The Regular Meeting of the
Brian Head Town Council
www.Zoom.us (Click Here)
Via Zoom Meeting ID# 832 1838 0016

TUESDAY, SEPTEMBER 14, 2021 @ 1:00 PM

AGENDA

A. CALL TO ORDER

B. PLEDGE ALLEGIANCE

C. SWEARING IN OF OFFICER MATHEWS. Officer Caylor Mathews will take his Oath of Office.

D. DISCLOSURES

E. APPROVAL OF THE MINUTES:

1. August 10, 2021 Town Council Meeting
2. August 24, 2021 Town Council Meeting

F. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS. Public input is limited to three (3) minutes on non-agenda items.

G. AGENDA ITEMS:

1. PUBLIC HEARING FOR FY2022 BUDGET AMENDMENT. The Council will hold a public hearing to receive comment on a proposed amendment to the FY2022 Town. Comments are limited to three (3) minutes and written comments may be submitted to the Town Clerk no later than 4:30 pm September 13, 2021

2. ORDINANCE AMENDING THE FY2022 TOWN BUDGET. Shane Williamson, Town Treasurer. The Council will consider an ordinance amending the FY2022 Town Budget.

3. SKI VIEW DRIVE SNOW REMOVAL DISCUSSION / DIRECTION. Aldo Biasi, Public Works Director. The Council will give direction on the snow removal policy as it pertains to the County area on Ski View Drive

4. PUBLIC ART DECISION. Bret Howser, Town Manager. The Council will decide on an option for the public art piece.

5. SPECIAL ASSESSMENT AREA POLICY AMENDMENT. Nancy Leigh, Town Clerk. The Council will consider an amendment to the Special Assessment Area Policy.

6. FUTURE AGENDA ITEMS. The Council will discuss potential items for future agendas.

H. ADJOURNMENT

Date: September 9, 2021

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.
Nancy Leigh, Town Clerk

DEPARTMENT UPDATE
ADMINISTRATION DEPARTMENT

September 8, 2021

Brian Head Town Administration Department consists of the Town Manager, Clerk, Treasurer, Planner, and Guest Services staff. The Department primarily handles public information and records, finances and accounting, human resources, land use planning, economic development, business licensing, elections, strategic planning, and related issues. The following highlights a few of the items the Administration Department has handled in the past month which would be of most interest to the Town Council and the public.

Public Information & Communication

- We've received one application for the front desk position and interviewed Ellen Boyd on September 8th. Ellen will be working one to one and half days a week and is flexible with her schedule for any on-call that we may need. Ellen will begin in October as one of our part-time Guest Service Representatives. She will be training during a couple of days in September with Cecile.
- Cecile has completed a project organizing our electronic archiving for building and planning info, which should help us quite a bit moving forward.
- An initial meeting for the 50th birthday of the Town is scheduled for September 16th. Nancy will be heading up the committee to begin preparations for this event that will take place in March 2025. As part of the celebration, Nancy is working with Cecile and Flint Decker on Brian Head's History which will be part of the 50th Birthday celebration.
- Nancy & Amanda will be meeting with Granicus on Monday, September 13th on the initial steps for the implementation of the STR compliance program. Once implemented and operating, staff will be giving stats on the STR's operating in Brian Head.
- The 2021 Town Election is underway with the last day to file as a write-in candidate that ended at 5:00 pm on August 31st. The mayor's seat is running unopposed and there are three candidates for the two council seats: Shaun Kelly, Dennis VanNostran and Martin Tidwell. We wish all the candidates the best in the upcoming coming election.

Community & Economic Development

- The Planning Commission held a special meeting on Thursday, August 19th and approved the design review for the Elevate @ Brian Head Condo project (formerly Sojourn) located on Ridge View Street. An issue with meeting the parking requirement was resolved by having the HOA CC&Rs stipulate only two cars per unit.
- Upcoming Planning Commission agenda items: A small lot line vacation and Crooked Creek Convenience Store design review.
- A tiny home village project on Steam Engine & Forest Drive will be underway soon. The project was approved over a year ago and the tree removal pre-inspection is completed.

ADMINISTRATION DEPARTMENT UPDATE (CONT.)

- An appeal hearing was held on September 8th regarding the revocation of a Special Use Permit for Brian Head Powersports for non-use over the past year. The Appeal Authority will render a decision sometime in the next week.
- Horrocks Engineering has set our first stakeholder meetings for the Brian Head Commercial Core Transportation Study on September 10th. Council Member Kelly and Commissioner Doug Deutschlander are representing the Town.
- The "Aspen Meadows" project on the 1,700 acres northeast of Town is likely to move forward. Gardner Plumb has completed their due diligence and are moving toward closing on the property. They are also working on purchasing other properties in Town for development. We will work toward having them make a preliminary presentation to the Planning Commission and Town Council as soon as they are at a point that it makes sense.
- The Town has been informed by SC Broadband that they are hoping to install fiber on the east side of town next year. We have offered to help them apply for a grant with the state to help finance the project.
- Staff is working on a contract with Rural Community Consultants to update the Town's Annexation Policy.

Code Enforcement

- The month of August was a busy one with notifying and working with property owners on code violations. Listed below are the stats for the month:
- Warnings Issued: Total: 14
    - Attractive Nuisances: 3
    - Accessory Structure violations (connex boxes): 5
    - Illegal Fences: 4
    - Temporary Signs: 4
    - Prohibited Signs: 1
    - Operating without a license: 2
- Citations Issued: 1
    - Operating without a License (STR): 1
- Resolved Warnings & Citations: Total: 4
    - Operating without a license: 2
    - Illegal Fence: 2
- Code Enforcement is currently working on the removal of a camper that has been abandoned probably since the 1970's. With the implementation of the Town Code prohibiting camping on vacant property without an active building permit, Code Enforcement's goal has been to educate property owners on the current Town Code. The majority of people have been cooperative, but there have been a few that have expressed their objection. Another area that has received attention are properties that have large debris piles left on their properties (properties that are not participating in the chipping project).
- Our Code Enforcement Officer is currently working 8-hour shifts on Mon-Thu, and 4-hour shifts on Friday and Saturday. As building tails off in October, we are planning to swap out a couple of the Saturday shifts for night shifts and begin the education/enforcement process for lighting.

Trails

ADMINISTRATION DEPARTMENT UPDATE (CONT.)

- Utah Conservation Corps will be brushing on the Alpine Creek Loop (formerly Scout Camp Loop) next week in preparation for the Big Mountain Enduro Finals (mountain bike race) on September 18th and 19th.
- The Trails Committee (Shaun & Bret, at the moment) did some loose flagging for the new loop that we'll be constructing on the Manzanita Trail. See the light blue line on the image below. For now, we're calling this the "Lower Switchbacks". It goes to the Town welcome sign and then plugs back into the connector trail between the Town Trail and Manzanita. There may be potential to someday put a spur to the north of it that goes to the old bear caves (the ones that sit above the Highway, not the one right on the Highway that people put stuffed bears into.



- The Town has had initial contact with the Resort regarding re-establishing the old Navajo Loop Trail. Resort staff has reacted positively so far.

Brian Head Town Council Update

September 1, 2021

BRIAN HEAD MARSHALS OFFICE:

During the month of August, we were able to handle a large variety of service calls and have started our re-inspections on "STR's". It was a quieter month from what we have been seeing but busy none the less.

Deputies took care of 14 fire inspections some of which were new and some were returning customers. We found it interesting that a handful of those units that we were doing a recurring inspection on failed. This is a testament to us that we will need to stay up on our STR's and make sure that they are keeping things up to the original level of safety which we require.

Other incidents that had a higher priority were domestic violence, trespassing, shots fired and smoke investigations. One really interesting number that I found was that we had zero (0) medical calls during the month of August 2021. That is the first time I have ever reported zero medicals in a month. I'm not sure what the reason for this is but we will keep an eye on this number over the next few months and see if there are any trends. You may be interested in the statistic involving ATV's and we only had one (1) complaint/incident involving ATV's in August. We are still strictly enforcing and patrolling for OHV laws and I feel that we are staying on top of it very well.

BRIAN HEAD FIRE DEPARTMENT:

Due to some good monsoons and an increase in moisture in the air, we were able to lift fire restrictions. People now can have open campfires and enjoy the mountains in a way that feels for traditional for them and their families. If you get asked about or fuel conditions, you can advise people that our lighter fuels like grasses and small brush have been able to recover from the current drought conditions because of the type of fuel that they are. They recover very fast and regain moisture. But they also "off-gas" very fast and can go back into a very dry state. Our heavy fuels and timbers are still in a very dry and delicate state. As you drive around you can see stands of trees that have died off due to our current drought. These heavy fuels will take a couple of exceptional seasons of wet, cool conditions to recover and move out of their vulnerable state. The good news is that these heavy fuels take a lot of energy to get

them burning and with our shorter days and cooler nights we can often catch and extinguish fires before they get really hot and spread through our heavy timbers.

August was a great month for fire training. We are getting a good number of our volunteers out and involved with trainings and patrolling the communities. It is great to see them taking pride in their service and giving up time to help patrol and assist our public with fire education.

Firefighters responded to a big crash in the canyon just up from the chain up area. A large box truck crashed and blocked off the highway. Luckily for the occupants there were no major injuries. Firefighters were able to help stabilize the scene and assist with traffic control.

We also responded to a car fire in the canyon just outside of Parowan. Due to recent rains that fire was contained primarily to the car and did not extend into the forest.

Fuels mitigation projects have been moving forward. It was the first year that the Town has put up funds to hire out a chipping crew to handle landowners' piles. Bids were submitted and a company out of Parowan handled the chipping in mid-august. This was great to get peoples piles taken care of in a timely manner. They will be doing a second and final chipping of piles on September 20th.



Extrication Training August 2021



"Displacing a door"



"Rolling a Dash"

Brian Head Town

Public Works Department Update

September 14, 2021

Go even faster. Time is running short as the leaves begin to change on the Mountain. With Labor Day weekend behind us, The Public Works Department looks to pour it on over the remaining time we have before the snows comes. Staff will not only be working the current tasks that have been assigned to us, but also on gathering data for engineering for next years projects that have yet to be assigned to us.

The following are a list of the projects that Public Works has been working on.

STREETS

- The 2021 Streets project is looking to be completed in the next few weeks. The cement gutter re-work and patches have been completed on Zion View along with the asphalt approaches on the streets of Forest, Ponderosa and also Hidden Lake. Crews have begun to raise and collar the manhole lids and also the valve can boxes as needed that were part of the project. The remaining areas of the trail have been seal coated. Western Rock is expected to be moving into the area by the park and also in front of the Public Safety building to do the asphalt work there, which includes additional parking for the park and also patchwork for the Public Safety building driveway. Once this is completed parking lines will be painted along with some crossing areas on the Town trail.
- With the summer monsoon season continuing thru August the second application of dust control product was postponed till the spring of 2022. Public works operators ran water truck shifts over the holiday weekend to keep up on the dust caused by the ohv that were visiting the Town over the long weekend.
- Asphalt Millings have been applied to the streets of Adams Circle and also the start of Hunter Ridge up to the intersection of approx. Tails 2B. Staff will continue up Hunter Ridge with next year's allotment of asphalt millings.
- Signs that have been requested by residents of the Town continue to be installed as the list keeps growing.
- Snowshoe village has paved their driveway from the highway up to the condo area. This includes the trail connection along the highway that Staff had been working with UDOT to have paved. As part of the streets project a few lines will be painted to keep people directed to the trail.
- The new snow blower has been ordered and looks to be delivered towards the end of October.

WATER

- Four New Kennedy fire hydrants have been installed and have begun monitoring pressure and water temperature in the areas that they have been installed. Staff will

use this data to help understand how the system is working and hopefully this equipment will help staff find and repair leaks. The smart part of the hydrant attaches to the internal parts of the hydrant. These can be removed and installed into the body of another hydrant. This will enable staff to move these around to different areas of Town as the system is improved. Their locations are as follows.

- One on Autumn Lane in the Steam Engine area.
- One on the new Salt pipe water line above the Steam Engine area.
- One on Mountainview water line about mid-way down.
- One at the top of Ridgeview. This particular hydrant on Ridgeview was found to be broken when staff went to install the new equipment.

After the installation took place, essentially a new hydrant was in operation.

- A leak found on Spruce is almost repaired. Operators have had almost everything that can go wrong with this dig, has gone wrong from the location of the watermain and existing utilities to the rock ledges that were found when digging in the new lateral. Once repaired though, a leak that has gone on for decades will be repaired.
- Repair of the meter reading system continues.
- Staff will begin collecting data points for two of the projects that were listed on the Capital Facilities Plan. Each of the residents in these areas have approached the Town with the intent to participate in these either by forming Special Assessment Areas or contributing in other was financially.
- Exposed spring lines from flooding along the highway at Dry Canyon have been covered up.

SEWER

- Data collection on the remaining manholes will begin the week of the 16th.
- Staff continuous to work with Alpha on the Sewer Capital Plan
- Twin D will be in Town cleaning sewers the week of the 13th. Most of the work will be taking place on the Canyon Line.

PARKS & TRAILS

- Solar lights have been installed on the new section of the trail
- Work on the Manzinita trail steps will begin next week.
- Staff looks to move back into the pond area after Labor Day with the projects that have been assigned to us.

IN-HOUSE PROJECTS

- Public works will continue to work on in-house projects and maintaining buildings and equipment as needed. If you have any questions or concerns, please do not hesitate to call.

STAFF REPORT TO THE TOWN COUNCIL

SUBJECT: Public Hearing and Ordinance amending FY 2022 Brian Head Town Budget(s)
AUTHOR: Shane Williamson, Town Treasurer
DEPARTMENT: Administration Department
DATE: September 14, 2021
TYPE OF ITEM: Legislative Action

SUMMARY:

Council will hold a public hearing to receive comments on a proposed amendment to the FY2022 Town Budget. After the public hearing has closed, the Council will then consider an ordinance, No. 21-013 amending the FY 2022 Brian Head Town Budgets.

BACKGROUND:

On August 24, 2021, the Town Council held a discussion concerning potential budget adjustments for the FY 2022 Annual Budget. Particularly, the discussion centered around one-time expenditures that would uses surplus funds from the close of fiscal year 2021.

ANALYSIS:

Based on the discussion held on August 24, 2021, Council instructed staff to include the following FY 2022 budget adjustments to capture the following expenditures:

General Fund – 10

Revenue

- 10.3890 – Fund Balance Appropriated: Increased from $0 to $409.6k. This illustrates bringing forward surplus funds in the General Fund to cover the expenses founding within the general fund for the run of budget adjustments.
- 10.3341 – General Gov't State Grant – Increase by $11k for the American Rescue Plan (Covid) funds received from the State of Utah via the PTIF account.

Expense

- 10.4140.210 – Admin – Books/Subscriptions/Memberships: Increased by $25k to account for one-year subscription of Granicus software to help administer STR Business Licenses and STR compliance.
- 10.4140.270 – Admin – Bldgs/Grounds – Supplies & Maintenance: Increased by $10k to account for new flagpole and relocate flagpole at Town Hall.
- 10.4180.310 – P&Z – Professional & Technical Services: Increased by $75k to account for a contract planner to help with the potential of a large-scale annexation project.
- 10.4210.250 – Police – Equipment, Supplies & Maintenance: Increased by $49.4k to account for startup- equipment costs for two new officers.
- 10.4220.250 – Fire – Equipment, Supplies & Maintenance: Increased by $9.7k to account for additional new fire equipment needed. $3.4k for SCBA Regulators, $1.5k for gas clip monitors, and $4.8k for SCBA masks and filtration adaptors.

- 10.4410.420 – Streets – Road Maintenance/Improvements: Increased by $17.5k to account for Aspen Drive Improvements (Partnership w/ Iron County).
- 10.4846 – Transfer to Capital Projects Fund (46): Increased by $234k to account for transfer from General Fund to Capital Projects fund for projects listed below in the Capital Projects Fund section.

Capital Projects Fund – 46

Revenue

- 46.3810 – Transfer from General Fund: An increase of $234k used for projects listed below in the Capital Projects – Expense section.

Expense

- 46.4100.700 – Admin- Admin Vehicles: Increase of $12.5k to cover the purchase of the Code Enforcement Officer vehicle.
- 46.4210.720 – Police – Public Safety Building: Increase by $111.5k to cover the construction of a hazardous material vault ($33.5k) and the construction of additional offices in the police state ($78k).
- 46.4410.700 – Streets – Capital Projects Streets: Increased by $30k to account for the construction of the access road to the potential light industrial park area (Town Property).
- 46.4410.730 – Shop – Shop Equipment: Increase by $$80k to account for the purchase of hydraulic driver snow blower ($60k) and a $20k set aside for the purchase of a snow cat.

FINANCIAL IMPLICATIONS:
The amended FY 2022 budget will become the official budget regulating Town spending in FY 2022.

BOARD/COMMISSION RECOMMENDATION:
Not Applicable.

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

PROPOSED MOTION:
I move to adopt Ordinance No. 21-013, amending the FY 2022 Brian Head Town budget(s), as presented.

ATTACHMENTS:
Attachment A – Ordinance amending the FY 2022 Town Budget

Brian Head Town

ORDINANCE NO. 21-____

AN ORDINANCE AMENDING THE FISCAL YEAR 2022 BUDGET OF FUNDS AND ACCOUNTS ENDING JUNE 30, 2022, FOR THE TOWN OF BRIAN HEAD, UTAH.

WHEREAS, in accordance with the Uniform Fiscal Procedures Act for Utah Towns, Brian Head Town, Utah, has adopted its budget for the fiscal year ending June 30, 2022; and

WHEREAS, in accordance with Utah State law, a public hearing was held on September 14, 2021 on the amended budget and comments received relating thereto, and;

WHEREAS, the Town Council determined an amendment was needed for the purpose of identifying one-time expenditures from the fiscal year 2021 budget.

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

ADOPTION: The Fiscal Year 2022 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 September 2021.

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 September 2021, 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
Operational Budget Report

General Fund - 10

	Current YTD	FY2022 Annual Budget	Proposed Adjustment Amount	Proposed Ammended Budget
Revenue:				
Taxes				
3110 General Property Tax (Current Year)	-	894,250		894,250
3120 General Property Tax (Delinquent)	638	89,000		89,000
3130 Sales and Use Taxes	27,786	156,300		156,300
3135 PAR Tax	4,922	29,300		29,300
3140 Franchise Tax	257	3,600		3,600
3145 Telecommunication Tax	668	4,500		4,500
3151 Resort Tax	78,546	467,400		467,400
3152 Highway Tax	14,767	88,000		88,000
3153 Municipal Energy Tax	1,092	119,900		119,900
3154 Municipal Transient Room Tax	26,184	86,000		86,000
3170 Fee in Lieu	774	5,500		5,500
3190 Penalties on Delinquent Taxes	32	3,700		3,700
3200 Personal Property Taxes	4,945	27,800		27,800
Total Taxes	**160,611**	**1,975,250**	**-**	**1,975,250**
Licenses and permits				
3210 Business Licenses	2,964	19,500		19,500
3215 Alcohol Licenses	100	600		600
3220 Enhanced Services Business License Fee	72,501	355,000		355,000
3221.1 Building Permit Fees	-	15,836		15,836
3221.3 Other Building Fee	5,700	-		-
3222 Land Use Permit Fees	2,000	365		365
3223 Disproportionate Service Fee	2,150	51,000		51,000
3230 Other Permits	5,910	5,100		5,100
Total Licenses and permits	**91,325**	**447,401**	**-**	**447,401**
Intergovernmental revenue				
3314 Public Safety State Grant	-	-		-
3341 General gov't state grant	11,067	67,500	11,000	78,500
3356 Class C Road Funds	-	64,900		64,900
3358 State Liquor Fund Allotment	-	4,000		4,000
3373 County - fire agreements	-	40,000		40,000
Total Intergovernmental revenue	**11,067**	**176,400**	**11,000**	**187,400**
Charges for services				
3419 Administrative Charges	15,285	61,138		61,138
3422 Retail Fuel	17,383	90,400		90,400
3426 Fire Department Revenue	330	9,600		9,600
3427 Volunteer Fire Revenue	-	-		-
3428 Misc Police Revenue (Police Reports)	-	-		-
3435 Shop Charges	28,075	112,300		112,300
3441 Streets, trails, services	-	-		-
Total Charges for services	**61,073**	**273,438**	**-**	**273,438**
Fines and forfeitures				
3510 Court Fines	-	600		600
3520 Administrative Fines (Code Violations)	1,000	-		-
Total Fines and forfeitures	**1,000**	**600**	**-**	**600**
Interest				
3610 Interest	2,018	18,600		18,600
Total Interest	**2,018**	**18,600**	**-**	**18,600**
Special Events				
3540 Registration Fees	-	-		-
3570 Other Revenue	1	-		-
Total Special Events	**1**	**-**	**-**	**-**

Miscellaneous revenue				
3640 Sale of Fixed Assets/Materials	-	-		-
3650 Sales of materials and supplies	20	300		300
3680 Building/Pavilion Rentals	-	6,200		6,200
3690 Sundry (Miscellaneous)	16	3,100		3,100
Total Miscellaneous revenue	**36**	**9,600**	**-**	**9,600**
Contributions				
3802.2 Public Safety Impact Fee/3059	3,210	2,200		2,200
Total Contributions	**3,210**	**2,200**	**-**	**2,200**
Transfers from other funds				
3825 Transfer from RDA	-	8,667		8,667
3890 Fund Balance Appropriated	-	-	409,600	409,600
Total Transfers from other funds	**-**	**8,667**	**409,600**	**418,267**
Total Revenue:	**330,341**	**2,912,156**	**420,600**	**3,332,756**

Expenditures:				
General government				
Council				
4111.110 Council - Salaries	53	16,000		16,000
4111.130 Council - Benefits	-	1,224		1,224
4111.230 Council - Travel, Conferences & Training	-	3,750		3,750
4111.240 Council - Office Supplies & Expense	-	250		250
4111.290 Council - Telephone/Data Plans	53	600		600
4111.610 Council - Miscellaneous Expense	-	250		250
Total Council	**106**	**22,074**	**-**	**22,074**
Administrative				
4140.110 Admin - Salaries & Wages	20,630	110,615		110,615
4140.111 Admin - Overtime Wages (Administrative)	363	-		-
4140.130 Admin - Employee Benefits	10,712	54,582		54,582
4140.140 Admin - Unemployment Costs	-	-		-
4140.210 Admin - Books/Subscriptions/Memberships	386	2,635	25,000	27,635
4140.220 Admin - Publishing/Legal Notices	33	1,200		1,200
4140.230 Admin - Travel, Conferences & Training	340	4,050		4,050
4140.240 Admin - Office Supplies/Reimb Expenses	875	4,600		4,600
4140.245 Admin - Bank Charges	102	500		500
4140.250 Admin - Equipment Supplies/Maintenance	1,422	2,250		2,250
4140.254 Admin - Vehicle Repair & Maintenance	591	1,000		1,000
4140.255 Admin - Fuel & Oil	66	1,000		1,000
4140.270 Admin - Bldgs/Grounds - Supplies/Maint	1,568	9,740	10,000	19,740
4140.280 Admin - Utilities	430	5,000		5,000
4140.290 Admin - Telephone	1,027	5,600		5,600
4140.310 Admin - Professional & Technical Services	5,119	12,750		12,750
4140.312 Admin - Audit & Accounting	-	15,000		15,000
4140.450 Admin - Elections	-	500		500
4140.510 Admin - Insurance Expense	139	42,400		42,400
4140.540 Admin - Promotions/Incentives	467	5,850		5,850
4140.610 Admin - Miscellaneous Expense	-	350		350
Total Administrative	**44,270**	**279,622**	**35,000**	**314,622**
Legal				
4145.310 Legal - Professional & Technical Services	967	7,000		7,000
Total Legal	**967**	**7,000**	**-**	**7,000**
Building department				
4160.110 BldgDept - Salaries & Wages	4,535	25,709		25,709
4160.111 BldgDept - Overtime Wages (Building)	40	-		-
4160.130 BldgDept - Employee Benefits	3,350	17,698		17,698
4160.240 BldgDept - Office Supplies & Expenses	130	300		300
Total Building department	**8,055**	**43,707**	**-**	**43,707**
Planning and zoning				
4180.110 P&Z - Salaries & Wages	6,585	43,051		43,051
4180.111 P&Z - Overtime Wages (P & Z)	33	-		-
4180.130 P&Z - Employee Benefits	5,892	30,042		30,042
4180.230 P&Z - Travel, Conferences & Training	-	2,035		2,035
4180.240 P&Z - Office Supplies & Expense	378	2,350		2,350
4180.310 P&Z - Professional & Technical Services	1,899	7,100	75,000	82,100
Total Planning and zoning	**14,786**	**84,578**	**75,000**	**159,578**
Marketing & Events				
4660.250 Marketing & Events - Equip Supplies/Maint	2,500	-		-
4660.280 Marketing & Events - Utilities	-	1,400		1,400
4660.310 Marketing & Events - Prof & Techincal Services	-	1,450		1,450
4660.612 Marketing & Events - Advertising/Marketing	45,350	127,550		127,550
4660.615 Marketing & Events - Entertainment	-	16,900		16,900
Total Marketing & Events	**47,850**	**147,300**	**-**	**147,300**

Retail Fuel				
4640.245 Retail Fuel - Bank Charges	787	7,420		7,420
4640.250 Retail Fuel - Supplies & Maintenance	-	1,500		1,500
4640.260 Retail Fuel - Retail Fuel (Town Pump)	30,281	71,900		71,900
4640.310 Retail Fuel - Professional & Technical Services	-	650		650
4640.510 Retail Fuel - Insurance Expense	-	560		560
Total Retail Fuel	**31,068**	**82,030**	**-**	**82,030**
Transit				
4650.250 Transit - Supplies & Maintenance	-	1,000		1,000
4650.310 Transit - Professional & Technical Services	-	10,500		10,500
4650.485 Transit - Transporation Service	-	139,000		139,000
Total Transit	**-**	**150,500**	**-**	**150,500**
Total General government	**147,102**	**816,811**	**110,000**	**926,811**
Public safety				
Police				
4210.110 Police - Salaries & Wages	65,976	324,205		324,205
4210.111 Police - Overtime Wages (Police)	4,560	20,880		20,880
4210.120 Police - Part-time Officers	4,480	37,230		37,230
4210.130 Police - Employee Benefits	54,096	266,279		266,279
4210.210 Police - Books/Subscriptions/Memberships	50	610		610
4210.230 Police - Travel, Conferences & Training	261	5,450		5,450
4210.240 Police - Office Supplies & Expense	1,405	650		650
4210.250 Police - Equipment Supplies & Maintenance	7,647	27,350	49,400	76,750
4210.254 Police - Vehicle Repair & Maintenance	1,159	5,900		5,900
4210.255 Police - Fuel	1,894	13,000		13,000
4210.270 Police - Bldg/Grounds Supplies & Maintenance	1,007	5,930		5,930
4210.275 Police - Public Safety Building Payment (MBA)	-	60,598		60,598
4210.280 Police - Utilities	286	4,500		4,500
4210.290.1 Police - Telephone	1,066	4,350		4,350
4210.290.2 Police - Communications	-	34,225		34,225
4210.310 Police - Professional & Technical Services	84	4,675		4,675
4210.450 Police - Uniforms	2,643	2,000		2,000
4210.451 Police - EMT Supplies	500	1,250		1,250
4210.452 Police - EMT Training & Travel	105	3,150		3,150
4210.453 Police - Search & Rescue	-	500		500
4210.610 Police - Miscellaneous Expense	348	400		400
Total Police	**147,566**	**823,132**	**49,400**	**872,532**
Fire				
4220.110 Fire - Salaries & Wages	21,307	112,568		112,568
4220.111 Fire - Overtime Wages (Fire)	1,520	6,960		6,960
4220.120 Fire - Part Time Wages	225	4,800		4,800
4220.130 Fire - Employee Benefits	17,666	89,750		89,750
4220.210 Fire - Books/Subscriptions/Memberships	335	100		100
4220.230 Fire - Travel, Conferences & Training	246	1,875		1,875
4220.240 Fire - Office Supplies & Expense	78	350		350
4220.250 Fire - Equipment - Supplies & Maintenance	97	4,700	9,700	14,400
4220.254 Fire - Vehicle Repair & Maintenance	170	7,070		7,070
4220.255 Fire - Fuel	240	1,200		1,200
4220.270 Fire - Bldgs/Grounds - Supplies & Maintenance	857	5,730		5,730
4220.275 Fire - Public Safety Building Payment (MBA)	-	60,598		60,598
4220.280 Fire - Utilities	286	4,500		4,500
4220.290 Fire - Telephone	912	4,350		4,350
4220.310 Fire - Professional & Technical Services	2,025	10,200		10,200
4220.450 Fire - Uniforms	-	750		750
4220.610 Fire - Miscellaneous Expense	348	2,000		2,000
Total Fire	**46,311**	**317,501**	**9,700**	**327,201**
Total Public safety	**193,877**	**1,140,633**	**59,100**	**1,199,733**

Highways and public improvements				
Highways				
4410.110 Streets - Salaries & Wages	17,162	91,973		91,973
4410.111 Streets - Overtime Wages (Streets)	908	5,000		5,000
4410.130 Streets - Employee Benefits	11,302	60,910		60,910
4410.230 Streets - Travel, Conferences & Training	-	3,760		3,760
4410.240 Streets - Office Supplies & Expense	33	150		150
4410.250 Streets - Equipment - Supplies & Maintenance	-	950		950
4410.253 Streets - Snow Removal	-	33,650		33,650
4410.269 Streets - Equipment Rental	14,700	21,100		21,100
4410.280 Streets - Utilities (Area Lights)	2,166	15,000		15,000
4410.310 Streets - Professional & Technical Services	1,347	3,800		3,800
4410.411 Streets - Street Signs & Signals	4,642	2,500		2,500
4410.415 Streets - Skier bridge O&M	-	1,500		1,500
4410.420 Streets - Road Maintenance/Improvements	9,332	32,080	17,500	49,580
Total Highways	**61,591**	**272,373**	**17,500**	**289,873**
Shop & garage				
4440.230 Shop - Travel, Conferences & Training	153	500		500
4440.240 Shop - Office Supplies & Expenses	17	500		500
4440.250 Shop - Equipment - Supplies & Maintenance	538	6,950		6,950
4440.252 Shop - Heavy Equipment Maintenance	-	34,700		34,700
4440.254 Shop - Vehicle Repair & Maintenance	3,277	6,000		6,000
4440.255 Shop - Fuel	10,109	60,000		60,000
4440.261 Shop - Equipment Lease (operating)	50,147	90,190		90,190
4440.270 Shop - Bldgs/Grounds - Supplies & Maint	655	4,520		4,520
4440.280 Shop - Utilities	776	10,000		10,000
4440.290 Shop - Telephone	882	5,800		5,800
4440.310 Shop - Professional & Techincal Services	168	1,320		1,320
4440.450 Shop - Uniforms	1,079	7,200		7,200
Total Shop & garage	**67,801**	**227,680**	**-**	**227,680**
Total Highways and public improvements	**129,392**	**500,053**	**17,500**	**517,553**
Parks, recreation, and public property				
Recreation				
4560.110 Recreation - Salaries & Wages	3,734	8,990		8,990
4560.111 Recreation - Overtime Wages (Recreation)	249	-		-
4560.130 Recreation - Employee Benefits	1,026	2,457		2,457
4560.230 Recreation - Travel, Conferences & Training	-	160		160
4560.240 Recreation - Office Supplies & Expense	33	150		150
4560.250 Recreation - Supplies & Maintenance	442	1,000		1,000
4560.254 Recreation - Vehicle Repair & Maintenance	-	800		800
4560.265 Recreation - Fuel	-	-		-
4560.269 Recreation - Equipment Rental	-	1,200		1,200
4560.270 Recreation - Blds/Grounds - Supplies & Maint	351	2,300		2,300
4560.310 Recreation - Professional & Technical Services	-	200		200
4560.450 Recreation - Uniforms	-	200		200
4560.621 Recreation - Beautification	-	5,000		5,000
4560.633 Recreation - ATV/Snowmobile Trails	487	5,000		5,000
4560.634 Recreation - Trail Signs	-	500		500
Total Recreation	**6,321**	**27,957**	**-**	**27,957**
Total Parks, recreation, and public property	**6,321**	**27,957**	**-**	**27,957**
Miscellaneous				
4900 Operating Contingency	8,803	25,000		25,000
Total Miscellaneous	**8,803**	**25,000**	**-**	**25,000**
Transfers				
4846 Transfer to Capital Projects	-	250,000	234,000	484,000
4847 Transfer to Asset Replacement	-	150,000		150,000
4890 Budgeted Increase in Fund Balance	-	1,702		1,702
Total Transfers	**-**	**401,702**	**234,000**	**635,702**
Total Expenditures:	**485,494**	**2,912,156**	**420,600**	**3,332,756**
Total Change In Net Position	**(155,153)**	**-**	**-**	**-**

Brian Head Town
Operational Budget Report

Capital Projects Fund - 46

	Current YTD	FY2022 Annual Budget	Proposed Adjustment Amount	Proposed Ammended Budget
Revenue:				
Intergovernmental revenue				
3314 Public Safety State Grant	-	-		-
3341 General Gov't State Grant	-	75,000		75,000
Total Intergovernmental revenue	-	75,000	-	75,000
Interest				
3610 Interest revenue	54	-		-
Total Interest	54	-	-	-
Miscellaneous revenue				
3690 Sundry/Miscellaneous	-	-		-
Total Miscellaneous revenue	-	-	-	-
Transfers from other funds				
3810 Transfers from General Fund	-	250,000	234,000	484,000
3817 Transfer from Wildlands Fire Fund	-	-		-
3825 Transfer from RDA Fund	-	-		-
3890 Fund Balance Appropriated	-	314,578		314,578
Total Transfers from other funds	-	564,578	234,000	798,578
Total Revenue:	54	639,578	234,000	873,578
Expenditures:				
General government				
Administrative				
4100.700 Capital Project - Admin Vehicles	-	-	12,500	12,500
4100.740 Capital Project - Wayfinding Signs	-	-		-
4100.742 Capital Project - Public Art	-	75,000		75,000
Total Administrative	-	75,000	12,500	87,500
Total General government	-	75,000	12,500	87,500
Public safety				
Police				
4210.700 Capital project - Police Public Safety Vehicles	-	84,000		84,000
4210.720 Capital Project - Public Safety Building	-	-	111,500	111,500
4210.730 Capital Project - Police Equipment	-	-		-
Total Police	-	84,000	111,500	195,500
Fire				
4220.730 Capital Project - Fire Equipment	-	45,000		45,000
Total Fire	-	45,000	-	45,000
Total Public safety	-	129,000	111,500	240,500

Highways and public improvements				
Highways				
4410.700 Capital project Streets	26,282	285,578	30,000	315,578
4410.720 Capital Project - Pedestrian Improvements	(4,249)	-		-
Total Highways	**22,033**	**285,578**	**30,000**	**315,578**
Highways and public improvements				
Shp & Garage				
4410.730 Shop – Shop Equipment	-	-	80,000	80,000
Total Shop & Garage	**-**	**-**	**80,000**	**80,000**
Total Highways and public improvements	**22,033**	**285,578**	**110,000**	**395,578**
Parks, recreation, and public property				
Recreation				
4560.700 Capital project - Recreation	-	150,000		150,000
4560.710 Capital project - Mountain Bike Trails	-	-		-
4560.751 Project construction - Chair 1 Parking	-	-		-
4560.752 Project construction - Chair 1 Restrooms	-	-		-
Total Recreation	**-**	**150,000**	**-**	**150,000**
Total Parks, recreation, and public property	**-**	**150,000**	**-**	**150,000**
Transfers				
4890 - Budgeted Increase to Fund Balance	-	-		-
Total Transfers			**-**	**-**
Total Expenditures:	**22,033**	**639,578**	**234,000**	**873,578**
Total Change In Net Position	**(21,980)**	**-**	**-**	**-**

STAFF REPORT TO THE TOWN COUNCIL

SUBJECT: Ski View Snow Removal (County Road Section)
AUTHOR: Aldo Biasi, Public Works Director
DEPARTMENT: Public Works
DATE: September 14, 2021
TYPE OF ITEM: Administrative Direction

♦

SUMMARY:

The Council will discuss making special allowances to the Snow Removal Policy that was revised and adopted in June 2019 allowing Town Snow Plows to continue plowing beyond Town boarders into the County to the current established turn around area. As the Town doesn't plan on continuing to provide snow removal for the County residents located outside the Town boundaries on the end of Ski View drive, those residents approached the Town Council to ask the Council to direct Public Works to continue to provide this service.

BACKGROUND:

In 2019 staff was directed by the Council to revise and update the Snow Removal Policy, which staff completed, and the updated policy was approved by the Council in June 2019. In the new policy it states, The Town does not plow or maintain rights of way or easements that are privately owned or town roads that have not been brought up to the Town's Standards. There were four areas of Town that were going to be affected by these changes. They were as follows.

- Bobcat Road just off the Hwy 143. There was and currently no dedicated easement to the Town in this area and it is now being plowed by private contractors. Approx. 260 feet.

- Easement off of Adams Circle. The easement along this roadway does not belong to the Town. Once the Town quit plowing this area, it is also being picked up by private contractors. Approx. 250 feet.

- Gurr Well Road. This roadway was still owned by Mark Hutchinson at the time. When approached by the Town informing him that the Town would no longer be plowing this area, Mark deeded this area over to the Town for an established roadway and the Town continued to plow this road.

- The section of Ski View was also slated to no longer to be plowed that year, but due to time constraints and the workload of public works, a turn around on the Town boundary was unable to be constructed in time for winter. With this issue the Town continued to plow down to the established turn around for the year. The following year the money that was requested during the budgeting process for surveying the Town boundary area was cut out. Public Works begin some work along the road way edge removing trees that would be in the way of the grader wing. While doing this work, Staff recognized that currently there are no homes along this road that are located in the Towns limits. Which staff then has to ask the question whether Public Works should even be plowing down this road in the first place as it is currently, only benefiting residence of the County.

- Parking Areas- Currently it is not the policy of Public Works to create parking areas for residents in the turnaround zones. Sometimes areas are widened inadvertently just by the process of turning the equipment and pushing the snow out of the way to allow for additional snow storage for the next storm. These areas do fill up with parked cars, which do cause more problems for the plows as it becomes harder and harder to turn the equipment around.
- Distance from the Town boundary to the existing turn around area. Although the Town equipment can cover this distance in a short amount of time due to size of the equipment and the skill of the Town operators. This service is not provided to other residents of the County as it is against the Town's policy. The issue is not the amount of work that is required to complete the task it is that the task is on roads not owned by the Town.

ANALYSIS:

Currently there are no homes along this road that are in the Towns limits. Staff believes that the Town is well within the Snow Removal Policy to quit plowing this road all together as there are no Town property tax paying residents on this road. With that being said it would be a hard thing for the County residents that are at the end of this road to be responsible to begin plowing this road from the Aspen junction of Ski View to the current turn around area.

Although the distance is not very far from the Town boundary, that is not really the issue. Staff recommends to not create a situation where we are plowing for "some" residents of the County while others have to pay to have their street plowed by private contractors. Staff also recommends to not be put into the situation where the Town is taking work away from local contractors that would benefit from the increase in business from plowing the remaining distance of the County Road.

The majority of the owners of the cabins at the end of Ski View have been coming to Brian Head for years. Buying ski passes and contributing to the local economy. That very same argument can be presented be the owners of cabins along the section of Aspen that is in the County, which the Town doesn't currently provide snow removal for. This area has been up for annexation I believe at least three times, with all three times the property owners voting to not annex into Brian Head to begin paying for the services provided by the Town.

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Staff recommends the Council direct staff to adhere to the current policy and staff can either:

1. Construct a proper turnaround for equipment (not parking area) at the end of the Town's boundaries and the County residents take over clearing the road up to their cabin areas and clear the parking needed for them and their guests.

2. The Town quits plowing this road all together until such a time that a new cabin is built on this road inside the Town limits requiring the Town to build a proper turn around at that time.

PROPOSED MOTION:

Administrative direction to staff.

ATTACHMENTS:

A - Map of Area
B - Snow Removal Policy


Ski View Dr.
Length: 448.4 Yards
Aspen Dr.
Length: 219.6 Yards

BRIAN HEAD TOWN

SNOW REMOVAL POLICY

Resolution No. 483

PURPOSE

The purpose of the Snow Removal Policy is to provide for the public's safety and welfare of Brian Head Town residents and visitors by ensuring emergency access to occupied residences and businesses.

PRIORITY DESIGNATION FOR SNOW REMOVAL

- First Priority – Public Safety Access
  Provide access for Public Safety Department personnel and to the Public Safety Building.

- Second Priority – Residential Access
  Provide street access to residential areas where roads have been deeded to the Town and constructed to the Public Works Standards. The Town does not plow or maintain rights of way or easements that are privately owned or town roads that have not been brought up to the Town's Standards.

- Third Priority – Commercial Access
  Provide street access to the commercial/business areas

- Fourth Priority – Paved Pedestrian Pathways
  Clearing of the paved pedestrian pathways for pedestrian traffic.

SNOW REMOVAL STANDARDS

- Plowing is to begin when snow depth reaches four inches (4") or at the direction of the Public Works Director and in cooperation with the Town Marshal.
- Sanding/cindering is to begin when snowfall ceases or at the direction of the Public Works Director and in cooperation with the Town Marshal.
- Streets to be plowed (one pass minimum) within four hours of the commencement of snow removal operations.
- Snow removal to be done on a round-the-clock basis, if necessary, to maintain public safety as determined by the Public Works Director in cooperation with the Town Marshal.
- Street widening and clean-up to be completed as soon as possible after street plowing.
- Brian Head Town will not be responsible for the clearing of private parking, driveways, stairs, piles or berms that accumulate as a result of snow

removal on town streets/roads and town utility easements (Refer to Snow Removal Map).

- The Town does not plow or maintain rights of way or easements that are privately owned or town roads that have not been brought up to the Town's Standards.
- Brian Head Town is not responsible for the clearing of snow on Highway 143. Public Works will do everything possible to assist the Utah Department of Transportation (UDOT) in clearing snow, only after a request from UDOT and at the direction of the Public Works Director.
- Brian Head Town will adhere to the Vehicle Recovery Policy which prohibits the town from towing or pulling out stuck vehicles, unless an emergency situation arises, vehicular traffic is blocked or at the discretion of the Town Marshal.

SNOW REMOVAL PROCESS

Upon commencement of plowing operations, the following will occur:

- Plows will be dispatched and conduct road opening operations. All roads will have at least one lane open before beginning the next phase.
- After road opening one or more plows may be assigned to conduct road widening operations. The priority is to get two driving lanes on the collector roads.
- Clearing of the paved pedestrian pathway will be conducted in conjunction with the road widening phase. If deemed a safety hazard by Public Works Director, the paved pedestrian pathway may be closed until it is safe to re-open for use.
- One or more plows may be assigned to conduct snow push-back/clean-up operations. This activity may be conducted in conjunction with road widening operations and may include pushing, blowing, moving, loading, hauling, or repositioning snow for vehicle/ intersection visibility/pedestrian movement or to facilitate drainage and future snow events.
- Clearing of fire hydrants (town owned) will be conducted in conjunction with the road widening phase.

USE OF SNOW REMOVAL CONTRACTORS FOR TOWN PURPOSE

Independent contractors will be used for supplemental snow removal in addition to town operations in the event town equipment is unavailable or when, in the judgement of the Public Works Director, conditions warrant the need for additional capacity.

Criteria for Contractor Selection

- Specific equipment needed.
- Rotational basis when all other conditions are equal

Contractor Criteria to be Retained on Availability List.

- Agree to act as independent contractor
- Agree to fixed hourly rate
- Work quality

- Perform work in timely manner
- Submit proof of insurance
- Submit billing within 30 days
- Include date, hours worked, and equipment on billing

Residential Snow Removal Regulations can be found in Title 4 Health, Sanitation & Environment, Chapter 6, Residential Snow Removal, of the Brian Head Town Code.

Parking During Snow Removal Operations may be found in Title 6, Motor Vehicles & Traffic, Chapter 2A. Parking, Section 7 Seasonal Parking, of the Brian Head Town Code.

STAFF REPORT TO THE TOWN COUNCIL

SUBJECT: Public Art Proposals
AUTHOR: Bret Howser
DEPARTMENT: Administration
DATE: September 14, 2021
TYPE OF ITEM: Administrative Direction

SUMMARY:

The Council will discuss the proposals for a public art project and provide direction to staff.

BACKGROUND:

Council discussed the proposals the Town received for the Brian Head Public Art Project RFP issued in May on August 10, 2021. Some Council members expressed concern about the cost of the project and whether it was appropriate to spend that level of public funds on public art when there are other needs. Other Council members expressed opinions that such a project would be an important step in the progress of the Town.

The Council also discussed the merits of the individual proposals and asked questions of the Public Art Committee. Ultimately, the Council decided to narrow the choices down to two proposals: Pinecone Cairns (proposed by Billy Joe Miller) and Brian the Bear (proposed by Terrence Martin). Council then received presentations from the artists on August 24th.

ANALYSIS:

A survey sent to Town residents last year showed broad support for a public art project. The Public Art Committee was impressed with the proposals and considered the two finalist proposals as meeting the vision of an iconic art piece.

If the Council decides on one of the proposals to move forward with, staff will prepare a contract for future Council approval.

FINANCIAL IMPLICATIONS:

While $100,000 for an art piece is certainly a price tag that may raise eyebrows, considering the value of the project as a marketing piece for the Town, staff believes the payback to the Town in terms of increased visitors and sales taxes over time will be worth the cost, similar to how the hundreds of thousands of dollars the Town has spent on recreational infrastructure has attracted visitors and return-visitors and is paying itself off. Furthermore, with half of the cost covered by RDA, which is specifically for such economic development projects, it is only using $50,000 of funds from FY 2021 surplus, leaving plenty of funding for other, more obvious needs which have been identified or may yet be identified.

BOARD/COMMISSION RECOMMENDATION:

The Committee expressed slight preference for Pinecone Cairns, but not enough to make a definitive recommendation for it.

STAFF RECOMMENDATION:

Staff is in favor of proceeding with a project, but we don't have the expertise to give a recommendation on which of the two proposals to choose.

PROPOSED MOTION:

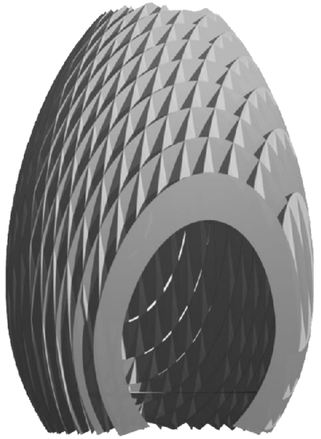
Council may give administrative direction to staff, either by consensus or by motion

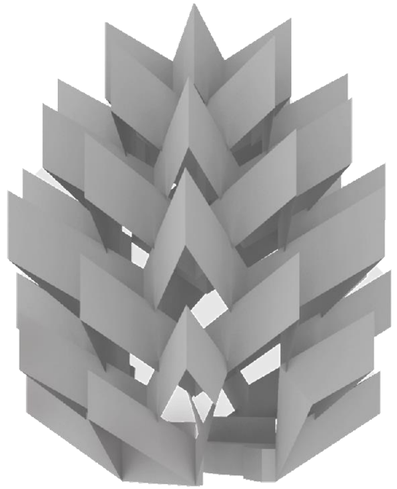
ATTACHMENTS:

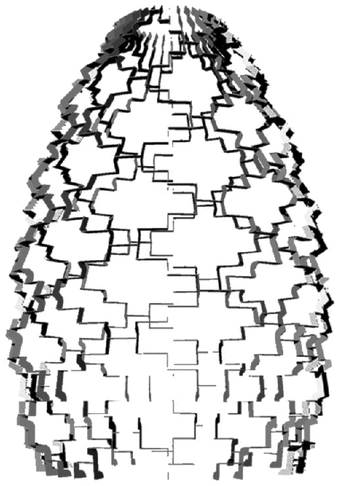
A- Pinecone Cairns Proposal
B- Brian the Bear Proposal

PINECONE CAIRNS

+BRISTLECONE PARK PAVILION







Billy Joe Miller

Sandia Park, NM billyrah@gmail.com www.billyjoemiller.com 505-514-6136

July 2021 | For: Brian Head Public Art Selection Committee



Dear Selection Committee,

My team and I propose a series of pinecone sculptures reminiscent of cairns to be placed in points of interests around Brian Head. These interactive pieces will function as landmarks, pavilion, gathering spaces and new symbols for Brian Head. In seeing and experiencing one sculpture you are inspired to find the rest.

During our visit to Brian Head my team and I were very inspired by the natural life of the area in town, at Brian Head Peak and Twisted Forest where we went on a memorable hike. We had not experienced anything like it before. The magnificent bristlecone pines and their very visually apparent relationship with time brought tears to our eyes. We were also moved by their placement on the hill floors made up of a gradient of colors from off white to orange to red. Later we were inspired to learn that the bristlecone pinecones have a three year process with distinct stages. First year the pinecones are short, round and purple or green in color, the next year a more narrow and elongated pinecone with cells/leaves drawn inward and finally in year three a leaves-out pinecone that falls to the ground. These three stages of pinecones will sit together on one branch for the whole process. We have made a series of pinecone sculptures drawing inspiration from these stages of the bristlecone and also other native pinecones from the area.

Brian head and its relatively short town history presents an incredible opportunity to create its identity in relationship to the diverse and invaluable natural world of the region. We feel that the symbol of emergence in a pinecone is a perfect match for such an opportunity. The pinecone is also symbolic of the profound pattern, harmony and architecture in nature--our site responsive series *Pinecone Cairns* placed throughout Brian Head will illuminate those qualities. Seeing one, the participant is drawn to learn and find more. Plaques with town and natural history, will lead participants to other pinecone cairns in places of interest. This creates a fun scavenger hunt-like, family friendly adventure for locals and visitors of all ages.

These designs lend themselves to town identity, marketing, logos, and even toys.

We learned that Monument Peak was an early name for Brian Head and we hope to bring that name back into focus not only with new radiant monuments but also with plaques reflecting on some of the natural history of Brian Head and its nearby communities.

What follows are the various types of pinecone cairns we have designed for Brian Head. It is important to us to remain open to making changes to the designs to make them an ideal match for you. If selected for this project we will do a more robust and detailed design development based on your response to the work.

Hanging Pinecone Lanterns

For the town entrances and ski area. The lanterns have a pattern of pinecone metal scales and are 3’ to 5’ tall, powder coated in a warm gradient of color and lit from within with solar lights. For the ski area we would like to design a Bristlecone pinecone in its first year stage—a blue purple.




BRIAN HEAD
Welcome
Base Elev. 9600 ft
MILE
1

Bristlecone Park Pavilion

For Bristlecone Park, we have designed a 14’ to 18’ tall and 8’ to 14’ wide pinecone pavilion. This sanctuary-like shelter easily seen from the road will work as a centerpiece, icon, photo backdrop and spectacular beacon for Brian Head. The pavilion will rise out if the ground in a richly painted gradient of reds and earth tones. A meditative space of light, color and shadow will center guests in the calming natural world of Brian Head.

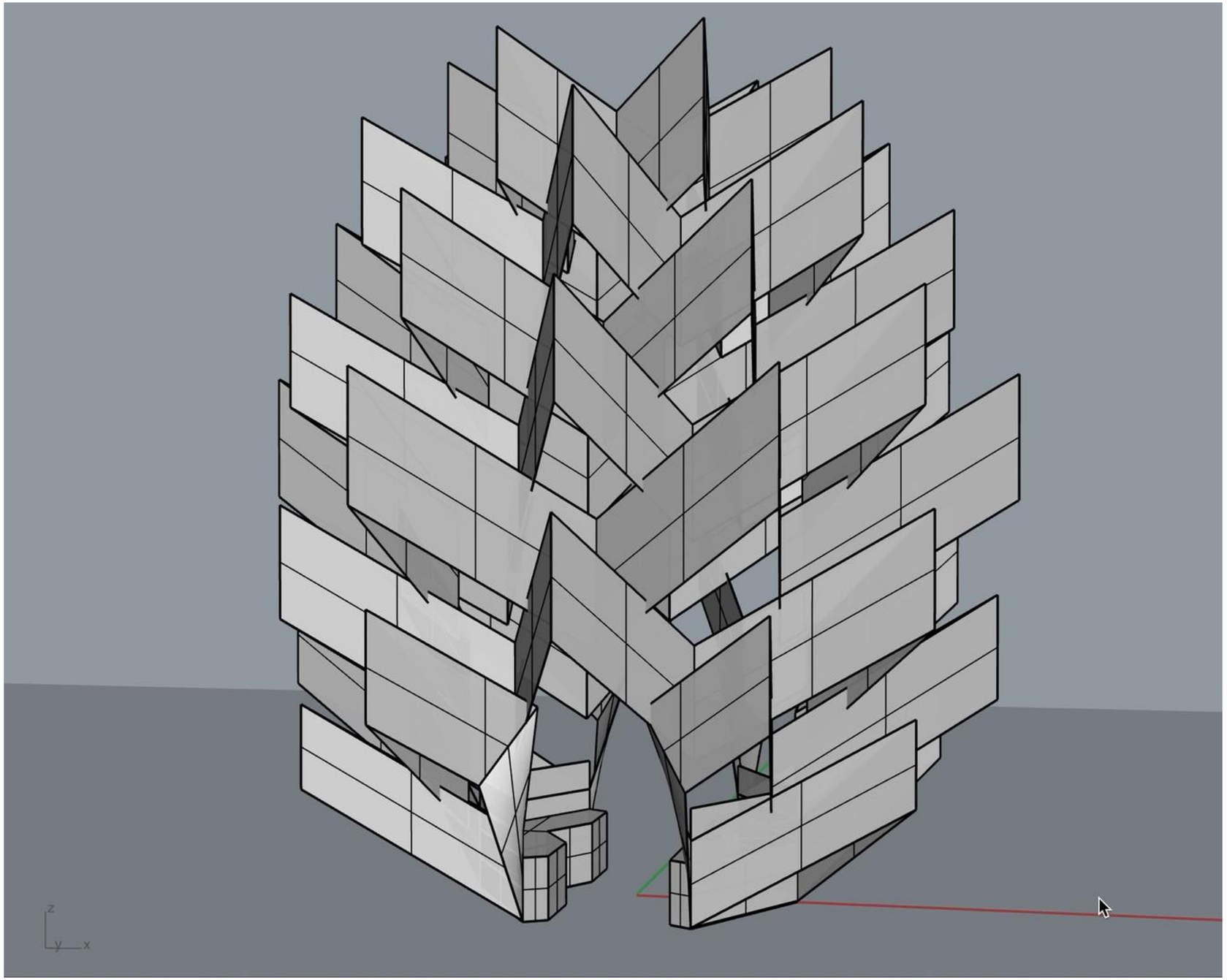
Reminiscent in function of my public art piece *Morning Glory*, *Bristlecone Park Pavilion* will have a metal frame inspired by the geometric pattern of the pinecone creating stunning reflections and shadows that shift with the changing light, transforming the pieces all day, night and year.

When you drive by *Morning Glory* in Albuquerque it animates the spiral of segments as you pass it. The same will happen with all three of the optional designs we have made for *Bristlecone Park Pavilion.*

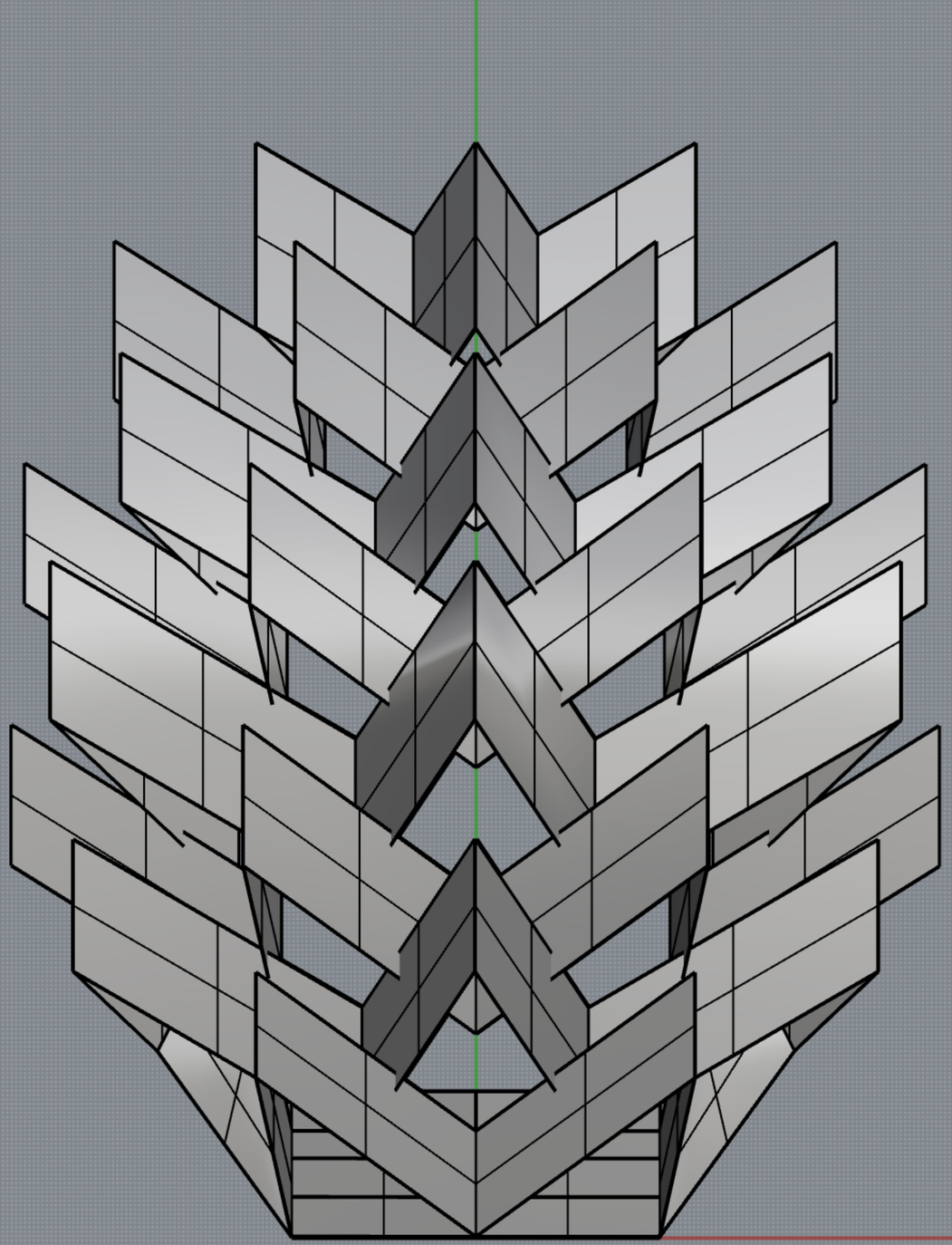
Depending on which design is selected we would like to consider the use of strategically placed small scales of industrial acrylic planes to enliven the pavilion with colored light and shadow. We use 1/2” acrylic(public-grade) that can be easily replaced should it be damaged or vandalized.



Cairn Version 1

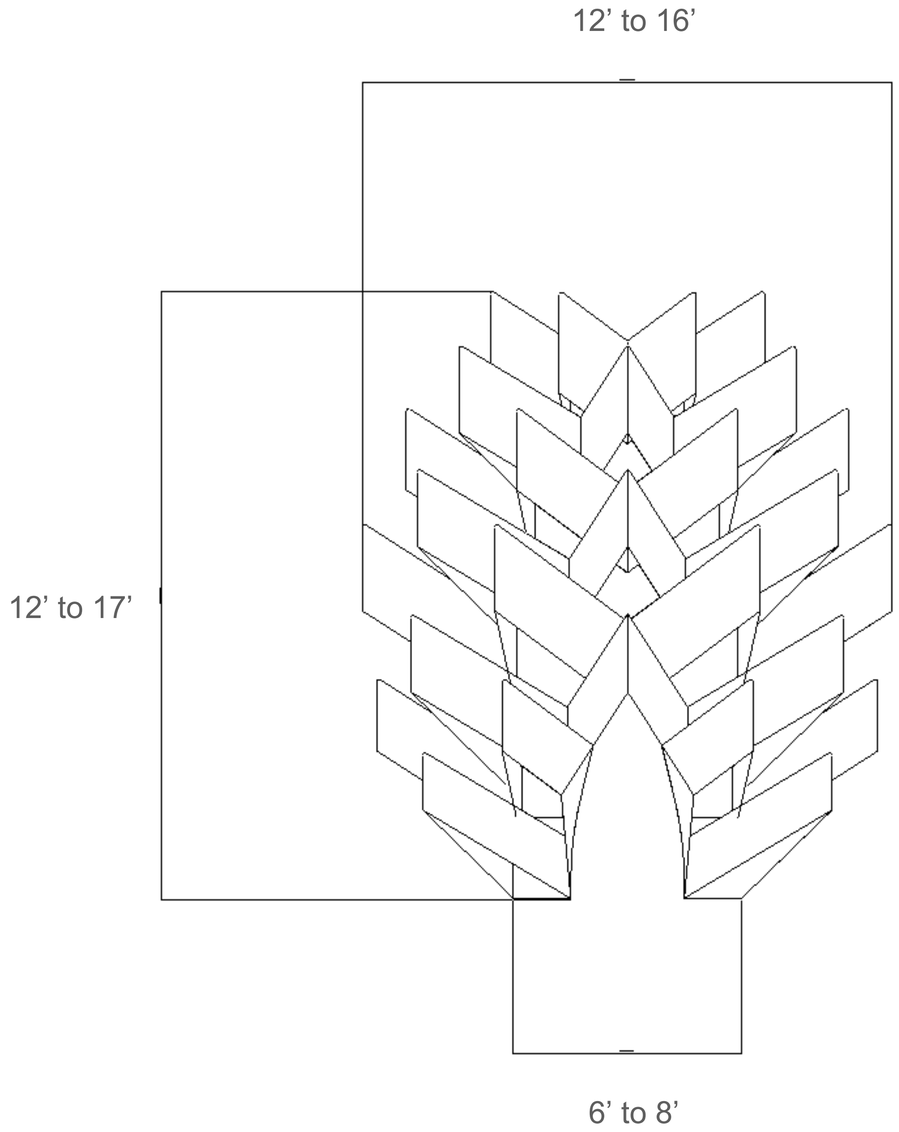


Vide
o





Version 1
Dimensions

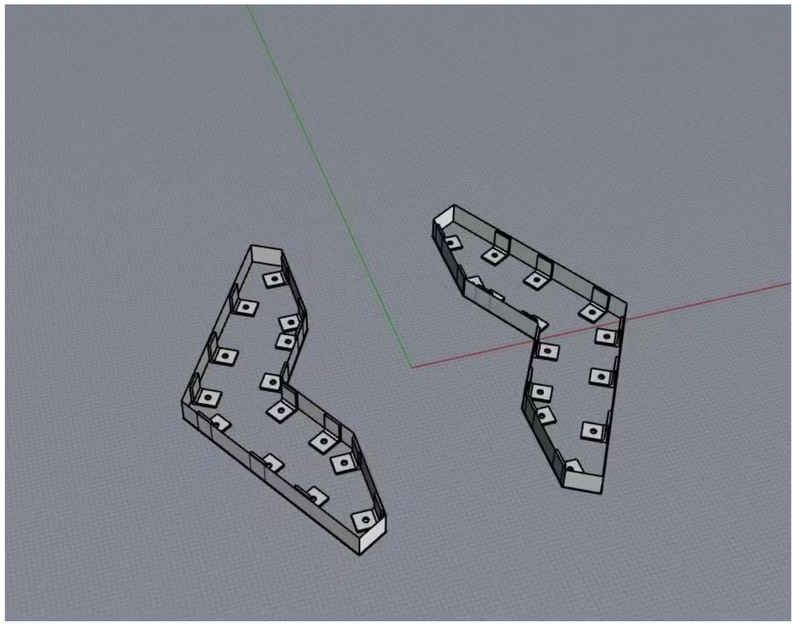


For multiple cairns we will consider this version with cells/leaves drawn more inward or tucked in.

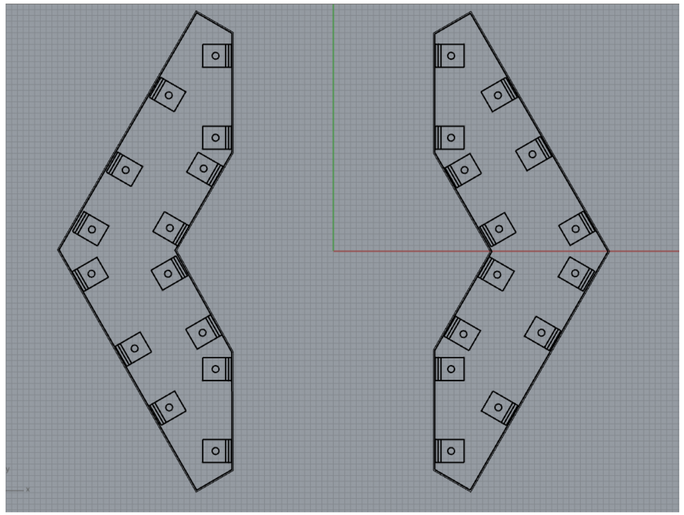
All work is scalable.

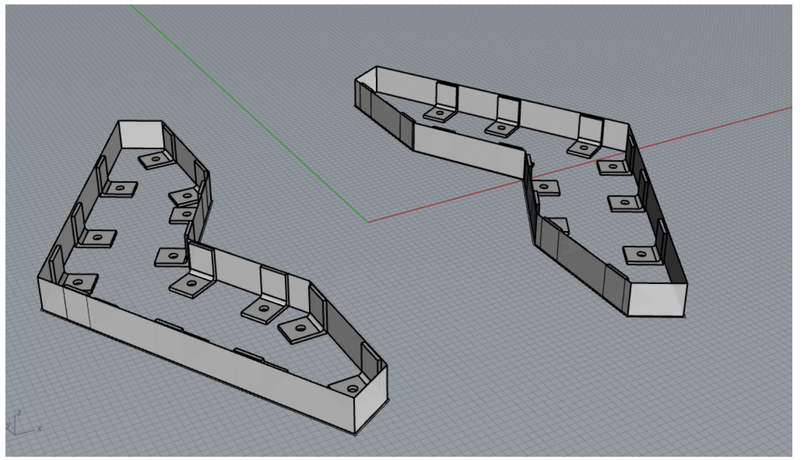
Depending on chosen height the door on version one may come up one tier higher.

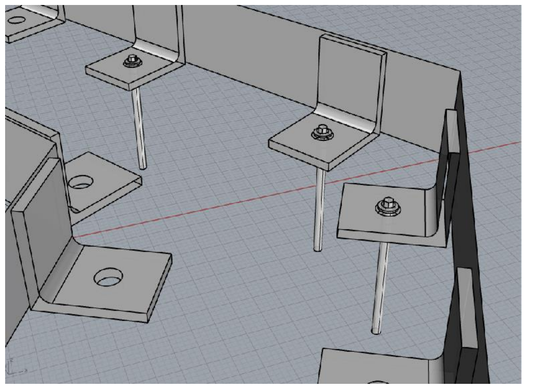
Example of anchor system under benches



Video





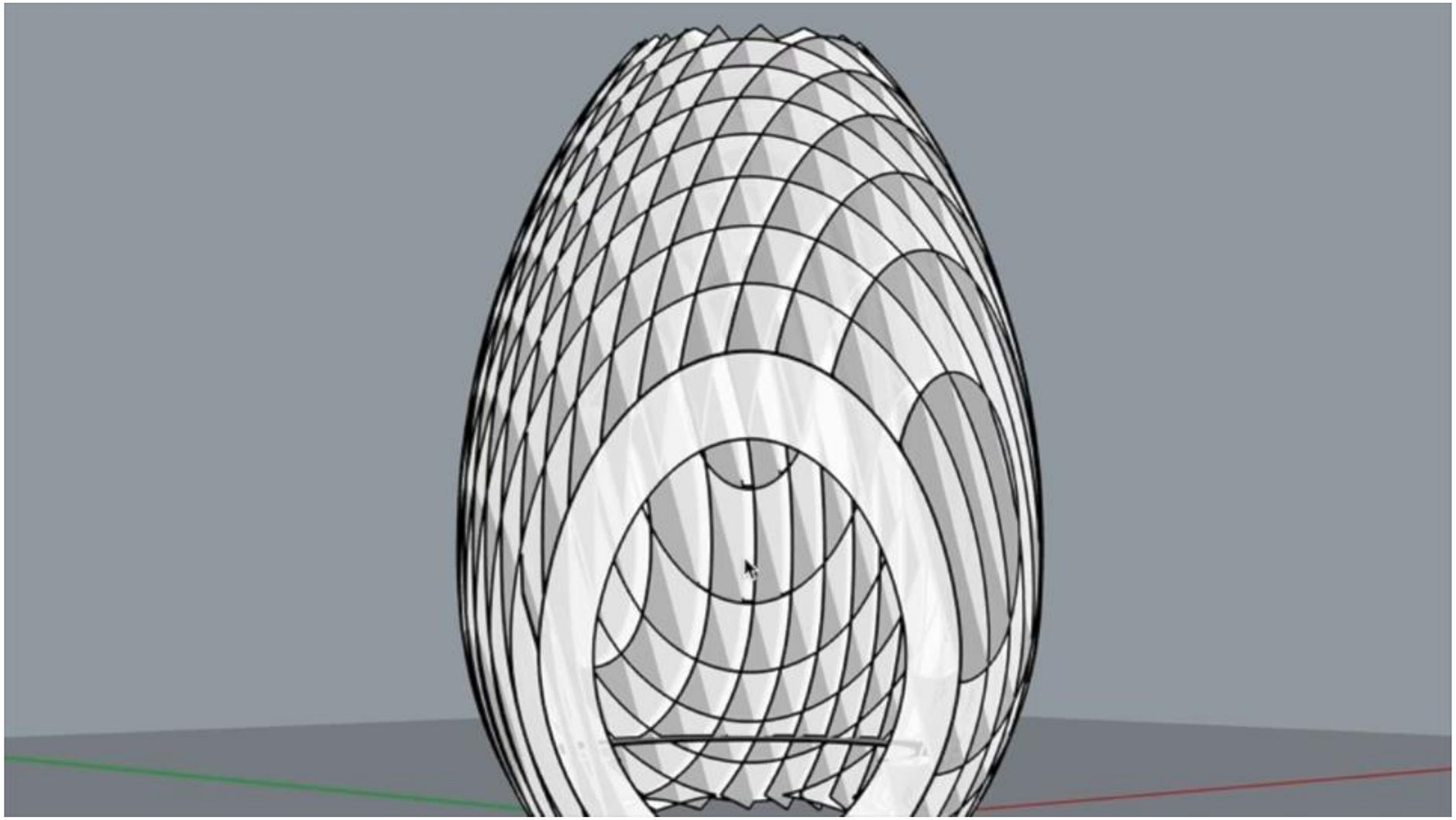


Sleeve anchors to the ground, benches slide around them and weld into place. This will be further developed with a structural engineer.

1/2" x 8" Tapcon Anchor Bolts

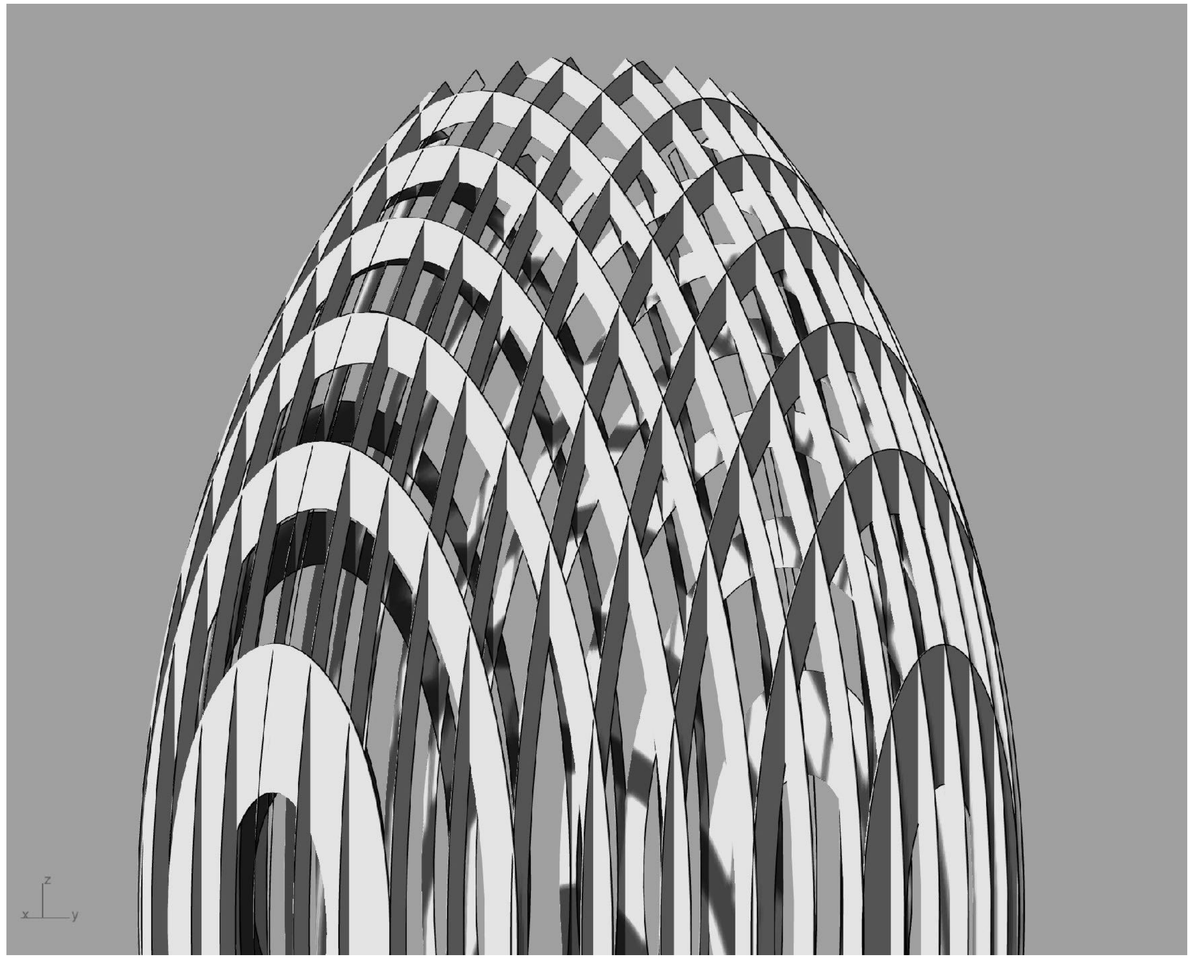


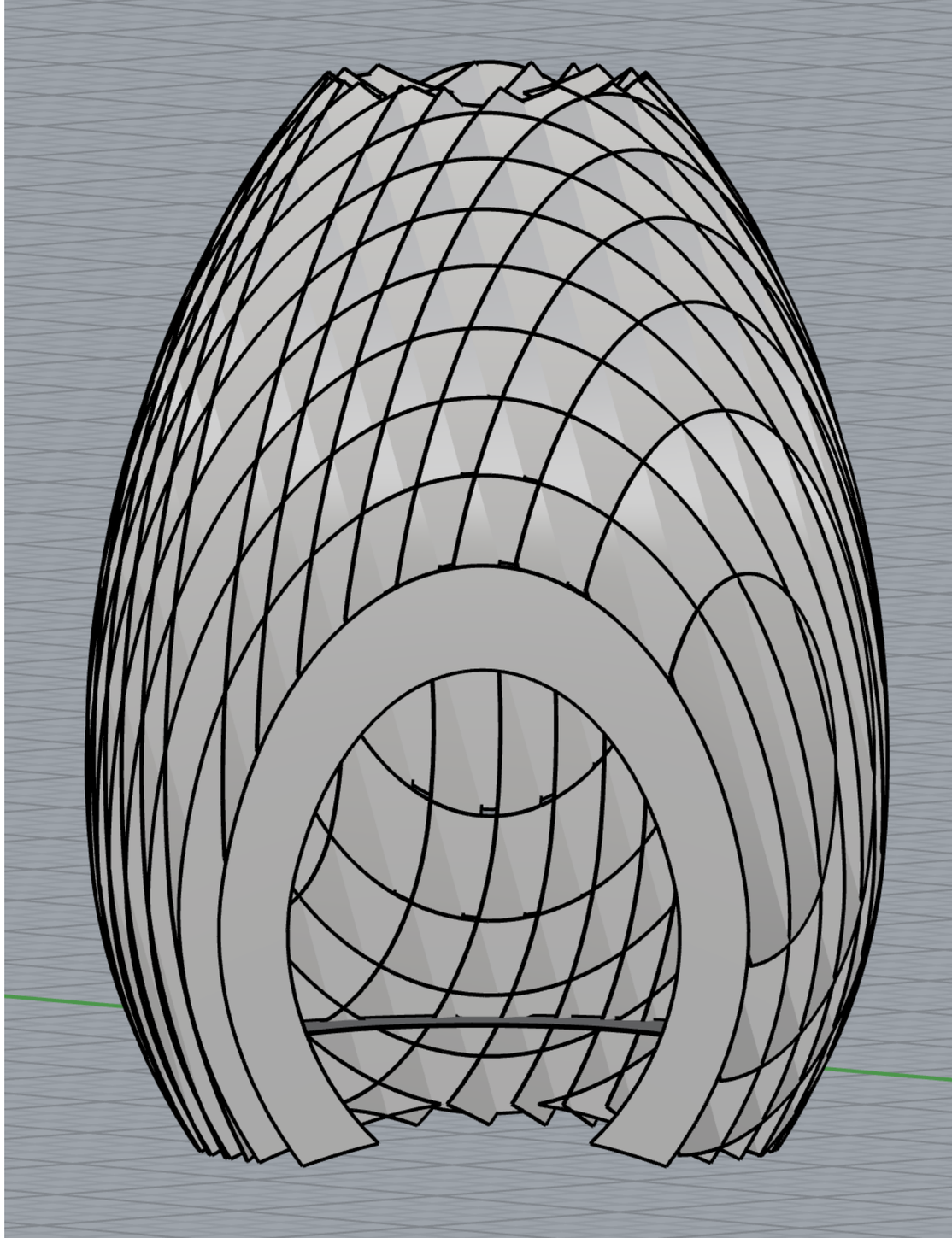
Cairn Version 2



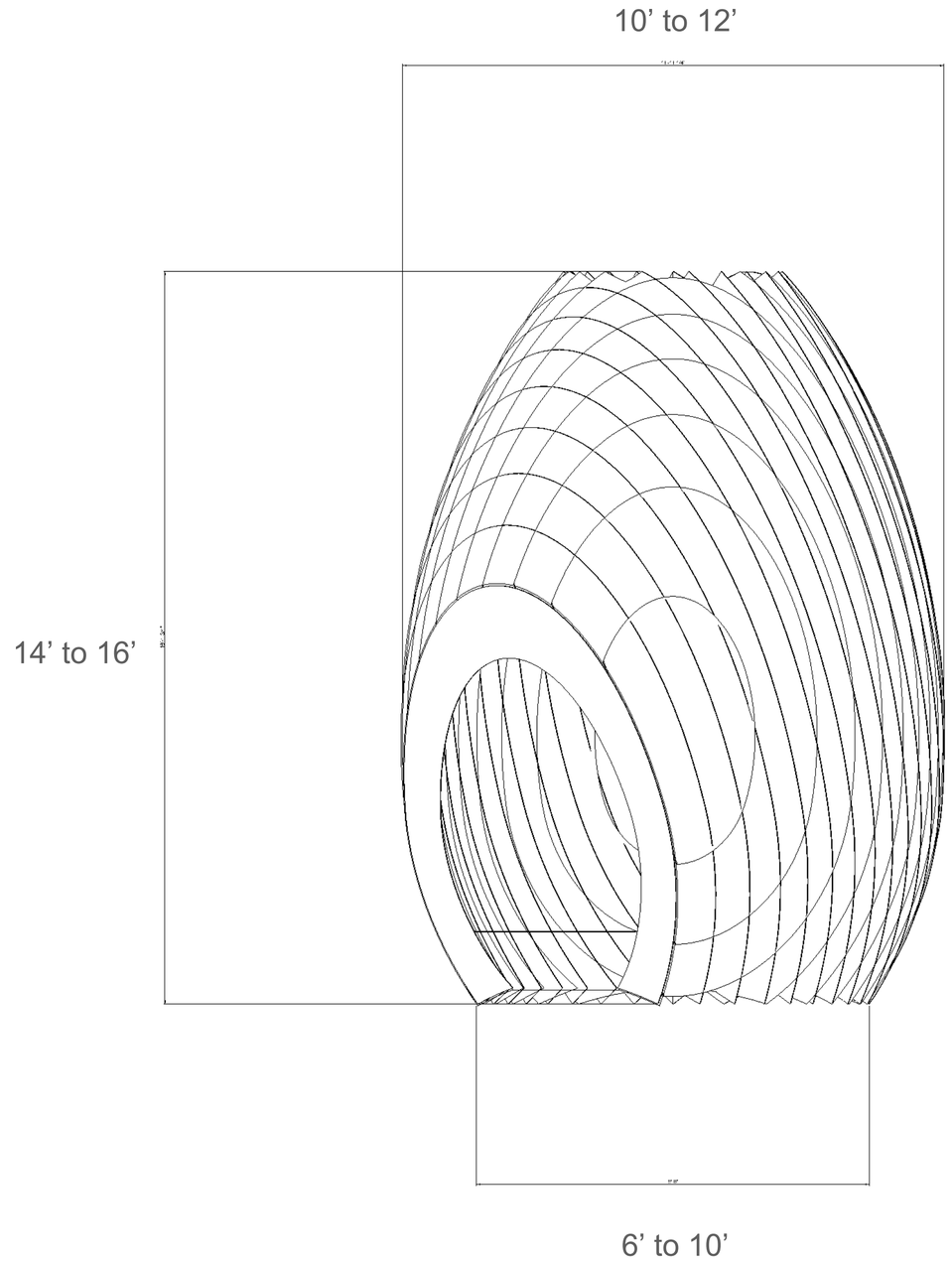
Video

Below is an original shot from cairn version two. We thought the version to the right felt more like a pinecone.





Version 2 Dimensions

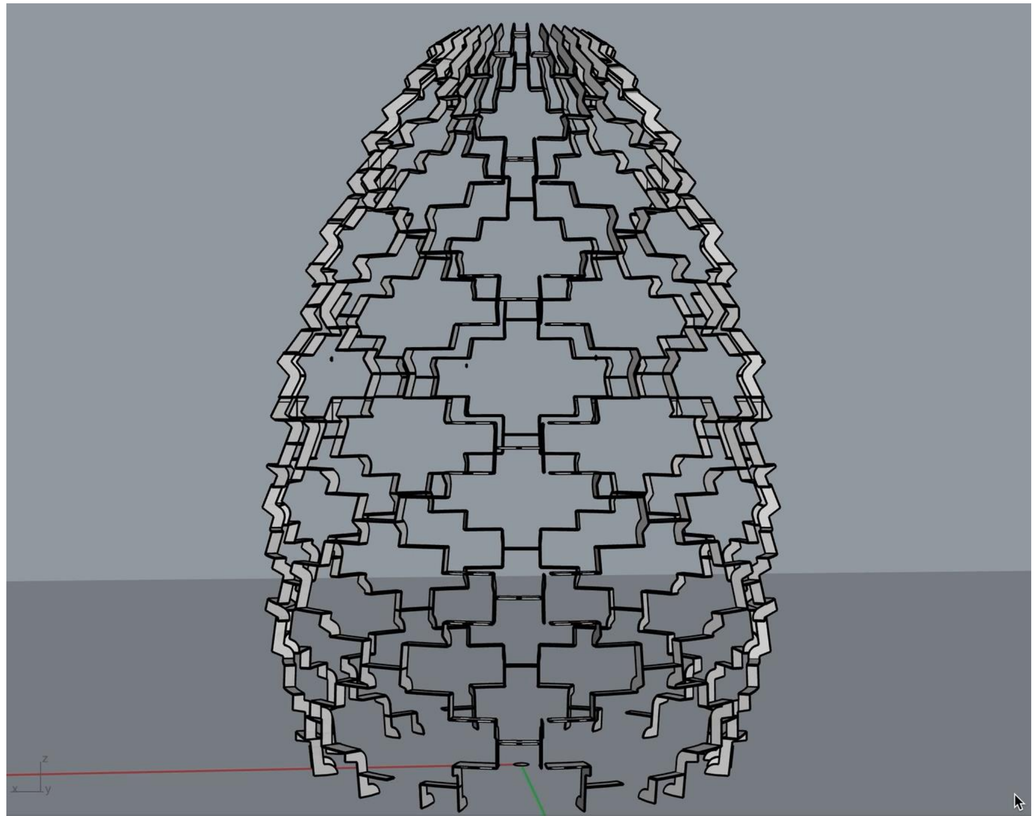


My teammate Graham’s related previous work.



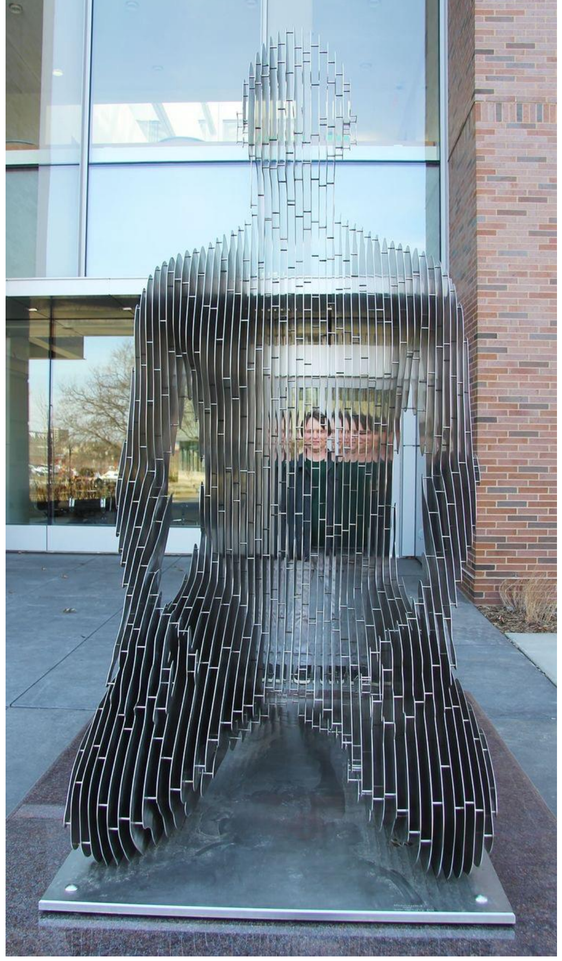
Cairn Version 3 - Work in Progress

We would love to develop this version further.



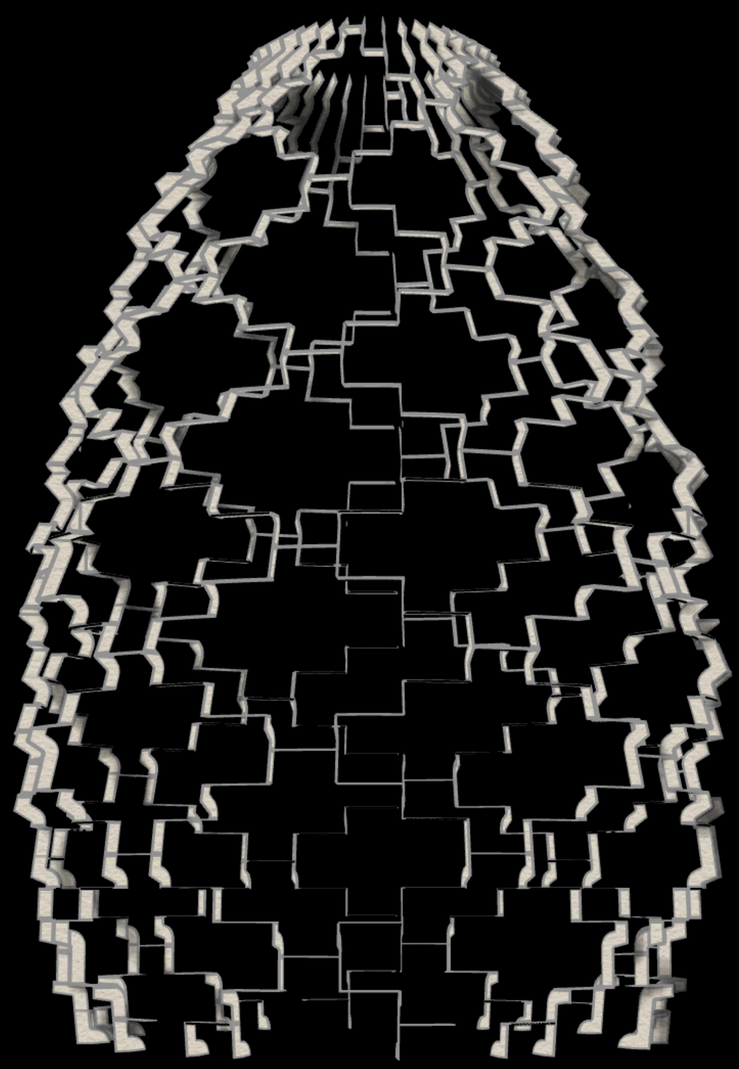
Medium inspiration examples by various artists

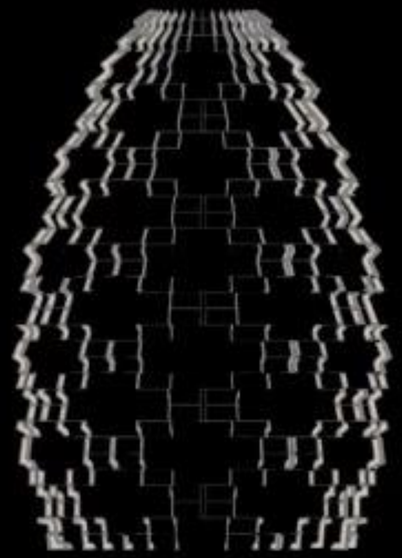






Video





Night view

Pinecone Cairns Around Brian Head

Ideally three Pinecone Cairns will be placed in some of the following areas: hiking entrances, on trails, Brian head peak, ski areas, and focal points in town. These smaller sculptures entice guests with a scavenger hunt-like search. They include informational plaques with clues to find other cairns. They are without doors, powder coated in solid bold colors that are resilient to vandalism with easy paint brush ups. Perhaps a 2’ tall version can be placed in a more hidden location determined by Brian Head Park Staff. This one could change locations annually and be more challenging to find. All can be lit from the inside with solar lights.



6’ Version 1 for Trailhead

While we are planning to “blow your socks off” with a $100,000,00 budget, we are also open to the following project iterations starting at $60,000.00.

$60,000.00
A centerpiece sculpture at Bristlecone Park.

$75,000.00
A centerpiece sculpture at Bristlecone Park, entrance lanterns and pinecone cairn on Brian Head peak.

$100,000.00
A centerpiece sculpture at Bristlecone Park, entrance and ski area lanterns and as many as 3 pinecone cairns to be placed at a trailhead, on trails, the ski area, Brian Head peak and other spots to be determined with Brian Head Park Staff.

Please see attached email for 100k budget project that can be scaled down into the above options.

Notes

Durability and Maintenance

We will use materials that are durable in the extreme changing climate of Brian Head including appropriate outdoor metals and epoxy paint. The interlocking star shapes allow for the linear coefficient of thermal expansion, which in carbon steel is 1” per linear mile. In final design stage all of our changeable designs will go through full durability development with a structural engineer.

All of the work can have power-washing or water and rag cleaning when necessary.

Foundation

Though it isn’t listed there is room in the budget for foundations.

Benches

Can be wood or metal.

Brian Head Pinecone Inspiration











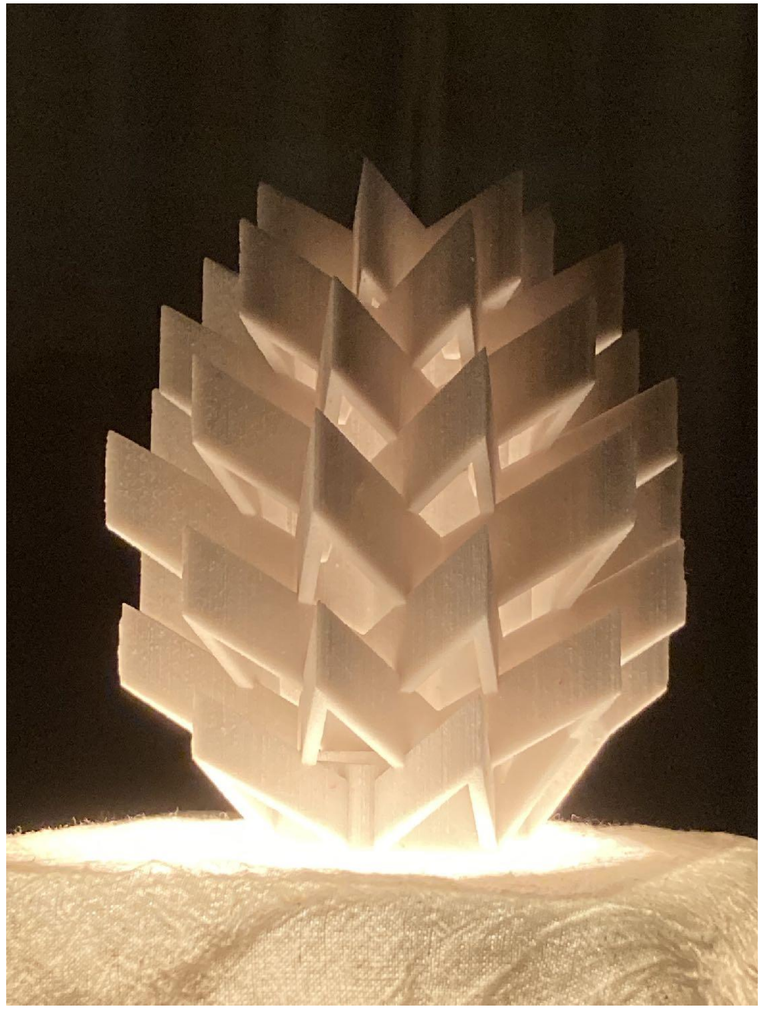
Three stages of bristlecone

Color palette inspiration



Toys!

Who doesn’t want a glowing pinecone? This would be lit from inside with LED changing lights. Toys and merchandise inspired by our *Pinecone Cairns* can be developed with Brian Head after our initial project.



Logos!

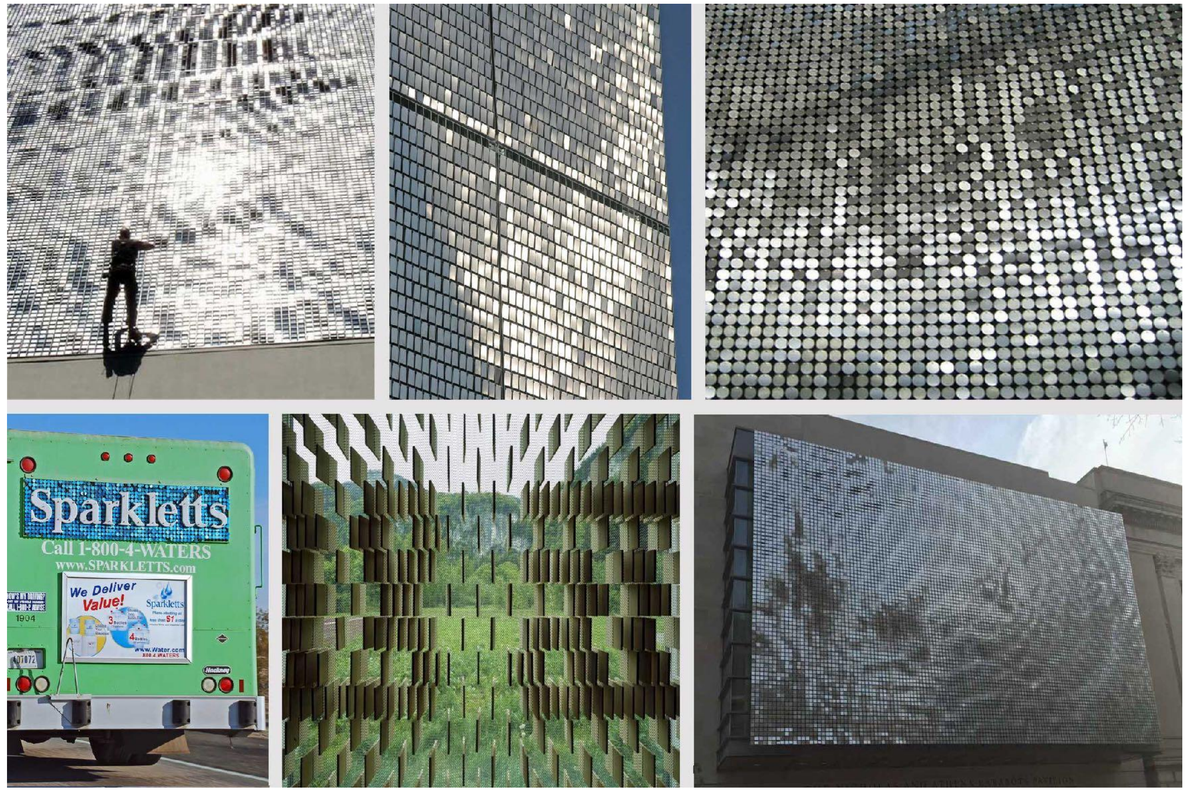
We would love to dive into designing logos for Brian Head inspired by our cairns. These could also include skis, the landscape and recreational imagery.





Aspen and Bristlecone

The work we are proposing lends itself to more related work, especially with the coming development in the area. We would love to also make future designs with other local natural features in mind like the bristlecone tree itself and aspens, which would inspire kinetic, wind activated work.



Kinetic medium examples by various artists





BJM

Morning Glory



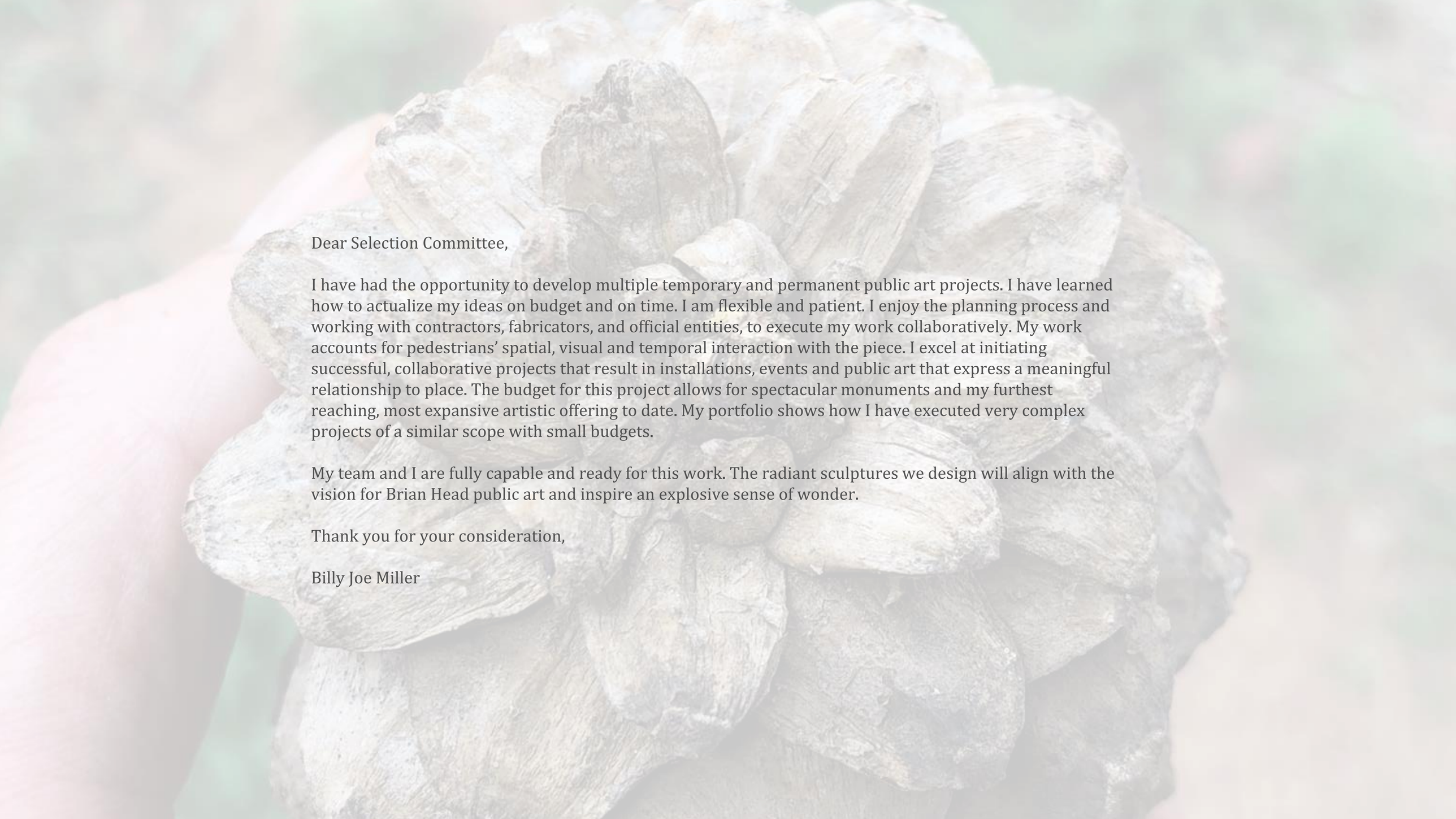












Dear Selection Committee,

I have had the opportunity to develop multiple temporary and permanent public art projects. I have learned how to actualize my ideas on budget and on time. I am flexible and patient. I enjoy the planning process and working with contractors, fabricators, and official entities, to execute my work collaboratively. My work accounts for pedestrians' spatial, visual and temporal interaction with the piece. I excel at initiating successful, collaborative projects that result in installations, events and public art that express a meaningful relationship to place. The budget for this project allows for spectacular monuments and my furthest reaching, most expansive artistic offering to date. My portfolio shows how I have executed very complex projects of a similar scope with small budgets.

My team and I are fully capable and ready for this work. The radiant sculptures we design will align with the vision for Brian Head public art and inspire an explosive sense of wonder.

Thank you for your consideration,

Billy Joe Miller

EAST BAY RESIDENTIAL

Graham Ansell
General Contractor

1545 Dwight Way
Berkeley, CA 94703
505-382-3571
eastbayresidential@gmail.com

PROPOSAL

This document serves as an estimate for the construction and installation of the Bristlecone Park Pavilion as proposed by Billy Joe Miller.

SCOPE OF WORK AND PRICING

CONSTRUCT STEEL STRUCTURE USING 7 GA (3/16") HOT ROLLED STEEL
- 48 INTERLOCKING SECTIONS - WELDED - PREP PAINTED -

CONSTRUCT or FORTIFY CONCRETE PAD TO MEET ENGINEERING REQUIREMENTS (TBD)

INSTALL STRUCTURE, ONSITE WELDING, FINAL PAINTING

FABRICATION LABOR

SHOP

1. Laser cut steel trapezoidal panels with alignment notches

   30 sheets of 7 GA 48" x 96" HR Steel
   18 sheets of 7 GA 60" x 96" HR Steel
   12 per row x 8 rows = 96 trapezoidal panels
   2 notches per panel = 192 alignment notches

   40 hrs laser cutting @ $120 / hr $4,800.00

2. Weld trapezoidal panels atop 45 degree triangular jig to create 48 separate triangular interlocking sections

   12 working days (96 hrs) @ $60 / hr $5,760.00

   Metal chasing / cleanup

   6 working days (48 hrs) @ $ 40 / hr $1,920.00

3. Laser cut parts for benches

   8 sheets of 7 GA 48" x 96" CR Steel

   2 working days (16 hrs) @ $120 / hr $1,920.00

4. Weld / chase Benches

   4 working days (32 hrs) @ $60 / hr $1,920.00

5. Prep paint triangular interlocking sections, leaving future weld sites unpainted

   120 Gallons (15 Gallons per color, 8 colors)

   14 working days (80 hrs) @ $60 / hr $4,800.00

ESTIMATED SHOP LABOR TOTAL:

Laser Cutter hours:			
	56	x $120 / hr	$6,720.00
Welder hours:			
	128	x $60 / hr	$7,680.00
Metalworker hours:			
	48	x $40 / hr	$1,920.00
Painter hours:			
	80	x $60 / hr	$4,800.00
		SHOP LABOR TOTAL:	**$21,120.00**

ON SITE

2 Laborers (L), General Contractor (GC), Crane Operator (CO), Electrician (E), and Welder (W) over the course of 5 working weeks

1. Transportation from shop to site

   3 working days (24 hrs) L, GC

2. Assemble triangular interlocking sections, weld bottom row in place (6 sections)

   3 working days (24 hrs) L, GC, W

3. Affix bottom row to concrete pad using anchors according to engineering specs

   2 working days (16 hrs) L, GC

4. Add triangular interlocking sections using crane, weld in place

   10 working days (80 hrs) L, GC, CO, W

5. Metal chasing / cleanup

   2 working days (16 hrs) L, GC

6. Final painting

   2 working days (16 hrs) L, GC

7. Lighting

   4 working days (32 hrs) L, GC, E

8. Punch list / detail

   2 working days (16 hrs) L, GC

ESTIMATED ON SITE LABOR TOTAL:

Laborer hours:	(224 hrs x 2 Laborers)	
	448 x $30 / hr	$13,440.00

General Contractor hours:			
	224	x $75 / hr	$16,800.00
Crane Operator hours:			
	80	x $120 / hr	$9,600.00
Welder hours:			
	104	x $60 / hr	$6,240.00
Electrician hours:			
	32	x $120 / hr	$3,840.00
		TOTAL:	**$49,920.00**

ESTIMATED LABOR SUBTOTAL:	**$21,120.00**	**SHOP**
	+ $49,920.00	**ON SITE**
	$71,040.00	

PLEASE NOTE

This estimated number of $71,040.00 for labor is a rough estimate based on preliminary sketches. This number does not include cost of materials.

All labor charges shown include cost of insurance.

MATERIALS

7 GA 48" x 96" CR Steel

30 sheets @ $298.00 ea	$8,940.00

7 GA 60" x 96" CR Steel

18 sheets @ $372.48 ea	$6,704.64

Outdoor epoxy paint

Approximately 3,000 square feet of painted surface area

3,000 sqft @ $2.35 sqft	$7,050.00

Anchor bolts

GRK 11420 Tapcon Concrete Screw Anchors ½" x 8"

30 @ $4.40 ea	$132.00

Lights

12 @ $89.00 ea	$1,068.00

MATERIALS SUBTOTAL:	**$23,894.64**

PLEASE NOTE

This estimated number of $23,894.64 is only an estimate and is *subject to change*. Material prices fluctuate with market demand and can change between issue of

proposal and time of purchase. Environmental factors of the jobsite can impact the quantity of materials needed for certain operations and can contribute to unforeseen material expenses. All purchases will be documented and included in weekly invoices.

OVERVIEW

FABRICATION / INSTALLATION ESTIMATE:	**$71,040.00**
MATERIALS ESTIMATE:	**$23,894.64**
ESTIMATED TOTAL COST OF PROJECT:	**$94.934.64**

SCHEDULE

Schedule will be arranged with Brian Head Town Council and Parks Management. Estimated time of completion is 6-8 weeks of shop prep, and 4-5 weeks of installation, taking place over a period of 4-6 months.

Thank you, and I look forward to working with you!

Graham Ansell



BRIAN HEAD
TOWN

Brian Head, Utah
Public Art Proposal

"Brian"

Artist: Terrence Martin

JAGGEDGE
Metal Art

Locations


Bristlecone park
Nature's Re
Brian Head
Village Building Q
Location 2
Brian Head Reservoir
S Vasels Rd
Location 1
Bristlecone Pond
Brian Head Fire
Department
S Vasels Rd
143
143

LOCATION 1 Bristlecone Park




Brian Head Reservoir
S Vasels Rd
S Vasels Rd
487

LOCATION 2

Bristlecone Pond




Brian Head Reservoir

Design Concept




THE TALES
OF
BRIAN HEAD





MATERIAL

Stainless & Rusted Corten Skin





Stainless Skin

Rusted Corten Skin



Quilt Like Skin (Example)



Additional Features













Fire Pit Additions

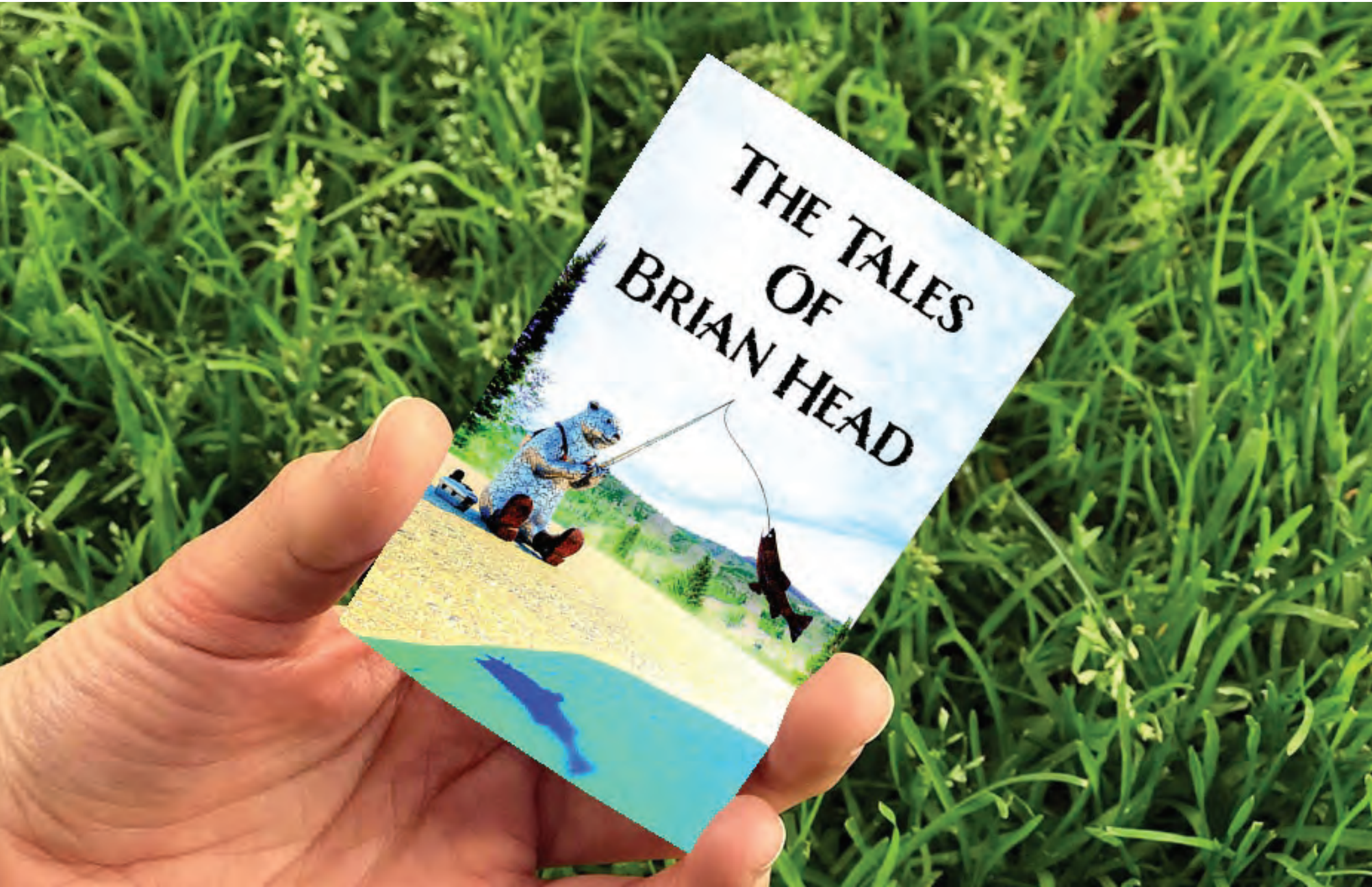








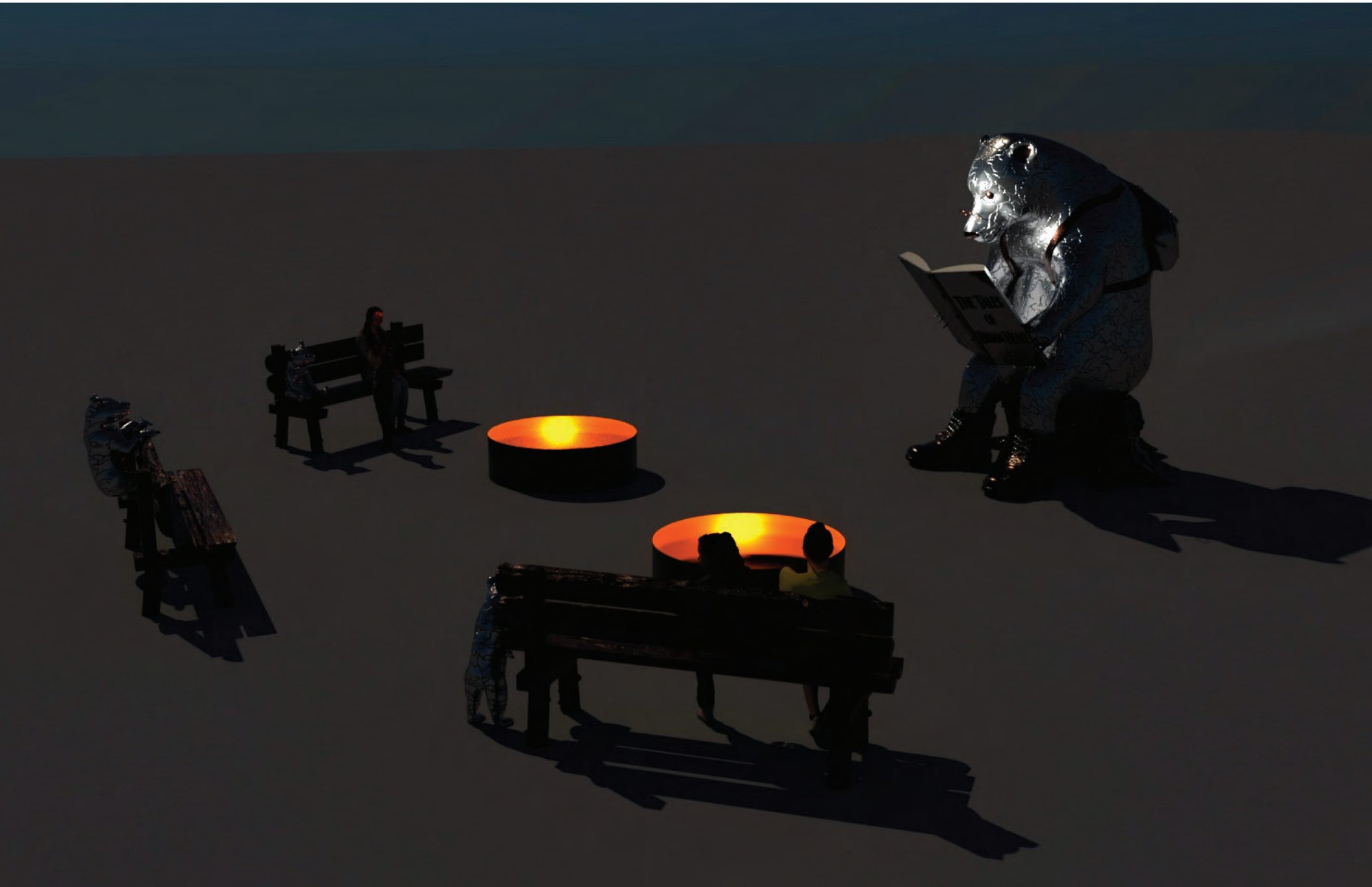
Storybook



Installation



LIGHTING




THE TALES
OF
BRIAN HEAD


THE TALES
OF
BRIAN HEAD


THE TALES
OF
BRIAN HEAD


THE TALES
OF
BRIAN HEAD

Timeline

September-November	Design and Development
December	Materials and supplies acquisition
January 2022- June	Commence Fabrication
July	Delivery and Installation
August	Unveiling

Budget

Artist Fee	$8,000
Design and Development	$4,000
Engineering	$5,000
Materials/Supplies/Hardware	$26,000
Concrete Footing	$6,000
Travel/Delivery	$5,000
Labor (shop/onsite)	$25,000
CNC laser cutting	$6,000
Lighting	$2,500
Insurance/permits/taxes	$6,000
Contingencies	$2,000
Total	**$95,500**

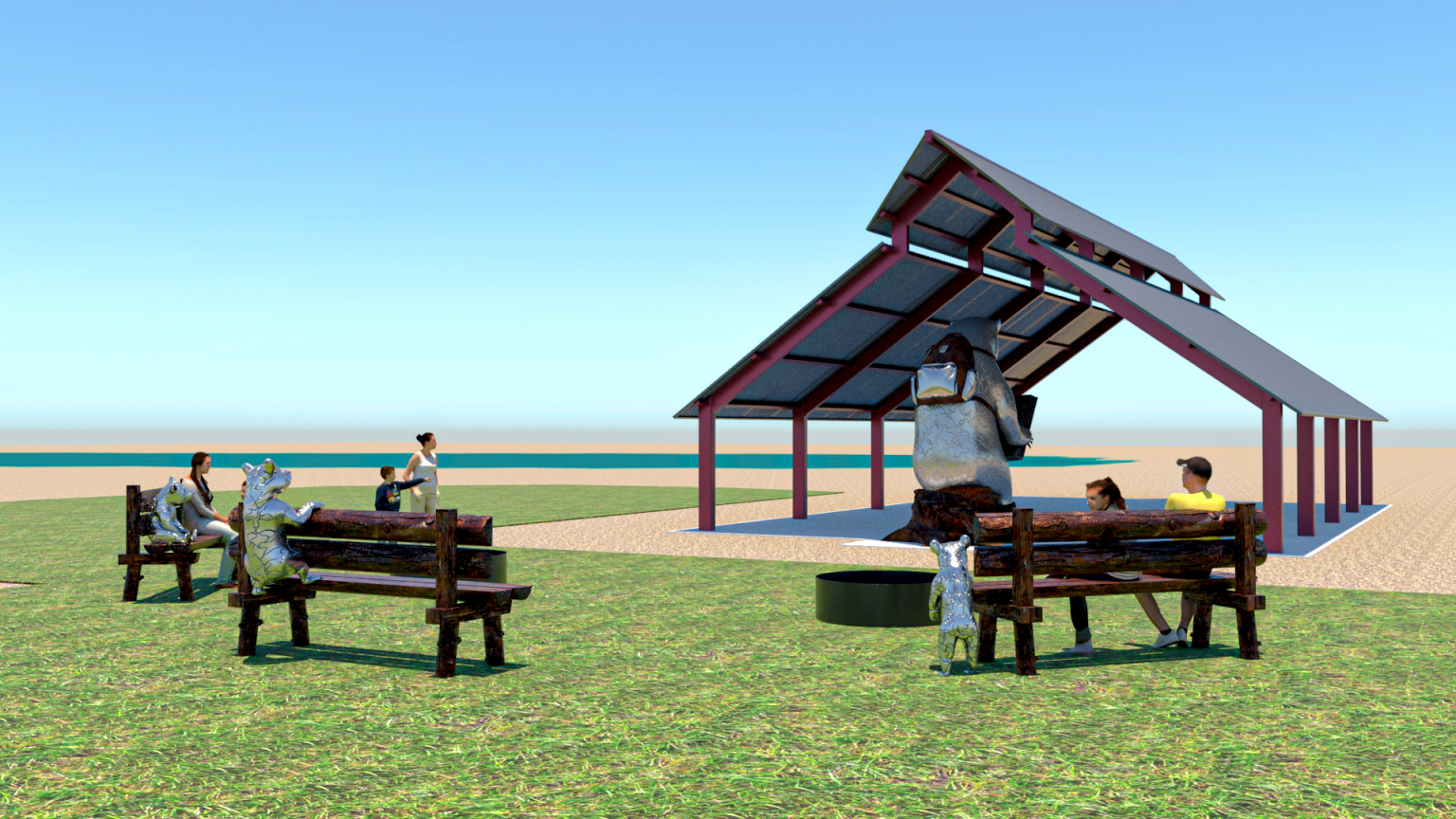
Final Statements

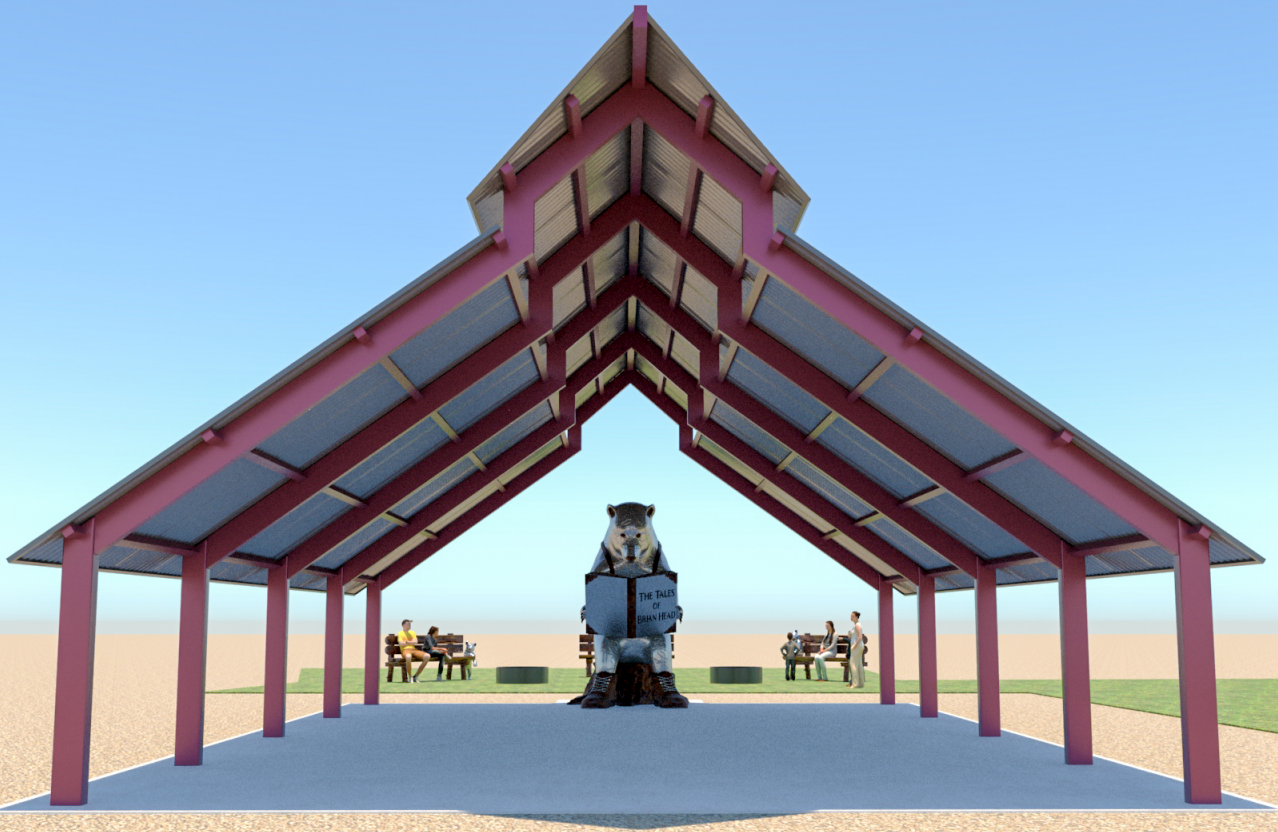




Thank You

JAGGEDGE
Metal Art



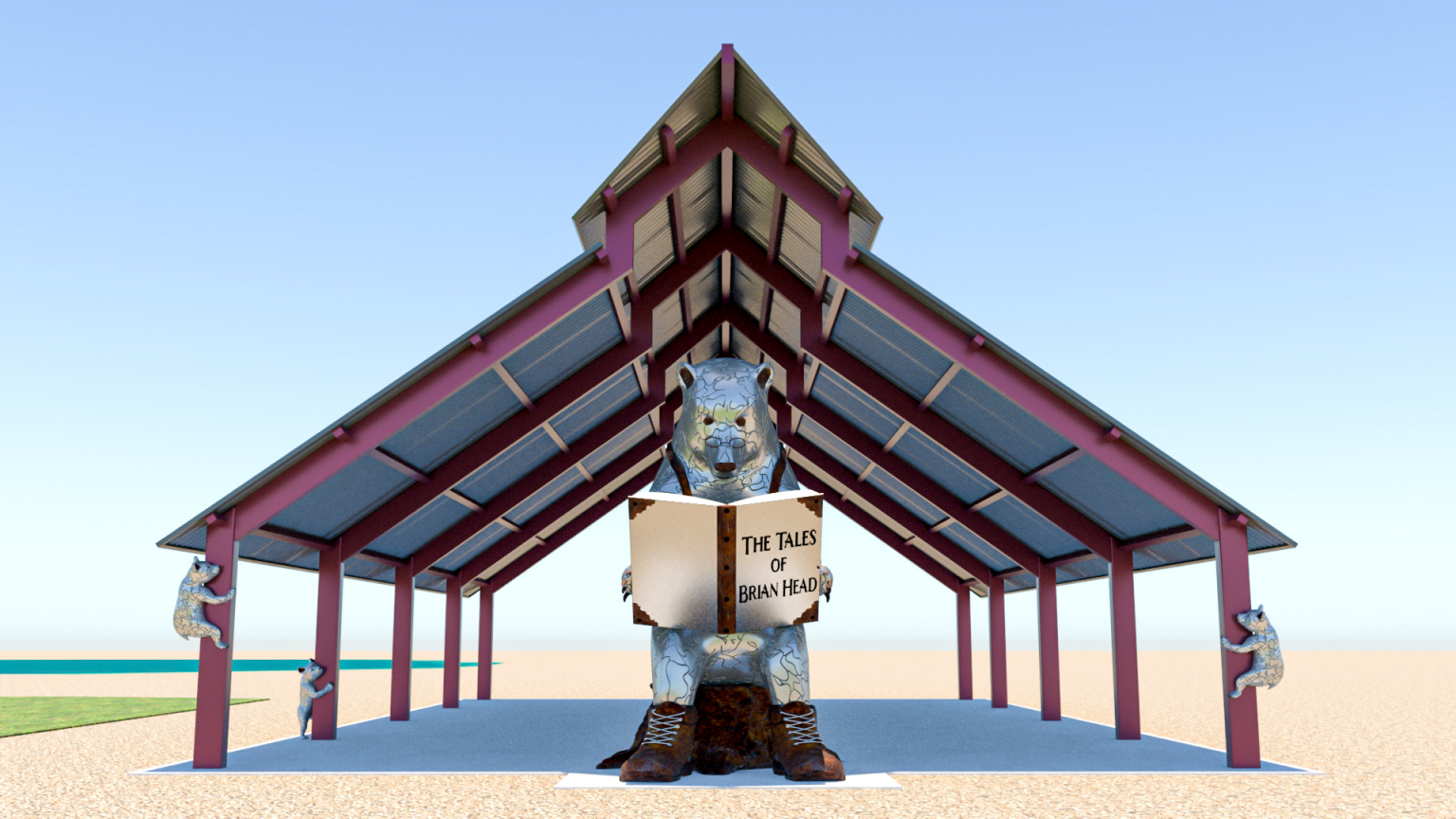

THE TALES
OF
BRAN HEAD


THE TALES
OF
BRIAN HEAD

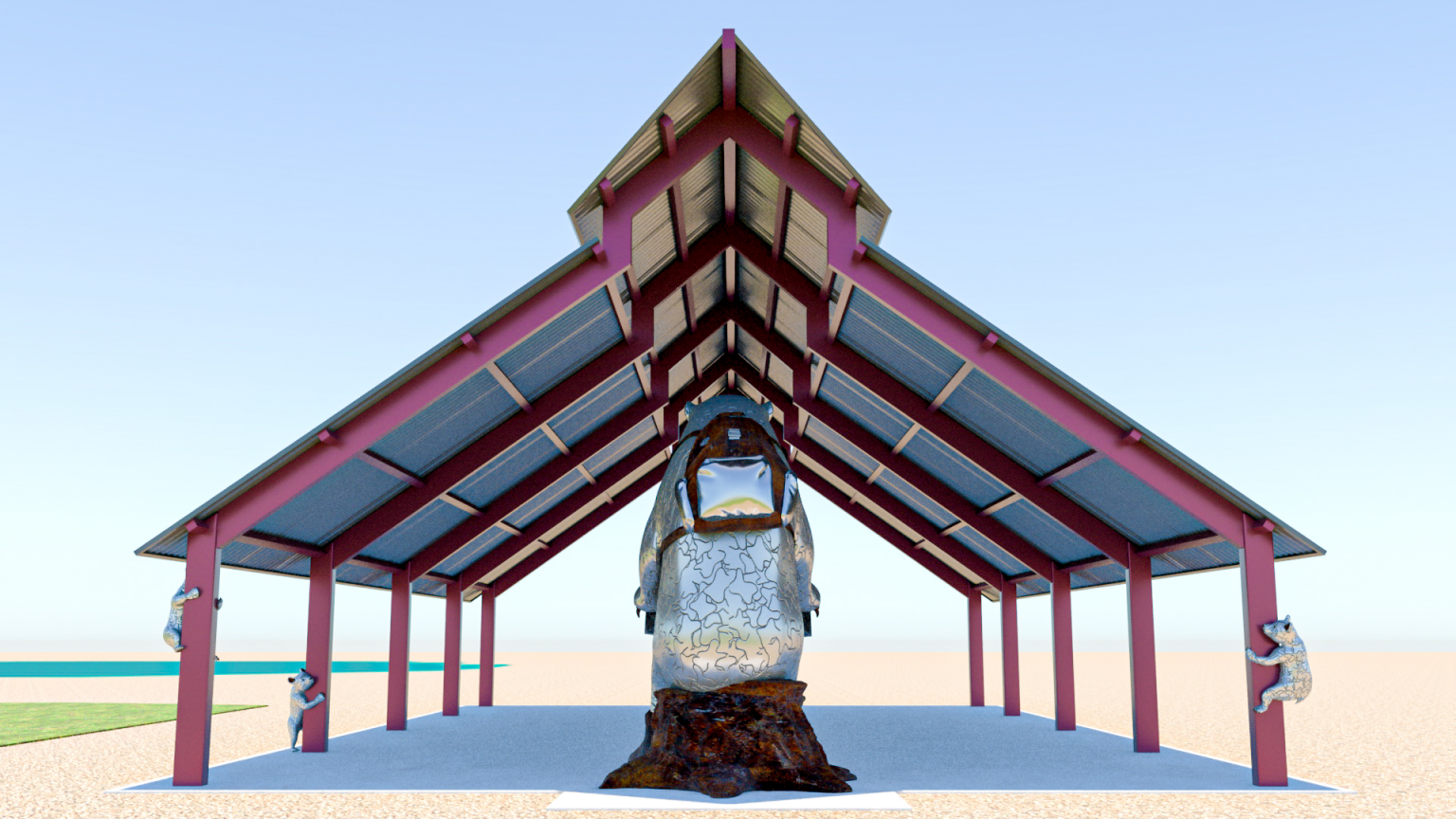

THE TALES
OF
BRIAN HEAD






THE TALES
OF
BRIAN HEAD






THE RULES
OF

STAFF REPORT TO THE TOWN COUNCIL

SUBJECT: Special Assessment Area Policy Amendment
AUTHOR: Nancy Leigh, Town Clerk
DEPARTMENT: Administration
DATE: September 14, 2021
TYPE OF ITEM: Legislative Action

SUMMARY:

The Council will consider a resolution amending the 2009 Special Assessment Area Policy. The proposed amendments clean up some of the language, remove the 2009 construction costs identified in the policy and identify properties/lots instead of lineal foot frontage as the determining factor for a Special Assessment Area petition.

BACKGROUND:

In 2008, the Town annexed 386 acres which included several subdivisions that were platted from the 1960's, currently the area is known to staff as the "annexed area" which included several subdivisions with no infrastructure improvements other than the roads the Town has worked to improve since the 2008 annexation. Water and sewer improvements have been very minimal in the area until 2019 when the Town was able to obtain grant funding for the Mountain View Waterline Project. When the area was annexed in 2008, the Council determined that property owners who desired improvements in their neighborhoods should "pay for its own way and that all new development within the Town should provide complete infrastructure at the developer's expense". One of the determining reasons for this decision was due to the fact the Town did not collect enough property taxes or other revenue sources to construct public way improvement in the existing subdivisions.

In 2009, the Town Council adopted Resolution No. 391 establishing a policy for Special Assessment Areas (SAA). The policy outlined the SAA process along with construction costs for water, sewer and gravel road improvements.

Since 2009, the Council has received a total of four petitions for a SAA. Out of those four petitions, three of them have been within the last couple of years with two of them in the last year alone. The Steam Engine Meadows Phase 1-C Special Assessment Area will be the first SAA to begin construction this year and will be completed by 2022, this was followed by the Falcon Court / Forest Drive SAA which is in the beginning stages of the SAA process.

In 2019, the Mountain View Waterline project begin to install a waterline down Mountain View Drive. The waterline was initially identified as a transmission line and after a year and testing, the waterline was then identified as a distribution line to where property owners could connect to the Town's water system. This opened up areas that previously didn't have the ability to install waterlines to begin connecting to the Town's water system. With the change in the Town Code requiring new construction connect to the Town's water system if their property is within three-hundred feet (300') from their further point of their property of a waterline.

ANALYSIS:

One of the current driving factors for SAA's is due to the recent decision of the Southwest Public Health Department to limit septic tank permits to only those properties that do not have year-round access, the SAA has now become a solution to property owners to connect to the Town's water system, thereby, expanding the Town's water system to areas that were once a high risk for wildland fire.

Staff is requesting an amendment to change the current SAA Policy which requires a majority of the front lineal footage to be changed to a majority of the lots/properties within a SAA area. The assessment for the improvements is equally divided among each property owner, therefore, making it a cleaner fit for the SAA. We have also seen properties that already have improvements to them and are not participating in the SAA, but if any part of their property where the improvement crosses, their front lineal footage is required to be included even though the property/lot is not included in the SAA.

Another change staff is recommending are the construction costs that are identified in the policy itself. These costs are from 2009 and are not current construction costs. Staff is proposing to remove construction costs altogether from the policy.

State law does require a specific process to be followed and allows the municipality to identify those qualifiers (lineal frontage vs. lot/property). All SAA are required to follow the state laws which allows municipalities to identify the qualifiers for a petition. Once the petition is approved by the Council, then the SAA would follow state requirements, such as "Notice of Intent to Create", "Creation of an SAA" and the "Assessment Ordinance".

FINANCIAL IMPLICATIONS:

The financial implications are the costs associated with a SAA. If a SAA fails, the Town will still have the legal costs associated with the beginning stages of the process. If the SAA succeeds, then those costs are distributed within the assessment to the property owners.

BOARD/COMMISSION RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Staff recommends the Council approve the amendments proposed in the SAA Policy.

PROPOSED MOTION:

I move to adopt resolution No. 506, a resolution amending the Special Assessment Area Policy as proposed.

ATTACHMENTS:

A – Resolution amending the SAA Policy.

DRAFT

Brian Head Town

RESOLUTION NO. _____

A RESOLUTION AMENDING THE SPECIAL ASSESSMENT AREA POLICY FOR THE TOWN OF BRIAN HEAD AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, The Town Council adopted Resolution No. 391 in June 2009 establishing the Special Assessment Area Policy for Brian Head Town which subscribed to the concept that "development pays for its own way" and requires that all new development within Brian Head Town provide complete infrastructure at the developer's expense; and;

WHEREAS, the Town Council recognizes the benefit of public way improvements and supports the Special Service Area process for assisting property owners in completing such improvements; and

WHEREAS, the Town Council recognizes the need to amend the 2009 SAA policy to clarify the language in the 2009 SAA policy, remove the construction costs from 2009 the policy and identify per lot/property as the majority instead of requiring a majority of lineal front footage; and

NOW, THEREFORE BE IT RESOLVED by the Brian Head Town Council, that this Resolution amends the 2009 Special Assessment Area (SAA) policy for Brian Head Town as Attachment "A" "SPECIAL ASSESSMENT AREAS".

Section 1. The Brian Head Town Special Assessment Area Policy (attachment A) is hereby adopted by reference as the SAA policy for Brian Head Town; and

Section 2. EFFECTIVE DATE. This Resolution shall take effect upon its passage by a majority vote of the Brian Head Town Council; and.

Section 3. SEVERABILITY CLAUSE. If any section, subsection, sentence, clause, phrase, or portion of this resolution is for any reason, held invalid or unconstitutional by any court or competent jurisdiction, such portions shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Resolution.

Section 4. REPEALER, any prior resolutions and/or policy which identifies Special Assessment Area for Brian Head Town are hereby repealed.

DRAFT

ADOPTED, APPROVED, and ORDERED by majority vote at a duly called meeting of the Town Council of Brian Head, Utah this ____ day of September 2021.

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

_____
Clayton Calloway, Mayor

ATTEST:

_____
Nancy Leigh, Town Clerk

(SEAL)

Formatted: Font: 12 pt

Brian Head Town
~~*Public Works Department*~~

Formatted: Font color: Red, Strikethrough

Special Assessment Areas

What is a Special Assessment Area?

A Special Assessment Area (SAA) is an area legally defined through ordinance by the Town Council for the installation of public way improvements. Public way improvements may involve the installation of curb and gutter, sidewalks, and drive approaches where such improvements have not previously existed. Improvements may also include roadway and drainage improvements, accessibility ramp construction, and installation of culinary water and sanitary sewer systems. All SAA improvements must extent from existing similar Town owned and approved facilities. SAA projects upgrade the community through the elimination of drainage problems, pedestrian safety concerns, ~~year-round~~year-round access, fire protection and unsightly conditions in the public way.

Formatted: Justified

What does it Cost?

Formatted: Font color: Red, Strikethrough

Formatted: Justified

~~Improvement costs for Water Systems are between $75 to $90 per linear foot. Sewer System Improvements are $50 to $60 per linear foot and Gravel Road construction to Town Standards is $35 to $45 per linear foot (2009 estimated costs). These figures are provided for property owner cost estimating only;~~ A~~a~~ctual costs may vary based on specific construction needs and bids received from contractors when the Special Assessment Area is created. The sponsor of the SAA will work with the Town on preliminary engineering estimates for improvements.

At the completion of the project when actual costs are determined, a special tax assessment is placed on all abutting properties according to the proportional benefit received from the public way improvements. Property owners can pay the assessment in one lump sum or through equal annual installments. The installment plan for Water, Sewer and Street Extension SAA's are generally spread over ten years. Interest charges are accrued on the unpaid balance at a rate established by the Town Treasurer. This interest rate is set when the Town obtains a municipal bond for the project. Favorable interest rates have always been obtained because of the excellent bond rating held by Brian Head Town. Property owners who p~~l~~ay the entire assessment within fifteen days of the initial notification avoid any interest charges.

How do I get an SAA in my neighborhood?

Property owners can petition the Town for the installation or reconstruction of public way improvements through a Special Assessment Area. Those signing the petition must be the owners of the properties adjacent to the requested public way improvements, not residents that are renting or leasing the property. A petition form is provided at the end of this information sheet for your use in collecting signatures and determining support of the proposed project. Apparent support of the project, as indicated by those signing the petition, must represent greater than 50% of the total ~~lineal front footage~~properties/lots of the proposed public way improvements for the Town Council to accept a petition and ~~to~~ consider the creation of a Special Assessment Area.

Once the sponsor has acquired the required signatures that meet the majority of the property owners who are in favor of a SAA, the petition is to be submitted to the Town Clerk for verification of signatures and legal property owners. Once confirmed, the Town Clerk will present the petition to the Town Council for approval.

Formatted: Font: 12 pt

Formatted: Justified

How long does it take?

Formatted: Justified

SAA petitions are given immediate attention. The time frame from receipt of a petition to construction is approximately 18 months (or sooner), pending the availability of capital improvement funding. Activities that occur during this time frame include public meetings to address property owner concerns, defining the project scope, designing the project, preparing cost estimates, determining the availability of funding, and complying with all SAA bonding requirements.

Please contact ~~Public Works Department at Brian Head Town~~the Town offices to obtain more information and/or assistance.
Phone: 435-677-2029

Petition on following page must be completed and signed by the legal owner of the property.

Formatted: Normal

Formatted: Font: 12 pt

Special Assessment Area Petition

Public Way Improvements

PETITIONERS' SPOKESPERSON:

_____**PHONE:** _____

MAILING ADDRESS: _____

PHYSICAL ADDRESS OF PROPERTY: SUBDIVISION:_____

UNIT: _____ **BLOCK:**_____ **LOT#**_____

LOCATION OF PROPOSED DISTRICT:

_____
_____
_____
_____
_____
_____

SPECIFIC IMPROVEMENTS REQUESTED:

☐ **Sidewalk**
☐ **Curb and Gutter**
☐ **Drive Approaches**
☐ **Total Street Reconstruction**
☐ **Water System**
☐ **Sewer System**
☐ **Gravel Road Construction**
☐ **Paved Road Construction**
☐ **Other:** _____

ADDITIONAL COMMENTS OR REQUESTS:

_____
_____
_____
_____

Formatted: Font: 12 pt

_____
_____
_____
_____
_____

Special Assessment Area Petitioners

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Formatted: Font: 12 pt

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

Signature: _____ **Date:** _____

(Print Name: _____**)** **Phone:** _____

Mailing Address: _____

Subdivision: _____ **Unit**_____ **Block** _____**Lot**_____

(Attach additional sheets as needed)