PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JULY 29, 1999

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, July 29, 1999.

AGENDA

Work Session - City Council Chambers - Lower Level

4:00 p.m.	Council questions and comments
4:20 p.m.	EPA update
4:50 p.m.	Scofflaw policy - parking tickets
5:05 p.m.	Land Management Code amendments - Phase 1
5:35 p.m.	Review of regular meeting

Regular Meeting - City Council Chambers - Lower Level

6:00 p.m.

I ROLL CALL

II PUBLIC INPUT

III COMMUNICATIONS FROM COUNCIL AND STAFF

IV WORK SESSION NOTES AND MINUTES OF MEETINGS OF JULY 1, 1999

V PUBLIC HEARING

Ordinance approving the plat amendment to combine one platted lot and two fragments in the Park City Survey, a portion of Lot 31, all of Lot 2 and a small portion of Lot 1, Block 11, known as 305 Main Street, Park City, Utah

VI CONSENT AGENDA

1. Ordinance approving the plat amendment to combine one platted lot and two fragments in the Park City Survey, a portion of Lot 31, all of Lot 2 and a small portion of Lot 1, Block 11, known as 305 Main Street, Park City, Utah

2. Authorization to allocate $30,000 toward the purchase of a Bombardier BR-180 snow cat for cross-country ski track maintenance, primarily funded by a Restaurant Sales Tax grant

3. Appointment of Shauna Kerr as Mayor Pro Tem from Saturday, August 7, 1999 to Sunday, August 8, 1999

VII NEW BUSINESS

1. Award of contract to Cody in the amount of $103,000 for police computer software, subject to Legal Department approval

2. Development loan to Mountainlands Community Housing Trust in the amount of $40,000

3. Authorization to staff to award pre-qualified professional services contracts for water engineering, design, and planning services in an amount not to exceed $235,000

VIII ADJOURNMENT

Closed Session - City Council Chambers - Lower Level

Personnel

Posted: 07/26/99
See parkcity2002.org

PARK CITY
1884

PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
JULY 29, 1999

Present: **Mayor Brad Olch; Council members Hugh Daniels; Roger Harlan; Shauna Kerr; Chuck Klingenstein; and Paul Sincock**

Toby Ross, City Manager; Rick Lewis, Community Development Director; Bob Stephens, Administrative Services Director; Jodi Hoffman, City Attorney; Tom Bakaly, Director of Capital Projects and Budget; Paul Lammers, Environmental Specialist; Hope Bleecker, Transportation Director; Brian Anderson, Parking Manager; Pat Putt, Planning and Zoning Director; and Kirsten Whetstone, Planner

Planning Commission Members Chris Larson and Bruce Erickson

1. **Council questions and comments.** Paul Sincock reported that he reviewed a preliminary draft of the Cultural Arts Master Plan for which Park City assisted in funding. This will be presented to the City in a form that can be incorporated in the Land Management Code. In response to a request for an update from Mr. Sincock, Rick Lewis explained that the bulb-out planned on the east side of Main Street has a slope that is more severe than anticipated and plans may have to be modified. Work on the bulb-outs will not commence until after the Arts Festival and Miners Park is coming along nicely. The sculpture is being cast and installation is planned for Labor Day. Roger Harlan noted that he was stopped in his vehicle in Park Meadows because of the Novell Senior Golf Tournament. Rick Ryan explained that the check points are set up to protect the residents in Park Meadows from spectators and parking problems, and the plan has been in place for many years. Racquet Club patrons have access to the facility without an access pass. Mr. Harlan continued that the Heber Avenue park is being well used and suggested installing umbrellas for shade. The Mayor stated that he received an article about a community in the east who performed a city-wide Y2K test and felt that the City should take a hard look at doing the same. Bob Stephens, Administrative Services Director, explained that staff has completed testing networking and desk top computers, and software is in compliance with Y2K. The last remaining concerns include the software for dispatch which is being voted upon tonight and the vehicle maintenance program which is scheduled to be updated the end of September. Vendors, like banks, have been submitting letters of compliance to the City and Mr. Stephens clarified the state has a Y2K coordinator who will address compliance by utility providers. The Mayor requested a report on these meetings. Chuck Klingenstein suggested an update to citizens in the water bill.

Chuck Klingenstein expressed his sympathy with the passing of Mike Ferrigno. He reported that he attended a Senior Citizen lunch where facility maintenance concerns were expressed. Council supported supported sending a contribution to the Rocky Mountain Land Use Institute. The trails map is excellent and Mr. Klingenstein thanked everyone involved. Jackson Hole is currently experiencing paid parking debates. Hugh Daniels felt that the People Make The City was a wonderful event, but the noise for Old Town residents by the end of the day was oppressive. To some extent, it was annoying because it lasted from 11 a.m. to 9 p.m., and he suggested acoustic music toward the end of the day. The noise seemed to emanate primarily from the Town Lift plaza area. Mr. Daniels stated that it has been his experience that the increase in Park Avenue traffic may not be from the closure of Heber Avenue, but rather the construction on Woodside Avenue. He again suggested that the 7th Street stop sign be removed.

2. EPA update. The City Attorney reported that EPA has held neighborhood meetings with Prospector residents and has met with the County Commissioners. The Marsac Building and the proposed transit center sit on a portion of the Marsac Mill CERLIS (Comprehensive Environmental Response and Liability Information System) site. This is not a Super Fund site, but an area that EPA demands further inquiry to declare it a Super Fund site or take it off the list. Additionally, EPA has identified 14 potential hazardous material sites within the Weber River watershed in our jurisdiction. The old Park City dump site, the Marsac mill site, the BLM Silver Maple claim site, and Prospector are included; the remaining sites are on United Park City Mines property. Rather than dealing with EPA on a site-by-site basis, EPA and the Department of Environmental Quality (DEQ) are proposing that the City take a watershed perspective. This is more of a geographic than a programmatic description, extending from the Summit County line on the top of Flagstaff down to Thaynes Canyon and over to US40. There was a suggestion from EPA that all stakeholders contributing to the degradation of the watershed enter into a memorandum of understanding, but it was recently agreed to work together and to that end there will be a mediator which EPA will hire. UPCM, EPA and the City will contribute $10,000 each to cover the cost of hiring Michael Hughes who is highly regarded. Ms. Hoffman emphasized that the approach will be more pragmatic than traditional and UPCM seems to be interested and will largely drive whether this process is successful. EPA wants some additional piece of information on Prospector to remove it from CERLIS as it can't be listed on Super Fund. She explained that there are grant possibilities for watershed remediation.

Ms. Hoffman urged Council for direction on authorizing the $10,000 expenditure. In response to a question from Roger Harlan, she explained that the water exceeds Clean Water Act standards and EPA is concerned about the presence of zinc in the Silver Creek channel; zinc is not a threat to human health. Chuck Klingenstein asked for the rationale of funding the mediator at one-third each, when UPCM is the largest stakeholder. Ms. Hoffman clarified that this is largely a public process and other groups like CARG, Summit County Health Department, and others will participate; this approach is to achieve community buy-in to the ultimate solution and the City will be acting as an umbrella to many entities like the Prospector home owners. This will create a source of information and controversy, but ultimately there will be understanding and a buy-in. DEQ is the lead agency although it seems to be largely influenced by EPA. Mr. Klingenstein suggested that the City hire a consultant to take care of these matters, as staff is burdened with pending projects.

Tom Bakaly stated that the City has been working with DEQ and EPA for four months, and the City has completed its testing of the site and ready to enter into the voluntary clean-up program. There is a $2,000 fee which is a retainer for state oversight and the City will be billed for future administrative costs. In response to a question from Shauna Kerr, Mr. Bakaly explained that the remediation plan identifies mutual goals. Shauna Kerr expressed her concern that the performance standards be delineated. The City Manager explained that there will be acceptance by DEQ before the landscaping is installed. The City will submit proposed standards and the only thing at risk is the $2,000 fee. The City Manager emphasized that the City must cooperate and EPA has suggested that it would intervene with our federal grant if the City doesn't participate.

Paul Lammers indicated that state statute dictates that if the applicant can't come to agreement on the plan for remediation with the state, that the parties are free to remove themselves from the process. He clarified that the old Marsac mill site is much larger than the transit center site, and the City has received approval to bifurcate the parcel, deal specifically with the transit center and defer the larger site to a later date. Exporting materials off the site was discussed. Ms. Hoffman noted that DEQ and EPA would really like this clean-up to be successful.

3. Scofflaw policy - parking tickets. Hope Bleecker stated that the Police Department and Legal Department were involved in strengthening solutions for repeat offenders. It is felt that a booting policy will achieve goals and there will be an effort to publicize these efforts, encouraging people to pay fees, before vehicles are immobilized. There may be negative publicity on this policy. The Mayor suggested that people with more than $300 worth of tickets be notified and discussed a large plastic notice on the windshield. The boot should be used as a last resort. Paul Sincock argued that the average offender has $500 worth of tickets and these are people who are willfully and continuously avoiding the paid parking system. Hope Bleecker explained that $300 and above in the data base include 11 people; in the $200 range, there are 139 motorists and the total amount of past due fees amount to $49,966. She added that there was an article in the *Salt Lake Tribune* about this proposed program which may have prompted some people paying fines. The $300 is an average of five tickets which are overdue and most cities surveyed used this number with the boot. This range is also workable for staff who will install and remove the boot; only one boot will be purchased. Roger Harlan agreed with Councilman Sincock and didn't agree with an additional courtesy notice. Chuck Klingenstein stated he would prefer a phased-in approach as the City has prided itself with customer service and would like to maintain that philosophy. Mr. Klingenstein suggested written notice, then the plastic hard-to-remove sticker on the windshield as a follow-up before the boot. Mr. Sincock felt that when the tickets reach $200, the notices should begin. Ms. Bleecker felt that stepping up the noticing procedures is not a problem. Hugh Daniels expressed that if people receive written notice at $200, a lot of these outstanding tickets will be cleaned up initially. If not, proceed with step two and three. Deputy City Attorney Mark Harrington explained that the Legal Department has expressed an opinion to not publish names. If the newspapers want to run the names, they can submit a GRAMA request to the City. There is some liability because there can be an error rate.

4. **Land Management Code amendments - Phase 1.** Pat Putt explained that applying the proposed code to projects has provided an opportunity to see what works, what doesn't, and things that may have been overlooked. This includes (1) the steep slope conditional use permit review, and staff is suggesting to streamline the process by not requiring a public hearing for every application. (2) Measuring building height to final grade in all zoning districts, which is currently only done in the HR-1 and HRL Districts. (3) Lower Park Avenue rezoning; (4) HRL nightly rentals; (5) Establishment of the Frontage Protection Zone (FPZ) along the Rail-Trail. There are private undeveloped estate zone parcels on the south end of the Rail-Trail as well as some undeveloped parcels in the Prospector area. (6) Creation of a public open space/conservation district. This would be different than the ROS zone as natural open space would be differentiated from recreational areas. (7) Maintain the HTO and HR-2 Zone. Mr. Putt felt that addressing these issues will result in a better document in the long-term.

Mr. Harlan asked how many steep lots are left and Mr. Putt explained that a few years ago, there were a couple of hundred undeveloped lots and probably about half are steep. Bruce Erickson added that the Planning Commission would like the CUP process streamlined so that applications can be scheduled on a consent agenda when the staff makes a positive recommendation and the policies have been clarified. Additionally, there are no objections to an applicant or neighbor appealing a staff decision to the Planning Commission. Bruce Erickson and Chris Larson suggested that this process be implemented in a couple of months and not the immediate future.

With regard to standardizing building heights, Shauna Kerr expressed that before this is done, the City needs to determine what it is trying to accomplish. To apply this standard in existing subdivisions that are almost built-out, would not be productive. If this is attempt to address commercial or multi-family structures, then it should be zone specific, and if it is attempting to decrease the height of new houses in neighborhoods where there are taller houses, it is probably an inappropriate goal. Chuck Klingenstein suggested that the Planning Commission spend more time on this issue. Paul Sincock discussed measuring from final grade which can be raised around a structure affecting the height measurement. Chris Larson discussed a hotel specific application that the Commission is currently struggling with, but agreed that this issue could be further studied. Hugh Daniels pointed out that this item was not discussed as a part of public hearings. Ms. Hoffman advised that this is a pending ordinance, but new proposed amendments need to be noticed again.

Pat Putt explained that the Planning Commission recommended establishing a HRM zone north from 10th Street up to 15th to create a unified zoning district on both sides of the street. This involved rezoning some parcels from HR-1 and HCB to HRM. The pending ordinance allows for commercial uses in both rehabilitated historic structures, new structures and non-historic structures with a conditional use permit. Staff is now recommending maintaining the HR-1 zoning to protect historic structures and allowing conditional use permits for neighborhood commercial uses only in rehabilitated historic structure. Traffic and parking continues to be a big issue on Park

Avenue. Paul Sincock brought up boarding houses, and Kirsten Whetstone explained that they are allowed in the RM and are allowed in the HRM as conditional uses. Paul Sincock understood there is an interest in rehabilitating a group of historic homes and converting them into offices as there are tax incentives. Pat Putt explained that an important consideration would be meeting the parking requirement. Paul Sincock pointed out that it is impossible to obtain much parking and office workers could take the bus or park at satellite lots and there should be some flexibility. Bruce Erickson stated that the City Council's objectives for lower Park Avenue are unclear. It is his personal opinion that commercial and office uses could be allowed to promote the preservation of historic structures but should not encroach on the rest of the neighborhood. The Mayor expressed his preference to have Park Avenue residential and Hugh Daniels interjected that there is already a lot of RM there. Bruce Erickson agreed and pointed out there is a distinction between the east and west sides of Park Avenue. The Commission felt that changing the zone from RM to HRM would accommodate some of the design restrictions and concerns from property owners. Chris Larson commented that the Planning Commission received objections about extending the HR-1 zone past 12th Street because of the existing RM zone and uses. There was no consensus about commercial uses on Park Avenue on the Commission. He added that the HRM was a solution to the zoning district. Mr. Putt continued that the Mike Hale and Snug Building site is HCB and would be rezoned to HRM. HR-1 is consistent on both sides of the street from 10th to 12th Street with the exception of the Cattle Company property and the blue house next door. If this is rezoned to HR-1 there would not be an opportunity for office uses. Bruce Erickson urged Council to provide guidance on the Park Avenue zoning and direction to additional commercial on lower Park Avenue. Hugh Daniels expressed concern about the houses that would become HRM and RC that should be HR-1. Mr. Erickson explained that the Commission struggled with making a distinction between a 7-11 and a local bakery, for example. Ms. Kerr questioned if an office use would fit in the category of neighborhood commercial. There was discussion of allowing commercial only in historic structures. The Mayor interjected that Bad Ass Coffee attracts patrons well beyond a neighborhood use, and is a proponent of keeping as much of Park Avenue HR-1 and non-commercial as possible. Roger Harlan believes that not providing parking as a business would contribute to its failure and supported the residential concept. Paul Sincock discussed the concept of a non-profit center occupying a group of historic homes and Chuck Klingenstein emphasized that a conditional use runs with the land. The City Attorney felt the City properties could be zoned recreation open space or public open space.

Pat Putt described the history of nightly rental in the HRL zone where historically it was a conditional use but became a permitted use in 1987. Staff is recommending that nightly rental be a conditional use in this zone, but grandfather nightly rentals that have a business license in a legal structure. Council concurred with this solution and supported the frontage protection zone and creation of a public open space district.

With regard to maintaining the HTO and HR-2 zone, Ms. Whetstone through illustration of a map, explained the HTO zoning districts. The point of rewriting the zone was to clarify confusion and staff is proposing eliminating the overlay zone and creating a new HR-2 zone which incorporates the HR-1 zone as the base and allows additional features of the overlay zone. Any use on the east side of Park Avenue that is above-ground is HR-1 and she discussed subterranean commercial uses that would be allowed if there was no access to Park Avenue or Main Street. There was discussion about Main Street commercial creeping into the Park Avenue neighborhood, i.e., dumpsters and parking lots. Bruce Erickson stated that he would support leaving this amendment alone. Chris Larson expressed lack of clarity on this issue by the Commission. Mr. Erickson believed there are a couple of special cases that can be worked through and if eliminating this from the revised code would expedite the process, it should be eliminated. Pat Putt added that there is an upper Park Avenue home owners association being formed. Mr. Sincock felt that the parking lots are a difficult problem since parking is needed for businesses. Hugh Daniels felt that parking lots could be softened with landscaping and perhaps the Planning Commission should look at this again. Shauna Kerr felt this could be left on the table, and move the rest of the revised code forward. Ms. Whetstone explained another option for the HR-2 zone. Chuck Klingenstein suggested that the Planning Commission also consider the City's affordable housing policies in its review.

Prepared by Janet M. Scott

PARK CITY 1884

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JULY 29, 1999

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, July 29, 1999. Members in attendance were Brad Olch, Hugh Daniels, Roger Harlan, Shauna Kerr, Chuck Klingenstein, and Paul Sincock. Staff present were Toby Ross, City Manager; Meg Ryan, Planner; Lieutenant Rick Ryan; Tom Bakaly, Director of Capital Projects and Budget; Eric DeHaan, City Engineer; and John Lind, Water and Street Superintendent.

II PUBLIC INPUT

The Mayor invited the public to comment on any matter of City business not scheduled on the agenda. Hearing none, the public input session was closed.

III COMMUNICATIONS FROM COUNCIL AND STAFF

Cultural Arts Master Plan - Hugh Daniels reported that the grants subcommittee reviewed the Arts Council request for $8,750 to fund the Arts Master Plan, discussed by Council at its meeting of November 12, 1998 where requirements were outlined for the grant approval. Mr. Daniels stated that the Arts Council has substantially met the requirements, but not totally. The minutes don't state that the committee has the authorization to allow the grant to go forward. The RFP was performed with a provision to implement public art guidelines for the Land Management Code and General Plan, and establish policies and procedures for art in public places. The Art Council has contacted two mayors, but did not contact all of the county cities, as requested. The preliminary draft of the master plan does not contain the guidelines, policies, and procedures requested by the City, but the Art Council obtained funding by the County Commission, NEA, and The Canyons. The committee is concerned that the City receive useable public art guidelines for the LMC and the General Plan and policies and procedures for art in public places. The committee is recommending that half of the $8,750 be granted and the other half upon completion. Paul Sincock asked if the County Commission will be adopting similar art in public places provisions, and Joanna Charnes of the Art Council indicated that it is and the east county mayors are supportive of this concept. There was discussion about the master plan and the art in public places section which will probably be an addendum. Paul Sincock felt it would be helpful if there is a work session presentation by the consultants. Peg Bodell of the Arts Council added that they will be meeting with the planning departments at the City and Summit County.

The City Council concurred that half of the amount could be released at this time.

2. Construction update - Rick Lewis reported that staff will meet with the contractors in the Main Street area tomorrow to discuss parking and the impacts on merchants.

3. Art for the transit center - Tom Bakaly reported that there was a quick turn-around time for the RFPs for art in the transit center. The selection committee is recommending that there be more time afforded to this project and informed Council that the bids will be rejected and the project readvertised.

4. Film series - Arts Council - Mark Harrington reported that he met with the Arts Council on the film series. The Arts Council is in full compliance with the terms of its agreement, and has paid the City a total of $10,700 for the year; the City is pleased with the continued success of the program. The Arts Council is proposing a separate non-profit group that will be responsible for the management of the Film Series and the City will be involved in that process. He explained that a task force has been formed and once the entity has been created, there will be assignment of the contract. There are requests that a representative of the City sit on the Board and some changes to the contract. This issue will be coming back to Council. Mr. Harrington asked if Council had any major concerns about this transition; there were none. Paul Sincock reported that the Arts Council was successful in receiving a grant for DVD equipment, which will greatly increase capabilities and quality of the Film Series.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF JULY 1, 1999

Chuck Klingenstein, "I move approval". Paul Sincock seconded. Motion unanimously carried.

V PUBLIC HEARING

Ordinance approving the plat amendment to combine one platted lot and two fragments in the Park City Survey, a portion of Lot 31, all of Lot 2 and a small portion of Lot 1, Block 11, known as 305 Main Street, Park City, Utah - Meg Ryan, Planner, explained that this is a request to combine HCB and HR-1 lots and under the existing code, the applicant would be allowed to expand the rear portion of the building, but under the proposed code, this would be disallowed. The other half of the building is currently under construction. The Planning Commission has forwarded a positive recommendation. Hugh Daniels expressed his confusion regarding the proposed HR-2 zone which allows subterranean expansion (see work session notes). There was discussion of the 301 Main Street application which went to the Board of Adjustment and granted approval to expand because of setback adjustments. She reiterated that the new code would preclude that and zone the property HR-1. Mr. Daniels urged staff to clarify amendments to the code as he is not interested in commercial expansions on the east side of Park Avenue.

Susan Jones, owner of the Meyers Gallery, stated that her parents owned the property for 30 years. Her concern is being landlocked and she would like to utilize the space which is about 25' x 25'. It is not financial feasible for her to expand subterranean. In response to a question from Roger Harlan, Russ Jones indicated that the part of the expansion would be used for storage and retail. Ms. Jones indicated that they didn't know about the proposed zoning until they were well into designing the expansion.

VI CONSENT AGENDA

The Mayor requested a motion to approve. Shauna Kerr, "I so move". Chuck Klingenstein seconded. In response to a question from Paul Sincock, Pace Erickson replied that the lease of the Bombardier has not been arranged with White Pine Touring to date, but will be discussed next week. Ms. Kerr asked if this purchase has a close enough connection with the golf course to pay for it with Golf Course Funds. Mr. Erickson believed there is as it can be used to remove snow and prepare the greens so that the course is playable a lot sooner in the spring. This will also save money in reseeding portions of the course because the ice will be removed earlier. Motion carried unanimously.

1. Ordinance approving the plat amendment to combine one platted lot and two fragments in the Park City Survey, a portion of Lot 31, all of Lot 2 and a small portion of Lot 1, Block 11, known as 305 Main Street, Park City, Utah - See staff report and public hearing.

2. Authorization to allocate $30,000 toward the purchase of a Bombardier BR-180 snow cat for cross-country ski track maintenance, primarily funded by a Restaurant Sales Tax grant - See staff report.

3. Appointment of Shauna Kerr as Mayor Pro Tem from Saturday, August 7, 1999 to Sunday, August 8, 1999 - Staff recommends approval.

VII NEW BUSINESS

1. Award of contract to Cody in the amount of $103,383 for police computer software, subject to Legal Department approval - Lieutenant Rick Ryan explained that in September 1998 a representative committee was formed and nine different systems were evaluated, which were narrowed down to four. On-site visits were conducted and the Cody system was selected; the cost includes core software, additional modules, installation, training, data conversation, and support. He explained that $100,000 was budgeted and the remainder will come from the Technical Services budget. The current system has been in place since 1987. The Cody system will provide dispatch and records management services.

The Mayor requested a motion to approve the contract. Shauna Kerr, "I so move". Paul Sincock seconded. Motion unanimously carried.

2. Development loan to Mountainlands Community Housing Trust in the amount of $40,000 - Tom Bakaly explained that this is a predevelopment loan and there are sufficient funds in the affordable housing CIP account. The loan would be used for costs related to the acquisition of the Holiday Village Apartments, financing, and preservation of 80 units of affordable housing. This would provide MCHT to draw-down on $40,000 at 5.5% interest; repayment is due in six months. If for some reason the acquisition does not take place, MCHT would probably approach the City to extend the term of the loan. Shauna Kerr, "I move approval". Chuck Klingenstein seconded. Motion carried unanimously.

3. Authorization to staff to award pre-qualified professional services contracts for water engineering, design, and planning services in an amount not to exceed $235,000 - City Engineer Eric DeHaan indicated that a number of projects in the capital improvements budget need to move forward and there should be protection of existing sources so that they aren't damaged during development. He discussed the reconstruction of Boothill Tank, updating the supply versus demand report from 1994, and improvements to the water treatment plant. John Lind explained the new filter which would reduce arsenic in the water. Mr. DeHaan referred to the impacts of the Flagstaff development, Weber Basin water project, and inspection services for developer installed infrastructure. He added that the staff solicited statements of interest and qualifications and there are many firms interested in working with the City. There were eight responses and four were interviewed including Montgomery Watson, Entranco, EWP, and Corollo Engineers. Some are regional and some are international firms and their expertise varies. Staff is recommending that the City establish a pool of engineering firms including Entranco, EWP, and Montgomery Watson. Mr. DeHaan referred to his staff report and explained that it will be funded through the capital budget and operating budget. John Lind pointed out the merit of having a pool of contractors available. There was discussion about these firms cooperatively working together.

Paul Sincock, "I move approval of Item 3 under New Business". Roger Harlan seconded. Motion unanimously carried.

VIII ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned and a closed session convened.

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MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 7 p.m. Members in attendance were Mayor Brad Olch, Hugh Daniels, Roger Harlan, Shauna Kerr, Chuck Klingenstein, and Paul Sincock. Chuck Klingenstein, "I move to close the meeting to discuss personnel. Roger Harlan seconded. Motion carried unanimously.

The meeting opened at approximately 9 p.m. and the closed session was continued to 3 p.m. on Friday, July 30, 1999.

STATE OF UTAH)
ss.
COUNTY OF SUMMIT)

CERTIFICATE OF CLOSED SESSION
CITY COUNCIL OF PARK CITY, UTAH

As presiding officer of the City Council of Park City, Utah, I hereby certify that the closed session meeting held by the City Council on July 29, 1999, was held pursuant to Section 52-4-5(1)(a)(I) to discuss the character, professional competence, or physical or mental health of an individual.

DATED this ____ day of ________, 1999.

Bradley A. Olch

Mayor Bradley A. Olch

Subscribed and sworn before me this 2 day of September, 1999.

NOTARY PUBLIC
JANET M. SCOTT
445 Marsac Ave. P.O. Box 1480
Park City, Utah 84060
My Commission Expires
March 11, 2000
STATE OF UTAH

Janet M. Scott

Janet M. Scott, Notary Public

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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

PARK CITY SUMMIT COUNTY UTAH CORPORATE Seal MARCH 1, 1884

Janet M. Scott

Janet M. Scott, City Recorder

PARK CITY

1884

COUNCIL AGENDA REPORT

DATE: July 15, 1999
DEPARTMENT: Public Works
AUTHOR: Brian Andersen, Parking Operations Manager BJA 7/12/1999
Hope Bleecker, Transportation Director HEB 7/12/1999
TITLE: Repeat Offender Collection Policy
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: Provide direction on a collection policy for repeat parking offenders who have accrued over $300 in parking fines.

DESCRIPTION:

A. Topic. Repeat Parking Offender Fine Collection Policy.

B. Background. The paid parking program has been in effect for eighteen months. During that time, an opportunity for local motorists to learn about and to understand the parking system has been afforded. Employees and citizens are provided with a sufficient amount of ample parking in the paid areas during most hours that the program is in effect. As an alternative to pay parking, options are available for both free and discounted parking.

Parking fines and fees are treated as administrative violations in the Park City Municipal Code. A fine schedule for the parking violations is attached. The current collection procedure is jointly managed by the city parking staff and Ampco and their subcontractor. The policy calls for motorists to pay a parking fine within 30 days. Motorists are informed every 30 days by a total of three notices. A first notice is issued within 30 days and the fine escalates to $7. Two subsequent notices are issued with $20 increases in fine amounts each time the notice is sent. If a parking ticket is not paid after the third notice, it remains in the data base uncollected and no further action is pursued by the City.

The collection rate of ticket payments versus ticket issue for the first two quarters of the 1999 annual year is 66%, which is a significant increase over the 1998 annual collection rate of 55%. This increase has resulted from the yellow card program. There are 60 auto tags which are associated with parking fines greater than $300 in value. (The total of outstanding repeat offender fines is

$30,970 which includes graduated penalties and face value ticket fines.)

A tiered notification and collection process would appropriately warn repeat offenders that they are at risk for additional penalties and would discourage continual abuse of the parking regulations. The table below illustrates a tiered notification and collection process which would be applicable to Park City.

Recommended Process of Repeat Offender Collection

Step No.	Value of Tickets	Action
1	$300	a) Notice to the motorist by mail of a 15 day remedy period
2	$300	a) Park City issues *pay within 72-hour envelope* with ticket on the automobile
3	$300	a) Boot lock , tow, or other collection action b) Collect penalty

Staff reviewed three methods of dealing with repeat offenders.

Booting - This approach would involve parking enforcement officers attaching boots to repeat offender cars. The Transportation Division would issue "pre-boot" tickets after following step one in the recommended tiered notification and collection process. The motorist would be allowed 72 hours (three business days) to contact the Transportation Division. If the owner of the car failed to respond, a boot would be employed. The Transportation Division would remove the boot after collection of the fines. Boot locking and removal would occur during normal business hours Monday - Friday between 8 a.m. and 5 p.m. The car would be assessed a fifty dollar lock fee which would be factored into the overall collection. Cars subject to boot lock for longer than 24 hours would be turned over to the police department for towing. An additional fee would also be assessed if the car had to be towed.

It is anticipated that booting would result in prompt payment of parking tickets, and would be a highly effective means of reducing violations among other offenders because of visibility of the lock device. The disadvantages would be the "hostile appearance of boots" in the Main Street District and associated negative publicity. There may also be an unfortunate effect of targeting innocent motorists in cases where there are several drivers of a single auto. Although this would be a rare instance, there will be cases in which a driver is penalized for the fault of another motorist, even with the noticing procedures which are outlined above.

Towing - Currently towing is a function which is jointly handled by the Police Department and Parking Enforcement. Examples of violations covered in the code which justify towing are fire lane parking, blocking driveways, and other instances in which safety and security of the public is at risk because of inappropriate parking. A towing policy is not recommended as a third step in parking collection because it is doubtful that sufficient impound space would be available and easily accessible during peak times. The booting policy is not mutually exclusive of towing support. Staff would recommend that if cars were towed because of parking fines, they should be taken to the City impound yard for purposes of streamlining car retrieval.

Court Action - This approach would involve transfer of all cases which exceed $300 to the Third District Court, in which case the actions would be punishable misdemeanors. In this process, a claim would be filed by Park City. If the repeat parking offender failed to appear, the court would issue a warrant of arrest. A notice would be sent to the individual's posted address. If address information were incorrect, warrants served by the Third District Court might be easy to avoid and it would be doubtful that repeat offender problems would be minimized as a result.

The Utah State Driver's License Division can suspend Utah Driver's licenses for failure to appear in court or to post bond. The follow-up required by the motorist would be a court appearance and payment of the fine in full in order to have the violation expunged from their record. This approach would require strong support from the Third District Court which currently handles a heavy caseload. Whereas initiating warrants through the Court is an alternative, parking fines would not be prioritized over other types of cases and it is presumed that the process would be cumbersome for the Court and ineffective for the City as well.

Department Review. This proposal has been forwarded to the Police Department, the Legal Department, the Office of Capital Management and Budget, and the City Manager. The Citizens Advisory Committee on Parking has discussed the issue and endorses the booting alternative.

ALTERNATIVES:

A. **Implement a City booting policy for parking offenders who have accrued more than $300 in parking fines.**

B. **Implement a City towing policy for parking offenders who have accrued more than $300 in parking fines.**

C. **Implement a policy under which the Third District Court issues warrants against parking offenders who have accrued more than $300 in parking fines.**

D. **Do Nothing.**

SIGNIFICANT IMPACTS:

A. **Boot Policy** - A booting policy has the advantages of increasing the effectiveness of existing enforcement. Visibility of boots typically brings excellent compliance among other users of parking systems. However, boots would also bring the disadvantage of the appearance of a "hostile" parking policy. Staff would have to be trained to handle difficult and angry customers whose cars were booted. The boot would result in poor publicity but in less risk for liability of damage to the vehicle on the part of the City than if towing were implemented after warnings were issued.

B. **Towing -** A towing policy also has the advantages of increasing the effectiveness of existing enforcement. Towing is less visible than a boot and would probably be less effective in encouraging other motorists to comply with parking regulations. Towing as a sole measure of dealing repeat offender problems poses a higher liability risk on the part of the City in the event that a car is mishandled.

C. **Court Action -** Initiating collections through the Third District Court would be less effective for collection and compliance than the two alternatives listed above. The process would involve warrants mailed by the Third District Court. A city parking representative would have to be present at all court hearings. The fees would be split between the State and the City when and if collected. If the motorist failed to appear in Court, the State would suspend the Driver's license. It is doubtful that the repeat parking offender issue would be solved most effectively by this alternative.

D. **Do Nothing** - This would result in continued and perhaps escalating noncompliance of the parking regulations. If this approach were to be taken, staff would recommend that enforcement should be scaled back significantly and the Council should consider changes in parking regulations.

<u>CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION</u> : Continued and escalating violation of the parking regulations by some local motorists.

<u>RECOMMENDATION</u>: **Provide direction on a collection policy for repeat parking offenders. Staff recommends adoption of a booting policy for repeat parking offenders who have accrued parking ticket fines equal to or in excess of $300. If Council were to agree to this, language would be added to Section 9 of the current municipal code to provide for the new policy. The code revisions would then be submitted by the legal department for Council review.**

Park City Parking Ticket Fine Schedule

	Meter Violation	Parking Violation	Disabled Violation
Initial Fine	$ 15.00	$ 25.00	$ 150.00
1st notice after 30 days	$ 22.00	$ 32.00	$ 157.00
2nd notice after 60 days	$ 42.00	$ 52.00	$ 177.00
3rd notice after 90 days	$ 62.00	$ 72.00	$ 197.00
Maximum	$ 62.00	$ 72.00	$ 197.00

PARK CITY
1884

CITY COUNCIL STAFF REPORT

DATE: July 26, 1999
(July 29, 1999 Meeting)
DEPARTMENT: Planning and Legal Departments
AUTHOR: Patrick Putt
TITLE: LMC Re-Write Phase 1; Section 1: General Provisions/Procedures, Section 2: Definitions, Section 7: Districts and Regulations, Section 12: Non Conforming Uses and Section 13: Off-Street Parking.
TYPE OF ITEM: Work Session

SUMMARY RECOMMENDATIONS: Provide Staff and Planning Commission direction on specific modifications to the Land Management Code phase I draft.

Staff has scheduled a Council work session for the Land Management Code Phase I amendments to discuss additional modifications. Staff and representatives from the Planning Commission will be present to discuss several changes and/or alternatives to specific sections of the proposed code. Having had the opportunity to work with both the old and new code during the past several months, Staff and the Planning Commission wish to have the Council consider and give direction on the following items.

These are new issues and have not been discussed before in any of the previous Planning Commission or Council public hearings. Staff has scheduled the work session to allow for discussion and Council input prior to making any modifications to the LMC document and scheduling public hearings and possible action.

1. **Steep-Slope Conditional Use Permit Review in the HR-1 and HRL Districts:** The Planning Commission has expressed a concern that having to review all steep-slope CUPs may be unnecessarily time consuming for the commission and redundant to the efforts of the Planning Staff and the Historic District Commission. Two

alternatives are available to help streamline the process for the benefit of Staff, Planning Commission, and the community:

a. Modify the code to have CDD staff review and take action on steep-slope CUPs. The Planning Commission would only review steep-slope CUP applications in cases where the applicant appeals a Staff decision, the applicant requests a Commission review, or written concerns/appeals are received from (noticed) adjacent property owners.

b. Modify the code to have CDD staff review and take action on steep-slope CUPs with consent calendar review by the Planning Commission. This alternative does require Planning Commission review/public hearings on all applications, but allows the Commission to call-up projects if necessary.

2. **Measuring Building Height to Final Grade in all Zoning Districts:** The Planning Commission and Staff wish to discuss the concept of measuring building height to final grade in all zoning districts. Currently, this requirement only applies to the HR-1 and HRL Districts. Outside the HR-1 and HRL Districts, structures may comply with the height requirement of the zone (measured to natural grade), but due to excavation, have a greater/perceived overall height.

3. **Lower Park Avenue Rezoning:** The current LMC draft rezones the HR-1, HCB, and RM zoning along lower Park Avenue to HRM. The current draft allows for neighborhood commercial uses in historic, non-historic, and new structures with a conditional use permit. The Planning Commission and Staff wish to discuss the alternative of maintaining the HR-1 zoning on the west side of lower Park Avenue, as well as only permitting neighborhood commercial uses in rehabilitated historic structures.

4. **HRL Nightly Rentals:** The Planning Department and Commission wish to put forward an alternative for the issue of nightly rentals in the HRL District. The proposal would require a conditional use permit for nightly rentals in the HRL. Any legally-established nightly rental which existed prior the adoption of the new code will be allowed to continue as a nightly rental use. This proposal is consistent with the original HRL district uses. The HRL district was created by way of Ordinance 83-13 on August 26, 1983. Nightly rentals and lockout rooms at this time were conditional uses.

At the January 14, 1987 Planning Commission meeting, Staff made a recommendation to the Council to adopt an ordinance to the Land Management Code to make nightly rentals and Lockout rooms in the HRL zone a permitted use rather than a conditional use. The Planning Commission voted unanimously to forward a positive recommendation to the City Council at this meeting.

On January 22, 1987, Council voted to adopt Ordinance 87-2 an ordinance amending the Land Management Code to make nightly rentals and lockout rooms a permitted use rather than a conditional use in the HRL zone.

5. **Establishment of the Frontage Protection Zone (FPZ) Along the Rail Trail:** A considerable amount of undeveloped, Estate-zoned property exists along the Rail Trail between Bonanza Drive and the City boundary to the east. The Planning Commission and Staff would like to discuss applying the FPZ along the Rail Trail to help preserve and buffer the scenic corridor along the trail/State Park.

6. **Creation of a Public Open Space/Conservation District:** Staff and the Planning Commission find that the a zoning district should be created for the sole purpose of maintaining undeveloped open space, wildlife, and trail corridors apart from the ROS zone.

7. **Maintain the HTO and HR-2 Zone:** Staff requests the City Council reconsider their recommendation to delete the HR-2 district from the east side of Park Avenue. At the worksession, Staff would like to explain in more detail the pros and cons of the new HR-2 zone. Staff is looking for direction from Council on specific ways to strengthen the intents and purposes of this transition district. The purpose of the proposed HR-2 zone is to recognize the transitional nature of properties adjacent to the Main Street commercial district; to encourage and provide incentives for the adaptive reuse and renovation of Historic Structures; to provide opportunities for small scale, pedestrian oriented, retail space on upper Main Street and Swede Alley, and to recognize existing lot ownership patterns that cross zoning lines. The objective of the re-write of the HTO and HR-2 overlay zones was primarily to clarify and simplify zoning regulations pertaining to these transition areas. These areas include the east side of Park Avenue south of Heber Avenue, upper Main Street to Hillside, the east side of Swede Alley, and City property located between Marsac and Swede Alley. Previously the LMC included zoning districts and overlay districts to regulate uses and development in these areas. Often the overlay districts conflicted with the surrounding uses and the language was confusing, making it difficult to identify how development could occur and what uses were permitted.

In addition, the overlay solution did not adequately address inherent differences in these areas. The area east of Park Avenue is residential in character although it transitions to Main Street. Swede Alley and Upper Main Street are not as residential in character as these areas relate more directly to Main Street uses and activities in terms of access, circulation, service, and parking. City owned properties, such as the Sandridge parking logs, China Bridge parking structure, and the Marsac building are different in character as well.

Recommendation: The Staff is seeking input and direction regarding the proposed modifications. All Council-directed modifications will be made to the draft LMC document after which a public hearing and possible action will be scheduled.

PARK CITY
1884

CITY COUNCIL
STAFF REPORT

DATE: July 29, 1999
DEPARTMENT: Community Development
AUTHOR: Megan B. Ryan
TITLE: 305 Main Street
TYPE OF ITEM: Plat Amendment Request

SUMMARY RECOMMENDATIONS: Conduct a public hearing, consider public input, and consider the Planning Commission's positive recommendation to the City Council to combine1 platted lot and two fragments into one as conditioned.

DESCRIPTION

A. Project Statistics

Owners: Russell and Susan Jones
Location: 1 platted lots and two fragments in the Park City Survey, a portion of Lot 31, all of Lot 2 and a small portion of Lot 1, Block 11 Zoning: HR-1, HCB and HTO
Adjacent Land Uses: Commercial, Residential

B. Background/ Analysis

The Planning Commission voted to forward a positive recommendation to the City Council on the proposed plat amendment at their meeting of July 14, 1999.

The applicant owns one lot, and a fragment of a lot, in the HCB and a portion of one lot in the HR-1. The HCB lot is 25 x 75 and the HR-1 lot is 25 x 25. A historic structure sits on the HCB lot. The HR-1 lot is vacant and is less than the required minimum lot size for the zone

The applicant, represented by David White, is requesting a plat amendment that would combine the lots into one 25 x 100 lot.

Issues for Discussion:
1. Is there good cause to combine Lot 2 and the fragments to allow for a potential addition to the Historic structure?
Staff: The Land Management Code is currently undergoing revisions that make the

development potential on the newly created lot variable at this time.

The creation of one lot by this plat amendment would allow for the potential addition onto the rear of the historic structure under the current code. The current code requires Historic District Commission and Planning Commission review and approval for any addition to the commercial structure under the HTO/HR2 overlay zone. A similar addition was approved on the adjacent property at 301 Main Street and is currently under construction. The new code at the Planning Commission level contemplated maintaining the HR2 overlay as a new zone that would guide and allow for commercial development on the remaining lot.

The Council recently discussed removing the HR2 zone and just maintaining the current underlying zone of HR1 on this area. Final zoning determination of this nature may preclude additions onto the commercial structure. The Council is scheduled to discuss the Land Management Code changes on July 29, 1999. In addition to outstanding zoning issues, access to construct the addition will be extremely difficult. Mitigation plans will be an important component of any approval for an addition.

C. Department Review

The Community Development Department and the City Attorney's office have reviewed this report.

D. Notice

Notice was mailed to property owners within 300' on June 28, 1999. No input has been received at the time of this report. No input was given at the public hearing.

ALTERNATIVES

A. Approve the plat as conditioned.

B. Deny and direct staff to prepare findings.

C. Continue and direct staff as to further information.

SIGNIFICANT IMPACTS:

If approved the plat will create one parcel. Uses will be dictated by the Land Management Code.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

If the plat is not amended the owners could not construct any structure across property lines.

RECOMMENDATION:

Conduct a public hearing, consider public input, and consider adopting the attached ordinance to combine 1 platted lot and two fragments, into one parcel based on the following:

Findings:
1. The property is located in the Historic Residential District (HR-1), the Historic Commercial Business, (HCB) and the Historic Transition Overlay (HTO) districts.
2. The property consists of one 25 x 75 and one 25 x 25 platted lot. A historic building exists on the 25x 75 lot. The 25 x 25 lot is vacant. There is also an encroachment onto Lot 1 which is also included in the proposal.
3. The owner proposes to combine the two lots into one parcels. An addition could occur on the newly created lot subject to Historic District and Planning Commission approval. Access to the HR-1 parcel is limited.

Conclusions of Law:
1. There is good cause for the revision as the combination will create one parcel under the same ownership.
2. Neither the public nor any person will be materially injured by the proposed plat revision.

Conditions:
1. City Attorney and City Engineer review and approval of the amended plat for compliance with Land Management Code, Utah State Code and these final conditions of approval is a condition precedent to plat recordation.

2. This approval shall expire within one year from the date of City Council approval if the plat has not been recorded.

3. A construction mitigation plan will be required with any building permit submittal.

EXHIBITS:
Exhibit A - Location Map
Exhibit B - Existing Parcels
Exhibit C - Proposed Plat
Exhibit D - Ordinance

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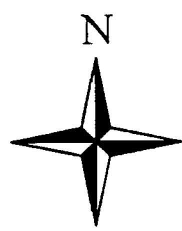
305 Main St

PARK CITY 1884

Exhibit A
Vicinity Map



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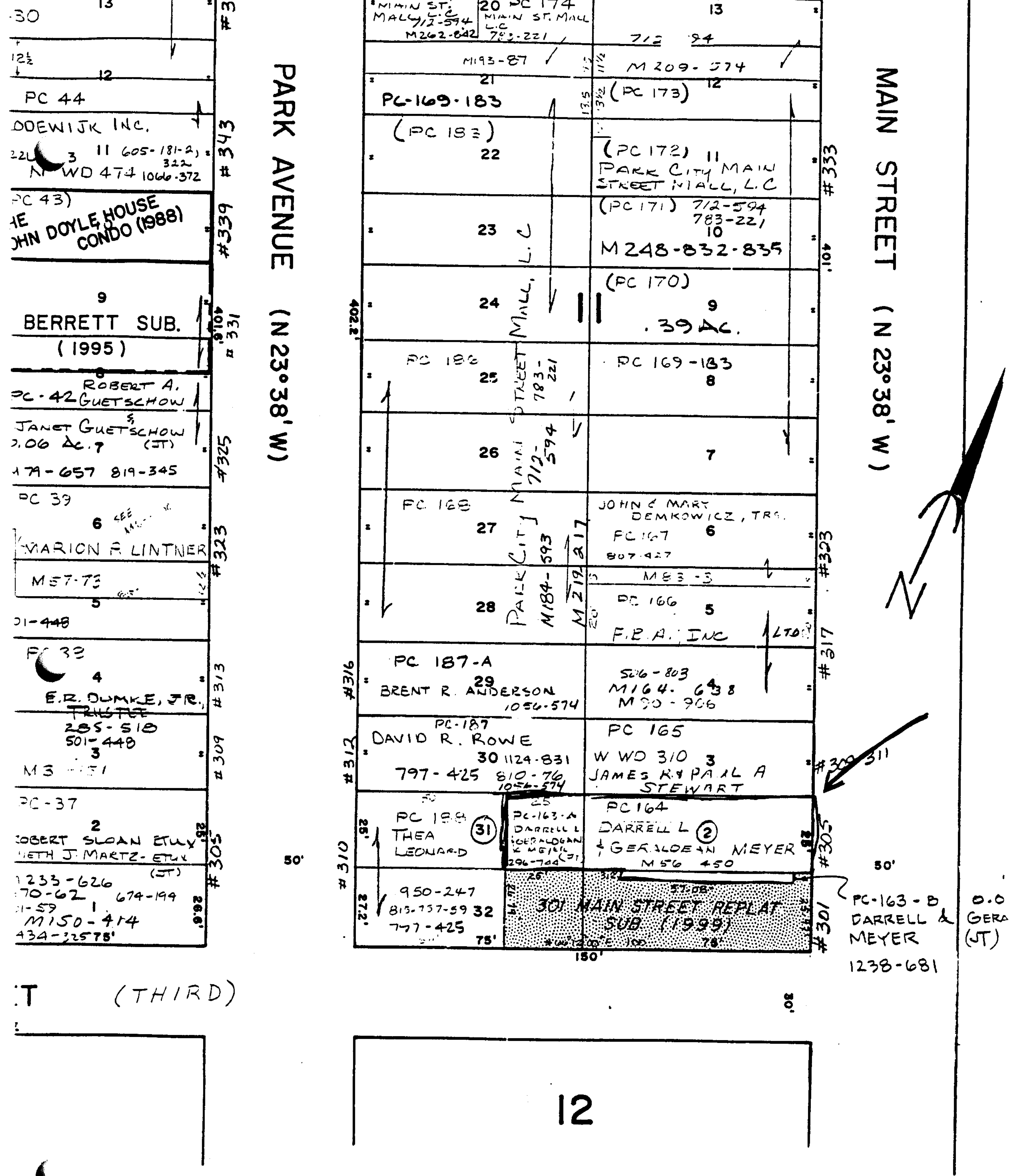


EXHIBIT B
305 MAIN EXISTING LOTS

SUMMIT COUNTY, UTAH 33

SCALE
ONE INCH 40 F

EXHIBIT C

RECEIVED
JUL - 7 1999
PARK CITY
PLANNING DEPT.

SURVEYOR'S CERTIFICATE

I, John Demkowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 163831, as prescribed by the laws of the State of Utah, and that by authority of the owner(s), I have prepared this Record of Survey map of 704 HOUSER STREET and that the same has been or will be monumented on the ground as shown on this plat.

______________________ John Demkowicz   __________ Date

BOUNDARY DESCRIPTION

LOTS , SUBDIVISION, according to the official plat thereof, recorded May 99, 1900, as Entry No. 000000 of the official records in the office of the Summit County Recorder.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that the undersigned owners of the herein described tract of land, to be known hereafter as the 305 MAIN STREET PLAT, do hereby certify that we have caused this Lot Line Amendment Plat to be prepared, and we, Darrell Meyer and Carl Meyer, husband and wife as joint tenants, hereby consent to the recordation of this Lot Line Amendment Plat.

ALSO, the owners or their representative, hereby irrevocably offer for dedication to the City of Park City all the streets, land for local government uses, easements, parks, and required utilities and easements shown on the plat and construction drawings in accordance with an irrevocable offer of dedication.

In witness whereof, the undersigned set their hands this ______ day of

______________, 1999.

____
Darrell Meyer
Owner

____
Carl Meyer
Owner

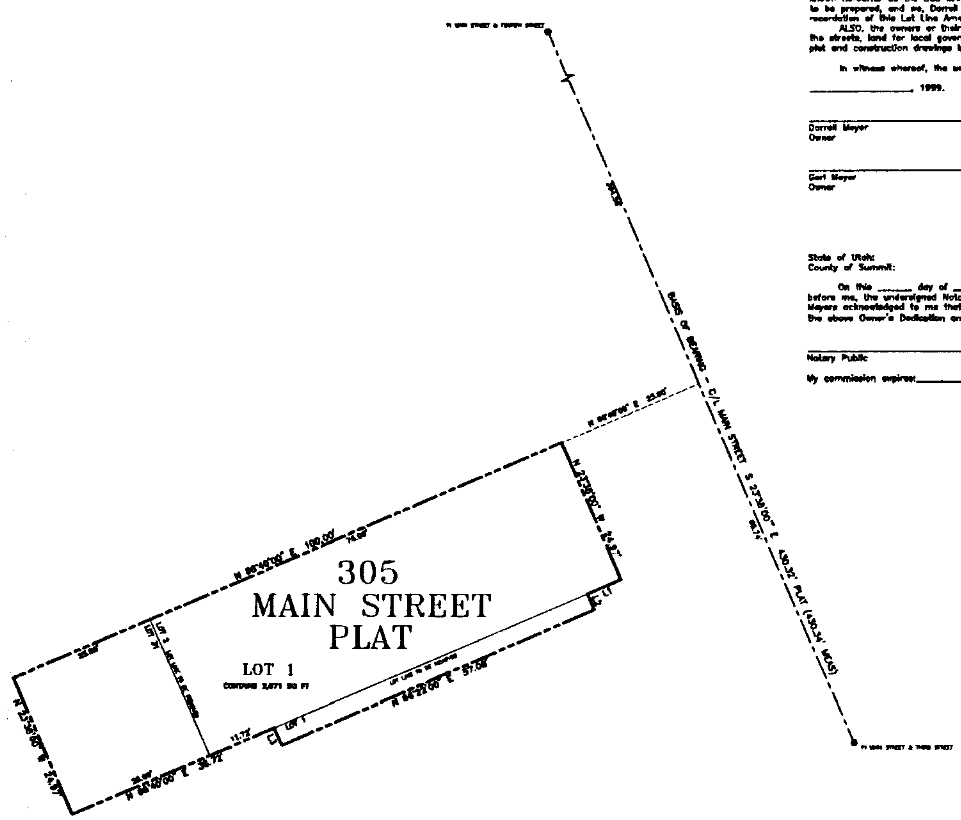
ACKNOWLEDGEMENT

State of Utah:
County of Summit:

On this ______ day of ______________________, 1999, Darrell Meyer and Carl Meyer personally appeared before me, the undersigned Notary Public, in and for said state and county. Having been duly sworn, Meyers and Meyers acknowledged to me that they are the owners of the herein described tract of land and that they signed the above Owner's Dedication and Consent to Record freely and voluntarily.

____
Notary Public

My commission expires:______________



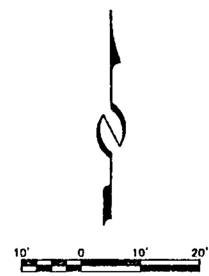
LINE	BEARING	DISTANCE
L1	N 66°40'00" E	8.10
L2	N 23°30'00" W	2.90
L3	N 23°17'10" W	3.20

NOTE

305 Street address on Main Street

LEGEND

- Found survey monument
- Property corner to be set (or were set). See recorded survey # ????.
- Set 5/8" Iron rod w/cap, ALLIANCE ENGR/LS 163831
- Found Iron rod & cap



305 MAIN STREET PLAT

LOCATED IN SECTION 16
TOWNSHIP 2 SOUTH, RANGE 4 EAST SALT LAKE BASE
AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

JOB NO.: 19-06-99 FILE: Y:\Pcs\dwg\srv\plat99\190699p.dwg

Alliance Engineering (435) 649-9467	SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT	PLANNING COMMISSION	ENGINEER'S CERTIFICATE	APPROVAL AS TO FORM	CERTIFICATE OF ATTEST	COUNCIL APPROVAL AND ACCEPTANCE	RECORDED
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City, Utah 84060-2664	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT STANDARDS ON THIS ______ DAY OF __________, 1999 A.D. BY __________ S.B.S.I.D.	APPROVED BY THE PARK CITY PLANNING COMMISSION THIS ____ DAY OF __________, 1999 A.D. BY __________ CHAIRMAN	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ______ DAY OF __________, 1999 A.D. BY __________ PARK CITY ENGINEER	APPROVED AS TO FORM THIS ______ DAY OF __________, 1999 A.D. BY __________ PARK CITY ATTORNEY	I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS ______ DAY OF __________, 1999 A.D. BY __________ PARK CITY RECORDER	APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ______ DAY OF __________, 1999 A.D. BY __________ MAYOR	STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF __________ DATE ______ TIME ______ BOOK ______ PAGE ______ __________ FEE __________ RECORDER

34

EXHIBIT D

Ordinance No. 99 -

AN ORDINANCE APPROVING THE PLAT AMENDMENT TO COMBINE 1 PLATTED LOT AND TWO FRAGMENTS IN THE PARK CITY SURVEY, A PORTION OF LOT 31 , ALL OF LOT 2 AND A SMALL PORTION OF LOT 1, BLOCK 11 KNOWN AS 305 MAIN STREET, PARK CITY, UTAH

WHEREAS, the owners of 1 platted lots and two fragments in the Park City Survey, a portion of Lot 31, all of Lot 2 and a small portion of Lot 1, Block 11 have petitioned the City Council for approval of an amended plat; and

WHEREAS, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, proper legal notice was sent to all affected property owners within 300' feet ; and

WHEREAS, the Planning Commission held a public hearing on July 14, 1999 to receive input on the proposed plat;

WHEREAS, the Planning Commission, on July 14, 1999, forwarded a positive recommendation to the City Council; and,

WHEREAS, on July 29,1999 , the City Council held a public hearing to receive input on the proposed plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the plat amendment.

NOW, THEREFORE BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION 1. FINDINGS. The following findings are hereby adopted.
Findings:
1. The property is located in the Historic Residential District (HR-1), the Historic Commercial Business, (HCB) and the Historic Transition Overlay (HTO) districts.
2. The property consists of one 25 x 75 and one 25 x 25 platted lot. A historic building exists on the 25x 75 lot. The 25 x 25 lot is vacant. There is also an encroachment onto Lot 1 which is also included in the proposal.
3. The owner proposes to combine the two lots into one parcels. An addition could occur on the newly created lot subject to Historic District and Planning Commission approval. Access to the HR-1 parcel is limited.

Conclusions of Law:

1. There is good cause for the revision as the combination will create one parcel under the same ownership.
2. Neither the public nor any person will be materially injured by the proposed plat revision.

Conditions:
1. City Attorney and City Engineer review and approval of the amended plat for compliance with Land Management Code, Utah State Code and these final conditions of approval is a condition precedent to plat recordation.
2. This approval shall expire within one year from the date of City Council approval if the plat has not been recorded.
3. A construction mitigation plan will be required with any building permit submittal.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 29th day of July, 1999.

PARK CITY MUNICIPAL CORPORATION

____

Mayor Bradley A. Olch

Attest:

____

Janet M. Scott, City Recorder

Approved as to form:

____

Mark D. Harrington, Deputy City Attorney

PARK CITY
1884

DATE: July 29, 1999
DEPARTMENT: Leisure Services
AUTHOR: Clint Dayley / Pace Erickson
TITLE: Authorization of purchase of a snow cat
TYPE OF ITEM: Equipment Purchase

SUMMARY RECOMMENDATIONS

Authorize staff to use $30,000 of the golf courses' fund balance for the purchase of a Bombardier BR-180 snow cat for grooming cross country ski trails on the golf course, City farm, etc.

DESCRIPTION:

A. Topic

The Restaurant Tax Advisory Committee along with the Summit County Commissioner approved a grant of $100,000 to go toward the purchase of a new snow grooming cat for cross country skiing. The purchase price of the snow cat, recommended by staff, is $129,000.

B. BACKGROUND:

The importance of cross country ski facilities in resort communities has grown significantly over the past several years. In the spring of 1998, Park City established a cross-country task force to study the status and direction of cross-country skiing in Park City. The stated purpose of this review committee was, "To develop a thoughtful, conscientious plan to serve the needs of the cross-country skiers in Park City (local and visitor) which will recognize Park City's role as a future Olympic venue and major destination ski resort." This task force reported back to Park City, its findings nationwide, the future opportunities that exist, and a list of recommendations regarding Parks City's current cross-country facilities. In general, the growing importance of cross-country skiing in Park City will require improved and expanded trails that will better accommodate a multitude of users simultaneously (racing & training programs, public programs, and recreational users). More, and better groomed trails will increase skier satisfaction and establish cross-country skiing as an integral component of the recreational activities package offered by all major winter resorts.

C. Analysis:

In April the golf maintenance staff submitted a proposal to the Restaurant Tax Advisory Committee for the request of $130,000 for the purchase of a new snow cat for grooming cross country trails. The Restaurant Tax Advisory Committee recommended, and on July 6 the Summit County Commissioners approved $100,000 grant to go towards the purchase of this snow cat. This cat will be owned by the Park City Golf Course. All costs of future replacement, maintenance up keep and repairs will be paid through a seasonal lease to the cross-country concessionaire (or possibly the City in future years). The City will need to amend its existing contract with White Pine to reflect the cost of White Pine leasing the snow cat from the City. The golf maintenance department will ensure proper maintenance, operator training and care of this machine.

Staff requested proposals from two companies that sell snow grooming cats. The results are as follows:

Bombardier - BR 180 = $129,000
Kassbohrer - PB 100 = $120,432
LMC - No longer making grooming cats.

After reviewing both proposals, we considered several key points in making our recommendation. The Bombardier offers a two-year warranty verses Kassbohrers one year. We contacted all three ski resorts in the area along with a couple of snow cat users in Idaho. Their response was almost unanimous, in that they believed that the Bombardier was less expensive to service, easier to repair and was more reliable. The operators of White Pine Touring currently own a Kassbohrer groomer, their recommendation would be the Bombardier because of past experiences with both machines. The last factor we considered was trade in value, historically after five years the Bombardier retained 50 - 60% of its value, verses 40 - 50% for the Kassbohrer. Based upon this analysis of maintenance costs, staff recommends purchasing the Bombardier.

D. Department Review:

The staff for the Golf Maintenance, Leisure Services, and Capital Management Departments have all reviewed this proposal.

ALTERNATIVES:

A. **Approve the request:** Approve staff's recommendation and use not more than $30,000 of golf courses' fund balance to purchase the Bombardier BR - 180. The golf course's fund balance as of June 30, 1999 was approximately $200,000.

B. **Deny the Request:** Approve of not more than $22,000 of golf courses' operating reserve for the purchase of the Kassbohrer PB - 100.

C. **Continue the Item:** Research other alternative funding sources for the remaining sum or different approaches to funding the purchase.

D. **Decline the Grant:** The City could return the grant to the Summit County Commissioners.

SIGNIFICANT IMPACTS:

A new snow-grooming machine with new grooming equipment will provide a higher level of service for the cross-country user. New machines are faster, more efficient and more effective in maintaining the ski trails. This will open the door for expanding the total length of trails and will also position Park City as a likely training facility for many National teams in the future. Improved and consistent grooming and expanded trails will certainly strengthen Park City's winter recreation image and will certainly translate into more skiers, more visitors, and more opportunities.

The golf course would also benefit. After the ski season has come to a close, the golf course would use this machine to remove snow from fairways, greens and tees with the purpose being to prepare the course for Spring play. This new machine also has a tiller that will break up the ice layer of the track, reducing ice damage to the golf course.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

There are a limited number of snow cat machines available each year. Staff fears if a decision is postponed the City may be left with a machine that wasn't our first choice or the possibility both snow cat suppliers will be sold out.

RECOMMENDATION:

Staff recommends using not more than $30,000 of the golf course's fund balance along with the Restaurant Tax grant to purchase the Bombardier BR-180.

DATE: July 26, 1999
DEPARTMENT: POLICE DEPARTMENT
AUTHOR: LINDA VAN ROOSENDAAL
TITLE: POLICE COMPUTER SOFTWARE PURCHASE
TYPE OF ITEM: PURCHASE APPROVAL

SUMMARY RECOMMENDATIONS:

The Staff requests Council approve the purchase a police records management software package from CODY Police Systems Software.

DESCRIPTION:

A. Topic:

Police Records Management Computer Software Purchase

B. Background:

Presently the Police Department is using CRIS Software, by MEGG Associates. Over the past several years this software has been plagued with program application errors causing a need for increased maintenance and down time. The current system is not Y2K compliant. The police department has been unsuccessful in resolving these concerns through the current vendor.

C. Analysis:

A committee was organized in September of 1998 consisting of individuals representing different areas of the police department and a representative from Technical Services. Their goal was to find new police software to replace what is currently in use.

The committee sent out a memo to officers and civilian employees within the department asking for their input on what they need from a software provider. With the feedback from employees, the committee was able to begin searching for vendors that would meet these needs.

The committee attended the International Association of Chiefs of Police Vendor Show from which, several vendors were selected. In addition Beth Sunday, Technical Services Manager, supplied information from the ICMA Software Reference Guide. Officer Ron King also did research through the Internet on the National Incident-Based Reporting System.

The committee then, discussed and evaluated the gathered information. Their conclusions were the Software companies MEMEX, Spillman, Vision, CODY, HTE, Trillium, Coded, ASDi, and CRIS. Each committee member was assigned vendors to research. By February the committee had narrowed down the vendors to: MEMEX, SPILLMAN, VISION, and CODY. Because Spillman is a Locally based vendor the committee was able to visit several sites, Wasatch County Sheriff's Office, Summit County Sheriff's Office, Springville Police Department and the West Valley Police Department.

In May the committee visited CODY in Margate and Ocean City, NJ. Vision in Louisa, VA and MEMEX in Colonial Heights and Petersburg, VA. Each site visit provided necessary hands on information. Along with the site visits the committee contacted by phone several other police departments now who are now using each of these vendors. After through research and discussion the committee chose:

CODY System is platform independent. This means Park City would use existing equipment with minimal adjustments to existing workstations. The CODY System can be easily manipulated to meed the needs of the department. They have on site training using both live and dummy databases. Employees can train and be tested on it without corrupting the live database. Also, the training software can test new forms or programs before they are implemented into the live system. Another plus to CODY is their data conversion experience. They can convert most of the CRIS Software by the time the department is ready to go live. Cody can install their software this summer allowing us the necessary time to use it before the busy winter months. Also, the software is Y2K compliant. In addition to the installation and training CODY will write a program to allow the department to talk to other agencies through the Spillman's Alliance. Estimate Price Summary, To include: core software, additional modules, installation and training, data conversion, and support, **$103,383.**

The second choice is Vison. They are a large company with over 600 users throughout the United States. They run on a Windows NT Server, are Y2K compatible, they have excellent software, training and technical support. The draw backs are, the departments current hardware would need to be replaced and they can only install one of their modules, either CAD or RMS, towards the end of this year. Also, they can not guarantee that they will be able to link up with the Spillman's Alliance Software. **$139,594** plus hardware costs.

Spillman, the third choice, is a local vendor that has over 500 users throughout the United States. They are also Y2K , can install before November of 1999, have excellent software, training and technical support. Their software is used by many agencies in Utah, and many of these agencies are using the Alliance product, sharing information. However, they are still in the process of developing an NT Server (once developed they will sell it to our department at considerable savings). In the mean time, we will have to purchase a UNIX Server and additional workstation hardware. Another concern is, Spillman seems to be slow to market new technology, such as, the NT Server and their Mobil software. They have advised that the Alliance software can be purchased separately. If a software vendor other than Spillman is selected, that vendor would need to write a program to linking into Alliance. **$133,482** plus additional hardware costs.

D. Department Review:
This item has been reviewed by Technical Services, and ASD. Legal Department is currently reviewing contract, and will make technical adjustments.

Technical Services Director Beth Sunday will adjust current projects to provide funding for the difference in total budgeted vs. actual cost.

ALTERNATIVES:

A. Approve the Request:
If approved, the Police Department will arrange with CODY to have an implementation meeting in mid August to set up installation and training before the end of 1999.

B. Deny the Request:
The Police Department would start the process again in an attempt to find a vendor that would meet the Councils desires. They would also contact the present vendor and try and reach an arrangement to upgrade our current software so that it would be Y2K compliant.

C. Continue the Item:
Should this item be continued it would cause further delay and increase concerns about not being Y2K compliant.

D. Do Nothing:
Continue with the current software and try and reach an arrangement with the vendor to upgrade so that we would be Y2K compliant.

SIGNIFICANT IMPACTS:
The significant impact is the cost and time it will take to make the change over to the new system.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:
The Police Department will continue using the out dated software which is taking increased manpower to maintain. As well, the possibility of not being Y2K compliant.

RECOMMENDATION:
It is the recommendation of the Public Safety Staff and computer committee established to review this purchase, that City Council approve the purchase of the Police Records Management software from CODY Computer Services in the amount of $103,383.

PARK CITY 1884

CITY COUNCIL STAFF REPORT

DATE:	July 29,1999
DEPARTMENT:	CDD/Capital Improvements
AUTHOR:	Megan B. Ryan, ~~Tom Bakaly~~ TB
TITLE:	Mountainlands Community Housing - Holiday Village
TYPE OF ITEM:	Administrative - Request for a Predevelopment loan

SUMMARY RECOMMENDATIONS: Approve as conditioned.

DESCRIPTION:

A. Topic.

Request for a predevelopment loan of $40,000 for efforts to acquire the 80 unit project at Holiday Village

B. Background.

For the past nineteen months Mountainlands Community Housing has been negotiating on the acquisition of the Holiday Village Apartments. Holiday Village is a rent restricted project that houses many city residents. The Chrysalis program also houses many of their participants in the units.

To date, Mountainlands has been using their own internal developement fund and a challenge grant from the Federal Home Loan Bank to finance the predevelopment costs. Final financing will come from a variety of sources. Tax exempt bonds, a HOME loan, a Rural Development Rehabilitation loan, and Federal Home loan equity grant are some of the sources. The purchase price is $6,150,000. The total project cost is $7.8 million. All units will remain "affordable" if Mountainlands acquires the project. Please see Mountainlands letter of June 8, Exhibit A, for further details on the financing details. Mountainlands expects to close on the project by December 15, 1999.

C. Analysis.

Mountainlands is requesting a short term predevelopment loan for costs associated with the acquisition of Holiday Village such as escrow funds, application fees, legal fees, and architectural and engineering fees. These are all budgeted items which will be repaid through Mountainlands permanent financing if the acquisition proceeds. If for some unanticipated reason the acquisition falls through, Mountainlands would then request that the terms be renegotiated with the City. Mountainlands will also not make a drawdown on the loan until the purchase agreement is signed.

Staff met with Mountainlands Executive Director, Phyllis Robinson, to discuss the terms of the loan in June. The following alternatives were discussed:
1. Compound monthly with quarterly payment starting on October. Amortization would start on the first drawdown.
2. Disburse the loan with interest. Let interest accrue and pay at end of loan term.
3. Establish a line of credit with the City for $40,000 for a six month period. (August to Feb). Amortization would start on first drawdown with an interest rate of 5.5%. Interest would accrue and the full payment (principal and interest) would be made by December 31, 1999. See Exhibit B for example of amortization schedule.

In terms of the loan arrangements the staff supports the third alternative.

In terms of the loan itself the staff has used the following criteria for review:
1. The request is directly related to the City Council's annual priorities (Housing);
2. There is an identified source of funds (over $500,000 exists as of 7/1 in the Housing CIP Fund 33);
3. The loan would be for capital not operating expenses and would be seed money for the acquisition (which is in accord with the City's criteria under the grants program).

The Council has also displayed an interest in the project over the past few years and has encouraged staff to work towards the preservation of the units. Staff supports Mountainlands efforts to acquire the units and maintain their affordability. If these 80 were converted to market units the city would have little control over the rental or purchase price rates unless the city itself purchased the units. The units are an integral part of the city's affordable housing stock and should be maintained. Staff recommends that the Council consider authorizing the predevelopment loan as described in alternative three of the financing options outlined above (line of credit).

Mountainlands will utilize the City housing list in the management of the units.

D. <u>Department Review</u>
The Community Development Department, Office of Capital Management and Budget, City Managers and Legal Department have reviewed this proposal.

ALTERNATIVES
A. Direct staff to enter into a predevelopment loan agreement with Mountainlands Housing for $40,000 based on certain terms.
B. Deny the predevelopement loan request.
C. Continue the item for further discussion and/or additional input from Staff.

SIGNIFICANT IMPACTS: If the loan is approved the Housing CIP Fund 33 will be depleted of $40,000 for a six month period. The interest paid on the loan will cover the City's cost of funds. As of July 1, Fund 33 has approximately $500,000 in funds. At this time staff is not aware of any major housing projects that would require full use of these funds.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:
If the City does not support the request, Mountainlands will seek funds from another source. At worst case the acquistion of the project may fail and the units may not remain affordable.

RECOMMENDATION: Staff recommends that the Council consider authorizing the predevelopment loan as described in alternative three of the financing options outlined in the analysis section.

Exhibits
Exhibit A - Request from Mountainlands - June 8, 1999
Exhibit B - Proposed amortization schedule

A

Mountainlands Community Housing Trust

P.O. Box 3661
544 Park Avenue
Park City, UT 84060

Tele: (435) 647-9719
Fax: (435) 658-3890
email: pmcrob@sisna.com

June 8, 1999

Ms. Megan Ryan
Senior Planner
P.O. Box 1480
Park City, UT 84060

RE: Holiday Village Predevelopment Loan

Dear Megan:

As a follow-up to our conversation of May 26, I am writing to request a predevelopment loan of $40,000 from the Park City Housing Fund. This loan will be used to advance our efforts to acquire the Holiday Village Apartments. To date we have been financing the predevelopment costs, exclusive of staff time, through our own internal development fund and a challenge grant from the Federal Home Loan Bank. We have reached the point where we need additional working capital, to move this project forward.

Background
For the past eighteen months Mountainlands Community Housing has been working to assemble a financing package to acquire the Holiday Village Apartments. The goal is to preserve these units as affordable housing in Park City. The acquisition process has been rather lengthy because of the number of parties involved in the current ownership structure and the need to resolve outstanding tax questions prior to selling.

Project Status
We have cleared many of the acquisition hurdles among the partners and with Rural Development. The project has received a full complement (80 units) of Section 515 Housing Assistance. This assures that no tenant will pay more than 30 percent of his/her income.
We are in the final stages of contract negotiation and believe a purchase contract to be signed by the end of the month. Our goal is to close on the property by mid-September.

The purchase price of the property is $6,150,000. Total development costs, including rehabilitation, are $7,60,000. Our permanent financing is a blend of several different sources:

Tax-exempt Bonds	$3,750,000	(expected June 10, 1999)
Equity proceeds from the sale of LIHTC	$1,750,000	(concurrent with T-E Bonds)
Assumption of RD Mortgage	$925,000	(funds committed)
HOME Loan	$452,832	(funds committed)
Rural Development Rehab Loan	$390,391	(under negotiation)
Federal Home Loan Bank Equity Grant	$389,922	(funds committed)

Predevelopment Loan Request
We are requesting a predevelopment loan of $40,000 at an interest rate of 5 percent. The note would be repaid no later than 24 months from the date of origination. We would also request that there would be no payment of principal nor interest during the term of the loan, although

interest would accrue during the term of the loan. The predevelopment loan would be used for costs associated with the acquisition of Holiday Village such as escrow funds, application fees, legal fees, architectural and engineering. These are all budgeted cost items and will be repaid through our permanent financing.

Please let me know what information you will need to complete your review.

Very truly yours,

Phyllis M. Robinson

Phyllis McDonough Robinson
Executive Director

B

MCHT Loan

Compound Period ....: Monthly

Nominal Annual Rate ... : 5.500 %
Effective Annual Rate .. : 5.641 %
Periodic Rate .... : 0.4583 %
Daily Rate .... : 0.01507 %

CASH FLOW DATA

	Event	Start Date	Amount	Number	Period	End Date
1	Loan	08/01/1999	40,000.00	1		
2	Payment	02/01/2000	41,112.68	1		

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance
Loan	08/01/1999				40,000.00
1999	Totals	0.00	0.00	0.00	
1	02/01/2000	41,112.68	1,112.68	40,000.00	0.00
2000	Totals	41,112.68	1,112.68	40,000.00	
Grand Totals		41,112.68	1,112.68	40,000.00	

DATE: July 29, 1999
DEPARTMENT: Public Works
AUTHOR: Jerry Gibbs
Eric DeHaan
TITLE: Water Engineering and Planning Consultant Contracts
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: Authorize staff to enter into contracts with Montgomery-Watson, Entranco, and EWP in a total amount not to exceed $235,000 for general water engineering, inspections, and planning for the Park City Water System.

DESCRIPTION:

A. Topic. Water Engineering and Planning Consultants

B. Background.

Park City's water system has five active water sources. They are the Judge/Anchor and Spiro tunnels, Park Meadows and Treasure Mountain Middle School wells and the Thiriot Springs. There are thirty-six separate pressure zones and forty pressure-reducing valve locations, sixteen different storage reservoirs with a total full capacity of 10.65 million gallons, and seventeen pumping stations equipped with thirty-five pumps varying in size and capacity serving ten-square-miles and 1800 feet of elevation.

Over the next two years the Park City Water Department is anticipating over $1,000,000 in design, construction and master planning updates to our current water system. These projects will include:

- ❑ Develop at least one new production well. This project will require design, bidding and construction. A State Engineer process will be required to move water rights to this location.
- ❑ Review Source Protection requirements and update as required to maintain compliance.
- ❑ Design and construct the Boothill Pump Station. This will require a CUP process.
- ❑ Update the "Supply vs Demand" report completed in 1994 including a capital facilities plan.
- ❑ Begin reviewing treatment alternatives for arsenic based on proposed Federal regulations to be announced January 2000.
- ❑ Develop a Consumer Confidence Report as required by the "Safe Drinking Water Act".
- ❑ Design and add a new filter to the Spiro Water Filtration Plant.
- ❑ Analyze system impacts from proposed new development.

- ❑ Assist in the development of the Weber Basin Water Project.
- ❑ Provide inspection services for developer installed city infrastructure (this would include Flagstaff).

Park City Public Works solicited statement of interest and qualifications from engineering consulting firms. Notices were placed in the Salt Lake Tribune and the Park Record. Eight individual firms expressed interest.

A task force was developed to review each proposal. The members of the task force are John Chmiler, P.E., Michael O'Hara, P.E., Eric DeHaan, P.E., Jerry Gibbs, P.E., John Lind and Rich Hilbert. Montgomery Watson, Entranco, EWP and Carollo Engineers were selected for an interview. All firms had the ability to perform the work. The four selected firms demonstrated a better understanding of the water issues facing Park City.

C. **<u>Analysis</u>.** Interviews were held on July 20, 1999. Each firm demonstrated the ability to perform the required tasks. The task force determined that each firm had strong abilities in different areas. The over all consensus was:

- ☐ Entranco- Trying to develop a customer base, would provide excellent service and response, experience in plan review, pump stations and reservoir design.
- ☐ EWP- Excellent understanding of the Park City Water System, strong performer, responsive, knowledgeable construction inspection personnel, experienced in pump station, wells, reservoirs and State Engineer process.
- ☐ Montgomery Watson- Very strong in water treatment technology alternatives, hydraulic analysis and water planning studies. Has capabilities to design and construct all phases of water related projects.

The task force recommends that the three firms be used as a pool to provide engineering consulting services on an as needed basis based on their specialties and provide competitive opportunities where their experience overlap. Staff expects that EWP would continue to supply field inspection services (currently budgeted within the CDD Engineering Department operating budget at $80,000) and supplemental water right support, that Montgomery Watson would provide hydraulic analysis and water studies, and Entranco would assist in the review of utility drawings for large or complex development. Staff expects to award contacts for engineering services in an amount not to exceed $235,000 with the following proportional distribution: EWP $120,000; Montgomery Watson $70,000; and Entranco $45,000.

These project expenditures are included in the FY 00-01 City Budget. The account numbers are 51-45077, 51- 5078, and 11-40312.

D. **<u>Departmental Review</u>.**
This proposal has been reviewed by Public Works, Engineering, and the Office of Capital Management and Budget.

ALTERNATIVES:

A. **<u>Authorize staff to enter into agreements with Entranco, Montgomery Watson and EWP for engineering and inspection services with the total amount not to exceed of $235,000.</u>**

This would allow design work and assistance for projects within the budget to proceed. A lengthy selection process would not be required for each project.

B. **<u>Require staff to solicit proposals from engineering firms for each project and service required</u>.**
This alternative will result in increased staff time, extended project time and decrease staff's ability to effectively and efficiently handle water issues.. A future RFP process will not yield a consulting firm with better or more experience. Staff is recommending against this alternative.

C. **<u>Do Nothing</u>.**
This alternative will yield similar results to alternative B.

SIGNIFICANT IMPACTS:
Alternative A allows staff flexibility to match projects and skills to a select group of consulting engineering firms. This process meets the bidding and procurement requirements for professional services.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:
Increased project and staff time will result. It is highly unlikely that any savings to the project will result.

RECOMMENDATION:
Staff and the task force recommend that the three firms (EWP, Montgomery Watson, and Entranco) be used as a pre-approved pool to provide engineering consulting services on an as needed basis based on their specialties and provide competitive opportunities where their experience overlap in a total amount not to exceed $235,000.