



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
May 19, 2016**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, May 19, 2016.

CLOSED SESSION

2:00 p.m. To Discuss Property and Litigation

WORK SESSION

3:35 p.m. – Council Questions and Comments

3:50 p.m. – Tentative 2016-2017 Budget Review – Fee Schedule and Operating Budget **PAGE 3**

4:50 p.m. – Main Street Downtown (Brew Pub) Plaza and Miners' Plaza Project Updates
PAGE 103

REGULAR MEETING

6:00 p.m.

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

1. Video Program Update **PAGE 119**
2. Affordable Housing Information **PAGE 121**

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

IV. CONSIDERATION OF MINUTES

1. Consideration of a Request to Approve the City Council Meeting Minutes from May 5, 2016, and May 9, 2016 **PAGE 123**

V. CONSENT AGENDA

1. Consideration of the Alice Claim, Located South of Intersection of King Road, Ridge Avenue and Sampson Avenue, Remand of Appeal of Conditional Use Permit Denial for Retaining Walls Over Six Feet in Height Back to the Planning Commission for Their Reconsideration **PAGE 139**

2. Request to Authorize an Agreement Between Park City Municipal Corporation and Snyderville Basin Water Reclamation District, for the Thaynes Canyon Subdivision Improvements Project in an Amount Not to Exceed \$328,856.30 **PAGE 143**

VI. NEW BUSINESS

1. Consideration of a Request to Approve a Youth City Council for Park City, Utah **PAGE 147**

2. Public Hearing to Receive Comment with Regard to the Fiscal Year 2016-2017 Tentative Budget **PAGE 160**

3. Request to Authorize the Mayor to Execute a Letter Formally Asking the Utah Congressional Delegation for Their Leadership in Advancing the "Central Wasatch National Conservation and Recreation Area Act," Federal Legislation Proposed by and a Key Component to the Mountain Accord Process **PAGE 161**

4. Consideration to Approve Level Three Special Event Permit - Wasatch Back Ragnar Relay to be Held Saturday, June 18, 2016 **PAGE 190**
(A) Public Hearing (B) Action

5. Request to Authorize the City Manager to Execute a Professional Services Agreement, in a Form Approved by the City Attorney, with Bowen Collins & Associates, Inc., for the Public Utilities Facility Engineering Services in an Amount Not to Exceed \$180,000 **PAGE 216**

6. Consideration of Ordinance 2016-21, an Ordinance Approving the Kimball on Main Plat Amendment Located at 638 Park Avenue, Park City, UT Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney **PAGE 231**
(A) Public Hearing (B) Action

7. Consideration of Ordinance 2016-22, an Ordinance Approving the 803 Norfolk Avenue Plat Amendment Located at 823 Norfolk Avenue, Park City, UT Pursuant to Findings of Fact, Conclusions of Law, and Conditions of Approval in a Form Approved by the City Attorney **PAGE 252**
(A) Public Hearing (B) Action

8. Request to Authorize the City Manager to Execute a Professional Service Agreement, in a Form Approved by the City Attorney, with Superfly Solutions LLC, for Project Management Services Related to the Design, Construction Management and Policy Administration Associated with Trail Related Projects in an Amount Not to Exceed \$25,000 **PAGE 270**

VII. 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



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

Staff recommends a number of changes to the fee schedule and current operating budget. Direction from City Council should be given on these recommendations so that the fee schedule and Budget can be adopted on June 16th.

Respectfully:

Kory Kersavage, Budget Analyst



City Council Staff Report

Subject: City Manager's Recommended Budget
Authors: Kory Kersavage & Jed Briggs
Department: Budget, Debt, & Grants
Date: May 19, 2016
Type of Item: Informational/Legislative

Executive Summary: Staff recommends a number of changes to the fee schedule and current operating budget. Direction from City Council should be given on these recommendations so that the fee schedule and Budget can be adopted on June 16th.

Background:

Acronyms

BFO – Budgeting for Outcomes

FY- Fiscal Year

CIP – Capital Improvement Plan

RDA – Redevelopment Authority

ACA - Affordable Care Act

FIAR - Financial Impact Assessment Report

URS – Utah Retirement System

LOS – Level of Service

Background:

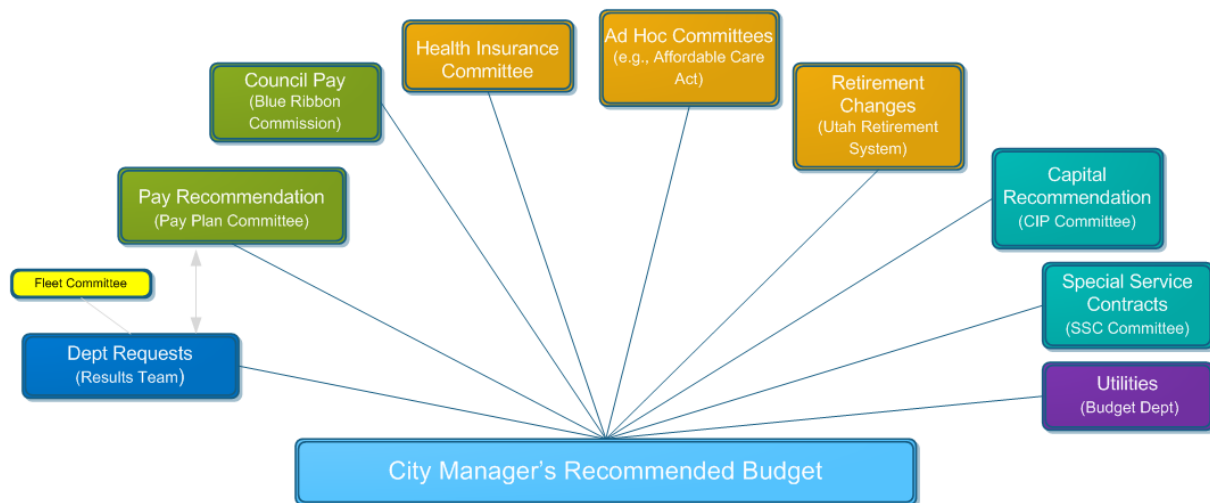
This budget season will be the first year of the budget biennium. Between now and June we will be working on adjusting the FY 2016 Budget as well as developing the FY 2017 Budget and FY 2018 Plan.

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. During a Council work session (Mar. 3), Council was presented with the Financial Impact Assessment Report (FIAR) projection of the City's expenditures and revenues over the next ten years. In essence, the FY17 budget has to fit within the confines of the FIAR's projected expenditure increases (based off of a 10-year historical analysis of an average annual increase of Park City's expenditures), approved by Council. The funding level recommendation has to account for what could be considered "inflationary" increases like Pay Plan, health insurance, and retirement as well as more discretionary increases such as departmental requests and CIP enhancement.

Below are the City's Long-Term Budget Strategies for crafting the City Manager's Recommended Budget:

1. Budget draws upon Council input from Council Retreat and FIAR projections as a guide

- Priority-driven operating budget based upon Council’s Critical and Top Priorities, goals, objectives, and desired outcomes
2. Two-year budget process with fewer budget requests coming in the “off-year” (This year, FY 17 is a “on-year” for the budget; the “off-year” is FY18 in this particular biennium budget)
 - Second-year budget requests that will be considered are ones that
 - i. will come with revenue offsets;
 - ii. are accompanied by expense reductions, or that;
 - iii. are required by law; or
 - iv. are necessitated by market/environment changes that happened since the last budget adoption (since the adoption of the FY15 budget, in this case)
 3. The budget proposal is initially developed by several budget committees made up of cross-departmental staff:
 - Committees include Results Team as well as CIP, Pay Plan, Benefit, and Fleet committees and any other ad hoc committees needed for unique circumstances
 - Results Team will make recommendations by considering BFO score, department manager’s request, established need, available resources, and performance measures
 4. All operating and capital budget requests should be considered during the budget process
 5. Any General Fund budget surplus should be used for capital projects



Utah State law requires that the City Manager present to Council a balanced budget at the first regularly scheduled Council meeting in May. A balanced budget is defined by Utah Code: —The total of the anticipated revenues shall equal the total of appropriated expenditures.¶ The proposed budget must be available for public inspection during normal business hours after it has been filed with the City Council. Per state code a

tentative budget must be submitted to city council on or before the first scheduled meeting in May. The council then adopts the tentative budget and then begins to make it its own by modifying and amending it. Between the first City Council meeting in May and the presentation of the Final Budget on June 16, the Council has the opportunity to review the proposed budget, consider public comment, and finally, adopt a balanced budget. Before June 22 the Council must adopt either a tentative budget if the certified tax rate is to be exceeded (tax increase) or a final budget and proposed tax rate (no tax increase). If there is a property tax increase, the Council holds an additional public hearing before adopting the budget in August.

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

ID	Task Name	Start / Ongoing	Finish	Duration	2016											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	Council Retreat	3/9/2016	3/11/2016	3d												
2	Results Team deliberation	2/17/2016	3/30/2016	31d												
3	Quarterly Goal Update (Q3.FY16)	4/1/2016	4/15/2016	11d												
4	Council Budget Hearings	5/6/2016	6/16/2016	30d												
5	Quarterly Goal Update (Q4.FY16)	7/1/2016	7/15/2016	11d												
6	Business Plan FY16 Update	7/1/2016	9/1/2016	45d												
7	Biennial Plan FY17 & 18 Revision	7/1/2016	9/1/2016	45d												
8	Quarterly Goal Update (Q1.FY17)	10/3/2016	10/17/2016	11d												
9	BFO Departmental Submission	11/24/2016	12/21/2016	20d												
10	Biennial Plan FY17-18 Off-year Update	12/16/2016	1/17/2017	23d												
11	Quarterly Goal Update (Q2.FY17)	1/2/2017	1/16/2017	11d												

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

[Mar 3](#) – FIAR presentation budget kickoff (Biennial Strategic Plans update).

May 2 - 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 5](#) – Presentation of the Tentative Budget, Budget Overview & Timeline, Update of Financial Impact Assessment Report (FIAR), and Benefits (pay plan & health insurance). Presentation and adoption of the Tentative Budget.

[May 12](#) – CIP & RDA Budgets

May 19 – Operating Expenditures - Biennial Plan Team Presentations, Fee Changes and Special Service Contracts.

June 2 – Personnel Policies and Procedures (P&P) Manual, City Fee Resolution, Council Compensation, Budget Policies, Outstanding Budget Issues, Adopt CEMP update by resolution, and transit model

June 16 – Presentation & Adoption of Final Budget (if no property tax increase – staff is not recommending a property tax increase), Adoption of Provisional Budget (if property tax will be increased)

Analysis:

Council's Goals

The four Council Goals represent what the leadership of Park City Municipal Corporation believes is most essential to focus its attention and resources in order to realize the Community Vision. The Goals are a key component of Park City's Strategic Plan, not only for Council but for residents and Park City staff as well. They provide a philosophical foundation for the Council in its role as a policymaking body. For residents, the Goals provide a detailed definition of success. For Park City staff, they provide guidance on how to manage finite resources in the face of nearly infinite expectations.

The Desired Outcomes are observable effects that visibly demonstrate success in each Goal area. They are the guideposts for making funding and planning decisions. Desired Outcomes are tied to the Budgeting for Outcomes process, which helps ensure that resources are allocated to the most effective efforts related to achieving the community's vision.

There are four goals that the City Council has set, which all city programs are tied to:

1. Preserving and Enhancing the Natural Environment
2. Thriving Mountain Community
3. A Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture
4. Engaged & Effective Government and Involved Citizenry

Council Priorities

In February of 2014 Council held a Retreat and established thirteen priorities. The idea was to bring high focus to issues the City needs to “get right” and to be able to see progress on these issues by highlighting them and continually discussing them. In December 2014, in an effort to bring increased attention to certain items, City Council reworked the thirteen identified priorities into three separate categories: two Critical Priorities, three Top Priorities, six High Priorities and dropped two from the list. ([Link](#)). In September 2015 Council then moved Carbon Reduction & Energy Conservation into the Critical Priorities. ([Link](#)). In March during the Council Retreat, Council simplified this list and combined the Top and High Priorities.

Critical Priorities

If we don't get these right, could have a significant negative impact on our community:

Housing: Middle Income, Attainable & Affordable Housing

Transportation: Congestion reduction; local & regional plans

Energy: Energy Conservation, Renewable Energy & Carbon Reduction, and Green Building Incentives

Top Priorities

City Council would like to see significant progress on these:

Affordability

Improve Multi-cultural Citizen Involvement

Clean Soils Plan

Historic Preservation

Lower Park Avenue Redevelopment Plan

Open Space Acquisition

Regional Collaboration

Water Conservation

The Council Priorities were developed after the adoption of the City's Strategic Plan. Since the Council Priorities have risen to a prominent level at the City, it makes sense to include them in the discussion of the City's Strategic Plan. Combining the Desired Outcomes with the Priorities helps to see Council's most pertinent and valued areas of focus.

Desired Outcomes/**Priorities** and Results Team Budget Recommendations:

Preserving and Enhancing the Natural Environment



Park City is proud that it is recognized as a model environmentally-conscious community. Residents develop, participate in and support initiatives to protect the long-term health of the natural environment and Park City policies and investments work in concert with these efforts. Carbon reduction, energy and water conservation programs and open space acquisition not only attract residents and visitors to Park City, but also advance community environmental goals and preserve the unique natural setting. Park City recognizes that careful planning to ensure a sustainable water supply that meets the City's current and future need is essential to our long-term viability.

Critical

- A Net Zero Carbon Government by 2022 and City by 2032/**Energy: Energy Conservation, Renewable Energy & Carbon Reduction, and Green Building Incentives**
 - **Environmental and Sustainability:** \$152k is recommended for environmental personnel and contract services in order to accomplish a Net Zero Carbon Government by 2022. \$75k will be added to the contract services line in order to pay for carbon footprinting support and an ecosystem services study.
- Enhanced conservation efforts for new and rehabilitated buildings

Essential

- Manage & Improve storm water systems to protect stream and groundwater quality
 - **Storm Water:** \$837k recommended for personnel and materials to undertake the Storm development and maintenance. Slightly more than \$100k of this increase is personnel and materials that are moving from the Water department. About \$250k of this increase is existing materials and supplies that are moving from the Street maintenance department. Approximately \$500k of this increase is new personnel and materials. Most of the personnel will have their job duties split out between Street Maintenance, Storm Water, and Water.
- Maintain & Provide High Quality & Sustainable Water Resources
 - **Water Operations:** \$368k is recommended for additional personnel and materials. Water is also re-allocating close to \$100k of their resources to the Storm Water department. The increase to the Water department is made up of materials, and personnel that have their job duties split out between Street Maintenance, Storm Water, and Water.

Top

- Economically and environmentally feasible soil disposal
- Optimize resource conservation & energy efficiency
- Abundant preserved and publicly-accessible open space

Thriving Mountain Community



The resort experience continues to exceed expectations. Park City is known as a premier resort destination because of its distinct and recognizable brand, a seamless network of multimodal transportation, and interconnected resorts. Visitors and residents feel safe throughout the community and find that Park City has struck a

unique balance between tourism and local quality of life. Tourism remains a chief driver of Park City's economy due to its accessibility, quality snow, and great summer weather. World-renowned recreational opportunities and an expansive trail network are the center of activity, complemented by multi-seasonal special events and unique, locally-owned businesses. Park City full and part-time residents recognize the exceptional benefits the economic base provides and the paramount importance of fostering and expanding the resort economy in harmony with community values.

Critical

- Accessibility during peak seasonal times/**Transportation: Congestion reduction; local & regional plans**
 - **Street Maintenance:** \$208k is recommended for additional personnel and materials due to increased demand for services. Street Maintenance will experience a net decrease, as

they are moving more personnel and materials to Storm Water, than they will be receiving in new materials and personnel. The new personnel that will be added to Street Maintenance will have their job duties split out between Street Maintenance, Storm Water, and Water.

- Well-utilized regional public transit/**Transportation: Congestion reduction; local & regional plans**
 - **Transportation Ops:** \$138k recommended for full-time Bus Drivers replacing part-time bus drivers. The plan for Transportation, going forward, is to be able to operate all of the transit routes entirely with full-time personnel during the summer, so that part-time personnel only has to be utilized during the winter. This should hopefully be achieved
 - **Transportation Planning:** \$288k recommended for implementation of the transportation demand management plan.
- Walkable and bike-able community/**Transportation: Congestion reduction; local & regional plans**
 - **Economy:** \$12k recommended for the reclass of the Trails and Open Space Manager. This will provide a higher level of service for Open space acquisition and trails.

Other Focus Areas

- Exceptional and world-class recreational opportunities, facilities, parks and programs
 - **Ice:** \$20k recommended for part-time personnel and materials in order to keep up the demand for Ice services. Ice has been attempting to operate at a high level of service with less than the necessary resources needed in order to do so. This increase should help them with achieving the level of service desired by Ice patrons.
 - **Recreation:** \$80k recommended for two Recreation Coordinators and materials for Tennis Inventory. There has been an increase in demand for recreation services, and the addition of the two recreation coordinators is an attempt to meet that demand. With the recreation coordinators will come an increase in recreation programming, and an increase in revenues associated with those programs that will help offset this increase.
 - **Golf:** \$57k recommended for part-time staff to maintain level of service at the golf course. This increase in budget will reflect what the Golf course actually spends in a fiscal year. The golf course profitability should not be reduced as a result of this budget increase.
- Balance between tourism and local quality of life
- Varied and extensive event offerings
- Unique and diverse local businesses
- World-class, Multi-seasonal resort destination

A Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture



Park City is a community where residents can live, work and play. In order to maintain Park City's appeal, PCMC invests in those areas that ensure our continued success. Through our planning and economic development efforts, we balance the historic character and small town atmosphere with the varying needs of our residents and visitors. A

mix of cultures, perspectives and lifestyles is welcomed and celebrated. There are diverse job opportunities that pay a living wage and enable full-time residents to live within a reasonable distance of their jobs. Part-time residents are welcomed, engaged and contribute to the community character. Preserving our unique history is vital to the longevity of the City's character and is at the forefront when key planning and economic development decisions are made. The impact of regional growth pressures have been

managed and mitigated by Park City's ongoing collaboration with local and regional stakeholders. These cooperative efforts result in innovative economic strategies, preservation of the natural setting, and partnerships that lead to prosperity throughout the region.

Critical

- Residents live and work locally/**Housing: Middle Income, Attainable & Affordable Housing**

Essential

- Safe Community
 - **Police:** \$152k recommended for a Sergeant and vehicle. The demand for police services have been increasing, and the addition of a Sergeant should help Police maintain their current level of service.
 - **Dispatch:** \$15k recommended for reclass of Dispatcher I to Dispatcher III. Dispatch has had trouble retaining Dispatchers, and this reclass is to provide Dispatch with a higher level of service, by being able to retain Dispatchers long term.
 - **Building:** \$130k recommended for a Code enforcement officer, \$30k in overtime budget, and a vehicle. The overtime is needed in order to keep pace with the increased demand for building inspections, by utilizing the current building inspectors to get the job done. The Code enforcement officer will be needed to meet MS4 requirements.

Top

- Community gathering spaces and places
 - **Library:** \$15k recommended for an Assistant Librarian to assist Library with the growth in library patrons since opening the new library. This new assistant will be providing help to the Community Engagement Librarian with the room rentals in the new library.
- Affordability and job opportunities
- Protected and celebrated history
- Physically and socially connected neighborhoods
- Diverse population (racially, socially, economically, geographically, etc.)

Other Focus Areas

- Vibrant arts and culture offerings

Engaged & Effective Government and Involved Citizenry



Park City Municipal Corporation has earned the trust of the community by engaging its citizens, being responsible stewards of tax dollars and providing uncompromising quality and customer service. This is enabled by a customer-centered organizational structure; a culture that embraces accountability and adapts to change; and

funding mechanisms and policies that support innovation. Investing in our people is essential to maintaining a high-performing and strategic-minded workforce. PCMC employees are equipped with the core skills that allow them to be self-managed, creative and flexible in anticipating and responding to community needs. Our investments are protected by ensuring that systems and infrastructure are maintained, making responsible and effective use of technology and being fiscally and legally sound.

Essential

- Fiscally and legally sound
 - **Finance:** \$30k recommended for one quarter of an Accounting Manager, to be on contract and assist the Finance department as they prepare for succession planning.
 - **City Attorney:** \$20k recommended for part-time personnel and materials. This is an increase in response to an increase in demand for legal services.
- Well-maintained assets and infrastructure
 - **Building Maintenance:** \$25k recommended for the maintenance of the new Library Boilers and elevator. There was an increase in the number of boilers with the library remodel, and the elevator that is in the library will need frequent maintenance.
 - **IT:** \$21k recommended for utility increases that IT is required to pay for. Some of the items this will go to pay for are storage for Police body cam videos, internet broadband, and Library Cisco network equipment expansion.

Top

- Engaged and informed citizenry with ease of access to desired information
 - **Community Affairs:** \$10k recommended for video production, in order to engage with a larger population within Park City. This will produce short 2-3 minute videos that deal with important topics within Park City.
- Strong working relationships with other regional governments

Other Focus Areas

- Streamlined and flexible operating processes
- Engaged, capable workforce

City Service Fees (changes to the Fee Schedule)

The following departments are making changes to the Fee Schedule:

- City Recreation
- Ice
- Building
- Library

City Recreation/Fields/Cemetery

The Recreation Department added additional fees for Pickleball. Pickleball passes will cost \$60 for one month, \$164 for three months and \$288 for six months. Additionally there are new fees for Pickleball lessons. As the sport has grown there are additional demands for Pickleball passes, clinics & lessons. The new fees enable the department to offer these services at the level of service that is being requested by patrons.

Ice

The Ice Arena's fee schedule is based on a philosophy to provide ice programs to the community at an affordable costs while recouping the cost of the program. In an effort to continue to lower our subsidy, the fee schedule has frequent small increases in order to account for the increase cost to provide service as well as to help recoup the overall cost of operating the facility. The proposed fee increases this year include a \$5 increase

for hourly ice rental as well as other increased fees for isolated products and services. Rates for public programs are not increasing this year (open skate, drop-in hockey, freestyle etc.). Registration fees for specific programs and camps will increase slightly due to increase cost of staffing and the program's calculated cost of ice.

Other fee increases include locker rentals and the visiting coach fee. New fees have been added for skate fitting (when skates are not purchased through the facility), and for use of the skate oven which is used to heat and mold skates. A 10% late fee has also been added to the schedule and will be applied to all punch cards that have a balance after one week of enrollment. The birthday party packages increased to absorb the cost of adding a logo t-shirt for the birthday person. All of the other changes in the schedule are to include existing fees that were not previously outlined in the schedules, or to add new fees for punch cards, based on existing rate for single admission. The proposed fee schedule also offers punch cards for non-residents with a consistent savings of \$.50 per session, based on the single admission of a non-resident.

Building

On [April 28](#) Building presented the fee changes in this section to City Council. Due to increased building permit volume, project complexity, and high expectations of service responsiveness to customers, adjusting the building permit multiplier and fees will serve to offset costs of staff time and expenses for additional plan review and inspection overtime work during high demand times, and increased code enforcement efforts and expenses associated with construction activities and new MS4 mandates.

According to municipal code section 11-12-2, Building Permit Fees are calculated by using the ICC BVD table to calculate the value of construction, which is an average cost per square foot of construction and adjusted annually administratively for cost inflation. Although this fee structure is a reasonable and acceptable practice, the building permit fees in Park City vary greatly in their costs and complexities. The time involved for plan reviewers and inspectors to adequately evaluate and inspect complex building systems associated with higher cost per square foot projects is not equitably captured in the collected fees using the current fee structure. Contrarily, low cost per square foot and simpler construction types may be paying higher fees than they would if utilizing the proposed actual valuation. The complexity or simplicity of the building structures and systems is more accurately reflected in the fee amounts if the actual valuations of the work were utilized in the fee calculations in lieu of the fee table. Staff recommends amending the Building Permit Fees section of the code, 11-12-2, to reference the Building Official's authority to set the valuations in accordance with the International Building Code. The proposed amendment to the municipal code is as follows:

11-12-2 Building Permit Fees

A fee for each building permit, electrical permit, plumbing permit, mechanical permit, and fire permit shall be paid to the City in such amount as shall be established from time to time by resolution duly enacted by the governing body.

The determination of value or valuation under any of the provisions of the International Building Code as

adopted by the City Council, shall be made by the Building Official ~~on the basis of the ICC~~, subject to the approval of the City Manager.

The fee multiplier is a factor that is intended to be adjusted as fee revenues ebb and flow. Per state case law, local municipalities cannot generate surplus revenues from building permit fees. Building fees must be tied to the cost of administering the building permits program. Although the Building Department is not an enterprise fund, nor is it recommended to be so because of the fee revenue volatility associated with changing market conditions, it is important the Council consider maintaining a balance between building permit activity demands on the staff and associated revenues. The recommendation is to increase the multiplier from 0.75% to 0.8%.

Staff recommends increasing the fire fees as following:

- Increasing Open Burning fee from \$15.00 to \$50.00. Open burning requires a site plan submitted to understand the location of the device used on the property, meet planning requirements, and meet the separations required by the fire code. This process takes approximately one half hour of office time processing the submittal and about one half hour to do the inspection.
- Increasing Candles and Open Flames in Assembly Areas fee from \$10.00 to \$50.00. Candles and open flame process takes approximately one half hour of office time processing the submittal and about one half hour to do the inspection.
- Increasing Compressed Gas fee from \$15.00 to \$30.00. Compressed gas approval requires a floor plan submitted showing location of the containers in the structure and a method of securing the containers to the structure. This effort takes 15 minutes review and 30 minutes to do the inspection.
- Deleting Excavations Near Flammable or Combustible Liquid Pipelines fee as this practice is not exercised and this type of permit is not actively applied for or issued.
- Increasing the Fireworks (Displays) fee from \$120.00 to \$150.00. Fireworks displays take approximately an hour office time to review the site plan and issue the permit. The inspection is always done after hours at night, and overtime is paid to the inspector for a total of three to four hours of staff time.
- Increasing the operational Places of Assembly fee from \$15.00 to \$50.00. Maintaining proper occupancy loads in assembly locations either permanent or associated with special events takes approximately one half hour of office time processing the submittal and about one half hour to do the inspection

Currently, the minimum set fee required for a sub permit (electrical, mechanical or plumbing) is \$23.74. The total cost incurred by the city to provide the service related to these permits types is \$64.78. The costs are calculated as follows.

- \$8.53 Administration*

- **\$56.25 Inspections***

*This cost shall include hourly wages and fringe benefits of the employees involved. Administrative Cost for Permit Tech is \$34.12 per hour, 12 min per permit to issue and close. Cost for Inspectors is \$75.00 per hour, 45 min per inspection to pull files, travel time, complete inspection and input results.

This cost assumes that staff provides only one inspection per permit. If additional inspections are required, the cost of providing services is even greater. Staff is recommending the new fee is amended to reflect a new minimum fee of \$50.00 for sub permits.

Staff recommends increasing the Re-inspection fee from \$75.00 to \$150.00. The purpose of the fee is to cover staff costs to re-inspect work that was incomplete and not ready for inspection. Inspections take an average of two hours of time plus administrative processing time.

Library

The Park City Library is suggesting minor changes to the Room Reservation fee scale, taking into consideration market pricing and community feedback. The combination of Groups 2 & 3 will better serve community needs based on feedback from numerous renters since the opening of the new building.

Combined categories: Group 2 - those that are open to the public participation but charge a fee for participation such as fundraisers, conferences, and events is proposed to be combined with Group 3 - those that are closed to the public such as private receptions, conferences or parties, and /or which may promote or solicit business, sponsorship, membership, or donations. Currently we have two policies; one for the first and third floor, and another for the second floor. Having two different policies and having fees in two different areas has been confusing to renters and Library staff. Combining the two fee scales and policies is being done for simplicity and for a smoother rental process.

The thinking behind this comes from the fact that the demand for private events (Group 3) overshadowed the need for events that are open to the public and charge fees (Group 2). The library heard repeatedly that the costs for holding events for community groups had a price that was too steep. On the flip side, we experienced many companies holding initial free consultation meetings in an attempt to gain monetary rewards in follow-up transactions with participants, such as seniors learning about a health care option that later, during private consultations, cost money.

As a result, we separated these two, moving the later-types of businesses to the higher-fee category, which also included fees for after-hours rentals. Group 1 was expanded to include community organizations that have minimal funding and do a service to the community, but often require a closed meeting space. We included support groups, government institutions and HOAs in Group 1. We requested that the Community Room cost be set at a \$0 for a Group 1 rental, which aligns this space with the rest of Group 1.

Initially there was a charge of \$25/hr after the first two hours; community groups were unable to afford this for their larger meetings and the library is one of the only spaces for them to affordably utilize. The original intention may have been to charge this fee for the nicer area that is the community room, but the Santy Auditorium, which is significantly larger, did not include this fee for Group 1.

The non-cleaning fine has been added because this has been a communication barrier for us. Adding this to the fee scale will be visible to renters and we are hoping that this brings cleaning into the planning process and not as an afterthought. We worked with Mike Lennon to create the fee in a manner that would cover his staffing needs when we need to bring them in. This fee is considered a fine because renters are responsible for leaving rooms as it was left for them and only implemented if the room is not left clean.

The Entry Hall and Entry Hall Patio are proposed to no longer be available for any rentals during Library hours. The Entry Hall and Entry Hall Patio is very popular with library patrons and coffee house users. It is a vibrant community space during all library hours and we suggest only renting after library hours.

Technology fees for the Santy Auditorium have been adjusted to represent the actual cost for this service to be provided, and are now reflected in the new fee scale, with the suggestion of removing the \$100 in-house technology fee charge. The in-house technology is operated by the renter after they have attended a technology training prior to their event; this is particularly important to successful community events in the Auditorium. Due to the fact that the renter runs the technology from the accessible controls, there does not seem to be a need for a technology fee.

Continuing Budget Item:

Storm Water Utility Fee & 5 Year CIP

On May 12, Council, Budget and Public Utilities staff discussed the proposed storm water utility fee. After discussion, Council indicated they would prefer a lower initial storm water service fee, by offsetting a portion of the storm water capital costs in the first several years with revenue from the Additional Resort Communities Sales Tax. Staff has made adjustments to the Storm Water Financial Model and would like Council to confirm the changes prior to the adjustment of the budget and recommended Storm Water Service Fee adoption.

Staff is recommending an initial fee of \$3.75 in FY 2017. The fee would then increase gradually over five years to reach \$5.90 in FY 2021. The fee would then return to the original recommended storm water fee in year six (FY 2022) of \$6.61, which would cover operating and capital costs. This plan would require \$3,252,000 in Additional Resort Communities Sales Tax for storm water capital between 2016 and 2020. This would bring the total Additional Resort Communities Sales Tax used on storm water projects to \$5,078,530 since the City began collection of the additional sales tax in 2014.

Staff is presenting the recommended budget and project scope for the Main Street projects (including the Brew Pub and Miner's Plazas) with Council on May 19. Staff will return to Council on June 2, with an overview showing related changes to the Additional Resort Communities Sales Tax 10 Year Plan, including recommendations related to Main Street projects, OTIS and the Storm Water Utility plan.

Department Review:

This report has been reviewed by the Budget, Legal, and City Manager departments.

Alternatives:

A. City Council should do the following:

1. **Give Direction to Staff regarding the Park City Fee Schedule by resolution**
2. **Give Direction to Staff regarding Desired Changes to the Budget to be made before Final Adoption**

B. Continue the Item: The Final Budget needs to be adopted on June 16. Any direction on changes to be made to the budget needs to be given by June 16, so that the budget can be adopted per State code.

C. Do Nothing: Same as alternative B

D. Modify: Council could give staff direction to modify the Fee Schedule or the City Manager Recommended Budget.

E. Deny: The recommendations and revisions will not go into effect and may result in noncompliance with federal and/or state regulations.

Significant Impacts:

Recommendation:

Attachments:

A – Excerpts showing changes to Fee Schedule

B – Biennial Strategic Plans

PARK CITY FEE SCHEDULE

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	<u>Historic Review *</u>	
	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	<u>Land Management Code Review *</u>	\$2,000.00 per application
1.1.9	<u>General Plan Amendment *</u>	\$2,000.00 per application
1.1.10	<u>Sign Review</u>	
	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	<u>Annexation *</u>	\$5,850.00
	Annexation Fiscal Impact Analysis	\$1,550.00
	<i>plus actual cost of City approved consultant fee</i>	
	Modification to Annexation Agreement	\$4,150.00
1.1.12	<u>Appeals Fees *</u>	
	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	<u>Refund of Withdrawn Planning Applications</u>	
	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	<u>Reactivation Fee</u>	
	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	<u>Attorney or Other Professional Services</u>	
	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 $\frac{3}{4}$ of 1% (.75%) 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 \$1,300.00 500.00	\$50.00 23.50
\$1,301.00 500.00 to \$2000.00	\$50.00 23.50 for the first \$1,300.00 500.00 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 \$1,300.00 500.00	\$50.00 23.50
\$1,301.00 500.00 to \$2000.00	\$50.00 23.50 for the first \$1,300.00 500.00 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 \$1,300.00 500.00	\$50.00 23.50
\$1,301.00 500.00 to \$2000.00	\$50.00 23.50 for the first \$1,300.00 500.00 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 10.00
Candles and Open Flames in Assembly Area	\$50 15.00
Compressed Gas	\$30 15.00
Excavations Near Flammable or Combustible	
Liquid Pipelines	\$15.00
Explosives or Blasting Agents	\$150.00
Fireworks (Displays)	\$150 120.00
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 15.00
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 \$1,300.00 500.00	\$50.00 23.50
\$1,301.00 500.00 to \$2000.00	\$50.00 23.50 for the first \$1,300.00 500.00 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 \$1,300.00 500.00	\$50.00 23.50
\$1,301.00 500.00 to \$2000.00	\$50.00 23.50 for the first \$1,300.00 500.00 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 $\frac{3}{4}$ of 1% (.75%) 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 75.00 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. WATER 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 (For all water billed on or after July 1, 2015).

<u>Individually Metered Residential (single-family, condo, townhouse)</u>		
<u>Meter size</u>	<u>Monthly Base/ Demand Charge</u>	<u>Meter Price</u>
5/8 x 3/4"	\$44.07	\$699.13
1"	\$59.49	\$806.53
1-1/2"	\$70.55	\$1143.18

Other than Individually metered Residential (Multi-Family, Commercial, Irrigation)

<u>Meter Size</u>	<u>Monthly Base/ Demand Charge</u>	<u>Meter Price</u>
3/4"	\$57.29	\$699.13
1"	\$96.94	\$803.53
1 – 1/2"	\$207.08	\$1143.18
2"	\$431.84	\$2022.05
3"	\$1123.75	\$2392.10
4"	\$2040.32	\$4168.33
6"	\$3846.10	\$6485.09
8"	\$6623.31	\$9740.19
Construction Meter	\$256.11	
Indigent Rate*	\$3.49	

*Indigent Rate includes 10,000 gallons. Water consumption greater than 10,000 gallons is charged per the normal block structure presented in paragraph 2.2.3.

2.2.2 Water Consumption Rates. All water delivered through each meter, excepting commercial meters, between November 1 and May 31 of each year shall be charged at the rate of \$7.72 per thousand gallons. All water delivered through commercial meters shall be charged per Paragraph 2.2.3 year-round.

2.2.3 Water Conservation Rates (For all water billed on or after July 1, 2015). All water delivered through each meter serving single family residential, multi-family residential, commercial and landscape irrigation customers per month between June 1 and October 31 of each year shall be billed at the following rates:

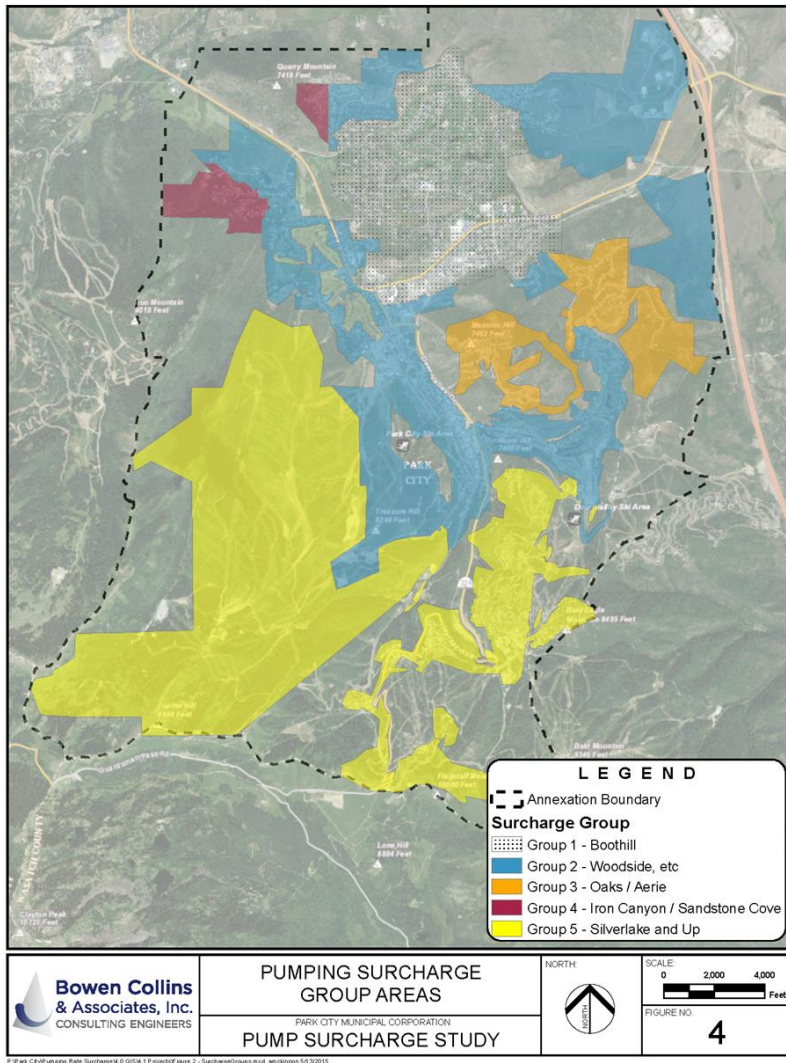
Type	Block 1 \$5.49 per 1,000 gals	Block 2 \$8.80 per 1,000 gals	Block 3 \$14.30 per 1,000 gals	Block 4 \$22.03 per 1,000 gals
Single Family	0-5,000	5,001 - 30,000	30,001 - 80,000	Over 80,000
Multi-Family				
3/4"	0-10,000	10,001-36,000	36,001-80,000	Over 80,000
1"	0-17,000	17,001-57,000	57,001-120,000	Over 120,000
1.5"	0-30,000	30,001-100,000	100,001-200,000	Over 200,000
2"	0-48,000	48,001-160,000	160,001-320,000	Over 320,000
3"	0-96,000	96,001-320,000	320,001-640,000	Over 640,000
4"	0-150,000	150,001-500,000	500,001-1,000,000	Over 1,000,000
6"	0-180,000	180,001-600,000	600,001-1,200,000	Over 1,200,000
Irrigation				
3/4"		0-56,000	Over 56,000	
1"		0-90,000	Over 90,000	
1.5"		0-185,000	Over 185,000	
2"		0-300,000	Over 300,000	
3"		0-600,000	Over 600,000	
4"		0-935,000	Over 935,000	
6"		0-1,865,000	Over 1,865,000	
Commercial Year round		\$7.72 per 1,000 gals	\$11.95 per 1,000 gals	
3/4"		0-150,000	Over 150,000	
1"		0-300,000	Over 300,000	

1.5"		0-500,000	Over 500,000	
2"		0-750,000	Over 750,000	
3"		0-1,200,000	Over 1,200,000	
4"		0-1,700,000	Over 1,700,000	
6"		0-1,700,000	Over 1,700,000	
All users except construction between November & May	\$7.72 per thousand gals			
Construction Water	\$256.11 Monthly Base Chg.	\$10.15 thousand gals.		

PUMPING SURCHARGE FEE

For all water billed on or after July 1, 2015

Surcharge Group No.	Surcharge Group	Pressure Zone Numbers Included in Group	Cost (\$/kgal)
1	Boothill	29	\$0.00
2	Woodside, etc	8,10,17,18,19,20,21,22,	\$0.52
		23,24,25,26,27,42,48,49,30,32	
3	Oaks / Aerie	11,12,13,14,15,16	\$1.17
4	Iron Canyon / Sandstone Cove	28,31	\$1.55
5	Silver Lake and Up	1,37,2,3,4,5,6,7,	\$2.25
		34,38,39,40,41	



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

2.5 WATER METER TESTING FEE \$100.00 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
Metro Radio	\$200.00

2.9 RENTER DEPOSIT \$50.00

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

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

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
Office, Service, Other	\$0.21	Per Sq. Ft.	\$0.01	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Ware-house	\$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	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

4.2.1. Type 1 Convention Sales and Hospitality Licenses \$149.00

A fee of \$149.00 will be charged for each additional vendor or business listed on an umbrella application

4.2.2 Type 2 Convention Sales and Hospitality Licenses \$372.00

(effective during the Sundance Film Festival). A fee of \$372.00 will be charged for each vendor or business on an umbrella application.

~~**4.25 Street Musicians \$5.00 per day for no more than 10 days**~~

4.3 Beer and Liquor Licensing Fee. \$100.00 per license

4.4 Solicitors Licensing Fee. \$75.00 annually for each person licensed as a solicitor, except that any business which has already paid its solicitation fee of \$75.00 shall pay \$10.00 annually for every additional solicitor.

4.5 Outdoor Sales

\$5.00 In addition to the regularly issued business license for that business.

\$4.00 In addition to the regularly issued business license for that business if business is a member of merchant's association organizing the outdoor sale.

\$50.00 Seasonal plants, Christmas trees or landscaping materials for a maximum period of 8 weeks per year.

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.

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.

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 pay-and-display meter system.

Second thru Fifth (2nd - 5th) violation per registered owner(s):
\$20.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$40.00 after 14 days;
\$60.00 after 30 days;
\$80.00 after 60 days

More than five (>5) violations per registered owner(s):
\$40.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$60.00 after 14 days
\$80.00 after 30 days
\$100.00 after 60 days

7.2 Fines for mobility disabled space violations are as follows:

\$150.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$170.00 after 14 days;
\$190.00 after 30 days;
\$210.00 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 after 14 days;
\$190.00 after 30 days;
\$210.00 after 60 days

B. Fines for all other special event parking violations. \$75.00 from the date of the violation until fourteen (14) days following the violation.

\$95.00 after 14 days;
\$115.00 after 30 days;
\$135.00 after 60 days

7.4 FINES FOR TIME LIMIT PARKING VIOLATIONS are as follows: \$20.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$50.00 after 14 days;
\$70.00 after 30 days;
\$90.00 after 60 days

More than five (>5) violations in the previous three years per registered owner(s):
\$40.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$60.00 after 14 days;
\$80.00 after 30 days;
\$100.00 after 60 days;

7.5 Fines for all other parking violations are as follows:

\$30.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$50.00 after 14 days;
\$70.00 after 30 days;
\$90.00 after 60 days

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

\$50 from the date of violation until fourteen (14) days following the violation, escalating to:

\$70.00 after 14 days;
\$90.00 after 30 days;
\$110.00 after 60 days;

7.6 Parking Permits.

China Bridge Parking Permits – Employee Permit: A parking permit is available to Main Street employees for the China Bridge Parking for covered areas. The permit is not valid after 6:00 p.m. on both Friday and Saturday or during major events. Alternative parking areas may be provided for these events. The cost is \$150.00 annually, \$100.00 if purchased after April 1st of each calendar year. A replacement permit can be purchased for \$100.00 subject to approval by the Parking Manager. Verification of employment at a Main Street business is required to purchase this permit.

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 \$300.00 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 \$50.00 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 Meter rates are as follows:

For Main Street and the Brew Pub lot: \$1.50 per hour up to a three hour limit. Metered parked hours are 11:00 a.m. -11:00 p.m. daily. Minimum purchase is 20 minutes with coin, parking card, and tokens. No less than one hour can be purchased with a credit card. For event rates, see Section 7.7.

7.12 In-car meter devices:

Free with purchase of \$50.00 or more of prepaid parking time. In-car meter and prepaid card parking time is available to residents at a 46.67% discount equivalent to \$0.80 per hour.

7.13 Tokens are available for sale as follows:

Up to 50 tokens:	\$0.50 each
50-299 tokens:	\$0.40 each (20% discount)
300 or more tokens:	\$0.35 each (35% discount)

Large purchases subject to Parking Manager approval and are limited to Main Street business license holders.

7.14 Meter payment by cell phone:

Users sign up for a free account. Meter rates in Section 7.11 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 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	\$70.00	\$90.00
Senior & Military 10 Punch	\$60.00	\$70.00
Child Care 10 Punch (10 hrs.)	\$35.00	

<u>Tennis & Pickleball Court Charges</u>	<u>Hourly Court Fees</u>	
	Indoor	Outdoor
Resident rate	\$26.00	\$10.00
Visitor rate	\$36.00	\$12.00

Pickleball Passes

1 month	\$60
3 month	\$164
6 month	\$288

Lesson / Clinic:

Private Lesson 1 Hour	\$64
Add't Player	\$4
½ hour Private	\$40
Add't player	\$4
Clinic	\$12 per player (min of 4 players)

Other Tennis Fees

Private Lesson 1 hour	\$74.00
Private Lesson 1/2 hour	\$40.00
Semi Private Lesson 1 hour (Per person)	\$39.00
Group of 3 (Per person)	\$28.00
Group of 4 (Per person)	\$22.00
Clinic drop-in fee 1.5 hours	\$26.00
Clinic drop-in fee 2 hours	\$34.00
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
Adult	\$7.00	\$10.00
Senior 70+ & Military	\$6.00	\$7.00
Fitness Classes	\$9.00	\$12.00
Senior/Military Fitness Classes	\$8.00	\$9.00

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

Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$40.00	\$20.00	\$60.00
3 Month	\$110.00	\$50.00	\$160.00
6 Month	\$192.00	\$80.00	\$272.00
12 Month	\$345.00	\$144.00	\$489.00

Senior 70+ & Military Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$36.00	\$20.00	\$56.00
3 Month	\$99.00	\$50.00	\$149.00
6 Month	\$173.00	\$80.00	\$253.00
12 Month	\$310.00	\$144.00	\$454.00

Couple Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$72.00	\$35.00	\$107.00
3 Month	\$216.00	\$90.00	\$306.00
6 Month	\$328.00	\$144.00	\$472.00
12 Month	\$590.00	\$260.00	\$850.00

Senior 70+ & Military Couple Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$65.00	\$35.00	\$100.00
3 Month	\$194.00	\$90.00	\$284.00

6 Month	\$295.00	\$144.00	\$439.00
12 Month	\$531.00	\$260.00	\$791.00

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) \$35.00 (non-profit)	\$125.00 (for profit) \$75.00 (non-profit)	

Other Fees

Visitor 10 Punch Card	\$ 90.00
1 Month Visitor Pass	\$ 90.00
Child Care Per Hr.	\$ 4.00
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
Junior Pass	\$425.00
Jr./Sr. Punch Pass	\$300.00
Corporate Pass	\$3,000.00
Resident 18 Hole	\$34.00
Resident 18 Hole with Cart	\$49.00
Non-Resident 18 Hole	\$47.00
Non-Resident 18 Hole with Cart	\$62.00

Resident 9 Hole	\$17.00
Resident 9 Hole with Cart	\$24.50
Non-Resident 9 Hole	\$23.50
Non-Resident 9 Hole with Cart	\$31.00
Resident Off-Season 18 Hole	\$26.00
Non-Resident Off-Season 18 Hole	\$30.00
Small Range Bucket	\$4.00
Large Range Bucket	\$8.00

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. The Library also charges fines for materials that are overdue.

Non-Resident Card Fees

Family membership	\$40.00 per year
Temporary membership (90 days)	\$20.00 plus
Students residing in Summit County (ages 5-18)	Free
Organization card - non-profit	\$45.00 per year
Organization card - for-profit	\$55.00 per year
Interlibrary Loans	\$1.00 charge per item

Late Fees

<u>Items</u>	<u>Fines</u>
Books, Audio Books, Maps, and Music CDs	\$0.10/day (\$5 Max)
Video and DVDs	\$0.10/day (\$5 Max)
Rapid Readers	\$1.00/day (\$10 Max)
Audiovisual Equipment	\$10.00/day
Lost or Damaged Items	Replacement cost plus a \$5.00 processing fee

Outstanding fines may be waived at the discretion of the Library Director in exchange for food, as specified in the adopted "Food for Fines" Policy (Approved 4/9/2014 Park City Library Board)

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 Fees</u>	<u>Eligible Non-Resident Fees</u>
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	\$480.00
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	\$ 50.00	\$ 85.00
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 Basement	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 ~~& GATHERING~~ ROOM RENTAL RATES

Park City Library ~~Facilities and Gathering~~ Rooms are located at 1255 Park Avenue. The rates for the spaces are as follows.

~~Second Floor Rooms: Library Facility Use and Rental~~

Group 1: Activities which are free ~~and~~, open to the public ~~during library hours, and educational/informational~~. 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 participation such as fundraisers, conferences or events. entry or activities which are closed to the public.

~~Group 3: Activities which are closed to the public such as private receptions, conferences or parties, and/or which may promote or solicit business, sponsorship, membership or donations.~~

Group 3-4: 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

~~First and Third Floor Rooms: Gathering Room Use and Rental~~

~~Group 1: Activities which are free, open to the public, and educational/informational.~~

~~Group 2: Activities which are open for public participation but charge a fee for participation such as fundraisers, conferences or events.~~

~~Group 3: Activities which are closed to the public such as private receptions, conferences or parties, and/or which may promote or solicit business, sponsorship, membership or donations.~~

~~Group 4: Activities which are outside of Library operating hours.~~

Location	Room	Occ.	Group 1	Group 2	Group 3	Group 3-4	Non-Cleaning Fine
Library 1 st Floor	Entry Hall	43	\$150/Hour Unavailable	\$150/Hour Unavailable	\$300/Hour	\$300/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Entry Hall Patio	90	\$200/Hour Unavailable	\$200/Hour Unavailable	\$400/Hour	\$400/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Public Meeting Room 101	34	Free	\$25/Hour	\$50/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	Study Rooms 1 - 8	3 - 6	Free	Unavailable	Unavailable	Unavailable Free (Unavailable outside library hours)	\$20/hour, \$40 minimum
Library 2 nd Floor	Meeting Room 201	34	Free	\$25/Hour	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum

Library 2 nd Floor	North Conference Room	12	Free	\$20/Hour	\$20/Hour	\$40/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	South Conference Room	12	Free	\$20/Hour	\$20/Hour	Unavailable	\$20/hour, \$40 minimum
Library 3 rd Floor	Public Meeting Room 301	34	Free	\$25/Hour	\$50/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Jim Santy Auditorium	516	Free	\$95/Hour	\$200/Hour	\$200/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Community Room	85	Free for two (2) hours, \$25/Hour	\$75/Hour	\$150/Hour	\$150/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Kitchen	10	Free	\$30	\$40	\$40	\$20/hour, \$40 minimum

Santy Technology:

1. In-house Projection & PA System rental per event: Free with training prior to rental.
~~\$100.00~~
2. Projection booth rental per event: \$500 (\$250 for Non-Profits), pre-approved independent projectionist is required and is paid directly. For a list of pre-approved projectionists, please contact the library.

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 Facility Room Use and Rental Policy*. ~~as well as the Gathering 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
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<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 and Military

Public Skate – 5 years & under	Free	Free
Public skate – youth	\$6.00	\$10.00
Public skate – adult	\$6.50	\$10.50
Cheap Skate (includes skate rental)	\$6.00	\$9.50
Group Rates (20+) includes admissions & skates	\$7.00	\$11.00
School Rate – includes skate rental	\$6.00	N/A
Skate rental	\$3.50	\$3.50
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
Drop-in Hockey – Goalie	\$5.00*	\$5.00*

*Goalies may play for free if they do not wish to pre-pay and if space is available

Drop-in Speed Skating – youth	\$8.00	\$12.00
Drop-in Speed Skating – adult	\$10.50	\$14.00

Freestyle-Youth	\$8.00	\$12.00
Freestyle-Adult	\$10.50	\$14.00

Drop-in Curling	\$12.50	\$16.00
Drop-in Broomball	\$10.50	\$14.00
Broomball Rental	\$3.50	\$3.50
Drop-in Skating Class	\$15.00	\$18.00

Off-ice Conditioning	\$11.50	\$14.00
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Visiting Coach Fee	\$16.00	\$16.00
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10 Session Punch Cards are available for Public Skate, Drop-in Hockey and Freestyle. Cards ~~will be sold to locals only~~ are available for - \$0.50 off each session or \$5.00 off in total. Punch card fee is based on resident and non-resident status. No discount on Skate Sharpening or Coffee Club punch cards. 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.

Admission Passes (10 admissions)

Public Skate – youth	\$55.00	N/A\$95.00
Public Skate – adult	\$60.00	N/A\$100.00
Drop-in Hockey - youth	\$75.00	N/A\$115.00

Drop-in Hockey – adult	\$100 95.00	N/A \$135.00
Drop-in Hockey – goalie	\$50.00	\$50.00 (no
additional discount)		
Coached Drop-in Hockey – youth	\$95.00	N/A \$125.00
Coached Drop-in Hockey – adult	\$120.00	N/A \$155.00
Coffee Club Drop-in Hockey	\$50.00	\$50.00
Freestyle – youth	\$75 0.00	N/A \$115.00
Freestyle – adult	\$100 95.00	N/A \$135.00
Drop-in Speed Skating – youth	\$75.00	N/A \$115.00
Drop-in Speed Skating – adult	\$100.00	N/A \$135.00
Off-ice conditioning – 10 punch	\$110.00	N/A \$110.00
Drop-in Curling	\$120.00	\$155.00
Skate Rental	\$30.00	\$30.00
Skate Sharpening (Hockey- Overnight)	\$55.00	\$55.00
Skate Sharpening (Figure Skating- Overnight)	\$75.00	\$75.00
Skate Sharpening (Goalie- Overnight)	\$65.00	\$65.00

Internet Admissions Fees (discounted \$1.00 for registering on-line). Not all programs are available for pre-purchase online. Purchases need to be completed by 9:00 p.m. the day prior to the scheduled program. Sessions become available for purchase around the 15th of the month for the following month. Goalie fees are not discounted for pre-purchase online.

Drop-in Hockey - adult	\$9.50
Freestyle - youth	\$7.00
Off-Ice	\$10.50
Additional discount not provided on goalie punch card for sales online.	

Hourly Ice

User Groups*/Employees	\$200 195.00
Locals / Businesses	\$215 0.00
For-profit	\$290 85.00

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.

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

Figure Skating Season Passes

Platinum (FS, S&C, PS, Sharpens)	\$4, 53 00.00
Gold (FS, Ballet, S&C)	\$4, 41 50.00
Silver (FS)	\$3, 41 00.00
Bronze (Public Skate)	
Family (4)*	\$550.00
Additional Family Member	\$50.00 per person
Adult	\$260.00
Youth (6-17 year olds/Senior +55 years)	\$190.00

Birthday Parties

Basic Package	\$165 150.00
Super Star Birthday Package	\$265.00

Equipment (per hour)

Broomball	\$35.00
Curling	\$25.00/hour/lane
Hockey (non-program rental)	\$10.00/week
Dividers	\$25.00

Cleaning Fee

Rentals 1-50 people	\$25/hour
Rentals 51-100 people	\$50/hour
Rentals 101+ people	\$100/hour

Skate Services

Punch cards available for overnight services only. Pre-payment is required for all skate sharpening, the punch card is product of convenience.

Hockey Skate Sharpening	
24 Hours	\$5.50
Immediate Same Day (up to 24 hours)	\$8.50
Punch Card (10 punch)	\$55.00
Goalie Skate Sharpening	
24 Hours	\$6.50
Immediate Same Day (up to 24 hours)	\$9.50
Punch Card (10 punch)	\$65.00
Figure Skate Sharpening	
24 Hours	\$7.50
Immediate Same Day (up to 24 hours)	\$10.50
Punch Card (10 punch)	\$75.00
Competitive Figure Skate Sharpening	
24 Hours	\$10.50
Immediate Same Day (up to 24 hours)	\$13.50
Punch Card (10 Punch)	\$110.00
Custom Radius	\$20.00
Figure Skate Sealing	\$30.00
Rivets Replacements	\$2.00 (ea.)
Blade Holder Replacements	Varies with skate and blade type
Figure Skate Blade Mounting (per pair)	\$25.00
Heat/Oven	\$10.00
Skate Fitting (without purchase)	\$20.00

Room Rental

Multi-purpose Rooms	\$40.00/hr. (per room)
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User Groups can use the Party Room for 24 hours at no cost, but rooms must be booked in advance.

Locker Rental (Annual Fee)

	<u>First Floor</u>	<u>Second Floor</u>
Regular Locker	\$180 75.00	\$130 25.00
Large Locker	\$210 5.00	\$160 55.00

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	\$800.00-\$1,600.00 (depending on location)
In Ice Ads \$25/sq. foot	\$2,000.00
Speed Skating Pad Pockets	\$150.00
Wall Banners	\$2,500.00
Glass Decals	\$400.00
Program Sponsorship	Varies by program
Information Screen	\$150.00 (per month)
Scoreboard Screen	\$150.00 (per month) / \$1,500.00 (per 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. Fees for Non-Recreational Activities at the Ice Arena Facility: 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 Park City Ice Arena 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.

9.4. 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 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.

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

1. Offering special promotions designed to increase use.
 2. Trying to fill non-prime time.
 3. Introducing new programs or activities.
 4. Playing conditions are below standard due to weather or facility disrepair.
- 9.6. **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 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.
- 9.7 **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.

					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 SOC	\$500	\$200	\$100	\$50		
PCSC multipurpose	\$375	\$100	\$75	\$40	\$1,600	\$1,000
PCSC Sportexe	\$1,000	\$500	\$200	\$100		
PCHS BB	\$375	\$100	\$75	\$40		
PCHS SB	\$375	\$100	\$75	\$40		
PCHS LL	\$375	\$100	\$75	\$40	\$800	\$575
North 40 North	\$375	\$250	\$75	\$40		
North 40 South	\$375	\$250	\$75	\$40		
					\$500	\$350
City Park	\$375	\$250	\$75	\$40	\$375	\$250
PCHS Dozier	\$1,000	\$500				
TMIS	\$375	\$100	\$75	\$40	\$675	\$450
Stakeholder Fee						\$200 per team per season youth

Volleyball Court Fees (per court)	\$30.00/hr. Res.	\$45.00/hr. NonRes
	\$120.00/day Res	\$180.00/day NonRes
(2 courts)	\$200.00/day Res	\$288.00/day NonRes
Stakeholder Fee	\$300.00/team/season - adult	
Additional Restroom Cleaning	\$30.00 per clean	
Additional Field Prep (Softball/Baseball)	\$75.00 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
10.9 <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
10.10 <u>Barricades (cost per barricade)</u>	
Crowd Control Barricades	\$5.90
Street Barricades	\$1.40
10.11 <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)	\$23.00
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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
Portable Electronic Sign/ message board (per day)	\$151.20

10.13 Materials

Salt (per ton)	\$39.95
Road base (per ton)	\$13.50
Sand (per ton)	\$13.50
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 Dept.	\$23.30
(PCMC employee - Seasonal Parks III –non-benefited)	
Streets Department (Streets III employee)	\$30.25
Special Events Department (staff)	\$42.25
Cleaning Labor –	\$28.00
restrooms, buildings and other (contract labor)	

10.9 Special Event Application Fee (Processing and Analysis)

Level Three Event	\$160.00
Level Two Event	\$ 80.00
Level One Event	\$ 40.00
First Amendment Event	\$ 40.00

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.



PARK CITY LONG-TERM STRATEGIC PLAN

Community Vision & Values

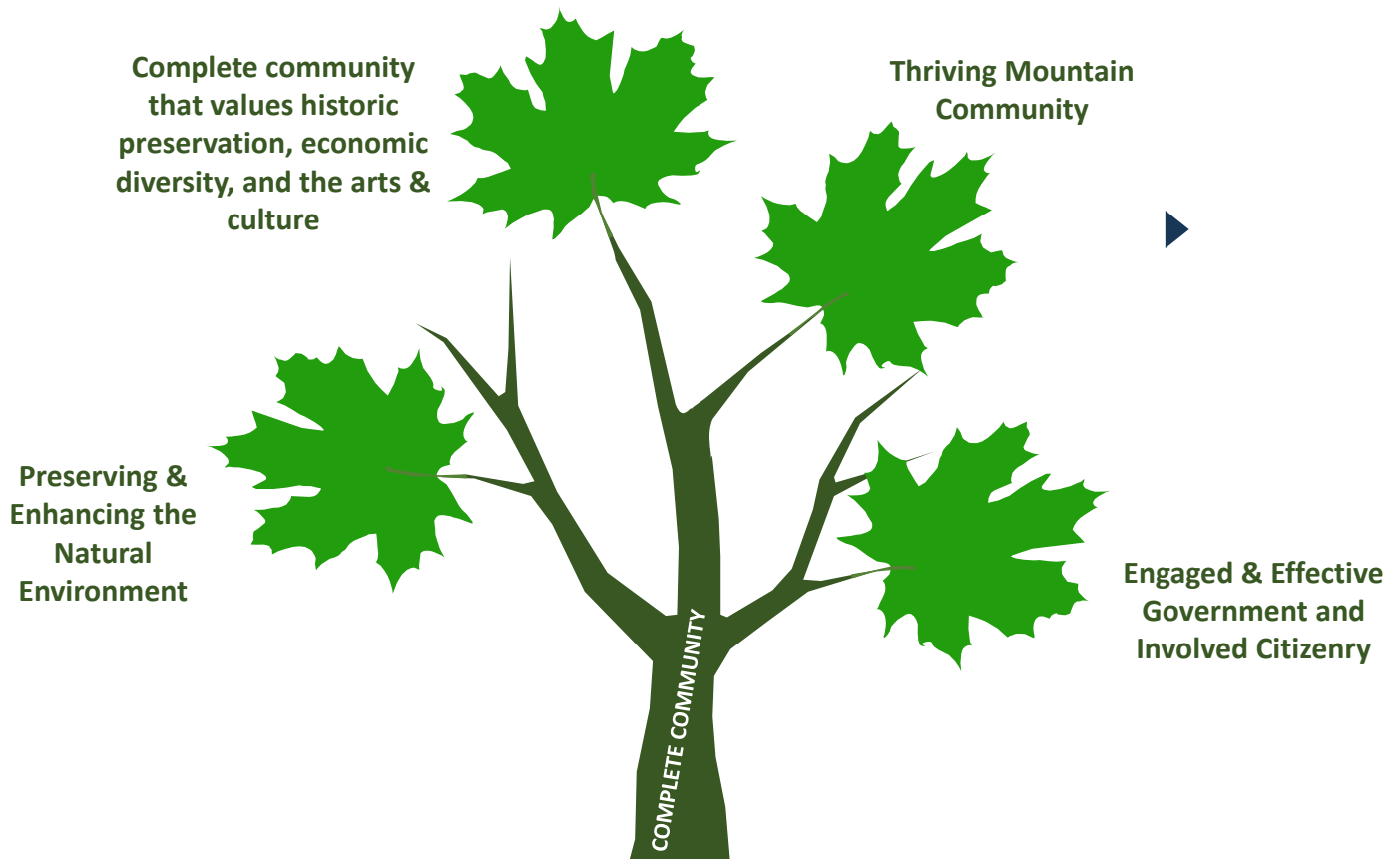


Keeping Park City “Park City”

sense of community | natural setting | small town | historic character

Council Strategic Goals

In order to realize the Community Vision, the City Council of Park City Municipal Corporation developed four strategic goals that will guide decision-making and provide the structure for ensuring that incremental, measurable steps are taken to achieve the Community Vision and



► **Community
Vision & Values**



Keeping Park City “Park City”

sense of community | natural setting | small town | historic character



This document, the Biennial Strategic Plan, summarizes Park City's approach over the next two years to pursue Council's Strategic Goals & Priorities and to keep Park City, “Park City.”



PARK CITY LONG-TERM STRATEGIC PLAN

Mission Statement

Evolving and sustaining a complete community

Complete Representation

- Multi-cultural, non-discriminatory, diversity, inclusion
- All ages, incomes, races, occupations, religions, beliefs and preferences

Complete Life Cycles

- From cradle to cane
- Family's that continue in the community

Complete Infrastructure

- Fundamental (or essential) first
- Roads, water, safety, energy, wellness and transportation

Complete Services or Amenities

- Schools, libraries, arts & culture, grocery, parks, restaurants, shops, recreation, and government

Complete Economy

- Resort economy balanced with local economies within the community

Complete Environment

- Preserved natural resources
- Net-zero
- Open Spaces

Complete Engagement

- Citizen involvement
- Responsive government
- Stewards of the public trust

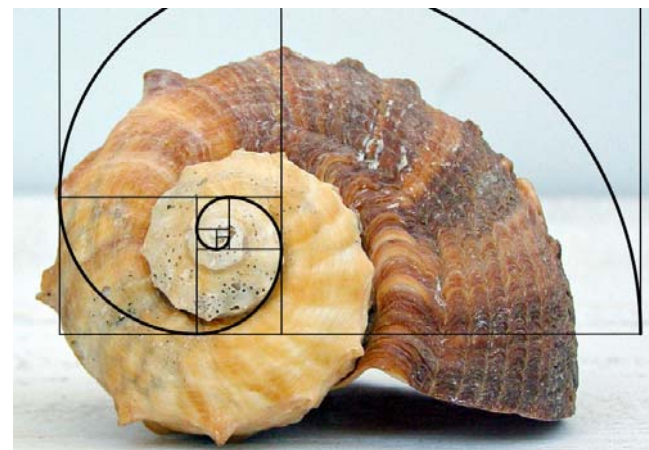
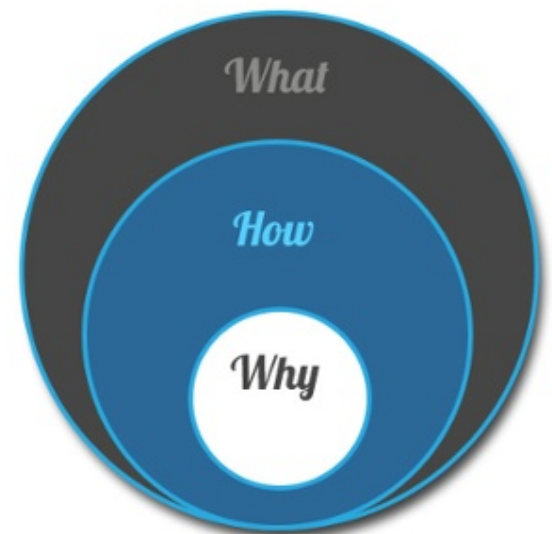
Complete History

- Protecting all our pasts to tell the story to the future
- Historic preservation of buildings & structures

Complete Design

- Artful relationship of building that is sensitive to the site, neighborhood, regional vernacular, and environment

Starting with Why

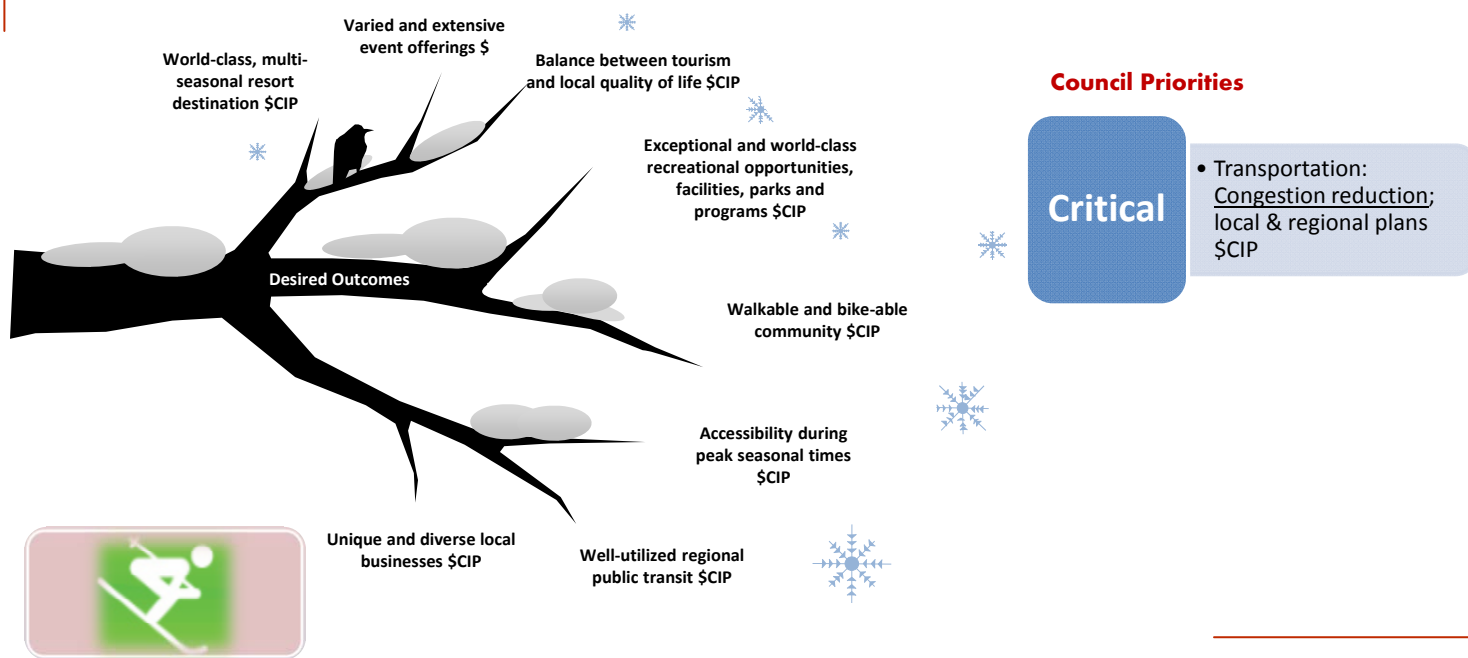


Thriving Mountain Community

Success of this priority is defined as:

The resort experience continues to exceed expectations. Park City is known as a premier resort destination because of its distinct and recognizable brand, a seamless network of multimodal transportation, and interconnected resorts. Visitors and residents feel safe throughout the community and find that Park City has struck a unique balance between tourism and local quality of life. Tourism remains a chief driver of Park City's economy due to its accessibility, quality snow, and

great summer weather. World-renowned recreational opportunities and an expansive trail network are the center of activity, complemented by multi-seasonal special events and unique, locally-owned businesses. Park City full and part-time residents recognize the exceptional benefits the economic base provides and the paramount importance of fostering and expanding the resort economy in harmony with community values.



In the chart above a dollar sign (\$) indicates Annual Operating Budget recommended new funding allocation. A dollar sign and CIP (\$CIP) indicate recommended capital improvement funding.

Key Strategies

The following strategies have been identified as critical for achieving Desired Outcomes:

- Ensure the Timely Maintenance/Replacement of Core Infrastructure
- Environmentally Sensitive Regional Public Transit
- Maintain Transportation Network/Infrastructure
- Public Safety: Preparedness, Prevention, Response, and Education
- Provide Amenities, Facilities, Trails & Infrastructure
- Pursue Development and Redevelopment Consistent with General Plan & Area Plans
- Support & Manage World Class Events

Key Indicators

Thriving Mountain Community

KEY INDICATOR	YEAR								ASSESSMENT	
	2012		2013		2014		2015		Benchmark	Trend
	Excellent	Compiled	Excellent	Compiled	Excellent	Compiled	Excellent	Compiled		
Percentage of survey respondents who rate recreation programs as "good" or "excellent."	48%	94%	51%	93%	51%	93%	50%	92%	Higher	Neutral
Percent of respondents who rate the golf course as "good" or "excellent."	97%		97%		97%		98%		N/A	Neutral
Satisfaction levels combining satisfied and very satisfied on satisfaction surveys for all Ice programs.	92%		99%		89%		92%		N/A	Neutral
Percent of McPolin Farm events sold out.	100%		100%		100%		100%		N/A	Neutral
Percent of respondents who rated the overall quality of City Parks as "good" or "excellent."	65%	98%	63%	98%	63%	98%	62%	96%	Higher	Neutral
Percent of respondents who rated the quality of services for snow removal as "good" or "excellent."	27%	75%	35%	83%	35%	83%	36%	89%	Higher	Positive
Percent of respondents who would recommend the tennis programs to friends.	N/A		93%		97%		99%		N/A	Positive
Percent of respondents who rate the ease of travel by public transportation as "good" or "excellent."	29%	75%	51%	89%	51%	89%	30%	84%	Much Higher	Negative
Percent of respondents who utilized bus services this year more than once a month.	N/A		74%		74%		76%		N/A	Neutral
Percent of respondents who rated the overall Image and Reputation of Park City as "good" or "excellent."	57%	95%	47%	93%	47%	93%	48%	92%	Higher	Neutral
Percent of respondents who rate quality of Street Lighting as "good" or "excellent."	11%	70%	22%	78%	22%	78%	20%	77%	Higher	Neutral
Percent of respondents who would recommend the MARC to their friends.	N/A		99%		99%		98%		N/A	Neutral
Percent of respondents who rate ease of Public Parking as "good" or "excellent."	13%	59%	11%	50%	11%	50%	7%	35%	Lower	Negative

The Key Indicators provide a snapshot of how the community is doing on our goal of being a **World Class, Multi-Seasonal Resort Destination**. Indicators were taken from Department Performance Measures as well as the National Citizens' Survey, which is given every two years. Where information is available, the indicators are benchmarked against other communities and/or trended over time to highlight areas for improvement.

Successes, Challenges & Trends

Thriving Mountain Community

Recent Successes

- Public Utilities & Streets Concrete & Asphalt Recycling
- Recycling 15% of Asphalt as part of Pavement Mgmt Program
- Rec Awards: ICMA's Voice of the People—Recreation & Wellness, Park City's Best Fitness Center
- Green Waste Recycling (Parks & Golf)
- Completion Stage 3 Main St Sidewalks
- Bear Bench and Bob Wells Plaza Completion
- Expanded Wellness Benefits to Families
- Phase I "Dan's to Jan's" Completed
- Golf Course Food & Beverage (\$20k profit)
- Ice is 92% Booked (6 am—midnight)
- Avatech & Ritual Chocolate Economic Development Grant
- Transit Technology (App, QR codes, Text-the-Stop, Real-Time stop information)
- Water Pipeline through Golf Course
- Permanent Snow Storage Site
- Deer Valley Drive Pathway Lighting & Bus Stops
- City Park Basketball Court Renovation
- Shade in Playgrounds (Quinns & Creekside)
- Started Pickleball Program
- Pilot Program for Off Leash Areas for Dogs
- Expanded Transit Housing
- Best Golf Course for Park City's Best
- Special Event Advisory Committee Creation
- McHenry OTIS Project Completion
- Outdoor AEDs

Current Challenges

- Traffic, Congestion, & Parking
- Federal Funding Uncertainty
- Continued Growth in PC and Surrounding Area
- Special Event Fatigue/Threshold
- Maintaining Aging Infrastructure
- Implementation of OTIS Projects
- Keeping Pace with Supporting Technologies
- Satisfying Demand for Usage of Recreation Facilities (Tennis, Ice, Fields)
- Trail User Conflicts, Overuse and Dog-related Impacts
- Impacts of Water Treatment Facility on PC Golf Club
- Mitigation of Community & Traffic Impacts for Construction Projects
- Funding of Regional Recreational Facilities Master Plan
- Public Works, Utilities & Transit Maintenance and Operations Facilities Space Needs
- Peak Parking Main Street Core
- Competition from Canyons Golf Course
- Planning/Impacts of Future Transit Routes
- Workforce Recruitment
- Parking at Golf Course
- External Use of Trails & Facilities
- Tenant Mix on Main St.

Trends & Opportunities

- Increased Competition in Destination Tourism
- Golf Learning Center
- Social Media Presence
- Year-round Aquatic Programs/Water Parks
- Expanded Fields and Parks
- Walkable/Bikeable Communities & Alternative Transportation
- Expanded Regional Transit
- Smart Highway Technologies (Permanent Message Boards, Operations Center, Transit Signal Priority)
- Bonanza Park & LPA Redevelopment
- Increased Use of New Technology
- Vail's Capital Upgrade Plan
- Public Private Partnerships
- Connection of Main St. with Resort Bases
- Mountain Accord
- High Altitude Training
- User Specific and Directional Trails
- Expand Ice Facility
- Wellness & Community Education
- Expand Recreational Opportunities with Regional Collaboration

Action Plan

Thriving Mountain Community

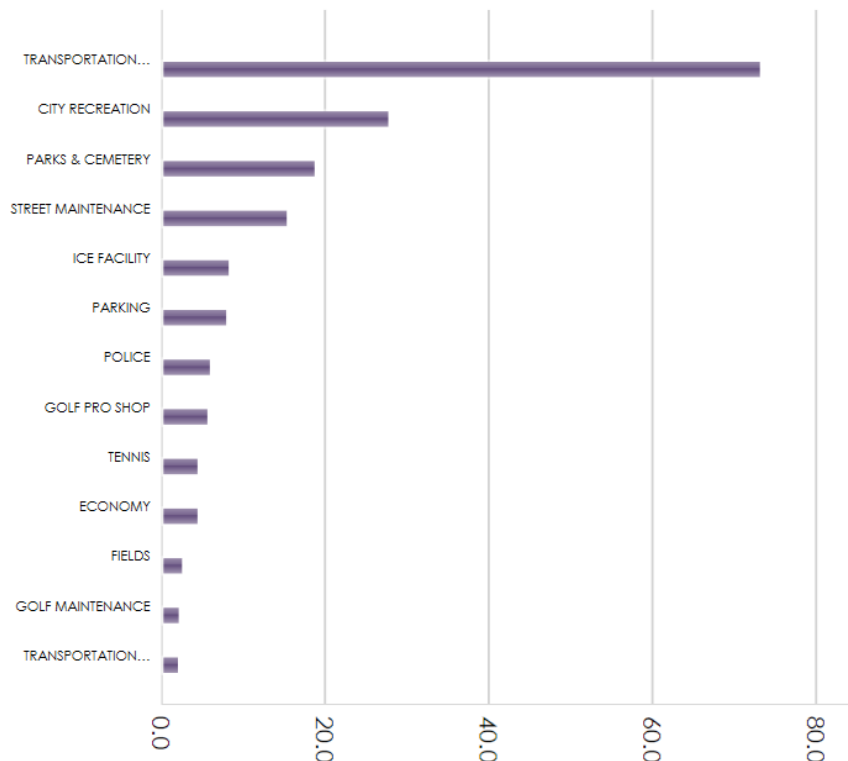
Staff Action Plan

- Regional Transit Service Expansion
- Bus Rapid Transit between Park City & Kimball Junction Area
- Street and Sidewalk Condition Assessment
- Maintain Sequential Plow Priorities
- Ongoing Participation in Mountain Accord
- Dan's to Jan's Walkability Implementation
- Brew Pub & Miner's Plaza Projects
- SR 224 Corridor Plan Implementation
- SR 248 Corridor Plan Update
- Peak Parking Supply/Demand Mgmt
- Transportation Demand Mgmt
- Trails Master Plan Implementation
- Determine Funding Options for Regional Recreation Facilities Master Plan
- Transit Marketing Technology
- Continued Community Partnerships
- Short-Range Transit Development Plan Update
- Parking/Transportation Feasibility Study LoPa & BoPa
- Lowell Ave OTIS & Prospector
- Housing Park Ave Fire Station
- Senior Center
- Receiving 13 New Buses in August (Technology Upgrades)

Staff Budget Plan FY17 & FY18

- Transit: Bus Drivers
- Transportation Planning: Materials & supplies
- Recreation: Recreation Coordinators & Tennis materials & supplies
- Economy: Special Events part-time addition
- Golf: Part-time employees
- Ice: Part-time employees
- Street Maint: Personnel, materials & supplies increases

Staffing Composition Total FTE's



Strategic Planning

For more information on Park City Municipal's strategic planning process please follow this link:

<http://www.parkcity.org/departments/budget-debt-grants/strategic-planning>

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
WELL-UTILIZED REGIONAL PUBLIC TRANSIT										
Park City Mobility	TRANSPORTATION OPERATIONS	1	21.75	\$745,492	\$706,805	\$703,642	\$0	703,642	Transit is unable to hire enough Seasonal Drivers to meet needs the past 3 years. Staffing level at 84% last 3 years, extensive overtime used to compensate for staffing shortfall. Plan to mitigate issue is to hire 5 full time drivers each year for 4 years to eliminate staffing shortage. Plan to mitigate issue is to hire 5 full time drivers each year for 4 years to eliminate staffing shortage.	\$138k total increase for 4 Bus Driver IIIs and 1 Bus Driver IV. These new drivers are offset by 1 part time fte for each FTR. Transportation programs are in quartile 1 and contribute towards a Critical Council priority, Well-utilized regional public transit
Winter Service	TRANSPORTATION OPERATIONS	1	21.75	\$3,955,723	\$4,483,588	\$4,319,162	\$0	4,319,162	Transit is unable to hire enough Seasonal Drivers to meet needs the past 3 years. Staffing level at 84% last 3 years, extensive overtime used to compensate for staffing shortfall. Plan to mitigate issue is to hire 5 full time drivers each year for 4 years to eliminate staffing shortage.	\$138k total increase for 4 Bus Driver IIIs and 1 Bus Driver IV. These new drivers are offset by 1 part time fte for each FTR. Transportation programs are in quartile 1 and contribute towards a Critical Council priority, Well-utilized regional public transit
Summer Service	TRANSPORTATION OPERATIONS	1	21.75	\$2,799,705	\$2,896,183	\$2,986,837	\$0	2,986,837	Transit is unable to hire enough Seasonal Drivers to meet needs the past 3 years. Staffing level at 84% last 3 years, extensive overtime used to compensate for staffing shortfall. Plan to mitigate issue is to hire 5 full time drivers each year for 4 years to eliminate staffing shortage.	\$138k total increase for 4 Bus Driver IIIs and 1 Bus Driver IV. These new drivers are offset by 1 part time fte for each FTR. Transportation programs are in quartile 1 and contribute towards a Critical Council priority, Well-utilized regional public transit
Swede Alley Parking Structure	PUBLIC WORKS ADMINISTRATION	3	14.25	\$55,764	\$55,764	\$55,764	\$0	55,764		
Total Well-utilized regional public transit		6		\$7,556,683	\$8,142,340	\$8,065,405	\$0	8,065,405		

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
ACCESSIBILITY DURING PEAK SEASONAL TIMES										
Transportation Management	TRANSPORTATION OPERATIONS	1	21.50	\$642,019	\$952,664	\$963,080	\$0	963,080	Transportation Planning is requesting \$280,000 to support implementation of the recently completed Transportation Demand Management Plan. Specific program elements are as follows: overall programmatic support, Transportation Management Association support including potential part-time staffing with County, peak period/event traffic control, City supported TDM incentives, Transportation System Monitoring and Reporting Program, Transportation Community Engagement, Van Pool and guaranteed ride home program, event charter service	\$288k increase for contract services to pay for implementation of the Transportation demand management plan.
Total Accessibility during peak seasonal times		1		\$642,019	\$952,664	\$963,080	\$0	963,080		
WALKABLE AND BIKE-ABLE COMMUNITY										
Street & Sidewalk Maintenance	STREET MAINTENANCE	2	19.00	\$382,741	\$463,983	\$495,605	\$0	495,605	The increase in the Streets operating budget is the result the rising cost of materials and services, and an increase in service level due to growth, traffic, community expectations, and special events. Request includes: Materials, Supplies, and Equipment \$5,551; Uniforms and Cell Phones \$5,160; Consulting and Contract Services \$42,965; Public Notices \$2,900	Increase of \$208k recommended for Street Maintenance for additional personnel and materials. Street Maintenance is in quartiles 1 and 2 and contributes towards the Essential Council priority of Well-maintained assets and infrastructure.
Total Walkable and bike-able Community		2		\$382,741	\$463,983	\$495,605	\$0	495,605		
EXCEPTIONAL AND WORLD-CLASS RECREATIONAL OPPORTUNITIES, FACILITIES, PARKS AND PROGRAMS										
Recreation Adult Programs	CITY RECREATION	4	12.25	\$662,882	\$738,956	\$768,585	\$-343,850	424,735	The Recreation Department has a request to add 2 Recreation Coordinators along with requests to cover the same level of service. \$164K total increase offset by \$46k reduction in PT.	\$59k for a Recreation Coordinator, offset by \$23k in Part-Time money. Recreation revenues are increasing and help is needed in

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
										order to provide services that will bring in additional revenue.
Tennis Tournaments	CITY RECREATION & TENNIS	3	13.75	\$49,713	\$52,613	\$50,128	\$-92,500	-42,372	Increase to department supplies and tennis balls. \$2,900 total increase	No increase recommended for this program
Recreation Youth Programs	CITY RECREATION & TENNIS	4	12.75	\$629,780	\$679,135	\$679,005	\$-232,700	446,305	The Recreation Department is looking to add 2 full time coordinators and make same level of service adjustments to pool chemicals, bank charges and a service level increase to meeting, travel & conferences to cover increased professional development costs. \$164K total increase offset by \$46k reduction in PT.	\$59k for a Recreation Coordinator, offset by \$23k in Part-Time money. Recreation revenues are increasing and help is needed in order to provide services that will bring in additional revenue.
Rec Center Operations	CITY RECREATION & TENNIS	4	12.25	\$460,056	\$504,524	\$550,020	\$-258,600	291,420	The Recreation Department is looking to add two Recreation Coordinators and several same level of service requests based on increased usage of the PC MARC. \$164K total increase offset by \$46k reduction in PT. Program reduced by \$2,500, with money that is moving to Ice for McPolin Barn.	\$59k for a Recreation Coordinator, offset by \$23k in Part-Time money. Recreation revenues are increasing and help is needed in order to provide services that will bring in additional revenue.
Tennis Operations	CITY RECREATION & TENNIS	4	12.00	\$66,967	\$68,495	\$69,984	\$-173,100	-103,116	No request for this program	
Tennis Programs	CITY RECREATION & TENNIS	4	11.75	\$493,607	\$511,715	\$510,540	\$-470,400	40,140	Increases to the Bubble, memberships and tennis balls. \$13k increase.	No increase recommended for this program
Pro Shop	CITY RECREATION & TENNIS	4	10.75	\$131,312	\$154,194	\$152,167	\$-137,000	15,167	The Tennis Department is looking to increase the amount of funds spent on inventory to be sold. \$23,200 increase.	\$21k for an increase in inventory materials. This increase will be offset by revenue from the sale of inventory.
Marketing	CITY RECREATION & TENNIS	4	10.75	\$60,951	\$60,729	\$61,190	\$-100,700	-39,510	No new requests just moving funds between lines	
Childcare	CITY RECREATION & TENNIS	4	8.75	\$41,463	\$41,526	\$20,727	\$-8,150	12,577	There are no budget requests for childcare	

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Urban Trails and Walkability	ECONOMY	2	20.00	\$69,408	\$73,877	\$76,109	\$0	76,109	Increase due to a reclass of the Trails and Open Space Program Manager due to an expanded role and responsibilities. \$12k total increase.	\$12k recommended for a reclass of Trails and Open Space Program Manager. This program is in quartile 2 and Abundant preserved and publicly accessible open space is a Top Council priority that this program contributes towards.
Trails (Backcountry)	ECONOMY	2	18.00	\$52,698	\$53,695	\$54,470	\$0	54,470	Increase of \$102 based on actuals. Increase due to a reclass of the Trails and Open Space Program Manager due to an expansion of role and responsibilities. \$12k total increase	Materials increase not recommended, as a need was not established.
Golf Maintenance	GOLF MAINTENANCE & PARKS	3	13.75	\$713,465	\$710,609	\$787,329	\$0	787,329		
Concessions	GOLF OPERATIONS	3	13.75	\$53,512	\$63,220	\$63,220	\$-55,000	8,220	The \$9,708.00 request is to budget money for tips earned by the food and beverage attendants. The food and beverage operation was a new program added in the last budget cycle. We now have a history of actuals which allows us to budget proper amounts. There are no new positions being asked for and tips do have a direct revenue offset.	\$10k is recommended for part-time personnel to cover the needs for Golf Pro Shop
Golf Management Operations	GOLF OPERATIONS	4	11.25	\$327,230	\$342,528	\$353,805	\$0	353,805	(\$7,264.00) is a reduction from a percentage of Craig Sanchez's salary that is no longer paid by the golf course. \$25,223.00 increase is for part time personnel. This increase is needed to balance out adjustment of previous budget for the food and beverage attendant allocation and get the rest of part time personnel back on track with actual expenses. There are no additional positions being asked for.	\$31k is recommended for part-time personnel to cover the needs for Golf Pro Shop

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Golf Shop Programs	GOLF OPERATIONS	4	11.25	\$109,701	\$91,911	\$95,654	\$0	95,654	Increase of \$4,611 is for increase in golf lessons and clinics. This increase is to get budget up to actuals. Lessons and clinics have a direct revenue offset to the expenses.	\$5k is recommended for part-time personnel to cover the needs for Golf Pro Shop
Retail Operations	GOLF OPERATIONS	4	10.75	\$244,168	\$257,149	\$267,082	\$0	267,082	Personnel increase of \$2,990.00 in this program is due to increase of part time personnel and it's % of FTE designated to this program. It is not adding personnel but getting budget to match actuals.	\$3k is recommended for part-time personnel to cover the needs for Golf Pro Shop
Retail	ICE FACILITY	4	13.00	\$44,292	\$50,794	\$52,762	\$-29,400	23,362	Scenario 2 -15,152 (P:6097 MS - 21250)Scenario 3 -17,453 (P3815 MS -21250)P: \$3571 from "100" re-allocated to 703 and 704 plus \$5692 (plus associated expenditures) for increases in front desk and operations personnel. MS: Overall decrease resulting from the re-allocation of 22k out of Retail Tournaments across many other lines. \$750 increase in Department Supplies for skate sharpening services for which the revenue impacts the retail line.	\$20k recommended for Part-time and materials. The need for an increase in Ice is well established by historical actuals.
Ice Adult Programs	ICE FACILITY	4	11.75	\$137,173	\$179,136	\$148,409	\$-129,000	19,409	Increase in personal to support adult hockey leagues, public coached hockey programs to keep the front desk open during league play. Materials & Supplies to support sports officials for league play and credit card processing fees.	\$20k recommended for Part-time and materials. The need for an increase in Ice is well established by historical actuals.
Ice Youth Programs	ICE FACILITY	4	11.50	\$128,241	\$159,992	\$151,523	\$-111,750	39,773	Part Time increase for hourly wages of \$25,683 (plus associated employment expenses) requested for sufficient staffing based on need for programs scheduled for this upcoming year. The requested increase in Department Supplies (\$100) and Uniforms and Clothing of	\$20k recommended for Part-time and materials. The need for an increase in Ice is well established by historical actuals.

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
									(\$665) are being funded by the reallocation of \$22,580. Increases in cellular due to re-allocation of expense, overall decrease in cellular expenditures. New requested funding is \$3k to pay for credit card processing fees.	
Ice Programs	ICE FACILITY	4	11.25	\$105,123	\$127,197	\$113,034	\$-67,150	45,884	Increase in part time staff to accommodate for growth and increase the level of service at the front desk. Funding for credit card processing fees and new software also requested.	\$20k recommended for Part-time and materials. The need for an increase in Ice is well established by historical actuals.
Operations	ICE FACILITY	4	10.75	\$381,765	\$384,262	\$411,986	\$-326,700	85,286	Additional funding requested to provide Operations coverage for increased hours of operation and to compensate for changes in the skill set of General Manager. Increased funding for Materials & Supplies is in response to changes in operations and availability of technology and to be more efficiently maintain the facility.	\$20k recommended for Part-time and materials. The need for an increase in Ice is well established by historical actuals.
Cemetery	PARKS & CEMETARY AND CITY REC	4	12.75	\$115,697	\$115,858	\$128,208	\$-26,000	102,208	No requests	
Parks, Turf & Athletic Fields	PARKS & CITY RECREATION	3	14.00	\$707,216	\$702,579	\$790,798	\$-56,000	734,798	No requests	
Parks & Sidewalk Snow Removal	PARKS & FIELDS	2	18.75	\$401,537	\$395,421	\$440,390	\$0	440,390	On February 11, 2016, Council approved sidewalk snow removal service to the Line Condos on Deer Valley Dr. Cost for plow service \$1,040.	Recommended to fund request within existing resources.
Park Amenities & Infrastructure	PARKS & FIELDS	3	14.00	\$202,945	\$203,347	\$253,034	\$0	253,034		
Total Exceptional and world-class recreational opportunities, facilities, parks and programs		89		\$6,390,900	\$6,723,460	\$7,050,158	\$-2,618,000	4,432,158		

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
BALANCE BETWEEN TOURISM AND LOCAL QUALITY OF LIFE										
Parking Management	PARKING & TRANSIT	3	15.00	\$819,901	\$1,114,441	\$956,161	\$-560,300	395,861	Parking: Implement Anticipated Changes from Parking Strategic Plan\$50,735 increase in materials\$145k in personnel\$197,217 total increase	The two FTRs requested by Parking were not recommended, as the need for them will be determined by the parking study, which has not yet concluded.
Total Balance between tourism and local quality of life		3		\$819,901	\$1,114,441	\$956,161	\$-560,300	395,861		
VARIED AND EXTENSIVE EVENT OFFERINGS										
Special Events	9 CITY DEPARTMENTS	2	19.50	\$2,151,691	\$2,165,009	\$2,358,807	\$-538,400	1,820,407	Ice: Beginning in FY 17, Ice staff will be planning and coordinating the community Skate with Santa Event and hosting a curling bonspiel. \$3509 increase in personnel. \$5k request in Materials & Supplies is being re-allocated from the Retail program. Includes \$2500 provided by MARC for Santa event. Economy: requesting \$8.9k increase in materials based on past spending. \$18k for part-time event coordinator. Police: Staff increase of \$60k for addition of Sergeant and 2 senior police. Street Maintenance: Total Increase of \$30k in Materials and Supplies for a new vehicle. Currently the vehicle is being leased, and the \$4-5k a year in lease money could be used to help offset this.	Ice: \$20k recommended for Part-time and materials. Economy: No increase, other requests of a higher priority. Police: Sergeant with vehicle is recommended Street Maint.: New vehicle recommended
Total Varied and extensive event offerings		2		\$2,151,691	\$2,165,009	\$2,358,807	\$-538,400	1,820,407		
UNIQUE AND DIVERSE LOCAL BUSINESSES										
Economic and Redevelopment	ECONOMY & BUDGET	3	17.50	\$2,142,387	\$2,119,838	\$2,164,744	\$-595,212	1,569,532	15,000 increase based on actuals. \$4k increase in PT.	Materials increase not recommended, as a need was not established.

Program Totals by Desired Outcome (Thriving Mountain Community)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Business Improvement District	ECONOMY	4	12.00	\$64,419	\$64,419	\$64,419	\$-64,000	419		
Economic Development Grant	ECONOMY	4	11.50	\$50,000	\$50,000	\$50,000	\$0	50,000	Consistent with our Economic Development Strategic Plan and City Council's Biennial Strategic Plan Desired Outcome, I seek to expand the current ED Grant Program by \$50k annually.	No money was recommended for the Economic Development grant, due to the program scoring low and other higher priorities in the city receiving funding.
Total Unique and diverse local businesses		11		\$2,256,806	\$2,234,257	\$2,279,163	\$-659,212	1,619,951		
WORLD-CLASS, MULTI-SEASONAL RESORT DESTINATION										
Street Lights & Signs	STREET MAINTENANCE	1	23.25	\$321,849	\$326,658	\$334,795	\$0	334,795	No request	
Winter Snow Operations	STREET MAINTENANCE	2	20.25	\$1,146,383	\$1,120,156	\$1,212,865	\$0	1,212,865	The increase in the Streets operating budget is the result the rising cost of materials and services, and an increase in service level due to growth, traffic, community expectations, and special events. Request includes: Materials, Supplies, and Equipment \$5,551; Uniforms and Cell Phones \$5,160; Consulting and Contract Services \$42,965; Public Notices \$2,900	Increase of \$208k recommended for Street Maintenance for additional personnel and materials. Street Maintenance is in quartiles 1 and 2 and contributes towards the Essential Council priority of Well-maintained assets and infrastructure.
Flowers/Holiday Lighting/Beautification	PARKS & FIELDS	4	13.00	\$384,003	\$386,368	\$434,522	\$0	434,522		
Trash Clean-Up	PARKS & FIELDS	4	11.50	\$140,381	\$142,101	\$167,168	\$0	167,168		
Total World-class, multi-seasonal resort destination		11		\$1,992,616	\$1,975,284	\$2,149,351	\$0	2,149,351		
TOTAL		125		\$22,193,357	\$23,771,438	\$24,317,729	\$-4,375,912	19,941,817		

Preserving & Enhancing the Natural Environment

Success of this Priority is defined as:

Park City is proud that it is recognized as a model environmentally-conscious community. Residents develop, participate in and support initiatives to protect the long-term health of the natural environment and Park City policies and investments work in concert with these efforts. Carbon reduction, energy and water conservation programs and open

space acquisition not only attract residents and visitors to Park City, but also advance community environmental goals and preserve the unique natural setting. Park City recognizes that careful planning to ensure a sustainable water supply that meets the City's current and future need is essential to our long-term viability.

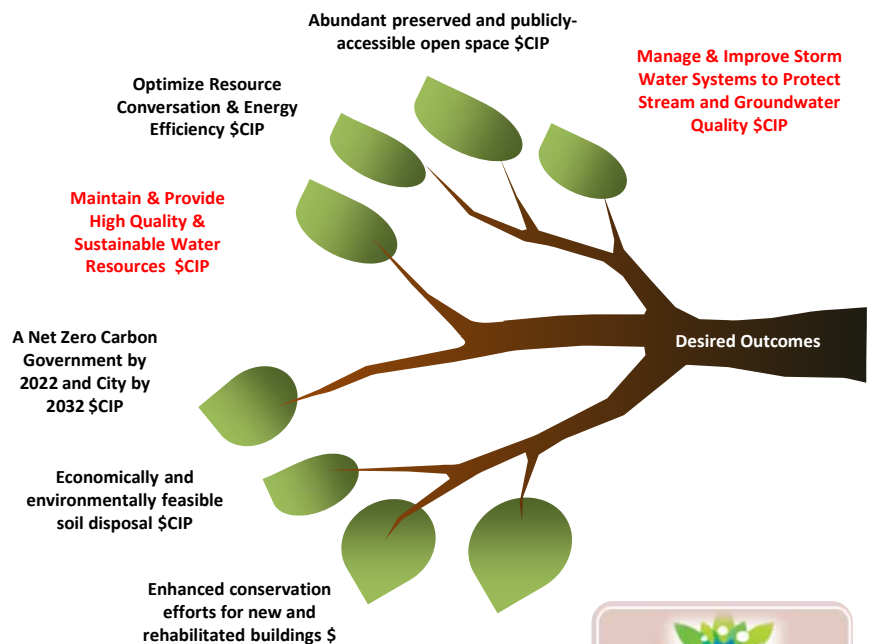
Council Priorities

Critical

- **Energy:** Energy Conservation, Renewable Energy, Carbon Reduction and Green Building Incentives \$CIP

Top

- Clean Soils Plan \$CIP
- Open Space Acquisition \$CIP
- Water Conservation \$CIP



In the chart above a dollar sign (\$) indicates Annual Operating Budget recommended new funding allocation. A dollar sign and CIP (\$CIP) indicate recommended capital improvement funding. **Red text** indicates an 'essential' service.

Key Strategies

The following strategies have been identified as critical for achieving Desired Outcomes:

- Enhance Municipal and Community Carbon Mitigation, Energy Reduction and Conservation
- Mitigate Mining Legacy Including Mine Waste, Soils, Water and Physical Hazards
- Acquisition, Maintenance, Management and Implementation of Open Space
- Secure Water Supply and Peaking Capacity for Future Conditions
- Develop Advanced Treatment Systems and Water Quality Programs
- Water Conservation Pricing Signals, Education and Incentives

Key Indicators

Preserving & Enhancing the Natural Environment

KEY INDICATOR	YEARS								ASSESSMENT	
	2012		2013		2014		2015		Benchmark	Trend
	Excellent	Combined	Excellent	Combined	Excellent	Combined	Excellent	Combined		
Increase in number of properties within the Soil Ordinance Boundary that have obtained Certificate of Compliance.	3		4		3		2		N/A	Positive
Meet all water quality regulations.	Yes		Yes		Yes		Yes		Similar	Neutral
Total numbers of acres preserved for open space.	8,405		8,697		9,034		9,049		N/A	Positive
Percent of Citizens actively conserving water at least once a month.	N/A		87%		87%		96%		Higher	Positive
Percent of citizens who walked or biked instead of driving at least once a month.	N/A		87%		87%		91%		Much Higher	Positive
Percent of citizens who rate drinking water quality as "good" or "excellent."	10%	43%	16%	49%	16%	49%	18%	62%	Similar	Positive
Percent of citizens who rate overall natural environment as "good" or "excellent."	57%	94%	59%	93%	59%	93%	63%	94%	Much Higher	Neutral
Annual Carbon Footprint for Municipal Facilities (Co2 in Tons).	18,715		19,171		22,000		24,000		N/A	Negative
Percentage of carbon reduction for City Government from previous year.	27%		2%		15%		9%		N/A	Neutral

The Key Indicators above provide a snapshot of how the community is doing on our goal of Preserving and Enhancing the Natural Environment. Indicators were taken from Department Performance Measures as well as the National Citizens' Survey, which is given every two years. Where information is available, the indicators are benchmarked against other communities and/or trended over time to highlight areas for improvement.

Successes, Challenges & Trends

Recent Successes

- Mining Influenced Water Study Underway
- MS4 Program Development Underway
- SCADA System Replacement Nearly Complete
- Water & Energy Conservation Program
- Watersmart Deployment
- Expanded Renewable Energy Portfolio—Solar on the MARC (Triples Portfolio), assessing new projects
- Annual, On-Going Energy Savings of \$256,000 due to Retrofits
- Georgetown University Energy Prize Semi-finalist
- Phase I LED Streetlight Retrofit
- Phase II Interior LED Retrofit
- Acquisition of the Sommer Parcel
- COSAC V
- Updated Noxious Weed Plan 2015
- Continued Progress on Prospector Drain AOC
- Secured Snow Storage Permanent Home
- Public Outreach

Current Challenges

- Mining Influenced Water Discharges
- Lack of Raw Water Storage
- Wildland Urban Fire Interface/Open Space
- Managing Environmental Liabilities
- Implementing New Technology
- Soil Disposal Limitations
- Public Outreach
- MS4 Storm Water Program Development
- Management and Maintenance of Open Space
- Animal Control Ordinances/Policies
- Climate Change & Extreme Weather Situations
- Energy Source Diversification
- Competition for Potential Open Space Acquisitions
- Alternative Transportation Initiatives
- Non-Local Regulatory & Political Environment for Renewable Energy

Trends & Opportunities

- Increasing Regulations
- Advanced Treatment & Monitoring
- Increasing Storm Water Program
- Technology & Data-driven Decision-making
- Energy Cost Inflation
- Public Information Availability
- Open Data
- Soil Disposal Options
- Ecosystem Services
- Regional Collaboration
- Climate Adaptation Planning
- Increased Water Storage
- Wildlife Management
- Renewable Energy Financing
- Recycling Center Relocation
- Public Lands Initiatives
- Water Efficiency
- Designated Off-Leash Areas
- Recycling Opportunities in Town

Staff Focus Areas

- Technology and Water Treatment Upgrades
- Storm Water Program and Funding Development
- Deploy Energy Mitigation Strategies
- Deploy Green Building Policy
- Operational Facility Needs Development
- Strategic Land Planning
- Continue to address mining impacted soils & water
- Ecosystem Services
- Resolving Use Priorities on Open Space
- Achieve Citywide Renewable Energy Strategy
- Management and Maintenance of Open Space
- Implementation of Open Space policies and programs
- Acquire Open Space

Action Plan

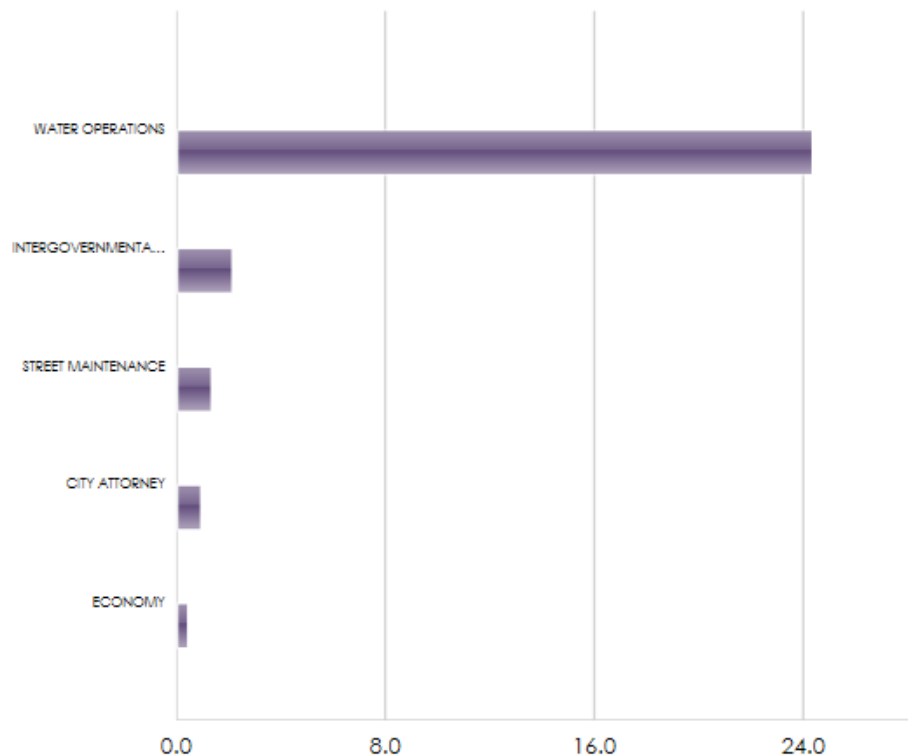
Preserving & Enhancing the Natural Environment

Staff Budget Plan FY17 & FY18

- **Storm Water:** Add resources and potential fee to increase level of service and to meet UPDES permit
- **Water:** Add resources to meet water quality goals and UPDES permit requirements
- **Water and Energy Conservation:** Add resources to enhance program and achieve energy goals
- **Trails and Open Space:** Providing additional full time staff to implement strategies and goals related to Council policies, including but not limited to management and maintenance of the trail system, management of wildland fire interface on open space, wildlife management goals, noxious weed programs and dog related items.
- **Carbon Reduction:** Staffing and contract services increases.



Staffing Composition Total FTE's



Strategic Planning Roadmap

For more information on Park City Municipal's strategic planning processes follow this link:

<http://www.parkcity.org/departments/budget-debt-grants/strategic-planning>



Program Increases by Desired Outcome (Preserving & Enhancing the Natural Environment)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
A NET ZERO CARBON GOVERNMENT BY 2022 AND CITY BY 2032										
Carbon Reduction	INTERGOVERNMENTAL & ENVIRONMENT	1	22.75	\$179,066	\$466,388	\$421,259	\$0	421,259	\$35.8k for New Contract Position\$101k increase for reallocation of Environmental Sustainability Manager. \$500 for Office Supplies\$500 for Computer Supplies\$147.5k for Contract Services All of the preceding requests are in response to council direction of achieving a carbon neutral city.	This program contributes towards Council's critical priority: Environmental Health. An increase of \$152k was recommended for this program. \$75k in contract services for carbon footprinting support and an ecosystem services study. The other \$77k of the recommendation is for personnel that will effect change in this critical Council priority.
Environmental Regulatory/EPA	3 CITY DEPARTMENTS	1	22.75	\$415,189	\$537,272	\$546,710	\$-27,019	519,690	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.Int. Gov: \$12k decrease of conf/travel money that is going to Leadership.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
Total A Net Zero Carbon Government by 2022 and City by 2032		2		\$594,255	\$1,003,659	\$967,968	\$-27,019	940,949		
MAINTAIN AND PROVIDE HIGH QUALITY & SUSTAINABLE WATER RESOURCES										
Water Rights/Water Projects	LEGAL	1	21.25	\$101,015	\$102,170	\$105,819	\$-101,192	4,627	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
Water Billing	WATER OPERATIONS	1	22.00	\$333,212	\$357,011	\$370,154	\$0	370,154	Due to increasing costumer credit card payment fees, we are requesting additional funding for bank charges.	\$367k is recommended for additional personnel and materials. Water programs are in quartile 1 and contribute towards accomplishing an essential council priority, Maintain High Quality & Sustainable Water Resources.

Program Increases by Desired Outcome (Preserving & Enhancing the Natural Environment)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Project Management	WATER OPERATIONS	1	21.50	\$414,555	\$596,128	\$582,099	\$0	582,099	We are requesting an annual 5% increase in consulting and contract services funds. This is necessary to continue the consulting work we are doing with energy and conservation studies and projects, upgrades to the QJWTP, and consulting work for MIW compliance.	\$367k is recommended for additional personnel and materials. Water programs are in quartile 1 and contribute towards accomplishing an essential council priority, Maintain High Quality & Sustainable Water Resources.
Conservation	WATER OPERATIONS	1	21.25	\$266,063	\$424,415	\$418,233	\$0	418,233	In response to the City Council's net zero by 2022 goal, we need to dedicate significant resources to this effort. This will include efforts aimed at broad areas including operational efficiency, power demand management, building efficiency, renewable energy, internal cultural change/leadership, monitoring, and reporting on success.	\$367k is recommended for additional personnel and materials. Water programs are in quartile 1 and contribute towards accomplishing an essential council priority, Maintain High Quality & Sustainable Water Resources.
Service Orders	WATER OPERATIONS	1	25.50	\$440,692	\$580,938	\$582,335	\$0	582,335	Park City Water System has thousands of different parts which we replace as needed ranging from typical hardware to more specialized parts containing high amounts of metal and petroleum products. Water meters and street material are also included in this category. The cost of these materials continues to rise and this request represents a 5% increase. In this section, we have also made a request for additional funds for office supplies due to increasing staff.	\$367k is recommended for additional personnel and materials. Water programs are in quartile 1 and contribute towards accomplishing an essential council priority, Maintain High Quality & Sustainable Water Resources.
Distribution and Maintenance	WATER OPERATIONS	1	25.50	\$2,893,142	\$3,210,414	\$3,257,436	\$0	\$3,257,436	Due to ARC GIS and SCADA needs, we are asking for a software budget increase in FY17. We will need an ARC GIS license for Public Utilities to allow for additional users. Currently we are on the City's license and have met our allotted users. We are in need of additional access, and there are no more available slots in the City's license.	\$367k is recommended for additional personnel and materials. Water programs are in quartile 1 and contribute towards accomplishing an essential council priority, Maintain High Quality & Sustainable Water Resources.

Program Increases by Desired Outcome (Preserving & Enhancing the Natural Environment)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Water Quality	WATER OPERATIONS	1	25.50	\$2,035,643	\$2,351,188	\$2,418,649	\$0	2,418,649	In the next 5 years, we will be constructing a new MIW WTP which will run 24/7/365 and will require specialized skill sets and staffing needs; the CSWTP will be constructed to treat water from the Park Meadows Well; QWTP will be upgraded to reduce risk associated with high manganese, turbidity, and total organic carbon events from the Weber River; and we will be implementing advanced pipe cleaning practices, water quality data and reporting programs, and water quality monitoring programs.	\$367k is recommended for additional personnel and materials. Water programs are in quartile 1 and contribute towards accomplishing an essential council priority, Maintain High Quality & Sustainable Water Resources.
Total Maintain and provide high quality & sustainable water resources		7		\$6,484,322	\$7,622,266	\$7,734,727	\$-101,192	7,633,534		
MANAGE & IMPROVE STORM WATER SYSTEMS TO PROTECT STREAM AND GROUNDWATER QUALITY										
Storm Water Utility	PUBLIC UTILITIES	1	28.50	\$129,974	\$894,947	\$984,144	\$0	984,144	Park City was designated as a Municipal Separate Storm Sewer System (MS4) under the Clean Water Act and must submit a Notice of Intent (NOI) and Storm Water Management Plan (SWMP) by July 1, 2016. The stated goal of the Clean Water Act is to "restore and maintain the chemical, physical, and biological integrity of the Nation's waters." For storm water, this means a Federal mandate to reduce the pollutants contributed to the watershed from Park City's runoff. In addition, last year the Streets and Storm Water department purchased a new Vactor Truck. This is a large piece of equipment designed to clean storm drain system to keep them free flowing to prevent flooding. This piece of equipment was purchased in anticipation of the new storm water regulation and because the condition of our infrastructure requires this work.	\$836k is recommended for new personnel and materials. Storm water is a quartile 1 program and contributes towards an essential council priority, Manage & Improve Storm Water Systems to Protect Stream and Groundwater Quality

Program Increases by Desired Outcome (Preserving & Enhancing the Natural Environment)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Clean-up and Storm Drain	STREET MAINTENANCE	1	22.00	\$218,741	\$222,085	\$228,775	\$0	228,775	The increase in the Streets operating budget is the result the rising cost of materials and services, and an increase in service level due to growth, traffic, community expectations, and special events. Request includes: Materials, Supplies, and Equipment \$5,551; Uniforms and Cell Phones \$5,160; Consulting and Contract Services \$42,965; Public Notices \$2,900	Increase of \$208k recommended for Street Maintenance for additional personnel and materials. Street Maintenance is in quartiles 1 and 2 and contributes towards the Essential Council priority of Well-maintained assets and infrastructure.
Total Manage & improve storm water systems to protect stream and groundwater quality		2		\$348,715	\$1,117,032	\$1,212,919	\$0	1,212,919		
ABUNDANT, PRESERVED AND PUBLICLY-ACCESSIBLE OPEN SPACE										
Open Space	ECONOMY & COMMUNITY AFFAIRS	2	20.75	\$59,715	\$64,358	\$66,829	\$0	66,829	Increase due to a reclass of the Trails and Open Space Program Manager this position will take on an expanded role and responsibilities. \$12k total increase.	\$12k recommended for a reclass of Trails and Open Space Program Manager. This program is in quartile 2 and Abundant preserved and publicly accessible open space is a Top Council priority that this program contributes towards.
Total Abundant, preserved and publicly-accessible open space		2		\$59,715	\$64,358	\$66,829	\$0	66,829		
TOTAL		13		\$7,487,007	\$9,807,315	\$9,982,442	\$-128,212	\$9,854,231		

Complete community that values historic preservation, economic diversity, and the arts & culture

Success of this Goal is defined as:

Park City is a community where residents can live, work and play. In order to maintain Park City's appeal, PCMC invests in those areas that ensure our continued success. Through our planning and economic development efforts, we balance the historic character and small town atmosphere with the varying needs of our residents and visitors. A mix of cultures, perspectives and lifestyles is welcomed and celebrated. There are diverse job opportunities that pay a living wage and enable full-time residents to live within a reasonable distance of their jobs. Part-time residents

are welcomed, engaged and contribute to the community character. Preserving our unique history is vital to the longevity of the City's character and is at the forefront when key planning and economic development decisions are made. The impact of regional growth pressures have been managed and mitigated by Park City's ongoing collaboration with local and regional stakeholders. These cooperative efforts result in innovative economic strategies, preservation of the natural setting, and partnerships that lead to prosperity throughout the region.

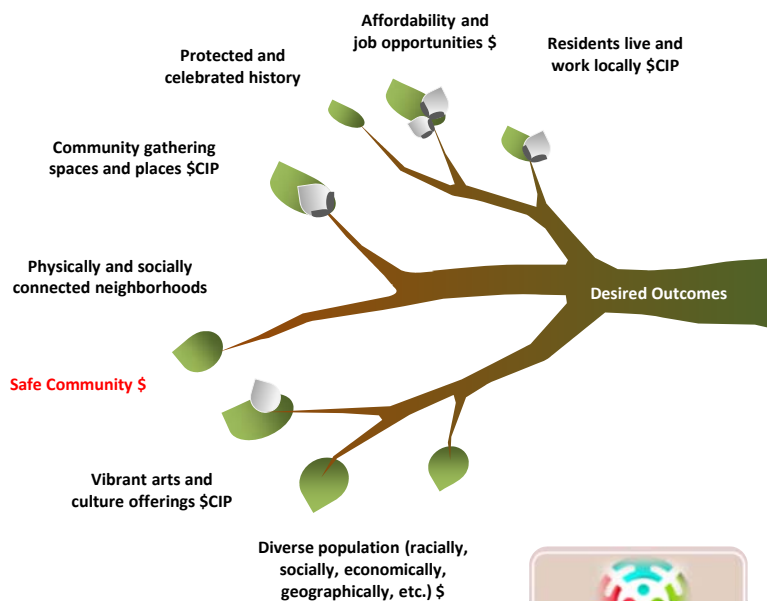
Council Priorities

Critical

- Housing: Middle Income, Attainable & Affordable Housing \$CIP

Top

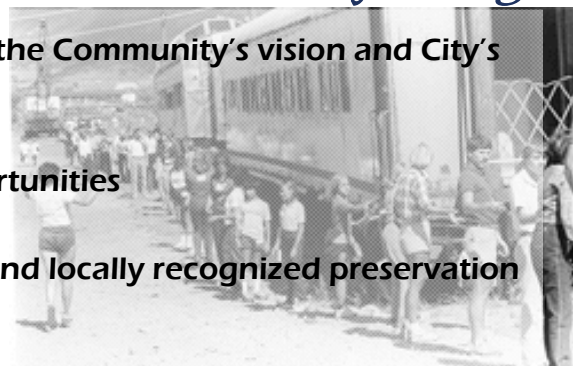
- Affordability \$
- Lower Park Avenue Redevelopment Plan \$CIP
- Historic Preservation



In the chart above a dollar sign (\$) indicates Annual Operating Budget recommended new funding allocation. A dollar sign and CIP (\$CIP) indicate recommended capital improvement funding. **Red text** indicates an 'essential' service.

Key Strategies

- Develop long range planning practices that achieve the Community's vision and City's Core Values
- Foster Affordable Housing and Senior Services
- Provide a Variety of High Quality Recreational Opportunities
- Retain & Attract Diversified Business Types
- Safeguard Historic Preservation through nationally and locally recognized preservation standards
- Emphasize & Expand Educational Aspect of Library



Key Indicators

Key Indicators Complete Community

KEY INDICATOR	YEARS								ASSESSMENT	
	2012		2013		2014		2015		Benchmark	Trend
	Excellent	Combined	Excellent	Combined	Excellent	Combined	Excellent	Combined		
Annual percent conviction rate of misdemeanor charges.	90%		90%		90%		90%		N/A	Neutral
Annual number of Building Permits.	989		1042		1350		1452		N/A	Positive
Percent of residents who rate the opportunities to attend or participate in community matters as "good" or "excellent."	45%	84%	37%	84%	37%	84%	41%	85%	Higher	Positive
Percent of residents who rate Quality of Economic Development Services as "good" or "excellent."	10%	58%	16%	57%	16%	57%	19%	69%	Similar	Positive
Number of Community Preparedness outreach items (print, radio, newspaper, web, presentations etc.).	22		33		41		44		N/A	Positive
Percent of construction projects "Substantially" completed within a construction season.	N/A		50%		40%		40%		N/A	Negative
Number of library visits per capita (annually).	14.60		14.21		7.95		12.13		Below	Positive
Annual number of planning applications.	299		396		395		420		N/A	Positive
Percent of resident who rate the quality of Police Services as "good" or "excellent."	30%	81%	34%	77%	34%	77%	38%	83%	Similar	Positive
Percentage of housing units that are "affordable."	5.0%		5.1%		5.3%		5.1%		N/A	Neutral

The Key Indicators above provide a snapshot of how the community is doing on our goal of fostering an Inclusive Community of Diverse Economic and Cultural Opportunities. Indicators were taken from Department Performance Measures as well as the National Citizens' Survey, which is given every two years. Where information is available, the indicators are benchmarked against other communities and/or trended over time to highlight areas for improvement.

***Successes, Challenges & Trends* Complete Community**

Recent Successes

- Dramatic Increase in Library Participation, Programs, and Outreach
- Library Digital Lab Model for the State
- Successful Completion of 21st Century Library
- The Library Placed on National Register of Historic Places
- National Historic Preservation grant received to complete a historic walking tour mobile app.
- McPolin Barn Historic Preservation Plan
- Improved Citizen Complaint Investigations
- Enhanced Victim Advocate Program with Full-time and Volunteer Staffing
- Financial Commitments to Affordable Housing
- Increased Protection for Historic Buildings
- New Community Development Director

Current Challenges

- Balance Between Tourism & Quality of Life for Local Residents
- Rapidly Changing Technology
- Local & Regional Growth Pressures
- Funding for Capital Projects
- Protection of Historic Fabric
- Funding for Stabilization/Structural Upgrade of Historic Barn
- Staffing Needs due to McPolin Events
- Significant Increase in Planning Application and Building Permit Submittals
- Public Safety Staffing Pressures for Special Events (24/7 supervisory coverage)
- Middle income, affordable, and attainable housing
- Impact of Regional Development
- Competing Regionally for Qualified Staff Members
- Affordable Commercial Development
- Gentrification
- Latino Outreach
- Affordable Childcare



Trends & Opportunities

- Aging Population
- Regional Collaborative Planning
- Technological Advancements in Library
- Libraries as Community Centers
- Rising Property Values
- Increased Demand for Technology
- Increased Technological Services, including New Programs & Apps
- Annexation Boundaries
- Public Private Partnerships
- 2nd Mortgage/Equity Sharing Programs
- Bonanza Park, Lower Park Avenue, & Prospector Square Area Plans
- Business Incubator
- University Partnerships
- Inclusion of Ski Era Architecture in Preservation Planning
- Latino Advocacy
- Complete Streets for Walkability & Biking

Action Plan Complete Community

Staff Action Plan

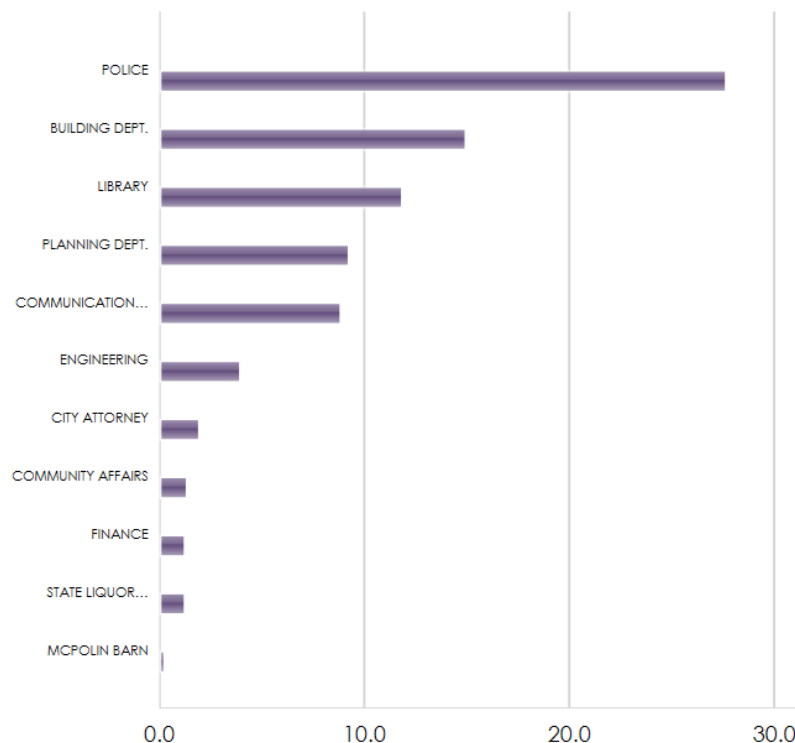
- General Plan Implementation
- Land Management Code Updates
- Lower Park Redevelopment Area Plan, including Senior & Affordable Housing
- Identify Target Properties & Development for Direct Business Recruitment Plan
- Staffing Needs due to Increased Development Activity
- Intensive Level Survey of Main Street Historic District
- Completion of McPolin Complex Preservation
- Plan and Structural Analysis
- Staffing Plan for Post-Library Expansion
- Shared Equity Tool
- Continued partnership with Summit County to update Senior Survey and New Strategic Plan
- Short and Longer-Term Affordable Housing Implementation Plans
- Develop Strategy for School District & Recreation Requests
- Revision of Housing Resolution

Budget Plan FY17 & FY18

- Building: Code Enforcement Officer and overtime budget for increase in demand due to building activity and storm water regulation
- Planning: Staff increase
- Engineering: Vehicle for MS4 requirement
- Library: Part-staff additions for increase in demand
- Police: Additional staffing and supervision to meet increasing community demands
- Dispatch: Staffing changes to meet increasing community demands



Staffing Composition Total FTE's



Strategic Planning Roadmap

For more information on Park City Municipal's strategic planning processes follow this link:

<http://www.parkcity.org/departments/budget-debt-grants/strategic-planning>

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
SAFE COMMUNITY										
Fire Safety	BUILDING	1	21.75	\$344,043	\$388,415	\$353,023	\$-81,170	271,853	The Deputy Fire Marshal Position will move into the Fire Marshal Position and the Fire Marshal will act as the Deputy Fire Marshal. Cost increase of \$8k. \$1,000 increase in books, \$201 increase in subscriptions, \$95 increase in memberships, \$560 increase in public notices, \$600 increase in mileage reimbursement, \$1,750 increase in meetings/conf travel, \$100 increase in office equip repairs and Maint, \$600 increase in Photo Copy, \$130 increase in Cellular, \$15k increase in contract services, \$2.5k increase in Equipment Rental. Total materials and Supplies increase of \$22,536.	\$130k is recommended for a Code Enforcement officer, vehicle and overtime. This is to meet the increased need for inspections with MS4 and other pressures. Building programs are in quartiles 1 and 2 and meet the essential Council priority of Well-maintained assets and infrastructure. The reclass from Deputy Fire Marshall to Fire Marshall was recommended through the pay plan process, since the new benchmark is for both positions to be paid at the same grade.
Code Enforcement	BUILDING	2	19.75	\$233,019	\$273,077	\$265,342	\$-84,790	180,552	\$8,645 for personnel, \$13,642 for Materials and Supplies. \$22,287 total.	\$130k is recommended for a Code Enforcement officer, vehicle and overtime. This is to meet the increased need for inspections with MS4 and other pressures. Building programs are in quartiles 1 and 2 and meet the essential Council priority of Well-maintained assets and infrastructure.
Abatement Fund	BUILDING	2	19.00	\$48,688	\$48,688	\$48,688	\$0	48,688		
Inspections	BUILDING & ENGINEERING	1	21.00	\$1,013,340	\$1,485,314	\$1,169,187	\$-1,049,691	119,496	Building Inspections and Office: \$336,170 total increase. \$141,790 for personnel, \$194,380 for Materials and Supplies. Engineering: Request for \$30K for vehicle resource for the engineering department. This request is for an increase in level of service to prevent Engineering from using their own vehicles. Could potentially use the \$1500 in mileage reimbursement as an offset. \$12k decrease in Scenario 1,	Engineering: \$30k increase for a vehicle is not recommended. Need was not established for the vehicle. Building: \$130k is recommended for a Code Enforcement officer, vehicle and overtime. This is to meet the increased need for inspections with MS4 and other pressures. Building programs are in quartiles 1 and 2 and meet the essential

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
									due to a one time increase in FY 16 of the same amount.	Council priority of Well-maintained assets and infrastructure.
Plan/Application Review	BUILDING, PLANNING & ENGINEERING	3	17.25	\$661,292	\$686,125	\$724,802	\$-435,990	288,812	Building Plan Examiners: \$19,290 increase in materials and Supplies and Professional Services. \$13,833 increase in Personnel. Total increase of \$33,123.	\$130k is recommended for a Code Enforcement officer, vehicle and overtime. This is to meet the increased need for inspections with MS4 and other pressures. Building programs are in quartiles 1 and 2 and meet the essential Council priority of Well-maintained assets and infrastructure.
Emergency Management	EMERGENCY MANAGEMENT & POLICE	1	21.75	\$424,774	\$424,816	\$434,907	\$-4,800	430,107	\$5k increase for the Emergency Manager moving from contract to FTR.	\$5k increase recommended because program is in quartile 1 and meets the essential Council priority of Safe Community.
Engineering Project Management	ENGINEERING	2	20.75	\$349,342	\$354,185	\$372,616	\$-35,013	337,603		
Prosecution	LEGAL	1	25.25	\$201,591	\$220,453	\$223,235	\$-45,500	177,735	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
Permitting / Current Planning	PLANNING	2	18.75	\$139,489	\$139,887	\$147,838	\$-52,243	95,596		
Planning Customer Service	PLANNING	3	15.00	\$178,269	\$178,426	\$190,650	\$-27,600	163,050		
Code Amendments	PLANNING	4	13.00	\$84,010	\$84,026	\$88,481	\$0	88,481		
Patrol Operations	POLICE	1	23.50	\$1,904,897	\$2,126,116	\$2,184,424	\$0	2,184,424	\$206k increase in personnel. Needed in order to maintain level of service for increased number of events and other demand increases for police services throughout the city.	Sergeant with Vehicle is recommended. Programs are in quartile 1 and 2, and meet the essential Council priority of Safe Community.

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
State Liquor Enforcement	POLICE	1	23.50	\$62,330	\$62,034	\$62,034	\$-62,000	34		
Traffic Enforcement	POLICE	1	22.00	\$912,849	\$940,760	\$1,047,318	\$-45,500	1,001,818	\$25k increase in personnel. Needed in order to maintain level of service for increased number of events and other demand increases for police services throughout the city.	Sergeant with Vehicle is recommended. Programs are in quartile 1 and 2, and meet the essential Council priority of Safe Community.
Dispatch	POLICE	1	21.50	\$787,308	\$905,249	\$843,610	\$-38,800	804,810	\$123k increase for reclassing Dispatcher I's and II's to Dispatcher III's. This request is designed to create space for promotional opportunity and to increase Park City's competitiveness with other organizations for Dispatchers.	\$15k is recommended for a reclass of a Dispatcher I to a Dispatcher III. Dispatch programs are in quartiles 1 and 2. Dispatch meets the essential Council priority of Safe Community.
Community Support	POLICE	2	20.25	\$549,020	\$607,292	\$618,396	\$-14,400	603,996	\$56k increase in personnel. Needed in order to maintain level of service for increased number of events and other demand increases for police services throughout the city.	Sergeant with Vehicle is recommended. Programs are in quartile 1 and 2, and meet the essential Council priority of Safe Community.
Youth Services Officer	POLICE	3	16.00	\$186,209	\$186,223	\$201,833	\$0	201,833		
DARE/Drug Education	POLICE	3	15.25	\$27,316	\$27,319	\$29,822	\$0	29,822		
Total Safe Community		34		\$8,107,788	\$9,138,405	\$9,006,205	\$-1,977,497	7,028,708		
FISCALLY AND LEGALLY SOUND										
Business Licenses	FINANCE	1	21.50	\$105,466	\$116,031	\$118,531	\$-104,904	13,627	\$107k increase for a new Accounting Manager to be on Contract. This person will be trained on their job duties for FY 2017. The Finance Manager has done her personal planning and has a clear timeline for retiring in approximately 3 years (April 2019).	\$30k recommended to allow transition of New Accounting Manager for last 1/4 of FY 17. Finance programs are quartile 1 and Fiscally and Legally sound is an essential Council priority that Finance contributes towards.
Total Fiscally and legally sound		1		\$105,466	\$116,031	\$118,531	\$-104,904	13,627		

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
AFFORDABILITY AND JOB OPPORTUNITIES										
Affordable Housing	COMMUNITY AFFAIRS	1	23.75	\$139,814	\$139,691	\$127,718	\$-56,000	71,718	Moving \$124k from Community Affairs to Community Dev Admin. \$106k in personnel for the affordable housing program manager, \$18k in materials and supplies that are associated with the affordable housing program.	
Senior Services	COMMUNITY AFFAIRS	2	18.25	\$33,923	\$34,184	\$6,339	\$0	6,339	20% of Affordable Housing Program MGR moving from Community Affairs to Community Development within same program. \$6,414 of materials and supplies also moving between those departments within same program.	
Total Affordability and job opportunities		3		\$173,736	\$173,875	\$134,057	\$-56,000	78,057		
DIVERSE POPULATION (RACIALLY, SOCIALLY, ECONOMICALLY, GEOGRAPHICALLY, ETC.)										
Special Service Contracts	BUDGET, DEBT & GRANTS	3	17.00	\$515,000	\$515,000	\$540,000	\$0	540,000		
Total Diverse population (racially, socially, economically, geographically, etc.)		3		\$515,000	\$515,000	\$540,000	\$0	540,000		
COMMUNITY GATHERING PLACES AND AMENITIES										

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Technical Services	LIBRARY	2	18.50	\$281,894	\$299,629	\$305,539	\$-4,200	301,339	The Library FY17 Budget Request is for personnel to cover an increase in business in the new library. In Scenario 2, this is for 3 PT Library Assistants (\$44,817) and 1 PT Library Clerk (\$10,579). In Scenario 3, this is for 2 PT Library Assistants (\$29,878) and 2 PT Library Clerks (\$21,158). In particular, we have experienced pressure on our room bookings and rentals in addition to an overall higher level of service with an estimated 140,000+ visitors in the library this year, up from 96,594 in the old library. Services have expanded in every way from room bookings, to information services, to purchasing and cataloging books, to checking and out of more items, and an additional demand has arisen for programs and services for youth and adult programs, computer trainings, services in the new YouCreate Lab, and more Spanish-language support services and outreach.	\$15k is recommended for a library assistant. The Library programs contribute towards accomplishing a Council Focus priority, Vibrant Arts and Culture Offerings.

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Youth & Spanish Services	LIBRARY	2	18.50	\$188,446	\$188,893	\$204,838	\$-4,200	200,638	The Library FY17 Budget Request is for personnel to cover an increase in business in the new library. In Scenario 2, this is for 3 PT Library Assistants (\$44,817) and 1 PT Library Clerk (\$10,579). In Scenario 3, this is for 2 PT Library Assistants (\$29,878) and 2 PT Library Clerks (\$21,158). In particular, we have experienced pressure on our room bookings and rentals in addition to an overall higher level of service with an estimated 140,000+ visitors in the library this year, up from 96,594 in the old library. Services have expanded in every way from room bookings, to information services, to purchasing and cataloging books, to checking and out of more items, and an additional demand has arisen for programs and services for youth and adult programs, computer trainings, services in the new YouCreate Lab, and more Spanish-language support services and outreach.	

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Reciprocal Borrowing	LIBRARY	3	17.00	\$16,592	\$16,675	\$18,075	\$0	18,075	The Library FY17 Budget Request is for personnel to cover an increase in business in the new library. In Scenario 2, this is for 3 PT Library Assistants (\$44,817) and 1 PT Library Clerk (\$10,579). In Scenario 3, this is for 2 PT Library Assistants (\$29,878) and 2 PT Library Clerks (\$21,158). In particular, we have experienced pressure on our room bookings and rentals in addition to an overall higher level of service with an estimated 140,000+ visitors in the library this year, up from 96,594 in the old library. Services have expanded in every way from room bookings, to information services, to purchasing and cataloging books, to checking and out of more items, and an additional demand has arisen for programs and services for youth and adult programs, computer trainings, services in the new YouCreate Lab, and more Spanish-language support services and outreach.	

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Adult Services	LIBRARY	3	16.50	\$249,339	\$247,829	\$268,018	\$-6,300	261,718	The Library FY17 Budget Request is for personnel to cover an increase in business in the new library. In Scenario 2, this is for 3 PT Library Assistants (\$44,817) and 1 PT Library Clerk (\$10,579). In Scenario 3, this is for 2 PT Library Assistants (\$29,878) and 2 PT Library Clerks (\$21,158). In particular, we have experienced pressure on our room bookings and rentals in addition to an overall higher level of service with an estimated 140,000+ visitors in the library this year, up from 96,594 in the old library. Services have expanded in every way from room bookings, to information services, to purchasing and cataloging books, to checking and out of more items, and an additional demand has arisen for programs and services for youth and adult programs, computer trainings, services in the new YouCreate Lab, and more Spanish-language support services and outreach.	

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Community Engagement	LIBRARY	3	15.00	\$111,283	\$112,147	\$115,264	\$-90,000	25,264	The Library FY17 Budget Request is for personnel to cover an increase in business in the new library. In Scenario 2, this is for 3 PT Library Assistants (\$44,817) and 1 PT Library Clerk (\$10,579). In Scenario 3, this is for 2 PT Library Assistants (\$29,878) and 2 PT Library Clerks (\$21,158). In particular, we have experienced pressure on our room bookings and rentals in addition to an overall higher level of service with an estimated 140,000+ visitors in the library this year, up from 96,594 in the old library. Services have expanded in every way from room bookings, to information services, to purchasing and cataloging books, to checking and out of more items, and an additional demand has arisen for programs and services for youth and adult programs, computer trainings, services in the new YouCreate Lab, and more Spanish-language support services and outreach.	

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Circulation Services	LIBRARY	2	18.50	\$297,195	\$325,983	\$338,547	\$-6,300	332,247	The Library FY17 Budget Request is for personnel to cover an increase in business in the new library. In Scenario 2, this is for 3 PT Library Assistants (\$44,817) and 1 PT Library Clerk (\$10,579). In Scenario 3, this is for 2 PT Library Assistants (\$29,878) and 2 PT Library Clerks (\$21,158). In particular, we have experienced pressure on our room bookings and rentals in addition to an overall higher level of service with an estimated 140,000+ visitors in the library this year, up from 96,594 in the old library. Services have expanded in every way from room bookings, to information services, to purchasing and cataloging books, to checking and out of more items, and an additional demand has arisen for programs and services for youth and adult programs, computer trainings, services in the new YouCreate Lab, and more Spanish-language support services and outreach.	\$15k is recommended for a library assistant. The Library programs contribute towards accomplishing a Council Focus priority, Vibrant Arts and Culture Offerings.
Total Community gathering places and ammenities		15		\$1,144,749	\$1,191,155	\$1,250,281	\$-111,000	1,139,281		
PHYSICALLY AND SOCIALLY CONNECTED NEIGHBORHOODS										
Long Range Planning	PLANNING	3	15.75	\$231,406	\$231,375	\$237,384	\$0	237,384		
Special Planning Projects - Inter-Dept	PLANNING	4	12.75	\$82,512	\$82,270	\$86,274	\$0	86,274		
Total Physically and socially connected neighborhoods		7		\$313,918	\$313,644	\$323,658	\$0	323,658		
PROTECTED AND CELEBRATED HISTORY										

Program Increases by Desired Outcome (Complete Community that Values Historic Preservation, Economic Diversity and the Arts & Culture

May 19, 2016

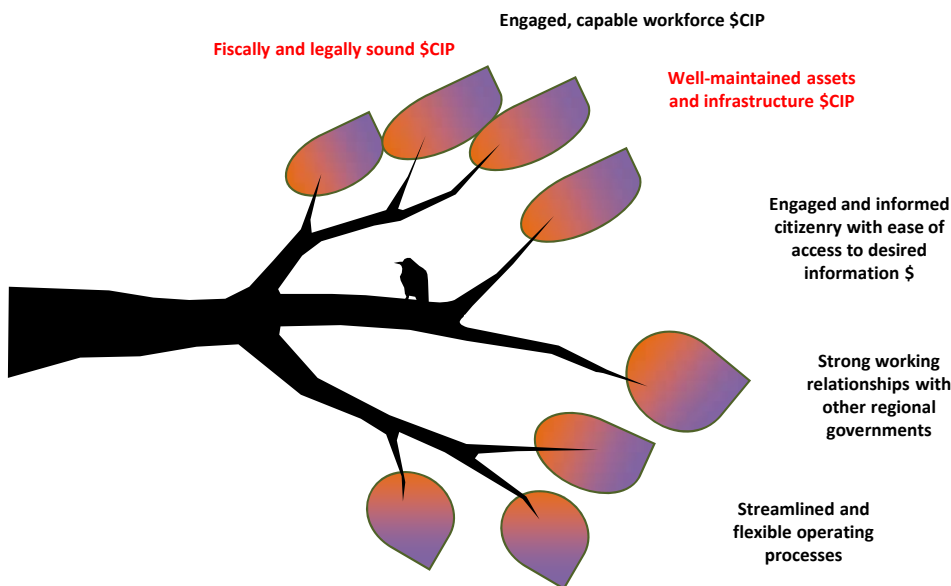
Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Graffiti Removal	STREET MAINTENANCE	3	14.25	\$20,240	\$30,092	\$28,063	\$0	28,063	The increase in the Streets operating budget is the result the rising cost of materials and services, and an increase in service level due to growth, traffic, community expectations, and special events. Request includes: Materials, Supplies, and Equipment \$5,551; Uniforms and Cell Phones \$5,160; Consulting and Contract Services \$42,965; Public Notices \$2,900	Increase of \$208k recommended for Street Maintenance for additional personnel and materials. Street Maintenance is in quartiles 1 and 2 and contributes towards the Essential Council priority of Well-maintained assets and infrastructure.
Historic District Design Review	PLANNING	3	14.00	\$215,503	\$215,536	\$225,201	\$0	225,201		
Historical Incentive Grant	PLANNING	4	12.00	\$207,136	\$207,136	\$207,136	\$0	207,136		
Total Protected and celebrated history		10		\$442,879	\$452,763	\$460,401	\$0	460,401		
VIBRANT ARTS AND CULTURE OFFERINGS										
McPolin Farm	MCPOLIN BARN	3	13.50	\$36,493	\$39,241	\$42,898	\$0	42,898	Walking Tour App yearly cost for upkeep is \$300 per year. Currently use many of hte golf shop supplies for Farm supplies, need to pay for our own supplies as necessary. Meetings/conf travel \$25, Department supplies \$300, Special Events \$2,000. Mileage reimbursement for Farm projects/events has increased. \$50 increase. Cost of doing events has increased, staff will have to cut back to two events per year if additional funding is not approved. Ticket Prices will increase for events from \$5 to \$10	Increases not recommended. This program is in quartile 3, and the need for a materials increase was not established.
Total Vibrant arts and culture offerings		3		\$36,493	\$39,241	\$42,898	\$0	42,898		
TOTAL		76		\$10,840,029	\$11,940,114	\$11,876,031	\$2,249,401	\$9,626,629		

Engaged & Effective Government and Involved Citizenry

Park City Municipal Corporation has earned the trust of the community by engaging its citizens, being responsible stewards of tax dollars and providing uncompromising quality and customer service. This is enabled by a customer-centered organizational structure; a culture that embraces accountability and adapts to change; and funding mechanisms and policies that support innovation. Investing in our people is essential to maintaining a

Success of this Priority is defined as:

high-performing and strategic-minded workforce. PCMC employees are equipped with the core skills that allow them to be self-managed, creative and flexible in anticipating and responding to community needs. Our investments are protected by ensuring that systems and infrastructure are maintained, making responsible and effective use of technology and being fiscally and legally sound.



Council Priorities

Top

- Improve multi-cultural Citizen Involvement \$
- Regional Collaboration



In the chart above a dollar sign (\$) indicates Annual Operating Budget recommended new funding allocation. A dollar sign and CIP (\$CIP) indicate recommended capital improvement funding. **Red text** indicates an 'essential' service.

Key Strategies

The following strategies have been identified as critical for achieving Desired Outcomes:

- Maintain Compliance with Financial Standards and Open Records
- Engaging the Workforce
- Access/Information
- Strategic Leadership
- Facilitate Citizen Engagement, Public Participation and Timely Communication
- Building Systems to Enhance Access to Information

Key Indicators

Engaged & Effective Government and Involved Citizenry

KEY INDICATOR	YEAR								ASSESSMENT	
	2012		2013		2014		2015		Benchmark	Trend
	Excellent	Combined	Excellent	Combined	Excellent	Combined	Excellent	Combined		
General Obligation bond rating (Fitch and S&P).	AA+		AA+		AA+		AA+		N/A	Neutral
Percent of respondents who rated the overall direction PCMC is taking as "good" or "excellent."	14%	70%	14%	64%	14%	64%	14%	51%	Similar	Negative
Percent of respondents who rated the quality of services from PCMC as "good" or "excellent."	19%	82%	24%	80%	24%	80%	22%	80%	Similar	Neutral
Percent of respondents who rate the value of services for taxes paid as "good" or excellent	19%	70%	20%	66%	20%	66%	17%	70%	Much Higher	Positive
Annual number of Audit Findings.	1		2		0		4		N/A	Negative
Percent of building repairs made within 30 days of receiving a complaint or request for service.	94%		94%		95%		94%		N/A	Neutral
Percentage of Fleet mechanic time spent servicing vehicles and equipment ("Wrench-turning" hours to total hours).	N/A		75%		79%		77%		N/A	Neutral
Percent of applicant pool qualified for the posted position.	N/A		90%		83%		44%		N/A	Negative
Percentage of Facility customer complaints responded to within 72 hours, 24 hours for minor emergencies and 2 hours for major emergencies after receiving a service request.	95%		95%		93%		95%		N/A	Neutral
Percent of respondents who rated their overall confidence in Park City as "good" or "excellent."	N/A		16%	66%	16%	66%	15%	58%	Similar	Negative
Percent of respondents who rated the overall customer service from Park City as "good" or "excellent."	N/A	78%	29%	83%	29%	83%	36%	82%	Similar	Neutral
Percent of respondents who rated the public information services in Park City as "good" or "excellent."	27%	83%	25%	82%	25%	82%	24%	78%	Similar	Negative
Percentage of respondents who attended a city-sponsored event	N/A		85%		85%		88%		Much Higher	Positive
Annual number of website hits.	1,345,654		1,267,171		1,338,493		1,284,323		N/A	Neutral
Annual number of website hits (mobile).	153,451		210,982		225,601		306,097		N/A	Positive

Successes, Challenges & Trends

The Key Indicators above provide a snapshot of how the community is doing on our goal of promoting a Responsive, Cutting-Edge, and Effective Government. Indicators were taken from Department Performance Measures as well as the National Citizens' Survey, which is given every two years. Where information is available, the indicators are benchmarked against other communities and/or trended over time to highlight areas for improvement.

Recent Successes

- Building Security Plan Completed: Library & Marsac
- New HR recruiting Software implemented saving staff time and reducing paper waste.
- Clean Audit for 2015 & 27th consecutive GFOA Excellence Award
- Upgraded 7 miles of Fiber Optic Cable to Municipal Facilities
- Initiated Projects Funded through Additional Resort Sales Tax for Open Space & Main St Projects
- Wellness Benefits Extended to Families
- Implementation of MinuteTraq and other Software
- Active Participant in Mountain Accord
- WaterSmart Implementation
- Reengaged with Sister City
- Improvement to Building Security and Employee Training
- Creation of Safety Committee and Training Program
- Upgraded Sales Revenue Bond from A+ to AA-
- Cyber Security Testing, PCI Assessment, Insurance
- Revamped Community Newsletter
- Implemented Paperless Software for Accounts Payable
- Lower Park RDA Community Engagement
- Council Funded Critical Priorities

Current Challenges

- Engaging Diverse Constituencies
- New Facilities & Greater Complexity in Operating Systems (HVAC, Fleet, New Library)
- Cost & Pace of Technology Improvements
- Resource Allocation, Staff Workload & Succession
- Limited Resources for Training, Professional, Legal and Licensing Requirements
- Increasingly Specialized Positions due to Digital Technology and Government Regulations
- Recruiting Challenges (Workforce Competition, Wages, Cost of Housing and Commuting)
- Funding Capital Improvement Program (CIP) Priorities (Recreation Master Plan, Open Space, etc.)
- Long-term Fleet Fuel Strategy (Selected Fuels, Emergency Availability)
- Cyber Security Risks and Management
- Increases to Health Care Costs and Health Care Reform
- Pending Changes to State Transportation

Trends & Opportunities

- Alternative Energy and Conservation Infrastructure for Capital Assets
- Increasing Regulatory Environment Requires Monitoring and Training for Financial Reporting
- Environmentally Friendly Cleaning Products
- Consolidation of Local Government Functions & Joint Initiatives Aimed at Overall Cost Reduction
- Technology Trends Change how People Interact with Government and each other
- Increase the Tools and Tactics Needed to Reach a More Diverse Audience and the Need for Non-English Language and Cultural Competency Skills
- Staff Specialization
- Paperless/e-filing in State/Federal Courts
- Expanding Broadband Fiber Network
- Social Media & Multi-media Citizen Engagement

Action Plan

Engaged & Effective Government and Involved Citizenry

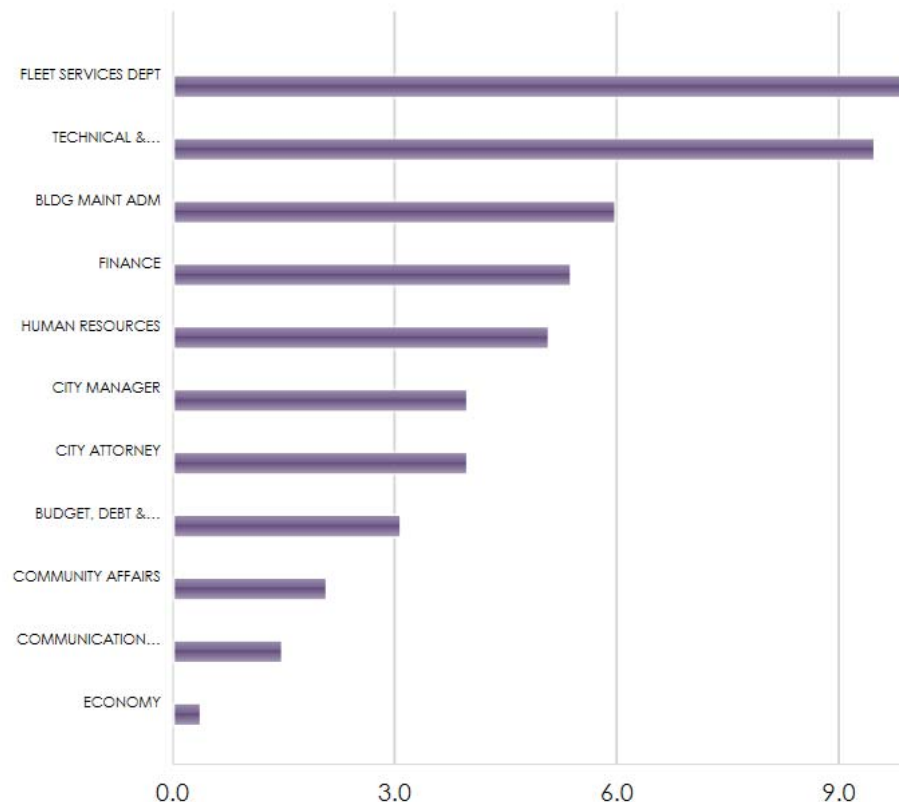
Staff Action Plan

- Citizen Engagement and Community Forums
- Expanding electronic storage for documents
- Organizational Development Program focus on customer engagement in all City departments
- Enhancing Website with more Social Media Presence
- Complete Public Works Building Security System
- Initiate Centralized HVAC Systems for Maintenance
- Complete Upgrade for Fleet Management Software with Fuel Site Integration
- Completing Paperless Criminal Prosecution
- Complete Vacation Rental by Owner Regional Survey
- Joint Council Meetings with Regional Partners
- Mountain Accord Phase II
- Consideration of Storm Water Enterprise Fund and Fee
- Digital Transit Signage
- Implementation of Pay Plan Changes
- Strategic Plan 4-year Review

Staff Budget Plan FY17 & FY18

- Community Affairs: Video production
- Building Maintenance: Library cleaning and maintenance cost increases.
- IT: Software maintenance costs.
- Finance: Contract services increases.
- City Attorney Office: Materials & supplies and part-time staffing increases.

Staffing Composition Total FTE's



Strategic Planning Roadmap

For more information on Park City Municipal's strategic planning processes follow this link:

<http://www.parkcity.org/departments/budget-debt-grants/strategic-planning>

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
FISCALLY AND LEGALLY SOUND										
Budget Preparation, Coordination, and Monitoring	BUDGET & FINANCE	1	22.50	\$122,666	\$108,507	\$134,684	\$-29,831	104,853	\$107k increase for a new Accounting Manager to be on Contract. This person will be trained on their job duties for FY 2017. The Finance Manager has done her personal planning and has a clear timeline for retiring in approximately 3 years (April 2019).	\$30k recommended to allow transition of New Accounting Manager for last 1/4 of FY 17. Finance programs are quartile 1 and Fiscally and Legally sound is an essential Council priority that Finance contributes towards.
Debt Management	BUDGET, DEBT & GRANTS	1	22.25	\$37,679	\$58,820	\$43,087	\$-15,028	28,059		
Capital Budgeting	BUDGET, DEBT & GRANTS	2	20.75	\$44,501	\$65,539	\$50,766	\$-12,492	38,275		
Revenue/Resource Management	BUDGET, DEBT & GRANTS	2	20.25	\$25,437	\$32,277	\$28,571	\$-6,187	22,385		
Grant Administration	BUDGET, DEBT & GRANTS	3	16.25	\$13,805	\$20,852	\$15,607	\$-3,599	12,008		
Analysis Resource	BUDGET, DEBT & GRANTS	3	13.75	\$50,427	\$46,975	\$56,509	\$-12,269	44,240		
Safety and Security	EMERGENCY MANAGEMENT	3	17.00	\$38,000	\$43,000	\$38,000	\$0	38,000	Requesting a \$5,000 increase over FY16 in Security Program Maintenance for video cameras and electronic door locks.	\$5k recommended for video cameras and electronic door locks
Risk Management	EXECUTIVE & LEGAL	2	19.00	\$952,888	\$954,009	\$956,997	\$-750,665	206,332	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
Accounting/Audit/Treasury	FINANCE	1	23.50	\$319,803	\$373,530	\$350,485	\$-94,294	256,190	\$107k increase for a new Accounting Manager to be on Contract. This person will be trained on their job duties for FY	\$30k recommended to allow transition of New Accounting Manager for last 1/4 of FY 17.

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
									2017. The Finance Manager has done her personal planning and has a clear timeline for retiring in approximately 3 years (April 2019).	Finance programs are quartile 1 and Fiscally and Legally sound is an essential Council priority that Finance contributes towards.
Financial Services	FINANCE	1	21.00	\$310,465	\$352,230	\$345,052	\$-148,496	196,556	\$107k increase for a new Accounting Manager to be on Contract. This person will be trained on their job duties for FY 2017. The Finance Manager has done her personal planning and has a clear timeline for retiring in approximately 3 years (April 2019).	\$30k recommended to allow transition of New Accounting Manager for last 1/4 of FY 17. Finance programs are quartile 1 and Fiscally and Legally sound is an essential Council priority that Finance contributes towards.
Local, State, and Federal Compliance	HUMAN RESOURCES	2	19.75	\$135,132	\$133,117	\$141,908	\$-44,314	97,595		
Litigation	LEGAL	2	19.75	\$84,245	\$88,885	\$93,028	\$-53,190	39,838	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
General Legal Support	LEGAL	2	19.75	\$82,542	\$103,661	\$105,554	\$-9,921	95,633	We are increasing Legal Support Services, i.e., books \$500, subscriptions \$3,120, meetings and conferences \$6,367, software \$4,012, computer equipment \$800, and cellular \$2,280, to adjust them to reflect existing actual costs/subscriptions. (17,079). We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
									This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	
Contracts/Grants	LEGAL	3	16.75	\$72,141	\$73,949	\$78,362	\$-22,409	55,952	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
Total Fiscally and legally sound		28		\$2,289,730	\$2,455,351	\$2,438,610	\$-1,202,694	1,235,916		
WELL-MAINTAINED ASSETS AND INFRASTRUCTURE										
Inspections and Contract Supervision	BUILDING MAINTENANCE	2	20.50	\$101,747	\$105,137	\$124,131	\$-14,787	109,344	\$3,000 increase to inspect and maintain the new elevator at the Library.	\$3k for elevator maintenance recommended. This program is in quartile 2, and Well Maintained Assets and infrastructure is an essential Council priority that this program contributes towards.
Janitorial Services	BUILDING MAINTENANCE	2	18.75	\$360,835	\$407,084	\$389,550	\$0	389,550	Since the renovation of the Library the cost of cleaning services and supplies has gone up an additional \$3,800 per month (\$45,600 annually).	Additional increase for level of service increase to library cleaning is not recommended. The need for this increase is unclear.
Building Repairs and Maintenance	BUILDING MAINTENANCE	2	17.75	\$371,164	\$383,721	\$461,124	\$-53,957	407,167	Library now has two boilers and 60 a/c heat pumps. \$24,000 for routine maintenance of these additional systems.	\$24k for boiler maintenance recommended. This program is in quartile 2, and Well Maintained

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
										Assets and infrastructure is an essential Council priority that this program contributes towards.
Utilities	BUILDING MAINTENANCE	3	15.00	\$212,914	\$212,914	\$188,777	\$0	188,777		
Fleet Management & Maintenance	FLEET SERVICES DEPT	2	20.00	\$2,496,841	\$3,225,825	\$2,665,244	\$0	2,665,244	Aging transit fleet requiring engine and transmission overhauls and are anticipated in the coming 2 years. Additional training is anticipated to keep up with technology trends in fleet service. \$605k increase to parts and supplies budget, among other smaller increases. Total=\$730k increase in Materials.	Decrease due to decrease in fuel costs.
Network Support	INFORMATION TECHNOLOGY (IT)	2	19.00	\$229,512	\$229,554	\$239,337	\$-45,960	193,377		
IT Utilities	INFORMATION TECHNOLOGY (IT)	2	18.00	\$126,023	\$131,015	\$134,469	\$-21,263	113,206	Broadband access and internet redundancy \$5k	\$5k recommended to keep up with inflationary pressures that have been put on IT by other City Departments. Well Maintained Assets and Infrastructure is an essential Council priority that IT contributes toward.
Systems Support	INFORMATION TECHNOLOGY (IT)	3	16.50	\$248,971	\$256,983	\$256,663	\$-49,861	206,802	Credit card processing audit/assessments \$8k	This funding not recommended due to other higher IT priorities.

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Software Maintenance/Upgrades	INFORMATION TECHNOLOGY (IT)	3	16.50	\$179,107	\$195,101	\$199,646	\$-41,773	157,873	This \$16k increase supports software and hardware maintenance of sever and network equipment.	\$16k recommended to keep up with inflationary pressures that have been put on IT by other City Departments. Well Maintained Assets and Infrastructure is an essential Council priority that IT contributes toward.
Website	INFORMATION TECHNOLOGY (IT)	3	15.75	\$82,168	\$82,246	\$87,958	\$-13,742	74,216		
GIS	INFORMATION TECHNOLOGY (IT)	3	14.75	\$111,890	\$111,530	\$115,990	\$-28,055	87,934		
Support/Help Desk	INFORMATION TECHNOLOGY (IT)	3	13.50	\$356,817	\$355,424	\$399,315	\$-29,716	369,599		
Records Management	IT & POLICE	2	19.00	\$249,678	\$318,690	\$262,992	\$0	262,992	\$67k increase for reclassing Dispatcher I's and II's to Dispatcher III's. This request is designed to create space for promotional opportunity and to increase Park City's competitiveness with other organizations for Dispatchers.	\$15k is recommended for a reclass of a Dispatcher I to a Dispatcher III. Dispatch programs are in quartiles 1 and 2. Dispatch meets the essential Council priority of Safe Community.
Total Well-maintained assets and infrastructure		32		\$5,127,665	\$6,015,223	\$5,525,197	\$-299,113	5,226,083		

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
ENGAGED AND INFORMED CITIZENRY WITH EASE OF ACCESS TO DESIRED INFORMATION										
Community Outreach and Citizen Engagement	5 CITY DEPARTMENTS	1	21.50	\$589,242	\$541,273	\$642,061	\$-117,739	524,322	Economy - \$9,000 increased based on actuals Comm. Affairs - \$15,000 in consulting (4510) for Council mandated video outreach program. Decrease of \$20k for the Community Engagement Mgr taking on a reduced role.	\$10k recommended for videos in Community Affairs. This request was voted highly by the results team, and the program is in quartile 1. The desired outcome that this meets, Engaged and Informed Citizenry, is a Top Council priority. No materials were recommended for Economy, because the need was not established.
Policy Creation & Implementation	CITY COUNCIL; EXECUTIVE; & INTERGOVERNMENTAL & ENVIRONMENT	2	19.50	\$412,518	\$462,487	\$357,525	\$-20,563	336,962	Intergovernmental: \$60k decrease in Contract personnel. Moving to Carbon Reduction.	
Emergency Communications	COMMUNITY AFFAIRS	2	17.75	\$74,900	\$83,970	\$85,195	\$-7,508	77,687	There is a requested increase in this program of about \$7k. This is a result of the Public and Community Affairs Manager going away and being replaced by the Community Engagement Manager, which position will focus more of its time on Emergency communications.	There is a net decrease to the Community Affairs department with the hiring of a new Community Engagement manager, which is replacing the Pulic and Community Affairs Manager. The Community Engagement manager will focus more time on this department, resulting in an increase.
Elections	EXECUTIVE	1	25.00	\$22,840	\$9,812	\$10,158	\$0	10,158	Decreasing Materials and Supplies by \$13k, off year of elections.	The \$13k is only needed for elections every other year.

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
City Recorder	EXECUTIVE	1	23.50	\$119,232	\$119,195	\$119,376	\$-11,956	107,420	We want to enter into a 5 year contract with Municipal Code Online, for \$2,100 per year, which is software that makes the city code searchable online, is easy to update, and links the actual ordinance to the legislative history in the code. This is cutting edge code technology!	It is recommended that this software is funded within existing resources.
Council & Board Support	EXECUTIVE & LEGAL	2	19.50	\$347,010	\$348,718	\$366,763	\$-27,816	338,947	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
Leadership Park City	INTERGOVERNMENTAL & ENVIRONMENT	4	11.50	\$91,680	\$150,397	\$153,602	\$-46,000	107,602	City Mgr: \$17.2k of the Assist. City Manager will be moving from Staff Support to Leadership. \$31.5k of Contract Asst. City Recorder is moving from Staff Support and City Recorder to Leadership. Leadership: Moving \$10k from Ingnt & Env for technical adjustment.	
Total Engaged and informed citizenry with ease of access to desired information		13		\$1,657,422	\$1,715,853	\$1,734,680	\$-231,581	1,503,099		
STRONG WORKING RELATIONSHIPS WITH OTHER REGIONAL GOVERNMENTS										
Legislative Liaison	EXECUTIVE	3	15.50	\$99,549	\$99,544	\$101,926	\$-6,978	94,949		
Total Strong working relationships with other regional governments		3		\$99,549	\$99,544	\$101,926	\$-6,978	94,949		

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
ENGAGED, CAPABLE WORKFORCE										
Staff Support	EXECUTIVE	2	18.50	\$216,335	\$216,222	\$180,903	\$-70,903	110,000	\$17.2k of the Assist. City Manager will be moving from Staff Support to Leadership. \$31.5k of Contract Asst. City Recorder is moving from Staff Support and City Recorder to Leadership. \$31.5k of Contract Asst. City Recorder is moving from Staff Support and City Recorder to Leadership.	
LEAD	EXECUTIVE & HUMAN RESOURCES	4	12.00	\$70,000	\$70,000	\$70,000	\$0	70,000		
Benefit Design/Administration	HUMAN RESOURCES	2	18.75	\$69,156	\$69,319	\$73,867	\$-22,689	51,178		
Pay Plan Design/Administration	HUMAN RESOURCES	4	11.75	\$74,662	\$74,965	\$82,454	\$-24,509	57,945		
Valuing Employees	HUMAN RESOURCES	4	11.75	\$196,262	\$197,467	\$203,984	\$-64,195	139,789		
Recruitment	HUMAN RESOURCES	4	11.75	\$100,634	\$101,199	\$109,862	\$-33,008	76,854		
Performance Management	HUMAN RESOURCES	4	10.75	\$669,496	\$668,933	\$673,971	\$-29,341	644,630		
Short-Term Citywide Personnel	HUMAN RESOURCES	4	6.50	\$59,200	\$59,264	\$61,850	\$-19,355	42,496		
Employment Review	LEGAL	2	18.75	\$57,295	\$59,103	\$61,677	\$-18,782	42,895	Legal: We are increasing Part-time personnel by \$20,627 for increased Legal Intern funding. This is in order to allow existing 2 law clerks to work to the maximum part-time allowed by the ACA.	\$20k total was recommended for the legal department for part-time personnel and materials. The legal programs are in the 1st or 2nd quartile. Fiscally and Legally sound is an essential Council Priority.
Total Engaged, capable workforce		30		\$1,513,041	\$1,516,471	\$1,518,568	\$-282,781	1,235,788		
STREAMLINED AND FLEXIBLE OPERATING PROCESSES										
Strategic Planning	BUDGET, DEBT & GRANTS	3	16.50	\$26,228	\$25,712	\$29,558	\$0	29,558		
Performance Measures and	BUDGET, DEBT &	3	13.50	\$67,711	\$30,418	\$75,633	\$-20,980	54,653		

Program Increases by Desired Outcome (Engaged & Effective Government and Involved Citizenry)

May 19, 2016

Program	Departments -	Q FY 2017	S FY 2017	BASE FY 2017	DEPT REQ FY 2017	RT/CM REC FY 2017	REV FY 2017	TOT REC FY 2017	REQUEST FY 2017	RATIONALE FY 2017
Benchmarking	GRANTS									
Dental Self-Funding	DENTAL SELF-FUNDING	3	14.00	\$200,000	\$200,000	\$200,000	\$-69,286	130,714		
Venture Fund	EXECUTIVE	4	9.25	\$10,000	\$10,000	\$10,000	\$0	10,000		
Special Meetings	EXECUTIVE	4	5.50	\$12,000	\$12,000	\$12,000	\$0	12,000		
Total Streamlined and flexible operating processes		17		\$315,939	\$278,130	\$327,191	\$-90,265	236,925		
TOTAL		123		\$11,003,347	\$12,080,572	\$11,646,172	\$-2,113,413	9,532,760		



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

In 2012 staff developed a ten year implementation plan to (re-)construct all of the Main Street streetscape infrastructure (sidewalks, curb and gutters, streetlights, benches, signage, art...) as well as the public plazas and pass-throughs to Swede Alley . This effort was part of an overall plan to respond to ongoing complaints from Main Street businesses, reinvest in some of our oldest utilities and infrastructure, and give an overall face lift to maintain our competitiveness in the destination business.

When the original downtown project plan was approved, Council asked the voters to increase the levy to the Resort Community Sales Tax by raising a half of a percent to its maximum allowable rate of 1.6%, in part, to fund the projects; the electorate concurred. The original budget for all the downtown project list was \$14.5 million, however staff has found – because of the state-wide escalation in construction costs due to the economic recovery, as well as mining-related soils that need to be addressed - that the plaza projects are costing as much as double the original cost estimates made four years ago in 2012.

Through the current City capital Improvement budget discussion, the recommended budget includes an increase in the project budget to \$18.5 million to finish the projects at a quality level of service that reflects the mountain town that we are. One of the stated goals of the voter-approved tax increase was to reinvest in the Main Street infrastructure to help generate additional (resort communities sales) tax revenues.

Respectfully:

Karen Anderson, Deputy City Recorder



City Council Staff Report

Subject: Main Street Plaza and Miners Plaza Reconstruction
Author: Jonathan Weidenhamer and Matthew Twombly
Department: Sustainability
Date: May 19, 2016
Type of Item: Informational

Summary Recommendation

Consider the update and presentation of the Downtown Plaza projects and direct staff on how to proceed with the two projects. Staff has a split recommendation on the scope of the Downtown (Brewpub) Plaza, and is unanimous in recommending moving forward on the Miner's Plaza.

Executive Summary

In 2012 staff developed a ten year implementation plan to (re-)construct all of the Main Street streetscape infrastructure (sidewalks, curb and gutters, streetlights, benches, signage, art...) as well as the public plazas and pass-throughs to Swede Alley . This effort was part of an overall plan to respond to ongoing complaints from Main Street businesses, reinvest in some of our oldest utilities and infrastructure, and give an overall face lift to maintain our competitiveness in the destination business.

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Acronyms

CIP	Capital Improvement Program
HDDR	Historic District Design Review
HPCA	Historic Park City Alliance
PAAB	Public Art Advisory Board
PCMC	Park City Municipal Corporation

The Problem

The cost of the downtown plazas has been consistently exceeding the 2012 estimated project budget. The City Manager's pending recommended budget includes an additional \$4M in capital funds to complete the total downtown project scope. There are competing goals for these funds and Council will need to balance its goals for reinvesting in Main Street with other capital, utility, and infrastructure projects.

Background

- In 2012 Park City and the Historic Park City Alliance (HPCA) developed a 10 year plan to (re-)construct all of the Main Street sidewalks and public plazas.
- In November 2013 the voters approved a one half of one percent increase in the Resort Communities Sales Tax to fund the downtown projects, open space acquisition and the Old Town Improvement Study (downtown streets & infrastructure).
- One of the primary goals of the tax increase was to reinvest in the Main Street infrastructure to help generate additional Resort Communities Sales Tax revenues.
- In 2013 the City also received \$3 million in assistance funding from the Governor's Office of Economic Development for the economic development/ transportation improvement funds for the Main Street projects.
- The highest priority of the HPCA was to construct the Park City (Brew Pub) Plaza project.
- Due to the prospect of a potential gondola at the site, the project was delayed.
- Because the Park City Plaza could not be started in the Spring of 2016 due to the public design, entitlements and permitting process, staff recommended constructing the Miner's Plaza in the Spring of 2016 to maintain momentum and deliver projects HPCA believed would be an amenity to drive incremental visitors.
- On February 4, 2016 the project team gave an update on the Miner's Plaza project and Council directed staff to proceed with the design drawings and permitting process for the reconstruction of the Miners Plaza.
- After all the stakeholder and public meeting input between August and February, the Park City Plaza conceptual design was developed based on the desired programming. City Council meetings links below.
- On February 25, 2016 Council directed staff to proceed through schematic design and develop cost estimates for various scenarios with parking on site, off site (China Bridge) and amenities for events and daily activity for the Park City Plaza.
- On March 14, 2016 the Miner's project team approached the Public Art Advisory Board (PAAB) with the concept of designing the art into the plaza.
- On April 6, 2016 staff and the design team began the Historic District Design Review process for the Miner's Plaza project.
- On April 11, 2016 the PAAB voted to approve the Miner's project "Mining Core" themed art for the plaza.
- On April 19, 2016 staff held a Project Open House at the Library. Overwhelmingly comments were very positive on proceeding with both projects.
- The following is the overall project budget:

Main Street Improvements (remaining)						
To be completed	2016	2017	2018	2019	2020 -	Total
Main Sidewalks		4th - Brew P	Lower Main	Lower Main		
		\$659,130	\$822,615	\$667,780		\$2,149,525
Brew Pub		\$7,000,000				\$7,000,000
Miner's Plaza	\$1,250,000					\$1,250,000
Coalition Plaza				\$1,500,000		\$1,500,000
Heber & Main Intersection			\$300,000			\$300,000
Park Avenue			\$250,000			\$250,000
Egyptian Pass Through		\$100,000				\$100,000
Swede Dumpster					\$40,000	\$40,000
Swede Sidewalks					\$475,000	\$475,000
4th & 5th Conversion					\$300,000	\$300,000
Schreuers Plaza					\$300,000	\$300,000
Poison Creek Park					\$120,000	\$120,000
Main - Egyptian X walk					\$110,000	\$110,000
China Bridge Restrooms					\$70,000	\$70,000
9th Street					\$100,000	\$100,000
Main - Town Lift Parking					\$100,000	\$100,000
	\$1,250,000	\$7,759,130	\$1,372,615	\$2,167,780	\$1,615,000	\$14,164,525

Past Plaza Council meetings:

8/20/15 [Council Report](#) (Page 4)
8/20/15 [Minutes](#) (Page 1)
10/22/15 [Report](#) (Page 47)
10/22/15 [Minutes](#) (Page 4)
11/19/15 [Report](#) (Page 16)
11/19/15 [Minutes](#) (Page 3)
12/17/15 [Report](#) (Page 48)
12/17/15 [Minutes](#) (Page 4)
1/14/16 [Report](#) (Page 10)
1/14/16 [Minutes](#) Page 2)
2/4/16 [Report](#) (Page 107)
2/4/16 [Minutes](#) (page 8)
2/25/16 [Council Report](#) (Page 228)
2/25/16 [Meeting Minutes](#) (Page 11)

Downtown Plaza

VISION

Park City's Main Street is one of the most iconic places in the state of Utah and in the resort destination field. It is a built testament to Park City's history as a mining town, a ski town, and an arts hub. Main Street is the backdrop for some of the most interesting and exciting events and activities in the region. The street, however, is incomplete at the south end. The "fabric of the street" on the west side ends abruptly with a below grade surface parking lot. The Plaza at the Brew Pub Parking Lot is a chance to complete the fabric of the street and provide a multi-use anchor at the south end. It is a place that can evolve with the city. The plaza has been designed as a celebration of Park City's unique sense of place and rebellious individuality.

This plaza is:

- For the locals where you can enjoy your environment, have a quick bite, take a class, play with your kids and watch the bustle of Park City pass you by;
- For numerous events, activities and partners to expand and enliven the South end of Main Street: HPCA, Sundance, Park Silly, Kimball Arts, Olympics, World Cup, Chamber of Commerce, Park City Film Series;
- For everyone to experience Park City, its authentic and unique style, its variety of experiences both intimate and world class, its moments of discovery and surprise, all coming together in one place.

PROJECT DESCRIPTION

This project is a redevelopment of the existing brew pub parking lot into an elevated plaza. The design is based around a basic event plaza space to complete the urban fabric of Main Street and establish the top of Main as a destination and draw for visitors and residents. Amenities have been added to that basic layout in order to provide a place for locals to go and hang out and a place for daily interaction and activity. Both goals identified in the conceptual design process by area residents, business owners, and project partners. The project also includes the following parking alternates:

- On-Site Alternate #1 – On-Site Parking: underground parking deck with approximately 39 spaces.
- Off-Site Alternate #2 – China Bridge Parking Deck: additional deck added to existing parking structure with approximately 70 spaces.

To truly be an amenity to Main Street it needs to serve Main Street 365 days a year. If it only draws people during planned events then it is only successful a few days out of the year. In order to accomplish this it must:

- Generate daily activity
- Allow and promote event activity
- Encourage stay and play
- Combine natural and built elements
- Be multi-seasonal

BASIC PLAZA WITHOUT PARKING (\$5,460,000)

- Flexible plaza space that can overflow into Main Street and accommodate 250 to 2000 people, thirty 10'x10' tents or one 100'x40' tent
- A new road connecting Main Street and Swede at the North end of the plaza to allow for the closure of Main Street on the plaza without affecting traffic to the parking structures and access to Deer Valley Drive
- Sloping connection from the new road to the plaza that brings Swede, Main Street and the new road together while providing an amphitheater space that is an enjoyable connection while resolving grading to the main plaza space at the Main Street Elevation

- A permanent stage for a smaller performance that can be expanded for larger events
- Restrooms
- Storage and support space for maintenance and ease of use
- Trash compactor facilities
- Green space and trees to combine the natural and built environment, a request that was affirmed in numerous interviews
- A water feature
- In lieu parking fees for 11 spaces as required

Budget: \$5,020,000

In Lieu Parking Budget: \$440,000*

Budget with In Lieu Parking Fee: \$5,460,000



ALTERNATIVE 1 - PLAZA WITH AMENITIES AND PARKING (\$8,268,000)

This design includes all the basic plaza features and amenities with a 39 stall parking garage under the plaza. The elevator will require three stops in this scenario to access the upper deck.

Budget: \$8,268,000



ALTERNATIVE 2 - BASIC PLAZA WITH PARKING (\$6,620,000) – CAN BE PHASED

This design includes all the basic plaza features with a 39 stall parking garage under the plaza. There is no elevator shown in this scenario but that could be included if desired. This project can be built so that the other building amenities (approx. \$1.8M) can be phased or built later.

Budget without elevator: \$6,448,000

Budget with elevator: \$6,620,000



ALTERNATIVE 3 - PLAZA WITH AMENITIES NO PARKING (\$6,955,000)

This design includes all the basic plaza features with the following amenities

- Two convenient food retail spaces that bookend the plaza and have a presence on Main Street.
- A Multipurpose space with support for numerous uses including community functions, interior space for events, support for non-profit functions, etc.
- An iconic sculpture that draws people up the street, makes the plaza a destination for visitors and tells the story of Park City's history
- An upper deck that allows for a multi-layered experience of the space and the city, creating another type of experience on the plaza that relates back to the city as a whole
- In lieu parking fees for 11 spaces as required

Budget: \$6,515,000

In Lieu Parking Budget: \$440,000*

Budget with Parking Fee: \$6,955,000

*Both options without parking would need to provide for required parking of the plaza either by including in their budget an additional deck added to China Bridge or some payment in lieu of provided spaces.



PARKING ON SITE

On-site parking under the plaza would be an asset to the Main Street businesses and the plaza itself. In the original conceptual design soils conditions were unknown and the assumption was that contaminated soils on site would only need to be removed if the parking was provided. Since that time an additional soils report was completed and it confirmed that soils removal would be required regardless of the project conditions so the cost associated with that work is now being carried in the plaza number and not the parking cost. This and the isolation of the storage, trash and elevator have made the cost per stall approximately \$40,000/stall at a cost of \$1,560,000 for 39 stalls.

PARKING AT CHINA BRIDGE

A feasibility study was completed in order to assess the ability to add an additional parking deck to the existing China Bridge Parking Structure. The results indicate that this should be possible barring any issues with height of the structure not meeting the zoning requirements. The cost assessment of this option also indicate a per stall cost of approximately \$40,000. This alternate would provide approximately 70 stalls. Budget: \$2,920,000.

NETZERO PLAZA

The current budget numbers above do not currently include netzero costs that would be associated with the power offsets required for the plaza. If buying photovoltaics was the preferred method to offset the energy use it would require the following additional costs:

- Basic Plaza Without Parking – 22 KW @ \$88,000
- Basic Plaza With Amenities Without Parking – 72 KW @ \$288,000
- Basic Plaza With Parking – 44 KW @ \$176,000
- Basic Plaza With Amenities and Parking – 100 KW @ \$400,000

The plaza itself does not have enough roof surfaces to provide all of the required square footage for these PV arrays and alternate locations such as China Bridge would need to be reviewed. Also the offset included here does not include power for special events, it only represents the power required to run the plaza day to day due to current uncertainty estimating the number of special events and their requirements.

PHASING

The current design could also be phased if the project required. The basic plaza with or without parking could be built and the other elements could be phased into the design at a later date. This would affect the overall location of some of the elements and would result in additional cost associated with the phasing due to escalation, demolition and engaging a contractor a second time (currently estimated at approximately \$200,000. This will be discussed further during the City Council Meeting.

ARCHITECTURAL CHARACTER AND MATERIALITY

At this point in the design process the overall shape and scale of the buildings and their penetrations has been investigated and can be seen in the attached drawings. An initial meeting with the Historic District Design Review Committee has been conducted and as the building design develop additional meetings will be scheduled to discuss actual materials and details of the aesthetics of the buildings. These graphics represent a preliminary understanding of materials but there will be numerous upcoming discussions with City during the next phase of design to make sure that the character of Main Street is carried into the plaza and the buildings have a strong relationship to the adjacent historic district.

TRAFFIC & CIRCULATION

At the time of publishing this report, findings and analysis of the traffic and circulation study were incomplete. Staff intends to present preliminary findings at the meeting on the 19th.

PLAZA REVENUE PROJECTIONS

There have been myriad discussions on including retail and restaurant type spaces as part of this project. The pros include balancing for a lack of retail across the street and drawing people to the very south end of the commercial district, along with activating the space on a daily, non-event basis thereby drawing incremental visitors to the street.

The role of local government in being a land lord in a potentially competitive role has been discussed in the context of Council's desire to support and promote locally-owned businesses. This would be an opportunity to promote those goals. Should council provide preliminary support to consider these types of spaces, we would have additional discussion on costs and process to lease or sell the spaces. Updated, cursory cost versus revenue projections:

Leasable Area								
Element	SF	\$/SF	Estimated Annual Revenue	Estimated Cost of Construction	Cost/SF	Pay back period	Multipurpose Space Assumptions	
Main Street Coffee Shop	588	\$40	\$23,520	\$187,000	\$318.03	8	Days	365
Coffee Shop Roof Deck	588	\$40	\$23,520	\$77,817	\$132.34	3	% Days Rented	60%
Coffee Shop and Deck	1,176	\$40	\$47,040	\$264,817	\$225.18	6	Rented Days	219
Plaza Restaurant	412	\$32	\$13,184	\$131,275	\$318.63	10	Average daily rental cost	\$150
Multipurpose Space	1,086	\$30	\$32,850	\$345,000	\$317.68	11	Total Annual Revenue	\$32,850
	2,674		\$93,074	\$741,091	\$277.15	8	Revenue/SF	\$30.25

Alternatives for City Council to Consider

Option	Description	Cost
Base Plaza	Basics Event Plaza with Stage, restrooms, trash compactors, landscaping	\$5,460,000
Alternative 1	Plaza with all amenities & Parking on Site	\$8,268,000
Alternative 2	Basic Plaza (no amenities), Parking on-site, restrooms, trash, elevator	\$6,620,000
Alternative 3	Plaza with all amenities. No Parking on site	\$6,955,000
Alternative 4	Basic Plaza. No parking on site, restrooms, trash, elevator	\$5,460,000

Assumptions			
All pricing includes soft & LEED cost			\$850,000
Pricing includes 10% contingency on hard costs			
Basic Plaza (only essential bldgs)			\$4,100,000
Non - Essential buildings (multi-use, retail, restaurant, etc)			\$1,800,000
Soils removal for any plaza			\$1,000,000
Parking at Brew Pub		39 stalls @ \$40k each	\$1,500,000
Parking at China Bridge		70 stalls @ \$40k each	\$2,670,000
In lieu of fee if we do no parking		11 stalls @\$40k each	\$440,000
Net Zero Off Set Incremental Cost			
	Basic plaza (no park)	22 KW	\$88,000
	Plaza w Amenities (no park)	72 KW	\$288,000
	Basic plaza with parking	44 KW	\$176,000
	Plaza w/ amenities & Parking	100 KW	\$400,000

Brew Pub Plaza Alternatives

- 1. Recommended Alternative: Staff has a split recommendation and there was not time to meet with entire internal committee to gain consensus. The Sr. Project Manager recommends we pursue the \$8.268 M project (Plaza with all amenities & parking on site):**

Pros

- a. It will best effectuate the programming goals of the stakeholders and HPCA, especially for daily activation and growing incremental visitors (including residents) to Main Street.

Cons

- a. It exceeds the \$7M placeholder in the pending, recommended capital budget.
- b. There will be additional operational, maintenance and programming costs with additional buildings.
- c. There may be a perception that the Plaza is over programmed.
- d. Some may believe it's not the City's role to drive a retail type visitor to the location.

- 2. Recommended Alternative: Staff has a split recommendation. The Economic Development Manager recommends we pursue the \$6.6M project (parking on site with phased plaza (only essential buildings initially):**

Pros

- a. It is within the \$7M placeholder in the recommended capital budget.
- b. It can be easily phased, meaning we can build the buildings later.

Cons

- a. It will not provide the support or programming needed to accomplish the daily activation goals.

- 3. Plaza with all amenities. No Parking on site (\$6.95M)**

Pros:

- a. It will best effectuate the programming goals of the stakeholders and HPCA, especially for daily activation and growing incremental visitors (including residents) to Main Street.

Cons:

- a. Lack of on-site parking may diminish foot traffic, access and convenience and tax base.
- b. Reduction of parking supply in the downtown is a critical concern.

4. Basic Plaza (only essential buildings), No parking on Site (\$5.46M)

Pros:

- a. It is within the \$7M placeholder in the recommended capital budget.
- b. It can be easily phased, meaning we can build the buildings later.
- c. There will be available funds for other immediate priorities.

Cons:

- a. It will not provide the support or programming needed to accomplish the daily activation goals
- b. Lack of on-site parking may diminish foot traffic, access and convenience and tax base.
- c. Reduction of parking supply in the downtown is a critical concern.

5. Null Alternative: If Council doesn't approve the \$3M increase in the downtown budget we will reduce scope to come within the current \$4.7M budget.

Pros:

- a. Will allow resort city sales tax to be allocated to other priorities.

Cons:

- b. We would be able to build a decent plaza but no parking, or a limited plaza with parking.

6. Environmental Alternative – The budget options above do not include a netzero option/offset for the plaza. Depending on the plaza option Council chooses, they should expect the following, incremental cost for offsetting the plaza day to day power consumption (not counting power use from events):

Alt. 1 - Plaza With Amenities and Parking – 100 KW @ \$400,000

Alt. 2 - Basic Plaza With Parking – 44 KW @ \$176,000

Alt. 3 - Basic Plaza With Amenities Without Parking – 72 KW @ \$288,000

Alt. 4 - Basic Plaza Without Parking – 22 KW @ \$88,000

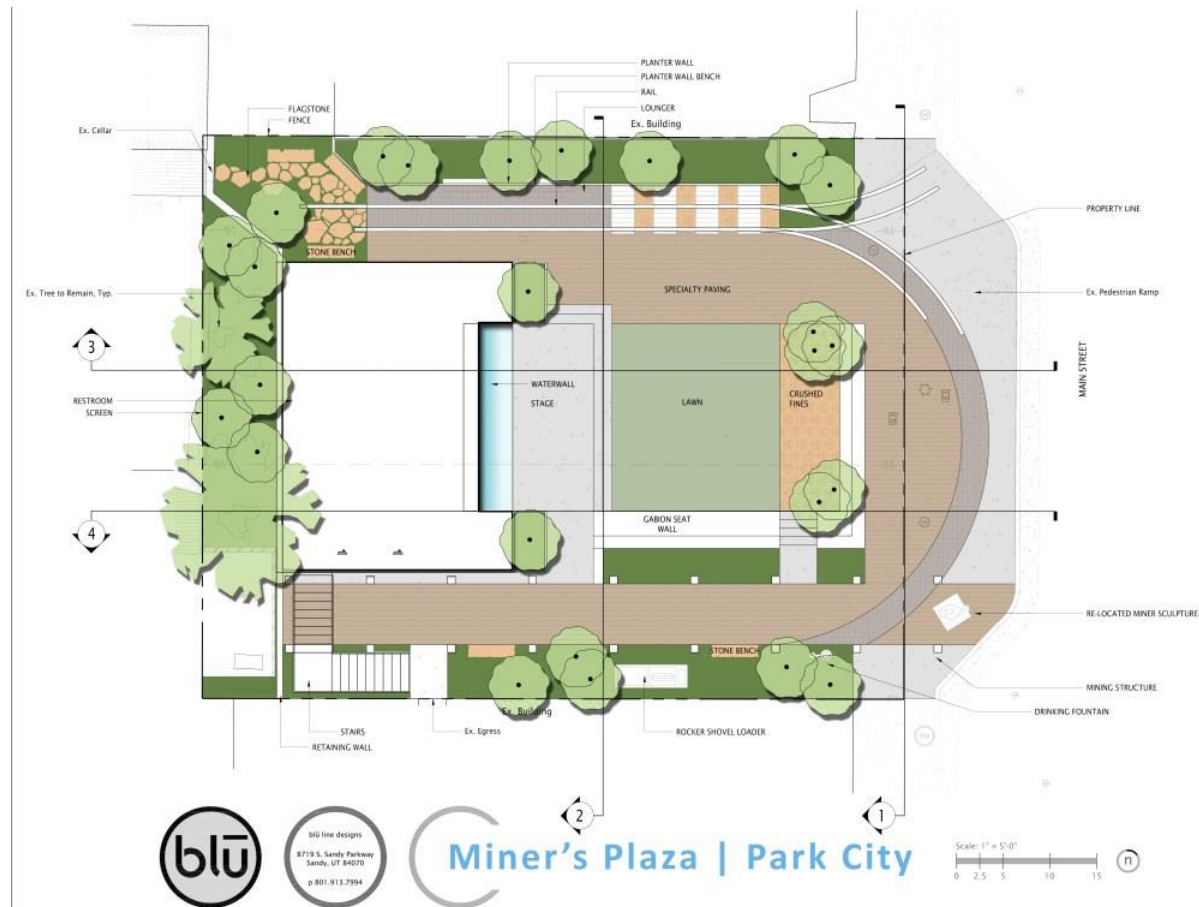
Cost Summary w/out Net Zero

Option	Description	Cost
Alternative 1	Plaza with all amenities & Parking on Site	\$8,268,000
Alternative 2	Basic Plaza (no bldg. amenities), Parking on-site, restrooms, trash, elevator	\$6,620,000
Alternative 3	Plaza with all amenities. No Parking on site	\$6,955,000
Alternative 4	Basic Plaza. No parking on site, restrooms, trash, elevator	\$5,460,000

Miner's Plaza

The Miner's Plaza is considered the "Main Street living room". The project team maintained some basic guidelines while developing the plans for the project. The team wanted to maintain a mining theme and this was reflected in the use of rock material "gabions", for the building and seat walls within the plaza. There is also the timber mine tunnel themed arbor drawing guests from Main Street into the Plaza and restroom entrances. The Jim Iver's statue, the mucking machine, and possibly a mining themed art piece will also help tie the plaza to the mining theme.

The plans balance the needs of small events and stage with the everyday needs for a gathering space. The consensus of the team was to design and bid the project with an additive alternate for a terraced gathering space on top of the restrooms and a water wall. The additive alternate could be accepted as part of the construction contract if sufficient funds are budgeted and if desired by the majority of Council. The team felt the water wall was especially important to bring movement and activation while keeping with the "living room" feel to the space.



Miner's Plaza:

- Budget is \$1.25 Million
- 75% Design Estimate for construction is \$1.1 million with contingency

- Construction costs and Soft costs including; design fees, art and miscellaneous are estimated to be within the \$1.25M budget.
- Not included within the \$1.25 M estimate is:
 - Add/Alternate for Rooftop Terrace is \$120,000.
 - Add/Alternate for Water Wall is \$85,000.
- Based on the outcome of a competitive bidding process, it is likely these additive alternates would push beyond the current budget. However, staff and the project team recommend proceeding with the drawings to allow the chance that bids come in low. The cost to design is included in the current contract.
- The terrace would allow additional seating, and vantage point viewing into the plaza. There will be screening to the residents with additional trees and shrubs.
- The water wall when used would allow for interaction with both children and adults. The public art board has had positive reaction to the water wall

Miners Plaza Alternatives

1. **Recommended Alternative:** Staff recommends we continue through the Planning and Historic District Design Review process, complete the design and bid the project in June with the two additive alternates of the terrace and water wall.

Pros:

- a. Keeps us on schedule for summer 2016 construction.
- b. Avoids projected escalation in construction costs.
- c. Delivers an amenity to Main Street;

Cons:

- a. There will be construction impacts on the immediate neighbors.
- b. Bids may come in less expensive if we release it early next spring.

2. **Null Alternative - Delay Miner's and absorb that budget into the BrewPub**

Pros:

- a. Could focus resources on HPCA's highest priority;
- b. Could expand scope

Cons:

- a. Miner's is at the end of its life cycle

3. **Environmental Alternative – the Current budget estimate is \$1.1M for construction and includes \$150k placeholder for Net Zero.** There is little opportunity to reach net zero. Solar isn't an option. Staff will pursue the most energy efficient HVAC, plumbing, and irrigation systems available.

Pros:

- a. Similar to public art, we could put the \$150k into the CIP fund to initiate another, off-site capital project;

Cons:

- a. We have additive alternative amenities that will likely exceed the budget. This money could be used to include those in the project, in particular the water wall.

Department Review

This report has been reviewed by Sustainability, City Attorney's Office, Budget, and City Manager.

Funding Source

The funding is from the Downtown Enhancements CIP, more specifically the one half of one percent Additional Resort Community Sales Tax increase.

Summary Recommendation

Consider the update and presentation of the Downtown Plaza projects and direct staff on how to proceed with the two projects. Staff has a split recommendation on the scope of the Downtown (Brewpub) Plaza, and is unanimous in recommending moving forward on the Miner's Plaza.



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL



Subject: Video Program

Author: Craig Sanchez
Department: Sustainability
Date: May 19, 2016
Type of Item: Informational

To date, staff has produced a total of four videos.

<u>Current Videos</u>	<u>Website Views</u>	<u>Facebook Views</u>	<u>Produced By</u>
Off Leash Dog Policy	744	5,251	Eclectic Brew
Council Retreat	520		Eclectic Brew
Bob Wells Plaza Dedication	102		Eclectic Brew
Courchevel Visit	48	1,084	Eclectic Brew

All of these videos have been produced by Eclectic Brew Productions. Staff has been pleased with the product and found the production team to be creative and a compelling story teller regarding various City issues. As you can see, the videos have a total of 1,414 views, which has far surpassed our initial assumptions. Expenditures to date: \$4,100, this excludes staff time.

Since the initial video we produced, staff has and continues to receive numerous requests from both staff and Council and the community on future projects. Because of this fact, we recently entered into a contract for additional video production services, with Nate Vineyard, LLC. Moving forward, we believe and hope this method of communication will continue to be a valuable piece of our internal and external outreach and engagement efforts.

Staff is also currently engaged in the following productions:

	<u>Expected</u> <u>Completion Date</u>	
Affordable Housing project	May 10	Eclectic Brew

Transportation Solutions 2016	June 15	Eclectic Brew
New Stormwater Utility	May 18	Nate Vineyard
Years-of Service Awards Dinner	June 1	Nate Vineyard
PC MARC	June 30	Eclectic Brew

In addition, we have also ordered a video camera; the software associated with this product is new and innovative and will allow us to produce both taped and live videos, in-house moving forward. The camera is expected to arrive in July. For more information on this product, visit <https://getmevo.com/>. Though this product will not replace the need for outside video production services, it will provide some ability for staff to augment the outside production with in-house production.

Video Links

Bob Wells Plaza Dedication <https://vimeo.com/158545806>

Off Leash Dogs Etiquette and Expectations <https://vimeo.com/158544141>

City Council Retreat 2016 <https://vimeo.com/160453031>

Courchevel Delegation visits Park City <https://vimeo.com/158539968>

Respectfully:

Craig Sanchez,



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

Submitted by: Rhoda Stauffer

Subject: Affordable Housing Information

In order to address a number of questions about current affordable housing needs in Park City, staff has compiled the following information.

Need: The 2012 Housing Assessment and Plan ([linked here](#)) evaluated the housing needs from a number of points of view. Total need identified ranged from 200 to 395 units; rental vs ownership units were not specified. In addition, the Market Assessment for the plan, completed by the University of Utah School of Business, identified the need for 120 rental units -- specifically for lower income households -- and 80 units for moderate-income households.

In Development: Our current pipeline of units totals well over 175 units. Included in this number are units that the City is taking the lead to complete, including 1450-1460 Park Avenue and Lower Park Avenue projections, which are scheduled to be completed in the next three years. Also included are housing obligations based on existing MPDs approved, but not completed. Those units - 45 in total - are not likely to be completed in the next five years. It should be noted that there are close to 500 units projected to be completed in the Snyderville Basin area as well, however the timeline for those units is not known.

Timeline for updated information: Staff is reviewing bids to update the market study last completed for the 2012 Plan. The market study will be expanded to include information about what type of housing product the target households will want (condos, detached houses, size of units and number of bedrooms, rental, ownership etc.). We are also requesting direction on establishing a goal for workforce households living within the City Limits. Given the close proximity of other options, such as the Salt Lake and Heber Valleys, one of staff's biggest questions is, "What type of home will workforce members buy or rent when they have the option of driving 20-30 minutes to a more desirable product for less money and no restrictions on appreciated value?" Even with the attraction of the high quality of life in Park City, this is, indeed, a difficult question to answer.

Staff is also reviewing a proposal to look at the region as one market, jointly funded. Staff has been meeting with Mountainland Community Housing Trust to outline an expansion of the market study to the Snyderville Basin area. MCHT is on contract with Summit County to address the County's affordable housing needs. The market study will take approximately 90 days to complete.

Respectfully:

Rhoda Stauffer, Housing Specialist



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

Attached for your approval, please find the minutes for May 5, 2016, and May 9, 2016. Thank you for your consideration.

Respectfully:

Michelle Kellogg, City Recorder



**PARK CITY COUNCIL MEETING MINUTES
445 MARSAC AVENUE
PARK CITY, UT 84060
SUMMIT COUNTY, UTAH**

May 5, 2016

The Council of Park City, Summit County, Utah, met in open meeting on May 5, 2016, at 2:00 p.m. in the City Council Chambers.

Council Member Beerman moved to close the meeting to discuss property, personnel and litigation at 2:00 p.m. Council Member Henney seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

CLOSED SESSION

Council Member Beerman moved to adjourn from Closed Meeting. Council Member Gerber seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

WORK SESSION

Council Questions and Comments:

Council Member Matsumoto stated she attended the Recreation Advisory Board, where allowing BMX bikes at the skateboard park was discussed. She also went to the Historic Society Board meeting, where they discussed the Daly West Mine. Matt Dias updated the Council, stating the City continued to work with the Water District at Deer Valley, the Montage and other entities in the area. Several estimates had been received to raise the head frame. He noted that the mine was not owned by the City, but felt this issue could be resolved by aligning with these entities. It was noted that the mine's hole had been capped.

Council Member Gerber stated she attended the Dog Task Force meeting, where tag programs from other cities were discussed. She attended a Recreation Facilities Master Planning meeting, and indicated they narrowed down the options of the concepts. She stated it was great to have the School District and County involved in this discussion, and suggested having a joint master planning group for housing with the same entities. Council Member Gerber related that she tried to make an offer on a home state condo this week. She found out that a family of four currently lived there and paid \$850 a month in rent. They would be evicted if she purchased it and would not be able to find any other property in town for that price. Also, only cash is accepted for this condo,

1 making her ineligible. She asked about the status of Miner's Park. Foster stated
2 normally Miner's Park would come back to the Council with a construction contract that
3 needed approval, but a status update could be scheduled sooner. With regard to master
4 planning for housing, Laurent and Stauffer could discuss this further. Council Member
5 Gerber felt it would be great to have Mountainlands, the County and the City at the
6 table. Council Member Henney stated he was in favor of this idea, but the goal had
7 always been to achieve the City housing goals within the City limits. Mayor Thomas
8 stated further discussions on this topic would be scheduled.

9
10 Council Member Beerman was supportive of following up on the housing discussion and
11 indicated it might define a regional discussion. He indicated he had attended Mountain
12 Accord meetings and they were trying to set up a permanent commission to implement
13 the principles of the Mountain Accord. He noted that the lands bill was progressing and
14 was expected to go to Washington, D.C., soon.

15
16 Council Member Henney announced Mountainlands hired Steve Laurent, Anne
17 Laurent's husband. He stated he attended a Joint Transportation Advisory Board (JTAB)
18 meeting and the City was applying for a grant to acquire six electric City buses.

19
20 Council Member Worel indicated that she attended a Board of Health meeting, where
21 they discussed making sure there was a safe water supply. There was a concern that
22 buildings were being planned without thinking about the future water supply. She also
23 went to a Peace House luncheon, where Jason Glidden spoke, and she praised him for
24 an outstanding job.

25
26 Mayor Thomas attended a Fire Board meeting, and a joint Public Art Advisory Board
27 (PAAB) meeting with the Summit County Arts Advisory Board, where they talked about
28 having an art tour on a bus. He stated that he attended the Historical Society meeting
29 as well.

30
31 **Discuss the Creation of a Youth City Council in Park City:**

32 Meg Ryan, ULCT and Park City resident, presented this item. She deferred to the
33 students who wished to speak in support of this program.

34
35 Mia Levine, Treasure Mountain Junior High, felt having this Council could help students
36 learn leadership skills, learn about government and participate in service projects.

37
38 Kalli, Park City High, stated these eight students had numerous meetings to discuss
39 how they as a youth council could help the City Council. They determined they could
40 help with the dog issue.

41
42 Shawn Ladden, stated this program would help many inside and outside the community
43 through service projects.

1 Alex Leta, Park City High, thought Park City's youth should be able to work side by side
2 with the adult City Council.

3
4 Bailey Phizer, Treasure Mountain Junior High, was anxious to volunteer to make a
5 difference.

6
7 Olivia Downs, Treasure Mountain Junior High, thought the youth council would allow for
8 the voices of youth to be heard.

9
10 Christian Gordon, Treasure Mountain Junior High, felt it would be a great opportunity to
11 work with the City Council, and would be good for future generations.

12
13 Reene Ausser, Treasure Mountain Junior High, hoped a youth council would give a
14 voice to the youth.

15
16 Ryan requested that the Council support this program. Christian Gordon stated the
17 budget would pay for service projects and a youth council conference that the students
18 would like to attend. The estimated budget was \$585.00.

19
20 Council Member Gerber asked if these students had volunteered for this. It was
21 indicated that two of the students put this concept together and then talked to others to
22 get more participation. Christian Gordon stated a survey could be posted on a youth
23 council website to hear the opinions of the students so all students could feel
24 represented.

25
26 Council Member Henney stated that in a recent public meeting, there had been a
27 request for a teen center. He asked the students present if they felt there was a need for
28 a teen center. Kalli stated this topic was not discussed as a group, but she felt it was a
29 valid need because there was no place for youth to go hang out with friends. She
30 defined a teen center as a place that would be free where teens could go and hang out
31 and not get into trouble. There would be food, but no structured activities.

32
33 Council Member Worel asked if a youth council representative would attend City
34 Council meetings. Mia Levine stated she hoped to see the group elect a youth mayor
35 and council and have someone come to the meetings. Ryan stated a charter would be
36 organized to have an official youth council.

37
38 Council Member Matsumoto asked if this would be a club at the high school. Ryan
39 stated it would be a club at both the high school and junior high school. It was indicated
40 that this item could come back for approval at the next meeting.

41
42 Julie Davis, Youth Council Association President, stated that when the charter is set up,
43 the youth council should shadow the City Council. Once it is set up, the youth city
44 council should require attendance at the City Council meetings. In Clayton City, the

1 mayor would ask for the youths' opinions during the meeting. Foster asked if there were
2 things that make a youth city council successful. Davis stated the support of the City
3 Council was critical as well as the enthusiasm of the youth.

4
5 In response to a question of membership requirements, Davis stated the requirements
6 for membership could be specified in the charter. Council Member Beerman supported
7 this program and he was excited to see these enthusiastic youth. Mayor Thomas also
8 expressed his support for this group to get organized and to serve their community.
9 Foster stated Matt Dias would help this group with the next step in getting organized.

10
11 **2016-17 City Manager's Recommended Budget: Presentation and Review:**

12 Jed Briggs and Nate Rockwood, Budget, presented this item. Briggs reviewed the long-
13 range budget strategy: a two-year budget process with fewer budget requests in the
14 "off-years." He discussed prioritization in determining budget requests. He also asserted
15 the General Fund surplus should be used for capital projects. He reviewed the priorities,
16 goals and values discussed at the Council retreat in March.

17
18 Council Member Henney thought the Council's priorities would continue to evolve,
19 which would help prioritize the budget. He thought creating the critical priority list helped
20 the City's focus on those goals, and thought the progress on the critical priorities was
21 amazing. He also indicated the General Plan should be incorporated and used in
22 parallel with the Desired Outcomes. Foster thanked him for the reminder, and said she
23 would look into it.

24
25 Briggs asked how the City could take the budget strategy and priorities to the
26 community. He also stressed that the City budgeted for outcomes (BFO) and used the
27 example of the reduction of carbon emissions as an outcome the City wanted to achieve
28 through budgeting for items that could contribute to this reduction.

29
30 Rockwood displayed a graph on projected revenues versus projected expenses. He
31 indicated the starting block was projecting revenues for the next 10 years. Then a five
32 year CIP could be estimated.

33
34 Council Member Beerman asked that the General Fund surplus be brought to Council
35 for discussion before automatically transferring those funds to the Capital Projects
36 Fund. Council Member Henney stated he would welcome that conversation mid-year.
37 Rockwood explained the surplus was calculated after the fiscal year end. Foster
38 indicated one thing to be careful of was to be of a mindset that there was money, so it
39 should be spent. The Council agreed to have Rockwood come back at a later date to
40 discuss the surplus further, and Council Member Beerman requested that some
41 examples of surplus monies from the past couple years be brought as examples.

42
43 Briggs reviewed the major operating items such as employee benefits, the employee
44 pay plan, and utilities. Health insurance had increased 16.2%. With regard to the pay

1 plan, Brooke Moss, Human Resources Manager, explained that it was becoming more
2 difficult to attract qualified employees, so the pay philosophy was changed. This was a
3 one-time adjustment to implement the pay plan, but she stressed that it was needed to
4 remain competitive in attracting and retaining employees.

5
6 Council Member Beerman asked if the demand was due to a booming economy. Moss
7 stated that was partly a reason, but in the case of the Building Department, many
8 inspectors in the State were retiring without a supply of inspectors to fill the gap, so the
9 demand was high. Council Member Beerman asked if raising fees for inspections and
10 other services could help offset the pay plan cost. Briggs stated the fees were being
11 adjusted to compensate for the higher demand in these areas. Moss also clarified that
12 the City had many employees because of the multiple services that were offered to the
13 community, and those services come with a cost.

14
15 Briggs displayed the operating increase in the General Fund based on budget requests
16 for this year, and stated he would go into more detail on this topic on May 19th.

17
18 **Update on the Recreation Facilities Master Plan (RFMP) that Park City Recreation,**
19 **Basin Recreation and the Park City School District (PCSD) Are Working to**
20 **Complete by July, 2016:**

21 Ken Fisher, Recreation Manager, stated his goal was to develop a comprehensive
22 recreation community. An advisory committee had been established with many entities
23 participating. A project website was created that had a lot of information, including
24 comments from the public and concept plans for the facilities. Three public meetings
25 had also been held, with three more meetings being planned for May and June.

26
27 Council Member Henney stated he liked the website so people had somewhere to go to
28 get information. He also asked how having the School District join the advisory
29 committee affected the plan. Fisher indicated he was excited that the School District
30 joined the County and City in this Master Planned Recreation Facilities. Council
31 Member Henney asked if there would be a major facility or several smaller facilities,
32 commenting that from the map displayed it looked like a combination of both. Fisher
33 responded that the plan would include a mix of big and small facilities. Council Member
34 Henney asked if the transportation priority played a part in the plan. Fisher stated
35 accessible transportation was being considered as facilities were being planned.

36
37 Council Member Gerber stated that not only transportation was being considered, but
38 also energy, as pools and an ice rink were being considered.

39
40 Chad Kligit stated it was good to get the School District's input with regard to these
41 recreation facilities. He hoped that the combined entities could manage the facilities to
42 keep the cost down.

Discuss Proposed Amendments to Municipal Code Title 4, Chapter 8, Regarding the Creation of a Film Permit Code:

Tommy Youngblood, Special Events, presented this item. He stated the adoption of a film code would provide uniform rules to groups requesting to film in the City. He hoped the code would put in place a time requirement for public noticing so merchants and residents would be given time to plan for the film shoot. Minda Stockdale stated this proposed code was standard with other cities. She indicated that Pasadena, CA; Asheville, NC; and Santa Fe, NM were some of the cities looked at when creating these codes. Jason Glidden stated that the group reached out to the State Film Commission, who thought the code was reasonable.

Council Member Gerber asked how many days per year major productions used Main Street. She suggested keeping track of how many days film crews were on Main Street. Glidden stated one reason for this code was because staff didn't feel like they had grounds for enforcement. Now a performance bond would be required and film crews could have part of that bond deducted for various violations.

Mark Harrington stated the State gave tax rebates to attract film crews. The crew would turn in all receipts to the State upon completion of the project to show the economic impact they had on the State. The State would then rebate a portion of the sales tax that they paid.

Council Member Henney asked about the impacts the film crews had on adjacent property owners. Glidden stated increased notification to the business owners would help them in communicating with the film crews.

Council Members Worel and Beerman stated they were happy to see the enforcement clause in this code. Council Member Matsumoto knew there had to be some flexibility with these projects, so it did have to be a balancing act.

Alison Butz stated the Historic Park City Alliance (HPCA) was aware that there were positive outcomes from having film crews come to the community. She liked the proposed code, but she was concerned that there was no appeal process. She did not want the film to take priority over other events that had been scheduled for the same time. She also suggested that monitoring be implemented so that surface parking lots on Main Street would only be used by film crews when they were filming on Main Street, and they would be required to find other parking arrangements if they filmed at other locations around town.

Council Member Beerman suggested that the City be given copies of the film crew expense report submitted to the State so the economic benefit could be tracked.

REGULAR MEETING

I. Roll Call

Attendee Name	Title	Status
Jack Thomas	Mayor	Present
Andy Beerman	Council Member	Present
Becca Gerber	Council Member	Present
Tim Henney	Council Member	Present
Cindy Matsumoto	Council Member	Present
Nann Worel	Council Member	Present
Diane Foster	City Manager	Present
Mark Harrington	City Attorney	Present
Matt Dias	Assistant City Manager	Present
Michelle Kellogg	City Recorder	Present

II. Communications and Disclosures from Council and Staff:

Brooks Robinson, Transportation Planning, advised Council on construction that would be affecting the rail trail and Richardson's Flat because of work going on above those areas. Also, the City and County were working with the Martine Company on marketing for alternative transportation.

Planning Commission Applications -Timing of Process:

Matt Dias stated last week there was a discussion on Boards and Commissions and he wanted to continue that discussion this week. Mayor Thomas stated there were two Planning Commission terms that would end in July. There was interest from both commissioners to extend their terms. Council Member Matsumoto stated she supported the extensions. Council Member Worel asked about the applicants for the position. Bruce Erickson, Planning Director, stated there had been no applicant submissions so the notice could be suspended. Council Member Beerman was also in favor of the term extension. Mark Harrington indicated the terms would continue until filled.

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

Mike Sweeney stated there was an issue on 9th Street and Park Avenue. There was a conflict of interest in signs because one sign said 3 way stop and the other sign didn't say three way stop. He passed out pictures of these intersections. He also indicated there were speed limit signs going from 25 mph to 10 mph to 20 mph and felt there should be some consistency. Mayor Thomas thanked him for his input. Foster indicated this item was sent through the Neighborhood Traffic Mitigation Program (NTMP) and the group did not come to consensus on this decision, but it was well debated, and it was decided to take down the stop sign.

Troy Daley, Street Maintenance, stated the traffic mitigation group decided the sign should be taken out. The appeal process was now beginning so the neighbors would be

1 given a chance to voice their concerns. Blake Fonnesebeck explained the process of the
2 committee reviewing a concern with regard to traffic. He noted that even though the
3 stop signs were removed, a crosswalk would be painted across the road to
4 accommodate the concerns from the public about crossing the street at that location.
5 Foster stated she emailed Cassel to move this item into the appeal process with the
6 NTMP.

7
8 **IV. Consent Agenda**

9 **Consideration to Approve the Extension of the Contract to Blynscy, Inc. in a Form**
10 **Approved by the City Attorney in the Amount Not to Exceed \$78,301:**

11
12 **Request to Authorize the City Manager to Sign the Service Provider/Professional**
13 **Services Agreement with Keller Construction for Professional Services Related to**
14 **the Construction of the Kimball Junction Transit Center in the Amount of**
15 **\$2,873,956 in a Form to be Approved by the City Attorney:**

16 Council Member Henney asked if providing Dave Gustafson as the project manager
17 was the City's contribution to this project. Blake Fonnesebeck indicated the City had the
18 grant and the County would donate the land and \$750,000. The City would also provide
19 additional funds as a contingency fund to make sure the project was funded adequately.
20 The County also agreed to spend additional money to provide parking spaces on the
21 side of the facility.

22
23 **Request to Authorize the City Manager to Enter into a Contract Addendum with**
24 **Landmark Design, in a Form Approved by the City Attorney's Office, for the**
25 **Services of Completing a Recreation Facilities Master Plan in the Amount of**
26 **\$123,850:**

27
28 **Request to Authorize the City Manager to Enter into Agreements in a Form**
29 **Approved by the City Attorney's Office With: Staker Parson Companies, for**
30 **Rotomilling, Pavement Overlays, and Utility Adjustments in the Amount of**
31 **\$605,533.92; Morgan Pavement, for Type II Slurry Seals, in the Amount**
32 **\$117,805.93; Ridge Rock, for Crack Seal, in the Amount \$86,724.00; Holbrook**
33 **Asphalt, for Trail Seal Coat in the Amount of \$25,911.90; and Advanced Paving &**
34 **Construction, for Removal and Replacement of Concrete Gutter in the Amount of**
35 **\$182,250.00:**

36
37 Council Member Matsumoto moved to approve the Consent Agenda. Council Member
38 Henney seconded the motion.

39 **RESULT: APPROVED**

40 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

V. New Business

1. Consideration of Resolution 10-2016, a Resolution Recognizing May 2016 as Mental Health Awareness Month in Park City:

Laura Wademon indicated she lived in Park City for 18 years, she worked in mental health and was a school counselor. She experienced mental illness first hand with her daughter, and because of early intervention, she has been very successful in her life.

Ed and Lynn Rutan stated the goal of Connect was to get high participation and build awareness that there is a need for more mental health services. She thanked all those who helped bring awareness to mental health.

Mayor Thomas Thomas read the resolution aloud.

Council Member Worel moved to approve Resolution 10-2016, a resolution recognizing May 2016 as Mental Health Awareness Month in Park City. Council Member Matsumoto seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

2. Park City Mountain End of Ski Season Recap 2015-2016:

Margo VanNess and Bill Rock, Chief Operations Officer of Park City Mountain Resort, presented this item. Rock showed some slides of the construction of a restaurant and the gondola that opened this past season. He stated there was double digit growth in revenue and in skier attendance. The New York Times listed Park City Mountain in the top 50 places to visit and other media sources covered the resort as well. Rock also noted that the Friends of Skiing and Mining organization was announced last weekend, which was an organization that strives to preserve mining relics. He thanked Council and staff for their support.

3. Consideration to Approve Fee Reductions in City Services for Special Events Including the Tour of Utah in the Amount of \$35,000 and 4th of July Celebration in the Amount of \$44,933:

Jenny Diersen and Jason Glidden with Special Events presented this item. Diersen explained the fee reduction process that balanced the events and helped the City and event organizers better plan for the costs of the events. She stated that Tour of Utah and the 4th of July events made fee reduction requests.

Council Member Matsumoto asked who would be invoiced if these fee reductions were approved. Diersen stated without the fee reductions, some non-profits would be invoiced, so the fee reduction allowed the City to forego invoicing those non-profits.

1 Council Member Henney asked if the \$200,000 fee reduction limit was a placeholder or
2 a line item in the budget. Glidden explained that the fee reduction had not been
3 budgeted as a line item. When Special Events received notice of the fee reduction, the
4 different departments would be notified so they could adjust their budgets accordingly
5 for that event.

6
7 Council Member Gerber asked about the Tour of Utah request. Glidden stated the City
8 saw an increased expense for the Tour of Utah, so the Special Events Advisory
9 Committee (SEAC) supported reduced fees for City services totaling up to \$35,000.

10
11 Chief Carpenter stated that security would continue for events, and when fees were
12 reduced he hoped that the extra services from his department could be offset by
13 sources outside of his budget. Council Member Worel asked how it worked to bring in
14 officers from other jurisdictions. Chief Carpenter stated bringing in officers from outside
15 Park City was less expensive than overtime for his officers. Manpower was always an
16 issue when scheduling staff for events. Council Member Henney stated he felt security
17 was an essential service and would support Chief Carpenter and his department.
18 Diersen added that at the second round of fee reductions she would report on the
19 expenditures to date.

20
21 Mayor Thomas opened the public hearing portion of the meeting. No comments were
22 given. Mayor Thomas closed the public hearing.

23
24 Council Member Matsumoto moved to approve fee reductions in City services for
25 Special Events including the Tour of Utah in the amount of \$35,000 and 4th of July
26 Celebration in the amount of \$44,933. Council Member Beerman seconded the motion.

27 **RESULT: APPROVED**

28 **AYES:** Council Members Beerman, Gerber, Henney, Matsumoto and Worel

29
30 **4. Consideration to Approve Ordinance 2016-19, an Ordinance Adopting a**
31 **Tentative Revised Budget for Fiscal Year 2016 and a Tentative Budget for Fiscal**
32 **Year 2017 for Park City Municipal Corporation and Its Related Agencies and**
33 **Authorizing the Computation of the Property Tax Rate at a No Tax Increase Rate;**

34 Mayor Thomas opened the public hearing portion of the meeting. No comments were
35 given. Mayor Thomas closed the public hearing.

36
37 Council Member Henney moved to approve Ordinance 2016-19, an ordinance adopting
38 a Tentative Revised Budget for Fiscal Year 2016 and a Tentative Budget for Fiscal Year
39 2017 for Park City Municipal Corporation and its related agencies and authorizing the
40 computation of the property tax rate at a no tax increase rate. Council Member Gerber
41 seconded the motion.

RESULT: APPROVED

AYES: Council Members Beerman, Gerber, Henney, Matsumoto and Worel

VI. Adjournment

VII. Park City Redevelopment Agency

1. Consideration to Approve a Real Estate Purchase Contract (REPC) in the Amount of \$1,100,000 with Emmett Family Trust 2015 for Parcel Number SRNYK-2, Located at 1364 Woodside Avenue:

Heinrich Deters, Sustainability, requested the agency to approve the Real Estate Purchase Contract for 1364 Woodside Avenue. Council Member Henney noted that the City had purchased property when values were low as well as high, and when there was a good opportunity the City needed to act.

Committee Member Matsumoto moved to approve a Real Estate Purchase Contract (REPC) in the amount of \$1,100,000 with Emmett Family Trust 2015 for Parcel Number SRNYK-2, located at 1364 Woodside Avenue. Committee Member Worel seconded the motion.

RESULT: APPROVED

AYES: Committee Members Beerman, Gerber, Henney, Matsumoto and Worel

VIII. Closed Session (Continued)

Council Member Matsumoto moved to close the meeting to discuss property at 6:50 p.m. Council Member Beerman seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

CLOSED SESSION

Council Member Beerman moved to adjourn from Closed Meeting. Council Member Gerber seconded the motion. Voting Aye: Council Members Beerman, Gerber, Henney, Matsumoto and Worel.

IX. Adjournment

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder



**SUMMIT COUNTY COUNCIL, PARK CITY COUNCIL, AND PARK CITY SCHOOL
BOARD SPECIAL JOINT MEETING MINUTES
445 MARSAC AVENUE
PARK CITY, UT 84060
SUMMIT COUNTY, UTAH**

**May 9, 2016
8:00 a.m.**

SPECIAL MEETING

Roll Call

Summit County Council

Roger Armstrong
Chris Robinson
Tom Fisher – Manager

Park City School District

Ember Conley – Superintendent
JJ Ehlers
Julie Eihausen
Phil Kaplan
Tania Knauer

Park City Council

Jack Thomas - Mayor
Andy Beerman
Becca Gerber
Tim Henney
Cindy Matsumoto
Nann Worel
Diane Foster- City Manager

1. Welcome and Introductions:

Mayor Thomas welcomed those in attendance and asked the group to determine a date for the next joint meeting. It was decided to hold the next meeting on September 19th at the School District Office, at 8:00 a.m. The members of the group then introduced themselves and indicated which entity they represented.

2. Transportation Planning and Projects Update:

Alfred Knotts, Park City Transportation Planning Manager, presented this item. He indicated that there were high traffic patterns in specific areas of the City between 7:00 a.m.-9:00 a.m. and between 4:00 p.m.-6:00 p.m. He hoped to meet with the School District, the transit system and big employers in order to work together to focus on alleviating traffic during those peak times.

He reviewed that he met with UDOT to discuss work on SR 248, but was told there was not adequate funding at this time to work on that project. UDOT indicated if the City could get the project to a certain point with local funding, then UDOT would be able to finish up the project within the next two to three years. One thing that would be addressed in the project was access and safety issues, especially close to the school. He requested that representatives from the School Board be on the development team for this project. City Council Member Henney asked if the curb cuts and other aspects of

1 the SR248 project would resolve the traffic congestion or would changing the start times
2 of the schools help. Knotts indicated there was a possibility that the project could take
3 care of the congestion by itself, although adjusting school start times would be helpful.
4 Knotts also reviewed that expanding the transit system into outlying areas would also
5 help alleviate the rush hour traffic. He wanted to make sure that when those services
6 were expanded, that they would be enticing to commuters so that the program would
7 succeed.

8
9 Other efforts presented about the regional transportation approach were emphasis on
10 capital, transit services, and trails. He reviewed the expanded transit service this winter,
11 and the great success that had been seen in increased rides. He felt the transit system
12 would be able to continue to handle the increased loads.

13
14 Knotts spoke about the downtown parking. City Council Member Gerber asked if the
15 resorts were involved in park and ride discussions/plans for expansion. Knotts stated
16 the resorts were involved in the planning. It was suggested that awareness campaigns
17 could be ramped up on places in town where skiers could park and then take the bus to
18 the resorts.

19
20 Knotts stated that 1.3 million car trips were eliminated each year from people using the
21 transit system.

22
23 Tom Fisher, Summit County Manager, stated the congestion on SR 224/SR 248 and
24 Kimball Junction was a peak hour and peak year problem. A lot of the workforce was
25 commuting from outside the County, which reflected on a strong economy in Summit
26 County. The County had identified some projects they would like to see happen in the
27 next few years, such as increasing transit in the unincorporated part of the County, as
28 well as some infrastructure projects, such as park and rides and employee housing. He
29 noted the County was also working under the Mountain Accord. These projects would
30 take big dollars and he asked what could be done to enhance revenue for
31 transportation. He noted there were a few tax options, but those ideas hadn't been fully
32 developed at this time.

33
34 Ember Conley, School District Superintendent, stated the School District was looking at
35 start times for the schools based on medical findings on optimal school start times for
36 children. She thought the start times that would be considered most were for Treasure
37 Mountain Junior High and Park City High School. She stated a change in these start
38 times would also impact the elementary schools because they would begin earlier and
39 end earlier. Changing school start times would affect the after school care program,
40 parents work schedules, sports and teen jobs.

41
42 **3. Recreation Master Plan Update:**

43 Ken Fisher, Recreation Manager, presented this item. He stated that all three entities
44 present today were involved in this master plan. A total of 12 sites were under

1 consideration for possible recreation facilities, which were within the City and County
2 limits. One component being worked on was how many field houses were needed. He
3 referred to a website dedicated to this project and indicated all comments from the
4 community were posted on this site, as well as the newspaper articles written about this
5 master plan. He noted that all emails the committee members had received had been
6 posted to the website as well for complete transparency. It was indicated that the
7 consultants created this website as part of their scope of work. City Council Member
8 Beerman suggested requiring posters to include their names so the comments would be
9 more constructive.

10
11 **4. Latino Advocacy Group Updates:**

12 Mayor Thomas reviewed those that made up the Latino Advocacy Group and noted that
13 the United Way representative would be leaving. He read the goals of this group which
14 included that Latino families in this community would be safe and would feel included,
15 children would receive a good education, and people would have the opportunity to earn
16 a good living. Diane Foster, Park City Manager, noted that the different organizations in
17 the area now had Spanish speaking employees who could service this segment of the
18 community. Ken Fisher noted that they had made an effort to get information in Spanish
19 to the Latino community regarding recreation activities, but participation remained low
20 for this segment of the population. Mayor Thomas stated a third of the community was
21 Latino. He thought it would take a long time to get this group fully integrated into the
22 community, and the City would continue in this endeavor.

23
24 A School District member indicated that some Leadership Program participants were
25 involved in a program that would focus on Latino issues, and wondered how that
26 program was progressing. Matt Dias, Assistant City Manager, stated the committee of
27 the Leadership group could be changing its focus because of the broadness of the
28 issue. Mayor Thomas stated that in listening to the Latino leaders, Latinos wanted to
29 have a place in the community.

30
31 City Council Member Henney stated this problem had been around awhile and he asked
32 why the shift in awareness had increased only lately. Diane Foster stated home prices
33 were increasing and the City now had a priority for affordable housing, the School
34 District had made Latino issues a priority and the United Way came in with Latino
35 issues as a focus. Tom Fisher stated the County also took an interest in Latino issues
36 because the Summit County Health Department saw such an increase in services
37 provided to this segment of the community. Basin Rec was trying to work with Latinos
38 as well.

39
40 City Council Member Gerber stated she heard the dual immersion program in the
41 community had empowered the students and parents. It was suggested that English
42 lessons be offered via the radio so Latinos wouldn't need to leave their homes or look
43 for childcare in order to learn English. Discussion ensued on different successes with
44 regard to Latino integration into the community.

1 **5. Schools Update:**

2 Ember Conley, School District Superintendent, presented this item. She discussed the
3 facility expansion for the high school, and thought firmer plans would be made by
4 March, 2017. The School Board would also be considering the pros and cons on the
5 5th-8th grade school model. She noted that Trailside and Parleys Park were at capacity,
6 McPolin added more teachers at each grade level, and the curriculum was changed,
7 and a new school needed to be built, but the details had not yet been worked out.
8 Conley also indicated the School District just approved the expenditure of \$610,000 to
9 change out all the lights in the School District to LED lightbulbs.

10
11 City Council Member Beerman indicated a group of students from Treasure Mountain
12 Junior High and Park City High School came to the last City Council meeting and
13 proposed a youth city council. They would form a club at the respective schools and
14 work with the City Council on different issues within the community.

15
16 **III. Adjournment**

17 With no further business, the meeting was adjourned.
18
19
20

Michelle Kellogg, Park City Recorder



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

At the October 6, 2015 site visit and work session, the Applicant presented a possible amendment to their Subdivision and Plat Amendment application which they call the Gully Plan. At the work session, the City Council rejected the request for the amended Subdivision and Plat Amendment plan to only be reviewed by the City Council. Based on the discussion at work session with the stipulation of the Applicant, staff recommended that the amended Subdivision and Plat Amendment plan be remanded back to the Planning Commission for its review and recommendation.

On October 29, 2015, the City Council remanded the Alice Claim Subdivision and Plat Amendment back to the Planning Commission. The Planning Commission at the request of the applicant will be reviewing the Subdivision and Plat Amendment during the May 25, 2016 Planning Commission meeting.

On April 19, 2016, the applicant requested that the City Council remand their appeal back to the Planning Commission in order for them to reconsider their Conditional Use Permit due to the fact that the Plat Amendment/Subdivision being considered is substantially different than the original plan reviewed by the Planning Commission; the revised Conditional Use Permit is inextricably tied to the plan which has been significantly amended; and, at least one (1) of the Planning Commissioners requested that they review the Conditional Use Permit along with the revised plan.

Respectfully:

Francisco Astorga, Senior Planner



City Council Staff Report

PLANNING DEPARTMENT

Subject: Alice Claim Appeal of Denial of Conditional Use Permit for Retaining Walls over Six Feet (6') in Height
Project #: PL-15-02669
Author: Francisco J. Astorga, AICP, Senior Planner
Date: 19 May 2016
Type of Item: Consent – Remand of Appeal of Conditional Use Permit Denial

Summary Recommendations

Staff recommends that the City Council remand the appeal of the Planning Commission's denial of the Alice Claim Conditional Use Permit for retaining walls over six feet (6') in height located at approximately Alice Claim south of intersection of King Road, Ridge Avenue, Woodside Gulch and Sampson Avenue to the Planning Commission for its Final Action on the amended application (aka the Gully Plan). The applicant has requested and stipulated to this remand.

Topic

Applicant: King Development Group, LLC ("Applicant" or "King Development")
Location: Alice Claim south of intersection of King Road, Ridge Avenue and Sampson Avenue
Zoning: Historic Residential-1 and Estate Districts with Sensitive Lands Overlay
Adjacent Land Uses: Open Space and Residential (developed and undeveloped)
Reason for Review: Appeals of Planning Commission Action on Conditional use Permits are reviewed by the City Council

Executive Summary

At the October 6, 2015 site visit and work session, the Applicant presented a possible amendment to their Subdivision and Plat Amendment application which they call the Gully Plan. At the work session, the City Council rejected the request for the amended Subdivision and Plat Amendment plan to only be reviewed by the City Council. Based on the discussion at work session with the stipulation of the Applicant, Staff recommended that the amended Subdivision and Plat Amendment plan be remanded back to the Planning Commission for its review and recommendation.

On October 29, 2015, the City Council remanded the Alice Claim Subdivision and Plat Amendment back to the Planning Commission. The Planning Commission at the request of the applicant will be reviewing the Subdivision and Plat Amendment during the May 25, 2016 Planning Commission meeting.

On April 19, 2016, the applicant requested that the City Council remand their appeal back to the Planning Commission in order for them to reconsider their Conditional Use Permit due to the fact that the Plat Amendment/Subdivision being considered is

substantially different than the original plan reviewed by the Planning Commission; the revised Conditional Use Permit is inextricably tied to the plan which has been significantly amended; and, at least one (1) of the Planning Commissioners requested that they review the Conditional Use Permit along with the revised plan.

Staff recommends that the City Council remand the Appeal of Conditional Use Permit for retaining walls over six feet (6') in height back to the Planning Commission for their reconsideration.

Notice

The property was posted and notice was mailed to property owners within 300 feet on May 12, 2016. Legal notice was published in the Park Record on May 7, 2016 according to requirements of the Land Management Code.

Public Input

There has been extensive public comment on this application. This remand will allow the Planning Commission to reconsider the Conditional Use Permit for retaining walls over six feet (6') in height from final grade based upon the amended plan and consider any comments on the amended plan.

Process

If remanded the Planning Commission will reconsider the Conditional Use Permit for retaining walls over six feet (6') in height and may take Final Action. That Final Action may be appealed to the City Council following the procedures found in LMC § 15-1-18.

Alternatives

- The City Council may remand the Appeal of the Alice Claim Conditional Use Permit for retaining walls over six feet (6') in height from final grade to the Planning Commission for its reconsideration and Final Action; or
- The City Council may consider the Appeal for the Alice Claim Conditional Use Permit for retaining walls over six feet (6') in height from final grade and ask staff and the applicant to come back with presentations on the appeal.

Consequences of not taking the Suggested Recommendation

The Council would not have the benefit of the Planning Commission's reconsideration of the Conditional Use Permit on the amended application (aka the Gully Plan).

Recommendation

Based on the discussion at the October 6, 2015 work session, the remand of the Alice Claim Subdivision and Plat Amendment on October 29, 2015, the inextricable overlap of the applications and the request and stipulation of the Applicant, Staff recommends that the Appeal of the CUP for retaining walls ten feet (10') in height from final grade application be remanded back to the Planning Commission for its reconsideration.

Exhibits

Exhibit A - Applicant's Letter dated 19 April 2016



LANDSCAPE ARCHITECTURE | LAND PLANNING | ECOLOGICAL PLANNING | URBAN DESIGN

19 April 2016

Mr. Francisco Astorga
Park City Planning Department
445 Marsac Avenue
Park City, Utah 84060

RE: Alice Claim Conditional Use Permit for retaining walls up to 10' in height. (Application PL-15-02669)

Dear Francisco,

On behalf of the applicant, King Development Group, LLC, I request City Council to remand Application PL-15-02669 back to the Planning Commission to be reconsidered, along with the alternative "gully plan" for the following reasons:

1. The alternative "gully plan" is substantially different than the "current plan" that received a negative recommendation from the PC.
2. Once the Planning Commission gave the current plan a negative recommendation, they were unwilling to approve the CUP for the entry walls because they viewed the CUP as tied to the subdivision plan.
3. The revised CUP application that was submitted with the "gully plan" and other plat amendment applications has significant differences than the original application. For example, a third terrace was added to reduce maximum wall height and additional landscape planting has been proposed.
4. Commissioner Joyce expressed a strong opinion that the CUP should be brought back so that it could be considered with the "gully plan" applications in the last work session.

We believe the alternative "gully plan" resolves all the issues expressed by the Planning Commission in the hearing when the Commission recommended denial of the Subdivision/Plat Amendment Application and subsequently denied the associated CUP. Remanding the CUP back to the Planning Commission allows them to holistically review the new development proposal.

Thank you for your ongoing assistance.

Respectfully,

DHM Design Corporation

Marc Diemer
Associate Principal



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

As part of the Public Utilities Department's asset management program, the Thaynes Canyon Subdivision Improvements Project consists of replacement and upgrade of waterlines, and sewer and storm drain improvements. The project has been planned as a joint project between Park City Public Utilities and Snyderville Basin Water Reclamation District. The project will consist of replacing existing inadequate water lines to four Cul-de-sacs that have been subject to breakage in recent years, as well as upgrades to storm drainage and elimination of gutter pans at each cul-de-sac entrance that have caused damage to cars and plows.

Respectfully:

Nicholas Graue, Water Project Engineer



City Council Staff Report

Subject: Thaynes Canyon Subdivision Improvements Project,
Authorization of Project Agreement
Snyderville Basin Water Reclamation District

Author: Griffin Lloyd, Public Utilities Project Manager

Department: Public Utilities

Date: May 19, 2016

Type of Item: Administrative

Summary Recommendation

Staff recommends Council authorize an agreement between Park City Municipal Corporation and Snyderville Basin Water Reclamation District, for the Thaynes Canyon Subdivision Improvements Project in an amount not to exceed \$328,856.30.

Executive Summary

As part of the Public Utilities Department's asset management program, the Thaynes Canyon Subdivision Improvements Project consists of replacement and upgrade of waterlines, and sewer and storm drain improvements. The project has been planned as a joint project between Park City Public Utilities and Snyderville Basin Water Reclamation District. The project will consist of replacing existing inadequate water lines to four cul-de-sacs that have been subject to breakage in recent years, as well as upgrades to storm drainage and elimination of gutter pans at each cul-de-sac entrance that have caused damage to cars and plows.

Acronyms

The following acronyms and abbreviations have been used in this report:

City	Park City Municipal Corporation
SBWRD	Snyderville Basin Water Reclamation District

The Problem

Each of the Thaynes Canyon Subdivision cul-de-sacs extending from Prospector and Payday Drives were originally constructed with a two-inch water main line serving as many as four homes in the cul-de-sac. The existing pipe size and the pipe material, which is thin-walled PVC and subject to water breaks, is inadequate to properly serve the properties and does not allow proper flushing of the dead-end water mains to address water quality considerations. Gutter pans were placed at the entrance of the cul-d-sacs as a mean to direct flows to inlets further down the road. The severe dips at the intersection are a source for vehicle damage from rubbing against pavement, as well as causing damage to plows during snow removal.

Background

On February 25, 2016, Council approved a request to contract with Horrocks Engineers for the design and construction services of the Thaynes Canyon Subdivision Improvements in the amount of \$43,408.00

<u>Date</u>	<u>Item</u>
February 25, 2016	Consent Agenda Staff Report (Page 124)

Alternatives for City Council to Consider

A. Recommended alternative:

Staff recommends Council authorize the agreement with the SBWRD to enable replacement and improvement of existing water services, storm water collection, and roads.

Pros – Elimination of gutter pans will result in a higher Level of Service to customers and reduced maintenance costs.

– Upgrade of water services will provide improved water service and fire flow conditions

Cons – Capital cost impacts

B. Null Alternative:

Council could choose not to authorize the agreement.

Pros – Funds allocated for this project could be used for other asset management projects.

Cons – Water lines would remain undersized restricting building construction and a reduced Level of Service to customers.

– Higher maintenance costs from existing substandard water line materials
– Gutter pans would remain a source of potential damage to vehicle and plows.

Analysis

The request for bid proposals for the Thaynes Canyon Subdivision Improvements Project was advertised in the Park Record on 4/16, 4/23, 4/27, 4/30 & 5/4, 2016, online at utahlegals.com, SBWRD website, and Utah Bid Sync starting April 14, 2016. Four proposals were received and opened on May 5, 2016. The following summarizes the pricing evaluation of the bid proposals

Bidder	Total
Engineers Estimate	\$544,502.50
VanCon	\$689,606.50
Beck Construction	\$852,500.00
Counterpoint Construction	\$874,486.00
Geneva	\$1,099,417.45

VanCon Inc. is the lowest responsive bidder. Bid documents have been reviewed by staff and no issues were discovered. After discussions with the contractors on their bids, the bids were higher than the engineers estimate because of the potential of ground water in the area mainly affecting the sewer prices because of the depths. Of the total bid price Park City Municipal will be responsible for \$328,856.30, of which the

following departments will be responsible: Water \$200,057.50, Stormwater \$48,350.00, and Streets \$74,848.80. SBWRD will award the bid to the successful bidder and enter into a contract with them for the project. SBWRD will be paying for the entire project and PCMC will be reimbursing SBWRD for the work identified in this report.

Department Review

This report has been reviewed by representatives of Public Utilities, City Attorney's Office, City Engineer's, and the City Manager's Office. Comments have been integrated into this report.

Funding Source

The funding for the project is part of the approved 5-year Water and Storm Water CIP and the FY 2016 and 2017 Streets annual budget.



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

Meg Ryan, Utah League of Cities and Towns, has been working with youth from Treasure Mountain Junior High and Park City High School to generate interest in forming a club that would formally be the Park City, Youth City Council. This Youth Council would meet regularly at the school and work on projects assigned by the City Council and staff.

Respectfully:

Michelle Kellogg, City Recorder



City Council

Subject: Youth Council Resolution

Author: Matthew Dias

Department: Executive

Date: 5/12/2016

Type of Item: Administrative

Summary Recommendation

As a result of previous Council direction provide at the May 5, 2016 meeting, staff recommends approving the establishment of a Youth City Council for Park City, Utah. In addition, staff is seeking a Council Liaison to work with the Youth Council moving forward.

Executive Summary

Meg Ryan, Land Use Planning Manager – Utah League of Cities and Towns, has been working with students from Treasure Mountain Junior High and Park City High School to generate interest in forming a Park City, Youth City Council. Youth Councils, an already popular program in many other cities across Utah, provides students in grades 9-12 with an opportunity to shadow a City Council to learn more about local government, public policy, and community services.

As presented on May 5, the new Park City, Youth Council would meet regularly at their school and work on various projects assigned by the City Council and City staff.

The Opportunity

There are 89 cities in Utah that already have Youth Council's. On May 5, City Council indicated that they were supportive of the opportunity for youth to feel better represented in their community and develop leadership skills by working with their elected officials and City staff. Further, the Youth Council program would facilitate a greater knowledge of, and appreciation for, the local political systems in Park City through active participation by students and youth and their families. In addition, the Youth Council would promote community participation by some of the youngest members of our community, who are often not included in the more traditional aspects of policymaking and public meeting processes.

Date

Item

May 5, 2016 YOUTH COUNCIL DISCUSSION (Page 4)

<http://parkcityut.igim2.com/Citizens/FileOpen.aspx?Type=1&ID=2135&Inline=True>

Alternatives for City Council to Consider

1. Create a Park City, Youth City Council

Pros

- Helps City Council reach students and youth within our community
- Teaches students about the political process via active participation

- Helps the City with various projects and additional perspectives during the policy making process
- Develops leadership and lasting skill sets for our community's future leaders
- Provides for student insight into local government careers they may want to consider for the future

Cons

- More time and effort on the part of the Council and staff
- There is a very minor financial impact associated with the creation of a Youth Council (likely accommodated within existing operations)

2. Null Alternative: Council could choose not to create a Youth Council.

Pros

- No budgetary impact nor additional staff time expended on initiatives outside of critical priorities

Cons

- Lost opportunity to engage students and youth in our community in our policy making process
- Park City would continue to be one of the few Cities at the ULCT's Annual Conference without a Youth Council

Funding Source

Staff is working to determine a funding source(s) in the FY2017 budget. The proposed itemized budget (\$1,630) is attached and likely to be funded within existing resources:

Attachments

1. Application Instructions
2. Application Form
3. Draft Budget
4. Charter Draft

DRAFT 4/16

Park City Youth Council Application Requirements

To apply:

Read the requirements. Fill out an application. Have an interview and get ready to serve!

Thank you for your application to serve on the Park City Youth Council (PCYC). If you are selected, this program will provide you with a great opportunity for leadership, community involvement, and service. Part of the application process includes you completing the activities listed below. Failure to complete any of these requirements may keep you from being accepted on the council.

The Park City Youth Council will serve from September 2016 to April 2017. Selected candidates must be willing to do the following: 1. Attend at least 75% of all youth council meetings and service activities throughout the year. 2. Set a proper example to the community at all times. 3. Actively participate in all meetings and activities. We will meet the 1st Thursday of every month at 5:30 pm. We will have two service activity per year which will qualify for any National Honor Society credits. 4. Attend the Local Officials Day at the State Capital on January 25th, 2017 for an all -day event with city officials, state legislatures and other Youth Councils from around the State.

- Attend one Park City Council meeting prior to your interview, at Marsac City Hall. You can find the agenda here <http://www.parkcity.org/government/city-council> . You must sign in to get credit for being there. Plan to attend for at least one hour to observe how these meetings are conducted, who runs the meeting, and how discussions take place. It is important to understand that the Park City Youth Council is run the same way.

- Everyone who completes the above-mentioned requirements will have a personal interview with PCYC leaders on September at City Hall. If your last name begins with A-K, come between If your last name begins with L-Z, come between Upon completion of the interviews, we will select our new Park Youth Council and notify all applicants by email. You will be notified in that letter of our first meeting time and place.

**PARK CITY YOUTH COUNCIL
APPLICATION FORM**

Name: _____

School Attending: _____

Grade: _____ Current GPA: _____

Address: _____

Home Phone: _____

Alternate Number (cell phone): _____

Email address: _____

Parent/Legal Guardian Name(s): _____

List all the extracurricular activities and community services you currently participate in and the activities you plan to be involved with for the upcoming school year.

Describe one leadership experience which has strengthened your leadership ability.

Complete the following sentences:

Some activities I would like to suggest for the Park City Youth Council are:

I would like provide leadership for the Park City Youth Council because:

I feel that I could contribute to the Park City Youth Council because:

Being a leader in the Park City Youth Council is a commitment of time – for meetings, assignments, and activities. I plan and promise to make Youth Council a priority by:

Are you interested in serving in a special role or position? Please see attached charter for positions.

Please have one adult (not family) write a Letter of Recommendation about why you should be chosen for the Park City Youth Council.

I, (applicant's printed name)_____ certify that all the information stated above to be true to the best of my knowledge.

Applicant's Signature_____

Parent's Signature _____

NOTE TO APPLICANTS: Remember to attach your Letter of Recommendation to the back of this Application Form.

**PARK CITY YOUTH COUNCIL
Proposed Budget Requests**

<u>Description:</u>	<u>Estimated Cost:</u>
Creation of Web page on Park City Municipal Site	In kind by City
Purchase of PCYC shirts with logo	\$250.00
Materials for special events as detailed by Council	\$250.00
Registration for Utah League of Cities and Towns	\$780.00 estimated
Local Officials Day January 2016 (\$60 each)	
Transportation of PCSD Bus to event in January	\$350.00
 Total Request:	 \$1,630.00

Park City Youth Council Charter

Draft 4/16

Purpose:

1. The Park City Youth Council gives students in grades ninth through twelfth enrolled in the Park City School District an opportunity to shadow the City Council in Park City a great opportunity for education about local government, leadership, community involvement, and service.
2. The members of the Park City Youth Council will be a voice for the students of Park City where their voices matter by hosting and participating in service projects with the City Council.
3. To provide an opportunity for the youth of Park City to acquire a greater knowledge of and appreciation for the political system through active participation in the system.
4. To help the local officials solve problems and accomplish the goals of this community by working directly with the representatives of the youth.
5. The Park City Youth Council will strive to serve the Park City community by:
 - Informing the Park City Government of the needs and wishes of the youth.
 - Working with local officials, school administrators, chambers of commerce, civic clubs and service organizations to provide service and leadership opportunities in government for the youth of the city.
 - To instill a feeling of positive self -worth and esteem. To teach respect for the rights and property of others. To promote community pride and eliminate potential negative influences among our future community leaders.

Structure:

The Park City Youth Council will be constructed of a mayor and five board members with predetermined jobs. Members who are not on the board are known as “Youth Council Members” and will be selected based off their application by the Youth Council interview panel.

Youth Council Positions:

1. Mayor
2. Mayor Pro- Tem (acts as a Council member)
3. 4 City Council Members
4. Treasurer
5. Secretary
6. Web page administrator
7. Public Relations/Events Chair
8. Photographer
9. Media Liaison

Duties and Responsibilities:

1. Meet once a month or as needed to conduct council business.
2. To present the Charter to the locally elected officials and all amendments for their approval.
3. To pass motions and resolutions as necessary by a majority vote. A majority vote is one vote more than one-half the voting members who are present. All council and committee members may vote.
4. To carry out the purposes of the youth council as outlined in this Charter.
5. To plan activities for the youth of Park City, coordinating all such activities with the city council representative and the Youth Council Advisors.

What we do:

- We get involved with the local government and give students a voice.
- We do community service to help the community with the direction of the Park City Council.

Limitations of the Youth Council:

1. The youth council must have 8 members present to conduct business.
2. The agendas of all youth council meetings are to be posted publicly at least two days before each meeting on the web site.
3. All activities are to be coordinated with youth council advisors and the city council representative.

Responsibility and Authority of the Youth Council Mayor:

1. To plan and conduct all youth council meetings.
2. To carry out decisions of the youth council.
3. To meet periodically with the youth council advisors, the city council representative, and other officials as necessary to provide for proper planning and coordination.
4. To propose to the youth council plans designed to assist in the fulfillment of the purposes of the youth council.
5. To vote only in case of a tie.
6. To assign each youth council member areas of responsibility.
7. To serve one term of office for 4 months.

Responsibility and Authority of the Youth Council Mayor Pro-Tem:

1. To attend youth council meetings.
2. To carry out assignments of the youth council.
3. To provide leadership to the council by meeting with the youth mayor and

advisors.

4. To meet periodically with the youth council advisors, the youth council mayor, and other officials as necessary to provide for proper planning and coordination.
5. To act as temporary youth council mayor when the youth mayor is absent.
6. To perform responsibilities as youth mayor after the current youth mayor's term has ended for one term.

Responsibility and Authority of the Youth Council Members:

All these positions will be appointed by the Youth Council after the interview process.

Web Page Administrator:

1. To attend youth council meetings.
2. To carry out assignments of the youth council.
3. To provide leadership to the council by meeting with the youth mayor and advisors.
4. To plan, with the help of a committee, activities which are assigned to him/her.
5. To meet by appointment with Park City Webpage Administrator and other City officials as necessary to help accomplish the purposes of the Youth Council Webpage.
6. To update any youth council information for public viewing on the web page.

Public Relations:

1. To attend youth council meetings.
2. To carry out assignments of the youth council.
3. To provide leadership to the council by meeting with the youth mayor and advisors.
4. To plan, with the help of a committee, activities which are assigned to him/her.
5. To meet by appointment with City officials as necessary to help accomplish the purpose of relating Youth Council activities to the public.

PCYC Photographer:

1. To attend youth council meetings.
2. To carry out assignments of the youth council.
3. To provide leadership to the council by meeting with the youth mayor and advisors.
4. To plan, with the help of a committee, activities which are assigned to him/her.
5. To meet by appointment with the Youth Council Advisors, Webpage Administrator, and the Table/Wall of Fame Coordinator as necessary to help accomplish the purpose of the Youth Council Photographer.

Media Liaison:

1. To attend youth council meetings.

2. To carry out assignments of the youth council
3. To provide leadership to the council by meeting with the youth mayor and advisors
4. To plan, with the help of a committee, activities which are assigned to him/her.
5. To coordinate with the local Park Record Newspaper and KPCW radio as necessary to help accomplish the purposes of the Youth Council.
6. To report any information to the media regarding recent youth council accomplishments.
7. To write and send thank-you notes to groups or individuals who have provided support to the youth council.

Youth Council Recorder:

1. To attend youth council meetings.
2. To carry out assignments of the youth council.
3. To keep a current email database of all members.
4. To create the agenda with the youth council mayor and advisors and to distribute the agenda to the web page administrator and the youth council.
5. To record attendance of all youth council meetings and activities.
6. To contact and remind all youth council members about upcoming youth council meetings.

Youth Council Treasurer:

1. To develop and maintain the PCYC budget with the assistance of the advisors and city officials.
2. To manage the budget and report to the Council the status of the budget once a quarter.
3. To carry out assignments of the youth council.

Youth Council Advisors:

The Park City Youth Council will have at least two advisors. The advisors will attend youth council meetings and become involved, in an advisory role only, in all youth council activities. The advisors may be appointed from among the full time career employees of the city staff or may be a community volunteer.

Requirements to serve on the Youth Council:

1. Must be a student enrolled grades 9 -12 in the Park City School District.
2. Must be at least 14 years of age by the beginning of the school year.
3. Must attend at least 75% of all youth council meetings and service activities throughout the year.
4. Set a proper example to the community at all times.
5. Actively participate in all meetings and activities

6. Attend the Local Officials Day at the State Capitol for an all -day event with city officials, state legislatures and other youth councils from around the State.
7. If it is necessary for members to miss a meeting, they must call the Youth Council Recorder to explain why they will be absent.
8. Members will be placed on probation after excessive absences.
9. Excessive absences will be reviewed by the youth council advisors.

A positive attitude! There will be no name calling, negative attitudes, or verbal abuse of other youth council members.

Vacancies:

Any vacancy on the Youth Council, either by removal or resignation, will be filled at the discretion of the Youth Council Advisors and Youth Mayor. Interviews for vacancy positions will be conducted by the advisors and youth mayor as needed.



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

Staff recommends that Council hold a public hearing for those in attendance wishing to address items in the Tentative Budget.

Respectfully:

Michelle Kellogg, City Recorder



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

Mountain Accord has requested that Park City sign on to a letter being sent to the Congressional Delegation in support of the Mountain Accord Land Designation bill, entitled the "Central Wasatch National Conservation and Recreation Area Act." The legislation has been discussed previously before Council, though the City has deferred to the County in the past to represent the Wasatch Back on this issue.

Respectfully:

Michelle Kellogg, City Recorder



City Council Staff Report

Subject: Mountain Accord Land Designation
Author: Ann Ober
Department: Executive
Date: May 19, 2016
Type of Item: Legislative

Summary Recommendation

The City Council should authorize the Mayor to execute a letter formally asking the Utah Congressional delegation for their leadership in advancing the “Central Wasatch National Conservation and Recreation Area Act,” federal legislation proposed by and a key component to the Mountain Accord process.

Executive Summary

Mountain Accord has requested that Park City sign on to a letter being sent to the Congressional Delegation in support of the Mountain Accord Land Designation bill, entitled the “Central Wasatch National Conservation and Recreation Area Act.” The legislation has been discussed previously before Council, though the City has deferred to Summit County in the past to represent the Wasatch Back on this issue. Due to the quick turnaround, the County Council has not yet voted on their participation on this letter.

The Problem

- A key component of the Mountain Accord is the creation of a new land designation for US Forest Service property, primarily on the Wasatch Front.
- Without this legislation, other key components including transportation solutions for Big and Little Cottonwood will not be possible.
- This legislation is the linchpin for the Mountain Accords long term success.
- Even though we do not have US Forest Service property within in the City boundary, our residents and visitors use these lands as a part of the mountain experience.

Background

- The Mountain Accord Process started Fall 2012 as a collaborative public process to make long-term decisions and take action regarding transportation, environment, recreation, and economy in the central Wasatch Mountains (between I-80 and Little Cottonwood Canyon).
- The process was formalized after the signing of an ILA associated with the Phase 1 effort in July 2013.
- Phase II of Mountain Accord is dedicated to achieving the items outlined in the accord. Projects currently underway include the I-80 Alternative Analysis (consultant selection will be complete by May 26) and the Environmental Dashboard (One month into contract with the consultants).

- The two projects key to the Wasatch Front in Phase II are the Lands Bill and short range transportation improvements.
- History of Council conversations specific to the Federal Lands Designation can be found at:

<u>Date</u>	<u>Item</u>
October 9, 2015	Council Work Session - Lands Discussion
June 18, 2015	Council Work Session - Interlocal & Lands – Council deferred to the County Council on whether or not to include lands on the Summit County side in the lands deal. The County voted to include those lands.

Alternatives for City Council to Consider

1. Recommended Alternative: Sign onto the letter supporting the Central Wasatch National Conservation and Recreation Area Act.

Pros

- a. The County Council has been supportive of the land on this side of the Wasatch Range being included in such a designation.
- b. Our other partners are looking for our support. In particular, Salt Lake City has expressed direct interest in having the City participate in such a letter.
- c. Signing shows our support for the success of the broader Accord.

Cons

- a. This measure does not directly impact Park City. We are supporting something outside of our jurisdictional boundaries.
- b. Vail Resorts has previously expressed concerns about the property on the Wasatch Back side being included in the legislation.

Null Alternative: Not signing the letter

Pros - We continue to allow Summit County to fulfill the leadership role on this item.

Cons - We do not show our many partners that we support all of the time and effort that has been put into this effort.

Other Alternatives? We send a letter instead to Summit County expressing our support of their decision.

Pros – We only sign following Summit County’s vote of support, showing our support of them and their process. Should the support the legislation, it also shows our support to the broader group – just at a slightly later date. This would also be consistent with how council has managed the lands legislation in the past.

Cons - We may miss the window for signing onto this letter.

Department Review

Executive and Legal.

Attachments

- A Central Wasatch National Conservation and Recreation Area Act Legislation
- B Mountain Accord Sign On Letter

DATE

The Honorable Jason Chaffetz
United States House of Representatives
Washington, D.C. 20515

Dear Representative Chaffetz,

Two years ago, we began the Mountain Accord - a local, and consensus-based planning process to influence planning and initiate efforts to enact meaningful preservations and solutions for the Central Wasatch Mountains in the face of pressure from a growing population. As Utahans we understand the deep role the mountains play in our quality of life, watersheds, recreation and who we are as a people. The Mountain Accord agreement signifies the commitment of more than 20 government, private, and non-profit organizations to proceed with actions to ensure that current and future generations can enjoy this treasured mountain range.

We know the most successful planning for our land begin with the local constituencies. As locals we know these places the best and what we can and should accomplish. But rarely can we build a ship that everyone can agree get on board – yet we are prepared to say we have accomplished consensus on this draft legislation we are presenting to you. This legislation is a locally driven, consensus document that achieves the designations critical to protect watershed resources, preserve year-round recreation opportunities, allow future transportation improvements, and authorize key land exchanges.

As representatives of local, state, and federal government, Congressional staff, and users of the Central Wasatch who drafted this bill we used these Guiding Principles: preserve vital watershed and natural resources, facilitate a year-round recreation system, allow for future transportation improvements to reduce congestion and increase safety in the canyons, establish a local Advisory Council for developing the management plan, and protect private property rights.

This bill will resolve decades of conflict, has strong support and we formally ask for your leadership in advancing it to Congress.

Sincerely,

CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ACT

SECTION 1. SHORT TITLE; TABLE OF CONTENTS.

(a) SHORT TITLE. This Act may be cited as the “Central Wasatch National Conservation and Recreation Area Act”.

(b) TABLE OF CONTENTS.—The table of contents of this Act is as follows:

SECTION 1. SHORT TITLE; TABLE OF CONTENTS.

SECTION 2. DEFINITIONS.

SECTION 3. CENTRAL WASATCH NATIONAL CONSERVATION AND
RECREATION AREA.

SECTION 4. CENTRAL WASATCH NATIONAL CONSERVATION AND
RECREATION AREA ADVISORY COUNCIL.

SECTION 5. WILDERNESS.

SECTION 6. WHITE PINE SPECIAL MANAGEMENT AREA.

SECTION 7. GENERAL PROVISIONS.

SECTION 8. LAND OWNERSHIP.

SECTION 9. MAPS AND LEGAL DESCRIPTIONS.

SECTION 2. DEFINITIONS.

(a) DEFINITIONS.—In this Act:

(1) COUNCIL.—The term “Council” means the Central Wasatch National Conservation and Recreation Area Advisory Council established by section 4(a).

(2) CONSERVATION AND RECREATION AREA.—The term “Conservation and Recreation Area” means the Central Wasatch National Conservation and Recreation Area established by section 3(a).

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CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ACT

(3) FOREST PLAN.—The term “forest plan” means the Revised Forest Plan: Wasatch-Cache National Forest, dated February 2003, as amended.

(4) MANAGEMENT PLAN.—The term “management plan” means the management plan for the Central Wasatch National Conservation and Recreation Area developed under section 3(c).

(5) CONSERVATION AND RECREATION AREA MAP.—The term “Conservation and Recreation Area map” means the map entitled “Proposed Central Wasatch National Conservation and Recreation Area Map” and dated ____.¹

(6) MOUNTAIN ACCORD.—The term “Mountain Accord” means the Mountain Accord agreement dated July 13, 2015.

(7) SECRETARY.—The term “Secretary” means the Secretary of Agriculture.

(8) STATE.—The term “State” means the State of Utah.

SECTION 3. CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA.

(a) ESTABLISHMENT.—

(1) IN GENERAL.—Subject to valid existing rights, there is established the Central Wasatch National Conservation and Recreation Area in the State.

(2) AREA INCLUDED.—The Conservation and Recreation Area shall be comprised of approximately 79,109 acres of Federal land in the Wasatch-Cache National Forest as generally depicted on the Conservation and Recreation Area map as “Central Wasatch National Conservation and Recreation Area”.

(b) PURPOSES.—The purposes of the Conservation and Recreation Area are to—

¹ Map is being finalized with the U.S. Forest Service.

CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ACT

- (1) conserve and protect the ecological, natural, scenic, wilderness (within wilderness areas), cultural, historical, geological, and wildlife values within the Conservation and Recreation Area;
- (2) protect, enhance, and restore the water quality and watershed resources in the Conservation and Recreation Area;
- (3) facilitate a balanced, year-round recreation system with a wide variety of opportunities for residents and visitors; and
- (4) facilitate and accommodate improved access to the Conservation and Recreation Area for a growing number of users.

(c) MANAGEMENT PLAN.—

- (1) **IN GENERAL.**—Not later than 3 years after the date of enactment of this Act and in accordance with this subsection, the Secretary shall develop a comprehensive plan for the long-term management of the Conservation and Recreation Area.
- (2) **RECOMMENDATIONS.** —The Secretary shall prepare the management plan in consultation and coordination with the Council. If the Secretary does not incorporate recommendations presented by the Council, the Secretary shall submit a written explanation before the effective date of the management plan to the House Committee on Natural Resources and Senate Committee on Energy and Natural Resources outlining the reasons for rejecting the local recommendations.
- (3) **CONSULTATION.**—In developing the management plan required under paragraph (1), the Secretary shall consult with—
 - (A) appropriate State, tribal, and local governmental entities;

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CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ACT

1 (B) the Council; and

2 (C) the public.

3 (4) INCORPORATION OF PLANS.—In developing the management plan required under
4 paragraph (1), to the extent consistent with this Act, the Secretary may
5 incorporate any provision of—

6 (A) the forest plan;

7 (B) Mountain Accord; and

8 (C) local plans.

9 (5) MANAGEMENT PLAN GUIDELINES.—The Management Plan shall—

10 (A) conserve, protect, and enhance the resources of the Conservation and
11 Recreation Area;

12 (B) ensure protection of water quality and watershed resources;

13 (C) ensure protection of environmentally sensitive areas, including evaluating
14 these areas for special designations such as Albion Basin Special
15 Botanical Area;

16 (D) not allow ski area permit boundary expansion on Federal land beyond
17 what is depicted on the Conservation and Recreation Area map;

18 (E) provide for adaptive management of resources and restoration of
19 damaged resources;

20 (F) promote public safety, including avalanche control;

21 (G) facilitate year-round, outdoor recreation;

CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ACT

(H) not allow lifts or people movers outside of ski area permit boundaries as depicted on the map or outside the transportation corridors established in

Section 7(a)(8)(B); and

(I) provide access to the Conservation and Recreation Area for residents, visitors, and businesses.

(d) MANAGEMENT.—

(1) IN GENERAL.—The Secretary shall manage the Conservation and Recreation Area—

(A) consistent with the management plan; and

(B) in accordance with—

(i) the laws (including regulations) and rules applicable to the National Forest System; and

(ii) this Act.

(2) USES.—The Secretary shall only allow uses of the Conservation and Recreation Area that the Secretary determines would further the purposes described in subsection (b).

(3) PERMITTED AND LICENSED ACTIVITIES.—

(A) IN GENERAL.—Nothing in this Act affects existing permits or licensed activities authorized as of the date of enactment of this Act.

(B) PROCESS.—Nothing in this Act affects the process by which activities authorized by permit or license as of the date of enactment of this Act may be authorized or reauthorized.

(e) EFFECT.

CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ACT

(1) IN GENERAL.—The establishment of the Conservation and Recreation Area shall not change the management status of any area within the boundary of the Conservation and Recreation Area that is designated as—

(A) a wilderness area; or

(B) the White Pine Special Management Area.

(2) CONFLICT OF LAWS.—If there is a conflict between the laws applicable to the areas described in paragraph (1) and this subtitle, the more restrictive provisions shall control.

SECTION 4. CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ADVISORY COUNCIL.

(a) ESTABLISHMENT.—Not later than 180 days after the date of enactment of this Act, the Secretary shall establish an advisory council, to be known as the “Central Wasatch National Conservation and Recreation Area Advisory Council”.

(b) DUTIES.—The Council shall advise the Secretary with respect to the preparation of the management plan.

(c) MEMBERSHIP.—

(1) IN GENERAL.—The Council shall include eleven members, to be appointed by the Secretary, of whom to the extent practicable—

(A) 2 members shall be appointed to represent local government after considering the recommendations of local government entities;

(B) 2 members shall represent dispersed recreation;

(C) 1 member shall represent the outdoor retail industry;

(D) 1 member shall represent the ski-resort industry;

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(E) 1 member shall represent private land owners within the Conservation and Recreation Area boundary;

(F) 1 member shall represent the environmental and conservation community;

(G) 1 member shall represent motorized recreation;

(H) 1 member shall represent public safety and avalanche control; and

(I) 1 member shall represent water supply.

(2) REPRESENTATION. —The Secretary shall ensure that the membership of the Council is fairly balanced in terms of the points of view represented and the functions to be performed by the Council.

(d) APPLICABLE LAW.—The Council shall be subject to—

(1) the Federal Advisory Committee Act (5 U.S.C. App.); and

(2) other applicable law (including regulations).

(e) TERMS.—

(1) STAGGERED TERMS.—Members of the Council shall be appointed for terms of 3 years, except that, of the members first appointed, 3 of the members shall be appointed for a term of 3 years and 3 of the members shall be appointed for a term of 4 years.

(2) REAPPOINTMENT.—A member may be reappointed to serve on the Council upon the expiration of the member's current term.

(3) VACANCY.—A vacancy on the Council shall be filled in the same manner as the original appointment.

CENTRAL WASATCH NATIONAL CONSERVATION AND RECREATION AREA ACT

(f) QUORUM.—A quorum shall be six members of the Council. The operations of the Council shall not be impaired by the fact that a member has not yet been appointed as long as a quorum has been attained.

(g) CHAIRPERSON AND PROCEDURES.—The Council shall elect a chairperson and establish such rules and procedures as it deems necessary or desirable.

(h) SERVICE WITHOUT COMPENSATION.—Members of the Council shall serve without pay.

(i) TERMINATION.—The Council shall terminate on the later of—

(1) the date that is 5 years after the date on which the management plan is officially adopted by the Secretary; or

(2) on such later date that the Secretary determines to be appropriate.

SECTION 5. WILDERNESS.

(a) MOUNT OLYMPUS WILDERNESS BOUNDARY ADJUSTMENT.—Section 102(a) of the Utah Wilderness Act of 1984 (Public Law 98-428; 98 Stat. 1658; 16 U.S.C. 1132 note) is amended in paragraph (3), as generally depicted on the Conservation and Recreation Area map, by—

(1) striking “sixteen thousand acres” and inserting “fifteen thousand eight hundred and eighty-three acres”; and

(2) striking “, dated August 1984” and inserting “and dated ____”.

(b) TWIN PEAKS WILDERNESS BOUNDARY ADJUSTMENT.—Section 102(a) of the Utah Wilderness Act of 1984 (Public Law 98-428; 98 Stat. 1658; 16 U.S.C. 1132 note) is amended in paragraph (4), as generally depicted on the Conservation and Recreation Area map, by—

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(1) striking “thirteen thousand one hundred acres” and inserting “thirteen thousand and ninety-eight acres”; and

(2) striking “, dated June 1984” and inserting “and dated ____”.

(c) LONE PEAK WILDERNESS ADDITION AND BOUNDARY ADJUSTMENT.— Section 2(i) of the Endangered American Wilderness Act of 1978 (P.L. 95-237; 92 Stat. 42; 16 U.S.C. 1132 note) is amended, as generally depicted on the Conservation and Recreation Area map, by—

(1) striking “twenty-nine thousand five hundred and sixty-seven acres and inserting “thirty-two thousand one hundred and thirty acres”; and

(2) inserting “and dated ____” after “on a map entitled ‘Lone Peak Wilderness— Proposed””.

(d) GRANDEUR PEAK - MOUNT AIRE WILDERNESS.— Section 102(a) of the Utah Wilderness Act of 1984 (Public Law 98-428; 98 Stat. 1657; 16 U.S.C. 1132 note) is amended by—

(1) striking “and” from the end of paragraph 11;

(2) striking the period at the end of paragraph 12 and inserting “; and”; and

(3) adding at the end the following: “(13) certain land in the Uinta-Wasatch-Cache National Forest comprising approximately 6,158 acres, as generally depicted on the map entitled ‘Proposed Central Wasatch National Conservation and Recreation Area Map’ and dated ___, which shall be known as the Grandeur Peak – Mount Aire Wilderness.”

SECTION 6. WHITE PINE SPECIAL MANAGEMENT AREA.

(a) DESIGNATION.—Subject to valid existing rights, certain Federal land in the Wasatch-Cache National Forest comprising approximately 1,800 acres, as generally depicted on

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the Conservation and Recreation Area map, is designated the White Pine Special Management Area (referred to in this section as the “special management area”).

(b) MANAGEMENT.—

(1) IN GENERAL.—The Secretary shall manage the special management area established by subsection (a) to maintain the natural state of the special management area.

(2) MECHANIZED OR MOTORIZED VEHICLES.—

(A) IN GENERAL.—Except as provided in subparagraph (B) and the landing of helicopters, the use of motorized and mechanized vehicles is prohibited in the special management area.

(B) EXCEPTION.—Nothing in subparagraph (A) prevents the Secretary from—

(i) authorizing the use of motorized vehicles and equipment for administrative purposes; or

(ii) responding to an emergency.

(3) STRUCTURES AND FACILITIES.—New, permanent structures and facilities are prohibited within the special management area.

(4) TIMBER HARVESTING.—Timber harvesting is prohibited within the special management area.

SECTION 7. GENERAL PROVISIONS.

(a) GENERAL PROVISIONS.—For Federal lands within the Conservation and Recreation Area the following general provisions shall apply, consistent with Section 3(e):

(1) ADJACENT MANAGEMENT.—

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1 (A) IN GENERAL.—The designation of the Conservation and Recreation Area
2 shall not create a protective perimeter or buffer zone around the
3 Conservation and Recreation Area.

4 (B) ACTIVITIES OUTSIDE CONSERVATION AND RECREATION AREA.—The fact
5 that an activity or use on land outside the Conservation and Recreation
6 Area can be seen or heard from areas within the Conservation and
7 Recreation Area shall not preclude the activity or use outside the
8 boundary of the Conservation and Recreation Area.

9 (2) NON-FEDERAL LAND.—

10 (A) NO EFFECT ON NON-FEDERAL LAND OR INTERESTS IN NON-FEDERAL
11 LAND.—Nothing in this Act affects ownership, management, use,
12 improvement, or other rights relating to non-federal land or interests in
13 non-federal land.

14 (B) ACCESS.—Nothing in this Act modifies any laws or regulations that
15 require or allow the Secretary to provide the owners of private property
16 within the boundary of the Conservation and Recreation Area access to
17 their property.

18 (3) MOTORIZED AND MECHANIZED VEHICLES.—

19 (A) IN GENERAL.—Except as provided in subparagraph (C), the use of
20 motorized and mechanized vehicles in the Conservation and Recreation
21 Area shall be permitted only on roads, trails, and areas designated for use
22 by such vehicles by the management plan.

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(B) NEW OR TEMPORARY ROADS.—Except as provided in subparagraph (C), paragraph (2)(B), and paragraph (8), no new or temporary roads shall be constructed within the Conservation and Recreation Area.

(C) EXCEPTION.—Nothing in subparagraph (A) or (B) prevents the Secretary from—

- (i) authorizing roads or the use of motorized vehicles for administrative purposes; or
- (ii) responding to an emergency.

(4) WITHDRAWAL.—Subject to valid existing rights, all Federal land located in the Conservation and Recreation Area is withdrawn from—

- (A) all forms of entry, appropriation, and disposal under the public land laws;
- (B) location, entry, and patenting under the mining laws; and
- (C) disposition under the mineral leasing, mineral materials, and geothermal leasing laws.

(5) ACQUISITION OF LAND.—

(A) IN GENERAL.—The Secretary may acquire land or interests in land within the boundary of the Conservation and Recreation Area only through exchange, donation, or purchase from a willing seller. The Secretary may not acquire any land by condemnation.

(B) INCORPORATION OF ACQUIRED LAND AND INTERESTS.—Any land or interest in land that is located in the Conservation and Recreation Area that is acquired by the United States shall—

- (i) become part of the Conservation and Recreation Area;

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(ii) be managed in accordance with—

(I) the management plan;

(II) the laws and rules applicable to the National Forest
System; and

(III) this Act; and

(iii) be withdrawn according to paragraph (4) on the date of
acquisition of the land.

(6) VEGETATION MANAGEMENT.—Nothing in this Act prohibits the Secretary from
conducting vegetation management projects within the Conservation and
Recreation Area —

(A) subject to—

(i) such reasonable regulations, policies, and practices as the
Secretary determines appropriate; and

(ii) all applicable laws (including regulations); and

(B) in a manner consistent with the purposes described in section 3(b).

(7) WILDLAND FIRE.—Nothing in this section prohibits the Secretary, in cooperation
with other Federal, State, and local agencies, as appropriate, from conducting
wildland fire operations in the Conservation and Recreation Area, including but
not limited to operations using aircraft or mechanized equipment.

(8) TRANSPORTATION.—

(A) GENERAL.—This paragraph provides for future transportation
infrastructure, including but not limited to roadway improvements, public
transportation, bus stops, stations, and public amenities, such as

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restrooms, trails, trailheads, bike lanes, and pedestrian infrastructure,
within the Conservation and Recreation Area that are in accordance
with—

- (i) the management plan;
- (ii) all applicable laws; and
- (iii) in a manner consistent with the purposes described in section 3(b)
of this Act.

(B) CORRIDORS.—Transportation corridors shall be reserved consistent with
23 C.F.R. § 774(11)(i) and 49 U.S.C. § 5323(q) within the existing
roadway area of disturbance on Little Cottonwood Canyon Road (State
Road 210) and Big Cottonwood Canyon Road (State Road 190).

- (i) ADJUSTMENTS.—Adjustments to the corridor boundaries may be
made through a public engagement process in accordance with the
National Environmental Policy Act of 1969 (42 U.S.C. §4321 et
seq.) if applicable and consistent with the purposes described in
section 3(b).

- (ii) EXISTING SECTION 4(F) PROPERTIES.— Section 4(f) (23 U.S.C. §
138 and 49 U.S.C. § 303) shall only apply to existing properties
within the corridors that would have been determined to be
Section 4(f) properties before the enactment of this Act.

(C) UTAH DEPARTMENT OF TRANSPORTATION.—Nothing in this Act is
intended to limit the Utah Department of Transportation from providing

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avalanche control, maintenance, and safety improvement activities on
current and future transportation facilities.

(9) AVALANCHE CONTROL.— The Secretary shall allow access and avalanche control
devices, excluding ski lifts, to be installed and maintained within or adjacent to
the Conservation and Recreation Area to protect public health and property and
in accordance with the management plan.

(10) FACILITIES.—

(A) DEFINITION.—In this subsection, the term “facility” means authorized
facilities, such as water resource, water treatment, flood control, utility,
pipeline, or telecommunications facilities.

(B) EXISTING FACILITIES.—Nothing in this section affects the operation or
maintenance of an existing facility located within the Conservation and
Recreation Area.

(C) EXPANSION AND NEW FACILITIES.—Nothing in this section prohibits the
Secretary from authorizing the expansion of an existing facility or the
construction of a new facility within the Conservation and Recreation
Area subject to—

- (i) the management plan;
- (ii) all applicable laws; and
- (iii) in a manner consistent with the purposes described in section 3(b).

(11) WATER RIGHTS.—

(A) DEFINITION.—In this subsection, the term “water resource facility” means
irrigation and pumping facilities, reservoirs, water conservation works,

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aqueducts, canals, ditches, pipelines, wells, hydropower projects,
transmission, and other facilities ancillary thereto, and other water
diversion, storage, and carriage structures.

(B) EFFECT OF ACT.—Nothing in this Act—

(i) shall constitute either an express or implied reservation by the
United States of any water or water rights with respect to the
Conservation and Recreation Area;

(ii) affect any water rights in the State existing on the date of
enactment of this Act, including any water rights held by the
United States; or

(iii) establish a precedent with regard to any future Conservation and
Recreation Area designations.

(C) UTAH WATER LAW.—The Secretary shall follow the procedural and
substantive requirements of State law to obtain and hold any water rights
not in existence on the date of the enactment of this Act with respect to
the Conservation and Recreation Area.

(D) EXISTING WATER INFRASTRUCTURE.—Nothing in this Act shall be
construed to limit motorized access and road maintenance by local
municipalities, water districts, or utilities for those maintenance activities
necessary to guarantee the continued viability of water resource facilities
that currently exist or which may be necessary in the future to prevent the
degradation of the water supply in the Conservation and Recreation Area
designated by this Act.

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(12) FISH AND WILDLIFE.—Nothing in this Act affects the jurisdiction of the State with respect to fish and wildlife.

SECTION 8. LAND OWNERSHIP.

(a) GENERAL.—This Section provides for the potential exchange of specific National Forest System land for specific non-Federal land.

(b) LAND EXCHANGE.—

(1) DEFINITIONS.—In this subsection—

(A) FEDERAL LAND.—The term “Federal land” means approximately XXX acres of National Forest System land in the State listed below.²

(i) Approximately XXX acres of National Forest System land identified as “Federal Land To Be Evaluated for Private Ownership” on the map entitled “Land Exchange – Snowbird.”

(ii) Approximately XXX acres of National Forest System land identified as “Federal Land To Be Evaluated for Private Ownership” on the map entitled “Land Exchange – Alta.”

(iii) Approximately XXX acres of National Forest System land identified as “Federal Land To Be Evaluated for Private Ownership” on the map entitled “Land Exchange – Brighton.”

(iv) Approximately XXX acres of National Forest System land identified as “Federal Land To Be Evaluated for Private Ownership” on the map entitled “Land Exchange – Solitude.”

² Maps and acreages are being finalized by the U.S. Forest Service.

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(B) NON-FEDERAL LAND.—The term “non-Federal land” means approximately XXX acres of private land listed below.³

(i) Approximately XXX acres of private land owned by Snowbird Ski and Summer Resort identified as “Private Land To Be Evaluated for Public Ownership” on the map entitled “Land Exchange – Snowbird.”

(ii) Approximately XXX acres of private land owned by Alta Ski Lifts Company identified as “Private Land To Be Evaluated for Public Ownership” on the map entitled “Land Exchange – Alta.”

(iii) Approximately XXX acres of private land owned by Brighton Mountain Resort identified as “Private Land To Be Evaluated for Public Ownership” on the map entitled “Land Exchange – Brighton.”

(iv) Approximately XXX acres of private land owned by Solitude Mountain Resort identified as “Private Land To Be Evaluated for Public Ownership” on the map entitled “Land Exchange – Solitude.”

(C) SKI RESORTS.—The term “ski resorts” means Snowbird Ski and Summer Resort, Alta Ski Lifts Company, Brighton Mountain Resort, and Solitude Mountain Resort, respectively.

(2) MAP; LEGAL DESCRIPTION.—

³ Maps and acreages are being finalized by the U.S. Forest Service.

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1 (A) MINOR ADJUSTMENTS.—The Secretary and the ski resorts may, by mutual
2 agreement, correct minor or typographical errors in any maps, acreage
3 estimate, or description of any land to be exchanged under this Act.

4 (B) CONFLICT.—If there is a conflict between a map, an acreage estimate, or a
5 description of land under this Act, the map shall control unless the
6 Secretary and the ski resorts mutually agree otherwise.

7 (C) MAP AVAILABILITY.—The maps depicting the Federal and non-Federal
8 lands to be exchanged under this Act shall be available for public
9 inspection in the Office of the Supervisor, Wasatch-Cache National
10 Forest.

11 (3) CONVEYANCE OF LAND.—Subject to the provisions of this subsection, if the ski
12 resorts offer to convey to the United States all right, title, and interest of the ski
13 resorts in and to the non-Federal land, the Secretary shall evaluate the non-
14 Federal lands and Federal lands and initiate a public engagement process.
15 Pending the public engagement process, the Secretary shall convey to the ski
16 resorts all right, title, and interest of the United States in and to the Federal land,
17 subject to valid existing rights and these will be reiterated in the conveyance
18 deed.

19 (4) CONDITIONS ON ACCEPTANCE.—

20 (A) TITLE.—As a condition of the land exchange under this subsection, title
21 to the non-Federal land to be acquired by the Secretary under this
22 subsection shall be acceptable to the Secretary based on Department of
23 Justice Title Standards.

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1 (B) TERMS AND CONDITIONS.—The conveyance of the Federal land and non-
2 Federal land shall be subject to—

3 (i) all applicable laws, including the National Environmental Policy
4 Act of 1969 (42 U.S.C. §4321 et seq.) and section 206 of the
5 Federal Land Policy Act of 1976 (43 U.S.C. 1716); and

6 (ii) such terms and conditions as the Secretary may require.

7 (C) PUBLIC ENGAGEMENT PROCESS.—As part of the public engagement
8 process, existing private and public access to and uses of the land
9 involved in the exchange shall be evaluated.

10 (D) ALTA EXCHANGE.— If Alta Ski Lifts Company offers to convey non-
11 Federal land to the United States in exchange for Federal land within the
12 Town of Alta under this section, the exchange shall be accompanied by a
13 commitment from Alta Ski Lifts Company to work with the Town of
14 Alta, existing base area property owners, and the public to maintain
15 access to public lands for ski area use, trails, business operations, parking,
16 and other existing private uses, even if the resort and transit facilities are
17 reconfigured.

18 (5) APPRAISALS.—

19 (A) IN GENERAL.—As soon as practicable after the date of enactment of this
20 Act, the Secretary and the ski resorts shall select an appraiser to conduct
21 an appraisal of the Federal land and non-Federal land.

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1 (B) REQUIREMENTS.—An appraisal under subparagraph (A) shall be
2 conducted in accordance with nationally recognized appraisal standards,
3 including—

4 (i) The Uniform Appraisal Standards for Federal Land Acquisitions;
5 and

6 (ii) The Uniform Standards of Professional Appraisal Practice.

7 (C) COSTS.—The responsibility for the costs of appraisal and any associated
8 administrative costs of appraisal conducted under subparagraph (B) for
9 purposes of carrying out the land exchange shall be covered by the ski
10 resorts.

11 (6) SURVEYS AND TITLE WORK.—

12 (A) IN GENERAL.— As soon as practicable after the date of enactment of this
13 Act, the Secretary and the ski resorts shall select surveyors to conduct
14 surveys of the Federal land and non-Federal land.

15 (B) REQUIREMENTS. The exact acreage and legal description of the Federal
16 land and non-Federal land shall be determined by boundary surveys of the
17 lands to be exchanged. The boundaries will be surveyed and
18 monumented as required by the Secretary.

19 (C) COSTS.—The responsibility for the costs of any surveys conducted under
20 subparagraph (A), any title work including but not limited to any
21 abstracts, title reports, escrow or closing fees, deed preparation,
22 preparation of NEPA documents, and any other administrative costs of
23 carrying out the land exchange, shall be covered by the ski resorts.

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1 (7) VALUATION AND EQUALIZATION.—

2 (A) IN GENERAL.—The value of the Federal land and non-Federal land to be
3 exchanged under this subsection—

4 (i) shall be equal, as determined by appraisals conducted in
5 accordance with paragraph (5); or

6 (ii) if not equal, may be equalized by a cash equalization payment in
7 the manner provided in section 206(b) of the Federal Land Policy
8 and Management Act of 1976 (43 U.S.C. 1716(b)); or

9 (iii) if not equal, the acreage of the Federal land or the non-Federal
10 land may be reduced to achieve equalization, as appropriate.

11 (8) DISPOSITION OF PROCEEDS.—

12 (A) IN GENERAL.—The Secretary shall deposit in the fund established under
13 Public Law 90-171 (commonly known as the Sisk Act; 16 U.S.C. 484a)
14 any amount received by the Secretary as the result of any cash
15 equalization payment made under subparagraph (6)(A)(ii).

16 (B) USE OF PROCEEDS.—Amounts deposited under subparagraph (A) shall be
17 available to the Secretary, without further appropriation and until
18 expended, for the acquisition of lands and interests in lands in the
19 Conservation and Recreation Area.

20 (9) REVOCATION OF ORDERS; WITHDRAWAL.—

21 (A) REVOCATION OF ORDERS.—Any public order withdrawing the Federal
22 land from entry, appropriation, or disposal under the public land laws is

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1 revoked to the extent necessary to permit the conveyance of the Federal
2 land to the ski resorts.

3 (B) WITHDRAWAL.—On the date of enactment of this Act, if not already
4 withdrawn or segregated from entry and appropriation under the public
5 land laws (including the mining and mineral leasing laws) and the
6 Geothermal Steam Act of 1970 (30 U.S.C. 1001 et seq.), the Federal land
7 is withdrawn until the date of the conveyance of the Federal land to the
8 ski resorts.

9 (10) HAZARDOUS MATERIALS.—

10 (A) IN GENERAL.—In any conveyance of land under this Act, the Secretary
11 shall meet disclosure requirements for hazardous substances, pollutants,
12 or contaminants, but shall otherwise not be required to remediate or abate
13 such substances. Furthermore, any party described in subparagraph
14 (1)(C), which acquires property conveyed under this Act must agree to
15 indemnify and hold harmless the United States for any costs associated
16 with remediating or abating any hazardous substances, pollutants, or
17 contaminants located on, or being released from, the land conveyed under
18 this Act, and restore any injured or lost natural resources.

19 (B) ENVIRONMENTAL SITE ASSESSMENT.—The Secretary and, as a condition
20 of the exchange, the State, shall make available for review and inspection
21 any record relating to hazardous materials on the land to be exchanged
22 under this Act. Prior to the conveyance of federal or non-federal lands,
23 the ski resorts shall conduct an Environmental Site Assessment of the

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lands proposed for conveyance, that meets the requirements set forth in ASTM E1527-13, for both land to be conveyed to or from the United States, and provide such reports to the Secretary.

(C) COSTS.—The costs of any response action or restoration of injured natural resource relating to hazardous materials on land acquired under this Act shall be paid by those entities listed in subparagraph (1)(C). No claim shall be made against the United States by any party listed in subparagraph (1)(C) for any costs associated with the land conveyed under this Act.

(D) FEDERAL PARCELS.—Notwithstanding 42 U.S.C. 9601 et seq, the Secretary is only required to comply with the requirements set forth in 42 U.S.C. 9620(h)(1), but not otherwise required to comply with any other provisions of 42 U.S.C. 9620(h) for land conveyed to a party listed in subparagraph (1)(C).

(11) DEADLINE FOR COMPLETION OF LAND EXCHANGE.—It is the intent of Congress that the land exchange under this subsection shall be completed not later than 36 months after the date the proposal from the non-Federal party is accepted by the Secretary.

SECTION 9. MAPS AND LEGAL DESCRIPTIONS.

(a) IN GENERAL.—As soon as practicable after the date of enactment of this Act, the Secretary shall prepare a map and legal description of the Conservation and Recreation Area, wilderness and wilderness additions, and White Pine Special Management Area.

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1 (b) **LEGAL EFFECT.**—The maps and legal descriptions prepared under subsection (a) shall
2 have the same force and effect as if included in this section, except that the Secretary
3 may correct minor or typographical errors in the map and legal description.

4 (c) **AVAILABILITY OF MAP AND LEGAL DESCRIPTION.**—The maps and legal descriptions
5 prepared under subsection (a) shall be on file and available for public inspection in the
6 appropriate offices of the Forest Service.



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

The Wasatch Back Ragnar Relay is a 200 mile running race that begins in the City of Logan and ends in Midway, Utah. Park City has been a key part of the race for twelve (12) years. Staff is returning for review of this event, as according to Park City Municipal Code, 4-8-4C, City Council shall review and approve, approve with conditions or deny applications for Level Three Event permit renewals where materials elements have substantially changed. Staff is coming to you this evening, as the event has substantially changed from years past.

Respectfully:

Jennifer Diersen,



City Council Staff Report

Subject: Level Three Special Event Approval –
Wasatch Back Ragnar Relay
Author: Jenny Diersen, Special Events Coordinator
Department: Sustainability, Special Events
Date: Thursday, May 19, 2016
Type of Item: Administrative

Summary Recommendation

Review the Level Three Special Event Permit, conduct a public hearing, and approve the permit for Wasatch Back Ragnar Relay, as conditioned, on the following date: Saturday, June 18, 2016.

Executive Summary

The Wasatch Back Ragnar Relay is a 200 mile running race that begins in the City of Logan and ends in Midway, Utah. Park City has been a key part of the race for twelve (12) years. Staff is returning for review of this event, as according to Park City Municipal Code, 4-8-4C, City Council shall review and approve, approve with conditions or deny applications for Level Three Event permit renewals where materials elements have substantially changed. Staff is coming to you this evening, as the event has substantially changed from years past.

Acronyms/ Definitions

Minor Exchange – A relay exchange point where only half of the teams and support vehicles come through.

Major Exchange – A relay exchange point where all of the teams and support vehicles come through.

Guardsmen's Pass– A location of a minor exchange at the top of the mountain, where multiple jurisdictional coordination efforts are needed.

Guardsmen's Connect – A location along the course of Ragnar relay, where Marsac Avenue/ 224 and Royal Street meet up. In previous years, runners and support vehicle traffic have met here, causing major congestion and concerns with regards to traffic and parking.

EMS – Emergency Medical Support

The Problem

The Wasatch Back Ragnar Relay has a long history in Park City. The event is an important event to community partners and non-profits, specifically, the Park City Education Foundation. Ragnar makes significant contributions financially, as well as, through in-kind budget relief and volunteer services Park City Education Foundation. Challenges with traffic, congestion and safety have continued to be of concern with this event. Changes have been made to the course to help mitigate those challenges in Park City. When considering the approval of this event it is important to consider:

- The cross jurisdiction and stakeholder coordination that is essential with this event.
- The parameters that have been taken to ensure:
 - Safety of our public safety personnel specifically, Police, EMS, & Fire.
 - Maintaining access and the safety of our community
 - Mitigation of negative impacts to our neighborhoods and traffic and parking congestion.

Background

The Wasatch Back Ragnar Relay has had a long history in Park City. Park City hosted both the start and finish of the race at several locations including Deer Valley, Park City Mountain Resort and the Park City School District - Kearns Campus from 2008 to 2014.. During these years, with more than eight hundred (800), twelve (12) person teams, which calculated to nine thousand, six hundred (9,600) runners that would meet at one time in Park City, with additional spectators. Major concerns were expressed during these years included traffic and congestion problems at the start/finish, as well as damage to fields and private properties.

In 2015, the Wasatch Back Ragnar Relay had changes with regards to the following:

Changing the Course

- Race only came through Park City – Park City did not host a start/finish line.
- Residential neighborhoods effected by both support vehicle traffic and runners including Park Meadows, Solamere, and residents in Deer Valley along Royal Street and up Marsac Avenue/224 to the top of Guardsman's Pass.
- Major exchange was located at the School District
- Minor exchanges at Richardson Flats, Quinn's Junction and the top of Guardsman's Pass.
 - These items decreased spectatorship within Park City limits.
 - The finish of the race in Midway, Utah at Solder Hollow.
 - Due to previous concerns, the permit for the race was heavily conditioned (Exhibit E).

Though impacts with regards to crowd congestion were lessened as compared to previous years, there were still major impacts on Hwy 248 Kearns Blvd with regards to traffic and congestion.

- Traffic backed up on Hwy 224 from the School District/Kearns Campus to Hwy 40. It took more than 30+ minutes to get from Quinn's Junction to the Kearns Campus, which is less than 2 miles in distance.
- This challenge was not only a concern of our community residents, but a concern of public safety and accessibility in case of an emergency.

Additional traffic concerns continued on Marsac Avenue/224 as runners on Royal Street connected to race vehicle support at the Guardsman's Connect. Vans would pull over on the already narrow Marsac Avenue, creating traffic delays that lasted more than one hour from the round-a-bout at Montage to the top of Guardsman's pass.

- On several instances, Park City Fire/ EMS had to transport to Wasatch County jurisdiction, because ambulances could not get through traffic. This is a major safety concern and area of focus in 2016.

Other challenges during the 2015 Wasatch Back Ragnar Relay included additional events that are occurring on the same day, which included Savor the Summit in the evening.

- The challenge was that during peak time of the major exchange at the High School, staff was also closing Main Street for Savor the Summit event, thus creating additional traffic and parking challenges.

In 2016 staff has worked with the event Applicant, Liz Murdock-Davidson, as well as surrounding jurisdictions and stakeholders to help further mitigate the challenges of this event. Changes of the event changes in 2016 include:

Reducing the Number of Teams

- Ragnar has reduced the number of teams from 800 to 650.
 - Because Park City is not a finish, we do not anticipate many spectators. Spectators will gather at Solider Hollow in Wasatch County.
 - 650 teams means a total of seven thousand eight hundred (7,800) runners. Reducing the amount of people by 1,800 runners, and further eliminating spectatorship in Park City jurisdiction.
 - Reducing the teams, also means reducing Van/Support Vehicles, which will help reduce traffic concerns.

Item	2015	2016	Reduction	Locations
Teams	800	650	150 Teams	
Runners	9600	7800	1800 People	
Major Exchange Vans/Support	1600	1300	300 Vans	Out of PC Jurisdiction - Summit and Wasatch Coun
Minor Exchange Vans/Support	800	650	150 Vans	In Park City Jurisdiction - PC Base and Top of Guardsman's

Changing the Course and Number of Hosted Exchanges

- Park City will host 2 minor exchanges; and will no longer host a major exchange.
 - Park City Mountain Base
 - Guardsman's Pass
- Race has been redirected to enter through 224, instead of 248.
 - Ragnar was informed that plans should be made to redirect the race off of the Kearns Campus. Additionally, suggestions were made to ensure fewer impacts on residential neighborhoods. Race will only affect those residents in the Three Kings area with Runners. The Three Kings area has been identified as a no support zone, meaning that vans are not allowed in this area. **Any van seen in this area will be disqualified from the race.**

- Once the race enters Park City jurisdiction, support vehicles cannot pull over to support runners with the exception of at the minor exchanges (at Park City Base and Guardsman's Pass).
 - Ragnar has agreed to post signs stating no Ragnar traffic at all neighborhood entrances, and in key locations will post a volunteer to ensure that vans do not enter the neighborhood and that runners stay on course.
 - Ragnar has rented Rotary Park as a water station during the Race.
- Race has been redirected to go up onto Park City Mountain's trails system to help separate runners and support vehicles.
 - Vail has worked with Ragnar to create a trail for the race.
 - Public Safety initially had concerns of the race being on mountain due to
 - Lack of access to the runners from major roads making it difficult and time consuming when needing to access runners who need assistance on trail.
 - Concerns of losing fatigued and disoriented runners as the sunset and it became dark, and putting our own staff at risk during these situations.
 - Staff has worked with the event organizer, as well as Park City Mountain and Park City Fire District (Fire and EMS) as well as other cross jurisdictional agencies to mitigate concerns of access to the trails.
 - Ragnar has agreed that runners who do not reach the base of Park City Mountain by 6 p.m. will not be permitted to run up on the trail. Additionally, Ragnar has agreed to have a sweep runner follow the last runner at 6 p.m., to ensure that runners are accounted for.
 - Ragnar will ask runners who do not reach Park City Mountain base by 6 p.m. to go to the top of Guardsman's Pass and continue to run into Wasatch County jurisdiction from there.

Increasing Traffic and Safety Coordination

- Create a system for access for race vans to park at Guardsman's Pass.
 - Vehicles that are not scheduled to be at the top of Guardsman's pass, will not be permitted to go above the Deer Valley Drive Roundabout.
 - Staff had concerns of vans going to the top of Guardsman's and waiting on runners which further complicate traffic and parking challenges. Staff believes that Ragnar implementing an access system will encourage Vans to either stay at the Park City Mountain base or in the Old Town area until they need to be at the top of Guardsman's Pass to connect runners at the exchange, therefore reducing the time that Vans are in a potentially congested area.

- Requiring Ragnar to coordinate street and road closures and messaging with UDOT, both in Summit County, as well as on access roads to Guardsman's pass in Wasatch County, and in Cottonwood Canyon, as normal vehicular traffic enters these roads.
 - Working with Transportation Planning, Utah Highway Patrol, Park City Police Department and Wasatch County Sherriff to creating a traffic flushing system for concerns at top of Guardsman's.
- Creating a Command Center at the Park City Police Station, which will include various jurisdictions and stakeholders during the event. This will allow jurisdictions to work through challenges both in Summit County, Park City and Wasatch County throughout the day. A representative from Ragnar will be required to be in the command center to help make decisions throughout the race.
 - Special Teams from various jurisdictions and Ragnar representative will be stationed at the top of Guardsman's Pass and possibly at Guardsman's Connect to help communicate and implement operations with those representatives in the Command Center.

Future Coordination and Approval

- A debrief of the event has been scheduled for the Wednesday after the event, to discuss successes, concerns and challenges before Ragnar releases the date of next year's event, which historically has been released the week after the event.
 - In 2017, coordination with Savor the Summit to ensure these two events as well as, others major events not occur on the same day. The fact that both of these events occur on the same day is taxing on our resources for public safety personnel.

Alternatives for City Council to Consider

1. Recommended Alternative:

Staff recommends that City Council review and approve the recommended changes for the Level Three Special Event Permit for the 2016 Wasatch Back Ragnar Relay, as conditioned.

Pros

- a. Further reduces neighborhood congestion and impacts by lessening the neighborhoods that are affected and implementing mitigation efforts to ensure traffic does not enter residential areas.
- b. Reduces impacts to traffic congestion on Kearns Blvd./Hwy 224.
- c. Minimal traffic impacts on Hwy 248 expected.
- d. Implements traffic planning and coordination between multiple jurisdictions.
- e. Implements safety planning and coordination between multiple jurisdictions.
- f. This plan positively impacts of Council goals of reducing impacts on transportation and congestion as well as increasing regional collaboration. Furthermore we believe that this event adds to a diverse event calendar, which allows for both economic and cultural opportunities, as well as helps create a world class, multi-seasonal destination.

Cons

- a. Park City Mountain's Trail system will be affected by this race, which will increase the congestion on these trails during this day.
- b. Because the safety and traffic plans have been coordinated within Park City and other jurisdictions, if the security/safety plan is not upheld by each jurisdiction and the organizer, there could be damaging effects and efforts on coordination could fail.

2. Null Alternative:

City Council could ask the event continues as it has in the past. Changes would not made, and event would continue without any changes or increased mitigation efforts. Challenges within our community would continue.

Pros

- a. The event would continue status quo.

Cons

- a. Traffic and congestion would continue in main and major corridors
- b. Safety of our community and personnel would not be addressed
- c. Residential Impacts would not be addressed.
- d. Community and Stakeholder Partners may be negatively affected.
- e. Facilities needed to host the exchanges may not be available at the past locations and would cause impacts on the past partners as well as the Applicant.
- f. The event organizer would not receive direction on how to further help to mitigate the impacts of the event.

3. Modification Alternative:

City Council could ask that additional mitigations are implemented in order to proceed with approval.

Pros:

- a. Additional mitigations or restrictions could further reduce impacts to Park City including those to traffic and congestion, residential impacts and safety during the event.

Cons:

- a. Additional mitigations may increase the amount of Staff time, resources and fees associated with the event.

4. Denial of Approval Alternative:

City Council could deny the approval of the event. The event would be cancelled and City Council could request further information is needed in order to proceed with approval.

Cons:

- a. Due to the multijurisdictional coordination efforts, denying the event would cause challenges both in the Park City's jurisdiction as well as among our community partners and stakeholders.
- b. Denying the event would cause serious implications to the Wasatch Back Ragnar Relay overall, as it is a month out from beginning and Park City is a key venue along the course.

Department Review

Departments consisting of Special Events, Police, Building, Building Maintenance, Public Works, Parking Services, Transit, Transportation Planning, Recreation, Parks Executive, and Legal have reviewed the report and application for the Wasatch Back Ragnar Relay and their comments have been incorporated.

Additionally other jurisdictions such as Park City Fire, Summit County Special Events, Wasatch County Fire and Sherriff have reviewed the application and believe that these mitigations will ensure the safety of this event, Park City and our surrounding communities.

Funding Source

No funding is needed for this event. The Wasatch Back Ragnar Relay has been given an estimate of fees for the 2016 event. Furthermore, in past years, Ragnar has been provided with an invoice for fees after the event and has paid all fees.

Attachments

- Exhibit A – 2016 Wasatch Back Ragnar Relay Conditions of Approval
- Exhibit B – 2016 Wasatch Back Ragnar Relay Measures of Success
- Exhibit C – 2016 Wasatch Back Ragnar Relay Special Event Application
- Exhibit D – 2016 Wasatch Back Ragnar Relay Course Map
- Exhibit E – 2015 Wasatch Back Ragnar Relay Findings & Conditions of Approval



SPECIAL EVENT PERMIT

Level of Permit: Level 1 Level 2 X Level 3
Event Name: Wasatch Back Ragnar Relay
Event Date(s): Saturday, June 18, 2016
Event Location: Park City Mountain Base, Guardsman's Pass
Licensee: Ragnar Events, LLC
Contact Person: Liz Murdock- Davidson liz@ragnarrelay.com
Approved By: Special Events Coordinator X City Council of Park City
Approval Date: Thursday, May 19, 2016

The City Council of Park City has approved the Special Event Permit for the Wasatch Back Relay on Saturday, June 18, 2016. This Special Event License has been issued under the authority described within the Park City Municipal Code Section 4-8-4(C) based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The Wasatch Back Ragnar Relay will be held on Saturday, June, 18, 2016. The event will last from 12:00 am to 11:59 pm and minor exchanges will occur at Park City Mountain Base, and Guardsman's Pass. Activities at these locations will include the participant and staff parking, exchange area, and safety personnel.
2. Parking for the anticipated crowd of 7,800 participants throughout the day vehicles will be accommodated as follows:
 - 150 Parking Spaces at Park City Mountain Base
 - 100 Parking Spaces at Top of Richardson Flats through approval secured by Ragnar, which shall be provided to Park City Municipal Corporation.
 - No parking is permitted at Deer Valley or on the sides of any road ways. All vehicles must be parked in a designated parking space throughout the course.
3. The events associated with the Wasatch Back Ragnar Relay will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.

4. The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
5. There are other Special Event Permits that have been granted for June 18, 2016. The table below will show in column (A) - Geographic separation of events; column (B) - Proposed time and duration of the events; column (C)- Anticipated attendance. The Ragnar Wasatch Back Relay will not substantially interfere with the logistics and venue for any event for which a license has already been granted and with the provision of City services in support of other such events or governmental functions based on the following:

DATE	EVENT	A – Geographic Separation	B - Proposed Time & Duration	C – Anticipated Attendance
Saturday, June 18, 2016	Ragnar Wasatch Back Relay	Park City Mountain Base, Guardsman's Pass	12:00 a.m. to 11:59 p.m.	7,800 though out the day
Saturday, June 18, 2016	Savor the Summit	Main Street	7:00 a.m. to 11:30 p.m.	3,500
Saturday, June 18, 2016	Jan's White Pine Super Demo	Deer Valley Resort	9:00 a.m. to 3:00 p.m.	300

6. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
7. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

1. The applicant, at its' cost, shall incorporate such measures as directed by Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the applicant (Exhibit E).
2. The applicant will work with City Staff to orient the activities so as to minimize sound impacts to the neighborhood and the applicant shall monitor the following:
 - (A) The program manager, or his/her designee, shall provide on-site management for each aspect of the event.

Exhibit A – 2016 Wasatch Back Ragnar Relay Findings & Conditions of Approval

(B) The program manager shall be responsible to ensure that the sound system maintains the sound at an A-weighted sound level adjustment and maximum decibel level of 90, as measured twenty-five feet (25') in front of the stage. No amplified sound is permitted before 10:00 a.m. or after 10:00 p.m.

(C) All events, except race fee entry, shall be open to the public and free of charge.

3. Applicants shall provide proof of liability insurance in the amount of four million dollars (\$4,000,000) or more as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as additional insured. All Applicants shall further indemnify the City from liability occurring at the event except for any claim arising out of the sole negligence or intentional torts of the City or its employees.
4. All plans for tents, stages and other temporary structures shall be submitted to the Building Department for review and permitting by Tuesday, June 14, 2016.
5. The applicant is responsible for a Race Operation, Parking and Pedestrian Management Plan in a form approved by the Park City Municipal Event Manager and Chief of Police.
6. Applicant is advised they are utilizing city open space protected by Conservation Easements. Race activity shall be limited to existing trails and approved rights-ways and easements. Participants and spectators shall be advised to stay on trails and minimize impacts. Writing/spray painting messages (other than official pre-approved trail markings) and discarding water bottles, empty food packets or other litter on trails is prohibited. Applicant accepts the use of all public rights of way, easements and trails in an "as is" condition and Park City make no representations regarding fitness for particular purposes authorized herein.
7. The Park City Trail Coordinator may cancel use of the Trail System if it is determined that such use by the event may harm the trails due to their current condition and/or potential weather that would effect that condition.
8. The applicant use of barricade and signage will be in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) for the duration of the event.
9. All Summit and Wasatch County permit approvals required for this event shall be secured by Tuesday, June 14, 2016 and submitted to Park City Municipal.
10. Registrations for the 2017 calendar year may not be advertised and sold until staff review and approval which will occur after a full debrief of the 2016 event with Park City Municipal representatives, Summit County representatives and any other applicable service providers and submittal of the required information for a thorough review by the Park City Special Events Department.

APPROVED this Thursday, the 19th day of May, 2016.

PARK CITY MUNICIPAL CORPORATION

City Manager, Diane Foster

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark Harrington, City Attorney

Exhibit B – Wasatch Back Ragnar Relay Measures of Success 2016

Wasatch Back Ragnar Relay

Measures of Success – Saturday, June 18, 2016

From: Jenny Diersen, Special Event Coordinator, Park City Municipal Corporation

Attn: Liz Murdock Davidson, Event Applicant – Wasatch Back Ragnar Relay

Date: May 10, 2016

I am including items to ‘measure’ successful event below. Should you have any questions, comments or concerns, please advise. Our number one priority is the safety of your event and our community and the success of your event.

- Clearly designated no support zones and course maps – e-maps are permitted, but should be sent to Park City if any changes are made.
- Vans must pull all the way off road ways – no blocking traffic.
- ALL VANS and Runners must be identified with Ragnar stickers
- Park City is a no support zone for Vans.
 - Ragnar is responsible for having signage approved in the Three Kings neighborhood entry areas, stating that Ragnar vans cannot enter this area.
- Please provide lead Ragnar contacts for both exchanges.
- Parking and Crowd control volunteer plan required.
- Ragnar is responsible for notifying residential areas and businesses that will be impacted by the event.
- Ragnar is responsible for implementing and approving a UDOT plan in coordination with Park City Municipal Transportation Planning and the Park City Police Department.
- Ragnar is responsible for providing their own barricades, but shall coordinate placement within the City.
- Noise and lights must be kept to an absolute minimum before 8 a.m. and after 8:00 p.m.
- Ragnar to firm up any delivery schedules for restrooms and equipment etc.
- At no time should we see ANY Ragnar Vans on Royal Street.
- Runners should follow signs and stay on the sidewalk or the correct side of the road. Please no running in the middle of the road.
- On Marsac Avenue to Guardsman’s Vans Should not pull over (or slow if possible) to support runners.
 - Watch Mine Area and Guardsman’s Connect. Vans need to move on.
- We are concerned with this road as it is also heavily used for Savor the Summit and people coming over from PC.
- At the top, Vans MUST pull all the way off the road.
- Traffic and security/safety plan to be coordinated with Park City, Summit County and Wasatch County and others as appropriate.
- Ragnar is responsible for picking up and disposing all trash throughout course, and at exchanges no later than 24 hours after the event has ended.
- Ragnar is responsible for providing a staff person in the Command Center as well as at each exchange to help with coordination and decision making during the event.
- Vans and Runners must abide by all posted signs and officials – City, County, and State.
- Park City Municipal Invoice will be sent after the event. Once the invoice is received, payment should be sent no later than 30 days later.
- Debrief is scheduled for June 22. Debrief shall occur before Ragnar releases dates or registration for the 2017 event.



Park City Municipal Corporation

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PRINT

SUBMIT

APPLICATIONS DO NOT CONSTITUTE AS A PERMIT.

PERMITS ARE APPROVED BY THE SPECIAL EVENTS DEPARTMENT OR CITY COUNCIL IN WRITING AFTER COMPLETE APPLICATIONS ARE REVIEWED UNDER PARK CITY MUNICIPAL CODE 4-8.

Applications for Special Event Permits are due no later than 90 days (Level 3), 60 days (Level 2), or 30 days (Level 1) prior to an event. Incomplete applications cannot be reviewed. Applications submitted after the deadlines as described above may be denied. More information can be found at www.parkcity.org or by contacting specialevents@parkcity.org.

IF YOU HAVE QUESTIONS, OR WOULD LIKE TO SCHEDULE A MEETING BEFORE SUBMITTING YOUR APPLICATION, PLEASE CONTACT:

Tommy Youngblood
tommy.youngblood@parkcity.org

435.615.5187

Jenny Diersen jenny.diersen@parkcity.org

435.615.5188

APPLICATION FEES & EXPENSES

Level Three Special Event Permit \$160.00
Level Two Special Event Permit \$80.00
Level One Special Event Permit \$40.00

- Application Levels are determined by the Special Events Department after reviewing complete applications.
- Additional fees for other City Services will be estimated and provided to the applicant upon receipt of a complete application.
- Applicants may incur additional expenses from other City, County or State jurisdictions.
- Fee Reductions for some City Services are considered bi-annually. Fee Reduction Applications are due on:
- **April 1**, for events July 1 – December 31; and **October 1**, for events January 1 – June 30.

AS THE APPLICANT YOU UNDERSTAND & AGREE TO THE FOLLOWING: (Check all that you understand and agree to)

- ☒ To insure prompt and accurate processing of your application, ensure that **ALL** support materials and documentation accompany your application. Failure to do so will constitute an incomplete application and may delay review and approval processes. I understand a complete application shall include this application completed, with traffic and transportation plan, contingency plan – including operations plan, emergency plan, weather conditions and residential and notification outreach plan; site plan and permission of use for properties.
- ☒ Park City Municipal Corporation requires a certificate of insurance in an amount to be determined by the City Attorney's Office. Submitting incomplete application information may delay the ability to determine the amount required. The amount of insurance required by the City Attorney's office is final and the applicant shall be required to submit proof of coverage including naming Park City Municipal Corporation, 445 Marsac, P.O. Box 1480, Park City, Utah 84060 as additionally insured prior to the start of any event activity.
- ☒ After the application is evaluated, the applicant will be responsible for providing proof that I have obtained other permits as necessary from City, County or State agencies, as well as the application fee amount based on the Level of event.
- ☒ I understand that as the applicant, I will assume and reimburse the City for any and all costs and expenses determined by Park City Municipal Corporation. Park City Municipal Corporation may require a deposit to cover such expenses. I may incur costs from other departments or other jurisdictional agencies. I understand I can request an estimate of City Services for the event upon submitting a complete application, and that should I choose to, I can request a reduction of fees for some services as pertains to Park City Municipal code 4-8-9 through the bi-annual fee reduction application and process.
- ☒ I understand I am able to request a meeting with the Special Events Department prior to submitting an application and that this application does not constitute as a valid permit. I understand that permits are approved by the Special Events Department or City Council in writing after complete applications are reviewed under Park City Municipal Code 4-8.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

NAME OF EVENT: **Ragnar Relay Wasatch Back**

FIRST TIME EVENT: ☐ Yes ☒ No ANNUAL EVENT: ☒ Yes ☐ No IF ANNUAL, HOW MANY YEARS: **12**

ANNUAL EVENT THAT WILL BE THE SAME AS LAST YEAR: ☐ Yes ☒ No

ANNUAL EVENT THAT WILL HAVE CHANGES FROM LAST YEAR: ☒ Yes ☐ No

NAME OF APPLICANT (FIRST & LAST): **Elizabeth (Liz) Davidson**

TITLE / POSITION: **Race Director**

BUSINESS / ORGANIZATION NAME: **Ragnar Events, LLC**

IS BUSINESS / ORGANIZATION A REGISTERED NON-PROFIT ☐ Yes, a copy of IRS paperwork is attached ☒ No

MAILING ADDRESS OR BUSINESS / ORGANIZATION: **12 S 400 W, Suite 200**

CITY, STATE, ZIP: **Salt Lake City, UT 84101**



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PHYSICAL ADDRESS OF BUSINESS / ORGANIZATION: 12 S 400 W, Suite 200										
CITY, STATE, ZIP: Salt Lake City, UT 84101										
PHONE (PRIMARY): 801-390-6890					PHONE (SECONDARY): 801-499-5024					
EMAIL: liz@ragnarrelay.com										
BUSINESS / ORGANIZATION WEBSITE: www.runragnar.com										
SOCIAL MEDIA LINKS: https://www.facebook.com/events/968717599815987/										
DAY OF EVENT PRIMARY CONTACT										
ON-SITE DAY OF PRIMARY CONTACT NAME (FIRST & LAST): Liz Davidson										
ON-SITE DAY OF PRIMARY CONTACT CELL PHONE: 801-390-6890										
ON-SITE DAY OF PRIMARY CONTACT EMAIL: liz@ragnarrelay.com										
PUBLIC EVENT INFORMATION										
WEB SITE FOR PUBLIC EVENT INFORMATION: www.runragnar.com										
PHONE NUMBER FOR PUBLIC EVENT INFORMATION: 801-499-5024										
EMAIL ADDRESS FOR PUBLIC EVENT INFORMATION: customerservice@ragnarrelay.com										
Overall event description is attached as a separate document, with the contingency plan and is submitted with the application.										
EVENT LEVEL DETERMINATION										
THE EVENT WILL INCLUDE THE FOLLOWING ACTIVITIES: (Check all that apply)										
☐	☐	☐	☒	☐	☐	☒	☐	☐	☐	
FESTIVAL / FAIR	PARADE	SKI / SNOW BOARD	RUN	BIKE	WALK	TRAIL USE	CONCERT	CULINARY	FILMING	
☐		☐		☒			OTHER:			
ARTS & CULTURE EVENT		HOLIDAY CELEBRATION		RECREATION / SPORTING EVENT						
THE EVENT WILL INVOLVE THE USE OF: (Check all that apply)										
☐	☒	☐	☐	☒	☐	☐	☒	☐	☒	
MAIN STREET	RESORT PROPERTY	SCHOOL DISTRICT PROPERTY	PRIVATE PROPERTY	CITY PARKS	CITY FIELDS	CITY FACILITY RENTAL	RESIDENTIAL AREAS	PARK CITY LIMITS	MULTI-JURISDICTION	AMPLIFIED SOUND
THE TARGET MARKET FOR THIS EVENT IS: (Check all that apply)										
☒	☒	☒	☒	☒	☒	☐	☐	☒	OTHER: ☐	
YOUTH / FAMILIES	ADULTS	LOCAL	STATE-WIDE	REGIONAL	NATIONAL	INTER NATIONAL	SPECTATORS	PARTICIPANTS		
THIS EVENT WILL: (Check all that apply)										
☒	☒			☐		☐		☐		
LIMIT # OF PARTICIPANTS	BE FREE FOR SPECTATORS			BE FREE FOR PARTICIPANTS		INCLUDE VENDORS OR SPONSOR		BE FREE AND OPEN TO THE PUBLIC		
☐	☐			☒		☐		☐		
LIMIT # OF SPECTATORS	CHARGE ADMISSION FOR SPECTATORS			CHARGE PARTICIPANTS		NOT INCLUDE VENDORS OR SPONSOR		BE A PRIVATE EVENT		
THIS EVENT WILL BE HELD: (Check all that apply)										
EVENT DATE(S): June 18, 2016										
☐	☐	☐	☐	☐	☐	☒	☐			
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY				
☐		☐		☐		☒				
WEEKLY		MONTHLY		SERIES		ONE DAY				
NUMBER OF EVENT(S): 1					# OF CONSECUTIVE DAYS: 1					



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ONE DAY EVENT HOUR(S)			
EVENT HOUR(S): 13 hours		OPENING TIME: 6 AM	EVENT ENDS: 7 PM
EVENT SET-UP DATE: June 17, 2016		BREAK-DOWN DATE: June 18, 2016	
SET-UP TIME(S): 5 AM		BREAK-DOWN TIME(S): Immediately following last runner	
MULTIPLE DAY EVENT HOUR(S) – If different for each date			
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	OPENING TIME:	EVENT ENDS:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S): N/A		BREAK-DOWN TIME(S):	
INCLIMATE WEATHER INFORMATION:			
DAY: N/A	DATE: N/A	OPENING TIME: N/A	EVENT ENDS: N/A
EVENT SET-UP DATE: N/A		BREAK-DOWN DATE: N/A	
SET-UP TIME(S): N/A		BREAK-DOWN TIME(S): N/A	
☒	No inclement weather date is required, and the event will be held rain or shine. I understand the event may be cancelled or postponed by the city due to hazardous or damaging conditions		
EVENT ATTENDANCE (Complete all that apply)			
IF ANNUAL EVENT: 7020			
TOTAL EVENT ATTENDANCE OF PREVIOUS YEAR: 11,500		TOTAL DAILY EVENT ATTENDANCE OF PREVIOUS YEAR: 11,500	
ALL APPLICANTS MUST COMPLETE THE FOLLOWING SECTION (NEW OR ANNUAL EVENTS)			
ESTIMATED # OF PARTICIPANTS: 3500		ESTIMATED # OF VENDORS: 0	
ESTIMATED # OF SPECTATORS: 25		ESTIMATED # OF VOLUNTEERS: 200	
ESTIMATED # OF STAFF: 30		ESTIMATED DAILY ATTENDANCE: all	
ESTIMATED HIGHEST TOTAL ATTENDANCE AT ONE TIME: 1000		ESTIMATED TOTAL ATTENDANCE OF ENTIRE EVENT: 3500	
☒	I anticipate the event to have an attendance of 500 or more people and understand, as the applicant, I may be required to obtain a mass gathering permit from summit county: http://www.summitcountyhealth.org/		



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SIDEWALK & STREET USE (circle and complete all that apply)

THE EVENT WILL HAVE:

STREETS

☐	STREET CLOSURE MAP IS ATTACHED	☐	CLOSURE SIGN / MARKING				
☐	ROLLING CLOSURE	☐	PARTIAL CLOSURE	☐	FULL CLOSURE	☒	NO CLOSURE
NAMES OF STREETS TO BE CLOSED:				TIMES: (START / END OF CLOSURE)			
				START:		END:	
				START:		END:	
				START:		END:	
				START:		END:	

REASON FOR CLOSURE:

SIDEWALKS

☐	SIDEWALK CLOSURE MAP IS ATTACHED	☐	CLOSURE SIGN / MARKING				
☐	PARTIAL CLOSURE	☐	FULL CLOSURE	☒	NO CLOSURE	☒	CROWD CONTROL PLAN
ADDRESS:							
ADDRESS OF CLOSURE: (FROM / TO)				TIMES: (START / END OF CLOSURE)			
FROM:		TO:		START:		END:	
FROM:		TO:		START:		END:	
FROM:		TO:		START:		END:	
FROM:		TO:		START:		END:	

REASON FOR CLOSURE:

TRAILS

☒	TRAIL COURSE MAP IS ATTACHED	☒	COURSE / SIGN MARKING INFORMATION IS ATTACHED
NAMES OF TRAILS TO BE USED:			
Jenni's Trail - Turtle Trail - Home Run			
Treasure Hollow - Bonanza Access - Jonesy's			
Woodside - Georgeanna - Empire Bowl			

PARADE

ASSEMBLY AREA:		DISBANDING AREA:		# OF PARADE ATTENDEES:	
PARADE IS:					
☐	☐	☐	☐		
WALKING ONLY	VEHICLES & WALKING	VEHICLES ONLY	WILL HAVE ANIMALS		

OTHER PARADE INFO:



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CITY PARKING FACILITIES REQUEST			
GENERAL PARKING (Where will you be directing event attendees to park cars?)			
HOW MANY PARKING SPACES DOES THE EVENT NEED? 100		AT HIGHEST POINT? 100	
☐ MAIN STREET	☐ CHINA BRIDGE	☐ FLAGPOLE LOT	☐ BREW PUB LOT
☐ SANDRIDGE PARKING LOTS	☐ PARK AVENUE	☐ CITY PARK	☐ MAWHINNEY LOT
☐ QUINNS LOT	☐ RICHARDSON FLATS	OTHER: Guardsman's Pass	
WILL THE EVENT PROVIDE TRANSPORTATION SERVICES TO THE EVENT FROM PARKING AREAS?:			☐ YES ☒ NO
ADA PARKING AVAILABLE?:			☒ YES ☐ NO
THE EVENT WILL REQUIRE PARKING REMOVAL?:			☐ YES ☒ NO
The event will require parking removal as indicated below, and I will complete a special use of public parking application as required with the Park City Parking Services Department			
NAME OF AREA OR STREETS:		BETWEEN:	
TIME – START / END:		REASON (what/who):	
NAME OF AREA OR STREETS:		BETWEEN:	
TIME – START / END:		REASON (what/who):	
NAME OF AREA OR STREETS:		BETWEEN:	
TIME – START / END:		REASON (what/who):	
NAME OF AREA OR STREETS:		BETWEEN:	
TIME – START / END:		REASON (what/who):	
TRANSPORTATION			
WILL THE EVENT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS?			
☐ BUS	☐ BIKE	☐ WALK	
THE APPLICANT IS PROVIDING SHUTTLE OR BUS TRANSPORTATION OUTSIDE OF THE CITY'S SCHEDULE. THE APPLICANT HAS PROVIDED BUS DROP OFF AREA ON THE SITE MAP ATTACHED WITH THIS APPLICATION.			
NAME OF TRANSPORTATION PROVIDER / COMPANY:			
PHONE:		EMAIL:	
☐ THE APPLICANT IS PROVIDING BIKE TRANSPORTATION AT THE EVENT. WE HAVE PROVIDED BIKE PARKING AREAS ON THE SITE MAP WITH THIS APPLICATION.			
☐ WE ARE PROVIDING WALKING AS AN OPTION TO ATTEND THE EVENT. WE HAVE PROVIDED WALKING PATH IDEAS ON THE SITE MAP WITH THIS APPLICATION.			
ADDITIONAL TRANSPORTATION INFORMATION:			
PUBLIC FACILITY USE			
CHECK ALL THAT APPLY:	☐ MINERS HOSPITAL AT CITY PARK	☐ PARK CITY LIBRARY MEETING ROOMS	☐ JIM SANTY AUDITORIUM
	☐ SOPUTH CITY PARK	☐ CITY PARK COVERED BBQ AREA	☐ CITY PARK GAZEBO / STAND
	☐ CITY PARK SOFTBALLFIELD	☐ CITY PARK RUGBY FIELD	☐ SKATE PARK AT CITY PARK
	☐ QUINN'S SPORTEX FIELDS	☒ ROTARY PARK	☐ SCHOOL DISTRICT FIELDS
	☐ DIRT JUMP PARK	☐ PARK CITY ICE ARENA	☐ OTHER:



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TEMPORARY STRUCTURES & FLAMMABLE MATERIALS

I UNDERSTAND ALL TEMPORARY STRUCTURES AND FLAMMABLE MATERIALS MUST BE APPROVED BY THE PARK CITY BUILDING DEPARTMENT. SUCH INSPECTIONS WILL REQUIRE A FIRE/BUILDING PERMIT TO BE SUBMITTED 10 DAYS BEFORE THE EVENT, AS WELL AS AN INSPECTION THE DAY OF THE EVENT.

☐	☒	☐	☐	☐
TEMPORARY BLEACHERS	INFLATABLES	CANOPIES	TEMPORARY BADGES	TEMPORARY LIGHTING
☒ TENTS 10X10 OR UNDER		HOW MANY: 1 Medic Trailer by PCFD		
☒ TRAILER		HOW MANY: 1 Medic Trailer by PCFD		
☐ STRUCTURES OVER 6 FEET TALL		PURPOSE:		HOW MANY:
DOES EVENT HAVE ELECTRICAL NEEDS?:		☒ YES ☐ NO	DOES EVENT REQUIRE USE OF GENERATORS ☒ YES ☐ NO	
WILL YOU BE REQUESTING PERMITS FOR FIREWORKS?:			☐ YES ☒ NO	
WILL THE EVENT REQUIRE THE USE OF FLAMMABLE MATERIALS, FUELS OR GASSES?:			☐ YES ☒ NO	
NAME SUCH MATERIALS:				

WASTE MANAGEMENT AND RECYCLING

☒ THE EVENT WILL PROVIDE ITS OWN GARBAGE CANS AND WASTE MANAGEMENT.						
☒ THE EVENT WILL PROVIDE ITS OWN DUMPSTERS, WHICH IS INDICATED ON THE SITE MAP.						
☐ THE EVENT WILL USE THE CITY'S GARBAGE CANS AND WASTE MANAGEMENT, REQUIRING ADDITIONAL FEES.						
☐ THE EVENT WILL USE THE CITY'S DUMPSTERS, REQUIRING ADDITIONAL FEES.						
☒ THE EVENT WILL HIRE A COMPANY AND PROVIDE RECYCLING SERVICES FOR THE FOLLOWING MATERIALS:						
☒	☒	☒	☒	☒	☐	☐
PLASTIC	PAPER	ALUMINUM	GLASS	CARDBOARD	COMPOST	OTHER
☐ THE EVENT WILL UTILIZE CITY RESTROOM FACILITIES (List areas of city restroom facilities below:						
☒ THE EVENT WILL BRING ITS OWN RESTROOMS AND SANATARY STATIONS. (May be required by Summit County Health Department or Park City Building Department)						
WILL ANIMALS BE AT THE EVENT?:		☐ YES ☒ NO	IF YES, PLEASE DESCRIBE TYPE OF ANIMALS AND WASTE PLANS			
TYPES OF ANIMALS:						
☐ I HAVE INCLUDED THE PLACEMENT OF THE ANIMALS IN THE SITE MAP OR LINE UP IN THE CONTINGENCY PLAN						
WILL DOGS BE ALLOWED AT THE EVENT?:		☐ YES ☒ NO	☐ LEASHED	☐ UNLEASHED		
☐ WASTE MANAGEMENT PLAN HAS BEEN DESCRIBED IN THE CONTINGENCY PLAN ATTACHED TO THIS APPLICATION.						

FOOD & MERCHANDISE SALES

☒ I UNDERSTAND THAT ALL VENDORS MUST OBTAIN A PARK CITY BUSINESS LICENSE. ALL VENDORS SERVING FOOD OR DRINKS MAY BE REQUIRED TO OBTAIN A FOOD SERVICE OR FOOD HANDLERS PERMIT FROM SUMMIT COUNTY.				
WILL THERE BE SALE OF MERCHANDISE?:			☐ YES ☒ NO	
WILL THERE BE COMPLIMENTARY FOOD?:			☐ YES ☐ NO	
WILL THERE BE SALE OF FOOD?:			☒ YES ☐ NO	
WILL THERE BE ALCOHOL FOR SALE?:			☐ YES ☒ NO	
☐	☐	☐		
BEER	WINE	LIQUOR		
☐ I HAVE CONTACTED THE PARK CITY FINANCE DEPARTMENT REGARDING REQUIREMENTS FOR BEER & LIQUOR				



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☐ I UNDERSTAND THAT THE UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL (UDABC) MAY REQUIRE OTHER PERMITS.				
WILL FOOD ITEMS BE PRE-PACKAGED?:			☒ YES	☐ NO
WILL FOOD ITEMS BE COOKED ON SITE?:			☒ YES	☐ NO
☒ I UNDERSTAND THAT IF COOKING IS ONSITE, A PARK CITY BUILDING/FIRE PERMIT MAY BE REQUIRED.				
WILL FOOD ITEMS BE PREPARED OFFSITE?:			☒ YES	☐ NO
DESCRIBE ITEMS:				
Food Trucks				
TEMPORARY SIGNS				
WILL THERE BE TEMPORARY SIGNS AT THE EVENT?:			☒ YES	☐ NO
☒ I HAVE ATTACHED A SIGN PLAN DESCRIBING THE CONTENT, SIZES AND LOCATIONS IN THE CONTINGENCY PLAN.				
SAFETY - SECURITY				
☒ THE EMERGENCY AND SECURITY PLAN HAS BEEN ATTACHED IN THE OPERATIONS PLAN, INCLUDING CROWD CONTROL, ACCESS, FIRST AID. AFTER REVIEW OF THIS APPLICATION, REQUIREMENTS FOR EMTS, FIRE AND POLICE SERVICES WILL BE DETERMINED AS PART OF THE CONDITIONS OF APPROVAL OF THIS EVENT. THE SPECIAL EVENTS DEPARTMENT WILL BE ABLE TO GIVE THE APPLICANT AN ESTIMATE OF SUCH CITY SERVICE REQUIREMENTS.				
☒ THE EVENT WILL REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.				
☐ THE EVENT WILL NOT REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL.				
COMMUNICATION NEEDS				
WILL THERE BE INSTALLATION OF AN ANTENNA FOR COMMUNICATION NEEDS?:			☐ YES	☒ NO
☐ INSTALLATION OF AN ANTENNA FOR COMMUNICATION IS INDICATED IN THE SITE PLAN WITH SPECIFICATIONS.				
MARKETING OF EVENT				
PROPER MARKING OF YOUR EVENT IS VITAL TO ITS SUCCESS. PLEASE CONTACT THE PARK CITY CHAMBER FOR ADDITIONAL INFORMATION AND ASSISTANCE: www.visitparkcity.com				
☒ I HAVE CHOSEN TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.				
☐ I HAVE CHOSEN NOT TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.				
WHO IS THE TARGET MARKET FOR THIS EVENT?:		All ages		
WHERE IS THE TARGET MARKET FOR THIS EVENT?: (choose all that apply)				
☒ LOCAL	☒ REGIONAL	☒ NATIONAL	☐ INTERNATIONAL	
WILL THIS EVENT BE FILMED AND TELEVISED?: (choose all that apply)			☐ YES	☒ NO
☐ LOCAL	☐ REGIONAL	☐ NATIONAL	☐ INTERNATIONAL	
PLEASE LIST ALL ADVERTISEMENT INCLUDING MEDIA COVERAGE, NEWSPAPER AND MAGAZINES:				
MEDIA (RADIO/TV): online, emails to data base				
NEWSPAPER: online, emails to data base				
MAGAZINES: online, emails to data base				
OTHER: online, emails to data base				
PLEASE SELECT RANGE OF MARKETING BUDGET:				
☒ \$100 OR UNDER	☐ \$100 - \$500	☐ \$500 - \$1,000	☐ \$1,000 - \$2,500	☐ ABOVE \$2,500



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APPLICANT AGREEMENT & SIGNATURE

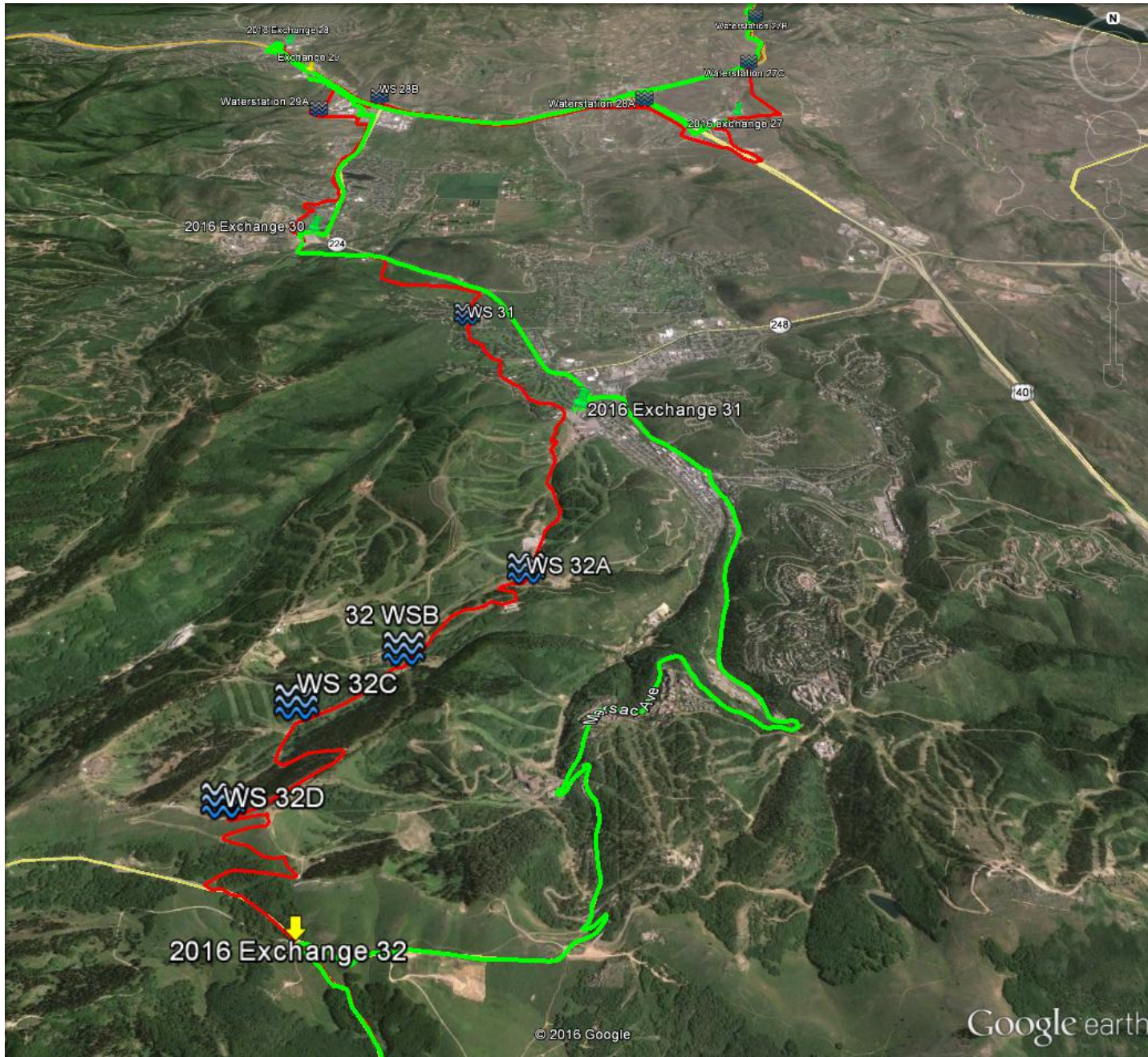
I, the undersigned representative, have read the rules and regulations with reference to this application and am duly authorized by the organization to submit this application on its behalf. The information contained herein, including supporting documentation is complete and accurate.

Name (Printed): Elizabeth Davidson

Signature: Elizabeth Davidson

Digitally signed by Elizabeth Davidson
Date: 2016.03.17 15:15:07 -06'00'

Date: 3/17/16



Green Line – Van/ Support Vehicle Path

Red Line – Runner Course

WS – Water Stations on Runner Course

31 – Minor Exchange, Park City Base

32 – Minor Exchange, Guardsman's Pass

School, School District Offices, The Learning Center and the East Side (Eccles Center) Parking Lot at the High School. Vans are not to Park in the McPolin Elementary Parking Lot or the West Side of the High School Lot.

- No parking is permitted at Deer Valley or on the sides of the roads. All vehicles must be parked in a designated parking space throughout the course. At no time shall a vehicle park on the side of a road anywhere along the course.
3. The events associated with the Ragnar Wasatch Back Relay will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
 4. The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
 5. There are other Master Festival and Special Event Licenses that have been granted for June 16, 2012. The table below will show in column (A) - Geographic separation of events; column (B) - Proposed time and duration of the events; column (C)- Anticipated attendance. The Ragnar Wasatch Back Relay will not substantially interfere with the logistics and venue for any event for which a license has already been granted and with the provision of City services in support of other such events or governmental functions based on the following:

DATE	EVENT	A – Geographic Separation	B - Proposed Time & Duration	C – Anticipated Attendance
Saturday, June 20, 2015	Ragnar Wasatch Back Relay	Richardson Flats, Quinn's, School District Properties, Deer Valley Properties, City right of way and trails	12:00 a.m. to 11:59 p.m.	12,000
Saturday, June 20, 2015	Savor the Summit	Main Street	7:00 a.m. to 11:30 p.m.	3,500
Saturday, June 20, 2015	Jans White Pine Super Demo	Park City Mountain Resort	9:00 a.m. to 3:00 p.m.	300

6. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
7. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.

Conclusions of Law:

Exhibit E – 2015 Wasatch Back Ragnar Relay Findings & Conditions of Approval

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

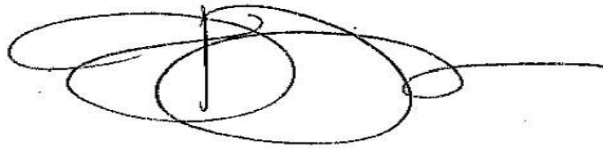
1. The applicant, at its' cost, shall incorporate such measures as directed by Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the applicant.
2. The applicant will work with City Staff to orient the activities so as to minimize sound impacts to the neighborhood and the applicant shall monitor the following:
 - (A) The program manager, or his/her designee, shall provide on-site management for each aspect of the event.
 - (B) The program manager shall be responsible to ensure that the sound system maintains the sound at an A-weighted sound level adjustment and maximum decibel level of 90, as measured twenty-five feet (25') in front of the stage. No amplified sound is permitted before 10:00 a.m. or after 10:00 p.m.
 - (C) All events, except race fee entry, shall be open to the public and free of charge.
3. Applicants shall provide proof of liability insurance in the amount of four million dollars (\$4,000,000) or more as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as additional insured. All Applicants shall further indemnify the City from liability occurring at the event except for any claim arising out of the sole negligence or intentional torts of the City or its employees.
4. All plans for tents, stages and other temporary structures shall be submitted to the Building Department for review and permitting by June 19, 2015.
5. The applicant is responsible for a Race Operation, Parking and Pedestrian Management Plan in a form approved by the Park City Municipal Event Manager and Chief of Police.
6. Applicant is advised they are utilizing city open space protected by Conservation Easements. Race activity shall be limited to existing trails and approved rights-ways and easements. Participants and spectators shall be advised to stay on trails and minimize impacts. Writing/spray painting messages (other than official pre-approved trail markings) and discarding water bottles, empty food packets or other litter on trails is prohibited. Applicant accepts the use of all public rights of way, easements and trails in an "as is" condition and Park City make no representations regarding fitness for particular purposes authorized herein.
7. The Park City Trail Coordinator may cancel use of the Trail System if it is determined that such use by the event may harm the trails due to their current condition and/or potential weather that would effect that condition.
8. The applicant use of barricade and signage will be in accordance with the

Manual of Uniform Traffic Control Devices (MUTCD) for the duration of the event.

9. All Summit and Wasatch County permit approvals required for this event shall be secured by June 19, 2015 and submitted to Park City Municipal.
10. Registrations for the 2016 calendar year may NOT be advertised and sold until Council review and approval which will occur after a full debrief of the 2015 event with Park City Municipal representatives, Summit County representatives and any other applicable service providers and submittal of the required information for a thorough review by the Park City Special Events Department.

APPROVED this Tuesday, the 16th day of June, 2015.

PARK CITY MUNICIPAL CORPORATION

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Jenny Diersen, Special Events Coordinator
435.640.5063 jenny.diersen@parkcity.org



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

A proposed site has been selected for a new Public Utilities and Streets facility. Initial work includes site investigation consisting of a geotechnical study, utilities study, and concept grading for an operational storage basin and overall site. This work will be performed in advance of any architectural related effort. To progress with this Phase 1 work, staff recommends Council authorize the City Manager to execute a professional services agreement, in a form approved by the City Attorney, with Bowen Collins & Associates, Inc., for the public utilities facility engineering services in an amount not to exceed \$180,000

Respectfully:

Roger McLain, Water Engineer



City Council Staff Report

Subject: Public Utilities and Streets Facility Engineering Services
Professional Services Agreement – Bowen Collins and
Associates
Author: Roger McClain, Public Utilities Engineering Manager
Department: Public Utilities
Date: May 19, 2016
Type of Item: Administrative

Summary Recommendation

Staff recommends Council authorize the City Manager to execute a Professional Services Agreement, in a form approved by the City Attorney, with Bowen Collins & Associates, Inc., for the Public Utilities Facility Engineering Services in an amount not to exceed \$180,000.

Executive Summary

The continued growth and success of Park City as well as ongoing operational changes and increasing Federal and State regulations, continue to place challenges on Public Utilities efforts to continue the current Level of Service (LOS). To address these challenges the expansion of operational and administrative facilities is needed. In addition, treatment studies have identified that an operational storage basin is essential to the Quinns Junction Water Treatment Plant treatment process.

In response, staff has identified a location that can serve for both the development of a new Public Utilities and Streets Facility as well as provide a site for an operational storage basin. Subsequently, to address development of the site, staff has issued Requests for Qualifications (RFQ) for both engineering and architectural related services. Engineering services are intended to address, geotechnical related studies, utility design, site grading, and operational storage basin design and Architectural services will address facility layout, site design, and building design.

Through the RFQ process, Bowen Collins & Associates has been selected to provide engineering services. This staff report addresses the initial step, Phase 1, of engineering services required for the selected site. These Phase 1 - Preliminary Engineering services will identify existing site conditions and develop conceptual mass grading alternatives and their associated costs.

Acronyms

The following acronyms and abbreviations have been used in this report:

City	Park City Municipal Corporation
LOS	Level of Service
QJWTP	Quinns Junction Water Treatment Plant
RFQ	Request for Qualifications
SOQ	Statement of Qualifications

The Problem

Park City's greatest assets include the built infrastructure and natural environments which offer a high quality of life for residents and visitors. Management of these assets and the services provided by Public Utilities has provided the foundation for our unprecedented success and we must prioritize and invest in securing the long term Public Utilities resource needs to achieve City Council's vision and goals.

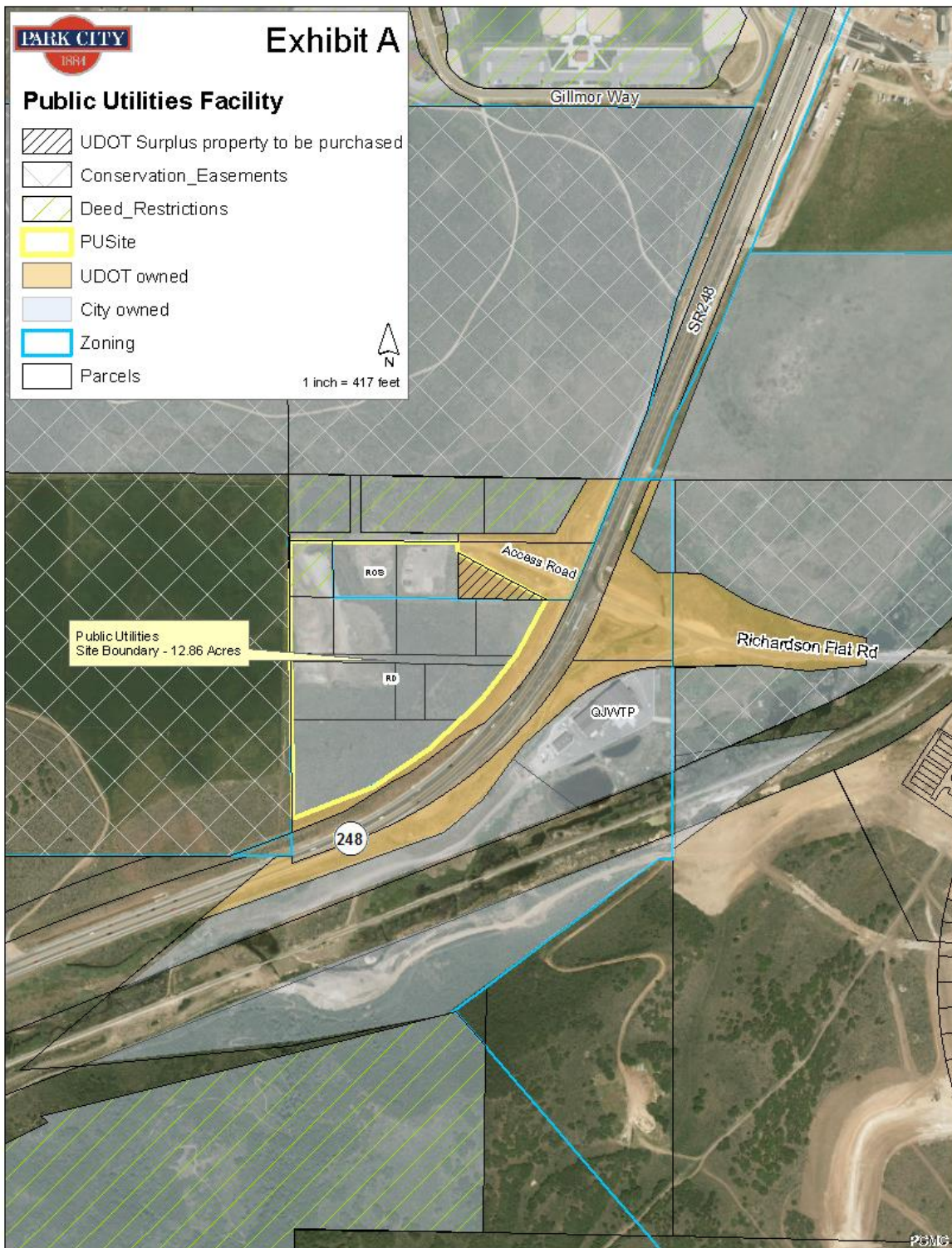
In order to continue the current Level of Service (LOS) provided by Public Utilities resulting from growth demands in Park City, increasing Federal and State regulations, and progressive operational needs, additional land and financial capital must be allocated for the expansion of operational and administrative needs. Public Utilities must expand its physical operational space and provide the tools, resources, and provide for basic administrative needs.

Background

Staff has recently developed a detailed space needs assessment for the Public Utilities Department. It is estimated that the Public Utilities Team (Water, Streets, and Storm Water) will need at least 4 acres to address current and 30-year projected space needs for requisites such as equipment and material storage, operations area, employee workspaces, training and meeting spaces, administrative space, and customer service areas. The site would also require approximately 5 acres for a small raw water operational storage basin and future treatment facilities. The 6 to 10 million gallon open surface raw water storage basin would be a part of our existing Rockport Water Importation System which the City has developed over the last 10 years at the cost of over \$45M. This importation system is critical to the water supply for Park City and water storage provides:

- Ability to equalize peak flows both in the summer peak months and during the snowmaking season (energy efficiencies)
- Operational and maintenance facilities for the raw water line (pigging/swabbing ability) and QJWTP treatment system (membrane and filter backwash and decant systems)
- Redundancy; in the event of the failure of a water supply source or power to the City water stored in this reservoir could still be treated by the QJWTP with its emergency power system
- Risk mitigation associated with the integrity of the importation system between Rockport Reservoir and the Quinns Water Treatment Plant (QJWTP)
- Development of micro-hydro power generation on the raw water pipeline

Staff has identified and secured a site for the facility; is in the process of platting and rezoning the property; and, in preparation for the development of the new Public Utilities and Streets Facility staff, has issued Requests for Qualifications for both engineering and architectural services. The subject property is shown on the following display.



Alternatives for City Council to Consider

A. Recommended Alternative:

Staff recommends Council approve the contract with Bowen Collins & Associates to enable the preliminary design of the future Public Utilities Facility site to progress.

Pros – Promotes initial site investigations and determination of any site constraints that could potentially impact design considerations or approved budgets

Cons – Capital cost impacts

– Supports use of the site as a Public Utilities Facility and restricts property use for other purposes

B. Null Alternative:

Council could choose not to approve the contract.

Pros – Capital improvement funds allocated for this project could be used for other projects

Cons – Delays could affect the overall project completion schedule which would impact other time-sensitive water related projects including the Stipulated Compliance Order for mining-influenced-water treatment projects

– Delays would require other equipment and vehicle storage solutions to be pursued which would potentially impact Levels of Services and operating budgets for the Public Utilities Department

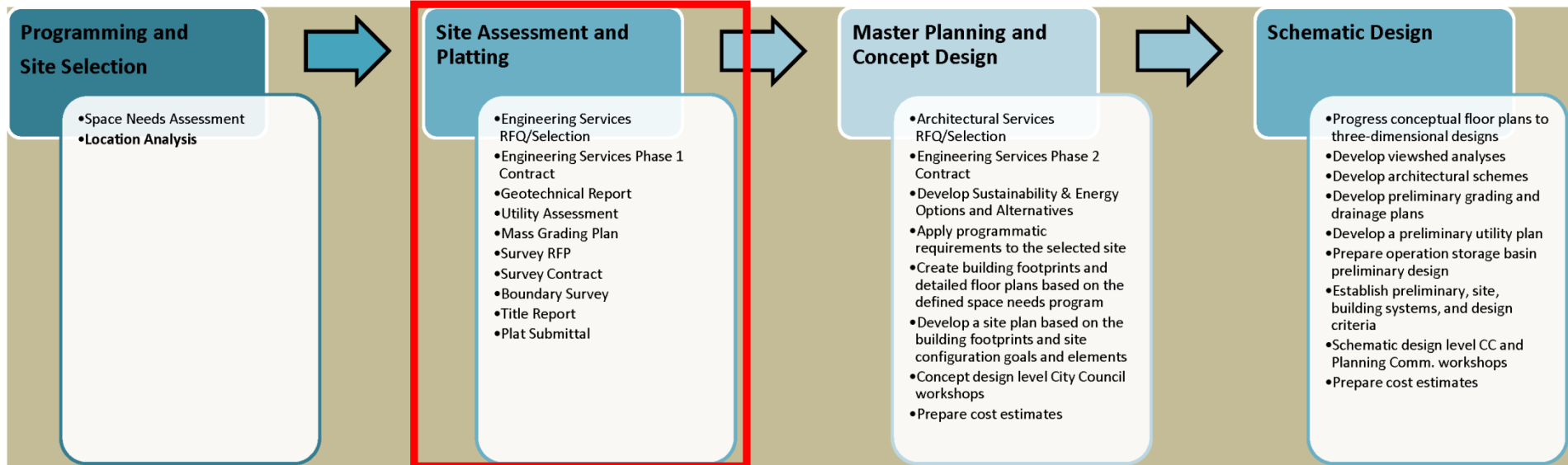
Analysis:

In preparation for the development of the new Public Utilities and Streets Facility, staff has issued Requests for Qualifications for both engineering and architectural services. The two disciplines were separated to better address the distinctly different project design needs. Engineering services will address the geotechnical related work, utility design, site mass grading design and operational storage basin design. Architectural services will address facility site circulation and layout, space needs functionality, entry corridor viewshed concerns, and the building design. It is expected that the two consultants will be working in collaboration to prepare a complete project design. The City's Project Manager, Roger McClain, will be working under the guidance of the Public Utilities Director.

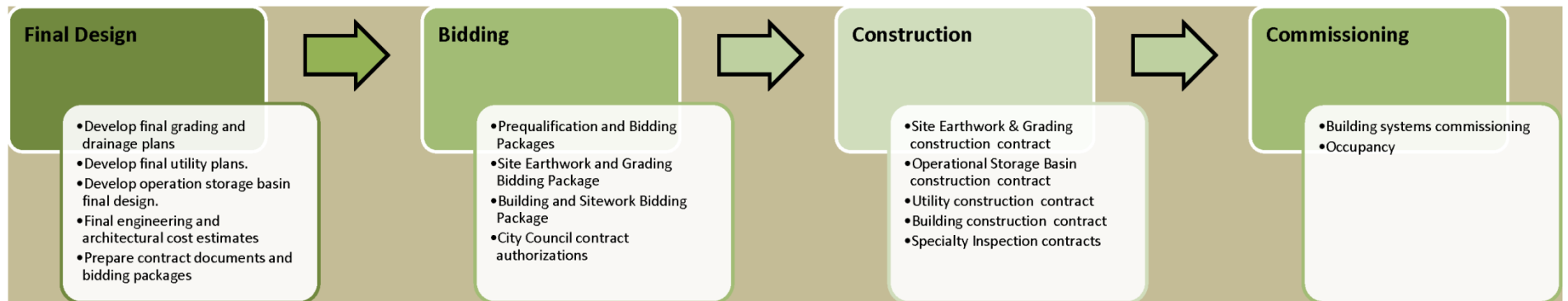
This recommendation addresses the initial phase of the engineering services which includes preliminary storage basin design, geotechnical investigation, utility investigations, and preliminary earthwork and grading. The following display presents the Project Work Plan. The current status is reflected in red.

PCMC PUBLIC UTILITIES AND STREETS FACILITY – WORK PLAN

PHASE 1



PHASE 2



Consultant Selection:

- RFQ for Public Utilities and Streets Facility Engineering Services was issued on March 16, 2016.
- RFQ was advertised on the City website, online at utahlegals.com, in the Park Record, and in the Salt Lake Tribune during the period of March 16, 2016 through April 7, 2016.
- Five consultants submitted Statements of Qualifications (SOQ) in response to the RFQ:

Hansen Allen & Luce, Inc.
Bockholt Landscape Architecture
Bowen Collins & Associates, Inc.
Ensign Engineering and Land Surveying
Stantec Consulting Services, Inc.

- Following receipt of the SOQ on April 7, 2016, and based on selection criteria identified in the RFQ, the selection committee comprised of staff selected Bowen Collins & Associates.
- Subsequently staff developed and negotiated the Phase I scope of services and associated fees with Bowen Collins & Associates which is included in Exhibit A to the Staff Report. The scope of services and fee summary are to be included in the Professional Services Agreement, as Addendum A, in an amount not-to-exceed of \$180,000.00. Staff feels that these fees are usual and customary with projects of this type, scope, and complexity.

Next Steps:

- Upon City Council authorization and subsequent contract execution, staff and Bowen Collins & Associates will begin site analysis, establish site design criteria, and develop site design alternatives.
- Following substantial completion of Phase 1 engineering and selection of a project Architect, a scope of services and fee for final design engineering services, Phase 2, will be developed to complement the Architectural scope of services.
- Staff intends to return to City Council with an addendum to the Bowen Collins & Associates original professional services agreement contract for Phase 2 Engineering Services.

Department Review:

Public Utilities, City Attorney's Office and Executive

Funding Source:

The funding for the project is from service fees and is part of the approved 5-year Water and Stormwater CIPs and the City general fund.

Exhibits:

EXHIBIT A: Public Utilities Facility – Engineering Services, Bowen Collins & Associates, Inc., Phase 1 Scope of Services and Fee Summary

EXHIBIT A

**Public Utilities Facility – Engineering Services, Bowen Collins & Associates, Inc.,
Phase 1 Scope of Services and Fee Summary**

ENGINEERING FOR PUBLIC UTILITIES & STREETS FACILITY
SCOPE OF WORK – PHASE 1

Park City is planning to construct a Public Utilities and Streets facility with multiple buildings on a 12.8 acre site located on the northwest corner of State Road 224 and Richardson Flats Road, west of the Quinn's Junction Water Treatment Plant. The facility will include an administration building, an operations building, a vehicle storage building, vehicle/equipment storage areas, materials storage improvements, and a 6 to 10 MG raw water operational storage basin with pretreatment buildings as indicated in the RFQ. It is understood that the City has previously completed the site survey work and is completing the updated property plat for the combined parcels that make up the site.

We also understand that the site is partially located within the Soil Ordinance Boundary and that metals-impacted-soils (M-I-S) were imported to this site from other locations within the City, beginning in approximately 2010. From discussions with a Park City employee who oversaw fill placement, we understand that M-I-S from other City sites within the Soil Ordinance Boundary have been imported and temporarily stockpiled at the site, creating a mound of fill on the order of 20 feet high located along the west-central portion of the site. The fill was imported over a period of approximately three years, and was intermittently capped with clean soil and vegetated between periods of importing. The area was cleared and grubbed prior to fill placement, and that the fill material was variable in soil type and color, with minor amounts of construction debris observed. The total amount of fill placed was reported to be approximately 30,000 cubic yards.

As Phase 1 of the site engineering work, the City would like to move forward with the preliminary engineering to include the geotechnical investigation and soils classification for the site with the intent to determine permanent disposal options for the soils. In addition, the geotechnical investigation will include work required for the site planning and design including design of a raw water storage basin. A utility investigation for the entire site will be performed and a preliminary site grading plan, to include the operation storage basin, will be performed. Initial investigations regarding design and permitting requirements for the raw water storage basin will be coordinated with the Utah State Dam Safety office.

Assumptions

- All surveying work will be provided by the owner including surveyed location of the geotechnical test holes
- All work related to architect coordination, further site grading evaluations and design, final operational storage basin design, and engineering for the public utilities and streets buildings, and design of the micro-hydro facility will be provided in a future phase.
- Operational storage basin and raw water piping systems hydraulic analysis will be provided by others (the QJWTP design consultant)
- City permit fees for the geotechnical investigation will be waived.
- The site is accessible with truck-mounted drilling equipment. Any additional equipment required to grade roads for the geotechnical drill rig access or to construct level drilling pads will be coordinated with and provided by Park City.

- All test pits, except the three deep pits in the existing fill mound and the shallow (1 to 2 feet deep) pits for contamination evaluation, will be backfilled with excavated native soil and compacted to 95 percent of the maximum dry density
- Structure design geotechnical recommendations will be based on planned cuts/fills, building finish floor elevations, and retaining wall heights as indicated on the Concept Site Plan dated March 3, 2016. If significant deviations from this plan occur, additional geotechnical field studies and engineering analyses may be warranted.

Phase 1 – Engineering Services

Task 1.1: Kickoff Meeting. BC&A met with Park City staff for a project kick-off meeting to define the project scope requirements, soils and environmental concerns, and determine the phasing for the project. Attendees include Public Utilities and Environmental staff from Park City.

Task 1.2: Site Visit. BC&A and GCI will visit and walk the project site with Park City personnel. Field reconnaissance of utilities, site constraints, current site uses, metals impacted soils, and site layout will be documented. Visual investigation of possible utility corridors and SR248 crossing locations will be made.

Task 1.3: Collect and Review Existing Information. BC&A will review pertinent information provided by Park City and others. It is assumed that the City will provide copies of relevant previous studies, record drawings, planning information, roadway information, finished and raw waterline information, property boundary and plat information, aerial photography, LiDAR topographic survey files, locations of onsite City facilities, information on existing City managed utilities and facilities in the area, and other relevant information. We will utilize City furnished aerial photography and topography for the design. It is assumed that no additional survey work will be required for the project.

Task 1.4: Utilities Investigation. BC&A will perform a records search and field review of utilities within the project area. As part of this task, we will collect utility maps and location data from various utility companies and add the approximate locations of major buried utilities as a layer on a digital base map. Where major utilities could affect the final design we will coordinate with Park City personnel to collect pothole information to determine or verify major utility locations so the design can address major utility conflicts. We understand how important it is to avoid conflicts with existing utilities whenever possible, and to identify the conflicts where they cannot be avoided. This scope assumes that a SUE company will be hired as part of this contract in a future phase.

Task 1.5: Utility Assessment and Agency Coordination. BC&A will contact and coordinate with representatives from UDOT, Park City Storm Water, Park City IT Department for telecommunications, Snyderville Basin Water Reclamation District, Park City Fire Marshall, Comcast, Questar, Rocky Mountain Power, Allwest, and Century Link to discuss the project. Requirements will be determined for obtaining service from the utilities for the project as well as utility crossings under State Road 248. A drainage study of the impacted drainage basin will be performed to determine pass through storm water flows. Storm water management and discharge requirements will be defined for onsite and offsite flows. Project design criteria for each agency will be determined and implemented during the design for both the operational storage basin and

the facilities campus. This will include storm water routing as well as the operational storage basin overflow sizing and routing through the site. The requirements for installing an irrigation system for the site will be determined to address the dust concern during earthwork construction processes.

Task 1.6: Survey and Mapping. Park City will provide property boundary and subdivision plat information, aerial photography, and a topographic LiDAR survey to be used as base mapping for the site. In addition, an existing conditions survey of the site will be provided. It is assumed that the survey data will be in Park City's coordinate system, North American Datum 83 (NAD83) Projection, State Plane Utah North U.S. Survey Feet Coordinate System, with North American Vertical Datum 88 (NAVD88). BC&A will research and obtain available contours that pre-date 2010 to establish the site topography prior to the import and placement of the metals impacted soils on the site.

Task 1.7: Geotechnical Investigation. BC&A staff will retain the services of Gerhart Cole Inc. (GCI), geotechnical sub-consultant, to perform the geotechnical work for the project. GCI will perform the geotechnical work in three tasks. The initial task (Task A) will focus on identification and characterization of metals-impacted soils within the mounded fill and surficial native soil on the remainder of the site. This task will be to characterize the soils in terms of total lead concentration to identify acceptable disposal locations. The findings from this task will enable the project team to initiate mass grading plans, establish design grades, and configure the storage basin and forebay. In Task B, evaluation of the native soils in the area of the planned operational storage basin and forebay will be done in order to develop design-level recommendations for design and construction of these project elements. In Task C, evaluation of the soil conditions in the planned building and pavement areas will be done in order to develop design-level recommendations for site grading, foundation and retaining wall design, and pavement section design for roadways and parking lots. The findings from this task will enable the project team to develop preliminary design recommendations to assist the project team in their initial planning, layout, and design efforts.

The field work will consist of drilling fifteen (15) test holes to depths of 20 to 35 feet. Six of the test holes will be located along the planned storage basin embankment alignment and in the forebay, with nine additional test holes within the planned building and pavement areas. Near-surface samples will be obtained from the test holes for lead content testing, with additional samples obtained to evaluate the engineering properties of the soils. In addition, three test pits will be excavated within the existing fill mound to depths of up to 20 feet using a Caterpillar 320 track hoe, or equivalent to characterize the material in terms of soil type and suitability for re-use as structural fill, as well as to obtain representative, composite bulk samples for lead content testing. Excavation of up to 18 additional shallow test pits (1-2 feet deep) will also be done at random locations across the site for the purpose of obtaining composite samples for lead content testing. This work will be coordinated with Mr. Jim Blankenau, Park City's Environmental Regulatory Program Manager, and all sampling and testing will be performed in accordance with Park City's Soil Ordinance (Municipal Code 11-15-1). All test holes and test pits will be logged by a qualified field engineer, and all samples will be packaged and transported to the laboratory for further evaluation and testing. It is anticipated that the laboratory testing program will consist of soil index testing (moisture content, gradation, and Atterberg Limits), as well as soil strength, consolidation, swell potential, California Bearing Ratio (CBR), and soil corrosion potential. Composite samples will also be delivered to American West Analytical Laboratory (AWAL) for total lead content testing (EPA Method 6010 B). The standard turn-around time for lead testing results from AWAL

is ten (10) business days.

Based on the findings from the field and laboratory testing programs, engineering analyses will be performed with geotechnical design recommendations to assist the project team in designing the storage basin and forebay, buildings, retaining wall and pavements, as well as developing mass grading plans, evaluating building locations, elevations, and structural support, and evaluating storage basin configuration, design grade, and embankment requirements. The findings and recommendations will be presented in a formal geotechnical report, complete with logs and test results and will specifically address the following:

- Results of metals-impacted soils testing, including sample locations and depths.
- Geologic setting and potential geologic hazards.
- Site classification and seismic response spectrum parameters in accordance with the 2012 International Building Code (IBC).
- Site preparation and grading in storage basin and forebay areas.
- Suitability of onsite soils for reuse as structural fill, and as embankment material for the storage basin.
- Storage basin cut slope and/or embankment cross-sections.
- Supporting plan details and specifications for storage basin construction.
- Supporting documentation to meet State Dam Safety requirements for the storage basin.
- Structural fill and embankment fill placement and compaction.
- Geotechnical recommendations for forebay design and construction.
- Foundation design parameters for buildings and retaining structures.
- Pavement section thickness for access roads and parking lots following AASHTO (1993) for pavement design
- All test pits shall be backfilled with excavated native soil and compacted to 95% max density within paved surfaces and 90% max density in landscape areas. Test borings in asphalt roadways will be filled with flowable fill material and capped with a hot-mix patch asphalt.

Task 1.7A: Geotechnical Investigation Allowance. Given the preliminary nature of the project concept, and the potential for modifications to occur during the course of the planning and preliminary design, it is anticipated that there will be some unforeseen conditions that may require additional geotechnical investigation for the site. Per discussion with the City, this task is added as an allowance to account for the probability of additional geotechnical work.

Task 1.8: Hydraulic Analyses. Coordination with the QJWTP Consultant will be performed to include discussion of the hydraulic analyses as well as the design criteria and requirements of the on-site and off-site water treatment facilities interface. The operational basin size, elevation, functionality, control, inlet, outlet, piping, lining, and other operational requirements will be determined in collaboration with the QJWTP consultant.

Task 1.9: Preliminary Site and Mass Grading Plans. Using the base mapping prepared from the City furnished survey information along with the pre-2010 contour information and the conceptual site grading plan including City revisions, BC&A will prepare a preliminary site plan and a mass grading plan for the operational storage basin including the forebay as well as an assumed general base elevation for the building campus area. The volume of the operational storage basin will be determined along with the anticipated water depth and freeboard. In

addition, a slope analysis of the existing site will be performed. It is assumed that there will be three (3) iterations of the mass rough grading plan prepared for review and revision.

Task 1.10: Operational Storage Basin Preliminary Drawings. BC&A will prepare a preliminary grading plan for the operational storage basin including the siting of the forebay. Raw waterline routing locations will be determined. It is assumed that there will be three (3) iterations of the OSB preliminary grading plan prepared for review and revision.

Task 1.11: Soils Quantity Estimates. Based on the results of the geotechnical investigation, BC&A will quantify the volume of M-I-S on the site. Quantities will be determined for cuts and fills on the site using the preliminary site grading plan, and the surplus material quantity generated from the site grading will be determined incorporating a swell factor.

Task 1.12: M-I-S Disposal Strategy. BC&A will assist in developing strategies for the final disposition of the existing M-I-S. The alternatives may include both on-site and off-site options and associated cost evaluations.

Task 1.13: Preliminary Design Report. Based on the results of the preliminary investigation, a report summarizing the design requirements and assumptions will be prepared and presented to the City. The report will include a list of permits, utility, and City coordination requirements so that the project can move efficiently into further site grading analysis and detail design with an understanding of what resources will be needed for the project to be successful. The report will include the following:

- Geotechnical Investigation
- Soils quantity estimates
- Soils handling plan and site reclassification requirements
- Utility assessment and recommendations
- UDOT requirements for access from as well as utility and road crossings of SR248
- Drainage basin study with pre-conditions analysis, drainage pass-through routing and sizing, storm water routing (including off-site), and operational storage basin overflow routing and sizing
- Preliminary cost estimate
- Reference to the hydraulic analyses
- Preliminary site and mass grading plans with cut and fill quantities

Task 1.14: Progress Meetings/Information Review. BC&A will meet with personnel from Park City for the following meetings during the design phase:

- Agency and stakeholder meetings critical to project including utility companies, SBWRD, Park City Storm Water, Park City IT Department, and Dam Safety (4 meetings)
- M-I-S Strategy Meetings – (1 meeting)
- Operational Storage Basin Plan Review – 30% Preliminary Design (1 meeting)
- General Project Meetings – BC&A anticipates 4 additional project coordination meetings with Park City personnel to be held on an as-needed basis during Phase 1

SCHEDULE – PHASE 1

BC&A understands that the Phase 1 work must be completed to enable the project site layout to progress. The deliverable schedule is as follows:

Preliminary Design	May – October, 2016
Geotechnical Field Work	June 2016
Geotechnical Draft Report	August 1, 2016
Geotechnical Final Report	September 1, 2016
OSB Preliminary Grading Plan	August 2016
Preliminary Site Grading Plan	September 2016
Preliminary Design Report	October 2016

FEE SUMMARY BY TASK

Table 1 outlines our estimate of personnel hours by task and by individual for each work item. The table also includes an estimate of direct expenses.

TABLE 1 - COST PROPOSAL Park City Municipal Corporation Phase 1 - Engineering for Public Utilities and Streets Facility 10-May-16													
HOURLY LABOR BREAKDOWN		OFFICE		ENG TECHS		ENGINEERS					TOTAL	SUBS	TOTAL
TASK	TASK DESCRIPTION	OFFICE	EDITOR	TECH 3	TECH4	ENG 1	CIVIL	DAM	PM	PIC	HOURS	GCI	COST
		Loveridge	Hilbert	Riggs	Baucom	Dietrich	Neil	Clark	Bagley	Campbell		Geotech	
	Phase 1												
1.1	Kickoff Meeting								6	6	12		\$1,800
1.2	Site Visit						6		4	4	14		\$1,842
1.3	Collect and Review Existing Information					8	6		2	2	18		\$2,018
1.4	Utilities Investigation			16		20	12		2		50		\$5,044
1.5	Utility Assessment and Agency Coordination					30	20		10	6	66		\$7,450
1.6	Survey and Mapping			20	8	8	4		2	2	44		\$4,504
1.7	Geotechnial Investigation						20		12	4	36	\$92,510	\$97,050
1.7A	Geotechnial Investigation (Allowance)											\$13,860	\$13,860
1.8	Hydraulic Analyses					8	8		6	2	24		\$2,832
1.9	Preliminary Site and Mass Grading Plans			24	4	12	8		8	2	58		\$6,200
1.10	Operational Storage Basin Preliminary Drawings			24	4	12	8	8	8	2	66		\$6,200
1.11	Soils Quantity Estimates			12		8	4		2	2	28		\$2,944
1.12	M-I-S Handling Disposal Strategy					8			12	8	28		\$3,776
1.13	Preliminary Design Report	8	8	8	8	30	14		12	2	90		\$9,020
1.14	Progress Meetings/Information Review						8	4	40	8	60		\$8,056
	Subtotal for Phase 1	8	8	104	24	144	118	12	126	50	594	\$106,370	\$172,596
	TOTAL HOURS	8	8	104	24	144	118	12	126	50	594		
	2016 BILLING RATE	\$54.00	\$65.00	\$95.00	\$100.00	\$97.00	\$107.00	\$145.00	\$150.00	\$150.00			
	TOTAL LABOR COST BY LABOR CATEGORY	\$432	\$520	\$9,880	\$2,400	\$13,968	\$12,626	\$1,740	\$18,900	\$7,500		\$106,370	\$174,336
	EXPENSES	Total											
	PRINTING & REPRO	\$156	Total Phase 1 Labor \$174,336										
	COMPUTER/COMMUNICATION	\$4,158											
	FLEET VEHICLE (\$0.75/mile)	\$1,350	Total Phase 1 Expenses \$5,664										
	TOTAL EXPENSES	\$5,664											
			Total Phase 1 Fee \$180,000										



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

The site known as 638 Park Avenue consists of parts of Block 7 of the Park City Survey and Block 53 Synder's Addition to Park City. The owner requests this plat amendment in order to create a legal platted lot of record and to develop the site.

Respectfully:

Anya Grahn, Planner II



City Council Staff Report

PLANNING DEPARTMENT

Subject: The Kimball on Main Plat Amendment at 638 Park Avenue
Author: Anya Grahn, Historic Preservation Planner
Project Number: PL-16-03039
Date: May 19, 2016
Type of Item: Legislative – Plat Amendment

Summary Recommendations

Staff recommends City Council hold a public hearing and consider approving the Kimball on Main Plat Amendment located at 638 Park Avenue based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached ordinance.

Description

Applicant: Tony Tyler, CPP Kimball LLC (Represented by Michael Demkowicz, Alliance Engineering)
Location: 638 Park Avenue
Zoning: Historic Recreation Commercial (HRC)
Adjacent Land Uses: Residential, Commercial, Condo and MPD projects
Reason for Review: Plat Amendments require Planning Commission review and City Council review and action.

Acronyms

Floor Area Ratio	FAR
Historic Commercial Business	HCB
Historic Recreation Commercial	HRC
Historic Sites Inventory	HSI
Historic District Design Review	HDDR
Land Management Code	LMC

Executive Summary/Proposal

The site known as 638 Park Avenue consists of parts of Block 7 of the Park City Survey and Block 53 Synder's Addition to Park City. The owner requests this plat amendment in order to create a legal platted lot of record and to develop the site.

District Purpose

The purpose of the Historic Recreation Commercial (HRC) District is to:

- A. Maintain and enhance characteristics of Historic Streetscape elements such as yards, trees, vegetation, and porches,
- B. Encourage pedestrian oriented, pedestrian-scale Development,
- C. Minimize visual impacts of automobiles and parking,
- D. Preserve and enhance landscaping and public spaces adjacent to Streets and thoroughfares,

- E. Provide a transition in scale and land Uses between the HR-1 and HCB Districts that retains the character of Historic Buildings in the Area,
- F. Provide a moderate Density bed base at the Town Lift,
- G. Allow for limited retail and Commercial Uses consistent with resort bed base and the needs of the local community,
- H. Encourage preservation and rehabilitation of Historic Buildings and resources
- I. Maintain and enhance the long term viability of the downtown core as a destination for residents and tourists by ensuring a Business mix that encourages a high level of vitality, public Access, vibrancy, activity, and public/resort-related attractions.

Background

On February 16, 2016, the City received a Plat Amendment application for the Kimball on Main plat amendment at 638 Park Avenue; the application was deemed complete on March 9, 2016. The property is in the Historic Recreation Commercial (HRC) District and within the Heber Avenue Subzone. The subject property consists of parts of Block 7 of the Park City Survey and Block 53 Synder's Addition to Park City.

This site is listed on Park City's Historic Sites Inventory (HSI) and is designated as a Landmark Site. The historic Kimball Garage was built circa 1929 during the Mature Mining Historic Era (1894-1930). The historic structure was constructed on Block 7 of the Park City Survey.

In 2013, the Kimball Art Center approached the City about construction of an addition to the Landmark Building and submitted a Historic District Design Review (HDDR) application; however, this HDDR was denied as the proposal did not comply with the Design Guidelines or zoning requirements of the Land Management Code (LMC). The applicant did not appeal staff's determination. The sale of the property to the current owners was finalized in 2015.

On December 9, 2014, the current owners submitted an HDDR for the development of the site. The plans did not comply with the LMC and the applicant applied to amend the LMC to add a fourth criterion LMC 15-2.5-10 Heber Avenue Subzone to allow the existing zone height to reflect that of the Historic Commercial Business (HCB) District.

On April 8, 2015, the Planning Commission reviewed the applicant's request for proposed amendments to the Land Management Code (LMC) regarding the Heber Avenue Sub-zone in LMC Chapter 15-2.5-10. The Planning Commission forwarded a negative recommendation to City Council on the proposed LMC amendments and the application was withdrawn by the applicant prior to the May City Council meeting.

On November 19, 2015, the applicant submitted new HDDR plans for a redesign based on staff's feedback of the 2014 plans; however, these are still under review by the Planning Department for compliance with the Design Guidelines and the LMC.

On March 20, 2015, the Planning Director found that the Kimball Art Center was current in their assessment to the Main Street Parking Special Improvement District as of January 1, 1984, for parking requirements up to a Floor Area Ratio (FAR) of 1.5, which is the parking requirement of the HCB District outlined in LMC 15-2.6-9(D) Pre-1984 Parking Exception. It should be noted that in 1984, the Kimball Art Center was located in the Historic Commercial Business (HCB) District; however, the zone changed in 2006 to Historic Recreation Commercial (HRC).

Per the applicant's revised Historic District Design Review (HDDR) application submitted on November 19, 2015, the applicant is proposing a non-residential FAR of 1.5. Because 638 Park Avenue is located in the Heber Avenue Subzone, the Floor Area Ratio (FAR) limitation of the HRC District does not apply. As previously noted, the HDDR application is still under review. Based on the current proposal, the Planning Commission will only be reviewing the plat amendment application for this site.

The plat amendment is necessary to remove the interior block lines that currently exist. This will allow the applicant to move forward with a building permit to construct a new addition to the existing Kimball Garage.

On April 27, 2016, the Planning Commission unanimously forwarded a positive recommendation to City Council for approval of this plat amendment. There was a quorum of five (5) members.

Analysis

The proposed Plat Amendment creates one (1) lot of record from the existing two (2) blocks. The proposed Plat Amendment combines parts of Block 7 of the Park City Survey and Block 53 Snyder's Addition to Park City the property into one (1) lot of record measuring 18,550.13 square feet in area. There is no minimum lot size requirement in the HRC District.

This property is located within the Heber Avenue Sub-Zone of the HRC District. Per LMC 15-2.5-10, all of the Site Development standards and land Use limitations of the HRC District apply within the Heber Avenue Sub-Zone except for:

- (A) The Allowed Uses within the sub-zones are identical to the Allowed Uses in the HCB District.
- (B) The Conditional Uses within the sub-zone are identical to the Conditional Uses in the HCB District.
- (C) The Floor Area Ratio limitation of the HRC District does not apply.

There is an existing historic structure—the Kimball Garage—that is currently located on the southwestern half of the property at 638 Park Avenue. The applicant intends to develop this site and construct a three (3) story commercial structure adjacent to the historic structure. The following table outlines the allowed and existing conditions for this plat amendment:

Required	HRC Zone Designation-WITHIN HEBER SUBZONE	Existing
Lot size	Not specified	18,550.13 SF
Setbacks Front (West/Park Ave.) Rear (East/Main St.) Side (South/Heber Ave.) Side (North)	10 feet 10 feet 10 feet ¹ 5 feet	1 foot ² 55 feet 1 foot ² 6 feet
Height above existing grade	32 feet	29 feet
Floor Area Ratio	Floor Area Ratio (FAR) limitation of the HRC District does not apply to property within the Heber Avenue Subzone.	0.69 FAR

¹ LMC § 15-2.3-3(E)(2) states that on corner lots, the side yard that faces a street is 10 ft. for both main and accessory structures.

² LMC § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures.

The submitted survey reveals several existing encroachments. There is a concrete retaining wall along the west property line and adjacent to the rear lot line of 690 Park Avenue. There are also several aspen, deciduous, and evergreen trees planted along the north property line that straddle the property line shared with 690 Park Avenue.

The City Engineer will also require the applicant to grant three (3) – ten foot (10') snow storage easements along the front (Park Avenue) as well as rear (Main Street) and side (Heber Avenue) property lines to address snow storage along street frontages, per Condition of Approval #3. The City Engineer will also require a sidewalk easement along Heber Avenue, per Condition of Approval #4. Finally, there is an existing water line in the street along Park and Heber Avenues as well as Main Street, necessitating the provision of a public utilities easement per Condition of Approval #5.

Per LMC 15-2.5-3(E)(3), a Side Yard between connected Structures is not required where the Structures are designed with a common wall on a Property Line and the Lots are burdened with a party wall agreement in a form approved by the City Attorney and Chief Building Official. The longest dimension of a Building joined at the Side Lot Line may not exceed one hundred feet (100'). As currently proposed, the applicant does not intend to connect the new development at 638 Park Avenue with the existing development to its south on Main Street.

Good Cause

Staff finds good cause for this Plat Amendment as the interior block line running through

the property will be removed and existing encroachments will be resolved. Public snow storage easements will be provided along Park Avenue, Heber Avenue, and Main Street. Additionally, sidewalk and utility easements will be provided along Park and Heber Avenues as well as Main Street.

Department Review

This project has gone through an interdepartmental review. No further issues were brought up at that time.

Notice

On April 9, 2016, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record on April 13, 2016, according to requirements of the Land Management Code.

Public Input

No public input has been received by the time of this report.

Process

The approval of this plat amendment application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC § 15-1-18.

Alternatives

- The City Council may approve The Kimball on Main Plat Amendment located at 638 Park Avenue; or
- The City Council may deny The Kimball on Main Plat Amendment located at 638 Park Avenue and direct staff to make Findings for this decision; or
- The City Council may continue the discussion to a date certain and provide staff with direction to provide additional information necessary in order to make a final decision on the record of survey plat.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation

Consequences of not taking the Planning Department's recommendation are that the Site would remain as is and the interior block line would not be removed. The site would continue to maintain two partial blocks, the encroachments will not be resolved, and no easements will be dedicated to the City.

Recommendation

Staff recommends the City Council hold a public hearing and consider approving the he Kimball on Main Plat Amendment located at 638 Park Avenue, based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached ordinance.

Exhibits

Exhibit A – Draft Ordinance with Proposed Plat (Attachment 1)

Exhibit B – Survey

Exhibit C – County Tax Map

Exhibit D – Aerial Photographs with 500' Radius

Exhibit E– Site Photographs

Ordinance No. 2016-21

AN ORDINANCE APPROVING THE KIMBALL ON MAIN PLAT AMENDMENT AT 638 PARK AVENUE, PARK CITY, UTAH.

WHEREAS, the owners of the property located at 638 Park Avenue have petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on April 9, 2016, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, on April 13, 2016, proper legal notice was sent to all affected property owners; and

WHEREAS, the Planning Commission held a public hearing on April 27, 2016, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on April 27, 2016, forwarded a positive recommendation to the City Council; and,

WHEREAS, on May 12, 2016, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve The Kimball on Main Plat Amendment at 638 Park Avenue.

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

SECTION 1. APPROVAL. The Kimball on Main Plat Amendment at 638 Park Avenue, as shown in Attachment 1, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 638 Park Avenue.
2. The property is in the Historic Recreation Commercial (HRC) District and Heber Avenue Subzone.
3. The subject property consists of parts of Block 7 of the Park City Survey and Block 53 Synder's Addition to Park City. The proposed plat amendment creates one (1) lot of record.
4. This site is listed on Park City's Historic Sites Inventory (HSI) and is designated as Landmark.

5. The proposed Plat Amendment combines the property into one (1) lot measuring 18,550.3 square feet.
6. The minimum front/rear yard setbacks are ten feet (10'). The historic structure has a 1 foot front yard setback along Park Avenue and a 55 feet rear yard setback along Main Street.
7. The minimum side yard setbacks are five feet (5'); the historic structure currently has a side yard setback of 6 feet along the north property line.
8. On corner lots, such as this, the side yard setback that faces a street is ten feet (10'). The historic structure has a 1 foot side yard setback along Heber Avenue.
9. LMC § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures.
10. There is a non-historic concrete retaining wall along the west property line and adjacent to the rear property line of 690 Park Avenue. There are also several aspen, deciduous, and evergreen trees planted along the north property line shared with 690 Park Avenue.
11. This property is located within the Soils Ordinance Boundary and flood plain.
12. There is an existing water line in the sidewalk along Park and Heber Avenues as well as Main Street; no public utilities easement currently exists for this water line.
13. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. There is good cause for this Plat Amendment.
2. The Plat Amendment is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.
3. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
4. Approval of the Plat Amendment, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat 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 ten feet (10') wide public snow storage easement is required along the Park Avenue, Heber Avenue, and Main Street frontages of the property and shall be indicated on the final plat.
4. A sidewalk easement is required along Heber Avenue and Main Street and shall be indicated on the final plat.
5. A public utilities easement is required along Park and Heber Avenues as well as Main Street and shall be indicated on the final plat.

6. This property is current in their assessment to the Main Street Parking Special Improvement District as of January 1, 1984, for parking requirements up to a Floor Area Ratio (FAR) of 1.5. Any additions or remodels that generate an FAR of greater than 1.5 will be required to provide parking in accordance with LMC 15-3.
7. Storm water run-off due to the expansion will be required to be addressed on site.
8. Utility infrastructure such as transformer must be located on site.
9. Per LMC 15-2.5-3(E)(3), a Side Yard between connected Structures is not required where the Structures are designed with a common wall on a Property Line and the Lots are burdened with a party wall agreement in a form approved by the City Attorney and Chief Building Official. The longest dimension of a Building joined at the Side Lot Line may not exceed one hundred feet (100').

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 19th day of May, 2016.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Attachment 1 – Proposed Plat

SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, certify that I am a Registered Land Surveyor and that I hold Certificate No. 638729, State of Utah, and that I am duly qualified to perform the duties of a Surveyor. I have prepared this Record of Survey map of KIMBALL, SUMMIT COUNTY, UTAH, and the information contained herein is true and accurate, and I further certify that the information on this plat is accurate.



BOUNDARY DESCRIPTION

Part of the west one-half of the northeast quarter and the northwest quarter of the southeast quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base and Meridian, containing 16.00 acres, more or less, and a portion of Block 53, of Snyder's Addition to Park City, and commencing at the southeasterly corner of said Block 53; thence South 69°32' West 165.20 feet along the southeasterly line of said Block 53 to the corner of said Block 53; thence North 28°50' West 86.20 feet; thence North 61°10'00" East 100.00 feet; thence North 28°50' West 29.25 feet; thence North 61°10'00" East 72.10 feet; thence South 32°25' East 47.81 feet; thence South 25°36' East 94.95 feet to the place of beginning.

And Beginning at a point that is West 168.55 feet from the southwest corner of the southeast quarter of Section 16, Township 2 South, Range 4 East, Salt Lake Base and Meridian, and running thence South 75 degrees 51 minutes 10 seconds West 31.80 feet; thence South 75 degrees 51 minutes 10 seconds West 31.80 feet; thence North 61 degrees 10 minutes 00 seconds East 85 feet; thence South 33 degrees 25 minutes 00 seconds East 48.39 feet to the point of beginning.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS that GPP Kimball LLC, the undersigned, do hereby certify that the above described plat is the property of GPP Kimball LLC, and that the undersigned do hereby consent to the recording of this plat.

In witness whereof, the undersigned set his hand this _____ day of _____, 2015.

ACKNOWLEDGMENT

Tony Tyler, Authorized Representative
GPP Kimball LLC.

State of _____
County of _____

On this _____ day of _____, 2015, Tony Tyler personally appeared before me, the undersigned Notary Public, in and for said State of _____, and acknowledged to me that he is the authorized representative of GPP Kimball LLC, and that he signed the above Owner's Dedication and Consent to Record freely and voluntarily.

Notary Public _____

A Notary Public commissioned in _____

Printed Name _____

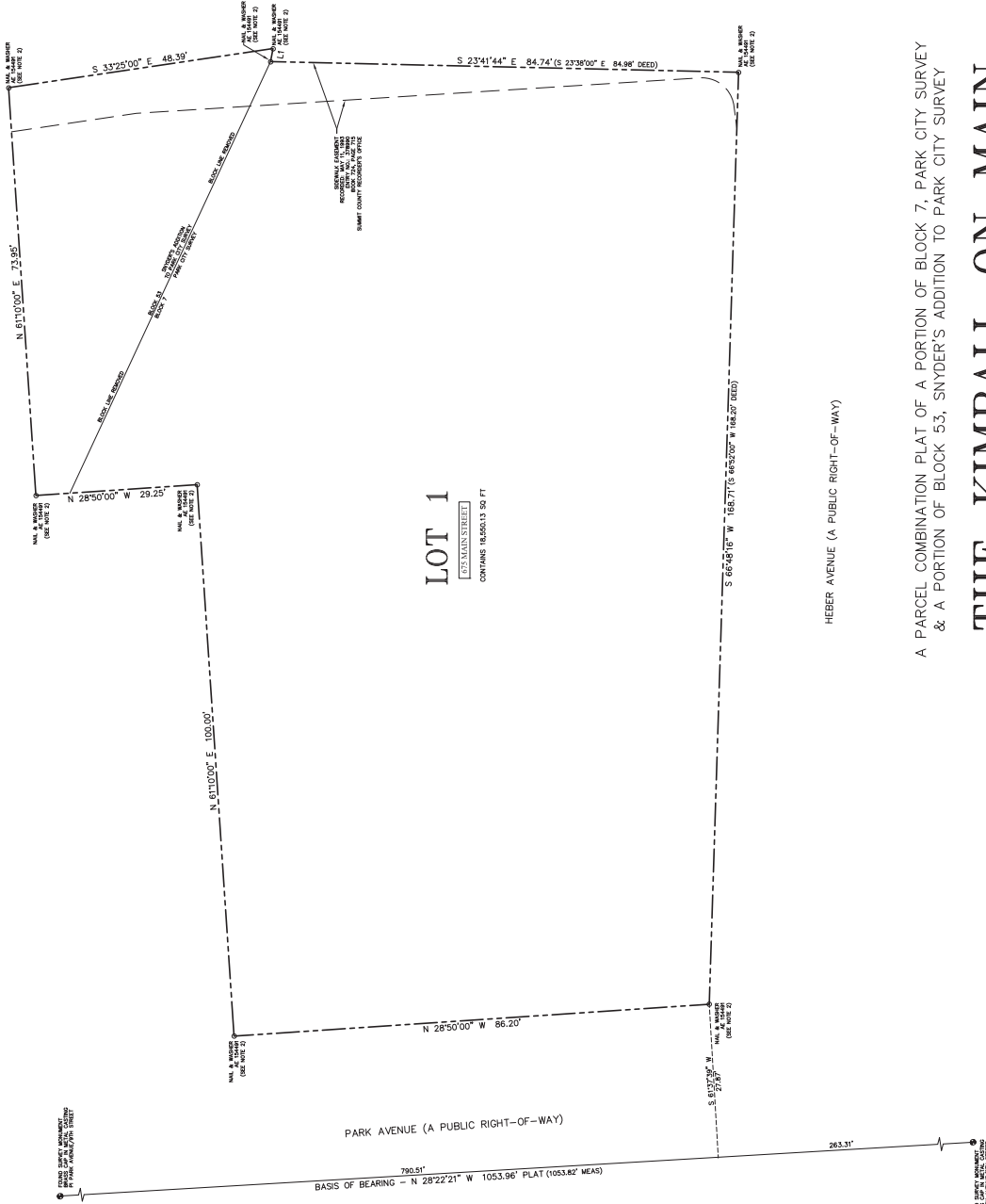
Reading in: _____

My commission expires: _____

NOTES

- 1. This subdivision is subject to the Conditions of Approval in Ordinance 15-_____.
- 2. All property corners were set in conjunction with a survey performed December 5, 2011, and recorded December 30, 2011, in Summit County, Utah, Book 5-1416 in the Summit County Recorder's Office.

LINE	BEARING	DISTANCE
L1	S 75°31'10" W	2.40



A PARCEL COMBINATION PLAT OF A PORTION OF BLOCK 7, PARK CITY SURVEY & A PORTION OF BLOCK 53, SNYDER'S ADDITION TO PARK CITY SURVEY

THE KIMBALL ON MAIN

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

	FILE: X:\System\Addition\Summit\Map\plat2015\9-2-15 Item.dwg
SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____ DAY OF _____, 2015 BY _____ S.E.W.R.D.	ENGINEER'S CERTIFICATE FIND THIS PLAT TO BE IN ACCORDANCE WITH THE DIVISION ON FILE IN MY OFFICE THIS _____ DAY OF _____, 2015 BY _____ PARK CITY ENGINEER
PLANNING COMMISSION APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____ DAY OF _____, 2015 BY _____ CHAIR	APPROVAL AS TO FORM APPROVED AS TO FORM THIS _____ DAY OF _____, 2015 BY _____ PARK CITY ATTORNEY
COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 2015 BY _____ MAYOR	CERTIFICATE OF ATTEST I CERTIFY THIS RECORD OF SURVEY WAS RECORDED BY _____ CITY COUNCIL THIS _____ DAY OF _____, 2015 BY _____ PARK CITY RECORDER
RECORDED STATE OF UTAH, COUNTY OF SUMMIT, AND FILED AT THE REQUEST OF _____ DATE _____ TIME _____ ENTRY NO. _____ FEE _____	

SURVEYOR'S CERTIFICATE

I, Martin A. Morrison, do hereby certify that I am a registered land surveyor in the State of Utah. I further certify that this topographic survey has been made under my direction of the books shown and that the same is a true and correct representation of the land surveyed at the time the field work was completed and is in compliance with generally accepted industry standards for accuracy.



NOTES

1. Site Benchmark: Water Mainhole Lid, Elevation: 7020.1.
2. The architect is responsible for writing building setbacks, zoning requirements and building heights.
3. This topographic map is based on a field survey performed on November 15, 16, 17, 2011.
4. Property corners were set.

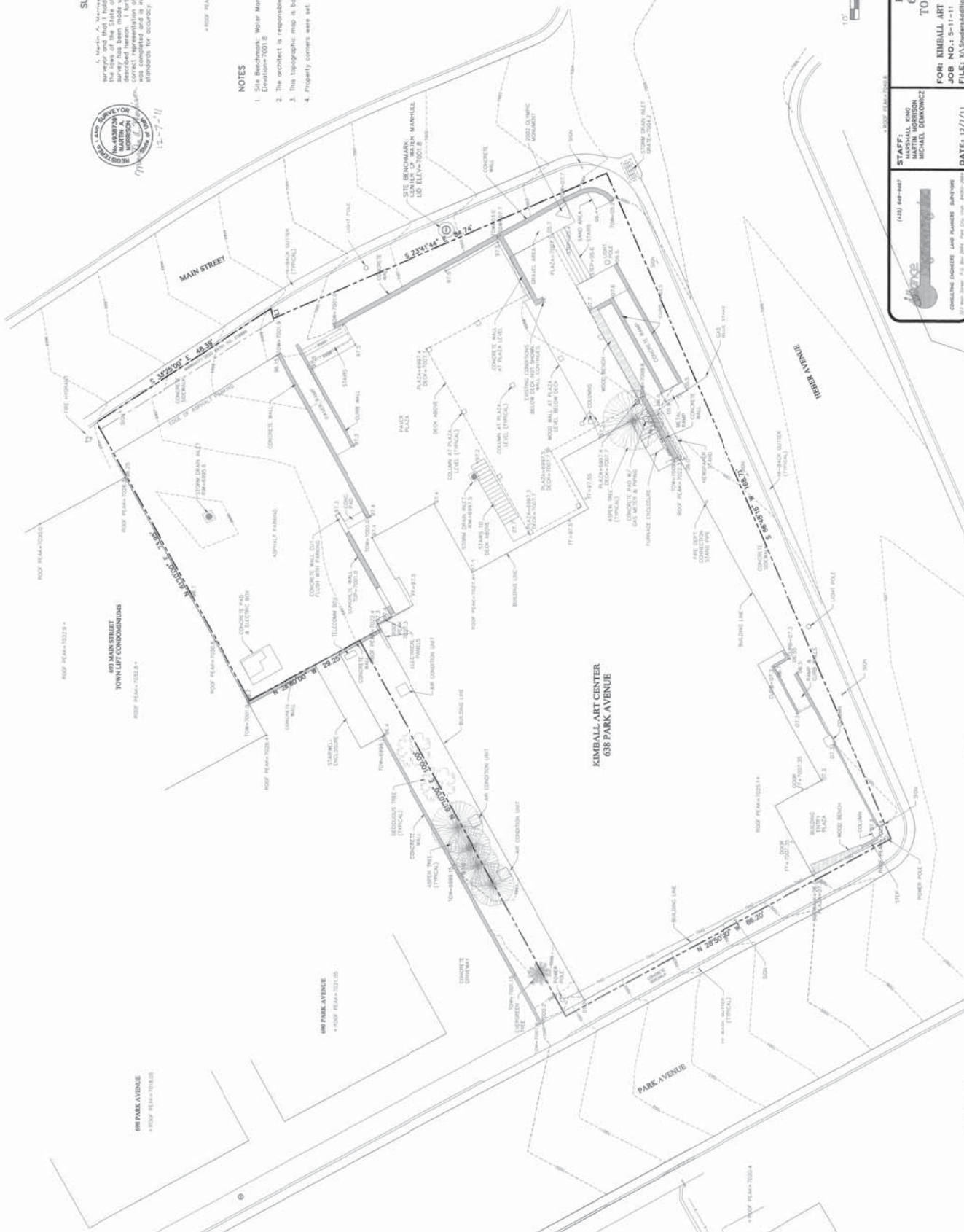
LINE TABLE		
LINE	BEARING	DISTANCE
11	S 35°31'00" W	2.40

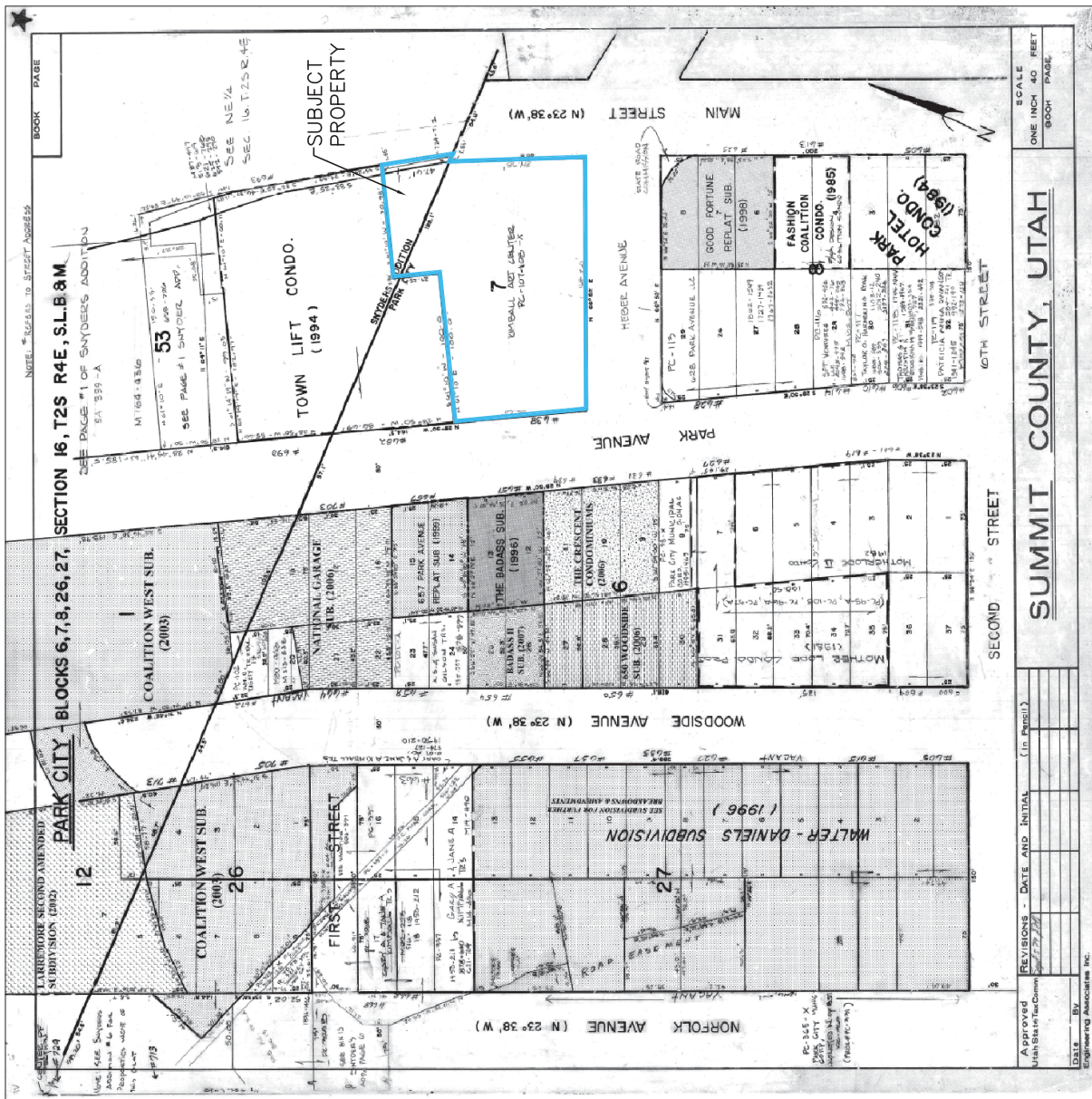


STAFF:
KIMBALL ART CENTER
638 PARK AVENUE
TOPOGRAPHIC SURVEY
FOR: KIMBALL ART CENTER
JOB NO.: 5-11-11
FILE: K:\Snyder\addition\map\topo2011\051111.dwg

DATE: 12/7/11

SHEET
1
OF
1







 ALORX CONSULTING & PLANNING, LLC 322 West Street, Suite 200, Portland, ME 04101-2000 (408) 644-4447	STAFF: MICHAEL DEMKOWICZ	DATE: 2/15/16	SHEET 1 OF 1
	AERIAL PHOTOGRAPH THE KIMBALL ON MAIN 675 MAIN STREET		
	FOR: CDP KIMBALL, LLC		
	JOB NO.: 9-2-15 FILE: K:\Snyder\addition\dwg\ExhibitD\kimball-aerial.dwg		

HISTORIC SITE FORM - HISTORIC SITES INVENTORY

PARK CITY MUNICIPAL CORPORATION (10-08)

1 IDENTIFICATION

Name of Property: **Kimball's Garage**

Address: 638 Park Ave

AKA:

City, County: Park City, Summit County, Utah

Tax Number: PC-107-108-X

Current Owner Name: KIMBALL ART CENTER

Parent Parcel(s):

Current Owner Address: PO BOX 1478 PARK CITY, UT 84060-1478

Legal Description (include acreage) PART OF BLK 7 PARK CITY SURVEY & BLK 53SNYDERS ADDITION TO PARK CITY COM SE'LY COR SD BLK 7 TH S 66*52' W 168.20 FT ALG S'LY LN BLK 7 TO SW COR BLK 7 TH N 28* 50' W 86.20 FT, N 61*10' E 100 FT, N 28* 50' W 29.25 FT N 61*10' E 72.10 FT, S 32*25' E 47.61 FT; S 23*38' E 84.98 FT TO BEG ALSO: BEG AT A PT THAT IS W 168.55 FT FR THE SW COR OF THE SW 1/4 OF THE NE 1/4 OF SEC 16, T2SR4E, SLBM & RUN TH S 75*51'10" W 2.83 FT; TH N 32*25'00" W 47.61 FT; TH N 61*10'00" E 1.85 FT; TH S 33*25'00" E 48.39 FT TO THE PT OF BEG CONT 109 SQ FT; Acres 0.42

2 STATUS/USE

Property Category

- ☒ building(s), main
☐ building(s), attached
☐ building(s), detached
☐ building(s), public
☐ building(s), accessory
☐ structure(s)

Evaluation*

- ☒ Landmark Site
☐ Significant Site
☐ Not Historic

Reconstruction

- Date:
 Permit #:
☐ Full ☐ Partial

Use

- Original Use: Commercial
 Current Use: Commercial

*National Register of Historic Places: ☐ ineligible ☒ eligible
☒ listed (date: 03/07/1979 - Park City Main Street Historic District)

3 DOCUMENTATION

Photos: Dates

- ☐ tax photo:
☒ prints:
☐ historic: c.

Research Sources (check all sources consulted, whether useful or not)

- ☐ abstract of title
☐ tax card
☐ original building permit
☐ sewer permit
☒ Sanborn Maps
☐ obituary index
☐ city directories/gazetteers
☐ census records
☐ biographical encyclopedias
☐ newspapers
☒ city/county histories
☐ personal interviews
☐ Utah Hist. Research Center
☐ USHS Preservation Files
☐ USHS Architects File
☐ LDS Family History Library
☐ Park City Hist. Soc/Museum
☐ university library(ies):
☐ other:

Drawings and Plans

- ☐ measured floor plans
☐ site sketch map
☐ Historic American Bldg. Survey
☐ original plans:
☐ other:

Bibliographical References (books, articles, interviews, etc.) Attach copies of all research notes and materials.

Blaes, Dina & Beatrice Lufkin. "Final Report." Park City Historic Building Inventory. Salt Lake City: 2007.

Carter, Thomas and Goss, Peter. *Utah's Historic Architecture, 1847-1940: a Guide*. Salt Lake City, Utah:

University of Utah Graduate School of Architecture and Utah State Historical Society, 1991.

Longstreth, Richard. *The Buildings of Main Street; A Guide to Commercial Architecture*. Updated edition. Walnut Creek, CA: Alta Mira Press, a division of Rowman & Littlefield Publishers, Inc., 2000.

Notarianni, Philip F., "Park City Main Street Historic District." National Register of Historic Places Inventory, Nomination Form. 1979.

-----, "Kimball Garage." Structure/Site Form. Utah State Historical Society Historic Preservation Research Office. Salt Lake City: 1978.

Roberts, Allen. "Final Report." Park City Reconnaissance Level Survey. Salt Lake City: 1995.

Researcher/Organization: Preservation Solutions/Park City Municipal Corporation Date: 12-2008

4 ARCHITECTURAL DESCRIPTION & INTEGRITY

Building Type and/or Style: Other Commercial type

No. Stories: 1

Additions: ☐ none ☒ minor ☐ major (describe below) Alterations: ☐ none ☒ minor ☐ major (describe below)Number of associated outbuildings and/or structures: ☐ accessory building(s), # ____; ☐ structure(s), # ____.

General Condition of Exterior Materials:

☒ Good (Well maintained with no serious problems apparent.)☐ Fair (Some problems are apparent. Describe the problems.):☐ Poor (Major problems are apparent and constitute an imminent threat. Describe the problems.):☐ Uninhabitable/Ruin**Materials** (The physical elements that were combined or deposited during a particular period of time in a particular pattern or configuration. Describe the materials.):

Foundation: Concrete.

Walls: Pressed brick, concrete and glazing.

Roof: Bow-truss roof form with rolled roofing material.

Windows/Doors: Expansive single-pane casement type with narrow transoms and multi-pane casement type.

Essential Historical Form: ☒ Retains ☐ Does Not Retain, due to:Location: ☒ Original Location ☐ Moved (date _____) Original Location:**Design** (The combination of physical elements that create the form, plan, space, structure, and style. Describe additions and/or alterations from the original design, including dates--known or estimated--when alterations were made): The one-story brick structure reflects the building types being constructed in Utah to accommodate the automobile. It was built in 1929 to replace the Kimball Brothers Livery Stable with is seen on the 1907 Sanborn Insurance map. The structure underwent extensive interior alterations in 1976 to accommodate use as an art center, but the exterior remains largely as it was originally constructed. The changes are minor and do not affect the site's original design character.**Setting** (The physical environment--natural or manmade--of a historic site. Describe the setting and how it has changed over time.): The setting has not been significantly altered over time, though the drive-through bays on the west side of the building have been enclosed to accommodate use as a art center.**Workmanship** (The physical evidence of the crafts of a particular culture or people during a given period in history. Describe the distinctive elements.): The physical evidence from the period that defines this as a typical Park City mining era commercial building are the simple methods of construction, the use of pressed brick and concrete, the span of bays--some glazed, others open-- that are typical of automobile-related buildings built in Park City and Utah during the 1920s.**Feeling** (Describe the property's historic character.): The physical elements of the site, in combination, convey a sense of the automobile-related activity in a Utah town of the late nineteenth and early twentieth centuries.**Association** (Describe the link between the important historic era or person and the property.): The structure was built in 1929 and represents the shift in Park City's transportation modes from horse to the automobile. Also, it is the site of the long-standing Kimball Brothers Livery and then, as noted, the Kimball Brothers Garage. The early livery was significant in providing transportation during the mining era boom.This site was listed on the National Register of Historic Places in 1979 as part of the *Park City Main Street Historic District*. It was built within the historic period, is associated with the mining era, and retains its historic integrity. As a result, it meets the criteria set forth in LMC Chapter 15-11 for designation as a Landmark Site.**5 SIGNIFICANCE**

Architect: ☒ Not Known ☐ Known: (source:)

Date of Construction: c. 1929¹

Builder: ☒ Not Known ☐ Known: (source:)

The site must represent an important part of the history or architecture of the community. A site need only be significant under one of the three areas listed below:

1. Historic Era:

- ☐ Settlement & Mining Boom Era (1868-1893)
- ☒ Mature Mining Era (1894-1930)
- ☐ Mining Decline & Emergence of Recreation Industry (1931-1962)

Park City was the center of one of the top three metal mining districts in the state during Utah's mining boom period of the late nineteenth and early twentieth centuries, and it is one of only two major metal mining communities that have survived to the present. Park City's commercial buildings represent the best remaining metal mining town business district in the state. The buildings along Main Street, in particular, provide important documentation of the commercial character of mining towns of that period, including the range of building materials, building types, and architectural styles. They contribute to our understanding of a significant aspect of Park City's economic growth and architectural development as a mining business district².

2. Persons (Describe how the site is associated with the lives of persons who were of historic importance to the community or those who were significant in the history of the state, region, or nation):

3. Architecture (Describe how the site exemplifies noteworthy methods of construction, materials or craftsmanship used during the historic period or is the work of a master craftsman or notable architect):

6 PHOTOS

Digital color photographs are on file with the Planning Department, Park City Municipal Corp.

Photo No. 1: South oblique. Camera facing north, 2006.

Photo No. 2: South oblique. Camera facing north, 1995.

¹ Notarianni, Structure/Site Form, 1978.

² From "Park City Main Street Historic District" written by Philip Notarianni, 1979 and "Residences of Mining Boom Era, Park City - Thematic Nomination" written by Roger Roper, 1984.

Utah State Historical Society
Historic Preservation Research Office
Structure/Site Information Form

1
IDENTIFICATION

Street Address: 638 Park Avenue Plat Bl. Lot
Name of Structure: Kimball Garage T. R. S.
Present Owner: William Kimball UTM:
Owner Address: c/o Kimball Arts Center, Inc., Park City, Utah Tax #:

2
AGE/CONDITION/USE

Original Owner: Construction Date: @1929 Demolition Date:
Original Use: commercial
Present Use: Occupants:
☐ Single-Family ☐ Park ☐ Vacant
☐ Multi-Family ☐ Industrial ☐ Religious "Kimball Arts Center Inc."
☒ Public ☐ Agricultural ☐ Other
☐ Commercial
Building Condition: Integrity:
☐ Excellent ☐ Site ☐ Unaltered
☒ Good ☐ Ruins ☒ Minor Alterations
☐ Deteriorated ☐ Major Alterations

3
STATUS

Preliminary Evaluation: Final Register Status:
☐ Significant ☐ National Landmark ☐ District
☒ Contributory ☐ National Register ☐ Multi-Resource
☐ Not Contributory ☐ State Register ☐ Thematic
☐ Intrusion

4
DOCUMENTATION

Photography: Date of Slides: Oct., 1977 Date of Photographs:
Views: Front ☒ Side ☐ Rear ☐ Other ☐ Views: Front ☐ Side ☐ Rear ☐ Other ☐
Research Sources:
☐ Abstract of Title ☐ City Directories ☐ LDS Church Archives
☐ Plat Records ☐ Biographical Encyclopedias ☐ LDS Genealogical Society
☐ Plat Map ☐ Obituary Index ☐ U of U Library
☐ Tax Card & Photo ☐ County & City Histories ☐ BYU Library
☐ Building Permit ☐ Personal Interviews ☐ USU Library
☐ Sewer Permit ☐ Newspapers ☐ SLC Library
☒ Sanborn Maps ☒ Utah State Historical Society Library ☐ Other

Bibliographical References (books, articles, records, interviews, old photographs and maps, etc.):

Summit County Recorder and Assessor Records, Summit County Courthouse, Coalville, Utah.
Utah State Gazetteer and Business Directory, 1892-1893; and 1920-1921.
Sanborn Maps, Park City, Utah, 1900 and 1907.

listed 3/7/79

Architect/Builder: unknown

Building Materials: wood

Building Type/Style: commercial

Description of physical appearance & significant architectural features:

(Include additions, alterations, ancillary structures, and landscaping if applicable)

One-story frame structure; altered in 1975-1976 to accommodate an Arts Center. The interior has been significantly altered; but the exterior, while changed, resembles the original appearances.

Statement of Historical Significance:

- ☐ Aboriginal Americans
- ☐ Agriculture
- ☐ Architecture
- ☒ The Arts
- ☒ Commerce

- ☐ Communication
- ☐ Conservation
- ☐ Education
- ☐ Exploration/Settlement
- ☐ Industry

- ☐ Military
- ☒ Mining
- ☐ Minority Groups
- ☐ Political
- ☐ Recreation

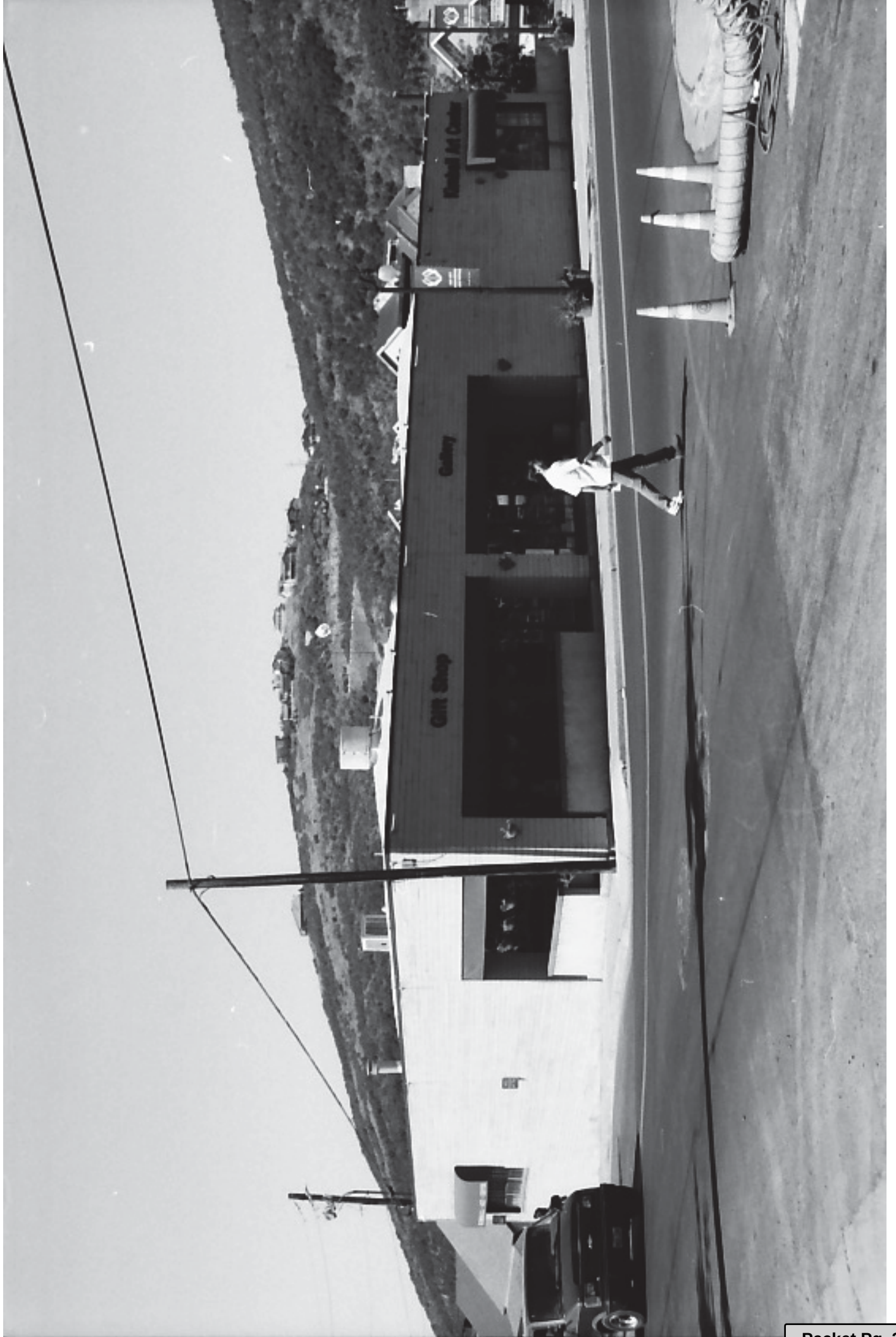
- ☐ Religion
- ☐ Science
- ☐ Socio-Humanitarian
- ☒ Transportation

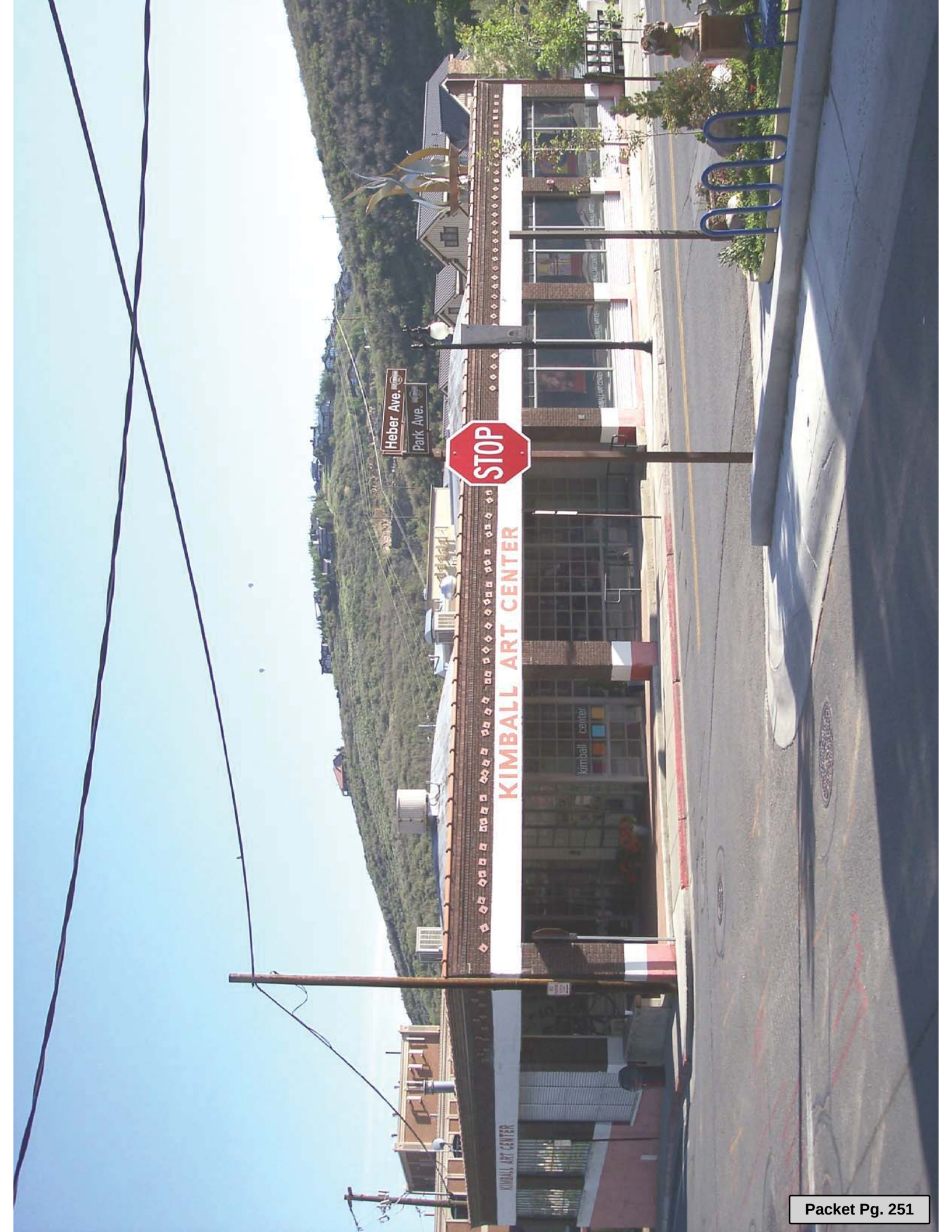
This site housed the Kimball Bros. Livery, a long established business in Park City, occupying this same "corner" for many years.

In 1929, the Kimball Garage (the present structure), was constructed representing the shift from horses to automobiles, a shift most livery enterprises made. Later, the business became "Eley's Garage."

In 1975-1976 "The Kimball Arts Center" remodeled the building, and its present use represents that of a community arts center.

The early Kimball Bros. livery was most significant in providing residents and miners with transportation.





Heber Ave.
Park Ave.

STOP

KIMBALL ART CENTER

kimball center



DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

The site known as 803 Norfolk Avenue consists of all of Lot 1 and the south half of Lot 2, Block 14 of Snyders Addition to Park City. The property owner requests to combine his property into one (1) lot of record. A portion of the historic structure sits over Lots 1 and 2. The entire site contains a total area of 3,745.0 square feet.

Respectfully:

Anya Grahn, Planner II

City Council Staff Report

Subject: 803 Norfolk Avenue Plat Amendment
Author: Anya Grahn, Historic Preservation Planner
Project Number: PL-15-03049
Date: May 19, 2016
Type of Item: Legislative – Plat Amendment

Summary Recommendations

Staff recommends City Council hold a public hearing and consider approving the 803 Norfolk Plat Amendment, located at the same address, based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached ordinance.

Description

Applicant: Jim Hewitson, represented by Gary Bush
Location: 803 Norfolk Avenue
Zoning: Historic Residential-1 (HR-1)
Adjacent Land Uses: Residential
Reason for Review: Plat Amendments require Planning Commission review and City Council review and action.

Acronyms

Historic Residential-1 (HR-1)
Historic Sites Inventory (HSI)
Historic District Design Review (HDDR)

Executive Summary/Proposal

The site known as 803 Norfolk Avenue consists of all of Lot 1 and the south half of Lot 2, Block 14 of Snyders Addition to Park City. The property owner requests to combine his property into one (1) lot of record. A portion of the historic structure sits over Lots 1 and 2. The entire site contains a total area of 3,745.0 square feet.

District Purpose

The purpose of the HR-1 District is to:

- A. preserve present land Uses and character of the Historic residential Areas of Park City,
- B. encourage the preservation of Historic Structures,
- C. encourage construction of Historically Compatible Structures that contribute to the character and scale of the Historic District and maintain existing residential neighborhoods,
- D. encourage single family Development on combinations of 25' x 75' Historic Lots,
- E. define Development parameters that are consistent with the General Plan policies for the Historic core, and
- F. establish Development review criteria for new Development on Steep Slopes which mitigate impacts to mass and scale and the environment.

Background

On December 29, 2015, the City received a Plat Amendment application for the 803 Norfolk Plat Amendment; the application was deemed complete on February 4, 2016. The property is located at the same address. The property is in the Historic Residential (HR-1) District. The subject property consists of all of Lot 1 and the south half of Lot 2 of Block 14, Snyder's Addition to Park City.

This site is listed on Park City's Historic Sites Inventory (HSI) and is designated as a Significant Site. The property was built circa 1916 during the Mature Mining Historic Era (1894-1930). The historic structure was built over the internal property line between Lots 1 and 2.

The current owners submitted a Historic District Design Review (HDDR) Pre-Application in September 2015 to discuss renovation options for this historic property. The applicant has not yet submitted a HDDR application for the improvements, but has chosen to move forward with the plat amendment in order to make future site improvements.

On April 27, 2016, the Planning Commission unanimously forwarded a positive recommendation to City Council for approval of this plat amendment. There was a quorum of five (5) members.

Analysis

The proposed Plat Amendment creates one (1) lot of record from the existing one and one-half (1.5) lots. The Plat Amendment removes one (1) interior lot line going through the historic structure. The proposed Plat Amendment combines the property into one (1) lot measuring 3,745 square feet. The site contains one (1) whole Old Town lot, identified as Lot 1, and one (1) remnant parcel, Lot 2, of Block 14, Snyder's Addition to Park City.

The property currently contains 3,745 square feet. A portion of Crescent Tram/8th Street cuts across the west side and southwest corner of the property, consuming a total of 431 square feet. The portion that includes the street will be dedicated to the City during this plat amendment, and the street dedication shall be noted on the recorded plat, as reflected in Condition of Approval #6. The portion of the street dedication will reduce the overall lot size to 3,314 square feet and is included on the calculations for footprint below.

A single-family dwelling is an allowed use in the HR-1 District. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lot meets the minimum lot area for single-family dwellings. The proposed lot width is 47.46 feet. The minimum lot width required in the HR-1 District is twenty-five feet (25'); the proposed lot meets the minimum lot width requirement. The following table shows applicable Land Management Code (LMC) development parameters in the HR-1 District:

Required	Existing	Permitted
Lot size	3,314 SF ¹	1,875 square feet minimum Complies
Allowed Footprint	711 square feet (Includes house, but not 350 SF historic garage) ²	1,375.5 square feet, maximum. Complies
Front/rear yard setbacks	13 feet front yard (Norfolk), 7.5 feet rear yard (Garage)	12 feet, for total of 25 feet Complies ³
Side yard setbacks	0 feet (north), 11.5 feet (south)	5 feet, minimum for total of 10 feet. Complies ³

¹ This represents the size of the lot after the street dedication.

² LMC § 15-2.2-3(D) states that Accessory Buildings listed on the HSI that are not expanded, enlarged, or incorporated into the Main Building shall not count in the total Building Footprint of the Lot.

³ LMC § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures.

The maximum building footprint of structures located on a lot is regulated by the footprint formula found in the LMC. The formula is determined by the size of the lot. The current building footprint is approximately 711 square feet. The proposed lot area (3,314.0 square feet) yields a maximum footprint of 1,375.5 square feet. The existing historic house is less than the maximum footprint. Any new construction will be required to comply with setbacks, height, building footprint, and the Design Guidelines for Historic Sites.

The submitted survey reveals that the c.1938 garage along Crescent Tram encroaches over the north property line and into the neighboring property at 811 Norfolk Avenue. Staff recommends that the property owner enter into an encroachment agreement with the City for this encroachment, per Condition of Approval #4. Staff has made the applicant aware of this encroachment and aware of applicable applications that would have to be resolved prior to any physical work involving the historic garage and house, i.e., a Historic District Design Review (HDDR) application. The property backs up to Crescent Tram, a substandard street. Site lines are impeded along Crescent Tram/8th Street on the west and south sides of the property and the City Engineer will not permit drive access to 803 Norfolk via Crescent Tram/8th Street, per Condition of Approval #8.

In addition to the historic garage, other encroachments also exist on the site. There is a stone retaining wall along the north and east property lines that encroaches into the neighboring property at 811 Norfolk and the City right-of-way; staff does not believe this wall is historic. Further, the area between the east property line and the edge of Norfolk Avenue within the City right-of-way has been improved with a stone retaining wall; the applicant will need to remove these improvements or enter into an encroachment agreement with the City Engineer's office for these improvements as well. Finally, there are stone steps leading from 811 Norfolk across 803 Norfolk and on to Crescent Tram

in the northwest corner of the site. Conditions of Approval #4 and #5 have been added to require that encroachments across property lines must be addressed prior to plat recordation and shall either be removed or encroachment agreements shall be provided.

The City Engineer will also require the applicant to grant two (2) – ten foot (10') snow storage easements along the front (Norfolk Avenue) as well as rear and side (Crescent Tram/8th Street) property lines to address street frontages, per Condition of Approval #7.

Good Cause

Staff finds good cause for this Plat Amendment as the interior lot lines running through the historic structure will be removed, existing encroachments will be resolved, and a portion of the Crescent Tram/8th Street right-of-way will be dedicated to the City. Public snow storage and utility easements are provided on the lots.

Department Review

This project has gone through an interdepartmental review. No further issues were brought up at that time.

Notice

On March 9, 2016, the property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record on March 5, 2016, according to requirements of the Land Management Code.

Public Input

No public input has been received by the time of this report.

Process

The approval of this plat amendment application by the City Council constitutes Final Action that may be appealed following the procedures found in LMC § 15-1-18.

Alternatives

- The City Council may approve the 803 Norfolk Plat Amendment; or
- The City Council may deny the 803 Norfolk Plat Amendment and direct staff to make Findings for this decision; or
- The City Council may continue the discussion to a date certain and provide staff with direction to provide additional information necessary in order to make a final decision on the record of survey plat.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Suggested Recommendation

The proposed plat amendment would not be recorded and the Site would remain as is, and the historic structure would sit over two (2) lot lines. The site would continue to maintain two (2) lots and a partial lot. Any new construction would have to comply with

the current LMC requirements for any new structures on typical “Old Town” single lots.

Recommendation

Staff recommends the City Council hold a public hearing and consider approving the 803 Norfolk Plat Amendment, located at the same address, based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the attached ordinance.

Exhibits

Exhibit A – Draft Ordinance with Proposed Plat (Attachment 1)

Exhibit B – Survey

Exhibit C – County Tax Map

Exhibit D – Aerial Photographs with 500’ Radius

Exhibit E– Site Photographs

Exhibit A – Draft Ordinance

Ordinance No. 2016-22

AN ORDINANCE APPROVING THE 803 NORFOLK AVENUE PLAT AMENDMENT LOCATED AT 803 NORFOLK AVENUE, PARK CITY, UTAH.

WHEREAS, the owners of the property located at 803 Norfolk Avenue have petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, on March 9, 2016, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, on March 5, 2016, proper legal notice was sent to all affected property owners; and

WHEREAS, the Planning Commission held a public hearing on April 27, 2016, to receive input on plat amendment; and

WHEREAS, the Planning Commission, on April 27, 2016, forwarded a positive recommendation to the City Council; and,

WHEREAS, on May 19, 2016, the City Council held a public hearing to receive input on the plat amendment; and

WHEREAS, it is in the best interest of Park City, Utah to approve the 803 Norfolk Avenue Plat Amendment.

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

SECTION 1. APPROVAL. The 803 Norfolk Avenue Plat Amendment, as shown in Attachment 1, is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 803 Norfolk Avenue.
2. The property is in the Historic Residential (HR-1) District.
3. The subject property consists of all of Lot 1 and the south half of Lot 2, Block 14 of Snyders Addition to Park City. The proposed plat amendment creates one (1) lot of record.
4. This site is listed on Park City's Historic Sites Inventory (HSI) and is designated as Significant.

5. The Plat Amendment removes one (1) lot line going through the historic structure.
6. The proposed Plat Amendment combines the property into one (1) lot measuring 3,314.0 square feet.
7. A single-family dwelling is an allowed use in the District.
8. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lots meet the minimum lot area for single-family dwellings.
9. The proposed lot width is 47.46 feet along Norfolk Avenue. Crescent Tram borders the west (rear) and Crescent Tram/8th Street borders the south (side) edges of the property; this property has three (3) frontages.
10. The minimum lot width required is twenty-five feet (25'). The proposed lot meets the minimum lot width requirement.
11. The maximum building footprint allowed based on proposed lot size of 3,314 square feet is 1,375.5 square feet. The historic house equates to a footprint of approximately 711 square feet.
12. LMC § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures.
13. The existing historic garage has a footprint of 350 square feet. LMC 15-2.2-3(D) states that Accessory Buildings listed on the HSI that are not expanded, enlarged, or incorporated into the Main Building shall not count in the total Building Footprint of the Lot.
14. The minimum front/rear yard setbacks are twelve feet (12'); the minimum total front/rear yard setbacks are twenty-five feet (25'). The historic house has a front yard setback of 13 feet; the garage in the rear yard has a 7.5 foot rear yard setback.
15. The minimum side yard setbacks are five feet (5'); the minimum total front/rear yard setbacks are 10 feet. The historic garage has a 0 foot setback on the north side yard, and the historic house has an 11.5 foot setback on the south side yard. The existing historic garage has a 0 foot side yard setback on the north and a rear yard setback of 6.5 feet. The existing historic garage structure does not meet the north side yard setback or the west rear yard setback along Crescent Tram.
16. Crescent Tram/8th Street consumes 431 square feet of the lot along the west and south sides of the property.
17. The historic garage encroaches into the neighboring property at 811 Norfolk by approximately 6 inches.
18. There is a non-historic stone retaining wall along the north and east property lines that encroaches into the neighboring property at 811 Norfolk and the City right-of-way. There are also stone steps leading from 811 Norfolk across 803 Norfolk and on to Crescent Tram in the northwest corner of the site.
19. The area between the east property line and the edge of Norfolk Avenue within the City right-of-way has been improved with a non-historic stone retaining wall, as well.
20. Sites lines are impeded along Crescent Tram/8th Street on the west and south sides of the property.
21. All findings within the Analysis section and the recitals above are incorporated herein as findings of fact.

Conclusions of Law:

1. There is good cause for this Plat Amendment.

2. The Plat Amendment is consistent with the Park City Land Management Code and applicable State law regarding lot combinations.
3. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
4. Approval of the Plat Amendment, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Planner, City Attorney, and City Engineer will review and approve the final form and content of the plat for compliance with State law, the Land Management Code, and the conditions of approval, prior to recordation of the plat.
2. The applicant will record the plat 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 ten feet (10') wide public snow storage easement will be required along the Norfolk Avenue and Crescent Tram/8th Street frontages of the property.
4. The property owner shall resolve the encroachment of the stone retaining walls over the front (east) property line into the City Right-of-Way (ROW) by either removing the retaining walls or entering into an encroachment agreement with the City Engineer.
5. An encroachment agreement for the historic garage is recommended. The non-historic remaining stone retaining walls and stone steps encroaching over the north property line into the neighboring property at 811 Norfolk shall be removed or the applicant shall enter into an encroachment agreement with their neighbor for these improvements.
6. The applicant shall dedicate a portion of Lots 1 and 2 that include Crescent Tram/8th Street to the City.
7. Modified 13-D sprinklers will be required for new construction by the Chief Building Official at the time of review of the building permit submittal and shall be noted on the final Mylar prior to recordation.
8. Ten foot (10') public snow storage easements shall be granted along the front, rear, and side property lines on Norfolk Avenue and Crescent Tram/8th Street.
9. No vehicular driveway access is permitted off of Crescent Tram/8th Street.
10. New construction shall comply with Land Management Code Section 15-2.2-3 regarding setbacks, building height, building envelope, building footprint, etc.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 19th day of May, 2016.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

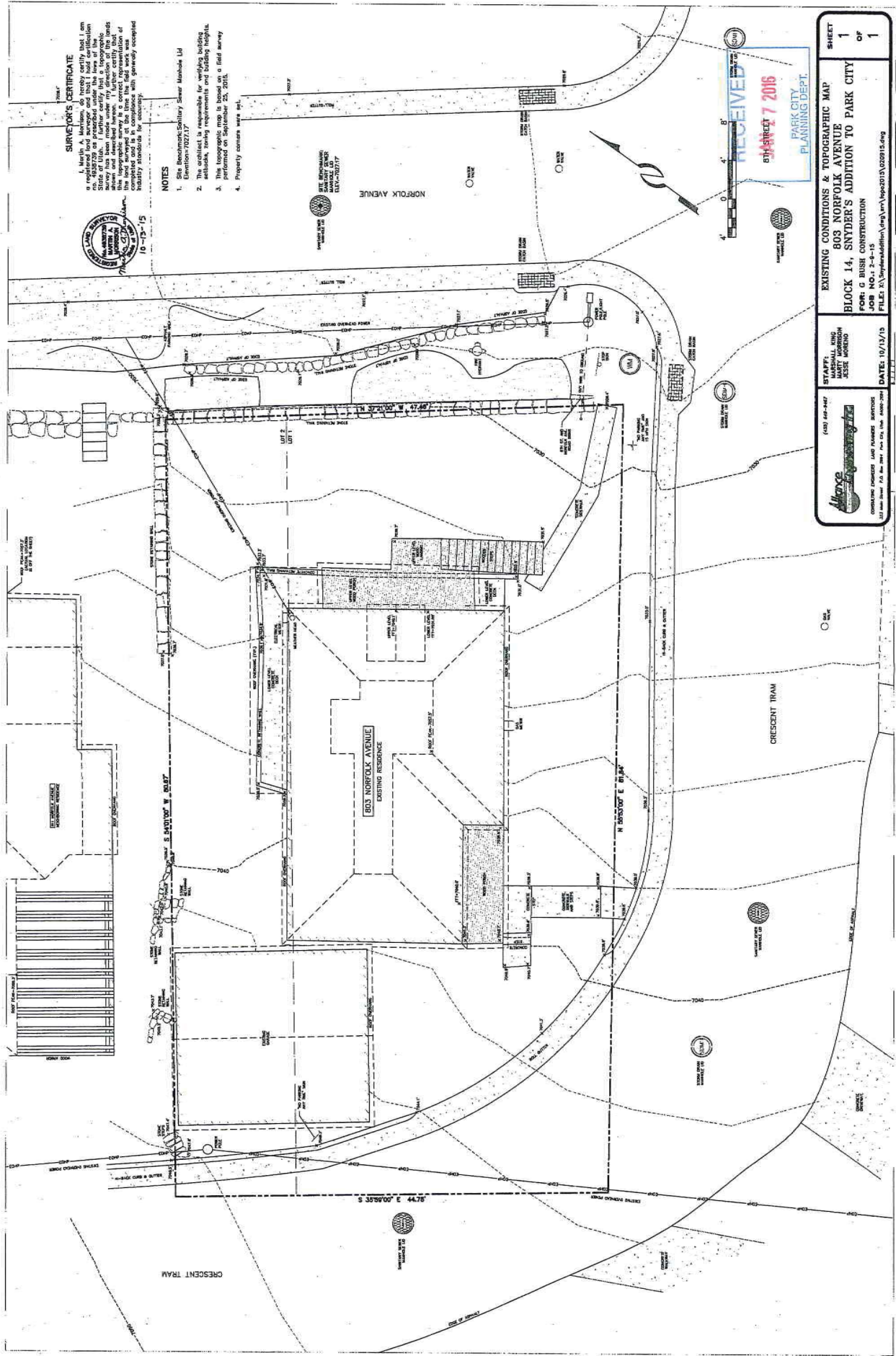
ATTEST:

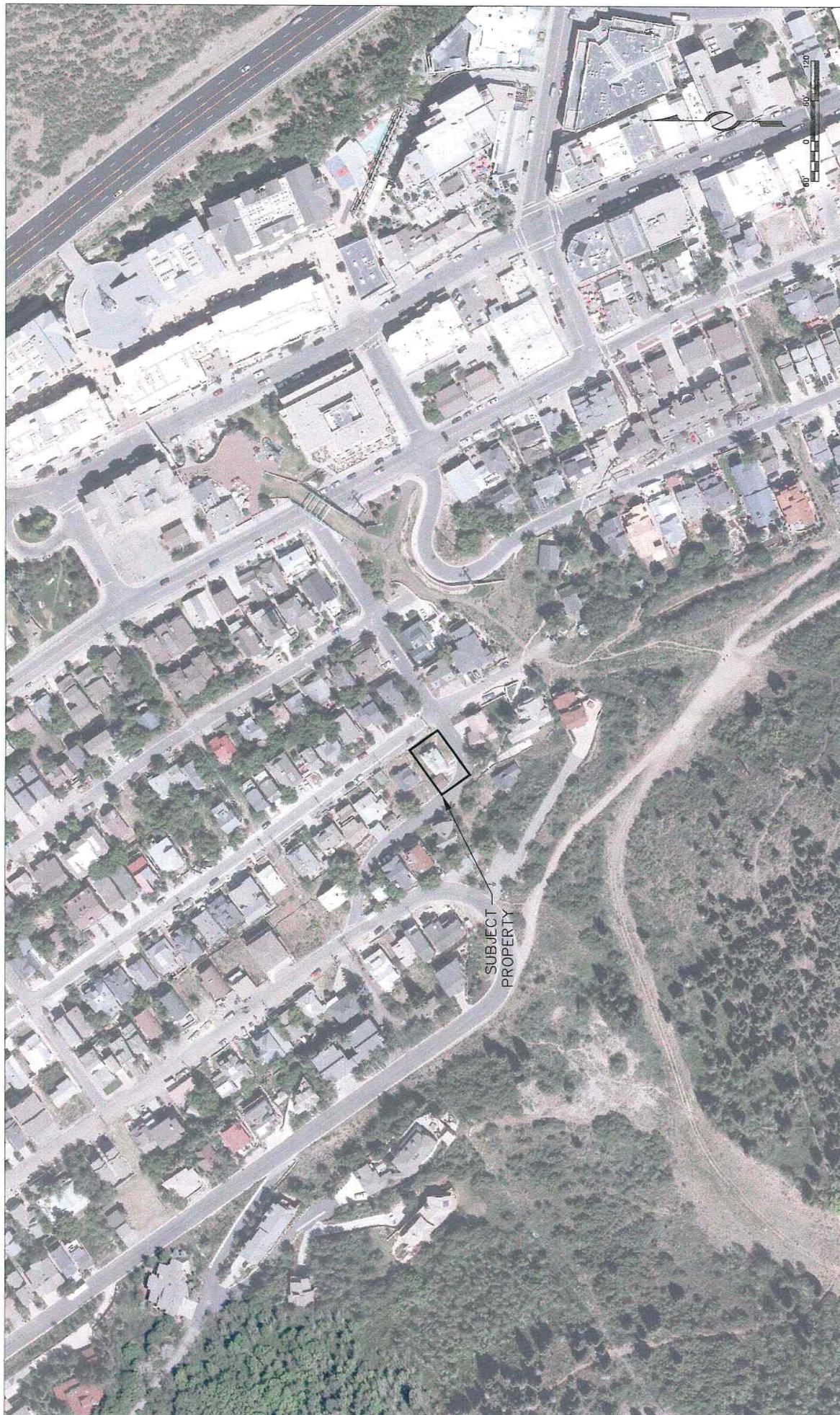
City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Attachment 1 – Proposed Plat





STAFF:
MASSACHUSETTS
JAYA SURVEYING

(617) 542-3447

DATE: 1/11/16

FILE: X:\SnyderAddition\dwg\Gmbh\803 norfolk avenue-ortho.dwg

JOB NO.: 2-9-15

FOR: G BUSH CONSTRUCTION

BLOCK 14, SNYDER'S ADDITION

803 NORFOLK AVENUE

AERIAL PHOTOGRAPH

SHEET

1

OF

1





RECEIVED
FEB 04 2016
PARK CITY
PLANNING DEPT.







DATE: May 19, 2016

TO HONORABLE MAYOR AND COUNCIL

Staff is recommending Council approve a Professional Service Provider (PSA) contract with Superfly Solutions LLC in an amount not to exceed \$25,000 for project management services associated with current trail related projects, including the Stoneridge and Old Ranch Road Trailhead improvements, City-wide Kiosk replacement and updating of the City's Trails Master Plan.

Respectfully:

Michelle Kellogg, City Recorder



City Council Staff Report

Subject: Award of Professional Service
Contract- Superfly Solutions LLC
Author: Heinrich Deters
Department: Sustainability
Date: May 19, 2016
Type of Item: Administrative- Award of Contract

Summary Recommendation

Staff recommends Council authorize the City Manager to execute a Professional Service Agreement, in a form approved by the City Attorney, with Superfly Solutions LLC for Project Management Services related to the design, construction management and policy administration associated with trail related projects in an amount not to exceed \$25,000. (Attachment I)

Executive Summary

Staff is recommending Council approve a Professional Service Provider (PSA) contract with Superfly Solutions LLC. In an amount not to exceed \$25,000 for project management services associated with current trail related projects, including the Stoneridge and Old Ranch Road Trailhead improvements, City-wide Kiosk replacement and updating of the City's Trails Master Plan.

Acronyms

PCMC	Park City Municipal Corporation
PSA	Professional Service Agreement
RFP	Request for Proposal

Alternatives for City Council to Consider

1. Staff Recommendation: Authorize the City Manager to execute the attached (PSA) in a form approved by the City Attorney. (Staff Recommendation)

Pros

- Provide staff with additional resources to efficiently plan and implement specific projects related to Council goals and the city's Trails Master Plan and Recreation.

Cons

- Will diminish available resources for other trail and open space projects.

2. Alternative Recommendation: Deny the request (null alternative)

Pros

- eliminate cost

Cons

- Impact timeline associated with trail related projects.

Background

The proposed scope of services included in this contract will allow for the City to maintain the current level of service related to Trails related capital projects, while the Trails and Open Space Program Manager can also focus on the numerous property related projects that are currently being managed within the Sustainability Department. Costs associated with these projects should not greatly impact the trails master plan budget, as staff has a long history of attaining grants associated with the projects.

Analysis

A Request for Proposals (RFP) was advertised for Project Management Services related to Trail Projects on utahlegals.com and the City's website on March 18th. Additionally, the advertisement ran in consecutive editions of the Park Record on March 23rd and 26th. Submittals were due on April 6, 2016.

Staff received numerous inquiries for the (RFP) however, only one consultant, Superfly Solutions LLC., submitted for the project. Staff found that the qualifications associated with the proposal are sufficient to provide the associated services and is recommending Council to approve the contract.

Department Review

This report has been reviewed by the City Attorney's Office and the City Manager.

Funding Source

This project will be funded by the Trail Master Plan budget.

Attachment I- Professional Service Agreement

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into in duplicate this ____ day of _____, 2016, by and between PARK CITY MUNICIPAL CORPORATION, a Utah municipal corporation, ("City"), and Superfly Solutions LLC., a Utah corporation ("Service Provider").

WITNESSETH:

WHEREAS, the City desires to have certain services and tasks performed as set forth below requiring specialized skills and other supportive capabilities; and

WHEREAS, sufficient City resources are not available to provide such services; and

WHEREAS, the Service Provider represents that the Service Provider is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services and/or tasks set forth in this Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, the parties hereto agree as follows:

1. SCOPE OF SERVICES.

The Service Provider shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as Service Provider responsibilities throughout this Agreement and as set forth in the "Scope of Services" attached hereto as "Exhibit A" and incorporated herein (the "Project"). The total fee for the Project shall not exceed **Twenty Five Thousand (\$25,000)**

2. TERM.

The term of this Agreement shall commence on the date of execution on this Agreement and shall terminate on **December 31, 2016** or earlier, unless extended by mutual written agreement of the Parties.

3. COMPENSATION AND METHOD OF PAYMENT.

- A. Payments for services provided hereunder shall be made monthly following the performance of such services.
- B. No payment shall be made for any service rendered by the Service Provider except for services identified and set forth in this Agreement.
- C. For all "extra" work the City requires, the City shall pay the Service Provider for work performed under this Agreement according to the schedule attached hereto as "Exhibit B," or if none is attached, as subsequently agreed to by both parties in writing.
- D. The Service Provider shall submit to the City Manager or his designee on forms approved by the City Manager, an invoice for services rendered during the pay period. The City shall make payment to the Service Provider within thirty (30) days thereafter. Requests for more rapid payment will be considered if a discount is offered for early payment. Interest shall accrue at a rate of six percent (6%) per annum for services remaining unpaid for sixty (60) days or more.
- E. The Service Provider reserves the right to suspend or terminate work and this Agreement if any unpaid account exceeds sixty (60) days.

4. RECORDS AND INSPECTIONS.

- A. The Service Provider shall maintain books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement, including (but not limited to) that which is necessary to sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement, and shall maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement.
- B. The Service Provider shall retain all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement for six (6) years after expiration of the Agreement.
- C. The Service Provider shall, at such times and in such form as the City may require, make available for examination by the City, its authorized representatives, the State Auditor, or other governmental officials authorized by law to monitor this Agreement all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement. The Service Provider shall permit the City or its designated authorized

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representative to audit and inspect other data relating to all matters covered by this Agreement. The City may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of the Service Provider's activities, which relate directly or indirectly to this Agreement.

5. INDEPENDENT CONTRACTOR RELATIONSHIP.

- A. The parties intend that an independent Service Provider/City relationship will be created by this Agreement. No agent, employee, or representative of the Service Provider shall be deemed to be an employee, agent, or representative of the City for any purpose, and the employees of the Service Provider are not entitled to any of the benefits the City provides for its employees. The Service Provider will be solely and entirely responsible for its acts and for the acts of its agents, employees, subcontractors or representatives during the performance of this Agreement.
- B. In the performance of the services herein contemplated the Service Provider is an independent contractor with the authority to control and direct the performance of the details of the work, however, the results of the work contemplated herein must meet the approval of the City and shall be subject to the City's general rights of inspection and review to secure the satisfactory completion thereof.

6. SERVICE PROVIDER EMPLOYEE/AGENTS.

The City may at its sole discretion require the Service Provider to remove an employee(s), agent(s), or representative(s) from employment on this Project. The Service Provider may, however, employ that (those) individuals(s) on other non-City related projects.

7. HOLD HARMLESS INDEMNIFICATION.

- A. The Service Provider shall indemnify and hold the City and its agents, employees, and officers, harmless from and shall process and defend at its own expense any and all claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to the execution of this Agreement and/or the Service Provider's defective performance or failure to perform any aspect of this Agreement; provided, however, that if such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Service Provider; and provided further, that nothing

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herein shall require the Service Provider to hold harmless or defend the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers. The Service Provider expressly agrees that the indemnification provided herein constitutes the Service Provider's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Service Provider claims or recovers compensation from the City for a loss or injury that Service Provider would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the parties, and is expressly made effective only for the purposes of this Agreement. The provisions of this section shall survive the expiration or termination of this Agreement.

- B. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.

8. INSURANCE.

The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees, or subcontractors. The Service Provider shall provide a Certificate of Insurance evidencing:

- A. General Liability insurance written on an occurrence basis with limits no less than two million dollars (\$2,000,000) combined single limit per occurrence and four million dollars (\$4,000,000) aggregate for personal injury, bodily injury and property damage.

The Service Provider shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63G-7-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.

- B. Automobile Liability insurance with limits no less than two million dollars (\$2,000,000) combined single limit per accident for bodily injury and property damage.
- C. Professional Liability (Errors and Omissions) insurance written on claims made basis with annual limits no less than one million dollars (\$1,000,000) combined single limit per occurrence.

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- D. Workers Compensation insurance limits written as follows:
Bodily Injury by Accident \$500,000 each accident;
Bodily Injury by Disease \$500,000 each employee, \$500,000 policy limit
- E. The City shall be named as an additional insured on general liability and auto liability insurance policies, as respect to work performed by or on behalf of the Service Provider and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance. The Certificate of insurance shall warrant that, should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. The City reserves the right to request certified copies of any required policies.
- F. The Service Provider's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

9. TREATMENT OF ASSETS.

Title to all property furnished by the City shall remain in the name of the City and the City shall become the owner of the work product and other documents, if any, prepared by the Service Provider pursuant to this Agreement (contingent on City's performance hereunder).

10. COMPLIANCE WITH LAWS.

- A. The Service Provider, in the performance of this Agreement, shall comply with all applicable federal, state, and local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.
- B. Unless otherwise exempt, the Service Provider is required to have a valid Park City Business License.
- C. The Service Provider specifically agrees to pay any applicable fees or charges which may be due on account of this Agreement.
- D. If this Agreement is entered into for the physical performance of services within Utah the Service Provider shall register and participate in E-Verify, or equivalent program. The Service Provider agrees to verify employment eligibility through E-Verify, or equivalent program, for each new employee

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

that is employed within Utah, unless exempted by Utah Code Ann. § 63G-12-302.

11. NONDISCRIMINATION.

- A. The City is an equal opportunity employer.
- B. In the performance of this Agreement, the Service Provider will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap; provided that the prohibition against discrimination in employment because of handicap shall not apply if the particular disability prevents the proper performance of the particular worker involved. The Service Provider shall ensure that applicants are employed, and that employees are treated during employment without discrimination because of their race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap. Such action shall include, but not be limited to: employment, upgrading, demotion or transfers, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and programs for training including apprenticeships. The Service Provider shall take such action with respect to this Agreement as may be required to ensure full compliance with local, state and federal laws prohibiting discrimination in employment.
- C. The Service Provider will not discriminate against any recipient of any services or benefits provided for in this Agreement on the grounds of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.
- D. If any assignment or subcontracting has been authorized by the City, said assignment or subcontract shall include appropriate safeguards against discrimination. The Service Provider shall take such action as may be required to ensure full compliance with the provisions in the immediately preceding paragraphs herein.

12. ASSIGNMENTS/SUBCONTRACTING.

- A. The Service Provider shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the City, and it is further agreed that said consent must be sought in writing by the Service Provider not less than thirty (30) days prior to the date of any proposed assignment. The City reserves the right to reject without cause any such assignment.

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- B. Any work or services assigned hereunder shall be subject to each provision of this Agreement and property bidding procedures where applicable as set forth in local, state or federal statutes, ordinance and guidelines.
- C. Any technical/professional service subcontract not listed in this Agreement, must have express advance approval by the City.
- D. Each subcontractor that physically performs services within Utah shall submit an affidavit to the Service Provider stating that the subcontractor has used E-Verify, or equivalent program, to verify the employment status of each new employee, unless exempted by Utah Code Ann. § 63G-12-302.

13. CHANGES.

Either party may request changes to the scope of services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both parties. Such amendments shall be attached to and made part of this Agreement. Service Provider represents and warrants that the work described in Exhibit A "Scope of Services" shall be completed at a cost to PCMC not to exceed \$25,000, and that any work completed for which Service Provider requests compensation in excess of \$25,000 shall be outside of the work described in Exhibit A "Scope of Services."

14. PROHIBITED INTEREST.

No member, officer, or employee of the City shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.

15. MODIFICATIONS TO TASKS AND MISCELLANEOUS PROVISIONS.

- A. All work proposed by the Service Provider is based on current government ordinances and fees in effect as of the date of this Agreement.
- B. Any changes to current government ordinances and fees which affect the scope or cost of the services proposed may be billed as an "extra" pursuant to Paragraph 3(C), or deleted from the scope, at the option of the City.
- C. The City shall make provision for access to the property and/or project and adjacent properties, if necessary for performing the services herein.

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16. TERMINATION.

- A. Either party may terminate this Agreement, in whole or in part, at any time, by at least thirty (30) days written notice to the other party. The Service Provider shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Service Provider shall promptly submit a termination claim to the City. If the Service Provider has any property in its possession belonging to the City, the Service Provider will account for the same, and dispose of it in a manner directed by the City.
- B. If the Service Provider fails to perform in the manner called for in this Agreement, or if the Service Provider fails to comply with any other provisions of the Agreement and fails to correct such noncompliance within three (3) days written notice thereof, the City may immediately terminate this Agreement for cause. Termination shall be effected by serving a notice of termination on the Service Provider setting forth the manner in which the Service Provider is in default. The Service Provider will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

17. NOTICE.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the parties on the last page of this Agreement.

18. ATTORNEYS FEES AND COSTS.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in that action or proceeding.

19. JURISDICTION AND VENUE.

- A. This Agreement has been and shall be construed as having been made and delivered within the state of Utah, and it is agreed by each party hereto that this Agreement shall be governed by laws of the state of Utah, both as to interpretation and performance.

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

- B. Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement, or any provisions thereof, shall be instituted and maintained only in any of the courts of competent jurisdiction in Summit County, Utah.

20. SEVERABILITY.

- A. If, for any reason, any part, term, or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- B. If it should appear that any provision hereof is in conflict with any statutory provision of the state of Utah, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform in such statutory provisions.

21. ENTIRE AGREEMENT.

The parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both parties recognize time is of the essence in the performance of the provisions of this Agreement. It is also agreed by the parties that the forgiveness of the nonperformance of any provision of this Agreement does not constitute a waiver of the provisions of this Agreement.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

PARK CITY MUNICIPAL CORPORATION
445 Marsac Avenue
Post Office Box 1480
Park City, UT 84060-1480

Diane Foster, City Manager

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

Attest:

City Recorder's Office

Approved as to form:

City Attorney's Office

**PARK CITY MUNICIPAL CORPORATION
SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT**

**Superfly Solutions LLC.
1585 West Silver Springs Road
Park City, UT. 84098**

Tax ID#: 47-1275481

PC Business License# B-015039

Signature

Printed name

Title

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this ____ day of _____, 20__, personally appeared before me _____, whose identity is personally known to me/or proved to me on the basis of satisfactory evidence and who by me duly sworn/affirmed, did say that he/she is the _____ (*title or office*) of _____ Corporation by Authority of its Bylaws/Resolution of the Board of Directors, and acknowledged that he/she signed it voluntarily for its stated purpose as _____ (*title*) for _____, a _____ corporation.

Notary Public

PARK CITY MUNICIPAL CORPORATION SERVICE PROVIDER/PROFESSIONAL SERVICES AGREEMENT

EXHIBIT “A”

SCOPE OF SERVICES

A. Purpose

1. Project Manager for Trail and Trail related infrastructure, including but not limited to design and construction experience associated with: Natural Surface Trails, Trailheads, Kiosks and Hard Surface Multi-Use Trails.

B. Project Schedules

1. Develop, maintain and update a detailed master schedule for each of the trail related projects for all activities including design review, internal contract administration, bidding activities, start of construction, major construction activities, substantial completion, moving occupancy and warranty inspections, and assist staff in developing operating budgets.
2. Coordinate schedules with City staff, land trusts and County officials if applicable.

C. Budget

1. Monitor and maintain the budget on behalf of the City without compromising quality or causing increased maintenance costs.
2. Evaluate design options, materials and schedule options that affect budgets for presentation to the City.
3. Provide analysis on future operational budget required for capital projects.

D. Overall Project Coordination as Owner’s Representative

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1. Review and provide professional recommendations on IMBA and AASHTO standards associated with related trail projects and consistent with the Park City Trails Master Plan.
2. Procure all services and materials consistent with City and State procurement policies.
3. Draft City Council staff reports as directed for prior procurement and contract approvals.
4. Coordinate necessary submittal requirements, applications and approvals for all required government approvals. Procure necessary information per State procurement requirements.
5. Coordinate the flow of Project information and approvals to the Contractor, City Council (draft staff reports), County, Project Managers, and General Public through the Park City Public information Officer (PIO). Special emphasis on public outreach and special event coordination.
6. As required, be present at public and stakeholder meetings to answer questions.
7. The City will supply office space, office supplies, desk(s), table(s), chair(s), network connectivity and printer as needed by the Owner's Representative. It is the responsibility of the Owner's Representative to supply a personal computer and all other items.

E. Construction Contract Administration and Management

1. Coordinate all the construction and design activities of each project.
2. Prepare technical specifications and assist in the development of bid items.
3. Solicit input from Park City Staff to standardize equipment and construction materials in the design process.
4. Review the construction documents for technical accuracy without assuming any of the Engineer's responsibilities or liability for design of the Project.
5. Coordinate all specialty consultants, land trusts and contractors, testing agencies etc., which may be needed for the Project. (E.g. wetlands consultants/contractors).
6. Coordinate construction impacts on community, including notification, traffic, noise, etc. as applicable to building permits.
7. Report to and advise the City on issues of construction costs, change orders and schedule coordination.
8. Perform administration of construction contracts, change orders, requests for information, and authorize payment applications on behalf of the City.
9. Attend weekly construction coordination meetings representing the City and follow-up on City required issues, which may occur during these meetings.
Make Periodic visits to the construction sites, at a minimum of 2 days per week to observe progress and contractor questions.
10. Take field notes of general conditions observations.
11. Review/approve Consultant's and other professional services applications for payment related to the Project.

**PARK CITY MUNICIPAL CORPORATION
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EXHIBIT “B”

PAYMENT SCHEDULE FOR “EXTRA” WORK