

The Regular Meeting of the  
Brian Head Town Council Acting as the Governing Board for  
Brian Head Redevelopment Agency &  
Brian Head Special Service District  
Brian Head Town Hall - 56 North Highway 143  
Brian Head, UT 84719  
**MONDAY, JUNE 10, 2019 @ 1:00 PM**

# AGENDA

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. DISCLOSURES**
- D. REPORTS / PUBLIC INPUT (Limited to three (3) minutes) Non-Agenda Items**
- E. AGENDA ITEMS:**
  - 1. STEAM ENGINE MEADOWS PHASE 1C SPECIAL ASSESSMENT AREA DISCUSSION.** Bret Howser, Town Manager. The Council will give direction on the Steam Engine Meadows Subdivision Phase 1C Special Assessment Area.
  - 2. PUBLIC HEARING FOR FISCAL YEAR 2019 AMENDED BUDGETS.** Cecilia Johnson, Town Treasurer. The Council/Board will hold a public hearing to receive comment on the proposed fiscal year 2019 budget amendments for the Town, Redevelopment Agency and Special Service District ending June 30, 2019. Comments are limited to three minutes and written comments may be submitted to the Town Clerk no later than noon on June 10, 2019.
  - 3. PROPOSED ORDINANCE AMENDING TITLE 3, CHAPTER 1, CHAPTER 2A AND CHAPTER 2B LICENSING, FOR NIGHTLY RENTALS.** Bret Howser, Town Manager. The Council will consider a third draft ordinance amending Chapter 1, 2A, 2B of Title 3 (Licensing) for nightly rentals.
  - 4. ORDINANCE AMENDING THE RESIDENTIAL FIRE SPRINKLER CODE.** Bret Howser, Town Manager. The Council will consider an ordinance amending the residential fire sprinkler code.
  - 5. ORDINANCE & RESOLUTIONS ADOPTING THE FISCAL YEAR 2020 BUDGETS FOR TOWN, RDA AND SSD.** Cecilia Johnson, Town Treasurer. The Council / Board will consider an ordinance adopting the fiscal year 2020 budgets for the Town, Redevelopment Agency and Special Service District.
  - 6. RESOLUTION AMENDING THE PERSONNEL POLICY AND PROCEDURE FOR POLICE OVERTIME.** Cecilia Johnson, Town Treasurer. The Council will consider a resolution amending the Personnel Policy and Procedure Manual for police overtime.
  - 7. POTENTIAL FUTURE AGENDA ITEMS.** The Council will discuss potential future agenda items
- G. CLOSED SESSION OF THE TOWN COUNCIL** to discuss the sale, lease or purchase of real property. And to discuss the character, professional competence, or physical or mental health of an individual
- H. ADJOURNMENT**

**Date: June 7, 2019**

Available to Board Members as per Resolution No. 347 authorizes public bodies, including the Town, to establish written procedures governing the calling and holding of electronic meetings at which one or more members of the Council may participate by means of a telephonic or telecommunications conference. 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 public and conspicuous places within the Town Limits of Brian Head; to wit, Town Hall, Post Office and The Mall on this 7<sup>th</sup> day of June 2019 and have posted such copy on the Utah Meeting Notice 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



# Budget Monitoring - General Fund

Year: 2019

Month: May

	Bud thru May	YTD thru May	Pace	Annual Budget	Projection	C*
<b>Revenues</b>						
Taxes	\$1,547,493	\$1,637,609	106%	\$1,627,500	\$1,729,022	
Licenses & Permits	\$288,040	\$332,653	115%	\$314,200	\$363,404	
Intergovernmental Revenue	\$149,833	\$125,080	83%	\$165,100	\$129,416	
Charges for Service	\$191,920	\$190,991	100%	\$209,941	\$209,041	
Other Revenues	\$56,299	\$52,393	93%	\$65,667	\$55,576	
<b>Total Revenue</b>	<b>\$2,233,585</b>	<b>\$2,338,725</b>	<b>105%</b>	<b>\$2,382,408</b>	<b>\$2,486,458</b>	

## Expenses

### General Government

Council	\$22,294	\$11,676	52%	\$23,746	\$20,309	
Administration	\$424,111	\$426,227	100%	\$448,892	\$450,989	
Legal	\$6,916	\$3,085	45%	\$7,000	\$7,000	
Building	\$20,498	\$20,333	99%	\$22,200	\$22,020	
Planning & Zoning	\$45,496	\$45,375	100%	\$52,632	\$52,835	
Marketing & Events	\$147,912	\$83,204	56%	\$161,650	\$90,932	
<b>Total General Government</b>	<b>\$667,226</b>	<b>\$589,899</b>	<b>88%</b>	<b>\$716,120</b>	<b>\$644,086</b>	

### Public Safety

Police	\$581,667	\$576,144	99%	\$625,301	\$619,235	
Fire	\$237,224	\$228,487	96%	\$254,871	\$245,415	
<b>Total Public Safety</b>	<b>\$818,892</b>	<b>\$804,631</b>	<b>98%</b>	<b>\$880,172</b>	<b>\$864,650</b>	

### Public Works

Highways	\$173,648	\$188,336	108%	\$215,269	\$220,512	
Shop & Garage	\$191,225	\$201,070	105%	\$198,860	\$209,099	
Recreation	\$31,526	\$13,067	41%	\$38,512	\$30,830	
<b>Total Public Works</b>	<b>\$396,398</b>	<b>\$402,473</b>	<b>102%</b>	<b>\$452,641</b>	<b>\$460,440</b>	

Transfers to Other Fund	\$232,516	\$620,000	129%	\$620,000	\$620,000	
<b>Total Transfers</b>	<b>\$232,516</b>	<b>\$620,000</b>	<b>267%</b>	<b>\$620,000</b>	<b>\$620,000</b>	

Operating Contingency	\$34,689	\$29,787	86%	\$40,000	\$35,000	
<b>Total Contingency</b>	<b>\$34,689</b>	<b>\$29,787</b>	<b>86%</b>	<b>\$40,000</b>	<b>\$35,000</b>	

<b>Total Expenses</b>	<b>\$2,149,721</b>	<b>\$2,446,790</b>	<b>114%</b>	<b>\$2,708,933</b>	<b>\$2,624,176</b>	
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**Total Revenues over Expenses**                      **\$83,863**      **-\$108,065**                      **-\$326,525**      **-\$137,718**

C\* = The confidence level of the formula-driven projection based on 5-yr seasonal model



## Brian Head Town Council Update

June 1, 2019

### *BRIAN HEAD MARSHALS OFFICE:*

It's that time of year when we can take a few deep breaths and try to catch up. Catch up on training, catch up on reports, catch up on maintenance, and catch up with life.

Deputies have experienced the slowdown of spring time. Now, this doesn't mean that they have slowed down and are doing nothing. They are now just changing their focus from running from call to call to maintenance of self and equipment. Deputies have spent some time this past month getting away and using some much needed vacation with friends and family. They have also been working hard at getting all of their equipment inspected and serviced appropriately as well as getting their needed trainings caught up.

Between the above mentioned items, deputies have still experienced some wild and crazy calls. Two of these happen to be on suicidal subjects. We're all blown away by how frequent we are dealing with mental health. It seems to be a trend across the country and we all have our suspicions of what is causing it. But regardless, I am really excited that we have been proactive in our approach and have attended some amazing trainings this past year in how to help the public when dealing with a mental health crisis. I never would have guessed we would be using this training in Brian Head on such a consistent basis.

Roads still seemed to be a challenge with the weather and winter just insisting on staying around. But deputies are always around and willing to help people get through our community during all months of the year.

We are pleased to announce that all but one member of the Town Staff and the Town Council have been trained and certified through FEMA. This past month we were able to host the "Introduction to Incident Management System" course. Hopefully those who attended found it beneficial.

### *SHIFTS AND NUMBER OF INCIDENTS FOR MAY*

- Day Shift = 11
- Swing Shift = 17
- Grave Shift = 3
  - Total Incidents for May = 32

## *TYPES OF INCIDENTS*

- Citizen/Motorist Assist –12
- 911/Alarms – 7
- Animal Problem – 1
- Parking Problem – 1
- Vehicle Accident – 3
- Alcohol/Drugs – 2
- Suspicious – 1
- Suicidal – 2
- Fire – 2
- Welfare Check – 1

## *BRIAN HEAD FIRE DEPARTMENT:*

The Brian Head Fire Department is ready for summer fire season. With the majority of the department refreshed and certified in wildland firefighting as well as pack tested. We feel confident going into this season. Our trucks and equipment are being serviced and inspected on an annual rotation. Deputy Benson and Abbott are servicing and inspecting our small engines and handling any repairs. Others are helping with sanding handles, sharpening tools, and inventorying. It is an impressive time of year to watch all that is going on around the station. We have a very loyal and dedicated number of firefighters.

We have a weight room! We are very excited to have a very nice and functional weight room. Thanks to a number of volunteers in getting it all put together and now being used daily. Bill Mulder and Jason Wallis were awesome and very instrumental at getting the equipment put together and the finishing touches put on it. The weight room has also turned out to be a recruiting tool for us as well. I have had about 4 members of our community come forward wanting to volunteer for the department in hopes of using the weight room.

More improvements have been done on the Public Safety Building in an effort to make it more functional as an EOC as well as for trainings and conferences. Cabinets have been installed and some new outlets put in or moved.









ONLY YOU CAN PREVENT  
WILDFIRES





**Brian Head Town**  
**Public Works Department Update**  
**June 10, 2019**

With a nice week of warmer weather (and no additional snow fall) the snow is melting at a good pace. Public Works welcomes this change in the weather and are taking advantage of it by getting to work on our spring projects that have been delayed due to the extended snow fall that we have been receiving. The following are the updates for each of the departments that we have been working on.

**Streets**

- Public Works will begin work on grading and patching of roads now that the mountain is starting to dry out.
- Crack Seal in the Trails at Navajo area
- Public Works has been working with UDOT to help install new culverts across the highway to help with handling the flood waters.

**Culinary**

- Salt Pile line Water Project has been awarded to Perco Rock. Public Works has been working our own loader and with help from the Resort clearing snow on the roads into this project areas to try and speed up the melting process a little faster.

- Mountain View Project is moving forward with the Town approaching CIB for more funding to get this project complete
- Meter Maintenance and installations of new meters.

### **Trail / Park**

- Lights have been repaired
- Repairs have been made to the dock from the damage that was caused by the ice moving around. As of last Monday the 3<sup>rd</sup> of June, we still were measuring 16 inches of ice on the pond by the dock area.
- Public Works is working on getting the Park area opened in anticipation of guests arriving on the Mountain.

### **Solid Waste**

- New Counter balanced lid dumpsters have been set out in the field
- Dumpster maintenance on current dumpsters (paint, labels, welding etc.)
- New Dumpster Site up in Steam Engine to help with waste being brought down to Forest Site.

### **In-house Projects**

Public works will continue to work on in-house projects and maintaining equipment as needed in anticipation of the busy workload that we have for this summer. Public Works staff was able to attend Flagger training with most of the crew getting their flagger cards renewed for three years (and all on same rotation).



New Style Counter Balanced Lids Front View



New Style Counter Balanced Lids Rear View



Flagger Certification class. ( all my crew on the front row)



Dock Repair



## STAFF REPORT TO THE TOWN COUNCIL

**SUBJECT:** Steam Engine SAA Update  
**AUTHOR:** Bret Howser  
**DEPARTMENT:** Administration  
**DATE:** June 10, 2019  
**TYPE OF ITEM:** Discussion

### SUMMARY:

The Council will consider whether to create a SAA for the Steam Engine Phase 1-C subdivision and pursue funding from the Permanent Community Impact Fund for completion of the utilities in that subdivision.

### BACKGROUND:

The Town was involved in financing improvements in Steam Engine Meadows Phase 1-C over a decade ago, creating an SAA and obtaining SAA bonds for water, sewer, and road improvements. In the wake of the Great Recession, the SAA failed, and many property owners were unable to pay their assessments. The Town took ownership of several properties and paid the remaining bond obligations from proceeds of a sale at auction of some of those properties as well as out of General Fund reserves. After the auction, the Town still owned 6 properties in the subdivision. Water and sewer improvements were mostly completed, and roads were roughed in. Gas and power improvements, which were never part of the SAA, were not completed by the contractor.

The subdivision remained in that state until December 2016 when the property owners at the time submitted a petition to the Town to create a SAA to complete the improvements. The Town Council accepted the petition and instructed staff to begin investigating options. However, the Town Council wished to sell the Town's remaining properties in the subdivision prior to moving forward with a SAA. These properties were all sold during 2018, and the Town has recovered all funds that it used from its General Fund to pay the remaining bond obligations on the original SAA.

In the meantime, staff has worked with property owners in the subdivision to develop estimates of costs to complete the improvements. In addition, staff has obtained preliminary approval from the Community Impact Board (CIB) for a loan to cover a portion of the expenses to complete the utilities in the subdivision. The Town is scheduled to approach the CIB for final funding on June 13.

Staff held a conference call with many of the property owners in the subdivision on April 30 to update them on cost estimates and the proposed terms of the SAA, and to ascertain their willingness to move forward. Staff currently estimates project costs at \$1.34M. Of this amount, CIB can finance the streets portion. The remaining amount would need to be funded up-front from the property owners (about \$18,000 each). The financed portion would be paid off over 15 years at 2.5% interest,

#### Estimated Construction Costs

Water	\$88,900
Sewer	\$23,137
Streets	\$933,336
Gas	\$68,000
Power	\$226,800
<b>Total Construction Cost</b>	<b>\$1,340,173</b>

which would result in an annual assessment of about \$4,800 per property. Staff is currently updating the road cost estimates with this year's figures, so these numbers will be changing.

### **ANALYSIS:**

During the Council meeting on May 13<sup>th</sup>, Council expressed a willingness to move forward with the SAA if 80% of the property ownership in the subdivision was on-board with project and the assessments.

There are 22 properties owned by 13 different owners. Currently, ten of the property owners (representing 82% of the property ownership) are an unequivocal "Yes". Two owners, representing three properties or 13%, were a "No" – one because he lives on the corner of the subdivision near the existing utilities and believes he can hook up himself for cheaper, and another because he can't afford it.

The last property owner, Hammon Brothers LLC out of Hildale UT, has yet to respond to emails or letters. Staff obviously has concerns about their ability/willingness to make SAA payments. We've double checked to make sure they're meeting their existing property tax obligations, and they are. Their payments are being made by another company out of Washington, UT, called Castellatum LLC. Staff is trying to get a hold of this company at present, and we'll hopefully have more information for the meeting on June 10<sup>th</sup>.

If Council wishes to move forward with the establishment of the SAA, staff recommends the following schedule for proceeding:

- Town Council officially creates SAA (June)
- Finalize Funding with CIB (June)
- SAA Agreements/Legal docs in place (June)
- Obtain portion of up-front funding from property owners (June)
- Engineering/Bid (or change order) (July)
- Proceed with project this summer if time permits

By establishing an SAA at this point, the Council will not be committing the Town to any major financial obligations yet. This will happen once the SAA agreements are drafted and approved by the Council as well as any bond documents with the CIB. In other words, the Council can create this SAA and keep the ball moving forward without putting at serious financial risk beyond paying attorneys to work up the documentation.

The CIB was particularly concerned about whether we were far enough along establishing the SAA when we first approached them in February. Approving this resolution would help to allay those concerns when we approach them for final funding authorization on June 13.

### **FINANCIAL IMPLICATIONS:**

If the Council decides at some point to move forward with the SAA, the Town will be committing to take on a nearly \$1M obligation in the form of bonds. If the property owners don't meet their obligations, the Town would again be in the position of taking possession of the properties and selling them to make bond payments. However, with the utilities complete, staff believes this would be a less troublesome position than last time.

The organizers of the SAA put together the following financial analysis to help Council weigh the potential risks versus the potential benefits. Staff has double checked the figures for accuracy, but of course the analysis all hinges on the assumptions, which are clearly spelled out for Council's consideration. The take-home point of the analysis, from staff's perspective, is that while there are risks, they are mitigated at least somewhat by the potential for incremental revenue.

#### **Analysis of SEM 1C Financial Impact to Brian Head Town**

##### **Property Tax Increment on Utility Improvements**

Current Total Unimproved Lot Value	484,000
Annual BH Property Tax Rate	0.002952
Annual Property Tax Receipts	<u>\$1,429</u>
Future Total Improved Lot Value	1,981,000
Annual BH Property Tax Rate	0.002952
Annual Property Tax Receipts from Lots	<u>\$5,848</u>

##### **New Construction Taxes & Fees (assuming 5 new builds over next 5 years)**

###### **Impact Fees**

Water	5,251
Sewer	1,097
Public Safety	<u>153</u>
Total per Unit	<u>\$6,500</u>
Total Impact Fees Collected on 5 builds	<u>\$32,502</u>

###### **Property Tax Increment**

Assumed Structure Value per Unit	800,000
Total Value on 5 builds	<u>4,000,000</u>
Annual Property Tax Receipts	<u>\$11,808</u>

##### **Tax Increment Summary**

Potential Revenue over 5 years	
Lot Property Tax	29,240
Impact Fees	32,502
New Construction Property Tax	<u>59,040</u>
Total Revenue over next 5 years	<u>\$120,782</u>
Current Anticipated Revenue over 5 years	<u>7,144</u>
Incremental Revenue over 5 years	<u>\$113,638</u>

##### **Town Risk Analysis**

Brian Head Town Risk Assumptions	
Assumed Number of Defaults	5
Defaults Sold to Private Party via Tax Sale	2
Net Lots Not Sold via Tax Sale (owned by BH)	3
Market Value of unsold lots (after improvements)	270,136
"Fire" sale %	<u>60%</u>
Proceeds to BH	<u>\$162,082</u>
Improvements Cost per Lot	<u>60,917</u>
Total Defaulted Cost to Town	<u>182,751</u>
Net Gain/(Loss) on Default	<u>(20,669)</u>

##### **Summary 5 year Horizon**

Increased Revenue	120,782
Default Risk	<u>(20,669)</u>
Net Impact to BH	<u>100,113</u>

**BOARD/COMMISSION RECOMMENDATION:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends that the Town only proceed with the SAA in light of the strong support from the property owners and favorable terms from CIB. There is risk to be sure, but the risk is mitigated by the potential for incremental tax income once the utilities are complete. If the SAA is not executed now, the potential for development in this area of Town will likely never happen, which would be a negative for the Town's desired growth.

**PROPOSED MOTION:**

N/A.



# STAFF REPORT TO THE TOWN COUNCIL, REDEVELOPMENT AGENCY & SPECIAL SERVICE DISTRICT

**SUBJECT:** Public Hearing on FY 2019 Amended Budget  
**AUTHOR:** Cecilia Johnson, Town Treasurer  
**DEPARTMENT:** Administration  
**DATE:** June 10, 2019  
**TYPE OF ITEM:** Informational

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## **SUMMARY:**

Public Hearing on Proposed FY 2019 Amended Budget. The Council acting as the governing board for the Redevelopment Agency and Special Service District will hear public comments on the Proposed FY 2019 Amended Budgets.

## **BACKGROUND:**

FY 2019 budget covers the time period from July 1, 2018 to June 30, 2019. Per State Code – a public hearing is required to be held prior to adoption of the final amended budget. Brian Head Town, RDA and SSD Boards are scheduled to adopt the final amended FY 2019 budget at its meeting of June 24, 2019. *According to State Code it must be adopted by June 30, 2019.*

## **ANALYSIS:**

The following adjustments are proposed for the FY 2019 budget:

### **General Fund**

3151 – Resort Tax – from \$374,800 to \$420,00  
3220 – Enhanced Service Business License Fees – from \$285,000 to \$315,000  
3890 – Fund Balance Appropriated – from \$50,773 (original) to \$326,525 (revised during the yearly revisions) to \$303,785

*(The above are revenue lines that will off-set the changes to the expenditure lines below).*

4111.290 Council - Telephone/Data Plans – from \$250 to \$700  
4140.485 Administrative - Transportation Service – from \$124,000 to \$131,000  
4210.111 Police – Overtime Wages – from \$15,330 to \$18,000  
4210.270 Police – Building/Grounds – Supplies & Maintenance – from \$5,175 to \$18,000  
4210.290 Police – Telephone – from \$4,250 to \$5,000  
4220.111 Fire – Overtime Wages – from \$5,110 to 6,000  
4220.250 Fire – Equipment – Supplies & Maintenance – from \$4,200 to \$6,000  
4220.255 Fire – Fuel – from \$1,800 to \$2,500  
4220.270 Fire – Building/Grounds – Supplies & Maintenance – from \$4,295 to \$7,500  
4410.111 Streets – Overtime Wages – from \$2,000 to \$3,500

4410.230 Streets – Travel, Conference, and Training – from \$3,700 to \$5,000  
4440.255 Shop – Fuel – from \$50,000 to \$70,000

*(The telephone data plans went up this year in all departments. Brian Head had a busy ski season and the Town had an extra week or two of shuttle services this year – more than what was anticipated at the beginning of the year. Police & Fire overtime wages were also more than anticipated. Police and Fire building/grounds – supplies and maintenance increase accounted for improvements to the Public Safety Building (as suggested at the FY 2020 Budget Work Session). It was determined these improvements would be paid out of the FY 2019 budget. Streets overtime wages were increased due to the big snow year this year. Streets travel, conferences, and training went up due to a one-time snow removal schooling that was attended by the Public Works Department. Shop – fuel increased significantly because of the heavy snow year (with lots of snow plowing) and because fuel prices increased.)*

### **MBA Fund**

3890 - Fund Balance Appropriated – from \$400 to \$46,593  
4160.810 - MBA Bond Principal – from \$67,000 to \$113,193

*(These changes in the MBA fund were made because the Town had a balance of \$46,193 left in the Public Safety Building loan account. The loan was closed out in April 2019 and was paid on the principal amount of the debt payment.)*

### **Debt Service Fund**

3110 – General Property Taxes (Current Year) – from \$288,632 to \$314,062  
3890 – Fund Balance Appropriated – from \$1,249 to \$157,212  
4851 – Transfer to Water Fund – from -0- to \$181,393

*(The General Property Taxes (current year) and fund balance appropriated were adjusted to help with the offset of the transfer to the Water Fund. The transfer from Debt Service Fund to Water Fund for \$181,392.80 is to pay for the FY 2019 - 2016 General Obligation Refunding Bond payment (principal = \$176,000/interest = \$5,392.80).*

### **Water Fund**

3830 – Transfer from Debt Service Fund – from -0- to \$181,392.80  
4751.111 - Overtime Wages – Utilities – from \$7,000 to \$11,200  
4751.245 - Bank Charges – Utilities – from \$1,800 to \$2,500  
4751.270 - Building/Grounds – Supplies & Maintenance – from \$7,500 to \$11,500  
4751.280 - Utilities – from \$110,000 to \$114,000

*(The transfer from Debt Service Fund to Water Fund for \$181,392.80 is to pay for FY 2019 - 2016 General Obligation Refunding Bond payment (principal = \$176,000/interest = \$5,392.80. Since this is a General Obligation Bond (voted on by citizens), it is allowed to be paid from surplus in the Debt Service Fund. Overtime wages were up because of the heavy snow year with lots of snow plowing. Bank charges are for merchant fees on credit card payments. More utility customers*

*are switching to on-line credit card payments, so this is increasing. Building/Grounds- Supplies & Maintenance increased because the Crystal Aire Pump House recently flooded and had some unexpected repairs. This has been turned into our insurance company for reimbursement. The Rocky Mountain Power bills were high during the months of December, January, and February.)*

**Sewer Fund**

4752.111 - Overtime Wages – Utilities – from \$4,000 to 6,000  
4752.230 - Travel, Conference, and Training – from \$1,200 to \$2,000  
4752.245 - Bank Charges – Utilities - \$900 to \$1,100

*(Same explanation for these lines as in the Water Fund).*

**Solid Waste Fund**

4753.245 - Bank Charges – Utilities – from \$300 to \$480

*(Same explanation for this line as in the Water Fund).*

No action is required; however, once the public hearing is closed, the Council can give staff further direction regarding the amended budget, if they feel it is needed. Copies of the amended budget will be available to the public at the Council meeting; however, amendments can still be made to the FY 2019 budget until it is adopted on June 24, 2019.

**FINANCIAL IMPLICATIONS:**

The FY 2019 amended budget is a guideline for the Town’s finances for the time period from July 1, 2018 to June 30, 2019. The amended budget should allow for enough revenues and expenditures to close out the fiscal year.

**BOARD/COMMISSION RECOMMENDATION:**

Not Applicable.

**STAFF RECOMMENDATION:**

Not Applicable since this is Public Hearing.

**PROPOSED MOTION:**

Not Applicable since this is a Public Hearing only and no action is required by the Town Council.

**Brian Head Town**  
**Budgeting Worksheet**  
10 10 General Fund - 07/01/2018 to 06/06/2019  
100.00% of the fiscal year has expired

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Taxes</b>								
3110 General Property Tax (Current Year)	761,023	718,218	730,984	697,000	742,447	693,500	693,500	
3120 General Property Tax (Delinquent)	80,821	55,693	120,657	90,500	36,300	91,300	91,300	
3130 Sales and Use Taxes	129,455	134,323	127,363	133,900	144,499	141,700	141,700	
3135 PAR Tax	20,832	19,383	21,426	22,100	26,452	23,400	23,400	
3136 Transportation Local Option Sales Tax	0	5,303	0	12,300	0	0	0	
3140 Franchise Tax	3,422	3,505	3,400	3,500	3,137	3,500	3,500	
3145 Telecommunication Tax	4,035	4,692	4,300	4,200	3,745	4,100	4,100	
3151 Resort Tax	332,314	392,949	342,098	354,200	420,968	374,800	420,000	
3152 Highway Tax	62,444	73,977	64,241	66,000	79,326	70,000	70,000	
3153 Municipal Energy Tax	119,473	117,294	113,957	123,300	97,306	120,500	120,500	
3154 Municipal Transient Room Tax	55,439	76,285	62,658	64,000	76,618	68,000	68,000	
3170 Fee in Lieu	5,231	5,161	5,237	5,000	5,637	5,000	5,000	
3190 Penalties on Delinquent Taxes	3,255	1,562	4,691	4,100	1,398	4,200	4,200	
3200 Personal Property Taxes	32,490	32,637	27,776	27,500	(223)	27,500	27,500	
<b>Total Taxes</b>	<b>1,610,234</b>	<b>1,640,982</b>	<b>1,628,788</b>	<b>1,607,600</b>	<b>1,637,610</b>	<b>1,627,500</b>	<b>1,672,700</b>	
<b>Licenses and permits</b>								
3210 Business Licenses	10,388	14,760	11,577	14,100	12,178	15,400	15,400	
3215 Alcohol Licenses	350	400	350	800	550	700	700	
3220 Enhanced Services Business License Fee	259,995	296,343	257,033	270,000	311,424	285,000	315,000	
3221.1 Building Permit Fees	8,639	8,305	9,509	6,100	4,505	7,900	7,900	
3221.2 Plan Check Fee	3,870	0	0	3,000	250	3,900	3,900	
3221.3 Other Building Fee	75	0	0	500	50	500	500	
3222 Land Use Permit Fees	5,100	1,400	(708)	0	1,000	0	0	
3230 Other Permits	1,300	1,050	1,300	700	3,396	800	800	
<b>Total Licenses and permits</b>	<b>289,717</b>	<b>322,258</b>	<b>279,061</b>	<b>295,200</b>	<b>333,353</b>	<b>314,200</b>	<b>344,200</b>	
<b>Intergovernmental revenue</b>								
3314 Public Safety State Grant	0	0	2,000	0	2,618	0	0	
3341 General gov't state grant	23,308	13,515	42,152	31,250	19,100	22,000	59,500	
3356 Class C Road Funds	46,778	59,689	64,566	52,400	61,880	61,600	61,600	
3358 State Liquor Fund Allotment	3,715	3,712	2,863	4,000	4,100	4,000	4,000	
3373 County - fire agreements	40,000	40,000	40,000	40,000	40,000	40,000	40,000	
<b>Total Intergovernmental revenue</b>	<b>113,801</b>	<b>116,916</b>	<b>151,581</b>	<b>127,650</b>	<b>127,698</b>	<b>127,600</b>	<b>165,100</b>	
<b>Charges for services</b>								
3419 Administrative Charges	122,491	122,342	111,207	111,207	62,637	62,637	62,637	
3422 Retail Fuel	74,602	73,362	77,668	67,900	65,360	71,500	71,500	
3426 Fire Department Revenue	430	1,770	630	250	420	1,875	1,875	
3427 Volunteer Fire Revenue	9,315	12,203	25,454	25,454	0	0	0	
3428 Misc Police Revenue (Police Reports)	30	10	30	0	628	0	0	
3435 Shop Charges	76,384	70,624	66,867	66,867	73,304	73,304	73,304	
3441 Streets, trails, services	0	0	0	250	0	625	625	
<b>Total Charges for services</b>	<b>283,252</b>	<b>280,311</b>	<b>281,856</b>	<b>271,928</b>	<b>202,349</b>	<b>209,941</b>	<b>209,941</b>	
<b>Fines and forfeitures</b>								

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	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
3510 Court Fines	843	432	1,062	3,450	629	1,450	1,450	
<b>Total Fines and forfeitures</b>	<b>843</b>	<b>432</b>	<b>1,062</b>	<b>3,450</b>	<b>629</b>	<b>1,450</b>	<b>1,450</b>	
<b>Interest</b>								
3610 Interest	11,358	10,972	22,722	5,750	34,222	10,150	10,150	
<b>Total Interest</b>	<b>11,358</b>	<b>10,972</b>	<b>22,722</b>	<b>5,750</b>	<b>34,222</b>	<b>10,150</b>	<b>10,150</b>	
<b>Special Events</b>								
3540 Registration Fees	245	1,086	0	2,500	384	2,500	2,500	
3560 Grants	2,820	0	6,261	0	0	0	0	
3570 Other Revenue	320	23,281	0	0	0	0	25,000	
<b>Total Special Events</b>	<b>3,385</b>	<b>24,367</b>	<b>6,261</b>	<b>2,500</b>	<b>384</b>	<b>2,500</b>	<b>27,500</b>	
<b>Miscellaneous revenue</b>								
3640 Sale of Fixed Assets/Materials	0	0	60	0	0	0	0	
3650 Sales of materials and supplies	0	0	320	0	75	0	0	
3680 Building/Pavilion Rentals	2,380	700	14,510	4,500	5,750	4,350	4,350	
3690 Sundry (Miscellaneous)	15,139	9,473	13,756	10,350	2,360	13,550	13,550	
<b>Total Miscellaneous revenue</b>	<b>17,519</b>	<b>10,173</b>	<b>28,646</b>	<b>14,850</b>	<b>8,185</b>	<b>17,900</b>	<b>17,900</b>	
<b>Contributions</b>								
3802.2 Public Safety Impact Fee/3059	765	459	1,071	0	306	0	0	
<b>Total Contributions</b>	<b>765</b>	<b>459</b>	<b>1,071</b>	<b>0</b>	<b>306</b>	<b>0</b>	<b>0</b>	
<b>Transfers from other funds</b>								
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	76,695	0	50,773	303,785	
<b>Total Transfers from other funds</b>	<b>8,667</b>	<b>8,667</b>	<b>8,667</b>	<b>85,362</b>	<b>8,667</b>	<b>59,440</b>	<b>312,452</b>	
<b>Total Revenue:</b>	<b>2,339,541</b>	<b>2,415,537</b>	<b>2,409,715</b>	<b>2,414,290</b>	<b>2,353,403</b>	<b>2,370,681</b>	<b>2,761,393</b>	
<b>Expenditures:</b>								
<b>General government</b>								
<b>Council</b>								
4111.110 Council - Salaries	14,763	14,763	16,000	16,000	8,159	16,300	16,300	
4111.130 Council - Benefits	1,129	1,129	1,336	1,224	799	1,246	1,246	
4111.210 Council - Books/Subscriptions/Memberships	50	50	16	100	0	100	100	
4111.230 Council - Travel, Conferences & Training	7,156	3,383	2,721	5,750	900	5,350	5,350	
4111.240 Council - Office Supplies & Expense	35	0	126	250	264	250	250	
4111.290 Council - Telephone/Data Plans	1,631	1,226	755	1,250	578	250	700	
4111.330 Council - Training & Education	0	0	810	0	975	0	0	
4111.610 Council - Miscellaneous Expense	0	0	0	250	0	250	250	
<b>Total Council</b>	<b>24,764</b>	<b>20,551</b>	<b>21,764</b>	<b>24,824</b>	<b>11,675</b>	<b>23,746</b>	<b>24,196</b>	
<b>Administrative</b>								
4140.110 Admin - Salaries & Wages	76,896	80,441	87,095	89,627	83,129	92,359	92,359	
4140.111 Admin - Overtime Wages (Administrative)	362	186	218	0	477	0	0	
4140.120 Admin - Part-Time Salaries	2,742	0	0	0	0	0	0	
4140.121 Admin - Part-Time Salaries/Code Enforcemen	0	3,260	120	0	0	0	0	
4140.130 Admin - Employee Benefits	35,134	36,716	42,582	41,772	37,617	42,793	42,793	
4140.135 Admin - Employee Trans benefit	(114)	0	0	0	0	0	0	
4140.140 Admin - Unemployment Costs	7,910	0	407	0	106	0	0	

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4140.210 Admin - Books/Subscriptions/Memberships	2,046	2,012	2,180	2,025	2,075	2,045	2,045	
4140.220 Admin - Publishing/Legal Notices	2,851	2,214	380	2,500	672	2,500	2,500	
4140.230 Admin - Travel, Conferences & Training	8,557	5,995	1,344	7,060	4,401	5,400	5,400	
4140.240 Admin - Office Supplies/Reimb Expenses	4,195	4,718	4,358	4,800	3,377	4,800	4,800	
4140.245 Admin - Bank Charges	487	273	486	500	399	500	500	
4140.250 Admin - Equipment Supplies/Maintenance	9,078	7,625	5,501	7,450	2,138	5,550	5,550	
4140.254 Admin - Vehicle Repair & Maintenance	122	1,550	1,208	1,000	272	1,000	1,000	
4140.255 Admin - Fuel & Oil	1,286	1,538	871	1,500	1,063	1,500	1,500	
4140.260 Admin - Retail Fuel (Town Pump)	66,292	72,990	69,806	60,350	57,206	56,750	56,750	
4140.270 Admin - Bldgs/Grounds - Supplies/Maint	7,667	10,351	10,260	9,690	10,087	9,870	9,870	
4140.275 Admin - Lease Expense (MBA)	47,223	52,034	51,155	52,805	0	0	0	
4140.280 Admin - Utilities	4,901	5,240	4,885	5,500	4,302	5,500	5,500	
4140.290 Admin - Telephone	8,624	8,006	7,120	6,700	6,002	6,700	6,700	
4140.310 Admin - Professional & Technical Services	13,038	34,305	14,783	10,650	9,029	10,050	10,050	
4140.312 Admin - Audit & Accounting	15,159	15,000	15,000	15,000	15,000	15,000	15,000	
4140.450 Admin - Elections	601	73	234	1,000	0	0	0	
4140.470 Admin - Uniforms	294	0	0	0	0	0	0	
4140.485 Admin - Transportation Service	133,650	169,310	114,207	141,500	130,914	124,000	131,000	
4140.510 Admin - Insurance Expense	58,149	57,210	55,131	61,850	55,085	56,650	56,650	
4140.540 Admin - Promotions/Incentives	6,863	5,552	4,371	6,800	3,512	4,750	4,750	
4140.610 Admin - Miscellaneous Expense	1,044	1,080	1,592	1,175	311	1,175	1,175	
<b>Total Administrative</b>	<b>515,057</b>	<b>577,679</b>	<b>495,294</b>	<b>531,254</b>	<b>427,174</b>	<b>448,892</b>	<b>455,892</b>	
<b>Legal</b>								
4145.310 Legal - Professional & Technical Services	6,327	4,423	1,563	7,000	3,085	7,000	7,000	
<b>Total Legal</b>	<b>6,327</b>	<b>4,423</b>	<b>1,563</b>	<b>7,000</b>	<b>3,085</b>	<b>7,000</b>	<b>7,000</b>	
<b>Building department</b>								
4160.110 BldgDept - Salaries & Wages	8,372	8,624	12,872	12,997	12,225	13,312	13,312	
4160.111 BldgDept - Overtime Wages (Building)	41	17	22	0	48	0	0	
4160.130 BldgDept - Employee Benefits	5,515	5,639	8,150	8,235	7,475	8,388	8,388	
4160.210 BldgDept - Books/Subscriptions/Membership	135	135	0	0	0	0	0	
4160.230 BldgDept - Travel, Conferences & Training	305	125	0	0	0	0	0	
4160.240 BldgDept - Office Supplies & Expenses	98	287	0	500	584	500	500	
4160.310 BldgDept - Professional & Technical Services	76	0	0	0	0	0	0	
<b>Total Building department</b>	<b>14,542</b>	<b>14,827</b>	<b>21,044</b>	<b>21,732</b>	<b>20,332</b>	<b>22,200</b>	<b>22,200</b>	
<b>Planning and zoning</b>								
4180.110 P&Z - Salaries & Wages	26,520	27,173	16,464	16,508	13,704	16,831	16,831	
4180.111 P&Z - Overtime Wages (P & Z)	52	22	0	0	0	0	0	
4180.130 P&Z - Employee Benefits	13,619	14,132	9,291	9,345	8,359	9,501	9,501	
4180.230 P&Z - Travel, Conferences & Training	491	366	0	500	0	500	500	
4180.240 P&Z - Office Supplies & Expense	235	0	0	0	163	0	0	
4180.310 P&Z - Professional & Technical Services	462	733	390	800	23,148	25,800	25,800	
<b>Total Planning and zoning</b>	<b>41,379</b>	<b>42,426</b>	<b>26,145</b>	<b>27,153</b>	<b>45,374</b>	<b>52,632</b>	<b>52,632</b>	
<b>Marketing &amp; Events</b>								
4660.110 Marketing & Events - Salaries & Wages	7,655	0	0	0	0	0	0	
4660.130 Marketing & Events - Employee Benefits	591	0	0	0	0	0	0	

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4660.230 Marketing & Events - Travel and Training	24	9	0	0	0	0	0	
4660.250 Marketing & Events - Equip Supplies/Maint	2,160	1,126	576	1,600	1,426	2,400	2,400	
4660.290 Marketing & Events - Telephone	1,736	68	0	0	0	0	0	
4660.310 Marketing & Events - Prof & Technical Serv	1,117	1,566	351	1,200	229	1,350	1,350	
4660.610 Marketing & Events - Miscellaneous Expense	4,793	25,967	500	200	0	200	200	
4660.611 Marketing & Events - Permits	437	260	100	400	100	400	400	
4660.612 Marketing & Events - Advertising/Marketing	37,479	29,564	61,566	52,350	65,550	64,700	139,700	
4660.613 Marketing & Events - Printing Costs	8,275	0	0	0	0	0	0	
4660.615 Marketing & Events - Entertainment	10,500	20,860	10,550	17,100	15,514	17,100	17,100	
4660.616 Marketing & Events - Food	0	0	490	500	385	500	500	
4660.740 Marketing & Events Capital Outlay	8,000	0	0	0	0	0	0	
<b>Total Marketing &amp; Events</b>	<b>82,767</b>	<b>79,420</b>	<b>74,133</b>	<b>73,350</b>	<b>83,204</b>	<b>86,650</b>	<b>161,650</b>	
<b>Total General government</b>	<b>684,836</b>	<b>739,326</b>	<b>639,943</b>	<b>685,313</b>	<b>590,844</b>	<b>641,120</b>	<b>723,570</b>	
<b>Public safety</b>								
<b>Police</b>								
4210.110 Police - Salaries & Wages	187,311	224,644	230,992	231,142	221,100	240,668	240,668	
4210.111 Police - Overtime Wages (Police)	11,624	18,063	13,406	15,330	17,226	15,330	18,000	
4210.120 Police - Part-time Officers	47,028	28,348	26,410	30,000	22,924	30,000	30,000	
4210.130 Police - Employee Benefits	148,871	188,206	186,066	185,520	171,141	191,010	191,010	
4210.210 Police - Books/Subscriptions/Memberships	984	1,346	1,220	1,035	604	1,035	1,035	
4210.230 Police - Travel, Conferences & Training	1,826	5,109	7,266	3,775	3,554	5,450	5,450	
4210.240 Police - Office Supplies & Expense	49	489	548	500	608	500	500	
4210.250 Police - Equipment Supplies & Maintenance	8,706	11,279	4,584	6,050	6,008	8,150	8,150	
4210.254 Police - Vehicle Repair & Maintenance	7,071	9,257	4,585	6,400	5,252	6,400	6,400	
4210.255 Police - Fuel	8,882	10,828	12,391	12,000	9,859	12,000	12,000	
4210.270 Police - Bldg/Grounds Supplies & Maintenan	4,416	5,080	4,915	4,575	16,657	5,175	18,000	
4210.275 Police - Public Safety Building Payment (MB	63,114	60,888	61,088	61,088	60,763	60,763	60,763	
4210.280 Police - Utilities	3,960	4,120	4,142	5,000	3,799	4,500	4,500	
4210.290.1 Police - Telephone	5,561	6,819	4,084	4,140	6,730	4,250	5,000	
4210.290.2 Police - Communications	24,624	26,022	22,664	27,350	23,711	28,950	28,950	
4210.310 Police - Professional & Technical Services	5,691	3,271	10,338	13,620	4,292	4,120	4,120	
4210.450 Police - Uniforms	2,502	1,882	1,825	1,500	578	2,000	2,000	
4210.451 Police - EMT Supplies	949	1,966	788	1,250	26	1,250	1,250	
4210.452 Police - EMT Training & Travel	1,950	1,867	3,328	3,000	1,410	3,000	3,000	
4210.453 Police - Search & Rescue	0	815	0	500	0	500	500	
4210.610 Police - Miscellaneous Expense	400	0	0	0	238	250	250	
<b>Total Police</b>	<b>535,519</b>	<b>610,299</b>	<b>600,640</b>	<b>613,775</b>	<b>576,480</b>	<b>625,301</b>	<b>641,546</b>	
<b>Fire</b>								
4220.110 Fire - Salaries & Wages	81,382	79,525	77,597	86,027	74,126	89,203	89,203	
4220.111 Fire - Overtime Wages (Fire)	4,229	6,021	4,468	5,110	5,742	5,110	6,000	
4220.120 Fire - Part Time Wages	0	0	4,104	0	1,613	0	0	
4220.130 Fire - Employee Benefits	50,233	62,684	61,556	62,620	56,684	64,415	64,415	
4220.210 Fire - Books/Subscriptions/Memberships	225	300	300	1,300	144	1,300	1,300	
4220.230 Fire - Travel, Conferences & Training	780	1,517	1,860	1,575	1,201	2,575	2,575	
4220.240 Fire - Office Supplies & Expense	0	4	351	200	172	200	200	
4220.250 Fire - Equipment - Supplies & Maintenance	6,970	7,618	10,010	20,100	5,216	4,200	6,000	

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4220.254 Fire - Vehicle Repair & Maintenance	8,808	3,584	7,840	7,070	2,550	7,070	7,070	
4220.255 Fire - Fuel	2,539	915	895	2,000	2,259	1,800	2,500	
4220.270 Fire - Bldgs/Grounds - Supplies & Maintenan	4,392	5,083	4,936	4,375	7,505	4,925	7,500	
4220.275 Fire - Public Safety Building Payment (MBA)	63,114	60,888	61,088	61,088	60,763	60,763	60,763	
4220.280 Fire - Utilities	3,960	4,120	4,142	5,000	3,799	4,500	4,500	
4220.290 Fire - Telephone	4,942	5,260	4,062	4,140	3,674	4,260	4,260	
4220.310 Fire - Professional & Technical Services	190	1,034	2,347	2,450	1,586	2,050	2,050	
4220.450 Fire - Uniforms	579	446	0	600	164	750	750	
4220.451 Fire - Volunteer Fire Fund	13,078	6,134	56,284	56,284	0	0	0	
4220.453 Fire - State Grants	0	0	1,858	2,000	0	0	0	
4220.610 Fire - Miscellaneous Expense	58	0	0	0	1,627	1,750	1,750	
<b>Total Fire</b>	<b>245,479</b>	<b>245,133</b>	<b>303,698</b>	<b>321,939</b>	<b>228,825</b>	<b>254,871</b>	<b>260,836</b>	
<b>Total Public safety</b>	<b>780,998</b>	<b>855,432</b>	<b>904,338</b>	<b>935,714</b>	<b>805,305</b>	<b>880,172</b>	<b>902,382</b>	
<b>Highways and public improvements</b>								
<b>Highways</b>								
4410.110 Streets - Salaries & Wages	46,707	41,514	43,804	46,470	41,865	47,956	47,956	
4410.111 Streets - Overtime Wages (Streets)	2,520	1,804	1,349	2,000	3,295	2,000	3,500	
4410.130 Streets - Employee Benefits	26,209	30,254	28,654	31,175	27,266	31,761	31,761	
4410.230 Streets - Travel, Conferences & Training	7,233	3,329	515	5,200	4,803	3,700	5,000	
4410.240 Streets - Office Supplies & Expense	0	128	0	0	0	0	0	
4410.250 Streets - Equipment - Supplies & Maintenance	369	0	650	0	0	0	0	
4410.253 Streets - Snow Removal	25,724	19,757	13,305	30,000	73,732	30,000	73,252	
4410.269 Streets - Equipment Rental	14,120	8,671	13,386	18,100	15,665	18,100	18,100	
4410.270 Streets - Bldgs/Grounds - Supplies & Maint	0	210	0	0	0	0	0	
4410.280 Streets - Utilities (Area Lights)	14,785	14,569	13,734	15,000	12,545	15,000	15,000	
4410.310 Streets - Professional & Technical Services	2,040	10,971	40,932	49,300	525	4,300	4,300	
4410.411 Streets - Street Signs & Signals	132	128	359	2,000	1,100	2,000	2,000	
4410.415 Streets - Skier bridge O&M	1,500	0	0	1,500	0	1,500	1,500	
4410.420 Streets - Road Maintenance/Improvements	53,219	19,740	23,455	14,000	7,540	15,700	15,700	
4410.700 Streets - Capital Outlay	15,473	17,800	0	0	0	0	0	
4410.730 Streets - Road Improvements	29,160	0	0	0	0	0	0	
<b>Total Highways</b>	<b>239,191</b>	<b>168,875</b>	<b>180,143</b>	<b>214,745</b>	<b>188,336</b>	<b>172,017</b>	<b>218,069</b>	
<b>Shop &amp; garage</b>								
4440.230 Shop - Travel, Conferences & Training	1,673	390	378	900	986	900	900	
4440.240 Shop - Office Supplies & Expenses	797	814	216	1,000	365	1,000	1,000	
4440.250 Shop - Equipment - Supplies & Maintenance	12,101	5,122	5,596	12,950	4,836	6,950	6,950	
4440.252 Shop - Heavy Equipment Maintenance	22,509	25,540	29,711	20,000	18,854	20,000	20,000	
4440.254 Shop - Vehicle Repair & Maintenance	4,081	5,939	4,267	5,000	3,909	5,000	5,000	
4440.255 Shop - Fuel	45,209	37,642	44,116	50,000	65,837	50,000	70,000	
4440.261 Shop - Equipment Lease (operating)	95,146	94,550	81,407	90,250	86,599	90,250	90,250	
4440.270 Shop - Bldgs/Grounds - Supplies & Maint	2,754	2,372	1,867	2,960	1,902	1,960	1,960	
4440.280 Shop - Utilities	9,719	9,383	9,396	10,000	7,638	10,000	10,000	
4440.290 Shop - Telephone	8,129	7,697	5,621	5,600	5,697	5,600	5,600	
4440.310 Shop - Professional & Technical Services	1,412	1,090	1,355	1,600	1,075	1,700	1,700	
4440.330 Shop - Training & Education	0	0	0	0	0	0	0	
4440.450 Shop - Uniforms	5,741	6,960	3,691	5,500	3,539	5,500	5,500	

**Brian Head Town**  
**Budgeting Worksheet**  
 10 10 General Fund - 07/01/2018 to 06/06/2019  
 100.00% of the fiscal year has expired

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
4440.610 Shop - Miscellaneous Expense	0	0	1,320	3,000	0	0	0	
<b>Total Shop &amp; garage</b>	<b>209,271</b>	<b>197,499</b>	<b>188,941</b>	<b>208,760</b>	<b>201,237</b>	<b>198,860</b>	<b>218,860</b>	
<b>Total Highways and public improvements</b>	<b>448,462</b>	<b>366,374</b>	<b>369,084</b>	<b>423,505</b>	<b>389,573</b>	<b>370,877</b>	<b>436,929</b>	
<b>Parks, recreation, and public property</b>								
<b>Recreation</b>								
4560.110 Recreation - Salaries & Wages	13,363	12,807	8,922	10,080	2,875	5,040	5,040	
4560.111 Recreation - Overtime Wages (Recreation)	677	158	21	0	90	0	0	
4560.130 Recreation - Employee Benefits	1,676	1,042	1,022	1,028	(34)	522	522	
4560.230 Recreation - Travel, Conferences & Training	0	0	85	0	0	0	0	
4560.240 Recreation - Office Supplies & Expense	82	0	0	0	0	0	0	
4560.250 Recreation - Supplies & Maintenance	218	628	1,549	1,300	759	1,300	1,300	
4560.254 Recreation - Vehicle Repair & Maintenance	252	1,156	115	800	807	800	800	
4560.265 Recreation - Fuel	769	487	419	1,000	575	800	800	
4560.269 Recreation - Equipment Rental	0	0	2,266	2,700	0	1,400	1,400	
4560.270 Recreation - Blds/Grounds - Supplies & Maint	558	2,564	5,340	5,900	3,015	5,650	5,650	
4560.310 Recreation - Professional & Technical Service	2,747	2,472	322	1,300	389	3,800	3,800	
4560.450 Recreation - Uniforms	93	91	0	350	110	200	200	
4560.621 Recreation - Beautification	1,102	1,198	829	1,000	(16)	1,000	1,000	
4560.625 Recreation - PAR	553	0	0	0	0	0	0	
4560.631 Recreation - Walking Trails	0	332	0	0	0	0	0	
4560.632 Recreation - Bike Trails	0	0	0	0	0	15,000	15,000	
4560.633 Recreation - ATV/Snowmobile Trails	4,075	2,944	90	2,500	4,497	2,500	2,500	
4560.634 Recreation - Trail Signs	125	741	126	500	0	500	500	
<b>Total Recreation</b>	<b>26,290</b>	<b>26,620</b>	<b>21,106</b>	<b>28,458</b>	<b>13,067</b>	<b>38,512</b>	<b>38,512</b>	
<b>Total Parks, recreation, and public property</b>	<b>26,290</b>	<b>26,620</b>	<b>21,106</b>	<b>28,458</b>	<b>13,067</b>	<b>38,512</b>	<b>38,512</b>	
<b>Miscellaneous</b>								
4900 Operating Contingency	23,299	34,633	25,799	39,000	29,787	40,000	40,000	
<b>Total Miscellaneous</b>	<b>23,299</b>	<b>34,633</b>	<b>25,799</b>	<b>39,000</b>	<b>29,787</b>	<b>40,000</b>	<b>40,000</b>	
<b>Transfers</b>								
4846 Transfer to Capital Projects	477,328	280,000	302,300	302,300	300,000	200,000	300,000	
4847 Transfer to Asset Replacement	0	0	0	0	320,000	200,000	320,000	
<b>Total Transfers</b>	<b>477,328</b>	<b>280,000</b>	<b>302,300</b>	<b>302,300</b>	<b>620,000</b>	<b>400,000</b>	<b>620,000</b>	
<b>Total Expenditures:</b>	<b>2,441,213</b>	<b>2,302,385</b>	<b>2,262,570</b>	<b>2,414,290</b>	<b>2,448,576</b>	<b>2,370,681</b>	<b>2,761,393</b>	
<b>Total Change In Net Position</b>	<b>(101,672)</b>	<b>113,152</b>	<b>147,145</b>	<b>0</b>	<b>(95,173)</b>	<b>0</b>	<b>0</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
**17 17 Wildlands Fire - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Intergovernmental revenue</b>								
3314 Wildland Fire - State Grant	6,504	11,822	0	0	9,292	10,000	10,000	
<b>Total Intergovernmental revenue</b>	<b>6,504</b>	<b>11,822</b>	<b>0</b>	<b>0</b>	<b>9,292</b>	<b>10,000</b>	<b>10,000</b>	
<b>Charges for services</b>								
3425 Wildland Fire Revenue	78,609	64,828	98,305	100,000	107,671	100,000	100,000	
<b>Total Charges for services</b>	<b>78,609</b>	<b>64,828</b>	<b>98,305</b>	<b>100,000</b>	<b>107,671</b>	<b>100,000</b>	<b>100,000</b>	
<b>Interest</b>								
3610 Interest Revenue	613	1,614	3,240	0	4,753	0	0	
<b>Total Interest</b>	<b>613</b>	<b>1,614</b>	<b>3,240</b>	<b>0</b>	<b>4,753</b>	<b>0</b>	<b>0</b>	
<b>Contributions</b>								
3890 Fund Balance Appropriated	0	0	0	0	0	17,325	17,325	
<b>Total Contributions</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,325</b>	<b>17,325</b>	
<b>Total Revenue:</b>	<b>85,726</b>	<b>78,264</b>	<b>101,545</b>	<b>100,000</b>	<b>121,716</b>	<b>127,325</b>	<b>127,325</b>	
<b>Expenditures:</b>								
<b>Public safety</b>								
<b>Fire</b>								
4220.110 Wildland Fire - Wages	20,040	45,912	7,280	50,000	24,884	50,000	50,000	
4220.130 Wildland Fire - Benefits	2,646	8,813	744	3,825	2,685	3,825	3,825	
4220.230 Wildland Fire - Travel, Conferences & Trainin	1,086	108	0	0	1,506	2,500	2,500	
4220.240 Wildland Fire - Office Supplies & Expense	0	0	0	0	4,321	0	0	
4220.250 Wildland Fire - Materials and Supplies	422	346	4,447	1,000	19,199	51,000	51,000	
4220.254 Wildland Fire - Vehicle Repair & Maintenance	5,889	6,435	964	5,000	47	5,000	5,000	
4220.255 Wildland Fire - Fuel	1,634	2,900	721	5,000	2,009	5,000	5,000	
4220.453 Wildland Fire - State Grants	6,344	12,105	0	10,000	9,220	10,000	10,000	
4220.740 Wildland Fire - Equipment	2,167	0	0	0	0	0	0	
<b>Total Fire</b>	<b>40,228</b>	<b>76,619</b>	<b>14,156</b>	<b>74,825</b>	<b>63,871</b>	<b>127,325</b>	<b>127,325</b>	
<b>Total Public safety</b>	<b>40,228</b>	<b>76,619</b>	<b>14,156</b>	<b>74,825</b>	<b>63,871</b>	<b>127,325</b>	<b>127,325</b>	
<b>Transfers</b>								
4846 Transfer to Capital Projects Fund	0	21,401	25,000	25,000	0	0	0	
4890 Budgeted Increase in Fund balance	0	0	0	175	0	0	0	
<b>Total Transfers</b>	<b>0</b>	<b>21,401</b>	<b>25,000</b>	<b>25,175</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Expenditures:</b>	<b>40,228</b>	<b>98,020</b>	<b>39,156</b>	<b>100,000</b>	<b>63,871</b>	<b>127,325</b>	<b>127,325</b>	
<b>Total Change In Net Position</b>	<b>45,498</b>	<b>(19,756)</b>	<b>62,389</b>	<b>0</b>	<b>57,845</b>	<b>0</b>	<b>0</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
**21 21 SSD Special Service District - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Miscellaneous revenue</b>								
3668 Water Lease	30,421	30,421	30,421	0	0	30,421	30,421	
<b>Total Miscellaneous revenue</b>	<b>30,421</b>	<b>30,421</b>	<b>30,421</b>	<b>0</b>	<b>0</b>	<b>30,421</b>	<b>30,421</b>	
<b>Total Revenue:</b>	<b>30,421</b>	<b>30,421</b>	<b>30,421</b>	<b>0</b>	<b>0</b>	<b>30,421</b>	<b>30,421</b>	
<b>Expenditures:</b>								
<b>Transfers</b>								
4890 Budgeted Increase in Fund Balance	0	0	0	0	0	30,421	30,421	
<b>Total Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,421</b>	<b>30,421</b>	
<b>Total Expenditures:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,421</b>	<b>30,421</b>	
<b>Total Change In Net Position</b>	<b>30,421</b>	<b>30,421</b>	<b>30,421</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
 25 25 Redevelopment Agency - 07/01/2018 to 06/06/2019  
 100.00% of the fiscal year has expired

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Taxes</b>								
3110 Tax Increment Monies - Current	0	11,355	34,899	35,000	54,046	47,667	47,667	
<b>Total Taxes</b>	<b>0</b>	<b>11,355</b>	<b>34,899</b>	<b>35,000</b>	<b>54,046</b>	<b>47,667</b>	<b>47,667</b>	
<b>Intergovernmental revenue</b>								
3310 Loans/Grants from Local Units	0	0	0	0	92,000	92,000	92,000	
<b>Total Intergovernmental revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>92,000</b>	<b>92,000</b>	<b>92,000</b>	
<b>Miscellaneous revenue</b>								
3610 Interest Earnings	2,400	3,888	5,460	5,000	3,883	0	0	
<b>Total Miscellaneous revenue</b>	<b>2,400</b>	<b>3,888</b>	<b>5,460</b>	<b>5,000</b>	<b>3,883</b>	<b>0</b>	<b>0</b>	
<b>Contributions</b>								
3890 Fund Balance Appropriated	0	0	0	59,167	0	185,000	205,000	
<b>Total Contributions</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>59,167</b>	<b>0</b>	<b>185,000</b>	<b>205,000</b>	
<b>Total Revenue:</b>	<b>2,400</b>	<b>15,243</b>	<b>40,359</b>	<b>99,167</b>	<b>149,929</b>	<b>324,667</b>	<b>344,667</b>	
<b>Expenditures:</b>								
<b>General government</b>								
<b>Administrative</b>								
4140.240 Supplies & Other Materials	522	0	0	0	0	0	0	
4140.310 Legal Fees	8,732	0	0	0	0	0	0	
4140.311 Professional Services	0	1,552	0	0	15,000	25,000	25,000	
4140.610 Redevelopment Activities	10,106	42,746	13,083	20,500	15,381	34,000	34,000	
4140.740 Capital Outlay	32,089	0	12,911	20,000	0	0	0	
<b>Total Administrative</b>	<b>51,449</b>	<b>44,298</b>	<b>25,994</b>	<b>40,500</b>	<b>30,381</b>	<b>59,000</b>	<b>59,000</b>	
<b>Total General government</b>	<b>51,449</b>	<b>44,298</b>	<b>25,994</b>	<b>40,500</b>	<b>30,381</b>	<b>59,000</b>	<b>59,000</b>	
<b>Transfers</b>								
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	0	50,000	50,000	277,000	257,000	277,000	
<b>Total Transfers</b>	<b>8,667</b>	<b>8,667</b>	<b>58,667</b>	<b>58,667</b>	<b>285,667</b>	<b>265,667</b>	<b>285,667</b>	
<b>Total Expenditures:</b>	<b>60,116</b>	<b>52,965</b>	<b>84,661</b>	<b>99,167</b>	<b>316,048</b>	<b>324,667</b>	<b>344,667</b>	
<b>Total Change In Net Position</b>	<b>(57,716)</b>	<b>(37,722)</b>	<b>(44,302)</b>	<b>0</b>	<b>(166,119)</b>	<b>0</b>	<b>0</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
 28 28 Municipal Building Authority - 07/01/2018 to 06/06/2019  
 100.00% of the fiscal year has expired

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Interest</b>								
3610 Interest income MBA	519	635	1,013	0	755	600	600	
<b>Total Interest</b>	<u>519</u>	<u>635</u>	<u>1,013</u>	<u>0</u>	<u>755</u>	<u>600</u>	<u>600</u>	
<b>Miscellaneous revenue</b>								
3620 Lease revenue	173,452	173,810	173,331	174,980	121,525	121,525	121,525	
3690 Miscellaneous revenue	0	0	13	0	0	0	0	
<b>Total Miscellaneous revenue</b>	<u>173,452</u>	<u>173,810</u>	<u>173,344</u>	<u>174,980</u>	<u>121,525</u>	<u>121,525</u>	<u>121,525</u>	
<b>Transfers from other funds</b>								
3890 Fund Balance Appropriated	0	0	0	10,000	0	400	46,593	
<b>Total Transfers from other funds</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>400</u>	<u>46,593</u>	
<b>Total Revenue:</b>	<u>173,971</u>	<u>174,445</u>	<u>174,357</u>	<u>184,980</u>	<u>122,280</u>	<u>122,525</u>	<u>168,718</u>	
<b>Expenditures:</b>								
<b>Public safety</b>								
<b>Fire</b>								
4160.240 Admin Expense	1,650	1,650	0	1,650	0	1,000	1,000	
4160.270 Bldg. Grounds / Maint.	0	6,937	5,885	10,000	0	0	0	
4160.740 MBA 2010 Public Safety Building	0	0	0	0	5,034	0	0	
<b>Total Fire</b>	<u>1,650</u>	<u>8,587</u>	<u>5,885</u>	<u>11,650</u>	<u>5,034</u>	<u>1,000</u>	<u>1,000</u>	
<b>Total Public safety</b>	<u>1,650</u>	<u>8,587</u>	<u>5,885</u>	<u>11,650</u>	<u>5,034</u>	<u>1,000</u>	<u>1,000</u>	
<b>Debt service</b>								
4160.810 MBA Bond Principal	107,000	111,000	116,000	116,000	113,193	67,000	113,193	
4160.820 MBA Interest on long term debt	64,802	61,159	57,331	57,330	54,236	54,525	54,525	
<b>Total Debt service</b>	<u>171,802</u>	<u>172,159</u>	<u>173,331</u>	<u>173,330</u>	<u>167,429</u>	<u>121,525</u>	<u>167,718</u>	
<b>Total Expenditures:</b>	<u>173,452</u>	<u>180,746</u>	<u>179,216</u>	<u>184,980</u>	<u>172,463</u>	<u>122,525</u>	<u>168,718</u>	
<b>Total Change In Net Position</b>	<u>519</u>	<u>(6,301)</u>	<u>(4,859)</u>	<u>0</u>	<u>(50,183)</u>	<u>0</u>	<u>0</u>	

**Brian Head Town**  
**Budgeting Worksheet**  
**30 30 Debt Service - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Taxes</b>								
3110 General Property Taxes (Current Year)	311,034	294,437	288,302	284,308	297,028	288,632	314,062	
3120 General Property Taxes (Delinquent)	32,201	22,762	47,631	0	14,317	0	0	
3170 Fee-in-Lieu/Fee Based Personal Property	2,138	2,037	2,065	0	2,255	0	0	
3190 Penalty/Interest on Delinquent Taxes	1,297	638	1,852	0	551	0	0	
3200 Personal Property	13,279	12,884	10,955	0	(89)	0	0	
<b>Total Taxes</b>	<b>359,949</b>	<b>332,758</b>	<b>350,805</b>	<b>284,308</b>	<b>314,062</b>	<b>288,632</b>	<b>314,062</b>	
<b>Interest</b>								
3610 Interest Revenue	2,531	4,152	7,062	0	6,660	0	0	
<b>Total Interest</b>	<b>2,531</b>	<b>4,152</b>	<b>7,062</b>	<b>0</b>	<b>6,660</b>	<b>0</b>	<b>0</b>	
<b>Transfers from other funds</b>								
3890 Fund Balance Appropriated	0	0	0	186,410	0	1,249	157,212	
<b>Total Transfers from other funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>186,410</b>	<b>0</b>	<b>1,249</b>	<b>157,212</b>	
<b>Total Revenue:</b>	<b>362,480</b>	<b>336,910</b>	<b>357,867</b>	<b>470,718</b>	<b>320,722</b>	<b>289,881</b>	<b>471,274</b>	
<b>Expenditures:</b>								
<b>Debt service</b>								
4100.810 Debt Service - Principal	205,000	210,000	220,000	220,000	235,000	235,000	235,000	
4100.820 Debt Service - Interest	84,129	74,417	64,307	64,308	53,631	53,631	53,631	
4100.830 Trustee Fees	1,000	1,250	1,250	1,000	1,000	1,250	1,250	
<b>Total Debt service</b>	<b>290,129</b>	<b>285,667</b>	<b>285,557</b>	<b>285,308</b>	<b>289,631</b>	<b>289,881</b>	<b>289,881</b>	
<b>Transfers</b>								
4851 Transfer to Water Fund	191,000	0	185,410	185,410	0	0	181,393	
<b>Total Transfers</b>	<b>191,000</b>	<b>0</b>	<b>185,410</b>	<b>185,410</b>	<b>0</b>	<b>0</b>	<b>181,393</b>	
<b>Total Expenditures:</b>	<b>481,129</b>	<b>285,667</b>	<b>470,967</b>	<b>470,718</b>	<b>289,631</b>	<b>289,881</b>	<b>471,274</b>	
<b>Total Change In Net Position</b>	<b>(118,649)</b>	<b>51,243</b>	<b>(113,100)</b>	<b>0</b>	<b>31,091</b>	<b>0</b>	<b>0</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
46 46 Capital Projects - 07/01/2018 to 06/06/2019  
100.00% of the fiscal year has expired

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Intergovernmental revenue</b>								
3312 Public Safety Federal Grant	0	0	123,300	200,000	76,700	76,700	76,700	
3314 Public Safety State Grant	0	0	0	150,000	150,000	150,000	150,000	
3341 General Gov't State Grant	0	0	0	200,000	191,522	200,000	200,000	
<b>Total Intergovernmental revenue</b>	<b>0</b>	<b>0</b>	<b>123,300</b>	<b>550,000</b>	<b>418,222</b>	<b>426,700</b>	<b>426,700</b>	
<b>Interest</b>								
3610 Interest revenue	465	4,193	8,279	0	6,816	0	0	
<b>Total Interest</b>	<b>465</b>	<b>4,193</b>	<b>8,279</b>	<b>0</b>	<b>6,816</b>	<b>0</b>	<b>0</b>	
<b>Miscellaneous revenue</b>								
3640 Sales of Fixed Assets/Materials	52,500	75,000	28,500	6,500	0	0	0	
<b>Total Miscellaneous revenue</b>	<b>52,500</b>	<b>75,000</b>	<b>28,500</b>	<b>6,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Transfers from other funds</b>								
3810 Transfers from General Fund	477,328	280,000	302,300	302,300	300,000	200,000	300,000	
3817 Transfer from Wildlands Fire Fund	0	21,401	25,000	25,000	0	0	0	
3825 Transfer from RDA Fund	0	0	50,000	50,000	277,000	257,000	277,000	
3847 Transfer from Asset Replacement Fund	0	0	0	0	25,000	0	25,000	
3890 Fund Balance Appropriated	0	0	0	33,500	0	100,000	364,848	
<b>Total Transfers from other funds</b>	<b>477,328</b>	<b>301,401</b>	<b>377,300</b>	<b>410,800</b>	<b>602,000</b>	<b>557,000</b>	<b>966,848</b>	
<b>Total Revenue:</b>	<b>530,293</b>	<b>380,594</b>	<b>537,379</b>	<b>967,300</b>	<b>1,027,038</b>	<b>983,700</b>	<b>1,393,548</b>	
<b>Expenditures:</b>								
<b>General government</b>								
<b>Administrative</b>								
4100.700 Capital Project - Administration Vehicles	8,799	0	0	5,200	0	0	0	
4100.710 Land Purchase	120,513	0	0	0	0	0	0	
4100.720 Capital Project - Town Hall	2,452	0	25,000	0	0	0	0	
4100.730 Capital Project - Asset Management	0	6,185	20,431	30,300	0	0	0	
4100.740 Capital Project - Wayfinding Signs	0	0	0	0	58,453	0	120,000	
<b>Total Administrative</b>	<b>131,764</b>	<b>6,185</b>	<b>45,431</b>	<b>35,500</b>	<b>58,453</b>	<b>0</b>	<b>120,000</b>	
<b>Total General government</b>	<b>131,764</b>	<b>6,185</b>	<b>45,431</b>	<b>35,500</b>	<b>58,453</b>	<b>0</b>	<b>120,000</b>	
<b>Public safety</b>								
<b>Police</b>								
4210.250 Police Non-Capital	21,232	0	0	0	0	0	0	
4210.700 Capital project - Police Public Safety Vehicles	80,302	102,283	79,668	46,800	0	0	0	
4210.730 Capital Project - Police Equipment	0	0	0	0	2,618	0	0	
<b>Total Police</b>	<b>101,534</b>	<b>102,283</b>	<b>79,668</b>	<b>46,800</b>	<b>2,618</b>	<b>0</b>	<b>0</b>	
<b>Fire</b>								
4220.700 Capital project - Fire	0	0	123,300	400,000	269,674	276,700	276,700	
4220.710 Capital Project Fire - Type 4 Engine	1,742	0	0	0	0	0	0	
4220.720 Capital Project - Public Safety Building	0	0	0	0	130	0	0	
4220.730 Capital Project - Fire Equipment	12,287	0	0	0	0	0	0	
<b>Total Fire</b>	<b>14,029</b>	<b>0</b>	<b>123,300</b>	<b>400,000</b>	<b>269,804</b>	<b>276,700</b>	<b>276,700</b>	
<b>Total Public safety</b>	<b>115,563</b>	<b>102,283</b>	<b>202,968</b>	<b>446,800</b>	<b>272,422</b>	<b>276,700</b>	<b>276,700</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
**46 46 Capital Projects - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Highways and public improvements</b>								
<b>Highways</b>								
4410.250 Street Non-Capital	2,534	0	0	0	(349)	0	0	
4410.700 Capital project Streets	130,223	37,035	242,865	200,000	309,991	200,000	389,877	
4410.720 Capital Project - Pedestrian Improvements	0	0	33,735	250,000	222,584	250,000	250,000	
4410.740 Capital Project - Public Works Vehicle	16,429	46,262	0	0	0	0	0	
<b>Total Highways</b>	<b>149,186</b>	<b>83,297</b>	<b>276,600</b>	<b>450,000</b>	<b>532,226</b>	<b>450,000</b>	<b>639,877</b>	
<b>Shop &amp; garage</b>								
4410.730 Capital Projects - Shop Equipment	10,500	0	0	0	0	0	0	
<b>Total Shop &amp; garage</b>	<b>10,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Highways and public improvements</b>	<b>159,686</b>	<b>83,297</b>	<b>276,600</b>	<b>450,000</b>	<b>532,226</b>	<b>450,000</b>	<b>639,877</b>	
<b>Parks, recreation, and public property</b>								
<b>Recreation</b>								
4560.751 Project construction - Chair 1 Parking	0	0	32,523	35,000	142,702	257,000	257,000	
<b>Total Recreation</b>	<b>0</b>	<b>0</b>	<b>32,523</b>	<b>35,000</b>	<b>142,702</b>	<b>257,000</b>	<b>257,000</b>	
<b>Total Parks, recreation, and public property</b>	<b>0</b>	<b>0</b>	<b>32,523</b>	<b>35,000</b>	<b>142,702</b>	<b>257,000</b>	<b>257,000</b>	
<b>Transfers</b>								
4847 Transfer to Asset Replacement Fund	0	0	0	0	99,971	0	99,971	
<b>Total Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>99,971</b>	<b>0</b>	<b>99,971</b>	
<b>Total Expenditures:</b>	<b>407,013</b>	<b>191,765</b>	<b>557,522</b>	<b>967,300</b>	<b>1,105,774</b>	<b>983,700</b>	<b>1,393,548</b>	
<b>Total Change In Net Position</b>	<b>123,280</b>	<b>188,829</b>	<b>(20,143)</b>	<b>0</b>	<b>(78,736)</b>	<b>0</b>	<b>0</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
**47 47 Asset Replacement Fund - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Change In Net Position</b>								
<b>Revenue:</b>								
<b>Miscellaneous revenue</b>								
3640 Sale of Assets	0	0	0	0	4,350	22,000	22,000	
3670 Loan Proceeds	0	0	0	0	50,000	50,000	50,000	
<b>Total Miscellaneous revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>54,350</b>	<b>72,000</b>	<b>72,000</b>	
<b>Transfers from other funds</b>								
3810 Transfer from General Fund	0	0	0	0	320,000	200,000	320,000	
3846 Transfer from Capital Projects Fund	0	0	0	0	99,971	0	99,971	
3851 Transfer from Water Fund	0	0	0	0	20,000	0	20,000	
3852 Transfer from Sewer Fund	0	0	0	0	20,000	0	20,000	
3890 Fund Balance Appropriated	0	0	0	25,000	0	0	0	
<b>Total Transfers from other funds</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>459,971</b>	<b>200,000</b>	<b>459,971</b>	
<b>Total Revenue:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>514,321</b>	<b>272,000</b>	<b>531,971</b>	
<b>Expenditures:</b>								
<b>General government</b>								
<b>Administrative</b>								
4100.310 Admin - Professional and Technical Services	0	0	0	0	0	2,000	2,000	
4100.720 Admin - Town Hall (Fuel Tank Replacement)	0	0	0	0	72,236	100,000	100,000	
4100.721 Town Hall FF&E Replacement/Renewal	0	0	0	0	127	14,000	14,000	
4100.742 Computer/Electronic Replacement	0	0	0	0	1,651	5,250	5,250	
<b>Total Administrative</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>74,014</b>	<b>121,250</b>	<b>121,250</b>	
<b>Total General government</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>74,014</b>	<b>121,250</b>	<b>121,250</b>	
<b>Public safety</b>								
<b>Police</b>								
4200.721 Town Hall FF&E Replacement/Renewal	0	0	0	0	0	1,000	1,000	
4200.740 Equipment Replacement	0	0	0	0	33,182	36,500	36,500	
4200.741 Vehicle Replacement	0	0	0	0	20,652	39,300	39,300	
4200.742 Computer/Electronics Replacement	0	0	0	0	3,531	6,500	6,500	
4220.740 Equipment Replacement (Public Safety/Fire)	0	0	0	0	2,652	0	5,236	
<b>Total Police</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,017</b>	<b>83,300</b>	<b>88,536</b>	
<b>Total Public safety</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,017</b>	<b>83,300</b>	<b>88,536</b>	
<b>Highways and public improvements</b>								
<b>Special improvements</b>								
4400.721 Town Hall FF&E Replacement/Renewal	0	0	0	0	990	2,800	2,800	
4400.740 Equipment Replacement	0	0	0	0	166,530	21,000	181,000	
4400.741 Vehicle Replacement	0	0	0	0	0	32,600	32,600	
4400.742 Computer/Electronics Replacement	0	0	0	0	1,679	3,250	3,250	
<b>Total Special improvements</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>169,199</b>	<b>59,650</b>	<b>219,650</b>	
<b>Total Highways and public improvements</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>169,199</b>	<b>59,650</b>	<b>219,650</b>	
<b>Transfers</b>								
4846 Transfers To Capital Projects Fund	0	0	0	0	25,000	0	25,000	
4890 Budgeted Increase in Fund Balance	0	0	0	0	0	7,800	77,535	

**Brian Head Town**  
**Budgeting Worksheet**  
**47 47 Asset Replacement Fund - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
Total Transfers	0	0	0	0	25,000	7,800	102,535	
Total Expenditures:	0	0	0	0	328,230	272,000	531,971	
Total Change In Net Position	0	0	0	25,000	186,091	0	0	

**Brian Head Town**  
**Budgeting Worksheet**  
**51 51 Water - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Income or Expense</b>								
<b>Income From Operations:</b>								
<b>Operating income</b>								
3712 Water - Bulk Water Sales	27,153	27,473	34,092	25,000	24,764	27,000	27,000	
3717 Rental revenue	0	9,600	0	0	0	0	0	
3718 Water Lease Revenue	1,253,613	1,231,949	1,255,732	1,318,000	1,160,737	1,310,000	1,310,000	
3719 Penalties	23,239	(27,331)	(30,052)	6,000	(2,625)	6,000	6,000	
3720 Water Connection Fees	10,500	6,500	16,300	8,000	3,500	7,600	7,600	
3749 Resort - Water Pumping Fee	44,413	40,712	65,703	44,000	77,232	43,000	43,000	
<b>Total Operating income</b>	<b>1,358,918</b>	<b>1,288,903</b>	<b>1,341,775</b>	<b>1,401,000</b>	<b>1,263,608</b>	<b>1,393,600</b>	<b>1,393,600</b>	
<b>Operating expense</b>								
4751.110 Salaries & Wages	213,487	199,022	212,433	220,240	201,601	226,161	226,161	
4751.111 Overtime Wages - Utilities	8,055	5,950	4,455	7,000	11,042	7,000	11,200	
4751.130 Employee Benefits	123,530	72,638	131,482	130,822	115,057	133,377	133,377	
4751.210 Books/Subscriptions/Memberships	380	385	395	400	405	400	400	
4751.230 Travel, Conferences & Training	6,045	4,392	3,577	9,500	4,214	6,500	6,500	
4751.240 Office Supplies/Reimbursement Expenses	1,466	558	740	1,500	967	1,200	1,200	
4751.245 Bank Charges - Utilities	1,937	2,781	2,910	2,000	2,042	1,800	2,500	
4751.250 Equipment Supplies & Maintenance	3,641	8,633	9,673	11,000	3,736	11,000	11,000	
4751.255 Fuel	0	0	0	0	1,380	0	0	
4751.256 Shop Charges	31,031	28,691	27,165	27,165	29,978	29,780	29,780	
4751.265 System Repairs	23,106	22,349	74,661	100,000	34,845	62,500	62,500	
4751.268 Leases - Water	32,980	76,066	58,738	27,400	2,757	37,825	37,825	
4751.270 Bldgs/Grounds - Supplies & Maintenance	2,264	3,021	7,803	7,100	11,413	7,500	11,500	
4751.280 Utilities	91,328	114,610	126,544	125,000	113,403	110,000	114,000	
4751.290 Telephone	0	0	0	0	905	0	0	
4751.310 Professional & Technical Services	19,128	8,630	16,795	17,175	7,529	20,725	20,725	
4751.311 Legal Services	0	345	0	1,000	0	1,000	1,000	
4751.550 Administrative Charges	63,900	62,572	56,811	56,811	32,356	32,356	32,356	
4751.610 Miscellaneous Expense	257	0	0	0	(117)	0	0	
4751.620 Bad debt expense	37,383	0	(32,284)	0	0	0	0	
4751.690 Depreciation	193,409	192,837	192,353	171,500	283,813	192,360	192,360	
<b>Total Operating expense</b>	<b>853,327</b>	<b>803,480</b>	<b>894,251</b>	<b>915,613</b>	<b>857,326</b>	<b>881,484</b>	<b>894,384</b>	
<b>Total Income From Operations:</b>	<b>505,591</b>	<b>485,423</b>	<b>447,524</b>	<b>485,387</b>	<b>406,282</b>	<b>512,116</b>	<b>499,216</b>	
<b>Non-Operating Items:</b>								
<b>Non-operating income</b>								
3730 USDA Grant	0	0	0	0	0	700,000	700,000	
3793 USDA Water Bond Interest	1,203	2,184	3,994	0	6,358	0	0	
3794 Interest Earnings	1,128	1,817	4,465	2,000	13,894	2,100	2,100	
3795 Water Impact Fees	49,441	2,939	59,324	0	(10,502)	0	0	
3830 Transfer from Debt Service	191,000	0	185,410	185,410	0	0	181,393	
3871 Transfer from water impact fund	0	29,575	0	0	0	0	0	
<b>Total Non-operating income</b>	<b>242,772</b>	<b>36,515</b>	<b>253,193</b>	<b>187,410</b>	<b>9,750</b>	<b>702,100</b>	<b>883,493</b>	
<b>Non-operating expense</b>								
4751.820 Debt Payment - Interest	263,897	210,234	209,547	209,515	201,859	201,741	201,741	

**Brian Head Town**  
**Budgeting Worksheet**  
**51 51 Water - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
4751.830 Administrative Fees	500	0	1,000	900	500	500	500	
4847 Transfer to Asset Replacement Fund	0	0	0	0	20,000	0	20,000	
4895 Transfer to Snowmaking	15,280	16,178	16,918	16,918	16,918	16,918	16,918	
<b>Total Non-operating expense</b>	<b>279,677</b>	<b>226,412</b>	<b>227,465</b>	<b>227,333</b>	<b>239,277</b>	<b>219,159</b>	<b>239,159</b>	
<b>Total Non-Operating Items:</b>	<b>(36,905)</b>	<b>(189,897)</b>	<b>25,728</b>	<b>(39,923)</b>	<b>(229,527)</b>	<b>482,941</b>	<b>644,334</b>	
<b>Total Income or Expense</b>	<b>468,686</b>	<b>295,526</b>	<b>473,252</b>	<b>445,464</b>	<b>176,755</b>	<b>995,057</b>	<b>1,143,550</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
**52 52 Sewer - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Income or Expense</b>								
<b>Income From Operations:</b>								
<b>Operating income</b>								
3731 Sewer Fees	487,858	504,936	579,057	615,000	557,891	648,000	648,000	
3733 Sewer Connection Fees	1,400	700	2,100	4,000	700	3,100	3,100	
<b>Total Operating income</b>	<b>489,258</b>	<b>505,636</b>	<b>581,157</b>	<b>619,000</b>	<b>558,591</b>	<b>651,100</b>	<b>651,100</b>	
<b>Operating expense</b>								
4752.110 Salaries & Wages	106,544	99,313	110,033	115,002	103,640	117,530	117,530	
4752.111 Overtime Wages - Utilities	4,180	3,028	2,281	4,000	5,599	4,000	6,000	
4752.130 Employee Benefits	61,695	35,740	68,221	67,947	59,606	69,222	69,222	
4752.230 Travel, Conferences & Training	951	1,243	61	4,200	1,894	1,200	2,000	
4752.240 Office Supplies/ Reimbursement Expenses	791	263	356	750	567	750	750	
4752.245 Bank Charges - Utilities	0	0	0	0	1,021	900	1,100	
4752.250 Equipment - Supplies & Maintenance	265	11	67	5,000	553	5,000	5,000	
4752.254 Vehicle Repair & Maintenance	312	0	1,623	1,000	230	1,000	1,000	
4752.256 Shop Charges	28,644	26,484	25,075	25,075	27,489	27,489	27,489	
4752.265 System Repairs	1,456	0	0	10,000	4,433	10,000	10,000	
4752.268 Wastewater Treatment Fee (to Parowan City)	51,897	59,308	57,496	55,000	66,303	75,000	75,000	
4752.269 Sewer Bond Payment (to Parowan City)	99,122	99,122	99,122	100,000	99,122	100,000	100,000	
4752.280 Utilities	894	957	899	1,000	832	1,000	1,000	
4752.290 Telephone	0	0	0	0	286	0	0	
4752.310 Professional & Technical Services	2,204	20,142	23,384	31,025	19,892	31,175	31,175	
4752.550 Administrative Charges	41,317	42,814	38,442	38,442	21,508	21,508	21,508	
4752.620 Bad debt expense	487	0	5,559	0	0	0	0	
4752.690 Depreciation	50,765	50,765	50,765	45,000	50,102	50,760	50,760	
<b>Total Operating expense</b>	<b>451,524</b>	<b>439,190</b>	<b>483,384</b>	<b>503,441</b>	<b>463,077</b>	<b>516,534</b>	<b>519,534</b>	
<b>Total Income From Operations:</b>	<b>37,734</b>	<b>66,446</b>	<b>97,773</b>	<b>115,559</b>	<b>95,514</b>	<b>134,566</b>	<b>131,566</b>	
<b>Non-Operating Items:</b>								
<b>Non-operating income</b>								
3794 Interest Earnings	2,570	7,394	12,402	900	15,302	0	0	
3795 Sewer Impact Fees	7,313	0	11,213	0	2,194	600	600	
3872 Transfer from Sewer Impact Fee Fund	0	12,734	0	0	0	0	0	
<b>Total Non-operating income</b>	<b>9,883</b>	<b>20,128</b>	<b>23,615</b>	<b>900</b>	<b>17,496</b>	<b>600</b>	<b>600</b>	
<b>Non-operating expense</b>								
4847 Transfer to Asset Replacement Fund	0	0	0	0	20,000	0	20,000	
<b>Total Non-operating expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>20,000</b>	
<b>Total Non-Operating Items:</b>	<b>9,883</b>	<b>20,128</b>	<b>23,615</b>	<b>900</b>	<b>(2,504)</b>	<b>600</b>	<b>(19,400)</b>	
<b>Total Income or Expense</b>	<b>47,617</b>	<b>86,574</b>	<b>121,388</b>	<b>116,459</b>	<b>93,010</b>	<b>135,166</b>	<b>112,166</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
**53 53 Solid Waste - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Income or Expense</b>								
<b>Income From Operations:</b>								
<b>Operating income</b>								
3443 Sanitation Fees	139,314	136,001	141,759	145,000	172,717	186,000	186,000	
3445 Recycling Fees (Brian Head)	0	(169)	0	0	0	0	0	
3446 Recycling Fees (from other entities)	3,923	2,060	0	1,000	0	1,000	1,000	
<b>Total Operating income</b>	<b>143,237</b>	<b>137,892</b>	<b>141,759</b>	<b>146,000</b>	<b>172,717</b>	<b>187,000</b>	<b>187,000</b>	
<b>Operating expense</b>								
4753.110 Salaries & Wages	63,385	60,843	63,389	65,219	60,250	67,519	67,519	
4753.111 Overtime Wages (Sanitation)	3,603	2,042	1,583	2,000	3,178	2,000	4,500	
4753.130 Employee Benefits	36,367	25,377	47,380	46,685	41,718	47,692	47,692	
4753.240 Office Supplies/Reimbursement Expenses	406	153	304	500	353	500	500	
4753.245 Bank Charges - Utilities	0	0	0	0	416	300	480	
4753.250 Equipment - Supplies & Maint	10,658	9,885	1,289	15,500	12,213	15,500	15,500	
4753.254 Vehicle Repair & Maintenance	7,190	4,141	5,728	10,000	7,273	10,000	10,000	
4753.256 Shop Charges	16,709	15,449	14,627	14,627	16,035	16,035	16,035	
4753.480 Contract Services/Landfill Fees	25,112	22,537	23,670	24,000	22,902	26,500	26,500	
4753.550 Administrative Charges	17,274	16,956	15,954	15,954	8,773	8,773	8,773	
4753.620 Bad debt expense	1,173	0	(614)	0	0	0	0	
4753.690 Depreciation	45,348	45,348	45,348	45,000	41,569	45,000	45,000	
<b>Total Operating expense</b>	<b>227,225</b>	<b>202,731</b>	<b>218,658</b>	<b>239,485</b>	<b>214,680</b>	<b>239,819</b>	<b>242,499</b>	
<b>Total Income From Operations:</b>	<b>(83,988)</b>	<b>(64,839)</b>	<b>(76,899)</b>	<b>(93,485)</b>	<b>(41,963)</b>	<b>(52,819)</b>	<b>(55,499)</b>	
<b>Non-Operating Items:</b>								
<b>Non-operating income</b>								
3794 Interest income	1,722	3,327	4,385	800	6,082	400	400	
<b>Total Non-operating income</b>	<b>1,722</b>	<b>3,327</b>	<b>4,385</b>	<b>800</b>	<b>6,082</b>	<b>400</b>	<b>400</b>	
<b>Total Non-Operating Items:</b>	<b>1,722</b>	<b>3,327</b>	<b>4,385</b>	<b>800</b>	<b>6,082</b>	<b>400</b>	<b>400</b>	
<b>Total Income or Expense</b>	<b>(82,266)</b>	<b>(61,512)</b>	<b>(72,514)</b>	<b>(92,685)</b>	<b>(35,881)</b>	<b>(52,419)</b>	<b>(55,099)</b>	

**Brian Head Town**  
**Budgeting Worksheet**  
**55 55 Snowmaking Lease - 07/01/2018 to 06/06/2019**  
**100.00% of the fiscal year has expired**

	2016 Actual	2017 Actual	2018 Actual	2018 Budget	2019 Actual	Original Budget	Revised Budget	Worksheet Notes
<b>Income or Expense</b>								
<b>Income From Operations:</b>								
<b>Operating income</b>								
3731 Snowmaking Lease Revenue	365,989	288,072	293,711	288,950	0	285,197	285,197	
<b>Total Operating income</b>	<u>365,989</u>	<u>288,072</u>	<u>293,711</u>	<u>288,950</u>	<u>0</u>	<u>285,197</u>	<u>285,197</u>	
<b>Operating expense</b>								
4755.690 Depreciation	101,609	101,609	101,609	101,609	93,142	101,609	101,609	
<b>Total Operating expense</b>	<u>101,609</u>	<u>101,609</u>	<u>101,609</u>	<u>101,609</u>	<u>93,142</u>	<u>101,609</u>	<u>101,609</u>	
<b>Total Income From Operations:</b>	<u>264,380</u>	<u>186,463</u>	<u>192,102</u>	<u>187,341</u>	<u>93,142</u>	<u>183,588</u>	<u>183,588</u>	
<b>Non-Operating Items:</b>								
<b>Non-operating income</b>								
3794 Interest Earnings	2,204	3,448	5,324	0	4,809	0	0	
3851 Transfers from Water Fund	15,280	16,178	16,918	16,918	16,918	16,918	16,918	
<b>Total Non-operating income</b>	<u>17,484</u>	<u>19,626</u>	<u>22,242</u>	<u>16,918</u>	<u>21,727</u>	<u>16,918</u>	<u>16,918</u>	
<b>Non-operating expense</b>								
4755.820 Debt Payments - Interest	43,898	48,157	27,867	35,868	22,115	22,115	22,115	
4755.830 Administrative fees	500	500	0	900	2,000	500	500	
<b>Total Non-operating expense</b>	<u>44,398</u>	<u>48,657</u>	<u>27,867</u>	<u>36,768</u>	<u>24,115</u>	<u>22,615</u>	<u>22,615</u>	
<b>Total Non-Operating Items:</b>	<u>(26,914)</u>	<u>(29,031)</u>	<u>(5,625)</u>	<u>(19,850)</u>	<u>(2,388)</u>	<u>(5,697)</u>	<u>(5,697)</u>	
<b>Total Income or Expense</b>	<u>237,466</u>	<u>157,432</u>	<u>186,477</u>	<u>167,491</u>	<u>(95,530)</u>	<u>177,891</u>	<u>177,891</u>	



## STAFF REPORT TO THE TOWN COUNCIL

**SUBJECT:** Nightly Rental Ordinance Amendment  
**AUTHOR:** Bret Howser  
**DEPARTMENT:** Administration  
**DATE:** June 10, 2019  
**TYPE OF ITEM:** Legislative Action

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### SUMMARY:

The Town Council will consider an ordinance modifying Title 3 Chapters 1, 2A, and 2B of the Town Code which deal with business licensing and nightly rental requirements.

### BACKGROUND:

During the February 26, 2019 Council meeting, the Council was presented with a proposed amendment to the nightly rental code identified in the Business License Code. This generated many comments from the public and Council decided that a public hearing should be held to give the public an opportunity to express their opinions.

On March 11, 2019, the Council held a public hearing on the proposed amendments and received several people stating their concerns, solutions and opposition to the nightly rental code. The outcome of this meeting was to task the rental management companies to give a presentation to the Council on possible solutions to the nightly rental code as it addresses parking and occupancy limits.

On April 22, a group of nightly rental property managers, led by Lisa Halton, gave a presentation offering input from the nightly rental community on the best ways to address the concerns presented from concerned residents. In addition to the oral presentation, a group of nightly rental managers calling themselves the Brian Head Short Term Rental Collaborative (STRC) have sent a list of proposals to the Town.

On May 28<sup>th</sup>, the Council again took up the issue, reviewing a revised ordinance proposed by staff which incorporated changes derived from the various hearings and discussions. The ordinance still required individually licensing of nightly rentals, which received strong objections from a couple of nightly rental operators participating in the public meeting on May 28<sup>th</sup>. Also, it was brought up whether the nightly rentals should be required to have a local point of contact. Council asked staff for further research.

### ANALYSIS:

The attached ordinance includes the following changes from the proposal on May 28.

- Response time of 4 hours was removed. Instead, licensees are required to respond in a “timely” fashion.
- Insurance requirements were modified to require just regular insurance and not specifically a “short term rental policy”.

Staff reached out to the Utah Business License Association for feedback on whether other cities are requiring individual licensing or whether they use some kind of sub license. The majority of cities who responded require each physical location to have a license even if it is owned by the same individual or under a rental management company with the reasoning that if a license were suspended or revoked, then only one license would be affected. None of the responses received have any type of sub-license process in place for places with multiple

locations. Several of the responses received require the property owner to sign off on the application process and the fees were significantly higher. Alta charges \$154 p/year for lodging with ten or less guest rooms or \$35 a year to rent less than eight days a year. Park City was significantly higher in charging \$149 admin fee + \$28.74 p/bedroom which included the inspection fees.

Staff also contacted the Town attorney for his opinion regarding licensing individually, specifically whether it would complicate things legally if the Town were to attempt to restrict a licensee's ability to operate at a certain location without pulling their license altogether. His response follows:

*You could go the route of having one master license that identifies a bunch of properties, and then modify that license as need be based on complaints and violations. That looks fine under Utah law. The problem you have is that currently the Town's code only provides for suspending or revoking a license, not modifying it. You would need to amend 3-2B-4 and the nightly rental ordinance to more specifically provide for a proceeding to modify and restrict an already existing license, as well as a procedure for reinstating/reapplying for the original license. It does make the whole process more complicated, and there is risk of confusion over which license and which properties are currently licensed.*

*It kind of seems like more of a hassle for the Town (though I see the citizens' point of view) to have a master license that has lots of terms and conditions rather than several simpler licenses that can be revoked based on each location.*

### **FINANCIAL IMPLICATIONS:**

It is expected that the changes in the proposed fees for nightly rental license will result in about a \$10,000 increase in General Fund revenue in FY 2020. This has already been anticipated in the FY 2020 Tentative Budget. These funds would be used for administering the newly changed ordinances, which would require quite a bit of staff time, particularly in the first year.

There was some discussion on May 28<sup>th</sup> regarding adjusting these fees to be revenue neutral, but no consensus was received. Setting the fees is not part of this ordinance, so Council does not need to settle on it at this time. Staff will return with a fee schedule at the end of June.

### **BOARD/COMMISSION RECOMMENDATION:**

Recommendations from the STRC were included in the May 28<sup>th</sup> Council packet

### **STAFF RECOMMENDATION:**

Staff recommends that Council adopt the attached ordinance revisions.

### **PROPOSED MOTION:**

I move to adopt ordinance number 19-003 amending Title 3, Chapters 1, 2A, and 2B of the Brian Head Town Code updating definitions and requirements for business licensing and nightly rental licensing.

### **ATTACHMENTS:**

A – Nightly Rental Amended Ordinance



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING TITLE 3, BUSINESS LICENSE REGULATIONS, CHAPTER 1: DEFINITIONS, CHAPTER 2A: LICENSING IN GENERAL AND CHAPTER 2B SUSPENSION AND REVOCATION, REGULATING BUSSINESS WITHIN THE TOWN OF BRIAN HEAD.**

**WHEREAS**, The Brian Head Town Council has identified a need to amend the Brian Head Business License Code in order to regulate nightly rentals within the Town limits of Brian Head, Utah; and,

**WHEREAS**, the Council held a public hearing on March 11, 2019 to receive public comment on the proposed amendments to the Business License Code, Chapter 1 (Definitions), Chapter 2A (Licensing in General) and Chapter 2B (Suspension and Revocation). Public comments were received and submitted to the Town Clerk as part of the record for the public hearing; and,

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

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

**Section 1.** The Brian Head Town Code, Title 3 Business License Code, Chapter 1 (Definitions) "Attachment A", Chapter 2A (Licensing in General) "Attachment B" and Chapter 2B (Suspension and Revocation) "Attachment C" are hereby adopted and codified into Brian Head Town Code, Title 3, to regulate Nightly Rental business within the Town of Brian Head, Utah. All businesses within the Town of Brian Head shall comply with the Brian Head Business License Code; and

**Section 2. Effective Date.** This Ordinance shall take effect upon its passage by a majority vote of the Brian Head Town Council. Upon this Ordinance being adopted by the Brian Head Town Council, all provisions of this Ordinance shall be incorporated into Title 3 of the Brian Head Town Code.

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

DRAFT

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

**Section 5. Repealer.** All provisions of the Brian Head Town Code that are inconsistent with the expressed terms of this Ordinance and all prior Business License Codes previously adopted shall be repealed.

**PASSED AND ADOPTED BY THE BRIAN HEAD TOWN COUNCIL this \_\_\_\_\_ day of June 2019 with the following vote.**

Mayor Clayton Calloway	Aye_____	Nay_____
Council Member Lynn Mulder	Aye_____	Nay_____
Council Member Kelly Marshall	Aye_____	Nay_____
Council Member Larry Freeberg	Aye_____	Nay_____
Council Member Shad Hunter	Aye_____	Nay_____

***BRIAN HEAD TOWN COUNCIL***

By: \_\_\_\_\_  
Clayton Calloway, Mayor

**ATTEST:**

\_\_\_\_\_  
Nancy Leigh, Town Clerk

(SEAL)

**CERTIFICATE OF PASSAGE AND POSTING**

I hereby certify that the above Ordinance is a true and accurate copy, including all attachments, of the Ordinance passed by the Town Council on the \_\_\_\_ day of May 2019, 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

# Title 3 BUSINESS AND LICENSE REGULATIONS

## Chapter 1 DEFINITIONS

### 3-1-1: DEFINITIONS:

#### **3-1-1: DEFINITIONS:**

All words and phrases used in this title shall have the following meanings, unless a different meaning clearly appears from the context:

**AGENT:** Means any legal authorized entity acting on behalf of a property owner, including but not limited to a rental management company, property manager, an executor of the owner's estate, or other legal fiduciary.

**BUSINESS:** A distinct and separate "person" or entity "engaging in business", as those terms are defined in this section. A "business" may be distinguished from another business by separate state sales tax numbers, federal tax identification numbers (employer identification number), and/or separate ownership.

**BUSINESS AND SPECIAL EVENTS NUISANCE:** Any licensed premises where persons are permitted to use profanity, indecent, immoral, loud or boisterous language, or immoral, unruly, disorderly, lewd, obscene conduct is permitted, or carried on; or persons under the age of twenty one (21) are permitted to purchase or drink beer, alcoholic beverages or liquor; or city, county, state or federal laws or ordinances are violated by the licensee or his agents or patrons with the consent or knowledge, actual or constructive, of the licensee which tend to affect the public health, safety, peace or morals; or patrons are throwing litter or other objects within the licensed premises or from the licensed premises in a manner which tends to affect the public safety or health.

**CHARITABLE ORGANIZATION:** Any organization recognized by the internal revenue service (IRS) as a 501(c)(3) charitable organization, such as, but not limited, to a religious organization, or any social or welfare organization recognized and dedicated to the relief of the poor, care of the sick or elderly, or aid to victims of disaster, catastrophe or personal tragedy.

**COMMERCIAL VEHICLES AND TRAILERS:** Motor vehicles that are utilized in the normal course of business, including, but not limited to, delivery trucking, commercial hauling, snow removal services, transportation of goods or other cargo rental vehicles, concrete trucks and dump trucks. "Commercial vehicles and trailers" do not include those that transport people to, from and within Brian Head Town for a fee.

**CONDUCTING BUSINESS:** Includes the sale or offering for sale of any goods or merchandise, or the offering or performing of any service for valuable consideration of any kind.

**CORPORATE SPONSOR:** Any business or combination of businesses which provide funding for any special event for a substantial amount of the funds necessary to promote the event or

account for substantial amount of the event's operating expenditure budget.

**DESIGNEE:** A Brian Head Town staff member authorized by the town Licensing Officer to process liquor related and business license applications and renewals.

**ENGAGING IN BUSINESS:** Includes all activities engaged in within the corporate limits of Brian Head Town carried on for the purpose of gain or economic profit, except that the acts of employees rendering service to employers shall not be included in the term business unless otherwise specifically prescribed. "Engaging in business" includes, but is not limited to, the sale or rental of tangible personal or real property at retail or wholesale, the manufacturing of goods or property and the rendering of services for others for a consideration, except the rendering of services by an employee to his employer under any contract of employment.

**FIREWORKS PERMIT:** A permit issued by the town fire marshal for aerial or concession fireworks, pursuant to current fire codes.

**HEARING OFFICER:** The Town Manager of Brian Head Town is designated as the hearing officer for Brian Head Town.

**LICENSE FEE:** Includes the administrative fee as defined by the consolidated fee schedule.

**LICENSED PREMISES:** Any room, building, structure or place, whether permanent or temporary, occupied by any person licensed to conduct business within the town boundaries.

**LICENSEE:** Any person to whom a license has been issued pursuant to the provisions of this Title, including individual persons, partnerships, joint ventures, associations, clubs, trusts, corporations or any other entities qualified by law to carry on any business referred to herein. The term Licensee as used herein shall include all of the above and shall be either the applicant or licensee. ~~holding a valid business license in connection with the operation of a place of business. The licensee is responsible for the acts and omissions of its employees.~~

**LICENSING OFFICER:** The Town Clerk, or his or her designee, responsible for receiving from an applicant the completed application and either granting, suspending or denying the application.

**MOBILE FOOD VENDOR:** Any business in which readily consumable on site food service is offered from a motor vehicle.

**NIGHTLY LODGING RENTAL FACILITY:** Also called "short-term rental" Any place providing temporary sleeping accommodations to the public for a period less than thirty (30) days, including, without limitation, a hotel, motel, lodge, condominium project, single-family residence, bed and breakfast, boarding house, inn, resort, rooming house, recreational lodging unit, private campground, or timeshare project.     

**NONPROFIT CORPORATION:** A corporation or company which is not conducted or maintained for the purpose of making a profit and/or no part of the income of which is distributable to its members, trustees or officers, or a nonprofit cooperative association.

**PERMIT:** Permits may be issued by the Licensing Officer, or his or her designee, to any business, individual or special events that are identified in subsection 3-2A-5B of this title, as a permit holder in lieu of a license. Permits are considered temporary in nature unless otherwise identified.

**PERSON:** Any individual, receiver, assignee, trustee in bankruptcy, trust, estate, firm, partnership, joint venture, club, company, business trust, corporation, association, organization, society or other group of individuals acting as a unit, whether mutual, cooperative, fraternal, for profit, nonprofit, or otherwise.

**PLACE OF BUSINESS:** Each separate location maintained or operated by the licensee within Brian Head Town from which business activity is conducted or transacted. A location shall be identified by street address or by building name if a street address has not been assigned. "Place of business" means cafes, restaurants, public dining rooms, cafeterias, taverns, cabarets, and any other place where the general public is invited or admitted for business purposes, including any patios, balconies, decks or similar areas, and also means private clubs, corporations and associations operating under charter or otherwise wherein only the members, guest members and their visitors are invited. Occupied hotel, motel rooms, condominiums and cabins that are not open to the public shall not be "places of business" as herein defined.

**RESTAURANT:** A place of business where a variety of food is prepared and/or cooked and complete meals are served to the general public and is engaged primarily in serving meals to the general public.

**ROUTE DELIVERY:** Any delivery made to customers of a business which makes repeated door to door deliveries to the same households along designated routes with an established time interval in between delivery visits. The majority of such deliveries must be to fulfill orders previously made by the customer. Such businesses will include, but not be limited to, dairies and sellers of bulk meats or produce.

**SALE/SELL OR TO SELL:** Any transaction, exchange or barter whereby, for any consideration, or by any means or any pretext promised or obtained, whether done by a person as a principal, proprietor, or as an agent, servant or employee, unless otherwise defined in this title.

**SEASONAL BUSINESS:** A business engaging in business for more than thirty (30) days in a given year, but not exceeding more than six (6) months in the same year.

**SEXUALLY ORIENTED BUSINESS:** A "business" as defined in [chapter 5](#) of this title, "Sexually Oriented Businesses".

**SOLICITED DELIVERY:** A delivery of previously ordered goods or services or the United States mail. "Solicited delivery" includes, but is not limited to, the delivery of newspapers or publications pursuant to a subscription, the United States mail, parcel delivery services, businesses engaging in route delivery or persons delivering previously ordered goods or services on behalf of an established retailer of those goods or services.

**SPECIAL EVENT:** Any event, public or private, with either public or private venues, requiring town licensing beyond the scope of normal business and/or liquor regulations, as defined by this code; or any event held on public or private property in which the general public is invited, with or without charge, and which creates significant public impacts through any of the following:

- A. The attraction of large crowds;
- B. Necessity for street closures on any arterial street necessary for the safe and efficient flow of traffic in Brian Head Town;
- C. Use of public property;

- D. Use of town transportation services;
- E. Use of off-site parking facility;
- F. Use of amplified music in or adjacent to a residential neighborhood;
- G. Use of town personnel;
- H. Impacts via disturbance to adjacent residents;
- I. Disruption of the normal routine of the community or affected neighborhood; or
- J. Necessitates special event temporary beer or liquor licensing in conjunction with the public impacts.

**SPONSOR:** A person, group or business which has contracted to provide financial or logistical support to any special event or festival. Such agreement may provide for advertising rights, product promotion, logo promotion, exclusivity of rights, products or logos.

**STREET CLOSURE:** The deliberate blockage of any public street or town owned parking facility to prohibit the flow of traffic or access of vehicles. Any non-construction street closure shall require a special event license.

**UNIT:** Any separately rented portion of a hotel, motel, condominium, single-family residence, duplex, triplex or other residential dwelling without limitation.

**UNSOLICITED DELIVERY:** Delivery that is not a solicited delivery, including the delivery of any unsolicited newspaper or publication, sample product or advertising material. Unsolicited newspapers or publications, sample products or advertising material shall include, but not be limited to, handbills describing or offering goods or services for sale, any goods or products that were not previously ordered by the homeowner or occupant, any newspaper or publication delivered without a subscription by the owner or occupant, and any coupons or rebate offers for goods and services.

**VENDOR:** Any person, group or business that transacts business within the town limits on a temporary basis for no more than twenty nine (29) days, such as special events.

**VENUE:** The location or locations upon which a special event or festival is held, as well as the ingress and egress route when included in the special event license. (Ord. 08-017, 8-26-2008)

# **Title 3 – Business & Licensing Regulations**

## **Chapter 2**

### **BUSINESS LICENSING ARTICLE A. IN GENERAL**

**3-2A-1: LICENSE REQUIRED:**

**3-2A-2: EXEMPTIONS:**

**3-2A-3: TRIPLE FEE FOR FAILURE TO OBTAIN REQUIRED LICENSE:**

**3-2A-4: APPLICATION FOR LICENSE:**

**3-2A-5: FEE PROVISIONS:**

**3-2A-6: INVESTIGATION OF APPLICANT:**

**3-2A-7: INSPECTIONS FOR CODE COMPLIANCE:**

**3-2A-8: CONDITIONS FOR DENIAL OF LICENSE:**

**3-2A-9: NOTIFICATION OF ISSUANCE OR DENIAL; BUSINESS OPERATIONS  
DURING REVIEW AND INSPECTION:**

**3-2A-10: APPEALS OF LICENSE DENIAL:**

**3-2A-11: ISSUANCE OF LICENSE CERTIFICATE:**

**3-2A-12: RENEWAL OF LICENSE CERTIFICATE:**

**3-2A-13: UNRELATED BUSINESS ACTIVITIES:**

**3-2A-14: TERM OF LICENSE:**

**3-2A-15: DUTY TO DISPLAY LICENSE:**

**3-2A-16: BRANCH ESTABLISHMENTS:**

**3-2A-17: SEPARATE BUSINESSES, LICENSED PREMISES:**

**3-2A-18: MULTIPLE LICENSING:**

**3-2A-19: USE OF PUBLIC PROPERTY:**

**3-2A-20: CERTAIN ACTS PROHIBITED:**

**3-2A-21: CLASSIFICATION STANDARDS OF SPECIFIC BUSINESSES:**

**3-2A-21-1: CONTRACTORS AND BUILDERS:**

**3-2A-21-2: MOBILE VENDORS:**

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

**3-2A-21-4: RESTAURANTS, FOOD SERVICE, TAVERNS, ETC.:**

**3-2A-21-5: RESIDENTIAL GARAGE SALES:**

**3-2A-21-6: CHILDCARE SERVICES:**

**3-2A-21-7: OUTDOOR SALES:**

**3-2A-1: LICENSE REQUIRED:**

Unless exempted by state or federal law, or by this title, it shall be unlawful for any person to

engage in business within the town, whether on a temporary or permanent basis, without first procuring the license required by this article. (Ord. 08-017, 8-26-2008)

### **3-2A-2: EXEMPTIONS:**

The licensing provisions of this article shall not apply to the following kinds of activities that would otherwise fall within the purview of this article:

- A. Political Actions: No license shall be required to solicit signatures on petitions of a political nature, or to canvass or solicit funds on behalf of candidates for office or ballot issues. Campaign literature may be delivered to homes, subject to the delivery conditions set forth in subsection F of this section.
- B. Religious Actions: No license shall be required of persons exercising their right to express their religious views; provided however, that no person shall use this exemption to sell merchandise. Delivery of any publication or material shall be subject to the delivery conditions set forth in subsection E of this section.
- C. Civic Groups: No licensing shall be required of local civic organizations, such as Boy Scouts, Girl Scouts, historic preservation groups, schools, museums, and charitable organizations. Delivery of any publication or material shall be subject to the delivery conditions set forth in subsection E of this section.
- D. Solicited Deliveries: No special license shall be required of any person making an "unsolicited delivery", other than the license(s) required by this title to engage in business.
- E. Unsolicited Deliveries: No special license shall be required of any person making an "unsolicited delivery" other than licenses(s) required by this title to engage in business. However, any person making an unsolicited delivery of any kind shall not cause unsolicited material to be stacked, piled or accumulated on any driveway, porch, automobile, building, yard, doorway, stairwell or doorknob, without the prior express consent of the occupant of the premises. It shall be unlawful for any person to deliver any unsolicited material to a residence where that person's previously delivered material remains uncollected. Additionally, any person making such an unsolicited delivery to a residence who finds his or her prior uncollected material there shall properly dispose of that person's uncollected material.
- F. State Licensees: Solicitors who hold valid state issued licenses to act as real estate brokers or agents, stock brokers, or insurance agents or salesmen, need not obtain a separate solicitor's license from the town, but shall conduct their solicitation activities in accordance with the provisions of this code.
- G. Delivery Prohibition: It shall be unlawful for any person to deliver any unsolicited material to any person, residence or premises where the occupant thereof has requested that such delivery cease or where such occupant has posted his/her desire not to receive such unsolicited material. (Ord. 08-017, 8-26-2008)
- H. Minors: A license shall not be required for a business that is operated occasionally and by an individual who is under 18 years of age. The Licensing Officer will evaluate the size,

frequency, duration, visibility, and seasonality of the proposed business to determine whether the proposed business is considered occasional. (Ord. 17-005, 7-25, 2017)

- I. Low Impact Home Occupation: Home occupation businesses which do not have employees or customers coming to the home, but the work of the business is conducted primarily within the home. Low impact home occupations are those which do not create the following: 1) on or off street parking which generate excessive customer or client traffic that is detrimental to the residential character of surrounding properties of the neighborhood; 2) does not have retail sales at the home site or additional deliveries, 3) does not have storage or inventory or materials, 4) does not create noise vibration, glare, fumes, odors, or electrical or electronic interference detectable by neighbors; 5) does not cause an increase of common expenses or an increase in law enforcement and/or public safety services. (Ord. 17-005, 7-25, 2017).

### **3-2A-3: TRIPLE FEE FOR FAILURE TO OBTAIN REQUIRED LICENSE:**

Unless exempted by state or federal law or by this article, any person who engages in business prior to submitting a completed application and payment of all fees shall pay triple the specified fee for said license. The payment of such triple fee shall not relieve any person from fully complying with all the requirements of this title, nor from any other prescribed penalties. (Ord. 08-017, 8-26-2008)

### **3-2A-4: APPLICATION FOR LICENSE:**

Applications for business licenses shall be made in writing to the Town Licensing Officer or designee. Each application shall state the name of the individual applicant, the name of the business as registered with the state, the local street address of the business' physical location in the town, the business mailing address, if different from the local street address, the type of business entity (corporation, partnership, limited liability company, sole proprietorship, etc.), the license fee to be paid, the name and street address of the business' registered agent who is authorized to receive service of process, a detailed description of all anticipated business operations for which applicant seeks licensure, and any evidence of applicant's license, state sales tax reporting number, ~~town business license retail fee, state contractor's license number, if applicable, state real estate broker's license number, if applicable, state daycare licensing number, if applicable,~~ if applicant is licensed under another agency regulations, then applicant shall submit a copy of the valid permit/license issued by such agency, and federal employer identification number, and shall contain such additional information as may be needed for the purpose of guidance of the licensing officer in issuing the license. Any change in the above information furnished by the applicant shall be forwarded in writing, within ten (10) days of the change, to the Licensing Officer. License application forms shall be reviewed and kept on file by the Licensing officer, or their designee. (Ord. 08-017, 8-26-2008)

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### **3-2A-5: FEE PROVISIONS:**

- A. Fee For License To Accompany Application: Each license application shall be accompanied by the business license fee required to be paid for the issuance of the license desired. The applicable license fees are listed in the consolidated fee schedule.
- B. Regulatory Fees Imposed: There is hereby imposed and levied an annual business license or permit fee based on the type of businesses described below. Fees are identified in the consolidated fee schedule on file with the town licensing officer.

**BRIAN HEAD TOWN BUSINESS FEES**

Application	Type Of License Issued
New business application	License
Renewal business application	License
Special events coordinator	License
Special event vendor	Permit (per event)
Door to door solicitation employee	Permit (temporary)
Door to door business	License
Sexually oriented business	License
Sexually oriented business employee	Permit per employee
Outdoor sales license	Permit
Street vendor	License

- C. Fees Declared Debt; Collection: Any license fee due and unpaid under this title, and all penalties thereon, shall constitute a debt to the town and may be collected by court proceedings in the same manner as any other debt, or may be turned over to a collection agency, which remedy shall be in addition to all other existing remedies.
- D. Fee Payments; Renewal And Penalty:
  1. The annual business license fee provided in this section shall be due and payable to the town on or before October 1 of each year for renewal of licenses for businesses which were licensed for the previous license year. Business licenses for previously unlicensed businesses shall be issued for the unexpired portion of the license year in which issued, upon payment of the annual license fee.
  2. If the renewal license fee is not paid on or before October 31 of the year in which the renewal license is due, in addition to the regular renewal fee required, there shall be a business license enforcement fee imposed of twenty five percent (25%) of the license fee imposed by this article, or fifteen dollars (\$15.00), whichever is greater.

3.
  - a. If the renewal license fee is not paid in full on or before November 30 of the year in which the renewal fee is due, the business license enforcement fee shall be increased to fifty percent (50%) of the license fee imposed by this chapter.
  - b. If the renewal license fee is not paid on or before December 15 of the year in which the renewal fee is due, the business license enforcement fee shall be increased to one hundred percent (100%) of the license fee imposed by this article.
4. Upon a proper showing that the business is of such a seasonal nature that business has not been conducted to date, the Licensing Officer or designee may waive the business license enforcement fee of said renewal.
5. Any previously licensed business cited for engaging in business in violation of this title shall have ten (10) days from the date of citation to come into compliance with this title. Failure of the licensee to reach compliance within ten (10) days of the date of citation will subject the business to closure and the licensee to all applicable civil and criminal penalties.
- E. **Renewal Billing Procedure:** On or before August 1 of each year, the Licensing Officer shall send a license renewal application to each current licensee within the town at the last known address of the licensee as registered with the town. (Ord. 08-017, 8-26-2008)
- F. **License Fee Adjustment To Avoid Burdening Interstate Commerce:** The business license fee imposed by this title shall not be applied so as to place an undue burden on interstate commerce. In any case, where the license fee is believed by a licensee or applicant for a license to place an undue burden upon interstate commerce, such licensee or applicant may apply to the licensing officer, or his or her designee, for an adjustment of the fee so as to relieve such burden by submitting other supporting information as the licensing officer, or his or her designee, may deem necessary in order to determine the extent, if any, of such undue burden. The Licensing Officer, or his or her designee, shall then conduct an investigation, comparing the subject business with other businesses of like nature and shall make findings of fact from which he shall determine whether the license fee is discriminatory, unreasonable or unfair as to the licensee or applicant from the standpoint of its impact on interstate commerce, and shall recommend to the Town Manager an appropriate license fee under the circumstances, and the Town Manager shall fix the license fee in such amount. If the regular license fee has already been paid, the town manager shall order a refund of any amount over and above the amount of the license fee fixed, if any. In fixing the fee to be charged, the licensing officer, or his or her designee, may use any method which will assure that the fee assessed shall be uniform with that assessed on business of like nature; provided, however, that the amount assessed shall in no event exceed the regular fee prescribed in this title. (Ord. 08-017, 8-26-2008; amd. 2010 Code)
- G. **Refund Of Fee:** Unless otherwise provided herein, no business license fee is refundable for any reason whatsoever once the license has been issued by the town, except when the license was issued in error. If a license is denied, applicant shall be entitled to a refund of the amount paid in excess of twenty-five dollars (\$25.00). The sum of twenty-five dollars (\$25.00) shall be retained to offset application processing costs. (Ord. 08-017, 8-26-2008)

### **3-2A-6: INVESTIGATION OF APPLICANT:**

The Licensing Officer, or designee, may, at any time prior to the issuance of any business license required by this title, investigate any applicant for such license if the Licensing Officer has reasonable cause to believe that the applicant: a) has filed an application which is incomplete, erroneous or false in any respect; b) fails in any respect to qualify to do business in the town under any federal, state or town law, rule or regulation; c) has committed such act or acts as may be grounds for revocation or denial of a license application under any federal, state or town law, ordinance, rule or regulation; or d) investigation is provided for by town ordinance. The Licensing Officer, or designee, may compel the production of documents and witnesses in order to conduct such investigation as provided by this section. (Ord. 08-017, 8-26-2008)

### **3-2A-7: INSPECTIONS FOR CODE COMPLIANCE:**

- A. Permitted; Fee: Prior to the issuance of a license to engage in a new business not previously licensed at that location or an existing business with a change of location, the applicant shall be required to permit inspections to be made of the prospective place of business of the applicant by the appropriate departments of the town or other governmental agency to ensure compliance with building, fire, health codes, and town ordinances that may apply. No license shall be granted unless any required inspection reveals that the prospective place of business is in compliance with the building, fire and health codes. In addition to the business license fees, the applicant shall pay an inspection fee as set forth in the consolidated fee schedule at the time of application.
- B. Periodic Inspections: Existing places of business licensed within the town may be inspected periodically by departments of the town for compliance with building, fire, health and other town codes. Written notice shall be given by the Licensing Officer, or their designee, to a licensee upon the finding of any code infractions, which notice shall provide for a reasonable period, not to exceed sixty (60) days, in which to correct such infractions, the failure of which shall result in the revocation of the license by the Licensing Officer or designee. (Ord. 08-017, 8-26-2008)

### **3-2A-8: CONDITIONS FOR DENIAL OF LICENSE:**

- A. Specified: The licensing officer or designee may deny a license if the applicant:
  - 1. Has been convicted of a crime involving fraud or dishonesty, or a felony by any state or federal court within the past five (5) years, or now has criminal proceedings pending against him in any state or federal court for a crime involving fraud or dishonesty or a felony;
  - 2. Has obtained a license by fraud or deceit, or given false or misleading information in any application;
  - 3. Has failed to pay required taxes or fees imposed by the town;

4. Has violated the laws of the state, the United States government, or the ordinances of the town governing operation of the business for which the applicant is applying for license;
  5. No longer has a current, valid permit or license from any other federal, ~~or state,~~ or county agency necessary for the applicant to engage in the business that is the subject of the application;
  6. Has failed to comply with the conditions and requirements of any town ordinance;
  7. Operates an offensive business that has become a "business and special events nuisance", as defined in section [3-1-1](#) of this title, or as determined by the town nuisance ordinance; or
  8. Fails to meet the standards for the license classification set forth in section [3-2A-21](#) of this article.
- B. Issuance Inappropriate: Applications may also be denied on the grounds that the general health, welfare and public safety of the community makes the issuance of such a license inappropriate. (Ord. 08-017, 8-26-2008)

### **3-2A-9: NOTIFICATION OF ISSUANCE OR DENIAL; BUSINESS OPERATIONS DURING REVIEW AND INSPECTION:**

- A. Notification: Within a reasonable time, the Licensing Officer or designee shall notify the applicant of:
1. The denial of a license and the reason for such denial; or
  2. The issuance of the license.
- B. Business Operations: Upon receipt by the Licensing Officer, or designee, of a completed license renewal application and full payment of all fees required hereunder for said application, an applicant for a renewal license may continue its business operations during the review and inspection process. Any applicant for a new license who conducts or engages in business during the review period proceeds at his or her own risk, and no legal or equitable rights exist prior to the issuance of the actual license certificate. (Ord. 08-017, 8-26-2008)

### **3-2A-10: APPEALS OF LICENSE DENIAL:**

A license application denial by the Licensing Officer, or designee, may be appealed to the Hearing Officer by filing a written notice of appeal with the Town Clerk within ten (10) days of denial of the license application. The Hearing Officer shall hear the appeal within thirty (30) days of the filing of the notice of appeal. After the decision of the Hearing Officer, the applicant may request an appeal of the Hearing Officer's decision to the Town Council for a final decision on behalf of the

town following the same procedures set forth herein for appeal of the licensing officer's decision. (Ord. 08-017, 8-26-2008)

### **3-2A-11: ISSUANCE OF LICENSE CERTIFICATE:**

All issued license certificates shall be signed by the Licensing Officer or designee, under the seal of the town, which signature may be placed mechanically, and contain the following information:

- A. The name of the person to whom such certificate has been issued;
- B. The name of the business, if applicable;
- C. The type of license;
- D. The term of the license with commencement and expiration date;
- E. The purpose for which the licensee is authorized to do business;
- F. The local street address;
- G. The license or permit number; and
- H. A statement that the license is nontransferable. (Ord. 08-017, 8-26-2008)

### **3-2A-12: RENEWAL OF LICENSE CERTIFICATE:**

Upon receipt of the license fee, the town shall issue a license certificate valid through September 30 of the next year. (Ord. 08-017, 8-26-2008)

### **3-2A-13: UNRELATED BUSINESS ACTIVITIES:**

- A. Defined: For purposes of this section, "unrelated business activities" shall mean two (2) or more activities in which a licensee engages or conducts business that the licensing officer or designee categorizes under separate use and/or service.
- B. Provisions To Do Business Under One Business License: If the purposes for which a licensee is authorized to do business include multiple unrelated business activities, the town shall identify each authorized unrelated business activity on the license. The business shall set forth and limit the unrelated business activity authorized by the business license to the location identified in the business license issued.
- C. Modification of Business License: All provision of this title for denial, revocation, suspension or change to the business license shall apply equally to all unrelated business activities identified on the issued license. Where an unrelated business activity is denied, revoked,

suspended or voluntarily terminated in accordance with this title, the applicant must notify the town business Licensing Officer within ten (10) days to amend the business license, or the Licensing Officer may amend the business license on his/her own initiative. All other business activities authorized by the business license shall remain in effect insofar as they are not affected by the revoked or suspended unrelated business activity. A modified business license will be issued which will identify all of the approved unrelated business activities of the business. A fee shall be retained to offset application processing costs as identified in the consolidated fee schedule. (Ord. 08-017, 8-26-2008)

### 3-2A-14: TERM OF LICENSE:

The business license period will be from October 1 through September 30 of the following year. Renewed license certificate shall be valid through the next following September 30, unless revoked pursuant to this title. New license certificates issued between August 1 and September 30 shall be valid through September 30 of the following year, unless revoked. (Ord. 08-017, 8-26-2008)

### 3-2A-15: DUTY TO DISPLAY LICENSE:

Every licensee licensed pursuant to the provisions of this article shall keep the license displayed and exhibited while the same is in Every licensee not having a fixed place of business shall carry such license with them at all times while carrying on the business for which the license is issued and shall produce the license for inspection when requested to do so by any person. (Ord. 08-017, 8-26-2008)

### 3-2A-16: ~~BRANCH ESTABLISHMENTS SEPARATE LICENSE REQUIRED FOR SEPARATE PHYSICAL LOCATIONS:~~

A separate license must be obtained for each ~~branch establishment~~ or separate physical location in which business is engaged within the town, as if such ~~branch establishment~~ or location were engage only in the business licensed thereby at the location or in the manner designated in such license; provided, that warehouses and distributing places used in connection with or incident to a business licensed under this article shall not be deemed to be separate places of business or branch establishments. (Ord. 08-017, 8-26-2008)

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### 3-2A-17: SEPARATE BUSINESSES, LICENSED PREMISES:

Where two (2) or more persons conduct separate businesses at the same location, each such person shall obtain a separate license for each such business and pay the required license fee for such business. Where a person is a licensee pursuant to provisions in the beer and liquor licensing chapter of this title, that person shall obtain a separate business license for each licensed premises. (Ord. 08-017, 8-26-2008)

### **3-2A-18: MULTIPLE LICENSING:**

Any one person may be issued any of the licenses and/or permits described and created in this title and may simultaneously hold more than one license, and/or a regular town business license. The granting of multiple licenses shall not grant privileges not specifically granted by the licenses issued, nor shall the issuance of multiple licenses extend the time limitations imposed on any of these special licenses that are of a temporary nature. Suspension or revocation of one of the multiple licenses shall not act as a suspension of any other license then in effect, unless the grounds for the suspension of one are also the grounds for suspension of other licenses held by the licensee. (Ord. 08-017, 8-26-2008)

### **3-2A-19: USE OF PUBLIC PROPERTY:**

With the exception of those licenses/permits listed above which specifically grant the right to make use of the town streets or sidewalks, all commercial activity shall be confined to private property and to fully enclosed buildings on that property, except as provided by this title. (Ord. 08-017, 8-26-2008)

### **3-2A-20: CERTAIN ACTS PROHIBITED:**

It shall be unlawful for any person, business, corporation, partnership or other entity to attract or attempt to attract people tolling, shouting, hawking, ringing any bells, horn, sounding any siren or other noise making device, or by displaying any light or lantern, or by waving, hailing or otherwise signaling to passersby or by touching or physically detaining them. (Ord. 08-017, 8-26-2008)

### **3-2A-21: CLASSIFICATION STANDARDS OF SPECIFIC BUSINESSES:**

#### **3-2A-21-1: CONTRACTORS AND BUILDERS:**

- A. Fee Assessed: All general contractors and subcontractors, including, but not limited to, builders, electricians, plumbers and backflow device technicians, with their principal place of business within the town, shall be assessed a license fee each year as set forth in the consolidated fee schedule, which shall be paid and a business license issued prior to engaging in any construction within the town, unless exempted from licensure under state law.
- B. State Licensing Requirements: No contractor shall be issued a business license under this section unless and until they have provided a copy of a valid state contractor's license which validates that the contractor is currently licensed with the state department of commerce, including the state license number and date of expiration. If said state license expires prior

to September 30 of the year, each contractor must provide proof of renewal within ten (10) days of renewal or shall forfeit the town business license for the balance of the year. (Ord. 08-017, 8-26-2008)

### **3-2A-21-2: MOBILE VENDORS:**

It shall be unlawful to sell food, flowers, agricultural products, ice cream, candy, popcorn or other goods or merchandise from tents/canopies, push carts, mobile wagons, trailers or motor vehicles (collectively "Mobile Vendors") on private or public property, except as authorized and licensed under this article. This section shall in no way govern temporary commercial structures, which are instead regulated under the Land Management Code and the International Building Code. Consistent with Utah Code § 10-1-203(5), a license is not required for a business that is only operated occasionally and operated by an individual under the age of 18 (such as a lemonade stand). 2010 Code, amd. Ord. 18-010, 9-10-2018

#### **A. Sales At Construction Sites:**

1. A business license may be obtained for a mobile vendor to conduct business on private property as a service to construction sites. Licensees must list the construction sites they intend to serve on the license application, and update the list as needed throughout the year. 2010 Code, amd. Ord. 18-010, 9-10-2018
2. Licensees shall have written permission from the owner of the private property to conduct business on that property and shall not remain at any one site for more than a two (2) hour period per day. 2010 Code, amd. Ord. 18-010, 9-10-2018

#### **B. Sales Within Public Rights Of Way: Vending within any public right of way is strictly prohibited (except as allowed under the terms of a special event permit). amd. Ord. 18-010, 9-10-2018**

#### **C. Special Events: Mobile Vendors may operate on private land under a special event permit and with the permission of the property owner according to conditions of the special event permit. If the special event permit allows for the event to operate within a specific public right of way, mobile vendors associated with that special event may operate within the public right of way according to the conditions of the special event permit. Ord. 18-010, 9-10-2018**

#### **D. Terms And Conditions: Mobile vendors may obtain a license subject to the following terms and conditions: 2010 Code, amd. Ord. 18-010, 9-10-2018**

1. License Fee: The license fee for a mobile vendor business license shall be as set forth by the consolidated fee schedule. 2010 Code, amd. Ord. 18-010, 9-10-2018
2. Health Department Approval: All mobile vendors serving food or garden produce for human consumption must have the means of preparing, keeping and serving the foods approved by the health department. This approval, in writing, must be submitted as part of the license application. Withdrawal of health department approval for sanitary or health violations is grounds for revocation of the town license. 2010 Code, amd. Ord. 18-010, 9-10-2018

3. Fire Inspection Approval. All mobile vendors which meet Utah State guidelines for a "food truck" serving food for human consumption must submit proof of inspection when applying for a business license. amd. Ord. 18-010, 9-10-2018
4. Limitation On Locations: Mobile vendors shall be restricted to construction sites or special events. Street vending on town rights of way during construction or other situations creating a public health or safety concern may be prohibited by the building department or public safety department. Ord. 17-005, 7-25-2017, amd Ord. 18-010, 9-10-2018
5. Mobile Vendors Required To Move Location: It shall be unlawful for any mobile vendor to obstruct pedestrian or vehicular traffic on streets or sidewalks. Vendors shall move a distance of at least two hundred fifty feet (250') from their prior location every two (2) hours during which they are conducting business, except as allowed under the conditions of a special event permit. It shall be unlawful for any mobile vendor to conduct business in a location that impairs reasonable pedestrian or vehicular access to any adjoining building, alley, yard or other property. 2010 Code amd. Ord. 18-010, 9-10-2018

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

~~All nightly lodging facilities must be licensed before being offered for rent or used for nightly lodging. Licensed/contracted property management or rental agencies do not require a separate license for each rental location. 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.~~

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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 facility and/or the designated property manager, if any. 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 property manager) with the written and signed consent of the property owner. The owner of the property which will be used as a nightly rental. If multiple properties will be used for nightly rentals, each separate location will be licensed individually in accordance with 3-2A-16 of this article. A property owner may designate an agent to apply for and obtain the business license and report and remit associated taxes and fees; however, the license shall be in the property owner's name and the property owner shall sign the business license agreement.~~

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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 lodging rental facilities must contain the name of the owner and the ~~property owner and the~~ property manager, if any, a sales tax collection number, the physical address, the address and telephone number of the owner and/or Property Manager who is available by telephone, ~~plot plans and building or floor plans one quarter inch to scale showing square footage of the home, number of bedrooms or all sleeping areas within the home, parking, the number of on-site parking~~

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spaces, and all other information requested on the application forms. It is the licensee's duty to supplement all forms as information changes or as units change from one owner or manager to another.

D. Management Minimum Standards for Licensing: ~~If the nightly lodging rental facility is or is to be managed by other than the owner of the nightly lodging rental facility, the nightly lodging rental facility must be properly managed by a Rental Property Manager as a condition to receiving and maintaining a valid business license. In the event a homeowners' association exists, the association's Property Manager may be responsible for the nightly lodging facility management. In the event an owner agrees to be responsible for property maintenance, the licensee must present a statement to that effect signed by the owner.~~ The minimum ~~services standards~~ required to obtain and maintain a nightly rental business license with the Town, and management regulations include:

- ~~1. 1. All nightly rental must meet all applicable building, health, fire codes and town ordinances for the intended use.~~
- ~~2. Maximum occupancy of any nightly rental shall be two (2) person per bedroom plus four (4) additional persons. Notwithstanding the nightly rental shall not exceed the maximum occupancy as allowed by fire code shall be posted. All nightly rentals must identify a maximum occupancy sign posted in plain view near the main entry of all single family residential nightly rentals.~~
- ~~3. Snow Removal For Access: Snow removal during winter months to a level that allows safe access to the nightly lodging rental facility over the normal pedestrian access to the unit.~~
- ~~24. Off Street Parking Maintenance: Snow removal service to and of from off-street parking facilities associated with the nightly lodging rental facility must be maintained, so that off street parking is at all times available for use of the occupants.~~
- ~~3. 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.~~
- ~~4.6 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 rentals shall post the maximum on-site parking in plain view near the main entry along with a declaration prohibiting on-street parking between November 1 and April 30 as well as a map of available overflow public parking. Staff will determine the maximum number of vehicles allowed before the license is issued. If a parking violation occurs, the business license holder may be cited for a violation of town ordinances.~~ Structural Maintenance:
- ~~7. Structural Maintenance: Structural maintenance to sure building, health, safety and fire code compliance.~~
- ~~5.8. 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.~~

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~~Parking: Parking must be in compliance with the town parking ordinance, and other state laws and regulations.~~

~~6-9~~ Inspections: Each unit will be inspected for safety issues such as fire extinguisher, smoke detectors, maximum occupancy limits, appropriate egress, etc., if they are renting to the public. Units will be inspected at the time the license is granted, and will be re-inspected at least biennially. Inspections and re-inspections will be at the cost of the licensee.

~~7-10~~ Signs: ~~Signs are permitted under the town sign ordinance, title 9, chapter 14 of this code.~~ 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.

~~11~~ Response to Complaints: ~~The owner or property manager shall respond to complaints and concerns within one hour of any phone call or notification. Failure of the town or property manager licensee to respond in a timely manner to complaints or concerns may result in a violation and possible fines to the owner and/or property manager or revocation of the business license.~~

~~12~~ Insurance: ~~Property and casualty insurance covering nightly rental use (a short term rental insurance policy) must be maintained on the nightly rental facility at all times. Licensee must provide proof of such insurance upon request.~~

~~8-12-13~~ Commercial Uses Prohibited: Nightly ~~lodging-rental~~ facilities may not be used for commercial uses not otherwise permitted in the zone. Nightly ~~lodging-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.

~~14~~ Collection of Applicable Taxes & Fees: ~~Failure of the licensee to collect and deposit sales tax or the Brian Head Enhanced Service Business License Fee is also a violation of the license and grounds for revocation.~~

E. Noise And Safety Control: The licensee and the owner of nightly ~~lodging-rental~~ facilities under this section are responsible for regulating noise created by the occupants of the unit. Violation of any town noise ordinance, failure to use designated off street parking, illegal conduct, or any other abuse which violates any law regarding use or occupancy of the licensed premises, is grounds for revocation of the license. ~~Failure to collect and deposit sales tax or the Brian Head Enhanced Service Business License Fee is also a violation of the license and grounds for revocation.~~

F. Review Criteria: In determining whether or not a business license for a nightly ~~lodging-rental~~ facility shall be issued, the application shall be reviewed to see if, in addition to standards and conditions applicable to issuance of all business licenses, the following conditions and standards are met:

1. The unit is located within a zone designated as allowing rentals or nightly ~~lodging-rental~~ facilities for the period for which the license is applied.
2. The building department and public safety department has reviewed the business license application for compliance with the all building, health and fire codes. Inspection of the unit

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may 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.

3. The access to the nightly lodging-rental facility and the layout of the unit is such that noise and physical trespass from the proposed rental unit is not likely to be a substantial intrusion to the adjoining properties.
4. ~~The applicant may designate a property manager which is a property management company, licensed real estate broker or the owner of the nightly lodging facility. The property manager or owner shall be responsible for management of the nightly lodging facility in accordance with all state, federal and local laws, including, at a minimum, the requirements of this article. Unless otherwise designated in writing to the town, the property manager is also designated as the agent for receiving all official communications under this title from the town.~~
5. The application must bear a sales tax collection and accounting number for the nightly lodging-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)

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Commented [NL1]: Addressed in Section B

#### **3-2A-21-4: RESTAURANTS, FOOD SERVICE, TAVERNS, ETC.:**

Restaurants will be required to meet the requirements of the state health department and county health department and will provide a copy of the valid food handlers permit with the submittal of the application. Restaurants and food services must meet the requirements of all local ordinances of the town and the county, and state and federal laws, regulating food services. (Ord. 08-017, 8-26-2008)

#### **3-2A-21-5: RESIDENTIAL GARAGE SALES:**

No license shall be required for sales of surplus household goods or furnishings at a private residence in the garage or yard. If a garage sale is held more frequently than three (3) days in any one calendar quarter at the same residence, it shall be deemed to be conducting business on a regular basis and a regular business license for the sale of that kind of that kind of merchandise is required. If the sale is in a zone that does not permit the sale of merchandise as a permitted or conditional use, further sales are unlawful. Sales tax on all sales is required under state law, and this title shall not be construed as attempting to waive the requirement that tax be collected and/or paid to the proper taxing entities. (Ord. 08-017, 8-26-2008)

#### **3-2A-21-6: CHILDCARE SERVICES:**

Daycare services will be required to meet the requirements of the state department of health and will provide a copy of the valid permit with the submittal of the application. Daycare services must meet the requirements of all local ordinances of the town and the county, and state and federal laws, regulating childcare services. (Ord. 08-017, 8-26-2008)

### **3-2A-21-7: OUTDOOR SALES:**

A licensed business may hold an outdoor sale five (5) times a year for a duration of no longer than five (5) days for each outdoor sale on public sidewalks or streets adjoining the business on the following terms:

- A. Promotion By Merchants' Association: An association representing tenants in a shopping center or other merchants' association representing the businesses in a specific area may apply for an outdoor sale permit for the members of that association by providing a list of the merchants participating, and paying a fee which shall be in lieu of and not in addition to the fee assessed against individual businesses.
- B. Seasonal Plants: The business licensing officer may issue permits of longer duration to permit the outdoor sale, on a temporary basis, of Christmas trees, landscaping materials, or plants that are of a type and nature that reasonably require the sale to be conducted out of doors. The permit fee for this kind of outdoor sale shall be as set forth in the consolidated fee schedule and no permit shall have duration of more than eight (8) weeks. These permits may be issued to any person or business. Sales shall be confined to commercial zones and to property under the possession and control of the applicant. (Ord. 08-017, 8-26-2008)

## Title 3 – Business & Licensing Regulations

### Chapter 2

#### BUSINESS IN GENERAL ARTICLE B. SUSPENSION AND REVOCATION OF TOWN ISSUED LICENSES

[3-2B-1: GROUNDS FOR REVOCATION OR SUSPENSION:](#)

[3-2B-2: ACTION OF TOWN MANAGER OR DESIGNEE:](#)

[3-2B-3: HEARING ON REVOCATION OR SUSPENSION:](#)

[3-2B-4: CRIMINAL PENALTY:](#)

**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.](#)

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**3-2B-2: ACTION OF TOWN MANAGER OR DESIGNEE:**

- A. Investigation: Upon receiving a written complaint from any person alleging a violation of any provision of this title by the licensee or an agent of the licensee, the town, or anyone

designated by the Town Manager with the assistance of such other departments of the town as the Town Manager may direct, shall conduct an investigation of the allegations of the complaint. The town will not investigate consumer or product liability complaints. Upon completion of the investigation, the Town Manager may dismiss the matter as being without merit, settle the matter based upon the negotiations the Town Manager or designee may have undertaken with the licensee, or cause an order to show cause to be issued to the licensee requiring the licensee to come forward and answer the allegations of the order to show cause.

- B. Order To Show Cause: The order to show cause may be based upon an affidavit filed by the Town Manager, Town Attorney, or anyone else the Town Manager has designated to file such action, and said order to show cause shall specifically set forth the ordinance sections alleged to have been violated and generally describe the acts in violation.
- C. Hearing; Written Response To Allegations: In the event an order to show cause is issued to the licensee, the Town Manager shall determine whether to refer the matter to the Town Council, or to hear the matter directly himself. The order to show cause shall be issued at least fourteen (14) calendar days prior to the date set for the administrative hearing, but the hearing shall be commenced, in any event, within six (6) months of the service of the order to show cause upon the licensee, unless otherwise agreed by the parties. Within ten (10) days from the date of the service of the order to show cause, the licensee shall file with the town a written response to the allegations contained therein.
- D. Hearing By Town Council: If the matter is to be heard by the Town Council, the Town Council may elect one of its members to act as presiding officer for the hearing. The presiding officer shall rule on all matters of controversy which arise during the hearing. The Town Council may designate one or more of its members to act as a hearing panel, in which event the hearing panel shall follow the same procedural requirements as the Town Manager is required by this article to follow. (Ord. 08-017, 8-26-2008)

### **3-2B-3: HEARING ON REVOCATION OR SUSPENSION:**

In all administrative license revocation or suspension proceedings, a hearing shall be conducted as follows:

- A. Generally: The Hearing Officer or presiding officer shall regulate the course of the hearing to obtain full disclosure of relevant facts and afford all parties the reasonable opportunity to present their positions. The Hearing Officer or presiding officer may determine the length of the hearing and may prevent the calling of witnesses or admission of documentary evidence where such witnesses or evidence are irrelevant, immaterial, unduly repetitious, or unnecessary due to the receipt of other evidence.
- B. Rules Of Evidence: Technical rules of evidence required in court proceedings shall not apply, and the presiding officer or Hearing Officer shall not exclude evidence solely because it is hearsay. The presiding officer or Hearing Officer may afford to all parties the opportunity to present evidence, argue, respond, conduct cross examination, and submit rebuttal evidence within the time frame of the hearing established by said officer.

- C. **Testimony; Record Maintained:** All testimony presented at the hearing shall be given under oath administered by a person duly authorized to administer oaths. The hearing shall be recorded by electronic means or by means of a certified shorthand reporter. The record thus created shall be preserved by the Town Council until such time as it is clear that no court proceedings or further administrative proceedings will be held concerning the matters which are the subject of the hearing, but a minimum of one year. The recording may be transcribed at the request of any party, at the expense of the requesting party.
- D. **Witnesses; Evidence:** The licensee shall have the right to appear at the hearing in person or by counsel, or both. Subpoenas and other orders to secure the attendance of witnesses or the production of evidence shall be issued by the hearing officer when requested by any party or may be issued by the presiding officer or hearing examiner on his or her own motion. The mere issuance of subpoenas shall not operate to require the admissibility of evidence or testimony subpoenaed.
- E. **Discovery:** Upon request, both the town and the licensee shall be entitled to discovery of the other's list of witnesses to be called at the hearing, including the names and addresses of such witnesses. The parties shall be entitled to have copies of or have access to any documents to be used by either side during the course of the hearing. No other formal discovery shall be required. The standard of proof required for any action adverse to the licensee shall be that of proof by a preponderance of the evidence.
- F. **Findings:** The presiding officer, if the Town Council hears the matter itself, or the Hearing Officer, shall prepare written findings of fact. In the case of the Hearing Officer, the Hearing Officer shall submit said findings to the Town Council. The Town Council shall either accept or reject the findings of fact, or enter its own findings, and shall state the basis from the record upon which the divergence from the Town Manager's recommended findings. The Town Council shall prepare written conclusions of law and an order.
- G. **Formal Order:** The order formally entered by the Town Council may be to:
1. Dismiss the action against the licensee;
  2. Suspend the license for a specified period;
  3. Place the licensee on probation upon such conditions as the town council may order;
  4. Permanently revoke the license in question; or
  5. Any combination of the above.
- H. **Appeal:** Any licensee aggrieved by an order of the Town Council entered pursuant to this section may maintain an action for relief therefrom in any court of competent jurisdiction, where said court deems itself the appropriate forum for the appeal from the Town Council action. The licensee shall be required to follow orders and procedures of the appropriate court with regard to time for filing.
- I. **Prior Conviction Not Required:** Nothing herein shall be construed to require a showing that the licensee shall have been first convicted in a court of laws of any violation of any law, rule or regulation.

J. Notice Requirements: All notices required by this section may be made by personal service or by certified mail, mailed to the licensee's address as it appears in the business regulation records of the town, postage prepaid, certified, return receipt requested. (Ord. 08-017, 8-26-2008)

**3-2B-4: CRIMINAL PENALTY:**

Any person who willfully violates any provision of this title shall be guilty of a class B misdemeanor, subject to penalty as provided in section [1-4-1](#) of this code. Persons conducting business without having first obtained a business license are subject to the business being closed. (Ord. 08-017, 8-26-2008; amd. 2010 Code)



## STAFF REPORT TO THE TOWN COUNCIL

**SUBJECT:** Residential Fire Sprinkler Ordinance  
**AUTHOR:** Bret Howser  
**DEPARTMENT:** Administration  
**DATE:** June 10, 2019  
**TYPE OF ITEM:** Legislative Action

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### SUMMARY:

Council will consider an ordinance revising §8-1-4 of the Brian Head Town Code changing the threshold for the residential fire suppression sprinkler requirements from 3,000 square feet to 4,000 square feet.

### BACKGROUND:

In 2010 the Town adopted an ordinance requiring automatic fire suppression sprinklers to be installed in all residential buildings over 3,000 square feet. The ordinance is codified in §8-1-4 of the Brian Head Town Code as follows:

#### **8-1-4: RESIDENTIAL AUTOMATIC FIRE SPRINKLER REQUIREMENT:**

- A. The town requires automatic fire sprinklers shall be installed in all new one- and two-family and townhouse buildings over three thousand (3,000) square feet in size of defined living space (garage is excluded from defined living space) in accordance with section 903.3.1 of the international building code currently adopted by the state code commission.
- B. In areas not served by the town culinary water services, NFPA standard 1142 for water supplies for rural firefighting shall apply.
- C. Any one- and two-family dwelling and townhouse that is difficult to locate or access, as determined by the authority having jurisdiction, shall be required to follow the guidelines as set forth in NFPA standard 1142, regardless of the size of the building. (Ord. 10-003, 4-13-2010, eff. 4-13-2010)

Sometime after adopting this ordinance, Town staff met with the Iron County Building Department to determine how we would define “living space.” In the absence of a definition in the Brian Head Town Code, it was decided to use the International Residential Code (IRC) definition which holds that living space includes “space within a dwelling unit utilized for living, sleeping, eating, cooking, bathing, washing, and sanitation purposes.” This excludes all storage spaces, including garages, closets, attics, and any spaces which don’t meet the egress requirements to be considered living space (including some lofts).

After adopting the residential sprinkler requirement in 2010, the Town worked with the state to update the state building requirements, which explicitly exclude the IRC provisions for residential sprinkler requirements, and got Brian Head’s requirement included in §15A-4-102 “Local Amendments to International Building Code”. However, Brian Head’s requirement was removed from the State Code during one of their recent updates. We were told at the time by the State Fire Marshal that because Brian Head qualifies as a Wildland Urban Interface Community, we were allowed to have our own requirement on sprinklers and the Brian Head exception in the State Code was no longer necessary. But the Iron County

Building Department does not believe they can enforce our requirement without that exception explicitly stated in State Code. If the Council wishes to continue enforcing this requirement, staff will have to work with the State and the County to resolve this issue.

During the course of the Town's recent revisiting of nightly rental policies a few questions have arisen regarding the application of this ordinance. First, as with all residential development in Town, some have sprinklers and some don't depending on the size, how the livable space was measured, and when it was built (before or after the requirement). This has prompted some to contend that the "gamesmanship" of scaling a project to just under 3,000 ft livable space to avoid the sprinkler requirement is putting neighbors and perhaps the whole town at risk. This raises the question whether the square footage trigger should be reduced or eliminated altogether to counter those who would game the system. Second, reconsidering the square footage limit offers a good opportunity for the Town to revisit the purpose of the sprinkler requirement and re-evaluate if the requirement should exist at all.

Council held a discussion on May 13, 2019 regarding the sprinkler requirement and did not reach a conclusion, asking for further information. One alternative that was brought up in the discussion was to increase the square footage threshold. On May 28, 2019, the Council heard a presentation from the Deputy State Fire Marshal and the Iron County Building Inspector regarding residential sprinkler requirements.

#### **ANALYSIS:**

Following all these discussions, staff recognizes an apparent hesitancy by the majority of the Council to repeal the residential sprinkler requirement altogether. This being the case, staff suggests that the Council consider increasing the trigger point for residential sprinkler requirement from 3,000 to 4,000 square feet while using the total square footage of the building (footprint of all floors) rather than livable space to reduce the ambiguity and discourage people from using gamesmanship to avoid the requirement.

The policy driving this change in the ordinance is an acknowledgement that larger structures pose a risk to neighborhoods if they catch fire, particularly considering the difficulty we would have fighting fire on a larger structure. It's a similar rationale for requiring sprinklers in a condo complex or large commercial building.

The attached ordinance would effectuate that change.

#### **FINANCIAL IMPLICATIONS:**

There aren't any direct financial implications for the Town. As far as liability for the Town, the Town's insurance carrier, the Utah Local Governments Trust, believes that we'll be more liable without the sprinkler requirement than we would be with it, but it is difficult to say how much more. Liability can sometimes be narrative driven, and if a house were to burn down and somebody dies after we removed the sprinkler requirement, that wouldn't be a good narrative for the Town. Of course, it would all depend on the particulars of the case and the Trust would be there to defend us no matter what.

#### **BOARD/COMMISSION RECOMMENDATION:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends that Council consider the attached ordinance.

**PROPOSED MOTION:**

I move to adopt ordinance No. 19-004 amending Town Code §8-1-4:  
RESIDENTIAL AUTOMATIC FIRE SPRINKLER REQUIREMENT as presented.

**ATTACHMENTS:**

A – Residential Fire Sprinkler Requirement Ordinance



**BRIAN HEAD TOWN**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING TITLE 8, CHAPTER 1.4 RESIDENTIAL AUTOMATIC FIRE SPRINKLER REQUIREMENT OF THE BRIAN HEAD TOWN CODE.**

**WHEREAS**, in 2007, the Brian Head Town Council adopted Ordinance No. 07-006, requiring all residential homes over 3,000 square feet of living space to install residential automatic fire sprinklers; and,

**WHEREAS**, The Brian Head Town has adopted the International Codes by State mandate and in 2010, the exception identified in state mandate was removed due to the reasoning that Brian Head Town qualifies as a Wildland Urban Interface Community; and,

**WHEREAS**, The Town Council believed the requirement of 3,000 square feet of livable space was ambiguous since closets, attics and other storage areas were not calculated as “livable space”; and,

**WHEREAS**, The Town Council believes that increasing the requirement to 4,000 square feet of the total square footage of the building (footprint of all floors) rather than 3,000 square feet of livable space will eliminate the ambiguity of the code; and,

**WHEREAS**, The Town Council desires to ensure the public’s health, safety and welfare by amending the residential automatic fire sprinkler code.

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF BRIAN HEAD, UTAH that the following amendment be adopted into the Brian Head Town Code, Title 8, Chapter 1.4 as follows:**

**Section 1: 8-1-4: RESIDENTIAL AUTOMATIC FIRE SPRINKLER REQUIREMENT:**

- A. The town requires automatic fire sprinklers shall be installed in all new one- and two-family and townhouse buildings over ~~three~~ four thousand (~~34,000~~) total square feet ~~in size of defined living space (garage is excluded from defined living space)~~ (defined as the cumulative footprint of each floor, no area being excepted due to its anticipated use). Installation of the sprinklers shall be in accordance with section 903.3.1 of the international building code currently adopted by the state code commission.
- B. In areas not served by the town culinary water services, NFPA standard 1142 for water supplies for rural firefighting shall apply.
- C. Any one- and two-family dwelling and townhouse that is difficult to locate or access, as determined by the authority having jurisdiction, shall be required to follow the guidelines as set forth in NFPA

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standard 1142, regardless of the size of the building. (Ord. 10-003, 4-13-2010, eff. 4-13-2010)

**SECTION 2. Effective Date.** Upon this Ordinance being adopted by the Brian Head Town Council of Iron County, Utah, all provisions of this ordinance shall be incorporated into the Brian Head Town Code, Title 8, Chapter 1.4 (Residential Automatic Fire Sprinkler Requirement).

**SECTION 3. Repealer:** All provisions of the Brian Head Town Code that are inconsistent with the express terms of this ordinance shall be repealed. All other provisions of the Brian Head Town Code shall remain in full force and effect as codified.

**SECTION 4. Conflict.** To the extent of any conflict between other Town, County, State, or Federal ordinances or regulations, and this ordinance, the more restrictive is deemed to be controlling.

**SECTION 5. Severability Clause.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason, held invalid or unconstitutional by any court 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 ordinance.

**PASSED AND ADOPTED BY THE BRIAN HEAD TOWN COUNCIL OF BRIAN HEAD TOWN, IRON COUNTY, UTAH** this \_\_\_\_ day of Jun 2019 with the following vote.

**Vote:**

Mayor Clayton Calloway	Aye_____	Nay_____
Council Member Larry Freeberg	Aye_____	Nay_____
Council Member Lynn Mulder	Aye_____	Nay_____
Council Member Shad Hunter	Aye_____	Nay_____
Council Member Kelly Marshall	Aye_____	Nay_____

Attest:

\_\_\_\_\_  
Mayor Clayton Calloway

\_\_\_\_\_  
Nancy Leigh, Town Clerk

(SEAL)

**CERTIFICATE OF PASSAGE AND POSTING**

I hereby certify that the above Ordinance is a true and accurate copy, including all attachments, of the Ordinance passed by the Town Council on the \_\_\_\_ day of June 2019, 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

Ordinance No. \_\_\_\_



# STAFF REPORT TO THE TOWN COUNCIL, REDEVELOPMENT AGENCY, SPECIAL SERVICE DISTRICT

**SUBJECT:** Ordinance/Resolutions Adopting FY 2020 Budgets  
**AUTHOR:** Cecilia Johnson, Town Treasurer  
**DEPARTMENT:** Administration Department  
**DATE:** June 10, 2019  
**TYPE OF ITEM:** Legislative Action

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## **SUMMARY:**

Ordinance No. 19-005, Resolution Nos. RDA-033, SSD-026, adopting the FY 2020 budgets, will be presented to Council. The budget(s) included for adoption are the General Fund, Wildlands Fire Fund, Debt Service Fund, Capital Projects Fund and all Enterprise Funds. Also included for adoption are the budgets for the Special Service District Fund, Redevelopment Agency Fund, and Municipal Building Authority Fund. Per State law the FY 2020 budget is to be adopted by the Town Council and Town Council acting as the Redevelopment Agency, Special Service District Board and Municipal Building Authority Board. State deadline for adoption is June 22, 2019.

## **BACKGROUND:**

A public hearing was held on May 28, 2019 on the proposed FY 2020 Budget. No public comments were received at that time.

## **ANALYSIS:**

No changes have been made to the FY 2020 Budget, since the time of the Public Hearing.

## **DEPARTMENT REVIEW:**

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

## **FINANCIAL IMPLICATIONS:**

The FY 2020 budgets sets up the Town's finances for the time period from July 1, 2019 to June 30, 2020. If followed, the revenues versus expenditures will balance out.

## **BOARD/COMMISSION RECOMMENDATION:**

Not Applicable.

## **STAFF RECOMMENDATION:**

Staff recommends that Ordinance No. 19-005, Resolution No. RDA-033, SSD-026, which creates the FY 2020 budgets, be adopted by the appropriate boards as presented.

**PROPOSED MOTION:**

**Town Budget:**

I move to adopt Ordinance No. 19-005, adopting the FY 2020 Brian Head Town budget, as presented.

**Redevelopment Agency Budget:**

I move to adopt Resolution No. RDA-026 adopting the FY 2020 Redevelopment Agency Fund budget, as presented.

**Special Service District Budget:**

I move to adopt Resolution No. SSD-026, adopting the FY 2020 Special Service District Fund budget, as presented.

**ATTACHMENTS:**

Attachment 1 – FY2020 Brian Head Town Budget Ordinance

Attachment 2 – FY2020 Redevelopment Budget Resolution

Attachment 3 – FY 2020 Special Service District Budget Resolution



**BRIAN HEAD TOWN**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ADOPTING THE FINAL BUDGET: MAKING APPROPRIATIONS FOR THE SUPPORT FOR THE TOWN OF BRIAN HEAD FOR THE FISCAL YEAR ENDING JUNE 30, 2020.**

**WHEREAS**, pursuant to law, a public hearing to receive public comment and consider adoption of a final budget was held on May 28, 2019 at 1:00 p.m. or shortly thereafter in the Town Council Chambers located at 56 North Hwy. 143, Brian Head, Utah, and;

**WHEREAS**, pursuant to law, the date, time and place of the public hearing, the right of citizens to be heard, the location of the Town Clerks Office where the Budget was available for public inspection, was published in a newspaper of general circulation published within Iron County at least seven days prior to said public hearing; and;

**WHEREAS**, all interested persons in attendance at the public hearing were given an opportunity to be heard, for or against, the estimate of revenues and expenditures or any item thereof in the proposed Budget, and;

**WHEREAS**, pursuant to law, the Brian Head Town Council, at a regularly scheduled meeting of the Town Council, must adopt a final budget on or before the 30<sup>th</sup> day of June 2019, and;

**WHEREAS**, it is the intent and desire of the Town of Brian Head to comply with all applicable State and local laws regarding the adoption of the Budget; and;

**WHEREAS**, the Brian Head Town Council finds that the expenditures of the budget will provide for the health, safety and general welfare of the citizens of the Town of Brian Head.

**NOW, THEREFORE, BE IT ORDINANED** by the Town Council of the Town of Brian Head, Utah as follows:

**Section I:  
Budget Adoption**

A. The budgeted amounts shown in EXHIBIT A, Town of Brian Head Fiscal Year 2020 Budgets, for the general fund, enterprise funds, capital improvements, and debt service attached hereto and by this reference incorporated herein, are hereby appropriated for the corporate purposes and objects of the Town of Brian Head, Utah for the fiscal year commencing July 1, 2019 and ending June 30, 2020 and are hereby adopted as the Budget for the Town of Brian Head, Utah for the fiscal year 2020.

B. The appointed officers may receive an increase as part of their compensation identified in the Fiscal Year 2020 budget: Town Manager: \$105,232 (Tentative; Town Clerk: \$62,790 (tentative) and Town Treasurer: \$60,278 (tentative).

C. Pursuant to law, a copy of the Budget for each fund within the Budget shall be certified by the Budget Officer and shall be filed with the State Auditor within thirty (30) days after the adoption of the Budget.

D. Pursuant to law, a certified copy of the Budget shall be filed in the offices of the Brian Head Town Clerk and shall be available for public inspection during regular business hours.

**Section II  
Further Action**

A. In addition to the foregoing, the Town Manager is hereby directed to implement any other necessary actions pertinent to the adoption of the Budget and the levy of property taxes with the approval of the Town Council. Such actions may include, but are not necessarily limited to, notification, reporting, and publishing as required by and consistent with applicable law.

B. The Town Manager is hereby authorized to set the property tax rate at the certified tax rate.

C. Budget surpluses in excess of the 75% maximum fund balance in the General Fund allowed by State law will be distributed to the Capital Projects Fund.

D. Modification of the adopted Budget will be set by Ordinance upon approval of the Brian Head Town Council.

**Section III  
Severability:**

If any provision of this Ordinance is declared invalid by a court or competent jurisdiction, the remainder shall not be affected thereby.

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**Section IV  
Effective Date**

This Ordinance shall take effect July 1, 2019 as required by law, deposited and recorded in the office of the Town Clerk, and accepted as required herein.

**PASSED AND APPROVED** this \_\_\_\_ day of June 2019.

**BRIAN HEAD TOWN**

By: \_\_\_\_\_  
Clayton Calloway, Mayor

**VOTE:**

Mayor Clayton Calloway	Aye_____	Nay_____
Council Member Lynn Mulder	Aye_____	Nay_____
Council Member Larry Freeberg	Aye_____	Nay_____
Council Member Shad Hunter	Aye_____	Nay_____
Council Member Kelly Marshall	Aye_____	Nay_____

**ATTEST:**

\_\_\_\_\_  
Nancy Leigh, Town Clerk

(SEAL

**CERTIFICATE OF PASSAGE AND POSTING**

I hereby certify that the above Ordinance is a true and accurate copy, including all attachments, of this Resolution passed by the Town Council on the \_\_\_\_ day of June 2019 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**  
**State Budget Report**  
**10 10 General Fund - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Change in Net Position</b>			
<b>Revenue:</b>			
<b>Taxes</b>			
3110 General Property Tax (Current Year)	730,984	693,500	721,300
3120 General Property Tax (Delinquent)	120,657	91,300	93,600
3130 Sales and Use Taxes	127,363	141,700	135,800
3135 PAR Tax	21,426	23,400	25,400
3140 Franchise Tax	3,400	3,500	3,500
3145 Telecommunication Tax	4,300	4,100	4,500
3151 Resort Tax	342,098	374,800	406,100
3152 Highway Tax	64,241	70,000	76,000
3153 Municipal Energy Tax	113,957	120,500	119,000
3154 Municipal Transient Room Tax	62,658	68,000	74,000
3170 Fee in Lieu	5,237	5,000	5,200
3190 Penalties on Delinquent Taxes	4,691	4,200	4,100
3200 Personal Property Taxes	27,776	27,500	28,100
<b>Total Taxes</b>	<b>1,628,788</b>	<b>1,627,500</b>	<b>1,696,600</b>
<b>Licenses and permits</b>			
3210 Business Licenses	11,577	15,400	26,300
3215 Alcohol Licenses	350	700	600
3220 Enhanced Services Business License Fee	257,033	285,000	309,000
3221.1 Building Permit Fees	9,509	7,900	11,800
3221.2 Plan Check Fee	-	3,900	-
3221.3 Other Building Fee	-	500	-
3222 Land Use Permit Fees	(708)	-	500
3230 Other Permits	1,300	800	800
<b>Total Licenses and permits</b>	<b>279,061</b>	<b>314,200</b>	<b>349,000</b>
<b>Intergovernmental revenue</b>			
3314 Public Safety State Grant	2,000	-	-
3341 General gov't state grant	42,152	59,500	69,600
3356 Class C Road Funds	64,566	61,600	66,500
3358 State Liquor Fund Allotment	2,863	4,000	4,000
3373 County - fire agreements	40,000	40,000	40,000
<b>Total Intergovernmental revenue</b>	<b>151,581</b>	<b>165,100</b>	<b>180,100</b>
<b>Charges for services</b>			
3419 Administrative Charges	111,207	62,637	76,464
3422 Retail Fuel	77,668	71,500	86,100
3426 Fire Department Revenue	630	1,875	700
3427 Volunteer Fire Revenue	25,454	-	-
3428 Misc Police Revenue (Police Reports)	30	-	-
3435 Shop Charges	66,867	73,304	100,700
3441 Streets, trails, services	-	625	-
<b>Total Charges for services</b>	<b>281,856</b>	<b>209,941</b>	<b>263,964</b>
<b>Fines and forfeitures</b>			
3510 Court Fines	1,062	1,450	700
<b>Total Fines and forfeitures</b>	<b>1,062</b>	<b>1,450</b>	<b>700</b>
<b>Interest</b>			
3610 Interest	22,722	10,150	12,800
<b>Total Interest</b>	<b>22,722</b>	<b>10,150</b>	<b>12,800</b>
<b>Special Events</b>			

**Brian Head Town**  
**State Budget Report**  
**10 10 General Fund - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	2018 Actual	2019 Budget	2020 Budget
3540 Registration Fees	-	2,500	1,000
3560 Grants	6,261	-	-
3570 Other Revenue	-	25,000	-
<b>Total Special Events</b>	<b>6,261</b>	<b>27,500</b>	<b>1,000</b>
<b>Miscellaneous revenue</b>			
3640 Sale of Fixed Assets/Materials	60	-	-
3650 Sales of materials and supplies	320	-	-
3680 Building/Pavilion Rentals	14,510	4,350	5,000
3690 Sundry (Miscellaneous)	13,756	13,550	10,900
<b>Total Miscellaneous revenue</b>	<b>28,646</b>	<b>17,900</b>	<b>15,900</b>
<b>Contributions</b>			
3802.2 Public Safety Impact Fee/3059	1,071	-	-
<b>Total Contributions</b>	<b>1,071</b>	<b>-</b>	<b>-</b>
<b>Transfers from other funds</b>			
3825 Transfer from RDA	8,667	8,667	8,667
3890 Fund Balance Appropriated	-	326,525	11,588
<b>Total Transfers from other funds</b>	<b>8,667</b>	<b>335,192</b>	<b>20,255</b>
<b>Total Revenue:</b>	<b>2,409,715</b>	<b>2,708,933</b>	<b>2,540,319</b>
<b>Expenditures:</b>			
<b>General government</b>			
<b>Council</b>			
4111.110 Council - Salaries	16,000	16,300	16,000
4111.130 Council - Benefits	1,336	1,246	1,224
4111.210 Council - Books/Subscriptions/Memberships	16	100	-
4111.230 Council - Travel, Conferences & Training	2,721	5,350	5,100
4111.240 Council - Office Supplies & Expense	126	250	250
4111.290 Council - Telephone/Data Plans	755	250	600
4111.330 Council - Training & Education	810	-	-
4111.610 Council - Miscellaneous Expense	-	250	250
<b>Total Council</b>	<b>21,764</b>	<b>23,746</b>	<b>23,424</b>
<b>Administrative</b>			
4140.110 Admin - Salaries & Wages	87,095	92,359	93,914
4140.111 Admin - Overtime Wages (Administrative)	218	-	-
4140.121 Admin - Part-Time Salaries/Code Enforcement	120	-	-
4140.130 Admin - Employee Benefits	42,582	42,793	43,485
4140.140 Admin - Unemployment Costs	407	-	-
4140.210 Admin - Books/Subscriptions/Memberships	2,180	2,045	2,145
4140.220 Admin - Publishing/Legal Notices	380	2,500	2,000
4140.230 Admin - Travel, Conferences & Training	1,344	5,400	7,750
4140.240 Admin - Office Supplies/Reimb Expenses	4,358	4,800	4,700
4140.245 Admin - Bank Charges	486	500	500
4140.250 Admin - Equipment Supplies/Maintenance	5,501	5,550	2,050
4140.254 Admin - Vehicle Repair & Maintenance	1,208	1,000	1,000
4140.255 Admin - Fuel & Oil	871	1,500	1,500
4140.260 Admin - Retail Fuel (Town Pump)	69,806	56,750	70,400
4140.270 Admin - Bldgs/Grounds - Supplies/Maint	10,260	9,870	10,300
4140.275 Admin - Lease Expense (MBA)	51,155	-	-
4140.280 Admin - Utilities	4,885	5,500	5,500
4140.290 Admin - Telephone	7,120	6,700	6,400

**Brian Head Town**  
**State Budget Report**  
**10 10 General Fund - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
4140.310 Admin - Professional & Technical Services	14,783	10,050	10,700
4140.312 Admin - Audit & Accounting	15,000	15,000	15,000
4140.450 Admin - Elections	234	-	500
4140.485 Admin - Transportation Service	114,207	124,000	130,000
4140.510 Admin - Insurance Expense	55,131	56,650	54,650
4140.540 Admin - Promotions/Incentives	4,371	4,750	5,300
4140.610 Admin - Miscellaneous Expense	1,592	1,175	450
<b>Total Administrative</b>	<b>495,294</b>	<b>448,892</b>	<b>468,244</b>
<b>Legal</b>			
4145.310 Legal - Professional & Technical Services	1,563	7,000	7,000
<b>Total Legal</b>	<b>1,563</b>	<b>7,000</b>	<b>7,000</b>
<b>Building department</b>			
4160.110 BldgDept - Salaries & Wages	12,872	13,312	14,602
4160.111 BldgDept - Overtime Wages (Building)	22	-	-
4160.130 BldgDept - Employee Benefits	8,150	8,388	9,537
4160.240 BldgDept - Office Supplies & Expenses	-	500	500
<b>Total Building department</b>	<b>21,044</b>	<b>22,200</b>	<b>24,639</b>
<b>Planning and zoning</b>			
4180.110 P&Z - Salaries & Wages	16,464	16,831	14,881
4180.130 P&Z - Employee Benefits	9,291	9,501	7,992
4180.230 P&Z - Travel, Conferences & Training	-	500	500
4180.240 P&Z - Office Supplies & Expense	-	-	100
4180.310 P&Z - Professional & Technical Services	390	25,800	1,100
<b>Total Planning and zoning</b>	<b>26,145</b>	<b>52,632</b>	<b>24,573</b>
<b>Marketing &amp; Events</b>			
4660.250 Marketing & Events - Equip Supplies/Maint	576	2,400	1,900
4660.310 Marketing & Events - Prof & Technical Services	351	1,350	1,200
4660.610 Marketing & Events - Miscellaneous Expense	500	200	-
4660.611 Marketing & Events - Permits	100	400	400
4660.612 Marketing & Events - Advertising/Marketing	61,566	139,700	122,200
4660.615 Marketing & Events - Entertainment	10,550	17,100	17,300
4660.616 Marketing & Events - Food	490	500	500
<b>Total Marketing &amp; Events</b>	<b>74,133</b>	<b>161,650</b>	<b>143,500</b>
<b>Total General government</b>	<b>639,943</b>	<b>716,120</b>	<b>691,380</b>
<b>Public safety</b>			
<b>Police</b>			
4210.110 Police - Salaries & Wages	230,992	240,668	245,772
4210.111 Police - Overtime Wages (Police)	13,406	15,330	19,940
4210.120 Police - Part-time Officers	26,410	30,000	33,000
4210.130 Police - Employee Benefits	186,066	191,010	195,955
4210.210 Police - Books/Subscriptions/Memberships	1,220	1,035	1,200
4210.230 Police - Travel, Conferences & Training	7,266	5,450	5,600
4210.240 Police - Office Supplies & Expense	548	500	600
4210.250 Police - Equipment Supplies & Maintenance	4,584	8,150	11,100
4210.254 Police - Vehicle Repair & Maintenance	4,585	6,400	5,900
4210.255 Police - Fuel	12,391	12,000	13,000
4210.270 Police - Bldg/Grounds Supplies & Maintenance	4,915	5,175	5,175
4210.275 Police - Public Safety Building Payment (MBA)	61,088	60,763	60,925
4210.280 Police - Utilities	4,142	4,500	4,500

**Brian Head Town**  
**State Budget Report**  
**10 10 General Fund - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	2018 Actual	2019 Budget	2020 Budget
4210.290.1 Police - Telephone	4,084	4,250	4,580
4210.290.2 Police - Communications	22,664	28,950	30,850
4210.310 Police - Professional & Technical Services	10,338	4,120	3,810
4210.450 Police - Uniforms	1,825	2,000	2,000
4210.451 Police - EMT Supplies	788	1,250	1,250
4210.452 Police - EMT Training & Travel	3,328	3,000	3,150
4210.453 Police - Search & Rescue	-	500	500
4210.610 Police - Miscellaneous Expense	-	250	500
<b>Total Police</b>	<b>600,640</b>	<b>625,301</b>	<b>649,307</b>
<b>Fire</b>			
4220.110 Fire - Salaries & Wages	77,597	89,203	90,904
4220.111 Fire - Overtime Wages (Fire)	4,468	5,110	6,647
4220.120 Fire - Part Time Wages	4,104	-	-
4220.130 Fire - Employee Benefits	61,556	64,415	66,345
4220.210 Fire - Books/Subscriptions/Memberships	300	1,300	700
4220.230 Fire - Travel, Conferences & Training	1,860	2,575	2,575
4220.240 Fire - Office Supplies & Expense	351	200	300
4220.250 Fire - Equipment - Supplies & Maintenance	10,010	4,200	4,400
4220.254 Fire - Vehicle Repair & Maintenance	7,840	7,070	7,070
4220.255 Fire - Fuel	895	1,800	1,200
4220.270 Fire - Bldgs/Grounds - Supplies & Maintenance	4,936	4,925	4,975
4220.275 Fire - Public Safety Building Payment (MBA)	61,088	60,763	60,925
4220.280 Fire - Utilities	4,142	4,500	4,500
4220.290 Fire - Telephone	4,062	4,260	4,580
4220.310 Fire - Professional & Technical Services	2,347	2,050	5,300
4220.450 Fire - Uniforms	-	750	750
4220.451 Fire - Volunteer Fire Fund	56,284	-	-
4220.453 Fire - State Grants	1,858	-	-
4220.610 Fire - Miscellaneous Expense	-	1,750	2,000
<b>Total Fire</b>	<b>303,698</b>	<b>254,871</b>	<b>263,171</b>
<b>Total Public safety</b>	<b>904,338</b>	<b>880,172</b>	<b>912,478</b>
<b>Highways and public improvements</b>			
<b>Highways</b>			
4410.110 Streets - Salaries & Wages	43,804	47,956	87,744
4410.111 Streets - Overtime Wages (Streets)	1,349	2,000	2,000
4410.130 Streets - Employee Benefits	28,654	31,761	60,406
4410.230 Streets - Travel, Conferences & Training	515	3,700	2,000
4410.240 Streets - Office Supplies & Expense	-	-	100
4410.250 Streets - Equipment - Supplies & Maintenance	650	-	600
4410.253 Streets - Snow Removal	13,305	73,252	38,300
4410.269 Streets - Equipment Rental	13,386	18,100	18,500
4410.280 Streets - Utilities (Area Lights)	13,734	15,000	15,000
4410.310 Streets - Professional & Technical Services	40,932	4,300	5,800
4410.411 Streets - Street Signs & Signals	359	2,000	10,000
4410.415 Streets - Skier bridge O&M	-	1,500	1,500
4410.420 Streets - Road Maintenance/Improvements	23,455	15,700	24,500
<b>Total Highways</b>	<b>180,143</b>	<b>215,269</b>	<b>266,450</b>
<b>Shop &amp; garage</b>			
4440.230 Shop - Travel, Conferences & Training	378	900	500
4440.240 Shop - Office Supplies & Expenses	216	1,000	800

**Brian Head Town**  
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**10 10 General Fund - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
4440.250 Shop - Equipment - Supplies & Maintenance	5,596	6,950	6,950
4440.252 Shop - Heavy Equipment Maintenance	29,711	20,000	20,000
4440.254 Shop - Vehicle Repair & Maintenance	4,267	5,000	5,000
4440.255 Shop - Fuel	44,116	50,000	50,000
4440.261 Shop - Equipment Lease (operating)	81,407	90,250	91,734
4440.270 Shop - Bldgs/Grounds - Supplies & Maint	1,867	1,960	4,310
4440.280 Shop - Utilities	9,396	10,000	10,000
4440.290 Shop - Telephone	5,621	5,600	5,600
4440.310 Shop - Professional & Technical Services	1,355	1,700	1,450
4440.450 Shop - Uniforms	3,691	5,500	6,100
4440.610 Shop - Miscellaneous Expense	1,320	-	-
<b>Total Shop &amp; garage</b>	<b>188,941</b>	<b>198,860</b>	<b>202,444</b>
<b>Total Highways and public improvements</b>	<b>369,084</b>	<b>414,129</b>	<b>468,894</b>
<b>Parks, recreation, and public property</b>			
<b>Recreation</b>			
4560.110 Recreation - Salaries & Wages	8,922	5,040	6,930
4560.111 Recreation - Overtime Wages (Recreation)	21	-	-
4560.130 Recreation - Employee Benefits	1,022	522	2,187
4560.230 Recreation - Travel, Conferences & Training	85	-	-
4560.240 Recreation - Office Supplies & Expense	-	-	100
4560.250 Recreation - Supplies & Maintenance	1,549	1,300	800
4560.254 Recreation - Vehicle Repair & Maintenance	115	800	800
4560.265 Recreation - Fuel	419	800	800
4560.269 Recreation - Equipment Rental	2,266	1,400	1,200
4560.270 Recreation - Bldgs/Grounds - Supplies & Maint	5,340	5,650	1,950
4560.310 Recreation - Professional & Technical Services	322	3,800	3,700
4560.450 Recreation - Uniforms	-	200	200
4560.621 Recreation - Beautification	829	1,000	4,000
4560.632 Recreation - Bike Trails	-	15,000	15,000
4560.633 Recreation - ATV/Snowmobile Trails	90	2,500	3,000
4560.634 Recreation - Trail Signs	126	500	500
<b>Total Recreation</b>	<b>21,106</b>	<b>38,512</b>	<b>41,167</b>
<b>Total Parks, recreation, and public property</b>	<b>21,106</b>	<b>38,512</b>	<b>41,167</b>
<b>Miscellaneous</b>			
4900 Operating Contingency	25,799	40,000	40,000
<b>Total Miscellaneous</b>	<b>25,799</b>	<b>40,000</b>	<b>40,000</b>
<b>Transfers</b>			
4846 Transfer to Capital Projects	302,300	300,000	236,400
4847 Transfer to Asset Replacement	-	320,000	150,000
<b>Total Transfers</b>	<b>302,300</b>	<b>620,000</b>	<b>386,400</b>
<b>Total Expenditures:</b>	<b>2,262,570</b>	<b>2,708,933</b>	<b>2,540,319</b>
<b>Total Change In Net Position</b>	<b>147,145</b>	<b>-</b>	<b>-</b>

**Brian Head Town**  
**State Budget Report**  
**17 17 Wildlands Fire - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Change In Net Position</b>			
<b>Revenue:</b>			
<b>Intergovernmental revenue</b>			
3314 Wildland Fire - State Grant	-	10,000	10,000
<b>Total Intergovernmental revenue</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>
<b>Charges for services</b>			
3425 Wildland Fire Revenue	98,305	100,000	100,000
<b>Total Charges for services</b>	<b>98,305</b>	<b>100,000</b>	<b>100,000</b>
<b>Interest</b>			
3610 Interest Revenue	3,240	-	-
<b>Total Interest</b>	<b>3,240</b>	<b>-</b>	<b>-</b>
<b>Contributions</b>			
3890 Fund Balance Appropriated	-	17,325	-
<b>Total Contributions</b>	<b>-</b>	<b>17,325</b>	<b>-</b>
<b>Total Revenue:</b>	<b>101,545</b>	<b>127,325</b>	<b>110,000</b>
<b>Expenditures:</b>			
<b>Public safety</b>			
<b>Fire</b>			
4220.110 Wildland Fire - Wages	7,280	50,000	50,000
4220.130 Wildland Fire - Benefits	744	3,825	3,825
4220.230 Wildland Fire - Travel, Conferences & Training	-	2,500	2,500
4220.250 Wildland Fire - Materials and Supplies	4,447	51,000	1,000
4220.254 Wildland Fire - Vehicle Repair & Maintenance	964	5,000	5,000
4220.255 Wildland Fire - Fuel	721	5,000	5,000
4220.450 Wildland Fire - Uniforms	-	-	10,000
4220.453 Wildland Fire - State Grants	-	10,000	-
<b>Total Fire</b>	<b>14,156</b>	<b>127,325</b>	<b>77,325</b>
<b>Total Public safety</b>	<b>14,156</b>	<b>127,325</b>	<b>77,325</b>
<b>Transfers</b>			
4846 Transfer to Capital Projects Fund	25,000	-	25,000
4890 Budgeted Increase in Fund balance	-	-	7,675
<b>Total Transfers</b>	<b>25,000</b>	<b>-</b>	<b>32,675</b>
<b>Total Expenditures:</b>	<b>39,156</b>	<b>127,325</b>	<b>110,000</b>
<b>Total Change In Net Position</b>	<b>62,389</b>	<b>-</b>	<b>-</b>

**Brian Head Town**  
**State Budget Report**  
**28 28 Municipal Building Authority - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Change In Net Position</b>			
<b>Revenue:</b>			
<b>Interest</b>			
3610 Interest income MBA	1,013	600	800
<b>Total Interest</b>	<b>1,013</b>	<b>600</b>	<b>800</b>
<b>Miscellaneous revenue</b>			
3620 Lease revenue	173,331	121,525	-
3670 Proceeds of bond sales	-	-	120,695
3690 Miscellaneous revenue	13	-	-
<b>Total Miscellaneous revenue</b>	<b>173,344</b>	<b>121,525</b>	<b>120,695</b>
<b>Transfers from other funds</b>			
3890 Fund Balance Appropriated	-	400	-
<b>Total Transfers from other funds</b>	<b>-</b>	<b>400</b>	<b>-</b>
<b>Total Revenue:</b>	<b>174,357</b>	<b>122,525</b>	<b>121,495</b>
<b>Expenditures:</b>			
<b>Public safety</b>			
<b>Fire</b>			
4160.240 Admin Expense	-	1,000	800
4160.270 Bldg. Grounds / Maint.	5,885	-	-
<b>Total Fire</b>	<b>5,885</b>	<b>1,000</b>	<b>800</b>
<b>Total Public safety</b>	<b>5,885</b>	<b>1,000</b>	<b>800</b>
<b>Debt service</b>			
4160.810 MBA Bond Principal	116,000	67,000	69,000
4160.820 MBA Interest on long term debt	57,331	54,525	51,695
<b>Total Debt service</b>	<b>173,331</b>	<b>121,525</b>	<b>120,695</b>
<b>Total Expenditures:</b>	<b>179,216</b>	<b>122,525</b>	<b>121,495</b>
<b>Total Change In Net Position</b>	<b>(4,859)</b>	<b>-</b>	<b>-</b>

**Brian Head Town**  
**State Budget Report**  
**30 30 Debt Service - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Change In Net Position</b>			
<b>Revenue:</b>			
<b>Taxes</b>			
3110 General Property Taxes (Current Year)	288,302	288,632	287,187
3120 General Property Taxes (Delinquent)	47,631	-	-
3170 Fee-in-Lieu/Fee Based Personal Property	2,065	-	-
3190 Penalty/Interest on Delinquent Taxes	1,852	-	-
3200 Personal Property	10,955	-	-
<b>Total Taxes</b>	<b>350,805</b>	<b>288,632</b>	<b>287,187</b>
<b>Interest</b>			
3610 Interest Revenue	7,062	-	-
<b>Total Interest</b>	<b>7,062</b>	<b>-</b>	<b>-</b>
<b>Transfers from other funds</b>			
3890 Fund Balance Appropriated	-	1,249	1,000
<b>Total Transfers from other funds</b>	<b>-</b>	<b>1,249</b>	<b>1,000</b>
<b>Total Revenue:</b>	<b>357,867</b>	<b>289,881</b>	<b>288,187</b>
<b>Expenditures:</b>			
<b>Debt service</b>			
4100.810 Debt Service - Principal	220,000	235,000	245,000
4100.820 Debt Service - Interest	64,307	53,631	42,187
4100.830 Trustee Fees	1,250	1,250	1,000
<b>Total Debt service</b>	<b>285,557</b>	<b>289,881</b>	<b>288,187</b>
<b>Transfers</b>			
4851 Transfer to Water Fund	185,410	-	-
<b>Total Transfers</b>	<b>185,410</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures:</b>	<b>470,967</b>	<b>289,881</b>	<b>288,187</b>
<b>Total Change In Net Position</b>	<b>(113,100)</b>	<b>-</b>	<b>-</b>

**Brian Head Town**  
**State Budget Report**  
**46 46 Capital Projects - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Change In Net Position</b>			
<b>Revenue:</b>			
<b>Intergovernmental revenue</b>			
3312 Public Safety Federal Grant	123,300	76,700	-
3314 Public Safety State Grant	-	150,000	45,000
3341 General Gov't State Grant	-	200,000	119,400
<b>Total Intergovernmental revenue</b>	<b>123,300</b>	<b>426,700</b>	<b>164,400</b>
<b>Interest</b>			
3610 Interest revenue	8,279	-	-
<b>Total Interest</b>	<b>8,279</b>	<b>-</b>	<b>-</b>
<b>Miscellaneous revenue</b>			
3640 Sales of Fixed Assets/Materials	28,500	-	-
<b>Total Miscellaneous revenue</b>	<b>28,500</b>	<b>-</b>	<b>-</b>
<b>Transfers from other funds</b>			
3810 Transfers from General Fund	302,300	300,000	236,400
3817 Transfer from Wildlands Fire Fund	25,000	-	25,000
3825 Transfer from RDA Fund	50,000	277,000	-
3847 Transfer from Asset Replacement Fund	-	25,000	-
3890 Fund Balance Appropriated	-	364,848	130,200
<b>Total Transfers from other funds</b>	<b>377,300</b>	<b>966,848</b>	<b>391,600</b>
<b>Total Revenue:</b>	<b>537,379</b>	<b>1,393,548</b>	<b>556,000</b>
<b>Expenditures:</b>			
<b>General government</b>			
<b>Administrative</b>			
4100.720 Capital Project - Town Hall	25,000	-	-
4100.730 Capital Project - Asset Management	20,431	-	-
4100.740 Capital Project - Wayfinding Signs	-	120,000	-
<b>Total Administrative</b>	<b>45,431</b>	<b>120,000</b>	<b>-</b>
<b>Total General government</b>	<b>45,431</b>	<b>120,000</b>	<b>-</b>
<b>Public safety</b>			
<b>Police</b>			
4210.700 Capital project - Police Public Safety Vehicles	79,668	-	-
4210.730 Capital Project - Police Equipment	-	-	22,200
<b>Total Police</b>	<b>79,668</b>	<b>-</b>	<b>22,200</b>
<b>Fire</b>			
4220.700 Capital project - Fire	123,300	276,700	-
4220.730 Capital Project - Fire Equipment	-	-	90,000
<b>Total Fire</b>	<b>123,300</b>	<b>276,700</b>	<b>90,000</b>
<b>Total Public safety</b>	<b>202,968</b>	<b>276,700</b>	<b>112,200</b>
<b>Highways and public improvements</b>			
<b>Highways</b>			
4410.700 Capital project Streets	242,865	389,877	200,000
4410.720 Capital Project - Pedestrian Improvements	33,735	250,000	16,000
<b>Total Highways</b>	<b>276,600</b>	<b>639,877</b>	<b>216,000</b>
<b>Total Highways and public improvements</b>	<b>276,600</b>	<b>639,877</b>	<b>216,000</b>
<b>Parks, recreation, and public property</b>			

**Brian Head Town**  
**State Budget Report**  
**46 46 Capital Projects - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Recreation</b>			
4560.700 Capital project - Recreation	-	-	72,800
4560.751 Project construction - Chair 1 Parking	32,523	257,000	5,000
4560.752 Project construction - Chair 1 Restrooms	-	-	150,000
<b>Total Recreation</b>	<b>32,523</b>	<b>257,000</b>	<b>227,800</b>
<b>Total Parks, recreation, and public property</b>	<b>32,523</b>	<b>257,000</b>	<b>227,800</b>
<b>Transfers</b>			
4847 Transfer to Asset Replacement Fund	-	99,971	-
<b>Total Transfers</b>	<b>-</b>	<b>99,971</b>	<b>-</b>
<b>Total Expenditures:</b>	<b>557,522</b>	<b>1,393,548</b>	<b>556,000</b>
<b>Total Change In Net Position</b>	<b>(20,143)</b>	<b>-</b>	<b>-</b>

**Brian Head Town**  
**State Budget Report**  
**47 47 Asset Replacement Fund - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	2018 Actual	2019 Budget	2020 Budget
<b>Change In Net Position</b>			
<b>Revenue:</b>			
<b>Miscellaneous revenue</b>			
3640 Sale of Assets	-	22,000	92,800
3670 Loan Proceeds	-	50,000	-
<b>Total Miscellaneous revenue</b>	-	<b>72,000</b>	<b>92,800</b>
<b>Transfers from other funds</b>			
3810 Transfer from General Fund	-	320,000	150,000
3846 Transfer from Capital Projects Fund	-	99,971	-
3851 Transfer from Water Fund	-	20,000	-
3852 Transfer from Sewer Fund	-	20,000	-
3890 Fund Balance Appropriated	-	-	15,700
<b>Total Transfers from other funds</b>	-	<b>459,971</b>	<b>165,700</b>
<b>Total Revenue:</b>	-	<b>531,971</b>	<b>258,500</b>
<b>Expenditures:</b>			
<b>General government</b>			
<b>Administrative</b>			
4100.310 Admin - Professional and Technical Services	-	2,000	-
4100.720 Admin - Town Hall (Fuel Tank Replacement)	-	100,000	-
4100.721 Town Hall FF&E Replacement/Renewal	-	14,000	5,000
4100.741 Vehicle Replacement	-	-	20,000
4100.742 Computer/Electronic Replacement	-	5,250	5,250
<b>Total Administrative</b>	-	<b>121,250</b>	<b>30,250</b>
<b>Total General government</b>	-	<b>121,250</b>	<b>30,250</b>
<b>Public safety</b>			
<b>Police</b>			
4200.721 Town Hall FF&E Replacement/Renewal	-	1,000	-
4200.740 Equipment Replacement	-	36,500	60,800
4200.741 Vehicle Replacement	-	39,300	80,000
4200.742 Computer/Electronics Replacement	-	6,500	6,500
4220.740 Equipment Replacement (Public Safety/Fire)	-	5,236	-
<b>Total Police</b>	-	<b>88,536</b>	<b>147,300</b>
<b>Total Public safety</b>	-	<b>88,536</b>	<b>147,300</b>
<b>Highways and public improvements</b>			
<b>Special improvements</b>			
4400.721 Town Hall FF&E Replacement/Renewal	-	2,800	-
4400.740 Equipment Replacement	-	181,000	44,500
4400.741 Vehicle Replacement	-	32,600	33,200
4400.742 Computer/Electronics Replacement	-	3,250	3,250
<b>Total Special improvements</b>	-	<b>219,650</b>	<b>80,950</b>
<b>Total Highways and public improvements</b>	-	<b>219,650</b>	<b>80,950</b>
<b>Transfers</b>			
4846 Transfers To Capital Projects Fund	-	25,000	-
4890 Budgeted Increase in Fund Balance	-	77,535	-
<b>Total Transfers</b>	-	<b>102,535</b>	-
<b>Total Expenditures:</b>	-	<b>531,971</b>	<b>258,500</b>
<b>Total Change In Net Position</b>	-	-	-

**Brian Head Town**  
**State Budget Report**  
**47 47 Asset Replacement Fund - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

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**Brian Head Town**  
**State Budget Report**  
**51 51 Water - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Income or Expense</b>			
<b>Income From Operations:</b>			
<b>Operating income</b>			
3712 Water - Bulk Water Sales	34,092	27,000	31,000
3718 Water Lease Revenue	1,255,732	1,310,000	1,242,000
3719 Penalties	(30,052)	6,000	6,000
3720 Water Connection Fees	16,300	7,600	8,400
3749 Resort - Water Pumping Fee	65,703	43,000	46,000
<b>Total Operating income</b>	<b>1,341,775</b>	<b>1,393,600</b>	<b>1,333,400</b>
<b>Operating expense</b>			
4751.110 Salaries & Wages	212,433	226,161	228,165
4751.111 Overtime Wages - Utilities	4,455	7,000	7,000
4751.130 Employee Benefits	131,482	133,377	142,171
4751.210 Books/Subscriptions/Memberships	395	400	400
4751.230 Travel, Conferences & Training	3,577	6,500	6,500
4751.240 Office Supplies/Reimbursement Expenses	740	1,200	1,300
4751.245 Bank Charges - Utilities	2,910	1,800	1,800
4751.250 Equipment Supplies & Maintenance	9,673	11,000	25,200
4751.256 Shop Charges	27,165	29,780	50,350
4751.265 System Repairs	74,661	62,500	128,000
4751.268 Leases - Water	58,738	37,825	37,825
4751.270 Bldgs/Grounds - Supplies & Maintenance	7,803	7,500	5,000
4751.280 Utilities	126,544	110,000	120,000
4751.310 Professional & Technical Services	16,795	20,725	25,325
4751.311 Legal Services	-	1,000	1,000
4751.550 Administrative Charges	56,811	32,356	39,707
4751.620 Bad debt expense	(32,284)	-	-
4751.690 Depreciation	192,353	192,360	353,592
<b>Total Operating expense</b>	<b>894,251</b>	<b>881,484</b>	<b>1,173,335</b>
<b>Total Income From Operations:</b>	<b>447,524</b>	<b>512,116</b>	<b>160,065</b>
<b>Non-Operating Items:</b>			
<b>Non-operating income</b>			
3730 USDA Grant	-	700,000	-
3793 USDA Water Bond Interest	3,994	-	-
3794 Interest Earnings	4,465	2,100	1,600
3795 Water Impact Fees	59,324	-	-
3830 Transfer from Debt Service	185,410	-	-
<b>Total Non-operating income</b>	<b>253,193</b>	<b>702,100</b>	<b>1,600</b>
<b>Non-operating expense</b>			
4751.820 Debt Payment - Interest	209,547	201,741	193,617
4751.830 Administrative Fees	1,000	500	500
4847 Transfer to Asset Replacement Fund	-	20,000	-
4895 Transfer to Snowmaking	16,918	16,918	17,490
<b>Total Non-operating expense</b>	<b>227,465</b>	<b>239,159</b>	<b>211,607</b>
<b>Total Non-Operating Items:</b>	<b>25,728</b>	<b>462,941</b>	<b>(210,007)</b>
<b>Total Income or Expense</b>	<b>473,252</b>	<b>975,057</b>	<b>(49,942)</b>

**Brian Head Town**  
**State Budget Report**  
**52 52 Sewer - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018</b>	<b>2019</b>	<b>2020</b>
	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Income or Expense</b>			
<b>Income From Operations:</b>			
<b>Operating income</b>			
3731 Sewer Fees	579,057	648,000	665,000
3733 Sewer Connection Fees	2,100	3,100	3,100
<b>Total Operating income</b>	<b>581,157</b>	<b>651,100</b>	<b>668,100</b>
<b>Operating expense</b>			
4752.110 Salaries & Wages	110,033	117,530	118,393
4752.111 Overtime Wages - Utilities	2,281	4,000	4,000
4752.130 Employee Benefits	68,221	69,222	73,511
4752.230 Travel, Conferences & Training	61	1,200	1,200
4752.240 Office Supplies/ Reimbursement Expenses	356	750	850
4752.245 Bank Charges - Utilities	-	900	900
4752.250 Equipment - Supplies & Maintenance	67	5,000	5,000
4752.254 Vehicle Repair & Maintenance	1,623	1,000	1,500
4752.256 Shop Charges	25,075	27,489	37,762
4752.265 System Repairs	-	10,000	11,000
4752.268 Wastewater Treatment Fee (to Parowan City)	57,496	75,000	75,000
4752.269 Sewer Bond Payment (to Parowan City)	99,122	100,000	100,000
4752.280 Utilities	899	1,000	1,000
4752.310 Professional & Technical Services	23,384	31,175	31,075
4752.550 Administrative Charges	38,442	21,508	26,579
4752.620 Bad debt expense	5,559	-	-
4752.690 Depreciation	50,765	50,760	56,112
<b>Total Operating expense</b>	<b>483,384</b>	<b>516,534</b>	<b>543,882</b>
<b>Total Income From Operations:</b>	<b>97,773</b>	<b>134,566</b>	<b>124,218</b>
<b>Non-Operating Items:</b>			
<b>Non-operating income</b>			
3794 Interest Earnings	12,402	-	1,100
3795 Sewer Impact Fees	11,213	600	-
<b>Total Non-operating income</b>	<b>23,615</b>	<b>600</b>	<b>1,100</b>
<b>Non-operating expense</b>			
4847 Transfer to Asset Replacement Fund	-	20,000	-
<b>Total Non-operating expense</b>	<b>-</b>	<b>20,000</b>	<b>-</b>
<b>Total Non-Operating Items:</b>	<b>23,615</b>	<b>(19,400)</b>	<b>1,100</b>
<b>Total Income or Expense</b>	<b>121,388</b>	<b>115,166</b>	<b>125,318</b>

**Brian Head Town**  
**State Budget Report**  
**53 53 Solid Waste - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
<b>Income or Expense</b>			
<b>Income From Operations:</b>			
<b>Operating income</b>			
3443 Sanitation Fees	141,759	186,000	257,100
3446 Recycling Fees (from other entities)	-	1,000	-
<b>Total Operating income</b>	<u>141,759</u>	<u>187,000</u>	<u>257,100</u>
<b>Operating expense</b>			
4753.110 Salaries & Wages	63,389	67,519	70,236
4753.111 Overtime Wages (Sanitation)	1,583	4,500	4,500
4753.130 Employee Benefits	47,380	47,692	45,748
4753.240 Office Supplies/Reimbursement Expenses	304	500	500
4753.245 Bank Charges - Utilities	-	300	300
4753.250 Equipment - Supplies & Maint	1,289	15,500	25,500
4753.254 Vehicle Repair & Maintenance	5,728	10,000	11,000
4753.256 Shop Charges	14,627	16,035	12,588
4753.480 Contract Services/Landfill Fees	23,670	26,500	29,250
4753.550 Administrative Charges	15,954	8,773	10,178
4753.620 Bad debt expense	(614)	-	-
4753.690 Depreciation	45,348	45,000	45,000
<b>Total Operating expense</b>	<u>218,658</u>	<u>242,319</u>	<u>254,800</u>
<b>Total Income From Operations:</b>	<u>(76,899)</u>	<u>(55,319)</u>	<u>2,300</u>
<b>Non-Operating Items:</b>			
<b>Non-operating income</b>			
3794 Interest income	4,385	400	300
<b>Total Non-operating income</b>	<u>4,385</u>	<u>400</u>	<u>300</u>
<b>Total Non-Operating Items:</b>	<u>4,385</u>	<u>400</u>	<u>300</u>
<b>Total Income or Expense</b>	<u>(72,514)</u>	<u>(54,919)</u>	<u>2,600</u>

**Brian Head Town**  
**State Budget Report**  
**55 55 Snowmaking Lease - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
<b>Income or Expense</b>			
<b>Income From Operations:</b>			
<b>Operating income</b>			
3731 Snowmaking Lease Revenue	293,711	285,197	-
<b>Total Operating income</b>	<u>293,711</u>	<u>285,197</u>	<u>-</u>
<b>Operating expense</b>			
4755.690 Depreciation	101,609	101,609	101,609
<b>Total Operating expense</b>	<u>101,609</u>	<u>101,609</u>	<u>101,609</u>
<b>Total Income From Operations:</b>	<u>192,102</u>	<u>183,588</u>	<u>101,609</u>
<b>Non-Operating Items:</b>			
<b>Non-operating income</b>			
3794 Interest Earnings	5,324	-	-
3851 Transfers from Water Fund	16,918	16,918	17,490
<b>Total Non-operating income</b>	<u>22,242</u>	<u>16,918</u>	<u>17,490</u>
<b>Non-operating expense</b>			
4755.820 Debt Payments - Interest	27,867	22,115	7,523
4755.830 Administrative fees	-	500	500
<b>Total Non-operating expense</b>	<u>27,867</u>	<u>22,615</u>	<u>8,023</u>
<b>Total Non-Operating Items:</b>	<u>(5,625)</u>	<u>(5,697)</u>	<u>9,467</u>
<b>Total Income or Expense</b>	<u>186,477</u>	<u>177,891</u>	<u>(92,142)</u>

**Brian Head Town**  
**State Budget Report**  
**91 91 General capital assets - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<u>2018 Actual</u>	<u>2019 Budget</u>	<u>2020 Budget</u>
<b>Change In Net Position</b>			
<b>Expenditures:</b>			
<b>Miscellaneous</b>			
4101 GASB 68 adj. Admin	31,122	-	-
<b>Total Miscellaneous</b>	<u>31,122</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures:</b>	<u>31,122</u>	<u>-</u>	<u>-</u>
<b>Total Change In Net Position</b>	<u>31,122</u>	<u>-</u>	<u>-</u>

# STRATEGIC BUDGET SUMMARY REPORT

Fiscal Year 2020 Adopted Budget

Strategy	Man Hours	Total Budget	Revenue Offsets	Net Budget
<b>Administrative Strategies</b>				
<b>Public Information</b>				
PI01 - Hold regular public meetings	1,690	\$91,011	\$0	\$91,011
PI02 - Communicate significant information to the public in proactive manner	340	16,820	0	16,820
PI03 - Work with news media on matters of broad public interest	70	4,579	0	4,579
PI04 - Keep Town Hall open and staffed with knowledgeable and personable personnel	1,570	37,966	0	37,966
PI05 - Maintain clear and accessible records for the public	480	24,884	0	24,884
PI06 - Educate the residents and guests on Town history	40	1,414	0	1,414
PI07 - Plan and carry out community events geared toward building Town unity	120	9,035	0	9,035
<b>Public Information Strategies Subtotal</b>	<b>4,310</b>	<b>\$185,707</b>	<b>\$0</b>	<b>\$185,707</b>
<b>Community Development</b>				
CD01 - Maintain land management policies that reflect the Community Vision and General Plan	210	\$14,772	\$0	\$14,772
CD02 - Provide a clear, timely, customer-friendly planning/building process	210	12,328	0	12,328
CD03 - Conduct timely, equitable and professional building inspections	210	11,328	0	11,328
CD04 - Ensure adherence to policies through consistent code enforcement	250	13,372	0	13,372
CD05 - Establish workforce housing strategy	20	1,638	0	1,638
<b>Community Development Strategies Subtotal</b>	<b>900</b>	<b>\$53,437</b>	<b>\$0</b>	<b>\$53,437</b>
<b>Economic Development</b>				
ED01 - Assist with special events which draw visitors to the community	80	\$19,495	\$2,000	\$17,495
ED02 - Plan and carry out a limited number of Town-sponsored events	210	34,569	0	34,569
ED03 - General area marketing	80	111,412	67,600	43,812
ED04 - Build needed public infrastructure for resort commerce	20	566,931	183,918	383,013
ED05 - License businesses to ensure health, safety and welfare	300	15,971	0	15,971
ED06 - Facilitate mobility and decrease traffic through public transit	80	135,678	0	135,678
ED07 - Provide core goods and services which are not provided by private businesses	80	79,341	86,100	-6,759
ED08 - Encourage resort-commercial development within Village Core	50	4,993	0	4,993
ED09 - Operate Visitor Center	80	6,274	0	6,274
ED10 - Beautify Brian Head	180	30,315	0	30,315
ED11 - Better Connect Town with Businesses	40	3,275	0	3,275
<b>Economic Development Strategies Subtotal</b>	<b>1,200</b>	<b>\$1,008,253</b>	<b>\$339,618</b>	<b>\$668,635</b>
<b>Strategic Planning</b>				
SP01 - Foster strategic thinking and action throughout the organization	80	\$12,543	\$0	\$12,543
SP02 - Measure performance to test effectiveness of strategies	40	2,056	0	2,056
SP03 - Align resources with objectives in short and long term	600	44,150	0	44,150
SP04 - Execute plan for resource allocation	980	54,919	0	54,919
<b>Strategic Planning Strategies Subtotal</b>	<b>1,700</b>	<b>\$113,668</b>	<b>\$0</b>	<b>\$113,668</b>
<b>Financial Management</b>				
FM01 - Receive and invest funds for greatest return at very low risk	60	\$3,190	\$0	\$3,190
FM02 - Maximize grant revenue to offset tax burden on residents and local businesses	330	21,975	0	21,975
FM03 - Minimize the risk of losing resources to injury or lawsuit	140	71,024	0	71,024
FM04 - Adhere to purchasing policies	300	16,714	0	16,714
FM05 - Prepare and share clear and accurate financial information	440	45,877	0	45,877
FM06 - Set fee levels that cover costs but don't deter investment in the community	100	6,390	0	6,390
<b>Financial Management Strategies Subtotal</b>	<b>1,370</b>	<b>\$165,171</b>	<b>\$0</b>	<b>\$165,171</b>
<b>Personnel Management</b>				
PM01 - Encourage employee physical wellness	80	\$5,860	\$0	\$5,860
PM02 - Provide reasonable work hours and leave time	10	547	0	547
PM03 - Compensate Staff Regularly	270	15,485	0	15,485
PM04 - Provide peace-of-mind through financial management and health plan	40	2,732	0	2,732
PM05 - Foster strong sense of team	20	2,138	0	2,138
PM06 - Establish a friendly and cohesive work environment	40	4,013	0	4,013
PM07 - Foster a professional and ethical workplace culture	20	1,788	0	1,788
PM08 - Attract and retain staff capable of providing "very good" quality of service	80	5,464	0	5,464
PM09 - Stretch staff through inclusive decision-making and progressive goals	100	7,938	0	7,938
PM10 - Recognize and reward desired progression	40	3,927	0	3,927
<b>Personnel Management Strategies Subtotal</b>	<b>700</b>	<b>\$49,891</b>	<b>\$0</b>	<b>\$49,891</b>
<b>Administrative Strategies Total</b>	<b>10,180</b>	<b>\$1,576,127</b>	<b>\$339,618</b>	<b>\$1,236,509</b>
<b>Public Safety Strategies</b>				
<b>General Public Safety</b>				
PS01 - Prepare for emergencies by utilizing Nat'l Incident Mgt System and the Town's Emergency Operations Plan (EOP)	240	\$17,423	\$0	\$17,423
PS02 - Promote emotional and physical health and wellness necessary to meet the demands of a public safety officer	150	10,042	0	10,042
PS03 - Improve community image and visibility	280	18,674	0	18,674
PS04 - Respond to public safety emergencies as they arise	2,700	210,327	0	210,327
PS05 - Proactively provide emergency medical treatment for residents and visitors	230	24,652	0	24,652
<b>General Public Safety Strategies Subtotal</b>	<b>3,600</b>	<b>\$281,119</b>	<b>\$0</b>	<b>\$281,119</b>

Strategy	Man Hours	Total Budget	Revenue Offsets	Net Budget
<b>Marshals Office</b>				
MA01 - Provide a proactive and highly visible police presence throughout the Town during all hours of the day and night	5,690	\$368,891	\$0	\$368,891
MA02 - Train Deputies and give tools necessary to maintain a true public safety response	300	73,550	0	73,550
MA03 - Provide heightened police coverage during peak times	460	31,020	0	31,020
MA04 - Keep Brian Head a multi-recreational community through OHV education and enforcement	80	6,122	0	6,122
<b>Marshals Office Strategies Subtotal</b>	<b>6,530</b>	<b>\$479,582</b>	<b>\$0</b>	<b>\$479,582</b>
<b>Fire Department</b>				
FD01 - Ensure that trained fire personnel and appropriate equipment are available to fight fire in Brian Head	660	\$177,991	\$88,000	\$89,991
FD02 - Retain and recruit wildland fire division personnel that can respond to fires outside of our community	220	77,610	100,000	-22,390
FD03 - Train all fire department personnel in the strategies and tactics used for structural and wildland fires as well as rescue operations	680	38,384	0	38,384
FD04 - Keep our commercial properties safe from fire hazards	230	15,903	0	15,903
FD05 - Work to improve Brian Head Insurance Service Office (ISO) rating	270	16,960	0	16,960
FD06 - Expand fuels reduction projects in and around Brian Head	720	40,864	0	40,864
<b>Fire Department Strategies Subtotal</b>	<b>2,780</b>	<b>\$367,711</b>	<b>\$188,000</b>	<b>\$179,711</b>
<b>Public Safety Strategies Total</b>	<b>12,910</b>	<b>\$1,128,412</b>	<b>\$188,000</b>	<b>\$940,412</b>
<b>Public Works Strategies</b>				
<b>Streets</b>				
ST01 - Maintain and improve gravel roads	660	\$71,374	\$0	\$71,374
ST02 - Maintain paved roads	670	344,449	103,269	241,180
ST03 - Implement Streets Master Plan	560	34,966	0	34,966
ST04 - Train staff to provide highest quality maintenance in safest manner possible	790	42,067	0	42,067
ST05 - Snow Removal	2,990	228,708	0	228,708
ST06 - Street Lights & Signs	340	42,954	0	42,954
ST07 - Improve multi-modal transportation options	170	25,929	8,000	17,929
<b>Streets Strategies Subtotal</b>	<b>6,180</b>	<b>\$790,446</b>	<b>\$111,269</b>	<b>\$679,177</b>
<b>Parks &amp; Recreation</b>				
PK01 - Maintain recreation infrastructure at high quality	2,180	\$110,629	\$0	\$110,629
PK02 - Implement phased improvements of Bristlecone Park & Pond	620	217,850	150,000	67,850
PK03 - Enhance trails system consistent with Trails Master Plan	440	134,024	72,800	61,224
<b>Parks &amp; Recreation Strategies Subtotal</b>	<b>3,240</b>	<b>\$462,502</b>	<b>\$222,800</b>	<b>\$239,702</b>
<b>Asset Management</b>				
AM01 - Administer Depreciable Asset Replacement Program	80	\$211,126	\$92,800	\$118,326
AM02 - Maintain Public Facilities	250	13,933	0	13,933
AM03 - Refine Depreciable Asset Replacement and GIS Program	80	6,885	0	6,885
<b>Asset Management Strategies Subtotal</b>	<b>410</b>	<b>\$231,944</b>	<b>\$92,800</b>	<b>\$139,144</b>
<b>Water System</b>				
WA01 - Meet State DEQ water quality standards	920	\$167,917	\$0	\$167,917
WA02 - Ensure sufficient water supply	380	156,434	0	156,434
WA03 - Maintain & Improve Water Storage & Distribution System	1,280	675,035	0	675,035
<b>Water System Strategies Subtotal</b>	<b>2,580</b>	<b>\$999,386</b>	<b>\$0</b>	<b>\$999,386</b>
<b>Sewer System</b>				
SE01 - Maintain & Improve Wastewater Collection System to DEQ Standards	820	\$354,378	\$0	\$354,378
SE02 - Treat wastewater consistent with DEQ standards	180	192,956	0	192,956
<b>Sewer System Strategies Subtotal</b>	<b>1,000</b>	<b>\$547,335</b>	<b>\$0</b>	<b>\$547,335</b>
<b>Solid Waste</b>				
SW01 - Collect solid waste regularly consistent with State regulations	2,120	\$206,823	\$0	\$206,823
<b>Solid Waste Strategies Subtotal</b>	<b>2,120</b>	<b>\$206,823</b>	<b>\$0</b>	<b>\$206,823</b>
<b>Public Works Strategies Total</b>	<b>15,530</b>	<b>\$3,238,436</b>	<b>\$426,869</b>	<b>\$2,811,567</b>
<b>Grand Total for All Strategies</b>	<b>38,620</b>	<b>\$5,942,975</b>	<b>\$954,487</b>	<b>\$4,988,488</b>

# Line Item Budget Summary Report

Fiscal Year 2020 Adopted Budget

<i>Governmental Funds</i>		<i>Line Item Expenditures</i>				<i>Non-cash transactions budgeted to line items</i>				
Fund	Expenditures	Line Item Budget				Transfers	Depreciation	Balancing Entry	Total Cash Budget	
10	General Fund	\$2,540,318				\$2,540,318	\$471,850	\$0	\$0	\$2,068,468
17	Wildland Fire	110,000				110,000	0	0	7,675	102,325
25	Redevelopment Agency	60,000				60,000	8,667	0	8,683	42,650
28	Municipal Building Authority	121,495				121,495	0	0	0	121,495
30	Debt Service	288,187				288,187	0	0	0	288,187
46	Capital Projects	556,000				556,000	0	0	0	556,000
47	Asset Replacement	258,500				258,500	0	0	0	258,500
<b>Governmental Funds Subtotal</b>		<b>\$3,934,500</b>				<b>\$3,934,500</b>	<b>\$480,517</b>	<b>\$0</b>	<b>\$16,358</b>	<b>\$3,437,625</b>
<i>Enterprise Funds</i>										
Fund	Operating Expense	Non-Operating Expense	Long-Term Debt Repayment	Capital Requirement	Line Item Budget	Transfers	Depreciation	Balancing Entry	Total Cash Budget	
51	Water	\$1,173,335	\$211,607	\$367,930	\$0	\$1,752,872	\$107,547	\$353,592	\$0	\$1,291,733
52	Sewer	543,882	0	0	256,002	799,884	64,341	56,112	0	679,431
53	Solid Waste	254,800	0	0	44,128	298,928	22,766	45,000	0	231,162
55	Snowmaking Lease	101,609	8,023	295,000	0	404,632	0	101,609	0	303,023
<b>Enterprise Funds Subtotal</b>		<b>\$2,073,626</b>	<b>\$219,630</b>	<b>\$662,930</b>	<b>\$300,130</b>	<b>\$3,256,316</b>	<b>\$194,654</b>	<b>\$556,313</b>	<b>\$0</b>	<b>\$2,505,349</b>
<b>Grand Total</b>		<b>6,008,126</b>	<b>219,630</b>	<b>662,930</b>	<b>300,130</b>	<b>7,190,816</b>	<b>675,171</b>	<b>556,313</b>	<b>16,358</b>	<b>5,942,974</b>

**BRIAN HEAD REDEVELOPMENT AGENCY  
BRIAN HEAD, UTAH**

**BUDGET RESOLUTION**

**RESOLUTION NO. RDA-\_\_\_**

**A RESOLUTION ADOPTING THE FISCAL YEAR 2020 BUDGET OF FUNDS AND ACCOUNTS FOR THE BRIAN HEAD REDEVELOPMENT AGENCY, BRIAN HEAD, UTAH AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to law, a public hearing to receive public comment and consider adoption of a final budget (herein the “Budget”) was held on May 28, 2019 at 1:00 p.m. or shortly thereafter in the Brian Head Council Chambers located at 56 North Hwy. 143, Brian Head, Utah; and;

**WHEREAS**, pursuant to law, the date, time and place of the public hearing, the right of citizens to be heard, the location of the RDA Secretary Office where the Budget was available for public inspection, was published in at least one issue of a newspaper of general circulation published within Iron County at least seven days prior to said public hearing; and;

**WHEREAS**, all interested persons in attendance at the public hearing were given an opportunity to be heard, for or against, the estimate of revenues and expenditures or any item thereof in the proposed Budget; and;

**WHEREAS**, pursuant to law, the Brian Head Redevelopment Agency, at a special meeting of the Redevelopment Agency, must adopt a final budget on or before the 30<sup>th</sup> day of June 2019, and;

**WHEREAS**, it is the intent and desire of the Brian Head Redevelopment Agency to comply with all applicable State and local laws regarding the adoption of the Budget; and;

**WHEREAS**, the Brian Head Redevelopment Agency finds that it is in the best interests to adopt a final budget for the Agency.

**NOW, THEREFORE, BE IT RESOLVED** by the Brian Head Redevelopment Agency, Iron County, Utah as follows:

**SECTION I - BUDGET ADOPTION:**

- A. The budgeted amounts shown in “EXHIBIT A”, the Brian Head Redevelopment Agency FY 2020 Budget, hereby be adopted, including all funds and accounts shown in the budget attached for the fiscal year commencing July 1, 2019 and ending June 30, 2020.
- B. Pursuant to law, a copy of the Budget for each fund within the Budget shall be certified by the Budget Officer and shall be filed with the State Auditor within thirty (30) days after the adoption of the Budget.

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- C. Pursuant to law, a certified copy of the Budget shall be filed in the offices of the RDA Secretary and shall be available for public inspection during regular business hours.

**SECTION II - FURTHER ACTION:**

- A. In addition to the foregoing, the Town Manager is hereby directed to implement any other necessary actions pertinent to the adoption of the Budget with the approval of the Agency. Such actions may include, but are not necessarily limited to, notification, reporting, and publishing as required by and consistent with applicable law.
- B. Modification of the adopted Budget will be set by Resolution upon approval of the Brian Head Redevelopment Agency.

**SECTION III -SEVERABILITY:** If any provision of this Resolution is declared invalid by a court or competent jurisdiction, the remainder shall not be affected thereby.

**SECTION IV – EFFECTIVE DATE:** This budget resolution shall take effect July 01, 2019 as per the fiscal year beginning for the Redevelopment Agency.

**PASSED AND APPROVED** this \_\_\_\_day of June 2019.

**VOTING:**

Chair H.C. Clayton Calloway	Aye____	Nay____
Board Member Shad Hunter	Aye____	Nay____
Board Member Lynn Mulder	Aye____	Nay____
Board Member Kelly Marshall	Aye____	Nay____
Board Member Larry Freeberg	Aye____	Nay____

**BRIAN HEAD REDEVELOPMENT AGENCY**

By: \_\_\_\_\_  
Clayton Calloway, Chairperson

**ATTEST:**

\_\_\_\_\_  
Nancy Leigh, RDA Secretary

**Brian Head Town**  
**State Budget Report**  
**25 25 Redevelopment Agency - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Change In Net Position</b>			
<b>Revenue:</b>			
<b>Taxes</b>			
3110 Tax Increment Monies - Current	34,899	47,667	60,000
<b>Total Taxes</b>	<b>34,899</b>	<b>47,667</b>	<b>60,000</b>
<b>Intergovernmental revenue</b>			
3310 Loans/Grants from Local Units	-	92,000	-
<b>Total Intergovernmental revenue</b>	-	<b>92,000</b>	-
<b>Miscellaneous revenue</b>			
3610 Interest Earnings	5,460	-	-
<b>Total Miscellaneous revenue</b>	<b>5,460</b>	-	-
<b>Contributions</b>			
3890 Fund Balance Appropriated	-	205,000	-
<b>Total Contributions</b>	-	<b>205,000</b>	-
<b>Total Revenue:</b>	<b>40,359</b>	<b>344,667</b>	<b>60,000</b>
<b>Expenditures:</b>			
<b>General government</b>			
<b>Administrative</b>			
4140.311 Professional Services	-	25,000	-
4140.610 Redevelopment Activities	13,083	34,000	42,650
4140.740 Capital Outlay	12,911	-	-
<b>Total Administrative</b>	<b>25,994</b>	<b>59,000</b>	<b>42,650</b>
<b>Total General government</b>	<b>25,994</b>	<b>59,000</b>	<b>42,650</b>
<b>Transfers</b>			
4810 Transfer to General Fund	8,667	8,667	8,667
4846 Transfer to Capital Projects	50,000	277,000	-
4890 Budgeted Increase in Fund Balance	-	-	8,683
<b>Total Transfers</b>	<b>58,667</b>	<b>285,667</b>	<b>17,350</b>
<b>Total Expenditures:</b>	<b>84,661</b>	<b>344,667</b>	<b>60,000</b>
<b>Total Change In Net Position</b>	<b>(44,302)</b>	-	-

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**BRIAN HEAD SPECIAL SERVICE DISTRICT  
BRIAN HEAD, UTAH**

**FISCAL YEAR 2020 BUDGET RESOLUTION**

**RESOLUTION NO. SSD-\_\_\_\_\_**

**A RESOLUTION ADOPTING THE FISCAL YEAR 2020 BUDGET OF FUNDS AND  
ACCOUNTS FOR THE BRIAN HEAD SPECIAL SERVICE DISTRICT, BRIAN HEAD,  
UTAH.**

**WHEREAS**, pursuant to law, a public hearing to receive public comment and consider adoption of a final budget (herein the "Budget") was held on May 28, 2019 at 1:00 p.m. in the Brian Head Council Chambers located at 56 North Hwy. 143, Brian Head, Utah; and;

**WHEREAS**, pursuant to law, the date, time and place of the public hearing, the right of citizens to be heard, the location of the Special Service District Clerk's Office where the Budget was available for public inspection, was published in at least one issue of a newspaper of general circulation published within Iron County at least seven days prior to said public hearing; and;

**WHEREAS**, all interested persons in attendance at the public hearing were given an opportunity to be heard, for or against, the estimate of revenues and expenditures or any item thereof in the proposed Budget; and;

**WHEREAS**, pursuant to law, the Brian Head Special Service District must adopt a final budget on or before the 30<sup>th</sup> day of June 2019, and;

**WHEREAS**, it is the intent and desire of the Brian Head Special Service District to comply with all applicable State and local laws regarding the adoption of the Budget; and;

**WHEREAS**, the Brian Head Special Service District finds that it is in the best interests to adopt a final budget for the District.

**NOW, THEREFORE, BE IT RESOLVED** by the Brian Head Special Service District, Iron County, Utah as follows:

**Section I - Budget Adoption**

A. The budgeted amounts shown in "EXHIBIT A", the Brian Head Special Service District Fiscal Year 2019 Budget, hereby be adopted, including all funds and accounts shown in the budget attached for the fiscal year commencing July 01, 2019 and ending June 30, 2020.

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B. Pursuant to law, a copy of the Budget for each fund within the Budget shall be certified by the Budget Officer and shall be filed with the State Auditor within thirty (30) days after the adoption of the Budget.

C. Pursuant to law, a certified copy of the Budget shall be filed in the offices of the Special Service District Secretary and shall be available for public inspection during regular business hours.

**Section II Further Action**

A. In addition to the foregoing, the Town Manager is hereby directed to implement any other necessary actions pertinent to the adoption of the Budget. Such actions may include, but are not necessarily limited to, notification, reporting, and publishing as required by and consistent with applicable law.

B. Modification of the adopted Budget will be set by Resolution upon approval of the Brian Head Special Service District.

**Section III Severability**

If any provision of this Resolution is declared invalid by a court or competent jurisdiction, the remainder shall not be affected thereby.

**Section IV Effective Date**

This Resolution shall take effect immediately upon posting, as required by law, deposited and recorded in the office of the Special Service District Secretary, and accepted as required herein.

**PASSED AND APPROVED** this \_\_\_\_day of June 2019.

**VOTING:**

Chairperson Clayton Calloway	Aye_____	Nay_____
Board Member Larry Freeberg	Aye_____	Nay_____
Board Member Lynn Mulder	Aye_____	Nay_____
Board Member Kelly Marshall	Aye_____	Nay_____
Board Member Shad Hunter	Aye_____	Nay_____

**BRIAN HEAD SPECIAL SERVICE DISTRICT**

**ATTEST:**

By: \_\_\_\_\_  
Clayton Calloway, Chair

\_\_\_\_\_  
Nancy Leigh, District Clerk (seal)

**Brian Head Town**  
**State Budget Report**  
**21 21 SSD Special Service District - 07/01/2019 to 06/30/2020**  
**100.00% of the fiscal year has expired**

	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>2020 Budget</b>
<b>Change In Net Position</b>			
<b>Revenue:</b>			
<b>Miscellaneous revenue</b>			
3668 Water Lease	30,421	30,421	30,421
<b>Total Miscellaneous revenue</b>	<b>30,421</b>	<b>30,421</b>	<b>30,421</b>
<b>Total Revenue:</b>	<b>30,421</b>	<b>30,421</b>	<b>30,421</b>
<b>Expenditures:</b>			
<b>Transfers</b>			
4890 Budgeted Increase in Fund Balance	-	30,421	30,421
<b>Total Transfers</b>	-	<b>30,421</b>	<b>30,421</b>
<b>Total Expenditures:</b>	-	<b>30,421</b>	<b>30,421</b>
<b>Total Change In Net Position</b>	<b>30,421</b>	-	-



## STAFF REPORT TO THE TOWN COUNCIL

**SUBJECT:** Resolution Amending Personnel Policy on Overtime Pay for Full-Time Public Safety Officers  
**AUTHOR:** Cecilia Johnson, Town Treasurer  
**DEPARTMENT:** Administration Department  
**DATE:** June 10, 2019  
**TYPE OF ITEM:** Legislative Action

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### **SUMMARY:**

The Town Council will be presented with Resolution No. 482 amending Title 1 – Introduction and Policy Statements, Chapter D – Work Schedule Options (pertaining to Full-Time Public Safety Employees), of the Brian Head Town Personnel Policies and Procedures Manual.

### **BACKGROUND:**

Currently, Brian Head Town requires its full-time Public Safety Officers to work 80 hours in a two-week work period. The first 5.5 hours of overtime is paid at straight time (based on information obtained from the U.S. Department of Labor, Fair Labor Standards Act) with all hours over the 85.5 paid at time and one-half (1.5).

### **ANALYSIS:**

The Brian Head Town Public Safety Officers protect the health, safety, and welfare of its citizens (and visitors). The Public Safety Officers can usually get their work completed within the 80-hour two-week period, however, there are times when overtime is required to get the job done.

Even though there are guidelines on how to pay the full-time Public Safety Officers from the U.S. Department of Labor, Brian Head Town can choose to follow a less stringent overtime plan for its Public Safety Officers. It is proposed that Brian Head Town pay **all** over-time (over and above the required 80-hour work period) to its Public Safety Officers at time and one-half (1.5), to become effective as of July 1, 2019.

### **DEPARTMENT REVIEW:**

Staff has reviewed Resolution No.482 and feels the amendments made by this Resolution, deleting the part about the first 5.5 overtime hours to be paid at straight time, is appropriate for Section 1-C of the Personnel Policies and Procedures Manual.

### **FINANCIAL IMPLICATIONS:**

The FY 2020 budget, which has not yet been adopted, allows for time and one-half pay for Brian Head Town's full-time Public Safety Officers overtime, in anticipation of this amendment.

### **BOARD/COMMISSION RECOMMENDATION:**

Not Applicable.

**STAFF RECOMMENDATION:**

Staff recommends that Resolution No. 482be adopted as presented.

**PROPOSED MOTION:**

“I move to adopt Resolution No. 482 amending section 1-C of Brian Head’s Personnel Policies and Procedures Manual regarding overtime pay for full-time Public Safety Officers, as presented.”



**RESOLUTION NO. \_\_\_\_\_**

**AMENDING THE BRIAN HEAD PERSONNEL POLICY AND PROCEDURE MANUAL, CHAPTER D “WORK SCHEDULE OPTIONS FOR FULL-TIME EMPLOYEES” TO TITLE 1 – INTRODUCTION AND POLICY STATEMENTS**

**WHEREAS**, Brian Head Town is a body politic who protects the health, safety and welfare of its citizens; and

**WHEREAS**, Brian Head Town reviews and amends its policies and procedures from time to time as needed; and

**WHEREAS**, currently Brian Head Town requires all full-time Public Safety Officers to work 80 hours in a two-week period with the first 5.5 overtime hours paid at straight time (this is based on information obtained from the U.S. Department of Labor, Fair Labor Standards Act); and

**WHEREAS**, Brian Head staff feels that, although there are guidelines set up from the U.S. Department of Labor, Brian Head Town can choose to follow a less stringent plan for its full-time Public Safety Officers; and

**WHEREAS**, the Brian Head Town Council feels it would be appropriate to pay all over-time hours, after the 80 required hours, for full-time Public Safety Officers at time and one-half (1.5) effective with the new FY 2020 budget year.

**THEREFORE, IT IS HEREBY RESOLVED** by the Brian Head Town Council that the following Chapter D be amended, as it pertains to full-time Public Safety Officers, to Title 1 – Introduction and Policy Statements of the Brian Head Town Personnel Policy and Procedures Manual:

**Section 1: “Work Schedule Options (for Full-Time Employees):**

At the discretion of the department heads, the following work schedules are options for all full-time employees (excluding Public Safety employees). The work week hours are:

1. Monday through Friday, from 8:00 a.m. to 4:30 p.m. (with a ½ hour lunch); or
2. Monday through Friday - four (4) 10-hour days, from 6:30 a.m. to 5:00 p.m. (with a ½ hour lunch); or
3. For a two-week period – both weeks Monday through Thursday – eight - nine (9) hour days, first Friday – 8 hours and second Friday – zero (0) hours (which totals 80 hours in a two-week period)

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Full-Time Public Safety Employees are required to work 80 hours in a two-week period. ~~The first 5.5 overtime hours are paid at straight time.~~ All over-time hours thereafter are paid at a rate of time and 1/2.

*Note: The flex schedules may be followed as long as the Town Offices are covered from 8:00 a.m. to 4:30 p.m. daily Monday through Friday (excluding Holidays)."*

**Section 2- Severability:** All provisions of the Brian Head Town Policies and Procedures Manual that are inconsistent with the express terms of this ordinance shall be repealed. All other provisions of Brian Head Town’s Personnel Policies and Procedures Manual shall remain in full force and effect as codified.

**Section 3 – Conflict:** If there are any conflicts between other Town, County, State, or Federal ordinances or regulations, and this ordinance, the more restrictive is deemed to be controlling.

**Section 4 – Repealer:** If any section, subsection, sentence, clause, phrase, or portion of this ordinance 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 ordinance.

This Resolution is to take effect as of July 1, 2019 (the start of the FY 2020 budget year).

**PASSED** and **ADOPTED** by the Brian Head Town Council of Iron County, Utah this \_\_\_\_day of July 2019

**BRIAN HEAD TOWN COUNCIL**  
BRIAN HEAD, UTAH

By: \_\_\_\_\_  
Clayton Calloway, Mayor

**ATTEST:**

\_\_\_\_\_  
Nancy Leigh, Town Clerk

(SEAL)

Vote:

Mayor Clayton Calloway	Aye_____	Nay_____
Council Member Larry Freeberg	Aye_____	Nay_____
Council Member Shad Hunter	Aye_____	Nay_____
Council Member Kellyl Marshall	Aye_____	Nay_____
Council Member Lynn Mulder	Aye_____	Nay_____

Resolution No. \_\_\_\_