PARK CITY COUNCIL WORK SESSION MINUTES
SUMMIT COUNTY, UTAH
MAY 31, 2012

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

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Jed Briggs, Budget Program Manager; Phil Kirk, Police Captain; Chad Root, Chief Building Official; Rick Ryan, Police Captain; Tyler Poulson, Environmental Sustainability Program Manager; Hugh Daniels, Emergency Preparedness Program Manager; Clint McAffee, Water Manager; Tamara Lindsay, Analyst; Jim Blankenau, Environmental Sustainability Program Manager; Jason Glidden, Marketing Manager; Ken Fisher, Recreation Manager; Jon Weidenhamer, Economic Development Manager; Diane Foster, Deputy City Manager; and Brooke Moss, Human Resources Manager

1. Council questions/comments. Dick Peek discussed the appeal heard by the Historic Preservation Board this week. Mayor Williams sadly reported that Attorney Jerry Kinghorn passed away yesterday. Senator Mike Lee met with City and County officials this week where he was taken on a tour of the community and the mine tunnels. The Mayor remarked that Park City receives support from our congressional delegation in terms of transportation and water infrastructure projects. Mayor Williams also met with the Chamber about his China trip and the Chamber has set aside some money for a trip to China next year. He referred to a communication he sent to members regarding Mayors Against Illegal Guns. The National Land Trust Alliance will be holding its annual conference in Salt Lake City this fall and will be touring conservation easements in Park City. Summit Land Conservancy has requested $5,000 from the City for conference sponsorship.

2. PC MARC parking. Ken Fisher referred to a manager's report on the parking plan at the PC MARC. There are eight spots allocated for low emission, fuel efficient vehicles and another eight stalls for carpooling. He commented that Mr. Fey provided public input to the City Council requesting removal or reduction of reserved stalls. The carpool spaces could be removed without impacting the City's green building policy but the high efficiency spaces need to remain to maintain the LEED certified level. Mr. Fisher noted that a significant number of patrons carpool to the facility. While the carpool spots are not required as a part of the LEED score, they meet many objectives the Council adopted in the environmental sustainability plan. The carpooling parking is more difficult to monitor but the low emission spots are monitored and used by qualified patrons.

Cindy Matsumoto pointed out that Mr. Fey expressed that no other City building in town has restricted parking although she appreciates the MARC meeting environmental standards. She suggested addressing parking at other public buildings if this is our policy.

Andy Beerman felt this discussion has been framed wrong. The public input seemed to indicate that it is a punishment for PC MARC patrons to park farther away. Parking restrictions should be considered a carrot and not a stick and there are 132 other spaces 30 seconds or less away from a work-out facility. He did not feel that the incentives need to be changed because someone is looking at the plan from a different perspective. Alex Butwinski agreed and felt that Ms. Matsumoto's idea is a good one and a comprehensive plan seems to make more sense. Liza Simpson agreed and pointed out that it makes sense that the MARC would be the first facility to do this because it is a natural location to designate carpool spaces which may not be as effective or necessary at the Public Works Building, for instance. She felt that the Recreation Complex at Quinns, the Library and Marsac Buildings could be considered for some type of alternative vehicle and/or carpool slots. Dick Peek believed that carpooling is a higher standard than efficient vehicles because it is a policy designed to change the behavior and attitudes people in town. The Mayor summarized that the consensus is to keep restricted parking at the MARC and to formulate parking plans for other City-owned facilities.

Mayor Williams pointed out that a discussion on LEED would be helpful. Municipalities actually have to pay more for certification than the private sector. He would like to know what it would take to LEED certify the Quinns Junction Recreation Complex and the police station. Ms. Simpson indicated that she would like to have this conversation and acknowledged that she was not willing to spend the extra money to receive a certification for the Marsac Building and referred to the split opinions on the film studio. The Mayor felt that a majority of Council members set a precedent last week that private projects will not be required to LEED certification. If the Council decides differently, it would be beneficial to know what it would cost to obtain certifications for recently built or renovated City facilities.

3. Operating expenditures and benefits. Jed Briggs explained that the strategic plan team presentations will be continued today from last week. With regard to public safety, Captain Phil Kirk explained that integration of information technology with Summit and Wasatch Counties was accomplished by combining dispatch and records management systems. This provides savings and redundancy. Another action plan item addresses the problem of increased thefts, mostly bicycles and mountain equipment and focuses on prevention.

Chief Building Inspector Chad Root pointed out that the number of planning applications is similar to 2008 which trickles down to the Building Department. He noted that the number of people obtaining permits has increased dramatically. Proposed funding for a designated vehicle for the Fire Marshall was discussed; equipment for investigations must be kept in a dedicated vehicle to avoid contamination of samples. It will be used for Fire Code inspections as well as investigations. The additional part-time code inspector will work on weekends and nights and would use a vehicle from the Marsac fleet. Andy Beerman suggested that the inspector work random hours so that more violations can be captured. Mr. Root explained that he considered that. Right now, building enforcement is reactive rather than proactive and a part-time officer on the street will be helpful. His original request was for a full-time enforcement officer.

In response to a comment from Alex Butwinski, Mr. Root explained that on some occasions building inspectors are requested to help with code enforcement. Many violations are made by outside contractors who do not know the regulations. Mr. Butwinski commented that if a building inspector sees a building code violation like parking at a site that the violation should be called into code enforcement. He suggested that savings realized for a program be described in a range. In response to a question from Mr. Butwinski, Captain Rick Ryan explained that this was the last year dispatch received the $12,000 grant and that amount is included as an increase in dispatch services this budget cycle.

Andy Beerman asked if the car share program could be utilized by the City for overflow periods. Tyler Poulson explained that the RFP has been released and there are firms that allow organizational use. In response to a question from Liza Simpson regarding a City victim advocacy program, Captain Kirk explained that notification of the grant will occur in late summer. The City is submitting two grants, one for police and one for legal. The Mayor pointed out that public safety has stepped up programs like traffic enforcement, emergency preparedness and other demands of the community but felt that the public is unaware of them.

Hugh Daniels explained that emergency management is a relatively new part of municipal, county and state governments and to some extent there is not a good grasp of what it is. The City has received grant funds for last three years for community outreach because there is some confusion. Captain Kirk explained that staff is exploring social media for outreach efforts.

Natural environment and water quality were the next strategic plans presented. Clint McAffee explained that most of the increases in the Water Fund are attributable to the new Quinns WTP and adding staff to the operations team to cover additional work load. Other incremental changes are due to increased costs of supplies; running a water system is capital intensive. He feels the increases are appropriate and fall within the desired outcomes identified in the strategic plan.

Andy Beerman referred to the xeriscaping program and asked about rebate programs to incentivize people to replace fixtures, etc. Tamara Lindsay explained that there are water conservation programs for irrigation, as it represents 60% of water use during the summer. In response to comments from Alex Butwinski, Mr. McAffee explained that revenues are generated through service, impact and miscellaneous fees. Jed Briggs distinguished between General Fund and Enterprise Funds which generate their own revenues. In response to a question from Dick Peek, Mr. McAffee explained that there is a $100,000 contingency in the Water Fund and a long-term financial plan to cover expenditures in operations and capital. Jed Briggs pointed out that there is also a fund balance and Mr. McAffee spoke about building up the fund balance. Jim Blankenau pointed out the funds set aside for additional sampling as part of the Judge and Spiro Tunnels permitting processes.

Tyler Poulson reported that carbon reduction has a slight increase of $6,000 related to professional services and consulting for renewal energy solutions for municipalities. A stated goal has been to develop a portfolio of renewables and encourage efficiencies. Small scale wind turbines were discussed. The Mayor encouraged continued research in new technology and creating a small scale wind turbine program for residential areas. Andy Beerman referred to installing micro turbines in water pipes and Clint McAffee advised that the technology is not quite there but staff will continue to explore this. Water quality programs were discussed. The Mayor remarked on the importance of property owners replacing water lines from the street to the house as there may be scale build-up after years of use.

Tamara Lindsay explained that she studied a variety of water conservation programs and a good measure of effectiveness is the cost per acre foot saved. She stated that the smart controllers are cost effective and there has been good success representing 20% to 30% in savings. Liza Simpson felt this topic is very interesting and understood Weber Basin provides similar rebates. Ms. Lindsay interjected that it does as well as Summit County. Ms. Simpson pointed out that property owners could double-dip on rebates and Ms. Lindsay indicated that she will follow-up. Mayor Williams asked staff to also follow-up with the Prospector Square Conference Center for excessive watering.

Jed Briggs announced that the strategic plan for recreation, open space and trails will now be discussed. Jason Glidden stated that no changes were made to the biennial plan from the Visioning Session. The vision is to preserve the natural environment while enjoying quality and affordable recreation that supports a healthy and active lifestyle for current and future generations. Staff feels through the proposed budget, that objectives can be accomplished. He relayed that a total of $5,608,311 was requested by department managers. Through refinements by managers and recommendations by the Results Committee the total amount proposed for this budget is $5,499,853 which represents an increase of $164,450 from FY2012. Including revenues raised through recreation fees, internment fees and retail sales, the total subsidy for this plan is $1,948,964. The majority of the increases were prompted from increased demand at the MARC and some enhancements to trails and open space.

Alex Butwinski relayed that the City is competitive as far as attracting employees and asked if there is a problem. Ken Fisher felt that from the recreation side, a large percentage of employees are part-time, non-benefitted positions but there is a pool of money to pay people within ranges. Not all recreation positions are identified in the pay plan like soccer officials and the challenge is that since the positions are not benchmarked to try to operate within the part-time, non-benefitted budget. Mr. Glidden acknowledged similar problems at the ice rink and finding a balance is a challenge.

Before exploring aquatics, Mr. Butwinski encouraged staff to obtain information on the usage at Treasure Hill to determine a real need. The Kamas Pool was discussed. Ken Fisher added that both facilities are owned by school districts so times are restricted. The results of the recreation survey will be discussed next week.

Mr. Butwinski asked the status of the Osguthorpe purchase. Heinrich Deters explained that trail and fence components are still outstanding. Mr. Beerman asked if child care is subsidized and Mr. Fisher explained that child care patrons are charged $3/hour. The Results Team did not support additional funding or reaching out to the lodging community. Andy Beerman pointed out that the Park City Lodging Association is very active and he didn't feel it will cost much money or anything to network with this organization. Mr. Fisher stated that meeting with the lodging association is one of the Department's goals.

Replacing the outdoor tennis courts at the MARC may be funded with RAP Tax money if approved. In response to questions from Cindy Matsumoto, Mr. Fisher explained that replacing the tennis courts in City Park will be funded by the CIP Fund and they may be constructed at the same time because of cost savings and scheduling work at different times would not really help the High School Tennis Team with courts. Dick Peek suggested that retail operations practice consistent reporting standards to better evaluate them. Craig Sanchez pointed out that operations at the golf course, ice rink and MARC operate very differently but a more consistent reporting policy is a good idea. The Silver Creek Trail was discussed.

With regard to regional collaboration, Diane Foster reported that no changes have been made to the strategic plan since Visioning. This element addresses working with other agencies. Alex Butwinski spoke about Cache County and the City of Logan that is actually down-zoning city property and cautioned staff when researching case studies about the reality of the plan. Thomas Eddington stated that planning staff completely agrees and it was only used as an example of two groups working together. Ms. Foster discussed the joint meeting last night with the Snyderville Basin and Park City Planning Commissions about working collaboratively. Recommendations included having a shared staff person which might be a mid-year budget request.

The world-class multi-seasonal community strategic plan was explained by Jon Weidenhamer. It includes implementation of the Bonanza Park Plan, lower Park Avenue RDA and direct business recruitment. The reprioritization of resources in many ways are for economic and redevelopment reasons.

Alex Butwinski recommended that Council consider public art funding from the private sector which is a model that works in other communities. The Mayor expressed concerns but would like to learn from other programs. Ms. Simpson was open to discussing funding public art.

Members discussed Mr. Weidenhamer's title, Economic Health Manger, Economic Development Manager or Economic Manager. The Mayor did not feel this is a Council priority. It was pointed out that economic development managers are easier to benchmark. Dick Peek suggested Economic Sustainability Manager. No decision was made.

Mr. Butwinski asked for clarification about next year's budget process. Tom Bakaly explained that if the budget is passed this year, performance updates will be provided during the year. Any changes needed for FY2014 will be presented to the City Council. Jed Briggs pointed out that this is a two-year budget and obviously change orders could occur and performance measures will be monitored. Staff will report on the budget to the City Council. Liza Simpson expressed her support of the BFO process. Mr. Briggs relayed that the second year should be easier but CIP and health insurance will need to be addressed again.

Brooke Moss explained that the initial increase to health insurance was 27%. It was decided to increase co-pays and which moves the increase to heavy utilizers of the plan and shouldn't impact infrequent users very much. Renewals are driven by utilization and last year was unusually high. The doctor network has been reduced slightly and out-of-pockets increased slightly. She reported that the increase this year is now 12% and the dual health plan system is still being offered. She explained that a lot of time is spent on educating personnel on health costs and employees are becoming more savvy consumers, but health care costs are increasing much faster than inflation. In response to a question from Andy Beerman, Ms. Moss explained that the cost of providing HSA and standard insurance are the same. The health savings account for the high deductible plan is an attempt to equalize the benefits and represents the same cost to the City. She explained that more and more employees are choosing HSA.

Ms. Moss explained that state retirement has increased its rates from 13.77% for public employees to 16.04%. She explained a Tier 2 reduced benefit at a reduced cost but most employees are Tier 1 and the City budgets for that cost. There will be some cost savings realized in years to come.

Brooke Moss stated that every two years the Pay Plan Committee and Technical Committee meet and review comparison data as well as internal equity questions. This is an intense process and the overall recommendation reflects the current market and the increase is smaller than in the past. She explained that at-risk pay means bonuses. In response to a question from Andy Beerman about the Organizational Development Manager position, Tom Bakaly explained that this is not a new a position but one that is being formalized. Craig Sanchez is currently providing centralized training in Human Resources. Discussion ensued on the number of new employees proposed in the budget and Mr. Beerman relayed 3.5 FTEs. Brooke Moss noted that there are two full-time water workers proposed.

Mr. Butwinski asked the impact of the bonus program on the compensation item line. Tom Bakaly responded that on average bonuses were 5% which is what was budgeted, not the full 7%. Tom Bakaly discussed an on-going education program to guide managers regarding the policy and distribution of bonuses. The fluctuation in bonus percentages over recent years was explained and the City Manager stated that he can return to Council regarding the effort to refine the bonus process. Jed Briggs stated that new hires total 2.95 FTEs but with proposed reorganizations, one position may be eliminated.

Brook Moss explained that there are several criteria a department must meet to consider reorganization. There has to be a cost savings to the City and service levels must be maintained or improved. The Sustainability, Dispatch/Police Records and Human Resources Departments are proposing reorganizations and there are cost savings with all three. Liza Simpson felt the changes make sense. Jed Briggs reviewed the budget agenda for next week.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MAY 31, 2012

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, May 31, 2012. Members in attendance were Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Brooks Robinson, Transportation Planner; Ken Fisher, Recreation Manager; Tina Atkinson, Front Desk Team Leader; and Roger McClain, Water Project Manager.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Orange Barrel Report – Brooks Robinson reported on state work on SR248 and the work scheduled at the Roundabout next week. Jason Davis, UDOT, will be meeting with Council next week to discuss highway projects in the area. Information will be posted on the City's website and most of the work will be completed before July 4.

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

None.

IV MINUTES OF MEETING OF MAY 17, 2012

The City Recorder relayed corrections recommended by Andy Beerman, "I move we approve the meeting minutes from May 17, 2012 (as corrected)". Dick Peek seconded. Motion unanimously carried.

V RESIGNATIONS AND APPOINTMENTS

Appointment of four members to the Historic Preservation Board for terms beginning July 2012 and expiring July 2015 – The Mayor recommended appointment of Marian Crosby, John Kenworthy, Dave McFawn and David White. Dick Peek, "I so move". Liza Simpson seconded. Motion unanimously carried.

VI NEW BUSINESS

1. Consideration of approving a real estate Purchase Contract for property located at 1450 – 1460 Park Avenue with GreenPark Cohousing in in a form approved by the City Attorney – The Mayor opened the public hearing. There was no input. Cindy Matsumoto, "I move we continue the real estate purchase contract for 1450 – 1460 Park Avenue to June 28th". Alex Butwinski seconded. Motion unanimously carried.

2. Consideration to authorize the City Manager to execute the concession agreement with Caroline Silverman (Perks LLC) for the pool deck food and beverage concession at Park City Municipal Athletic and Recreation Center, in a form approved by the City Attorney – Ken Fisher introduced Tina Atkinson who explained the RFP and selection processes. She discussed the qualifications of the recommended vendor and the affordability of her food and beverages. The concession will be available to pool, fitness and tennis patrons. Cindy Matsumoto remarked that the City is not receiving a percentage of sales or rental payment and asked if that is common practice. Ms. Atkinson explained that start-up costs may be high for this plan and requirements for operations are mid-May to mid-September. She explained that staff wanted this service to be an amenity and attraction for patrons and did not want to profit off of it directly. This will allow Perks to save some money and pass savings along to customers. Securing the food cart after hours was explained. The Mayor invited public input.

Henry Silverman, young citizen, stated that he may possibly be related to Caroline Silverman and confirmed that the cart can be locked up.

Liza Simpson, "I move that we authorize the City Manager to execute the concession agreement with Perks LLC for the pool deck food and beverage concession at Park City Municipal Athletic and Recreation Center, in a form approved by the City Attorney". Dick Peek seconded. Motion unanimously carried.

3. Consideration to authorize the City Manager to execute a Construction Agreement with Whitaker Construction, Inc. for the construction of the Last Chance Waterline Replacement Phase 2 for a lump sum amount of $468,800, in a form approved by the City Attorney – Roger McClain explained that this project is a continuation of work done last year to replace the corroded water line running behind Snow Park Lodge. About 1,900 feet of pipeline leaks and the City is working with Deer Valley Resort to avoid conflicts with mountain activities and special events. Contractors were pre-qualified last year but the project was re-bid because of the scope of the contract.

In response to questions from Liza Simpson and Cindy Matsumoto, he described the reasons for failure, measures to ensure the life of the new installation, and the need to pump the water. Alex Butwinski expressed that this project appears to be more specific to Deer Valley than the City. Mr. McClain stated that the City's obligations are outlined in water rights and delivery agreements with Deer Valley.

Liza Simpson, "I move we authorize the City Manager to execute a construction agreement with Whitaker Construction for the construction of th4e Last Chance Waterline Replacement Phase 2 for a lump sum amount of $468,800, in a form approved by the City Attorney". Alex Butwinski seconded. Motion unanimously carried.

4. Consideration of a Resolution adopting the Revised Budget for Fiscal Year 2012-2013 and the Proposed Budget for Fiscal Year 2013-2014 for Park City Municipal

Corporation and its related agencies – the Mayor opened the public hearing; there were no comments from the audience. Andy Beerman, "I move we continue New Business Item No. 4 to June 7th". Dick Peek seconded. Motion unanimously carried.

VII ADJOURNMENT

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

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 2:30 p.m. Members in attendance were Mayor Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Tom Daley, Deputy City Attorney, Diane Foster, Deputy City Manager; Polly Samuels-McLean, Assistant City Attorney; Thomas Eddington, Planning Manager; and Jon Weidenhamer, Economic Development Manager; and Mark Harrington, City Attorney. Cindy Matsumoto, "I move to close the meeting to discuss property and litigation". Alex Butwinski seconded. Motion carried unanimously. The meeting opened at approximately 4 p.m. Liza Simpson, "I move to open the meeting". Andy Beerman seconded. Motion unanimously carried.

The City Council again convened after the regular meeting. Dick Peek, "I move to close the meeting to discuss property and litigation". Andy Beerman seconded. Motion carried unanimously.

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

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