

**MINUTES - VIRTUAL MEETING
BUDGET COMMITTEE MEETING
PUBLIC HEARING: FY2023 BUDGET AMENDMENT
ALTA TOWN COUNCIL MEETING**

Wednesday, December 14, 2022, 1:00 PM

Alta Community Center (virtual), 10351 E. Highway 210, Alta, Utah

PRESENT: Mayor Bourke
Councilmember John Byrne
Councilmember Sheridan Davis
Councilmember Elise Morgan
Councilmember Carolyn Anctil (joined at 2pm, start of public hearing)

STAFF PRESENT: Mike Morey, Town Marshal
Chris Cawley, Assistant Town Administrator
Jen Clancy, Town Clerk
Molly Austin, Deputy Clerk

ALSO PRESENT: Cameron Platt, Legal Counsel
Craig Heimark, Treasurer

NOT PRESENT: John Guldner, Town Administrator

BUDGET COMMITTEE MEETING

1. **CALL THE BUDGET COMMITTEE MEETING TO ORDER**

00:00:00

Mayor Bourke started the budget committee meeting of December 14th.

2. **WAGE STUDY REPORT**

00:00:17

Mayor Bourke introduced Mike Swallow to present the wage study update. Mike Swallow reported that the Town employees were invited to participate in an exercise that offered their perceptions about job valuation, worth of work, and things that influence the value of jobs. He offered that public policy states to legitimately and legally differentiate in pay, a methodology needs to include proportional differences between job knowledge, responsibility, difficulty, and work environment. Over the last 40 years he has worked with local governments and has developed an instrument meeting the needs of the methodology needed. Mike continued to provide an overview of his draft work product for the Town.

Craig Heimark commented that this isn't a decision-making meeting but to introduce the committee to the tool we have been work on. Once the report is fine-tuned, information will be presented to the committee and council. There was a discussion about the nature of the information that would be presented to the council and their level of decision making. John Byrne and Craig Heimark agreed that it would be appropriate for the council to vote on the total budget for wages, whereas individual wages should be determined by the Mayor and Town Administrator as well as Supervisors as needed. The

bonus program was also mentioned as something to be contemplated in this process. Mike Swallow pointed out that this framework goes to great lengths to separate the “worth of the work” from the “worth of the worker”. It was noted that Supervisors should consider the subjective input about an individual’s worth when reviewing wage comparisons.

3. DECEMBER AMENDMENT FY 2023 BUDGETS

00:36:10

Jen Clancy stated that the council had started reviewing and amending the budget in December a few years back. She explained that approved capital plan projects had been removed from the general fund and moved into the capital projects fund to streamline understanding of each fund’s operating budget. She also highlighted that about 50% of the changes in the budget were from the one-time funding from UTA for the elimination of a bus stop in Alta.

Mayor Bourke said that he would like to have the opportunity to fund some things he considered minor but in the interest of the Town and is proposing \$10,000 in mayor discretion funds. Sheridan Davis asked what sort of projects the mayor anticipated using these funds for and why they shouldn’t come before the council for review. Mayor Bourke gave two examples of projects he’d likely use the funds for 1) better renderings of the gondola as seen in Alta and 2) to host a Council of Mayor’s meeting next summer. Elise Morgan stated she wasn’t opposed to the discretion funds but highlighted that they are new, that governments can be slow but that protects government spending, that \$10,000 is a lot for our budget, and that projects should be presented to the council for approval. John Byrne thought the examples provided by the Mayor are fine examples of projects the Mayor should ask the council for approval for. He also highlighted the administrative transfer procedure used for the wage study as a good procedural example. John added the magnitude of this item is extraordinary and goes against the spirit of budgeting by approving unbudgeted funds.

Mayor Bourke stated that he withdrew his request for discretionary funds.

The budget committee members agreed to recommend the December amendment without the Mayor’s discretionary funds to the Town Council for approval.

4. 2021-2022 FINANCIAL STATEMENTS AND AUDIT

00:57:00

Ron Stewart with Gilbert and Stewart CPA’s presented the audit. He reviewed the process they go through and the opinions they gave. Ron said there are three things they look at in a Town 1) make sure the financial statements are materially correct, 2) make sure our internal controls safeguard the assets of the Town, and 3) make sure we are compliant with state law. Ron stated the Town of Alta received a clean opinion or the best opinion we can receive. This means the Town can rely on the financial statement that we have. They reviewed the books of the Town and then preform a number of tests on the balances, they also evaluate internal controls to make sure they are effective.

5. MOTION TO ADJOURN

01:12:55

MOTION: John Byrne motioned to adjourn, and Elise Morgan seconded.

VOTE: All in favor. The meeting was adjourned.

PUBLIC HEARING

1. CALL THE PUBLIC HEARING TO ORDER

01:13:07

Mayor Bourke called the public hearing on the December amendment to the FY 2023 budgets to order and asked for public comment.

2. PUBLIC COMMENTS: DECEMBER AMENDMENT FY 2023 BUDGETS

01:13:30

There was no public comment.

3. MOTION TO ADJOURN

01:14:30

MOTION: John Byrne motioned to adjourn, and Elise Morgan seconded.

VOTE: All in favor. The hearing was adjourned.

TOWN COUNCIL MEETING

1. CALL THE REGULAR TOWN COUNCIL MEETING TO ORDER AND DECLARATION

01:15:00

Mayor Bourke called the regular meeting of the Alta town Council to order for December 14th. Pursuant to his December 2, 2022 determination Mayor Bourke said that it is in the community's best interest to hold this meeting virtually without an anchor location.

2. CITIZEN INPUT

01:15:25

There was no public comment.

3. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 2021-2022 FINANCIAL STATEMENTS AN AUDIT OF THE TOWN OF ALTA

01:16:00

Steve Rowley reported there were no findings and the Town received an unmodified opinion and so our financials are in good shape and can be relied on. We have implemented a few new processes to improve things. Jen Clancy reported the audit process as being informative and a pleasant experience.

She acknowledged appreciation for Piper’s record keeping. Mayor Bourke made a motion supported by the council commending Jen for a marvelous job with the audit in a relatively new position.

MOTION: Elise Morgan motioned to approve the 2022 financial statements and audit, and Sheridan Davis seconded.

VOTE: All in favor. The 2022 financial statements and audit were adopted.

4. **SALT LAKE RANGER DISTRICT REPORT ON TRI-CANYONS TRAIL MASTER PLAN**

01:21:20

Mayor Bourke introduced Chelsea Phillippe, the Trails Inventory Planner for the Salt Lake Ranger District. Chelsea explained that tri-canyons are Big and Little Cottonwood Canyons and Millcreek Canyon. She walked the council through a power point presentation that explained the process they are using to lay out a roadmap with a shared vision for trails in these canyons for the next 30 years. Overarching goals include keeping the area beautiful, improve watershed and ecosystem health, and provide diverse high quality recreation opportunities. Chelsea reported we are about halfway through the planning process, and are currently in the listening sessions phase. She encouraged people to engage with the process and visit the www.TriCanyonTrails.org website.

The Mayor and council suggested a billboard trail map for summer and restroom facilities.

5. **ALTA SKI AREA UPDATE**

01:46:20

Mike Maughan reported the ski area was working on a trails master plan in conjunction with the Forest Service. Mike thanked the Town for putting in \$5,000 additional funds towards the town shuttle, and reported the rest of the businesses had stepped up. He said he was continuing discussions with UDOT regarding the traction laws and merging for vehicles trying to leave Alta when the main line under Mount Superior is closed. Mike said they would like to retire 90 roadside parking spots between the Peruvian and DPH, and relocate those spots in the wildcat parking area. He is looking for support from UDOT and the Town in order to present the concept to the Forest Service.

Mike said we just had a 52” storm and we are off to a great start. The ski area is tracking similar to last year regarding skier visits, in spite of not having any beginner terrain open yet. Albion lift and beginner terrain will be open Saturday; the Sunnyside lift will not be operating until the new year but the date is still to be determined. Parking reservations start Friday.

6. **APPROVAL OF CONSENT AGENDA: NOVEMBER 9, 2022 MEETING MINUTES, TREASURER’S REPORTS, AND STAFF REPORTS**

02:05:55

MOTION: John Byrne motioned to approve the consent agenda including the November 9, 2022 minutes, and Mayor Bourke seconded.

VOTE: All in favor. The consent agenda including the November 9, 2022 minutes was unanimously approved.

7. QUESTIONS REGARDING DEPARTMENTAL REPORTS

02:06:30

There were no questions.

Jen Clancy announced that the post office was going to be operating under extended holiday hours this season. They would be open from 9am to 2pm, Monday through Saturday from December 15 through February 15, 2023.

8. MAYOR'S REPORT

02:08:50

Mayor Bourke reported he attended a council of governments meeting and noted the challenges surrounding homelessness, how to accommodate their needs, and put homeless shelters in place that work. He reported there had been lots of work on the UTA bus situation and that the Town had received a \$50,000 one-time contribution in lieu of reduced service this winter. He added that Alta Shuttle would be filling in the gap transporting passengers from the wildcat bus stop up through Town including the lodges and Albion Lot. They would also be delivering passengers to the wildcat lot for transportation down canyon. The Bypass Road and Snowbird Cliff Lodge would also be serviced. He clarified this was a stop gap measure for this year, and not a permanent program for a serious issue.

Mayor reported on the Little Cottonwood Road Committee meeting and his desire to make the departure of vehicles from the canyon more equitable between Snowbird and Alta. There was some discussion about metering and traffic light options to help with merging.

The Mayor reported that Steve McIntosh who has worked on our water and sewer systems for a long time has retired. The Town is moving to contract some of those services with SL County Service Area #3.

The Mayor met with Bekee Hotze (USFS) and reported there are so many issues and so few resources. There is an opportunity to increase the summer ranger program in Alta. The USFS has requested the Town and program partners share covering the increased cost. The Mayor shared his support of the Summer Ranger program and enhancements to the program.

The next town council meeting will be held virtually on January 11, 2023 at 2pm.

9. DISCUSSION AND POSSIBLE ACTION TO ADOPT AN UPDATED 2023 CAPITAL PROJECTS PLAN

02:24:50

Chris Cawley reported the Capital Projects Committee met in November partially as part of the annual budget schedule and in anticipation of this meeting and a December budget amendment. Chris offered that the Capital Project Plan budget for FY23 approved on June 22, 2022 was for \$122,000 and the proposed December amendment is for \$125,332. There was a brief discussion about standardizing the capital projects reporting and extending that to other funds such as the water fund.

MOTION: John Byrne motioned to approve the 2023 Capital Projects Plan, and Sheridan Davis seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke – I, Councilmember Byrne – I, Councilmember Anctil – I, Councilmember Morgan - I, Councilmember Davis - I. All in favor. The motion passes unanimously.

10. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2022-R-20 TO ADOPT DECEMBER AMENDMENT FY2023 BUDGETS

02:34:00

Mayor Bourke stated the proposed budget had been discussed earlier in the budget committee meeting. Jen Clancy stated that the budget committee is recommending two adjustments to the proposed budget; expense account line item 10-41-630 “Mayors discretion” has been removed (changed from \$10,000 to zero) and to offset that change, revenue account item 10-39-200 “use of unreserved fund balance” was adjusted from \$75,377.94 to \$65,377.94.

Jen reviewed the increase in anticipated Service Area #3 fees for the water fund, and explained that the increase in cost doesn’t automatically result in a rate increase for the customer. It was agreed that staff could wait and present new water rates for July.

MOTION: Mayor Bourke motioned to adopt Resolution 2022-R-20 to adopt the December Amendment to the FY 2323 Budgets, and Sheridan Davis seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke – I, Councilmember Byrne – I, Councilmember Anctil – I, Councilmember Morgan - I, Councilmember Davis - I. All in favor. The motion passes unanimously.

11. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2022-R-21 A POLICY ABOUT HOLDING ELECTRONIC MEETINGS

02:38:00

Cameron Platt stated that due to the proliferation of electronic meetings that the State Legislature altered the conditions when we can have a remote or electronic meeting and added some requirements on what we have to do in order to hold the electronic meeting. This resolution sets the rules that are required because of state statute.

It was clarified that if there is no health or safety concern, and if the Town wished to hold a hybrid meeting that we would need to designate one physical anchor location to comply with state statute.

MOTION: Mayor Bourke motioned to approve Resolution 2022-R-21 a policy about holding electronic meetings, and Sheridan Davis seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke – I, Councilmember Byrne – I, Councilmember Anctil – I, Councilmember Morgan - I, Councilmember Davis - I. All in favor. Resolution 2022-R-21 passes unanimously.

**12. DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE 2022-O-7
PLANNING COMMISSION TERM UPDATE**

02:42:10

Mayor Bourke stated this came up because there are three planning commission member terms expiring in January which is a historical accident. He'd like for the 5 commission member terms to be staggered across 5 years. The other issue to address is due to some ambiguity in exactly when planning commission members can be appointed and if the outgoing or incoming administration should be appointing new planning commission members. Mayor Bourke explained the situation as congestion, and suggested moving the term expiration dates to March 1st and the ability to appoint commission members so that terms are staggered.

MOTION: Mayor Bourke motioned to adopt Ordinance 2022-O-7 planning commission term updates with the term expiration date changed to March 1 (not September 1), and John Byrne seconded.

ROLL CALL VOTE BY JEN CLANCY: Mayor Bourke – I, Councilmember Byrne – I, Councilmember Ancil – I, Councilmember Morgan - I, Councilmember Davis - I. All in favor. Ordinance 2022-O-7 passes unanimously.

Cameron offered that the old ordinance had the terms expire January 1st, this ordinance extends the terms of the three members set to expire until March 1, 2023.

**13. DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2022-R-22
PLANNING COMMISSION APPOINTMENTS**

02:50:00

Cameron Platt clarified that with passing 2022-O-7 that this item was mute, and the council wouldn't be able to vote on the three planning commission terms until after March 1, 2023.

14. NEW BUSINESS

02:50:20

Elise Morgan asked that the council thought about the letter of support that Mike Maughan had requested regarding closing the parking along the highway and relocating those spots in the wildcat lot. John Byrne expressed his support of relocating the spots and was encourage by Mike Maughan's willingness to consider some baseline count of parking spaces for cabin owners. Mayor Bourke said they would draft a letter that would be shared with council members to see what they thought. Sheridan Davis said she appreciated that John Byrne was asking for that from the ski area but she would want to see it more firmly flushed out. She challenges that there were 90 spots that should be relocated to the wildcat lot. Elise Morgan said we should support this and commented it was a straight up trade and the forest service wouldn't allow the creation of new spots.

Mayor Bourke asked for the count of parking spaces from the top of the wildcat ramp to the DPH. Mike Morey reported that it was a dynamic space, and that their count was 37. If the Town included the ad hoc roadside spaces down by the Peruvian Lodge, then the number gets closer to the 90 that Mike Maughan has presented.

Mike Maughan mentioned that on Monday the essential employee pass system failed and all the lodges and the ski area struggled to get employees to work before 11am. The staging at the mouth prohibited employees with these passes from getting to the Y where they could show their pass and queue up. The ski area, Mike Morey, Sandy City, and Unified police are meeting next week to discuss.

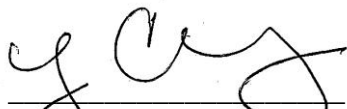
15. **MOTION TO ADJOURN**

03:00:20

MOTION: John Byrne motioned to adjourn, and Elise Morgan seconded.

VOTE: All in favor. The meeting was adjourned.

Passed this 11th day of January, 2023



Jen Clancy, Town Clerk