PARK CITY
1884

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MAY 7, 1998

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, May 7, 1998.

AGENDA

Work Session - City Council Chambers - Lower Level

3:15 p.m. City Council questions and comments
3:45 p.m. Chamber/Bureau quarterly report
4:00 p.m. Budget review
- Budget introduction, summaries and financial overview
- Staffing strategy and changes - values action plan
- Grants
- Olympic planning
- Financial monitoring and administration

5:45 p.m. Review of regular meeting

Regular Meeting - City Council Chambers - Lower Level

6:00 p.m.

I ROLL CALL

II PUBLIC INPUT

Monthly pass for Racquet Club Fitness Center - Pat Bannister

III COMMUNICATIONS FROM COUNCIL AND STAFF

IV WORK SESSION NOTES OF MEETING OF APRIL 23, 1998

V PUBLIC HEARING

1. Ordinance approving lot line adjustment, amending the Snyders Addition to the Park City Survey to combine lots 6, 7, 8, 25, 26 and 29 of Block 29 at 923 Empire Avenue, Park City, Utah

2. Ordinance approving the first amendment to the Cove at Eagle Mountain Record of Survey located at Gallivan Loop and Meadows Drive, Park City, Utah **(to be continued to a date uncertain)**

VI CONSENT AGENDA

1. Resolution proclaiming Saturday, May 9, 1998 as Letter Carriers Food Day in Park City, Utah

2. Ordinance approving lot line adjustment, amending the Snyders Addition to the Park City Survey to combine lots 6, 7, 8, 25, 26 and 29 of Block 29 at 923 Empire Avenue, Park City, Utah

3. Ordinance approving the first amendment to the Cove at Eagle Mountain Record of Survey located at Gallivan Loop and Meadows Drive, Park City, Utah **(to be continued to a date uncertain)**

4. Ordinance approving a condominium plat for the First Western Mortgage Building at 1245 Deer Valley Drive, Park City, Utah

5. Award of contract to Zions Bank for banking services

VII ADJOURNMENT

Posted: 5/4/98

PARK CITY
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PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
MAY 7, 1998

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

Toby Ross, City Manager; Myles Rademan, Public Affairs Director; Tom Bakaly, Finance Manager; Lloyd Evans, Chief of Police; Frank Bell, Olympic Planning Director; Bob Stephens, Administrative Services Director; Ron Ivie, Chief Building Inspector

Joan Calder, Chamber/Bureau Executive Director; Mike Andrews and Dave Peters, Park City Arts Council; Rich Miller, Habitat for Humanity

Absent: Paul Sincock

1. **Council questions and comments.** The Mayor requested a parking committee meeting to review the data. The City Manager explained that this is tentatively scheduled for June 11. The Mayor, Myles Rademan, and Roger Harlan have been invited to speak in Boise on the same date. It was pointed out that the necessary financial information would not be available until June 11. Ms. Kerr felt the date should remain the same as the public has been put on notice and delaying it is a problem. It was determined to maintain the June 11 parking discussion date and to investigate early afternoon flights from Boise. Roger Harlan distributed a brochure published by the Library regarding its history. He continued that he and Ms. Kerr attended a State Engineer's hearing regarding a protest of Park City's application. In response to a question from Ms. Kerr, the City Manager explained that the senior citizens' van will be replaced. Chuck Klingenstein reported that the Historical Society held a luncheon for retiring Director Yvonne Stokes; the Society hired Sandra Morrison for fill her position.

Myles Rademan noted that at last week's meeting, Fred Jones made a presentation about setting up a task force on the downtown revitalization master plan. Committee groups are in the process of making appointments. The group will be meeting every Tuesday from 8 a.m. to 10 a.m. for several months and there will be public meetings. With regard to involving the Parks and Recreation Board, the Mayor felt this committee should be kept small and its charge is more related to planning than aesthetics. Hugh Daniels understood that the Parks and Recreation Board would be involved once there are more specifics and the Mayor believed that Mr. Jones desired to keep the committee as efficient as possible. Ms. Kerr felt that this would be a visioning process and the Parks and Recreation Board should not be involved yet. Myles Rademan believed that beautification will be a significant part of considerations. The Mayor felt it appropriate that Fred Jones, who is chairing the committee, make a determination about the Parks and Recreation Board's participation. The City Manager stated that the strategies affecting pedestrian connections will be discussed. The Council agreed with the Mayor's suggestion. Chuck Klingenstein volunteered to serve on the committee and Hugh Daniels committed to attend meetings as an alternate Council representative.

2. Chamber/Bureau quarterly report. Ms. Calder stated that the Chamber has been successful in opening a new visitor information center which supplements the services provided at 528 Main Street. It is a high technology center and easily accessible to people. There have almost been as many visitors at the center this week as during a ski week. She added that UDOT was very cooperative in allowing signage on SR 224 and SR248 and hoped the City would consider directional signage for the center as a part of its program.

Ms. Calder stated that December visitor nights were up 3%, January down 4%, February down 4%, and March down 1%. She recognized that there is no better indicator than the sales tax numbers, which will not be available for several weeks. She emphasized that her numbers are not reflective of everyone's business, but seem to reflect the bus ridership experience. Ms. Calder discussed a recent survey regarding the number of restaurant seats, which includes Chamber members in the Snyderville Basin, however, most of the seating is in the Park City. Chuck Klingenstein suggested tracking retail inside and outside the City limits and Ms. Calder indicated that the Chamber also has this information. Mr. Klingenstein expressed that he would be interested in that information. Ms. Calder explained that some of the indoor seats close in the summertime, i.e., Deer Valley Resort and fewer than half the seats are on Main Street. She added that this is a baseline report which will continue to be refined. Although there is no previous information, it is acknowledged that the number of restaurants has grown over the past three years. The marketing summer piece was distributed and Ms. Calder discussed its inclusion in various magazines. This is an upgraded image piece for Park City and reflective of the type of audience targeted. The Chamber is also increasing direct mail and have sent out over 100,000 invitations to call, e-mail, or write back for this piece. She added that there has been an effort to balance the recreational as well as the arts and culture attractions. The Mayor stated that this is the best piece the Chamber has produced and congratulated her.

Hugh Daniels pointed out that there is a proposal in the budget to increase the resort cities sales tax and traditionally the business community would not support this. The revenues may be earmarked specifically for the Olympics which is to the benefit of the business community. He asked if Ms. Calder has a feel for the reaction. She responded that she has not had an opportunity to discuss this with the Executive Board, but will schedule this topic. Ms. Calder agreed that supporting a tax increase is an unusual position for businesses. It would take a careful, thorough, and specific understanding of what the new monies would be proposed for in order for the business community to support a new tax.

3. Budget review.

Budget introduction, summaries and financial overview. Finance Manager Tom Bakaly explained that this is the second year of a two-year budget. The focus this week will be on staffing and next week on capital improvements. He reviewed the schedule for budget review and explained that there will be an additional public hearing on May 14; on June 4 another public hearing will be held and the adoption of the tentative budget is anticipated. Hopefully, tax rate information will be available from the County in early June. He encouraged Council to use the spreadsheets in conjunction with the budget document as another budget document will not be generated this year. This is a "no tax increase" budget. Mr. Bakaly explained that if there is a property tax increase, a truth in taxation hearing must be held. If there is increased valuation due to growth within the base, and the budget remains revenue neutral, then the tax rate would decrease. He emphasized that the City has not only not increased its rate because of assessed values, but the rate has decreased. Ms. Kerr felt it would be helpful to share tax rate information with the media about the past five to six years. Roger Harlan suggested having this information on the tax bill produced by the County as the City is often mistakenly criticized as raising taxes. Mr. Bakaly didn't feel it was possible to do anything on the tax bill and Hugh Daniels explained that work is being done on an informational budget piece for citizens.

Mr. Bakaly emphasized that Council will be revising the financial plan for this year, and the capital improvements program is a five-year plan. Fiscal year 1999 increased substantially because many federally funded projects appeared in the budget, but it is not proposed to appropriate $20 million for projects this year and many of them have been moved out. This will be discussed further next week. The Finance Director explained that budgets have to be before the Council by the third week in May according to state law. He pointed out that the budget for FY 1998 should be adjusted from $49,223,000 to $79,151,000 reflecting a change of $29,928,000, keeping in mind that this is due to interfund transfers. The adjustment is mainly due to funding capital improvement projects from last year, however, the money was unspent and the budget will be adjusted to reflect that. He pointed out an entry for $4 million which represents refunding some RDA bonds on Main Street under debt service. The original budget in 1999 went from $30.8 million to a plan of $1.9, but that is being adjusted to what the City is actually going to spend this year and moving larger federally funded projects out. This represents a change of almost $20 million to a budget of $31.5 for 1999. In response to a question from Roger Harlan, Mr. Bakaly explained that "other" under "resources" includes funding from the federal government. He continued that there is not a lot of change in revenue from 1998 to 1999. This is a no tax increase budget and the City is continuing the process of matching expenses with revenues and if Council would like to add a program or project, there needs to be a transfer of funding. Hugh Daniels interjected that in the past, the City had large carry-overs that were allocated to the capital improvements budget; that is no longer the case.

With regard to the capital improvements budget which will be discussed next week, Hugh Daniels expressed that the spreadsheet can be misleading as there could be major decreases to projects, but it doesn't mean that they're eliminated.

Staffing strategy and changes - values action plan. The Finance Director explained that last year the City Council approved staffing changes for 1998 and 1999. When the 1999 plan is compared to 1998, there is an 11.75 increase in personnel; 9.5 of those were approved as part of the plan last year resulting in the addition of 2.25 to the new plan. There will be no formal department presentations, but managers are available for clarification on proposals. Mr. Bakaly noted that in the Community Development Department there is a reclassification of a senior building inspector and the special project manager is proposed to be a full-time position with benefits. Last year, Council approved four positions for 1998 and two positions for 1999 in the Police Department, offset by the reduction for Police Officer I. The lieutenant position is requested which would be offset by reduction of two police officers who have not been hired yet. He explained that the Department recommended this position with no offset, but that is not the Manager's recommendation. In response to a question from Shauna Kerr, Mr. Ross indicated that the four positions for 1998 were not filled because there were resignations.

Chief Lloyd Evans explained that the lieutenant's position is intended to be an internal promotion from the supervisory staff. Chuck Klingenstein emphasized that this adds management, and cuts back on police presence on the street. Chief Evans explained that without a mid-manager's position, results in his running the day-to-day departmental affairs, not doing things much differently than when he was Deputy Chief, and then accepting the Chief's responsibilities as well. It becomes a relative health issue for the Department and to prevent him from being "bogged" down he really needs someone to assist him with the management with the day-to-day operations in a manager's role. He relayed that they have had a relatively difficult time in filling positions with qualified police officers and have carried vacancies. It doesn't make sense to go into a budget year carrying more vacancies and Chief Evans believed this negotiated resolution is the best way to manage the Department. He believes that there will need to be additional officers on the street in some future time frame, but the problems of the organization need to be addressed now. In response to a question from Shauna Kerr about recruiting officers, Chief Evans explained that Park City is not the only organization looking for employees and competing with larger agencies for the same pool of individuals is difficult. Park City's standards aren't higher or more restrictive, it's just a matter of personal decisions. Mr. Harlan asked if the reserve program would continue to attract younger officers. Chief Evans explained that the reserve program has been a benefit; there will be supervisory changes and changes to meet new statutes, but it is intended to continue this program into the future. There was discussion about POST graduates, and Chief Evans explained that it has been the Department's practice to hire someone with experience to avoid a learning curve that may entail two years. Ms. Kerr suggested that with the Olympics coming, the City could hire new graduates so there is lead time for a learning curve and in consideration that all the agencies will be looking to hire people in that time frame. Chief Evans understood her point, but expressed that one of the problems is not looking at the Department's needs today. Hugh Daniels stated that he has trouble supporting this position and losing two line officers, although he understands the difficulty in hiring. Adding another manager is difficult for him to support. The Mayor disagreed with Mr. Daniels and felt strongly that if a pool of applicants would surface, he would be willing to look at the contingency budget to accomplish staffing. Based on Chief Evans' work load, Mayor Olch supported the proposal for the lieutenant position. Chief Evans explained that the proposal is when he promotes the supervisory employee, that the supervisory position would not be replaced. Mr. Daniels pointed out that this would result in another vacancy in line staff. The City Manager explained that even with this plan, there is a additional recruitment required at the lower level.

Toby Ross clarified that the City has typically been able to hire one person for a recruitment and sometimes none. There are four positions available, there are three vacant positions, and recruitments aren't handled simultaneously. The City has taken the position of not hiring marginal employees, but have seriously discussed hiring inexperienced individuals. It will be fortunate to have positions filled in this budget year. He was not certain that providing two more positions would get more officers on the street, but Chief Evans may ask for two more positions in 2000. It does indicate that the supervisory staff is being increased by one position and that is a philosophical question Council will have to deal with. The City Manager stressed that he feels the position is justified and the perception that there is no on-street presence is not exactly true. Not only can the lieutenant be on the street in a supervisory, training, or an emergency situation, but in freeing up Chief Evans, there is an opportunity for him to affect the effectiveness of patrols. Ms. Kerr asked what the Council could do to fill these positions so that working for Park City Municipal Corporation is more attractive to candidates. She is willing to adequately staff the Police Department. Chief Evans expressed his appreciation and added that the City is committed to bringing the best employee here, and the response to recruitment is difficult to understand. Raising salaries may make a difference, but he believes it comes down to an individual's perspective of quality of life for him and his family. A certain segment of the law enforcement community prefers to live in the town that they serve and don't want to commute. Considering the size of the department, an individual who turns out to be a mistake, represents a significant amount of time lost in training and a fair impact on the department across the board. He apologized for not clearly identifying the problem, but two officers left because of personal goals and their resignations had nothing to do with the Department or pay, but related to quality of life for them. The Department has just conducted a recruitment, and is looking at three individuals who are in the final stages of review. In response to a question from Roger Harlan, Chief Evans noted that a majority of his officers live outside the County. Mr. Harlan discussed attracting officers from other agencies and including housing as part of the package. Chief Evans felt that an individual who is young with few family commitments is more likely to want to live closer to this community. An officer with a wife and established family and home, is less likely to consider Park City because of diminished qualify of life.

Frank Bell, Olympic Planning Director and former Chief of Police, explained that operating the Police Department without a second in command was an experiment for a year or so. He always had the honor and privilege to have Lloyd Evans work as his Deputy and manage the day-to-day affairs of the Department. This left him free to work on the planning and managing of the goals of the Department in conjunction with the Council and City Manager, and his personal goals which are established by the City Manager as well. When this was set up, it was recognized that there were some risks involved and staff may be back before Council asking that this position be reinstated. He believes that the Deputy Chief of Police is critical to handling the minutia so that the Chief can manage in the context of the community vision. Mr. Bell has observed Chief Evans develop in this position over the last nine months and he is doing a marvelous job, but feared he will not be doing the sorts of things that need to be done in the community if he has to continue to "be all things to all people". He pointed out that it is very difficult to operate an organization with 35 people, in this case, without a good second in command. Chief Evans needs someone to be in command when he is out-of-town or not available and it needs to be the same person day in and day out, with sufficient management skills and expertise. Frank Bell supports this position and clarified that he lobbied against a full Deputy Chief position but given the desire for an internal promotion, felt it ought to be filled at a lower level, allowing that person to grow into the Deputy position. The Mayor again stated that he is in favor of supporting the position. Chuck Klingenstein acknowledged his initial reticence, but Chief Evans' argument is well taken. He understood there will not be a diminishment of street presence which is key to him, and will therefore support this. Hugh Daniels felt that eventually this position will be needed, but disagreed with filling it currently. Shauna Kerr supports this position and anything Council can do to adequately staff the Department. Roger Harlan expressed his support for an assistant to the Chief.

Tom Bakaly discussed other Police positions outlined in the spreadsheet. In Public Works, there are two secretarial positions, adjudication officers and project manager. The Mayor asked if the project manager would be filled internally and the City Manager responded that the City would recruit for that position. Hugh Daniels stated that he doesn't have a problem with a project manager to keep things on budget, but asked that it not necessarily be tied to Public Works. There are projects in other departments and it may make more sense to have that person in Administration as opposed to Public Works. He recognized the current of needs of Public Works, but was uncertain if the position belonged there in the organizational table. Mr. Bakaly discussed the staffing in the Administrative Services Department, including an accountant, which would be funded by the enterprise funds as that person would manage enterprise operations. Hugh Daniels understood that this would be a CPA position and Mr. Bakaly expressed that the position should be filled by a qualified person. Mr. Daniels noted that he supports the position, but is uncertain if a CPA is required. Mr. Bakaly explained that the housing allowance for the Finance Department has been increased as more employees live within the allowance boundaries.

In response to a question from Shauna Kerr, Bob Stephens explained that he is exploring the option of moving the court and finding that it is more complicated than originally anticipated because of the issue of the City retaining a court presence. The staff is contemplating the concept of a municipal or justice court within the City limits and "farming" out the third district matters. However, Judge Saddler has expressed reluctance to absorb the City's work load. He continued that Salt Lake City is trying to change some of the regulations for the process for trials de novo being moved from the justice court to the district court and staff is waiting for that to get settled. Judge Nearing would like a decision by July 1 but there is no way that date can be met, but it is proposed to move jury trials to the new justice center as arraignments will be conducted there and it will become a court of record. The court's workload has been increasing and a temporary has been hired to assist during the state computer conversion which has been very difficult. Mr. Stephens is requesting an additional .6 position for a bailiff to be shared with the County as the court security system is becoming more critical. In summary, the request is for additional clerical help and a bailiff.

Mr. Bakaly reviewed the Leisure Services Department's request for staffing or reclassifications affecting library assistant, library director, parks and golf supervisor, secretary, golf course starter, recreation coordinator, and the Recreation District contract dealing with the City's obligation to maintain fields. Under the City Manager's Department, there is an administrative secretary which is an additional position. The City Manager explained that the Legal Department will be relocating along with its support staff. This person would support his and Linda Cook's operations who will moving into the legal offices. Mr. Bakaly explained the reclassification of a building inspector to a full-time "project manager". In response to a question from Chuck Klingenstein, Ron Ivie, responded that their work drops off somewhat in the wintertime, but it is hoped to retain a contract employee who is very qualified whose primary assignment would be the resort project. Chuck Klingenstein requested more information on the administrative secretary and the project manager for Public Works as he felt Hugh Daniels made a good point. The City Manager assured Council that staff would come back with options for the project manager proposal, and in the context of the space needs issue scheduled next week, staff implications will also be discussed.

Grants. Tom Bakaly explained that the City appropriates a total of 2.25% of its annual General Fund budget each year for grants. He referred to the grants spreadsheet and added that the Grants Committee supports this recommendation. The Arts Council and Habitat for Humanity are requesting additional funding, which the committee does not support. The Mayor invited applicants to discuss their requests.

Arts Council. Mike Andrews, Park City Arts Council, referred to his written request (attached) outlining objectives. The Park City Arts Council has grown from a fledgling organization to a mature and fiscally responsible organization. He introduced Dave Peters who is the Treasurer. Last year as they undertook the granting process for the Council, it became clear that the allocations are not meeting the demands. They will be involved in their next round of granting very shortly and expect to see a significant increase in the amount requested. Last year, the requests totaled $39,000 and 60% was granted. He pointed out that some of the funds allocated to the arts goes for current administrative expenditures and they have made a diligent effort to change the balance of funding. Dave Peters added that about four years ago, 80% or 90% of the funding was public which has shifted to about 40% public, 30% private, and 30% event generated. He also believed grant requests are going to increase significantly and applicants can be turned down once or twice, but eventually will not return. They are not necessarily here asking for more funding for the Arts Council, as much as they are asking for support of their additional responsibility of being an advocate for funding other art organizations and .0076 could be .009. Mr. Peters explained that the current office space in the Main Street Mall but the Arts Council is looking for a less transient, more "dignified" publicly accessible space. Mr. Andrews requested that the additional funds go directly to the granting process and not to administrative expenses. It is their goal to become self-sufficient at some point in the future in handling those expenses. This is money that will result in benefit to citizens and he pointed out that .0076 is a small percentage of a $31 million budget. The Arts Council will meet with the County Commission on June 1 on getting the 1/10 of 1% tax for arts and recreation on the ballot. They will be coming back to Council regarding office space next week when space needs will be discussed. Mr. Andrews commented on the Arts Council's potential role in procuring grants relating to the Olympics. Mr. Peters pointed out Joanna Charnes' success over the past four or five years with demonstrating that the Arts Council can accomplish its goals, and she hopes to spend more time writing grants and securing public and private monies that will reduce dependence on governmental funding. He discussed the success of the film series and their continuing improvements in financial monitoring.

As a member of the Grants Committee, Hugh Daniels pointed out that if the 1/10 of 1% arts tax is successful, it will provide a sizeable income for the Arts Council and since most of it would come from Park City, it may be unlikely that the City would provide a grant. He hoped that they look at bringing back programs where the sales tax is generated. There was a request for 1% of the capital improvements fund which the City Attorney viewed as an impact fee and the committee did not recommend a General Fund allocation for the 1%. Concerning space, the committee felt it appropriate to look at that with all interested non-profits in conjunction with the City's space needs study. With regard to the increase in the percentage, it was felt that it would be unfair to arbitrarily increase a percentage without looking at all categories and not necessarily appropriate to do this in the middle of a two-year budget. He pointed out that the arts will receive 7% more than last year because the rate has increased. It may only represent $3,000, but is more than they received last year. He is pleased with the system and appreciates their efforts in granting art funds. The committee is interested in hearing Council's comments on their recommendation of not increasing the percentage at this time.

Roger Harlan pointed out the merits in exploring alternatives in funding and noted that the Friends of the Library have raised $12,000 for the Library. Ms. Kerr stated that she served on the original committee who established the criteria for grants. It was never her vision that the City continue increase percentages for organizations, but rather the City divide the "pie into smaller pieces" allowing more groups to become involved. She feels this is working and sees no change in circumstance that would merit a change in the policy. Grants are seed money and not intended to continue to fund organizations or increase funding indefinitely. She was also reluctant to change the policy in the middle of a two year cycle and there is an increase of $3,000. Mike Andrews thanked Council for their support over the years, but explained that there are more worthy proposals for their consideration and there may be a greater need than Council envisioned. Dave Peters added that he had wished that they brought those proposals for Council to see, and it won't be devastating if the Arts Council doesn't get the funding now, but they are building some momentum. He felt that rather than talking in abstracts, it would be helpful for Council to receive a grant report. Ms. Kerr relayed that Council has had that presentation in the past and it is helpful. With regard to space needs, she felt it is premature for the Arts Council to make a request as the City's needs have to be addressed first. Mr. Andrews indicated that he just wants to get in "front of the line".

Chuck Klingenstein complimented the Arts Council on its performance and discussed the City's role in providing seed money until an organization becomes self-sufficient. He encouraged them to consider a contract for services, particularly for cultural tourism. There is a contingency fund for special contracts and this could be done in conjunction with the Chamber/Bureau. Mr. Andrews indicated that they have applied for restaurant tax money for that purpose. Mr. Klingenstein stated that there will never be enough money, and the more funding allocated toward grants, the more demand. He could support a non-profit center and perhaps this could be tied into an Olympic legacy, but this may take some time.

Habitat for Humanity. Tom Bakaly explained that this request is for $5,000 for administrative costs. Last year, Council provided a one-time contingency grant in this amount for this purpose. The committee would like some direction on using grant funds on operations. The policy allows for this if certain criteria is met, but there was question on the part of the committee as to whether Habitat meets the criteria.

Rich Miller of Habitat for Humanity explained that not only does the policy state grants may be used for operations, but it is clearly stated in the first paragraph. With regard to direct benefit to Park City, Mr. Miller pointed out the referral service offered by their office located in Park City. There is a Park City family on their wait list; they conduct a volunteer training program and are a community service outlet for many City residents. Many City employees worked on the Habitat home last year and other Habitat associations charge corporations to work on project homes as a form of team-building. He encouraged the City to consider this program. Hugh Daniels stated that the committee did not arrive at agreement on this, and is looking at Council for direction. He agreed there is language about grants using funds for operations, however, the application must meet criteria. There is a question if this should be considered as part of the policy which is not the expressed goal of Council. Hugh Daniels emphasized there is no question that there is support for Habitat for Humanity as an organization and for what it does for the Greater Summit County area where it has been particularly successful. He recognized the difficulty in accommodating projects within the City limits as property is expensive. The committee was concerned about providing on-going funds for operations for an office, which would have to come out of the contingency grant fund which may not always be available in the future and may be setting up an organization for failure. There was also a concern that the criteria be met of providing direct benefit to the citizens of Park City. The committee hoped there would be a specific Habitat project that the City could participate in, i.e., matching grant, rather than funding operations.

Roger Harlan disclosed that he serves on the Board of Directors of Habitat for Humanity. He pointed out that City employees working on Karen Robinson's house was a meaningful experience. Habitat makes a terrific contribution to the community and he would like that to continue. Rich Miller stated that the $5,000 granted last year was very helpful and they are continuing to grow financially, but it may be a year or two before they become self-sufficient. In response to a question from Roger Harlan, Rich Miller noted that if there is a specific City project, they would like to come back to Council with that, and stated this would be their last request for operations. Ms. Kerr stated that perhaps Mr. Miller is too honest about what he wants the money for and asked if there is some way to fund a Habitat project that could be categorized with special contracts or housing as she would like to fund the $5,000 request this year. Rich Miller suggested it could fund a team-building weekend for City employees. Another idea is the City participating as a sponsor for their annual triathalon fund-raising event. Ms. Kerr felt sponsoring an event is similar to the grant for the National Abilities Center. Chuck Klingenstein agreed with Ms. Kerr's comments and recalled having this same conversation last year; he felt that a specific project would be very appropriate. Hugh Daniels emphasized that there is some leeway as it is not currently budgeted, and anything for Habitat could be done at any time as it will come from the contingency. It was clarified that Mr. Miller would not have to come before Council again, but should present his proposal to the grants committee.

Tom Bakaly summarized that next week, Council will review Olympic planning and financial planning along with the capital improvements budget. There will be discussions on concerns raised on staffing. Ms. Kerr requested that the grants policy be revised to eliminate an option for funding for operations.

3. Review of regular meeting. There were no comments or questions on the agenda. See regular meeting minutes.

Prepared by Janet M. Scott

PARK CITY
1884

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MAY 7, 1998

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, May 7, 1998. Members in attendance were Brad Olch, Hugh Daniels, Roger Harlan, Shauna Kerr, and Chuck Klingenstein. Paul Sincock was excused. Staff present were Toby Ross, City Manager; Rick Lewis, Community Development Director; and Kevin LoPiccolo, Planner.

II PUBLIC INPUT

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

Monthly pass for new Racquet Club Fitness Center - Pat Bannister, Prospector Athletic Club Manager, stated that it has come to his attention that the City will be directly competing with the Prospector Athletic Club. They addressed this issue when the City was acquiring equipment for the weight room, and the City indicated there would be a daily user fee. Now it is proposed to be a monthly fee and City employees have stated to him personally that the purpose of this is to compete with Prospector. He felt it is not the City's role to put private businesses out of business. Their tax dollars support the City, and part of that is now being used against them to put them out of business. He stated that owner John Gage recently invested $1 million in the Prospector Athletic Club and this proposal appears at an inopportune time. He felt that the City changing its policy is offensive. They have been consulting with their attorneys and anticipate a meeting with Council and/or City staff.

Roger Harlan disclosed that on Tuesday at 1:30 p.m., Toby Ross, Bob Johnston, John Gage, and he will be meeting at The Yarrow. He invited Jodi Hoffman as Mr. Gage will be bringing his attorney. He expressed his surprise that Mr. Bannister is making a quantum jump that the City is putting them out of business when the program has not been implemented and feared he may be operating with a "fear of the future". He has had conversations with Mr. Gage and hopes that Mr. Bannister is invited to that meeting. Chuck Klingenstein stated that Mr. Bannister has made some serious allegations, which has occurred before, and encouraged him to meet with the City Manager regarding employees' statements.

III COMMUNICATIONS FROM COUNCIL AND STAFF

In response to a question from Chuck Klingenstein, Rick Lewis explained that Richard Jaffra is in the process of reviewing language changes for the lighting ordinance and has not reported back to him yet.

IV WORK SESSION NOTES OF MEETING OF APRIL 23, 1998

Shauna Kerr disclosed that she will be abstaining as she was absent. Hearing no corrections or omissions, the Mayor requested a motion to approve. Hugh Daniels, "I so move". Chuck Klingenstein seconded. Motion carried.

Hugh Daniels	Aye
Roger Harlan	Aye
Shauna Kerr	Abstention
Chuck Klingenstein	Aye
Paul Sincock	Absent

V PUBLIC HEARING

1. Ordinance approving lot line adjustment, amending the Snyders Addition to the Park City Survey to combine lots 6, 7, 8, 25, 26 and 29 of Block 29 at 923 Empire Avenue, Park City, Utah - See staff report. Kevin LoPiccolo, Planner, explained that this plat amendment combines six lots into one which is required as part of obtaining a building permit. The Mayor invited the public and the Council to comment. Hearing no input, the Mayor closed the public hearing.

2. Ordinance approving the first amendment to the Cove at Eagle Mountain Record of Survey located at Gallivan Loop and Meadows Drive, Park City, Utah (to be continued to a date uncertain) - The Mayor requested a motion to continue to a date uncertain. Chuck Klingenstein, "I so move". Shauna Kerr seconded. Motion carried.

Hugh Daniels	Aye
Roger Harlan	Aye
Shauna Kerr	Aye
Chuck Klingenstein	Aye
Paul Sincock	Absent

VI CONSENT AGENDA

The Mayor requested a motion to continue Item 2 to a date uncertain. Shauna Kerr, "I so move". Chuck Klingenstein seconded. Motion carried. The Mayor noted that there are four remaining items on the Consent Agenda and requested a motion to approve. Chuck Klingenstein, "I move to approve the Consent Agenda as outlined". Shauna Kerr seconded. Motion carried.

Hugh Daniels	Aye
Roger Harlan	Aye
Shauna Kerr	Aye
Chuck Klingenstein	Aye
Paul Sincock	Absent

1. Resolution proclaiming Saturday, May 9, 1998 as Letter Carriers Food Day in Park City, Utah - See staff report.

2. Ordinance approving lot line adjustment, amending the Snyders Addition to the Park City Survey to combine lots 6, 7, 8, 25, 26 and 29 of Block 29 at 923 Empire Avenue, Park City, Utah - See staff report and public hearing.

3. Ordinance approving the first amendment to the Cove at Eagle Mountain Record of Survey located at Gallivan Loop and Meadows Drive, Park City, Utah **(to be continued to a date uncertain)** - The owner requested that this item be postponed. See staff report, public hearing, and Consent Agenda motion.

4. Ordinance approving a condominium plat for the First Western Mortgage Building at 1245 Deer Valley Drive, Park City, Utah - See staff report.

5. Award of contract to Zions Bank for banking services - See staff report.

VII ADJOURNMENT

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

* * * * * * * * * *

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

Prepared by Janet M. Scott

Janet M. Scott

Janet M. Scott, City Recorder

PARK CITY 1884

COUNCIL AGENDA REPORT

DATE: May 7, 1998
DEPARTMENT: Administrative Services
AUTHOR: Tom Bakaly, Finance Manager TBB
TITLE: FY 1999 Budget (next year) & FY 1998 Revised Budget (current year)
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATION:

- Review the budget on May 7th and May 14th; Conduct a Public Hearing on May 14th, June 4th and June 18th; Adopt the FY 1999 plan with recommended changes as the FY 1999 budget. (Tentative adoption is scheduled for June 4, 1998 and final adoption on June 18th)
- Adopt the "Certified Property Tax Rate" {No Tax Increase Rate} for FY 1999. [*Actual tax rate will not be known until Mid June]*
- Review & adopt the recommended changes to the FY 1998 budget (Tentative adoption is scheduled for June 4, 1998 and final adoption on June 18th)

DESCRIPTION:

A. **Topic:** In accordance with Utah State Code, the City Council must adopt a budget for each fiscal year. Last year, as part of the budget process, the City used a two-year budget process. At that time, the City Council adopted both a budget for FY 1998 and a financial plan for FY 1999. It is now time to formalize the FY 1999 plan by appropriating funds and adopting the FY 1999 budget. At the same time, the City Council also should adopt an adjusted budget for the current Fiscal Year (FY 1998).

B. **Background:** During the second year of the two-year budget, the City usually emphasizes Capital Improvements and changes that need to be made to the previously developed fiscal plan. Please see the Attachment A spreadsheets showing the recommended changes to the FY 98 (current) budget, as well as changes to the FY 99 (next year) budget. This spreadsheets will be discussed on May 7, 1998.

The budget presentation for this year will focus on the recommended changes to the FY 1999 Plan. A new complete budget document will not be presented. Rather, the budget document adopted last year and the approved changes to the FY 1999 plan will constitute the FY 1999 Budget. Therefore, City Council should plan to use its budget document as a "guide" during this budget update process. Additional budget documents will be available if necessary at the May 7th meeting. The budget discussions will focus on those changes that are deemed necessary to address the goals adopted by the City Council during its January retreat. The following is the recommended schedule for updating the FY 1998-99 Budget:

May 7th — **Operating Budget**

1) Budget introduction, summaries & financial overview
2) Staffing Strategy and Changes - Values Action Plan
3) Grants
4) Olympic Budgeting
5) Financial Planning

May 14th — **Capital Improvement Budget**

1) Major Project Areas
   - Transit and Federally Funded Projects
   - Redevelopment Agency Projects
   - Trails and Open Space
   - Recreation Plan and Facilities
2) Other Projects/Issues
   - Public Works Building
   - Sandridge Parking Lot
   - Space Planning
   - Impact Fees

May 14th

1) Hold Public Hearing on the Budget and continue to 6/04/98.
2) Discussion on budget as needed

May 28th — No meeting scheduled, available if necessary

June 4th	1) Hold Public Hearing on the Budget and continue to 6/18/98.	
	2) Tentative adoption of recommended FY 1999 Budget	
	3) Tentative adoption of FY 1998 Amended Budget	
June 18th	Continuation and closure of the public hearing on the budget, with final adoption, by resolution, of both the FY 1999 Budget, the FY 1998 Adjusted Budget, and the certified no increase tax rate for FY 1999.	

C. Analysis:

OPERATING BUDGET

Financial Overview: The City's total recommended adjusted budget for 1997-98 is $53,666,422 and $31,501,993 for FY 1998-99. The FY 1997-98 adjusted budget has gone up significantly from the original budget of $30,854,933 to reflect unspent CIP project balance from prior years. Conversely, the budget for FY 1998-99 has gone down significantly from the 1998-99 Plan (51,964,400) due to the fact that large federally funded transportation projects originally planned in FY 1998-99 were moved to FY 1999-2000. The FY 1998-99 budget is only up slightly when compared to the FY 1997-98 original budget. Please see Attachment A for general summaries relating to expenditures and revenues. With a few significant adjustments (primarily dealing with staffing and the CIP) revenue and expenditure projections have remained virtually the same when compared to the original FY 1998-99 Plan that was approved as part of the two-year budget last year. The City is basically continuing its trend of matching ongoing expenses with ongoing revenues.

Because this is the "off-year" of the two-year budget, staff will focus on major changes to the FY 1997-98 and FY 1998-99 budget. Naturally, if City Council is interested, staff can provide and explain any change that City Council would like to see. It should also be noted that department and City Manager recommendations were the same except as noted on the personnel spreadsheet.

Staffing Strategy and Changes - Values Action Plan: Please see the attached spreadsheet that summarizes recommended staffing changes from the FY 1999 Plan that was approved last year. Also, please refer to page 327 of the Budget Document for a summary of all personnel changes approved for both fiscal years last year. The FY 1998-99 Plan includes 11.75 additional "regular" positions when compared to FY 1997-98. This represents a 2.25 position increase when compared to what was approved in the FY 1998-99 Plan last year. As part of the two-year budget document (pages 4-5), City Council approved the recommended pay plan for FY 1998-99. This pay plan has remained unchanged except for changes described in the FY 1998-99 positions spreadsheet. In addition, contingency and Human Resources consulting funds have been included for the implementation of the City's Values Action Plan.

Grants: In May of 1996, the City Council adopted a new policy that governs the disbursement of grant funds. This policy is included within the Policies and Objectives section of the recommended 1997-98 Budget (p.48 of the budget document). In addition to establishing criteria for determining grant recipients, the policy also established categories in which organizations receiving grants were placed. Each category then gets a portion of the total funds appropriated for grants. The total amount of funds available for grants is a percentage (2.25%) of the General Fund budget for each year. Attached is a spreadsheet showing the amounts of grants awarded to various non-profit organizations and programs.

During May of 1997, as part of the budget process, City Council formed a Grants Subcommittee to review additional grant requests and make recommendations to the City Council. The Grants Subcommittee consists of Council member Daniels, Council member Harlan, and a City staff representative (Tom Bakaly).

The Grants Subcommittee has met and has approved the attached spreadsheet with the delineated grant amounts. Please note that it is recommended that the Counseling Center receive an ongoing Special Services grant for counseling services.

There were two additional requested changes to the grant disbursement formula that have not been incorporated into the recommended budget. The organizations requesting those changes were the Arts Council and Habitat for Humanities. Their requests are attached to this report.

<u>Arts Council:</u>

1) Park City Arts Council Seeks Permanent Location: The Arts Council has listed several City facilities that they would like to occupy in lieu of their current office space. The Arts Council understands that if this request was honored, their current grant would be reduced by the value of the rent and they would fall under the rent contribution category on the spreadsheet. The Grants Subcommittee felt that this request warranted more study. A study of this request should include a discussion of the City's own space needs and the space needs of non-profit organizations in general. Staff recommends that the City Council provide more direction on how they would like to proceed on this issue. Perhaps this discussion can be elaborated upon further on May 14th when the City Council addresses office space planning in the context of the CIP budget.

2) Park City Arts Council Seeks Increasing Budget for Arts: Of the five ideas that the Arts Council suggested, only two directly applied to the City.

A) Park City Arts Council would like the City to establish a Public Art Program. The Arts Council suggested that 1% of capital improvements be allocated to public art. After discussions with the Arts Council, it was clarified that their intent was to establish a building fee that would be set aside for the Arts. After discussions with the City Attorney's Office, it was determined that such a fee would be considered an impact fee and would be precluded by State law except as it may apply to the City's own capital projects.

B) The Park City Arts Council would like the City to double the grant percentage allocated for the arts. In the FY 1998-99 Recommended budget, .29% of the General Fund ($40,928) is allocated to the Arts. This is almost $3,000 more than the prior year due to an increase in the General Fund budget. The Grants Subcommittee felt that the current percentage was appropriate compared to other grant categories and recommend not approving the request.

Habitat for Humanity:

Habitat for Humanity has requested an ongoing $5,000 grant for operations. Individual Council members have expressed their desire for grants to fund programs and start-up costs, rather than ongoing operations. The grants policy does state that grants may take the form of ongoing cash contributions for operations (attached). In practice, all of the grants currently issued are either program or service related. The policy also outlines several criteria that need to be met in order to receive funding. There is some question as to whether or not the grant request from Habitat for Humanity satisfies those criteria. The Grants Subcommittee recommends that the City Council have a discussion on May 7th about whether it wants to issue grants to organizations solely for the purpose of operations. This discussion should occur in the context of the current grants policy and the intent of the City Council. Also at that time, the City Council will need to amend the grants policy to reflect the correct percentages shown on the attached spreadsheet. The Grants Subcommittee decided to not take formal action on this individual grant request prior to the City Council discussion described above. Therefore, funds for a grant to Habitat for Humanity were not included in the recommended budget.

Olympic Budgeting: Last year, the City Council adopted a policy regarding Olympic expenditures (p.54 of the budget document). The policy mentioned that direct expenses may be budgeted in the update of the FY 1998-99 Plan (the current budget process). The recommended FY 1998-99 Operating Budget contains very few changes from the FY 1997-98 Operating Budget. Staff anticipates developing an Olympic Operating Budget as part of the 1999-2000 and 2000-2001 two year budget next year that matches the City Council's goals for the Olympics. Efforts during FY 1998-99 will focus on identifying City resources and requirements and assessing their relationship to SLOC's goals and budget needs.

Olympic Stabilization and Legacy Fund: On May 7th, staff would like to get early input from the City Council on the creation of an Olympic Stabilization and Legacy Fund. After the City Council Olympic work session on April 13, 1998, it became clear to staff that City Council is envisioning active involvement by the City in the Olympics. Major Olympic goals identified by the City Council related to Legacies, Transportation and Open Space. These "capital goals" may require an independent revenue source. Staff is uncertain whether or not revenues related to the Olympics will be sufficient to cover these capital goals and fund Olympic operations. Experiences in Hakuba and Nagano suggest that sales may actually be down in 2002 during the Olympics. However, sales in Olympic venue cities have been shown to increase in the years leading up to and after the Olympics.

Staff would like the City Council to discuss the possibility of creating an Olympic Stabilization and Legacy Fund which could be funded in part by an increase in the Resort City Sales Tax. The City Council has the authority to raise the Resort City Sales Tax rate from its current amount of 1% to 1.25 %. The City could "sunset" or limit the time that the increase was in effect. Using last year's sales tax figures, a .25% Resort City Sales Tax increase would bring in about $800,000 per year. These funds could be used to fund capital purchases and improvements on an ongoing basis. Or, perhaps the City could use this additional revenue stream to fund debt service for bonds and use the $4 - $5 million in bond proceeds for open space or other capital purchases.

Many of the resort cities in Utah recently raised their resort sales tax as permitted by the new State legislation. Attached is a schedule of sales tax rates throughout the State. If the City Council would like to proceed on the sales tax idea, staff would need direction in order to preliminarily begin the process. The City Council should also contemplate the creation of the fund, regardless of their position on the sales tax idea, and consider contributing to that fund with City resources over the next couple of years.

Financial Planning: As stated earlier, this is a "no tax increase' budget. This means that the City will not be raising its property tax rate this year above the certified rate. As the City's ongoing expenses more closely match its ongoing revenues, the City will need to closely monitor its finances. If the City Council wishes to continue its program of open space acquisition, the City should consider tax increases similar to the sales tax increase described above. Property tax increases are not confined only to property tax rate increases to fund operating expenditures. Through a General Obligation (GO) Bond election, taxpayers can vote a tax increase to fund capital projects such as open space acquisition. This would dedicate an ongoing revenue source to repay bonds for open space. This new revenue source would free up existing resources used for open space debt payments for operational programs (traffic safety issues, etc.). Such a bond issue may be viewed as competitive with the bond issues being discussed by the School District. The City Council should provide direction to staff on this issue.

CAPITAL IMPROVEMENT PROGRAM BUDGET (CIP)

	FY 1998	**FY 1999**
New Requests and Appropriation Changes	$22,102	$(22,383,245)

Please see Attachment A for a detailed listing of new CIP appropriations. Please note that many of these changes represent increased CIP revenues that should be reflected in the budget. Many of the new projects and changes to existing projects are funded by CIP funds that had been reserved for future year's projects. A separate staff report(s) will be provided for the CIP meeting scheduled to take place on May 14, 1998.

D. <u>Department Review</u>: - To be provided as needed at designated dates.

ALTERNATIVES:

A. **Approve the Request** - Either approve the budget as recommended or as adjusted during City Council review over the next couple of weeks.

B. **Deny the Requested Changes** - City Council could deny (in total or in part) the recommended changes. The impact of such denial would need to be elaborated upon during the Operating and CIP budget presentations.

C. **Continue the Item** - June 18 is the last date that adoption can occur in order for us to meet the filing dead lines with the Counties and State.

D. **Do Nothing** - Not an Option.

SIGNIFICANT IMPACTS: Establishes the level of service that the City will provide for the next year and authorizes expenditure of funds.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

The specific impacts of not approving individual recommended changes will be discussed during budget presentations.

RECOMMENDATION:

The City Council should follow the budget presentation schedule described above and tentatively approve the recommended changes to the FY 1998 and FY 1999 budgets (or revisions thereof) by June 4, 1998. Final adoption of the budget should occur on June 18, 1998.

Park City Municipal Budget for FY 1998 & 1999

	FY 98 Budget				FY 99 Budget			
	Orginal	Adjusted	Change		Plan	Adjusted	Change	
Total all funds Combined	$ 49,223,010	$ 79,151,032	$ 29,928,022	60.8%	$ 65,834,965	$ 48,185,956	$ (17,649,009)	-26.8%
LESS:								
Interfund	(8,574,692)	(8,816,489)	(241,797)		(5,709,671)	(7,681,754)	(1,972,083)	
Ending Balance	(9,793,385)	(16,668,121)	(6,874,736)		(8,160,894)	(9,002,209)	(841,315)	
	$ 30,854,933	$ 53,666,422	$ 22,811,489	73.9%	$ 51,964,400	$ 31,501,993	$ (20,462,407)	-39.4%
Less: Adjustment Due to Carry-over of Prior Year Appropriations for Capitial Improvements			(19,102,105)					
New Appropriations			3,709,384	12.0%			(20,462,407)	-39.4%
Capital Improvement Budget (New appropriations)			22,102				(21,383,245)	
Operating Budget:								
Adjustments & Options								
Public Works			1,882				183,376	
Leisure			0				7,814	
Police			10,132				69,347	
Community Development			3,685				10,547	
Administrative Services			(4,747)				154,016	
General Government			4,217				67,861	
Non-Departmental			0				25,000	
Grants			0				106,972	
Debt Service			4,097,113				215,905	
Contingency			(425,000)				80,000	
			3,709,384				(20,462,407)	

ATTACHMENT A

Park City Municipal Budget for FY 1998 & 1999

	/-----FY 98 Budget-----\			/-----FY 99 Budget-----\		
	Orginal	Adjusted	Change	Plan	Adjusted	Change
RESOURCES:						
Sales Tax	5,823,000	5,823,000	0	5,703,000	5,823,000	120,000
Building/Planning	3,146,000	3,140,922	(5,078)	3,309,050	2,982,850	(326,200)
Charges for Services	4,617,839	4,617,839	0	4,708,984	4,763,672	54,688
Intergovernmental	908,166	1,225,788	317,622	9,976,486	1,941,386	(8,035,100)
Franchise Tax	919,000	919,000	0	919,000	919,000	0
Other	1,809,577	7,489,244	5,679,667	15,369,494	2,164,394	(13,205,100)
Interfund Transactions	8,574,689	8,816,489	241,800	5,709,671	7,681,754	1,972,083
Property Tax	7,247,198	7,247,198	0	7,173,709	7,173,709	0
Beginning Balance	16,177,541	39,871,552	23,694,011	12,965,571	14,736,191	1,770,620
	49,223,010	**79,151,032**	**29,928,022**	**65,834,965**	**48,185,956**	**(17,649,009)**

REQUIREMENTS:						
Community Development	$ 2,217,091	$ 2,220,776	$ 3,685	$ 2,357,333	$ 2,367,880	$ 10,547
Public Works	5,182,469	5,184,351	1,882	5,306,358	5,489,734	183,376
Public Safety	2,365,996	2,376,128	10,132	2,510,053	2,579,400	69,347
CIP Budget	7,794,437	26,918,644	19,124,207	28,324,604	6,941,359	(21,383,245)
Leisure Services	4,489,822	4,489,822	0	4,641,296	4,649.110	7,814
Administrative Services	1,797,128	1,792,381	(4,747)	1,873,502	2,027,518	154,016
General Government	1,128,446	1,132,663	4,217	1,151,512	1,219,373	67,861
Non-Departmental	1,504,390	1,504,390	0	1,484,390	1,509,390	25,000
Grants	312,428	312,428	0	238,175	345,147	106,972
Debt Service	3,637,726	7,734,839	4,097,113	3,632,177	3,848,082	215,905
Contingency	425,000	0	(425,000)	445,000	525,000	80,000
Interfund Transfers	8,574,692	8,816,489	241,797	5,709,671	7,681,754	1,972,083
Ending Balance	9,793,385	16,668,121	6,874,736	8,160,894	9,002,209	841,315
	$ 49,223,010	**$ 79,151,032**	**$ 29,928,022**	**$ 65,834,965**	**$ 48,185,956**	**$ (17,649,009)**

REQUIREMENTS:						
Personnel	$ 10,815,856	$ 10,845,525	$ 29,669	$ 11,535,868	$ 11,807,419	$ 271,551
Materials, Supplies & Services	7,422,314	7,513,814	91,500	7,298,151	7,588,533	290,382
Capital Outlay	8,554,037	27,673,844	19,119,807	29,053,204	7,732,959	(21,320,245)
Debt Service	3,637,726	7,633,239	3,995,513	3,632,177	3,848,082	215,905
Interfund Transactions	8,574,692	8,816,489	241,797	5,709,671	7,681,754	1,972,083
Contingencies	425,000	0	(425,000)	445,000	525,000	80,000
Ending Balance	9,793,385	16,668,121	6,874,736	8,160,894	9,002,209	841,315
	$ 49,223,010	**$ 79,151,032**	**$ 29,928,022**	**$ 65,834,965**	**$ 48,185,956**	**$ (17,649,009)**

ATTACHMENT A

Park City Municipal Budget for FY 1998 & 1999

	FY 1998 Adj Budget	FY 1999 Budget
Park City Municipal Corporation		
General Fund	16,087,653	16,097,483
Police Special Revenue Fund	11,845	
Recreation Fund	1,937,739	1,787,600
Golf Course Fund	1,749,375	1,456,954
Water Fund	9,257,441	5,247,279
Transportation and Parking Fund	6,817,514	5,141,607
Debt Service Fund	365,387	372,145
SID - Debt Service Fund	6,815	6,815
Fleet Services Fund	776,546	775,784
Circuit Court Fund	195,065	178,299
Equipment Replacement Fund	3,066,477	656,746
Self Insurance Fund	2,391,230	1,746,704
Capital Improvement Fund	14,331,141	3,884,190
	56,994,228	**37,351,606**
Park City Municipal Building Authority		
Debt Service Fund	7,128,249	568,182
Building Authority	2,347,451	4,872,623
	9,475,700	**5,440,805**
Park City Housing Authority		
Housing Authority	**109,416**	**0**
Park City Redevelopment Agency		
RDA Debt Service	6,309,561	1,703,712
RDA Main Street	4,173,390	2,320,711
RDA Lower Park Ave.	2,088,737	1,369,122
	12,571,688	**5,393,545**
Grand Total All Units	**79,151,032**	**48,185,956**
Less: Interfund Transfers	(8,816,489)	(7,681,754)
Less: Ending Balance	(16,668,121)	(9,002,209)
	53,666,422	**31,501,993**

ATTACHMENT A

Park City Municipal CIP Budget for FY 1998 & 1999

CIP PROJECT	TITLE	FY 1998 ADJ BUDGET	FY 1999 ADJ BUDGET
	CIP BUDGET - Carryforward of Prior Year Balance	19,102,105	
	New Appropriations:		
1	Planning/Capital Analysis		(35,000)
37	Hillside Ave Design and Widening		(182,323)
48	City Park Improvements		(24,000)
52	Gambel Oak Park	10,000	
54	Trails Implementation	72,302	28,000
74	Meadows Drive Connection @ Middle School		(75,000)
85	Pavement Management	201,573	220,000
96	Miner's Hospital Improvements	4,352	
110	China Bridge & Marsac Hill Landscape Project		50,000
140	Park Meadows Rec Facility		(50,000)
418	Water Source Development & Protection		300,000
419	Transit Coaches	18,000	(18,000)
426	Public Works Facility	(250,000)	500,000
436	School Fields	(372)	
439	Old Sewer Plant	56,233	(60,000)
441	Auto Meter Reading	(290,456)	
445	Affordable Housing Program	55,200	(30,700)
460	Park Meadows Sidewalk	(35,302)	(15,000)
481	Main Street Parking	(360,000)	(7,000,000)
485	Lower Park Ave Street Improvement		(221,352)
494	Marsac Building Remodel		150,000
495	Implementation of Old Town Streets & Utl Plan	175,000	(175,000)
496	Bonanza/Kearns Intersection	136,318	(28,500)
548	Source Protection Study	(9,656)	
563	Education Center		(15,000)
575	Bleachers	(6)	
576	Prospector Park Expansion	3,820	
577	Buildings	100,000	
578	Bonanza Drive Buffer	(16,328)	
579	Library Donation Expenditures	37,336	
583	Water System Repairs & Replacements		20,000
584	Pump Station Upgrades		157,000
585	Last Chance Pump Station	(194,364)	12,000
586	Spiro Water Filtration Plant Filter		65,000
588	Boothill Pump Station		(530,000)
589	Coleman Purchase	100,000	(100,000)
591	Public Works Equipment (New)	4,139	
592	City Wide Signage		(12,000)
594	4th Street Boardwalk	5,000	
596	Cochise Court Drain		10,000
597	Bonanza/Deer Valley Dr Signalization	(137,530)	
598	GIS/Computer Mapping	47,590	10,000

ATTACHMENT A

Park City Municipal CIP Budget for FY 1998 & 1999

CIP PROJECT	TITLE	FY 1998 ADJ BUDGET	FY 1999 ADJ BUDGET
599	Additional Amenities (Flower Projects)	(44,714)	
601	Education Center - Outside Sitting Area	(7,510)	
602	Fiber Optics		200,000
603	Gateway Parking Membrane	83	
605	Land Improvements-Mawhinney		(10,000)
609	Fence Road Access		(20,000)
612	Land Improvements-Baingo		(2,000)
614	Royal St. Wall, Drain & Rail Replacement		58,700
615	Baingo-Wortley Land Purchase	(263,317)	(692,770)
616	Land Improvements-Colman		(5,000)
617	Meadows Curb / Gutter	(26,250)	
620	Sandridge Parking Lot	360,000	
626	Cemetary Storage building	22,000	(22,000)
627	Snow Creek to Holiday Ranch Loop		(36,800)
630	Bus Shelters		(24,000)
631	Tank 15 Fairway Hill	(36,559)	
632	Deer Valley Line 10"	(1,493)	
633	Olympic Thoroughfares, Equipment & Facilities		(2,980,000)
636	Underground Service Lines		(62,500)
643	Public Area Improvements		100,000
648	5 Year CIP Funding	(2,915,027)	
664	Park City Temporary Parking Facility		(1,500,000)
667	Salt Storage Dome		(53,000)
669	Park City Pedestrian Olympic Improvements		(1,320,000)
672	Intermodal Facilities	500,000	(8,600,000)
676	Building Maintenance Equip	16,500	
677	Zion's Purchase/Carwash Demolition & Improv	602,250	100,000
679	Burnis Watts Purchase	922,882	
680	Offret Land Purchase	1,002,408	
682	Emergency Repair Storage		45,000
683	Systems Improvements		100,000
684	Easy Street Pedestrian Improvements		61,000
685	Historic District-Acquisition/Loan fund	50,000	
686	Offret/Mawhinney-Exisiting Bldg Improvement		250,000
687	Senior Center Parking Lot	20,000	
689	Radio Transmit Ability		45,000
690	Water Engineering Review		35,000
691	Pro Shop	88,000	
	New Capital Improvement Appropriations	22,102	(21,383,245)

ATTACHMENT A

FY 1998-99 Positions - April 27, 1998
New Requests and Changes from FY 1998-99 Plan
(Does not include positions that were added to the FY 1999 Plan last year)

Department	Position	Reg	Temp/Contract	Offset FTE	Offset $	Position Cost	Equipment & Other	Recommended Total w/ Offset	Additional Dept. Recommendation
Police	Lieutenant	1.00		(2.00)	(88,402)	63,933	20,700	(3,769)	117,287
Police	Detective (Community Outreach)		0.50			26,538	100	26,638	6,612
Police	Dispatcher	0.50				13,710		13,710	26,384
Police	Other Department Recommendations								19,623
Total		1.50	0.50	(2.00)	(88,402)	104,181	20,800	36,579	169,906
Public Works	Secretary I	1.00		(0.50)	(9,551)	37,311		27,760	
Public Works	Secretary II					2,433		2,433	
Public Works	Adjudication Officer		0.25			14,532		14,532	
Public Works	Project Manager	1.00				63,934		63,934	
Public Works	Day Transit Supervisor					3,509		3,509	
Public Works	Water Worker II	(1.00)				(44,199)		(44,199)	
Total		1.00	0.25	(0.50)	(9,551)	77,520	0	67,969	
ASD	Info. Sys. II (III)					4,884		4,884	
ASD	Info. Sys. II (III) - GIS					4,884		4,884	
ASD	Accountant (Enterprise Funds)	1.00				63,933		63,933	
ASD	Finance - Housing Allow.						9,753	9,753	
ASD	Secretary I		0.75			18,962		18,962	
Total		1.00	0.75			92,663	9,753	102,416	
Leisure	Library Assistant	1.00	(0.75)		(28,459)	31,879	4,455	7,875	
Leisure	Library Director					5,542		5,542	
Leisure	Parks & Golf Supervisor					5,542		5,542	
Leisure	Secretary I (Temp to Reg.)	0.75		(0.50)	(19,363)	19,617		254	
Leisure	Golf Course Starter		2.00			41,850		41,850	
Leisure	Reclass of Recreation Coordinator							0	4,196
Leisure	Rec District Contract	(1.00)				(44,199)	(50,950)	(95,149)	
Total		0.75	1.25	(0.50)	(47,822)	104,430	4,455	61,063	4,196
City Manager	Administrative Secretary	1.00				46,557	0	46,557	
CDD	Sr. Building Inspector (Reclass)					4,196		4,196	
	Project Manager		1.00	(1.00)	(57,981)	58,126		145	
Total		0.00	1.00	(1.00)	(57,981)	62,322		4,341	
Grand Total		5.25	3.75	(4.00)	(203,756)	487,673	35,008	318,925	174,102
Total FTE Change		2.25	2.75						

Does not include new positions approved as part of the FY 1998-99 Plan: + 9.5 Regular & - 1.00 Temp
Does not include same level personnel adjustments for FY 1997-98
Does not include an estimated $110,000 for City-wide "Valuing Employees" Program

PARK CITY MUNICIPAL COPRPORATION
GRANTS FY 1999 - Adopted - June 4, 1998
Does not include Carry Forward from FY 1997 for Arts, Youth, or Contingency

CATEGORY/DESCRIPTION	GRANT $ FY1998 Budget	% of BUDGET GENERAL FUND	GRANT $ FY1999 Budget	% of BUDGET GENERAL FUND
SPECIAL SERVICES				
Recycling	$10,000		$10,828	
Counseling Center			$7,500	
Chamber Bureau	$75,000		$81,210	
Historical Society	$23,200		$25,121	
Domestic Peace Task Force	$23,000		$24,905	
Sub-total Special Services	$131,200	1.00%	$149,564	1.06%
ARTS/CULTURE/HUMANITIES				
Sub-total Arts	38,117	0.29%	40,928	0.29%
YOUTH				
Sub-total Youth	31,545	0.24%	33,871	0.24%
RENT CONTRIBUTIONS				
KPCW	25,172		25,172	
State Liquor Store	15,320		15,320	
Recycling			9,000	
Historical Society	16,800		16,800	
Sub-total Rent Contribution	57,292	0.44%	66,292	0.47%
GRANT CONTINGENCY FUND	37,313	0.28%	26,815	0.19%
TOTAL GRANTS - GENERAL FUND	295,734	2.25%	317,470	2.25%
GENERAL FUND BUDGET	**13,143,736**		**14,112,992**	
HOUSING				
Mountainlands Community Housing Trust	30,000		20,000	
Sub-total Housing	30,000		20,000	
HISTORIC PRESERVATION				
Sub-total Historic Preservation	200,000		200,000	
TOTAL GRANTS - All FUNDS	**$525,467**		**$537,470**	

GRANTS POLICY

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

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

> **Criterion #1** - Accountability and Sustainability of Organization or Endeavor: The organization or endeavor must have: 1) Quantifiable goals and objectives; 2) Non-discrimination in providing programs or services; 3) Cooperation with existing related programs and community service; 4) Compliance with the City contract and 5) Not-for-profit Status.
>
> **Criterion #2** - Program Need and General Public Benefit: The organization or endeavor must have: 1) A clear demonstration of public benefit and provision of direct services to City residents and; 2) A demonstrated need for the program or activity.
>
> **Criterion #3** - Fiscal Stability and other Financial Support: The organization or endeavor must have: 1) A clear description of how public funds will be used and accounted for; 2) Other funding sources that can be used to leverage resources; 3) A sound financial plan that demonstrates managerial and fiscal competence; and 4) A history of performing in a financially competent manner.

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

Grant Categories and Percentage Allocations: For the purpose of distributing grant funds, grants are placed into the following categories: 1) Special Services; 2) Arts, Culture, Humanities; 3) Youth; 4) Rent Contribution; 5) Grant Contingency 6) Housing and; 7) Historic Preservation. A percentage of the General Fund budget (whose sum does not exceed 2.25 %) is allocated to each of the first five individual categories by the City Council. A specific dollar amount is allocated to categories 6 and 7.

The General Fund category percentage allocation does not vary from year-to-year. However, as the City's budget fluctuates (up or down) due to economic conditions, the dollar amounts applied to each category will fluctuate proportionally. In the case of categories 2, 3, and 5 (Arts, Youth and Contingency), unspent grant balances from a prior fiscal year are reappropriated on a one-time basis to the upcoming fiscal year. The unspent prior year balance is added to the new grant amount for the upcoming fiscal year.

1) Special Services: An amount not to exceed 1.06 % of the General Fund budget will be designated for grants relating to services that would otherwise be provided by the City. Special services that fall into this category would include, but not be limited to; sustain economic development, historical preservation, marketing/sales, public safety, and recycling.

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

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

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

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

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

4) Rent Contribution: An amount not to exceed .47% of the General Fund budget will be used as a rent contribution for organizations occupying City owned property. To the extent that is possible, individual rent contributions will be delineated in the budget. Any amount not specifically designated in the budget will be placed in the Grant Contingency Category.

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

5) Grant Contingency: .19% of the General Fund budget will be designated as a grant contingency reserve for organizations, programs, or endeavors that arise throughout the year. Use of the grant contingency fund requires City Council approval. The policies stated above will be applied to requests from the Grant Contingency Category. City Council will review contingency fund balance every two years and make decisions for appropriations based upon recommendations from the Grants Committee.

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

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

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

Park City Arts Council

FRIDAY, APRIL 3, 1998
8:00 AM. OFF MAIN CAFE

OUTLINE

Meeting with: Tom Bakaly, PCMC Finance Director
Mike Andrews, PCAC President
David Peters, PCAC Treasurer
Joanna Charnes, PCAC Executive Director

I. PARK CITY ARTS COUNCIL CURRENT SITUATION

A. PC ARTS COUNCIL SIX YEARS OLD,
STABLE ORGANIZATION FISCALLY, ADMINISTRATIVELY

B. BECAME GRANTING ORGANIZATION FOR PCMC IN 1996

C. 1992 Fiscal Budget: **$14,000** FY 1998 Fiscal Budget: **$118,000**

FUNDING SOURCES:
$38,500 CITY ($24,000 RE GRANTED)
$14,500 COUNTY
$30,000 PRIVATE FOUNDATIONS
$10,000 CORPORATE SPONSORS
$ 7,000 MEMBERSHIP
$13,000 SPECIAL EVENT/FUNDRAISING
$ 5,000 FILM SERIES INCOME
$118,000 TOTAL

II. PARK CITY ARTS COUNCIL SEEKS PERMANENT LOCATION

In light of our financial and administrative stability, the Park City Arts Council is without a permanent residence. It is our intent to find a building in or around Park Avenue in Old Town. Our office space needs are:

A. approx. 1,000 square feet of commercial space, use as follows:
   1. office space: 400 square feet
   2. gallery space: 500 square feet of exhibit space for permanent display of local artists' work
   3. ticket kiosk: 100 square feet for central ticket outlet for cultural arts venues

It has been brought to our attention that Park City Municipal Corporation owns several buildings in Old Town that may be suitable for the Park City Arts Council and possibly several other non profit organizations:

A. Miners Hospital
B. Burniss Watts Property
C. Mike Hale Chevrolet building
D. Mawhinney Building

Post Office Box 4455
Park City, Utah
8 4 0 6 0
8 0 1 6 4 7 9 7 4 7

It is the immediate goal of the Park City Arts Council to find a building in Old Town with high visibility and access to and for the public.

In order for the Park City Arts Council to continue to grow and represent the arts organizations in the Park City area, we need a location similar in concept to the Park City Historical Society' Museum space on Main Street.

The Park City Arts Council spends $3,600 per year on rent. Part of our funding from Park City Municipal Corporation covers our rent.
Because of expected rental rate increases in Park City, we anticipate rent to go up to a minimum of $5,000 a year or $50,000 over the next ten years. $50,000 could be put to much better use ie programming or granting if Park City Municipal Corporation were able to provide office space for the Park City Arts Council.

Furthermore, this amount of money would be a better investment of tax payer dollars if earmarked directly to arts programming or granting than to rent. Finally, it is commonplace for Arts Councils to be provided rent-free space (see attachments).

III. PARK CITY ARTS COUNCIL SEEKS INCREASING BUDGET FOR ARTS

A. Lobby Summit County to put to vote on November 1998 Ballot.
1/10TH OF 1% Sales Tax Initiative for Arts & Recreation

B. Enchance Economic Development via Cultural Tourism
1. Park City Arts Council will request funds from Summit County Restaurant Tax Committee for Cultural Arts Brochure

2. Park City Arts Council is working with Park City Chamber Bureau to increase awareness of economic impacts of Cultural Tourism

C. Park City Arts Council is in process of creating Cultural Arts Survey to be sent to all Park City and Snyderville postal patrons

D. Park City Arts Council would city to establish a public art program
   1. develop policy guidelines for public art
   2. lobby city/county 1% of capitol improvements allocated to public art

E. INCREASE CITY % ALLOCATED TO CULTURAL ARTS FOR GRANTING

1. Cultural Arts Grant Committee feels percentage of city budget allocated for arts is too small. Committee feels amount should be doubled.

F. Park City Arts Council would like to develop Cultural Arts Master Plan for Park City

The Park City Arts Council would like to formalize a request for office space to the City Council and would appreciate your response to this outline with some suggestions at your convenience. We hope to hear back from you by mid-April.

Thank you very much.

Park City Arts Council

PCAC

Habitat for Humanity
- for Summit County, Utah

"Building Partnerships for a Better Tomorrow"

April 29, 1998

To: City Council

Re: Grant Application
Habitat for Humanity

Dear Council Members,

I was asked by Tom Bakaly to further clarify my request for a grant of $5,000. Habitat currently has an office at 614 Main Street. We are in the process of hiring a part time 20 hour a week staff person to do general secretarial work and do a community service of referrals to appropriate agencies any applicants that Habitat can not do housing for. In addition the funds requested would be used for operations. In the first paragraph entitled "grants" I quote, "grants may take the form of ongoing cash contributions for operations,". This is what we are requesting under the General Fund category of Housing, or if you felt more appropriate Humanities.

The continued support of Park City is very important to us. Your generosity in the past has helped us to start a strong financial basis for our organization. Without your continued support we probably would not be able to continue our operation base from within the City limits. Thank you once again for your consideration of our request.

Sincerely yours,

Richard J. Miller
President, Board of Directors

• PO Box 682704 • Ph: 801-658-1400 •

Sales Use Tax Act – Tax Rates

Rates in effect as of 4/1/98

Location[1]	Combined Sales & Use Tax Rate	Combined Transient Room Rate	Motor Vehicle Rental Tax	Short-Term Leasing Tax	Restaurant Tax	Resort
Beaver County	6.000%	3.000%	2.500%			
Beaver City	7.000%	3.000%	2.500%			
Box Elder County	6.000%	3.000%	2.500%		1.000%	
Brigham	6.250%	3.000%	2.500%		1.000%	
Perry	6.250%	3.000%	2.500%		1.000%	
Snowville	7.000%	3.000%	2.500%		1.000%	
Willard	6.250%	3.000%	2.500%		1.000%	
Cache County	6.000%	3.000%	2.500%		1.000%	
Logan	6.250%	3.000%	2.500%		1.000%	
Carbon County	6.000%	3.000%	2.500%		1.000%	
Price	6.000%	4.000%	2.500%		1.000%	
Daggett County	6.000%	3.000%	2.500%		1.000%	
Davis County	6.250%	3.000%	2.500%	3.000%	1.000%	
Duchesne County	6.000%	3.000%	2.500%	3.000%	1.000%	
Roosevelt	6.250%	3.000%	2.500%	3.000%	1.000%	
Emery County	5.750%	3.000%	2.500%			
Green River	6.000%	3.000%	2.500%			1.500%
Garfield County	6.000%	3.000%	2.500%		1.000%	
Panguitch	6.000%	3.000%	2.500%		1.000%	1.000%
Tropic	6.000%	3.000%	2.500%		1.000%	1.000%
Grand County	6.000%	3.000%[2]	2.500%	3.000%	1.000%	
Moab	6.250%	4.500%[3]	2.500%	3.000%	1.000%	1.500%
East Green River	6.250%	3.000%[4]	2.500%	3.000%	1.000%	1.500%
Iron County	6.000%	3.000%	2.500%		1.000%	
Brian Head	6.250%	3.000%	2.500%		1.000%	1.500%
Juab County	6.000%	3.000%	2.500%		1.000%	
Nephi	6.250%	3.000%	2.500%		1.000%	
Kane County	6.750%	3.000%	2.500%		1.000%	
Kanab	6.750%	3.000%	2.500%		1.000%	1.000%
Millard County	5.750%	3.000%	2.500%			
Morgan County	6.000%	3.000%	2.500%		1.000%	
Piute County	6.000%	3.000%	2.500%			
Rich County	6.000%	3.000%	2.500%		1.000%	
Salt Lake County	6.350%	3.500%	2.500%	3.000%	1.000%	
Alta	6.350%	3.500%	2.500%	3.000%	1.000%	1.000%
San Juan County	6.000%	3.000%	2.500%			
Monticello	6.000%	3.000%	2.500%			0.500%
Sanpete County	6.000%	3.000%	2.500%		1.000%	
Sevier County	6.000%	3.000%	2.500%		1.000%	
Richfield	6.250%	3.000%[4]	2.500%		1.000%	
Salina	6.250%	3.000%[4]	2.500%		1.000%	
Summit County	6.000%	3.000%	2.500%		1.000%	
Park City	6.250%	3.000%	2.500%		1.000%	1.000%
Tooele County	5.750%	3.000%	2.500%		1.000%	
Erda	6.000%	3.000%	2.500%		1.000%	
Grantsville	6.000%	3.000%	2.500%		1.000%	
Lakepoint	6.000%	3.000%	2.500%		1.000%	
Lincoln	6.000%	3.000%	2.500%		1.000%	
Stansbury Park	6.000%	3.000%	2.500%		1.000%	
Tooele City	6.000%	3.000%	2.500%		1.000%	
Uintah County	6.100%	3.000%	2.500%	3.000%	1.000%	
Utah County	6.000%	3.000%	2.500%		1.000%	
Alpine	6.250%	3.000%	2.500%		1.000%	
American Fork	6.250%	3.000%	2.500%		1.000%	
Cedar Hills	6.250%	3.000%	2.500%		1.000%	
Highland	6.250%	3.000%	2.500%		1.000%	
Lehi	6.250%	3.000%	2.500%		1.000%	
Lindon	6.250%	3.000%	2.500%		1.000%	
Mapleton	6.250%	3.000%	2.500%		1.000%	
Orem	6.250%	3.000%	2.500%		1.000%	
Payson	6.250%	3.000%	2.500%		1.000%	
Pleasant Grove	6.250%	3.000%	2.500%		1.000%	
Provo	6.250%	3.000%	2.500%		1.000%	
Provo Canyon	6.250%	3.000%	2.500%		1.000%	
Salem	6.250%	3.000%	2.500%		1.000%	
Spanish Fork	6.250%	3.000%	2.500%		1.000%	
Springville	6.250%	3.000%	2.500%		1.000%	
Wasatch County	6.000%	3.000%	2.500%		1.000%	
Heber	6.000%	3.000%[4]	2.500%		1.000%	
Washington County	6.000%	3.000%	2.500%		1.000%	
Springdale	6.000%	3.000%	2.500%		1.000%	1.000%
Wayne County	6.000%	3.000%	2.500%		1.000%	
Weber County	6.250%	3.000%	2.500%	3.000%	1.000%	

1. All cities and towns not listed beneath a county charge the same sales tax rates as the county. Example: Salt Lake City is not listed below Salt Lake County. The tax rate charged in Salt Lake City is the same tax rate charged in Salt Lake County.

2. Grand County has elected to collect their 3.000% transient room tax as authorized under section 59-12-302 which states that "each county may collect the tax imposed by it and need not transmit it to the commission or contract with the commission to collect it."

3. In addition to the transient room tax collected by Grand County, Moab City has adopted a municipality transient room tax at the rate of 1.500% on the rents of hotel, motel, and similar public accommodations. Of the combined 4.500% transient room tax collected in Moab, 3.000% is collected by Grand County and 1.500% is collected by the Utah State Tax Commission.

4. In addition to the transient room tax imposed by the county, this city has imposed a municipality transient room tax which the city will collect locally.

AFL-CIO Community Services

The Honorable Brad Olch
Mayor of Park City
Mayor Office Park City

Dear Mayor :

Utah Letter Carriers will be looking for a handout from their customers on Saturday, May 9th. Not because they are hungry; they want to help feed those who are.

During a time when food bank shelves are traditionally bare, Letter Carriers throughout Utah will be picking up nonperishable food. Residents are being asked to participate by placing nonperishable food in a bag near their mailbox prior to mail delivery on Saturday May 9th. Letter Carriers will collect food donations as part of their rounds that day. All food will be distributed to local food banks.

We need energy and support generated by you and other event organizers. With excellent publicity surrounding the food drive, the visibility necessary to generate extensive participation, will make this much-needed community service a big success. We would appreciate any help you can give us such as a proclamation designating May 9 Letter Carriers Food Drive Day in Park City. (Draft of a proclamation is attached.) Presenting the Letter Carriers with your proclamation at a City Council Meeting will help publicize the food drive. I will forward the letter carriers name that will receive the proclamation on to you once I know the exact time and date of the City Council meeting they should attend.

The Letter Carriers need your support. The potential of this food drive is very exciting but its' success would be impossible without friends like you at our side.

If you have any questions, please contact Michael Lester at 557-7885 or myself at 328-0211.

Sincerely,

Olivia Anderson

Olivia Anderson
Labor Liaison Assistant
Encl.

175 South West Temple • Salt Lake City, Utah 84111 • (801) 972-4411 • FAX: (801) 322-0930

PARK CITY
1884

RESOLUTION PROCLAIMING SATURDAY, MAY 9, 1998
LETTER CARRIERS FOOD DAY IN PARK CITY, UTAH

WHEREAS, the Letter Carriers in Utah have organized a food drive with the cooperation of our local U.S. Post Offices, AFL-CIO, AFL-CIO Community Services, and United Way; and

WHEREAS, the U.S. Postal Service and the Postmaster General have recognized this effective and unique door-to-door food drive and designated event, which began twenty years ago around the nation; and

WHEREAS, there are children, seniors and working poor, who are in need of emergency food supplies; and

WHEREAS, hundreds of Utah Letter Carriers with the support of their U.S. Post Officers will mobilize on Saturday, May 9, 1998, to collect thousands of pounds of nonperishable food for the less fortunate in the state; and

WHEREAS, the Utah Letter Carriers will pick up the nonperishable food donations left by postal customers as they deliver the mail and take the donations to a central postal station for redistribution to local food banks; and

WHEREAS, the Letter Carriers Food Drive is an example of how the private, governmental, non-profit and union sectors of our community can work together to help solve an immediate problem of hunger; and

WHEREAS, this tradition of caring, the Letter Carriers Food Drive, will no begin in communities around our state and across our nation;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of proclaim Saturday, May 9, 1998 as:

LETTER CARRIERS FOOD DRIVE DAY
IN PARK CITY, UTAH

PASSED AND ADOPTED this 7th day of May, 1998.

PARK CITY MUNICIPAL CORPORATION

Mayor Bradley A. Olch

Attest:

Janet M. Scott, City Recorder

PARK CITY
1884

CITY COUNCIL STAFF REPORT

Date: **May 7, 1998**
Department: **Planning Department**
Title: **923 Empire Avenue Plat Amendment to the Snyders Addition - Block 29 to combine 6 whole and/or partial lots into one lot.**
Type of Item: **Legislative**

Summary Recommendations: Conduct a public hearing and adopt the attached Ordinance approving a plat amendment as conditioned to combine Lots 6, 7, 8, 25, 26 & 27 of Block 29 of the Snyders Addition to Park City Survey.

A. Topic

Applicant: Alliance Engineering for John Whiteley
Location: 923 Empire Avenue
Proposal: Plat amendment
Zoning: Historic Residential (HR-1) District
Adjacent Land Uses: Residential
Project Planner: Kevin LoPiccolo
Date of Application: January 16, 1998

B. Background

On April 8, 1998, the Planning Commission voted to forward to City Council a positive recommendation to approve the final plat amendment to combine six whole or partial lots into one lot of record at 923 Empire Avenue.

The applicant is requesting to combine Lots 6, 7, 8, 25, 26, and 27 of Block 29 of the Snyders Addition to the Park City Survey. Since the applicant is requesting an addition to the historic structure, the City is requiring that the lots be combined to alleviate any structure crossing a property line and to comply with the Uniform Building Code.

The application for a 106 square foot addition was approved by the Historic District Commission on April 27, 1998.

C. Analysis

Staff has evaluated the overall project against the Land Management Code, Section 7.1, Historic Residential, HR-1 and determined the proposed lot combination complies as presented with all requisite City codes.

Lots 6 and 7 are the standard 25'-0" wide by 75'-0" lots. Lot 8 is a half lot, and the remaining lots to the west are partial substandard lots.

If the plat amendment is approved, the newly created lot would be approximately 6,600 square feet in size. The applicant has an existing duplex and is requesting one lockout be provided which is permitted under the HR-1 Zone provided that parking is met.

The existing historic structure has a one-car garage and five parking spaces off Empire Avenue. The City Engineer has reviewed the parking arrangement. Although the parking situation is still congested, the effective reduction in density of the proposed remodel compared to the existing condition, together with the historical significance of the structure, render the parking arrangement marginally acceptable.

D. Department Review:

The City's Staff Review Team and City Attorney's Office have reviewed this request.

Public Input:

All owners within 300' of the property were noticed on March 12, 1998. Staff received letters regarding the proposal, and have been included as Exhibit "D" of this staff report. Staff has responded to these concerns about density, and the process of going through the plat amendment process, though some of the issues staff was not able to be that helpful in regards to parties, dogs barking.

Alternatives:

A. Approve the proposed plat amendment creating one 6,600 square foot lot.

B. Deny the plat amendment and retain the original form of the property.

C. Continue the item and request further evaluation from the staff.

Significant Impacts:

Approval of the plat amendment will allow the combination of six lots into one lot of record. Ultimately, the creation of one lot will allow a 106 square foot addition to 923 Empire Avenue.

Consequence Of Not Taking The Recommended Action:

Denial of this application would preclude the applicant from constructing an addition to the main structure and would allow the continuance of structures to cross property lines.

Recommendation:

The Community Development Department recommends approval of the proposed plat amendment subject to the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The property is in the HR-1 Zone.
2. The proposal is consistent with both Park City Land Management Code and State subdivision requirements.
3. The revision is necessary to combine the property into one 6,600 square foot lot.
4. The property owner is applying for a plat amendment to combine six lots into a single lot of record.
5. The proposed lockout requires one parking space.
6. The applicant stipulates to all conditions of approval.

Conclusions of Law:

1. There is good cause for the amendment.
2. Neither the public nor any person will be materially injured by the proposed plat revision.
3. The proposal is consistent with both the Park City Land Management Code Chapter 7 and Chapter 15 and State subdivision requirements.

Conditions of Approval:

1. The City Attorney and City Engineer's review and approval of the final form and content of the amended plat is a condition precedent to recording the plat.
2. All Standard Project Conditions shall apply and Land Management Codes shall apply.
3. The final plat shall be recorded at Summit County within one year from the date of City

Council approval. If recordation has not occurred within the one year time, this approval and the plat shall be considered void.

4. The proposed lockout room is required to provide one additional on-site parking space.

5. A ten foot (10'-0") non-exclusive snow storage easement along Empire Avenue shall be dedicated to the City on the amended plat.

Exhibits:

Exhibit A - Existing Plat
Exhibit B - Proposed Plat
Exhibit C - Vicinity Map
Exhibit D - Letter from adjacent property owner
Exhibit E - Proposed Ordinance

M:\CDD\KL\CC98\PLAT\EMP923.PH1

SURVEYOR'S CERTIFICATE

I, John Dembowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 163931, as prescribed by the laws of the State of Utah, and that this Lot Line Amendment Plat was prepared under my direction in accordance with the requirements of the Park City Municipal Corporation. I further certify that this plat accurately represents the surveyed property.

John Dembowicz — Date

DEED DESCRIPTION

All of Lots 6 and 7, and the southerly ½ of Lot 8, Block 29, Snyder's Addition to the Park City Survey according to the official plat thereof, on file and of record in the office of the Summit County recorder.

Also, all of that portion of Lots 25, 26, and 27, Block 29, Snyder's Addition to the Park City Survey, lying northerly and easterly of what is known as the Crescent Tramway at a distance five (5) feet from the center line thereof, the northerly line of said Crescent Tramway being more particularly described in that certain Decree of Quiet Title recorded September 10, 1982, as Entry No. [illegible], in Book 273, at Page 91 of the Official Records.

TOGETHER WITH a perpetual easement over, along and across the northerly ½ of Lot 8, Block 29, of Snyder's Addition to the Park City Survey.

SURVEY DESCRIPTION

Beginning at the southeasterly corner of Lot 6, Block 29, Snyders Addition to Park City Survey according to the Official Plat thereof, on file and recorded in the Office of the Recorder, Summit County, Utah, and running thence along the southerly line of Lot 6 and Lot 27, Block 29, South 54° [illegible] West [illegible] feet to a point on the northerly line of the Crescent Tramway, thence along the northerly line of the Crescent Tramway the following three courses: 1) North [illegible] West [illegible] feet, thence 2) North [illegible] West [illegible] feet, thence 3) North [illegible] West [illegible] feet to a point on the northerly line of Lot 25, Block 29, thence along said northerly lot line North 54° [illegible] East [illegible] feet to the northwesterly corner of said Lot 25, thence along the easterly line of said Lot 25 South 35° [illegible] East [illegible] feet, thence North 54° [illegible] East [illegible] feet to a point on the easterly line of Lot 8, Block 29, thence along the easterly line of Lots 8, 7, and 6, Block 29, South 35° [illegible] East [illegible] feet to the point of beginning.

OWNERS DEDICATION

KNOW ALL MEN BY THESE PRESENTS THAT, the undersigned owner of the herein described tract of land, to be known hereafter as the 923 EMPIRE REPLAT, do hereby certify that I have caused this Lot Line Amendment Plat to be prepared, and I, John W. Whiteley, hereby consent to the recordation of this Lot Line Amendment Plat.

ALSO, the owner, or his representatives, hereby irrevocably offer 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 and irrevocable of dedication.

In witness whereof, the undersigned set his hand this ______ day of ______________, 1998.

John W. Whiteley

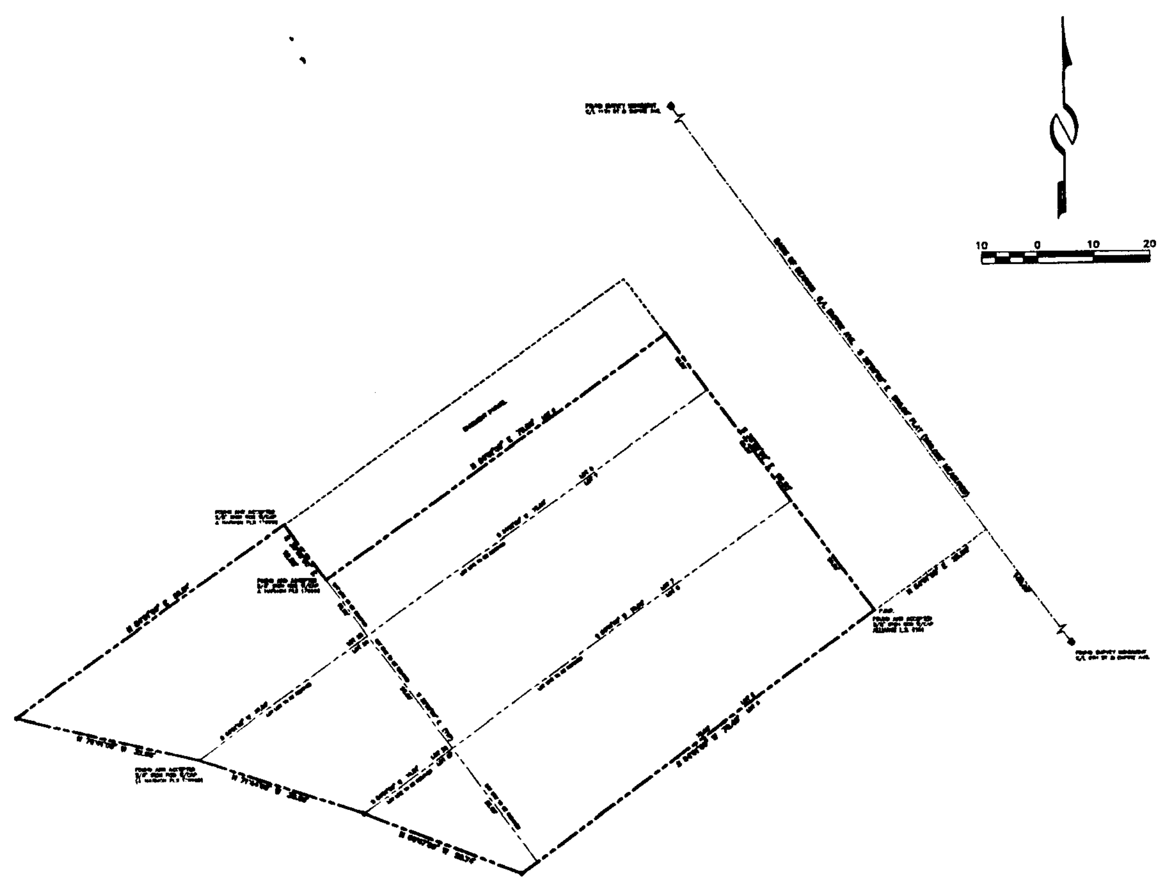
ACKNOWLEDGMENT

State of Utah:
County of Summit:

On this ______ day of ______________, 1998, personally appeared before me, the undersigned Notary Public, in and for said County of Summit, in said State of Utah, the signer of the above Owner's Dedication, John W. Whiteley who acknowledged that he signed the above Owner's Dedication for and in behalf of said Company for the uses and purposes therein stated.

Residing in: ______________________

My commission expires: ________________



NOTES

1. The street address of the property is 923 Empire Avenue.
2. See record of survey S-2720, recorded Summit County Utah, for record of survey plat.
3. ● Denotes set iron rod and cap LS 163931, unless otherwise noted.

LOT LINE AMENDMENT PLAT

923 EMPIRE REPLAT

LOCATED IN SECTION 16
TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE
AND MERIDIAN, PARK CITY, SUMMIT COUNTY, UTAH

RECEIVED
JAN 26 1998
PARK CITY
PLANNING DEPT.

EXHIBIT A - EXISTING PLAT

PAGE 1 OF 1

Alliance JOB# 17-6-97 FILE Y:\9n\9n97\5e\1	ALLIANCE ENGINEERING INC P.O. BOX 2664 323 MAIN STREET PARK CITY, UTAH 84060 (435) 649-9467	IMPROVEMENT DISTRICT STANDARDS ON THIS ______ DAY OF ____________, 1998 A.D. BY ______________ S.B.S.I.D.	ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ____ DAY OF ____________, 1998 A.D. BY ______________ PARK CITY ENGINEER	APPROVAL AS TO FORM APPROVED AS TO FORM THIS ____ DAY OF ____________, 1998 A.D. BY ______________ PARK CITY ATTORNEY	CERTIFICATE OF ATTEST I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS ____ DAY OF ____________, 1998 A.D. BY ______________ PARK CITY RECORDER	COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ____ DAY OF ____________, 1998 A.D. BY ______________ MAYOR	RECORDED STATE OF UTAH COUNTY OF SUMMIT AND FILED AT THE REQUEST OF ______________ DATE ______ TIME ______ BOOK ______ PAGE ______ FEE ______ RECORDER

SURVEYOR'S CERTIFICATE

I, John Demkowicz, certify that I am a Registered Land Surveyor and that I hold Certificate No. 163931, as prescribed by the laws of the State of Utah, and that a survey of the following described property was performed under my direction.

John Demkowicz ______________________ Date ______________

DEED DESCRIPTION

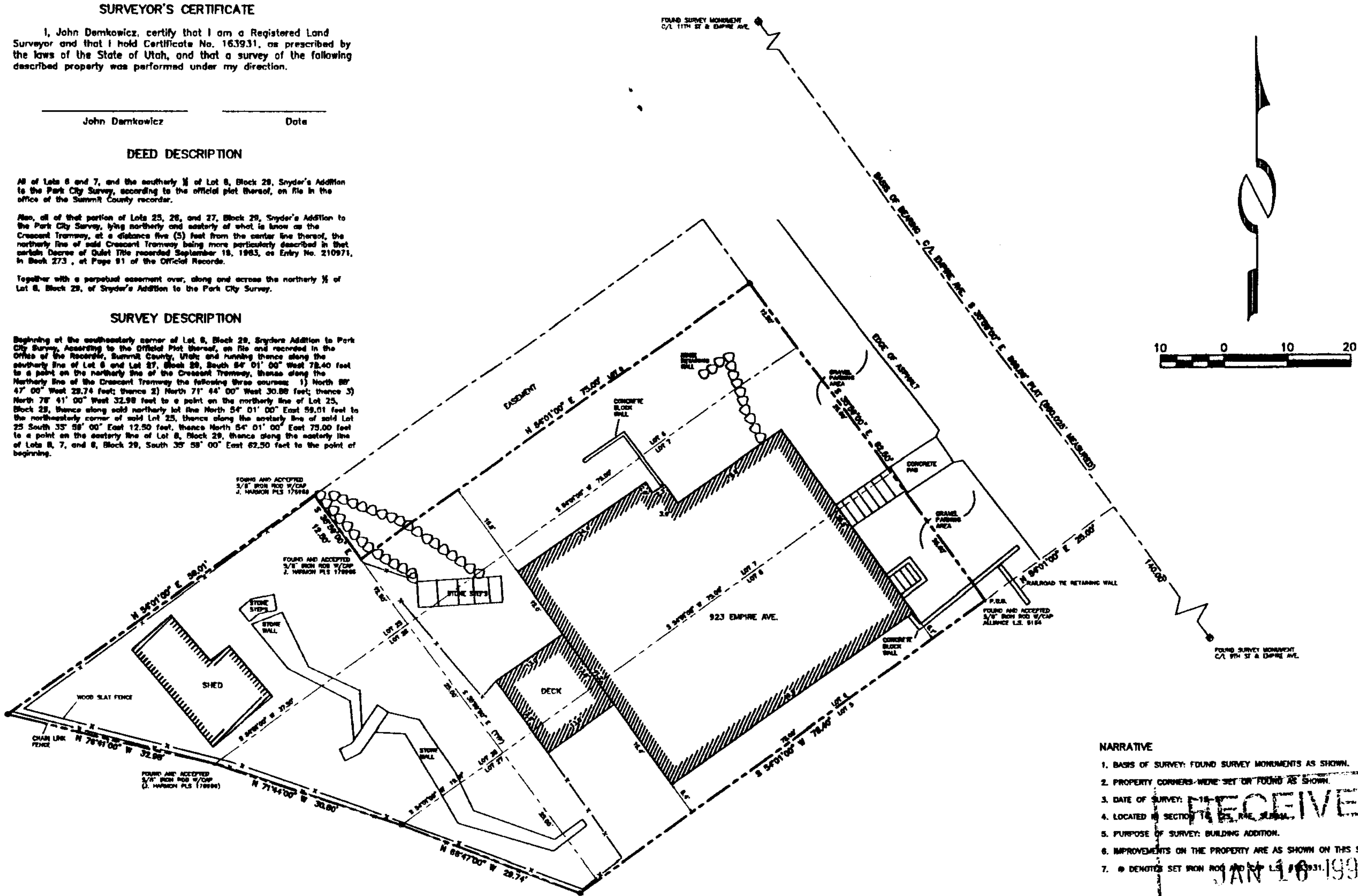
All of Lots 6 and 7, and the southerly ½ of Lot 8, Block 29, Snyder's Addition to the Park City Survey, according to the official plat thereof, on file in the office of the Summit County recorder.

Also, all of that portion of Lots 25, 26, and 27, Block 29, Snyder's Addition to the Park City Survey, lying northerly and easterly of what is know as the Crescent Tramway, at a distance five (5) feet from the center line thereof, the northerly line of said Crescent Tramway being more particularly described in that certain Decree of Quiet Title recorded September 18, 1963, as Entry No. 210971, in Book 273 , at Page 91 of the Official Records.

Together with a perpetual easement over, along and across the northerly ½ of Lot 8, Block 29, of Snyder's Addition to the Park City Survey.

SURVEY DESCRIPTION

Beginning at the southeasterly corner of Lot 6, Block 29, Snyders Addition to Park City Survey, According to the Official Plat thereof, on file and recorded in the Office of the Recorder, Summit County, Utah; and running thence along the southerly line of Lot 6 and Lot 27, Block 29, South 54° 01' 00" West 78.40 feet to a point on the northerly line of the Crescent Tramway, thence along the Northerly line of the Crescent Tramway the following three courses: 1) North 88° 47' 00" West 29.74 feet; thence 2) North 71° 44' 00" West 30.80 feet; thence 3) North 78° 41' 00" West 32.98 feet to a point on the northerly line of Lot 25, Block 29, thence along said northerly lot line North 54° 01' 00" East 59.01 feet to the northeasterly corner of said Lot 25, thence along the easterly line of said Lot 25 South 35° 59' 00" East 12.50 feet, thence North 54° 01' 00" East 75.00 feet to a point on the easterly line of Lot 8, Block 29, thence along the easterly line of Lots 8, 7, and 6, Block 29, South 35° 59' 00" East 62.50 feet to the point of beginning.



NARRATIVE

1. BASIS OF SURVEY: FOUND SURVEY MONUMENTS AS SHOWN.
2. PROPERTY CORNERS WERE SET OR FOUND AS SHOWN.
3. DATE OF SURVEY: [illegible]
4. LOCATED IN SECTION 16, T2S, R4E, SLB&M.
5. PURPOSE OF SURVEY: BUILDING ADDITION.
6. IMPROVEMENTS ON THE PROPERTY ARE AS SHOWN ON THIS SURVEY.
7. ● DENOTES SET IRON ROD AND CAP L.S. #163931.

RECEIVED
JAN 16 1998
PARK CITY PLANNING DEPT.

EXHIBIT B - PROPOSED PLAT

Alliance Engineering 801-649-9467 CONSULTING ENGINEERS LAND PLANNERS SURVEYORS 323 Main Street P.O. Box 2664 Park City Utah 84060	REVISED:	STAFF: M. MORRISON D. CONSTABLE M. KING DATE: 7-17-97	PAGE 1 OF 1	SNYDERS ADDITION-BLOCK 29 923 EMPIRE AVE. FOR: JOHN WHITELEY JOB NO.: 17-6-97 FILE: y:\srv\srv97\sa\170697.dwg

923 Empire Ave.

PARK CITY
1884

Exhibit C
Vicinity Map

N

44

Yellow Slicker

NON-SMOKING UNITS INSIDE AND OUTSIDE INCLUDES HOT TUB AREA

March 2, 1998

Park City Planning Dept. Attn: Kevin LoPiccolo
P.O. Box 1480
Park City Ut. 84060
801-645-5020

Dear Mr. LoPiccolo,

Our conversation Feb. 25th, 1998 encouraged us to appeal to the Community Development Dept. regarding John Whitley's request for a 160 square foot building.

We understand his plan is to complete a tri-plex on his property.

1- We have been downzoned 3 or more times since we have owned the Lowell Ave property. In 1985 we requested to increase the size of the space of a 4 plex to a tri-plex thereby utilizing the rest of the lots on Lowell for 3, not 4 units. We were denied and we built the 4 units at 920 Lowell, the Yellow Slicker Condos.

2- We cannot envision an approval now in 1998 for a tri-plex in a HR1 zone for more people, dogs, noise than what is already there.

3- We cannot imagine 2 more parking spaces off the street of Empire when at best they squeeze in one or two trucks, motorcycles, large construction vehicles, a constancy of visitors winter and summer, all with cars or trucks.

4- We can provide letters from former renters in the 920 building who will not return to our condos in the summer months because of the constant barking dogs and loud all night parties and music that occurs there.

5- Mr. Whitley knows of our concerns regarding the dogs as he has sent some of his rugby team up to see what the problem is, he has never confronted us except once when he dumped a building on our property on July 3rd. We all know that story. It would be nice to not have a hand gesture or profanity as a neighborly greeting.

Nothing good or pleasant can result from another unit on that small lot that is adjacent to our upcoming retirement family home.

Sincerely,

John and Joanne Wilson

http://www.10kvacationrentals.com/jacksshacks/index.htm
OWNERS, MANAGERS c/o DR.& MRS. JOHN H. WILSON

RECEIVED
MAR -3 1998
PARK CITY PLANNING DEPT.

EXHIBIT D - LETTER FROM ADJACENT PROPERTY OWNER

3-21-98

Dear Mr. Lo Piccolo,

It is my understanding that Mr. Whitley is requesting permission to build a tri-plex onto his existing home on Empire Ave.

Many times I have considered calling you to complain about how bad all the vehicles make Empire look. There are not enough garages. Consequently, people park in front of my ~~house~~ garage which is on Empire Ave.

A tri-plex addition would worsen that problem. Not to mention the noise of late parties.

I understand the dogs are gone now - thats the good part.

If there is anything you can do to prevent the tri-plex from being built I'm sure the rest of the neighborhood as well as myself will appreciate it.

I have owned 948 Lowell Ave. for over 4 years and the taxes have doubled. I am considering selling because the taxes coupled with how Empire St. is making the neighborhood look doesn't seem worth it.

Sincerely,
Joyce Fornquist

P.S. – Mr. Whitley should be building garages rather than apartments to house some of his cars, motorcyles, const. vehicles, front & back loaders etc.

Yellow Slicker

NON-SMOKING UNITS INSIDE AND OUTSIDE INCLUDES HOT TUB AREA

March 20, 1998

RECEIVED
PARK CITY
PLANNING DEPT.

Park City Planning and Zoning Dept.
P.O. Box 1480
Park City, Ut. 84060
435-645-5020

Dear Mr. LoPiccolo,

Once again, we feel that increasing the property for additional rental units in the HR1 zone at 923 Empire is not fair to others in the neighborhood.

Our personal concerns are very basic. Impacting Empire with more vehicles that are parked there, not within the setbacks required by your very code seems to be overlooked. The kinds and numbers of trucks, backhoes, cycles, cars clutter that street to the maximum, now.

Wouldn't it serve the additional space requested to demand garages, not rental units?

Impacting the residential area with more people would create more noise than is already there. The dogs there have been a problem for 10 years and could be again, once approved.

Having spoken with the Sheriff in Coalville regarding this particular residence, he informed us that if the office gets more than 3 complaints in one year that proper action will indeed be taken. Who knows what would be or for how long?

To control someones life style is not what we suggest at all. But to lose an income because of an uncooperative neighbor should be addressed in any of your discussions with this situation. Our retirement will be those rental units at 920 Lowell. At 70 now. we are most concerned.

Our former renters will not return due to the noise from 923 Lowell. Why continue to support the very persons who violate your codes and ordinaces and will continue to do so if past history carries any weight?

Sincerely, Joanne C Wilson

John H. and Joanne C. Wilson

http://www.10kvacationrentals.com/jacksshacks/index.htm
OWNERS, MANAGERS c/o DR.& MRS. JOHN H. WILSON
3409 Mile High Drive * S.L.C., UT 84124 * (801) 278-3241 / 278-8654(FAX)

Ordinance No. 97-

AN ORDINANCE APPROVING LOT LINE ADJUSTMENT, AMENDING THE SNYNDERS ADDITION TO THE PARK CITY SURVEY TO COMBINE LOTS 6, 7, 8, 25, 26 AND 29 OF BLOCK 29 AT 923 EMPIRE AVENUE, PARK CITY, UTAH

WHEREAS, the owner, John Whiteley, of the property known as 923 Empire Avenue, has petitioned the City Council for approval of an amendment to the amended Park City Survey; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and State Law; and

WHEREAS, on April 8, 1998 the Planning Commission held a public hearing to receive public input on the proposed final plat amendment and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, a financial guarantee for all public improvements is necessary to ensure completion of these improvements and to protect the public from liability and physical harm if these improvements are not completed by the developer or owner.

WHEREAS, the proposed plat amendment combines Lots 6, 7, 8, 25, 26 and 27 of Block 29 into one parcel.

WHEREAS, it is in the best interest of Park City, Utah to approve the Lot Line Adjustment (Plat Amendment);

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

SECTION 1. FINDINGS OF FACT. The above recitals are hereby incorporated as findings of fact. The following are also adopted by City Council as findings of fact:

1. The property is in the HR-1 Zone.

2 The proposal is consistent with both Park City Land Management Code and State subdivision requirements.

3. The revision is necessary to combine the property into one 6,600 square foot lot.

4. The property owner is applying for a plat amendment to combine six lots into a single lot of record.

5. The proposed lockout requires one parking space.

6. The applicant stipulates to all conditions of approval.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby adopts the following Conclusions of Law:

1. There is good cause for the amendment.

2. Neither the public nor any person will be materially injured by the proposed plat revision.

3. The proposal is consistent with both the Park City Land Management Code Chapter 7 and Chapter 15 and State subdivision requirements.

SECTION 3. CONDITIONS OF APPROVAL. The proposed plat amendment attached as Exhibit B is hereby adopted with the following Conditions of Approval:

1. The City Attorney and City Engineer's review and approval of the final form and content of the amended plat is a condition precedent to recording the plat.

2. All Standard Project Conditions shall apply and Land Management Codes shall apply.

3. The final plat shall be recorded at Summit County within one year from the date of City Council approval. If recordation has not occurred within the one year time, this approval and the plat shall be considered void.

4. The proposed lockout room is required to provide one additional on-site parking space.

5. A ten foot (10'-0") non-exclusive snow storage easement along Empire Avenue shall be dedicated to the City on the amended plat.

SECTION 4. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 7th day of May, 1998.

PARK CITY MUNICIPAL CORPORATION

____

Mayor Bradley A. Olch

Attest:

Janet M. Scott, City Recorder

Approved as to form:

Mark D. Harrington, Assistant City Attorney

PARK CITY

CITY COUNCIL REPORT

DATE: April 30, 1998
DEPARTMENT: Planning Department
AUTHOR: Brooks T. Robinson
TITLE: The Cove at Eagle Mountain
First Amendment to Record of Survey
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: Hold a public hearing and consider approval of the first amendment to the Cove at Eagle Mountain Record of Survey as conditioned by staff.

DESCRIPTION:

Project Name: Cove at Eagle Mountain - First Amendment to Record of Survey
Applicant: Jack Johnson for Cove at Eagle Mountain, L.C.
Location: Gallivan Loop at Meadows Drive
Zoning: RD - MPD
Adjacent Land Uses: Residential

A. Topic:

This is a request for a change in the Record of Survey. The Cove at Eagle Mountain proposes to change seven (7) fourplexes into triplexes. Please see Exhibit A - Proposed plat.

B. Background:

In 1994, the Master Planned Development for the Quarry Mountain subdivision was approved. The Cove at Eagle Mountain is Phase I of the East Cove portion of this development. As originally platted, eighteen (18) duplexes were on the outside of Gallivan Loop and ten (10) fourplexes were platted on the inside of Gallivan Loop. This is a yield of seventy-six (76) units. The project is currently under construction.

C. **Analysis:**

The applicant is requesting a revision to the recorded Record of Survey. The revision is to eliminate the seven (7) unbuilt fourplex units (formerly lots 37-48 and 61-76) and construct triplex units in their stead. This will reduce the density of the project by the seven units. There is no proposal to transfer this density to any other phase.

The proposed revision is consistent with the Final Conditions of Approval on the Master Planned Development for this site.

D. **Department Review:**

The Community Development Department and City Attorney's Office have reviewed this request.

ALTERNATIVES

A. **Approve the amended Record of Survey for the Cove at Eagle Mountain**
B. **Deny the proposed amendments and retain the original Record of Survey.**
C. **Continue the item for further discussion and information.**

SIGNIFICANT IMPACTS:

The proposed amendments will not change the original intent or the Final Conditions of Approval on the Master Planned Development for this site. There will be a reduction of seven (7) units from the density of the project.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

The original seven fourplexes would be constructed.

RECOMMENDATION:

Staff recommends that the City Council approve the First Amended Record of Survey for the Cove at Eagle Mountain based on the following:

Findings of Fact

1. The Cove at Eagle Mountain project is located at Gallivan Loop and Meadows Drive. It is zoned RD - MPD.
2. The reduction in density does not affect the intent nor the Final Conditions of Approval under the Master Planned Development for the project.
3. A financial guarantee is in place to ensure the completion of all public improvements and to protect the public from liability and physical harm if the developer or owner does not complete these improvements.
4. The Amended Record of Survey is consistent with the Planning Commission approval of the Cove at Eagle Mountain.

Conclusions of Law

1. There is good cause for the Amendment to the Record of Survey.
2. The Amended Record of Survey is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. Neither the public nor any person will be materially injured by the proposed Amended Record of Survey.
4. Approval of the Amended Record of Survey, subject to the conditions of approval, does not adversely affect the health, safety and welfare of the citizens of Park City.

Conditions of Approval

1. The prior Master Planned Development approval for this phase, dated March 26, 1997 is in full force and effect.
2. City Attorney and City Engineer review and approval of the final form and content of the Record of Survey for compliance with State law, the Land Management Code, and the conditions of approval, is a condition precedent to recording the Record of Survey.
3. The applicant must obtain the signatures of all unit owners of the project in a form approved by the City Attorney and County Recorder prior to plat recordation, or otherwise satisfy the County Recorder as to recording requirements.
4. The applicant will record the First Amended Record of Survey at the County within one year from the date of City Council approval. If recordation has not occurred within the one year's time, this approval and the plat will be void.
5. The density reduction resulting from this amendment is not transferable to other phases of Eagle Mountain, nor any other project.

EXHIBITS
Location map
Exhibit A - Proposed plat

K:\ADMIN\CC\PACKETS.98\COVEROS.WPD

May 1, 1998

Ms. Julie Ayers
Claims Analyst
FARMERS INSURANCE GROUP
9135 South Redwood Road
P. O. Box 95530
South Jordan, Utah 84095-5530

Re: **Your Claim No. 12 1122556**
Date of Loss: 03/03/97

Dear Ms. Ayers:

Regarding the above-referenced claim, the Governmental Immunity Act § **63-30-13** Utah Code states:

> A claim against a political subdivision, or against its employee for an act or omission occurring during the performance of his duties, within the scope of employment, or under color of authority, is barred unless notice of claim is filed with the governing body of the political subdivision **within one year** after the claim arises, or before the expiration of any extension of time granted under Section 63-30-11, regardless of whether or not the function giving rise to the claim is characterized as governmental.

Your correspondence, dated November 13, 1997, (copy attached) indicates the Date of Loss as March 3, 1997. Your insured did not file a notice of claim within the one-year limit. On October 7, 1997, my legal assistant, Thomas L. O'Finnegan, contacted Utah Highway Patrol Trooper Alex A. Williams. Mr. Williams stated "both drivers contributed to the accident." No citation was written for either driver. Even if a notice of claim had been filed, Park City Municipal Corporation denies liability when there has been no citation, or if the other driver is cited.

Sincerely,

PARK CITY MUNICIPAL CORPORATION

Thomas A. Daley
Assistant City Attorney

Encl: As stated

ORDINANCE NO. 98-___

AN ORDINANCE APPROVING THE FIRST AMENDMENT TO THE COVE AT EAGLE MOUNTAIN RECORD OF SURVEY LOCATED AT GALLIVAN LOOP AND MEADOWS DRIVE, PARK CITY, UTAH

WHEREAS, the owners of the property located Gallivan Loop and Meadows Drive have petitioned the City Council for approval of a revision to the Record of Survey known as the Cove at Eagle Mountain; and

WHEREAS, the Cove at Eagle Mountain project is located at Gallivan Loop and Meadows Drive and the property is zoned RD - MPD;

WHEREAS, the proposal is consistent with the Park City Land Management Code requirements for the RD District, the Comprehensive Plan, and the Master Planned Development Approval;

WHEREAS, the reduction in density does not affect the intent nor the Final Conditions of Approval under the Master Planned Development for the project;

WHEREAS, a financial guarantee is in place to ensure the completion of all public improvements and to protect the public from liability and physical harm if the developer or owner does not complete these improvements.

WHEREAS, the property was posted and legal notice published according to the requirements of the Land Management Code and proper notice was sent to all property owners within 300 feet of the property in question;

WHEREAS, the City Council held a public hearing on May 7, 1998 to receive input on the proposed amended Record of Survey; and

WHEREAS, it is in the best interest of Park City, Utah to approve the First Amended Record of Survey, known as the Cove at Eagle Mountain;

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

SECTION 1. FINDINGS OF FACT. The above recitals are incorporated herein as Findings of Facts.

SECTION 2. CONCLUSIONS OF LAW.

1. There is good cause for the Amendment to the Record of Survey.
2. The Amended Record of Survey is consistent with the Park City Land Management Code and applicable State law regarding condominium plats.
3. Neither the public nor any person will be materially injured by the proposed Amended Record of Survey.
4. Approval of the Amended Record of Survey, subject to the conditions of approval, does not adversely affect the health, safety and welfare of the citizens of Park City.

SECTION 3. PLAT APPROVAL. The First Amended Record of Survey, known as the Cove at Eagle Mountain, Park City, Utah, is approved as shown on the attached Exhibit A with the following conditions:

1. The prior Master Planned Devélopment approval for this phase, dated March 26, 1997 are in full force and effect.
2. The City Attorney and City Engineer will review and approve the final form and content of the Record of Survey for compliance with State law, the Land Management Code, and the conditions of approval, prior to recording the Record of Survey.
3. The applicant must obtain the signatures of all unit owners of the project in a form approved by the City Attorney and County Recorder prior to plat recordation or otherwise satisfy the County Recorder as to recording requirements.
4. The applicant will record the First Amended Record of Survey at the County within one year from the date of City Council approval. If recordation has not occurred within the one year's time, this approval and the plat will be void.

SECTION 4. EFFECTIVE DATE. This Ordinance will take effect upon publication.

PASSED AND ADOPTED this 7th day of May 1998

PARK CITY MUNICIPAL CORPORATION

____
Mayor Bradley A. Olch

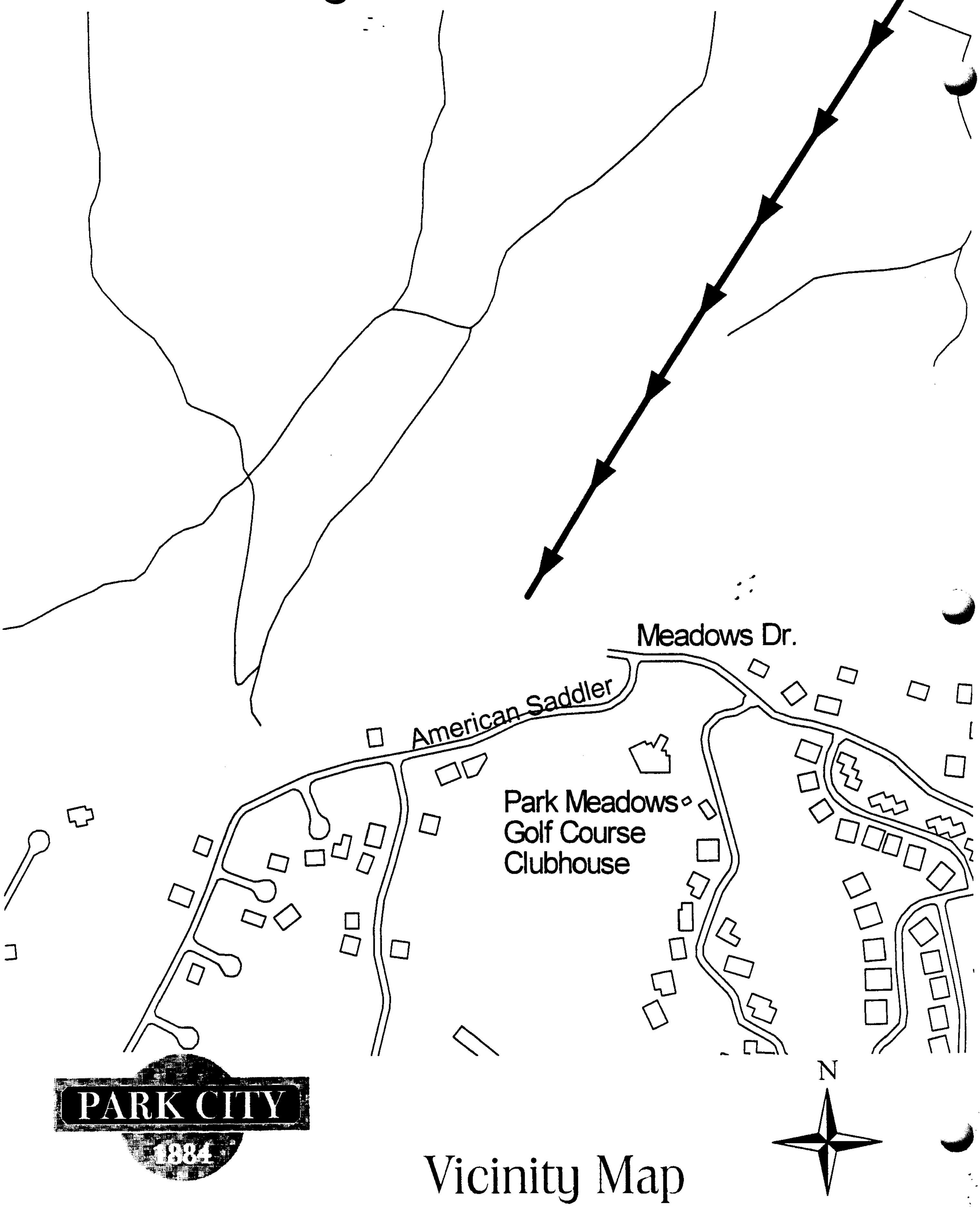
Attest:

____
Janet M. Scott, City Recorder

Approved as to form:

____
Mark D. Harrington, Assistant City Attorney

Cove @ Eagle Mountain



PARK CITY
1884

Vicinity Map

FIRST AMENDED
THE COVE AT EAGLE MOUNTAIN
PHASE I
A PLANNED UNIT DEVELOPMENT
**LYING WITHIN THE SOUTH HALF OF SECTION 33
TOWNSHIP 1 SOUTH, RANGE 4 EAST,
SALT LAKE BASE AND MERIDIAN
SUMMIT COUNTY, UTAH**

LEGAL DESCRIPTION

OWNER'S DEDICATION AND CONSENT TO RECORD

THE COVE AT EAGLE MOUNTAIN, L.C., a Utah Limited Liability Company

ACKNOWLEDGMENT

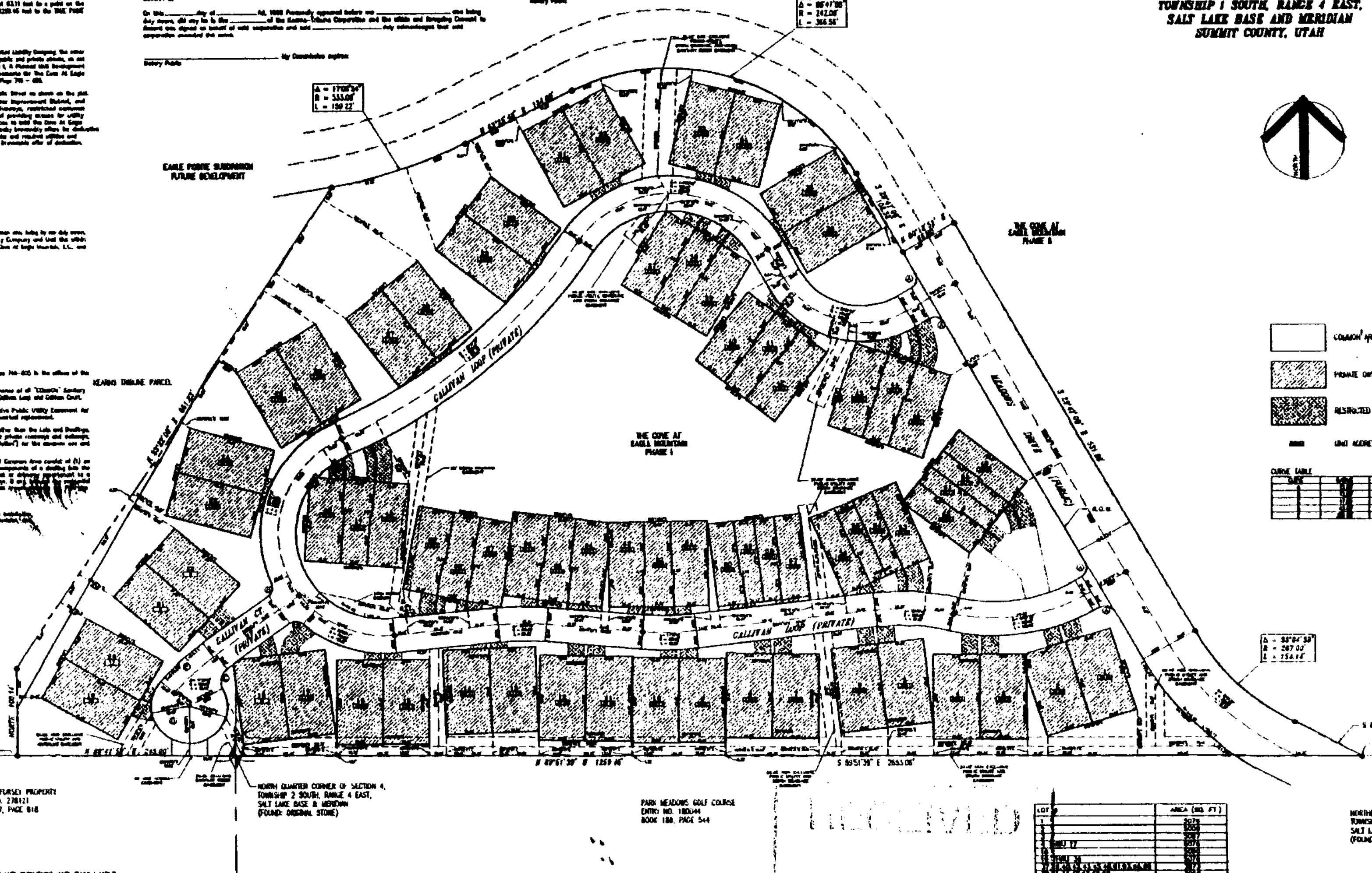
UTILITY EASEMENT APPROVAL

GENERAL NOTES:

CONSENT TO RECORD

ACKNOWLEDGMENT

ACKNOWLEDGMENT



SURVEYOR'S CERTIFICATE

I, JACK J. JOHNSON, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR AND THAT I HOLD CERTIFICATE NO. 147508 AS PRESCRIBED UNDER THE LAWS OF THE STATE OF UTAH. I FURTHER CERTIFY THAT A SURVEY HAS BEEN MADE OF THE LAND SHOWN ON THIS PLAT AND DESCRIBED HEREON. I FURTHER CERTIFY THAT THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND SURVEYED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF THE LAW.

JACK J. JOHNSON ________ DATE ________

CITY COUNCIL APPROVAL	CITY ENGINEER	CITY PLANNING COMMISSION	SEWER DISTRICT APPROVAL	APPROVAL AS TO FORM	RECORDED
PRESENTED TO THE BOARD OF ______ CITY COUNCIL THIS ______ DAY OF ______ A.D. 19__ AT WHICH TIME THIS RECORD OF SURVEY WAS APPROVED.	APPROVED AND ACCEPTED BY THE ______ CITY ENGINEERING DEPARTMENT ON THIS ______ DAY OF ______ A.D. 19__	APPROVED AND ACCEPTED BY THE ______ CITY PLANNING COMMISSION ON THIS ______ DAY OF ______ A.D. 19__	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT STANDARDS THIS ____ DAY OF ______ A.D.	APPROVED AS TO FORM ON THIS ______ DAY OF ______ A.D. 19__	Nº ______ STATE OF ______ COUNTY OF ______ RECORDED AND FILED AT THE REQUEST OF:
MAYOR / CITY RECORDER	CITY ENGINEER	CHAIRMAN	S.B.S.I.D.	CITY ATTORNEY	COUNTY RECORDER

THE JACK JOHNSON COMPANY
1777 Sun Peak Dr. • Park City, Utah 84060
(801) 645-9000 • fax (801) 649-1620

60

EXHIBIT A

PARK CITY
1884

CITY COUNCIL STAFF REPORT

Date: May 7, 1998
Department: Community Development Department
Title: Condominium Conversion at 1245 Deer Valley Drive (First Western Mortgage)
Type of Item: Legislative

Summary Recommendations: Conduct a public hearing and adopt the attached Ordinance approving a Condominium Conversion for the First Western Mortgage building at 1245 Deer Valley Drive as conditioned.

A. Topic

Applicant:	First Western Mortgage
Location:	1245 Deer Valley Drive
Proposal:	Condominium Conversion
Zoning:	General Commercial (GC)
Adjacent Land uses:	Commercial, Light Industrial
Project Planner:	Kevin LoPiccolo
Date of Application:	February 11, 1998

B. Background Information

The Planning Commission approved a 10,000 square foot office building at 1245 Deer Valley Drive, next to the Lewis, Wolcott & Dornbush building in March 1997. The building is nearing completion, and the property owner is requesting that the office building be condominiumized for the three tenants that will occupy the office building. The Commission at their April 8, 1998 meeting voted to forward to City Council a positive recommendation to approve a condominium conversion for the First Western Mortgage building at 1245 Deer Valley Drive. This request is to formally condominiumize the office building that will enable the property owner to sell the units separately.

C. Analysis

The condominium conversion is straightforward and staff has no outstanding concerns about this request. Based on the floor plans that have reviewed and approved , the identified units will be for three tenants mentioned above. The CC&R's will address common area maintenance issue and allocation of parking spaces for each of the building owners.

D. Department Review

The City's Staff Review Team and City Attorney's Office have reviewed this application and find it to be in conformance with all requisite city development codes.The City Attorney's office will review the plat and CC&R's before recordation.

E. Public Input

Property owners within 300 feet of the project were notified on March 24, 1997. The property was properly posted and legally noticed. As of this date of this report, staff has not received any public input concerning this application.

Alternatives:

A. Approve the proposed amendment thereby allowing individual ownership of each unit.

B. Deny the condominiumization and retain the current form of ownership.

C. Continue the item and request additional evaluation from staff.

Significant Impacts:

The proposal results in a record of survey plat that allows individual ownership of each unit. Approval of this application will not result in any significant impacts to the neighborhood as the structure is already built.

Consequences of not taking the recommended action:

If the Council denies the condominium conversion as proposed, the property will remain under single ownership.

F. Recommendation

Staff recommends approval of the proposed condominium conversion for First Western Mortgage at 1245 Deer Valley Drive based upon the following findings of fact, conclusions of law, and conditions of approval.

Findings of Fact:

1. The property is within the General Commercial Zone.

2. The proposed plat changes the type of ownership of this property to condominium ownership.

3. The proposal is consistent with both the Park City Land Management Code and the General Plan in that the GC zone allows condominium conversions to commercial buildings when all minimum code requirements are met.

4. Based on the Land Management Code, the parking requirement for a 9,169 square feet office building would be 46 parking spaces. The project will provide 47 parking spaces. Commonly-owned parking lots result in efficient public parking.

5. The site plan will result in the rear parking spaces be reserved for employee parking.

6. The applicant has agreed to the conditions of approval.

Conclusions of Law:

1. There is good cause for this condominium plat.

2. Neither the public nor any person will be materially injured by the proposed condominium plat.

3. The plat is consistent with the Park City Land Management Code and applicable State Law regarding condominiums plats.

Conditions of Approval:

1. The City Attorney and City Engineer's review and approval of the condominium plat, for compliance with the Land Management Code and conditions of approval, is a condition precedent to recording the plat.

2. All standard project conditions shall apply.

3. A financial guarantee in an amount acceptable to the City Engineer for the value of all public improvements to be completed, shall be provided to the City prior to plat recordation. All public improvements shall be completed according to City Standards and accepted by the City Engineer prior to release of this guarantee.

4. The rear parking spaces along the aisle leading to the drive-up facility shall be identified in the CC&R's for employee parking only. All parking spaces and driveways shall be commonly owned, not private or limited common.

5. The 831 square feet that was calculated as part of the non-usable floor area, based on the applicant's summary for tenant finish, shall not to be converted into lease or usable space.

6. The final condominium plat shall be recorded at the County within one year from the date of City Council approval. If recordation has not occurred within the one year of City Council's approval, this approval, this approval and the plat shall be considered void.

G. <u>Exhibits</u>

A. Proposed Condominium plat
B Location Map
C. Ordinance

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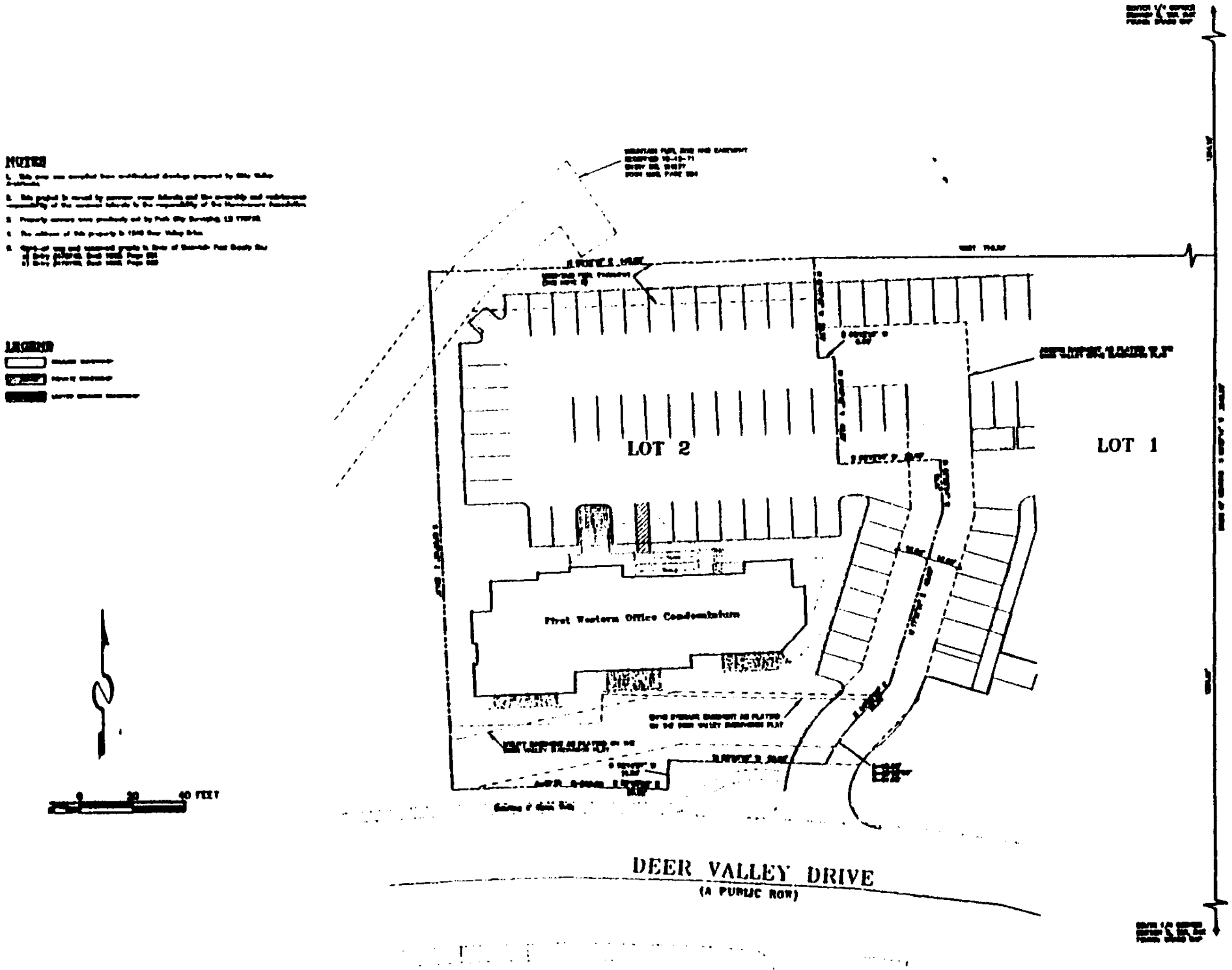

SURVEYOR'S CERTIFICATE

JOHN DEMKOWICZ, L.S. 163831 DATE

PROPERTY DESCRIPTION

OWNER'S DEDICATION AND CONSENT TO RECORD

Steve Harwood
Managing Member
FIRST WESTERN MANAGEMENT CO. L.C.

ACKNOWLEDGEMENT

State of Utah
County of Summit

Notary Public

RECEIVED
MAR 24 1998
PARK CITY
PLANNING DEPT

RECORD OF SURVEY MAP

FIRST WESTERN OFFICE CONDOMINIUM

A UTAH CONDOMINIUM PROJECT LOCATED IN SECTION 8, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN.

EXHIBIT A - PROPOSED CONDOMINIUM PLAT

1 OF 2

ALLIANCE ENGINEERING INC.	SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT	PLANNING COMMISSION					RECORDED
P.O. BOX 2664 323 MAIN STREET PARK CITY, UTAH 84060 (435) 649-9467	REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN SEWER IMPROVEMENT DISTRICT STANDARDS ON THIS ____ DAY OF ________ 1998 A.D. BY ________ S.B.S.I.D.	APPROVED BY THE PARK CITY PLANNING COMMISSION THIS ____ DAY OF ________ 1998 A.D. BY ________ CHAIRMAN	I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS ____ DAY OF ________ 1998 A.D. BY ________ PARK CITY ENGINEER	APPROVED AS TO FORM THIS ____ DAY OF ________ 1998 A.D. BY ________ PARK CITY ATTORNEY	I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS ____ DAY OF ________ 1998 A.D. BY ________ PARK CITY RECORDER	APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ____ DAY OF ________ 1998 A.D. BY ________ MAYOR	STATE OF UTAH COUNTY OF SUMMIT AND FILED AT THE REQUEST OF ________ DATE ____ TIME ____ BOOK ____ PAGE ____ FEE ____ RECORDER

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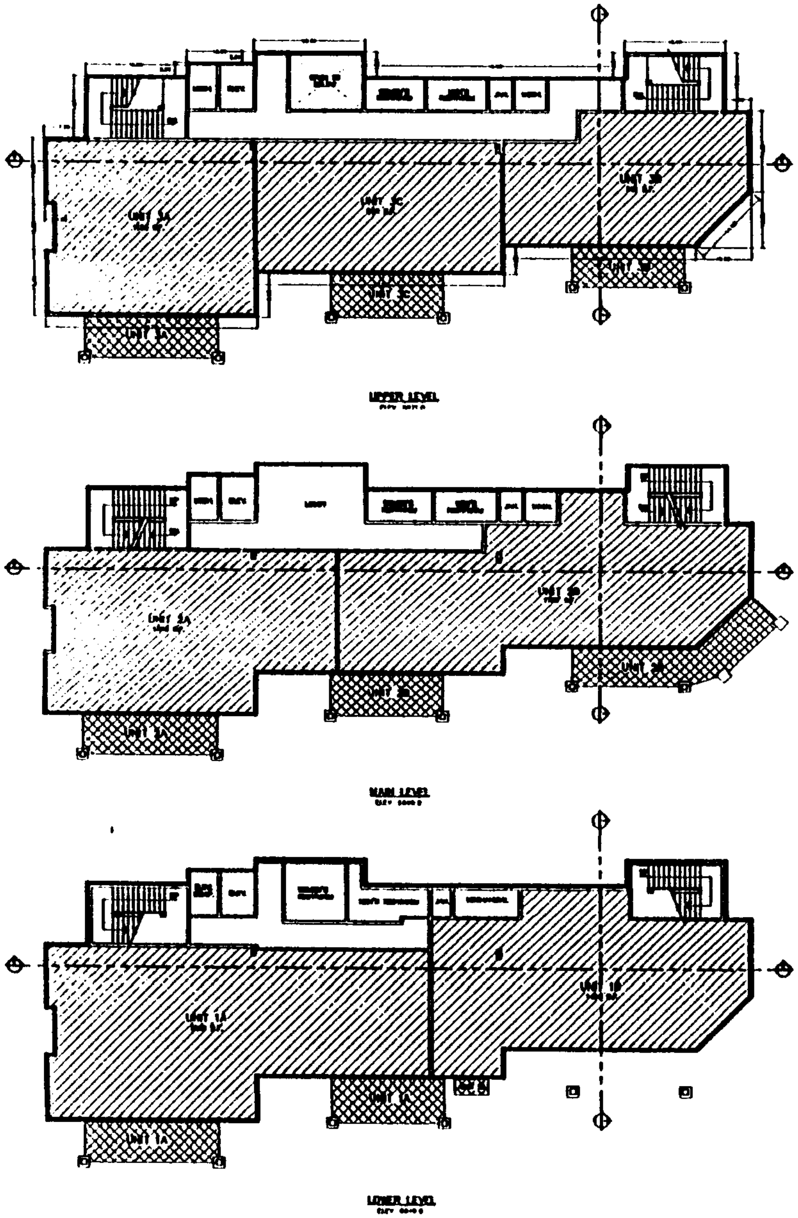
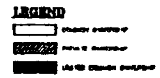
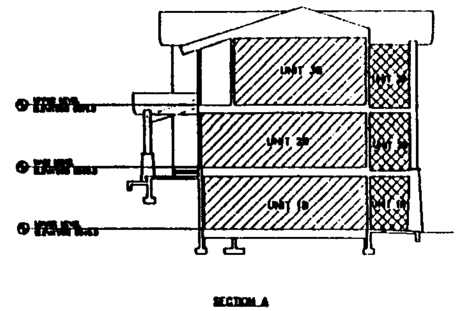
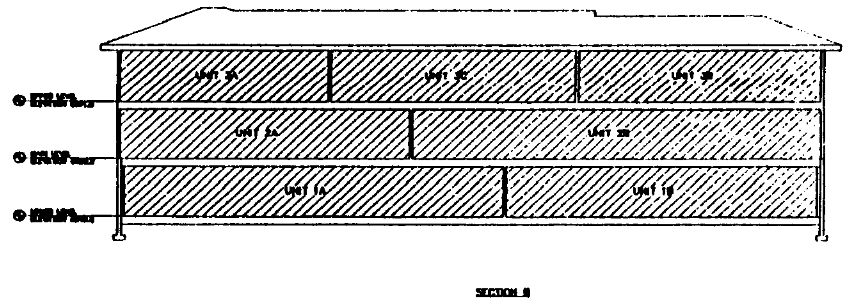




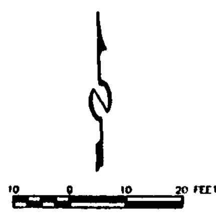




RECORD OF SURVEY MAP

FIRST WESTERN OFFICE CONDOMINIUM

A UTAH CONDOMINIUM PROJECT LOCATED IN SECTION 9, TOWNSHIP 2 SOUTH, RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN.



2 OF 2

RECORDED

STATE OF UTAH COUNTY OF SUMMIT AND FILED AT THE REQUEST OF ______
DATE ______ TIME ______ BOOK ______ PAGE ______
______ FEE ______ RECORDER

9-2-96

PARK CITY PLANNING DEPT

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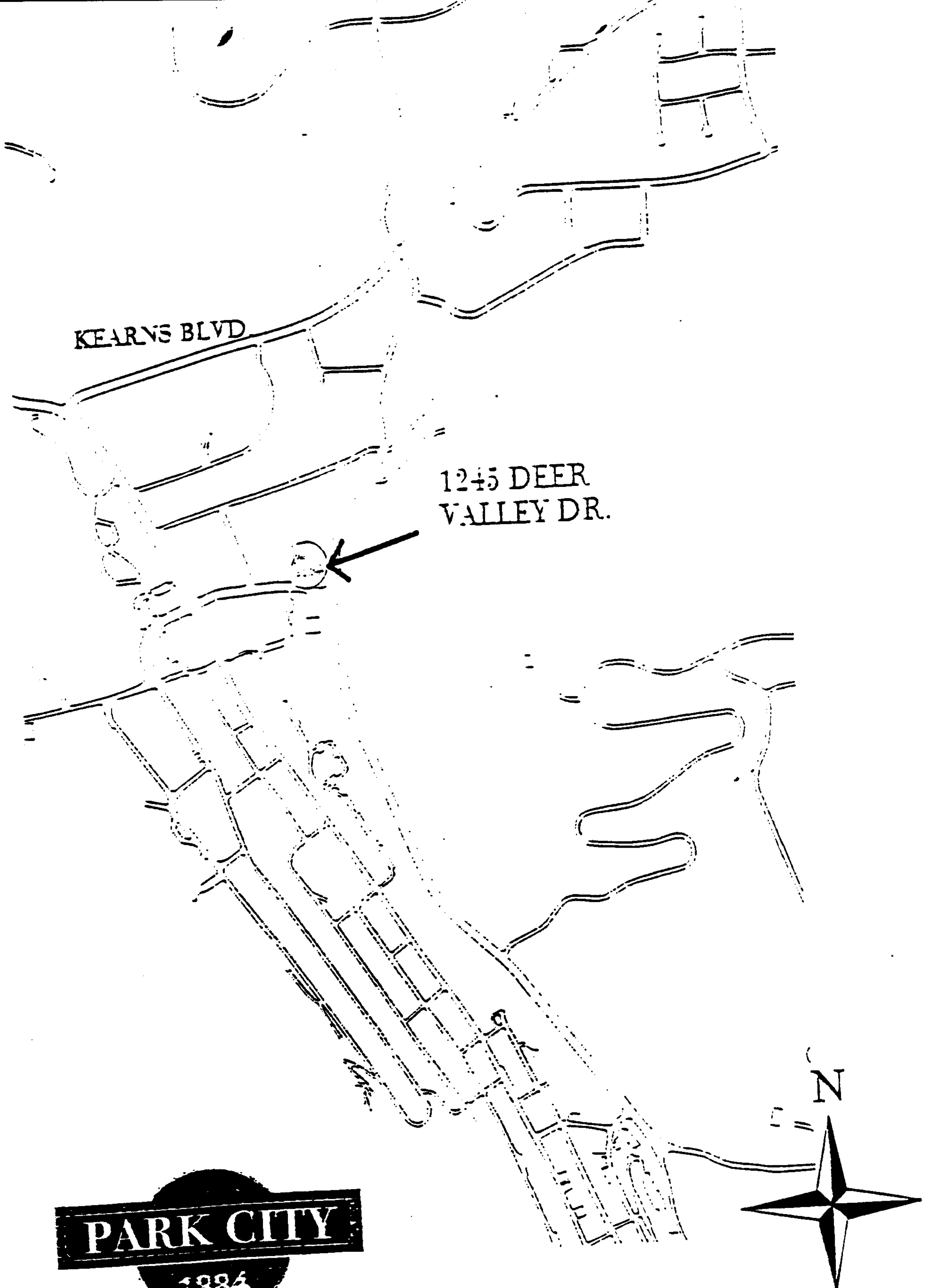

EXHIBIT B - LOCATION MAP

Ordinance No. 97-

AN ORDINANCE APPROVING A CONDOMINIUM PLAT FOR THE FIRST WESTERN MORTGAGE BUILDING AT 1245 DEER VALLEY DRIVE, PARK CITY, UTAH

WHEREAS, the owner, First Western Management Company, of the property known as 1245 Deer Valley Drive, have petitioned the City Council for approval of a condominium plat for a condominium conversion; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and State Law; and

WHEREAS, on April 8, 1998 the Planning Commission held a public hearing to receive public input on the proposed condominium plat for a condominium conversion and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, a financial guarantee for all public improvements is necessary to ensure completion of these improvements and to protect the public from liability and physical harm if these improvements are not completed by the developer or owner.

WHEREAS, the proposed plat changes the type of ownership of this property to condominium ownership.

WHEREAS, it is in the best interest of Park City, Utah to approve the condominium plat;

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

SECTION 1. FINDINGS OF FACT. The above recitals are hereby incorporated as findings of fact. The following are also adopted by City Council as findings of fact:

1. The property is within the General Commercial Zone.

2. The proposed plat changes the type of ownership of this property to condominium ownership.

3. The proposal is consistent with both the Park City Land Management Code and the General Plan in that the GC zone allows condominium conversions to commercial buildings when all minimum code requirements are met. Commonly - owned parking lots result in efficient public parking.

4. Based on the Land Management Code, the parking requirement for a 9,169 square feet office building would be 46 parking spaces. The project will provide 47 parking spaces.

5. The site plan will result in the rear parking spaces be reserved for employee parking.

6. The applicant has agreed to the conditions of approval.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby adopts the following Conclusions of Law:

1. There is good cause for this condominium plat.

2. Neither the public nor any person will be materially injured by the proposed condominium plat.

3. The plat is consistent with the Park City Land Management Code and applicable State Law regarding condominiums plats.

SECTION 3. CONDITIONS OF APPROVAL. The proposed plat amendment attached as Exhibit B is hereby adopted with the following Conditions of Approval:

1. The City Attorney and City Engineer's review and approval of the condominium plat, for compliance with the Land Management Code and conditions of approval, is a condition precedent to recording the plat.

2. All standard project conditions shall apply.

3. A financial guarantee in an amount acceptable to the City Engineer for the value of all public improvements to be completed, shall be provided to the City prior to plat recordation. All public improvements shall be completed according to City Standards and accepted by the City Engineer prior to release of this guarantee.

4. The rear parking spaces along the aisle leading to the drive-up facility shall be identified in the CC&R's for employee parking only. All parking spaces and driveways shall be commonly owned, not private or limited common.

5. The 831 square feet that was calculated as part of the non-usable floor area, based on the applicant's summary for tenant finish, shall not to be converted into lease or usable space.

6. The final condominium plat shall be recorded at the County within one year from the date of City Council approval. If recordation has not occurred within the one year of City Council's approval, this approval, this approval and the plat shall be considered void.

<u>SECTION 4. EFFECTIVE DATE</u>. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 7th day of May, 1998.

PARK CITY MUNICIPAL CORPORATION

____
Mayor Bradley A. Olch

Attest:

____
Janet M. Scott, City Recorder

Approved as to form:

____
Mark D. Harrington, Assistant City Attorney

PARK CITY
1884

COUNCIL AGENDA REPORT

DATE: May 7, 1998
DEPARTMENT: Administrative Services
AUTHOR: Tom Bakaly, Finance Manager
TITLE: Banking Contract
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATION:

Authorize staff to enter into a contract in a form approved by the City Attorney's Office with Zions Bank for banking services. The initial term of the contract will be for one year with two renewable two year terms for a total contract length of five years. The annual amount of the contract for required services is estimated to be roughly $16,000 for the term of the contract when credit card services are included.

DESCRIPTION:

A. Topic: Banking Contract

B. Background:

On March 18, 1998, the City sent out a Request for Proposal (RFP) for banking services to US Bank, Bank One, Wells Fargo, Key Bank, First Security, and Zions Banks. We also advertised the RFP in the local newspaper. Throughout the month of March and late April, staff responded to questions about the RFP from the banks listed above. At the close of business on April 17, 1998, we had received proposals from US Bank, Bank One, First Security and Zions Banks.

C. Analysis:

The following qualifying conditions had to be meet in order for the bank to submit a proposal:

1. The proposing bank had to be a federally or State of Utah chartered banking institution with branch facilities located within the City limits of Park City.

2. The bank must maintain a branch office in Park City.

3. The bank must be a qualified depository for public funds pursuant to the Utah State Money Management Act.

All four banks that sent in proposals meet the qualifying conditions. After the closing date the proposals were reviewed as to content and the costs for the needed services. The table below summarizes the direct cost component of the bids received by the City.

Services	Zions Cost	1st Security Cost	Bank One Cost	US Bank Cost
Required Banking Services:				
Account Maintenance, Payroll & Accounts Payable Checks, Deposits, Items Returned	48	189	222	261
Current Banking Services:				
Stop Pays, Wire Transfers, Direct Deposits,	58	127	93	82
Merchant Services (Credit Cards)	1,180	1,427	1,187	1,200
Estimated Monthly Cost (Including Merchant Services)	1,285	1,743	1,502	1,544
Other Optional Services:				
Electronic Fund Transfer	55.00	60.00	70.00	50.00
Group Banking Services	0.00	0.00	0.00	No bid
Coin Counting	0.00	0.00	0.00	3.50
Total Estimated Monthly Cost	**1,340**	**1,803**	**1,572**	**1,597**

It is clear from the table above that Zions' proposal is the best price choice for the City in all three categories. The area of merchant services is one that needs to be expanded upon slightly. The City pays a percentage on each credit card transaction that is processed. The bid by Zions was 1.77%. This was among the lowest that was bid. Almost all of this fee is passed along to the credit card companies, and is not kept by the bank. It is a cost to the City however, so it is included here. The proposal allows the City to stay with the selected bank for a period of five years, before a new RFP would be done. However, if the City is not satisfied with the banking services, there is a termination clause and the contract is subject to two renewals during the five year term.

The proposal also locks in the fee structure for the entire five years of the contract. Zions is currently the City's bank. Staff has been satisfied with the service it has received from Zions over the past five years. Based upon the criteria of selection specified in the RFP, it is recommended that Zions be awarded the contract to furnish the City's banking services for the next five years effective May 18, 1998.

D. Department Review: - This report has been reviewed by the Legal Department and the City Manager's Office.

ALTERNATIVES:

A. **Approve the Request** - The City Council could approve the contract with Zions. This is the recommended action

B. **Deny the Request** - The City Council could deny the request. This would require a "rebid" of the contract for banking services. Because the City's current banking contract expires on May 17, 1998, the City Council would need to extend its current contract with Zions until a new RFP process could be completed.

C. **Continue the Item** - The City Council could continue the item until the May 14, 1998 meeting and still take action on this item prior to the expiration of the current contract. Continuing the item past May 14, 1998 would require a contract extension with Zions.

D. **Do Nothing** - Same as continuing the item.

SIGNIFICANT IMPACTS: The annual cost of this contract is roughly $16,000 per year depending upon the optional banking services selected by the City. Funds are budgeted in the Finance Division budget for these services with the exception of merchant or credit card services. Credit card services are treated as a reduction in revenue in the City fund where the transaction occurs.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

Staff would need to "rebid" the RFP and this would delay the completion of the banking contract.

RECOMMENDATION: Authorize staff to enter into a contract in a form approved by the City Attorney's Office with Zions Bank for banking services.