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Consent Agenda

March 13, 2024 Alta Town Council Meeting

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Alta Town Council



Staff Report

To: Town Council

From: Chris Cawley, Town Manager, Chris Otto, Assistant Town Manager

Re: Consent Agenda Staff Report

Date: March 4, 2024

Attachments:

Civil Code Enforcement – Fee Schedule Update via Resolution 2024-R-09

Following the council's adoption of Town of Alta Ordinance 2024-O-4 "Enacting Title 12 Civil Code Enforcement," staff proposes the council adopt a fee schedule update creating a simple program based on violation classifications, e.g. infractions, class C misdemeanors, and class B misdemeanors. After adopting a fee schedule update, several steps remain before the Town can begin using civil code enforcement, such as retaining an administrative law judge and setting up an administrative program to manage citations, fines, and hearings. We recognize the council may have questions about what specific kinds of violations are classified as class C misdemeanors, etc, and will be prepared in the council meeting with some examples.

Projects Update

Please see updated 2024 Capital Projects Plan and summary attachments

Utility Master Planning: Following several meetings with Keith Hansen and Kasey Carpenter of Salt Lake County Service Area #3, we have developed a draft request for proposals and scope of work for a drinking water and wastewater systems master planning project. The scope is intended to provide space for respondents to an RFP to propose alternative approaches to meeting our project goals, and we assume we'll continue working with SLCO SA #3 and Keith to refine it further. The scope includes the following elements:

- Update 2014 hydraulic model
- Analyze existing infrastructure to identify deficiencies
- Evaluate potential "buildout" and determine capacity of existing system to meet that condition
- Develop prioritized capital improvement plan for maintenance and system improvements with cost estimates
 - Update estimates for capital improvements proposed in 2014 water system study

Facilities Master Plan: We are corresponding with architects and other local governments about facilities planning. We assume a scope of work will include facility condition assessments and deficiency reports, priority facility improvement recommendations, future facility needs visioning and planning, and preliminary replacement facility programming and cost estimates.

We are prioritizing completing and posting a water and sewer planning RFP before focusing on a facilities master plan scope of work.

Security Camera Project: Installation has been delayed due to weather and is 50% completed.

Town Shuttle Program

The Town Shuttle Program continues to be heavily utilized and to grow in popularity. Alta Shuttle reports the program is operating smoothly. Ridership numbers as of March 1 are shown below. Also shown below is a report on the Town’s collection of contributions to the 23-24 program. As of March 6, the Town has collected \$221,081.23, including the \$26,470 the Town budgeted to contribute. This leaves us short roughly \$9000 to operate the program. If the Town cannot collect additional contributions the program may be cut short. The plan has been for all three services to run until April 14th.

23-24 Shuttle Program Ridership				
Month	Town Shuttle	Resort Shuttle	Night Shuttle	Total
December (partial month)	3762	2568	334	6664
January	6188	4663	2490	11807
February	7642	5539	1489	14670
March				
April				
Total				33141
Previous season to date				29065

Contribution Accounting	
Anticipated Total Cost	\$ 230,470.00
Total Pledges	\$ 225,229.35
Collected Contributions	\$ 221,081.35
Outstanding Contributions	\$ 4,148.00

Alta Planning Commission

The Alta Planning Commission met on February 27. The agenda included a presentation by Meg Ryan of the Utah League of Cities and Towns on planning commission roles and responsibilities. Meg provided some very helpful slides which can be found [here](#). The agenda also included a presentation by UDOT on the right-of-way easement for SR-210. [Click here](#) to view a map showing the easement and the boundaries of parcels under Town of Alta buildings and commercial properties in the center of town along SR-210. Finally, the commission adopted a 2024 meeting schedule. The commission decided to shift their monthly meeting to the fourth Wednesday from the third Tuesday; [click here](#) to see the schedule.

The March meeting of the Alta Planning Commission will tentatively include a discussion of an upcoming project to update the Town of Alta Subdivision Ordinance. Under a state law passed in 2023, the Town has until December 31st 2024 to update our ordinance. The state legislature provided funding for municipalities to hire consultants to prepare the updates, so there will be no cost to the town other than staff time and some amount of legal fees to coordinate with the

consultant and prepare for commission and town council meetings. Ultimately, the planning commission will recommend an updated subdivision ordinance to the council for final adoption.

2024 Utah Legislative Session

Some of the bills Utah municipalities were concerned about did not pass or were amended substantially enough not to be considered urgent problems for cities and towns. One bill that did pass, was SB091, which will require the Town of Alta to hold a public hearing to propose compensation increases for specified municipal officers. SB091 has not yet been signed by the governor. The definition of “executive municipal officer” could apply to all Town administrative staff as well as the town marshal. We will pass along a more comprehensive summary next month.

Alta Town Council



Staff Report:

March 13, 2024

To: Town Council

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

Date Written: March 6, 2024

Town Clerk – Jen

- Sales tax numbers look good, we just received December's numbers and are ~\$15k ahead of last year.
- Worked with Cawley on the Budget Committee Charter and staff report
- Worked with Mike Swallow / technology.net to update the wage study framework to include FY24 wages and bring in updated comparables (UPD etc.).
- Completed Records Officer Annual training with State Archives
- Preparation for the FY25 budget cycle.
 - Preparation of the Fraud Risk Assessment. I've shared a copy of the almost complete assessment in this consent agenda. I am waiting for a couple Council members to complete the State Auditor Introductory Training for Municipal Officials (needs to be completed within four years of each appointment or election in order to receive full points on question 5) and then assessment can be finalized and submitted to the State for FY 24.

Deputy Town Clerk - Molly

- Council Meeting Dog License Reporting: Temporary dog licenses issued with a start date between 2/8/2024 – 3/6/2024
 - Petzold, Tricia (14 days) 2/14/2024
 - MacDonald, Kevin (17 days) 2/16/2024
 - Purcell, Bradley (8 days) 2/18/2024
 - DeSoto, Keri (6 days) 2/22/2024
 - MacLean, Brooke (30 days) 3/1/2024
 - Lommele, Scott (30 days) 3/1/2024
 - Ray, Rebecca (14 days) 3/4/2024
- 2024-R-8 Dog License Class Allocation –After completing the renewal process for the annual dog license tags at the end of February, we had a total of 5 licenses forfeited in the following classes: Class A (3), Class B (1), Class C (1). Staff is recommending that the council re-allocate those available licenses to the following classes: Class A (3) and Class B (2).

Alta Justice Court - Molly

- The Alta Justice Court is in operation. Court is held monthly in a virtual setting.
 - Next court date – Thursday, March 21 at 5:30 PM
- Continued training for Court Clerk Certification
- Upcoming: Annual Justice Court Clerk Conference March 28 – 29, 2024

Department Incident Activity Report

Date Reported: **02/01/2024 - 02/29/2024** | Show Subclasses: **True**



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

Classification	Events Rptd	Unfounded	Actual	Clr Arrest	Clr Exception	Clr Juveniles	Total Clr	Percent Clr
ALARM	1	0	1	0	0	0	0	0.0
Fire Alarm	1	0	1	0	0	0	0	0.0
AVALANCHE	8	0	8	0	0	0	0	0.0
CONTROL	8	0	8	0	0	0	0	0.0
CONTROLLED SUBSTANCE	1	0	1	1	0	0	1	100.0
Narcotic Equipment, Possession	1	0	1	1	0	0	1	100.0
DEATH	1	0	1	0	0	0	0	0.0
INVESTIGATION	1	0	1	0	0	0	0	0.0
HARASSMENT	2	0	2	0	0	0	0	0.0
Electronic Communication	1	0	1	0	0	0	0	0.0
Harassment, Other	1	0	1	0	0	0	0	0.0
HAZARDOUS SITUATION	1	0	1	0	0	0	0	0.0
Gas Leak / Spill	1	0	1	0	0	0	0	0.0
INTERLODGE	8	0	8	1	0	0	1	12.5
HELLGATE-SUPERIOR CLOSURE	4	0	4	0	0	0	0	0.0
TOA CLOSURE	3	0	3	0	0	0	0	0.0
VIOLATION	1	0	1	1	0	0	1	100.0
MEDICAL	4	0	4	0	0	0	0	0.0
EMERGENCY	4	0	4	0	0	0	0	0.0
MOTORIST	32	0	32	0	0	0	0	0.0
ASSIST	32	0	32	0	0	0	0	0.0
PARKING	2	0	2	0	0	0	0	0.0
PROBLEM	2	0	2	0	0	0	0	0.0
PROPERTY	4	0	4	0	0	0	0	0.0
Lost Property	4	0	4	0	0	0	0	0.0
ROAD CLOSURE	9	0	9	0	0	0	0	0.0
HELLGATE-SUPERIOR	5	0	5	0	0	0	0	0.0
SR-210	4	0	4	0	0	0	0	0.0
SKIING	1	0	1	0	0	0	0	0.0
CLOSED AREA	1	0	1	0	0	0	0	0.0
SUSPICIOUS	1	0	1	1	0	0	1	100.0
Suspicious Vehicle	1	0	1	1	0	0	1	100.0
THEFT	8	4	4	0	0	0	0	0.0
Larceny, From Yard/Land	8	4	4	0	0	0	0	0.0
TRAFFIC	4	0	4	0	0	0	0	0.0
VIOLATION	4	0	4	0	0	0	0	0.0
TRAFFIC ACCIDENT	9	0	9	0	0	0	0	0.0
Hit/Run, Vehicle Damg	3	0	3	0	0	0	0	0.0

Traffic Accident, Vehicle Damage	6	0	6	0	0	0	0	0.0	0.0
TRAFFIC PROBLEM	1	0	1	0	0	0	0	0	0.0
Traffic Control	1	0	1	0	0	0	0	0	0.0
VOID	1	1	0	0	0	0	0	0	0.0
CREATED IN ERROR	1	1	0	0	0	0	0	0	0.0
WATERSHED OFFENSE	2	1	1	0	0	0	0	0	0.0
ANIMALS	1	1	0	0	0	0	0	0	0.0
CAMPING	1	0	1	0	0	0	0	0	0.0
WELFARE	1	0	1	0	0	0	0	0	0.0
CHECK	1	0	1	0	0	0	0	0	0.0
Event Totals	101	6	95	3	0	0	0	3	3.2



UNIFIED FIRE AUTHORITY

UFA Report March 2024

Recruit Camp: UFA Camp 57 began their training on February 1st. They are entering their 4th week and have several “firsts” now behind them. The level of fitness required to do this job is eye opening and can be quite a hurdle for some in the beginning. However, we are seeing great physical improvements in our short time with them. We have completed PPE and SCBA confidence drills, apparatus familiarization, driving, and hose management skills. All remaining candidates have successfully completed the confined space maze as well, which has proven to be one of the greatest challenges that they face. They also had their first live-fire experiences last week in the flashover simulation prop. That was followed up with their first interior fire experience during a controlled building construction burn exercise. They're coming together as a group and have been embracing all the new challenges with excitement.

Fire School: The Local 1696 will be holding its annual Fire School 101 on April 12, 6:30 a.m. at the UFA Magna Training Facility. This is a chance for local city officials to experience firsthand what it is like to train to be a firefighter and learn more about the profession in general.

New Apparatus: UFA is receiving six new ambulances in March. Five of these vehicles are mounted on International CV chassis and one on a Ram chassis. All are equipped with 4x4. These new ambulances will help with our canyon responses and will enable our crews to respond more quickly and safely when the traction law is in effect. UFA will also be putting into service three Type 1 engines going to stations 125, 104 and 118. These are equipped with Cummins x12 500hp engines and a 1500 gpm Waterous pump with a 750-gallon water tank.

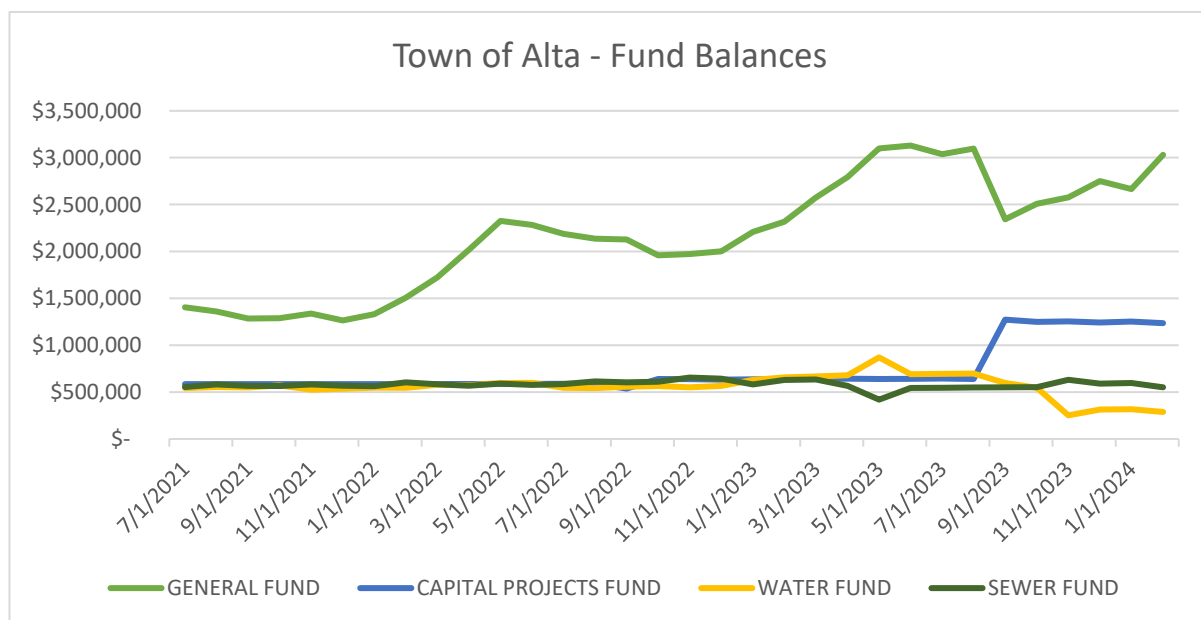
Strategic Plan: After months of planning with both internal and external stakeholders, UFA's Board approved the 2024 to 2026 UFA Strategic Plan on February 20th. This plan guides the decision-making process for every division at UFA on every level. The plan has been approved and adopted by the UFA Boar and can be viewed on UFA's website.

Budget Update: UFA Divisions have submitted their new budget requests to the Chief and conducted a 10% stress test. Divisions will be meeting with the Chief and Finance Division in March to finalize their proposals. In late February UFA staff met with the Benefits and Compensation Committee to discuss initial health insurance and wage data.

CPR Training Reminder: EMS Division is moving our CPR certification course around the service area. The schedule and sign up are available on the UFA Website at <https://unifiedfire.org/classes/cpr-class/>. If any municipalities would like to host a session in the next fiscal year, please let Medical Division Chief Rob Ayres know when and where and we should be able to make it happen.

Town of Alta
Bank Account Balance Summary

Account #	Account	12/31/2023	1/31/2024	2/29/2024
GENERAL FUND				
01-11610	PTIF - General Fund	\$ 2,327,431	\$ 2,238,082	\$ 2,607,095
10-12640	PTIF - C Road Funds (restricted)	\$ 65,980	\$ 69,178	\$ 69,479
10-12690	PTIF - Impact Fee (restricted)	\$ 22,166	\$ 22,373	\$ 22,470
10-12700	PTIF - Beer Fund (restricted)	\$ 31,669	\$ 31,948	\$ 32,087
10-12710	PTIF - Post-Employment (restricted)	\$ 106,914	\$ 107,912	\$ 108,381
01-11110	KeyBank	\$ 193,198	\$ 193,198	\$ 189,703
01-11215	Keybank PO	\$ 1,730	\$ 1,730	\$ 702
Total Fund Balance		\$ 2,749,088	\$ 2,664,420	\$ 3,029,919
CAPITAL PROJECTS FUND				
45-12100	PTIF (restricted)	\$ 1,240,849	\$ 1,252,445	\$ 1,234,816
Total Fund Balance		\$ 1,240,849	\$ 1,252,445	\$ 1,234,816
WATER FUND				
51-11140	PTIF (restricted)	\$ 313,528	\$ 316,290	\$ 288,085
Total Fund Balance		\$ 313,528	\$ 316,290	\$ 288,085
SEWER FUND				
52-11130	PTIF (restricted)	\$ 590,476	\$ 596,092	\$ 551,284
Total Fund Balance		\$ 590,476	\$ 596,092	\$ 551,284



TOWN OF ALTA
 COMBINED CASH INVESTMENT
 FEBRUARY 29, 2024

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHKG-KEY BANK-COMBINED	190,295.29
01-11115	CASH - PAYROLL TAX ACCOUNT	140.81
01-11215	CASH - CONTRACT POST OFFICE	701.91
01-11310	PETTY CASH	50.00
01-11400	RETURNED CHECKS - CLEARING	125.00
01-11610	CASH IN PTIF GENERAL	2,607,095.14
01-11710	CASH CLEARING -AR	(300,913.90)
	TOTAL COMBINED CASH	2,497,494.25
01-10100	TOTAL ALLOCA TO OTHER FUNDS	(2,497,494.25)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	2,417,429.04
45	ALLOCATION TO CAPITAL PROJECT FUND	(628.53)
51	ALLOCATION TO WATER FUND	54,738.11
52	ALLOCATION TO SEWER FUND	25,955.63
	TOTAL ALLOCATIONS TO OTHER FUNDS	2,497,494.25
	ALLOCATION FROM COMBINED CASH FUND - 01-10100	(2,497,494.25)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

TOWN OF ALTA
BALANCE SHEET
FEBRUARY 29, 2024

GENERAL FUND

ASSETS

10-10100	CASH - COMBINED FUND	2,417,429.04	
10-12640	CASH IN PTIF - C ROAD FUND	69,478.92	
10-12690	IMPACT FEE FUND PTIF	22,470.49	
10-12700	BEER TAX FUNDS PTIF	32,087.33	
10-12710	POST EMPLOYMENT BENEFIT PTIF	108,381.49	
10-13110	ACCOUNTS RECEIVABLE	186,590.05	
10-13200	DUE FROM OTHER GOVERNMENTS	73,918.02	
10-13510	TAXES RECEIVABLE - CURRENT	4,811.79	
10-13700	PROP TAX RECEIVABLE - CURRENT	400,165.00	
10-14210	DUE FROM OTHER FUNDS	358,370.00	
	TOTAL ASSETS		3,673,702.13

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE	(480.79)	
10-21500	WAGES PAYABLE	10,860.88	
10-22200	RETIREMENT PAYABLE	2,037.93	
10-22210	FICA PAYABLE	1,264.54	
10-22220	FEDERAL WITHHOLDING PAYABLE	1,621.05	
10-22230	STATE WITHHOLDING PAYABLE	669.97	
10-22500	HEALTH & DENTAL INS PAYABLE	(228.71)	
10-22555	FLEX/CAFETERIA WITHHOLDING	74.73	
10-22600	REVEGETATION DEPOSITS	19,760.00	
10-22700	DEFERRED REVENUE/PROPERTY TAX	400,165.00	
10-22725	EMPLOYEE 401K WITHHOLDING	4,182.30	
10-22755	EMPLOYEE ROTH IRA WITHHOLDING	521.43	
	TOTAL LIABILITIES		440,448.33

FUND EQUITY

10-27515	NONSPENDABLE	14,371.00	
10-27550	C-ROAD FUND RESERVE	10,154.12	
10-27570	RESERVE-POST EMPLOYMENT	30,000.00	
10-27640	ASSIGNED FUND BALANCE	38,574.00	
	UNAPPROPRIATED FUND BALANCE:		
10-29800	BALANCE - BEGINNING OF YEAR	2,737,417.40	
	REVENUE OVER EXPENDITURES - YTD	402,737.28	
	BALANCE - CURRENT DATE	3,140,154.68	
	TOTAL FUND EQUITY		3,233,253.80
	TOTAL LIABILITIES AND EQUITY		3,673,702.13

TOWN OF ALTA
BALANCE SHEET
FEBRUARY 29, 2024

CAPITAL PROJECT FUND

ASSETS

45-10100	CASH - COMBINED FUND	(628.53)	
45-12100	RESTRICT CASH-CAPITAL IMPROVE		1,234,816.12	
				<u>1,234,187.59</u>
	TOTAL ASSETS			<u><u>1,234,187.59</u></u>

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
45-29800	BEGINNING OF YEAR		1,326,841.48	
	REVENUE OVER EXPENDITURES - YTD	(92,653.89)	
				<u>1,234,187.59</u>
	BALANCE - CURRENT DATE			<u>1,234,187.59</u>
	TOTAL FUND EQUITY			<u>1,234,187.59</u>
	TOTAL LIABILITIES AND EQUITY			<u><u>1,234,187.59</u></u>

TOWN OF ALTA
BALANCE SHEET
FEBRUARY 29, 2024

WATER FUND

ASSETS

51-10100	CASH - COMBINED FUND	54,738.11	
51-11140	PTIF CAPITAL ACQUISTION-WATER	288,085.44	
51-13110	ACCOUNTS RECEIVABLE	52,179.29	
51-16310	WATER DISTRIBUTION SYSTEM	2,050,911.46	
51-16320	CONSTRUCTION IN PROCESS	18,040.50	
51-16510	MACHINERY AND EQUIPMENT	17,922.82	
51-17500	ACCUMULATED DEPRECIATION	(1,255,466.52)	
	TOTAL ASSETS		<u>1,226,411.10</u>

LIABILITIES AND EQUITY

LIABILITIES

51-21310	ACCOUNTS PAYABLE	2,288.75	
51-22620	DUE TO OTHER FUNDS - LONGTERM	358,370.00	
	TOTAL LIABILITIES		360,658.75

FUND EQUITY

51-26520	NET INVESTMENT/CAPITOL ASSETS	1,068,497.00	
	UNAPPROPRIATED FUND BALANCE:		
51-29800	UNRESTRICTED NET POSITION	150,913.70	
	REVENUE OVER EXPENDITURES - YTD	(353,658.35)	
	BALANCE - CURRENT DATE	(202,744.65)	
	TOTAL FUND EQUITY		<u>865,752.35</u>
	TOTAL LIABILITIES AND EQUITY		<u>1,226,411.10</u>

TOWN OF ALTA
BALANCE SHEET
FEBRUARY 29, 2024

SEWER FUND

ASSETS

52-10100	CASH - COMBINED FUND		25,955.63
52-11130	PTIF CASH RESTRICTED		551,283.76
52-13110	ACCOUNTS RECEIVABLE		33,831.16
52-16310	SEWER SYSTEM		848,217.93
52-17500	ACCUMULATED DEPRECIATION	(688,145.81)
	TOTAL ASSETS		<u><u>771,142.67</u></u>

LIABILITIES AND EQUITY

LIABILITIES

52-21310	ACCOUNTS PAYABLE	(31.58)
	TOTAL LIABILITIES	(31.58)

FUND EQUITY

52-26520	NET INVESTMENT/CAPITAL ASSESTS		290,453.00
	UNAPPROPRIATED FUND BALANCE:		
52-29800	UNRESTRICTED NET POSITION	464,206.82	
	REVENUE OVER EXPENDITURES - YTD	<u>16,514.43</u>	
	BALANCE - CURRENT DATE		<u>480,721.25</u>
	TOTAL FUND EQUITY		<u>771,174.25</u>
	TOTAL LIABILITIES AND EQUITY		<u><u>771,142.67</u></u>

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24 NOTES Budget
		Prior year	Current year	Approved	Percent	
		YTD Actual	YTD Actual	Budget	of Budget	
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
GENERAL FUND REVENUE						
TAXES						
10-31-100	CURRENT YEAR PROPERTY TAXES	230,114	367,284	400,165	92%	truth in taxation
10-31-101	TAX INCREMENT - CRA	0	0	0	0%	
10-31-200	PRIOR YEAR PROPERTY TAXES	0	5	5,000	0%	
10-31-300	SALES AND USE TAXES	797,738	813,426	1,868,000	44%	sales (1.8M), 0.1% RR (68k)
10-31-310	4th .25 TAX	21,509	21,490	39,200	55%	avg of previous 3 years
10-31-400	ENERGY SALES AND USE TAX	43,242	54,832	85,000	65%	avg of previous 3 years
10-31-410	TELEPHONE USE TAX	3,919	3,849	6,150	63%	avg of previous 3 years
Total TAXES:		1,096,523	1,260,887	2,403,515	52%	
LICENSES AND PERMITS						
10-32-100	BUSINESS LICENSES AND PERMITS	20,461	19,359	20,500	94%	
10-32-150	LIQUOR LICENSES	5,675	5,325	5,800	92%	
10-32-210	BUILDING PERMITS	6,429	9,478	49,000	19%	avg of previous 3 years
10-32-220	PARKING PERMITS	14,375	0	14,000	0%	
10-32-250	ANIMAL LICENSES	13,290	12,765	14,000	91%	
Total LICENSES AND PERMITS:		60,230	46,927	103,300	45%	
INTERGOVERNMENTAL REVENUE						
10-33-100	WFRC MATCHING GRANT	0	0	0	0%	
10-33-200	SALT LAKE CITY	0	0	0	0%	
10-33-275	SLC TRAILS	0	0	0	0%	completed in FY23
10-33-300	COUNTY - COMMUNITY DEVELOPMENT	0	0	0	0%	
10-33-350	COUNTY - TRANSPORTATION	0	0	0	0%	
10-33-375	COUNTY - ZAP	0	0	0	0%	
10-33-400	STATE GRANTS	0	0	0	0%	
10-33-450	FEDERAL GRANTS	0	0	0	0%	
10-33-560	CLASS C" ROAD FUND ALLOTMENT"	9,254	10,175	15,000	68%	
10-33-580	STATE LIQUOR FUND ALLOTMENT	5,073	5,554	5,100	109%	
10-33-600	SISK	0	3,000	3,000	100%	FS help with summer rd patrol
10-33-650	POST OFFICE	14,567	14,567	21,850	67%	
10-33-700	UDOT	0	8,000	8,000	100%	garage storage contract
Total INTERGOVERNMENTAL REVENUE:		28,894	41,295	52,950	78%	0
CHARGES FOR SERVICES						
10-34-240	REVEGETATION BONDS	0	0	2,000	0%	
10-34-430	PLAN CHECK FEES	2,577	5,954	15,000	40%	
10-34-550	PLANNING COMM REVIEW FEES	0	300	300	100%	
10-34-600	GLASS RECYCLING	0	0	0	0%	
10-34-760	FACILITY CENTER USE FEES	0	450	0	0%	
10-34-810	IMPACT FEES	0	0	2,000	0%	
Total CHARGES FOR SERVICES:		2,577	6,704	19,300	35%	0
FINES AND FORFEITURES						
10-35-100	COURT FINES	13,318	9,149	21,000	44%	
Total FINES AND FORFEITURES:		13,318	9,149	21,000	44%	0
MISCELLANEOUS REVENUE						
10-36-100	INTEREST EARNINGS	40,732	94,059	125,000	75%	
10-36-300	OTHER FINANCING SOURCES	0	0	0	0%	
10-36-400	SALE OF FIXED ASSETS	21,700	7,218	16,000	45%	
10-36-620	MISCELLANEOUS	50,000	198,756	249,000	80%	Alta Resort Shuttle (\$65k ACVB, \$50k UTA, \$44k ASL/lodging par
10-36-700	CONTRIB FROM PRIVATE SOURCES	0	0	8,000	0%	ranger program (FOA, ASL)
10-36-800	DONATIONS	0	0	0	0%	
10-36-810	METERING	0	0	12,100	0%	ski areas split, town issues payments
10-36-820	4x4 ENFORCEMENT	0	0	0	0%	
10-36-900	SUNDRY REVENUES	1,665	800	4,000	20%	
10-36-910	SALES TAX	0	649	0	0%	
Total MISCELLANEOUS REVENUE:		114,097	301,483	414,100	73%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
TRANSFERS INTO GENERAL FUND						
10-39-200	USE OF UNRESERVED FUND BALANCE	0	0	0	0%	
10-39-250	USE OF RESERVED FUNDS	0	0	8,250	0%	Post Emp Fund: JHG (trans 10/5/23)
10-39-400	TRANSFERS FROM CAP PROJ FUND	0	0	0	0%	
10-39-410	TRANSFERS FROM IMPACT FUND	0	0	0	0%	
10-39-420	TRANSFERS FROM SEWER FUND	0	0	0	0%	
10-39-430	TRANSFERS FROM WATER FUND	0	0	0	0%	
Total TRANSFERS INTO GENERAL FUND:		0	0	8,250	0%	0
GENERAL FUND Revenue Total:		1,315,639	1,666,445	3,014,165	55%	0
GENERAL FUND Transfer IN Total:		0	0	8,250	0%	0
CASH AVAILABLE FOR GENERAL FUND		1,315,639	1,666,445	3,022,415	55%	0
GENERAL FUND EXPENSES						
LEGISLATIVE						
10-41-110	SALARIES - MAYOR AND COUNCIL	12,000	12,000	18,000	67%	
10-41-120	REMUNERATION	0	0	0	0%	
10-41-130	EMPLOYEE BENEFITS	0	0	100	0%	
10-41-131	EMPLOYER TAXES	954	954	1,500	64%	
10-41-230	TRAVEL	0	0	1,000	0%	
10-41-280	TELECOM	0	0	0	0%	
10-41-330	EDUCATION AND TRAINING	840	615	4,000	15%	
10-41-620	MISCELLANEOUS	27	38	250	15%	
Total LEGISLATIVE:		13,821	13,607	24,850	55%	0
COURT						
10-42-110	SALARIES AND WAGES	9,634	13,911	20,722	67%	Judge and 15% DTC (done)
10-42-130	EMPLOYEE BENEFITS	109	0	125	0%	
10-42-131	EMPLOYER TAXES	740	486	1,825	27%	
10-42-230	TRAVEL	0	114	750	15%	updated
10-42-240	OFFICE SUPPLIES AND EXPENSE	20	21	500	4%	
10-42-280	TELEPHONE	0	0	0	0%	
10-42-310	PROFESSIONAL & TECHNICAL	0	0	100	0%	
10-42-330	EDUCATION & TRAINING	125	250	1,500	17%	2 conferences
10-42-480	INDIGENT DEFENSE SVCS	0	0	2,400	0%	
10-42-481	VICTIM REPARATION SURCHARGE	4,200	2,160	11,000	20%	
10-42-620	MISCELLANEOUS SERVICES	237	170	500	34%	
Total COURT:		15,066	17,113	39,422	43%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
ADMINISTRATIVE						
10-43-110	SALARIES AND WAGES	171,769	134,686	277,469	49%	Interim Manager, No ATA for first Q
10-43-111	PERFORMANCE BONUS	4,600	2,100	4,600	46%	
10-43-130	EMPLOYEE BENEFITS	273	1,133	2,000	57%	
10-43-131	EMPLOYER TAXES	13,432	11,788	22,198	53%	
10-43-132	INSUR BENEFITS	34,541	15,182	78,187	19%	4% increase
10-43-133	URS CONTRIBUTIONS	32,200	21,251	69,000	31%	
10-43-140	TERMINATION BENEFITS	0	8,250	8,250	100%	JHG, special fund
10-43-210	BOOKS, SUBSCRIPT & MEMBERSHIPS	595	2,145	3,500	61%	
10-43-220	PUBLIC NOTICES	0	1,033	2,000	52%	TNT
10-43-230	TRAVEL	497	192	3,000	6%	
10-43-240	OFFICE SUPPLIES AND EXPENSE	1,477	2,475	4,000	62%	
10-43-245	IT SUPPLIES & MAINT	11,027	11,570	20,000	58%	
10-43-250	EQUIPMENT/SUPPLIES & MNTNCE	89	117	4,800	2%	
10-43-255	VEHICLE SUPPLIES & MAINTENANCE	0	0	0	0%	
10-43-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	16	0	0	0%	moved to building maintenance dept
10-43-265	VEHICLE LEASE PAYMENTS	0	0	0	0%	
10-43-270	UTILITIES	0	0	0	0%	
10-43-280	TELEPHONE	2,855	2,551	4,600	55%	
10-43-310	PROFESSIONAL/TECHNICAL/SERVICE	7,315	2,735	10,000	27%	
10-43-315	PROF CONSULTANT SERVICES	0	42,125	65,500	64%	2/3 JHG (other 1/3 water), \$5500 retreat
10-43-320	PROF/TECH/SERVICES/ACCOUNTING	3,848	4,608	10,000	46%	
10-43-325	PROF SERVICES - LEGAL	46,691	20,900	60,000	35%	
10-43-330	EDUCATION & TRAINING	1,799	1,832	3,000	61%	
10-43-350	ELECTIONS	0	2,500	2,500	100%	
10-43-440	BANK CHARGES	1,376	2,631	3,500	75%	
10-43-500	INSURANCE DEDUCTIBLE EXPENSE	0	0	0	0%	
10-43-510	INSURANCE AND SURETY BONDS	4,335	4,299	5,100	84%	
10-43-515	WORKERS COMPENSATION INS	1,339	1,329	2,400	55%	
10-43-610	MISCELLANEOUS SUPPLIES	216	295	1,500	20%	
10-43-620	MISCELLANEOUS SERVICES	13,443	3,334	3,500	95%	
10-43-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total ADMINISTRATIVE:		353,733	301,060	670,604	45%	0
MUNICIPAL BUILDINGS						
10-45-110	SALARIES AND WAGES	4,851	9,744	48,706	20%	exhance project execution
10-45-111	PERFORMANCE BONUS	250	0	250	0%	
10-45-130	EMPLOYEE BENEFITS	20	50	200	25%	
10-45-131	EMPLOYER TAXES	396	774	3,896	20%	
10-45-132	INSUR BENEFITS	0	0	0	0%	
10-45-133	URS CONTRIBUTIONS	221	0	0	0%	
10-45-255	VEHICLE SUPPLIES & MAINTENANCE	58	614	1,000	61%	
10-45-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	2,133	3,874	5,000	77%	
10-45-265	TOM MOORE BLDG/MNTNCE	0	0	0	0%	moved to cap ex for now
10-45-270	UTILITIES	3,125	3,732	4,600	81%	
10-45-510	INSURANCE AND SURETY BONDS	1,084	1,141	2,500	46%	
10-45-610	MISCELLANEOUS SUPPLIES	0	42	500	8%	
10-45-740	CAPITAL OUTLAY-EQUIPMENT	0	0	0	0%	
Total MUNICIPAL BUILDINGS:		12,138	19,972	66,652	30%	0
NON-DEPARTMENTAL						
10-50-330	TOWN EVENTS	0	98	3,500	3%	Canyon clean up
10-50-340	CENTRAL WASATCH COMM / CWC	15,000	15,000	15,000	100%	
10-50-350	SLC COMM RENEWABLE ENERGY PROG	0	0	400	0%	our portion of customer mailer
10-50-610	MISCELLANEOUS SUPPLIES	0	-473	1,200	-39%	
10-50-620	AUDIT	10,000	10,000	10,000	100%	
10-50-640	MISC SERVICES	10	0	1,000	0%	
10-50-650	INSURANCE CLAIMS	0	0	0	0%	
10-50-910	SALES TAX RECEIVED	0	657	0	0%	
Total NON-DEPARTMENTAL:		25,010	25,281	31,100	81%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
TRANSPORTATION						
10-51-325	PROF & TECH SERVICES - LEGAL	2,684	265	5,000	5%	contract renewal parking
10-51-630	WFRC MATCHING GRANT FUNDS	0	0	0	0%	
10-51-631	TRAILHEAD PROJECTS	0	0	0	0%	
10-51-635	MEDIAN	0	0	1,000	0%	
10-51-636	EXPANDED UTA BUS SERVICE	55,000	0	0	0%	
10-51-637	FLAGSTAFF LOT IMPROVEMENTS	0	0	0	0%	
10-51-638	TRAFFIC MANAGEMENT	22	55	5,000	1%	new road signs,
10-51-640	MISCELLANEOUS	0	1,575	0	0%	michigan city road
10-51-645	ALTA RESORT SHUTTLE	9,000	116,044	230,470	50%	\$82k Resort, \$41k Night, \$107k Town
10-51-700	PARKING PERMITS	5,894	-10,538	10,000	-105%	
10-51-810	METERING	0	0	12,100	0%	cost covered by ASL/SB in 10-36-810
Total TRANSPORTATION:		72,600	107,402	263,570	41%	0
PLANNING AND ZONING						
10-53-120	COMMISSION REMUNERATION	0	1,050	2,000	53%	if meet every other month
10-53-220	PUBLIC NOTICES	0	0	250	0%	
10-53-230	TRAVEL	0	0	1,000	0%	
10-53-240	OFFICE SUPPLIES AND EXPENSE	0	0	150	0%	
10-53-310	PROFESSIONAL & TECHNICAL	1,500	0	5,000	0%	
10-53-315	PROF & TECH SERVICES - LAWSUIT	0	0	0	0%	
10-53-325	PROF & TECH SERVICES - LEGAL	3,951	12,346	10,000	123%	
10-53-330	EDUCATION AND TRAINING	0	0	500	0%	
10-53-510	INSURANCE & SURETY BONDS	3,565	3,534	3,800	93%	
10-53-610	MISCELLANEOUS SUPPLIES	0	18	300	6%	
10-53-620	MISCELLANEOUS SERVICES	63	48	300	16%	
Total PLANNING AND ZONING:		9,078	16,995	23,300	73%	0
POLICE DEPARTMENT						
10-54-110	SALARIES AND WAGES	376,611	422,378	768,147	55%	
10-54-111	PERFORMANCE BONUS	11,970	6,375	11,970	53%	
10-54-130	EMPLOYEE BENEFITS	5,418	1,965	15,000	13%	
10-54-131	EMPLOYER TAXES	30,528	32,987	61,450	54%	
10-54-132	INSUR BENEFITS	78,557	80,499	158,000	51%	
10-54-133	URS CONTRIBUTIONS	58,952	59,449	128,200	46%	
10-54-140	TERMINATION BENEFITS	0	0	0	0%	
10-54-210	BOOKS/SUBSCRIP/MEMBERSHIPS	229	332	12,500	3%	taser membership, Lexipol, Axon
10-54-230	TRAVEL	623	90	1,000	9%	
10-54-240	OFFICE SUPPLIES AND EXPENSE	406	292	1,500	19%	
10-54-245	IT SUPPLIES AND MAINT	8,933	9,418	13,500	70%	new desktop
10-54-250	EQUIP/SUPPLIES & MNTNCE	2,250	-224	2,500	-9%	
10-54-255	VEHICLE SUPPLIES & MAINTENANCE	13,736	16,477	25,000	66%	Stalker VMS wireless signal
10-54-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	17,591	14,359	59,500	24%	ring doorbell system \$5k window replacemnt
10-54-265	VEHICLE LEASE PAYMENTS	0	0	0	0%	
10-54-270	UTILITIES	4,934	5,172	8,000	65%	
10-54-280	TELEPHONE	6,767	8,140	8,000	102%	telephone and recorder
10-54-310	PROFESS/TECHNICAL SERVICES	0	0	2,000	0%	
10-54-325	PROF & TECH SERVICES - LEGAL	4,038	3,098	10,000	31%	
10-54-330	EDUCATION AND TRAINING	4,060	4,826	11,500	42%	police 1, armour school, eforce, sexual assault investigations
10-54-470	UNIFORMS	1,440	2,208	4,500	49%	
10-54-480	SPECIAL DEPARTMENT SUPPLIES	205	1,530	12,000	13%	optics conversion 3k, body armour, hand gun purchase, 4 holste
10-54-500	INSURANCE DEDUCTIBLE EXPENSE	0	0	500	0%	
10-54-510	INSURANCE AND SURETY BONDS	12,136	12,147	12,500	97%	
10-54-515	WORKERS COMPENSATION INS	2,683	2,658	5,000	53%	
10-54-610	MISCELLANEOUS SUPPLIES	278	744	47,500	2%	\$45k radios (Net \$0 to Town)
10-54-620	MISCELLANEOUS SERVICES	2,326	1,109	9,500	12%	includes weather forecasting
10-54-740	CAPITAL OUTLAY - EQUIPMENT	7,127	0	0	0%	
10-54-810	METERING	8,100	0	12,000	0%	assuming continue next year
10-54-820	4x4 ENFORCEMENT	0	0	0	0%	
Total POLICE DEPARTMENT:		659,899	686,031	1,401,267	49%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
ECONOMIC DEVELOPMENT						
10-55-230	TRAVEL	0	0	0	0%	
10-55-310	ACVB CONTRIBUTION	0	0	0	0%	
10-55-480	ACVB Matching Grant Funds	0	0	0	0%	
Total ECONOMIC DEVELOPMENT:		0	0	0	0%	0
POST OFFICE						
10-56-110	SALARIES AND WAGES	17,443	17,592	29,249	60%	
10-56-111	PERFORMANCE BONUS	700	500	700	71%	
10-56-130	EMPLOYEE BENEFITS	160	120	300	40%	
10-56-131	EMPLOYER TAXES	1,387	1,438	2,340	61%	
10-56-210	BOOKS/SUBSCRIP/MEMBERSHIPS	0	0	0	0%	
10-56-230	TRAVEL	0	0	100	0%	
10-56-240	OFFICE SUPPLIES & EXPENSE	224	218	400	54%	
10-56-245	IT SUPPLIES AND MAINT	0	18	500	4%	
10-56-250	EQUIP/SUPPLIES AND MNTNCE	721	666	1,000	67%	
10-56-260	BLDGS/GOUNDS-SUPPLIES/MNTNCE	2,346	1,345	2,500	54%	roof patch, shelving improvements
10-56-270	UTILITIES	1,530	1,345	3,000	45%	
10-56-280	TELEPHONE	1,130	878	1,900	46%	
10-56-440	BANK CHARGES - Alta CPO Acct	0	0	0	0%	
10-56-480	SPECIAL DEPARTMENT SUPPLIES	5	0	100	0%	
10-56-510	INSURANCE & SURETY BONDS	594	612	612	100%	
10-56-515	WORKERS COMPENSATION INS	247	246	425	58%	
10-56-620	MISCELLANEOUS SERVICES	42	0	200	0%	
10-56-630	OVERAGE & SHORT	0	0	0	0%	
10-56-635	POST OFFICE INVENTORY	-675	1,439	1,000	144%	
10-56-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total POST OFFICE:		25,855	26,417	44,326	60%	0
FIRE PROTECTION						
10-57-310	PROFESS/TECHNICAL SERVICES	0	0	0	0%	
Total FIRE PROTECTION:		0	0	0	0%	0
BUILDING INSPECTION						
10-58-110	SALARIES AND WAGES	0	0	0	0%	
10-58-120	PLAN CHECKS	1,710	-724	3,500	-21%	
10-58-130	EMPLOYEE BENEFITS	0	0	0	0%	
10-58-210	BOOKS, SUBSCRIPTIONS & MEMBERS	0	0	0	0%	
10-58-230	TRAVEL	0	0	0	0%	
10-58-280	TELEPHONE	0	0	0	0%	
10-58-310	PROFESS/TECHNICAL INSPECTIONS	6,826	7,773	10,000	78%	
10-58-325	PROF SERVICES - LEGAL	420	0	600	0%	
10-58-330	EDUCATION AND TRAINING	0	0	0	0%	
10-58-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
10-58-481	BUILDING PERMIT - SURCHARGES	471	25	500	5%	
10-58-510	INSURANCE & SURETY BONDS	631	757	950	80%	
Total BUILDING INSPECTION:		10,058	7,832	15,550	50%	0
STREETS - C ROADS						
10-60-110	SALARIES AND WAGES	0	0	0	0%	
10-60-130	EMPLOYEE BENEFITS	0	0	0	0%	
10-60-250	EQUIP/SUPPLIES/MNTNCE	0	0	0	0%	
10-60-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0	0	8,000	0%	
10-60-265	FLAGSTAFF LOT PAVING	0	0	0	0%	
10-60-310	PROFESS/TECHNICAL SERVICES	0	12,526	24,000	52%	dust control couldn't happen in FY23
10-60-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
Total STREETS - C ROADS:		0	12,526	32,000	39%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
RECYCLING						
10-62-210	BOOKS/SUBSCRIP/MEMBERSHIPS	0	0	0	0%	
10-62-230	TRAVEL	0	0	0	0%	
10-62-250	EQUIP/SUPPLIES/MNTNCE	0	0	0	0%	
10-62-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	1,114	631	1,500	42%	
10-62-310	CONTRACT SERVICES cardboard	12,901	12,921	28,500	45%	
10-62-315	CONTRACT SERVICES GLASS ONLY	0	0	0	0%	
10-62-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
10-62-610	MISCELLANEOUS SUPPLIES	0	0	300	0%	
Total RECYCLING:		14,015	13,552	30,300	45%	0
HOMELAND SECURITY GRANT						
10-65-110	SALARIES AND WAGES	0	0	0	0%	
10-65-130	EMPLOYEE BENEFITS	0	0	0	0%	
10-65-210	BOOKS, SUBSCRIPT & MEMBERSHIPS	0	0	0	0%	
10-65-250	EQUIP/SUPPLIES/MNTNCE	0	0	0	0%	
10-65-255	VEHICLE SUPPLIES & MAINTENANCE	0	0	0	0%	
10-65-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0	0	0	0%	
10-65-310	PROFESSIONAL & TECHNICAL	0	0	0	0%	
10-65-330	EDUCATION AND TRAINING	0	0	0	0%	
10-65-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
10-65-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total HOMELAND SECURITY GRANT:		0	0	0	0%	0
GIS						
10-66-110	SALARIES AND WAGES	0	0	0	0%	exp moved below, hire consultants
10-66-111	PERFORMANCE BONUS	0	0	0	0%	
10-66-130	EMPLOYEE BENEFITS	0	0	0	0%	
10-66-131	EMPLOYER TAXES	0	0	0	0%	
10-66-240	OFFICE SUPPLIES AND EXPENSE	0	0	500	0%	
10-66-250	EQUIPMENT/SUPPLIES & MNTNCE	0	0	0	0%	
10-66-310	PROFESS/TECHNICAL SERVICES	0	0	2,000	0%	hire consultants for work
10-66-330	EDUCATION AND TRAINING	0	0	0	0%	
10-66-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
10-66-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total GIS:		0	0	2,500	0%	0
SUMMER PROGRAM						
10-70-110	SALARIES AND WAGES	743	1,842	4,965	37%	4% increase
10-70-111	PERFORMANCE BONUS	150	0	150	0%	
10-70-130	EMPLOYEE BENEFITS	40	0	70	0%	
10-70-131	EMPLOYER TAXES	63	216	400	54%	
10-70-250	EQUIP-SUPPLIES/MNTNCE	5,030	3,399	6,000	57%	albion chairs
10-70-255	VEHICLE SUPPLIES & MAINTENANCE	498	445	1,000	45%	
10-70-260	BLDGS/GROUNDS-STORAGE UNIT	0	3,996	5,000	80%	30% increase for storage unit
10-70-265	VEHICLE LEASE PAYMENTS	0	0	0	0%	
10-70-310	PROFESSIONAL & TECHNICAL	0	0	0	0%	
10-70-320	USFS RANGER	0	0	12,000	0%	TOA contributes \$4k net, other \$8k from FOA/SLC
10-70-470	TRAILS	5,996	0	0	0%	
10-70-480	SPECIAL DEPARTMENT SUPPLIES	0	0	100	0%	
10-70-510	INSURANCE AND SURETY BONDS	395	398	400	99%	
10-70-515	WORKERS COMPENSATION INS	0	0	400	0%	
10-70-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total SUMMER PROGRAM:		12,915	10,296	30,485	34%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
IMPACT FEE						
10-72-110	SALARIES AND WAGES	0	0	0	0%	
10-72-130	EMPLOYEE BENEFITS	0	0	0	0%	
10-72-250	EQUIP-SUPPLIES/MNTNCE	0	0	0	0%	
10-72-280	TELEPHONE	0	0	0	0%	
10-72-310	PROFESS/TECHNICAL SERVICES	0	0	0	0%	
10-72-325	PROF & TECH SERVICES - LEGAL	0	0	0	0%	
10-72-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
10-72-620	MISCELLANEOUS SERVICES	0	0	0	0%	
10-72-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total IMPACT:		0	0	0	0%	0
LIBRARY - COMMUNITY CENTER						
10-75-110	SALARIES AND WAGES	0	0	0	0%	covered in BM
10-75-130	EMPLOYEE BENEFITS	0	0	0	0%	
10-75-250	EQUIP-SUPPLIES/MNTNCE	0	0	500	0%	
10-75-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	389	2,476	10,000	25%	
10-75-270	UTILITIES	1,909	1,780	3,600	49%	
10-75-280	TELEPHONE	0	0	0	0%	
10-75-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
10-75-510	INSURANCE & SURETY BONDS	1,427	1,369	1,500	91%	
10-75-620	MISCELLANEOUS SERVICES	0	0	100	0%	
10-75-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total LIBRARY - COMMUNITY CENTER:		3,725	5,625	15,700	36%	0
COMMUNITY DEVELOPMENT						
10-78-110	SALARIES AND WAGES	0	0	0	0%	
10-78-130	EMPLOYEE BENEFITS	0	0	0	0%	
10-78-250	EQUIP-SUPPLIES/MNTNCE	0	0	0	0%	
10-78-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	0	0	0	0%	
10-78-310	PROGRESS/TECHNICAL SERVICES	0	0	0	0%	
10-78-620	MISCELLANEOUS SERVICES	0	0	0	0%	
10-78-740	CAPITAL OUTLAY - EQUIPMENT	0	0	0	0%	
Total COMMUNITY DEVELOPMENT:		0	0	0	0%	0
TRANSFERS OUT OF GENERAL FUND						
10-90-510	TRANSFER TO WATER FUND	0	0	0	0%	
10-90-520	TRANSFER TO SEWER FUND	0	0	0	0%	
10-90-530	TRANSFER TO DEBT SERVICE	0	0	0	0%	
10-90-540	TRANS TO GENERAL FUND RESERVE	0	0	0	0%	
10-90-550	TRANS TO CAPITAL PROJECT FUND	0	0	315,789	0%	
10-90-560	TRANS TO POST EMPLOYMENT FUND	0	0	15,000	0%	done 9/25/23
Total TRANSFERS OUT OF GENERAL FUND:		0	0	330,789	0%	0
GENERAL FUND Expenditure Total:		1,227,911	1,263,708	2,691,626	47%	0
GENERAL FUND TRANSFER OUT Total:		0	0	330,789	0%	0
GENERAL FUND BUDGET		1,227,911	1,263,708	3,022,415	42%	0
GENERAL FUND SUMMARY						
GENERAL FUND Revenue & Transfer IN Total:		1,315,639	1,666,445	3,022,415	55%	0
GENERAL FUND Expenditure & Transfer OUT Total:		1,227,911	1,263,708	3,022,415	42%	0
Net Total GENERAL FUND:		87,729	402,737	0	0%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
CAPITAL PROJECT FUND REVENUE						
INTERGOVERNMENTAL REVENUE						
45-33-400	STATE GRANT	0	0	0	0%	
Total INTERGOVERNMENTAL REVENUE:		0	0	0	0%	0
MISCELLANEOUS REVENUE						
45-36-100	INTEREST	9,489	37,365	40,000	93%	
Total MISCELLANEOUS REVENUE:		9,489	37,365	40,000	93%	0
TRANSFERS INTO CAPITAL PROJECT FUND						
45-39-100	TRANSFER FROM GENERAL FUND	0	0	315,789	0%	
45-39-250	USE OF RESERVED FUNDS	0	0	104,000	0%	
Total TRANSFERS INTO CAPITAL PROJECT FUND:		0	0	419,789	0%	0
CAPITAL PROJECT FUND EXPENSE						
MUNICIPAL BUILDINGS						
45-45-740	TOWN OFFICE	6,332	0	0	0%	
45-45-750	LIBRARY - COMMUNITY CENTER	9,032	0	10,000	0%	tom moore toilet feasibility study
Total EXPENDITURE:		15,364	0	10,000	0%	0
POLICE DEPT						
45-54-741	BUILDINGS	0	14,209	33,000	43%	security cameras 20, inventory closet 13
45-54-742	VEHICLES	0	50,827	61,000	83%	truck 50, ATV 11
45-54-743	EQUIPMENT	0	64,983	115,000	57%	gen 60, consol 15, radio 30, livscn 10
Total EXPENDITURE:		0	130,019	209,000	62%	0
OTHER EXPENDITURES						
45-70-740	SUMMER PROGRAM	0	0	5,000	0%	playground improv
Total EXPENDITURE:		0	0	5,000	0%	0
TRANSFERS OUT OF CAPITAL PROJECTS FUND						
45-90-200	CONTRIB TO FUND BALANCE	0	0	235,789	0%	
45-90-540	TRANS TO GENERAL FUND RESERVE	0	0	0	0%	
Total TRANSFERS OUT OF CAPITAL PROJECTS FUND:		0	0	235,789	0%	0
CAPITAL PROJECT FUND Revenue & Transfer Total:		9,489	37,365	459,789	8%	0
CAPITAL PROJECT FUND Expenditure Total:		15,364	130,019	459,789	28%	0
Net Total CAPITAL PROJECT FUND:		-5,875	-92,654	0	0%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
WATER FUND REVENUE						
CHARGES FOR SERVICES						
51-34-100	WATER SALES	184,985	131,928	286,066	46%	~ 16% increase
51-34-101	WATER SALES - OVERAGE	17,488	11,903	12,076	99%	
51-34-102	WATER SALES - OTHER	14,990	0	10,000	0%	
51-34-200	CONNECTION FEES	0	0	0	0%	
Total CHARGES FOR SERVICES:		217,464	143,831	308,142	47%	0
MISCELLANEOUS REVENUE						
51-36-100	INTEREST EARNINGS	6,403	17,792	20,000	89%	
51-36-200	BOND PROCEEDS	0	0	0	0%	
51-36-300	OTHER FINANCING SOURCES	0	0	0	0%	
51-36-800	DONATIONS	0	0	0	0%	
51-36-810	IMPACT FEES	0	0	0	0%	
51-36-820	AMERICAN RECOVERY ACT	0	0	0	0%	
51-36-900	MISCELLANEOUS	0	0	0	0%	
Total MISCELLANEOUS REVENUE:		6,403	17,792	20,000	89%	0
TRANSFERS INTO WATER FUND						
51-39-100	CONTRIBUTIONS - GENERAL FUND	0	0	0	0%	
51-39-200	USE OF WATER RESERVE/PTIF BAL	0	0	545,997	0%	CapEx and JHG
Total TRANSFERS INTO WATER FUND:		0	0	545,997	0%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
WATER FUND EXPENDITURES						
51-40-110	SALARIES AND WAGES	1,521	9,755	10,000	98%	4% TC, 3% DTC, 5% TM (done)
51-40-111	PERFORMANCE BONUS	100	0	0	0%	
51-40-130	EMPLOYEE BENEFITS	0	0	60	0%	
51-40-131	EMPLOYER TAXES	131	746	385	194%	
51-40-132	INSUR BENEFITS	0	1,206	1,210	100%	
51-40-133	URS CONTRIBUTIONS	0	1,802	890	202%	
51-40-210	BOOKS/SUBSCRIP/MEMBERSHIPS	675	442	700	63%	
51-40-230	TRAVEL	0	0	0	0%	
51-40-240	OFFICE SUPPLIES AND EXPENSE	0	0	0	0%	
51-40-245	IT/ACCTG SOFTWARE SUPPORT	1,333	800	4,000	20%	
51-40-250	EQUIP-SUPPLIES/MNTNCE	57	345	6,000	6%	
51-40-255	VEHCILES-SUPPLIES/MNTNCE	0	0	0	0%	
51-40-260	BLDGS/GROUNDS-SUPPLIES/MNTNCE	1,547	956	3,000	32%	generator maint plan \$932,
51-40-265	VEHICLE LEASE PAYMENTS	0	0	0	0%	
51-40-270	UTILITIES	10,347	8,241	17,000	48%	
51-40-280	TELEPHONE	1,682	1,632	2,400	68%	
51-40-305	WATER COSTS	4,771	5,135	7,500	68%	
51-40-310	PROFESS/TECHNICAL SERVICES	22,990	22,050	65,450	34%	\$45,450 SA3(\$3k/mo base), \$20K JHG
51-40-315	OTHER SERVICES/WATER PROJECTS	0	0	0	0%	
51-40-320	ENGINEERING/WATER PROJECTS	10,344	4,629	31,000	15%	source water protection plan, system study
51-40-325	PROF & TECH SERVICES - LEGAL	2,278	236	3,000	8%	
51-40-330	EDUCATION AND TRAINING	0	0	650	0%	
51-40-475	SUPPLIES/WATER PROJECTS	786	0	0	0%	
51-40-480	SPECIAL DEPARTMENT SUPPLIES	0	0	503	0%	
51-40-490	WATER TESTS	6,463	3,835	12,000	32%	
51-40-495	WATER TREATMENT SUPPLIES	349	18,070	41,000	44%	\$38k media, plus disposal
51-40-510	INSURANCE AND SURETY BONDS	4,970	1,427	5,250	27%	
51-40-515	WORKERS COMPENSATION INS	454	3,977	0	0%	
51-40-610	MISCELLANEOUS SUPPLIES	226	0	500	0%	
51-40-620	MISCELLANEOUS SERVICES	1,512	1,252	4,200	30%	
51-40-630	BAD DEBT EXPENSE	0	0	0	0%	
51-40-650	DEPRECIATION	0	0	58,000	0%	
51-40-740	CAPITAL OUTLAY	56,728	428,747	545,997	79%	\$83k meters, \$20k BC gas line, \$351k peruvian est, \$50k Shrontz Est, \$32k GG line, \$10k GG Com = \$546k
51-40-810	DEBT SERVICE - PRINCIPAL	0	0	0	0%	
51-40-820	DEBT SERVICE - INTEREST	0	0	0	0%	
51-40-830	INFRASTRUCTURE REPLACEMENT	409	0	53,444	0%	
51-40-999	LOSS ON DISPOSAL OF CAP ASSETS	0	0	0	0%	
Total EXPENDITURES:		129,672	515,282	874,139	59%	0
WATER FUND Revenue & Transfer Total:		223,867	161,623	874,139	18%	0
WATER FUND Expenditure Total:		129,672	515,282	874,139	59%	0
Net Total WATER FUND:		94,195	-353,658	0	0%	0

		2022-23 Prior year	2023-24 Current year	2023-24 Approved Budget	2023-24 Percent of Budget	2023-24 NOTES Budget
Account Number	Account Title	YTD Actual	YTD Actual	Budget		
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
SEWER FUND REVENUE						
CHARGES FOR SERVICES						
52-34-100	SEWER SERVICES	103,437	78,692	185,000	43%	
52-34-200	CONNECTION FEES	0	0	0	0%	
Total CHARGES FOR SERVICES:		103,437	78,692	185,000	43%	0
MISCELLANEOUS REVENUE						
52-36-100	INTEREST EARNINGS	8,400	18,175	20,000	91%	
52-36-300	OTHER FINANCING SOURCES	0	0	0	0%	
52-36-900	MISCELLANEOUS	0	0	0	0%	
Total MISCELLANEOUS REVENUE:		8,400	18,175	20,000	91%	0
TRANSFERS INTO SEWER FUND						
52-39-100	CONTRIBUTIONS - GENERAL FUND	0	0	0	0%	
52-39-200	USE OF SEWER RESERVE/PTIF	0	0	8,492	0%	
Total TRANSFERS INTO SEWER FUND:		0	0	8,492	0%	0

Account Number	Account Title	2022-23	2023-24	2023-24	2023-24	2023-24
		Prior year	Current year	Approved	Percent	NOTES
		YTD Actual	YTD Actual	Budget	of Budget	Budget
		2/28/2023	2/29/2024	6/30/2024		6/30/2024
SEWER FUND EXPENDITURES						
52-40-110	SALARIES AND WAGES	1,477	8,132	11,572	70%	2% TC, 3% DTC, 5% TM (done)
52-40-111	PERFORMANCE BONUS	100	0	100	0%	
52-40-130	EMPLOYEE BENEFITS	60	0	120	0%	
52-40-131	EMPLOYER TAXES	127	622	530	117%	
52-40-132	INSUR BENEFITS	0	1,005	1,010	99%	
52-40-133	URS CONTRIBUTIONS	0	1,502	590	255%	
52-40-240	OFFICE SUPPLIES AND EXPENSE	0	0	100	0%	
52-40-245	IT/ACCTG SOFTWARE SUPPORT	1,333	800	4,300	19%	
52-40-250	EQUIP-SUPPLIES/MNTNCE	0	0	215	0%	
52-40-265	VEHICLE LEASE PAYMENTS	0	0	0	0%	
52-40-305	DISPOSAL COSTS	39,730	64,076	135,000	47%	
52-40-310	PROFESS/TECHNICAL SERVICES	0	0	30,000	0%	\$4500 sewer operator, \$25.5k sewer study
52-40-325	PROF & TECH SERVICES - LEGAL	0	0	1,000	0%	
52-40-480	SPECIAL DEPARTMENT SUPPLIES	0	0	0	0%	
52-40-510	INSURANCE AND SURETY BONDS	3,282	3,282	4,000	82%	
52-40-515	WORKERS COMPENSATION INS	247	246	400	62%	
52-40-610	MISCELLANEOUS SUPPLIES	0	0	300	0%	
52-40-620	MISCELLANEOUS SERVICES	5,257	688	2,150	32%	
52-40-630	BAD DEBT EXPENSE	0	0	0	0%	
52-40-650	DEPRECIATION	0	0	22,105	0%	
52-40-740	CAPITAL OUTLAY	0	0	0	0%	
52-40-810	DEBT SERVICE - PRINCIPAL	0	0	0	0%	
52-40-820	DEBT SERVICE - INTEREST	0	0	0	0%	
52-40-830	INFRASTRUCTURE REPLACEMENT	0	0	0	0%	
52-40-910	TRANSFERS TO OTHER FUNDS	0	0	0	0%	
52-40-999	LOSS ON DISPOSAL OF CAP ASSETS	0	0	0	0%	
Total EXPENDITURES:		51,614	80,353	213,492	38%	0
SEWER FUND Revenue & Transfers Total:		111,837	96,867	213,492	45%	0
SEWER FUND Expenditure Total:		51,614	80,353	213,492	38%	0
Net Total SEWER FUND:		60,223	16,514	0	0%	0
NET "GRAND" TOTAL - ALL 4 FUNDS BUDGET MUST = Zero		236,272	-27,061	0	0%	0

Combined Capital Project Budget / Account Balances - Summary by Fund

PROJECT BUDGET EXPENSE TOTALS	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	Future / Unknown date
Capital Projects Fund Plan	\$ 224,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,202,000
Water	\$ 543,997	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer	\$ 25,500		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Spend	\$ 793,497	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,202,000

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

FY 2024 Capital Project Plan Summary

Capital Projects Fund - Projects	Budget	YTD: 2/29/2024	Status
Alta Central Generator	\$ 60,000	\$ 64,238	Complete
New AMO Truck	\$ 50,000	\$ 38,978	Complete
Marshals Office Phase 2 Radio upgrade	\$ 30,000	\$ 745	
Marshals Office Inventory Management	\$ 20,000	\$ 14,188	Complete, awaiting final invoice
Alta Central Dispatch Console Upgrade	\$ 15,000	\$ -	On hold pending VECC transition to comp. aided dispatch
Marshals Office Security Cameras	\$ 13,000	\$ 21	Installing
New AMO ATV	\$ 11,000	\$ 11,849	Complete
Tom Moore Historic Structure Feasibilit	\$ 10,000	\$ -	Scoping "historic structure report;" roll into facilities plan?
Livescan	\$ 10,000	\$ -	have preferred quote, waiting to amend budget
Town Park Playground Improvements	\$ 5,000	\$ -	Will not be completed before June 30
Total	\$ 224,000	\$ 130,019	

Water Fund - Projects	Budget	YTD: 2/29/2024	Status
Peruvian West Water Line	\$ 337,997	\$ 280,207	Complete
Remote Water Meter Reading	\$ 83,000	\$ 6,152	Phase II installs in Grizzly complete, planning for phase III
Shrontz Estate - water line payment	\$ 50,000	\$ 50,000	Complete
Grizzly Gulch Water Line Completion	\$ 32,000	\$ 92,388	Complete
Water System Study Update	\$ 25,000	\$ -	Developing RFP
Grizzly Gulch Communication System	\$ 10,000	\$ -	Complete, invoice received in March
Source Water Protection Plan	\$ 6,000	\$ -	Complete
Total	\$ 543,997	\$ 428,747	

Sewer Fund - Projects	Budget	YTD: 2/29/2024	Status
Sewer Study	\$ 25,500	\$ -	Developing RFP
Total	\$ 25,500	\$ -	

Capital Projects Fund Plan											
Fund Balance: February 29, 2024											
\$		1,234,816									

Fund Balance	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	Future / Unknown date
As of July 1 (start) of the fiscal year	644,556	-	-	-	-	-	-	-	-	3,202,000

GL Code	Project Name	FY 2024 YTD	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget	FY 2027 Budget	FY 2028 Budget	FY 2029 Budget	FY 2030 Budget	FY 2031 Budget	FY 2032 Budget	Future / Unknown date
45-54-743	Alta Central Generator	64,238	60,000									
45-54-742	New AMO Truck	38,978	50,000									
45-54-743	Marshals Office Phase 2 Radio upgrade	745	30,000									
45-54-741	Marshals Office Inventory Management Closet @ Firehouse	14,188	20,000									
45-54-743	Alta Central Dispatch Console Upgrade	-	15,000									
45-54-741	Marshals Office Security Cameras	21	13,000									
45-54-742	New AMO ATV	11,849	11,000									
45-45-750	Tom Moore Historic Structure Feasibility	-	10,000									
45-54-743	Livescan	-	10,000									
45-70-740	Town Park Playground Improvements	-	5,000									
45-45-740	Town Office Window Replacement	-										
45-54-743	Automated External Defibrillators (AEDs)											
45-45-750	Future Community Center Phase 2											3,000,000
45-45-740	Town Office Concrete Steps to Lower Door											2,000
45-45-750	Community Center A/V System											
45-45-750	Firehouse Garage Heater Ventilation											
45-45-750	Community Center Roof Access (Ladder)											
45-45-750	Community Center Feasibility Study											75,000
45-45-750	Re-roof the post office											20,000
45-45-750	Tom Moore Historic Structure Stabilization*											25,000
45-54-743	Alta Central Dispatch Radio System Upgrade											30,000
45-70-740	Trailhead-Style Public Restroom 24/7*											50,000
Total Projects		130,019	224,000	-	-	-	-	-	-	-	-	3,202,000

* Items in red are new.

Budgeted Total 2024 - Future 3,426,000

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

Water Fund Projects	
Fund Balance: February 29, 2024	
\$	288,085

Fund Balance	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	Future / Unknown date
As of July 1 (start) of the fiscal year	694,693	-	-	-	-	-	-	-	-	-

GL Code	Project Name	FY 2024 YTD	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget	FY 2027 Budget	FY 2028 Budget	FY 2029 Budget	FY 2030 Budget	FY 2031 Budget	FY 2032 Budget	Future / Unknown date
51-40-740	Peruvian West Water Line Replacements	280,207	337,997									
51-40-740	Remote Water Meter Reading	6,152	83,000	60,000								
51-40-740	Shrontz Estate - water line payment	50,000	50,000									
51-40-740	Grizzly Gulch Water Line Completion	92,388	32,000									
51-40-320	Water System Study Update	-	25,000									
51-40-740	Grizzly Gulch Communication System	-	10,000									
51-40-320	Source Water Protection Plan	-	6,000									
51-40-740	Waterline/Hydrant Lowering GMD/Buckhorn	-										
51-40-740	BOR Grant - Natural Gas Conversion	-										
Total Projects		428,747	543,997	60,000	-	-	-	-	-	-	-	-

* Items in red are new.

Sewer Fund Projects	
Fund Balance: February 29, 2024	
\$	551,284

Fund Balance	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	Future / Unknown date
As of July 1 (start) of the fiscal year	580,789	-	-	-	-	-	-	-	-	#REF!

GL Code	Project Name	FY 2024 YTD	FY 2024 Budget	FY 2025 Budget	FY 2026 Budget	FY 2027 Budget	FY 2028 Budget	FY 2029 Budget	FY 2030 Budget	FY 2031 Budget	FY 2032 Budget	Future / Unknown date
52-40-310	Sewer Study		25,500									
Total Projects		-	25,500	-	-	-	-	-	-	-	-	-

** Items in red are new.*

TOWN OF ALTA

		2022-23	2023-24	2023-24
		Prior year	Current year	Approved
Account Number	Account Title	YTD Actual	YTD Actual	Budget
		2/28/2023	2/29/2024	6/30/2024
COMBINED BUDGET SUMMARY: GF, Cap-Ex, Water, Sewer REVENUE				
Property Tax		230,114	367,289	405,165
Sales Tax		797,738	813,426	1,868,000
Other Taxes: Municipal Energy, Tele		47,161	58,682	91,150
Town Services:				
Permits, Licensing, Court Fines, Impact Fees		76,125	62,780	143,600
Sewer		111,837	96,867	205,000
Water		223,867	161,623	328,142
Restricted Gov Grants (County, USFS, SLC, 4th .25, PO, UDOT)		50,403	62,785	104,250
Misc Revenue		123,586	338,848	442,000
	Total Revenue	1,660,833	1,962,300	3,587,307
EXPENSES				
Alta Justice Court		15,066	17,113	39,422
Economic Development		0	0	400
Government Administration				
Financial Preparation		64,529	7,238	130,341
General Operations		148,263	0	292,102
Town Services & Programs		83,358	16,019	181,131
Land Use Planning, Building Inspections, Zoning		97,147	39,827	180,494
Post Office		25,855	26,417	44,326
Public Safety				
Employees: Salaries and Benefits		562,036	603,654	1,142,767
Equipment: Resources to Complete Work		90,736	82,377	258,500
Recycling		14,015	13,552	30,300
Sewer		51,614	80,353	213,492
Town Council: Salaries, Training, Admin		47,180	17,140	95,073
Transportation		72,600	119,927	295,570
Water		62,192	81,906	243,698
Misc. Expenses		0	-473	1,200
	Total Expenses (w/o CapEx Projects)	1,334,589	1,105,050	3,148,816
Capital Improvement Projects		89,971	563,394	854,441
	Total Expenses	1,424,560	1,668,444	4,003,257
COMBINED BUDGET SUMMARY				
Net Difference		326,244	857,251	438,491
NET "GRAND" TOTAL - ALL 4 FUNDS BUDGET MUST = Zero		236,272	-27,061	0

Questionnaire

Revised December 2020



OFFICE OF THE
STATE AUDITOR

Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking "Yes" on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked "Yes" and enter the total on the "Total Points Earned" line.
- Based on the points earned, circle/highlight the risk level on the "Risk Level" line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Fraud Risk Assessment

Continued

*Total Points Earned: ___/395 *Risk Level: Very Low Low Moderate High Very High
 > 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?	200	200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?	5	5
b. Procurement?	5	5
c. Ethical behavior?	5	5
d. Reporting fraud and abuse?	/	5
e. Travel?	/	5
f. Credit/Purchasing cards (where applicable)?	/	5
g. Personal use of entity assets?	5	5
h. IT and computer security?	/	5
i. Cash receipting and deposits?	/	5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?	20	20
a. Do any members of the management team have at least a bachelor's degree in accounting?	10	10
4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?	20	20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?		20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?	20	20
7. Does the entity have or promote a fraud hotline?	/	20
8. Does the entity have a formal internal audit function?	/	20
9. Does the entity have a formal audit committee?	/	20

*Entity Name: Town of Alta

*Completed for Fiscal Year Ending: FY 24 *Completion Date: _____

*CAO Name: Chris Cawley *CFO Name: Jen Clancy

*CAO Signature: _____ *CFO Signature: _____

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?			✓	
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".			✓	
4. Are all the people who have access to blank checks different from those who are authorized signers?	✓			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements? <i>↳ Town Manager</i>	✓			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts? <i>Monthly - Treasurer & Town Manager</i>	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".			✓	
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".			✓	
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?			✓	
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

* MC = Mitigating Control

Basic Separation of Duties

Continued

Instructions: Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered “Yes.” 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

☹ If any of the questions were answered “No,” and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity’s governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity’s place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.

**MINUTES
PUBLIC HEARING
ALTA TOWN COUNCIL MEETING
Wednesday, February 14, 2024, 4:00 PM**

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

PRESENT: Mayor Roger Bourke
Councilmember Carolyn Anctil
Councilmember John Byrne (virtual)
Councilmember Elise Morgan (virtual)
Councilmember Dan Schilling

STAFF PRESENT: Chris Cawley, Town Manager
Mike Morey, Town Marshal
Jen Clancy, Town Clerk
Molly Austin, Deputy Town Clerk
Chris Otto, Assistant Town Manager
Craig Heimark, Treasurer

ALSO PRESENT: Cameron Platt, Legal Counsel (virtual)

ALTA TOWN COUNCIL MEETING

1. CALL THE MEETING TO ORDER

00:00:00

Mayor Bourke called the February 14, 2024 Alta Town Council meeting to order and wished all a happy Valentine’s Day.

2. CITIZEN INPUT

00:01:05

Mayor Bourke said the rules for citizen input are, you have to come to the podium, speak clearly, state your name, you have 3 minutes, and you can say anything as long as it’s not disrespectful.

Goud Maragani, a candidate for House District 48, expressed interest in understanding the local policy issues, particularly regarding the gondola project and its opposition. Margani appreciated the opportunity to be present and learn more about the community's concerns.

Roy Piskadlo, a candidate for House District 41, stated opposition to the gondola project. Piskadlo highlighted a background as a banker with nearly 20 years of experience in financing large projects and suggested that disrupting the project's financing could be an effective strategy. Piskadlo expressed eagerness to hear more perspectives on the matter.

Sylvia Fisk, a candidate for governor and a Utah native, shared concerns regarding the gondola project. Fisk directed attendees to the website, "Sylvia4Gov," for detailed information.

Steve Aste, a candidate for the State Senate seat in the 15th district mentioned residence at the mouth of the canyon. Aste strongly opposed the gondola project for the record.

Jake Minas, a resident of Village at Sugar Plum and the Republican Party precinct chair for the Town of Alta, outlined opposition to the gondola project. Minas explained their previous involvement, giving a public comment last fall urging the Council to pass a resolution against the gondola. Minas expressed the importance of elected officials representing the Town's stance on the issue and suggested actions such as passing a resolution, joining lawsuits, and making public statements. Minas highlighted concerns from a conservative perspective, particularly emphasizing objections to taxpayer funding and the perceived connection between real estate interests in Sandy, where the gondola base was set, and political insiders. Minas encouraged attendees to research the information readily available in the press. Minas stressed the need for transparency and expressed the view that addressing these concerns was crucial for maintaining the integrity of the Republican Party.

Katie Balakir, a 24-year-old resident from Salt Lake Valley living in Cottonwood Heights, expressed gratitude for the opportunity to address the Council. Not being a political candidate, Balakir emphasized the importance of community members using their voices in the ongoing discussion about the gondola project. Balakir highlighted their involvement in the Environmental Impact Statement (EIS) process, noting the significant public engagement with over 50,000 people participating and submitting comments. Balakir encouraged the Council to consider the numerous public comments as a testament to the community's deep concern and desire to find solutions for Little Cottonwood Canyon. They urged Councilmembers to use their voices to advocate for the community and the preservation of the canyon for current and future generations.

3. PRESENTATION BY CANYON GUARD, FRIENDS OF ALTA, AND OTHER ORGANIZATIONS REGARDING THE UDOT LCC EIS

00:09:30

Mayor Bourke said the next agenda item featured a presentation by Canyon Guard, Friends of Alta, and other organizations concerning the UDOT Little Cottonwood Canyon Environmental Impact Statement (EIS). Mayor Bourke noted that Craig Heimark, a staff member, had temporarily stepped out of their staff seat to participate as a member of the public in the presentation.

Craig Heimark, speaking as a member of the Common Sense Coalition, provided an overview of the group's presentation on the UDOT Little Cottonwood Canyon Environmental Impact Statement (EIS). Heimark mentioned that many Alta business owners had limited information about the gondola project, primarily from the Gondola Works PR website. Heimark emphasized the importance of reading the Record of Decision (ROD) to understand UDOT's legal commitments, and highlighted concerns about the gondola's effectiveness in mitigating congestion, its inability to operate during

Interlodge, cost overruns, and significant environmental impacts. Heimark drew attention to potential water pollution risks and environmental consequences, such as tower impacts on the viewshed and negative effects on wildlife. Heimark stressed that legal action alone would not solve the problem, advocating for government intervention. Heimark urged the Town of Alta, as the most affected entity, to actively voice its concerns. Heimark then introduced Pat Shea, to continue the presentation.

Pat Shea, a longtime advocate for preserving the Alta environment, addressed the Town Council, recounting the history of the Alta Defense Fund and their efforts as Friends of Alta over the past 44 years. Shea highlighted a background in environmental law and their involvement in the formulation of the Clean Air Act and the National Environmental Policy Act (NEPA). Shea expressed concerns about the Environmental Impact Statement (EIS) process, suggesting a cut-and-paste approach by UDOT, possibly influenced by consultants. Shea mentioned three ongoing lawsuits by Friends of Alta, Salt Lake City (also: Metro Water District and Sandy City), and Save Our Canyons, all aimed at delaying the process and finding a solution. Shea emphasized his weariness of prolonged legal battles and encouraged the Council to consider a resolution and potential involvement in the lawsuits. Shea clarified that the lawsuits were not seeking injunctive relief on UDOT's phase one work, allowing them to proceed with the allocated funds. Shea expressed the hope for consolidation of lawsuits and a collaborative, reasonable resolution. Shea then introduced Allen Sanderson as the next speaker in the presentation.

Allen Sanderson, a retired research computer scientist from the University of Utah, discussed the queuing times presented by UDOT for the gondola project. Sanderson highlighted issues with UDOT's fact sheets, pointing out discrepancies in the comparison of transit times between the gondola and the bus due to different starting points. Sanderson delved into the queuing analysis, criticizing UDOT's approach and presenting his estimate of a 20-minute average wait for the gondola or bus during peak times. Sanderson's modeling suggested a total transit time of over 70 minutes, compared to a 42-minute car ride up the canyon. Sanderson emphasized the challenge of incentivizing people to use public transit with such extended wait times, raising concerns about the social and economic implications. Sanderson concluded his presentation and introduced Bob Douglas to discuss financial aspects.

Bob Douglas, representing Friends of Little Cottonwood Canyon, addressed the financial aspects of the gondola project. Douglas pointed out the staggering cost of \$1.4 billion, equating it to the entire state's spending on all transportation needs for the year 2024. Douglas emphasized that the burden of funding the gondola would fall on the residents, who are already contributing through increased state sales tax since 2018. Douglas highlighted the state's plan to divert \$20 million annually to the Cottonwood Canyons Transportation Investment Fund but noted that it would not cover the operating costs, estimated at \$22.7 million per year. Douglas raised concerns about the potential need for state-issued bonds, which could push the overall cost over \$2 billion, with the burden disproportionately impacting the local tax districts. Douglas dismissed the idea of private investment due to the lack of a viable business case, estimating that lift ticket prices would need to exceed \$400 for a single gondola ride to meet the financial requirements. Douglas urged the Town Council to take a public stand against

the gondola, suggesting that it could negatively impact local businesses and residents' finances. Douglas concluded and introduced the next speaker, Grace Tyler from Save Our Canyons.

Grace Tyler from Save Our Canyons expressed gratitude for the opportunity to discuss the gondola and Little Cottonwood Canyon's protection. Tyler joined the organization in 2017 and has been involved throughout the environmental impact process. Tyler highlighted that the initial purpose and scope were narrow, primarily focusing on reducing traffic by 30%. Tyler emphasized the limitations of the project, such as not addressing year-round visitation or examining impacts on other cities and roads around the gondola base station. Tyler stressed the importance of considering Little Cottonwood Canyon as part of a connected ecosystem, where decisions made in one canyon can impact others. Tyler discussed the economic implications, pointing out that tolls in Little Cottonwood Canyon and the expenses associated with the gondola could influence visitors' choices, potentially impacting nearby areas like Big Cottonwood Canyon. Tyler advocated for a connected transportation system that serves all users and is compatible with the needs of the Town of Alta. Tyler suggested that buses could offer a viable solution. Tyler then introduced the next speaker, Sydney Smith, to continue the discussion.

Sydney Smith, a student at the University of Utah, represented the perspective of the future generation and expressed a desire to preserve the experiences of recreating in the Central Wasatch Mountains. Smith emphasized the interconnectedness of human actions and the need to responsibly engage with the natural environment. Smith highlighted the rising population as an unavoidable reality but underscored the importance of considering the impact on future generations. Smith spoke against invasive infrastructure like the gondola, envisioning a world where such irreversible scars limit the experiences of children and require public investment in projects vehemently opposed by the community. Smith questioned the character and decisions of the government in light of overwhelming public opposition to the gondola, as reflected in the 89% of comments opposing it during public commenting periods.

Margaret Bourke addressed the Town Council, emphasizing the need to keep Alta, Alta and expressing concerns about the misunderstanding or misperception of the gondola's impact on Little Cottonwood Canyon. Bourke highlighted the unique impacts on Alta, including safety concerns, protection of the watershed, and budgetary impacts on local services like police, fire, and paramedics. Bourke urged the Council to take action, suggesting joining lawsuits, conducting a visitor use management study, passing a resolution opposing the gondola, encouraging seasonal enforcement of the traction law, seeking UTA to restore full bus service, and exploring solutions like parking reservations, metering, and tolling. Bourke stressed the importance of the Council's engagement, stating that decisions about Alta's future will be made by others unless those within Alta take action.

The Town Councilmembers discussed the possibility of drafting a resolution expressing the Town's preference for alternatives to the gondola. Elise Morgan raised the importance of maintaining a positive relationship with UDOT, considering them as a crucial partner for the Town. John Byrne sought clarification on the three different lawsuits and their plaintiffs. Pat Shea explained there were three lawsuits 1) Save Our Canyons, 2) Friends of Alta, Canyon Guard and others, and 3) Salt Lake City with Metro Water District and Sandy City. The discussion touched upon the improved structure of

Friends of Alta's lawsuit, with a focus on attacking the need for the gondola process. Grace Tyler provided information on Save Our Canyons' lawsuit, challenging the NEPA process and involving UDOT and the Forest Service. John Byrne asked about the consolidation of lawsuits, and Pat Shea expressed the hope for consolidation before one Article Three judge but acknowledged that it was beyond their control. John Byrne inquired about the impact of consolidation on fundraising, and Pat Shea explained the complexities but expressed the desire for consolidation in an ideal scenario. Carolyn Anctil expressed gratitude for the diverse group of individuals present and mentioned the need to navigate conversations with UDOT carefully. Pat Shea offered an email for any legal questions and shared a personal connection to Alta, highlighting its significance to their family. The discussion concluded with Carolyn Anctil acknowledging the richness of perspectives in the room and expressing a willingness to engage with individuals individually.

The Town Councilmembers discussed various responses and options to address the UDOT plans and the gondola proposal. Mayor Bourke presented several possible actions, including doing nothing, enacting a resolution endorsing a subset of the UDOT plan, clearly opposing the gondola, calling for a visitor capacity study, joining a lawsuit, filing an amicus brief, or exploring other options. Dan Schilling expressed support for having a work session or a special meeting before the March Council meeting to discuss and craft a resolution. Elise Morgan suggested that it might be necessary to have both a work session and a special meeting. John Byrne emphasized the importance of a visitor capacity study to understand the impact on a year-round basis. Mayor Bourke proposed inviting public input on potential resolutions and mentioned the possibility of a special meeting to develop a resolution collaboratively. Carolyn Anctil suggested allowing individuals to send emails with their specific thoughts, and Mayor Bourke invited input from the group. Elise Morgan highlighted the significance of UDOT as an important partner to the Town, emphasizing the need to maintain a professional approach in expressing opinions. Morgan welcomed input from the public but acknowledged the need to balance expressing opinions while preserving important partnerships. The discussion concluded with the acknowledgment that crafting a resolution would take time, and there was a consensus among Council members to schedule a work session or special meeting to delve into the details of potential resolutions.

4. ALTA SKI AREA UPDATE, MIKE MAUGHAN

00:50:00

Mike Maughan provided an update on the ski season and discussed the challenges related to transportation and the gondola proposal. Maughan mentioned that skier visitation and revenue were on par with last season, with an increase in first-time visitors and a shift in season pass visitation to destination visitation. Maughan highlighted the success of the parking reservation system but noted challenges with increased demand and traffic congestion. Maughan expressed concerns about traffic issues caused by the closure of the mainline between Alta and Snowbird, leading to gridlock in the Town of Alta. Maughan discussed ongoing efforts to address these challenges, including possible consultation with consultants.

Regarding the gondola, Maughan emphasized that Alta Ski Area is supportive of transportation improvements but does not view the gondola as a complete solution. Maughan urged a collaborative approach with UDOT and Snowbird to find solutions without straining working relationships. Maughan mentioned potential solutions such as snow sheds, berms, and addressing the mainline issue. Maughan cautioned against alienating Snowbird and emphasized the importance of preserving positive relationships with UDOT. On the topic of visitor capacity, Maughan explained the challenges of conducting a study due to the Forest Service's position and emphasized that Alta Ski Area focuses on providing a less dense experience than other ski areas.

Regarding the EIS, Maughan acknowledged that the gondola might not significantly reduce traffic in the canyon immediately but could have an impact in 2050. Maughan highlighted concerns about Snowbird's lack of commitment to removing roadside parking. Maughan suggested the need for a balanced approach, considering various alternatives and working collaboratively to find solutions to traffic and transportation challenges in Little Cottonwood Canyon.

John Byrne commended Alta Ski Area (ASL) for their effective management of capacity during the ski season, stating that he had skied about 20 days and found the experience positive. Byrne acknowledged the challenges of traffic and the red snake but noted that the reservation system had helped in managing demand. Maughan expressed gratitude for the feedback and emphasized openness to suggestions for improvement. Dan Schilling, shared an observation about the relationships between ASL and Snowbird and emphasized the need for the Town to advance its relationship with Snowbird, expressing a belief that investing time in building this relationship could lead to a three-way consensus on certain issues.

5. QUESTIONS REGARDING DEPARTMENTAL REPORTS

01:06:30

John Byrne inquired about the Forest Service engagement mentioned in the departmental reports. Chris Cawley provided information on the meetings with the Forest Service, describing them as introductory meetings covering topics such as possible locations for trailhead-style restrooms, recreation visitor amenities in the highway corridor, water and sewer master planning, and discussions about the land under buildings. The meetings were aimed at building a foundation for future discussions and collaboration. John Byrne expressed encouragement and appreciation for the efforts to establish a relationship with the Forest Service, noting that any progress in the relationship is noteworthy and positive.

Dan Schilling raised concerns about the increasing complexity and volume of crimes in the Town of Alta and emphasized the need to prioritize the development of the Marshal's Office. Schilling urged the Marshal's Office to provide a more structured plan regarding staffing, facilities, and equipment to address the challenges effectively. Schilling mentioned the importance of timely planning, funding, and leveraging grants to support the development of the police department.

Mike Morey, the Town Marshal, responded by outlining four major focus areas for the Marshal's Office: recruiting and retaining qualified personnel, right-sizing the police department to address manpower shortages, identifying suitable facilities, and addressing policy management and training. Morey emphasized the need for competitive wages and retirement plans to attract and retain quality personnel. Additionally, Morey highlighted the challenges and complexities the Marshal's Office faces and stressed the importance of succession planning.

Dan Schilling expressed concerns about a potential catastrophic failure in public safety if the Town does not address the complexities of modern law enforcement adequately. Schilling highlighted the urgency of addressing these issues, considering the current marshal's timeline and the impending changes in law enforcement services in the canyons. The discussion touched upon the challenges of recruiting personnel from other agencies due to differences in retirement plans and the need for a fully capable police department. Morey also mentioned the upcoming split of the Unified Police Department and the need for the Town to become more self-sufficient in law enforcement.

Mayor Bourke and Carolyn Anctil acknowledged the importance of addressing these challenges, including competitive retirement plans, to ensure the effectiveness of the Marshal's Office in maintaining public safety in the Town of Alta.

6. **APPROVAL OF CONSENT AGENDA: JANUARY 10, 2024 TOWN COUNCIL MEETING MINUTES, JANUARY 11, 2024 TOWN COUNCIL RETREAT MEETING MINUTES, STAFF AND FINANCE REPORTS**

01:20:00

MOTION: John Byrne motioned to approve the consent agenda including the January 10, 2024 Town Council Meeting Minutes, January 11, 2024 Town Council Retreat Meeting Minutes, and staff and finance reports. Dan Schilling seconded.

VOTE: All were in favor. The January 10, 2024 Town Council Meeting Minutes, January 11, 2024 Town Council Retreat Meeting Minutes, and staff and finance reports were unanimously approved.

RESULT: APPROVED

7. **MAYORS REPORT**

01:20:45

Mayor Bourke shared information about the quirks of the calendar due to the Earth's orbit not being exactly 365 days. Mayor Bourke explained the leap year system and the adjustment for centuries divisible by 400. Mayor Bourke connected this long-term thinking to the recent Town Council retreat

held on January 11, emphasizing the importance of working together toward common goals for the community.

Mayor Bourke noted the 10th anniversary of an agreement between the Town and the Shrontz Estate regarding the development of the Patsy Marley property in the Albion Basin. Discussions about construction on the land have taken place, including considerations for a cluster development on the lower 4 acres.

The Mayor mentioned that the Town is actively monitoring the legislative session for bills that could impact Alta. Chris Otto, a staff member, is keeping track of legislative developments, aided by the Utah League of Cities and Towns.

Mayor Bourke mentioned on January 19, a meeting was held with Zinnia Wilson of The Forest Service to discuss the trailhead toilet, noting Chris Cawley provided more details earlier in the meeting.

Mayor Bourke reflected on the expressions of love for Alta found in clippings from a late Alta resident. The challenge for the Town is to ensure that future visitors will continue to appreciate Alta's unchanged qualities. The next Town Council meeting is scheduled for Wednesday, March 13, starting at 4 pm, and will be a hybrid meeting.

8. DISCUSSION AND POSSIBLE ACTION TO ADOPT ELISE MORGAN AS MAYOR PRO TEMPORE

01:26:30

MOTION: John Byrne motioned to appoint Elise Morgan as Mayor Pro Tempore. Dan Schilling seconded.

VOTE: All were in favor. Elise Morgan was unanimously appointed as Mayor Pro Tempore.

RESULT: APPROVED

9. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE 2024-O-3 UPDATING TOWN CODE 1-5-4: MEETINGS; PROCEDURE AND CONDUCT

01:27:00

Jen Clancy provided a brief over of the ordinance noting that it related to the resolution for Council meetings and procedures. Clancy highlighted the redundancy in the Utah State and Town Code and suggested that because the Council has expressed a preference to follow State Code, that the Town Code regarding meetings could be removed via ordinance 2024-O-3. John Byrne sought clarification, and Clancy explained that the Town Code would default to the State Code. Byrne acknowledged that the initial approach was to follow the State Code until the Council decided to adopt its rules. Clancy clarified that passing ordinance 2024-O-3 would eliminate the specificity in the Town Code. Byrne inquired about adopting attachment one, and Clancy confirmed that it was part of Resolution 2024-R-

4. The conversation then focused on Resolution 2024-R-4, and would then come back to the Ordinance 2024-O-3.

(Discussion and action continued below in agenda item 10)

10. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2024-R-4 RULES OF PROCEDURE AND ORDER FOR THE ALTA TOWN COUNCIL

01:31:00

John Byrne expressed agreement with the proposed approach of following State Code. Byrne acknowledged the challenges of change, mentioning the recent transition to an empowered Town Manager. Byrne mentioned not having strong opinions about attachment one but emphasized the difficulty of change. Byrne noted a willingness to keep the 10-day provision in attachment one and sought clarification from Jen Clancy about whether the 10 days applied equally to the Mayor and the two Councilmembers, as discussed in a previous meeting. Clancy agreed the intent was to have the 10 days applied equally to either the Mayor or two Councilmembers. Byrne pointed out that as written that was not the case and edits were suggested as shown below to fix that section.

John Byrne then initiated a discussion on edits to sections D and E under rule eight. Jen Clancy responded, indicating no issue with the proposed changes in section D related to internal communications between the Council and staff. Byrne expressed relief, emphasizing the pledge to respond promptly. Clancy pointed out they thought the motivating factor behind this rule was to promote regular communication between the Council and staff.

In section E, Byrne asked for Clancy's opinion on the removal of the seven-day requirement for Councilmembers to notify the Town Clerk of their attendance at a meeting. Clancy explained the intention was to ensure a quorum and acknowledged the potential risks of last-minute communications causing meeting cancellations. Clancy proposed prompting Councilmembers to communicate their attendance intentions when sending out meeting packets.

Cameron Platt explained the hierarchy of laws and regulations to which the Town is subject, and ways the Town implements laws, regulations, and policies. At the pinnacle are state statutes, succeeded by county ordinances, Town code, Town resolutions, and policies and procedures. Resolutions, such as the one outlining the discussed procedures, function as the Town's mechanism for enacting policies. Platt noted that resolutions hold the lowest level of binding authority and retain a malleable nature, subject to change by the Town at its discretion. Platt underscored that these resolutions, specifically the outlined procedures, serve as preferred practices without legal repercussions on a Councilmember's elected status. The primary goal is to afford staff ample time for reaction, scheduling, and document compilation. The flexibility of these procedures allows the Council leeway in the event of unforeseen challenges, offering adaptability beyond the constraints of ordinances or statutes. While serving as a framework for optimal operation, the procedures do not curtail the Council's authority to address matters falling outside these established guidelines.

Tracked changes for Attachment 1 to Resolution 2024-R-4 discussed and agreed to at the meeting.

Rule 2. Agenda

A written Agenda, published in advance, shall guide the meetings. The Agenda must be published at least 24 hours prior to the meeting unless its an emergency meeting. Items may be placed on the agenda **with 10 days notice either** by the Mayor or ~~with 10 days' notice~~ by any two Councilmembers. Matters not on the Agenda may be discussed, but no final action is taken on matters not on the Agenda.

Rule 8: Rules of Decorum

D. For internal communications between the Council, or the Council and staff, the Council shall make best efforts to respond **promptly upon** ~~within 48 hours of~~ receiving **any** ~~the~~ communication requiring a response. Internal communications between Council shall not violate Open Public Meeting requirements.

E. **Prior to any Council meeting Councilmembers** shall notify the Town Clerk if they will be attending a Town Council meeting **in person**, electronically or **that they** cannot attend the meeting. ~~at least 7 days before the meeting, or as soon as possible.~~

MOTION: John Byrne motioned to approve Resolution 2024-R-4 with the three edits as discussed. Dan Schilling seconded.

ROLL CALL VOTE: Mayor Bourke – yes, Councilmember Anctil – yes, Councilmember Byrne – yes, Councilmember Morgan – yes, Councilmember Schilling – yes, Resolution 2024-R-4 was unanimously adopted.

RESULT: APPROVED

(The Council resumed discussion of agenda item 9 – Ordinance 2024-O-3)

MOTION: Dan Schilling motioned to approve Ordinance 2024-O-3. John Byrne seconded.

ROLL CALL VOTE: Councilmember Byrne – yes, Councilmember Davis – yes, Mayor Bourke – yes, Councilmember Morgan – yes, Councilmember Anctil – yes, Ordinance 2024-O-3 was unanimously approved.

RESULT: APPROVED

11. DISCUSSION AND POSSIBLE ACTION TO AMEND THE TOWN COUNCIL MEETING SCHEDULE THROUGH JUNE 2024

01:51:00

Carolyn Anctil thanked the Councilmembers for this adjustment.

MOTION: Mayor Bourke motioned to amend the Town Council meeting schedule. Dan Schilling seconded.

VOTE: All were in favor. The Town Council meeting schedule was unanimously amended.

RESULT: APPROVED

12. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE 2024-O-4 FOR CIVIL CODE ENFORCEMENT

01:52:00

Chris Cawley introduced the topic of adopting an ordinance to establish a Civil Code Enforcement Program for the Town of Alta on behalf of Cameron Platt and Mike Morey. Chris added that Jen Clancy, and Molly Austin, had specific expertise from their involvement with the Alta Justice Court. Cawley reflected that the discussions on this initiative began around September, prompted by the recognition that most municipalities in Utah and other states have a Civil Code Enforcement Program. Cawley expressed concern about potential exposure and a need to catch up in implementing a more efficient and appropriately scaled code enforcement option for municipal ordinances that are not state criminal offenses.

Cawley said the presented draft ordinance, now fine-tuned by Cameron Platt, addressed the establishment of a separate due process forum, involving a hearing before a specially appointed administrative law judge rather than a Justice Court hearing. Cawley outlined the subsequent steps, including adopting specific fines in the fee schedule and implementing an administrative back-end program to manage the administrative law judge hearing process, track offenses, and administer fines. Cawley highlighted that the ordinance's passage would be the initial step in the process. Cawley also conveyed the intention to return with a timeline for the subsequent actions required. Cawley acknowledged the thorough discussions in previous Council meetings and invited any technical questions to be directed to Cameron Platt and Mike Morey.

Dan Schilling sought clarification from Chris Cawley regarding any changes made by Cameron Platt to the ordinance since the Council packet was distributed. Cawley confirmed that Cameron Platt hadn't made any alterations since the Council received the document in the February meeting packet. Schilling mentioned a minor typo on the last page, suggesting the removal of an unnecessary "A" in Exhibit B, as paragraph B had been struck. Dan Schilling expressed satisfaction with the overall content of the ordinance, indicating no further concerns and considered it to be in good shape.

MOTION: Mayor Bourke motioned to adopt Ordinance 2024-O-4 Civil Code Enforcement as edited by Dan Schilling (striking "A." in section 4-1-8: Penalty for Failure to Comply). Elise Morgan seconded.

ROLL CALL VOTE: Councilmember Byrne – yes, Councilmember Morgan – yes, Councilmember Schilling – yes, Mayor Bourke – yes, Councilmember Anctil – yes, Ordinance 2024-O-4 was unanimously adopted.

RESULT: APPROVED

13. REVIEW AND DISCUSSION ABOUT BUDGET COMMITTEE

01:57:00

Chris Cawley introduced the topic of the proposed Budget Committee Charter and highlighted the upcoming budget season, spanning the next three months, where the focus would be on reviewing draft budgets and major policy decisions related to financial matters. Cawley explained the history of the Town's Budget Committee, its informal structure, and the challenges faced without a governing document or formal appointments. Recognizing the need for clear guidelines, the proposed Budget Committee Charter was presented for consideration.

Cawley noted the additional burden for Councilmembers in serving on a committee, prompting the inclusion of an option in the charter to appoint non-elected Town of Alta residents and/or property owners in order to maintain a quorum. Cawley recommended adopting the Budget Committee Charter, emphasizing the follow-up actions required, including the appointment of committee members and scheduling meetings. Cawley invited the Council to discuss the recommendation, acknowledging that Byrne had specific comments shared via email for further consideration.

14. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2024-R-5 ADOPTING A BUDGET COMMITTEE CHARTER

02:01:30

Carolyn Anctil sought clarification on the inclusion of citizens in the Budget Committee, expressing concern about potential self-serving interests. Dan Schilling explained that there was a provision for a broad cross-section of the community to reduce the burden on the Council. Jen Clancy clarified that the charter allowed for residents and/or property owners to serve on the committee. John Byrne expressed concerns about citizens lacking the necessary training for the committee, and Chris Cawley emphasized the committee's role as a recommendation body, not a voting one. Schilling and Byrne suggested involving staff members, and Cawley agreed, stating that the charter could specify staff's participation. Byrne also highlighted the importance of involving the Town Manager and the Budget Officer in the committee. The discussion then shifted to the advisory role of the committee, with Byrne expressing reservations about members being required to base recommendations on consensus. Craig Heimark highlighted the need for outside voices and suggested that the committee could help make process improvements. Mayor Bourke and the Council collectively agreed on the necessity of a

Budget Committee and decided to include Town Manager, Budget Officer, and Treasurer on the committee.

Chris Cawley asked Cameron Platt (legal counsel) about the consensus basis outlined in the charter and the potential for a blurring of legislative and administrative roles with staff and elected officials serving on the committee. Cameron Platt explained that the Budget Committee operates as an executive branch committee, primarily involved in putting together a proposed budget. Platt clarified that when Councilmembers are on the committee, they act as committee members, not Councilmembers. However, when the proposed budget goes to the Town Council, Councilmembers then act in their official capacity. Platt emphasized that having staff members and Councilmembers on the committee is not inappropriate. Overall, Platt indicated that the discussed approach would be fine, with attention to the Open Public Meetings Act requirements.

The discussion shifted towards the practical aspects of the Budget Committee, including the frequency of meetings and the timeline for the committee's activities. Councilmembers expressed a preference for a well-fleshed-out starting point to facilitate the Council's review and decision-making during the budget process. Chris Cawley raised a practical question about the timeline for the Budget Committee meetings, and there was a consensus on having meetings in March, April, and May, with a full Council work session on the budget in May. The conversation also touched on the potential need for a December or November Budget Committee meeting to facilitate a mid-year budget amendment. The dialogue concluded with the suggestion to revisit the language in the charter, with Jen Clancy facilitating further discussion on finalizing the language.

Jen Clancy suggested staff work on the edits discussed by the Council and present an updated charter to the Council in March. Clancy pointed out that Cawley could also come prepared with appointment recommendations and if approved, the committee could try to hold its first meeting in March.

15. RETREAT RECAP

02:29:30

Mayor Bourke asked to defer the retreat recap stating the meeting packet had a complete report.

Chris Cawley expressed gratitude for the time and effort put into the discussions and retreat, emphasizing the positive outcomes. Cawley acknowledged the hard work and collaboration during the snowy day, and looks forward to applying the insights gained to the budget process, considering it as the next step to activate the outcomes of the retreat.

16. NEW BUSINESS

02:31:00

John Byrne introduced the concept of regenerative tourism, a new approach focused on making a positive impact on the environment and community. Byrne expressed interest in receiving information or updates related to regenerative tourism and encourages others to share any relevant insights or articles they come across.

17. MOTION TO ADJOURN

02:32:00

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

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

RESULT: APPROVED

Passed this 13th day of March, 2024

Jen Clancy, Town Clerk

DRAFT