PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
AUGUST 28, 2003

Present: Mayor Dana Williams; Council members Peg Bodell, Kay Calvert, and Candace Erickson

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Jerry Gibbs, Public Works Director; Alison Butz, Special Events and Facilities Manager; Linda Tillson, Library Director; Craig Sanchez, Director of Golf; Aziz Kurdi, Technical and Customer Services Manager; Michelle Barrus, Special Events and Facilities Coordinator; Colin Hilton, Economic Development Director; and Ken Fisher, Recreation Manager

Historical Society & Museum representatives: Phyllis Hockett, consultant; Sandra Morrison, Executive Director; Cindy Matsumoto, Co-President; and John Plunkett, Museum Expansion Committee Chair

Phyllis Robinson, affordable housing consultant; Ginger Tollman, Mountainlands Community Housing Trust; and Dave Stahle, Chairman of Recreation Advisory Board (RAB)

Absent: Council members Jim Hier and Fred Jones

1. **Council questions and comments**. Mayor Williams reported that the Snyderville Basin Planning Commission approved the plat for the piece of ground proposed for the ice facility and commented on the mobile data terminal demonstration, hosted by the City and held earlier today. He felt KPCW did a great job during the power outage yesterday and reported that the McPolin Farm has been listed on the National Historic Registrar. Ms. Bodell added that the demonstration was well attended, including representatives from around the state. The skateboard competition last weekend was a great family event. Kay Calvert stated that she received a complaint about polluting emissions from landscaping blowers; the City Manager will follow-up. She commented on the quality of the Jazz Festival.

2. **Council goals overview:**

Tom Bakaly explained that Council asked that review of goals occur quarterly and he referred to the status report in the meeting packet. He invited questions on goals not specifically identified on the agenda. In response to a question from Peg Bodell about police oversight and a shared regional dispatch service, Chief Lloyd Evans explained that a police/community partnership discussion is scheduled for work session on September 25. He added that he met with Wasatch County, Heber City, and Summit County to gather information on an assessment of a joint dispatch center. This data will be presented to the inter-agency group next month.

Candace Erickson commented on the success of the watering system installed at her home with advice from the Water Department. He lawn is greener and her water bills have decreased 5,000 gallons the past two months. Jerry Gibbs explained that the department is monitoring other locations on this system and 90% of the installations are using less water. There has been a dramatic decrease in water consumption from 1995 to 2003, despite growth, and staff believes a major contributor is conservation practices for City facilities.

Peg Bodell felt that on-going communications with citizens is not addressed, although Goal 8 is described as open and responsive government. Members concurred it should stand alone and be inserted as Goal 7. Kay Calvert and Peg Bodell volunteered to serve as liaisons on this task.

Historical Society lease. Alison Butz explained that the Historical Society requested a 99 year lease for the current space occupied at 528 Main Street. Utilities and insurance of the collection will be paid by the City until January 2008. The rent is $1 annually and the value of the space would be reflected in the public service contract, which includes performance criteria. Time lines for fund-raising, education plan, etc., are identified and compliance reports are required in January and July. Breach of the service contract reverts the lease to 10 years from the date that the special service contract is terminated. The lease also addresses the ability to expand as additional space becomes available in the building; existing leases are not being terminated. Occupation of additional space will be an addendum to the lease, and at that time, the special service agreement would be amended.

Cindy Matsumoto explained that the expansion plan has been in the works for two years. She pointed out that about 80% of their artifacts are in storage; there isn't adequate space for a whole class to attend an educational session; and there are 60,000 to 80,000 visitors annually. It is a good museum but there is the potential of being a great museum and she acknowledged the City's assistance in funding a full-time directorship. Sandra Morrison explained that they hired consultant Phyllis Hockett to create a strategic plan with staff and volunteers. The plan identified opportunities to expand service to the community by bringing in nationally renowned traveling exhibits and hosting student exhibits as a part of revitalizing educational programs. Another goal is to achieve better public access to archives through the Library.

Ms. Hockett stated that she was brought in about a year ago to analyze community support and to conduct a fund-raising feasibility study. It was discovered that there is overwhelming support and financial commitment to move forward with a capital campaign to support the project and enlist a partnership with the City. John Plunkett explained that he and his wife, Barbara, have worked on museum projects in New York and Europe and are pleased to serve on this steering committee. The goal is to transform the museum into a special attraction, telling our story from the beginnings of the American

West to the Olympics. Currently, the Museum is not very visible on Main Street. The plan is to provide a greater civic presence on Main Street and on Swede Alley to welcome visitors from the transit center, and to make the Museum a *must-see-experience*.

Ms. Butz pointed out that the expansion plan and business plan are exhibits to the service contract. All of the tenants in the building are aware of the proposal and have received a response from Sally Elliott, Utah Escapades, who is in support of the Museum plan but has concerns about the status of her space in the kiosk. Ms. Butz stated that in speaking with Councilman Hier prior to the meeting, he had questions about the origin of the 10 year lease term reversion in the event of breach of the service contract. Additionally, Council member Jones indicated his preference of a 20 year lease with renewals, as opposed to a 99 year lease. The Mayor expressed concern about better defining a first right of refusal so there are no disputes. The City Attorney explained that the language in Section 4 is not a first right of refusal in a standard sense. It will be first offered to the Historical Society, and if the sale does not proceed, the process is open. Candace Erickson stated that she could not foresee ever selling the building, and emphasized that the value of tenant improvements need to be considered. Peg Bodell felt it could happen, but didn't think the sale of the building should be addressed at this time.

There was direction to remove the section on janitorial services as it did not apply. Kay Calvert congratulated the group on the professional presentation of the plan. In response to a concern expressed by the Mayor about meeting the lease requirement of raising $2 million in two years, Ms. Hockett explained that they are very confident with the results of the feasibility study. She believes the $2 million goal is conservative and explained that donations are often pledged dollars. Peg Bodell asked for clarification for the basis for a 99 year lease. Phyllis Hockett responded that the study revealed that patrons were unwilling to financially support a project with a short-term lease. It is also a statement from the City that the Museum is an important cultural resource and a partner in this venture. Alison Butz advised that she will return to Council on September 11 for action. The next draft will reflect the removal of the janitorial and sales provisions.

Board standardization. Linda Tillson explained that this presentation is a follow-up to a work session held last month. The group was asked to explore incentives for advisory boards and has suggested $1,000 per year for education and training and that the members of RAB receive a punch-card for programs at the Racquet Club. She emphasized that the Library Board would like to continue to be involved in the interview process and referred to a letter in the meeting packet. The committee is recommending a representative of the Library Board being involved in Council's interviews. Peg Bodell believed that having a member present would be valuable and supported the educational element. Boards may also be helpful in formulating Council goals and should attend City Council meetings. There was discussion about the updated application form. The Mayor requested comments on the presentation. Craig Sanchez clarified that the Library Board feels strongly about continuing to interview candidates as it works very well now. Kay Calvert felt that the Library Board is unique as it is regulated by the state, and has no problem with the way it's operating now. Candace Erickson agreed and relayed that Board members have valuable insights about specific needs of the Library. Peg Bodell countered that it is the responsibility of boards to solicit applications and bring good candidates to Council, but the *buck stops here* and it is the Council's responsibility to make appointments. We've been lucky with the Library Board in the past but we need to be consistent with the interview process for all boards. In response to a question from Kay Calvert about the impact of this change, Ms. Tillson explained that the current interview procedure is an in-depth process where Board members look for certain qualifications and interests that are needed. Peg Bodell asked if the Council could accomplish this. Ms. Tillson responded that she didn't know; the Board members have a lot of expertise about the operation of libraries. Ms. Bodell suggested that a representative of the Board could answer questions for Council during interviews. Kay Calvert pointed out that the Library Board interviews are extensive and Council only conducts 15 minute interviews. Ms. Erickson agreed and added that the Library Board interviews could take up to 45 minutes to an hour. Council member Calvert suggested that the Board interview candidates and Council conduct the final interviews. The Board likely does a better job because Council doesn't have the time and Peg Bodell stated that the Council needs to do a better job. Candace Erickson again pointed out that as liaison to several boards, the Library Board is different and members have a high level of commitment. Ms. Bodell stated that she didn't think she has a problem with the Board interviewing first and making recommendations.

The Mayor didn't feel there has to be a cap on the educational allotment and expressed that elected officials should be responsible for appointments, however there can be some participation in the interviews by the Library Board. There should be more discussion on this and perhaps a separate meeting with the Board would be helpful. Candace Erickson agreed that there shouldn't be a limit on training, if needed, and supported the punch-card recommendation. She suggested that the Library Board help Council with meaningful questions and also participate by asking questions of candidates. It's onerous to ask applicants to go through a process twice. Kay Calvert added that it would be helpful for all boards to make recommendations, because Council members will never have enough information on the needs and chemistry of the group. Council decisions could affect the dynamics of a well-working board and this would make the process consistent. Peg Bodell pointed out that it may be awkward for reappointments and Kay Calvert added that she is reluctant to make blind assessments when there is a group working toward a vision. Ms. Bodell disagreed. There was discussion about including board members in closed session deliberations, which the City Attorney didn't recommend. He explained that with City hires, there is an interview committee process. The Mayor suggested holding a joint meeting with the associated board for interviews and Mark Harrington explained that a joint meeting should be held prior to the interview process to assess needs. Incumbents and new applicants should be treated the same. Peg Bodell stated that the Library Board may be over-sensitive to this issue as there may be real advantages to having the Council interview candidates. If a niche needs to be filled, it should be identified in advertising the vacancies like the Historic Preservation Board. It's important to be consistent. Tom Bakaly suggested that input from boards be invited, but not required. Kay Calvert reiterated that she didn't feel that Council has the knowledge to make decisions that could potentially hurt a well-working board. Craig Sanchez commented that the void could be filled with more staff involvement in the process and Peg Bodell agreed.

Linda Tillson understood direction to be that she and a representative of the Library Board would be involved in the interview process with Council. She asked what their role would be in the decision process. Kay Calvert asked the City Attorney for advice. Mark Harrington explained that the Code states that the Mayor makes appointments with the advice and consent of the Council. This mandate is already extended and he warned against third-party participation in closed sessions; there should be separation of Council's collective deliberations and the process. The Mayor stated that having a representative from a board and a staff person could be the process for all board appointments. There was discussion about Council getting back to staff by way of e-mail on the application form and supplemental questionnaire concept. Peg Bodell pointed out the importance of all departments passing on information to the Human Resources Department to maintain a data base on volunteers and applicants.

Affordable housing strategies. Tom Bakaly explained that Phyllis Robinson has been a resource over the years and helping Aziz Kurdi *get up to speed.* Ms. Robinson explained that she has been asked to update affordable housing policies and plans and building on Bob Stephens December's presentation and the Council's visioning session. There are many ways to address housing issues in this community and rather than making a choice, she recommended including all options and resources. For seven or eight years, Mountainlands has been conducting an affordable housing update identifying the cost burdens of working and living in Park City. People choose to live here for a number of reasons, but it is becoming more expensive. She warned against creating bifurcated economies; there are housing opportunities for low income and upper income households, but not a lot in between. She took a look over the past month on the costs of housing, economic and demographic trends, resources from a planning and land use perspective, project obligations for housing, and creating housing rather than collecting in-lieu-of fees. She felt that Park City is in a good position to affect positive change for housing, unlike many communities. It has been a priority of the City for developers to build housing rather than pay in-lieu-of fees. The Flagstaff Development Agreement, for instance, requires 25% housing on-site, leaving a question about where the remaining 75% goes, i.e., City limits, School District boundaries.

In-lieu-of fees, the Housing Element in the General Plan, updates to the Land Management Code, and the availability of the Housing Authority are all resources. Ms. Robinson felt this should be the focus rather than the challenges which can be overcome if we think differently about housing. There isn't a lot of land available within the City and there is a fair number of residents paying a lot of money for housing which affects their ability to more fully participate in the community. She pointed out that there is existing aging housing stock in the community and there is the ability from the supply side to provide incentives to upgrade the housing stock in exchange for affordability concessions, similar to fee waiver programs. The City could purchase these units and resell them. There is also the potential to *open doors* with unconventional approaches not available to other cities, because of our relationship both on the state and federal levels and our status as a world class resort community. The City has been in the housing business in various ways for a long time; the Housing Authority was established 30 years ago. Established policies facilitate solid decisions when presented with development projects or housing proposals. These priorities need to be updated and regularly re-evaluated and she referred to the resolution adopted in 1994 which resulted in new programs and projects. Leveraging resources suggests a different course of action than expanding home ownership.

Ms. Bodell indicated that the Mayor will be visiting Washington, D.C. shortly and asked if there is some lobbying he can do with our congressional delegation with regard to housing. Ms. Robinson noted that as a part of the meeting with Fannie Mae in May in D.C., these discussions occurred and there should be some follow-up. It is recognized on the national level that housing is an important economic development tool. We have the ability to model how other resort and destination communities across the country can address housing issues. This is important and could possibly lay the groundwork for earmarked special purpose money. Candace Erickson understood there has been a change in trend of long-term rentals at the Powderwood Apartments. She applauded Deer Valley Resort for providing seasonal housing and hoped other large employers would follow its example. She added that opportunities to rent seem available while purchasing property is a challenge for residents. Phyllis Robinson responded that Ginger Tollman from Mountainlands Community Housing Trust can comment on trends, but relayed that extended bus service has provided more housing choices. People are also looking for housing earlier before the ski season and Ms. Tollman agreed. There is also more rental stock which is probably the reason why Powderwood has seen a change in renters who now have a better bargaining chip.

Ms. Robinson commented that as Park City develops as a four-season community, there is more work available in the off-seasons. Year-round residency attracts a different tenant and there are seasonal workers competing with families for the same three bedroom units, for instance. Ms. Tollman pointed out that in many instances the rent for this type of housing is out-of-reach for a family. Peg Bodell suggested that the City partner with Mountainlands in an evaluation to assess this need. Ms. Robinson felt this would be effective; there have been some great surveys conducted by other communities. A survey could be informally performed; it doesn't have to be statistical but rather a mechanism for input. Ms. Bodell pointed out that there is a growing element in the community who are down-sizing because of economics and Ms. Robinson agreed that there are also individuals reluctant to purchase because of economic uncertainties.

Ms. Robinson reiterated the concept of the City providing concessions in exchange for rehabilitation projects. This could be a less contentious review process for rehabilitation applications. There will be a housing discussion with regard to development agreements with the inter-agency group, including the location of housing. The Mayor supported the recommendations in the staff report and felt the City should be moving ahead on them. Candace Erickson advised that the Utah League of Cities and Towns will be holding a session on housing authorities. Peg Bodell felt this topic has not been addressed recently because of staff changes, and that it should again become a priority. The Mayor expressed his gratitude to Ms. Robinson for her efforts on rehabilitating the Holiday Village Apartments. There was Council consensus to move ahead with the plan, as outlined in the staff report.

Arts CIP policy. The Mayor announced that there has been a request to continue this discussion when all members are in attendance. Michelle Barrus encouraged the Council to again review the staff report which will be scheduled on the September 25 agenda.

Economic development. The Mayor left the work session at this point. Colin Hilton advised that he met earlier with Council members Hier and Jones on his staff report. This presentation is for informational purposes and to solicit input for Council's vision. In May, staff reported on the findings of the economic development task force, comprised of six subcommittees who arrived at 70 to 80 ideas which need to be narrowed down and prioritized. Since that meeting and looking at other communities' plans, he felt formulating a vision statement and prioritizing goals is critical, much like the development of City-wide goals. He referred to his staff report outlining projects, strategies and action steps. There are also written economic development plans from other cities included.

Elements of successful economic development plans include being clearly outlined, executed by effective leadership, conducting a public process and participation for buy-in, updating the plan, publishing and targeting goals and success measures, choosing critical strategies to meet goals, and focusing on no more than three major projects in a one to two year period. Having a written strategic plan is useful in reviewing new proposals or attracting new businesses. He encouraged Council to set goals and priorities over the next few weeks and explained that he gathered information from reports and studies conducted over the past ten years and crafted a draft.

Mr. Hilton read his vision statement, *to provide long-term economic health for the greater Park City region through a proper balance of tourism initiatives and quality of life desires for those that live in and visit the area. As a guiding principle, all economic development initiatives will consistently strive to sustain a vibrant multi-seasonal* *destination resort community.* He referred to goals which need discussion, specifically Goal 2, *lengthening the tourism season to eight busy months a year.* Some members may want to see a year-round goal. Kay Calvert pointed out that the impacts of special events on residents need to be carefully considered and Colin Hilton agreed that there needs to be a balance with quality of life issues. Another stated goal of *proactively targeting business sectors that will fill voids left by departing companies or for smart redevelopment reasons,* is a shift from the past where actions have been more reactive. An example would be the City's involvement in attracting appropriate businesses to fill vacant space in the Main Street Mall and relates to Council's review of the mix of businesses on Main Street. The mix could be legislated by ordinance, but Mr. Hilton recommended the City facilitate rather than regulate. Candace Erickson stated that the City would be *walking a fine line* in regulating private businesses and preferred the City offering incentives. Peg Bodell agreed, but felt we need to be proactive as a facilitator in filling gaps and Colin Hilton added that the common theme is arriving at more attractions for visitors and residents. Ms. Erickson clarified her concern in subsidizing business owners. There was discussion about the Chamber disbursing information to interested businesses and streamlining the process with City stated goals. Peg Bodell felt that current businesses need to be assessed before competing businesses are solicited and Mr. Hilton relayed that he will formulate a format for members to prioritize goals.

Colin Hilton anticipated that his role would be to work with a group of stakeholders in the community and return to Council at least twice a year to report on strategies and projects to make sure they comply with Council's vision. Prioritizing goals would be reviewed again on a two year cycle in tandem with the City budget and change of Council members. Kay Calvert pointed out that the economic development plan should be a working document to avoid producing studies which are never implemented. Peg Bodell suggested that a facilitator may be needed because of the number of ideas which have merit. Council member Erickson referred to strategies that support each other and supported focusing on a manageable number of projects. Mr. Hilton relayed that both Council members Hier and Jones favored a ranking system. There was discussion about the meaning of *passive* or *active* cultural attractions and Mr. Hilton stated that a working document will be circulated to members within two weeks; he invited members to meet with him in the meantime.

Recreation Advisory Board update. Ken Fisher explained that after meeting with Council in July, RAB was asked to form four committees which was accomplished at its August meeting: City Park master plan, BMX track, neighborhood parks, and youth issues. With regard to youth issues, the group will be reviewing the distribution of youth grant funds. Criteria will be formulated to develop neighborhood parks and park uses supported by the residents. An inventory of existing parks and City-owned parcels will also be developed. The committee working on the City Park master plan will recommend alternatives with a focus on the property north of the skate park where the basketball court was originally planned and the areas behind 7-11 and the Snow Country Condominiums. This will also be presented to the Planning Commission. Possible locations for a BMX track will be reviewed. Other projects for RAB include reviewing the roles of Friends groups and recommendations relating to conservation easements. Tom Bakaly explained that active Friends groups include the Library and Farm, and are identified as resources to staff and there was a question whether there should be a liaison from RAB. At the August meeting, Mr. Fisher stated that there was discussion about forming additional committees if supported by Council.

There was also a suggestion to broaden the scope of the BMX committee to explore the development of a mountain bike skills course which could tie into an economic development goal. Chairman Dave Stahle explained that Joe Kernan suggested the idea of a bike park which was a concept he has also been thinking about. He believes that BMX and mountain biking share many of the same features. He relayed that the idea is supported by RAB and suggested building a temporary park in the meantime, much like the development of the skate park. There could be a series of trails and short tracks where spectators could view an entire competition. There was discussion about mountain biking already being an established activity in Park City and Council support to evaluate possibilities. Candace Erickson warned about developing too grand of a plan which may not be realistic, resulting in not building a BMX track. A location should be identified. She acknowledged the need and felt that our kids are a great resource for input. Dave Stahle suggested that this could be a phased approach and could be considered as a part of a regional recreation master plan. Peg Bodell supported looking at both BMX and a mountain bike course.

With regard to the formation of committees, Kay Calvert felt it important to look at the maintenance of the Racquet Club and Mr. Stahle agreed that there are a myriad of topics that the prior board covered. Peg Bodell encouraged the board to present new ideas to Council, including a vision for the Racquet Club. Dave Stahle stated that conservation easements will be reviewed at the next meeting and advised that member Kris Beer will be moving out of town, and a replacement will need to be appointed in the next few months. It was confirmed that Candace Erickson will continue to serve as liaison to RAB until January and support to expand the review of the BMX concept.

Olympic legacies. Alison Butz explained there is a freestyle world cup at Deer Valley, and an anniversary event hosted by Park City Mountain Resort scheduled after the Sundance Film Festival. She suggested programming these events to enhance each other to attract the same demographic. A meeting is scheduled on the Olympic legacy entry way project and Ms. Butz explained the Chamber's involvement with the Olympic anniversary celebration. In response to a question from Kay Calvert, she responded that she doesn't have the details on the scope of its budget.

Historic Preservation Board interview. Mayor Pro Tem Erickson, and Council members Bodell and Calvert then interviewed applicant Ken Martz who was not available to be interviewed with the other candidates at a previous work session.

Prepared by Janet M. Scott, City Recorder

DATE: August 28, 2003
DEPARTMENT: Facilities and Special Events
AUTHOR: Alison Butz
TITLE: Historical Society Lease
TYPE OF ITEM: Administrative - Lease Authorization

SUMMARY RECOMMENDATIONS: Review the lease and special service contract, and provide informational input for the lease for space within the Old City Hall Building located at 528 Main Street, to the Park City Historical Society. Staff will return to Council for formal approval of the lease on September 11, 2003.

I. TOPIC

Review the draft lease and special service contract for the rental of space within the Old City Hall Building to the Park City Historical Society.

II. BACKGROUND

In March, Staff approached the Council with a ten-year lease for the Park City Historical Society. The lease would include the use of the existing areas occupied by the Society. The Society requested a longer-term lease of 99 years. At that time Council requested additional information on the issue as well as discussion in order to further determine the ability to proceed with a longer lease term.

The Historical Society has been working on a long-term plan that would not only increase their presence in the community, but also to increase private funding. As a part of this long-term plan the Historical Society wants to expand museum operations in the building and take up the other tenant areas in the building, as their own. The first step to assist the museum with their plan is for Council to execute a long-term lease for their existing space and a commitment for transition into the other tenant spaces as they become available.

Existing Leases in the Building
2nd Floor - Strachan & Strachan Law Offices – Expires 12/31/03
Basement - DABC – Expires 12/31/07
First Floor – Jans – Expires 09/30/05
Adjacent Building - ABC Reservations/Utah Escapades – Expires 07/31/05

Through previous discussions of the extended lease, Council requested that milestones be set for the Historical Society to ensure that they are meeting capital fundraising goals and are expanding programs and exhibits to need the expansion of space. These milestones are outlined within a Special Service Contract, Exhibit B, for the reduction of rent for the space.

III. ANALYSIS

The attached lease outlines the term of ninety-nine (99) years beginning September 1, 2003. With the lease term the Council has also requested formal updates from the Historical Society on a semi-annual basis. These updates are outlined within the Special Service Contract associated with the lease. The Historical Society will maintain their Special Service Contract for services provided to the community, which is through FY 2005. Since the Historical Society provides the community with services the rent due each year is one dollar ($1.00). The City, in Rent Contributions, annually gives a subsidy of approximately $17,919 to the Historical Society. The amount of $17,919 is the cost the City determines by the amount paid into the MBA account, which was used to upgrade this building.

While the lease outlines the Historical Society's ability to expand into the other tenant spaces as they become available, the City Council would still need to review and approve a lease addendum when the space is added into the lease.

The renewal of the lease would meet Council's goal of economic development and cultural tourism by preserving and expanding the museum's role on Main Street.

The Historical Society has also requested a section be added to the lease allowing the Historical Society First Right of Refusal to purchase the building if the City ever wished to sell. With any sale of significant City property, the Municipal Code requires that a public hearing be held on the disposition of property. At this time Staff has not added that option to the lease.

SIGNIFICANT IMPACTS

The proposed lease for 99 years binds future Councils in leasing the building to the Historical Society. This would prevent future municipal use of the building until the lease expired or until the Historical Society terminated the lease.

The Lease of the Building, with the proposed Special Service Contract, would prevent the City from collecting rent on the existing museum space or other spaces. The overall forgone annual rent of the building compared to the rent received today is $49,524.20. Also included within the rent are expenses for utilities and insurance. The Historical Society does propose, within the Museum expansion plan, to take over the payment of the utilities for their rented space, and insurance for the collection, as of January 1, 2008. Please refer to Exhibit B - Special Service Contract - Museum Expansion Program, page xiii. All discussions regarding the Special Service Contract and the City's contribution contemplated forgone rent. No capital improvement costs, from the City, will be contributed for the improvement of the building.

Issues for Discussion

- Are the terms of the lease and special service contract consistent with what Council envisioned for the Historical Society?
- Is the Council interested in adding a First Right of Refusal to purchase the building, if the City was ever willing to sell?

RECOMMENDATION:

Review and the lease and special service contract, and provide informational input on the lease for space within the Old City Hall Building located at 528 Main Street, to the Park City Historical Society. Staff will return to Council for formal approval of the lease on September 11, 2003.

EXHIBITS:

Exhibit A - Draft of Lease
Exhibit B – Special Service Contract for Lease
- Museum Expansion Plan
- Timeline

Exhibit C – Special Service Contract

See seprate cover for other exhibits

Park City Historical Society
Park City Municipal Corporation

THIS AGREEMENT is made by and between Park City Municipal Corporation, a municipal corporation and political subdivision of the state of Utah (hereinafter referred to as "Landlord") and The Park City Historical Society, Inc., a Utah non-profit corporation hereinafter referred to as "Tenant") to set forth the terms and conditions under which Park City will lease space at 528 Main Street. The parties agree as follows:

1. Property. The property leased is located in the Old City Hall Building having a street address of 528 Main Street, Park City, Utah. The leased premises consists of the basement, first floor, and one office area on the upper floor as more specifically depicted on the floor plans attached hereto and incorporated herein as Exhibit A. An additional area is leased in the Library and Education Center having a street address of 1255 Park Avenue, Park City, Utah. The lease premises consist of Room 220 in the Library.

2. Term. The Lease term, for space in the Old City Hall Building, shall be for 99 years beginning September 1, 2003, and continuing until August 31, 2102 unless sooner terminated under the provisions of this Agreement or by joint agreement of the parties. If the Special Service Contract, which outlines fundraising, program and exhibit goals, is terminated pursuant to the terms of the Special Service Contract Policy in the Park City Municipal Corporation Annual Budget, Policies and Objectives - General Budget Policies, the lease shall be terminated ten (10) years from the date the Special Service Contract is terminated.

   The Lease term for Room 220 in the Library shall be for 10 years beginning September 1, 2003 and continuing until August 31, 2013 unless sooner terminated under the provisions of this agreement or by joint agreement of the parties.

3. Rent. The rent for the space shall be Seventeen Thousand Nine Hundred and Nineteen Dollars per year for the space, together with the observance of the other covenants and conditions of the lease and the Special Service Contract between the parties dated 9/1/03. Payment of the rental fees may be waived subject to the annual approval of a Special Service Contract by the City Council of Park City. The Special Service Contract only approved forgone rent for the space, no capital improvement costs will be contributed for use of the space.

   If the Special Service Contract, which outlines fundraising, program and exhibit goals, is terminated pursuant to the terms of the Special Service Contract Policy in the Park City Municipal Corporation Annual Budget, Policies and Objectives- General Budget Policies, the rent shall be due and payable in twelve (12) monthly installments based on the annual rental fee of $17,919. The annual rent for the space shall increase 3% on July 1st of each year with the increase beginning on July 1, 2004. Rent payments shall be due by the first of the month.

4. Acquisition of Additional Building Space. If stated fundraising goals, as stated in Attachment B of the Special Service Contract, are met, additional space within the building at 528 Main Street will first be offered to Tenant at the time it becomes available for lease (upon the expiration of

leases currently encumbering other space within the building). Additional space and rent will be added to the lease through an addendum and the terms of the Special Service Contract shall be amended at the time an addendum is approved.

5. Tenant Improvements. The Tenant agrees to install, at its own expense, all specialized equipment and displays needed for the operation of its museum and future exhibitions, offices and other facilities it may require. This includes any additional partitioning, specialized or additional electrical and mechanical equipment, air conditioning, internal heating, and any other tenant improvements that are necessary for the Tenant's intended use of the space. Any tenant improvement items that can be removed at the end of the lease without causing substantial damage to the remaining walls, ceilings, or other finishes may be removed by the Tenant at the termination or expiration of the lease. All work done by the Tenant must comply with the applicable building codes, and more particularly with the Historic District Guidelines for this structure.

6. Utility Service. Landlord shall be responsible for light and heating of the space, as those services are tied into the central mechanical system of the building. Landlord will also provide water and sewer service for the leased space. Tenant will be responsible for any other utilities such as telephone and cable television and shall establish an account with each of these utilities in its own name. As of January 1, 2008, the Tenant shall be responsible for all utilities including light and heating of the space.

7. Janitorial Services. The Landlord will provide janitorial service for the space occupied by the Tenant Office on the upper level and for the Museum areas. The Tenant shall be responsible for cleaning and maintaining the exhibits and exhibit areas.

8. Insurance. The Landlord will carry insurance on the structure for casualty loss, and public liability that provides insurance against claims of persons injured in or about the building in amounts in excess of those required by state law. The Landlord policies will only extend to contents of Tenant's space, which is owned by the Tenant and/or the museum, and not to "loaned" exhibits of property, unless prior specific approval in writing is obtained from the Landlord and the property is itemized on the Landlord's policies. The Tenant shall require fully executed Release of Liability and Waivers or written acknowledgments by the owners that the Landlord and the museum do not insure the loaned property prior to including any borrowed or loaned property in the museum displays. In the event that it is determined by the museum and the Landlord that a display is of such value to the citizens of Park City that the loaned display should be insured by the Landlord's content policy, then the museum must obtain an accurate appraisal of the property value prior to the Landlord obtaining any coverage. The Tenant will not store or keep any product or equipment within the space that will, because of its nature, increase the risk of casualty losses to the overall building, or that will require additional premiums or specialty coverage. Landlord's insurance coverage on the contents of Tenant's space owned by Tenant and/or the museum is based on the most recent appraisal provided to the City by Tenant. Tenant is responsible to provide updated content appraisals to the City as necessary, and is solely liable for any loss and/or damage to contents beyond the limits of the City's insurance coverage of said contents.

9. Contribution. In making this lease, the Landlord is recognizing the unique community contribution of the Historical Society to Park City. This lease, subject to the Special Service Contract between the parties dated 9/1/03, as amended or renewed, is a form of grant in aid to Tenant, in lieu of cash donations from the Landlord. The parties acknowledge and agree that the City, through the Special Service Contract, makes a contribution to the Historical Society of leased space. It is the desire of the City Council to continue to support the Historical Society with such contributions of space, utilities, and insurance.

10. Covenant of Quiet Possession. Landlord covenants with Tenant that Landlord owns or controls the Premises and that Tenant's possession will not be disturbed by acts or omissions of the Landlord so long as Tenant faithfully performs the obligations of this Lease.

11. Maintenance. The Landlord shall be responsible for all structural maintenance of the Premises, including the roof, foundation, structural members, and exterior wall surfaces. Landlord shall be responsible for mechanical systems, which serve space as reasonably necessary to maintain the structure and to service common utility facilities. Exterior maintenance of the site and snow removal shall be Landlord's responsibility.

12. Assignment/Sublease. Unless approved in the sole discretion of Landlord, Tenant has no right to sublet or assign all or any portion of the leased space for any purpose whatsoever, including subleases or assignments to other non-profit organizations, or assignments for the benefit of creditors. Any attempt to sublet or assign shall cause this lease to immediately terminate. Tenant may hold private parties or otherwise charge for exclusive use of the leased space for such activities as filming, educational and fundraising so long as such rentals do not exceed twenty-four (24) hours, unless approved by the Landlord. If such rental occurs during a Master Festival, Tenant may only rent to the Master Festival License holder or its sponsors, unless approved by the Landlord in its sole discretion.

13. Force Majeure. This lease agreement shall automatically terminate upon any holding, interpretation, or determination by a Court, legislative, or administrative body, that bonds issued by Park City Corporation or the Municipal Building Authority will not qualify as tax exempt if the property is leased to a private entity or monies are received for so leasing, or that the MBA may not lease to a private entity, either under existing state and federal law regulation or future state and federal law regulation. In the event of termination pursuant to this paragraph, Tenant shall have six (6) months to vacate the premises, and the Landlord may, at its option, either eliminate or reduce rent from the date of termination until the date of vacation of the premises so as to not endanger its tax exempt status.

14. Tax Exempt Status. Tenant is a non-profit corporation under the Internal Revenue Code, and the subsidy by the Landlord is made only as long as the non-profit, tax-exempt status remains. In the event Tenant loses it tax-exempt status, the Landlord shall have the option of terminating the lease, or increasing the rental to the fair market value of the space occupied by Tenant on the date that the tax exemption was revoked. Tenant will provide its annual report and, upon request, audit to the Landlord each year.

15. Increased Insurance Risk. Tenant will not permit said premises to be used for any purpose which would render the fire insurance on the building or the premises void or cause cancellation thereof or increase the insurance risk or increase the insurance premium in effect at the time of the terms of this Lease. Tenant will not keep, use or sell, or allow to be kept, used or sold in or about the Premises any article or materials which are prohibited by law or by standard fire insurance policies of the kind customarily in force with respect to the Premises of the same general type as those covered by this Agreement.

16. Care and Repair of Premises by Tenant. Tenant will inspect and accept the Premises for the purposes of this agreement prior to taking occupancy. Tenant will not commit any waste on Premises nor shall it use or permit the use of the Premises in violation of any state law or county or municipal ordinance or regulation applicable thereto. Tenant may, with the prior written consent of the Landlord, but at its own cost and expense, in a good workmanlike manner, make such alterations and repairs to the leased space as Tenant may require for the conduct of its business. If the Tenant, with the prior written consent of the Landlord, plans to materially alter the basic character of the building the Tenant must comply with all City codes. Any permanent alterations or improvements to the Premises shall become the property of the Landlord upon expiration or termination of this Lease unless specifically exempted in writing prior to commencing work.

17. Damage or Destruction. If the Premises or any part thereof shall be damaged or destroyed by fire or other casualty, Landlord shall promptly repair all such damage and restore the premises without expense to the Tenant subject to delays due to adjustment in insurance claims, strikes and other causes beyond the Landlord's control. If such damage or destruction shall render the Premises uninhabitable in whole or in part, the rent shall be abated wholly or proportionately until the damage shall be repaired and the premises restored. If the damage or destruction shall be of which may require removal of Tenant's operations from the Premises, either Landlord or Tenant may elect to terminate this lease by written notice to the other within thirty (30) days after the occurrence of such damage or destruction.

18. Surrender of Premise. Tenant agrees to surrender the Premises at the expiration or sooner termination of this Agreement or any extension thereof in the same condition or as altered pursuant to the provisions of this Agreement. Ordinary wear, tear and damage by the elements or other acts of God excepted.

19. Indemnity. Tenant covenants and agrees to indemnify and hold Landlord harmless from all claims, loss damage, injury or liability (hereafter "liability") resulting from Tenant's use and occupancy of the leased premises to the full extent provided in the Utah Governmental Immunity Act, including reasonable attorney's fees, but excluding any liability resulting from acts or omissions of Landlord, its officers, employees or agents. Nothing herein shall be construed as a waiver of any of the rights or defenses under the Utah Governmental Immunity Act (Utah Code Ann. ' 63-30-1, et seq.). The obligations hereunder shall be determined under principles of tort law including, but not limited to, the Governmental Immunity Act.

Landlord will indemnify and hold Tenant and its employees harmless to the full extent provided in the Utah Governmental Immunity Act, and limited by Paragraph 15 of this lease, from claims, loss, damage, injury, or liability resulting from Landlord's use and occupancy of the leased premises or from the conduct of City's operations; including, but not limited to, Landlord's negligence or intentional acts. Nothing herein shall be construed as a waiver of any of the rights or defenses under the Utah Governmental Immunity Act (Utah Code Ann. ' 63-30-1, et seq.)

20. Default/Termination. If the Landlord determines that Tenant is in default of the observance of any of the covenants of this Agreement or other significant cause determined by City Council, it shall give Tenant notice of the alleged default, and a reasonable period of time, not less than thirty (30) days nor more than sixty (60) days, in which to cure the default. If Tenant fails to cure the default, this lease shall terminate. Tenant will immediately become a Tenant at will of the Landlord, and the Landlord may demand possession of the space upon ten (10) days written notice, or, at the Landlord's option, the Landlord may increase the rental to the fair market value of the space until Tenant has vacated it, and state a date certain by which the space must be vacated.

21. Landlord Liable only for Negligence. Except where caused by Landlord's negligence, Landlord shall not be liable for any failure of water supply, natural gas supply or electrical supply; or for any injury or damage to persons or property caused by gasoline, oil, steam, gas or electricity; or hurricane, tornado, flood, wind or similar storms or disturbances; or water, rain or snow which may leak or flow from the street, sewer, gas mains or any subsurface area or from any part of the building or buildings or for an interference with light.

22. Nondiscrimination. Tenant agrees not to discriminate against anyone on the basis of race, color, national origin, age, religion, sex or handicap in its hiring practices, services or operation of its business hereunder.

23. Waiver of Covenants. It is agreed that the waiver of any of the covenants of this Lease Agreement by either party shall be limited to the particular instance and shall not be deemed to waive any other breaches of such covenant or any provisions herein.

24. Notice Provision. In recognition of the time it takes to move the museum and exhibits, the Landlord will give the Historical Society six (6) months notice of its intention to renew or not renew the lease at the expiration of its term. There is no option for renewal created by this lease, but as soon as the Landlord is reasonably able to determine that the Tenant space is no longer surplus to Landlord needs, it will give notice to Tenant that no future extension will be granted or offered, or that the terms of any future agreement will be substantially changed.

25. Entire Agreement. This agreement constitutes the entire and only agreement between parties and it cannot be altered or amended except by written instrument, signed by both parties.

DATED this 11th day of September 2003.

PARK CITY MUNICIPAL CORPORATION

____
Tom Bakaly, City Manager

Attest:

____
City Recorder

Approved as to Form:

____
City Attorney's Office

THE PARK CITY HISTORICAL SOCIETY, INC.

____
Cindy Matsumoto, Board President

ACKNOWLEDGMENT

STATE OF UTAH)
: ss.
COUNTY OF SUMMIT)

On this ______ day of September, 2003, personally appeared before me Cindy Matsumoto, who being duly sworn, did say that she is the Board President for The Park City Historical Society, inc., and acknowledged to me that the preceding Agreement was signed on behalf of said corporation, and she acknowledged that the company did execute the same for its stated purpose.

____
Notary Public

SPECIAL SERVICE CONTRACT
BETWEEN PARK CITY HISTORICAL SOCIETY AND
PARK CITY MUNICIPAL CORPORATION
FOR LEASE OF 528 MAIN STREET
FY 2003-2004 and FY 2004-2005

THIS AGREEMENT is made and entered into this 1st day of September, 2003, by and between **THE PARK CITY HISTORICAL SOCIETY, INC.** (hereinafter "Historical Society") and **PARK CITY MUNICIPAL CORPORATION** (hereinafter "City").

WITNESSETH:

WHEREAS, as part of the budget process, the City Council appropriates funds to contract with organizations offering services consistent with the needs and goals of the City; and

WHEREAS, organizations must meet certain criteria in order to be eligible for a special service contract – accountability and sustainability of organization, program need and specific City benefit, fiscal stability and other financial support, and fair market value of the service; and

WHEREAS, service providers are eligible to apply for a special service contract every biannual budget process and the City will award special service contracts through a competitive bid process administered by the Special Service Contract Subcommittee and City staff; and

WHEREAS, pursuant to Section 10-8-2(1)(e) of the Utah Code Annotated and after public hearing, the City Council authorizes the provision of City services/facilities herein to a non-profit entity, regardless of the consideration Park City receives in return; and

WHEREAS, pursuant to Sections 10-8-2 and 10-2-84 of the Utah Code Annotated, the City Council hereby finds that the provision of City funds herein is consistent with the Park City General Plan, and provides for the safety, health, prosperity, comfort, or convenience of the inhabitants of the City; and

WHEREAS, notwithstanding the recitals above, the City desires to provide grant funds to various non-profit organizations in exchange for services provided to the community equal in current fair market value to the City's contribution; and

WHEREAS, the City Council evaluated and approved the special service contract request by Historical Society, for rent contribution for the space at 528 Main Street.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth, the sufficiency of which is hereby acknowledged, that parties agree as follows:

ARTICLE I
TERM AND ALLOCATION

Historical Society shall have a special service contract with a term of two years and will be renewed unless significant changes are made in the Historical Society's, Park City Museum Expansion Program, Attachment A or lease term, for each year of their lease.

TOTAL rent contribution amount for FY 2004: $17,919.00
TOTAL rent contribution amount for FY 2005: $17,919.00

ARTICLE II
SERVICES TO THE COMMUNITY

In exchange for the City's contribution, Historical Society will benefit the residents and guests of Park City by providing the City with the following as outlined in the attached Historical Society Museum Expansion Program attached hereto and incorporated herein by reference as Attachment A:

- Information on Park City's history;
- Exhibitions of Park City history;
- Preserve Park City historic artifacts; and
- Educational programs

Both parties agree that the above services provided to the community represent a good faith exchange of current fair market value for the City's contribution.

ARTICLE III
PERFORMANCE REVIEW

Historical Society shall provide the City Council with a semi-annual report updating the Council on fundraising, program and exhibit goals met within the Historical Society Timeline, attached hereto and incorporated herein by reference as Attachment B. The City Council may terminate this Agreement upon finding that the Historical Society failed substantially to meet the schedule.

ARTICLE IV
HOLD HARMLESS/NO AGENCY

Historical Society agrees to defend, indemnify, and hold harmless City, its officers, agents, and employees from and against all losses and expenses, including costs and attorney's fees, resulting from any injury, including death, to any person or damages to property of others arising out of the acts or omissions of Historical Society in the performance of work under this agreement. Historical Society is an independent entity and nothing herein shall be construed to create any agency, nor employee relationship with the City.

ARTICLE V
DISSOLUTION

On dissolution of the organization or project, any remaining funds attributable to the City shall revert to the City. The permanent collection owned by the Historical Society shall be offered to the City prior to being disposed of to a third party.

ARTICLE VI
RECORD KEEPING/AUDIT

Historical Society agrees to keep accurate books and records of expenditures related to its operation. The City or its independent auditor reserves the right to conduct its own audit of books and records at reasonable times and places during ordinary business hours. If the special service contract money has not been used as agreed herein, the City shall be entitled to a full or partial refund of the special service contract money.

ARTICLE VII
AMENDMENT

This Agreement may be amended with the approval of the City Council and Historical Society. This Agreement may not be amended, except by an instrument in writing signed on behalf of each of the parties hereto.

ARTICLE VIII
EFFECTIVE DATE

The effective date of this Agreement is the date first written above.

PARK CITY MUNICIPAL CORPORATION

____
Thomas B. Bakaly, City Manager

Attest:

____
Janet M. Scott, City Recorder

Approved as to form:

____

Timothy C. Twardowski, Assistant City Attorney

PARK CITY HISTORICAL SOCIETY

____

Cindy Matsumoto, Board President

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this day of September, 2003, before me, the undersigned notary, Cindy Matsumoto personally appeared, personally known to me/proved to me through identification documents allowed by law, to be the person whose name is signed on the preceding or attached document, and acknowledged that she signed it voluntarily for its stated purpose as Board President for The Park City Historical Society, Inc., a non-profit corporation.

____

Notary Public

		2003				2004												2005								
		sep	oct	nov	dec	jan	feb	mar	apr	may	jun	jul	aug	sep	oct	nov	dec	jan	feb	mar	apr	may	jun	jul	aug	sep
	Update to City Council																									
1	Report submitted to the City																									
	Fundraising Goals																									
2	Pledged Amount					$500K						$500K						$500K						$500K		
	Exhibits/Programs																									
3	Interpretive/Education Plan																									
4	Cataloging of Collection																							50% complete		
5	Smithsonian Affiliate																									
6	Research Library																									
7	Docent Corps																									
	Building Design and Constuction																									
	Planning Dept Improvement Discussions																									
	Building Dept Submittal																									
	Commence Construction																									

1 Semi-Annual Report
The Museum will submit a report to the City updating the accomplishment of set goals.

2 Fundraising Goals
Attach Pledge Report to Semi-Annual report. Additional goals to be added in next Special Service Contract based on interpretive plan.

3 Interpretive/Education Plan
Planning of Professional exhibits, education programs and collection's care.

4 Cataloging of Collection
Database referencing the artifiact's description, size, condition, provenance with a digital image.

Attachment B

				2006												2007										
	oct	nov	dec	jan	feb	mar	apr	may	jun	jul	aug	sep	oct	nov	dec	jan	feb	mar	apr	may	jun	jul	aug	sep	oct	nov
Update to City Council																										
Report submitted to the City				■						■						■						■				
Fundraising Goals																										
Pledged Amount																										
Exhibits/Programs																										
Interpretive/Education Plan																										
Cataloging of Collection											75% complete															
Smithsonian Affiliate																[illegible]										
Research Library												[illegible]														
Docent Corps																[illegible]										
Building Design and Constuction																										
Planning Dept Improvement Discussions																										
Building Dept Submittal																										
Commence Construction																										

5 Smithsonian Affiliate
Named as an affiliate to display Smithsonian exhibits.

6 Research Library
Establishment of a public archive and history library.

7 Docent Corps
Training docents to provide education programs for the schools and community.

24

	2008						
	dec	jan	feb	mar	apr	may	jun
Update to City Council							
Report submitted to the City							
Fundraising Goals							
Pledged Amount							
Exhibits/Programs							
Interpretive/Education Plan							
Cataloging of Collection							
Smithsonian Affiliate							
Research Library							
Docent Corps							
Building Design and Constuction							
Planning Dept Improvement Discussions							
Building Dept Submittal							
Commence Construction							

Park City Goals & Targets for Action
QUARTERLY STATUS REPORT - 8/28/03

TOP PRIORITY

Goal 1 *Quality Water* (Erickson, Jones) **Develop and Prioritize New Water Options**

Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Rockport Pipeline Agreement Continue w/ Army Corp of Engineers for design, but construction w/ other organizations such as the Bureau of Reclamation.	Jones/Gibbs	1. Alignment Study 2. Review Alternatives for cooperation with county	09-03 10-03	Ongoing Pending
2. Water Conservation Strategy and Actions Develop Outreach Education/Task Force Plan	Erickson/ Gibbs	1. Water Conservation Task Force 2. Impact fee change adopted 3. User rates analysis complete 4. Conservation and Drought plans (4/15), council to approve on (6/12) 5. Develop Water Conservation education program 6. Install New Technlgy/Weather Trak (6/01/03) 7. Irrigation Conservation LMC changes	Monthly 03-06-03 04-15-03 06-12-03 09-03 Monthly 10-03	Ongoing Complete Complete Complete Ongoing Ongoing Pending
3. Water Treatment Plants	Erickson/ Gibbs	1. **Spiro:** Army Corp agreement in place 2. **Spiro: Ph 1:** plant upgrade/design 3. **Spiro: Ph 1:** Const. contract approved 4. **Spiro Ph 1:** Const. of Arsenic & Chlorin. 5. **Spiro Ph 2:** Design and construction of Wet Well Expansion 6. **Judge:** Retain professional services 7. **Judge:** Plant Siting 8. **Judge:** Plant Design 9. **Judge:** Plant Construction	10-02 08-03 8-21-03 03-04 04-05 12-02 09-03 03-04 04-05	Complete Complete Complete Pending Pending Complete Pending Ongoing Pending

3

Target for Action	Liaison	Actions	Target Date	Status
4. Other Water Solutions - Supply Options	Erickson/ Gibbs	1. JSSD- Year round connection 2. Summit Cooperation Discussions 3. Utah Water Discussions 4. Water Infrastructure- engineering & develop funding strategy	10-03 2003 2003 April-Fall 2003	Complete Ongoing On Hold Ongoing Ongoing
5. Water Funding Strategy	Jones/Gibbs	1. $100,000 for Spiro Tunnel - Army Corp. 2. Water revenue bond for water improvements; funded by water fees 3.$433,700 Appropriated for Judge 4. Rockport appropriation (design) $550K 5. Water User Rate Increase 6. Rockport Federal Construction Auth.	10-02 12-02 03-03 03-03 06-03 10-01-03	Complete Complete Complete Complete Complete Ongoing
Goal 2 *Preservation of Park City Character* (Jones, Hier)				
1. Old Town Improvement Study	Jones/Hilton	1. Phase I - Public Outreach 2. Phase II Summary Report 3. Paid Parking and parking assessment 4. Phase III project funding 6. Community Update on Old Town 5. Economic Development-Task Force **Next Steps:** 7. Downtown Enhancement Committee-Task Force set-up & Rec's Back to Council 8. Special Improvement District review 9. Upper Park Avenue 2004 Construction Plan Finalized	12-02 02-10-03 03-01-03 04-15-03 07-15-03 08-28-03 10-15-03 11-01-03 11-15-03	Complete Complete Complete Complete Complete Ongoing Ongoing Ongoing Ongoing

Target for Action	Liaison	Actions	Target Date	Status
2. Olympic Experience Legacy	Jones/Myles	1. Lights and tower 2. Cauldron 3. Banners 4. Mini-Towers 5. New Legacy Projects	12-20-02 12-02 1-03 10-03 12-03	Complete Complete Complete In Progress In Progress
3. Dog Owner Responsibility	Calvert/ Twombly	1. Fence around tot park in City Park 2. Recommendation for "Leash Free" trails 3. Coordinate with SBSRD re: trails	10-02 11-01-03 11-15-03	Complete Ongoing Ongoing
4. Racquet Club: Next Steps	Erickson/ Fisher	1. New Recreation Pool 2. New Recreation Advisory Board 3. New Roof on Racquet Club/Structural Integrity 4. Racquet Club Recreation Vision	05-01-03 07-17-03 09-01-03 10-01-03	Complete Complete Ongoing Ongoing
5. Neighborhood Parks	Erickson/ Twombly	1. New RAB sub-committee. Priorities: Criteria Creation, Public Input/recmds	11-15-03	Ongoing
Goal 3 *Effective Transportation and Parking System* (Jones, Hier)				
1. Traffic Calming Marketing Plan	Hier/Gibbs/ Evans/ Hilton	1. Policy implementation Traffic Calming 2. Evaluate cut-through traffic/Prospector 3. Traffic Calming Brochure and Guide 4. Meadows Drive Neighborhood Study Area, Review 1st Phase Progress 5. Median Design & Installation for Holiday Ranch Road 6. Define & enhance enforcement program 7. Lower Park Ave./Woodside Study Area Phase I Phase II	08/02 01-15-03 06-03 10-1-03 10-15-03 11-15-03 09-15-03 08-04	Complete Complete Complete Ongoing Pending Ongoing Ongoing Ongoing

Target for Action	Liaison	Actions	Target Date	Status
2. Regional Transportation	Hier/Cashel	1. Short range transit plan update 2. Enhance Transit Marketing 3. Bus Maintenance Facility- Conceptual 4. Study expansion to County 5. Year-round Bus Service To Kimball and Canyons operating through 12/31/03	10-15-03 10-15-03 10-15-03 10-15-03 12-31-03	Ongoing Ongoing Ongoing Ongoing Operating
Goal 4 *World Class, Multi-Seasonal Resort Community* (Hier, Calvert)				
1. Ice Rink	Erickson/ Hilton	1. Interlocal agreement with SBSRD for construction and operation of ice facility 2. Selection of Owners Rep., RFP Process for Design	10-31-03 12-03	Pending Ongoing
2. Destination Resort	Hier, Jones/ Rademan	1. Needs assessment combined with economic development	09-01-03	Ongoing
3. Support for Arts: Direction	Bodell/ Barrus	1. Initial Council Policy Discussion 2. Ordinance re: art in public places revsd 3. Arts Council Proposal for Contract for Service 4. Arts Policy statement Review	12-02 04-03 05-03 08-28-03	Complete Complete Complete Ongoing
4. Community Amenities and Events: Evaluation, Future Direction	Hier/Butz	1. New Summer Event (Triple Crown) 2. Special Events Economic Development	7-03 Ongoing	Complete Ongoing
5. Trailhead Development Plan	Hier/ Twombly	1. Trails Master Plan 2. Trailhead parking Phase I-G Trails Phase II	03-27-03 06-30-03 06-30-04	Complete Complete Ongoing
6. Economic Development: Policy & Mgr	Calvert/ Hilton & Jon W.	1. Economic Development Plan Recmds/Review of Task Force Findings 2. Hired Econ. Development Director 3. Review of Prioritization of Task Force Strategies & Action Steps	07-31-03 07-03 08-21-03	Complete Complete Ongoing

6

Goal 5 ***More Open Space and Usable Trails*** (Hier, Erickson)				
Target for Action	**Liaison**	**Actions**	**Target Date**	**Status**
1. Ongoing Open Space Acquisition	Hier/ Rademan	1. COSAC Task Force Appointed 2. First Meeting 3. Explore open space land purchases 4. Gillmore Acquisition-Purchase Agmt.	01-10-03 03-03 2003 07-31-03	Complete Complete Ongoing Complete
2. Conservation Easements	Erickson/ Harrington	1. Flagstaff easements are executed & filed 2. Easements on open space purchased with bond money	01-07-03 09-01-03	Complete Ongoing
3. Trailhead Development Plan	Erickson/ Twombly	1. Options for Farm Parking- Task Force 2. Round Valley Trails/Next Steps	11-03 03-15-04	Ongoing Ongoing
Goal 6 *Improve Historic Park City* (Jones)				
1. Old Town Improvement Study	Jones/Hilton	1. See Goal # 2		
2. Historic Preservation	Jones/Putt	1. Historic Preservation Policy Review 2. 801 Park Ave Special Mtg. Process 3. 801 Park Ave Preservation-pending new application by applicant. 4. Action Plan for City-Owned Histrc Strct. 5. Historic Significance Survey - Initiate 6. Design Guidelines-Revw/Recomndtns.	06-03 08-03 09-03 10-03 12-03 12-03	Complete Complete Ongoing Ongoing Ongoing Ongoing
Goal 7 *Regional Collaboration and Partnerships* (Hier/Putt)				
1. Quinn's Interlocal Planning Agreement & Planning Program	Hier/Putt	1. Consultant under contract 2. Work Program County/City 3. Comprehensive Design Charette 4. Draft of Plan Complete 5. Completion of Study	04-01-03 06-03 08-03 09-01-03 11-03	Complete Complete Complete Ongoing Ongoing

Target for Action	Liaison	Actions	Target Date	Status
2. Affordable Housing	Bodell/ Lopiccolo, Kurdi	See Goal #9		
3. Transportation	Hier/Cashel	1. See Goal # 3		
Goal 8 *Open and Responsive Government to the Community* (Bodell, Calvert)				
1. Community Vision 2012 and Beyond	Williams/ Rademan	1. Community Involvement & Outreach 2. Update Material for Vision Presentations 3. Citizen Workshop 4. Neighborhood Meetings 5. Strategic Plan 2002-2003 6. Citizen's Guide Updated	01-03 04-03 07-03 07-03 Ongoing 12-03	Ongoing Complete Complete Complete Ongoing In Progress
2. Budget Review & Benchmark (2003-2004)	Hier/ Christensen	1. Initial Departmental budgets and performance measures 2. Assessment of City Pay Plan 3. Presentation of City Budget 4. Benchmarking Plan/CTAC Review	02-03 05-01-03 06-19-03 10-01-03	Complete Complete Complete Pending
3. Business Plans: Process	Calvert/ Christensen	1. Identify current service levels 2. CTAC review of performance measures 3. Performance Measures Finalized	12-02 06-01-03 10-03	Complete Complete Ongoing
4. Customer Service: Evaluation & Action Plan	Calvert/ Rademan	1. Action plan/Work Plan 2. Advisory Committees Reorganization 3. Update Interior of Marsac 4. Department Training-"Fam Tour" 5. Customer performance measures 6. Survey of Customer Satisfaction-KPCW 7. Volunteer Bank	01-03 05-01-03 09-03 09-03 10-03 10-03 2003	Complete Complete In Progress In Progress In Progress Pending Ongoing
5. Budget: Inform Community- Citizens	Bodell/ Christensen	1. Citizen's Budget 2. Budget Document	08-18-03 08-31-03	Complete Pending

Target for Action	Liaison	Actions	Target Date	Status
6. Public Safety	Williams/ Evans	1. Initial Homeland Security Policy 2. Department re-organization 3. Options for Public Safety Involvement (Evans, Williams, Bakaly) 4. Community Oriented Program Outline	04-01-03 08-03 10-01-03 10-01-03	Complete Complete Pending Pending
Goal 9 *Great Place for Families to Live* (Bodell)				
1. Affordable Housing	Bodell/ Collett, Lopiccolo, Kurdi	1. Lower Deer Valley housing project 2. Affordable Housing policy/plan outline 3. Regional Meeting & Recommendations 4. Explore options with community for sewer treatment site & Pechnik Property	02-03 08-28-03 09-03 10-03	Complete Pending Ongoing Pending
2. Taxi Regulation Enforcement	Calvert/ Christensen	1. Taxi ordinance Amended 2. Further explore enforcement options	11-02 2003	Complete Ongoing
3. Recycling	Bodell/Gibbs	1. Main Street Cardboard Compactor 2. Curbside Program-TC, PM, Pr, & O.T. 3. Direction on remaining bus bays 4. Hazardous Materials issues	02-03 08-03 09-03 09-03	Complete Complete Pending Pending

DATE: 8/28/03
DEPARTMENT: Recreation-Library
AUTHOR: Linda Tillson
TITLE: **Board Standardization Follow-up**
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS:

The Board Standardization Committee recommends that Recreation Advisory Board (RAB) and Library Board each receive up to $1000 a year to send members to seminars and programs related to their board function and that all RAB members receive punch-card passes (10 visits) for the Racquet Club. The Committee also recommends that boards have the option of sending a representative to participate in the interview process for new members.

A. Topic:

Staff is requesting Council direction regarding recommended benefits for advisory boards and representation from boards during Council interviews for new members. Staff is also requesting approval of the new standardized application to be used for all board applicants.

B. Background:

Following direction from Council at the July 10 meeting the committee reconvened to implement changes requested by Council and to draft committee recommendations regarding benefits for advisory boards.

Changes which have been implemented or are underway include; creation of a standardized application, setting up a centralized application process for boards in the Human Resources Department, changing bylaws to indicate that all board memberships will be renewable only one time and that all Council Liaisons will be non-voting members.

The committee has also discussed the role of board members and staff in regard to the interview process for new board members. This discussion ensued following a letter received from the Library Board Chair regarding her concerns related to participation of boards during interviews (attachment "A"). The committee believes that board member and staff participation could enhance the process. An appointed member or board chair could contribute valuable information and insights having served on the board. Staff can provide input based upon experience working with the board.

C. Analysis:

This committee suggests offering the benefit of funding for advisory board members to attend seminars and programs, so that these, otherwise uncompensated board members, may remain abreast of current trends, gain new ideas and become more knowledgeable in the field. These expenses would be reimbursed by the City up to $1000 per board each year and approved by the Department Manager. Racquet Club punch cards are recommended to encourage RAB members to use and learn more about the facility, so they may offer ideas and suggestions based upon a more thorough knowledge of the facility and its programs. Use of the Racquet Club would follow the same guidelines as the Wellness Program that is in place for city employees.

D. Review:
Report has been reviewed by the Board Standardization Committee.

ALTERNATIVES:

1. Approve committee recommendation as outlined in the staff report.

2. Alter the recommendation as Council deems appropriate.

3. Disapprove the committee recommendations and give them further direction on how to proceed.

SIGNIFICANT IMPACTS:
Depending on compensation and use of City facility decisions, there could be some financial impacts.

PARK
CITY
LIBRARY
1255 Park Avenue
P.O. Box 668
Park City, Utah 84060
435-615-5600
435-615-4903 Fax

July 31, 2003

The Mayor and City Council
Park City, Utah 84060

Dear Friends:

We appreciate this opportunity to explain the system under which the Library Board arrives at membership recommendations to the City Council.

The Park City Library Board is a small group with a singular focus. The members (never more than 9 voting members—including a representative from City Council) meet monthly at the library. Although an advisory rather than a governing board, the group takes very seriously its responsibility to develop policy and review operational matters; to work closely with and support the director and staff; to initiate activities benefiting the library and its patrons; and to represent those patrons. The board. has no direct fundraising role but works with the Friends of the Library, which does raise money in a variety of ways. The board currently is investigating the feasibility of establishing a non-profit Foundation able to accept large and/or planned giving specifically for the library.

Traditionally, we have invited residents to apply for (staggered) vacancies on the board. Board members, the library director and staff publicize vacancies while a sub-committee of the board collects applications. Once written applications have been considered, individual interviews are scheduled with applicants—a process that can take a few weeks. These interviews are arranged so that there is plenty of time allotted for each. After talking with each applicant (usually for a period of about an hour), the sub-committee members report to the other board members and a general discussion is held during a regularly scheduled board meeting. The board forwards a recommendation to City Council, which, of course, makes the final appointments.

We have found this system serves us well for a number of reasons. Because it allows sufficient time for personal interchange, the board feels more confident in its recommendation. The process provides an informal but nonetheless serious setting for discussion with applicants and deliberation among ourselves.

Together, the application and lengthy follow-up interviews help the board to know a candidate's true potential <u>relative to the needs of the library and its board.</u> The application asks for a lot of thought and expression from candidates and it requires time to explore its implications in person. We attempt to balance talents and inclinations and try to maintain a variety of contributors on the board.

Simply stated, this process gives the board a chance to get to know the applicants <u>and vice-versa</u> before a decision is made. The process has proved very beneficial over the years. We also believe it saves time for City Council—any and all of whose members, in addition to the appointed liaison, are invited to attend the board meeting at which the review of candidates takes place. This discussion, by the way, also provides an opportunity, by its very nature, for board members themselves to renew their own goals and commitment.

In spite of the seemingly dry tone of this presentation, let me add that one reason the board likes the current process is that we really <u>enjoy</u> it--especially the sub-committee members. It increases our own investment in the board and it's interesting and fun.

Sincerely,

Kate Doerdan

~~Kate Doordan~~
Chair
Park City Library Board of Trustees

DATE:	**August 28, 2003**
DEPARTMENT:	**Technical and Customer Services**
AUTHOR:	**Aziz Kurdi, Technical and Customer Services Director**
TITLE:	**Draft Housing Plan**

SUMMARY RECOMMENDATIONS: Provide staff with direction on housing policy priorities.

I. TOPIC

Staff is seeking Council's direction and comments on the Draft Housing Plan.

II. BACKGROUND

At the City Council meeting on December 19, 2002, Council provided staff with feedback regarding the role of the City regarding affordable housing. At that time, Council asked for additional analysis regarding constraints, opportunities and options for the City's role and participation to facilitate affordable and workforce housing.

At its Council Retreat in February 2003, the City Council set four action item objectives regarding affordable housing:

- Lower Deer Valley Project
- Regional Meeting and Recommendations
- Affordable Housing Policy/Plan
- Explore options with community for sewer treatment site and Pechnik property.

The action item status is as follows:

- In March 2003, City staff and consultant (Phyllis Robinson) convened a regional meeting that included representatives from Park City, Summit and Wasatch Counties, Heber City, Park City and Summit County School Districts, and the Snyderville Basin Water Reclamation District among others. A list of regional issues was identified. At a follow-up meeting in May a set of action steps were discussed. This meeting has been incorporated into the Inter-Agency Task Force with the intent of working towards an inter-local agreement on affordable housing. The next report to the Inter-Agency Task Force is October 2003.
- In June 2003, the City Council approved fee waivers in the amount of $115,000 for the Deer Valley home ownership project sponsored by Mountainlands Community Housing Trust located at 555 Deer Valley Drive.
- The options for the Sewer Treatment Site and disposition of the Pechnik property are pending the adoption of a city housing plan per Council Direction.
- The first draft of the Affordable Housing Policy/Plan is attached for your review and comment.

III. Analysis

See attached Draft Housing Policy/Plan which was prepared by Phyllis Robinson with input from Tom Bakaly, Aziz Kurdi and Peg Bodell, City Council Liaison.

IV. Departmental Review

This report has been reviewed by the City Manager.

V. RECOMMENDATION:

Discussion – No formal action required. Staff is requested feedback and comments on the policy and programs directions outlined in the draft Housing Plan.

VI. EXHIBITS

Proposed Park City Housing Plan – Draft.

DRAFT
PARK CITY HOUSING POLICY AND PLAN

Purpose

Housing in Park City is more costly than in other communities in Utah. Population increases, especially households whose income are not dependent on local wages, have increased the demand for housing in Park City. While this is beneficial for property and resale values and investment, it makes provision for the full spectrum of Park City's service workers, essential employees, seniors on limited incomes and citizens with special social or physical needs, more difficult. Given the limited availability of land for residential development within the Park City limits, the price of land and housing has increased to levels beyond what many households earning local wages can afford. In addition, the demographics of the community are changing.

Now and in the future, Park City will need to focus attention on the revitalization and preservation of its housing stock, seek creative infill development strategies and encourage a diversity of housing that accommodates a variety of income levels, households and socioeconomic needs. As such, this document presents a range of policy and program options that address a broad spectrum of housing needs from low to moderate to middle income.

In 1995, Park City adopted its first set of housing policies defining incentives for production and outlined a near term and long-term action plan. Since that time, it has participated in the development and preservation of affordable housing and provided financial assistance in the form of second mortgages to promote homeownership for City employees. This document updates these housing policies and sets forth a new near, middle and long action plan.

This document is a policy document to guide future decisions on issues ranging from conservation and preservation of housing to new development of new housing and the appropriate role(s) for Park City Municipal Corporation in housing. The recommendations presented are based on a review of current and past housing policies and programs, an analysis of the demographic and economic trends in the city and in the region, an assessment of existing and projected resources and recognition of the objectives of the City Council.

Affordable to Whom?

Housing affordability doesn't affect only households on the bottom rungs of the economic ladder. There is a growing gap between wages and the cost of housing that reaches well up in to the middle class in Park City and in cities across the nation. According to HUD guidelines, jobs that pay "low income wages" include day care teachers, fire fighters, secretaries, bank tellers and car mechanics.

In most housing markets, lenders, as well as the federal government, consider 30 percent of income spent on housing as an affordable benchmark. The implication is that low and moderate income households who pay more than 30 percent of their gross income for housing are more likely to have to defer or cutback on purchases of other important necessities such as medical care and clothing.

The affordability gap in Park City is not limited to lower income households. Forty percent of cost-burdened households (whose housing costs consumes more than paying more than 30 percent of gross income) earn more than $57,000.

The lack of affordably priced housing creates problems for both owners and renters. There is anecdotal evidence that many families who have members in occupations defined as essential employees are leaving for less expensive housing in the county and surrounding areas. The practical impact of this situation is that it becomes increasingly difficult to recruit and retain employees. The consequence is that non-resident employees may not be equally committed and involved in the community. There are many other relatively low paying jobs that are important to the community, whose employees are similarly affected by the lack of affordable housing.

The issue around defining housing needs must focus, therefore, on the question of "affordable for what and to whom?" While most housing advocates talk about affordable housing for low-income individuals and families, in resort and destination communities, the housing needs of middle-income earners must also be considered when developing housing programs and policies. The ultimate goal of housing policy is to address the growing mismatch between income and housing costs. The growing trend throughout the nation is towards work force housing that offers a variety of housing types, tenure and price options to accommodate an economically diverse work force and community. It is towards this definition of work force housing that this plan is focused.

Mission

The housing mission of the Park City Municipal Corporation is to enhance the availability, affordable and quality of housing for all its residents.

Goals

- Provide a variety of housing options that meet the socioeconomic needs of people who live and work here including persons with special needs.
- Maintain a community that contains a broad diversity of owner-occupied and rental housing types
- Preserve and develop high quality, accessible and affordable housing to serve the people who live and work here.
- Promote housing that is energy efficient, environmentally sensitive and that blends with the city's natural environment
- Participate in regional efforts addressing the region's housing needs

Historical Overview

Since incorporating in 1884, Park City's housing and neighborhoods have shifted and evolved in response to marketplace trends and family lifestyles. Park City recognizes the importance of providing and maintaining diverse housing opportunities for its residents. Beginning with the creation of the Housing Authority in 1978, Park City has promoted creative housing solutions such as the fee waivers, inclusionary housing policies, Employee Housing Assistance and collaborative partnerships with nonprofit and for profit developers.

At the City Council meeting on December 19, 2002, Council provided staff with feedback regarding the role of the City regarding affordable housing. At that time, it asked for additional analysis regarding constraints, opportunities and options for the City's role and participation to facilitate affordable and workforce housing.

At its Council Retreat in February 2003, the City Council set four action item objectives regarding affordable housing:

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- In March 2003, City staff and consultant convened a regional meeting that included representatives from Park City, Summit and Wasatch Counties, Heber City, Park City and Summit County School Districts, the Snyderville Basin Water Reclamation District among others. A list of regional issues was identified. At a follow-up meeting in May, a set of action steps were discussed. This meeting is now incorporated into the Inter-Agency Task Force with the intent of working towards an inter-local agreement on affordable housing. The next report to the task force is October 2003.
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Park City Housing Highlights

1978 Park City Housing Authority formed.

1982 Deer Valley builds the Parkside Apartments as part of its employee housing obligation.

1985 City Housing Allowance Program for employees living within the Park City School District boundaries enacted.

1991 City fee waiver program of up to $5,000 per unit enacted as part of City Housing Resolution 37-91.

1993 City Housing Resolution 8 – 93 adopted to include affordable housing criteria to be used by CDD in the review of project applications, annexation petitions and other planning actions. Minimum unit sizes, maximum rents, unit equivalent standards, fee waiver and in-lieu payment guidelines were adopted.

1994 Affordable Housing Task convened by City Council to identify issues and solutions to providing housing for low and moderate-income households. The Task Force concluded that the solution to providing a mix of housing units resides in a multi-faceted approach and that no single solution exists.
Park City local preference option adopted.

1995 City adopted its first set of housing policies defining incentives for production and outlined a near term and long-term action plan.
City provided fee waivers for the Peace House and Washington Mill Apartments

City committed $600,000 to the City Housing Fund for the Second Mortgage Loan program for its employees.
City sponsored a CDBG grant for the North Horse Apartments for $113,000 that created 94 units of federally subsidized rental housing.
CDBG Grant and City loan for Aspen Villas and Silver Meadows Apartments created 88 units of federally subsidized rental housing at Aspen Villas, 34 rental units and 15 for sale units at Silver Meadows.
Housing Resolution 7-95 refined and updated the housing criteria set forth in Resolution 8-93

1996 City purchased four units in the Silver Meadows project to be used as housing for city employees.

1997 PCMR Development Agreement includes housing requirement for 80 employees.
1465 Park Avenue Condominiums developed as part of Marriott Summit Watch contribution.

1998 City purchased one unit at 1465 Park Avenue for employee housing.

1999 City Council reaffirmed the Task Force Mission Statements.
Housing policies updated and Resolution 2-99 adopted.
Pechnik house purchased.
Flagstaff Annexation agreement includes employee housing component equal to 10% of residential and 20% of commercial unit equivalents.

2000 City provides a $200,000 line of credit to Mountainlands Community Housing Trust as bridge financing for the acquisition of Holiday Village Apartments
Park City General Plan Housing Element Adopted
Flagstaff Annexation Agreement includes 91 unit equivalents for employee/affordable housing
Deer Crest Development includes 18 unit equivalents for employee/affordable housing

2001 Affordable Housing Plan for Rosewood CUP approved that includes incorporation of three unit equivalents within the Rosewood CUP project, purchase of one market rate condominium with conversion to affordable housing and in lieu of fees for up to 8 units.
City purchases two additional Silver Meadows units for employee housing.

2002 April Mountain in lieu of fees approved.

2003 City convenes an inter-agency task force on affordable housing
City commits $115,000 in fee waivers to the Line Condominiums under construction sponsored by Mountainlands Community Housing Trust.
Park City Housing Policy/Plan drafted

SUMMARY OF CITY FINANCIAL CONTRIBUTIONS 1995 - 2003	
City Rental Units	$950,000
Fee Waivers	$385,000
Mortgage Assistance Loans	$160,000
Aspen Villas Loan	$600,000
Holiday Village Loan	$200,000
Pechnik Purchase	$200,000
North Horse CDBG	$115,000
Grants to Ichthos and MCHT	$220,900
Total	$2,830,900

Community Profile

The housing market in the area has been very tight for several years with home prices escalating and rents increasing dramatically. Over the past two years, this trend has begun leveling out. While the rate of increases in housing costs may be decelerating, they are still climbing. For a fuller discussion of housing and economic characteristics and their influence on the housing market in Park City, please see the *2001-2002 Park City Housing Affordability Update.*

- Park City's population is 7,371, an increase of 65 percent over the past decade. The average household size in Park City is 2.72 persons and the average family size is 3.11. The average household size of 3.13.

- There are 2,705 households. Sixty-one percent are owner-occupied and 39 percent are renter households, slightly lower than the national homeownership rate of 68 percent. The stock is relatively new and reasonably well maintained.

- Fifty-two percent of households consist of married couples, and almost half with children under 18. Approximately 18 percent of households in Park City fall into the category called "other family" in which there is either a male or female head of household, with or without children present.

- The median household income in 2000 was $65,800, an increase of 67 percent during the past decade. While this is dramatic, increases in income did not keep pace with increase in housing costs. Median cost for owner-occupied housing increased 170 percent over the past decade to $450,900. Median rent costs increased 52 percent to $898 in 2000.

- The number of individuals living below the poverty level increased dramatically from 172 in 1990 to 742, or 10 percent of our population.

- A household is cost-burdened if it pays more than 30 percent of gross income for housing costs. Thirty-nine percent of renter households are cost-burdened; nearly one-in-three renters pay more than 35 percent of their income for rent. Similarly, 37 percent of homeowners are cost-burdened with nearly one-in-three paying more than 35 percent of their income for mortgage, taxes and insurance. The level of cost burdened households increased in the past decade. In 1990, 21 percent of homeowners and 27 percent of renters paid more than 35 percent of income.

- Approximately 13 percent of Park City's population is over 55 years of age; five percent is age 65 and older. High housing costs, particularly rents, take a high proportion of elderly household income. Moreover, for those retired on fixed incomes, the costs of homeownership, particularly maintenance, generally constitute a much larger portion of monthly income than that of employed homeowners.

- Special needs of individuals with disabilities vary depending upon the particular disability. Seven percent of Park City residents report a disability.

- Park City is fortunate that of its almost 300 publicly assisted units, only one project is at risk of conversion. That project, the Parkside Apartments, is under contract with Mountainlands Community Housing Trust for purchase. The other properties, including Iron Horse, Aspen Villas, Silver Meadows and Holiday Village have long-term deed restrictions that will not expire for decades. Of greater concern are units that are not assisted, but provide affordably priced housing.

Housing Policies

Almost every major resort community in the nation has real housing affordability problems. According to the Harvard Joint Center for Housing Studies, the obstacles for providing quality affordable work force housing may be more difficult than developing a great resort. The production and availability of housing is constrained in virtually every community both by government regulations and by non-governmental factors, such as the costs of construction and interest rates on home mortgages. Most important is the end users ability to pay and the gap between housing costs and wages.

The availability of land is a nongovernmental constraint with particular impact for Park City. Market factors present very serious constraints to the production and availability of housing that is affordable to very low, low and moderate-income households.

Home ownership can be constrained by mortgage interest rates. High financing costs can also depress the construction of new rental properties, as investors may be discouraged by this increased cost. Although current interest rates are not historically high, many families would have difficulty purchasing a home.

Governmental actions can also constrain the development and affordability of housing. While local governments can have little influence on such market factors as interest rates, their policies and regulations can affect both the amount of residential development that takes place and the affordability of housing. Land use controls have the greatest direct impact upon the availability and cost of new housing. In addition, development approval procedures, permit fees, building code requirements and the permit processing time can affect housing costs as well.

The following Housing Policies are intended to address the constraints to affordable and workforce housing in Park City.

- Promote rental and homeownership opportunities for people of all incomes, ethnic origins, cultures, gender, family structures and special needs populations such as the elderly and physically and mentally challenged.

- Preserve and expand the City's supply of affordable rental housing for low and moderate-income households.

- Encourage mixed-use residential development in existing commercial areas.

- Encourage links between housing and adjacent uses, such as senior centers and community facilities.

- Support programs that will increase home ownership among entry level and moderate income households who work in Park City

- Support public programs and encourage private efforts that provide affordable housing opportunities throughout the City for current and future employees who want to live in Park City.

- Ensure that the General Plan and the Zoning Ordinance encourage residential development that provides variety in the housing product in response to variations in income levels, the changing live-work patters of residents an the needs of a diverse population.

- Facilitate the development of affordable housing by public and private housing development organizations.

- Review and update as needed the City's Affordable Housing Resolution, Standards and Guidelines.

- Ensure that the affordable housing requirements for new development are satisfied with respect to income, unit size and timing of development.

- Promote the development of a full range of housing (rental, homeownership and service-enriched) to meet the needs of special populations, including people with physical and/or developmental disabilities, single-parent households, young adults and seniors.

- Encourage public participation of all segments of the community, including low and moderate-income residents, the business sector, renters and homeowners in the formulation and review of City housing policy.

- Ensure that the entitlement process and infrastructure levies do not burden the development of affordable housing units.

- Actively pursue federal and state housing program funds to provide housing assistance to low income households and to support the development of low and moderate-income housing.

Implementation Strategies

Leverage Resources

- Study the feasibility of creating a public-private housing trust fund or other loan fund that could finance ownership and rental projects. There are more than 257 housing trust funds in place nationally. Housing Trust Funds provide local control, flexibility and the ability to make projects work by filling financial gaps. Impact, development fees or other fees negotiated with developers in the course of the development review and approval are frequently dedicated to Housing Trust Funds. Funds can take the form of loans or grant and available to nonprofit and community-based organizations, for profit developers, service providers or public agencies.
- Aggressively seek additional funds, grant and investment dollars to promote affordable housing strategies in Park City.
- Examine other funding options to leverage existing resources including equity investments by financial institutions and bonding authority.
- Evaluate the payment of in-lieu of fees including the financial and community impact of promoting in lieu of fees as part of the City's housing strategy.
- Evaluate the existing affordable housing units owned by Park City Municipal to determine whether releasing units could provide additional benefits.
- Continue the commitment to allocate an annual budget for affordable housing related programs including the employee housing allowance, housing studies and repots, grants or loans and the purchase of units.

Rental Housing Preservation

- Identify and acquire existing properties that are at risk of being lost.
- Evaluate and implement if feasible a rental rehabilitation program or other method of securing affordability concessions on non-subsidized housing stock.
- Continue to review all applicable state and federal programs for residential rehabilitation and apply for appropriate programs, as funding is available.
- Fund, acquire and rehabilitate existing multi-family housing for rental and ownership housing.

Homeownership Strategies

- Continue and expand the City's second mortgage loan program and examine options to expand the program beyond City employees.
- Conserve Existing Affordable Housing (subsidized and unsubsidized) and fund, acquire and rehabilitate existing multi-family housing for resale or lease-purchase.
- Create and maintain education and financial assistance programs to assist people, especially low and moderate income households in purchasing their first home.

New Housing Development

- Develop an inventory of vacant land including public and private ownership.
- Identify and acquire or dedicate City-owned sites for affordable housing projects in cooperation with private developers.

Government Process and Role

- Develop a consistent definition for housing that addresses affordability, housing need and demand, and income targets.

- Continue to encourage the development of workforce housing in the new development and expansion of hotels, resorts and other generators of service level employment.
- Evaluate the role of the Housing Authority as a development entity or a more active participant in housing projects and programs including its bonding authority to leverage existing resources.
- Determine the most cost effective method for administering an on-going housing program including but not limited to utilizing nonprofit organizations, expanding the role of the Housing Authority, creating a new position within the City or contracting for services.
- Support the creation and implementation of policies that encourage employers to assist in meeting employee-housing needs.
- Support agencies and organization that provide shelter, housing and services.
- Educate the community on the need for low and moderate-income housing and its relationship to community and economic development.
- Continue to coordinate interdepartmental review of projects in a timely and efficient manner.
- Review the land management code to promote flexibility in reviewing affordable housing projects including, but not limited to, parking standards and open space requirements.

Regional

- Evaluate the feasibility of participating in a regional transit system to link to housing options to include the Snyderville Basin.
- Participate actively in the Inter-Agency Task Force subcommittee on affordable housing with the goal of facilitating inter-local participation and agreement of mutual interest to expand housing options in the region.
- Participate actively in identifying regional partners and regional solutions for needs most effectively addressed on a regional basis.

Next Steps

There are many ways to address the need for more affordable housing. A focus on an expanded definition of workforce housing that includes the housing needs of moderate and middle income household is in the economic interest of the city.

Park City is a relatively mature city close to build out. There are few vacant sites available for new residential development. To meet housing goals, Park City Municipal and private developers, both for profit and nonprofit developers, will need to expend resources to support acquisition and new residential construction, fund housing programs and leverage state or federal funds including tax advantages.

NEAR TERM STRATEGIES (0 – 6 MONTHS)
Develop a Land Inventory and Supply Table including at-risk subsidized and non-subsidized rental units, vacant and redevelopable land.
Create clear and realistic picture of the housing needs of local employees and residents and enhance understanding of the housing demand drivers.
Evaluate the current housing inventory owned by Park City Municipal Corporation including Silver Meadows, 1465 Park Avenue and the Pechnik property and make disposition recommendations.
Evaluate the payment of in-lieu of fees including the financial and community impact of promoting in lieu of fees as part of the City's housing strategy.
Develop a consistent definition for housing that addresses affordability, housing need and demand, and income targets.
MID TERM STRATEGIES (6 – 12 MONTHS)
Study the feasibility of creating a public-private housing trust fund or other loan fund that could finance ownership and rental projects.
Continue and expand the City's second mortgage program and examine options to expand the program beyond City employees.
Examine other funding options to leverage existing resources including equity investments by financial institutions and bonding authority.
Evaluate the role of the Housing Authority as a development entity or a more active participant in housing projects and programs including its bonding authority to leverage existing resources.
Review the land management code to promote flexibility in reviewing affordable housing projects including, but not limited to, parking standards and open space requirements.
Identify development options, funding options and opportunities for vacant, at-risk and redevelopable land.
LONG TERM STRATEGIES (BEYOND 12 MONTHS)
Evaluate and implement if feasible a rental rehabilitation or rental investment fund
Fund, acquire and rehabilitate existing multi-family housing for rental and ownership housing.
Create and maintain education and financial assistance programs to assist residents, especially low and moderate-income households in purchasing their first home.
Support the creation and implementation of policies that encourage employers to assist in meeting employee-housing needs.
Evaluate feasibility of participating in a regional transit system to expand housing options to include the Snyderville Basin.
ON-GOING
Continue to review and apply for all applicable state and federal programs for residential rehabilitation and apply for appropriate programs.
Continue the commitment to allocate an annual budget for affordable housing related programs including the employee housing allowance, housing studies and repots, grants or loans and the purchase of units.
Educate the community on the need for low and moderate-income housing.
Continue to coordinate interdepartmental review of projects in a timely and efficient manner.
Participate actively in identifying regional partners and regional solutions for needs that may be most appropriately addressed on a regional basis.

DATE: August 28, 2003
DEPARTMENT: Special Events and Facilities
AUTHOR: Michelle Barrus
TITLE: Art in Public Places Policy
TYPE OF ITEM: Work Session/Informational

SUMMARY RECOMMENDATION: Staff recommends that Council review the proposed information for the Art in Public Places Program and provide staff with direction.

DESCRIPTION

A. Topic
Art in Public Places Program.

B. Background
For the FY 2003-2004 and FY 2004-2005 the City Council has approved $200,000 in available funds for a public art program. It was requested of staff to return to council with a policy that will address how this program will function. Below are some possible steps Council could take to create a Public Art Policy, please note that the following information does not consider the arena of performing arts for this particular funding source.

1. Council identify specific locations after the Arts Council has identified location characteristics or another alternative would be to have the Arts Council identify locations for public art.
2. Staff would recommend a jury process that would involve members of the Arts council, citizens from the community and staff. This type of jury would ensure non-artists involvement in the process. The jury would ultimately put out a call to artists and this could be administered by the Arts Council for a fee or administered by city staff.
3. Criteria for public art will need to be established. Staff would recommend a combination of criteria established by the Jury and in accordance with section 15-4-15 LMC requirements for light safety and appropriate outdoor materials. Please see attached Exhibit A as criteria adopted by the Arts Council that was used for the Transit Center art. Criteria that was established in the Loveland, CO art program may also be beneficial. That criteria being:
   A. Safety. The sculpture must not constitute a danger to visitors.
   B. Durability. Any art selected must be able to endure wear and tear from the City's weather and from interaction with the public.
   C. Approachability. The art must appeal to all age groups and shouldn't require an art degree to appreciate. The "Franz the Bear" on Main Street is a good example of how people are drawn to "accessible art."
   D. Public Sensitivity. Selected sculptures should conform to community standards. For example, nude statues might not be appropriate in a park designed with children in mind.
4. Would City Council like a cap on how much can be spent on one piece of art?

5. Staff would like direction to what extent the $200,000 includes Olympic legacies? Council had stated that the additional $60,000 that is currently available specifically for Olympic legacies was not sufficient. How would Council like staff to include Olympic legacies in this process.

6. Another idea presented by staff would to make a goal of coordinating the art program with any City CIP projects going on (like a street reconstruction or bulb-out creation or town square - pocket park - etc). That way, costs for art piece foundations and infrastructure elements like lighting, power and pedestrian amenities could see a cost savings in doing them all at the same time.
7. Lastly, a goal staff recommends is adding "art" and "funky elements" to Old Town projects which was stated as a part of the OTIS study.

Once direction is obtained from Council. Staff will return with policies for Council to formally adopt to solidify the process.

The Park City Art in Public Places policy will be different than the other two art related ordinances that Council has recently discussed.

1. Art in Public Places Ordinance was adopted in March of 2003 and designated a process by which an artist might display their finished works of art on city property. Guidelines were set for set back, materials, lighting, etc and a process by which they could apply. These same standards as codified in the LMC 15-4-15 will be pertinent to the Art in Public Places ordinance we are discussing today.
2. The other Art related topic was the ordinance proposed in front of Council from the Legal Department to set forth the licensing for artists who desire to display and sell their art in public places.
3. This Park City Art in Public Places Program that is before you today is specifically related to the $200,000 set aside by Council for public art and staff, with direction from Council, will draft a policy by which that program will proceed. It will be consistent with the LMC section 15-4-15 for and pertinent zoning issues.

C. <u>Analysis</u>
To create an overall cohesive art policy it is necessary for Council to provide staff with direction as it relates to a Jury Process, criteria for public art, a public art master plan as designated by the selected jury and the distribution of funds for such a program.

D. <u>Department Review</u>
Budget and Grants, Economic Development Director, Special Events and Facilities, Legal, and the City Manager.

<u>ALTERNATIVES</u>

A. The City Council may direct staff to create an ordinance for a Public Art Program for approval based on the recommendations stated above , or

B. The City Council may direct staff to amend recommendations and draft an ordinance based on those, or

C. The City Council may continue the item for further discussion.

RECOMMENDATION
Staff recommends that Council review the above steps and attached information for the Art in Public Places Program and provide staff with direction.

ATTACHMENTS
Exhibit A Criteria for art from the Transit Center Process

Art In Public Places
Criteria for Projects

Criteria is essential to help direct the energy and resources of the artist. The Design Board will consider these criteria in selecting and guiding public art projects.

audience
The artist should consider the specific audience and their demographics, safety and liability, spatial relationship to the viewer, ethnicity, culture, history, age group, etc. Consider the degree interaction of the viewer.

authenticity
Successful art projects are authentic to the community and their surroundings. This element helps provide definition and pride for a community.

celebration
A vital element of Art In Public Places that connects the community with the art is the "celebration of that art" at its completion. This celebration may also become a ritual experience that occurs at a regular predictable time period throughout the life or the art.
Such celebrations helps the community members to feel ownership of the art and "welcome it into their everyday lives. Consider the "spiritual" nature of the art in relationship to telling the story of the community, past or present. The art should portray a sense of place and people that live in the community. This celebration should be produced and planned by the community members who will be participating. It should embrace all citizens; young and old, men and women, from every segment of the community. This is the arts base for the future.

creative merit
It seems to be a constant struggle for artists to find the time, space and energy to continue the creative process. We as a community should provide this opportunity and encourage each artist to find within themselves the spirit that communicates new thoughts, ideas and feelings of being a human being and existing in this world. This creative spirit can be communicated in a range of artistic styles from representational to abstract and should be defined by each individual artist.
We embrace and cherish the creative voice in every human being.

design

Consider and apply the elements of design; consider uniqueness.
Shape, line, texture, tint, hue, balance, etc.

education

The process of creating art often becomes more meaningful than the art itself. Our community can benefit from being exposed to this process and in return experience a heightened appreciation and ownership for the art. Artist should consider a program to share their individual creative process with the public either as an individual or in partnership with local media, the school district, private businesses or other cultural groups. Consider the target group, its size, needs, and opportunities for the artist. In forming a partnership, consider the magnitude of your individual project.

installation

The artist will be responsible for all applicable permits and fees regarding the installation of the artwork. Consideration should be given to the preparation of the site well in advance of the installation date. All necessary materials, including mountings, anchorages, containment, pedestals, barriers, drains, lighting fixtures, etc., should be specified in the scope of work. The artists should consider installation design that addresses visibility, cohesiveness to the artwork, lighting, additional patinas or protective coatings, accessability, and purpose. The installation techniques should not detract from the artwork's function or aesthetics.

maintenance

A schedule and specifications for regular or annual maintenance should be suggested by the artist based on the function, aesthetics and materials of the artwork. Regular maintenance includes: removal of accumulated dirt, adjusting or lubrication of parts, vandalism mitigation. Annual maintenance includes: re-application of protective coatings, replacement or re-application of parts, and paint or patina touch-ups. Consideration should be given for future funding of the repairs, maintenance, or restoration of the artwork. During the life of the artwork the artist will have the first right to repair and restore for a reasonable fee agreed upon by the artists and artwork's owner.

materials

The materials used in a project should accomplish the goals set forth in considering the site, audience, design, schedule, budget, safety and other criteria specific to the artwork. Interaction of the viewer with the art can be enhanced by the use of appropriate creative materials. The artists skill and technical use of materials should be considered along with contrast of materials to sense of the artistic statement.

site

Every site is unique to itself. The artist should take into consideration the following criteria when designing for a specific site: scale to the surrounding structures, scale to open space, compatible materials, enhancing materials, accessability, uniqueness, historic nature, neighborhood makeup, audience needs, user needs. Sensitivity to the artwork's surroundings will help ensure a successful project.

team effort

Project teams are often necessary to design public art to obtain criteria objectives. Subcontractors may be required to design a project that requires skills such as; structural, civil, electrical, mechanical engineering. It proposal might include site grading or landscaping and irrigation. Possibly stream alteration or vegetation removal is part of your overall design and professional will be contacted to submit scope of work proposals for that portion of the project. Besides the creative members of the team, the project might call for coordination with government agencies such as building, public works, parks, and transportation departments. The input and expertise of these groups are often vital to the artwork's success.

works of art

All forms of original creations of visual, performance and cultural arts, included but not limited to:
1. Three-dimensional: sculpture in the round, bas-relief, high relief, mobile, fountain, ceramics, kinetic, mosaics, collage, assemblage, etc., in any material or combination of materials;
2. Two-dimensional: painting, drawing, photography, printmaking, collage, electronic, including portable and permanently affixed works such as murals and frescoes in any material or combination of materials;
3. Performance art: individuals and/or groups who use the public as an audience.

Please rate the submitted Transit Center Public Art Projects on a scale from one to five (1 to 5).
1 = does not fulfill the criteria
2 = less than average
3 = average
4 = better than average
5 = fulfills the criteria

DATE:	August 28, 2003
DEPARTMENT:	Economic Development & Capital Projects
AUTHOR:	Colin Hilton, Director of Economic Development & Capital Projects
TITLE:	Economic Development Plan – Prioritization and confirmation of "Goals" & update on targeted next steps
TYPE OF ITEM:	Informational - Council Goals, Quarterly Update

SUMMARY

This report is designed as an update and request for input from City Council regarding the outline and targeted next steps for the City's overall Economic Development Plan.

I. DESCRIPTION:

A. Topic: Economic Development Plan – Prioritization and confirmation of "Goals" & update on the targeted next steps.

B. Background & Analysis:

In May of this year, Staff reported back to Council on numerous strategies and action steps suggested by six sub-committee's of an Economic Development task force.

At that time, the discussion regarding next steps suggested finding a way to use criteria to prioritize which strategies to focus Staff and community resources on. Since that time, the City Manager through re-organization efforts, has hired a new Economic Development position. In reviewing the suggestion of prioritizing the 70-80 Task Force ideas, it has become apparent that one missing step in the process was to have the City Leadership confirm a vision and series of prioritized goals for an effective Plan.

As the below illustration points out, much attention has been placed on the potential action steps / projects without first confirming and authoring a "Vision" statement and listing prioritized "Goals."

A Sample Outline of an Effective Economic Development Plan:

Vision => Goals => Strategies => Action Steps / Projects

(Council Input Needed)

(Volumes of action-oriented information collected by recent "task force." Suggested advisory committee for economic development would then assist Staff on targeting strategies & projects that meet the vision & goals of City Council)

Similar to the City-wide listing of priority goals, it is currently felt by Staff that a similar sub-listing of Economic Development goals would go a long way towards helping to shape the actual strategies and action steps necessary to achieve a stated vision.

In looking at other community Economic Development Plans that have been effective, the following themes and comments are interesting to reflect upon as Park City develops its own:

1. A productive Economic Development Plan has a simple and clear outline.
   Vision Statement – Goals – Strategies - Action steps / projects
2. Effective Plans require a committed leadership to keep them on track
3. Process & participation is important in establishing "buy-in"
4. Regular updates to the Plan are important
5. Goals and success measures need to be established, published, and targeted
6. Critical strategies must be chosen in order to address the question of – "what do we have to do to see these goals met?"
7. An implementation plan must be set and tracked in order to avoid having project continue to be pushed back
8. It is wise to focus only on 2-3 major projects in any one or two year period
9. Communication of the plan and continually making decisions that support the plan is very important
10. Having a written strategic plan becomes useful in doing proposals or attracting new business. It is also helpful during election times – in explaining and itemizing the City's strategy

Steps 1 – 10 above also tend to favor involving people with different skill sets. "Visionaries" in the beginning steps and "Implementers" in the latter steps.

In the spirit of the process employed in producing the recently completed OTIS study, Staff has reviewed dozens of previous reports and studies completed over the past several years that have helped to produce a suggested set of vision statements and "Draft" listing of goals. In order to assist City Council in establishing a set of goals for economic development, Staff offers a listing of possible goals for review and discussion amongst Council members.

The outline of the Park City Economic Development Plan is attached to this report.

II. RECOMMENDATION / SUGGESTED NEXT STEPS:

Staff requests that Council review the proposed "Vision Statement" and "Goals" and to discuss and suggest any modifications to them. Additionally, it would be extremely helpful to categorize the eventual list of goals into:

A. Top Priority Goals
B. High Priority Goals

C. Other Priority Goals

Upon formalizing this section of the Plan, Staff then suggests creating an Advisory Committee for Economic Development to take the steps of selecting the most effective strategies and projects to move on.

The Advisory Committee on Economic Development would have a suggested membership to include (1) representative from each of the following groups:

1. Chamber of Commerce
2. Real Estate Board
3. Quality of Life Rep (member of CARG or COOL)
4. HMBA
5. Restaurant Association
6. NOMA District
7. Cultural & Arts Community Representative
8. Resorts (4)
9. Mountain Resort Merchants
10. Lodging Association
11. Non-Hospitality Industry Rep (May double as Iron Horse District Rep)
12. Summit County
13. City Council Liaison
14. City Staff

Staff would look to ask each of the above organizations to nominate a representative and alternate. We would also encourage those who participated as task force members to possibly be the organization's representative. The intent is to combine the six previous sub-committees of the task force into one advisory committee.

Upon meeting for the first time (targeting the latter part of September, Staff would have the prioritized set of goals to assist the advisory committee in setting short term and long term strategies. Some example criteria in targeting certain strategies and action steps might include: return on investment, staff and community resource time, consistency with Council goals, quality of life concerns, and consistency with Economic Element of the General Plan.

Updates as to the progress of the strategies and initiatives would come to the City Council twice a year from the Director of Economic Development & Capital Projects. A follow-up to Council as to the strategies and projects being acted upon would occur sometime in November or December.

Outline of the:

Park City
Economic Development Plan

Vision => Goals => Strategies => Action Steps / Projects

(Council Input Needed on Vision & Goals

(Volumes of action-oriented information collected by recent "task force." Suggested advisory committee for economic development would then assist Staff on targeting strategies & projects that meet the vision & goals of City Council)

Vision – To provide long-term economic health for the greater Park City region through a proper balance of tourism initiatives and quality of life desires for those that live in and visit the area.

As a guiding principle, all economic development initiatives will consistently strive to sustain a vibrant multi-seasonal destination resort community.

*** Goals** -

1. Foster and support cooperative partnerships & programs between the resorts, business community, Chamber and local governments to promote increased business in all periods of the year.
2. Lengthen the tourism season to eight busy months a year.
3. Shore-up lagging winter "sub-seasons" in order to maximize the current core winter business.
4. Further diversify the tourism initiatives with aggressive efforts to promote a broadened and more active summer season.
5. Smartly increase the sales tax revenue base. Target a 10% increase by the close of FY2005.
6. Further develop and market the uniqueness of Park City and why it is set apart from other mountain resort communities
7. Facilitate the establishment of more "attractions" for both visitors and residents.
8. Make Park City more inviting and "User-Friendly" for organizers to throw events and for attendees to enjoy them.
9. Protect, preserve, and promote the historic Main Street downtown core as the commercial heart of the region.
10. Proactively target business sectors that will fill voids left by departing companies or for smart redevelopment reasons.
11. Maintain a representative cross section of the community that regularly assists the City leadership & Staff in updating economic development strategies and initiatives.

* To be reviewed, discussed, debated and prioritized (**Top / High / Other**) by City Council

Strategies - Supporting the Highlighted Goals:

An Advisory Committee for Economic Development would then review City Council's priority goals in order to best implement a series of strategies and action steps. Updates as to the progress of the strategies and initiatives would come to the City Council twice a year from the Director of Economic Development & Capital Projects. Current outlined strategies include but are not limited to:

Strategy 1: Take advantage of the recent Olympic attention & pursue strategies and projects that keep those visions and connections going.

Strategy 2: The resorts are the City's economic drivers. Enable the resorts to generate more business (summer has the most growth potential)

Strategy 3: Add recreation space and facilities for attracting more tournaments and visitations

Strategy 4: Apply the tag line "User Friendly" to projects and marketing programs geared towards showing how easy and fun it is to live and visit Park City.

Strategy 5: Attract more festivals and events – winter & summer

Strategy 6: Promote ways to sustain existing events

Strategy 7: Provide greater participatory attractions

Strategy 8: Recreation Opportunities as Attractions

Strategy 9: More passive cultural tourism attractions

Strategy 10: Promote Park City as a year round mountain resort conference center destination

Strategy 11: Promote locally owned, independent businesses

Strategy 12: Extend visitor stays / fill beds

Strategy 13: Develop a private foundation (i.e., Vail Valley Foundation) for events, festivals and performing arts underwriting

Strategy 14: Update the Land Management Code to match priority goals of the economic development plan

Strategy 15: Improve the ease of permitting events

Strategy 16: Develop additional funding and marketing sources for events

Strategy 17: Enhance existing attractions

Strategy 18: Create a cultural alliance

Strategy 19: Retention and development of existing businesses

Strategy 20: Promote Redevelopment & reviewing zoning in commercial areas

Strategy 21: Target more Wasatch front (day visitors)

Strategy 22: Promote greater diversity of the commercial mix

Strategy 23: Work towards a balanced transportation and pedestrian infrastructure plan throughout Park City

Strategy 24: Promote smart development at the Quinn's Junction area

Strategy 25: Strengthen the Commercial Mix (City-Wide)

DATE: August 20, 2003
DEPARTMENT: Recreation & Library Department
AUTHOR: Ken Fisher, Interim Recreation Services Manager
TITLE: Recreation Advisory Board Update
TYPE OF ITEM: Work Session

SUMMARY RECOMMENDATIONS:

The Recreation Advisory Board (RAB) has formed four committees to look at City Park, Neighborhood Parks, Youth Issues and a BMX track per Council direction after the visioning session with City Council. During this meeting, Council decided to not form committees for the Racquet Club or Trails. The RAB would like to receive further direction on these and give an update to Council on the formation of the four committees outlined by Council.

DESCRIPTION:

A. Topic

Update Council on the formation of RAB Committees per the RAB Ordinance and Policy & Procedures that govern the board.

B. Background

City Council met with the newly appointed RAB on July 17, 2003 for a visioning session that developed a work plan for the board and to outline which issues facing recreation should be looked at as a committee or a task force. In this meeting City Council gave direction to RAB to form four committees that are to look at the City Park Master Plan, Neighborhood Parks, Youth Issues and a BMX bike track. Council also gave direction to staff to form a task force consisting of one RAB member for the Municipal Recreation Complex on the Gilmore Parcel and that the current task forces should continue working on the Ice Rink and the Farm Trail Head Parking.

Council decided to not form committees for the Racquet Club or Trails, as they were not a priority for RAB at this time even though they are each listed in the Council goals. Council also decided to take no action with regard to assigning a task force to look at the sewer treatment site.

C. Analysis:

The RAB held its first meeting as a board on Tuesday, August 5. As per the Ordinance the board elected a Chairman (Dave Staley) and a Vice-Chairman (Rich Miller). The RAB Chairman then appointed members to serve on the four committees that were outlined by Council and directed them to begin addressing the issues as outlined by the Ordinance and Council in their visioning session.

Youth Issues (Committee: Kris Beer, Dave Staley, Bob Kwun)

- First focus of the committee will be to come up with a procedure for Youth Advisory Grants (YAC).

- Scope of work will consist of outlining the requirements, distribution and application process for distributing these funds.
- Committee will investigate operating YAC Grants as a service contract and changing the requirements from new programs to existing programs.
- Work with Mark Christensen on this (Budget & Grants Manager).
- Work through other youth related issues as directed by Council

Neighborhood Parks (Committee: Liza Simpson, Carol Shepard, John Scates, Rich Miller)
- Focus of the committee will be to come up with criteria for developing neighborhood parks.
- Where is the need; use of parks generated by neighbors; location of all current parks.

City Park (Committee: Liza Simpson, Carol Shepard, John Scates, Rich Miller)
- Committee will take a look at the current City Park Master Plan that was initially approved by Council in 1999 and then revised in Fall 2002.
- Suggest alternatives to Council. No additional funds were authorized to hire a consultant.
- Areas to be looked at are the location of the proposed basketball court, area around the Rec Building, the north end of the park behind 7-11 and the drainage area by Snow Country Condos.
- Representative from the Planning Commission will be asked to join the committee.

- Staff is going to check with Eric DeHaan & Planning Commission to see if their approval is required to test making Sullivan Road one-way.

BMX Bike Track (Committee: Dave Staley, John Scates, Bob Kwun)
- Research the possible location and development of a dirt BMX track

Friends Groups:
- Council asked RAB to make a recommendation on "friends" groups and how they interact with RAB. Friends groups currently report to staff. The board will be discussing this at their next meeting on September 2.

Conservation Easements:
- At its August 21, 2003 meeting, City Council asked the RAB to review conservation easements as it related to recreational uses. This work should be completed within the month of September so staff can return to Council for approval of easements.

At the RAB meeting on August 5 there was also discussion about additional committees that were in existence when the PRBB was reorganized and what was going to happen to the issues they were working on. As per the Policy & Procedures RAB would like to discuss the formation of additional committees then come back to Council with a recommendation.

<u>Items for discussion</u>:

1. Council did not recommend forming Committees for trails and the Racquet Club even though they are listed as Council goals. How should staff proceed with these goals?
2. Is Council comfortable with the BMX Committee expanding their scope of work to include the development of a mountain bike skills course?

D. Departmental Review:
This report as been reviewed by the City Manager, Recreation & Library Management Team, and Chairman of RAB.

ALTERNATIVES:
A. Limit the RAB to the work outlined in the visioning session.

B. Allow RAB to form additional committees with the approval of City Council

SIGNIFICANT IMPACTS:
By limiting RAB Committees, decisions may be made with less public input.

Adding additional RAB Committees may result in members being spread too thin as well as causing additional workload for members as well as staff.

Attachments:
- RAB Ordinance
- RAB Policies and Procedures
- Vision notes from July 17 work session with RAB

Ordinance No. 03-09

AN ORDINANCE AMENDING TITLE 2, CHAPTER 4, SECTION 17 OF THE MUNICIPAL CODE OF THE CITY OF PARK CITY, UTAH TO DISSOLVE THE PARKS, RECREATION AND BEAUTIFICATION ADVISORY BOARD AND RE-WRITE SECTION 17 IN ITS ENTIRETY TO CREATE A NEW RECREATION ADVISORY BOARD WITH NEW TERMS, MEMBERSHIP, PURPOSE, DUTIES, PROCEDURES AND SUB-COMMITTEE RESPONSIBILITIES

WHEREAS, Utah Code Annotated ("UCA") § 11-2-1 gives the City the power to designate and acquire property for playgrounds and recreational facilities and UCA ' 11-2-2 gives cities the authority to organize and play sports and other recreation activities ; and

WHEREAS, UCA §10-8-84 allows the City to pass all ordinances and rules, and make all regulations, not repugnant to law, necessary for carrying into effect or discharging all powers and duties conferred by Chapter 8 of UCA Title 10 which are necessary and proper to provide for the safety and preserve the health, and promote the prosperity, improve the morals, peace and good order, comfort and convenience of the City and its inhabitants; and

WHEREAS, the City Council wishes to reconstitute its advisory board on recreation matters with new terms and responsibilities to facilitate Council communication, goals and priorities; and

WHEREAS, this board is not intended to be a supervisory and maintenance Recreation Board as defined by UCA § 11-2-3, but the board is intended to provide policy input and public communication opportunities in support of recreation programs and facilities;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF PARK CITY, UTAH, AS FOLLOWS:

SECTION 1. FINDINGS. The recitals above are incorporated herein as findings by the City Council, the legislative body of Park City.

SECTION 2. AMENDMENT. Title 2, Chapter 4, Section 17 of the Municipal Code of the City of Park City, Utah is hereby amended to read as follows:

2- 4-17. RECREATION ADVISORY BOARD CREATED.

There is ~~hereby~~ created a-Recreation-Advisory Board. The Board shall consist of up to seven (7) members, and-one additional representative from the City Council who is a non-voting member. Members shall be residents of Park City and shall serve without compensation.

(A) TERM OF SERVICE, REMOVAL AND VACANCIES. Members of the Recreation Advisory Board shall be appointed by the Mayor with the advice and consent of the City Council. Each Board member shall serve terms of three years, but shall serve until their successor is appointed. Initially, two appointments shall be made for one and two year terms, and three appointments shall be made for three year terms. Annually thereafter, appointments shall be made for three year terms. Board members shall serve not more than two full terms in succession, however the initial one year term holders may seek two additional terms. The Council shall appoint one of its members to serve as the non-voting member for a term not to succeed the member's City Council term of office. The Council may rotate its appointed member at any time. The terms shall begin on July 1 and end on June 30 of each year.

Any board member who is absent from two (2) consecutive regularly scheduled meetings, or a total of four (4) regularly scheduled meetings per calendar year may be called before the City Council and asked to resign or be removed for cause by the Council. Vacancies in the Board occasioned by removals, resignations, or otherwise, shall be filled for the un-expired term in the same manner as the original appointments. Ex-officio members may include a staff member or representative from public agencies, community organizations, or public at large. Ex-officio members serve at the invitation of the Council and have no vote.

(B) OFFICERS AND THEIR DUTIES. At its first meeting, and annually thereafter, the Board shall elect a Chairman, Vice-Chairman and any additional officers as necessary. The Chairman shall preside at all meetings, appoint all committees with the concurrence of the Board, call special meetings, and generally perform the duties of a presiding officer. The Chairman shall have the right to vote. The Vice-Chairman or a Board member designated by the Chairman shall preside when the Chairman is absent. The agenda for meetings shall be prepared by the Recreation Manager and the Chairman.

(C) PURPOSE AND DUTIES OF THE BOARD. The purpose and duties of the Park City Recreation Advisory Board are as follows:

(1) To advise the City Council and staff on parks and recreation policy as requested by the City Council.

~~(2) To advise the City Council and Staff on parks, recreation and beautification projects as requested by the City Council.~~

(3) To support and promote the policies and programs of the Library and Recreation Departments.

(4) To advise and support staff on staff recommended budget priorities concerning parks, and recreation ~~and beautification~~ projects and programs.

(5) To serve as liaison between the community and public agencies on parks, and recreation ~~and beautification~~ issues within Park City.

(6) To stimulate, and initiate community involvement and support for City Council annual and long term goals and priorities, and all parks, recreation and beautification projects and programs.

(D) **MEETINGS AND PROCEDURES.** The Board may adopt rules and regulations not inconsistent with the law applicable to public bodies for governing of its meeting. Special meetings may be called at the request of the Recreation Manager or Chairman of the Board. A quorum for the transaction of business shall be a simple majority of the Board members. When vacancies occur, a simple majority of the remaining Board members shall constitute a quorum. Minutes shall be kept at all meetings. Closed meetings may only be held for purposes authorized by U.C.A.52-4-5,as amended.

(E) **COMMITTEES.** Special committees for the study of particular issues ~~problems~~ may be appointed by the Chairman, with the advice and consent of Mayor and City Council to serve until they have completed the work for which they were appointed. Each committee shall meet goals and objectives, as delineated by the Chairman, with the advice and consent of Mayor and City Council. Recommendations of committees may be given directly to the City Council. The Chairman of the Recreation Advisory Board shall appoint a chairman for each committee. Nothing herein shall prevent the City Council from directly appointing special committees, which may include Recreation Advisory Board members. *(Ord. 03-__; Ord. 99-50)*

SECTION 3. EFFECTIVE DATE. This ordinance shall become effective upon publication.

PASSED AND ADOPTED this 17th day of April, 2003.

PARK CITY MUNICIPAL CORPORATION

____
Mayor Dana Williams

Attest:

____
Janet M. Scott, City Recorder

Approved as to form:

____
Mark D. Harrington, City Attorney

RECREATION ADVISORY BOARD
Policies and Procedures

1 The RECREATION ADVISORY BOARD (BOARD) is created by Municipal Code of Park City ("Code") Section 2-4-17, attached as Exhibit A and incorporated herein. Nothing in these policies shall overrule any requirement in Section 2-4-17, as amended

2. The Board will advise City Council and staff on parks and recreation policy as requested by the City Council and consistent with the Code. The City Council will refer particular matters to the Board for discussion, public input and recommendations. The Mayor or Council liaison member will communicate the Council's referral of a matter to the Board.

3. The Board shall meet annually with the City Council as part of the Council's visioning workshop, or as otherwise directed by the Council, to receive updated city goals and direction from the City Council.

4. The Chair of the Board shall communicate regularly with the City Council Board liaison member regarding priorities of the Board as they relate to City Council goals. The City Council liaison member will typically report Board progress on matters to the City Council at least once a month. The Board will provide a quarterly progress report to the City Council during work session of a regular meeting.

5. The role of the City Council liaison will be to:
Attend regularly scheduled meetings.
Communicate back to the Board recreation issues brought to Councils attention, or acted on by City Council.
Notify Council of recreation issues brought to the Board by citizens.
Align Board priorities with Council goals.
Be a non-voting member of the Board.

6. The Board may request background information from the recreation staff, but such requests shall typically occur at meetings and information shall be requested by the Board as a whole, and all members of the Board shall receive a copy of the information. Board members will use reasonable efforts to communicate independent research material and ex parte information received from the public to the other Board members.

7. Closed meetings may only be held for purposes authorized by U.C.A. 54-4-5, as amended. A quorum for the transaction of business shall be a simple majority of the Board members. Minutes shall be kept at all meetings.

8. Special Task Forces for the study of particular issues may be created by the Mayor and Council. Task Forces may include members of the Board. They will typically serve for 6 months, or until they have completed the work for which they were appointed. Each Task Force shall meet goals and objectives as outlined by the Mayor and Council. The Task Force will elect a Chair to communicate with the Mayor and City Council. City Manager will approve any staff involvement in these Task Forces.

9. Special committees may be appointed by the Chair, with the advice and consent of the Mayor and City Council. These committees will deal with operational, and capital project issues. City Manager will approve any staff involvement in these committees.

10. Special "Friends" groups may be formed by Staff, with the advice and consent of the Mayor, City Council, and City Manager. These groups may include members of the Board. Staff will communicate directly with Council any Council issues brought to the group. These groups will deal with user specific programming, operational, and capital issues.

11. At its first meeting, and annually thereafter, the Board shall elect a Chair, Vice-Chair and any additional officers as necessary. The Chair shall preside at all meetings, appoint all committees with the concurrence of the Board, call special meetings, and generally perform the duties of a presiding officer. The Vice-Chair or a Board member designated by the Chair shall preside when the Chair is absent. The agenda for meetings shall be prepared and noticed by the Recreation Manager and the Chair.

12. The Board shall also act as a sounding board for new recreation policies and programs. The Board will hear initial proposals by the public for new programs and ideas, unless otherwise decided by the City Council. Prior to initiating staff time or resources on a new program or policy, the Board shall inform the City Council of the matter and request direction on how to proceed and the timing priority of the new matter.

13. The Board may provide annual policy recommendations in conjunction with the City's review of the General Plan with regard to use of City facilities and property for recreation purposes, and recommendations on recreation policies generally.

PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
JULY 17, 2003

Present: Mayor Dana Williams; Council members Peg Bodell, Kay Calvert, Candace Erickson; Jim Hier; and Fred Jones

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Lloyd Evans, Chief of Police; Ken Fisher, Acting Recreation Services Manager; Matt Twombly, Trails and Parks Planner; Mark Christensen, Grants and Budget Manager; Alison Butz, Special Events and Facilities Manager

Recreation Board members Liza Simpson, Carol Shepard, Kris Beer, Rich Miller, and Bob Kwan

Randy Barton, Mountain Town Stages; and Alberto Martinez, La Casita Mexican Restaurant

1. **Joint meeting with Recreation Advisory Board (RAB).** Council member Fred Jones asked for clarification on the status of the City Park Master Plan. Tom Bakaly recalled that about a year ago, the Council reviewed a revised plan where the focus was the location of the basketball court adjacent to the skate park. Other discussion topics included designating Sullivan Road as one-way, closing off the road behind Miners Hospital, and uses at the north end. The Council directed staff to proceed with the basketball court which normally would only require an administrative conditional use approval, but because of the opposition, the project was reviewed by the Planning Commission. The Commission continued the item. The City Manager explained that this project could be reviewed by a committee of RAB and referred to the staff report. As defined, a committee is a sub-group of RAB members appointed by the Chair; a task force is appointed by City Council and could include a RAB member. Jim Hier indicated that he attended the Planning Commission meeting and understood that the Commission would like to have a liaison on the City Park Master Plan committee to advise on compatibility and growth issues. The Commission's concerns were prompted by the Boyles' testimony that the location of the basketball court will magnify the noise problems created by skaters breaking in after hours.

The Mayor felt it appropriate that the new board review the City Park Master Plan again as things have changed from its adoption in 1999 and commented that objecting adjacent property owners were aware of the potential uses in the Park when they developed their rental properties. Kris Beer felt that RAB could review the Master Plan again as long as there is no expectation that it will be implemented this year. Peg Bodell interjected that there are areas of the park that have never been finished that are an eyesore, i.e., behind 7-11 and Vie Retreat. Instead of creating new features and revising uses, she preferred seeing these areas of City Park completed, i.e., sidewalks, gutters, curbs, bike racks, etc.

Ms. Bodell felt it important for RAB to inventory fields, including Quinns Junction and to formulate a plan for neighborhood parks. Candace Erickson believed there should be a clear plan for the north end, before curb and gutter is installed. Ms. Bodell believed there was a plan as fences and driveways were completed for a portion, but improvements ceased at the north end. Ms. Erickson again expressed her concern that the concept may change. As a new member, Liza Simpson stated that she would like to take a long hard look at the Master Plan so improvements aren't made and then torn out later. Peg Bodell clarified that she would like the parking, curb and gutter completed to finish the park. Matt Twombly believed these projects were contemplated in the original plan and in the revisions, but were not a high priority. There was discussion about designating areas for certain age groups and the Mayor expressed concerns about tearing out perfectly good facilities and constructing them again somewhere else. The issues won't be resolved, but relocated.

Fred Jones believed that as a Planner Commissioner and City Council member, he has looked at the City Master Plan at least three times and none have been executed. He asked that RAB look at the Master Plan before any more consultants are hired. He didn't feel it appropriate to drive recreation uses by lack of enforcement. If there are problems created by people using the skate park after hours, that should be remedied and our recreation needs should not be compromised. Recreation Board member Bob Kwan asked for clarification about accountability and authority in executing a plan. The newly formed board will have new ideas. If Council is asking the board to completely revise the Master Plan, that is going to take more time to implement but if there is consensus on some features, those can proceed. Dr. Kwan believed it would be helpful if those projects are clearly identified before RAB considers any issues. Fred Jones also asked for clarification as he recalled the prior board passed on recommendations that the Council endorsed. Tom Bakaly explained that the board used a consultant to revise the plan and presented it to Council a year ago. Because of some concerns, the Council did not adopt the revised plan, however there was Council consensus to relocate the basketball courts in the skate park area. There was discussion about involving the Planning Commission in the planning effort for City Park. The Mayor stated that he doesn't care if the basketball court is built this year and prefers that the new board look at it. Jim Hier referred to Dr. Kwan's question about implementation of the plan and agreed that it has been a problem in the past. He felt it is the Council's responsibility, not RAB, to direct staff to implement the plan once it's developed. Candace Erickson and Peg Bodell agreed. Ms. Bodell stated that the original process was flawed because staff believed that all recommendations of the Wikstrom report needed to be incorporated. She recommended that RAB revisit that report and form a task force on capacity and uses since the public was not involved. The Mayor believed that a committee would be more appropriate to address the Master Plan and could hold public hearings. Ms. Bodell added that surveys could also be used. Kris Beer emphasized that many public forums were conducted on the City Park Master Plan.

The City Manager reiterated that the past board presented a revised City Park Master Plan a year ago. The City Council accepted portions of it and the Planning Commission is raising concerns about the basketball court, which was part of the approval; he asked for direction from Council. As liaison to the board, Candace Erickson agreed with Ms. Beer that there were public meetings and input. There are pieces of land, like the south end, where uses are unidentified and she questioned the concept of placing intense uses next to each other, as problems compound geometrically. Ms. Erickson would like the board to look at uses like basketball, which may have to leave the park. City Park can't accommodate everything for a growing population with growing demands. She agreed that the court can wait. Liza Simpson added that maybe one of the neighborhood parks could be a basketball court and also felt that too much as been crammed in City Park.

Rich Miller acknowledged that this discussion is focusing on individual issues; he hoped that board policies would be addressed and that Council provide direction on whether specific tasks be dealt with through a task force or committee. He suggested that basketball be a task force and perhaps appoint a Planning Commissioner. Council concurred to withdraw the application. Mr. Miller continued that a lot of time and effort was spent on the location of the basketball court and a lot of input rendered. The south end of the park has been an eyesore for years and there was an effort to move adult activities away from the children's area so it could be expanded. There was a lot of thought invested on this concept before it was voted on by the board. Other ideas included a practice area for beginners and a shade component which is necessary at the skate park. Kay Calvert pointed out the benefit of Mr. Miller sharing information with the new board and task force members. The Mayor suggested forming a task force to render recommendations on the City Park Master Plan within a few months. Kris Beer pointed out that a new task force with a Planning Commissioner, newly appointed RAB members, and citizens may take more time to understand the Master Plan than this group and they may have a more difficult time in reaching consensus. Jim Hier suggested forming a hybrid committee by way of recruiting external members. There was discussion about the semantics of describing groups.

Liza Simpson suggested that RAB hold its first meeting and report back to Council. Candace Erickson pointed out the necessity of Council prioritizing projects for RAB and Ms. Simpson agreed that communicating what needs to be addressed immediately is important. The Mayor indicated that ice is his choice but it was pointed out that nothing can be done on this project at this juncture. Jim Hier stated that there is funding set aside for youth but no criteria formulated for its disbursement and there was consensus among Council that this is a high priority. There was discussion about a task force for the Farm trail head. The City Manager clarified that *task force* recommendations, like an inter-local agreement on ice, for instance, would be presented to Council and not RAB. Peg Bodell stated that her first preference is neighborhood parks and establishing a policy and criteria for selection. There was discussion about establishing a philosophy about the purpose of the Racquet Club and creating a maintenance program supported by

RAB. Council felt this is a medium priority. Fred Jones suggested rating the following priorities high based also on timing: youth issues, neighborhood parks, City Park as well as BMX. The Racquet Club and trails are on-going but may not need immediate attention. Council agreed. There was discussion about the need for BMX parks.

In response to a question from Ms. Beer regarding exploring neighborhood parks, Council indicated that types, use, location and a list of existing parks would be useful. Peg Bodell felt it would be helpful to identify needs and to encourage residents to generate the use, gaining stewardship of the project. Also, playgrounds in neighborhoods and partnerships for purchasing property was mentioned. There was discussion about proceeds from the $4 million parks bond being limited to development of parks not acquisition of property for parks and the open space bond monies can not be spent on parks. Jim Hier asked for funding options so that an amount can be budgeted based on availability. Tom Bakaly clarified that ice and parks bonds were issued in 2001 and were originally intended for City Park and an ice facility. Language was added for improvements to parks on existing City-owned land, but not acquisitions. The open space bond was worded in such a way to avoid confusion among voters on the parks bond.

In consideration of the success of the World Series softball tournament in town this year, the Mayor indicated that development of a fields complex should be addressed. Fred Jones felt that the planning for the Quinns Junction complex needs to be completed first. In response to a question from Bob Kwan about existing task forces, the Mayor responded that ice and the Farm trail head groups exist and the Gillmor Parcel and the sewer treatment plant are not organized. It was Council's feeling that proceeding with the sewer treatment plant appointees is not needed at this time. Colin Hilton suggested representation from softball and soccer, etc. for the Gillmor Parcel task force. Fred Jones added that School District participation would also be appropriate. Peg Bodell suggested moving ahead on the Sullivan Road one-way proposal. It was agreed that six is a good number for subcommittees, i.e., golf and tennis and the *friends* groups will report directly to Council but could report to RAB on programs. Kris Beer felt that RAB should not only be informed but involved in recreation-related programs and projects. The City Manager suggested that Council refer appropriate projects to RAB. There was agreement that a liaison from RAB could sit on a *friends* board for communication purposes. Dr. Kwan expressed that groups can result in layers of delegation by having *friends* groups directly reporting back to Council. He pointed out that RAB members have volunteered to assist and may be a reasonable resource for Council to process information. Jim Hier explained that *friends* groups now report to staff and Bob Kwan suggested that RAB hold its first meeting to discuss this issue. Liza Simpson pointed out potential duplication of efforts with groups because of lack of involvement and/or communication. The Mayor cautioned RAB members about the level of time commitment involved with committee work . He thanked them for their input.

DATE: August 28, 2003
DEPARTMENT: Facilities and Special Events
AUTHOR: Alison Butz
TITLE: Olympic Anniversary Celebration
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SUMMARY RECOMMENDATIONS: This report is designed as an update regarding the Olympic Anniversary Celebration.

I. TOPIC

Olympic Anniversary Celebration

II. BACKGROUND

Goal #2, Preservation of Park City Character, states the importance of the Olympic Experience Legacy. In February 2003, the Chamber of Commerce held the first Olympic Anniversary Celebration on February 8, to memorialize the Opening Ceremonies from the Winter Olympics. The 2003 Celebration included a band and activities on the deck of the Town Lift Plaza.

This year both Park City Mountain Resort and Deer Valley Resort are joining in to enhance the celebrations by programming activities around the Chambers proposed activities. Beginning on January 28, 2004, through January 31, 2004, Deer Valley will host a Freestyle World Cup Competition. The Chamber of Commerce begins their week of celebration on February 1, programming activities on Main Street, throughout town and at the Canyons. To finish the week, and coincide with the Olympic Anniversary date, Park City Mountain Resort will throw their 40th Anniversary Celebration.

At this time all three organizations are working on the basics of their event planning. The entire group, along with the City, will meet in September to finalize activities and make sure all the events complement each other. Council will review a Master Festival License Application for these three events in the beginning of October.