority for purposes of reviewing the lot line adjustment application. The land use authority shall approve the lot line adjustment if the lot line adjustment will not result in a violation of any land use regulation.
- D. If a lot line adjustment is approved under this section, the property owner shall record in the county recorder's office (1) a notice of lot line adjustment approval, signed by the land use

authority and reciting the legal descriptions of both the original properties and the properties resulting from the exchange of title; and (2) a document of conveyance executing the lot line adjustment.

3.31.040 Boundary Line Agreements

A boundary line agreement between owners of adjoining property that designates the boundary line between the adjoining properties has the effect and is subject to the applicable review process, if any, provided in this chapter and Section 10-9a-524 of the Utah Code, as amended. If any of the property subject to a boundary line agreement is a lot, the property owners shall prepare and submit to the city for review and approval an amended plat before executing the boundary line agreement.

3.31.050 Subdivision Amendments

Any boundary line agreement, deed, or other property boundary adjustment constituting a subdivision amendment under this chapter or state law is subject to the review and approval process provided in ~~UCA~~ Sections 4.04.100 and 4.06.040 of the Alpine Development Code and Sections 10-9a-608 and 10-9a-609 of the Utah Code, as amended.

4.04.100 Amendments to Recorded Plats; Vacation of Public Street

1. ~~The Land Use Authority as outlined in Section 4.04.010; may consider any proposed vacation, alteration, or amendment of a recorded subdivision plat, any portion of thea recorded subdivision plat, or any road or lot contained in a recorded subdivision plat by following and complying with all of the requirements for amending a subdivision; or vacating a public street as identified in under Section 4.06.040 of the Alpine Development Code and Sections 10-9a-608, 10-9a-609, and 10-9a-609.5 (as applicable) of the Utah State Code, (as amended).~~

[In the fourth line of subsection 3, replace “as outlined in 4.04.010” with “designated in Section 4.04.010.” In the second line of subsection 4, replace “outlined in 4.04.010” with “designated in Section 4.04.010.”]

4.04.110 Property Boundary Adjustments; Boundary Line Agreements

1. Property boundary adjustments, including parcel boundary adjustments, lot line adjustments, and boundary line agreements, shall follow the process identified in Chapter 3.31 of the Alpine Development Code and Sections 10-9a-523 and 10-9a-524 of the Utah State Code, (as amended).
2. When subject to review by the Land Use Authority ~~outlined~~ **designated** in Section 4.04.010
3. Poorly drawn or illegible plans shall be sufficient cause for rejection. The lack of any information required by Chapter 3.31 of the Alpine Development Code, this title, or Sections 10-9a-523 and 10-9a-524 of the Utah State Code, (as amended), shall be cause

In the second line of subsection 5, replace “outlined in 4.04.010” with “designated in Section 4.04.010.”

[Delete Section 4.06.030.15.] [\[Already done in new subdivision ordinance.\]](#)

4.06.040 Subdivision Amendments

- (1) (a) A fee owner of land in a subdivision, as shown on the last county assessment roll, may file a written petition with the city to request a subdivision amendment. The owner will pay the associated fee as provided in the current fee schedule and provide all additional information ~~reasonably requested by the city for its review~~[required under Section 4.04.100 of the Alpine Development Code. The petition will be reviewed and the designated land use authority will be as provided in Section 4.04.010 of the Alpine Development Code](#)~~The planning commission shall serve as land use authority for purposes of reviewing the petition; provided, that the city council will serve as land use authority for any petition that involves a change of use, zone change, or land use regulation text change.~~
 - (b) Upon filing a written petition to request a subdivision amendment under Subsection (1)(a), the owner shall prepare and, if approved by the land use authority, record a plat in accordance with Section 4.06.030 that:
 - (i) depicts only the portion of the subdivision that is proposed to be amended;
 - (ii) includes a plat name distinguishing the amended plat from the original plat;
 - (iii) describes the differences between the amended plat and the original plat; and
 - (iv) includes references to the original plat.
 - (c) The city will provide notice of the petition by mail, email, or other effective means to each affected entity that provides a service to an owner of record of the portion of the plat that is being vacated or amended at least 10 calendar days before the land use authority may approve the petition for a subdivision amendment.
 - (d) The land use authority will hold a public hearing on the petition within 45 days after the the petition is filed if:
 - (i) any owner within the plat notifies the city in writing of the owner's objection within 10 days of mailed notification; or
 - (ii) a public hearing is required because all owners in the subdivision have not signed the revised plat.
 - (e) The land use authority may not approve a petition for a subdivision amendment under this section unless the amendment identifies and preserves any easements owned by a culinary water authority and sanitary sewer authority for existing facilities located within the subdivision.
- (2) The public hearing requirement of Subsection (1)(d) does not apply, and the land use authority may consider at a public meeting the petition for subdivision amendment if:
 - (a) the petition seeks to:
 - (i) join two or more of the petitioner's contiguous lots;
 - (ii) subdivide one or more of the petitioner's lots, if the subdivision will not result in a violation of a land use ordinance or a development condition;

- (iii) adjust the lot lines of adjoining lots or between a lot and an adjoining parcel if the fee owners of each of the adjoining properties join in the petition, regardless of whether the properties are located in the same subdivision;
 - (iv) on a lot owned by the petitioner, adjust an internal lot restriction imposed by the city or other local political subdivision; or
 - (v) alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not:
 - (A) owned by the petitioner; or
 - (B) designated as a common area; and
- (b) notice has been given to adjoining property owners in accordance with [Chapter 2.04 of the Alpine Development Code](#) ~~Section 2.04~~.
- (3) A petition under Subsection (1)(a) that contains a request to amend a public street or municipal utility easement is also subject to Section 10-9a-609.5 of the Utah Code, as amended.
- (4) A petition under Subsection (1)(a) that contains a request to amend an entire plat or a portion of a plat shall include:
- (a) the name and address of each owner of record of the land contained in the entire plat or on that portion of the plat described in the petition; and
 - (b) the signature of each owner described in Subsection (4)(a) who consents to the petition.
- (5) (a) The name of a recorded subdivision may be changed by recording an amended plat making that change, as provided in this section and subject to Subsection (5)(c).
- (b) The surveyor preparing the amended plat shall certify that the surveyor:
- (i) holds a license in accordance with Title 58, Chapter 22, of the Utah Code, as amended;
 - (ii) (A) has completed a survey of the property described on the plat in accordance with Section 17-23-17 of the Utah Code and has verified all measurements; or
 - (B) has referenced a record of survey map of the existing property boundaries shown on the plat and verified the locations of the boundaries; and
 - (iii) has placed monuments as represented on the plat.
- (c) An owner of land may not submit for recording an amended plat that gives the subdivision described in the amended plat the same name as a subdivision in a plat already recorded in the county recorder's office.
- (d) Except as provided in Subsection (5)(a), the recording of a declaration or other document that purports to change the name of a recorded plat is void.
- (6) The land use authority may approve the vacation or amendment of a plat by signing an amended plat showing the vacation or amendment if the land use authority finds that:
- (a) there is good cause for the vacation or amendment; and

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- (b) no public street or municipal utility easement has been vacated or amended.
- (7) (a) The city shall ensure that the amended plat showing the vacation or amendment is recorded in the office of the county recorder. The owner filing the petition for subdivision amendment shall pay all fees associated with the recording.
- (b) If the amended plat is approved and recorded in accordance with this section, the recorded plat shall vacate, supersede, and replace any contrary provision in a previously recorded plat of the same land.
- (8) (a) Notwithstanding any provision of this chapter to the contrary, the city council may vacate a subdivision or a portion of a subdivision by recording in the county recorder's office an ordinance describing the subdivision or the portion being vacated.
- (b) The recorded vacating ordinance shall replace a previously recorded plat described in the vacating ordinance.
- (9) An amended plat may not be submitted to the county recorder for recording unless it is:
- (a) signed by the land use authority; and
 - (b) signed, acknowledged, and dedicated by each owner of record of the portion of the plat that is amended.
- (10) A management committee may sign and dedicate an amended plat as provided in Title 57, Chapter 8, of the Utah Code, as amended.
- (11) A plat may be corrected as provided in Section 57-3-106 of the Utah Code, as amended.

ALPINE CITY ORDINANCE 2024-06

AN ORDINANCE AMENDING SECTION 3.31, 4.04, AND 4.06 OF THE ALPINE DEVELOPMENT CODE RELATED TO BOUNDARY LINE ADJUSTMENTS.

WHEREAS, the Alpine City Planning Commission has reviewed proposed amendments to sections 3.31, 4.04, and 4.06 of the Alpine Development Code and held a public hearing on February 6th, 2024, pertaining to the proposed amendments;

WHEREAS, on February 6th, 2024, the Planning Commission made a favorable recommendation of the proposed amendments to sections 3.31, 4.04, and 4.06 of the Alpine Development Code;

WHEREAS, the Alpine City Council has reviewed the proposed amendments and deems it in the best interest of the health, safety, and welfare of Alpine City and its residents to amend sections 3.31, 4.04, and 4.06 of the Alpine Development Code.

NOW THEREFORE, be it ordained by the City Council of Alpine City, Utah, as follows:

3.31 Property Boundary Adjustments

3.31.010 Definitions

3.31.020 Parcel Boundary Adjustments

3.31.030 Lot Line Adjustments (without Subdivision Amendment)

3.31.040 Boundary Line Agreements

3.31.050 Subdivision Amendments

3.31.010 Definitions

For purposes of this chapter, the following terms have the following meanings:

“Lot” means a tract of land, regardless of any label, that is created by and shown on a subdivision plat that has been recorded in the office of the county recorder.

(a) “Lot line adjustment” means a relocation of a lot line boundary between adjoining lots or between a lot and adjoining parcels in accordance with Section [10-9a-608](#) of the Utah Code, as amended:

- (i) whether or not the lots are located in the same subdivision; and
- (ii) with the consent of the owners of record.

(b) “Lot line adjustment” does not mean a new boundary line that:

- (i) creates an additional lot; or

(ii) constitutes a subdivision or a subdivision amendment.

(c) “Lot line adjustment” does not include a boundary line adjustment made by the Utah Department of Transportation.

“Parcel” means any real property that is not a lot.

(a) “Parcel boundary adjustment” means a recorded agreement between owners of adjoining parcels adjusting the mutual boundary, either by deed or by a boundary line agreement in accordance with Section [10-9a-524](#), if no additional parcel is created and:

(i) none of the property identified in the agreement is a lot; or

(ii) the adjustment is to the boundaries of a single person’s parcels.

(b) “Parcel boundary adjustment” does not mean an adjustment of a parcel boundary line that:

(i) creates an additional parcel; or

(ii) constitutes a subdivision.

(c) “Parcel boundary adjustment” does not include a boundary line adjustment made by the Utah Department of Transportation.

“Plat” means an instrument subdividing property into lots as depicted on a map or other graphical representation of lands that a licensed professional land surveyor makes and prepares in accordance with Section 10-9a-603 or 57-8-13 of the Utah Code.

“Record of survey map” means a map of a survey of land prepared in accordance with Section 10-9a-603, 17-23-17, 17-27a-603, or 57-8-13 of the Utah Code.

(a) “Subdivision” means any land that is divided, resubdivided, or proposed to be divided into two or more lots or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development either on the installment plan or upon any and all other plans, terms, and conditions.

(b) “Subdivision” includes:

(i) the division or development of land, whether by deed, metes and bounds description, devise and testacy, map, plat, or other recorded instrument, regardless of whether the division includes all or a portion of a parcel or lot; and

(ii) except as provided in subsection (c), divisions of land for residential and nonresidential uses, including land used or to be used for commercial, agricultural, and industrial purposes.

(c) “Subdivision” does not include:

- (i) a bona fide division or partition of agricultural land for the purpose of joining one of the resulting separate parcels to a contiguous parcel of unsubdivided agricultural land, if neither the resulting combined parcel nor the parcel remaining from the division or partition violates an applicable land use ordinance;
 - (ii) a boundary line agreement recorded with the county recorder’s office between owners of adjoining parcels adjusting the mutual boundary in accordance with Section [10-9a-524](#) if no new parcel is created;
 - (iii) a recorded document, executed by the owner of record:
 - (A) revising the legal descriptions of multiple parcels into one legal description encompassing all such parcels; or
 - (B) joining a lot to a parcel;
 - (iv) a boundary line agreement between owners of adjoining subdivided properties adjusting the mutual lot line boundary in accordance with Sections [10-9a-524](#) and [10-9a-608](#) of the Utah Code if:
 - (A) no new dwelling lot or housing unit will result from the adjustment; and
 - (B) the adjustment will not violate any applicable land use ordinance;
 - (v) a bona fide division of land by deed or other instrument if the deed or other instrument states in writing that the division:
 - (A) is in anticipation of future land use approvals on the parcel or parcels;
 - (B) does not confer any land use approvals; and
 - (C) has not been approved by the land use authority;
 - (vi) a parcel boundary adjustment;
 - (vii) a lot line adjustment;
 - (viii) a road, street, or highway dedication plat;
 - (ix) a deed or easement for a road, street, or highway purpose; or
 - (x) any other division of land authorized by law.
- (a) “Subdivision amendment” means an amendment to a recorded subdivision in accordance with Section [10-9a-608](#) of the Utah Code and DCA § 4.06.040, as amended, that:

- (i) vacates all or a portion of the subdivision;
 - (ii) alters the outside boundary of the subdivision;
 - (iii) changes the number of lots within the subdivision;
 - (iv) alters a public right-of-way, a public easement, or public infrastructure within the subdivision;
or
 - (v) alters a common area or other common amenity within the subdivision.
- (b) “Subdivision amendment” does not include a lot line adjustment, between a single lot and an adjoining lot or parcel, that alters the outside boundary of the subdivision.

3.31.020 Parcel Boundary Adjustments

- A. To make a parcel boundary adjustment, a property owner shall record in the county recorder’s office a quitclaim deed or boundary line agreement executing the parcel boundary adjustment.
- B. A parcel boundary adjustment is not subject to review of the city’s land use authority unless one or more of the parcels includes a dwelling.
- C. If one or more of the parcels subject to a parcel boundary adjustment includes a dwelling, the property owner shall submit the quitclaim deed or boundary line agreement to the city for review and approval before executing the quitclaim deed or boundary line agreement. The city planner and city engineer shall serve as the land use authority for purposes of reviewing the parcel boundary adjustment.
 - 1. The city shall approve the parcel boundary adjustment if the land use authority determines that the dwelling and parcel, as adjusted, comply with the city’s general plan and land use regulations.
 - 2. Subject to Subsections C.3 and D, the city will complete its review of parcel boundary adjustment involving a dwelling within 14 days after the property owner submits the quitclaim deed or boundary line agreement for review (the “*Review Period*”).
 - 3. If, upon review under this Subsection C, the city determines that the quitclaim deed or boundary line agreement is deficient or if the city requires additional information to approve the parcel boundary adjustment, the city, within the Review Period, will send written notice to the property owner that:
 - a. describes the specific deficiency or additional information the city requires to approve the boundary line agreement; and
 - b. states that the city will approve the parcel boundary adjustment upon the property owner’s correction of the deficiency or submission of the additional information.
 - 4. Subject to Subsections C.3 and D, if, upon review under this Subsection C, the city approves the parcel boundary adjustment, the city will send written notice of approval to the property owner within the Review Period.
- D. Notwithstanding Subsection C, if a parcel boundary adjustment involves a change of use, zone change, or land use regulation text change, the city council will serve as land use

authority for any such change, and the change will require a public hearing, planning commission recommendation, and city council approval.

3.31.030 Lot Line Adjustments (without Subdivision Amendment)

- A. To make a lot line adjustment, a property owner shall obtain city approval of the lot line adjustment under this chapter and record in the county recorder's office a quitclaim deed or boundary line agreement executing the lot line adjustment.
- B. The owners of record of the properties to be included in a lot line adjustment shall submit to the city a copy of the quitclaim deed or boundary line agreement executing the lot line adjustment, along with a lot line adjustment application and any additional information reasonably required by the city to review the application.
- C. The city planner and city engineer shall serve as land use authority for purposes of reviewing the lot line adjustment application. The land use authority shall approve the lot line adjustment if the lot line adjustment will not result in a violation of any land use regulation.
- D. If a lot line adjustment is approved under this section, the property owner shall record in the county recorder's office (1) a notice of lot line adjustment approval, signed by the land use authority and reciting the legal descriptions of both the original properties and the properties resulting from the exchange of title; and (2) a document of conveyance executing the lot line adjustment.

3.31.040 Boundary Line Agreements

A boundary line agreement between owners of adjoining property that designates the boundary line between the adjoining properties has the effect and is subject to the applicable review process, if any, provided in this chapter and Section 10-9a-524 of the Utah Code, as amended. If any of the property subject to a boundary line agreement is a lot, the property owners shall prepare and submit to the city for review and approval an amended plat before executing the boundary line agreement.

3.31.050 Subdivision Amendments

Any boundary line agreement, deed, or other property boundary adjustment constituting a subdivision amendment under this chapter or state law is subject to the review and approval process provided in Sections 4.04.100 and 4.06.040 of the Alpine Development Code and Sections 10-9a-608 and 10-9a-609 of the Utah Code, as amended.

4.04.100 Amendments to Recorded Plats; Vacation of Public Street

- 1. The Land Use Authority designated in **Section 4.04.010**, may consider any proposed vacation, alteration, or amendment of a recorded subdivision plat, any portion of a recorded subdivision plat, or any road or lot contained in a recorded subdivision plat by complying with all of the requirements for amending a subdivision, or vacating a public street **under Section 4.06.040 of the Alpine Development Code and Sections 10-9a-608, 10-9a-609, and 10-9a-609.5 (as applicable)** of the Utah Code, (as amended).

[In the fourth line of subsection 3, replace “as outlined in 4.04.010” with “designated in Section 4.04.010.” In the second line of subsection 4, replace “outlined in 4.04.010” with “designated in Section 4.04.010.”]

4.04.110 Property Boundary Adjustments; Boundary Line Agreements

1. Property boundary adjustments, including parcel boundary adjustments, lot line adjustments, and boundary line agreements, shall follow the process identified in **Chapter 3.31 of the Alpine Development Code and Sections 10-9a-523 and 10-9a-524** of the Utah State Code, (as amended).
2. When subject to review by the Land Use Authority **designated** in **Section 4.04.010**.
3. Poorly drawn or illegible plans shall be sufficient cause for rejection. The lack of any information required by **Chapter 3.31 of the Alpine Development Code**, this title, or **Sections 10-9a-523 and 10-9a-524 of the Utah Code**, (as amended), shall be cause.

In the second line of subsection 5, replace “outlined in 4.04.010” with “designated in Section 4.04.010.”

4.06.040 Subdivision Amendments

- (1) (a) A fee owner of land in a subdivision, as shown on the last county assessment roll, may file a written petition with the city to request a subdivision amendment. The owner will pay the associated fee as provided in the current fee schedule and provide all additional information required under Section 4.04.100 of the Alpine Development Code. The petition will be reviewed and the designated land use authority will be as provided in Section 4.04.010 of the Alpine Development Code.
- (b) Upon filing a written petition to request a subdivision amendment under Subsection (1)(a), the owner shall prepare and, if approved by the land use authority, record a plat in accordance with Section 4.06.030 that:
 - (i) depicts only the portion of the subdivision that is proposed to be amended;
 - (ii) includes a plat name distinguishing the amended plat from the original plat;
 - (iii) describes the differences between the amended plat and the original plat; and
 - (iv) includes references to the original plat.
- (c) The city will provide notice of the petition by mail, email, or other effective means to each affected entity that provides a service to an owner of record of the portion of the plat that is being vacated or amended at least 10 calendar days before the land use authority may approve the petition for a subdivision amendment.
- (d) The land use authority will hold a public hearing on the petition within 45 days after the the petition is filed if:
 - (i) any owner within the plat notifies the city in writing of the owner’s objection within 10 days of mailed notification; or

- (ii) a public hearing is required because all owners in the subdivision have not signed the revised plat.
 - (e) The land use authority may not approve a petition for a subdivision amendment under this section unless the amendment identifies and preserves any easements owned by a culinary water authority and sanitary sewer authority for existing facilities located within the subdivision.
- (2) The public hearing requirement of Subsection (1)(d) does not apply, and the land use authority may consider at a public meeting the petition for subdivision amendment if:
- (a) the petition seeks to:
 - (i) join two or more of the petitioner's contiguous lots;
 - (ii) subdivide one or more of the petitioner's lots, if the subdivision will not result in a violation of a land use ordinance or a development condition;
 - (iii) adjust the lot lines of adjoining lots or between a lot and an adjoining parcel if the fee owners of each of the adjoining properties join in the petition, regardless of whether the properties are located in the same subdivision;
 - (iv) on a lot owned by the petitioner, adjust an internal lot restriction imposed by the city or other local political subdivision; or
 - (v) alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not:
 - (A) owned by the petitioner; or
 - (B) designated as a common area; and
 - (b) notice has been given to adjoining property owners in accordance with Chapter 2.04 of the Alpine Development Code.
- (3) A petition under Subsection (1)(a) that contains a request to amend a public street or municipal utility easement is also subject to Section 10-9a-609.5 of the Utah Code, as amended.
- (4) A petition under Subsection (1)(a) that contains a request to amend an entire plat or a portion of a plat shall include:
- (a) the name and address of each owner of record of the land contained in the entire plat or on that portion of the plat described in the petition; and
 - (b) the signature of each owner described in Subsection (4)(a) who consents to the petition.
- (5) (a) The name of a recorded subdivision may be changed by recording an amended plat making that change, as provided in this section and subject to Subsection (5)(c).
- (b) The surveyor preparing the amended plat shall certify that the surveyor:
- (i) holds a license in accordance with Title 58, Chapter 22, of the Utah Code, as amended;
 - (ii) (A) has completed a survey of the property described on the plat in accordance with Section 17-23-17 of the Utah Code and has verified all measurements; or

- (B) has referenced a record of survey map of the existing property boundaries shown on the plat and verified the locations of the boundaries; and
- (iii) has placed monuments as represented on the plat.
- (c) An owner of land may not submit for recording an amended plat that gives the subdivision described in the amended plat the same name as a subdivision in a plat already recorded in the county recorder's office.
- (d) Except as provided in Subsection (5)(a), the recording of a declaration or other document that purports to change the name of a recorded plat is void.
- (6) The land use authority may approve the vacation or amendment of a plat by signing an amended plat showing the vacation or amendment if the land use authority finds that:
 - (a) there is good cause for the vacation or amendment; and
 - (b) no public street or municipal utility easement has been vacated or amended.
- (7) (a) The city shall ensure that the amended plat showing the vacation or amendment is recorded in the office of the county recorder. The owner filing the petition for subdivision amendment shall pay all fees associated with the recording.
 - (b) If the amended plat is approved and recorded in accordance with this section, the recorded plat shall vacate, supersede, and replace any contrary provision in a previously recorded plat of the same land.
- (8) (a) Notwithstanding any provision of this chapter to the contrary, the city council may vacate a subdivision or a portion of a subdivision by recording in the county recorder's office an ordinance describing the subdivision or the portion being vacated.
 - (b) The recorded vacating ordinance shall replace a previously recorded plat described in the vacating ordinance.
- (9) An amended plat may not be submitted to the county recorder for recording unless it is:
 - (a) signed by the land use authority; and
 - (b) signed, acknowledged, and dedicated by each owner of record of the portion of the plat that is amended.
- (10) A management committee may sign and dedicate an amended plat as provided in Title 57, Chapter 8, of the Utah Code, as amended.
- (11) A plat may be corrected as provided in Section 57-3-106 of the Utah Code, as amended.

PASSED AND ADOPTED BY THE ALPINE CITY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Chrissy Hannemann	_____	_____	_____	_____
Jason Thelin	_____	_____	_____	_____
Jessica Smuin	_____	_____	_____	_____
Brent Rummeler	_____	_____	_____	_____
Kelli Law	_____	_____	_____	_____

Presiding Officer

Attest

Carla Merrill, Mayor, Alpine City

DeAnn Parry, City Recorder, Alpine City

ALPINE CITY COUNCIL AGENDA

SUBJECT: Award of Contract: Lambert Park Bonneville Shoreline Trail Connector Project

FOR CONSIDERATION ON: February 13, 2023

PETITIONER: City Staff

ACTION REQUESTED BY PETITIONER: Award Contract for BST Trail Project

BACKGROUND INFORMATION:

In 2022, the City applied for and was awarded a grant in the amount of \$76,925.75 through the Utah Outdoor Recreation Grant program. The plan was to construct an asphalt trail, approximately 8 feet wide, along the north side of Grove Drive from the intersection of Grove Drive and Katherine Way east to the Dry Creek crossing. The Grove Drive Realignment Project included a similar asphalt trail from the Dry Creek crossing to the entrance of the Bowery. When completed, this project would provide an all-weather walking/biking path in an area that doesn't have any sidewalk or dedicated pedestrian path. It would also complete a connection between Lambert Park and the open space and trails in The Ridge at Alpine and Three Falls. The City has until May 19, 2024, to construct the trail, unless an extension is granted.

After staff gave the project a close review, it was realized that the design was more complicated than originally anticipated and more expensive. The City Council approved a contract with Wilding Engineering at the October 24, 2023, City Council meeting to design the project in more detail. As the design progressed, city staff presented updates to the City Council including the impact to each property involved. The affected residents were also involved. The design was completed and the project was advertised for competitive bid. Bids were recently opened. The low bidder on the project was Sunset Mountain Machinery LC with a total bid price of \$217,637.41. This company was also the low bidder on the Grove Drive Realignment and Burgess Park Trail Rehabilitation Projects which were successfully completed last fall. Attached is a bid tab and recommendation from City Engineer Jed Muhlestein, P.E.

As part of the design process, we did some value engineering to reduce costs. The following changes were made:

- Narrowed the trail in front of the Gregory residence to reduce expense on landscape repair. (~\$40k savings)
- Shifted the trail away from the Bening residence which reduced landscape repair as well as eliminated the need to replace almost all of their driveway. (~\$30k savings)
- Changed grading to eliminate some storm drain sumps. (~\$30k savings)
- Modified a couple other minor things such as narrowing the trail from the Gregory residence to the intersection of Grove Drive and Kathryn Way.

The cost of this project is more expensive than originally anticipated. However, staff recommends that the project be completed all at once rather than in phases. With this area not having any sidewalk, this is a key connection between recreation areas and other parts of the City. The Grove Drive Realignment Project finished up under budget, with the excess funds that were budgeted being available for funding the additional \$63,785.91 needed to complete this project. The project is required to be completed prior to the grant due date this spring.

STAFF RECOMMENDATION:

Review the bids for the Lambert Park Bonneville Shoreline Connector Project and award the project to Sunset Mountain Machinery LC in the amount of \$217,637.41.

SAMPLE MOTION TO APPROVE:

I move to approve the award of the Lambert Park Bonneville Shoreline Connector Project to Sunset Mountain Machinery LC in the amount of \$217,637.41.

SAMPLE MOTION TO APPROVE WITH CONDITIONS:

I move to approve the award of the Lambert Park Bonneville Shoreline Connector Project to Sunset Mountain Machinery LC in the amount of \$217,637.41 with the following conditions:

****insert finding****

SAMPLE MOTION TO TABLE/DENY:

I move to table/deny the proposed project based on the following:

****insert finding****

Memo



To: Alpine City Council
From: Jed Muhlestein, P.E. *JM*
City Engineer
Date: February 7, 2024
Subject: Lambert Park Bonneville Shoreline Trail Connector Project Award
Recommendation

City Council:

The low bidder for the **Lambert Park Bonneville Shoreline Trail Connector Project** was **Sunset Mountain Machinery LC** (aka: SMM) with a Total Base Bid of **\$217,637.41**. SMM was spoken highly of as we went through their reference list. They recently completed the Grove Drive Realignment and Burgess Park Trail Rehabilitation projects for the City in 2023 and did a great job. I recommend the project be awarded to SMM for a total of \$217,637.41.

Attached is a copy of the Bid Tab and Notice of Award for execution if the City Council so chooses to award this project to SMM.

Alpine City Engineering
20 North Main • Alpine, Utah 84004
Phone/Fax: (801) 763-9862
E-mail: jed@alpinecity.org



BID TABULATION RESULTS

LAMBERT PARK BONNEVILLE SHORELINE TRAIL CONNECTOR PROJECT
20 North Main Street
Alpine, UT 84004
Bid Opening: 2/6/2024
Time: 5:00 PM

Table listing Base Bid Contractors and their amounts: Black Forest Paving (\$252,714.45), CKC Operations LLC (\$684,796.08), etc.

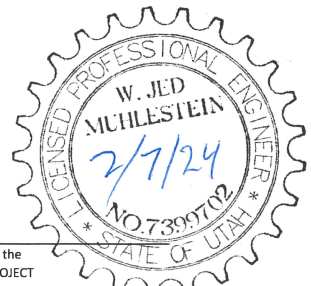
LOW BIDDER

Table listing Bidder 1 through Bidder 6 and their respective contractors.

Main bid tabulation table with columns for Item No., Description, Quantity, Units, Unit Price, Total Amount, and columns for Bidders 1-6.

Continuation of bid tabulation table with columns for Bidders 7-11 and an AVERAGE column.

* Denotes mathematical error on bid, correct numbers are shown



I hereby certify that this is a true and correct Bid Tabulation for the LAMBERT PARK BONNEVILLE SHORELINE TRAIL CONNECTOR PROJECT

DOCUMENT 00360

NOTICE OF AWARD

To: SMM Excavation
11038 Highland Blvd Suite 100
Highland, UT 84003

PROJECT Description: **Lambert Park Bonneville Shoreline Trail Connector Project**

The OWNER has considered the BID submitted by you for the above described WORK in response to its Invitation to Bid dated **January 16, 2024**, and Information for Bidders.

You are hereby notified that your BID has been accepted for items in the amount of **\$217,637.41**.

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance Bond, Payment Bond, and Certificates of Insurance within ten (10) calendar days from the date of this notice to you.

If you fail to execute said Agreement and to furnish said Bonds within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your Bid Bond. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Award to the OWNER.

Dated this _____ day of _____, 20____.

Owner

ACCEPTANCE OF NOTICE

By Carla Merrill

Receipt of the above NOTICE OF AWARD is hereby acknowledged

Title Mayor

By _____

this the _____ day of _____, 2024.

By _____

Title _____