AMENDED AGENDA

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH,
July 10, 2014

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, July 10, 2014.

Closed Session
2:30pm Property, Personnel and Litigation

Work Session

4:00pm Council Questions and Comments and Manager's Report	PG 4
4:10pm Shared Use Lane Markings	PG 28
4:25pm Website Design Discussion	PG 42
4:40pm Main Street Peak-Hour/Peak-Day Employee Parking Update	PG 52
5:00pm Ice Expansion Discussion	PG 62
5:50pm Break	

Regular Meeting
6:00 pm

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

IV. CONSIDERATION OF MINUTES FROM JUNE 26, 2014 CITY COUNCIL MEETING
PG 110

V. APPOINTMENTS AND RESIGNATIONS

1.Consideration of the appointment of Becca Gerber, Eric Hoffman and reappointment of Michael Barille to the Recreation Advisory Board with terms ending July 2017 And the appointment of Cynthia Sandoval to complete the term vacated by Spencer Lace ending in July 2016

VI. CONSENT AGENDA *(Items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon)*

1. Consideration to authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Beck Construction and Excavation, Inc., for Top of Main PRV Replacement Project in an amount of $297,953.00. PG 117

2. Consideration to authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with SCI, Inc., for Estates Drive Water Line Replacement in an amount of $444,444.00. PG 124

3. Consideration to authorize the City Manager to execute a Contract, in a form approved by the City Attorney, with Vision Internet for website redesign services in the amount of $24,622. PG 42

VII. OLD BUSINESS

1. Consideration of an Ordinance approving Dority Springs Subdivision located at 1851 Little Kate Road, Park City, Utah pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance in a form approved by the City Attorney.
   (a) Public Hearing
   (b) Motion to Continue to July 31, 2014

VIII. NEW BUSINESS

1. Consideration of a resolution amending the Fiscal Year 2015 Budget PG 130
   (a) Public Hearing
   (b) Action

2. Consideration of resolution to create a list of authorized purchasing pools as specified by the Contracting and Purchasing Policy which is approved annually in the Budget Document. PG 156
   (a) Public Hearing
   (b) Action

3. Consideration of the 257 McHenry Avenue Plat Amendment pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance in a form approved by the City Attorney. PG 161
   (a) Public Hearing
   (b) Action

4. Consideration of an Ordinance Approving The 1604 & 1608 Deer Valley Drive Plat Amendment pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance in a form approved by the City Attorney.
   (a) Public Hearing
   (b) Motion to Continue to July 31, 2014

IX. ADJOURNMENT INTO REDEVELOPMENT AGENCY

PARK CITY REDEVELOPMENT AGENCY

SUMMIT COUNTY, UTAH
July 10, 2014

I. ROLL CALL

II. CONSIDERATION OF MINUTES FROM JUNE 5 AND JUNE 12 RDA MEETING

PG 232

III. CONSENT AGENDA

1. Consideration of a Lease Agreement with the Park City Cooperative Preschool for lease of City owned space in the Park City Library and Education Center located at 1255 Park Avenue. PG 236

2. Consideration of a Lease Agreement with the Park City Film Series for lease of City owned space in the Park City Library and Education Center located at 1255 Park Avenue with Park City Film Series. PG 254

IV. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4 p.m. to 9 p.m. Posted: 07/07/2014 See: www.parkcity.org
AMENDED POSTED: 07/10/2014

To: **Honorable Mayor/Members of City Council**

From: **City Manager's Office**

MANAGER'S REPORT – July 10, 2014

WaterSmart Report- Submitted by Jason Christensen Water Business Resource Supervisor

On May 15, 2014, the first WaterSmart Home Water Report was sent and the Customer Portal launched. To refresh, the WaterSmart Home Water Report is an individualized report based on the prior month's water consumption that is given to all Single Family Residential Customers. This report identifies an account as efficient (bottom 20% of similar users), average (lower 50% of similar users), or take action (top 50% of similar users.) A similar user, referred to as your neighbors in the report, is someone with a similar size home, lot and number of occupants.

The Home Water Report also identifies specific conservation actions that a customer can take to reduce water usage based on actual usage and other known variables. Included in the report is log-in information for the customer portal, which provides additional conservation options and historic consumption data.

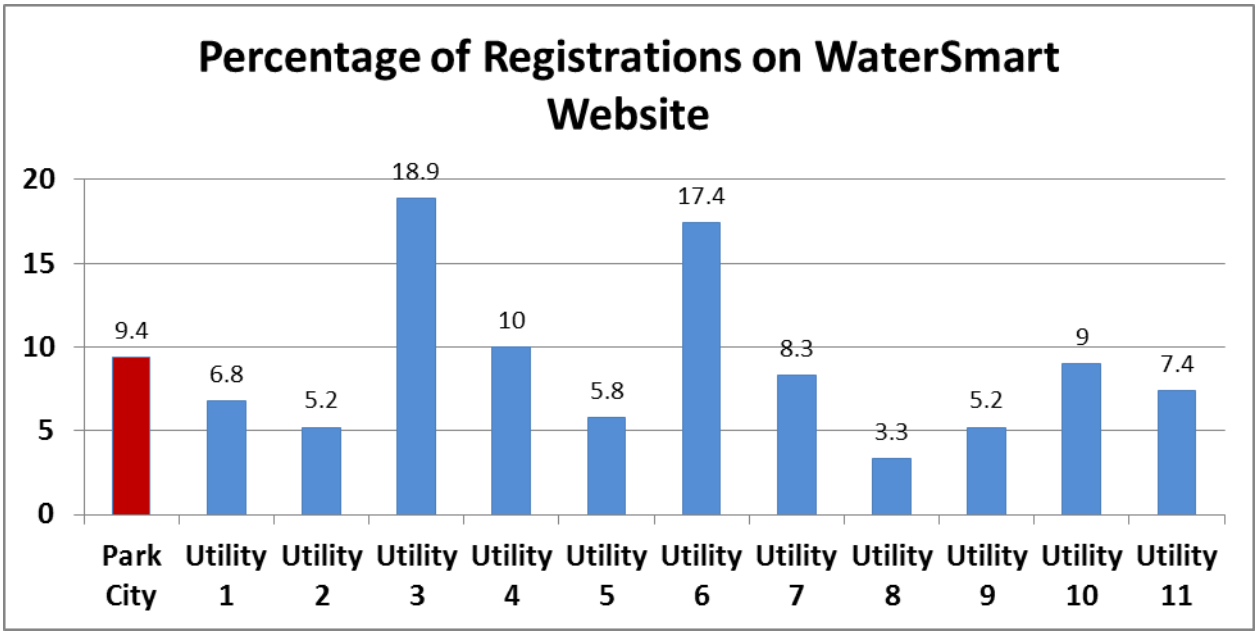
For non-Single Family Residential accounts and our Single Family Residential Customers, the portal also provides real-time water usage data.

The May 15th email Home Water Report went out to over 1,000 people. The email was opened by 64% of those people, a very high view rate. The second Home Water Report email was also sent to over 1,000 people, and of those 60% viewed the email. The Paper Home Water Report is currently being sent to around 2,000 accounts, and has also gone out twice. These paper reports unfortunately don't generate any data on whether they are viewed, but staff expects a steady transition to email Home Water Reports.

Also on May 15th a letter went out to all non-Single Family Residential accounts providing them with log-in credentials to their real-time water usage data.

To date, 9% of our nearly 5,000 accounts eligible for the customer portal have registered. Staff views the registered users as the power users. Of the other 12 utilities that have deployed the WaterSmart portal, this is the 4th highest registration percentage. This percentage is not controlled for by number of Home Water Report mailings. A "mailing" is one instance of a mail/email Home Water Report sent to all eligible people, and Park City has contracted for 6 mailings. This means that Park City, with only two Home Water Report mailings to date, is competing against utilities that have sent up to nine Home Water Reports mailings. Staff

expects the power user percentage to continue to increase with each Home Water Report mailing, which is consistent with what other utilities have experienced. It is important to remember the value of the continuing conservation messaging of the Home Water Report, even if receiving this Home Water Report doesn't lead to registration.



When registering, an email address is typically provided by the customer. This provides staff with the ability to communicate by email with our customers, including sending leak reports and future home water reports. If needed, the customer has the option to opt out of email communications from the Water Department.

Starting on June 5th, the Watersmart System has been automatically sending leak alert emails. These emails are sent when the WaterSmart System has an individual's email address and the consumption data appears to show they are experiencing a leak. We are currently sending about 4 to 5 leak emails a day. We anticipate this number will grow as individuals log onto the WaterSmart portal and provide their email address. For those customers who have not yet provided their email addresses, staff continues to attempt to notify customers of leaks as time permits. However, this remains a manual and time consuming process and notification of all customer leaks is not possible.

Two more Home Water Reports will be issued this summer; one in July and one in August. Following that we will issue a late fall/early winter report and a spring report. At that time, our initial contract with WaterSmart will be up. The initial contract was funded out of a Capital Improvement line item for one year. As part of the recently approved operating budget, an amount was added to allow for continued purchase of the WaterSmart service, provided Council continues to approve of the positive benefits of this service. Staff intends to bring a recommendation to enter into a new contract for future services prior to the contract expiring.

WaterSmart Program
P.O. Box 1480
Park City, Utah 84060-1480

435.615.5305 water@parkcity.org

YOUR HOME WATER REPORT

THIS IS AN INFORMATIONAL REPORT AND NOT A BILL.

SERVICE ADDRESS:
ACCOUNT NUMBER:

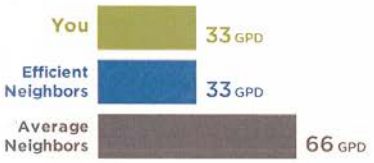
SIGN UP TO GET THIS REPORT VIA EMAIL
watersmart.parkcitywater.org

Your WaterScore

APR 16 TO MAY 15, 2014

Way to go, WaterSaver!
You ranked in the top 20%.

Gallons Per Day (GPD)
1,000 GALLONS = 33 GPD



How efficient are your fixtures?

We estimate your largest household use is **clothes washer**. Consider updating to efficient models. Log on for easy tips to reduce your indoor use.

Register online. It works!

"Who knows how much water old toilets use? I didn't, until I visited the WaterSmart website. I saw how much I could save by upgrading. Thanks!"
–J.R., WaterSmart user

Water-saving actions just for you

Selected assuming your home has 2 occupants and a less than 2,000 sq. ft. yard.

Log on to correct us!

Potential annual savings if you:

Log On

Take the guesswork out of saving water. See:

- Where you're using the most
- All actions relevant to you
- Step-by-step tips and rebates

watersmart.parkcitywater.org

Registration Code:
Zip Code:

A **free** service offered by your water utility and powered by WaterSmart Software®

WaterSmart
Program

Irregular Water Usage

Hi,

Your water has been running continuously for 7 days, starting at 5 pm on Saturday, May 31st, 2014.

See suspected leak »

We estimate you've lost at least 513 gallons of water, which is 5% of your water use during that time period, due to this irregular water usage.

Irregular use is often an indication of an indoor leak (such as a leaky toilet) or outdoor irrigation system leak (such as a leaky valve). Log on now to see the extent of the leak and follow a step-by-step checklist to find it.

If you know this is not a leak, please notify us.

Sincerely,
Park City Water Department

This is an automated message from the Park City Water Department, based on the data from the water meter at r. The links above will direct you to the Park City Water Department's WaterSmart website.

These alerts are a free service to help you manage your water use.
Opt-out of this service

Manager's Report

PARK CITY 1884

PLANNING

To: **Diane Foster, City Manager**
Author: **Thomas Eddington, Planning Director**
Subject: **Lighting Code**
Date: **July 10, 2014**

Pursuant to your June 26th Study Session with the Art Advisory Board, I wanted to make sure that you were all aware of the changes made to the Lighting Code over the past 1 ½ years.

The lighting code was initially updated on December 20th, 2012 at the City Council Meeting where we coordinated dates for all holiday decorative lighting on buildings. Basically, this created the same date range that holiday lighting is allowed in both the Land Management Code (LMC) and the Municipal Code (November 1st thru April 15th). At that time, we also revised language to allow for uplighting of public art (Ordinance 12-37).

Subsequent to this meeting, there were discussions with the Planning Commission regarding lighting in late 2013. Ultimately, the Commission requested time to complete the General Plan and we agreed to readdress lighting in late summer/fall of this year. This work plan is noted accordingly on the Planning Department's Gantt Chart.

In its current form, the lighting (as well as the architectural and landscaping) code is pretty solid - the three elements share the same section within the Land Management Code. We will begin to address additional changes and/or a rewrite to make it more user-friendly and more relevant regarding past and current light types (e.g. high pressure sodium vs. mercury vs. metal halide vs. haogen vs. LED, etc.) and color range requirements (e.g. Kelvin Scale) as we move to LEDs as the norm rather than the exception for outdoor lighting. We will focus in detail to keep the lighting color in the warm range (2500 K – 2800K). In addition, we will look into reduced footcandle requirements, timer and dimming requirements for parking lot lighting, and other night sky protective measures.

I have attached the newest Lighting Code (part of the Architectural Code – Section 15-5-5(I) of the LMC) with the changes regarding timing and art uplighting, as specifically referenced above, highlighted in yellow.

TITLE 15 - LAND MANAGEMENT CODE

CHAPTER 5 - ARCHITECTURAL REVIEW

15-5-1. POLICY AND PURPOSE 1
15-5-2. HISTORIC DISTRICTS AND HISTORIC SITES 2
15-5-3. CONDITIONAL USE REVIEW 2
15-5-4. PERMITTED USE REVIEW 2
15-5-5. ARCHITECTURAL DESIGN GUIDELINES 3
15-5-6. PERMITTED DESIGN FEATURES 17
15-5-7. EXCEPTIONS 17
15-5-8. FACADE LENGTH AND VARIATIONS 17
15-5-9. SENSITIVE LANDS REVIEW 17

(I) **LIGHTING**.

(1) **PURPOSE**. The functional objectives in providing exterior Area lighting are to illuminate Areas necessary for safe, comfortable and energy efficient Use. The number of fixtures shall be limited to provide for safe entry and egress and for sign and Business identification. Illumination of new Building features for architectural enhancement is prohibited. Historic Structures may be illuminated under the terms prescribed in this Code.

With the exception of Americans with Disabilities Act lighting requirements, the minimum lighting standards generally applied and recommended by the Illuminating Engineering Society of North America (IES), are observed by this Code.

(2) **CONFORMANCE WITH APPLICABLE CODES**. All outdoor electrically powered illuminating devices shall be installed in conformance with the provisions of this Code, the International Building Code, the Electrical Code, and the Sign Code under the appropriate permit and inspection. When discrepancies in these Codes exist, the most restrictive shall apply.

(3) **APPROVED MATERIALS AND METHODS OF CONSTRUCTION OR INSTALLATION/OPERATION**. The provisions of this Code are not intended to prevent the Use of any design, material or method of installation or operation not specifically prescribed by this Code, provided any such alternate has been approved. The Chief Building Official may approve any such proposed alternate providing he/she finds that:

(a) The alternative provides approximate equivalence to the applicable specific requirement of this Code;

(b) The alternative is otherwise satisfactory and complies with the intent of this Code; or

(c) The alternate has been designed or approved by a registered professional engineer and the content and function promotes the intent of this Code.

(4) **SUBMISSION OF PLANS AND EVIDENCE OF COMPLIANCE WITH CODE**.

(a) The Applicant for any permit required by any provisions of the laws of this jurisdiction in connection with proposed work involving outdoor lighting fixtures shall submit, as part

of the Application for permit, evidence that the proposed lighting fixtures and Light Source will comply with this Code. The submission shall contain the following:

(i) Plans indicating the location on the premises, and the type of illumination devices, fixtures, lamps, supports, reflectors, and installation and electrical details;

(ii) Description of illuminating devices, fixtures, lamps, supports, reflectors, and other devices. The description may include, but is not limited to, catalog cuts by manufacturers, and drawings, including section where required;

(iii) Photometric data, such as that furnished by manufacturers or similar showing the angle of the cut off or light emission. A point by point light plan may also be required to determine the adequacy of lighting over the entire Site.

Additional information may be required elsewhere in the laws of this jurisdiction upon Application for the required permit.

(b) **Lamp or Fixture Substitution**. On commercial Structures if any outdoor light fixture or the type of Light Source therein is proposed to be changed after the permit has been issued, a change request must be submitted to the Planning Department for approval. Adequate information to assure compliance with this Code must be provided and the request must be received prior to substitution.

(5) **SHIELDING**. All non-exempt outdoor lighting fixtures shall have shielding as required by Table 1 of this Chapter below.

(a) **Historic District Shielding and Fixture Exemption**. Fixtures in the HR-L, HR-1, HR-2, HCB, HRM, and HRC Zoning Districts that replicate a Historic fixture shall be permitted to be installed without partial shields with the approval of the Planning

Director. All fixtures shall be filtered and refractors that direct the light downward shall be installed if the bulb is exposed.

Historic fixtures that are fifty (50) years or older and contribute to the architectural and cultural character of the Historic District, are exempt from these requirements. Architectural features on Historic Structures may be illuminated with fully shielded fixtures.

(6) **WATTAGE/FIXTURE AND LIGHT SOURCE REQUIREMENTS**. Wattage, fixture and Light Source requirements as outlined in the following Table 1 apply to all zones throughout the City:

Table 1

Light Source	**Fully Shielded**	**Partially Shielded**	**Watt (Maximum Per Fixture)**
High Pressure Sodium [1]		x	50
Low Pressure Sodium		x	55
Metal Halide [2]	x		1,500
Low Voltage/ Halogen [3]		x	50
Compact Fluorescent		x	75

Other Sources: As approved by the Planning Director
Note: "x" indicates the required standard.

[1] This is the standard Light Source for Park City and Summit County unless otherwise noted in a specific section. Fully shielded fixtures are preferred but not required with this Light Source. Other sources are only permitted as noted. Residential porch lights and exterior garage and post lights may utilize incandescent bulbs, provided that the bulbs are Shielded. Lighting for

signs may use halogen bulbs, provided that they are Shielded and directed at the sign face. Wattages outlined are the maximum and can be decreased under the Building Permit review process depending on the number and location of the fixture on each project. In no case shall the levels be reduced to levels below the Illuminating Engineering Society (IES) minimum standards.

[2] Metal Halide sources shall be permitted only for recreational sport field or ski Area Uses and installed only in one hundred percent (100%) fully enclosed Luminaries. Metal Halide lights shall also be filtered.

[3] Low voltage/halogen sources are permitted in landscaping lighting only.

(7) **GAS STATION CANOPIES**. Gas station canopies may not exceed an average horizontal luminance level of eight (8) Foot Candles across the Site and the maximum point levels should not exceed fifteen (15) Foot Candles within the Area directly underneath the canopy.

(8) **AREA LIGHTING - BUILDING CANOPY AND SOFFIT, WALL MOUNTED**. Area, stand alone or wall mounted fixtures shall not be mounted above eighteen feet (18') as measured from the top of the fixture to the adjacent Grade or horizontal plane being lit by the fixture. The horizontal luminance level along the sidewalk or Building Facade shall not exceed one (1) Horizontal Foot Candle with a uniformity ratio of 4:1.

(9) **CONSTRUCTION SITES**. All commercial construction Sites shall submit a lighting plan as part of the Construction Mitigation Plan for the project prior to Building Permit issuance. Criteria for review shall include duration, number, location, height, Light Source, and hours of operation.

(10) **LANDSCAPE LIGHTING**. The primary function of landscape lighting is to provide illumination for pathways, steps, and entrances to Buildings.

(a) **Pathway Lighting**. Two types of lights can be selected: Three foot (3') bollards with louvers and ten foot (10') pole mounted, down directed Luminaries. Bollard lights shall be low voltage. The intent of pathway lights is to provide pools of light to help direct pedestrians along the path, not to fully illuminate the path. Steps and path intersections should be illuminated for safety. The maximum Foot Candle permitted on the ground is one (1) Horizontal Foot Candle or less.

(b) **Highlighting, Backlighting**. Only low voltage systems are permitted. Lights must be partially shielded and light must not be directly off the Property. A maximum Foot Candle permitted at ten feet (10') is 0.6 Horizontal Foot Candles from the Light Source. Up-lighting is prohibited.

(c) **Moonlighting**. Low voltage systems may be placed in trees or on Buildings to give the effect of moonlight. Lights must be down-directed and partially shielded. A maximum Foot Candle permitted at ten feet (10') is 0.25 Horizontal Foot Candle from the Light Source. Up-lighting is prohibited.

(11) **RECREATIONAL LIGHTING**. Because of their unique requirements for nighttime visibility and their limited hours of operation, baseball diamonds, playing fields, tennis courts and ski area runs may Use the Light Source permitted under Table 1 above with the following conditions and exceptions:

(a) The height of outdoor recreational posts shall not exceed seventy feet (70') above Natural Grade. The average Horizontal Foot Candle shall not exceed 3.6 across the Area boundary with a uniformity ratio of 4:1. Ski area lighting may require higher illumination levels in some instances. Those levels shall be reviewed and approved by the Planning Commission under the Conditional Use process outlined in the LMC.

(b) All fixtures used for event lighting shall be fully shielded as defined in Section (4) herein, or be designed or provided with sharp, cutoff capability, so as to minimize up-light, spill light and glare.

(c) Recreational lighting shall be turned off within thirty (30) minutes of the completion of the last game, practice, or event. In general, recreational lighting shall be turned off after 11:00 p.m., unless an exception is granted by the Planning Director for a specific event or as approved as part of a Master Festival license.

(12) **RESIDENTIAL LIGHTING**.

(a) All exterior lights on porches, garage doors or entryways shall be shielded to prevent glare onto adjacent

Property or public right of ways and light trespass in to the night sky. Lights shall be directed at walkways or entries and shall not be directed into the night sky.

(b) Compact fluorescent fixtures are the recommended Light Source. High pressure sodium and incandescent bulbs may be permitted, provided the wattage is low and the light is Shielded and down-directed.

(c) Bare bulb light fixtures such as flood or spotlights are not permitted.

(d) Lighting exterior Building features for architectural interest is prohibited.

(e) Security lighting shall be fully shielded and shall be set on a timer or motion detector. Infrared sensor spotlights are the recommended light type for security.

(f) Private sport court facilities shall Use fully shielded fixtures and shall not Use the lights past 11 p.m.

(13) **SEASONAL DISPLAY OF LIGHTS**. Seasonal restrictions apply to the HCB, GC, LI and HRC zones. Residential Uses in the HR-1, HR-2, E, HRL, SF, RM, R-1, RDM, and RD zones are exempt from these requirements. Winter seasonal displays are permitted from the first of November to the 15th of April per the Park City Municipal Code.

Displays should be turned off at midnight. Any color of lights may be used; however, the lights shall not be used to create advertising messages or signs. Spelling out the name of a Business is prohibited.

(14) **OUTDOOR DISPLAY LOTS**. Any Light Source permitted by this Code may be used for lighting of outdoor display Lots such as, but not limited to, automobile sales or rental, recreational vehicle sales, Building material sales, and seasonal goods, provided all the following conditions are met:

(a) All fixtures shall be Fully Shielded as defined in LMC Chapter 15-15.

(b) The maximum horizontal illumination across the Site shall not exceed an average Foot Candle of two (2) across the Site with a uniformity ratio of 4:1.

(c) Display lighting shall be turned off within thirty (30) minutes of closing of the Business. Lighting used after 11 p.m. shall be security lighting. Security lighting

shall be required to be motion sensitive not permanently illuminated. Infrared sensor security lights are the only type of security light permitted.

(15) **PROHIBITIONS**. The following light fixtures and Light Sources are prohibited: mercury vapor lamps, laser Light Sources, unshielded floodlights or spotlights, metal halide, except for recreational Uses, see Section (10), and searchlights.

(16) **OTHER EXEMPTIONS**.

(a) **Nonconformance**. All other outdoor light fixtures lawfully installed prior to and operable on the effective date of the ordinance codified in this Chapter, including City owned or leased Street lights, are exempt from all requirements of this Code. On commercial projects, all such fixtures shall be brought into compliance with this Code upon any Application for any exterior Building Permit. On residential Structures, only new exterior fixtures on remodels or new additions must comply with this ordinance.

(b) **Fossil Fuel Light**. All outdoor light fixtures producing light directly by the combustion of natural gas or other fossil fuels are exempt from the requirements of this Code.

(c) **Up-lighting**. Up-lighting is permitted under the following conditions:

(i) The use of luminaires for up-lighting on any residentially or commercial zoned Lot or Property or within a City ROW or Open Space zone, is permitted only for City-funded or owned statues, public monuments, ground – mounted Public Art, or flags of the United States of America.

(ii) All up-lighting shall be shielded and/or have beam-angle control and shall be aimed to limit the directed light to the illuminated object only.

(iii) Up-lighting is permitted thirty (30) minutes before sunset and until 11:00 p.m.; or, one hour after the close of location

based on normal hours of operations, whichever is later.

(17) **TEMPORARY EXEMPTION**.

(a) **Requests**. Any Person may submit a written request to the Planning Director for a temporary exemption. A temporary exemption request shall contain the following information:

(i) Specific exemption or exemption request;

(ii) Type and Use of outdoor light fixtures involved;

(iii) Duration of time for requested exemption;

(iv) Total wattage;

(v) Proposed location on Site;

(vi) Description of event or reason for need of exemption; and

(vii) Other data as deemed necessary to adequately review and made a determination on the request.

(b) **Approval; Duration**. The Planning Department shall have ten (10) Business days from the date of a complete submission of the temporary request to act, in writing, on the request. The Planning Department shall approve the request if it finds that the exemption is necessary for public safety, security or other public necessity and the exemption does not materially subvert the purpose of this Chapter.

If approved, the exemption shall be valid for not more than thirty (30) days from the date of approval. The approval shall be renewable by the Planning Director upon consideration of all the circumstances and provided a finding of public safety or necessity is made, and no intent to circumvent the intent of this Chapter is present. Each such renewed exemption shall be valid for not more than thirty (30) days.

(c) **Denial/Appeal**. If the request for a temporary exemption is denied, the Person making the request, in writing, may appeal the

decision to the Planning Commission within ten (10) days of the denial as provided for in LMC Chapter 15-1.

(J) **TRASH AND RECYCLING ENCLOSURES**. In addition to County health standards, the following trash enclosure design standards shall apply:

(1) Trash and storage Areas shall be Screened by landscaping, Fencing, berms or other devices integral to overall Site and Building design;

(2) Trash and storage enclosures shall be designed and constructed of materials that are Compatible with the proposed or existing Building and with surrounding Structures. The enclosure's design, construction, and materials shall be substantial and consisting of masonry, steel, or other materials approved by the Planning and Building Department and capable of sustaining active use by residents and trash/recycling haulers. The design shall, if physically possible, include both a pedestrian door and a truck door or gate;

(3) Trash and storage Areas shall be well maintained including prompt repair and replacement of damaged gates, Fences and plants;

(4) Openings of trash enclosures shall be oriented away from public view or Screened with sturdy gates wide enough to allow easy Access for trash collection, where practical;

(5) The consolidation of trash Areas between Businesses and the Use of modern disposal techniques is encouraged.

(6) **Exception**. These standards shall not apply to existing Structures that have been built with zero Setbacks or when such enclosures would negatively impact Access, circulation, or snow removal efforts.

(K) **MECHANICAL EQUIPMENT**. All electrical service equipment and sub-panels and all mechanical equipment, including but not limited to, air conditioning, pool equipment, fans and vents, utility transformers, except those owned and maintained by public utility companies, and solar panels, shall be painted to match the surrounding wall color or painted or Screened to blend with the surrounding natural terrain. Roof mounted equipment and vents shall be painted to match the roof and/or adjacent wall color and shall be Screened or integrated into the design of the Structure. Minor exceptions to Setback requirements for Screened mechanical equipment may be approved by the Planning Director where the proposed location is the most logical location for the equipment and impacts from the equipment on neighboring properties, historic facades, and streetscapes can be mitigated and roof top mechanical placement and visual clutter is minimized.

(L) **PATIOS AND DRIVEWAYS**. A Building Permit is required for all non-

SNYDERVILLE BASIN TRANSPORTATION MASTER PLAN UPDATE

SUBMITTED BY: KENT CASHEL, TRANSIT & TRANSPORTATION MANAGER

Please find below Summit County adopted Vision, Goals and Policies from the Snyderville Basin Transportation Master Plan. This study will guide the development of Pedestrian, bicycle, auto and transit modes and infrastructure in the Snyderville Basin well into the future.

Summit County has issued a Request for Proposals (RFP), secured a transportation consulting team (Fehr & Peers Transportation Consultants), formed Steering and Stakeholder committees and kicked off the transportation planning project.

Park City is participating with Summit County in this transportation planning exercise to assist and to help ensure the County and City's plans are coordinated. This participation consists of Tim Henney serving on the stakeholder committee, $20,000 financial contribution to the study, and Kent Cashel serving on the steering committee.

The consultants are currently busy analyzing existing transportation conditions in the Snyderville Basin, modeling future conditions and assembling short term transportation needs. The plan is scheduled for completion and Summit County adoption in November 2014.

Staff will continue to provide ongoing updates as the study progresses. These updates will generally be in the form of Manager's reports and short work session agenda items. Council members should feel free to contact Kent Cashel with questions or requests for more detailed information regarding the study.

VISION

Summit County will develop and sustain a safe, convenient, and efficient transportation system for the Snyderville Basin incorporating various modes of travel including automobiles, public transportation, bicycles, pedestrians and other innovative and futuristic modes.

GOALS

The following Goals and Policies are intended to provide the framework, guidance, and implementation steps for the Basin as it continues to improve its transportation system. The above referenced vision statement was used to develop the following Transportation Master Plan policies:

1. *Integration - Coordinate land use planning, transportation planning and management, economic initiatives and capital investments to result in a transportation system and land uses that support and enhance each other.*

2. *Multi-Modal – Promote and provide a multi-modal transportation system that maximizes mode choice and mobility for all users and offers opportunities for physical activity and healthy lifestyles.*
3. *Interconnected - Create an interconnected local and regional roadway network that provides efficient and convenient mobility and access.*
4. *Design & Maintenance - Plan, design, build and maintain a high-quality, safe and cost-effective transportation system.*
5. *Economy - Resorts – Recognize and support the unique world class Olympic-level resorts based in Summit County and support their goals in guest transportation options.*
6. *Education – develop effective informational programs that assist locals and visitors to understand this document and how their personal travel choices affects the performance of the transportation system, what their travel options are and how individuals can make travel choices (even a percentage of their trips) that are critical to achieving the goals set forth in this document.*
7. *Monitoring - Regularly Measure & Report Progress toward long term goals.*

POLICIES

1. Through land use, transportation and economic planning, promote, support and coordinate local and regional transportation planning decisions and capital investments using the vision established in the Snyderville Basin General Plan.
   1.1. Through new development, make transportation improvements inclusive of roadway network, pedestrian and bicycle connections, transit, trail and sidewalk networks to existing development, redevelopment, parks, facilities, and other destinations.
   1.2. Work with surrounding jurisdictions to support the local and regional transportation networks and identify funding sources that would be more attractive when benefitting a greater number of people and constituents.
   1.3. Design transportation infrastructure that will be sensitive to the surrounding land use, environmental, scenic, aesthetic, and historic contexts.
   1.4. Manage parking supply and demand to optimize land use through coordination of land use and transportation planning.

2. Create a multi-modal transportation system that provides safety, convenience and flexibility for all Basin residents and visitors.
   2.1. Seek to achieve a non-auto goal (double existing mode shares? / separate winter and summer goals?) as a percentage of non-auto trips.
   2.2. Design transit infrastructure that will be user friendly, efficient, cost effective and attractive.
   2.3. Provide transit service within ¼ mile walk of 90 percent of residences, and 100 percent of lodging units.
   2.4. Provide transit services to ensure that all visitors staying in Snyderville Basin lodging properties can have an enjoyable stay without the need for a private automobile.
   2.5. Ensure that shelter is available at all bus stops with 10 or more passenger boardings per day.

2.6. Create a pedestrian and bicycle network that maximizes safety, convenience, and comfort for all users whenever the opportunity presents its self through development projects and through public works improvement projects when right-of-way and budget allow.
    2.6.1. Implement the missing trail connections and use the criteria from the Snyderville Basin Special Recreation District Trails Master Plan to determine additional trail improvements.
    2.6.2. Implement missing sidewalk connections between neighborhoods, schools and commercial areas and maintain all connections year round.
    2.6.3. Implement/Consider implementation of a multi-modal Level of Service program

3. Provide a complete and connected roadway network that maximizes capacity, safety, convenience, and comfort for drivers of all legal ages and abilities that does not expand the arterial system except as a last resort.
    3.1. Expand the collector and local street system when necessary to provide a complete and connected roadway network.
    3.2. Provide adequate commercial access to support economic goals.
    3.3. Provide for the movement of trucks and goods in and through the community outside of residential areas whenever possible.
    3.4. Vehicular Level of Service.
4. Transportation infrastructure will be aesthetically designed and constructed to the high level of quality expected by our citizens.
    4.1. Maintain transportation infrastructure components to minimize life-cycle cost.
5. Recognize the unique world class resorts in our community and support their efforts both programmatically and financially through cooperative measures that will provide the best transportation options for our visitors.
6. Provide pedestrian, bicyclist and motorist education and training through on-going enforcement and public education programs.
    6.1. Ensure that visitors are well informed of non-auto mobility options.

7. Regularly Measure & Report Progress toward long term goals.
    7.1. Establish an annual “Report Card” that captures and records key metrics that indicate the progress Summit County is making towards reaching the goals set forth in this document. Some of the measurements could be; ADT, Average Occupants per vehicle during peak hour on SR-224, and 248, Transit mode share and etc.

Manager's Report

Tesoro Uinta Express Pipeline – Michelle De Haan, Water Quality and Treatment Manager

In April 2014, the Uinta-Wasatch-Cache National Forrest issued a request for public notice on the Tesoro Uinta Express Pipeline. The intent of the project is to convey waxy crude oil via pipeline in addition to, or vs., oil trucks from Duchesne to Salt Lake City. The attached maps, Attachment A & B, show three alignments that were initially considered by Tesoro. Tesoro has indicated its preferred alignment, shown in blue, is from Oakley to Coalville, paralleling the Weber River, along the shore of Rockport Reservoir, then again along the Weber River, to just upstream of Echo Reservoir for approximately 18 miles. This alignment is directly adjacent to Weber Basin Water Conservancy District's water intake structure, which diverts water from the Rockport Reservoir into Park City's and Mountain Regional's raw water delivery system.

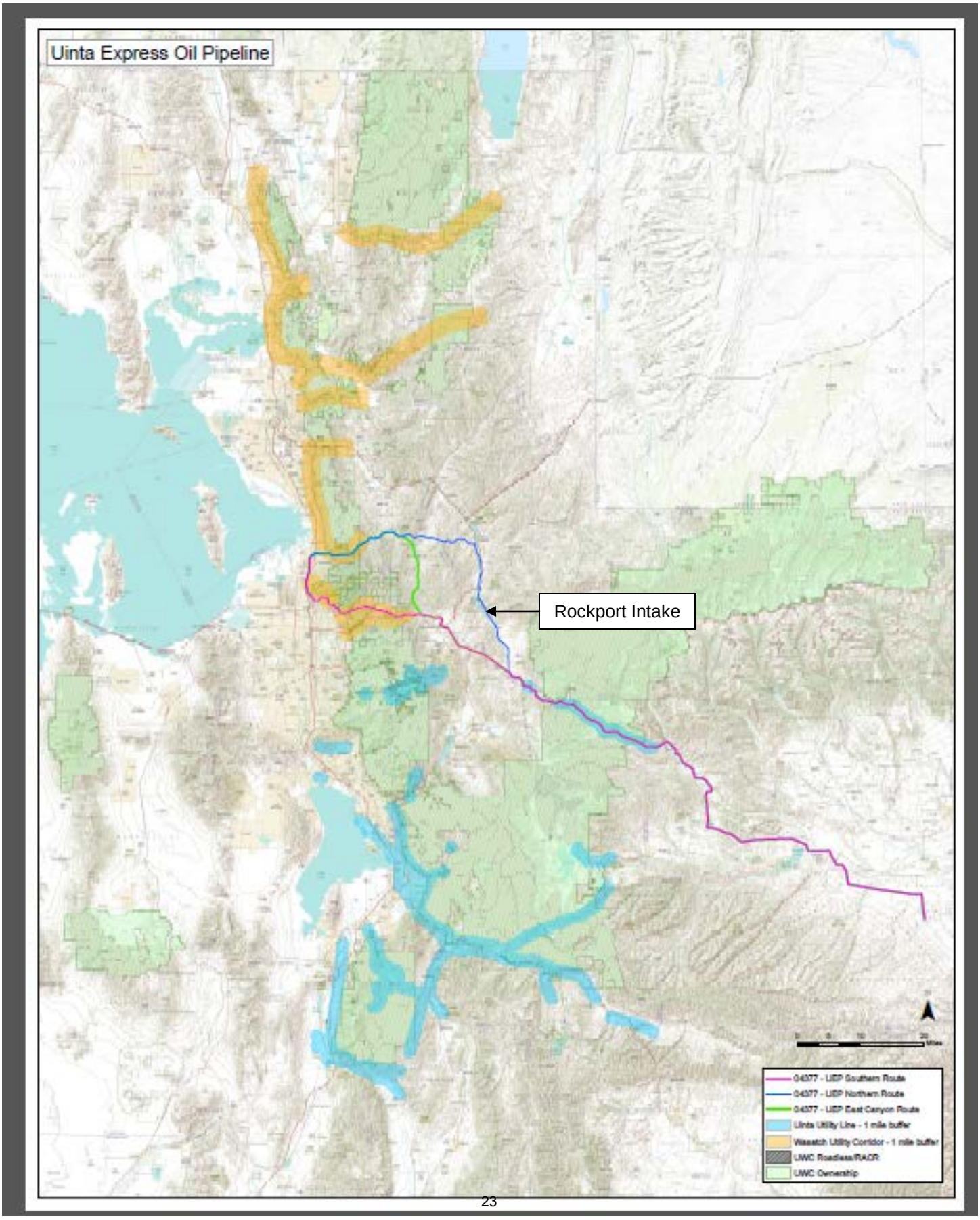
The City sent a comment letter (Attachment C) that captured many of the Weber Basin Water Conservation District, Mountain Regional Water Special Service District, and Summit County's comments. This letter also highlighted specific community concerns to Park City. While none of the stakeholders noted herein have taken a public position against the project to date, water systems and Summit County are concerned about the alignment being located near the local water supply. Water department staff attended a Tesoro public meeting in Kamas in June. Staff has also attended two meetings with Tesoro and its consultants at Weber Basin's office in May, and in the field in June by the water intake structure, which diverts water from the Rockport Reservoir into Park City's and Mountain Regional's raw water delivery system. To date, Tesoro has been receptive to Weber River water systems concerns as follows.

- Tesoro has evaluated and developed a draft alternative map considering a possible alternative to move the pipeline away from the water intake structure..
- Tesoro has indicated it will evaluate additional alternate alignment options, proposed by Mountain Regional, which would avoid the upper Weber River, including tributaries and adjacent wetlands that drain into the Weber River.

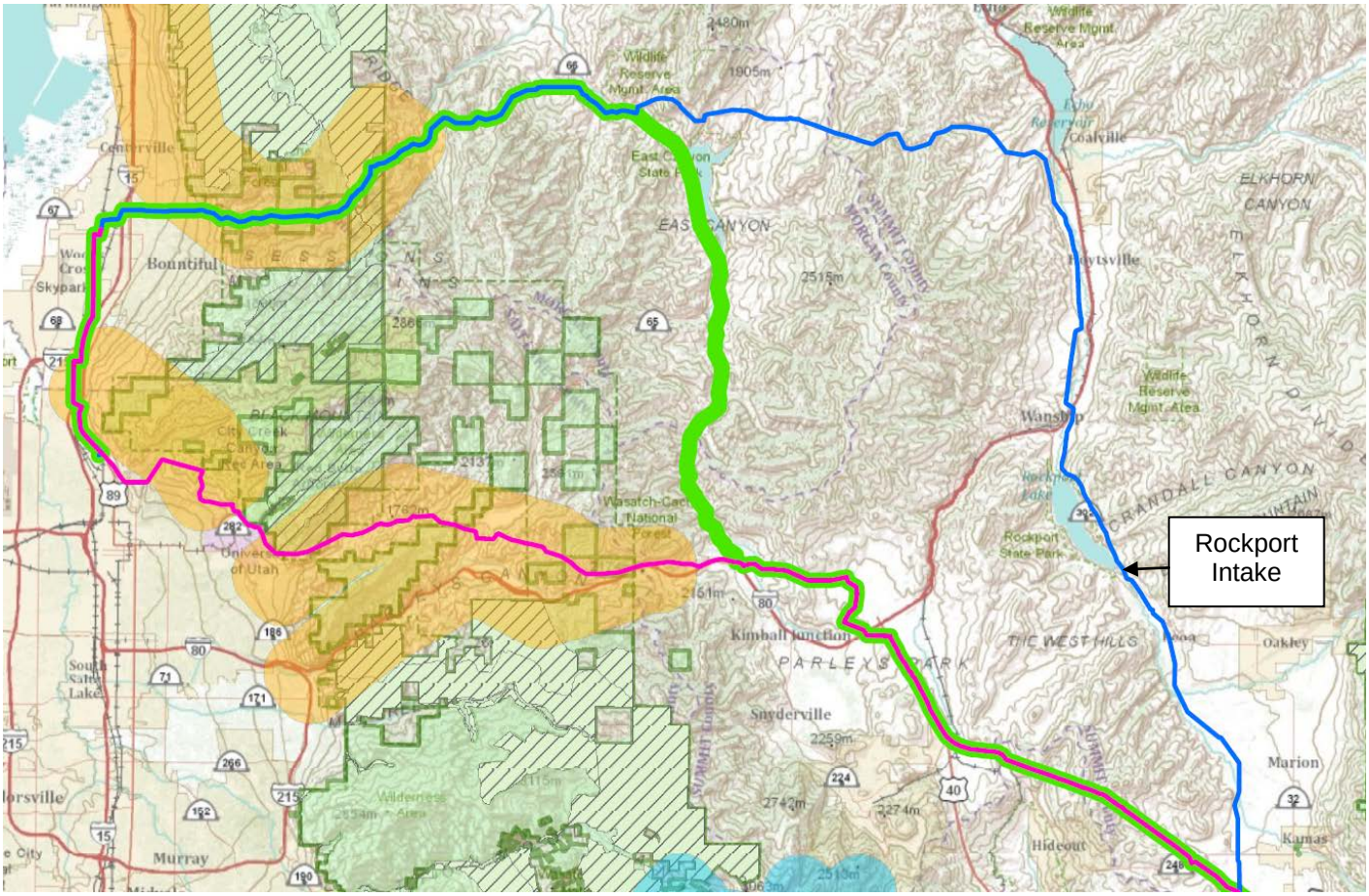
In late June, Water Department staff attended a Summit County Council meeting to support adoption of two, Planning and Engineering, Temporary Land Use Ordinances relating to Hazardous Liquids or Materials Transmission Pipelines. These ordinances were directly related to protecting the Weber River, surrounding wetlands, and property owners from the existing alignment of the Tesoro pipeline and others that may be proposed in the near term. After lengthy Summit County Council discussion to modify the ordinances, both ordinances passed unanimously. County staff will be working closely with stakeholders on a final version, which will go through the full public review process over the next 6-months.

Water Department staff will continue to participate in stakeholder efforts to protect the Weber River supply, and provide regular updates to City Council.

Attachment A: Expanded View
Blue Line Tesoro Preferred Route



Attachment B: Detailed View
Blue Line Preferred Tesoro Route



Attachment 3 City Comment Letter
To National Forrest Service on Uinta Express Pipeline

PARK CITY
1884
WATER

April 21, 2014

Nelson Gonzalez-Sullow
Uinta-Wasatch-Cache National Forest Service
Supervisor's Office
857 West South Jordan Parkway
South Jordan, UT 84095
Email: uwc_info.fs.fed.us

SENT by: EMAIL

RE: Comments Regarding the Proposed Tesoro Refining's Uinta Express Pipeline

Dear Mr. Gonzalez-Sullow:

On behalf of Park City Municipal Corporation (Park City), we would like to formally provide comments and concerns for the proposed alignment of the Tesoro's Uinta Express Pipeline (the "Pipeline") to the U.S. Forest Service. We have also reviewed and concur with the comment letters sent by Weber Basin, Summit County, and Mountain Regional Water Special Service District's (Mountain Regional).

Park City, located in Summit County, is an internationally recognized destination resort community. Park City is home to Deer Valley Resort and Park City Mountain Resort, the United States Ski & Snowboard Association, the Sundance Film Festival and numerous annual events. The Park City Water District serves an average daily population of 20,000 and a peak population during holidays and special events of up to 45,000. Tesoro's "preferred alignment" from Oakley to Coalville parallels and is adjacent to the Weber River, along the shore of Rockport Reservoir, then again along the Weber River to just upstream of Echo Reservoir, for approximately 18 miles. This alignment is directly adjacent to Weber Basin Water Conservancy District's water intake structure which diverts water from the Rockport Reservoir into Park City's and Mountain Regional's raw water delivery system. Water diverted from this source makes up approximately 35% of Park City's drinking water supply. At the inlet to the Rockport Reservoir, the alignment is within a few feet of the intake structure and pump station that jointly supplies Park City's and Mountain Regional's raw drinking water supply. We are greatly concerned about the impact of a potential and eventually likely spill into our waterway, which could negatively impact our community and the economic tourism benefits Park City provides locally, regionally and to the State of Utah.

It is our understanding that there will be 135 miles of 12-inch buried steel pipeline, carrying around 60,000 barrels of crude oil per day, from the Uinta Basin to the Wasatch Front.

The new pipeline is proposed to parallel the Chevron, Questar and/or the Kern River pipeline rights-of-ways through much of the distance. It is to replace over 250 tanker trucks per day on the highways between Uinta County and Salt Lake County.

While we are not opposed to practical and responsible energy development, including the safe transportation thereof, we are extremely concerned with the following potential issues:

1. A pipeline carrying black or yellow waxy crude of this type, with the associated high pressures, viscosity concerns, linear heating demands, and the like; routed adjacent to the Weber River and its tributaries and reservoir storage systems, is extremely dangerous to our potable water supply.

2. There must be a safer route that can be seriously and intelligently considered. More alternatives should be presented and properly vetted and deliberated. Park City, Mountain Regional, Weber Basin and other stakeholders have already talked about potential viable alternatives near the alignment that would not provide the same risk factors to our drinking water supplies. It is paramount that we have the opportunity to meet with Tesoro and the Forest Service as critical stakeholders to share these alternatives.

3. At minimum a major buffer from these waterways would allow for some retention and capturing of any releases prior to entering the water ways. When the pipelines cross rivers or streams, special construction should be required to account for erosion of the water channel. Isolation valves should be installed that can shut remotely, as well as the installation of articulating joints that allow for some displacement. Cameras should be installed for monitoring and piping maintenance, especially at river crossings and adjacent to Weber Basin Water Conservancy District's water intake structure supplying Park City and Mountain Regional. We would also recommend that emergency response containers be stored in strategic locations along the pipeline alignment, but especially where water crossings occur or where the pipeline must be in close proximity to water ways.

4. We are very aware of the existing petroleum pipelines that this new line is intending to follow, under the preferred alignment, and that Tesoro believes the environmental impacts are reduced by doing so, but we strongly disagree. Placing a third, high pressure, heated, crude oil pipeline alongside two existing high pressure petroleum pipelines compounds the risks exponentially. The potential of having a rupture along this alignment, that may contain three or more high pressure lines, is significantly higher with multiple pipelines. The potential of more than one pipeline being impacted by the rupture of another pipeline is also much higher.

5. There have also been many other recent oil pipeline ruptures in Utah and throughout the country, many which have impacted Utah's water resources. There are no guarantees that petroleum pipeline spills or ruptures will not occur, so it is the petroleum/oil pipeline owner's responsibility to construct, operate, and continuously maintain and monitor these lines in the highest standard possible. Access in some of these areas, particularly along the Rockport Reservoir area is narrow and nearly inaccessible in places. As such, it is concerning that there will not be a commitment to continuous maintenance and emergency response and access would be difficult.

6. Aside from many other and obvious environmental quality concerns; a spill of any size, along this proposed Weber River corridor would be devastating to Park City and Mountain Regional's jointly utilized water supply facilities, including the health, safety, and economic vitality of the visitors and citizens living and working in Park City. Our intakes and pumping facilities could be irreparably damaged and harmed by such a spill. Waxy crude oil congealing in our intake, pumping systems, and pipelines would be an environmental and economic disaster, and could compromise the continued viability of Park City.

7. Rocky Mountain Power's high voltage power transmission line serving this area and Mountain Regional's power facility, which is jointly utilized to power the raw water pump station supplying Park City and Mountain Regional, are scheduled to be upgraded from 46,000 volts to 138,000 volts in 2016. This presents a possible construction conflict as they upgrade their sub-station to the higher capacity.

8. The Weber River corridor and the Rockport area are significant cultural and prime wildlife habitats for many aquatic, wetland, and upland species. Adequate protections need to be presented.

Given the risks to Park City's water quality and environmental impacts, we ask that you meet with us, our neighboring water systems and Weber Basin, as critical stakeholders, to reevaluate the proposed alignment, consider alternatives, and demonstrate adequate protection of our water supply. Our failure to act properly and responsibly in this matter could have a huge impact on the environment, tourism, as well as compromising the drinking water for Park City and surrounding areas.

Please add me to your mailing list regarding this proposed project and all proposed future actions. My email address is clint.mcaffee@parkcity.org and my mailing address is:

PO Box 1480
Park City, Utah 84060

Sincerely,

Clint McAffee, P.E.
Water Manager
Park City Municipal Corporation

Diane Foster
City Manager
Park City Municipal Corporation

City Council Staff Report

Subject: **Shared Lane Markings for Bicycles on Roadways (Sharrows)**
Author: **Heinrich Deters**
Department: **Sustainability Department**
Date: **July 10, 2014**
Type of Item: **Informational**

Summary Recommendations:
Staff recommends Council direct staff to implement a one year pilot program for Shared Lane Markings (Sharrows) on public roadways within City limits. Additionally, staff recommends returning to Council after the pilot program has been completed and evaluate the pilot program's results, effectiveness and criteria.

Topic/Description: City Policy on the use of Shared Lane Markings for Bicycles on Public Streets.

Figure 1: Typical Sharrow Symbol

Background:
The Neighborhood Traffic Management Program (NTMP) is an internal staff committee, comprised of several City Departments, that addresses resident requests related to traffic management concerns and other administrative functions related to traffic, circulation, safety and transportation policy recommendations.
NTMP Policy and Manual

In November of 2013, City Council received public comment from a Snyderville Basin resident, seeking information associated with the placement of shared lane markings or 'Sharrows' along a stretch of SR-224 (Park Avenue) from Kearns Blvd. to Empire Ave. Consistent with the NTMP process, staff presented the item at the December 10, 2013, meeting. The NTMP committee invited the resident to present his concern and discuss next steps. The decision was made to procure a study from a professional traffic engineering firm that would provide a holistic approach and policy direction on the implementation of 'sharrows'. (Exhibit A- Sharrow Policy)

At the January 14, 2014, NTMP meeting, staff and the consultant from InterPlan, a traffic engineering firm, presented the study to the Committee and requesting resident. The study, which examined federal standards associated with the markings, as well as peer review the City's existing policies on implementation and incorporate those findings into a recommended set of criteria consisting of posted speed limit, road grade, and average daily traffic counts (ADT). Next, the recommended criteria were overlaid on the City's streets plan, creating an exhibit of what streets the 'sharrows' might be implemented within City limits. Per the criteria, the area requested by the resident on Park Avenue was not recommended for 'sharrows'. The study also recommended the City implement a pilot program and document results. The Committee was split on where to implement the proposed pilot program; however, the Committee agreed that the next step would be to present the study at a public open house in the near future, in addition to discussing the study with UDOT.

On March 18, 2014, Staff presented the Sharrow criteria at the City Projects public open house. Approximately twenty people expressed interest in the item. All very supportive of the City having a policy regarding their use and there was a broad understanding of the reasoning behind the criteria (low volume traffic, low speeds). The NTMP applicant requested their use along Park Avenue, which is not supported by the criteria in the report.

At the May 13, 2014, NTMP meeting, staff reconfirmed support for InterPlan's criteria recommendations and recommends the use of a pilot program to collect data applicable to the program and approved the use of the markings on Prospector and Sidewinder Drives. Staff forwarded the InterPlan report to the UDOT Region 2 Director and staff along with the recommendation not to use Sharrows on State Route 224.

Analysis:
A Shared Lane Markings policy is a good complement to existing transportation planning documents, as many similar cities have found them to be effective tools. Sharrows are important in executing contiguous bicycle networks, where existing infrastructure does not allow for more traditional practices.

Although many roadways may have characteristics which are suitable for Sharrows, not all are ideal candidates. When selecting for Sharrow locations, one should look for roadways which contain on-street parking, where there is danger for a cyclist to collide with the open door of a parked car, or roadways with inadequate width to safely allow for parallel travel of a motor vehicle and a bicycle. When possible, traditional bike lanes are preferred as they allow for both bicycles and automobiles to travel unencumbered by each other.

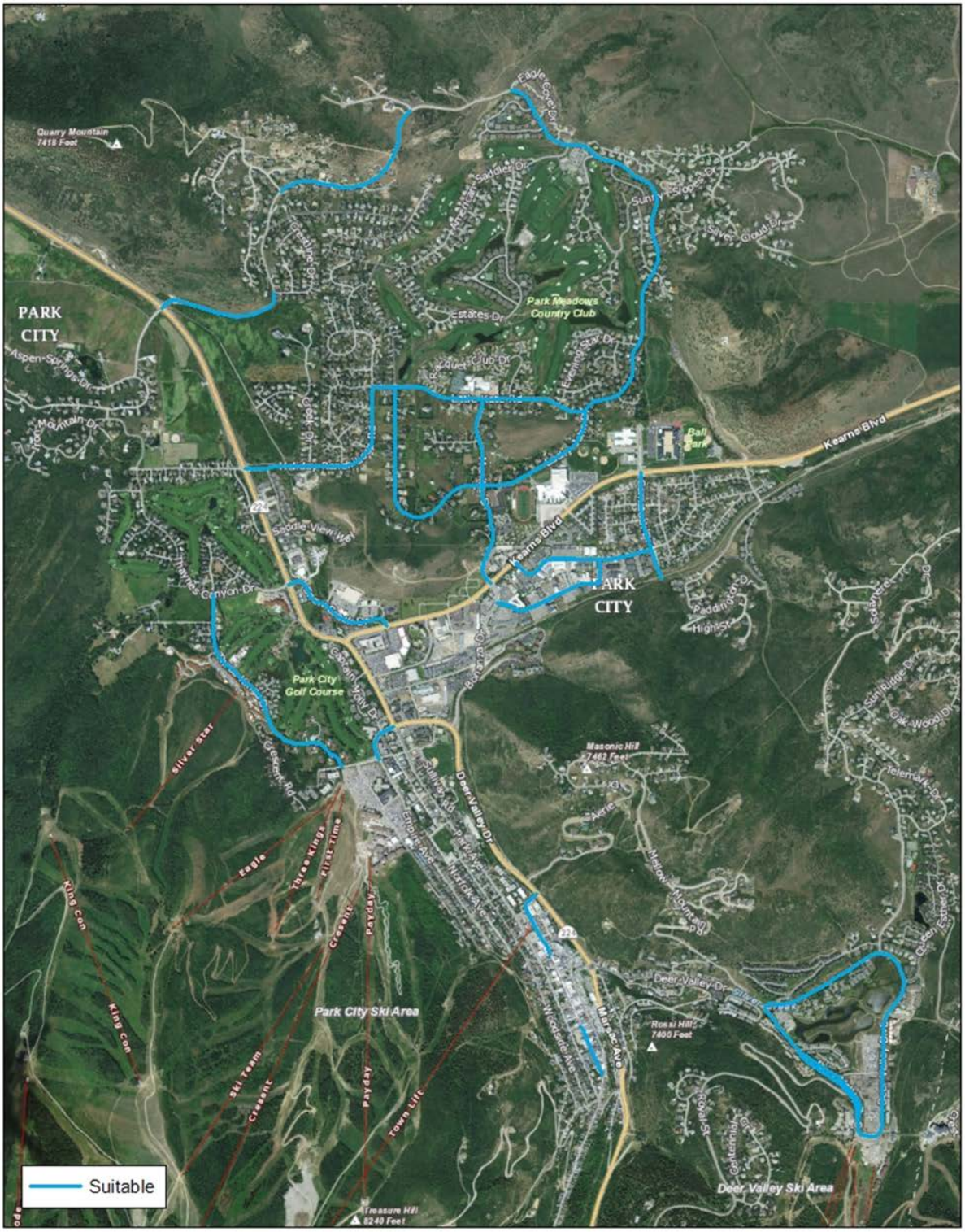
Based on administrative criteria proposed by InterPlan and recommended by staff, a Sharrow may be incorporated into a roadway only:

- When consistent with existing corridor plans (SR-224 & SR-248);
- Where the speed limit does not exceed 25 mph;
- Where the average daily traffic volumes is less than 3,500;

- Where the slope is less than 6 percent.

For sections of roadway where the slope exceeds 6 percent, Sharrows should only be applied on the downhill slope. These should be considered on a case-by-case basis.

A map depicting the recommended roadways is provided below:



Department Review:
This report has been reviewed by the Sustainability, Transit, Streets, Engineering Legal and Executive Departments.

Significant Impacts:
A policy regarding shared lane markings within City limits will allow staff to implement additional bicycle safety measures on roadways.

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	Accessible and world-class recreational facilities, parks and programs Safe community that is walkable and bike-able	~		Engaged and informed citizenry
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Positive ⇧	Neutral ⇔	Neutral ⇔	Positive ⇧
Comments:				

Funding Source:
Funding for the pilot program (Exhibit B, Scope of Services) in the amount of $7,162 is projected to come from the Neighborhood Traffic Management Fund.

Recommendation:
Staff recommends Council direct staff to implement a one year pilot program for Shared Lane Markings (Sharrows) on public roadways within City limits. Additionally, staff recommends returning to Council after the pilot program has been completed and evaluate the pilot program's results, effectiveness and criteria.

Exhibits:
Exhibit A-PCMC 2014 Sharrow Policy and Map
Exhibit B- InterPlan Scope of Services for Shared Lane Marking Pilot Program

Exhibit A

Park City Municipal Corporation
Sharrow Policy and Map

January 2014

Introduction

Shared lane markings, increasingly referred to as Sharrows, are sections of road lanes where bicycle right-of-way is physically marked within the driving lane. Sharrows differ from traditional bike lanes in that they are within the driving lane and not parallel to it. Sharrows are typically utilized when road characteristics do not lend themselves to a traditional bike lane, such as narrow sections of road or when parallel street parking is present. Sharrow lanes are also helpful to clearly define the preferred travel path for cyclists and to communicate to drivers to be aware of their presence. Figure 1 shows a typical application of sharrow lanes.

Figure 1: Sharrow lane markings

FHWA Evaluation of Shared Lane Markings (Sharrows)

In December of 2010 the Federal Highway Administration (FHWA) conducted an evaluation of shared lane markings to evaluate their impact on operational and safety measures for bicyclists and motorists. Sharrows were evaluated in three cities, Cambridge, MA, Chapel Hill, NC, and Seattle, WA, to explore the following hypotheses:

- The markings may help indicate a preferred travel path and thereby improve bicyclist positioning relative to parked motor vehicles when riding in shared lanes with on-street parking.
- The markings may help to improve spacing or operations when motorists pass bicyclists on streets both with and without parking
- The marking could improve bicyclist positioning relative to the curb or other hazards along the roadway edge including unsafe drain grates or uneven pavement.
- The markings could be used in a situation where a bicyclist needs to take control of the lane, such as on a section of steep downgrade where more operating space is needed and there is not enough width to provide a sufficiently wide bicycle lane. Another such situation might be on a narrow lane where bicyclists need to move away from the door zone or other hazards.
- The marking may reduce wrong-way and sidewalk riding, which can cause collisions.
- The markings may increase the distance of motor vehicles in the travel lane from parked motor vehicles or from the curb or edge of pavement in the absence of bicyclists, thereby providing more operating space for bicyclists.

Findings of the evaluation showed that usage of Sharrows was high, with between 88% and 97% of riders riding over the markings, when used on flat sections of road both with and without on-street parking. Alternatively, where the Sharrows are placed on steep grades, usage was low, with only 15% of riders riding over the markings. Other findings indicate that Sharrows increase operating space for bicyclists, reduce sidewalk riding and increase safety in variables related to the interactions between bicycles and motor vehicles. In general, conclusions from the study were minimal and it documented a need for further research.

AASHTO Guidelines on Marked Shared Lanes

Included in AASHTO's fourth edition of its Guide for the Development of Bicycle Facilities, is a section on the design of on-road facilities. Included within this section are these guidelines on the proper application of Sharrows (AASHTO 2012, Pages 4-4 – 4-5):

- In a shared lane with adjacent on-street parallel parking, to assist bicyclists with lateral positioning that reduces the chance of a bicyclist impacting the open door of a parked vehicle.
- On wide outside lanes, to indicate more appropriate positioning away from the curb or the edge of the traveled way.
- On a section of roadway with shared lanes, to fill a gap between two sections of roadway that have bike lanes, or to fill a gap between a shared use path and a nearby destination, or other similar connections.
- On a section of roadway where the lanes are too narrow for a bicyclist and motorist to travel side-by-side in the lane.
- On a steep downgrade section of roadway where there is room for only one bike lane. In these situations, a bike lane should be used on the upgrade section due to the bicyclist's slower operating speed moving uphill.
- It may be appropriate to use shared-lane markings, rather than a bike lane, on a steep downgrade section of roadway where bicycle speeds are high and parking is present, since bicyclists may choose not to use a bike lane when traveling at high speeds adjacent to parked vehicles.
- At multilane intersections where there is insufficient width to provide a bike lane, and conflicts make it desirable to indicate proper positioning.
- At transit stops, to provide visual cues to motorists and bicyclists on the correct path to follow.
- Shared-lane markings are not appropriate on paved shoulders or in bike lanes, and should not be used on roadways that have a speed limit above 35 mph. Shared-lane markings should be placed immediately after an intersection and spaced at intervals not greater than 250 ft. thereafter.
- Shared-lane markings should be marked on an alignment that represents a practical path of bicycle travel under typical conditions. For some streets, that may be the center of a shared travel lane. On a one-way street designated as a bicycle route, where the bicycle route makes a

left turn, it may be appropriate to place shared-lane markings on both the outside right and left lanes of the street.

Comparative "Peer Community" Sharrow Policy Overview

In the 2011 Traffic & Transportation Master Plan peer cities were identified for the purposes of demographic comparison. The communities were selected due to their location in the Intermountain West and their existence as recreation-oriented communities. These cities were again looked to, but for the purposes of finding shared lane marking and Sharrow policies which could be used to guide the formulation of Park City's own guidelines.

Town of Jackson and Teton County, WY

Jackson's 2013 Bicycle Improvement plan identifies "bicycle boulevards" as a recommended facility type. These "bicycle boulevards" are described as low-volume, low-speed streets modified to enhance bicyclist comfort and feature share-lane markings. Requirements for these boulevards are speeds less than or equal to 25 mph and motor vehicle volumes less than 3,000 vehicles per day.
Crested Butte and Gunnison Area, CO

The City of Gunnison makes reference to the usage of sharrows, but does not provide much guidance surrounding their usage. They state that their usage is to be restricted to "low-volume" streets, however no specifications are provided.

Flagstaff and Coconino County, AZ

Flagstaff's Zoning Code identifies three classes of bicycle facilities. Class III: Sharrow/Bicycle Boulevard are described as a road shared by bicycles and vehicles and are allowed on streets with a design speed of less than 25 mph.

Breckenridge and Summit County, CO

The town of Breckenridge describes "sharrows" as a shared lane marking used on roads to:

- Assist bicyclists in lateral positioning in a shared lane with on-street parallel parking in order to reduce the chance of a bicyclist impacting the open door of a parked vehicle.
- Assist bicyclists with lateral positioning in lanes that are too narrow for a motor vehicle and bicycle to travel side by side within the same traffic lane.
- Reduce the incidence of wrong-way bicycling
- Encourage safe passing of bicyclists by motorists
- Alert road users of lateral location of bicyclists within the travel lane.

Proposed Park City Sharrow Policy

The goal for the Park City Sharrow Policy is to act as a supplement to the existing documents which guide transportation related decision-making. Two such documents exist: the 2011 Park City Traffic & Transportation Master Plan and the 2008 Park City Trails Master Plan. The Traffic &Transportation Master Plan does have a Non-motorized Vehicles/Trails section, but mainly points to the Trails Master Plan, and does not provided any guidance on Sharrows specifically. The Trails Master Plan does cover shared roadways, the category which Sharrows would fall under, but only looks to signed and unsigned roadways and does not contain guidance on Sharrows or shared lane markings.

The recommended guidance on the usage of Sharrows to be amended to the Park City Traffic & Transportation Master Plan and the Park City Trails Master Plan is as follows:

Although many roadways may have characteristics which are suitable for Sharrows, not all are ideal candidates. When selecting for Sharrow locations, one should look for roadways which contain on-street parking, where there is danger for a cyclist to collide with the open door of a parked car, or roadways with inadequate width to safely allow for parallel travel of a motor vehicle and a bicycle. When possible, traditional bike lanes are preferred as they allow for both bicycles and automobiles to travel unencumbered by each other.

A Sharrow can be incorporated into a roadway only:

- When consistent with existing corridor plans (SR-224 & SR-248)
- When the speed limit does not exceed 25 mph
- When the average daily traffic volumes is less than 3,500
- Where the slope is less than 6 percent

For sections of roadway where the slope exceeds 6 percent, Sharrows should only be applied on the downhill slope. These should be considered on a case-by-case basis.

Park City Sharrow Network

Figure 2 shows roadway sections in Park City which are suitable for Sharrows. Blue lines indicate roads with speed limits of 25 mph or less and with an ADT of less than 3,500. A majority of the roads identified already contain either a primary (paved, separated path) or a secondary (striped shoulder) bicycle route (see Figure 6-12 of the Park City Traffic and Transportation Master Plan). These paved separated paths and striped shoulders are typically preferable to a Sharrow style bike route, especially in the absence of on-street parking, and so in most cases should be kept in place. Figure 3 highlights the sections of roads that do not currently contain a primary or secondary bicycle route and are also suitable for a Sharrow lane, as well as sections of road where a secondary route is in place, but a Sharrow lane is preferable. These sections of road could be marked as Sharrows to help supplement the current bicycle network.

Figure 2: Road Segments Suitable for Sharrow Application

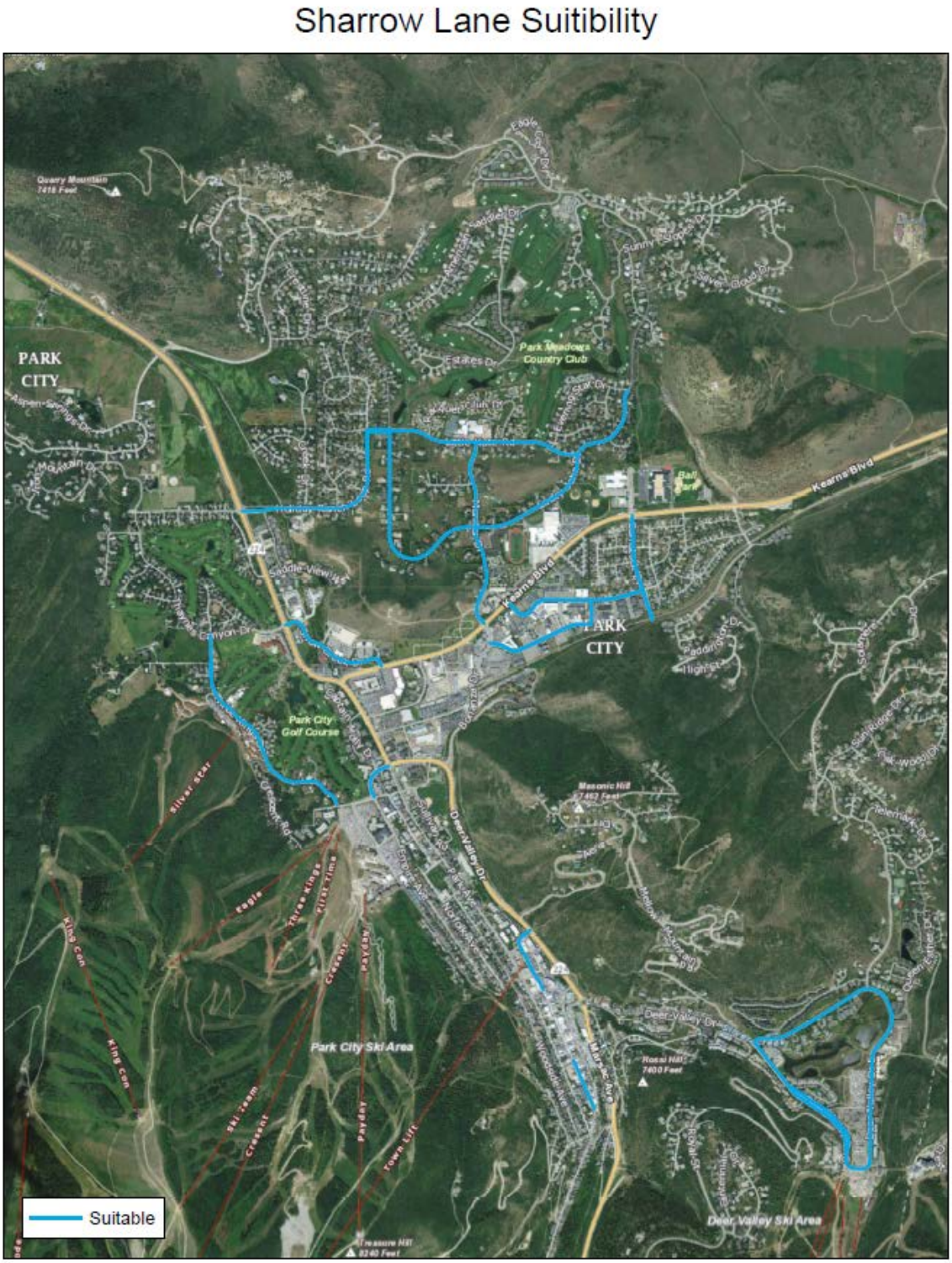
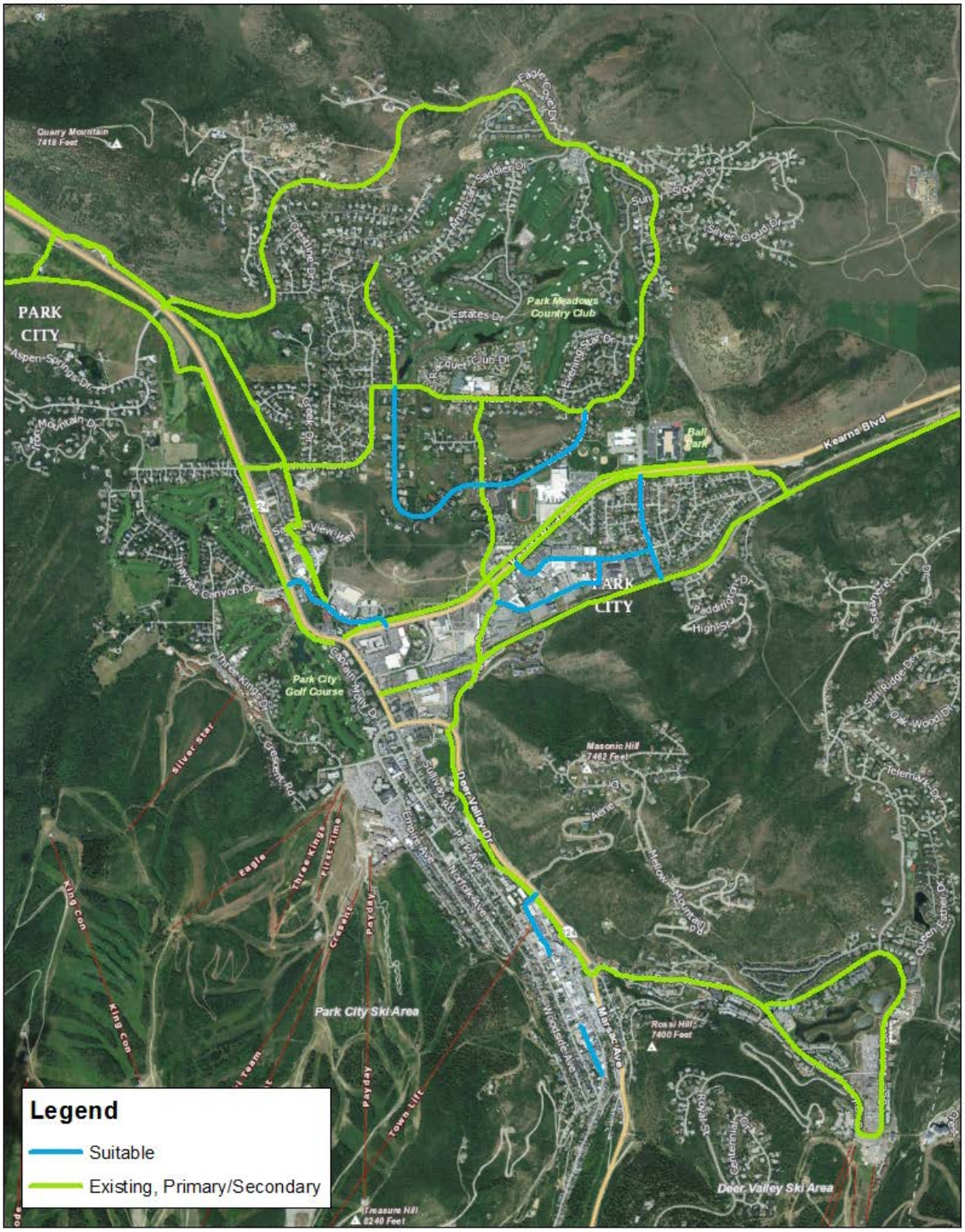


Figure 3: Potential Sharrow Lane Application Sites



Lucky John Dr.
This is the Northern most roads identified which could support a Sharrow and does not currently contain a primary or secondary bicycle route. This is a local street which services a residential neighborhood and has an ADT of 1,112. Due to the low volume of traffic and unmarked travel lanes, it may not be necessary to provide a bicycle facility of any kind.

Snow Creek Dr.
It connects Kearns Boulevard and Park Avenue, to the north of where they join. This could be a great application of a Sharrow as it would provide a needed connection between three existing primary routes.

Prospector Ave./Sidewinder Dr./Comstock Dr.
Although these are currently secondary bike routes, Sharrows along these three roads would be preferable to current infrastructure and would complement the current bicycle network. Together Sharrows along these roads would connect the Rail Trail, Kearns Boulevard, and Bonanza Drive, providing good bicycle access to the businesses located in this portion of the city.

Main St.
As one of the few streets in Park City which contains on-street parking, a Sharrow lane would be necessary to avoid potential "dooring" accidents. A Sharrow here would connect the primary bicycle facility along Deer Valley Drive to the heart of Park City.

Conclusions

In Park City, a Sharrow Lane policy is a good complement to its existing transportation planning documents, as many similar cities have found them to be effective tools. Sharrows are important in executing contiguous bicycle networks, where existing infrastructure does not allow for more traditional practices. To best manage, change and promote acceptance and utilization, it may be advantageous for Park City to do a pilot Sharrow project on one segment of road, before more large-scale adoption. Snow Creek Drive is likely the best suitable option for such an endeavor. Community reaction could then be gauged before trying to apply Sharrows to roads such as Main St. which are more closely focused in the public eye.

Exhibit B- InterPlan Scope of Services for Shared Lane Marking Pilot Program

InterPlan Scope of Services
Bicycle Planning Assistance to Park City Municipal Corporation
June 16, 2014

"Sharrow" Lane Marking Pilot Study

Summary

At the request of PCMC Trails and Open Space Planning staff, the following presents a scope of services to implement a Sharrow lane marking pilot study for PCMC. This effort will assess the effects of Sharrow lanes on bicycle frequency and behavior, and will assess user acceptance through data collection processes. Findings will be summarized in a final report.

Scope of Work

1. InterPlan with meet with PCMC staff to determine and appropriate pilot study area. The selection will be based on the needs of the city (as determined by city staff), and will be in line with PCMC's adopted Sharrow Policy.
2. Prior to and after striping of the Sharrow lane markings, data will be collected within the study area on the frequency and nature of bicycle traffic. Bicycle positioning within the ROW, avoidance maneuvers (Bicycle-Vehicle, Bicycle-Bicycle, Bicycle-Pedestrian), and general observations will be noted.
3. Through surveying, InterPlan will solicit feedback from users of the Sharrow lane markings. This data will be used to evaluate user acceptance, and inform Sharrow implementation on a larger scale.
4. InterPlan meet with PCMC staff as well as others selected by staff to provide input on the pilot process and results.
5. Based on staff and other input, InterPlan will document a final summary of findings for PCMC staff to inform further implementation of Sharrows in Park City.

Budget

InterPlan will complete the proposed work for a total cost not to exceed $7,200.00 as shown in the attached cost estimate.

"Sharrow" Pilot Program				
Staff	Andrea Olson	Kai Tohinaka	Jen Rose	Total Cost
Title	P-I-C	Project Manager	Support	
Hourly Rate	$135.00	$75.00	$65.00	
Pilot area selection/selection criteria		2		$ 150.00
Data Collection/Analysis (Pre/Post)	4	24	4	$ 2,600.00
Public Input		8	2	$ 730.00
Meeting with Staff	4	12		$ 1,440.00
Findings and Final Report	4	16	4	$ 2,000.00
Mileage				$ 242.00
Total	**12**	**62**	**10**	**$ 7,162.00**

Exhibit A- InterPlan Scope of Services for Shared Lane Marking Pilot Program

InterPlan Scope of Services
Bicycle Planning Assistance to Park City Municipal Corporation
June 16, 2014

"Sharrow" Lane Marking Pilot Study

Summary

At the request of PCMC Trails and Open Space Planning staff, the following presents a scope of services to implement a Sharrow lane marking pilot study for PCMC. This effort will assess the effects of Sharrow lanes on bicycle frequency and behavior, and will assess user acceptance through data collection processes. Findings will be summarized in a final report.

Scope of Work

1. InterPlan with meet with PCMC staff to determine and appropriate pilot study area. The selection will be based on the needs of the city (as determined by city staff), and will be in line with PCMC's adopted Sharrow Policy.
2. Prior to and after striping of the Sharrow lane markings, data will be collected within the study area on the frequency and nature of bicycle traffic. Bicycle positioning within the ROW, avoidance maneuvers (Bicycle-Vehicle, Bicycle-Bicycle, Bicycle-Pedestrian), and general observations will be noted.
3. Through surveying, InterPlan will solicit feedback from users of the Sharrow lane markings. This data will be used to evaluate user acceptance, and inform Sharrow implementation on a larger scale.
4. InterPlan meet with PCMC staff as well as others selected by staff to provide input on the pilot process and results.
5. Based on staff and other input, InterPlan will document a final summary of findings for PCMC staff to inform further implementation of Sharrows in Park City.

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Mileage				$ 242.00
Total	**12**	**62**	**10**	**$ 7,162.00**

City Council
Staff Report

Subject: City Website Redesign
Author: Scott Robertson, Shannon Dale
Department: Information Technology
Date: July 10, 2014
Type of Item: Administrative

Summary Recommendations:
Approve a contract in the amount of $24,622 with Vision Internet for website redesign services in a form approved by the City Manager.

Topic/Description:
City Staff is seeking to perform a website upgrade and redesign to improve function, visitor experience and compatibility.

Background:
The City website has served the community well for nearly five years and has received both design and transparency awards. Though the website has been a showcase for other government websites, it has reached its effective technology lifecycle.

Developing a new website has been compared to getting 100 individuals to agree to purchase the same model and color of car. In short, it's a challenging endeavor with many data points and user interests. The best approach, we have found, is to establish key outcomes, leverage existing resources and maximize our needs.

Starting in December 2013, IT staff worked with 39 department website publishers across the organization to identify successes and issues with the current website and to establish a specific mission statement that we all could agree upon:

> *"To develop a low-cost, visually appealing, easy to implement and user-friendly website that can provide services and information to its visitors, while achieving inter-departmental and organization-wide continuity."*

Most of the group agreed that the flow and aesthetics of our existing website is sound. And the ability to implement a solution in a short period of time with the least amount of training possible was important. So without reinventing an entire website, we identified changes we could make to create a new website that we can all be proud of.

Key Improvements	
Refresh the aesthetics and automate front page imagery	Simplify integration with external content
More front page real-estate available to list events, news items and other high priority content	Cleanup menu flows
Improve publishing interface and capability of Content Management System	Utilize website statistics to better place content
Improve departments control of page content	Improve search capabilities

Key Improvements - Continued	
Increase the horizontal view of the website	Improve navigation menu flows
Enhance the mobile user experience and capabilities	Review speed and performance
Increase access to public meetings and documents in conjunction with meeting management software implementation	

After reviewing hundreds of websites and speaking with dozens of website owners about their experiences with vendors and technology challenges, the publisher team unanimously agreed that utilizing our existing vendor would rapidly address current issues and meet our needs in a cost effective manner.

Analysis:

One of the most important elements for a useful website is content. The Content Management System (CMS) is like the vehicle's engine and chassis; it's the core structure supporting user authentication, menu lists, structure and dynamic updates. Thus, selecting a well-designed and supported CMS is essential.

Graphical elements attach to the "chassis" and are the most time consuming aspects of a redesign; collaborating on the look-and-feel, establishing functions with workflows and testing is only secondary to transferring and re-aligning information.

2002 - 2009

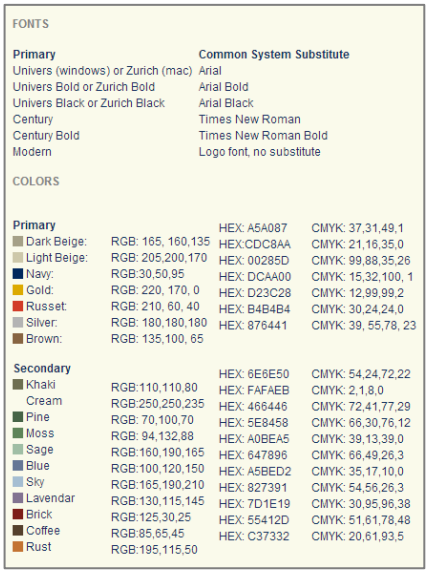
2010 - Present

Many aspects are considered for the website design. Reviewing website statistics about whom and how the website is used is an industry best practice. For example, mobile users searching with iPhones, Androids and iPads are a fast growing user base, increasing by 23% in the last two years. Our top three page requests in 2013 were Recreation, Transit-Bus, and Jobs using Internet Explorer, which fell to second place over Google's Chrome. This information helps to prioritize content and select new technologies to meet these demands.

Park City's website receives over one million views each year and ranks high in search engine results but most visitors are usually looking for alternate content such as lodging and restaurants.

<u>Daily Operations</u>

Many of the City website processes are decentralized; department publishers create and submit content that undergoes basic review for spelling, grammar and style compliance before being published. The style guide is the basis for establishing the color, look and feel for the overall website. The CMS limits design elements to the style guide but still allows some publishing flexibility.

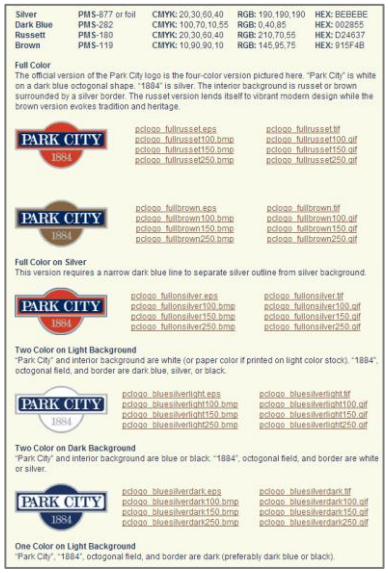


FONTS

Primary	Common System Substitute
Univers (windows) or Zurich (mac)	Arial
Univers Bold or Zurich Bold	Arial Bold
Univers Black or Zurich Black	Arial Black
Century	Times New Roman
Century Bold	Times New Roman Bold
Modern	Logo font, no substitute

COLORS

Primary			
Dark Beige:	RGB: 165, 160,135	HEX: A5A087	CMYK: 37,31,49,1
Light Beige:	RGB: 205,200,170	HEX:CDC8AA	CMYK: 21,16,35,0
Navy:	RGB:30,50,95	HEX: 00285D	CMYK: 99,88,35,26
Gold:	RGB: 220, 170, 0	HEX: DCAA00	CMYK: 15,32,100, 1
Russet:	RGB: 210, 60, 40	HEX: D23C28	CMYK: 12,99,99,2
Silver:	RGB: 180,180,180	HEX: B4B4B4	CMYK: 30,24,24,0
Brown:	RGB: 135,100, 65	HEX: 876441	CMYK: 39, 55,78, 23
Secondary			
Khaki	RGB:110,110,80	HEX: 6E6E50	CMYK: 54,24,72,22
Cream	RGB:250,250,235	HEX: FAFAEB	CMYK: 2,1,8,0
Pine	RGB: 70,100,70	HEX: 466446	CMYK: 72,41,77,29
Moss	RGB: 94,132,88	HEX: 5E8458	CMYK: 66,30,76,12
Sage	RGB:160,190,165	HEX: A0BEA5	CMYK: 39,13,39,0
Blue	RGB:100,120,150	HEX: 647896	CMYK: 66,49,26,3
Sky	RGB:165,190,210	HEX: A5BED2	CMYK: 35,17,10,0
Lavendar	RGB:130,115,145	HEX: 827391	CMYK: 54,56,26,3
Brick	RGB:125,30,25	HEX: 7D1E19	CMYK: 30,95,96,38
Coffee	RGB:85,65,45	HEX: 55412D	CMYK: 51,61,78,48
Rust	RGB:195,115,50	HEX: C37332	CMYK: 20,61,93,5



Silver	PMS-877 or foil	CMYK: 20,30,60,40	RGB: 190,190,190	HEX: BEBEBE
Dark Blue	PMS-282	CMYK: 100,70,10,55	RGB: 0,40,85	HEX: 002855
Russett	PMS-180	CMYK: 20,30,60,40	RGB: 210,70,55	HEX: D24637
Brown	PMS-119	CMYK: 10,90,90,10	RGB: 145,95,75	HEX: 915F4B

Full Color
The official version of the Park City logo is the four-color version pictured here. "Park City" is white on a dark blue octogonal shape. "1884" is silver. The interior background is russet or brown surrounded by a silver border. The russet version lends itself to vibrant modern design while the brown version evokes tradition and heritage.

pclogo_fullrusset.eps pclogo_fullrusset.tif
pclogo_fullrusset100.bmp pclogo_fullrusset100.gif
pclogo_fullrusset150.bmp pclogo_fullrusset150.gif
pclogo_fullrusset250.bmp pclogo_fullrusset250.gif

pclogo_fullbrown.eps pclogo_fullbrown.tif
pclogo_fullbrown100.bmp pclogo_fullbrown100.gif
pclogo_fullbrown150.bmp pclogo_fullbrown150.gif
pclogo_fullbrown250.bmp pclogo_fullbrown250.gif

Full Color on Silver
This version requires a narrow dark blue line to separate silver outline from silver background.

pclogo_fullonsilver.eps pclogo_fullonsilver.tif
pclogo_fullonsilver100.bmp pclogo_fullonsilver100.gif
pclogo_fullonsilver150.bmp pclogo_fullonsilver150.gif
pclogo_fullonsilver250.bmp pclogo_fullonsilver250.gif

Two Color on Light Background
"Park City" and interior background are white (or paper color if printed on light color stock). "1884", octogonal field, and border are dark blue, silver, or black.

pclogo_bluesilverlight.eps pclogo_bluesilverlight.tif
pclogo_bluesilverlight100.bmp pclogo_bluesilverlight100.gif
pclogo_bluesilverlight150.bmp pclogo_bluesilverlight150.gif
pclogo_bluesilverlight250.bmp pclogo_bluesilverlight250.gif

Two Color on Dark Background
"Park City" and interior background are blue or black. "1884", octogonal field, and border are white or silver.

pclogo_bluesilverdark.eps pclogo_bluesilverdark.tif
pclogo_bluesilverdark100.bmp pclogo_bluesilverdark100.gif
pclogo_bluesilverdark150.bmp pclogo_bluesilverdark150.gif
pclogo_bluesilverdark250.bmp pclogo_bluesilverdark250.gif

One Color on Light Background
"Park City", "1884", octogonal field, and border are dark (preferably dark blue or black).

IT has skilled web talent but does not have a dedicated webmaster, graphic designer, or social media expert. We rely on our vendors and inter-departmental efforts to create a quality product. However, we still have ongoing challenges that occur with most organizations our size, including:

1. Prioritizing content with limited Front Page real-estate
2. Adapting to ever changing mobile apps and new social media trends
3. Keeping the website as the focal point for information delivery
4. Structuring and organizing information for ease of navigation
5. Working with external organizations to meet community objectives
6. Keeping consistency with our organizational branding
7. Maintaining a level of security and recovery

Park City's website is also an important component in terms of representing Park City in an appealing and aesthetic way while at the same time providing a functional platform for information and content management. Utilizing our existing vendor relationship will help us to

achieve our key objectives, as stated in our mission statement, in a rapid and cost effective manner.

What will the new website look like? This is still to be determined. However, department liaisons reviewed dozens of sites and identified design elements from favorite sites to be included in proposed wireframe designs.

Will the website search features be improved? Yes, search capabilities will be enhanced to provide more relevance to subjects, dates times and popularity.

How would the new site integrate with other software such as meeting management? It will take effort and discussions to integrate any third-party web components, but this is a common practice.

Will emergency web notifications continue to work? Yes, emergency banners would continue to work in the same manner.

Vision Internet – Software & Services	
VisionCMS Upgrade Newest version of the CMS platform Web-based consultation Web-based training sessions Content migration	$15,663.61
Graphic Redesign Vision will provide a website refresh to include one homepage design and up to three interior page templates. Vision will work with staff to conceptualize the design.	$6967.86
Responsive Design Responsive design allows the website to detect the screen resolution of the device so it can optimize specifically for that device. This ensures that the visitors will be able to easily navigate the website regardless of the device they are using.	$990.53
Maintenance Upgrades will be purchased as needed, with IT staff supporting server and hosting services.	$0
TOTAL:	$24,622

See Exhibit A for scope of work.

In researching the website implementation costs with similar scope and organization size, the range was between $30,000 to $50,000.

Department Review:
Building, EOC, Engineering, Executive, Finance, Golf, HR, Ice & Fields, Planning, Police, Public Works, Recreation, Sustainability, Water

Alternatives:

A. Approve:

Staff's recommends Council approve the contract. Once authorized, the project schedules would be finalized and project implementation would commence. Staff would later provide Council with developing graphical design concepts and report on the project status. The project completion is expected December 2014.

B. Deny:
If the request is denied, staff will utilize the existing system but with growing operational challenges and potential public frustration.
C. Modify:
Modifying the request could delay project implementation.
D. Continue the Item:
Continuing the item would be the same as denying the request.
E. Do Nothing:
Doing nothing would be the same as denying the request.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	**Preserving & Enhancing the Natural Environment (Environmental Impact)**	**An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)**	**Responsive, Cutting-Edge & Effective Government**
Which Desired Outcomes might the Recommended Action Impact?	+ Internationally recognized & respected brand	+ Reduced municipal, business and community carbon footprints	+ Community gathering spaces and places	+ Ease of access to desired information for citizens and visitors
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Positive ⇧	Positive ⇧	Positive ⇧	Very Positive ↑
Comments:				

Funding Source:
Funding has been secured under a Capital Improvement Project.

Consequences of not taking the recommended action:
Maintaining the older site will grow increasingly difficult as incompatibility with more current technologies diminishes our ability to perform updates and to engage the public in a meaningful and efficient manner.

Recommendation:
Approve a contract in the amount of $24,622 with Vision Internet for website redesign services in a form approved by the City Manager.

EXHIBIT A

Scope of Work

This Exhibit A ("Exhibit A") describes the Scope of Work for website development services, to be performed by Vision Internet ("Service Provider") for Park City Municipal Corporation ("City"). In this document the words "we," "us," and "ours" refer to the Service Provider. The word "you" refers to the City.

Implementation of the website will include:

Navigation Design

The Service Provider will consult with the City on how best to organize your website's content. Based on this consultation, the Service Provider will create a homepage layout wireframe that shows the placement of key information and dynamic content.

The Service Provider will deliver the following:

- Homepage layout wireframe

Graphic Design

The Service Provider will provide the City with one homepage design concept for your approval. The Service Provider will provide revisions of the homepage design concept. Upon approval of the final homepage design concept by the City, the Service Provider will create up to three interior page designs.

The Service Provider will deliver the following:

- One homepage design concept
- Approved homepage design
- Up to three interior page templates

Vision Content Management System™

The Service Provider will implement the City's website using the Vision Content Management System™ ("visionCMS™"). Customization of the visionCMS™ includes the frontend graphic design and layout as well as adding or subtracting fields for your specific needs.

The visionCMS™ will be implemented with the following components:

SITE ADMINISTRATION AND SECURITY	
• Audit Trail Log • Backend Content Title Search • Backend Dashboard • Broken Link Reporter • Content Review and Publishing • Component Manager • Content Scheduling • Context Sensitive Online Help • Departmental Page Restrictions • Document Central • Drag and Drop Multiple File and	• Flexible Site Variable Settings • Image Library • Page Template Library • Personal Toolbar • Role-Based Security • Scheduled Content Review • SiteMaster™ Template Builder • Submission Validation (reCAPTCHA) • Recycle Bin • Updated and Expired Content Reporting

- Image Uploading
- Email Address Masking
- Enhanced User Interface
- Web Traffic Statistics
- Widget-based Layout Options
- Workspace

Content Editing

- Advanced WYSIWYG Editor
- Search and Replace
- Spell Checker
- Style Gallery
- Table Wizard
- Undo/Redo
- User Commenting
- Version Control

Advanced Navigation Management

- Automatic Breadcrumbs
- Connected Pages
- Content Categories
- Dynamic Drop Down Menus
- Error 404 (Page Not Found) Handling
- External Link Splash Page
- Friendly URL Redirect
- Navigation Control
- Navigation Redirect
- Page Linking
- Quick Links
- Single-Source Publishing
- Site Search (Google CSE)
- Sitemap Generator

User Experience and Interactivity

- Business Directory
- Community Spotlight
- Dynamic Calendar System
- Dynamic Homepage
- Facilities Directory
- Facilities Reservations
- Feedback Form
- Form Builder
- Frequently Asked Questions
- In-page Content Editing
- Job Posts
- News
- RFP Posts
- Rotating Homepage Banners
- Service Directory
- Staff Directory
- Sticky News
- Weather Update

Department Management

- Department-Level Administration
- Department-Level Navigation
- Department-Level Sitemap

Outreach, Media, and Social Networking

- Audio and Video Embedding
- Bookmark and Share
- eNotification
- Emergency Alert (site wide)
- Facebook FeedReader™
- govTrack CRM™
- OneClick Social Networking™
- Photo Gallery & Slideshow
- RSS FeedReader™
- Twitter FeedReader™

- Forward to a Friend

Accessibility	
• Automatic Alt-Tags	• Google Translation Integration
• Dynamic Font Resizing	• Printer Friendly Pages
• Dynamic Reader Download Links	• Table Accessibility Tools

Additional Interactive Components and Features	
• Approval Cycle	• Responsive Design

Additional HTML Template

The Service Provider will provide the City with an HTML template that vendors of third-party components can use. Additional web-interfaces with third-party databases and systems are outside the scope of work of this Exhibit A.

Implementation Stages and Project Schedule

The table below shows the projected development and launch schedule along with a list of key deliverables/milestones.

Implementation Step	Avg. Duration
Vision Stage • Initial kick-off call with City's project manager • Survey preparation and review • Review project goals and timeline	2 – 4 Weeks
Concept Stage • Define navigation strategy • Homepage layout wireframe	2 – 4 Weeks
Design Stage • Unique, custom graphic design • Custom icons, buttons, screen elements, and backgrounds • Homepage design comp	3 – 4 Weeks
Development Stage • Implementation of visionCMS™ • Integration of interactive components • Content migration	4 – 9 Weeks
Quality Assurance, Documentation, and Training Stage • Final testing • Customized training manual • Web-based training	2 – 3 Weeks
Soft Launch & Final Launch • Move website to production server • Completed website • Website goes live	2 Weeks
Total estimated time to launch	15 - 26 Weeks

** The schedule may vary depending on additional components and participant decision times.*

City Council Staff Report

Subject:	**Main Street Peak-Hour Peak Day Employee Parking Pilot**
Author:	**Jonathan Weidenhamer, Economic Development Manager** **Kent Cashel, Transit-Transportation Manager**
Department:	**Sustainability & Public Works**
Date:	**July 10, 2014**
Type of Item:	**Administrative**

Summary Recommendations:
Council should read this report, discuss its contents with Staff and provide Staff with feedback regarding the pilot program. Staff will return to Council in early October with an update on the outcomes of the summer pilot program and recommendations for the winter 2014-15 program. No additional budget appropriation is required for the summer pilot program.

Topic/Description:
Information on task force recommended pilot program to make more parking available for Main Street customers by reducing number of parking spaces utilized by Main Street employees on peak demand days.

Background:
On February 27, 2014, during Council Questions and Comments, one City Council member requested that Staff work with the HPCA to determine if a remote parking program could be implemented on peak days to increase the availability of customer parking. A link to the Feb 27, 2014 meeting minutes is found below (page 4 of minutes).
http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=12523

On March 13, 2014, staff developed a work plan for the initial phase of this cooperative effort and included this information in that week's Manager Report. The link below will provide reader access to that report (page 7 & 8 of Council packet).
http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=12570

On March 20, 2014, Staff met with Alison Butz, Executive Director of the Historic Park City Alliance (HPCA), to discuss the formation of a Peak-Hour Peak-Day Parking Task Force. Members from the HPCA's Parking Committee and City staff were selected to attend a series of 7 task force meetings.

Task force members are as follows:

Maren Mullin	HPCA – Past President
Stephanie Johnston	HPCA - President
Ron Wedig	HPCA – Board Member
John Kenworthy	HPCA – HPCA Member
Alison Butz	HPCA - Executive Director
Jonathan Weidenhamer	PCMC - Economic Development
Jason Glidden	PCMC - Special Events
Brian Andersen	PCMC - Parking
Brooks Robinson	PCMC - Transportation
Kent Cashel	PCMC - Transportation

The City's inventory of parking in the Main Street core consists of 1,360 spaces located on Main Street, in the Gateway garage, Swede Alley lots, China Bridge garage, the Marsac and Sandridge lots.

Analysis:
The first step the Task Force took on this project was to assess the scope, nature and impact of employee parking on the inventory of City owned and operated parking resources.

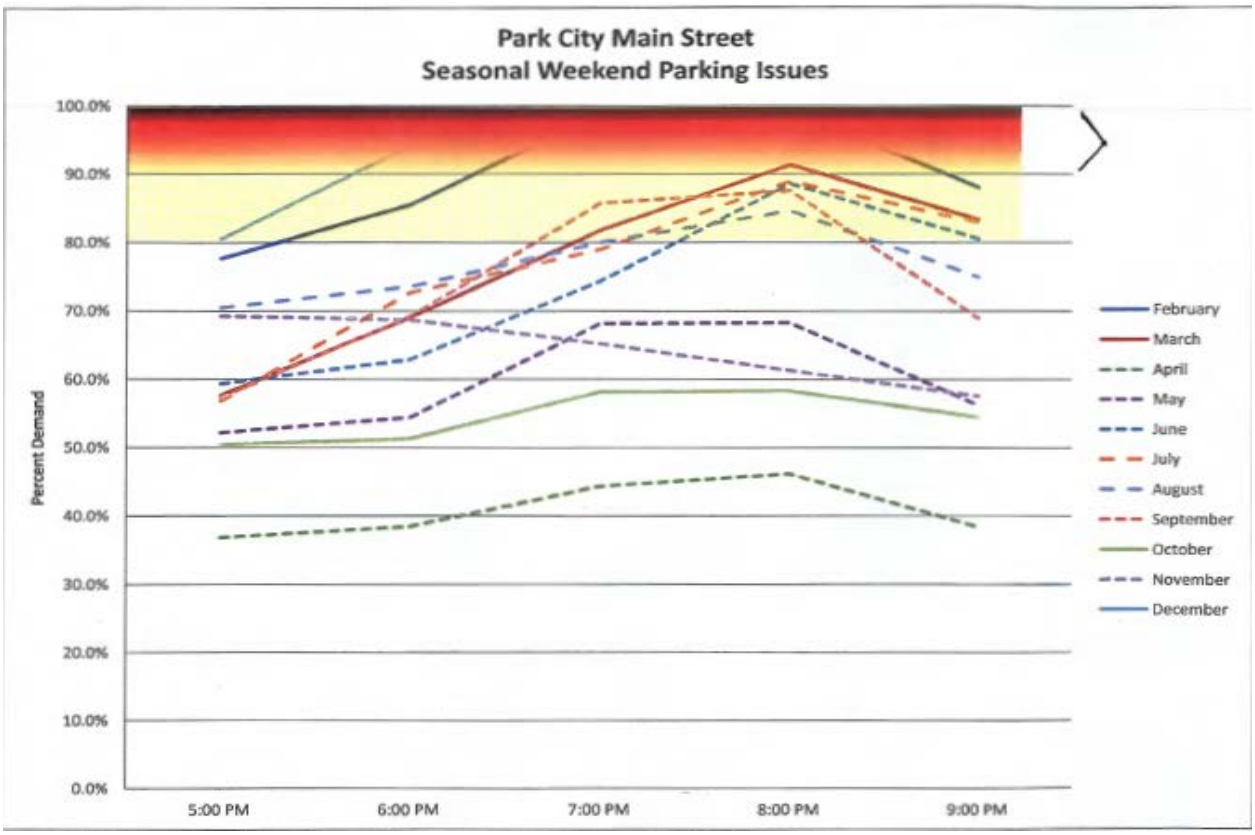
To assist with this assessment, Staff engaged Interplan Transportation Consultants. The consultant assembled data from monthly parking occupancy counts conducted by the City. These counts are conducted one weekday and one weekend day each month. Each parking space in the City's Main Street parking inventory is checked once an hour to determine if it is occupied.

Generally, when 85% of parking spaces are occupied one has to search to find an open space (this is the point at which complaints about parking availability generally begin). Once occupancy exceeds 90%, the search becomes so lengthy that transportation consultants consider parking at 90% to 100% occupancy as full.

The key finding from the occupancy analysis was that the City's Main Street parking inventory exceeds 85% at times when all of the following conditions are met:

- Mid December through March, July & August (peak times);
- Friday and Saturday nights;
- 5-9 pm.

The graph on the next page displays these findings.



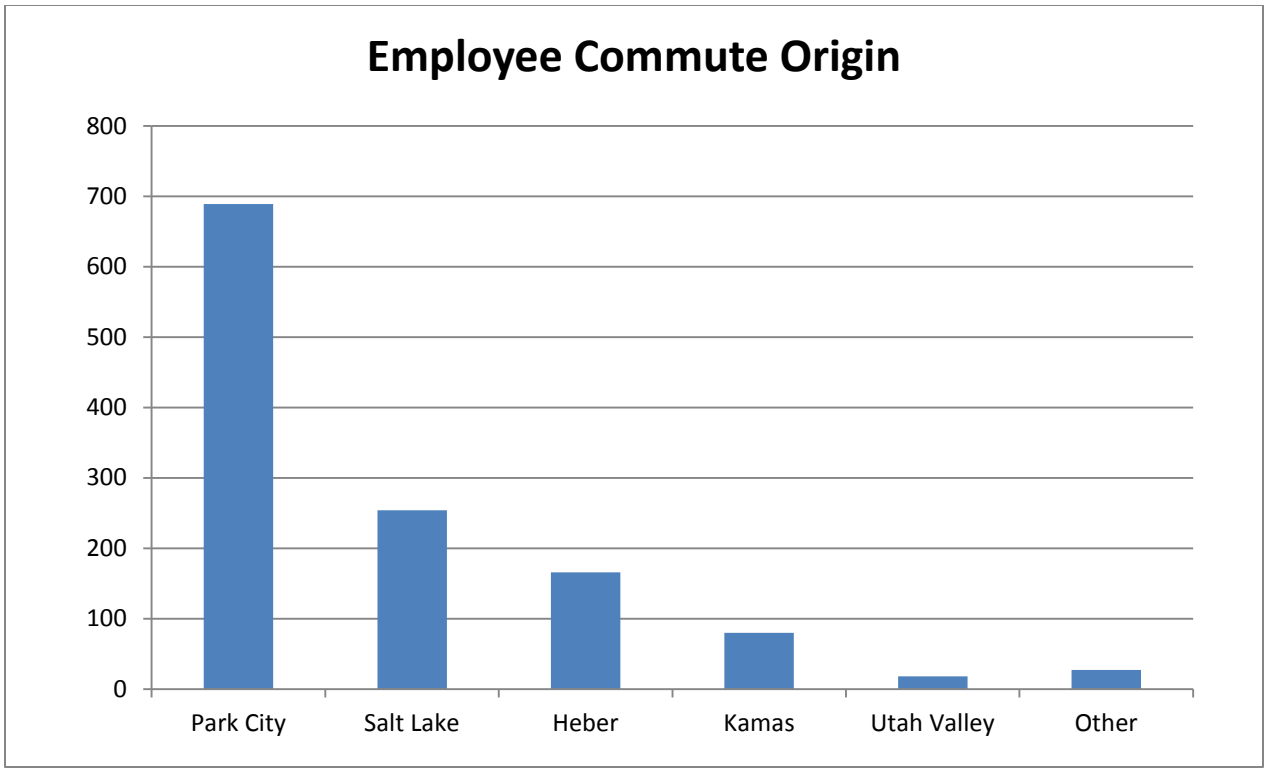
Employer Survey

To determine the number of parking spaces being utilized by employees, the HPCA conducted a survey that asked questions about the businesses employee parking needs. A total of 100 businesses, or 50% of the 200 businesses surveyed, responded. Interplan advised that this response rate is significant enough to rely on trends contained in the data.

The survey data indicates that on a peak evening there are greater than 1,000 employees on Main Street and they could be taking up to 60-70% of available City managed spaces. While the survey data is not sufficient to provide a precise percentage of employee usage it is sufficient to determine employee usage is significant.

Employee Commute Origin

The Main Street business survey also gathered information on employee commute origins. The chart below graphically displays that data. The survey indicates that 57% of Main Street employees live in the greater Park City area with reasonable access to the City\County transit system. This data led to the HPCA's preferred approach of focusing on Park City based employees for the first year of program. If the program achieves its goal of freeing parking inventory for customers, with this local employee focus program, expenses will be far less than a remote park and ride program.



Mitigation Approaches

The task force then identified numerous approaches for reducing the number of employee cars in the Main Street core. The time required for implementation of each of these items was determined. Those ideas that could be implemented by mid-December 2014 were then considered for a Pilot program to be run in July-August 2014. If this trial proves successful, Staff will request Council authorization to implement the program on all Friday & Saturday nights from mid-December through March, and then again July through August, 2015.

The mitigation approaches considered for the trial program are contained in the table found on the next page and described subsequently, and will be implemented if the Pilot program is successful.

Difficulty - Impact	Category	Management Approach
Low	Enforcement	Enforcement staff should continue serving as ambassadors to help guests with information (hand out parking maps)
Medium	Enforcement	Enforce 6 hour limits through 11pm or later
Low	Information	Promote the use of Car and Van Pooling
Low	Financial	Program parking revenues- Fee In Lieu dedicated to parking structure expansion CIP
Medium	Financial	Utilize Parking Pricing (parking rates & permit fees) to drive alternative mode choice while providing funds for capital projects and renewal.
Medium	Financial	Review Payment in Lieu fee structure to ensure that new businesses parking impacts are assessed fees commensurate with their parking impact
Low	Transit	Explore if Trolley can be utilized to serve off site lots in direct proximity to Main Street (e.g., City Park lots)
High	Remote Park	Provide Incentives for employees to park remotely using City funded transit to access Main Street.
Medium	Remote Park	Trial program of remote parking at a fixed location - during peak summer.
Medium	Administrative	Develop strategy for addressing supply side of parking equation

: Small labor expense impact to implement & maintain, Small impact to employees

: Medium labor & expense impact, Moderate Impact to Employees

: Large Labor & expense impact. Large impact to employees

Pilot Program

The task force, responding to HPCA member's preference, selected a group of approaches that depend less upon disincentives (such as shorter time limits, increased price permits) and more on the cooperation and support of Main Street businesses and their employees to be successful. Those approaches are:

- Expanded City Transit. The task force, in response to HPCA member's preference, chose to focus on those employees that live in the greater Park City area. These employees have reasonable access to the City-County transit system eliminating the costs associated with operating the Park and Ride.

- Enforcement officers continue serving as ambassadors to visitors with parking and other Main Street information. This is current practice but Staff will continue to explore ways to improve this level of service.

- Enforcement of time limits in China Bridge Garage and Swede Alley lots will be extended to at least 11pm on all Pilot days. Current enforcement ends at 8pm. This extension will make it more difficult for employees arriving late afternoon-early evening to use Swede Alley or China Bridge lots. Warning notices will be given the first few days to ensure the message regarding change in enforcement hours has been communicated.

  In 2012 HPCA requested, Staff recommended and Council approved changing of time limits in China Bridge from 4 to 6 hours. This change has made China Bridge available for any employee arriving after 2:00 pm since current enforcement ends at 8pm. A link to the 2012 staff report (page 4-10 of packet) is included below. Please note e-packet is large and takes some to load.
  http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=10215

  This extension of enforcement hours will make it more difficult for employees arriving late afternoon- early evening to use Swede Alley or China Bridge lots. Warning notices will be given the first few days of pilot to help ensure the message regarding change in enforcement hours has been communicated.

  It should be noted that if the extended hours of enforcement prove unsuccessful the City may need to return to shorter time limits to reduce employee parking.

- HPCA, with City staff assistance, will promote the use of car and van pooling through direct outreach to the businesses and employees.

- Incentive Program, funded by the HPCA for those riding public transportation during the Pilot Program. A drawing for $500, each of the four (4) weeks of the program, for participants will occur.

- Marketing and Awareness Programs through direct outreach to the businesses and employees along with utilizing local news sources to communicate the program. This effort will be shared by the HPCA and PCMC.

Pilot program purpose

The purpose of the Pilot program is to test some alternate approaches during this summer. The success of these approaches, in making more parking available for customers, will be measured and assessed during the Pilot. The information gathered assists in determining if stronger regulatory or other regulatory measures are required. Depending upon these outcomes the task force will recommend a program to Council for the winter of 2014-15.

It should be noted that if the Pilot is determined to be unsuccessful the task force will need to explore some of the more impactful mitigation approaches identified in the table contained at the end of this document.

Staff and the Task Force will return to Council with a recommendation in early October 2014.

Pilot program goals

The task force set an ultimate program goal of removing 300 employee cars from the Main Street parking inventory. With the realization that the act of changing travel & parking behavior takes time the task force believed that achieving 60% or 180 cars was an appropriate short term goal for year one.

Measuring Success

Staff will measure the following to determine success of the pilot program:

- Parking Occupancy Counts
- Employer\Employee feedback survey
- Bus ridership

Pilot program costs & financing plan

Estimated costs for the Pilot are contained in the table found on the next page. Staff is not requesting any additional budget appropriation for the Pilot program. Required funding for the Pilot exists in the FY 2015 approved Transit and HPCA budgets.

	City Funded	HPCA Funded	Total Funded
Local Park City Bus-Bike-Walk-Shared Ride Initiative			
Extended Parking Enforcement	**$ 800**		**$ 800**
Expanded Transit	**$ 12,250**		**$ 12,250**
Incentives		**$ 2,000**	**$ 2,000**
Program Marketing & Awareness	**$ 1,000**		**$ 1,000**
Totals	**$ 14,050**	**$ 2,000**	**$ 16,050**
% share of total	**88%**	**12%**	

Staff will return to Council in October 2014 with estimated costs and any required budget adjustment for the full year program for FY 2014-15. For information purposes Staff estimates full year program costs in the range of $75,000 to $85,000.

Additional Medium & Long Range Tasks

The full range of mitigation approaches is contained in the table attached to the back of this report. The task force will continue to draw from this table as we plan and implement future year's programs.

Department Review:

This Staff Report has been reviewed by City Manager, City Attorney's, Budget and Economic Development offices and the Executive Director of Historic Park City Alliance. Any and all comments have been addressed within this document.

Significant Impacts:

Staff is cautiously optimistic regarding the task force recommended Pilot program. This program relies heavily on the need for The HPCA, merchants and employees of Main Street to actively participate in the effort to free up parking spaces for the customers of the street. If efforts to gain and maintain this participation are unsuccessful stronger disincentives will likely need to be explored and employed, (e.g., shorter time limits, increased pass pricing, stricter enforcement, expansion of paid parking program).

The mitigation approaches contained in the Pilot program are focused solely on the demand side of the parking equation. Members of the task force have expressed a desire to explore alternatives to providing additional parking supply in the Main Street core. The task force will continue to work on quantifying the need for additional parking supply and methods for financing that supply and will return to Council for further discussion in the future.

As a result of this cooperative effort, Staff identified the need to revisit the current parking fee-in lieu per space fee of $14,000. Staff believes this fee is very outdated and underpriced. A study to determine the appropriate fee is planned for fall 2014. Staff will return to Council prior to the 2015 building season with the result of that study and appropriate recommendations.

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	(+/-) Accessible and world-class recreational facilities, parks and programs	(+/-) Managed natural resources balancing ecosystem needs	(+/-) Shared use of Main Street by locals and visitors	(+/-) (Select Desired Outcome)
	(+/-) Accessibility during peak seasonal times	(+/-) Reduced municipal, business and community carbon footprints	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	(+/-) Well-utilized regional public transit	(+/-)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	(+/-)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Very Positive	Positive	Neutral	Neutral
Comments:				

Funding Source:
Any and all expenses related to this Pilot will be paid for from the Transportation Fund. Adequate funding exists within the FY 2015 Transportation budget and no budget adjustment for the pilot program is requested or required.

Recommendation:
Council should read this report, discuss its contents with Staff and provide Staff with feedback regarding the pilot program. Staff will return to Council in early October with an update on the outcomes of the summer pilot program and recommendations for the winter 2014-15 program. No additional budget appropriation is required for the summer pilot program.

Parking Mitigation Approaches

Difficulty - Impact	Term	Category	Management Approach
Low	Immediate	Enforcement	Enforcement staff should continue serving as ambassadors to help guests with information (hand out parking maps)
Medium	Immediate	Enforcement	Enforce 6 hour limits through 11pm or later
Low	Immediate	Information	Promote the use of Car and Van Pooling
Low	Immediate	Financial	Program parking revenues- Fee In Lieu dedicated to parking structure expansion CIP
Medium	Immediate	Financial	Utilize Parking Pricing (parking rates & permit fees) to drive alternative mode choice while providing funds for capital projects and renewal.
Medium	Immediate	Financial	Review Payment in Lieu fee structure to ensure that new businesses parking impacts are assessed fees commensurate with their parking impact
Low	Immediate	Transit	Explore if Trolley can be utilized to serve off site lots in direct proximity to Main Street (e.g., City Park lots)
High	Immediate	Remote Park	Provide Incentives for employees to park remotely using City funded transit to access Main Street.
Medium	Immediate	Remote Park	Trial program of remote parking at a fixed location - during peak summer.
Medium	Immediate	Administrative	Develop strategy for addressing supply side of parking equation
High	Short	Administrative	Begin Implementing strategy for addressing supply side of parking equation
Medium	Short	Incentive	Work with HPCA to develop voucher for using transit (or walk)
Medium	Short	Information	Continue use of VMS Signs - provide more real time parking information.
Medium	Short	Information	Improve way finding signage
High	Mid	Administrative	Ongoing implementation of strategy to address supply side of parking equation.
High	Mid	Enforcement	More active management of Taxi's & Hotel shuttles.
Medium	Mid	Information	Use of Chamber website - work to provide more real time information.
Medium	Mid	Information	Explore & Develop real time parking apps to provide real time parking info
High	Mid	Pricing	Explore charging for parking in a portion of China Bridge to reserve this parking for customers
High	Mid	TDM	Subsidize employers who use vanpools & other rideshare options.
High	Mid	TDM	Develop regional transit routes to Heber-Kamas

Immediate:	**Present to 9 months**
Short:	**9 months to 11/2 years**
Mid-Term	**11/2 Years to 21/2 years**

: Small labor expense impact to implement & maintain, Small impact to employees

: Medium labor & expense impact, Moderate Impact to Employees

: Large Labor & expense impact. Large impact to employees

City Council
Staff Report

Author: **Jon Pistey, Ice Arena General Manager**
Subject: **Ice Facility Expansion**
Date: **July 10, 2014**
Type of Item: **Informational**

Summary Recommendations:

Staff recommends Council discuss their interest in a second ice sheet at this time and provide direction to staff to either:

a) Move forward on adding a second sheet of ice;
b) Return to Council on July 31th for further discussion on moving forward with a second sheet of ice;
c) Consistent with Study Session direction, return to Council when the current facility has reached 100% cost recovery.

Description:

A. Topic: Expansion of the Park City Ice Arena.

B. Background:

The City has worked with Basin Recreation cooperatively since the early 2000's. Here is a timeline of cooperative milestones.

- **1995:** Snyderville Basin Special Recreation District (Basin Recreation or SBSRD) is formed so that Basin residents no longer have to rely on City for services.
- **2000:** City enters into a Memorandum of Understanding (MOU) for the provision of youth sports to Basin residents.
- **2001:** City passes $2 million bond for Ice facility and $2 million for park improvements. A $2 million bond for Racquet Club improvements fails.
- **2002:** Basin Recreation takes over the administration of baseball, basketball and soccer. Joint study completed on Feasibility of a Range of Options for Recreation Services (Wilkstrom Report). Set the ground work for collaboration on ice facility.
- **2003:** Nonresident fee differential is eliminated from City facilities and programs.
- **2004:** Basin & City sign Inter Local Agreement for Regional Ice Facility. Facility is owned & operated by PCMC with Basin contributing $50k a year to capital replacement.
- **2006:** Ice Arena opens to the public along with the Park City Sports Complex. Basin contributes $2 million, Park City contributes $3 million to the Ice Arena construction. Total project approximately $10 million (ice & fields).
- **2007:** PCSD, PCMC & SBSRD sign 5 year agreement with a five year renewal for the Joint Use of Facilities for Recreation.
- Publish joint PLAY Magazine that has both jurisdictions programs.

* **2011:** PCMC & SBSRD update the 2001 Wilkstrom Report by completing the Recreation Facility Demand Study.
* **2012:** PCMC & SBSRD complete a Community Interest and Opinion Survey; Joint Use Agreement for Recreation is renewed between PCMC, SBCRD & PCSD.
* **2013:** PCMC & SBSRD complete Mountain Recreation Strategic Action Plan.

Since the Ice Arena's opening in 2006, it has gone from a 9-month operating season at 50% capacity to a year-round business at 98% capacity between 5:30 a.m. and midnight approximately 355 days per year.

On October 3, 2013, Ice Arena staff held a study session with City Council to discuss the progress and current state of the Ice Arena. The discussion was positive and Council members expressed an appreciation that they had a clear understanding of our operation, how much we have grown, and why people were starting to talk to them about expanding the facility. While there was discussion of Council's prior direction that the arena should break even before a second sheet was discussed further, no specific direction was requested from Council at that time because this was a Study Session.

The Staff Report for the Study Session is attached to this report, as Addendum 1, and contains relevant financial and participation numbers through the end of fiscal year 2013.

Staff is bringing the topic of a second ice sheet to Council at this time because recently the (SBSRD) and the Summit County Council decided they would be willing to include $1.25 million for a second ice sheet on the SBRD's Recreation and Open Space Bond measure which will be placed on the November 2014 ballot. Importantly, the SBRD did not want their willingness to include the $1.25 million for a second sheet of ice on the ballot to be perceived as undue pressure for the Park City Council, rather as a step they would be willing to take should the Park City Council wish to move forward on a second sheet of ice at this time.

A couple other factors that should be considered are the economic impact of our special events (approx. $2.5 million per year) and that two sheets can potentially double revenue while capitalizing on efficiencies that do not require doubling expenses.

Mountain Recreation Strategic Action Plan

The most recent action plan between PCMC and SBSRD identifies an indoor aquatics facility, indoor ice arena and indoor fields as the three major recreation amenities desired by the community. When looking at the highest priority for needed and desired facilities for Park City and Summit County residents, an additional indoor ice arena is the top facility. Per the action plan "These facilities should be the focus of combined implementation efforts to be explored by Park City Recreation, Basin Recreation and their partners."

Snyderville Basin Special Recreation District's Recreation and Open Space Bond Timeline

According to the project timeline for bonding, key dates include:

- June 18: SBSRD went to County Council to discuss bonding options.
- July 16: Basin Board scheduled to pass a resolution requesting the County Council adopt the election resolution.
- July 30: County Council adopts final election resolution.
- August 13: Basin Board holds public hearing & receives input from patrons related to bond election.
- August 21: Deadline to deliver executed Election Resolution to Lt. Governor's office.

C. Analysis:

Basin Recreation is planning on placing a $25 million bond on the ballot this November. Basin Recreation has discussed options for the allocation of this money with the Recreation Board, and Rena Jordan presented their recommendation to County Council on June 18, 2014. Their recommendation is as follows.

Open Space	$15,000,000
Contribution Ice Arena	$1,250,000
Fieldhouse Final Phase	$4,500,000
Jeremy Pinebrook Underpass	$3,000,000
Silver Springs Underpass	$1,000,000
Trail Allocation	$250,000
Total	**$25,000,000**

On June 20, Rena Jordan, Ken Fisher, Diane Foster and I met to discuss the City's readiness to move forward with expansion of the Park City Ice Arena. Basin Recreation is fully in support of the expansion of the Ice Arena at this time as one of the three top priorities for the combined populations for Park City and Summit County, but only if City Council is interested in collaborating on the expansion. If City Council does not want to pursue this opportunity, Basin Recreation will remove $1.25M from their proposed plan.

The Ice Arena has just completed its second year of operating at maximum capacity between 5:30am and midnight with very few hours not heavily utilized irrespective of the time of year. We currently do not have enough ice time for the Park City Ice Miners youth hockey program or the Figure Skating Club of Park City to support their youth participants at all age levels, including 12 hours of requested ice time per week we cannot accommodate. Instead, sixteen members of the Figure Skating Club of Park City travel to Salt Lake two afternoons each week for additional ice time.

Our Skating and Hockey Academies are also unable to accommodate demand for Learn to Skate and Learn to Play Hockey classes, both in terms of numbers of participants and desired programs for skater development. Our summer session of Learn to Play Hockey has seven children on the waitlist who will not be able to

participate. Adult hockey leagues continue to grow, but we are unable to accommodate beginner players' programs at a reasonable hour of the day.

We are unable to schedule revenue generating private events due to scheduling policies that intentionally minimize impact to local users. Throughout FY '14, not including the unmet needs the groups mentioned above, We were unable to fulfill 94 separate requests for ice time, totaling 417 hours and $131K in revenue. This does not include an NHL team's desire to hold their pre-season training camp in Park City. The detail of these requests is included as Exhibit C.

Staff has also evaluated ice usage and worked creatively to program the ice time as efficiently as possible, which created five hours of additional ice time per. In addition, special events at the Ice Arena generated approximately $2.5M in additional revenue for the region based on data provided by the Chamber of Commerce. Detail can be found in Addendum 1.

Consequences of Action for Other Recreation Facility Development

A second sheet of ice, indoor fields and a leisure pool have been identified as being the three most important facilities to the community. The Basin's proposed plan addresses the need for additional indoor ice while still allowing the pursuit and planning of other high priority needs from the Recreation Master Plan. Moving forward with ice arena expansion would not negatively impact the ability to plan for the other faciliteies.

FY' 2014 Financials

The Ice Arena had its strongest year yet with greater than $110K in revenue increase over FY '13 and a cost recovery of over 90%. Heading into FY' 15, the Ice Arena is implementing a $5 increase to hourly ice rentals, which we project will generate an additional $15K. In addition, two energy saving projects are near completion, which hope to save approximately $20K in operating costs after the Green Revolving Loan Fund is repaid.

Based on the capacity of the facility and growth of programs, we expect to reach a $0 subsidy by FY' 2017.

Expansion Options

Ice Staff has identified four possible options for scope of expansion of the current ice facility:

1) **Phased Construction** - This would satisfy current and future demand for ice time in the shortest amount of time and at the lowest initial cost. It would be a bare-bones facility with ice sheet, locker rooms and minimal support amenities. Phased construction could escalate to the scale of Option 2 or 3 as deemed appropriate. Staffing and operational costs would be lowest with this scenario,

making revenue offsets possible. Cost for this type of facility has been estimated between $2M and $4M. There would be challenges in designing a structure that will pass the standards of the Planning Commission within this budget. The Recreation Advisory Board was not supportive of this option.

2) **Arena In a Box –** This is a new concept from HTG Architects. It includes a fully functioning facility with some flexibility in design and amenities. The current cost is $4.4M which does not include utility connections. Literature on this option is attached as Addendum 4. This facility provides the same level of service and revenue as Option 3, but is has utilitarian design features and finishes. Staff would recommend upgrading to some more efficient fixtures in the design to reduce carbon footprint and operational costs.
3) **"Duplicate" Existing Facility** – This would produce a high quality, fully functioning facility similar to the current Ice Arena and would carry a similar construction cost of $6M (adjusted for inflation from 2006 values), but implementation would take longer. Operational costs would be greater than Option 1, but not as much as the cost of the current ice sheet due to staffing and other operational efficiencies. Revenue could match that of the current ice sheet and also increase that of the current sheet due to hosting larger events, camps and tournaments. Inclusion of dedicated space for off-ice programs and other support amenities could further increase revenue potential though it would also result in increased construction costs. The Recreation Advisory Board is supportive of starting with this option as a minimum, but would want to see additional amenities and seating to attract larger special events, especially during the shoulder seasons.
4) **Event Center** – This facility would meet current local demand and also allow for larger events with increased seating capacity and support amenities such as training and fitness areas, weight room, Pro Shop, concessions/snack bar/restaurant, performers' lounges, meeting spaces, etc. These cost in excess of $15 million and carry higher operational costs to support the large building and events, but can also attract and support many regional events with larger revenue generating potential. The impact of these larger regional events could ultimately lead to a negative impact on local use.
5) **No Expansion** – This is the lowest cost option and does not address the current demand or the future needs of the growing community.

If Council is interested in further exploring the possibility of a second ice sheet at this time, one of the elements that would need to be considered is if a $1.25 capital contribution from the SBRD would be sufficient to support the type of facility desired.

Location Options:

There are four options for location of the additional ice sheet connected to the current facility. See Addendum 2 for visual reference. Any proposed structure with a physical connection to the existing ice rink would likely require additional regulatory/plat approvals.

1) **Lot 5 -** This land is within the adjacent IHC subdivision but is owned by PCMC and has historically been thought of as the site of the second ice sheet. Connecting the existing building across property lines to a new structure on this property may pose the biggest regulatory and plat approval challenges.
2) **East of Current Facility -** Expanding the facility to the east would have the benefit of resolving the issues with the bleachers and concourse for the Stadium field. It would also cut into the Stadium field space and impact to events would need to be resolved.
3) **West of Current Facility -** Expanding west alongside the existing structure would require rerouting of the secondary access road to the IHC facility and removal of part of the adjacent hillside. This land is part of the overall calculation of open space for the Quinn's Master Plan, and is not part of Lot 2.
4) **South of Current Facility –** This expansion would take space from the current parking lot and could potentially impact some field space at the south end of the Stadium Field.

Department Review:
Recreation, Library, Golf, Budget, Finance, Legal, Executive

Alternatives:

A. Approve:
Staff recommends Council discuss their interest in a second ice sheet at this time and provide direction to staff to either:

a) Move forward on adding a second sheet of ice;
b) Return to Council on July 31st for further discussion on moving forward with a second sheet of ice;
c) Consistent with Study Session direction, return to Council when the current facility has reached 100% cost recovery.

B. Deny:
Direction would be to not move forward with researching options for expansion. Ice programs and clubs will not be able to continue growing without utilizing available ice at facilities in the Salt Lake Valley.

C. Modify:
Provide an alternative strategy for staff to investigate.

D. Continue the Item:
Staff will return at a later date for further discussion on this topic.

E. Do Nothing:
Doing nothing will produce the same result as denying the request to pursue expansion options.

Significant Impacts:

The SBSRD has already made a commitment to allocate $1.25M from the proposed November 2014 Recreation and Open Space Bond towards the expansion of Park

City Ice Arena. If the bond is not passed by voters, this funding source would be eliminated. Moving forward with the recommended action at this time and researching options would not be wasted effort. Instead, it would lay solid groundwork for expansion at a later date. The SBSRD would likely not issue the bonds for the allocated ice expansion unless there is assurance it will be spent or the market rates are low enough that early issuance of the bonds makes good financial sense. In the latter scenario, the SBSRD would have flexibility to reallocate those funds to other projects.

	World Class Multi-Seasonal Resort Destination **(Economic Impact)**	**Preserving & Enhancing the Natural Environment** **(Environmental Impact)**	**An Inclusive Community of Diverse Economic & Cultural Opportunities** **(Social Equity Impact)**	**Responsive, Cutting-Edge & Effective Government**
Which Desired Outcomes might the Recommended Action Impact?	+ Accessible and world-class recreational facilities, parks and programs	+ Enhanced conservation efforts for new and rehabilitated buildings	+ Skilled, educated workforce	+ Well-maintained assets and infrastructure
	+ Balance between tourism and local quality of life	~ Managed natural resources balancing ecosystem needs	+ Entire population utilizes community amenities	+ Streamlined and flexible operating processes
	+ Varied and extensive event offerings	- Adequate and reliable water supply	+ Community gathering spaces and places	(+/-) (Select Desired Outcome)
	+ Accessibility during peak seasonal times	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	+ Multi-seasonal destination for recreational opportunities	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	+ Internationally recognized & respected brand	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
	+ (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)	(+/-) (Select Desired Outcome)
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Very Positive	Neutral	Positive	Positive
Comments:				

Funding Source:
Funds for a second ice sheet, in addition to the Basin funds, could come from four separate sources or a combination of sources:

1) **Existing City Funds**: In order to fund this project within existing balances, Council would need to prioritize this project over projects that are currently slated to receive funding and cancel or postpone those projects.
2) **Private Funding**: Although the City cannot solicit funds for this project, a private donor, group, or corporation could offer funding for a specific project. If a private donor or group came forward, Council would have to determine whether or not to accept the donation.

3) **General Obligation Bond**: This is the most common way of funding the construction of public amenities because it allows the public to decide whether or not they want to fund the project.
4) **CIP Process**: As part of next year's budget process submit a CIP request for the expansion and let the CIP Committee make a recommendation on how to fund the project.

Consequences of not taking the recommended action:

Not supporting the Basin Recreation Bond for ice facility expansion in 2014 would delay cooperative expansion until at least 2018, as SBSRD is unlikely to bond again before then. It may lead to increased discontent among our users due to unavailable or inconvenient ice time for their programs and athletes to develop. Park City will not be able to use the Ice Arena to its full potential as an economic development and recreation-based destination tourism amenity. Because the Ice Arena has already reached full capacity, we will not be able to meet the needs of an increasing regional population.

Recommendation:

Staff recommends Council discuss their interest in a second ice sheet at this time and provide direction to staff to either:

1) Move forward on adding a second sheet of ice;
2) Return to Council on July 31st for further discussion on moving forward with a second sheet of ice;
3) Consistent with Study Session direction, return to Council when the current facility has reached 100% cost recovery.

Exhibits:
Exhibit A: Ice Arena Business and Challenges
Exhibit B: Site Map
Exhibit C: FY 2014 Lost Opportunities
Exhibit D: Rink in a Box Pricing

City Council
Staff Report

Subject: **Ice Arena Business and Challenges**
Author: **Jon Pistey**
Department: **Ice**
Date: **October 3, 2013**
Type of Item: **Study Session**

The Park City Ice Arena (PCIA) opened on February 24, 2006 with the original plan of being a 9-month ice facility and hosting dry-floor events to generate additional revenue during the summer. This strategy was changed after just two years of operation, and our first full year of ice was 2008/2009. Since that year, the PCIA has only closed for short periods of time to complete projects that cannot be undertaken while the facility is in operation. The PCIA is host to 5 different sports, 10 user groups that each rent more than 25 hours of ice on their group's contract, adult hockey leagues, hockey and skating camps, tournaments, special events, public programming, the Park City Skating Academy and the Park City Hockey Academy which are run by the PCIA staff.

Growth in all aspects of our ice use has reached a point where PCIA staff will need direction from City Council in the near future on a variety of policy issues. This PCIA Study Session is designed to be similar to the Broadband/Fiber Study Session, where Council had an opportunity to gain a greater level of understanding on a narrowly focused topic – and, consequently, all Council members now have a similar foundation of knowledge about broadband/fiber, such that the future work session discussion will be more fruitful. This one hour Study Session is designed to provide Council with the opportunity to take a "deep dive" into the operational aspects of the PCIA. A greater understanding of PCIA operations and opportunities will enable Council to provide staff with future policy direction on topics ranging from balancing of community programming vs reducing facility subsidy to goal prioritization for future community recreational facilities.

Some considerations that staff takes into account with scheduling and operations are deed restrictions on the Gillmor family donated land and the Inter Local Agreement with the Basin Special Recreation District.

The Ice Arena has four goals in its Strategic Plan and Yearly Business Plan that guide our policies and operations:

- **Goal 1: Public Program Development. The Arena will place its primary focus on developing public skating programs by engaging the regional population base and providing a variety of ice programs.**

  The Park City Ice Arena offers a wide variety of public programming across five different sports and hosts 10 different user groups which have membership composed primarily of residents of Summit and Wasatch counties, which we consider to be our "resident" base. Programs that can be tracked through direct registration have grown significantly as can be seen in the following chart:

ARENA RUN PROGRAM Participation	2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013
Learn to Skate – Youth & Adults	735	713	702	796	726	853	821	898
Learn to Play Hockey – Youth & Adult	159	164	10	101	104	142	125	183
Hockey Leagues – Adult Players	114	123	162	175	204	212	319	465
Hockey League – Total Teams	4	22	36	33	32	41	60	57
Skating and Hockey Academy Camps	0	0	43	55	38	219	264	295
Total Participant Hours	N/A	N/A	N/A	6490	16,000	17,500	18,900	20,400

Our user groups (shown below) have also seen growth, with the Ice Miners and Figure Skating Club requiring the most hours of ice to accommodate growth.

Group	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2013-2014	Growth from 2012-13 to 2013-14 Season
Ice Miners	N/A	N/A	97	120	130	127	150	15%
PC High School	25	30	25	15	25	30	40	33%
Pioneers	N/A	N/A	N/A	25	25	30	35	17%
PC Predators	20	25	20	18	18	20-25	25	14%
NAC-Sled Hockey	10	10	10	200	350	400	400	0%

Figure Skating Club	7	25	25	35	50	74	81	7%
Speed Skating	12	16	22	35	35	22	21	-16%
Curling	24	26	42	42	45	38	50	25%

Hours of Operation: The amount of ice currently available is based on our hours of operation being from 6AM to 12AM. Monday through Friday, the building opens between 5 and 5:30 AM to support Figure Skating and Adult Hockey, and adult league games frequently end after midnight, with the building typically closing at 1AM.

Special events typically take the place of user group and arena run programming and do not extend hours of operation. They do, however, result in increased revenue for those hours due to higher ice rental rates and cleaning fees.

The combination of growth in arena run programs and private rentals from user groups accounts for the majority of growth in demand for ice time.

Ice Use	**2006**	**2006-2007**	**2007-2008**	**2008-2009**	**2009-2010**	**2010-2011**	**2011-2012**	**2012-2013**
Total Hours Scheduled/ Total Available Hours	1071/ 3000	3280/ 3360	3754/ 4812	4552/ 5619	4727/ 6158	5351/ 5880	5927/ 6153	5969/ 6153
Percentage of Total Available Hours Used	36%	97%	78%	81%	80%	91%	91%	97%

- **Goal 2: Resource Responsibility. The Ice Arena will focus on efficient operations, appropriate and measured capital expenditures, to ensure an appropriate cost recovery level.**

Fiscal Year	**Revenue**	**Expense**	**Cost Recovery**	**Subsidy**
2007	$406K	$632	65%	$224K
2008	$404K	$765K	53%	$361K
2009	$457K	$809K	56%	$352K

2010	$459K	$690K	67%	$231K
2011	$600K	$779K	77%	$179K
2012	$690K	$826K	84%	$136K
2013	$679K	$849K	79%	$170K
2014 (forecast)	$739K	$798K	93%	$59K

The Expense budget of the PCIA has grown from $632K in FY '07 to $834K in FY '13. Due to staffing changes for FY '14, our expense budget is reduced to $798K. During the same period, revenues have increased from $408K in FY '07 to $679K in FY '13. With price increases, additional ice rentals, and sponsorship sales, we project an additional $60K in revenue for FY '14.

Current Policy direction is to achieve a 65% cost recovery level and a subsidy of no more than $300K. Our actual cost recovery has exceeded the goal each year since 2010; with the FY2013 cost recovery coming in at 79% with a subsidy of $170K. It is important to note that the Ice Business Manager moved to support the Executive Team and Sustainability from Sept through July 2013, but the cost was not moved out of the PCIA budget. Had the cost been moved, our cost recovery would have been 93%.

Staff is also working with Sustainability to implement a technology that will reduce our use of natural gas and further reduce expenses.

Staff is heavily focused on operating the building as efficiently as possible, both in staffing and operation and maintenance of the physical plant. The operations staff has a difficult job in maintaining a 46,000 square foot facility that is intrinsically prone to heavy use and damage. Staff continually searches for ways to improve efficiency of the building, which is reflected in Sustainability's recent report to Council on the City's carbon footprint goals. Staff is currently working with Sustainability and Budget to implement another technology that will further reduce the use of natural gas at the facility.

The following chart shows our energy use and carbon footprint:

	2007	2008	2009	2010	2011	2012
Carbon Footprint ($)	$173,387	$174,052	$95,420	$93,061	$97,063	$98,646
Energy (kWh)	1,082,720	945,840	785,360	831,520	899,280	938,160
Gas (therms)	-	-	26,641	34,228	31,346	29,849
Propane (gal)	51,829	47,939	6,000	-	-	-
Carbon Footprint (lbs)	2,577,769	2,285,557	1,799,413	1,899,236	1,983,912	2,034,429

According to the Municipal Carbon Footprint update presented in early August 2013, Johnson Controls (JCI) called out the exemplary energy performance of the Ice Arena in its 2013 Measurement & Verification report for Park City Municipal. JCI noted that the Smart Energy Design Assistance Center (SEDAC) has reviewed ice arenas nationally and created a standard energy performance range of 23.5 – 70.5 kilowatt-hours / square foot of energy consumption per year. The Park City Ice Arena is currently performing at 20.4 kilowatt-hours / square foot per year, even better than the optimal energy benchmark published in the SEDAC report.

Our budget for building maintenance is about 2% of the Ice Arena's total budget, so we need to be prudent with funds to maintain the building. Using in-house staff with a diverse skill set allows us to complete all but the most specialized refrigeration, electrical and HVAC repairs in-house. Through agreements with the Basin Special Recreation District, PCIA is able to plan for and fund most capital projects, replacement and repairs to capital equipment as needed.

- **Goal 3: Customer Service. The Ice Arena will strive to provide an exceptional experience to all visitors to the facility.**

  Customer service for us falls into two distinct categories: Front of house and back of house. Front of house service consists of tangible customer interaction, whether it's at the Front Desk, instruction, phone, email, etc. Back of house functions consist of ice and facility maintenance, safety and cleanliness. It is our goal to provide exceptional customer service in all areas. During the 2012-2013 season, the Ice Arena had over 130,000 guests. The main categories for these guests are User Groups, Leagues, Public Programs, Classes, Camps and Special Events. We also support field activities, trail use and special events at Quinn's through the use of the lobby and restroom facilities. Operating the facility on a daily basis ties in closely with resource responsibility, and staff is highly conscious of and proactive about operating the facility as efficiently as possible.

  Over the past 6 months, staff has looked closely at ways to improve customer service at the front desk and through improved marketing efforts. Feedback through surveys consistently rates our direct customer service and quality of instruction as over 93% "very good" or "excellent," but marketing scores are not nearly as high. We have rebranded our flyers and we're developing a plan to increase our exposure through low-cost social media outlets such as Twitter, Facebook and Pinterest to help raise those ratings. We've also re-focused customer service efforts at the front desk through increased full-time staff presence and training for part-time staff that emphasizes how their role helps the Ice Arena meet its own goals as well as the goals of City Council. Our exceptional customer services supports our user groups, our own programs, and is a primary driver for attracting and retaining special events.

- **Goal 4: Economic Development. Consistent with Park City's goal to operate as a world-class multi-season destination resort community, the Arena will serve as an economic development tool.**

  Part of the mission of the PCIA is to be an economic development tool for Park City and the Basin Recreation District. To meet this goal, the PCIA hosts a variety of tournaments, competitions and other special events throughout the year. The total economic impact of these events for the community in FY '13 was over $2.2M. Our current scheduling policies seek to minimize the impact of special events on local use, and only one weekend per month can be

used for a special event. Increasing the number of special events would have a positive economic impact on the community, but would not have a significant effect on direct revenues at the PCIA. It would also further reduce ice time available to our local groups, which currently do not have enough ice at PCIA for their programs.

The chart below shows the economic impact of our multi-day events on the greater Park City area.

Event	Economic Impact *	Out of State Participants	In-State Participants
High Mountain Shootout**	$669,314	525	90
Bonspiel**	$120,977	125	25
Utah Winter Games Skating Comp.	$351,675	250	750
Celebrity Shootout	$140,670	100	300
Muddy Puck**	$291,799	250	70
Pioneers Games	$198,580	25	50
Goal Digger	$291,799	250	70
Figure Skating Shows	$135,980	0	250
Park City Hockey Invitational	$159,521	90	0
Grand Total	**$2,360,315**		
Shoulder Seasons Total	$1,082,090		

*Economic Impact is calculated using per person per day (pp/pd) spending data provided by the Park City Visitor's Bureau. These rates are from the Lighthouse Research and Development report from September 2010 and have not been adjusted for inflation.

** Event takes place outside of Ski Season

Summary: The purpose of this report is to give City Council some vital information pertaining to the history and current state of the Ice Arena as a basis for conversation during a Study Session and policy direction at a later date. No policy direction is sought at this time.

Appendix A: Site Map

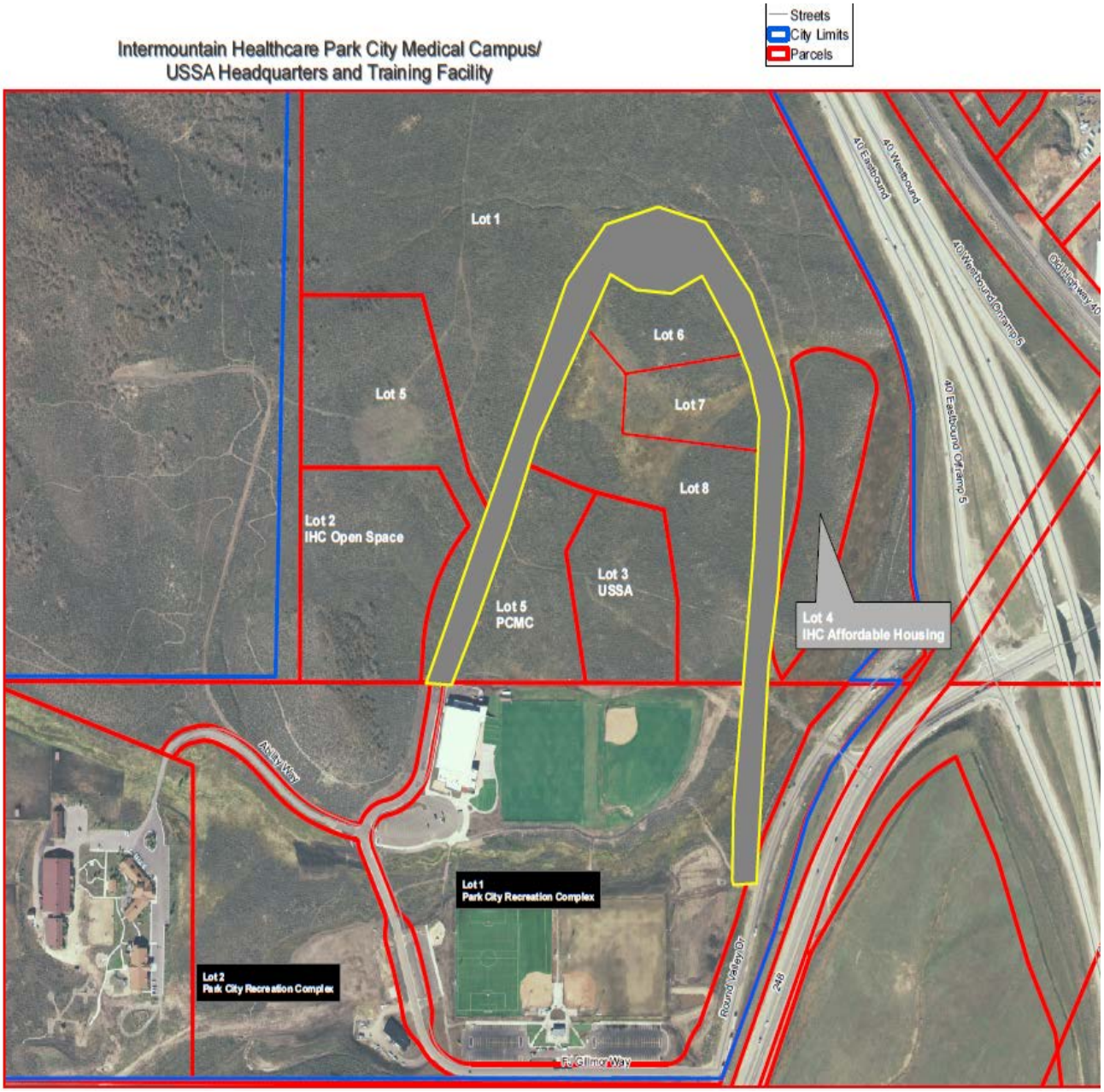


Exhibit B – Ice Strategic Plan

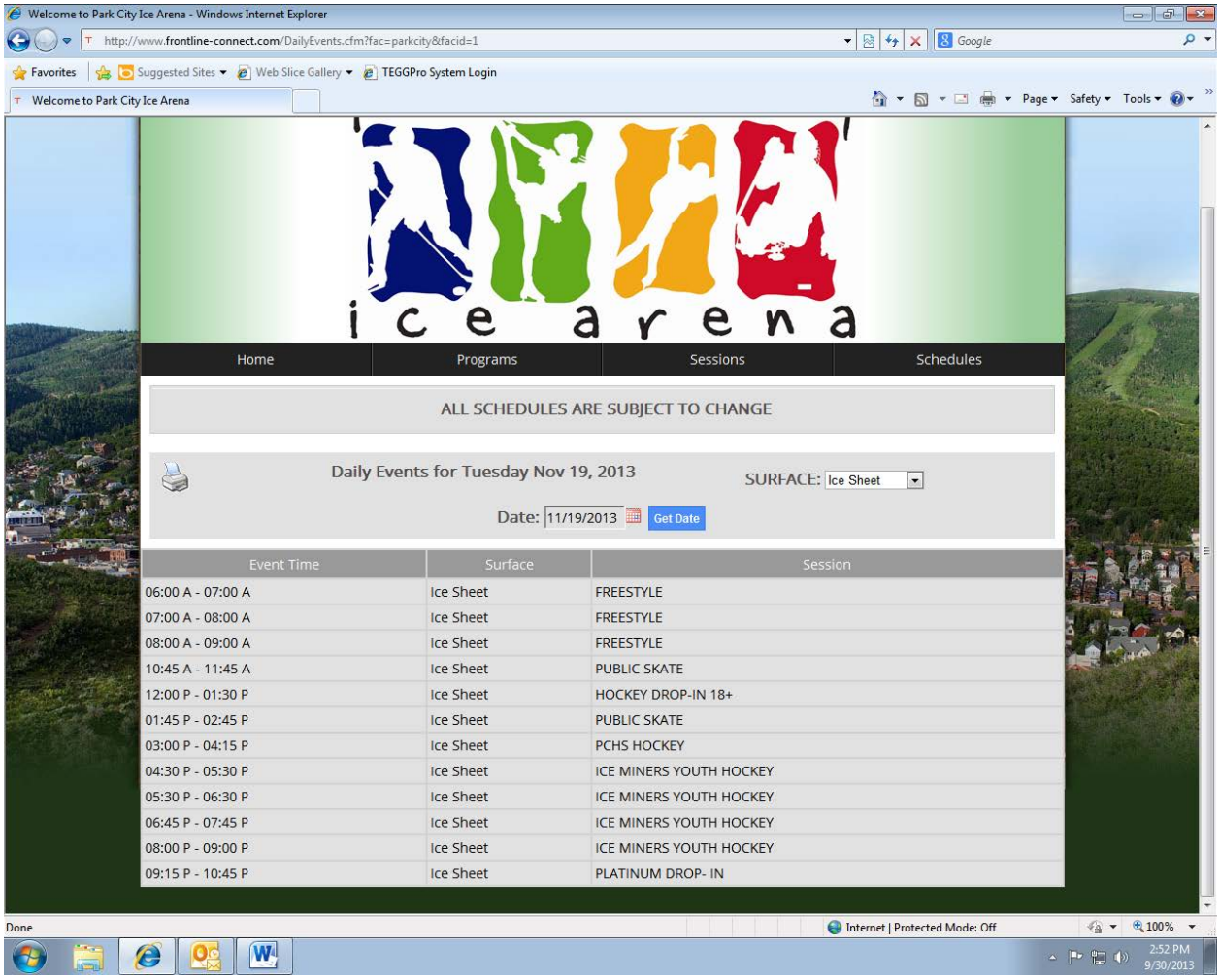
Park City Ice Arena Mission and Strategic Plan
July 2010

Mission: Effectively utilize resources to provide an enjoyable recreational experience that exceeds the expectations of our guests.

Goal	Strategy
1 – Public Program Development. The Arena will place its primary focus on developing public skating programs by engaging the regional population base and providing a variety of ice programs.	1A – The Arena will operate year round with a focus on public skating programs while scheduling on-ice events that compliment program development with minimal program interruption. 1B – Staff will work to develop long term master planning to address the future growth and demand for ice times. 1C – Scheduling of ice will be done to maximize revenue while providing a balanced mix of programming. 1C – Events will limited to one per month during the peak season (October – March). Events creating significant program interruption will be limited to non-peak seasons (April – September). 1D – Staff will determine program growth, direction, ice schedule and procedures based on demand forecasts, revenue generation, and user feedback. 1E – Summit and Wasatch Counties will continue to receive resident rates in an effort to build a strong skating base to feed programs.
2 - Resource Responsibility. The Ice Arena will focus on efficient operations, appropriate and measured capital expenditures, to ensure an appropriate cost recovery level.	2A – In an effort to minimize environmental impact, arena staff will identify environmental responsible alternatives and implement when feasible. 2B – Staff will maintain a cost recovery level for ice arena operations above 65% with the subsidy not to exceed $350,000. 2C – In order to encourage responsible and competitive fees, Arena staff will consider comparable ice facilities,

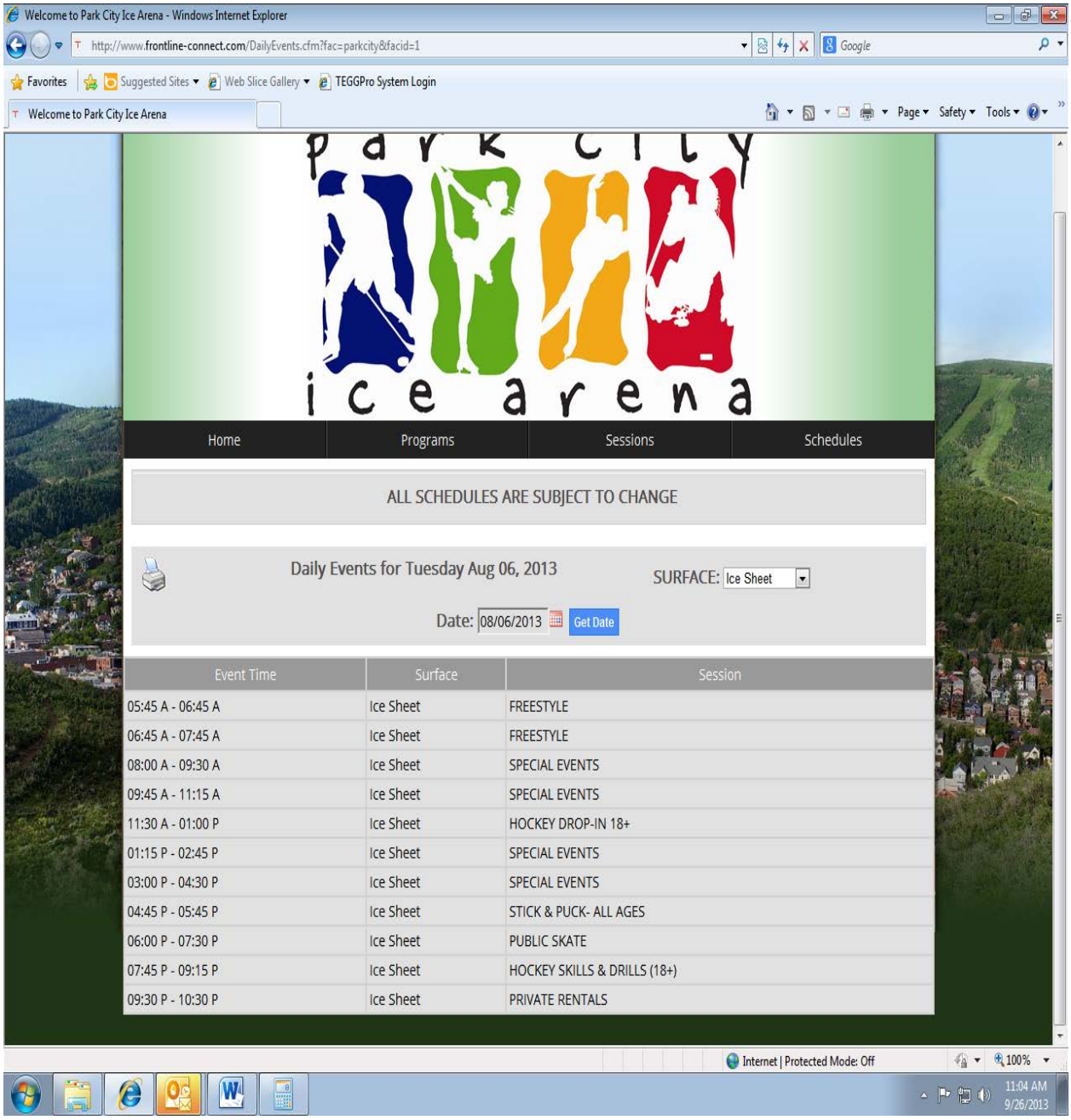
	with focus on ski town arenas along with other similar recreational amenities in the region. 2D –Arena staff will research and implement cost effective technology that will reduce operation costs. 2E – Consistent with the Interlocal Agreement between the City and Basin, Arena staff will provide a replacement schedule for capital equipment. 2F – In addition to revenue generation through user fees and concessions, Arena staff will strive to increase revenues through retail sales, grants, interior arena program advertising, and program sponsorships.
3- Customer Service. The Ice Arena will strive to provide an exceptional experience to all visitors to the facility.	3A – In a continuous effort to encourage a healthy level of participation, Arena staff will utilize various marketing methods to communicate information regarding programs and events at the facility. 3B – All arena staff will be properly trained and educated in the policies, procedures and program information regarding the city and the ice arena. 3C – User surveys will be developed, distributed, and collected to receive feedback on programs, facility conditions, and overall satisfaction.
4 –<u>Economic Development</u>. Consistent with Park City's goal to operate as a world-class multi-season destination resort community, the Arena will serve as an economic development tool.	4A – Arena staff will work with the local community and the Park City Chamber in particular to attract recreational/educational activities and events (as described above) to the Arena. 4B – Identify opportunities for the ice arena to promote premiere athletic training opportunities for levels and abilities. 4C – Consistent with the Interlocal Agreement between the City and Basin, Arena staff will balance tourist related revenue producing events with local programs. 4D – Arena staff will take advantage of its proximity to the onsite Fields Complex to host recreational/educational activities and events that utilize both the arena and fields.

Exhibit C – Typical Weekday Schedule, Winter



Event Time	Surface	Session
06:00 A - 07:00 A	Ice Sheet	FREESTYLE
07:00 A - 08:00 A	Ice Sheet	FREESTYLE
08:00 A - 09:00 A	Ice Sheet	FREESTYLE
10:45 A - 11:45 A	Ice Sheet	PUBLIC SKATE
12:00 P - 01:30 P	Ice Sheet	HOCKEY DROP-IN 18+
01:45 P - 02:45 P	Ice Sheet	PUBLIC SKATE
03:00 P - 04:15 P	Ice Sheet	PCHS HOCKEY
04:30 P - 05:30 P	Ice Sheet	ICE MINERS YOUTH HOCKEY
05:30 P - 06:30 P	Ice Sheet	ICE MINERS YOUTH HOCKEY
06:45 P - 07:45 P	Ice Sheet	ICE MINERS YOUTH HOCKEY
08:00 P - 09:00 P	Ice Sheet	ICE MINERS YOUTH HOCKEY
09:15 P - 10:45 P	Ice Sheet	PLATINUM DROP- IN

Exhibit D – Typical Weekday Schedule, Summer



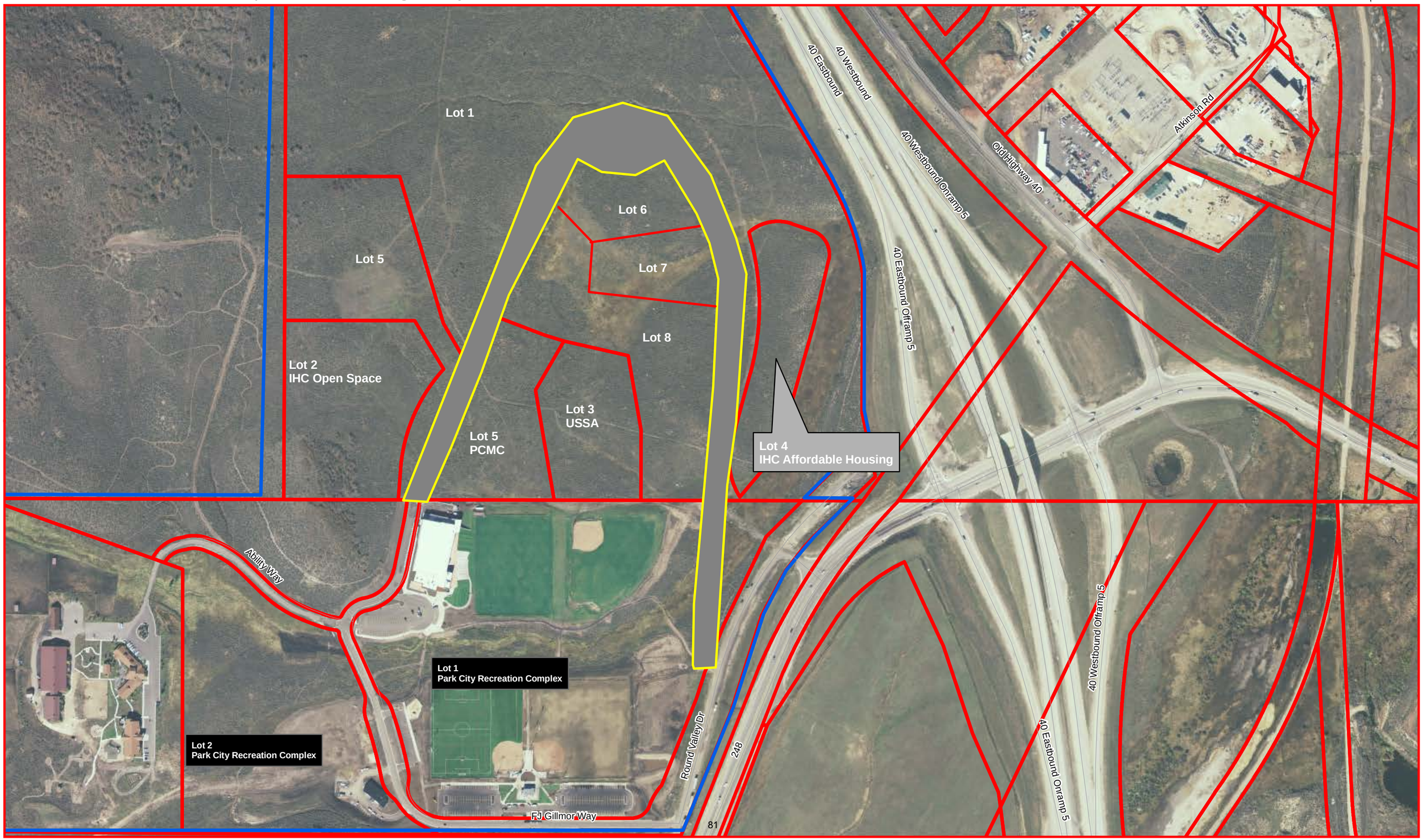
Event Time	Surface	Session
05:45 A - 06:45 A	Ice Sheet	FREESTYLE
06:45 A - 07:45 A	Ice Sheet	FREESTYLE
08:00 A - 09:30 A	Ice Sheet	SPECIAL EVENTS
09:45 A - 11:15 A	Ice Sheet	SPECIAL EVENTS
11:30 A - 01:00 P	Ice Sheet	HOCKEY DROP-IN 18+
01:15 P - 02:45 P	Ice Sheet	SPECIAL EVENTS
03:00 P - 04:30 P	Ice Sheet	SPECIAL EVENTS
04:45 P - 05:45 P	Ice Sheet	STICK & PUCK- ALL AGES
06:00 P - 07:30 P	Ice Sheet	PUBLIC SKATE
07:45 P - 09:15 P	Ice Sheet	HOCKEY SKILLS & DRILLS (18+)
09:30 P - 10:30 P	Ice Sheet	PRIVATE RENTALS

Intermountain Healthcare Park City Medical Campus/ USSA Headquarters and Training Facility

Legend
- Streets
- City Limits
- Parcels

0 125 250 500 Feet

N



Lost Opportunity Tracking

Date Requested	Event Type	Number of Desired Hours	Day/Date Restrictions	Potential Revenue Lost
7.2.13	Curling event	2	July 17 or 18th	$896
7.2.13	hockey rental	1	7.13.13	$200
8.14.13	Corp Event	4	12/6/2013	$2,260
8.11.13	Filming	6	around 9/30/13	$1,590
8.19.13	Filming	5	9/30/2013	$1,325
8.19.13	Girls Hockey Clinic	1+	9/30/2013	$185
8.27.13	Blue Bird Event, Destination mmgt	2	12/6/2013	$690
8.27.13	Club view campus	4	dec 30- jan 3	$930
8.27.13	Lasic Group/St. Regis	2.5	12-Sep	$930
9.3.13	Corp Event	2	9/5/2013	$530
9.3.2013	Photo-shoot	1		$265
9.4.13	Curling	2.5	10.2.13	$1,643
9.5.13	Local Event	112		$44,520
9.3.13	team building	1		$185
9.17.13	photo shoot	3	9.29.13	$795
9.17.13	skating rental	4	before school	$1,060
9.17.13	Curling Rental	2	3-Oct	$930
9.118.13	Curling Rental	3	11/20/2013	$850
9.19.13	Curling Rental	10	11/21/2013	$3,000
9.19.13	curling rental	3	11/22 or 11/23	$850
9.23.13	Corp Event	3	9/26/2013	$795
9.24.13	Corp Event	2	oct 14-17	$730
9.25.13	Corop Events	1	9/26/2013	$265
10.7.13	corp event	2	10/10/2013	$630
10.10.13	Corp Event	3		$795
10.14.13	Holiday Party	2	Early December	$530
10.15.13	Holiday Party	3	12/15/2013	$830
10.17.13	Broomball League	1		$265
10.22.1	private hockey	1.5		$265
10.25.13	Goalie Clinic	1.5	nov 19-2 or Dec 10-14	$555
10.26.13	Louise	2	2.28.13	$630
10.23.13	Shannon Bennett	1.5	10.26.13	$185
October	US Ski Team	3		$615
10.29.13	Skull Candy	2	December	$750
11.4.13	Meghan Mackenzie	2	12.4.13	$750
11.4.13	Yesi	2	Flexible	$1,280
11.6.13	Louise	2	2.27.13	$800
11.6.13	S.Summit County	2	December- morning	$505
October	Angela- DVIP	12	February- Olympics	$3,500
11.8.13	Curling	2	7-Feb	$610
11.11.13	hockey rental	1		$205
11.13.13	Curling party	2	December	$800

11.13.13	Curling event	2	13-Jan	$700
11.20.13	Curling Event	2	9-Dec	$700
11.20.13	Curling Event	2		$772
11.21.13	Curling Event	2		$772
11.27.13	hockey rental	1		$265
12.2.13	Curling Rental	2		$772
12.2.13	Ski Team	1.5	2/25/13- 5-6:30 pm	$308
12.9.13	hockey rental	1	15-Dec	$215
12.11.13	curling	2	Feb 5-7	$772
12.12.13	Skating Party	2	12/19- 12/25	$450
12.31.13	Team Wyoming	1	1.17.13	$205
12.23.13	curling	2	12.23.13	$800
1.9.14	Curling	2	March 3-7	$800
1.9.14	Hockey	1.25	week of jan 20	$278
1.13.14	Skating	1		$265
1.13.14	Hockey	3	Feb 7 and 8	$555
1.15.14	Curling	2	Last week of feb	$800
1.16.14	Hockey	3+		$555
1.22.14	curling	2.5	29-Mar	$800
1.26.14	hockey	11		$2,128
1.27.14	Curling	2	1.28.14	$265
1.27.14	Curling/Broomball	2	unknown	$980
1.29.14	Curling/hockey	1		$265
2.5.14	skating party	1		$265
2.5.14	Curling	2		$800
2.6.14	Curling	2	unknown	$630
2/13/2014	curling or broomball	2	21-Mar	$500
2/20/2014	Curling	2.5	March 6 or 7	$700
2/20/2014	Sled Hockey	1.5	6-Mar	$278
2/24/2014	Curling	1.75	May 13 or 14	$826
2/24/2014	Hockey	12		$3,126
2/27/2014	Hockey	1	7-Mar	$205
2/28/2014	Curling	2	13-Apr	$772
2/28/2014	Curling	2.5	March	$800
3.6.14	Curling	2.75	22-May	$2,800
3.7.14	Filming/Photo Shoot	2	16-Mar	$530
3.10.14	Curling/ice skate	2	12-Apr	$500
3.11.14	Hockey	3	March 21 or 22	$1,110
3.12.14	Broomball	1	27-Mar	$235
3.13.14	hockey	7		$1,800
3.17.14	Curling	2	Unknown	$600
3.17.14	Hockey	1.5		$278
3.25.14	Curling	1.5	April	$500
3.29.14	Curling	2	April 24 or 25	$500
4.1.14	Curling	3	21-Aug	$1,600
4.2.14	Curling	3	10-Oct	$800
4.14.14	Curling	2.5	30-Apr	$800

4.14.14	Hockey	56	July 28+	$10,000
4.16.14	Curling	3	11.11.14	$800
4.23.14	Broomball	2	6.11.14	$470
2013-14	Ice Miner 16 U team	20		$3,700
6.19.14	Curling	1.5		$550
	Total Hours	**417.25**	**Total Revenue**	**$130,819**

Shingobee
Integrity. The Cornerstone.

June 2, 2014

Mr. Tom Moorse
HTG Architects
9300 Hennepin Town Road
Eden Prairie, MN 55347

Re: Arena in a Box
Budgetary Pricing

Dear Tom,

Below is our budgetary pricing for the Arena in a Box.

Division 1 - General Conditions	*$209,162*
Division 2 - Sitework	
Earthwork	*$65,000*
Asphalt Paving & Striping	*$130,000*
Site Concrete	*$33,500*
Landscaping & Irrigation Allowance	*$25,000*
Site Utilities Allowance	*$25,000*
Division 3 - Concrete	
Cast in Place Concrete	*$123,696*
Division 4 - Masonry	
Unit Masonry	*$107,364*
Division 5 - Metals	
Stairs & Handrails	*$6,334*
Division 6 - Carpentry	
Rough Carpentry	*$5,000*
Architectural Casework	*$22,340*
Division 7 - Thermal & Moisture	
Waterproofing	*$3,500*
Joint Sealants	*$5,000*

Division 8 - Doors and Windows	
Steel Doors, Frames & Hardware	*$35,500*
Overhead Doors	*$3,200*
Aluminum Entrances & Storefronts	*$36,720*
Division 9 - Finishes	
Drywall	*$24,360*
Tile	*$31,488*
Suspended Acoustical Ceilings	*$19,690*
Carpeting	*$2,800*
Concrete Polishing/Staining	*$6,480*
Roll Type Skate Tile (Becker Arena Products)	*$29,172*
Fiberglass Reinforced Wall Panels	*$2,976*
Painting	*$28,872*
Division 10 - Specialties	
Marker Boards	*$3,000*
Toilet Partitions	*$17,000*
Signage	*$2,500*
Lockers	*$1,200*
Locker Room Benches (Becker Arena Products)	*$9,408*
Locker Room Shelves & Coat Hooks (Becker Arena)	*$11,502*
Fire Extinguishers & Cabinets	*$2,500*
Division 11 - Equipment	
Dasher Boards (Becker Arena Products)	*$145,000*
Division 12 - Furnishings	
Retractable Seating	*$22,000*
Division 13 - Special Construction	
Pre-Engineered Metal Building (Boemer Bldg Systems)	*$1,251,365*
Ice Rinks (Rink Tec)	*$800,000*
Division 21 - Fire Protection	*$79,500*
Division 22 - Plumbing *(Eljay Plumbing)*	*$150,000*
Division 23 - HVAC *(SCR)*	*$235,000*
Division 26 - Electrical *(Erickson Electric)*	*$360,000*
Builders Risk Insurance	*$3,079*
General Liability, WC & Auto Ins.	*$20,376*
Contingency	*$100,000*
Sewer Access Charges Allowance	*$30,000*
Building Permit FeesAllowance	*$30,000*
Contractor Fee	*$103,890*
Total Construction Budget	***$4,359,473***

ALTERNATES:	*Air conditioning in locker rooms*	*$35,845*
	Condensing unit in Ice Arena for summer operation	*$25,145*
	Controls to monitor CO and NO2 in the Arena	*$9,630*
	DDC control package for all HVAC equipment	*$37,450*
	Tank and fire pump if required	*$175,000*
	LED lighting in Arena in lieu of T-5 fluorescent	*$38,360*
	Parking lot lighting (25' pole/400 watt MH) Price is per each and (3) are included in base budget	*$3,200*

CLARIFICATIONS:

This assumes adequate soils and a balanced site
Payment and Performance Bond is not included
Winter Conditions are not included
Kitchen Equipment (for concessions) is not included
Scoreboards and Sound Systems are not included

Thanks for the opportunity to provide this budget. If you have any questions, feel free to contact me at any time.

Sincerely,

Bill Trout

Quotation # 112513 - BRE
Revision #
Date: November 25, 2013

Prepared for:

Mr. Bill Trout

Shingobee Builders

Loretto, MN 55357

Our understanding of your current situation:

You have requested budget pricing for the possible rink addition at the Breezy Point, MN facility.

Our approach to meet your needs:

We are providing budget pricing for the products available from Becker Arena Products.

Thank you for considering Becker Arena Products, Inc. as a product supplier and partner in your current project. We have been serving the Sports and Recreation Industry since 1988. We welcome the opportunity to earn your trust with this project by demonstrating our ability to perform to your satisfaction through our staff of professionals, with our versatility, experience, on-time deliveries and commitment to quality.

With Becker Arena Products you will receive a Worry Free project – Guaranteed.

Confidential: This document contains proprietary and confidential information that is owned and is of significant value to Becker Arena Products, Inc. No unauthorized use, disclosure or reproduction of any of this information is permitted without the prior written consent of Becker Arena Products, Inc.

6611 West Hwy 13 Savage MN 55378 www.beckerarena.com 800-234-5522

Quotation Details and Options

Per your recent inquiry, below please find the budget pricing for the following ice rink accessories.

PROTECTIVE FLOORING

PROXL (Prices do not include adhesive, freight or installation)
(10.76 square feet per tile – 1 meter x 1 meter Tiles)

3/8" (10mm) x 1 meter x 1 meter – ProXL	**$ 85.30/tile**
Adhesive (2 gallon unit)	**$ 132.50/pail**
Estimated coverage: Approximately 170 square feet per unit	

ReACTION (Prices do not include adhesive, freight or installation)
(10.76 square feet per tile – 1 meter x 1 meter Tiles)

3/8" (10mm) x 1 meter x 1 meter - ReAction	**$ 85.30/tile**
Adhesive (2 gallon unit)	**$ 132.50/pail**
Estimated coverage: Approximately 170 square feet per unit	

STAMINA MATS (Prices do not include adhesive, freight or installation)

3/8" x 4' x 6' Solid Black Mat (24 sq. ft.)	**$ 63.65/each**
1/2" x 4' x 6' Solid Black Mat (24 sq. ft.)	**$ 72.35/each**
3/8" x 4' x 6' w/Colored Fleck (24 sq. ft.)	**$ 75.00/each**
(Glacial/Blue/Emerald/Coral)	
Adhesive (2 gallon unit)	**$ 132.50/pail**

STAMINA INTERLOCK ARENA MATS (Prices do not include freight or installation)

3/8" MATERIAL	Black	Colors
4' x 6' Interlocking Tiles (20.46 sq. ft.)		
4' x 6' x 3/8"	**$ 78.15/each**	**$ 89.30/each**

1/2" MATERIAL	Black	Colors
4' x 6' Interlocking Tiles (20.46 sq. ft.)		
4' x 6' x 1/2"	**$ 86.65/each**	**$ 98.95/each**

ECORE RUBBER FLOORING (Prices do not include adhesive, freight or installation)

ECORE – ZONE #1 - SOLID BLACK

8mm x 48" rolls Black only (EL00) **$ 1.85 square foot***

ECORE – ZONE #1

8mm x 48" rolls with 10% color 10 Standard colors available **$ 2.35 square foot***
Buff Blue (EL01), Grippin Grey (EL02), Buff Blue/Grey (EL04)
Rippin Red (EL05), Gym Brown (EL30), Rippin Red/Grey (EL06)
Goin for Gold (EL23), Green Tea (EL32), Peanut Crunch (EL36)

ECORE – ZONE #2

8mm x 48" rolls **$ 2.85 square foot***
(Excludes EL45 Buff Blue & EL46 Grippin' Grey)

ECORE Egrip III Adhesive – 2 gallon pails **$ 99.85/pail**
4 gallon pails **$ 202.60/pail**

Estimated coverage: Approximately 85 – 95 square feet per gallon

PROTECTIVE FLOORING INSTALLATION

Installation costs vary based on product and square footage required. Budget pricing for the installation of the above protective flooring product range from **approximately $ 1.75 to $ 2.50 per square foot.**

RECYCLED PLASTIC SEATING & LOCKER ROOM FURNISHINGS

WALL MOUNT LOCKER ROOM BENCHES - Includes: Wall mounted brackets, plastic lumber bench supports, one each 2" x 10" recycled plastic bench material and all fasteners.

Materials only	**$ 26.50 per lineal foot**
Installation	**$ 15.50 per lineal foot**

LOCKER ROOM SHELF & COAT HOOK Includes: Wall mounted powder coated steel 4" x 4" angle brackets, One 1" x 8" recycled plastic shelf material and all fasteners

Materials only	**$ 35.85 per lineal foot**
Installation	**$ 15.50 per lineal foot**

LOCKER ROOM COAT HOOKS ONLY Includes: Wall mounted powder coated steel plate 1/4" x 4" with rounded steel pegs for coat hooks

Materials only	**$ 19.95 per lineal foot**
Installation	**$ 12.00 per lineal foot**

TOP MOUNT BLEACHER SEATING - Includes: Plastic lumber bench supports, one each 2" x 10" recycled plastic bench material and all fasteners.

Materials only	**$ 26.50 per lineal foot**
Installation	**$ 15.50 per lineal foot**

OES SCOREBOARDS (Scoreboards do not include controller or wiring kit)

Model 6200	**$ 5,800.00**
Model 6200 Outdoor	**$ 8,300.00**
Model 6210	**$ 5,313.00**
Model 6220	**$ 5,800.00**
Model 6225	**$ 5,313.00**
Model 6225-S	**$ 5,520.00**
Model 6229	**$ 7,473.00**
Model 6240	**$ 2,433.00**
Model 6260 – Four Sided	**$ 33,467.00**
Model 6280 – Four Sided	**$ 30,660.00**
Model 6410 – Four Sided	**$ 29,987.00**
ISC9000 – PRO CONTROLLER – (Hardwired)	**$ 660.00**
Wiring Kit (125' cable, junction box, patch cord)	**$ 100.00**
RF Option – Hockey	**$ 273.00**
RF Option – 4 Sided Hockey Receiver	**$ 695.00**
Goal Lights – GL-Red – Set	**$ 547.00**
Goal Lights – GL-485 Red/Green Light – (Set/End) - Wired	**$ 2,120.00**
Goal Lights – GL-Max Red/Green Light – (Set/End) - Wireless	**$ 2,613.00**
Shots on Goal Board	**$ 1,747.00**
Wiring Kit (125' cable, junction box, patch cord)	**$ 100.00**
RF Option for wireless with required antenna	**$ 348.00**
RF Option – 4 sided boards with required antenna	**$ 770.00**

Please note: Plus applicable taxes. Prices do not include local, state or federal taxes.

We are looking forward to the opportunity of working with you on your project and if we can be of further assistance please do not hesitate to call.

Best Regards,

Jeff Horstman
Becker Arena Products, Inc.

Becker Arena Products, Inc. is an Affirmative Action/Equal Employment Opportunity Employer

6611 West Hwy 13 Savage MN 55378 www.beckerarena.com 800-234-5522

Quotation # 112513 - BRE
Revision #
Date: November 25, 2013

Prepared for:

Mr. Bill Trout

Shingobee Builders

Loretto, MN 55357

Our understanding of your current situation:

You have requested budget pricing for the possible rink addition at the Breezy Point, MN facility.

Our approach to meet your needs:

We are providing budget pricing for the products available from Becker Arena Products.

Thank you for considering Becker Arena Products, Inc. as a product supplier and partner in your current project. We have been serving the Sports and Recreation Industry since 1988. We welcome the opportunity to earn your trust with this project by demonstrating our ability to perform to your satisfaction through our staff of professionals, with our versatility, experience, on-time deliveries and commitment to quality.

With Becker Arena Products you will receive a Worry Free project – Guaranteed.

Confidential: This document contains proprietary and confidential information that is owned and is of significant value to Becker Arena Products, Inc. No unauthorized use, disclosure or reproduction of any of this information is permitted without the prior written consent of Becker Arena Products, Inc.

6611 West Hwy 13 Savage MN 55378 www.beckerarena.com 800-234-5522

Per your recent inquiry, below please find the budget pricing for the following dasher board system.

BAP6.0 *SIGNATURE SERIES* HOCKEY DASHER BOARD SYSTEM

Becker Arena Products, Inc. shall furnish and install one custom built BAP6.0 ***Signature Series*** dasher board system along with related options and accessories. The pricing is based on the plans and specifications and information furnished and will include the following items and features.

DASHER FRAMING & POLYETHYLENE FACING, CAP RAIL & KICK PLATE

Rink Size: 200' x 85' x 28' radius - 552 lineal feet of 42" high BAP6.0 ***Signature Series*** galvanized steel frame dasher boards (Ring with box divider panels only – no back wall to boxes)
1/2" white high-density polyethylene dasher facing
1/2" x 8" high yellow high-density polyethylene kick plate
3/4" blue or red high-density polyethylene cap rail
All panels pre-assembled
All panel steel framing hot dip galvanized after fabrication
3/4" Cast-in place anchors

GATES

One 10'-0" double leaf equipment gate complete with heavy duty adjustable hinges, slide bar, cane bolts and heavy duty casters
Four 2'-6" player box gates with heavy duty hinges and lift latches
Two 2'-6" penalty box gates with heavy duty hinges and ice side push button latches
Four 3'-0" sled hockey player gates (1" high thresholds) with heavy duty hinges and lift latches
Three 3'-0" access gate with heavy duty hinges and ice side push button latches
1" thick high–density polyethylene thresholds on player, penalty and access gates

PLAYER, PENALTY AND TIMEKEEPERS AREA

Player boxes – Two each 5'–0" x 30' long with side divider panels only (no back walls)
Penalty boxes – Two each 5'-0" deep x 6' long with side divider panels only (no back walls)
Timekeeper box – One each 5'-0" deep x 6' long with 2'-6" long side divider panels only (no back walls)
Sled Hockey Boxes - Two each 5'-0" x 20' long approx. with clear dasher facing on the upper 21" of the dasher panels. Side divider panels only. (no back walls)
390 square feet of elevated flooring in the player, penalty and scorer boxes complete with protective matting
60 lineal feet of 7" high x 18" wide elevated coach's walkway in the player's boxes
60 lineal feet of 9-1/2" wide recycled plastic benches with steel frames and supports in the player and penalty boxes (24' in each player box & 6' in each penalty box)
One each 1" thick x 18" wide x 72" long solid natural polyethylene timekeeper table
118 lineal feet of 3/8" thick white high-density polyethylene backer sheet in the player, penalty sled hockey and timekeeper boxes complete with built-in shelving in the player boxes

TEMPERED GLASS SHIELDING

242 lineal feet of **5/8" x 6'-0"** high tempered glass shielding for the ends and radius corners of the rink complete with two-piece anodized aluminum shield supports

250 lineal feet of **1/2" x 6'-0"** high tempered glass shielding for the sides of the rink complete with two-piece anodized aluminum shield supports

Shield termination padding

INSTALLATION

Becker Arena Products, Inc. will furnish a crew for the complete installation of the dasher system. Price includes installation labor (Non-union labor / Non prevailing wage rate), all travel, lodging, per diem and a forklift

TOTAL BUDGET PRICE DELIVERED & INSTALLED **$ 145,000.00**

***SIGNATURE SERIES* OPTIONS**

Below are prices for additional options and accessories that are available on the BAP6.0 ***Signature Series*** dasher systems.

SYSTEM OPTIONS

Option #1 – FULL HEIGHT BACKER PANELS - Becker Arena Products, Inc. will furnish and install 3/8" white high-density polyethylene full height backer sheet (41") if required. The price includes one 1" x 2" steel tube added to steel frame of dasher panels and an "H" mullion closure strip. **(Non-union labor/Non prevailing wage rate labor)**

Please add to the base price – Materials only	**$ 17.10/lineal foot**
Please add to the base price – Installation	**$ 4.75/lineal foot****

Option #2 – PARTIAL HEIGHT BACKER PANELS - Becker Arena Products, Inc. will furnish and install 3/8" white high-density polyethylene **partial height** backer sheet if required at spectator seating locations. (21" or less in height of backer panels) The price includes one 1" x 2" steel tube added to steel frame of dasher panels and an "H" mullion closure strip. **(Non-union labor/Non prevailing wage rate labor)**

Please add to the base price – Materials only	**$ 10.30/lineal foot**
Please add to the base price – Installation	**$ 4.75/lineal foot****

Option #3 – PROTECTIVE NETTING - Becker Arena Products, Inc. will furnish & install 10' high white or black nylon or puck control netting above the shielding including all cable, conduit frame and hardware. **(Non-union labor/Non prevailing wage rate labor)**

Please add to the base price – Ends & radius corners	**$ 4,840.00**
Spectator Side only	**$ 2,800.00**

Option #4 - "VISION" SUPPORTLESS TEMPERED GLASS SHIELDS - Becker Arena Products, Inc. will furnish "Vision" supportless tempered glass shielding on the spectator side, ends & radius corners and on the player side of the rink in lieu of the supported shield system in the base bid. Complete with formed polycarbonate shield support clip.

Please add to the base price – Spectator side	**$ 2,000.00**
Please add to the base price – Ends & radius corners	**$ 2,400.00**
Please add to the base price – Player box side	**$ 1,200.00**

Please Note: Plus applicable taxes. Prices do not include local, state or federal taxes.

We are looking forward to the opportunity of working with you on your project and if we can be of further assistance please do not hesitate to call.

Best Regards,

Jeff Horstman
Becker Arena Products, Inc.

Becker Arena Products, Inc. is an Affirmative Action/Equal Employment Opportunity Employer

6611 West Hwy 13 Savage MN 55378 www.beckerarena.com 800-234-5522

BOEMER BUILDING SYSTEMS, INC.
251 STARKEY STREET, SUITE 129, ST. PAUL, MN 55107
TEL. 651-224-5718 FAX 651-224-7573

February 15, 2014

Mr. Bill Trout
Shingobee Builders
200 34th Avenue South
Waite Park, MN 56387

Subject: Arena In A Box Building, 110' x 220' x 24'

Dear Bill,

We are pleased to provide you with our Scope of Work Proposal to furnish and install the above building:

Scope of Work

A. Furnish and install one (1) Butler Widespan Building, 110' x 220' x 24
B. CMR-24 Standing Seam Roof System with aluminum-zinc finish and 3-1/2" thick Thermax insulation and 28 ga. steel Butler Mod -36 liner panel with white finish.
C. Butler Thermawall Wall System, 3" poured polyurethane foam panels with a 26 ga. steel interior and exterior panel surface. The exterior finish to be Butlercote 500 which is full strength Kynar 500.
D. Butler gutters at eave with downspouts.
E. Butler gable trim at endwalls.
F. Steel framing for three (3) sets of double doors and one (1) overhead door.

Pricing

Our price to furnish and install the above building complete, including Minnesota state sales tax, freight FOB the Minneapolis metro area, exclusions as noted is:

** ($645,200.00) **

Note: Erection pricing based on non-union labor

Exclusions

The following items/costs are not included in our proposal:

A. Permits
B. Foundation design or furnishing of building anchor bolts
C. Hollow metal doors or installation of same
D. Overhead doors or installation of same
E. Prep or finish paint of Butler supplied steel

We appreciate your consideration of Boemer Building Systems Inc., and look forward to hopefully working on this project with you.

Sincerely,

Craig N.A. Eldahl
Boemer Building Systems Inc.

February 7, 2014

Mr. Bill Trout
Shingobee Construction
669 N. Medina St.
Loretto, MN 55357

Dear Bill,

Rink-Tec International, Inc. is exclusively in the business of designing and installing industrial ice rink refrigeration systems and accessories. We offer complete design services for refrigeration, sub-floor heating systems and waste heat reclaim systems. The following is a description of the major products Rink-Tec International can offer you:

86' X 201' CONCRETE RINK FLOOR SYSTEM

Mains - The refrigeration mains between the equipment room and the refrigerated floor are 8" SDR 11 fusion pipe with 1-1/2" thick pipe insulation and a PVC jacket. The mains for the sub floor heating system are 3" SDR 11 pipe. Once the mains are tested they will be backfilled..

Sub-Floor Heating System - The sub-floor heating system will be constructed of ¾" O.D. high density polyethylene tubing placed on 18" centers throughout the rink floor. The manifold system will be constructed of 3" SDR 11 fusion pipe and fittings. The polyethylene tubing is connected to the manifold with ¾" SDR 11 fusion fittings. The mains will be stubbed up in the mechanical room for future connection.

The heat source for the system is a frame and plate heat exchanger on each refrigeration circuit that utilizes waste heat generated by the compressors. Included with the package is a 1-½ horsepower sub floor industrial bronze fitted circulating pump, and a ½ horsepower desuperheater industrial bronze fitted circulating pump, 125 gallon storage tank with cover, temperature controls, 40% ethylene glycol antifreeze charge, and all interconnecting pipe and fittings for an operating system.

Snow Melting System - This section consists of all the materials for an operating snow melting coil to be located in your concrete snow melting pit. It includes 2" copper manufactured to fit in your snow melting pit, the mains back to the equipment room consisting of 2" SDR-11 pipe and fittings. Included is a ¾ horsepower circulating pump with controls to remove warm fluid from the sub-floor heating system tank and circulate it to the snow melting coil.

310 East County Road D, Little Canada, MN 55117
Phone: 651.481.1190 Toll Free: 800.890.6080 fax: 651.481.1178

Fine Grading - This section consists of placing 6" of new granular fill on top of the sub-floor heating system after it has been tested and leveling that fill to plus or minus ¼" throughout the rink area.

Rink Floor Insulation - This section consists of furnishing and installing two layers of 1½" thick extruded insulation on top of the fine grade, including cutting and fitting the insulation to conform to the profiles of the rink and the header trench.

Vapor Barrier - This section consists of furnishing and installing a 6 mil. Vapor barrier on top of the rink floor insulation including overlap of vapor barrier material.

Reinforcing Steel - This section consists of furnishing and installing 22,500 lbs. of #4, grade 60 reinforcing steel on top of the reinforcing steel supports. The steel is installed on 16" centers the 86' direction of the rink floor and 12" centers the 201' direction of the rink floor.

Rink Floor System - Our refrigerated floor manifolds are constructed of 8" SDR 11 fusion pipe. They will be located in a header trench at center of your ice skating surface. The rink floor tubing is 1" SDR 11 pipe placed on 4" centers. The return bends are 180° fusion fittings connected to the rink floor tubing at each end of the rink. Our tubing spacers are constructed of 3/16" wire with a 3" wide foot plated for stability. They are placed on 3' centers throughout the rink floor and double as reinforcing steel supports.

Mesh - This section consists of furnishing and installing a 6" x 6", 10 gauge wire mesh on top of the rink floor tubing.

Rink Floor Concrete - This section includes providing a complete design mix, concrete testing, furnishing and placing the concrete, proper finishing, and visqueen cure of the concrete. The concrete will be placed with a concrete pump. The concrete design will include a water reducing agent, air entrainment, and super plasticizer for the placement.

Expansion Joint - This section consists of all the materials that make up the expansion joint which separates the refrigerated ice rink concrete from the outer perimeter concrete.

REFRIGERATION SYSTEM

160 HP Compressor System - The refrigeration system consists of four 40 horsepower compressors mounted on a heavy duty steel frame complete with rack mounted pre-wired electrical panel. Components included on each refrigerant circuit are a suction filter and core, suction accumulator, liquid line filter drier and core, sight glass, liquid line solenoid, isolation valve on each liquid line, and 220 lb high pressure receiver.

Each circuit will provide 48 tons of refrigeration at +5° refrigerant suction temperature and +100° condensing temperature. The chiller barrel is designed to operate with a 17° F inlet and 14° F outlet, at 975 GPM of 35% ethylene glycol. The chiller barrel will be rack mounted.

Each of the four compressors have a discharge line muffler, oil separator, oil float, check valve, oil failure, high and low pressure control with super hose control lines, crankcase heater, and high discharge temperature safety cutout.

The rack mounted anti-freeze circulating pumps consist of a 20 HP full flow pump and a 7½ HP half flow pump. The pumps are complete with suction diffusers, service valving, insulation, thermometers and pressure gauges.
The condenser is an air-cooled model designed with a 15° TD. The first two fans on each circuit will have a Variable Frequency Drive. The other fans will be operated on individual pressure controls. The condenser fans are operated in this way to maintain consistent head pressure, preventing wide swings in pressure thus preventing energy consumption. An elevated stand as well as new concrete pad will be provided by Rink-Tec.

Electrical - This section includes all power and control wiring required for the refrigeration system and interconnected components. Included are all disconnects, starters and controls wired on our system for the glycol circulating pumps, condenser, and the sub floor heating system.

All wiring to the refrigeration system, condenser and pumps from the main panel will be provided by Rink-Tec. This also includes all control wiring that will tie together the new emergency control system at each doorway, leak detector, and new louver and fan in the refrigeration room.

Along with the main component items listed above, the following are included in the equipment room installation: Schedule 80 PVC pipe and fittings for the glycol solution, pipe insulation, copper pipe and fittings for the refrigeration package to the condenser, refrigerant R-507, ethylene glycol, pipe hangers and necessary supports.

The **budget price** for all materials listed above for a complete installation and operating system is $800,000.00. The refrigeration system comes with a one year warranty on parts and labor. The floor system will carry our standard five year warranty. This quotation also includes the following:

- State taxes on materials
- Complete stamped, engineered set of construction drawings by a licensed Minnesota Mechanical Engineer
- All electrical work from disconnect to rink equipment
- All control wiring for refrigeration system
- All necessary emergency shutdown controls and alarms
- Concrete pad for the condenser
- Cutting, coring and patching of any wall penetrations

Other Items - Other items necessary for a complete installation which are not included are:

- 400 amp / 480 Volt disconnect supplied and mounted on an inside equipment room wall
- Fresh air intake and exhaust fan installed in the equipment room

I hope this information will be helpful to you. If you need any further information, please contact us.

Yours truly,

Kyle Gillespie

Kyle Gillespie
Rink-Tec International, Inc.

310 East County Road D, Little Canada, MN 55117
Phone: 651.481.1190 Toll Free: 800.890.6080 fax: 651.481.1178

EL-JAY Plumbing & Heating
Mechanical Contractors

14 February 2014

Shingobee Builders, Inc
Attn: Bill Trout
1642 South 75th Ave
St. Cloud, MN 56301

Ref: Budget for Arena in a Box

Public Restrooms
- 13—Floor mount water closets
- 3—Urinals
- 9---Lavatories
- 2---floor drains

Lobby Restroom
- 1-- Floor mount water closet
- 1—Lavatory
- 1—floor drain

Lobby
- 1—Dual level ADA water cooler

Janitors closet (in each of two)
- 1—mop sink
- 1—floor drain

Concession Area
- 1—hookup for 3 compartment sink
- 1—hookup for hand sink
- 1—floor drain

Conference Room
- 1—single compartment sink

Locker Room Restrooms (in each of three)
- 1—Floor mount water closet
- 1—Lavatory
- 1--floor drain
- 1—shower room

Resurfacer Room
- 1—floor drain in snow melt pit
- 1—floor drain near water heater
- 1—100 gallon natural gas water heater with recirculating pump
- 1—Water softener
- 1—2" valved water line for rink ice

Refrigeration Room
- 1—floor drain

Notes:
1. Roof drainage by scuppers. No roof drains included. Add $13,000 for internal roof drains @ Lobby
2. No gas piping
3. Plan Review and permits included
4. Sanitary sewer and domestic water to building by others

Budget Total: $135,000.00

Bill Arndt / Estimator / 320-249-1645 / Warndt7491@aol.com

520 Apollo Ave. NE • St. Cloud, MN 56304 • Telephone: (320) 251-8330 • Fax: (320) 251-4133

February 14, 2014

14-020rink

CENTRAL | METRO DIVISION

604 Lincoln Ave. NE
St. Cloud, MN 56304
toll free 800-827-1642
office 320-251-6861
fax 320-251-9390

NORTHERN DIVISION

7674 College Road, Ste 115
Baxter, MN 56425
office 218-828-4337
fax 218-825-4966

SOUTHERN DIVISION

2625 Highway 14 West
Rochester, MN 55901
office 507-535-7954
fax 507-424-1825

153 Chestnut St., Ste 300
Mankato, MN 56001
office 507-345-8425
fax 507-387-3208

scr-mn.com

Services

REFRIGERATION
HVAC
SERVICE
BUILDING AUTOMATION
FOOD SERVICE

Shingobee Builders
200 34th Avenue S
Waite Park, MN 56387

Attention: Bill Trout
Regarding: Budgetary pricing on HVAC for the Prototype Rink In-A Box.

PRICE INCLUDES:

1. Provide and install one 15-ton, Trane, high efficiency (12.0 EER), packaged gas heat – electric cooling rooftop unit with economizer, programmable thermostat, return air smoke detector, phase monitor, hail guards, roof curb and hinged access panels to serve the Lobby Area.
2. Insulated supply and return air ductwork with GRD's as required on rooftop unit.
3. Provide and install one 1,500 cfm, Greenheck, roof-mounted exhaust fan with backdraft damper for Public Restroom exhaust including ductwork and registers.
4. Provide and install one 7,000 cfm, CaptiveAire, direct-fired, two-speed make up air unit with motorized inlet damper, pillow block bearing, filtered intake hood, VFD, non-fused disconnect, room override thermostat, freeze protection,and control panel. Unit to serve the Locker Room area.
5. Provide and install one 7,000 cfm, Greenheck, roof mounted exhaust fan with roof curb and backdraft damper to serve the locker room area.
6. Exhaust and make-up air ductwork with grilles, registers and diffusers throughout locker room area.
7. Provide and install one 12,000 cfm, Greenheck, wall mounted exhaust fan with backdraft damper interlocked with one motorized intake louver to provide ventilation to the ice arena area.
8. Provide and install four 40' long, 150,000 btu each Solaronics infrared heaters with ducted combustion air and venting to serve the bleacher area.
9. Provide and install one Munters gas fired desiccant with up to 5,000 cfm airflow, titanium silica gel desiccant wheel (400 mm), 30% filters, dehumidistat, phase monitor, control panel to serve the ice arena area.
10. Refrigeration piping of condensing units.
11. Provide and install one 15,000 cfm, Greenheck, roof mounted exhaust fan with roof curb and backdraft damper interlocked with one motorized intake louver to provide ventilation to the compressor room.

CENTRAL | METRO DIVISION

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NORTHERN DIVISION

7674 College Road, Ste 115
Baxter, MN 56425
office 218-828-4337
fax 218-825-4966

SOUTHERN DIVISION

2625 Highway 14 West
Rochester, MN 55901
office 507-535-7954
fax 507-424-1825

153 Chestnut St., Ste 300
Mankato, MN 56001
office 507-345-8425
fax 507-387-3208

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Services

REFRIGERATION
HVAC
SERVICE
BUILDING AUTOMATION
FOOD SERVICE

12. Provide and install one 1,000 cfm, Greenheck, roof mounted exhaust fan with backdraft damper and roof curb interlocked with one motorized damper for ventilation of the Zamboni Room.
13. Provide and install one 75,000 btu, ADP, gas fired unit heater with thermostat, power vent and stainless steel heat exchanger to serve the Zamboni room.
14. Provide one electric wall heater for maintenance office (wiring by others).
15. Provide and install one ceiling mounted, electric cabinet heater for the Vestibule (wiring by others).
16. Grilles, registers and diffusers.
17. Gas piping up to 250 total feet.
18. Crane costs.
19. Certified engineer mechanical plans.
20. City mechanical permit.
21. Labor.
22. Freight.
23. Tax.

TOTAL BUDGETARY PRICE: $215,000.00

Price does not include any electrical/control wiring, refrigeration systems or plumbing.

Option #1: To provide and install one 20-ton DX coil and condensing unit to provide air conditioning to locker room make-up air, and to provide one 15-ton remote condensing unit to provide post-cooling to the Munters unit, ADD APPROXIMATELY: $50,000.00 to base bid. This option would be required for summer operation. Locker Rooms $30,000
Ice Arena $20,000

Option #2: To provide and install controls to monitor CO and NO2 in the arena, ADD APPROXIMATELY $9,000.00 base bid.

Option #3: To provide and install a complete DDC control package to control all HVAC equipment, ADD APPROXIMATELY $35,000.00 to base bid.

Thank you for the opportunity to quote you on this project. If you have any questions, please feel free to contact me.

Sincerely,

SCR – Central

Josh Hagen

Josh Hagen

Erickson Electric Company, Inc.
Commercial • Industrial • New Construction • Remodeling
212 North 8th Avenue • Saint Cloud, Minnesota 56303

BUDGET PROPOSAL

February 12, 2014

Bill Trout
Shingobee Builders
34th Avenue South
Waite Park, MN 56387

RE: Ice Rink In-a-Box

Bill, thanks for the opportunity to provide you with a budget price on this Ice Rink In-a-Box project. Please take a close look at my scope on the following three pages.

BASE PRICE- Based on the Electrical Scope

$360,000.00 -Alternate for Ice Arena condensing unit

ALTERNATE #1-Add 20 ton Condensing unit to the locker room MUA

ADD $3500.00

ALTERNATE #2-Rink lighting to be LED in lieu of T-5 Fluorescent

ADD $35850.00

ALTERNATE #3- HP Fire pump

N/A

Please call with questions.

Sincerely,

Steve Sauer

Phone: (320) 251-1501 Fax: (320) 251-1504

Erickson Electric Company, Inc.
Commercial • Industrial • New Construction • Remodeling
212 North 8th Avenue • Saint Cloud, Minnesota 56303

ELECTRICAL SCOPE

Shingobee Builders
Ice Rink In-a-Box
February 12, 2014

Refrigeration Room

- 1200 Amp-480 volt electrical service and distribution panels
- 208 volt electrical transformer and distribution panels
- 400 amp connection to packaged ice making compressors
- Circuit extended to roof of refrigeration room for condensor
- Lighting - T-8 strip fluorescents with cages-switched at man doors
- (6) convenience receptacles

Re-surfacer room

- Lighting - T-8 strip fluorescents-switched at man doors
- (4) convenience receptacles
- Power for (2) garage door openers
- (2) receptacles in small office
- Small office lighting - (1) T-8 strip fluorescents with cages-switched at man door
- (1) empty Data Stub in small office
- 60 amp circuit for charging the re-surfacer
- 4' x 8' Mounted plywood for phone/data with 2" brought out of building Max 100' to property line

Locker room hallway

- Lighting - T-8 strip fluorescents/vandal proof
- (4) convenience receptacles
- Exit lights at doors with wire cages
- Egress lights to code with wire cages

Mechanical/Electrical Closet

- Lighting - T-8 strip fluorescents - switched at man door
- (1) convenience receptacle-GFCI
- Electrical Panel location to feed locker room area

Janitor closet

- Lighting - T-8 strip fluorescents - switched at man door
- (1) convenience receptacles-GFCI

LR1, LR2, LR3, LR4, LR/Storage/Activity

- Lighting - T-8 strip fluorescents/vandal proof-controlled by motion sensor
- (2) convenience receptacles in each room
- (1) Egress lights with wire cages in each room

Locker/Toilet/Shower rooms

- Lighting - T-8 strip fluorescents/vandal proof/vapor tight-controlled by motion sensor

Phone: (320) 251-1501 Fax: (320) 251-1504

Erickson Electric Company, Inc.
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- Hand dryer mounted on wall for hair drying
- (1) convenience receptacles in each room-GFCI
- (1) Egress lights with wire cages in each room

Lobby Men's and Women's Restrooms

- Lighting – 2x4 acrylic drop in fixtures-controlled by motion sensor
- GFCI at each end of vanity
- Power for auto flush and faucets
- Egress lights to code with wire cages

Lobby meeting rooms, office, and Conference room

- Lighting – 2x4 acrylic drop in fixtures
- One receptacle on each wall
- One empty Data Stub in each room

Lobby

- Lighting – 2x4 acrylic drop in fixtures
- (6) convenience receptacles
- Exit lights at doors with wire cages
- Egress lights to code with wire cages
- 480 volt and 208/120 volt panel in janitors room

Concession Area

- Lighting – 2x4 acrylic drop in fixtures
- 10 separate circuits for equipment
- Dedicated outlet for POS
- NO Exhaust hood or MUA wiring included

Rink Area

- Power in the rink area
  - Perimeter outlets every 24 feet around the rink (on each column)
  - Dedicated power to the scorers box area
  - Dedicated power for (2) scoreboards
  - Power for (1) garage doors
- Interior lighting the rink area
  - 80 Foot Candle levels on the rink using T-5 Fixtures with wire cages
  - T-5 fixtures to be dual level to allow for 40 Foot Candle level for practice
  - Exit lights at doors with wire cages
  - Egress lights to code with wire cages

Mechanical-power and control

- Packaged Rooftop unit in lobby area-15 Ton
- Exhaust fan for Lobby bathrooms
- Exhaust Fan for Locker room area
- Make Up Air unit for Locker room area
- Dehumidification unit on locker room roof for rink area- 15 Ton
- Exhaust fan interlocked with a motorized damper for rink area

Phone: (320) 251-1501 Fax: (320) 251-1504

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212 North 8th Avenue • Saint Cloud, Minnesota 56303

- (4) Infrared heaters in rink area over seating
- Exhaust fan interlocked with a motorized damper for re-surfacer room
- Gas fired unit heater for re-surfacer room
- Exhaust fan interlocked with a motorized damper for compressor room
- (1) Ceiling mount electric heater in vestibule
- (1) Electric heater in maintenance office

Exterior lighting

- Wall pack lights around perimeter of building
- Square canopy lights under entrance canopy
- (3) parking lot pole lights included (single head-400 watt Metal Halide on a 25' pole) ADD or DEDUCT $3000.00 /per pole

General items:

- Electrical Permit
- Equipment Rentals
- AutoCAD design drawings

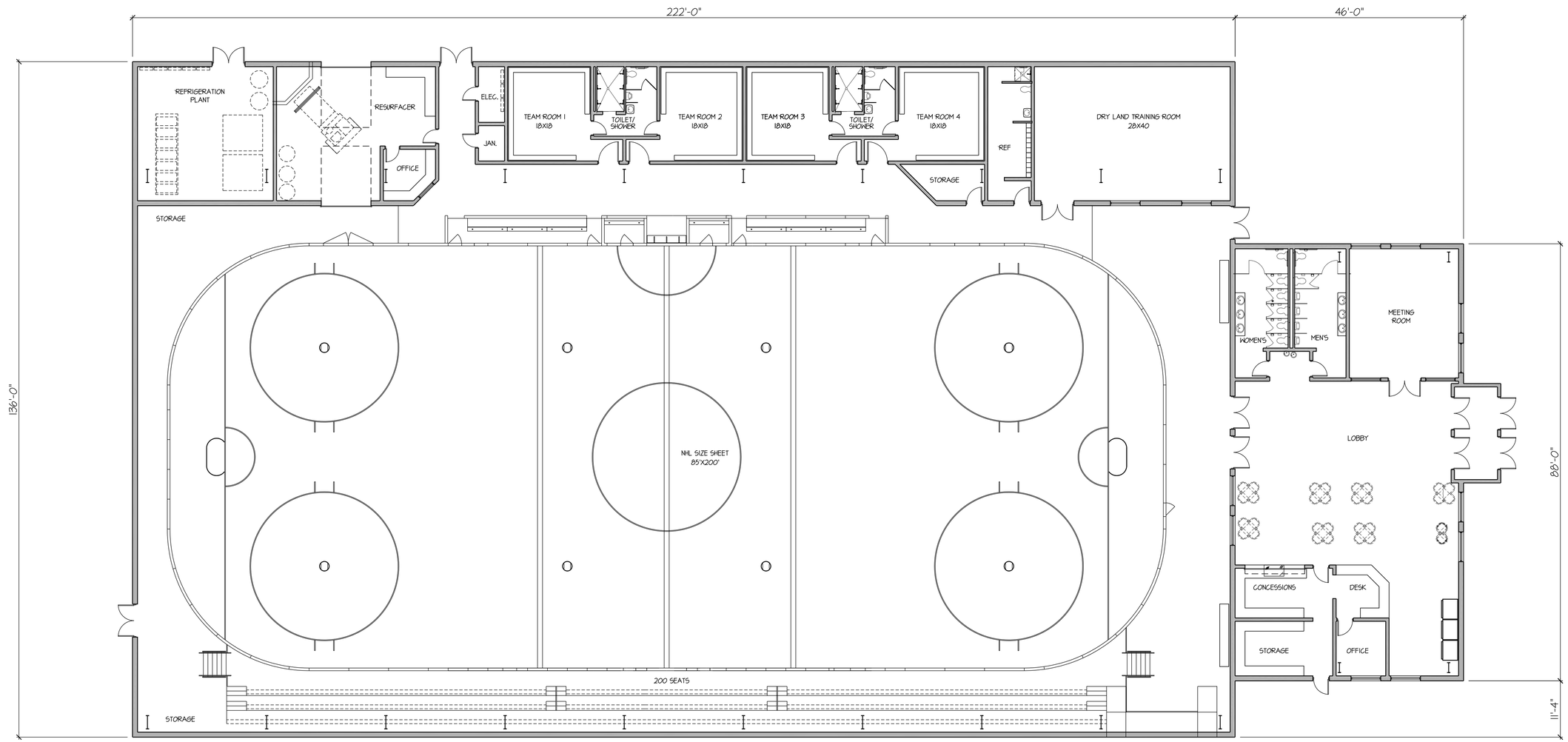
NOT INCLUDED:

- Fire alarm system or wiring
- Data/Phone wiring or equipment
- Speaker/paging wiring or equipment
- Hood/MUA at concession area
- Scoreboard control wiring
- Outdoor signage connections
- Indoor advertising signage connections
- Refrigeration controls
- Utility fees
- Power company fees
- Electrical Engineering fees

ALTERNATES

1. Mechanical alternate to add a condensing unit to the locker room MUA unit-20 ton
2. Rink lighting alternate to supply LED lighting over the rink area in lieu of T-5 fixtures. This would reduce the wattage consumed by approximately 30%. A payback analysis could be completed if the hours the lights are lit would be provided to me.
3. Fire Pump

Phone: (320) 251-1501 Fax: (320) 251-1504



NEW ICE ARENA - 34,360 SF

A2.1 MAIN LEVEL FLOOR PLAN
3/32"=1'-0"

HTG architects

www.htg-architects.com
Minneapolis Phoenix
Tampa

9300 Hennepin Town Road
Minneapolis, MN 55347
Tel: 952.278.8880
Fax: 952.278.8822

PROJECT

RINK-IN-A-BOX
ANYTOWN, MN

ISSUED SET 4-30-14
REVISIONS
DATE NO.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

REG. NO. DATE

ML-xxxxx.dwg Apr 30, 2014 - 3:04pm

DRAWN BY: CHECKED BY:

A2.1

XXXXX

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PARK CITY COUNCIL MEETING MINUTES- DRAFT
SUMMIT COUNTY, UTAH,
June 26, 2014

Study Session
Public Art Advisory Board
Mayor Pro Tem Simpson thanked the board for coming to the study session. Bryan Mackkaren, PAAB Chair, spoke to the upcoming artwork that they have been looking into to include art at the Bear Bench plaza, Poison Creek and Quinn's Junction. Then he spoke of the idea of putting murals on all the floors of China Bridge using art as a navigational tool. Mackkaren spoke to the lighting aspect of the art, regarding uplighting. Council member Beerman recalled the Council amending the lighting aspect of the Land Management Code. It was undetermined if was those changes had been approved. City Manager Foster stated she would double check but she was fairly confident those amendments had passed. Greta inquired about the funding of the art projects. Foster clarified the funding sources to include 1% from the CIP funds with the additional $25,000 transferred from the General Fund annually. Judy Horwitz would like to know what funds are currently available and what funds are projected in the future. Mackkaren informed Council that the Quinn's project will cost $84,000 and will not be eligible for the 1% funding.

Public Comment from Randy Barton was heard. Mr. Barton spoke of a worldwide press conference for a nonprofit campaign to save the Banksy. Victoria Anderson spoke to the public/private partnership to create art as well as looking into signage at the projects recognizing the partnership.

Mayor Pro Tem Simpson inquired if the Council had any suggestions of where they would like to see art work. Council member Henney stated that he loves the current artwork around town and inquired about art on the outside of the China Bridge. Council member Peek spoke to the navigational aspect of the art for the tourists. Greta spoke to the bus stops and inquired if Council was interested in revamping the artwork there. Judy would like to see the website updated with a listing of private and public art. Council member Beerman would like to see art at the trailheads as well as the different sets of stair throughout the City to create place. Mayor Pro Tem Simpson would like to see art on the plateau between the old and new China Bridge. They all agreed that these were great suggestions and the Art Board would look at each one. Greta feels that there should regulations to the public art on private property so that the town will not get junked up. Discussions continued and decided that they do not want to become "art police".

Public Input from Monica, KCPW spokesperson, spoke to a way-finding issue regarding the KCPW door. They have had multiple people get lost trying to find the KCPW door. They are very fond of the mural idea in the parking lot.

Recreation Advisory Board Interviews
Council conducted Recreation Advisory Board interviews.

Work Session

Council Questions and Comments and Manager's Report
Council and Staff sang Happy Birthday to Council member Henney.

Council member Peek attended the HPB meeting and they determined whether the converted garage at 19 Empire was appropriate to be removed from the list of historically significant properties and they determined that is was in fact ok to remove.

Council member Matsumoto attended the Chamber meeting and stated they are expecting occupancy on the rise. Had a very interesting report from Patricia Jones, Dan Jones group stated that the image of Park City is known as a hidden gem and authentic. She was very adamant that we keep our authenticity. Met with the Park Silly Sunday working group on Sunday and enjoyed watching the crowd grow and the farmers market was great. Summit Lands are concerned with the pipeline. Foster stated that the water department is keeping an eye on this issue.

Council member Beerman attended two board meetings with the ULCT as well as the leg policy session. Informed Council that Stephanie Johnston is the new president of the HPCA. Attended a Ski Utah meeting at the Olympic park and is very excited with the future. Attended the Road Respect ride last Thursday where Park City was honored. Attended the Golf celebration as well as Three days of Mountain Accord meetings were they are finalizing the data collected from the working groups.

Council member Henney also rode in the Road Respect ride and attended the Park Silly Sunday Market with Council member Matsumoto where he had the opportunity to speak with Allison Butz, Historic Park City Alliance, who told him that she is pleased with how the market is operating this year. Also attended a Joint Council and County meeting finding it very informative and an HPCA meeting where the main focus was the issue with PCMR and Vail regarding the repercussions to the businesses. Henney then invited the Mayor and other Council members to get the word out that the best time to see government is at work is during the study and work sessions. Simpson stated that she too makes that point to the public and suggested that at the end of each radio interview to remind the public to attend the work and study sessions.

Mayor Pro tem Simpson thanked Phyllis and Heinrich for attending the Aspen Springs HOA meeting. Thanked Denise and Craig for a fun golf celebration. Attended a Health board meeting and thanked staff for the joint meeting with the County .

Special Events Discussion
Tommy Youngblood and Jenny Diersen spoke to the upcoming Special Events lined up for the summer. Youngblood stated that they foresee hitting over a million visitors with the special events. Spoke to the traffic piece of hosting events. Diersen stated that the Fourth of July weekend is expected to be well attended due to the holiday falling on a Friday. There will be a parade, concerts at Deer Valley, Firecracker baseball tournament as well as a public fireworks display. The other large festival coming up in August is the Arts Festival along with a large soccer tournament as well as the Concert series at Deer Valley. Mayor Pro Tem Simpson inquired if they have activated a park and ride. Youngblood stated that the transit department is looking into that option. Council member Matsumoto thanked staff for their hard work. She also inquired if staff evaluates each event for overnight stays in the community. Youngblood spoke to that stating that they do look at that as a criteria but it is a fine line. Matsumoto stated that during the campaign season it was a high point of people complaining about too many events. Bob Koller, Summit County, stated that they do currently evaluate each event before and after the

event. He feels that the County and Park City are moving in the right direction. Council member Henney stated that we need to look at the satellite parking and evaluate the calendar as a whole not by single events. Council member Peek stated that as the mitigation of impacts evolve there needs to be repetition to train our residents and visitors. Council member Beerman inquired if the HPCA had secured an arrangement to have employees park at the High school. Foster stated it is still in the works.

Policy and Procedure Manual Discussion

Brooke Moss, Human Resources Manager, spoke to the changes that staff has suggested. One change they are suggesting is related to the sick leave policy changing the need for a doctor's note from two days to three shifts. Spoke to the removal of the 5% cap to help alleviate the wage celling. They also are recommending increasing the paternal leave from 40 to 80 hours. Council member Beerman stated that he is pleased with the changes also inquired if there is a time on the job requirement to participate in the benefits. Moss stated that the benefits begin on the hire date.

Regular Meeting

I. ROLL CALL- all present- Mayor Pro Tem Liza Simpson called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, June 12, 2014. Members in attendance were Liza Simpson, Andy Beerman, Dick Peek, Tim Henney and Cindy Matsumoto. Mayor Jack Thomas was excused. Staff member present were Diane Foster, City Manager; Mark Harrington, City Attorney; Wade Carpenter, Police Chief; Hugh Daniels, Emergency Manger; Kurt Simister, Deputy Fire Marshall; Anya Grahn, Planner; Kirsten Whetstone, Planner; Marci Heil, City Recorder

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

There were no communications and disclosures from Council or staff.

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

Kate and Michelle with the Park Silly Sunday Market reported on three fantastic weeks and have been averaging 10% more visitors. First working group meeting with Council members Henney and Matsumoto along with HPCA representative Allison Butz. Spoke to the upcoming events with the Olympic event this upcoming weekend, Recycle weekend.

Perry Martin, board member of Snow Flower Condominiums HOA read a letter to the Council regarding parking influx near PCMR. Stated they feel the need to remind the Council that the City and Community are involved in this litigation and are pleased with the letter issued by the Mayor.

IV. CONSIDERATION OF MINUTES FROM JUNE 5 AND JUNE 12, 2014 CITY COUNCIL MEETING

Council member Beerman moved to approve the minutes from June 5 and June 12, 2014
Council member Matsumoto
Approved unanimously

V. NEW BUSINESS

1. Consideration of a an Ordinance Revising Title 2 of the Municipal Code of Park City and Adopting the 2014 Personnel Policies and Procedures Manual

City Attorney Harrington stated that the proposed changes were reviewed by the Policies and Procedures committee and have been reviewed by the legal staff, and the management team.

Mayor Pro Tem Simpson opened the public hearing. There were no comments. Mayor Pro Tem closed the public hearing.

Council member Matsumoto moved to approve an Ordinance Revising Title 2 of the Municipal Code of Park City and Adopting the 2014 Personnel Policies and Procedures Manual
Council member Peek seconded
Approved unanimously

2. Consideration of an Ordinance Prohibiting Open Fires and Regulating the Use of Fireworks within Park City during the 2014 Fire Season and Adopting the Summit County Process For Recovery of Costs for Responding to Emergencies Caused by an Aggravated Fire Emergency.

Police Chief Carpenter, Fire Chief Hewitt, Deputy Fire Marshall Kurt Simister, Hugh Daniels, Emergency Manager, spoke of the changes that have been discovered during the Inter-local Fire association meeting that have increased the fire danger in the area. Council member Henney inquired why the County is not going to put in any regulations on fireworks with year. Chief Hewitt stated that the incorporated areas can place bans while unincorporated areas in the County have to go through the State Forestry Office. Stated right now he would say that the fire danger is always prevalent. This would ban class “C” fireworks. Council member Matsumoto inquired about table top fire pit. Chief Carpenter stated that if they get a concerned call they will evaluate the device. Daniels read from the code that approved fire pits using propane, natural gas or briquettes would be allowed for use.

Mayor Pro Tem Simpson opened the floor for public input – Randy Barton recommended that the Council not impose a ban or look into allowing fireworks in certain zones. Chief Hewitt spoke to the idea of a discharge site in regards to public safety. Randy inquired if they Chief could roll a truck up and designate a time. Daniels spoke to the danger of private celebration. He did reiterate that the public display will still be on as long as the conditions remain the same.

Council member Peek moved to approve an Ordinance Prohibiting Open Fires and Regulating the Use of Fireworks within Park City during the 2014 Fire Season and Adopting the Summit County Process for Recovery of Costs for Responding to Emergencies Caused by an Aggravated Fire Emergency
Council member Beerman seconded
Approved unanimously

3. Consideration of the 820 Park Avenue Rio Grande Condominium Plat pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance in a form approved by the City Attorney.

DRAFT

Planner Grahn stated that the applicant is looking to create 10 condo units and 4 commercial units. Grahn stated that there is one correction Section 1 of the ordinance which is removing the language “the town lift etc” and replace it with “820 Park Ave Record of Survey”.

Council member Beerman stated that the ordinance states 24 parking spaces but the staff report states 25 which is correct. Grahn stated it is the 24 parking spaces. Peek stated that the ordinance does not clarify if the Planning recommendation was positive or negative. Grahn stated it was a positive recommendation.

Mayor Pro Tem Simpson opened the public hearing. There were no comments. Mayor Pro Tem closed the public hearing.

Council member Peek moved to approve the 820 Park Avenue Rio Grande Condominium Plat pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance as amended in a form approved by the City Attorney
Council member Beerman seconded
Approved unanimously

4. Consideration of an Ordinance Approving The Parkite Residential Condominiums Record Of Survey Plat, Located At 333 Main Street, Park City, Utah pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance in a form approved by the City Attorney.

Planner Whetstone stated this is an ordinance for 15 condo units above the Main Street Mall. This would also include common area for a lobby, fitness center as well as 15 parking spaces. Council member Peek inquired about the North tunnel, Elliot Work group spokesperson clarified that the slope under the current structure would allow for the tunnel. It was also pointed out that the Draft Ordinance did not reflect if the Planning Commission’s recommendation was positive or negative. Whetstone stated that Planning Commission has forwarded a positive recommendation.

Mayor Pro Tem opened the public hearing, Randy Barton, stated that he is representing the Egyptian and are happy to have them as neighbors. Public hearing was closed.

Council member Beerman moved to approve an Ordinance Approving The Parkite Residential Condominiums Record Of Survey Plat, Located At 333 Main Street, Park City, Utah pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance as amended in a form approved by the City Attorney
Council member Peek seconded
Approved unanimously

5. Consideration of an Ordinance approving the Parkite Commercial Condominiums record of survey plat, located at 333 Main Street, Park City, Utah pursuant to the findings of fact, conclusions of law and conditions of approval stated in an attached ordinance in a form approved by the City Attorney.

Mayor Pro Tem Simpson opened the public hearing. There were no comments. Mayor Pro Tem closed the public hearing

Council member Peek moved to continue to July 31, 2014

Council member Henney seconded
Approved unanimously

6. Consideration of the Land Management Code Amendments pertaining to Public Improvement Warranty Guarantees section 15-1-13 & 15-11-19; Planning Commission Rules of Order section 15-12-10;Clarify by codifying the existing prohibition of nightly rentals within April Mountain and Mellow Mountain Estates Subdivisions section 15-2.13-2.

Planner Whetstone spoke to the Land Management Code amendments, the first being a change in the retainer amount to reflect the State Code. The second amendment clarifies the code with a footnote to show that nightly rentals are prohibited in April Mountain and Mellow Mountain Estates although they are allowed in the zone. The third change is regarding the rules of order section regulating the Planning Commission.

Mayor Pro Tem Simpson opened the public hearing. There were no comments. Mayor Pro Tem closed the public hearing

Council member Matsumoto moved to approve the Land Management Code Amendments pertaining to Public Improvement Warranty Guarantees section 15-1-13 & 15-11-19; Planning Commission Rules of Order section 15-12-10; Clarify by codifying the existing prohibition of nightly rentals within April Mountain and Mellow Mountain Estates Subdivisions section 15-2.13-2
Council member Peek seconded
Approved unanimously

7. Consideration of the Land Management Code Amendments pertaining to Animal services in GC and LI zoning districts sections 15-2.18-2, 15-2.19-2, 15-15-1.

Mayor Pro Tem Simpson opened the public hearing. There were no comments. Mayor Pro Tem closed the public hearing

Council member Henney moved to Continue to July 31, 2014
Council member Matsumoto seconded
Approved unanimously

8. Consideration of a Escrow and Purchase Agreements with Military Installation Development Authority for Red Maple Parcel (located North of SR248 and East of PC Hill) in a form approved by the City Attorney

City Attorney Harrington stated that staff is pleased to bring this item into escrow.

Mayor Pro Tem Simpson opened the public hearing. There were no comments. Mayor Pro Tem closed the public hearing

City Manager Foster thanked Harrington for his years of hard work on this purchase.

Council member Beerman moved to approve an Escrow and Purchase Agreements with Military Installation Development Authority for Red Maple Parcel (located North of SR248 and East of PC Hill) in a form approved by the City Attorney

DRAFT

Council member Matsumoto seconded
Approved unanimously

VI. ADJOURNMENT

Council member Matsumoto moved to adjourn the meeting
Council member Beerman seconded
Approved unanimously

MEMORANDUM OF CLOSED SESSION

The City Council met in a closed session at approximately 1:15 p.m. Members in attendance were Members in attendance were Liza Simpson, Andy Beerman, Dick Peek, Tim Henney and Cindy Matsumoto. Mayor Jack Thomas was excused. Staff members present were Diane Foster, City Manager; Matt Dias, Assistant City Manager; Mark Harrington, City Attorney; Tom Daley, Deputy City Attorney; Jonathan Weidenhamer, Economic Development Manager; Craig Sanchez, Public Relations; Heinrich Deters, Trails and Open Space. **Council member Beerman moved to close the meeting to discuss Property, Litigation, and Personnel. Council member Henney seconded. Motion carried.**

Council member Beerman moved to open the closed session. Council member Henney seconded. Motion carried.

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 Marci S. Heil, City Recorder.

Marci Heil

Marci S. Heil, City Recorder

PARK CITY SUMMIT COUNTY UTAH
CORPORATE
Seal
MARCH 1, 1884

DRAFT

City Council
Staff Report

Subject:	**Top of Main PRV Replacement Project CONSTRUCTION AGREEMENT**
Author:	**Griffin Lloyd, Water Project Manager**
Department:	**Public Works, Water**
Date:	**June 26, 2014**
Type of Item:	**Administrative**

Summary Recommendations:
Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Beck Construction and Excavation for construction of the Top of Main PRV Replacement project in an amount of $297,953.00

Topic/Description:
Construction of the water supply improvements are in accordance with the Water Strategic Plan's Source Strategies & Policies as follows:

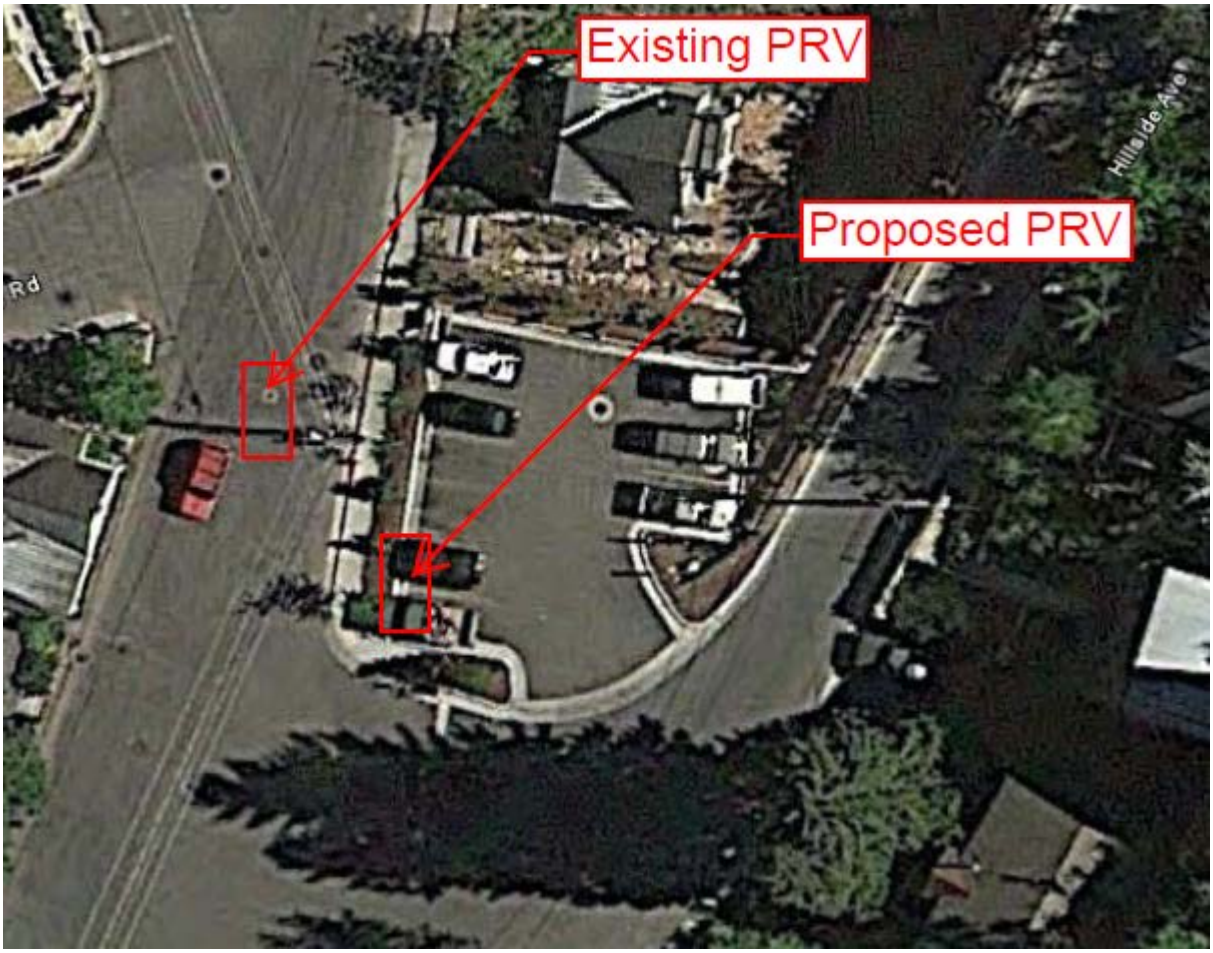
- Source, Water Quality and Infrastructure
- Maximize efficient use of existing City sources;
- Ensure public health and safety is protected through quality water; and
- Maximize operational efficiency.

Background:
The existing PRV vault facility at the intersection of Main Street and King Road has been identified by the Water Department as an asset needing replacement based on age, condition assessment, safety, reliability and criticality. The PRV vault serves as a water pressure reducing facility for the Upper Old Town pressure zone serving primarily Main Street and is supplied from the Daly Avenue water main. The existing vault is located within the Main Street pavement surface making an unsafe condition for worker accessibility. The existing vault and piping were constructed in the 1970s and the vault and the piping in the vault exhibit corrosion and have a history of extensive maintenance and repairs.

Additionally, the adjacent existing water service to #5 King Road has recurring freeze reports and is on the freeze list. Consistent with City Council direction, the Water Department has an ongoing program to replace water services in this category.

Proposed Construction:
Work consists of the installation of a new PRV station behind the existing sidewalk and under a portion of the existing Hillside public parking lot. Parking will not be lost, and access to the new vault will be in between the parking lot and the sidewalk. A site map is provided below. Elements of the work consist of a new precast concrete pressure reducing valve (PRV) vault with associated mechanical piping, valves, and electrical

appurtenances, SCADA connections, connections to existing 10-inch and 12-inch waterlines, replacement of the adjacent fire hydrant, removal of an existing PRV vault, site and pavement restoration, and other associated work. The replacement of the water service to #5 King Road has been included in the project. All work is located within the City's Soil Ordinance Boundary near the intersection of Hillside Avenue and Main Street in Park City, UT.



Analysis:

Construction Contract:

The Top of Main PRV Replacement project was advertised in the Park Record on 5/21, 5/24, 5/28, 5/31, 6/4 & 6/6, 2014, online at utahlegals.com, and on the Park City Website beginning May 17, 2014. 7 bids were received and publically opened on June 12, 2014. The following summarizes the bids:

Beck Construction and Excavation	***Total Bid***
Engineer's Estimate	**$325,000**
Beck Construction and Excavation	$297,953
Allied Construction	$385,511.03
Terra Construction	$442,500.00
Counterpoint Construction	$455,000.00
SCI	$494,922.00
Vancon	$530,000.00
Hills Construction	$598,000
5% Local Preference Consideration Total	*$312,850.65*

Beck Construction and Excavation is the lowest responsive bidder. Bid Documents have been verified by Staff. Staff therefore has determined that Beck Construction and Excavation is the successful Bidder.

Local Bidder Preference was considered during the determination of lowest responsible bidder. No bids were within 5% of the low bid.

The City's Project Manager, Griffin Lloyd, will be working under the guidance of the Water Engineer and Water Manager.

Department Review:
This report has been reviewed by representatives of Public Works, Legal, and the City Manager's Office and their comments have been integrated into this report.

Alternatives:

A. Approve:
Council could authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Beck Construction and Excavation, for the construction of the Top of Main PRV Replacement project in an amount of $297,953.00.

B. Deny:
Council could deny the request for the agreement. Denying the request could result in a delay to the project as alternate construction methods are evaluated.

C. Modify:
Council could modify the request for the agreement. Modifying the request could result in a delay to the project as the impacts of the requested modifications on construction and/or management elements are evaluated.

D. Continue the Item:
Council could continue the request for the agreement. Continuing the request could result in a delay to the project until key elements can be addressed.

E. Do Nothing:
Staff does not recommend this alternative. Doing nothing would delay the construction of the project and increase the risk of loss of service to customers or of property damage resulting from pressure reducing valve failure.

Significant Impacts:

	Preserving & Enhancing the Natural Environment (Environmental Impact)	**Responsive, Cutting-Edge & Effective Government**
Which Desired Outcomes might the Recommended Action Impact?	+ Managed natural resources balancing ecosystem needs + Enhanced water quality and high customer confidence + Adequate and reliable water supply + Reduced municipal, business and community carbon footprints	+ Fiscally and legally sound + Well-maintained assets and infrastructure + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Very Positive ↑	Positive ⇧
Comments:		

Funding Source:
The funding for the project is from water service fees and is part of the approved FY 15 budget.

Consequences of not taking the recommended action:
The project components are critical to the operation of the delivery of water to meet existing obligations.

Recommendation:
Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with Beck Construction and Excavation for construction of the Top of Main PRV Replacement project Construction Agreement in an amount of $297,953.00

Exhibits:

EXHIBIT A: Top of Main PRV Replacement project, Scope of Work

EXHIBIT B: Bid Tabulation

EXHIBIT A

Scope of Work
Top of Main PRV Replacement Project
Construction Agreement

DESCRIPTION AND SITE OF WORK: For the project known as the TOP OF MAIN PRV REPLACEMENT PROJECT, (hereinafter "Project"), the Work generally consists of a new precast concrete pressure reducing valve (PRV) vault , mechanical piping, valves, and electrical appurtenances, connecting to existing 10-inch and 12-inch waterlines, isolation valves, a water service line, fire hydrant replacement, removal and abandonment of an existing PRV vault, site and pavement restoration, and other associated work. All work is located within the City's Soil Ordinance Boundary near the intersection of Hillside Avenue and Main Street in Park City, UT.

COMPLETION OF WORK: All WORK shall be completed by October 15, 2014. Time is of the essence. The OWNER reserves the right to change any dates or deadlines.

EXHIBIT B
Bid Tabulation – Top of Main PRV Replacement Project

BID TABULATION

PARK CITY MUNICIPAL CORPORATION

Top of Main PRV Replacement

Bids Opened at 3:00 pm on June 12, 2014

		1		2		
		PRV Vault and Site Improvements, Complete		Bid Allowance		Total
Item No.	**Classification of Unit Price Work**	**Unit**	**Amount**	**Unit**	**Amount**	**Amount**
	Bid Schedule					
1	Beck Construction	1 LS	$ 262,953.00	1 LS	$ 35,000.00	$ 297,953.00
2	Allied Construction	1 LS	$ 350,511.03	1 LS	$ 35,000.00	$ 385,511.03
3	Terra Engineering	1 LS	$ 407,500.00	1 LS	$ 35,000.00	$ 442,500.00
4	Counterpoint	1 LS	$ 420,000.00	1 LS	$ 35,000.00	$ 455,000.00
5	SCI	1 LS	$ 459,922.00	1 LS	$ 35,000.00	$ 494,922.00
6	Vancon	1 LS	$ 495,000.00	1 LS	$ 35,000.00	$ 530,000.00
7	Hills Construction	1 LS	$ 533,000.00	1 LS	$ 35,000.00	$ 568,000.00
	Total Bid Schedule					

City Council
Staff Report

Subject:	**Estates Drive Water Line Replacement Project CONSTRUCTION AGREEMENT**
Author:	**Griffin Lloyd, Water Project Manager**
Department:	**Public Works, Water**
Date:	**July 10, 2014**
Type of Item:	**Administrative**

Summary Recommendations:
Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with SCI, Inc., for construction of the Estates Drive Water Line Replacement project in an amount of $444,444.00

Topic/Description:
Construction of the water supply improvements are in accordance with the Water Strategic Plan's Source Strategies & Policies as follows:

- Source, Water Quality and Infrastructure
- Maximize efficient use of existing City sources;
- Ensure public health and safety is protected through quality water; and
- Maximize operational efficiency.

Background:
The existing water line in Estates Drive starting at American Saddler Way and continuing approximately 1,500 feet to Four Lakes Drives has had a series of leaks in recent years requiring emergency shutdowns and excavations in order to make the appropriate repairs. The original line was installed in the early 80's. The water main is unprotected ductile iron pipe and the water services are copper piping. The existing water main is located at a depth greater than five feet bury in silty clay soils with fluctuating groundwater levels. Significant external pipe corrosion has been observed during repairs and the line segment has a record of substantial leaks resulting in water service outages to customers. The line is in need of replacement.

Proposed Construction:
Work includes the construction of approximately 1,500 feet of PVC C900 potable water line, reconnections to the existing piping at Four Lakes Drive and American Saddler, new service connections to eight existing meters, two new fire hydrant assemblies, a new air vac assembly, and asphalt restoration. Staff recommends the existing ductile iron water line be replaced with PVC pipe materials based on the result of soils samples, taken during repairs, which indicate corrosive soils in the pipe zone area. All non-plastic fittings will be cathodically protected with an anode bag, wax tape, and polyethylene wrapping. During construction, traffic will be restricted to one-way around the work area, and temporary water connections will be made to keep existing water service to the homes within the project limits. A slurry seal will be placed on the entire

roadway width following pavement patching. Estimated life span for the replacement pipe is 60 years.

Analysis:

Construction Contract:

The Estates Drive Water Line Replacement project was advertised in the Park Record on 6/4, 6/7, 6/11, 6/14, 6/18, & 6/21, online at utahlegals.com, and on the Park City Website beginning June 4, 2014. Two bids were received and publically opened on June 25, 2014. The following summarizes the bids:

Bidder	***Total Bid***
Engineer's Estimate	**$403,367.20**
SCI Inc.	$444,444.00
Allied Construction	$477,228.47

SCI Inc. is the lowest responsive bidder. Bid Documents have been verified by Staff. Staff therefore has determined that **SCI Inc** is the successful Bidder. Engineer's estimate did not reflect the amount of effort needed to provide temporary water to the existing homes while construction takes place, as well as a sufficient amount of traffic control needed. Because of the oversights by the engineer, staff feels the bid is acceptable.

Local Bidder Preference was considered during the determination of lowest responsible bidder; however no bidder qualified for Local Bidder Preference

The City's Project Manager, Griffin Lloyd, will be working under the guidance of the Water Engineer and the Water and Streets Director.

Department Review:

This report has been reviewed by representatives of Public Works, Legal, and the City Manager's Office and their comments have been integrated into this report.

Alternatives:

A. Approve:

Council could authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with SCI, Inc., for the construction of the Estates Drive Water Line Replacement project in an amount of $444,444.00.

B. Deny:

Council could deny the request for the agreement. Denying the request could result in a delay to the project as alternate construction methods are evaluated.

C. Modify:

Council could modify the request for the agreement. Modifying the request could result in a delay to the project as the impacts of the requested modifications on construction and/or management elements are evaluated.

D. Continue the Item:
Council could continue the request for the agreement. Continuing the request could result in a delay to the project until key elements can be addressed.

E. Do Nothing:
Staff does not recommend this alternative. Doing nothing would delay the construction of the project and increase the risk of loss of service to customers and damage to public property due to water leaks..

Significant Impacts:

	Preserving & Enhancing the Natural Environment (Environmental Impact)	**Responsive, Cutting-Edge & Effective Government**
Which Desired Outcomes might the Recommended Action Impact?	+ Managed natural resources balancing ecosystem needs + Enhanced water quality and high customer confidence + Adequate and reliable water supply + Reduced municipal, business and community carbon footprints	+ Fiscally and legally sound + Well-maintained assets and infrastructure + Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Very Positive ↑	Positive ⇧
Comments:		

Funding Source:
The funding for the project is from water service fees and is part of the approved FY 15 budget.

Consequences of not taking the recommended action:
The project components are critical to the operation of the delivery of water to meet existing obligations.

Recommendation:
Staff recommends Council authorize the City Manager to execute a Construction Agreement, in a form approved by the City Attorney, with SCI, Inc., for construction of the Estates Drive Water Line Replacement project in an amount of $444,444.00

Exhibits:

EXHIBIT A: Estates Drive Water Line Replacement project, Scope of Work

EXHIBIT B: Bid Tabulation

EXHIBIT A

Scope of Work
Estates Drive Water Line Replacement Project
Construction Agreement

DESCRIPTION AND SITE OF WORK: For the project known as the ESTATES DRIVE WATER LINE REPLACEMENT PROJECT, (hereinafter "Project"), the Work consists of approximately 1500 lf of PVC C900 potable water line, with appurtenances, connections to existing water services, cathodic protection, and asphalt restoration. The work is located in Park City, UT, as indicated on the Drawings.

COMPLETION OF WORK: All work within Estates Drive shall be completed by October 15, 2014, and final project completion by November 1, 2014. Time is of the essence.

EXHIBIT B
Bid Tabulation – Estates Drive Water Line Replacement Project

BID TABULATION

PARK CITY MUNICIPAL CORPORATION
Estates Drive Waterline Replacement Project
Bids Opened at 3:00 pm on June 25, 2014

				0		1		3		4		5	
				Engineers Estimate		SCI		Allied Construction					
Item No.	**Classification of Unit Price Work**	**Qnty**	**Unit**	**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**	**Unit Price**	**Amount**
	Bid Schedule												
1	Mobilization (Not to Exceed 5%)	1	LS	$ 20,000.00	$ 20,000.00	$ 22,200.00	$ 22,200.00	$ 21,319.52	$ 21,319.52				$ -
2	8" C900 PVC Water line	1490	LF	$ 74.00	$ 110,260.00	$ 83.00	$ 123,670.00	$ 55.09	$ 82,084.10				$ -
3	Connect to Existing 8" Gate Valve	1	EA	$ 6,000.00	$ 6,000.00	$ 11,000.00	$ 11,000.00	$ 6,563.30	$ 6,563.30				$ -
4	Provide and install 8"x8" Tee	1	EA	$ 2,000.00	$ 2,000.00	$ 1,920.00	$ 1,920.00	$ 2,808.33	$ 2,808.33				$ -
5	Provide and Install 8" Gate valve	5	EA	$ 2,500.00	$ 12,500.00	$ 3,500.00	$ 17,500.00	$ 4,080.26	$ 20,401.30				$ -
6	Provide and install 8x6 reducer	1	EA	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 2,000.00	$ 2,339.79	$ 2,339.79				$ -
	Provide and install new fire hydrant	2	EA	$ 6,500.00	$ 13,000.00	$ 9,000.00	$ 18,000.00	$ 9,311.21	$ 18,622.42				$ -
7	Provide and install 1.5" service line	8	EA	$ 4,600.00	$ 36,800.00	$ 3,200.00	$ 25,600.00	$ 2,484.21	$ 19,873.68				$ -
8	Provide and install 8" 45 bend	2	EA	$ 1,800.00	$ 3,600.00	$ 1,900.00	$ 3,800.00	$ 1,794.58	$ 3,589.16				$ -
9	Expose additional existing 8" gate valve	1	EA	$ 6,000.00	$ 6,000.00	$ 10,000.00	$ 10,000.00	$ 8,294.96	$ 8,294.96				$ -
10	Air/Vac assembly	1	EA	$ 7,500.00	$ 7,500.00	$ 11,000.00	$ 11,000.00	$ 9,358.43	$ 9,358.43				$ -
11	Asphalt Trench Patch	13,112	EA	$ 5.50	$ 72,116.00	$ 6.00	$ 78,672.00	$ 10.39	$ 136,233.68				$ -
12	Full Width Slurry Seal	42,614	SF	$ 0.80	$ 34,091.20	$ 0.50	$ 21,082.00	$ 0.45	$ 19,176.30				$ -
13	Traffic Control	1	LS	$ 4,500.00	$ 4,500.00	$ 25,000.00	$ 25,000.00	$ 25,005.42	$ 25,005.42				$ -
14	Site Cleanup	1	LS	$ 5,000.00	$ 5,000.00	$ 10,000.00	$ 10,000.00	$ 18,892.09	$ 18,892.09				$ -
15	Temporary Water Service to Existing Connections	1	LS	$ 6,000.00	$ 6,000.00	$ 25,000.00	$ 25,000.00	$ 31,249.99	$ 31,249.99				$ -
16	Export of Unsuitable Backfill Material w/ import of backfill material	800	CY	$ 40.00	$ 32,000.00	$ 10.00	$ 8,000.00	$ 26.77	$ 21,416.00				$ -
17	Allowance for Differing Site Conditions	1	LS	$ 30,000.00	$ 30,000.00	$ 30,000.00	$ 30,000.00	$ 30,000.00	$ 30,000.00				$ -
					$ -		$ -		$ -				$ -
					$ -		$ -		$ -		$ -		$ -
	Total Bid Schedule				**$ 403,367.20**		**$ 444,444.00**		**$ 477,228.47**		**$ -**		**$ -**

City Council Staff Report

Subject: FY 2015 Amended Budget
Author: Jed Briggs, Kent Cashel, Clint McAffee, Blake Fonnesbeck, Jon Weidenhamer
Department: Budget, Debt, & Grants
Date: July 10, 2014
Type of Item: Legislative

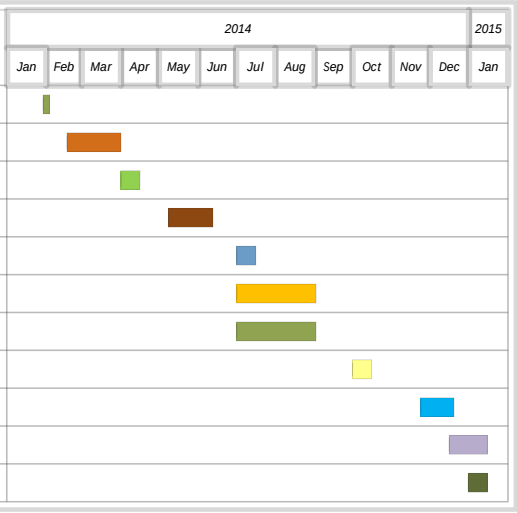
Summary Recommendations:
Hold a public hearing on the amendment of the FY15 Budget. Adopt the FY 2015 Adjusted Budget resolution.

Topic/Description:
FY 2015 Adjusted Budget; Recommendations for revisions to the Policies and Objectives in the Budget Document.

Background:
The City usually begins the budget process in January/February with the City Council identifying objectives for the next year during the Council Retreat. This year Council reaffirmed their goals, priorities, and desired outcomes. Council also reviewed the Budgeting for Outcomes (BFO) Program scoring criteria and weights and the 10-year revenue and expenditure projections (FIAR presentation), which showed the possibility of expenditures outpacing revenues in the future.

The high-level timeline for the strategic planning and budget process was provided to City Council during their annual retreat and is as follows:

ID	Task Name	Start/Ongoing	Finish	Duration
1	Council Retreat	1/30/2014	2/3/2014	3d
2	Results Team deliberation	2/17/2014	3/31/2014	31d
3	Quarterly Goal Update (Q3.FY14)	4/1/2014	4/15/2014	11d
4	Council Budget Hearings	5/8/2014	6/12/2014	26d
5	Quarterly Goal Update (Q4.FY14)	7/1/2014	7/15/2014	11d
6	Business Plan FY14 Update	7/1/2014	9/1/2014	45d
7	Biennial Plan FY15 & 16 Revision	7/1/2014	9/1/2014	45d
8	Quarterly Goal Update (Q1.FY15)	10/1/2014	10/15/2014	11d
9	BFO Departmental Submission	11/24/2014	12/19/2014	20d
10	Biennial Plan FY15-16 Off-year Update	12/16/2014	1/15/2015	23d
11	Quarterly Goal Update (Q2.FY15)	1/1/2015	1/15/2015	11d



The timelines and process for the budget hearings is detailed below:

April 17 –Staff previewed some high-level major operating budget items:, Affordable Care Act (ACA)—Employer Shared Responsibility Provisions, Pay Plan, Health Insurance, Utah Retirement Systems (URS), Blue Ribbon Commission Pay Recommendation, and 4.5% increase in the General Fund.

May 5 - Staff delivered the City Manager's Recommended Budget (Tentative or Proposed Budget) to City Council. Public hearings are currently scheduled for May 15, 29, June 5, and 12. Discussion/action is slated for these dates as follows, barring changes as needed.

May 8 – Staff presented the Tentative Budget, Budget Overview & Timeline, Update of Financial Impact Assessment Report (FIAR), and Benefits (pay plan, URS-Retirement, Health Insurance).

May 15 – Staff presented the Special Service Contract recommendation and CIP Budget. Council directed Staff to return with PC Solar Array carbon impact information.

On May 29 staff presented Council with the recommended changes for the FY 14 Budget. Members of the Results Team presented on significant budget changes for each of the four Council Goals. Staff presented Fee Schedule changes. Council requested information on Cost Recovery for the opening and closing of graves at the cemetery. A clarification was also requested on how close the MARC and golf course are to capacity as well as clarification on how this influences the rates set by these facilities. A comparison between the PC golf course's rates and the rates at other courses was also requested. Council adopted the Tentative or City Manager recommended budget for FY14 and FY15.

June 5 – Staff presented the City Fee Resolution, Council Compensation, Historic Preservation Grants, Outstanding Budget Issues and CEMP update. Council adopted the City Fee Resolution, Council Compensation Resolution, and the CEMP Resolution.

June 12 – Presentation & Adoption of Final Budget (if no property tax increase), Adoption of Provisional Budget (if property tax will be increased).

July 10 – Amend the FY 2015 budget due to Public Works Reorganization. Adopt resolution for revised FY 2015 budget.

Analysis:

<u>Amendment of the FY15 Budget</u>
Attached to this staff report is a resolution adopting a Revised Budget for FY 2015 and for Park City Municipal Corporation. Council should hold a public hearing for this amendment on July 10.

Changes to the FY 15 Adjusted Budget

Over the past few months, there has been an increasing focus by the community and the Mayor and Council on the importance that an effective transportation system will play in maintaining our community's core values (Small Town, Sense of Community, Natural Setting, and Historic Character). This heightened focus is being driven by a rebounding economy, re-energized development activity, traffic growth, the Mountain Accord, One Wasatch and many, many more factors.

In response to the above demands, staff recommends a realignment of duties for several Public Works staff now. The decision to implement this plan was made after the Final Budget was adopted on June 12, thus staff recommends reopening the FY 2015 budget since the changes are material.

Transportation Planning: Staff recommends that the Transit and Transportation Manager assume full-time duties as the City's Transportation Planning Director. This position will step away from the current responsibility for Transit, Fleet, and Parking while maintaining transportation planning and agency coordination responsibilities. The Senior Transportation Planner will also join the Transportation Planning Director in psychical a move from the Public Works Facility to a remodeled space on the 3rd floor of the Marsac building—it's expected the renovation will take place later this summer. This move will place these two employees in direct proximity to Executive, Planning, Economic Development, Sustainability, Engineering, and Budget departments.

While the Transportation Planning Director will take lead responsibility for the City's transportation planning efforts, the success of those efforts will require new levels of coordination with each of the departments mentioned above, as well as the community, Mayor, City Council and other intergovernmental partners. The additional focus on developing comprehensive short and long range transportation plans, as well as implementation of programs to address traffic and parking issues will provide the backdrop for better managing and planning for the growing and varied transportation needs of the future.

In order to facilitate this change, staff recommends creating a new department in the Transit and Transportation Fund in order to divide out the duties and responsibilities between Transit and Transportation Planning. The Transportation Planning Director and Senior Transportation Planner would be paid out of this new department. Budget from the existing Transit operating budget ($125k) will be siphoned off into this new department—this is a zero-sum budget change.

Public Works: Staff recommends that the Public Works Operations Manager (E10) assume a new role as the Public Works Director (E11). This position will leave responsibility for the Streets and Streetscapes division and pick-up the operational responsibility for Transit, Fleet and Parking. While the position is moving up a grade, the new position will be paid 25% out of the General Fund and 75% out of Transit. Also, the current Public Works Analyst I position will be paid 25% out of the General Fund and 75% out of the Transit Fund. Transit Administration Supervisor, Parking and Fleet

Supervisor, Parks and Golf Maintenance Supervisor, and Building Maintenance Supervisor will assume enhanced roles in their current positions.

Water: The Water Manager will assume responsibility for Streets and Streetscapes in his new role as Water and Streets Director. This new position will now be paid 20% out of the General Fund and 80% out of the Water Fund. The Business Resource Supervisor, Streets and Streetscapes Supervisor, Water Billing Coordinator, Water Distribution Manager, and Water Engineer will assume enhanced roles in their current positions.

> *Analyst II (N8)*
> *This is a new position ($72,217), which will provide shared support to Water and Streets functions. The main duties include providing back up for the existing Water Billing Coordinator position and assisting Streets and Water with administrative functions such as procurement, analytical work, and administrative duties. It will be paid 20% out of the General Fund and 80% out of the Water Fund*.
>
> *Public Improvements Engineer (E7)*
> *This is a re-class of the existing Public Works Inspector position ($114,482). The main duties include providing direct support for the Water and Streets Departments, such as asset management, CIP project management, and water modeling. The Water and Streets Departments both have a large asset management work load in order to keep existing infrastructure and level of service maintained. In addition, the Water Department has a significant CIP program that includes capacity and water quality projects.*

The overall net increase of these operational changes is $98,536 to the operating budget. The Transit and Transportation Fund will take the largest increase, adding $173k to their operating budgets. The Water Fund is also adding $41k to their operating budget, while the General Fund actually saves $115k.

Library Changes: Due to some vacancies in the Library Department as well as the Park City Library Education Center remodel, staff is recommending some zero-sum changes to personnel to better reflect current needs. Since the FY15 Budget was going to be amended, staff thought it was a good idea to make these changes now. The IT Coordinator I, Circulation Team Leader (Operations), and the Cataloguing Librarian have been removed from the Library department, while a new Senior Librarian, a new Librarian, and three new Library Assistants have been added to the Library Department. This results in a $2,700 decrease in budget.

<u>Changes to the Economic Development Grant Policy</u>
The Economic Development Grant Policy (adopted June 2006) has established criteria for the award of up to $20,000 annually to “attract and promote new organizations that will fulfill key priority goals of the City’s current Economic Development Plan.” Funding is available for relocation and new business start-up costs. Unspent yearly fund balances

are not carried forward to future years – meaning if the complete budget is spent early in the year, it would preclude further award until the next fiscal year.

The City does not advertise or otherwise market the availability of these funds. Different than the annual budget review or special service awards, ED grant applications may be filed and awarded at any point during the fiscal year if funding is still available.

The City Council struggled with some of the specificity in the criteria of the Policy when awarding the last two grants and provided direction to staff to update the criteria. Staff proposes an update to the Grant Program with the goal of giving additional flexibility, but maintaining evaluations based on the new General Plan Goals and Council's Values, as articulated through the City's biennial strategic plans. The idea would be to apply the Desired Outcomes from each of the four Council goals in the Strategic Plans as well as the General Plan Goals as an evaluative framework supplemental to the updated formal criteria found below. Staff is also recommending expanding the categories available for grants to include, "Business Expansion Assistance" in addition to Relocation and Start-up assistance.

A Redlined version of the criteria is below, and a comprehensive redline of the entire Grant application document is attached as Exhibit D.

ECONOMIC DEVELOPMENT GRANT POLICY (~~adopted June 15, 2006~~proposed 7.10.14)

Annually, the City will allocate $20,000 to be used towards retaining and growing existing businesses and attracting and promoting new organizations that will fulfill key priority goals of the City's Biennial Strategic Plans and General Plan~~current Economic Development Plan~~. Funding will be available for relocation and/or expansion of current businesses, and new business start-up costs only.

ED Grant Distribution Criteria: Applications~~Organizations~~ will be evaluated on~~must meet~~ the following criteria in order to be eligible for an ED Grant:

Criteria #1 – The organization must demonstrate a sound business plan that strongly supports prioritized Goals of the current City Economic Development Plan.

~~**Criteria #2** – The organization must be unique and innovative; with a forecasted ability to generate overnight visitors who would spend dollars within the City's resort offerings.~~

Criteria #~~3~~2 – ~~The organization must be new to Park City or represent a distinctly new enterprise supportive of the current priority Goals of the City's Economic Development Plan.~~ Organizations must commit to and demonstrate the ability to do business in the City limits no less than three years. Funding cannot be used for 1-time events.

Criteria #~~4~~3 – The organization must produce items or provide services that are consistent with the ~~economic~~ Economic ~~element~~ Development Work Plan and be consistent with~~of~~ the City's General Plan~~;~~ and enhance~~s~~ the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City. The organization must demonstrate there is more identifiable benefits than detriment when weighed against the balanced goals of the General Plan through the attached score sheet as well as identify areas where the proposal is consistent or inconsistent with the City's biennial strategic plans.

Criteria #~~4~~6 – Fiscal Stability and Other Financial Support: The organization must have the following: (1) A clear description of how public funds will be used and accounted for; (2) Other funding sources that can be used to leverage resources; (3) A sound financial plan that demonstrates managerial and fiscal competence.

Criteria #5 – Can forecast ~~and demonstrate~~ at the time of application an ability to achieve direct or indirect economic/tax~~able~~ benefits equal to or ~~the City~~ greater than ~~twice~~ the City's contribution.

Criteria #6 – The organization should show a positive contribution to diversifying the local economy by increasing year-round business opportunities, creating new jobs, and increasing the local tax base.

ED Grant Categories: ED Grants will be placed in three~~wo~~ potential categories:

(1) Business Relocation Assistance – This category of grants will be available for assisting an organization with relocation and new office set-up costs. Expenses that could be covered through an ED Grant include but are not limited to moving costs, leased space costs, and fixtures/furnishings/ and equipment related to setting up office space within the City limits.

(2) New Business Start-up Assistance - This category of grants will be available for assisting a new organization or business with new office set-up costs. Expenses that could be covered through an ED Grant include but are not limited to leased office space costs and fixtures/furnishings/ and equipment related to setting up office space within the City limits.

(3) Business Expansion Assistance - This category of grants will be available for assisting an organization or business with expansion costs. These expansions should increase square footage, increase year-round jobs in city limits and/or increase tax revenue; or demonstrate a venture into an area considered a diversification of our economic base.

The Grant Criteria are included in the Budget Document and therefore can be updated administratively by Council without adoption of a formal resolution. Staff has had the criteria in draft form for months and was prepared to bring updates to Council concurrently with a business recruitment and retention update that was ultimately delayed. Since we were amending the Budget document, this is an opportunity to formally recognize changes.

Grant Criteria & Application Process

Staff recommends updating the Economic Development Grant Policy to more closely align the vetting process with Council goals and priorities by using criteria from the City's Biennial Strategic Plan and General Plan. The former criteria did not provide the flexibility that previous City Councils were looking for when considering previous grant applications. Staff believes the proposed changes will allow Council to balance their economic development priorities within other stated community goals.

These are the three areas the new application process would require a response to (Exhibit A):

1. Updated Grant criteria
2. General Plan score sheet
3. Biennial Plan Desired Outcomes

Alternatives:

A. Approve:

1. Staff recommends that Council hold a public hearing regarding the FY 2015 Revised Budget by resolution.
2. The recommendations and revisions to the Policies and Objectives of the Budget Document will go into effect July 10 upon Council approval.

B. Deny:

Budget amendment changes will not become operational and will revert to the FY15 original budget adoption, which would result in a lower level of service for

comprehensive transportation planning. The recommendations and revisions for the Policies and Objectives of the Budget Document will not go into effect and will result in retaining the current Economic Development grant program as is.

C. Modify:

Council may direct that changes be made to the FY15 budget and adopt the budget resolution with changes as noted. Council could also give staff direction to modify Policies and Objectives.

D. Continue the Item:

This has the same effect as Alternative B.

E. Do Nothing:

This also has the same effect as Alternative B.

Significant Impacts:

This would satisfy the requirements of state statute to hold a public hearing on amendments to the FY15 budget. If Policies and Objectives are not adopted, the recommendations and revisions will not go into effect and will result in retaining the current Economic Development grant program as is.

Consequences of not taking the recommended action:

If Council decides to forgo a public adoption of the budget at this time, budget amendment changes will not become operational and will revert to the FY15 original budget adoption, which would result in a lower level of service for transportation planning. The recommendations and revisions will not go into effect and will result in retaining the current Economic Development grant program as is.

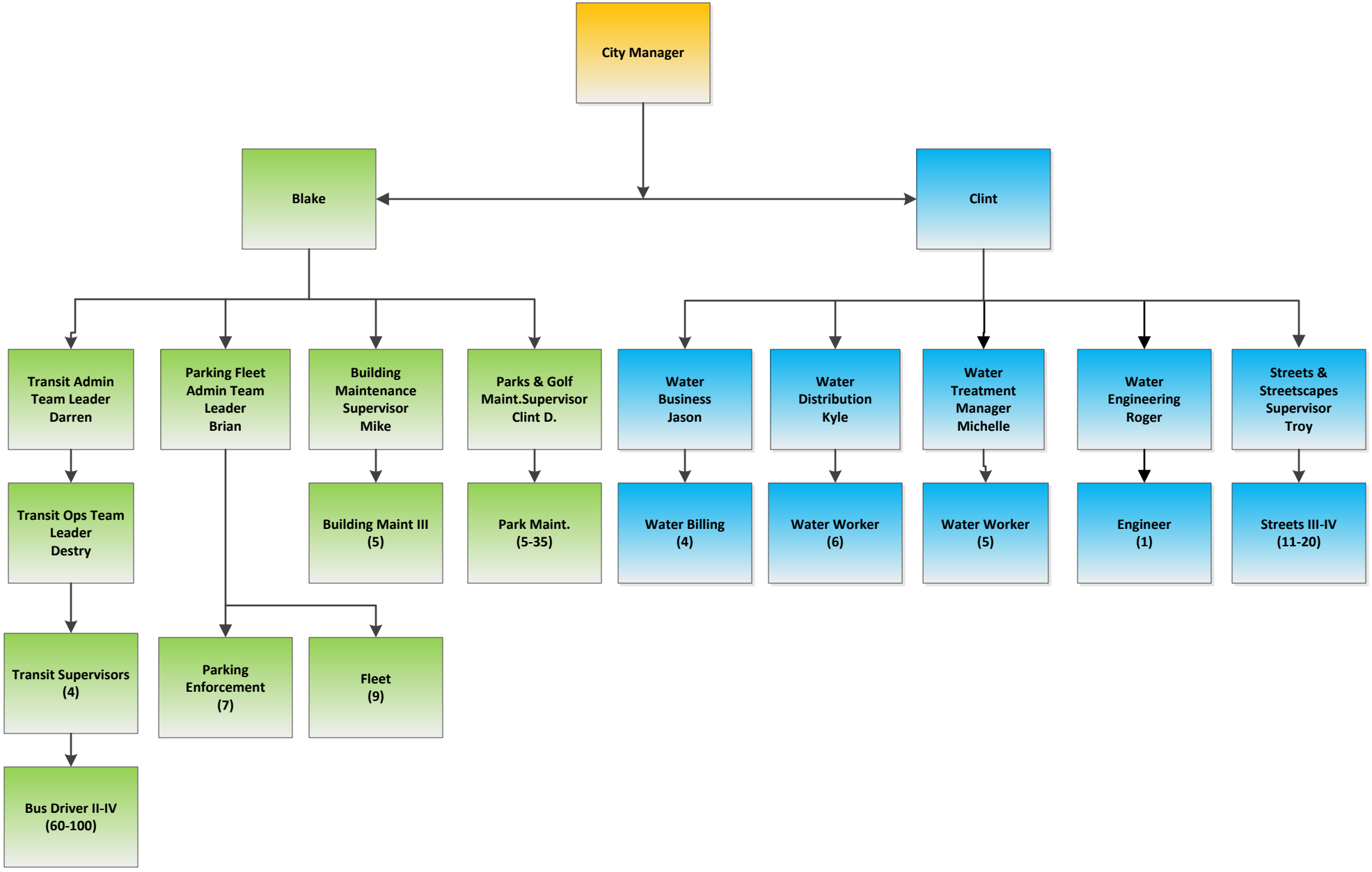
Recommendation:

Hold a public hearing on the amendment of the FY15 Budget. Adopt the FY 2015 Adjusted Budget by resolution. Approve recommendations and revisions to the Policies and Objectives of the Budget Document for Park City Municipal Corporation.

Attachments:

A – Public Works Realignment Organization Chart
B – Budget Summaries
C – Resolution Adopting Amended Budget for Park City Municipal Corporation
D – Economic Development Grant Policy (red-line version) from Budget Document Policies & Objectives

Public Works Realignment



Expenditure Summary by Fund and Major Object (FY 2014 Adjusted Budget)

Description	Personnel FY 2014	Mat, Supplies, Services FY 2014	Capital FY 2014	Debt Service FY 2014	Contingency FY 2014	Sub - Total FY 2014	Interfund Transfer FY 2014	Ending Balance FY 2014	Total FY 2014
Park City Municipal Corporation									
011 GENERAL FUND	$16,940,974	$5,957,982	$394,742	$0	$221,000	$23,514,698	$2,143,024	$9,906,951	$35,564,673
012 QUINNS RECREATION COMPLEX	$670,447	$466,190	$8,000	$0	$0	$1,144,637	$100	$-3,340,775	$-2,196,038
021 POLICE SPECIAL REVENUE FUND	$0	$0	$29,144	$0	$0	$29,144	$0	$0	$29,144
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	$0	$0	$17,258	$0	$0	$17,258	$0	$10,678	$27,936
031 CAPITAL IMPROVEMENT FUND	$0	$0	$51,215,539	$0	$0	$51,215,539	$134,366	$2,554,602	$53,904,507
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$2,274,591	$0	$0	$2,274,591	$0	$359,663	$2,634,254
051 WATER FUND	$2,184,188	$2,818,331	$14,809,059	$4,368,151	$100,000	$24,279,729	$752,846	$6,402,249	$31,434,824
055 GOLF COURSE FUND	$729,396	$453,642	$85,385	$36,080	$0	$1,304,503	$121,931	$926,234	$2,352,668
057 TRANSPORTATION & PARKING FUND	$5,377,559	$894,291	$12,965,747	$0	$0	$19,237,597	$2,340,185	$6,803,514	$28,381,296
062 FLEET SERVICES FUND	$663,050	$1,937,240	$10,000	$0	$0	$2,610,290	$0	$840,004	$3,450,294
064 SELF INSURANCE FUND	$0	$888,300	$0	$0	$0	$888,300	$0	$1,089,514	$1,977,814
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$1,563,113	$0	$1,563,113	$0	$1,159,267	$2,722,380
071 DEBT SERVICE FUND	$0	$123,931	$0	$7,132,833	$0	$7,256,764	$7,164,160	$400,651	$14,821,575
Total Park City Municipal Corporation	**$26,565,613**	**$13,539,907**	**$81,809,465**	**$13,100,177**	**$321,000**	**$135,336,162**	**$12,656,612**	**$27,112,552**	**$175,105,327**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0	$0	$0	$0
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$580,000	$9,789,914	$0	$0	$10,369,914	$351,176	$1,374,200	$12,095,290
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$405,000	$223,301	$0	$0	$628,301	$921,349	$944,306	$2,493,956
Total Park City Redevelopment Agency	**$0**	**$985,000**	**$10,013,215**	**$0**	**$0**	**$10,998,215**	**$1,272,525**	**$2,318,506**	**$14,589,246**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$68,000	$0	$0	$68,000	$0	$458,457	$526,457
Total Municipal Building Authority	**$0**	**$0**	**$68,000**	**$0**	**$0**	**$68,000**	**$0**	**$458,457**	**$526,457**
TOTAL	**$26,565,614**	**$14,524,907**	**$91,890,680**	**$13,100,177**	**$321,000**	**$146,402,378**	**$13,929,137**	**$29,889,515**	**$190,221,029**

Expenditure Summary by Fund and Major Object (FY 2015 Budget)

Description	Personnel FY 2015	Mat, Supplies, Services FY 2015	Capital FY 2015	Debt Service FY 2015	Contingency FY 2015	Sub - Total FY 2015	Interfund Transfer FY 2015	Ending Balance FY 2015	Total FY 2015
Park City Municipal Corporation									
011 GENERAL FUND	$17,394,028	$6,064,977	$373,511	$0	$246,000	$24,078,516	$2,231,921	$10,192,694	$36,503,131
012 QUINNS RECREATION COMPLEX	$721,371	$368,843	$6,000	$0	$0	$1,096,214	$1,200	$-3,720,689	$-2,623,275
021 POLICE SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0	$0	$0	$0
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	$0	$0	$0	$0	$0	$0	$0	$10,678	$10,678
031 CAPITAL IMPROVEMENT FUND	$0	$0	$12,714,410	$0	$0	$12,714,410	$134,366	$2,825,982	$15,674,758
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$940,000	$0	$0	$940,000	$0	$344,663	$1,284,663
051 WATER FUND	$2,292,418	$3,180,342	$8,016,278	$4,373,851	$100,000	$17,962,889	$809,898	$9,409,640	$28,182,427
055 GOLF COURSE FUND	$731,650	$498,529	$54,565	$36,081	$0	$1,320,825	$127,458	$978,651	$2,426,934
057 TRANSPORTATION & PARKING FUND	$5,793,227	$887,871	$2,750,946	$0	$0	$9,432,044	$2,425,332	$6,735,754	$18,593,130
062 FLEET SERVICES FUND	$815,542	$1,937,240	$10,000	$0	$0	$2,762,782	$0	$658,022	$3,420,804
064 SELF INSURANCE FUND	$0	$921,300	$0	$0	$0	$921,300	$0	$835,441	$1,756,741
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$1,569,613	$0	$1,569,613	$0	$1,151,205	$2,720,818
071 DEBT SERVICE FUND	$0	$0	$0	$4,832,513	$0	$4,832,513	$0	$389,005	$5,221,518
Total Park City Municipal Corporation	**$27,748,236**	**$13,859,102**	**$24,865,710**	**$10,812,058**	**$346,000**	**$77,631,106**	**$5,730,175**	**$29,811,046**	**$113,172,327**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$22,212	$50,300	$0	$0	$0	$72,512	$2,090,000	$29,488	$2,192,000
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$580,000	$11,030,000	$0	$0	$11,610,000	$326,938	$3,277,262	$15,214,200
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$405,000	$0	$0	$0	$405,000	$950,000	$840,306	$2,195,306
Total Park City Redevelopment Agency	**$22,212**	**$1,035,300**	**$11,030,000**	**$0**	**$0**	**$12,087,512**	**$3,366,938**	**$4,147,056**	**$19,601,506**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$0	$0	$0	$0	$0	$461,457	$461,457
Total Municipal Building Authority	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$461,457**	**$461,457**
TOTAL	**$27,770,448**	**$14,894,402**	**$35,895,710**	**$10,812,058**	**$346,000**	**$89,718,619**	**$9,097,113**	**$34,419,559**	**$133,235,291**

Expenditure Summary by Fund and Major Object (FY 2016 Budget)

Description	Personnel FY 2016	Mat, Supplies, Services FY 2016	Capital FY 2016	Debt Service FY 2016	Contingency FY 2016	Sub - Total FY 2016	Interfund Transfer FY 2016	Ending Balance FY 2016	Total FY 2016
Park City Municipal Corporation									
011 GENERAL FUND	$18,099,252	$6,053,291	$370,864	$0	$271,000	$24,794,407	$2,306,171	$11,405,587	$38,506,165
012 QUINNS RECREATION COMPLEX	$746,496	$378,843	$6,000	$0	$0	$1,131,339	$1,200	$-4,130,728	$-2,998,189
021 POLICE SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0	$0	$0	$0
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	$0	$0	$0	$0	$0	$0	$0	$10,678	$10,678
031 CAPITAL IMPROVEMENT FUND	$0	$0	$6,632,403	$0	$0	$6,632,403	$134,366	$2,174,032	$8,940,801
038 EQUIPMENT REPLACEMENT CIP	$0	$0	$1,011,000	$0	$0	$1,011,000	$0	$329,663	$1,340,663
051 WATER FUND	$2,375,187	$3,260,907	$7,174,269	$4,272,501	$100,000	$17,182,864	$809,898	$13,040,042	$31,032,804
055 GOLF COURSE FUND	$748,398	$498,529	$54,565	$27,060	$0	$1,328,552	$127,458	$1,068,587	$2,524,597
057 TRANSPORTATION & PARKING FUND	$6,034,738	$1,012,538	$957,443	$0	$0	$8,004,719	$2,425,332	$7,093,141	$17,523,192
062 FLEET SERVICES FUND	$847,402	$1,937,240	$10,000	$0	$0	$2,794,642	$0	$444,180	$3,238,822
064 SELF INSURANCE FUND	$0	$921,300	$0	$0	$0	$921,300	$0	$581,368	$1,502,668
070 SALES TAX REV BOND - DEBT SVS FUND	$0	$0	$0	$1,568,863	$0	$1,568,863	$0	$1,144,205	$2,713,068
071 DEBT SERVICE FUND	$0	$0	$0	$4,288,380	$0	$4,288,380	$0	$381,527	$4,669,907
Total Park City Municipal Corporation	**$28,851,473**	**$14,062,648**	**$16,216,544**	**$10,156,804**	**$371,000**	**$69,658,470**	**$5,804,425**	**$33,542,282**	**$109,005,177**
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$23,082	$50,300	$0	$0	$0	$73,382	$2,090,000	$58,106	$2,221,488
033 REDEVELOPMENT AGENCY-LOWER PRK	$0	$580,000	$2,255,000	$0	$0	$2,835,000	$324,000	$2,208,262	$5,367,262
034 REDEVELOPMENT AGENCY-MAIN ST	$0	$405,000	$0	$0	$0	$405,000	$950,000	$727,306	$2,082,306
Total Park City Redevelopment Agency	**$23,082**	**$1,035,300**	**$2,255,000**	**$0**	**$0**	**$3,313,382**	**$3,364,000**	**$2,993,674**	**$9,671,056**
Municipal Building Authority									
035 BUILDING AUTHORITY	$0	$0	$0	$0	$0	$0	$0	$461,457	$461,457
Total Municipal Building Authority	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$461,457**	**$461,457**
TOTAL	**$28,874,556**	**$15,097,948**	**$18,471,544**	**$10,156,804**	**$371,000**	**$72,971,852**	**$9,168,425**	**$36,997,413**	**$119,137,690**

All Funds Combined

Revenue	Actual FY 2011	Actual FY 2012	Actual FY 2013	Original FY 2014	Adjusted FY 2014	% Total FY 2014	Original FY 2015	% Total FY 2015	Original FY 2016	% Total FY 2016
RESOURCES										
Property Taxes	$17,043,800	$18,320,525	$18,191,179	$17,871,989	$18,734,714	14%	$18,277,987	14%	$18,111,919	15%
Sales Tax	$12,492,244	$13,366,791	$14,039,372	$17,198,451	$17,254,167	13%	$17,197,802	13%	$17,738,755	15%
Franchise Tax	$2,906,981	$2,816,071	$3,037,408	$3,136,000	$3,141,000	2%	$3,277,000	2%	$3,414,000	3%
Licenses	$1,284,053	$1,280,901	$1,343,027	$1,009,000	$1,337,000	1%	$1,363,215	1%	$1,372,699	1%
Planning Building & Engineering Fees	$1,464,715	$1,427,160	$1,932,448	$2,136,000	$3,439,000	2%	$3,011,000	2%	$3,015,000	3%
Other Fees	$17,707	$45,190	$40,293	$37,000	$47,000	0%	$42,000	0%	$43,000	0%
Federal Revenue	$5,818,357	$7,656,860	$1,287,283	$2,131,200	$4,514,200	2%	$3,310,000	2%	$2,060,000	2%
State Revenue	$452,018	$426,105	$668,747	$3,389,000	$3,383,597	3%	$372,000	0%	$372,000	0%
County/SP District Revenue	$138,214	$107,855	$790,534	$60,000	$348,000	0%	$60,000	0%	$60,000	0%
Water Charges for Services	$8,416,666	$9,915,490	$12,199,081	$11,862,500	$14,607,884	9%	$15,302,155	11%	$15,945,141	13%
Transit Charges for Services	$1,729,833	$1,918,588	$2,243,874	$2,090,000	$1,969,000	2%	$2,440,701	2%	$2,556,039	2%
Cemetery Charges for Services	$20,516	$19,196	$24,777	$22,000	$26,000	0%	$26,000	0%	$27,000	0%
Recreation	$1,916,305	$2,694,849	$3,020,781	$3,158,999	$3,071,000	2%	$3,234,850	2%	$3,344,596	3%
Ice	$583,221	$682,028	$648,177	$886,000	$700,000	1%	$707,500	1%	$712,500	1%
Other Service Revenue	$94,798	$79,857	$75,927	$101,000	$91,000	0%	$92,000	0%	$91,000	0%
Library Fines & Fees	$22,408	$19,661	$19,079	$22,000	$21,000	0%	$21,000	0%	$21,000	0%
Fines & Forfeitures	$708,529	$621,446	$757,842	$678,200	$749,200	1%	$679,200	1%	$679,200	1%
Misc. Revenues	$3,462,074	$3,891,592	$1,635,205	$4,455,746	$2,849,948	3%	$3,942,253	3%	$1,193,856	1%
Interfund Transactions (Admin)	$5,740,080	$5,138,802	$4,506,999	$4,893,717	$4,454,237	4%	$4,675,808	4%	$4,679,058	4%
Interfund Transactions (CIP/Debt)	$4,158,532	$4,038,841	$3,160,141	$2,310,741	$9,474,901	2%	$4,421,304	3%	$4,489,366	4%
Special Revenues & Resources	$750,993	$1,694,513	$720,067	$238,912	$430,500	0%	$392,000	0%	$392,000	0%
Bond Proceeds	$2,158,592	$244,982		$11,650,000	$29,393,543	9%	$20,500,000	15%	$4,400,000	4%
Beginning Balance	$85,779,494	$80,283,334	$71,208,563	$38,619,400	$70,184,139	30%	$29,889,515	22%	$34,419,559	29%
TOTAL	**$157,160,132**	**$156,690,637**	**$141,550,802**	**$127,957,855**	**$190,221,030**	**100%**	**$133,235,290**	**100%**	**$119,137,689**	**100%**

Change in Fund Balance

Fund	Actuals FY 2011	Actuals FY 2012	Actuals FY 2013	Adjusted FY 2014	Budget FY 2014	Increase (red) FY 2014	% Inc (red) FY 2014	Budget FY 2015	Increase (red) FY 2015	% Inc (red) FY 2015	Budget FY 2016	Increase (red) FY 2016
Park City Municipal Corporation												
011 GENERAL FUND	$6,320,932	$6,447,817	$8,367,681	$9,906,951	$7,126,464	$1,539,270	18%	$10,192,694	$285,743	3%	$11,405,587	$1,212,893
012 QUINNS RECREATION COMPLEX	$(2,187,227)	$(2,510,554)	$(2,919,038)	$-3,340,775	$(2,995,165)	$-421,737	14%	$(3,720,689)	$-379,914	11%	$(4,130,728)	$-410,039
021 POLICE SPECIAL REVENUE FUND	$27,082	$27,532	$28,644	$0	$0	$-28,644	-100%	$0	$0		$0	$0
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	$4,176	$8,985	$19,133	$10,678	$0	$-8,455	-44%	$10,678			$10,678	
031 CAPITAL IMPROVEMENT FUND	$26,823,812	$19,876,401	$18,771,186	$2,554,602	$3,247,959	$-16,216,584	-86%	$2,825,982	$271,380	11%	$2,174,032	$-651,950
038 EQUIPMENT REPLACEMENT CIP	$1,267,319	$1,244,133	$1,586,254	$359,663	$208,076	$-1,226,591	-77%	$344,663	$-15,000	-4%	$329,663	$-15,000
051 WATER FUND	$6,663,470	$11,863,021	$9,860,717	$6,402,249	$4,375,265	$-3,458,468	-35%	$9,409,640	$3,007,391	47%	$13,040,042	$3,630,402
055 GOLF COURSE FUND	$1,165,727	$850,677	$927,168	$926,234	$714,443	$-934	0%	$978,651	$52,417	6%	$1,068,587	$89,936
057 TRANSPORTATION & PARKING FUND	$13,703,979	$17,656,077	$18,038,096	$6,803,514	$7,873,331	$-11,234,582	-62%	$6,735,754	$-67,760	-1%	$7,093,141	$357,387
062 FLEET SERVICES FUND	$409,894	$521,502	$874,294	$840,004	$510,626	$-34,290	-4%	$658,022	$-181,982	-22%	$444,180	$-213,842
064 SELF INSURANCE FUND	$1,867,103	$1,848,254	$1,423,816	$1,089,514	$879,652	$-334,302	-23%	$835,441	$-254,073	-23%	$581,368	$-254,073
070 SALES TAX REV BOND - DEBT SVS FUND	$1,881,265	$1,958,852	$1,160,392	$1,159,267	$1,159,602	$-1,125	0%	$1,151,205	$-8,062	-1%	$1,144,205	$-7,000
071 DEBT SERVICE FUND	$408,246	$412,312	$407,093	$400,651	$358,544	$-6,442	-2%	$389,005	$-11,646	-3%	$381,527	$-7,478
Total Park City Municipal Corporation	**$58,355,778**	**$60,205,009**	**$58,545,436**	**$27,112,552**	**$23,458,797**	**$-31,432,884**	**-402%**	**$29,811,046**	**$2,698,494**	**24%**	**$33,542,282**	**$3,731,236**
Park City Redevelopment Agency												
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	$0	$0	$0	$0	$0	$0		$29,488	$29,488		$58,106	$28,618
033 REDEVELOPMENT AGENCY-LOWER PRK	$7,823,811	$9,084,417	$9,877,290	$1,374,200	$631,085	$-8,503,090	-86%	$3,277,262	$1,903,062	138%	$2,208,262	$-1,069,000
034 REDEVELOPMENT AGENCY-MAIN ST	$1,679,751	$1,397,569	$1,237,956	$944,306	$837,043	$-293,650	-24%	$840,306	$-104,000	-11%	$727,306	$-113,000
Total Park City Redevelopment Agency	**$9,503,562**	**$10,481,986**	**$11,115,246**	**$2,318,506**	**$1,468,128**	**$-8,796,740**	**-110%**	**$4,147,056**	**$1,828,550**	**127%**	**$2,993,674**	**$-1,153,382**
Municipal Building Authority												
035 BUILDING AUTHORITY	$518,071	$521,568	$523,457	$458,457	$278,087	$-65,000	-12%	$461,457	$3,000	1%	$461,457	
Total Municipal Building Authority	**$518,071**	**$521,568**	**$523,457**	**$458,457**	**$278,087**	**$-65,000**	**-12%**	**$461,457**	**$3,000**	**1%**	**$461,457**	

Resolution No.

RESOLUTION AMENDING THE FISCAL YEAR 2015 OPERATING BUDGET

WHEREAS, Utah State law requires that city budgets be adopted by resolution; and

WHEREAS, a public hearing was held on May 15, May 29, June 5, June 12, and July10, 2014 at the City Council's regularly scheduled meetings, complying with state law; and

NOW, THEREFORE, BE IT RESOLVED by the Park City Council that:

SECTION 1. FY 2015 BUDGET AMENDED. The FY 2015 for Park City Municipal Corporation and its related agencies is hereby amended to reflect the budget as outlined in the Final budget adopted on June 12, 2014 and with changes as summarized in the Attachments to this ordinance.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect July 10, 2014 for the FY 2015 budget.

PASSED AND ADOPTED this 10th day of July, 2014.

PARK CITY MUNICIPAL CORPORATION

_____
Mayor Jack Thomas

Attest:

_____
Marci Heil, City Recorder

Approved as to form:

_____
Mark D. Harrington, City Attorney

ECONOMIC DEVELOPMENT GRANT POLICY (~~adopted June 15, 2006~~proposed 7.10.14)

Annually, the City will allocate $20,000 to be used towards retaining and growing existing businesses and attracting and promoting new organizations that will fulfill key priority goals of the City's Biennial Strategic Plans and General Plan~~current Economic Development Plan~~. Funding will be available for relocation and/or expansion of current businesses, and new business start-up costs only.

ED Grant Distribution Criteria: Applications~~Organizations~~ will be evaluated on~~must meet~~ the following criteria in order to be eligible for an ED Grant:

Criteria #1 – The organization must demonstrate a sound business plan that strongly supports prioritized Goals of the current City Economic Development Plan.

~~**Criteria #2** – The organization must be unique and innovative; with a forecasted ability to generate overnight visitors who would spend dollars within the City's resort offerings.~~

Criteria #~~3~~ 2 – ~~The organization must be new to Park City or represent a distinctly new enterprise supportive of the current priority Goals of the City's Economic Development Plan.~~ Organizations must commit to and demonstrate the ability to do business in the City limits no less than three years. Funding cannot be used for 1-time events.

Criteria #~~4~~ 3 – The organization must produce items or provide services that are consistent with the ~~economic~~ Economic ~~element~~ Development Work Plan and be consistent with~~of~~ the City's General Plan~~;~~ and enhance~~s~~ the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City. The organization must demonstrate there is more identifiable benefits than detriment when weighed against the balanced goals of the General Plan through the attached score sheet as well as identify areas where the proposal is consistent or inconsistent with the City's biennial strategic plans.

Criteria #4~~6~~ – Fiscal Stability and Other Financial Support: The organization must have the following: (1) A clear description of how public funds will be used and accounted for; (2) Other funding sources that can be used to leverage resources; (3) A sound financial plan that demonstrates managerial and fiscal competence.

Criteria #5 – Can forecast ~~and demonstrate~~ at the time of application an ability to achieve direct or indirect economic/tax~~able~~ benefits equal to or ~~the City~~ greater than ~~twice~~ the City's contribution.

Criteria #6 – The organization should show a positive contribution to diversifying the local economy by increasing year-round business opportunities, creating new jobs, and increasing the local tax base.

The City's Economic Development Program Committee will review all applications and submit a recommendation to City Council, who will have final authority in judging whether an applicant meets these criteria.

Economic Development Grant Fund Appropriations: The City currently allocates economic development funds through the operating budget of the ~~Economic Development & Capital Projects~~Non-Departmental ~~department~~ section of the budget. Of these funds, no more than $20,000 per annum will be available for ED Grants.

Unspent fund balances at the end of a year will not be carried forward to future years.

ED Grant Categories: ED Grants will be placed in three~~wo~~ potential categories:

(1)Business Relocation Assistance – This category of grants will be available for assisting an organization with relocation and new office set-up costs. Expenses that could be covered through an ED Grant include but are not limited to moving costs, leased space costs, and fixtures/furnishings/ and equipment related to setting up office space within the City limits.

(2)New Business Start-up Assistance - This category of grants will be available for assisting a new organization or business with new office set-up costs. Expenses that could be covered through an ED Grant include but are not limited to leased office space costs and fixtures/furnishings/ and equipment related to setting up office space within the City limits.

(3)Business Expansion Assistance - This category of grants will be available for assisting an organization or business with expansion costs. These expansions should increase square footage, increase year-round jobs in city limits and/or increase tax revenue; or demonstrate a venture into an area considered a diversification of our economic base~~.~~

Application Process: Application forms may be downloaded from the City's www.parkcity.org website or available for pick-up within the Economic Development Office of City Hall. Funds are available throughout the City's fiscal year on a budget available basis.

Award Process: The disbursement of the ED Grants shall be administered pursuant to applications and criteria established by the Economic Development Department, and awarded by the City Council consistent with this policy and upon the determination that the appropriation is necessary and appropriate to accomplish the economic goals of the City.

ED Grants funds will be appropriated through processes separate from the biennial Special Service Contract and ongoing Rent Contribution and Historic Preservation process.

The Economic Development Program Committee will review all applications and forward a recommendation to City Council for authorization. All potential awards of grants will be publicly noticed 14 days ahead of a City Council action.

Nothing in this policy shall create a binding contract or obligation of the City. Individual ED Grant Contracts may vary from contract to contract at the discretion of the City Council. Any award of a contract is valid only for the term specified therein and shall not constitute a promise of future award. The City reserves the right to reject any and all proposals, and to waive any technical deficiency at its sole discretion. Members of the City Council, the Economic Development Program Committee, and any advisory board, Task Force or special committee with the

power to make recommendations regarding ED Contracts are ineligible to apply for such Contracts. City Departments are also ineligible to apply for ED Contracts. All submittals shall be public records in accordance with government records regulations ("GRAMA") unless otherwise designated by the applicant pursuant to UCA Section 63-2-308, as amended.

General Plan Goals Scoresheet

Small Town

Goal 1: Park City will protect undeveloped lands, discourage sprawl, and direct growth inward to strengthen existing neighborhoods

Objectives:

1A: Direct complimentary land use and development into existing neighborhoods that have available infrastructure and resource capacity.

1B: Each neighborhood should have a well-defined edge, such as open space or a naturally landscaped buffer zone, permanently protected from development, with the exception of the transition areas where two adjacent neighborhoods merge along an established transportation path.

1C: Primary residential neighborhoods should encourage opportunities to enhance livability with access to daily needs, including: a mini market, a neighborhood park, trails, community gardens, walkability, bus access, home business, minor office space, and other uses that are programmed to meet the needs of residents within the neighborhood and complement the existing context of the built environment.

1D: Increase neighborhood opportunities for local food production within and around City limits. Sustainable agriculture practices should be considered within appropriate areas.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 2: Park City will emphasize and preserve our sense of place while collaborating with the Wasatch Back and Salt Lake County regions through regional land use and transportation planning.

Objectives:

2A: A regional land-use planning structure should be integrated within a larger transportation network built around transit.

2B: Regions should be bounded by and provide a continuous system of greenbelt/wildlife corridors to be determined by natural conditions.

2C: Regional institutions and services (e.g. government, stadiums, museums, etc.) should be located within existing development nodes.

2D: Materials and methods of construction should be specific to the region, exhibiting a continuity of history and culture and compatibility with the local character and community identity.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 3: Park City will encourage alternative modes of transportation on a regional and local scale to maintain our small town character.

Objectives:

3A: Streets, pedestrian paths and bike paths should contribute to a system of fully connected and interesting routes to all destinations. Their design should encourage pedestrian and bicycle use by being small and spatially defined by buildings, trees, signs, and lighting; and by discouraging high-speed traffic.

3B: Prioritize efficient public transportation over widening of roads to maintain the *Small Town* experience of narrow roads, modest traffic, and Complete Streets.

3C: Public transportation routes should be designed to increase efficiency of passenger trips and capture increased ridership of visitors and locals.

Impacts Goal:		
Positively	Negatively	neutral/unsure

NATURAL SETTING

Goal 4: Open Space: Conserve a connected, healthy network of open space for continued access to and respect for the *Natural Setting.*

Objectives:

4A: Protect natural areas critical to biodiversity and healthy ecological function.

4B: Buffer entry corridors from development and protect mountain vistas to enhance the natural setting, quality of life, and visitor experience.

4C: Prevent fragmentation of open space to support ecosystem health, wildlife corridors, and recreation opportunities.

4D: Minimize further land disturbance and conversion of remaining undisturbed land areas to development to minimize the effects on neighborhoods.

4E: Collaborate with neighborhoods to create small parks or passive open space areas.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 5: Environmental Mitigation: Park City will be a leader in energy efficiency and conservation of natural resources reducing greenhouse gas emissions by at least fifteen percent (15%) below 2005 levels in 2020.

5A: Encourage development practices that decrease per capita carbon output, decrease vehicle miles traveled, increase carbon sequestration, protect significant existing vegetation and contribute to the community emission reduction goal.

5B: Encourage efficient infrastructure to include water conservation, energy conservation, renewable resource technology, decreased waste production, green public transit, and increased road and pathway connectivity.

5C: Park City Municipal Corporation will be a strong partner in efforts to reduce community GHG emissions, leading by example and providing policy guidance while promoting personal accountability and community responsibility.

5D: Align transportation goals with sustainable goals that reflect all four Core Values of the City.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 6: Climate Adaptation: Park City will implement climate adaptation strategies to enhance the City's resilience to the future impacts of climate change.

Objectives:

6A: Prepare for probable scenarios that could threaten health, welfare, and safety of residents. Implementation of climate adaptation strategies is necessary to become more resilient to wildfire, flood, and drought.

6B: Encourage opportunities for local food production and sales of food produced regionally.

6C: Support ecosystem health, biodiversity, and natural buffers between development and sensitive lands.

6D: Encourage regional planning efforts as a mechanism to mitigate population growth.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Sense of Community

Goal 7: Life-cycle Housing: Create a diversity of primary housing opportunities to address the changing needs of residents.

Objectives:

7A: Increase diversity of housing stock to fill voids within housing inventory (including price, type, and size) to create a variety of context sensitive housing opportunities.

7B: Focus efforts for diversity of primary housing stock within primary residential neighborhoods to maintain majority occupancy by full time residents within these neighborhoods.

7C: Focus future nightly rental units to resort neighborhoods - near Park City Mountain Resort and Deer Valley.

7D: Facilitate the implementation of a housing plan that promotes economic diversity.

7E: Create housing opportunities for the City's aging population (e.g. step-down housing, community housing, cottage style units).

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 8: Workforce Housing: Increase affordable housing opportunities and associated services for the work force of Park City.

Objectives:

8A: Provide increased housing opportunities that are affordable to a wide range of income levels within all Park City neighborhoods.

8B: Increase rental housing opportunities for seasonal workers in close proximity to resorts and mixed use centers.

8C: Increase housing ownership opportunities for work force within primary residential neighborhoods.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 9: Parks & Recreation: Park City will continue to provide unparalleled parks and recreation opportunities for residents and visitors.

Objectives:

9A: Maintain local recreation opportunities with high quality of service, exceptional facilities, and variety of options.

9B: Locate recreation options within close vicinity to existing neighborhoods and transit for accessibility and to decrease vehicle miles traveled. Grouping facilities within recreational campuses is desired to decrease trips.

9C: Optimize interconnectivity by utilizing bus/transportation services to recreation facilities.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 10: Park City will provide world-class recreation and public infrastructure to host local, regional, national, and international events that further Park City's role as a world-class, multi-seasonal destination resort while maintaining a balance with our sense of community.

10A: Remain competitive as a world-class, multi-season, destination resort community by increasing year-round recreation events and demand for resort support services, such as hotels and restaurants.

10B: Balance tourism events with preservation of small town character and quality of life. Locate larger tourist activities close to resorts and/or existing facilities. Locate community facilities close to primary residential areas.

10C: Public infrastructure improvements and programming should consider the visitor experience to Park City during large events and master festivals.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 11: Support the continued success of the multi-seasonal tourism economy while preserving the community character that adds to the visitor experience.

Objectives:

11A: The vibrancy of Park City's resorts is essential to the success of resort support businesses. The City must provide flexibility to allow the primary resorts to evolve with the tourism industry, increase occupancy rates year round, and create more demand for the resort support industries throughout the City.

11B: Preservation of our community core values of Small Town, Natural Setting, Sense of Community, and Historic Character is essential to maintaining the unique Park City Experience for visitors and residents. Regulate design of new development to compliment the community's core values and protect the Park City Experience.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 12: Foster diversity of jobs to provide greater economic stability and new opportunities for employment in Park City.

Objectives:

12A: Retain and expand existing Park City businesses.

12B: Improve the balance of jobs-to-housing ratio in Park City through efforts to attract higher paying jobs and workforce housing strategies.

12C: Support local owned, independent businesses that reflect the core values of Park City and add to the Park City experience.

12D: Minimize commercial retail chains on Main Street and the impacts of big box and national chains on the unique Park City experience.

Impacts Goal:

Positively	Negatively	neutral/unsure

Goal 13: Arts & Culture: Park City will continue to grow as an arts and culture hub encouraging creative expression.

Objectives:

13A: Increase cultural, arts, and entertainment-related events that diversify and support our tourism-based economy.

13B: Foster and enhance the vitality of Park City's local arts and cultural sectors.

13C: Encourage the installation of public art on private property, public space, parks, trails, and streets that represent Park City's core values.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 14: Living within Limits: The future of the City includes limits (ecological, qualitative, and economic) to foster innovative sustainable development, protect the community vision, and prevent negative impacts to the region.

Objectives:

14A: Provide reliable public resources to ensure the health, welfare, and safety of residents and visitors.

14B: Manage growth to protect the quality of life and preserve the unique *Park City Experience* by recognizing limits to growth and adopting responsible policies that are consistent with those limits. Look at policies to offset this growth through efficiencies and renewables.

14C: Provide safe drinking water to residents and visitors. Set limits to future demand based on available sources and expense of available sources.

14D: Prevent degradation of air quality through the implementation of best practices for land use, clean energy, regional transportation, and growth management.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Historic Character

Goal 15: Preserve the integrity, mass, scale, compatibility and historic fabric of the nationally and locally designated historic resources and districts for future generations.

Objectives:

15A: Maintain the integrity of historic resources within Park City as a community asset for future generations, including historic resources locally designated on the Park City Historic Sites Inventory and its two National Register Historic Districts – the Main Street Historic District and the Mining Boom Era Residences Thematic District.

15B: Maintain character, context and scale of local historic districts with compatible infill development and additions.

15C: Increase local knowledge of historic preservation principles and accepted standards through increased public education and programming.

15D: Provide additional public education/programming to connect property owners and financial incentives in an effort to offset the high cost of restoration.

15E: Encourage adaptive reuse of historic resources.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Goal 16: Maintain the Historic Main Street District as the heart of the City for residents and encourage tourism in the district for visitors.

Objectives:

16A: Support "adaptive re-use" of buildings along Main Street through incentives to property owners and businesses.

16B: Limit uses within the first story of buildings along Main Street to retail and restaurant establishments that are inviting to the passing pedestrian. Uses that should be discouraged include office space, real estate show rooms, parking, etc.

16C: Utilize Main Street as a backdrop/setting for cultural events, festivals, and celebrations.

Impacts Goal:		
Positively	Negatively	neutral/unsure

Total Score/15		
Positively	Negatively	neutral/unsure

Biennial Plan

The Biennial Strategic Plan draws on Park City 2030, the Business Plans, and the Budget Document to give a summary of the City's approach over the next two years to pursue Council Priorities and the Community Vision. This document is used to report highlights of the Strategic Planning Process to Council during their annual Visioning Session, and it is updated every two years.

The current Biennial Plan to be provided by the Economic Development Department along with application forms at the request of the applicant. The 2015 – 2016 Plan can be found at:
http://www.parkcity.org/Modules/ShowDocument.aspx?documentid=13028

City Council
Staff Report

Subject: **Procurement List Adoption**
Author: **Scott W. Robertson, Nate Rockwood**
Department: **Information Technology; Budget**
Date: **July 10, 2014**
Type of Item: **Legislative**

Summary Recommendations:
Adopt resolution to create a list of authorized purchasing pools as specified by the Contracting and Purchasing Policy which is approved annually in the Budget Document.

Topic/Description:
Under the City's Contracting and Purchasing Policy, local government purchasing pools are allowed under approved resolution by City Council. Pools provide a method for departments to select and purchase pre-vetted products/services often with deeper discounts.

Background:
All City purchases must comply with the City Council approved Contracting and Purchasing Policy (Park City FY 2015 Final Budget, Vol. I, Ch.5, pt. II). As stated, "These rules are intended to provide a systematic and uniform method of purchasing goods and services for the City. The purpose of these rules is to ensure that purchases made and services contracted are in the best interest of the public and acquired in a cost-effective manner". The policy provides some exemptions for contracts for goods and services which may be exempt from the set bidding provisions. Exception number 6 reads, "Purchases from local government purchasing pools in which the City is a participant as approved by a resolution of the City Council". Currently, City Council has not approved a resolution designating any local government purchasing pools.

When products/solutions are being researched for purchase, cost, availability and convenience are major selection factors. When products are not available through Utah State purchasing contracts, City purchasers must look to the open market. While this is not an unusual practice, it can be less efficient to certify the vendor, fulfill W-9 forms and eliminate taxing requirements.

Purchasing defined/manufactured products such as a network equipment, servers or vehicles are generally offered at fixed prices, and conducting a Request for Proposal (RFP) doesn't necessarily garner much value unless a custom solution or product change is being considered.

WSCA-NASPO or Western States contracting Alliance – National Association of State Procurement Officials, is a unified nationally focused cooperative purchasing program that leverages contracts, purchasing volume and improves buying experience. This program is currently being used by the City for procurements under the State of Utah.

The U.S. General Services Administration (GSA) provides local governments access to purchasing pools such as *Blanket Purchase Agreements (BPAs).* BPAs deliver cost savings and buying efficiencies. BPAs currently available under Cooperative Purchasing include:

- FSSI Wireless BPAs with wireless service plans and phones available at no additional cost.
- Certain SmartBuy BPAs for software and supporting services. Email as a Service (EaaS) BPA
- The National Information Technology Commodity Program (NITCP) BPA for IT products such as computers, tablets, monitors, data center equipment and mobile solutions.
- The Continuous Diagnostics and Mitigation (CDM) Program - Tools and Continuous Monitoring as a Service (CMaaS) BPAs provide specialized information technology (IT) tools and CMaaS to combat cyber threats in the civilian ".gov" networks.

Analysis:
Multiple purchasing pools improve product selection and allow departments to efficiently make product acquisitions.

When products/services are not available through the State Division of Purchasing, or if a vendor with a poor performance history is the only available option, it may necessitate purchasing a costlier solution.

Expanding the purchasing pool provides great efficiency and flexibility but has risks to marginalize proper due-diligence since purchases are not subject to competitive bidding. However, more expensive purchases are subject to higher level of financial scrutiny and approval.

Department Review:
Budget, EOC, Finance, Fleet, Police

Alternatives:

A. Approve:
Approving the resolution provides purchasing efficiencies.

B. Deny:
Denying the resolution would leave existing purchasing process unchanged.

C. Modify:
Modifying the proposal could affect adoption timeline and final outcome.

D. Continue the Item:
Continuing the item would be the same as denying the resolution.

E. Do Nothing:
Doing nothing would be the same as denying the resolution.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?				+ Streamlined and flexible operating processes
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Neutral ⇔	Neutral ⇔	Neutral ⇔	Positive ⇧
Comments:				

Consequences of not taking the recommended action:

Consequences of not taking the recommended action would limit purchasing efficiencies and access to alternative discounted products/services.

Recommendation:

Adopt resolution to create a list of authorized purchasing pools as specified by the Contracting and Purchasing Policy which is approved annually in the Budget Document.

Exhibits:

A: Draft Ordinance

Resolution No.

RESOLUTION ADOPTING WESTERN STATES CONTRACTING ALLIANCE – NATIONAL ASSOCIATION OF STATE PROCUREMENT OFFICIALS (WSCA-NASP0) AND GENERAL SERVICES ADMINISTRATION (GSA) AS PARK CITY MUNICIPAL S CONTRACTING AND PURCHASING POOLS CREATING RESOLUTION TO INCLUDE ADDITIONAL PROCUREMENT OPTIONS

WHEREAS, the Park City Municipal's Contracting and Purchasing Policy requires adoption of approved purchasing pools beyond the purview of Utah State Division of Purchasing & General Services ; and

WHEREAS, purchasing pools provide vetted products with bulk purchasing discounts; and

WHEREAS, additional and alternative products can be sourced to meet departmental needs while minimizing administrative overhead

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

SECTION 1. CREATE CONTRACTING AND PURCHASING POOL LIST. The list is hereby adopted as presented in Exhibit A

SECTION 2. EFFECTIVE DATE. This resolution shall take effect upon adoption.

PASSED AND ADOPTED this day_____ of , 2014

PARK CITY MUNICIPAL CORPORATION

_____

Mayor Jack Thomas

Attest:

_____

Marci Heil City Recorder

Approved as to form:

_____

Mark D. Harrington, City Attorney

EXHIBIT A

Contract and Purchasing Pool List

1. General Services Administration (GSA)
2. Western States Contracting Alliance –National Association of State Procurement Officials (WSCA-NASPO)

City Council
Staff Report

PARK CITY 1884
PLANNING DEPARTMENT

Application #: PL-14-02338
Subject: 257 McHenry Avenue Subdivision
Author: Anya Grahn, Historic Preservation Planner
Date: July 25, 2014
Type of Item: Administrative – Plat Amendment

Summary Recommendations
Staff recommends the City Council hold a public hearing for the 257 McHenry Avenue Subdivision plat amendment, located at the same address, and consider approving the proposed plat amendment based on the findings of fact, conclusions of law, and conditions of approval as found in the draft ordinance.

Description

Applicant:	Herb Armstrong, represented by Architect David White
Location:	257 McHenry Avenue
Zoning:	Historic Residential Low Density (HRL) District
Adjacent Land Uses:	Open space (City-owned Virginia Mining Claim), single family residential, unplatted 3rd Street right of way
Reason for Review:	Plat amendments require Planning Commission review and City Council approval.

Proposal
The applicant is requesting a Plat Amendment for the purpose of combining all of Lot 17, and portions of Lots 16 and 18 of Block 60 of the Amended Plat of the Park City Survey. The site was designated as "Significant" on the City's Historic Sites Inventory (HSI). Due to a Building Department Notice and Order in 2013, the historic structure was deconstructed due to its hazardous condition. The applicant wishes to combine the lots in order to move forward with a Historic District Design Review (HDDR) to reconstruct the building with a small addition.

Purpose
The purpose of the Historic Residential (HR-L) District is to:

(A) reduce density that is accessible only by substandard Streets so these Streets are not impacted beyond their reasonable carrying capacity,
(B) provide an Area of lower density Residential Use within the old portion of Park City,
(C) preserve the character of Historic residential Development in Park City,
(D) encourage the preservation of Historic Structures,
(E) encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District, and maintain existing residential neighborhoods.
(F) establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment, and

(G) define Development parameters that are consistent with the General Plan policies for the Historic core.

Background

257 McHenry is designated as a "Significant" site on the City's Historic Sites Inventory (HSI). The 2009 Historic Structure Form documents the historic house as an L-shape cottage with significant modifications. A small addition had been added to the stem wing of the house. Bricktex and aluminum siding covered the original wood siding which had rotted and largely been lost. There was a new concrete block chimney, and the original porch elements had been replaced by metal work columns. Finally the original window openings had been altered to accommodate aluminum windows. The Historic Structure Form notes that the structure was in poor condition already in 2009.

In May 2013, the Building Department issued a Notice and Order to Repair the structure due to its hazardous condition. After several site visits, the Planning Director and Chief Building Official determined that the structure was a candidate for reconstruction. A Historic District Design Review (HDDR) application was submitted on September 5, 2013, to deconstruct the house in order to meet the Notice and Order. Staff approved the HDDR application on November 7, 2013. The house was taken down over the winter. A financial guarantee has been provided to ensure that the structure will be reconstructed within two (2) years.

In April 2014, the applicant applied for a plat amendment in order to move forward with an HDDR to reconstruct the historic house with a small addition. The previously existing historic structure encroached over the interior lot lines and over the east property line (rear yard) into the City-owned Virginia Mining Claim. The applicant has proposed to relocate the structure on the lot to a more prominent, visible location rather than enter into an encroachment agreement for the reconstruction of the historic house over the property line; however, this has not been approved. In order to relocate the reconstructed historic house, the applicant will need to meet the criteria outlined in Land Management Code (LMC) 15-11-13, which includes a Planning Director and Chief Building Official determination that unique conditions warrant the proposed relocation on the existing site. Any new construction, such as an addition, would be required to meet the required setbacks.

The applicant had submitted two (2) previous plat amendment applications. In May 2002, a plat amendment application was submitted in order to combine Lots 16, 17, and 18 into one (1) lot in order to renovate and expand the historic house; this application was closed on May 14, 2003, due to inactivity.

A second plat amendment application was submitted in July 2005; City Council approved this plat amendment as Ordinance 05-50; however, the plat was never recorded. The 2005 plat differs from the current plat amendment in that the 2005 plat amendment included a condition of approval requiring the applicant to dedicate the lot area covered by the built McHenry Avenue and an additional ten feet (10') along the east side of McHenry Avenue to the City as a street right-of-way. The applicant

disagreed with the City Engineer on this street dedication and chose not to record the plat amendment.

The 2005 ordinance also required that any interest the applicant may have in the small remnant portion of Lot 16 located west of the built McHenry Avenue be conveyed to the City as a public right-of-way. This remnant portion of Lot 16 was included in the 264 Ontario Avenue Subdivision in 2013 (Exhibit D). According to High Country Title, the deed and title do not show that the applicant ever owned property that included the built McHenry Avenue or lands to the west of the built McHenry Avenue.

Ordinance 05-50 also permitted the relocation of the historic structure so that it no longer encroached into the City-owned, deed-restricted Virginia Mining Claim. This finding of fact was included and permitted by the prior Design Guidelines; however, the LMC now states that any relocation must be approved by both the Planning Director and Chief Building Official, and the Planning Director and Chief Building Official must find that unique conditions exist that warrant relocating the historic structure.

The Planning Commission reviewed this plat amendment on April 25, 2014, and unanimously (6-0) forwarded a positive recommendation to City Council. No public input was provided during the hearing.

Analysis

The following chart outlines the existing conditions with the house in its historic location. The plat is necessary in order for the applicant to move forward with a Historic District Design Review (HDDR) application to reconstruct the existing house.

	HRL Zone Designation	**Previously Existing Conditions**
Lot Size (if combined as proposed)	3,750 SF	4,891.75 SF
Setbacks		
Front (West)	10 ft.	36.5 ft.
Rear (East)	10 ft.	0 ft. (encroached over the east property line)
Side (North)	5 ft.	29 ft.
Side (South)	5 ft.	6 ft.
Height above existing grade	27 ft.	15.5 ft.

As seen in the following chart, the allowed footprint of 257 McHenry Avenue is similar in size to other historic sites and new development in the vicinity. The following chart shows the approximate house size for other developments along McHenry Avenue.

Address:	Year Built:	Lot Size (+/-)	Existing SF	Max Footprint	Historical Significance
132 McHenry	N/A	6,078 SF	N/A	2,159.8 SF	Not historic
154 McHenry	N/A	6,534 SF	N/A	2,263.0 SF	Not Historic
235 McHenry	1970	6,430 SF	1,283 SF	2,240.1 SF	Not Historic
243 McHenry	1910	9,583 SF	910 SF	2,796.5 SF	Landmark
253 McHenry	N/A	3,484 SF	N/A	1,432.5 SF	Not Historic
257 McHenry	1905	4,892 SF	911 SF	1,858.0 SF	Significant
277 McHenry	1970	4,356 SF	1,115 SF	1,705.1 SF	Not Historic
300 McHenry	1993	149,411 SF	6,622 SF	Per LMC 15-2.1-3(D), a CUP is required for footprints greater than 3,500 sf	Not Historic
302 McHenry	1979	3,920 SF	1,116 SF	1,572.6 SF	Not Historic
310 McHenry	1976	7,684 SF	2,751 SF	2,494.8 SF	Not Historic
320 McHenry	1978	9,606 SF	3,290 SF	2,799.5 SF	Not Historic
321 McHenry	1980	4,611 SF	1,700 SF	1,779.2 SF	Not Historic
327 McHenry	N/A	3,751 SF	N/A	1,518.9 SF	Not Historic
330 McHenry	1969	5,908 SF	1,446 SF	2,119.4 SF	Not Historic
331 McHenry	1972	8,345 SF	1,570 SF	2,610.7 SF	Not Historic
335 McHenry	1993	9,583 SF	2,218 SF	2,796.5 SF	Not Historic
347 McHenry	1994	9,148 SF	2,483 SF	2,735.5 SF	Not Historic
350 McHenry	1972	15,324 SF	3,181 SF	3,238.7 SF	Not Historic
351 McHenry	1981	3,485 SF	2,059 SF	1,432.5 SF	Not Historic
353 McHenry	1981	4,792 SF	2,059 SF	1,830.3 SF	Not Historic
264 Ontario	1890	5,663 SF	910 SF	2,059.7 SF	Landmark
308 Ontario	1920	5,387 SF	2,536 SF	1,990.0 SF	Significant

Because the built McHenry Avenue is not constructed in the platted McHenry Avenue right-of-way, it is not uncommon for partial lots to be included in subdivision plat amendments in this neighborhood. The amendment of two (2) partial lots and one (1) full lot is not uncommon in Old Town, and the 257 McHenry Avenue Subdivision is in keeping with the lot sizes already in existence in the neighborhood. The smallest lot size in this neighborhood is 3,484 square feet at 253 McHenry Avenue, and the largest lot size is 149,411 square feet at 300 McHenry Avenue. The average lot size is 5,408 square feet, not including 300 McHenry. The average allowed footprint, not including 300 McHenry Avenue, is 2,163.5 square feet, which is slightly larger than the allowed footprint of 257 McHenry Avenue. The minimum lot size in the HRL zone is 3,750 sf, with a corresponding footprint of 1,519 sf.

As seen in the Existing Conditions Survey (Exhibit B), there is an access easement within the platted McHenry Avenue right-of-way that provides access to the site from the

built McHenry Avenue. This easement is nine feet (9') in width and ends at the intersection of the platted McHenry Avenue and platted 3rd Street right-of-ways (Exhibit F). There is an existing gravel driveway that extends south from this intersection over the 3rd Street right-of-way, and into the 257 McHenry Avenue site. The City Engineer will require an encroachment agreement over the 3rd Street right-of-way to access the site, and this is stipulated in Condition of Approval #6. There are no existing encroachments on this site.

Aside from the HDDR and Building Permit, the applicant will be required to submit a Steep Slope Conditional Use Permit (CUP) should any addition be located upon an existing slope of thirty percent (30%) or greater and exceed a total square footage of one thousand square feet (1,000 sf). Portions of this site exceed thirty percent (30%) slope.

Good Cause

Planning Staff believes there is good cause for the application. Combining the lots will allow the property owner to move forward with site improvements, which include reconstructing the historic house and adding an addition. Left un-platted, the owner will only be able to reconstruct the historic house, which will sit on top of lot lines. The plat amendment will permit the reconstructed historic building to no longer straddle interior lot lines. The plat amendment will also utilize best planning and design practices, while preserving the character of the neighborhood and of Park City and furthering the health, safety, and welfare of the Park City community.

Staff finds that the plat will not cause undo harm on any adjacent property owner because the proposal meets the requirements of the Land Management Code (LMC) and all future development will be reviewed for compliance with requisite Building and Land Management Code requirements. In approving the plat, the City will gain one (1) ten foot (10') snow storage easement along McHenry Avenue as well as resolve the existing building encroachments over interior lot lines. The applicant cannot move forward with the HDDR addition until the plat amendment has been recorded.

Process

The approval of this plat amendment application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18.

Department Review

This project has gone through an interdepartmental review. Issues raised have been addressed by revisions to the application and/or conditions of approval. No additional issues were raised regarding the subdivision.

Notice

The property was posted and notice was mailed to property owners within 300 feet on May 27, 2014. Legal notice was published in the Park Record on May 26, 2014.

Public Input
No public input was provided at the April 25, 2014, Planning Commission hearing.

Alternatives
- The City Council may approve the 257 McHenry Avenue Subdivision plat amendment as conditioned or amended; or
- The City Council may deny the 257 McHenry Avenue Subdivision plat amendment and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on the 257 McHenry Avenue Subdivision plat amendment; or
- The City Council may remand the item back to the Planning Commission for specific discussion on topics and/or findings.

Significant Impacts
There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation
The proposed plat amendment would not be recorded and one (1) and two (2) partial existing lots would not be adjoined. Any additions to the historic house would not be permitted because the new construction would be required to meet the setbacks from the interior lot lines.

Recommendation
Staff recommends City Council hold a public hearing for the 257 McHenry Avenue Subdivision plat amendment, and consider approving the 257 McHenry Avenue Subdivision plat based on the findings of fact, conclusions of law, and conditions of approval as found in the draft ordinance.

Exhibits
Exhibit A – Draft Ordinance with proposed plat
Exhibit B – Existing Conditions Survey
Exhibit C – Vicinity Map/Aerial Photograph and streetscape photos
Exhibit D – Ordinance No. 12-32 for 264 Ontario Avenue, with City Council Staff Report and minutes
Exhibit E – Ordinance No. 05-50 for 257 McHenry Plat, with City Council Staff Report and minutes
Exhibit F – Warranty Deed dated April 1980
Exhibit G – 2001 Existing Conditions Survey
Exhibit H – Letter from Alliance Engineering, 6.24.14
Exhibit I – HSI Form for 257 McHenry

Exhibit A – Draft Ordinance with Proposed Plat

Ordinance 14-

AN ORDINANCE APPROVING THE 257 MCHENRY AVENUE SUBDIVISION PLAT LOCATED AT 257 McHenry Avenue, PARK CITY, UTAH.

WHEREAS, the owner of the property located at 257 McHenry Avenue, has petitioned the City Council for approval of the plat amendment; 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; and

WHEREAS, the Planning Commission held a public hearing on June 25, 2014 to receive input on the proposed subdivision;

WHEREAS, on June 25, 2014 the Planning Commission forwarded a recommendation to the City Council; and,

WHEREAS, on July 10, 2014 the City Council held a public hearing on the proposed plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the proposed 257 McHenry Avenue Subdivision.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The 257 McHenry Avenue Subdivision as shown in Attachment 1 is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 257 McHenry Avenue within the Historic Residential Low Density (HRL) Zoning District.
2. The applicants are requesting to combine all of Lot 17 and portions of Lots 16 and 18 of Block 60 of the Amended Plat of the Park City Survey.
3. The plat amendment is necessary in order for the applicant to move forward with a Historic District Design Review (HDDR) application for the purpose of reconstructing the historic house and adding an addition.
4. The amended plat will create one new 4,891.75 square foot lot. Minimum lot size in the HRL zone is 3,750 sf.

5. The site is identified as “Significant” on the City’s Historic Sites Inventory (HSI).
6. The Building Department issued a Notice and Order due to the dangerous condition of the building on May 14, 2013. The applicant submitted a Historic District Design Review (HDDR) to deconstruct the historic structure on September 5, 2013. The Planning Department approved this application on November 7, 2013, with a condition of approval that a new HDDR application would be submitted in order to reconstruct the historic house. A financial guarantee was recorded with Summit County on January 2, 2014, and provided the applicant two (2) years in which to reconstruct the historic building.
7. The historic structure encroached over the east property line and into the City-owned Virginia Mining Claim open space. The reconstructed structure would not be permitted to be relocated on the property unless the relocation meets the criteria outlined in LMC 15-11-13.
8. The reconstruction of the house will require a review under the adopted 2009 Design Guidelines for Historic Districts and Historic Sites through the HDDR process. At this time, no HDDR application has been submitted to the Planning Department in order to reconstruct the house and add a small addition. A steep slope CUP will be required should the applicant build over 1,000 square feet upon any existing slope of 30% or greater.
9. The maximum allowed building footprint allowed on the lot is 1,858 square feet. The applicant intends to construct a new rear addition and reconstruct the historic structure.
10. The amendment of one (1) full and two (2) partial Old Town lots would be smaller than the average size of lot combinations along McHenry Avenue and is in keeping with the traditional size of development on this street and in this neighborhood.
11. New additions to the rear of the historic home require adherence to current setbacks as required in the HRL District, as well as be subordinate to the main dwelling in terms of size, setback, etc., per the requirements of the adopted 2009 Design Guidelines for Historic Districts and Historic Sites.
12. On April 30, 2014, the applicant applied for a plat amendment. The application was deemed complete on May 15, 2014.
13. The existing built McHenry Avenue bisects Lot 16 and forms the western edge of the property.
14. Finding of Fact #6 of Ordinance 05-50 stated that the applicant proposes to dedicate the lot area covered by existing built McHenry Avenue and an additional 10 feet of width measured from the easterly edge of the McHenry Avenue pavement to the City as a public right-of-way. According to High Country Title, the deed and title do not show that the applicant ever owned property that included the built McHenry Avenue or lands to the west of the built McHenry Avenue.
15. Finding of Fact #7 of Ordinance 05-50 stated that any interest the applicant may have in the small remnant portion of Lot 16 located west of the existing built McHenry Avenue will be conveyed to the City for public right-of-way. This portion of McHenry Avenue transferred ownership and was included in the 264 Ontario Avenue Subdivision, recorded in 2013.
16. Ordinance 05-50 was approved by City Council on August 18, 2005; however, the plat amendment was never recorded.

Conclusions of Law:

1. There is good cause for this plat amendment.
2. The plat amendment is consistent with the Park City Land Management Code and applicable State law regarding subdivisions.
3. Neither the public nor any person will be materially injured by the proposed plat amendment.
4. Approval of the plat amendment, subject to the conditions stated below, does not adversely affect the health, safety, and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the plat amendment for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat amendment at the County within one (1) year from the date of City Council approval. If recordation has not occurred within one (1) years' time, this approval for the plat will be void, unless a complete application requesting an extension is made in writing prior to the expiration date and an extension is granted by the City Council.
3. No building permit for any work that expands the footprint of the home, or would first require the approval of an HDDR, shall be granted until the plat amendment is recorded with the Summit County Recorder's office.
4. Modified 13-D sprinklers will be required for new construction by the Chief Building Official at the time of review of the building permit submittal and shall be noted on the final Mylar prior to recordation.
5. A 10 foot (10') wide public snow storage easement is required along the street frontage of the lot along the built McHenry Avenue and shall be shown on the plat.
6. The applicant must enter into an Encroachment Agreement with the City Engineer for the portion of the driveway that is located within the platted 3rd Street right-of-way.
7. Any interest the applicant may have in the built McHenry Avenue will be conveyed to the City for public right-of-way.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this ___day of July, 2014.

PARK CITY MUNICIPAL CORPORATION

_____

Jack Thomas, MAYOR

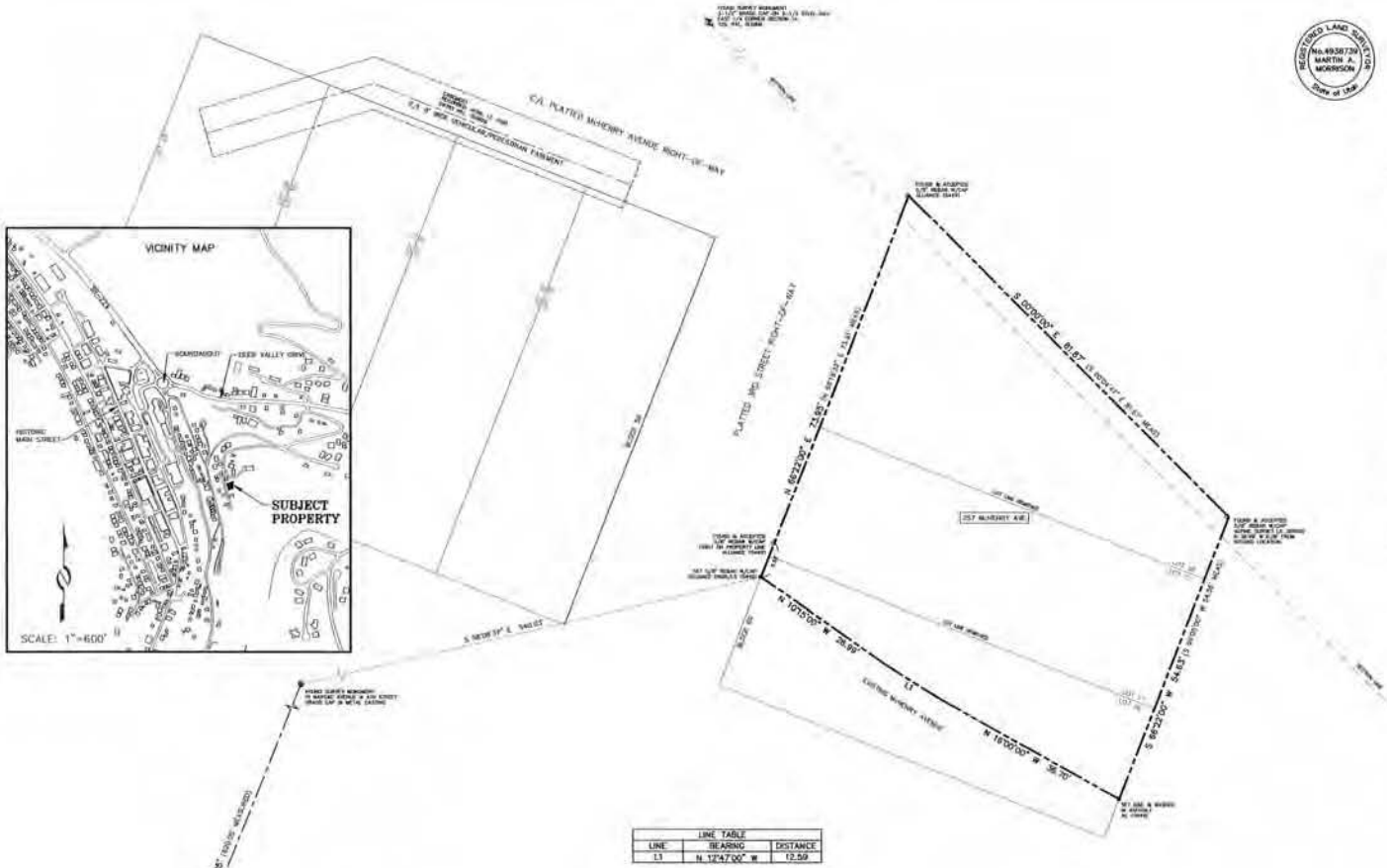
ATTEST:

_____
City Recorder

APPROVED AS TO FORM:

_____
Mark Harrington, City Attorney

Exhibit A



SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, certify that I am a Registered Land Surveyor and that I hold Certificate No. 4938730, as prescribed by the laws of the State of Utah, and that by authority of the owner, I have prepared this Record of Survey map of the 257 McHENRY AVENUE SUBDIVISION and that the same has been or will be monumented on the ground as shown on this plat. I further certify that the information on this plat is accurate

REGISTERED LAND SURVEYOR No.4938730 MARTIN A. MORRISON State of Utah

BOUNDARY DESCRIPTION

Parcel 1:
That portion of Lot 16 lying East of the road and all of Lot 17 and 18, Block 60, AMENDED PLAT OF THE PARK CITY SURVEY, according to the official plat thereof, on file and of record in the office of the Summit County Recorder.

Parcel 2:
TOGETHER WITH an easement for vehicular and pedestrian access 9 feet in width, the centerline of which is located:

BEGINNING at a point on the existing McHenry Avenue which is North 66°22' West 24.0 feet from the Northeast corner of Lot 30, Block 59, PARK CITY TOWNSITE SURVEY; and running thence South 81°31' East 31.71 feet; thence South 23°38' East 50.00 feet to the Southerly boundary of Lot 32. Such easement shall be appurtenant to Lots 16, 17, and 18, Block 60, Park City Survey which said lots shall be the dominant tenement.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that Armstrong Park City, L.L.C., a Utah limited liability company, the undersigned owner of the herein described tract of land, to be known hereafter as 257 McHENRY AVENUE SUBDIVISION, does hereby certify that he has caused this Plat to be prepared, and does hereby consent to the recordation of this Plat.

In witness whereof, the undersigned set his hand this _____ day of

_____, 2014.

Herbert Armstrong, Manager, Armstrong Park City, L.L.C., a Utah limited liability company

State of Utah:
County of Summit: ss:

ACKNOWLEDGMENT

On this _____ day of _____, 2014, Herbert Armstrong personally appeared before me, the undersigned Notary Public, in and for said state and county. Having been duly sworn, Herbert Armstrong acknowledged to me that he is the manager of Armstrong Park City, L.L.C., a Utah limited liability company, the owner of the herein described tract of land, and that he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

A Notary Public commissioned in Utah

Printed Name:

Residing in:

My commission expires:

MAY 15 2014

A PARCEL COMBINATION PLAT

A COMBINATION OF LOTS 17, 18 AND A PORTION OF LOT 16 IN BLOCK 60, PARK CITY SURVEY

257 McHENRY AVENUE SUBDIVISION

LOCATED IN SECTION 15 & 16
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

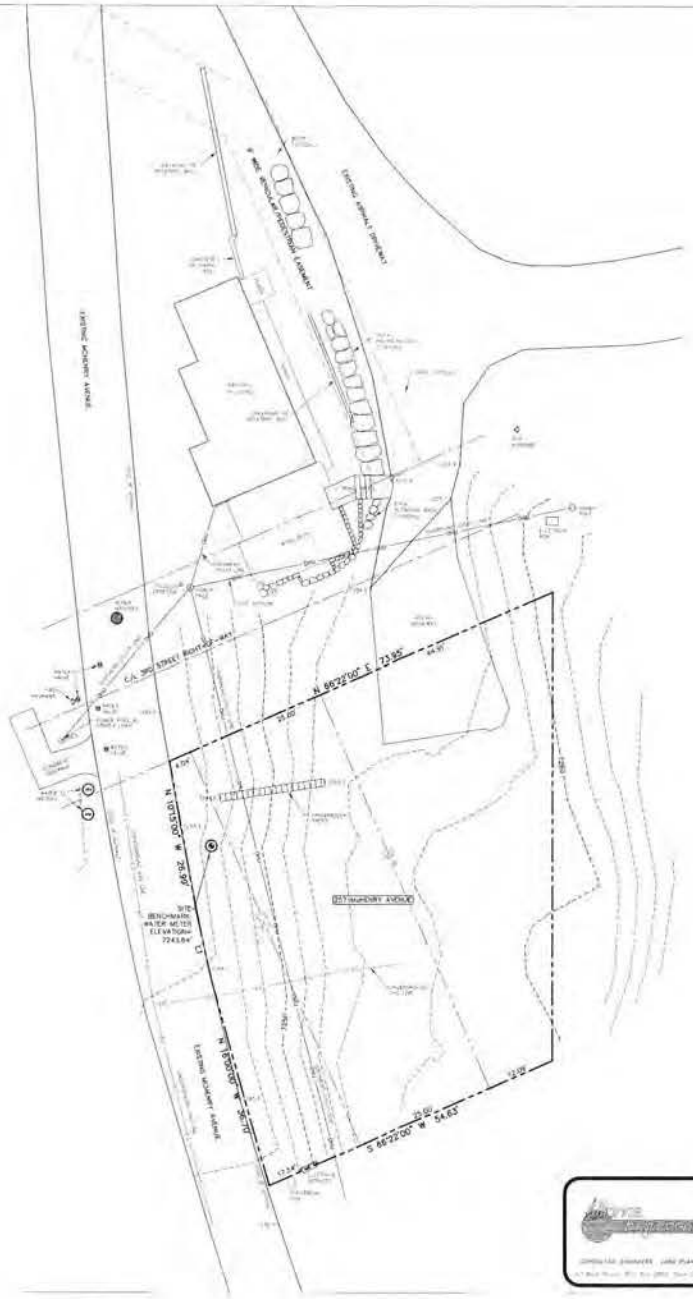
SHEET 1 OF 1

JOB NO.: 10-3-14 FILE: X:\ParkCitySurvey\dwg\srv\plat2014\100314.dwg

(435) 649-9467
Alliance Engineering Inc
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
(1) 800 Comet P.O. Box 2864 Park City, Utah 84060-2864

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT	PLANNING COMMISSION	ENGINEER'S CERTIFICATE	APPROVAL AS TO FORM	CERTIFICATE OF ATTEST	COUNCIL APPROVAL AND ACCEPTANCE	RECORDED
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____ DAY OF _____, 2014 BY _____ S.B.W.R.D.	APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____ DAY OF _____, 2014 BY _____ CHAIR	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____ DAY OF _____, 2014 BY _____ PARK CITY ENGINEER	APPROVED AS TO FORM THIS _____ DAY OF _____, 2014 BY _____ PARK CITY ATTORNEY	I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____, 2014. BY _____ PARK CITY RECORDER	APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____ 2014 BY _____ MAYOR	STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____ DATE _____ TIME _____ ENTRY NO. _____ FEE _____ RECORDER _____

Exhibit B



SURVEYOR'S CERTIFICATE

REGISTERED LAND SURVEYOR No. 4938739 MARTIN A. MORRISON State of Utah

4-21-14

I, Martin A. Morrison, do hereby certify that I am a registered land surveyor and that I hold certification no. 4938739 as prescribed under the laws of the State of Utah. I further certify that a topographic survey has been made under my direction of the lands shown and described hereon. I further certify that this topographic survey is a correct representation of the land surveyed at the time the field work was completed and is in compliance with generally accepted industry standards for accuracy.

NOTES

1. Site Benchmark: Water Meter
   Elevation= 7243.84'
2. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
3. This existing conditions map is based on a field survey performed on October 25, 2001 with additional mapping on April 16, 2014.
4. Property corners were set or found.

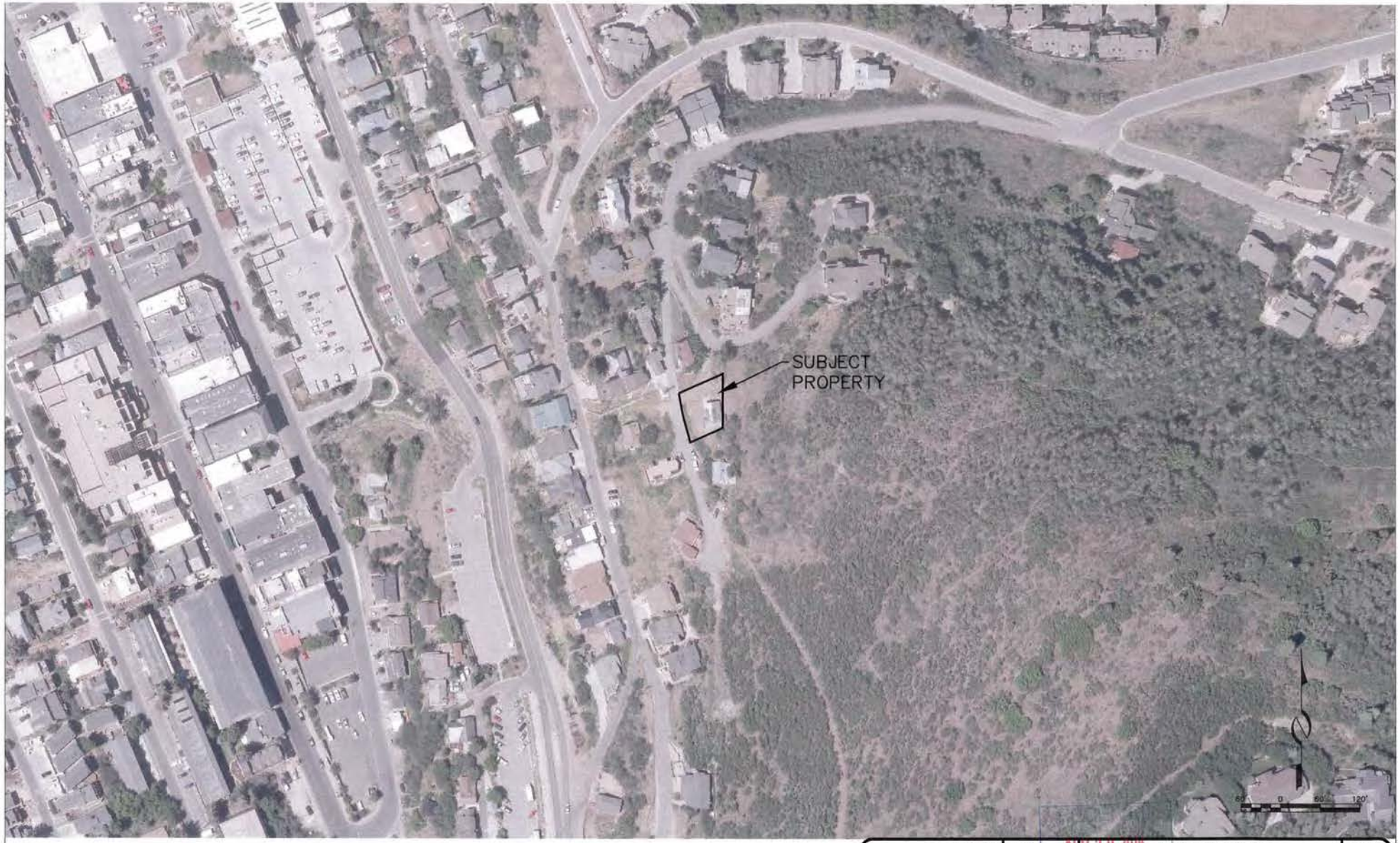
LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 12°47'00" W	12.59

10' 0' 10' 20'

APR 30 2014
PARK CITY PLANNING DEPT.

(435) 649-9467	STAFF: MARSHALL KING, MARTY MORRISON, HARRISON HOLLEY	SHEET 1 OF 1	A PORTION OF LOT 16, LOTS 17 & 18, BLOCK 60 257 McHENRY AVENUE, PCS EXISTING CONDITIONS MAPPING
	DATE: 4/18/14		FOR: HERBERT ARMSTRONG JOB NO.: 10-3-14 FILE: X:\ParkCitySurvey\dwg\topo2014\100314.dwg

Exhibit C



(435) 649-9467
CONSULTING ENGINEERS LAND PLANNERS SURVEYORS
323 Main Street P.O. Box 2664 Park City, Utah 84060-2664

STAFF: MARSHALL KING HARRISON HOLLEY

DATE: 4/14/14

APR 30 2014
PARK CITY
PLANNING DEPT.

AERIAL PHOTOGRAPH
257 MCHENRY AVENUE

FOR: HERB ARMSTRONG
JOB NO.: 10-3-14
FILE: X:\ParkCitySurvey\dwg\Exhibits\257 mchenry-photo.dwg

SHEET 1 OF 1

Ordinance No. 12-32

AN ORDINANCE APPROVING THE 264 ONTARIO AVENUE SUBDIVISION COMBINING LOTS 13, 14, 15 AND A PORTION OF 16, BLOCK 60, OF THE PARK CITY SURVEY, INTO ONE LOT OF RECORD FOR 264 ONTARIO, LOCATED IN PARK CITY, SUMMIT COUNTY, UTAH

WHEREAS, the owner of the properties known as 264 Ontario Avenue, has petitioned the City Council for approval of a plat amendment combining Lots 13, 14, 15, and a portion of 16, Block 60 of the Park City Survey; 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; and

WHEREAS, the Planning Commission held a public hearing on October 10, 2012, to receive input on the 264 Ontario Avenue Subdivision; and

WHEREAS, the Planning Commission, on October 10, 2012, forwarded a positive recommendation to the City Council; and

WHEREAS, on October 25, 2012, the City Council conducted a public hearing on the 264 Ontario Avenue Subdivision; and

WHEREAS, it is in the best interest of Park City, Utah to approve the 264 Ontario Avenue Subdivision.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The 264 Ontario Avenue Subdivision as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 264 Ontario Avenue within the Historic Residential Low (HRL) zoning district.
2. On August 1, 2012, the property owner submitted an application to the Planning Department for the proposed plat amendment.
3. The application was deemed complete on August 10, 2012.
4. The plat amendment combines Lots 13, 14, and 15 with a portion of Lot 16, Block 60, of the Park City Survey, into one lot of record for an existing Landmark house.
5. The proposed plat amendment will create one (1) lot of record that is seventy five feet (75') wide by seventy feet (70') feet deep. The minimum lot

width in the HRL zone is thirty five feet (35'). The lot depth is the minimum distance from the front property line to the rear property line.

6. The area of the proposed lot is 5,677.45 sf (5,773.45 square feet minus 96 square feet of area dedicated to the McHenry Avenue ROW). The minimum lot size in the HRL zoning district is 3,750 square feet.
7. There is an existing historic Landmark structure on the property that is listed on the Park City Historic Sites Inventory.
8. The Landmark structure was constructed in or around the year 1890 across lot lines between Lots 13 and 14. A non-historic lean-to shed crosses from Lot 14 to 15, Block 60 of the Park City survey. The house encroaches onto platted Ontario Avenue.
9. The applicant cannot obtain a building permit to build an addition to the historic house if it crossing an internal lot line. A plat amendment must be recorded prior to issuance of a building permit for a future addition.
10. The owner is not proposing to move the house from its existing location.
11. The property has frontage on platted Ontario Avenue and existing McHenry Avenue.
12. A 96 square foot portion of McHenry Avenue exists on the subject property.
13. The porch and front of the Historic Structure encroaches up to eight and a half (8 ½) feet into the platted Ontario Avenue ROW.
14. Maximum footprint allowed on the lot is 2,064 square feet. The footprint of the existing landmark structure is 793 square feet.
15. The neighborhood is characterized by a mix of single family historic homes and single family non-historic homes on single and combinations of "Old Town" lots. The average footprint of re-platted lots greater than 3,750 sf, in the surrounding area is 2,283 square feet per the findings in Table 1.
16. The lots are situated on narrow streets, namely, Ontario Avenue and McHenry Avenue which are not located within their respective platted rights-of way. There is little or no available on-street parking in this neighborhood. Snow removal from McHenry may put snow onto the first 10' of the proposed lot fronting McHenry. Snow removal from Ontario occurs onto platted Ontario Avenue and therefore no snow storage easements on the lot area fronting Ontario are necessary. Paved Ontario is twenty feet below and forty (40') to sixty (60') to the west of the proposed lot.
17. All findings within the Analysis section are incorporated herein.

Conclusions of Law:

1. There is good cause for this plat amendment.
2. The plat amendment is consistent with the Park City Land Management Code and applicable State law.
3. The public will not be materially injured by the proposed plat amendment.
4. As conditioned the plat amendment is consistent with the Park City General Plan.

Conditions of Approval

1. The City Attorney and City Engineer will review and approve the final form and content of the plat for compliance with the Land Management Code and conditions of approval prior to recordation of the plat amendment.
2. The applicant will record the plat amendment at the County within one year

from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.

3. The plat must be recorded prior to issuance of a building permit for any additions to the historic structure.
4. A 10 foot wide public snow storage easement will be located along the property's frontage with McHenry Avenue. The easement shall be indicated on the final plat.
5. Modified 13-D sprinklers will be required for all new construction and noted on the plat.
6. An encroachment easement into Ontario Avenue, for the existing historic house, porch, shed, and retaining walls, shall be recorded and the recording information shall be indicated on the final plat, prior to recordation of this plat amendment.
7. Approximately ninety-six (96) square feet of property shall be dedicated to Park City as McHenry Avenue ROW and shall be so indicated on the final plat.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

APPROVED AND ADOPTED this 25th day of October 2012.

PARK CITY MUNICIPAL CORPORATION

Dana Williams

Dana Williams, Mayor

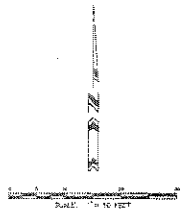
Attest:

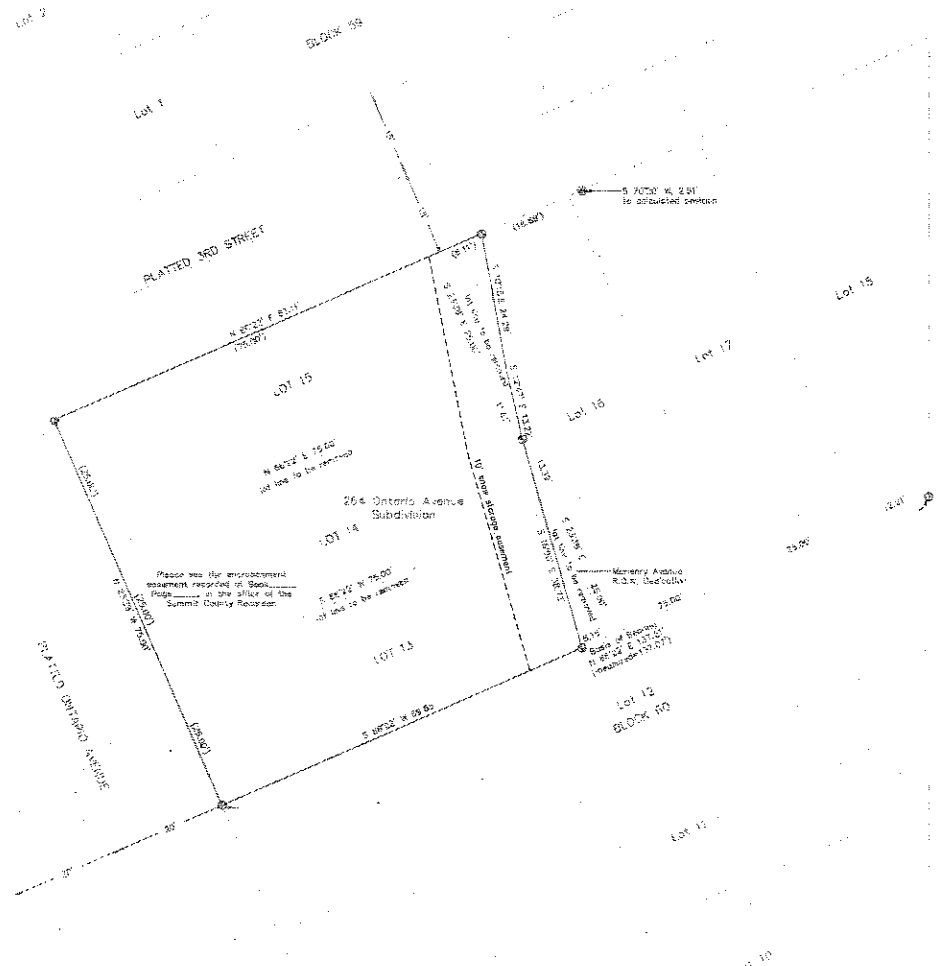
Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

264 Ontario Avenue Subdivision
a replat of Block 60, Lots 13, 14, 15 and a portion of Lot 16





Legend

- Found rebar & cap-LS 359005
- Found rebar & cap-LS 154491
- Found 5/8" rebar-no cap
- Set 5/8" rebar & plastic cap

OWNER'S DEDICATION AND CONSENT TO RECORD

Know all men by these presents that David E. and Patricia J. Constable, the undersigned owners of the hereon described 264 Ontario Avenue Subdivision, Block 60, Park City Survey, having caused this Plat Amendment to be made, do hereby consent to the recordation of this Record of Survey Plat in the office of the County Recorder of Summit County, Utah in conformance with Utah Law.

Also, the owners hereby irrevocably offer for dedication to the City of Park City all the streets, land for local government uses, utilities and easements shown on the plat in recordance with an irrevocable offer of dedication.

In witness whereof, the undersigned have set their hand this ____ day of _____, 2012

By: _____ _____

David E. Constable Patricia J. Constable

ACKNOWLEDGEMENT

STATE OF UTAH
County of Summit:

On this ____ day of _____, 2012, David E. and Patricia J. Constable personally appeared before me, the undersigned Notary Public in and for said State and County, who after being duly sworn, acknowledged to me that they are the owners of 264 Ontario Avenue Subdivision, that they have signed the above Owner's Dedication and Consent to Record freely and voluntarily for the purposes set forth hereon.

My commission expires _____ _____

NOTARY PUBLIC
RESIDING IN _____ COUNTY _____

NARRATIVE

1. Survey requested by David E. & Patricia J. Constable.
2. Basis of survey: found property monuments as shown.
3. Date of survey: June 26, 2012.
4. Property monuments set or found as shown.
5. Located in the Southeast Quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base & Meridian.
6. The owners of the property should be aware of any items affecting the property that may appear in a title insurance report.
7. Based on the previous boundary survey recorded as Survey File No. Sn-5017 in the office of the Summit County Recorder.

DEED DESCRIPTION

All of Lots 13, 14, 15, and that part of Lot 16, situated Westerly of existing roadway, Block 60, Park City Survey, according to the official plat thereof, on file and of record in the office of the Summit County Recorder.

LEGAL DESCRIPTION

264 ONTARIO AVENUE SUBDIVISION

Beginning at the northwest corner of Lot 15, Block 60, Park City Survey, according to the official plat thereof, on file and of record in the office of Recorder, Summit County, Utah; and running thence along the northerly line of Lots 15 and 16 and the southerly right of way line of 3rd Street, North 66°26'00" East, 63.11 feet to a point on the westerly edge of existing McHenry Avenue; thence along said westerly edge of existing McHenry Avenue, the following three courses: 1) South 10°15'00" East, 24.08 feet; thence 2) South 10°47'00" East, 13.32 feet to a point on the easterly line of Lot 14, Block 60; thence 3) South 16°30'00" East, 36.73 feet to a point on the southerly line of Lot 13, Block 60; thence along said southerly line of Lot 13, South 66°26'00" West, 69.65 feet to the southwest corner of said Lot 13; thence along the westerly line of said Lots 13, 14 and 15 and the easterly right of way line of Ontario Avenue, North 23°35'00" West, 75.00 feet to the Point of Beginning; containing 0.13 acres, more or less.

SURVEYOR'S CERTIFICATE

I, J.D. Galley, a Registered Land Surveyor as prescribed by the laws of the State of Utah and holding License No. 159005, do hereby certify that I have supervised a survey of the hereon described property and that this plat is a true representation of said survey.

_____ _____

Date J.D. Galley PLS#359005

Alliance Engineering, Inc.	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT	PLANNING COMMISSION	ENGINEER'S CERTIFICATE	APPROVAL AS TO FORM	CERTIFICATE OF ATTEST	COUNCIL APPROVAL AND ACCEPTANCE	RECORDER
		APPROVED BY THE PARK CITY PLANNING COMMISSION THIS ____ DAY OF _____, 2012	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ____ DAY OF _____, 2012	APPROVED AS TO FORM THIS ____ DAY OF _____, 2012	I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS ____ DAY OF _____, 2012	APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ____ DAY OF _____, 2012	STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____ DATE ____ TIME ____ BOOK ____ PAGE ____
		BY _____ CHAIRMAN	BY _____ PARK CITY ENGINEER	BY _____ PARK CITY ATTORNEY	BY _____ PARK CITY RECORDER	BY _____ MAYOR	FEE _____ RECORDER

EXHIBIT A

City Council
Staff Report

PARK CITY 1884
PLANNING DEPARTMENT

Subject: 264 Ontario Avenue Subdivision
Author: Kirsten Whetstone, MS, AICP
Application: PL-12-01628
Date: October 25, 2012
Type of Item: Administrative – Plat Amendment

Summary Recommendations

Staff recommends that the City Council review the plat amendment, conduct a public hearing, and consider approving the 264 Ontario Avenue Subdivision plat amendment according to the findings of fact, conclusions of law, and conditions of approval outlined in the attached ordinance.

Topic

Applicant:	David and Patricia Constable, Owners
Location:	264 Ontario Avenue
Zoning:	Historic Residential Low Density (HRL)
Adjacent Land Uses:	Residential
Reason for Review:	Plat amendments require Planning Commission review and City Council approval

Proposal

The applicant is requesting a plat amendment to combine Lots 13, 14, 15 and a portion of Lot 16, Block 60, of the Park City Survey, into one lot of record for an existing "Landmark" Structure located on this property. The house was constructed across property lines and encroaches into the platted Ontario Avenue right-of-way. The applicant desires to construct an addition to the existing historic house. Approximately 96 sf of lot area will be dedicated as McHenry Avenue right-of-way (ROW) and an encroachment easement on Ontario Avenue will be recorded for the existing house and retaining walls.

Purposes of the HRL District

The purposes of the Historic Residential Low-Density (HRL) District are to:

(A) Reduce density that is accessible only by substandard Streets so these Streets are not impacted beyond their reasonable carrying capacity,
(B) Provide an Area of lower density Residential Use within the old portion of Park City,
(C) Preserve the character of Historic residential Development in Park City,
(D) Encourage the preservation of Historic Structures,
(E) Encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District, and maintain existing residential neighborhoods.

(F) Establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment, and
(G)Define Development parameters that are consistent with the General Plan policies for the Historic core.

Background

On August 1, 2012, the City received an application for a plat amendment for the property at 264 Ontario Avenue. The application was deemed complete on August 10, 2012. The plat amendment combines Lots 13, 14, and 15 with a portion of Lot 16, Block 60, of the Park City Survey, into one lot of record for an existing Landmark house (Exhibit A- proposed plat). The resulting lot of record contains 5,677.45 sf. The total property size is 5,773.45 sf and 96 sf will be dedicated with the plat amendment for McHenry Avenue ROW. The proposed lot is 75' wide and 70' deep.

The proposed lot fronts on platted Ontario Avenue to the west. Paved Ontario Avenue is approximately sixteen feet (16') wide and is located entirely outside of the platted ROW in this area. The existing Landmark house, historic porch, and non-historic shed at 264 Ontario encroach up to eight and a half (8 ½) feet into the platted Ontario ROW (Exhibit B- existing conditions).

Platted Ontario Avenue is located on a 45% slope that makes up the front yard of 264 Ontario. The proposed lot also has frontage on existing, paved McHenry Avenue to the east. McHenry Avenue is approximately thirteen feet (13') wide in this location and is also not located within the platted McHenry ROW in this area.

The existing house is listed on the Park City Historic Sites Inventory as a "Landmark" structure. The house was constructed in or around the year of 1890. The existing house crosses over the northerly property line of lot 14 onto adjacent lot 15 and across the southerly property line of Lot 14 onto adjacent lot 13, and also encroaches onto the platted Ontario Avenue. All of the property is owned in common by the owner of the historic structure at 264 Ontario Avenue. The owner does not propose to move the house. The shed is not indicated on the Sanborn maps.

The applicant desires to build an addition to the rear of the Landmark house but cannot do so without a plat amendment to remove internal lot lines that go through the existing house. A plat amendment must be approved and recorded prior to issuance of a building permit. Additionally, a Steep Slope Conditional Use Permit application will be required for construction of more than 1,000 sf because the property exceeds thirty percent (30%) slope.

The property is located within the Historic Residential Low Density (HRL) zoning district. All future applications for construction of an addition must comply with the Land Management Code (LMC) and the Park City Historic District Design (HDDR) Guidelines.

On October 10, 2012, the Planning Commission conducted a public hearing, discussed the plat amendment application, and voted unanimously to forward a

positive recommendation to the City Council (see Exhibit H- draft PC meeting minutes). No public input was provided at the meeting.

Analysis

The application is a plat amendment to create one lot of record at 264 Ontario Avenue. The existing Landmark structure has existed across the lot lines since it was constructed in or around the year of 1890.

The proposed plat amendment will create one lot of record that is seventy five feet (75') wide by seventy (70') deep. Lot depth is the minimum distance between the front and rear property line and because of the proposed ROW dedication the south property line is seventy (70') deep. The area of the proposed lot is 5,677.45 square feet (this does not include the ninety six (96) square feet of area to be dedicated for McHenry Avenue). The minimum lot size in the HRL zoning district is 3,750 square feet. The minimum lot width in the HRL zone is thirty five feet (35'); measured fifteen feet back from the Front lot line.

The following table explains the site requirements for lots within the HR-1 zoning district and how the proposals comply with the zoning regulations:

Required	Proposed Lot
Lot Size: Minimum 3,750 square feet	5,677.45 square feet- complies with minimum required. Does not include ROW.
Density: Minimum lot size for single family dwelling is 3,750 square feet and duplexes are not allowed.	One single family dwelling- complies and is an allowed use.
Front yard. The minimum front yard is ten feet (10').	Existing historic home encroaches 8.5 feet over the front property line- this is an existing legal non-complying setback.
Rear yard. The minimum rear yard is ten feet (10').	Existing historic home is 55' from rear lot line and complies with the minimum of 10'.
Side yard. The minimum side yard is 5 feet (5') with a combined minimum of 18 feet (18').	Existing historic home is 10 feet from the north side lot line- complies. The existing historic home is 25' from the south side lot line- complies.
Footprint: based on 5,677.45 sf lot is 2,064 sf.	2,064 sf maximum footprint. The existing historic home has a footprint of 793 sf. Maximum additional footprint is 1,271 sf subject to HDDR and Steep Slope CUP.

Footprint/House Size Analysis

The maximum footprint for the lot combination (based on the proposed lot size as permitted by the LMC) is 2,064 sf. The existing historic house has a footprint of 793 square feet, not including the porch. The total permitted additional footprint is 1,271 sf. The plat amendment is consistent with the purposes of the zone to combine lots, decrease the overall density, and preserve the historic home in its existing location. Other plat amendments in the neighborhood have resulted in similar or larger maximum footprints and have not been further restricted by a

condition of the plat, but required to comply with the footprint that results from the footprint formula in the LMC (see Table 1). In this area, the average footprint of combined lots greater than the standard 3,750 sf, is 2,283 sf

The total actual amount of footprint and floor area of any future addition is subject to Historic District Design Review and Steep Slope CUP approval. The applicant has hired an architect to begin designing an addition and has been before the Design Review Team with a pre-HDDR application; however no Steep Slope CUP or HDDR applications have been submitted. The LMC in the HRL zone limits setbacks, building footprint, building height, and maximum number of stories. Additionally, the Steep Slope CUP criteria indicate that an adverse impact could be mitigated by a house size reduction. Given the existing location of the historic structure and the setbacks established with the plat amendment Staff finds that the lot combination would not result in a significantly larger footprint than exists in this neighborhood and is less than the average footprint of larger combined lots in the neighborhood (Exhibit C). Staff finds that the plat amendment complies with the Land Management Code.

Table 1 – Footprint/House Size Analysis

Plat name	Map letter	Address	Total Lot Area (sf)	Allowed Footprint per LMC (sf) per Lot	Restricted Footprint per Plat (sf)
Thomas & Dickens Sub	A	265/275 Ontario	Lot 1- 4,081 Lot 2- 3910 ROW-1,788	1,623 1,570	n/a
308 Ontario Subdivision	B	308 Ontario	Lot 1- 5,387	1,991	n/a*
321 McHenry Subdivision	C	321 McHenry	Lot 1- 4,610	1,779	n/a
331 McHenry Subdivision	D	331 McHenry	Lot A- 8,345 Lot B- 3,750 Lot C- 3,750	2,610 1,518 1,518	n/a n/a n/a
335 McHenry Replat	E	335 McHenry	Lot 1- 9,603	2,795	n/a
Baer Subdivision	F	253 McHenry	Lot 1- 3,657 ROW- 2,843 Total- 6,500	2,256	2,256**
Ivers/Baer Replat	G	235 McHenry, et all	Lot 1- 3,750 Lot 2- 6,430 Lot 3- 6,078	1,518 2,241 2,161	n/a n/a n/a
Rossie Hill Subdivision	H	310-350 McHenry	Lot 1- 15,324 Lot 2- 5,908 Lot 3- 9,606 Lot 4- 7,684	3,238 2,119 2,799 2,494	3,118*** n/a 2,627 2,383
264 Ontario Subdivision		**264 Ontario**	**Lot 1- 5,677 ROW- 96 sf Total- 5,773**	**2,064 (not including the dedicated ROW area)**	**n/a****

* n/a indicates that the footprint was not restricted with the plat amendment.
** Plat allows footprint to be based on lot size plus dedicated ROW, then utilize the LMC formula.
*** Restricted due to a platted non-disturbance area that didn't count into footprint calculations.
**** Average footprint of re-platted lots (of lots greater than 3,750 sf), in this area, is 2,283 sf. The average footprint for all re-platted lots within these replats is 2,140 sf.

Good Cause
"Good cause", is defined in the Land Management Code as "Providing positive benefits and mitigating negative impacts, determined on a case by case basis to include such things as: providing public amenities and benefits, resolving existing issues and non-conformities, addressing issues related to density, promoting excellent and sustainable design, utilizing best planning and design practices, preserving the character of the neighborhood and Park City and furthering the health, safety, and welfare of the Park City community." Conditions of approval, stipulated to by the applicant, further enhance the good cause and preserve the character of the neighborhood.

Staff finds good cause for this plat amendment as it will combine all of the property owned by the owner at this location; dedicate property and snow storage easements for McHenry Avenue, decrease density by combining lots and resolve encroachment issues created by the existing house.

Process
This application combines the property associated with the existing historic house and removes interior property lines that the house was constructed over. This process does not approve any future construction. Prior to issuance of any building permits, the applicant would have to submit a Historic District Design Review application, requiring noticing of the adjacent property owners. A Steep Slope Conditional Use Permit (CUP) application is also required per the LMC for any construction of more than 1,000 square feet of floor area on a slope of 30% or greater. The applicant has hired an architect to design the addition and has been before the Design Review Team with a pre-HDDR; however no CUP or HDDR applications have been submitted yet. Approval of this plat amendment application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC 1-18.

Department Review
The Planning Department has reviewed this request. The request was discussed at Internal Development Review meetings where representatives from local utilities and City Staff were in attendance. There are no outstanding issues regarding this plat amendment that are not addressed by the conditions of approval.

Notice
Notice of this hearing was sent to property owners within 300 feet and the property was posted fourteen days in advance of the public hearing. Legal notice was also published in the Park Record.

Public Input
No public input has been received at the time of writing this report.

Alternatives
- **Approve:** The City Council may approve the 264 Ontario Avenue Subdivision as conditioned; or
- **Deny:** The City Council may deny the 264 Ontario Avenue Subdivision and

direct staff to make Findings for this decision and return at a date certain; or

- **Modify:** The City Council may amend the 264 Ontario Avenue Subdivision; or
- **Continue:** The City Council may continue the discussion on the 264 Ontario Avenue Subdivision to a date certain and provide staff and the applicant with direction as to any additional information requested in order to make a decision on this matter.
- **Do nothing:** This is not an option on an administrative application when the applicant has petitioned the City Council to take an action.

Significant Impacts

There are not significant impacts from the proposed subdivision.

Consequences of not taking the Recommended action

An addition could not be built across a property line and the encroachments would need to be addressed prior to issuance of building permits for any additional construction.

Recommendation

Staff recommends that the City Council review the plat amendment, conduct a public hearing, and consider approving the 264 Ontario Avenue Subdivision plat amendment according to the findings of fact, conclusions of law, and conditions of approval as outlined in the attached ordinance.

Exhibits

Ordinance
Exhibit A – Proposed plat
Exhibit B – Existing conditions survey
Exhibit C – Aerial
Exhibit D – Photos
Exhibit E – Draft minutes of the October 10th Planning Commission meeting

Ordinance No. 12-

AN ORDINANCE APPROVING THE 264 ONTARIO AVENUE SUBDIVISION COMBINING LOTS 13, 14, 15 AND A PORTION OF 16, BLOCK 60, OF THE PARK CITY SURVEY, INTO ONE LOT OF RECORD FOR 264 ONTARIO, LOCATED IN PARK CITY, SUMMIT COUNTY, UTAH

WHEREAS, the owner of the properties known as 264 Ontario Avenue, has petitioned the City Council for approval of a plat amendment combining Lots 13, 14, 15, and a portion of 16, Block 60 of the Park City Survey; 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; and

WHEREAS, the Planning Commission held a public hearing on October 10, 2012, to receive input on the 264 Ontario Avenue Subdivision; and

WHEREAS, the Planning Commission, on October 10, 2012, forwarded a positive recommendation to the City Council; and

WHEREAS, on October 25, 2012, the City Council conducted a public hearing on the 264 Ontario Avenue Subdivision; and

WHEREAS, it is in the best interest of Park City, Utah to approve the 264 Ontario Avenue Subdivision.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The 264 Ontario Avenue Subdivision as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 264 Ontario Avenue within the Historic Residential Low (HRL) zoning district.
2. On August 1, 2012, the property owner submitted an application to the Planning Department for the proposed plat amendment.
3. The application was deemed complete on August 10, 2012.
4. The plat amendment combines Lots 13, 14, and 15 with a portion of Lot 16, Block 60, of the Park City Survey, into one lot of record for an existing Landmark house.
5. The proposed plat amendment will create one (1) lot of record that is seventy five feet (75') wide by seventy feet (70') feet deep. The minimum lot

width in the HRL zone is thirty five feet (35'). The lot depth is the minimum distance from the front property line to the rear property line.

6. The area of the proposed lot is 5,677.45 sf (5,773.45 square feet minus 96 square feet of area dedicated to the McHenry Avenue ROW). The minimum lot size in the HRL zoning district is 3,750 square feet.
7. There is an existing historic Landmark structure on the property that is listed on the Park City Historic Sites Inventory.
8. The Landmark structure was constructed in or around the year 1890 across lot lines between Lots 13 and 14. A non-historic lean-to shed crosses from Lot 14 to 15, Block 60 of the Park City survey. The house encroaches onto platted Ontario Avenue.
9. The applicant cannot obtain a building permit to build an addition to the historic house if it crossing an internal lot line. A plat amendment must be recorded prior to issuance of a building permit for a future addition.
10. The owner is not proposing to move the house from its existing location.
11. The property has frontage on platted Ontario Avenue and existing McHenry Avenue.
12. A 96 square foot portion of McHenry Avenue exists on the subject property.
13. The porch and front of the Historic Structure encroaches up to eight and a half (8 ½) feet into the platted Ontario Avenue ROW.
14. Maximum footprint allowed on the lot is 2,064 square feet. The footprint of the existing landmark structure is 793 square feet.
15. The neighborhood is characterized by a mix of single family historic homes and single family non-historic homes on single and combinations of "Old Town" lots. The average footprint of re-platted lots greater than 3,750 sf, in the surrounding area is 2,283 square feet per the findings in Table 1.
16. The lots are situated on narrow streets, namely, Ontario Avenue and McHenry Avenue which are not located within their respective platted rights-of way. There is little or no available on-street parking in this neighborhood. Snow removal from McHenry may put snow onto the first 10' of the proposed lot fronting McHenry. Snow removal from Ontario occurs onto platted Ontario Avenue and therefore no snow storage easements on the lot area fronting Ontario are necessary. Paved Ontario is twenty feet below and forty (40') to sixty (60') to the west of the proposed lot.
17. All findings within the Analysis section are incorporated herein.

<u>Conclusions of Law:</u>

1. There is good cause for this plat amendment.
2. The plat amendment is consistent with the Park City Land Management Code and applicable State law.
3. The public will not be materially injured by the proposed plat amendment.
4. As conditioned the plat amendment is consistent with the Park City General Plan.

<u>Conditions of Approval</u>

1. The City Attorney and City Engineer will review and approve the final form and content of the plat for compliance with the Land Management Code and conditions of approval prior to recordation of the plat amendment.
2. The applicant will record the plat amendment at the County within one year

from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.

3. The plat must be recorded prior to issuance of a building permit for any additions to the historic structure.
4. A 10 foot wide public snow storage easement will be located along the property's frontage with McHenry Avenue. The easement shall be indicated on the final plat.
5. Modified 13-D sprinklers will be required for all new construction and noted on the plat.
6. An encroachment easement into Ontario Avenue, for the existing historic house, porch, shed, and retaining walls, shall be recorded and the recording information shall be indicated on the final plat, prior to recordation of this plat amendment.
7. Approximately ninety-six (96) square feet of property shall be dedicated to Park City as McHenry Avenue ROW and shall be so indicated on the final plat.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

APPROVED AND ADOPTED this _____ day of October 2012.

PARK CITY MUNICIPAL CORPORATION

_____
Dana Williams, Mayor

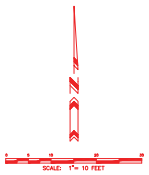
Attest:

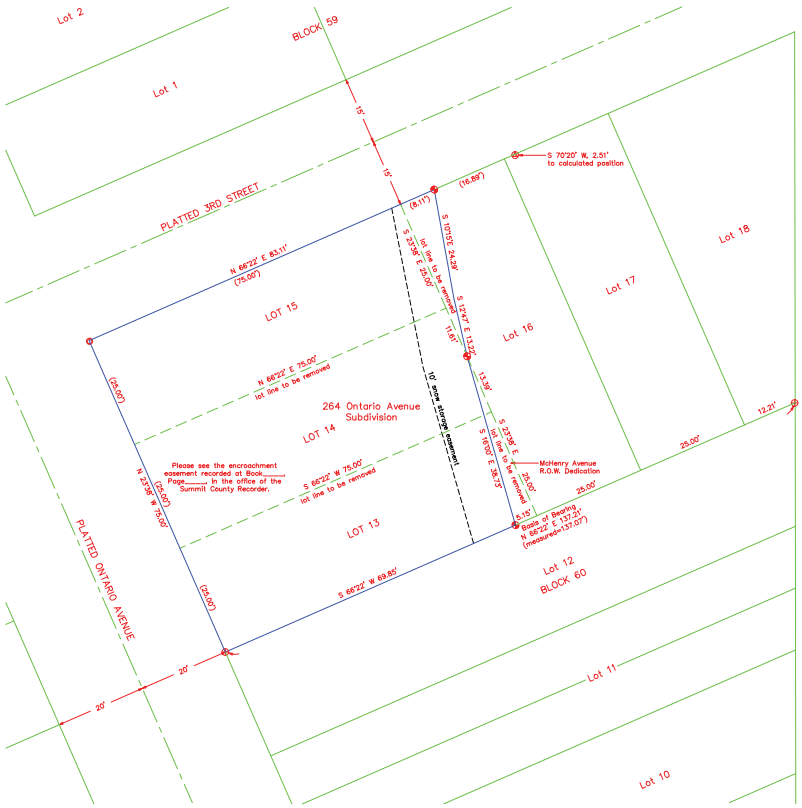
_____
Janet M. Scott, City Recorder

Approved as to form:

_____
Mark D. Harrington, City Attorney

264 Ontario Avenue Subdivision
a replat of Block 60, Lots 13, 14, 15 and a portion of Lot 16





Legend

- ⊕ Found rebar & cap–LS 359005
- ⊗ Found rebar & cap–LS 154491
- O Found 5/8" rebar–no cap
- ⊕ Set 5/8" rebar & plastic cap

OWNER'S DEDICATION AND CONSENT TO RECORD

Know all men by these presents that David E. and Patricia J. Constable, the undersigned owners of the hereon described 264 Ontario Avenue Subdivision, Block 60, Park City Survey, having caused this Plat Amendment to be made do hereby consent to the recordation of this Record of Survey Plat in the office of the County Recorder of Summit County, Utah in accordance with Utah Law.
Also, the owners hereby irrevocably offer for dedication to the City of Park City all the streets, land for local government uses, utilities and easements shown on the plat in accordance with an irrevocable offer of dedication.
In witness whereof, the undersigned have set their hand this _____ day of _____, 2012.

By: _____ _____
David E. Constable Patricia J. Constable

ACKNOWLEDGEMENT

STATE OF UTAH
County of Summit:

On this ____ day of_____, 2012, David E. and Patricia J. Constable personally appeared before me, the undersigned Notary Public in and for said State and County, who after being duly sworn, acknowledged to me that they are the owners of 264 Ontario Avenue Subdivision, that they have signed the above Owner's Dedication and Consent to Record freely and voluntarily for the purpose set forth hereon.

My commission expires: _____ _____
NOTARY PUBLIC
RESIDING IN _____ COUNTY,_____

NARRATIVE

1. Survey requested by: David E. & Patricia J. Constable.
2. Basis of survey: found property monuments as shown.
3. Date of survey: June 28, 2012.
4. Property monuments set or found as shown.
5. Located in the Southeast Quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base & Meridian.
6. The owners of the property should be aware of any items affecting the property that may appear in a title insurance report.
7. Based on the previous boundary survey recorded as Survey File No. S–5617 in the office of the Summit County Recorder.

DEED DESCRIPTION

All of Lots 13, 14, 15, and that part of Lot 16, situated Westerly of existing roadway, Block 60, Park City Survey, according to the official plat thereof, on file and of record in the office of the Summit County Recorder.

LEGAL DESCRIPTION

264 ONTARIO AVENUE SUBDIVISION

Beginning at the northwest corner of Lot 15, Block 60, Park City Survey, according to the official plat thereof, on file and of record in the office of Recorder, Summit County, Utah; and running thence along the northerly line of Lots 15 and 16 and the southerly right of way line of 3rd Street, North 66°22'00" East, 83.11 feet to a point on the westerly edge of existing McHenry Avenue; thence along said westerly edge of existing McHenry Avenue, the following three courses: 1) South 10°15'00" East, 24.29 feet; thence 2) South 12°47'00" East, 13.22 feet to a point on the easterly line of Lot 14, Block 60; thence 3) South 16°00'00" East, 38.73 feet to a point on the southerly line of Lot 13, Block 60; thence along said southerly line of Lot 13, South 66°22'00" West, 69.85 feet to the southwest corner of said Lot 13; thence along the westerly line of said Lots 13, 14 and 15 and the easterly right of way line of Ontario Avenue, North 23°38'00" West, 75.00 feet to the Point of Beginning; containing 0.13 acres, more or less.

SURVEYOR'S CERTIFICATE

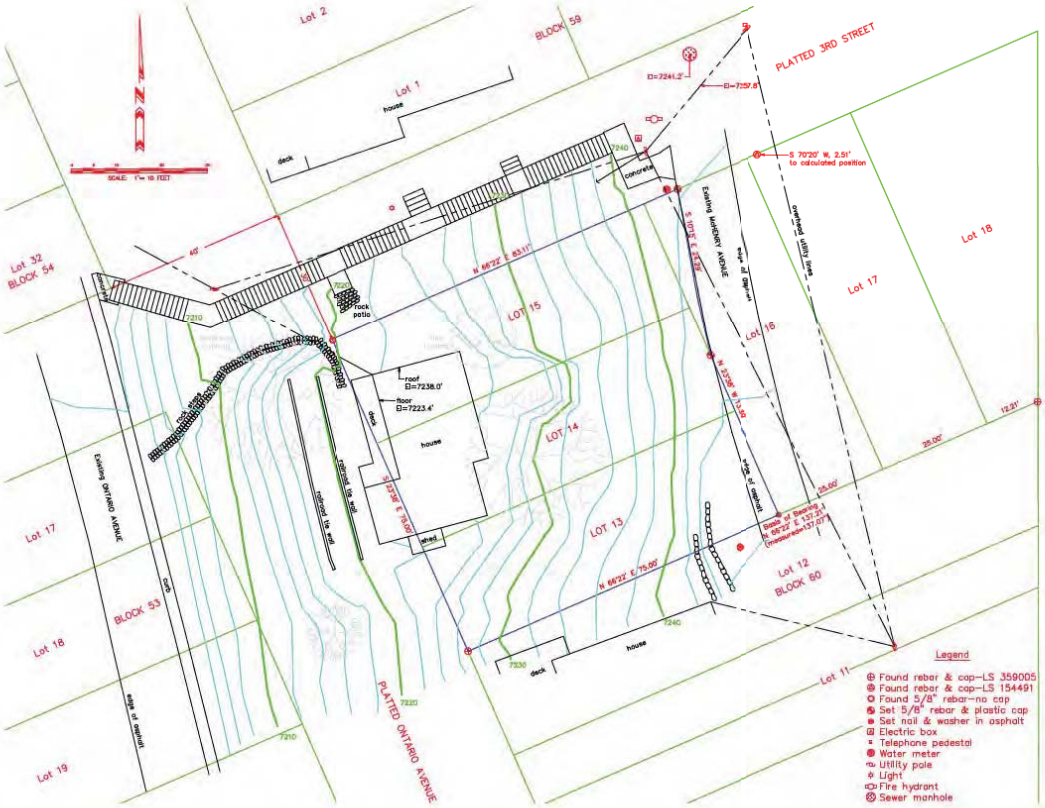
I, J.D. Galley, a Registered Land Surveyor as prescribed by the laws of the State of Utah and holding License No. 359005, do hereby certify that I have supervised a survey of the hereon described property and that this plat is a true representation of said survey.

_____ _____
Date J.D. Galley RLS#359005

EXHIBIT A

Alpine Survey, Inc. 19 Prospector Drive Park City, Utah 84060 (435) 655–8016	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS ____ DAY OF _____, 2012. BY: _____ SNYDERVILLE BASIN WATER RECLAMATION DISTRICT	PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS ____DAY OF _____, 2012 BY _____ CHAIRMAN	ENGINEER'S CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS _____ DAY OF _____, 2012 BY _____ PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS ____ DAY OF _____, 2012 BY _____ PARK CITY ATTORNEY	CERTIFICATE OF ATTEST I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS ____ DAY OF _____, 2012 BY _____ PARK CITY RECORDER	COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ____ DAY OF _____m 2012 BY _____ MAYOR	RECORDED STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____ DATE _____ TIME _____ BOOK _____ PAGE _____ _____ FEE _____ RECORDER

Park City Survey
Block 60, Lots 13, 14, 15 and a portion of Lot 16



NARRATIVE

1. Survey requested by: David Constable.
2. Purpose of survey: locate the deed description, the improvements and the topographic relief.
3. Basis of survey: found property monuments as shown.
4. Date of survey: June 28, 2012.
5. Property monuments set or found as shown.
6. Located in the Southeast Quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base & Meridian.
7. See the official plats of The Park City Survey for other possible easements, restrictions or setbacks.
8. The owner of the property should be aware of any items affecting the property that may appear in a title insurance report.
9. The elevation of 7161.75 feet at the Street Monument at the intersection of 4th Street and Ontario Avenue, according to the Park City Monument Control Map, is the basis of the elevations for this survey.
10. See the previous survey of the property recorded as Survey File No.S-5617 in the office of the Summit County Recorder.

DEED DESCRIPTION

All of Lots 13, 14, 15 and that part of Lot 16 situated westerly of existing roadway, Block 60, Park City Survey, according to the official plat thereof, on file and of record in the office of the Summit County Recorder.

SURVEYOR'S CERTIFICATE

I, J.D. Galley, a Registered Land Surveyor as prescribed by the laws of the State of Utah and holding License No. 359005, do hereby certify that I have supervised a survey of the hereon described property and that this plat is a true representation of said survey.

Date

J.D. Galley RLS#359005

Alpine Survey, Inc.
19 Prospector Drive
Park City, Utah 84060
(435) 655-8016

EXHIBIT B

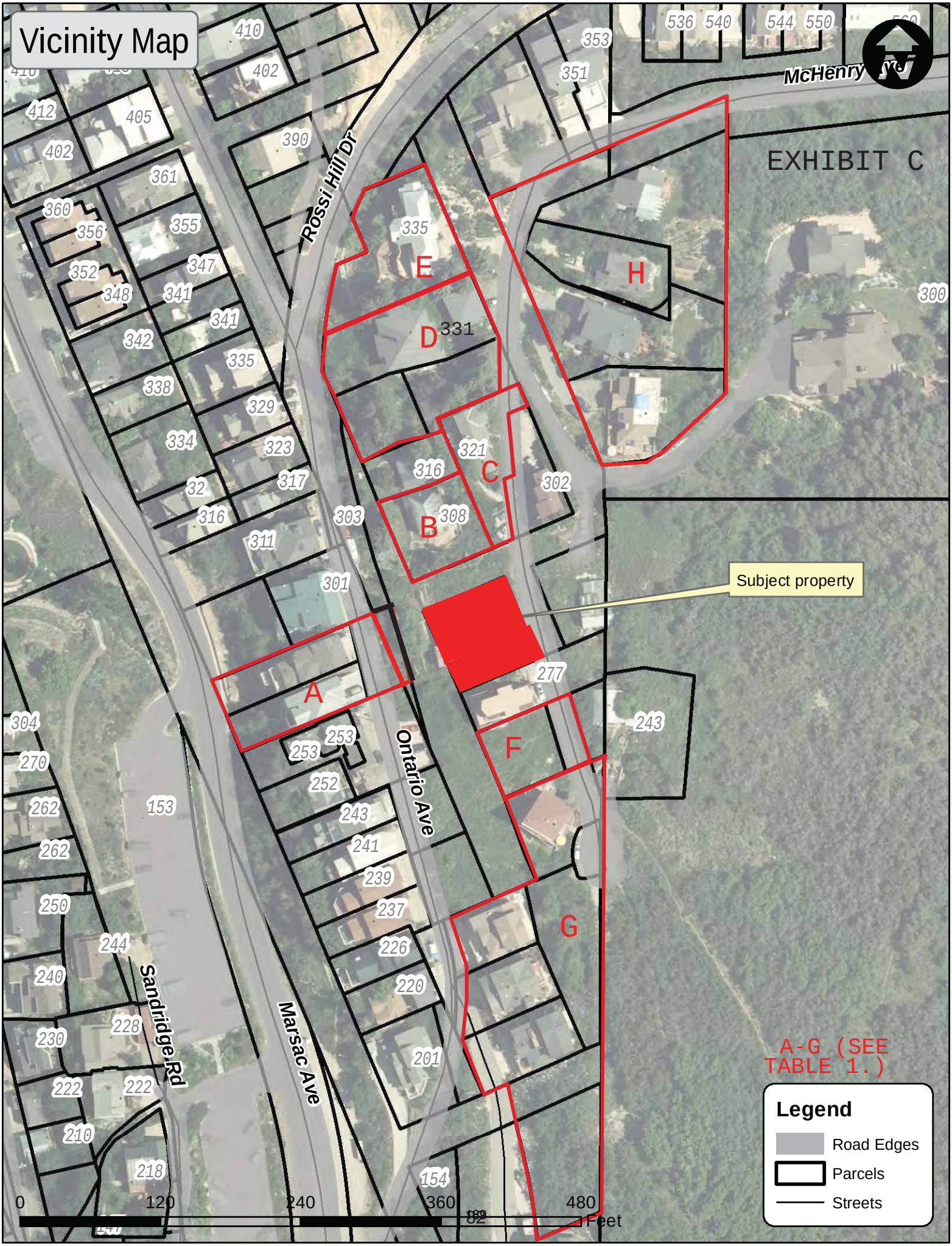

Vicinity Map
EXHIBIT C
McHenry Ave
Rossi Hill Dr
Ontario Ave
Marsac Ave
Sandridge Rd
Subject property
A
B
C
D
E
F
G
H
331
0
120
240
360
480
Feet
A-G (SEE TABLE 1.)
Legend
Road Edges
Parcels
Streets

EXHIBIT D

35

86

87

PARK CITY MUNICIPAL CORPORATION
PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS
MARSAC MUNICIPAL BUILDING
OCTOBER 10, 2012

EXCERPT
DRAFT MINUTES

COMMISSIONERS IN ATTENDANCE:

Chair Nann Worel, Brooke Hontz, Jack Thomas, Mick Savage, Adam Strachan, Charlie Wintzer

EX OFFICIO:

Thomas Eddington, Planning Director; Kirsten Whetstone, Planner; Francisco Astorga, Planner; Polly Samuels McLean, Assistant City Attorney

==========

REGULAR MEETING

ROLL CALL

Chair Worel called the meeting to order at 5:35 p.m. and noted that all Commissioners were present except Commissioner Gross, who was excused.

REGULAR AGENDA - DISCUSSION/PUBLIC HEARINGS/ POSSIBLE ACTION

1. <u>264 Ontario Avenue – Plat Amendment</u>
(Application #PL-12-01628)

Commissioner Wintzer disclosed that he lives in the neighborhood; however, he did not believe that would affect his decision on this plat amendment.

Planner Whetstone reviewed the application for a plat amendment to combine three lots and small portion of a fourth lot of Block 60 of the Park City Survey, located at 264 Ontario Avenue. The request was to combine the lots into one lot of record for an existing landmark structure. The existing house has been designated as a Landmark structure on the Historic Sites Inventory. The house was constructed across property lines and the applicant owns all three lots, as well as the small portion.

Planner Whetstone presented the existing conditions survey. She indicated a large slope on the edge of Ontario that goes all the up and noted that the porch and a portion of the house sits in the platted right-of-way. She pointed out the location of existing McHenry and noted that some of the existing paved McHenry sits on Lots 14 and 15.

The property is in the HRL zone, which requires a minimum combination of two lots. The zone also requires that any future applications go through a Historic District Design Review. If the slope is 30% or greater and the applicant proposes more than 1,000 square feet, a Steep Slope CUP would be required. Planner Whetstone stated that the maximum footprint for this particular lot combination is 2,064 square feet. The combined lots would be 5,677 square feet. The existing house has a footprint of 793 square feet, which does not include the porch. The total additional footprint is 1,271 square feet.

The Staff did an analysis of lot combinations in the area and found that most of the lot combinations that exceed 3750 square feet did not have a restricted footprint. The lot with a restricted footprint in the Bear Subdivision was 6500 square foot. Planner Whetstone clarified that the footprint was restricted because it took out the right-of-way. Therefore, the size was based on the lot and not the right-of-way. Planner Whetstone stated that the average of the lots greater than 3750 square feet and went through a plat amendment was 2,280 square feet. The applicants were proposing 2,064 square feet. The average footprint of all the replatted lots, including the ones that are 3750, is 2,140.

Planner Whetstone noted that based on a formula in the Code for the entire zone, as the lot size increases the footprint increases at a decreasing rate. The Staff recommended that the footprint be based on the lot formulate in the Code for the HRL zone.

Commissioner Hontz asked if the hatched area shown on the subject property should also include the one lot to the south. From looking at the existing conditions slide, it appeared that the three lots included that portion. Planner Whetstone agreed that it should be included.

Commissioner Hontz asked if the City still maintains the right-of-way on McHenry Avenue in that area. Director Eddington replied that the right-of-way has not been vacated. Planner Whetstone distributed copies of a revised plat showing the right-of-way that was proposed to be dedicated. She noted that the lot size did not include the dedicated area and the footprint would not be based on the dedicated right-of-way.

The Staff recommended that the Planning Commission conduct a public hearing and consider forwarding a positive recommendation to the City Council for the 264 Ontario Avenue Subdivision plat, according to the findings of fact, conclusions of law and conditions of approval outlined in the draft ordinance.

David Constable, the applicant, stated that he has owned the property for 12 years and up to this point they have had good tenants. It has typically been a low-income situation. He and his wife currently live on Deer Valley Drive and they would like to move forward with this project. Mr. Constable believes it will be a benefit to the neighborhood and the size will be compatible. Since it is historic it will fit with the neighborhood. He stated that currently three tenants live on the property and all three park on Ontario. If his project is completed, it will remove some of the cars off of Ontario and put parking on McHenry. Mr. Constable believed the McHenry access would benefit Ontario.

Commissioner Strachan referred to page 42 of the Staff report showing the subject property crosshatched in red and Lot A west of the subject property. He wanted to know what had occurred with that lot in terms of the encroachment on to Ontario Avenue. Planner Whetstone indicated the area from that subdivision that was dedicated to Ontario. Commissioner Strachan asked how that affected the porch of this landmark structure because it was also encroaching. Planner Whetstone stated that an encroachment agreement would be required. Director Eddington clarified that the City would not give up public property. The intent would be to record the encroachment agreement.

Commissioner Strachan stated that he was looking towards the future because many other lots in the area have the same issue.

Commissioner Hontz asked if there would be no need for a further right-of-way beyond the edge of the asphalt on McHenry. City Engineer Cassel stated that additional right-of-way would not be necessary. The intent is to establish McHenry and keep it the way it is. There is no future plan to expand the width of McHenry. Commissioner Hontz pointed out that McHenry is a very narrow street.

Chair Worel opened the public hearing.

There were no comments.

Chair Worel closed the public hearing.

Commissioner Hontz remarked that this was a fantastic landmark structure and she believed the lot combination would help the applicant improve and preserve the structure. However, she was concerned about what they could see in the Steep Slope CUP and hoped that it would be reasonable. Commissioner Hontz noted that the Planning Commission has seen a number of applications where another structure, such as an accessory building, comes in with multiple stories; and/or the main house also goes up in size creating a cascading creep up the hill. She asked if that issue should be addressed at this point. Commissioner Hontz thought it made better sense to come in from McHenry and have one story above ground. It would fit well on the site versus something taller.

Commissioner Hontz noted that there was no recommendation or condition of approval that prohibits moving the house. She believed one of the attractions of the lot is that the house is in the right location. Planner Whetstone replied that it was included as a condition but it was apparently redlined out.

Director Eddington remarked that because the structure is listed on the Historic Sites Inventory as a Landmark structure it cannot be relocated unless it qualifies for movement based on an assessment by the Chief Building Officer and deemed unsafe or has threatening conditions. This particular structure does not qualify for movement.

Commissioner Hontz asked if they could add language indicating that the structure does not qualify for movement. Assistant City Attorney McLean stated that the process and decision regarding movement of the house is the purview of the Historic Preservation Board review. It was not part of this process.

Commissioner Thomas was comfortable with the conditional use permit process on steep slopes. Given the experience and expertise of the project architect, he was sure the applicant and his architect could come up with a design that is compatible with the historic nature of the building.

Commissioner Wintzer was concerned about potential stories given the number of recent applications with a three-story structure behind an existing three-story structure. He believed it was

an issue worth discussing. Commissioner Wintzer suggested that one story above street and one story below street would be a large enough garage and it would resolve the concerns of a third story creep.

Chair Worel thought that would be addressed in the CUP process. Commissioner Wintzer pointed out that if it is allowed the Planning Commission would not have the opportunity to control it. Commissioner Strachan stated that the only tool would be to restrict the footprint. Commissioner Wintzer replied that restricting the height of the accessory structure would address the concern. Commissioner Strachan remarked that the height could also be restricted in the CUP process. Commissioner Wintzer concurred. Commissioner Thomas stated that the CUP process was the appropriate time to address those issues.

Commissioner Hontz pointed out that David White, the project architect, was the architect for another project where the number of stories was an issue. She believed Mr. White was was well aware of the Planning Commission's position based on those discussions.

Commissioner Strachan felt it was a common problem with this section of the Land Management Code because Good Cause is a worthless standard. He noted that the LMC defines Good Cause as, "Providing positive benefits and mitigating negative impacts determined on case by case basis." Commissioner Strachan thought the Planning Commission should have a broader discussion at another time about whether or not the LMC should be amended regarding this issue. However, for this application he believed there was good cause for the plat amendment.

Commissioner Wintzer stated that from living in the neighborhood he also sees the plat amendment as a positive. He clarified that the comments regarding stories was not directed to the neighborhood. It was a broader context based on past experience. If they open the door to allow an accessory building, the question is whether or not to restrict the size.

Commissioner Strachan stated that he views the neighborhood as two sections, where the west side of Ontario is a classic Old Town 25' x 75' lots and the east side is not. For whatever reason, the two sides were designed differently and they have not evolved the same. Commissioner Strachan thought the CUP process was the appropriate time to look at ways to make the project compatible with both sides of the street because they are different.

MOTION: Commissioner Thomas moved to forward a POSITIVE recommendation to the City Council for the plat amendment at 264 Ontario Avenue Subdivision in accordance with the Findings of Fact, Conclusions of Law and Conditions of Approval as outlined in the attached ordinance. Commissioner Wintzer seconded the motion.

VOTE: The motion passed unanimously.

<u>Finding of Fact – 264 Ontario Avenue</u>

1. The property is located at 264 Ontario Avenue within the Historic Residential Low (HRL) zoning district.

2. On August 1, 2012 the property owner submitted an application to the Planning Department for the proposed plat amendment.

3. The application was deemed complete on August 10, 2012.

4. The plat amendment combines Lots 13, 14, and 15 with a portion of Lot 16, Block 60, of the Park City Survey, into one lot of record for an existing Landmark house.

5. The proposed plat amendment will create one (1) lot of record that is seventy five feet (75') wide by seventy fee (70') feet deep. The minimum lot width in the HRL zone is thirty five feet (35'). The lot depth is the minimum distance from the front property line to the rear property line.

6. The area of the proposed lot is 5,677.45 sf (5,773.45 square feet minus 96 square feet of area dedicated to the McHenry Avenue ROW). The minimum lot size in the HRL zoning district is 3,750 square feet.

7. There is an existing historic Landmark structure on the property that is listed on the Park City Historic Sites Inventory.

8. The Landmark structure was constructed in or around the year 1890 across lot lines between Lots 13 and 14. A non-historic lean-to shed crosses from Lot 14 to 15, Block 60 of the Park City survey. The house encroaches onto platted Ontario Avenue.

9. The applicant cannot obtain a building permit to build an addition to the historic house if it crosses an internal lot line. A plat amendment must be recorded prior to issuance of a building permit for a future addition.

10. The owner is not proposing to move the house from its existing location.

11. The property has frontage on platted Ontario Avenue and existing McHenry Avenue.

12. A 96 square foot portion of McHenry Avenue exists on the subject property.

13. The porch and front of the Historic Structure encroaches up to eight and a half (8-1/2) feet into the platted Ontario Avenue ROW.

14. Maximum footprint allowed on the lot is 2,064 square feet. The footprint of the existing landmark structure is 793 square feet.

15. The neighborhood is characterized by a mix of single family historic homes and single family non-historic homes on single and combinations of "Old Tow" lots. The average footprint of re-platted lots greater than 3,750 sf, in the surrounding area is 2,283 square feet per the findings in Table 1.

16. The lots are situated on narrow streets, namely Ontario Avenue and McHenry Avenue, which are not located within their respective platted rights-of-way. There is little or no available on-street parking in this neighborhood. Snow removal from McHenry may put snow onto the first 10' of the proposed lot front McHenry. Snow removal from Ontario occurs onto platted Ontario Avenue and therefore no snow storage easements on the lot area fronting Ontario are necessary. Paved Ontario is twenty feet below and forty (40') to sixty (60') to the west of the proposed lot.

17. All findings within the Analysis section are incorporated herein.

Conclusions of Law – 264 Ontario Avenue

1. There is good cause for this plat amendment.

2. The plat amendment is consistent with the Park City Land Management Code and applicable State law.

3. The public will not be materially injured by the proposed plat amendment.

4. As conditioned the pat amendment is consistent with the Park City General Plan.

Conditions of Approval – 264 Ontario Avenue

1. The City Attorney and City Engineer will review and approve the final form and content of the plat for compliance with the Land Management Code and conditions of approval prior to recordation of the plat amendment.

2. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void, unless a request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.

3. The plat must be recorded prior to issuance of a building permit for any additions to the historic structure.

4. A 10-foot wide public snow storage easement will be located along the property's frontage with McHenry Avenue. The easement shall be indicated on the final plat.

5. Modified 13-D sprinklers will be required for all new construction and noted on the plat.

6. An encroachment easement into Ontario Avenue, for the existing historic house, porch, shed and retaining walls shall be recorded and the recording information shall be indicated on the final plat, prior to recordation of this plat amendment.

7. Approximately ninety-six (96) square feet of property shall be dedicated to Park City as McHenry Avenue ROW and shall be so indicated on the final plat.

V CONSENT AGENDA ***(Items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon under "Additional Discussion – Agenda Items")***

1. Consideration of a Resolution proclaiming November 1, 2012 as Extra Mile Day in Park City, Utah - and

2. Consideration of a Resolution proclaiming the month of November as Pancreatic Cancer Awareness Month in Park City, Utah - and

3. Consideration of authorization to enter into a contract to purchase a license and five year software maintenance agreement, in a form approved by the City Attorney's Office, with Azteca Cityworks AMS in the amount of $64,900 – Liza Simpson, "I move we approve the Consent Agenda". Alex Butwinski seconded. Motion carried.

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

VI NEW BUSINESS

1. Consideration of the Richards/PCMC Annexation Petition – The Mayor opened the public hearing; there was no input. The Mayor requested a motion to continue to a date uncertain. Dick Peek, "I so move". Andy Beerman seconded. Motion carried.

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

2. Consideration of an Ordinance approving the 264 Ontario Avenue Subdivision, combining Lots 13, 14, 15 and a portion of 16, Block 60 of the Park City Survey, into one lot of record for 264 Ontario, located in Park City, Summit County, Utah – Kirsten Whetstone relayed that Patricia Constable is the owner and David White, the architect. The structure is a historic landmark structure and was constructed over Lots 13, 14, and 15 and a portion of 16 so the applicant is requesting a plat amendment to combine those lots into one lot of record which is needed to accommodate an addition. The house encroaches on the platted Ontario Avenue right-of-way and an encroachment agreement will need to be executed with the City. About 96 square feet of lot area exists on McHenry on the east side of the property which will be dedicated to the City. She stated that staff conducted an analysis of the area, looking at other combined lots,

where there were no restrictions on footprint; staff is not recommending any other restrictions and the formula will be used. The house will not be moved. Ms. Whetstone noted that a Historic District Design Review and steep slope CUP are required. Staff is recommending approval.

The Mayor opened the public hearing; there were no comments from the audience and the public hearing was closed. Alex Butwinski, "I move that we approve the Ordinance for the 264 Ontario Avenue Subdivision combining Lots 13, 14, 15 and a portion of 16, Block 60 of the Park City Survey, into one lot of record for 264 Ontario, located in Park City, Summit County, Utah according to the Findings of Fact, Conclusions of Law and Conditions of Approval outlined in the staff report. Motion carried.

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

3. Consideration of an Ordinance approving the Lot 1 Amended Hidden Hollow Subdivision at Deer Crest located at 11398 North Snowtop Road, Park City, Utah – Planner Kirsten Whetstone handed out an exhibit of the location of the property. The Snowtop Subdivision is located in Park City, Wasatch County. When this property was inspected, it was found that the driveway would not meet City standards because of its steep grade and a portion of the Snowtop Subdivision was needed to comply. Rather than entering into an easement agreement, the owner is requesting to create Parcel A in Lot 1 for the sole purpose of a driveway, retaining wall, and landscaping. The Planning Commission forwards a positive recommendation to the City Council to create a 3,452 square foot driveway access parcel out of the Hidden Hollow Subdivision with notes on the plat.

The Mayor opened the public hearing; there were no comments and the hearing was closed. In response to a question from Liza Simpson, it was pointed out that the original grade of the driveway was 22%. In response to a question from Dick Peek, Spencer Smith explained that action will affect a very small portion of the buildable area for Lot 1 so that setbacks can be met. There are two building envelopes on Lot 1 and there are no encroachment problems.

Alex Butwinski, "I move we approve Lot 1 Amended Hidden Hollow Subdivision at Deer Crest located at 11398 North Snowtop Road, Park City, Utah based on the Findings of Fact, Conclusions of Law, and Conditions of Approval found in the Ordinance". Liza Simpson seconded. Motion carried.

Andy Beerman	Aye
Alex Butwinski	Aye
Cindy Matsumoto	Absent

Exhibit E

Ordinance No. 05-50

AN ORDINANCE APPROVING THE 257 McHENRY AVENUE PLAT AMENDMENT, A LOT COMBINATION OF LOTS 17 AND 18, AND A PORTION OF LOT 16, BLOCK 60 OF THE PARK CITY SURVEY

WHEREAS, the owner of the property located at 257 McHenry Avenue, has petitioned the City Council for approval of a plat amendment; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and State Law; and

WHEREAS, on July 28, 2005 the Planning Commission held a public hearing to receive public input on the proposed plat amendment and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, the proposed plat amendment allows the property owner to combine Lots 17 and 18, and a portion of Lot 16, Block 60 of the Park City Survey into one lot or record; 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 OF FACT. The above recitals are hereby incorporated as findings of fact. The following are also adopted by City Council as findings of fact:

1. The property is located in the Historic Residential (HR-1) Zoning District.
2. The HR-1 District is characterized by a mix of small historic structures and larger contemporary residences.
3. There is an existing historic single family home on the property.
4. A portion of the existing historic single family home encroaches onto the City-owned, open-space deed restricted Virginia mining claim.
5. Existing built McHenry Avenue bisects Lot 16.
6. The applicant proposes to dedicate the lot area covered by existing built McHenry Avenue and an additional 10 feet of width measured from the easterly edge of the McHenry Avenue pavement to the City as a public right of way.
7. Any interest the applicant may have in the small remnant portion of Lot 16 located west of the existing built McHenry Avenue will be conveyed to the City for public right-of-way.
8. The applicant intends to construct a garage and additional living area to the existing historic house.
9. The applicant will remove the current house encroachment into the City-owned, deed-restricted Virginia mining claim as part of the renovation of the historic single-family structure.
10. The future renovation and addition to the historic single-family house will be subject to Land Management Code and Historic District Design Guidelines.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby adopts the following Conclusions of Law:

1. There is good cause for this amendment.
2. The amendment is consistent with the Park City Land Management Code and applicable State law.
3. Neither the public nor any person will be materially injured by the proposed amendment.
4. As conditioned the amendment is consistent with the Park City General Plan.

SECTION 3. CONDITIONS OF APPROVAL. The City Council hereby adopts the following Conditions of Approval:

1. The City Attorney and City Engineer review and approval of the final form and content of the plat for compliance with the Land Management Code and conditions of approval are a condition precedent to recording the plat.
2. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval and the plat will be void.
3. All building encroachments shall be removed from the City-owned, deed-restricted Virginia mining claim prior to plat recordation.
4. No building permits shall be issued prior to the final recordation of the plat at the County Recorder's Office.
5. The applicant shall redraft the plat to show dedication of the 10 feet along McHenry Avenue to Park City as a street right-of-way.

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

PASSED AND ADOPTED this 18thth day of August 2005.

PARK CITY MUNICIPAL CORPORATION

Dana Williams

Dana Williams, Mayor

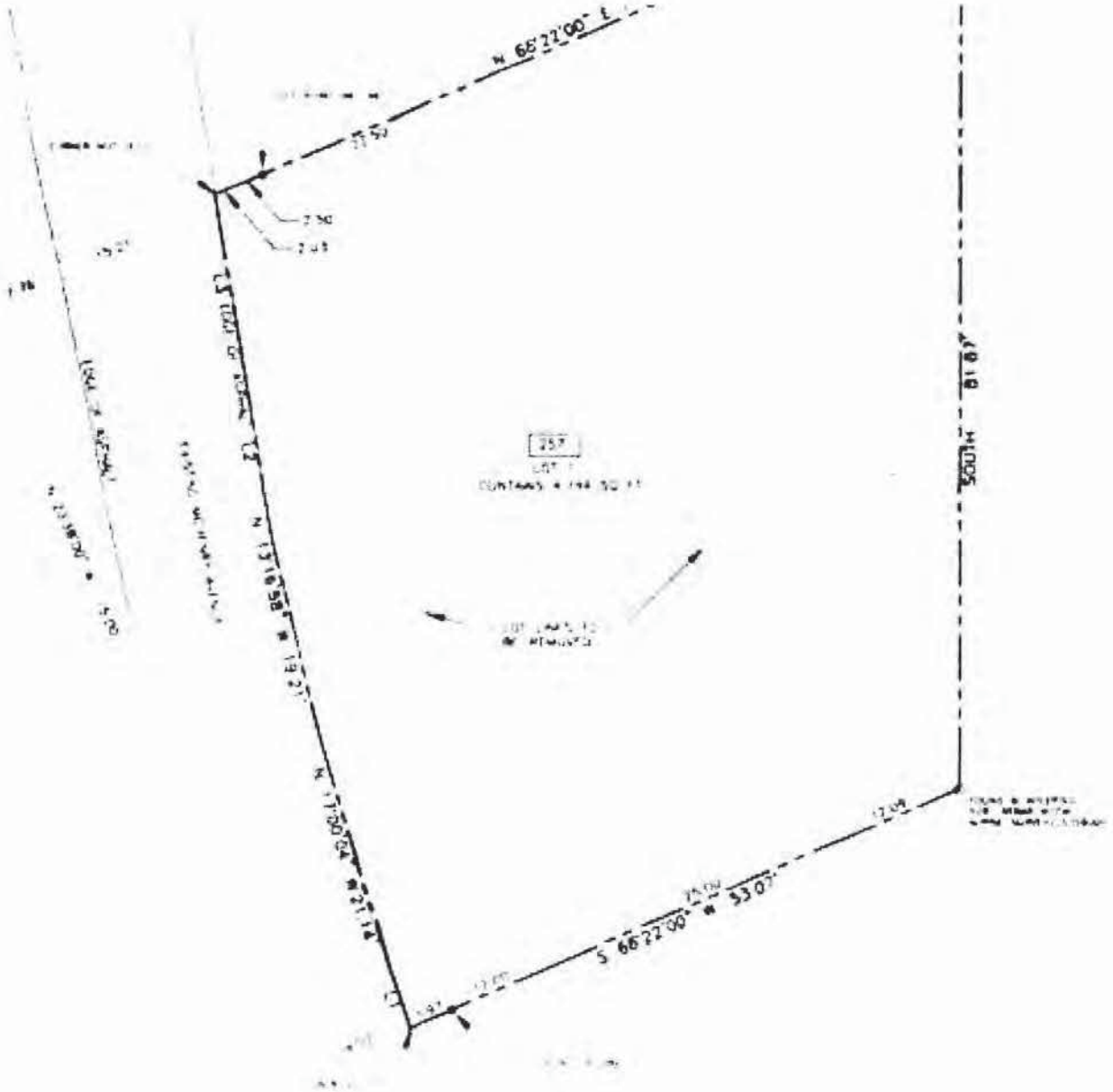
Attest:

Janet M. Scott

Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney



A LOT COMBINATION PLAT

A RESUBDIVISION OF LOTS 18, 17, AND A PORTION OF LOT 16 IN BLOCK 60, PAR

HENDY AVENUE REPLAT

ASPHALT AREA
9' WIDE VEHICULAR/PEDESTRIAN EASEMENT SEE ENLARGED AREA THIS SHEET
ELECTRICAL BOX
GRAVEL DRIVEWAY
EXISTING POWERLINE
C/L 3RD STREET RIGHT-OF-WAY
N 66°22'00" E 71.94'
44.31'
SET POINT ON LINE
22.50'
ROCK LANDSCAPE BORDER
LOG STEPS
2.50'
2.03'
15.21'
CONCRETE PATIO
CINDERBLOCK STEPS
L3
L2
EXISTING MCHENRY AVENUE
N 13°16'58" W 19.21'
N 17°00'04" W 21.14'
S 66°22'00" W 53.07'
25.00'
12.09'
SOUTH 81.87'
20.2'
22.5'
22.8'
EXISTING RESIDENCE
7.9'
18.0'
4.7'
14.6'
24.1'
3.3'
8.5'
DECK

Exhibit E

Ordinance No. 05-50

AN ORDINANCE APPROVING THE 257 McHENRY AVENUE PLAT AMENDMENT, A LOT COMBINATION OF LOTS 17 AND 18, AND A PORTION OF LOT 16, BLOCK 60 OF THE PARK CITY SURVEY

WHEREAS, the owner of the property located at 257 McHenry Avenue, has petitioned the City Council for approval of a plat amendment; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and State Law; and

WHEREAS, on July 28, 2005 the Planning Commission held a public hearing to receive public input on the proposed plat amendment and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, the proposed plat amendment allows the property owner to combine Lots 17 and 18, and a portion of Lot 16, Block 60 of the Park City Survey into one lot or record; 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 OF FACT. The above recitals are hereby incorporated as findings of fact. The following are also adopted by City Council as findings of fact:

1. The property is located in the Historic Residential (HR-1) Zoning District.
2. The HR-1 District is characterized by a mix of small historic structures and larger contemporary residences.
3. There is an existing historic single family home on the property.
4. A portion of the existing historic single family home encroaches onto the City-owned, open-space deed restricted Virginia mining claim.
5. Existing built McHenry Avenue bisects Lot 16.
6. The applicant proposes to dedicate the lot area covered by existing built McHenry Avenue and an additional 10 feet of width measured from the easterly edge of the McHenry Avenue pavement to the City as a public right of way.
7. Any interest the applicant may have in the small remnant portion of Lot 16 located west of the existing built McHenry Avenue will be conveyed to the City for public right-of-way.
8. The applicant intends to construct a garage and additional living area to the existing historic house.
9. The applicant will remove the current house encroachment into the City-owned, deed-restricted Virginia mining claim as part of the renovation of the historic single-family structure.
10. The future renovation and addition to the historic single-family house will be subject to Land Management Code and Historic District Design Guidelines.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby adopts the following Conclusions of Law:

1. There is good cause for this amendment.
2. The amendment is consistent with the Park City Land Management Code and applicable State law.
3. Neither the public nor any person will be materially injured by the proposed amendment.
4. As conditioned the amendment is consistent with the Park City General Plan.

SECTION 3. CONDITIONS OF APPROVAL. The City Council hereby adopts the following Conditions of Approval:

1. The City Attorney and City Engineer review and approval of the final form and content of the plat for compliance with the Land Management Code and conditions of approval are a condition precedent to recording the plat.
2. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval and the plat will be void.
3. All building encroachments shall be removed from the City-owned, deed-restricted Virginia mining claim prior to plat recordation.
4. No building permits shall be issued prior to the final recordation of the plat at the County Recorder's Office.
5. The applicant shall redraft the plat to show dedication of the 10 feet along McHenry Avenue to Park City as a street right-of-way.

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

PASSED AND ADOPTED this 18thth day of August 2005.

PARK CITY MUNICIPAL CORPORATION

Dana Williams

Dana Williams, Mayor

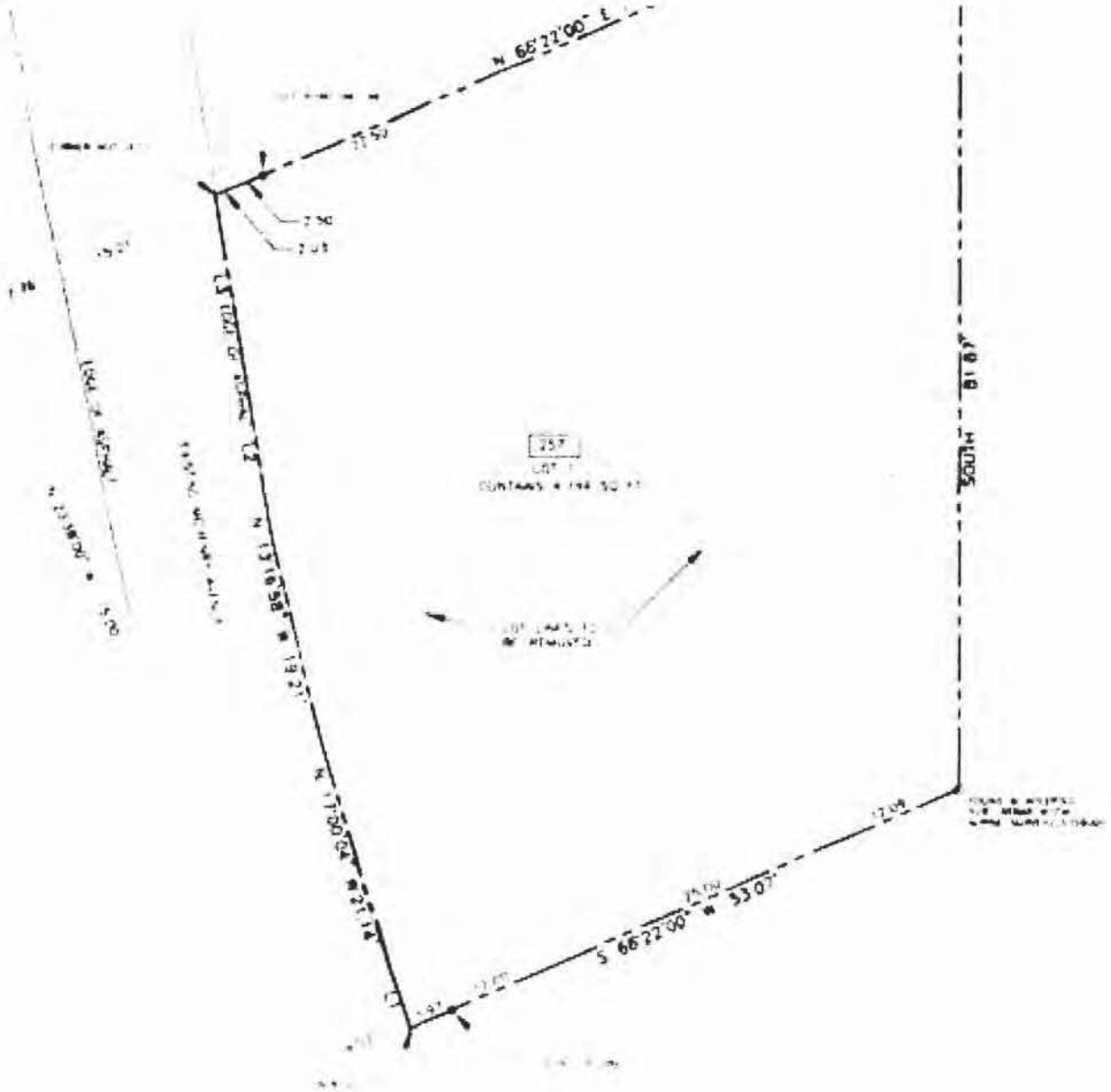
Attest:

Janet M. Scott

Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney



A LOT COMBINATION PLAT

A RESUBDIVISION OF LOTS 18, 17, AND A PORTION OF LOT 16 IN BLOCK 60, PAR

ELECTRICAL BOX
SOUTH 81.87'
18.0'
7.9'
8.5'
22.5'
EXISTING RESIDENCE
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C/L 3RD STREET RIGHT-OF-WAY
8' WIDE VEHICULAR/PEDESTRIAN EASEMENT SEE ENLARGED AREA THIS SHEET

City Council
Staff Report

PLANNING DEPARTMENT

Planner: Patrick Putt
Subject: 257 MCHENRY AVENUE REPLAT
Date: August 18, 2005
Type of Item: Administrative
Applicant: Herb Armstrong
Zone: Historic Residential – (HR-1)

RECOMMENDATION: Staff recommends that Council review the proposed plat amendment, hold public hearing, and approve the application according to the findings of fact, conclusions of law and conditions of approval outlined in the attached ordinance.

BACKGROUND

The applicant proposes to combine a portion of Lot 16 and Lots 17 and 18 of the Park City Survey into one (1) lot of record. The applicant's property is approximately 4784 square feet in size. The property is located in the Historic Residential (HR-1) District. Existing built McHenry Avenue bisects Lot 16. The applicant is proposing to dedicate the lot area covered by existing built McHenry Avenue and an additional 10 feet of width measured from the easterly edge of the McHenry Avenue pavement to the City as a public right-of-way. Any interest the applicant may have in the small remnant portion of Lot 16 located west of the existing built McHenry Avenue will be conveyed to the City for public right-of-way as well.

A historic single-family residence is located on the property. The City-owned, deed-restricted open space known as the Virginia mining claim is located to the east of the subject property. Platted, unbuilt Third Street is located to the north. Neighboring single-family residences are located to the north across platted Third Street and to the west across existing McHenry Avenue. A small addition to the historic structure encroaches onto the City-owned Virginia mining claim. The purpose of the proposed plat amendment is to create a lot record to accommodate a relocation of the historic house onto the property in a Land Management Code HR-1 setback-compliant manner. A garage addition and additional living area are also contemplated.

ANALYSIS

The property is zoned HR-1, Historic Residential. The minimum lot size in the HR-1 District is 1875 square feet. The minimum lot width is 25 feet. The proposed plat creates a 4,784 square foot lot. The minimum width for the proposed lot is approximately 67 feet. Access to the lot is provided via existing built McHenry Avenue. All necessary utilities are available to the site. The proposed plat amendment as conditioned is consistent with the Land Management Code's HR-1 lot standards and subdivision requirements. Future work on the historic residence is subject to Land Management Code and Historic Design Guideline processes.

The Planning Commission held a public hearing on this application on July 28, 2005. No public comment was received. Following the public hearing, the Planning Commission forwarded a positive recommendation to City Council

NOTICE
Notice of this hearing was sent to property owners within 300'. Staff has received no comments from the public at the time of this writing.

DEPARTMENT REVIEW
The Planning Department has reviewed this request. The City Attorney and City Engineer will review the plat for form and compliance with the LMC and State Law prior to recording. The request was discussed at a Staff Review Meeting. No unresolved issues have been identified.

RECOMMENDATION
Staff recommends that the City Council review the proposed plat amendment, conduct a public hearing and approve the request according to the attached ordinance.

EXHIBITS
Exhibit A –Ordinance
Exhibit B – Plat

AN ORDINANCE APPROVING THE 257 McHENRY AVENUE PLAT AMENDMENT, A LOT COMBINATION OF LOTS 17 AND 18, AND A PORTION OF LOT 16, BLOCK 60 OF THE PARK CITY SURVEY.

WHEREAS, the owner of the property located at 257 McHenry Avenue, has petitioned the City Council for approval of a plat amendment; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and State Law; and

WHEREAS, on July 28, 2005 the Planning Commission held a public hearing to receive public input on the proposed plat amendment and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, the proposed plat amendment allows the property owner to combine Lots 17 and 18, and a portion of Lot 16, Block 60 of the Park City Survey into one lot or record; 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 OF FACT. The above recitals are hereby incorporated as findings of fact. The following are also adopted by City Council as findings of fact:

1. The property is located in the Historic Residential (HR-1) Zoning District.
2. The HR-1 District is characterized by a mix of small historic structures and larger contemporary residences.
3. There is an existing historic single family home on the property.
4. A portion of the existing historic single family home encroaches onto the City-owned, open-space deed restricted Virginia mining claim.
5. Existing built McHenry Avenue bisects Lot 16.
6. The applicant proposes to dedicate the lot area covered by existing built McHenry Avenue and an additional 10 feet of width measured from the easterly edge of the McHenry Avenue pavement to the City as a public right of way.
7. Any interest the applicant may have in the small remnant portion of Lot 16 located west of the existing built McHenry Avenue will be conveyed to the City for public right-of-way.
8. The applicant intends to construct a garage and additional living area to the existing historic house.
9. The applicant will remove the current house encroachment into the City-owned, deed-restricted Virginia mining claim as part of the renovation of the historic single-family structure.
10. The future renovation and addition to the historic single-family house will be

subject to Land Management Code and Historic District Design Guidelines.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby adopts the following Conclusions of Law:

1. There is good cause for this amendment.
2. The amendment is consistent with the Park City Land Management Code and applicable State law.
3. Neither the public nor any person will be materially injured by the proposed amendment.
4. As conditioned the amendment is consistent with the Park City General Plan.

SECTION 3. CONDITIONS OF APPROVAL. The City Council hereby adopts the following Conditions of Approval:

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2. The applicant will record the plat amendment at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval and the plat will be void.
3. All building encroachments shall be removed from the City-owned, deed-restricted Virginia mining claim prior to plat recordation.
4. No building permits shall be issued prior to the final recordation of the plat at the County Recorder's Office.
5. The applicant shall redraft the plat to show dedication of the 10 feet along McHenry Avenue to Park City as a street right-of-way.

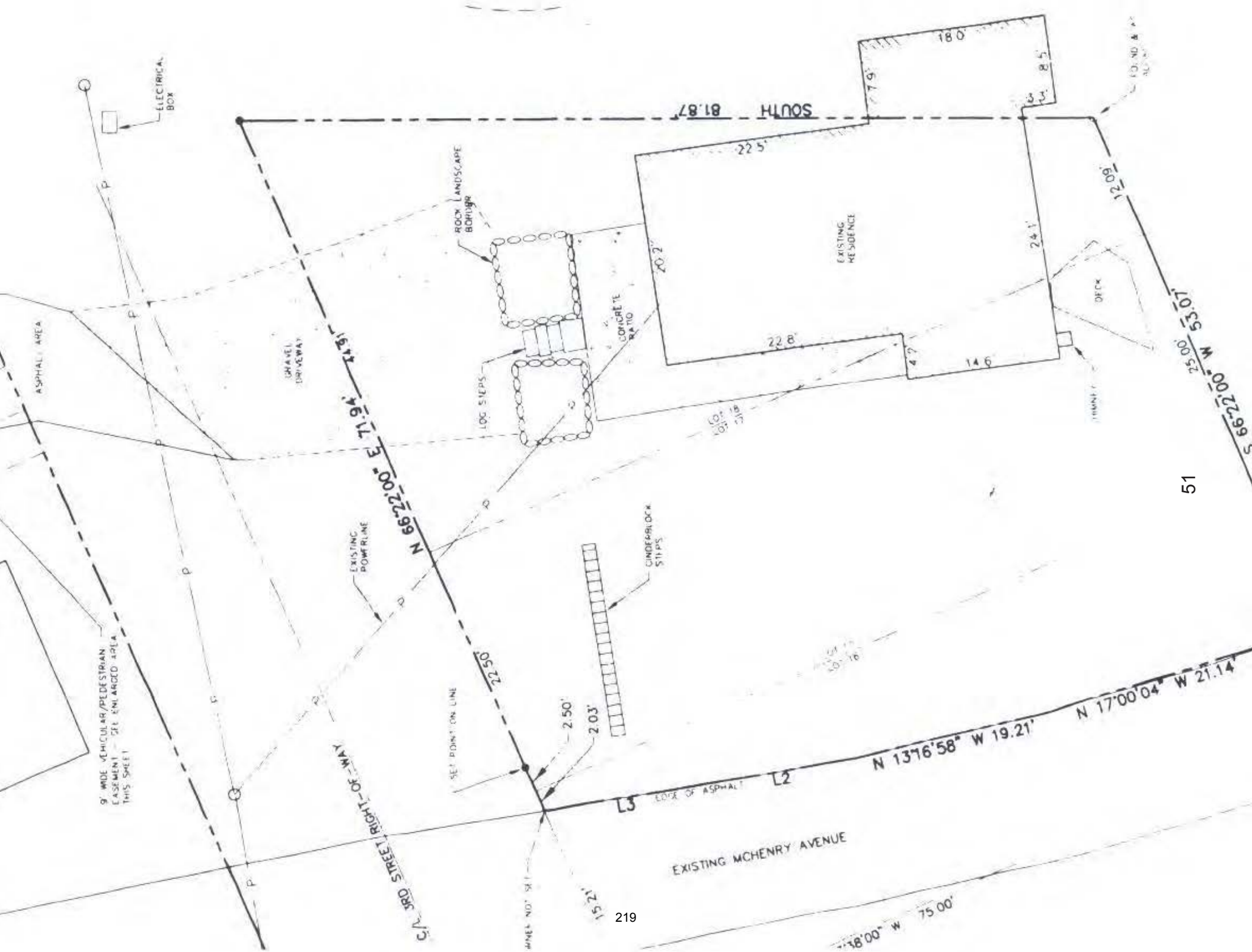
SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 18thth day of August 2005.

A LOT COMBINATION PLAT

A RESUBDIVISION OF LOTS 18,17, AND A PORTION OF LOT 16 IN BLOCK 60, PAR

25 N. HENRY AVENUE REPLAT


ELECTRICAL BOX
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9' WIDE VEHICULAR/PEDESTRIAN EASEMENT - SEE ENLARGED AREA THIS SHEET
22.50'
SET POINT ON LINE
2.50'
2.03'
L3
EDGE OF ASPHALT
L2
N 13°16'58" W 19.21'
N 17°00'04" W 21.14'
C/L 3RD STREET RIGHT-OF-WAY
EXISTING MCHENRY AVENUE
15.21'
75.00'

Marianne Cone	Aye
Candace Erickson	Aye
Jim Hier	Aye
Joe Kernan	Aye

2. Ordinance approving the Fourth Amended Record of Survey Plat for The Knoll at Silver lake Phase I Condominiums, Park City, Utah – Kirsten Whetstone explained that this application requests an amendment to add some private area from the common area to Units 1 and 2; there have been prior amendments for Units 3 and 4. If approved, this action will add a total of 362 square feet of living space to Unit 1 and 155 square feet of living space to Unit 2. The Planning Commission forwarded a positive recommendation on July 27, 2005 and there was no public input at that meeting. The Mayor expressed concern that the project initially provided more open space than required which subsequently has been *whittled away* with amendments to the record of survey. Kirsten Whetstone believed that the loss of open space will not be visually perceived, but there are other projects where this is not the case. Jim Hier felt that if there were entitlements or special considerations for a project because of providing more open space, this information should be included in the findings of fact. Every similar application should be reviewed for trade-offs that may have occurred. Ms. Whetstone advised that there were no concessions associated with approvals for The Knoll but will keep Mr. Hier's comments in mind. The Mayor opened the public hearing and with no input, closed the hearing.

3. Ordinance approving a plat amendment for 330 and 336 Daly Avenue, Park City, Utah – Ray Milliner explained that the request is to reduce the size of a snow shed easement, located between 330 and 336 Daly Avenue. The Planning Commission concluded that since the applicant is proposing single family homes rather than duplexes on the two lots, it is appropriate to reduce the size of the easement. The original condition was placed to provide adequate distance between duplexes, but the applicant has agreed not to construct duplexes or accessory apartments, which is included in the findings. Candace Erickson pointed out that the height could be the same for a single family dwelling and a duplex. Mr. Milliner agreed, and explained that the conclusion that duplex structures would create more mass is documented in the original findings, which was the basis for this application. The Mayor invited the audience to comment and hearing no input, closed the public hearing.

4. Ordinance approving the 257 McHenry Avenue plat amendment, a lot combination of Lots 17 and 18, and a portion of Lot 16, Block 60 of the Park City Survey – Patrick Putt explained that the owner is requesting combining two lots into one lot of record consisting of 4,784 square feet and meeting requirements of the HR-1 District. There is an historic building on the property and a small addition encroaches onto the City-owned Virginia mining claim. The purpose of the proposed plat amendment is to

create a lot of record to accommodate a relocation of the historic house onto the property in a compliant manner. Garage and living area additions are contemplated. The Planning Commission forwarded a positive recommendation with the findings, conclusions and conditions outlined in the ordinance. In response to a question from Marianne Cone, Mr. Putt stated that the owner has not yet submitted an application to rehabilitate the house, but it is his intent. The Mayor invited the audience to comment and hearing no input, closed the public hearing.

5. Master Festival License for the Literary Festival to be held September 9 – 11, 2005 – Max Paap explained that the use of Miners Park and other venues on upper Main Street are contemplated and the applicant requests a fee waiver in the amount of $570, which is supported by staff. The Mayor disclosed that the Motherlode Band will be performing at the event. Candace Erickson expressed that she is pleased to see the Literary Festival come to fruition after years of planning and the proposal seems like a good event. In response to a question from Council member Kernan about fee waivers, Mr. Paap explained that Section 4-8-9 of the Municipal Code provides for fee waivers and criteria to qualify, and Council makes the final determination. Fee waivers are not advertised and not everyone applies. Mark Harrington interjected that the criteria considers first time events, economic return by way of sales tax, and other offsets for providing municipal services. The Mayor opened the public hearing.

Peg Bodell, resident and one of the organizers, stated that the group has a phenomenal product for the first year. The opening celebration will be at the Egyptian Theater on September 10 and a briefing will be held after the event. The Mayor felt it appropriate for the City to acknowledge 9-11 some way. With no further comments, the Mayor closed the public hearing.

VI CONSENT AGENDA

Candace Erickson, "I move to approve Consent Agenda items 1 through 5, including the fee waiver for the Master Festival License". Jim Hier seconded. Motion carried.

Kay Calvert	Absent
Marianne Cone	Aye
Candace Erickson	Aye
Jim Hier	Aye
Joe Kernan	Aye

1. Ordinance approving the Fourth Amended Record of Survey Plat for The Knoll at Silver lake Phase I Condominiums, Park City, Utah – See staff report and public hearing.

Exhibit F

WHEN RECORDED, MAIL TO:

Entry No. 1[illegible]828 Book M 156
RECORDED 4-17-80 at 10:01 M Page 281
REQUEST of WESTERN STATES TITLE
FEE WANDA Y. SPRIGGS, SUMMIT CO. RECORDER
$ 5.50 By Wanda Y. Spriggs
INDEXED ABSTRACT

Space Above for Recorder's Use

WARRANTY DEED

PAUL HARROLD, grantor

of Park City, County of Summit, State of Utah,

hereby CONVEY and WARRANT to COALITION LAND COMPANY, a Utah Partnership

, grantee

of , County of , State of Utah

for the sum of TEN ---------- DOLLARS,

the following described tract of land in Summit County, State of Utah, to-wit:

An easement for vehicular and pedestrian access 9 feet in width, the centerline of which is located:

Beginning at a point on existing McHenry Avenue which is N. 66° 22' W 24.0' from the Northeast corner of Lot 30, Block 59, P.C.T.S. and running thence S 61° 31' E 31.71', Thence S. 23° 38' E 50.00 feet to the South boundary of Lot 32. Such easement shall be appurtenant to Lots 16, 17 and 18 Block 60 Park City Survey which said lots shall be the dominant tenement.

This easement is granted pursuant to the Settlement and Order in Coalition Land Company, et al v. Paul Harrold, Civil No. 5880, pending in the Third District Court, Summit County.

INDEXED:
GRANTOR:
GRANTEE:
MEMO:
ABSTRACTED:
STAMPED:

WITNESS the hand of said grantor, this 15th day of April, 1980

Signed in the presence of

Paul C Harrold

Sherie Vanquette

STATE OF UTAH,
County of Summit } ss.

On the Fifteenth day of April, 1980 personally appeared before me PAUL HARROLD

the signer of the above instrument, who duly acknowledged to me that he executed the same.

Candace J. Pellinger
Notary Public.

My commission expires 2-28-83 Residing in Park City

APPROVED FORM — UTAH SECURITIES COMMISSION

FORM 101 — WARRANTY DEED — KELLY CO., 85 W. NINTH SO., S.L.C. L-1108

BOOK 155 PAGE 281

MAY 15 2014

NOTES

1. Project Benchmark: Survey monument 4th Street/Woodside Avenue. Elevation= 7143.0
2. The architect is responsible for verifying building setbacks, zoning requirements and building heights.
3. This existing conditions map is based on a field survey performed on October 25, 2001.
4. Property corners were set.

(435) 649-9467

DEVELOPING ENGINEERS LAND PLANNERS SURVEYORS

STAFF: DAVID CONSTABLE, MARSHALL KING, TRACEY DOUTHETT

DATE: 11/14/01

SHEET 1 OF 1

A PORTION OF LOT 16, LOTS 17 & 18, BLOCK 60
257 McHENRY AVENUE, PCS
EXISTING CONDITIONS MAPPING

FOR: HERBERT ARMSTRONG
JOB NO.: 6-7-01
FILE: Y:PCS\dwg\Srv\Topo01\060701

Exhibit H

Alliance Engineering Inc.

CONSULTING ENGINEERS LAND PLANNERS SURVEYORS

June 24, 2014

Park City Municipal Corporation
Planning Department
P.O. Box 1480
Park City, Utah 84060

Re: 257 McHenry Avenue
Park City, Utah
Re: Boundary descrepancy

This is in regards to the request for a narrative concerning the boundary discrepancy between the drawing dated November 14, 2001, and the plat as currently submitted to the Park City Planning Department. After reviewing the two drawings and the quit claim deed conveying the property to Herbert Armstrong, it has been determined that the drawing dated November 14, 2001, is in error and the westerly boundary of the property at 257 McHenry Avenue, Block 60, Park City Survey is indeed the easterly boundary of the existing McHenry Avenue. The quit claim deed recorded February 10, 1983, as Entry No. 202107 in the Office of the Summit County Recorder states the legal description as follows: "That portion of Lot 16 lying East of the road and all of Lots 17 and 18, Block 60, Amended Plat of Park City Survey". Please consider the boundary as shown on the currently submitted plat as the correct boundary.

Sincerely,

Marshall King

Marshall King
Alliance Engineering

RECEIVED
JUN 25 2014
PARK CITY
PLANNING DEPT.

323 Main Street P.O. Box 2664 Park City, Utah 84060 435-649-9467 FAX 435-649-9475

HISTORIC SITE FORM - HISTORIC SITES INVENTORY

PARK CITY MUNICIPAL CORPORATION (10-08)

1 IDENTIFICATION

Name of Property:

Address: 257 McHenry Avenue *AKA:*

City, County: Park City, Summit County, Utah *Tax Number:*

Current Owner Name: *Parent Parcel(s):*

Current Owner Address:

Legal Description (include acreage):

2 STATUS/USE

Property Category	*Evaluation**	*Reconstruction*	*Use*
☑ building(s), main	☐ Landmark Site	Date:	Original Use: Residential
☐ building(s), attached	☑ Significant Site	Permit #:	Current Use: Residential
☐ building(s), detached	☐ Not Historic	☐ Full ☐ Partial	
☐ building(s), public			
☐ building(s), accessory			
☐ structure(s)	*National Register of Historic Places: ☑ ineligible ☐ eligible		
	☐ listed (date:)		

3 DOCUMENTATION

Photos: Dates
☐ tax photo:
☑ prints:
☐ historic: c.

Drawings and Plans
☐ measured floor plans
☐ site sketch map
☐ Historic American Bldg. Survey
☐ original plans:
☐ other:

Research Sources (check all sources consulted, whether useful or not)

☐ abstract of title	☑ city/county histories
☐ tax card	☐ personal interviews
☐ original building permit	☐ Utah Hist. Research Center
☐ sewer permit	☐ USHS Preservation Files
☑ Sanborn Maps	☐ USHS Architects File
☐ obituary index	☐ LDS Family History Library
☐ city directories/gazetteers	☐ Park City Hist. Soc/Museum
☐ census records	☐ university library(ies):
☐ biographical encyclopedias	☐ other:
☐ newspapers	

Bibliographical References (books, articles, interviews, etc.) Attach copies of all research notes and materials.

Blaes, Dina & Beatrice Lufkin. "Final Report." Park City Historic Building Inventory. Salt Lake City: 2007.

Carter, Thomas and Goss, Peter. *Utah's Historic Architecture, 1847-1940: a Guide*. Salt Lake City, Utah: University of Utah Graduate School of Architecture and Utah State Historical Society, 1991.

McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Alfred A. Knopf, 1998.

Roberts, Allen. "Final Report." Park City Reconnaissance Level Survey. Salt Lake City: 1995.

Roper, Roger & Deborah Randall. "Residences of Mining Boom Era, Park City - Thematic Nomination." National Register of Historic Places Inventory, Nomination Form. 1984.

4 ARCHITECTURAL DESCRIPTION & INTEGRITY

Building Type and/or Style: T/L cottage type No. Stories: 1

Additions: ☐ none ☑ minor ☐ major (describe below) Alterations: ☐ none ☐ minor ☑ major (describe below)

Number of associated outbuildings and/or structures: ☐ accessory building(s), # _____; ☐ structure(s), # _____.

General Condition of Exterior Materials:

Researcher/Organization: Preservation Solutions/Park City Municipal Corporation *Date:* 12-2008

☐ Good (Well maintained with no serious problems apparent.)

☐ Fair (Some problems are apparent. Describe the problems.):

☑ Poor (Major problems are apparent and constitute an imminent threat. Describe the problems.): Site appears vacant; broken windows, peeling paint sagging porch roof.

☐ Uninhabitable/Ruin

Materials (The physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration. Describe the materials.):

Foundation: Not verified.

Walls: Brick-tex, aluminum siding.

Roof: Cross-wing roof form sheathed in metal and rolled material.

Windows/Doors: Large fixed casement and WWII-era fixed casement with multiple horizontal panes, and four-over-four double-hung sash type in addition.

Essential Historical Form: ☑ Retains ☐ Does Not Retain, due to:

Location: ☑ Original Location ☐ Moved (date _____) Original Location:

Design (The combination of physical elements that create the form, plan, space, structure, and style. Describe additions and/or alterations from the original design, including dates--known or estimated--when alterations were made): The one-story frame T/L cottage has been significantly altered. A small addition was added to the stem wing. The original siding has either been replaced or covered by brick-tex and aluminum siding. A concrete block chimney was constructed on the southwest elevation. The original porch elements have been replaced by open metal work columns. The windows have been replaced and likely the window openings have been altered. The changes are significant and diminish the site's original character.

Setting (The physical environment--natural or manmade--of a historic site. Describe the setting and how it has changed over time.): The setting does not appear to have been altered.

Workmanship (The physical evidence of the crafts of a particular culture or people during a given period in history. Describe the distinctive elements.): Much of the physical evidence from the period that defines the typical Park City mining era home has been altered and, therefore, lost.

Feeling (Describe the property's historic character.): The physical elements of the site, in combination, do not effectively convey a sense of life in a western mining town of the late nineteenth and early twentieth centuries.

Association (Describe the link between the important historic era or person and the property.): The "T" or "L" cottage (also known as a "cross-wing") is one of the earliest and one of the three most common house types built in Park City during the mining era; however, the extent of the alterations to the main building diminishes its association with the past.

The extent and cumulative effect of alterations to the site render it ineligible for listing in the National Register of Historic Places.

5 SIGNIFICANCE

Architect: ☑ Not Known ☐ Known: (source:) Date of Construction: c. 1905[1]

Builder: ☑ Not Known ☐ Known: (source:)

The site must represent an important part of the history or architecture of the community. A site need only be significant under one of the three areas listed below:

[1] Structure appears on the 1907 Sanborn Insurance map.

1. Historic Era:
   - ☐ Settlement & Mining Boom Era (1868-1893)
   - ☑ Mature Mining Era (1894-1930)
   - ☐ Mining Decline & Emergence of Recreation Industry (1931-1962)

Park City was the center of one of the top three metal mining districts in the state during Utah's mining boom period of the late nineteenth and early twentieth centuries, and it is one of only two major metal mining communities that have survived to the present. Park City's houses are the largest and best-preserved group of residential buildings in a metal mining town in Utah. As such, they provide the most complete documentation of the residential character of mining towns of that period, including their settlement patterns, building materials, construction techniques, and socio-economic make-up. The residences also represent the state's largest collection of nineteenth and early twentieth century frame houses. They contribute to our understanding of a significant aspect of Park City's economic growth and architectural development as a mining community.[2]

2. Persons (Describe how the site is associated with the lives of persons who were of historic importance to the community or those who were significant in the history of the state, region, or nation):

3. Architecture (Describe how the site exemplifies noteworthy methods of construction, materials or craftsmanship used during the historic period or is the work of a master craftsman or notable architect):

6 PHOTOS

Digital color photographs are on file with the Planning Department, Park City Municipal Corp.

Photo No. 1: Southwest elevation. Camera facing northeast, 2006.
Photo No. 2: Northwest oblique. Camera facing southeast, 2006.
Photo No. 3: Southwest elevation. Camera facing northeast, 1995.

[2] From "Residences of Mining Boom Era, Park City - Thematic Nomination" written by Roger Roper, 1984.

PARK CITY REDEVELOPMENT AGENCY
SUMMIT COUNTY, UTAH
July 10, 2014

I. ROLL CALL

II. CONSIDERATION OF MINUTES FROM JUNE 5 AND JUNE 12, 2014 RDA MEETINGS

III. CONSENT AGENDA

1. Consideration of a Lease Agreement with the Park City Film Series for lease of City owned space in the Park City Library and Education Center located at 1255 Park Avenue with Park City Film Series.

2. Consideration of a Lease Agreement with the Park City Cooperative Preschool for lease of City owned space in the Park City Library and Education Center located at 1255 Park Avenue.

IV. ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4 p.m. to 9 p.m. Posted: 07/07/2014 See: www.parkcity.org

PARK CITY REDEVLEOPMENT AGENCY-DRAFT
SUMMIT COUNTY, UTAH
June 5, 2014

Work Session
HPB Library Design Review

Jonathan Weidenhamer, Economic Development, introduced the key players who have been involved with the Design review. As Council has directed the Historic Preservation Board has reviewed the design. The main point from the HPB meeting was that they wanted to be sure that this building was eligible to be placed on the Historic Register. From the discussions they have had with consultants and the Utah heritage Foundation are supportive with the design other than the entrance which has been modified to their liking. He did point out that there could be an appeal on this project, however; staff does not feel that there is any risk in moving forward with the project.

Board member Matsumoto stated she spoke with Sandra Morrison who said that with the old addition the building would not currently be eligible to meet the Historic Registry guidelines. Stated that a change of materials is the correct thing to do and she really likes the way that the entry way has been modified.

Board member Beerman thought that the SWCA report Ann Oliver provided was great.

Board member Peek stated he agrees with the HPB that it needs to be eligible to go on the National Historic Register. Also likes the entrance modification, asked for clarification that the historic entrance would be fully functioning. Weidenhamer stated that all the areas of the building will be accessible from the traditional staircase. Peek inquired when the application for the Historic register would begin. Weidenhamer discussed the Historic Register process stating that staff will bring back the application as well as the naming/branding piece of this project. Peek also suggested meeting with the State Historic Preservation Office (SHPO) to go over the plans to allow them to preview the project to get a head start on the application process.

Board member Henney inquired about the appeal worst case scenario. Daley stated that the worst case scenario would be that the City would loose and have to reverse the work completed or the applicant could show cause for a stay therefore putting the project on hold with the City would incurring costs during the hold. Board member Henney inquired about the timeline. Weidenhamer stated that the appeal, if it were appealed, would be heard by the BOA the first part of July.

Chair Thomas opened the discussion up for public input.

Jim Tedford felt that a City project should follow the directives to a “T” to set an example for other contractors. Stated that he made the point a month ago and would agree with Board member Peek that you can find out beforehand if the project will make the National Register. Tedford read from the staff report exhibit A stating that he finds fault with the transitions and with

size of the newly designed space. He feels the specific guidelines should have been reviewed not the universal guidelines. He complemented staff for the modifications to the entrance.

Board member Matsumoto spoke to the public comments regarding the design review stating that each person could interpret the guidelines in his or her own way. She outlined where she viewed the transition spaces to be and stated she feels the new addition will enhance the old building.

Board member Simpson stated she agreed with Matsumoto and is very familiar with the historic guidelines as she was the liaison to the Historic Preservation Board during the time when those guidelines came about. Stated that the City has a letter from a Historic consultant that says they feel the City will be able to put this project on the National Historic Register so she is content with moving forward.

Board member Henney stated he has minimal design expertise and would feel more comfortable relying on staff's expertise. He does like Peek's idea of running this idea past the Historic Board for a "pre-approval".

Board member Peek stated that he feels they should use the services of the SHPO for a "pre-approval" but clarified that it should not hold up the process.

Board member Beerman stated that we currently have a building that is not compliant with the Historic Registry and found out the hard way therefore staff has painstakingly designed this building to meet the criteria. Agrees if the SHPO process could happen concurrently then he would be in favor but too agrees that it should not hold up the process.

The Board agreed to keep the project moving forward and concurrently have staff look into the SHPO process and bring the information back in a manager's report.

Kayla Sintz, Planning Manager, stated that the entire Park City Historic Guidelines are based on the National Park Service standards and if this building does not meet historic standards then the City has bigger issues. The Board concurred.

I. ROLL CALL- Chair Thomas called the Park City Redevelopment Agency meeting to order at 3:30 pm in the Marsac Municipal Building on Thursday, June 5, 2014. Members in attendance were Jack Thomas, Liza Simpson, Dick Peek, Tim Henney, Cindy Matsumoto and Andy Beerman. Staff present were Diane Foster, Executive Director; Mark Harrington, City Attorney and Marci Heil, Secretary.

II. CONSIDERATION OF MINUTES FROM APRIL 17, 2014 AND MAY 15, 2014 RDA MEETING MINUTES.

Board member Simpson moved to approve the minutes from the April 17, 2014 and May 15, 2014 RDA Meetings
Board member Peek Seconded
Approved unanimously

III. NEW BUSINESS

1. Consideration of Construction Manager At Risk Agreement With Okland Construction For Gross Maximum Price Of $4,337,819.00

Jonathan Weidenhamer, Economic Development, asked the Board to enter into the contract with Okland Construction for the Library remodel and wave the building permitting fees related to the project.

Board member Simpson moved to approve the Construction Manager at Risk Agreement with Oakland Construction for the Gross Maximum Price of $4,337,819.00
Board member Peek seconded
Approved unanimously

2. Consideration of Greenpark Real Estate Purchase Contract Addendum No. 6.

Jason Glidden, Economic Development Project Manager, spoke to the addendum number 6 stating it includes a finance deadline extension from June to Aug 2014.

Board member Henney stated that he feels that there seems to be a never ending conversation requesting extensions.

Glidden stated that the City and Greenpark are anxious to get this project moving and have left the settlement date on September 1, 2014. Stated that times have changed and they are looking at getting the best deal.

Board member Simpson moved to approve the Greenpark Real Estate Purchase Contract Addendum No. 6.
Board member Henney seconded
Approved unanimously

IV. ADJOURNMENT INTO CITY COUNCIL WORK SESSION

Board member Simpson moved to adjourn the RDA meeting.
Board member Beerman seconded
Approved unanimously

PARK CITY COUNCIL REDEVELOPMENT AGENCY
SUMMIT COUNTY, UTAH
June 12, 2014

I. ROLL CALL-all present

II. CONSIDERATION OF MINUTES FROM JUNE 5, 2014 RDA MEETING

Council member Simpson moved to approve the minutes from June 5, 2014 RDA meeting
Council member Beerman seconded
Approved unanimously

III. NEW BUSINESS

1. Consideration of an Ordinance adopting the Revised Budget for Fiscal Year 2013-2014 and the Proposed Budget for Fiscal Year 2014-2015 for Park City Redevelopment Agency

Chair Thomas opened the public hearing. There were no public comments. Chair Thomas closed the public hearing.

Council member Peek moved to approve an Ordinance adopting the Revised Budget for Fiscal Year 2013-2014 and the Proposed Budget for Fiscal Year 2014-2015 for Park City Redevelopment Agency
Council member Beerman seconded
Approved unanimously

IV. ADJOURNMENT INTO MUNICIPAL BUILDING AUTHORITY MEETING

Board member Peek moved to adjourn the RDA meeting.
Board member Simpson seconded
Approved unanimously

DRAFT

Lower Park Avenue RDA
Staff Report

Subject:	**Park City Cooperative Preschool (PCCP) Lease Agreement 2014-2020**
Author:	**Jonathan Weidenhamer**
Department:	**Sustainability**
Date:	**July 10, 2014**
Type of Item:	**Administrative**

Summary Recommendations:
Staff recommends that Redevelopment Authority approve the Park City Cooperative Preschool 2014 – 2020 Property Lease.

Topic/Description:
Updated lease with PCCP to allow them to return to the library building after completion of the remodel. The lease includes provisions for temporary relocation during construction.

Background:
Park City has worked cooperatively with the tenants to relocate them during the building remodel. The current construction schedule is not yet finalized; yet we anticipate final completion between April and May of 2015, which is prior to the anticipated June 1, 2015, move back in date of the PCCP.

In addition to the library, PCCP, and Film Series relocations, there are other parties affected by the shuffling of uses and the decision to move the library temporarily to Miner's Hospital, including Sundance, Mountain Trails and Summit County Arts Council. The recommended lease for the PCCP attempts to balance level of service and identify the most cost effective solutions for each party. The financial resource available for moving costs within the library budget is $340,000 of the $9.32M budget, and includes the costs of establishing the temporary library.

Analysis:
The PCCP has been a partner with the City at least as far back as 1993. They continue to be anchor tenants focused on small town and community values, balancing quality education with affordability. They have a history of treating the facility well and paying bills prudently. They were accommodating and dealt with many impacts during the 2003 remodel, and continue to be patient and accommodating partners during this remodel. The City Council throughout has committed to the partnership with near or below market lease rates and on multiple occasions voiced their intent to welcome the PCCP back to the building upon completion of the remodel.

Due to changes in the construction schedule and desire to minimize impacts to the operations and long term fiscal health of the PCCP, changes to the lease are required.

The significant changes in terms include:

Summary of Terms					
Issue		**location**	**when**	**cost**	**comment**
Permanent Home		Rms. 309 & 313 Carl Winters	May 2015 - June 2020	$20,935.33/ year	includes use of playground on south of building. Rent is at or near "market rate", with 3% increases year over year.
Construction location					
	summer camp	2nd floor ice rink multi-purpose room & outdoor pation	July -August 23, 2014	$690 total	covers City's increased cost for daily cleaning.
	2014-15 year	City Park Recreation Building	August 23, 2014 - June 2, 2015	$523/month	$523/month for utility bills (average cost utility bills of Septermber 2013 – May 2014 sewer, gas, and power bills)

In an effort to help mitigate impacts for vacating the Library Building from June 2014 – May 2015, Staff recommends Park City provide a one-time cash payment of $15,000 to partially cover the following:

- Moving Costs;
- Potential lost revenue due to declined enrollment prior to and during relocation;
- Potential lost revenue due to declined revenue due to unpredictable location and changed timeline;
- Increased marketing costs associated with relocation.

Department Review:
Economic Development, City Manager, and Legal departments have reviewed this report.

Alternatives:

A. Approve:
City Council can approve the terms on the addendum and direct staff to proceed with executing the lease with the Park City Cooperative Preschool.

B. Deny:
City Council can deny the term of the addendum.

C. Modify:
City Council could direct staff to modify the terms of the addendum with the Park City Cooperative Preschool.

D. Continue the Item:
City Council could choose to continue the item to a future meeting.

E. Do Nothing:
City Council could choose to take no action.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Unique and diverse businesses		+ Residents live and work locally + Entire population utilizes community amenities	+ Well-maintained assets and infrastructure
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Positive ⇧	Neutral ⇔	Very Positive ↑	Positive ⇧
Comments:				

Funding Source:
Management of the lease will be funded through current operations budgets within the Lower Park Avenue RDA.

Consequences of not taking the recommended action:
If the RDA fails to approve the lease with PCCP then the school would be without a suitable location to operate.

Recommendation:
Staff recommends that Redevelopment Authority approve the Park City Cooperative Preschool 2014 – 2020 Property Lease.

Exhibits
A – Draft Lease

Park City Cooperative Preschool
Park City Municipal Corporation
2014 – 2020 Property Lease

THIS AGREEMENT is made by and between Park City Municipal Corporation (hereinafter referred to as "Landlord") and the Park City Cooperative Preschool (hereinafter referred to as "Tenant") to set forth the terms and conditions under which Landlord will lease space in the Park City Library at 1255 Park Avenue, Park City Utah (hereinafter referred to as "Library Building") to Tenant. The parties agree as follows:

1. Property. The property leased is several areas within Library Building as described in Exhibit A (attached and hereafter referred to as "Premises"). The leased Premises include the exclusive use of room Rooms 309 and 313, and an outdoor play area (hereinafter referred to as the Preschool Playground). Tenant shall have exclusive use of the Preschool Playground from 10:00 am to 11:00 am, and the non-exclusive rights of use at all other times. Other tenants of the Library Building and Landlord may use the Preschool Playground provided that:
(1) The use does not conflict with previously scheduled use by Tenant; and
(2) The user takes full responsibility for clean-up and repair of any damages.

Tenant shall also have access to the public bathrooms in the library and auditorium portions of the Building. The Lease includes two free rentals of the Auditorium, one for the Christmas Pageant and a second for graduation in the spring.

2. Term. The Tenant currently occupies the Premises pursuant to another Lease dated November 11, 2013 which will be terminated and superseded by this Agreement. The new Lease term shall commence on June 1, 2014, and shall run for six (6) years, through June 30, 2020. If the Landlord determines in its sole discretion that the Property is no longer surplus municipal property, the Landlord may provide 180 day written notice of cancellation of the Lease at any time.

3. Renovation of Library Building. The Landlord will be renovating the Library Building from June 3, 2014 through May 30, 2015. Between June 3, 2014 and June 1, 2015 the tenant will relocate in their entirety to two alternative locations:

a. Exclusive use of the Park City Ice Arena 2nd Floor Multipurpose room 203 and exterior playground area identified in Exhibit C. The term shall be July 1, 2014 – August 23, 2014. Rent shall be $690 to cover the incremental cleaning cost. Park City agrees to provide an age-appropriate space adjacent to the classroom for a playground including sand or mulch ground cover.

b. Exclusive use of the City Park Recreation Building (exhibit B). The term shall be August 23, 2014 – June 1, 2015. Rent shall be $523/month for utility bills (average cost of September 2013 – May 2014 sewer, gas, and power bills), plus any cleaning Park City Municipal conducts at the request of the Tenant. Park City agrees to provide an age-appropriate space adjacent to the building for a playground including sand or mulch ground cover and a fence to separate uses.

In an effort to help mitigate impacts for vacating the Library Building from June 3, 2014 – May 30, 2015 Park City will provide one-time cash payment of $15,000 to partially cover the following:

- Moving Costs;
- Potential lost revenue due to relocation;
- Potential lost revenue due to unpredictable location and changed timeline;
- Increased marketing costs associated with relocation.

4. Rent. The annual rent for the leased Premises within the Library Building, as described in Section 2, shall be as follows:

(1) Rate: Rent starting in June 2015 will be Twenty one thousand three hundred forty one dollars and eighty-four cents ($21,341.84) for the twelve month term.

(2) Payments: Rent shall be paid in twelve (12) equal monthly installments of one Thousand seven hundred seventy-eight dollars and forty nine cents ($1,778.49). Rent shall be due on the first of each month, and past due if not paid by the tenth (10th) of the month. A late fee of $25 shall accrue every five days thereafter.

(3) Deposit: A refundable deposit of $1,000.00 is required to cover any damage and cleaning/removal of items needed at the end of the lease term.

(4) Rent Adjustment: Beginning each July 1 the annual rent shall increase 3%, for example on June 1, 2016 the annual rent will increase to $22,408.93. A proposed rent schedule for each lease term is provided as Table 1.

(5) Credit for Early Payment. If Tenant pays Landlord the annual rent in full by June 15, then rent will be reduced by four percent (4%). If Tenant pays bi-annually then rent will be reduced by two percent (2%).

5. PCCP Obligation. Tenant shall operate a community based cooperative preschool.

6. Accounting. Tenant agrees to keep and maintain its financial books and records in accordance with generally accepted accounting principles. The City or its independent auditor reserves the right to conduct its own annual audit of the financial books and records at reasonable times and places during ordinary business hours provided that thirty (30) days written notice of the audit is provided to the Tenant and such notice contains a reasonable explanation for the audit. Any audit performed by Park City pursuant to this Agreement shall be performed at Park City's sole expense.

7. Utility Service. Landlord shall be responsible for natural gas, electricity, sewer, security systems, refuse collection and water for the leased space. Tenant will be responsible for any other utilities such as telephone and cable television and shall establish an account with each of these utilities in its own name.

8. Use of the Premises. The premises shall be used only for education for a community based cooperative preschool and directly related purposes.

9. Telephone, Cable, Internet and Microwave. The Tenant will install its own telephone, television, computer and other communication equipment in the leased space. Any specialized communication facilities, equipment, wiring, cables or installations will be the Tenant's responsibility, with prior approval by Landlord. The remodeled space will include wiring, cables or chases for a wide variety for communications between spaces within the building and externally. Any specialized communication facilities, equipment, wiring, cables or installations will be the Tenant's responsibility.

10. Insurance. Tenant will carry a primary and non-contributory policy of general liability insurance, in an amount of at least Two Million Dollars ($2,000,000) per incident or occurrence and Three Million Dollars ($4,000,000) policy aggregate limits, to cover Tenant's patrons and employees during the course of its business. Tenant shall carry a primary and non-contributory property insurance policy covering property and contents located in Tenant's space, which are owned or leased by the Tenant.

Tenant's policies shall include an endorsement naming Landlord an additional insured on the policy, and an endorsement Waiver of Transfer of Rights of Recovery Against Others To Us (form CG 24 04 10 93), as part of the policy. A certificate of insurance with a thirty (30) day cancellation notice provision shall be provided to Landlord on or before the lease commencement date, and maintained continuously during the term of the lease.

Landlord will carry property insurance covering the structure for casualty loss, and boiler and machinery insurance for boiler and mechanical systems loss.

The Tenant will not store or keep any product or equipment within the space that will, because of its nature, increase the risk of casualty losses to the overall building, or that will require additional premiums or specialty coverage.

11. Payment of Taxes and Other Assessments. As a tax exempt entity, the Landlord does not expect to be assessed real estate and personal property taxes and other related assessments or taxes on the Premises. However should the Tenant change the tax status or should other circumstances cause taxes or assessments to be imposed on the Premises, then Tenant shall pay real estate and personal property taxes and other related assessments or taxes on the Tenant's Premises during the term of this lease.

12. Liens. Tenant shall not permit any liens to attach to the property for work done at Tenant's request or for Tenant's benefit. If Landlord received notice of any such against the property, Tenant shall promptly discharge the lien at Landlord's request, or post fund sufficient to satisfy the lien during any period of good faith contest of the lien by Tenant. In the event Landlord reasonably feels its title to the property is in jeopardy because of any lien Tenant has elected to attach to the property, Landlord may discharge the lien and collect the amount paid from the Tenant. The Tenant agrees to pay all reasonable costs incurred by the Landlord in the defense or discharge of any liens on the property.

13. Tenant Improvements. Landlord agrees to provide tenant improvements according to Table 2, including approximately $28,560 in specific finishes at the request of the Tenant. Any additional interior finish or furnishings desired by the Tenant must be approved in advance by the Landlord and Owner in writing and are the responsibility of the Tenant, with no allowance made for the costs of the Tenant improvements unless agreed to by Landlord in writing. At the expiration or termination of the Lease, all Tenant improvements become property of the Landlord unless specifically exempted in writing prior to installation.

14. Signs. Landlord reserves the right to specifically review and approve or reject proposed signs on or in the building. Tenant shall be considered a stakeholder when Landlord proposes a master sign plan and Landlord's approval for signs will not be unreasonably withheld, so long as the sign is directional rather than promotional, meets the requirements of the Park City Sign Code, and conforms with the historic nature and architectural detailing of the building. Signs shall be removed and any damage resulting from removal shall be repaired at the end of each lease term.

15. Assignment/Sublease. The Lease may not be assigned or the Premises sublet without the advance written consent of Landlord, which may be withheld in its sole discretion.

16. Remedies. In the event the Tenant fails to pay monthly installment payments when due, or violates or reaches any other term or condition of the Lease, Landlord shall have the right to exercise the following remedies, and any other remedies available at law or equity:

(1) Landlord may, by written notice to Tenant, demand that Tenant either pay rental installments due within ten (10) days, or quit the premises within fifteen (15) days;

(2) Landlord may permit the Tenant to remain in possession and sue for the installments that are past due;

(3) Landlord may re-let the premises for Tenant's account at the rate and on such terms as are commercially reasonable at the time and under the circumstances, and charge Tenant for any difference in the rental received and the rental agreed to herein, provided that any re-letting shall be done in good faith under the circumstances;

(4) Landlord may agree to a payment of damages in such amount as the parties then agree, and release the Tenant from obligations under this Lease entirely. Unless Landlord has released Tenant's continued performance under this Lease, Tenant is deemed to be in possession of the Premises, and any re-

letting by Landlord in on Tenant's account. Tenant is responsible for all payments and obligations under the Lease until Landlord releases Tenant.

17. Covenant of Quiet Possession. Landlord covenants with Tenant that Landlord owns or controls the Premises and that Tenant's possession will not be disturbed by acts or omissions of the Landlord so long as Tenant faithfully performs the obligations of this Lease. However, Tenant acknowledges the Premises are part of a larger public building. Therefore, Tenant may experience temporary impacts to operations, noise, and parking access customarily found with public buildings.

18. Maintenance. The Landlord shall be responsible for all structural maintenance of the Premises, including the roof, foundation, structural members, and exterior wall surfaces. The Landlord will be responsible for janitorial service in areas used in common with the Library Building and other tenants and cleaning the outside of the glass and replacement in the event of damage from an outside source. Tenant shall be responsible for all interior maintenance, including mechanical and electrical fixtures to the extent that they are located within and exclusively benefit the Premises, janitorial service, and glass maintenance (both cleaning the inside and replacement in the event of damage from an inside source) which is within the leased premises or solely serves the Premises. Landlord shall be responsible for mechanical systems, which serve space as reasonably necessary to maintain the structure and to service common utility facilities. Exterior maintenance of the site and snow removal shall be Landlord's responsibility.

19. Access to Other Spaces. Tenant shall not interfere with the access to other spaces within the building or obstruct the entrances to those other spaces in any way. Landlord shall have such access through Tenant's space as reasonably necessary to maintain the structure, service common utility facilities, and program use. Landlord shall have the right to inspect the leased space during the Tenant's normal business hours.

20. Force Majeure. This Lease Agreement shall automatically terminate upon any holding, interpretation, or determination by a court, legislative, or administrative body that Landlord may not lease to a private educational entity or similar establishment or that the Landlord may not lease to a private entity either under existing state and federal law regulation or future state and federal law regulation.

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

22. Care and Repair of Premises by Tenant. Tenant will inspect and accept the Premises for the purposes of this agreement prior to taking occupancy. Tenant will not

commit any waste on Premises nor shall it use or permit the use of the Premises in violation of any state law or county or municipal ordinance or regulation applicable thereto. Tenant may, with the prior written consent of the Landlord, but at its own cost and expense, in a good workmanlike manner, make such alterations and repairs to the leased space as Tenant may require for the conduct of its business without, however, materially altering the basic character for the building or improvements or weakening the structure on the leased premises. Any permanent alterations or improvements to the Premises shall become the property of the Landlord upon expiration or termination of this Lease unless specifically exempted in writing prior to commencing work.

23. Damage or Destruction. If the Premises or any part thereof shall be damaged or destroyed by fire or other casualty, Landlord shall promptly repair all such damage and restore the premises without expense to the Tenant subject to delays due to adjustment in insurance claims, strikes and other causes beyond the Landlord's control. If such damage or destruction shall render the Premises uninhabitable in whole or in part, the rent shall be abated wholly or proportionately until the damage shall be repaired and the premises restored. If the damage or destruction shall be of which may require removal of Tenant's operations from the Premises, either Landlord or Tenant may elect to terminate this lease by written notice to the other within thirty (30) days after the occurrence of such damage or destruction. Tenant shall receive permission from Landlord to use space heaters and/or any other electrical equipment which may overload the system. If we choose to hold a deposit; is this where we address payment?

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

25. Hold Over. Should Tenant hold over the Premises or any part thereof after the expiration of the term of this Lease unless otherwise agreed in writing, such holding over shall constitute a tenancy from month to month only, and Tenant shall pay as monthly rental the same monthly rental provided for herein.

26. Available Space. If additional space becomes available in the Library Building, Landlord agrees to offer such space to tenants in the Library Building before making it available to non-tenants. Landlord reserves the right to use space that becomes available and to assign the space through a competitive bid process with tenants of the Library Building who have been in the building for one (1) year or more, at the time the space becomes available.

27. Indemnity.

(1) The Tenant shall indemnify and hold the City and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising

out of, in connection with, or incident to the execution of this Agreement and/or the Tenant's defective performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Tenant; and provided further, that nothing herein shall require the Tenant to hold harmless or defend the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers. The Tenant expressly agrees that the indemnification provided herein constitutes the Tenant's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Tenant claims or recovers compensation from the City for a loss or injury that Tenant would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the parties, and is expressly made effective only for the purposes of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement.

(2) No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

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

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

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

31. Rights of Successors and Assigns. The covenants and agreements contained within the Lease shall apply to the benefit of successors in interest and legal representatives, except as expressly otherwise hereinbefore provided.

32. Security. The Landlord will install doors with locking hardware. The Tenant is entitled to put locks on the doors to its space, provided the Landlord is given keys for reasonable access and building maintenance. Both parties will attempt to keep the exterior doors locked after their use of the building is completed for the day, and the Tenant shall have the obligation of checking all exterior doors and setting of alarm at the

conclusion of each day to make sure that they are locked, and that windows in the rooms used by the Tenant are secured. Lights should be turned off at the conclusion of the Tenant's use each day.

33. Parking. The Carl Winters School underlying approvals recognize the parking for the building is shared between the building tenants. There are no guaranteed spots. The Mawhinney lot across the street can be accessed for any overflow parking needs. The Landlord will assign a minimum of two short term load/unload parking spaces proximate to the entry of the building for non-exclusive tenant use.

34. Notice Provision. Any and all notices required by this Lease Agreement shall be in writing and delivered personally to the party to whom the notice is to be given, or mailed by certified mail, postage prepaid, and addressed as follows:

If to Landlord:
Jonathan Weidenhamer
Park City Municipal Corporation
P.O. Box 1480
Park City, Utah 84060

If to Tenant:
Board Chair
Park City Cooperative Preschool
PO Box 683482
Park City, UT 84068

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

DATED this _____ day of _____, 2014 LEASE SIGNED.

PARK CITY MUNICIPAL
CORPORATION

_____
Jack Thomas, Mayor

Attest:

_____
Marci Heil, City Recorder

Approved as to form:

_____
City Attorney's Office

NAME OF TENANT
Park City Cooperative Preschool

_____
SIGNATURE

_____
PRINT NAME AND TITLE

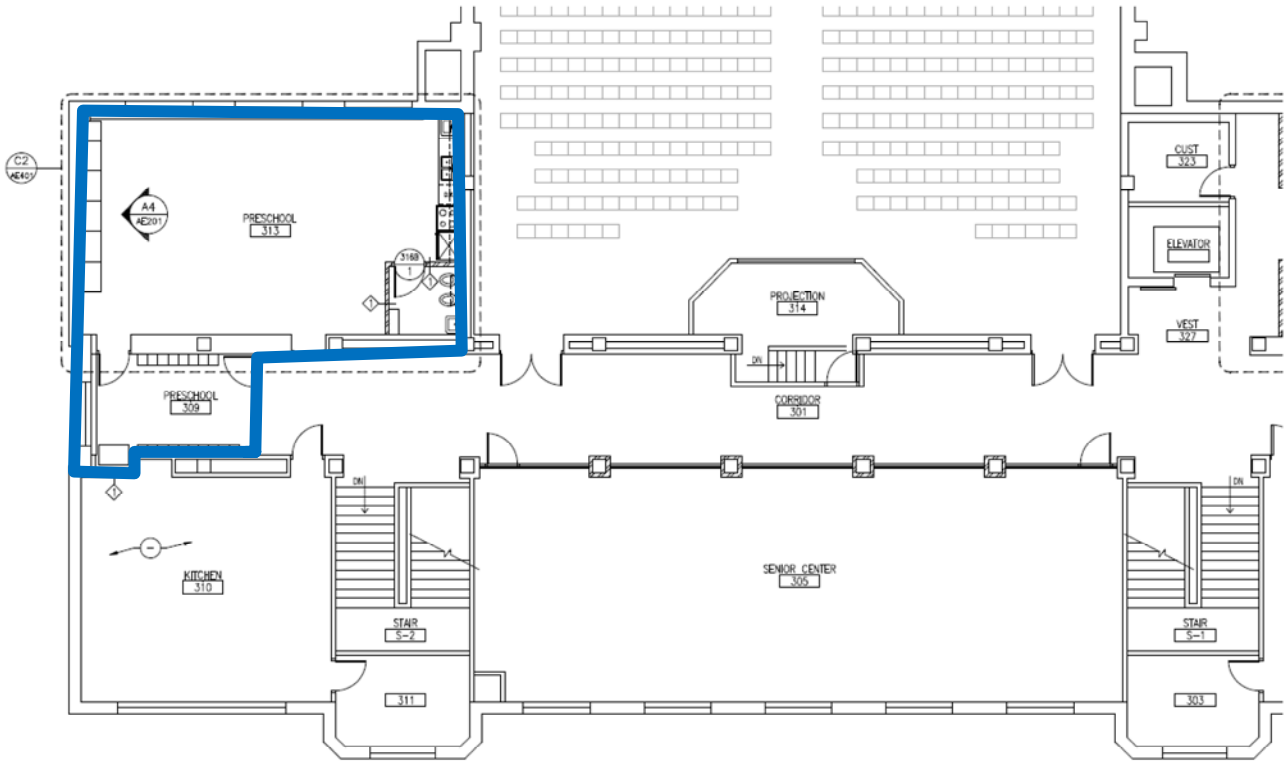
ACKNOWLEDGMENT

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this _____ day of _____, 2014, before me, the undersigned notary, personally appeared _____, personally known to me/proved to me through identification documents allowed by law, to be the person who executed the within instrument as _____ *(Title of Signer)*, the corporation therein named, and acknowledged to me that **Park City Cooperative Preschool** executed the same for the purposes therein stated.

_____
Notary Public

Exhibit A



- Non – Exclusive Use
- Exclusive Use

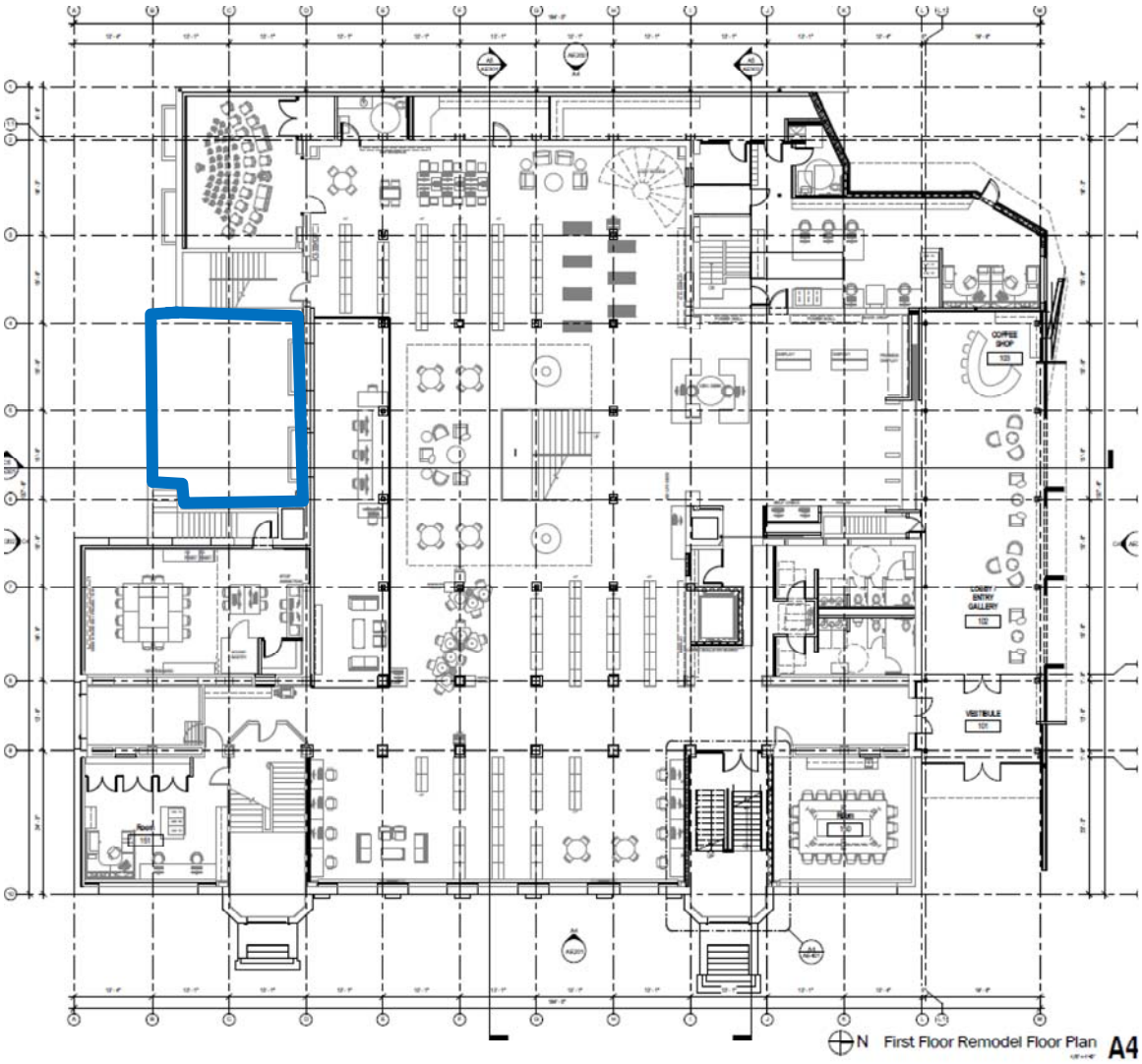
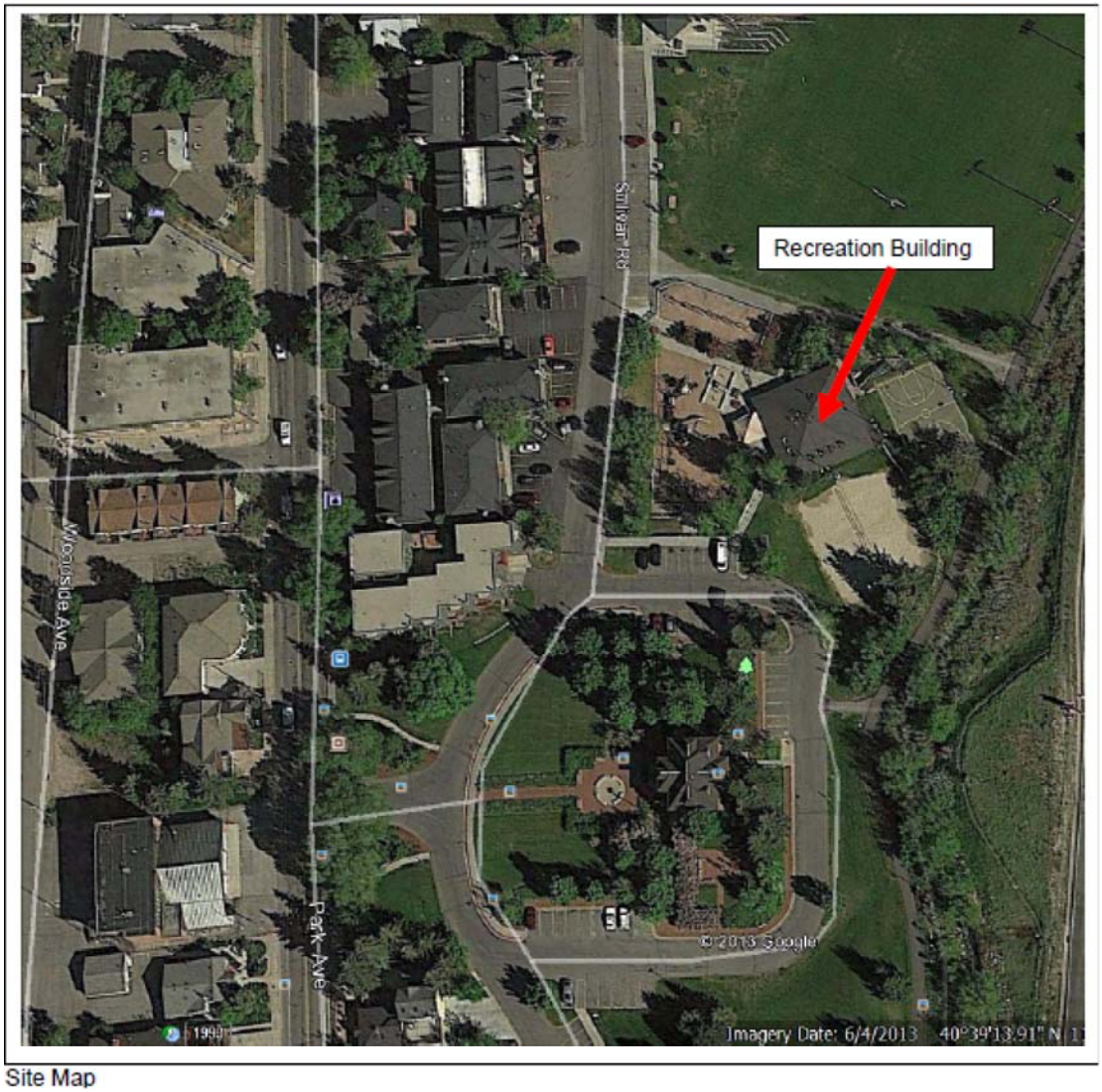
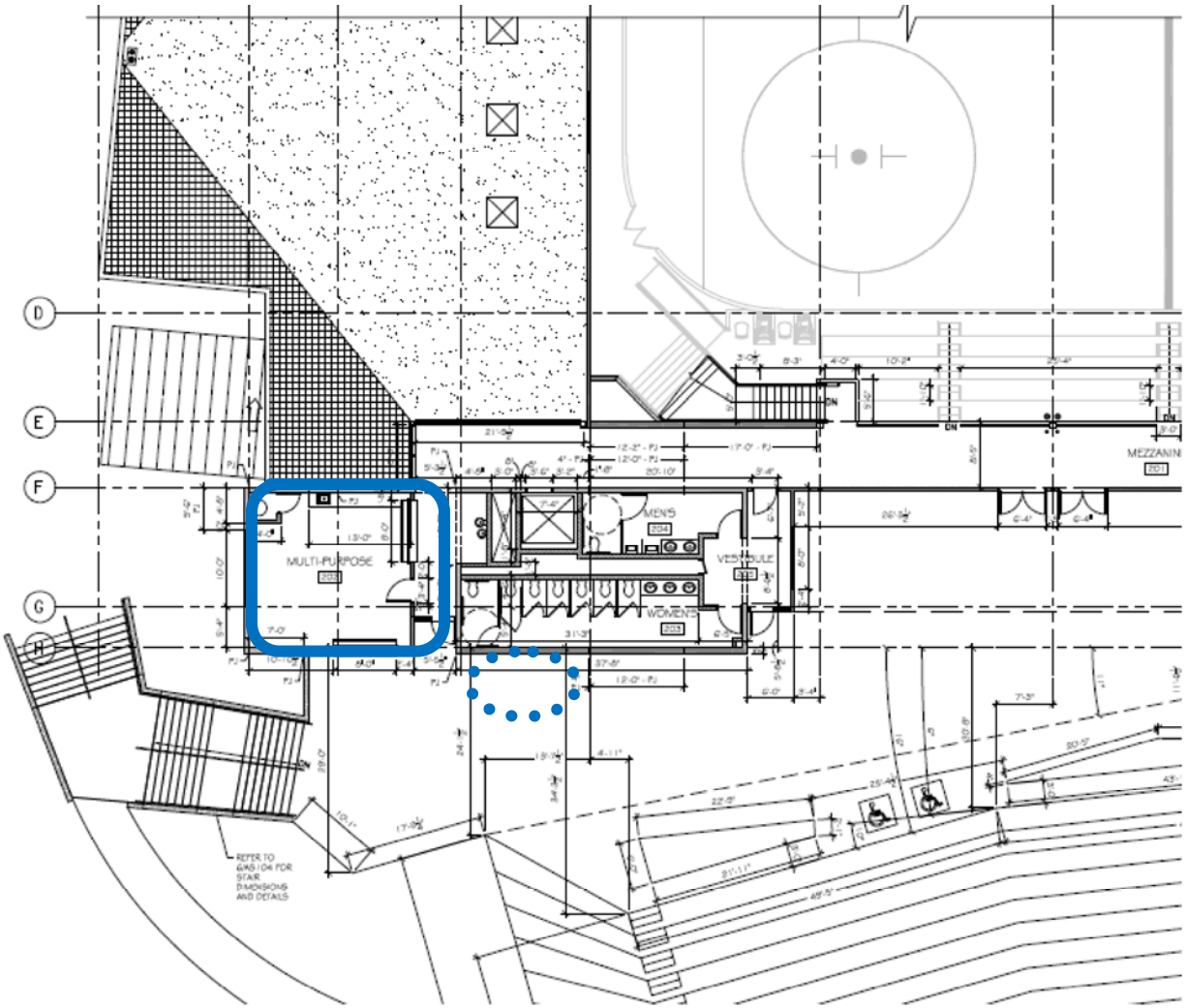

COFFEE SHOP
LOBBY ENTRY GALLERY
VESTIBULE
N
First Floor Remodel Floor Plan
A4

Exhibit B



Site Map

Exhibit C


D
E
F
G
H
MULTI-PURPOSE
203
MEN'S
204
WOMEN'S
205
VESTIBULE
202
MEZZANINE
201
REFER TO
&AS-104 FOR
STAIR
DIMENSIONS
AND DETAILS

BASE RENT	monthly payment	2% Deduction for Bi-Yearly Payment	Bi-Yearly Payment	4% Deduction for Yearly Payment	Savings at 2%	Savings at 4%
$15,925.61	$1,327.13	$15,607.10	$7,803.55	$15,288.59	$318.51	$637.02
$16,721.89	$1,393.49	$16,387.45	$8,193.73	$16,053.01	$334.44	$668.88
$17,557.99	$1,463.17	$17,206.83	$8,603.41	$16,855.67	$351.16	$702.32
$18,435.88	$1,536.32	$18,067.17	$9,033.58	$17,698.45	$368.72	$737.44
$19,357.68	$1,613.14	$18,970.52	$9,485.26	$18,583.37	$387.15	$774.31
$20,325.56	$1,693.80	$19,919.05	$9,959.53	$19,512.54	$406.51	$813.02
$20,935.33	$1,744.61	$20,516.62	$10,258.31	$20,097.92	$418.71	$837.41
$21,563.39	$1,796.95	$21,132.12	$10,566.06	$20,700.85	$431.27	$862.54
$22,210.29	$1,850.86	$21,766.09	$10,883.04	$21,321.88	$444.21	$888.41
$22,876.60	$1,906.38	$22,419.07	$11,209.53	$21,961.54	$457.53	$915.06
$23,562.90	$1,963.57	$23,091.64	$11,545.82	$22,620.38	$471.26	$942.52
$24,269.78	$2,022.48	$23,784.39	$11,892.19	$23,298.99	$485.40	$970.79

Table 2

Carl Winters School Building
Cooperative Preschool
Schematic Level Cost Opinion

Cooperative Preschool				
Demolition				
ITEM	UNIT	QNTY	UNIT COST	EXTENSION
Remove existing ceiling system	SF	818	$ 2.15	$ 1,758.70
Remove interior walls	SF	120	$ 2.85	$ 342.00
Remove door/frame	EA	2	$ 78.00	$ 156.00
Remove floor finishes	SF	992	$ 1.56	$ 1,547.52
Remove millwork	Allow	1	$ 500.00	$ 500.00
Miscellaneous demolition	Allow	1	$ 1,000.00	$ 1,000.00
			Demolition Subtotal:	**$ 5,304.22**
Construction				
ITEM	UNIT	QNTY	UNIT COST	EXTENSION
Suspended 2x2 ceiling	SF	818	$ 4.75	$ 3,885.50
Metal stud/gyp board walls	SF	180	$ 3.66	$ 658.80
Miscellaneous wall infill/patch	Allow	1	$ 500.00	$ 500.00
Single wood door / HM frame	EA	1	$ 1,496.00	$ 1,496.00
Storefront door/frame	SF	120	$ 38.00	$ 4,560.00
Window shades	SF	280	$ 11.00	$ 3,080.00
Paint walls	SF	2544	$ 0.68	$ 1,729.92
Paint door frames	EA	1	$ 65.00	$ 65.00
Rubber base 4"	LF	202	$ 3.25	$ 656.50
Carpet	SF	422	$ 4.80	$ 2,025.60
VCT	SF	409	$ 4.28	$ 1,750.52
Tile	SF	166	$ 15.00	$ 2,490.00
Millwork - restroom	LF	15	$ 215.00	$ 3,225.00
Millwork - kitchen	LF	15	$ 245.00	$ 3,675.00
Millwork - storage	LF	20	$ 315.00	$ 6,300.00
Reinstall cubbies	Allow	1	$ 500.00	$ 500.00
Miscellaneous construction	Allow	1	$ 1,500.00	$ 1,500.00
Appliances (range, mic., ref., dishwasher)	Allow	1	$ 6,000.00	$ 6,000.00
Children's Water Closet	EA	2	$ 680.00	$ 1,360.00
Sink	EA	3	$ 580.00	$ 1,740.00
Mirror	SF	30	$ 42.00	$ 1,260.00
Toilet/kitchen accessories	Allow	1	$ 450.00	$ 450.00
Mechanical	SF	992	$ 24.00	$ 23,808.00
Electrical and Lighting	SF	992	$ 22.00	$ 21,824.00
Fire Sprinkler Adjustments / Upgrades	SF	992	$ 4.00	$ 3,968.00
			Construction Subtotal:	**$ 98,507.84**
			Subtotal:	**$ 103,812.06**
			General Conditions (10%):	**$ 10,381.21**
			Overhead and Profit (15%):	**$ 15,571.81**
			Design Contingency (10%):	**$ 10,381.21**
			TOTAL FEASIBILITY LEVEL CONSTRUCTION COST OPINION:	**$ 140,146.28**

Of these, approximately $28,560 is specifically attributable to requests of the Tenant. Landlord agrees to include these in the renovation costs:

$	what
$3,225	restroom millwork
$3,675	kitchen millwork
$6,300	storage millwork
$500	cubbies
$6,000	appliances
$1,300	kids bathroom
$1,740	sink
$1,260	mirror
$24,000	**sub - total**
$4,560	storefront door
$28,560	**total**

Lower Park Avenue RDA
Staff Report

Sustainability

Subject: **Park City Film Series – Long Term Lease**
Author: **Jason Glidden**
Department: **Sustainability**
Date: **July 10, 2014**
Type of Item: **Administrative**

Summary Recommendations:
Staff recommends that City Council approve the long term lease with the Park City Film Series (PCFS) as approved by the City Attorney.

Topic: Long term lease between Park City Municipal Corporation and the Park City Film Series

Background:
Park City Municipal has a long history of partnering with the Park City Film Series to provide the community with an independent film series that enhances cultural opportunities.

Park City Film Series Lease
The Summit County Arts Council operated a successful film series from 1995 – 1999, and it was seen as a benefit to the community. At that time, everyone agreed the Park City Film Series (PCFS) should financially and organizationally stand on its own and the lease was ultimately assigned to the PCFS for a three year term in September of 2001. In 2004, the agreement was extended for a five year agreement and extended again in 2008 for another five years. In June 2013, the City entered into a one year agreement with PCFS in order to finalize the renovation plans of the Park City Library. The terms of the short term lease were designed to accommodate the construction schedule while still providing the PCFS with a space to operate.

Analysis:
City staff has worked with PCFS to negotiate the following terms:

Length of Lease
The new lease (Exhibit A) will be a five year lease starting in 2015 that will include exclusive use of office space on the third floor, and non-exclusive use of the Santy Auditorium and community space on the third floor during screenings.

Rent
PCFS will be charge an annual rental fee of $20,070.85 for all leased space. This fee will be broken down into monthly payments over 12 months. Rent will increase 3% annually over the term of the lease. A proposed rental schedule is provided in Exhibit B of the lease.

Renovation of Library
While the start of the lease will begin on July of 2014, the PCFS will not occupy the space until the City can provide safe access and other occupancy requirements (elevators, parking, etc) to the third floor. During the renovation, PCFS will relocate to the Prospector Conference Center. As part of the lease, the City will agree to provide PCFS with a one-time payment of $25,000 to offset costs of the temporary relocation caused by the renovation. The funds will be used to help cover increased rent, moving costs, increased marketing.

Three Party Agreement
As part of the renovation of the Carl Winters Building, the Santy Auditorium will receive an upgrade in lighting, sound, and projection equipment. Staff has worked with Sundance and the Park City Film Series to create an agreement (Exhibit C of the lease) that addresses the following areas:

- **Equipment purchases** – outlines what each party will contribute to the purchase of new equipment
- **Equipment ownership** – identifies ownership of each piece of equipment
- **Equipment maintenance** – states who is responsible for maintenance of the equipment
- **Equipment replacement** – creates a plan for the three parties to meet in the future to discuss possible equipment replacement
- **Equipment usage** – specifies who will be allowed to access and utilize the equipment along with new training requirements for projectionists.

This agreement will provide necessary upgrades to the projection booth and auditorium as it relates to enhancing the screening performance and overall sound system of the Santy Auditorium.

Scheduling of Santy Auditorium
The City will retain control of the auditorium for other film and non-film rentals. All partners with the PCFS will book screenings through the City.

Department Review:
Economic Development, City Manager, Legal and Special Events departments have reviewed this report.

Alternatives:
A. Approve: Approve the long term lease as proposed with the Park City Film Series
B. Deny: Deny the approval of the long term lease as proposed with the Park City Film Series
C. Modify: Direct staff to modify the lease with the Park City Film Series before signing
D. Continue the Item: Council could continue the item and have staff return at a later date
E. Do Nothing: Council could take no action on this item

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Varied and extensive event offerings + Balance between tourism and local quality of life		+ Community gathering spaces and places + Entire population utilizes community amenities + Vibrant arts and culture offerings	+ Fiscally and legally sound + Well-maintained assets and infrastructure
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Positive ⇧	Neutral ⇔	Very Positive ↑	Positive ⇧
Comments:				

Funding Source:
Any upgrades to the facility would be approved by City Council and funded by the Lower Park Ave RDA.

Consequences of not taking the recommended action:
City Council could not approve the long term lease with the Park City Film Series. This would not provide both staff and the PCFS with future direction in regards to moving forward on a new lease and prevent the PCFS from future operations.

Recommendation:
Staff recommends that City Council approve the long term lease with the Park City Film Series (PCFS) as approved by the City Attorney.

EXHIBITS
Exhibit A – Park City Film Series Lease

Park City Film Series
Park City Municipal Corporation
2014 Property Lease

THIS AGREEMENT is made by and between Park City Municipal Corporation (hereinafter referred to as "Landlord") and the Park City Film Series (hereinafter referred to as "Tenant") to set forth the terms and conditions under which Landlord will lease space in the Park City Library & Education at 1255 Park Avenue, Park City Utah (hereinafter referred to as "Library Building") to Tenant. The parties agree as follows:

1. Property. The property leased is within Library Building as described in Exhibit A (attached and hereafter referred to as Premises). The leased space includes the exclusive use of Room 301 for office space, an area behind the theatre stage for storage space, and, subject to the use periods defined below in paragraph 5, non-exclusive use of the Santy Auditorium, commercial kitchen, and Room 314N one hour and half prior to screening time until one hour and half after screening concludes for concession operations only on dates that screenings are booked.

In addition, the Tenant will have the option to rent other flexible community meeting space within the Carl Winters building four times a year free of charge. Any additional rental of space must be booked through the normal rental process with the city's Special Event Department and will be subject to normal rental conditions, which shall not include the Sundance Film Festival.

The Tenant has the option to secure other open spaces on the third floor of the Carl Winters building during all screening dates at normal rental rates, subject to availability at the same terms as the general public, which shall not include the Sundance Film Festival.

2. Term. The Lease term shall commence on July 1, 2014, and shall run for six (6) consecutive twelve-month (12) month terms, through June 30, 2020. This Agreement will be reviewed annually by both parties. If no amendments are requested, the agreement will automatically renew for each year unless either party provides written notice of its intent not to renew by March 30th prior to expiration of any term. The Tenant agrees to suspend activity and vacate the Premises through the duration of the term of the Use Area for the Sundance Film Festival each year as approved by the City pursuant to the approval of the Master Festival License. Rent shall be waived of a pro rata basis for each period of suspension and calculated into the monthly rent amount.

3. Renovation of Library Building. The Landlord will be renovating the Library Building from July 1, 2014 through May 31, 2015. The 3rd Floor and Santy Auditorium is expected to be substantially complete by January 5, 2015 to allow for the projector room build out and the Sundance Film Festival, which ends on February 1, 2015. Between July 1, 2014 and February 6, 2015 the tenant will relocate in their entirety to an alternative location and no rent shall be due. In an effort to help mitigate impacts for

DRAFT

vacating the Library Building during that time, the city will provide one-time cash payment of $25,000 to partially cover the following:

- Increased rent at an alternative location within the city
- Relocation & storage of film projection equipment
- Potential lost revenue due to relocation
- Increased marketing costs associated with relocation.

Temporary Occupancy: Landlord will have sole discretion on whether Tenant will have use of the Santy Auditorium from February 6 – May 31, 2015 for weekend dates until a Certificate of Occupancy for the entire third floor is gained. The Landlord will determine what areas will be available on the weekends during this period, subject to limited occupancy until the fire suppression system is operable. If temporary occupancy is delayed past February 6, 2015, both parties will meet to determine what additional mitigation efforts (if any) are needed until temporary occupancy can be granted.

4. Rent. The rent for the leased space within the Library Building shall be as follows:

(1) Rate: Rent starting in July 2014 will be Twenty Thousand Seventy Dollars and Eighty Five Cents ($20,070.85) but will be prorated based on temporary occupancy pending construction at a rate mutually agreeable by both parties. Starting in July 2015 the rent will be Twenty Thousand, Six Hundred Seventy Two Dollars and Ninety Eight Cents ($ 20,672.98) for the twelve month term.

(2) Payments: In 2015, Rent shall be paid in Twelve (12) equal monthly installments of One Thousand and Seven Hundred and Twenty Two Dollars and Seventy Five Cents ($1.722.75). Rent shall be due on the first of each month, and past due if not paid by the tenth (10th) of the month. A late fee of $25 will be charged every 5 days that payment is past due.

(3) Deposit: A refundable deposit of $2,500.00 is required to cover any damage and cleaning/removal of items needed at the end of the lease term.

(4) Rent Adjustment: Beginning each July 1 the annual rent shall increase 3%, for example on July 1, 2015 the annual rent will increase to $20,672.98. A proposed rent schedule for each lease term is provided as Exhibit B

(4) Credit for Early Payment. If Tenant pays Landlord the annual rent in full by September 15, then rent will be reduced by two percent (2%).

5. Film Series Obligation. The Park City Film Services ("Film Series") shall conduct the programed screening of independent, documentary and foreign films, and film-related events, that are unique to the Park City community. The Film Series is allowed a maximum of 130 screenings per year in the Auditorium on Fridays, Saturdays, Sundays, and one (1) screening per month on any Thursday. Additional screenings will be charged at the normal fee per the Santy Auditorium fee schedule and be subject to availability. The screenings will take place from September 1st through June 30th, on dates which have not been previously booked by the Special Events and Facilities Department and that do not conflict with the Sundance Film Festival. Any screening starting later than 10

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pm on Friday, Saturday or Sunday as designated herein, and any screening proposed for any other day or night require the advanced approval of the City.

6. Tax-Exempt Status. In the event Film Series loses it tax-exempt status, the City shall have the option of terminating the contract, or increasing the rental to the fair market value of the space occupied by the Film Series on the date that the tax exemption was revoked.

7. Storage of Equipment and Supplies. The Film Series shall be permitted to use an area which will be designated by the City in the backstage area of the auditorium & commercial kitchen for storage of equipment and supplies related to the Film Series operations. No hazardous material shall be stored in this designated area. Equipment and supplies stored in this area shall be in compliance with applicable Building codes and stored such that they do not cause risk of injury to individuals inside or outside of the area. The Film Series will be responsible for securing this area and the City is not responsible for any lost or damage items stored in this area.

8. Use, Maintenance and Replacement of Film Projection Equipment. The Tenant's ownership, use of and obligation for maintenance and replacement of the film projection equipment are outlined in the Three Party Agreement (Exhibit C) of this contract.

9. Accounting. The Park City Film Series agrees to keep and maintain its financial books and records in accordance with generally accepted accounting principles. The City or its independent auditor reserves the right to conduct its own annual audit of the financial books and records at reasonable times and places during ordinary business hours provided that thirty (30) days written notice of the audit is provided to the Park City Film Series and such notice contains a reasonable explanation for the audit. Any audit performed by Park City pursuant to this Agreement shall be performed at Park City's sole expense.

10. Scale of Event. The Film Series hereby acknowledges that no event shall exceed the occupancy limit on any space inside the building as determined by the Park City Building Department and Planning approvals. The Film Series shall arrange to mitigate parking, traffic, and noise impacts associated with any screening not limited to marketing efforts and directional signage. A written plan will need to be approved by City officials annually. Security and emergency lighting/exits/evacuation for all screenings are solely the responsibility of the Tenant.

11. Scheduling. The Film Series is subject to the following Auditorium scheduling requirements: (1) The Film Series must submit a tentative annual schedule by July 1st of each year; (2) The Film Series will permit one weekend per quarter to be used by the Park City Municipal Corporation for any purpose if such dates are agreed upon by July 1st of each year; and 3) No Film Series screening shall occur during the Sundance Film Festival, as scheduled annually. Nothing herein shall allow the City to regulate the content or otherwise censor the Film Series' screenings nor speech.

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12. Assignment/Sublease. The Tenant has no right to assign or sublet any or all portions of the leased space for any purpose whatsoever, including subleases or assignments to other non-profit organizations, or assignments for the benefit of creditors. Any attempt to sublet or assign shall cause this contract to immediately terminate.

13. Utility Service. Landlord shall be responsible for natural gas, electricity, sewer, security systems, refuse collection and water for the leased space. Tenant will be responsible for any other utilities such as telephone and cable television and shall establish an account with each of these utilities in its own name.

14. Use of the Premises. The premises shall be used by the Tenant only for film programs sponsored and organized by the Park City Film Series.

15. Telephone, Cable, Internet and Microwave. The Tenant will install its own telephone, television, computer and other communication equipment in the leased space. Except for specialized communication facilities, equipment, wiring, cables or installations necessary to install, run and maintain the digital projector and ancillary equipment necessary under the Three Party Agreement, any other specialized communication facilities, equipment, wiring, cables or installations will be the Tenant's responsibility, with prior approval by Landlord. The remodeled space will include wiring, cables or chases for a wide variety for communications between spaces within the building and externally. Any specialized communication facilities, equipment, wiring, cables or installations beyond that necessary for the Three Party Agreement will be the Tenant's responsibility.

16. Insurance. Tenant will carry a primary and non-contributory policy of general liability insurance, in an amount of at least Two Million Dollars ($2,000,000) per incident or occurrence and Four Million Dollars ($4,000,000) policy aggregate limits, to cover Tenant's patrons and employees during the course of its business. Tenant shall carry a primary and non-contributory property insurance policy covering property and contents located in Tenant's space, which are owned or leased by the Tenant.

Tenant's policies shall include an endorsement naming Landlord an additional insured on the policy, and an endorsement Waiver of Transfer of Rights of Recovery Against Others To Us (form CG 24 04 10 93), as part of the policy. A certificate of insurance with a thirty (30) day cancellation notice provision shall be provided to Landlord on or before the lease commencement date, and maintained continuously during the term of the lease.

Landlord will carry property insurance covering the structure for casualty loss, and boiler and machinery insurance for boiler and mechanical systems loss.

The Tenant will not store or keep any product or equipment within the space that will, because of its nature, increase the risk of casualty losses to the overall building, or that will require additional premiums or specialty coverage.

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17. Payment of Taxes and Other Assessments. As a tax exempt entity, the Landlord does not expect to be assessed real estate and personal property taxes and other related assessments or taxes on the Premises. However should the Tenant change the tax status or should other circumstances cause taxes or assessments to be imposed on the Premises, then Tenant shall pay a pro-rata share of real estate and personal property taxes and other related assessments or taxes for the Tenant's Premises during the term of this lease.

18. Liens. Tenant shall not permit any liens to attach to the property for work done at Tenant's request or for Tenant's benefit. If Landlord received notice of any such against the property, Tenant shall promptly discharge the lien at Landlord's request, or post funds sufficient to satisfy the lien during any period of good faith contest of the lien by Tenant. In the event Landlord reasonably feels its title to the property is in jeopardy because of any lien Tenant has elected to attach to the property, Landlord may discharge the lien and collect the amount paid from the Tenant. The Tenant agrees to pay all reasonable costs incurred by the Landlord in the defense or discharge of any liens on the property.

19. Tenant Improvements. The Premises are being leased to Tenant in as-is condition. Any additional interior finish or furnishings desired by the Tenant must be approved in advance by the Landlord in writing and are the responsibility of the Tenant, with no allowance made for the costs of the Tenant improvements unless agreed to by Landlord in writing. At the expiration or termination of the Lease, all Tenant improvements that could be deemed fixtures under the law become property of the Landlord unless specifically exempted in writing prior to installation.

20. Signs. Landlord reserves the right to specifically review and approve or reject proposed signs on or in the building. Landlord's approval for signs will not be unreasonably withheld, so long as the sign is directional rather than promotional, meets the requirements of the Park City Sign Code, and conforms with the historic nature and architectural detailing of the building. Signs shall be removed and any damage resulting from removal shall be repaired when the tenant vacates the leased space.

21. Remedies. In the event the Tenant fails to pay monthly installment payments when due, or violates or reaches any other term or condition of the Lease, Landlord shall have the right to exercise the following remedies, and any other remedies available at law or equity:

(1) Landlord may, by written notice to Tenant, demand that Tenant either pay rental installments due within ten (10) days, or quit the premises within fifteen (15) days;

(2) Landlord may permit the Tenant to remain in possession and sue for the installments that are past due;

(3) Landlord may re-let the premises for Tenant's account at the rate and on such terms as are commercially reasonable at the time and under the

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circumstances, and charge Tenant for any difference in the rental received and the rental agreed to herein, provided that any re-letting shall be done in good faith under the circumstances;

(4) Landlord may agree to a payment of damages in such amount as the parties then agree, and release the Tenant from obligations under this Lease entirely. Unless Landlord has released Tenant's continued performance under this Lease, Tenant is deemed to be in possession of the Premises, and any re-letting by Landlord in on Tenant's account. Tenant is responsible for all payments and obligations under the Lease until Landlord releases Tenant.

22. Covenant of Quiet Possession. Landlord covenants with Tenant that Landlord owns or controls the Premises and that Tenant's possession will not be disturbed by acts or omissions of the Landlord so long as Tenant faithfully performs the obligations of this Lease. However, Tenant acknowledges the Premises are part of a larger public building. Therefore, Tenant may experience temporary impacts to operations, noise, and parking access customarily found with public buildings.

23. Maintenance. The Landlord shall be responsible for all structural maintenance of the Premises, including the roof, foundation, structural members, and exterior wall surfaces. The Landlord will be responsible for janitorial service in areas used in common with the Library Building and other tenants and cleaning the outside of the glass and replacement in the event of damage from an outside source. Tenant shall be responsible for all interior maintenance, including mechanical and electrical fixtures to the extent that they are located within the exclusive use area (Room 301 – office) of the Tenant and exclusively benefit the Premises, janitorial service, and glass maintenance (both cleaning the inside and replacement in the event of damage from an inside source) which is within the leased premises or solely serves the Premises. Landlord shall be responsible for mechanical systems, which serve space as reasonably necessary to maintain the structure and to service common utility facilities. Exterior maintenance of the site and snow removal shall be Landlord's responsibility.

24. Access to Other Spaces. Tenant shall not interfere with the access to other spaces within the building or obstruct the entrances to those other spaces in any way. Landlord shall have such access through Tenant's space as reasonably necessary to maintain the structure, service common utility facilities, and program use. With reasonable notice, Landlord shall have the right to inspect the leased space during the Tenant's normal business hours.

25. Force Majeure. This Lease Agreement shall automatically terminate upon any holding, interpretation, or determination by a court, legislative, or administrative body that Landlord may not lease to a private educational entity or similar establishment or that the Landlord may not lease to a private entity either under existing state and federal law regulation or future state and federal law regulation.

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

27. Care and Repair of Premises by Tenant. Tenant will inspect and accept the Premises for the purposes of this agreement prior to taking occupancy. Tenant will not commit any waste on Premises nor shall it use or permit the use of the Premises in violation of any state law or county or municipal ordinance or regulation applicable thereto. Tenant may, with the prior written consent of the Landlord, but at its own cost and expense, in a good workmanlike manner, make such alterations and repairs to the leased space as Tenant may require for the conduct of its business without, however, materially altering the basic character for the building or improvements or weakening the structure on the leased premises. Any permanent alterations or improvements to the Premises shall become the property of the Landlord upon expiration or termination of this Lease unless specifically exempted in writing prior to commencing work.

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

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

30. Hold Over. Should Tenant hold over the Premises or any part thereof after the expiration of the term of this Lease unless otherwise agreed in writing, Tenant shall pay the same monthly rental provided for herein, plus ten (10%) increase, and any and all damages as available to Landlord, including attorney fees for eviction and statutory penalties/treble damages.

31. Indemnity.

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(1) The Tenant shall indemnify and hold the City and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to the execution of this Agreement and/or the Tenant's defective performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Tenant; and provided further, that nothing herein shall require the Tenant to hold harmless or defend the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers. The Tenant expressly agrees that the indemnification provided herein constitutes the Tenant's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Tenant claims or recovers compensation from the City for a loss or injury that Tenant would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the parties, and is expressly made effective only for the purposes of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement.

(2) No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

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

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

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

35. Rights of Successors and Assigns. The covenants and agreements contained within the Lease shall apply to the benefit of successors in interest and legal representatives, except as expressly otherwise hereinbefore provided.

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36. Building Security. The Landlord will install doors with locking hardware. The Tenant is entitled to put locks on the doors to its space, provided the Landlord is given keys for reasonable access and building maintenance. Both parties will attempt to keep the exterior doors locked after their use of the building is completed for the day, and the Tenant shall have the obligation of checking all exterior doors and setting of alarm at the conclusion of each day to make sure that they are locked, and that windows in the rooms used by the Tenant are secured. Lights should be turned off at the conclusion of the Tenant's use each day.

37. Notice Provision. Any and all notices required by this Lease Agreement shall be in writing and delivered personally to the party to whom the notice is to be given, or mailed by certified mail, postage prepaid, and addressed as follows:

If to Landlord:
Jonathan Weidenhamer
Park City Municipal Corporation
P.O. Box 1480
Park City, Utah 84060

If to Tenant:
Katharine Wang, Executive Director
Park City Film Series
1255 Park Avenue/ P.O. Box 683058
Park City, UT 84060

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

DATED this _____ day of MONTH AND YEAR LEASE SIGNED.

PARK CITY MUNICIPAL
CORPORATION

_____
Jack Thomas, Mayor

Attest:

_____
Marci Heil, City Recorder

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Approved as to form:

_____
City Attorney's Office

NAME OF TENANT
Park City Film Series

_____
SIGNATURE

_____
PRINT NAME AND TITLE

ACKNOWLEDGMENT

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this _____ day of _____, 2014, before me, the undersigned notary, personally appeared _____, personally known to me/proved to me through identification documents allowed by law, to be the person who executed the within instrument as _____ *(Title of Signer)*, the corporation therein named, and acknowledged to me that **Park City Film Series** executed the same for the purposes therein stated.

_____
Notary Public

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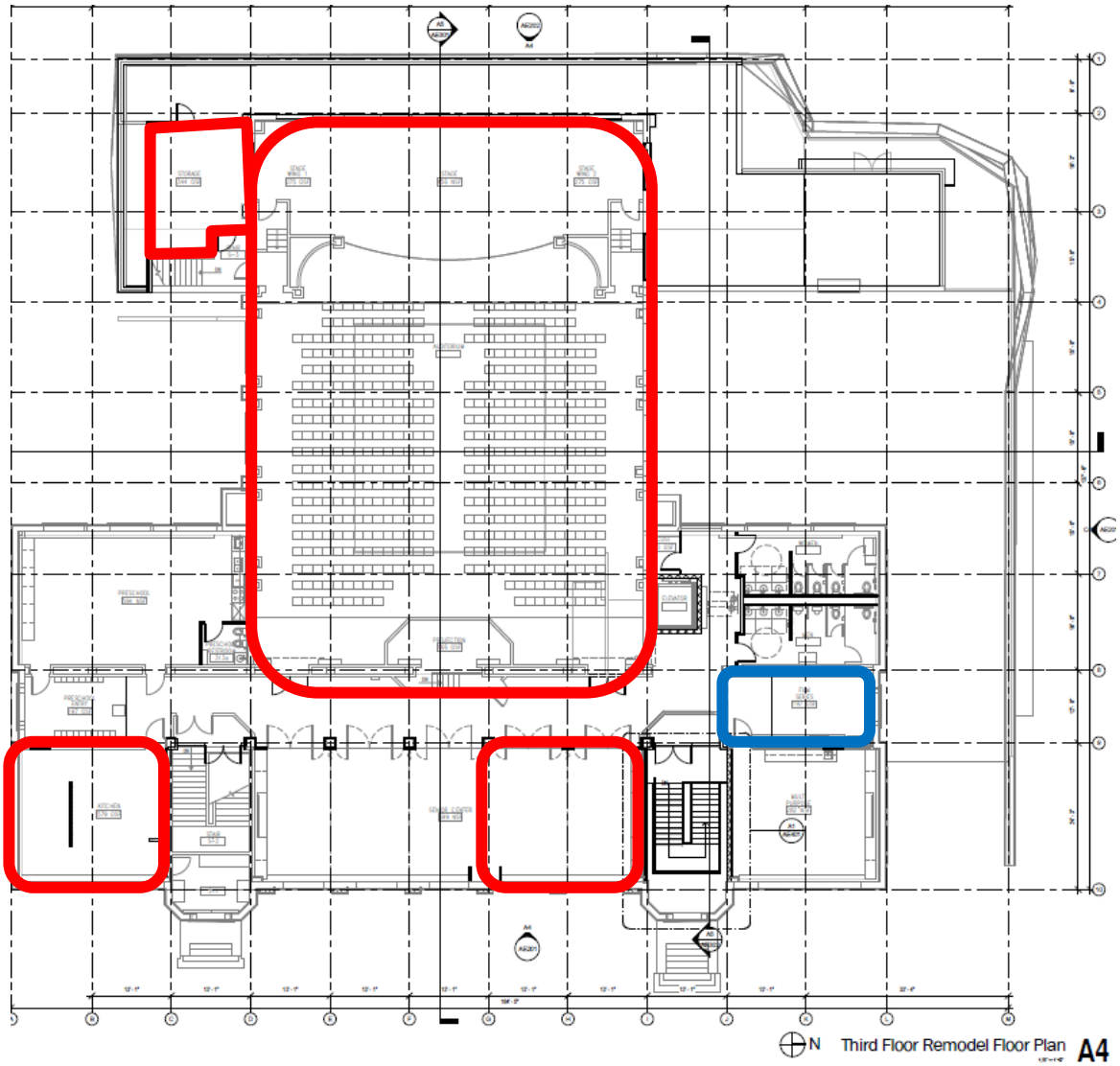
Exhibit A



- Non – Exclusive Use
- Exclusive Use

EXHIBIT B – RENT SCHEDULE

YEAR	TOTAL RENT	THEATRE RENT	OFFICE SPACE	OFFICE $/SqFT	SCREENINGS	PER SCREENING	MONTHLY RENT
2014	$ 20,070.85	$ 17,089.41	$ 2,981.44	$ 1.24	130	$ 131.46	$ 1,672.57
2015	$ 20,672.98	$ 17,602.09	$ 3,070.89	$ 1.28	130	$ 135.40	$ 1,722.75
2016	$ 21,293.17	$ 18,130.16	$ 3,163.01	$ 1.32	130	$ 139.46	$ 1,774.43
2017	$ 21,931.97	$ 18,674.06	$ 3,257.91	$ 1.36	130	$ 143.65	$ 1,827.66
2018	$ 22,589.92	$ 19,234.28	$ 3,355.64	$ 1.40	130	$ 147.96	$ 1,882.49
2019	$ 23,267.62	$ 19,811.31	$ 3,456.31	$ 1.44	130	$ 152.39	$ 1,938.97
2020	$ 23,965.65	$ 20,405.65	$ 3,560.00	$ 1.48	130	$ 156.97	$ 1,997.14

LEAVE

THREE PARTY AGREEMENT FOR THE PURCHASE & USE OF FILM PROJECTION EQUIPMENT AT THE JIM SANTY AUTITORIUM

THIS AGREEMENT IS MADE AND ENTERED into this _____ day of June, 2014, by and between Park City Municipal Corporation ("City") Park City Film Series ("PCFS"), and Sundance Institute ("Sundance").

RECITALS

This Agreement is made and entered into with reference to the following facts:

A. The City is the owner of a property located at 1255 Park Avenue, Park City, Utah. This property is referred to as the Carl Winters Building.

B. The City, pursuant to making city owned facilities accessible and well used by the community, intends to renovate the Jim Santy Auditorium, which is located inside the Carl Winters building.

C. As part of the renovation, new equipment for theatre lighting, sound, and film projection will be purchased.

D. Sundance has staged the Sundance Film Festival in Park City, using the Jim Santy Auditorium as a venue for the event. The City finds Sundance to be a valuable asset to the community, and wishes to ensure its long-term presence at the Carl Winters Building.

E. PCFS is a local film series specifically catering to the community of Park City, and a long-term tenant of the Carl Winters Building. The City finds PCFS to be a valuable asset to the community, and wishes to ensure its long-term presence at the Carl Winters Building.

NOW, THEREFORE, based upon the mutual consideration herein, the sufficiency of which all parties hereby acknowledge, the parties agree as follows:

1. **Equipment Purchased**. The three parties agree to each contribute to the cost of upgrading the projection equipment inside the Santy Auditorium as specified in the "Equipment Purchase Sheet" (Exhibit A).

2. **Ownership of Equipment.** Each party will retain ownership of the equipment they have purchased as outlined in "Equipment Purchase Sheet" (Exhibit A). If at any point any of the parties desire to sell their equipment, first right of approval will be given to the other two parties.

3. **Maintenance of Equipment.** Sundance will be responsible for servicing the projector prior to the Festival dates in January and for ensuring the projector is in working order immediately after the Festival. Any work (including but not limited to repair or replacement parts) needed before the Festival will be PCFS' responsibility and any work needed immediately after the Festival will be Sundance's responsibility. All other times of the year a log will be kept to track usage by PCFS and PCMC. A sample sheet of the log is included in Exhibit B, "Sample Usage Log". If repairs are needed to the equipment than the usage log will be referenced to determine which party (PCFS or PCMC) is responsible for the costs of repairs or replacements. The City will be responsible for maintaining the light and sound system including the full costs of any repairs or replacement parts should damages or necessary repairs occur unless it is determined that another party is responsible for the damage. 4. **Use of Equipment.**

All parties will have unlimited use of the equipment free of charge so long as a trained and approved projectionist is operating the equipment. This does not include

the use of the theatre, which must be booked in advanced through the City at a fee that is pre-determined by the involved parties.

5. **Replacement of Equipment**

The three parties agree to meet annually to evaluate the equipment and determine if modifications or replacements are needed. If any party decides that the replacement needs to occur before the agreed upon replacement schedule, it will be the sole responsibility of that party to purchase and maintain the equipment. Both the City and PCFS agree to set aside funds on an annual basis to be used for future equipment replacement needs. The amount of funds will be calculated based on a seven-year replacement cost that includes a three percent annual inflationary component (Exhibit C).

6. **Planning Approval and Building Permits.** The City will be responsible for obtaining proper planning approval for all renovation plans. In addition, the City will be responsible for securing all necessary building permits for the renovation.

7. **Approval by City Council.** This Agreement is subject to approval by City Council following a public hearing. .

8. **Assignment**. This Agreement is not assignable without the consent of the City.

9. **Miscellaneous Provisions.**

9.1. **Exhibits.** All exhibits hereto are expressly made a part hereof by this reference.

9.2 **Time of Essence**. Time is of the essence of this Agreement.

9.3. **Entire Agreement.** This Agreement contains the entire agreement of the parties with respect to the subject matter hereof and may only be amended in writing, signed by both Parties.

9.4. **Governing Law.** This Agreement will be governed by the laws of the State of Utah without reference to its choice of law provisions.

9.5. **Attorney Fees.** If a lawsuit is instituted by any of the parties with respect to this Agreement, the prevailing party will be entitled to recover from the other its reasonable attorney fees

9.6 **Further Assurances.** In the event that additional documentation, consents or other action is required to carry into effect the intent of this Agreement, the parties agree that they will cooperate and provide any such further documentation or assurances as may reasonably be required.

9.7. **Termination.** This Agreement can be terminated by any of the three parties with 6 month written notice.

9.8. **Notices**. Any notice or designation to be given hereunder shall be given by placing the notice or designation in the United States mail, certified or registered, properly stamped and addressed to the address shown below or such other address as the respective party may direct in writing to the other, or by personal delivery to such address by a party, or by a delivery service which documents delivery, and such notice or designation shall be deemed to be received upon such placing in the mails or upon such delivery:

Park City Municipal Corporation
PO Box 1480
Park City, Utah 84060
Attn: City Attorney

Park City Film Series
P.O. Box 683058
Park City, UT 84068
Attn: Executive Director

Sundance Institute
1825 Three Kings Dr.
Park City, UT 84060
Attn: Co-Managing Director

DATED AND ENTERED INTO as of the day and year first above written.

PARK CITY MUNICIPAL CORPORATION

By:_____

Jack Thomas

PARK CITY FILM SERIES

By:_____

Katharine Wang

SUNDANCE INSTITUTE

By:_____

Sarah Pearce

Attest:

_____
Marci Heil, City Recorder

Approved as to form:

_____
Mark D. Harrington, City Attorney

ACKNOWLEDGMENT

STATE OF UTAH) :ss. COUNTY OF SUMMIT)

On this _____ day of _____ 2014, personally appeared before me _____, who being duly sworn, did say that s/he is the _____ of Community Wireless of Park City, Inc., and acknowledged to me that the preceding Agreement was signed on behalf of said corporation, and s/he acknowledged that the company did execute the same for its stated purpose.

Notary Public

Exhibit A – Equipment Purchase Spreadsheet
Exhibit B – Sample Usage Log
Exhibit C – Annual Replacement Fund

Exhibit A – Equipment Purchase Spreadsheet

Boston Light & Sound	cost	SD %	SD $	PCFS %	PCFS $	PCMC %	PCMC $
Equipment							
DCP Projector (7 yrs)	$85,500	100%	$ 85,500.00		$ -		$ -
Christie aux extraction fan	$1,790	100%	$ 1,790.00		$ -		$ -
Adobe 3D kit	$10,000	100%	$ 10,000.00		$ -		$ -
BARCO SPARES FOR PC FILM SERIES			$ -		$ -		$ -
1 BARCO R865556K BME K DP-19/23B Lamp House	$16,670		$ -	100%	$ 16,670.00		$ -
1 BARCO R9855953 USHIO 3KW (DXL3BA) Lamp			$ -		$ -		$ -
1 BARCO R9899604 DUSTFILTER KIT			$ -		$ -		$ -
1 BARCO PRIME LENS, 2K model, ratio TBD			$ -		$ -		$ -
Server +IMB			$ -		$ -		$ -
Dolby dss200 decryptor	$9,675	100%	$ 9,675.00		$ -		$ -
Dlink des 1000 Mbps switch	$325	100%	$ 325.00		$ -		$ -
furman PL power conditioner	$265	100%	$ 265.00		$ -		$ -
Tripp Lite UPS	$950	100%	$ 950.00		$ -		$ -
Stancor transformer	$225	100%	$ 225.00		$ -		$ -
Cinema Processor Upgrade			$ -		$ -		$ -
Dolby CP650 cinema processor (existing) need to buy now	$4,480		$ -	80%	$ 3,584.00	20%	$ 896.00
1 Dolby Cat 790Z Dolby EX Card			$ -		$ -		$ -
1 ODYSSEY 650-OPTIO-AES-RJ Dolby Option input card adaptor			$ -		$ -		$ -
1 DOLBY DMA8+ Digital Media Adaptor			$ -		$ -		$ -
Alternative Content Equip			$ -		$ -		$ -
AMX Switcher (Sundance 50% is represented in negotiated discount)	$15,110	50%	$ 7,555.00	50%	$ 7,555.00	0%	$ -
Oppo bluray	$1,250	0%	$ -	80%	$ 1,000.00	20%	$ 250.00
AJA analog embedder	$1,720	0%	$ -	80%	$ 1,376.00	20%	$ 344.00
REPLACE EXISTING BOOTH VIDEO RACK WITH DUAL SWING OUT RACKS	$7,670	0%	$ -	80%	$ 6,136.00	20%	$ 1,534.00
2 MIDATL SR-40-22 Swing Out Wall Racks, with			$ -		$ -		$ -
MIDATL DWR-RR40 Rear Rack Rails			$ -		$ -		$ -
ALLOWANCE mounting UNISTRUT & HARDWARE			$ -		$ -		$ -
ALLOWANCE MISC RACK RAILS, SHELVES & CABELING			$ -		$ -		$ -
1 MIDATL USC-6R Universal Sequencing Controller, RACK MOUNT			$ -		$ -		$ -
2 MIDATL PCR6-A Pre- Configured / 6-20a-Duplex Modules / 1-Circuit			$ -		$ -		$ -
2 Tripp RS-1215-RA Power Strip 6-Outlet Rackmount			$ -		$ -		$ -
1- FURMAN PL-PLUS DMC 15A POWER COND/LIGHTS W/SMP & DIGITAL VM			$ -		$ -		$ -
Skype	$9,740	0%	$ -	0%	$ -	0%	$ -
VIDEO PROJECTOR FOR NON CINEMA CONTENT	$13,490	0%	$ -		$ -	100%	$ 13,490.00
HOUSE PA SYSTEM	$3,425	0%	$ -		$ -	100%	$ 3,425.00
PA SPEAKERS, AMPS, PROCESSING	$16,718	0%	$ -		$ -	100%	$ 16,718.00
COMPUTER INPUT PANELS / HDMI & VGA / STAGE LIP & BOOTH WALL	$3,864	0%	$ -		$ -	100%	$ 3,864.00
HOUSE A/V CART	$5,540	0%	$ -		$ -	100%	$ 5,540.00
sub total equipment	$208,407	0%	$ -		$ -		$ -
ADA Compliance Equipment							
Equipment	$16,000	0%	$ -	0%	$ -	100%	$ 16,000.00
Sub Total	$16,000		$ -		$ -		$ -
			$ -		$ -		$ -
Technical Services (10 hour days at $125/hr)	60%		$ -		$ -		$ -
Offsite fabrication & testing	$19,500	0%	$ -	33%	$ 6,435.00	67%	$ 13,065.00
on site labor	$24,750	0%	$ -	33%	$ 8,167.50	67%	$ 16,582.50
travel	$10,500	0%	$ -	33%	$ 3,465.00	67%	$ 7,035.00
local help	$2,640	0%	$ -	33%	$ 871.20	67%	$ 1,768.80
subcontract	$6,000	0%	$ -	33%	$ 1,980.00	67%	$ 4,020.00
subtotal tech svcs	$63,390		$ -		$ -		$ -
*Sundance obligation is to work to get discount on install (no cash)			$ -		$ -		$ -
Expenses			$ -		$ -		$ -
air	$4,550		$ -	50%	$ 2,275.00	50%	$ 2,275.00
meals	$2,475		$ -	50%	$ 1,237.50	50%	$ 1,237.50
hotel	$4,125		$ -	40%	$ 1,650.00	60%	$ 2,475.00
car	$4,000		$ -	50%	$ 2,000.00	50%	$ 2,000.00
freight	$4,500		$ -	50%	$ 2,250.00	50%	$ 2,250.00
misc	$1,500		$ -	50%	$ 750.00	50%	$ 750.00
subtotal expenses	$21,150		$ -		$ -		$ -
elec 16 100	$9,500		$ -		$ -	100%	$ 9,500.00
other	$5,000		$ -		$ -	100%	$ 5,000.00
total	**$307,447**		$ -		$ -		$ -
*Sundance obligation is to work to get discount on install (no cash)			$ -		$ -		$ -
Park City Film Series			$ -		$ -		$ -
Screen Brio Tech	$26,607		$ -	100%	$ 26,607.00	0%	$ -
installat for screen only should be less??	$2,600		$ -	100%	$ 2,600.00	0%	$ -
Masking Oasis	$2,850		$ -	100%	$ 2,850.00	0%	$ -
Remote Oasis	$1,900		$ -	100%	$ 1,900.00	0%	$ -
crank sta Brio Tech	$200		$ -	100%	$ 200.00	0%	$ -
sales tax Brio Tech	$2,001	0%	$ -	0%	$ -	0%	$ -
			$ -		$ -		$ -
Other			$ -		$ -		$ -
basic security			$ -		$ -		$ -
total	**$36,158**						
Grand total	**$343,605**		$ 116,285.00		$ 101,559.20		$ 130,019.80

training on projector
HVAC to meet THX specs for noise pollution
light upgrades, single ops of house & stage lights, separate from on stage performance lighting
replacement 5-7 yrs

Exhibit B – Sample Usage Log

Needs to be developed by Sundance and Film Series. I do not know what to include.

Exhibit C – Annual Replacement Fund

Party	Life Cycle	Base Value	Estimated Replacement Cost	Annual Contribution
Sundance	7	$116,285	$143,016	$20,431
PCFS	10	$101,559	$136,487	$13,649
PCMC	10	$130,020	$174,736	$17,474
Total				**$51,553**