The Regular Meeting of the
Brian Head Town Council
Acting as the Governing Body for the
Brian Head Redevelopment Agency,
Via Zoom Meeting ID# 812 6629 2619
www.zoom.us

TUESDAY, JUNE 23, 2020 @ 1:00 PM

AGENDA

A. CALL TO ORDER
B. PLEDGE ALLEGIANCE
C. DISCLOSURES
D. APPROVAL OF THE MINUTES:

1. May 12, 2020 Town Council Meeting
2. May 26, 2020, Town Council Meeting
3. June 9, 2020 Town Council Meeting

E. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS.

F. AGENDA ITEMS:

1. **ADOPTION OF THE FISCAL YEAR 2020 AMENDED BUDGETS FOR THE TOWN, AND REDEVELOPMENT AGENCY.** Shane Williamson, Town Treasurer. The Council/Board will consider ordinance/resolution amending the fiscal year 2020 budgets for the Town and Redevelopment Agency.

2. **INTIAL DISCUSSION ON AMENDMENTS TO THE SHORT-TERM RENTAL CODE, TITLE 3, CHAPTER 2A OF THE TOWN CODE.** Nancy Leigh, Town Clerk. The Council will begin initial discussions on amendments to the short-term rental code, Title 3, Chapter 2-A of the Town Code.

3. **REVIEW OF OHV ENFORCEMENT POLICIES.** Chief Dan Benson, Public Safety Director. The Council will discuss OHV enforcement policies and practices.

4. **RECREATIONAL RESTORATION INFRASTRUCTURE GRANT.** Bret Howser, Town Manager. The Council will give direction on acceptance of a potential $37,000 50/50 grant from Utah Outdoor Recreation for the restoration of the Alpine Creek Loop Trail.

5. **POTENTIAL FUTURE AGENDA ITEMS.** The Council will discuss potential items for future agenda items.

G. CLOSED SESSION OF THE TOWN COUNCIL to discuss the character, professional competence, or physical or mental health of an individual

H. ADJOURNMENT

Date: June 18, 2020

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 in three conspicuous locations; The Mall, Post Office and the Brian Head Town Hall and have posted copies on the Utah Meeting Notice Website and the Brian Head Town website and have caused a copy of this notice to be delivered to the Daily Spectrum, a newspaper of general circulation.
Dated this 18th day of June 2020
Nancy Leigh, Town Clerk

STAFF REPORT TO THE TOWN COUNCIL

SUBJECT: Ordinance/Resolutions amending FY 2020 Brian Head Town Budget(s), and FY 2020 Redevelopment Agency Budget
AUTHOR: Shane Williamson, Town Treasurer
DEPARTMENT: Administration Department
DATE: June 23, 2020
TYPE OF ITEM: Legislative Action

SUMMARY:

Council will adopt Ordinance No. 20-005, and Resolution No. RDA-036 amending the FY 2020 Brian Head Town/RDA Budgets.

BACKGROUND:

The Public Hearing (as required by law) on the FY 2020 Budget Amendments was held on June 09, 2020. There were no comments from the public.

ANALYSIS:

Please note, Brian Head Town amended its FY 2020 budget once prior to June 23, 2020. The date was August 12, 2019. The differences between the original budget and the revised budget that are not addressed below were amended on that dates. The following adjustments are proposed for the FY 2020 budget:

General Fund

- 3890 – Fund Balance Appropriated – Increase to $69,908 (Used to balance fund)
- 4140.260 -Admin – Retail Fuel (Town Pump) – Increase by $20k to $90,400 (To cover taxes on fuel purchased)
- 4220.120 – Fire – Part-time Wages – Increase from $0 to $3,320 (To cover nightly rental fire inspection shifts)
- 4900 – Operating Contingency – Increase by $20k to $60,000 (To cover the purchase of the ladder truck)

Debt Service Fund

- 3890 – Fund balance appropriated – Increase by $85k to $86,000 (taking surplus in fund balance and moving it to the water fund to supplement GO debt in the water fund)
- 4851 – Transfer to water fund – increase to $85,000 (the expense line for the transfer)

Capital Projects Fund

- 3610 – Interest revenue – Increase to $4,000 (to account for actual interest earned and to help balance the fund)
- 3890 – fund balance appropriated – Increase to $207,099 (to carry forward remaining balance in the streets program)

- 4100.740 – Wayfinding signs – Increase to $4,000 (To cover remaining work completed in FY 2020)
- 4410.700 – Capital streets – Increase to $278,099 (Expense line for balance carry forward in the streets program)
- 4560.751 – Chair 1 Parking – Decrease by $3,600 to $1,400 (surplus used to cover overages in the Chair 1 Restroom project)
- 4560.752 – Chair 1 Restrooms – Increase by $5k to $155,000 (to cover overages in project)

<u>Asset Replacement Fund</u>

- 3312 – Public Safety Federal Grant Revenue – Increase to $30,857 (A grant received to purchase PPE equipment)
- 3890 – Fund balance appropriated – Increase to $70,700 (to balance fund)
- 47.4100.721 adjust down by $5,000 and 47.4100.720 up by $5,000 to place the $5,000 budget used to by the Town Fuel pump replacement in the proper account.
- 47.4200.740 expense line increase both by $30,857.14 (to account for FEMA grant received to purchase Fie Dept PPE tracked in the Asset replacement program.)
- 47.4400.741 – Public Works Vehicles – Increase by $56,000 (to account for the purchase the PW Service Truck purchase. This was budgeted in the FY 2019 budget, but not spent until FY 2020, so the money is available from fund balance)

<u>Water Fund</u>

- 4751.270- Bldg and Grounds – Increase by $20k to $25,000 (To cover generator maintenance and electrical repairs from a power surge)
- 3830 – Transfer in from Debt Service fund – Increase by $85,000 (To receive money from the Debt Service fund to supplement GO debt in the water fund).
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<u>RDA Fund</u>

- 3890 – Fund Balance Appropriated – Increase to $13,600 (To cover trees planted at the pond that were in FY2021 budget, but the timing to plant was prior to July. Will adjust the RDA budget down $13,600 in FY 2021)
- 4140.610 – Redevelopment Activities – increase by $13,600 to $56,250 (the expense line for the trees)

All adjustments are in red text in the far-right column of the attached budget report.

DEPARTMENT REVIEW:
Staff has reviewed the amended FY 2020 budgets and feels everything has been entered correctly as directed by the Town Council and Town Manager.

FINANCIAL IMPLICATIONS:
The amended FY 2020 budget needs to allow for invoices coming in for the month of June. Staff feels that there are enough funds in the budgets to cover these expenses. The Town will also be receiving tax revenue for June in July.

BOARD/COMMISSION RECOMMENDATION:
Not Applicable.

STAFF RECOMMENDATION:
Staff recommends the budget(s) be adopted as amended.

PROPOSED MOTION:

Town Budget:
I move to adopt Ordinance No. 20-005, amending the FY 2020 Brian Head Town budget(s), as presented.

Redevelopment Agency Budget:
I move to adopt Resolution No. RDA-036, amending the FY 2020 Redevelopment Agency Fund budget, as presented.

ATTACHMENTS:
Attachment A – Ordinance Amending FY2020 Town Budget
Attachment B – Resolution Amending the FY2020 RDA Budget

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FISCAL YEAR 2020 BUDGET OF FUNDS AND ACCOUNTS ENDING JUNE 30, 2020 FOR THE TOWN OF BRIAN HEAD, UTAH.

WHEREAS, in accordance with the Uniform Fiscal Procedures Act for Utah Towns, Brian Head Town, Utah, has amended its budget for the fiscal year ending June 30, 2020; and

WHEREAS, in accordance with Utah State law, a public hearing was held on June 9, 2020 on the amended budget and comments received relating thereto, and;

WHEREAS, the Town Council determined an adjustment was needed for the purpose of unforeseen expenditures that have taken place since the adoption of the fiscal year 2020 town budget.

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

ADOPTION: The Fiscal Year 2020 budget hereby be amended, including all funds and accounts as attachment "A":

PASSED AND ADOPTED BY THE TOWN COUNCIL OF BRIAN HEAD on this ______ day of June 2020.

TOWN COUNCIL VOTE:

Mayor Clayton Calloway	Aye____	Nay____
Council Member Lynn Mulder	Aye____	Nay____
Council Member Larry Freeberg	Aye____	Nay____
Council Member Kelly Marshall	Aye____	Nay____
Council Member Shaun Kelly	Aye____	Nay____

BRIAN HEAD TOWN

By: _________________________________

Clayton Calloway, Mayor

ATTEST:

____

Nancy Leigh, Town Clerk

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 June 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

Brian Head Town
Budgeting Worksheet
***10 10 General Fund** - 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Taxes							
3110 General Property Tax (Current Year)	718,218	730,984	742,447	732,736	721,300	721,300	721,300
3120 General Property Tax (Delinquent)	55,693	120,657	37,351	53,897	93,600	93,600	93,600
3130 Sales and Use Taxes	134,323	127,363	153,024	145,457	135,800	135,800	135,800
3135 PAR Tax	19,383	21,426	27,929	26,559	25,400	25,400	25,400
3136 Transportation Local Option Sales Tax	5,303	0	0	205	0	0	0
3140 Franchise Tax	3,505	3,400	3,789	3,270	3,500	3,500	3,500
3145 Telecommunication Tax	4,692	4,300	4,094	4,098	4,500	4,500	4,500
3151 Resort Tax	392,949	342,098	444,538	423,571	406,100	406,100	406,100
3152 Highway Tax	73,977	64,241	83,757	79,646	76,000	76,000	76,000
3153 Municipal Energy Tax	117,294	113,957	122,800	98,073	119,000	119,000	119,000
3154 Municipal Transient Room Tax	76,285	62,658	80,231	84,433	74,000	74,000	74,000
3170 Fee in Lieu	5,161	5,237	6,050	5,985	5,200	5,200	5,200
3190 Penalties on Delinquent Taxes	1,562	4,691	1,425	1,740	4,100	4,100	4,100
3200 Personal Property Taxes	32,637	27,776	27,470	3,029	28,100	28,100	28,100
Total Taxes	**1,640,982**	**1,628,788**	**1,734,905**	**1,662,699**	**1,696,600**	**1,696,600**	**1,696,600**
Licenses and permits							
3210 Business Licenses	14,760	11,577	12,176	14,141	26,300	26,300	26,300
3215 Alcohol Licenses	400	350	550	100	600	600	600
3220 Enhanced Services Business License Fee	296,343	257,033	339,567	295,556	309,000	309,000	309,000
3221.1 Building Permit Fees	8,305	9,509	4,505	4,179	11,800	11,800	11,800
3221.2 Plan Check Fee	0	0	250	0	0	0	0
3221.3 Other Building Fee	0	0	50	1,600	0	0	0
3222 Land Use Permit Fees	1,400	-708	6,497	2,242	500	500	500
3230 Other Permits	1,050	1,300	1,250	3,947	800	800	800
Total Licenses and permits	**322,258**	**279,061**	**364,845**	**321,765**	**349,000**	**349,000**	**349,000**
Intergovernmental revenue							
3314 Public Safety State Grant	0	2,000	2,618	3,034	0	0	0
3341 General gov't state grant	13,515	42,152	19,100	35,837	69,600	69,600	69,600
3356 Class C Road Funds	59,689	64,566	64,610	65,883	66,500	66,500	66,500
3358 State Liquor Fund Allotment	3,712	2,863	4,100	2,953	4,000	4,000	4,000
3373 County - fire agreements	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Total Intergovernmental revenue	**116,916**	**151,581**	**130,428**	**147,707**	**180,100**	**180,100**	**180,100**
Charges for services							
3419 Administrative Charges	122,342	111,207	62,637	76,464	76,464	76,464	76,464
3422 Retail Fuel	73,362	77,668	70,724	84,087	86,100	86,100	86,100
3426 Fire Department Revenue	1,770	630	450	4,270	700	700	700
3427 Volunteer Fire Revenue	12,203	25,454	0	420	0	0	0
3428 Misc Police Revenue (Police Reports)	10	30	628	20	0	0	0
3435 Shop Charges	70,624	66,867	73,304	100,700	100,700	100,700	100,700
3441 Streets, trails, services	0	0	0	9,000	0	0	0
Total Charges for services	**280,311**	**281,856**	**207,743**	**274,961**	**263,964**	**263,964**	**263,964**
Fines and forfeitures							
3510 Court Fines	432	1,062	629	498	700	700	700
Total Fines and forfeitures	**432**	**1,062**	**629**	**498**	**700**	**700**	**700**
Interest							
3610 Interest	10,972	22,722	42,714	24,963	12,800	12,800	12,800
Total Interest	**10,972**	**22,722**	**42,714**	**24,963**	**12,800**	**12,800**	**12,800**
Special Events							
3540 Registration Fees	1,086	0	534	429	1,000	1,000	1,000
3560 Grants	0	6,261	0	0	0	0	0
3570 Other Revenue	23,281	0	20,000	0	0	0	0
Total Special Events	**24,367**	**6,261**	**20,534**	**429**	**1,000**	**1,000**	**1,000**

Miscellaneous revenue							
3640 Sale of Fixed Assets/Materials	0	60	0	0	0	0	0
3650 Sales of materials and supplies	0	320	75	303	0	0	0
3680 Building/Pavilion Rentals	700	14,510	8,125	2,825	5,000	5,000	5,000
3690 Sundry (Miscellaneous)	9,473	13,756	9,488	1,304	10,900	11,372	11,372
Total Miscellaneous revenue	**10,173**	**28,646**	**17,688**	**4,432**	**15,900**	**16,372**	**16,372**
Contributions							
3802.2 Public Safety Impact Fee/3059	459	1,071	459	1,683	0	0	0
Total Contributions	**459**	**1,071**	**459**	**1,683**	**0**	**0**	**0**
Transfers from other funds							
3825 Transfer from RDA	8,667	8,667	8,667	8,667	8,667	8,667	8,667
3890 Fund Balance Appropriated	0	0	0	0	11,588	26,588	69,908
Total Transfers from other funds	**8,667**	**8,667**	**8,667**	**8,667**	**20,255**	**35,255**	**78,575**
Total Revenue:	**2,415,537**	**2,409,715**	**2,528,612**	**2,447,804**	**2,540,319**	**2,555,791**	**2,599,111**
Expenditures:							
General government							
Council							
4111.110 Council - Salaries	14,763	16,000	16,159	8,000	16,000	16,000	16,000
4111.130 Council - Benefits	1,129	1,336	1,598	799	1,224	1,224	1,224
4111.210 Council - Books/Subscriptions/Memberships	50	16	0	0	0	0	0
4111.230 Council - Travel, Conferences & Training	3,383	2,721	1,875	322	5,100	5,100	5,100
4111.240 Council - Office Supplies & Expense	0	126	288	78	250	250	250
4111.290 Council - Telephone/Data Plans	1,226	755	721	606	600	600	600
4111.330 Council - Training & Education	0	810	0	0	0	0	0
4111.610 Council - Miscellaneous Expense	0	0	0	0	250	250	250
Total Council	**20,551**	**21,764**	**20,641**	**9,805**	**23,424**	**23,424**	**23,424**
Administrative							
4140.110 Admin - Salaries & Wages	80,441	87,095	90,167	92,069	93,914	93,914	93,914
4140.111 Admin - Overtime Wages (Administrative)	186	218	512	296	0	0	0
4140.121 Admin - Part-Time Salaries/Code Enforcement	3,260	120	0	0	0	0	0
4140.130 Admin - Employee Benefits	36,716	42,582	40,738	45,229	43,485	43,485	43,485
4140.140 Admin - Unemployment Costs	0	407	106	277	0	0	0
4140.210 Admin - Books/Subscriptions/Memberships	2,012	2,180	2,345	2,787	2,145	2,145	2,145
4140.220 Admin - Publishing/Legal Notices	2,214	380	672	916	2,000	2,000	2,000
4140.230 Admin - Travel, Conferences & Training	5,995	1,344	4,680	4,709	7,750	7,750	7,750
4140.240 Admin - Office Supplies/Reimb Expenses	4,718	4,358	3,759	3,182	4,700	4,700	4,700
4140.245 Admin - Bank Charges	273	486	409	505	500	500	500
4140.250 Admin - Equipment Supplies/Maintenance	7,625	5,501	2,205	1,966	2,050	2,050	2,050
4140.254 Admin - Vehicle Repair & Maintenance	1,550	1,208	272	1,027	1,000	1,000	1,000
4140.255 Admin - Fuel & Oil	1,538	871	1,404	550	1,500	1,500	1,500
4140.260 Admin - Retail Fuel (Town Pump)	72,990	69,806	57,408	90,493	70,400	70,400	90,400
4140.270 Admin - Bldgs/Grounds - Supplies/Maint	10,351	10,260	10,920	11,216	10,300	10,300	10,300
4140.275 Admin - Lease Expense (MBA)	52,034	51,155	0	0	0	0	0
4140.280 Admin - Utilities	5,240	4,885	4,703	4,387	5,500	5,500	5,500
4140.290 Admin - Telephone	8,006	7,120	6,178	5,789	6,400	6,400	6,400
4140.310 Admin - Professional & Technical Services	34,305	14,783	10,502	10,030	10,700	10,700	10,700
4140.312 Admin - Audit & Accounting	15,000	15,000	15,000	15,000	15,000	15,000	15,000
4140.450 Admin - Elections	73	234	0	387	500	500	500
4140.485 Admin - Transportation Service	169,310	114,207	130,914	128,073	130,000	130,000	130,000
4140.510 Admin - Insurance Expense	57,210	55,131	55,085	38,037	54,650	54,650	54,650
4140.540 Admin - Promotions/Incentives	5,552	4,371	3,512	4,707	5,300	5,300	5,300
4140.610 Admin - Miscellaneous Expense	1,080	1,592	311	270	450	450	450
Total Administrative	**577,679**	**495,294**	**441,802**	**461,902**	**468,244**	**468,244**	**488,244**
Legal							
4145.310 Legal - Professional & Technical Services	4,423	1,563	4,115	1,494	7,000	7,000	7,000
Total Legal	**4,423**	**1,563**	**4,115**	**1,494**	**7,000**	**7,000**	**7,000**

Building department							
4160.110 BldgDept - Salaries & Wages	8,624	12,872	13,242	14,557	14,602	14,602	14,602
4160.111 BldgDept - Overtime Wages (Building)	17	22	77	4	0	0	0
4160.130 BldgDept - Employee Benefits	5,639	8,150	8,093	9,430	9,537	9,537	9,537
4160.210 BldgDept - Books/Subscriptions/Memberships	135	0	0	0	0	0	0
4160.230 BldgDept - Travel, Conferences & Training	125	0	0	0	0	0	0
4160.240 BldgDept - Office Supplies & Expenses	287	0	584	78	500	500	500
Total Building department	**14,827**	**21,044**	**21,996**	**24,069**	**24,639**	**24,639**	**24,639**
Planning and zoning							
4180.110 P&Z - Salaries & Wages	27,173	16,464	16,769	13,449	14,881	14,881	14,881
4180.111 P&Z - Overtime Wages (P & Z)	22	0	43	-43	0	0	0
4180.130 P&Z - Employee Benefits	14,132	9,291	9,223	7,578	7,992	7,992	7,992
4180.230 P&Z - Travel, Conferences & Training	366	0	0	0	500	500	500
4180.240 P&Z - Office Supplies & Expense	0	0	163	114	100	100	100
4180.310 P&Z - Professional & Technical Services	733	390	25,373	585	1,100	1,100	1,100
Total Planning and zoning	**42,426**	**26,145**	**51,571**	**21,683**	**24,573**	**24,573**	**24,573**
Marketing & Events							
4660.110 Marketing & Events - Salaries & Wages	0	0	0	55	0	0	0
4660.230 Marketing & Events - Travel andTraining	9	0	0	17	0	0	0
4660.250 Marketing & Events - Equip Supplies/Maint	1,126	576	1,426	1,486	1,900	1,900	1,900
4660.290 Marketing & Events - Telephone	68	0	0	0	0	0	0
4660.310 Marketing & Events - Prof & Techincal Services	1,566	351	229	229	1,200	1,200	1,200
4660.610 Marketing & Events - Miscellaneous Expense	25,967	500	0	0	0	0	0
4660.611 Marketing & Events - Permits	260	100	100	371	400	400	400
4660.612 Marketing & Events - Advertising/Marketing	29,564	61,566	80300	107247	122200	122200	122200
4660.615 Marketing & Events - Entertainment	20,860	10,550	15,514	16,300	17,300	17,300	17,300
4660.616 Marketing & Events - Food	0	490	385	259	500	500	500
Total Marketing & Events	**79,420**	**74,133**	**97,954**	**125,964**	**143,500**	**143,500**	**143,500**
Total General government	**739,326**	**639,943**	**638,079**	**644,917**	**691,380**	**691,380**	**711,380**

Public safety

Police

4210.110 Police - Salaries & Wages	224,644	230,992	239,492	238,471	245,772	245,772	245,772
4210.111 Police - Overtime Wages (Police)	18,063	13,406	17,423	15,843	19,940	20,294	20,294
4210.120 Police - Part-time Officers	28,348	26,410	24,764	25,814	33,000	33,000	33,000
4210.130 Police - Employee Benefits	188,206	186,066	185,362	187,390	195,955	195,955	195,955
4210.210 Police - Books/Subscriptions/Memberships	1,346	1,220	604	460	1,200	1,200	1,200
4210.230 Police - Travel, Conferences & Training	5,109	7,266	3,358	2,625	5,600	5,600	5,600
4210.240 Police - Office Supplies & Expense	489	548	664	248	600	600	600
4210.250 Police - Equipment Supplies & Maintenance	11,279	5,480	5,362	6,716	11,100	11,100	11,100
4210.254 Police - Vehicle Repair & Maintenance	9,257	4,585	6,181	6,833	5,900	5,900	5,900
4210.255 Police - Fuel	10,828	12,391	11,922	10,807	13,000	13,000	13,000
4210.270 Police - Bldg/Grounds Supplies & Maintenance	5,080	4,915	8,037	-2,012	5,175	5,175	5,175
4210.275 Police - Public Safety Building Payment (MBA)	60,888	61,088	60,763	60,348	60,925	60,925	60,925
4210.280 Police - Utilities	4,120	4,142	4,145	3,729	4,500	4,500	4,500
4210.290.1 Police - Telephone	6,819	4,084	7,037	4,335	4,580	4,580	4,580
4210.290.2 Police - Communications	26,022	22,664	23,711	29,384	30,850	30,850	30,850
4210.310 Police - Professional & Technical Services	3,271	10,338	7469	4138	3810	3810	3810
4210.450 Police - Uniforms	1,882	1,825	942	1,017	2,000	2,000	2,000
4210.451 Police - EMT Supplies	1,966	788	26	1,552	1,250	1,250	1,250
4210.452 Police - EMT Training & Travel	1,867	3,328	1,410	1,057	3,150	3,150	3,150
4210.453 Police - Search & Rescue	815	0	0	0	500	500	500
4210.610 Police - Miscellaneous Expense	0	0	238	495	500	500	500
Total Police	**610,299**	**601,536**	**608,910**	**599,250**	**649,307**	**649,661**	**649,661**

Fire

4220.110 Fire - Salaries & Wages	79,525	77,597	80,023	80,007	90,904	90,904	90,904
4220.111 Fire - Overtime Wages (Fire)	6,021	4,468	5,808	5,281	6,647	6,765	6,765
4220.120 Fire - Part Time Wages	0	4,104	3,293	6,019	0	0	3,320
4220.130 Fire - Employee Benefits	62,684	61,556	61,535	62,237	66,345	66,345	66,345
4220.210 Fire - Books/Subscriptions/Memberships	300	300	144	0	700	700	700
4220.230 Fire - Travel, Conferences & Training	1,517	1,860	1,286	2,561	2,575	2,575	2,575
4220.240 Fire - Office Supplies & Expense	4	351	228	161	300	300	300
4220.250 Fire - Equipment - Supplies & Maintenance	7,618	11,961	4,351	3,379	4,400	4,400	4,400
4220.254 Fire - Vehicle Repair & Maintenance	3,584	7,840	4,436	5,644	7,070	7,070	7,070
4220.255 Fire - Fuel	915	895	2,600	1,765	1,200	1,200	1,200
4220.270 Fire - Bldgs/Grounds - Supplies & Maintenance	5,083	4,936	8,041	-2,017	4,975	4,975	4,975
4220.275 Fire - Public Safety Building Payment (MBA)	60,888	61,088	60,763	60,348	60,925	60,925	60,925
4220.280 Fire - Utilities	4,120	4,142	4,145	3,729	4,500	4,500	4,500
4220.290 Fire - Telephone	5,260	4,062	4,143	3,858	4,580	4,580	4,580
4220.310 Fire - Professional & Technical Services	1,034	2,347	3,291	4,947	5,300	5,300	5,300
4220.450 Fire - Uniforms	446	0	479	540	750	750	750
4220.451 Fire - Volunteer Fire Fund	6,134	56,284	0	0	0	0	0
4220.453 Fire - State Grants	0	1,858	0	0	0	0	0
4220.610 Fire - Miscellaneous Expense	0	0	1,627	495	2,000	2,000	2,000
Total Fire	**245,133**	**305,649**	**246,193**	**238,954**	**263,171**	**263,289**	**266,609**
Total Public safety	**855,432**	**907,185**	**855,103**	**838,204**	**912,478**	**912,950**	**916,270**

Highways and public improvements

Highways

4410.110 Streets - Salaries & Wages	41,514	43,804	46,938	80,358	87,744	87,744	87,744
4410.111 Streets - Overtime Wages (Streets)	1,804	1,349	3,631	4,207	2,000	2,000	2,000
4410.130 Streets - Employee Benefits	30,254	28,654	31,219	56,237	60,406	60,406	60,406
4410.230 Streets - Travel, Conferences & Training	3,329	515	5,091	1,131	2,000	2,000	2,000
4410.240 Streets - Office Supplies & Expense	128	0	0	0	100	100	100
4410.250 Streets - Equipment - Supplies & Maintenance	0	650	0	1,454	600	600	600
4410.253 Streets - Snow Removal	19,757	13,305	73,732	35,269	38,300	38,300	38,300
4410.269 Streets - Equipment Rental	8,671	13,386	15,665	14,948	18,500	18,500	18,500
4410.270 Streets - Bldgs/Grounds - Supplies & Maint	210	0	0	0	0	0	0
4410.280 Streets - Utilities (Area Lights)	14,569	13,734	13,694	12,500	15,000	15,000	15,000
4410.310 Streets - Professional & Technical Services	10,971	40,932	605	740	5,800	5,800	5,800
4410.411 Streets - Street Signs & Signals	128	359	1,100	9,079	10,000	10,000	10,000
4410.415 Streets - Skier bridge O&M	0	0	0	0	1,500	1,500	1,500
4410.420 Streets - Road Maintenance/Improvements	19,740	23,455	10,275	9,129	24,500	24,500	24,500
4410.700 Streets - Capital Outlay	17,800	0	0	0	0	0	0
Total Highways	**168,875**	**180,143**	**201,950**	**225,052**	**266,450**	**266,450**	**266,450**

Shop & garage

4440.230 Shop - Travel, Conferences & Training	390	378	1,184	1,165	500	500	500
4440.240 Shop - Office Supplies & Expenses	814	216	365	506	800	800	800
4440.250 Shop - Equipment - Supplies & Maintenance	5,122	5,596	5,149	5,958	6,950	6,950	6,950
4440.252 Shop - Heavy Equipment Maintenance	25,540	29,711	27,752	13,680	20,000	20,000	20,000
4440.254 Shop - Vehicle Repair & Maintenance	5,939	4,267	3,909	11,905	5,000	5,000	5,000
4440.255 Shop - Fuel	37,642	44,116	68,201	58,516	50,000	50,000	50,000
4440.261 Shop - Equipment Lease (operating)	94,550	81,407	86,599	59,239	91,734	91,734	91,734
4440.270 Shop - Bldgs/Grounds - Supplies & Maint	2,372	1,867	2,216	4,422	4,310	4,310	4,310
4440.280 Shop - Utilities	9,383	9,396	8,328	8,732	10,000	10,000	10,000
4440.290 Shop - Telephone	7,697	5,621	6,079	5,714	5,600	5,600	5,600
4440.310 Shop - Professional & Techincal Services	1,090	1,355	1,228	1,311	1,450	1,450	1,450
4440.330 Shop - Training & Education	0	0	0	0	0	0	0
4440.450 Shop - Uniforms	6,960	3,691	3,783	5,970	6,100	6,100	6,100
4440.610 Shop - Miscellaneous Expense	0	1,320	0	0	0	0	0
Total Shop & garage	**197,499**	**188,941**	**214,793**	**177,118**	**202,444**	**202,444**	**202,444**
Total Highways and public improvements	**366,374**	**369,084**	**416,743**	**402,170**	**468,894**	**468,894**	**468,894**

Parks, recreation, and public property

Recreation

4560.110 Recreation - Salaries & Wages	12,807	8,922	3,471	6,995	6,930	6,930	6,930
4560.111 Recreation - Overtime Wages (Recreation)	158	21	90	116	0	0	0
4560.130 Recreation - Employee Benefits	1,042	1,022	30	2,158	2,187	2,187	2,187
4560.230 Recreation - Travel, Conferences & Training	0	85	0	7	0	0	0
4560.240 Recreation - Office Supplies & Expense	0	0	0	0	100	100	100
4560.250 Recreation - Supplies & Maintenance	628	1,549	819	1,306	800	800	800
4560.254 Recreation - Vehicle Repair & Maintenance	1,156	115	807	1,485	800	800	800
4560.265 Recreation - Fuel	487	419	768	2,178	800	800	800
4560.269 Recreation - Equipment Rental	0	2,266	0	0	1,200	1,200	1,200
4560.270 Recreation - Blds/Grounds - Supplies & Maint	2,564	5,340	3,073	312	1,950	1,950	1,950
4560.310 Recreation - Professional & Technical Services	2,472	322	470	80	3,700	3,700	3,700
4560.450 Recreation - Uniforms	91	0	110	166	200	200	200
4560.621 Recreation - Beautification	1,198	829	345	1,183	4,000	4,000	4,000
4560.631 Recreation - Walking Trails	332	0	0	0	0	0	0
4560.632 Recreation - Bike Trails	0	0	0	0	15,000	0	0
4560.633 Recreation - ATV/Snowmobile Trails	2,944	90	4,497	2,548	3,000	3,000	3,000
4560.634 Recreation - Trail Signs	741	126	0	87	500	500	500
Total Recreation	**26,620**	**21,106**	**14,480**	**18,621**	**41,167**	**26,167**	**26,167**
Total Parks, recreation, and public property	**26,620**	**21,106**	**14,480**	**18,621**	**41,167**	**26,167**	**26,167**

Miscellaneous							
4900 Operating Contingency	34,633	25,799	29,787	49,812	40,000	40,000	60,000
Total Miscellaneous	**34,633**	**25,799**	**29,787**	**49,812**	**40,000**	**40,000**	**60,000**
Transfers							
4846 Transfer to Capital Projects	280,000	302,300	300,000	266,400	236,400	266,400	266,400
4847 Transfer to Asset Replacement	0	0	320,000	150,000	150,000	150,000	150,000
Total Transfers	**280,000**	**302,300**	**620,000**	**416,400**	**386,400**	**416,400**	**416,400**
Total Expenditures:	**2,302,385**	**2,265,417**	**2,574,192**	**2,370,124**	**2,540,319**	**2,555,791**	**2,599,111**
Total Change In Net Position	**113,152**	**144,298**	**-45,580**	**77,680**	**0**	**0**	**0**

Brian Head Town
Budgeting Worksheet
17 17 Wildlands Fire *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Intergovernmental revenue							
3314 Wildland Fire - State Grant	11,822	0	9,292	8,521	10,000	10,000	10,000
Total Intergovernmental revenue	**11,822**	**0**	**9,292**	**8,521**	**10,000**	**10,000**	**10,000**
Charges for services							
3425 Wildland Fire Revenue	64,828	98,305	107,671	0	100,000	100,000	100,000
Total Charges for services	**64,828**	**98,305**	**107,671**	**0**	**100,000**	**100,000**	**100,000**
Interest							
3610 Interest Revenue	1,614	3,240	4,755	4,469	0	0	0
Total Interest	**1,614**	**3,240**	**4,755**	**4,469**	**0**	**0**	**0**
Contributions							
3890 Fund Balance Appropriated	0	0	0	0	0	0	0
Total Contributions	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Revenue:	**78,264**	**101,545**	**121,718**	**12,990**	**110,000**	**110,000**	**110,000**
Expenditures:							
Public safety							
Fire							
4220.110 Wildland Fire - Wages	45,912	7,280	23,934	1,704	50,000	50,000	50,000
4220.130 Wildland Fire - Benefits	8,813	744	2,685	749	3,825	3,825	3,825
4220.230 Wildland Fire - Travel, Conferences & Training	108	0	1,506	35	2,500	2,500	2,500
4220.240 Wildland Fire - Office Supplies & Expense	0	0	4,321	0	0	0	0
4220.250 Wildland Fire - Materials and Supplies	346	4,447	31,838	2,840	1,000	1,000	1,000
4220.254 Wildland Fire - Vehicle Repair & Maintenance	6,435	964	47	555	5,000	5,000	5,000
4220.255 Wildland Fire - Fuel	2,900	721	2,009	150	5,000	5,000	5,000
4220.450 Wildland Fire - Uniforms	0	0	0	1,473	10,000	10,000	10,000
4220.453 Wildland Fire - State Grants	12,105	0	9,220	8,521	0	0	0
Total Fire	**76,619**	**14,156**	**75,560**	**16,027**	**77,325**	**77,325**	**77,325**
Total Public safety	**76,619**	**14,156**	**75,560**	**16,027**	**77,325**	**77,325**	**77,325**
Transfers							
4846 Transfer to Capital Projects Fund	21,401	25,000	0	25,000	25,000	25,000	25,000
4890 Budgeted Increase in Fund balance	0	0	0	0	7,675	7,675	7,675
Total Transfers	**21,401**	**25,000**	**0**	**25,000**	**32,675**	**32,675**	**32,675**
Total Expenditures:	**98,020**	**39,156**	**75,560**	**41,027**	**110,000**	**110,000**	**110,000**
Total Change In Net Position	**-19,756**	**62,389**	**46,158**	**-28,037**	**0**	**0**	**0**

Brian Head Town
Budgeting Worksheet
18 18 Steam Engine Meadows SID *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Interest							
3610 Interest Revenue	0	0	435	1,884	0	0	0
Total Interest	**0**	**0**	**435**	**1,884**	**0**	**0**	**0**
Miscellaneous revenue							
3690 Miscellaneous	0	75,758	114,889	0	0	0	0
Total Miscellaneous revenue	**0**	**75,758**	**114,889**	**0**	**0**	**0**	**0**
Total Revenue:	**0**	**75,758**	**115,324**	**1,884**	**0**	**0**	**0**
Expenditures:							
Highways and public improvements							
Special improvements							
4400.310 Professional & Technical Services	3,700	0	354	0	0	0	0
Total Special improvements	**3,700**	**0**	**354**	**0**	**0**	**0**	**0**
Total Highways and public improvements	**3,700**	**0**	**354**	**0**	**0**	**0**	**0**
Total Expenditures:	**3,700**	**0**	**354**	**0**	**0**	**0**	**0**
Total Change In Net Position	**3,700**	**75,758**	**114,970**	**1,884**	**0**	**0**	**0**

Brian Head Town

Budgeting Worksheet

21 21 SSD Special Service District *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Miscellaneous revenue							
3668 Water Lease	30,421	30,421	30,421	0	30,421	30,421	30,421
Total Miscellaneous revenue	**30,421**	**30,421**	**30,421**	**0**	**30,421**	**30,421**	**30,421**
Total Revenue:	**30,421**	**30,421**	**30,421**	**0**	**30,421**	**30,421**	**30,421**
Expenditures:							
Transfers							
4890 Budgeted Increase in Fund Balance	0	0	0	0	30,421	30,421	30,421
Total Transfers	**0**	**0**	**0**	**0**	**30,421**	**30,421**	**30,421**
Total Expenditures:	**0**	**0**	**0**	**0**	**30,421**	**30,421**	**30,421**
Total Change In Net Position	**30,421**	**30,421**	**30,421**	**0**	**0**	**0**	**0**

Brian Head Town
Budgeting Worksheet
28 28 Municipal Building Authority *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Interest							
3610 Interest income MBA	635	1,013	755	0	800	800	800
Total Interest	**635**	**1,013**	**755**	**0**	**800**	**800**	**800**
Miscellaneous revenue							
3620 Lease revenue	173,810	173,331	121,525	120,695	120,695	120,695	120,695
3690 Miscellaneous revenue	0	13	0	0	0	0	0
Total Miscellaneous revenue	**173,810**	**173,344**	**121,525**	**120,695**	**120,695**	**120,695**	**120,695**
Transfers from other funds							
3890 Fund Balance Appropriated	0	0	0	0	0	0	0
Total Transfers from other funds	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Revenue:	**174,445**	**174,357**	**122,280**	**120,695**	**121,495**	**121,495**	**121,495**
Expenditures:							
Public safety							
Fire							
4160.240 Admin Expense	1,650	0	0	0	800	800	800
4160.270 Bldg. Grounds / Maint.	6,937	5,885	14,034	0	0	0	0
4160.740 MBA 2010 Public Safety Building	0	0	0	0	0	0	0
Total Fire	**8,587**	**5,885**	**14,034**	**0**	**800**	**800**	**800**
Total Public safety	**8,587**	**5,885**	**14,034**	**0**	**800**	**800**	**800**
Debt service							
4160.810 MBA Bond Principal	111,000	116,000	113,193	69,000	69,000	69,000	69,000
4160.820 MBA Interest on long term debt	61,159	57,331	54,236	51,695	51,695	51,695	51,695
Total Debt service	**172,159**	**173,331**	**167,429**	**120,695**	**120,695**	**120,695**	**120,695**
Total Expenditures:	**180,746**	**179,216**	**181,463**	**120,695**	**121,495**	**121,495**	**121,495**
Total Change In Net Position	**-6,301**	**-4,859**	**-59,183**	**0**	**0**	**0**	**0**

Brian Head Town
Budgeting Worksheet
30 30 Debt Service *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Taxes							
3110 General Property Taxes (Current Year)	294,437	288,302	297,028	283,557	287,187	287,187	287,187
3120 General Property Taxes (Delinquent)	22,762	47,631	14,731	21,562	0	0	0
3170 Fee-in-Lieu/Fee Based Personal Property	2,037	2,065	2,421	2,316	0	0	0
3190 Penalty/Interest on Deliquent Taxes	638	1,852	562	696	0	0	0
3200 Personal Property	12,884	10,955	10,990	1,252	0	0	0
Total Taxes	**332,758**	**350,805**	**325,732**	**309,383**	**287,187**	**287,187**	**287,187**
Interest							
3610 Interest Revenue	4,152	7,062	6,663	2,817	0	0	0
Total Interest	**4,152**	**7,062**	**6,663**	**2,817**	**0**	**0**	**0**
Transfers from other funds							
3890 Fund Balance Appropriated	0	0	0	0	1,000	1,000	86,000
Total Transfers from other funds	**0**	**0**	**0**	**0**	**1,000**	**1,000**	**86,000**
Total Revenue:	**336,910**	**357,867**	**332,395**	**312,200**	**288,187**	**288,187**	**373,187**
Expenditures:							
Debt service							
4100.810 Debt Service - Principal	210,000	220,000	235,000	245,000	245,000	245,000	245,000
4100.820 Debt Service - Interest	74,417	64,307	53,631	42,187	42,187	42,187	42,187
4100.830 Trustee Fees	1,250	1,250	1,000	1,000	1,000	1,000	1,000
Total Debt service	**285,667**	**285,557**	**289,631**	**288,187**	**288,187**	**288,187**	**288,187**
Transfers							
4851 Transfer to Water Fund	0	185,410	181,393	0	0	0	85,000
Total Transfers	**0**	**185,410**	**181,393**	**0**	**0**	**0**	**85,000**
Total Expenditures:	**285,667**	**470,967**	**471,024**	**288,187**	**288,187**	**288,187**	**373,187**
Total Change In Net Position	**51,243**	**-113,100**	**-138,629**	**24,013**	**0**	**0**	**0**

Brian Head Town
Budgeting Worksheet
***46 46 Capital Projects** - 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Intergovernmental revenue							
3312 Public Safety Federal Grant	0	123,300	76,700	0	0	0	0
3314 Public Safety State Grant	0	0	150,000	0	45,000	45,000	45,000
3341 General Gov't State Grant	0	0	191,522	80,626	119,400	221,400	221,400
Total Intergovernmental revenue	**0**	**123,300**	**418,222**	**80,626**	**164,400**	**266,400**	**266,400**
Interest							
3610 Interest revenue	4,193	8,279	6,818	3,898	0	0	4,000
Total Interest	**4,193**	**8,279**	**6,818**	**3,898**	**0**	**0**	**4,000**
Miscellaneous revenue							
3640 Sales of Fixed Assets/Materials	75,000	28,500	0	0	0	0	0
Total Miscellaneous revenue	**75,000**	**28,500**	**0**	**0**	**0**	**0**	**0**
Transfers from other funds							
3810 Transfers from General Fund	280,000	302,300	300,000	266,400	236,400	266,400	266,400
3817 Transfer from Wildlands Fire Fund	21,401	25,000	0	25,000	25,000	25,000	25,000
3825 Transfer from RDA Fund	0	50,000	277,000	0	0	0	0
3847 Transfer from Asset Replacement Fund	0	0	25,000	0	0	0	0
3890 Fund Balance Appropriated	0	0	0	0	130,200	127,600	207,099
Total Transfers from other funds	**301,401**	**377,300**	**602,000**	**291,400**	**391,600**	**419,000**	**498,499**
Total Revenue:	**380,594**	**537,379**	**1,027,040**	**375,924**	**556,000**	**685,400**	**768,899**
Expenditures:							
General government							
Administrative							
4100.720 Capital Project - Town Hall	0	25,000	0	0	0	0	0
4100.730 Capital Project - Asset Management	6,185	20,431	0	0	0	0	0
4100.740 Capital Project - Wayfinding Signs	0	0	106,424	3,878	0	0	4,000
Total Administrative	**6,185**	**45,431**	**106,424**	**3,878**	**0**	**0**	**4,000**
Total General government	**6,185**	**45,431**	**106,424**	**3,878**	**0**	**0**	**4,000**
Public safety							
Police							
4210.700 Capital project - Police Public Safety Vehicles	102,283	79,668	0	0	0	0	0
4210.730 Capital Project - Police Equipment	0	0	2,618	19,586	22,200	19,600	19,600
Total Police	**102,283**	**79,668**	**2,618**	**19,586**	**22,200**	**19,600**	**19,600**
Fire							
4220.700 Capital project - Fire	0	123,300	269,674	0	0	0	0
4220.730 Capital Project - Fire Equipment	0	0	0	0	90,000	90,000	90,000
Total Fire	**0**	**123,300**	**269,674**	**0**	**90,000**	**90,000**	**90,000**
Total Public safety	**102,283**	**202,968**	**272,292**	**19,586**	**112,200**	**109,600**	**109,600**
Highways and public improvements							
Highways							
4410.250 Street Non-Capital	0	0	-349	0	0	0	0
4410.700 Capital project Streets	37,035	242,865	311,778	293,336	200,000	200,000	278,099
4410.720 Capital Project - Pedestrian Improvements	0	33,735	223,601	12,669	16,000	16,000	16,000
4410.740 Capital Project - Public Works Vehicle	46,262	0	0	0	0	0	0
Total Highways	**83,297**	**276,600**	**535,030**	**306,005**	**216,000**	**216,000**	**294,099**
Total Highways and public improvements	**83,297**	**276,600**	**535,030**	**306,005**	**216,000**	**216,000**	**294,099**

Parks, recreation, and public property							
Recreation							
4560.700 Capital project - Recreation	0	0	0	19,808	72,800	72,800	72,800
4560.710 Capital project - Mountain Bike Trails	0	0	0	32,838	0	132,000	132,000
4560.751 Project construction - Chair 1 Parking	0	32,523	142,702	1,367	5,000	5,000	1,400
4560.752 Project construction - Chair 1 Restrooms	0	0	3,617	154,366	150,000	150,000	155,000
Total Recreation	**0**	**32,523**	**146,319**	**208,379**	**227,800**	**359,800**	**361,200**
Total Parks, recreation, and public property	**0**	**32,523**	**146,319**	**208,379**	**227,800**	**359,800**	**361,200**
Transfers							
4847 Transfer to Asset Replacement Fund	0	0	99,971	0	0	0	0
Total Transfers	**0**	**0**	**99,971**	**0**	**0**	**0**	**0**
Total Expenditures:	**191,765**	**557,522**	**1,160,036**	**537,848**	**556,000**	**685,400**	**768,899**
Total Change In Net Position	**188,829**	**-20,143**	**-132,996**	**-161,924**	**0**	**0**	**0**

Brian Head Town
Budgeting Worksheet
47 47 Asset Replacement Fund - 07/01/2019 to 06/17/2020

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Intergovernmental revenue							
3312 Public Safety Fed Grant	0	0	0	24,834	0	0	30,857
Total Intergovernmental revenue	**0**	**0**	**0**	**24,834**	**0**	**0**	**30857**
Miscellaneous revenue							
3640 Sale of Assets	0	0	23,850	189,774	92,800	197,800	197,800
3670 Loan Proceeds	0	0	50,000	0	0	0	0
Total Miscellaneous revenue	**0**	**0**	**73,850**	**189,774**	**92,800**	**197,800**	**197,800**
Transfers from other funds							
3810 Transfer from General Fund	0	0	320,000	150,000	150,000	150,000	150,000
3846 Transfer from Capital Projects Fund	0	0	99,971	0	0	0	0
3851 Transfer from Water Fund	0	0	20,000	0	0	0	0
3852 Transfer from Sewer Fund	0	0	20,000	0	0	0	0
3890 Fund Balance Appropriated	0	0	0	0	15,700	14,700	70,700
Total Transfers from other funds	**0**	**0**	**459,971**	**150,000**	**165,700**	**164,700**	**220,700**
Total Revenue:	**0**	**0**	**533,821**	**364,608**	**258,500**	**362,500**	**449,357**
Expenditures:							
General government							
Administrative							
4100.310 Admin - Professional and Technical Services	0	0	0	0	0	0	0
4100.720 Admin - Town Hall (Fuel Tank Replacement)	0	0	72,236	4,587	0	0	5,000
4100.721 Admin - FF&E Replacement/Renewal	0	0	127	0	5,000	5,000	0
4100.741 Admin - Vehicle Replacement	0	0	0	12,725	20,000	20,000	20,000
4100.742 Admin - Computer/Electronic Replacement	0	0	1,651	4,337	5,250	5,250	5,250
Total Administrative	**0**	**0**	**74,014**	**21,649**	**30,250**	**30,250**	**30,250**
Total General government	**0**	**0**	**74,014**	**21,649**	**30,250**	**30,250**	**30,250**
Public safety							
Police							
4200.721 Public Safety - FF&E Replacement/Renewal	0	0	0	0	0	0	0
4200.740 Public Safety - Equipment Replacement	0	0	23,410	80,497	60,800	60,800	91,657
4200.741 Public Safety - Vehicle Replacement	0	0	40,421	79,201	80,000	80,000	80,000
4200.742 Public Safety - Computer/Electronics Replacement	0	0	3,531	2,383	6,500	6,500	6,500
Total Police	**0**	**0**	**67,362**	**162,081**	**147,300**	**147,300**	**178,157**
Total Public safety	**0**	**0**	**67,362**	**162,081**	**147,300**	**147,300**	**178,157**
Highways and public improvements							
Special improvements							
4400.721 Streets - FF&E Replacement/Renewal	0	0	990	0	0	0	0
4400.740 Streets - Equipment Replacement	0	0	179,505	117,926	44,500	148,500	148,500
4400.741 Streets - Vehicle Replacement	0	0	0	83,298	33,200	33,200	89,200
4400.742 Streets - Computer/Electronics Replacement	0	0	1,679	550	3,250	3,250	3,250
Total Special improvements	**0**	**0**	**182,174**	**200,474**	**80,950**	**184,950**	**240,950**
Total Highways and public improvements	**0**	**0**	**182,174**	**201,774**	**80,950**	**184,950**	**240,950**
Transfers							
4846 Transfers To Capital Projects Fund	0	0	25,000	0	0	0	0
4890 Budgeted Increase in Fund Balance	0	0	0	0	0	0	0
Total Transfers	**0**	**0**	**25,000**	**0**	**0**	**0**	**0**
Total Expenditures:	**0**	**0**	**348,550**	**385,505**	**258,500**	**362,500**	**449,357**
Total Change In Net Position	**0**	**0**	**185,271**	**-20,896**	**0**	**0**	**0**

Brian Head Town
Budgeting Worksheet
51 51 Water *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Operating income							
3712 Water - Bulk Water Sales	27,473	34,092	28,909	28,876	31,000	31,000	31,000
3717 Rental revenue	9,600	0	0	0	0	0	0
3718 Water Lease Revenue	1,231,949	1,255,732	1,264,919	1,154,794	1,242,000	1,242,000	1,242,000
3719 Penalties	-27,331	-30,052	-1,831	5,056	6,000	6,000	6,000
3720 Water Connection Fees	6,500	16,300	5,250	10,500	8,400	8,400	8,400
3725 Miscellaneous operating income	0	0	0	2,575	0	0	0
3749 Resort - Water Pumping Fee	40,712	65,703	77,232	50,970	46,000	46,000	46,000
Total Operating income	**1,288,903**	**1,341,775**	**1,374,479**	**1,252,771**	**1,333,400**	**1,333,400**	**1,333,400**
Operating expense							
4751.110 Salaries & Wages	199,022	212,779	218,236	215,872	228,165	228,165	228,165
4751.111 Overtime Wages - Utilities	5,950	4455	11657	6935	7000	7000	7000
4751.130 Employee Benefits	72,638	131,482	147,664	136,237	142,171	142,171	142,171
4751.210 Books/Subscriptions/Memberships	385	395	405	314	400	400	400
4751.230 Travel, Conferences & Training	4,392	3,577	5,080	6,053	6,500	6,500	6,500
4751.240 Office Supplies/Reimbursement Expenses	558	740	1274	739	1300	1300	1300
4751.245 Bank Charges - Utilities	2,781	2,910	2,164	1,543	1,800	1,800	1,800
4751.250 Equipment Supplies & Maintenance	8,633	9,673	6,078	23,009	25,200	25,200	25,200
4751.255 Fuel	0	0	1,380	0	0	0	0
4751.256 Shop Charges	28,691	27165	29780	50350	50350	50350	50350
4751.261 Equipment Lease (Water)	0	0	0	256	0	0	0
4751.265 System Repairs	22,349	74,661	31,998	125,770	128,000	128,000	128,000
4751.268 Leases - Water	76,066	58,738	60,866	2,462	37,825	37,825	37,825
4751.270 Bldgs/Grounds - Supplies & Maintenance	3,021	7,803	11,413	12,893	5,000	5,000	25,000
4751.280 Utilities	114,610	126,544	120,302	118,951	120,000	120,000	120,000
4751.290 Telephone	0	0	1,115	1,891	0	0	0
4751.310 Professional & Technical Services	8,630	16,795	8,366	12,336	25,325	25,325	25,325
4751.311 Legal Services	345	0	0	0	1,000	1,000	1,000
4751.550 Administrative Charges	62,572	56,811	32,356	39,707	39,707	39,707	39,707
4751.610 Miscellaneous Expense	0	0	-117	0	0	0	0
4751.620 Bad debt expense	0	-32,284	-3,288	0	0	0	0
4751.690 Depreciation	192,837	192,353	313,278	324,121	353,592	353,592	353,592
Total Operating expense	**803,480**	**894,597**	**1,000,007**	**1,079,439**	**1,173,335**	**1,173,335**	**1,193,335**
Total Income From Operations:	**485,423**	**447,178**	**374,472**	**173,332**	**160,065**	**160,065**	**140,065**
Non-Operating Items:							
Non-operating income							
3730 Grants	0	0	0	879,648	0	0	0
3793 USDA Water Bond Interest	2,184	3,994	6,988	5,386	0	0	0
3794 Interest Earnings	1,817	4,465	14,513	9,607	1,600	1,600	1,600
3795 Water Impact Fees	2,939	59,324	-5,251	57,760	0	0	0
3830 Transfer from Debt Service	0	185,410	181,393	0	0	0	85,000
3871 Transfer from water impact fund	29,575	0	0	0	0	0	0
Total Non-operating income	**36,515**	**253,193**	**197,643**	**952,401**	**1,600**	**1,600**	**86,600**
Non-operating expense							
4751.820 Debt Payment - Interest	210,234	209,547	197,645	193,617	193,617	193,617	193,617
4751.830 Administrative Fees	0	1,000	500	0	500	500	500
4847 Transfer to Asset Replacement Fund	0	0	20,000	0	0	0	0
4895 Transfer to Snowmaking	16,178	16,918	16,918	147,384	17,490	147,634	147,634
Total Non-operating expense	**226,412**	**227,465**	**235,063**	**341,001**	**211,607**	**341,751**	**341,751**
Total Non-Operating Items:	**-189,897**	**25,728**	**-37,420**	**611,400**	**-210,007**	**-340,151**	**-255,151**
Total Income or Expense	**295,526**	**472,906**	**337,052**	**784,732**	**-49,942**	**-180,086**	**-115,086**

Brian Head Town
Budgeting Worksheet
***52 52 Sewer** - 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Operating income							
3731 Sewer Fees	504,936	579,057	608,321	570,008	665,000	665,000	665,000
3733 Sewer Connection Fees	700	2,100	700	3,850	3,100	3,100	3,100
Total Operating income	**505,636**	**581,157**	**609,021**	**573,858**	**668,100**	**668,100**	**668,100**
Operating expense							
4752.110 Salaries & Wages	99,313	110,033	112,343	111,435	118,393	118,393	118,393
4752.111 Overtime Wages - Utilities	3,028	2,281	5,908	3,478	4,000	4,000	4,000
4752.130 Employee Benefits	35,740	68,221	76,285	70,307	73,511	73,511	73,511
4752.230 Travel, Conferences & Training	1,243	61	1,894	1,221	1,200	1,200	1,200
4752.240 Office Supplies/ Reimbursement Expenses	263	356	567	365	850	850	850
4752.245 Bank Charges - Utilities	0	0	1,082	772	900	900	900
4752.250 Equipment - Supplies & Maintenance	11	67	600	1,278	5,000	5,000	5,000
4752.254 Vehicle Repair & Maintenance	0	1,623	3,996	0	1,500	1,500	1,500
4752.256 Shop Charges	26,484	25,075	27,489	37,762	37,762	37,762	37,762
4752.265 System Repairs	0	0	3,862	4,331	11,000	11,000	11,000
4752.268 Wastewater Treatment Fee (to Parowan City)	59,308	57,496	66,084	69,328	75,000	75,000	75,000
4752.269 Sewer Bond Payment (to Parowan City)	99,122	99122	99,122	99,122	100,000	100,000	100,000
4752.280 Utilities	957	899	1007	789	1000	1000	1000
4752.290 Telephone	0	0	286	0	0	0	0
4752.310 Professional & Technical Services	20142	23384	19919	29,006	31,075	31,075	31,075
4752.550 Administrative Charges	42,814	38,442	21,508	26,579	26,579	26,579	26,579
4752.620 Bad debt expense	0	5,559	-1,230	0	0	0	0
4752.690 Depreciation	50,765	50,765	54,778	51,439	56,112	56,112	56,112
Total Operating expense	**439,190**	**483,384**	**495,500**	**507,212**	**543,882**	**543,882**	**543,882**
Total Income From Operations:	**66,446**	**97,773**	**113,521**	**66,646**	**124,218**	**124,218**	**124,218**
Non-Operating Items:							
Non-operating income							
3794 Interest Earnings	7,394	12,402	15,307	14,826	1,100	1,100	1,100
3795 Sewer Impact Fees	0	11,213	2,194	10,969	0	0	0
3872 Transfer from Sewer Impact Fee Fund	12,734	0	0	0	0	0	0
Total Non-operating income	**20,128**	**23,615**	**17,501**	**25,795**	**1,100**	**1,100**	**1,100**
Non-operating expense							
4847 Transfer to Asset Replacement Fund	0	0	20,000	0	0	0	0
Total Non-operating expense	**0**	**0**	**20,000**	**0**	**0**	**0**	**0**
Total Non-Operating Items:	**20,128**	**23,615**	**-2,499**	**25,795**	**1,100**	**1,100**	**1,100**
Total Income or Expense	**86,574**	**121,388**	**111,022**	**92,441**	**125,318**	**125,318**	**125,318**

Brian Head Town
Budgeting Worksheet
53 53 Solid Waste *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Income From Operations:							
Operating income							
3443 Sanitation Fees	136,001	141,759	190,652	229,204	257,100	257,100	257,100
3445 Recycling Fees (Brian Head)	-169	0	0	0	0	0	0
3446 Recycling Fees (from other entities)	2,060	0	0	0	0	0	0
Total Operating income	**137,892**	**141,759**	**190,652**	**229,204**	**257,100**	**257,100**	**257,100**
Operating expense							
4753.110 Salaries & Wages	60,843	63,389	65,208	64,837	70,236	70,236	70,236
4753.111 Overtime Wages (Sanitation)	2,042	1,583	3,383	2,561	4,500	4,500	4,500
4753.130 Employee Benefits	25,377	47,380	51,394	43,019	45,748	45,748	45,748
4753.240 Office Supplies/Reimbursement Expenses	153	304	353	365	500	500	500
4753.245 Bank Charges - Utilities	0	0	436	257	300	300	300
4753.250 Equipment - Supplies & Maint	9,885	1,289	12,748	2,806	25,500	25,500	25,500
4753.254 Vehicle Repair & Maintenance	4,141	5,728	8,615	17,005	11,000	11,000	11,000
4753.256 Shop Charges	15,449	14,627	16,035	12,588	12,588	12,588	12,588
4753.480 Contract Services/Landfill Fees	22,537	23,670	27,173	25,592	29,250	29,250	29,250
4753.550 Administrative Charges	16,956	15,954	8,773	10,178	10,178	10,178	10,178
4753.620 Bad debt expense	0	-614	652	0	0	0	0
4753.690 Depreciation	45,348	45,348	45,348	20,784	45,000	45,000	45,000
Total Operating expense	**202,731**	**218,658**	**240,118**	**199,992**	**254,800**	**254,800**	**254,800**
Total Income From Operations:	**-64,839**	**-76,899**	**-49,466**	**29,212**	**2,300**	**2,300**	**2300**
Non-Operating Items:							
Non-operating income							
3794 Interest income	3,327	4,385	7,857	5,793	300	300	300
Total Non-operating income	**3,327**	**4,385**	**7,857**	**5,793**	**300**	**300**	**300**
Total Non-Operating Items:	**3,327**	**4,385**	**7,857**	**5,793**	**300**	**300**	**300**
Total Income or Expense	**-61,512**	**-72,514**	**-41,609**	**35,005**	**2,600**	**2,600**	**2,600**

Brian Head Town
Budgeting Worksheet
55 55 Snowmaking Lease *- 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Operating income							
3731 Snowmaking Lease Revenue	288,072	293,711	0	0	0	0	0
Total Operating income	**288,072**	**293,711**	**0**	**0**	**0**	**0**	**0**
Operating expense							
4755.690 Depreciation	101,609	101,609	101,609	93,142	101,609	101,609	101,609
Total Operating expense	**101,609**	**101,609**	**101,609**	**93,142**	**101,609**	**101,609**	**101,609**
Total Income From Operations:	**186,463**	**192,102**	**-101,609**	**-93,142**	**-101,609**	**-101,609**	**-101,609**
Non-Operating Items:							
Non-operating income							
3794 Interest Earnings	3,448	5,324	5,195	538	0	0	0
3851 Transfers from Water Fund	16,178	16,918	16,918	147,384	17,490	147,634	147,634
Total Non-operating income	**19,626**	**22,242**	**22,113**	**147,922**	**17,490**	**147,634**	**147,634**
Non-operating expense							
4755.820 Debt Payments - Interest	48,157	27,867	26,262	7,523	7,523	7,523	7,523
4755.830 Administrative fees	500	0	2,000	100	500	500	500
Total Non-operating expense	**48,657**	**27,867**	**28,262**	**7,623**	**8,023**	**8,023**	**8,023**
Total Non-Operating Items:	**-29,031**	**-5,625**	**-6,149**	**140,299**	**9,467**	**139,611**	**139,611**
Total Income or Expense	**157,432**	**186,477**	**-107,758**	**47,157**	**-92,142**	**38,002**	**38,002**

BRIAN HEAD REDEVELOPMENT AGENCY
BRIAN HEAD, UTAH

BUDGET RESOLUTION

RESOLUTION NO. RDA-___

A RESOLUTION AMENDING THE FISCAL YEAR 2020 BUDGET ENDING JUNE 30, 2020, OF THE BRIAN HEAD REDEVELOPMENT AGENCY, BRIAN HEAD, UTAH.

WHEREAS, in accordance with the Uniform Fiscal Procedures Act for Utah, Brian Head Redevelopment Agency, has amended its budget for the fiscal year ending June 30, 2020; and

WHEREAS, in accordance with Utah State law, a public hearing was held on June 9, 2020 on the amended budget and comments received relating thereto;

NOW THEREFORE, BE IT RESOLVED BY THE BRIAN HEAD REDEVELOPMENT AGENCY BOARD, BRIAN HEAD, UTAH:

ADOPTION:. The Fiscal Year 2020 RDA budget hereby be amended, including all funds and accounts as shown in the budget format attached and dated June 30, 2020 as Attachment “A”.

PASSED AND ADOPTED BY THE BRIAN HEAD REDEVELOPMENT AGENCY BOARD MEMBERS OF BRIAN HEAD, STATE OF UTAH on this ____day of June 2020.

VOTING:

Chairperson Clayton Calloway	Aye____	Nay____
Board Member Lynn Mulder	Aye____	Nay____
Board Member Larry Freeberg	Aye____	Nay____
Board Member Kelly Marshall	Aye____	Nay____
Board Member Shaun Kelly	Aye____	Nay____

BRIAN HEAD REDEVELOPMENT AGENCY

By: ________________________________
Clayton Calloway, Chair

ATTEST:

____________________________ (seal)
Nancy Leigh, RDA Secretary

Brian Head Town
Budgeting Worksheet
***25 25 Redevelopment Agency** - 07/01/2019 to 06/17/2020*

	2017 Actual	2018 Actual	2019 Actual	2020 Actual	Original Budget	Current Budget	Proposed Final Budget
Revenue:							
Taxes							
3110 Tax Increment Monies - Current	11,355	34,899	54,046	95,561	60,000	60,000	60,000
Total Taxes	**11,355**	**34,899**	**54,046**	**95,561**	**60,000**	**60,000**	**60,000**
Intergovernmental revenue							
3310 Loans/Grants from Local Units	0	0	92,000	0	0	0	0
Total Intergovernmental revenue	**0**	**0**	**92,000**	**0**	**0**	**0**	**0**
Miscellaneous revenue							
3610 Interest Earnings	3,888	5,460	3,884	2,844	0	0	0
Total Miscellaneous revenue	**3,888**	**5,460**	**3,884**	**2,844**	**0**	**0**	**0**
Contributions							
3890 Fund Balance Appropriated	0	0	0	0	0	0	13,600
Total Contributions	**0**	**0**	**0**	**0**	**0**	**0**	**13,600**
Total Revenue:	**15,243**	**40,359**	**149,930**	**98,405**	**60,000**	**60,000**	**73,600**
Expenditures:							
General government							
Administrative							
4140.240 Supplies & Other Materials	0	0	0	355	0	0	0
4140.311 Professional Services	1,552	0	15,000	0	0	0	0
4140.610 Redevelopment Activities	42,746	13,083	17,481	47,406	42,650	42,650	56,250
4140.740 Capital Outlay	0	12,911	0	0	0	0	0
Total Administrative	**44,298**	**25,994**	**32,481**	**47,761**	**42,650**	**42,650**	**56,250**
Total General government	**44,298**	**25,994**	**32,481**	**47,761**	**42,650**	**42,650**	**56250**
Transfers							
4810 Transfer to General Fund	8,667	8,667	8,667	8,667	8,667	8,667	8,667
4846 Transfer to Capital Projects	0	50,000	277,000	0	0	0	0
4890 Budgeted Increase in Fund Balance	0	0	0	0	8,683	8,683	8,683
Total Transfers	**8,667**	**58,667**	**285,667**	**8,667**	**17,350**	**17,350**	**17,350**
Total Expenditures:	**52,965**	**84,661**	**318,148**	**56,428**	**60,000**	**60,000**	**73,600**
Total Change In Net Position	**-37,722**	**-44,302**	**-168,218**	**41,977**	**0**	**0**	**0**

STAFF REPORT TO THE TOWN COUNCIL

SUBJECT: Initial Discussion on Nightly Rental Code Amendments
AUTHOR: Nancy Leigh, Town Clerk
DEPARTMENT: Administration
DATE: June 23, 2020
TYPE OF ITEM: Discussion

SUMMARY:

The Council will begin discussions on amendments to the Nightly Rental Code. One proposed change is to hold the nightly rental licensee responsible for regulating the occupancy limit, noise, parking, and nuisance of their guests who rent their cabin/condo.

BACKGROUND:

At the request of the Council, a meeting of the Short-Term Rental Committee was scheduled to give an overview of the new nightly rental code over the 2019-2020 winter season. On June 1, 2020, the Short-Term Rental Committee met and from that meeting, the committee forwarded a recommendation for an amendment to the Nightly Rental Code requiring the license holder be held responsible for regulating the occupancy limits, noise, parking, nuisance, illegal conduct, or any other use that violates the law regarding use or occupancy of their cabin/unit. The Short-Term Rental committee members include residents, rental management company owners, nightly rental owners, Homeowner Association President, and a Council Member.

The reason given behind the committee's recommendation was due to issues where nightly rental guests violated the nightly rental code and/or nuisance code and/or state law. Some examples presented were exceeding the maximum occupancy limits, parking issues, and trespassing onto neighboring properties. The consensus of the committee commented that the license holder should have control over who they rent to and/or the ability to take action when their guests have violated the Town Code or state law.

ANALYSIS:

During the June 9, 2020, Council meeting, the Council received the Short-Term Rental Committee's recommendation and listened to a concerned resident who encouraged the Council to establish a maximum occupancy limit cap in single-family residential zones. The Council will now begin the initial discussion on possible amendments to the Nightly Rental Code, one possible amendment is to hold the licensee responsible for their guests' conduct when they violate the code or state law.

Some previous discussions that have taken place centered on nightly rental businesses that have repeatedly allowed their guests to violate the Town Code and/or state law without taking action against their guests to resolve the issue. In diving into the details of the complaints received, it was discovered that the Marshals were not called at the time of the incident, therefore making it difficult for the officer to determine if it was a valid violation nor was it documented by the Marshals. If a violation occurs, it was noted that the Marshals need to be contacted at the time of the violation, if possible. Without proper documentation and proof of a valid complaint, the Town is unable to take action against a business. As it stands now, the nightly rental code allows three strikes against a nightly rental business before their license is suspended and/or revoked.

Staff pulled some of the proposed language from the Park City Short-Term Rental Code (see attached). Staff felt that since Park City is a resort community and has many short-term rentals businesses operating, it would be more in line with Brian Head which also has many short-term rental businesses who have a majority of owners who do not live in Brian Head. In reviewing other cities' short-term rental codes, staff did not feel that their codes fit Brian Head's resort community atmosphere. One example is some cities require the homeowner to live within the nightly rental while it is being rented out, this would give the licensee the ability to oversee the actions/conduct of their guests, but in practice, it is not a fit for Brian Head, where the majority of cabins/condos are secondary homes. The language identified from Park City states that the license holder is responsible for regulating the occupancy load, noise control, and nuisances of their guests who rent their cabin/condo. This language would give the Town the ability to put the responsibility back onto the licensee.

Staff has sent this language onto the Town Attorney for his review and recommendation. At the time of this report, staff has not yet heard back. If we do receive the Attorney's recommendation before Tuesday's meeting, staff will present the Attorney's recommendation to the Council during the Council meeting.

Since this is new language that is being presented to the Council for the first time, staff recommends the Council review the language to determine if it is sufficient or if other language is needed. If it is something that the Council is interested in, then if staff has not yet received the Attorney's recommendation, Council has the option to wait until his recommendation is received or present it to the nightly rental businesses and residents for their input by holding a public hearing.

This is the first of several discussions that will take place over the coming months and staff recommends the Council receives input from both the residents and nightly rental business owners before a decision is made to the Nightly Rental Code.

FINANCIAL IMPLICATIONS:
None at this time.

BOARD/COMMISSION RECOMMENDATION:
N/A

STAFF RECOMMENDATION:
Staff recommends the Council review the proposed language and direct staff to schedule a public hearing to receive input from the public on this amendment.

PROPOSED MOTION:
None at this time, discussion item only.

ATTACHMENTS:
A – Town's Nightly Rental Code with proposed language identified in red font.

3-2A-21-3: NIGHTLY RENTAL FACILITIES:

No person shall operate or engage in any nightly rental activity within the town without first obtaining and maintaining a valid business license as required by this chapter. (amd. Ord. 19-009, 7-8-2019)

A. License Issuance: The business license for nightly lodging facilities will be issued by the town upon payment of necessary fees and upon a finding by the Licensing Officer or designee that the review criteria established below have been satisfied.

B. Licensee: The applicant and licensee for nightly lodging facilities under this section shall be the owner of the property which will be used as a nightly rental or the operator of the nightly rental (such as a rental management company) with the written consent of the property owner. (amd. Ord. 19-009, 7-8-2019)

C. Application Procedure: In addition to the information required by section 3-2A-4 of this article, all new and renewal license applications for nightly rental facilities must contain the name of the property owner and the property rental manager, if any, a sales tax collection number, the physical address of each nightly rental unit being operated by the licensee, the address and telephone number of the owner and/or property rental manager who is available by telephone, the number of on-site parking spaces at each nightly rental unit, and all other information requested on the application forms. It is the licensee's duty to promptly supplement all forms as information changes or as units change from one owner or manager to another. (amd. Ord. 19-009, 7-8-2019)

D. Minimum Standards For Licensing: The minimum standards required to obtain and maintain a nightly rental business license with the Town: (amd. Ord. 19-009, 7-8-2019)

1. All nightly rental must meet all applicable building, health, fire codes and town ordinances for the intended use. (Ord. 19-009, 7-8-2019)
2. Maximum occupancy as allowed by fire code shall be posted in plain view near the main entry of all single family residential nightly rentals. (Ord. 19-009, 7-8-2019)

3. Snow Removal For Access: Snow removal during winter months to a level that allows safe access to the nightly rental facility over the normal pedestrian access to the unit. (amd. Ord. 19-009, 7-8-2019)

4. Off Street Parking Maintenance: Snow removal service to and from of off-street parking facilities associated with the nightly rental facility must be maintained so that off street parking is at all times available for use of the occupants. (amd. Ord. 19-009, 7-8-2019)

5. Parking: Parking must be in compliance with the town parking ordinance including limitation on on-street parking and other state laws and regulations. Nightly rentals shall be limited to a maximum number of vehicles parked on-site based on the total available developed off-street parking spaces on premises. Single family residential nightly rental shall post the maximum on-site parking in plain view near the main entry along with a declaration prohibiting on-street parking between November 1st and April 30th as well as a map of available overflow public parking (amd. Ord. 19-009, 7-8-2019)

6. Structural Maintenance: Structural maintenance to sure building, health, safety and fire code compliance.

7. Yard Maintenance: Summer yard maintenance, including landscaping, to a level that is consistent with the level of landscaping and maintenance on adjoining and nearby properties.

8. Inspections: Each unit will be inspected for safety issues such as fire extinguisher, smoke detectors, maximum occupancy limits, appropriate egress, etc. Unit will be inspected at the time the license is granted and will be re-inspected at least biennially. Inspection and re-inspections will be at the cost of the licensee. (amd. Ord. 19-009, 7-8-2019).

9. Good Neighbor Policy: Licensees are required to distribute a copy of a town-approved Good Neighbor Policy to all guests/renters at the licensee's expense and to keep a copy of the Good Neighbor Policy in a conspicuous place within the unit. (Ord. 19-009, 7-8-2019)

10. Response to Complaints: Failure of the licensee to respond in a timely manner to Town complaints or concerns may result in a violation and possible fines to the owner and/or rental management company or revocation of the business license. (Ord. 19-009, 7-8-2019).

11. Insurance: Property and casualty insurance must be maintained on the nightly rental facility at all times. Licensee must provide proof of such insurance at the time of application and upon request by the Town. (Ord. 19-009, 7-8-2019)

12. Commercial Uses Prohibited: Nightly rental facilities may not be used for commercial uses not otherwise permitted in the zone. Nightly rental facilities may not be converted to corporate sponsor or business houses which are used primarily to distribute retail products or personal services to invitees for marketing or similar purposes, regardless of whether such products or services are charged for. (amd. Ord. 19-009,7-8-2019)

13. Collection of Applicable Taxes and Fees: Failure of the licensee to collect and deposit sales tax or the Brian Head Enhanced Service Business License Fee is a violation of the license and grounds for revocation. (Ord. 19-009, 7-8-2019)

14. Noise And Safety Control: The licensee and the owner of nightly rental facilities under this section shall use their best efforts to reduce/limit noise created by the occupants of the unit. (amd. Ord. 19-009, 7-8-2019)

E. Noise and Occupancy Control: The licensee of rentals under this section are responsible for regulating the occupancy of the unit and noise and nuisance created by the occupants of the unit. Violation of the Town Nuisance Ordinance (§4-3), violation of maximum occupancies, failure to use designated off-street parking, illegal or criminal conduct, or any other abuse which violates any law regarding use or occupancy of the premises, is grounds for revocation under §3-2B-1 of this Title.

~~E~~F. Review Criteria: In determining whether or not a business license for a nightly rental facility shall be issued, the application shall be reviewed to see if, in addition to the minimum standards for nightly rentals set forth in 3-2A-21-3(D) and the standards and conditions applicable to issuance of all business licenses, the following conditions and standards are met: (amd. Ord. 19-009, 7-8-2019)

1. The unit is located within a zone designated as allowing rentals or nightly rental facilities for the period for which the license is applied. (amd. Ord. 19-009, 2019)

2. The building department and public safety department has reviewed the business license application for compliance with all building, health and fire codes. Inspection of the unit shall be required under section 3-2A-7 of this article. The applicant shall bear the cost of any such inspection and any re-inspection which may be required. The cost shall be determined by the prevailing hourly rate of the building department and/or public safety department. (amd. Ord. 19-009, 7-8-2019)

3. The application must bear a sales tax collection and accounting number for the nightly rental facility. This number may be the sales tax accounting number used by the property management company or owner responsible for that unit, or may be specific to the unit, but no license will be effective until the sales tax number is provided. (Ord. 08-017, 8-26-2008) (amd. Ord. 19-009, 7-8-2019)

3-2B-1: GROUNDS FOR REVOCATION OR SUSPENSION:

Licenses issued under this title may be suspended or revoked by the Licensing Officer, Hearing Officer or Town Council for the following reasons:

A. Licensee has filed false or fraudulent information on the license application;

B. Licensee has been convicted of or pled guilty to, or paid fines or settlements in criminal or civil actions brought by the state tax commission for the collection of, or arising from the nonpayment of, taxes imposed by or collected by the state;

C. Licensee has permitted its employees, agents or patrons to engage in illegal activities on the licensed premises;

D. The business has been the subject of a sufficient number of consumer complaints that it has the effect of tarnishing the reputation of other businesses within the town; and

E. Any of the grounds for denial of a license application as set forth in section 3-2A-8 of this title. (Ord. 08-017, 8-26-2008)

F. Failure to meet the standards identified in 3-2A-21, Classification Standards of Specific Businesses. (Ord. 19-009, 7-8-2019)

G. For nightly rental business licenses, failure to meet any of the standards identified in 3-2A-21-3 on three or more occasions at a ~~singly~~ single nightly rental unit may result in revocation or suspension of the ability of the licensee to operate at that unit. A single egregious instance of the minimum standards identified in 3-2A-21-3 (such as violations of fire codes or building safety issues) will result in suspension of the ability of the licensee to operate at that unit. (Ord. 19-0009, 7-8-2019)

STAFF REPORT TO THE TOWN COUNCIL

SUBJECT: Recreation Restoration Infrastructure Grant
AUTHOR: Bret Howser
DEPARTMENT: Administration
DATE: June 23, 2020
TYPE OF ITEM: Administrative Direction

SUMMARY:

Council will give direction regarding the Town's potential acceptance of a $37,500 50/50 matching grant from the Utah Office of Outdoor Recreation for the restoration of the Alpine Creek Loop

BACKGROUND:

The Alpine Creek Loop Trail is actually three loops: a short and medium loop (1 mile and 2 miles respectively) formerly known as Mosquito Lane which begin on Burts Road just north of Town Hall and proceed northeast of Town onto unincorporated property owned by John Grissinger, and a long loop (10 miles) formerly known as Scout Camp Loop which begins at the same spot but continues along the gas line easement north of Burts Road toward the Scout Camp, then up to Hendrickson Lake, then begins looping back toward Town through the Dark Hollow area and eventually letting out in the Steam Engine subdivision.

The Scout Camp Loop was once a popular cross-country mountain biking trail but had largely fallen into disrepair in the early 2010s. In 2014, following the adoption of the Trails Master Plan, the Town renamed the trail Alpine Creek Loop and began work on restoring the trail, beginning with the smaller loops. A new single-track extension from the trailhead on Burts Road around the back of Crooked River and connecting in near Timberbrook was added, bridges were repaired/replaced, and the short and medium loops were cleared of debris. Just as the trail was becoming the Town's flagship hiking trail, the 2017 Brianhead fire hit and absolutely decimated the Alpine Creek area.

The Town abandoned the trail for a few years with the idea of letting it settle before revisiting. In the meantime, we've been turning our efforts toward building a new Manzanita Trail and establishing that as the flagship hiking trail accessible from within Town. However, now that the area has had time to settle after the fire, staff proposes to begin rebuilding the trail and adding it back into our portfolio of non-motorized trails.

ANALYSIS:

In March of 2020, staff applied for a Recreation Restoration Infrastructure grant from the Utah Office of Outdoor Recreation for the restoration of the Alpine Creek Loop Trail (formerly known as the Scout Camp Loop). The project was scoped at $75,000, and the grant was proposed as a 50/50 split between State and Town funds. On May 14, staff was informed the Town had been awarded the grant in full ($37,500 of State funds). The letter of award included the following statement:

> *During this unusual time of the COVID-19 crisis, we realize that some projects may lose funding due to organizational fiscal constraints. Such an unforeseen financial issue may affect the ability*

of infrastructure projects to go forward. If this is the case for your project, please let us know as soon as you can.

Staff did not include the Town's match for this grant in the FY 2021 budget. In the past, the Town has applied for and received funding from the Outdoor Recreation Grant program. However, this year the program was split into two pools of funding, including the new Recreation Restoration Infrastructure (RRI) program which has a more limited scope. Typically, staff looks for projects that are already included as action steps in our strategic plan to apply for grants. In the case of RRI, there weren't any existing action steps that matched the scope of the grant. Staff decided to apply for the Alpine Creek Loop and then approach Council if/when the funds were awarded.

Staff recently met with the Forest Service and with John Grissinger to go over the potential project. Mr. Grissinger has requested a couple of items be included in the scope of the project to prevent OHVs from accessing the trail or his property and to protect the old pioneer cabins located in the vicinity of the trail. Staff believes there are some relatively simple things that can be done to mitigate those issues. Due to high winds on the day we met, we were not able to go further out on the trail to further assess the damage.

Staff is actually proposing that the Alpine Creek Loop be started this summer with funds remaining from a previous Outdoor Recreation Grant since the equipment and crews will already be located in the area working on the Dark Hollow Trail. The money awarded in this round of grants may then be slid over to finish Bunker Creek Left Fork next summer. This is just administrative shuffling that can be done by Town staff and Outdoor Rec staff, and shouldn't impact the Council's policy decision.

FINANCIAL IMPLICATIONS:

The Town would need to produce $37,500 (likely from General Fund reserves) to cover the Town's match. This is a tricky proposition considering the economic uncertainty that still lingers due to COVID-19.

BOARD/COMMISSION RECOMMENDATION:

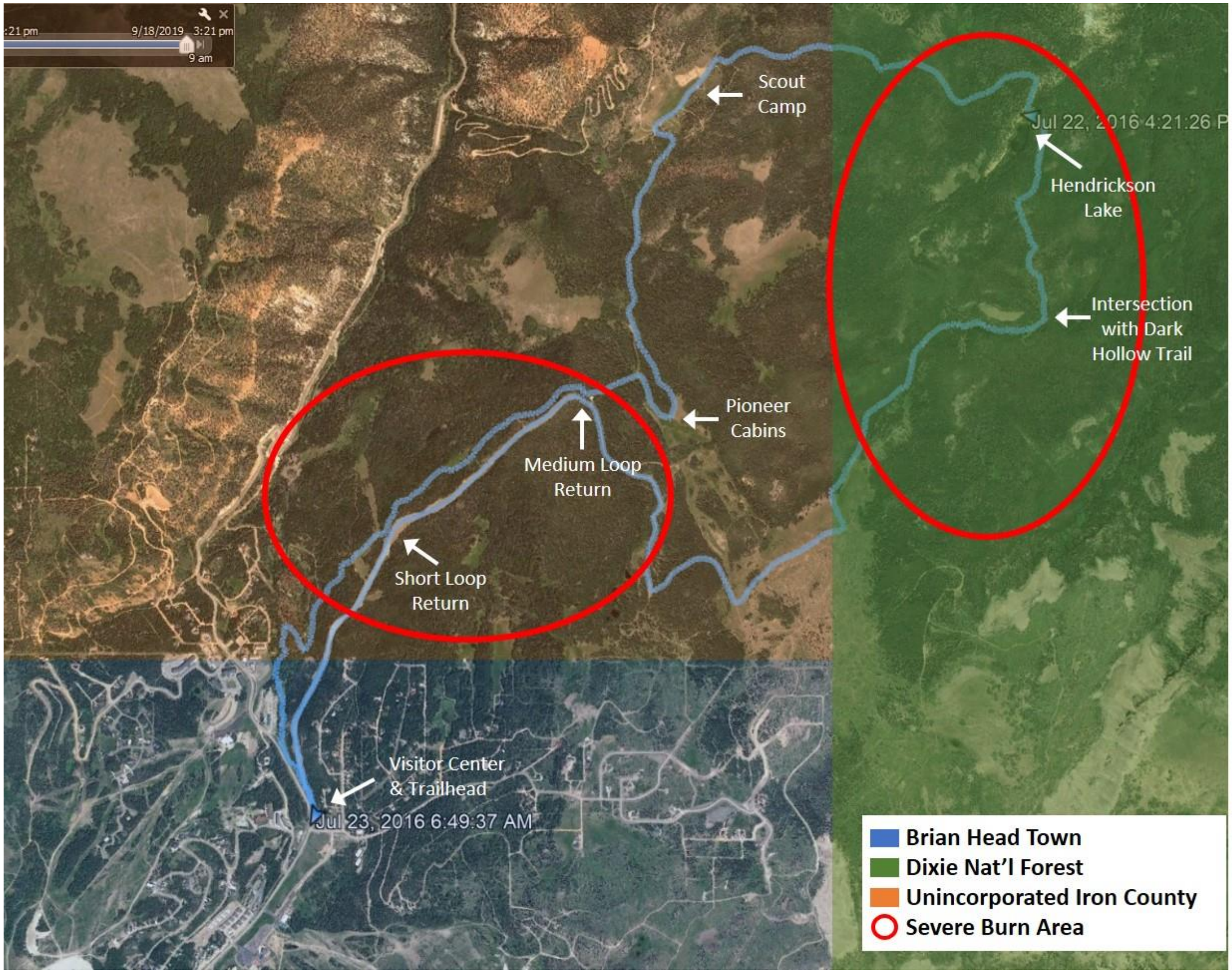
N/A

STAFF RECOMMENDATION:

Staff recommends that the Town accept the grant and pencil in $37,500 from General Fund reserves to cover our match while we continue to look for another grant (or perhaps some partner funding from the Forest Service) that could displace our match.

PROPOSED MOTION:

I move that we direct staff to accept the 2020 RRI Grant and continue searching for grants or partner funding to cover the Town's match.



BRIAN HEAD TOWN

Alpine Creek Loop
Site Plan & Location Map

Restoration Needs:

- Removing snags/hazardous trees
- Clearing trees/debris from trail
- Improved drainage
- Reworked tread
- Replace/Relocate bridges