



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
May 7, 2015**

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 7, 2015.

WORK SESSION

3:15 pm Council Questions and Comments and Manager's Report

1. 3:30 pm 1198 : 2015 City Manager's Recommended Budget: Pay Philosophy
2. 4:30 pm 1206 : 2015 City Manager's Recommended Budget: Process
3. 5:30 pm 1195 : Sustainable Tourism
4. 5:45 pm 1191 : PCMC Facility Interior Lighting Retrofit

REGULAR MEETING

6:00 PM

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

IV. CONSENT AGENDA

1. Consideration of a Utility Easement for the Benefit of 2383 Lake View Court

V. PUBLIC HEARING REGARDING THE 2015/2016 CITY MANAGER'S RECOMMENDED BUDGET

VI. NEW BUSINESS

1. Consideration of and Ordinance adopting the Tentative 2015/2016 Budget
- 2 . USSA – 2015 Conduit Financing Refunding Bonds

Public Hearing/Action

2. Consideration of an Ordinance Approving the First Amendment to the Silver Star Plaza Condominium Plat Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Public Hearing/Action

3. Consideration of the 823 Woodside Replat Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Public Hearing/Action

4. Consideration of the 205 Main Street Plat Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Public Hearing/Motion to Continue to May 14, 2015

5. Consideration of a Land Management Code Text Amendment for Heber Avenue Subdivision

Public Hearing/ Application Withdrawn

6. Consideration of an Amended Plat for Fairway Village No. 1 Subdivision Pursuant to Findings of Fact, Conclusions of Law and Conditions of Approval in a Form Approved by the City Attorney.

Public Hearing/ Motion to Continue to a Date Uncertain

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 p.m. to 9 p.m. Posted: 05/04/15 See: www.parkcity.org



MANAGER'S REPORT – 5/7/2015

Submitted by: Matthew Abbott
Subject: MARC Solar PV Array

Submitted by Matt Abbott, Environmental Project Manager

MARC Solar PV Array

On April 13th, 2015 Alpenglow Solar began final preparations on the MARC roof for the 208kW, 755 panel solar photovoltaic (PV) installation. Panels should be visible to the public starting the week of April 20, 2015 with an anticipated completion date of May 1, 2015. This will be the largest solar PV installation in the County until Summit County's 220kW Justice Center comes online this fall.

The MARC Solar PV Array has cleared numerous hurdles on its road to completion. Staff has successfully navigated contractor timing, warranty complications, and all the learning involved in doing something four times bigger than ever before.

This project also exceeds Rocky Mountain Power's current net metering standards, exceeding a 10% on-grid generation standard by 2.5%. This issue will be resolved onsite and staff is working with Rocky Mountain Power, Alpenglow Solar, and Utah Clean Energy to understand any and all implications of this finding.

This project will conclude with a public ribbon cutting after the installation and all outstanding items have been completed, tentatively, this June.

Special thanks to the following staff members for their patience and support during this installation: Matt Twombly, Tom Daley, Rich Novasio, John Allen, Tate Shaw, Ken Fisher, Chad Root, Jonathan Weidenhamer, Ann Ober, Matt Dias, and Alpenglow Solar.

Respectfully:

Matthew Abbott, Environmental Program Manager



MANAGER'S REPORT – 5/7/2015

Submitted by: Shelley Hatch
Subject: PCMC For-Hire License & Transportation Network

Acronyms:

TNC - Transportation Network Company

During the 2015 Legislative Session, the Utah Legislature enacted a last minute law that places the administration, regulation, and enforcement of Transportation Network Companies (TNC's), such as Uber, Lyft, Sidecar, Wingz, etc., under the Utah Division of Consumer Protection. The new law becomes effective on May 12, 2015, and removes requirements for local licensing laws, such as Park City's existing For-Hire Vehicle licensing program (our taxi program).

Staff is reviewing the new law, which appears to differ slightly from our existing Municipal Code. For example, TNC's can no longer be required to have a separate business license within Park City, which would require some changes within Title 4 Chapter 15 MC.

In order to ensure fair and equitable treatment between that State-regulated TNC's and our existing For-Hire licensing program, staff will return at as soon as possible with any necessary and/or recommended changes to the Municipal Code.

Respectfully:

Shelley Hatch,



MANAGER'S REPORT – 5/7/2015

Submitted by: Karen Anderson
Subject: Closing of Temporary Library at Miner's Hospital

Submitted by Library Director, Adriane Herrick Juarez

Update on Closure of Temporary Library at Miner's Hospital

-
As you know, the Park City Library is on the home stretch of its year-long renovation and preparing for its move back into the historic High School Building. In order to move the entire collection and for staff to prepare the final building improvements, the Miners Hospital Temporary Library location will close to the public beginning May 10 - June 13.

In order to minimize the disruption to the community, Library staff is planning on providing the following services:

- Computer/internet services at the MARC;
- Storytime and Baby and Me hours at the MARC;
- Staff will extend book deadlines and provide amnesty; and
- The Summit County Libraries remain available and will be advertised.

Beginning this week, staff is rolling out an informational campaign that includes a "Pardon our interruption" type message that touts the aforementioned temporary services. Information on the Grand Opening will also be made available to you and the community in late May, such as a large community book brigade, tours of the new facility, volunteer opportunities, and other community celebration activities.

During the period that the Library will be closed, numerous member of PCMC staff will begin the daunting task of facilitating the physical move of the Library's collection and new shelving system from five different locations into the High School, as well as numerous other activities that include, but are not limited to, furniture organization, moving the technology that is currently in Miner's and re-establishing it in the new facility, integration of the new Library technology, staff orientation and trainings, as well as number of construction-related finish items.

Please let me know if you have any questions or concerns, and thank you for your ongoing support.

Respectfully:

Karen Anderson, Deputy City Recorder



MANAGER'S REPORT – May 7, 2015

Submitted by: Ann Ober, Executive/Sustainability
Subject: What's Next? Conversation

On March 19, Staff presented to Council on a growth discussion being developed for the community at the request of Council. During that presentation, Councilwoman Simpson requested an update on how the discussion would continue after the one time growth presentation with Envision Utah.

Staff has developed a plan to do the following:

June 15 – Council led conversation on growth (Santy Auditorium)

June 22-29 – Neighborhood Conversations led by Councilmembers focused on solutions for the community's most difficult issues such as parking, Bonanza Park and Mountain Accord. Questions will be asked at the close of the June 15 meeting to help drive the community to think about much needed solutions.

We would then recommend that all public presentations and conversations for the next year utilize some of the slides from this presentation. An example would be the Lower Park Ave process will move forward in July and will integrate the growth concepts into the presentation and community conversation.



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

Please review the City Manager's recommended budget.

Respectfully:

Nate Rockwood, Capital Budget, Debt & Grants Manager



City Council Study Session Report

Subject: City Manager's Recommended Budget
Author: Jed Briggs, Nate Rockwood & Brooke Moss
Department: Budget, Debt, & Grants and Human Resources
Date: May 7, 2015
Type of Item: Legislative

Summary Recommendations:

Hold a public hearing on the adoption of the City Manager's Recommended Budget.

Topic/Description:

FY 2015 Adjusted Budget and FY 2016 City Manager's Recommended Budget

Background:

This budget season will be the second year of the budget biennium. Between now and June we will be working on adjusting the FY 2015 Budget as well as developing the FY 2016 Budget.

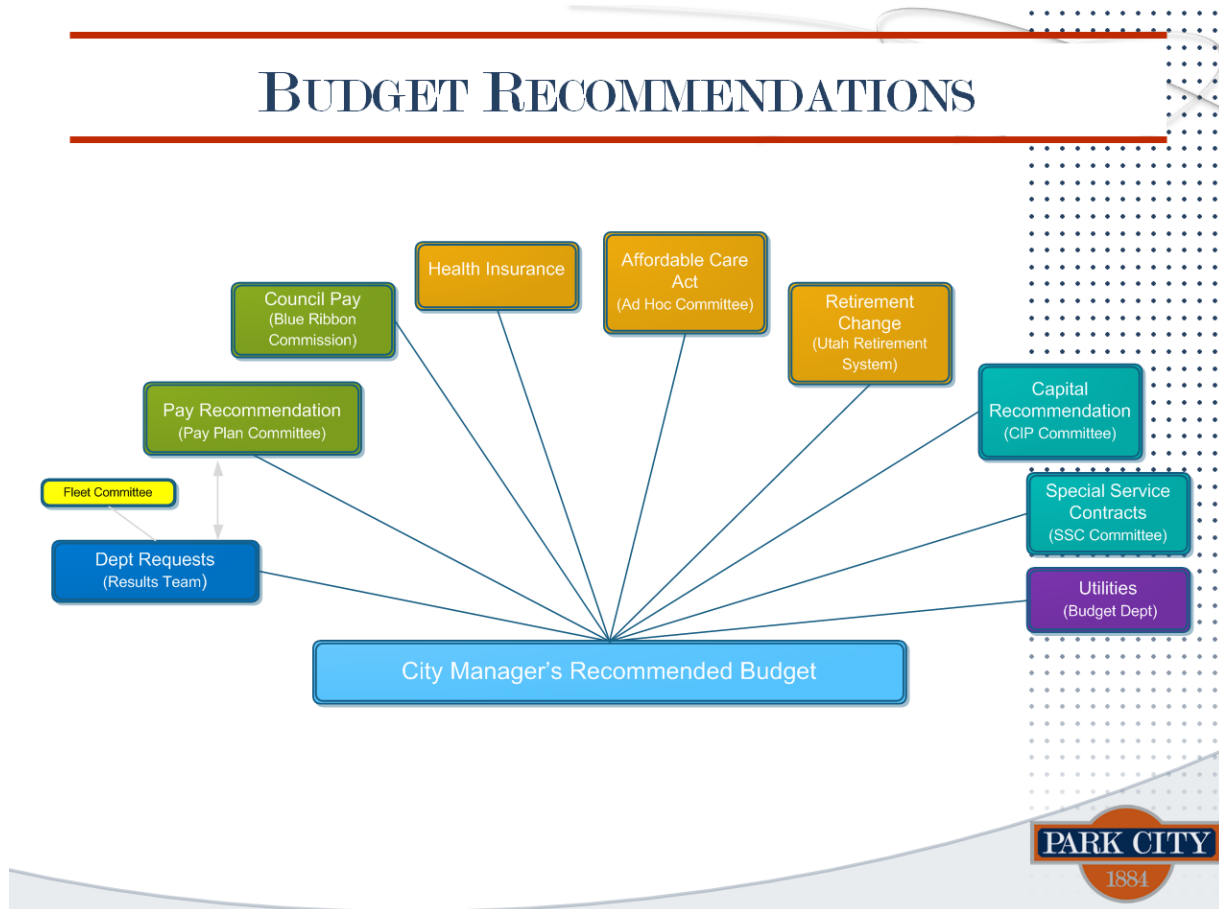
The City Manager's Recommended Budget is constructed drawing upon Council input and direction received during the Council Retreat in January/February, as well as Council input received during work sessions and study sessions throughout the year. During a Council work session (Feb. 26), Council was presented with the Financial Impact Assessment Report (FIAR) projection of the City's expenditures and revenues over the next ten years. In essence, the FY16 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 like Affordable Care Act (ACA) provisions, departmental requests, CIP enhancement, etc.

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 goals, objectives, and desired outcomes
2. Two-year budget process with fewer budget requests coming in the "off-year" (the "off-year" is FY16 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. Budget committees' recommendations will be considered
 - 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, manager's bid request, established need, available resources, and performance measures
 4. All operating and capital budget requests should be considered during the budget process
 5. General Fund budget surplus should be used for capital projects

BUDGET RECOMMENDATIONS



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. Between the first City Council meeting in May and the presentation of the Final Budget on June 18, 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	2015												2016
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
1	Council Retreat	2/4/2015	2/6/2015	3d													
2	Results Team deliberation	2/16/2015	3/30/2015	31d													
3	Quarterly Goal Update (Q3.FY15)	4/1/2015	4/15/2015	11d													
4	Council Budget Hearings	5/7/2015	6/25/2015	36d													
5	Quarterly Goal Update (Q4.FY15)	7/1/2015	7/15/2015	11d													
6	Business Plan FY16 Update	7/1/2015	9/1/2015	45d													
7	Biennial Plan FY16 Revision	7/1/2015	9/1/2015	45d													
8	Quarterly Goal Update (Q1.FY16)	10/1/2015	10/15/2015	11d													
9	BFO Departmental Submission	12/1/2015	1/29/2016	44d													
10	Biennial Plan FY16 Off-year Update	12/16/2015	1/15/2016	23d													
11	Quarterly Goal Update (Q2.FY16)	1/1/2016	1/15/2016	11d													

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

Feb 26 – FIAR presentation, monthly budget report, budget kickoff (Biennial Strategic Plans update).

May 4 - 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 7 – Presentation of the Tentative Budget, Budget Overview & Timeline, Update of Financial Impact Assessment Report (FIAR), and Benefits (pay plan, URS-Retirement, Health Insurance). Presentation and adoption of the Tentative Budget.

May 14 – CIP Budget

May 28 – Operating Expenditures - Biennial Plan Team Presentations and Fee Changes.

June 4 – Personnel Policies and Procedures (P&P) Manual, City Fee Resolution, Council Compensation, Budget Policies, Outstanding Budget Issues, Adopt CEMP update by resolution

June 18 – Presentation & Adoption of Final Budget (if no property tax increase),
Adoption of Provisional Budget (if property tax will be increased)

Analysis:

Financial Impact Assessment Report

On February 26, the budget department presented the 2015 Financial Impact Assessment Report (FIAR). This FIAR report is organized to forecast revenues and operating, capital, and debt service expenses for the General Fund. The information contained in the report is intended to inform decision makers in the budget process by illustrating the potential impacts of current financial decisions on the financial health of the City in both the near and distant future. The figures presented in the FIAR help set the funding limits for both the operating and capital budget process as related to the general fund and general fund capital transfer.

The figures below incorporate expenses and revenues from the General Fund as well as the general fund transfer to the CIP.

Operating expense projections are shown using the service level associated with the 2015 Budget as the base year. The table below shows the FY 2015 service level projected over ten years using the 4.5% growth rate identified in the 2010 Service Level Assessment Committee (SLAC) update. The projected surpluses (or deficits) for each year are shown in the following graph.

Ten-year Financial Impact Forecast

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Revenue	\$31,751	\$32,814	\$33,529	\$34,310	\$35,134	\$36,019	\$36,875	\$37,714	\$38,548	\$39,336
Op. Expenses (Base)	\$27,044	\$27,072	\$27,044	\$27,044	\$27,044	\$27,044	\$27,044	\$27,044	\$27,044	\$27,044
Inflationary Growth	\$0	\$835	\$1,697	\$2,588	\$3,508	\$4,459	\$5,441	\$6,456	\$7,505	\$8,589
Operating LOS Growth	\$0	\$347	\$700	\$1,058	\$1,421	\$1,789	\$2,163	\$2,542	\$2,928	\$3,318
CIP Expenses	\$3,490	\$2,732	\$2,395	\$2,115	\$2,105	\$2,205	\$2,305	\$2,355	\$2,405	\$2,455
Debt Service	\$180	\$183	\$179	\$178	\$181	\$182	\$0	\$0	\$0	\$0
Total Expenses	\$30,714	\$31,170	\$32,015	\$32,982	\$34,258	\$35,679	\$36,953	\$38,398	\$39,881	\$41,406
Rev/Exp	\$1,037	\$1,644	\$1,514	\$1,328	\$875	\$341	-\$78	-\$684	-\$1,334	-\$2,070

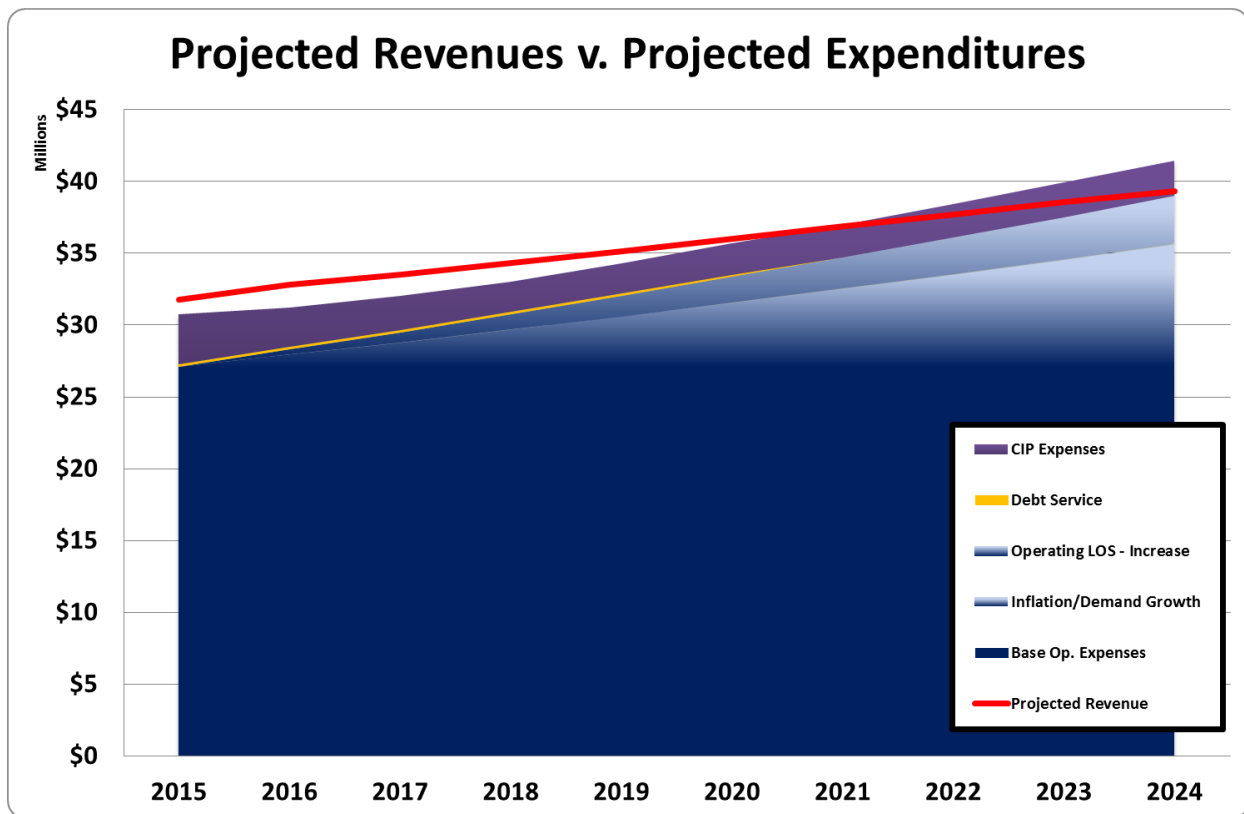
*In Thousands (x1,000)

Aggregate Surplus/(Shortfall) Over Ten-Years (2015 to 2024)

\$2,572,794

Financial Impact Assessment Trends

The FIAR projections are based on long-range historical trends. As the economic environment of a resort economy ebbs and flows, the FIAR is intended to act as a long-range measure and reference for future financial decisions. As the City moves forward, revenue growth will be added and evaluated in the contexts of the historical trends and will help form an updated FIAR projection in 2016 which will guide the City in the subsequent biennium budget process.



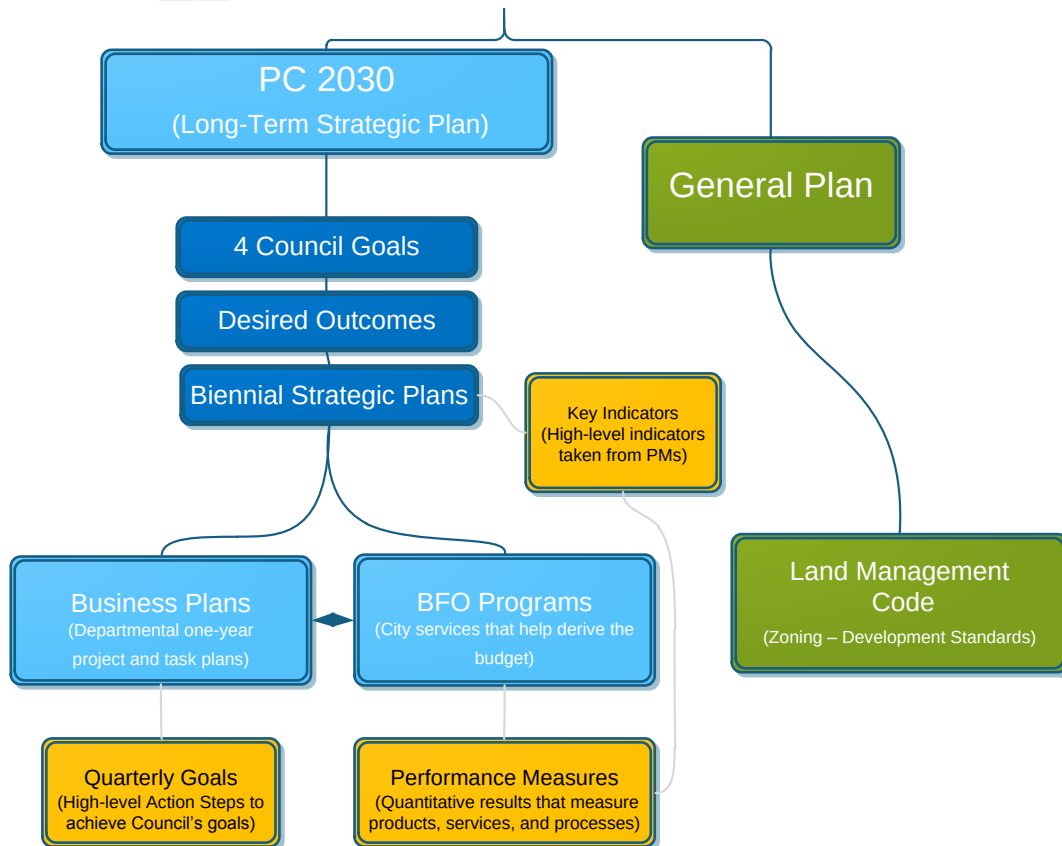
Ten-year Financial Impact Forecast

Biennial Strategic Plans Update

When the City Council met in January, 2014, at its annual retreat, the Mayor and Council reaffirmed their long-range vision for Park City and updated their annual action plan. At that time Council reviewed and approved four goals for Park City which are highlighted below:

- Preserving & Enhancing the Natural Environment
- World Class, Multi-Seasonal Resort Destination
- An Inclusive Community of Diverse Economic and Cultural Opportunities
- Responsive, Cutting-Edge & Effective Government

COMMUNITY VISION & VALUES



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.

Each year City Council establishes their City Council Priorities that define areas in which City Council would like additional focus placed. The 2015 City Council Priorities are as follows:

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

1. Middle Income, Attainable & Affordable Housing
2. Transportation: Congestion reduction; local & regional plans

Top Priorities - Items for which City Council would like to see significant progress:

3. Increase citizen involvement through outreach /gov't holistic decision making

4. Historic Preservation: Main St preservation plan & keep national historic site designations
5. Lower Park Avenue Redevelopment Plan

High Priorities - Items for which City Council would like to see progress:

6. Increase Green Building Standards
7. Open Space Acquisition
8. Water Conservation
9. Community wide renewable energy policy & action plan
10. Plan for Safe Clean Soils
11. Regional Collaboration
12. Broadband/fiber

In order to ensure results and accountability, Desired Outcomes and Key Indicators were built into the Biennial Strategic Plans. The Desired Outcomes are observable effects that visibly demonstrate success in each Goal area. They are the guideposts for making funding and planning decisions. Similarly, the Key Indicators are high-level measures that gauge effectiveness and allow Park City stakeholders to compare their performance to that of similar service providers and monitor their efforts over time. They also help determine if we are moving the “dial” on achieving the Desired Outcomes. The Key Indicators selected do not represent the totality of measures that could be used, rather they are those that best communicate whether we are meeting the expectations set forth in the community visioning process. Both the Desired Outcomes and Key Indicators 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.

Currently, the City employs a Budgeting for Outcomes (BFO) process that focuses on Council priorities and objectives as the driving factor for determining the annual budget. BFO is a way to link Council’s policy goals to the day-to-day management operations of the City. Council’s Goals are taken into account when department managers identify which Desired Outcomes will be met when requesting budget operating and capital options. Furthermore, to ensure that Council’s goals are carried out, department managers must also identify and refer to them when making Quarterly Goal Action Steps, which are high-level projects and/or tasks.

BFO provides a comprehensive review of the organization, identifying every program offered and its cost, evaluating the relevance of every program on the basis of the community’s priorities, and ultimately guiding elected officials to the policy questions they can answer with the information gained from the process. Thus, BFO will inform the development of the City’s 2016 Budget and serves as a tool to identify potential service reductions and eliminations. By creating Desired Outcomes within Council goals and then receiving offers from City departments, the City can make better-informed decisions regarding the prioritization and cost of City services and programs.

PARK CITY MUNICIPAL CORPORATION STRATEGIC MANAGEMENT SYSTEM



Budget Summary

The FY 2015 Adjusted Budget reflects a .06% operating decrease from the FY 2015 Original Budget and a 4.03% operating increase from FY 2014 actual expenditures. FY 2015 adjusted capital budgets appear extremely high, but the vast majority of the \$93 million budgeted for capital is carry-forward budget. Unlike operating budgets, capital projects may take multiple years to complete, thus the budgets for capital need to be renewed each year. At the end of each fiscal year, the unspent budget for each capital project is calculated and added to the new fiscal year's budget as part of the adjusted budget. That carry-forward amount from FY 2014 is \$67.5 million.

Expenditure Summary by Major Object - All Funds

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015 Budget	FY 2015 Adj Budget	FY 2016 Budget
Personnel	21,002,701	22,750,251	23,724,613	25,570,623	28,284,962	28,245,287	29,522,513
Materials, Supplies & Services	12,194,207	13,330,837	14,135,698	13,565,499	14,894,402	14,901,589	16,270,369
Capital Outlay	32,453,266	29,823,669	15,277,156	24,038,380	35,895,710	93,059,320	30,284,149
Debt Service	13,212,086	10,399,905	10,562,058	13,065,007	10,812,058	10,812,058	10,156,804
Contingency	21,850	3,946		0	346,000	346,000	350,000
Actual Budget	\$78,884,110	\$76,308,608	\$63,699,525	\$76,239,510	\$90,233,132	\$147,364,254	\$86,583,835
Budget Excluding Capital	\$46,430,844	\$46,484,939	\$48,422,369	\$52,201,130	\$54,337,422	\$54,304,934	\$56,299,686
Interfund Transfers	9,898,612	9,177,643	7,667,140	13,929,137	9,097,113	9,097,113	9,705,814
Ending Balance	68,377,411	71,208,563	70,184,139	76,584,096	33,905,045	31,121,269	35,975,767
Subtotal	\$78,276,023	\$80,386,206	\$77,851,279	\$90,513,233	\$43,002,158	\$40,218,382	\$45,681,581
Grand Total	\$157,160,133	\$156,694,814	\$141,550,804	\$166,752,743	\$133,235,290	\$187,582,636	\$132,265,416

Expenditures by Major Object (All Funds Combined)

The FY 2016 Budget is increasing to \$56.3 million, which is a 3.67% increase from the FY 2015 Adjusted Budget. The increase is due to Pay Plan increases, Affordable Care Act provisions, Retirement increases, and operating expenses to keep up with demand for services. These changes are more fully discussed further in this section as well as in the Budget Issues section along with details on other committee recommendations, operating budget changes, and major capital requests.

The table above shows citywide expenditures by Major Object. The FY 2015 Adjusted Budget reflects a decrease in personnel expenses of 0.14% from the FY 2015 Original Budget due to vacancy factor adjustments. This will be closely monitored and probably adjusted again for the final budget. FY 2016 shows a 4.38% increase in personnel from the FY 2015 Original Budget due primarily to personnel additions and grade increases in order to stay competitive in the market.

Budget Estimates	FY16	Requests
Benefits Committee Recommendation	\$300k	
2% Market Pay Increase	\$300k	
Utah Retirement System (URS)	\$0k	
Utilities	\$50k	
Executive Recommendations	\$170k	
Non-Discretionary Operating Items	\$45k	
Results Team Recommendation	\$335k	\$900k
4.5% Increase Over FY15 (Base)	Total	\$1.2M
		\$2.1M (7.9%)

Health Insurance Costs (Benefits Committee Recommendation)

The City maintains a health and dental insurance plan through Regence Blue Cross Blue Shield of Utah. Each year Regence examines the City's "use" of the plan and its total costs to Regence and then determines the price for the following year. National averages in health insurance annual increases range from 10-12%. This year, the City is in line with those averages at 9.74%. However, to keep up with changes in the industry overall, as well as to observe our benefits compensation philosophy, we are considering a change to the employee's deductible within the Regence Bluepoint plan, which is the healthcare plan used by the majority of staff. Currently, the City's health insurance deductible is \$250 for individuals, and \$500 for family coverage. The Benefits Committee proposes that the City increase these amounts to \$375 and \$700 respectively. This is due to the following two reasons:

1. **Benefits costs affect employee pay levels.** Because the City compares **total compensation** (pay plus benefits) when benchmarking positions against other cities, the cost of benefits (if rising significantly faster than pay) affects pay levels. In an effort to adjust and balance these two compensation types, a change is needed. Staff has submitted a staff report separately about the challenges we face in being competitive in both recruiting and retention of City staff, which has much to do with pay levels offered in comparison with other entities.

2. **Stepwise approach to how PCMC can avoid the 2018 Cadillac Tax.** The “Cadillac Tax” is a tax that is expected to be imposed by the federal government starting in 2018. The tax will be imposed where employee benefits exceed a certain threshold of total compensation. This means that the City must examine the total cost of our benefits plan and make cost adjustments necessary to remain below this threshold. Staff believes making a stepwise approach to the Cadillac Tax is fiscally prudent.

Staff is also recommending a change the structure of our dental plan by moving to a self-funded plan. Staff has evaluated the cost and risk of this change and believes the risk is low. Staff estimates a savings of \$50k a year if the City moves to a self-funded plan. Though there is a small risk that the estimate could be incorrect, staff does feel this risk is low and that this the right move for the City. Staff believes that any overage in the self-funded plan would need to be considered in the FY16 Adjusted Budget next year. Plan administration will still fall under Regence as it does currently, so employees will see no change in coverage or administration.

With the savings created from both the increase in the employee deductible as well as self-funded dental, staff is recommending to increase employee pay to cover the change in deductible. This year, staff would like to offer employees a grossed up amount equal to the change in their insurance deductible. Employees with single coverage would receive a lump sum payment of \$125, and those with family coverage would receive \$200. This would make the change to the health plan a \$0 net change for staff. Next year, on July 1, employee pay for all staff would be increased by \$200. This would absorb the savings of both changes to the health insurance plan, and keep them whole at all levels compensation. This would also keep us further away from the threshold of the Cadillac Tax.

Originally, staff had estimated a budget around \$300k in the General Fund for a health insurance increase. Self-funding the City’s dental plan will be budgeted at \$200k. GASB accounting rules require that self-funding dental needs to be paid out of the General Fund even though the other funds at the City would use the account to pay their claims. The Enterprise Funds will pay their portion through the Administrative Interfund Transfer (Admin IFT). In addition, the General Fund increase to change the grades by \$200 would cost around \$65k. The Health Insurance increase this year is fairly minimal and is budgeted at a \$7,500 increase. The total net increase to the General Fund for this plan will be under \$300k.

**Health Insurance Changes by Fund
(Change from FY2015 Adopted Budget)**

	FY15 Adj Budget	FY 2016 Budget
Fund 11 General Fund	\$0	\$7,485
Fund 12 Quinn's Recreation Complex	\$0	\$203
Fund 51 Water Fund	\$0	\$1,349
Fund 55 Golf Fund	\$0	\$116
Fund 57 Transportation Fund	\$0	\$2,156
Fund 62 Fleet Services Fund	\$0	\$261
Total	\$0	\$11,570

Pay Plan

Park City has a market-based pay philosophy, albeit the “market” is limited to other municipal governments, excluding the typically higher private-sector compensation. The Pay Plan attempts to ensure the uniform and equitable application of pay in comparison to the Utah and Colorado municipal employee market.

Every two years Park City compares its employee compensation data with approximately 30 communities from the Wasatch Front, the Colorado Municipal League, and Summit County (the Wasatch Compensation Group). The Technical Committee looks at job descriptions and compares with similar positions or “benchmarks” to determine market pay for any given position. The City Manager chooses the metrics that determine how salaries should be set and defines a threshold at which positions should be reclassified. The Pay Plan Committee is formed to review the benchmark data and make recommendations for reclassification to the City Manager.

The Pay Plan Committee has two major responsibilities:

1. Determine where internal equity positions should fit in the Pay Plan; and
2. Review the recommendations of the Technical Committee.

As the City’s Pay Plan philosophy develops, it is critical that the City’s compensation and reclassification policies are monitored and adjusted as appropriate. Of particular concern is how an employee moves to working level, eligibility for a performance bonus, and professional development within families of positions.

The economic recovery will continue to make it more difficult for the City to compete with the both other municipal governments and the private sector. For the City to maintain its high quality staffing, it will be important for the Pay Plan to keep pace.

In the second year of the budget, all pay grades (and therefore all positions) are increased by 2% to keep up with the market during the off year. In the table below, the FY 2016 increase reflects the off year 2% grade increase, resulting in a \$459K budget increase in personnel. Next year the Pay Plan Committee will review all of the positions in the city to determine which positions grades should increase in order to stay competitive with the market.

**Health Insurance Changes by Fund
(Change from FY2015 Adopted Budget)**

	FY15 Adj Budget	FY 2016 Budget
Fund 11 General Fund	\$0	\$7,485
Fund 12 Quinn's Recreation Complex	\$0	\$203
Fund 51 Water Fund	\$0	\$1,349
Fund 55 Golf Fund	\$0	\$116
Fund 57 Transportation Fund	\$0	\$2,156
Fund 62 Fleet Services Fund	\$0	\$261
Total	\$0	\$11,570

Utility Increases

Two years ago the Budget Department decided to centralize the budget monitoring of utilities for all funds. Over the last several years utility budget increases were not being recommended as they were difficult to predict. With wild swings in utility costs it was decided to have the Budget Department incorporate these costs into our other predictive models. Due to the mild winter this last year most departments' utility costs were fairly low and below budget. At this time the Budget Department is not recommending to change utility budgets dramatically as the recommended increase is only \$50k for the General Fund. This is largely made up of security alarm contract cost increases that the City has incurred for FY15 and will need to continue into FY16.

Executive Recommendations

The City's budget process takes into account committees' recommendations which include the Results Team as well as CIP, Pay Plan, Benefit, and Fleet committees and any other ad hoc committees needed for unique circumstances. At times, it becomes necessary for the City Manager to become more involved in the budget process because of emergencies or budget issues that go outside the scope of a committee's directive. For FY16 there are numerous examples: creation of the new Community Development Team, Building Department personnel grade increases, retirement increases for Dispatch employees, budget increases for personnel that have an employment agreement, and Bus Driver grade increases. The total amount for these Executive Department recommendation increases to the General Fund is \$170k. These items are described in detail below.

Creation of Community Development Team

The City Manager is recommending the realignment of several key departments in order to enhance collaboration across City teams, provide more responsiveness with community partners, and deliver more effective government. The proposal creates a Community Development Team comprised of the current Building, Planning, Engineering and Transportation Planning Departments.

Park City is facing increased growth and development pressures, and increasing regulatory responsibilities which require greater coordination and integration of City departments and personnel. The proposed Community Development Team will bring together key City regulatory and planning departments as well as the City's transportation planning and implementation functions. This realignment will promote

greater internal coordination and a more integrated and strategic approach in the consideration of new projects. The inclusion of the Transportation Planning Department in the Community Development Team reinforces transportation and traffic management as a critical Council priority and will ensure that transportation solutions are considered at the outset of all future projects in Park City.

The proposed Community Development Director position will provide overall leadership and coordination among these departments to successfully implement the General Plan and Land Management Code consistent with the vision set forth by the City Council and citizens of Park City.

Currently, the City is undertaking a nationwide recruitment for the Community Development Director position. Planning Manager Kayla Sintz was appointed the Acting Planning Director following the Planning Director's resignation last month.

Specifics:

- Eliminate the Planning Director position (E10) and create a new Community Development Director (CDD) position (E13).
 - The Transportation Planning Department will be joined with the Building, Planning and Engineering Team.
 - In addition to BPE, the CDD will work closely with housing and economic development to promote better coordination and strategic partnerships.
- Eliminate Current Planning Manager contract position and create new full-time regular (FTR) Current Planning Manager position (E9).
- Decrease Transportation Planning Director position grade from E13 to E12.
- All existing BPE managers will remain on Management Team.
- The Community Development Director will sit in the Planning Department.
- The Transportation Team will remain on the third floor of Marsac.
- The new team will be called the Community Development Team.

This proposal is close to a zero-sum budget change in the General Fund and \$30k increase in the Transit Fund. See table below (*the figures in the table below are total compensation, not salary*):

General Fund			Transit Fund		
Grade	Position	Budget	Grade	Position	Budget
E13 @ 75%	Community Dev. Director	\$138,671	E13 @ 25%	Community Dev. Director	\$46,224
E10	Planning Director	-\$151,100	E13	Transportation Planning Director	-\$184,894
Contract	Current Planning Manager	-\$131,859	E12	Transportation Planning Director	\$168,989
E9	Current Planning Manager	\$142,621			
	Total	-\$1,668		Total	\$30,319

Building Department Grade Increases

Over the course of the last couple of years some areas of the City have experienced major drop-off in recruiting applications. In particular, the building inspection industry has been short staffed for most of the state of Utah. The City's Building Department has had multiple inspector positions open for almost one year resulting in a backlog of work, hurried inspections, and customer complaints. Staff has tried multiple approaches to get the inspectors needed including using outside contractors, sending supervisors into the field to back up inspectors, and beginning a mentorship program to help contractors in the community become interested and certified in the profession. The City has battled competition for inspectors amongst the jurisdictions along the Wasatch Front, and lost several inspectors to these and other factors.

Thus, Executive is recommending to increase the grade of the 4 Senior Building Inspector FTRs from N11 to N12. However, positions with higher qualifications and supervisory responsibilities over the Senior Building Inspectors must be compensated at a higher rate as dictated by the City's pay philosophy. This would also help to avoid higher qualified staff from accepting inspector positions with less responsibility and vacating their current positions, creating a new concern. Additionally, for all the same reasons listed above, any qualified personnel with building code knowledge will be in demand and pay grades must be adjusted. The Plan Check Coordinator, Building Inspector Supervisor and Deputy Chief Building official positions are therefore included in the recommendation. Each position would increase by one grade except for the Deputy Chief Building Official, which would increase by half of a grade.

	FY15 (Current)				FY16 (Recommended)				Increase
	Grade	Hourly	Annual	Total w/ Benefits	Grade	Hourly	Annual	Total w/ Benefits	
Senior Building Inspector (4x)	N11	\$30.30	\$63,024	\$393,220	N12	\$31.73	\$65,998	\$410,268	\$17,048
Building Inspector Supervisor	E06	\$31.63	\$65,795	\$103,199	E07	\$35.71	\$74,285	\$114,110	\$10,911
Plan Check Coordinator (2x)	E06	\$31.63	\$65,795	\$206,398	E07	\$35.71	\$74,285	\$228,220	\$21,822
Deputy Building Official	E07	\$35.71	\$74,285	\$114,110	E07.5	\$37.31	\$77,614	\$122,873	\$8,763
								Total	\$58,544

URS Benefit Increase for Dispatch

A legislative change has created a situation where the Utah Retirement System (URS) is allowing the possibility of increasing the URS benefit for Dispatcher personnel to 34.05% over their current 18.47%, to match what Police Officers receive. Police management recommended this increase to Executive in hopes of discouraging turnover and helping recruitment, both of which have been problematic. This change would impact 11 positions currently in the Communication Center (Dispatch) Department. The total cost increase to the General Fund to put all Dispatchers and the Dispatch Coordinator at the higher URS benefit level would be \$53,160.

Employment Agreement Personnel

There are several positions at the City that have employment agreements. Consistent with the market pay increase of 2%, Executive is recommending a budget increase of

2% for the positions in the table below. These budgeted amounts only reflect the increase to the General Fund portion of the positions' pay, which is why some are considerably smaller amounts. The balance of these positions pay is budgeted within capital projects and does not require a budget increase since capital projects are fairly large and can absorb pay incremental pay increases. Also of note the total increase represents any benefit increases as well as a deficiency in budget for FY15. In addition, the Intergovernmental & Environment Manager contract's increase also reflects an error in not budgeting URS for this position.

	Budgeted Salary FY 2015	2% FY 2016	Increase
Organizational Development Manager	\$57,666	\$65,274	\$8,369
Community Engagement Liaison	\$16,900	\$17,465	\$622
Economic Development Project Manager	\$19,564	\$19,910	\$381
Intergovernmental & Environment Manager	\$114,371	\$142,730	\$31,195
Public Affairs Specialist	53,900	\$65,982	\$13,290
Emergency Program Manager	\$116,051	\$118,381	\$2,563
	General Fund Increase		\$56,419

Bus Driver Grade Increases

Transit is having the same problem as the Building Department in their recruiting efforts. Like the Building Inspectors the grades are too low to attract and retain the talent they need for the Bus Driver II, III, and IV positions for full-time and part-time/seasonal positions. Customarily, Transit hires Bus Drivers as part-time/seasonals first (usually Bus Driver II's), then eventually move the positions to full-time (usually a Bus Driver III). The hiring max for the part-time/seasonal positions is too low to attract qualified candidates, thus Executive is recommending moving these positions up one grade, which would move up the hiring max. However, moving the part-time/seasonal positions up a grade means that you would need to move the full-time Bus Driver III's and IV's up one grade as well. However, unlike Building this "domino effect" would be more intentional because Transit is actively requesting to move these grades to be able to retain and pay these positions higher.

This would cost roughly \$200k in Transit—the good news is the City can pay for most of this increase with a health insurance budget that was overly budgeted last year that is close to the same amount. In addition, moving these positions in the Pay Plan would not go against the current Pay Plan formula/criteria (like the Building Inspectors) since these positions are all calculated by the Pay Plan Committee through the internal equity process.

Technical Adjustments

In addition, there is about \$40k in technical adjustments in the General Fund that need to be added to the FY16 budget. These include adjustments for personnel benefits like housing allowance, workers' compensation, and disability benefits. The Budget

Department always tries to budget for actuals and these benefits are tied to individual employees that need to be adjusted at times. There is also miscoding errors from the last budget cycle that need to be cleared up as well. This can result in an increase to line-items budgets if it was not done properly in the past.

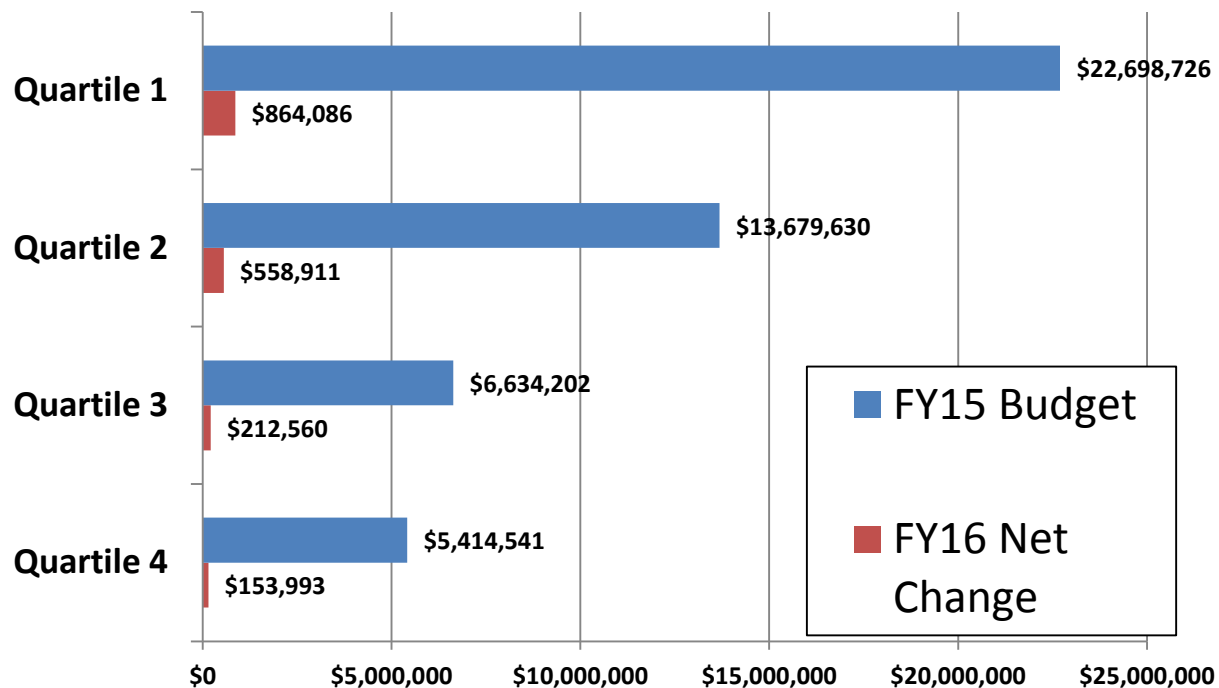
Discretionary Operating Items (Results Team Recommendation)

The Results Team (staff-led budget congress) receives service proposals (bids) for programs and activities tied to a Council Goal and to a Desired Outcome. The members of the committee this year include: Kayla Sintz, Matt Abbott, Jason Christensen, Clint Dayley, Brooke Moss, Phil Kirk, and Vaughn Robinson. These BFO programs are scored by departmental managers based off of scoring criteria that were discussed during last year's Council Retreat. The Results Team reviews these scores and changes them to arrive at a composite score agreed on by the group. This provides the ranking of proposals within each Council goal with a quartile ranking as well, numbered from 1 to 4, with 1 being the highest ranking and 4 the lowest.

The Results Team then identifies questions or gaps in specific proposals and requests additional information from the proposal owner, including potential implications of level of service adjustments or the suggestion of additional collaboration. The scoring and prioritization of the BFO programs is the start of the discussion on where to fund programs—not the end. Decisions on budget enhancements or decreases are based on the scoring of each BFO program, as well as the department manager's rationale, established need, and availability of resources. The team discusses their overall rankings and rationale for budget enhancements or decreases and prepares a final recommendation to the City Manager, who examines and refines this recommendation and may include it in the overall budget recommendation.

The below figure shows the ranking break down, by quartile, in the FY 2016 recommended budget.

BFO Budget Allocation by Quartile (All Funds)



It is important to note that a high rating of a program will not guarantee that a program will be recommended to be retained; nor does it guarantee that a lower-ranking program will be proposed for elimination. Also, the rankings do not reflect whether a program is being delivered in the most efficient manner. The prioritization process provides valuable information for budget proposal development and City Council deliberation. It is not the "only answer" on to how best to determine the City's budget.

Budget Constraints

The Results Team has to make tough decisions in order to fit their recommendation within the confines of the FIAR's projected expenditure increase, which also has to cover inflationary costs like Pay Plan, health insurance, retirement, and any other non-departmental budget increases. It is the intention of BFO for managers to submit the most cost-effective program budgets. In theory, this could result in budget decreases from previous fiscal years, however, in most cases managers feel that their current budget level is the lowest it can be without impacting levels of service. If anything, some managers feel that their current budgets are not adequate enough to provide the level of service required, due to existing and projected demands levels and because of extensive budget cuts during the recession years.

Results Team Recommendations

On May 28 the Results Team will present their recommendations organized through the Biennial Strategic Plans. The recommended budget increase needed to come in under \$335k in the General Fund. The General Fund net increase (once revenue and

expenditure offsets are taken into account) is \$334k with \$900k in requests. Below are some of the highlights:

Dept	Request	Description	Recommendation
Building*	\$239,000	Personnel, Materials & Supplies	\$30,000
Library	\$220,000	Personnel, Materials & Supplies	\$145,000
Engineering	\$124,000	Personnel	\$124,000
Planning	\$100,000	Contract Services	\$35,000
Recreation	\$78,000	Personnel	\$23,000
Bldg Maint	\$53,000	Materials & Supplies	\$53,000
Others	\$85,000	Personnel, Materials & Supplies	\$71,000
	\$899,000		\$481,000
		Expenditure & Revenue Offsets	-\$147,000
		Net Increase	\$334,000

*The Building Department personnel request was bumped to Executive and a \$60k option is recommended. Also, \$54k in computer software was requested, but this was moved to the CIP process and recommended in the CIP.

Capital Improvement Plan (CIP)

Being the second year of a budget biennium, the CIP Committee ranked and evaluated new projects and placed them in the current 5 Year Capital Improvement Plan. This year's CIP committee (Blake Fannesbeck, Jon Weidenhamer, Ken Fisher, Marina Smith, Nate Rockwood, Matt Cassel, Scott Robertson, Kayla Sintz and Matt Twombly) scored and prioritized all new projects and all projects with significant changes in funding types or amounts and integrated them into the 5-Year Capital Improvement Plan. These projects were reviewed and ranked based on five criteria: Objectives (City Council Goals), Funding, Necessity, Previous Investment, and Cost/Benefit. In addition, this year projects were also evaluated and scored based on projects which significantly contributed to Councils identified critical priorities. The CIP requests and recommendations are highlighted in the Expenditures section of the City Manager's Recommended Budget Vol. 1, with a complete detailed CIP report included in the Volume II.

At the time of prioritization, projections showed a general fund transfer to the CIP Fund of approximately \$4.4 million in FY 2015, \$4.3 million in FY 2016, \$3.9 million in FY 2017, \$3.4 million in FY 2018 and \$2.9 million in FY 2019. These figures include approximately \$900K to \$1 million in transfers from the General Fund for equipment replacement.

The Committee recommended funding projects requiring operating General Fund transfer in the amount of \$4,422,000 in the current fiscal year, \$4,407,000 in FY 2016 and \$3,940,000 FY 2017, \$3,475,000 in FY 2018 and \$3,180,000 FY 2018 and \$2,830,000 in FY 2020. The recommended project totals then taper from \$3.1 million in FY 2019 to \$2.8 million in FY 2020 to match the amount required to fund the ongoing CIP projects. The City Manager made one adjustment to the CIP committee

recommendation, which was to include funding for the Building Permit Issuance Software for the amount of \$18,000 in FY 2016.

As part of the 2015 Council Retreat, Council evaluated and selected two projects to be funded in FY 2015 as part of the Innovation Challenge. Funding for the projects comes from the additional transfer from the General Fund to the CIP (fund 031) remaining in FY 2014. The two projects selected were the Bus Stop Play Project for \$20,000 and the LED Street Light Retrofit Phase I project for \$78,000. The budget for FY 2015 has been adjusted to include these projects. With the adoption of the 2015 Tentative Adjusted Budget these projects will be formally included and approved as part of the FY 2015 Capital Budget.

The total proposed CIP budget (all funds combined) for the FY 2015 Adjusted Budget is \$92.7 million (\$31.3 million original budget and \$61.4 million carry-forward budget). The proposed FY 2016 CIP budget is \$39.7 million; FY 2017 CIP is \$40.3 million. The CIP includes significant debt financing including anticipated debt issuance in the Water Fund, Lower Park Redevelopment Area and in the Capital Fund (fund 031). The General Fund surplus required to fund projects in FY 2015 will be approximately \$4 million—the majority of which is dedicated to completing current projects, ensuring the maintenance of existing infrastructure, or securing funding for previously-identified needs. Projects in these categories include Pavement Management, Trails Master Plan Implementation, Traffic Calming, Asset Management, Walkability and Asset Management.

The Capital Improvement Plan will be discussed in detail on May 14.

Department Review:

Budget, Debt, & Grants Department, Legal, and City Manager

Summary Recommendation:

Council is being asked to discuss and (if needed) provide direction regarding the FIAR, monthly budget report, and the Biennial Strategic Plan updates. The numbers reflected in this staff report represent preliminary assumptions and estimates are subject to change. If Council provides substantial changes to the FIAR assumptions/projections, then the Results Team and CIP Committee will take these into consideration when making their recommendation to the City Manager.

Alternatives:

A. Approve:

Staff recommends that Council hold a public hearing regarding the FY 2016 City Manager's Recommended Budget and adopt it as the tentative budget by ordinance.

B. Deny:

State statute requires at least one public hearing before the adoption of a Tentative Budget. The City has traditionally held a public hearing accompanying each discussion of the budget. If Council decides to forgo a public hearing at this time, another must be held before adoption of the Tentative Budget.

C. Modify:

The Tentative (City Manager's Recommended) Budget is scheduled to be adopted on May 7; however, changes can be made to until the Final Budget adoption on June 18.

D. Continue the Item:

This has the same effect as Alternative B.

E. Do Nothing:

This also has the same effect as Alternative B.

Significant Impacts:

This public hearing would satisfy the requirements of state statute to hold a public hearing before the adoption of a tentative budget in the first week of May.

Consequences of not taking the recommended action:

If Council decides to forgo the adoption of the tentative budget the City would be in violation of the state requirement to adopt a tentative budget in the first week of May.

Recommendation:

Hold a public hearing on the City Manager's Recommended Budget and adopt it by ordinance as the Park City's FY16 Tentative Budget.

Attachments:

A – Budget Summaries

B – Tentative Budget Ordinance

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

Description	Personnel FY 2015	Mat, Supplies, Services FY 2015	Capital FY 2015	Debt Service FY 2015	Contingency FY 2015	Sub - Total FY 2015	Interfund Transfer FY 2015	Ending Balance FY 2015	Total FY 2015
Park City Municipal Corporation									
011 GENERAL FUND	\$17,945,066	\$6,069,970	\$373,511	\$0	\$246,000	\$24,634,547	\$2,231,921	\$10,726,968	\$37,593,436
012 QUINNS RECREATION COMPLEX	\$662,077	\$368,957	\$6,000	\$0	\$0	\$1,037,034	\$1,200	\$-3,532,366	\$-2,494,132
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,144	\$29,144
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,258	\$17,258
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$46,956,155	\$0	\$0	\$46,956,155	\$134,366	\$3,659,563	\$50,750,084
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$2,479,575	\$0	\$0	\$2,479,575	\$0	\$363,218	\$2,842,793
051 WATER FUND	\$2,354,977	\$3,180,342	\$16,153,023	\$4,373,851	\$100,000	\$26,162,193	\$809,898	\$3,548,624	\$30,520,715
055 GOLF COURSE FUND	\$758,276	\$498,529	\$83,069	\$36,081	\$0	\$1,375,955	\$127,458	\$1,053,965	\$2,557,378
057 TRANSPORTATION & PARKING FUND	\$5,685,264	\$889,951	\$14,452,585	\$0	\$0	\$21,027,800	\$2,425,332	\$7,370,206	\$30,823,338
062 FLEET SERVICES FUND	\$817,413	\$1,937,240	\$10,000	\$0	\$0	\$2,764,653	\$0	\$777,321	\$3,541,974
064 SELF INSURANCE FUND	\$0	\$921,300	\$0	\$0	\$0	\$921,300	\$0	\$954,142	\$1,875,442
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$1,569,613	\$0	\$1,569,613	\$0	\$1,157,203	\$2,726,816
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$4,832,513	\$0	\$4,832,513	\$0	\$420,934	\$5,253,447
Total Park City Municipal Corporation	\$28,223,075	\$13,866,289	\$80,513,918	\$10,812,058	\$346,000	\$133,761,340	\$5,730,175	\$26,546,180	\$166,037,695
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$22,212	\$50,300	\$0	\$0	\$0	\$72,512	\$2,090,000	\$29,488	\$2,192,000
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$580,000	\$12,356,214	\$0	\$0	\$12,936,214	\$326,938	\$3,009,943	\$16,273,095
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$405,000	\$122,603	\$0	\$0	\$527,603	\$950,000	\$1,076,116	\$2,553,719
Total Park City Redevelopment Agency	\$22,212	\$1,035,300	\$12,478,817	\$0	\$0	\$13,536,330	\$3,366,938	\$4,115,547	\$21,018,815
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$66,585	\$0	\$0	\$66,585	\$0	\$459,542	\$526,127
Total Municipal Building Authority	\$0	\$0	\$66,585	\$0	\$0	\$66,585	\$0	\$459,542	\$526,127
TOTAL	\$28,245,287	\$14,901,589	\$93,059,320	\$10,812,058	\$346,000	\$147,364,254	\$9,097,113	\$31,121,269	\$187,582,637

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

Description	Personnel FY 2016	Mat, Supplies, Services FY 2016	Capital FY 2016	Debt Service FY 2016	Contingency FY 2016	Sub - Total FY 2016	Interfund Transfer FY 2016	Ending Balance FY 2016	Total FY 2016
Park City Municipal Corporation									
011 GENERAL FUND	\$18,780,208	\$6,243,485	\$369,282	\$0	\$250,000	\$25,642,975	\$2,337,064	\$11,180,225	\$39,160,264
012 QUINNS RECREATION COMPLEX	\$741,399	\$378,957	\$6,000	\$0	\$0	\$1,126,356	\$1,200	\$-3,937,422	\$-2,809,866
021 POLICE SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$29,144	\$29,144
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,258	\$17,258
031 CAPITAL IMPROVEMENT FUND	\$0	\$0	\$10,901,403	\$0	\$0	\$10,901,403	\$134,366	\$1,405,450	\$12,441,219
038 EQUIPMENT REPLACEMENT CIP	\$0	\$0	\$1,011,000	\$0	\$0	\$1,011,000	\$0	\$348,218	\$1,359,218
051 WATER FUND	\$2,497,559	\$3,260,907	\$6,496,706	\$4,272,501	\$100,000	\$16,627,673	\$897,227	\$7,646,887	\$25,171,788
055 GOLF COURSE FUND	\$777,164	\$498,529	\$115,565	\$27,060	\$0	\$1,418,318	\$117,077	\$1,064,516	\$2,599,911
057 TRANSPORTATION & PARKING FUND	\$5,864,381	\$889,951	\$1,748,443	\$0	\$0	\$8,502,775	\$2,466,754	\$7,188,115	\$18,157,644
062 FLEET SERVICES FUND	\$839,136	\$1,937,240	\$10,000	\$0	\$0	\$2,786,376	\$0	\$571,745	\$3,358,121
064 SELF INSURANCE FUND	\$0	\$921,300	\$0	\$0	\$0	\$921,300	\$0	\$729,508	\$1,650,808
070 SALES TAX REV BOND - DEBT SVS FUND	\$0	\$0	\$0	\$1,568,863	\$0	\$1,568,863	\$0	\$1,150,203	\$2,719,066
071 DEBT SERVICE FUND	\$0	\$0	\$0	\$4,288,380	\$0	\$4,288,380	\$0	\$413,456	\$4,701,836
Total Park City Municipal Corporation	\$29,499,846	\$14,130,369	\$20,658,399	\$10,156,804	\$350,000	\$74,795,418	\$5,953,689	\$27,807,303	\$108,556,410
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$22,667	\$700,000	\$0	\$0	\$0	\$722,667	\$1,691,125	\$29,488	\$2,443,280
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$455,000	\$0	\$0	\$0	\$455,000	\$787,000	\$0	\$1,242,000
033 REDEVELOPMENT AGENCY-LOWER PRK	\$0	\$580,000	\$9,625,750	\$0	\$0	\$10,205,750	\$324,000	\$7,171,318	\$17,701,068
034 REDEVELOPMENT AGENCY-MAIN ST	\$0	\$405,000	\$0	\$0	\$0	\$405,000	\$950,000	\$508,116	\$1,863,116
Total Park City Redevelopment Agency	\$22,667	\$2,140,000	\$9,625,750	\$0	\$0	\$11,788,417	\$3,752,125	\$7,708,922	\$23,249,464
Municipal Building Authority									
035 BUILDING AUTHORITY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$459,542	\$459,542
Total Municipal Building Authority	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$459,542	\$459,542
TOTAL	\$29,522,513	\$16,270,369	\$30,284,149	\$10,156,804	\$350,000	\$86,583,835	\$9,705,814	\$35,975,767	\$132,265,417

All Funds Combined

Revenue	Actual FY 2012	Actual FY 2013	Actual FY 2014	Adjusted FY 2015	Original FY 2016	% Total FY 2016
RESOURCES						
Property Taxes	\$18,320,525	\$18,191,179	\$18,111,591	\$18,277,987	\$18,333,711	14%
Sales Tax	\$13,366,791	\$14,039,372	\$17,518,455	\$18,199,646	\$19,674,936	15%
Franchise Tax	\$2,816,071	\$3,037,408	\$3,158,716	\$3,439,000	\$3,414,000	3%
Licenses	\$1,280,901	\$1,343,027	\$1,374,461	\$1,482,000	\$1,372,699	1%
Planning Building & Engineering Fees	\$1,427,160	\$1,932,448	\$3,777,866	\$4,333,000	\$3,505,000	3%
Other Fees	\$45,190	\$40,293	\$43,461	\$42,000	\$43,000	0%
Federal Revenue	\$7,656,860	\$1,287,283	\$3,395,326	\$4,654,000	\$3,060,000	2%
State Revenue	\$426,105	\$668,747	\$1,370,678	\$2,372,000	\$372,000	0%
County/SP District Revenue	\$107,855	\$790,534	\$375,001	\$123,000	\$60,000	0%
Water Charges for Services	\$9,915,490	\$12,199,081	\$13,128,172	\$15,340,155	\$15,945,141	12%
Transit Charges for Services	\$1,918,588	\$2,243,874	\$2,175,148	\$2,440,701	\$2,556,039	2%
Cemetery Charges for Services	\$19,196	\$24,777	\$26,250	\$26,000	\$27,000	0%
Recreation	\$2,694,849	\$3,020,781	\$3,163,875	\$3,234,850	\$3,344,596	3%
Ice	\$682,028	\$648,177	\$787,773	\$687,000	\$712,500	1%
Other Service Revenue	\$79,857	\$75,927	\$86,364	\$76,000	\$91,000	0%
Library Fines & Fees	\$19,661	\$19,079	\$16,124	\$21,000	\$21,000	0%
Fines & Forfeitures	\$621,446	\$757,842	\$739,304	\$769,200	\$679,200	1%
Misc. Revenues	\$3,891,592	\$1,635,205	\$3,243,186	\$2,589,378	\$1,223,856	1%
Interfund Transactions (Admin)	\$5,138,802	\$4,506,999	\$4,454,236	\$4,675,808	\$4,828,323	4%
Interfund Transactions (CIP/Debt)	\$4,038,841	\$3,160,141	\$9,474,901	\$4,421,304	\$4,877,491	4%
Special Revenues & Resources	\$1,694,513	\$720,067	\$904,174	\$594,510	\$694,500	1%
Bond Proceeds	\$244,982		\$9,243,543	\$23,200,000	\$14,400,000	11%
Beginning Balance	\$80,283,334	\$71,208,563	\$70,184,139	\$76,584,096	\$33,029,425	25%
TOTAL	\$156,690,637	\$141,550,802	\$166,752,742	\$187,582,635	\$132,265,418	100 %

Change in Fund Balance

Fund	Actuals FY 2012	Actuals FY 2013	Actuals FY 2014	Adjusted FY 2015	Inc/Red FY 2015	Inc/Red FY 2015	Budget FY 2016	Inc/Red FY 2016	Inc/Red FY 2016
Park City Municipal Corporation									
011 GENERAL FUND	\$6,447,817	\$8,367,681	\$9,789,256	\$10,726,968	\$937,712	10%	\$11,180,225	\$1,463,767	15%
012 QUINNS RECREATION COMPLEX	\$-2,510,554	\$-2,919,038	\$-3,204,132	\$-3,532,366	\$-328,234	10%	\$(3,937,422)	\$-212,717	6%
021 POLICE SPECIAL REVENUE FUND	\$27,532	\$28,644	\$29,144	\$29,144			\$29,144	\$29,144	
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	\$8,985	\$19,133	\$17,258	\$17,258			\$17,258	\$6,580	62%
031 CAPITAL IMPROVEMENT FUND	\$19,876,401	\$18,771,186	\$27,106,574	\$3,659,563	\$-23,447,011	-86%	\$1,405,450	\$-1,420,532	-50%
038 EQUIPMENT REPLACEMENT CIP	\$1,244,133	\$1,586,254	\$1,902,793	\$363,218	\$-1,539,575	-81%	\$348,218	\$3,555	1%
051 WATER FUND	\$11,863,021	\$9,860,717	\$7,317,437	\$3,548,624	\$-3,768,813	-52%	\$7,646,887	\$-1,700,194	-18%
055 GOLF COURSE FUND	\$850,677	\$927,168	\$1,054,654	\$1,053,965	\$-689	0%	\$1,064,516	\$112,492	12%
057 TRANSPORTATION & PARKING FUND	\$17,656,077	\$18,038,096	\$18,794,937	\$7,370,206	\$-11,424,731	-61%	\$7,188,115	\$395,566	6%
062 FLEET SERVICES FUND	\$521,502	\$874,294	\$961,174	\$777,321	\$-183,853	-19%	\$571,745	\$-84,406	-13%
064 SELF INSURANCE FUND	\$1,848,254	\$1,423,816	\$1,208,215	\$954,142	\$-254,073	-21%	\$729,508	\$-105,933	-13%
070 SALES TAX REV BOND - DEBT SVS FUND	\$1,958,852	\$1,160,392	\$1,165,265	\$1,157,203	\$-8,062	-1%	\$1,150,203	\$-1,002	0%
071 DEBT SERVICE FUND	\$412,312	\$407,093	\$432,580	\$420,934	\$-11,646	-3%	\$413,456	\$24,451	6%
Total Park City Municipal Corporation	\$60,205,009	\$58,545,436	\$66,575,155	\$26,546,180	\$-40,028,975	-303%	\$27,807,303	\$-1,489,229	13 %
Park City Redevelopment Agency									
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	\$0	\$0	\$0	\$29,488	\$29,488		\$29,488		
024 MAIN STREET RDA SPECIAL REVENUE FUND	\$0	\$0	\$0	\$0	\$0		\$0	\$0	
033 REDEVELOPMENT AGENCY-LOWER PRK	\$9,084,417	\$9,877,290	\$8,183,095	\$3,009,943	\$-5,173,152	-63%	\$7,171,318	\$3,894,056	119%
034 REDEVELOPMENT AGENCY-MAIN ST	\$1,397,569	\$1,237,956	\$1,302,719	\$1,076,116	\$-226,603	-17%	\$508,116	\$-332,190	-40%
Total Park City Redevelopment Agency	\$10,481,986	\$11,115,246	\$9,485,814	\$4,115,547	\$-5,370,267	-81%	\$7,708,922	\$3,561,866	79 %
Municipal Building Authority									
035 BUILDING AUTHORITY	\$521,568	\$523,457	\$523,127	\$459,542	\$-63,585	-12%	\$459,542	\$-1,915	0%
Total Municipal Building Authority	\$521,568	\$523,457	\$523,127	\$459,542	\$-63,585	-12%	\$459,542	\$-1,915	0 %



Ordinance No.

ORDINANCE ADOPTING A TENTATIVE REVISED BUDGET FOR FISCAL YEAR 2015 AND A TENTATIVE BUDGET FOR FISCAL YEAR 2016 FOR PARK CITY MUNICIPAL CORPORATION AND ITS RELATED AGENCIES AND AUTHORIZING THE COMPUTATION OF THE PROPERTY TAX RATE AT A NO TAX INCREASE RATE

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

WHEREAS, a public hearing was held on May 7 at the City Council's regularly scheduled meetings, complying with State law;

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

SECTION 1. TENTATIVE REVISED BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 7, 2015 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the tentative revised Fiscal Year 2015 budget for Park City Municipal Corporation and its related agencies.

SECTION 2. TENTATIVE BUDGET ADOPTED. The budget as outlined in the City Manager's Recommended budget presented on May 7, 2015 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the tentative budget for Fiscal Year 2016 for Park City Municipal Corporation and its related agencies.

SECTION 3. CERTIFIED PROPERTY TAX RATE. The City's Budget Officer is authorized, after the County has provided the Certified Property Tax data, to compute the City's Certified Property Tax Rate for 2015 at a "No Tax Increase Rate" and file said rate with the County.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective on publication and shall apply retroactively to July 1, 2015.

PASSED AND ADOPTED this 7th day of May, 2015

PARK CITY MUNICIPAL CORPORATION

Mayor Jack Thomas

Attest:

Marci Heil, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

Executive Summary:

Over the last year it has become increasingly more difficult to fill empty positions at the City. Because of the rapidly recovering Utah economy and difficulty in hiring over the past year, staff is recommending that City Council

- Review the history of our pay philosophy, which includes modifications made during the economic downturn when unemployment was very high and the job market was slow.
- Evaluate current economic indicators
- Consider possible modifications to our pay philosophy to respond to market conditions.

Respectfully:

Brooke Moss, Human Resources Manager



City Council Staff Report

Subject: Staffing and pay challenges
Author: Brooke Moss, HR Manager
Department: Human Resources
Date: May 7, 2015
Type of Item: **Legislative**

Summary Recommendations:

HR recommends a change to our pay philosophy to increase wages due to economic and competitive pressures from other organizations with recruitments for new staff.

Executive Summary:

Over the last year it has become increasingly more difficult to fill empty positions at the City. Because of the rapidly recovering Utah economy and difficulty in hiring over the past year, staff is recommending that City Council

- Review the history of our pay philosophy, which includes modifications made during the economic downturn when unemployment was very high and the job market was slow.
- Evaluate current economic indicators
- Consider possible modifications to our pay philosophy to respond to market conditions.

Background:

Our current Classification and Pay Plan Manual (2012) sets forth the City's pay philosophy. (See Pgs. 7-10, Exhibit A)

The Economy Now:

As the economy has been recovering over the last year, the City has seen an increased difficulty in filling open positions. Much has changed in that time to the employment marketplace. First, **unemployment** in Utah and especially in Summit County is extremely low. There are fewer individuals looking for positions in the job market, and there are fewer who apply for most available positions. Unemployment rates from the Utah Department of Workforce Services for Summit County, Utah and the US are listed in the table to the right. Levels of unemployment have reached levels not seen since before the economic downturn in 2008.

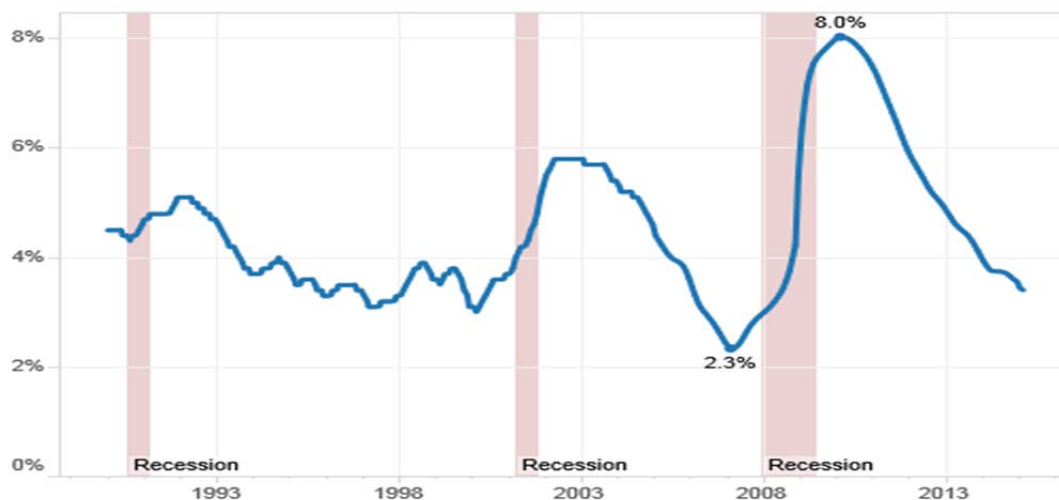
February 2015 Unemployment Rates – Utah DWS

State of Utah: 3.4%

Summit County: 3.0%

United States: 5.5%

Historical Unemployment Rate for the State of Utah



This translates to less qualified applicants overall and less potential among each pool of applicants to find the skill sets and work ethic the City needs to operate efficiently. **Lack of availability of qualified applicants** is especially problematic in Summit County, where the average pay is higher than elsewhere in Utah for almost every private-sector industry, and competition for blue collar work staff is extremely high.

Each position in Park City Municipal has a list of required qualifications which typically include education, years' experience, and specific skills or abilities. HR estimates that at minimum 2/3rds of applicants for city recruitments do not meet the required qualifications. In addition to written qualifications, the lack of critical skills such as work style, social skills and approach may continue to lessen the available qualified applicants due to concerns of how an individual may negatively impact the performance of a department and/or the City.

High pay competition in Park City is another impact. The number of people available to be part of the workforce and applicants are low for all employers in this area, which has and will continue to drive up base pay and benefits. In addition, many other businesses in Park City also recruit for high levels of customer service and professionalism, which are also highly desirable at the City. Benchmarking for City pay is conducted with other government entities only, and does not consider the higher level of pay offered in Park City's private sector. Some examples are listed in Exhibit B. The City's ability to be competitive within the Park City job market is affected by private sector positions and compensation levels.

Cost of living in Park City is very high. The City Council discussed the cost of living in Park City at the City Council Retreat in February of this year. This is a summary of the information reviewed:

Item	Source of Data	Family of Three	
		Monthly cost	Annual cost
Food/groceries	USDA Food Plans (mod cost for 2 adults & 1 child 4-5 Yrs)	\$ 790.80	\$ 9,489.60
medical (copays, prescriptions & insurance)	PCMC HR - average family costs	\$ 581.67	\$ 6,980.00
transportation (gas, insurance, car payment)	National Household Travel Survey	\$ 524.08	\$ 6,289.00
Childcare	Children's Defense Fund (state of america's children 2014)	\$ 750.00	\$ 9,000.00
Other household exp -- education, clothing, phone/wifi, utilities		\$ 133.12	\$ 1,597.44
Housing	see below	\$ 1,561.00	\$ 18,732.00
Total Living Costs			\$ 52,088.04

The cost of living budget, above, is very tight and doesn't include any room for items other than basic living expenses. Obviously, housing costs alone has a huge impact but the City Council is fully aware of that analysis.

Each year the cost of supporting a family is increasing. The average income, before taxes, for a Park City Municipal employee is currently \$53,414, which means that half of employees are below this number. The average of the non-exempt pay plan – which means the average income, before taxes, for Park City Municipal employees who are paid on an hourly basis (vs. salary) is \$43,784 per year. These hourly employees are our primary concern at this time,

Another big factor that may be limiting what was traditionally a tendency to see Park City recruitments draw large pools of candidates from out of state/nationally is the **changes to state retirement systems**, both in Utah and other states. While still one of the stronger states, Utah's change to a 2-tiered system, where new employees receive a lower retirement benefit, reduced the value of the benefit and combined with other state's changes that reduced portability/increased penalties for leaving early, candidates from other states may be less likely to abandon their current systems. However, the strength of the Utah system is still definitely an advantage over private sector positions.

Cost of commuting is also high. Driving from areas outside of the immediate Park City or Snyderville Basin area is an additional expense, and can range up to an additional \$300-400 per month, depending on home area. The working population of the City comes from all over the Wasatch Back, the Salt Lake Valley and farther. Here is a table illustrating areas/distance of travel for those employees with a costly commute. It also shows that if the City were limited to a smaller recruitment geography due to higher gas prices, which could easily be the case, it would cut into our ability to recruit significantly. Time to commute is also a "cost" that employees must look at when deciding to work or not in the Park City area. This can be a factor for most, since time away from home and

on the road during peak rush hour commute times can be stressful and difficult. Commute times on this chart can range from 30 minutes to over 60 in some cases.

AREA (sorted by general distance)	# of FTR	# seasonal & part time	Commute Time (minutes)
Heber/Midway/Charleston	60	41	30
Coalville/Hennefer	7	5	35
Kamas/Francis	17	19	25
Oakley/Wanship/Peoa	16	7	35
Salt Lake City	21	28	30
West Valley/Draper/Taylorsville/South & West Jordan	13	52	40
Orem/Provo	3	4	40
Mapleton/Spanish Fork	3	1	60
Murray/Sandy/Midvale	8	5	35-40
Ogden/Layton/Lehi/Kearns/Bountiful/Riverton	6	25	55+
Total	154	187	

Effects on the City

An easy way to illustrate all these effects on the City's ability to recruit is through the number of applicants to our recruitments. The table below illustrates the average number of applicants (both qualified and not qualified) that the City has received for *full time regular* recruitments over the last few years. In 2011 the City conducted only 10 recruitments, and due to the recession the applicant pool was fairly large, averaging 39.7 per recruitment. Over the next 2 years, throughout the recession, the average was similar, at 44.1 and 43.8. However as the economy has begun to recover we have seen an alarming reduction in applicants. Last year, the average was significantly decreased at only 18.6. Though little recruitment has been completed calendar year 2015 to date and so is not predictive of the year overall, average number of applicants has still been discouraging at 9.7.

YEAR	2011	2012	2013	2014	2015
# of recruitments	10	22	18	24	3
Average applicants per recruitment	39.7	44.1	43.8	18.6	9.7

Some areas of the City have experienced more stress in recruiting than others. In particular, the building inspection industry has been short staffed for most of the state of Utah. Our building department has had multiple inspector positions open for almost one year resulting in a backlog of work, hurried inspections, and complaints about

understaffing from the Park City Area Homebuilders Association. Construction can also be very challenging in Park City due to building on steep slopes, new technologies and overall size of the projects. Staff has tried multiple approaches to get the inspectors needed including

- using outside contractors,
- sending supervisors into the field to back up inspectors, and
- beginning a mentorship program to help contractors in the community become interested and certified in the profession.

We have examined and in some cases hired inspectors who are not qualified for the challenges our construction community presents. We have battled competition for inspectors amongst the jurisdictions along the Wasatch Front and Wasatch Back, and lost several inspectors to these and other factors.

The Transit department has also experienced issues with attracting the quality of staff they need for safety and maintaining levels of service. This has resulted in overtime, burnout of staff, and struggles to maintain regular service. Shuttle and bus driver positions are available from the resorts, multiple shuttle and van services, as well as the lodging community. Even the school district is in need of CDL drivers for their bus system and the school district and most of other entities offer higher wages offers bus drivers a compensation package that is better than the city for seasonal drivers. Many of these entities do, as well as sign-on bonuses of \$1,000 or more in many cases.

These are our biggest areas of need, but all departments are beginning to experience pressures to make our positions more attractive and beneficial due to the above factors. Some departments simply closed seasonal recruitments this winter and summer and “made do” with what work they could accomplish with a reduced staff, because they simply lacked the resources to keep their recruitment efforts going, and were seeing little if any response. Impacts are strongest felt on non-exempt level recruitments as small differences in pay have a great impact on lifestyle. Pressures of competition have resulted in increased pay; and increasing pay is done faster and more easily in the private sector than in government.

History of Park City’s Pay Philosophy Changes:

For over two decades the City embraced a “close to the top of the market” pay philosophy. Throughout the first decade of 2000 it became increasingly difficult for the City to recruit some positions, but there were no major problems. This was in large part due to challenging unemployment rates in Summit County. However, due to the economic downturn unemployment rates went up significantly all over the state and over the last five years recruiting had become much easier. In order to be financially

prudent, the overall pay philosophy was decreased from “close to the top of the market” to a goal of “above the average” of the market pay levels. This philosophy served our purposes at a time when unemployment was high and recruiting was easy for most City positions.

However, while a change in philosophy was appropriate for the time it was implemented, the City is now again in a position of needing to adjust to the current market. We experience great difficulty in attracting and retaining the high quality level employees we need to operate efficiently. While no pay system or philosophy is perfect or perfectly fair; how we are able to compete in the market has historically been a measure of whether our pay plan is successfully targeting the expertise and talent we require. Some of the changes to the pay plan philosophy are listed below.

For FY 2012, changes included:

- Pay philosophy changed to achieve pay at “above average” pay rates, reduced from a prior philosophy to pay “towards the top of the market”.
- Decrease the amount available for salary increases from 10% annually to 5% annually – remained capped at grade maximum
- New hire maximum – caps placed on salary offered to employees at the time of hire. New hire maximum could not exceed 65% of the grade range without prior approval from City Manager
- Rescind the 2% increase to grade ranges contemplated in FY 2012

FY 2013 changes included:

- Change the benchmark comparisons average from top 1-5 to top 2-6
- Redraw the pay grades to minimize positions jumping ahead of the market (grades became larger)

Changes made in both FY 2012 and FY 2013 resulted in a lower pay level for employees. Staff is recommending a dialogue of potential changes to the pay philosophy to meet current needs. As the City examines needed changes to policy each year, it is also an appropriate time to review pay plan guidelines, and examine our ability to remain competitive and consistent with the marketplace and its changes.

Current Policies and Practice:

To understand potential relief and increase our potential to attract and retain quality staff, it is important to understand the City’s currently operating pay system. It begins with a definition of the word “market”. Salary comparisons are done with *only* other cities, towns and counties in the state of Utah (also includes five resort towns in Colorado). The market is then government jobs only, which trend at being lower paying than the private sector, but generally offer a better benefits package – although even

with better benefits, the total compensation in government is generally lower than the private sector. Park City is no exception to this trend. Fast food restaurants at Redstone, for example, are now offering \$14 to 15 an hour to employees, which is a significant increase over their advertised rates of around \$12.50 last year at this time.

The City purchases participation in an organization called the Wasatch Compensation Group used by most cities and towns in the state of Utah and Colorado for pay decisions and comparisons. Within that database are sample positions referred to as “benchmarks”. From amongst these benchmarks, the City searches for ones similar to City positions. Common benchmarks include Police Officers, Building Inspectors, Finance positions, and most management positions. Once these benchmarks are selected, the City can obtain current pay and benefits data from each entity (cities, towns and counties) that also feel the benchmark is a match to their own positions. Here is an example:

Job # 9999 - BENCHMARK TITLE					
	Total Staff	Lowest paid	Highest paid	Benefits \$	Benefits %
Entity #1	2	\$46,363	\$53,726	\$12,824	27.89%
Entity #2	4	\$38,022	\$43,410	\$15,057	29.14%
Entity #3	4	\$35,286	\$44,547	\$16,665	25.36%
Entity #4	1	\$36,296	\$36,296	\$15,062	29.31%
Entity #5	1	\$37,464	\$37,464	\$14,838	24.17%
Entity #6	3	\$33,862	\$34,320	\$13,439	24.29%
Entity #7	1	\$29,959	\$29,959	\$15,023	34.73%
Entity #8	1	\$32,816	\$32,816	\$13,733	25.26%
Entity #9	1	\$28,648	\$29,341	\$16,737	24.94%
Entity #10	4	\$27,498	\$40,411	\$11,807	18.74%
Entity #11	3	\$27,730	\$28,243	\$11,947	24.29%

This sample benchmark is a modification of a real benchmark comparable. Publishing for public view actual examples is a violation of the City’s agreement with the Wasatch Compensation Group. The City currently uses pay information from 37 other entities which include Utah and selected ski towns in Colorado. From this information, the City can see how far from “market” our positions are, and determine if they warrant an increase in pay or not.

The next step in the pay plan process is to convert the salaries paid in other organizations to MIDPOINTS. So, using Entity #1 as an example, we look at the lowest and highest level of pay in that organization. The lowest paid person makes \$46,363

per year. Their highest paid employee earns \$53,726 per year. Neither number is used, rather the midpoint of the two. So like this:

$$\$53,726 - \$46,363 = \$7,363$$

$$\$7,363 / 2 = \$3,682$$

$$\$3,682 + 46,363 = \$50,045 = \text{MIDPOINT (or the middle point of the two – not the average)}$$

Once the midpoints in salaries are calculated, they are added to the value of benefits offered at each entity to achieve a “total cost” incurred if they filled the position. Benefits are calculated in two different ways. Health and dental insurance, for example, are a fixed cost each month, so they are a predictable dollar amount. Life insurance and disability, however, are calculated as a percentage of total pay. So, you must include each benefit type separately. You will see a “benefits \$” column and a “benefits %” column.

<u>Job # 9999 - BENCHMARK TITLE</u>										
	Total Staff	Lowest paid	Highest paid		MIDPOINT of lowest and highest pay	+	Benefits \$	+	Benefits %	= Total Cost to Entity
Entity #1	2	\$46,363	\$53,726		\$50,045	+	\$12,824	+	27.89%	= \$76,826
Entity #2	4	\$38,022	\$43,410		\$40,716	+	\$15,057	+	29.14%	= \$67,638
Entity #3	4	\$35,286	\$44,547		\$39,917	+	\$16,665	+	25.36%	= \$66,704
Entity #4	1	\$36,296	\$36,296		\$36,296	+	\$15,062	+	29.31%	= \$61,996
Entity #5	1	\$37,464	\$37,464		\$37,464	+	\$14,838	+	24.17%	= \$61,357
Entity #6	3	\$33,862	\$34,320		\$34,091	+	\$13,439	+	24.29%	= \$55,811
Entity #7	1	\$29,959	\$29,959		\$29,959	+	\$15,023	+	34.73%	= \$55,387
Entity #8	1	\$32,816	\$32,816		\$32,816	+	\$13,733	+	25.26%	= \$54,838
Entity #9	1	\$28,648	\$29,341		\$28,995	+	\$16,737	+	24.94%	= \$52,963
Entity #10	4	\$27,498	\$40,411		\$33,955	+	\$11,807	+	18.74%	= \$52,125
Entity #11	3	\$27,730	\$28,243		\$27,987	+	\$11,947	+	24.29%	= \$46,731

After a total cost to the entity is figured, the totals are put into order from highest to lowest. The City then averages the 2nd through 6th benchmarks. This average is then compared with the highest level of pay for each Park City position.

Average Top (2-6)										\$62,701
PARK CITY (using "top of grade" salary level)	\$35,000	+	\$18,420	+	25.02%	=				\$62,177
Difference										(\$524)
Difference % (a -5.00 or less results in an increase of 1 pay grade)										-0.84%

In the example above, the pay is **-0.84%** away from the average of 2-6. It would need a difference of -5.00% to qualify for a change in pay grade.

The "market" definition we are trying to achieve is something -5% away from the average of midpoints of the top 2-6 positions. This current philosophy gives our positions a place in the market typically over the average, but not near the top. This has begun to have a negative effect on our ability to recruit high quality employees, and thus maintain our City philosophy of a Gold Medal Performance organization. Staff recommends that we change our philosophy and do what is needed to attract high employees at all levels.

Also, to be fair, some positions including many higher level managers typically have only one incumbent in other cities. That effect on those positions is sometimes a higher pay result than positions which have multiple incumbents. This creates an inequity and a different pay philosophy for some positions which would also be resolved by a modification to our process.

FYI**Positions without benchmarks - Not all City positions have comparable benchmarks. Transit, for example, does not have sufficient comparable agencies that also do transit in our comparable network of Utah and Colorado ski towns. So, some positions are evaluated based on placement of benchmark-able jobs within the City, and decisions to move them or not are recommended to the City Manager for a final recommendation to City Council as part of the budget process. This happens every other year, on even years (ex. 2016, 2018, etc.)

Analysis:

Potential changes to philosophy:

There are many options that would increase our competitive ability within the Park City job market to attract applicants. Some of these options may include the following:

Modification #1: The existing practice is an attempt to pay Park City employees closer toward the top of the market by identifying the market differently. Currently we use MIDPOINTS. Staff recommends we use only the highest level of pay to compare with the City's top pay levels. If midpoints were eliminated, it would change the benchmarks with multiple incumbents. From the example above, it would now look like this:

Job # 9999 - BENCHMARK TITLE							
	Total Staff	Highest paid	+	Benefits \$	+	Benefits %	= Total Cost to Entity
Entity #1	2	\$53,726	+	\$12,824	+	27.89%	= \$81,534
Entity #3	4	\$44,547	+	\$16,665	+	25.36%	= \$72,509
Entity #2	4	\$43,410	+	\$15,057	+	29.14%	= \$71,117
Entity #4	1	\$36,296	+	\$15,062	+	29.31%	= \$61,996
Entity #5	1	\$37,464	+	\$14,838	+	24.17%	= \$61,357
Entity #10	4	\$40,411	+	\$11,807	+	18.74%	= \$59,791
Entity #6	3	\$34,320	+	\$13,439	+	24.29%	= \$56,095
Entity #7	1	\$29,959	+	\$15,023	+	34.73%	= \$55,387
Entity #8	1	\$32,816	+	\$13,733	+	25.26%	= \$54,838
Entity #9	1	\$29,341	+	\$16,737	+	24.94%	= \$53,396
Entity #11	3	\$28,243	+	\$11,947	+	24.29%	= \$47,050
Average Top (2-6)							\$65,354
PARK CITY		\$35,000	+	\$18,420	+	25.02%	= \$62,177
Difference							(\$3,177)
Difference % (a -5.00 or less results in an increase of 1 pay grade)							-4.86%

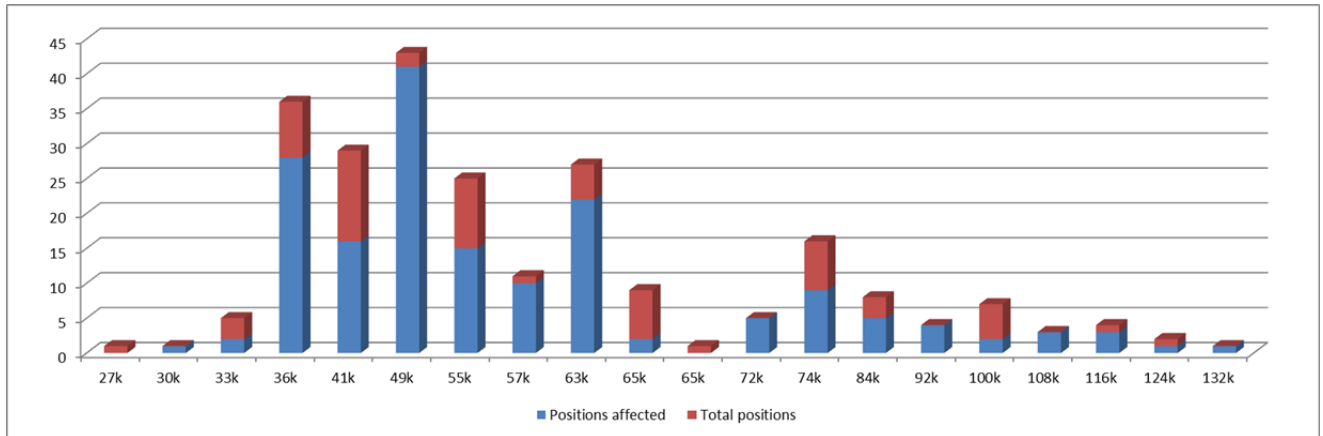
The effect of this change would be a result of **-4.86%**, which is still within market and would not suggest a change in grade is needed. However, it is closer to being classified as “out of market” and recommended for an increase in grade level, and more likely to move in the future.

There is no active pay plan process during this budget cycle. An introduction of new grades would have no impact on current positions until the pay process next year. The real effect cannot be determined until that has happened. However, if we had applied this rule to the pay plan process from last year, the results would have changed like this:

Additional positions who moved 1 grade: 52 positions

Average change to the Difference % (example in chart above): -1.97

Where the positions are located in the pay plan which are affected (blue ones):



Modification #2: Change the number and size of grades in the pay plan. In order to offset these changes and reduce the impact of moving a position above the market with a change in pay grade, staff also recommends we place additional grades in the pay plan. While this will make grade changes for positions considered “below market” smaller, it will also result in positions moving more often than they would have previously, which will impact retention and general acceptance of pay levels. See Exhibit C for the new recommended pay plan. Red grades are new. All grades have new numbers.

Modification #3: Change average used back to 2-6 to 1-5. This would move the City closer to the “top of the market” philosophy seen previous to the recession.

Modification #4: Not using benefit info in comparisons with other positions, instead using pay only. This would change the chart to look like this:

Job # 9999 - BENCHMARK TITLE					
	Total Staff	Lowest paid	Highest paid		MIDPOINT of lowest and highest pay
Entity #1	2	\$46,363	\$53,726		\$50,045
Entity #3	4	\$35,286	\$44,547		\$39,917
Entity #2	4	\$38,022	\$43,410		\$40,716
Entity #4	1	\$36,296	\$36,296		\$36,296
Entity #5	1	\$37,464	\$37,464		\$37,464
Entity #10	4	\$27,498	\$40,411		\$33,955
Entity #6	3	\$33,862	\$34,320		\$34,091
Entity #7	1	\$29,959	\$29,959		\$29,959
Entity #8	1	\$32,816	\$32,816		\$32,816
Entity #9	1	\$28,648	\$29,341		\$28,995
Entity #11	3	\$27,730	\$28,243		\$27,987
Average Top (2-6)					\$37,669
PARK CITY			\$35,000		\$35,000
Difference					(\$2,669)
Difference % (a -5.00 or less results in an increase of 1 pay gra					-7.09%

Park City health benefits, to which staff is recommending changes, are above average for other government entities, and would result in higher total compensation at almost every level. Exact amounts are difficult to determine. Benefits to this option include a pay level more comparable with rates seen at similar government entities. Another advantage is that many people who apply for hourly positions are usually looking at the hourly wage rather than total compensation. However, disregarding the cost of benefits may not control benefits costs and could result in a total compensation level higher than intended. Conversely, disregarding the benefits in benchmarking would be another way to acknowledge the high cost of living in Park City which is not otherwise factored in. Merit bonuses are similarly not factored in since they are discretionary and not predictable.

Modification #5: Establish a regular adjustment to pay consistent with Park City or Utah cost of living increases and inflation. Many cities use inflation as the determinant to adjust wages. This would keep our positions fixed in their ability to deliver a consistent lifestyle for employees. The exact costs of this are unknown, but would be realistic with the economy.

Pay practices, the job market and their effect on one another is a difficult thing to predict. However, we do not feel that the availability of applicants will improve. Many organizations and businesses in the County are struggling with the same issues, and may resort to increases in their own pay philosophies, which make the effects of

changes even harder to predict. However, staff feels that it is prudent at this time to adjust our philosophy, especially as it relates to employees at and below our salary average. There are a number of the above philosophies we can establish, as well as others that we have not presented here, such as using private sector pay data in our market comparisons. It is prudent, we feel, to make some changes and re-examine their effects each year.

So, here are some combinations of options that we feel may be the best direction for the City:

Modifications 1-2	Modifications 1-3	Modifications 1-5
1. Use top of pay, not midpoints	1. Use top of pay, not midpoints	1. Use top of pay, not midpoints
2. Additional grades	2. Additional grades	2. Additional grades
	3. Use 1-5 averages	3. Use 1-5 averages
		4. Not use benefit info in comparisons, just pay
		5. Routine inflationary increases

Staff recommends the City implement Options 1-3 into their pay philosophy at this time. Effects to employee pay would take place as part of the pay plan process next year, to be effective July 1, 2016. Once we have seen the effects of those changes it would be wise to evaluate their effects on our ability to attract and retain qualified personnel, and examine more options at that time if necessary. We hope to discuss this with the Council and hopefully work together towards the most prudent direction for the City in regards to employment.

Department Review:

Human Resources, Budget, Legal & Executive Departments

Alternatives:

A. Approve:

Changes 1-3 in table above implemented

B. Deny:

No effects on the current pay philosophy

C. Modify:

Up to 5 separate options, as well as other options not presented here may be considered (explore our own City minimum living wage, provide or subsidize day care, increase housing allowance in lower and/or prioritized positions, substantially invest in alternative transportation/commuting subsidies, expanded telecommuting program, increase vacation leave, independent analysis of current philosophy versus standard government step and grade, etc.)

D. Continue the Item:

Return with additional information or to discuss with Council

E. Do Nothing:

No effects to the current pay philosophy

Funding Source:

Any effects / changes would be part of next year's budget options presented to the City Council.

Consequences of not taking the recommended action:

Increasing pressures to attract quality staff. Effects of using under qualified staff may be seen in customer service, quality, and effectiveness of City programs.

Recommendation:

Staff recommends a change to our pay philosophy to increase wages due to economic and competitive pressures for staff with other organizations.

Park City Municipal Corporation

Classification & Pay Plan Manual

Effective July 1, 2012



Photo courtesy of Myles Rademan, Sustainability Department

PARK CITY

1881

PCMC Human Resources Department
445 Marsac Avenue
Park City, UT 84060

CLASSIFICATION & PAY PLAN ADMINISTRATION

Table of Contents:

CLASSIFICATION	2
Pay Grades.....	2
Position (Job) Descriptions	2
Administration	3
New Position.....	3
Reclassification of a Position	3
Professional Development Plan and Reclassification within a Family	4
Criteria for Eligibility	4
Professional Development Plan	4
Process	5
Budget Request	5
PAY PLAN	7
Total Compensation Survey	7
Establishment and Review of the Compensation Plan	7
Pay Plan Philosophy and Strategy.....	8
Philosophy	8
Strategy.....	8
Assignment of Pay Rates	9
Pay Rates for New Hires	9
Salary Increase and Lump Merits	10
Reclassification Due to Pay Plan Review and/or Market Salary Adjustment ..	10
Performance Lump Merit	11
Pay Raises when the Working Levels of Two Grades are Combined.....	11
Reclassification Due to Budget Request.....	11
Pay Raises and Lump Merits Below the Working Level.....	11
Pay Raises for Salaries Above the Working Level or Top of Range	11
Merit Increase Eligibility	11
Factors Not Affecting Eligibility for Merit Pay Increase	12

CLASSIFICATION

The position classification plan contains a list of grades and positions supported by written job descriptions detailing duties and responsibilities of each position and the qualifications necessary for appointment to a position. The classification system is not static and is not intended to fix positions permanently into grades. Instead, the system is periodically reviewed in order to adapt to changing conditions. The purpose of the classification plan is to:

- Provide a system of equal pay for equal work.
- Establish qualification standards and criteria for recruitment.
- Assist departments in determining various budget responsibilities and requirements including manpower planning and personnel costs.
- Provide a basis for developing standards of work performance.
- Establish lines of promotion.
- Provide uniform titles for positions and describe essential functions.
- Provide the City a means of analyzing work distribution, areas of responsibility, lines of authority, and other relationships among positions.

Pay Grades

A grade consists of a grouping of positions, which are similar in the basic character of knowledge, skills, and responsibilities, and hence should be considered of comparable worth to the City.

Position (Job) Descriptions

Employee job descriptions are prepared according to organizational need and duties and qualifications required for successful job performance. Job descriptions must include:

- | | |
|-------------------|----------------------------------|
| • Title | • Examples of typical job duties |
| • Position Number | • Knowledge, skills, & abilities |
| • Reporting line | • Education and/or experience |
| • FLSA Status | • Physical Demands |
| • Grade | • Work Environment |
| • Job Summary | |

Department Managers wishing to make changes to any job description must have those changes approved by the Human Resources Manager and City Manager. Approved job descriptions are located in the Human Resources

Department.

Some positions within the pay plan are considered part of a “family” of positions. Families consist of positions that are similar in nature, and vary in responsibility, requirements and duties. An example of a family in the pay plan would be the Planner Family: Planning Technician, Planner I, Planner II and Senior Planner. Please see HR for clarification or a complete list of job families.

Administration

The classification plan and corresponding pay ranges shall be established and maintained through recommendations of the City Manager to the City Council. Both the classification plan and the pay ranges shall be adopted every two years by resolution of the City Council at the time of the biannual City budget. The City Manager appointed Technical and Pay Plan Committees should be given the opportunity to review the proposed classification and pay plans prior to proposals going to the City Council for that final adoption. The Committees may be permitted to address the City Council and City Manager prior to adoption of the pay plan.

New Position

When a new position is requested to be budgeted and approved by the City Council, the Department Manager shall send the Human Resources Manager a request for classification of the position and along with the Human Resources Manager, shall prepare a description of the applicable duties and responsibilities. After analysis and evaluation of the job duties and responsibilities, the Compensation Plan Committees and Human Resources Manager shall submit the position recommendation with a recommended grade to the City Manager for final approval.

Reclassification of a Position

When duties and responsibilities of an existing position are so changed because of department reorganization, restructure or change in general duties of the job description that the position in effect may potentially become one of a different grade, a change in the classification may be warranted. A request for reclassification may be initiated by an employee, supervisor, department manager or the City Manager. All reclassifications must be approved by the City Manager and budgeted as a new position (See New Position above). If reclassification results in a budget increase or the creation of a new position not previously included in the adopted pay plan, City Council approval may be required.

Professional Development Plan and Reclassification within a Family

In an effort to facilitate career development opportunities for eligible employees, the City Manager may reclassify a position within a family outside of the budget process subject to the Professional Development Plan process outlined below. Professional development plans include either a position reclassification within a family or significant and substantive changes in job duties and responsibilities to a currently filled position.

Criteria for Eligibility

In order to be eligible for a Professional Development Reclassification, the following standards and requirements must be met:

- The department must have a demonstrated need stated in the Professional Development Plan.
- The employee must have a demonstrated history of exemplary performance.
- Upon completion of the development timeline described in Professional Development Plan below, the employee must be able to perform the duties outlined in the prospective job description. The development timeline must be specified in the Professional Development Plan.
- A clearly defined outline of goals and timelines must be included.
- An employee in an approved Development Plan including a new position may be compensated within the new grade and position classification temporarily, but cannot be paid at more than 66% of the difference between the current and new working level or top of the range of the new position until after the completion of the development program and the permanent reclassification is approved.
- Any approved reclassification must be temporarily offset until the end of the fiscal year by a corresponding reduction in the department's operating budget.
- The Professional Development Plan must be approved by the Legal Department, Human Resources and the City Manager prior to presentation to the employee.

Professional Development Plan

Each professional development plan must include:

- Professional development candidate
- Candidate's current position with job description
- Candidate's proposed position with job description
- Proposed development timeline
- Criteria for eligibility (See Criteria for Eligibility above)

The Professional Development Plan must also address and include:

- A. the skills, tasks, and duties (as defined by the prospective job description) that the employee will need to perform in order to be eligible for reclassification;
- B. the education or certifications necessary for eligibility;
- C. a specific development timeline by which development criteria must be achieved and/or completed
- D. a short- and long-term work plan detailing how the responsibilities of the vacated position will be absorbed by the department without a budget increase; and
- E. a clarification that once the development criteria and timeline are met and the manager determines to request the permanent reclass, the manager must either:
 - i. permanently offset the reclassification by reducing the department budget, or
 - ii. temporarily offset the reclassification (until the end of the fiscal year) and request that the reclassification be made permanent without a budget reduction during the budget process.

Process

To initiate the Professional Development Reclassification process, a manager must submit an approved Professional Development Plan with a Personnel Action Form (PAF) requesting any change in grade or pay.

Once the Professional Development Plan is approved by the City Manager, it will become a part of the employee's annual review until the end of the Development Timeline as described in Criteria for Eligibility above . At the end of this timeline and if all criteria has been met, the manager must submit a detailed evaluation of the employee's development along with a PAF requesting any change in pay or classification. If the employee has met all of the criteria described in this policy as outlined in the Agreement, the City Manager may approve the request for permanent reclassification.

If the employee has not met the necessary criteria or if the City Manager disapproves the request for reclassification, the employee must return to his/her original position. In the event that a request for reclassification is not approved, the employee must return to his/her prior original position and pay, and such return shall not be considered an adverse job action.

Budget Request

Any reclassification approved under this policy is subject to final approval during the budget process. A manager may submit a request to the budget department

for permanent reclassification. The City Manager may in his/her sole discretion include the reclassification as part of the recommended budget to City Council. In the event that a request for reclassification is approved by City Council, a manager must submit a second PAF to Human Resources requesting the promotion of the individual employee.

Notwithstanding successful completion of the Professional Development Plan, the City Manager may in his/her sole discretion decline to include the reclassification as part of the recommended budget, or the City Council may choose not to approve a reclassification. In the event that a request for reclassification is not approved, the employee must return to his/her prior original position and pay, and such return shall not be considered an adverse job action.

Should the Budget Department and City Manager establish a "Major" alert level due to economic factors, no new professional development plans may be initiated.

PAY PLAN

Park City Municipal Corporation operates within the guidelines of an established Pay Plan. The pay plan attempts to insure the uniform and equitable application of pay with due regard to the duties, responsibilities, most current available market data and requisite qualifications of each position classification. This policy differs from many corporate Pay Plans that traditionally reward longevity (seniority) without regard for performance. The City believes rewarding performance is an equitable way of compensating employees for their contributions to the organization. All pay plan recommendations and individual employee salary increases or lump merit eligibility are subject to budget constraints and/or revenue availability and may be altered or rescinded by the City Manager at any time.

Total Compensation Survey

The Human Resources Manager will conduct and/or subscribe to employee, City Council, and Mayor salary surveys for the purpose of determining prevailing pay rates of other organizations such as comparable municipalities and other government entities within the state of Utah and ski resort areas. Vail, Aspen, Breckenridge and Steamboat Springs, Colorado, are included in the list of comparison cities where possible.

Compensation surveys are not conducted on all positions within the City, but rather on a select number of positions known as benchmarks. A benchmark shall typically be a position that allows a comparison of the top 1-7 positions, less 1 and 7. Every attempt is made to select benchmarks that represent each of the different positions and grades within the Pay Plan. Periodic review of job content and job descriptions will also assist in maintaining internal equity among jobs in the City. Job description changes shall be submitted to the Human Resources Department for approval by the Human Resources Manager and City Manager. (Compensation surveys will include an analysis of the total benefits package including insurance, retirement contribution, etc., so that the survey is more reflective of total compensation.)

The survey shall be used as an external comparison to adjust the working level.

Establishment and Review of the Compensation Plan

In preparation for the two-year budget cycle, the Human Resources Manager in conjunction with the Compensation Plan Committees shall prepare a compensation plan for review by the City Manager. The Human Resources Manager will provide compensation and salary survey data to the Pay Plan Technical Committee as soon as information is prepared and available. Should the Compensation Plan Committees disagree with the City Manager's final recommendation to the City Council the Committee will be permitted to address the City Council and City Manager with their recommendation.

The Human Resources Manager, in conjunction with the Compensation Plan Committees will discuss with and explain their recommendation to managers and employees.

Pay Plan Philosophy and Strategy

Philosophy

The philosophy of the pay plan is based upon four key elements: The market, available City Resources, equal pay for equal work, and structured performance evaluation. The City uses the following guiding principles when making pay decisions.

- The City determines its pay plan using market data where possible.
- The City will not price its pay plan beyond its ability to pay and will take into account budget constraints and revenue availability.
- The City may implement cost containment related to salary increases in an effort to remain fiscally responsible. Merit increases to pay are limited to 5% per 12-month period.
- The City strives to provide equal pay for equal work. Equality of work includes equal skill, equal effort, equal responsibility, and similar working conditions.
- The City also seeks to reward exemplary performance as reflected in an employee's written performance evaluation.

Strategy

The intent of the pay plan is to reward exemplary performance without causing a permanent imbalance or disparity between the base salaries of employees. The pay plan is structured so that each position has an established pay range. The low end of the pay range represents the minimum an employee performing a particular job is paid. The "Working Level" is equivalent to 80% of the total pay range and represents what an employee performing at full competency level for that position is paid. The highest pay level of a range is the "Top of Range" and represents what an employee who has consistently demonstrated excellence for their position is paid.

The working level is the maximum base salary paid to an employee performing at full competency in a particular position. Once at the working level salary, an employee whose performance consistently demonstrates excellence in job duties and standards and exceeds expectations in all other review sections for at least

two consecutive review periods may move toward the Top of the Range, up to 5% per twelve-month period. Employees whose performance exceeds expectations also continue to be eligible for a performance review lump merit, but these annual awards are in the form of a lump sum (based on performance reviews) rather than as additions to the base salary. Lump merits are defined as an award based on a percentage of the employee's annual salary if an employee is determined to be exceeding expectations during the review process (See Salary Increase and Lump Merits for further clarification). The Working Level will be adjusted periodically based on internal and external comparison using information gathered in the total compensation survey and according to accepted personnel practices (See Total Compensation Survey section in this manual for details). The statistical information will be shared with the Compensation Plan Committees for their evaluation. All Working Level and Top of Range adjustments and lump merits are limited by budget considerations.

The strategy of the pay plan is to raise an employee's salary to the Working Level once an employee's performance is at full competency level.

If a Full-Time Regular employee fails to reach Working Level within three years, the Manager should delineate a specific work plan to achieve full competency as part of the evaluation process.

The pay plan provides for employees in the same position who are performing at the full competency level of their jobs to receive the same pay rate. Before reaching the Working Level, supervisors and managers should use their discretion in recognizing the above average performance of employees by moving them to the Working Level more quickly and/or a lump merit if performance exceeds expectations.

Assignment of Pay Rates

All employees shall be paid in accordance with the approved pay plan. All employees must be paid at least at the minimum of the salary range for their position classification. Should the minimum of the salary range be increased, all employees falling below the minimum will be brought to the new minimum, effective no later than the same date that the new minimum became effective. Any recommended changes in pay level must be effective the first day of an approved City pay period.

Pay Rates for New Hires

All newly hired full-time regular employees are paid no more than the new hire maximum determined as 65% of the pay grade range unless an exception is authorized by the City Manager. The City Manager may grant exceptions and allow appointments above the new hire maximum for such factors as a high level of experience and training or because the demands of the employment market affecting the position being recruited require a higher than new hire maximum

pay rate.

Salary Increase and Lump Merits

Any recommended changes in pay level must be effective the first day of an approved City pay period.

As part of the City budget process, the City Council will decide on the amount of funds appropriate for employee pay. Full-time regular employees may be eligible for an exceed expectations lump merit of up to 7% annually subject to performance, budget constraints and revenue availability.

Each employee who achieves all the goals identified for his/her position in the previous performance review will be eligible to receive a percentage of salary increase up to 5% per twelve-month period until such time they reach working level. In addition, an employee exceeding his/her performance goals may receive a lump merit up to the annual percentage while an employee who has been performing at or below competency levels may receive no lump merit. Employees who consistently demonstrate excellence in job duties and standards and exceed expectations in all other areas of their performance evaluations for two consecutive years may be eligible for pay increases beyond working level to the grade maximum, up to 5% per twelve-month period.

Proposed pay raises and lump merits shall be recommended by the Department Manager and approved by the City Manager or, in the case of part-time non-benefited employees, the Human Resources Manager as the City Manager's designee.

No time spent on leave-without-pay will count toward lump merit eligibility. Time considered as leave without pay includes Short Term Disability , Long-Term Disability, unpaid Worker's Compensation Leave , , Family Medical Leave , Unpaid Leave, and mandatory unpaid leave due to disciplinary actions.

Reclassification Due to Pay Plan Review and/or Market Salary Adjustment

Council may approve an adjustment to working levels. All employees meeting expectations at working level with no performance issues raised in the most recent evaluation will be eligible for an increase up to 5% per twelve-month period up to working level concurrent with the annual performance review process effective January 1 of each year.

Any recommended changes in pay must be effective the first day of an approved City pay period. An employee not at working level whose current classification is moved to a higher pay grade will move into the new grade at their current wage or the minimum wage of the grade, whichever is greater.

Performance Lump Merit

An employee whose performance exceeds expectations may be eligible to receive a performance lump merit (lump sum). The amount of the performance lump merit will not result in a permanent increase to salary for that position. The City will, however, make retirement contributions on performance lump merits (lump sum) consistent with contributions on base pay.

Pay Raises when the Working Levels of Two Grades are Combined

When two grades are combined by the approval of the City Council, an employee at the working level within the lower grade will have their working level adjusted up to 5% per twelve-month period if performing at full competency and having no active disciplinary action completed or under process, nor performance issues were raised in the most recent evaluation. The adjustment will become effective concurrent with the annual performance review process effective January 1 of each year.

Reclassification Due to Budget Request

An employee not at working level, whose current classification is moved to a higher pay grade, will move into the new grade at their current wage or the minimum wage of the new grade, whichever is greater.

An employee at working level, whose current classification is moved to a higher grade, and with no performance issues raised in the most recent evaluation, will be eligible for an increase of up to 5% per twelve-month period concurrent with the annual performance review process effective January 1 of each year.

Pay Raises and Lump Merits Below the Working Level

An employee whose current salary is below the working level of his/her salary range may receive a salary or wage increase up to 5% per twelve-month period (addition to base salary). The employee may also be eligible for a lump merit if exceeding expectations.

Pay Raises for Salaries Above the Working Level or Top of Range

If an employee's salary is above the working level or Top of Range rate for his/her position classification because the position was redlined due to employee transfer, etc. regardless of the reason, any increase will be calculated and treated as though the employee was at the working level salary or Top of Range, whichever is applicable.

Merit Increase Eligibility

Full-time regular employees shall be eligible for a merit increase of up to 5% per

twelve-month period at the conclusion of each performance review process until reaching working level.

If the employee is on leave-without-pay status for over 30 days, no time spent in leave-without-pay over 30 calendar days will count toward merit increase eligibility. The new effective service date will be extended on a day-to-day basis with time taken for leave-without-pay calculated. Time considered as leave without pay may include Short-Term Disability, Long-Term Disability, Family Medical Leave, Unpaid Leave, and mandatory unpaid leave due to disciplinary actions.

Mayor and Council compensation will be addressed during the annual budget process.

Factors Not Affecting Eligibility for Merit Pay Increase

Factors that will not affect eligibility for a merit pay increase are a department transfer within the same pay class or range or leave-without-pay for 30 or fewer calendar days.

Please refer to the Section Four (4) Employee Pay and Work Practices of the Employee Policies & Procedures for policy details.



Total Per Capita Personal Income in Utah, by County 2010 - 2013

	2010	2011	2012	2013	Percentage Change		
					2010-2011	2011-2012	2012-2013
State Total	\$32,472	\$34,173	\$35,430	36,640	5.2	3.7	2.1
Beaver, UT	27,366	29,825	30,130	33,497	9.0	1.0	9.8
Box Elder, UT	28,768	30,325	31,481	32,461	5.4	3.8	2.6
Cache, UT	27,276	28,829	29,243	31,149	5.7	1.4	2.6
Carbon	31,675	33,084	33,375	33,999	4.4	0.9	1.2
Daggett	30,176	31,842	35,424	38,510	5.5	11.2	-1.6
Davis	33,762	35,727	37,124	38,372	5.8	3.9	1.8
Duchesne	34,471	38,284	41,832	42,170	11.1	9.3	-2.1
Emery	27,904	32,751	27,065	27,995	17.4	-17.4	2.5
Garfield	27,593	29,044	29,621	31,307	5.3	2.0	3.9
Grand	32,503	36,211	37,701	40,545	11.4	4.1	3.1
Iron	23,249	24,682	25,273	26,699	6.2	2.4	3.1
Juab	23,903	25,187	25,732	26,633	5.4	2.2	2.5
Kane	31,533	33,168	34,534	36,134	5.2	4.1	2.7
Millard	28,048	30,439	30,857	33,496	8.5	1.4	8.1
Morgan	32,241	36,124	37,474	38,422	12.0	3.7	1.2
Piute	24,647	26,355	26,312	27,394	6.9	-0.2	6.7
Rich	31,688	32,801	34,854	38,030	3.5	6.3	9.1
Salt Lake	37,744	39,475	41,038	42,189	4.6	4.0	2.0
San Juan	21,973	22,644	22,818	24,128	3.1	0.8	5.1
Sanpete	21,618	22,464	23,346	24,738	3.9	3.9	2.9
Sevier	25,971	27,063	28,044	29,604	4.2	3.6	2.5
Summit	68,598	74,392	77,468	82,558	8.4	4.1	1.5
Tooele	27,084	28,429	29,505	30,135	5.0	3.8	1.8
Uintah	29,777	32,209	33,170	32,728	8.2	3.0	-1.6
Utah	25,141	26,495	27,624	28,946	5.4	4.3	2.8
Wasatch	27,247	29,473	29,946	30,519	8.2	1.6	0.2
Washington	26,933	27,920	28,597	29,928	3.7	2.4	2.3
Wayne	26,623	28,552	28,159	30,151	7.2	-1.4	6.9
Weber	32,513	34,107	35,355	35,844	4.9	3.7	2.2
United States	40,163	42,298	43,735	44,765	5.3	3.4	1.3

Sources: U.S. Bureau of Economic Analysis, "CA1-3 Personal income summary", (accessed March 27, 2015).

[CA1-3 Personal Income Summary](#)

Prepared by the Utah Department of Workforce Services, Workforce Research and Analysis Division

p=preliminary r=revised

Park City Municipal Corporation
Exempt Pay Plan DRAFT
Fiscal Year 2015
July 1, 2015 – June 30, 2016

	Grade Min	New Hire Max	Working Level	Top of Range
Grade 3	\$30,400.46	\$39,874.92	\$42,132.84	\$45,158.46
11648 Information Technology Coordinator I				
Grade 3.5	\$32,429.04	\$42,535.47	\$44,944.05	\$48,171.54
Grade 4	\$34,457.62	\$45,196.02	\$47,755.25	\$51,184.62
15470 Librarian				
11650 Information Technology Coordinator II				
13210 Associate Planner				
11210 Attorney I				
Grade 4.5	\$36,560.88	\$47,954.74	\$50,670.19	\$54,308.88
Grade 5	\$38,664.14	\$50,713.46	\$53,585.12	\$57,433.14
11220 Attorney II				
15480 Senior Librarian				
11652 Information Technology Coordinator III				
13220 Planner I				
15782 Recreation Supervisor				
12220 Dispatch Coordinator				
12000 Environmental Project Manager				
Grade 5.5	\$41,478.62	\$54,429.11	\$57,511.16	\$61,641.12
Grade 6	\$44,293.10	\$58,097.07	\$61,386.83	\$65,795.10
13024 Building Inspector Supervisor				
12070 Trails & Open Space Program Manager				
14556 Conservation & Technology Coordinator				
13222 Planner II				
13050 Plan Check Coordinator				
12010 Housing Specialist				
11230 Attorney III				
14556 Business Resource Supervisor				
Grade 6.5	\$47,150.83	\$61,845.17	\$65,347.16	\$70,039.83
Grade 7	\$50,008.56	\$65,593.27	\$69,307.49	\$74,284.56
12072 Senior Project Manager				
14280 Transit Administration Supervisor				
11890 Building Maintenance Supervisor				

13224	Senior Planner
11680	Systems Administrator
11580	Accounting Manager
13590	Ice Rink General Manager
11660	GIS Administrator
15590	Parks & Golf Supervisor
12040	Environmental Regulatory Program Manager
NEW	Public Improvements Engineer
15690	Golf Manager
13078	Deputy Chief Building Official
13074	Deputy Fire Marshall
14140	Parking & Fleet Administration Supervisor
12078	Economic Development Program Manager

	Grade Min	New Hire Max	Working Level	Top of Range
Grade 7.5A	\$52,250.20	\$68,533.35	\$72,414.06	\$77,614.21
Grade 7.5B	\$54,491.83	\$71,473.42	\$75,520.61	\$80,943.85
Grade 8	\$56,801.40	\$74,502.60	\$78,721.32	\$84,374.40
14272	Senior Transportation Planner			
11972	Budget Operations Manager			
14490	Streets & Streetscapes Supervisor			
11670	Network Engineer			
15790	Recreation Manager			
11240	Attorney IV			
11974	Capital Budget, Debt & Grants Manager			
14540	Water Distribution Manager			
Grade 8.5	\$59,618.45	\$78,197.55	\$82,625.50	\$88,558.95
Grade 9	\$62,435.50	\$81,892.51	\$86,529.69	\$92,743.50
11250	Attorney V			
12170	Police Lieutenant			
14560	Water Engineer			
Grade 9.5	\$65,102.17	\$85,390.22	\$90,225.46	\$96,704.67

	Grade Min	New Hire Max	Working Level	Top of Range
Grade 10	\$67,768.84	\$88,887.94	\$93,921.23	\$100,665.84
12080	Economic Development Manager			
12180	Police Captain			
15490	Library Director			
13290	Planning Director			
13080	Chief Building Official			
14580	Water Quality & Treatment Manager			
13390	Public & Community Affairs Manager			
Grade 10.5	\$70,319.13	\$92,233.44	\$97,456.17	\$104,454.63
Grade 11	\$72,869.42	\$95,578.94	\$100,991.11	\$108,243.42
11690	Information Technical & Customer Services Director			
14190	Public Works Director			
11390	Human Resources Manager			
Grade 11.5	\$75,727.15	\$99,327.04	\$104,951.44	\$112,488.15
Grade 12	\$78,584.88	\$103,075.13	\$108,911.78	\$116,732.88
11180	Assistant City Manager			
13490	City Engineer			
11590	Finance Manager			
14590	Water & Streets Director			
Grade 12.5	\$81,102.20	\$106,376.95	\$112,400.56	\$120,472.20
Grade 13	\$83,619.52	\$109,678.77	\$115,889.35	\$124,211.52
14292	Transit and Transportation Manager			
11280	Deputy City Attorney			
Grade 13.5	\$86,280.76	\$113,169.04	\$119,577.25	\$128,164.26
Grade 14	\$88,942.00	\$116,659.00	\$123,265.00	\$132,117.00
12190	Chief of Police			

Park City Municipal Corporation
Appointed Pay Plan DRAFT
Fiscal Year 2015
July 1, 2014 – June 30, 2015

	Grade Min	New Hire Max	Working Level	Top of Range
Grade 1	\$93,541.50	\$122,692.41	\$129,639.88	\$138,949.50
City Attorney				Executive
Grade 2	\$99,567.00	\$130,595.70	\$137,990.70	\$147,900.00
City Manager				Executive

Park City Municipal Corporation
Non-Exempt Pay Plan DRAFT
Fiscal Year 2015
July 1, 2014 – June 30, 2015

	Grade Min	New Hire Max	Working Level	Top of Range
Grade 2	\$7.46	\$9.50	\$10.04	\$10.76
18810	General Office Clerk			
15510	Parks I			
Grade 3	\$8.00	\$10.49	\$11.09	\$11.88
11820	Building I			
14410	Streets I			
11510	Accounting Clerk			
Grade 4	\$8.90	\$11.67	\$12.33	\$13.22
15412	Library Clerk			
11822	Building II			
11512	Accounting Clerk II			
17720	Office Assistant I			
15760	Recreation Front Desk Clerk			
Grade 5	\$9.82	\$12.88	\$13.61	\$14.59
14210	Bus Driver I			
17722	Office Assistant II			
14412	Streets II			
Grade 6	\$10.72	\$14.07	\$14.86	\$15.93
15512	Parks II			
14212	Bus Driver II			
15414	Library Assistant			
14114	Parking Officer			
17724	Office Assistant III			
Grade 7	\$11.75	\$15.41	\$16.28	\$17.45
12204	Police Records Clerk			
15514	Parks III			
13002	Permit Technician			
14214	Bus Driver III			
14414	Streets III			
15422	Circulation Team Leader			
11826	Ice Building Maintenance			
11310	HR Assistant			
14522	Water Worker II			
12210	Dispatcher I			
11824	Building III			

17730 Analyst I
 13538 Ice Front Desk Team Leader
 15763 Recreation Front Desk Team Leader

		Grade Min	New Hire Max	Working Level	Top of Range
Grade 7.5		\$12.59	\$16.50	\$17.44	\$18.69
Grade 8		\$13.42	\$17.60	\$18.60	\$19.93
11630	City Records Coordinator				
15516	Parks IV				
11826	Building IV				
13528	Arena Operations Assistant				
14650	Mechanic I				
11514	Accounting Clerk III				
13060	Planning Technician				
12212	Dispatcher II				
11540	Business License Specialist				
12130	Victim Advocate				
17732	Analyst II				
15766	PC MARC Coordinator				
14216	Bus Driver IV				
13320	Community Affairs Associate				
Grade 8.5		\$14.65	\$19.21	\$20.30	\$21.76
Grade 9		\$15.87	\$20.82	\$22.00	\$23.58
12206	Police Records Coordinator				
12140	Police Officer				
14118	Parking Supervisor				
13010	Code Enforcement Officer				
14524	Water Worker III				
14416	Streets IV				
15430	Cataloguing Librarian				
15780	Golf or Recreation Coordinator				
12214	Dispatcher III				
11530	Payroll Coordinator				
13550	Ice Program Coordinator				
11202	Paralegal				
17734	Analyst III				
14652	Mechanic II				
11750	Events Coordinator				
15770	Business & Marketing Coordinator				
17732	Water Billing Coordinator				
Grade 9.5		\$16.89	\$22.15	\$23.41	\$25.09

		Grade Min	New Hire Max	Working Level	Top of Range
Grade 10		\$17.91	\$23.49	\$24.82	\$26.60
14250	Transit Shift Supervisor				
13018	Business License Inspector				
13020	Building Inspector				
12000	Environmental Project Manager				
14526	Water Worker IV				
13012	Senior Code Enforcement Officer				
14120	Public Works Inspector				
11520	Accountant				
11960	Budget Analyst				
11110	City Recorder				
17736	Analyst IV				
11350	HR Generalist				
11112	Senior Recorder				
17762	Executive Assistant				
Grade 10.5		\$19.16	\$25.12	\$26.54	\$28.45
Grade 11		\$20.40	\$26.76	\$28.27	\$30.30
14262	Transit Operations Team Leader				
13022	Senior Building Inspector				
14680	Fleet Operations Team Leader				
14534	Water Distribution Field Supervisor				
12142	Senior Police Officer				
Grade 12		\$21.36	\$28.02	\$29.61	\$31.73
14538	Treatment Facilities Superintendent				
Grade 10.5		\$22.35	\$29.46	\$31.12	\$33.36
Grade 13		\$23.34	\$30.89	\$32.64	\$34.99
12160	Police Sergeant				



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

Staff is introducing Laura Lesar and her PhD doctoral research "Customized Sustainability Innovations for the Park City Tourism Industry."

Respectfully:

Matthew Abbott, Enviromental Program Manager



City Council Staff Report

Subject: Sustainable Tourism: Laura Lesar
Author: Matt Abbott & Jonathan Weidenhamer
Department: Sustainability
Date: May 7, 2015
Type of Item: Informational

Summary Recommendations:

This is an informational report to introduce Laura Lesar. Laura is pursuing her PhD doctoral thesis "Customized Sustainability Innovations for the Park City Tourism Industry." City staff's is supporting Laura win data, access, and internal interviews.

Executive Summary:

Staff is introducing Laura Lesar and her PhD doctoral research "Customized Sustainability Innovations for the Park City Tourism Industry."

Acronyms:

LOHAS Lifestyle of Health and Sustainability

Background:

On Friday, April 24, 2015 staff met with Laura Lesar for an initial interview regarding her PhD doctoral thesis "Customized Sustainability Innovations for the Park City Tourism Industry." This is a multi-month research project that aims to generate new insights into the optimization of sustainability tools that Park City tourism businesses can use to progress sustainability. It aims to understand (1) what types of sustainability tools Park City tourism businesses use (e.g. [Energy Star](#), [U.S. Green Building Council LEED](#), [Sustainable Slopes](#), etc.), (2) why these tools are used, and (3) how to optimize the design of innovative sustainability tools such that they possess key ingredients for their efficacy, meet businesses' needs, and provide benefits to businesses using them. The research results will be used to inform the design of customized sustainability innovations for Park City tourism businesses.

Laura will be making a 15-minute presentation during regular session today, May 7, 2015, discussing:

- Research background
- Research purpose & objectives
- Methods
- Implications for Park City
- Questions & answers

Analysis:

Big Picture

The timing and the scope of this project dovetails nicely with the Office of Sustainability's existing work plan. Beyond a persistent and ongoing desire to better

serve our business community, staff has been in talks with [Dr. Kelly Bricker \(https://faculty.utah.edu/u0586541-KELLY S. BRICKER, PhD/biography/index.html\)](https://faculty.utah.edu/u0586541-KELLY_S_BRICKER_PhD/biography/index.html), Interim Chair for the University of Utah's Department of Parks, Recreation, & Tourism Department. Dr. Bricker is a part of the [Global Sustainable Tourism Council \(http://www.gstcouncil.org/\)](http://www.gstcouncil.org/) and has been looking to better link her work with activities in Park City. Staff has been in the process of lining up internal and external resources for a City-led stakeholder group and certification assessment in 2016-2017. Laura Lesar's work will advance staff's goals with the added advantages of an objective, third party approach that requires fewer near-term resources. Staff is looking forward to the opportunity to work with Laura.

Office of Sustainability: Impacts & Anticipated Outcomes

Laura Lesar's work will have no budget impact to Sustainability and the research, while collaborative, will not have a discernible impact on staff time or priorities. Laura's work is a function of completing her PhD dissertation and is not acting as a consultant to, or for, the City.

It is staff's opinion that Laura's work will be highly valuable as it relates to long-term sustainability goals. Third party engagement of the resorts, lodging, and tourist economy will likely result in increased communication and collaboration across these industries as it relates to best practices and relevant certifications. These efforts are anticipated to reduce costs, improve marketing to Millennials and the LOHAS market, and decrease the environmental impact of our economy. Staff sees non-regulatory collaboration as instrumental to a multi-pronged approach towards long-term sustainability. This is a timely and valuable first step in sustainable business engagement.

Laura Lesar

Laura Lesar grew up in Park City and is a PhD Candidate in the Department of Tourism, Sport, and Hotel Management at Griffith University. Laura's LinkedIn profile can be found [here \(https://au.linkedin.com/pub/laura-lesar/21/796/232\)](https://au.linkedin.com/pub/laura-lesar/21/796/232) and her bio, resume, and research summary can be found [here \(https://www.dropbox.com/sh/d4nru619iq2rmwe/AAB6vgFayUz9cNs9o6v5p67Da?dl=0\)](https://www.dropbox.com/sh/d4nru619iq2rmwe/AAB6vgFayUz9cNs9o6v5p67Da?dl=0).

Department Review:

Sustainability, Legal, and the Executive Office has reviewed this Staff Report.

Alternatives:

N/A

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Balance between tourism and local quality of life + Internationally recognized & respected brand + Unique and diverse businesses	+ Reduced municipal, business and community carbon footprints + Effective water conservation program + Enhanced conservation efforts for new and rehabilitated buildings	+ Jobs paying a living wage + Skilled, educated workforce - Primarily locally owned businesses	+ Fiscally and legally sound + Engaged and informed citizenry
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Very Positive 	Very Positive 	Positive 	Very Positive 
Comments: Staff recognizes this as an important first step for sustainable tourism/business engagement. It is a zero cost resource that achieves sustainability goals.				

Funding Source:

This work does not represent a cost to the City.

Consequences of not taking the recommended action:

Delay of sustainable tourism/business engagement.

Recommendation:

This is an informational report to introduce Laura Lesar. Laura is pursuing her PhD doctoral thesis "Customized Sustainability Innovations for the Park City Tourism Industry." City staff's is supporting Laura with data, access, and internal interviews.

An aerial photograph of a ski resort at night. The mountain slopes are covered in snow and are brightly lit with warm, yellow-orange lights, creating a glowing effect. Below the slopes, a town or village is visible, with its lights reflecting on the snow-covered ground. The overall scene is a vibrant and scenic representation of a winter sports destination.

The Diffusion Of Sustainable Tourism Innovations In A Ski Resort Destination: A Framework For Quality Control Tool Customization

**Laura Lesar
PhD Candidate**

**Department of Tourism, Sport, and Hotel Management
Griffith University, Gold Coast, Australia**

Introduction: Laura Lesar

Accredited Sustainable Tourism Professional

- Accredited sustainable tourism consultant: Sustainable Travel International
- Corporate Sustainability Manager (CSM)

International Sustainable, eco-, and nature-based tourism research:

- Central America
- South East Asia
- South America
- Hawaiian Islands

International Sustainable Tourism Initiatives

- Chile's National Ecotourism Initiative: Sendero de Chile
- Eco-certification Guidance Manuals (Sustainable Travel International)
- Co-Facilitator: "Sustainability Workshops for Hawaii's Business Leaders"
- Lead Facilitator: "Sustainable Tourism Quality Control Tools: A Roadmap for Selection"

Education

- PhD Candidate: Department of Tourism, Sport, Hotel Management: Griffith University
- Masters of Science in Travel Industry Management: University of Hawaii, Manoa
- Bachelor of Arts Environmental Studies: UC Santa Cruz
- Park City High School (2005)

Research Emphasis and Specialization

- Sustainable Tourism Quality Control Tools: Design and Optimization
 - *The State of the Art in Sustainable Tourism Certification Programs (MSc)*
- Sustainable Tourism and Ecotourism Development
 - *Ecotourism in Mamirua Sustainable Development Reserve, Amazonas Brazil (Honors Thesis, BA)*

Presentation Outline

I. RESEARCH SUMMARY

II. RESEARCH BACKGROUND

- ✧ Key Concepts: Sustainable Tourism, Quality Control Tools

III. RESEARCH OVERVIEW

- ✧ Research Purpose
- ✧ Research Objectives
- ✧ Research Design

IV. Concluding Remarks

- ✧ Research Contributions and Implications for Park City
- ✧ Q&A

I. RESEARCH SUMMARY



- This research focuses on **sustainable tourism quality control tools** (tools that businesses use to progress sustainability)
- This doctoral thesis aims to generate new insights into the **optimization of tools** that Park City tourism businesses can use to address sustainability.
- The findings of this research will be used to develop **customized sustainability innovations** for Park City tourism businesses.

An aerial photograph of a large, rugged mountain range covered in snow. The mountain peaks are jagged and partially covered in snow, with some rocky outcrops visible. The slopes are steep and show signs of erosion or glacial movement. At the base of the mountains, a large town or city is visible, with numerous buildings and roads. The foreground shows a mix of snow-covered fields and patches of bare ground. The sky is clear and blue.

II. RESEARCH BACKGROUND

Key Concepts

Sustainable Tourism

- Minimisation of adverse tourism-related costs to maintain the integrity of natural, socio-cultural and economic environments (triple bottom line [TBL])
- Continuous process: demands adaptation due to dynamism of tourism system



Quality in Sustainable Tourism

- Tourism that engages in practices to reduce impacts on TBL environments induced by operations

II. Research Background

Sustainable Tourism Quality Control Tools

- Voluntary tools
- Designed for use by businesses to progress sustainability
- Guide and/or promote sustainability practices for which regulation or regulatory control is non-existent



Significance of Sustainable Tourism Quality Control Tools



- Facilitate practical application of sustainable tourism tenets
- Promote quality in sustainable tourism
- Provide guiding framework for sustainability progress
- Collective means to progress sustainability in destinations
- Essential ingredient to sustainable destination initiatives as per global criteria
- Enable businesses and destinations to maintain integrity of tourism product(s) attracting visitation

II. Research Background

Quality Control Tools: The Global Landscape

- Low adoption of quality control tools with high conceptualized effectiveness and credibility
- Yet businesses are engaging in an informal array of quality control tools
- Ironically, these tools are “packaged” within these highly “effective” tools

Implications

- Businesses value quality control tools
- Yet a balance of adoption and effectiveness has yet to be determined
- Innovative approaches to quality control tools design and optimization are important
 - These tools progress sustainability at business and destination levels



II. RESEARCH OVERVIEW



RESEARCH PURPOSE

My doctoral thesis aims to generate new insights into the optimization of quality control tools that Park City tourism businesses can use to progress sustainability.

Research Purpose

1. Identify the array of quality control tools Park City tourism businesses use to progress sustainability
2. Understand “why” these tools are used
3. Optimize the design of innovative sustainability tools for Park City tourism businesses such that they are designed:
 - (a) with key ingredients for their efficacy,
 - (b) to meet businesses needs’
 - (c) provide benefits to businesses using them

Research Implications: The findings of this research will be used to develop customized sustainability innovations for Park City tourism businesses

Research Objectives



- 1. Identify quality control tools used by Park City tourism businesses**
- 2. Explore “why” Park City tourism businesses use these tools**
 - Identify the factors affecting quality control tool adoption
 - Emphasis: Characteristics of quality control tools
- 3. Inform the design of customized, readily adoptable quality control tools to progress sustainability in Park City**
 - “Unpack” businesses perceptions surrounding the characteristics of various quality control tools
 - This will guide the “repackaging” of readily adoptable sustainable tourism innovations for Park City tourism businesses
- 4. Optimize sustainable tourism innovations for Park City tourism businesses such that they are designed:**
 - (a) with key ingredients for their efficacy,
 - (b) to meet businesses’ sustainability needs
 - (c) provide benefits to businesses using them
 - (d) In alignment with sustainability goals at the destination level
- 5. Provide recommendations for the practical implementation of customized sustainable tourism innovations in Park City**

Research Design

CASE STUDY
Park City, Utah, USA

PHASE I
(May-June, 2015)

Qualitative Semi-structured interviews
(n=30)

Refine variables in conceptual
Framework

PHASE II
(October-November, 2015)

Quantitative Online Surveys
(Population)

Systematically measure relevant
variables



EXPLORATORY MIXED METHODS DESIGN

Thematic Analysis

**Factor Analysis
Regression Analysis**

RESPONDENTS
❖ 3 Tourism Sectors: Tour Operator/Guide, Accommodation, Attractions
❖ Business Informants: Sustainability/Environmental Managers, General Managers, Owners

III. CONCLUDING REMARKS

RESEARCH CONTRIBUTIONS



RESEARCH IMPLICATIONS FOR PARK CITY

- This research will inform the design of customized sustainable tourism innovations for tourism businesses in Park City, USA.
- Provide recommendations for practical implementation of these tools in Park City
- Provide preliminary insight towards the “vision of sustainability” for Park City among key tourism stakeholders; this can inform an overarching sustainable destination policy

RESEARCH IMPLICATIONS FOR SUSTIANABLE TOURISM (GLOBAL)

- The quality control tool customization framework is adaptable
- With modifications reflective of specific destination contexts, the framework will facilitate customized approaches to the practical application of sustainability in the tourism industry.
- Park City can be the first destination to use and refine this framework for quality control tool customization

Thank You!



*“Two roads diverged in a wood, and I—I took the one less traveled by,
and that has made all the difference”*

--Robert Frost

Questions/Comments



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

Staff is Pursuing a Complete Interior LED Lighting Retrofit for All City Facilities as an Institutional Best Practice and the Georgetown University Energy Prize.

Respectfully:

Matthew Abbott, Enviromental Program Manager



City Council Staff Report

Subject: PCMC Facility Interior Lighting Retrofit
Author: Bina Skordas and Matt Abbott
Department: Sustainability
Date: April 30, 2015
Type of Item: Informational

Summary Recommendations:

This is an informational report to outline upcoming energy efficiency work to be led by the Sustainability Department's Energy Project Manager. Staff is not seeking specific Council direction at this juncture, but would appreciate any Council feedback.

Executive Summary:

Staff is pursuing a complete interior LED lighting retrofit for all City facilities as an institutional best practice and to compete in the Georgetown University Energy Prize.

Acronyms:

kWh	Kilowatt Hours
LEDs	Light Emitting Diodes
ROI	Return on Investment
W	Watts

Background:

Park City Municipal has a history of retrofitting its facilities for energy efficiency. Staff has made progressive improvements to facilities during all major renovations, the work completed by Johnson Controls in 2007, and most recently with the LED street lights. In preparation for a complete interior lighting retrofit, staff completed a pilot interior LED lighting retrofit in the Office of Sustainability.

Staff is currently seeking proposals from qualified firms for interior lighting retrofits through our standard procurement process.

The scope of work includes, all interior lighting in all, or part, of the following facilities:

- Phase I
 - City Hall (445 Marsac)
 - China Bridge Parking Structure
 - Transit Center
 - Compactor Shed
- Phase II
 - Public Works
 - Ice Arena
- Phase III
 - MARC
 - Park City Police Station

Analysis:

Lighting represents up to 25.5% of a typical commercial building's energy use¹. Retrofitting interior lighting to LEDs will reduce electricity usage by approximately 5%. LEDs will also eliminate the cost and maintenance associated with ballasts used in our existing fluorescent light fixtures. PCMC currently replaces ballasts at least five times more frequently than average and struggles to get these ballasts replaced under warranty. Switching to LEDs will reduce the frequency of bulb changes by a factor of five and completely eliminate the cost of replacement ballasts and the associated labor.

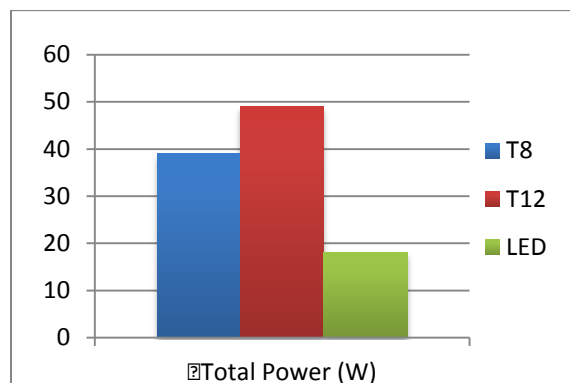
Replacement bulbs will not change the existing fixtures; diminish the quality of light, or the overall aesthetic. This project will be funded with Building Maintenance's replacement funds.

Comparing LED to fluorescents is a simple way to better understand the total power used in wattage and the lifespan of the product.

Table 1: LED compared with Fluorescent (Data from SES Green Energy)

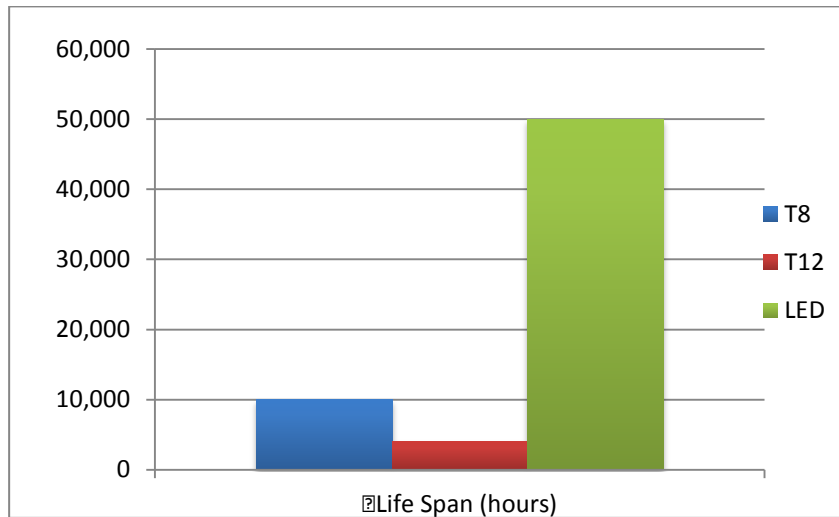
Column1	T8	T12	LED
Power(W)	34	44	18
Ballast (W)	5	5	
total power (W)	39	49	18
% E-savings	21%		76%
Life Span (hours)	10,000	4,000	50,000

Table 2: Power used. LED compared to fluorescents (Data from SES Green Energy)



¹ Energy Efficiency Trends in Residential and Commercial Buildings – http://apps1.eere.energy.gov/buildings/publications/pdfs/corporate/bt_stateindustry.pdf

Table 3: Life Span LED compared to Fluorescent (Data from SES Green Energy)



Phase I includes City Hall, China Bridge Parking Structure, Transit Center, and the Compactor Shed. City Hall is the most expensive portion of Phase I but will generate the largest amount of savings. With the purchase of almost 800 new lights for City Hall the price with installation is anticipated to be around \$29,000. The total cost for the four facilities (Phase I) is estimated to be \$55,436. The rebates expected from Rocky Mountain Power for Phase I is approximated \$11,753. City Hall is a priority because it is our flagship site and one point away from achieving Energy Star.

City Hall has the largest potential for a high return on investment (ROI). Based on the current usage hours, bulbs and maintenance compared to LED's wattage and life span the savings are estimated to be approximately \$5,000 per year with payback of 30 months, or 14% of the bulb life.

Department Review:

Sustainability, Building Maintenance, Legal, and the Executive Office.

Alternatives:

N/A

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	~ Balance between tourism and local quality of life + Internationally recognized & respected brand	+ Reduced municipal, business and community carbon footprints + Enhanced conservation efforts for new and rehabilitated buildings	+ Preserved and celebrated history; protected National Historic District + Primarily locally owned businesses ~ Skilled, educated workforce	+ Fiscally and legally sound + Well-maintained assets and infrastructure
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Neutral	Very Positive 	Positive 	Very Positive 
Comments: LEDs are a best practice and will save the City money in energy costs and maintenance expenses. This LED project will help City Hall become an Energy Star rated building.				

Funding Source:

Building Maintenance Replacement fund.

Consequences of not taking the recommended action:

Delay of LED implementation, return on investment, and reduced maintenance costs.

Recommendation:

This is an informational report to outline upcoming energy efficiency work to be led by the Sustainability Department's Energy Project Manager. Staff is not seeking specific Council direction at this juncture, but would appreciate any Council feedback.



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

The Exclusive Utility Easement is for RMP and would allow them to provide an upgrade to 2383 Lake View Court's electrical service by connecting to an existing transformer located at the northwest corner of 2300 Meadows. To get to this transformer, the service line will need to cross the East Hill Parcel, which is dedicated open space.

Respectfully:

Matthew Cassel, City Engineer



City Council Staff Report

Subject: Utility Easement for the Benefit of 2383 Lake View Court
Author: Matthew Cassel, City Engineer
Date: May 6, 2015
Type of Item: Legislative

Summary Recommendations:

Staff recommends that City Council grant an exclusive utility easement across City property to Rocky Mountain Power, in a form approved by the City Attorney, for the benefit of 2383 Lake View Court.

Executive Summary:

The Exclusive Utility Easement is for RMP and would allow them to provide an upgrade to 2383 Lake View Court's electrical service by connecting to an existing transformer located at the northwest corner of 2300 Meadows. To get to this transformer, the service line will need to cross the East Hill Parcel, which is dedicated open space.

Acronyms:

RMP – Rocky Mountain Power
ELE – Everybody Love Everybody

Background:

In October of 1990, the City entered into a purchase, sale and charitable donation agreement with D. A. Osguthorpe for the purpose of purchasing various pieces of property adjacent to the City and to acquire water rights. The acquisition included properties on the SR 224 entry corridor (the Farm) and properties in Park Meadows and Prospector areas. The East Hill Parcel (includes the "PC" on the hill) was conveyed to the City with the exception of a two-acre parcel (2300 Meadows Drive).

In August of 1991, the City annexed all the properties acquired from the Osguthorpes, including the two acre parcel (2300 Meadows Drive). All the property was annexed and zoned as Recreation Open Space (ROS). In October of 1994, the City approved a zone change for the two-acre parcel from ROS to Single Family (SF). As part of the rezone, the Osguthorpes offered the following deed restrictions: location of building envelope for residence; compliance with architectural guidelines of Park Meadows 6A subject to review by City planning staff (which specifies a maximum house size of 10,000 sq. ft.); and restriction on re-subdividing the property into more than one parcel.

The McCartys purchased the two-acre parcel from the Osguthorpes in 2008. On August 26, 2008, the City received a complete application from the McCartys to create a legal lot of record for this two-acre metes and bounds parcel. The subdivision application created a one lot subdivision. The applicant requested placing a promised easement across City property for access to Meadows Drive. The 2300 Meadows subdivision plat was approved by City Council on April 9, 2009. On March 18, 2010,

City Council approved an access and utility easement for 2300 Meadows subdivision. The access and utility easement also provides power service to the 2300 Meadows subdivision. This power service is what RMP would like to use to provide an upgraded power service to 2383 Lake View Court which neighbors 2300 Meadows.

Analysis:

When the homeowner determined the need for additional power, the City worked with them to try to find an existing easement that could be used to provide the additional power. It was determined that there were no existing easements that could be used to provide power to the site. RMP proposed connecting to the transformer located just north of 2300 Meadows Drive. This appears to be the best alternative to solve the power issues for 2383 Lake View Court.

In researching existing easements, conservation easements and other restrictions on the East Hill Parcel in relative proximity to Lake View Court, the following declaration of restriction was found to exist:

A declaration of restriction was recorded with Summit County on January 7, 2008. This declaration of restriction created a preserve area along the Pace Homer ditch. The restrictions include:

- No plowing or cultivation,
- No storage of materials or debris,
- No discharge of any dredged or fill material,
- No discharge , dumping, disposal or storage of trash, refuse, rubbish, grass clippings, cuttings or other waste material,
- No leveling , grading or landscaping,
- No destruction or removal of any natural tree, shrub, or other vegetation existing in the preserve area,
- No motorized vehicles,
- No roads, utility lines, trails, benches, equipment storage, or other structures or activities to occur in the preserve,
- No grazing, and
- No snow storage.

The access and utility easement for 2300 Meadows Drive is located approximately 135 feet north of this restricted preserve area. The proposed exclusive easement for RMP is located immediately north of the access and utility easement for 2300 Meadows Drive and thus are not impacted by these restrictions.

Department Review:

This report has been reviewed by City Manager, Legal, and Sustainability. All concerns raised by these departments have been incorporated herein.

Alternatives:**A. Approve the Request:**

Approving the easement will allow RMP to provide 2383 Lake View Court with the necessary upgrade to their electrical service. This is Staff's recommendation.

B. Deny the Request:

Denying the easement will then require 2383 Lake View Court to find an alternative power source.

C. Continue the Item:

If the Council desires more information about the easement, the item may be continued.

D. Do Nothing:

This would have the same affect as denying the request for the easement.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?		- Abundant preserved and publicly-accessible open space		
Assessment of Overall Impact on Council Priority (Quality of Life Impact)	Neutral 	Negative 	Neutral 	Neutral 
Comments:				

There are no significant or financial impacts arising from the recommended action.

Consequences of not taking the recommended action:

If the easement is not granted, RMP will need to find an alternative power source for 2383 Lake View Court, which may impact residents located north of 2383 Lake View Court.

Recommendation:

Staff recommends that City Council grant an exclusive utility easement across City property to Rocky Mountain Power, in a form approved by the City Attorney, for the benefit of 2383 Lake View Court.

Attachments:

Aerial of Proposed Easement Area
Easement Description
Exhibits of Easement

Lake View Court



04/13/2015

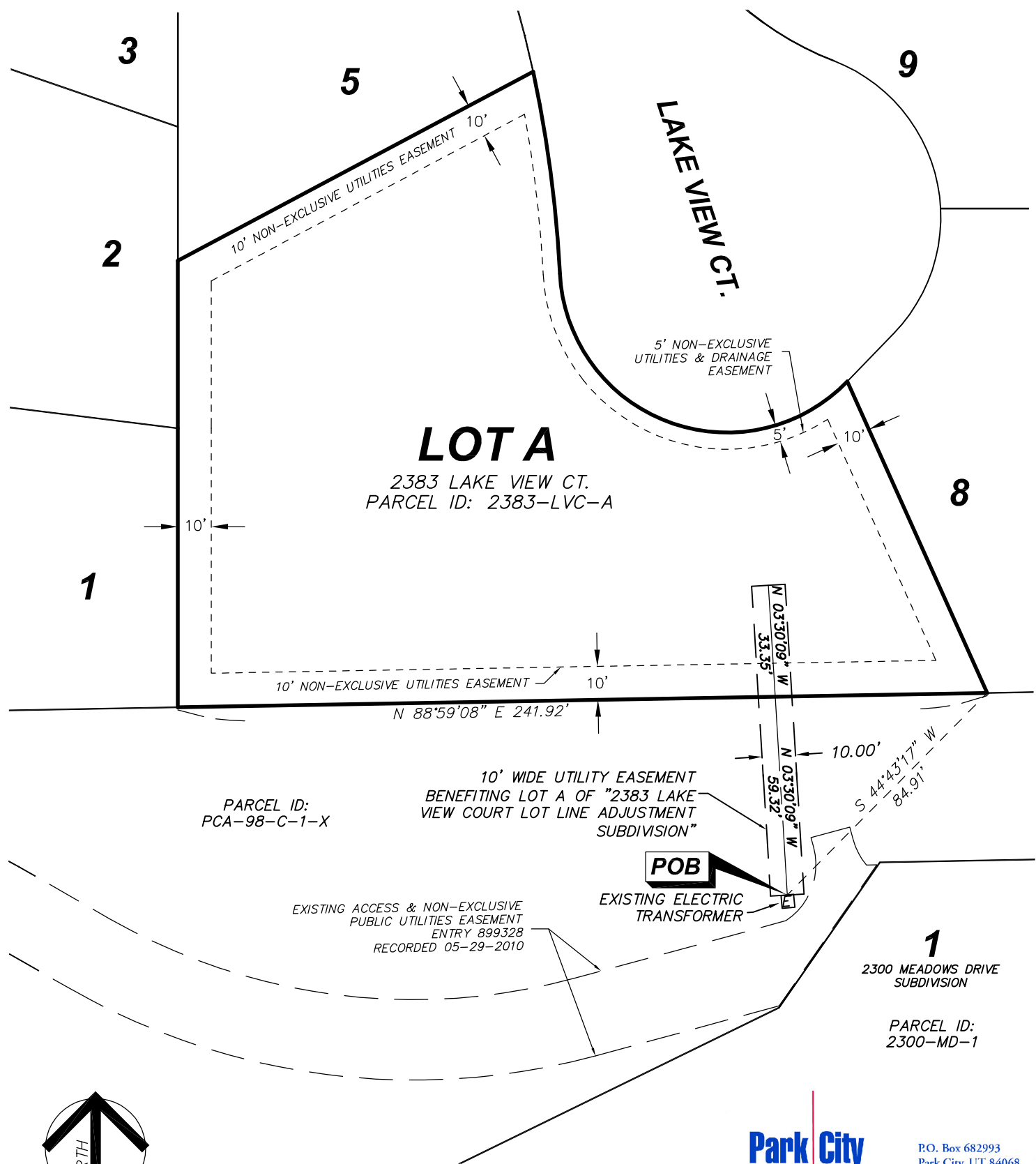
Utility Easement Description

A parcel lying within the Northwest Quarter of Section 3, Township 2 South, Range 4 East, Salt Lake Base & Meridian, Summit County, Utah. Said easement being 10.00 feet in width, 5.00 on each side of the following described centerline;

Commencing at the Southeast corner of Lot A 2383 LAKE VIEW COURT LOT LINE ADJUSTMENT SUBDIVISION, (basis of bearing being North 88°59'08" East a distance of 241.92 feet from the Southwest corner of said Lot A to said Southeast corner of said Lot A); thence South 44°43'17" West a distance of 84.91 feet to the POINT OF BEGINNING: thence North 03°30'09" West a distance of 59.32 feet to a point on the south line of said Lot A; thence North 03°30'09" West a distance of 33.35 feet to the point of terminus.

EASEMENT EXHIBIT

2383 LAKE VIEW COURT LOT LINE ADJUSTMENT SUBDIVISION



SCALE 1" = 40'



P.O. Box 682993
Park City, UT 84068
(435)649-2918
(435)649-4637 fax

C:\Dropbox\ZDrive\PS\Park Meadows\PM6A LOT 6-7 RMP Easement.dwg 4/13/2015 10:17:23 PM



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

In 2007, Park City Municipal entered into a conduit financing agreement with the USSA to allow the City to issues tax exempt Industrial Revenue bonds to finance the construction of the USSA facility. The City assumed no financial obligation in the transaction. The 2015 Series, Industrial Revenue Refunding Bonds (United States Ski and Snowboard Association) is a refunding or refinancing of the 2007 bonds. The USSA has requested the refunding of the 2007 bonds in order to realize cost savings in repayment of the debt.

Respectfully:

Nate Rockwood, Capital Budget, Debt & Grants Manager

City Council Staff Report



Subject: USSA Center of Excellence – Conduit Financing Refunding
Author: Nate Rockwood Capital Budget, Debt & Grants Manager
Department: Budget, Debt & Grants Department
Date: May 7, 2015
Type of Item: Legislative

Recommendation

Staff recommends that Council approve the attached authorizing bond resolution for the 2015 Series, Industrial Revenue Refunding Bonds (United States Ski and Snowboard Association) issuance, in an amount not to exceed \$19,500,000 to refund the Multi-Mode Variable Rate Revenue Bonds, Series 2007 (United States Ski and Snowboard Association).

Executive Summary

In 2007, Park City Municipal entered into a conduit financing agreement with the USSA to allow the City to issue tax exempt Industrial Revenue bonds to finance the construction of the USSA facility. The City assumed no financial obligation in the transaction. The 2015 Series, Industrial Revenue Refunding Bonds (United States Ski and Snowboard Association) is a refunding or refinancing of the 2007 bonds. The USSA has requested the refunding of the 2007 bonds in order to realize cost savings in repayment of the debt.

Acronyms

USSA – United States Ski and Snowboard Association

Background

On December 13, 2007, Council approved a resolution which authorized the issuance of bonds on behalf of the non-profit USSA's Center of Excellence athletic training facility to be located in the northwest quadrant of the intersection of U.S. Highway 40 and State Highway 248 (more commonly known as Quinn's Junction) in Park City. The issuance was approved to be in an amount of \$20.12 million. The proceeds from the bond were to be used for expenses related to the Center of Excellence project and related equipment, improvements and furnishings. The IRS reviewed the status and use of the bond proceeds in 2013 and issued a no status change determination (confirming validity that owners of the bonds did not have to report the income from interest from the bonds as gross income- i.e. why they get a lower interest rate on the market).

Analysis

The attached bond authorizing resolution sets the parameters of the Industrial Revenue Refunding Bonds (United States Ski and Snowboard Association) issuance in accordance with the Utah Industrial Facilities and Development Act, Title 11, Chapter 17, Utah Code Annotated 1953, as amended ("the Act"). The resolution delegates final approval of bond terms to a Designated Officer, any one of the Mayor or any authorized Mayor ProTem, and initiates the process for sale of the 2015 Series Bonds. Refunding bonds do not require a public notice or public hearing. The resolution sets the maximum principal issuance amount at \$19,500,000. The resolution lists the purpose for issuing the Bonds as:

- (i) refinance the costs of the Project (including refunding the Series 2007 Bonds) and (ii) pay certain costs relating thereto

As with the initial 2007 Series bonds, USSA will have all financial responsibilities related to the bond (including repayment and record keeping) and has obtained a letter of credit to back the bond. The City bears no burden of cost related to this issuance or liability for repayment of bonds. The City acts only as a conduit through which a non-profit entity (in this case, USSA) is able to issue tax exempt bonds for qualified uses.

In the past Council has consistently supported this project as well as the proposed financing method. Staff received direction from Council on July 12, 2007 and August 2, 2007 to proceed with conduit financing, and this refunding is continuing that direction. The Act provides:

11-17-6. Refunding bonds.

Any bonds issued under this act and at any time outstanding may at any time and from time to time be refunded either in advance or by exchange by a municipality or county by the issuance of its refunding bonds in such amount as the governing body may deem necessary. Any such refunding may be effected whether the bonds to be refunded shall have then matured or shall thereafter mature, either by sale of the refunding bonds and the application of the proceeds from same to the payment of the bonds to be refunded by such refunding bonds or by exchange of the refunding bonds for the bonds to be refunded by such refunding bonds. Any refunding bonds issued under this act shall be subject to the provisions contained in Section 11-17-4 and may be secured in accordance with the provisions of Section 11-17-5.

Section 11-17-5 states that bond principal and interest of the bonds shall be secured as follows:

11-17-5. Security for bonds -- Provisions in security agreements -- Limitations -
- Liens.

(1) The principal of and interest on any bonds issued under this chapter:

(a) shall be secured by a pledge and assignment of the revenues out of which the bonds are made payable or by such other sinking fund or security provision as shall in the judgment of the governing body be reasonably designed to assure payment of the obligations to the purchasers thereof; however, the bond purchasers may not in any event have recourse against the general funds or general credit of the governmental offeror;

(b) may be secured by a mortgage covering all or any part of the project; and

(c) may be secured by any other security device deemed most advantageous by the governing body issuing the bonds.

The security for the bonds is not changed and is the USSA Athletic Endowment Fund which shall (as outlined in the USSA 2015 Bond Continuing Covenant Agreement, Section 6.19 (b):

As of April 30 and October 31 (each, a “Testing Date”) of each calendar year, the Borrower and all Guarantors (including Liquid Assets in the Endowment Fund) shall have aggregate Liquid Assets (as such term is hereinafter defined) with a value (as reasonably determined by the Purchaser as described below) equal to or in excess of Twenty Million Dollars (\$20,000,000.00) (the “Liquid Asset Requirement”).

As used herein, “Liquid Assets” means unencumbered (other than Liens granted in favor of the Purchaser) (a) cash and cash equivalents, and (b) other investments or securities that can be liquidated within thirty (30) days, which shall, for purposes of the Liquid Asset Requirement, be valued by (i) obtaining an arms length quote on any national exchange in which such investments or securities may be publicly traded, or (ii) by the monthly or quarterly balance letters issued by each bank, firm, brokerage, investment partnership, or other entity in which such investments or securities are held, setting forth a valuation of such investments or securities, in each case deducting from such valuation any fees or other expenses inherent in such investments or securities that would be incurred in liquidating such investments or securities within thirty (30) days of the valuation date.

Finance staff and bond counsel have reviewed the security for the bonds and recommends that the City Council find that it meets the above highlighted standard.

The resolution establishes the format for public notice for the bonds, which should be published in the Park Record for two consecutive weeks, the first notice not less than 14 days before the public hearing and initiated a 30 day period in which interested parties may contest the legality of the resolution or the bonds. The Public hearing will take place on May 28, 2015. The maturity of the bonds is expected to be not more than 30 years.

Staff anticipates Council holding a public hearing on May 28, 2015. After the public hearing the Designated Officer may authorize the final terms and sale of the bonds. It is anticipated that the closing for the bonds would occur on or around May 29, 2015. The bonds are to be sold by private placement sale.

Significant Impacts

The bond authorizing resolution is the first step in initiating a bond issuance and refunding. The bond refunding will allow the United States Ski and Snowboard Association to realize debt repayment cost saving associated with current market rates.

Issuing bonds on behalf of USSA will not obligate the City financially or impact the City’s credit rating, annual certified bond cap or potential interest rates of future debt.

Alternatives:

- A. Approve the attached bond resolution for the authorizing bond resolution for the 2015 Series, Industrial Revenue Refunding Bonds (United States Ski and Snowboard

Association) issuance, in an amount not to exceed \$19,500,000 to refund the Multi-Mode Variable Rate Revenue Bonds, Series 2007 (United States Ski and Snowboard Association)

- B. Modify the request: Council could choose to modify the terms of the bond refunding.
- C. Deny the request: Council could choose to not refund the bonds.
- D. Continue the Item: Council may feel there is not enough information to make a decision, and have staff return with more information. This would impact the timeline for the bond issuance and would result in a loss of savings on the 2007 refunding.
- E. Do Nothing: This would have the same impact as alternative C.

Departmental Review

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

Staff Recommendations:

Staff recommends that Council approve the attached authorizing bond resolution for the 2015 Series, Industrial Revenue Refunding Bonds (United States Ski and Snowboard Association) issuance, in an amount not to exceed \$19,500,000 to refund the Multi-Mode Variable Rate Revenue Bonds, Series 2007 (United States Ski and Snowboard Association).

Attachments:

A – Authorizing Resolution

Park City, Utah

May 7, 2015

A regular meeting of the City Council (the “Council”) of Park City, Utah (the “Issuer”) was held on Thursday, the 7th day of May, 2015 at the hour of _:00 p.m., at the regular meeting place of the Council in Park City, Utah at which meeting there were present and answering roll call the following members who constituted a quorum:

Jack Thomas	Mayor
Andy Beerman	Councilmember
Tim Henney	Councilmember
Cindy Matsumoto	Councilmember
Liza Simpson	Councilmember
Richard Peek	Councilmember

Also present:

Diane Foster	City Manager
Marci Heil	City Recorder
Mark D. Harrington	City Attorney

Absent:

After the meeting had been duly called to order and after other matters not pertinent to this Resolution had been discussed, a Certificate of Compliance with Open Meeting Law with respect to this May 7, 2015 meeting was presented to the Council, a copy of which is attached hereto as Exhibit A.

The following Resolution was then introduced in written form, was fully discussed, and upon motion made by Councilmember _____ and seconded by Councilmember _____, was adopted by the following vote:

YEA:

NAY:

This Resolution was then signed by the Mayor in open meeting and recorded by the City Recorder. The Resolution is as follows:

RESOLUTION NO. __-15

A RESOLUTION OF THE CITY COUNCIL OF PARK CITY, UTAH (THE “ISSUER”) AUTHORIZING THE ISSUANCE AND SALE BY THE ISSUER OF ITS INDUSTRIAL REVENUE REFUNDING BONDS, SERIES 2015 (UNITED STATES SKI AND SNOWBOARD ASSOCIATION) IN AN AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$19,500,000, PAYABLE SOLELY FROM REVENUES ARISING FROM THE PLEDGE OF A LOAN AGREEMENT BETWEEN THE ISSUER AND CENTER OF EXCELLENCE PROPERTIES, LLC; AUTHORIZING THE EXECUTION AND DELIVERY BY THE ISSUER OF AN INDENTURE OF TRUST, A LOAN AGREEMENT, AND OTHER DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AWARDING AND CONFIRMING THE SALE OF SAID BONDS; PROVIDING FOR THE PUBLICATION OF A NOTICE OF BONDS TO BE ISSUED AND A NOTICE OF PUBLIC HEARING AND THE RUNNING OF A CONTEST PERIOD AND RELATED MATTERS.

WHEREAS, pursuant to the Utah Industrial Facilities and Development Act, Title 11, Chapter 17, Utah Code Annotated 1953, as amended (the “Act”), Park City, Utah (the “Issuer”) is authorized to issue its revenue bonds to finance the costs of any “project” as defined in the Act to the end that the Issuer may be able to promote the general welfare and encourage the increase of industry and commerce within the State of Utah; and

WHEREAS, the Act provides that a municipality or county may issue revenue bonds for the purpose of using substantially all of the proceeds thereof to pay or to reimburse a business for the costs of the acquisition and construction of the facilities of a project and that title to or in such facilities may at all times remain in the company and in such case the bonds of the municipality or county shall be secured by a pledge of one or more notes, debentures, bonds or other secured or unsecured debt obligations of the company; and

WHEREAS, the Issuer has previously issued its Multi-Mode Variable Rate Revenue Bonds, Series 2007 (United States Ski and Snowboard Association) (the “Series 2007 Bonds”) in the aggregate principal amount of \$20,120,000, pursuant to a Trust Indenture dated December 1, 2007 between the Issuer and U.S. Bank National Association, to finance the costs of the acquisition, construction, furnishing, equipping and improvement of land and a building for use as a training and office facility by United States Ski Association, a non-profit corporation organized under the laws of the State of Utah doing business as the United States Ski and Snowboard Association (the “Lessee”), located in Park City, Utah (the “Project”), and loaned the proceeds of the Series 2007 Bonds to Center of Excellence Properties, LLC, a Utah limited liability company (the “Borrower”); and

WHEREAS, at the request of the Borrower and the Lessee, the Issuer now desires to issue bonds to (i) refinance the costs of the Project (including refunding the Series 2007 Bonds) and (ii) pay certain costs relating thereto; and

WHEREAS, pursuant to the provisions of the Act, the Issuer proposes to enter into (i) a Loan Agreement by and between the Issuer and the Borrower in connection with the refinancing of the Project (the "Loan Agreement"), and (ii) an Indenture of Trust (the "Indenture") with Wells Fargo Bank, National Association, as trustee (the "Trustee") pursuant to which the Issuer will issue its Industrial Revenue Refunding Bonds, Series 2015 (United States Ski and Snowboard Association) in an aggregate principal amount of not to exceed \$19,500,000 (the "Bonds"); and

WHEREAS, the City Council of the Issuer (the "Council") deems it necessary and advisable to authorize the issuance and confirm the sale of the Bonds and to authorize the execution and delivery of the Loan Agreement in substantially the form attached hereto as Exhibit D, the Indenture in substantially the form attached hereto as Exhibit C, and other related documents required for the sale of the Bonds; and

WHEREAS, pursuant to the provisions of the Loan Agreement, the Borrower will promise to pay amounts sufficient to pay, when due, the principal of, premium, if any, and interest on the Bonds, all in accordance with the requirements of the Act; and

WHEREAS, the Act and the documents to be signed by the Issuer provide that the Bonds shall not constitute nor give rise to a general obligation or liability of the Issuer or be a charge against its general credit or taxing powers and that the Bonds will be payable from and secured only by the revenues arising from the pledge and assignment under the Indenture of the Loan Agreement to the Trustee; and

WHEREAS, the Internal Revenue Code of 1986 provides for the publication of a Notice of Public Hearing and requires said Notice to be published at least 14 days prior to the public hearing which the Issuer desires to hold on May 28, 2015, and accordingly said Notice will be published to ensure compliance; and

WHEREAS, Section 11-17-16 of the Act provides for the publication of a Notice of Bonds to be Issued, and the Issuer desires to publish such a notice at this time in compliance with the Act with respect to the Bonds:

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

Section 1. All terms defined in the recitals hereto shall have the same meaning when used herein.

Section 2. The Issuer is authorized to refinance the Project with the proceeds of the Bonds, all pursuant to the provisions of the Act. All action heretofore taken by the officers of the Issuer directed toward the issuance of the Bonds is hereby ratified, approved and confirmed.

Section 3. The Council hereby calls a public hearing on May 28, 2015 to receive public comment regarding the proposed issuance of the Bonds in the maximum aggregate principal amount of not to exceed \$19,500,000.

Section 4. In accordance with provisions of the Act and in order to comply with Section 147(f) of the Internal Revenue Code of 1986, as amended, the City Recorder will publish one (1) time in the Park Record, a newspaper of general circulation within the Issuer, a "Notice of Public Hearing and Bonds to be Issued" (the "Notice") at least fourteen (14) days prior to May 28, 2015, the hearing date set forth in said Notice, and the Council will meet in public session on May 28, 2015, to receive public comment on the proposed issuance of Bonds. The City Recorder shall cause a copy of this Resolution (together with all exhibits hereto) to be kept on file in her office in Park City, Utah, for public examination during the regular business hours of the Issuer until at least thirty (30) days from and after the date of publication thereof. The Notice shall be in substantially the form attached hereto as Exhibit B.

Section 5. The Issuer is authorized and directed to issue the Bonds as fully registered bonds, in the aggregate principal amount of not to exceed \$19,500,000. The Bonds shall bear interest, shall be payable on the dates, shall be subject to redemption prior to maturity, and shall mature in not more than 30 years from the date thereof all as set forth in the Indenture and the Loan Agreement.

The form, terms and provisions of the Bonds and the provisions for the signatures, authentication, payment, registration, transfer, exchange, redemption, tender and number shall be as set forth in the Indenture. The Mayor and City Recorder are hereby authorized and directed to execute and seal the Bonds and to deliver said Bonds to the Trustee for authentication. The signatures of the Mayor and the City Recorder may be by facsimile or manual execution.

The form of Bond is set out in the Indenture, copies of which were before the Council at this meeting, which form is incorporated herein by reference and made a part hereof.

Section 6. The Bonds are to be issued in accordance with and pursuant to the Loan Agreement and the Indenture. The Loan Agreement provides for the issuance of the Bonds solely for the purpose of refinancing the Project and for paying expenses incidental thereto. The Indenture specifically provides that the Bonds and the Indenture shall not constitute nor give rise to a general obligation or liability of the Issuer or a charge against its general credit or taxing powers. Recourse on the Bonds executed and delivered by the Issuer pursuant to the Indenture may be had only against the security for the Bonds as provided therein and in the Loan Agreement and the Indenture.

Section 7. The Project consists of facilities for a training and office facility for use by the Lessee as contemplated in the Act. The Borrower is wholly-owned by USSA Investment Fund a Utah non-profit corporation which is a related party of the Lessee. The Project is owned by the Borrower and used by the Lessee.

Section 8. The Loan Agreement and the Indenture, in substantially the forms presented to the Council of the Issuer at this meeting, with such changes as are authorized by Section 7 hereof, are hereby approved in all respects, and the Mayor (including any acting Mayor) and City Recorder are hereby authorized to execute each of the same on behalf of the Issuer and to affix the seal of the Issuer thereto and the acts of the Mayor and City Recorder in so doing are and shall be the act and deed of the Issuer. The Mayor, City Recorder and all other proper officers and employees of the Issuer are hereby authorized and directed to take all steps on behalf of the Issuer to perform and discharge the obligations of the Issuer under each of said instruments.

Section 9. The Mayor is hereby authorized to make, either prior or subsequent to the execution thereof, any alterations, changes or additions in the Indenture, the Loan Agreement, and the Bonds herein authorized which may be necessary to correct any errors or omissions therein, to remove ambiguities therefrom, to conform the same to other provisions of said instruments, to the agreement of the Borrower and the Lessee, to the provisions of this resolution, or any other resolution adopted by the Issuer, or the provisions of the laws of the State of Utah or the United States as long as the rights and obligations of the Issuer are not materially adversely affected thereby.

Section 10. Pursuant to Section 11-17-13, Utah Code Annotated 1953, as amended, the Issuer includes herein the pledge and undertaking of the State of Utah that the State of Utah will not alter, impair or limit the rights vested hereunder or in the Bonds, the Loan Agreement, the Indenture or any of the documents contemplated hereby until the Bonds, together with all interest thereon, have been fully paid and discharged and all obligations of the Issuer thereunder and under the Loan Agreement and the Indenture are fully performed.

Section 11. It is hereby declared that all parts of this resolution are severable and that if any section, paragraph, clause or provision of this resolution shall, for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of any such section, paragraph, clause or provision shall not affect the remaining provisions of this resolution.

Section 12. The Mayor, City Recorder and other officers of the Issuer are hereby authorized to execute all documents and take such action as they may deem necessary or advisable in order to carry out and perform the purpose of this resolution and the execution or taking of such action shall be conclusive evidence of such necessity or advisability. All action heretofore taken by the Issuer, its officers and employees, with respect to the issuance and sale of the Bonds is hereby ratified and confirmed. Any action authorized by this Resolution to be taken by the Mayor may be taken by any duly authorized acting Mayor in the absence of the Mayor.

Section 13. All resolutions, orders and regulations or parts thereof heretofore adopted or passed which are in conflict herewith are, to the extent of such conflict, hereby repealed. This repealer shall not be construed so as to revive any resolution, order, regulation or part thereof heretofore repealed.

Section 14. This Resolution shall take effect immediately upon its approval and adoption.

PASSED AND APPROVED BY THE CITY COUNCIL OF PARK CITY,
UTAH THIS 7TH DAY OF MAY, 2015.

Mayor

(S E A L)

ATTEST:

City Recorder

(Here follows business not pertinent to the above.)

Pursuant to motion duly made and seconded, the Council adjourned.

Mayor

ATTEST:

City Recorder

(S E A L)

STATE OF UTAH)
 : ss.
COUNTY OF SUMMIT)

I, Marci Heil, the duly qualified and acting City Recorder of Park City, Utah (the “Issuer”), do hereby certify according to the records of the Issuer’s City Council (the “Council”) in my possession, that the foregoing constitutes a true, correct and complete copy of a Resolution adopted by the Council at a meeting held on May 7, 2015.

IN WITNESS WHEREOF, I have hereunto subscribed my signature and impressed hereon the official seal of the City Recorder this 7th day of May, 2015.

City Recorder

(S E A L)

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH OPEN MEETING LAW

I, Marci Heil, the undersigned City Recorder of Park City, Utah (the "Issuer"), do hereby certify, according to the records of the Issuer in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 52-4-202, Utah Code Annotated 1953, as amended, I gave not less than twenty-four (24) hours public notice of the agenda, date, time and place of the May 7, 2015, public meeting held by the City Council of the Issuer (the "City Council") as follows:

(i) By causing a Notice in the form attached hereto as Schedule 1, to be posted at the principal offices of the Issuer on _____, 2015, at least twenty-four (24) hours prior to the convening of the meeting, said Notice having continuously remained so posted and available for public inspection until the completion of the meeting; and

(ii) By causing a copy of such Notice, in the form attached hereto as Schedule A, to be delivered to the Park Record on _____, 2015, at least twenty-four (24) hours prior to the convening of the meeting; and

(iii) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted on the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting.

In addition, Notice of the 2015 Annual Meeting Schedule for the City Council (attached hereto as Schedule 2) was given specifying the date, time, and place of the regular meetings of the City Council to be held during the year, by causing said Notice to be (a) posted on _____ at the principal office of the City Council, (b) provided to at least one newspaper of general circulation within the City on _____ and (c) published on the Utah Public Notice Website (<http://pmn.utah.gov>) during the current calendar year.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this 7th day of May, 2015.

(SEAL)

City Recorder

SCHEDULE 1
MEETING NOTICE

SCHEDULE 2

2015 ANNUAL MEETING NOTICE

EXHIBIT B

NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED

NOTICE IS HEREBY GIVEN pursuant to the provisions of the Utah Industrial Facilities and Development Act, Title 11, Chapter 17, Utah Code Annotated 1953, as amended, that on May 7, 2015, the City Council (the "Council") of Park City, Utah (the "Issuer"), adopted a resolution (the "Resolution") in which it authorized the issuance of the Issuer's Industrial Revenue Refunding Bonds, Series 2015 (United States Ski and Snowboard Association) (the "Bonds") in the aggregate principal amount of not to exceed \$19,500,000. Pursuant to the Resolution, the Issuer proposes to lend the proceeds of the Bonds to the Center of Excellence Properties, LLC, a Utah limited liability corporation (the "Owner") for the purpose of refinancing the acquisition, construction, equipping and furnishing of land and a building for use as a training and office facility (the "Project") by the United States Ski Association, a Utah non-profit corporation doing business as the United States Ski and Snowboard Association (the "Lessee") and paying costs of issuance. The Project is located at 1 Victory Lane, Park City, Utah, and is comprised of approximately 5 acres of land, and a building, of approximately 91,220 square feet and related equipment, improvements and furnishings. The Project will continue to be owned by the Owner and used by the Lessee.

NOTICE IS FURTHER GIVEN that, in connection with the Issuer's proposed issuance of the Bonds, the Issuer will meet on Thursday, May 28, 2015, at 445 Marsac Avenue, Park City, Utah, at 6:00 p.m. for the purpose of conducting a public hearing. Interested individuals are invited to express their views, both orally and in writing, on the proposed issue of the Bonds and the location and nature of the Project. Comments at the public hearing are invited. Written comments may be submitted to the Issuer at its office located at 445 Marsac Avenue, P.O. Box 1480, Park City, Utah 84060 until 5:00 p.m. on May 28, 2015. Additional information may be obtained from the Issuer at its office shown above or by calling (435) 615-5181.

The Issuer is authorized to issue the Bonds pursuant to the Act. The Bonds will be special limited obligations of the Issuer payable solely from amounts provided by the Owner, pursuant to a Loan Agreement to be entered into between the Issuer and the Owner (the "Loan Agreement"), and including monies and security held from time to time under an Indenture of Trust under which the Bonds are to be issued (the "Indenture"). The Bonds and the interest thereon will not be a debt of the Issuer or of the State of Utah or any political subdivision, and neither the Issuer nor the State of Utah or any political subdivision will be liable thereon, and in no event will the Bonds or the interest thereon be payable out of any funds or properties other than those of the Issuer expressly provided therefor under the Indenture. The Bonds will not constitute an indebtedness within the meaning of any constitutional or statutory debt limitation or restriction.

The Bonds are to be issued and sold by the Issuer pursuant to the Resolution, including as part of said Resolution a form of the Indenture and Loan Agreement. The maximum principal amount of the Bonds shall not exceed \$19,500,000 and shall mature

in not more than thirty (30) years from their date or dates. A copy of the Resolution and the form of Indenture and Loan Agreement are on file in the office of the City Recorder of the Issuer in the Park City offices at 445 Marsac Avenue, Park City, Utah, where they may be examined during regular business hours of the Issuer from 8:00 a.m. to 5:00 p.m., Monday through Friday, for a period of at least thirty (30) days from and after the date of publication of this notice.

NOTICE IS FURTHER GIVEN that a period of thirty (30) days from and after the date of the publication of this notice is provided by law during which any person in interest shall have the right to contest the legality of the Resolution, the Indenture or the Bonds, or any provision made for the security and payment of the Bonds, and that after such time, no one shall have any cause of action to contest the regularity, formality or legality thereof for any cause whatsoever.

Date: May 7, 2015

/s/ Marci Heil
City Recorder

EXHIBIT C

INDENTURE OF TRUST

(See Transcript Document No. __)

EXHIBIT D

LOAN AGREEMENT

(See Transcript Document No. __)



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

The applicant requests an amendment to the recorded condominium record of survey plat for the purpose of adding Building “S” to the plat (Exhibits A and B). Building “S” is a proposed 2,260 square foot single story building (1,888 net leasable) that includes the existing historic mine tunnel entrance shed and a future addition. The applicant’s request (Exhibit C) is to include Building “S” as a commercial condominium unit with a designation as “private area”.

Building “S” includes office uses and storage for the Silver Star Café. These uses were approved by the Planning Commission on October 22, 2014, as part of the Three Kings Realty at Silver Star Conditional Use Permit (CUP). Building S is located between buildings “O” and “R”. The property is located within the Residential Development Medium Density (RDM) Zoning District and is subject to the Spiro Tunnel Master Planned Development (MPD). The Spiro Tunnel MPD and the Silver Star Realty CUP approved office uses at this site.

The proposed plat amendment is consistent with the RDM zoning, the Spiro Tunnel MPD, the Three Kings Realty CUP, and the Land Management Code (LMC). On April 8, 2015, the Planning Commission voted unanimously to forward a positive recommendation to City Council.

Respectfully:

Kirsten Whetstone, Senior Planner

City Council Staff Report

Subject: First Amendment to the Silver Star Plaza Condominiums Buildings “N”, “O”, “P”, “Q” and “R” record of survey plat
Project Number: PL-15-02655
Author: Kirsten A Whetstone, MS, AICP- Senior Planner
Date: May 7, 2015
Type of Item: Administrative – Amended Record of Survey condominium plat

Summary Recommendations

Staff recommends the City Council hold a public hearing for the First Amendment to the Silver Star Plaza Condominiums Buildings “N”, “O”, “P”, “Q”, and “R” condominium plat to add Building “S”. Staff recommends the City Council consider any input and consider approving the plat amendment based on the findings of fact, conclusions of law, and conditions of approval as found in the attached Ordinance.

Executive Summary

The applicant requests an amendment to the recorded condominium record of survey plat for the purpose of adding Building “S” to the plat (Exhibits A and B). Building “S” is a proposed 2,260 square foot single story building (1,888 net leasable) that includes the existing historic mine tunnel entrance shed and a future addition. The applicant’s request (Exhibit C) is to include Building “S” as a commercial condominium unit with a designation as “private area”.

Building “S” includes office uses and storage for the Silver Star Café. These uses were approved by the Planning Commission on October 22, 2014, as part of the Three Kings Realty at Silver Star Conditional Use Permit (CUP). Building S is located between buildings “O” and “R”. The property is located within the Residential Development Medium Density (RDM) Zoning District and is subject to the Spiro Tunnel Master Planned Development (MPD). The Spiro Tunnel MPD and the Silver Star Realty CUP approved office uses at this site.

The proposed plat amendment is consistent with the RDM zoning, the Spiro Tunnel MPD, the Three Kings Realty CUP, and the Land Management Code (LMC). On April 8, 2015, the Planning Commission voted unanimously to forward a positive recommendation to City Council.

Acronyms used in this Report

ADA- Americans with Disability Act
AUE- Affordable Unit Equivalent
CMP- Construction Mitigation Plan
CUP- Conditional Use Permit
FAR- Floor Area Ratio

HOA- Homeowner Association
H2O- dihydrogen monoxide (water)
LMC- Land Management Code
MPD- Master Planned Development
RDM- Residential Development Medium Density Zoning District
SBWRD- Snyderville Basin Water Reclamation District
SF/sf- Square Feet
UE- Unit Equivalent
UDDW- Utah Division of Drinking Water

Description

Applicants:	Alan Long, owner of Silver Star Realty and Silver Star Plaza Condominiums Owners Association, Inc., a Utah non-profit corporation
Location:	1825 Three Kings Drive
Zoning:	Residential Development Medium Density (RDM) (Spiro Tunnel Master Planned Development (aka Silver Star))
Adjacent Land Uses:	Residential condominiums, commercial and support commercial uses, Park City resort, trails, Park City Golf Course, single family houses, Park City Parks and Spiro Tunnel Water facilities, and open space parcels.
Reason for Review:	Condominium record of survey plat amendments require Planning Commission review and recommendation to City Council with final action by the City Council.

Background

The subject property, located at 1825 Three Kings Drive, is currently identified on the Silver Star Plaza Condominiums Buildings N, O, P, Q, and R Condominium Plat as common area. The plat was approved by the City Council on November 30, 2006 following approval of the Spiro Tunnel MPD (aka Silver Star Condominiums) by the Planning Commission in 2004. The property is subject to the Spiro Tunnel MPD Development Agreement. The October 27, 2004 Spiro Tunnel MPD includes allowances for commercial and offices uses within the Plaza Area of the MPD as further described below.

The Spiro Tunnel MPD requires a Conditional Use Permit for new building construction, such as the proposed addition to the historic shed. On October 22, 2014, the Planning Commission approved a Conditional Use Permit for Building S for office uses within the existing mine tunnel entrance shed and within an addition to the shed. The Conditional Use Permit is for a 2,260 square foot single story building that includes 1,325 sf for real estate office uses, 615 sf for the existing mine tunnel entrance area, and 320 sf for storage, including cold storage for the Silver Star Café to replace a temporary storage shed that exists at this location.

The Spiro Tunnel MPD was approved as a mixed use development consisting of 97 residential unit equivalents (74 condominium units, 22 cottage units and one single family house with guest); an artist-in-residence campus with up to 14,500 sf of offices, studios,

and gallery retail space; support commercial uses and support meeting space; and 16.11 (AUE) of affordable housing units (21 units in Buildings N and O). Support commercial and support meeting space (up to 10% of the total residential floor area is 19,400 sf based on a total of 97 residential UE) was specifically allowed during the MPD approval for the Silver Star project, as the project was considered a nightly rental condominium project. Up to 14,500 sf of commercial and office uses are allowed by the Spiro Tunnel MPD in addition to 19,400 sf of support commercial/meeting space based on 97 UE of residential.

Currently there are 11,367 sf of commercial/office uses at the site, including the Sundance offices in MS-2 and MS-3. The flexible space in MS-3 is utilized by Sundance as offices during the Sundance season and for the artist-in-residence program or other community events during the summer and is counted as commercial/office space. The proposed 1,325 sf of office space would bring the total commercial/office floor area to 12,692 sf, which is less than the total allowable of 14,500 sf with 1,808 sf of commercial uses remaining.

There are currently 5,594 sf of support commercial uses, including the Silver Star café and the ski shop located in the Historic Building known as MS-1. There are 3,130 sf of support uses for the residential units only, such as a club house, common pool/spa, exercise room and laundry. The additional 320 sf of storage for Silver Star Café would increase the support commercial space to 5,914 sf, which is less than the maximum allowed support commercial space.

Parking has been provided for all of the residential UE and all of the allowable commercial/office space per the Spiro Tunnel MPD. There are 110 existing shared surface parking spaces for the commercial/office uses, affordable housing units, and parking for trailhead and city parks/water department employees by agreement. Parking for the residential condominium units is provided within the parking structures under the buildings and parking for the cottages is located within individual parking garages.

On September 10, 2008, a Conditional Use Permit was approved for a bar/grill (The Shaft at Silver Star CUP) at this same location. The building/addition was never constructed and the CUP expired.

As noted above, on October 22, 2014, a Conditional Use Permit was approved for office uses and a storage area for the Silver Star Café for Building S known as the Three Kings Realty at Silver Star CUP (Exhibits D and E). Parking impacts of the use of a future Building S were presented with the Conditional Use Permit application and no unmitigated impacts were found.

On January 16, 2015, an application was submitted for this first amendment to the Silver Star Plaza Condominiums Buildings N, O, P, Q, and R Condominium Plat. The application was deemed complete on February 24, 2015. The plat amendment is a request to add a Building "S" to the condominium plat as a 2,260 square foot (1,888 sf net leasable) single story commercial building with the 1,888 sf condominium unit designation as "private area". Building "S" includes the existing mine tunnel entrance shed and future addition, consistent with the October 22, 2014, approved Three Kings Realty at Silver Star CUP.

On April 8, 2015, the Planning Commission conducted a public hearing and voted unanimously to forward a positive recommendation to City Council.

Staff is currently reviewing a Historic District Design Review application for the addition to the historic mine tunnel shed building.

Purpose of the RDM Zone

The purpose of the Residential Development Medium Density (RDM) District is to:

- (A) Allow continuation of medium density residential and resort related housing in the newer residential Areas of Park City;
- (B) Encourage the clustering of residential units to preserve Open Space, minimize Site disturbance and impacts of Development, and minimize the cost of construction and municipal services;
- (C) Allow limited generated businesses and recreational activities that are Compatible with residential neighborhoods;
- (D) Allow Development in accordance with the Sensitive Lands Ordinance;
- (E) Provide opportunities for variation in architectural design and housing types,
- (F) Promote pedestrian connections within Developments and between adjacent Areas; and
- (G) Minimize impacts of the automobile on architectural design.

Analysis

The proposal complies with lot and site requirements of the RDM District and/or Master Planned Development as described below.

RDM Zone	Required/Proposed
Lot Size	No minimum lot size.
Floor Area Ratio (FAR)	No FAR required. Gross Floor Area is 2,260 sf including 1,325 sf (office), 320 sf (storage for Silver Star Café) and 615 sf (mine tunnel access area). Floor Area complies with the approved MPD.
Front/rear yard setbacks	Zero lot line development permitted within the MPD, subject to Fire Code restrictions for separation between buildings. Complies.
Side yard setbacks	Zero lot line development permitted within the MPD, subject to Fire Code restrictions

	for separation between buildings. Complies.
Building Height	Thirty-three (33') from Existing Grade is allowed (includes exception for pitched roof). Building height will be verified at the time of Building Permit review. One story-proposed addition is 12'6" and the existing mine shed is 18'2". Complies.
Parking	Per Silver Star MPD all parking for the plaza area is shared and was provided at the time of construction of the project for all allowed uses, including 14,500 sf of commercial/office uses. The office use is included in the 14,500 sf and no additional parking will be provided. To better manage the 110 shared surface parking spaces residential parking is reserved, trail head parking is identified for the northern most spaces, seasonal spaces for City Parks and Water Department employees is permitted in the north parking area, and other commercial and office uses utilize the remaining spaces. Complies.
Architectural Design	All construction is subject to Design Guidelines for Historic Buildings and Sites, subject to submittal and review for compliance with the Design Guidelines, prior to issuance of a building permit.
Uses	Up to 14,500 sf of commercial and office uses are allowed by the Spiro Tunnel MPD in addition to 19,400 sf of support commercial/meeting space based on 97 UE of residential. Currently there are 11,367 sf of commercial/office uses and 5,594 sf of support commercial uses. The addition of 1,325 sf of office space will bring total commercial/office to 12,692 sf which is less than 14,500 sf allowed and will bring the total support commercial uses to 5,914 sf. The MPD requires Conditional Use Permit for new building construction. Complies.

Good Cause

Staff finds good cause for this amended record of survey plat as this condominium plat is consistent with the Spiro Tunnel Master Planned Development Agreement and the approved Three Kings Realty Conditional Use Permit. The proposed plat amendment complies with the Land Management Code and is consistent with the RDM zone. The condominium plat amendment is consistent with the State condominium act.

Department Review

This plat amendment was reviewed by the Development Review Committee on February 10, 2015. Issues discussed regarding accommodation of the SBWRD and City utility easements as well as the City's interest in the mine access tunnel and mitigating impacts during construction have been addressed by amendments to the plat and/or with specific conditions of approval (see Exhibit H- Water Department letter). The Water Department has requested specific conditions of approval to address City access to the tunnel and specific easements for water lines, maintenance, and access to the tunnel. Staff has included these conditions of approval in the Draft Ordinance. The Water Department also requested conditions of approval related to maintenance of security to the tunnel during construction activities, as well as requirements for the shed addition to consider adequate ventilation to the mine tunnel. Additional language regarding tunnel access and operations which may occur at any time and which may result in disturbances, such as tunnel construction, noise, fumes, etc., and holding the City harmless for such impacts, is also recommended as conditions of approval in the draft Ordinance.

Notice

On March 25, 2015, 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 21, 2015.

Public Input

A public hearing is scheduled for both Planning Commission and City Council meetings. Staff has received a phone call requesting information regarding parking and whether additional parking would be provided for the offices.

Future Process

Approval of this amended condominium plat application by the City Council constitutes Final Action that may be appealed following procedures found in LMC 15-1-18.

Alternatives

- The City Council may approve the amended condominium plat as conditioned or amended, or
- The City Council may deny the amended condominium plat and direct staff to make findings for this decision, or
- The City Council may continue discussion on the plat and provide direction to staff and the applicant regarding any additional information, findings, or conditions necessary to take final action on the requested application.

Significant Impacts

There are no negative fiscal or significant environmental impacts to the city from this proposed record of survey plat amendment.

Consequences of not taking the Suggested Recommendation

The ownership designations would remain as platted with the existing mine shed and proposed addition remaining as an improvement in the common area and owned by the Silver Star Plaza Condominium Owners Association.

Recommendation

Staff recommends that the City Council hold a public hearing for the First Amendment to the Silver Star Plaza Condominiums Buildings “N”, “O”, “P”, “Q”, and “R” condominium plat to add Building “S”. Staff recommends the City Council consider any input and consider approving the plat amendment based on the findings of fact, conclusions of law, and conditions of approval as found in the attached Ordinance.

Exhibits

Ordinance

Exhibit A- Proposed First Amended condominium plat

Exhibit B- Recorded plat

Exhibit C- Applicant’s letter

Exhibit D- Approved Conditional Use Permit action letter

Exhibit E- Approved Conditional Use Permit plans

Exhibit F- Photos

Exhibit G- SBWRD letter

Exhibit H- Water Department Letter

Ordinance No. 15-

AN ORDINANCE APPROVING THE FIRST AMENDMENT TO THE SILVER STAR PLAZA CONDOMINIUMS BUILDINGS “N”, “O”, “P”, “Q”, AND “R” CONDOMINIUM RECORD OF SURVEY PLAT, A UTAH CONDOMINIUM PROJECT, LOCATED AT 1825 THREE KINGS DRIVE, PARK CITY, UTAH.

WHEREAS, owners of the property known as Silver Star Plaza Condominiums Buildings “N”, “O”, “P”, “Q”, and “R”, a Utah Condominium Project, (aka Silver Star Condominium project) located at 1825 Three Kings Drive, have petitioned the City Council for approval of an amended condominium plat to add a 2,260 square foot Building “S” that includes an 1,888 square foot commercial condominium unit, located between Buildings “O” and “R” for the purpose of changing the ownership designation for Building “S” from common area to private area.

WHEREAS, the property was properly noticed on March 21, 2015 and posted on March 25, 2015, according to requirements of the Land Management Code; and

WHEREAS, proper legal notice was sent to all affected property owners on March 25, 2015; and

WHEREAS, the Planning Commission held a public hearing on April 8, 2015, to receive input on the amended condominium plat; and

WHEREAS, the Planning Commission, on April 8, 2015, forwarded a positive recommendation to the City Council; and,

WHEREAS, on May 7, 2015, the City Council held a public hearing on the amended condominium plat; and

WHEREAS, there is good cause and it is in the best interest of Park City, Utah to approve the First Amendment to the Silver Star Plaza Condominiums Buildings “N”, “O”, “P”, “Q”, and “R” condominium record of survey plat to add Building “S”.

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

SECTION 1. APPROVAL. The above recitals are hereby incorporated as findings of fact. The condominium plat as shown in Exhibit A is approved subject to the following Findings of Facts, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is located at 1825 Three Kings Drive.
2. The property is located in the Residential Development Medium density (RDM) zoning district and subject to the Spiro Tunnel Master Planned Development (MPD) (aka Silver Star MPD). Office uses are allowed within the Spiro Tunnel MPD.

3. The applicant's request for this plat amendment is to include a Building "S" as a commercial condominium unit with a designation as "private area". Building "S" includes office uses and storage for the Silver Star Café. These uses were approved on October 22, 2014, as the Three Kings Realty at Silver Star Conditional Use Permit. Building "S" also includes the existing historic mine tunnel entrance shed but not the covered tunnel leading to the mine.
4. Building "S" is proposed to be located between buildings "O" and "R" and consists of a total of 2,260 square feet gross floor area. The plat designates 1,888 square feet of net leasable space as a private commercial condominium unit.
5. Building "S" is located within the Park City Soils Ordinance Boundary.
6. On November 30, 2006, the City Council approved the Silver Star Plaza Condominiums Buildings "N", "O", "P", "Q", and "R", a Utah Condominium Project condominium record of survey plat. The plat was recorded at Summit County on February 19, 2008 and identifies the location and ownership of existing Buildings N, O, P, Q, and R.
7. This first amended plat adds Building "S" to the Silver Star Plaza Condominium Buildings "N", "O", "P", "Q", and "R", a Utah Condominium Project condominium record of survey plat in order to identify the building as a commercial condominium unit designated as private ownership. The building is currently identified as common area owned by the Silver Star Plaza Condominiums HOA.
8. On January 16, 2015, an application was submitted for the first amendment to the Silver Star Plaza Condominiums Buildings "N", "O", "P", "Q", and "R", a condominium record of survey plat. The application was deemed complete on February 24, 2015.
9. The condominium plat amendment is required in order to identify the location and ownership of existing Building "S" and to include the proposed addition.
10. The proposed uses and amended condominium plat are consistent with the Spiro Tunnel MPD and the Three Kings Realty CUP.
11. No non-complying situations are created with the plat amendment.
12. The existing building is listed on the Historic Sites Inventory as a Significant Historic Site.
13. On December 4, 2014, the Silver Star Plaza Owners Association met and voted unanimously to approve the real estate office project as proposed.
14. On October 27, 2004, the Planning Commission approved the Spiro Tunnel Master Planned Development and Conditional Use Permit for a mixed use development consisting of 97 residential unit equivalents (74 condominium units, 22 cottage units and one single family house with guest); an artist-in-residence campus with up to 14,500 sf of offices, studios, and gallery retail space; support commercial uses and support meeting space; and 16.11 (AUE) of affordable housing units (21 units in Buildings N and O).
15. Support commercial and support meeting space (up to 10% of the total residential floor area is 19,400 sf based on a total of 97 residential UE) was specifically allowed during the MPD approval for the Silver Star project, as the project was considered a nightly rental condominium project.
16. Currently there are 11,367 sf of commercial/office uses and 5,594 sf of support commercial uses. The addition of 1,325 sf of office space will bring total commercial/office to 12,692 sf which is less than 14,500 sf allowed and will bring

the total support commercial uses to 5,914 sf. Up to 14,500 sf of commercial and office uses are allowed by the Spiro Tunnel MPD in addition to 19,400 sf of support commercial/meeting space based on 97 UE of residential uses.

17. Parking for the Spiro Tunnel MPD was built to accommodate all of the 14,500 sf of allowed commercial and office uses. Management of parking is the responsibility of the Silver Star Homeowners Association and various updates have been presented to the Planning Commission.
18. A water line previously located under the historic shed was relocated during construction of the Silver Star project. Additional relocation of this water line may be necessary prior to construction of Building S.
19. The historic shed and a portion of the mine tunnel are located on a 30' non-exclusive utility easement on the current recorded plat. This easement will need to be modified on the amended plat with final approval of the easement subject to City Engineer and City Water Department review.

Conclusions of Law:

1. There is good cause for this condominium plat.
2. The condominium plat is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. As conditioned, neither the public nor any person will be materially injured by the proposed condominium plat.
4. Approval of the condominium plat, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the condominium plat for compliance with State law, the Land Management Code, and any conditions of approval, prior to recordation of the plat.
2. The applicant will record the condominium plat at the County within one year from the date of City Council approval. If recordation has not occurred within one year's time, this approval for the plat will be void, unless an extension request is made in writing prior to the expiration date and the extension is granted by the City Council.
3. All conditions of approval of the Spiro Tunnel Master Planned Development shall continue to apply and a note shall be included on the plat referring to the Spiro Tunnel MPD prior to recordation.
4. All plat notes on the Silver Star Plaza Condominiums Buildings "N", "O", "P", "Q", and "R" record of survey plat shall be included on the plat prior to recordation.
5. All conditions of approval of the Three Kings Realty at Silver Star Conditional Use Permit approved on October 22, 2014, shall apply to this plat and shall be referred to with a plat note on the plat prior to recordation.
6. All required ADA access, occupancy loads, and other specific Building and Fire Code requirements for the new building shall be addressed prior to issuance of a building permit.
7. Historic District Design Review approval for the addition to the historic structure is a condition of building permit issuance.
8. All required access and utility easements as required by the City Engineer shall be identified on the plat prior to recordation.

9. All soil disturbance and proposed landscaping shall adhere to requirements of the Park City Soils Boundary Ordinance and Park City Municipal Code Section 11-15-1 and included in the building permit application.
10. A final utility and grading plan shall be submitted and approved by the City Engineer, City Water Department, Fire District, and SBWRD District prior to issuance of a building permit. Existing water service will need to be evaluated and may need to be upgraded to meet fire flow requirements for the proposed uses and required fire sprinkler system.
11. A storm water and drainage plan shall be submitted and approved by the City Engineer prior to issuance of a building permit for construction on this property.
12. A construction mitigation plan (CMP) shall be submitted with the building permit application and shall identify how construction activity and construction parking impacts on the residential units and commercial uses will be mitigated. The CMP shall indicate where the temporary storage building will be relocated to during construction of the permanent building.
13. Access to the tunnel shall be maintained at all times consistent with the easement and notes on the plat and conditions identified herein.
14. Access to the Spiro Tunnel shall be provided to Park City. Access shall facilitate equipment and vehicles as needed for operations and requires as a minimum:
 - a. Clear unobstructed access to the proposed shed remodel for a minimum width of 15 feet.
 - b. Paved access from the private drive to the proposed tunnel shed capable of supporting H2O loadings.
 - c. Mine rail tracks shall extend to within 10 feet of the existing private drive and shall be fully functional for mine rail cars.
 - d. Provide a 5 foot minimum clearance on either side of the mine rail tracks.
 - e. Access to the proposed tunnel shed shall be restricted to Park City authorized personnel.
15. Proposed building improvements shall meet Utah DDW (Division of Drinking Water) and Park City's tunnel access security requirements. Building plans shall require Park City Water review and approval with respect to meeting all such security requirements.
16. A note shall be added to the plat indicating that the proposed shed remodel shall provide for adequate ventilation of the mine.
17. A note shall be added to the plat indicating that existing rails are the property of Park City for use in tunnel access maintenance.
18. The applicant is required to maintain security to the Spiro Tunnel during all proposed construction activities. The specifics of this security maintenance shall be provided with the building permit application.
19. A 30 feet wide, minimum, water line and tunnel access easement extending from the proposed shed remodel to the existing private drive shall be provided on the plat prior to recordation and a 10 feet wide, minimum, waterline and tunnel access easement within the proposed shed remodel to the tunnel entrance shall be provided on the plat prior to recordation. The final language shall be approved by the City Attorney and City Engineer prior to plat recordation.
20. The plat shall include language, in a form approved by the City Attorney, indicating that the tunnel access and operations may result in disturbances, such as

construction activities, noise, fumes, etc., to the proposed office and storage uses, which may occur at any time and the City, shall be held harmless for such impacts.

21. Park City's access, for the purpose of water line operation and maintenance and for tunnel access, along with the existing private drive shall be clarified and noted on the plat prior to recordation.
22. Park City shall be held harmless from claims resulting from tunnel related occurrences, such as flooding and other such occurrences and this shall be noted on the plat prior to recordation.
23. If relocation of any water lines is necessary for construction of Building S the lines shall be relocated prior to building permit issuance and only upon approval of a final utility plan by the City Engineer.
24. All easements and encumbrances as identified in the current Title Report and as required by the City Engineer for utilities, access, and for exclusive use by the Park City Water Department shall be identified on the final mylar, to be verified and approved by the City Engineer prior to plat recordation.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this _____ day of _____, 2015.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

Marci Heil, City Recorder

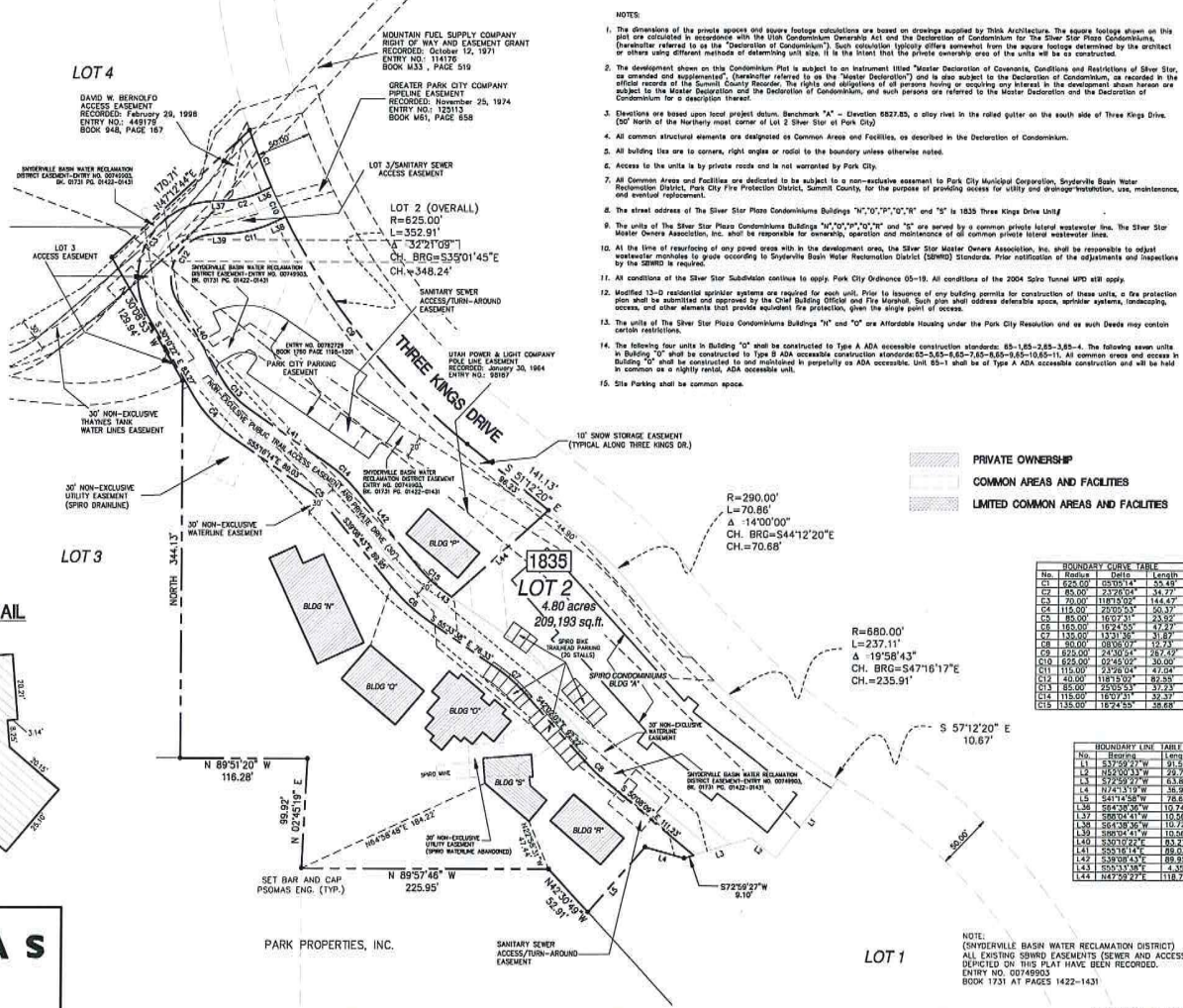
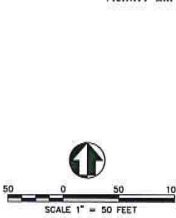
APPROVED AS TO FORM:

Mark Harrington, City Attorney

Exhibit A- amended plat

EXHIBIT A

THE SILVER STAR PLAZA CONDOMINIUMS BUILDINGS "N","O","P","Q" AND "R" FIRST AMENDMENT AMENDING SHEET 1 AND ADDING SHEET 2A (BUILDING "S")



SURVEYOR'S CERTIFICATE

I, Brian D. Arnold, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate No. 187007 as prescribed by the laws of the State of Utah, and that I have caused the same to be made under my direction and the authority of the owner(s), this Condominium Plat of THE SILVER STAR PLAZA CONDOMINIUMS, BUILDINGS "N","O","P","Q" AND "R", FIRST AMENDMENT, a Utah Condominium Project, in accordance with the provisions of the Utah Condominium Ownership Act. I further certify that the information shown herein is correct.



LEGAL DESCRIPTION

All of Lot 2, SILVER STAR AT PARK CITY MINOR SUBDIVISION, according to the official plat thereof recorded June 9, 2005 as Entry No. 738970 of the official records in the office of the Summit County Recorder. Base of Bearing is identical to that shown on said Silver Star at Park City Subdivision.

Less and excepting that portion of said Lot 2, recorded October 6, 2005 as the Spira Condominiums Building "A", Entry Number 733527 of the official records in the office of the Summit County Recorder, being more particularly described as follows:

BEGINNING at the Southeast corner of said Lot 2; Thence 537°59'27"W 91.50 feet; Thence N52°00'33"W 29.77 feet; Thence S72°59'27"W 54.77 feet; Thence N50°09'09"W 111.13 feet; Thence Northwesterly 12.73 feet along the arc of a 90.00 foot radius curve to the right (center bears N39°31'31"E) through a central angle of 0°06'07"; Thence N42°02'02"W 92.22 feet; Thence Northwesterly 31.87 feet along the arc of a 135.00 foot radius curve to the left (center bears S47°30'00"W) through a central angle of 1°33'34"; Thence N50°33'38"W 78.33 feet; Thence Northwesterly 47.27 feet along the arc of a 165.00 foot radius curve to the right (center bears N34°26'22"E) through a central angle of 1°24'55"; Thence N50°08'43"W 89.85 feet; Thence Northwesterly 23.92 feet along the arc of a 85.00 foot radius curve to the left (center bears S50°11'17"W) through a central angle of 1°07'31"; Thence N52°18'14"W 89.03 feet; Thence Northwesterly 50.37 feet along the arc of a 115.00 foot radius curve to the right (center bears N34°43'40"E) through a central angle of 0°24'52"; Thence S54°30'30"W 10.72 feet; Thence Westerly 47.04 feet along the arc of a 70.00 foot radius curve to the right (center bears N59°49'38"E) through a central angle of 1°18'10"; Thence N48°04'41"E 10.56 feet; Thence Easterly 34.77 feet along the arc of a 85.00 foot radius curve to the left (center bears N01°50'18"W) through a central angle of 2°32'04"; Thence N44°47'47 feet along the arc of a 70.00 foot radius curve to the right (center bears N59°49'38"E) through a central angle of 1°18'10"; Thence S50°12'22"E 83.27 feet; Thence Southeasterly 37.23 feet along the arc of a 85.00 foot radius curve to the left (center bears N59°49'38"E) through a central angle of 0°20'50"; Thence S52°18'14"E 89.03 feet; Thence Southeasterly 32.37 feet along the arc of a 115.00 foot radius curve to the right (center bears S34°43'40"E) through a central angle of 1°07'31"; Thence S39°05'43"E 89.95 feet; Thence Southeasterly 38.68 feet along the arc of a 135.00 foot radius curve to the left (center bears N50°11'17"E) through a central angle of 1°24'55"; Thence S52°33'38"E 4.30 feet; Thence N47°59'27"E 118.72 feet to the Westerly Right-of-Way line of Three Kings Drive. Thence consistent with said Right-of-Way line the following four (4) courses: (1) S51°12'20"E 44.80 feet; (2) Southeasterly 70.86 feet along the arc of a 200.00 foot radius curve to the right (center bears S38°47'40"W) through a central angle of 1°40'00" to a point of reverse curvature; (3) Southeasterly 237.11 feet along the arc of a 650.00 foot radius curve to the left (center bears N52°43'04"E) through a central angle of 1°28'42"; (4) S57°12'20"E 10.87 feet to the POINT OF BEGINNING.

Development Parcel (2) Contains 3.29 acres.
Less and Excepting Parcel Contains 1.51 acres.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, Silver Star Plaza Condominiums Homeowners Association, the owner of the tract of land described herein as the SILVER STAR PLAZA CONDOMINIUMS, BUILDINGS "N","O","P","Q" AND "R", FIRST AMENDMENT, a Utah Condominium Project, located on said tract of land, hereby certifies that it has caused this Plat to be made and this Condominium Plat consisting of two (2) sheets to be prepared, and does hereby consent to the recordation of this Condominium Plat and submit this property to the Utah Condominium Ownership Act.

The owner certifies that the buildings shown on this plat, but not under construction at the time this plat was recorded, will, when completed, be substantially as shown on this plat.

In witness whereof the undersigned has executed this certificate and dedication this ____ day of _____, 20____.

HOME OWNERS ASSOCIATION-SILVER STAR PLAZA CONDOMINIUMS.

By:

Title:

ACKNOWLEDGMENT

State of _____; ss:

County of _____

On this ____ day of _____, 20____, personally appeared before me

_____, who, being by me duly sworn, did acknowledge to me that he/she is the _____ of _____, and that the within and foregoing instrument was signed in behalf of said association by authority of the Articles of Organization, and said _____ acknowledged to me that said company executed the same.

Notary Public

Reading in:

My commission expires:

RECEIVED
FEB 24 2015
PARK CITY PLANNING DEPT.

CONDOMINIUM PLAT THE SILVER STAR PLAZA CONDOMINIUMS BUILDINGS "N","O","P","Q" AND "R" FIRST AMENDMENT

A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASIN & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

SHEET 1 OF 2

PSOMAS

4179 South Riverhead Road, Suite 200
Salt Lake City, Utah 84123
(801) 270-5777 (801) 270-5782 (FAX)

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS _____ DAY OF _____, 20____.
BY _____ S.B.W.R.D.

PLANNING COMMISSION
APPROVED BY THE PARK CITY PLANNING COMMISSION THIS _____ DAY OF _____, 20____.
BY _____ CHAIRMAN

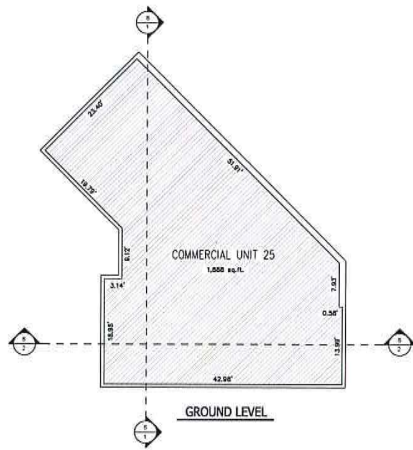
CITY ENGINEER
THIS PLAN IS IN ACCORDANCE WITH INFORMATION ON FILE IN THE PARK CITY ENGINEERING DEPARTMENT THIS _____ DAY OF _____, 20____.
BY _____ CITY ENGINEER

APPROVAL AS TO FORM
APPROVED AS TO FORM THIS _____ DAY OF _____, 20____.
BY _____ PARK CITY ATTORNEY

CERTIFICATE OF ATTEST
I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS _____ DAY OF _____, 20____.
BY _____ PARK CITY RECORDER

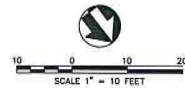
COUNCIL APPROVAL AND ACCEPTANCE
APPROVED AND ACCEPTED BY THE PARK CITY COUNCIL THIS _____ DAY OF _____, 20____.
MAYOR _____

RECORDED
ENTRY NO. _____ BOOK _____ PAGES _____
STATE OF UTAH
COUNTY OF SUMMIT
RECORDED AND FILED AT THE REQUEST OF:
COUNTY RECORDER

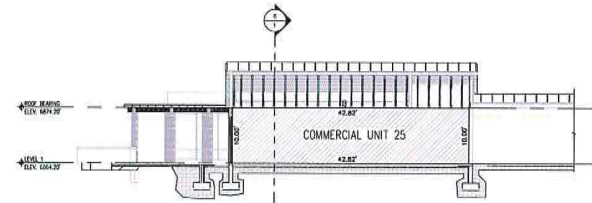


UNIT SQUARE FOOTAGE

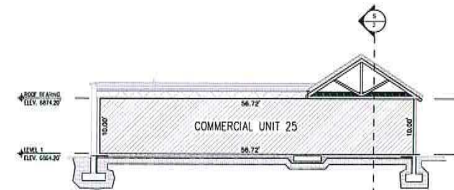
UNIT NUMBER	TOTAL SQUARE FOOTAGE
25	1,000 sq. ft.



- PRIVATE OWNERSHIP
- COMMON AREAS AND FACILITIES
- LIMITED COMMON AREAS AND FACILITIES



SECTION S-2



SECTION S-1

CONDOMINIUM PLAT
THE SILVER STAR PLAZA CONDOMINIUMS
BUILDINGS "N", "O", "P", "Q" AND "R"
FIRST AMENDMENT
A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH



SHEET 2A - FIRST AMENDMENT

RECORDED

ENTRY NO. _____ BOOK _____ PAGES _____

STATE OF _____

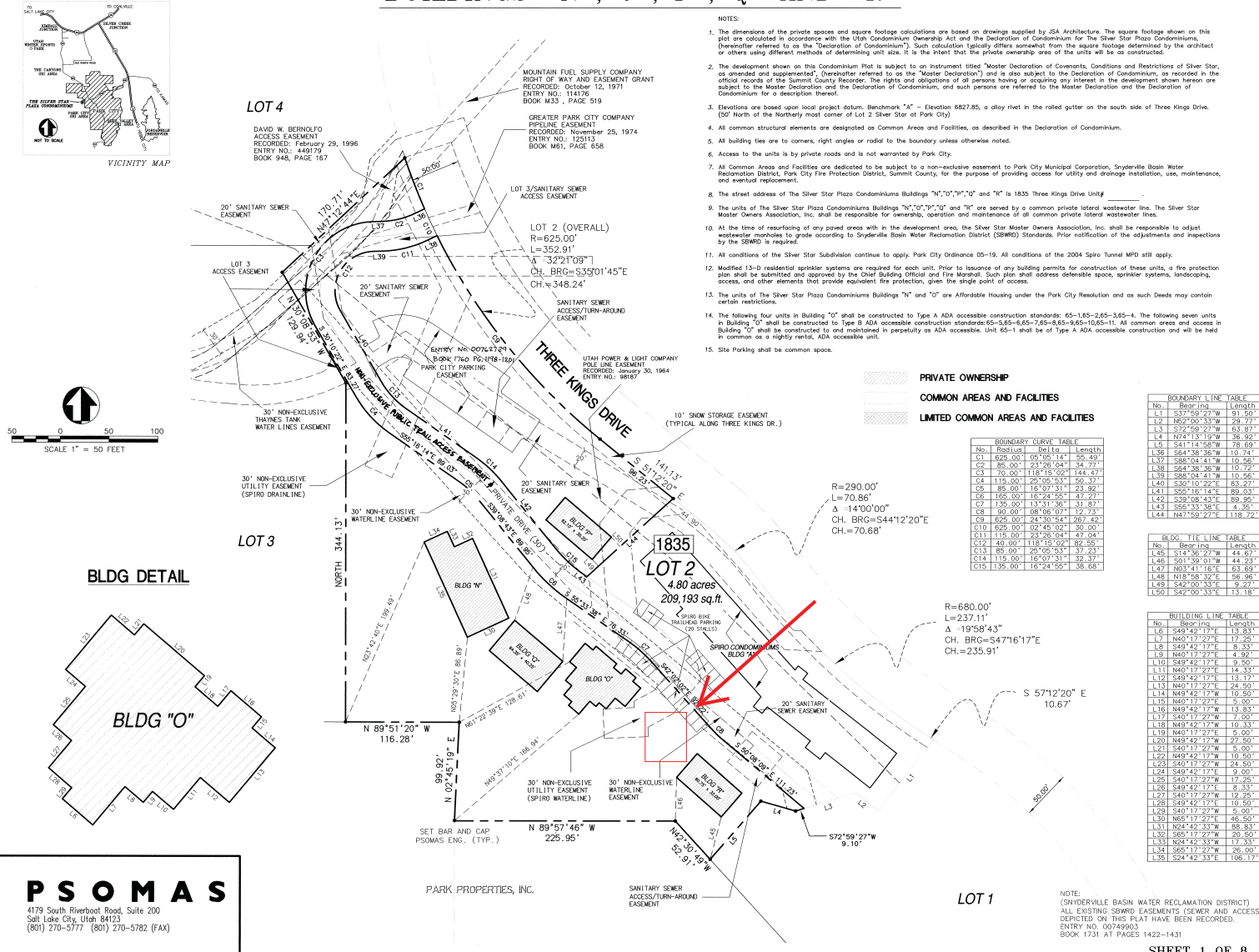
COUNTY OF _____

RECORDED AND FILED AT THE REQUEST OF: _____

COUNTY RECORDER

EXHIBIT B

THE SILVER STAR PLAZA CONDOMINIUMS
BUILDINGS "N", "O", "P", "Q" AND "R"



- NOTES:
- The dimensions of the private spaces and square footage calculations are based on drawings supplied by JSA Architecture. The square footage shown on this plan is calculated in accordance with the Utah Condominium Ownership Act and the Declaration of Condominium for the Silver Star Plaza Condominiums (hereinafter referred to as the "Declaration of Condominium"). Such calculation typically differs somewhat from the square footage determined by the architect or others using different methods of determining unit size. It is the intent that the private ownership area of the units will be as constructed.
 - The development shown on this Condominium Plat is subject to an instrument titled "Master Declaration of Covenants, Conditions and Restrictions of Silver Star Plaza, as amended and supplemented", (hereinafter referred to as the "Master Declaration") and is also subject to the Declaration of Condominium, as recorded in the official records of the Summit County Recorder. The rights and obligations of all persons having or acquiring any interest in the development shown herein are subject to the Master Declaration and the Declaration of Condominium, and such persons are referred to the Master Declaration and the Declaration of Condominium for a description thereof.
 - Elevations are based upon local project datum. Benchmark "A" - Elevation 827.85, a clay rivet in the rolled gutter on the south side of Three Kings Drive. (50' North of the Northerly most corner of Lot 2 Silver Star at Park City).
 - All common structural elements are designated as Common Areas and Facilities, as otherwise noted in the Declaration of Condominium.
 - All building lines to corners, right angles or radial to the boundary unless otherwise noted.
 - Access to the units is by private roads and is not warranted by Park City.
 - All Common Areas and Facilities are dedicated to be subject to a non-exclusive easement to Park City Municipal Corporation, Snyderville Basin Water Reclamation District, Park City Fire Protection District, Summit County, for the purpose of providing access for utility and drainage installation, use, maintenance, and eventual replacement.
 - The street address of the Silver Star Plaza Condominiums Buildings "N", "O", "P", "Q" and "R" is 1835 Three Kings Drive Unit #_____.
 - The units of the Silver Star Plaza Condominiums Buildings "N", "O", "P", "Q" and "R" are served by a common private lateral wastewater line. The Silver Star Master Owners Association, Inc. shall be responsible for ownership, operation and maintenance of all common private lateral wastewater lines.
 - At the time of resurfacing of any paved areas within the development area, the Silver Star Master Owners Association, Inc. shall be responsible to adjust wastewater manholes to grade according to Snyderville Basin Water Reclamation District (SBWRD) Standards. Prior notification of the adjustments and inspections by the SBWRD is required.
 - All conditions of the Silver Star Subdivision continue to apply. Park City Ordinance 05-19. All conditions of the 2004 Spira Tunnel MJD still apply.
 - Modified 13-D residential sprinkler systems are required for each unit. Prior to issuance of any building permits for construction of these units, a fire protection plan shall be submitted and approved by the Chief Building Official and Fire Marshal. Such plan shall address defensible space, sprinkler systems, landscaping, access, and other elements that provide equivalent fire protection, given the single point of access.
 - The units of the Silver Star Plaza Condominiums Buildings "N" and "O" are Affordable Housing under the Park City Resolution and as such Deeds may contain certain restrictions.
 - The following four units in Building "O" shall be constructed to Type A ADA accessible construction standards: 65-165-265-465. The following seven units in Building "O" shall be constructed to Type B ADA accessible construction standards: 65-655-855-755-855-955-1055-11. All common areas and access in Building "O" shall be constructed to and maintained in perpetuity as ADA accessible. Unit 65-1 shall be of Type A ADA accessible construction and will be held in common as a rigidity rental. ADA accessible unit.
 - Site Parking shall be common space.

PRIVATE OWNERSHIP
COMMON AREAS AND FACILITIES
LIMITED COMMON AREAS AND FACILITIES

BOUNDARY CURVE TABLE

No.	Bear. Ang.	Length
C1	62°00'22" W	29.77
C2	62°00'22" W	29.77
C3	62°00'22" W	29.77
C4	62°00'22" W	29.77
C5	62°00'22" W	29.77
C6	62°00'22" W	29.77
C7	62°00'22" W	29.77
C8	62°00'22" W	29.77
C9	62°00'22" W	29.77
C10	62°00'22" W	29.77
C11	62°00'22" W	29.77
C12	62°00'22" W	29.77
C13	62°00'22" W	29.77
C14	62°00'22" W	29.77
C15	62°00'22" W	29.77

BUILDING LINE TABLE

No.	Bear. Ang.	Length
L1	62°00'22" W	29.77
L2	62°00'22" W	29.77
L3	62°00'22" W	29.77
L4	62°00'22" W	29.77
L5	62°00'22" W	29.77
L6	62°00'22" W	29.77
L7	62°00'22" W	29.77
L8	62°00'22" W	29.77
L9	62°00'22" W	29.77
L10	62°00'22" W	29.77
L11	62°00'22" W	29.77
L12	62°00'22" W	29.77
L13	62°00'22" W	29.77
L14	62°00'22" W	29.77
L15	62°00'22" W	29.77
L16	62°00'22" W	29.77
L17	62°00'22" W	29.77
L18	62°00'22" W	29.77
L19	62°00'22" W	29.77
L20	62°00'22" W	29.77

BUILDING LINE TABLE

No.	Bear. Ang.	Length
L1	62°00'22" W	29.77
L2	62°00'22" W	29.77
L3	62°00'22" W	29.77
L4	62°00'22" W	29.77
L5	62°00'22" W	29.77
L6	62°00'22" W	29.77
L7	62°00'22" W	29.77
L8	62°00'22" W	29.77
L9	62°00'22" W	29.77
L10	62°00'22" W	29.77
L11	62°00'22" W	29.77
L12	62°00'22" W	29.77
L13	62°00'22" W	29.77
L14	62°00'22" W	29.77
L15	62°00'22" W	29.77
L16	62°00'22" W	29.77
L17	62°00'22" W	29.77
L18	62°00'22" W	29.77
L19	62°00'22" W	29.77
L20	62°00'22" W	29.77

NOTE:
(SNYDERVILLE BASIN WATER RECLAMATION DISTRICT)
ALL EXISTING SBWRD EASEMENTS (CROSS AND ACCESS)
DEPICTED ON THIS PLAT HAVE BEEN RECORDED.
ENTRY NO. 00749003
BOOK 1731 AT PAGES 1422-1431

SHEET 1 OF 8

SURVEYOR'S CERTIFICATE

I, Brian D. Arnold, do hereby certify that I am a Registered Land Surveyor and that I hold Certificate No. 187007, as prescribed by the laws of the State of Utah, and that I have caused the same to be made under my direction and by the authority of the owner(s), this Condominium Plat of THE SILVER STAR PLAZA CONDOMINIUMS, BUILDINGS "N", "O", "P", "Q" and "R" a Utah Condominium Project, in accordance with the provisions of the Utah Condominium Ownership Act. I further certify that the information shown herein is correct.

JUNE 13, 2007
DATE



LEGAL DESCRIPTION

All of Lot 2, SILVER STAR AT PARK CITY MINOR SUBDIVISION, according to the official plat thereof recorded June 9, 2005 on Entry No. 738970 of the official records in the office of the Summit County Recorder. Basis of Bearing is identical to that shown on said Silver Star at Park City Subdivision.

Less and excepting that portion of said Lot 2, recorded October 6, 2005 as the Spira Condominiums Building "A", Entry Number 753627 of the official records in the office of the Summit County Recorder, being more particularly described as follows:

BEGINNING at the Southeast corner of said Lot 2; Thence S37°59'27" W 91.50 feet; Thence N52°00'33" W 29.77 feet; Thence S72°59'27" W 54.77 feet; Thence N50°08'09" W 111.23 feet; Thence Northwesterly 12.73 feet along the arc of a 90.00 foot radius curve to the right (center bears N39°51'51"E) through a central angle of 0°06'07"; Thence N42°02'02" W 92.22 feet; Thence Northwesterly 31.87 feet along the arc of a 135.00 foot radius curve to the left (center bears S47°57'58" W) through a central angle of 1°31'36"; Thence N05°33'38" W 76.33 feet; Thence Northwesterly 47.27 feet along the arc of a 185.00 foot radius curve to the right (center bears N34°26'22"E) through a central angle of 1°24'55"; Thence N39°08'43" W 89.95 feet; Thence Northwesterly 23.92 feet along the arc of a 85.00 foot radius curve to the left (center bears S55°51'17" W) through a central angle of 1°07'31"; Thence N51°16'14" W 89.03 feet; Thence Northwesterly 50.37 feet along the arc of a 115.00 foot radius curve to the right (center bears N34°43'46"E) through a central angle of 2°05'53"; Thence N50°22'24" W 83.27 feet; Thence Northwesterly 144.47 feet along the arc of a 70.00 foot radius curve to the right (center bears N59°49'38"E) through a central angle of 1°18'15'02"; Thence N88°04'41" W 10.56 feet; Thence Easterly 34.77 feet along the arc of a 85.00 foot radius curve to the left (center bears N01°55'19" W) through a central angle of 2°32'04"; Thence N64°38'36" E 10.74 feet to the Westerly Right-of-Way line of Three Kings Drive; Thence coincident with said Right-of-Way line Southerly 30.00 feet along the arc of a 625.00 foot radius curve to the left (center bears N60°33'38" E) through a central angle of 02°42'42"; Thence S54°38'36" W 10.72 feet; Thence Northwesterly 47.04 feet along the arc of a 115.00 foot radius curve to the right (center bears N22°21'24" W) through a central angle of 2°32'04"; Thence S88°04'41" W 10.56 feet; Thence Southwesterly 144.47 feet along the arc of a 40.00 foot radius curve to the left (center bears S01°55'19" W) through a central angle of 1°18'15'02"; Thence S30°10'22" E 83.27 feet; Thence Northwesterly 37.23 feet along the arc of a 85.00 foot radius curve to the left (center bears N59°49'38"E) through a central angle of 2°05'53"; Thence S55°16'14" W 89.03 feet; Thence Southwesterly 32.37 feet along the arc of a 115.00 foot radius curve to the right (center bears S34°43'46"E) through a central angle of 1°07'31"; Thence S39°08'43" E 89.95 feet; Thence Southerly 38.68 feet along the arc of a 135.00 foot radius curve to the left (center bears N50°11'17"E) through a central angle of 1°24'55"; Thence S55°33'38" E 4.30 feet; Thence Northwesterly 118.72 feet to the Westerly Right-of-Way line of Three Kings Drive; Thence coincident with said Right-of-Way line the following four (4) courses (1) S51°12'20" E 44.90 feet (2) Southwesterly 70.86 feet along the arc of a 290.00 foot radius curve to the right (center bears S39°47'40" W) through a central angle of 1°40'00" to a point of reverse curvature (3) Southwesterly 237.11 feet along the arc of a 680.00 foot radius curve to the left (center bears N52°43'04"E) through a central angle of 1°58'43" (4) S57°12'20" E 10.67 feet to the POINT OF BEGINNING.

Development Parcels (2) Contain 3.29 acres.
Less and Excepting Parcel (2) Contain 1.51 acres.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT Paladin Development Partners, L.L.C., the owner of the tract of land described herein as the SILVER STAR PLAZA CONDOMINIUMS, BUILDINGS "N", "O", "P", "Q" and "R", a Utah Condominium Project, located on said tract of land, hereby certifies that it has caused this survey to be made and this Condominium Plat consisting of eight (8) sheets to be prepared, and does hereby consent to the recording of this Condominium Plat and submit this property to the Utah Condominium Ownership Act.

The owner certifies that the buildings shown on this plat, but not under construction at the time the plat was recorded, will, when completed, be substantially as shown on this plat.

In witness whereof the undersigned has executed this certificate and dedication this 5th day of November, 2007.

PALADIN DEVELOPMENT PARTNERS, L.L.C., a Utah Limited Liability Company.

By: Romy C. Murchio ROMY C. MURCHIO
Title: PARTNER

ACKNOWLEDGMENT

State of UTAH ss:
County of SUMMIT

On this 5th day of November, 2007, personally appeared before me Romy C. Murchio, who, being by me duly sworn, did acknowledge to me that he is a Principal of PALADIN DEVELOPMENT PARTNERS, L.L.C., a Limited Liability Company, and that the within and foregoing instrument was signed in behalf of said company by authority of its Articles of Organization, and said PARTNER acknowledged to me that said company executed the same.

Notary Public: Patricia Williams
Residing at: PARK CITY, UTAH
My commission expires: 6/20/2010



CONDOMINIUM PLAT
THE SILVER STAR PLAZA CONDOMINIUMS
BUILDINGS "N", "O", "P", "Q" AND "R"
A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHWEST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASIN & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

PSOMAS
4179 South Riverbend Road, Suite 200
Salt Lake City, Utah 84123
(801) 270-5777 (801) 270-5782 (FAX)

SNYDERVILLE BASIN WATER RECLAMATION DISTRICT
REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS 12th DAY OF November, 2007 A.D.
BY: S.B.W.R.D.

PLANNING COMMISSION
APPROVED BY THE PARK CITY PLANNING COMMISSION THIS 28th DAY OF November, 2007
BY: Mike J. Smith CHAIRMAN

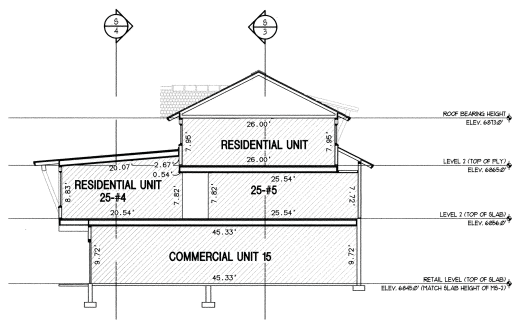
CITY ENGINEER
THIS PLAT IS IN ACCORDANCE WITH INFORMATION ON FILE IN THE PARK CITY ENGINEERING DEPARTMENT THIS 30th DAY OF NOVEMBER, 2007.
BY: Chris W. O'Brien CITY ENGINEER

APPROVAL AS TO FORM
APPROVED AS TO FORM THIS 3rd DAY OF February, 2008
BY: Rob S. Smith PARK CITY ATTORNEY

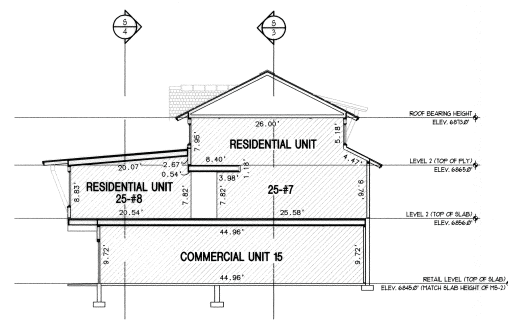
CERTIFICATE OF ATTEST
I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 30th DAY OF NOVEMBER
BY: Chris Williams PARK CITY RECORDER

COUNCIL APPROVAL AND ACCEPTANCE
APPROVED AND ACCEPTED BY THE PARK CITY COUNCIL THIS 30th DAY OF NOVEMBER, 2008
BY: Dana Williams MAYOR

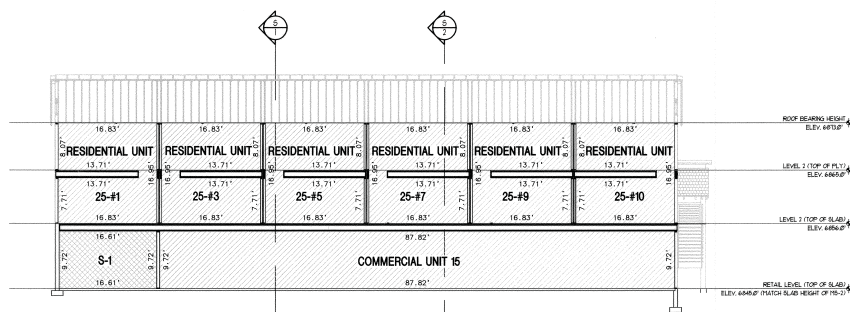
RECORDED
ENTRY NO. 837970 BOOK 1731 PAGES 1422-1431
STATE OF UTAH
COUNTY OF SUMMIT Date: 2-19-08 Time: 5:57 PM
RECORDED AND FILED AT THE OFFICE OF Equity Title
BY: Patricia Williams COUNTY RECORDER



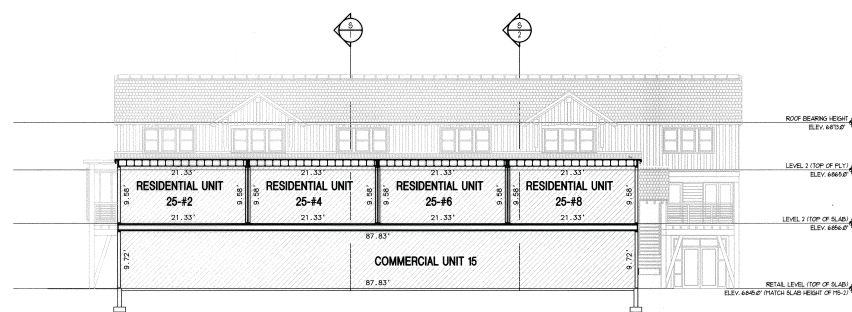
SECTION S-1



SECTION S-2



SECTION S-3



SECTION S-4

-  PRIVATE OWNERSHIP
-  COMMON AREAS AND FACILITIES
-  LIMITED COMMON AREAS AND FACILITIES

CONDOMINIUM PLAT
THE SILVER STAR PLAZA CONDOMINIUMS
BUILDING "N"
A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASIN & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

SHEET 3 OF 8

RECORDED

ENTRY NO. BOOK PAGES

ENTRY NO. 00837979

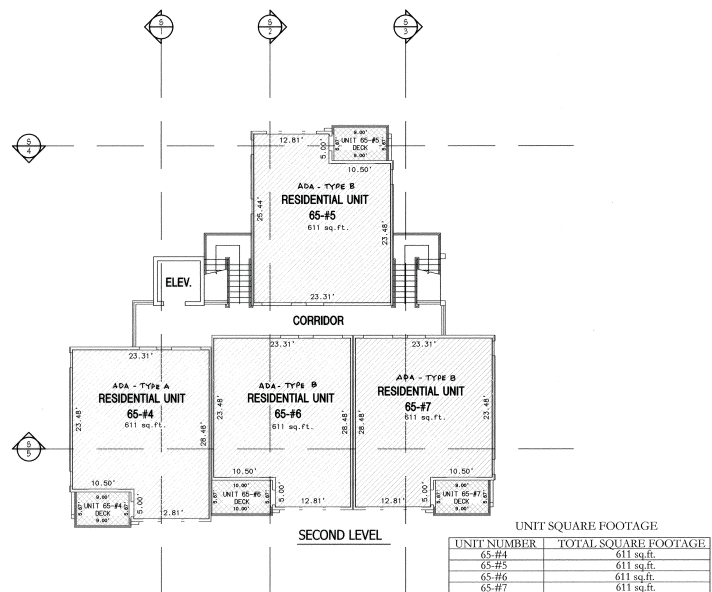
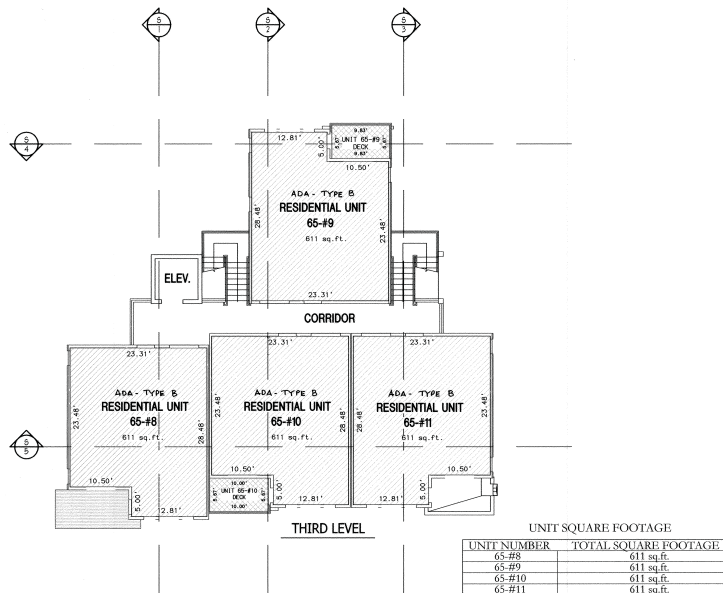
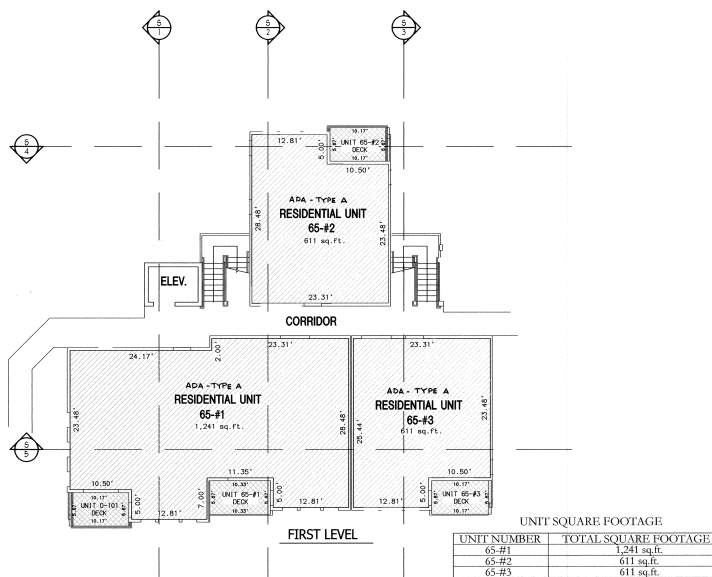
02/19/2008 03:37:25 PM 8: 1915 P: 0742

FILED: 2008 FEB 19 PM 3:37 BY: JESSIE L. TILLEY, UT

PLAT DESIGN: SUMMIT COUNTY RECORDERS

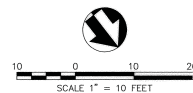
FILED: 2008 FEB 19 PM 3:37 BY: JESSIE L. TILLEY, UT

COUNTY RECORDER



BUILDING "O" TOTAL SQUARE FOOTAGE

UNIT NUMBER	TOTAL SQUARE FOOTAGE
65-#1	1,241 sq. ft.
65-#2	611 sq. ft.
65-#3	611 sq. ft.
65-#4	611 sq. ft.
65-#5	611 sq. ft.
65-#6	611 sq. ft.
65-#7	611 sq. ft.
65-#8	611 sq. ft.
65-#9	611 sq. ft.
65-#10	611 sq. ft.
65-#11	611 sq. ft.

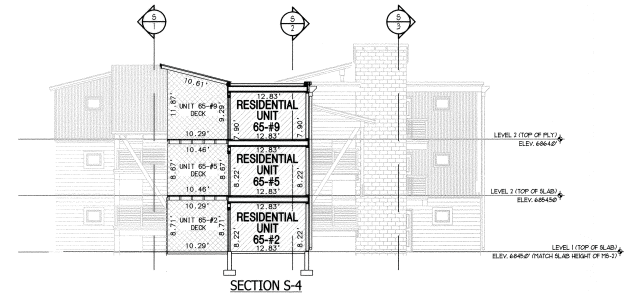
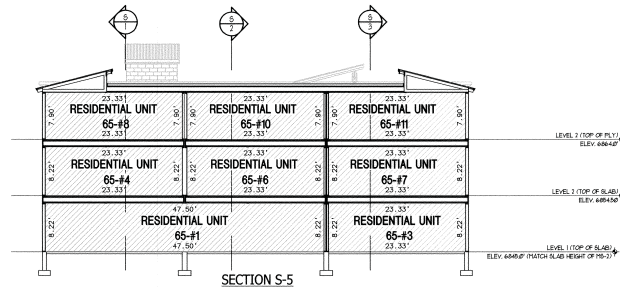
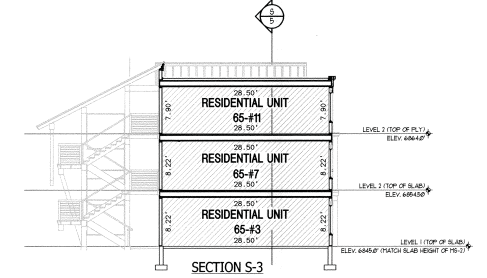
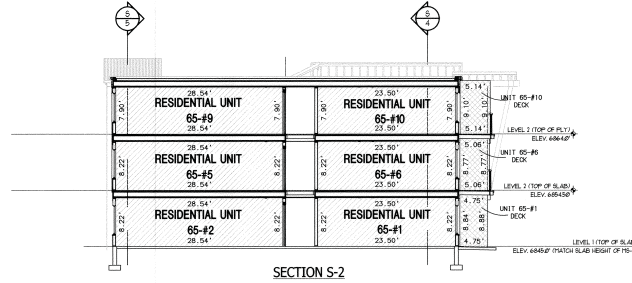
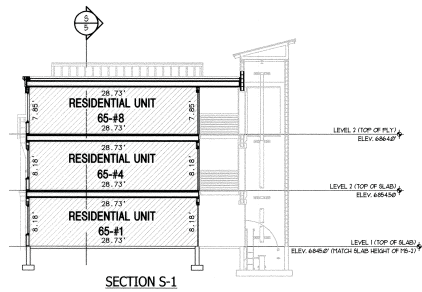


- PRIVATE OWNERSHIP
- COMMON AREAS AND FACILITIES
- LIMITED COMMON AREAS AND FACILITIES

CONDOMINIUM PLAT
THE SILVER STAR PLAZA CONDOMINIUMS
BUILDING "O"
 A UTAH CONDOMINIUM PROJECT
 LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
 TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
 PARK CITY, SUMMIT COUNTY, UTAH

SHEET 4 OF 8

RECORDED	
ENTRY NO. 00837979	PAGES 0792
COUNTY RECORDER	



-  PRIVATE OWNERSHIP
-  COMMON AREAS AND FACILITIES
-  LIMITED COMMON AREAS AND FACILITIES

CONDOMINIUM PLAT THE SILVER STAR PLAZA CONDOMINIUMS BUILDING "O"

A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASIN & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

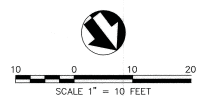
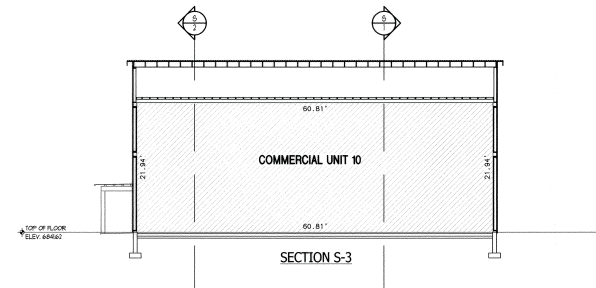
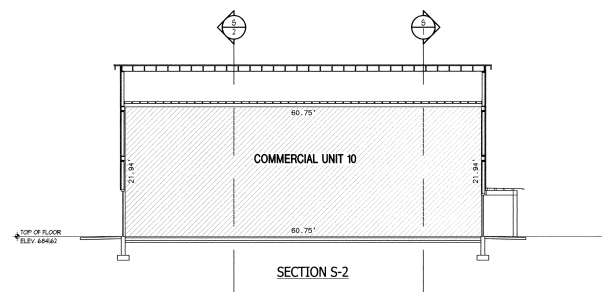
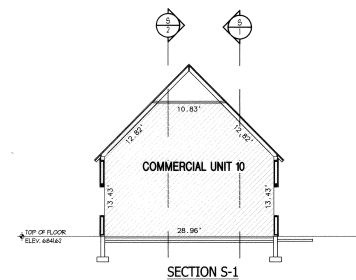
SHEET 5 OF 8

RECORDED

ENTRY NO. 00837979

FILED FOR RECORD
PLAN, PREPARED BY SUMMIT COUNTY RECORDS
DATE: 05/18/2010 10:00 AM
COUNTY: SUMMIT

COUNTY RECORDER



 PRIVATE OWNERSHIP
 COMMON AREAS AND FACILITIES
 LIMITED COMMON AREAS AND FACILITIES

CONDOMINIUM PLAT
THE SILVER STAR PLAZA CONDOMINIUMS
BUILDING "P"

A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

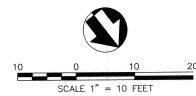
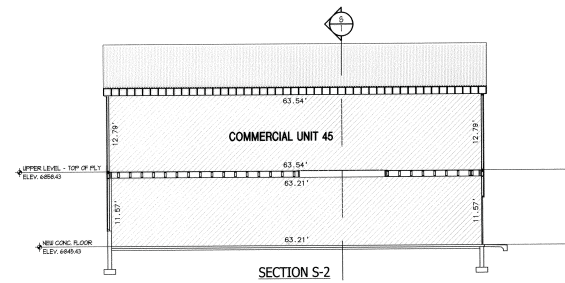
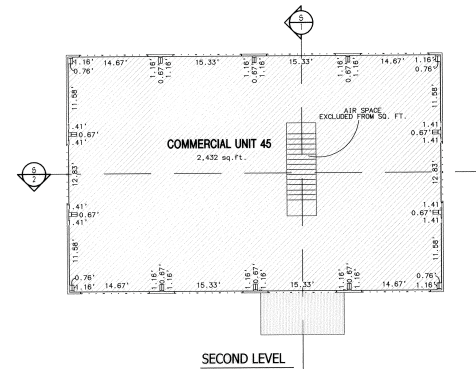
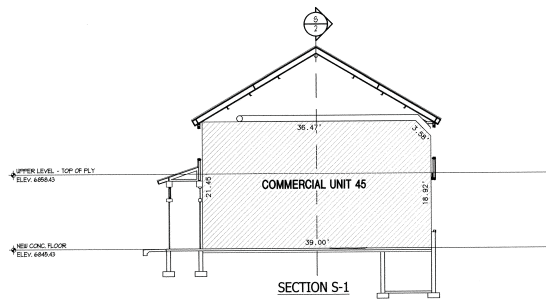
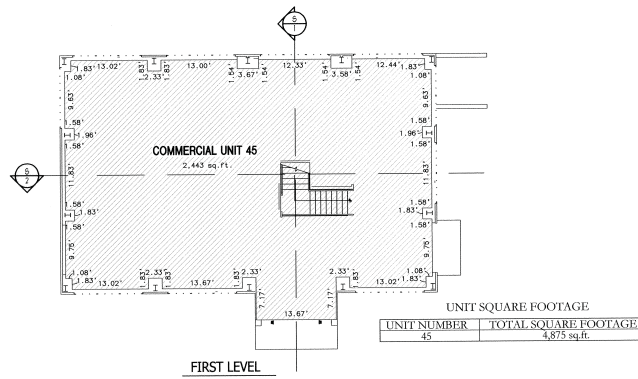
SHEET 6 OF 8

RECORDED

ENTRY NO. 00837979

SI 02/19/2008 03:37:25 PM B: 1
Plat PAGE 1/1
CLAW SPRINGS, SUMMIT COUNTY RECORDER
FEE 267.00 BY EQUITY TITLE UT
RE

COUNTY RECORDER



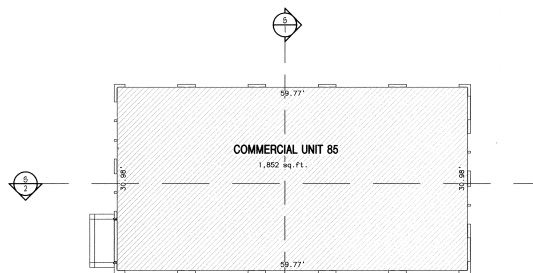
- PRIVATE OWNERSHIP
- COMMON AREAS AND FACILITIES
- LIMITED COMMON AREAS AND FACILITIES

CONDOMINIUM PLAT
THE SILVER STAR PLAZA CONDOMINIUMS
BUILDING "Q"
A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

SHEET 7 OF 8

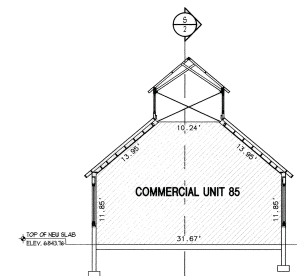
RECORDED
ENTRY NO. 00837979
22/05/2008 05:37:25 PM B. 1915 P. 0762
PLAN SECTION SUMMIT COUNTY RECORDER
FILED 05/05/2008 COUNTY CLERK'S OFFICE

COUNTY RECORDER

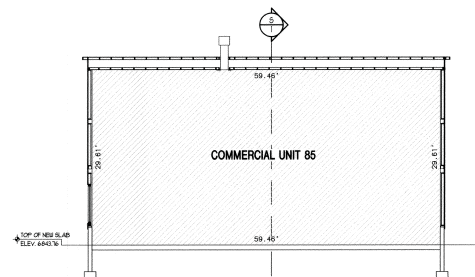


UNIT SQUARE FOOTAGE	
UNIT NUMBER	TOTAL SQUARE FOOTAGE
85	1,852 sq. ft.

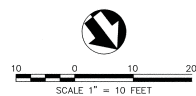
FIRST LEVEL



SECTION S-1



SECTION S-2



-  PRIVATE OWNERSHIP
-  COMMON AREAS AND FACILITIES
-  LIMITED COMMON AREAS AND FACILITIES

CONDOMINIUM PLAT THE SILVER STAR PLAZA CONDOMINIUMS BUILDING "R"

A UTAH CONDOMINIUM PROJECT
LOCATED IN THE SOUTHEAST QUARTER OF SECTION 8,
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE & MERIDIAN
PARK CITY, SUMMIT COUNTY, UTAH

SHEET 8 OF 8

RECORDED

ENTRY NO. 00837979

02/19/2006 03:57:25 PM S. 1919 P. 0742
PLAT PAGE 1/1
FILED - COUNTY OF SUMMIT COUNTY, UTAH



COUNTY RECORDER



Think Architecture Plat Application January 2015

Project Description

1. Provide a written statement describing the request and any other information pertaining to the conversion of the proposed project.

The Silver Star Realty and Water reclamation shed. The Silver Star Village was created on the site of (3) significant historic buildings. Each in turn has been restored and adapted to new uses. Left on the site area (2) mine entrances, the Spiro mine shaft and the Three Kings mine shaft. There is a boiler building at the village entrance and many mining artifacts placed around the site. It is an important site in regards to the history of mining in Park City and it has been the goal since 2003 to maintain and celebrate the site's history.

The last piece of the site to be rehabilitated is the Spiro mine shack. The Spiro mine shaft exits into a small 20'x32' gabled shed with a covered corridor connecting to the shaft opening. The building is currently used to store materials left from the village construction and as an entrance for the water department to access the mine. The water department currently uses this entrance for the electrical power access.

The structure is a wood frame which rests on the bare ground. The exterior cladding is a mix of ship lap siding laid on angle and galvanized corrugated metal. The roof is galvanized corrugated metal.

The proposal for the project is to remove the existing frame and rebuild the shaft entrance for (2) uses. The first use will be to maintain an entrance and staging area for the water department. This access would enter from a new entrance on the North facing of the housing project. The second use will be a commercial space which will be the main area of the shed with a glass wall separating the mine entrance and commercial space. An addition is proposed to the South which is to set back with a flat roof to distinguish the old from the new. The rebuilt structure will utilize the same wood siding on the facade as well as the corrugated metal roofing. The mine carts are proposed to be used as art pieces and as a reception desk. The tracks from the mine would be cast into the concrete floor of the space and extend through the front to the entry plaza. The interior structure is proposed to be designed in such a way that the roof trusses will be exposed. The additional track left at the site would be used as trellis material. The project goal is to celebrate this unique feature of the site; to organize the materials left and make useful what is currently avoided. We think the proposed plan will do this and further strengthen the historic value of the Silver Star Village.

2. Existing Zoning: Residential Development medium density

3. Is the property in the Sensitive Lands Overlay? No

4. Current Use of Property: The building is currently used to store materials left from the village construction and as an entrance for the water department to access the mine. The water department currently uses this entrance for the electrical power process. Lloyd Popp of the Water Department said the entrance with the shed is referred to as the north portal and the other is labeled the south portal. He mentioned the north

portal entrance to the mine is used very rarely and most of the time Water Department workers enter through the south portal.

5. **Project originally approved as:** Master Planned Development
6. **Year Constructed:** Silver Star Village constructed 2006
7. **Total Project Area:** The Silver Star Village sits on 18.3 acres.
8. **Number and configuration of residential units:** Not applicable
9. **Commercial Area:**
 - a. Leasable area – 1,888 sq. ft.
 - b. Gross area – 2,260 sq. ft.
 - c. Existing Mine entrance – 615 sq. ft.
10. **Number of parking spaces per Title 15 Land Management Code, Chapter 3, Off Street Parking:** Stalls provided per master plan development. 110 shared surface stalls
11. **Project Access via:** Public Road
12. **Occupancy type:** Lease

September 30, 2014

Kirsten Whetstone
Park City Building Department
445 Marsac
P.O. Box 1480
Park City, Utah 84060

Kirsten,

My name is Alan Long and I am the applicant for the Silver Star Mine Shack Real Estate office renovation. I have been an owner at Silver Star since 2009 and I have had a license in real estate since 1979. Last year, when I purchased the Silver Star Ski Shop and a two bedroom affordable condo from the developers of Silver Star I also purchased their plans, with the City's approval, to renovate the Mine Shack into a real estate office.

I have opened many real estate offices in the past and because of my fondness for Silver Star and my neighbors I thought this would be a good fit. The purpose of the office will be to deal with the sales of Silver Star homes. We will not be doing Property Management or rentals. Currently, when you go to the Multiple Listing Service for Silver Star, you will find only two homes for sale. The on-site real estate office will have access to the more than 120 homes in Silver Star! The more homes we have access to, the more we can keep the prices trending higher, benefitting all Silver Star homeowners.

The area between the Ski Shop and affordable housing that includes the elevated, refrigerated unit takes away from the appealing aesthetic of the Silver Star community. The new renovated structure will incorporate and completely hide the refrigerated unit, allowing the Silver Star Café to continue functioning successfully. The real estate office has more potential than the current mine shaft and refrigerated unit to provide multiple benefits. Park City will now receive property taxes that are not being generated by the existing structures and homeowner dues will be paid to the Silver Star Home Owner's Association.

The office will be open Monday to Friday 9 to 5. A receptionist will not be required; all inquiries go to the listing agent's email or cell phone. The office will have two real estate agents and myself, each of us will take a different day of the week to staff the office. No additional staff is required as agents upload their listings themselves to the Multiple Listing Service and to the internet. I will also be saving the Silver Star community a parking spot; I live up the street and plan to leave my car inside my garage. I can walk or ski down plus, Silver Star has a courtesy shuttle for all homeowners.



In summation, as a real estate office, the renovated structure will serve the owners of Silver Star by maintaining high property values, esthetically add to the development, create revenue for the HOA and property taxes for Park City and also give the Water Department access through a now stable structure. Based on all the above I am hopeful that the Planning Department will approve this project.

Thank you for your time and consideration,

A handwritten signature in blue ink, appearing to read "Alan Long", with a stylized, flowing script.

Alan Long



October 28, 2014

Alan Long
809 6th Avenue
Venice, CA 90291

Johnny Shirley
Think Architecture
5151 S. 900 E., Suite 200
Salt Lake City, UT 84117

NOTICE OF PLANNING COMMISSION ACTION

<u>Application #</u>	PL-14-02329
<u>Address</u>	1825 Three Kings Drive
<u>Description</u>	Conditional Use Permit
<u>Action Taken</u>	Approved with conditions
<u>Date of Action</u>	October 22, 2014

On October 22, 2014, the Park City Planning Commission called a meeting to order, a quorum was established, a public meeting was held, and the Planning Commission approved your application based on the following findings of fact, conclusions of law, and conditions of approval:

Findings of Fact

1. The subject property is located at 1825 Three Kings Drive.
2. The property is located in the Residential Development Medium density (RDM) zoning district and within the Spiro Tunnel Master Planned Development (aka Silver Star MPD).
3. The project site is located within the Residential Development Medium Density (RDM) zoning district. Office uses are allowed with an MPD. The Spiro Tunnel MPD and CUP approved office uses at this site and no MPD amendment is required for this proposed CUP application.
4. On October 27, 2004, the Planning Commission approved the Spiro Tunnel Master Planned Development and Conditional Use Permit for a mixed use development consisting of 97 residential unit equivalents (74 condominium units, 22 cottage units and one single family house with guest); an artist-in-residence campus with up to 14,500 sf of offices, studios, and gallery retail space; support

commercial uses and support meeting space; and 16.11 (AUE) of affordable housing units (21 units in Buildings N and O).

5. Support commercial and support meeting space (up to 10% of the total residential floor area is 19,400 sf based on a total of 97 residential UE) was specifically allowed during the MPD approval for the Silver Star project, as the project was considered a nightly rental condominium project.
6. The CUP is subject to the Silver Star Plaza Condominiums Buildings N, O, P, Q, and R condominium plat approved by City Council on November 30, 2006 and recorded at Summit County on February 19, 2008. The building is located in the common area of this condominium plat and is currently owned by the Silver Star Plaza Condominiums Homeowner's Association.
7. The existing single story historic mine shed consists of approximately 615 square feet. The proposed single story addition consists of approximately 1,645 square feet of gross floor area, including 1,325 sf for office uses and 320 sf for storage and walk-in cooler for Silver Star Café to replace the temporary storage shed located at this site. The mine shed area will continue to be used for access to the mine tunnel for maintenance of water facilities.
8. The site is listed on the Historic Sites Inventory as a Significant Historic Site.
9. There are currently 110 shared parking spaces at the property. All parking within Spiro Tunnel MPD (Silver Star), with the exception of the private garages for the 22 cottage units, is shared parking, and was provided at the time of construction of the project in accordance with parking requirements for the approved uses.
10. No outdoor storage of goods or mechanical equipment is proposed. The existing temporary structure housing a walk-in cooler and storage for the Silver Star Café will be removed upon completion of the addition and these uses (storage for the Café) will be relocated to a 320 sf portion of the addition, completely enclosed within the building.
11. Additional traffic to the site will primarily be due to the 4-5 employees, as the office is primarily to provide real estate services to the Silver Star MPD owners. Additional trips on the surrounding streets are estimated at 20-25 trips (5 trips per employee per day) during the day between 8AM and 5 PM. A public transit stop is located at the property on Three Kings Drive near the main entrance.
12. Any additional utility capacity, in terms of water requirements due to added fire flows, will be reviewed by the Fire District, Water Department, and Building Department prior to issuance of a building permit.
13. The proposed development will not interfere with access routes for emergency vehicles.
14. No signs are proposed at this time. Any new signs will be reviewed under a separate sign permit for compliance with the approved Master Sign Plan for Silver Star.
15. Exterior lighting will be reviewed at the time of the building permit review.
16. The proposal exists within the Park City Soil Ordinance Boundary.
17. The findings in the Analysis section of this report are incorporated herein.

Conclusions of Law

1. The application satisfies all Conditional Use Permit review criteria for residential uses as established by the LMC's Conditional Use Review process [Section 15-1-10(E) (1-15)];
2. The use as conditioned will be compatible with surrounding structures in use, scale, mass, and circulation.
3. The Applicant complies with all requirements of the LMC;
4. The Use is consistent with the Spiro Tunnel Master Planned Development and the Park City General Plan, and
5. The effects of any differences in use or scale have been mitigated through careful planning.

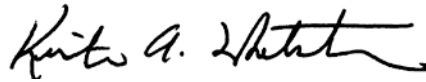
Conditions of Approval

1. All standard conditions of project approval shall apply to this project.
2. All signs associated with the use of the property must comply with the Silver Star Master Sign Plan and the City's Sign Code.
3. All exterior lighting shall comply with the lighting requirements in the LMC and shall be down directed and shielded.
4. No outdoor storage of goods or mechanical equipment is allowed on-site for this use. The existing temporary storage shed shall be removed from the site upon completion of the building.
5. A storm water and drainage plan shall be submitted and approved by the City Engineer prior to issuance of a building permit.
6. Prior to recordation of the plat amendment for this property a utility plan and any amended utility, drainage, and access easements shall be provided as required by the City Engineer and utility providers.
7. A utility and grading plan shall be submitted and approved by the City Engineer, City Water Department, Fire District, and Sewer District prior to issuance of a building permit. Existing water service will need to be evaluated and may need to be upgraded to meet fire flow requirements for the proposed uses and required fire sprinkler system.
8. A Historic District Design Review application is required to be submitted and the plans shall be reviewed for compliance with the Design Guidelines for Historic Buildings and Sites prior to issuance of a building permit for any work on the historic building.
9. The site exists within the Park City Soil Ordinance Boundary, therefore any soil disturbance or proposed landscaping must adhere to Park City Municipal Code 11-15-1.
10. The Silver Star Plaza Condominium plat will have to be amended prior to issuance of a building permit to identify the building and addition on the plat. If the HOA intends to sell the building then the condominium plat would have to be amended to indicate the building as a private commercial condominium unit, similar to the designation of the other buildings on the plat. If the building remains commonly owned, the amended plat can identify the building and indicate that it is common area.

11. A construction mitigation plan (CMP) shall be submitted with the building permit and shall identify how construction activity and construction parking impacts on the residential units and commercial activity on the plaza will be mitigated. The CMP shall indicate where the temporary storage building will be relocated to during construction of the permanent building.

If you have questions regarding your project or the action taken please don't hesitate to contact me at (435) 615-5066 or kirsten@parkcity.org.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirsten A. Whetstone". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kirsten Whetstone
Senior Planner

Park City Planning Department
PO Box 1480
Park City, UT 84060

These drawings are also a form of mass communication – very different from cartoons, government agencies, websites and other forms of mass communication.

REALTY OFFICE
1825 THREE KINGS DRIVE PARK CITY UTAH 84060

CUP SUBMITTAL 2014.05.26

PROJECT NO. 13149

DATE: 2014.06.30

REVISIONS:

DRAWING TITLE:
COVER SHEET

DRAWING NUMBER:
A01

Packet Pg



3131 South 900 East, Suite 200
Salt Lake City, UT 84117
ph. 801.269.0055
fax 801.269.1425

The participants in this study were female nursing students who were studying for their baccalaureate nursing degree in a public university in the state of São Paulo, Brazil. The sample consisted of 100 nursing students who were in the second semester of their undergraduate program. The students were selected using a convenience sampling method. The inclusion criteria for the study were that the students were female, were in the second semester of their undergraduate program, and were currently working as nursing assistants in a hospital setting.

REALTY OFFICE

CUP SUBMITTAL 2014.05.26

PROJECT NO. 13149

DATE: 2014.06.30

REVISIONS

SHEET TITLE:
SITE PLAN

SHEET NUMBER

A11

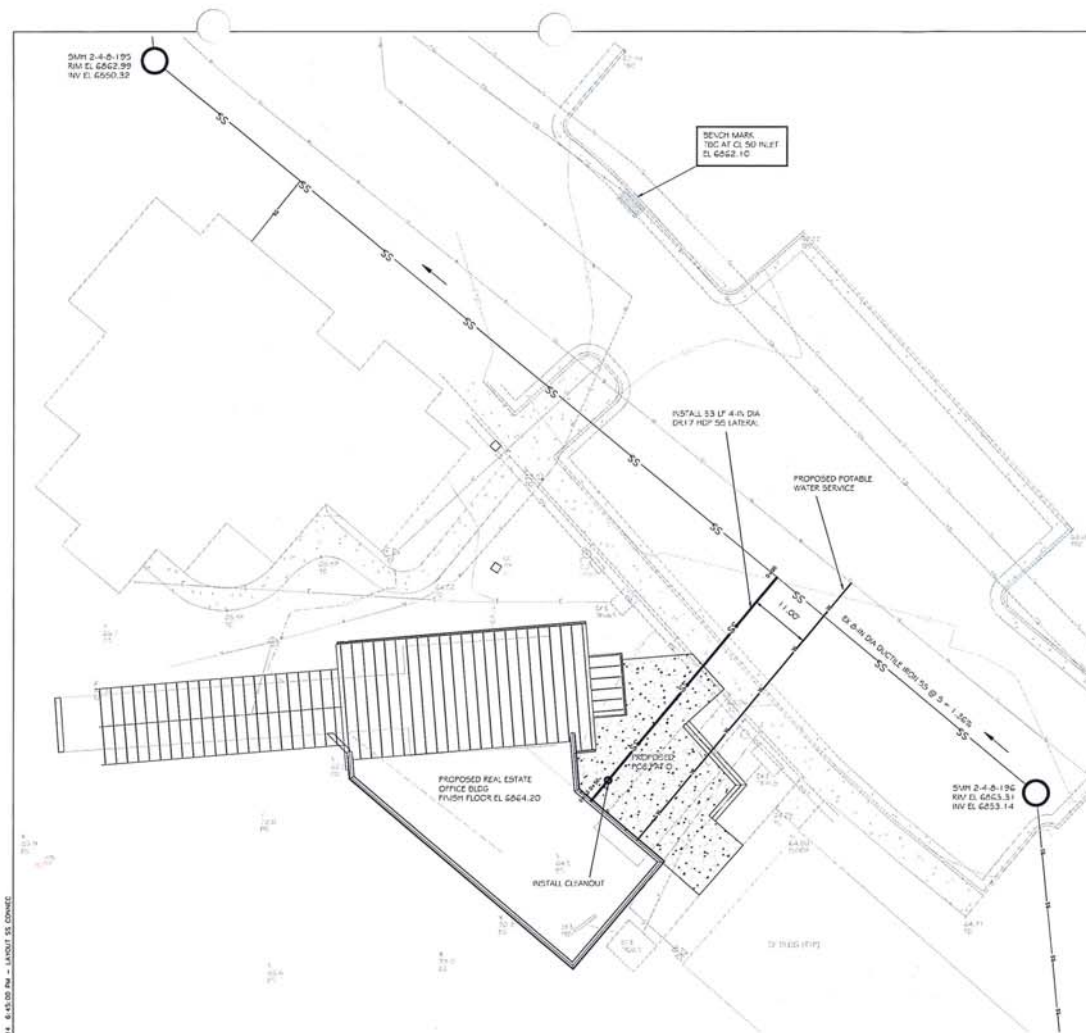


MASTER SITE PLAN
1" = 20'-0"

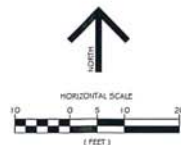
RECEIVED

JUL 09 2014

PARK CITY
PLANNING DEPT.



SITE PLAN

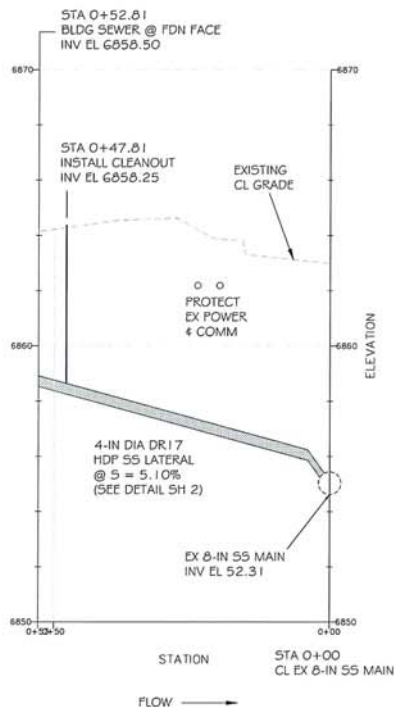


ELEVATION DATUM:

LOCAL DATUM (APPROXIMATE MEAN SEA LEVEL)

DESIGN NOTES

1. EXISTING SPOT GRADES SHOWN TRUNCATED FOR CLARITY. ADD 600 FEET TO ELEVATIONS SHOWN TO REFERENCE PLAN ELEVATION DATUM
 2. THIS DRAWING IS NOT INTENDED TO ADDRESS THE FOLLOWING:
 - DEMOLITION;
 - BUILDING LOCATION, DESIGN, OR CONSTRUCTION DRAINAGE;
 - PROPOSED SITE UTILITIES (OTHER THAN SANITARY SEWER);
 - SITE DRAINAGE AND GRADING;
 - SITE ASPHALT AND PAVING;
 - FORMAL LANDSCAPING.
- SEE ARCHITECTURAL DRAWINGS.
3. PROPOSED BUILDING FLOOR ELEVATION SHOWN PROVIDED BY ARCHITECT.
 4. ALL UTILITY LINES SHOWN ARE UNDERGROUND.



FLOW PROFILE - SANITARY SEWER LATERAL

REGULATORY NOTES

1. AT LEAST TWO FULL BUSINESS DAYS PRIOR TO COMMENCEMENT OF ANY WORK, CALL 811 FOR A PRELIMINARY SURVEY. A SURVEY ALSO MAY BE PROVIDED AT LEAST TWO FULL BUSINESS DAYS PRIOR TO COMMENCEMENT OF ANY WORK BY THE COUNTY, AND MUNICIPAL DEPARTMENTS, UTILITY COMPANIES, AND OTHER AGENCIES SERVING THE DISTRICTS BEFORE COMMENCING ANY WORK IN THE FIELD.
2. PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION, PROVIDE A COMPLETE AND CORRECT CONSTRUCTION PERMITS REQUIRED BY REGULATORY AUTHORITIES.
3. PRIOR TO COMMENCEMENT OF ANY WORK, PROVIDE A FULL UNDERSTAND ALL CONSTRUCTION REQUIREMENTS, CONDITIONS, AND REGULATIONS OF ALL APPLICABLE REGULATORY AGENCIES, AND OBTAIN APPROVALS ISSUED BY REGULATORY AUTHORITIES.
4. A CONTRACT REPRESENTS IN ACCORDANCE WITH THE MUNICIPAL FEE, AND UTILITY DISTRICT STANDARDS, UNLESS SPECIFIED OTHERWISE.
5. THE SUBJECT PROPERTY, IS NOT LOCATED WITHIN A MAPPED FLOODPLAIN, SEE FIRM FLOOD MAPS FOR THE DISTRICTS. THE DISTRICTS ARE LOCATED 40-45AC/AC ON 7°C. EFFECTIVE DATE MARCH 16, 2006.
6. THERE ARE NO JURISDICTIONAL VETINATIONS ON THE PROPERTY.
7. PRIOR TO ANY WORK, COORDINATE WITH AND OBTAIN APPROVAL FROM THE SILVER STAR PLAZA, AND THE DISTRICTS, PRIOR TO COMMENCEMENT OF ANY WORK. IF ANY IMPROVEMENTS DEFICIED, RETURN TO THE DISTRICTS FOR APPROVAL.

ABBREVIATIONS

[illegible]

ABBREVIATIONS - AGENCY

AGE	US ARMY CORPS OF ENGINEERS
FEWA	FEDERAL EMERGENCY MANAGEMENT AGENCY
FOUO	FLA. CITY MUNICIPAL CORPORATION
EMP	ROCKY MOUNTAIN POWER
DRAC	SPRINGFIELD BASIN WATER RECLAMATION DISTRICT
LEOT	UTAH DEPARTMENT OF TRANSPORTATION

REFERENCES

2. SEE PLAT ENTITLED "CONDOMINIUM PLAT, THE PIONEER PLAZA CONDOMINIUMS, RECORDS 2, 10 2009, INSTRUMENT NO. 837999.

DRAWING ISSUED FOR

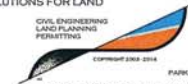
- ☐ PLANNING ☐ CONSTRUCTION
☒ PERMIT ☐ CONSTRUCTION RECORD

100 (100%) were male. The mean age was 47 years (range 30-65 years). The mean duration of symptoms was 12 months (range 3-24 months). The mean duration of symptoms was 12 months (range 3-24 months). The mean duration of symptoms was 12 months (range 3-24 months).

[illegible]

NO.	DATE	BY	CHK.	REVISION DESCRIPTION
-----	------	----	------	----------------------

CANYON ENGINEERING
SOLUTIONS FOR LAND



VOICE: 435.640.7373 EMAIL: GUS@CANYONENG.COM
WWW.CANYONENG.COM

SANITARY SEWER CONNECTION

SITE PLAN AND FLOW PROFILE

THE SILVER STAR PLAZA CONDOMINIUMS
REAL ESTATE OFFICE
PARK CITY, UTAH

PREPARED FOR:	FILED LOCATION:
ROBERT AND JOE LEE	DE T25 R42
SALT LAKE, UTAH	BLANK

DES. BY: AFS	DATE: MAY 2014	JOB: 14003	1 OF 2
CHK. BY: AFS			

PRELIMINARY

RECEIVED
JUL 09 2014
PARK CITY
PLANNING DEPT.



Architecture
Interior Design
Landscape Architecture
Land Planning
Construction Management

3151 South 100 East, Suite 200
Salt Lake City, UT 84117
PH: 801-249-0033
FAX: 801-249-1425
www.thinkarc.com

The design and construction of this project is the result of a collaborative effort between the client and the design team. The design team has worked closely with the client to ensure that the project meets their needs and expectations. The design team has also worked closely with the construction team to ensure that the project is built to the highest quality standards.

REALTY OFFICE

1825 THREE RINGS DRIVE PARK CITY UT 84050

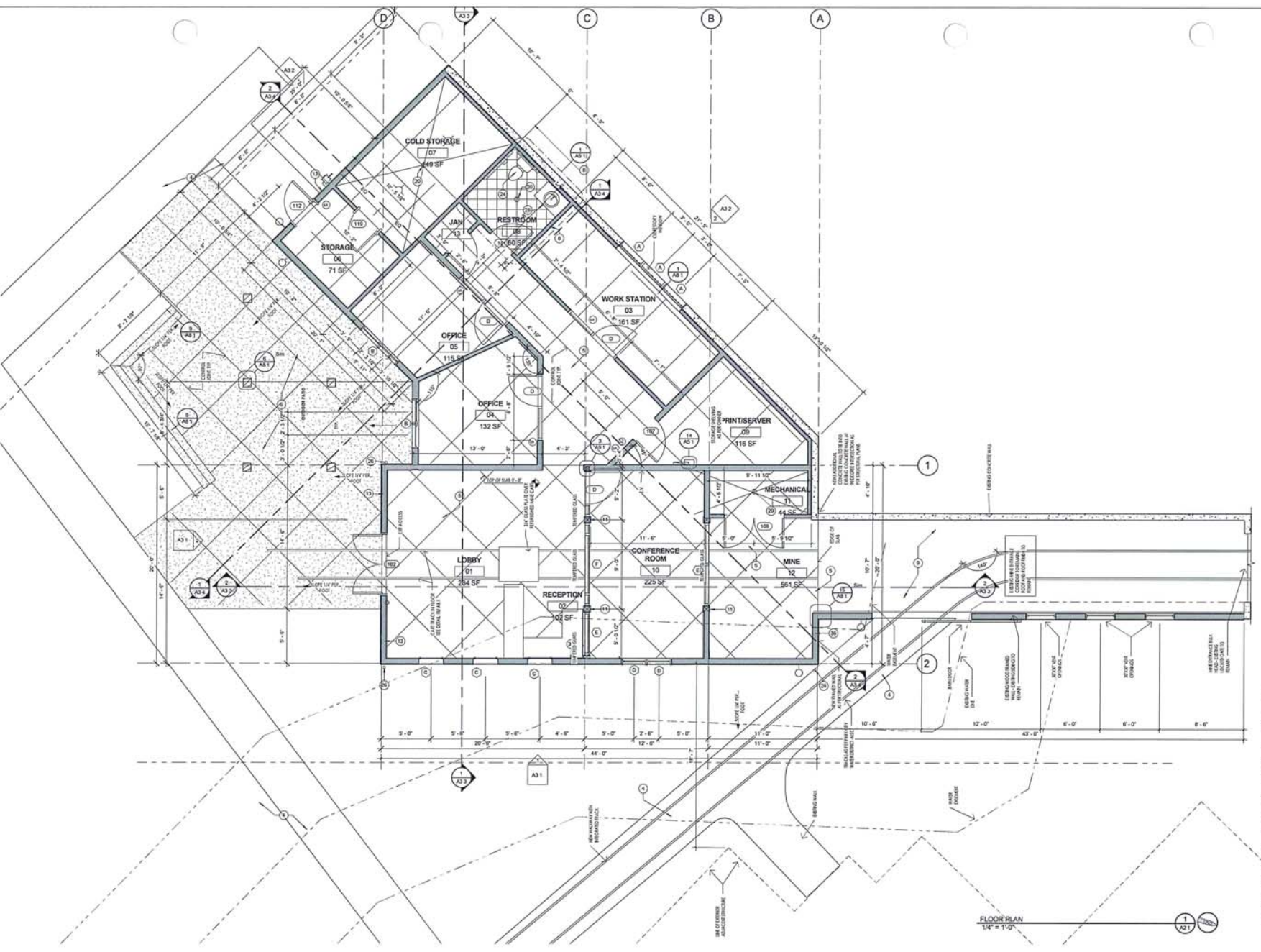
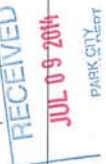
CUP SUBMITAL 2014.05.26

PROJECT NO. 13149
DATE: 2014.06.30
REVISIONS:

SHEET TITLE:
FLOOR PLAN

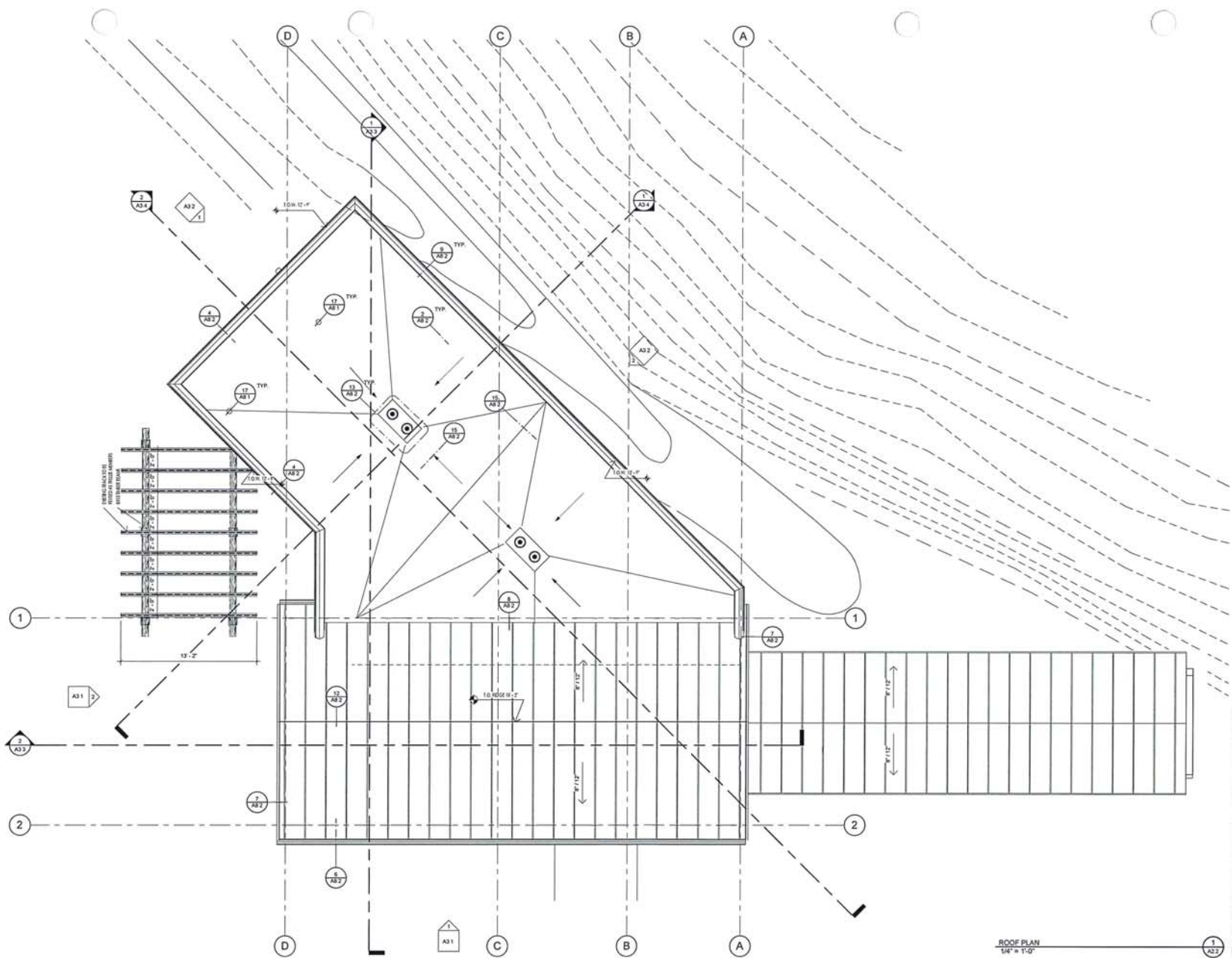
SHEET NUMBER:

A21



FLOOR PLAN
1/4" = 1'-0"





ROOF PLAN
1/4" = 1'-0"



Architecture
Interior Design
Landscape Architecture
Land Planning
Construction Management

5151 South 900 East, Suite 200
Salt Lake City, UT 84117
PH: 801.248.0033
Fax: 801.248.1425
www.thinkarch.com

The design team's professional liability insurance policy covers the design team's professional liability for errors and omissions in the design of the project. This coverage does not cover the design team's liability for negligence, fraud, or intentional misconduct. The design team's professional liability insurance policy also covers the design team's liability for damages caused by the design team's negligence, fraud, or intentional misconduct. The design team's professional liability insurance policy also covers the design team's liability for damages caused by the design team's negligence, fraud, or intentional misconduct.

REALTY OFFICE

1825 THREE RINGS DRIVE PARK CITY UTAH 84050

CUP SUBMITAL 2014.05.26

PROJECT NO. 13149
DATE: 2014.06.30
REVISIONS:

SHEET TITLE
ROOF PLAN

SHEET NUMBER:

A2.2

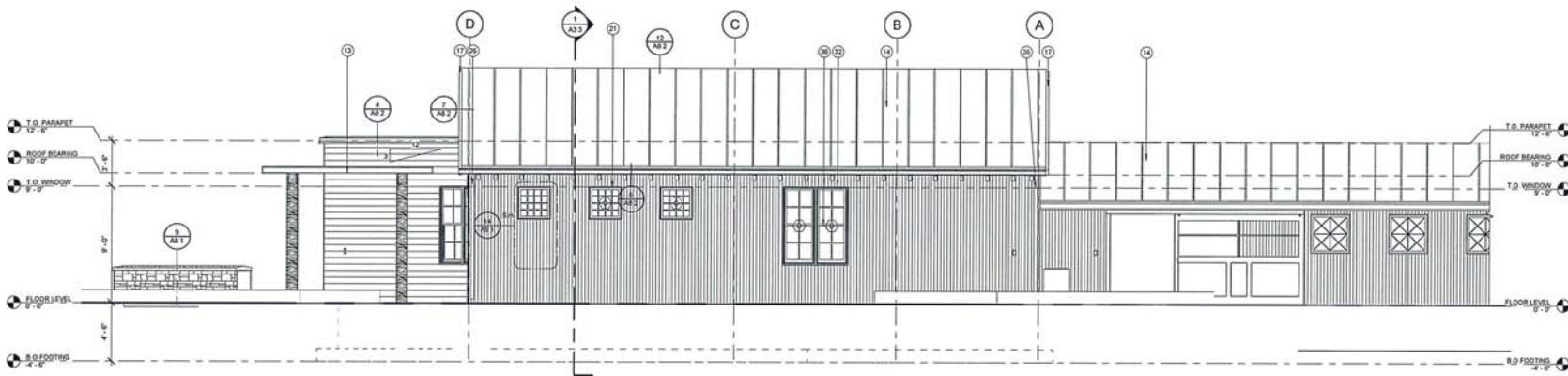




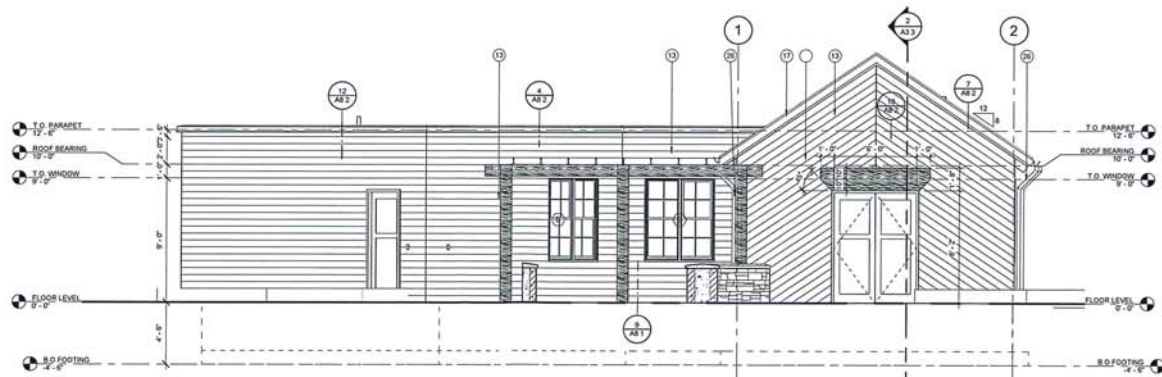
Architecture
Interior Design
Landscape Architecture
Land Planning
Construction Management

3151 South 900 East, Suite 200
Salt Lake City, UT 84117
ph: 801.249.8033
fax: 801.249.1425
www.thinkarch.com

The design shown on this drawing is the property of Think Architecture. It is to be used only for the project and site for which it was prepared. It is not to be used for any other project or site without the written consent of Think Architecture. This drawing is not to be used for any other purpose without the written consent of Think Architecture.



ELEVATION 1
1/4" = 1'-0"



ELEVATION 2
1/4" = 1'-0"



REALTY OFFICE

1825 THREE KINGS DRIVE PARK CITY UTAH 84060

CUP SUBMITAL 2014.05.26

PROJECT NO. 13149
DATE: 2014.06.30

REVISION:

SHEET TITLE:
EXTERIOR ELEVATIONS

SHEET NUMBER:
A31



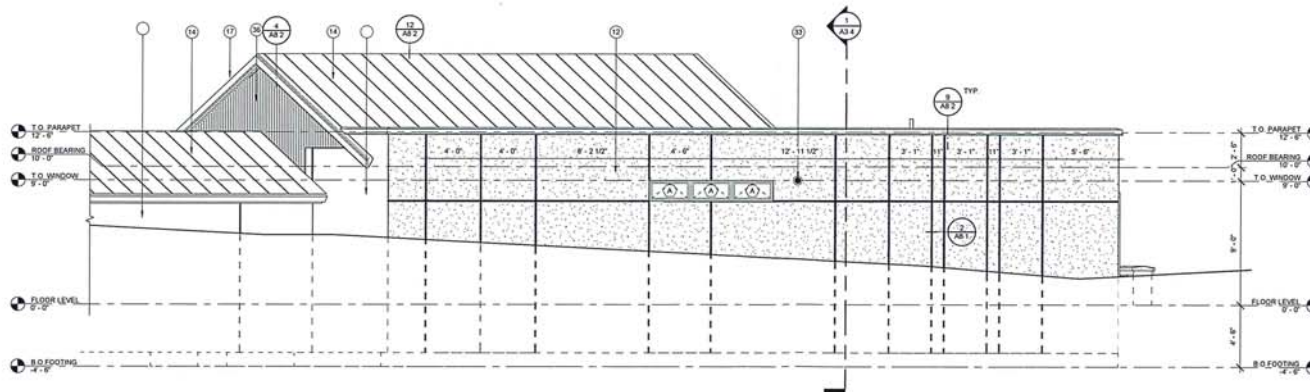
Architecture
Interior Design
Landscape Architecture
Land Planning
Construction Management

5151 South 900 East, Suite 200
Salt Lake City, UT 84117
PH: 801-248-0033
FAX: 801-248-1425
www.thinkarch.com

The architect and owner warrant that the information provided in this document is true and correct to the best of their knowledge and belief. The architect and owner warrant that the information provided in this document is true and correct to the best of their knowledge and belief. The architect and owner warrant that the information provided in this document is true and correct to the best of their knowledge and belief.



ELEVATION 3
1/4" = 1'-0"



ELEVATION 4
1/4" = 1'-0"

REALTY OFFICE

1825 THREE RINGS DRIVE PARK CITY, UT 84060

CUP SUBMITAL 2014.05.26

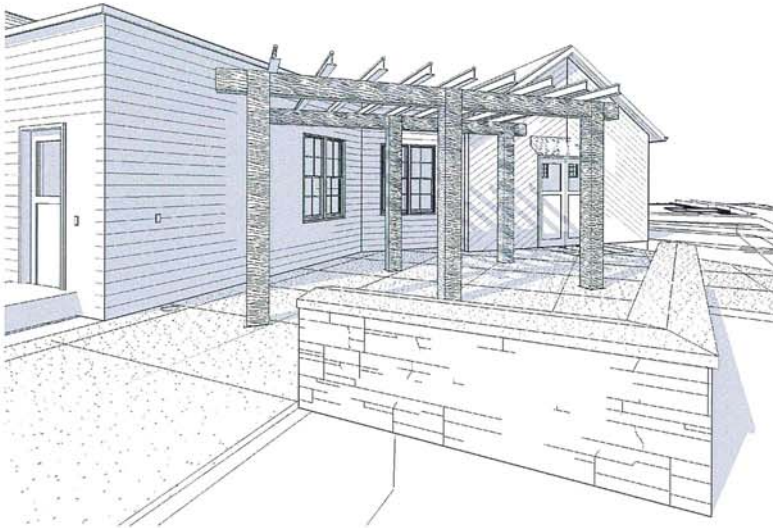
PROJECT NO. 13149
DATE: 2014.06.30

REVISIONS:

SHEET TITLE:
EXTERIOR ELEVATIONS

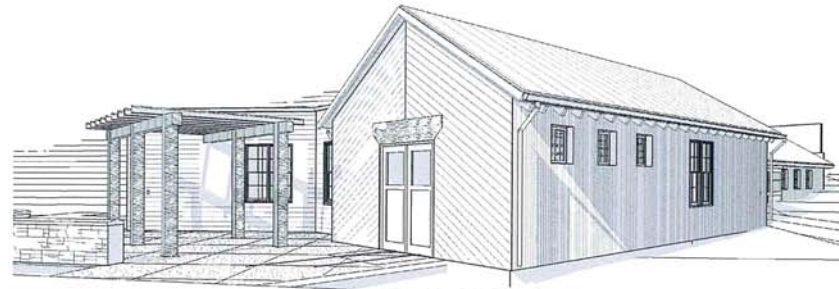
SHEET NUMBER:
A32





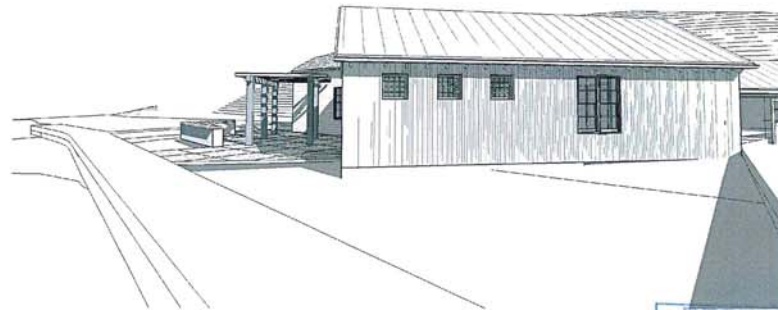
EAST CORNER

1
A92



ENTRY/STREET VIEW

3
A92



NORTH FACADE



Architecture
Interior Design
Landscape Architecture
Land Planning
Construction Management

5151 South 100 East, Suite 200
Salt Lake City, UT 84117
PH: 801-249-0835
Fax: 801-249-7425
www.thinkak.com

The design and construction of a building is a complex process that requires the expertise of a professional architect. We provide a full range of services from conceptual design to construction administration. Our goal is to create a building that is both functional and aesthetically pleasing.

Our design and construction services are tailored to meet the needs of our clients. We work closely with our clients to ensure that their vision is realized. Our team of professionals is experienced and knowledgeable, and we are committed to providing the highest quality of service.

REALTY OFFICE

1825 THREE RINGS DRIVE PARK CITY UTAH 84060

CUP SUBMITTAL 2014.05.26

PROJECT NO. 13149

DATE: 2014.06.30

REVISION:

SHEET TITLE
PERSPECTIVE VIEWS

SHEET NUMBER:

A92

EXHIBIT F

The Silver Star Realty and Water reclamation shed.

The silver Star Village was created on the site of (3) significant historic buildings. Each in turn has been re-stored and addapted to new uses. Left on the site are (2) mine entrances, the spiro mine shaft and the three kings mine shaft. There is a boiler building at the village entrance and many mining artifacts placed around the site. It is an important site in regards to the history of mining in park city and it has been the goal sense 2003 to maintain and celebrate the sites history.

The last peice of the site to be rehabilitated is the spiro mine shack. The spiro mine shaft exits into a small 20'x32' gabled shed with a covered corridor connecting to the shaft opening. The building is currently used to store materials left from the village construction and as an entrance for the water department to access the mine. The water departement currently uses this entrance for the electrical power access.

The structure is a wood frame which rest on the bare ground. The exterior clading is a mix of ship lap siding laid on angle and galvanized corrugated metal. The roof is galvanized corrugated metal.

The proposal for the project is to remove the existing frame and rebuild the shaft entrance for (2) uses. The first use will be to maintain an entrance and staging area for the water departement. This access would enter from a new entrance on the North facing the housing project. The second use will be a commercial space which will be the main area of the shed with a glass wall separating the mine entrance and commercial space. An addition is proposed to the South which is to set back with a flat roof to distinguish the old from the new. The rebuilt structure will utilize the same wood siding on the facade as well as the corrugated metal roofing. The mine carts are proposed to be used as art pieces and as a reception desk. The tracks from the mine would be cast into the concrete floor of the space and extend through the front to the entry plaza. The interior structure is proposed to be designed in such a way that the roof trusses will be exposed. The additional track left at the site would be used as trallis material.

The project is to celebrate this unique feature of the site. To organize the materials left and make useful what is currently avoided. We think the proposed plan will do this and further strengthen the historic value of the Silver Star Village.





AERIAL IMAGE



SILVER STAR REALTY OFFICE

Silver Star Village, Park City, Utah
1825 Three Kings Drive #85

2014.09.24

COLORS ARE REPRESENTATIONAL ONLY. FINAL COLORS MAY VARY FROM ABOVE REPRESENTATION



SILVER STAR SPORTS/
RESTORED MACHINE SHOP

TEMPORARY STORAGE UNIT TO BE
REMOVED AND INCORPORATED INTO
PROPOSED BUILDING

EXISTING MINE SHAFT
ENTRANCE TO BE
REHABILITATED

SILVER STAR AFFORDABLE
HOUSING

VIEW OF MINE SHAFT SHED



SILVER STAR AFFORDABLE
HOUSING

HISTORIC REHABILITATION
OF SAW MILL

SILVER STAR VILLAGE
COMMERCIAL OFFICES

SILVER STAR CAFE

SILVER STAR SPORTS/
RESTORED MACHINE SHOP

VIEW FROM MINE SHAFT SHED
EXISTING CONDITIONS



STREET FACADE



ENTRY WALL/ WEST



SOUTH WALL



EAST WALL



EAST WALL



SHED AT MINE SHAFT ENTRANCE

EXISTING CONDITIONS



SILVER STAR REALTY OFFICE

Silver Star Village, Park City, Utah
1825 Three Kings Drive #85

2014.09.24

COLORS ARE REPRESENTATIONAL ONLY. FINAL COLORS MAY VARY FROM ABOVE REPRESENTATION



EXISTING AND PROPOSED

SILVER STAR REALTY OFFICE

Silver Star Village, Park City, Utah
1825 Three Kings Drive #85



CONCEPT IMAGES



SNYDERVILLE BASIN

WATER RECLAMATION DISTRICT

2800 HOMESTEAD RD, PARK CITY, UT 84098

WWW.SBWRD.ORG

T 435-649-7993

F 435-649-8040

February 10, 2015

Kirsten Whetstone, Senior Planner
Park City Planning, Dept.
P.O. Box 1480
Park City, UT 84060

Subject: The Silver Star Plaza Condos, Buildings N, O, P, Q, and R, First Amended
Plat Review

Dear Ms. Whetstone,

The Snyderville Basin Water Reclamation District has reviewed the referenced plat. Please have the applicant make the following change to the plat:

- I. Add the recording information to the 20' Sanitary Sewer Easement as follows:
Snyderville Basin Water Reclamation District Easement
Entry No. 00749903, Bk 01731, Pg 01422-01431.

Please contact me to schedule a time for plat signing after the Owner's Dedication has been signed.

Sincerely,

Bryan D. Atwood, P.E.
District Engineer

cc: Johnny Shirley, Think Architecture
Plat Review File





WATER

April 3, 2015

VIA EMAIL: kirsten.whetstone@parkcity.org

Kirsten Whetstone
PCMC Planning Department
P.O. Box 1480
Park City, UT 84060

Re: Silver Star Realty Office – Water Department Requirements

Dear Kirsten,

This letter is to follow-up on our conversation regarding Park City Water's requirements regarding the proposed First Amendment to the Silver Star Plaza Condominiums buildings N, O, P, Q, and R (Silver Star Realty Office).

Whereas:

Park City has existing rights to operate the Spiro Tunnel as a water source;

Park City has been issued a Stipulated Compliance Order to treat the Spiro Tunnel water discharges;

The Spiro Tunnel is a drinking water source requiring source protection in accordance with the Utah Division of Drinking Water (DDW);

Park City has an existing water line extending through the Silver Star development and into the Spiro Tunnel;

Therefore, Park City requires the following conditions of approval be included in the First Amendment to the Silver Star Plaza Condominiums buildings N, O, P, Q, and R (Silver Star Realty Office) Planning Commission approval:

1. Access to the Spiro Tunnel shall be provided to Park City. Access shall facilitate equipment and vehicles as needed for operations and requires as a minimum:
 - a. Clear unobstructed access to the proposed shed remodel for a minimum width of 15 feet.
 - b. Paved access from the private drive to the proposed tunnel shed capable of supporting H2O loadings
 - c. Mine rail tracks shall extend to within 10 feet of the existing private drive and shall be fully functional for mine rail cars
 - d. Provide a 5 foot minimum clearance on either side of mine rail tracks
 - e. Access to the proposed tunnel shed shall be restricted to Park City authorized personnel
2. Proposed building improvements shall meet DDW and Park City's tunnel access security requirements. Building plans shall require Park City Water review and approval with respect to meeting security requirements.
3. The proposed shed remodel shall provide for adequate ventilation of the mine.
4. Existing rails are the property of Park City for use in tunnel access maintenance
5. Maintain security to the Spiro Tunnel during proposed construction activities.



WATER

6. Provide a 30 feet wide, minimum, water line and tunnel access easement extending from the proposed shed remodel to the existing private drive and provide a 10 feet wide, minimum, waterline and tunnel access easement within the proposed shed remodel to the tunnel entrance. Draft language, to be included on the proposed plat, is attached (final easement to be in a form approved by the City Attorney).
7. The plat shall include language (in a form approved by the City Attorney) indicating that the tunnel access and operations may result disturbances, such as construction activities, noise, fumes, etc., to proposed facility which may occur at any time and the City shall be held harmless for such impacts.
8. With the proposed replat, we request that Park City's access, for the purpose of water line operation and maintenance and for tunnel access, along the existing private drive be clarified.
9. Park City shall be held harmless from claims resulting from tunnel related occurrences, such as flooding (the language to be in a form approved by the City Attorney).

After you have had an opportunity to review this information, please contact me to discuss any of the items in more detail.

Respectfully,

Park City Municipal Corporation

Roger McClain
Water Engineer

Attachment:

cc: via email: Clint McAfee, Park City Water and Streets Director, clint.mcafee@parkcity.org

draft language for plat

EASEMENT FOR WATER CONVEYANCE, DISTRIBUTION, TRANSMISSION PIPELINE(S), APPURTENANCES AND SPIRO TUNNEL ACCESS

A permanent exclusive water utility easement and right-of-way in, across, and through the property, which easement is described and shown on the condominium plat, for the purpose of operating, maintaining, repairing, eventual replacement, and upgrade, of one or more underground pipelines, tunnel access and security facilities, and appurtenances for the conveyance, distribution, and/or transmission of water, in the exclusive discretion of Park City.

Permanent ingress and egress along the described easement, for the purpose of operation and maintenance access. Permanent or temporary obstructions or improvements within the boundaries of the easement shall not be constructed, that might interfere with Park City's ability to gain access along the described easement and to the tunnel portal for operation, maintenance, repair, and replacement purposes without express written consent in advance of Park City. Any such obstruction installed or permitted to be constructed, installed or maintained within the boundaries of the easement area, without Park City's written approval, shall be removed.



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

The North One-Half ($\frac{1}{2}$) of Lot 5 and All of Lot 6, Block 11, Snyder's Addition to the Park City Survey Are Owned by the Same Entity. the Original Lots Lines from the Historic Survey Still Exist on Said Lots. the Property Owner Desires to Unify the Property into One (1) Lot of Record by Removing the Existing Interior Lot Line through the Requested Plat Amendment.

Respectfully:

Francisco Astorga, Senior Planner

City Council Staff Report



Subject: 823 Woodside Replat
Author: Francisco Astorga, Senior Planner
Project Number: PL-15-02663
Date: May 7, 2015
Type of Item: Administrative – Plat Amendment

Summary Recommendations

Staffs recommends the City Council hold a public hearing and consider approving 823 Woodside Replat located at 823 Woodside Avenue based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

This Staff report reflects the professional recommendation of the Planning Department. The City Council, as an independent body, may consider the recommendation but should make its decisions independently.

Description

Applicant: 823 Woodside, LLC represented by Gary Bush
Location: 823 Woodside Avenue
Zoning: Historic Residential-1
Adjacent Land Uses: Residential
Reason for Review: Plat Amendments require Planning Commission review and City Council review and action

Executive Summary

The north one-half (½) of Lot 5 and all of lot 6, Block 11, Snyder's Addition to the Park City Survey are owned by the same entity. The original lots lines from the historic survey still exist on said lots. The property owner desires to unify the property into one (1) lot of record by removing the existing interior lot line through the requested Plat Amendment.

Background

On February 10, 2015, the City received a completed Plat Amendment application for the 823 Woodside Replat. The property is located at 823 Woodside Avenue. The property is in the Historic Residential-1 District. The subject property consists of the north one-half (½) of Lot 5 and all of lot 6, Block 11, Snyder's Addition. The entire area is recognized by the County as Parcel SA-124 (Tax ID).

Currently the site contains a single-family dwelling. The site is listed on Park City's Historic Site Inventory and is designated as a Significant Historic site. According to Summit County records the structure was built in 1904 and contains a total living area of 1,100 square feet. According to the submitted survey the building footprint of the existing historic dwelling is approximately 1,000 square feet.

During the April 8, 2015 Planning Commission meeting, the Commission forwarded a positive recommendation to the City Council, the vote was unanimous (5-0).

District Purpose

The purpose of the Historic Residential-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.

Analysis

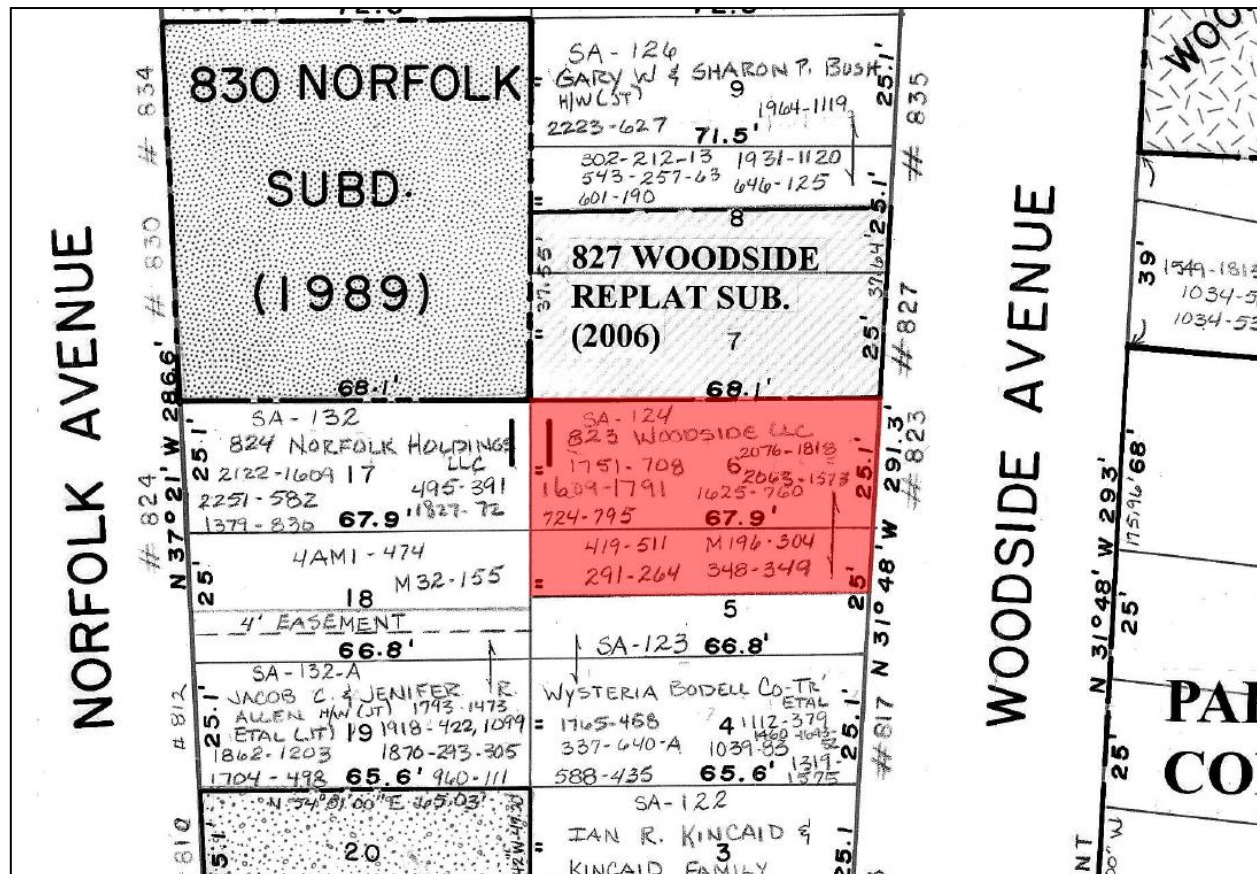
The proposed plat amendment creates one (1) lot of record from the existing lot and a half (½) consisting of 2,558 square feet. A single-family dwelling is an allowed use in the Historic Residential-1 District. The minimum lot area for a single-family dwelling is 1,875 square feet. The proposed lot meets the minimum lot area for a single-family dwelling. The minimum lot width allowed in the Historic Residential-1 District is twenty-five feet (25'). The proposed lot is 37.6 feet wide. The proposed lot meets the minimum lot width requirement. The following table shows applicable development parameters in the Historic Residential-1 District:

LMC Requirements	Requirements
Building Footprint	1,107.8 square feet, maximum based on lot size.
Front/Rear Yard Setbacks	10 feet minimum.
Side Yard Setbacks	5 feet minimum, 10 feet total.
Building (Zone) Height	No Structure shall be erected to a height greater than twenty-seven feet (27') from Existing Grade.
Final Grade	Final Grade must be within four vertical feet (4') of Existing Grade around the periphery [...].
Lowest Finish Floor Plane to Highest Wall Top Plate	A Structure shall have a maximum height of thirty five feet (35') measured from the lowest finish floor plane to the point of the highest wall top plate [...].
Vertical Articulation	A ten foot (10') minimum horizontal step in the downhill façade is required [...].
Roof Pitch	Roof pitch must be between 7:12 and 12:12 for primary roofs. Non-primary roofs may be less than 7:12.

Staff has identified that the existing historic structure does not meet the north and south

side yard setbacks. The structure is less than one foot (1') from the north side yard property line. The structure is just over four feet (4') from the south side yard property line. Land Management Code § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures. Furthermore, this same section indicates that additions to historic structure must comply with building setbacks, etc.

Staff finds good cause for this plat amendment as the existing remnant parcel, the half (½) lot will become part of a legal lot of record. The other half (½) of Lot 5 is owned by another entity, recognized as parcel SA-23, 817 Woodside Avenue, and has not been incorporated into its own replat. See County Plat Map below:

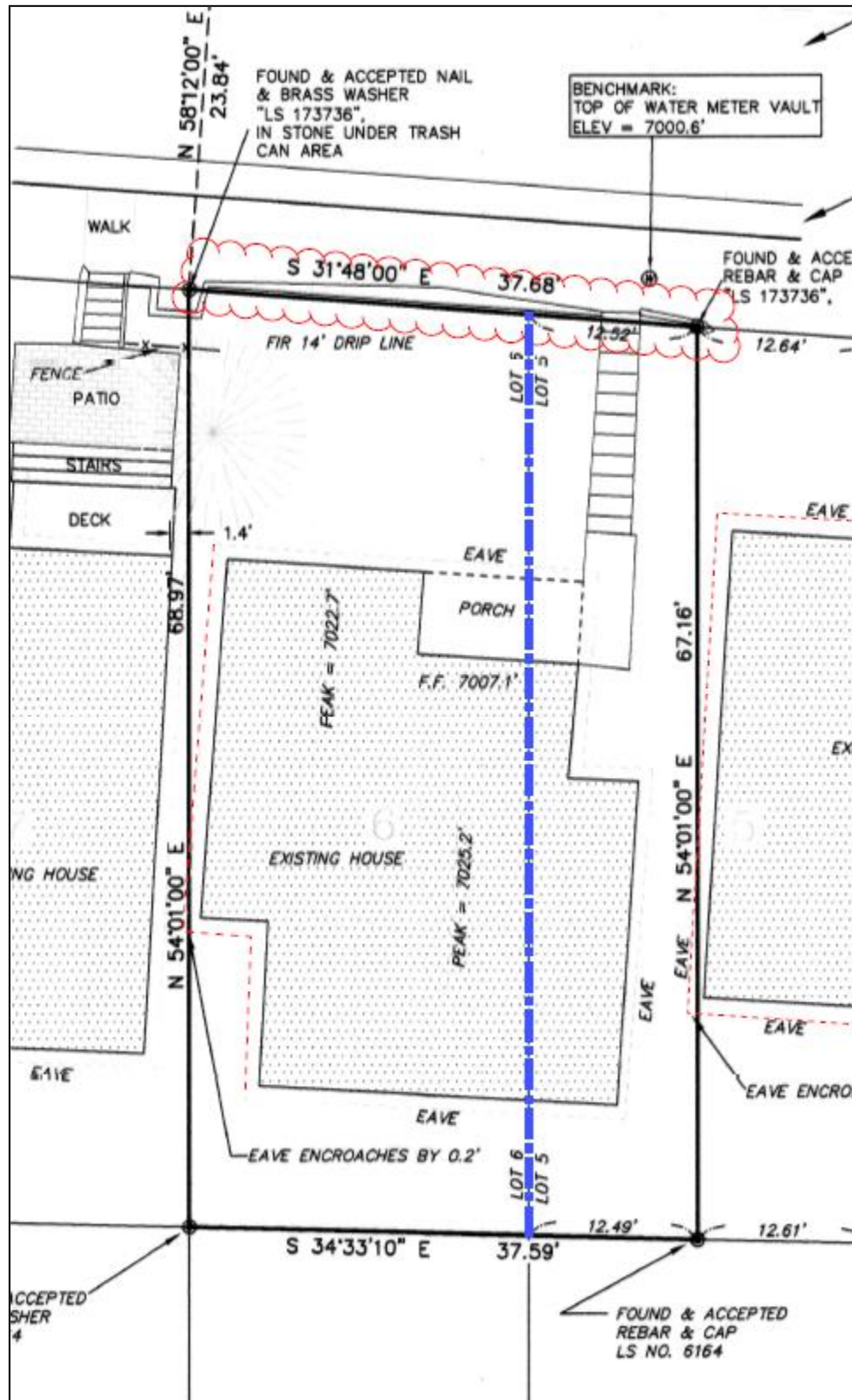


The existing historic structure straddles the lot line between Lot 5 and Lot 6; therefore, this Plat Amendment would make the historic structure be in one (1) of lot of record instead of having most of the structure on Lot 6 and a small portion of the structure on half (½) of Lot 5, a separate remnant parcel.

Encroachments

The historic structure is less than one foot (1') from the north side property line and the overhang on that side encroaches 0.2 feet into the north neighboring property. Also, the historic structure on 817 Woodside Avenue, directly south of the subject property, is less than one foot (1') from the south property line and its roof overhang encroaches by

The retaining wall along the east property line encroaches into the City Right-of-Way. This encroachment must be addressed prior plat recordation. See Exhibit D – Existing Survey, the magnified survey on the next page is shown with encroachments outlined in red and lot line to be removed in blue.



Good Cause

Planning Staff finds that there is good cause for this plat amendment as the amendment cleans up the property lines and removes a property line existing under a Significant historic building. Staff finds that the plat amendment will not cause undo harm to adjacent property owners and all requirements of the Land Management Code for any future development can be met.

Process

The approval of this plat amendment application by the City Council constitutes Final Action that may be appealed following the procedures found in Land Management Code § 1-18.

Department Review

This project has gone through an interdepartmental review. No further issues were brought up at that time.

Notice

The property was posted and notice was mailed to property owners within 300 feet. Legal notice was also published in the Park Record according to requirements of the Land Management Code.

Public Input

No public input has been received by the time of this report.

Alternatives

- The City Council may approve 823 Woodside Replat; or
- The City Council may deny 823 Woodside Replat and direct staff to make Findings for this decision; or
- The City Council may continue the discussion on 823 Woodside Replat; or
- The City Council may remand the item back to the Planning Commission for specific discussion on topics and/or findings.

Significant Impacts

There are no significant fiscal or environmental impacts from this application.

Consequences of not taking the Planning Department's Recommendation

The site would remain as is. The site would contain one (1) single lot and one half (½) a lot, as a remnant parcels. The existing historic structure would continue to straddle the interior lot line.

Summary Recommendation

Staffs recommends the City Council hold a public hearing and consider approving 823 Woodside Replat located at 823 Woodside Avenue based on the Findings of Fact, Conclusions of Law, and Conditions of Approval as found in the draft ordinance.

Exhibits

Exhibit A – Draft Ordinance with Proposed Plat
Exhibit B – Applicant's Project Description
Exhibit C – Aerial Photograph
Exhibit D – Existing Survey
Exhibit E – County Tax Map
Exhibit F – Historic Site Form and site photographs

Ordinance No. 15-XX

**AN ORDINANCE APPROVING THE 823 WOODSIDE REPLAT
LOCATED AT 823 WOODSIDE AVENUE, PARK CITY, UTAH.**

WHEREAS, the owner of the property located at 823 Woodside Avenue has petitioned the City Council for approval of the Plat Amendment; and

WHEREAS, the property was properly noticed and posted according to the requirements of the Land Management Code; and

WHEREAS, proper legal notice was sent to all affected property owners; and

WHEREAS, the Planning Commission held a public hearing on April 8, 2015, to receive input on Plat Amendment; and

WHEREAS, the Planning Commission, on May 7, 2015, forwarded a positive recommendation to the City Council; and,

WHEREAS, on May 7, 2015, 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 923 Park Avenue Subdivision Plat Amendment.

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

SECTION 1. APPROVAL. 823 Woodside Replat 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 823 Woodside Avenue.
2. The property is in the Historic Residential-1 District.
3. The subject property consists of the north one-half (½) of Lot 5 and all of lot 6, Block 11, Snyder's Addition to the Park City Survey.
4. The entire area is recognized by the County as Parcel SA-124.
5. The site is listed on Park City's Historic Site Inventory and is designated as a significant historic site.
6. The building footprint of the existing dwelling is approximately 1,000 square feet.
7. The proposed plat amendment creates one (1) lot of record from the existing area consisting of 2,558 square feet.

8. The maximum building footprint for a lot this size, 2,558 square feet, is 1,107.8 square feet.
9. A single-family dwelling is an allowed use in the Historic Residential-1 District.
10. The minimum lot area for a single-family dwelling is 1,875 square feet.
11. The proposed lot meets the minimum lot area for a single-family dwelling.
12. The minimum lot width allowed in the district is twenty-five feet (25').
13. The proposed lot is 37.68 feet wide.
14. The proposed lot meets the minimum lot width requirement.
15. The existing historic structure does not meet the north and south side yard setbacks.
16. The structure is less than one foot (1') from the north side yard property line.
17. The structure is just over four feet (4') from the south side yard property line.
18. The minimum side yard setbacks for a lot that is 37.68 feet wide is five feet (5').
19. Land Management Code § 15-2.2-4 indicates that historic structures that do not comply with building setbacks are valid complying structures.
20. Additions to historic structure must comply with building setbacks.
21. The existing remnant parcel, the half (½) lot will become part of a legal lot of record.
22. The other half (½) of Lot 5 is owned by another entity, recognized as parcel SA-23, 817 Woodside Avenue, and has not been incorporated into its own replat.
23. The existing historic structure straddles the lot line between Lot 5 and Lot 6.
24. The Plat Amendment would make the historic structure be in one (1) of lot of record instead of having most of the structure on Lot 6 and a small portion of the structure on half (½) of Lot 5, a separate remnant parcel.
25. The historic structure is less than one foot (1') from the north side property line and the overhang on that side encroaches 0.2 feet into the north neighboring property.
26. The historic structure on 817 Woodside Avenue, directly south of the subject property, is less than one foot (1') from the south property line and its roof overhang encroaches by 0.8 feet on to this property.
27. The historic roof eave encroachments are de minimus, and encroachment agreements are not required.
28. The retaining wall along the east property line encroaches into the City Right-of-Way. This encroachment must be addressed prior plat recordation.
29. 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 Subdivisions.
3. Neither the public nor any person will be materially injured by the proposed Plat Amendment.
4. Approval of the Plat Amendment, subject to the conditions stated below, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval:

1. The City Attorney and City Engineer will review and approve the final form and content of the plat 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 front of the property.
4. 13-d sprinklers will be required per the Chief Building Official for any significant renovation.
5. The retaining wall along the east property line encroaches into the City Right-of-Way. This encroachment must be addressed prior plat recordation.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 7th day of May, 2015.

PARK CITY MUNICIPAL CORPORATION

Jack Thomas, MAYOR

ATTEST:

Marci Heil, City Recorder

APPROVED AS TO FORM:

Mark Harrington, City Attorney

Attachment 1 – Proposed Plat

THE NORTH ONE-HALF OF LOT 5 AND ALL OF LOT 6, BLOCK 11,
SNYDER'S ADDITION TO THE PARK CITY SURVEY LYING WITHIN
THE NORTHEAST QUARTER OF SECTION 16, TOWNSHIP 2 SOUTH,
RANGE 4 EAST SALT LAKE BASE & MERIDIAN, PARK CITY,
SUMMIT COUNTY, UTAH

1. THE PURPOSE OF THIS AMENDMENT IS TO JOIN THE LOT 6 AND THE NORTH HALF OF LOT 5 IN TO ONE LOT.

THE NORTH ONE-HALF OF LOT 5 AND ALL OF LOT 6, BLOCK 11, SNYDERS ADDITION TO PARK CITY SURVEY, ACCORDING TO THE OFFICIAL PLAT THEREOF, ON FILE AND OF RECORD IN THE OFFICE OF THE SUMMIT COUNTY RECORDER.

KNOW ALL MEN BY THESE PRESENTS THAT, THE UNDERSIGNED OWNER(S) OF THE HEREIN DESCRIBED TRACT OF LAND, TO BE KNOWN HEREAFTER AS THE 823 WOODSIDE REPLAT, DO HEREBY CERTIFY THAT I HAVE CAUSED THIS PLAT TO BE PREPARED, AND I/WE, _____ OF 823 WOODSIDE, LLC. HEREBY CONSENT(S) TO THE RECORDATION OF THIS PLAT.

ALSO, THE OWNER(S), OR HIS/HER REPRESENTATIVES, HEREBY IRREVOCABLY OFFERS FOR DEDICATION TO THE CITY OF PARK CITY ALL THE STREETS, LAND FOR LOCAL GOVERNMENT USES, EASEMENTS, PARKS, AND REQUIRED UTILITIES AND EASEMENTS SHOWN ON THE PLAT AND CONSTRUCTION DRAWINGS IN ACCORDANCE WITH AN IRREVOCABLE OFFER OF DEDICATION.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS _____ DAY OF _____, 2014.

ACKNOWLEDGEMENT
STATE OF UTAH:
COUNTY OF SUMMIT:

ON THIS _____ DAY OF _____, 2014, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR SAID COUNTY OF SUMMIT, IN SAID STATE OF UTAH, 823 DOWNSIDE, LLC, THE PERSON THAT EXECUTED THE WITHIN INSTRUMENT AND KNOWN TO ME (OR PROBABLY A SATISFACTORILY EVIDENCED) PERSONS WHO EXECUTED THE WITHIN INSTRUMENT ON BEHALF OF SAID PERSON, BEING DULY SPOONED ACKNOWLEDGED TO ME THAT THEY ARE THE OWNER OF THE HEREIN DESCRIBED TRACT OF LAND AND THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CONSENT TO RECORD FREELY AND VOLUNTARILY.

NOTARY PUBLIC MY COMMISSION EXPIRES

I, CHRISTOPHER R. BRAUN, CERTIFY THAT I AM A REGISTERED LAND SURVEYOR AND THAT I HOLD CERTIFICATE NO. 5152604, AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH, AND THIS PLAN WAS PREPARED UNDER MY DIRECTION IN ACCORDANCE WITH THE REQUIREMENTS OF PARK CITY MUNICIPAL CORPORATION. I FURTHER CERTIFY THAT THE PROPERTY BOUNDARIES AS SHOWN ARE CORRECT.

CHRISTOPHER R. BRAUN
PLS 5152804

**Park City
Surveying**

P.O. Box 682993
Park City, UT 84068
(435)649-2918
(435)649-4637 fax

PAGE 1 of 1

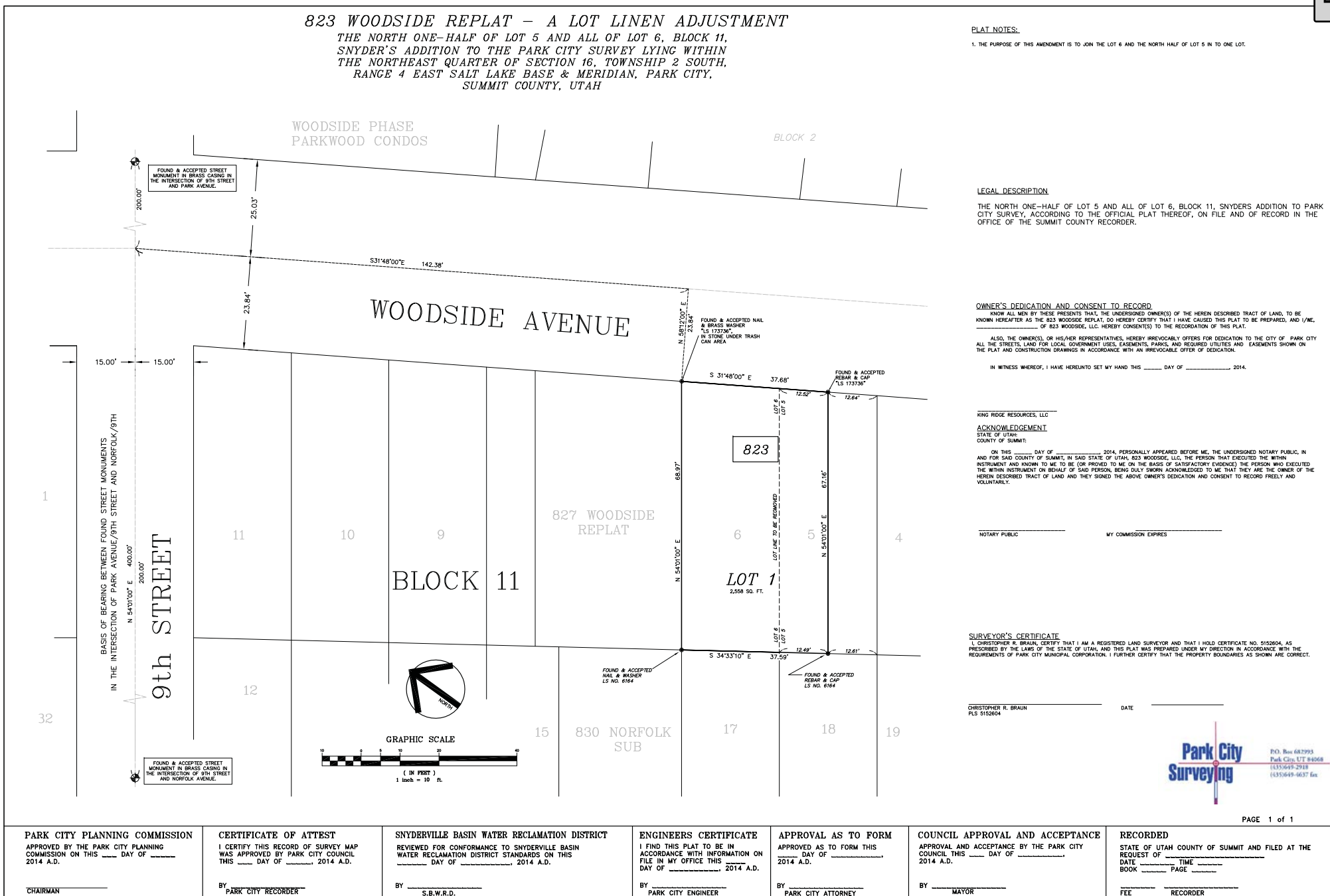


Exhibit B – Applicant's Project Description

Planning Dept.
Park City Municipal Corporation
445 Marsac Ave
PO Box 1480
Park City, Utah 84060
435-615-5060

Briefly we plan to stabilize the building with a poured concrete foundation, address some health & safety issues with mechanical systems, provide off street parking, replace porch posts and existing windows with more appropriate DH windows as seen in the enclosed tax photo. The wood frame "L" type structure is sitting on the dirt, and is deteriorating from rot. Also the front retaining wall is deteriorating from rot and needs to be addressed asap.

Our proposal to install a full perimeter concrete foundation will stabilize the building, and eliminate the wood in contact with the ground. Lifting the house by 1 foot 10 inches will accomplish this, and allow for a basement and garage/off street parking as well. I have enclosed two photos as examples of where this type of work has been done on the street, and within the block (835 Woodside, 839 Woodside).

This scope of work includes raising the house intact, and in its current location. This will allow for excavation for foundation. Then the house will come back down onto the new foundation with first floor 1'10" above current elevation. The scope will also include new DH windows to resemble original windows. Also included will be health & safety issues like mechanical upgrades to heat, electrical, and plumbing systems. The work will also include returning exterior trim detail, and porch posts back to original form.

We hope you are as excited as we are about this rehabilitation project, and look forward to working with you to further develop, and finalize plans to save this building from further deterioration.

Sincerely,
Gary Bush



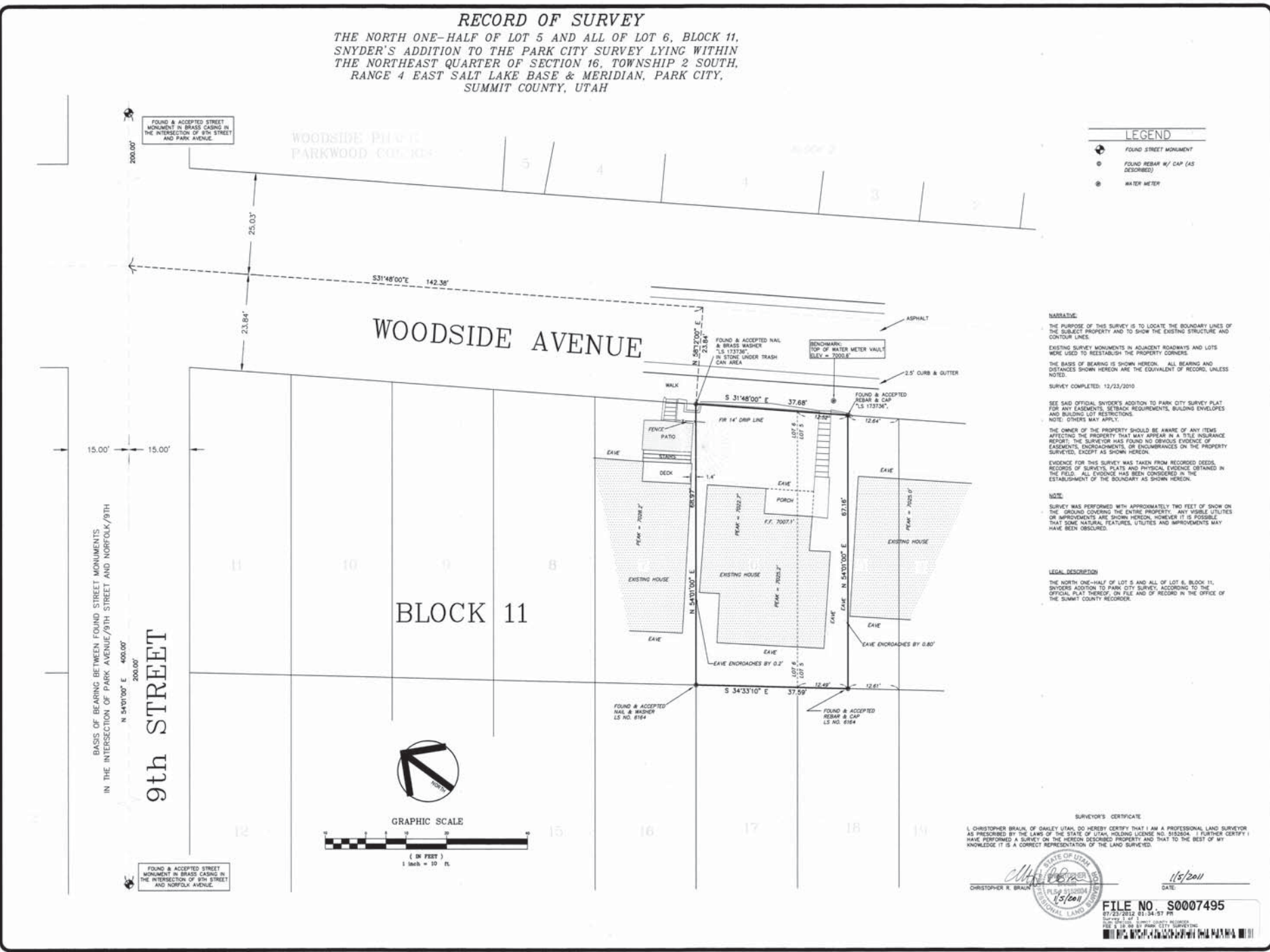
Exhibit C - Vicinity Map
823 Woodside Replat



Legend

- Address
- Parcels
- Streets

Packet Pg. 189



Park City Surveying
PO BOX 400701
PARK CITY, UTAH 84300-0701
(435) 243-4571 fax

DATE	BY	COMMENTS

SURVEYED BY: CB/BO
DRAWN BY: CRB
DATE: 01/2011
FOR: BUSH

RECORD OF SURVEY
NORTH HALF OF LOT 5 & ALL OF LOT 6,
BLOCK 11, SNYDER'S ADDITION
DWG: SA B11 LS-6

SHEET 1 OF 1

Exhibit E – County Tax Map

S U M M I T C O U N T Y U T A H

PARK CITY -BLOCKS 1,2,11,12,53,SECTION 16,T2S R4E,S.L.B.&M.
SNYDERS ADDITION



HISTORIC SITE FORM - HISTORIC SITES INVENTORY

PARK CITY MUNICIPAL CORPORATION (10-08)

1 IDENTIFICATION

Name of Property:

Address: 823 Woodside Avenue

AKA:

City, County: Park City, Summit County, Utah

Tax Number: SA-124

Current Owner Name: Coxroche, LLC

Parent Parcel(s):

Current Owner Address: 2151 Solamere Drive, Park City, UT 84060

Legal Description (include acreage): 0.06 acres; N1/2 LOT 5 & ALL LOT 6 BLK 11 SNYDERS ADDITION.

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: Residential
- Current Use: Residential

*National Register of Historic Places: ☒ ineligible ☐ eligible
☐ listed (date:)

3 DOCUMENTATION

Photos: Dates

- ☒ tax photo:
- ☒ prints:
- ☐ historic: c.

Drawings and Plans

- ☐ measured floor plans
- ☐ site sketch map
- ☐ Historic American Bldg. Survey
- ☐ original plans:
- ☐ other:

Research Sources (check all sources consulted, whether useful or not)

- ☐ abstract of title
- ☒ 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:

Bibliographical References (books, articles, interviews, etc.) Attach copies of all research notes and materials.

Blaes, Dina & Beatrice Lufkin. "Final Report." Park City Historic Building Inventory. Salt Lake City: 2007.

Carter, Thomas and Goss, Peter. *Utah's Historic Architecture, 1847-1940: a Guide*. Salt Lake City, Utah:

University of Utah Graduate School of Architecture and Utah State Historical Society, 1991.

McAlester, Virginia and Lee. *A Field Guide to American Houses*. New York: Alfred A. Knopf, 1998.

Roberts, Allen. "Final Report." Park City Reconnaissance Level Survey. Salt Lake City: 1995.

Roper, Roger & Deborah Randall. "Residences of Mining Boom Era, Park City - Thematic Nomination." National Register of Historic Places Inventory, Nomination Form. 1984.

4 ARCHITECTURAL DESCRIPTION & INTEGRITY

Building Type and/or Style: T/L cottage / vernacular style

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.)

Researcher/Organization: Dina Blaes/Park City Municipal Corporation

Date: November, 08

☐ 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.):

Site: Retaining wall and steps along south lot line. Un-maintained vegetation in front yard, mature trees on north and rear yards.

Foundation: Unknown.

Walls: Wood drop siding and corner boards. Inset partial-width porch supported by turned columns.

Roof: Cross-wing sheathed in standing seam metal material.

Windows: Vinyl side-sliders with decorative trim casing--corner blocks, exaggerated pediment. Entry door is a frame-and-panel door with upper light.

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 site has been altered significantly. The windows and openings have been altered from side-by-side vertically oriented double-hung units in the gable end to a single horizontally oriented vinyl side slider units. Also, the single double-hung unit south of the door has been replaced with a horizontally oriented vinyl side slider. The wood siding does not reflect the infill below the window and may indicate that the siding has been replaced. The porch supports do not appear as turned columns in the tax photo and may have been added concurrently with the decorative window trim. The changes are conjectural and significant and diminish the site's original character.

Setting (The physical environment--natural or manmade--of a historic site. Describe the setting and how it has changed over time.): The setting has not been significantly altered. The typical front yard with a gradual rise from a retaining wall at the street edge to the house has been maintained and the vegetation is informal.

Workmanship (The physical evidence of the crafts of a particular culture or people during a given period in history. Describe the distinctive elements.): Much of the physical evidence from the period that defines the typical Park City mining era home has been altered and, therefore, lost.

Feeling (Describe the property's historic character.): The physical elements of the site, in combination, convey a sense of life in a western mining town of the late nineteenth and early twentieth centuries.

Association (Describe the link between the important historic era or person and the property.): The "T" or "L" cottage (also known as a "cross-wing") is one of the earliest and one of the three most common house types built in Park City during the mining era; however, the extent of the alterations to the main building diminishes its association with the past.

The extent and cumulative effect of alterations to the site render it ineligible for listing in the National Register of Historic Places.

5 SIGNIFICANCE

Architect: ☒ Not Known ☐ Known: (source:)

Date of Construction: c. 1904¹

Builder: ☒ Not Known ☐ Known: (source:)

¹ Summit County records.

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 houses are the largest and best-preserved group of residential buildings in a metal mining town in Utah. As such, they provide the most complete documentation of the residential character of mining towns of that period, including their settlement patterns, building materials, construction techniques, and socio-economic make-up. The residences also represent the state's largest collection of nineteenth and early twentieth century frame houses. They contribute to our understanding of a significant aspect of Park City's economic growth and architectural development as a mining community.²

2. Persons (Describe how the site is associated with the lives of persons who were of historic importance to the community or those who were significant in the history of the state, region, or nation):

3. Architecture (Describe how the site exemplifies noteworthy methods of construction, materials or craftsmanship used during the historic period or is the work of a master craftsman or notable architect):

6 PHOTOS

Digital color photographs are on file with the Planning Department, Park City Municipal Corp.

Photo No. 1: East elevation. Camera facing west, 2006.

Photo No. 2: East elevation. Camera facing west, 1995.

Photo No. 3: Southeast oblique. Camera facing northwest, tax photo.

² From "Residences of Mining Boom Era, Park City - Thematic Nomination" written by Roger Roper, 1984.

SERIAL NO.
RE-APPRAISAL CARD (1940 APPR. BASE)

Owner's Name _____
 Owner's Address _____
 Location _____
 Kind of Building RES Street No. _____
 Schedule 1 Class 3 Type 1-2-3-4 Cost \$ _____ X %

Stories	Dimensions	Cu. Ft.	Sq. Ft.	Actual Factor	Totals
<u>1</u>	<u>x x</u>		<u>984</u>	\$	\$ <u>1867</u>
	<u>x x</u>			\$	\$
	<u>x x</u>			\$	\$

No. of Rooms 5 & Bath Condition Good

Description of Building	Add	Deduct
Foundation—Stone <u>1.00</u> Conc. <u>1/2</u> None <u>1/2</u>		<u>70</u>
Ext. Walls <u>SIDING</u>		
Insulated—Floors _____ Walls _____ Clgs. _____		
Roof—Type <u>GAB</u> Mat. <u>SHG</u>		
Dormers—Small _____ Med. _____ Lg. _____		
Bays—Small _____ Med. _____ Lg. _____		
Porches—Front <u>72 @ .70</u>	<u>50</u>	
Rear <u>30 @ 1.00</u>	<u>30</u>	
Cellar—Basmt— <u>1/4 1/2 1/2 3/4</u> full-floor <u>Conc</u>	<u>35</u>	
Basement Apts.—Rooms Fin. _____		
Attic Rooms _____ Fin. <u>Stairs ONLY</u> Unfin. _____	<u>52</u>	
Plumbing—{ Class _____ Tub _____ Trays _____ Basin _____ Sink _____ Toilet _____ Urns _____ Ftns. _____ Shr. _____ Dishwasher _____ Garbage Disp. _____	<u>350</u>	
Heat—Stove <u>H. A.</u> Steam _____ S. _____ Blr. _____ Oil _____ Gas _____ Coal _____		
Air Conditioned _____ Incinerators _____		
Radiant—Pipeless _____		
Finish—{ Hd. Wd. _____ Floors—{ Hd. Wd. _____ Fir. _____ Conc. _____		
Cabinets _____ Mantels _____	<u>40</u>	
Tile—{ Walls _____ Wainscot. _____ Floors _____		
Lighting—Lamp _____ Drops _____ Fix. _____		
<u>Com. PINE LINED</u>		<u>125</u>
Total Additions and Deductions	<u>557</u>	<u>195</u>
Net Additions or Deductions	<u>195</u>	<u>1867</u>

AV Age 45 Yrs. by { Est. Owner ✓
 Tenant ✓
 Neighbors ✓
 Records ✓

REPRODUCTION VALUE \$ 2229
 Depr. 1-2-3-4-5-6 58/42 % \$
 Reproduction Val. Minus Depr. \$ 936

Remodeled _____ Est. Cost _____ Remodeling Inc. _____ % \$
 Garage—S 8 C _____ Depr. 2% 3% _____
 Cars _____ Walls _____ Out Bldgs. _____ \$
 Roof _____ Size x Age _____ \$
 Floor _____ Cost _____ Depreciated Value Garage _____ \$

Remarks _____ Total Building Value \$ _____

Appraised Oct. 194 9 By CH 1 AS

Serial No. SA 124JAME E. SWEATFIELDLocation Block 11 SA N 1/2 Lot 5 - 9116 + 6Kind of Bldg. RES St. No. _____Class 3 Type 1 2 3 4 Cost \$ 1903 X _____ %

Stories	Dimensions	Cu. Ft.	Sq. Ft.	Factor	Totals
<u>1</u>	x x		<u>984</u>		\$ <u>1903</u>
	x x				
	x x				

Gar.—Carport x Flr. _____ Walls _____ Cl. _____

Description of Buildings	Additions
Foundation—Stone _____ Conc. ☒ None ☒	
Ext. Walls <u>Siding (A) Alum 1963</u>	
Insulation—Floors _____ Walls _____ Clgs. _____	
Roof Type <u>Gable</u> Mtl. <u>Shg</u>	
Dormers—Small _____ Med. _____ Large _____	
Bays—Small _____ Med. _____ Large _____	
Porches—Front <u>6x12</u> <u>60</u> @ <u>80</u> <u>48</u>	
Rear <u>5x6</u> <u>30</u> @ <u>60</u> <u>18</u>	
Porch _____ @ _____	
Metal Awnings _____ Mtl. Rail _____	
Basement Entr. _____ @ _____	
Planters _____ @ _____	
Cellar-Bsmt. — 1/4 1/3 1/2 3/4 Full _____ Floor _____	
Bsmt. Apt. _____ Rooms Fin. _____ Unfin. _____	
Attic Rooms Fin. _____ Unfin. _____	
Plumbing { Class <u>1</u> Tub <u>1</u> Trays _____	
Basin <u>1</u> Sink <u>1</u> Toilet <u>1</u>	
Wtr. Sfr. _____ Shr. St. _____ O.T. _____	
Dishwasher _____ Garbage Disp. _____	
Built-in-Appliances _____	
Heat—Stove <u>X</u> H.A. _____ Steam _____ Stkr. _____ Blr. _____	
Oil _____ Gas _____ Coal <u>X</u> Pipeless _____ Radiant _____	
Air Cond. _____	
Finish—Fir <u>X</u> Hd. Wd. _____	
Floor—Fir <u>X</u> Hd. Wd. _____ Other _____	
Cabinets <u>1</u> Mantels _____	
Tile—Walls _____ Wainseot _____ Floors _____	
Storm Sash—Wood D. _____ S. _____ ; Metal D. _____ S. _____	
Total Additions <u>416</u>	

Year Built _____	Avg. <u>54</u>	Current Value	\$ <u>2319</u>
Inf. by { Owner - Tenant -	Age <u>1949-45</u>	Commission Adj. <u>10</u> %	<u>232</u>
{ Neighbor - Record - Est.		Bldg. Value	<u>2087</u>
Remodel Year _____	Est. Cost _____	Depr. Col. <u>1 2 3 4 5 6</u> <u>33</u> %	
		Current Value Minus Depr.	\$ <u>689</u>
Garage—Class _____	Depr. 2% 3% _____	Carport—Factor _____	
Cars _____	Floor <u>X</u> Walls _____	Roof _____	
Size—_____ x _____	Age _____	Doors _____	
Other _____	Cost _____	x _____ %	
		Total Building Value	\$ _____

Appraised 5-2- 19 58 By 1302

5A 124
Serial Number

OF
Card Number

Owners Name Jane E Sweetfield
Location N 1/2 at 5th with Bk 11 SA
Kind of Bldg. 1 1/2 St. No. 823 Wood Side Ave
Class. 2 Type 1 2 3 4 Cost \$ 100 %

Stories	Dimensions	Sq. Ft.	Factor	Totals	Totals
	x x	984		\$ 2954	\$
	x x				
	x x				

Att. Gar.—C.P. x Flr. Walls Cl.

Description of Buildings Additions Additions

Foundation—Stone Conc. Sills X

Ext. Walls Alum Siding (A)

Roof Type Mtl.

Dormers—Small Med. Large

Bays—Small Med Large

Porches—Front 472 @ 150 108

Rear 30 @ 125 38

Porch @

Planters @

Ext. Base. Entry @

Cellar—Bsmt. — 1/4 1/8 1/2 3/4 Full 40 Floor

Bsmt. Gar.

Basement—Apt. Rms. Fin. Rms.

Attic Rooms Fin. Unfin.

Plumbing { Class 1 Tub. 1 Trays
Basin 1 Sink 1 Toilet 1 550
Wtr. Sfr. Shr. St. O.T.
Dishwasher Garbage Disp.

Heat—Stove X H.A. FA HW Stkr Elec.

Oil Gas Coal X Pipeless Radiant

Air Cond. — Full Zone

Finish—Fir. Hd. Wd. Panel

Floor—Fir. Hd. Wd Other

Cabinets 1 Mantels.

Tile—Walls Wainscot Floors

Storm Sash—Wood D. S.; Metal D. 1 S. 30

Awnings — Metal Fiberglass

Total Additions 766

Year Built 1964 Avg. 1904 Replacement Cost 4486

Age 2. Obsolescence

Inf. by { Owner Tenant - Adj. Bld. Value

{ Neighbor - Record - Est. Conv. Factor x.47

Replacement Cost—1940 Base

Depreciation Column 1 2 3 4 5 6

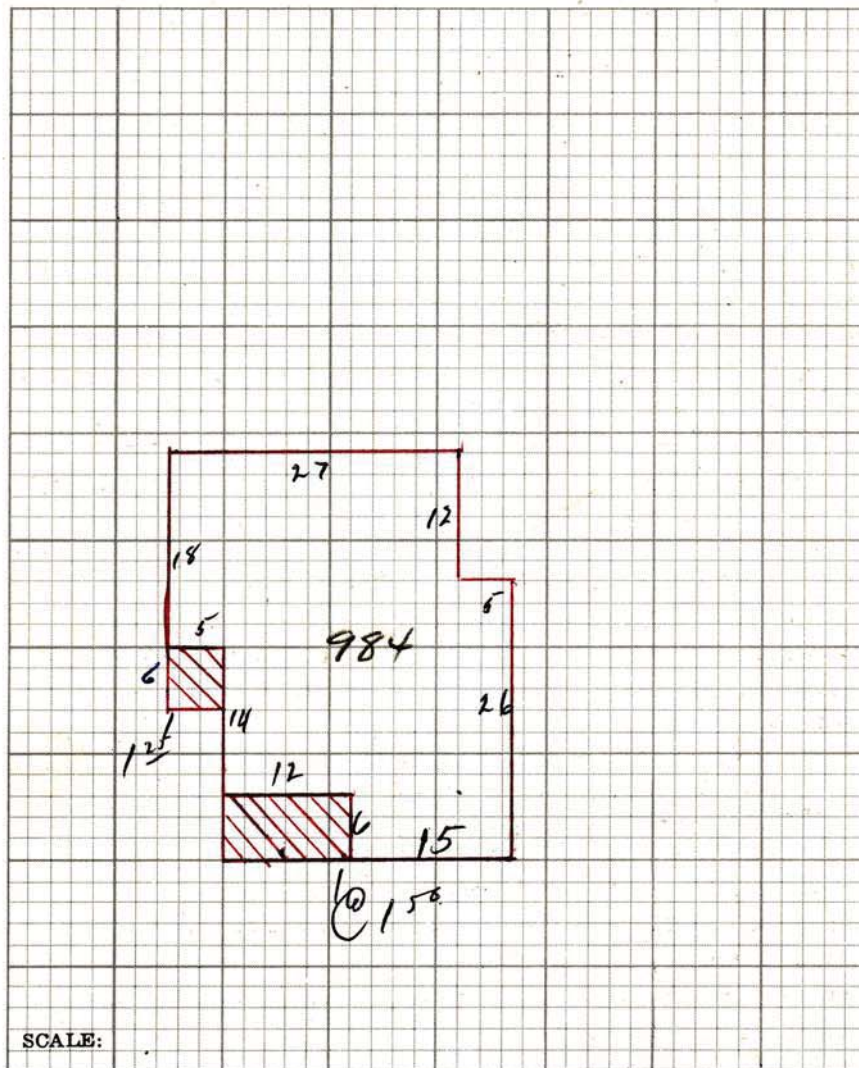
1940 Base Cost, Less Depreciation

Total Value from reverse side

Total Building Value \$

Appraised ① 12-9-68 19 By 1208 1333

Appraised ② DEC 24 1968 19 By



RESIDENTIAL OUT BUILDINGS	Age	Size	Area	Fac- tor	Cost	Conv. Fac.	Adj. Cost	Depr. Value
		x				.47		
		x				.47		
		x				.47		
		x				.47		
		x				.47		
		x				.47		

Garage — Class _____ Depr. 2% 3% _____

Cars _____ Floor _____ Walls _____ Roof _____ Doors _____

Size _____ x _____ Age _____ Cost _____ x 47% _____

1940 Base Cost _____ x _____ % Depr. _____

Total _____

REMARKS _____







823



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

Please hold a public hearing and continue the item to May 14, 2015

Respectfully:

Francisco Astorga, Senior Planner



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

Application withdrawn by the applicant.

Respectfully:

Francisco Astorga, Senior Planner



DATE: May 7, 2015

TO HONORABLE MAYOR AND COUNCIL

Staff recommends the City Council continue Fairway Village No. 1, First Amended subdivision plat to a date uncertain.

Respectfully:

John Boehm, Planner I