



The Regular Meeting of the
Brian Head Town Council

Brian Head Town Hall – Council Chambers
56 North Highway 143 – Brian Head, UT 84719

[www.Zoom.us \(Click Here\)](https://www.zoom.us/j/89490556444)

Via Zoom Meeting ID# 894 9055 6444

TUESDAY, OCTOBER 13, 2026 @ 1:00 PM

AGENDA

- A. CALL TO ORDER**
- B. PLEDGE ALLEGIANCE**
- C. EMPLOYEE RECOGNITIONS: Trace Whitelaw & Jake Lister, Public Works - Tech
1 Water Certifications**
- D. APPROVAL OF THE MINUTES: September 22 , 2026, Town Council Meeting**
- E. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS.** Public input is limited to three (3) minutes on non-agenda items.
- F. AGENDA ITEM:**
 - 1. PUBLIC HEARING: PROPOSED AMENDMENT TO THE FISCAL YEAR 2027 TOWN BUDGET.** A public hearing to receive comments for a proposed amendment to the FY2027 Town Budget. Comments are limited to three minutes, and written comments may be submitted to the Town Clerk at nleigh@bhtown.utah.gov.
 - 2. ORDINANCE AMENDING THE FISCAL YEAR 2027 TOWN BUDGET.** Shane Williamson, Town Treasurer. The Council will consider an ordinance amending the FY 2027 Town Budget ending June 30, 2027.
 - 3. TOWN SURPLUS DISCUSSION.** Shane Williamson, Town Treasurer. The Council will hold a discussion on the Town's surplus.
 - 4. RESORT SUMMER LIFT OPERATIONS REPORT.** Jaxon Haderlie, Brian Head Resort. The Council will review the annual report from Brian Head Resort on the Resort's Summer Lift Operations.
 - 5. RESTAURANT TAX GRANT PROJECT.** Bret Howser, Town Manager. The Council will consider applying for grant funding from the Restaurant Tax Grant.
 - 6. TOWN WALKING TRAIL PHASE IV BID AWARD.** Bret Howser, Town Manager. The Council will consider awarding the contract for the Phase 4 of the Town Walking Trail.
 - 7. ZONE DISTRICT MAP AMENDMENT.** Greg Sant, Planning & Planning Administrator. The Council will consider an ordinance amending the Zone District Map for lots 17, 19, 20, & 21 in the Brian Head Unit 3 Subdivision from Medium Density Residential (R2) to Multi-Family Residential (R3).



8. **PUBLIC IMPACT REMEDIATION BOND DISCUSSION.** Greg Sant, Planning & Building Administrator. The Council will hold a discussion on a potential new bond for public impact on construction projects.

9. **FUTURE AGENDA ITEMS.** Discussion on potential items for future Council agendas.

G. ADJOURNMENT

Date: October 9, 2026.

Available to Board Members as per Ordinance No. 11-003 authorizes public bodies, including the Town, to establish written procedures governing the calling and holding of electronic meetings at which one or more members of the public board may participate by means of electronic communications. In compliance with the Americans with Disabilities Act, persons needing auxiliary communications aids and services for this meeting should call Brian Head Town Hall @ (435) 677-2029 at least three days in advance of the meeting.

CERTIFICATE OF POSTING

I hereby certify that I have posted copies of this agenda on the Brian Head Town website, Utah Public Meeting website, and at the Town Hall according to Utah Code Annotated §63A-20-102 and have caused a copy of this notice to be delivered to the Daily Spectrum, a newspaper of general circulation.

Nancy Leigh, Town Clerk



BRIAN HEAD

STAFF REPORT TO THE TOWN COUNCIL

ITEM:

PLANNING AND BUILDING DEPARTMENT REPORT

Author: Greg Sant

Date: October 13, 2026

Department: Planning and Building

Type of Item: Informational

Building Report:**2026 Building Permits Summary:****September****2026****YTD 2025**

Issued Permits by Category -

Single Family Dwellings	0	11	5
Townhomes (in Dwellings)	0	0	15
Additions/Remodels/Accessory Unit	1	5	10
Minor Alterations	0	1	18
Tree Removal	0	30	22
Commercial	0	3	2
Utilities (Electric, Gas, Water, Sewer)	4	17	4
Total	5	67	76

2026 Land Use Permits Summary:

Issued Permits by Category –

Winter R.O.W. Permit

Grading/Excavation Subdivision	1	7	2
Trenching/Encroachment	6	12	12
Total	7	19	14

2026 Land Use Submitted Applications:

By Category –

Conditional Use Permits	0	0	1
Lot Line Adjustment/Minor Plat Amendments	1	10	2
Preliminary Plat	0	2	1
Final/ Amended Plat	0	4	1
Vacating ROW/Easement	0	2	1
Zone Amendment	0	1	0
Total	1	19	6

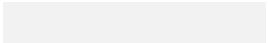
2026 Summary of Fees Collected:**September****YTD 2026**

By Category -

Building Permit Fees	\$325.00	33,635.15
Plan Check Fees	\$300.82	22,065.56
Encroachment Permits	\$2,100.00	5,535.00
Winter R.O.W. Permit		
Tree and Grading Permit Fees	\$402.50	11,856.50
Land Use Permit Fees	\$500.00	10,202.00
Sub-Total	\$3,628.32	83,294.21

2026 Summary of Impact Fees Collected:	September	YTD 2026
<u>Impact Fees Collected</u>		
Water Connection and Impact Fees	\$38,436.00	121,516.42
Sewer Connection and Impact Fees	\$8,743.56	47,758.44
Total Fees Collected	\$47,179.56	169,274.86

2026 Inspections Summary:	September	2026	YTD 2025
Inspections by Permit Type –			
Single Family Homes and Cabins	25	169	167
Multi-Family (Townhomes)	3	96	169
Additions/Remodels/Minor Alterations	4	29	20
Commercial	0	5	14
Utilities	13	35	5
Fire Mitigation	1	2	4
Grading	0	0	0
Total	46	336	379





Brian Head Town Council Update

October 1, 2026

Marshal's Office:

Summer has wound down and we are loving the fall weather we are having. August was thankfully a very wet month with over 7" of rain reported in Brian Head. This puts a damper on wildfires, and we are so thankful for that. Trainings have been great as we are able to get outside and do both police tactics and fire tactics for fire meetings. The shoulder season has been a blast from the past and we have welcomed that too.

Labor Day weekend was busy with people, but no major incidents were reported in Brian Head. We took care of some trespassing hunters in the Aspen Meadows area. This will take some time to educate people that where they have accessed in years past is no longer allowed as private landowners now wish to protect their properties from trespassing. So far, everyone has been very respectful and understanding of the crackdown and enforcement. In most cases, the hunters weren't hunting on the private land rather they were accessing the public land by crossing the private property.

The cows were back in force in September. We handled many animal related calls associated with cows. We are working with the cattlemen to try and bring back the electric fence that we had up before the Brianhead Fire in 2017. They want to address this concern next summer as they too don't like the cattle coming into town.

Incidents for August= 66

Incidents for September=62

Fire Department:

I mentioned last report about the progress on the fuels project on the 7 acre "Archery Range" off Snowshoe and Toboggan. The progress has continued and the work looks fantastic. I am excited to see finished project once we burn the piles next fall or spring of 2028. They will need that time to cure and burn clean.

The fire department received some grant funding that will help us with additional 12-lead monitors. The new monitors will still be refurbished as we cannot afford new ones. But the refurbished monitors will be new enough that we will be able to get service work done and they match what Gold Cross Ambulance is running. This helps with transferring patients from our care to their care. The grant value was \$36K and Deputy/Asst. Fire Chief Danny Abbott did the work to apply for and receive this grant.

Our fuels chipper service came through town and did a great job helping out with landowners chipping piles. This project is intended to assist property owners maintain a safe level of fuels on their property. We are encouraging everybody to thin, and limb the trees on their property. We ask them to start with all of the dead, dying and down fuel. We also offer a property evaluation and can point them in the direction of a model lot. This project can really help out with getting a better insurance rating. We are so thankful for those who have taken the fuels reduction seriously and have cleaned their lots. In some cases these people have spent thousands of dollars and we do recognize that level of commitment.

The volunteer fire department participated in the annual Labor Day Parade in Parowan. They do such a great job cleaning our trucks and getting them ready for this event. I get so many compliments on how nice our equipment looks.







Public Works Department - Monthly Update

October 2026

Mayor and Council,

Everyone is starting to prepare for the snow, and all are looking forward to it. Crews are busy finishing up some last-minute items and starting to prepare equipment for winter. We have been going through all the tire chains, blades and blowers to make sure they are ready for what we hope is a decent winter. We did receive our new blower in the spring this year and have high hopes we will be able to use it.

The park is just about all wrapped up for the year and should almost be done mowing it here in the next few weeks. The crew has cleaned up all the sport nets and picnic tables that need to be and have shut the sprinklers off for the year.

We are in the process of having 20% of the sewer system cleaned right now and it should be done mid-week. A crew has been busy staying ahead of them and uncovering manholes and the covering them once they are all done. They

have also fixed a few small issues that they have found and doing what maintenance they can while things are open.

There has also been a crew out repairing man-hole collars that have been a problem for the plows in the past. Hopefully by doing this it will minimize some of the damage to the roads and the plows that have occurred in past winters. The same crew continues to grade roads and do some drainage work to try and help improve the dirt roads.

The SAA projects are all wrapping up and should all be done except for a few clean-up items that will need to be addressed next spring. The projects look good and the cleanup and outcome is a huge difference from what these roads started at.

Jared Tubbs

Public Works Director



ITEM: ORDINANCE AMENDING FY 2027 BUDGETS

AUTHOR: Shane Williamson
DEPARTMENT: Administration
DATE: October 13, 2026
TYPE OF ITEM: Legislative Action

SUMMARY:

The Council will adopt Ordinance No. 26-015 amending the Fiscal Year FY 2027 Brian Head Town Budget(s).

BACKGROUND:

With the close of FY 2026, the Town needs to carry forward Capital project budgets for projects that overlap multiple fiscal years. In addition, a FY 2026 General Fund surplus triggered annual surplus bonuses reflected in the proposed adjustments to the FY 2027 budget.

ANALYSIS:

After closing the FY 2026 budget, staff calculated a \$113,265 general fund surplus. This is down from the previous year because of specific measures taken to reduce it, including adding staff, enhancing operational services, and addressing inflation.

General Fund – 10

Revenue

- 10.3890 – Fund Balance Appropriated: Increased by \$30,830. This illustrates bringing forward part of the FY 2026 surplus funds to the General Fund.

Expense

- 10.4140.110 – Admin – Salaries & Wages: Increased by \$7,536 to account for the admin portion of the Annual Bonus Program.
- 10.4140.130 – Admin – Employee Benefits: Increased by \$847 to account for the admin portion of the Annual Bonus Program.
- 10.4180.110 – P&Z – Salaries & Wages: Increased by \$1,077 to account for the admin portion of the Annual Bonus Program.
- 10.4180.130 – P&Z – Employee Benefits: Increased by \$182 to account for the admin portion of the Annual Bonus Program.
- 10.4210.110 – Police – Salaries & Wages: Increased by \$9,689 to account for the PS portion of the Annual Bonus Program.
- 10.4210.130 – Police – Employee Benefits: Increased by \$169 to account for the PS portion of the Annual Bonus Program.
- 10.4410.110 – Streets – Salaries & Wages: Increased by \$9,689 to account for the PW portion of the Annual Bonus Program.

- 10.4410.130 – Streets – Employee Benefits: Increased by \$1,642 to account for the PW portion of the Annual Bonus Program.

Capital Projects Fund – 46

Revenue

- 46.3890 – Fund Balance Appropriated: An increase of \$3,533,772 used for carrying forward projects listed below in the Capital Projects – Expense section.

Expense

- 46.4100.250 – Admin – non-capital: Increase by \$4,500 to carry forward the remainder of the budgeted allocation for elected officials’ board/council chambers improvements.
- 46.4100.255 – Admin – placeholder: Increased by \$205,872 to carry forward remainder of the unallocated surplus from before FY 2026.
- 46.4120.710 Beautification - Shuttle Stops/Crosswalks – increase by \$488,000 to carry forward project budget
- 46.4120.721 Beautification - Trail Lights – increase by \$14,078 to carry forward project budget
- 46.4120.740 Beautification - Town Hall – increase by \$256,000 to carry forward project budget
- 46.4120.750 Beautification - Other Beautification Projects – increase by \$467,444 to carry forward project budget
- 46.4210.250 – Police – Non-capital: Increased by \$6,676 to carry forward remainder of budgeted allocation.
- 46.4210.721 – Police – PS Bldg. Aspen Meadows: Increased by \$270,000 to carry forward remainder of budgeted allocation.
- 46.4210.730 – Police – Equipment: Increased by \$2,750 to carry forward remainder of budgeted allocation.
- 46.4220.730 – Fire – Fire Equipment: Increased by \$54,839 to carry forward remainder of budgeted allocation.
- 46.4410.250 – Streets – non-capital: Increase by \$9,500 to carry forward remainder of budgeted allocation.
- 46.4410.700 – Streets – Streets: Increase by \$1,298,964 to carry forward remainder of budgeted allocation.
- 46.4440.720 – Shop – PW Aspen Meadows Facility: Increase by \$250,000 to carry forward remainder of budgeted allocation, include \$50k of FY 2024 surplus.
- 46.4440.721 – Shop – PW Facility – Increase by \$154,590 for current facility improvements, including parking lot pavement from FY 2024 Surplus.
- 46.4560.700 – Capital Project Recreation: Increase by \$50,559 to carry forward trails work project budgets

FINANCIAL IMPLICATIONS:

The amended FY 2027 budget will become the official budget regulating Town spending in FY 2027.

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Staff recommend the budget(s) be adopted as proposed.

PROPOSED MOTION:

I move to adopt Ordinance No. 26-015 amending the FY 2027 Brian Head Town budget(s), as presented.

ATTACHMENTS:

A – Budget Reports

B – Ordinance Amending FY2027 Budget

**Brian Head Town
Budgeting Worksheet**

10 General Fund - Fiscal Year 2027

		2027	FY 2027	Proposed FY	
	Account No.	Actual	Budget	2027	Proposed FY
				Adjustments	2027 Budget
Revenue:					
Taxes					
3110 General Property Tax (Current Year)	3110	\$0	\$1,090,220		\$1,090,220
3120 General Property Tax (Delinquent)	3120	\$2,344	\$89,128		\$89,128
3130 Sales and Use Taxes	3130	\$0	\$308,303		\$308,303
3135 PAR Tax	3135	\$0	\$57,634		\$57,634
3140 Franchise Tax	3140	\$0	\$4,800		\$4,800
3145 Telecommunication Tax	3145	\$0	\$6,200		\$6,200
3151 Resort Tax	3151	\$0	\$922,138		\$922,138
3152 Highway Tax	3152	\$0	\$172,900		\$172,900
3153 Municipal Energy Tax	3153	\$1,069	\$157,000		\$157,000
3154 Municipal Transient Room Tax	3154	\$0	\$189,000		\$189,000
3170 Fee in Lieu	3170	\$1,162	\$10,231		\$10,231
3190 Penalties on Delinquent Taxes	3190	\$116	\$3,300		\$3,300
3200 Personal Property Taxes	3200	\$3,482	\$35,870		\$35,870
Total Taxes		\$8,173	\$3,046,724	\$0	\$3,046,724
Licenses and permits					
3210.1 Business Licenses - New	3210.1	\$648	\$1,296		\$1,296
3210.2 Business Licenses - Renewal	3210.2	\$62	\$3,224		\$3,224
3212.1 STR Business Licenses - New	3212.1	\$604	\$11,778		\$11,778
3212.2 STR Business Licenses - Renewal	3212.2	\$596	\$36,478		\$36,478
3215 Alcohol Licenses	3215	\$0	\$400		\$400
3220 Enhanced Services Business License Fee	3220	\$56,275	\$701,000		\$701,000
3221.1 Building Permit Fees	3221.1	\$29,423	\$108,200		\$108,200
3221.2 Plan Check Fee	3221.2	\$16,765	\$18,900		\$18,900
3221.3 Tree and Grading Permit Fee	3221.3	\$2,575	\$7,000		\$7,000
3221.4 State Building Permit Fee 1%	3221.4	\$371	\$1,032		\$1,032
3222 Land Use Permit Fees	3222	\$4,950	\$6,000		\$6,000
3223 Disproportionate Service STR Fee	3223	\$1,665	\$119,900		\$119,900
3224 Winter ROW Permit Fees	3224	\$0	\$0		\$0
Total Licenses and permits		\$113,934	\$1,015,208	\$0	\$1,015,208
Intergovernmental revenue					
3312 Public safety fed grant	3312	\$0	\$0		\$0
3314 Public Safety State Grant	3314	\$0	\$0		\$0
3341 General gov't state grant	3341	\$0	\$370,000		\$370,000
3356 Class C Road Funds	3356	\$0	\$110,000		\$110,000
3358 State Liquor Fund Allotment	3358	\$0	\$3,000		\$3,000
3373 County - fire agreements	3373	\$0	\$80,000		\$80,000
Total Intergovernmental revenue		\$0	\$563,000	\$0	\$563,000
Charges for services					
3419 Administrative Charges	3419	\$27,567	\$82,700		\$82,700
3422 Retail Fuel	3422	\$0	\$97,300		\$97,300
3426 Fire Department Revenue	3426	\$180	\$16,600		\$16,600
3428 Misc Police Revenue (Police Reports)	3428	\$5	\$0		\$0
3429 GRAMMA Requests (other than Police Reports)	3429	\$0	\$0		\$0
3435 Shop Charges	3435	\$63,402	\$190,206		\$190,206
3442 Transportation Utility Fee	3442	\$0	\$0		\$0
Total Charges for services		\$91,154	\$386,806	\$0	\$386,806

Fines and forfeitures					
3510 Court Fines	3510	\$0	\$500		\$500
3520 Administrative Fines (Code Violations)	3520	\$0	\$2,000		\$2,000
Total Fines and forfeitures		\$0	\$2,500	\$0	\$2,500
Interest					
3610 Interest	3610	\$0	\$97,000		\$97,000
Total Interest		\$0	\$97,000	\$0	\$97,000
Special Events					
3540 Registration Fees	3540	\$2,300	\$7,250		\$7,250
3541 Registration Fees - 5K	3541	\$1,320	\$0		\$0
3542 Registration Fees - Sales	3542	\$1,100	\$0		\$0
3550 Donations	3550	\$8,000	\$4,000		\$4,000
3570 Other Revenue	3570	\$0	\$5,500		\$5,500
Total Special Events		\$12,720	\$16,750	\$0	\$16,750
Miscellaneous revenue					
3650 Sales of materials and supplies	3650	\$413	\$250		\$250
3680 Building/Pavilion Rentals	3680	\$200	\$3,600		\$3,600
3685 Annexation Cost Reimburesments	3685	\$0	\$0		\$0
3690 Sundry (Miscellaneous)	3690	\$0	\$0		\$0
3691 Health Insurance reimbursement (to be cleared)	3691	\$8,939	\$4,200		\$4,200
Total Miscellaneous revenue		\$9,552	\$8,050	\$0	\$8,050
Contributions					
3802.2 Public Safety Impact Fee/3059	3802.2	\$918	\$1,000		\$1,000
Total Contributions		\$918	\$1,000	\$0	\$1,000
Transfers from other funds					
3825 Transfer from RDA	3825	\$0	\$13,900		\$13,900
3851 Transfer from Water Fund	3851	\$0	\$0		\$0
3890 Fund Balance Appropriated	3890	\$0	\$70,899	\$30,831	\$101,730
Total Transfers from other funds		\$0	\$84,799	\$30,831	\$115,630
Total Revenue:		\$236,451	\$5,221,837	\$30,831	\$5,252,668
Expenditures:					
General government					
Council					
4111.110 Council - Salaries	4111.11	\$0	\$20,600		\$20,600
4111.130 Council - Benefits	4111.13	\$0	\$1,576		\$1,576
4111.230 Council - Travel, Conferences & Training	4111.23	\$0	\$13,350		\$13,350
4111.240 Council - Office Supplies & Expense	4111.24	\$63	\$250		\$250
4111.290 Council - Telephone/Data Plans	4111.29	\$263	\$700		\$700
4111.330 Council - Training & Education	4111.33	\$0	\$0		\$0
4111.450 Council - Expenses	4111.45	\$0	\$150		\$150
4111.610 Council - Miscellaneous Expense	4111.61	\$0	\$0		\$0
Total Council		\$326	\$36,626	\$0	\$36,626
Administrative					
4140.110 Admin - Salaries & Wages	4140.11	\$71,243	\$262,186	\$7,536	\$269,722
4140.111 Admin - Overtime Wages (Administrative)	4140.111	\$566	\$0		\$0
4140.130 Admin - Employee Benefits	4140.13	\$25,351	\$106,443	\$847	\$107,290
4140.210 Admin - Books/Subscriptions/Memberships	4140.21	\$361	\$5,785		\$5,785
4140.220 Admin - Publishing/Legal Notices	4140.22	\$0	\$600		\$600
4140.230 Admin - Meetings, Travel, Conferences & Training	4140.23	\$3,361	\$9,930		\$9,930
4140.240 Admin - Office Supplies/Reimb Expenses	4140.24	\$691	\$6,200		\$6,200

4140.245 Admin - Bank Charges	4140.245	\$0	\$5,000		\$5,000
4140.250 Admin - Equipment Supplies/Maintenance	4140.25	\$584	\$4,150		\$4,150
4140.254 Admin - Vehicle Repair & Maintenance	4140.254	\$14	\$1,800		\$1,800
4140.255 Admin - Fuel & Oil	4140.255	\$452	\$2,000		\$2,000
4140.270 Admin - Bldgs/Grounds - Supplies/Maint	4140.27	\$3,028	\$12,550		\$12,550
4140.280 Admin - Utilities	4140.28	\$572	\$6,000		\$6,000
4140.290 Admin - Telephone	4140.29	\$1,072	\$5,700		\$5,700
4140.310 Admin - Professional & Technical Services	4140.31	\$4,747	\$21,035		\$21,035
4140.312 Admin - Audit & Accounting	4140.312	\$0	\$20,000		\$20,000
4140.330 Admin - Training & Education	4140.33	\$0	\$0		\$0
4140.450 Admin - Elections	4140.45	\$0	\$0		\$0
4140.470 Admin - Uniforms	4140.47	\$0	\$250		\$250
4140.510 Admin - Insurance Expense	4140.51	\$86,583	\$86,882		\$86,882
4140.540 Admin - Promotions/Incentives	4140.54	\$1,991	\$18,540		\$18,540
4140.610 Admin - Miscellaneous Expense	4140.61	\$20	\$340		\$340
4150.610 NonDept - Miscellaneous Expense	4150.61	\$0	\$0		\$0
Total Administrative		\$200,636	\$575,391	\$8,383	\$583,774

Legal

4145.310 Legal - Professional & Technical Services	4145.31	\$2,430	\$7,000		\$7,000
Total Legal		\$2,430	\$7,000	\$0	\$7,000

Planning and zoning

4180.110 P&Z - Salaries & Wages	4180.11	\$28,243	\$111,331	\$1,077	\$112,408
4180.111 P&Z - Overtime Wages (P & Z)	4180.111	\$110	\$0		\$0
4180.130 P&Z - Employee Benefits	4180.13	\$13,903	\$58,721	\$182	\$58,903
4180.210 Admin - Books/Subscriptions/Memberships	4180.21	\$966	\$1,640		\$1,640
4180.220 Planning & Bldg - State Bldg Permit Fee	4180.22	\$0	\$900		\$900
4180.230 P&Z - Travel, Conferences & Training	4180.23	-\$44	\$3,435		\$3,435
4180.240 P&Z - Office Supplies & Expense	4180.24	\$0	\$2,500		\$2,500
4180.290 P&Z - Telephone	4180.29	\$247	\$1,400		\$1,400
4180.310 P&Z - Professional & Technical Services	4180.31	\$8,480	\$11,740		\$11,740
4180.313 P&Z - Engineer	4180.313	\$0	\$0		\$0
Total Planning and zoning		\$51,905	\$191,667	\$1,259	\$192,926

Marketing & Events

4660.250 Marketing & Events - Equip Supplies/Maint	4660.25	\$606	\$2,250		\$2,250
4660.310 Marketing & Events - Prof & Technical Services	4660.31	\$7,500	\$7,500		\$7,500
4660.610 Marketing & Events - Miscellaneous Expense	4660.61	\$29,581	\$47,950		\$47,950
4660.612 Marketing & Events - Advertising/Marketing	4660.612	\$36,808	\$343,250		\$343,250
4660.615 Marketing & Events - Entertainment	4660.615	\$12,650	\$129,300		\$129,300
Total Marketing & Events		\$87,145	\$530,250	\$0	\$530,250

Retail Fuel

4640.245 Retail Fuel - Bank Charges	4640.245	\$0	\$5,740		\$5,740
4640.250 Retail Fuel - Supplies & Maintenance	4640.25	\$0	\$1,500		\$1,500
4640.260 Retail Fuel - Retail Fuel (Town Pump)	4640.26	\$28,799	\$77,100		\$77,100
4640.310 Retail Fuel - Professional & Technical Services	4640.31	\$875	\$825		\$825
4640.510 Retail Fuel - Insurance Expense	4640.51	\$0	\$560		\$560
Total Retail Fuel		\$29,674	\$85,725	\$0	\$85,725

Transit

4650.250 Transit - Supplies & Maintenance	4650.25	\$531	\$500		\$500
4650.310 Transit - Professional & Technical Services	4650.31	\$0	\$11,500		\$11,500
4650.485 Transit - Transporation Service	4650.485	\$0	\$167,075		\$167,075
Total Transit		\$531	\$179,075	\$0	\$179,075

Total General government		\$372,647	\$1,605,734	\$9,642	\$1,615,376
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Public safety**Police**

4210.110 Police - Salaries & Wages	4210.11	\$155,329	\$574,599	\$9,689	\$584,288
4210.111 Police - Overtime Wages (Police)	4210.111	\$10,806	\$32,400		\$32,400
4210.120 Police - Part-time Officers	4210.12	\$6,464	\$29,382		\$29,382
4210.130 Police - Employee Benefits	4210.13	\$104,741	\$426,814	\$169	\$426,983
4210.210 Police - Books/Subscriptions/Memberships	4210.21	\$125	\$830		\$830
4210.230 Police - Travel, Conferences & Training	4210.23	\$1,020	\$13,785		\$13,785
4210.240 Police - Office Supplies & Expense	4210.24	\$39	\$650		\$650
4210.250 Police - Equipment Supplies & Maintenance	4210.25	\$16,040	\$27,700		\$27,700
4210.254 Police - Vehicle Repair & Maintenance	4210.254	\$414	\$7,600		\$7,600
4210.255 Police - Fuel	4210.255	\$5,065	\$24,000		\$24,000
4210.270 Police - Bldg/Grounds Supplies & Maintenance	4210.27	\$1,629	\$6,500		\$6,500
4210.275 Police - Public Safety Building Payment (MBA)	4210.275	\$0	\$60,335		\$60,335
4210.280 Police - Utilities	4210.28	\$388	\$6,000		\$6,000
4210.290.1 Police - Telephone	4210.290.1	\$1,340	\$6,306		\$6,306
4210.290.2 Police - Communications	4210.290.2	\$0	\$41,550		\$41,550
4210.310 Police - Professional & Technical Services	4210.31	\$472	\$14,500		\$14,500
4210.450 Police - Uniforms	4210.45	\$703	\$4,000		\$4,000
4210.451 Police - EMT Supplies	4210.451	\$1,731	\$1,750		\$1,750
4210.452 Police - EMT Training & Travel	4210.452	\$219	\$6,750		\$6,750
4210.453 Police - Search & Rescue	4210.453	\$0	\$500		\$500
4210.610 Police - Miscellaneous Expense	4210.61	\$0	\$550		\$550
Total Police		\$306,525	\$1,286,501	\$9,858	\$1,296,359

Fire

4220.110 Fire - Salaries & Wages	4220.11	\$47,791	\$176,570		\$176,570
4220.111 Fire - Overtime Wages (Fire)	4220.111	\$3,588	\$10,800		\$10,800
4220.120 Fire - Part Time Wages	4220.12	\$0	\$4,500		\$4,500
4220.130 Fire - Employee Benefits	4220.13	\$31,739	\$130,116		\$130,116
4220.210 Fire - Books/Subscriptions/Memberships	4220.21	\$0	\$310		\$310
4220.230 Fire - Travel, Conferences & Training	4220.23	\$351	\$1,600		\$1,600
4220.240 Fire - Office Supplies & Expense	4220.24	\$22	\$200		\$200
4220.250 Fire - Equipment - Supplies & Maintenance	4220.25	\$2,540	\$4,400		\$4,400
4220.254 Fire - Vehicle Repair & Maintenance	4220.254	-\$15	\$10,200		\$10,200
4220.255 Fire - Fuel	4220.255	\$971	\$2,600		\$2,600
4220.270 Fire - Bldgs/Grounds - Supplies & Maintenance	4220.27	\$1,594	\$6,300		\$6,300
4220.275 Fire - Public Safety Building Payment (MBA)	4220.275	\$0	\$60,335		\$60,335
4220.280 Fire - Utilities	4220.28	\$388	\$6,000		\$6,000
4220.290 Fire - Telephone	4220.29	\$1,269	\$6,276		\$6,276
4220.310 Fire - Professional & Technical Services	4220.31	\$3,037	\$11,300		\$11,300
4220.330 Fire - Training & Education	4220.33	\$0	\$250		\$250
4220.450 Fire - Uniforms	4220.45	\$72	\$2,750		\$2,750
4220.610 Fire - Miscellaneous Expense	4220.61	\$0	\$2,150		\$2,150
4220.810 Fire - Debt service principal	4220.81	\$0	\$0		\$0

Total Fire		\$93,347	\$436,657	\$0	\$436,657
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Total Public safety		\$399,872	\$1,723,158	\$9,858	\$1,733,016
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Highways and public improvements**Highways**

4410.110 Streets - Salaries & Wages	4410.11	\$89,198	\$371,229	\$9,689	\$380,918
4410.111 Streets - Overtime Wages (Streets)	4410.111	\$7,071	\$16,500		\$16,500
4410.130 Streets - Employee Benefits	4410.13	\$44,960	\$224,486	\$1,642	\$226,128
4410.230 Streets - Travel, Conferences & Training	4410.23	\$3,456	\$10,850		\$10,850
4410.240 Streets - Office Supplies & Expense	4410.24	\$0	\$0		\$0
4410.250 Streets - Equipment - Supplies & Maintenance	4410.25	\$2,378	\$1,200		\$1,200
4410.253 Streets - Snow Removal	4410.253	\$0	\$91,800		\$91,800
4410.254 Streets - Vehicle Repair & Maintenance	4410.254	\$0	\$0		\$0
4410.269 Streets - Equipment Rental	4410.269	\$0	\$0		\$0
4410.270 Streets - Bldgs/Grounds - Supplies & Maint	4410.27	\$0	\$0		\$0
4410.280 Streets - Utilities (Area Lights)	4410.28	\$815	\$12,000		\$12,000
4410.310 Streets - Professional & Technical Services	4410.31	\$1,539	\$2,090		\$2,090
4410.411 Streets - Street Signs & Signals	4410.411	\$2,483	\$5,500		\$5,500
4410.415 Streets - Skier bridge O&M	4410.415	\$0	\$2,600		\$2,600
4410.420 Streets - Road Maintenance/Improvements	4410.42	\$39,818	\$13,080		\$13,080
Total Highways		\$191,718	\$751,335	\$11,331	\$762,666

Shop & garage

4440.230 Shop - Travel, Conferences & Training	4440.23	\$0	\$2,500		\$2,500
4440.240 Shop - Office Supplies & Expenses	4440.24	\$623	\$1,500		\$1,500
4440.250 Shop - Equipment - Supplies & Maintenance	4440.25	\$10,370	\$12,980		\$12,980
4440.252 Shop - Heavy Equipment Maintenance	4440.252	\$10,536	\$47,500		\$47,500
4440.254 Shop - Vehicle Repair & Maintenance	4440.254	\$5,348	\$15,000		\$15,000
4440.255 Shop - Fuel	4440.255	\$29,144	\$95,000		\$95,000
4440.261 Shop - Equipment Lease (operating)	4440.261	\$33,125	\$109,000		\$109,000
4440.270 Shop - Bldgs/Grounds - Supplies & Maint	4440.27	\$404	\$5,650		\$5,650
4440.280 Shop - Utilities	4440.28	\$494	\$12,000		\$12,000
4440.290 Shop - Telephone	4440.29	\$1,783	\$9,100		\$9,100
4440.310 Shop - Professional & Technical Services	4440.31	\$939	\$2,200		\$2,200
4440.450 Shop - Uniforms	4440.45	\$6,636	\$13,400		\$13,400
Total Shop & garage		\$99,402	\$325,830	\$0	\$325,830

Total Highways and public improvements		\$291,120	\$1,077,165	\$11,331	\$1,088,496
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Parks, recreation, and public property**Recreation**

4560.110 Recreation - Salaries & Wages	4560.11	\$11,321	\$50,226		\$50,226
4560.111 Recreation - Overtime Wages (Recreation)	4560.111	\$3,463	\$0		\$0
4560.130 Recreation - Employee Benefits	4560.13	\$5,614	\$20,214		\$20,214
4560.230 Recreation - Travel, Conferences & Training	4560.23	\$0	\$1,200		\$1,200
4560.240 Recreation - Office Supplies & Expense	4560.24	\$0	\$0		\$0
4560.250 Recreation - Supplies & Maintenance	4560.25	\$150	\$1,000		\$1,000
4560.254 Recreation - Vehicle Repair & Maintenance	4560.254	\$0	\$900		\$900
4560.265 Recreation - Fuel	4560.265	\$0	\$0		\$0
4560.269 Recreation - Equipment Rental	4560.269	\$0	\$0		\$0
4560.270 Recreation - Blds/Grounds - Supplies & Maint	4560.27	\$849	\$2,800		\$2,800
4560.310 Recreation - Professional & Technical Services	4560.31	\$0	\$90		\$90
4560.450 Recreation - Uniforms	4560.45	\$0	\$200		\$200
4560.621 Recreation - Beautification	4560.621	\$1,213	\$6,000		\$6,000
4560.631 Recreation - Walking Trails	4560.631	\$18	\$100		\$100
4560.633 Recreation - ATV/Snowmobile Trails	4560.633	\$2,010	\$7,000		\$7,000
4560.634 Recreation - Trail Signs	4560.634	\$419	\$1,000		\$1,000
Total Recreation		\$25,057	\$90,730	\$0	\$90,730

Total Parks, recreation, and public property		\$25,057	\$90,730	\$0	\$90,730
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Miscellaneous

4900 Operating Contingency	4900	\$4,000	\$44,300		\$44,300
Total Miscellaneous		\$4,000	\$44,300	\$0	\$44,300

Transfers

4846 Transfer to Capital Projects	4846	\$0	\$326,750		\$326,750
4847 Transfer to Asset Replacement	4847	\$0	\$354,000		\$354,000
4851 Transfer to Water Fund	4851	\$0	\$0		\$0
4890 Budgeted Increase in Fund Balance	4890	\$0	\$0		\$0
Total Transfers		\$0	\$680,750	\$0	\$680,750

Total Expenditures:		\$1,092,696	\$5,221,837	\$30,831	\$5,252,668
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Total Change In Net Position		-\$856,245	\$0	\$0	\$0
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**Brian Head Town
Budgeting Worksheet**

46 46 Capital Projects - 07/01/2026 to 10/07/2026

	Account No.	2027 Actual	Original 2027 Budget	Proposed Adjustment	Proposed 2027 Budget
Revenue:					
Intergovernmental revenue					
3341 General Gov't State Grant	3341	\$0	\$0		\$0
Total Intergovernmental revenue		\$0	\$0	\$0	\$0
Interest					
3610 Interest revenue	3610	\$0	\$0		\$0
3610.3 Interest revenue 2025 GO Bond	3610.3	\$0	\$0		\$0
Total Interest		\$0	\$0	\$0	\$0
Miscellaneous revenue					
3670 Proceeds from bonds issued	3670	\$0	\$0		\$0
3690 Sundry/Miscellaneous	3690	\$10,000	\$20,000		\$20,000
Total Miscellaneous revenue		\$10,000	\$20,000	\$0	\$20,000
Transfers from other funds					
3810 Transfers from General Fund	3810	\$0	\$326,750		\$326,750
3815 Transfers from SnowShoe & Toboggan SAA Fund	3815	\$0	\$0		\$0
3825 Transfer from RDA Fund	3825	\$0	\$0		\$0
3851 Transfer from Water Fund	3851	\$0	\$0		\$0
3890 Fund Balance Appropriated	3890	\$0	\$113,350	\$3,533,772	\$3,647,122
Total Transfers from other funds		\$0	\$440,100	\$3,533,772	\$3,973,872
Total Revenue:		\$10,000	\$460,100	\$3,533,772	\$3,993,872
Expenditures:					
General government					
Administrative					
4100.250 Non-capital outlay expenditures	4100.25	\$0	\$0	\$4,500	\$4,500
4100.255 Non-capital Placeholder	4100.255	\$0	\$0	\$205,872	\$205,872
4100.710 Land Purchase	4100.71	\$0	\$0		\$0
4100.742 Capital Project - Public Art	4100.742	\$0	\$0		\$0
Total Administrative		\$0	\$0	\$210,372	\$210,372
Beautification					
4120.710 Beautification - Shuttle Stops/Crosswalks	4120.71	\$458,377	\$0	\$488,000	\$488,000
4120.720 Beautification - Street Lights	4120.72	\$5,476	\$0	\$0	\$0
4120.721 Beautification - Trail Lights	4120.721	\$0	\$0	\$14,078	\$14,078
4120.730 Beautification - Street Signs	4120.73	\$0	\$0	\$0	\$0
4120.740 Beautification - Town Hall	4120.74	\$255,170	\$0	\$256,000	\$256,000
4120.750 Beautification - Other Beautification Projects	4120.75	\$0	\$0	\$467,444	\$467,444
4120.850 Beautification - Debt Issue Costs	4120.85	\$0	\$0		\$0
Total Beautification		\$719,023	\$0	\$1,225,522	\$1,225,522
Total General government		\$719,023	\$0	\$1,435,894	\$1,435,894

Public safety**Police**

4210.250 Police Non-Capital	4210.25	\$0	\$30,000	\$6,676	\$36,676
4210.720 Capital project - Public Safety Building	4210.72	\$0	\$20,000		\$20,000
4210.721 Capital project - PS Bldg - Aspen Meadows	4210.721	\$0	\$0	\$270,000	\$270,000
4210.730 Capital Project - Police Equipment	4210.73	\$4,800	\$6,300	\$2,750	\$9,050
Total Police		\$4,800	\$56,300	\$279,426	\$335,726

Fire

4220.720 Capital Project - Public Safety Building	4220.72	\$0	\$20,000		\$20,000
4220.730 Capital Project - Fire Equipment	4220.73	\$0	\$17,050	\$54,839	\$71,889
Total Fire		\$0	\$37,050	\$54,839	\$91,889

Total Public safety		\$4,800	\$93,350	\$334,265	\$427,615
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Highways and public improvements**Highways**

4410.250 Street Non-Capital	4410.25	\$0	\$0	\$9,500	\$9,500
4410.700 Capital project Streets	4410.7	\$3,986	\$290,000	\$1,298,964	\$1,588,964
4410.705 Capital project Gravel	4410.705	\$0	\$51,750		\$51,750
4410.710 Capital project Street Lighting	4410.71	\$0	\$0		\$0
4410.715 Capital Project - Hwy 143 Corridor	4410.715	\$0	\$0		\$0
4410.720 Capital Project - Pedestrian Improvements	4410.72	\$0	\$0		\$0
Total Highways		\$3,986	\$341,750	\$1,308,464	\$1,650,214

Shop & garage

4440.720 Public Works Aspen Meadows Facility	4440.72	\$0	\$0	\$250,000	\$250,000
4440.721 Public Works Facility	4440.721	\$0	\$0	\$154,590	\$154,590
4440.730 Capital Projects - Shop Equipment	4440.73	\$0	\$0		\$0
4440.750 Cold Storage Building Repairs	4440.75	\$0	\$0		\$0
Total Shop & garage		\$0	\$0	\$404,590	\$404,590

Total Highways and public improvements		\$3,986	\$341,750	\$1,713,054	\$2,054,804
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Parks, recreation, and public property**Recreation**

4560.700 Capital project - Recreation	4560.7	\$14,580	\$25,000	\$50,559	\$75,559
Total Recreation		\$14,580	\$25,000	\$50,559	\$75,559

Total Parks, recreation, and public property		\$14,580	\$25,000	\$50,559	\$75,559
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Transfers

4815 Transfer to SnowShoe & Toboggan SAA Fund	4815	\$0	\$0		\$0
4851 Transfer to Water Utility Fund	4851	\$0	\$0		\$0
Total Transfers		\$0	\$0		\$0

Total Expenditures:		\$742,389	\$460,100	\$3,533,772	\$3,993,872
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Total Change In Net Position		-\$732,389	\$0	\$0	\$0
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BRIAN HEAD

ORDINANCE NO. 26-__

AN ORDINANCE AMENDING THE FISCAL YEAR 2027 BUDGET OF FUNDS AND ACCOUNTS ENDING JUNE 30, 2027, FOR THE TOWN OF BRIAN HEAD, UTAH.

WHEREAS, in accordance with the Uniform Fiscal Procedures Act for Utah Towns, Brian Head Town, Utah, has adopted its budget for the fiscal year ending June 30, 2027; and

WHEREAS, in accordance with Utah State law, a public hearing was held on October 13, 2026, to receive public comment on the amended budget, and;

WHEREAS, the Town Council determined a budget amendment was needed to carry forward the Capital Projects budget for projects that overlapped multiple fiscal years and for the FY2026 General Fund surplus that triggered annual surplus bonuses in the FY2027 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF BRIAN HEAD, STATE OF UTAH:

ADOPTION: The Fiscal Year 2027 budget is hereby amended, including all funds and accounts listed below:

General Fund – 10 Revenue

- 10.3890 – Fund Balance Appropriated: Increased by \$30,830. This illustrates bringing forward part of the FY 2026 surplus funds to the General Fund.

Expense

- 10.4140.110 – Admin – Salaries & Wages: Increased by \$7,536 to account for the admin portion of the Annual Bonus Program.

- 10.4140.130 – Admin – Employee Benefits: Increased by \$847 to account for the admin portion of the Annual Bonus Program.
- 10.4180.110 – P&Z – Salaries & Wages: Increased by \$1,077 to account for the admin portion of the Annual Bonus Program.
- 10.4180.130 – P&Z – Employee Benefits: Increased by \$182 to account for the admin portion of the Annual Bonus Program.
- 10.4210.110 – Police – Salaries & Wages: Increased by \$9,689 to account for the PS portion of the Annual Bonus Program.
- 10.4210.130 – Police – Employee Benefits: Increased by \$169 to account for the PS portion of the Annual Bonus Program.
- 10.4410.110 – Streets – Salaries & Wages: Increased by \$9,689 to account for the PW portion of the Annual Bonus Program.
- 10.4410.130 – Streets – Employee Benefits: Increased by \$1,642 to account for the PW portion of the Annual Bonus Program.

Capital Projects Fund – 46

Revenue

- 46.3890 – Fund Balance Appropriated: An increase of \$3,533,772 used for carrying forward projects listed below in the Capital Projects – Expense section.

Expense

- 46.4100.250 – Admin – non-capital: Increase by \$4,500 to carry forward the remainder of the budgeted allocation for elected officials’ board/council chambers improvements.
- 46.4100.255 – Admin – placeholder: Increased by \$205,872 to carry forward remainder of the unallocated surplus from before FY 2026.
- 46.4120.710 Beautification - Shuttle Stops/Crosswalks – increase by \$488,000 to carry forward project budget
- 46.4120.721 Beautification - Trail Lights – increase by \$14,078 to carry forward project budget
- 46.4120.740 Beautification - Town Hall – increase by \$256,000 to carry forward project budget
- 46.4120.750 Beautification - Other Beautification Projects – increase by \$467,444 to carry forward project budget
- 46.4210.250 – Police – Non-capital: Increased by \$6,676 to carry forward remainder of budgeted allocation.
- 46.4210.721 – Police – PS Bldg. Aspen Meadows: Increased by \$270,000 to carry forward remainder of budgeted allocation.
- 46.4210.730 – Police – Equipment: Increased by \$2,750 to carry forward remainder of budgeted allocation.
- 46.4220.730 – Fire – Fire Equipment: Increased by \$54,839 to carry forward remainder of budgeted allocation.
- 46.4410.250 – Streets – non-capital: Increase by \$9,500 to carry forward remainder of budgeted allocation.

- 46.4410.700 – Streets – Streets: Increase by \$1,298,964 to carry forward remainder of budgeted allocation.
- 46.4440.720 – Shop – PW Aspen Meadows Facility: Increase by \$250,000 to carry forward remainder of budgeted allocation, include \$50k of FY 2024 surplus.
- 46.4440.721 – Shop – PW Facility – Increase by \$154,590 for current facility improvements, including parking lot pavement from FY 2024 Surplus.
- 46.4560.700 – Capital Project Recreation: Increase by \$50,559 to carry forward trails work project budgets

PASSED AND ADOPTED BY THE TOWN COUNCIL OF BRIAN HEAD on this ____ day of October 2027.

TOWN COUNCIL VOTE:

Mayor Clayton Calloway	Yes____	No____
Council Member Larry Freeberg	Yes____	No____
Council Member Duane Nyen	Yes____	No____
Council Member Martin Tidwell	Yes____	No____
Council Member Logan Cruz	Yes____	No____

BRIAN HEAD TOWN

ATTEST: By: _____
Clayton Calloway, Mayor

Nancy Leigh, Town Clerk

(SEAL)

CERTIFICATE OF PASSAGE AND POSTING

I hereby certify that the above Ordinance is a true and accurate copy, including all attachments, of the Ordinance passed by the Town Council on the ____ day of October 2026, and have posted a copy of the ordinance on the Public Meeting Notice Website and on the Town website: brianheadtown.utah.gov as per UCA 63-30-102.
Nancy Leigh, Town Clerk



STAFF REPORT TO THE TOWN COUNCIL

ITEM: FY 2026 GENERAL FUND SURPLUS DISCUSSION

AUTHOR: Shane Williamson
DEPARTMENT: Administration
DATE: October 13, 2026
TYPE OF ITEM: Discussion

SUMMARY:

The Council will have a discussion concerning the FY 2026 General Fund surplus. Specifically, the Council will discuss possible allocations of the fund to various projects or actions to further the mission and vision of the Town.

BACKGROUND:

On an annual basis, staff closes the budget and calculates whether there is a surplus or deficit in the General Fund. A deficit triggers a discussion about spending down the reserve fund, while a surplus triggers a discussion on areas that might need funds to complete operations, projects, or Council initiatives.

ANALYSIS:

With the close of fiscal year 20206, staff calculates a general fund surplus of \$113,265. While this number is much smaller than it has been over the past several years, it is important to note that we took specific actions in our budgeting process to be a bit more aggressive with forecasts with the intent to reduce this number and boost operational funding.

Per the adopted Personnel policy, an annual surplus of \$100k or more triggers a \$1,000 surplus bonus to employees, which was accounted for in the budget adjustment. Therefore, the net FY 2026 surplus comes to \$82,435.

In addition to this number, we have a placeholder in the capital fund, 46.4100.255, that holds additional unallocated surplus money from previous years that totals \$205,872. Consequently, there is a total of \$288,307 in unallocated/earmarked funds for the council to discuss.

Staff advises that surplus funds are not ongoing and should be used for one-time expenses rather than ongoing operations. Additionally, there is not currently a list of unfunded one-time expenses in the FY 2027 budget document, so this discussion should be open to new ideas and thoughts on potential candidates. Staff will come back later to adjust the budget per the direction coming from this discussion.

FINANCIAL IMPLICATIONS:

No major implications come from this item, other than adjusting the budget at a future meeting to account for the allocations.

STAFF RECOMMENDATION:

There are no specific recommendations coming from staff during this discussion.

PROPOSED MOTION:

No motion necessary; item is discussion/direction only.



ITEM: BRIAN HEAD RESORT MID-WEEK OPERATIONS REPORT

AUTHOR: Bret Howser
DEPARTMENT: Administration
DATE: October 13, 2026
TYPE OF ITEM: Discussion

SUMMARY:

Brian Head Resort will present a report on their mid-week operations during summer 2026 which were in part funded by the Town and in part by County Restaurant Tax Grant funds.

BACKGROUND/ANALYSIS:

For years the Town Council has received feedback from the community and visitors to Brian Head that a noticeable deficiency in the Brian Head Experience (at least during the summer months) is that the Resort was closed Mon-Thu. In response to that criticism, during the 2025 strategic planning retreat, the Town Council discussed pursuing a restaurant tax grant from Iron County and pitching in Town money to help fund a pilot program to keep Chair 2 running on Mon-Thu during the summer of 2025. Brian Head Resort submitted a proposal, and the Town and the County funded anticipated shortfall to operate mid-week for 15 weeks.

Following the 2025 summer operating season, Brian Head Resort reported to the Town Council and requested continued funding for the 2026 summer operating season. The Council agreed, and this was included in the FY 27 strategic plan and budget. The Town again obtained Restaurant Tax Grant funding and the mid-week operating program proceeded in summer 2026.

Having concluded summer 2026 operations, Brian Head Resort is again prepared to give a report on the how operations went. That report is attached here and will be presented verbally to the Town Council.

FINANCIAL IMPLICATIONS:

As the Council will see in the attached report, the subsidy required for operations did not decrease in 2026, but actually increased a little. Presumably, the Resort would require at least the same subsidy to run lifts in 2027. The Council will need to determine whether this is producing enough local economic benefit to justify the cost.

Maria Twitchell from the Cedar City – Brian Head Tourism Bureau will participate in the meeting on Tuesday and will be prepared with some visitor data to help with this discussion.

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Staff does not see the hoped-for trends towards mid-week summer lift operations becoming self-sufficient. We had hoped that the required subsidy would be reduced from one year to the next for a period of three years or so before removing public funding altogether. At this point, we

recommend a serious discussion about whether the program should be continued for another year, particularly in light of the diminishing operating surpluses for the Town, which had been critical for funding this program.

PROPOSED MOTION:

No motion necessary, item is discussion/informational only

ATTACHMENTS:

A – Brian Head Summer Operations Report

Brian Head Resort – Weekday Scenic Lift Operations Report

Operating Window: June 29 – September 7, 2026 (Monday–Thursday, including Labor Day)

Overview

During the 2026 summer season, Brian Head Resort operated the scenic lift on an additional **37 weekdays** (Monday–Thursday), matching the 2025 program. Weekday service ran from June 29 through August 27, plus Labor Day (September 7). This initiative continued to provide consistent access for visitors and residents, supported the Town’s reputation as a year-round mountain destination, and added a second season of data to guide future summer planning.

Outcomes & Performance

- **Visitation:** The program welcomed **1,404 additional paying guests** during weekday operations, averaging roughly 38 riders per day. This is 220 fewer guests (–13.5%) than 2025. Midweek demand was strongest in July (about 40 riders per day) and tapered through late August (about 30 per day), consistent with the seasonal pattern seen last year.
- **Customer Confidence:** Guests continued to benefit from the expanded availability of recreation, helping position Brian Head as a reliable summer destination for both visitors and residents.
- **Economic Contribution:** While weekday visitation alone did not cover the full cost of operations, it generated incremental revenue and supported local businesses including restaurants, lodging, and shops.
- **Financial Alignment:** Revenue per paying guest held steady at roughly \$33 (vs. \$32 in 2025), indicating the year-over-year change was driven by visitation volume rather than pricing or discounting.

Financial Performance Summary

- **Total Extra Weekdays Operated:** 37
- **Weekday Revenue (Net of Discounts): \$46,257.26**
 - **Scenic lift tickets:** \$14,379.41
 - **Bike lift tickets:** \$14,944.85
 - **Summer season pass allocation and other lift products:** \$8,046.00

- **Base-area activities and activity passes:** \$8,887.00
- **Cost to Operate: \$187,769.71** (2025 per-day cost of \$5,074.86 × 37 days)
- **Total Net Loss: –\$141,512.45** (–\$5,747.04 vs. 2025 net loss of –\$135,765.41)

The net loss widened modestly from 2025, reflecting lower weekday visitation against a cost base held at the prior-year rate. The result continues to demonstrate the investment required to provide reliable weekday operations.

Strategic Value

- **Data for the Future:** Two consecutive seasons of comparable data on weekday visitation patterns, revenue, and costs now provide critical inputs for evaluating expansion and improvement opportunities.
- **Foundation for Growth:** The consistent use of weekday operations underscores the potential to build a stronger summer business segment with the right long-term support.
- **Partnership Opportunity:** While the program continues to operate at a loss, its outcomes reinforce the value of continuing weekday operations. We look forward to aligning with Brian Head Town on **future grant opportunities** to help sustain and grow this program.



STAFF REPORT TO THE TOWN COUNCIL

ITEM: RESTAURANT TAX GRANT PROJECT

AUTHOR: Bret Howser
DEPARTMENT: Administration
DATE: October 13, 2026
TYPE OF ITEM: Discussion

SUMMARY:

The Council will discuss potential projects for which the Town may apply for Restaurant Tax Grant funding.

BACKGROUND/ANALYSIS:

Staff is seeking input/discussion from Town Council regarding which project we should apply for Iron County Restaurant Tax Grant funds. The grant application is due Oct 23, 2026.

Past funded projects:

- Wayfinding signage
- Chair 1 Parking & Restroom
- Bristlecone Pond/Park improvements
- Information Kiosks (steel kiosks with the pinecone on top)
- Summer Chair Lift mid-week operations

Project Options for 2027 (2026 funding cycle)

- Continued Summer Chair Lift mid-week operations
 - We've rec'd \$40k each of the past two years for this project
 - The grant committee is anticipating that we'll ask for a 3rd year
 - This is what staff anticipated applying for based on prior Council discussions
 - Matching Funds: General Fund surplus
- Pickleball Court
 - We have applied for funds for an improved pickleball court at the park in the past and have been rejected
 - Staff has quotes ranging from \$40-\$90k depending on how we construct the surface
 - Parowan was awarded funds for pickleball courts a few years ago, it may indicate that the grant committee has shifted its thinking on pickleball courts
 - Matching Funds: RDA funds or General Fund Surplus
 - Alternative grant opportunity: Utah Outdoor Recreation - Community Parks and Recreation Grant (cycle open Jan-Mar 2027)
- Steam Engine Pocket Park (Dog Park)
 - Council has recently discussed this and desires to move forward
 - Cost is anticipated at \$50k to \$125k (depending largely on whether we include a pre-fab restroom in the project)
 - We aren't likely to have final word from SEM HOA prior to application deadline
 - Matching Funds: SEM cash contribution or General Fund surplus

- Alternative grant opportunity: Utah Outdoor Recreation - Community Parks and Recreation Grant (cycle open Jan-Mar 2027)

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Staff is looking for prioritization and direction

PROPOSED MOTION:

No motion necessary, item is discussion/informational only

ATTACHMENTS:

N/A



STAFF REPORT TO THE TOWN COUNCIL

ITEM: AWARD OF CONTRACT – TOWN TRAIL PHASE IV ENGINEERING

AUTHOR: Bret Howser
DEPARTMENT: Admin
DATE: October 13, 2026
TYPE OF ITEM: Administrative Action

SUMMARY:

Council will consider award of contract for professional engineering services for the proposed Town Trail Phase IV project.

BACKGROUND:

After inclusion in the 2026 and 2027 strategic plans, staff is moving forward with the design and construction of the Town Trail Phase IV, which will pave stretches of the Town Trail from the corner of Hunter Ridge Dr and Hwy 143 to Spruce Street and to Brian Head Lodge.

Staff applied for a grant from UDOT in 2025 and award of those funds remains undetermined. Staff also applied for funds from Outdoor Recreation in spring 2026, and the award was granted. Total project estimate is \$231,200 and the grant is for 50%. Having spoken with UDOT, it is possible they may also contribute funds once the project is shovel-ready.

ANALYSIS:

Staff issued an RFP for engineering services for the project in September and received five proposals. Staff threw out two of the proposals for the proposed cost being exorbitant, and a panel of three (Jared Tubbs, Duane Nyen, and Bret Howser) scored the remaining proposals.

At the time of this report writing, the scores were not finalized. Final scoring and a copy of the proposal for the highest scoring bidder will be provided to Council and made available to the public on the Town's website prior to the meeting on Tuesday, along with staff's recommendation.

The following bids were received:

	Ensign	Alpha	Rosenberg	Siteworks	CMT
Pre-Design	41,240				
Design/Bid	41,190	34,507	30,160	32,550	26,000
Construction	15,830	19,244	24,740	48,260	17,500
Other	8,728				
	106,988	53,751	54,900	80,810	43,500

The Brian Head Town purchasing policies do not require the Town to go with low bid for professional services. In this case, the following scoring criteria was used:

- Qualifications of the firm (Staff strength & similarity of projects) [20 pts]
- Project Approach [10 pts]
- Estimate Time Frame for each item listed in "Scope of Work" [10 pts]

- Past performance (documented success implementing similar projects) [10 pts]
- Cost Proposal [50 pts -- Formula to evaluate cost points will be: Cost Points × (Lowest Proposed Price / Proposed Price)]

FINANCIAL IMPLICATIONS:

The bids came in higher than the cost estimates used for purposes of applying for the grant. The bids include both design/engineering and construction management. Staff may opt to do our own construction management, depending on how construction bids come in. However that won't completely eliminate construction management costs as there will still be surveying, materials testing, etc.

2027 Town Trail Phase IV Cost (estimate)

Item	\$/Unit	Amount
Construction - 1000LF	\$ 170	\$170,000
Design/Engineering	16%	\$ 27,200
Contingency	20%	\$ 34,000
Total		\$231,200

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Recommendation from scoring committee pending.

PROPOSED MOTION:

I move to award contract for Town Trail Phase IV engineering to [pending] in an amount not to exceed \$[pending], in a form approved by the Town Attorney.

ATTACHMENTS:

A - RFP

B - Recommend Proposal (pending)



REQUEST FOR PROPOSAL

TOWN TRAIL PHASE IV ENGINEERING

Issued: September 16, 2026

Deadline for final submission: October 2, 2026

Brian Head Town (the Town) is seeking proposals from qualified firms to provide engineering design and construction management services for the proposed "Town Trail Phase IV".

Introduction

Brian Head Town is an alpine resort community located in the mountains of Southern Utah about 30 miles east of Cedar City and just a few minutes north of Cedar Breaks National Monument. At an elevation of 10,000 feet, the scenic value and recreational opportunities in Brian Head Town are unmatched. The vast majority of the 1,400 residences are vacation homes and condos.

Scope of Services

The Town is seeking proposals from qualified firms to provide engineering design, bidding and construction management services for an approximately 1000 ft expansion of the existing paved Brian Head Town Trail. This project is supported in part by funding from the Utah Division of Outdoor Recreation and has documented support (and potential funding) from Utah Division of Transportation.

Interested firms should provide the Town with a thorough proposal which discusses the following:

1. Engineering & Design Services
 - a. Project Initiation & Data Collection, Kickoff Meeting
 - b. Preliminary Design (30% Submittal), alignment alternatives and initial high-level cost estimate
 - c. Final Design & Engineering (60%, 90%, and 100% / Bid-Ready Submittals), detailed engineering plans and itemized updated construction cost estimate
 - d. Bidding support, bid documents and package
2. Construction Management & Inspection Services
 - a. Pre-Construction Administration, pre-construction conference, contractor's schedules, material sources, and safety plans.
 - b. Construction Inspection & Quality Assurance, field inspection and materials testing
 - c. Contract Administration & Financial Management, pay application, change order management, schedule monitoring
 - d. Project Closeout, Punch List Generation, As-Built Drawings, Final Acceptance



RFP Requirements

Proposals are to follow the following format and are to contain the information listed in this section. To be considered, proposals must address all the items listed below and adhere to page limitations.

- A. Executive Summary introducing firm and nature of proposal
- B. Project Team and Approach (two pages maximum)
- C. Time Frame in which Scope of Services would be completed. Please individually state time frame for each one of the items listed above in "Scope of Services."
- D. Firm Experience and References (two pages maximum)
 - a. List of similar projects completed by firm (minimum two)
 - b. Provide reference names and telephone numbers for each of the projects listed
- E. Cost Proposal (two pages maximum)
 - a. Provide cost of meeting the requirements of the Scope of Services
 - b. Please identify costs for completing each deliverable separately
 - c. Identify any reimbursable charges and/or rates

Cost proposal should be submitted on a separate sheet from the rest of the proposal. An evaluation committee member is prohibited from knowing or having access to information relating to the cost of a proposal until after the evaluation committee submits its recommendation to the procurement unit based on the scores of all criteria other than cost

Selection Criteria

A small committee potentially comprised of Town staff, elected officials, and other interested parties will review each proposal and score them according to the following criteria:

- A. Qualifications of the firm (Staff strength & similarity of projects) [20 pts]
- B. Project Approach [10 pts]
- C. Estimate Time Frame for each item listed in "Scope of Work" [10 pts]
- D. Past performance (documented success implementing similar projects) [10 pts]
- E. Cost Proposal [50 pts -- Formula to evaluate cost points will be: $\text{Cost Points} \times (\text{Lowest Proposed Price} / \text{Proposed Price})$]

The highest scoring firm will be awarded the solicitation

Submittal Instructions

Responses will be received at Brian Head Town Hall, 56 N. Hwy 143, PO Box 190068, Brian Head, UT 84719, until 5:00pm on October 2, 2026. Bidders need only submit one copy of their response, which may also be submitted electronically to bhowser@bhtown.utah.gov. Responses should be limited to no more than the requirements set forth above. Correspondence, questions and/or clarifications of the proposal procedure should be directed bhowser@bhtown.utah.gov, and must be submitted in writing prior to 5:00pm on September 29, 2026.

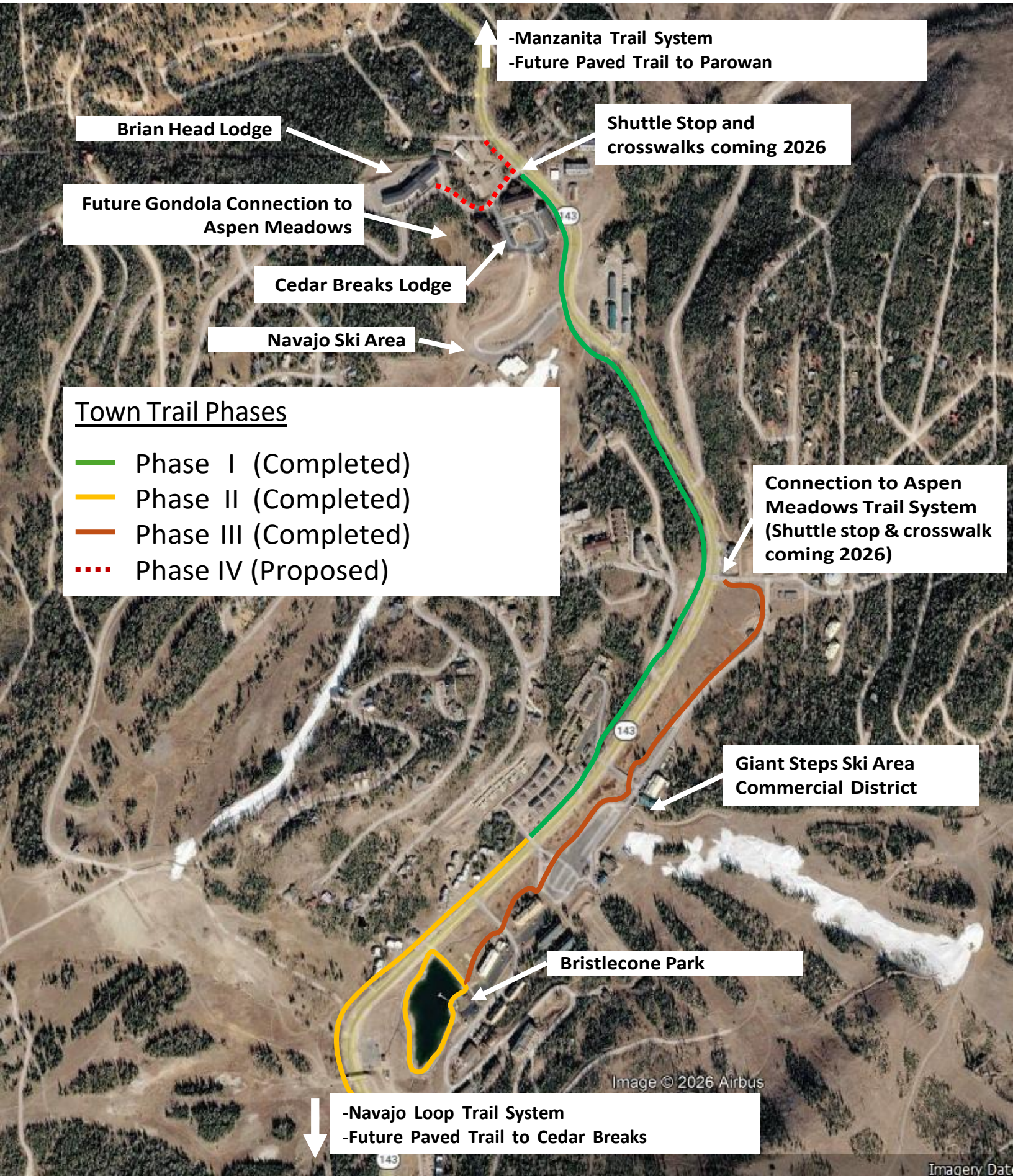
Resources

Brian Head Trails Master Plan (excerpt re: Paved Trail Standards)
Proposed Trail Expansion Alignment
Anticipated Terms & Conditions of Contract





BRIAN HEAD



-Manzanita Trail System
-Future Paved Trail to Parowan

Brian Head Lodge

Shuttle Stop and
crosswalks coming 2026

Future Gondola Connection to
Aspen Meadows

Cedar Breaks Lodge

Navajo Ski Area

Town Trail Phases

- Phase I (Completed)
- Phase II (Completed)
- Phase III (Completed)
- Phase IV (Proposed)

Connection to Aspen
Meadows Trail System
(Shuttle stop & crosswalk
coming 2026)

Giant Steps Ski Area
Commercial District

Bristlecone Park

-Navajo Loop Trail System
-Future Paved Trail to Cedar Breaks

Image © 2026 Airbus

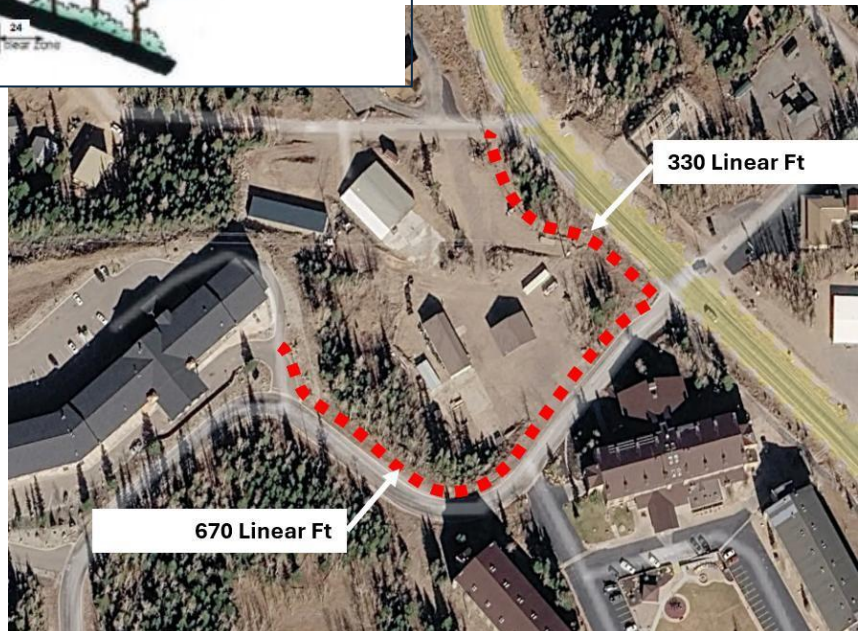
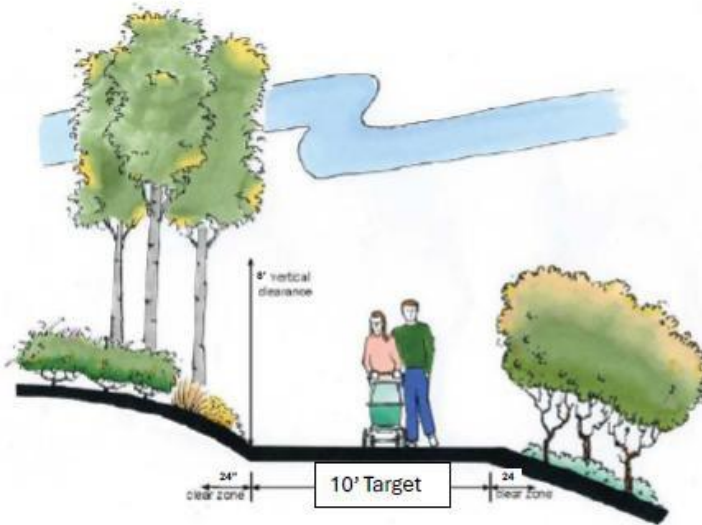
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BRIAN HEAD

TRAIL STANDARDS

TRAIL TYPE	PAVED NON-MOTORIZED TRAILS
USER ACTIVITIES	Hiking, Biking (Class 1 E-Bikes allowed with 10mph speed limit)
SURFACE	Asphalt (3" minimum, over 6" roadbase)
TREAD WIDTH	10 feet target width, 8 feet minimum
VEGETATION	8 feet Vertical
CLEARANCE	24" Horizontal
GRADE/DIFFICULTY	Easy - 5% avg., 15% max (no more than 30 ft stretch) Moderate - 10% avg., 25% max Difficult - 15% avg., 25% max Extremely Difficult - > 20% avg.
DRAINAGE	Sloped 2% to the downhill side
COMMENTS	Trails must meet Sub-base, Asphalt, Weed Barrier, and other requirements specified in Brian Head Public Works Standards





BRIAN HEAD

STAFF REPORT TO THE TOWN COUNCIL

ITEM: ZONE AMENDMENT FROM R-2 TO R-3 FOR LOT 17 (761 DRIFTWOOD LN.) & LOTS 19, 20, & 21 (732 S. HWY. 143) BLOCK A, BRIAN HEAD UNIT 3

AUTHOR: Greg Sant
DEPARTMENT: Planning and Building
DATE: October 13, 2026
TYPE OF ITEM: Legislative Action

SUMMARY:

The Town received a Zone Change Application for the property located at 761 S. Driftwood Ln and 732 S Hwy 143, Lots 17, 19, 20 and 21 of Brian Head Unit 3, BLK A from a zoning designation of R-2 to R-3. The Planning Commission recommended approval of just the 3 lots at 732 S. Hwy 143 and denial of the lot located at 761 S. Driftwood to Town Council at its meeting on 10-6-2026. The General Plan for this property already shows a designation of R-3, therefore, a General Plan Amendment is not required.

BACKGROUND:

In 2021, the owner of this property, Ivan Szu, submitted to the Town a Schematic Site Plan for review. The property at that time was zoned R-3 and therefore only needed a Site Plan Review before moving forward to the Preliminary Plat. On June 15, 2021, the Schematic Site Plan went before the Planning Commission to be reviewed. (See the attached Planning Commission Packet from 2021.) As you can see from the attached Staff Report, the project met all the Standards of Review and was recommended for approval by Staff.

One of the issues that came up was the need to obtain access from Hwy 143 from the Utah Department of Transportation (UDOT). At that time UDOT did not authorize the access and the project died. In 2023, to place the R-2 zoning throughout the Town, and in consideration of UDOT's refusal for an access into the subject property, the Town rezoned the subject property to R-2. The Zoning Map from both 2022 and 2023 are both attached to this report to show that zone change.

In the last few months, the Staff have met with both the applicants representative and Georg Hartlmaier along with a representative of UDOT (Matt Rhodes). By moving the proposed access on Hwy 143 to the north of the applicant's property next to the Hartlmaier property, UDOT has verbally agreed to allowing this access. Now that the access issue is resolved, the applicant is asking to restore the zoning on his property back to R-3.

ANALYSIS:

Per the LMC, the Standards of Review for a Zone Change are:

Standards For Review: The Planning Commission and Town Council shall consider whether the proposed amendment meets the following standards and conditions:

1. Addresses a recognized and demonstrated need in the community; - *Staff believe that the higher density project will help alleviate housing needs in the Town.*
2. Will be compatible with the character of the neighborhood and surrounding structures in use, scale, mass and circulation; - *As this was already zoned R-3 and the property to the north is R-3, Staff believes that the zone change is compatible to the neighborhood. As it is located next to HWY 143, the R-*

3 zone is a good buffer between the Highway and the R-1 to the west of the property. Furthermore, the access to this property comes from HWY 143 so it will not be added to the local traffic on Driftwood.

3. Will not result in an over intensive use of the land or excessive depletion of natural resources; - *This property would be difficult to develop no matter the zoning. It has a steep slope the requires terracing, retaining walls and long driveways. With an R-3 zone these issues will be hidden by a structure rather than having open cuts and retaining walls.*

4. Will not have a material adverse effect on community capital improvement programs; - *The road to the west has just been improved with a water line and the sewer already exists in HWY 143.*

5. Will not require a level of community facilities and services greater than that which is available; or will be made available; ; - *The road to the west has just been improved with a water line and the sewer already exists in HWY 143.*

6. Will not result in undue traffic congestion and traffic hazards; - *UDOT is requiring a traffic study for the new intersection on HWY 143 and any improvements that are necessary to keep HWY 143 at its current service level will be required.*

7. Will not cause significant air, odor, water, light or noise pollution; - *Any project will be required to meet Town Standards relating to air, odor, water, light and noise pollution as outlined in the LMC. It is not anticipated that this type of zone would contribute to those pollutions.*

8. Will not otherwise be detrimental to the health, safety or welfare of the present or future inhabitants of the Town. (ord. 08-016, 8-12-2008) - *It is not anticipated that this type of zone would be detrimental to the health, safety or welfare of the inhabitants of the Town.*

STAFF RECOMMENDATION:

The property location has new access off HWY 143. If it did not have this then the internal traffic on Driftwood would make this location unacceptable for this type of zone. Other areas in town that have come before the Commission for a similar type of zone change seem to have traffic safety concerns because they are surrounded by property with an R-1 zone designation. The Town needs more affordable housing which an R-3 project could provide, and it is also in need of a variety of housing from which to choose for future residents. For these reasons and the other findings from the Standards of Review above, the Staff recommend approval of this Zone Change Request for 732 S. Hwy. 143 (lots 19, 20, & 21).

Staff recommends that Council deny the zone change request for 761 Driftwood Lane (lot 17) since this lot does not meet the criteria for a R3 zone designation in which the lot is 0.49 acres and the minimum requirement is ½ acre.

PROPOSED MOTION(S):

I move to adopt ordinance No. 26-016 amending the Zone District Map for 732 S. Hwy. 143, lots 19, 20 & 21 Block A of the Brian Head Unit 3 Subdivision from R-2 to R-3 as presented.

I move to deny the zone change request for 761 Driftwood Lane, Lot 17, Block A of the Brian Head Unit 3 subdivision on the basis that lot 17 does not meet the R3 zone designation regulations of the minimum lot area of ½ acre as stipulated in Title 9, Chapter 7.3.D, Land Management Code.

ATTACHMENTS:

A - Proposed Lots to be Rezoned

B - Public Comments Submitted (2)

C - Zone District Maps 2022 & 2023

D - 2021 Planning Commission Packet

E - Ordinance Amending the Zone District Map for 732 S. Hwy. 143 (lots 19, 20, & 21).



Fwd: To the Brian Head Deputy Town Clerk and Planning Commission,

1 message

Greg Sant <gsant@bhtown.utah.gov>
To: Ciera Claridge <cclaridge@bhtown.utah.gov>

Tue, Sep 29, 2026 at 3:05 PM

Please include this in the Planning Commission Packet
Greg

----- Forwarded message -----

From: **Stuart Johnson** <> Date: Tue, Sep 29, 2026 at
2:02 PM
Subject: To the Brian Head Deputy Town Clerk and Planning Commission,
To: <gsant@bhtown.utah.gov>

To the Brian Head Deputy Town Clerk and Planning Commission, Please accept this as our written comment for the October 6, 2026 public hearing on the proposed zone change from R-2 to R-3 at 761 Driftwood Ln. and 732 S. Hwy 143.

We own the residential lot at [754 S. Driftwood Ln.](#), in the immediate vicinity of the subject property, and we oppose this zone change as submitted. Brian Head already has a surplus of apartments and condominiums, and we do not believe the town needs more. Rezoning these parcels to R-3 would allow significantly higher density than the neighborhood was planned for.

The change would also directly affect us and our neighbors. A building that exceeds the current R-2 height limits would block the view of the mountain as we exit our neighborhood toward Highway 143, and it would do the same for everyone else who lives here. That view is a large part of the value and enjoyment of our properties, and we purchased under the expectation that the R-2 limits would protect it.

Our side of the mountain, past Georgia's, has kept its single-family character, and that is a large part of why we chose to own property here. We would like to see this area stay free of multi-family development and remain single-family. Approving this change would set a precedent for further rezoning in the area and change its character permanently. That said, we are not opposed to every possible development on this site. We would not oppose a project if the owners publicly share their plans for the build, including 3D renderings that show the architectural style and the parking layout, and if the building is no more than two stories with underground parking. What we will not support is another three-story-plus monolith: a soulless, oversized apartment block that looks like it belongs in a big-city suburb rather than a mountain town like Brian Head.

Unless the application is limited in this way, we respectfully ask the Planning Commission to recommend denial, and the Town Council to deny the application. Thank you for your consideration.

Sincerely, Stuart Johnson
[754 S. Driftwood Ln. Brian Head, UT 84719](#)

--

Greg Sant
Planning and Building Administrator
Brian Head Town
Office: 435-677-2029
Cell: 435-990-1759
gsant@bhtown.utah.gov

Concerns for R-2 to R-3 zoning application on 761 Driftwood

1 message

Terence Moores <>

Mon, Sep 28, 2026 at 3:10 PM

To: "cclaridge@bhtown.utah.gov" <cclaridge@bhtown.utah.gov>

To whom it may concern,

I am writing this email regarding the application on multiple lots converting from R-2 to R-3. My wife and I disapprove of this action for concerns of it negatively impacting the neighborhood and surrounding community.

Please see bulletin points of our concerns below:

- Higher raised buildings would block views from owners in behind lots. Creating a wall of disrupted views.
- The current owner has left a current home on the property in a vacant depreciating state and has not proved to be responsible of this scale of project to award such an approval for a building project.
- Recent SAA would not be equally divided by dense multiple housing.
- The town recently adjusted zoning restrictions and that is still ours and many of the owners desires to remain. We appreciated the recent adjustment of zoning from the town.

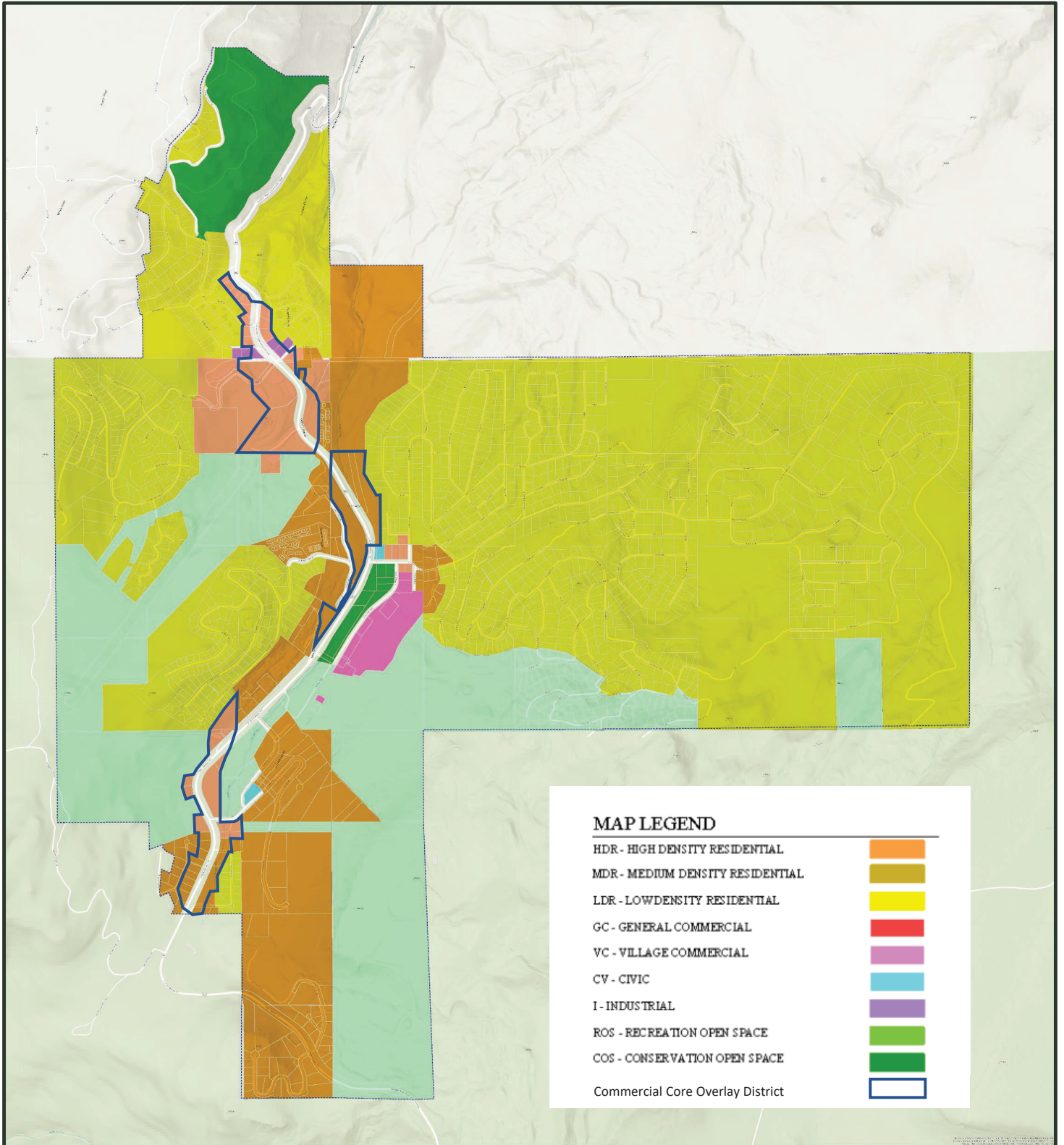
Best regards,
Terence and Kiesha Moores



BRIAN HEAD

ZONING MAP

Updated: May 24, 2022

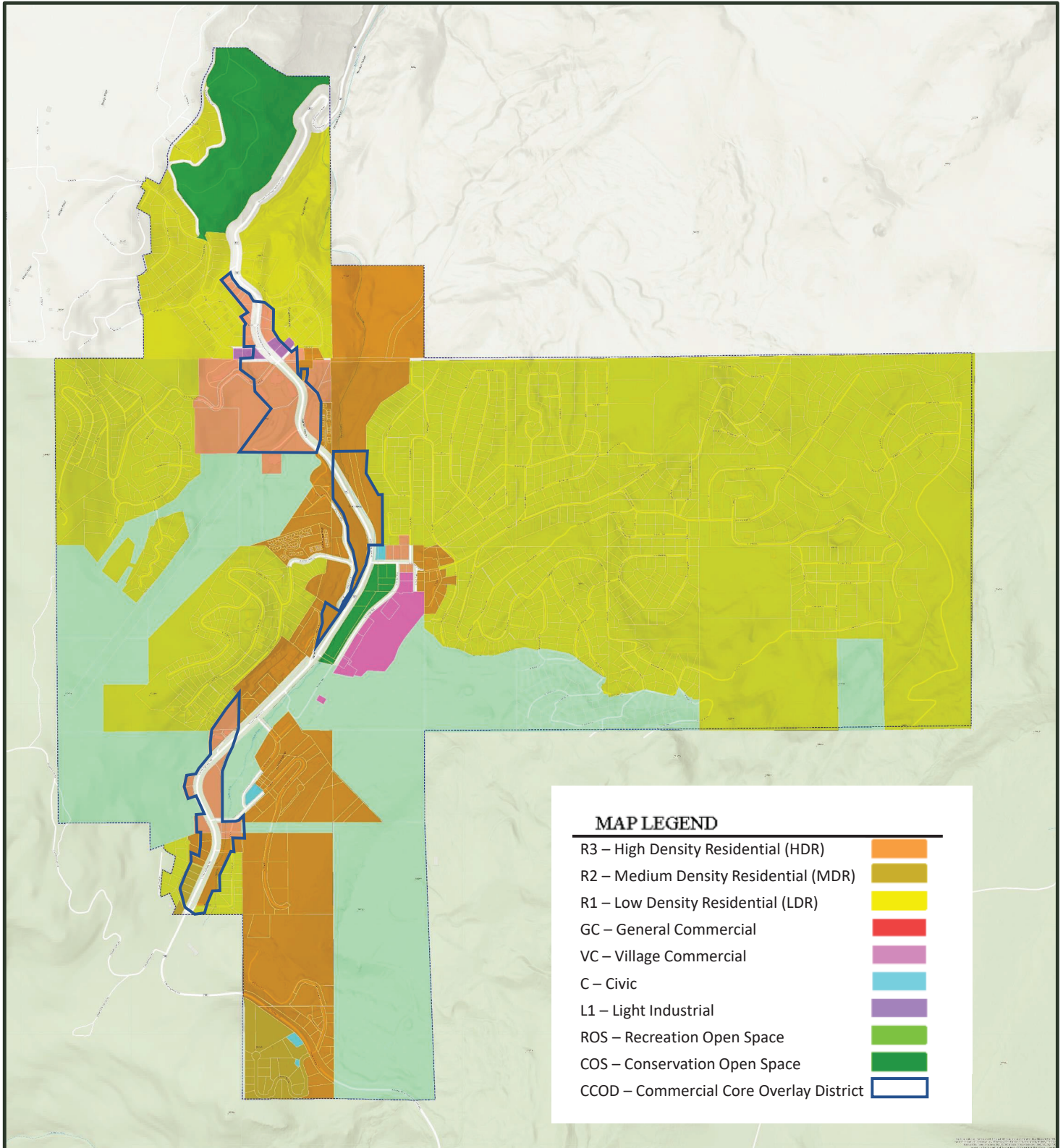




BRIAN HEAD

ZONING MAP

Proposed: March 28, 2023





The Regular Meeting of the
BRIAN HEAD TOWN
PLANNING COMMISSION
56 N. Hwy 143, Brian Head, UT 84719
Via Zoom Meeting ID# 899 4597 2919
www.zoom.us
Tuesday, June 15, 2021 @ 1:00 p.m.

Agenda

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. DISCLOSURES**
- D. REPORTS / PUBLIC INPUT**
- E. AGENDA ITEMS**

1. SCHEMATIC PLAN REVIEW – SHANGRI LA LODGE

The Commission will review a proposed schematic plan for Shangri La Lodge to be located at 732 South Hwy 143.

F. ADJOURNMENT

Dated the 11th day of June 2021.

Available to Board Members as per Resolution No. 347 authorizes public bodies, including the Town, to establish written procedures governing the calling and holding of electronic meetings at which one or more members of the public body may participate by means of telephonic or telecommunications conference.

In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should call Brian Head Town Hall @ (435) 677-2029, giving at least 48 hours advance notice.

CERTIFICATE OF POSTING

I hereby certify that I have posted copies of this agenda in three public and conspicuous places within the Town Limits of Brian Head; to wit, Town Hall, Post Office and The Mall this 11th day of June 2021. I also certify that I have posted a copy of this agenda on the Utah State Public Meeting Notice Website and have caused a copy of this notice to be delivered to the Daily Spectrum.


Wendy Dowland,
Planning Commission Secretary



STAFF REPORT TO THE PLANNING COMMISSION

SUBJECT: Shangri La Schematic Plan Review
AUTHOR: Wendy Dowland
DEPARTMENT: Administration
DATE: June 15, 2021
TYPE OF ITEM: Administrative Direction

SUMMARY:

The Planning Commission will take administrative action on the schematic plan review of the proposed Shangri La Lodge to be located on the south end of town at 732 S Hwy 143.

BACKGROUND:

The applicant (Ivan Szu) owns lots 19, 20, and 21 of the Brian Head Unit 3 subdivision and currently has a home on lot 19. He is proposing to vacate the lot lines between the three lots by creating a subdivision to be called Shangri La Lodge. Staff has completed its initial review, and pursuant to §9-9-2 of the Land Management Code, "the Planning Commission shall review the application and provide additional comments and input as they pertain to the Land Management Code to assist the applicant in preparing the preliminary plat application.

ANALYSIS:

Standards For Review: The applicant shall demonstrate that:

1. Conformance To General Plan: The proposed subdivision conforms to the Town General Plan, zoning regulations, Public Works Standards, Design Standards (chapter 12 of this title) and other relevant sections of this title.
2. Water: The proposed water source is connected to the Town's water distribution system and has adequate supply, capacity, and method of distribution within the subdivision. (2010 Code, amd. ord. 15-004, 4-28-2015)
3. Sewer: The proposed sewage system is connected to the Town's sewer system and meets State and Town standards and regulations. (2010 Code, amd. ord. 15-004, 4-8-2015)
4. Fire Protection: The proposed method for fire protection complies with this title and other regulations as applicable.
5. Appropriate Use: The proposed uses for the property are appropriate to the zone district and the layout/design is responsive to the constraints of topography, soil types, geologic hazards, watercourses and floodplains, visual impacts and preservation of views.
6. Public Services: Adequate public services are available to meet the needs of the proposed subdivision, including roads, water, sewer, storm water, gas, electric, telecommunications, trails, transit, snow storage areas, police and fire protection, and recreation. If adequate services do not exist at the time of application, provision must be made for expansion of services concurrent to the subdivision development at the expense of the subdivider.

Findings of Fact

Staff has completed a review of the application and produced the following findings of fact:

1. Conformance with laws and regulations:
 - a. The proposed project is deemed to be in compliance with the General Plan inasmuch as the use and design are in compliance with zoning regulations and design standards because the zoning regulations and design standards are consistent with the General Plan.
 - b. Zoning regulations (§9-7-3)
 - i. Use – Multi-Family housing, the lots are zoned Multi-Family Residential
 - ii. Minimum lot area is ½ acre, the combined acreage of the lots will be 1.39 acres or 60,548 square feet.
 - iii. Minimum frontage is 45', the combined frontage of the lots will be roughly 300 feet.
 - iv. Minimum setback is 25' in front and 30' on the side and rear for buildings over 35'. Decks and exterior staircases may encroach no more than four feet into the required setback. The proposed setbacks for this project meet the requirement.
 - v. Maximum height is 60' for a peaked roof, the proposed building height is 60'.
 - vi. Max building coverage is 40%, the proposal is 31% (new lodge and existing home combined).
 - vii. Minimum landscaping is 40%, the proposal would have roughly 3,507 square feet of snow storage (6%), 16,000 square feet of parking and driveways (27%), with the remaining property having a combined landscaped and undisturbed area of 36%. Staff would like the Commission's input regarding whether or not the snow storage areas or driveway is considered landscaping.
 - viii. Parking requirement is 55 spaces, the proposal includes a count of 32 stalls within the parking garage and 23 exterior parking spaces.
 - c. International Building Code (IBC) is the applicable building code adopted by the state and the town, and it will be applied to this project by the Iron County Building Department.
 - d. Design Standards (§9-12)
 - i. Lot Standards: The lot standard meets the ½ acre requirement.
 - ii. Development Design/Layout: Staff finds no issues with the proposed layout of the buildings.
 - iii. Steep Slopes: This project is on a slope and an engineered grading plan will be required for retaining walls and cuts on slopes of 20% or more.
 - iv. Landscaping/Fences: The proposed project will consume some landscaped area, but the remaining undisturbed and landscaped area combined with the snow storage complies with the requirement.
 - v. Lighting: No lighting was included in the application, but staff will ensure that lighting is properly shielded during final review.
 - vi. Buildings: The proposed mountain lodge structure follows the architectural design standards, and all other elements of building materials.
 - vii. Debris Removal: Ensuring debris removal can be handled through a cleanup bond.

- viii. Roads: Access to the property will be from Driftwood Drive. The existing road will need to be brought to the Town's standards.
 - ix. Driveways: Driveways and parking for this project will require hard surface as required by code. The proposed 2-way drive is 25' wide.
 - x. Cuts, Fills & Retaining Walls; Bridge/Tunnels; Waterways/Drainages; Utility Improvements: Will need to be provided during the preliminary phase of the subdivision process.
 - xi. Parking: Driveways and parking for this project will require hard surface as required by code. The stall dimensions meet the Land Management Code requirement.
 - xii. Public Improvements: Will need to be submitted.
 - xiii. Trash Enclosures: There is a proposed dumpster location to the southwest corner of the property.
- 2. The design appears to have little impact to the topography, soil types, geologic hazards, watercourses and floodplains, visual impacts and preservation of views. Soil reports, grading plans, and drainage will all need to be demonstrated prior to build.
 - 3. The project will need to make permanent connections to the Town's water and sewer systems. The Town has a sewer main already installed along Hwy 143, but the water main will need to be extended and looped into the existing system. The Public Works department will work with the developer to ensure compliance with the Town's Public Works Standards.
 - 4. The developer will need to show compliance with Fire Code.

STAFF RECOMMENDATION:

Staff recommends approving the Schematic Plan for the Shangri La Lodge project, with input from the Commission, so that the applicant can prepare for the Preliminary Plat review.

PROPOSED MOTION:

The Commission can deny, table or approve the Schematic Plan review.

Recommended motion: I move to approve the Schematic Plan of the proposed Shangri La Lodge and recommend moving forward with the Preliminary Plat application.

ATTACHMENTS:

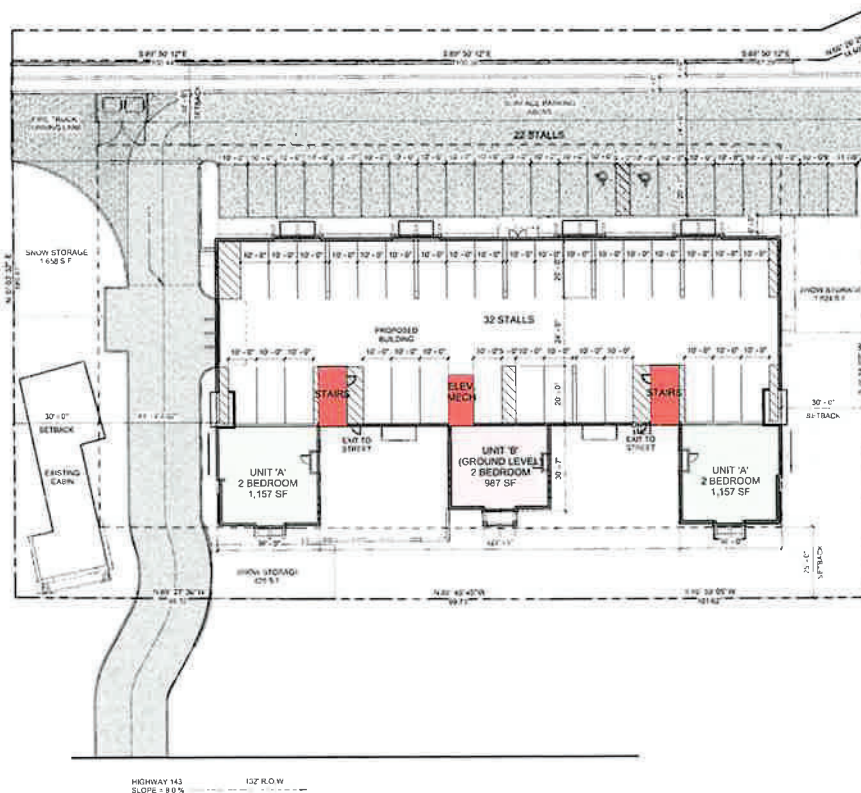
A – Schematic Plan

D

C

B

A



A1 ARCHITECTURAL SITE PLAN
1" = 20'-0"

A3 SITE SECTION
1" = 20'-0"

SITE DATA

BUILDING COVERAGE AND LANDSCAPE CALCULATIONS

PROPERTY:
A1145-0005-0042
LOT 18, 20, 21
1.3 ACRES / 57,327 S.F.
R 3 ZONE
LANDSCAPE 22,188 S.F. = 40%
(40% MIN. REQUIRED)
% OF LOT COVERAGE
16,423 S.F. = 28%
(40% MAX ALLOWED)
- FIRE TRUCK TURNING LANE INCLUDED IN HARDSCAPE BUT WILL BE ALL-WEATHER GRAVEL

SNOW STORAGE CALCULATIONS

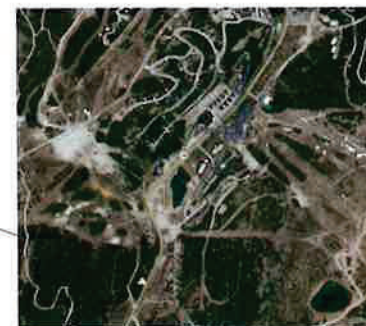
HARDSCAPE = 17,884 S.F.
20% OF HARD SURFACE = 3,497 S.F. REQ.
TOTAL PROVIDED = 3,307 S.F.

PARKING CALCULATIONS

PER MINIMUM REQUIRED PARKING: 15 PER DWELLING UNIT (15 MIN. TABLE 1)
MULTI-FAMILY DWELLING UNIT GREATER THAN 650 S.F. BUT LESS THAN 1,000 S.F. 15 PER DWELLING UNIT
11 UNITS X 15 = 165 = 17 STALLS
MULTI-FAMILY DWELLING UNIT GREATER THAN 1,000 S.F. BUT LESS THAN 2,500 S.F. 2 PER DWELLING UNIT
10 UNITS X (2) = 20 STALLS
TOTAL STALLS REQUIRED: 30 PARKING STALLS
PROVIDED PARKING: 32 STALLS

PARKING STALL DIMENSIONS

PER MINIMUM REQUIRED PARKING: 15 PER DWELLING UNIT (15 MIN. TABLE 1)
WITH A MINIMUM WIDTH OF TEN FEET (10') SHALL BE PROVIDED FOR EACH INTERIOR (PROTECTED FROM WEATHER) PARKING STALL AND TEN FEET (10') FOR EXTERIOR PARKING STALLS. EXCEPTION BEING PARALLEL PARKING STALLS WHICH ARE PERMITTED TO BE EIGHT FEET (8') WIDE.
LENGTH: A MINIMUM LENGTH OF TWENTY FEET (20') SHALL BE PROVIDED FOR EACH STALL. PARALLEL PARKING STALLS SHALL BE A MINIMUM TWENTY-TWO FEET (22') IN LENGTH.



B4 VICINITY MAP
3/8" = 1'-0"



CRSA

ARCHITECTURE - PLANNING - INTERIORS
220 S. RIVER ROAD, SUITE D3100-8
ST. GEORGE, UT 84790
435.873.7362 • www.crsa.com

IVAN SZU
909-456-0388
2816 CRYSTAL RIDGE RD
DIAMOND BAR, CA 91765

SHANGRI LA LODGE

LOTS 18, 20 & 21
BRIAN HEAD, UT 84719

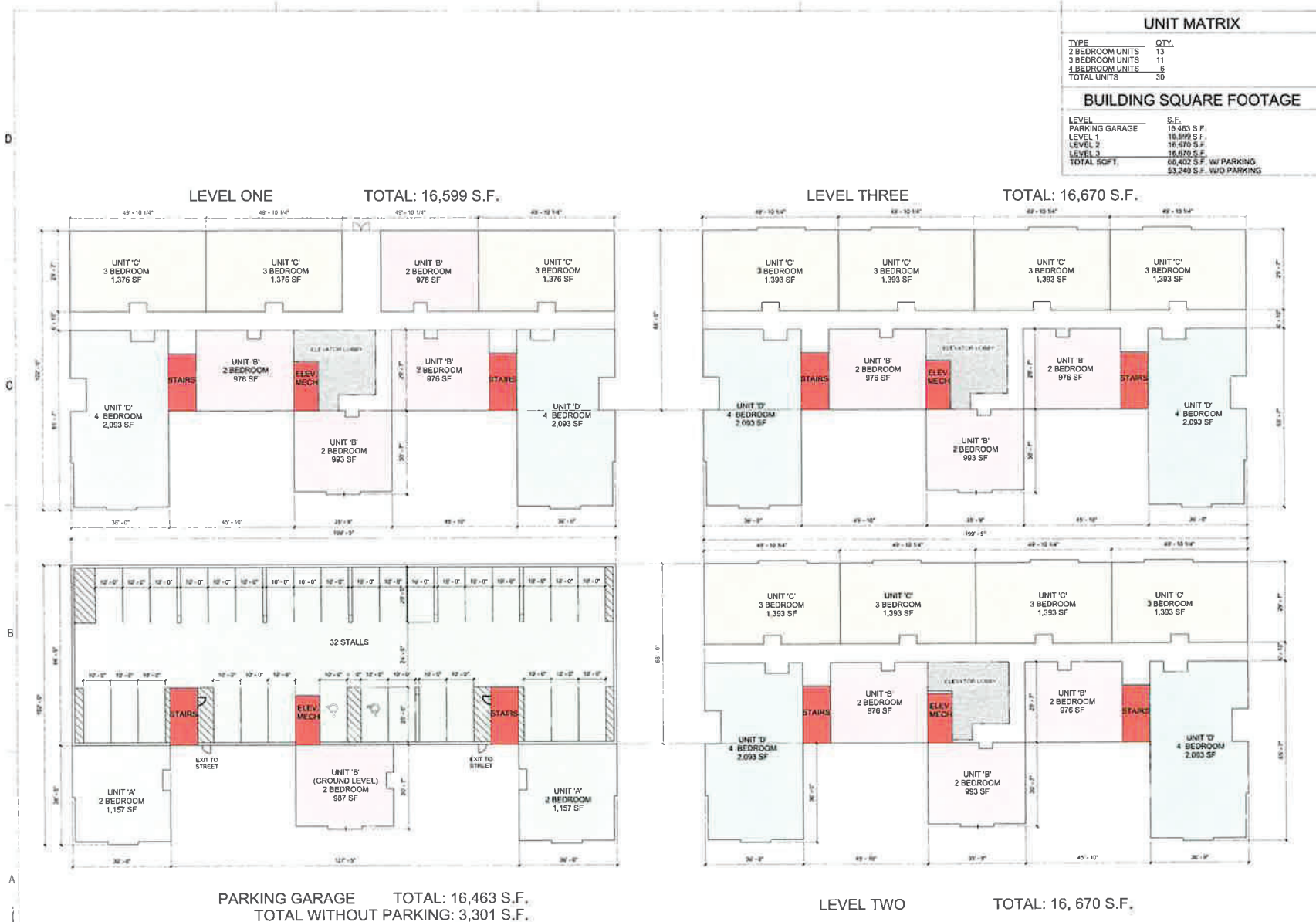
STAMP

DATE
NOT FOR CONSTRUCTION 1/22/21-08

PROJECT NUMBER
2019-01-01
OWNER
CRSA

ARCHITECTURAL
SITE PLAN

AS101



CRSA

ARCHITECTURE · PLANNING · INTERIORS
720 S RIVER ROAD, SUITE D 31104
ST. GEORGE, UT 84202
435.271.7362 · www.crsa-ut.com

IVAN SZU

909-458-0388
2818 CRYSTAL RIDGE RD
DIAMOND BAR, CA 91765

SHANGRI LA LODGE

LOTS 19, 20 & 21
BRIAN HEAD, UT 84719

STAMP

ISSUE TYPE: NOT FOR CONSTRUCTION DATE: 10/16/16

PROJECT NUMBER: 20-448
DRAWN BY: Author
CHECKED BY: Checker

UNIT LAYOUT PER LEVEL

AE003

A1 UNIT LAYOUT PLAN VIEWS

CRSA

ARCHITECTURE • PLANNING • INTERIORS
220 SILVER ADAMS BLVD D21008
ST. GEORGE, UT 84790
435.873.3362 • www.crsaa.com

IVAN SZU

909-456-0388
2816 CRYSTAL RIDGE RD
DIAMOND BAR, CA 91765

SHANGRI LA LODGE

LOTS 19, 20 & 21
BRIAN HEAD, UT 84719

STAMP

DATE TYPE DATE
NOT FOR CONSTRUCTION 03/17/2018

PROJECT NUMBER 2018-114
DRAWING BY AUSTIN
CHECKED BY CHEN

RENDERINGS

AE004



C1 FRONT EXTERIOR



C3 OVERALL FRONT EXTERIOR VIEW



A1 BACK EXTERIOR



B3 FRONT ELEVATION
1" = 20'-0"



A3 BACK ELEVATION
1" = 20'-0"

CRSA

ARCHITECTURE - PLANNING - INTERIORS
750 E RIVER ROAD, SUITE 2100
ST. GEORGE, UT 84790
435.473.7362 • WWW.CRSA-UT.COM

IVAN SZU

909-456-0388
2816 CRYSTAL RIDGE RD
DIAMOND BAR, CA 91765

SHANGRI LA LODGE

LOTS 19, 20 & 21
BRIAN HEAD, UT 84710

STAMP

ISSUE TYPE
NOT FOR CONSTRUCTION

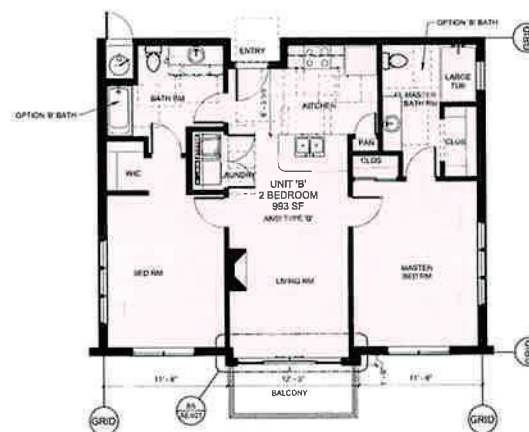
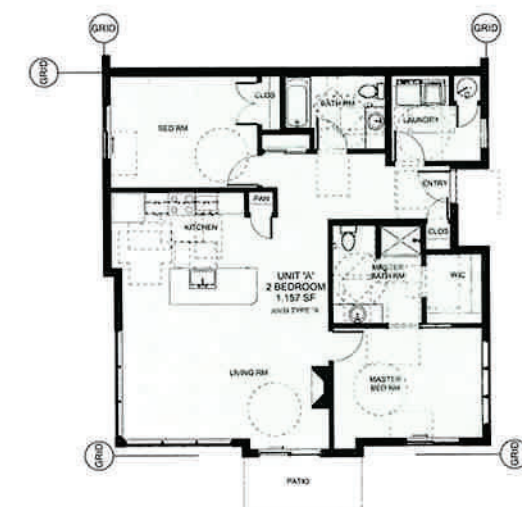
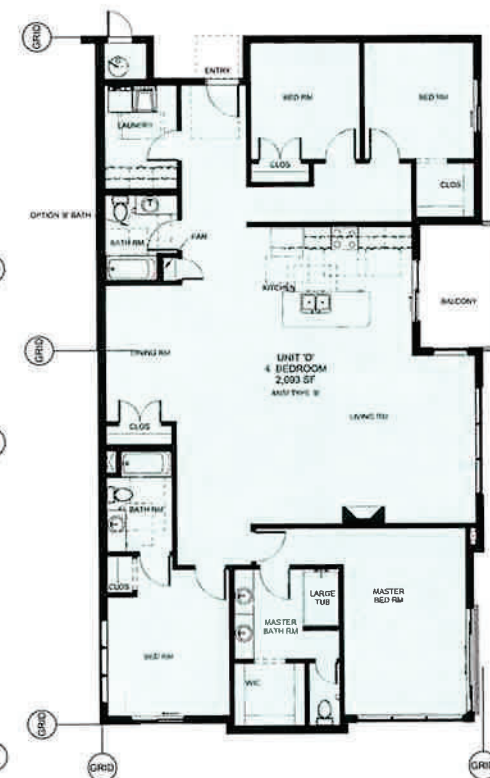
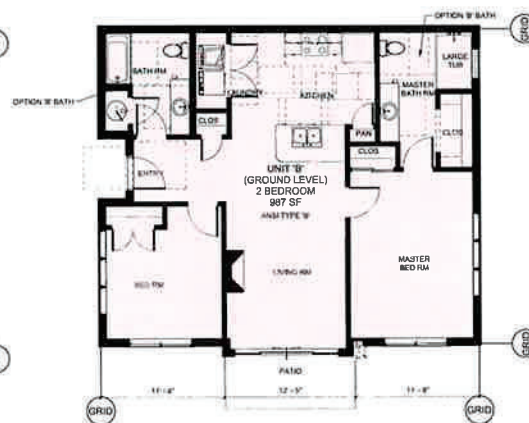
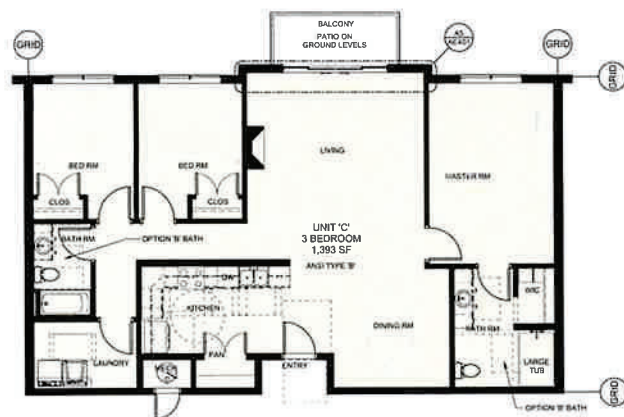
DATE
2021.01.08

PROJECT NUMBER
DRAWN BY
CHECKED BY

DESIGN
AUTHOR
CHECKER

ENLARGED PLANS

AE401



B5 UNIT 'B' @ GROUND LEVEL
3/16" = 1'-0"

A5 UNIT 'C' @ GROUND LEVEL
3/16" = 1'-0"

A1 UNIT PLANS
3/16" = 1'-0"

CRSA

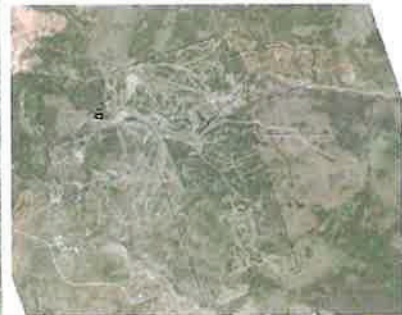
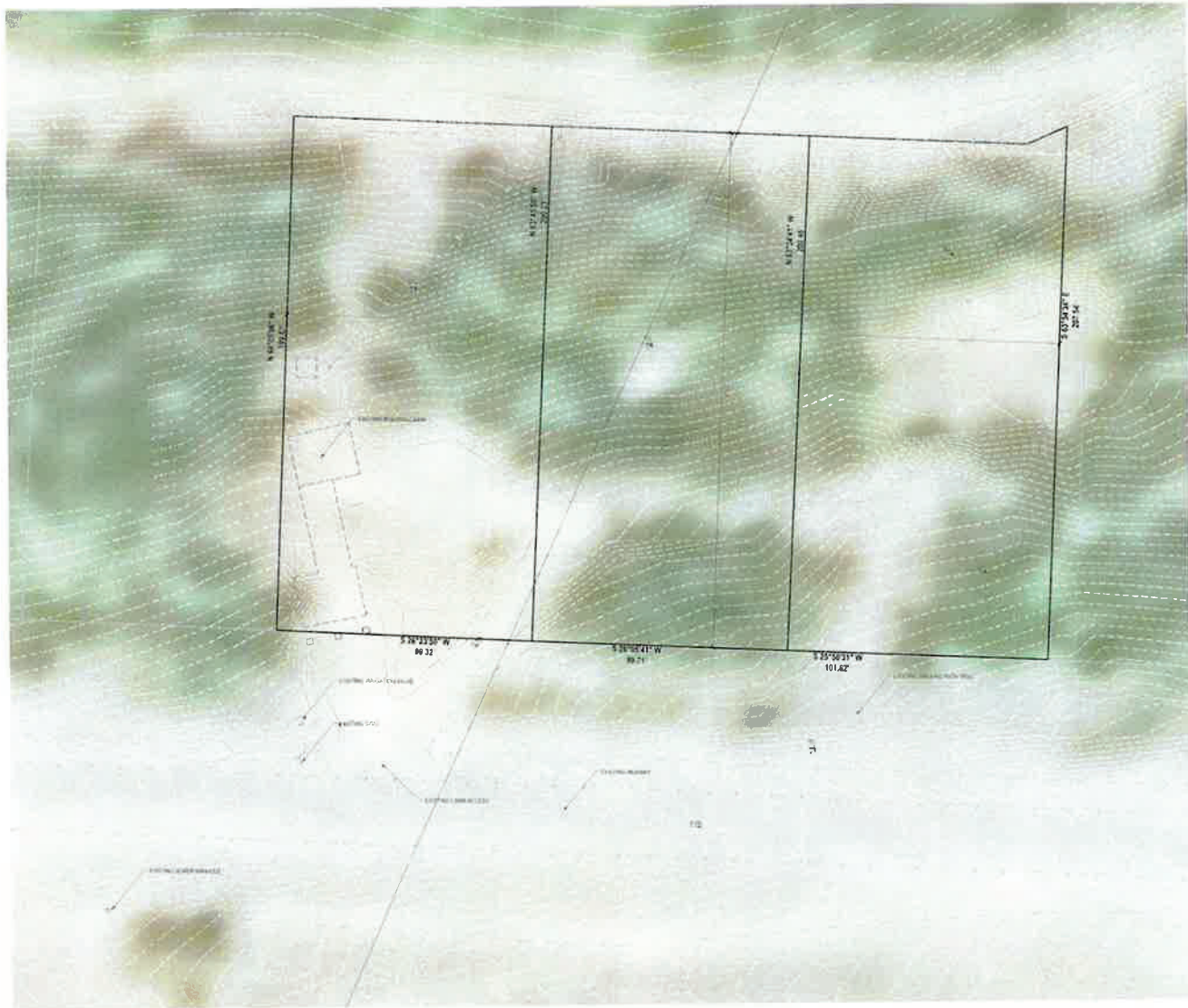


CALL 811
Before you dig

CALL SUBSTANDS
811 AT LEAST 48 HOURS
PRIOR TO THE
COMMENCEMENT OF ANY
CONSTRUCTION

BENCHMARK

CORNER OF SECTION _____
TOWNSHIP _____ SOUTH RANGE _____ WEST
SALT LAKE BASE AND MERIDIAN
ELEVATION _____



VICINITY MAP
NO TO SCALE



DELINEATION ZONE MAP
NO TO SCALE

HORIZONTAL GRAPHIC SCALE

0 10 20 30 40 50 60 70 80 90 100 FEET

1 INCH = 100 FEET

LOCATED IN THE
OF SECTION
TOWNSHIP, RANGE
SALT LAKE BASE AND MERIDIAN

ENSIGN
THE STANDARD IN ENGINEERING

SALT LAKE CITY
45 W. 10000 S., Suite 500
Sandy, UT 84070
Phone 801.255.0529

LAYTON
Phone 801.547.1100

TODDLE
Phone 435.843.3590

CEDAR CITY
Phone 435.865.1453

RICHFIELD
Phone 435.896.2993

WWW.ENSIGNENG.COM

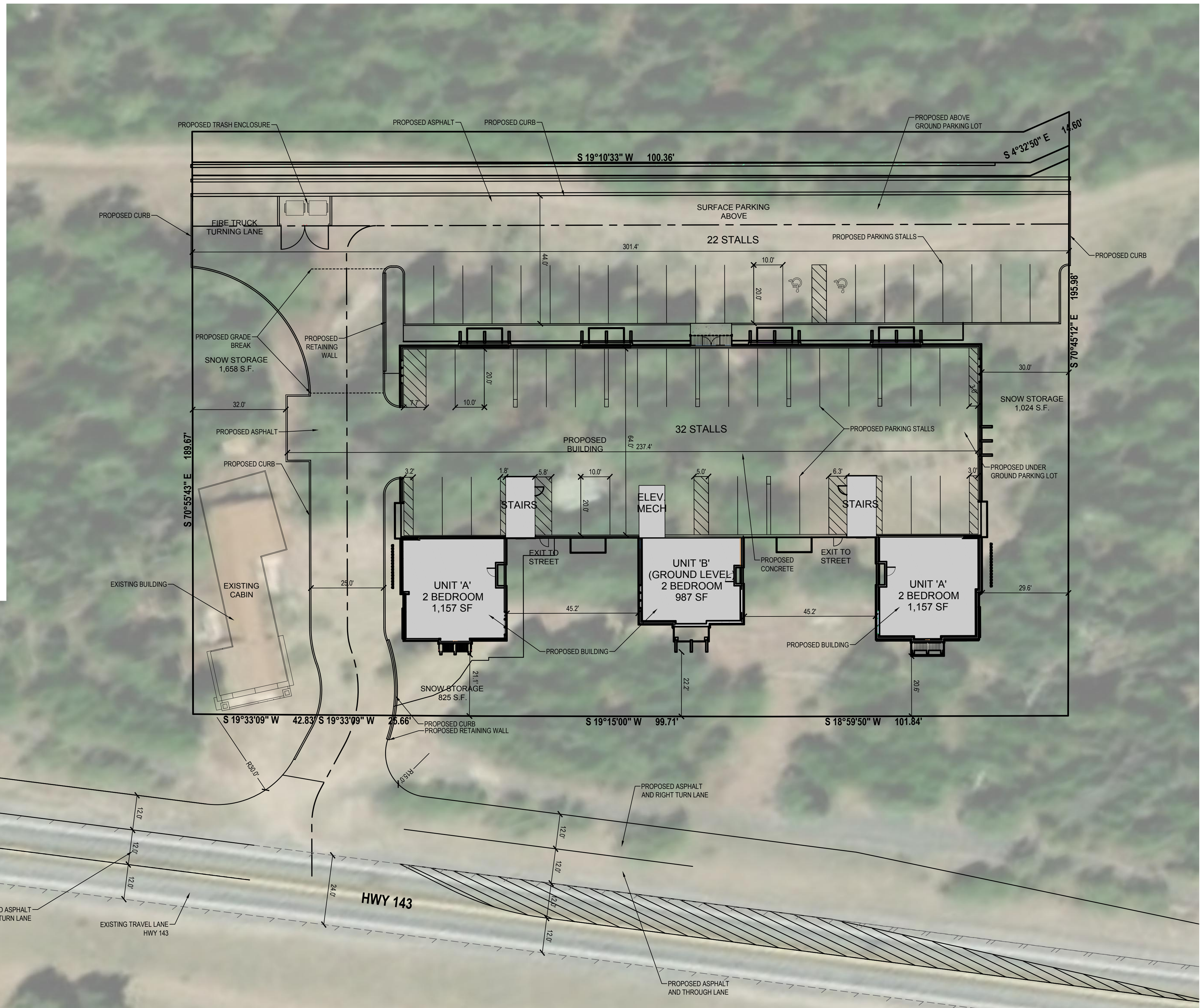
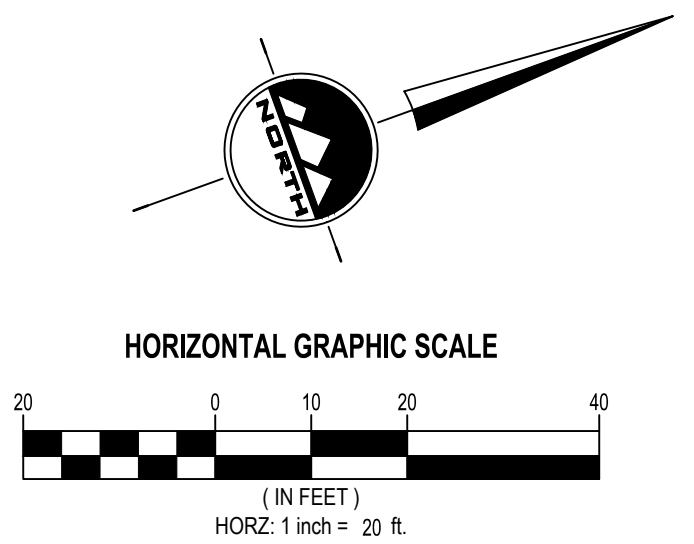
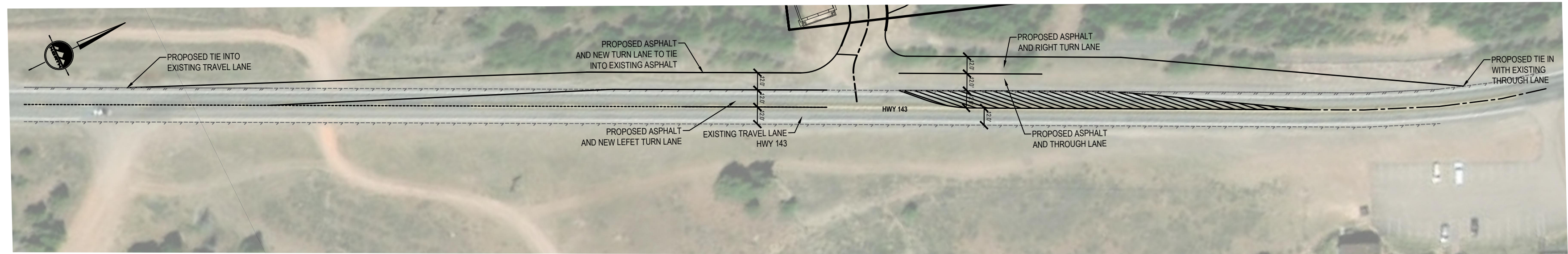
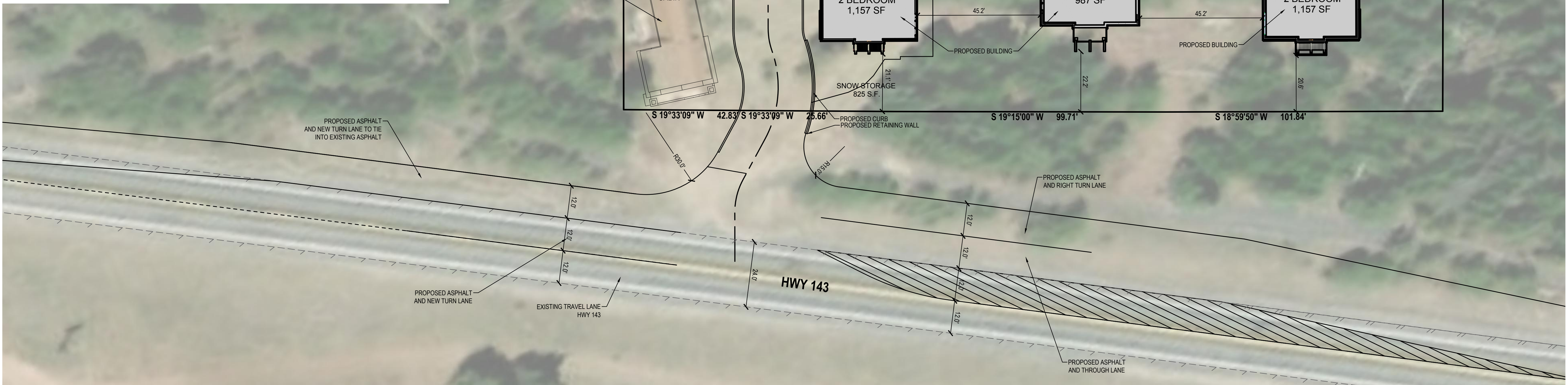
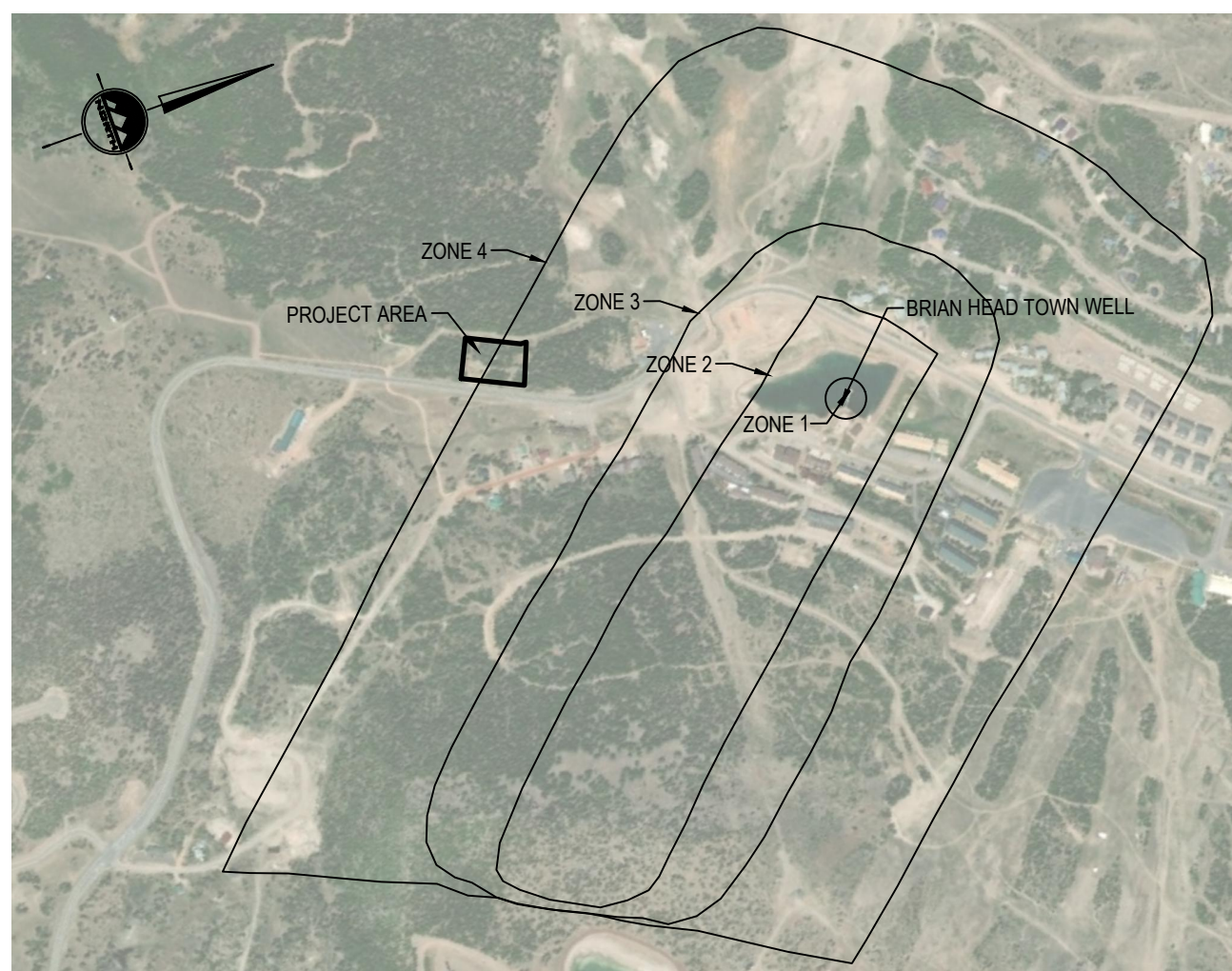
FOR CLIENTS ADDRESS
CLIENT CITY STATE ZIP
FOR CONTACT
PHONE 801.255.0529

IVAN SZU

732 SOUTH BRIAN HEAD 143
BRIAN HEAD, UTAH

EXISTING
CONDITIONS MAP

1 OF 1



CEDAR CITY
88 E. Fiddlers Canyon Road
Suite 210
Cedar City, UT. 84720
Phone: 435.865.1453

SALT LAKE CITY
Phone: 801.255.0529

TOOELE
Phone: 435.843.3590

LAYTON
Phone: 801.547.1100

RICHFIELD
Phone: 435.896.2983

WWW.ENSIGNENG.COM

R:
U IVAN
88 COBBLE OVE CIRCLE
GEORGE, UT 84790
CONTACT:
IENT CONTACT
NONE:

SHANGRI LA LODGE

BRAIN HEAD, UTAH

ITE PLAN

PROJECT NUMBER	PRINT DATE
0628	4/8/21
DRAWN BY	CHECKED BY
PROJECT MANAGER	

C-200



BRIAN HEAD

ORDINANCE NO. 26-__

AN ORDINANCE AMENDING THE BRIAN HEAD LAND MANAGEMENT CODE, CHAPTER 6, ZONE DISTRICT MAP, REGULATING LAND USE WITHIN THE TOWN OF BRIAN HEAD, UTAH FOR LOTS 19, 20, & 21 BLOCK A, BRIAN HEAD UNIT 3 SUBDIVISION (732 SOUTH HIGHWAY 143), AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Brian Head Town has identified a need to revise the Brian Head Land Management Code in order to regulate land use within the Town limits of Brian Head, Utah; and,

WHEREAS, the Brian Head Planning Commission held a public hearing on October 3, 2026, giving at least ten (10) days' notice prior to the public hearing to receive public comment. The Planning Commission hereby forward their recommendation of approval for lots 19, 20 & 21 Block A of the Brian Head Unit 3 Subdivision with an address of 732 South Highway 143 for a proposed zone amendment from Medium Density Residential (R2) to Multi-Family Residential (R3) to the Brian Head Town Council for their consideration and adoption; and,

WHEREAS, the Brian Head Town Council held a public meeting on October 13, 2026, giving at least 24 hours' notice; and,

WHEREAS, Brian Head Town desires to amend the Zone District Map regulating land use within the town boundaries; and

WHEREAS, it is in the best interests of Brian Head Town and the health, safety, and general welfare of its citizens to adopt this Ordinance.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF BRIAN HEAD, UTAH, COUNTY OF IRON, STATE OF UTAH, AS FOLLOWS:

Section 1. The Brian Head Land Management Code, Chapter 6, Zoning, Zone District Map is hereby amended as Attachment "A" to change the zone from R2 to R3 for lots 19, 20, & 21 Block A, Brian Head Unit 3 Subdivision (732 South Highway 143).

Section 2. Effective Date. This Ordinance shall take effect upon its passage by a majority vote of the Brian Head Town Council and following notice and publication as required by law. Upon this Ordinance being adopted by the Brian Head Town Council of Iron County, Utah, all provisions of this Ordinance shall be incorporated into Title 9 of the Brian Head Town Code.

Section 3. Conflict. To the extent of any conflict between other Town, County, State, or Federal laws, ordinances or regulations and this Ordinance, the more restrictive is deemed to be controlling.

Section 4. Severability Clause. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 5. Repealer. All provisions of the Brian Head Town Code, Chapters one through ten that are inconsistent with the expressed terms of this Ordinance, shall be repealed.

PASSED AND ADOPTED BY THE BRIAN HEAD TOWN COUNCIL OF IRON COUNTY, UTAH this ____ day of October 2026, with the following vote.

Mayor Clayton Calloway	Yes____	No____
Council Member Duane Nyen	Yes____	No____
Council Member Larry Freeberg	Yes____	No____
Council Member Logan Cruz	Yes____	No____
Council Member Martin Tidwell	Yes____	No____

BRIAN HEAD TOWN COUNCIL

By: _____
Clayton Calloway, Mayor

ATTEST:

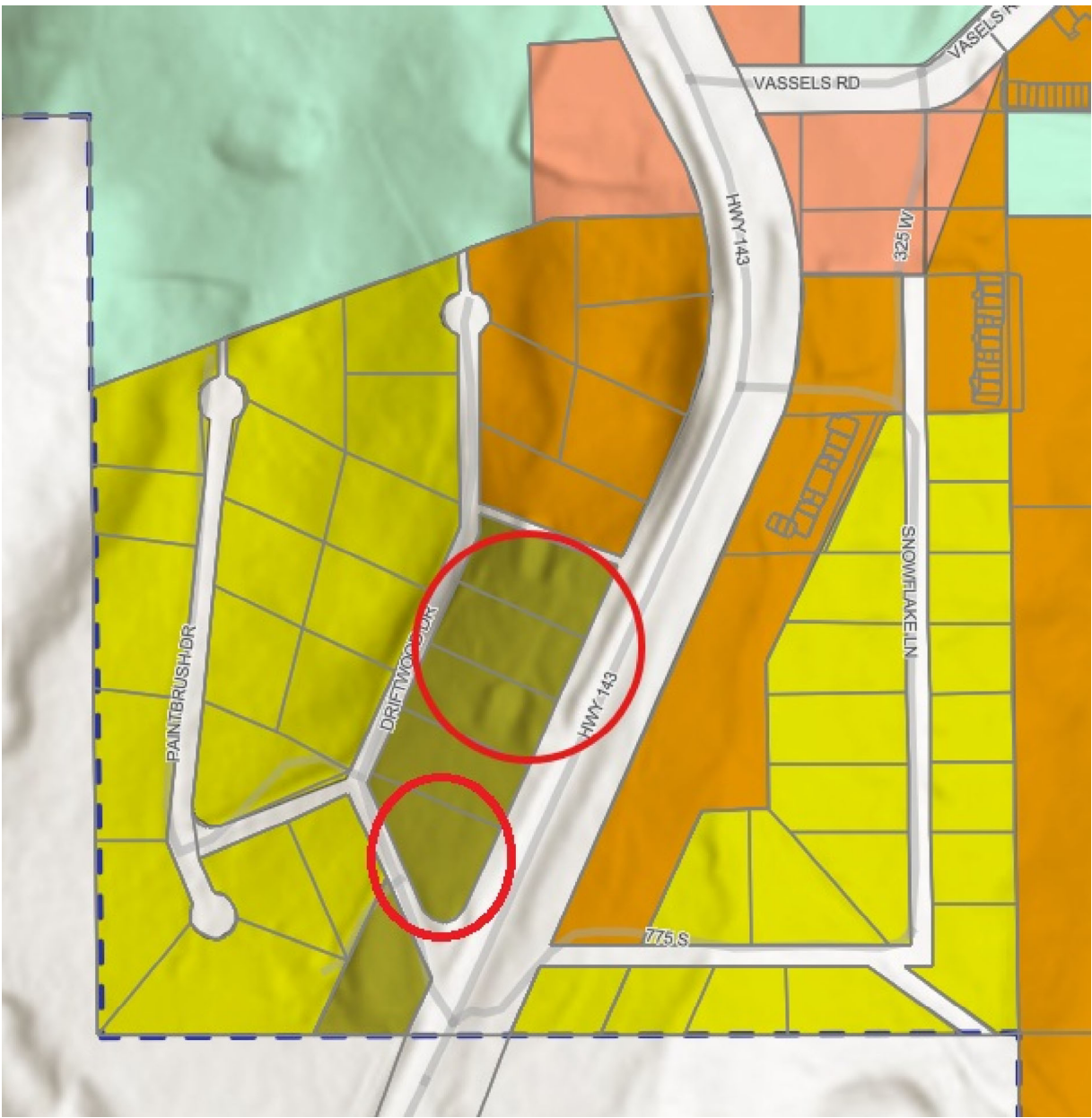
Nancy Leigh, Town Clerk

(SEAL)

CERTIFICATE OF PASSAGE AND POSTING

I hereby certify that the above Ordinance is a true and accurate copy, including all attachments, of the Ordinance passed by the Town Council on the 14th day of January 2020, and have posted a complete copy of the ordinance in three conspicuous places within the Town of Brian Head, to-wit: Town Hall, Post Office and the Mall.
Nancy Leigh, Town Clerk

ATTACHMENT "A"
BRIAN HEAD LAND MANAGEMENT CODE
ZONE DISTRICT MAP
Lots 19, 20, & 21 Block A Brian Head Unit 3 Subdivision





STAFF REPORT TO THE TOWN COUNCIL

ITEM: PUBLIC IMPACT REMEDIATION BOND PROPOSAL

AUTHOR: Greg Sant
DEPARTMENT: Planning and Building
DATE: October 13, 2026
TYPE OF ITEM: Discussion

SUMMARY:

Recent negative impact on the public from construction projects this summer resulted in a proposal from a private citizen to look at how these negative impacts could be avoided or mitigated. Staff reviewed this problem and have the suggestions below that could address this from happening in the future.

BACKGROUND:

The negative impacts from both building construction on individual lots as well as in the Town R.O.W. include lack of dust control, lack of Storm Water Prevention Plan (SWPPP) control, lack of traffic control, not leaving the road in a drivable condition, parking on and using neighbor's property without their permission, etc. Currently the Town collects a Landscaping and Clean-up Bond on all building permits, and the Town collects an assurance/completion Bond that is attached to a Security Agreement that insures the complete and correct installation of Utilities in the Town R.O.W. be up to Town Standards. When these projects, R.O.W. work or building construction, are approved by the Town, these Bonds are released back to Contractor or Owner.

In these Bonds there is no mention of dust control, not following SWPPP protocols, traffic control, leaving the road in an undrivable condition, parking on and using neighbor's property without their permission, etc. Staff looked at the possibility of adding these items into either or both Bonds already in place and felt like it would be better to separate the Bonds. One reason for this is the issue of the type of bond that could be collected. The Bonds already in place can be a cash bond, an assurity bond from a third party or a letter of credit from a bank. From experience, Staff has found that it is difficult to collect from an Assurity Company and/or a bank. As a result, Staff felt like this Bond needed to be a Cash Bond only.

SUGGESTIONS FOR THE PROPOSED CODE FOR THE PUBLIC IMPACT REMEDIATION BOND PROPOSAL:

The Goal of this Bond is to inform the contractor/owner that they must:

1. Control the Dust on their property or within the R.O.W. so that it does not affect their neighbors. Also, follow all SWPPP protocols.
2. Provide a Traffic Control Plan and communicate with the Town when they are implementing that plan so the Town can verify that they are following the Traffic Control Plan that they submitted.
3. Keep all construction related material (including dirt and rocks), parking, dumpsters, port-a-potties, and signage out of the road.
4. Leave the road in a drivable condition once the work is completed for the day and at the completion of the project.
5. Not using the neighbor's property without written permission from them to use their property for parking, storage of material, access to their project, etc.

At each violation, the project would be flagged, and a violation fine will be due and payable at the time of the violation. This fine will be subtracted from their Cash Bond that they have paid at the time of permit. Staff proposes the following Bond amounts:

1. Building Permit – A Public, Impact Remediation Bond in the amount of \$5,000 will be collected at the issuance of the building permit.
 - A. First Violation will be \$100.
 - B. Second Violation will be \$500.
 - C. Third + Violation will be \$1,000.
2. Encroachment/R.O.W., Grading, Subdivision Permits - A Public, Impact Remediation Bond in the amount of a minimum Bond of \$5,000 and a maximum of \$20,000 depending on size of project and estimated amount of time to complete project.
 - A. First Violation will be \$1,000.
 - B. Second Violation will be \$2,000.
 - C. Third + Violation will be \$3,000.

One Item that needs to be researched is whether existing code allows us to add that bond now, or if we need to do a code change.

STAFF RECOMMENDATION:

Discussion Item only

PROPOSED MOTION:

Discussion Item only.

ATTACHMENTS:

None