PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MAY 23, 1996

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, May 23, 1996.

AGENDA

Noon   Luncheon at Senior Citizens Center, 1361 Norfolk Avenue

Work Session

3:00 p.m.	Field trip to barn at Aerie	
3:30 p.m.	Council questions and comments	
3:50 p.m.	Street vending - ice cream truck request	P. 7 - 8
4:20 p.m.	Operating budget	
	Public Works	
	Leisure Services	P. 9 - 10
	General Government and Non-Departmental	P. 11 - 17
5:50 p.m.	Review of regular meeting	

Regular Meeting

6:00 p.m.

I ROLL CALL

II PUBLIC INPUT

III COMMUNICATIONS FROM COUNCIL AND STAFF

Customer service excellence award

IV WORK SESSION NOTES AND MINUTES OF MEETING OF MAY 9, 1996 P. 19 - 31

V CONSENT AGENDA

1. Amendment to Entryway Corridor Master Plan regarding relocation of trails P. 32 - 34
2. Approval of non-motorized trails grant application P. 35 - 36

VI PUBLIC HEARING

Revisions to FY 1995-96 Budget and proposed FY 1996-97 Budget for Park City Municipal Corporation and its related agencies

VII ADJOURNMENT

Posted: 5/20/96

PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
MAY 23, 1996

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

Toby Ross, City Manager; Jodi Hoffman, City Attorney; Shauna Carpenter, Customer Service; Tom Bakaly, Finance Manager; John Lind, Water and Streets Superintendent; Rob Christensen, Asst. Transportation Director; Frank Bell, Chief of Police; Bob Johnston, Leisure Services Director; Pace Erickson, Parks and Golf Course Superintendent; Kathy Kelly, Recreation Services Manager

Russell and Eileen Wong, PC Youth Coalition Board

1. **Council questions and comments.** The Mayor invited the Council to a dinner for Ambassador John Woods from New Zealand; Hugh Daniels and Shauna Kerr expressed interest. Roger Harlan commented on the naming of the Education Center auditorium for Jim Santy was and how beneficial the quarterly luncheons are with the City Manager. Paul Sincock noted that he has been explaining to citizens that although valet parking is budgeted for, it is not necessarily approved as a parking option. Chuck Klingenstein thanked Eric DeHaan for delineating the City boundaries on the aerial map and suggested including annexation areas. He continued that the Mountainlands Housing Trust met today with consultants from Denver regarding the restructuring of that organization. Mr. Klingenstein distributed an editorial in the Wasatch Wave and reported that there is graffiti on the Deer Valley aqueduct. He thanked the Library Board for organizing the Jim Santy dedication. Mr. Klingenstein suggested that the City look into used refurbished modular furniture like KPCW.

Shauna Kerr stated that while reading her HDC meeting packet, she noticed that the design guidelines have been postponed and was concerned because there has been a lot of time spent on this project and a new timetable was not suggested. Toby Ross explained that adoption of the new guidelines are not that close, and changing its priority was a result of the workload for the pending TZO and height limitations. Mr. Kerr suggested bringing the design guidelines back in August. Jodi Hoffman clarified that there are large policy decisions that the Council need to make. Ms. Kerr pointed out that there have been Town Run appeal criticisms that the Council has been insensitive to the Historic District and felt that these guidelines are necessary to safeguard the Historic District. The City Manager explained that the delay is not the consultant but for staff to frame some major policy questions for the HDC, Planning Commission and the Council to include in the amendments. Ms. Kerr felt that since the TZO isn't ready, that the standards could be presented to the HDC. Again, Mr. Ross stressed that it is a workload for staff in framing policy questions. It is anticipated that the Planning Commission will be reviewing heights in June. A major policy issue will be replication, and if the Council is supportive of replication, the guidelines need to be totally rewritten. Paul Sincock expressed his concerns about the timing of the TZO and Ms. Kerr reiterated that she would like the guidelines to remain on line.

Ms. Kerr reported that the League of Cities and Towns legislative committee discussed the Telecommunications Act of 1996, which could have an impact on the City's ability to enforce satellite dish requirements. Assistant City Attorney Mark Harrington stated that the Legal Department is currently researching the cable act which will severely curtail our ability to regulate satellite dishes but staff is also pursuing a waiver for the Historic District and possibly City-wide.

Hugh Daniels stated that he attended the Fourth Grade Centennial Chorus performance which was outstanding. He commented on the new upholstered seats in the Jim Santy Auditorium which seemed to help the acoustics. He disclosed that he was contacted by Ron Purdom concerning attended parking. He also received a complaint about parking on both sides of the street on Three Kings Drive. Mr. Daniels also noticed that construction vehicles are parking on an angle on Woodside which is creating a problem for two-way traffic. He assured staff that postponing improvements to the Marsac Building was not an indication that Council was uncommitted to employee safety. Mr. Daniels reported that the Summit County Olympic Committee met today and discussed renting homes which are not zoned for that use. He added that the Board of Health is organizing a visit to Phoenix in June for information on emission control and Jerry Gibbs will be joining the group; Summit County has a goal of 1998 to have these requirements in place. Summit County may be the first county in the United States to take a preemptive air pollution control approach.

2. **Street vending - ice cream truck.** Shauna Carpenter explained that there was a request from Tom Mohr in November to amend the City's business licensing ordinance with regard to street vending to allow ice cream trucks. Mr. Mohr described what the truck would look like, and that he would only be selling ice cream products in residential areas. Roger Harlan asked if there was a national statistic about accidents involving children and ice cream trucks; Mr. Mohr answered that he wasn't aware of any such statistic and pointed out that the vehicle would be traveling very slowly. Mr. Harlan expressed his specific concern with regard to Lucky John Drive. Tom Mohr indicated that he would be open to prescribed routes and Frank Bell indicated that he could think of streets where a certain direction would be preferred. Paul Sincock stated that he didn't have a problem with the ice cream truck, but asked if it opened the door for other requests. He added that street vending should be limited to residential areas and shouldn't be competing with commercial areas. Ms. Hoffman noted that there needs to be some rationale for allowing street vending, but cautioned about placing too many conditions on this use.

The Mayor suggested that this be a conditional use, so that each request would be individually considered and annually reviewed on a trial basis. Paul Sincock agreed and didn't want to see this codified. Mr. Ross was not sure that a conditional use was appropriate, but rather to identify different conditions for specific vendors. Shauna Kerr suggested that this be an experiment and that Mr. Mohr be given a license for a year as it is difficult to speculate problems or impacts, or if the ordinance should be amended at this time. Ms. Kerr suggested that this operation be reviewed in the fall, rather than waiting a year. Eileen Wong, resident, expressed her concern that operators have a background check as they will be dealing with children. Mr. Harrington suggested that the use be allowed under a franchise agreement as Mr. Mohr would be using the City's right-of-way. The Chief of Police relayed that there is no statutory provision that would allow disclosure of a background check simply if a business catered to children. Ms. Hoffman pointed out that there wouldn't have to be an RFP process if the franchise agreement was non-exclusive. Mr. Kerr identified several street vending businesses that are not currently licensed but operating on the City's right-of-way. The Mayor asked if there was a consensus among Council to allow ice cream vending; Mr. Harlan stated that he is nervous about Lucky John Drive. It was pointed out that an ice cream truck with flashing lights, traveling very slowly might have a positive effect on traffic. There was discussion about the difficulty in citing illegal vending trucks, and Hugh Daniels stated that he would like to see all street vendors licensed for the benefit of the sales tax revenue. Ms. Kerr suggested that if Mr. Mohr established a route and turn-off areas, it would be easier for children to anticipate where he would be and it would be safer. Mr. Mohr stated that he wasn't sure if he would be operating in the County. The Mayor didn't feel it appropriate to prescribe routes at this point.

3. Operating budget:

Public Works. John Lind discussed the street sweeping, signage and lighting programs. Mr. Bakaly explained that there is a request for an additional $20,000 for building maintenance and the $50,000 transportation study was discussed. Chuck Klingenstein expressed concern about sufficiently funding the transportation study and Mr. Ross added that some traffic counts can be provided internally with staff time and it is believed that the scope is less than Mr. Klingenstein is describing because there was an elaborate review in Park Meadows and that is not necessary in every neighborhood. Most of the counts are not dealing with capacity problems, but environmental problems. It is the feeling that a 20 year transit plan is not necessary at this time, but rather to try some experiments in transit and with the benefit of that experience, to come back with a long-term transit plan. The City Manager clarified that it is not a trails master plan but is intended to deal with the transportation issues. Mr. Klingenstein understood that the trails master plan is recreationally driven but would like to promote pedestrian travel in certain parts of town. Mr. Ross continued that we don't necessarily need to plan for more pedestrian facilities but need to implement the facilities already planned. John Lind explained the bike path surfacing and street light replacement projects. Rob Christensen explained that there is a staffing request for a .5 FTE to use for in-house service to answer after-hour calls and for the proposed express service. The Mayor advised that he received a request for summer service to Silver Lake; Rob Christensen advised that summer service would amount to $67,000 and has never been provided. The $10,000 incentive program to recruit and keep bus drivers was discussed. A new transit guide will be produced and the bus shelters will have additional signage.

Leisure Services. Bob Johnston explained that Summit County contacted the City about the lack of a noxious weed program here. City-owned property and rights-of-way will be treated; weeds may be destroyed by the City on private property, but negligent property owners will be billed for the service. Pace Erickson explained the target areas.

Tom Bakaly discussed the .5 temporary position in Leisure Services to assist in computer maintenance at the Racquet Club. Bob Johnston explained that not renewing the lease for the Teen Center for the Recreation Building was a proposal that originated from the Parks, Recreation, and Beautification Advisory Board. Kathy Kelly added that there were citizen concerns about feeling uncomfortable in the park. The park is not staffed on an on-going basis; there is a latch key program and there are 70 kids there a day in the summer camp. When the recreation staff met with the youth, it was expressed that there be more organized sports in the park. There have been complaints about one group monopolizing the basketball courts, for instance. She continued that there is a very successful summer camp program and the building is very small and it is difficult for both the Teen Center and the Recreation Department to share the building and the needs and decor of each group are very different. Ms. Kelly continued that as this issue was discussed, the Police Department expressed an interest in establishing a bike substation at the Recreation Building and increasing their presence in the park. She stated that all of these issues started pointing in the same direction of not sharing the building and having a park ranger who would pass out basketballs and volleyballs and make sure that things are running well. There have been a lot of complaints about the customer service at the snack bar and it is contemplated that snack bar employees attend an employee orientation, act as another point of contact, and establish a professional presence that will make it more of a community building. Hugh Daniels supported the general concept but suggested that teens be hired and run through the orientation. Shauna Kerr suggested regular hours in the park. Bob Johnston explained that when the Teen Center moved into the Recreation Building, it was agreed that it would be an interim solution and that they would pursue a better location. Kathy Kelly stated that during the winter, the facility would be available to the community, including the teens for dances and special events. Mr. Johnston explained that staff has not been formulating a plan for the Teen Center relocation, but was concerned about the timing of this proposal for budget purposes. Roger Harlan reported that Sally Elliott is intending to contact the County about space in its new facility. Paul Sincock stated that this proposal supports the highest and best use of the building and Ms. Kerr felt that the timing of the termination of the lease is better in the summer. Discussion ensued regarding using the recreation building and the Racquet Club for dances. Eileen Wong, PC Youth Coalition board member, felt that dances would be great activities as there are bands that would like to perform.

Russell Wong, PC Youth Coalition board member, complained about the late notice of this action and that the City may be competing with private day care services. He asked that this matter be postponed as the board doesn't meet until June 1. Mr. Wong reported that running a business by the teens was discussed at the Youth Summit. He didn't feel that the City could run a better snack bar in terms of making a profit, and that the teens could go through a training program, if hired. Hugh Daniels pointed out that Council is determining direction on the budget and there is time to work out details. Mr. Wong criticized the plan as there will not be a computer in the

Recreation Building for the Police Department; Mr. Bakaly responded that a computer has been budgeted for and tentatively approved for installation.

General Government and Non-Departmental. Tom Bakaly pointed out that the largest component of non-departmental is grants and there is a request for increased funding from the Domestic Peace Task Force. He explained the formula for calculating grant allocations in relation to the general fund and that there is an additional $6,000 in the special services category than originally estimated. There is currently $10,000 budget for the DPTF and an additional $10,000 is being requested for a total grant award of $20,000.

In response to a question from Hugh Daniels, Teri Orr of DPTF, stated that they have not received funding from Summit or Wasatch Counties, but have not requested grants. There was discussion about funding from the state, but some of those monies are limited to certain programs. Ms. Orr explained that the funding request would assist activities for children at the shelter. She continued that they have the number of women served by the shelter has almost doubled in one year. There is a state-wide epidemic, and the shelter is part of it. Ms. Orr clarified that there needs to be a staff person working with the kids and volunteers are not trained to deal with the variety of individual needs. She continued that because the shelter has been operating for over a year, there is statistical information and she can now approach other communities for funding based on users. Hugh Daniels asked if $20,000 would be the annual request and Ms. Orr indicated that she didn't know. Paul Sincock stated that DPTF provides a vital service in the community and he would support the additional funding, but would urge them to request funding from all other governmental agencies whose constituencies use the facility. Again, Park City is subsidizing the rest of the county. Hugh Daniels pointed out that there will be $30,000 still remaining in the contingency fund if there are other requests. He stated that he supports a $6,000 allocation and suggested a matching incentive up to $4,000 with other jurisdictions. Mr. Harlan warned that if Park City commits to the additional $10,000, there is no reason for the other counties to assist. Ms. Orr added that they are asking for more money from all sources of funding and noted that they must educate Wasatch County about domestic violence before they can expect funding. Ms. Kerr suggested that DPTF contact Mountainlands for regional assistance. The Mayor encouraged DPTF to educate the small communities about domestic violence and the use of the shelter, and Ms. Orr described the attitude of denial in some communities. The Mayor clarified that the Council has agreed to increase the grant from $10,000 to a total of $16,000, with the option of committing to an additional $4,000 on a matching basis.

Tom Bakaly discussed the $20,000 budgeted for Olympic planning. The Mayor felt that it should be between $50,000 and $60,000 if the Council wants to visit Europe. Chuck Klingenstein felt it important to visit Olympic sites for planning and transportation information. The Mayor pointed out that these cities have already done the research and networking with them will be beneficial in making decisions. The Mayor suggested budgeting for travel to Europe this year; there was discussion about POMA picking up some of the costs and Shauna Kerr expressed her strong concern that travel costs be paid for by the City for Council members. Brad Olch again suggested that $50,000 to $60,000 to be budgeted.

Frank Bell discussed the lodging arrangements from July 15 to August 10 in Atlanta during the Summer Games and urged Council to get back to him as soon as possible so that he can obtain credentials for them and make arrangements to talk to people. This trip is intended to observe logistics, like outlying venues and parking.

Tom Bakaly informed Council that on June 6 there will be another work session on the budget and tentative adoption. It is anticipated that the final budget will be adopted on June 20.

Prepared by Janet M. Scott

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MAY 23, 1996

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, May 23, 1996. Members in attendance were Brad Olch, Hugh Daniels, Roger Harlan, Shauna Kerr, Chuck Klingenstein, and Paul Sincock. Staff present were Toby Ross, City Manager; Kim Leier, Personnel Director; Tom Bakaly, Finance Director; and Jodi Hoffman, City Attorney.

II PUBLIC INPUT

The Mayor invited the public to comment on any matter of City business not scheduled on the agenda.

Town Run skier bridge - Sandra Morrison, Vice-President of the Summit County Historical Society, read a letter into the record regarding the existence of this group since 1991 and its purpose. She stated that the Board of Trustees is opposed to the proposed skier bridge because of the removal of historic buildings and artifacts. She felt that the bridge will divide Old Town and its character will be lost forever. They are also concerned about the precedent this will set for future development in Old Town.

III COMMUNICATIONS FROM COUNCIL AND STAFF

Customer service excellence award - Shauna Kerr stated that few things give her more pleasure than having the opportunity of serving on the customer service award committee to honor our employees who go beyond the call of duty. She recognized Kim Leier, Personnel Director, for her persistence in obtaining insurance coverage for a bone marrow transplant for ReNae Rezac, and read a letter from ReNae Rezac personally thanking Kim.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF MAY 9, 1996

Chuck Klingenstein clarified his comments in the work session notes regarding taking applications for refunds of school impact fees at the end of the 180 days and then the refund process will begin. With no further corrections or comments, the Mayor asked for a motion to approve. Chuck Klingenstein, "I so move, as amended". Hugh Daniels seconded. Motion unanimously carried.

V CONSENT AGENDA

Shauna Kerr, "I move approval of Consent Agenda Items 1 and 2". Chuck Klingenstein seconded. Motion unanimously carried.

1. Amendment to Entryway Corridor Master Plan regarding relocation of trails - and

2. Approval of non-motorized trails grant application - See attached back-up.

VI PUBLIC HEARING

Revisions to FY 1995-96 Budget and proposed FY 1996-97 Budget for Park City Municipal Corporation and its related agencies - Finance Manager Tom Bakaly explained that on May 2, staff presented the update on the two year budget. Capital projects have been the focus of the three work sessions, and it is anticipated that Council will tentatively adopt the budget on June 6. The Mayor invited the public and the Council to comment on the budget. With no comments, the public hearing was continued.

Shauna Kerr, "I move that we continue the hearing to the 20th". Hugh Daniels seconded. Motion unanimously carried.

VII ADJOURNMENT

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

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

Prepared by Janet M. Scott

Janet M. Scott

Janet M. Scott, Deputy City Recorder

PARK CITY SUMMIT COUNTY UTAH
CORPORATE
Seal
MARCH 1,
1884

PARK CITY
1884

DATE: May 15, 1996

DEPARTMENT: Administrative Services

AUTHOR: Shauna H. Carpenter

TITLE: Municipal Code of Park City amendment related to licensing street vendors

TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: The Administrative Services Department recommends that the City Council consider a citizen proposal to amend the *Municipal Code of Park City* to permit the licensing of street vendors, e.g., ice cream trucks. If the City Council agrees with the proposal, the Council should direct staff to prepare and schedule the necessary ordinance for public hearing and action at the June 6, 1996 meeting.

DESCRIPTION:

A. Topic: Tom Mohr has approached the City on changing the licensing ordinances that deal with street vendors, in particular ice cream trucks. He would like to operate an ice cream truck in the residential neighborhoods of Park City. He would like to begin operation as soon as possible, having business cease for the season in September. The proposed hours of operation he is recommending would be 2:00pm to 8:00pm. The vehicle will be a typical ice cream truck with coolers on the back, a counter on the side with a serving window, menu board and either music playing or a bell to ring as he approaches customers.

B. Background: *Title 4 of the Municipal Code of Park City* does not permit street vendors with the exception of sales at bona fide construction sites from a motor vehicle. The Planning Department reviewed this issue and feels there are no planning issues raised by the proposed change. Tom Mohr approached the City Council in November addressing this issue and was told that the topic would be brought up after the first of the year.

C. Analysis: Council needs to provide direction regarding allowing ice cream trucks and opening the streets to a broader vendor use. The implications to consider in changing the ordinance would be whether we want to open the streets to vendor use. If we do, what limitations on use or conduct of business would need to be put in place, such as limiting the number of vehicles, time of operation, amplified music and routes, e.g., Main Street? Do we want vendor use to extend to sidewalks and parks? Careful consideration needs to be taken before this ordinance is changed.

D. <u>Department Review</u>:

The Administrative Services and Planning Departments have reviewed this proposal.

<u>ALTERNATIVES</u>:

A. <u>Approve the Request</u>:

1. Direct staff to allow street vendors, but limit the use to motor vehicles only; or
2. Direct staff to allow street vendors, including sidewalk push carts, motor vehicles and stationary booths.

B. <u>Deny the Request</u>: Nothing will change and the ordinance will stand as written.

C. <u>Continue the Item</u>: Allow additional time to be put into a proposal and do research into the legal implications and impact on the business community.

<u>SIGNIFICANT IMPACTS</u>:

By allowing the change of this ordinance, it will open the door for a wide range of street vendors in our neighborhoods.

<u>CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION</u>:

The idea of the traditional ice cream truck is nostalgic and maybe something that the citizens of Park City are interested in having in their neighborhoods. Denial of this proposal could be criticized.

<u>RECOMMENDATION</u>: The Administrative Services Department recommends that the City Council consider a citizen proposal to amend the *Municipal Code of Park City* to permit the licensing of street vendors. If the City Council agrees with the proposal, the Council should direct staff to prepare and schedule the necessary ordinance for public hearing and action at the June 6, 1996 meeting.

PARK CITY 1884

COUNCIL AGENDA REPORT

DATE: May 1, 1996
DEPARTMENT: Leisure Services
AUTHOR: Kathy Kelly, Recreation Services Manager
Gwen Henley, Community Crime Prevention Officer
TITLE: City Park Recreation Building
TYPE OF ITEM: Approve new use

SUMMARY RECOMMENDATIONS: Recommend that Recreation Services establish evening and weekend programs at City Park, and that the Teen Center lease not be renewed on June 1, 1996.

DESCRIPTION:

A. Topic: Recreations Services would take over full use of the City Park Recreations building,re-activate evening and weekend programs, and run the Snack Bar. The Police Department would also use the building for its bicycle patrol officers.

B. Background:

The City Park Recreation Building was originally built as a focus for the recreational activities in City Park. Staff was housed in the building, provided equipment for customers, and ran the snack bar. Softball, volleyball, and other leagues and tournaments were conducted from this building.

Several years ago, the City agreed to allow the Park City Youth Coalition to move its Teen Center to this building. The idea was that the Teen Center would use the building while establishing its programs, and finding a more appropriate location. They would then move from the building, and it would revert to its former function. The Teen Center was also allowed to run the snackbar, as a way of raising funds.

The City continues to use the building on a part- time basis for its successful summer camp program, and for a latch key program during the school year. This shared use has created difficulties: First, the Teen Center and the Summer Camp have different needs in decor, furniture, and activities. Second, the building is adjacent to the toddler/young children playground. The teens feel this lends the building a "crib" feeling; some parents complain that they do not like having the sometimes rambunctious teens by their playground. Third, complaints have been received about the service and cleanliness at the snack bar.

Recreation Services has been receiving requests for more activities in the park. In a recent meeting with a group of Park City High School students, the students said that they miss the more organized forms of recreation at City Park. Also, the basketball and volleyball courts are often monopolized by the same groups for long periods of time.

Analysis:

Recreation Services would address these problems by reactivating its City Park programs. The Police Department would join in these efforts. It is the goal of the Recreation Department and Police Department to create a park environment free of criminal activity and security concerns. In so doing , we will be making a comprehensive effort to keep the park free of drugs and criminal activity. Input from the Hispanic community, the Parks, Recreation and Beautification Board, and from interested youth would be sought. The goal is to make City Park a true community park, where everyone is welcome, and good leisure opportunities are offered. As a part of the effort to get everyone involved in the activities, information on programs would be available in Spanish.The hours of the snack bar would be expanded and it would provide excellent customer service to the park patrons, as well as provide more staff presence.

During the winter season, the building could be used as a community center for various groups. Youth groups could meet there to plan events. Some outside Winter recreation events (again, suggested by the high school students) could be held: snowshoe baseball, full moon volleyball, snow cave building.

D. Department Review: Recreation Services has worked with Gwen Moore of the Police Department on this proposal.

RECOMMENDATION: We recommend that the City not approve the renewal of the Youth Coalition lease, and to allow Recreation Services and the Police Department to introduce new programs.

PARK CITY
1884

COUNCIL AGENDA REPORT

DATE: May 23rd, 1996
DEPARTMENT: Administrative Services
AUTHOR: Tom Bakaly, Finance Manager
TITLE: Budget Review: Additional Grants Request - Special Services
TYPE OF ITEM: Informational

SUMMARY RECOMMENDATION: City Council should review and provide direction regarding the Grants (Special Services) funding request from the Domestic Peace Task Force.

DESCRIPTION:

A. **Topic:** Additional Grants (Special Services) funding request from the Domestic Peace Task Force (DPTF). The additional funding request is attached.

B. **Background:** On April 18, 1996, the City Council approved a new budget policy for the distribution of Grants Funds. A copy of the policy and a spreadsheet that shows the amount of funds in the FY 1996-1997 budget is attached. The DPTF falls in the category of "Special Services" grants. The grants policy states that to the extent that is possible, individual special services will be delineated in the budget. The current DPTF grant award of $10,000 has been delineated in the budget.

The DPTF is asking that their grant award be increased $10,000 to a total grant amount of $20,000. The grants policy states that if an special service grant increase is desired, the grant recipient must justify the increase. In their attached letter the DPTF has provided their justification for the increase.

C. **Analysis:** The budget policy states that any amount not specifically designated in the budget for special services will be placed in the Grant Contingency Fund. Roughly $6,000 of the special services category budget allocation was placed in the Grant Contingency Fund as directed by the policy. This was done because the sum of the delineated service contracts were less than the 1.10% of the General Fund allocation that the special services category receives. The individual service contract amounts have not changed, but because the General Fund Budget increased, there were more funds appropriated to the special services category.

The Grants Policy further states that funds used to increase individual special services contracts must come from the Special Services Category or the Grant Contingency Category. The total amount of the Grant Contingency Fund is approximately $36,000. Of the $36,000, roughly $6,000 came from the Special Services category as described above.

D. Department Review: The request has been reviewed by Toby Ross and Tom Bakaly.

ALTERNATIVES:

A. Approve the Request - Approve the total $10,000 request, and use funds from the Grant Contingency Fund. This action would slightly increase the percentage of the General Fund Budget that is designated for special services contracts.

B. Approve a Portion of the Request - Approve an additional $6,000 for the DPTF. This action would not increase the percentage of the General Fund Budget that is designated for special services contracts.

C. Deny the Request - City Council could deny (in total or in part) the request. The impact of such denial would need to be elaborated upon by the DPTF.

D. Continue the Item - June 20 is the last date that budget adoption can occur in order for us to meet the filing deadlines with the County.

E. Act on the Item Outside of the Budget Process - The City Council could approve the Budget with the current $10,000 grant award to the DPTF. This item could then return to the City Council during the fiscal year if the DPTF so desired.

F. Do Nothing - Since funds are currently not in the Grants Budget for this additional $10,000 request, such action would be the same as denying the request.

SIGNIFICANT IMPACTS: The Domestic Peace Task Force has elaborated on the impacts of not approving their additional $10,000 grant request. If further explanation is needed, DPTF representatives will be available on Thursday, May 23, 1996 to answer City Council questions.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

By not providing staff with direction regarding the additional DPTF grant request, the budget would remain unchanged and their request would be effectively denied.

RECOMMENDATION:

The City Council should review and provide direction to staff regarding the DPTF's additional grant (special services) request.

Domestic Peace Task Force

Peace House Women's Shelter

Serving Summit and Wasatch Counties

May 16, 1996

Park City Muncipal Corporation
P.O.Box 1480
Park City, UT. 84060

Dear Mayor, City Manager, Council members:

We are extremely grateful for the funding the City Council has given us in the past. Because of the grant, we were able to provide staff coverage 24 hours a day, seven days a week at the Peace House. Last year, the City Council approved funds in the amount of $10,000 for the Domestic Peace Task Force/Peace House in Park City which was used for staffing purposes.

This year we are asking for monies from your contingency fund to be used for staffing purposes. The Peace House has been open almost one year and we are receiving numerous referrals for services for the Park City residents and residents from Summit and Wasatch Counties. As our community is better educated about domestic violence and people become aware of the service we provide, we need to have staff to meet the demands. The following chart shows a comparison between 1995 and the first 5 months of 1996:

	1995	1996 (Jan. - May)
Crisis calls (mobil crisis)	70	125
Shelter Services	112	45
Hotline Calls	45	47

Unfortunately, we are expecting our numbers to double in 1996 for the number of residents we provide services to at the Peace Peace. In addition, to fulfill our licensing requirements for the State, we need to provide services/activities for the children in residence who are victims of domestic violence. The demands for the shelter continue to increase, as do the needs of the women and children. In order to provide much needed services to the residents,we need to have staff that can handle mutiple problem situations.

We hope the Council agrees that we are a vital service to the Park City community. We appreciate the help and support you are able to give us, and we hope you will grant our request for $20,000.

Sincerely,

Sharon Tongson
Sharon Tongson
Executive Director

Teri Orr
Teri Orr
Fundraising Chair

P.O. Box 682141 • Park City, Utah 84068

PROPOSED BUDGET POLICY FOR THE DISTRIBUTION OF GRANT FUNDS
(Approved in concept by the City Council - April 18, 1996)

GRANTS:

As part of the budget process, the City Council appropriates funds to organizations and endeavors whose missions are consistent with those of the City. Depending upon the type of grant category, grants may take the form of ongoing cash contributions for operations, one-time capital project donations, and forgone fees or rent relating to City property.

Grant Distribution Criteria: Organizations or projects must meet the following criteria in order to be eligible for a grant: 1) Accountability and Sustainablility of Organization; 2) Program Need and General Public Benefit and; 3) Fiscal Stability and other Financial Support.

Criterion #1 - Accountability and Sustainability of Organization or Endeavor: The organization or endeavor must have: 1) Quantifiable goals and objectives; 2) Non-discrimination in providing programs or services; 3) Cooperation with existing related programs and community service; 4) Compliance with the City contract and 5) Not-for-profit Status.

Criterion #2 - Program Need and General Public Benefit: The organization or endeavor must have: 1) A clear demonstration of public benefit and provision of direct services to City residents and; 2) A demonstrated need for the program or activity.

Criterion #3 - Fiscal Stability and other Financial Support: The organization or endeavor must have: 1) A clear description of how public funds will be used and accounted for; 2) Other funding sources that can be used to leverage resources; 3) A sound financial plan that demonstrates managerial and fiscal competence; and 4) A history of performing in a financially competent manner.

Total Grant Appropriations: The City appropriates a total of 2.25% of its annual General Fund budget (minus grant appropriations) each year for grants in categories 1 - 5 as described below. In addition, the City appropriates specific dollar amounts from other funds specifically related to categories 6 - 7 as described below. The General Fund budget is defined as the total of the General Fund, less interfund transactions and ending balances.

Grant Categories and Percentage Allocations: For the purpose of distributing grant funds, grants are placed into the following categories: 1) Special Services; 2) Arts, Culture, Humanities; 3) Youth; 4) Rent Contribution; 5) Grant Contingency 6) Housing and; 7) Historic Preservation. A percentage of the General Fund budget (whose sum does not exceed %) is allocated to each of the first five individual categories by the City Council. A specific dollar amount is allocated to categories 6 and 7.

The General Fund category percentage allocation does not vary from year-to-year. However, as the City's budget fluctuates (up or down) due to economic conditions, the dollar amounts applied to each category will fluctuate proportionally.

1) Special Services: An amount not to exceed 1.10 % of the General Fund budget will be designated for grants relating to services that would otherwise be provided by the City. Special services that fall into this category would include, but not be limited to; economic development, historical preservation, public safety, and recycling.

To the extent that is possible, individual special services will be delineated in the budget. Any amount not specifically designated in the budget for special services will be placed in the Grant Contingency Category. Each special service grant will have a special service contract with a term of one year. If a special service grant recipient wishes to increase their budgeted grant amount, they must justify why a change is needed. Funds used to increase individual special service contracts must come from within the Special Services Category or the Grant Contingency Category.

2) Arts, Culture, Humanities: .29% of the total General Fund budget will be designated for a grant to a representative organization of the arts, culture, and humanities community. The representative organization will propose a plan by June 1st of each year of how the grant funds will be distributed to organizations in the arts, culture, and humanities community.

The proposal must be consistent with the criteria listed in this policy. In particular, criterion 1-3: (cooperation with existing related programs and community services) will be closely monitored. Failure to comply with this criteria may result in loss of representative organization status.

Upon being designated by the City Council as the representative organization, the representative organization will enter into a contract prior to July 1st with the City for the distribution of grant funds for a one year period. If a representative organization is not identified by City Council, the grant funds will be held in a City trust fund until a representative organization is identified.

3) Youth: .24% of the total General Fund budget will be designated for a grant to a representative organization for youth services. All of the policies relating to category #2 also apply to the youth category.

4) Rent Contribution: An amount not to exceed .43% of the General Fund budget will be used as a rent contribution for organizations occupying City owned property. To the extent that is possible, individual rent contributions will be delineated in the budget. Any amount not specifically designated in the budget will be placed in the Grant Contingency Category.

The City is required to make lease contributions to the Park City Building Authority for buildings that it occupies. Organizations may enter into a lease with the City to occupy City space at a reduced rental rate. The difference between the reduced rental rate and the rate paid to the Park City Building Authority will be funded by the rent contribution amount. The City Council may make long-term lease commitments for reduced rental rates under this policy. Please note that this policy only applies when a reduced rental rate is being offered. This policy does not apply to lease arrangements at "market" rates.

5) **Grant Contingency:** .19% of the General Fund budget will be designated as a grant contingency reserve for organizations, programs, or endeavors that arise throughout the year. The policies stated above will be applied to requests from the Grant Contingency Category.

6) **Housing:** Each year, the City Council will appropriate a specific dollar amount relating to housing issues. The City Council will designate the funding for these expenditures during the annual budget process. In instances where another organization is involved, a contract delineating the services will be required.

7) **Historic Preservation:** Each year, the City Council will appropriate a specific dollar amount relating to historic preservation. The City Council will designate the funding for these expenditures during the annual budget process. In instances where another organization is involved, a contract delineating the services will be required.

It is at the discretion of the City Council as to which categories individual organizations or endeavors are placed. Any percentage changes to the General Fund categories described above must be approved by the City Council. All final decisions relating to grant funding are at the discretion of the City Council.

PARK CITY MUNICIPAL COPRPORATION
GRANTS FY 1997 - Approved in concept by City Council on April 18, 1996

CATEGORY/DESCRIPTION	GRANT $ FY1997 (April 18)	% OF BUDGET GENERAL FUND	GRANT $ FY1997 ADJUST	% OF BUDGET GENERAL FUND
SPECIAL SERVICES				
Recycling	$8,000		$8,000	
Chamber Bureau	$65,000		$65,000	
Historical Society	$34,621		$34,621	
Domestic Peace Task Force	$10,000		$10,000	
Sub-total Special Services	**$117,621**	1.10%	**$117,621**	1.04%
ARTS/CULTURE/HUMANITIES				
Sub-total Arts	**$31,500**	0.29%	32,753	0.29%
YOUTH				
Sub-total Youth	**$26,000**	0.24%	27,106	0.24%
RENT CONTRIBUTIONS				
Sub-total Rent Contribution	**$45,992**	0.43%	40,492	0.36%
GRANT CONTINGENCY FUND	$20,355	0.19%	36,143	0.32%
TOTAL GRANTS - GENERAL FUND	$241,468	2.25%	254,115	2.25%
GENERAL FUND BUDGET W/O GRANTS	$10,712,423		11,293,981	
HOUSING				
Sub-total Housing	**$260,000**		260,000	
HISTORIC PRESERVATION				
Sub-total Historic Preservation	**$175,000**		175,000	
TOTAL GRANTS - All FUNDS	$676,468		$689,115	

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PARK CITY
1884

COUNCIL AGENDA REPORT

DATE: May 17,1996
DEPARTMENT: Public Affairs
AUTHOR: Jennifer Harrington
TOPIC: Entry Corridor Master Plan Revisions
TYPE OF ACTION: Adoption

SUMMARY RECOMMENDATIONS: Revise Entry Corridor Master Plan to allow horseback riding use on the west side of U-224 and adopt the Parks, Recreation, and Beautification Advisory Board's recommendations for trail routing, priorities, and periodic review.

DESCRIPTION:

A. Topic Entry Corridor Master Plan Revisions.

B. Background In preparation for seeking funds and preparing to continue trail construction along the entry corridor, the staff initiated a request to the Advisory Board to recommend specific trail routing priorities to the City Council for adoption. The current adopted Entryway Corridor Master Plan only identifies a number of optional trail routes. The Advisory Board studied the various options, visited the site and other trail systems, came up with a series of options, held a public meeting, and adopted the following recommendations in order of priority for the City Councils consideration and adoption.

1. An 8' wide soft-surfaced trail with a 12'-14' wide clearance be located on the upper trail alignment for mountain biking, walking, jogging, horse back riding, cross country skiing, and interpretation.
   - The Advisory Board would like to see an annual review of use and impacts to determine if limiting use or users in specific areas is warranted.
   - The extra clearance would allow cross country ski track setting equipment access and future width expansion if paving is desired.

2. A 10' wide paved plus 4' wide soft-surfaced trail along the east side of the highway from Meadows Drive north for multiple non-motorized users.

3. A 2' wide soft-surfaced trail along the stream corridor for walking, interpretation, and fishing access. It is recommended that this trail dead end at the north end where the stream from the Ivers property intersects McLeod Creek and where high quality wetlands are located.

The first priority trail alignment and proposed uses will require an amendment to the Entryway Corridor Master Plan as the currently adopted Master Plan specifically excludes horses on the west side of the highway. The adopted Master Plan establishes a specific process for changes to the plan as itemized below.

1. Amendments may be initiated by the Park City staff, the Parks, Recreation, and Beautification Advisory Board or the City Council.

2. The Parks, Recreation, and Beautification Advisory Board will review the amendment request at a publicly noticed meeting and recommend an action to the City Council. Any amendment that would conflict with the General Plan would also be referred to the Planning Commission for recommendation to the City Council.

3. The City Council may approve, deny or modify the amendment request following a duly noticed public hearing.

Since the recommendations do not involve any changes to the General Plan, these recommendations have not been reviewed by the Planning Commission.

C. Analysis The Parks, Recreation, and Beautification Advisory Board considered a variety of optional routes, visited the site, visited other trails systems in the intermountain region, and solicited input from various potential user groups. Visual and environmental impacts and opportunities, the currently adopted Trails Master Plan and Entry Corridor Master Plan, desired trail and recreation uses and users, wetland impacts and interpretive opportunities, and potential trail user experience were identified and considered in an evaluation criteria matrix.

On May 16th a Public Hearing was conducted by the City Council to receive input on the proposed Master Plan changed. Various City Council and Parks,Recreation, and Beautification Advisory Board members discussed the issue of reviewing and the possibility of limiting use in the future if impacts from a specific user group or groups is identified.

D. Department Review

ALTERNATIVES:

A. Approve the Request Adopt the above recommendations in their entirety.

B. Modify the Request Adjust the recommendations based upon public input received during the May 16th Public Hearing. Specific language could be inserted identifying specific uses that may be limited in the future.

C. Remand the Recommendation to the Parks, Recreation, and Beautification Advisory Board Remand this matter to the Parks, Recreation, and Beautification Advisory Board's with specific recommendations for their consideration.

D. Do Nothing This option may cause the staff to withdraw the recent grant request for Utah Non-Motorized Trails Grant funding.

SIGNIFICANT IMPACTS The inclusion of horseback use on the west side of U-224 will require the staff to incorporate that use in the design process. In general, when horses and mountain bikes are using the same trail, sight distances need to be increased. Also, trail surfacing must accommodate horse use. Hard pavement is generally not desirable. Aggregate size of soft surfacing should be small enough so rocks do not bruise the horse's feet. Trail head facilities may need to accommodate horse unloading. While environmental impacts from horse use are difficult to assess, especially before construction, horses are generally considered to have greater impact than hiking and jogging. Trail development within wetland areas are where impacts are potentially greatest. Final design should consider horse use. Trail tread wearing is generally accelerated with horse use over hiking use and different from mountain bike wear. Again, final design should consider horse use, especially where grades exceed 3-5%.

<u>CONSEQUENCE OF NOT TAKING RECOMMENDED ACTION</u> We may need to withdraw our Utah Non-Motorized Trails Grant application.

<u>RECOMMENDATION</u> Revise Entry Corridor Master Plan to allow horseback riding use on the west side of U-224 and adopt the Parks, Recreation, and Beautification Advisory Board's recommendations for trail routing, priorities, and periodic review.

PARK CITY 1884

COUNCIL AGENDA REPORT

DATE: May 17, 1996
DEPARTMENT: Public Affairs
AUTHOR: Jennifer Harrington
TOPIC: 1996 Non-Motorized Trails Grant Application
TYPE OF ACTION: Authorize Grant Request

SUMMARY RECOMMENDATIONS: Authorize a grant request of $70,000 to the Utah Non-Motorized Trails Grant Program for the construction of a trail from The Farm to White Pine Canyon Road.

DESCRIPTION:

A. Topic Applications were due May 1st for Utah Non-Motorized Trails Grant funds. This is a 50-50 matching grant program that we have been successful receiving in past years. I submitted an application requesting $70,000 to construct Phase 3 of the Olympic Parkway trail from The Farm and underpass to White Pine Canyon Road. The estimated cost of this project is $229,570. This includes an 8' wide soft-surfaced trail just under a mile in length. Several sections would require drainage beneath the trail for seasonal runoff and wetland crossings are proposed via a 10' wide boardwalk. The trail way would be cleared and graded to a width of 15' to allow for cross country ski grooming equipment. The budget also allows for some control structures, signs, benches, revegetation, and wood pole fencing. The trail route is proposed to skirt the aspen trees along the upper trail alignment we have been studying over the past couple of years and as recommended in the above Parks, Recreation, and Beautification Advisory Board.

This trail is proposed for construction during the 1997 construction season. $50,000 is proposed to come from the City Capital Improvement Program, specifically the 1996-97 appropriation for Trails Master Plan Implementation. $20,000 would be contributed by community volunteers in the form of revegetation and labor donations. The remaining $90,000 is not yet identified. It could come from ISTEA Enhancement funds if they are re-authorized by Congress or from UDOT funds for Olympic transportation needs. This trail is proposed to connect to the Winter Sports Park. Our Transportation Department is working with UDOT to identify local transportation funding needs for the Olympics. This project is included on that list as an optional transportation route connecting venue sites with large remote parking facilities. It could accommodate a light duty people mover something like the truck drawn carts at Deer Valley.

I have contacted State Parks and they are comfortable with receiving the City Council authorization after the grant application deadline.

B. Background The first phase of this trail is currently under construction and extends from the

Park Avenue berm near Adolph's to Payday Drive and is funded with ISTEA Enhancements and PCMC funds (80-20 split). The second phase is scheduled for construction during 1997. It extends from Payday to The Farm and bicycle/pedestrian underpass. This phase would complete the Park City portion of the trail proposed to connect to the Winter Sports Park.

C. Analysis The Parks, Recreation, and Beautification Advisory Board considered a variety of optional routes, visited the site, visited other trails systems in the intermountain region, and solicited input from various potential user groups. Visual and environmental impacts and opportunities, the currently adopted Trails Master Plan and Entry Corridor Master Plan, desired trail and recreation uses and users, wetland impacts and interpretive opportunities, and potential trail user experience were identified and considered in an evaluation criteria matrix.

D. Department Review This trail conforms with the currently adopted Trails Master Plan that received extensive staff review during its development and adoption. This section was conceptually reviewed by the staff during the Entry Corridor Master Plan process.

ALTERNATIVES:

A. Approve the Request Authorize the current pending grant application.

B. Modify the Request Direct the staff to modify the current pending grant application.

C. Deny the Request Direct the staff to withdraw the current pending grant application.

D. Do Nothing This option may require us to withdraw our current pending grant application.

SIGNIFICANT IMPACTS This trail does cross wetlands in several locations. Extensive wetlands investigation work has been conducted on the site and various field trips with the US Army Corps of Engineers and Utah Wildlife Resources Department have considered various alternatives. This alignment is supported by those agencies. Much work has be done by federal agencies in recent years on trail impact through wetland sites. During the detailed design process, various construction techniques will be examined by the staff and reviewed with the Army Corps of Engineers to determine the most suitable and cost effective trail construction techniques for site specific conditions.

CONSEQUENCE OF NOT TAKING RECOMMENDED ACTION We may need to withdraw our current pending grant application.

RECOMMENDATION Authorize a grant request of $70,000 to the Utah Non-Motorized Trails Grant Program for the construction of a trail from The Farm to White Pine Canyon Road.