



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
June 20, 2019**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regular City Council meeting at the City Council Chambers, 445 Marsac Avenue, Park City, Utah 84060 for the purposes and at the times as described below on Thursday, June 20, 2019.

CLOSED SESSION - 2:00 p.m.

To Discuss Property, Personnel, and Litigation

STUDY SESSION

4:00 p.m. - Social Equity Update from the Community Foundation

[Social Equity Staff Report](#)

[Exhibit A: Resource Inventory](#)

[Exhibit B: Social Equity Data Report](#)

4:30 p.m. - Break

WORK SESSION

4:35 p.m. - Park City Vision 2020 Project Update

[Vision 2020 Staff Report](#)

5:05 p.m. - State Route (SR) 248 Corridor Improvement Project Update

[SR 248 Staff Report](#)

5:50 p.m. - Break

REGULAR MEETING - 6:00 p.m.

I. ROLL CALL

II. APPOINTMENTS

1. Consideration to Reappoint Alex Butwinski and Beth Armstrong and Appoint Alyssa Kuhl to the Park City Public Art Advisory Board, with Terms Ending After June, 2022, and Appoint Jennifer Gardner to Replace Kendra Kahlow with a Term Ending After June, 2020
(A) Public Input (B) Action

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. 2019 Spring Runoff
[2019 Spring Runoff Staff Report](#)

IV. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

V. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from May 16 and 29, 2019

[May 16, 2019 Minutes](#)

[May 29, 2019 Minutes](#)

VI. NEW BUSINESS

1. Consideration to Approve Resolution 14-2019, a Resolution Proclaiming June 2019, as Pride Month in Park City
(A) Public Hearing (B) Action
[Pride 2019 Proclamation](#)
2. Consideration to approve Ordinance No. 2019-33, an Ordinance Adopting a Revised Budget for FY2019 and a Budget for FY2020 for Park City Municipal Corporation and its Related Agencies
(A) Public Hearing (B) Action
[Budget Staff Report](#)
[Exhibit A: Budget Summaries](#)
[Exhibit B: Final Budget Ordinance](#)
3. Consideration to Approve Ordinance 2019-31, an Ordinance Establishing Compensation for the Mayor, City Council, and Statutory Officers for Fiscal Year 2019-2020 in Park City, Utah
(A) Public Hearing (B) Action
[Council Compensation Ordinance](#)
4. Consideration to Approve Resolution 12-2019, a Resolution Adopting the Fee Schedule; and Replacing and Repealing Resolution 31-2018 In Its Entirety
(A) Public Hearing (B) Action
[Fee Schedule Resolution](#)
[Fee Schedule](#)
5. Consideration to Approve Resolution 15-2019, a Resolution Adopting the Park City Comprehensive Emergency Management Plan (CEMP)
(A) Public Hearing (B) Action

[CEMP Staff Report](#)
[Attachment A: CEMP 2019](#)
[Attachment B: CEMP Resolution](#)

6. Consideration to Approve Ordinance 2019-34, an Ordinance Approving King's Crown Condominium Plat, Located at 1271 Lowell Avenue, Park City, Utah
(A) Public Hearing (B) Action
[Kings Crown Staff Report and Ordinance Exhibits](#)
7. Consideration to Continue an Ordinance Approving Twisted Branch Subdivision within the Flagstaff Mountain Development Area, Located South of Pod B2 and the Montage Resort and North of Pod D and the Red Cloud Subdivision
(A) Public Hearing (B) Continue to a Date Uncertain
[Twisted Branch Subdivision Continuation Staff Report](#)
8. Consideration to Approve a Request from Deer Valley for an Increased Level of Service (LOS) for Traffic Mitigation for Two Events Including the Level 4 Special Event Deer Valley Music Festival and the Level 4 Special Event Deer Valley Concert Series
(A) Public Input (B) Action
[Deer Valley Increased Level Of Service and Costs Staff Report](#)
[Exhibit A: Signed 12th Amended Deer Valley MPD](#)
[Exhibit B: Background For DV PCMC Event Mitigation Including Pilot Summer 2019 Program and World Championship Transportation Plan](#)
[Exhibit B: DV PCMC September 3 Pilot Transportation Event Mitigation](#)
[Exhibit B: DV PCMC World Championship Transportation & Event Mitigation Plan](#)
9. Affordable Housing Update: Pricing at Woodside Park Phase I
(A) Public Input
[Woodside Park Phase I Pricing Staff Report](#)
[Exhibit A: Housing Benefit Survey](#)
10. Discuss Selection Process for Affordable/Attainable Housing Sales
(A) Public Input
[Housing Selection Process Staff Report](#)
[Attachment A: Lottery Process/Comparison of Programs](#)
[Attachment B: Proposed Weighted Lottery Categories](#)
[Attachment C: Points Based Selection Process](#)
[Attachment D: Flow Chart for Selection Process](#)
[Attachment E: Marketing Plan](#)
[Attachment F: Qualifications for Participation](#)
11. Consideration to Approve an Interlocal Cooperation Agreement, in a Form Approved by the City Attorney, to Support the Central Wasatch Commission in an Amount Not to Exceed \$100,000
(A) Public Input (B) Action
[2019 CWC Funding Request Staff Report](#)

VII. ADJOURNMENT

VIII. PARK CITY REDEVELOPMENT AGENCY MEETING

I. ROLL CALL

II. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

III. NEW BUSINESS

1. Consideration to Approve Resolution RDA 02-2019, a Resolution Adopting the Fiscal Year 2019 Revised Budget and the Fiscal Year 2020 Budget for Park City Redevelopment Agency
(A) Public Hearing (B) Action
[RDA Budget Adoption Resolution](#)

IV. ADJOURNMENT

IX. PARK CITY MUNICIPAL BUILDING AUTHORITY MEETING

I. ROLL CALL

II. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

III. NEW BUSINESS

1. Consideration to Approve Resolution MBA 02-2019, a Resolution Adopting the Fiscal Year 2019 Revised Budget and the Fiscal Year 2020 Budget for Park City Municipal Building Authority
(A) Public Hearing (B) Action
[MBA Budget Resolution](#)

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 4:00 p.m. to 9:00 p.m. Posted: See: www.parkcity.org

***Parking validations will be provided for Council meeting attendees that park in the China Bridge parking structure.**

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Jed Briggs

Submitting Department: Budget, Debt & Grants

Item Type: Staff Report

Agenda Section:

Subject:

4:00 p.m. - Social Equity Update from the Community Foundation

Suggested Action:

Staff is recommending that Council review the updated social equity action gap, resource inventory, and data report and provide feedback.

Attachments:

[Social Equity Staff Report](#)

[Exhibit A: Resource Inventory](#)

[Exhibit B: Social Equity Data Report](#)



City Council Staff Report

Subject: Social Equity Update from the Community Foundation
Author: Jed Briggs
Department: Budget, Debt, and Grants
Date: June 20, 2019
Type of Item: Study Session

Summary Recommendation

Staff is recommending that Council review the updated social equity action gap, resource inventory, and data report and provide feedback.

Executive Summary

The City is partnering with Park City Community Foundation to promote social equity through a community convening process. The Community Foundation is working to bring the community together in a coalition that will perform a social equity self-diagnosis, identify existing social equity resources and gaps, prioritize the most significant and addressable social equity issues (short-term and long-term), develop a multiyear strategic plan, and support Park City Municipal Corporation in ensuring it serves its most vulnerable constituents well. The Community Foundation and staff are looking for Council input on the updated gap analysis and data surrounding social equity in the community.

The Community Foundation is providing this information as part of the Social Equity Community Convener contract. Part of that contract stipulates that the need to report to City Council at milestones during the process. This presentation fulfills the data and gap analysis milestone. The rest of the agreed upon timeline is below:

Remaining Timeline

May-Jun 2019	Task forces select priority actions, set specific goals, methods, and indicators
Jul 2019	Write strategic plan; review strategic plan
Aug-Sep 2019	Approval of strategic plan (end of current contract)
Oct 2019	Begin plan implementation (beginning of new contract)

Analysis

The areas that the Social Equity Advisory Committee has chosen to focus on are housing, education, and inclusion. The top five areas as indicated by the community survey are (1) Affordable Housing, (2) Income/Low Wages, (3) Early Childhood, (4) Inclusion, and (5) Healthcare. In order to focus the efforts of the Advisory Committee they have decided to only focus on three major areas. The Community Foundation will provide more details on these three areas during the presentation.

Affordable Housing

The number one issue as indicated by the community survey was Affordable Housing. The Advisory Committee feels that this is an area of high priority and high potential for

impact. The work for the taskforce will focus on advocacy, education, & outreach and will be carried out in close collaboration with Mountainlands Community Housing Trust.

Education (high emphasis on Early Childhood)

The third area of importance as it relates to social equity was Quality & Affordable Childcare or Early Childhood. The umbrella of education is one that could include other areas of need (universal pre-k, out-of-school and summer programs, college readiness, etc.) and might benefit from an increase in the awareness of issues through the Social Equity Initiative.

Inclusion

Lack of feeling included ranked fourth on the community survey. This is one of the areas that could also be considered an overarching lens for the whole initiative and specific areas of work. The way the taskforce will address this is by looking at short term strategies (translations, welcoming spaces, promoting inclusive events, etc.), medium term (board diversity campaign and toolkit), and long term (building capacity in the community to convene around and advance social equity) goals.

The next step in the plan includes drilling down into these areas with outcome-specific task forces. Those task forces will then draft goals around these issues to provide future indicators of success and create plans to work towards the outcomes. This includes the prioritization of actions that would have the most significant impact toward improving social equity and determining population-level indicators that would allow for long-term tracking.

These actions are aligned with the original timeline presented by Park City Community Foundation. They look forward to continuing to support Park City Municipal Corporation in ensuring it serves vulnerable constituents well and in creating a compelling vision that advances social equity in the community.

Department Review

The following departments have reviewed this staff report: Legal and Executive.

Attachment A – Resource Inventory

Attachment B – Data Report

Organization	Sector	Affordable Housing	Income/Wages	Early Childhood/Childcare	Education	Inclusion	Racism	Homophobia/Transphobia/Biphobia	Religious Discrimination	Ability Discrimination	Ageism	Gender Discrimination	Healthcare (Physical & Mental)	Senior Services	Sports and Recreation	Transportation
Alf Engen Ski Museum Foundation	Nonprofit					X									X	
Another Way School	Nonprofit			X	X											
Arts-Kids	Nonprofit															
Ballet West	Nonprofit					X									X	
Big Brothers Big Sisters of Utah	Nonprofit				X	X										
Bill White Farms	Nonprofit															
Bridge 21	Nonprofit					X				X						
Businesses (Various)	Business	X	X	X		X				X	X	X	X		X	X
Camp Gloss	Nonprofit				X	X						X				
Camp Hobe	Nonprofit				X								X			
Canines with a Cause	Nonprofit					X										
Christian Center of Park City	Nonprofit	X	X			X	X			X	X		X	X		
Churches (Various)	Nonprofit	X		X	X	X			X				X	X		
CONNECT Summit County	Nonprofit					X				X			X			
EATS Park City	Nonprofit				X											
Egyptian Theatre	Nonprofit					X									X	
Elmer's Helpers	Nonprofit				X											
Figure Skating Club of Park City	Nonprofit					X									X	
Friends of Ski Mountain Mining History	Nonprofit					X										
G-Force Bobsled & Skeleton	Nonprofit					X									X	
GFWC Park City Athenaeum Club	Nonprofit				X											
Habitat for Humanity of Summit & Wasatch Counties	Nonprofit	X														
Healthy Environment Alliance of Utah	Nonprofit															
Holy Cross Ministries	Nonprofit			X	X	X	X									
ID One Foundation	Nonprofit					X									X	
Image Reborn Foundation	Nonprofit					X						X				
Immigrant Legal Services	Nonprofit					X	X									
Intermountain Karate Foundation	Nonprofit					X									X	
Intermountain Park City Hospital	Nonprofit	X	X	X						X			X	X		
Jewish Family Service	Nonprofit											X				
Joseph James Morelli Scholarship Fund	Nonprofit				X					X						
Kids Play International	Nonprofit					X									X	
Kimball Art Center	Nonprofit					X									X	
KPCW Radio	Nonprofit					X										
Leadership Park City	Government				X	X										
Little Bellas	Nonprofit					X									X	
Lucky Ones Coffee	Business															
Men Making a Difference	Nonprofit	X														
Mirror Mirror	Nonprofit					X		X								
Mountain Mediation Center	Nonprofit				X	X										
Mountain Town Music	Nonprofit					X									X	
Mountain Trails Foundation	Nonprofit														X	
Mountainlands Community Housing Trust	Nonprofit	X														
National Ability Center	Nonprofit					X				X					X	
Nuzzles & Co.	Nonprofit															

Organization	Sector	Affordable Housing	Income/Wages	Early Childhood/Childcare	Education	Inclusion	Racism	Homophobia/Transphobia/Biphobia	Religious Discrimination	Ability Discrimination	Ageism	Gender Discrimination	Healthcare (Physical & Mental)	Senior Services	Sports and Recreation	Transportation
One Revolution Foundation	Nonprofit				X	X				X						
PandoLabs	Nonprofit		X		X	X										
Park City Baseball	Nonprofit					X									X	
Park City Board of Realtors	Business	X														
Park City Chamber Music Society	Nonprofit					X									X	
Park City Community Foundation	Nonprofit	X	X	X	X	X	X	X	X	X	X	X	X		X	
Park City Cooperative Preschool	Nonprofit			X	X											
Park City Day School	Nonprofit				X											
Park City Education Foundation	Nonprofit			X	X	X	X									
Park City Film	Nonprofit					X									X	
Park City Ice Miners	Nonprofit					X									X	
Park City Institute	Nonprofit				X	X	X	X							X	
Park City Lacrosse Organization	Nonprofit					X									X	
Park City Library	Government			X	X											
Park City Municipal Corporation	Government	X	X	X	X	X				X			X	X	X	X
Park City Museum	Nonprofit					X									X	
Park City READS	Nonprofit				X	X				X						
Park City Recreation	Government					X									X	
Park City Rotary Foundation	Nonprofit															
Park City Rowing Association	Nonprofit					X									X	
Park City Running Club	Nonprofit														X	
Park City Sailing Association	Nonprofit					X				X			X		X	
Park City School District	Government			X	X	X		X		X					X	X
Park City Ski and Snowboard	Nonprofit					X									X	
Park City Soccer Club	Nonprofit					X									X	
Park City Speed Skating Club	Nonprofit					X									X	
Park City Summit County Arts Council	Nonprofit					X									X	
Park City Transit	Government															X
Park City Youth Lacrosse Organization	Nonprofit					X									X	
Paws for Life Utah	Nonprofit															
PC ALL	Nonprofit				X	X				X						
PC Tots	Nonprofit			X	X	X	X									
PC Unidos	Nonprofit	X	X	X	X	X	X						X	X	X	X
Peace House	Nonprofit	X		X									X			
People's Health Clinic	Nonprofit												X			
Planned Parenthood Association of Utah	Nonprofit				X	X	X	X					X			
Playing for Life Foundation	Nonprofit												X			
Pregnancy Help Center of Park City	Nonprofit												X			
Recycle Utah	Nonprofit															
Sage Mountain: Health Planet Animals	Nonprofit															
Sam Jackenthal Fund	Nonprofit					X									X	
Save Our Canyons	Nonprofit															
Save People Save Wildlife	Nonprofit															
Saving Gracie Equine Healing Foundation	Nonprofit															
Shining Stars School	Nonprofit			X	X											

Organization	Sector	Affordable Housing	Income/Wages	Early Childhood/Childcare	Education	Inclusion	Racism	Homophobia/Transphobia/Biphobia	Religious Discrimination	Ability Discrimination	Ageism	Gender Discrimination	Healthcare (Physical & Mental)	Senior Services	Sports and Recreation	Transportation
Sierra Club Foundation	Nonprofit															
Snyderville Basin Recreation	Government					X									X	
Solomon Fund	Nonprofit					X	X								X	
SOS Outreach	Nonprofit				X	X	X								X	
South Summit Trails Foundation	Nonprofit														X	
Speedy Foundation	Nonprofit					X						X				
Suazo Business Center	Nonprofit		X		X	X										
Summit Bike Club	Nonprofit					X									X	
Summit Community Gardens	Nonprofit				X											
Summit County	Government	X	X	X		X						X	X	X	X	X
Summit County Children's Justice Center	Government											X				
Summit County Early Intervention	Government			X												
Summit County Health Department	Government			X						X		X	X			
Summit County Library	Government			X	X											
Summit County Mental Wellness Alliance	Nonprofit					X				X		X				
Summit County Recovery Foundation	Nonprofit					X						X				
Summit Land Conservancy	Nonprofit															
Summit Pediatrics	Business			X								X				
Sundance Institute	Nonprofit					X									X	
Swaner Preserve and EcoCenter	Nonprofit															
TAG Ranch	Nonprofit				X											
Team Utah Snowboarding	Nonprofit					X									X	
The First Tee of Utah	Nonprofit					X									X	
The Hope Alliance	Nonprofit											X				
The Literacy Project	Nonprofit				X											
THINC Park City	Nonprofit															
United States Ski and Snowboard Foundation	Nonprofit					X									X	
University of Utah	Government		X		X							X	X			
US Adaptive Bobsled and Skeleton Association	Nonprofit					X									X	
Utah 1033 Foundation	Nonprofit															
Utah Avalanche Center	Nonprofit														X	
Utah Clean Energy	Nonprofit															
Utah Crew	Nonprofit					X									X	
Utah Legal Services	Nonprofit	X														
Utah Olympic Legacy Foundation	Nonprofit	X				X									X	
Utah Open Lands Conservation Association	Nonprofit															
Utah Rivers Council	Nonprofit															
Utah Ski Mountaineering	Nonprofit					X									X	
Utah Small Business Development Centers	Government		X		X											
Utah State University	Government		X		X	X										
Utah Symphony & Opera	Nonprofit					X									X	
Utah Valley University	Government		X		X	X										
Utahns for Fair Wages	Nonprofit		X													
Valley Behavioral Health - Summit County	Nonprofit											X				
Voterise	Nonprofit					X										

Organization	Sector	Affordable Housing	Income/Wages	Early Childhood/Childcare	Education	Inclusion	Racism	Homophobia/Transphobia/Biphobia	Religious Discrimination	Ability Discrimination	Ageism	Gender Discrimination	Healthcare (Physical & Mental)	Senior Services	Sports and Recreation	Transportation
Wasatch Backcountry Rescue	Nonprofit														X	
Wasatch Freestyle Foundation	Nonprofit					X									X	
Wasatch Luge	Nonprofit					X									X	
Wild Heart Sanctuary - Reinfree.org	Nonprofit															
Winter Sports School	Nonprofit				X										X	
Women's Giving Fund	Nonprofit			X									X			
Women's Ski Jumping USA	Nonprofit					X									X	
YMCA of Northern Utah	Nonprofit				X	X									X	
Young Life	Nonprofit															
Young Riders	Nonprofit					X									X	
Youth Sports Alliance	Nonprofit				X	X									X	X

SOCIAL EQUITY CHALLENGES FACING PARK CITY

April 2019

Compiled by
Park City Community Foundation

With assistance from
Edén Cortes-Lopez,
University of Utah

and the members of the
Social Equity Data Task Force

SOCIAL EQUITY CHALLENGES FACING PARK CITY

April 2019

EXECUTIVE SUMMARY

In 2018, Park City Municipal Corporation contracted with Park City Community Foundation (the Community Foundation, a nonprofit organization) to identify potential social equity challenges impacting communities in Park City. The Community Foundation developed and administered two equity surveys (Social Equity Community Survey and Board Diversity Survey) and 22 Social Equity Listening Tours (SELT). Both equity surveys were administered from January 2019 to March 2019 while the SELT were initially conducted in late summer of 2018 and completed in March 2019. Each survey was designed to capture potential equity gaps present in the community and local organizations (nonprofits, government agencies, and businesses). The SELT had a similar purpose, to engage in a conversation with community groups and organizations regarding social equity challenges impacting them and their communities. This report provides insights into the social equity challenges facing greater Park City and its communities and points to important recommendations that can help address social inequities.

Provided below are main descriptive findings from the surveys and listening tours:

- Participants in the Social Equity Community Survey identified several social equity challenges facing Park City. The top five social equity challenges most frequently cited were affordable housing, low wages, affordable and safe childcare, lack of feeling included, and access to healthcare, all present challenges for many community members.
- Analysis of social equity challenges facing individuals by race/ethnicity in Park City reveals that 31% of Latinos/Hispanics identified affordable housing as *one* of their main concerns. In contrast, 21% of White participants stated that they face *no* significant social challenges. Latino/Hispanic communities are more likely to face issues with affordable housing.
- Over 50% of Latino/Hispanic participants reported an income below \$49,999 and approximately a full third of them reported an income of less than \$29,999. Thirty-two percent of Latino/Hispanic respondents fall within or are close to falling within the federal poverty level. Latino/Hispanics in Park City are more likely to be low-income and are disproportionately impacted by income inequality, hence, reporting issues such as affordable housing.
- Several participating organizations in the Board Diversity Survey reported having minimal to no representation of marginalized groups (i.e., race/ethnicity, gender identity, and LGBTQ+) on their governing boards. Thus, there is a pressing need for organizations to diversify their governing boards.
- Community members and organizations participating in the SELT expressed having social equity challenges in the areas of housing, transportation, employment and wage mobility, social disconnect, and child care and school hours. These issues are nuanced and require further attention.

Overall, this report provides a summary of the findings and points to noticeable inequities impacting marginalized communities. The following sections provide a full report on the findings.

SOCIAL EQUITY CHALLENGES FACING PARK CITY: ISSUES IMPACTING LOCAL COMMUNITIES AND ORGANIZATIONS

April 2019

INTRODUCTION

In 2018, Park City Municipal Corporation contracted with Park City Community Foundation (the Community Foundation, a nonprofit organization) to assess potential equity gaps impacting communities in Park City. The Community Foundation developed and administered two equity surveys (Social Equity Community Survey and Board Diversity Survey) and 22 Social Equity Listening Tours (SELT). Both equity surveys were administered from January 2019 to March 2019 while the SELT were initially conducted in late summer of 2018 and completed in March 2019. Each survey was designed to identify potential equity gaps present in the community and among local organizations (nonprofits, government agencies, and businesses). The SELT had a similar purpose, to engage in a conversation with community groups and organizations regarding concerns with social equity issues.

SURVEY AND LISTENING TOUR PROCESSES

The two equity surveys and the Social Equity Listening Tour aimed to capture social equity challenges facing communities and organizations in Park City. The first survey, the Social Equity Community Survey (SECS), distributed in 2019, collected, through 25 items, a range of information on social equity challenges, including access to affordable housing, access to resources, sense of belonging, income information, and related descriptive metrics. The second survey, the Board Diversity Survey (BDS), distributed in 2019, collected organizations' board member composition and commitments to increase board diversity along the lines of race, class, gender, and other identities. The BDS served as a survey to identify board member representation of minoritized populations in Park City. A total of 19 questions were introduced in this survey. The SELT were designed as focus groups (each focus group lasted an hour and a half) to collect rich conversations with various communities and groups residing in Park City in a more intimate setting to identify social equity issues impacting communities of diverse cultures, incomes, races, and other identities.

Three different platforms were used to administer the three instruments. Both surveys were available online and only the SECS was made available in a paper format for community members who did not have access to an electronic device. The total sample size (*n*) per instrument is as follows:

- Social Equity Community Survey *n* = 706
- Board Diversity Survey *n* = 35
- Social Equity Listening Tour *n* = 22

The SECS and SELT were designed to address the following question:

- What are the social equity challenges faced by the community and individuals in Park City and Summit County?
- How are these issues being identified by different communities?

The BDS was designed to address the following question:

- How are different diversity groups represented on organizations' governing boards serving Park City and/or Summit County?

Analysis of the data collected through the surveys and listening tours privileged issues of equity and social inclusion. Emphasized focus is placed on two major race/ethnic groups, Latino/Hispanic and White, due to their larger representation in the SECS sample size. Furthermore, the social equity survey focused on elevating the experiences of marginalized communities (by race/ethnicity) and therefore, this report disaggregates data along identity lines to gain insight into the specific experiences of underrepresented (and potentially underserved) populations. Focusing on marginalized and underrepresented communities is imperative to understanding equity and how to improve the experiences of these groups.

SUMMARY OF FINDINGS

Multilayered assessment of equity issues facing Park City's communities indicate that there are several equity challenges facing Park City. Findings from the SECS illustrate the top five social equity challenges present in the greater Park City community as a whole:

- Affordable housing
- Low wages
- Affordable and safe childcare
- Lack of feeling included
- Access to healthcare

The SECS suggests that individual respondents encounter several social inequity obstacles impacting how they experience living, working, and being in Park City. These obstacles vary across all communities. However, the top five major social equity issues faced by individual participants by race/ethnicity are:

- Affordable housing
- Face no significant social challenges
- Low wages
- Lack of feeling included
- Affordable and safe childcare

Depending on the identities of marginalized communities, each social equity issue can carry different weight. In other words, the order and/or the type of social equity issues vary depending on the community.

The BDS suggests that participating organizations lack diverse representation of marginalized groups (people of color, female, LGBTQ+, and people with differing abilities) on their governing boards. Findings also indicate that most organizations are aware of issues of underrepresentation of marginalized groups on their governing boards, but are not currently taking action to address this.

Lastly, analysis of the listening tours yields five key social equity issues in the areas of housing, transportation, employment and wage mobility, social disconnect, and child care and school hours. These issues are nuanced and require further attention.

SOCIAL EQUITY COMMUNITY SURVEY DEMOGRAPHICS

Survey instruments collected demographic information about participants to understand who was completing the survey. Race/ethnicity, gender identity, and household income by race are the major demographics highlighted in this report in order to provide context on the composition of community members who responded to the SECS. Two major racial/ethnic groups represent over 80% of the sample size: respondents who identified as White ($n = 503$, 68.2%) and/or Latino or Hispanic ($N = 146$, 19.8%; see Table 1). The remaining racial/ethnic groups have a small n size (see appendix A, table 7). Therefore, it is difficult to infer generalized findings for these groups, a limitation of the research. For this reason, this report focuses on the largest racial/ethnic groups—White and Latino/Hispanic—when illustrating social equity gaps.

Table 1
Race/Ethnicity Demographics

Race or Ethnicity	%	N
White	68.25%	503
Latino or Hispanic	19.81%	146
Total Responses		737

Note: Percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$.

In terms of gender identity representation, females and males represent over 90% of survey participants, 64.02% and 29.89% respectively (see Table 2). This means that the majority of social equity issues identified in the survey are informed by individuals who identify within these two gender identity populations. Transgender, and gender queer/non-conforming identities are present in much smaller numbers. Given this result, transgender and gender queer/non-conforming communities are important to consider, however, there were low numbers of participants to provide any potential findings (see limitations).

Table 2
Gender Identity Demographics

Gender Identity	%	N
Female	64.02%	452
Male	29.89%	211
Transgender	0.99%	7
Genderqueer/Gender non-conforming	0.85%	6
Other	0.99%	7
Prefer not to answer	3.26%	23
Total	100%	706

According to the US Census Bureau, the estimated 2017 annual median household income in Park City was \$104,182¹. About 14% of the survey participants fall near this median household income (see appendix A, table 8). When data are disaggregated by race/ethnicity, it is clear that the majority of respondents in this category are White (see Table 3). The racial disparities in annual income are striking. Over 50% of Latino/Hispanic participants reported an income of below \$50,000 and almost a full third of Latino/Hispanic participants reported an annual income of less than \$29,999. It should be noted that the 2019 Federal Poverty Level for a family of four is \$25,750 and this means that 32% of Latino/Hispanic residents in Park City fall within or are close to falling within those guidelines². It is clear that Latino/Hispanics in Park City are more likely to be low-income and are disproportionately impacted by income inequality, and therefore at risk for living below the Federal Poverty Guidelines. While this report does not dive into the details regarding the social impacts of poverty, it is important to point out that poverty negatively affects the health, safety, security, and overall wellbeing of communities, and decreases opportunities in the areas of education, employment, and healthcare.

¹ Census Bureau QuickFacts: Park City, Utah. For more information see: <https://www.census.gov/quickfacts/fact/table/parkcitycityutah/PST045217>

² The United States Department of Health & Human Services produces Poverty Guidelines each year. For more information on these Guidelines, see: <https://aspe.hhs.gov/poverty-guidelines>

Table 3

Household Income by Race/Ethnicity

Household Income	White	Latino/Hispanic
Less than \$29,999	4.97%	32.19%
\$30,000 to \$49,999	10.54%	26.03%
\$50,000 to \$69,999	8.15%	7.53%
\$70,000 to \$99,999	13.92%	6.16%
\$100,000 to \$149,999	17.30%	4.11%
\$150,000 to \$249,999	14.12%	3.42%
\$250,000 to \$499,999	11.93%	2.05%
\$500,000 to \$999,999	3.58%	0.68%
More than \$1,000,000	1.79%	0%
Prefer not to answer	13.72%	17.81%

Note: percentages are based on number of responses by race/ethnicity, $n = 737$.

In addition, the SECS survey collected information on participants' residency and work status in and outside of Park City (see Appendix A, Table 9). Table four shows that over 70% of survey participants live and work in Park City, and 46% of participants who reside in Summit County work in Park City. The majority of survey respondents live and work in Park city.

Table 4

Participants Who Live and Work in Park City or Summit County

Live in:	Work in Park City	Work in Summit County (outside of Park City)	Neither	Not currently employed	Total
Park City	71.61%	3.91%	7.55%	16.93%	384
Summit County (outside of Park City)	46.05%	31.63%	7.91%	14.42%	215
Neither	67.96%	13.59%	8.74%	9.71%	103
Not currently housed	75.00%	0.00%	0.00%	25.00%	4
Total					706

Notes: Percentages based on number of participants who reside in Park City

Lastly, the majority of participants represented in the survey are between the ages of 30 and 59 (see Table 6). This means that there was an underrepresentation of young adults and underage youth in the survey. Their voices are also important to broad understanding of social equity issues impacting communities in Park City.

Table 6
Age Groups Represented in SECS

Age Group	%	N
Under 18	6.23%	44
18-24	5.38%	38
25-29	5.81%	41
30-39	18.98%	134
40-49	24.65%	174
50-59	20.68%	146
60+	18.27%	129
Total	100%	706

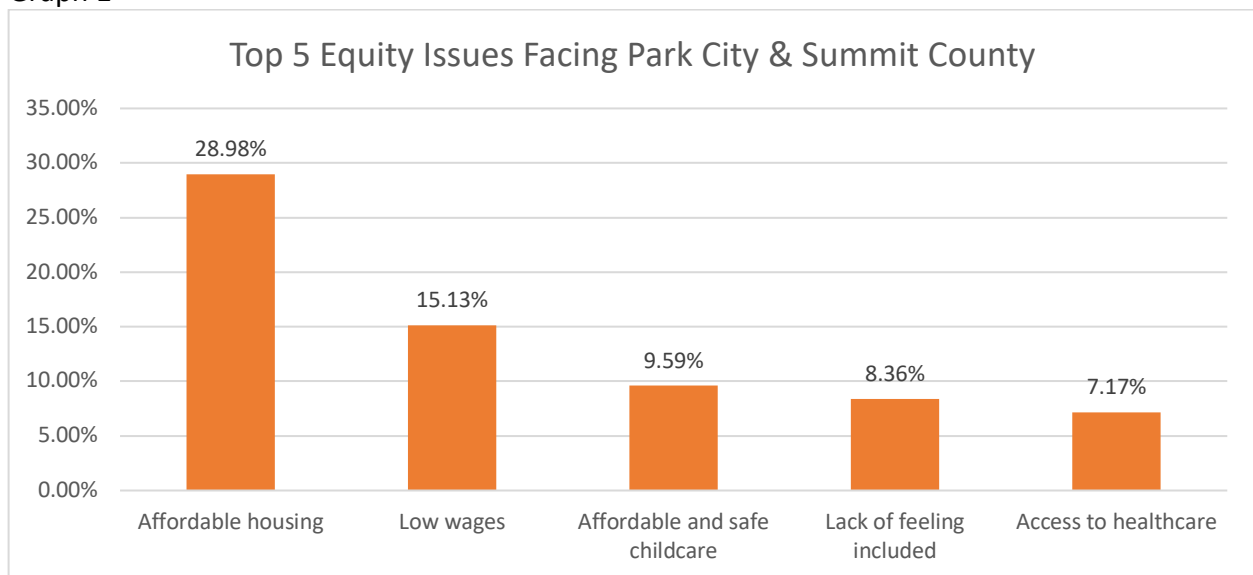
Note: Ages 60 and higher were grouped due to low representation. $n = 706$

In summary, participants' demographics represented in this survey illustrate, at least to some extent, the inclusion of diverse community voices in Park City. Participant descriptive information indicates that they represent two major race/ethnic groups, a large representation of women, a lack of representation among young adults and underage youth, and a noticeable household income gap negatively impacting the Latino/Hispanic communities residing in Park City. Based upon these demographics, in the following section, the top five equity issues facing Park City and its marginalized community members are addressed.

TOP FIVE SOCIAL EQUITIES ISSUES FACING PARK CITY

Survey findings indicate that Park City and Summit County face several social equity issues (see Appendix A, Graph 6). Graph 1 represents the top five social equity issues facing Park City and Summit County as reported by survey participants: affordable housing, low wages, affordable and safe childcare, lack of feeling included, and access to healthcare all present obstacles to specific communities residing in this area. However, the order or relevance of issues facing Park City shifts by race/ethnicity. For example, graph 2 displays some parity in identifying the top five social equity issues facing Park City residents. White and Latino/Hispanic participants saw affordable housing and low wages as two major concerns. Latino/Hispanic participants reported a higher concern with affordable and safe childcare, 12%, and access to healthcare, 11%, impacting Park City. Overall, findings indicate that affordable housing is the largest common denominator impacting social inequity in Park City.

Graph 1



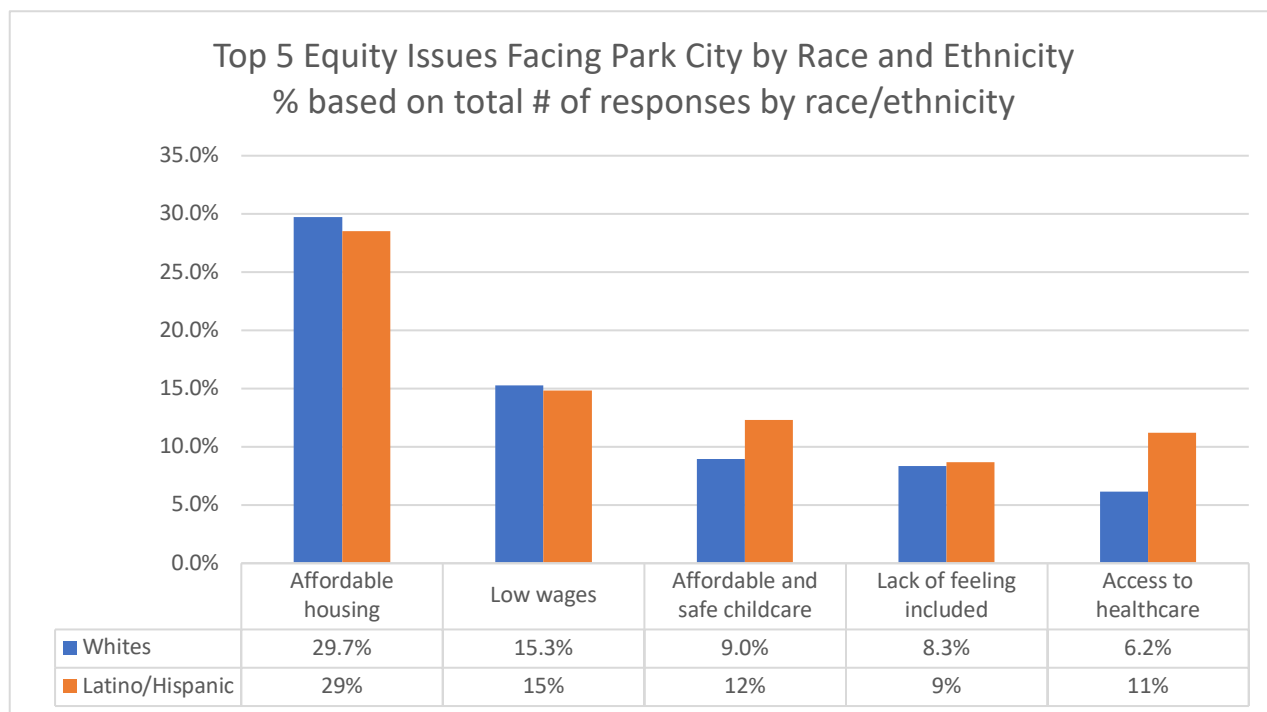
Note: percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$

Further examination of social equity issues facing individuals by race/ethnicity in Park City reveals that even though White and Latino/Hispanic participants reported overlapping issues, the majority of Latino/Hispanic participants, 31%, identified affordable housing as one of their *main* concerns (see Graph 3). This finding is more likely to be associated with Latino/Hispanic experiences with income inequality. Low wages, affordable and safe childcare, and access to healthcare were the next most important issues faced by this group.

Another notable finding is that approximately 21% of White participants stated that they face *no* significant social challenges. One possible reason for this finding, aside from being part of the dominant race residing in Park City, is that over half of White participants have an income between \$70,000 and \$499,999 (see Graph 3), alleviating impediments in accessing resources

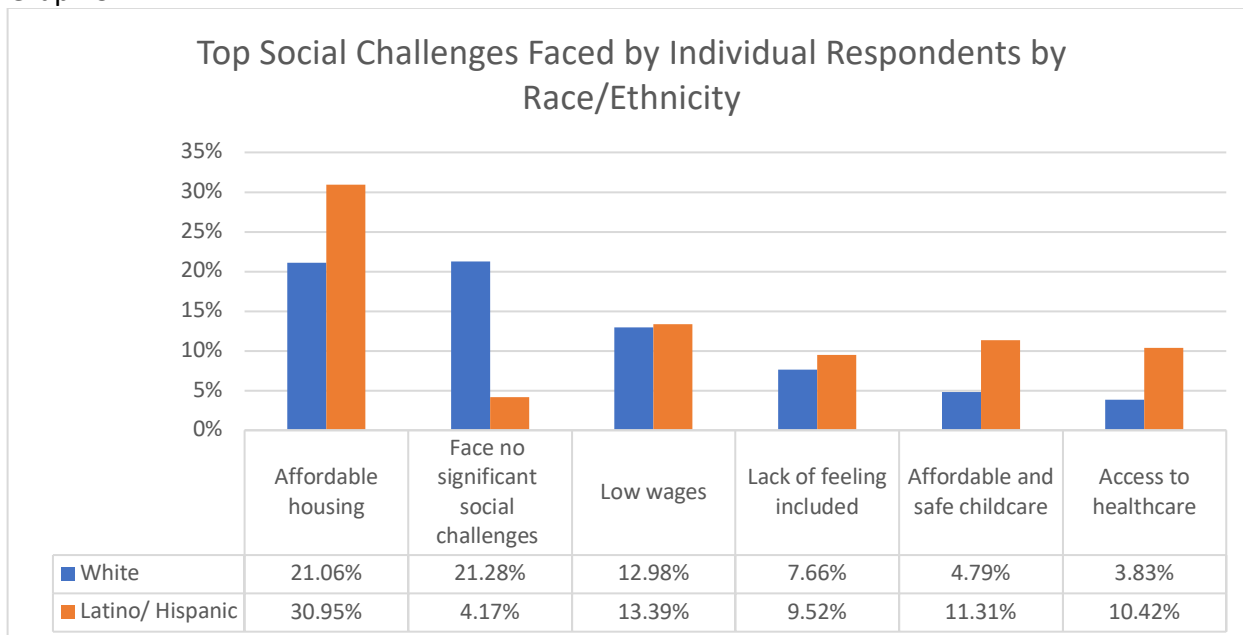
and safe living conditions. Despite this finding, affordable housing is still an issue impacting 21% of White participants.

Graph 2



Note: percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$

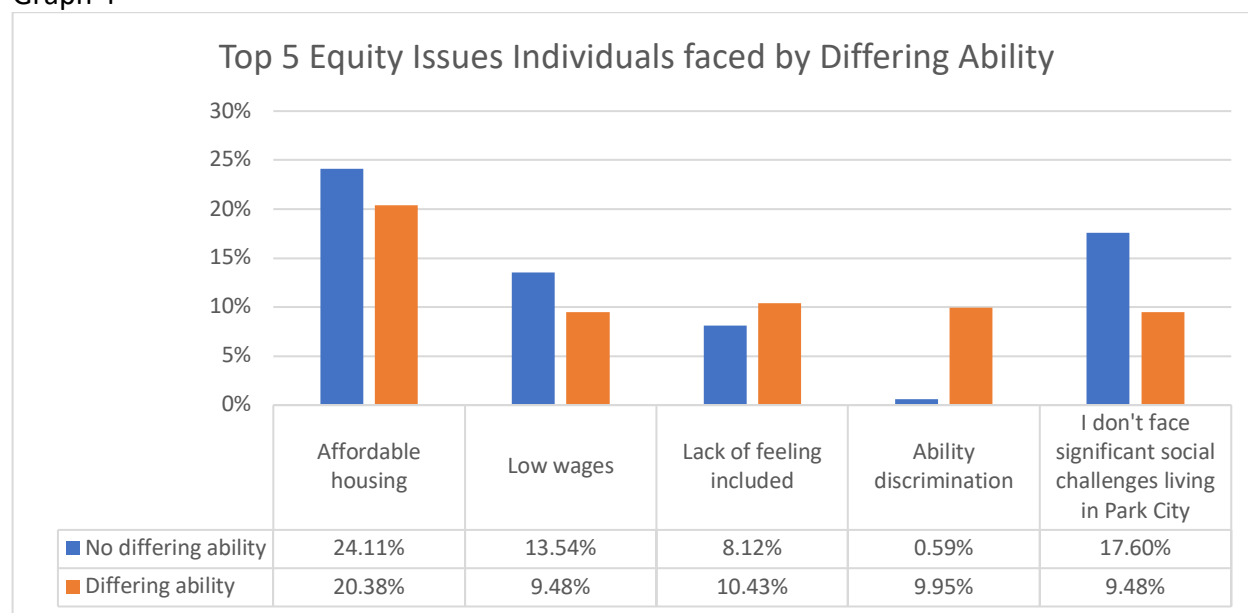
Graph 3



Note: percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$

Similar issues are faced by participants who answered yes to the question of having someone living in their household with differing abilities. Before interpreting the findings, it is important to note that only a total of 95 survey participants (13%) answered that they have someone in their household with differing abilities. Due to this underrepresentation, it is challenging to infer general findings for this subgroup. However, it should be noted that people with differing abilities appear to be underrepresented in Park City and the subgroup who reported having someone in their house with differing abilities reported affordable housing and not feeling included as two major social equity issues that they face in Park City (see Graph 4).

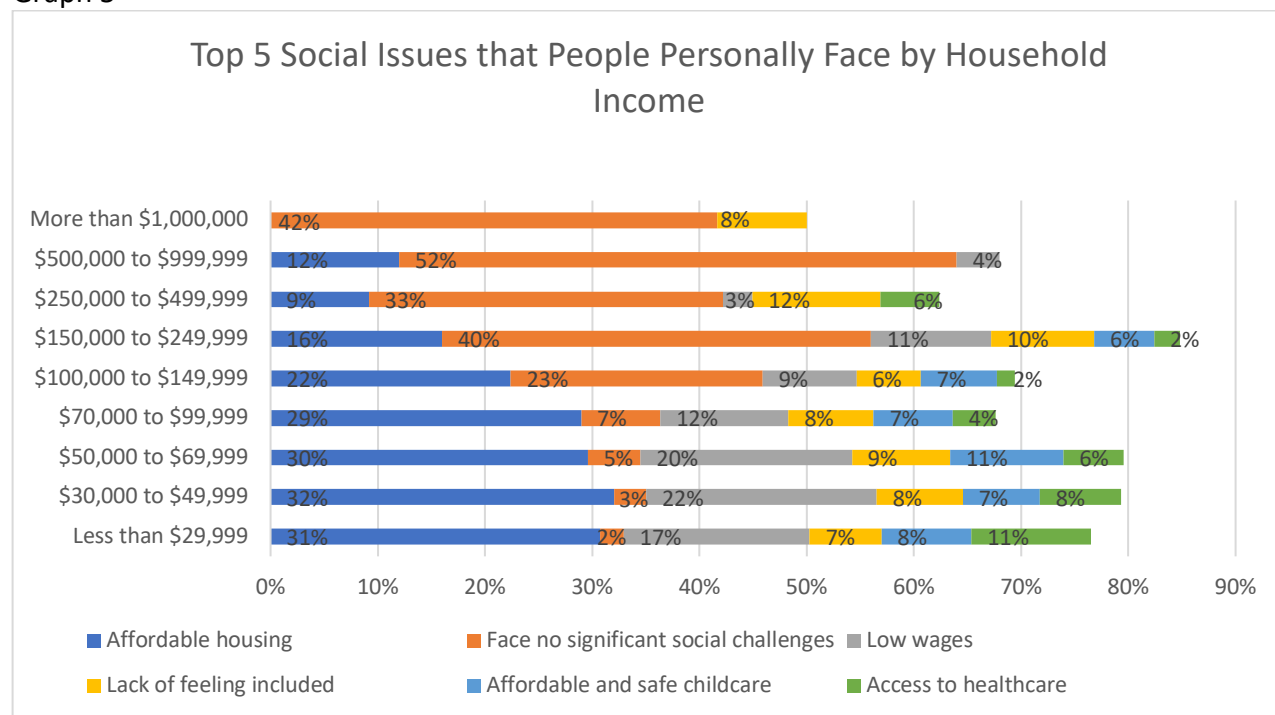
Graph 4



Note: Percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$

Lastly, disaggregated data by household income indicates the top five social equity issues individual people face correlated with their income levels. Graph 5 indicates a bottleneck effect in the areas of affordable housing, facing no significant social challenges, and low wages. What this means is that participants who reported an income of less than \$70,000 *are more likely* to face issues in affordable housing. They are also less likely to state that they face *no* significant social challenges when compared to individuals with a household income of \$100,000 or higher. This means that there is a correlation between annual household income and the degree to which individuals face social challenges (i.e., the higher one's income, the less likely participants encounter social barriers). Unsurprisingly, low wages remain a significant concern for those with an income of less than \$50,000 per year. In summary, affordable housing remains the top issue for low-income families, especially if they make less than the median household income and identify as Latino/Hispanic.

Graph 5



Note: Percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$

One additional indicator possibly related to the issue of lack of feeling included is whether various populations serve in leadership positions such as community boards or committees. While most of the focus on board service will be discussed in the next section on the Board Diversity Survey, the SECS also included a question about whether respondents serve on a board. The number of people of color serving on an organization's governing board is extremely low (see Table 5). Almost 90% of Latino/Hispanic participants stated that they do not serve on any organization's governing board. The number of other communities of color serving on governing boards appears to be extremely low or none, though these groups participated in the SECS in limited numbers. Only 10% of Latinos/Hispanics serve on a governing board, as opposed to 29% of Whites. Overall, there are more participants who do not serve on any type of governing board than those who serve on governing boards, in general.

Table 5

Number of Individuals by Race/Ethnicity Serving on Governing Boards

Race/Ethnicity	Yes	N	No	N	Total N
White	29.42%	148	70.58%	355	503
Latino or Hispanic	10.27%	15	89.73%	131	146
Other	26.32%	5	73.68%	14	19
Prefer not to answer	45.45%	15	54.55%	18	33
Multiracial	8.33%	1	91.67%	11	12
Black or African American	0.00%	0	100.00%	8	8
Asian	0.00%	0	100.00%	13	13
Pacific Islander	0.00%	0	0.00%	0	0
American Indian or Alaskan Native	0.00%	0	100.00%	3	3
Total		184		553	737

Note: Percentages are based on the total number of individuals by race/ethnicity who serve on governing boards, $n = 737$.

LIMITATIONS

Due to the design of the SECS, there are some important limitations to note. First, there was low representation of racial/ethnic groups other than White and Latino/Hispanic. Due to the overrepresentation of White respondents, it is difficult to infer findings from a low n (total number of participants by race/ethnicity) for Black or African American, Asian, Pacific Islander, and American Indian or Alaskan Native. In addition, the question on race/ethnicity associated participants' race/ethnicity with culture, which may have limited its usefulness in discerning racialized experiences. Second, the underrepresentation of older populations was another limitation in the survey. Understanding why this group provided fewer responses to the survey is important to both understanding their unique experiences as they relate to social equity challenges in Park City, as well as potential gaps in survey distribution. Third, age group representation was limited in the area of young adults and youth under 18 years old and similar efforts should be made to understand why this is the case. Fourth, people with differing abilities are greatly underrepresented in the data and as a result, less is known about if and to

what extent they experience social equity issues in Park City. In addition, people who both live in Park City and work in Park City are likely overrepresented among respondents, with those living and/or working outside of Park City likely being somewhat underrepresented. Lastly, individuals who identify as transgender, gender queer/non-conforming, or other gender expression/identities remained underrepresented in the survey. All of these groups are important to consider when identifying and addressing social inequities in Park City, particularly because these same groups disproportionately face discrimination throughout all facets of society. Future studies could specifically focus on these populations.

SUMMARY

Overall, the top five equity issues addressed in this section are represented across all communities in Park City and Summit County, with the majority of participants selecting affordable housing as one of their top social equity issues impacting them. However, the order and weight of social equity issues shifts by race/ethnicity, age, and income. More specifically, findings indicate that the Latino/Hispanic group represented in this survey are more likely to be affected by social inequities in the areas of affordable housing, low wages, affordable and safe childcare, access to healthcare, and lack of feeling included. Moreover, this group is more likely to be below the median household income for Park City (see Table 3) and greatly unrepresented. Issues of social equity and inclusion become increasingly important to improve the quality of life for this population. Additionally, it is also equally important to note that Latino/Hispanic community members hold different residency status; thus, social inequities can be exacerbated by their undocumented status. This concern was not addressed in the survey but warrants further study.

In all, most of the social inequities facing Park City and Summit County communities are in the areas of affordable housing, low wages, affordable and safe childcare, access to health care, and lack of feeling included. Affordable housing and low wages are interwoven issues that need to be addressed simultaneously since the majority of survey participants impacted by affordable housing are low-income. Another concern to consider, based on the findings, has to do with racial equity. Latino/Hispanic and other communities of color are severely affected by interrelated social inequities. Without addressing issues like income inequality, affordable housing, and access to healthcare, racial equity gaps will continue to exist in Park City. Addressing some of these inequities like affordable housing and low wages is a long-term endeavor that requires not only community buy-in, but support from Park City area governing entities and high-ranking officials. Addressing equity issues is important for the longevity of an inclusive and equitable community that values the contribution of all its members and improving their quality of life.

BOARD DIVERSITY SURVEY

The Board Diversity Survey (BDS) was designed to identify the diversity composition of various organizations' governing boards with a specific focus on the representation of people of color, women, LGBTQ+, and diverse socioeconomic groups. This survey was widely distributed to different types of organizations serving Park City and its surrounding areas. Based on this process, there were a total of 35 (n=35) participating organizations. The majority of organizations represented in the survey are nonprofits, 91.4% (n=32), while only 8.6% (n=3) identified as government agencies. Having an overrepresentation of nonprofits skews the BDS findings in that government agencies are underrepresented and cannot be adequately assessed. The following section illustrates the board diversity composition of participating organizations.

GOVERNING BOARD COMPOSITION

Based on the assessment of the 35 organizations represented in BDS, the following describes board diversity composition:

- Race/Ethnicity: 34.2% (n=12) of organizations indicated that they have a person of color serving on their governing board. However, there were only 14 people of color identified as serving on governing boards across all 35 organizations.
- Gender Identity: a total of 192 (46.5%) females and 221 (53.5%) males serve on governing boards across all participating organizations. There was no representation of gender queer/non-conforming individuals serving on governing boards.
- LGBTQ+: 11.4% (n= 4) organizations stated having a member of the LGBTQ+ community on their governing board.
- Estimated Average Age: organizations reported an estimated number of 35 board members between the ages 30 to 60; forty-eight percent are in 40 to 49 age group, and 46% are in the 50 to 59 age group.
- Household Income: 62.7% (n=23) of organizations indicated that they have a board member with an income below the median household income of \$100,000 per year.
- Ability difference: only 8.5% (n=3) of organizations indicated that they have a board member who has a differing ability.

Given these percentages, there are the following conclusions:

1. Organizations have a low representation of racial/ethnic groups on their governing boards. Some organizations were able to identify only one or two persons of color serving on their board. An overwhelming majority, 60%, did not have a person of color on their governing board.
2. There appears to be a level of parity between female and male representation on governing boards. Findings indicate that the majority of organizations have female board members. However, reservation on the accuracy of these numbers should be held given that there can be a potential double count of females as more than one female can serve on multiple boards.

3. There is great underrepresentation of individuals below 39 years old and over 60 years old sitting on governing boards.
4. There was little to no representation of individuals with differing abilities serving on governing boards.
5. A significant number of organizations have board members that represent a household income below \$100,000. This finding indicates that there is income diversity present on governing boards; potentially giving space and voices to low-income community members. However, reservations on this finding should be held because there is no actual reporting on the total number of board members per organization who identify below the median household income and their racial or ethnic identity.
6. LGBTQ+ individuals are underrepresented on governing boards across all 35 participating organizations.

LIMITATIONS

There are two limitations in this survey. The first limitation had to do with not requiring an exact count of racial/ethnic and gender identity groups serving on boards. This limitation skewed the data due to a potential overreporting of marginalized groups serving on governing boards. Second, participating organizations are self-reporting data on board diversity composition, leaving space for discrepancies in reporting diversity. Regardless of these limitations, the survey findings are still important to provide an initial landscape view of board diversity across all participating organizations.

SUMMARY

The findings from the BDS indicate that board diversity is an area that many organizations need to improve. For example, over 80% (n=29) of organizations stated that they have discussed board diversity as a possible development in their organization, but either they do not have the resources to do so, or have not taken any action. This is what organizations responded when addressing issues of diversity on their boards:

- *As an organization that serves people of different abilities, we have discussed the need to diversify our board better to represent those who we serve.*
- *We have discussed but haven't taken any actions.*
- *I have seen us have enough challenge in simply trying to fill our board with qualified and engaged members currently that I see any and all recruiting as a good thing. It would be great to push more diversity in this process, but with the resources we have that I've seen in my few years on my board, we have been limited.*
- *Ironically need more males as well as LGBTQ and additional persons of color.*

Despite the reasons mentioned above, there were a few organizations actively working on addressing diversity representation on their boards. Here is what they said about diversity on their governing boards:

- *We are recruiting economic and ethnic diversity.*

- *We are always looking to diversify our board with varied ages, gender, and socioeconomic backgrounds to ensure we represent the community as a whole.*
- *1/3 of board is required to be below 80% AMI (annual median income) for their household.*
- *Looked to bring in a board member representing the Latino community last fall, but it was a temporary seat, completing someone else's term so we are currently recruiting for the new full board seat starting in the end of February; also recruiting more women. That said, our focus in terms of gender equity has been representing the girls' teams (parents of girls) as opposed to females. We do acknowledge needing more females as well.*

Diversity has been a topic of conversation across most of the participating organizations in the BDS. Most organizations acknowledged the need to diversify their boards. However, their understanding of diversity is broad and may lack a deeper understanding of how diversity can improve their organization and the importance of developing organizational policies and metrics to ensure representation of members from marginalized communities. Furthermore, although diversity can include several underrepresented groups, it is important to note that aside from the dominant group residing in Park City, communities of color may need to be a focus of equity and inclusion, followed by other marginalized groups. Findings from the SECS clearly indicate that Latinos/Hispanics are more likely to experience social inequities in Park City. For this reason, organizations need to actively seek racial/ethnic diversity and move towards incorporating social equity-minded programs if they have not done so.

Overall, nonprofit organizations are struggling with the inclusion of people of color, mainly Latino/Hispanic, and other marginalized groups on their governing boards. One possible outcome of this report is to provide an opportunity for organizations in greater Park City to understand the social equity issues communities face in order to, within their capacity, actively recruit marginalized community members to serve on their governing boards, and assess their programs for equity-minded practices.

SOCIAL EQUITY LISTENING TOURS

The Social Equity Listening Tours were conducted in Park City by the Community Foundation's social equity team in collaboration with Park City Municipal Corporation. Community members, groups, and organizations serving Park City were the focus of these listening tours. The purpose of the listening tours was to include diverse community voices to assist in identifying additional equity issues aside from those captured by SECS. This process was important to the Community Foundation and the City because having individual group conversation provided an intimate space for people to verbally express their concerns as individuals and as members of their communities.

The findings from all the 22 listening tours conducted indicate that participating community members or organizations expressed a variety of concerns. Some of these concerns are specific to a community or communities. However, the most-often cited social equity issues identified by participants fall within the following categories:

- Housing
- Transportation
- Employment and wage mobility
- Social disconnect
- Childcare and school hours

Additionally, within each of these categories, there are specific concerns. These concerns are:

Housing: In this category, participants expressed concern for housing shortage due to access to affordable housing. Affordable housing for seniors, integrated housing, issues with landlords, and cost of house maintenance were among housing concerns that were raised.

Transportation: The main issue people face in this category is access to transportation services. Issues with transportation can vary from public transportation to transportation for people with differing abilities.

Employment and wage mobility: Several participants pointed to issues with wage inequity facing various communities, as well as the lack of occupation mobility given Park City's limited work industry.

Social disconnect: Participants specifically identified issues with racial segregation, language barriers, lack of opportunities for queer youth, social isolation, lack of shared spaces, the invisibility of non-dominant communities, and lack of community engagement opportunities for seniors.

Childcare and school hours: This category addressed issues of limited access to affordable childcare for families who are potentially low-income, lack of after-school programs for youth, and issues with school hours not being conducive to students and their families' needs. Childcare being the main concern in this category further validates some of the findings in the SECS section of this report. Demand for school hours to include after-school programs and to consider parents' needs is also important to address.

In general, these findings indicate that the five equity issues addressed by participants are similar to those of the findings in SECS, with some variation. Moreover, the listening tours also provided a glimpse of the extent social equity gaps impact marginalized communities. For example, the nuances of each category contextualize issues with affordable housing for seniors, transportation access for people with differing abilities, wage gaps and occupation mobility for potential low-income communities, racial, gender identity, and senior isolation, and the need for expansion of after-school programs. The social equity issues addressed in this section must to be understood as examples of social inequities and environmental marginalization that hamper community inclusivity.

CONCLUSIONS AND IMPLICATIONS

This report highlights important findings to bring awareness to social inequities impacting diverse communities, especially marginalized communities residing in Park City and Summit County. One of the most noticeable findings from the SECS is that marginalized communities are less likely to experience a thriving quality of life in Park City. Issues with affordable housing, low wages, affordable and safe childcare, lack of feeling included, and access to healthcare largely impact the type of life they are able to live in an affluent city. Moreover, findings from the listening tours point out that social inequity issues are nuanced, impacting different communities differently. Affordable housing and income gaps were among the top issues impacting Latino/Hispanic participants and as a group, they are more susceptible to social inequities. Over 50% of Latino/Hispanics reported a household income below \$49,999. It is evident that this population is more likely to be affected by the income gap given the lack of affordable housing in the Park City area.

Other marginalized communities are also impacted by social inequities; however, to what extent is less evident given their low representation in the SECS. Regardless, the data show that people with differing abilities, seniors, and other ethno-racial groups experience social inequities in Park City and Summit County. Some of the social equity issues they face can be seen in the SECS, but these results are limited and cannot be fully analyzed without further research that specifically focuses on these groups.

Social inequities are issues that require the careful attention of different entities serving Park City and the surrounding areas. Findings from the BDS point to the lack of ethnic, racial, ability, and age diversity on governing boards, mainly those of nonprofits. Governing boards appear to be overwhelmingly White. Minimal to absent representation of any of the underrepresented groups leaves out diverse voices, thus potentially neglecting attention to inequities in the delivery of services or under-acknowledging community needs.

These findings have important implications for Park City, and explicit action to address equity gaps should be prioritized by the City and the community. First, racial equity and income disparities must be at the forefront of addressing social inequities. For example, housing and economic development efforts should address the needs of the Latino/Hispanic and low-income communities currently residing and those who wish to reside in Park City. Two recommendations to address this equity gap would be to further involve and provide sustained education to public officials regarding issues of equity and to actively recruit individuals from marginalized communities to serve on the Park City area's boards and commissions.

Second, follow-up studies are recommended to assess social equity issues impacting other marginalized communities who are underrepresented in the current survey, such as gender identity/expression, seniors, and other non-White groups. Without hearing from these groups and related underrepresented (and potentially underserved groups), potential equity-centered practices and policies run the risk of reproducing rather than addressing social inequities.

Third, nonprofits, organizations, and Park City's governing entities need to work towards achieving equity. Having diverse representation of marginalized community members on governing boards is a first step that can help move dialogues of equity into tangible action. There is also a need to invest in sustained education regarding equity and diversity for organizations to educate leaders and public officials on issues of social equity facing Park City area residents. As for nonprofits, it is recommended that they develop policies and practices to assess their commitment to social equity and to develop equity-minded services. There are ample resources available to combat equity gaps, including the scholarship around equity-mindedness and racial equity processes for organizational development.³

Finally, working towards a socially equitable community poses challenges. Difficult conversations will arise, potential solutions might be divisive, community buy-in may vary due to competing economic needs. However, whatever the challenge might be, there needs to be a serious concern for the implications that entrenched social inequities have on residents of Park City and Summit County, with significant attention paid toward the ramifications of lacking access to a thriving quality of life for marginalized communities. Also, there is a need for leadership among city officials and others in positions of power to move this imperative forward, not only for the livelihoods of marginalized communities, but for the overall well-being and growth of the community. If Park City and Summit County aim to be an inclusive space for all, this research demonstrates that there is much work to do.

³ For more on equity-mindedness, see the Center for Urban Education at the University of California at Los Angeles: <https://cue.usc.edu/about/equity/equity-mindedness/>. For more on Racial Equity Tools, see: <http://www.racialequitytools.org/act/strategies/organizational-change-processes>.

APPENDIX A
ADDITIONAL TABLES AND GRAPHS

Table 7

Social Equity Community Survey—Race/Ethnicity Demographics

Race or Ethnicity	%	N
White	68.25%	503
Latino or Hispanic	19.81%	146
Asian	1.76%	13
Multiracial	1.63%	12
Black or African American	1.09%	8
American Indian or Alaskan Native	.41%	3
Pacific Islander	0%	9
Other	2.58%	10
Total		737

Note: White and Latino/Hispanic represent over 80% of the sample size.

Percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$.

Table 8

Social Equity Community Survey—Household Income Reported

Income Level	Percentage	Total # of Respondents
Less than \$29,999	10.34%	73
\$30,000 to \$49,999	13.74%	97
\$50,000 to \$69,999	8.78%	62
\$70,000 to \$99,999	11.61%	82
\$100,000 to \$149,999	14.31%	101
\$150,000 to \$249,999	11.61%	82
\$250,000 to \$499,999	9.21%	65
\$500,000 to \$999,999	2.83%	20
More than \$1,000,000	1.27%	9
Prefer not to answer	16.29%	115
Total	100%	706

Table 9

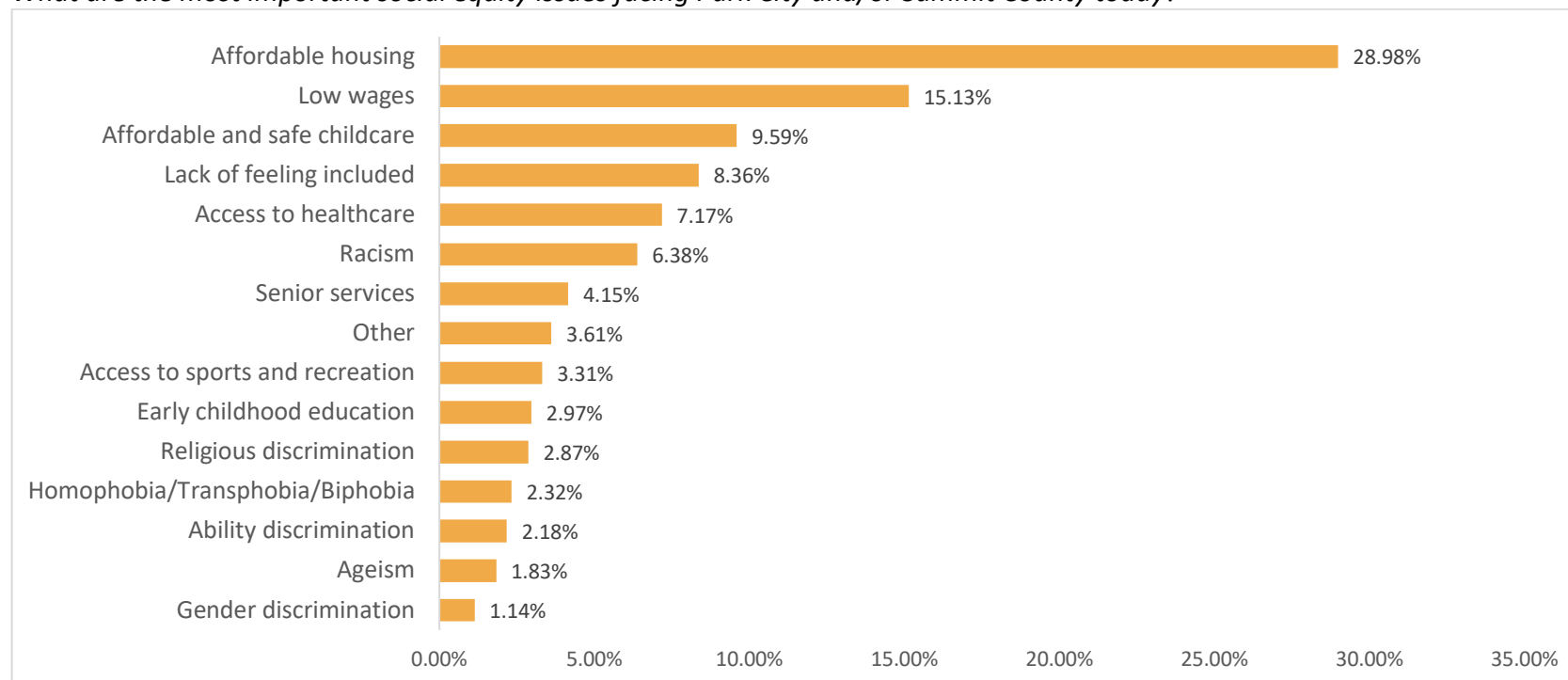
Social Equity Community Survey—Number of Participants Who Reside in Park City and Work in Park City

Live in:	Work in Park City		Wok in Summit County (outside of Park City)		Neither		Not currently employed		Total
Park City	71.61%	275	3.91%	15	7.55%	29	16.93%	65	384
Summit County (outside of Park City)	46.05%	99	31.63%	68	7.91%	17	14.42%	31	215
Neither	67.96%	70	13.59%	14	8.74%	9	9.71%	10	103
Not currently housed	75.00%	3	0.00%	0	0.00%	0	25.00%	1	4
									706

Note: Percentages based on number of participants who reside in or outside of Park City.

Graph 6

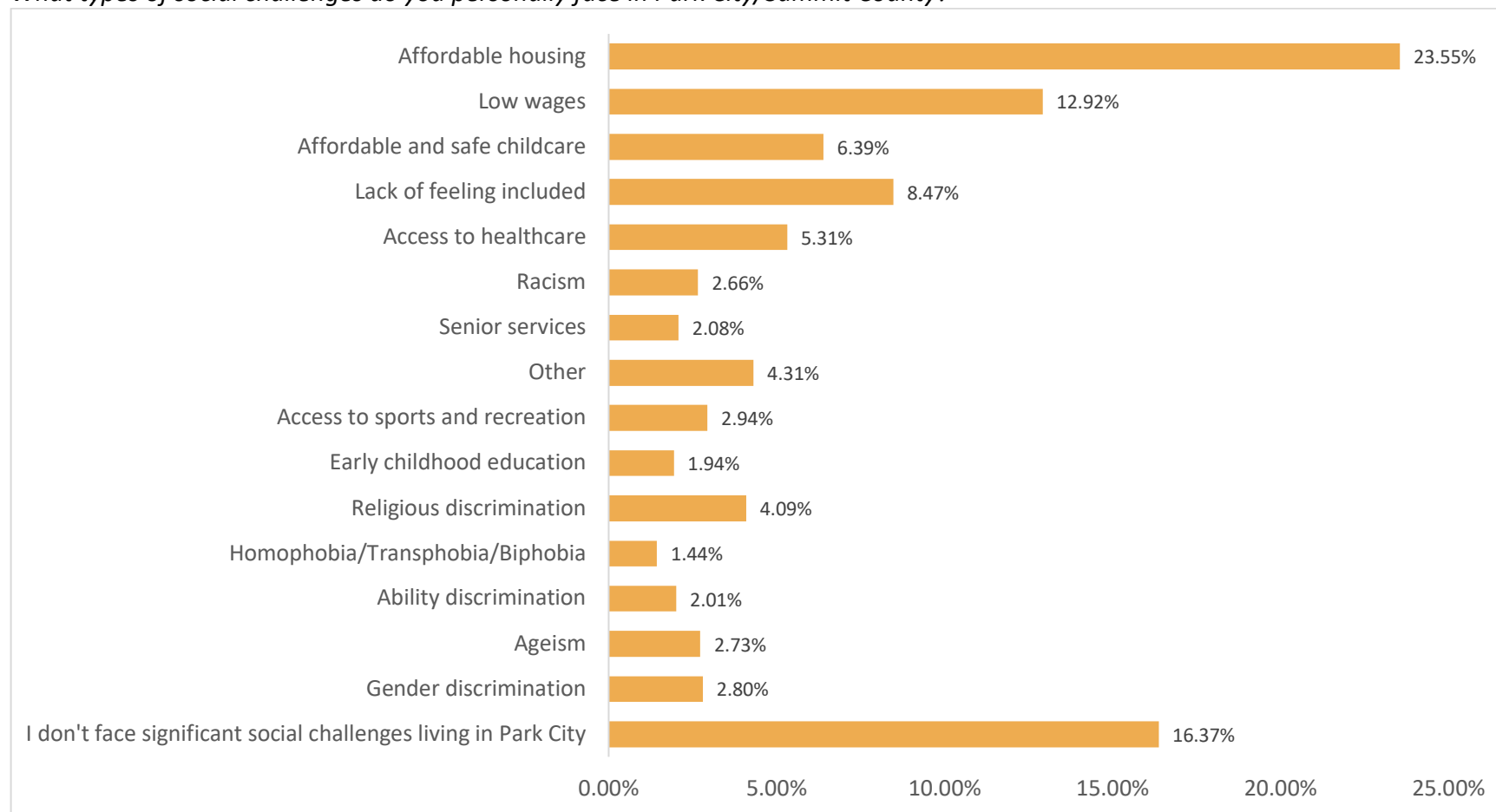
What are the most important social equity issues facing Park City and/or Summit County today?



Note: Percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$.

Graph 7

What types of social challenges do you personally face in Park City/Summit County?



Note: Percentages do not sum to 100%, because respondents could choose more than one option. $n = 706$.

APPENDIX B

RELATED DATA FROM OTHER SOURCES

The following provides further context for some of the top social equity issues identified by the Social Equity Community Survey, the Board Diversity Survey, and the Listening Tours.

AFFORDABLE HOUSING

Affordable or workforce housing has been selected as one of the Park City Council's four Critical Priorities and one of the Summit County Council's five Strategic Effects.

In 2018, 69.8% of housing units in Park City were considered vacant (not owner-occupied or renter-occupied; generally, meaning second homes or nightly rentals), while 51.3% of housing units in all of Summit County were considered vacant. (U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023.)

Households are considered burdened by housing costs when those costs are more than 30% of income. In Park City, 535 households with income below 80% of area median income (AMI) are cost burdened (paying over 30% of income on housing), with 405 of those households paying over 50% of income on housing. In Summit County, 2255 households with income below 80% of area median income (AMI) are cost burdened (paying over 30% of income on housing), with 1355 of those households paying over 50% of income on housing. (Source: 2018 HUD updated CHAS data for 2011-2015)

A 2017 housing affordability assessment concluded that median housing prices were high and getting higher; rental vacancy rates were near zero; and high housing prices in Snyderville Basin and Eastern Summit County result in severe housing cost burdens for many residents. Summit County is the least affordable housing market in Utah. Projections of the need for new affordable housing in the Snyderville Basin and Eastern Summit County were estimated at 2069 units needed in the next five years, or 414 units per year. (Source: Draft Housing Affordability Assessment: Snyderville Basin and East Summit County, November 2017)

WAGES AND INCOME

In Summit County, 7.7% of households (1123 households) earn below the national poverty level. Of those households in Park City, 13.6% of households (465 households) earn below the national poverty level. (Source: U.S. Census Bureau, 2012-2016 American Community Survey)

In Park City, 51% of the Hispanic/Latino population is estimated to earn less than poverty level, while 8% of the White population earns less than poverty level. (Source: United Way of Salt Lake, based on 2015 American Community Survey estimates)

In Summit County as a whole, 19 of the top 20 occupations by number of employees have average wages ranging from \$9.35 to \$21.98 per hour. These occupations include retail

salespersons, waiters and waitresses, cashiers, maids and housekeeping cleaners, and childcare workers, among others. (Source: Summit County Economic Development Department)

AFFORDABLE AND SAFE CHILDCARE

High quality, affordable early childhood care and education has been emerging as a key issue in our community for some time.

Childcare vacancy rates of 15% or above are considered to indicate adequate choice is available to families. In April 2018, Summit County had a childcare vacancy rate of 6% for infants and toddlers, well below the level deemed adequate. The average monthly cost of center-based childcare ranges from \$1291 (for kindergarten-age children) to \$1464 (for children under two). (Source: Care About Childcare)

Another indicator of the shortage of affordable, quality childcare is that PC Tots currently serves 110 children yet has a waiting list that is often over 100 children. (Source: PC Tots)

The Kindergarten Entry and Exit Protocol (KEEP) assessment is administered to all children in Utah entering kindergarten. At kindergarten entry in the 2017-2018 school year in Park City School District, 72% of children were considered literacy-ready and 80% were considered numeracy-ready. The numbers are much lower for children in specific categories: low-income (31% literacy-ready, 44% numeracy-ready), minority (42% literacy-ready, 58% numeracy-ready), and English language learners (23% literacy-ready, 38% numeracy-ready). (Source: United Way of Salt Lake; Utah State Board of Education)

Childcare workers in Summit County earn an average of \$9.81 per hour, one of the lowest industry wages in the county. (Source: Summit County Economic Development Department)

LACK OF FEELING INCLUDED

In the 2017 National Citizen Survey for Park City, 69% of respondents gave positive ratings for “openness and acceptance,” and 80% gave positive ratings for “opportunities to participate in public matters.” 66% gave positive ratings for “welcoming citizen involvement,” and 51% gave positive ratings for “diverse community participation.” (Source: Draft National Citizen Survey, Park City, 2017)

ACCESS TO HEALTHCARE

In Park City, 55% of Hispanic/Latino residents do not have health insurance, as opposed to 10% of White residents. (Source: United Way of Salt Lake, based on 2015 American Community Survey estimates)

In Summit County as a whole, 10.5% of the overall population is uninsured, while in Park City, 14.5% are uninsured. (Source: U.S. Census Bureau, 2012-2016 American Community Survey)

In 2018, People’s Health Clinic provided 9884 primary care and specialty patient visits. The clinic generally serves people without health insurance. (Source: People’s Health Clinic)

ADDITIONAL ISSUES

K-12 Education

While the SECS did not ask specifically about K-12 education, our local school districts have been emphasizing educational equity for some time. Good work is ongoing, yet there are still gaps in educational achievement, particularly for students from economically challenged households, minority households, or who are English language learners. Benchmarks such as third-grade reading and eighth-grade math proficiency are illustrative. For third-grade reading at end of school year in 2018, 73% of students overall were considered proficient; 43% of economically disadvantaged students, 42% of Hispanic students, and 34% of English language learners were considered proficient. For eighth grade math, 66% of students overall were considered proficient; 41% of economically disadvantaged students, 35% of Hispanic students, and 33% of English language learners were considered proficient. (Source: Utah State Board of Education)

Transportation

Participants in the Listening Tours raised transportation as a social equity issue for people with different abilities, economic challenges, or other concerns to be able to get to work, to services, and to other places.

In the 2017 National Citizen Survey for Park City, 68% of respondents gave a positive rating to “overall ease of travel,” and 79% gave a positive rating for “public transportation.” Both measures had trended downward from previous surveys. (Source: Draft Report, 2017 National Citizen Survey, Park City)

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

4:30 p.m. - Break

Suggested Action:

Attachments:

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Linda Jager

Submitting Department: Community & Public Affairs

Item Type: Work Session

Agenda Section:

Subject:

4:35 p.m. - Park City Vision 2020 Project Update

Suggested Action:

For Council Feedback and Discussion

Attachments:

[Vision 2020 Staff Report](#)

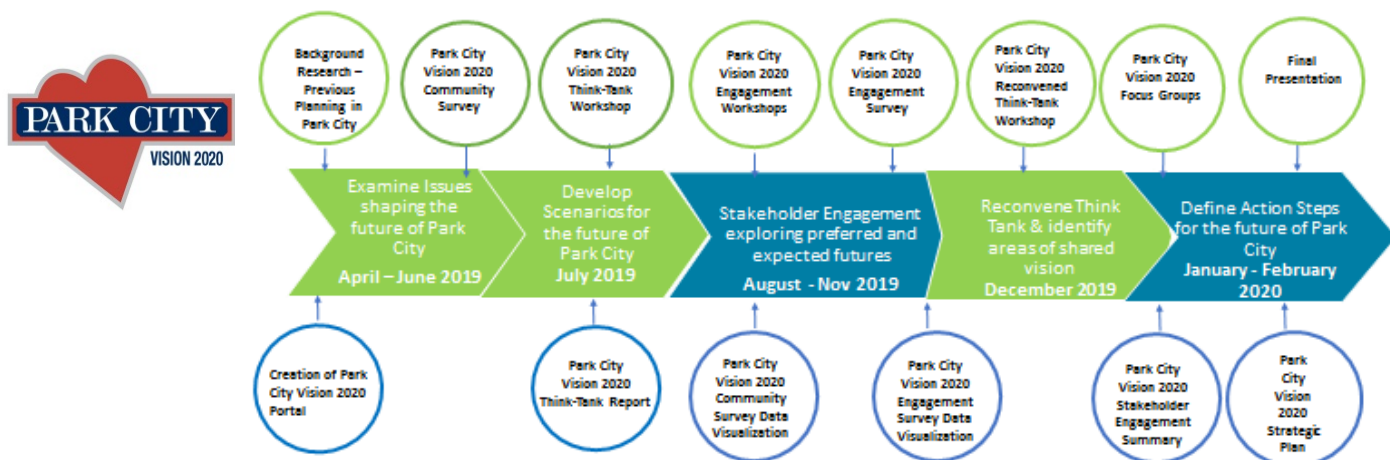
City Council Staff Communications Report

Subject: Park City Vision 2020 Project Update
Authors: Jed Briggs, Budget Operations & Strategic Planning Manager
 Linda Jager, Community Engagement Manager
Department: Budget & Community Engagement
Date: June 20, 2019
Type of Item: Work Session

Summary

Park City has launched its community visioning project - Park City Vision 2020 - through the remainder of 2019. To keep Council apprised of the progress, the project team (Future iQ and staff) will facilitate a work session with Council detailing future visioning activities, events, and address questions.

Project Timeline:



All activities prior to the Think-Tank Workshop have been completed. The Future iQ team had an onsite visit April 11-12, where they met with several key community members for background on past visioning projects. The Future iQ team then developed a detailed project timeline, which includes weekly project calls with the PCMC project team (Jed Briggs and Linda Jager). A project [website](#) was developed to provide project background, information, and additional participation opportunities. A pre-visioning [community survey](#) was launched on June 13, which will provide baseline data as a foundation for discussion in the initial Think-Tank sessions scheduled for July 29 and 30. This survey is available in [English](#) and [Spanish](#) through July 30, and will be

promoted on all City social platforms, website and available on the Park City Vision 2020 [website](#).

The Think-Tank will be comprised of key community stakeholders (residents and business owners) with a broad diversity of knowledge and experience, and facilitated by Future iQ Principal David Beurle. Applications to participate in the Think-Tank are open to Park City residents, and available on the Park City Vision 2020 [website](#). The Think-Tank is a volunteer committee managed by staff and a recommended roster presented to Council for review. The Think-Tank workshop content will include:

- Discussion of Park City's "future readiness";
- A review of important global, national and local trends and the impact on Park City;
- Review of initial community survey results;
- Formulation of the different plausible scenario 'spaces' and development of detailed narratives and descriptions of each scenario;
- Examination of the impact and consequences of each scenario on various aspects of Park City; and
- Identification of the preferred future and critical actions steps to achieve the preferred future.

The Think-Tank will explore how Park City could change over time, depending on how a few major themes play out. It will also outline potential action steps moving forward. The Think-Tank will serve as the starting point for a comprehensive stakeholder engagement process and events, August – early October, to further shape Park City's Community Vision.

Department Review

Budget, Community Engagement, Executive, and Legal.

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Alfred Knotts

Submitting Department: Transportation Planning

Item Type: Work Session

Agenda Section:

Subject:

5:05 p.m. - State Route (SR) 248 Corridor Improvement Project Update

Suggested Action:

Staff recommends that Council receive an update and overview of the National Environmental Policy Act (NEPA) Environmental Assessment (EA) for the State Route (SR) 248 Corridor Improvement Project (Project) and receive public comment during the 30 day public comment period.

Attachments:

[SR 248 Staff Report](#)



City Council Staff Report

Subject: Critical Priority Update – Update and Overview of the National Environmental Policy Act (NEPA) Environmental Assessment (EA) for the State Route (SR) 248 Corridor Improvement Project (Project)

Author: Alfred Knotts, Interim Transportation Director

Department: Transportation

Date: June 20, 2019

Type of Item: Administrative

Summary Recommendation

Staff recommends that Council receive an update and overview of the National Environmental Policy Act (NEPA) Environmental Assessment (EA) for the State Route (SR) 248 Corridor Improvement Project and receive public comment during the 30 day public comment period.

Executive Summary

On June 11, 2019, the official 30 day public comment period was initiated for the NEPA Draft EA for the SR 248 Corridor Improvement Project. The Draft EA has been prepared pursuant to the Council on Environmental Quality Regulations NEPA Implementing Procedures (40 Code of Federal Regulations [CFR] Section 1500 et seq.), and Federal Highway Administration's (FHWA's) NEPA Regulations and Procedures delegated to UDOT pursuant to 23 U.S.C. 327 and a Memorandum of Understanding dated January 17, 2017, and executed by FHWA and UDOT. The public comment period concludes on July 11, 2019, after which time all comments will be reviewed and responded to and/or incorporated as appropriate, prior to finalization of the EA. Public comment should specifically focus on the technical adequacy of the analysis.

Additional project information, including the Draft EA in its entirety, can be found at the following website: <https://www.udot.utah.gov/SR248improved/>

Background

On November 15, 2017, UDOT, as the NEPA lead and in cooperation with PCMC, issued a formal public scoping notice which initiated the formal NEPA scoping process and associated public comment period, which concluded on December 29, 2017. All comments received during that period were compiled into a Draft Scoping Summary Report - link: <http://www.parkcity.org/Home/ShowDocument?id=48796>.

Since that time, the Project Development Team (PDT), consisting of UDOT, PCMC, and a consultant team of technical and environmental specialist developed the Purpose and Need for the project, as well as screening criterion to develop and evaluate a range of alternatives including the "No Build/No Project" alternative. The Purpose and Need is as follows:

Purpose	Need	Criteria
Primary Purpose and Need		
Alleviate and manage current and future congestion on SR-248	- Existing travel time is slow and inconsistent - Operations would fail by 2040	Corridor travel time (min)
Manage current and future access onto SR-248	- Currently difficult for vehicles to turn left onto SR-248 - Turning movements onto SR-248 would fail at all signalized intersections by 2040	Level of Service (LOS) E or better in 2040 for worst side street approaches at signalized intersections other than SR-224
Alleviate and manage future congestion at SR-248/SR-224 intersection	Intersection operations would fail by 2040	Percent demand served for all movements Pedestrians at intersection: - Number of conflict points Impacts: - Property/right-of-way - Section 4(f) resources - Aquatic resources Cost
Secondary Purpose and Need		
Improve multi-modal options	- Park City goal to encourage alternative modes of transportation to maintain small town character - SR-248 identified as a regional spine for transit and walking/biking system - Design public transportation routes to increase efficiency of passenger trips and capture increased ridership	Accommodate transit and carpooling Accommodate pedestrians and bicycles
Reduce vehicle miles travelled (VMT)/ emissions	Park City goal to reduce VMT per employee and resident	Decrease VMT compared to 2040 No-Build
Improve person throughput	Park City goal to reduce SR-248 single occupant vehicle share from 76 to 50 percent	Increase seat utilization over existing conditions

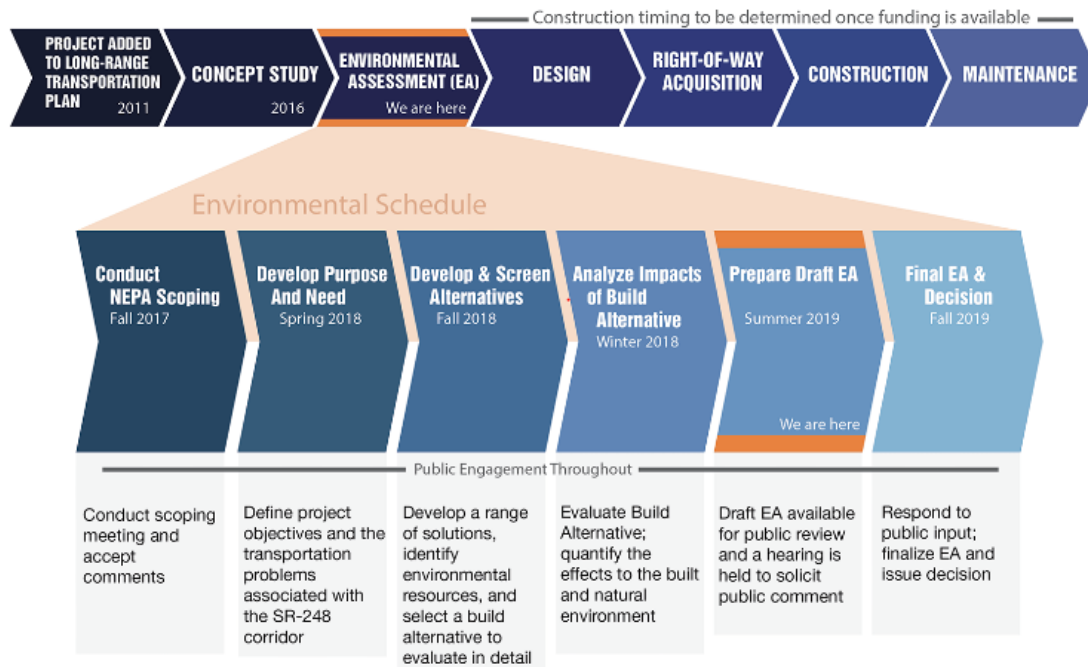
Additional information related to the background of the project can be found by clicking on the following hyperlinks:

<u>Date</u>	<u>Description</u>
December 2016	UDOT SR 248 Corridor Report https://sr248.pennapowers.co/wp-content/uploads/2017/09/2016-Concept-Report.pdf
July 20, 2017	– Council approval of Lochner Inc., contract http://parkcityut.igm2.com/Citizens/FileOpen.aspx?Type=1&ID=2274&Inline=True
January 23, 2018	– SR 248 Council Update on Scoping Summary Report and Purpose and Need Statement Staff Report http://parkcityut.igm2.com/Citizens/FileOpen.aspx?Type=1&ID=2330&Inline=True
May 16, 2019	SR 248 Contract Modification with Lochner Staff Report https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/359043/SR_248_Contract_Addendum3_Lochner_FINAL.pdf

Discussion

After approximately two years of natural resource inventories, traffic data collection and modeling, scoping, development of the Purpose and Need and evaluation criteria, alternative development and alternative screening, UDOT and PCMC have arrived at a major milestone in the UDOT Project Delivery Process (PDP) - publishing of the Draft EA. The Draft EA includes the identification of a preferred alternative, as well as potential environmental impacts and proposed mitigation measures. A timeline of the PDP is provided below:

STUDY PROCESS AND TIMELINE



While publishing the Draft EA is a major milestone, it is important to note for the public that there are additional milestones and opportunities for public input should the project receive approval from UDOT. Additionally, project construction will depend on the availability of a combination of federal, state, and local funding sources.

Preferred/Build Alternative Description:

The Build Alternative includes the following improvements:

- Eliminate the bottleneck and provide a consistent cross-section with five lanes: two travel lanes in each direction and a median/center turn lane through the entire corridor.
- Improve the SR-224 intersection to provide dual left-turn lanes from southbound SR-224 to eastbound SR-248, as well as dual right-turn lanes from westbound SR-248 to northbound SR-224.
- Improve the Bonanza Drive intersection to include dual left-turn lanes from westbound SR-248 to southbound Bonanza Drive and northbound right turn lane onto SR 248 westbound.
- Add right-turn bays along the SR-248 corridor where they do not currently exist.
- Add left-turn bays at Comstock Drive, Wyatt Earp Way, and Richardson Flat Road. Add signed and striped bicycle lanes from SR-224 to US-40. The bicycle lanes would be carried east and west through each intersection along the SR-248 corridor as shown in Figure 2-10. A 5-foot shoulder would be used on west end (SR-224 to Wyatt Earp Way) and an 8-foot shoulder on east end (Wyatt Earp Way to US-40) of SR-248

Providing two new lanes in each direction would allow for greater flexibility to implement transit or managed lanes in the future. Additionally, an overall wider roadway cross-section, including

wider shoulders, could future, could accommodate shoulder running buses, and existing transit systems would benefit from the additional capacity and travel time savings. Park City will continue to have the flexibility to implement policies and build municipal infrastructure to realize secondary purpose and need goals identified in the Purpose and Need figure provided above. Lastly, the Build Alternative was developed to avoid impacts to the Park City Cemetery to the north and Silver Creek, and wetlands to the south of SR-248. Exhibit A provides an illustration of the proposed cross section, while a fly through video has also been prepared in both English and Spanish:

English - <https://www.youtube.com/watch?v=2YUOHtCqpTU&feature=youtu.be> -

Spanish - <https://www.youtube.com/watch?v=08j5bsmkl7c&feature=youtu.be>

Project Cost

The preliminary cost estimate of the Build Alternative is **\$62,810,000** (2021 dollars) and includes preliminary engineering, right-of-way acquisition, utility relocation, and construction. Below is a further breakdown by logical termini given the likelihood that the project will require phasing due to available funding and constructability:

SR-248 EA Concept Cost Estimate			
		2019	2021
Segment A	SR-224/SR-248 Intersection, SR-248 to Bonanza Drive	\$18,297,000	\$20,013,000
Segment B	Bonanza Drive to Richardson Flats (Choke Point)	\$33,638,000	\$36,857,000
Segment C	Richardson Flats to US-40	\$5,422,000	\$5,940,000
		\$57,357,000	\$62,810,000

Next Steps:

Upcoming NEPA Timeline:

- June 11: Draft Environmental Assessment release (begin formal comment period)
- June 20: City Council Meeting update
- June 24: Stakeholder Working Group meeting
- **June 26: Official Public Hearing from 4:00 – 6:00 at Treasure Mountain Jr. High**
- July 11: Formal comment period concludes
- August 12: Finalize responses to comments
- October 10: Prepare Final EA and Findings

Please note that June 26th will serve as the official NEPA Public Hearing. Written comments can be submitted at the following location at any time **before midnight July 11, 2019** and should focus on the technical adequacy of the EA and:

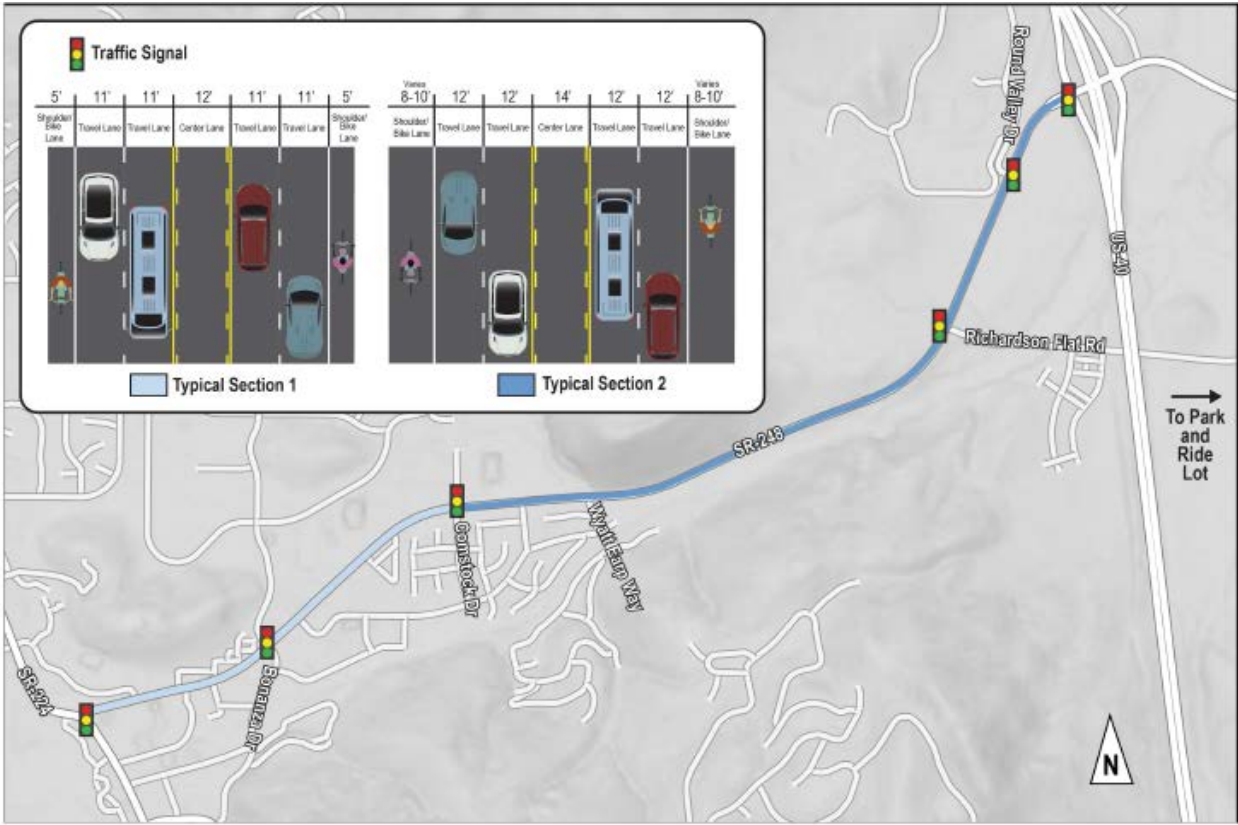
<https://www.udot.utah.gov/SR248improved/#comment-section>

Department Review: This report was reviewed by Executive, Legal, and Transportation Planning.

Attachments:

Exhibit A. – SR 248 Corridor Proposed Cross Section

EXHIBIT A



Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

5:50 p.m. - Break

Suggested Action:

Attachments:

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Reappoint Alex Butwinski and Beth Armstrong and Appoint Alyssa Kuhl to the Park City Public Art Advisory Board, with Terms Ending After June, 2022, and Appoint Jennifer Gardner to Replace Kendra Kahlow with a Term Ending After June, 2020

(A) Public Input (B) Action

Suggested Action:

Attachments:

[PAAB Appointment Staff Report](#)



City Council Staff Communications Report

Subject: Public Art Advisory Board (PAAB) Appointments
Author: Jenny Diersen, Staff Liaison to the Public Art Advisory Board
Department: Economic Development
Date: June 20, 2019
Type of Item: Administrative

Summary Recommendation

Staff recommends City Council appoint Alex Butwinski and Beth Armstrong to a second term, and Alyssa Kuhl to her first term, with terms ending June 30, 2022, and Jennifer Gardner to fulfill a vacant term replacing Kendra Kahlow on the Park City Public Art Advisory Board (PAAB) ending June 30, 2020. The newly appointed members would begin their appointed terms at the July 2019 PAAB meeting.

Background

PAAB makes recommendations to the City Manager or City Council regarding all Public Art items. All decisions regarding Public Art shall be made final by the City Council. PAAB is administered by staff. The Park City Summit County Arts Council provides non-voting support to the board through marketing, advice and guidance on projects and continuing to involve the board in [Project ABC](#).

Per resolution [2016-17](#), in which the [PAAB Policies](#) were adopted and term limits extended to three years, the [board is comprised of seven \(7\) community members](#) who reside in the City Limits of Park City appointed by the City Council. Additionally, the policies align with the PAAB's [vision & mission](#), which tie directly to Critical Community Priorities, specifically, Housing, Transportation, Energy and Social Equity. Such policies also relate to Council's goals of creating a [sense of community](#) (p 28-31). The PAAB continues to review its [policies and strategic plans on a yearly basis](#), and focuses their efforts on programs and projects that related to specific goals.

Analysis

Staff noticed the PAAB vacancy on the City's website, and social media, at the Spring Projects Open House, through the Park City Summit County Arts Council and by sending out notice to the PAAB board list. Interviews were conducted by staff liaisons and two Council Liaisons.

- Staff received 4 applications that were not eligible to apply as the candidates lived in the County.
- Staff received 6 applications from community members that were eligible to apply.

Funding Source

No funding is needed for appointment, as members are not compensated. Public Art has been financed primarily through two funding sources, both within the capital improvement plan (CIP). The first funding method is a direct allocation to the Public Art

capital project (CP0089) from the General Fund transfer and the Lower Park Avenue RDA. The second funding method is through a 1% contribution from qualifying capital improvement projects. PAAB has also completed temporary projects through grant programs such as the Restaurant Tax Grant.

Alternatives for City Council to Consider

1. Recommended Alternative:

Staff recommends that City Council appoint Alex Butwinski, Beth Armstrong, to serve a second term, and Alyssa Kuhl to her first term, with terms ending June 30, 2022 and Jennifer Gardner to fulfill a vacant term replacing Kendra Kahlow on the Park City Public Art Advisory Board ending June 30, 2020. The newly appointed members would begin their appointed terms at the July 2019 PAAB meeting.

2. Null Alternative:

Make alternative appointments or reopen the recruitment process.

Cons

- a. PAAB positions would remain unfilled until the position is filled.

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Mike McComb

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

2019 Spring Runoff

Suggested Action:

Information Only

Attachments:

[2019 Spring Runoff Staff Report](#)



City Council Staff Communications Report

Subject: Summary of 2019 Spring Runoff
Authors: Mike McComb & Bill Connell
Department: Emergency Management & Storm Water
Date: June 5, 2019
Type of Item: Informational

Background: This year's snowpack reached 142-162% of the 1981-2010 30-year average, and Emergency Management and Stormwater teams would like to provide Council and the community a summary of efforts taken to mitigate potential runoff and flooding impacts. The 2018-2019 winter was reminiscent of earlier heavy snow years in which there was no mid-winter thaw or rain event to reduce the amount of runoff during the spring. As a result, starting in April and lasting through June, staff has closely monitored National Weather Service (NWS) and U.S. Geological Survey hydrological reports, including temperatures, stream, and snowpack levels. Early in the runoff season, we experienced seasonal average warmer daytime temperatures and cooler temperatures at night, which combined to create an orderly runoff pattern, in which lower elevation snows melted first, followed by mid-elevation snows. However in mid-May, an active and persistent weather pattern established itself over much of the western U.S., leading to cooler-than-average seasonal temperatures, combined with higher precipitation amounts, slowing the upper elevation melting, and at times even adding to snow levels at the highest elevations (over 8500 feet). The active weather lasted through the end of May, when seasonal daytime temperatures are generally higher, as are nighttime temperatures, leading to a potential for a high volume of water to be coming off the mountains. As of the date of this report, we have not experienced any major issues with excessive runoff levels, however.

Starting early April and likely lasting through the end of June, Stormwater staff has monitored 27 key points twice per day along our drainages within City limits. These locations are identified as possible problem sites mainly due to the tendency of debris and vegetation to cover grates, screens, or conduit inlets. Inspection and mitigation work consisted of visibly checking each site and removing any debris which would inhibit water flows. There has not been any significant debris loading observed to date, however. In late May, a leased excavator was pre-positioned at the top of Daly Avenue in the event rapid clearing of debris was required where the stream diverts underground, or in the event mud slides occurred upstream from this location.

The following mitigation and preparation statistics are provided for more information:

- Parks and Streets labor hours spent on inspections/ mitigation work – 160
- Tons of sand available for sandbags – 20
- Filled sandbags - 1,000
- Number of empty available sandbags - 10,000

Sandbags remain available at Public Works, 1053 Iron Horse Drive, 615-3320, to help Park City residents and businesses prepare for what could be a high water runoff year. Residents and businesses may pick up 25 prefilled bags per address with the option to fill additional bags themselves, if needed. Further, home and business owners can help by inspecting brooks, streams, or ditches which run through their property, removing any debris that might impede flow, as well as removing rocks that may have been placed to make water features, until the end of spring runoff season, anticipated to last through June.

Attachment A contains more information and pictures regarding some of the key sites around the City.

Recommendation:

This is informational and no recommendation is proposed at this time.



3 of the 27 points that could have the most impact if blocked.

Top: Top of Daly

Middle: Bonanza/ Iron Horse

Bottom: Chatham Crossing



Left: Spot that Poison Creek was undermining bike path.
Bottom Left: Same location different angle.
Bottom Right: Removed willow and debris, placed boulders along path routing the water back to original path.



Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Minutes

Agenda Section:

Subject:

Consideration to Approve the City Council Meeting Minutes from May 16 and 29, 2019

Suggested Action:

Attachments:

[May 16, 2019 Minutes](#)

[May 29, 2019 Minutes](#)



PARK CITY COUNCIL MEETING MINUTES -DRAFT
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060

May 16, 2019

The Council of Park City, Summit County, Utah, met in open meeting on May 16, 2019, at 2:00 p.m. in the City Council Chambers.

Council Member Ware Peek moved to close the meeting to discuss property, personnel, and litigation at 2:00 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

CLOSED SESSION

Council Member Gerber moved to adjourn from Closed Meeting at 3:30 p.m. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, and Worel

WORK SESSION

Council Questions and Comments:

The Council members reviewed the events and activities they participated in since the last meeting.

Discuss Use of City-Owned Land at Quinn's Junction Sports Complex for Mountain Trails Foundation and Summit Land Conservancy:

Heinrich Deters and Jonathan Weidenhamer, Sustainability Department, presented this item. Based on the proposal from Mountain Trails Foundation and Summit Land Conservancy, they requested use of City property for a maintenance building at Quinn's Junction. Staff sought support from Council to conduct a deeper analysis of the underlying land use including the Mater Planned Development, deed restrictions, and Recreation Master Plan as well as input from internal City Departments for feasibility and potential use conflicts. The project supported staff goals including sustainability, planning, and open space priorities.

1 Jack Thomas, architect, thanked Council for their support of open space and introduced
2 his partner in the project, Kenton Peters. Thomas viewed the project as a commitment
3 to the open space core community value. Cheryl Fox, Executive Director of Summit
4 Land Conservancy, thanked Council for their leadership in preserving open space and
5 public access. Charlie Sturgis, Executive Director of Mountain Trails Foundation, stated
6 the Mountain Trails Foundation and Summit Land Conservancy would like to combine
7 resources to obtain a much needed permanent base of operations. He believed it would
8 benefit not only the organization but the entire community. It would ensure the
9 organizations' ability to provide their current level of service and grow with increasing
10 demands. Their first choice was Quinn's Junction, adjacent to the existing Park City
11 maintenance building and Round Valley open space. The proposed building would be
12 two stories with a footprint of 2,800 square feet and would house heavy equipment,
13 tools, educational signage, and management space. The long-term rent savings would
14 be funneled back to open space and trails.

15
16 Mountain Trails Foundation and Summit Land Conservancy provided under-market trail
17 building and maintenance, consulting, and public outreach which helped secure
18 Bonanza Flat and Treasure Hill. They also secured funding from resources the City
19 would not otherwise have access to. Sturgis indicated 80% of local residents utilized the
20 trails three times a week or more and the economic impact could help pay for additional
21 community amenities. A permanent home would provide security that the services the
22 two organizations provide will continue.

23
24 Fox explained both organizations had a long working history with compatible missions.
25 Sharing space would increase synergies and would allow increased donations to go
26 back into the organizations' work. Park City's brand was open space and sustainability.
27 Both organizations directly supported these priorities. Sturgis added the town was
28 growing and trails were being increasingly utilized to the levels of state and national
29 parks. This resulted in \$50 million-\$100 million in economic impacts.

30
31 Fox presented a map to indicate the proposed location. Thomas indicated the design
32 would protect the surrounding fields and share parking instead of adding additional
33 parking spaces. Sturgis concluded the future of both organizations were in question.
34 Exiting their current location at Club Med would likely require the organizations to move
35 outside the City due to rent cost. Fox researched options to stay within the City, both at
36 Kimball Junction and near Home Depot and the cost results were devastating. They
37 would like to stay in the community they served and it became clear the most cost
38 effective option would be to do this project.

39
40 Council Member Henney asked for more information about what the long-term rent
41 savings would look like as it was an investment from the community. Sturgis replied that
42 a million dollars could be diverted away from trails and open space in 10 years.

1 Council Member Worel congratulated the two organizations on their collaboration and
2 asked if the type of building they would create was dependent on if they leased a
3 building versus bought a building. Fox responded they had the same question and
4 would like to explore further. Sturgis added that while Quinn's Junction was ideal, they
5 were exploring additional plans.

6
7 Council Member Joyce stated he would like to protect the recreational space that was
8 planned for and was needed. There was land a quarter mile away from the proposed
9 space; he asked if it would be any different from the Quinn's Junction location. Deters
10 responded they could draft a parameter of all the land that could be used and the
11 associated deed restrictions and evaluate. Sturgis added their priority was to remain in
12 the community, the specific location was secondary. Council Member Joyce also asked
13 how long it would take to complete the project. Sturgis replied they were ready to start
14 right away. Council Member Joyce voiced he would like additional information regarding
15 parking requirements if the fields were to be developed as well as details on the
16 recreation plans. He also requested information regarding how the project would meet
17 Gilmore education requirements. Deters suggested he could contact the Gilmore trust
18 for a statement to assist in defining requirements.

19
20 Mayor Beerman asked for confirmation that the space would also serve as a Round
21 Valley visitor's center which may assist with the education requirement. Fox replied they
22 would like to have the conversation to determine Council desires. Sturgis added it would
23 also depend on the location of the building. Fox explained they also hosted children's
24 outdoor programs and this location would serve as a hub for that purpose. Mayor
25 Beerman stated there was an appeal to having a central hub to serve visitors and local
26 residents.

27
28 Mayor Beerman opened the meeting for public input.

29
30 Joe Cronley, Park Meadows resident and Summit Land Conservancy Board Member,
31 voiced his support of the proposal.

32
33 Tom Peek, past President and current Mountain Trails Board Member, worked on
34 finding a permanent home for the organization for 15 years. He supported the two
35 organizations working together, as well as the proposal.

36
37 Kathy Sturgis, asked what organizations would be housed in the Arts & Culture district
38 and voiced there were additional nonprofits in need of assistance. Mayor Beerman
39 responded Council attempted to assist nonprofits as much as possible and space for
40 nonprofits might be included in the Arts & Culture district.

41
42 Mayor Beerman closed the public input portion of the meeting.

Council Member Gerber echoed there were many nonprofits that were valued and were in need of space, and she looked forward to further conversations.

Council Member Ware Peek disclosed she was on the Mountain Trails ambassador email list. Margaret Plane, Special Counsel, determined it was not a conflict of interest. Council Member Ware Peek compared Round Valley to Central Park in New York in its importance, and voiced a possible need for a centralized meeting space for local group that could be filled by this project. She was also interested in further information regarding recreation plans.

Council Member Joyce stated there were many demands on available land in Park City and there was no precedent for this type of project. Moving forward, he would like additional information about how the building would benefit both organizations long term as well as how it would meet needs and requirements. Council Member Henney stated he viewed the combined resources of the two organizations as leverage and was confident in the return. He would like staff and the organizations to move forward in exploring the project further. Council Member Worel applauded the collaboration of the two nonprofits. She would like further information about what would be involved if the land was leased versus sold.

Mayor Beerman concluded Council was supportive of staff, Summit Land Conservancy, and Mountain Trails Foundation exploring the project further.

REGULAR MEETING - 6:00 p.m.

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Becca Gerber Council Member Tim Henney Council Member Steve Joyce Council Member Lynn Ware Peek Council Member Nann Worel Diane Foster, City Manager Matt Dias, Assistant City Manager Margaret Plane, Special Counsel Leah Langan, Deputy City Recorder	Present

II) COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Staff Communication Report

2019 Spring Runoff Update:

III) PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Mayor Beerman opened the meeting for public input on matters not being addressed on the agenda. No comments were given. Mayor Beerman closed the public input portion of the meeting.

IV) CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from May 2, 2019:

Council Member Gerber moved to approve the City Council Meeting minutes from May 2, 2019. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, and Worel

ABSTAINED: Council Member Ware Peek

V) CONSENT AGENDA

1. Request to Accept a Donation of Artwork Created by Artists Erin D. Garcia and Jillian Evelyn into the Public Art Collection in a Form approved by the City Attorney:

2. Request to Authorize the City Manager to Execute a Construction Agreement, in a Form Approved by the City Attorney, with Harrison Western Construction Corporation Inc., for the Spiro Mine Tunnel Reconstruction Project in an Amount Not to Exceed \$66,681.00:

3. Request to Authorize the City Manager to Execute a Professional Services Agreement, in a Form Approved by the City Attorney, with Lithos Engineering Inc., for Design Services for the Spiro Mine Tunnel Reconstruction Project in an Amount Not to Exceed \$150,000.00:

4. Request to Authorize the City Manager to Execute an Addendum to the 2018 Water Improvement Project Construction Agreement, in a Form Approved by the City Attorney, with Daley Excavators, L.L.C. for an Amount Not to Exceed \$475,000.005.

5. Request to Approve the Third Addendum to the Professional Services Agreement (PSA) with Lochner Inc. for an Expanded Scope of Engineering and Environmental Document Preparation Services for State Route 248 Corridor Project with Additional Sufficient Funding of \$82,273.42 and the New Project Total Not to Exceed \$1,596,053.25:

6. Request to Authorize the City Manager to Sign a Professional Service Agreement, in a Form Approved by the City Attorney, with AECOM for Preliminary Design and Engineering for Six Bus Shelter Improvements and a Bus Stop Accessibility Study in an Amount Not to Exceed \$168,676.00:

7. Request to Approve the Professional Service Agreement with Sparano & Mooney Architecture in a Form Approved by the City Attorney's Office in an Amount Not to Exceed \$106,676.00:

Council Member Worel moved to remove items six and seven from the Consent Agenda. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

Council Member Joyce moved to approve the Consent Agenda Items one through five. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

6. Request to Authorize the City Manager to Sign a Professional Service Agreement, in a Form Approved by the City Attorney, with AECOM for Preliminary Design and Engineering for Six Bus Shelter Improvements and a Bus Stop Accessibility Study in an Amount Not to Exceed \$168,676.00:

Alexis Verson, Transportation Department, presented this item. The cost associated with the contract had changed. The scope was altered for the bus shelter located at 1760 Park Avenue to include the design and replacement of a rock retaining wall that was currently there. This resulted in an increase in consulting services. An amendment for the approval of the new amount \$182,314 was requested.

Council Member Worel stated the increased price seemed like a large amount and asked if the design could be used for shelters in the future. Verson responded there were 225 shelters in the system and the bulk of the cost was for designs that could be implemented City-wide. Council Member Worel asked if any further funds would be

requested for the project in the future. Verson responded nothing would be requested for additional design, and clarified that an additional portion of the cost related to a strategic accessibility study. Council Member Worel asked if all the shelters were within City limits or throughout the transit system. Verson stated the stops in this scope were in City limits, but they intended to work with Summit County for the accessibility study and improvements to countywide stops. Council Member Worel asked if Park City would be required to fund future designs for Summit County stops. Alfred Knotts, Transportation Director, stated Summit County would pay for their own stops, but the design would be similar. Council Member Worel stated it was difficult to approve the project when the total cost was unknown. Knotts replied they would have a better idea of the total cost when they received a final estimate from the engineer. Council Member Gerber mentioned lockers/snowboard tuning sites might be included in the shelters and asked if local businesses could be included as sponsors to offset costs. Knotts replied that would be a post-construction improvement.

Council Member Ware Peek voiced the requested amount seemed very high. Knotts stated he felt the same way when he researched shelters in other towns and felt it was a nice compromise. Council Member Ware Peek asked if the engineering and design was the larger part of the cost. Knotts confirmed it was the largest portion plus sidewalk, drainage, and retaining wall work outside of the actual structure.

Council Member Henney asked if Park City and Summit County were running parallel processes where both were designing and funding these projects as opposed to working collaboratively and sharing resources to use system-wide. Knotts responded they were working collaboratively with Summit County and were currently working together to determine priorities.

Council Member Gerber moved to authorize the City Manager to sign a professional services agreement in a form approved by the City Attorney, with AECOM to provide design and engineering services for six bus shelter improvements and conduct a bus stop accessibility study with the amended contract price of \$182,314. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

7. Request to Approve the Professional Service Agreement with Sparano & Mooney Architecture in a Form Approved by the City Attorney's Office in an Amount Not to Exceed \$106,676.00:

Jason Glidden, Housing Manager, presented this item. Council Member Worel stated it was her understanding that Habitat had a preliminary design for 100 Marsac. Glidden responded Talisker had original designs that Habitat was using as well. Council Member

Worel asked if soil analysis was done at the time of the designs and if some of the preliminary work would be completed. Glidden replied they had soil reports, but would like to take a fresh look at the project as well as take a creative look at the property space.

Anne Laurent, Community Development Director, offered background information about the reasons the RFP was issued. It was issued largely because the project had past approvals that expired. The scope of the work was to submit a new approval with an application that met current codes.

Council Member Worel moved to approve the professional service agreement with Sparano & Mooney Architecture in a form approved by the City Attorney's office in an amount not to exceed \$106,676.00. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

VI) NEW BUSINESS

1. 2019-20 City Manager's Recommended Budget: Presentation and Review:

Nate Rockwood, Redevelopment Director, presented an overview of the five-year Capital Improvement Plan (CIP) which was adopted as part of the annual budget. The CIP in the City Manager's budget was basically the same CIP that was adopted last year with very few adjustments. These adjustments included changes Council made with Treasure Hill, continuing the affordable housing plan, and additional projects. Only one new budget project was included, but it was significant. Rockwood reviewed the tables included in the budget document to ensure Council and the public understood the information.

CIP project ranking was performed by a committee and scored based on five item criteria and General Fund flexibility. Rockwood grouped major projects into a summary chart and sorted them according to Council priorities.

Council Member Joyce recalled changing stormwater fees a year ago so they would be self-funding, yet noted there was resort sales tax designated for a stormwater project. He asked when the City would be done tapping other sources to support stormwater. Rockwood responded the specific project was a carry-over which was originally created to be funded by resort sales tax, but was blended into stormwater funding. Council Member Joyce asked if this was the last stormwater project that would be funded from sources other than stormwater fees. Rockwood confirmed this was the final project.

1 Significant water projects were being planned and the budget team was adjusting the
2 projections of when the projects would be completed. Rockwood would return to Council
3 to review the water capital plan in the first week of June.

4
5 Affordable housing would be funded through the Lower Park Redevelopment Agency
6 (RDA). With the Treasure Hill bond, the City also issued a second sales revenue bond
7 against the Lower Park RDA and resort sales tax to make up the difference of the
8 Treasure Hill amount. The community center in City Park is also budgeted from the
9 Lower Park RDA.

10
11 Other major projects in the pipeline, including the Old Town Improvement Study (OTIS)
12 project, were put on hold to save money for Treasure Hill. These projects would be
13 revisited in the coming years and staff were looking at the projects in a more holistic
14 way, including a City-wide street assessment to determine priorities. Council Member
15 Ware Peek asked why sidewalks in Old Town were not included in OTIS. Rockwood
16 replied OTIS pertained only to street replacement. Council Member Ware Peek asked
17 for specifics about how the funds would be directed. Council Member Gerber added that
18 more information would be required before funds marked for Old Town were
19 redistributed throughout town. Mayor Beerman clarified that though some of the funds
20 came from the same tax, they were designated for separate uses. Rockwood noted the
21 majority of the OTIS projects were completed.

22
23 Council Member Joyce used the Brew Pub as an example of a project that was put on
24 hold. Rockwood clarified that not all of the OTIS funds were removed and presented an
25 ongoing list of projects that were either underway or currently scheduled to be
26 completed. Mayor Beerman recalled the conversations that took place at that time were
27 that the projects were suspended, but it was communicated that Council would like to
28 continue the projects when possible.

29
30 Council Member Worel asked if the City would have access to the Arts and Culture
31 district funds when the tenants' leases expired in March. Rockwood responded funds
32 were currently available for demolition.

33
34 Mayor Beerman asked for further information about what was included in the \$3 million
35 marked for Public Works renovation. Clint McAfee, Public Utilities Director, responded
36 the amount was closer to the \$1million range. Rockwood added he would come back to
37 Council at a later date to clarify.

38
39 Council Member Joyce requested more information about Park Avenue being marked
40 as pending. Rockwood responded that in addition to the Engineering Department
41 conducting a study on City-wide streets, they were also assessing the need for the Park
42 Avenue reconstruction project. Council Member Joyce stated Council communicated to

1 the public that the project would begin this year and asked for clarification on the
2 timeline. Rockwood stated it was pushed out two to three years.

3
4 Rockwood presented a table with information regarding General Fund transfers. Mayor
5 Beerman asked if it was up to the department manager to determine how the funds
6 were utilized after Council approved them. Rockwood affirmed fund utilization was
7 determined by department managers, but the managers were required to have a plan.
8 Mayor Beerman requested an itemized document detailing purchases at the end of the
9 year. Rockwood replied they could provide a summary. Council Member Joyce agreed
10 he would like details on the larger purchased items.

11
12 Council Member Joyce asked if staff investigated subsidies for electric vehicles for
13 municipal use. Rockwood responded Luke Cartin, Environmental Sustainability
14 Manager, monitored available subsidies, but the technology had not evolved enough.

15
16 Staff recommended a street maintenance project in Park City Heights. The budget
17 department evaluated service level and would review. The Budget Department also
18 maintained a list of projects that were not recommended that would be reviewed for
19 possible future approval. Rockwood indicated if any funding remained at the end of the
20 year, the Police and Engineering Departments strongly recommended a \$50,000 gate
21 on uphill Marsac Avenue, above Chambers Avenue. Council Member Gerber asked
22 where the gate would prevent people from going. Rockwood replied it would be an
23 automatic gate that would prevent people from traveling up Marsac when the roads
24 became unsafe due to snow. Council Member Gerber asked if it was a state road and if
25 UDOT would contribute. Rockwood answered he would have to confirm with the
26 Transportation Department.

27
28 Council Member Ware Peek asked if restriping the Deer Valley pedestrian walk was
29 scheduled to occur this spring. Rockwood stated the Deer Valley cost on the document
30 was related to a facility, not restriping.

31
32 Council Member Gerber asked why the Old Town access and circulation plan was being
33 pushed back. Rockwood responded they did not rescore that item due to not being
34 approved in years past, but could relook at it. Council Member Joyce added it was
35 related to Transportation Planning, not Transit. Rockwood stated it was the same
36 project and Knotts had consulting funds available which he could contribute to the
37 project. Council Member Gerber requested additional information regarding the
38 difference in scope between the two projects.

39
40 Mayor Beerman voiced interest in bollards and asked if that project had other funding.
41 Rockwood replied there was a phase one bollard project but phase two was not
42 recommended for funding. All remaining money for that project was used for Treasure
43 Hill. Diane Foster, City Manager, stated \$30,000 was requested to offset staff costs that

1 culminated in working with Silly Market to do the work at a reasonable cost. Police and
2 Emergency Manager, Mike McComb agreed that phase two was not needed for this
3 year, but was still needed long term. Council Member Joyce responded that with the
4 decrease of Main Street events, the need for bollards might not be as great.

5
6 Rockwood asked Council if there were any additional questions. Council Member
7 Gerber requested an explanation of the GO bond chart. Rockwood reviewed the chart
8 and related debts. The sales tax debt consisted of several types of taxes which were
9 related to the additional resort community sales tax. There were four different bonds
10 issued against that. An additional debt was issued against the Lower Park Avenue RDA
11 property tax revenue, but there was an inter-local agreement with the City that property
12 tax revenue paid for the City's sale tax debt. One bond issued against the Transient
13 Room Tax (TRT) in 2017 was used to purchase the land for the Arts and Culture district.

14
15 Council Member Joyce asked about the City's current bonding capacity, knowing the
16 City did not exceed 65%. Rockwood responded the City was currently at the 65%
17 threshold. With the funds transferred from the RDA, it was at 100% capacity. But since it
18 was property tax based, the funds were guaranteed to come in over the lifespan of the
19 RDA which was 15 years. Council Member Joyce asked about the resort sales tax.
20 Rockwood answered the City did not bond against the resort sales tax, but bonds were
21 issued against the municipal TRT which also had a 65% threshold-it was currently at
22 45%.

23
24 Council Member Joyce voiced concern regarding the spending that occurred from 2014-
25 2019 and the affect it had on spending flexibility for the next ten years. Rockwood
26 replied that we are not at capacity due to the 65% threshold and cash flow is still
27 occurring. Council Member Joyce clarified that we borrowed two-thirds of the 15 year
28 future revenue streams and spent it. Rockwood replied it was spent on critical priorities.
29 Council Member Joyce felt like the City had maxed out its credit cards and then got new
30 ones. Rockwood replied the 15 year bond was one of the shortest available to
31 municipalities. Such a short term created flexibility for future Councils. Council Member
32 Henney stated he believed the City was fiscally responsible and responded to the needs
33 and crises of the community without limiting future Councils. Council Member Joyce
34 replied housing was a crisis, but the need for an Arts and Culture district was not.
35 Council Member Henney countered that the Arts and Culture district would change the
36 community and it would benefit future generations.

37
38 Council Member Gerber added that rare and great opportunities have arisen within the
39 last few years and the City sourced good funding. Mayor Beerman stated the
40 community voted to increase sales tax to fund priorities and some funds were meant to
41 be bonded against or the resource was lost. Mayor Beerman disagreed that the City
42 had maxed its funding and stated large conversations with the community were had
43 before spending on the large projects. He also reviewed other potential funding sources

1 such as property tax. Council Member Worel was proud of Council for taking advantage
2 of opportunities, but reminded Council that affordability of the community was affected
3 by tax increases.
4

5 Council Member Joyce voiced concern that every time a tax was added, it was
6 immediately bonded against and the 15 year revenue was depleted. Mayor Beerman
7 responded the funds were spent in advance with input from the community. Council
8 Member Henney added Council would receive direction from the community on future
9 requests or if the public felt spending should be decreased. Council Member Joyce
10 thought there was a list of projects Council or the public would want to do, but Council
11 would not be able to afford them because the City would spend the majority of funds in
12 five years. Council Member Henney replied he had not received negative feedback from
13 the community and Council would address additional needs with community input as
14 they arose. Mayor Beerman added Council Member Joyce's concerns were well stated,
15 but Council was consistent with what was communicated to the public.
16

17 Council Member Henney asked Rockwood to list the Enterprise Funds. Rockwood
18 replied the Enterprise Funds consisted of water, golf, stormwater, transportation, and
19 parking.
20

21 Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman
22 closed the public hearing.
23

24 **2. Consideration to Approve Ordinance 2019-06, an Ordinance Approving Land**
25 **Management Code Amendments regarding Section 15-13 Design Guidelines for**
26 **Historic Districts and Historic Sites and 15-15 Definitions**

27 Hannah Tyler, Senior Planner, presented this item along with Douglas Stephens, Chair
28 of the Historic Preservation Board (HPB). Tyler and Stephens returned from the May 2th
29 Council meeting to revisit the design guidelines discussion. The information presented
30 were Land Management Code amendments. In 2017-2019, they were proposed as
31 standards. The HPB requested they be called guidelines to provide additional flexibility.
32 Staff operated using the term guideline and recommended continuing the use that term,
33 but looked to Council if they would like to return to the term "standard."
34

35 An additional point of discussion was defining "shall" versus "should." "Shall" was a
36 more direct term and was used when an action resulted in a reduction of historical
37 integrity of the Historic District or landmark structure. "Should" was used when there
38 were options that could protect the Historic District integrity and did not affect neighbors.
39 The Planning staff would return to Council to discuss a parking management plan for
40 Old Town.
41

1 Tyler had a productive discussion with Council Member Joyce where they clarified
2 terms and inconsistencies in the Design Guidelines. The document was a result of five
3 years of edits. Staff recommended Council adopt the ordinance.

4
5 Council Member Worel noted the terms “shall” versus “should” lent itself to interpretation
6 and asked how it would be possible take the arbitrary out of the guidelines. She used
7 the example of a woman renovating her home in Old Town and was denied after she
8 read “should” in the guidelines. Tyler replied that project would have been under the
9 2009 guidelines which staff was amending. Council Member Worel added she
10 understood that the guidelines pertained to old homes but wondered if the term “should”
11 should apply to new homes in the historic district. Stephens responded that as a
12 homeowner he liked knowing construction was compatible with his historic home and
13 felt that predictability in the design process bred monotony.

14 Council Member Henney voiced concern about changing new construction compatibility
15 from “neighborhood” to “district areas.” He also mentioned that new buildings should
16 complement instead of mimic older homes and some modern construction styles
17 accomplished that.

18
19 Council Member Gerber stated the definition of “compatible” was subjective and could
20 be interpreted as either blending or complementing existing structures. She expounded
21 that the Historical District told a story and she hoped a contemporary build would
22 continue that story. Council Member Gerber also asked why the word “must” was
23 replaced by the word “shall” in some areas of the document. Tyler replied it was an
24 effort to remain consistent and “shall” means “must” in the guidelines.

25
26 Council Member Worel recalled her time on the Planning Commission where projects
27 were considered based on the streetscape instead of district-wide. Council Member
28 Joyce agreed. Council Member Joyce stated the City should be guiding new
29 construction towards a specific standard, but it would be challenging to make a
30 blanket “shall” statement. Council Member Worel questioned what would happen if
31 the Planning Department did not like a design. Council Member Joyce answered
32 consistency was required and predictability would assist. Council Member Henney
33 recalled Stephen’s point that predictability was boring. Council Member Joyce remarked
34 that consistency could exist alongside flexibility.

35
36 Council Member Ware Peek stated she was concerned that builders would want to
37 abandon their projects rather than contend with so many “shalls.” Council Member
38 Worel asked about the process that occurred when the Planning Department disagreed
39 with someone building new construction based on the guidelines. Tyler answered it was
40 rare that an application was denied. If staff denied an application, the builder could
41 appeal that action which would be reviewed by the Board of Adjustment or Council.
42 Stephens added that before an application was denied, a larger process occurred
43 between the builder and the Planning Department where they looked at existing

1 constraints and formed creative solutions. Unfortunately, this could make it a lengthier
2 process. Council Member Worel asked if there were plans to streamline the process.
3 Tyler responded that in the last few years, Council and HPB added additional steps to
4 the process such as noticing requirements. Council Member Worel noted the length of
5 the process was the largest complaint she received. Stephens responded the Planning
6 staff should be trusted and not every project needed to go through the public process.

7
8 Council Member Gerber commented about the importance of considering the Historic
9 District from different perspectives, not just the front of buildings. Mayor Beerman spoke
10 about his current frustrations in renovating a property in Old Town, and felt the process
11 was difficult to navigate even after having completed prior commercial and residential
12 projects. He acknowledged the Planning Department's work on the guidelines but had
13 concerns on the portion of the document related to new construction. Project size and
14 scale were also a concern. Mayor Beerman commented that switching district versus
15 neighborhood in the compatibility portion of the document was vague. He mentioned the
16 code limited any variation to new structures. He was comfortable approving the first
17 section of the guidelines, but recommended additional work on the section regarding
18 new construction.

19
20 Council Member Joyce indicated he would rather approve the guidelines tonight and
21 have a future work session to discuss what was philosophically reasonable for infill.
22 Council Member Ware Peek asked Mayor Beerman if his frustrations were regarding
23 specific materials required for construction. Mayor Beerman replied with specific
24 examples from the guidelines. Council Member Ware Peek asked what was the best
25 way to formulate changes. Mayor Beerman replied members of the public would have a
26 lot of insight.

27
28 Council Member Gerber suggested Council approve the first half of the guidelines and
29 make an effort to schedule time to review what changes needed to be made on the new
30 construction portion. Council Member Worel did not have an issue with approving the
31 guidelines as it pertained to old construction, but she was hesitant to approve the
32 document in its entirety as it would be challenging to revisit the conversation.

33
34 Council Member Joyce voiced he was hearing conflicting messages from Council: that
35 the process was too difficult to wade through as well as the City was too constraining for
36 new construction. Council Member Worel responded she had received feedback from
37 community members who were attempting to renovate their non-historic homes in the
38 Historic District that the process was long and unpredictable.

39
40 Mayor Beerman stated portions of the guidelines had improved, but there were key
41 issues in the new construction section that made him hesitant to approve. Council
42 Member Gerber stated she needed a break before revisiting the document. Council
43 Member Henney agreed staff had come a long way with the guidelines, but was in favor

1 of forming a task force or commission to review. Bruce Erickson, Planning Director,
2 responded Tyler would like to reprise three outreaches to the architects who reviewed
3 the document. Tyler added they had contacted multiple architects for feedback, but had
4 not received any substantial responses, and asked Council for direction. Mayor
5 Beerman suggested the taskforce should be comprised of community members from
6 multiple backgrounds and experiences.

7
8 Stephens stated the projects consisting of historic home additions seemed to get
9 through the process smoother, but the issues lay with infill and remodeling projects.
10 Anne Laurent, Community Development Director remarked she was empathetic to how
11 stressful the process could be and stated some of the concerns could possibly be
12 addressed from a customer engagement perspective with increased customer support
13 and education. She added the results of the guidelines were reactive from years of work
14 and experience. Laurent suggested Council identify the specific issues they would like
15 staff to improve in the guidelines, but it would be difficult to come back on this item.
16 Mayor Beerman responded the lack of clarity was the major issue and gave the term
17 "compatibility" as an example. Tyler responded "compatibility" was a defined term in the
18 Land Management Code, but offered to revisit the definition. Mayor Beerman countered
19 that information regarding compatibility was not in the guidelines. Tyler was happy to
20 include defined terms in the Design Guidelines. Erickson stated it was impossible to
21 outguess market and materials and therefore, impossible to write perfect guidelines.

22
23 Diane Foster, City Manager, offered Council could approve what they were comfortable
24 with, which included Sections 15-13-2 and 15-13-3 and give direction on the sections
25 that still needed work. Council Member Ware Peek added she knew a community
26 member who was ready to walk away from a historic renovation project due to the
27 process and lack of clarity.

28
29 Council took a five minute break. Mayor Beerman then opened the meeting for public
30 hearing.

31
32 Tom Peek completed 17 projects in Old Town and voiced support for a taskforce. He
33 had potential projects that he was about to walk away from due to the length and effort
34 of the process. He offered to volunteer for the taskforce.

35
36 Mayor Beerman closed the public hearing.

37
38 Laurent stated staff thought what was presented tonight was an improvement to what
39 was on the books and anything that was not adopted would result in continuing the
40 previous guidelines which caused frustration in the community.

Council Member Henney asked for clarification and Council Member Joyce requested additional discussion before placing a vote. Council Member Joyce suggested the taskforce be more general as there were numerous issues to work through.

Erickson suggested adding a taskforce mandate to look at process improvements in Historic Districts for infill and reconstruction, including clarifying the code.

Mayor Beerman asked Council if they would like to propose an amendment for the change of neighborhood compatibility to district compatibility. Council Member Joyce asked why that change was made. Tyler responded the change allowed increased flexibility and clarity and that character area tours were underway. Mayor Beerman stated he did not see how drawing from district wide designs would assist with the compatibility of streetscapes. Erickson added the change did not relate to size and mass, but more to detail of structure. Erickson listed the four rules the Planning Department considered when looking at a project: Did it hurt the neighborhood, did it hurt the house, a more contemporary form needed to use historic materials, and a more historic form could use more contemporary design. Council Member Joyce noted the change in the code could be either more oppressive or more flexible and it was not clear which direction it would take. Tyler stated a change to the code could be included in a motion. Council Member Worel stated she was comfortable with streetscape instead of district-wide. Council Member Joyce replied "character areas" made more sense than considering project on a district-wide scale.

Council Member Joyce moved to approve Ordinance 2019-06, an ordinance approving Land Management Code amendments regarding Section 15-13 Design Guidelines for Historic Districts and Historic Sites and 15-15 Definitions with two amendments: 1. change district-wide compatibility to streetscape compatibility and character areas; 2. form a taskforce to identify issues in getting through the design review and building process in the Historic District and make recommendations on how to improve whether in code or process. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

3. Consideration to Implement a 2.0% Service Fee on Non-Utility Credit Card Transactions Equal to or Greater than \$5,000.00, Effective July 1, 2019:

Rebecca Gillis, Finance Director, presented this item. Staff requested approval on implementing a 2% fee on non-utility credit card payments equal to or greater than \$5,000, effective July 1, 2019. Currently, Park City accepted credit cards for public utilities, recreation/library fees, parking fees, fines, and permits, bus advertising, business licenses, special event permits, miscellaneous transactions, and BPE permits under \$1,500. With the new BPE software, customers would be able to pay online, which would allow for a higher level of service. However, the fees for the credit card

1 transactions would also increase if we allowed payments over \$1,500. The fee was
2 comparable to other cities and counties in the state. The City currently paid 2.75%
3 processing fee on each credit card transaction.

4
5 Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman
6 closed the public hearing.

7
8 Council Member Henney mentioned there might be a different threshold to consider
9 before charging the fee at \$5,000. Gillis responded that when researching the possibility
10 of lowering the threshold, Day Camp posed a problem. Council Member Ware Peek
11 questioned if staff looked at building the fee into the transaction amount instead of
12 adding it as a separate fee. Gillis confirmed they looked into that option, but stated the
13 fee would then be built into transactions that were paid with check or cash.

14
15 Mayor Beerman asked how many transactions were made with credit cards. Gillis
16 responded the rate was 90%.

17
18 Council Member Worel moved to approve the implementation of a 2.0% service fee on
19 non-utility credit card transactions equal to or greater than \$5,000.00, effective July 1,
20 2019. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

21
22 **4. Consideration to Approve Ordinance 2019-27, an Ordinance Approving the**
23 **Stag Lodge Phase IV Third Amended Plat, Amending Unit 46 Located at 8200**
24 **Royal Street #46, Park City, Utah:**

25 Francisco Astorga, Planning Department, presented this item. This ordinance would
26 convert 1,500 square feet of unexcavated common ownership area to private ownership
27 area belonging to Unit 46 to build a basement.

28
29 Council Member Worel asked how a basement would be built into the space. Erickson
30 replied builders would punch a hole in the outside wall and complete with hand
31 excavation.

32
33 Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman
34 closed the public hearing.

35
36 Council Member Gerber moved to approve Ordinance 2019-27, an ordinance approving
37 the Stag Lodge Phase IV Third Amended Plat, amending Unit 46 located at 8200 Royal
38 Street #46, Park City, Utah. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

5. Consideration to Approve Ordinance No. 2019-28, an Ordinance Approving the Double H Plat Amendment, an Amendment of Lots 5, 6, 7, and 8 and the South One-Half (1/2) of Lot 9, Block 56, Snyder's Addition to the Park City Survey, Located at 1120, 1124, and 1128 Park Avenue:

Francisco Astorga, Planning Department, presented this item. This ordinance aimed to reconfigure four and a half Old Town lots into three lots of record by removing three interior site lot lines and adding one interior lot side lot line. Council Member Worel asked if changes in gravel would affect these driveways. Astorga affirmed they would be affected, but must move forward with the current code. Council Member Joyce asked why someone with a landmark house would be required to get rid of their historic driveway. Astorga answered the driveway had not been deemed as a significant component of the house that would warrant historic designation.

Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman closed the public hearing.

Council Member Gerber asked for clarification on the dirt pathway behind the property. Astorga stated it was City owned property.

Council Member Ware Peek moved to approve Ordinance No. 2019-28, an ordinance approving the Double H Plat Amendment, an amendment of Lots 5, 6, 7, and 8 and the south one-half of Lot 9, Block 56, Snyder's Addition to the Park City Survey, located at 1120, 1124, and 1128 Park Avenue. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

6. Consideration to Continue an Ordinance Approving Municipal Code Amendments regarding Gravel and Landscaping in Title 11 Chapter 15-3 Acceptable Cover, Title 14 Chapter 2-7 Park Strips; Land Management Code Title 15 Chapter 3-3 General Parking and Driveway Standards; Title 15 Chapters 5-1 Policy and Purpose and 5-5(N) Landscaping; and Title 15 Chapter 15-15 Definitions:

Bruce Erickson, Planning Director, presented this item on behalf of Elizabeth Jackson of the Planning Department. Erickson stated he would not bring the section regarding parking and RVs forward as it needed additional work.

Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman closed the public hearing.

Council Member Worel moved to continue an ordinance approving Municipal Code amendments regarding Gravel and Landscaping in Title 11 Chapter 15-3 Acceptable Cover, Title 14 Chapter 2-7 Park Strips; Land Management Code Title 15 Chapter 3-3 General Parking and Driveway Standards; Title 15 Chapters 5-1 Policy and Purpose and 5-5(N) Landscaping; and Title 15 Chapter 15-15 Definitions to May 30, 2019. Council Member Gerber seconded the motion.

RESULT: CONTINUED TO MAY 30, 2019

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

7. Consideration to Continue Twisted Branch Subdivision within the Flagstaff Mountain Development Area, Located South of Pod B2 and the Montage Resort and North of Pod D and the Red Cloud Subdivision

Bruce Erickson requested to continue the item to June 20, 2019.

Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman closed the public hearing.

Council Member Ware Peek moved to continue Twisted Branch Subdivision within the Flagstaff Mountain Development Area, located south of Pod B2 and the Montage Resort and north of Pod D and the Red Cloud Subdivision to June 20, 2019. Council Member Henney seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek, Worel

VII. ADJOURNMENT

With no further business, the meeting was adjourned.

Leah Langan, Deputy City Recorder



PARK CITY COUNCIL MEETING MINUTES - DRAFT
445 MARSAC AVENUE
PARK CITY, SUMMIT COUNTY, UTAH 84060

May 29, 2019

The Council of Park City, Summit County, Utah, met in open meeting on May 29, 2019, at 2:00 p.m. in the City Council Chambers.

Council Member Ware Peek moved to close the meeting to discuss property and personnel at 2:00 p.m. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek and Worel

CLOSED SESSION

Council Member Worel moved to adjourn from Closed Meeting at 3:10 p.m. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek and Worel

WORK SESSION

Discuss Central Wasatch Commission Funding:

Ralph Becker and Lindsey Nielsen with the Central Wasatch Commission (CWC) were present for this item. Becker stated that he looked to the participating entities to help when there was a need that his staff could not fill. He reviewed the history which led to the creation of the CWC. Projects he had been working on included federal legislation, and he noted it had not yet been passed. He also was working on transportation solutions to reduce traffic on Little Cottonwood Canyon. Becker felt decisions for this area should be made regionally. He discussed setting aside funds from the CWC budget for special projects, such as trails, and indicated Park City had been involved from the beginning.

Council Member Joyce stated most of the activity in CWC was on Little Cottonwood and Big Cottonwood and felt the unspoken message was that if Park City was not at the table, something bad would happen with regard to the City's interests. He asked why

1 the City should be a part of the group. Becker stated when Mountain Accord began,
2 which was then succeeded by CWC, the decisions were regional and the City had the
3 responsibility to protect its land. Mayor Beerman stated preservation was important. He
4 asserted that because of the coalition with other cities, formed in CWC, many donated
5 to the Bonanza Flat purchase because they wanted to see that property preserved. He
6 acknowledged that now there was more emphasis on the Wasatch Front, and he felt
7 Park City should have a voice in how those mountains were managed.

8
9 Nielsen described the Environmental Dashboard online tool that would help
10 policymakers as well as the public determine the environmental health in the Wasatch
11 Front and Wasatch Back.

12
13 Council Member Worel agreed there were significant regional issues and the City
14 should have a seat at the table. She asked how the funding request breakdown was
15 determined. Becker stated he was not part of the original agreement when the funding
16 donation per entity was determined. He indicated grants for CWC were available, but
17 his staff hadn't tapped into those yet because this was a startup organization. They
18 would include those grant requests and this would be a different discussion next year.

19
20 Council Member Ware Peek was aware of the need for regional planning and supported
21 the CWC. She asked what other communities had been considered that should be
22 contributing. Becker stated the state was a very large contributor.

23
24 Nielsen volunteered to come to community events in order to answer questions about
25 CWC. Mayor Beerman stated he would like her to come and present at a community
26 forum when the federal legislation passed.

27
28 Council Member Worel asked what tax status CWC had. Becker stated CWC was a
29 non-taxing governmental entity and noted it could apply for grants.

30
31 **Carbon Footprint Update- Transportation:**

32 Luke Cartin and Darcy Glenn, Environmental Sustainability, presented this item. Glenn
33 reviewed that Park City's electricity profile came from solar credits, solar production,
34 Blue Sky, and coal. She indicated that the overall City bus emissions had risen every
35 year, but the buses were driven 500,000 more miles each year for the past three years.
36 The city saved approximately \$48,000 by using electric buses. She also displayed fuel
37 use from other City vehicles, such as police vehicles, snow plows, trucks, etc., and off-
38 road vehicles such as lawnmowers. Cartin stated the retired police vehicles were used
39 by other departments. He was researching what the true costs of ownership were for
40 the older vehicles.

Council Member Joyce asked how the City increased fuel usage for on-road vehicles by 50%. Cartin stated they were trying to determine the source of the increase. Glenn highlighted employees that used alternative transportation at least once per week had significantly increased since 2016.

Council Member Joyce asked if solar power would still be installed on City rooftops since it was cheaper to buy solar grid energy. Cartin stated the grid was very cheap, but there were benefits for rooftop solar as well, including an increase in property value and that it employed workers. He noted that oftentimes the cost for rooftop solar on the new City buildings was cheap compared to the overall cost of the project. Council Member Joyce stated he would prefer buying solar grid energy if it cost \$150,000 to install solar, since that money could be used for something else.

Council Member Gerber asked if the employee surveys could use the same people year over year so the baseline would be more consistent. Cartin stated it was a challenge that he was working on. Council Member Worel asked if idling would be reduced when the police hybrid vehicles came online, to which Cartin responded in the affirmative.

Sundance Festival Economic Impact and Operational Debrief 2019:

Jenny Diersen, Special Events Manager, and Betsy Wallace, Tina Graham, and Morgan Everett, Sundance Institute, were present for this item. Diersen thanked Sundance staff and volunteers for all they did, and stated having a successful event was a collaborative effort between Sundance and Park City.

Wallace stated last year there were over 14,000 film submissions. She noted there was also a Sundance Film Festival in London and Hong Kong. Everett reviewed the economic impact to Park City and Utah from the festival. There were over 122,000 unique attendees and 43,550 came from out-of-state. He reviewed the spending of the attendees and noted 84% of the spending came from out-of-state attendees. He noted \$18.7 million in tax revenue was generated, and 45% of attendees were 35 years old or younger. He stressed the inclusivity of Sundance and stated there was a high percentage of female, black, and LGBTQI film directors. He thanked the City for its support.

Council Member Henney asked if there was a trend in unique attendees. Everett stated this was the second year with the same methodology and last year's number was 124,000 compared with 122,000 this year which was in the same statistical range. Council Member Henney stated the perception was that traffic was slow. Wallace stated this year Super Bowl Sunday competed with the festival, but there was a bigger first weekend that offset that decline the second week.

Council Member Henney asked about the Blynscy parameters. Everett explained the filters and the algorithm used, and he felt confident in the accuracy of the count. Council

1 Member Ware Peek asked how they determined the out-of-state attendees. Everett
2 explained they used surveys to determine that number. Council Member Worel asked if
3 the tax revenue could be broken down into the amount from Park City. It was indicated
4 a tax revenue range could be determined.

5
6 Diersen reviewed the operation side of the festival. She indicated many City
7 departments and community partners helped in making the festival a success. She
8 listed some of the successes including the overall increase in transit ridership, having a
9 more dynamic demand-based parking system, snow removal crews, and the new Talent
10 Forum held during the second week. She indicated some things to focus on in the
11 future included improving communication with Main Street employees, considering
12 temporary CSL and temporary permit approvals, noting late applications caused a
13 burden on staff, working with Historic Park City Alliance (HPCA) to bring locals back to
14 Main Street the second weekend, and continuing to look at parking.

15
16 Graham indicated Sundance Institute tried to reduce traffic by encouraging attendees to
17 use public transit. They also had a robust recycling system. She also noted that many of
18 the films addressed environmental subjects, which brought awareness to people
19 worldwide. They added an elevator at the Elks Lodge as well in order to address
20 accessibility issues. Wallace stated her team was trying to reactivate the second week
21 of Sundance and they invited 1,000 people in the industry to stay a second week. She
22 indicated they were always trying to keep costs under control. She also noted the social
23 equity efforts made by the Institute, including accessibility plans, diversity in film
24 directors, and creating a digital lab that people from around the world could access.
25 With regard to transportation, they contracted with Lyft, increased transit ridership, and
26 increased park and ride areas. She thanked City staff for year-round collaboration.

27
28 Mayor Beerman opened the meeting for public input.

29
30 Peter Marth stated he was a Hillside Avenue resident and indicated there were
31 increased impacts on residential neighborhoods, specifically Hillside Avenue and upper
32 Main Street. He asked that ways could be found to circulate traffic without using the
33 residential zones.

34
35 Sam Rubin, Four Seasons Concierge, read a prepared statement. He was against the
36 Uber and Lyft companies coming to the City. He wanted to discuss this further with the
37 City.

38
39 Jeremy Neigher, Lyft Manager for Utah, thanked Park City staff for helping Lyft have
40 successful integration with Park City for the festival. He reviewed the qualifications for
41 Lyft drivers.

1 Council Member Gerber asked if the market was saturated with drivers. Neigher stated
2 Lyft was utilized more this year than last year. Council Member Gerber asked if the
3 residential streets could be blacked out for Lyft drivers. Neigher responded the drivers
4 would not go on streets that were blocked off, and there was a parking zone for Lyft
5 drivers. He stated drivers would use Google Maps and suggested having more
6 educational trainings in order to avoid certain streets. Diersen stated she would look at
7 how to better coordinate traffic patterns.

8
9 Council Member Ware Peek asked Neigher to expound on the meet and greets at the
10 Salt Lake City Airport. Neigher stated Lyft followed the protocol for Salt Lake City in
11 picking up patrons at the airport.

12
13 Mayor Beerman closed the public input portion of the meeting.

14
15 Council Member Worel asked if not accepting late applications would affect the Festival.
16 Wallace stated there was a fine line in lining up the deals, but it wouldn't be detrimental.

17
18 Council Member Joyce did not have a concern with picking up people, but did have a
19 concern with the Lyft drivers circulating as they waited to pick up patrons. He asked
20 Sundance to figure out a solution to that problem. He also asked about keeping the
21 Blockbuster building occupied during the other 11 months of the year. Wallace indicated
22 they were looking for those who needed a facility from April through September.

23
24 Council Member Gerber encouraged discussion with staff on contract details so when
25 staff turnover occurred, others would be informed. Wallace indicated she was creating a
26 playbook for employees so newly hired staff could access correct information.

27
28 Council Member Ware Peek asked that Sundance work on the issues discussed today.
29 She also suggested taking all traffic out of Old Town during the first weekend and
30 instead implementing drop-off zones. Wallace stated public transit had worked well, and
31 she supported continued traffic management. Diersen stated that suggestion was
32 thought about and she proposed this could be discussed further at a work session.

33
34 Council Member Henney stated progress continued to be made year over year. He felt
35 the challenges were opportunities to be creative in finding solutions. He asked how
36 Diersen would get the information to employees. Diersen stated she was trying to get
37 the information from the owners and managers to the employees. Council Member
38 Henney discussed Lyft access to residential areas, and also asked about the
39 stakeholder debriefs. Diersen stated they were going around to lodging, HPCA, and
40 other entities, and stated if they missed someone she would encourage them to reach
41 out to her. Council Member Henney stated the comments received were on
42 transportation and congestion in residential areas, so he hoped staff would work to

make that better. Wallace reiterated that the collaboration between Sundance and City staff was year-round and she appreciated that.

Mayor Beerman thanked Sundance for being aware of what was important to this community. He praised Sundance and staff for making the event better and better each year. He stated he would like to see an Olympic style event by limiting the traffic in the core of town. He also noted that Ecker Hill and Richardson Flat were underutilized and stated there was a lot of potential for those lots.

SPECIAL MEETING - 6:00 p.m.

I. ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Becca Gerber Council Member Tim Henney Council Member Steve Joyce Council Member Lynn Ware Peek Council Member Nann Worel Diane Foster, City Manager Matt Dias, Assistant City Manager Margaret Plane, Special Counsel Michelle Kellogg, City Recorder	Present
None	Excused

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

III.) PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Mayor Beerman opened the meeting for public input on matters not being addressed on the agenda. No comments were given. Mayor Beerman closed the public input portion of the meeting.

IV. NEW BUSINESS

1. Request to Approve Resolution 10-2019, a Resolution Proclaiming the Month of June as "Park City High School Marching Band" Month:

Michelle Kellogg, City Recorder, reviewed that the marching band had an opportunity to perform for the 75th D-Day anniversary in Normandy, France. The resolution would commemorate the band's efforts.

Mayor Beerman opened the meeting for public input. No comments were given. Mayor Beerman closed the public input portion of the meeting.

Council Member Ware Peek moved to approve Resolution 10-2019, a resolution proclaiming the month of June as "Park City High School Marching Band" Month. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek and Worel

2. 3Kings Water Treatment Plant Project Update:

Roger McClain and Clint McAfee, Water Department, presented this item. McClain stated this project was in the final design stage and indicated the building would be "net positive" with regard to energy. Some items that helped reach that energy efficiency was using mine tunnel water for heating and cooling the buildings. The temperature would be kept at 45-50 degrees and a task heater could be used for an area where an employee was working. There was also 5,100 square feet of living roof. Also implemented was value based selection of the treatment process along with having a goal to have zero liquid discharge into the sewer.

McClain noted the project was on budget and on schedule. He stated the Spiro site would be demolished and the 3Kings Water Treatment Plant would be erected in its place. Special Counsel Margaret Plane clarified the 14 day required notice was not applicable for the demolition of the site since the ordinance referred to in the staff report was for real property and did not apply to the fixtures or improvements on the property.

McClain related the efforts to value engineer the project, including eliminating the 50 foot high temporary golf netting and having the staging area onsite. Council Member Ware Peek asked if the golf hole was still playable to which McClain stated it was, but noted the par would be reduced from a Par 4 to a Par 3. Council Member Worel asked if a fence would separate the staging area. McClain stated a six foot temporary fence would be there.

Council Member Joyce asked if the cost savings for the project would be a cost increase for Golf, and what considerations would be given to the Golf Department. McAfee stated he had requested an analysis so the Golf Enterprise Fund could be made whole. Foster read an email from Vaughn Robinson, Golf Manager, who indicated this project was a partnership and he supported the project as well as the near \$1,000,000 in cost savings for the City. McClain reviewed the project schedule and indicated he would return for additional Council approval in the near future.

Council Member Joyce indicated he had a discussion with staff on the demolition of Spiro before Quinn's Junction was up to speed, but was told things would be in order before next year's irrigation season began. He also asked about the solar panels for this project and thought that expense should be reviewed. McClain stated he would look at that.

Council Member Gerber asked about the public information plan. McClain stated the outreach efforts would continue from initial construction and throughout the entire process. His team was in constant communication with Silver Star HOA, they were planning a "meet and greet" with the neighbors, and would use various means to keep the neighborhood informed. Council Member Gerber asked about the disruption to transit. McClain stated there would be a pedestrian walkway along the west side of the street and there would be bus coordination when the street was narrowed.

Mayor Beerman opened the meeting for public input. No comments were given. Mayor Beerman closed the public input portion of the meeting.

Council Member Joyce moved to approve proceeding with the process for the demolition of the existing Spiro site infrastructure and using the western portion of Park City golf Course Hole No. 11 for the purpose of construction staging with regard to the 3Kings Water Treatment Plant Project. Council Member Ware Peek seconded the motion.

RESULT: APPROVED

AYES: Council Members Gerber, Henney, Joyce, Ware Peek and Worel

V. ADJOURNMENT

VI. PARK CITY HOUSING AUTHORITY MEETING

I. ROLL CALL

Attendee Name	Status
Chair Andy Beerman	Present
Board Member Becca Gerber	
Board Member Tim Henney	
Board Member Steve Joyce	
Board Member Lynn Ware Peek	
Board Member Nann Worel	
Diane Foster, City Manager	
Matt Dias, Assistant City Manager	
Margaret Plane, Special Counsel	
Michelle Kellogg, Secretary	

None	Excused
------	---------

II. PUBLIC INPUT (ANY MATTER OF CITY BUSINESS NOT SCHEDULED ON THE AGENDA)

Chair Beerman opened the meeting for public input on matters not being addressed on the agenda. No comments were given. Chair Beerman closed the public input portion of the meeting.

III.) NEW BUSINESS

1. Consideration to Approve the Mitigation Plan to Fulfill the Affordable Housing Obligation Generated by the Kings Crown at Park City Project:

Rhoda Stauffer, Affordable Housing Specialist, and Rory Murphy and Julie Minahan with Kings Crown were present for this item. Stauffer explained there were two amendments proposed for the mitigation plan. The first amendment was for the attainable units. Staff recommended selling these units without the AMI restrictions, but the deed restrictions and other regulations would remain in place. Minahan explained that these units were in the \$500,000 range and reviewed the outreach efforts to get these attainable units sold.

Board Member Gerber recalled hearing from residents about the difficulty involved in financing. Stauffer indicated the City's program was based on what other communities were doing. She wanted to look into the situation and possibly come back to discuss this further in a work session. Chair Beerman thought the discussion on attainable units could be revisited.

Board Member Ware Peek was excused at 7:11 p.m.

Board Member Joyce noted the attainable homes had a restriction that the home could not be rented. Stauffer indicated the owner must occupy the unit, but he/she could rent out a room. Board Member Joyce asked how the pricing numbers were arrived at. Stauffer explained the formula to determine the pricing. She noted there was no problem selling affordable units, but attainable housing was a different issue. She felt debt should be taken into consideration when pricing the units.

Board Member Henney stated the price of the units were the same and they would be deed restricted. The only request was to eliminate the AMI limit. He saw no problem with this request. Further discussion ensued on future attainable housing sales.

The second proposed amendment to the mitigation plan was to have a condo unit platted as common area in order to be used for a maintenance/landscaper to rent at 60% AMI with no HOA fees.

Board Member Worel asked what rent would be in future years. Stauffer explained the two alternatives for assessing rent increases.

Board Member Gerber moved to approve the Kings Crown at Park City mitigation plan with the amendment of removing the income restrictions on both the current sales of the units and the future sales of the units. Board Member Worel seconded the motion.

RESULT: APPROVED

AYES: Board Members Gerber, Henney, Joyce, and Worel

EXCUSED: Board Member Ware Peek

IV. ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Resolution

Agenda Section:

Subject:

Consideration to Approve Resolution 14-2019, a Resolution Proclaiming June 2019, as Pride Month in Park City
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Pride 2019 Proclamation](#)



Resolution No. 14-2019

RESOLUTION PROCLAIMING JUNE 2019, AS PRIDE MONTH IN PARK CITY

WHEREAS, LGBTQ+ pride month is the positive stance against discrimination and violence toward lesbian, gay, bisexual, transgender, queer, plus (LGBTQ+) people to promote their self-affirmation, dignity, equality rights, increase their visibility as a social group, build community, and celebrate sexual diversity and gender variance.

WHEREAS, Utah Pride began with a small, informal gathering of Salt Lake City's LGBTQ+ community in 1974, and is now a cultural event drawing more than 50,000 people annually; and

WHEREAS, Park City welcomes residents and visitors from the LGBTQ+ community, their friends and family members, and straight allies who show their support; and

WHEREAS, Park City honors those in our community who have dedicated their lives to the cause of justice for all people; and

WHEREAS, Park City has a dedicated history of creating and supporting policies and programs that stand against discrimination and promote equality and opportunity for all members of the LGBTQ+ community; and

WHEREAS, the 2019 Utah Pride Festival is an uplifting reminder of how much we have to celebrate, and should prompt us to never let up in our efforts to ensure full equality, inclusion, and empowerment for every member of our LGBTQ+ community.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council hereby proclaim June, 2019 as Pride Month

PASSED AND ADOPTED this 20th day of June, 2019.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Josh Miller

Submitting Department: Budget, Debt & Grants

Item Type: Ordinance

Agenda Section:

Subject:

Consideration to approve Ordinance No. 2019-33, an Ordinance Adopting a Revised Budget for FY2019 and a Budget for FY2020 for Park City Municipal Corporation and its Related Agencies
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Budget Staff Report](#)

[Exhibit A: Budget Summaries](#)

[Exhibit B: Final Budget Ordinance](#)



City Council Staff Report

Subject: City Manager's Recommended Budget
Authors: Nate Rockwood, Jed Briggs, Todd Andersen & Josh Miller
Department: Budget, Debt, & Grants
Date: June 20, 2019
Type of Item: Informational/Legislative

Summary Recommendation

Staff recommends adopting the City Manager's recommended budget with changes as outlined in this staff report and attached budget summaries.

Executive Summary

The City Manager's Recommended (Tentative) Budget was presented and adopted by City Council on May 2, with the final budget expected to be adopted on June 20. Over the next several weeks staff presented various aspects of the budget to Council. This week staff will review recommended changes to the City Manager's Recommended (Tentative) Budget based on Council input, final calculations, and outstanding issues.

Background

The City Manager's Recommended Budget is constructed drawing upon Council input and direction received during the Council Retreat in March, as well as Council input received during work sessions and study sessions throughout the year. The expenditure budget is determined by looking at revenues, which the Budget Dept. assesses in the Financial Impact Assessment Report (FIAR), a projection of the City's expenditures and revenues over the next ten years. The timelines and process for the budget hearings is detailed below:

- **April 30** - Staff delivered the City Manager's Recommended Budget (Tentative or Proposed Budget) to City Council. Discussion/action is slated for these dates as follows, barring changes as needed:
- **May 2** – Presentation and adoption of the Tentative Budget, Budget Overview & Timeline, Update of Financial Impact Assessment Report (FIAR), Benefits (pay plan & health insurance) as well as CIP & RDA budgets. Presentation and adoption of the Tentative Budget.
- **May 16** – Capital Expenditures – 5-year CIP & RDA budgets
- **May 30** – Operating Expenditures - Biennial Plan Team Presentations and Fee Changes
- **June 6** – City Fee Resolution, Budget Policies, Special Service Contracts and Outstanding Budget Issues
- **June 20** – Presentation & Adoption of Final Budget (if no property tax increase – staff is not recommending a property tax increase). *Council Compensation Ordinance and the City Fee Resolution are up for re-adoption in order to meet statutory notice requirements as part of the final adoption of the budget.*

Analysis:

Water Fund

On June 20 Budget and Water staff will show City Council an overview of the Water Fund financial model. Staff will discuss the currently anticipated water 5-year capital plan, debt strategy and the proposed rate adjustments over the life of the projects and anticipated debt payments. All water projects are funded with water service fees and water impact fees. Water revenue bonds are anticipated to cover the cost of projects. All water revenue bonds are leveraged against future water service fees and water impact fees. A large portion of capital projects anticipated in the next five years are directly related to state and federal compliance with the Clean Water Act. The total project costs, including anticipated debt, operating costs and anticipated development in the Water District are forecasted in the long range water financial model. This model is used to set current and future water rates.

Capital Budget Follow Up

Engineering staff will discuss requested details of the 000477 Add Uphill Marsac Gate Above Chambers Avenue. Budget staff will provide details on other unfunded projects in the context of the Marsac Gate project.

Changes made from Tentative to Final Budget

FY 2019 Adjusted Budget

- Police: Budget adjustments based off of grants received (revenue offsets):
 - Increased equipment line by \$7,680 (bulletproof vests)
 - Increased equipment line by \$48,524 (bodycams)
 - Increased equipment line by \$7,500 (dash cams)
 - Increased training/equipment lines by \$10,000 (anti-terrorism training/equipment)
 - Increased special event line by \$23,857 offset with decrease in World Championship budget line created for event.
- Golf Pro Shop: Increased Misc. Contract Services line by \$60,625, due to technical adjustment (software glitch/input error).
- Street Maintenance: \$50k taken out of Snow Removal Contingency department, and transferred to Street Maintenance. Increased by \$50,000 (\$15k in Overtime, and \$35k in Equipment). Zero-sum change.
- Parks & Cemetery: Increase in the Misc. Contract Services line by \$170k due to technical adjustment (software glitch/input error).

- Library: Increased Library materials & books line by \$1k, due to Summit County grant regarding Spike 150 Celebration (revenue offset).
- Ice Facility: \$2,525 increase on Inventory Resale line, and \$12k increase on Purchases/Retail Sale line item (revenue offset).
- PC Marc/Recreation Programs: Increased Materials/Supplies budget by \$5,863 based off most current expense estimates.
- Engineering: Increased Engineering Service line item by \$65k. This will be used to offset the cost for engineering inspections that are contracted out externally (revenue offset).
- Special Service Contracts budget increased by \$60k based off of estimates.
- Fleet:
 - Increase of \$393,369 of Materials and Supplies budget, based off most current expense estimates. Increases mainly due to increase in work orders, gas and diesel fuel costs, and transit parts, and supplies.
- Inter-fund Transfers (IFTs) - Budget changes for maintenance and fuel IFTs based off of most current estimates:

Maintenance:

- General Fund: \$31,000 Decrease
- Water Fund: \$4,000 Decrease
- Golf Fund: \$5,000 Increase
- Transit Fund: \$184,000 Increase
- Storm Water Fund: \$16,000 Decrease

Fuel: in FY19, there was an increase in gas & diesel fuel costs, with the Transit Fund seeing the largest increase in IFTs.

- General Fund: \$70,000 Increase
- Water Fund: \$1,000 Increase
- Golf Fund: *No Change*
- Transit Fund: \$175,000 Increase
- Storm Water Fund: *No Change*

- Debt IFTs:
 - Increase of \$43,174,635 in Fund 70
 - Increase of \$295,567 in Fund 71

FY 2020 Original Budget

- Corrected Overtime allocation mistakes for the following departments: Human Resources, PC MARC, Transit, and Parking (technical adjustments). \$1,937

increase.

- Golf Pro Shop: Increased Misc. Contract Services line by \$60,625, due to technical adjustment (software glitch/input error).
- Transportation Planning: Re-classed Associate Transportation Planner to Senior Transportation Planner. \$24,543 Increase.
- Building Maintenance: Decreased Building Maintenance III contract position to use as an offset for the FTR Building Maintenance III. This offset changes the original position cost of \$87,164 to \$58,400 (decrease of \$28,764).
- Parks & Cemetery: Increase in the Misc. Contract Services line by \$170k due to technical adjustment (software glitch/input error).
- Changed Public Works Manager (Parks) and Public Works Manager (Street Maintenance) from grade E15 to E16 as part of the Public Works/Transit personnel changes.
 - Public Works Manager-Parks: \$5,470 Increase
 - Public Works Manager- Streets: \$5,527 Increase
- Building Department: Moved three Code Enforcement Officers from grade N11 to N12. \$12,550 total increase, paid for with revenue increases from building fees. This should help with turnover and hiring issues.
- PC Marc/Recreation Programs: Increased Materials/Supplies budget by \$5,863 based off most current expense estimates.
- Engineering: Increased Engineering Service line item by \$70k. This will be used to offset the cost for engineering inspections that are contracted out externally.
- Changed the percentage distribution of the Public Works Manager (Parks) position to 50% Parks, 25% Golf Maintenance, and 25% Building Maintenance. This position was previously 50% Parks, and 50% Golf Maintenance. The Golf Fund will save \$38,821 in costs, which will be taken on by the General Fund.
- City Manager: added \$5k to materials/supplies budget for Resident Advocate position (\$5k) training and supplies. LEAD PC budget decreased by \$5k for a zero-sum offset.
- FIS World Championship Budget:
 - \$60k for World Cup special event expenses, although budget is not changing from FY19
 - Classification & Compensation Study of PCMC positions (\$40k)

- Water: increased utility line items by \$68k, based off most current expense estimates.
- Transit: More positions added/changed as a part of the Transit/Public Works re-organization. These were already addressed in a previous Council meeting, but were not part of the Tentative Budget.
 - Transportation HR: contract position that is moving from being completely funded by HR (100%), to being funded by two departments: 25% HR and 75% Transit. The split in funding sources will result in a \$49,654 decrease to the General Fund, and \$84,850 increase to the Transit Fund.
 - Mobility Data Analyst: position moving from Parking to Transit. \$2,367 increase.
 - Senior Budget Analyst: will act, in part, as a budget liaison for Transit. \$54,635 of the position cost will be transferred to the Transit Fund.
 - Transit Service Planner (Bus Driver IV): moving from grade N12 to N14.
 - Transit Manager: moving from grade E16 to E19.
 - Assistant Manager - Transit Operations: moving from grade E12 to E14.
- Special Events: Decrease Fourth of July event line from \$25,000 to \$12,500 based off of RAP tax grant amount.
- Self-insurance Fund - The Self-insurance Fund pays for the City's property, cyber, and general liability insurance as well as claims and safety costs. Increases this year are due to:
 - 5-year average of GL claims increasing: The 5-year average (from 2015-2019) for General Liability claims has increased this year by \$104,464.
 - Insurance Premiums Increase: Due to an increase of claims and pending claims in FY19, insurance premiums are increasing this year by \$42,976.
 - Local Public Safety and Firefighter Surviving Trust Fund: Starting this FY, the costs associated with this fund (\$37,620) have been added to the General Fund IFT increase. For more information on this trust fund, see below.

The proposed increases for each fund are as follows:

- General Fund: \$139,793 Increase
- Golf Fund: \$1,238 Increase
- Transit Fund: \$42,736 Increase
- Storm Water Fund: \$1,083 Increase
- Water Fund: \$19,154 Increase
- Administrative Inter-fund Transfers (IFTs) - The General Fund provided administrative services for the Enterprise Funds (e.g., payroll, personnel, technology, etc.). The Admin IFT calculates what these services are going to cost

next fiscal year, based off of budget increases and other variables. The proposed increases for each fund are as follows:

- Water Fund: \$26,184 Increase
- Golf Fund: *No Change*
- Transit Fund: *No Change*
- Storm Water Fund: \$25,000 Increase

- Fleet:
 - Increase of \$393,369 of Materials and Supplies budget, based off most current expense estimates.

-Inter-fund Transfers (IFTs) - Budget changes for maintenance and fuel IFTs based off of most current estimates:

Maintenance:

- General Fund: \$31,000 Decrease
- Water Fund: \$4,000 Decrease
- Golf Fund: \$5,000 Increase
- Transit Fund: \$211,000 Increase
- Storm Water Fund: \$16,000 Decrease

Fuel:

- General Fund: \$70,000 Increase
- Water Fund: \$1,000 Increase
- Golf Fund: *No Change*
- Transit Fund: \$174,000 Increase
- Storm Water Fund: *No Change*

- Debt IFTs:
 - Decrease of \$5,000 in Fund 70
 - Increase of \$171 in Fund 71
- Special Service Contracts budget increased by \$90k based off of estimates.
 - In addition, the SSC subcommittee is recommending to increase the PC Summit County Arts Council amount from \$19k to \$30k. This will increase the total SSC amount to \$432,127.
- Parking: New Parking Maintenance Coordinator position (\$91,036), to support Parking Manager with parking operations, decrease of \$60k in part-time budget.
- Parking Fund Creation: Parking will be separated from the Transit Fund in order to better track parking revenues and expenses. Parking will still be considered part of the Transit Fund still, but will have separate fund designation (058). This will be done in an effort to further delineate Transit and parking operation costs, as the Parking department is increasingly becoming more self-sufficient due to increased revenues.

Attachments:

A – Budget Summaries

B – Final Budget Adoption Ordinance

Expenditure Summary by Fund and Major Object (FY 2019 Original Budget)

Description	Personnel FY 2019	Mat, Supplies, Services FY 2019	Capital FY 2019	Debt Service FY 2019	Contingency FY 2019	Sub - Total FY 2019	Interfund Transfer FY 2019	Ending Balance FY 2019	Total FY 2019
Park City Municipal Corporation									
011 GENERAL FUND	\$22,414,429	\$8,585,683	\$407,978	\$0	\$340,000	\$31,748,090	\$4,901,445	\$12,581,450	\$49,230,985
012 QUINNS RECREATION COMPLEX	\$921,758	\$355,815	\$6,000	\$0	\$0	\$1,283,573	\$0	\$-4,878,112	\$-3,594,539
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	\$0	\$0
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$65,868,694	\$0	\$0	\$65,868,694	\$3,345,387	\$74,204,665	\$143,418,746
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,325,600	\$0	\$0	\$1,325,600	\$0	\$950,811	\$2,276,411
051 WATER FUND	\$3,232,386	\$3,729,138	\$17,085,809	\$4,517,579	\$100,000	\$28,664,912	\$1,720,745	\$8,119,624	\$38,505,281
052 STORM WATER FUND	\$699,711	\$308,000	\$235,350	\$0	\$0	\$1,243,061	\$104,000	\$274,643	\$1,621,704
055 GOLF COURSE FUND	\$958,936	\$447,810	\$114,565	\$32,377	\$0	\$1,553,688	\$142,910	\$1,119,136	\$2,815,734
057 TRANSPORTATION & PARKING FUND	\$10,383,394	\$2,554,794	\$8,685,894	\$0	\$0	\$21,624,082	\$3,028,741	\$13,928,040	\$38,580,863
062 FLEET SERVICES FUND	\$992,706	\$1,551,530	\$10,000	\$0	\$0	\$2,554,236	\$0	\$1,217,443	\$3,771,679
064 SELF INSURANCE FUND	\$0	\$1,576,500	\$0	\$0	\$0	\$1,576,500	\$0	\$48,212	\$1,624,712
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$5,034,465	\$0	\$5,034,465	\$0	\$7,177,001	\$12,211,466
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$6,043,635	\$0	\$6,043,635	\$0	\$739,258	\$6,782,893
Total Park City Municipal Corporation	\$39,603,320	\$19,109,270	\$93,739,890	\$15,628,056	\$440,000	\$168,520,537	\$13,243,228	\$115,482,171	\$297,245,935
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$57,740	\$756,300	\$0	\$0	\$0	\$814,040	\$1,641,125	\$245,661	\$2,700,826
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$485,000	\$0	\$0	\$0	\$485,000	\$752,000	\$470,052	\$1,707,052
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$105,000	\$0	\$0	\$105,000	\$708,215	\$27,514,550	\$28,327,765
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$52,000	\$0	\$0	\$52,000	\$805,161	\$571,350	\$1,428,511
Total Park City Redevelopment Agency	\$57,740	\$1,241,300	\$157,000	\$0	\$0	\$1,456,040	\$3,906,501	\$28,801,613	\$34,164,154
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$423,484	\$423,484
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$423,484	\$423,484
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$39,661,060	\$20,350,570	\$93,896,890	\$15,628,056	\$440,000	\$169,976,577	\$17,149,729	\$144,707,268	\$331,833,574

Expenditure Summary by Fund and Major Object (FY 2019 Adjusted Budget)

Description	Personnel FY 2019	Mat, Supplies, Services FY 2019	Capital FY 2019	Debt Service FY 2019	Contingency FY 2019	Sub - Total FY 2019	Interfund Transfer FY 2019	Ending Balance FY 2019	Total FY 2019
Park City Municipal Corporation									
011 GENERAL FUND	\$22,744,058	\$8,695,359	\$463,282	\$0	\$290,000	\$32,192,699	\$4,940,128	\$13,683,962	\$50,816,789
012 QUINNS RECREATION COMPLEX	\$896,966	\$370,340	\$6,000	\$0	\$0	\$1,273,306	\$0	\$-4,869,414	\$-3,596,108
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$34,404	\$0	\$0	\$34,404	\$0	\$0	\$34,404
022 DRUG CONFISCATIONS	\$0	\$0	\$80,123	\$0	\$0	\$80,123	\$0	\$0	\$80,123
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$129,850,622	\$0	\$0	\$129,850,622	\$2,752,762	\$10,196,484	\$142,799,868
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$3,005,371	\$0	\$0	\$3,005,371	\$0	\$59,075	\$3,064,446
051 WATER FUND	\$2,931,770	\$3,729,138	\$27,663,622	\$4,517,579	\$100,000	\$38,942,109	\$1,721,162	\$4,502,009	\$45,165,280
052 STORM WATER FUND	\$691,725	\$308,000	\$47,850	\$0	\$0	\$1,047,575	\$88,000	\$712,452	\$1,848,027
055 GOLF COURSE FUND	\$804,886	\$508,435	\$263,815	\$32,377	\$0	\$1,609,513	\$132,045	\$1,064,829	\$2,806,387
057 TRANSPORTATION & PARKING FUND	\$10,512,959	\$3,000,569	\$24,882,766	\$0	\$0	\$38,396,294	\$3,389,280	\$5,920,874	\$47,706,448
062 FLEET SERVICES FUND	\$1,019,743	\$1,954,899	\$0	\$0	\$0	\$2,974,642	\$0	\$1,181,761	\$4,156,403
064 SELF INSURANCE FUND	\$0	\$2,026,500	\$0	\$0	\$0	\$2,026,500	\$0	\$442,654	\$2,469,154
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$5,034,465	\$0	\$5,034,465	\$0	\$6,790,321	\$11,824,786
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$6,043,635	\$0	\$6,043,635	\$0	\$755,397	\$6,799,032
Total Park City Municipal Corporation	\$39,602,107	\$20,593,240	\$186,297,854	\$15,628,056	\$390,000	\$244,811,258	\$13,023,377	\$40,440,404	\$315,975,039
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$55,740	\$756,300	\$0	\$0	\$0	\$812,040	\$1,547,125	\$1,420,096	\$3,779,261
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$485,000	\$0	\$0	\$0	\$485,000	\$752,000	\$677,511	\$1,914,511
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$4,863,659	\$0	\$0	\$4,863,659	\$708,215	\$3,001,276	\$8,573,150
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$576,367	\$0	\$0	\$576,367	\$805,161	\$444,435	\$1,825,963
Total Park City Redevelopment Agency	\$55,740	\$1,241,300	\$5,440,025	\$0	\$0	\$6,737,065	\$3,812,501	\$5,543,318	\$16,092,884
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$429,917	\$429,917
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$429,917	\$429,917
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$39,657,847	\$21,834,540	\$191,737,879	\$15,628,056	\$390,000	\$251,548,323	\$16,835,878	\$46,413,639	\$332,497,840

Expenditure Summary by Fund and Major Object (FY 2020 Budget)

Description	Personnel FY 2020	Mat, Supplies, Services FY 2020	Capital FY 2020	Debt Service FY 2020	Contingency FY 2020	Sub - Total FY 2020	Interfund Transfer FY 2020	Ending Balance FY 2020	Total FY 2020
Park City Municipal Corporation									
011 GENERAL FUND	\$22,821,686	\$8,968,985	\$428,078	\$0	\$340,000	\$32,558,749	\$5,329,441	\$14,566,692	\$52,454,882
012 QUINNS RECREATION COMPLEX	\$782,161	\$387,315	\$6,000	\$0	\$0	\$1,175,476	\$0	\$-5,172,890	\$-3,997,414
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
022 DRUG CONFISCATIONS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$45,165,719	\$0	\$0	\$45,165,719	\$2,752,762	\$180,752	\$48,099,233
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,285,600	\$0	\$0	\$1,285,600	\$0	\$59,075	\$1,344,675
051 WATER FUND	\$3,232,237	\$3,835,138	\$40,376,046	\$4,524,604	\$100,000	\$52,068,025	\$1,766,502	\$17,304,634	\$71,139,161
052 STORM WATER FUND	\$717,408	\$308,000	\$471,500	\$0	\$0	\$1,496,908	\$113,000	\$352,544	\$1,962,452
055 GOLF COURSE FUND	\$659,456	\$508,435	\$126,565	\$32,377	\$0	\$1,326,833	\$141,090	\$1,192,852	\$2,660,775
057 TRANSPORTATION FUND	\$8,552,726	\$2,225,994	\$4,114,762	\$0	\$0	\$14,893,482	\$3,432,017	\$9,631,053	\$27,956,552
058 PARKING FUND	\$1,018,710	\$741,500	\$196,000			\$1,956,210		\$1,363,321	\$3,319,531
062 FLEET SERVICES FUND	\$951,992	\$1,954,899	\$0	\$0	\$0	\$2,906,891	\$0	\$1,223,870	\$4,130,761
064 SELF INSURANCE FUND	\$0	\$1,633,060	\$0	\$0	\$0	\$1,633,060	\$0	\$363,452	\$1,996,512
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$5,037,565	\$0	\$5,037,565	\$0	\$6,180,597	\$11,218,162
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$5,307,335	\$0	\$5,307,335	\$0	\$796,243	\$6,103,578
Total Park City Municipal Corporation	\$38,736,375	\$20,563,326	\$92,170,270	\$14,901,881	\$440,000	\$166,811,853	\$13,534,812	\$48,042,195	\$228,388,860
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$32,668	\$676,300	\$0	\$0	\$0	\$708,968	\$2,092,532	\$1,565,596	\$4,367,096
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$455,000	\$0	\$0	\$0	\$455,000	\$690,000	\$727,511	\$1,872,511
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$0	\$3,135,000	\$0	\$0	\$3,135,000	\$708,215	\$1,250,593	\$5,093,808
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$0	\$30,000	\$0	\$0	\$30,000	\$805,161	\$299,274	\$1,134,435
Total Park City Redevelopment Agency	\$32,668	\$1,131,300	\$3,165,000	\$0	\$0	\$4,328,968	\$4,295,908	\$3,842,974	\$12,467,850
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$429,917	\$429,917
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$429,917	\$429,917
Park City Housing Authority									
Total Park City Housing Authority									
TOTAL	\$38,769,043	\$21,694,626	\$95,335,270	\$14,901,881	\$440,000	\$171,140,821	\$17,830,720	\$52,315,086	\$241,286,627

All Funds Combined

Revenue	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original FY 2019	Adjusted FY 2019	Collection % FY 2019	Original FY 2020
RESOURCES							
Property Taxes	\$18,467,398	\$21,149,343	\$21,077,964	\$20,668,331	\$21,056,145	100%	\$20,640,872
Sales Tax	\$23,107,148	\$26,024,963	\$25,363,067	\$29,163,069	\$30,282,941	84%	\$30,699,780
Franchise Tax	\$3,194,392	\$3,147,847	\$2,764,456	\$3,322,000	\$3,205,000	86%	\$3,262,000
Licenses	\$1,105,797	\$1,387,755	\$1,387,705	\$1,339,959	\$1,215,758	114%	\$1,147,288
Planning Building & Engineering Fees	\$3,549,703	\$4,606,175	\$5,533,789	\$4,197,000	\$4,777,000	116%	\$3,502,000
Special Event Fees	\$103,168	\$60,697	\$165,628	\$110,000	\$381,000	43%	\$264,000
Federal Revenue	\$16,021,442	\$2,733,886	\$30,512	\$5,903,251	\$11,897,000	0%	\$6,329,051
State Revenue	\$612,935	\$520,528	\$517,875	\$455,000	\$481,955	107%	\$428,000
County/SP District Revenue	\$687,316	\$2,537,580	\$672,240	\$1,702,000	\$1,701,000	40%	\$1,602,000
Water Charges for Services	\$18,173,294	\$19,159,083	\$18,822,931	\$18,698,500	\$19,821,984	95%	\$20,559,129
Transit Charges for Services	\$3,206,611	\$6,247,276	\$5,576,518	\$6,186,031	\$17,219,859	32%	\$8,188,612
Cemetery Charges for Services	\$31,018	\$29,186	\$13,505	\$37,000	\$382,000	4%	\$138,000
Recreation	\$3,372,897	\$3,557,947	\$2,638,167	\$3,566,596	\$3,636,596	73%	\$3,669,596
Ice	\$818,339	\$833,126	\$701,663	\$886,000	\$838,000	84%	\$865,000
Other Service Revenue	\$69,426	\$57,470	\$45,771	\$92,000	\$88,881	51%	\$120,292
Library Fines & Fees	\$32,249	\$27,946	\$17,014	\$27,000	\$18,000	95%	\$18,000
Fines & Forfeitures	\$1,077,415	\$2,240,548	\$2,279,300	\$2,893,282	\$2,893,282	79%	\$3,055,080
Misc. Revenues	\$4,552,033	\$8,809,064	\$2,414,932	\$8,975,213	\$8,880,213	27%	\$21,887,289
Interfund Transactions (Admin)	\$5,816,802	\$6,187,564	\$5,961,111	\$6,442,099	\$6,814,874	87%	\$7,114,408
Interfund Transactions (CIP/Debt)	\$33,704,809	\$41,562,627	\$9,586,446	\$10,707,630	\$10,021,005	96%	\$10,716,312
Special Revenues & Resources	\$12,410,768	\$1,719,697	\$905,066	\$705,486	\$1,493,486	61%	\$2,401,828
Bond Proceeds	\$27,863,698	\$35,227,871	\$85,387,786	\$72,800,000	\$102,200,608	84%	\$48,000,000
Beginning Balance	\$81,763,532	\$74,767,615	\$83,191,254	\$132,956,126	\$83,191,254	100%	\$46,678,090
TOTAL	\$259,742,190	\$262,595,797	\$275,054,700	\$331,833,573	\$332,497,841	83 %	\$241,286,627

Change in Fund Balance

Fund	Actuals FY 2017	Actuals FY 2018	Actuals FY 2019	Budget FY 2019	Adjusted FY 2019	Increase (red) FY 2019	% Inc (red) FY 2019	Budget FY 2020	Increase (red) FY 2020	% Inc (red) FY 2020
Park City Municipal Corporation										
011 GENERAL FUND	\$11,558,783	\$12,266,079	\$0	\$12,581,450	\$13,683,962	\$1,417,883	12%	\$14,566,692	\$882,730	6%
012 QUINNS RECREATION COMPLEX	\$-4,129,592	\$-4,450,108	\$0	\$-4,878,112	\$-4,869,414	\$-419,306	9%	\$-5,172,890	\$-303,476	6%
021 POLICE SPECIAL REVENUE FUND	\$33,604	\$34,404	\$0	\$0	\$0	\$-34,404	-100%	\$0	\$0	
022 DRUG CONFISCATIONS	\$26,071	\$23,168	\$0	\$0	\$0	\$-23,168	-100%	\$0	\$0	
031 CAPITAL IMPROVEMENT FUND	\$31,142,544	\$40,859,511	\$0	\$74,204,665	\$10,196,484	\$-30,663,027	-75%	\$180,752	\$-10,015,732	-98%
038 EQUIPMENT REPLACEMENT CIP	\$1,352,711	\$1,990,746	\$0	\$950,811	\$59,075	\$-1,931,671	-97%	\$59,075		
051 WATER FUND	\$5,905,357	\$2,415,273	\$0	\$8,119,624	\$4,502,009	\$2,086,736	86%	\$17,304,634	\$12,802,625	284%
052 STORM WATER FUND	\$8,426,046	\$598,027	\$0	\$274,643	\$712,452	\$114,425	19%	\$352,544	\$-359,908	-51%
055 GOLF COURSE FUND	\$1,246,003	\$1,210,441	\$0	\$1,119,136	\$1,064,829	\$-145,612	-12%	\$1,192,852	\$128,023	12%
057 TRANSPORTATION FUND	\$19,262,807	\$13,647,186	\$0	\$13,928,040	\$5,920,874	\$-7,726,312	-57%	\$9,631,053	\$3,710,179	63%
058 PARKING FUND								\$1,363,321	\$1,363,321	
062 FLEET SERVICES FUND	\$1,196,395	\$1,207,403	\$0	\$1,217,443	\$1,181,761	\$-25,642	-2%	\$1,223,870	\$42,109	4%
064 SELF INSURANCE FUND	\$793,923	\$1,163,647	\$0	\$48,212	\$442,654	\$-720,993	-62%	\$363,452	\$-79,202	-18%
070 SALES TAX REV BOND - DEBT SVS FUND	\$2,403,929	\$7,396,945	\$0	\$7,177,001	\$6,790,321	\$-606,624	-8%	\$6,180,597	\$-609,724	-9%
071 DEBT SERVICE FUND	\$643,716	\$710,461	\$0	\$739,258	\$755,397	\$44,936	6%	\$796,243	\$40,846	5%
Total Park City Municipal Corporation	\$79,862,297	\$79,073,183	\$0	\$115,482,171	\$40,440,404	\$-75,041,767	-186%	\$48,042,195	\$7,601,791	16%
Park City Redevelopment Agency										
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$322,354	\$857,555	\$0	\$245,661	\$1,420,096	\$562,541	66%	\$1,565,596	\$145,500	10%
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$460,052	\$730,611	\$0	\$470,052	\$677,511	\$-53,100	-7%	\$727,511	\$50,000	7%
033 REDEVELOPMENT AGENCY-LOWER PRK	\$738,741	\$1,026,025	\$0	\$27,514,550	\$3,001,276	\$1,975,251	193%	\$1,250,593	\$-1,750,683	-58%
034 REDEVELOPMENT AGENCY-MAIN ST	\$1,209,001	\$1,073,963	\$0	\$571,350	\$444,435	\$-629,528	-59%	\$299,274	\$-145,161	-33%
Total Park City Redevelopment Agency	\$2,730,148	\$3,688,154	\$0	\$28,801,613	\$5,543,318	\$-23,258,295	-420%	\$3,842,974	\$-1,700,344	-44%
Municipal Building Authority										
035 BUILDING AUTHORITY	\$424,783	\$429,917	\$0	\$423,484	\$429,917			\$429,917		
Total Municipal Building Authority	\$424,783	\$429,917	\$0	\$423,484	\$429,917			\$429,917		

Ordinance No. 2019-33

**ORDINANCE ADOPTING A REVISED BUDGET FOR FY 2019 AND A
BUDGET FOR FY 2020 FOR PARK CITY MUNICIPAL**

WHEREAS, the Utah State law requires that city budgets be adopted by ordinance: and;

WHEREAS, a public hearing was held on May 2, May 16, May 30, June 6, and one more scheduled for June 20, 2019 at the City Council's regularly scheduled meetings, complying with State law;

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

SECTION 1. 2019 REVISED BUDGET ADOPTED. The revised budget as outlined in the City Manager's Recommended Budget presented on May 2, 2019 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the Revised FY 2019 Operating Budget for Park City Municipal Corporation and its related agencies.

SECTION 2. 2020 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2019 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the budget for FY 2020 for Park City Municipal Corporation and its related agencies.

SECTION 3. CERTIFIED PROPERTY TAX RATE. The City's Budget Officer is authorized to compute and file the City's Certified Property Tax rate for FY 2020 at a "no tax increase rate". This ordinance hereby adopts the Certified Property Tax rate for FY 2020. The Budget Officer is also authorized to compute the City's Certified Property Tax rate for the issuance of General Obligation Bonds as approved by voters in November of 2001, 2002, 2006, 2007, and 2016.

SECTION 4. EFFECTIVE DATE. Section 1 for the 2019 Revised Budget shall take effect upon publication and Section 2 for the 2020 Budget shall take effect on July 1, 2019.

PASSED AND ADOPTED this 20th day of June, 2019.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Josh Miller

Submitting Department: Budget, Debt & Grants

Item Type: Ordinance

Agenda Section:

Subject:

Consideration to Approve Ordinance 2019-31, an Ordinance Establishing Compensation for the Mayor, City Council, and Statutory Officers for Fiscal Year 2019-2020 in Park City, Utah
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Council Compensation Ordinance](#)

Ordinance No. 2019-31

**ORDINANCE ESTABLISHING COMPENSATION FOR THE MAYOR, CITY COUNCIL,
AND STATUTORY OFFICERS FOR FISCAL YEAR 2019 – 2020
IN PARK CITY, UTAH**

WHEREAS, the City Council has the power to establish compensation schedules pursuant to UCA Section 10-3-818; and

WHEREAS, the number of duties for the Mayor and City Council is significant and each elected officer is required to devote considerable time and expense to public service and community affairs; and

WHEREAS, a public hearing was duly advertised and held on June 20, 2019;

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

SECTION 1. REPEALER: All previous compensation ordinances regarding elected and statutory officers hereby are repealed.

SECTION 2. COMPENSATION FOR MAYOR, CITY COUNCIL, AND STATUTORY OFFICERS ADOPTED: The following salary levels are hereby adopted:

	<u>FY 2019-2020</u>
Mayor	\$3,780.56 per month
City Council	\$1,952.92 per month
City Manager	\$137,000- \$174,991 per year
City Attorney	\$130,000 - \$163,404 per year
City Treasurer	\$64,000 - \$89,747 per year
City Engineer	\$99,000 - \$124,086 per year
City Recorder	\$58,000 - \$79,039 per year

SECTION 3. BENEFITS: The Mayor and each member of the City Council shall receive family medical insurance. This benefit may be received as cash in lieu of the insurance coverage. The Mayor shall also receive \$250 per month in car allowance. In addition, the Mayor and Mayor Pro-Tem. shall receive \$100 per wedding performed. Statutory officers are eligible for all benefits available to regular FTE, unless otherwise determined by the Mayor and City Council.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective on publication and shall apply retroactively to July 1, 2019.

PASSED AND ADOPTED this 20th day of June, 2019

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark Harrington, City Attorney

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Josh Miller

Submitting Department: Budget, Debt & Grants

Item Type: Resolution

Agenda Section:

Subject:

Consideration to Approve Resolution 12-2019, a Resolution Adopting the Fee Schedule; and Replacing and Repealing Resolution 31-2018 In Its Entirety
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Fee Schedule Resolution](#)

[Fee Schedule](#)



Resolution No. 12-2019

A RESOLUTION RE-ADOPTING THE FEE SCHEDULE; AND REPLACING AND REPEALING RESOLUTION 31-2018 IN ITS ENTIRETY

WHEREAS it is necessary to update the fee resolution to reflect the changing costs of performing services; and

WHEREAS, a public hearing was held on May 30, 2019, to receive public comments on the user fee increases.

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

SECTION 1. FEE SCHEDULE AMENDMENTS. The Park City Fee Schedule is hereby re-adopted with changes as outlined in Exhibit A.

SECTION 2. REPEALER. Resolution 31-2018 is hereby repealed.

SECTION 3. EFFECTIVE DATE. This resolution shall take effect on July 1, 2019.

PASSED AND ADOPTED this 20th day of June, 2019.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approve as to form:

Mark D. Harrington, City Attorney

PARK CITY FEE SCHEDULE – Amended ~~November 29, 2018~~ June 20, 2019

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SECTION 1. CONSTRUCTION AND DEVELOPMENT RELATED FEES

1.1 PLANNING FEES

1.1.1 Plat/Subdivision *

Plat Amendment	\$900.00 per application
Subdivision	\$290.00 per lot/parcel
Administrative lot line adjustment	\$300.00 per application
Extension of Approval	\$330.00 per application

Condominium

Condominium or timeshare conversion	\$450.00 per unit
Record of Survey	\$450.00 per unit
Amendment to Record of Survey	\$100.00 per unit affected
Extension of Approval	\$330.00 per application

1.1.2 Master Planned Development (MPD) Process *

Pre-Master Planned Development	\$1,200.00
<i>Application includes one formal staff review and Planning Commission review of compliance with General Plan that includes a public hearing. If applicant files for formal Master Planned Development the \$1,200 will apply toward the application fee.</i>	
Master Planned Development	\$560.00 per unit equivalent
Modification to an MPD	\$330.00 per unit equivalent

1.1.3 Conditional Use Permit (CUP) *

Planning Commission Review	\$1,140.00 per application
Steep Slope Review	\$1,330.00 per application
Administrative Staff Review	\$330.00 per application
Extension or Modification	\$330.00 per application

1.1.4 Zone Changes *

\$1,650.00

1.1.5 Board of Adjustment *

Variance	\$940.00 per application
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1.1.6 Architectural and Design Review

Historic District/Site

New residential construction <1000 sf	\$200.00 per application
New residential construction >=1000 sf	\$750.00 per application
Commercial review	\$200.00 per unit equivalent for the first 10 units \$15.00/ue after

Non-Historic District/Site

New Residential - SF/Duplex	\$200.00 per application
Multi-Family/Commercial	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after
Residential Additions	\$100.00 per application
Commercial Additions	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after

- 1.1.7 Historic Review *
 Historic Design Review (no increase in existing area) \$210.00
 Historic Design Review (increase in existing area) \$1,030.00
 Determination of Significance \$350.00
 Certificate of Appropriateness for Demolition \$300.00
- 1.1.8 Land Management Code Review * \$2,000.00 per application
- 1.1.9 General Plan Amendment * \$2,000.00 per application
- 1.1.10 Sign Review
 Master Sign Plan Review \$320.00
 Amendment to Master Sign Plan \$120.00
 Individual sign permit \$120.00 (\$118.80) plus 1% state tax
 Sign permit under master sign plan \$130.00 (\$128.70) plus 1% state tax
 Temporary Sign Permit \$60.00 (\$59.40) plus 1% state tax
- 1.1.11 Annexation * \$5,850.00
 Annexation Fiscal Impact Analysis \$1,550.00
plus actual cost of City approved consultant fee
 Modification to Annexation Agreement \$4,150.00
- 1.1.12 Appeals Fees *
 Appeals to Board of Adjustment \$500.00
 Appeals to City Council \$500.00
 Appeals to Historic Preservation Board \$500.00
 Appeals to Planning Commission \$500.00
- 1.1.13 TDR – Development Credit Determination \$100.00
- 1.1.14 Refund of Withdrawn Planning Applications
 In the case of a withdrawal of an application, the associated fees shall be refunded, less the actual cost for professional services rendered by City staff.
- 1.1.15 Reactivation Fee
 For projects that have been inactive by the applicant for more than six months a Reactivation Fee of 50% of orig. application fee will be assessed
- 1.1.16 Attorney or Other Professional Services
 Reimbursement for actual expense incurred

* Projects under these classifications may be assessed the additional cost of the property posting and courtesy mailing as required by Land Management Code regulations at the time of submittal.

1.2 BUILDING FEES

- 1.2.1 Impact Fee Schedule Impact fees are now located in the Park City Municipal Code, Title 11, Chapter 13.

1.2.2 Building Permit

Total Valuation

Free – Calculated by the actual value of construction, excluding the value of on-site renewable energy systems (including solar voltaic systems, ground source heat pumps and solar hot water)

\$1.00 and up

1% of the total valuation of construction as herein above described with a minimum fee of \$15.00.

1.2.3 Plan Check Fees

a. Deposit. On buildings requiring plan checks at the time of building permit application, the applicant shall pay a deposit of \$500.00 for residential buildings; and \$2,000.00 for commercial buildings. The deposit shall be credited against the plan check fee when the permit is issued. This deposit is non-refundable in the event permits are not issued.

b. Fee. Except as otherwise provided herein, the plan check fee shall be equal to sixty-five percent (65.0%) of the building permit fee for that building. The plan check fee for identical plans shall be charged at a rate of \$54.26 per hour of total Community Development staff time. As used herein, identical plans means building plans submitted to Park City that: (1) are substantially identical to building plans that were previously submitted to and reviewed and approved by Park City; and (2) describe a building that is: (A) located on land zoned the same as the land on which the building described in the previously approved plans is located; and (B) subject to the same geological and meteorological conditions and the same law as the building described in the previously approved plans.

1.2.4 Mechanical Permit

Plus 1% State Surcharge

See fee table below. Building Department enters the total valuation for materials and labor for each sub-permit into the Fee Table to determine the permit fee.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.5 Electrical Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.6 Plumbing Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.7 International Fire Code Fee Issuance Fee \$20.00

In Addition:

Aircraft Refueling Vehicles	\$30.00
Open Burning	\$50.00
Candles and Open Flames in Assembly Area	\$50.00
Compressed Gas	\$30.00
Explosives or Blasting Agents	\$150.00
Fireworks (Displays)	\$150.00
Firework (Sales)	\$75.00
Flammable Liquids	\$15.00

Flammable or Combustible Liquid Tanks	\$130.00
Hot Work (welding)	\$15.00
Liquefied Petroleum Gases (heaters and devices up to 5 units)	\$55.00
Liquefied Petroleum Gases (heaters and devices) each additional unit	\$11.00
Liquefied Petroleum Gases on an active construction site (125+ gal)	\$130.00
Places of Assembly	\$50.00
Vehicles (liquid or gas fueled) within a building	\$130.00
Others not listed	\$15.00

Tents, air-supported structures and trailers \$.20 per square foot. Temporary structures built to permanent standards will be subject to fees set forth in Section 1.2.2. For plans already on file and approved, the fee will be reduced to \$.13 per square foot.

1.2.8 Grading Plan Review and Permit Fees

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.9 Soil Sample Fee \$100.00

1.2.10 Demolition Permit Fee

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00

\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.11 Flatwork Permit

Total valuation.

\$1.00 and up 1% of the total valuation of construction as herein above described with a minimum fee of \$15.00. Flatwork permits are subject to Plan Check fees as described above.

1.2.12 Other Inspections and Fees

Inspections outside normal business hours*	\$150.00 per hour (minimum charge 2 hours)
Re-inspection fee	\$150.00 per hour (minimum charge 1 hour)
Additional inspection services*	\$75.00 per hour (minimum charge 1 hour)
Starting work without a permit (first offense)	Double (x2) the building permit fee
Continuing work without a permit (second offense)	Quadruple (x4) the building permit fee
For use of outside consultants for plan reviews, inspections or both	Actual cost**

* Or the total hourly cost to the City, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved. These services will be offered based on inspector availability.

** Actual Cost includes administrative and overhead costs.

1.3 **ENGINEERING FEES**

1.3.1 Construction Inspection Fees. Prior to receiving a building permit, a notice to proceed or plat approval, developers shall pay a fee equal to six percent (6%) of the estimated construction cost as determined by the City Engineer. In projects with private street systems that limit city inspection requirements to water, drainage, and other improvements, but not to streets, the inspection fee shall be four percent (4%) of the estimated construction cost of the improvements to be inspected as determined by the City Engineer. The city, upon notice to the developer, may charge the developer a fee of \$75.00 per man-hour to recoup costs to the city above the fee charged. The city may also charge \$75.00 per man-hour for re-inspections of work previously rejected.

1.3.2 Permit to Work in Public Right-of-Way

\$200.00 fee plus \$2,000.00 letter of credit or cashier's check plus proof of insurance

1.4 **ADMINISTRATIVE CODE ENFORCEMENT (ACE) FEES**

1.4.1 Civil Fee Schedule

Daily Violation Fee	\$100.00 per day
Re-inspection Fee	\$75.00

1.4.2 Operating without a Type 2 CSL \$800.00 per violation

SECTION 2. UTILITY FEES

2.1 WATER IMPACT FEES. Water Impact Fees are located in the Park City Municipal Code, Title 11, Section 13.

2.2 MONTHLY WATER METERED SERVICES FEE SCHEDULE:

2.2.1 Base Rates & Meter Price (For all water billed on or after July 1, 2018).

2.2.1.1 Single Family Residential

Meter Size	Base Rate	Meter Price
3/4"	\$49.08 50.55	\$778.58 801.94
1 "	\$66.25 68.24	\$894.84 921.69
1.5"	\$78.57 80.93	\$1,273.08 1,311.27

2.2.1.2 Multi-Family Residential or Commercial

Meter Size	Base Rate	Meter Price
3/4"	\$63.81 65.52	\$778.58 801.94
1"	\$107.95 111.19	\$894.84 921.69
1.5"	\$230.61 237.53	\$1,273.08 1,311.27
2 "	\$480.92 495.35	\$2,251.83 2,319.38
3"	\$1,251.60 1,289.15	\$2,663.83 2,743.85
4"	\$2,272.18 2,340.35	\$4,642.00 4,781.26
6"	\$4,283.15 4,411.64	\$7,222.03 7,438.69
8"	\$7,375.96 7,597.24	\$10,847.02 11,172.43

2.2.1.3 Irrigation

Meter Size	Base Rate	Meter Price
3/4"	\$84.25 95.20	\$778.58 801.94
1"	\$142.57 161.10	\$894.84 921.69
1.5"	\$304.55 344.14	\$1,273.08 1,311.27
2"	\$635.11 717.67	\$2,251.83 2,319.38
3"	\$1,652.73 1,867.58	\$2,663.93 2,743.85
4"	\$3,000.74 3,390.84	\$4,642.00 4,781.26
6"	\$5,656.52 6,391.87	\$7,222.03 7,438.69

2.2.1.4 Construction Base Rate: ~~\$285.21~~ \$293.77

2.2.1.5 Indigent Necessitous Base Rate: ~~\$4.19~~ \$4.32

2.2.2 Water Consumption Rates. The following water consumption rates apply. Relief in the event of a leak may be granted, consistent with the leak policy.

2.2.2.1 Single Family Residential

	Block 1	Block 2	Block 3	Block 4	Block 5	Block 6
Price per 1,000 gallons	\$6.12 6.30	\$9.81 10.10	\$10.31 10.62	\$13.37 13.76	\$15.93 16.41	\$27.84 28.68
Gallons in Block	0-5,000	5,001-15,000	15,001-25,000	25,001-35,000	35,001-55,000	Over 55,000

2.2.2.2 Multi-Family Residential

	Block 1	Block 2	Block 3	Block 4
Price per 1,000 gallons	\$7.24 7.46	\$9.81 10.10	\$15.93 16.41	\$25.77 25.77
3/4" Meter, Allowance in Block	0-10,000	10,001-36,000	36,001-80,000	Over 80,000
1" Meter, Allowance in Block	0-17,000	17,001-57,000	57,001-120,000	Over 120,000
1.5" Meter, Allowance in Block	0-30,000	30,001-100,000	100,001-200,000	Over 200,000
2" Meter, Allowance in Block	0-48,000	48,001-160,000	160,001-320,000	Over 320,000
3" Meter, Allowance in Block	0-96,000	96,001-320,000	320,001-640,000	Over 640,000
4" Meter, Allowance in Block	0-150,000	150,001-500,000	500,001-1,000,000	Over 1,000,000
6" Meter, Allowance in Block	0-180,000	180,001-600,000	600,001-1,200,000	Over 1,200,000

2.2.2.3 Commercial

	Block 1	Block 2
Price per 1,000 gallons	\$8.59 8.85	\$13.31 13.71
3/4" Meter, Allowance in Block	0-150,000	Over 150,000
1" Meter, Allowance in Block	0-300,000	Over 300,000
1.5" Meter, Allowance in Block	0-500,000	Over 500,000
2" Meter, Allowance in Block	0-750,000	Over 750,000
3" Meter, Allowance in Block	0-1,200,000	Over 1,200,000
4" Meter, Allowance in Block	0-1,700,000	Over 1,700,000
6" Meter, Allowance in Block	0-1,700,000	Over 1,700,000

2.2.2.4 Irrigation

	Block 1	Block 2
Price per 1,000 gallons	\$9.81 10.10	\$15.93 16.41
3/4" Meter, Allowance in Block	0-56,000	Over 56,000
1" Meter, Allowance in Block	0-90,000	Over 90,000
1.5" Meter, Allowance in Block	0-185,000	Over 185,000
2" Meter, Allowance in Block	0-300,000	Over 300,000
3" Meter, Allowance in Block	0-600,000	Over 600,000
4" Meter, Allowance in Block	0-935,000	Over 935,000
6" Meter, Allowance in Block	0-1,865,000	Over 1,865,000

2.2.2.5 Construction ~~\$11.53~~ 11.88 per 1,000 gallons

2.2.2.6 ~~Indigent~~ Necessitous

The ~~Indigent Necessitous~~ Base Rate includes 10,000 gallons. Water consumption above 10,000 gallons is charged per the Single Family Residential rate structure in paragraph 2.2.2.1.

2.2.2.7 Contract Rules

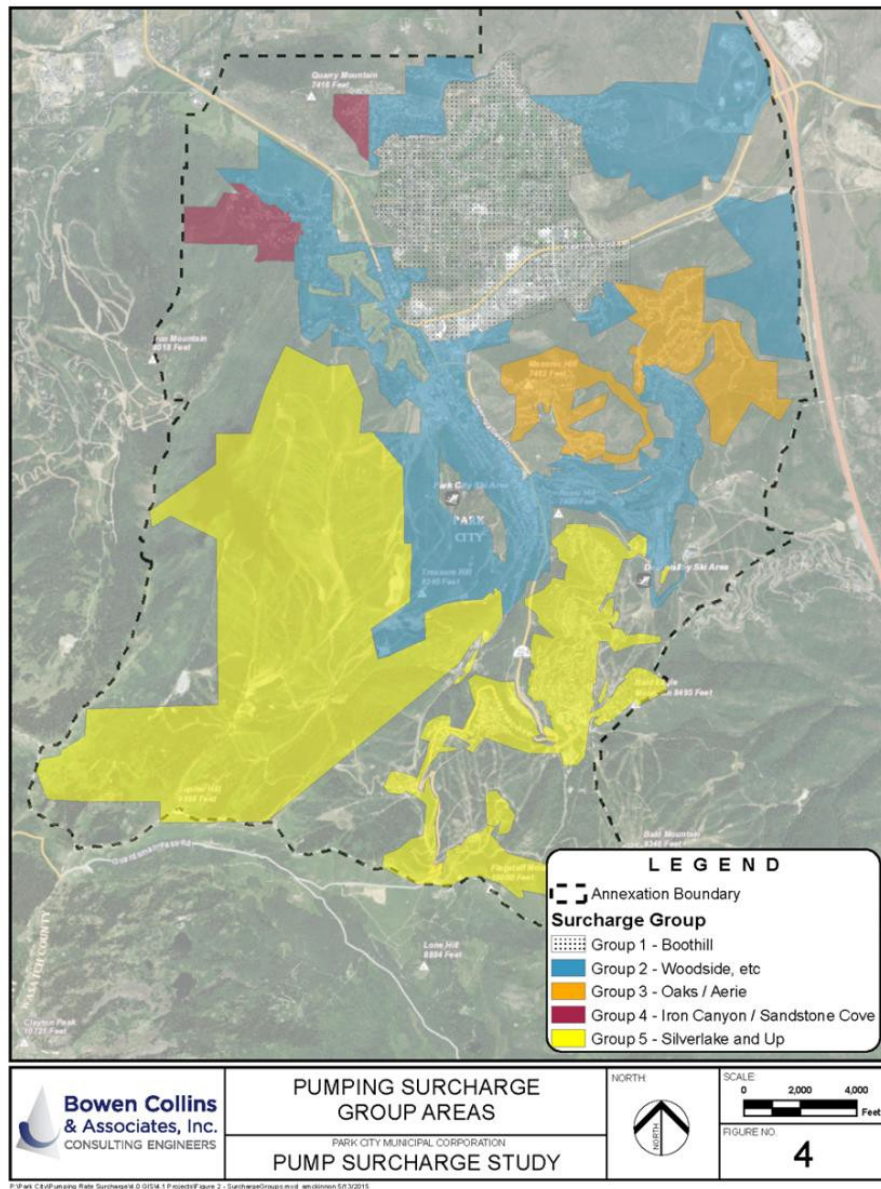
The City will honor the rates as they are set by a Council approved contract.

2.2.3 Energy Surcharge (For all water billed on or after July 1, 201~~89~~). All water billed under 2.2.2, except for paragraph 2.2.2.7 Contract Rules, shall be billed a location dependent Energy Surcharge, comprised of a Pumping Surcharge and an Efficiency Optimization Surcharge.

2.2.3.1. Surcharge Group

The following table and associated map identify an account's Surcharge Group Number. Conflicts between the map and the table will be resolved by reference to the table.

Surcharge Group No.	Surcharge Group	Pressure Zone Numbers Included in Group
1	Boothill	29
2	Woodside, etc	8,10,17,18,19,20,21,22,
		23,24,25,26,27,42,48,49,30,32
3	Oaks / Aerie	11,12,13,14,15,16
4	Iron Canyon / Sandstone Cove	28,31
5	Silver Lake and Up	1,37,2,3,4,5,6,7,
		34,38,39,40,41



2.2.3.2 Energy Surcharge

An Energy Surcharge shall be assessed by Surcharge Group and at a price per 1,000 gallons by as follows:

Group No	Pumping Surcharge	Energy Optimization Surcharge	Total Energy Surcharge
1	\$0.00	\$0.55	\$0.55
2	\$0.53	\$0.80	\$1.33
3	\$1.19	\$1.12	\$2.31
4	\$1.59	\$1.31	\$2.90
5	\$2.30	\$1.65	\$3.95

2.3 WATER VIOLATION PENALTIES

\$150.00	first violation
\$200.00	second violation
\$400.00	third violation
\$500.00	fourth violation
\$750.00	for the fifth violation and for each subsequent violation within that calendar year.

2.4 WATER SERVICE REINSTATEMENT FEE ~~\$100.00~~

The reinstatement fee shall be assessed at reconnection, based on the amount of time since the account was last active.

Time since last active	Amount
0-30 days	\$100.00
31-60 days	Two month's base rate as previously billed.
61-90 days or more	Three month's base rate as previously billed.

2.5 WATER METER TESTING FEE ~~\$100.00~~ \$500.00 per test

2.6 WATER LABOR RATE \$50.00 per hour (rounded up to the nearest half hour)

2.7 WATER PARTS & SUPPLIES RATE Cost + 15% stocking fee

2.8 FIRE HYDRANT METER DEPOSIT FEE

2 Inch Meter	\$1,950.00
¾ Inch Meter	\$500.00
Fire hydrant wrench deposit fee	\$50.00
Meter Radio	\$200.00

2.9 RENTER DEPOSIT \$50.00

2.10 NON-MAILED SHUT-OFF NOTICE FEE \$75.00

2.11 IMPROPER WATER SHUT-OFF OR TURN ON \$250.00

2.12 STORMWATER FEE

2.12.1 An Equivalent Surface Unit or ESU ~~\$6.10~~ 6.28

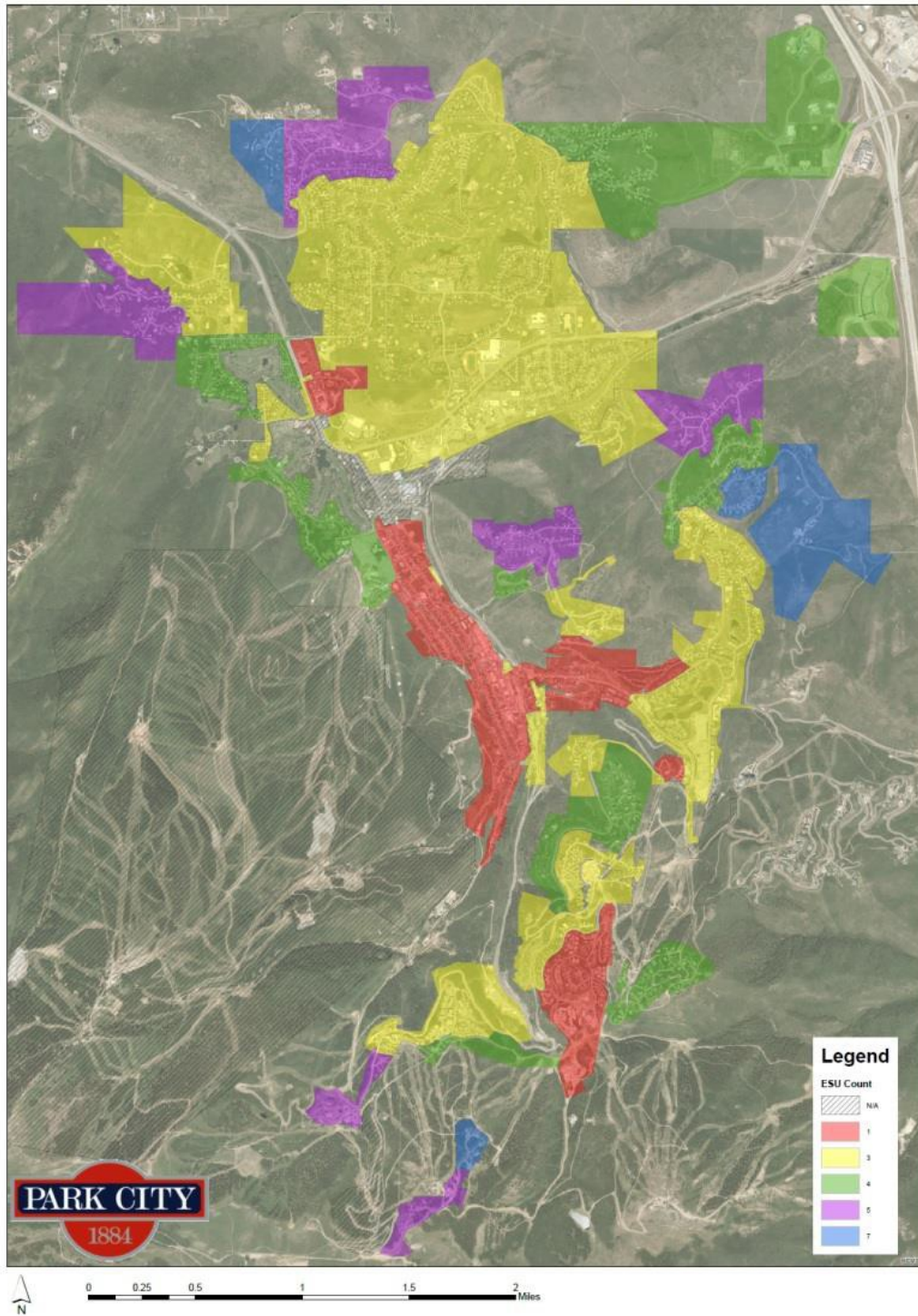
2.12.1.1 Green Infrastructure Reduction

After submittal of a complete application for a Green Infrastructure ESU reduction, an account may be eligible for a reduction of up to 20% of the ESU fee listed in 2.12.1.2. This reduction shall expire on June 30th, 2020.

2.12.2 Single Family Residential Initial Assignment

A Single Family Residential property shall be assigned an ESU number based the following map. The assignment may be changed based on an evaluation of an individual property.

Park City Stormwater Utility Map



2.12.3 Multi-Family Residential Initial Assignment

A Multi-Family Residential property shall be assigned 1 ESU per dwelling unit. This assignment may be changed based on an evaluation of an individual property.

SECTION 3. SPECIAL MEETINGS FEES

3.1 SPECIAL COUNCIL MEETING

\$270.00 for initial 30 minutes and
\$133.00 per 30 minutes thereafter

When a special council meeting (not regularly scheduled) must be called in order to accommodate an applicant for a license, permit or any other issue not requested by Council or staff, the applicant will be assessed a \$270 fee per application. If the meeting is longer than 30 minutes the applicant will be charged an additional \$133 per 30 minute increment thereafter.

3.2 TYPE 2 CSL SPECIAL MEETING

\$76.00 per applicant

SECTION 4. BUSINESS LICENSING

4.1- 4.5.

PARK CITY BUSINESS LICENSE FEE SCHEDULE									
Transit Service Enhancement Fee			Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
Rate	Unit of Measure		Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/ Inspections	Unit of Measure
Ski Resort	\$0.26	Skier Day	\$0.01	Skier Day		-	\$22.00	\$149.00	License
Lodging	\$19.25	Per Bedroom	\$9.49	Per Bedroom		-	\$17.00	\$149.00	License
Restaurant	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.		-	\$22.00	\$149.00	License
Outdoor Dining	\$0.06	Per Sq. Ft.	\$0.03	Per Sq. Ft.		-	\$22.00	\$149.00	License
Retail	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.		-	\$22.00	\$149.00	License
Large Retail (>12,000 sq. ft.)	\$0.16	Per Sq. Ft.	\$0.07	Per Sq. Ft.		-	\$22.00	\$149.00	License

Transit Service Enhancement Fee			Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
Rate		Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/ Inspections	Unit of Measure
Office, Service, Other	\$0.21	Per Sq. Ft.	\$0.01	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Warehouse	\$0.06	Per Sq. Ft.	\$0.00	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Resort and Amusement	\$1.04	Per User	\$0.05	Per User	-	-	\$22.00	\$149.00	License
For-Hire Vehicles	\$37.50	Per Vehicle	\$1.75	Per Vehicle	\$45.58	Per Vehicle	\$71.83	\$71.83	License
Other Commercial Vehicles and Trailers	\$7.50	Per Vehicle	\$0.29	Per Vehicle	-	-	\$22.00	\$149.00 \$74.00	License
Employee Based	\$3.75	Per Employee	\$0.15	Per Employee	-	-	\$22.00	\$149.00	License
Commercial Vending, Game and Laundry Machines	\$18.75	Per Machine	\$0.73	Per Machine	-	-	\$22.00	\$149.00	License
Escort Services	\$3.75	Per Employee	\$0.15	Per Employee	\$46.19	Per Employee	\$22.00	\$149.00	License
Solicitor	\$10.50	Per Solicitor	\$2.50	Per Solicitor	-	-	\$75.00 \$74.00	\$75.00 \$74.00	License

	Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
	Rate	Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renew-als	Rate New/Inspections	Unit of Measure
Alcoholic Beverage/ Single Event Alcoholic Beverage	\$27.92	Per License	\$12.50	Per License	\$45.58	Per License	\$100.00	\$100.00	License
Type 1 CSL	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	-	-	\$149.00	License
Type 2 CSL	\$288.00	Per License	\$125.00	Per License	\$45.58	Per License	-	\$372.00	License
Type 3 CSL	-	-	-	-	-	-	-	\$149.00	License
Outdoor Sales	*In addition to regularly issued business license							\$5.00	License
Outdoor Sales-Promotion by Merchants Association	*In addition to regularly issued business license							\$4.00	License
Outdoor Sales-Seasonal Plants								\$50.00	License

SECTION 5. MISCELLANEOUS LAW ENFORCEMENT FEES.

5.1 Alarm Monitoring Fees

\$100.00 Cash deposit to be posted at time of installing each alarm system within the Park City limits.

\$ - 0 - First response within 6 months, no fee deducted from \$100.00 bond.

\$25.00 Second response to premise within 6 months, and for each subsequent response to said premise. [\$25 deducted from bond].

5.2 Direct Access Alarms

\$100.00 Per alarm connected through a direct access device, and not per alarm company, for the initial installation of the alarm.

\$50.00 Per year, per alarm for subsequent years or parts thereof.

5.3 Dispatching Fee

\$100.00 Per month for each private agency being dispatched from the City Communication Center.

5.4 Vehicle Impound Fee

\$20.00 Per vehicle, per impound (also see Section 7.7).

5.5 Contract Law Enforcement Services

Police Officer (per employee, per hour - four hour minimum) \$75.00

Holiday (per employee, per hour - four hour minimum) \$165.00

SECTION 6. GRAMA (Government Records Access and Management Act) FEES.

6.1 Copies. Copies made at a city facility: \$.10 per page*. Double-sided copies shall be charged as two pages. **For police records requests, see Section 6.6.*

6.2 Copies from outside copiers. The city reserves the right to send the documents out to be copied and the requestor shall pay the actual cost to copy the documents, including any fee charged for pick-up and delivery of the documents.

6.3 Copies retrieved from Utah State Archives or other storage facility. In addition to the copy fee, the requester must pay actual cost for staff time and mileage (computed using the current official federal standard mileage rate).

6.4 Compiling Documents in a form other than that normally maintained by the City, pursuant to U.C.A. 63G-2-203 (2008). In the event the City compiles a record in a form other than that normally maintained by the City, the actual costs under this section may include the following:

(a)(i) the cost of staff time for compiling, formatting, manipulating, packaging, summarizing, or tailoring the record either into an organization or media to meet the person's request;

(ii) the cost of staff time for search, retrieval, and other direct administrative costs for complying with a request; and

(iii) in the case of fees for a record that is the result of computer output other than word processing, the actual incremental cost of providing the electronic services and products together with a reasonable portion of the costs associated with formatting or interfacing the information for particular users, and the administrative costs as set forth in Subsections (i) and (ii).

(b) An hourly charge under this section may not exceed the salary of the lowest paid employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request.

(c) Notwithstanding Subsections (a) and (b), no charge may be made for the first quarter hour of staff time.

6.5 Fee Waiver for Public Benefit. The City may fulfill a record request without charge if it determines that: releasing the record primarily benefits the public rather than a person; the

individual requesting the record is the subject of the record, or an individual specified in U.C.A. Subsection 63G-2-202(1) or (2); or the requester's legal rights are directly implicated by the information in the record, and the requester is impecunious.

6.6 Requests for Police Records

~~\$2.00~~ \$10.00 per police report/traffic accident report

~~\$5.00~~ \$20.00 per CD (compact disc) of Video or Photographs

~~\$2.00~~ \$5.00 per printed color photograph

SECTION 7. PARKING, METER RATES, VIOLATIONS, TOWING, AND IMPOUND FEES

7.1 Fines for meter violations are as follows:

First violation per registered owner(s): No fine or late fees. Vehicle license plate and/or VIN numbers will be logged into the system and a courtesy card issued to welcome to Main Street and educate user on the meter system.

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$35.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$70.00~~ \$38.00 after 14 days;

~~\$107.00~~ \$41.00 after 30 days;

~~\$143.00~~ \$43.00 after 60 days

More than five (>5) violations per registered owner(s):

Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$70.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$105.00~~ \$77.00 after 14 days;

~~\$139.00~~ \$84.00 after 30 days;

~~\$173.00~~ \$88.00 after 60 days

7.2 Fines for mobility disabled space violations are as

follows: Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$270.00 from the date of violation until fourteen (14) days following the violation,

escalating to:

~~\$305.00~~ \$297.00 after 14 days;

~~\$338.00~~ \$326.00 after 30 days;

~~\$373.00~~ \$344.00 after 60 days

7.3 Fines for special event parking violations. When enacted by the City Manager under Section 7.7, the fines for special event parking violations are as follows:

A. Egregious violations (i.e., obstructing traffic on Main Street or along bus routes) or

mobility disabled space violations. \$150.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$170.00~~ ~~\$165.00~~ after 14 days;
~~\$190.00~~ ~~\$181.00~~ after 30 days;
~~\$210.00~~ ~~\$189.00~~ after 60 days

B. Fines for all other special event parking violations.

Effective December 15, 2017

\$145.00 from the date of violation until fourteen (14) days following the violation

\$145.00 after 14 days;

\$145.00 after 30 days;

\$145.00 after 60 days

7.4 FINES FOR TIME LIMIT PARKING VIOLATIONS are as follows:

Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$35.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$87.00~~ ~~\$38.00~~ after 14 days;

~~\$122.00~~ ~~\$41.00~~ after 30 days;

~~\$157.00~~ ~~\$43.00~~ after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$35.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$87.00~~ ~~\$38.00~~ after 14 days;

~~\$122.00~~ ~~\$41.00~~ after 30 days;

~~\$157.00~~ ~~\$43.00~~ after 60 days

More than five (>5) violations in the previous three years per registered owner(s):

Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$70.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$105.00~~ ~~\$77.00~~ after 14 days;

~~\$139.00~~ ~~\$84.00~~ after 30 days;

~~\$173.00~~ ~~\$88.00~~ after 60 days

7.5 Fines for all other parking violations are as

follows: Effective ~~July 1, 2019~~ ~~December 15,~~

~~2017~~

\$40.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$66.00~~ ~~\$44.00~~ after 14 days;

~~\$92.00~~ ~~\$48.00~~ after 30 days;

~~\$116.00~~ \$50.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$66.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$92.00~~ \$72.00 after 14 days;

~~\$116.00~~ \$79.00 after 30 days;

~~\$141.00~~ \$82.00 after 60 days

More than five (>5) violations per registered owner(s):

Effective ~~July 1, 2019~~ ~~December 15, 2017~~

\$66.00 from the date of violation until fourteen (14) days following the violation, escalating to:

~~\$92.00~~ \$72.00 after 14 days;

~~\$116.00~~ \$79.00 after 30 days;

~~\$141.00~~ \$82.00 after 60 days

7.6 Parking Permits.

China Bridge Parking Permits –Business Permit: Businesses with a Main Street area address and a valid business license are eligible to purchase a parking permit(s) valid for China Bridge and Gateway covered areas. The permit is not valid during major events. Alternative parking areas may be provided for these events. This permit allows parking beyond the 6 hour limit not to exceed 72 hours at one time in a parking space. Cost for this permit is \$400.00 annually, \$200.00 if purchased after April 1st of each calendar year. A replacement permit can be purchased for \$200.00 subject to approval by the Parking Manager.

7.7 Special Event Parking. The City Manager may implement Special Event Parking Permit Fees, Special Event Meter Rates and/or Special Event Parking Fines for events held under a Master Festival License. The fee for these Special Event Parking Permits and Special Event Meter Rates will not exceed \$60.00 per day.

7.8 Tow and Storage Fees. Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts as outlined in the Park City Police Department Towing Rate Schedule.

7.9 Immobilization Fee \$35.00

7.10 Fees for Special Use of Public Parking are as follows:

Main Street, Heber Avenue, Park Avenue (Heber to 9th St): Daily rate of \$16.00 per space
Swede Alley: Daily rate of \$12.00 per space

Sandridge, South City Park, Residential Permit Zones: Monthly rate of \$20.00 per space

- | | |
|--|-----------------------------|
| a. Up to two spaces for vehicle parking with approved and active building permit | \$0.00 |
| b. Vehicle Permits | \$20.00 per space per month |
| c. Dumpster or Equipment Permit | \$50.00 per space per month |
| Pay station removal for construction: | \$1,000.00 |

Application Fee: \$20.00

Applications are reviewed by appropriate divisions, such as Parking Services, Transportation, Police, Building Departments, and Special Events.

7.11 Garage and Surface Lot Parking Rates, Effective December 15, 2017:

Peak Season, December through April 15 and June through September

China Bridge:

11:00 a.m.-5:00 p.m. – FREE, no hourly
max 5:00 p.m.-Midnight – 1st hour FREE
\$3.00/hour after, no hourly max

Hourly rate may be modified, and may not exceed \$4.00/hour
Lost ticket fee will equal the maximum daily fee

Swede Alley, Flag Pole, & Bob Wells Plaza:

AM – FREE, 4 hour max
11:00 a.m.-5:00p.m. – FREE, 4 hour max
5:00 p.m.-Midnight – \$3.00/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$4.00/hour

North Marsac:

AM-5:00 p.m. – FREE, 24 hour max
5:00 p.m.-Midnight – \$1.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

Sandridge:

AM-5:00 p.m. – FREE, 72 hour max
5:00 p.m.-Midnight – FREE, 72 hour max

South Marsac:

AM-5:00 p.m. – FREE, 2 hour max
5:00 p.m.-Midnight – FREE, 2 hour max

West Heber, between Main Street and Park Avenue:

11:00 a.m.-5:00 p.m. – \$2.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$4.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$5.00/hour

Park Avenue:

6:00 a.m.-2:00 a.m. – FREE, 2 hour max

East Heber, between Main Street and Swede Alley:

6:00 a.m.-2:00 a.m. – Load Zone, 2 hour max.

Gateway top level:

FREE for Main Street permit holders

Non-Peak Season, April 15 through May and October through November

China Bridge:

11:00 a.m.-5:00 p.m. – FREE-No hourly max 5:00 p.m.-Midnight

– 1st hour FREE

\$1.00/hour after free first hour, no hourly max

Hourly rate may be modified, and may not exceed \$3.00/hour Lost ticket fee will equal the maximum daily fee

Swede Alley, Flag Pole, & Bob Wells Plaza:

AM – FREE, 4 hour max

11:00 a.m.-5:00 p.m. – \$1.50/hour, 4 hour max

Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$1.50/hour, 4 hour max

Hourly rate may be modified, and may not exceed \$3.00/hour

Sandridge/North Marsac:

AM-5:00 p.m. – FREE, no hourly max

5:00 p.m.-Midnight – FREE, no hourly max

7.12 Meter rates are as follows:

Effective December 15, 2017

Peak Season

AM – FREE, no hourly max

11:00 a.m.-5:00 p.m. – \$2.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$4.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$5.00/hour

Non-Peak Season

AM – FREE, no hourly max

11:00 a.m.-5:00 p.m. – \$1.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$1.50/hour

5:00 p.m.-Midnight – \$2.00/hour, 3 hour max

Hourly rate may be modified, and may not exceed \$3.00/hour

No less than one hour can be purchased with a credit card. For event rates, see Section 7.7.

Effective December 15, 2017 Tokens will no longer be an acceptable method of payment.

7.13 Meter payment by cell phone:

Users sign up for a free account. Meter rates in Section 7.12 apply; no less than one hour can be purchased. City pays the convenience fee charged by the service provider.

SECTION 8. RECREATION SERVICES AND FACILITY RENTAL FEES

8.1 PURPOSE AND PHILOSOPHY. Recreation Services, the Parks Department, Miners Hospital Community Center and the Library are supported primarily by tax dollars through the City's General Fund. The Golf Course has been established as an enterprise fund and should be primarily supported by revenues other than taxes. This policy applies to Recreation Services and the Golf Course Enterprise fund.

The purpose of this section is to establish a level of operations and maintenance cost recovery for programs, activities and facilities, and direction for establishing fees and charges for the use of and/or participation in the programs, activities and facilities offered by the Recreation Services, Golf Course, Library, and Miners Hospital Community Center.

It is the intent of the City to offer its Recreation Services programs, activities and facilities to the entire community. To help offset the cost of providing these services, and since the primary beneficiaries of these services are users, it is appropriate to charge fees that are adequate to fund operation of the facility in line with other like programs.

8.2 COST RECOVERY. It is the intent of the City to recover roughly 70% of the operations and maintenance expenses incurred by the Recreation Department and the Recreation Center and 100% of the operations and maintenance expenses incurred by the Golf Course through sources of revenue other than taxes. The City's cost recovery plan is described in detail in the City's budget document. User fees should not be considered the only source for accomplishing this objective. Revenues may also include:

Increases in program participation.

- Fees charged for non-recreational use of facilities (conventions/special events)
- Rental income
- New programs or activities
- Private sponsorship of programs or activities
- Public agency grants or contributions.

8.3. ESTABLISHING USER FEES. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council.

8.3.1 Area Resident Discount: Those people whose primary residence is within the Park City School District limits; are currently paying property tax within Park City School District limits; or are holding a valid Park City business license and leasing or renting office space within Park City are entitled to receive a discount on user fees for the Recreation Center and Golf Course.

8.3.2 Recreation Program Fees: The Recreation Department, the Recreation Center and the Golf Course offer a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated

program costs. Fees are then published ~~on the city's website in the Recreation Services annual brochure (PLAY Magazine)~~. In most cases, fees will be kept commensurate with fees charged by others providing like service.

8.3.3 Fees for Non-Recreational Activities at the Recreation Center: The fees charged for non-recreational or special event use will be competitive with the marketplace providing the fees cover a minimum of: a) the costs involved in the production of the event; and, b) recovery of lost revenue.

The Recreation Center facility is principally for recreation. Non-recreation activities usually will be charged up to fifty percent (50%) more than the minimum. No fee waivers for non-recreational or special event use will be permitted. However, the City Council may authorize the City to pay all or a portion of the fee in accordance with the master festival ordinance provisions.

8.3.4 Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Golf Course Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

To establish and maintain the Council's objective of 70% cost recovery, the City Manager will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action.

Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the City Manager or the City Council.

8.3.5 Discounting Fees: The Recreation Services Manager may, at his or her discretion, discount fees when:

- Offering special promotions designed to increase use.
- Trying to fill non-prime time.
- Introducing new programs or activities.
- Playing conditions are below standard due to weather or facility disrepair.

8.3.6 Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Recreation Services Manager may, at his discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

8.4. RECREATION CENTER:

8.4.1 Recreation Center Fees

Punch Card Admission. For ease of administration and convenience to users, a punch card system has been established for Recreation Center programs and activities. The purchase of a punch card may result in a savings off the regular rate.

Punch Passes	Resident	Visitor
Youth (3 to 17) 10 Punch	\$28.00	\$40.00
Adult 10 Punch	\$80.00	\$100.00
Senior & Military 10 Punch	\$60.00	\$70.00

Child Care 10 Punch (10 hrs.) \$35.00

Tennis & Pickleball Court Charges

Hourly Court Fees

	Indoor	Outdoor
Resident rate	\$28.00 32.00	\$12.00
Visitor rate	\$40.00 44.00	\$16.00

Pickleball Outdoor Court Time Passes

1 month	\$65.00
3 month	\$180.00

Other Tennis & Pickleball Fees

Private Lesson 1 hour	\$78.00
Private Lesson 1/2 hour	\$42.00

Semi Private Lesson 1 hour (Per person)	\$41.00
Group of 3 (Per person)	\$30.00
Group of 4 (Per person)	\$25.00
Clinic drop-in fee 1 hr	\$17.00
Clinic drop-in fee 1.5 hours	\$26.00
Ball Machine per hour	\$12.00
Tennis Courts Non Athletic (Daily)	\$3,000.00

Daily Drop In

Resident

Visitor

Toddlers 2 & Under	Free	Free
Youth (3 to 17)	\$3.00	\$5.00 6.00
Adult	\$8.00	\$12.00 15.00
Senior 70 65+ & Military	\$6.00	\$7.00 8.00
Fitness Classes	\$10.00	\$15.00 18.00
Senior/Military Fitness Classes	\$8.00	\$9.00 10.00

Facility Passes: There are two types of facility passes one which includes all amenities except tennis & pickleball and the other which includes all amenities except group fitness, pickleball and tennis. Program fees are additional and are not included in pass fees.

Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$43.00 45	\$22	\$65.00 67
3 Month	\$120.00 125	\$60	\$180.00 185
6 Month	\$222.00 232	\$108	\$330.00 340
12 Month	\$408.00 433	\$192	\$600.00 625

Senior ~~70~~ 65+ & Military Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$38.00 40	\$22.00	\$60.00 62
3 Month	\$107.00 112	\$60.00	\$167.00 172
6 Month	\$196.00 205	\$108.00	\$304.00 313
12 Month	\$358.00 375	\$192.00	\$550.00 567

Couple Rate

Term	Facility Rate	Class Add On	Total
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1 Month	\$77.00 82	\$38.00	\$115.00 120
3 Month	\$231.00 242	\$108.00	\$339.00 350
6 Month	\$372.00 393	\$182.00	\$554.00 575
12 Month	\$681.00 725	\$325.00	\$1,006 1,050

Senior 65+ & Military Couple Rate

Term	Facility Rate	Class Add-On	Total
1 Month	\$70.00	\$38.00	\$108.00
3 Month	\$210.00	\$108.00	\$318.00
6 Month	\$335.00	\$182.00	\$517.00
12 Month	\$613.00	\$325.00	\$938.00

PC MARC Tennis Passes

Term	Single	Couple	Additional Family Member
1 Month	\$200.00	\$320.00	\$30.00
3 Month	\$475.00	\$760.00	\$60.00
6 Month	\$775.00	\$1,345.00	\$110.00
12 Month	\$1,210.00	\$2,150.00	\$225.00

Gymnasium	Hourly Resident	Hourly Visitor	Daily
Full Gym	\$65.00	\$125.00	
Half Gym	\$35.00	\$75.00	
Non Athletic			\$1,400.00

Fitness Studios	\$65.00 (for profit)	\$125.00 (for profit)
	\$35.00 (non-profit)	\$75.00 (non-profit)

Other Fees

Visitor 10 Punch Card	\$100.00
1 Month Visitor Pass	\$100.00
Child Care Per Hr.	\$4.00
Personal Training Daily Fee	\$25 per session
Personal Training Monthly Fee	\$400 per month
Personal Training Annual Fee	\$4,000 per year
Personal Training 1 Hour	\$50.00
Personal Training Punch Card (12 visits)	\$500.00
Couple Personal Training Punch Card (12 visits)	\$699.00
Birthday Party	\$150.00
Party Room per hour	\$50.00

8.5 GOLF FEES. The Park City Municipal Golf Course is an 18 hole course and 6,743 yards in length. The fees listed below are established fees, however they may be altered for certain types of tournament play. To receive a resident discount, the recreation card (which must have a City resident designation) must be presented to the golf starter. Season passes are available only to those who possess a locals card. Playing conditions on the course may vary due to weather constraints, particularly early and late in the season. The Golf Manager may, at his discretion, discount the established fees in order to encourage use of the course when playing conditions are less than optimum.

Regular Season- Memorial Day through September
Off-Season- Pre-Memorial Day, October and November

Resident Season Pass	\$1050.00 \$1110.00
Junior Pass	\$425.00
Jr./Sr. Punch Pass	\$300.00 \$350.00
Non-Resident Sr. Punch Pass	\$390.00
Corporate Pass	\$3,000.00
Resident 18 Hole	\$36.00 \$39.00
Resident 18 Hole with Cart	\$51.00 \$54.00
Utah Resident 18 Hole	\$46.00 \$48.00
Utah Resident 18 Hole with Cart	\$61.00 \$63.00
Non-Resident 18 Hole	\$52.00 \$55.00
Non-Resident 18 Hole with Cart	\$67.00 \$70.00
Resident 9 Hole	\$18.00 \$19.50
Resident 9 Hole with Cart	\$25.50 \$27.00
Utah Resident 9 Hole	\$23.00 \$24.00
Utah Resident 9 Hole with Cart	\$30.50 \$31.50
Non-Resident 9 Hole	\$26.00 \$27.50
Non-Resident 9 Hole with Cart	\$33.50 \$35.00
Resident Off-Season 18 Hole	\$26.00 \$28.00
Non-Resident Off-Season 18 Hole	\$30.00 \$32.00
Small Range Bucket	\$4.00 \$5.00
Large Range Bucket	\$8.00 \$10.00
Rental Clubs for 18 Holes (includes 6 golf balls)	\$35.00 \$50.00
Rental Clubs for 9 Holes (includes 3 golf balls)	\$17.50 \$25.00

8.6. LIBRARY FEES. The Park City Library Board routinely reviews non-resident fee options and recommends changes. Library services, which are funded by the General Fund, are provided without charge to property owners, residents, and renters within the City's boundaries. Non-resident card fees are charged to those who request borrowing privileges but live outside the City's taxing area. On September 8, 2002, the Library Board voted to change the fee charged to some non-resident library users.

Non-Resident Card Fees

Household	\$40.00 per year
Non-City Limits Visitor (6 months)	\$20.00 plus
Students residing in Summit County	Free
Educators in Park City School District	Free
Wasatch County Student Cards	\$15.00 per year
Organization card - non-profit	\$45.00 per year
Organization card - for-profit	\$55.00 per year
Interlibrary Loans	\$1.00 charge per item

8.7. CEMETERY FEES. Anyone owning property, currently residing, or having resided in Park City for a period of more than ten years consecutively, is eligible to purchase cemetery property or may be buried in the Park City Cemetery. All cemetery plots will be sold on a first-come, first-served basis. The same criteria above are used for the rights to purchase a plaque space on the Memorial Walls in the Cemetery.

<u>Resident</u> <u>Fees</u>	<u>Eligible</u> <u>Non-Resident</u> <u>Fees</u>
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Single adult grave	\$300.00	\$600.00
Single infant grave	\$150.00	\$300.00
Opening and closing adult grave	\$600.00	\$600.00
Opening and closing infant grave	\$360.00	\$360.00
Removal of adult from one grave to another within cemetery	\$960.00	\$960.00
Removal of infant from one grave to another within cemetery	\$720.00	\$720.00
Removal of adult for interment outside cemetery	\$480.00 \$1,000	\$480.00 \$1,000
Removal of infant for interment outside cemetery	\$360.00	\$360.00
Schil for flower beds/grave	N/A	N/A
Additional charge for after hour burials including Saturdays, holidays, weekends	\$200.00	\$300.00
Interment of cremated remains	\$70.00	\$140.00
Monument grave marker maintenance	\$100.00	\$100.00
Memorial Wall plaque space	\$250.00	\$500.00

8.7.1. Cemetery Fee Waivers. Any or all of the fees associated with the operation of the Park City Cemetery may be waived by the Cemetery Sexton, however such consideration is focused on persons who provided exceptional community service or residents with proven financial hardship. Grave sites, located in the "veterans section" for Park City veterans, firemen and police officers will be provided free of charge, as well as fees for cemetery services. Family members wishing to be buried in this section of the cemetery will be charged for lots and services.

8.8. PARK PAVILLION RENTAL FEES. It is not mandatory that a fee be paid for the use of a park pavilion. However, those persons having reserved a pavilion and paid the reservation fee shall have the exclusive use to use that pavilion over others. Reservation fees for park pavilion use are as follows:

<u>Rotary and South-End of City Park Pavilions</u>	<u>Half Day</u>	<u>Full Day</u>
Residents within Park City School District	\$ 60.00	\$85.00 90
Non-residents/commercial +\$100 refundable cleaning deposit	\$125.00+	\$200.00+

8.9. MINERS HOSPITAL COMMUNITY CENTER FEES. This facility is located at 1354 Park Avenue. Reservation fees for use of the Miners Hospital Community Center are as follows:

- Group 1: Activities which are free and open to the public, or educational/informational.
- Group 2: Activities which are open for public participation but charge a fee for participation such as fundraisers, conferences or other promotional events.
- Group 3: Activities which are closed to the public such as private receptions, conferences or parties.
- Group 4: Activities which are held between the hours of 6:00 p.m. and 8:00 a.m.

Location	Group 1	Group 2	Group 3	Group 4
Miners Hospital 1 st Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour
Miners Hospital 2 nd Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour
Miners Hospital 3 rd Floor	Free	\$15/Hour	\$20/Hour	\$25/Hour
Miners Hospital Basemen	Free	\$15/Hour	\$20/Hour	\$25/Hour

Cancellation Policies for entire building reservations:

For two hour reservations, a \$25.00 handling fee will be charged for cancellations received less than one week prior to rental.

For half-day reservations, a \$50.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

For whole day reservations, a \$75.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

Notes:

****a** \$50.00 damage/cleaning deposit is required on all whole day rentals, refundable if the facility is left in satisfactory condition; full payment of all fees is due two weeks prior to the facility rental.

*****a** \$300.00 damage/cleaning deposit is required on all special events rentals, \$275 is refundable if the facility is left in satisfactory condition; full payment of all fees for special events is due 30 days prior to the date of the event.

8.10. PARK CITY LIBRARY ROOM RENTAL RATES

Park City Library Rooms are located at 1255 Park Avenue. The rates for the spaces are as follows:

- Group 1: Activities which are free and open to the public during library hours. Groups such as book clubs, support groups, government institutions, Library/City partners, HOAs, and other affiliated community organizations, as approved by the Library Director.
- Group 2: Activities during Library hours which are open for public participation but charge a fee for entry or activities which are closed to the public.
- Group 3: Activities which are outside of Library operating hours or promote or solicit business. This includes businesses that offer initial free services/consultations

/presentations, and then later charge a fee or contact attendees

Non-Profits: Receive one free contiguous rental of up to four hours per month, which may be split between multiple rooms within the Library's operational hours.

Location	Room	Occ.	Group 1	Group 2	Group 3 4	Non-Cleaning Fine
Library 1 st Floor	Entry Hall	43	Unavailable	Unavailable	\$300/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Entry Hall Patio	90	Unavailable	Unavailable	\$400/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Public Meeting Room 101	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	Study Rooms 1 - 8	3 - 6	Free	Unavailable	Free (Unavailable outside library hours)	\$20/hour, \$40 minimum
Library 2 nd Floor	Meeting Room 201	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	North Conference Room	12	Free	\$20/Hour	\$40/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	South Conference Room	12	Free	\$20/Hour	\$40 (unavailable outside Library hours)	\$20/hour, \$40 minimum
Library 3 rd Floor	Public Meeting Room 301	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Jim Santy Auditorium	516	Free	\$95/Hour	\$200/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Community Room	85	Free	\$75/Hour	\$150/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Kitchen	10	Free	\$30	\$40	\$20/hour, \$40 minimum

Santy Technology Fees:

Projection Fees: Users have two options for projection.

1 - Users may use the in-house technology at no additional cost. Users are responsible for scheduling a training to learn to use the equipment and facilitate use during their rental. Training must be scheduled at least one week prior to the rental date(s).

2 - Users may rent the Projection Booth and have a trained projectionist manage technology needs. The Projection Booth rents for \$500 per event rental (\$250 for Non-Profits), with a hired projectionist approved by the Park City Library. Projectionists have their own fee scale; Users pay projectionists directly. A list of approved projectionists is available upon request.

Lighting Fees: Stage lighting may be rented when approved by the Library Director or his/her designee. Any change in the direction of lighting must be made by a pre-approved vendor at the expense of the User. The User shall pay the vendor directly. Lighting must be returned to the original direction before vacating the rental. The Projection Booth and a projectionist must be reserved to utilize lighting.

Notes:

1. Advance reservations and standard lease agreement required, tenants included.
2. It is the responsibility of the User to review the *Park City Library Room Use and Rental Policy*.
3. Special parking arrangements may be required for events for more than 250 participants and guests.
4. All rates are subject to change without notice.
5. All deposits and fees are to be paid in advance.
6. Rental rates for auditorium equipment are calculated separately.
7. The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Library Director may, at her discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

SECTION 9. ICE ARENA AND FIELDS RENTAL FEE SCHEDULE.

9.1. Establishing User Fees. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council. Area rates apply to residents of Park City, Summit County and Wasatch County. Outside rates apply to requests outside Summit and Wasatch Counties.

Field Fees

Additional Restroom Cleaning \$30.00 per clean

<u>Ice Arena Admission Fees</u>	<u>Local Area Rates</u>	<u>Outside Area Rates</u>
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Youth = 6-17 year olds; Adult = 18 and over

Youth Resident Rate Honored for all Seniors (65+) and Military

Public Skate – 5 years & under	Free	Free
Public skate – youth & adult	\$6.00	\$10.00
Cheap Skate (includes skate rental)	\$6.00	\$10.00
Group Rates (20+) includes admissions & skates rental	\$6.00	\$10.00

School Rate – includes skate rental	\$6.00	\$10.00
Skate rental	\$4.00	\$4.00
Drop-in hockey - youth	\$8.00	\$12.00
Drop-in hockey - adult	\$10.50	\$14.00
Coached Drop-in Hockey – adult	\$12.50	\$16.00
Coached Drop-in Hockey – youth	\$10.00	\$13.00
Coffee Club Drop-in Hockey	\$5.00	\$5.00

*Goalies may play for free during Stick & Puck if they are available for others to shoot on and not in a lesson. Goalies can play Drop-in program for free if there is space available. The respective Drop-in hockey fee applies if the goalie is in a lesson or would like to reserve their spot.

Freestyle- 5 & Under, Only in lesson (punch card only) ~~\$5.00~~ \$50.00 ~~\$5.00~~ \$50.00

Freestyle-Youth	\$8.00	\$12.00
Freestyle-Adult	\$10.50	\$14.00
Drop-in Curling	\$20.00	\$24.00
Drop-in Broomball	\$14.00	\$18.00
Broomball Rental (individual)	\$3.50	\$3.50
Drop-in Skating Class	\$15.00	\$18.00
Off-Ice Programming:		
Strength & Conditioning, Ballet, Skate Treadmill	\$11.50	\$14.00
Visiting Coach Fee	\$16.00	\$16.00

Curling Instructor Fee \$50/per hour/per instructor

10 Session Punch Cards

Punch cards are available for Public Skate, Drop-in Hockey and Freestyle sessions at a discount equal to \$.50 per session. Punch card fees are adjusted to reflect the admission of residents and non- residents. Punch cards are also available for skate sharpening ~~and Coffee Club drop-in hockey program~~ with no discount simply, for convenience. Punch cards should be paid in full at the time of purchase. If the balance on a punch card is not paid in full within 7 calendar days (one week) a 10% late fee will be applied.

Annual Passes

Platinum (Freestyle, Off-Ice, Public Skate, Skate Sharpening)	\$4,500
Single Annual Payment	\$4,750
Semi Annual Payment	\$4,900
Bronze (Public Skate):	
Family (Up to 4 family members)	\$550
Additional Family Member	\$50
Adult	\$260
Youth (6-17 year olds/Senior +55 65 years)	\$190

Hourly Ice

Tax Exempt User Groups*/Employees	\$200
Local Rate	\$215

Camp	\$290
For-profit	\$325 \$375

**User Groups are defined as local, organized programs who rent weekly ice from the arena (minimum 25 hours per season).

Room Rental

Multi-purpose Rooms \$40/hr. (per room)
User Groups can use the Party Room for 24 hours at no cost, but rooms must be booked in advance.

Daily Facility Rental

~~The daily facility rental fee includes the use of the party rooms with the applicable hourly ice rate when eight or more hours of ice are rented in one day.~~

Birthday Parties

Basic Package	\$175
Super Star Birthday Package	\$300
Instructor	\$50/per 30 minutes

Equipment (per hour)

Broomball	\$50
Curling	\$25 \$50/hour/lane
Hockey (non-program rental)	\$10/week
Dividers	\$25

Cleaning Fee

Rentals 1-50 people	\$50
Rentals 51-100 people	\$100
Rentals 101+ people	\$200

Skate Services

Fees listed below are for services requested for 24 hours or more. An additional fee may be paid for services requested within 24 hours. Punch cards available for overnight services only. There is no discount for skate sharpening punch cards, they are available for convenience. Pre-payment is required for all skate sharpening.

Hockey Skate Sharpening	\$5.50
Goalie Skate Sharpening	\$6.50
Figure Skate Sharpening	\$7.50
Custom Radius	\$20.00
Figure Skate Sealing	\$30.00
Rivets Replacements	\$2.00 (ea.)
Figure Skate Blade Mounting (per pair)	\$25.00
Skate Fitting (without purchase)	\$20.00

Locker Rental (Annual Fee)

	<u>First Floor</u>	<u>Second Floor</u>
Regular Locker	\$180	\$130
Large Locker	\$210	\$160

Gate Fees

The Park city Ice Arena will take 25% of any gate fees collected for an event.

Vendor Fees

~~The Park City Ice Arena will charge a flat fee of \$50.00/day for any food, beverage or merchandise sold. Vendors are not permitted to sell products that are sold by the Park City Ice Arena.~~

Advertising Fees and Sponsorship Fees

Dasher Board Ads	\$800 -\$1,600
In-Ice Ads \$25/sq. foot	\$2,000
Speed Skating Pad Pockets	\$150
Wall Banners	\$2,500
Glass Decals	\$400
Program Sponsorship	Varies by program
Information Screen	\$150/month
Scoreboard Screen	\$150/month / \$1,500/year

Note: All user groups will receive a free dasher board ad on the east side to promote their activity. They can sell the ad, acknowledge their sponsors or promote their program.

9.2. Recreation Program Fees: The Park City Ice Arena offers a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated program costs.

9.3. Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Ice Arena Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

The City Manager will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action. Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the City Manager or the City Council.

9.4. Discounting Fees: The Ice Arena Manager may discount fees when:

- ~~1.~~ a. Offering special promotions designed to increase use.
- ~~2.~~ b. Trying to fill non-prime time.
- ~~3.~~ c. Introducing new programs or activities.
- ~~4.~~ d. Playing conditions are below standard due to weather or facility disrepair.

9.5. Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Ice Arena Manager may, at her discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

The Ice Arena is pleased to offer the Fee Reduction program as a means for individuals to apply for reduced costs associated with our youth programs. Not all programs are eligible for fee reduction. Applicants must be residents of Summit or Wasatch Counties and submit an application. ~~Program fees may be reduced up to 75% for a qualifying child. Each child may receive up to \$350 in reduced fees per fiscal year~~ Program fees may be discounted up to 75% off for students in the Park City School District who qualify for free

or reduced lunch. Fees may be discounted for specified youth and adult programs based on an individual's Average Median Income (AMI). Families qualifying for Fee Reduction may receive Public Skate admission and Skate Rental for a combined \$3.00 per person.

- 9.6 Establishing Fields User Fees: Fees shall be set at a level which ensures field quality and meets the objectives of the City Council. Resident rates apply to residents of Park City School District. Visitor rates apply to requests outside of the Park City School District Boundaries. In order to receive the resident rate a minimum of 75% of the participants must be residents of the Park City School District. A service charge of 2% will be applied to credit card charges over \$5,000.

FULL COMPLEX RATES						
	FULL DAY VISITOR	FULL DAY RESIDENT	HR/FIELD VISITOR	HR/FIELD RESIDENT	VISITOR TOTAL	RESIDENT TOTAL
PCSC Stadium SB	\$500	\$200	\$100	\$50		
PCSC Stadium	\$500	\$200	\$100	\$50		
SOC	\$375	\$200	\$100	\$50	\$1,600	\$1,000
PCSC multipurpose	\$1,000	\$500	\$200	\$100		
PCSC Sportexe	\$375	\$100	\$75	\$50		
PCHS BB	\$375	\$100	\$75	\$50		
PCHS SB	\$375	\$100	\$75	\$50	\$800	\$575
PCHS LL	\$375	\$250	\$100	\$50		
North 40 North	\$375	\$250	\$100	\$50		
North 40 South	\$375	\$250	\$100	\$50	\$500	\$350
City Park	\$375	\$250	\$100	\$50	\$375	\$250
PCHS Dozier	\$1,000	\$500	\$200	\$100	\$1,000	\$500
TMIS TMJHS	\$375	\$100	\$75	\$50	\$675	\$450
Stakeholder Fee					\$800	\$575

Non-exclusive Commercial Use of Outdoor Recreation Facilities

	Per Day	Season
Resident	\$50	\$300
Non-Resident	\$75	\$500

Volleyball Court Fees (per court)	\$30.00/hr. Res.	\$50.00/hr. NonRes
	\$120.00/day Res	\$200.00/day NonRes
(2 courts)	\$200.00/day Res	\$300.00/day NonRes
Stakeholder Fee	\$300.00/team/season - adult	
Additional Restroom Cleaning	\$30.00 per clean	
Additional Field Prep (Softball/Baseball)	\$95.00 per field	
Special Field Prep (Low grass Cut)	\$1,000.00 per field	
Field Set Up (Lacrosse, Soccer, Football)	\$200.00 per field	

Lights - PCSC & City Park \$20.00 per hr.

SECTION 10. MISCELLANEOUS FEES. The following fees are set to insure cost recovery and use fees for additional City services associated with but not limited to Special Event Permits and approved filming activity

10.1	<u>Fee for in lieu of providing public parking</u>	\$40,000.00 per stall
10.2	<u>Returned Check Charge:</u>	\$25.00
10.3	<u>News Rack Application and Permit</u>	\$50.00 per application \$75.00 per three-year permit
10.4	<u>Bleachers</u>	
	Bleacher Rental (per bleacher, per day)	\$53.00
	Bleacher Delivery and Pick Up (per event, all bleachers)	\$93.25
10.5	<u>Banner Installation</u>	
	Street Banner Installation-entire Main	\$648.70
	Street Banner Installation-every other Main	\$486.55
	Street Banner Installation-every 3rd	\$324.35
	Street banner Installation- Roundabout	\$346.65
	Street Banner Installation- Kearns	\$1,431.00 (Includes state permit, barricades and signage, required during install and takedown)
10.6	<u>Parks Clean Up, Labor and Equipment</u>	
	Pressure Washing (per hour, incl. operator)	\$47.70
	Pavilion Cleaning	\$157.95
	Trash Removal	\$33.90
	(public property only - not provided for private property)	
	Extra Trash Cans	\$6.75
	Trash Bags	\$2.10
10.7	<u>Public Safety</u>	
	Police Officer (per employee, per hour - four hour minimum)	\$75.00 Holiday
	(per employee, per hour - four hour minimum)	\$165.00
	Mobile Command Trailer (Placement, Day One, Removal)	\$250.00
	Mobile Command Trailer (each additional day)	\$100.00
10.8	<u>Parking Reservation Fees (Parking Department)</u>	
	Application Fee	\$22.25
	Main Street, Heber Avenue, Park Avenue (Heber to 9th St)	\$20.00
	Swede Alley Parking Space (per space, per day)	\$13.25
10.9	<u>Barricades (cost per barricade)</u>	
	Crowd Control Barricades	\$5.90
	Portable Electronic Sign/Message Board (per day)	\$151.20
	Temporary Signs (each)	\$18.50
	Street Barricades (per day)	\$1.40
10.10	<u>Dumpsters</u>	
	8 Yard (delivery + haul off fee)	\$210.00
	30 yard (delivery + haul off fee)	\$210.00

Landfill fee for 30 yard dumpster (per ton)	\$35.00
---	---------

10.12 Streets Equipment and Materials Equipment (2

hour min. - billable rate is portal to portal,
cost includes operator, fuel, maintenance)

Large Loader (per hour, 1 staff)	\$103.20
Small Loader (per hour, 1 staff)	\$71.95
Street Mechanical Sweeper (per hour, 1 staff)	\$150.60
Unimog with Snow Blower (per hour, 1 staff)	\$180.20
Unimog Snowplow (per hour, 1 staff)	\$88.35
Loader with Blower (per hour, 1 staff)	\$218.65
1 Ton Truck with dump (per hour, 1 staff)	\$54.15
2 Ton Truck with dump (per hour, 1 staff)	\$86.55
Bucket Truck (per hour, 2 staff)	\$117.65
Skid Steer (Cat 262 - per hour, 1 staff)	\$55.90
Add Grinder	\$7.60
Add Snow Blower	\$6.35
Backhoe (per hour, 2 staff)	\$98.75
Air Compressor (per hour, 1 staff)	\$42.00
Graffiti Truck (per hour, 1 staff)	\$75.05

10.13 Materials

Salt (per ton)	\$45.00
Road base (per ton)	\$18.00
Sand (per ton)	\$16.00
Cold Patch (per ton)	\$90.70
Hot Mix (per ton)	\$66.95

10.14 Personnel (total compensation per employee, per hour, during regular business hours)

Parks Department (PCMC Parks employee)	\$38.50
Streets Department (Streets employee)	\$38.50
Special Events Department (staff)	\$42.25
Cleaning Labor – restrooms, buildings and other (contract labor)	\$28.00

10.15 Special Event Application Fee (Processing and Analysis)

Level Five Event	\$640.00
Level Four Event	\$320.00
Level Three Event	\$160.00
Level Two Event	\$ 80.00
Level One Event	\$ 40.00
First Amendment Event	\$ 40.00
Film Permit Application Fee	\$ 80.00

As according to section 4-8-9, Fee Reduction requests for Special Events will be reviewed twice a year. All event fee reduction requests must be submitted to the Special Events Department prior to the application deadlines:

- (1) October 1st – Events occurring between January 1st and June 30th.
- (2) April 1st – Events occurring between July 1st and December 31st.

Fee reduction applications received outside of the normal application process may be

considered for reductions but must demonstrate an immediate need for reduction and provide justification as to why the application was not filled within the specified deadline.

10.16 Public Parking Lot Use Rates for approved Events:

All lot fees are for approved permitted Special Events only. Regular parking rates apply at all other times.

Brew Pub Lot – Upper Lot	\$240.00 per day
Brew Pub Lot – Lower Lot	\$105.00 per day
North Marsac Lot	\$ 50.00 per day
Swede Alley Surface Lot	\$ 50.00 per day
Swede Alley Wall Lot	\$ 50.00 per day
Flag Pole Lot	\$ 50.00 per day
Sandridge lot – Upper/Lower	\$ 50.00 per day/ per lot
Quinn's Sports Parking Lots 1, 2, 3	\$ 50.00 per day/ per lot
Mawhinney Parking Lot	\$ 50.00 per day
Library Parking Lot – Partial Use Only	\$ 50.00 per day

10.17 Trail Use Fees

Trail Use Fee and Deposit Schedule

ACTIVITY	NUMBERS	LOCAL NON-PROFIT	OUT OF AREA NON-PROFIT	LOCAL PROFIT	OUT OF AREA PROFIT
Mountain Biking	30-350	1% x \$150 x number of participants	2% x \$150 x number of participants	1.5% x \$150 x number of participants	3% x \$150 x number of participants
Cross Country Skiing*	30-350	.5% x \$150 x number of participants	1% x \$150 x number of participants	1% x \$150 x number of participants	1.5% x \$150 x number of participants
Triathlon*	30-350	1.5% x \$150 x number of participants	2.5% x \$150 x number of participants	2% x \$150 x number of participants	3.5% x \$150 x number of participants
Running/Walking/Snowshoe*	30-500	.5% x \$150 x number of participants	1% x \$150 x number of participants	1% x \$150 x number of participants	1.5% x \$150 x number of participants
Other (Events that may propose significant impacts to the system)	TBD	TBD	TBD	TBD	TBD

If Council approves additional participation above a capped quota of participants, add \$2.00/participant in addition to fees provided below.

*All winter events that propose to use the winter trails system may be subject to a grooming fees of \$30.00/hr. This fee may include pre-event preparation of the trails and post event maintenance of the trails.

10.18 Credit Card Transaction Fees

Effective July 1, 2019, there will be a 2.00% service fee for all non-utility credit card payments equal to or greater than \$5,000.

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Mike McComb

Submitting Department: Executive

Item Type: Resolution

Agenda Section:

Subject:

Consideration to Approve Resolution 15-2019, a Resolution Adopting the Park City Comprehensive Emergency Management Plan (CEMP)
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[CEMP Staff Report](#)

[Attachment A: CEMP 2019](#)

[Attachment B: CEMP Resolution](#)



City Council Staff Report

Subject: Comprehensive Emergency Management Plan Adoption
Author: Mike McComb, Emergency Program Manager
Department: Executive
Date: June 20, 2019
Type of Item: Administrative

Summary Recommendation

Staff recommends that the City Council review the amended 2019 Comprehensive Emergency Management Plan (CEMP), hold a public hearing, and adopt by resolution the CEMP in order to continue compliance with existing Federal and State requirements and standards.

Executive Summary

- The City's CEMP requires formal annual adoption by Council in order to remain compliant with the National Incident Management System (NIMS) requirements, and to be eligible for Emergency Management Program Grant (EMPG) funding and/or Public Assistance (PA) reimbursements through the Federal Emergency Management Agency (FEMA).
- The current CEMP was originally adopted in August of 2007 and has been re-adopted annually, including any changes, every year since then. As in previous years, Resolution 14-2018 requires all amendments to the CEMP to be ratified by the City Council within one year.
- The Emergency Program Manager (EPM) in conjunction with the Emergency Management Group (EMG) has amended the CEMP with minor updates and revisions to better outline the City's response to emergencies and disasters while complying with current Federal and State regulations.

The Problem and Opportunity

Without formal adoption of a CEMP, the City is ineligible for certain Federal grants and Federal disaster Public Assistance (PA) reimbursements following an emergency. Further, NIMS compliance has become a *de facto* requirement for other Federal assistance and grants. State assistance to municipalities through the Utah Division of Emergency Management (DEM) is also available with approved emergency management plans, required training, an assigned Emergency Manager, and CEMP adoption. The City continues to receive FEMA/State Emergency Management Performance Grant (EMPG) funding because we have an Emergency Manager and continue to meet State and Federal requirements. We will continue to apply for available EMPG grants as they become available.

Background

- The Robert T. Stafford Disaster Relief and Emergency Assistance Act (the Stafford Act), as amended (42 U.S.C. §§ 5121 et seq.) and Section 662 of the Post Katrina Emergency Management Reform Act of 2006, as amended (6 U.S.C. § 762), authorize non-disaster (ND) Federal preparedness grants to all 56 U.S. States and territories, administered by the Federal Emergency Management Agency (FEMA).
- Park City Municipal Corporation (PCMC), through DEM, has successfully applied for and received annual non-disaster grant funding through FEMA's EMPG Program since 2008. This funding is provided at a 50-50 level, meaning for every Federal dollar received through DEM, the City funds an equal amount.

- PCMC received disaster PA funding in 2011 due to flooding in Summit and surrounding counties.

Analysis

This year, there are a few updates required for the CEMP:

Nature of the Change	Page Affected
Update required NIMS training for staff	Appendix E
Update Multi-Year Training & Exercise Plan for 2019-2021	Appendix E
Update new version of IS-100.c (reflecting most recent changes to NIMS and implementation), with Public Works, Schools, and Utilities-specific documents	Appendix F
Update Contact and Resource Lists	Appendix H
Update Employee Contact List	Appendix I
Update FEMA course information	Appendix J
Minor edits to Emergency Operations Center Standard Operating Procedures	Appendix K

In addition to the basic plan, seventeen (17) Appendices lay out the details of Mitigation, Preparedness, Response, and Recovery. The basic CEMP (Attachment A) is provided for your review and adoption, in order to meet State/Federal NIMS requirements. The resolution to readopt the CEMP is Attachment B.

The various appendices exceed 800 pages, and are not included with the CEMP, but are available to Council for review. Some appendices are protected documents under UCA 63-2-304 and UCA 62-2-106 due to personnel and security contents.

Alternatives for City Council to Consider

1. Recommended Alternative:

A. Adopt by Resolution the 2019 Comprehensive Emergency Management Plan, as amended

Pros:

- Ensures continued National Incident Management System (NIMS) compliance, required for receipt of EMPG and disaster PA funding.
- Updates existing policy.
- Ensures the City remains in compliance with existing regulatory requirements.
- Ensures continued functioning of the City's emergency management (EM) program for the protection of the community, residents, visitors, and staff, as well as assets and resources.

Cons: None.

Consequences of Selecting This Alternative: The City's CEMP is updated and PCMC continues to receive funding for the EPM through Federal grant money. The City EPM maintains standard and improved operating levels and capabilities.

Department Review

Emergency Management, Legal, and Executive

Funding Source

Funding for the PCMC emergency management program is provided through four general fund accounts and one capital improvement fund (CIP) account as approved by the City Council.

Attachments

- A 2019 CEMP as amended
- B. A RESOLUTION ADOPTING THE PARK CITY COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN (CEMP)



PARK CITY MUNICIPAL CORPORATION

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP)

June 2019~~2018~~

Re-adopted 6/20/2019~~21/2018~~

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APPENDICES (provided under separate covers)

- Appendix A. Park City Municipal Code - Emergency Management & Responsibilities
- Appendix B. State of Utah Code Annotated 1953 - Title 53 – Emergency Management Act
- Appendix C. Hazard Identification and Vulnerability Analysis Worksheets and
Emergency/Disaster Action Plans (HIVA/EAP) (Protected*)
- Appendix D. Emergency Preparedness for City Facilities (Protected*)
- Appendix E. Training, Implementation and Exercise Plan
- | Appendix F. Incident Command SystemStructure (ICS)
- Appendix G. Mutual Aid Agreements
- Appendix H. Resource List and Contracts
- Appendix I. Employee Contact List (Protected*)
- Appendix J. Available FEMA Training Courses
- Appendix K. Emergency Operations Center (EOC) (Protected*)
- Appendix L. Emergency Support Functions (ESF) (Protected*)
- Appendix M. Community Preparedness Information and Plan
- Appendix N. Acronyms and Glossary
- Appendix O. Form and Log Templates
- Appendix P. Emergency Manager (EM) Notification Procedure
- Appendix Q. Standard Operating Procedures (SOP) in Support of ESF (Protected*)

* Some parts or all of these appendices are Private or Protected pursuant to UCA - 63-2-304 and UCA 62-2-106



Resolution No. ~~XX15-2019~~2018

**A RESOLUTION ADOPTING THE PARK CITY COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN (CEMP)**

WHEREAS, the purpose of the CEMP is to develop a comprehensive emergency management program that will provide a system to mitigate the effects of an emergency or disaster, preserve life, respond during emergencies, provide necessary assistance, and establish a recovery system, in order to return the community to its normal state of affairs; and

WHEREAS, this plan attempts to define clearly the roles and responsibilities of each department and function within the City organization by providing guidance in accomplishing the objectives of this plan with lists of guidelines, plans, assessments and resources; and

WHEREAS, on February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD) - 5 *Management of Domestic Incidents*, which directs the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS) and the directive also requires Federal Departments and agencies to make adoption of the NIMS by State, Tribal and local organizations a condition for Federal preparedness assistance beginning in Federal FY 2005; and

WHEREAS, certain State and Federal disaster reimbursements require local jurisdictions to adopt and train in a CEMP, NIMS and Incident Command Systems (ICS); and

WHEREAS, certain Federal grant programs now require an adopted CEMP; and

WHEREAS, the City Manager and the Emergency Management Group (EMG) have reviewed the updated Comprehensive Emergency Management Plan with all of its attachments as periodically amended by the EMG and recommends adoption by the City Council; and

WHEREAS, the City Council deems it in the best interest of Park City Municipal Corporation to formally adopt them;

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

SECTION 1. ADOPTION. The Comprehensive Emergency Management Plan, dated June ~~20, 2019, 2018~~ attached hereto, along with all appendices and compendiums as periodically amended by the City Manager, are hereby adopted, to replace any and all others previously adopted. Any amendments approved by the City Manager shall be effective for not more than one year unless ratified by the City Council.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect upon adoption.

PASSED AND ADOPTED this ~~20th~~^{21st} day of June, ~~2019~~²⁰¹⁸

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, Mayor

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark Harrington, City Attorney



Resolution No. 23-07

**A RESOLUTION ADOPTING THE USE OF THE NATIONAL INCIDENT
MANAGEMENT SYSTEM (NIMS)**

WHEREAS, natural and man-made disasters may occur in any part of Park City, and;

WHEREAS, Utah State Code Title 63, State Affairs in General, Chapter 5a, Disaster Response and Recovery outlines authority, and;

WHEREAS, Park City is responsible to respond to emergency incidents as well as disasters with local responders, i.e. Law Enforcement, Fire, Emergency Medical Services, Public Services, and other such departments and divisions that might be required, and;

WHEREAS, City departments may be called to respond to and/or assist in response and/or recovery from the effects of emergency incidents and disasters, and;

WHEREAS, Park City is committed to achieving a system that will provide a consistent approach for local, state and federal governments to work effectively and efficiently together to prevent, prepare for, respond to and recover from domestic emergency and disaster incidents, regardless of cause, size or complexity, and;

WHEREAS, The Homeland Security Presidential Directive (HSPD-5) requires federal departments and local jurisdictions to adopt the National Incident Management Systems (NIMS), and;

WHEREAS, in times of disaster, local and state agencies work closely with federal agencies, and;

WHEREAS, NIMS provides a consistent nationwide template for all agencies to work together to prevent, prepare for, respond to and recover from all hazards, and;

WHEREAS, as a condition for federal preparedness assistance, beginning in federal Fiscal Year 2005, local organizations are mandated by HSPD-5 to adopt NIMS as the model for incident management in times of disaster;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Park City, Utah as follows:

SECTION 1. ADOPTION. Park City Municipal Corporation hereby adopts the National Incident Management System (NIMS) to be used by all City departments in response to all incidents and/or disasters within Park City.

SECTION 2. EFFECTIVE DATE. This resolution shall take effect upon adoption.

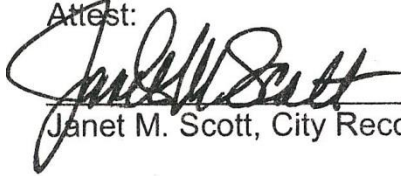
PASSED AND ADOPTED by the City Council this 9th day of August, 2007.

PARK CITY MUNICIPAL CORPORATION



Mayor Dana Williams

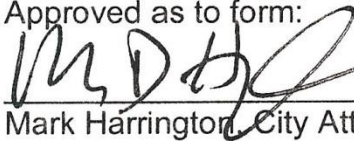
Attest:



Janet M. Scott, City Recorder



Approved as to form:



Mark Harrington, City Attorney

**Park City Municipal Corporation
Comprehensive Emergency Management Plan**

Record of Changes

| Pursuant to Resolution ~~XX15-2019~~¹⁴⁸, the City Manager may approve amendments to the Comprehensive Emergency Management Plan (CEMP), which shall remain in effect for up to one year or until permanently ratified by the City Council.

Nature of Changes	Date of Change	Pages Affected	City Manager's Signature
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PARK CITY MUNICIPAL CORPORATION

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP)

PURPOSE

The purpose of the Park City Comprehensive Emergency Management Plan (CEMP) is to develop a comprehensive emergency management program that will provide a system to mitigate the effects of an emergency or disaster, preserve life, respond during emergencies, provide necessary assistance, and establish a recovery system in order to return the community to its normal state of affairs.

This plan attempts to define clearly the roles and responsibilities of each department and function within the City organization by providing guidance in accomplishing the objectives of this plan with lists of guidelines, plans, assessments and resources.

CONCEPT & PRINCIPLES

On February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD) - 5 *Management of Domestic Incidents*, which directs the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). This plan utilizes the tenants of NIMS, including the Incident Command System (ICS), as the basis for operations and to the level the various tenants apply to local government. In adopting this CEMP, Park City Municipal Corporation also adopts NIMS and ICS as required in HSPD-5.

It is the responsibility of Park City government to undertake comprehensive emergency management planning in order to protect life and property from the effect of an event prompted by natural or man-made occurrences. Local government has the primary responsibility of emergency management activities. When the emergency exceeds the local government's capabilities to respond, assistance will be requested from Summit County, and then the State of Utah. The Federal Government will provide assistance to the State when appropriate.

This plan is based upon the concept that the emergency functions for City departments, functions or groups will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases.

Day-to-day functions that do not contribute directly to the emergency response or operations may be suspended for the duration of the incident. The efforts that would normally be required for those functions will be redirected to accomplish the emergency response tasks.

A CEMP should be concerned with all types of emergency situations. It is more than an operational plan and it accounts for activities before, during and after the emergency operations. While the City has a plan as outlined herein, we realize that we may not have adequate resources to carry out all phases of the plan depending on the size and type of a specific emergency or disaster. The following are the four phases of a CEMP:

Phases of Emergency Management

1. Mitigation: Mitigation activities are those ~~which~~^{that} eliminate or reduce the probability of an occurrence. Actions accomplished before an event to prevent it from causing a disaster, or to reduce its effects if it does, save the most lives, prevent the most damage, and are the most cost effective. City departments will enforce all public safety mandates including land use management and building codes; and recommend to governing bodies legislation required to improve the emergency readiness of the City. These activities also include long-term efforts that lessen the undesirable effects of unavoidable hazards.
2. Preparedness: Preparedness activities develop the response capabilities needed if an emergency arises. Preparedness consists of almost any pre-disaster action that is assured to improve the safety or effectiveness of disaster response. Preparedness consists of those activities that have the potential to save lives, lessen property damage, and increase individual and community control over the subsequent disaster response. Emergency/Disaster Action Plans spell out the scope of activities required for community response. Departments/agencies shall ensure that employees are trained to implement emergency and disaster procedures and instructions. Departments/agencies shall validate their level of emergency readiness through internal drills and participation in exercises selected by the Emergency Program Manager (EPM). Other government jurisdictions within and outside the city boundaries shall also participate in these exercises. Exercise results shall be documented and used in a continuous planning effort to improve the city's emergency readiness posture. In addition to the ongoing training and education of City employees and elected officials in the CEMP, local citizens and businesses shall also be educated on their responsibilities in preparing for an emergency.
3. Response: Response is the actual provision of services during the incident or crisis. These activities help reduce casualties and damage and speeds recovery from the incident. The active use of resources to address the immediate and short-term effects of an emergency or disaster constitutes the response phase and is the focus of department/agency Emergency/Disaster Action Plans. They include emergency and short-term medical care, return of vital life-support systems to minimum operating conditions, mass communications, evacuations and initial damage assessment. When any department/agency within the city receives information about a potential emergency or disaster, it will conduct an initial assessment, determine the need to alert others, and set in motion appropriate actions to reduce risk and potential impacts. Emergency response activities will be described in department/agency Emergency/Disaster Action Plans and may involve activating the Emergency Operations Center (EOC) for coordination and support of the Incident Command System (ICS). Departments/agencies will strive to provide support to warning and emergency public information, save lives and property, supply basic human needs, maintain or restore essential services, and protect vital resources and the environment.

4. Recovery: Recovery is both a short-term and long-term process. They involve detailed damage assessments, complete restoration of vital life-support systems, financial assistance, and long-term medical care. There is no definite point at which response ends and recovery begins. However, generally speaking, most recovery efforts will occur after the emergency organization is deactivated and departments/agencies have returned to pre-disaster operation, and will be integrated with day-to-day functions. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent incident. Examples of recovery actions would be: provision of temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas.

OBJECTIVES CONTAINED WITHIN THE CEMP

1. Defines clearly the roles and responsibilities of key members of City staff, City departments or functions and elected officials, in order to mitigate, prepare for, respond to, and recover from the effects of any major emergency or disaster.
2. Establishes and defines roles and responsibilities within NIMS and ICS, as required by law.
3. Ensures that essential City services are maintained during an emergency or disaster.
4. Outlines the cooperative efforts between the City, the County, other governmental subdivisions and the State in response to an emergency or disaster.
5. Provides the necessary Mitigation, Preparedness, Response, Recovery, Mutual Aid, Action Plans, Hazard Identification, Risk Assessment, Emergency Support Functions, Resource Lists, Contact Lists and documents in appendices and compendiums to accomplish the activities laid out in this CEMP.

CHAPTER 1 – Authority

Emergency Authority

A compendium of existing local and state legislation pertaining to emergency management and authority are shown in Appendices A and B.

Mayor

Statutory Authority

The Mayor, as outlined in City Code 2-2-3, shall be the chief executive of the City. He/she shall be recognized as the head of the City government for all ceremonial and legal purposes, and he/she shall execute and authenticate legal instruments requiring his/her signature as such official. Further, the Mayor has emergency powers as set out in UCA 53-2a-205. The Mayor heads the Emergency Policy Council.

Proclamation of Local Emergency

In the event of or threat of, as disaster, attack, internal disturbance, natural phenomenon, or technological hazard, the Mayor may proclaim a state of “Local Emergency” under UCA 53-2a-208.

Appointment of Special Police

Under City Code 2-4-12C, the Mayor may upon any emergency, riot, pestilence, invasion, or at any time he shall deem necessary for the peace, good order, or health of the City, order the Chief of Police to appoint special policemen for a specified time.

City Council

Emergency Ordinances

Emergency ordinances, as outlined in City Code 2-3-7C, may be enacted by City Council for the preservation of public property, health, peace or safety. Further, the City Council may authorize expenditures for an emergency in excess of the budget as outlined in UCA 10-6-129.

Emergency Interim Successors

The City Council and Mayor shall annually set out Emergency Interim Successors for Local Officers as set out in UCA 53-2a-807 (see also Continuity of Government Operations - Succession of Command).

City Manager

Statutory Authority

The City Manager is the Chief Administrative Officer of the City as defined in City Code 2-4-1 and will administer all affairs of the City as directed in City Code 2-4-3 A through M. In

the absence of the Mayor, the City Manager may proclaim a state of “Local Emergency” as provided for in City Code and UCA 53-2a-203.

Administrative Authority

The City Manager or his/her designee or successor, as Chief Administrative Officer shall administer all emergency or disaster operations as outlined in the CEMP, including but not limited to EOC Operations Commander, Unified Commander (UC), Area Commander (AC) and/or Incident Commander (IC).

City Attorney

Statutory Authority

The City Attorney shall be the legal representative of the City and he or she shall advise the Mayor and Council and City officials in matters relating to their official powers and duties and perform such other duties as the Mayor and Council may prescribe by ordinance, resolution or otherwise as outlined in City Code 2-4-10 .

Chief of Police/Deputy Fire Marshal

Statutory Authority

The Chief of Police shall direct the police department in the enforcement of all the laws of the City and all statutes of the State of Utah applicable to the City as outlined in City Code 2-4-12, 6-3-6 and 11-9-2, including evacuation orders. The Chief of Police shall also serve as the City’s Deputy Fire Marshal.

Emergency Program Manager

Administrative Authority

The Emergency Program Manager (EPM), also sometimes known as the Emergency Manager (EM) is hereby appointed by the City Manager to act as the City’s designated manager to be involved in all areas of emergency management for the City. His or her responsibilities include: maintenance; the keeping of the CEMP with all of its appendices (which must be updated annually); establishing and maintaining the City's state and federal NIMS compliance in the FEMA database; serving as Emergency Operations Center (EOC) manager; establishing, maintaining, establishes, maintains and participatingparticipates in the training of all City staff in emergency preparedness and response; helpinghelps set City building preparedness and response to building specific emergencies; identifyingidentifies and analyzinganalyzes potential hazards to the community and the City's response; serving as liaison to the Summit County Emergency Manager and Region 2 of the Utah Division of Emergency Management; participatingparticipates in individual incidents as a coordinator and review officer; and in conjunction with the Community Engagementand Public Affairs Manager, setting-sets up citizen and business emergency preparedness programs. The EPM works with a policy and review body called the Emergency Management Group (EMG). The City Manager may reassign the responsibilities of EPM at any time ~~with or without cause~~.

Community Engagement Manager

Administrative Authority

The Community Engagement Manager is hereby appointed by the City Manager to act as the City's designated Public Information Officer (PIO). The City Manager may reassign the responsibilities of the PIO at any time, ~~with or without cause.~~

Chief Building Official/Chief Fire Official

Statutory Authority

The Chief Building Official shall be responsible for the enforcement of the building codes, and all other such codes as adopted by the City and as outlined in City Code 6-1-2, 6-3-6, 11-2-2, 11-2-3 and 11-9-1.

CHAPTER 2 – Organization

Departments within the City will have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining its own emergency management procedures with assistance from the Emergency Manager and in ~~accordance~~ concordance with the CEMP. Departments will prepare plans, forms, documents, and procedures to carry out their missions as outlined in the CEMP. Specific responsibilities for some departments may be outlined within the ~~CEMP plan~~ and/or ~~its appendices in the appendix sections~~.

Emergency Management Group (EMG)

An Emergency Management Group (EMG) has been established to assist in the preparation of the CEMP, make periodic reviews and amendments, provide assistance and direction to the Emergency Program Manager (EPM) and assist departments with their components and implementation of the CEMP. The EPM is Chair of this group and the Police Chief is the Vice-Chair.

The Emergency Management Group (EMG) members are:

1. City Manager – Operations Commander
2. Assistant City Manager
3. Emergency Program Manager (EPM) - Chair
4. Community Engagement Manager (PIO)
5. Information Technology Director
6. Chief of Police – Vice Chair
7. City Attorney
8. Public Works ~~Directors~~ Director
9. Chief Building Official
10. City Engineer
11. Outside Agency and other members (as decided by the City Manager)

The Committee will ensure that emergency policies, activities, and resources, are coordinated among the City departments. On no less than an annual basis, the EPM will hold an EMG policy review meeting, ~~;~~ make necessary CEMP amendments, and hold a training session for ~~the~~ Committee members and ~~the~~ elected City officials.

At least twice annually, The EPM will also facilitate ~~on at least a bi-annual basis a~~ City ~~-~~wide emergency response exercises ~~field training exercise or table top training exercise~~ to evaluate this plan, its components, and the individual department's emergency management procedures.

Departmental Emergency Management

Under the direction of each City department manager or designee, each department will educate its employees on the CEMP and how it impacts their department, including individual and department roles and responsibilities, specific facility action plans, and ~~they will~~ conduct regular training to meet the requirements of the CEMP. Further, training in the ICS will be

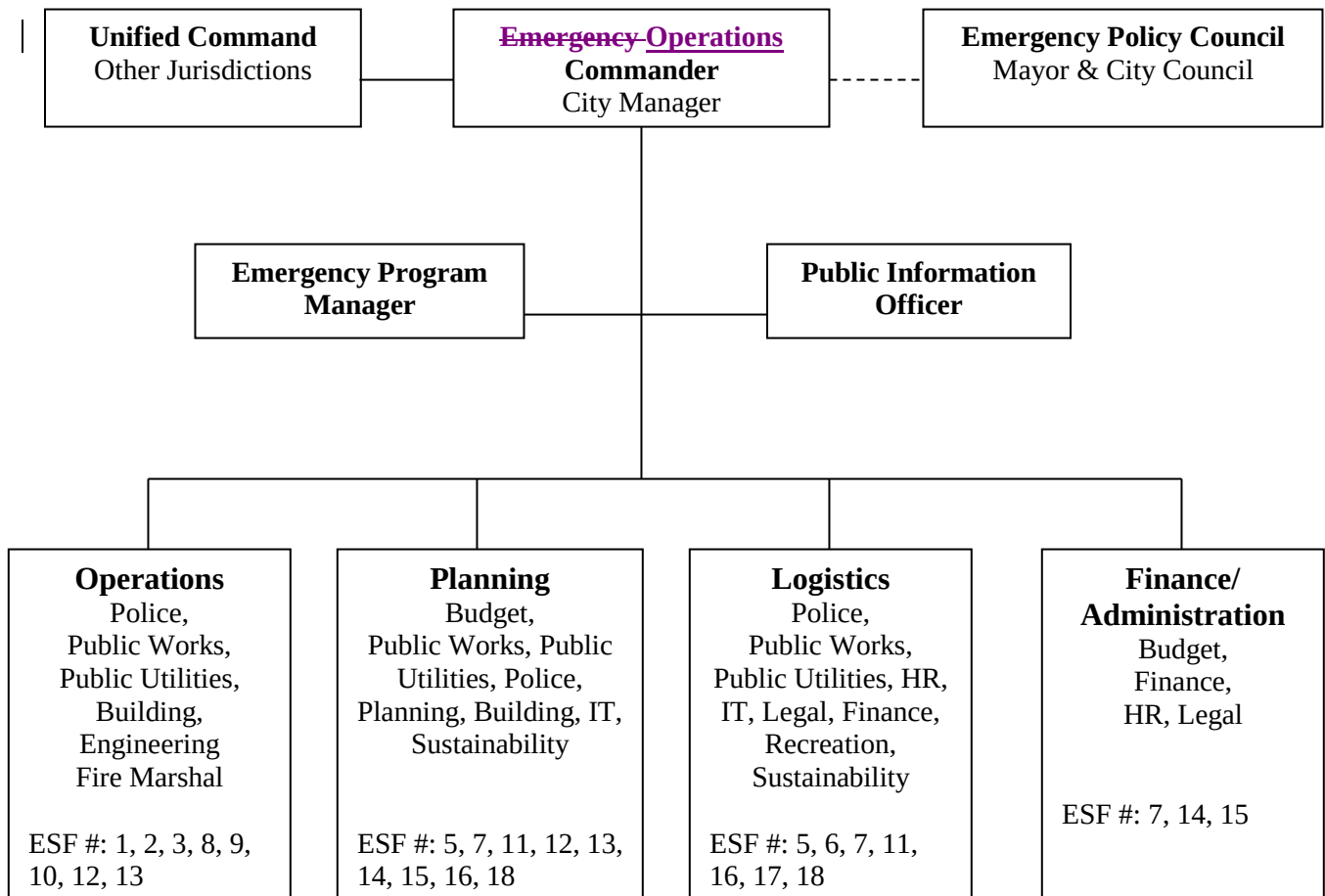
conducted at all levels, including the need to complete tasks while under the supervision of an Incident Commander who may not be a regular supervisor. An outline of FEMA training required for various line and supervisory levels of City staff are outlined in Appendix E and F.

Direction and Control

The final responsibility for all emergency management belongs to the City Manager, a member of the Emergency Management Group (EMG) and Operations Commander. The EMG is responsible for all policy level recommendations and changes. The City Council shall adopt by resolution the CEMP and ~~compliance with the federal~~ NIMS, including all appendices and compendiums that encompass the total plan as periodically amended by the EMG. During response operations, elected ~~official~~official(s) will be available to, interact with constituents and forward community concerns, provide emergency policy direction, enact emergency legislation, provide for funding, and provide designated public information in conjunction with the Public Information Officer (PIO) and/or other duties as agreed upon with the Operations Commander

The EPM has responsibility for coordinating the entire emergency plan and response program, and makes all routine decisions for this committee. During emergency operations, the EPM ensures that the policy and coordination of all groups are working in concerted, supportive effort to overcome the emergency.

CEMP Organizational Chart



Continuity of Government Operations

Succession of Command

1. The line of succession of the City Manager as the Operations Commander is to the Assistant City Manager, the Chief of Police, and then to the Emergency Manager. In the event the Emergency Manager assumes the Operations Commander position, he/she will be replaced by a trained Acting Emergency Manager.

The line of succession of the City Manager for his/her position as City Manager, i.e. appointment of an Acting City Manager, is to the Assistant City Manager, the City Attorney and then the Chief of Police. An Acting City Manager may not serve as Emergency Manager or Acting Emergency Manager at the same time.

2. The line of succession of each City department is according to the operating procedures established by each department and should be no less than three deep.
3. The line of succession of the Mayor is to the Mayor Pro Tempore, to the Alternate Mayor Pro Tempore, and then to the most senior member of the City Council.
4. The line of succession of the City Council shall be governed by Park City Municipal Code 2-2-9. In the event a majority of Council members are unavailable or unable to fill vacancies by appointment, then emergency interim succession is pursuant to UCA 53-2a-807.

Preservation of Records

1. In order to develop after-action reports, all messages and logs will be maintained and submitted to the EPM immediately after deactivating emergency operations.
2. Documentation of emergency response actions is required for the following:
 - a. Accounting/reimbursement
 - b. Response action improvement
 - c. Possible legal action

Administrative Items

Emergency Authority

1. A compendium of existing state legislation pertaining to emergency management are shown in ~~Appendices~~Appendix A and B.

Mutual Aid/Automatic Aid

1. Should local government resources prove ~~to be~~ inadequate during an emergency operation, requests ~~will be made~~ for assistance from other local jurisdictions and higher levels of government will be made according to existing or emergency

negotiated mutual aid/automatic aid agreements and memorandums of understanding entered into by duly authorized officials, and ~~will be~~ formalized in writing whenever possible. See Appendix G.

Consumer Protection

1. Consumer complaints pertaining to alleged unfair or illegal business practices will be referred to the State Attorney General's Consumer Protection Division.

Accounting for Resources, Costs and Losses

In an emergency, proper accounting of costs and losses is required for insurance ~~and/or~~ federal disaster assistance reimbursements. Care should be taken to ~~record~~include all direct and indirect costs. Park City will use accounting methods in accordance with federal guidelines. The required documentation will be forwarded to appropriate state and federal agencies.

Incident Command System (ICS)

The Incident Command System is one of the key organizational systems of the National Incident Command System (NIMS). The ICS provides overall management at the incident site. The Incident Commander develops a management structure based on the needs of the incident. All appropriate elected officials, department heads, managers, supervisors and line personnel shall be trained in the ICS. See Appendices E and F.

Plan Development and Maintenance

If a plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. The Emergency Program Manager (EPM) and members of the Emergency Management Group (EMG) will brief appropriate public/private sector officials in emergency management operations of this plan in particular.

The plan shall be updated at least once every year. Training for all employees and elected officials shall be ongoing.

CHAPTER 3 – Procedures and Operations

Emergency Levels

During an emergency situation, a timely and well-documented system of assessing the damage experienced or expected is crucial for determining appropriate response actions, alleviating victim suffering and hardship, managing resources effectively, and planning future hazard mitigation activities.

When carrying out the Comprehensive Emergency Management Plan, the transition from normal operations to emergency ~~operations~~~~operation~~ must be orderly. To achieve unified response operations, it is important that all departments have a common definition and status of emergencies. These defined levels of an emergency provide a transition from normal operating posture to full alert and provide for coordination with other agencies. When responding to emergencies, the following apply:

Level III: NO OUTSIDE ASSISTANCE NECESSARY

An emergency that poses a threat to life, property, or the environment and where ample local resources exist. The responding department(s) handles the incident with on-duty resources and notifies the City Manager or his/her designee via department notification protocols.

Level II: ENHANCED RESPONSE REQUIRED

An emergency of a greater hazard, which poses a threat to life, property, or the environment, and requires coordination between more than one City department. Park City personnel handle the emergency with City resources, mutual aid, and resource sharing. Once a Level II emergency is in effect, any request for assistance or resources from the on scene Incident Commander will take precedence over other daily activities. Incident Commanders responding to Level II emergencies will notify the City Manager or his designee via department notification protocols. If needed, request for EOC activation may be made by responding Incident Commander(s), involved department chiefs or department heads, the City Manager, or the Emergency Program Manager.

Level I: MAJOR INCIDENT

An emergency involving a catastrophic incident. The incident may result from a natural or man-made disaster such as earthquake, flood, fire, terrorism, etc. The incident may result in an immediate threat to persons, property, or the environment and requires the resources of the entire City, including government, private, and outside assistance. The Mayor or designee may issue a formal declaration of emergency.

During response operations, responders maintain the principle of centralized control and decentralized execution. All response actions are in harmony and orchestrated by legal authority from the Emergency Operations Center.

As City departments, agencies, and non-governmental organizations progress from normal operations to an emergency posture, they go through the response conditions outlined below in accordance with the emergency level. For example, a locally-occurring Level II incident would initially require Response Condition II.

Response Conditions

Response Condition - III: NO OUTSIDE ASSISTANCE NECESSARY

1. Monitor the situation regularly.
2. Review applicable plans and Standard Operating Procedures.
3. Review the status of all equipment and supplies.
4. Notify the City Manager and key personnel.

Response Condition II: ENHANCED RESPONSE REQUIRED

1. The Emergency Operations Center may be activated as needed with partial staffing.
2. Notify City Manager and key personnel.
3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented.
4. Place personnel on standby status as needed.

Response Condition I: MAJOR INCIDENT

1. Place Emergency Operations Center on full staffing.
2. Bring equipment and supplies to full operational status.
3. Recall personnel as necessary.
4. Freeze supplies and resources and commit them to the emergency as needed.
5. Notify the County and the State

Incident Levels	Response Conditions		
	Response Condition III: NO OUTSIDE ASSISTANCE NECESSARY	Response Condition II: ENHANCED RESPONSE REQUIRED	Response Condition I: MAJOR INCIDENT
Level I: MAJOR INCIDENT A catastrophic incident resulting from a natural or man-made disaster such as earthquake, flood, fire, terrorism, etc. The incident may constitute an immediate threat to persons, property, or the environment, and <u>requires the resources of the entire City, including government, private, and outside assistance.</u>	1. Monitor the situation regularly. 2. Review applicable plans and Standard Operating Procedures. 3. Review the status of all equipment and supplies. 4. Notify the City Manager and key personnel. <i>NOTE: May be appropriate if Level I incident occurs at a National level, or in a neighboring State or jurisdiction.</i>	1. The Emergency Operations Center may be activated as needed with partial staffing. 2. Notify City Manager and key personnel. 3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented. 4. Place personnel on standby status as needed. <i>NOTE: May be appropriate if Level I incident occurs in nearby or neighboring jurisdiction, with potential for local impact.</i>	1. Place Emergency Operations Center on full staffing. 2. Bring equipment and supplies to full operational status. 3. Recall personnel as necessary. 4. Freeze supplies and resources and commit them to the emergency as needed. 5. Notify the County and the State
Level II: ENHANCED RESPONSE REQUIRED An emergency of a greater hazard, posing a threat to life, property, or the environment, and requires efforts and coordination between <u>more than one City department.</u>	1. Monitor the situation regularly. 2. Review applicable plans and Standard Operating Procedures. 3. Review the status of all equipment and supplies. 4. Notify the City Manager and key personnel. <i>NOTE: May be appropriate if Level II incident occurs in nearby or neighboring jurisdiction, with potential for local impact.</i>	1. The Emergency Operations Center may be activated as needed with partial staffing. 2. Notify City Manager and key personnel. 3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented. 4. Place personnel on standby status as needed.	1. Place Emergency Operations Center on full staffing. 2. Bring equipment and supplies to full operational status. 3. Recall personnel as necessary. 4. Freeze supplies and resources and commit them to the emergency as needed. 5. Notify the County and the State <i>NOTE: May be appropriate if Level II incident expands.</i>
Level III: NO OUTSIDE ASSISTANCE NECESSARY A local emergency that poses a threat to life, property, or the environment and where ample local resources exist to mitigate the effects. <u>Typically manageable by a single City department.</u>	1. Monitor the situation regularly. 2. Review applicable plans and Standard Operating Procedures. 3. Review the status of all equipment and supplies. 4. Notify the City Manager and key personnel.	1. The Emergency Operations Center (or Mobile Command Trailer) may be activated as needed with partial staffing. 2. Notify City Manager and key personnel. 3. Accelerate repair or procurement of equipment and supplies on an emergency basis 24 hours a day, if necessary. Emergency procedures for procurement of supplies and equipment may be implemented. 4. Place personnel on standby status as needed. <i>NOTE: Upgrading response condition may be appropriate if incident expands, consider upgrading to Level II incident.</i>	Not Applicable

NOTE: The above procedures are provided as an initial response guide only and shall not constrain or limit appropriate emergency actions of any responding department or agency. It is entirely possible - even likely - to move between Response Conditions and Incident Levels as an incident progresses, is managed, and is mitigated.

Declaration of Emergency

Park City is the primary responder to a disaster in the City. As such, it rapidly mobilizes resources, assesses the situation, and plans a course of action. Once the situation exceeds Park City's capability to respond, officials will first seek supplemental resources from Summit County, then the State of Utah, and finally the Federal government.

A local "emergency" may be declared by proclamation of the Mayor. In the absence of the Mayor, an interim successor, or City Manager may declare an emergency. Nothing in this section is intended to preclude the declaration of an emergency and the exercise of emergency powers as long as those actions are consistent with the requirements of declaring an emergency outlined herein.

The proclamation declaring the emergency will be filed with the City Recorder and will state four things:

- Nature of the emergency.
- Areas threatened.
- Various conditions which cause the emergency to be declared.
- Initial period of the emergency.

The declaration is kept on file with other supporting documentation to justify the disbursement of disaster assistance funds if available. See Appendix O for templates.

Emergency Operations Center (EOC)

The EOC serves as a centralized management center for emergency operations. Here, decisions are made by the EOC managers based upon information provided by the Incident Commander (IC) and other personnel. Regardless of size or process, every facility should designate an area where decision makers can gather during an emergency. Each facility must determine its requirements for an EOC based upon the functions to be performed and the number of people involved. Ideally, the EOC is a dedicated area equipped with communications equipment, reference materials, activity logs and all the tools necessary to respond quickly and appropriately to an emergency.

EOC Resources:

- Communications equipment
- A copy of the emergency management plan and EOC procedures
- Blueprints, maps, status boards
- A list of EOC personnel and descriptions of their duties
- Technical information and data for advising responders
- Building security system information
- Information and data management capabilities

- Directories
- Backup power, communications and lighting
- Emergency supplies

An EOC has been established within the Police Facility Building, 2060 Park Avenue. Those participating in the EOC will be located in secure meeting space adjacent to Police Records/Reception (the Lloyd D. Evans, Sr. Meeting Room). The Emergency Policy Council (EPC) will be located in the secure Police Facility Administrative Conference Room. The general operations of the EOC functions will be conducted within the confines of the space available at the time of activation of the EOC.

1. Secondary Emergency Operations Center. Should the primary EOC location become unavailable due to structural failure, road inaccessibility, etc., the EOC functions will be moved to the Public Works Facility or the Marsac Building, as available and appropriate. The EOC shall function at that location until such time as the primary EOC becomes operational or an alternate site is identified that can facilitate the EOC operations to a higher degree.

2. Alternate Emergency Operations Center. In the event Park City Municipal Corporation facilities (including Mobile Command) designated for use as EOC sites become unavailable or unusable, the EOC function may be moved to the Summit County EOC at the Summit County Health Department in Park City, the Summit County Search & Rescue Building in Kamas, ~~or~~ the Summit County Mobile Command (SCMC), or the Park City Mobile Command Trailer (MCT).

3. Authority to Activate EOC. Activation of the EOC is solely the responsibility of the City Manager, designee, or successor. The City Manager may consult with the Emergency Program Manager, Chief of Police, PIO, Public Works Director, and the Mayor in making the determination to activate the EOC; however, the final decision rests with the City Manager. In the absence of the City Manager or an immediate successor, in order to expedite the City's emergency response, the Emergency Program Manager may activate the EOC.

4. EOC Command Structure. While the EOC is functional, the City Manager will act as the ~~Operations~~EOC Commander, unless he/she relinquishes that responsibility to a designee. The City Manager will interact with the appropriate manager or managers when addressing the incident response, assessment, operations, ~~assessment~~ and recovery phases. Each City Department or function involved in any phase of an incident will have a management representative located within the EOC operations area, or in a location directed by the City Manager. The EPM or designee shall manage the EOC. See Appendix K.

CHAPTER 4 – Incident Response and Management

Emergency Support Functions (ESF) Concept

In order to facilitate the delivery of emergency services during a disaster, Park City has adopted the Emergency Support Function (ESF) concept found in the National Response Framework (NRF). The Emergency Support Function concept is based on the idea of designating specific emergency response tasks to the City departments and outside organizations best suited to complete the designated task. Each function has an assigned department or organization responsible for that function with other departments and organizations playing supporting roles.

ESF Overview

The tasks that may need to be performed in emergency situations have been categorized as Emergency Support Functions (ESFs) under the National Incident Management System (NIMS) and Park City's CEMP generally follows that categorization. The tasks have been grouped into 18 Emergency Support Functions. Each ESF is supported by Standard Operating Procedures (SOP) for that ESF. See ESF and SOP details in Appendices L and Q.

ESF 1 TRANSPORTATION Public Works/Transit/Fleet

Coordinate the use of transportation resources required to perform the emergency response, recovery and assistance mission.

ESF 2 COMMUNICATIONS.....Summit County Sheriff's Office Dispatch /.....Police/Information Technology

**Information Technology /
Public Information Officer**

Coordinate and provide communication support, and, where necessary, establish temporary telecommunications support.

ESF 3 PUBLIC WORKS.....Public Works/Public Utilities/Building/Engineering

Assist in lifesaving or life-protection activity following a disaster. This may include technical advice and evaluation, engineering services, construction management and inspection, emergency contracting, and emergency repairs.

ESF 4 FIREFIGHTING.....Park City Fire District (PCFD)

Manage and coordinate firefighting and emergency medical activity.

ESF 5 INFORMATION MANAGEMENT.....Sustainability

Collect, process, and organize information about a potential or actual disaster or emergency. Disseminate accurate information to the public.

ESF 6 MASS CARE.....Red Cross/FEMA/GRIL

Coordinate activities involved with emergency shelter, mass feeding, bulk distribution of relief supplies for victims of disaster, and disaster welfare information.

ESF 7 RESOURCE SUPPORT.....Sustainability/Emergency Manager

Provide logistical and resource support. This includes provision of emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel.

ESF 8 HEALTH & MEDICAL SERVICESSummit County Health/PCFD

Provide assistance in identifying and meeting the health and medical needs of disaster victims and emergency responders.

ESF 9 URBAN SEARCH & RESCUE.....Park City Fire District (PCFD)/ Summit County Sheriff's

Provide support in locating, extricating, and treating victims if buildings are damaged or collapsed.

ESF 10 HAZARDOUS MATERIALS.....PCFD/Summit County Health

Provide support in response to actual or potential discharge and/or release of hazardous materials.

ESF 11 FOOD &

WATER.....Golf/Recreation/Ice/GRIL

Library (GRIL)

Identify food and water needs. Identify sources of water; arrange for manpower and transportation to the disaster area and distribute as needed to responders and mass shelters.

ESF 12 UTILITIES.....Public Works/Public Utilities/Utility Companies

Assist in coordinating efforts to provide emergency power and fuel to support response operations as well as providing power and fuel to restore normal community functions.

ESF 13 LAW ENFORCEMENT.....Police

Provide sufficient resources to maintain civil order under emergency conditions.

ESF 14 LEGALCity Attorney's Office

Review local legal authorities and state statutes relating to emergency activities and advise City decision makers.

ESF 15 FINANCE MANAGEMENTFinance/Budget

Create a central management committee to oversee the emergency purchasing and reimbursement process. Maintain a disaster documentation system.

ESF 16 FACILITIES.....Building/Engineering/Building Maint/Planning

Coordinate the inspection and use of City owned/operated facilities to support disaster response and recovery operations.

ESF 17 VOLUNTEERS & DONATIONS.....GRIL/Finance & Budget

Coordinate the use of volunteers (Recreation Departments) and donated goods (Finance & Budget) in support of disaster recovery operations.

ESF 18 ANIMALS.....Summit County Animal

Control Services

Provide for emergency evacuation, medical care, shelter, food and water for domestic animals.

Departmental Roles and Responsibilities

General Responsibilities

1. General Preparedness Responsibilities

The following common responsibilities are assigned to each department listed in this plan. Further, each department shall create an internal emergency management organization and develop standard operating procedures (SOP) in accordance with the provisions of this plan. Preparation activities include:

- Establishing departmental and individual responsibilities (as indicated in this plan); identify emergency tasks.

- Working with other departments to enhance cooperation and coordination, and eliminate redundancy. Departments having shared responsibilities should coordinate work to complement each other's efforts~~other~~.
- Establishing education and training programs so that each division and employee will know exactly where, when, and how to respond.
- Developing site specific plans for department facilities as necessary.
- Ensuring ~~that~~ employee job descriptions reflect assigned~~their~~ emergency duties.
- Training staff and volunteers~~volunteer augmentees~~ to perform emergency duties and tasks.
- Identifying, categorizing and inventorying all available departmental resources, including but not limited to fixed assets, personnel and contracts.
- Developing procedures for mobilizing and employing additional resources.
- Ensuring communication capabilities.
- Preparing to provide internal logistical support to department operations during the initial emergency response phase.
- Prepare Standard Operating Procedures (SOP) in support of ESF responsibilities.

2. General Response Responsibilities

The following common responsibilities are assigned to each department listed in this plan, but are not all-inclusive.

- Upon receipt of an alert or warning, initiate notification actions to alert employees and volunteers of assigned response duties.
- As appropriate:
 - Suspend or curtail normal business activities
 - Recall essential off-duty employees
 - Release non-essential employees
 - Evacuate departmental facilities
- As requested, augment the City's effort to warn the public through use of vehicles equipped with public address systems, sirens, radio, uniformed and credentialed employees going ~~from~~ door to door, etc.
- Keep the Operations Commander informed of field activities, and maintain a communications link to the Incident Commander and/or EOC.
- Activate a control center to support and facilitate department response activities, maintain events log, and report information within the ICS or EOC.
- Report damages and status of critical facilities within the ICS or EOC.
- If appropriate or requested, send a representative to the EOC.
- Ensure staff members tasked to work with the EOC have the authority to commit resources and set policies.
- Coordinate with the EOC to establish protocols for interfacing with county, state, federal responders.
- Utilize only the Public Information Officer to release any information to the media.
- Submit reports to the EPM detailing departmental emergency expenditures and obligations.

Individual Responsibilities

1. Chief Administrative Officer/City Manager (Executive)

- a. Provide overall administration, direction and control of the emergency, damage assessment, and response operation within Park City
- b. Serve as a member of the Emergency Management Group (EMG)
- c. Command the EOC
- d. Coordinate with the Mayor and Emergency Policy Council
- e. Provide risk management reporting and city insurance program
- f. Provide resources (supplies, equipment, and personnel) as requested

2. Emergency Program Manager (Executive)

- a. Assist the City Manager with the planning, management, and control of emergency operations
- b. Make the Emergency Operations Center available to Park City officials for conducting overall direction/coordination of response and recovery operations. Manage and coordinate the EOC and interdepartmental operations
- c. Maintain supplies and equipment for the Emergency Operations Center.
- d. Coordinate department provision of supplies, equipment, and personnel as requested
- e. Work with the PIO and volunteer agencies to inform citizens of the actions they should take for their protection
- f. Coordinate with other departments to ensure that special needs populations receive information regarding actions taken for them to protect their life and property
- g. Conduct after-action meetings and prepare after-action reports in conjunction with the Operations Commander and/or Incident Commander(s)
- h. Additional responsibilities prior to an emergency include:
 - 1) Updating the Comprehensive Emergency Management Plan, and providing updated copies of the CEMP
 - 2) Coordinating emergency management exercises involving the City and community
 - 3) Participating in community preparedness training in conjunction with the PIO
 - 4) Coordinating the Special Needs Registry and assisting in Special Needs community planning

3. Mayor and City Council

- a. Monitor situations within their constituencies and coordinate information with City Manager or designee
- b. Mayor submits formal local Declarations of Emergency
- c. Meet formally as a City Council as necessary.
- d. Mayor or designee acts as official City spokesperson in concert with the PIO, as needed
- e. Provide emergency policy direction
- f. Issue emergency rules and proclamations that have the force of law during proclaimed emergency period
- g. Identify and allocate funds to meet disaster expenditure needs
- h. Extend or terminate Declarations of Emergency

4. Finance

- a. Perform functions in the EOC or on-scene as assigned
- b. Assist IC and/or EOC initial situation/damage reports as per field units observations

- and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Provide appraisers to assist with damage assessments
- e. Process emergency purchases/procurement
- f. Establish and maintain a system whereby incident costs are identified and accumulated for county, state and federal reimbursement
- g. Ensure payroll system setup to pay employees and contractors
- h. Coordinate financial resources
- i. Maintain records of expenditures and use of resources.
- j. In conjunction with Budget and EOC assistance, manage any Donations Programs
- k. Under the direction of the City Manager, assist with the resolution of claims and accounting for resources expended during the emergency.

5. City Attorney

- a. Provide legal advice to staff and Council
- b. Be familiar with laws governing emergency powers and advise on all related issues
- c. Review and approve as to form all emergency documents signed by the Mayor or designee
- d. Perform functions in the EOC as needed or assigned
- e. Act as liaison between the Emergency Policy Council and the Operations Commander

6. City Recorder (Executive)

- a. Provide safekeeping of vital records during the emergency
- b. Co-sign all emergency documents signed by the Mayor or designee
- c. Assist in logging and documenting all actions during the emergency
- d. Provide administrative support to Operations Commander

7. Police

- a. Perform functions in the EOC and/or on-scene as assigned
- b. Provide the IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Augment warning system by providing siren-equipped and/or public address mobile units, and/or manpower for door-to-door warning
- e. Coordinate search and rescue and heavy rescue operations in conjunction with PCFD and SCSD as needed
- f. Maintain law and order and provide public safety activities as required
- g. Provide security for key facilities
- h. Protect property in evacuated areas
- i. Enforce orders of fire officers and implement/enforce evacuation orders, when necessary
- j. Provide law enforcement and traffic control in support of emergency actions
- k. Organizes auxiliary law enforcement personnel and commits available resources to maintain peace
- l. ~~Coordinate City radio communication capabilities~~

8. Budget and Grants

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit's observations and reports from the general public

- c. Provide supplies, equipment, and personnel as requested
- d. In conjunction with Finance and EOC assistance manages any Donations Programs
- e. Provides planning, logistic and financial support to operations

9. Sustainability/Community Engagement

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit's observations and reports from the general public
- c. Provide logistical and resource support as requested, which may include, the provision of emergency relief supplies, space, office equipment, office supplies, telecommunications, contracting services, transportation services, and personnel
- d. Serves as the Public Information Officer (PIO)
- e. Under the direction of the City Manager, collects, organizes, prepares and distributes public information materials about a potential or actual disaster or emergency.
- f. Participate with the EPM in disseminating and training in citizen and business preparedness plans
- g. In conjunction with the Mayor, act as the designated contact for the news media and public
- h. Ensure that special needs populations receive information regarding actions taken for them to protect their life and property

10. Public Works/Public Utilities

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide the IC and/or EOC initial situation/damage reports as per field unit ~~observations and reports from the general public~~ observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Assist with initial infrastructure damage assessment of horizontal construction, i.e., roads, bridges, storm sewers, etc.
- e. Provide heavy equipment to support rescue operations
- f. Provide technical information on damaged structures
- g. Provide traffic control signs and barricades
- h. Assist with the identification of evacuation routes and keep evacuation routes clear of stalled vehicles
- i. Coordinate the disposal of solid waste from congregate care facilities (shelter/mass feeding)
- j. Coordinate emergency utility support requirements with public and private utilities
- k. Operate fleet repair facility
- l. Provide for availability of motor fuels, vehicles and fuel driven equipment
- m. Provide for storage of equipment and vehicles in a safe place
- n. Provide comprehensive list of City vehicles and equipment to IC or EOC
- o. Provides for the removal of debris and maintenance of roadways
- p. Obtains additional equipment and transportation resources
- q. Establish contracts for outside services in compliance with FEMA schedules
- r. Coordinate transportation requirements for special needs agencies/individuals
- s. Provide buses for evacuations and temporary shelters
- t. Provide additional bus transportation resources
- u. Coordinate mobilization of emergency transportation services
- v. Use transportation communication links to provide damage assessment information
- w. Ensure that transportation assets meet the demands of emergency response personnel

- x. Maintain a resource list of all Park City fleet equipment and provides the EOC with updates of disaster damage to fleet
- y. Maintain fuel resources, controls and rations fuel as needed

11. Information Technology

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Maintain all communication and data systems
- e. Protect archives and necessary documents
- f. Provide supplies, equipment, and personnel as requested

12. Building/Fire Marshal/Engineering

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- e. Direct building inspectors and/or rapid assessment teams to assist with damage assessment and safety of City facilities
- f. Provide Fire Marshal services

13. Planning

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Assist in initial planning and ongoing planning during an emergency
- e. Organize staff to support damage assessment teams and participate in CitywideCity ~~wide~~ damage assessment and recovery with the Building Dept
- e. Provide documents and maps to assist in response and recovery
- f. Support building and engineering in their emergency functions.

14. Human Resources

- a. Perform functions in the EOC or on-scene as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested
- d. Establish an employee call back system
- e. Establish a system to check on employee's families and communicate that information
- f. Assist with employee needs at work and with their families
- g. Track staff labor assignment~~man-power~~ requests and ~~needs and~~ assist with obtaining outside labor/staff~~staffing~~

15. GRIL [for the purpose of this document, “GRIL” refers to the Golf, Recreation, Ice and Library departments working jointly]

- a. Perform functions in the EOC or on-scene, as assigned
- b. Provide IC and/or EOC initial situation/damage reports as per field unit observations and reports from the general public
- c. Provide supplies, equipment, and personnel as requested

- d. Assist with the assessment of human needs during and after a disaster
- e. Obtain and supply food and water to city and emergency staff
- f. Coordinate with the Red Cross and other agencies as necessary to provide emergency programs for basic human needs, to include reception centers, shelters, and mass feeding at City-designated shelters
- g. Provide assistance in the registration of people at congregate care facilities (shelter/mass feeding)
- h. Work in close concert with Red Cross and others in activation and operation of short term, and longer-term shelters/disaster centers
- i. With assistance from the EOC, manage Volunteer Programs
- j. Provide facilities for emergency shelter, food, and water distribution points, child care facilities as needed
- k. Provide receiving and distribution sites and assist with the delivery of goods

CHAPTER 5 – Damage Assessment and Recovery

Damage Assessment and Analysis Information

1. Accurate damage assessment information must be obtained by Park City at the earliest possible time in order to:

- a. Evaluate the impact on the population and socioeconomic system of Park City and its ability to respond and recover.
- b. Assist the Governor with determining local and state level of contribution to the recovery effort.
- c. Allow the State Coordination Officer and the Federal Emergency Management Agency Regional Director to determine the kinds and quantities of disaster assistance to be provided by the state and federal government, if appropriate.
- d. Document the need for supplementary federal assistance under a Presidential 'Emergency' or 'Major Disaster' Declaration.
- e. Notify insurers of damaged/destroyed property.

Damage Assessment and Reporting

1. Initial Damage Assessment. The nature and magnitude of a disaster will determine how quickly a complete Initial Damage Assessment can be conducted. Widespread debris, ~~collapsed~~~~washed out~~ bridges, inundated roads, and unsafe buildings are a few of the problems that can delay the assessment. Immediately after ~~the occurrence of~~ a disaster, ~~it is important to get a~~ preliminary assessment will provide the best information regarding the extent and magnitude of the damage. The Planning Department will assist in this function.

2. Damage Assessment Forms. During the response and recovery phases of a disaster, it is vital that the State Coordinating Officer and the Governor have accurate damage, cost, and socioeconomic impact information available in summary form. This will determine how best to supplement the action taken by Park City and whether federal assistance is required. See Appendix O.

3. City Manager. It is the responsibility of the City Manager or his/her designee to coordinate with City and County elected officials to determine a systematic, unified course of action. The following items should be covered:

- Outline the extent (geographic area) and magnitude (severity) of the damage.
- Assess the socioeconomic impact on the City.
- Discuss the need for requesting outside assistance, the nature of such assistance and implications of accepting aid.
- Specify the geographic areas and damage categories, which need to be examined in greater detail.

4. Department Managers. Department managers~~It is the responsibility of department directors to~~ oversee the gathering of damage assessment information in accordance with the assigned departmental duties. To assure accurate and efficient collection of data, department heads must take the following actions:

- Designate assessment teams of two or three people with specific areas of expertise.
- Assign the team to a specific geographic area or category of damage.

- Brief team members to ensure uniformity and understanding of damage categories, community impact, costs, reporting, procedures, etc.
- Identify damage sites by map location and street address. Roads and bridges should be listed by pre-assigned Utah State Department of Transportation numbers. Maps and photo identifications of damage sites will aid in conducting future surveys and on-site assessments.
- Provide each team with supplies to effectively perform the assessments (maps, cameras, list of property owners and locations). Have teams take photographs of damage sites and attach brief descriptions detailing vital information and describing the damage.
- Establish a deadline for gathering information so it can be summarized and presented to the governing body.
- Gather and maintain supporting documentation (invoices, contracts, expenditure records) for costs incurred in emergency response and mitigation work. Copies of emergency expenditure records should be maintained and attached to each damage site file.

Incident Reporting

1. Description and Purpose. Situation Reports should be made to continually update disaster status information. The information provided in the initial and subsequent Situation Reports should outline a sequential record of actions taken from the point of first response through restoration activities. The degree of detail will vary with the type and severity of the events.

2. Content and Format. Situation Reports contain specific data and answer the following basic questions:

- a. Location and nature of damage.
- b. Description of the categories and degree of damage.
- c. Socioeconomic impact on the community.
- d. Response actions being taken by local government.
- e. Form of supplemental state and federal assistance requested.
- f. Public assistance and individual assistance for the community.

Reports and Record Keeping

1. A number of prescribed documents, reports and records must be executed and maintained during disaster operations. These ensure prompt and coordinated state and federal disaster response and maximize financial assistance.

2. Once an emergency is declared an ‘**Emergency**’ or ‘**Major Disaster**’ by the President of the United States, ~~the~~ federal disaster assistance programs may be made available to the state and its designated political subdivision. The Federal Emergency Management Agency is responsible for coordinating and administering all federal disaster relief programs through the Region VIII office. Subsequent to a presidential declaration, the Federal Coordinating Officer will establish a field office in the disaster area to administer disaster relief programs according to Public Law 93-288, the Robert T. Stafford Disaster Relief and Emergency Assistance, and the Code of Federal Regulations, Title 44, Part 206.

3. An accurate record system maintained separately from normal day-to-day operations

should be established immediately at the onset of the emergency. All recipients of state and federal ~~fundsmenies~~ must maintain adequate disbursement and accounting records of costs incurred for approved disaster work.

4. One of the main responsibilities of Park City officials involved in disaster operations will be the preparation and maintenance of all required documents, reports and records. The Governor's Authorized Representative is responsible for the execution of all necessary documents on behalf of the State of Utah for state and federal disaster assistance, including certifying any applications for public assistance. In addition, the Governor's Authorized Representative will provide guidance and assistance to Park City officials involved in the preparation and maintenance of their required reports and records.

5. All contracts subject to FEMA Public Assistance (PA) must follow the **Procurement Guidance as found in Title 44 of the Code of Federal Regulations Part 13.36** and established Park City Purchasing Policies.

END



Resolution No. 15-2019

**A RESOLUTION ADOPTING THE PARK CITY COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN (CEMP)**

WHEREAS, the purpose of the CEMP is to develop a comprehensive emergency management program that will provide a system to mitigate the effects of an emergency or disaster, preserve life, respond during emergencies, provide necessary assistance, and establish a recovery system, in order to return the community to its normal state of affairs; and

WHEREAS, this plan attempts to clearly define the roles and responsibilities of each department and function within the City organization by providing guidance in accomplishing the objectives of this plan with lists of guidelines, plans, assessments and resources; and

WHEREAS, on February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD) - 5 *Management of Domestic Incidents*, which directs the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS) and the directive also requires Federal Departments and agencies to make adoption of the NIMS by State, Tribal and local organizations a condition for Federal preparedness assistance beginning in Federal FY 2005; and

WHEREAS, certain State and Federal disaster reimbursements require local jurisdictions to adopt and train in a CEMP, NIMS and Incident Command Systems (ICS); and

WHEREAS, certain Federal grant programs now require an adopted CEMP; and

WHEREAS, the City Manager and the Emergency Management Group (EMG) have reviewed the updated Comprehensive Emergency Management Plan with all of its attachments as periodically amended by the EMG, and recommends adoption by the City Council; and

WHEREAS, the City Council deems it in the best interest of Park City Municipal Corporation to formally adopt them;

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

SECTION 1. ADOPTION. The Comprehensive Emergency Management Plan, dated June 20, 2019 attached hereto, along with all appendices and compendiums as periodically amended by the City Manager, are hereby adopted, to replace any and all others previously adopted. Any amendments approved by the City Manager shall be effective for not more than one year unless ratified by the City Council.

adoption. **SECTION 2. EFFECTIVE DATE.** This Resolution shall take effect upon

PASSED AND ADOPTED this 20th day of June, 2019

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, Mayor

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark Harrington, City Attorney

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Francisco Astorga

Submitting Department: Planning

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve Ordinance 2019-34, an Ordinance Approving King's Crown Condominium Plat,
Located at 1271 Lowell Avenue, Park City, Utah
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Kings Crown Staff Report and Ordinance](#)

[Exhibits](#)

City Council Staff Report

Subject: Kings Crown Condominiums
Author: Francisco Astorga, AICP, Senior Planner
Project Number: PL-19-04159
Date: 20 June 2019
Type of Item: Legislative – Condominium Plat

Recommendation

Staff recommends that the City Council review and hold a public hearing for the Kings Crown Condominiums located at 1271 Lowell Avenue, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Proposal

Applicant requests approval of a Condominium Plat for Buildings B, C, and D within Kings Crown to plat twenty-five (25) private market rate residential condominium units, one (1) common affordable housing unit, as well as accompanying mechanical space, internal circulation, parking, storage, swimming pool, etc., all to be designated common space. The Condominium Plat would allow the applicant to sell each unit individually and is subject to the amended Kings Crown Master Planned Development / Conditional Use Permit, and amended Affordable Housing Mitigation Plan, also included in this packet.

Description

Applicant: CRG Development Partners, LLC represented by Rory Murphy
Location: 1271 Lowell Avenue
Zoning: Recreation Commercial (RC) District
Adjacent Land Uses: Trails, skiing, open space, and residential.
Reason for Review: Condominium Plat applications require Planning Commission public hearing / review / recommendation to the City Council, and City Council public hearing / review / final action

Background/Timeline

- January 10, 2018 - Park City Planning Commission approved the Kings Crown Master Planned Development / Conditional Use Permit. See [staff report/exhibits](#).
- February 1, 2018 – Park City Council approved the Kings Crown Re-Subdivision Plat per [Ordinance No. 2018-05](#), and [staff report/exhibit](#).

- June 13, 2018 – Park City Planning Commission ratified the Development Agreement required by the approved Master Planned Development, see [staff report/exhibits](#).
- June 14, 2018 – Summit County recorded the Development Agreement -entry no. 01093392.
- May 16, 2018 – Summit County recorded the Plat – entry no. 1091847.
- August 30, 2018 – Park City Housing Authority approved the Affordable Housing Mitigation Plan, see [staff report/exhibits](#) and [meeting minutes \(page 10\)](#).
- March 19, 201 – Park City Planning Department received a complete application for this Condominium Plat.
- May 22, 2019 – Park City Planning Commission reviewed and took final action on modifying the approved Master Planned Development and Conditional Use Permit.
- May 22, 2019 – Park City Planning Commission reviewed the subject Condo Plat and forwarded a positive recommendation to the City Council

Purpose

The purpose of the Recreational Commercial District is found in [Land Management Code § 15-2.16-1 Purpose](#).

Analysis

The proposed Condominium Plat memorializes private, common, and limited common area that would that allows the units to be sold individually. The proposed Condominium Plat consists of twenty-five (25) market-rate units within the Kings Crown Building B, C, and D, to be platted as the Kings Crown Condominiums. The unit boundaries of each private unit will be set forth on the recorded plat.

The size of the private units within the multi-unit dwelling ranges from 926 – 4,641 square feet. See table below showing the dwelling unit no., private square footage, and limited common area:

Unit #	Unit Square Footage	Limited Common Area Appurtenant With Each Private Unit (deck)
B101	717	169
B102	1,160	313
B103	1,620	127
B201	1,946	529
B202	1,681	218

B301	2,705	556
B302	1,794	300
B401	3,666	1,221
C101	1,814	408
C102	1,779	147
C201	1,844	486
C202	1,705	222
C301	1,861	271
C302	1,782	243
C401	1,861	1,004
D101	2,306	410
D102	1,275	331
D103	1,288	70
D104	2,072	465
D201	2,156	310
D202	2,547	540
D203	2,530	295
D301	2,031	441
D302	1,349	460
D303	1,827	759
D401	4,869	1646
Total Private	51,468	

Note: Unit B101 in *red italics* is a common platted affordable housing unit; the rest are private market rate units.

Common areas include mechanical spaces, internal circulation, parking garage and circulation, swimming pool, spa, gym area, entertainment area, exterior walls and internal bearing walls/columns, footing and foundation, roof, etc. Limited common areas include several exterior decks throughout the three (3) buildings.

Staff finds good cause for this Condominium Plat as it reflects compliance with the amended Master Plan Development and Conditional Use Permit, approved Re-Subdivision Plat, and amended Affordable Housing Mitigation Plan.

Process

The approval of this Condominium Plat application by the City Council constitutes Final Action that may be appealed following the procedures found in Land Management Code § 15-1-18.

Department Review

This project has gone through interdepartmental review. No further issues were brought up at that time.

Notice

On May 8, 2019, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record and the Utah Public Notice Website on May 4, 2019, according to requirements of the LMC.

Public Input

No public input has been received by the time of this report.

Alternatives

- The City Council may approve the proposed Condominium Plat, as conditioned or amended; or
- The City Council may deny the proposed Condominium Plat, and direct staff to make Findings for this decision; or
- The City Council may remand the proposed Condominium Plat to the Planning Commission, and provide direction; or
- The City Council may continue the discussion on the proposed Condominium Plat, and request additional information or analysis in order to make a recommendation.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of Not Taking Recommended Action

Once the building is finished the property owner would not be able to sell each unit individually.

Summary Recommendations

Staff recommends that the City Council review and hold a public hearing for the Kings Crown Condominiums located at located at 1271 Lowell Avenue, and consider approval based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Exhibits

Exhibit A – Draft Ordinance

Attachment 1 – Proposed Condominium Plat

Exhibit B – Applicant's Project description

Exhibit C – Survey

Exhibit D – Aerial Photograph

Exhibit E – Site Photographs

Exhibit A – Draft Ordinance

Ordinance No. 2019-34

AN ORDINANCE APPROVING THE KINGS CROWN CONDOMINIUM PLAT, LOCATED AT 1271 LOWELL AVENUE, PARK CITY, UTAH

WHEREAS, the property owners of the property located at 1271 Lowell Avenue have petitioned the City Council for approval of the Condominium Plat; and

WHEREAS, on May 4, 2019, proper legal notice was published according to requirements of the Land Management Code; and

WHEREAS, on May 8, 2019, the site was properly noticed and posted according to the requirements of the Land Management Code; and courtesy letters were sent to surrounding property owners; and

WHEREAS, the Planning Commission held a public hearing on May 22, 2019, to receive input on the Condominium Plat; and

WHEREAS, the Planning Commission on May 22, 2019, forwarded a recommendation to the City Council; and,

WHEREAS, on June 20, 2019, the City Council held a public hearing to receive input on the Condominium Plat; and

WHEREAS, it is in the best interest of Park City, Utah to approve the Kings Crown Workforce Housing Condominiums Plat, located at 1271 Lowell Avenue.

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

SECTION 1. APPROVAL. The Kings Crown Condominiums Plat 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 site is located at 1271 Lowell Avenue, Lot 2 of the Kings Crown Re-Subdivision.
2. The site is located within the Recreation Commercial District.
3. On January 10, 2018 the Park City Planning Commission approved the Kings Crown Master Planned Development and a Conditional Use Permit for Multi-Unit Dwellings throughout the development for market rate and affordable housing units.
4. On February 1, 2018 the Park City Council approved the Kings Crown Re-Subdivision Plat per Ordinance No. 2018-05.

5. On June 13, 2018 the Park City Planning Commission ratified the Development Agreement required by the approved Master Planned Development.
6. On June 14, 2018 Summit County recorded the Development Agreement -entry no. 01093392.
7. On May 16, 2018 Summit County recorded the Kings Crown Re-Subdivision Plat – entry no. 1091847.
8. On August 30, 2018 the Park City Housing Authority approved the Kings Crown Affordable Housing Mitigation Plan.
9. On March 19, 2019 the Park City Planning Department received a complete Condominium Plat.
10. On May 22, 2019 the Planning Commission amended the MPD and CUP.
11. The proposed Condominium Plat memorializes common, limited common, and private areas that would that allows the units to be sold individually.
12. The proposed Condominium Plat consists of twenty-five (25) market rate units within the Kings Crown Building B, C, and D, to be platted as Kings Crown Condominiums.
13. The unit boundaries of each private unit would be set forth on the recorded plat.
14. The size of the private units within the multi-unit dwelling ranges from 1,160 – 4,869 square feet.
15. Common areas include mechanical spaces, internal circulation, parking garage and circulation, swimming pool, spa, gym area, entertainment area, exterior walls and internal bearing walls/columns, footing and foundation, roof, etc.
16. Limited common areas include several exterior decks throughout the three (3) buildings.
17. The recordation of this Condominium Plat would allow the applicant to sell each unit.
18. There is Good Cause for this Condominium Plat as it reflects compliance with the amended Master Plan Development and Conditional Use Permit, approved Re-Subdivision Plat, and amended Affordable Housing Mitigation Plan.

Conclusions of Law:

1. There is good cause for this Condominium Plat.
2. The Condominium Plat is consistent with the Park City Land Management Code and applicable State law regarding Condominium Plats.
3. Neither the public nor any person will be materially injured by the proposed Condominium Plat.
4. Approval of the Condominium Plat, 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 Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat and CCRs for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant shall record the Plat at the County within one 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 request for an extension is made in writing prior to the expiration date and an extension is granted by the City Council.

3. A plat note shall state that all conditions of approval of the amended Master Planned Development, Conditional Use Permit, Kings Crown Re-Subdivision Plat Ordinance No. 2018-05, and amended Housing Mitigation Plan shall continue to apply.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 20th day of June, 2019.

PARK CITY MUNICIPAL CORPORATION

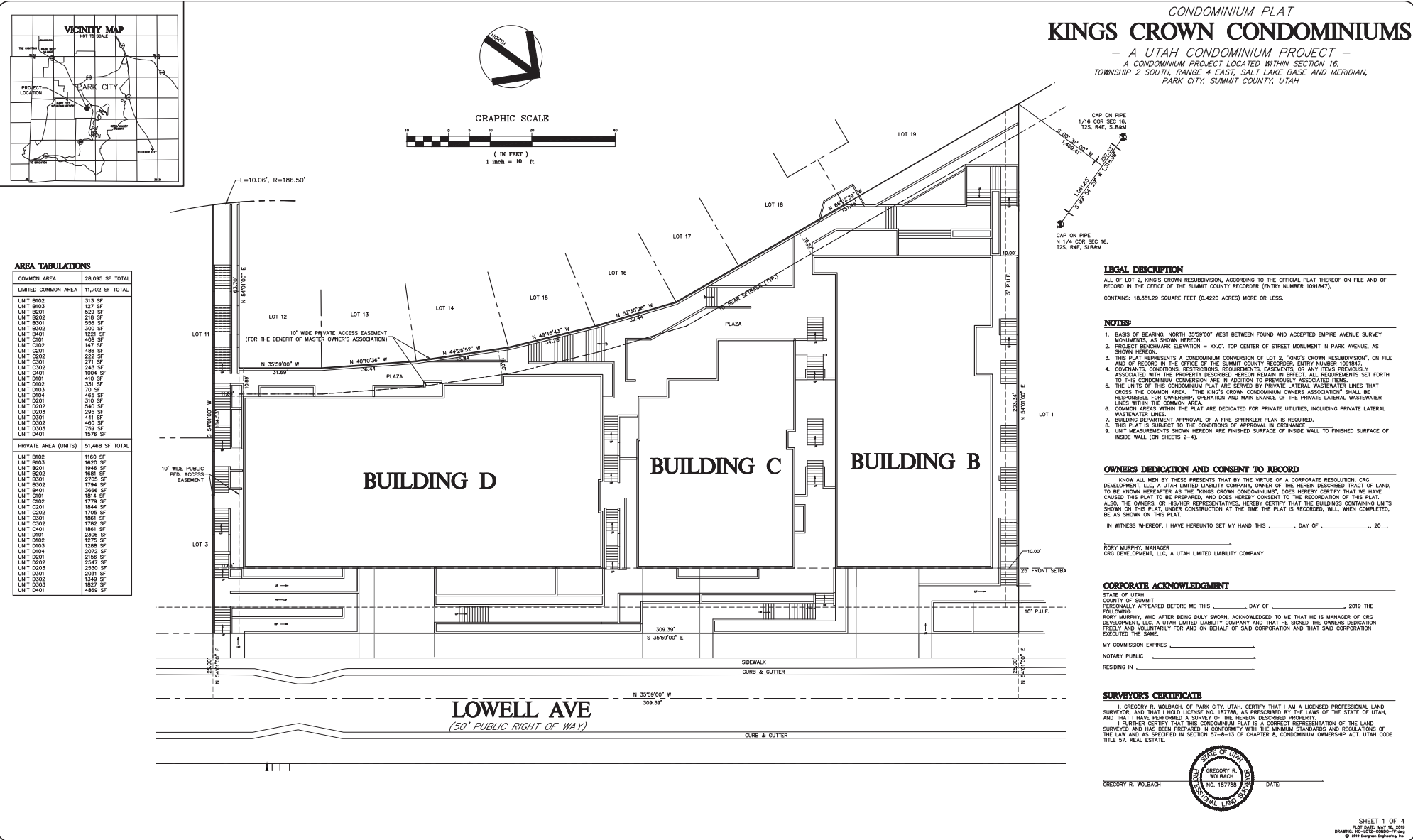
Andy Beerman, MAYOR

ATTEST:

Michelle Kellogg, City Recorder

APPROVED AS TO FORM:

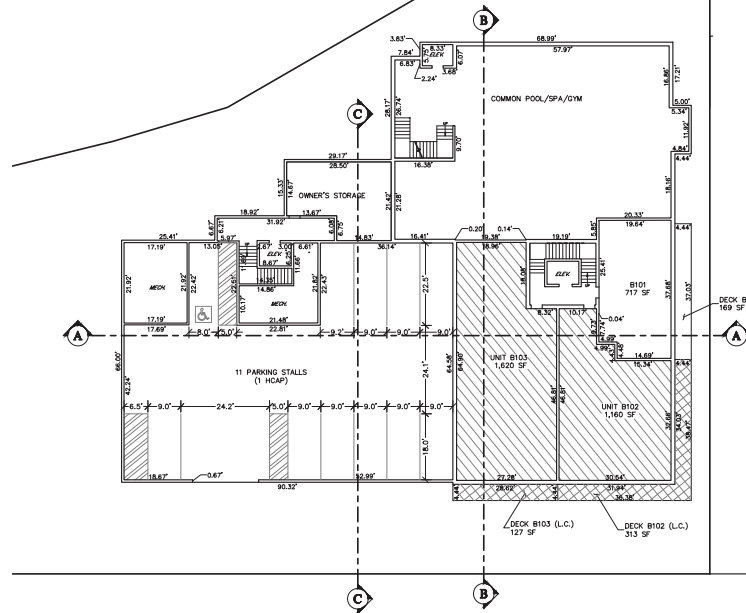
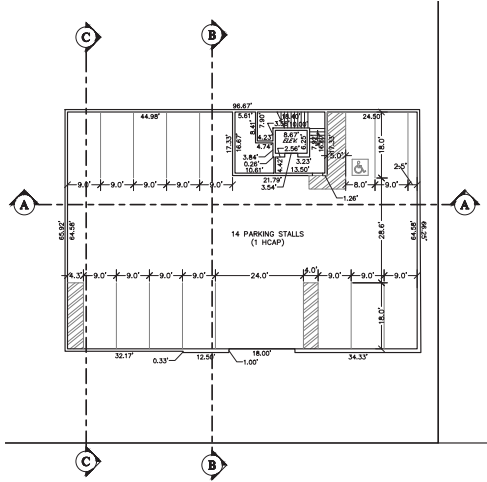
Mark Harrington, City Attorney



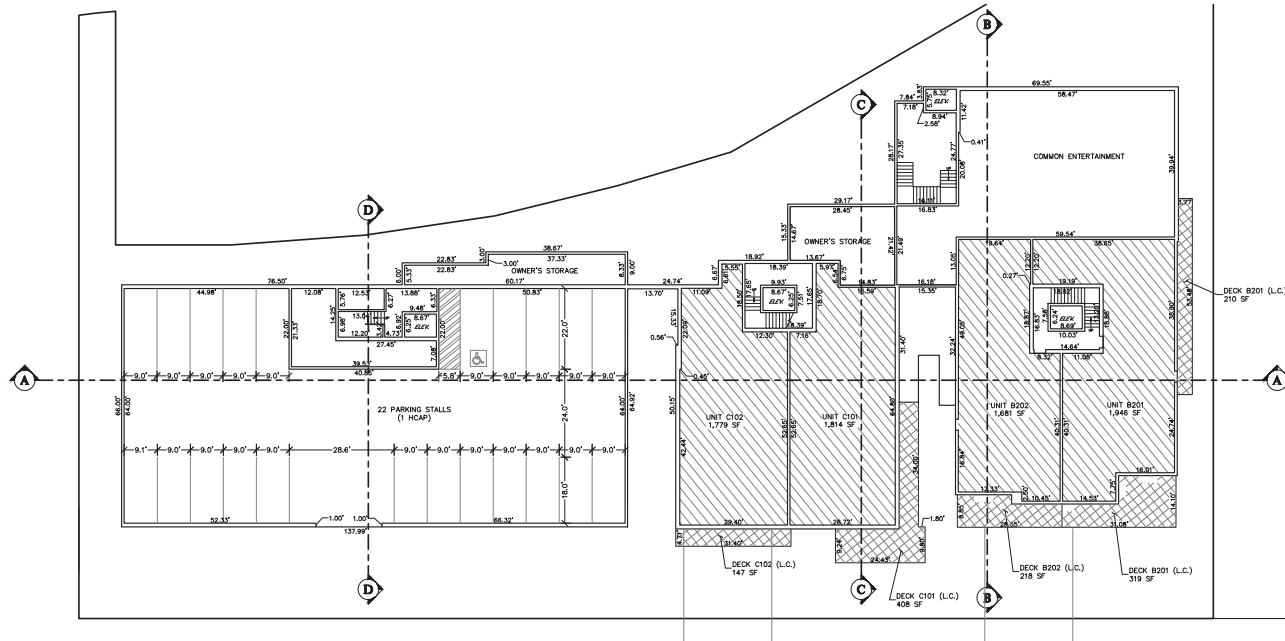
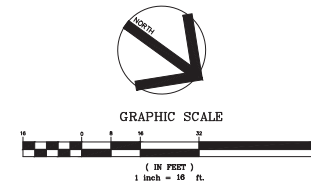
Evergreen Engineering, Inc. Civil Engineering • Land Surveying • Land Planning P.O. Box 2861 • Park City • Utah • 84060 Phone: 801.521.5482 E-mail: amarone@evergreen-eng.com	CITY ENGINEER THIS PLAT IS IN CONFORMANCE WITH INFORMATION ON FILE IN THE OFFICE OF THE PARK CITY ENGINEERING DEPARTMENT ON THIS _____ DAY OF _____ A.D. 2019. CITY ENGINEER _____	SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____ DAY OF _____ A.D. 2019. BY: SNYDERVILLE BASIN WATER RECLAMATION DISTRICT _____	CITY PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION ON THIS _____ DAY OF _____ A.D. 2019. CHAIR _____	APPROVAL AS TO FORM APPROVED AS TO FORM ON THIS _____ DAY OF _____ A.D. 2019. CITY ATTORNEY _____	COUNCIL APPROVAL & ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____ A.D. 2019. MAYOR _____	CERTIFICATE OF ATTEST I CERTIFY THIS PLAT WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____ A.D. 2019. CITY RECORDER _____	RECORDED Nº. _____ STATE OF _____ COUNTY OF _____ RECORDED AND FILED AT THE REQUEST OF: _____ COUNTY RECORDER _____
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Attachment 1 – Proposed Condominium Plat

LEVEL 1 BUILDING B PARKING LEVEL



LEVEL 2 BUILDING B UNITS B102, B103 COMMON B101, LOWER AMENITY BUILDING C PARKING LEVEL



LEVEL 3 BUILDING B UNITS B201, B202 UPPER AMENITY BUILDING C UNITS C101, C102 BUILDING D PARKING LEVEL

HATCHING LEGEND

- COMMON AREA
- LIMITED COMMON AREA
- PRIVATE AREA

PLAT DATE: MAY 16, 2019

NO. _____ RECORDED
DATE _____
STATE OF _____
CITY OF _____
RECORDED AT THE REQUEST OF _____
FFS _____ CITY RECORDER _____

Evergreen Engineering, Inc.
Civil Engineering • Land Surveying • Land Planning
Professional Seal
Phone: 801-527-5482
E-mail: evergreeneng.com

DATE	BY	COMMENTS

STATE OF UTAH
GREGORY R. KOLBACH
NO. 18778A
PROFESSIONAL LAND SURVEYOR

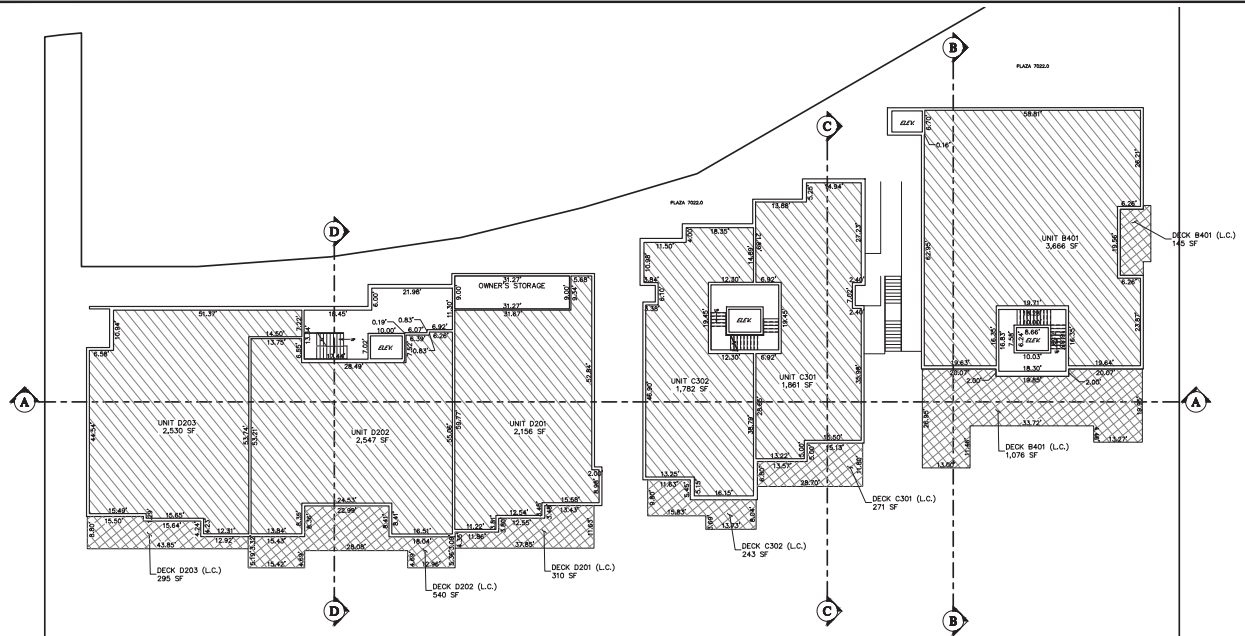
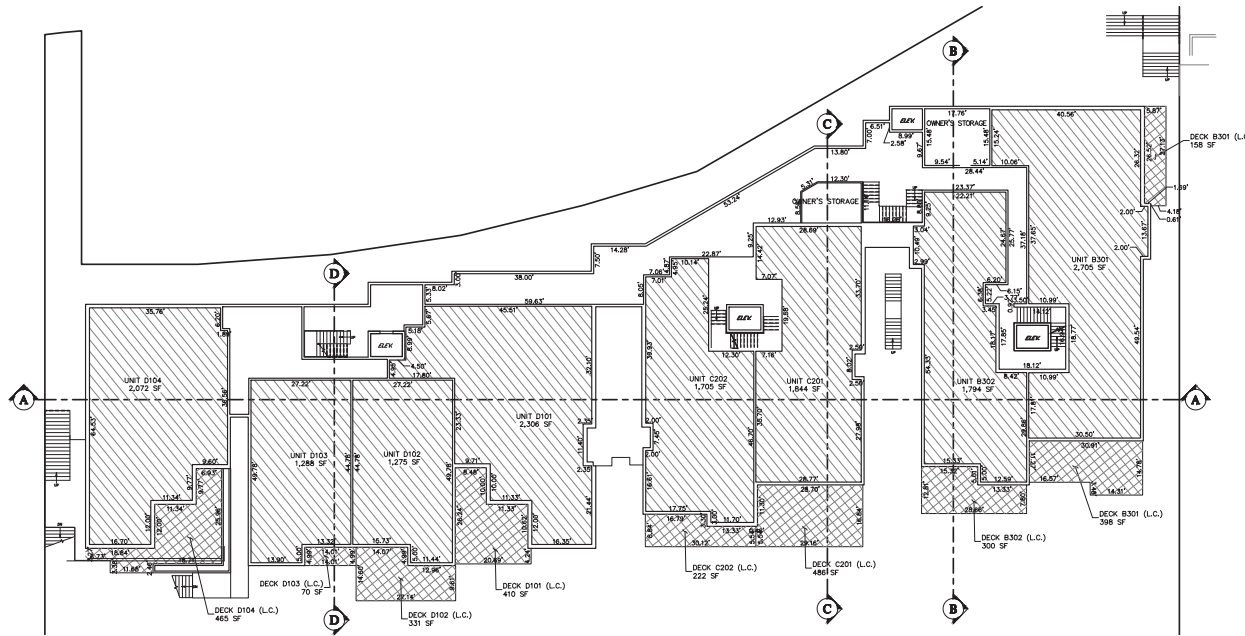
DESIGNED BY: WOV
DRAWN BY: ADM
CHECKED BY: ADM

**KINGS CROWN CONDOMINIUMS
FLOOR PLANS - LEVELS 1, 2 & 3**

FOR: KING PARTNERS
PROJECT: KC-L012-CONDO-PP
JOB NO.: 826

SHEET 2 OF 4

Attachment 1 – Proposed Condominium Plat



HATCHING LEGEND

COMMON AREA

LIMITED COMMON AREA (L.C.)

PRIVATE AREA

NO. _____ RECORDED

DATE _____

STATE OF _____

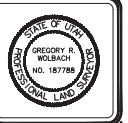
CITY OF _____

RECORDED AT THE REQUEST OF _____

FEES _____ CITY RECORDER



REVISIONS	COMMENTS
DATE BY	



DESIGNED BY: WOV

DRAWN BY: ADM

CHECKED BY: ADM

KINGS CROWN CONDOMINIUMS

FLOOR PLANS - LEVELS 4 & 5

FOR: KING PARTNERS

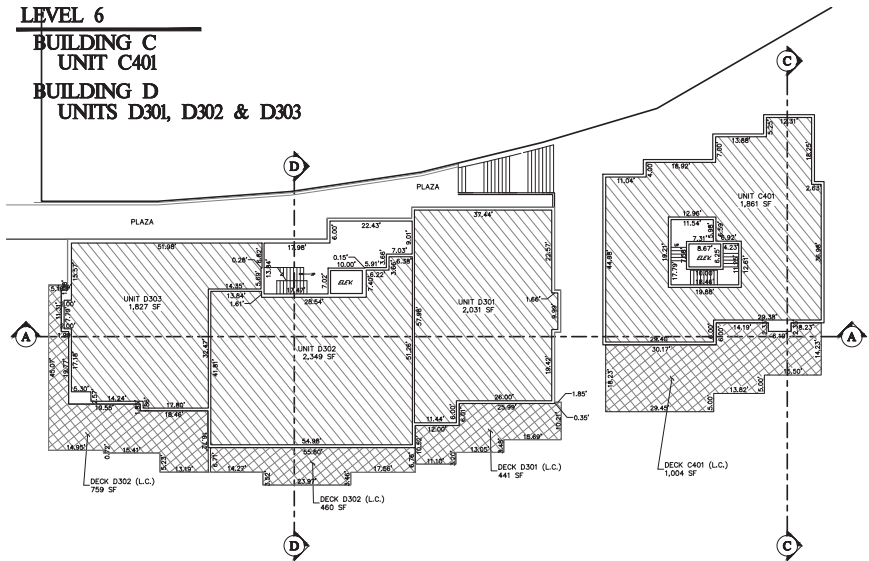
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DATE: 05/14/2019

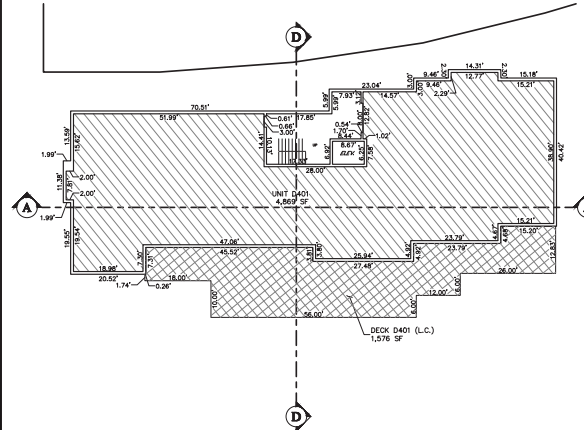
SHEET 3 OF 4

Attachment 1 – Proposed Condominium Plat

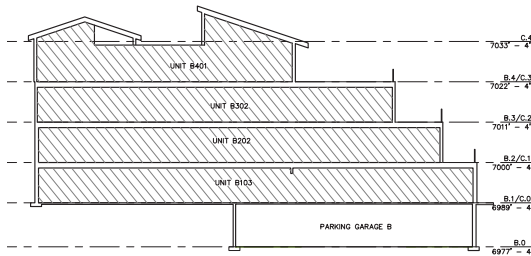
LEVEL 6 BUILDING C UNIT C401 BUILDING D UNITS D301, D302 & D303



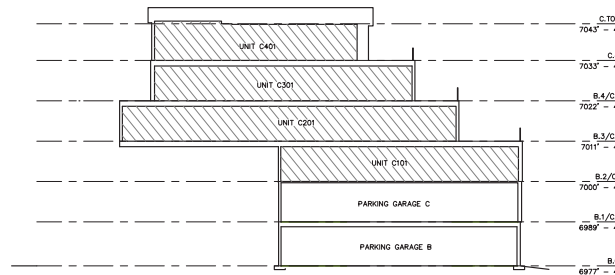
LEVEL 7 BUILDING D UNIT D401



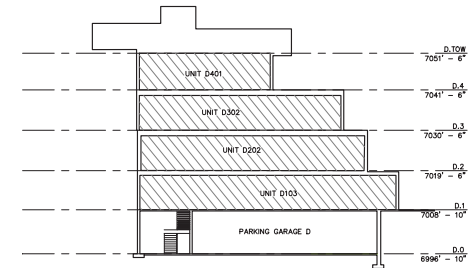
BUILDING B CROSS SECTION



BUILDING C CROSS SECTION



BUILDING D CROSS SECTION



HATCHING LEGEND

- COMMON AREA
- LIMITED COMMON AREA
- PRIVATE AREA

NO. _____ RECORDED
DATE _____
STATE OF _____
CITY OF _____
RECORDED AT THE REQUEST OF _____
FEES _____ CITY RECORDER

Evergreen Engineering, Inc.
Civil Engineering • Land Surveying • Land Planning
1000 N. 10th St., Suite 100
Phoenix, AZ 85006
Phone: 602-557-5482
E-mail: info@evergreen-eng.com

REVISIONS
DATE BY COMMENTS

STATE OF ARIZONA
GREGORY R. KOLBACH
NO. 187788
PROFESSIONAL LAND SURVEYOR

DESIGNED BY: WOV
DRAWN BY: ADM
CHECKED BY: ADM

KINGS CROWN CONDOMINIUMS
FLOOR PLANS - LEVELS 6 & 7
BUILDING CROSS-SECTIONS
FOR: KING PARTNERS
PROJECT: KC-L072-CONDO-PP
JOB NO.: 865

SHEET 4 OF 4

Exhibit B – Applicant's Project Description

March 11, 2019

Mr. Bruce Ericksen, Director of Planning
Mr. Francisco Astorga, Senior Planner
Park City Planning Department
Park City Municipal Corporation
PO Box 1450
445 Marsac Avenue
Park City, Utah 84060

RE: Condominium Plat Proposal for King's Crown Condominiums

Dear Bruce and Francisco,

Please find enclosed to this narrative our proposed plan for the King's Crown Condominiums located on Lot 2 of the King's Crown Re-Subdivision on Lowell Avenue in Park City (please see Exhibit A). The underlying Zone for the property is the RC (Resort Commercial) Zone and the property is subject to the terms and conditions of the Master Planned Development and Conditional Use Permit for the King's Crown Re-Subdivision dated January 21, 2018. In the MPD/CUP for the King's Crown Re-Subdivision the total entitlement for the Lot 2 area was 52,843 sqft of density or 26.43 units of residential UE's. There were no commercial UE's outlined in the entitlement for Lot 2 nor are any proposed. There were no height limit exceptions requested and there were no setback limit exceptions requested and that holds true for this proposal.

The MPD/CUP allowed for 26.43 UE's of total density on the site. The approval outlined the essential structure and design of the building (please see Exhibit B). These drawings were also approved as part of the Development Agreement (dated June 14, 2018, Entry #01093392, Book 2466, Page 0980). This proposed submittal mirrors the approved design in the MPD/CUP/DA with very few minor changes and no exceptions to the LMC. The proposed King's Crown Condominium Plat is in concurrence with the approved shape and exterior configuration of the CUP approval for Lot 2 King's Crown Condominiums (please see Exhibit C). The current proposal requests 25.58 UE's of total density, below the approved amount in the MPD/CUP.

Although there are less UE's and square footage proposed than are allowed in the MPD/CUP approval, the applicant is proposing to increase the number of units from a total of 23 to a total of 27 market units plus one affordable housing unit. The units have become smaller plus we have added an affordable housing unit. There would be a total of 27 residential units and 1 affordable unit for a total of 28 units in the proposed configuration. So, in this proposal, the square footage decreased, but the number of units increased. The average unit is smaller than originally conceived.

Exhibit B – Applicant's Project Description

The increase in the number of units does not trigger an amendment to the MPD/CUP because the total allowable square footage is not exceeded and, in fact, is less than originally proposed. However, it does trigger additional parking requirements as well as additional affordable housing requirements. In the LMC, the Code requires that there be 1.5 affordable housing unit for every 10 residential units in a Master Planned Development (15% of total residential units). This proposal is requesting an additional 4 units (albeit less square footage) which would trigger a requirement of an additional 0.6 affordable housing units ($4 \text{ units} \times 0.15 = 0.6 \text{ AUE's}$). An affordable housing UE is defined as 900 square feet of living space. The current proposal has designated unit B101 as an affordable housing unit and this unit has a total of 717 square feet. This equal ($717/900 = 0.8 \text{ AUE's}$) 0.8 affordable housing units, which is in excess of the required 0.6 AUE's. Please note that the King's Crown project is currently constructing over 200% of its required affordable housing units and this current condo proposal is in addition to the already agreed-upon 200% of the required AUE's.

As mentioned above, the increase in the number of housing units also increases the parking requirements. The total spaces required in the MPD/CUP was 43. The total required in this proposal would be 46. There are 47 currently shown, so the parking proposed would be in excess of the parking required.

The proposal also incorporates an extensive amenity area with a gym and pool and gathering space for adults and children. The addition of the amenity space was due to market desires for this type of space and provides an area where the owners and guests in the building can relax and enjoy as well as increase the sense of community.

Thank you for opportunity to submit this proposal. We believe that it is in compliance with the intent of the CUP/MPD and the DA. The exterior configuration has not changed significantly and the bulk and massing of the building, with few minor architectural changes, almost identical to the original concept. We appreciate your consideration of this proposal and welcome any question or comments you may have to help make this a better project.

Sincerely,



Rory Murphy
CRG Development Partners, LLC



Exhibit B – Applicant's Project Description

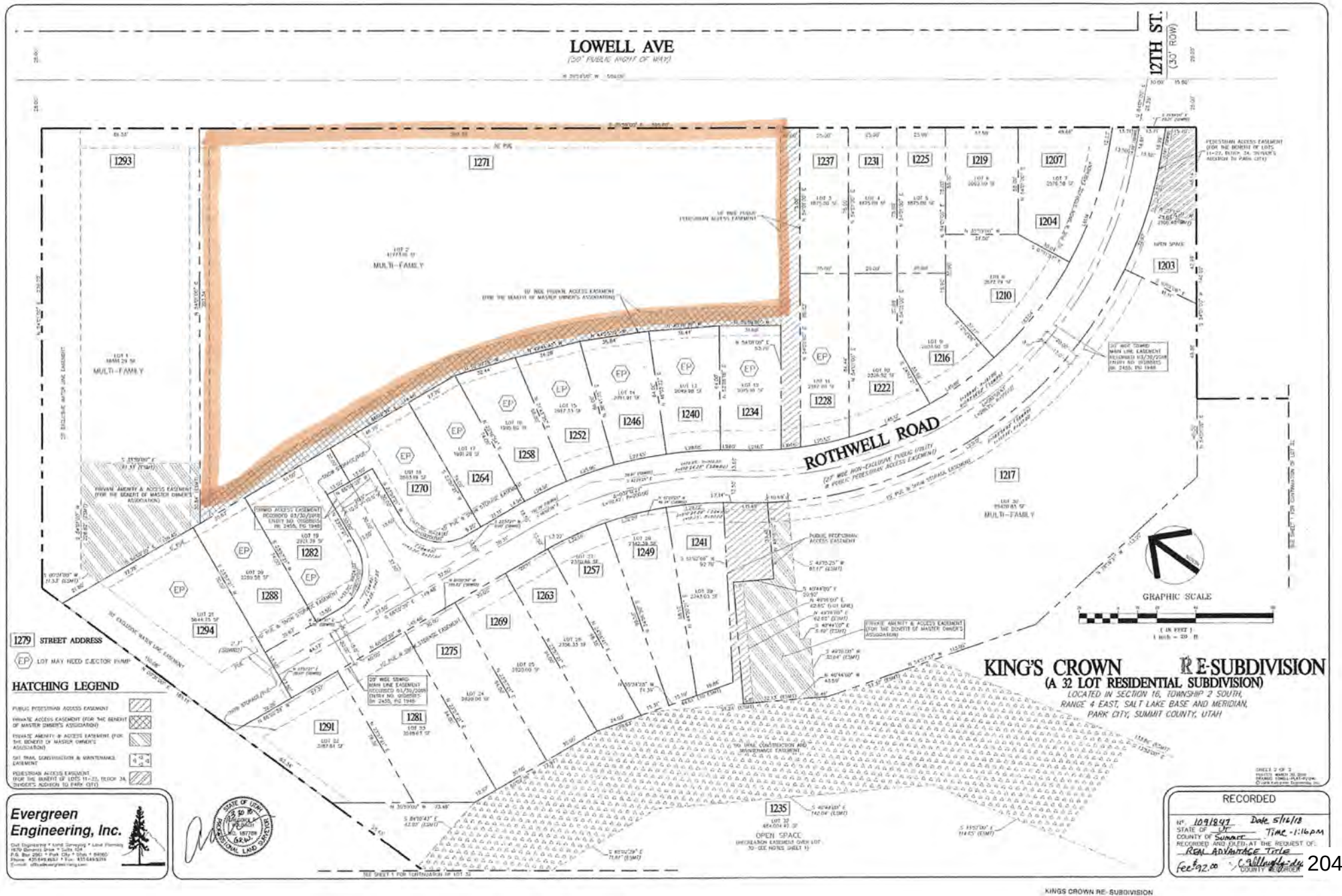
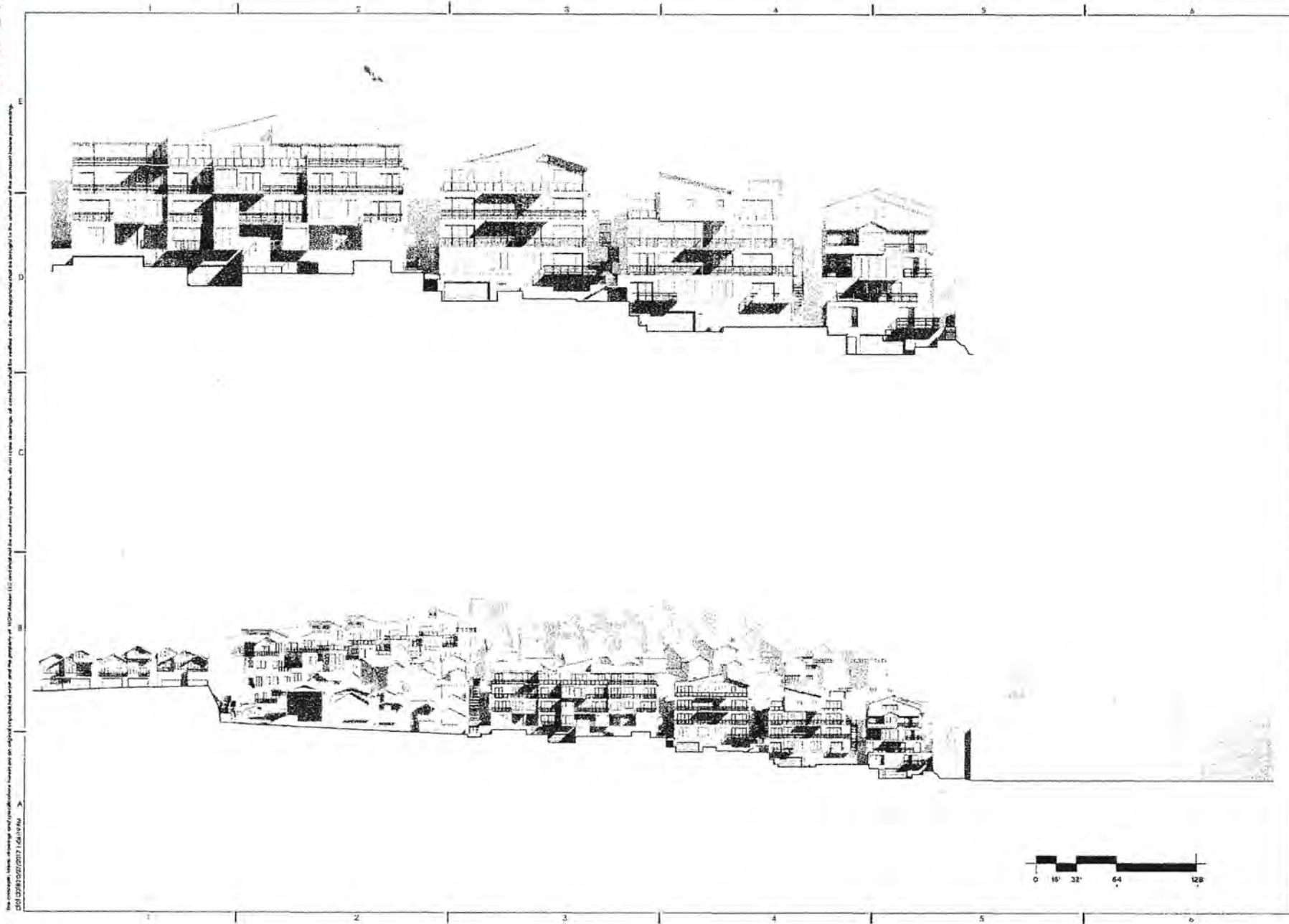


EXHIBIT B



WOW

**PRELIMINARY
NOT FOR
PERMIT OR
CONSTRUCTION**

**KING'S CROWN
MASTER PLANNED DEVELOPMENT
1201-1299 LOWELL AVENUE
FARM CITY, UTAH**

**PROJECT #
10023
DATE
03/22/2017
ISSUE
ARCHITECTURAL
REVISIONS**

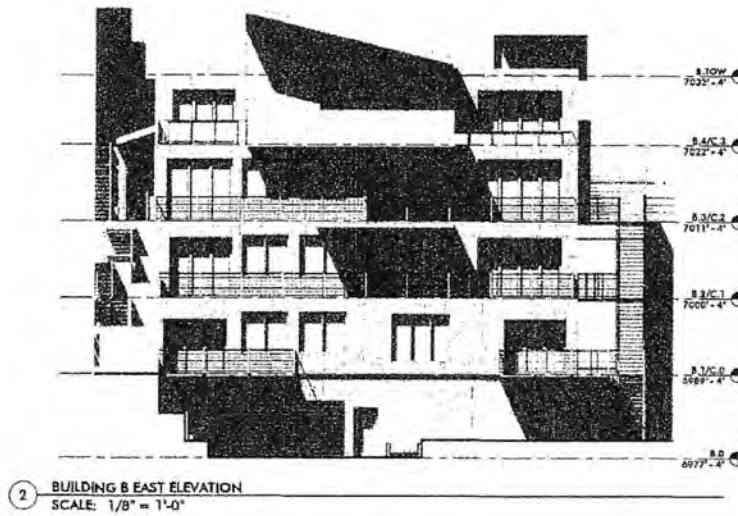
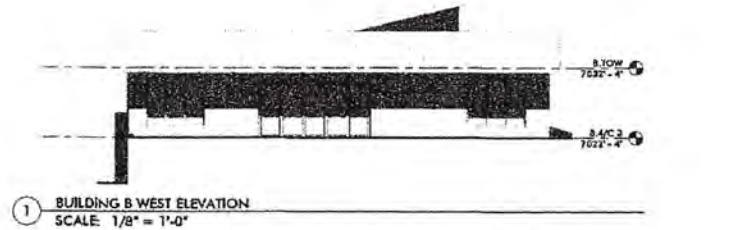
**LOWELL AVE -
STREETSCAPE ELEVATIONS
AE-201**

DESIGN: WOODWARD CLARK ARCHITECTS, LLC
DATE: 03/22/2017
BY: WCL

CIVIL: OVERGREEN
MECHANICAL: JAYANT ENGINEERING
ELECTRICAL: JAYANT ENGINEERING
LANDSCAPE: BIRCH
STRUCTURAL: BIRCH
INTERIOR: BIRCH



207



WOW

PRELIMINARY
NOT FOR
PERMIT OR
CONSTRUCTION

CIVIL
ENGINEER
ARCHITECT
MECHANICAL
ELECTRICAL
PLUMBING
LANDSCAPE
INTERIOR
DESIGN

KING'S CROWN
MASTER PLANNED DEVELOPMENT
1201-1299 LOWELL AVENUE
PARK CITY, UTAH

PROJECT #
10006
DATE
10/2/2017
BY
MPC/CSM/AL
REVISIONS

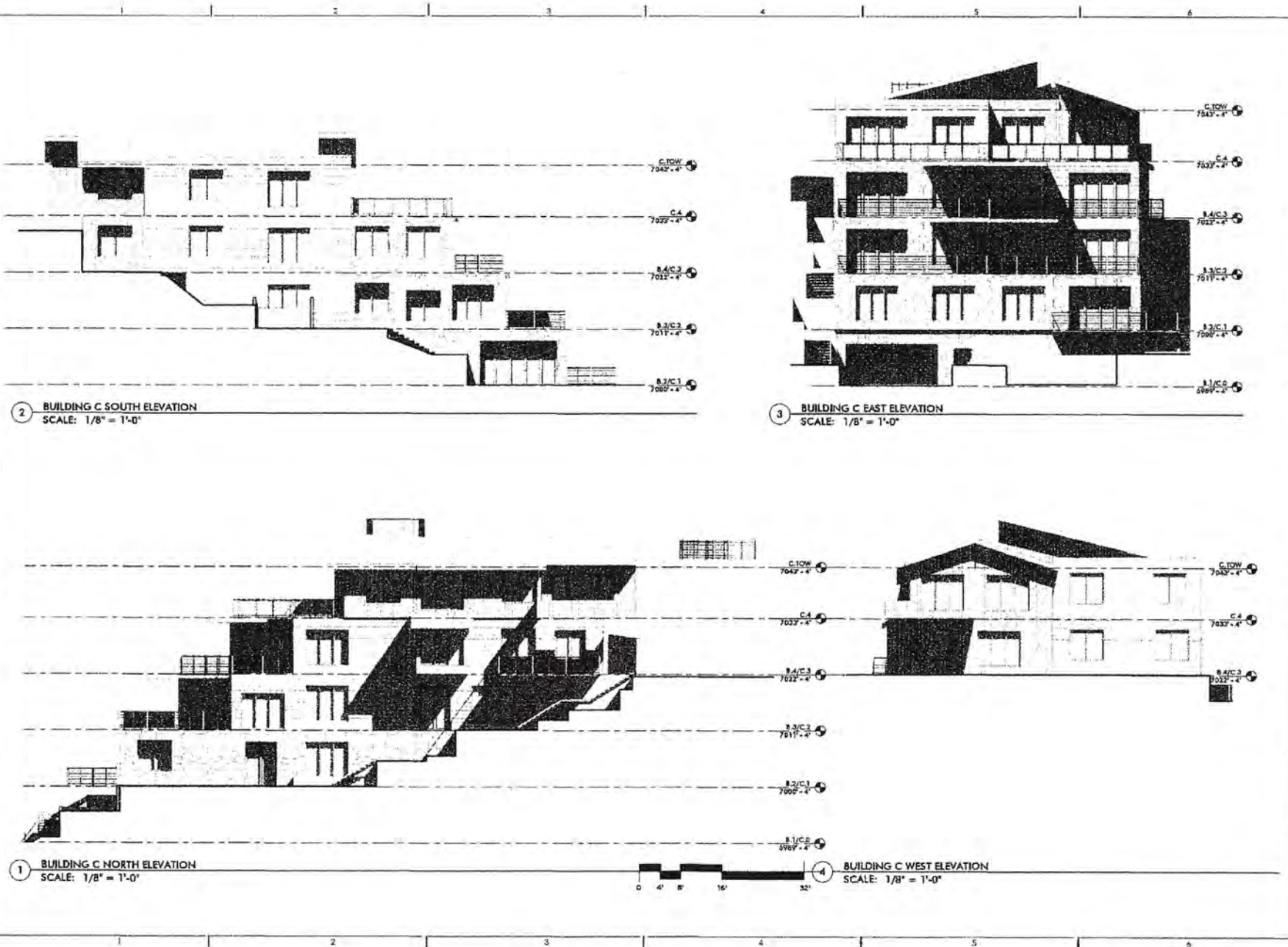
BUILDING B ELEVATIONS

AE-222

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802

For concrete, steel, aluminum and reinforcement details see the original unadorned text and the property of "KING'S CROWN" and shall be used for any other work. Do not copy, alter, or otherwise use the information of this architectural drawing.



W.C.O.W.

PRELIMINARY
NOT FOR
PERMIT OR
CONSTRUCTION

CIVIL
ELECTRICAL
MECHANICAL
PLUMBING
LANDSCAPE
ARCHITECTURE
INTERIOR

KING'S CROWN
MASTER PLANNED DEVELOPMENT
1201-1299 LOWELL AVENUE
PARK CITY, UTAH

PROJECT #:
180024
ISSUE DATE:
05/11/2017
ISSUE:
MPO/LEAVITT
REVISIONS

BUILDING C ELEVATIONS

AE-223

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2 BUILDING D WEST ELEVATION
SCALE: 1/8" = 1'-0"

1 BUILDING D EAST ELEVATION
SCALE: 1/8" = 1'-0"

WOW

PRELIMINARY
NOT FOR
PERMIT OR
CONSTRUCTION

OWNER:
KING'S CROWN
ARCHITECTURAL
ENGINEERING
ARCHITECT
ELECTRICAL
MECHANICAL
PLUMBING
PAINTING
INTERIOR
FINISHES

KING'S CROWN
MASTER PLANNED DEVELOPMENT
1201-1229 LOWELL AVENUE
PARK CITY, UTAH

PROJECT #:
ISSUE DATE:
12/7/2017
WOW/3392/1
REVISED

BUILDING D ELEVATIONS

AE-232

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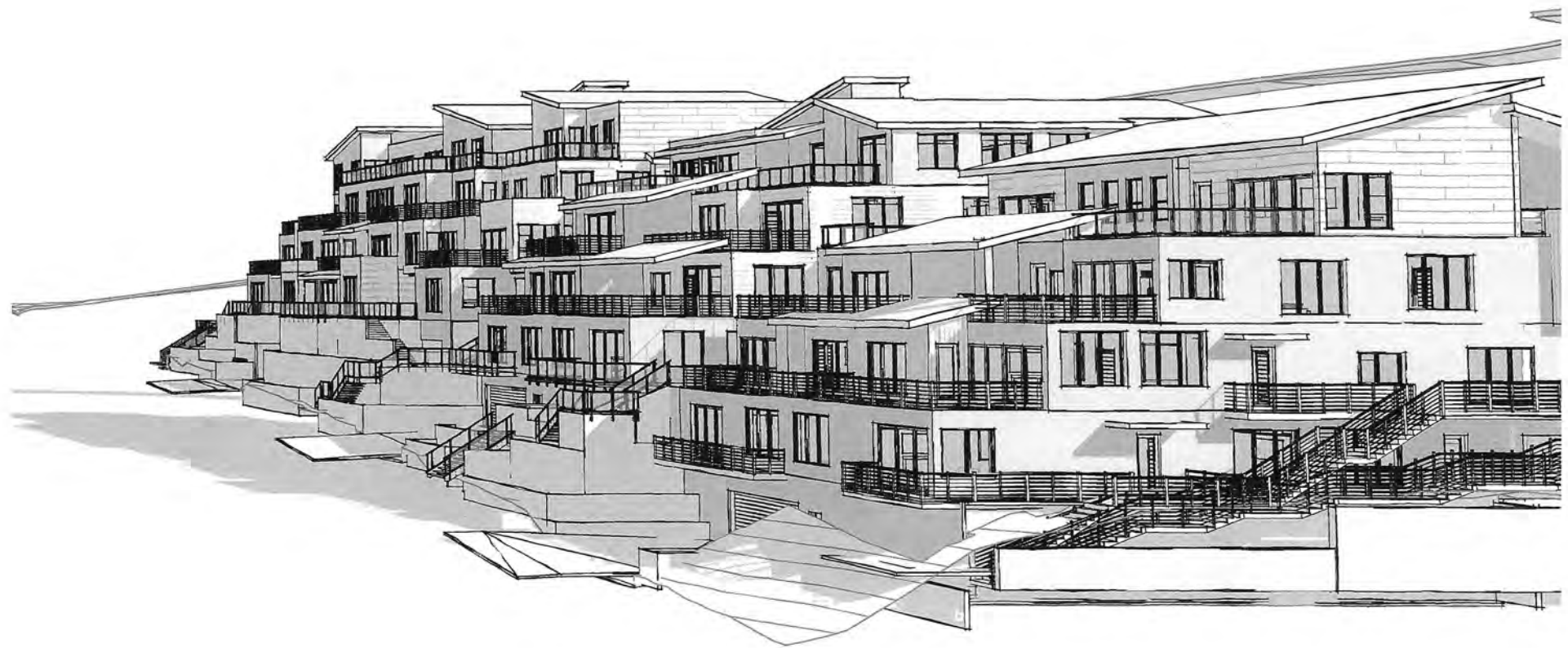














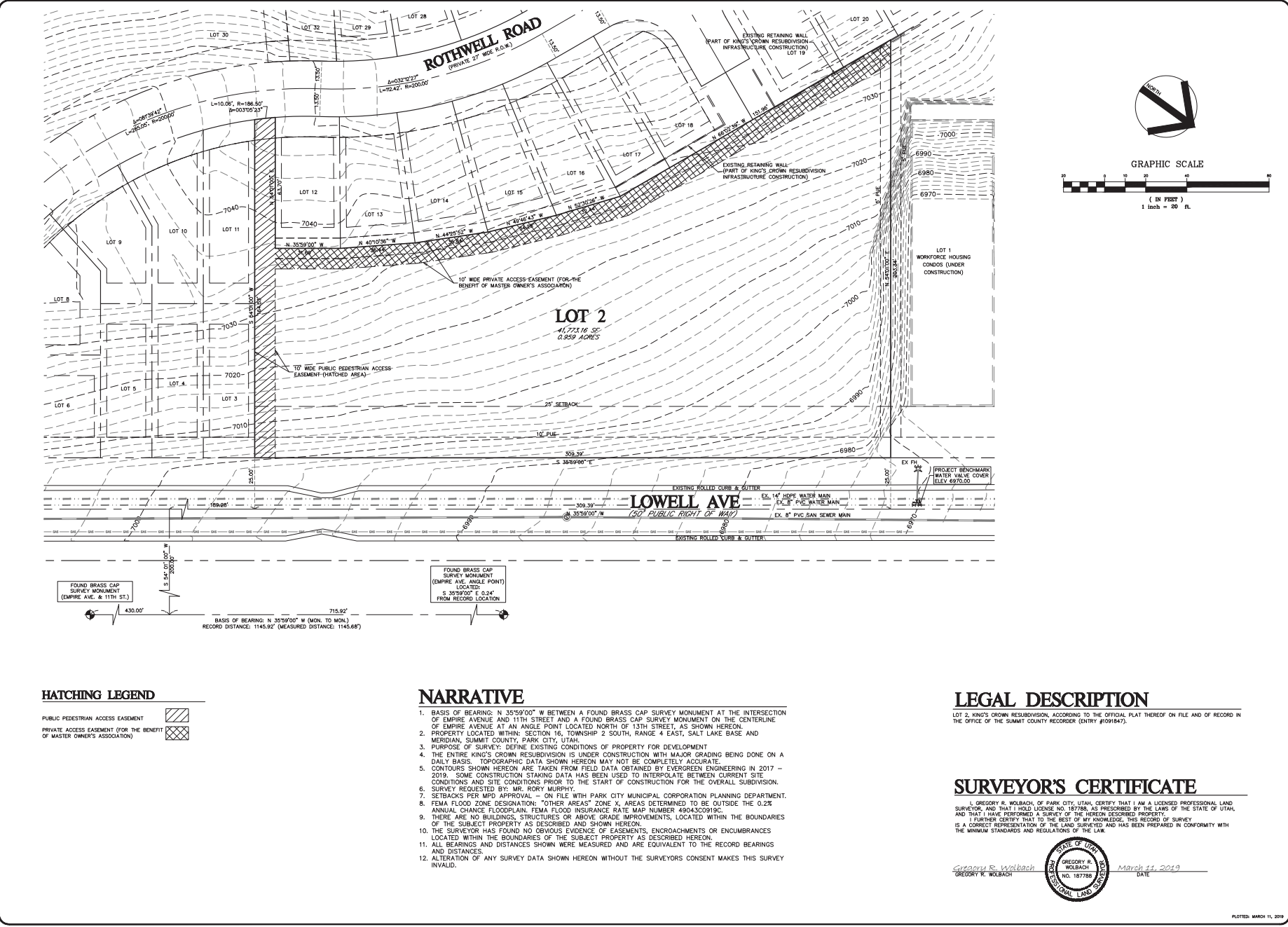












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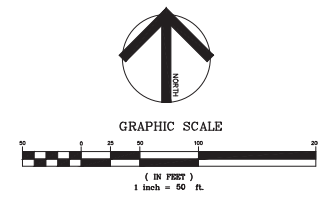
REVISIONS	DATE	BY	COMMENTS

DESIGNED BY: ADM
DRAWN BY: ADM
CHECKED BY: ADM

KING'S CROWN RESUBDIVISION, LOT 2
EXISTING CONDITIONS PLAN

DATE: 03/11/2019
FILE: LOT2-TOPG
FOR: CRG DEVELOPMENT, LLC

SHEET 1 OF 1



PLOTTED: FEBRUARY 28, 2019

SHEET 1 OF 1

[illegible]

**Evergreen
Engineering, Inc.**

Civil Engineering • Land Surveying • Land Planning
and Design • Environmental • Urban • 84060
Phone: (801) 557-5482
E-mail: amor@evergreen-eng.com









Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Laura Newberry

Submitting Department: Planning

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Continue an Ordinance Approving Twisted Branch Subdivision within the Flagstaff Mountain Development Area, Located South of Pod B2 and the Montage Resort and North of Pod D and the Red Cloud Subdivision

(A) Public Hearing (B) Continue to a Date Uncertain

Suggested Action:

Attachments:

[Twisted Branch Subdivision Continuation Staff Report](#)



City Council Staff Report

Application: PL-17-03664
Subject: Twisted Branch Subdivision
Author: Kirsten Whetstone, MS, AICP, Senior Planner
Date: June 20, 2019
Type of Item: Continuation

Summary Recommendations

Staff recommends City Council conducts a public hearing and continues this item to a date uncertain.

Description

Owner: REDUS Park City LLC and Park City Municipal Corp
Applicant: Michael Demkowics - Alliance Engineering
Location: Guardsman Pass and Twisted Branch Roads area including metes and bounds property within the Flagstaff Annexation area
Zoning: Residential Development (RD-MPD) and Recreation Open Space (ROS), subject to the Flagstaff Annexation and Development Agreement
Adjacent Land Uses: Deer Valley Resort, SR 224 (aka Guardsman Rd), B2 East Subdivision (undeveloped residential), Red Cloud Subdivision (residential lots) and open space areas and trails.

Executive Summary

This is a request for a continuation of a final subdivision plat to create three platted lots of record for an 1) on-mountain, private "Beano's" style restaurant as described in the Amended Flagstaff Development Agreement, 2) existing City water tank and 3) existing City water pump station. The plat also creates parcels for Deer Valley Resort uses (ski runs, trails, bridges, snowmaking, access, trailhead, etc.) as well as open space. Twisted Branch Road will remain a private gated road. No residential development density is assigned to any of the lots or parcels, and the property is subject to the Amended Flagstaff Development Agreement and Technical Reports.

Recommendation

Staff recommends City Council conducts a public hearing and continues this item to a date uncertain.

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve a Request from Deer Valley for an Increased Level of Service (LOS) for Traffic Mitigation for Two Events Including the Level 4 Special Event Deer Valley Music Festival and the Level 4 Special Event Deer Valley Concert Series
(A) Public Input (B) Action

Suggested Action:

Attachments:

[Deer Valley Increased Level Of Service and Costs Staff Report](#)

[Exhibit A: Signed 12th Amended Deer Valley MPD](#)

[Exhibit B: Background For DV PCMC Event Mitigation Including Pilot Summer 2019 Program and World Championship Transportation Plan](#)

[Exhibit B: DV PCMC September 3 Pilot Transportation Event Mitigation](#)

[Exhibit B: DV PCMC World Championship Transportation & Event Mitigation Plan](#)

City Council Staff Report



Subject: Enhanced Transportation Mitigation for Deer Valley Music Festival and Deer Valley Concert Series
Author: Jenny Diersen, Special Events & Economic Development Program Manager
Department: Special Events and Economic Development
Date: June 20, 2019
Type of Item: Administrative

Recommendation

City Council should hold a public hearing, consider a request for increased Level of Service (LOS) for transportation mitigation (including police and transit services) and associated costs for City Services for two, Level 4 event permits (Deer Valley Music Festival (Utah Symphony & Opera) and Deer Valley Concert Series).

Staff recommends a collaborative mitigation approach that increases transit-first operations and public safety for the 10 concerts (out of 21 total dates) which we anticipate attendance above 3,000. As part of the recommendation, costs for additional transit services will be borne by Special Events (\$30K). Staff believes this approach is necessary to support our Critical Community Priority – Transportation – and further our transit- first goals.

Background

An extensive background on this topic, including history of Transportation Planning/Public Safety for events at Deer Valley (DV), the 2018 summer pilot Transportation Plan and World Championship Transportation Plan can be found in Exhibit B. This is important as a reference document to understand our mutual goals and efforts to improve transportation impacts during DV events.

There is a heightened urgency to resolve this request, as DV's first sell-out concert (5,000 people) is scheduled June 30.

- This request does not include Mountain Town Music's Wednesday Night Grand Valley Bank Community Concert Series.
- The transportation mitigation plan being proposed is not required as part of the event permit.
- Special Events are not regulated under the DV Master Plan Approval (DVMPD) (Exhibit A).
- Limitations on summer Special Event parking (non-winter parking) are under the authority of Council - the DVMPD parking covenants do not apply.
- Through the event permit, Council may choose to eliminate street parking all together.

Special Events are regulated by [Park City Municipal Code Title 4A Special Events](#), specifically as per section [4A-2-3\(C\)\(1\)\(d\)](#) and [4A-2-3\(H\)](#). Staff determined that the request for increased Level of Service and associated costs is a material change and therefore this item is under Council's authority for review and approval/denial.

Current City Policy

1. Special Events at Resorts – The Park City Municipal Code ([summary of Title 4A changes](#)) was updated in September 2018 and changes included facilitating events at resorts due to their embedded infrastructure. For Special Event permitting this means:
 - a. Level 1 to 3 Events – Minor impact, City does not permit (DV provides City a list of events so we are aware and can help with building permits and vendor/licensing).
 - b. Level 4 to 5 – Expected Transportation & Public Safety Impacts, City permits and coordinates operations with resort. Pursuant to DV's 2019 application, [Per 4A-2-3\(C\)\(1\)\(d\)](#), staff determined the increase LOS would be a material change and Council retains approval authority.
2. Transportation – In order to effectuate our Critical Community Priority – Transportation - staff (Transportation Planning, Parking, Transit, Streets, Police and Economic Development/Event) work year round with residents, community partners, and event applicants to plan and implement a multifaceted transportation mitigation plan to increase the effectiveness of transit modes, encourage non-auto travel, enhance real time traveler information, manage traffic signals and discourage impacts on residential neighborhoods.

Summary

Council should focus on the following question:

1. Does Council support enhanced LOS transportation at DV this summer by funding increased transit?

Neither the City nor DV are required to provide an increased LOS. However, both parties agree that based on Council's Critical Priorities and DV's commitment to enhancing transportation mitigation and safety, this is a good example of setting the path for future partnerships to help achieve goals in our community. For example, staff recommends paying for increased transit coupled with Deer Valley paying for increased public safety costs for any concert over 3,000. However, staff is aware this may create a precedent for future event requests seeking City participation in mitigation costs.

Parking on DV Drive

Council retains the authority for parking on DV Drive and public streets. The current event operation plan allows overflow parking past lot 6 on DV loop during summer events as a result of historical practice and road widths.

Alternatives

Transportation Mitigation plans during events are complex. Staff and Deer Valley have discussed and reviewed a number of alternatives. City Council could discuss other alternatives including looking into Special Event Fee Reduction for increased Public Safety instead of paying for increased transit or go to a Status Quo alternative (no increased transit or public safety).

Funding Source

As recommended, an increased LOS (transit) would increase costs to the City. DV would pay for the increased LOS for public safety as well as take on hard costs to implement this plan.

Attachments & Links

Exhibit A Deer Valley Master Planned Development 12th Amendment

Exhibit B Deer Valley Special Event Background including Summer 2018 Pilot Program
and World Championship Details

When recorded, Mail to:
 Park City Recorder
 PO Box 1480
 Park City, UT 84060

**DEER VALLEY RESORT TWELFTH AMENDED AND RESTATED
 LARGE SCALE MASTER PLANNED DEVELOPMENT PERMIT
November 30, 2016**

WHEREAS, Royal Street Land Company, a Utah corporation ("Royal Street") heretofore submitted to the Planning Commission of Park City ("Commission") certain items with relation to a residential, commercial, and recreational development project known as Deer Valley / Lake Flat Area Development ("Project") which items were listed in the original Permit granted for the Project by Commission and are incorporated herein by reference; and

WHEREAS, Commission found that such items submitted by Royal Street complied with and satisfied all applicable requirements of the Park City Land Management Code as then in force, to permit the construction of the Project as a planned unit development pursuant to the planned unit development exception then contained in the Park City Land Management Code; and

WHEREAS, Commission heretofore issued to Royal Street a Special Exception Permit dated September 27, 1977, with relation to the Project, which Special Exception Permit was amended by an Amended Special Exception Permit dated June 27, 1979 issued to Royal Street and by a Second Amended and Restated Special Exception Permit dated January 27, 1982, a Third Amendment to Special Exception Permit dated May 17, 1984, a Fourth Amendment to Special Exception Permit dated February 21, 1985, a Fifth Amended and Restated Special Exception Permit dated December 23, 1986, a First Amendment to Fifth Amended and Restated Special Exception Permit dated November 29, 1989, a Second Amendment to Fifth Amended and Restated Special Exception Permit dated April 11, 1990, a Sixth Amended and Restated Special Exception Permit dated October 10, 1990, a Seventh Amended and Restated Large Scale Master Planned Development Permit dated April 14, 1993, an Eighth Amended and Restated Large Scale Master Planned Development Permit dated April 25, 2001, a Ninth Amended and Restated Large Scale Master Planned Development Permit dated June 28, 2006, a Tenth Amended and Restated Large Scale Master Planned Development Permit dated August 12, 2009, and an Eleventh Amended and Restated Large Scale Master Planned Development Permit dated March 23, 2011, which were issued to Deer Valley Resort Company ("Permittee"), as assignee and successor to the rights of Royal Street under the Special Exception Permit; and

WHEREAS, Permittee and Commission desire to further amend and restate the Large Scale Master Planned Development Permit to reflect actions approved by the Commission with respect to the combination of vacant Deer Valley MPD Silver Lake Village Lots F, G, and H into one Lot I and to transfer 843 square feet of existing residential density (0.4215 unit equivalents (UE)) from Deer Valley MPD Silver Lake Village Lot D (existing Goldener Hirsh Inn) to the new Deer Valley MPD Silver Lake Village Lot I, to accommodate connection, access and circulation between the Goldener Hirsch Inn on Parcel D and the future Goldener Hirsch Residences proposed on Parcel I.

WHEREAS, Permittee has requested modification to the Large Scale Master Planned Development Permit and Commission is willing to grant said modifications as herein set forth; and

WHEREAS, Commission finds that it is in the best interest of Park City and its citizens that Permittee be granted the right to construct and develop the Project as a Master Planned Development in accordance with the Park City Land Management Code passed and adopted December 22, 1983, effective January 1, 1984 as the same has been amended by Ordinance to the date hereof (herein designated the "Code") and in accordance with the Large Scale Master Planned Development Permit as amended and restated hereby.

NOW THEREFORE, the Large Scale Master Planned Development Permit is hereby amended and restated to authorize and grant the right, and Permittee is hereby authorized and granted the right, to develop and construct the Project, subject to Planning Commission approval of any required Conditional Use Permits for site specific development and City Council approval and recordation of any required subdivision plats, as outlined and detailed in this: (A) Twelfth Amended and Restated Large Scale Master Planned Development Permit ("Permit") including the Exhibits hereto and those documents and items submitted by Permittee as aforesaid, as a Master Planned Development pursuant to the Master Planned Development provisions contained in the Code; and, (B) the Agreement dated July 12, 1978, between Park City, as "City", and Royal Street, as "Royal Street", as amended by an Amendment to Agreement dated May 29, 1978, a Second Amendment to Agreement dated April 3, 1980, a Third Amendment to Agreement dated August 21, 1980, as amended and restated in its entirety by a Fourth Amendment and Restatement of Agreement, a Fifth Amendment to Agreement dated May 17, 1984, and a Sixth Amendment to Agreement dated February 21, 1985, and all subsequent amendments, which are all incorporated herein by reference and which Agreement as so amended is herein referred to as the "Agreement", and as such Agreement may hereafter be further amended from time to time. Park City is hereinafter referred to in this Permit as "City".

A. **Densities.** For purposes of determining densities in the Project:

(1) Insofar as the following portions of the Project are concerned, the authorized densities shall be as follows:

<u>Parcel Designation</u>	<u>Authorized Dwelling Units</u>
Northwest Multi-Family (Fawn grove)	80
North Entrance Multi-Family (Pinnacle)	40
North Hillside Multi-Family (Pinnacle)	46
Southwest Multi-Family (Aspenwood)	30
Southwest Multi-Family (Courchevel)	13.5
Northwest Hillside Multi-Family (Daystar)	24
South Entrance Multi-Family (Stonebridge)	50
South Multi-Family (Lakeside)	60
West Multi-Family (Pine Inn and Trails End)	40
Total	383.5

For purposes of determining densities on the parcels designated in this Subparagraph (1), a single family home or an apartment containing two bedrooms or more constituted a dwelling

Unit, a one-bedroom apartment constituted one-half of a dwelling Unit, and a hotel room or lodge room constituted one-half of a dwelling Unit. The parcels in this subparagraph have all been developed as of the date hereof.

(2) Insofar as all portions of the Project other than the nine parcels containing 383.5 dwelling Units identified in Subparagraph A. (1) above are concerned, an apartment Unit containing one bedroom or more shall constitute a dwelling Unit and a hotel room or lodge room shall constitute one-half of a dwelling Unit.

(3) If approved in advance by Commission and Permittee, the owner of any development parcel in the Project shall have the right to have the densities permitted on said development parcel calculated in accordance with Subparagraph A. (1) or Subparagraph A. (2) above and/or with Exhibit 1 attached hereto (whichever is applicable) or in accordance with the Unit Equivalent formula contained in Section 10.12 of the Code, as said Unit Equivalent formula may from time to time be amended or modified. In the event of election of an owner to utilize said Unit Equivalent formula and approval thereof by Commission and Permittee, the maximum number of Unit Equivalents which may be contained in the structures built upon said development parcel shall not exceed the permitted number of dwelling Units to be constructed thereon determined in accordance with Subparagraph A. (1) or Subparagraph A. (2) above and/or with Exhibit 1 attached hereto (whichever is applicable) and the number of Unit Equivalents as constructed on said development parcel shall for all purposes hereof be deemed the number of units constructed thereon. Approval of use of the Unit Equivalent formula by Commission and Permittee shall not, and cannot, alter or release any private land use covenants between the owner and Deer Valley, or others, concerning development of the property or the density permitted thereon.

(4) Insofar as the following portions of the Project are concerned, the authorized densities, permitted on the development parcels are required to be calculated in accordance with the Unit Equivalent Formula contained in Section 10.12 of the Code as said Unit Equivalent formula may from time to time be amended or modified:

<u>Parcel Designation</u>	<u>Authorized Unit Equivalents</u>
Snow Park Village	209.75
Total	209.75

B. Unit Size. Except for units with relation to which the owner elected or elects to or is required to utilize the Unit Equivalent formula, there shall be no size limitation for Units constructed on any parcel provided that following construction the parcel proposed to be developed contains a minimum of 60% open space and otherwise complies with MPD and all applicable zoning regulations.

C. Development Parcel Designations. Development parcel designations, prescribed densities, parcel sizes, building height limitations (the height limitation for each parcel will be determined by reference to the Code in effect at time of application for approval of the development of the parcel) and the status of development of the parcels as of the date hereof are reflected on Exhibit 1. Permittee shall have the right to develop a total of 2,110 residential Units (exclusive of employee housing Units) within the Project. Permittee shall have the right to develop 209.75 Unit Equivalents within the Snow Park Village, subject to the conditions and

requirements of the Park City Design Guidelines, the Deer Valley Design Guidelines, and the following:

(1) **Conditional Use Review.** Prior to the sale by Permittee of the Snow Park Village, Permittee shall submit a site-specific plan with relation to such parcel to the Commission requesting approval for construction on the parcel. In addition, the Permittee shall request the establishment of building site conditions with relation to the parcel. Accordingly, Permittee or persons acting on its behalf shall file with the Community Development Department of City a completed application form supported by the information set forth in Section 15-6 of the Code, as the same may be amended from time to time. The procedure for the approval or disapproval of any site-specific plan shall be based upon the provisions of this Permit and the conditional use criteria of the Code in effect on the date of application. Components of the Project, other than land development parcels, are listed on Exhibits 2 and 3.

D. Subdivision of Development Parcels. Prior to the sale of any individual lots on any parcel listed on Exhibit 1 developed for residential use as a "subdivision" as defined by the City subdivision ordinance and state statute, the party electing to establish a subdivision on said parcel shall comply with all applicable provisions of the City subdivision ordinance in effect at the time of application. The procedure for the approval or disapproval of any subdivision application shall be based upon the procedure provided in the City subdivision ordinance in effect at the time of application.

Prior to the filing of a record of survey map and declaration of condominium to establish a condominium on any parcel listed on Exhibit 1, the party electing to establish a condominium shall comply with all applicable provisions of any City condominium ordinance in effect at the time of application. The procedure for the approval or disapproval of any condominium shall be based upon the Utah Code and any City condominium ordinance in effect at the time of application.

E. Applicability of Sensitive Area Overlay Zone. For projects within the Deer Valley Large Scale Master Planned Development, the density limitations of the Sensitive Area Overlay Zone do not apply because Master Planned Developments approved prior to the adoption of the Sensitive Area Overlay Zone are vested in terms of density. Site planning standards can be applied only to the extent that they do not unequivocally reduce vested density. Limits of disturbance, vegetation protection, and building design standards do apply.

F. Relationship to National Standards. The provisions of the Code and any other applicable zoning and development ordinances including national standards with respect to engineering or building requirements as adopted by City, in effect in City on the date hereof, shall govern the development within the Project, except as otherwise provided herein.

G. Off-Street Parking. Parking required with relation to each portion of the Project shall be based upon Code as in effect at the time application for a building permit for such portion of the Project as is filed with City. For purposes of calculating required parking, the Project shall be deemed to be zoned Residential Development District (RD) Master Planned Developments (MPD). Parking for each separate development parcel in the Project shall be determined in accordance with the Code at the time of application for Conditional Use approval. Any additional parking shall not encroach into zoned open space.

If the capacity of the surface parking lots in the Snow Park Community is exceeded on 10% or more of the days during any single ski season the need for constructing additional parking in said area shall be reviewed by the Commission.

H. Commercial Space, Support Commercial, and Meeting Space. Exhibit 2 hereto lists commercial and support space allotted to the Project. The General Snow Park Commercial category is restricted in utilization within the Project to the following parcels in the Snow Park area:

Pine Inn Multi-Family Parcel
 Snow Park Lodge Multi-Family Parcel (Black Diamond Lodge)
 Snow Park Village (Combination of Snow Park Hotel Parcel and
 Snow Park Parking Area Parcel)
 Snow Park Day Center Parcel

Utilization of portions of the General Snow Park Commercial category within any of the above listed parcels is subject to the specific approval of both Permittee and Commission.

In addition to the Exhibit 2 Commercial Space permitted in the Project, Support Commercial shall be permitted and used as defined in the Code, as amended, at the time of application.

I. Employee Housing. Permittee has been required to cause the development of 112 employee (affordable) housing units pursuant to prior editions of this Permit. Prior to the date of this Permit, Permittee has developed or caused to be developed units qualifying under the low and moderate income housing exception of the Code as follows:

<u>Project Location</u>	<u>Number of Qualifying Units</u>
A. Units in Deer Valley:	
Little Belle Manager Unit	1
Stag Lodge Manager Unit	1
Sterlingwood Manager Unit	1
Bald Eagle Caretaker Units	2
Mt. Cervin Manager Unit	1
Deer Valley Club Manager Unit	1
B. Units Other Than in Deer Valley:	
Parkside Apartments	42
Fireside Apartments / Condos	42
Washington Mill Apts.	8
Peace House	3
Aspen Villas / Silver Meadows (Participation)	9
Fawn grove Employee Unit	1
Total	112

Deer Valley shall be obligated to comply with all applicable ordinances of City relating to the creation and construction of employee housing, including ordinances that are adopted after the date of this Permit. Deer Valley will be given credit for the previously developed units

identified above when computing the employee housing obligation under applicable ordinances. The City acknowledges full satisfaction of Deer Valley's current obligation in the Employee Housing Agreement dated October 6, 1995 executed in conjunction with Deer Valley's contribution to the Silver Meadows project. If, at the time a new employee / affordable housing ordinance is adopted, the number of existing employee / affordable housing units built by Deer Valley or persons acting on its behalf exceeds the number of units required by the new ordinance, credit shall be given against the ordinance imposed obligation, but in no event shall City be obligated to reimburse Deer Valley for any excess, or to permit the assignment of the excess to other parties with a similar employee housing requirement. If, at the time a new employee / affordable housing ordinance is adopted, the number of existing units built by Deer Valley or those acting on its behalf falls short of the newly imposed ratio of employee units to conventional units, Deer Valley agrees to be bound by the provisions of the newly adopted ordinance; provided, however, that the new ordinance shall apply only to those Units on which site specific approval is granted after the adoption of the employee / affordable housing ordinance.

J. Technical Reports. Permittee shall submit updated technical reports with regard to traffic monitoring, water systems, and sewer systems for review by Commission as significant changes occur in those systems and as needed for specific project review as required by the Community Development Director and Public Works Director prior to density approval.

K. Public Use of Ski Facilities. Use of all ski facilities shall be open to the general public and shall not be restricted to owners of property located in Deer Valley or to members of any private club. Furthermore, all charges, fees and costs paid by the general public for the use of such facilities shall not exceed the charges, fees and costs paid by owners of property located in Deer Valley.

L. Trails .There are 4 types of trails in Deer Valley:

- (1) Bicycle paths located within street rights-of-way;
- (2) Pedestrian paths connecting parcels together within a community;
- (3) Connecting paths connecting communities together; and
- (4) Hiking trails to provide access to the mountain.

Bicycle paths shall be located within street rights-of-way dedicated to City and shall be operated and maintained by City as shown on the Deer Valley Trails Master Plan and the City Trails Master Plan.

Pedestrian paths shall be hard surfaced, a minimum of five feet wide, a maximum of six feet wide and built to public sidewalk specifications. These paths shall connect development parcels together and connect development parcels to commercial nodes. At the time of conditional use approval of a particular development parcel, the developer of said parcel shall provide a pedestrian path across said parcel connecting to the paths on the adjoining parcels. The location of these paths shall be determined by the parcel developer and by City staff with the Deer Valley Trails Master Plan used as a guide. The locations shall be modified as necessary to take into consideration topography and existing trails, and shall tie into the bus system which serves Deer Valley. These paths shall form a year-round system. Maintenance shall be the responsibility of the parcel owner. A 10 to 15 foot wide easement (easement size

shall be determined at the time of site specific conditional use approval) for each pedestrian path shall be dedicated to City and is required to be shown on the recorded plat for the applicable development parcel.

It is recognized by the parties that the property within the Deer Valley Resort is private property. Public access to ski runs is at the discretion of Permittee. Summer public access and non-destructive summer use which includes casual hiking on ski runs shall be allowed by Permittee subject to reasonable rules and regulations.

In the event that City in its sole discretion determines that City should hold any easements for hiking, City shall make a request that an easement be granted for any or all of the hiking trails that City desires to hold within or adjacent to ski runs shown on the Trails Master Plan. In the event that City obtains a formal agreement, City agrees to maintain such hiking trails, and Permittee will provide legal descriptions, signage and grant to City an easement (minimum of 10 feet to maximum of 15 feet wide) to maintain such hiking trails without hard surface and without winter maintenance. If City desires to upgrade the hiking trails beyond that which currently exists, City agrees to bear the cost of those improvements. The Trails Master Plan shall serve as a general guide in determining the final location of said hiking trails. In the event City obtains and holds formal easements for hiking trails, City shall indemnify and hold Permittee and its successors and assigns harmless from and against any loss, damage, injury or responsibility with relation to any such trail and any claims, demands or causes of action from any person resulting from injuries sustained while utilizing any hiking trails for which City has obtained and holds easements. Said public easement shall also be subject to such additional reasonable rules and regulations as Permittee deems appropriate to eliminate possible interference with the operation and maintenance of the ski resort, or in the interest of safety or security.

M. Open Space. With the exception of those parcels identified on Exhibit 1 and those areas and items listed on Exhibit 2 as "commercial and support space", all remaining property in the Project is hereby designated "landscaped open space" as that term is defined in the Code as presently in effect and shall remain substantially free from structures, roads and parking lots except as otherwise approved by City or permitted by the Code as presently in effect. The "landscaped open space" shall be maintained and operated by Permittee at Permittee's sole cost and expense.

N. Fire Considerations. All buildings or structures located within the Bald Eagle, Silver Lake, and North Silver Lake Communities shall be fire sprinkled in accordance with UBC 38-1-82.

O. Water Improvements .Permittee agrees that, as a condition of and concurrently with issuance to Permittee of a building permit for the construction of any buildings or structures comprising a portion of the Project, Permittee shall be obligated to agree in writing to construct and convey to City storage facilities, pumping facilities, and transmission lines, as agreed upon and approved by the Public Works Director and City Engineer at the time of issuance of said building permit, to the extent necessary to store and transmit culinary water, irrigation water, and water for fire flows to the buildings and structures covered by the building permit and to connect the same to the water system of City, and shall evidence to the satisfaction of City the ability of Permittee to comply with such agreements.

Permittee agrees that completion of the action required by this Section O with relation to any building or structure included in the Project shall be deemed a condition precedent to the

right to occupy and utilize the building or structure. Commission and Permittee agree that the general level of water facilities construction for the Project required by this Section O has been heretofore accomplished by Permittee.

The existing agreement relating to water rights and water facilities for Deer Valley development entered into November 17, 1988 between Permittee as "DVRC", Royal Street as "Royal Street", and City as "Park City" and the Deer Valley Water Facilities Improvement Agreement dated March 31, 1994 between City, Royal Street and Permittee (as "DVRC") and the Amendment to the 1994 Deer Valley Water Facilities Improvement Agreement dated May 12, 2006 between City as "Park City", Royal Street and Permittee (as "DVRC") are made a part of this Permit by reference.

P. Sewer Considerations .Although City has no responsibility for sewer approvals; the Snyderville Basin Sewer Improvement District has indicated the following with respect to sewerage in Deer Valley: Projected flow calculations are based on average wastewater flow from residential units and make no distinction regarding size. In other words, the Sewer District does not follow the "unit equivalent" concept as does City.

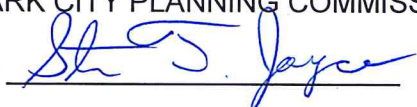
The Sewer District has previously reviewed both the Upper and Lower Deer Valley sewer systems and made the following comments: Upper System (American Flag / Silver Lake Community) - There are two sections of sewer within the American Flag Subdivision that limit upstream, new growth to approximately 325 additional residential units. There are several sections with only slightly greater capacity. This concern or limitation was eliminated by construction of a new sewer trunk line from Royal Street through the Westview Parcel in 1988. Lower System (Solamere, Queen Esther, Fawn grove) - A portion of the trunk sewer serving this area was replaced in 1985 to provide greater capacity for Hanover and Park Con projects as well as Deer Valley's. These three developers executed an agreement with the District which identified their anticipated development and the percentage of the cost they would fund to "reserve" capacity in the sewer system. Of the present sewer capacity of approximately 1385 units, Deer Valley has approximately 200 units available for future development. However, there are downstream sections of sewer that have less capacity than the new Deer Valley North Road sewer. This problem will be pursued with the developers as necessary.

Q. Separability. If any provision or provisions of this Permit shall be held or deemed to be, or shall, in fact, be illegal, inoperative, or unenforceable, the same shall not affect any other provision or provisions herein contained or render the same invalid, inoperative or unenforceable to any extent, whatsoever.

R. Term of Permit. The term of this Permit is governed by the Twenty-Ninth Edition of the Land Management Code of Park City as revised as of April 1, 1993.

Approved this 30th day of November, 2016.

PARK CITY PLANNING COMMISSION

By 

Planning Commission Chair

DEER VALLEY RESORT
TWELFTH AMENDED AND RESTATED
LARGE SCALE MASTER PLANNED DEVELOPMENT PERMIT
EXHIBIT 1
DEVELOPMENT PARCELS

PARCEL NAME	PERMITTED DENSITY (UNITS)	DEVELOPED DENSITY (UNITS)	NOTES	HEIGHT (FEET)	PARCEL SIZE (ACRES)
DEER VALLEY COMMUNITY					
Stonebridge & Boulder Creek Multi-Family	50	54	1	28	10.23
Aspenwood Multi-Family	30	30		28	9.21
Pine Inn & Trails End Multi-Family	40	45	1	35	8.52
In The Trees (South Multi-Family) Multi-Family	14	14		28-45	2.87
Black Diamond Lodge (Snow Park Lodge Multi-Family)	29	27		28-75	5.70
Courcheval Multi-Family	13.5	27	1	35	1.82
Daystar Multi-Family	24	24		28	9.84
Fawngrove Multi-Family	50	50		28	12.05
Chateaux Fawngrove Multi-Family	10.5	11	2	28	Incl
Bristlecone Multi-Family	20	20		28	Incl
Lakeside Multi-Family	60	60		28	6.49
Solamere Single Family (includes Oaks, Royal Oaks & Hidden Oaks)	274	274		28	237.81
Pinnacle Multi-Family	86	86		28	36.80
Comstock Lodge (East Bench Multi-Family)	10.5	21	1	35	3.50
Red Stag Lodge	8.5	11	1	35	Incl
Powder Run Multi-Family	25	33	1	35	3.20
Wildflower (Deer Valley North Lot 1 Multi-Family)	11	14	1	28	1.04
Glenfiddich (Deer Valley North Lot 2 Multi-Family)	12	12		28	1.45
Chapparal (Deer Valley North Lot 3 Multi-Family)	15	20	1	28	1.44
Northeast Multi-Family:					12.65
Lodges @ Deer Valley	73.25	85	3	28-35	
Silver Baron Lodge	42.75	50	12	28-35	
Snow Park Village (Snow Park Hotel & Parking Sites)	209.75	0	4	28-45	14.93
Total Deer Valley Community	1108.75				
AMERICAN FLAG COMMUNITY					
American Flag Single Family	93	93		28	83.04
LaMaconnerie Multi-Family	15	15		28	6.19
Total American Flag Community	108				
NORTH SILVER LAKE COMMUNITY					
Westview Single Family	15	1		28	40.69
Evergreen Single Family	36	36		28	27.60
NSL Homesite Parcel #1	1	1		35	1.90
Belleterre Single Family	10	10		28	11.42
Bellevue Townhomes (NSL Subdivision Lot 1)	24	14	10	28	4.62
Bellemont Townhomes (NSL Subdivision Lots 2A and 2A-1)	18	12	10	28	3.75
NSL Subdivision Lot 2B	54	0		45	5.96
BelleArbor Townhomes (NSL Subdivision Lot 2C)	43	21	10	28-35	8.25
NSL Subdivision Lot 2D Open Space Lot	0	0	5	0	4.03
Total North Silver Lake Community	201				
SILVER LAKE COMMUNITY					
Stag Lodge Multi-Family	50	52	6	28-35	7.34
Cache Multi-Family	12	12		28	1.77
Sterlingwood Multi-Family	18	18		28-35	2.48
Deer Valley Club	20	30	1	28-45	1.53
Double Eagle (SL East Parcel 2 Multi-Family)	18	18		28-35	2.26
Stein Eriksen Lodge Multi-Family	66.75	65	11	28-35	10.86
Little Belle Multi-Family	20	20		28	3.66
Chateaux At Silver Lake Lot 23 Deer Valley Club Estates Subdivision)	65	78	1	28-45	3.24
Sterling Lodge (Lot 2 Silver Lake East Subdivision)	14	14		28-45	0.61
Royal Plaza Multi-Family (Silver Lake Village Lot A)	7.6215	13	1	59 (A)	0.48
Mt. Cervin Plaza Multi-Family (Silver Lake Village Lot B)	7.5	7		59 (A)	0.54
Inn at Silver Lake (Silver Lake Village Lot C)	10	8		59 (A)	0.50
Goldener Hirsch Inn (Silver Lake Village Lot D)	5.5785	18	1	59 (A)	0.35
Mt Cervin Multi-Family (Silver Lake Village Lot E)	16	15		59 (A)	0.53
Silver Lake Village Lot F	0	0		59 (A)	0.35
Silver Lake Village Lot G	0	0		59 (A)	0.38
Silver Lake Village Lot H	0	0		59 (A)	0.44
Silver Lake Village Lot I (combination of Silver Lake Village lots F, G, H)	34.4215	38	13,14,15	59 (A)	1.17
SL Knoll Condominiums	4	4		35	0.76
Knoll Estates Single Family	21	21		35	9.90
Black Bear Lodge (Lot 22 Deer Valley Club Estates Subdivision)	51	51		35	1.39
Knollheim Single Family	20	5	7	35	1.84
Alpen Rose Single Family	2	2		35	0.66
Silverbird Multi-Family	6	6		35	0.80
Ridge Multi-Family	24	24		35	2.34

DEER VALLEY RESORT
TWELFTH AMENDED AND RESTATED
LARGE SCALE MASTER PLANNED DEVELOPMENT PERMIT
EXHIBIT 1
DEVELOPMENT PARCELS

PARCEL NAME	PERMITTED DENSITY (UNITS)	DEVELOPED DENSITY (UNITS)	NOTES	HEIGHT (FEET)	PARCEL SIZE (ACRES)
Enclave Multi-Family	17	17		28-35	1.79
Twin Pines Multi-Family	8	8		28-35	1.33
Cottages Single Family	11	11		28	7.06
Alta Vista Subdivision	7	7		35	6.02
Woods Multi-Family	16	7	8	28-35	2.41
Trailside Multi-Family	9	9		28-35	1.46
Aspen Hollow Multi-Family	16	16		28-35	3.18
Ridgepoint Multi-Family	38	38		28-35	5.60
Total Silver Lake Community	614.8715				
BALD EAGLE COMMUNITY					
Bald Eagle Single Family	78	58	9	28	35.65
Total Bald Eagle Community	78				
TOTAL CONVENTIONAL UNITS	2110.6215				
EMPLOYEE HOUSING UNITS					
Little Belle	1				
Stag Lodge	1				
Sterlingwood	1				
Bald Eagle	2				
Mt. Cervin	1				
Deer Valley Club	1				
TOTAL EMPLOYEE HOUSING UNITS	7				

NOTES:

1. These projects have been approved under the Unit Equivalent Formula contained in Section 10.12 of the Code, resulting in a different developed density than base permitted density.
2. One small unit was separately permitted in this project using .5 unit of density.
3. This project has been approved under the Unit Equivalent Formula contained in Section 10.12 of the Code, resulting in a different developed density (85) than base permitted density (73.25).
4. This parcel is required to use the Unit Equivalent Formula contained in Section 10.12 of the Code.
5. This parcel has been platted as open space, with the open space applying to the open space requirement of Lot 2B.
6. Two additional units were permitted in this project on land that was not a part of the Deer Valley MPD.
7. This parcel was originally permitted as 20 MF units but subsequently developed as 5 single family homesites.
8. This parcel was permitted as 16 units. Subsequently 9 of the unit development rights were acquired by the homeowners and dedicated as open space.
9. This parcel was originally permitted as a combination of single family and multi-family. The multi-family uses were converted to single family with a density reduction from 78 to 58 units.
10. The development density on these parcels is less than the original permitted density at the election of the developer.
11. The transfer of 1.75 Unit Equivalents to this parcel from the Snow Park Village parcel was authorized by the Planning Commission on June 28, 2006.
12. This project has been approved under the Unit Equivalent Formula contained in Section 10.12 of the Code, resulting in a different developed density (50) than base permitted density (42.75). The transfer of 1 Unit Equivalent to this parcel from the Snow Park Village parcel was authorized by the Planning Commission on March 23, 2011.
13. Prior to issuance of a building permit on Lot I, the Property owner shall submit an Historic Mine Waste report.
If Historic Mine Waste is located on the site, a mitigation plan shall also be submitted compliant with the Park City Soils Boundary Ordinance.
14. Building on Lot I shall be designed to be broken into more than one volumetric mass above final grade, exhibiting both horizontal and vertical articulation. Common underground parking is permitted.
15. The transfer of 0.4215 UE from Lot D to Lot I was approved by Planning Commission on November 30, 2016.

A. Lots in the Silver Lake Village Subdivision have a development height limitation tied to a base elevation of 8122' with peak of roof not to exceed elevation 8186'.

DEER VALLEY RESORT
TWELFTH AMENDED AND RESTATED
LARGE SCALE MASTER PLANNED DEVELOPMENT PERMIT
EXHIBIT 2
COMMERCIAL AND SUPPORT SPACE

LOCATION	RETAIL	RESTAURANT (3)	COMM'L OFFICES	ADMIN., SUPPORT & OTHER	TOTAL	TRANSFER TO RESIDENTIAL	DEVELOPED	REMAINING
SNOW PARK LODGE	13807	26958		85578	126343		126343	0
SNOW PARK TICKET SALES BUILDING				5112	5112		5112	0
SNOW PARK PLAZA BUILDING	3100		16000	4180	23280		23280	0
GENERAL SNOW PARK COMMERCIAL (1)	21890				21890		0	21890
SILVER LAKE LODGE	1200	29160		15790	46150		46150	0
EMPIRE LODGE (4)		22456		12544	35000		30453	4547
SILVER LAKE COMMUNITY (2)	27962		4265	12938	45165	1243	31954	11968
NORTH SILVER LAKE COMMUNITY	8000			6525	14525		0	14525
MAINTENANCE, WHSE, & SHOPS				31724	31724		31724	0
TOTAL	75959	78574	20265	174391	349189		295016	52930

NOTES:

(1) General Snow Park Commercial may only be utilized on certain parcels with approval of Commission and Permittee. 18110 square feet of General Snow Park Commercial has previously been allocated to and is included in totals for Snow Park Lodge.

(2) 10125 square feet of Silver Lake Community commercial has previously been allocated to and is included in totals for Silver Lake Lodge (1994 Silver Lake Lodge expansion 6990 sf and 1998 Silver Lake Lodge expansion 3135 sf). Remainder of Silver Lake Community commercial consists of:

Developed Space:

Royal Plaza	14312
Mt. Cervin Plaza	8080
Goldener Hirsch Inn	2062 (see note #5)
Chateaux at Silver Lake	7500
Total	31954

Transferred to Royal Plaza Residential

1243

Allocated but Undeveloped Space:

Silver Lake Village Lot C	7000
Remainder Unallocated	4968
Total	45165

(3) Includes kitchen, receiving and storage.

(4) Maximum size of Empire Lodge is 35000 sf of which 30453 sf has been developed.

(5) Commercial uses on Silver Lake Village Lot D includes 2,062 sf as allocated from this Amended and Restated Large Scale MPD, plus support commercial uses.

DEER VALLEY RESORT
TWELFTH AMENDED AND RESTATED
LARGE SCALE MASTER PLANNED DEVELOPMENT PERMIT
EXHIBIT 3
OTHER PROJECT COMPONENTS

ITEM	WITHIN PARK CITY	OUTSIDE PARK CITY
SKI AREA (1)		
CHAIRLIFTS	15	5
GONDOLA		1
SKI TRAILS AND BOWLS	63	34
SNOWMAKING	X	X
SKI PATROL / UTILITY STATIONS:		
BALD EAGLE MTN.	X	
BALD MTN.	X	
FLAGSTAFF MTN.	X	
LITTLE BALDY		X
JORDANELLE BASE		X
EMPIRE CANYON	X	
AMENITIES		
SNOW PARK LAKES & MEADOWS	X	
SNOW PARK PARKING LOTS	X	
PEDESTRIAN TRAIL SYSTEM	X	X
MOUNTAIN BIKING TRAILS SYSTEM	X	X
SOLAMERE SWIM & TENNIS FACILITY	X	
SNOWSHOE TOMMYS CABIN	X	
CUSHINGS CABIN	X	
BIRDSEYE CABIN	X	
JORDANELLE BASE		X
SNOW PARK CONCERT AMPHITHEATRE	X	

(1) ADDITIONAL SKI AREA FACILITIES AS DEMAND DICTATES, SUBJECT TO PROVISIONS OF PARK CITY LAND MANAGEMENT CODE AND OTHER APPLICABLE JURISDICTIONS.

Exhibit B Background of Deer Valley Special Event Mitigation

Deer Valley has served as the Event Applicant for the Deer Valley Concert Series for 2 years, and has served as the Event Applicant for the Deer Valley Music Festival on behalf of the Utah Symphony and Opera for 15+ years. Deer Valley is not the event applicant but serves as a host for many community events including for other concert series such as the Wednesday Night Community Concert Series, Christian Center's Hike for Hunger among others.

It is also important to note outside of Deer Valley's specific events, when the City or other events have parking requests for event mitigation after ski days or during the summer major events, Deer Valley has continued to be a partner and helps offers their parking lots to help offer another satellite location with transit during other busy times. These times have included Fourth of July, Arts Festival Weekend, Tour of Utah, Miners Day, Halloween, World Championships and Sundance Film Festival. Please note that during the events listed above, the School District and Park City Resort also allowed free parking with transit – it takes all community working together to make these plans work.

Over the last four years Deer Valley and the City have been in discussions regarding Special Event mitigation, specifically regarding parking, transportation, traffic and public safety requirements in relation to the community's critical priority of Transportation. With Deer Valley, the City has been able to work to increased transportation efficiencies taking into consideration the following items:

- Complaints regarding traffic after the 2018 FIS World Cup events in which Deer Valley was the applicant regarding the number of cars on roads, lack of overflow parking, parking on residential streets and egress time, and
- In planning for the 2019 World Championship events in which USSA was the applicant, and
- [Event Policy and code changes](#) that were adopted in September.
- It is important that Winter Special Event Operations provide different challenges than Summer Event Operations - all events are not created equal.

Goals of the Special Event Transportation Mitigation Plans have included the following items:

- Establish Transit priority
- Decrease egress time and increasing traffic flow
- Reduce the amount of cars on the road
- Protect residential areas from impacts
- Increase signage and Public Safety to assist with traffic flow, parking issues and assist transit.

Piloted traffic mitigation on September 3, 2018 for the Jason Mraz concert which was sold out. This was the first time, we implemented one way traffic direction out of the parking lots with public safety in the road, and Deer Valley hired security to help direct traffic out of the parking lots and worked to help expedite transit through the Y intersection. Additionally Transportation staff worked to add customer service/additional transit to help expedite transit leaving the concert.

After this pilot, Deer Valley and staff met to debrief the operations from the concert and came up with additional solutions including pedestrian management. We realized that part of the reason the traffic wasn't moving as smoothly is that pedestrians were walking in front of transit and cars. Additionally, we noted that those who parked in Lot 6 could turn left if controlled by a staffed position and reduce traffic flow, and at the Y intersection, Public Safety needed 3 officers to effectively and safely direct traffic allowing about 100 cars at a time to flow out of the DV loop. This debrief was used to formulate the 2019 World Championship Transportation Plan.

On January 8 2019, Council approved the [World Championship Event and Transportation Mitigation Plan](#) (pg 130 to 136) which included a robust traffic and transportation plan with increased pedestrian management and further coordination between PCMC and DV as well as allowed parking in the evening at the School District and Park City Resort.

The key components of traffic mitigation have changes over the last 2 years are in the following areas in which DV and PCMC have partnered on plans, staffing and cost sharing include:

- Police Officers are in the road directing traffic, and Deer Valley hires contracted staff in Deer Valley parking lots to direct traffic with safety procedures clearly outlined for each entity. This operation cannot happen without the partnership and communication of both parties doing so.
- The coordination between key internal City Departments (Streets, Parking, Police, Transportation Planning, Transit and Special Events) with Deer Valley's event, operational and hired staff is vital to operational success. A clear communication plan has been developed.
- In World Championship Event Transportation Mitigation and year round the City is responsible for removing snow from the Deer Valley Loop. During the World Championship we received so much snow at times, that after the snowbanks were removed, less than an hour later snow was piled up again. This is one aspect we do not have to worry about in summer event ops.
- Removal of parking from the east-side of the road up to Lot 6 to prevent narrowness in roadway parking. This plan was implemented all day and began at 7 a.m. before event/ski-ingress. With barricades supplied by Park City, Deer Valley's ops team is responsible for placing these before each event as agreed to in the traffic mitigation plan.
- Parking was allowed on the east side of the road after Lot 6 and Deer Valley's staff was responsible for parking guests into the road side spaces.
- Deer Valley's hired staff has helped to direct patrons to walk under the parking garage to Deer Valley lots, reducing pedestrians walking in front of cars. This change helps transit and vehicles keep moving.
- Change of traffic direction on egress for parking lots which allows transit priority and flow after the events. This reduces both transit and driver traffic times.
- Further coordination with UDOT and TCC (when in operation) to help lengthen signal frequency of traffic lights at intersections.

Exhibit B Background of Deer Valley Special Event Mitigation

- Residential noticing on barricades about traffic plans, deterring cut through traffic and preventing parking on residential roads in the area.
- Deer Valley encourages employees and guests to carpool, take transit and in summer to ride bikes.
- Allowed offsite parking at Park City High School after the school day with buses to Old Town Transit Center and then a connector to Deer Valley.
- Allowed offsite parking at Park City Resort after the ski day with buses to Old Town Transit Center and then a connector to Deer Valley.
- Created a Taxi/TNC drop and load area by Snow Park Lodge.
- During World Championships specifically, we increased transit to venues to assist within increased crowds.

Main points of the operation:

Since complaints from last year's DV World Cup events and general concerns regarding transportation circulation at Deer Valley, the Special Events, & Transportation Planning teams have been working with PD and Deer Valley to discuss ways to improve transportation circulation during egress (out-load) or peak ski days or events, in particular the upcoming 2019 World Championships. On Mon, Sept 3, we are going to pilot a new traffic circulation egress plan from 8 p.m. to 11 p.m. Please note, that this will only be during egress (out-load) not during ingress (load-in).

1. Anyone parked in the DV parking lots will have to turn right out of the lot. No left turns.
2. We will allow residents to turn left at the Y or to continue straight to the front of Deer Valley.
3. Park City Transit will continue to pick up at the Main DV transit stop and head south east to Deer Valley drive. Cars will not be allowed to travel in this direction.
4. PCPD in coordination with DV staff and Kane Security (which DV has hired and is paying for) and Park City Transit Customer Service representative will be out in the roads and sidewalks helping to direct traffic/pedestrians. There is a slight increase in PD staffing as per what we would normally staff (+5)
5. Taxis will continue to access DV at the DV drop and load at Snow Park Lodge or residential areas as normal if dropping off a resident.

Map Key

 Notice/Barricade Locations

 Police Officer Locations (they may move a bit)

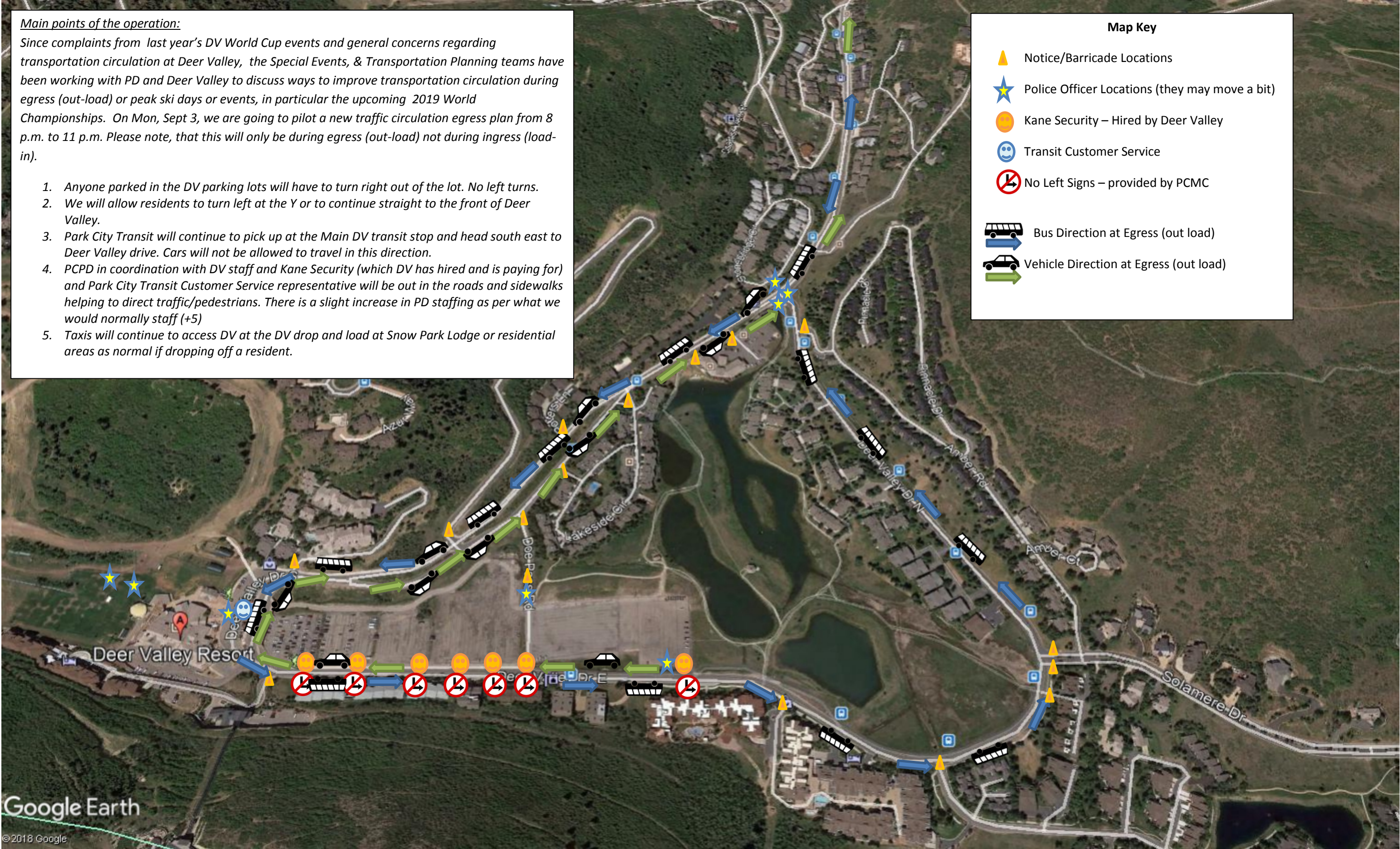
 Kane Security – Hired by Deer Valley

 Transit Customer Service

 No Left Signs – provided by PCMC

 Bus Direction at Egress (out load)

 Vehicle Direction at Egress (out load)



Deer Valley Concert Series Traffic Mitigation Plan September 3 – Egress/Outload

Park City appreciates Deer Valley's partnership in continuing to help reduce traffic and congestion during major events and peak ski days. The purpose of trying this traffic mitigation procedure at the Deer Valley Concert Series on September 3 is to reduce traffic egress times and prepare for potential traffic mitigation during World Championships 2019. While there are some differences in how World Championships will load in, there are similarities in how the event will load out. Park City and DV have agreed to meet after this trial to debrief and understand how to make the plan better in the future.

Main Point of Contact Day Of:

Deer Valley: Please star main contact.

*Michael McCamant (before 3 p.m.)

*Carrie Westberg (after 3 p.m.)

Cindy Skelton

Victoria

Park City Municipal: Please star main contact.

*Lieutenant Vai: Special Event Police

Jenny Diersen: Event Manager

Chris Phinney: Event Coordinator

Alfred Knotts: Transportation Planning

Kenzie Coulsen: Transit Mobility

Kane Security: Please star main contact

*Shawn Kane

Park City Municipal Staff (Special Events & Streets) will post 16 notice barricades on Saturday, September 1. The neighborhood side of the barricade will notice residents of traffic pattern changes and include a contact number. The street side of the barricade will read residential area, no through traffic. Park City staff will also stage No Left Turn signs at each DV parking lot exit. No left signs are to be used during egress only and Kane security shall pull them out when they take position on Monday at 8 p.m. Park City will also stage barricades for Doe Pass. Deer Valley will work to ensure their guests and staff are notified via social media outlets etc. of traffic pattern changes.

On Monday, September 3 the traffic mitigation plan will only be implemented for the egress (outload) of the concert. Beginning at 8:00 p.m. (20:00), in coordination, PCPD, DV and Kane Security will begin out load egress plan. We expect this plan to run until 10:30 or 11 p.m. (22:30 or 23:00). The key contacts for each organization shall decide if plan is to end earlier and will be in communication with others on their team to communicate. This means the following:

- 3 PCPD officers will be posted at the Y at Deer Valley Loop.
 - Residential Traffic will be allowed to turn left at Y.
 - Let's also notice the Fire Station that traffic pattern is changing, and of course, we will allow any Emergency Personnel/ Vehicle to enter roadways as they need.
- 7 Kane Security will be posted at each parking lot exit.
- PCPD will have a position at lot 6 to assist the Kane Security staff there.
- PCPD will have an officer at Doe Pass to prevent people from cutting through
- 2 PCPD officers to remain in DV venue.
- 1 Transit Customer Service Agent to be at Transit Stop to assist guests.
- Taxis will continue as normal through the area. Taxi drop and go will be at Snow Park front entrance.



Deer Valley World Championship 2019 Transportation & Security

Park City appreciates Deer Valley's partnership in continuing to help reduce traffic and congestion during major events and peak ski days. The purpose of trying this traffic and security mitigation procedure at the Deer Valley World Championship Events is to reduce traffic egress times and ensure safety. Park City and DV have agreed to meet after these operations to debrief and understand how to make the plan better in the future.

Main Point of Contact Day Of: (Please update)

Deer Valley: Please star main contact.

*Carrie Westberg (after 3 p.m.)

Cindy Skelton

*Victoria Schlaepfer

Kara Lynch



Park City Municipal: Please star main contact.

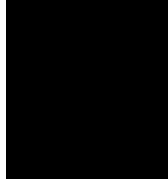
*Lieutenant Vai: Special Event Police

Jenny Diersen: Event Manager

Chris Phinney: Event Coordinator

Alfred Knotts: Transportation Planning

Kenzie Coulson: Transit Mobility



Kane Security: Please star main contact

*Shawn Kane



Park City Municipal Staff (Special Events & Streets) will post 16 notice barricades by Tuesday, February 5. The neighborhood side of the barricade will notice residents of traffic pattern changes and include a contact number. The street side of the barricade will read residential area, no through traffic. Park City staff will also stage No Left Turn signs at each DV parking lot exit. No left turn signs are to be used during egress only and Kane security shall pull them out when they take position. Park City will also stage barricades for Doe Pass. Deer Valley will work to ensure their guests and staff are notified via social media outlets etc. of traffic pattern changes.

Need to confirm traffic pattern for load in or if for load out only. Beginning at 7:00 p.m. (19:00), in coordination, PCPD, DV and Kane Security will begin egress plan. We expect this plan to run until 10:30 or 11 p.m. (22:30 or 23:00). The key contacts for each organization shall decide if plan is to end earlier and will be in communication with others on their team to communicate. This means the following:

- 3 PCPD officers will be posted at the Y at Deer Valley Loop.
 - Residential Traffic will be allowed to turn left at Y.
 - Let's also notice the Fire Station that traffic pattern is changing, and of course, we will allow any Emergency Personnel/ Vehicle to enter roadways as they need.
- 7 Kane Security will be posted at each parking lot exit.
- PCPD will have a position at lot 6 to assist the Kane Security staff there.
- PCPD will have an officer at Doe Pass to prevent people from cutting through
- 2 PCPD officers to remain in DV venue.
- 1 Transit Customer Service Agent to be at Transit Stop to assist guests +2/3 Kane or World Champ Vollies to assist pedestrian crossing?
- Taxi drop and go will be at Snow Park front entrance.
- Kane Security will work to try to direct people down through Snow Park Lodge as much as possible to assist with pedestrian flow.

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Jason Glidden

Submitting Department: Community Development

Item Type: Work Session

Agenda Section:

Subject:

Affordable Housing Update: Pricing at Woodside Park Phase I
(A) Public Input

Suggested Action:

Attachments:

[Woodside Park Phase I Pricing Staff Report](#)

[Exhibit A: Housing Benefit Survey](#)



City Council Staff Report

Subject: Woodside Park Phase I - Pricing
Author: Jason Glidden
Department: Community Development - Housing
Date: June 20, 2019
Type of Item: Administrative

Staff is providing a follow up to the Housing Update that was provided to City Council during the March 14, 2019 meeting. This report will provide additional information requested by City Council as well as request Council direction on the following:

- Updated pricing for Woodside Park, Phase I
- Direction on Unit #4 in Woodside Park Phase I

Recommendation

Staff recommends that City Council discuss and take public comment to provide guidance on the following questions:

1. Does City Council support the updated pricing for Woodside Park, Phase I?
2. Which pricing option does City Council support for Unit #4 at Woodside Park Phase I?

Background

The City's pricing objective for affordable housing is to limit subsidy levels to an average of 20% of the construction costs, while at the same time working to keep sale prices at an affordable/attainable level. This subsidy level is necessary for the City to continue to fund and reinvest in future housing developments given the extremely high costs of land and construction.

Due to the fact that the Woodside Park Phase 1 project is located within the RDA, the City benefits from some additional pricing flexibility and therefor can sell some units above standard affordable/attainable pricing. This helps to reduce subsidy levels and create addition funds for future housing developments, as well as meets a growing demand of higher income subsidized housing for those without sufficient income to purchase market rate housing.

1. Pricing for Woodside Park Phase I

Woodside Park Phase 1 is scheduled for completion in early July. Staff has developed proposed pricing for the units, which are listed below. This proposed pricing schedule does not include Unit #4.

WOODSIDE PARK PHASE 1				
UNIT	BED RM	BATH	SALE PRICE	AMI
1333 Park Avenue	2	2	\$ 498,000.00	120%
1343 Park Avenue	3	2.5	\$ 565,000.00	120%
1353 Park Avenue	1	1	\$ 205,000.00	60%
1354A Woodside	3	3	\$ 359,000.00	80%
1354B Woodside	3	3	\$ 359,000.00	80%
1354C Woodside	3	3	\$ 359,000.00	80%
1354D Woodside	3	3	\$ 359,000.00	80%
TOTAL SALES REVENUE			\$ 2,704,000.00	
			AVERAGE AMI	89%

The proposed subsidy level for Woodside Phase 1 would be at 32%. This percentage was calculated after removing the construction cost associated with unit #4 in the event that City Council directs staff to retain the unit. By selling the units at the pricing proposed above, the City would be able to direct the revenues from the project towards future projects. Council could choose to offer the units at lower AMI levels. This would increase the subsidy levels for the project and decrease funds for future projects.

2. City Manager/Executive Housing Programs in Other Resort Communities

Staff performed a study of other communities throughout the west to better understand executive housing programs in resort towns challenged by exceptionally high costs of housing. Survey results can be found in Exhibit A. Of 36 municipalities, 20 (56%) had residency requirements for their top manager (Town/City/County Manager and, in a few cases, Police Chief) and 14 (39%) offered a housing benefit. Housing benefits are primarily in the form of a unit (3 bedroom condo, single family home, or townhome) to assist with the residency requirement to live in town at reduced rent. The few cases where the unit is sold to the employee, the municipality retains the right to buy it back when they leave. In most cases, the Manager chooses to live in the City-owned unit. The few times that the housing stipend was chosen, the City offered the city-owned unit for rent to other interested employees by way of a random lottery. In Frisco Colorado, Town Managers have consistently chosen to live in a city-owned townhome at reduced rent. A number of municipalities that don't currently provide a housing benefit indicate that they are expecting their elected officials to discuss proposals for a program in the near future.

Overall, the surveyed showed the majority of the jurisdictions are experiencing increased difficulty with hiring in recent years due no housing unit being available. Many of them have or are working on securing units to help with recruiting high level positions within the municipality.

In addition to the survey, staff conducted a cost analysis of two housing benefit options: stipend vs housing. According to the last six months of sales (Park City MLS data) the average cost for a 3-bedroom single family home within the Park City School District boundary was \$1,306,702 (\$741/sf). The stipend required to make the mortgage

payment on a \$1.3M home affordable to someone earning the salary range of a Park City senior manager is \$44,965 annually (\$3,747 per month).

Taxation of Housing Benefits

Any housing benefit would be subject to taxation. The Finance Department has provided the summary below on the various scenarios of housing benefits and the taxation associated with each one.

OPTION 1 – Provide Executive with house rent free (Market rate rent is around \$3,500/mo). The City would use HUD's Fair Market Rent for Summit County. https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2019_code/2019summary.pdf The Fair Market rent for a 4-bedroom in Summit County is \$2,078 and this is what the employee would be taxed. This is how the City currently calculates the taxable benefit for employees in City housing.

OPTION 2 – Provide Executive a house at a discounted rent below market rate (rent \$2,500/mo). Because the rent is above HUD's Fair Market rent amount there would be no taxable benefit on a 4-bedroom with monthly rent of \$2,500. The City could charge them any amount greater than \$2,078 with no taxable impact. Again, if the City charged them below the Fair Market rent the difference between the rent charged and the Fair Market rent rate (\$2,078) would be considered a taxable benefit. Example: If you charged a monthly rent of \$1,500 the taxable benefit would be \$578 per month (\$2,078 - \$1,500 = \$578).

OPTION 3 – Provide Executive with a housing stipend (\$3,500/mo)
The stipend would likely be all taxable income just like our current housing benefit.

OPTION 4 – Sell the house to the Executive at a discounted rate; City retains first right of refusal. If the City sold the house to an employee at a discounted rate, the difference between the market rate and the discounted rate would be recognized as income to the purchaser. This difference would be the taxable amount at the time of transfer.

Unit #4 at Woodside Park Phase I

At the March 14, 2019, Housing Update, staff recommended the City retain one unit (1334 Woodside) and sell the remaining as affordable/attainable. City Council requested that staff return with three options related to Unit #4 in the Woodside Park Phase I project along with the financial data behind each option. Option 1 was to sell the unit at market rate (option removed based upon non-taxable bonds restrictions). Staff has listed two options below with the corresponding financial impact, pros and cons, and recommendation for each option.

1. Retain Unit #4

Retain Unit #4 to allow more time to discuss options and/or use the unit for future executive recruitments. The estimated subsidy for the entire Woodside Phase 1

with this option is 30% after removing the construction cost associated with Unit #4, and the average AMI at 89%. This option allows more time to determine the best use of the unit while still keeping open the option to sell in the future. The unit can be rented so not to remain vacant under a future determined process, priority and pricing. **STAFF RECOMMENDATION**

2. Sell Unit #4 at attainable rate

Sell Unit #4 at an attainable rate. This option ensures that the entire project is sold at an affordable/attainable price point. Staff recommends the sales price set at 150% AMI or roughly \$729,000. The estimated subsidy level for the entire Woodside Phase 1 with this option is 33% after removing the construction cost associated Unit #4. The average AMI for the project would be 96%.

Funding

The City allocated approximately \$19 million in Lower Park Ave RDA bond funds and \$5 million in Additional Resort Communities Sales Tax revenue to fund housing projects. The Woodside Phase I project costs \$5,233,603 using LPA RDA cash and tax-exempt bond funds. It is anticipated sales will total \$2,704,000.

Attachments

A – Survey Results – Community Housing Benefits

Exhibit A – Survey Results – Community Housing Benefits

Housing Benefits & Residency Requirements			
Senior Municipal Administrators			
Municipality	# of Full & PT employees	Residency Requirement	Housing Benefit
Aspen, CO	430	Yes	Option to buy or rent deed restricted unit
Avon, CO	132	No	\$1,070 monthly hsg/vehicle stipend
Blaine County, ID	175	No	No
Blue River, CO	4.5	No	No
Boulder, CO	1494	Yes	No
Breckenridge, CO	342	Yes	No
Cambridge, MA			
Cedar Rapids, IA	1,750	Yes	No
Crested Butte, CO	79	Yes	Housing provided
Dillon, CO	60	Yes	Housing provided at reduced rent
Durango, CO	820	Yes	
Eagle County, CO			
Estes, CO	175	Yes	No
Frisco, CO	195	Yes	\$2,000 per mon. plus rental of a townhome owned by the City
Glen Cove, NY		Yes	
Glenwood Springs, CO		within 10 miles	
Grand County, CO	240	Yes	No

Gunnison County, CO		Yes	Housing Stipend
Huntington Beach, CA	1,523	No	Loan to purchase property in city - no repayment during employment and forgiven over time of employment
Jackson, WY	199		
Ketchum, ID	106	Yes	\$1,200 per year
King County, WA	15,634	No	No
Minturn, CO		No	Housing provided
Moab, UT	185	No	No
Monterey, CA			
Mountain Village, CO	150	No	No
Mt. Crested Butte, CO	24	Yes	No
Ouray, CO	92	Yes	No
Pagosa Springs, CO	86	Within 15 minutes	Did, but no longer
Park City, UT	784	Yes	\$250 monthly hsg stipend
Pleasanton, CA			
San Luis Obispo, CA			
San Mateo, CA	907	No	Loan to purchase property
San Miguel County, CO	139	Yes	No
Santa Fe, NM			
Silverthorne, CO	240	No	No
South Fork, CO	17		
Snowmass Village, CO	154	Yes	Housing provided

Steamboat Springs, CO	350	within urban growth area surrounding the town	No
Sussex County, DE			
Telluride, CO	105	Yes	\$20,000 annual hsg stipend
Teton County, WY	343	Yes	No
Vail, CO	230		Housing provided
Winter Park, CO	40		
York, PA	390	Yes	No

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Rhoda Stauffer

Submitting Department: Community Development

Item Type: Staff Report

Agenda Section:

Subject:

Discuss Selection Process for Affordable/Attainable Housing Sales
(A) Public Input

Suggested Action:

Review, take public comment and approve staff recommendation

Attachments:

[Housing Selection Process Staff Report](#)

[Attachment A: Lottery Process/Comparison of Programs](#)

[Attachment B: Proposed Weighted Lottery Categories](#)

[Attachment C: Points Based Selection Process](#)

[Attachment D: Flow Chart for Selection Process](#)

[Attachment E: Marketing Plan](#)

[Attachment F: Qualifications for Participation](#)

City Council Staff Report

Subject: Selection Process for Affordable/Attainable Housing Sales
Author: Rhoda Stauffer & Jason Glidden, Affordable Housing Program
Date: June 20, 2019
Type of Item: Administrative

Summary Recommendation

Staff recommends that City Council review and discuss the options for a selection process, take public comment, and approve a process for identifying qualified buyers for City Sponsored affordable/attainable housing projects, as well as re-sales of existing Deed Restricted Units.

Executive Summary

Staff is requesting guidance from City Council to establish a new selection process for sale and re-sale of deed restricted units to qualified applicants as defined in Attachment F. Woodside Phase I is nearing completion by the end of the month and Woodside Phase II is scheduled to be completed over the next two to three years. Therefore, an efficient selection process that is consistent over time is important to assuring that the sales of these units meet City Council's goals. City staff recommends establishing an inventory of qualified and interested buyers. Having a pool of qualified households as units become available becomes more important as the volume of inventory and re-sales increase. The goal of the selection process is to ensure that the process is:

- Fair and transparent;
- Not unreasonably burdensome for applicants;
- Ensures all units are sold to qualified applicants; and
- Unit sizes are compatible with the buyer's family size.

Background

On March 14, 2019, staff proposed a two-part selection process to both identify qualified buyers for the city-sponsored housing projects, as well as to establish a waitlist. Eligible households need to be identified to purchase seven (7) units at Woodside Park, Phase I which will be completed in late July of 2019, and one (1) unit at Silver Star the City purchased in the Spring of 2018, in order to update deed restrictions before selling to a qualified household. Beyond these eight (8) units, the process will also identify potential buyers for fifty-two (52) future affordable/attainable units at Woodside Park, Phase II. Council requested additional information pertaining to proposed definitions of a possible tiered system of applicants. Staff conducted additional research into best practices from other municipalities and private, nonprofit entities.

Analysis

Staff surveyed 18 municipalities and nonprofit entities to compare lottery and selection processes. Of the programs reviewed, many operated with a weighting process which increases an applicant's odds based on certain qualifiers. The most frequent qualifier is length of time employed within the target community. Other qualifiers include essential employees, length of time as a qualified applicant, and preference for lower income and single heads of household. The full results of the comparison can be found as Attachment A.

Based on the research, staff found that there are many ways to conduct a lottery/selection process. The key to success appears to be continuity and transparency, including clear rules and guidelines. In several cases, a third party reviewed and verified applicant qualifications as

well as selection process implementation. Three preferred selection processes are listed below that combine the best elements from the programs we reviewed:

1. Random Selection: All qualified applicants are assigned a number selected from a 'hat' or some equivalent version to establish a priority list to select a unit. Staff recommends this option based on it being the least complicated and most defensible. A rigorous review of applications with a 3rd party audit will re-inforce transparency and adherence to publicly published policy and process.
 - a. Pros: completely random and lowest risk of favoritism or fairness process challenge; also the most simple and transparent option.
 - b. Cons: no special consideration for certain categories of applicants other than they meet the minimum application qualification standards.
2. Weighted Selection: Same process as Random Selection except certain qualified applicants' number may be included more than once (or more than one number in the 'hat') based on certain categories, such as type of employment, length of time working within Park City, etc. Proposed categories can be found in Attachment B.
 - a. Pros: Still random while adding additional consideration for specific categories that meet housing program goals.
 - b. Cons: Can appear as favoritism and may have some risk of challenge to whether or not the additional chances at selection were applied properly or did not adequately consider an applicant's specific circumstances. Definition of the categories may be difficult to reach consensus on.
3. Points Selection: Applicants are assigned points based on certain qualifiers, and ranked highest to lowest. Applicants that tie, are placed in a lottery to determine each specific place within list ranking.
 - a. Pros: Allows City Council to establish a profile for the most preferred applicant to purchase units that meet housing goals.
 - b. Cons: Removes random nature and presents the highest risk for challenges by applicants to question the process and its implementation..

Waitlist

During the time needed to complete the sales of Woodside Park, Phases I & II, a waitlist would be maintained for these City-sponsored projects. Following the initial selection process, if either options 1 or 2 listed above are selected, then applications will continue to be accepted on a rolling basis and added to the bottom of the waitlist in the order they are received until the sales process for Woodside Park, Phase II is completed. If option 3 is selected, applicants will be slotted in priority where they fall in the point system irrespective of when their application was received.

Although not recommend, Council could direct staff to conduct a lottery each time units become available. This option could reduce the risk of challenges by applicants but would be a significant increase in workload for staff.

Marketing Plan

The marketing plan for the selection process has been developed in collaboration with the City's Community Engagement Team. The full Marketing Plan is included as Attachment E. Elements of the plan include:

- Print ads and articles;
- Radio spots and interviews;

- Staff visits to select groups such as Historic Park City Alliance, Lodging and Restaurant Associations; PC Unidos and Chamber of Commerce;
- Special materials and site visits to the HR departments of Deer Valley, Vail, PC School District, IHC and PC Fire District;
- Email to more than 500 people on the City's affordable housing interest list; and
- Emails to the contact lists for Habitat for Humanity and Mountainlands Community Housing Trust.

Household Qualifications

A proposed definition of qualifications and eligibility can be found in Attachment F. The goal of the qualifications is to meet three of City Council's critical priorities:

- 1) Provide a range of housing to ensure that all sectors of the community have the opportunity to remain in Park City.
- 2) Provide housing to local workforce to reduce commuter trips.
- 3) Provide housing that reduces greenhouse gas emissions and provide energy savings to help meet net-zero goals.

Staff is proposing to request a third party audit of all applicants' qualifications to ensure that categories and qualifications are assigned in adherence to program rules and policies. There is also potential that the audit could include conducting the full selection process as well in accordance with Council's guidance regarding choice of process.

Department Review

This report has been reviewed by the Executive Department and the City Attorney's Office.

Funding Source

There is no funding source needed for this project.

Attachments

- A: Lottery Process, Comparison of programs
- B: Proposed Weighted Lottery Categories
- C: Points-based Selection Process
- D: Flow Chart for Proposed Selection process
- E: Marketing Plan
- F: Qualifications for Participation

Attachment A: Affordable Housing Selection Process Comparison of programs

Background: In March staff presented a proposed selection process to City Council which included a flow chart and projection of timing. After an initial discussion with Council, staff was asked to review other selection programs to see how the proposed program compared. A total of 18 programs were reviewed and of those, eight were examined in more depth. Staff also conducted two interviews with the programs that seemed most applicable.

Overview of findings:

Most selection programs include a weighting process which increases chances for applicants based on certain qualifiers. The most frequent qualifier is length of time employed within the target community. Other qualifiers include essential employees, single heads of household and length of time as a qualified applicant. In these cases, random lotteries are only held if applicants are tied in points. Only one program utilizes a pre-application process. Of the eight programs reviewed more closely, five accept applications only when specific projects are ready or a re-sale comes up. Also, re-application is required for every sale. Three of the programs (Boulder, Aspen and Eagle County, Colorado) accept applications on a rolling basis.

Program managers from Boulder, Colorado and Teton County, Wyoming were interviewed about their programs:

Teton County uses an on-line pre-application process that generates a database of pre-qualified applicants. This system requires review of initial information on an on-going basis to remove those not qualified. Applicants are required to update their in-take form annually. Notice of sales goes out to all persons in the database and a deadline is given for submittal of a full application. Teton County provides several very good videos explaining the program and application instructions. The program managers have gotten lots of good feedback on their program. They formulated rules and regulations by taking proposals to community engagement events in 2018. The one policy they are thinking of changing is the minimum occupancy requirements. They may change the rule that a single person household can only purchase a studio or one-bedroom to allowing them to purchase up to a two-bedroom.

Boulder has a program of 750 units. They accept full applications and “*certify*” applicants as eligible buyers on a rolling basis. To be certified, applicants must complete a one-hour orientation session. These sessions are held monthly and are available on-line as a webinar. Right now they are handling re-sales of about 50 units per year. A 30 –day marketing period is required of all re-sales and *certified* applicants interested in the unit must submit a special form “Selection Process Entry Form” to compete for the unit. Ranking is established through points for: fit to the unit, amount of time as a *certified* applicant and number of years working in Boulder. The manager interviewed felt the program works well, however he is a bit concerned about the number of certifications they do each year (350) for so few re-sales.

Comparison of Selection Processes				
Place/Location	Intake	Application	Selection and Follow-up	Other Notes
Teton County, WY	On-line intake form adds applicant to a database to receive housing emails. Intake form must be updated annually or just prior to a selection if any changes have occurred. Responsibility is on applicant to keep it updated	E-mail goes out to entire database and responsibility is on applicants to determine if they qualify to apply for the unit (size/income qualifications for each particular unit are included in email). Applications are accepted within a certain timeframe.	After deadline, qualified applicants are assigned a number of chances based on qualifiers such as length of time working within target area; essential employees get an extra chance, etc. This information is sent to a third party who conducts the selection. Winner is notified by phone and other applicants are notified of their ranking via email. Winner looks at the unit and determines if they want to rent/buy the unit. If not, next alternate is notified, etc.	Instructional videos are posted to website -- very helpful! http://jhaffordablehousing.org/691/The-Weighted-Drawing-Process .
Boulder, CO	As a first step- all interested applicants MUST attend a one-hour orientation session prior to applying. Interested applicants must be <i>Certified</i> for the program prior to being eligible for any particular sale.	Full Applications are accepted on a rolling basis, reviewed and either <i>Certified</i> as qualified for the program or notified of ineligibility. <i>Certification</i> lasts for 6 months and applicants must reapply within two weeks of the end of the 6-month period.	At the end of a 30-day marketing period for any particular unit, the selection process takes place. All <i>Certified</i> households must submit a Selection Process Entry Form (SPEF). If more than one household submits a SPEF Form, applicants are ranked in accordance with six different tiers according to an applicant's amount of time as a <i>Certified</i> household and number of years working within the City. If more than one applicant is tied, a selection is held.	1-hour orientation classes are held monthly and as webinars. All sales require a 30-day marketing period.
San Francisco, CA	No separate pre-application or intake process.	Full Applications accepted for a specific project within a publicized timeframe. Candidates are able to get better chances via a number of ranking factors such as: rent burdened; live or work within city limits; displaced tenant, etc.	Selection is conducted electronically using random.org. First a ranked list is created of all applicants regardless of preference lists. Then each preference list is ranked via separate selection. Once all groups are completed, preference group A ranking takes precedence, then group B, etc. and finally the general public list.	The preference lists are pretty complicated...not all preferences used for every project.

Comparison of Selection Processes				
Place/Location	Intake	Application	Selection and Follow-up	Other Notes
Aspen/Pitkin County, CO	No separate in-take or pre-application process	Applications accepted and reviewed on a rolling basis (no mention of updating materials in a timely way).	Property is advertised and any qualified applicant may submit a "bid" sheet. If more than one qualified applicant submits a bid sheet, candidates are ranked in accordance with how long they've worked in the community. If more than one is equal in the length of time category, a random selection is held.	
Crested Butte, CO	No separate pre-application or intake process.	Full Applications accepted for a specific project within a publicized timeframe.	Applications are ranked according to number of years employed in Gunnison County and household size/fit to unit type. Lotteries are held as needed in several categories based on length of time a candidate has worked in Gunnison, County.	
Pleasanton, CA	No separate pre-application or intake process.	Full applications are accepted for each unit or project and within a publicized timeframe.	Applications are ranked in accordance with a points system. Up to 21 points can be earned for: living & working within City limits and length of time or relation to someone who lives/works within City limits; single parent heads of household; and/or disabled persons. Applicants are ranked based on number of points and for those who are tied, a random selection is held. Applications are not held for future lotteries.	Applications must be re-submitted for each selection.

Comparison of Selection Processes				
Place/Location	Intake	Application	Selection and Follow-up	Other Notes
Eagle County, CO	No separate pre-application or intake process.	Full applications accepted on a rolling basis.	Qualified applicants submit "offers", the highest offer that doesn't exceed the maximum resale value wins the right to negotiate a sale. If two or more offers are equal, they are ranked according to a points system based factors such as length of time working and/or living full-time in the County; owner of an existing affordable unit; special needs; household size and fit to the unit; and income. A random selection is held if candidates are tied in points value.	
CC Community Housing in Springdale, UT	No separate pre-application or intake process.	Applications are accepted only for specific units /projects and within a finite timeframe. After applicants receive conditional approval, they must submit a pre-approval from a qualified lender.	Applicants are ranked in order of highest points. Points are given for items such as income targets, working within city limits, # of years working, permanent disability, 55 and older with work history in city; and for essential service workers. For those that tie in points, a selection is held (numbers placed on ping-pong balls).	Applications must be re-submitted for each selection.

Attachment B: Proposed Weighted Selection Process

Categories

All qualified applicants are included in the weighted lottery. Applicants may also receive extra odds if they qualify in the categories listed below. No applicant may obtain more than three additional odds with four being the maximum any one applicant may receive.

1. Emergency Response: Health, Safety, Wellness (see definition below)
2. Community Builders (see definition below)
3. Employed within City Limits
4. Employed in area longer than five years

1: Definition of Emergency Response: Health, Safety, Wellness:

- Firefighters
- Police Officers
- Emergency doctors/nurses
- Critical maintenance/facility operations positions
 - o Water Treatment/Distribution
 - o Snow Removal
- Emergency Response managers

2: Definition of Community Builders:

- City Employees
- Education employees
 - o Administrators
 - o Teachers
 - o Facility operations
 - o Day care providers
- Non-Profit Employees
- Health Care Professionals/Administration

Attachment C: Example Points-Based Selection Process

<i>Points-based Selection Process</i>		
<i>To participate an applicant must qualify based on income, employment and net worth</i>		
Potential Categories		Maximum # of Points
1	Working within City Limits	5
2	Emergency Response	5
3	Working within PCSC boundaries for more than 10 years	4
4	Community Builder	3
5	Working within PCSC boundaries for more than 5 years	2
6	Single Head of Household	1
7	Qualified for prior selection processes - 1 per prior lottery where the applicant was not offered a unit (maximum of two for this process - Snow Creek and The Retreat/Central PC Condo combination)	1 or 2

Selection Process – Goals:

1. Utilize lessons learned and best practices;
2. Understand demand; and
3. Instead of preferences, base choices on qualifications and fit (individual conversations with applicants)

TIMING

42 days to establish a waitlist, 36 days to complete sales contracts for WP, Phase I, and 52 days to complete sales contracts for WP, Phase II.

1

Publicize: Describe intent to identify buyers for Woodside Park, Phases I & 2 as well as Silver Star unit #25-10. All qualified –pre-applications will be ranked in accordance with the outcome of the selection process.

Publish on Website, KPCW, Park Record, email list, Mountainlands, etc.

21 days – begin 1 week prior to the acceptance period

2

Pre-Applications: Accept pre-applications for 21 days. Review qualifications and place in two income categories:

- a) Affordable which is defined as annual income of 80% of AMI and below that qualify for a sufficient mortgage; and
 - b) Attainable which is defined as annual income of 81 to 150% of AMI.
- Also assign points to each applicant.

21 days for accepting applications followed by 5 business days for review

3

CONDUCT SELECTION PROCESS AND ESTABLISH TWO LISTS IN ORDER OF SELECTION, ONE EACH FOR AFFORDABLE APPLICANTS AND ATTAINABLE APPLICANTS

4

Full Applications: Request full applications in the order of their standing and matched to unit sizes and pricing (include four or more alternates), i.e. in the case of Woodside Park, Phase I (7) and Silver Star (1) request 10 to 12 applications for a total of 8 units to be sold. Allow applicants 14 days to respond. Staff conducts a full review and verification of information.

21 days to account for response time followed by review of full application and verification of qualifying information

5

5 bus. days

3rd Party Verification: Send full applications and resulting standings to a third party for verification of applicant's qualifications and fit to selected unit.

6

Unit Selection: Meet with qualified applicants separately and in order. Assist in unit selection based on size, mortgage capability and income.

5 days

7

Sales Contract: Involve Heinrich Deters in drafting and executing sales contracts for Woodside Park, Phase I units as well as the Silver Star unit.

5 days

Next Page

Woodside Park, Phase 2: Request full applications from sufficient applicants (75?) to assign all of the Phase 2 units – allow 14 days for responses, 14 days for review and verification of qualifying information, 10 business days for 3rd Party audit and 14 days to conduct unit selection with qualified applicants separately and in order.

52 days

Post Selection Process:

1. Following the completion of the above selection process, opening of applications will begin anew and the process repeated with the next resale that comes up.

Woodside Phase 1 & 2 Selection Outreach Plan

Provided by Linda Jager, Community Engagement Team

Goals:

- Provide extensive and concise community outreach to inform community of Woodside Phases 1 & 2 housing application, lottery and wait-list process
- Promote and encourage interested residents to attend affordable housing orientations to be held in July at the Park City Library
- Assist Housing team with event production and collateral for info sessions and orientations

Target Audiences:

- Intermountain Health/PC Hospital
- Latino community partners (PC Unidos, Christian Center, PCCF)
- Non-profit workforce (via PCCF)
- PC Chamber
- PC Fire District
- PCPD & City employees
- PCSD/private and pre-schools
- Resorts (year-round) employees
- Seniors
- Small business/local merchants (PC Chamber/HPCA/PCALA/PCRA)

Phase 1 (targeted presentations):

- Rhoda/Jason will contact, schedule and conduct info sessions to target audiences (see above)
- Collateral (developed by CE team) –
 - Promotional flyer (digital); Park Record ad, social media post
 - PPT presentation (co-design with Housing team)
 - Requirements and process handout (provide in English & Spanish); application
- Project web page updates weekly.

Phase 2 (community information sessions):

- PCMC Housing team, on-site presentations at businesses, organizations
- Public sessions at Library

- Collateral from CE team will be provided: display boards, process handout (English and Spanish); assist with Spanish interpreter

Phase 3 Unit Selection:

- TBD based on format (if not open to public)
- Share process for media interviews

Outreach platforms: (coordinated by CE team; info from Housing team)

- PCMC/Housing webpage - post Woodside application/selection/waitlist on PCMC homepage (spotlight) mid/late-May through deadline.
- Housing page - Intro to project, step-by-step guide to the process, contact for more questions, public info session schedule
- PCMC social (share with relevant community partners - include ask PC and Future PC) promote community meetings - drive to info page on PCMC/Housing website
- Local media - interviews w/Leslie on KPCW; Jay H, PCTV, PC Magazine, Park Rag
To cover pre application process and community info meetings
Add mention to Diane and Council's weekly KPCW spots
- Cado Domingo - Francisco will do live interview in studio
- Paid ads/PSA - Park Record and KPCW - community meetings; application deadline and process
- Community meeting promotional flyers (bilingual) - post at PCMC facilities; other high traffic locations (i.e. Starbucks); Richins building/Library

Park City Municipal Launches Pre-Application Process for Affordable and Attainable Housing

Pre-applications are available for Park City Municipal's housing program. Purchase opportunities include Woodside Park Phases I and II, and additional re-sale units. Pre-applications are due May 10.

Those interested in purchasing affordable/attainable housing in Park City within the next several years are strongly encouraged to participate in the pre-application process and attend one of the following mandatory orientation sessions at the Park City Library:

April 16, 6:00 p.m. | April 17, 12:00 p.m.
April 23, 12:00 p.m. | April 24, 6:00 p.m.

Spanish interpretation will be available at orientation sessions.

Visit parkcity.org for more information and to download the pre-application, which is due May 10.



Questions? Please contact Rhoda Stauffer, Affordable Housing Program Manager: rhoda.stauffer@parkcity.org or 435.615.5152

Draft flyer/ad

DRAFT

Attachment F: Proposed qualifications for participation in City's Affordable Housing Program

Staff is proposing the following qualifications:

- 1) A person who does not own any other real estate property.
- 2) A household with an income that is 80% or less of the area median income for affordable units and 81 to 150% of the AMI for attainable units.
- 3) The combined net worth of the persons eighteen years of age and older in the household does not exceed an amount equal to four (4) times the AMI for the size of the household
- 4) A household which has a minimum of one adult who meets one of the following criteria:
 - a. A full-time (aggregate of 30 hours of employment per week) employee of an entity or entities located within the Park City School District boundaries for a minimum of the past two years
 - b. An owner of a business or entity with a primary place of business within the Park City School District boundaries for a minimum of the past two years**
 - c. A full-time (aggregate of 30 hours of employment per week) worker who is self-employed or works out of their home and can provide proof that 75% of their client base is** physically within the Park City School District Boundaries for a minimum of the past two years.
 - d. A retired person who was a full-time employee of an entity located within the Park City School District boundaries for at least two continuous years immediately preceding his or her retirement
 - e. A person who is unable to work or does not have a work history required under subsections (a) through (d) due to a disability as defined by the Americans with Disabilities Act.
- 5) Eligible applicants must be able to qualify for sufficient mortgage without a co-signer. Cash gifts are allowed limited to 30% of the sales price and also are considered part of total net worth.

**Owners of business or applicants that are self-employed may be required to provide additional financial information

Staff is also proposing to add the following:

- All eligible applicants must complete a one hour orientation session to participate in the selection process.
- All eligible applicants who are first time homebuyers must complete a HUD-certified homebuyer education class.
- The City retains the right to match applicants to the best fitting unit. For instance, a one-person household would not be eligible to purchase a three-bedroom unit.

The current Deed Restriction template doesn't allow affordable housing owners to purchase other property while owning a Deed Restricted unit. In addition, rental is only allowed in in very limited circumstances and must be approved in advance by the City's Housing Office.

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Matt Dias

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve an Interlocal Cooperation Agreement, in a Form Approved by the City Attorney, to Support the Central Wasatch Commission in an Amount Not to Exceed \$100,000
(A) Public Input (B) Action

Suggested Action:

Attachments:

[2019 CWC Funding Request Staff Report](#)

[WST-CWC-Funding Interlocal Form 2019-2020](#)

[2019-20 Base Budget](#)

City Council Staff Report

Subject: 2019/20 Central Wasatch Commission Funding Request
Author: Matthew Dias & Alfred Knotts
Department: Executive
Date: June 20, 2019
Type of Item: Administrative

Summary Recommendation

Approve funding to continue support for the Central Wasatch Commission, and accompanying 2019 CWC Funding Interlocal Agreement, in a form approved by the City Attorney:

1. Reauthorize existing level of financial support - \$100,000 per year, for next year;
2. Amend the existing level of financial support to a lesser amount; or
3. Withdraw all financial support.

Staff recommends continuing Park City's financial support for the following year.

Executive Summary

[The Central Wasatch Commission](#) (CWC) was formed as an intergovernmental entity to implement the strategies [outlined in the Mountain Accord](#) (MA). Since formation, the CWC created a new Executive Committee ([link](#)), 35 member Stakeholder Council, legally defined the [physical area of focus](#), reinvigorated efforts to maintain an environmental dashboard, coordinated with UDOT on corridor transportation planning, and continued to push for Congressional legislation to protect the interests of the Central Wasatch.

Park City occupies a seat on the CWC, with Mayor Beerman representing the City's interests.

Park City's involvement has built and strengthened intergovernmental relationships, expanded regional planning and environmental programs, ensured Park City business and community representation on stakeholder committees, and overall improved our community's standing and representation along the Wasatch Front. Regionally specific project benefits include the Valley to Mountain Alternatives Analysis/SR-224 Corridor Study, environmental and ecosystem monitoring, trail funding for Utah Olympic Park, and a master trail plan connecting the Wasatch front & back.

The Central Wasatch Commission is seeking Park City's continued financial support to continue their work for the next year.

Background

- Staff believes we can accommodate the 2019/2020 funding request at the previous commitment level within our FY2019 adopted budget and FY2020 City Manager's recommended budget.
- Based upon prior Council support of the MA and Park City's 2018 request for a voting seat on the CWC, staff anticipated future Council support for funding.
- The MA was established in 2014 to build a public private coalition to settle decades of conflict over land use and other issues, and create a sustainable plan for preservation of the Central Wasatch Mountains. The effort included representatives from federal, state and local government, environmental advocacy groups, and private interests.
- Park City and Summit County were active MA participants, with Mayor Beerman on the Executive Committee.
- In 2017, the CWC was formed to implement the actions outlined in the MA and to continue the MA's public engagement, transparency and consensus building.
- Originally, the CWC had a six-member board, which included Salt Lake City, Salt Lake County, Sandy City, City of Cottonwood Heights, and individuals representing UDOT and the Wasatch Back, respectively. Park City adopted an ILA with Summit County to set up a shared process to nominate a Wasatch Back Commissioner (defined by Interlocal Agreement). Both entities appointed Mayor Beerman to serve.
- In August 2018, Park City's request, along with the Towns of Alta and Millcreek, was granted by the CWC Board and the legislative bodies of Salt Lake City and County, Sandy City, and Cottonwood Heights.
- The Valley to Mountain Alternatives Analysis/SR-224 Corridor Study assessed viable mass transit options for SR-224 between Kimball Junction and Park City. Led by Summit County, with support from PCMC, the study narrowed options down from 14 to 1 Locally Preferred Alternative (LPA). This study is required prior to entering into the National Environmental Policy Act (NEPA) process, which allows for federal transit funding. The study cost approximately \$400,000 and was funded by the MA.

Previous CWC Staff Reports:

<u>Date</u>	<u>Item</u>
May 22, 2019	Work Session – CWC Update and Progress Report
June 8, 2017	New Business – Adoption of ILA with CWC
	New Business – Adoption of the ILA with Summit County

Recommendation

Approve funding to continue support for the Central Wasatch Commission, and accompanying 2019 CWC Funding Interlocal Agreement, in a form approved by the City Attorney:

1. Reauthorize existing level of financial support - \$100,000 per year, for next year;
2. Amend the existing level of financial support to a lesser amount; or
3. Withdraw all financial support.

Staff recommends continuing Park City's financial support for the following year.

Department Review

Executive and Legal, Budget

Funding Source

Various Departmental budgets within the City Managers proposed FY19/20 Budget

Attachments

- A Draft Funding Interlocal Form
- B Draft 19-20 Base Budget

Interlocal Cooperation Agreement

THIS INTERLOCAL COOPERATION AGREEMENT (this “*Agreement*”) is made effective ____ 2019 by and between _____, a Utah _____ whose address is _____, UT 84____ (“*Grantor*”), and the **CENTRAL WASATCH COMMISSION**, a Utah interlocal entity whose address is 41 North Rio Grande, Ste. 202, Salt Lake City, UT 84101 (the “*CWC*”). Grantor and the CWC are each a “*party*” and collectively are the “*parties*” to this Agreement.

RECITALS:

A. The CWC is an interlocal entity created pursuant to the “Central Wasatch Commission Interlocal Agreement” dated 30 May 2017 (the “*CWC ILA*”) and resulting action of the Utah Lieutenant Governor on 29 June 2017.

B. The CWC’s principal purpose is to engage in a collaborative process to provide for the long-term protection of the Central Wasatch Mountain’s water, lands, environment, recreational opportunities, economic prosperity, and a transportation system that serves those values, all as described in the Mountain Accord document dated 13 July 2015 which identifies a suite of actions recommended to be implemented, in coordination with and subject to local jurisdictional authority, to ensure that future generations can enjoy the activities provided by the Central Wasatch Mountains while preserving the watershed and natural environments.

C. Grantor is located (or otherwise is authorized to operate) within the jurisdictional boundaries of the CWC, is one of the members of the CWC (or otherwise is represented on the CWC’s governing body), and desires to advance the CWC’s purposes for the public good.

D. UTAH CODE ANN. §11-13-202 provides that any two or more public agencies may enter into an agreement with one another for joint or cooperative actions.

E. Grantor and the CWC are “public agencies” as contemplated in the Interlocal Cooperation Act, UTAH CODE ANN. §11-13-101, *et seq.* (the “*Interlocal Act*”).

F. Pursuant to UTAH CODE ANN. §11-13-215, “[a] county, city, town, or other political subdivision may, at the discretion of the local governing body, share its tax and other revenues with other counties, cities, towns, or local political subdivisions, the state, or a federal government agency”

G. The parties desire to enter into an “interlocal agreement” whereunder Grantor will provide funding to the CWC as specified herein so that the CWC’s work may continue as directed by the CWC’s governing body (the “*CWC Board*”) in compliance with the CWC ILA and other applicable law.

H. The Parties have determined that it is mutually advantageous to enter into this Agreement.

AGREEMENT:

NOW, THEREFORE, in consideration of the premises and in compliance with and

pursuant to the terms hereof and the provisions of the Interlocal Act, the Parties hereby agree as follows:

Section 1. **CWC's Duties.** The CWC shall continue engaging in its authorized purposes for the benefit of Grantor, the CWC's other members, and the public good, as determined by the CWC Board in compliance with the CWC ILA and other applicable law.

Section 2. **Grantor's Duties.** During its [(2019-2020, for July 1 to June 30 entities) OR (2020, for calendar year entities)] fiscal year, Grantor shall convey and pay over to the CWC at least \$_____ in funds for unrestricted use in the CWC's general operations.

Section 3. **Term.** The term of this Agreement shall commence on its effective date specified above and shall continue until 30 June 2020. This Agreement may be renewed for subsequent one-year periods at the mutual option of the parties under the same terms and conditions unless modified by written amendment. Pursuant to the Interlocal Act, in no event shall this Agreement be in effect for more than 50 years.

Section 4. **Non-Funding.** The parties acknowledge that funds are not presently available for performance of this Agreement by Grantor beyond the end of Grantor's current fiscal year. Grantor's obligation for performance of this Agreement beyond that date is contingent upon funds being appropriated for payments due under this Agreement. If funds are not available beyond the last day of Grantor's current fiscal year, then Grantor's obligation for performance of this Agreement beyond that date shall be null and void. This Agreement shall create no obligation on Grantor as to any succeeding fiscal years and shall terminate and become null and void on the last day of the fiscal year for which funds were budgeted and appropriated, except as to those portions of payments agreed upon for which funds were appropriated and budgeted. Said termination shall not be construed as a breach of this Agreement or any event of default under this Agreement and said termination shall be without penalty whatsoever, and no right of action for damages or other relief shall accrue to the benefit of the CWC as to this Agreement or any portion thereof, which may terminate and become null and void. If funds are not appropriated for a succeeding fiscal year to fund performance by Grantor under this Agreement, then Grantor shall promptly notify the CWC of said non-funding and the termination of this Agreement within 30 days after such non-funding event.

Section 5. **Immunity Act.** Both parties are governmental entities under the Governmental Immunity Act of Utah, UTAH CODE ANN. §63G-7-101, *et seq.* (the "*Immunity Act*"). Therefore, consistent with the terms of the Immunity Act, the Parties agree that each party is responsible and liable for any wrongful or negligent acts which it commits or which are committed by its agents, officials, or employees. Neither party waives any defenses or limits of liability otherwise available under the Immunity Act or any other applicable law, and both parties maintain all privileges, immunities, and other rights granted by the Immunity Act and all other applicable law.

Section 6. **Additional Interlocal Act Provisions.**

(a) **No Separate Entity.** This Agreement does not create a separate legal/interlocal entity.

(b) **Joint Board.** As required by UTAH CODE ANN. §11-13-207, the parties

agree that the cooperative undertaking under this Agreement shall be administered by a joint board consisting of Grantor's mayor (or other chief executive officer) or designee and the CWC's executive director or designee. Any real or personal property used in the parties' cooperative undertaking herein shall be acquired, held, and disposed of in accordance with this Agreement.

(c) Financing Joint Cooperative Undertaking and Establishing Budget. There is no financing of joint or cooperative undertaking and no budget shall be established or maintained.

(d) Approval. This Agreement shall be approved by each party's legislative body pursuant to UTAH CODE ANN. §11-13-202.5.

(e) Attorney Review. This Agreement shall be reviewed as to proper form and compliance with applicable law by the authorized attorneys for the parties in accordance with UTAH CODE ANN. §11-13-202.5.

(e) Counterparts. Duly executed original counterparts of this Agreement shall be filed with the keeper of the records of each party pursuant to UTAH CODE ANN. §11-13-209.

Section 7. Notice. Any notice required or permitted to be given hereunder shall be deemed sufficient if given by a communication in writing and shall be deemed to have been received (a) upon personal delivery or actual receipt thereof, or (b) within two days after such notice is deposited in the United States Mail, postage prepaid, and certified and addressed to the party at its address specified above or to any replacement address provided by prior written notice to the sender.

Section 8. Claims and Disputes. Claims, disputes and other issues between the parties arising out of or related to this Agreement shall be decided by litigation in the _____ Judicial District Court of _____ County, Utah. Unless otherwise terminated pursuant to the provisions hereof or otherwise agreed in writing, each of the parties shall continue to perform its obligations hereunder during the pendency of such dispute.

Section 9. Titles and Captions. All section or subsection titles or captions herein are for convenience only. Such titles and captions shall not be deemed part of this Agreement and shall in no way define, limit, augment, extend or describe the scope, content or intent of any part or parts hereof.

Section 10. Pronouns and Plurals. Whenever the context may require, any pronoun used herein shall include the corresponding masculine, feminine or neuter forms, and the singular form of nouns, pronouns and verbs shall include the plurals and vice versa.

Section 11. Applicable Law. The provisions of this Agreement shall be governed by and construed in accordance with the laws of the state of Utah.

Section 12. Entire Agreement; Modification. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof, and supersedes all prior agreements and understandings concerning the subject matter of this Agreement. No statements, promises, or inducements made by either party or agents for either party that are not contained in

this written contract shall be binding or valid. This Agreement may not be enlarged, modified, or altered except in writing, and signed by the parties.

Section 13. **Time**. Time is the essence of this Agreement.

Section 14. **Survival**. All agreements, covenants, representations and warranties contained herein shall survive the execution of this Agreement and shall continue in full force and effect throughout the term of this Agreement.

Section 15. **Waiver**. No failure by any party to insist upon the strict performance of any covenant, duty, agreement or condition of this Agreement or to exercise any right or remedy consequent upon a breach thereof shall constitute a waiver of any such breach or of such or any other covenant, agreement, term or condition. Any party may, by notice delivered in the manner provided in this Agreement, waive any of its rights or any conditions to its obligations hereunder, or any duty, obligation or covenant of any other party. No waiver shall affect or alter the remainder of this Agreement but each and every other covenant, agreement, term and condition hereof shall continue in full force and effect with respect to any other then existing or subsequently occurring breach.

Section 16. **Rights and Remedies**. The rights and remedies of the parties hereto shall not be mutually exclusive, and the exercise of one or more of the provisions of this Agreement shall not preclude the exercise of any other provision(s) hereof.

Section 17. **Severability**. If any term or provision of the Agreement shall to any extent be determined to be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable, shall not be affected thereby, and shall be enforced to the extent permitted by law. To the extent permitted by applicable law, the parties hereby waive any provision of law which would render any of the terms of this Agreement unenforceable.

Section 18. **Litigation Expenses**. If any action, suit or proceeding is brought by a party concerning this Agreement, all costs and expenses of the prevailing party incident to such proceeding, including reasonable attorneys' fees, shall be paid by the nonprevailing party.

Section 19. **Counterparts**. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

Section 20. **No Agency**. No agent, employee, or servant of either party is or shall be deemed to be an employee, agent, or servant of the other party. None of the benefits provided by a party to its employees (such as workers' compensation insurance, health insurance and unemployment insurance) are available to the employees, agents, or servants of the other party. Each party shall be solely and entirely responsible for its acts and for the acts of its agents, employees, and servants during the performance of this Agreement. Each party shall be solely responsible for providing workers' compensation benefits for its own personnel who provide assistance under this Agreement.

DATED effective the date first-above written.

GRANTOR:

ATTEST:

By: _____
_____, _____

By: _____
_____, _____

APPROVED IN ACCORDANCE WITH UTAH CODE ANN. § 11-13-202.5:

By: _____

Its Attorney

CWC:

ATTEST:

CENTRAL WASATCH COMMISSION

By: _____
Christopher F. Robinson, Secretary

Chris McCandless, Board Chair

APPROVED IN ACCORDANCE WITH UTAH CODE ANN. § 11-13-202.5:

By: _____
Wm. Shane Topham, CWC Attorney
I.

CENTRAL WASATCH COMMISSON

Central Wasatch Commission FY 2019/2020 Budget			
Revenues	Actual FY 2018	Projected Budget FY 2019	Tentative Budget FY 2020
Intergovernmental Revenue			
Grants	\$ -	\$ -	\$ -
Miscellaneous	-	-	-
Total Intergovernmental	\$ -	\$ -	\$ -
Charges For Service			
Memberships	\$ 1,730,020	\$ 1,850,000	\$ 840,000
Miscellaneous	-	-	-
Total Charges for Service	\$ 1,730,020	\$ 1,850,000	\$ 840,000
Miscellaneous Revenue			
Interest earnings	\$ 4,908	\$ 10,000	\$ 15,000
Miscellaneous	-	-	-
Total Miscellaneous Revenues	\$ 4,908	\$ 10,000	\$ 15,000
Contributions & transfers			
Contributions (in-kind)	\$ 300,000	\$ 200,000	\$ -
Contributions other government entity	-	-	50,000
Appropriate fund balance	-	-	-
Total Contributions & Transfers	\$ 300,000	\$ 200,000	\$ 50,000
Total Enterprise Fund Revenues	\$ 2,034,928	\$ 2,060,000	\$ 905,000

Central Wasatch Commission FY 2018/2019 Budget			
Expenditures	Actual FY 2018	Projected Budget FY 2019	Tentative Budget FY 2020
Administration	\$ 378,652	\$ 947,620	\$ 905,000
Total Enterprise Fund Expenses	\$ 378,652	\$ 947,620	\$ 905,000
Surplus/(Deficit)	\$ 1,656,276	\$ 1,112,380	\$ -

**Central Wasatch Commission
FY 2018/2019 Budget**

Detail of Expenses	Actual FY 2018	Budget FY 2019	Tentative Budget FY 2020
Personnel			
Salaries	\$ 8,940	\$ 190,000	\$ 290,000
Benefits	1,170	70,000	95,000
Total Personnel	\$ 10,110	\$ 260,000	\$ 385,000
Operating & maintenance			
Postage	\$ -	\$ 150	\$ 500
Public notices	218	750	500
Printing	-	750	1,500
Total Operating & maintenance	\$ 218	\$ 1,650	\$ 2,500
Charges for Service			
Rent	\$ 8,240	\$ 24,720	\$ 30,000
Utilities	-	1,800	3,000
Cell phone	-	450	450
Computer/software	213	3,000	5,000
Office supplies	396	3,500	3,000
Mileage/travel	1,975	15,000	20,000
Events, workshops, memberships	-	15,000	20,000
Legal support	23,403	70,000	75,000
GRAMA Responses	-	-	25,000
Insurance	-	5,500	6,000
Financial support	4,092	15,000	15,000
Outreach/website	-	50,000	50,000
Consulting fees	30,005	-	-
Total Charges for Service	\$ 68,324	\$ 203,970	\$ 252,450
Projects			
In-kind bus fares UTA	\$ 200,000	\$ 200,000	\$ -
Grant disbursements	-	-	100,000
Legal in kind	100,000	-	-
Federal legislation	-	125,000	96,000
Environmental dashboard	-	97,000	60,000
Reserves	-	60,000	9,050
Total Projects	\$ 300,000	\$ 482,000	\$ 265,050
Total Enterprise Fund Expenses	\$ 378,652	\$ 947,620	\$ 905,000

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Josh Miller

Submitting Department: Budget, Debt & Grants

Item Type: Ordinance

Agenda Section:

Subject:

Consideration to Approve Resolution RDA 02-2019, a Resolution Adopting the Fiscal Year 2019 Revised Budget and the Fiscal Year 2020 Budget for Park City Redevelopment Agency
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[RDA Budget Adoption Resolution](#)

Resolution No. RDA 02-2019

**A RESOLUTION ADOPTING THE FISCAL YEAR 2019 REVISED BUDGET
AND THE FISCAL YEAR 2020 BUDGET
FOR PARK CITY REDEVELOPMENT AGENCY**

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

WHEREAS, a public hearing was held on May 2, May 16, May 30, June 6, and one more scheduled for June 20, 2018 at the City Council's regularly scheduled meetings, complying with State law;

NOW, THEREFORE BE IT RESOLVED by the Redevelopment Agency of Park City, Utah that:

SECTION 1. 2019 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2019 and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2019 Redevelopment Agency Revised Budget for Park City, Utah.

SECTION 2. 2020 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2019 and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2020 Redevelopment Agency Budget for Park City, Utah.

SECTION 3. EFFECTIVE DATE. Section 1 for the 2019 Revised Budget shall take effect upon publication and Section 2 for the 2020 Budget shall take effect on July 1, 2019.

PASSED AND ADOPTED the 20th day of June, 2019.

PARK CITY REDEVELOPMENT AGENCY

Chairman Andy Beerman

Attest:

Michelle Kellogg, Secretary

Approved as to form:

Mark D. Harrington, City Attorney

Council Agenda Item Report

Meeting Date: June 20, 2019

Submitted by: Josh Miller

Submitting Department: Budget, Debt & Grants

Item Type: Ordinance

Agenda Section:

Subject:

Consideration to Approve Resolution MBA 02-2019, a Resolution Adopting the Fiscal Year 2019 Revised Budget and the Fiscal Year 2020 Budget for Park City Municipal Building Authority
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[MBA Budget Resolution](#)

Resolution No. MBA 02-2019

**A RESOLUTION ADOPTING THE PARK CITY MUNICIPAL BUILDING
AUTHORITY REVISED BUDGET FOR FISCAL YEAR 2019 AND THE
BUDGET FOR FISCAL YEAR 2020**

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

WHEREAS, a public hearing was held on May 2, May 16, May 30, June 6, and one more scheduled for June 20, 2019 at the City Council's regularly scheduled meetings, complying with State law;

NOW, THEREFORE, BE IT RESOLVED by the Municipal Building Authority of Park City, Utah that:

SECTION 1. 2019 REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2019 and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2019 Municipal Building Authority Revised Budget for Park City, Utah.

SECTION 2. 2020 BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended Budget presented on May 2, 2019 and with changes as summarized in the attachments to this resolution is hereby adopted as the Fiscal Year 2020 Municipal Building Authority Budget for Park City, Utah.

SECTION 3. EFFECTIVE DATE. Section 1 for the 2019 Revised Budget shall take effect upon publication and Section 2 for the 2020 Budget shall take effect on July 1, 2019.

PASSED AND ADOPTED this 20th day of June, 2019.

PARK CITY MUNICIPAL BUILDING AUTHORITY

Chairman Andy Beerman

Attest:

Michelle Kellogg, Secretary

Approved as to form:

Mark D. Harrington, City Attorney