PARK CITY COUNCIL WORK SESSION MINUTES
SUMMIT COUNTY, UTAH
AUGUST 9, 2012

Present: **Mayor Dana Williams; Council members Andy Beerman; Cindy Matsumoto; Dick Peek; and Liza Simpson**

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Scott Robertson, IT Manager; Jan Scott, City Recorder; Diane Foster, Deputy City Manager; Jason Glidden, Marketing Manager; Jon Pistey, Ice Arena Operating Manager; Amanda Noel, Ice Arena Front Desk Supervisor; and Bret Howser, Special Projects Manager

Kevin Callahan, Summit County Public Works Director; and Bonnie Park, SBSRD Executive Director

Absent: **Council member Alex Butwinski**

1. **Council questions/comments.** Andy Beerman reported on the Recreation Advisory Board meeting where the design of the memory wall was approved. Improvements to the tennis courts are underway. Mr. Beerman also attended the Planning Commission meeting where the conditional use permit for affordable housing for transit drivers on Iron Horse was approved. Liza Simpson stated that she attended the Summit County Health Board meeting where immunization rates were explained and discussed. She commented on the first wild land community protection plan meeting. Dick Peek relayed that he met with the GreenPark group and reviewed a conceptual housing plan.

Mayor Williams congratulated the Kimball Art Center on a great Arts Festival and commended its partnerships with other non-profits. He acknowledged receiving a few complaints about paying an admission and noted that the KAC did not charge people who had restaurant reservations, for instance, and didn't know the Festival was occurring. This is a City-wide endeavor and he complimented the special events staff. He also complimented Heinrich Deters on his radio interview about Tour of Utah.

2. iPad check-in. Liza Simpson stated that she spoke with Alex Butwinski who would very much like to be a part of this discussion. She felt that all members should be involved in the decision on selecting a pdf application. City Recorder Jan Scott commented that being able to reveal bookmarks and navigate through the meeting packet seems to be an important factor. The Mayor relayed that most applications have a bookmark feature. Dick Peek explained that he has been using iAnnotate and has about 300 files that are annotated and organized into a filing system. He asked if the application is standardized to a different product, is there a way to move his iAnnotate files. Scott Robertson responded that it will probably not be easy and staff will have to research this.

Cindy Matsumoto stated that she does not use an application to read the packet document. Andy Beerman, Liza Simpson and Dick Peek stated that they use iAnnotate. Members thought that Mr. Butwinski also uses iAnnotate. The Mayor indicated that he uses Readle. Ms. Simpson relayed that she has used an earlier version of Readle but not recently and asked about the comment in the staff report about a conflict with Microsoft and Apple. Mr. Robertson explained that there are inconsistencies with the way pdfs are viewed from each platform. Staff is suggesting standardizing the application for Council so that staff can review the meeting packet in that same application.

Diane Foster further explained that the City Manager's staff has iPads so that the meeting packet document can be reviewed with the application before it is published. Andy Beerman pointed out that members may be using different versions of iAnnotate and felt that standardizing the application only solves part of the problem. Some sort of file sharing program would be better like Drop Box for larger files. He asked that this be considered as a future plan and Mr. Robertson felt this is doable. The City Recorder explained the ability to email links for large documents created in Drop Box. Ms. Simpson spoke about the size of Planning Commission meeting packets if iPads are provided to Commission members. Dick Peek felt that the size of files can be reduced and Mr. Robertson agreed but believes this will always be a challenge. Moving to paperless technology saves the City about $18,000 over a four year period. Ms. Simpson would like to better understand the technical challenges and pointed out that simple plat amendment maps often take a long time to download and are hard to read.

Andy Beerman asked if staff uses the same pdf program to create staff reports for packets and Scott Robertson acknowledged that employees have different versions of Adobe Acrobat. In response to a question from the Mayor, Mr. Robertson recommended using Pdf Expert which is highly rated for ease of annotation. It is a Readle product. Ms. Foster felt that since a majority of members are using iAnnotate, the solution may be easy. Mayor Williams suggested there be a demonstration on August 30.

3. Ice Arena update. Jason Glidden pointed out the three-pronged strategic plan. Quality public programming addresses accessibility, variety and high level of customer service. Fiscal responsibility is another goal by utilizing resources efficiently and last is economic development by using the facility as a tool to drive economic benefit to the community. Programs are continually growing and the main goal is to expose people to skating and programs are constantly evaluated with regard to scheduling, cost and content. USA Hockey and USA Figure Skating consistently update methods of teaching and staff is educated at conferences. The local figure skating club has been recognized nationally for attracting new members and Park City has the largest adult hockey program in the state.

Jon Pistey explained that the ice arena received a subsidy of $110,000 this year which represents a cost recovery of 85% or a revenue increase of $86,000 in 2011 and

$190,000 in 2012. Expenses have only increased $128,000 since 2010 which has helped closed the subsidy gap. He noted that the Budget Department has developed a financial tool to assist in planning for the next five years with the goal of reaching a 95% cost recovery level. Staff is recommending small rate increases in 2014-2016. The largest areas of growth for revenue include ice rental, adult hockey leagues, free style, and merchandise sales. Mr. Pistey stated that the rink continues to run smoothly and customers seem happy. In January, a new state-of-the-art electric ice resurfacer was purchased which is very efficient and clean and the quality of the ice has improved. New showers were installed in the locker rooms by staff which represents a savings of about $8,000 in labor. The capital reserve fund is funded by contributions from the Snyderville Basin Special Recreation District and a revised agreement will be presented to the City Council. He stated that some of the rubber flooring will need to be replaced which is now being researched.

Jason Glidden added that the public has requested Wi-Fi access and the infrastructure is now in place. Other improvements to the facility were discussed including leveling the floor, duct work and covering mechanical equipment. In response to a question from Andy Beerman, it was explained that cost recovery is based on operations only. Drift fences were discussed.

Amanda Noel explained that a key initiative for marketing is efficiently using resources and the focus of on-line marketing is using the Park City website and social media. These methods are cost effective and reach many people. Staff is continually evaluating marketing through surveys and collaborating with other Park City recreation outlets for events at a lower cost. She explained educating front line staff about what other municipal facilities have to offer and offering learn to skate programs. Play Magazine is used to promote offerings as well as marketing at community events. Ms. Noel stated that KPCW and the Park Record are also used to attract patrons. Visitors are a little harder to reach and local publications and coupons are used. During the winter season, at least one special event is hosted and there are five regional ice events per year. The summer camps have been very successful bringing in out-of-town families. Park City will be hosting the figure skating competition for the Winter Games this February bringing 280 skaters and their families over three days.

Jason Glidden pointed out that future goals include reducing the subsidy level to 95%. He emphasized that this addresses operations and not capital which will take some time to cover. There is an increase in ice demand and ice revenue is the number one revenue source. Currently the facility is 90% booked out and other revenue streams will have to be examined to reach a 0% subsidy level. Increased ice demand results in decreased service to guests and eventually a second sheet should be considered.

In response to a comment from Cindy Matsumoto, Mr. Glidden explained that a second sheet ranked in the top quadrant of unmet needs and importance to the community. The contributions of $50,000 a year from the Basin are allocated to capital expenses. Jon Pistey added that maintenance costs are forecasted over 40 years. Andy Beerman asked about tracking local and regional users and Mr. Glidden explained that new software is being explored which will better track patrons. He estimated patronage as 30% for Park City proper and the remaining in the Basin and Wasatch County. Amanda Noel felt 70% is local in the summer and 70% to 80% is out-of-town in the winter. The high cost of maintaining open-air rinks was discussed.

4. Wildlife corridor. Kevin Callahan explained the discussion at the County Council meeting where planners cautioned that the corridor may impact the ability to plan the Triangle Parcel but there may be options to explore with UDOT. Heinrich Deters described the project as a moving target. The Triangle Parcel was purchased in 2008 jointly with the County and the purchase agreement and letter of intent govern the property. Those documents refer to a planning process that will involve the County and the City as well as the Boyer Company. The Summit County Triangle Parcel Planning Committee met for the first time in May and the wildlife and recreational underpass proposal from UDOT was received shortly after that meeting. He referred to the wildlife study and the location proposed by UDOT which is based on cost feasibility. UDOT has $700,000 in federal enhancement grants available for the project and the cost estimate is $1.5 to $2 million to construct the underpass. He referred to a possible cost-sharing arrangement with the County, City and SBSRD.

He expressed that while the intent of the proposal is good, the timing might be poor from a planning perspective. The group is currently recommending that this project not be pursued at this time. Mr. Deters stated that UDOT is now describing the corridor as a multi-purpose recreational underpass. The plans identified a trail head and/or park and ride on the Triangle Parcel which has been removed and SBSRD has identified possible options in the UDOT right-of-way for some parking. The County Council basically felt that this is a great opportunity but there is not enough information to provide direction to staff. The most recent proposal includes the same location largely because of the cost of excavation at other locations. The same regional trail connections apply. SBSRD committed to $400,000 and UDOT may have some Region 2 contingency funds that could be added, for a total of $1.2 million. The UDOT Transportation Committee will make a final decision on proceeding with the project by September 1. Mr. Deters stated that staff can return on August 30 with more information.

Kevin Callahan explained that another concurrent UDOT project this fall is wildlife fencing along the west side of the corridor where the main problem is collision with deer while elk seem to avoid the vehicles.

Cindy Matsumoto asked if the cost includes soil remediation. Diane Foster explained that there doesn't appear to be soil contamination. Andy Beerman referred to the cattle crossing which is not used and questioned adding another tunnel. Mr. Deters noted that with the expansion of PRI and the Stoneridge Parcel, the County is experiencing some issues with parking and the Basin is interested in providing some trailhead parking there. A smaller trailhead on the west side of US40 is proposed for regional use and visitors will be directed to the other side.

Diane Foster asked for direction on returning to Council and emphasized that there will likely be a future request to install a park and ride. She asked Council if the City would be willing to contribute funding to the project.

Bonnie Park, SBSRD Executive Director, explained that land may be donated for a trailhead at the end of Highland Drive which will require a conditional use process and a lot of public input is anticipated. She referred to the wildlife collision reduction study and detailed the fencing plan and the location of the crossing. It is hoped that the master plan for the Triangle Parcel would consider the location which works for UDOT because of the grade of US40 there and associated costs. UDOT has proposed a 20 foot wide by 12 feet high tunnel which would daylight in the middle. UDOT is meeting with the Transportation Commission and her Board will be looking at additional funding commitments. SBSRD has about $1.4 million available from bond revenues. This is an opportunity to close the funding gap on the underpass. Dick Peek asked why the tunnel is so large. Ms. Park replied that the idea is to have the underpass inviting and explained that the cattle culvert was part of the Trails Master Plan and was expanded by UDOT. There is some lighting and it is useable but it is not inviting. Another piece of SBSRD's planning perspective relates to the Silver Creek Village development including a 74 acre land dedication for a new community park and a trail connection would be ideal.

Liza Simpson clarified that the $1.4 million includes everyone's contributions and asked about the other UDOT project. Kevin Callahan reiterated that UDOT is installing the fencing and will need to do something because the funds have to be committed by October 1. UDOT would like a decision from the City and the County by September 1. Construction would occur next year and fencing this year. Mr. Deters emphasized that the City has not committed to funding. The Mayor expressed concerns about Mountain Regional's desire to install a pipeline there. He is unsure about the effectiveness of these wildlife tunnels. Mr. Callahan noted that they work for deer but not elk. Dick Peek asked if studies have been conducted on what works best for crossings for wildlife. He referred to the successful landscaped over-crossings in Canada. Heinrich Deters stated that he will forward the study prepared by BioWest to Council. Mr. Peek felt the project should be described as a recreational crossing, not a wildlife crossing. This topic will return to the City Council on August 30 for further consideration.

5. 2030 Long Term Strategic Plan. Bret Howser explained that minor edits have been made to the draft document. A bullet point was added under Park City character relating to adaptive reuses and under regional collaboration, Wasatch County and other entities were added.

Andy Beerman pointed out that the City ranks 85% to 90% in combined good to excellent ratings and he felt the goal should be to push toward the excellence side of things. The Mayor believed that some services are not intended to be expanded and the good rating is appropriate. Mr. Beerman felt that categories are not separated out. The Mayor relayed that good and excellent ratings could be interpreted differently by individuals. Mr. Beerman suggested that they be separated as indicators and the focus should be on excellence since there is such a high level of satisfaction to begin with. Dick Peek felt pushing toward excellence on everything comes at a cost to the City. He asked if there is consensus of using gold, silver and bronze as measurements. Bret Howser acknowledged agreement to use other icons but that has not yet been decided. Mr. Peek referred to blank sample pages in the appendices and Mr. Howser explained that those are just templates and informational and will not be adopted while Council priorities and desired outcomes will be adopted as a part of the plan. The City Manager stated that this will return to Council on August 30.

6. Board of Adjustment interviews. The City Council interviewed Rich Miller.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
AUGUST 9, 2012

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, August 9, 2012. Members in attendance were Dana Williams, Andy Beerman, Cindy Matsumoto, Dick Peek, and Liza Simpson. Alex Butwinski was absent and excused. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Jon Weidenhamer, Economic Development Manager; Jessica Moran, Recreation Program Manager; Bret Howser, Special Projects Manager; Francisco Astorga, Planner; and Mat Evans, Planner.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

None.

III PUBLIC INPUT *(Any matter of City business not scheduled on the agenda)*

None.

IV MINUTES OF MEETINGS OF JULY 12, 2012, JULY 19, 2012 AND JULY 26, 2012

Liza Simpson, "I move we approve the minutes of July 12^{th}, 19^{th} and 26^{th}". Andy Beerman seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

V RESIGNATIONS AND APPOINTMENTS

Consideration of two appointments to the Planning Commission for terms beginning July 2012 and expiring June 2016 and one appointment to fill an unexpired term to July 2014 – Mayor Williams recommended the reappointment of Adam Strachan and Nan Worel and the appointment of Stew Gross, respectively. Dick Peek, "I so move". Liza Simpson seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye

Dick Peek	Aye
Liza Simpson	Aye

VI NEW BUSINESS

1. Consideration of a plat amendment for 80 Daly Avenue, Park City, Utah – The Mayor opened the public hearing; there were no comments. Cindy Matsumoto, "I move we continue the 80 Daly Avenue plat amendment to August 30th". Andy Beerman seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

2. Consideration of an Ordinance approving the PCMC/Richards Annexation – The Mayor opened the public hearing; there was no input. He requested a motion to continue to September 13, 2012. Cindy Matsumoto, "I so move". Dick Peek seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

3. Consideration of a second change order with URS Corporation, in the amount of $20,000, for finalization of a draft plan to address the Prospector Drain, in a form approved by the City Attorney – Liza Simpson, "I move that we approve the second change order with URS Corporation, in the amount of $20,000, for finalization of a draft plan to address the Prospector Drain, in a form approved by the City Attorney". Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

4. Consideration of a Master Festival License for Park City Family Field Day to be held on August 11, 2012 at the PC MARC – Jon Weidenhamer explained that the Recreation Department applied in June which did not meet the deadline application requirements for a MFL but it is a great community event. Jessica Moran explained the health and wellness program at the MARC and the event is intended to reach more

residents in the community. The Mayor opened the public hearing; there were no comments and the hearing was closed. Andy Beerman, "I move approval of the Master Festival License for Park City Family Field Day to be held on August 11, 2012 at the PC MARC". Cindy Matsumoto seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

5. Consideration of a Letter of Intent with Park City Mountain Resort, in a form approved by the City Attorney – Bret Howser explained that the Letter of Intent provides the guidelines for an agreement for the construction of a parking structure at PCMR. It is hoped that the agreement will be considered by the end of the year. Key features include affordable housing on site, timing and phasing and he presented a conceptual design. Consolidating parking, improving circulation and upgrading the transit component are part of the concept plan. Mark Harrington explained that any future formal agreements will be between PCMR and the RDA. The Mayor invited public input; there was none.

Jenny Smith, PCMR, stated that they are excited about the partnership and looking forward to the project. She expressed her appreciation of the efforts the City has made.

Michael Barille, DesignWorks, relayed that they have been working with the Transportation Planner to examine the internal circulation and size requirements for the garage. Some very positive discussions have occurred and user groups and traffic streams will be better defined.

Dick Peek, "I move that we authorize the City Manager to enter into a Letter of Intent with Park City Mountain Resort to pursue a construction agreement for a joint transit and parking facility at the Resort Base". Liza Simpson seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

6. Consideration of a request for placement of benches in Round Valley – Summit Lands Conservancy – Heinrich Deters introduced Megan Fernandez from SLC. This item relates to the Osguthorpe easement fund-raising effort conducted by SLC and the program was approved by Council in 2010. SLC raised the final $1 million for the easement and four benches were auctioned which generated $295,000. The placement

of the benches is governed by the donation policy which identifies the request as a Tier 3 project which requires City Council approval.

The Mayor invited public input; there was none. Andy Beerman, "I move we approve the placement of benches in Round Valley for Summit Lands Conservancy". Cindy Matsumoto seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

7. Consideration of an Ordinance approving the 1103 Lowell Avenue plat amendment at 1103/1105 Lowell Avenue, Park City, Utah – Francisco Astorga explained that the request is a lot combination to remove three lot lines. The character of the west side of Lowell Avenue is different than the east side which is more typical of Old Town. The structure was built in 1978 and he described the configuration of the lots. The duplexes will remain on site and the allowable subdivision is much larger than what the owner is requesting. He pointed out some minor modifications to the Ordinance, identified by Dick Peek, and staff recommends approval, as amended. Mr. Astorga added that the Planning Commission approved the application with a 3:2 vote. The Mayor opened the public hearing.

Hida Turlow, owner of the Silver Belle duplex, was advised that the zoning will remain in place. She stated that the property is in terrible shape.

Dick Peek believed that the lot line adjustment will allow the owners to obtain a building permit to improve the property. With no further input, the public hearing was closed.

Brooke Hontz, Planning Commission member, explained that the HR-1 Zone doesn't fit that side of the street. The application does not represent what is seen in the rest of Old Town or fit the purpose statement of the zone. Some Planning Commission members felt that approval proliferates the existing problem but others felt to be fair and as a practical matter, that it should be approved. There may be restrictions on house size.

Ms. Simpson asked if there was discussion about rezoning that side of the street to fit the built environment. Mr. Astorga indicated that this area will be addressed in the rewrite of the General Plan.

Architect Craig Elliott added that a zone change would involve many property owners to avoid spot zoning and his client did not request a rezone.

Liza Simpson, "I move we approve an Ordinance approving the 1103 Lowell Avenue plat amendment at 1103/1105 Lowell Avenue, Park City, Utah". Andy Beerman seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

8. Consideration of an Ordinance approving the Mine Bench Subdivision, located at 7700 Marsac Avenue, Park City, Utah – Mat Evans explained that the applicant is proposing to subdivide an existing 30 acre parcel into two parcels. The subdivision will memorialize property transactions which have already occurred between United Park City Mines and the Jordanelle Special Service District. The conveyance occurred in August 2002 and since that time staff has worked with the applicants to address the exchange of property. Lot 1 is a smaller two acre parcel and Lot 2 is the remaining land, surrounding Lot 1. The property is located in the ROS Zone where there are no lot requirements. Lot 1 is surrounded and has no street frontage but it has dedicated access. The ROS Zone designation does not require street frontage as long as there is access and the proposal meets the minimum requirements of the LMC; no non-conforming uses are associated with this subdivision. The applicant is proposing to grant an access easement to the City to the Judge Tunnel.

He pointed out that before the plat is recorded, the applicant has been asked that the property be properly assessed for tax purposes. The second issue is water since the impact fees were paid and the water meter set for the original property and other water uses were not contemplated. Mr. Evans suggested that another condition of approval be added that prior to recordation, the plat must be consistent with the Trails Master Plan. Mark Harrington suggested that Condition No. 8 read that any installation of improvements required by the Trails Master Plan must be complete with plat recordation.

Pat Putt, representing the applicant, stated that the findings and conditions of approval, including the additional language proposed for trails, are acceptable. Ms. Simpson asked if the City will receive additional property taxes and Mr. Putt indicated that the applicant will address the assessment to the satisfaction of the City and the outcome is unknown as this point. Mr. Evans understood that this is an on-going issue that is being examined and it was brought to the City's attention. The County has been working with the owner to address the assessment and the City wants it resolved prior to recording the plat. Mr. Harrington explained that since this is a County determination the outcome cannot be defined by the City.

In response to a question from Andy Beerman, Pat Putt commented that he didn't know why the applicant did not go through the subdivision process in 2002. The conveyance occurred prior to the current ownership and related to making sure that JSSD was involved in the maintenance of the tunnel and had the land appurtenant to the areas maintained. Mark Harrington believed the County incorrectly assumed that it was more of a water tunnel transaction when assessing the property. In response to another question from Mr. Beerman, Mr. Harrington explained that there is a kiosk and trailhead requirement in the existing Trails Master Plan. The Mayor opened the public hearing; there was no input and the hearing was closed.

Andy Beerman, "I move we approve the Mine Bench Subdivision located at 7700 Marsac Avenue with an additional Condition of Approval No. 8. Liza Simpson seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

9. Consideration of an Ordinance approving the Ontario Mine Bench Condominiums, located at 7700 Marsac Avenue, Park City, Utah – Planner Mat Evans explained that the application is for a three-unit condominium and the Ordinance addresses the same issues discussed for the previous application. The condominium action divides the existing building on Lot 1 into three units with two owners and there is no new project proposed at this time. Any future projects will require applications and review processes and approval tonight is not related to new development. The CC&Rs will be reviewed by the City prior to plat recordation. In response to a question from the Mayor, Mr. Evans stated that the property is not located within the soils ordinance. Dick Peek understood it is an EPA innovative assessment site but land use decisions will not affect the assessment site.

The Mayor opened the public hearing; and with no comments the hearing was closed. Cindy Matsumoto, "I move that we approve the Ontario Mine Bench Condominiums, located at 7700 Marsac Avenue, Park City, Utah". Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

VII ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned.

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 2 p.m. Members in attendance were Mayor Dana Williams, Andy Beerman, Cindy Matsumoto, Dick Peek, and Liza Simpson. Alex Butwinski was absent and excused. Staff present was Tom Bakaly, City Manager; Joan Card, Environmental Regulatory Manager; Clint McAffee, Water Manager, Michelle DeHaan, Water Analyst; Diane Foster, Deputy City Manager; Tom Daley, Deputy City Attorney, Heinrich Deters, Trails Manager; Brooke Moss, Human Resources Manager; and Mark Harrington, City Attorney. Liza Simpson, "I move to close the meeting to discuss personnel, property and litigation". Cindy Matsumoto seconded. Motion carried. The meeting opened at approximately 3:30 p.m. Liza Simpson, "I move to open the meeting". Andy Beerman seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Absent
Cindy Matsumoto	Aye
Dick Peek	Aye
Liza Simpson	Aye

The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott, City Recorder

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