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The Regular Meeting of the
 Brian Head Town Council acting as the
 Governing Body of the Brian Head Redevelopment Agency
 Town Hall - 56 North Highway 143
 Brian Head, UT 84719
TUESDAY, NOVEMBER 11, 2015 @ 1:00 PM

Roll Call.

Members Present: Mayor/Chair H.C. Deutschlander, Council/Board Member Larry Freeberg, Council/Board Member Clayton Calloway, Council/Board Member Reece Wilson.

Members Excused: Council/Board Member Jim Ortler.

Staff Present: Bret Howser, Nancy Leigh, Tom Stratton, Cecilia Johnson, Wendy Dowland

A. CALL TO ORDER

Mayor/Chair Deutschlander called the regular meeting of the Brian Head Town Council acting as the governing body of the Brian Head Redevelopment Agency to order at 1:00 pm.

B. PLEDGE OF ALLEGIANCE

Mayor/Chair Deutschlander led the Council/Board and others in the Pledge of Allegiance.

C. DISCLOSURES

There were no conflicts of interest with today's agenda items. Mayor/Chair Deutschlander stated that the disclosure statements are on file at the Town Clerk's office and are available for public inspection during normal business hours.

D. APPROVAL OF THE MINUTES:

October 27, 2015 Town Council/Redevelopment Agency Meeting

Motion: Council/Board Member Calloway moved to approve the October 27, 2015 Town Council/Redevelopment Agency minutes. Council/Board Member Wilson seconded the motion.

Action: **Motion carried 4-0-0 (summary: Yes = 4 Yes:** Council/Board Member Calloway, Council/Board Member Freeberg, Council/Board Member Wilson, Mayor/Chair Deutschlander. **Absent:** Council/Board Member Ortler).

E. PUBLIC INPUT/ REPORTS (Limited to three (3) minutes) Non-Agenda Items

Council Member Calloway reported on the Brian Head Business Association meeting held on November 5, 2015. Council Member Calloway reported the committee will be meeting on November 16, 2015 to elect a new board to the Chamber along with updating the visitbrianhead.org website. Council Member Calloway commented he is hoping for positive things from the committee.

Mayor Deutschlander



- 1 1. Attended a Community Development Block Grant (CDBG) workshop along with Cecilia Johnson, Tom
- 2 Stratton. The purpose of the workshop is to address applications that are seeking grant funding for
- 3 projects.
- 4 2. Attended the Iron County Coordinating Council (ICCC) meeting last week. The meeting was held in
- 5 the new Parowan City Hall. Mayor Deutschlander reported there is an open house for the new City
- 6 Hall and everyone is invited to attend from 11:00 am to 2:00 pm. on November 20, 2015.

7
 8 **Council Member Wilson** commented he also attended the Brian Head Business Association meeting.
 9 Council Member Wilson commented there have been some negative attitudes towards the Chamber in the
 10 past, but encouraged the businesses to attend Monday’s meeting.

11
 12 **Bret Howser, Town Manager**

- 13 1. Attended the Utah City Managers Association (UCMA) conference last week. Bret reported the
- 14 conference was informative and focus of the conference was compensation planning. Bret reported
- 15 he was invited to teach a workshop on compensations for small towns. One main topic of concern
- 16 was the ability to recruit and retain police officers within the state due to the national trends which are
- 17 preventing people from entering the field.
- 18 2. Open enrollment for the town’s health insurance took place yesterday in which Spectra Management,
- 19 insurance brokers, and PEHP, health insurers, attended the meeting. The town budgeted a 10%
- 20 increase for insurance and received word the town’s increase for the 2016 year is 5%. .

21
 22 **Tom Stratton, Public Works Director**

- 23 1. The town has been working with Parowan Irrigation Company this fall. Water from the pond has been
- 24 shut off for the year. The pond did not reach a low water level. There have also been improvements
- 25 completed at the Forebay and power plant which has resulted in conserving water. Parowan’s power
- 26 plant is now generating electricity.
- 27 2. The public works crew is out plowing the roads from the winter storm that hit this morning.
- 28 3. Brian Head Resort received four new groomers this morning. The semi-truck hauling the groomers
- 29 became stuck on the grade and the public works crew assisted in getting the truck up the hill.
- 30 4. The crew is setting the new pump in the vault at the end of Snowflake Road.

31
 32 **Cecilia Johnson, Town Treasurer**, reminded the Council of the upcoming holiday party scheduled for
 33 November 20th at 6:00 pm Cecilia asked those who are attending to please RSVP with here as soon as
 34 possible.

35
 36 **Bob Goldhirsch, resident,**

- 37 1. There will be a Thanksgiving dinner for the town residents on November 24th at 6:00 pm at the Public
- 38 Safety Building hosted by the Brian Head Volunteer Fire Department. Mr. Goldhirsch encouraged the
- 39 Council and public to let others who live on the mountain know about the dinner is open to the town
- 40 residents. There is no cost to the dinner, but there will be the fireman boots set out for donations for
- 41 those who would like to donate to the volunteer fire department.
- 42 2. The annual Ular event will be held November 18, 215 at 6:00 pm at the town park. This is the 35th
- 43 annual Ular ski burning sacrifice and everyone is invited to attend.

44
 45
 46 **F. AGENDA ITEMS:**

47
 48 Mayor Deutschlander amended the agenda to address the Redevelopment Agency items first since Mr. Adam
 49 from Smith Hartvigsen Law firm is here to present.



1 **Motion:** Council Member Freeberg moved to recess the regular meeting of the Brian Head Town
2 Council and convene as the Brian Head Redevelopment Agency. Council Member Wilson
3 seconded the motion.

4 **Action:** **Motion carried 4-0-0 (summary: Yes = 4, Vote: Yes:** Council Member Calloway, Council
5 Member Freeberg, Council Member Wilson, Mayor Deutschlander. **Absent:** Council/Board
6 Member Ortler).
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9 **1. RESOLUTION ADOPTING THE AMENDED BRIAN HEAD COMMUNITY DEVELOPMENT**
10 **PROJECT AREA PLAN.**
11

12 Bret Howser, Town Manager, gave a brief history of the Community Development Area (CDA) Plan which was
13 established in 2008. Bret went on to explain the CDA projects have been updated along with a change to the
14 name of the plan "Village Core Community Development Area Plan" and resetting the baseline value with the
15 County and town to a ten year period (see attached plan). The focus of the plan is directed towards
16 improvements to the Village Core area and Bristlecone Pond.
17

18 **Motion:** Board Member Freeberg moved to adopt Resolution No. RDA-022, a resolution adopting the
19 Brian Head Village Core Community Development Area Plan as presented. Board Member
20 Calloway seconded the motion.

21 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Board Member Calloway, Board
22 Member Freeberg, Board Member Wilson, Chairperson Deutschlander **Absent:**
23 Council/Board Member Ortler).
24
25

26 **2. RESOLUTION APPROVING AN INTERLOCAL AGREEMENT WITH IRON COUNTY.**
27

28 Bret Howser, Town Manager, presented an interlocal agreement between the RDA and Iron County (see
29 attached). Bret explained the Iron County Commissioner met yesterday and approved the agreement with the
30 RDA. Some of the changes to the interlocal agreement is resetting the baseline value for the county to a
31 period of ten years.
32

33 **Motion:** Board Member Calloway moved to approve Resolution No.RDA-023, a resolution adopting an
34 interlocal agreement with Iron County. Board Member Wilson seconded the motion.

35 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Board Member Calloway, Board
36 Member Freeberg, Board Member Wilson, Chairperson Deutschlander **Absent:**
37 Council/Board Member Ortler).
38
39

40 **3. RESOLUTION APPROVING AN INTERLOCAL AGREEMENT WITH BRIAN HEAD TOWN**
41

42 Bret Howser, Town Manager, presented an interlocal agreement between the RDA and Brian Head Town.
43 Bret explained this interlocal agreement is basically the same agreement with Iron County in which the
44 agreement would reset the baseline value with the town for a period of ten years (see attached).
45

46 **Motion:** Board Member Freeberg moved to adopt Resolution RDA-024, a resolution approving an
47 interlocal agreement with Brian Head Town. Board Member Calloway seconded the motion.

48 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Board Member Calloway, Board
49 Member Freeberg, Board Member Wilson, Chairperson Deutschlander. **Absent:**
50 Council/Board Member Ortler).
51



ADJOURNMENT OF THE REDEVELOPMENT AGENCY

Motion: Board Member Calloway moved to adjourn the special meeting of the Brian Head Redevelopment Agency for November 10, 2015. Board Member Freeberg seconded the motion.

Action: **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Board Member Calloway, Board Member Freeberg, Board Member Wilson, Chairperson Deutschlander **Absent:** Council/Board Member Ortler).

The special meeting of the Brian Head Redevelopment Agency was adjourned at 1:30 pm for November 10, 2015 and the regular meeting of the Brian Head Town Council was reconvened at 1:30 pm.

1. TRANSPORTATION MASTER PLAN ORDINANCE.

Tom Stratton, Public Works Director, reported the Rural Planning Group is here to give the Council a presentation on the Transportation Master Plan (see attached). Tom then introduced Shannon and Mike from the Rural Planning Group.

Shannon explained the Rural Planning Group started this project in early spring 2015 by entering into a memorandum of understanding (MOU). An open house was held in which the public had the opportunity to submit their opinions and to collect as much data as possible. The purpose of the plan is to provide assistance to the town in looking towards ten to fifteen years ahead for their transportation needs. The plan is not complete and will have revisions going forward, but the town has the ability to change the plan as it sees fit to meet the needs of the town. A steering committee was established with the vision to provide safe multi-use transportation and to work with other agencies.

The Council then reviewed the draft Transportation Master Plan with the following comments/recommendations:

1. The Steering Committee reviewed parking, education, coordination and enforcement which are identified in the plan and is also in coordination with the town's General Plan.
2. Appendix H of the plan shows the projects along with projected costs for a period of ten to fifteen years.
3. Signage along the roads/streets were addressed in which one goal was to keep a rustic mountain feel to the signs.
4. Pavement improvements were discussed. Shannon explained that pavement collectors should be the highest priority and residential roads should be the lowest priorities.
5. Bret explained the value in this report being presented to the Council in which would cost the town approximately \$30,000 if the town were to hire a firm to complete the report.
6. The town currently has several roads that are deteriorating and are identified in the plan. If the town were to pursue a prioritized approach to the issue, the cost is an estimate and the town would need to look at and be prepared to deal with the cost along with looking at the transportation system as a whole.
7. Bret explained the cost is approximately \$200,000 to \$250,000 per year to pursue the projects in the master plan. The town receives approximately \$100,000 from B & C Road Funds which traditionally has been used for maintenance issues such as slurry seal projects.
8. Grants will be one source of funding for some of the projects. The plan has recommendations for sources for funding the projects.
9. Another source may be sales and property tax revenue for the improvements, but the town would need to start planning ahead.
10. Council Member Wilson inquired as to using reclaimed asphalt as an alternative to the dirt roads. Tom explained the red dirt is effective as a base and then the town can use the rotomill on top for the road.



- 1 11. Tom explained if the town is going to identify a project and the Council plans to save funds for several
- 2 years, the town can complete the studies and engineering prior to the project beginning.
- 3 12. Council Member Wilson commented he believes the town is so far behind it would be difficult to get
- 4 caught up on what the town needs.
- 5 13. Council Member Calloway inquired as to the parking identified for 250,000 skier days and what the
- 6 parking space is. Shannon responded she was not sure, but the plan identifies a recommendation for
- 7 planning for the busiest time, but may not be realistic. Shannon explained they can follow up on what
- 8 parking looks like for 250,000 skier days.
- 9 14. Council Member Calloway inquired as to the storm drain plan identified on page 21 of the plan, in
- 10 which is to be done in five years with a goal of two years. Bret explained it is to be completed within
- 11 two years, not five years as identified in the plan.
- 12 15. Council Member Freeberg recommended the town work with Utah Department of Transportation
- 13 (UDOT) on the parking issues along highway 143. Council Member Calloway commented he would
- 14 like to see highway 143 widen at some point in the future and believes the town should be working
- 15 with UDOT.

16 **Motion:** Council Member Calloway moved to adopt Ordinance No. 15-015, an ordinance adopting a
 17 Master Transportation Plan for Brian Head Town. Council Member Wilson seconded the
 18 motion.

19 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council
 20 Member Freeberg, Council Member Wilson, Mayor Deutschlander **Absent:** Council/Board
 21 Member Ortler).
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 25 **2. 2015 ELECTION CANVASS.**

26
 27 Nancy Leigh, Town Clerk, presented the Council with the 2015 Municipal Election Canvass report (see
 28 attached). Mayor Deutschlander read the final report for the 2015 Brian Head Town General Election:
 29

30	Larry Freeberg	37 votes
31	Jim Ortler	23 votes
32	David "Sky" Bourne	24 votes

33
 34 **Motion:** Council Member Calloway moved to approve the canvass of the 2015 Municipal Election for
 35 Brian Head Town. Council Member Wilson seconded the motion.

36 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council
 37 Member Freeberg, Council Member Wilson, Mayor Deutschlander. **Absent:** Council Member
 38 Ortler).
 39

40 Council Member Calloway congratulated Mr. Bourne on his win and directed staff to present a plaque for
 41 Council Member Ortler's service as a Council Member at the next Council meeting in December.
 42
 43

44 **3. PUBLIC HEARING FOR AMENDING THE FISCAL YEAR 2016 TOWN BUDGET,**
 45 **TRANSPORTATION SERVICES LINE. .**

46
 47 Bret Howser, Town Manager, explained the purpose for today's public hearing in amending the budget is due
 48 to an increase in cost for the town's shuttle service. Bret explained the town has been working with Arrow
 49 Stagelines for the past five years and the town budgeted \$120,000 for transportation services. Arrow
 50 Stagelines submitted an 18% increase for service with no changes to their service or equipment/vehicles. Last
 51 year they informed staff they would be bringing in new vehicles, but informed staff in order to bring in new



1 vehicles, the cost would exceed \$200,000 for the shuttle service. Staff then contacted two other shuttle
2 companies to request a quote for services. Lewis Stagelines and St. George Shuttle were contacted. Lewis
3 Stagelines reported they kept their vehicles in Salt Lake City and the cost would be higher. St. George Shuttle
4 first submitted a quote of \$168,000, but in working with the staff at St. George Shuttle, they revised their quote
5 to \$129,950 (see attached).
6

7 Bret explained St. George Shuttle has newer vehicles and will be operating two vans for the on-call service
8 along with a 25 passenger bus for the loop route, they also will be utilizing a dispatch center in which the
9 guests will call the 800 number and then the dispatch center will contact the driver to pick up the guests. Bret
10 explained St. George Shuttle also has a 40 passenger bus if there is a demand on certain weekends.
11

12 The Council held discussion on the following:

- 13 1. Council Member Freeberg suggested the town consider using two 25 passenger buses in lieu of a 40
- 14 passenger bus for a more effective system.
- 15 2. The telephone number is an 800 number so there won't be long distance charges if the guests use the
- 16 local businesses telephone to call the shuttle service.
17

18 Mayor Deutschlander opened the public hearing to receive public comment on the amendment of the town's
19 budget at 2:30 pm.
20

21 Shaun Kelly, resident, inquired as to the length of the contract for the shuttle service. Nancy responded the
22 contract is for one year with an option to extend for two one year periods.
23

24 Mayor Deutschlander closed the public hearing at 2:35 pm.
25
26

27 **4. ORDINANCE AMENDING THE FISCAL YEAR 2016 BRIAN HEAD TOWN BUDGET.**
28

29 **Motion:** Council Member Calloway moved to adopt Ordinance No. 15-016, an ordinance amending the
30 fiscal year 2016 budget for the transportation line to \$135,000 as proposed. Council Member
31 Freeberg seconded the motion.
32

33 Council Member Freeberg inquired as to where the funds are coming from. Bret responded the Retail
34 Business License Fees which are collected from taxable sales within the town.
35

36 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council
37 Member Freeberg, Council Member Wilson, Mayor Deutschlander **Absent:** Council/Board
38 Member Ortler).
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41 **5. 2015-2016 TOWN SHUTTLE SERVICE CONTRACT AWARD. .**
42

43 Bret Howser, Town Manager, presented the 2015-2015 town shuttle contract (see attached). Bret explained
44 the contract would be between the town and St. George Shuttle for the shuttle services for the 2015-2016 year
45 in an amount of \$129,950.
46

47 **Motion:** Council Member Freeberg moved to award the 2015-2016 shuttle contract to St. George
48 Shuttle as presented. Council Member Calloway seconded the motion.

49 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council
50 Member Freeberg, Council Member Wilson, Mayor Deutschlander **Absent:** Council/Board
51 Member Ortler).
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6. PLANNING COMMISSION APPOINTMENT. Appointment Jeff Morgan as the Planning Commission alternate member.

Bret Howser, Town Manager, explained there is a vacancy on the Planning Commission for an alternate member. The staff has advertised the vacancy twice and received a letter of interest (see attached) from Jeff Morgan who is currently a town resident along with being a part-time officer for Brian Head. Mr. Morgan has also served on the steering committee for the Transportation Master Plan and other boards in other communities. Bret recommended the Council appoint Mr. Morgan to the Planning Commission as the alternate member.

Motion: Council Member Calloway moved to grant the Council’s advice and consent to appoint Jeff Morgan as Planning Commission alternate member. Council Member Wilson seconded the motion.

Mayor Deutschlander inquired if serving as a part-time public safety officer for the town would affect Mr. Morgan’s appointment serving on the Planning Commission. Bret responded staff will verify with the Town Attorney.

Action: **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor Deutschlander. **Absent:** Council/Board Member Ortler).

6. Ordinance AMENDING THE BRIAN HEAD VILLAGE CORE COMMUNITY DEVELOPMENT PROJECT AREA.

Bret Howser, Town Manager, explained this agenda item is a continuation of the previous agenda items addressing the Redevelopment Agency, but the Council will be taking action on behalf of the town. Bret then presented a draft ordinance of the Brian Head Village Core Community Development Project Area Plan (see attached).

Motion: Council Member Calloway moved to adopt Ordinance No. 15-017, an ordinance Brian Head Village Core Community Development Area Plan as presented. Council Member Freeberg seconded the motion.

Action: **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council Member Freeberg, Council Member Wilson, Mayor Deutschlander. **Absent:** Council/Board Member Ortler).

7. RESOLUTION APPROVING INTERLOCAL AGREEMENT BETWEEN THE REDEVELOPMENT AGENCY AND THE TOWN OF BRIAN HEAD, UTAH. An interlocal agreement between the RDA and Brian Head Town.

Bret Howser, Town Manager, presented an interlocal agreement between the Brian Head Redevelopment Agency and Brian Head Town for the Village Core Community Development project area plan in which the baseline will be reset for a period of ten years (see attached).

Motion: Council Member Calloway moved to adopt Resolution No. 451, a resolution approving an interlocal agreement between Brian Head Redevelopment Agency and Brian Head Town. Council Member Wilson seconded the motion.



1 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council
 2 Member Freeberg, Council Member Wilson, Mayor Deutschlander. **Absent:** Council/Board
 3 Member Ortler).
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 6 **G. ADJOURNMENT**
 7

8 **Motion:** Council Member Wilson moved to adjourn the regular meeting of the Brian Head Town
 9 Council for November 10, 2015. Council Member Calloway seconded the motion.

10 **Action:** **Motion carried 4-0-0 (summary: Yes = 4 Vote: Yes:** Council Member Calloway, Council
 11 Member Freeberg, Council Member Wilson, Mayor Deutschlander. **Absent:** Council/Board
 12 Member Ortler).
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14
 15 The regular meeting of the Brian Head Town Council was adjourned at 2:45 pm for November 10, 2015.
 16

17 December 08, 2015
 18 Date Approved
 19

20
 21
 22 _____
 23 Nancy Leigh, Town Clerk

