MINUTES
TOWN OF ALTA: COUNCIL MEETING & WORK SESSION
August 12, 2026, 3:00 PM

Alta Post Office Building, 10351 E. Highway 210, Alta, Utah

PRESENT:	Mayor Roger Bourke Councilmember Carolyn Anctil Councilmember Craig Heimark Councilmember Elise Morgan
STAFF PRESENT:	Chris Cawley, Town Manager Mike Morey, Town Marshal Jen Clancy, Town Clerk Molly Austin, Assistant Town Manager Brooke Boone, Deputy Town Clerk
ALSO PRESENT:	Polly McLean, Legal Counsel
NOT PRESENT:	Councilmember Dan Schilling

ALTA TOWN COUNCIL WORK SESSION – 3:00 PM

1. **Call the work session to order**

00:00:00

Mayor Bourke called the work session of August 12, 2026 to order.

2. **Discussion regarding application by Shallow Shaft, LLC and Walter Krebsbach to Amend the Text of the Base Facility Zone Ordinance**

00:01:00

Andrina Hougham, representing the property owners, provided an overview of the property's history and the owners' efforts to work with Town staff and the Planning Commission on a redevelopment proposal for the Shallow Shaft and zoning text amendment for Zone C of the Base Facilities Zone. Hougham explained that the existing property had operated as a ski shop, restaurant, and apartment and had been closed since 2020. The proposed text amendment would create a definition for a "compact hotel facility" limited to Zone C of the Base Facility Zone and would allow guest rooms to include shared provisions for cooking. Hougham stated that the proposed language had been developed in consultation with Town staff and legal counsel and that the owners had incorporated feedback received from the Planning Commission and Town Council. Hougham also reviewed the room calculations using the definition of 600 square feet and proposed removing the specific eight-room limitation from the definition so that the property would remain subject to the Town's existing density requirements.

Hougham then reviewed the proposed retail component. Hougham stated that the owners understood the Council's preference for including retail space and proposed a 400-square-foot retail area. The proposal would preserve the Town Council's ability to waive the retail requirement in writing. Hougham noted that at the direction of the Town the proposed amendment would not require additional parking for a retail commercial service space of 400 square feet or less and included language allowing the Town or its delegate to waive the retail parking requirement in writing. Hougham explained that the current design included five parking spaces within the building's covered parking area. Under the requirements discussed, the hotel component would require one parking space for every eight guest rooms, and the employee housing would require one additional space. The proposed retail space would require two additional parking spaces if the full 400 square feet were subject to the applicable parking requirement, resulting in five required spaces under the proposal. Hougham stated that the property also had approximately two to three additional parking spaces outside the building, depending on whether vehicles were parked parallel to the road or into the hillside. Hougham therefore stated that the current design could accommodate the parking associated with the proposed retail space.

Hougham reported that the proposed redevelopment would relocate and reorient the building, increase the building coverage from approximately 44 percent for the existing development to approximately 51 percent, and include covered parking. Hougham described the proposed building as containing five hotel units, employee housing, a retail or café space, renewable energy features, avalanche-resistant construction, improved snow storage and runoff management, and accessibility features. The owners stated that the building was intended to operate as a lodging facility rather than a condominium and that the units would be rented rather than individually sold.

Cawley advised the Council that the remaining discussion focus on the individual components of the proposed text amendment and the reasons for either approving or rejecting each component so that the record would clearly establish the Council's legislative intent. Cawley explained that the Council had broad legislative authority to approve, modify, partially approve, or deny the proposed amendment. Regarding the lot size provisions, Cawley noted that the Zone C properties presented unique circumstances because of their small size and stated that the Council could consider the purpose of the Base Facility Zone in determining whether changes were appropriate. Cawley identified the proposed hotel use with cooking provisions as the more significant policy issue and recommended that the Council consider whether such a use should be limited to Zone C, whether small commercial properties could reasonably support standalone retail uses, and what precedent the amendment might establish. Cawley also stated that small retail spaces of 400 square feet or less were unlikely to create a significant parking impact and recommended that any waiver authority for the retail requirement remain with the Council. Cawley further explained that the Town was reviewing zoning compliance at existing lodging properties where rooms with kitchens may be operating as legal nonconforming uses or may require other measures to establish compliance.

The Council then discussed questions of consistency, precedent, and broader commercial policy. Carolyn Anctil expressed concern that allowing cooking facilities in a significant portion of the proposed hotel rooms would represent a substantive change from the existing conditions at other Base Facility Zone lodging properties and could establish a precedent. Hougham and Walter Krebsbach stated that the proposed amendment was limited specifically to Zone C and that similar kitchen facilities existed in other properties.

Cawley noted that the Town's strategic planning discussions had identified equality as a guiding principle and recommended that the Council discuss on the record whether the proposed use should be limited to Zone C. Craig Heimark expressed support for strengthening the Town's commercial core but stated that one-off zoning changes were difficult to evaluate without an updated General Plan. Heimark identified the distinction between the proposed lodging use and condominium ownership, the treatment of similar existing uses elsewhere in the Town, and the broader question of encouraging business development as issues requiring consideration.

Elise Morgan expressed appreciation for the owners' willingness to modify the proposal in response to Town feedback and stated that the proposed redevelopment appeared consistent with the purpose of the Base Facility Zone. Morgan also expressed support for allowing the owners flexibility regarding the retail component rather than requiring the Town to dictate their business plan.

Anctil stated that, although the owners had reported generally positive discussions with Council members, Anctil did not support the proposed redevelopment and expressed a preference for a restaurant and community gathering space at the Shallow Shaft property. The owners explained that they did not intend to rebuild a restaurant without a reasonable expectation that it could operate successfully and stated that, if the text amendment was not approved, they intended to remain within the existing footprint and develop the property as a hotel under the uses otherwise permitted by the Base Facility Zone. Mayor Bourke confirmed that understanding, and Hougham confirmed that the owners would tear down and rebuild within the existing footprint if the text amendment was not approved. The Council also discussed the proposed employee housing unit, including its size, occupancy, and access to natural light and egress. The owners stated that the employee housing would comply with the applicable code and indicated that they were willing to consider adjustments based on Council concerns.

3. **Motion to adjourn**

01:01:50

MOTION: Elise Morgan motioned to adjourn, and Carolyn Anctil seconded.

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

RESULT: APPROVED

ALTA TOWN COUNCIL MEETING – 4:00 PM

1. **Call the meeting to order**

01:05:20

Mayor Bourke called the August 12, 2026 Alta Town Council meeting to order.

2. **Citizen input**

01:05:45

Brent Pratt, owner of Snowpine Lodge since 2011, addressed the Council regarding the challenges of investing and operating a lodging business in Alta and the potential sale of other properties in Town. Pratt described a long personal history with Alta and stated that the Snowpine Lodge investment had been substantially more costly than originally anticipated, resulting in significant debt and a need to generate revenue during both the winter and summer seasons. Pratt encouraged the Town to consider how its regulations and policies could support investment and redevelopment, particularly as properties such as the Peruvian Lodge and Rustler Lodge may become available for sale. Pratt stated that the visual aspects of the Shallow Shaft and Deep Powder House were negatively affecting both property owners and the Town and encouraged the Town to take a more proactive approach to redevelopment and resolve longstanding property issues.

Pratt compared Alta with other resort communities, including Snowbird and Park City, and stated that those communities benefited from greater critical mass, summer events, and coordination between lodging and recreational activities. Pratt said that Snowpine had experienced lower occupancy because Alta lacked the same level of marketing, events, and summer activities, and encouraged the Town to consider recurring events and other opportunities to increase year-round visitation. Pratt also discussed condominium hotel models, explaining that units could be individually owned while remaining available for hotel rental when the owners were not using them. Pratt stated that such a model could reduce the amount of equity required from a new investor and argued that, from the Town's perspective, a condominium hotel could operate similarly to a traditional hotel. Pratt encouraged the Town to consider greater flexibility in its regulations to make redevelopment and investment more financially feasible. Pratt also expressed concern that the relationship between the Town and property owners had not been balanced, citing restrictions on signage and exterior lighting at the Snowpine as examples. Pratt stated that Snowpine had paid substantial transient occupancy taxes since opening but had not generated a return on the owner's investment and encouraged the Town to view property owners as partners in maintaining a viable resort community.

Pratt further suggested that the Town consider opportunities associated with the Forest Service land exchange and potential additional commercial development at the base of Alta. Pratt concluded by emphasizing the importance of maintaining Alta's character while also creating sufficient economic activity to support businesses and attract future investment and said a town that doesn't grow dies. Morgan asked Pratt to identify the properties Pratt had referenced as potentially coming up for sale. Pratt identified the Peruvian and stated that, following Anderson's passing, he expected the Rustler to become available within a few years. Pratt encouraged the Town to plan proactively for the future of those properties. Anctil expressed concern that increased growth could cause Alta to lose the characteristics that residents valued.

Mark Haik addressed the Council following the previous evening's tax hearing and requested additional time to comment on the discussion in light of the length of Pratt's comments. Haik expressed agreement with Pratt's concerns regarding the Town's relationship with property owners and also acknowledged Anctil's preference for limiting growth. Haik suggested that Pratt be considered for appointment to the Capital Committee based on Pratt's investment and development experience. Haik then discussed the Capital Committee's upcoming work and the need to establish a financing strategy for the Town's anticipated capital projects. Haik noted that the committee's timeline was short given the goal of beginning expenditures in spring 2028 and recommended that Cawley prepare specific information for the committee's September 2 meeting and its discussions with Zions Bank. Haik recommended compiling an inventory of municipal water identified as legally available on the State of Utah's website, the sewer district map, permitted water diversion infrastructure throughout Town, the status of electronic water meters, and a complete inventory of assets that could potentially be pledged for financing. Haik also emphasized the importance of identifying the Town's water and sewer ratepayers when evaluating potential bond financing. Haik further raised questions regarding the relationship between the Town's 1976 water contract and sewer service extensions, stating that the contract did not determine eligibility for sewer service. Haik referenced prior discussions concerning the extension of sewer service to Heimark's property and stated that the 1976 water contract had become moot following subsequent water-related proceedings. Haik recommended that the Town determine in advance which attorneys or other experts would provide advice regarding water and sewer issues, including whether existing counsel or outside specialists would be consulted. Haik concluded by encouraging the Town to improve its preparation and planning for the capital financing process.

Margaret Bourke asked for clarification regarding the planned extension of the Cross Tow water line. Bourke noted that hydroseeding appeared to have already been completed and asked where additional construction associated with the water line extension was expected to occur.

3. **Insurance Renewal with Utah Local Governments Trust, Josh McKell**

01:33:30

Clancy introduced Josh McKell and noted their longstanding working relationship with the Town. McKell explained that the Utah Local Governments Trust was an interlocal government entity owned by its members and provided insurance coverage to approximately 91% of Utah's cities and towns. McKell reviewed the Town's workers' compensation, general liability, automobile, and property coverage. For workers' compensation, McKell reported that the Town had experienced no losses from 2021 through 2024 but had two claims during the 2025 policy year, including one significant claim. McKell explained that the 2025 loss had not yet affected the Town's experience modification rating but would be included in the following year's calculation. The Town's current experience modification rating was 0.85, which resulted in a premium discount. The workers' compensation premium increased due to changes in payroll and class-code rates. McKell explained that premiums were initially based on estimated payroll and were subsequently adjusted through an annual payroll audit based on actual payroll.

McKell reported that the Town's general liability and automobile losses remained favorable. Despite increased payroll, the Town's general liability premium was expected to decrease by approximately $1,400, and the automobile premium was expected to decrease by approximately $1,900. McKell explained that the Trust's actuarial models were updated annually and that favorable results could result in reduced premiums. The Town's property insurance premium increased by approximately 13%, primarily due to increased property claims and higher reinsurance costs, with approximately 3% attributed to inflation. McKell stated that the increase was not attributable to the Town's loss performance.

McKell concluded by commending the Town for its efforts to maintain safe operations, avoid losses and lawsuits, and protect its infrastructure.

4. **Presentation of the business License Study, Zions Public Finance**

01:44:40

Brooke Boone introduced a presentation on the Town's business license fee study conducted by Zions Public Finance. Boone explained that the study was intended to evaluate business and liquor license fees and related ordinances and resolutions. Boone noted that, under Utah Code § 10-1-203, business license fees could not be used to generate additional revenue and were limited to the Town's actual costs of processing, regulating, and providing services to businesses. The study therefore established the maximum fees that could legally be charged; it did not establish the fees that the Town Council would ultimately adopt. Boone stated that the Council retained discretion to set fees below the identified maximums. Boone also explained that the Town had selected Zions Public Finance through a request-for-proposals process and that the study considered base administrative costs, enhanced service fees, and disproportionate service fees.

Aaron Sanborn presented the study and explained that the base administrative fee was calculated from the direct staff time required to process a business license, including wages and benefits for the Town Clerk and Deputy Town Clerk, as well as applicable indirect costs, training, supplies, software, and the cost of conducting the study. The study calculated the administrative cost based on the estimated time required to process each license category. Sanborn explained that the study also considered enhanced services that the Town provided to certain businesses or areas. One such service was parking enforcement and patrol by the Marshal's Office. Based on information provided by Town staff, approximately two hours per day, or 720 hours annually, were spent patrolling designated parking areas. The associated annual cost was approximately $51,000. The study allocated portions of that cost to Alta Ski Area and hotels based on their respective shares of the parking areas being patrolled, while the remaining portion would continue to be supported by general tax revenues. Sanborn noted that the proposed fee structure was based on a prior study in which the parking fee was treated as a single annual fee per business operation rather than being assessed separately for multiple business entities within the same operation.

Sanborn also reviewed an enhanced service fee associated with short term rentals in the Peruvian Estates area. Town code required certain additional steps before a business license could be issued in that area, including documentation and notifications related to Interlodge from the Marshal's Office. The study estimated the staff time required to perform those additional services and calculated a corresponding fee that could be assessed to businesses seeking a license in Peruvian Estates. Sanborn then explained the methodology for calculating disproportionate service fees. The analysis compared the level of service provided to businesses with the baseline level of service provided to a single-family residence, using two years of Marshal's Office call data. The study identified an average of 14 calls involving 89 single-family residences, establishing the baseline service level. The analysis also determined the cost of a Marshal's Office response based on the portion of the department's budget attributable to responding to calls and the number of calls during the fiscal year. The resulting cost per call was calculated at approximately $232.84.

Sanborn explained that businesses were grouped by license category and their average calls for service were compared with the residential baseline. Based on the available data, hotels, daycare businesses, and the ski lift company were identified as having a disproportionate level of service compared with single-family residences. Other business categories either had no calls or remained below the baseline and therefore did not support a disproportionate service fee under the study methodology. Sanborn emphasized that the resulting amounts represented the maximum fees that could be charged and were not recommendations for the fees the Council should adopt.

Sanborn reviewed the resulting maximum fees by business and liquor license category. The proposed amounts differed from the Town's existing fees, with some categories increasing and others decreasing based on the time required to process the licenses and the applicable service impacts. Sanborn noted that the liquor license fees showed a significant decrease because the licensing process had become more streamlined since the previous analysis. The study had not evaluated liquor license processing in the 2021 fee study. Sanborn concluded that the figures represented the amounts necessary to recover 100% of the Town's calculated costs associated with business licensing and related services, while the Council would determine the actual fees to be adopted.

Jen Clancy thanked Sanborn for the business license fee study and clarified that the Town's current licensing approach for the ski area generally involved separate licenses by building. Clancy explained that staff had discussed moving toward a single business license for the ski area, provided the activities conducted at the various facilities were operating under the same registered business, which would simplify the licensing process for both the Town and the ski area. Clancy also noted that the amount identified in the study for the ski area did not represent the total amount currently paid because there were additional costs associated with the existing licensing structure. Boone clarified that businesses with liquor licenses would pay those fees in addition to the applicable business license fee.

Clancy explained that the study was one tool for the Town to use in evaluating its fee schedule and requested Council feedback on the types of options to include in a proposed fee update. Staff intended to provide a report and potential fee options at the next Council meeting so that any changes could be adopted in time for the upcoming business license cycle. Morgan recalled that the previous business license fee study had been completed in 2021 and that the Council had engaged in extensive discussion before establishing the current fees. Morgan requested that the next report include a comparison of the 2021 maximum fees, 2026 maximum fees, and current fees to provide context for the changes. Clancy agreed to provide either the prior report or a comparison table.

The Council discussed how businesses should be presented in the fee analysis. Anctil asked whether the report could identify the number and types of individual businesses within each category. Morgan preferred that the report provide the number of licenses in each category rather than identify individual businesses, to avoid introducing bias into the Council's consideration of the fee structure. Morgan and Clancy anticipated that the Council might need a work session to review the options, similar to the process used in 2021, when the Council considered different percentages of the maximum fees before providing direction.

Morey discussed the data used for the study and noted that the Town's existing systems were designed primarily to track Marshal's Office activities rather than conduct business license fee analyses. Morey stated that some information therefore involved staff estimates and anecdotal experience, including the amount of time the Marshal's Office spent proactively patrolling ski area parking lots. Morey emphasized the distinction between the regulatory function of a business license and services provided by the Town. Morey noted that although the Marshal's Office provided enhanced services in the ski area parking lots, the Town already had a separate agreement with the ski area under which the Town received parking in exchange for services. Morey offered to assist the Council and staff in evaluating these types of circumstances as the fee schedule was considered. Boone thanked Morey and Sarah McCloskey for their assistance with compiling the data for the study.

Morgan emphasized that the Council should consider the purpose of business license fees and the relationship between the costs of regulating businesses and the services provided by the Town rather than automatically adopting the maximum fees identified in the study. Morgan noted that the ski area presented particular challenges under a building-by-building licensing structure and supported treating the ski area as a single business when its activities were complementary.

Bourke summarized the discussion by confirming that business license fees could not generate additional revenue for the Town but also did not need to result in the Town subsidizing the licensing process. Clancy characterized the objective as finding an appropriate balance between those considerations and noted the complexity of accurately calculating the applicable costs. Morgan stated that categories where the study showed lower fees should be adjusted accordingly. Heimark indicated that they had questions regarding the study data but suggested discussing them directly with Sanborn rather than using Council meeting time for detailed questions. Sanborn agreed to a separate call with Heimark to review the information.

5. **<u>Alta Ski Area update, Mike Maughan</u>**

02:18:00

Mike Maughan wasn't present to give an update.

6. **<u>CAPITAL Committee Update</u>**

02:18:10

Chris Cawley provided an update on the Capital Committee and reported that the committee had held its first meeting, which primarily served as a refresher on the Town's capital improvement planning process following the end of the ski season. Cawley noted that the committee had another meeting scheduled for September 2 and had tentatively identified a date in late October, although the need for a regular meeting schedule was apparent. Cawley stated that the committee had discussed holding shorter, more frequent meetings. The September meeting was expected to focus on the sources of Town revenues and how those revenues relate to the services consumed by different users. Cawley noted that information and analysis from the business license fee study could be incorporated into that discussion.

Cawley stated that the committee's broader goal was to remain focused on potential funding options identified in the staff report. Cawley reported that the Town was making progress toward issuing a request for qualifications for a feasibility study related to a potential new Town building. Cawley also reported that staff had been working with UDOT to explore the feasibility and desirability of locating certain UDOT functions at the Town's site, noting that UDOT had historically maintained equipment at the site. Heimark stated that the first Capital Committee meeting had been productive and that the discussion had been efficient.

7. **Discussion and possible action to adopt Ordinance 2026-O-13 regarding fire restrictions and delegating authority to Town Manager**

02:21:00

Mayor Bourke introduced Ordinance 2026-O-13, which was intended to streamline the Town's process for implementing changes to fire restriction stages. Polly McLean explained that the ordinance updated the Town's existing fire restrictions to more closely align with Stage 1 restrictions and delegated authority to the Town Manager to elevate fire restrictions when specified conditions were met, including elevated restrictions in surrounding jurisdictions or consultation with the fire marshal. McLean also explained that the ordinance would allow the Town Manager to issue annual fireworks restrictions without requiring Council action each year. The ordinance retained the Council's authority to override or modify the Town Manager's determination.

Anctil raised a concern regarding the differing fire restrictions applicable to private property and nearby U.S. Forest Service land. Anctil reported that a cabin owner had questioned why fires were prohibited for private properties while campfires were permitted at a nearby Forest Service campground and expressed concern about the potential risk to private homes. McLean explained that the Town did not have jurisdiction over Forest Service land and attempted to maintain restrictions that were consistent with those imposed by the Forest Service.

Tyler Lintz, a Battalion Chief with Unified Fire Authority, explained that Forest Service campgrounds were subject to different restrictions because they were located on federal land. Lintz stated that the Forest Service considered designated campground fire rings to be lower risk because they were attended, had nearby water sources, and were located within established campgrounds. Lintz noted that similar jurisdictional differences existed in Brighton, where private property within or adjacent to Forest Service campgrounds remained subject to different fire restrictions. Cawley added that the Forest Service managed fire restrictions by geographic management units and that, at the time, no fire restrictions were in place on the Wasatch portion of the Forest Service land in the area. The Council acknowledged the jurisdictional differences but determined that the issue was separate from the ordinance under consideration.

MOTION: Elise Morgan motioned to adopt Ordinance 2026-O-13 as to form. Carolyn Anctil seconded.

ROLL CALL VOTE: Councilmember Anctil – yes, Councilmember Heimark – yes, Councilmember Morgan – yes, Mayor Bourke – yes, Ordinance 2026-O-13 was approved.

RESULT: APPROVED

8. **Mayor's Report**

02:30:30

Mayor Bourke provided the Mayor's Report and recognized the recent deaths of two members of the Alta community, Bill Binger and Nick Besobrasov. Mayor Bourke described Binger's longstanding connections to Alta, including service as a postal clerk and Alta ski patroller, and noted Binger's publication, *Highway 210 to Alta*. Besobrasov, a Powder Ridge resident, was also recognized following their death in a traffic accident in Wyoming.

Mayor Bourke reported that a meeting with Senator John Curtis regarding Alta and Little Cottonwood Canyon remained a possibility following an earlier unsuccessful attempt to meet with the Senator. Mayor Bourke also commented on the absence of visible snow remaining in the surrounding mountains and connected the observation to broader changes in weather and wildfire conditions.

Mayor Bourke reported that Rocky Mountain Power was proceeding with plans to bury power lines in Alta to reduce wildfire ignition risk, but noted that excavation had resulted in several service disruptions. On June 27, excavation along the highway damaged a natural gas line, interrupting gas service throughout Town for approximately four hours. On August 4, continued excavation damaged fiber optic lines serving the Rustler and Snowpine. Mayor Bourke noted that the disruptions had affected residents and businesses, although emergency personnel responded to the incidents. Mayor Bourke discussed wildfire-related power reliability measures and noted that utilities were considering faster power shutoff settings to reduce the risk of wildfire ignition, while recognizing that such measures could increase the frequency of power outages and reliance on backup generators.

Mayor Bourke also reported on an August 5 meeting convened by Senator Kirk Cullimore regarding Little Cottonwood Canyon. Approximately 50 people attended, and Mayor Bourke stated that discussion of the gondola was limited while there was general support for improving and expanding bus service. Mayor Bourke reported that former Millcreek Mayor Jeff Silvestrini had volunteered to facilitate an ongoing group addressing Little Cottonwood Canyon issues, with meetings anticipated approximately twice per month. Mayor Bourke stated that the meeting had demonstrated increased legislative attention to the issue and that Mayor Bourke had invited Cullimore to visit Alta.

Heimark added that the meeting had taken approximately a year and a half to organize and stated that, despite initially having low expectations, the meeting had produced some positive direction. Heimark noted that more difficult issues had not yet been addressed but expressed support for Silvestrini's role as a facilitator or mediator and indicated that mediation could be beneficial.

Mayor Bourke reported that Bourke and Mike Maughan were scheduled to meet with representatives of UTA the following week to discuss winter bus service to Alta. Mayor Bourke stated that the goal was to explore service to both major base areas, including Goldminer's Daughter and Albion, with sufficient frequency to make the service useful to visitors and reduce parking demand. Anctil emphasized that the service should provide meaningful access rather than simply dropping passengers at the top of the driveway.

Mayor Bourke then provided the Mayor's astronomy report concerning the Artemis II flight path. Bourke explained the distinction between elliptical and hyperbolic orbital paths and used examples of light fixtures and conic sections to illustrate the concepts. Mayor Bourke described how the Artemis II spacecraft would travel from Earth toward the Moon, enter the Moon's sphere of influence, follow a hyperbolic path around the Moon, and return toward Earth, comparing the trajectory to the free-return path used by Apollo 13. Mayor Bourke also noted that similar hyperbolic trajectories could occur when celestial objects pass near Earth.

Mayor Bourke announced that the next Town Council meeting was scheduled for September 9 at 4:00 p.m.

9. **Approval of consent agenda:**
    - **July 8, 2026 Town Council Meeting Minutes**
    - **August Staff and Finance Reports**

02:42:25

MOTION: Elise Morgan motioned to approve the consent agenda for July 8, 2026. Carolyn Anctil seconded.

VOTE: All were in favor. The August 12, 2026 consent agenda was approved.

RESULT: APPROVED

10. **Questions regarding department reports**

02:42:50

Marshal Morey reported that the Marshal's Office is conducting a sexual assault investigation that was initiated in early August. Morey stated that the incident does not involve members of the Alta community and that there is no continuing danger or threat to the Alta community. Morey explained that the Marshal's Office is not releasing additional details at this time because doing so could compromise the investigation, affect the integrity of the case, expose the victim's information, or interfere with other agencies that may be assisting. Morey emphasized that the Marshal's Office has brought all appropriate resources to the investigation and will provide additional information when it can do so without compromising the case. Council Member Carolyn Anctil thanked Morey for confirming that there is no ongoing threat and noted that the Council should be informed if that changes. Morey asked for the Council and community's patience and confidence while the investigation proceeds.

Mark Haik noted that the draft minutes from the prior meeting appeared to contain a duplicated sentence regarding his comments about state-assessed properties. Haik asked staff to review the minutes and make the appropriate correction.

11. **New business**

02:47:25

Brooke Boone announced that the Town is seeking applicants for an administrative law judge and encouraged anyone interested or qualified to review the Request for Proposals on the Town of Alta website. McLean explained that the position requires an attorney licensed in Utah with knowledge of administrative law and the ability to fairly review appeals and apply the Town's code. Jen Clancy clarified that applications are due September 18, correcting a September 19 date that was inadvertently included in the staff report. Staff reported that they have received limited interest to date and expressed a desire to receive additional applications so the Town Council will have a choice among qualified candidates.

12. **Discussion and possible action to commence a closed meeting to discuss a matter authorized by Utah Code section 52-4-205**

No call for a closed meeting.

13. **Motion to adjourn**

02:49:00

MOTION: Carolyn Anctil motioned to adjourn, and Craig Heimark seconded.

VOTE: All in favor. The meeting was adjourned.

RESULT: APPROVED

Passed this 9th day of August, 2026

Jen Clancy

Jen Clancy, Town Clerk