



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

May 5 2022

The Council of Park City, Summit County, Utah, met in open meeting on May 5, 2022, at 4:30 p.m. in the City Council Chambers.

Council Member Gerber moved to close the meeting to discuss property at 4:32 p.m. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

CLOSED SESSION

Council Member Toly moved to adjourn from Closed Meeting at 4:45 p.m. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

WORK SESSION

Discuss Quinn's Junction Park & Ride:

Matt Dias, City Manager, explained there had been many discussions between staff and other stakeholders on this item. John Robertson, City Engineer, Gabe Shields, Transportation Engineer, Julia Collins, Transportation Planning, Robert Stewart, UDOT District Two Director, Jerry Benson, Consultant, and Kordel Braley, AECOM, were present for this item. Robertson reviewed the history associated with this project. The fatal flaw analysis (FFA) was completed in 2019 and the traffic impact study (TIS) was completed in 2021. This project was divided into two phases: Phase One would include the site work and parking lot and Phase Two would include the amenities. Collins stated the amenities included a fuel source for buses, an end of line driver facility, bus shelters, public restrooms, a maintenance building, and more. She indicated the main purpose of the project was to have a parking lot, but the secondary impacts needed to be considered as well.

Robertson noted PCMC, the Utah Department of Transportation (UDOT), and Summit County were involved in this project from the beginning. They all participated in the

consultant selection to prepare the FFA and assisted in the preparation and review of the FFA, TIS, and plan reviews. Summit County requested two additional analyses be prepared during the TIS to further evaluate impacts to County intersections. UDOT installed a shoulder bus lane into the City, executed a construction agreement for the site, and relocated the "No Access" line to allow for the park and ride. The FFA looked at some City-owned properties, including the frontage road, detention basin, and Richardson Flat. They looked at safety, security, accessibility and visibility and the frontage road scored the highest. Richardson Flat was not considered because it was the farthest away from SR248 and was not convenient, especially during peak traffic times. Another challenge was that it was not City-owned property and there were soil condition issues. The detention basin was a lot smaller in size and could not accommodate as many vehicles.

Robertson stated some concerns for the frontage road was the close proximity of the road to the traffic signals. Stewart addressed the concern regarding the construction agreement with UDOT, which had a clause requiring Park City to remedy any safety hazards in the park and ride lot. He noted that clause was in all UDOT park and ride agreements, and he gave examples of when that clause would be in effect. He stated UDOT was committed to park and ride lots and they liked this project. If the lot was packed with cars, they would see that as a success. His team saw the project as part of the traffic solution for this area.

Shields indicated he heard concerns that the TIS was performed during the pandemic and was not reflective of post pandemic traffic. Braley indicated the study began in 2020, but there were recently completed traffic studies from which they collected data and those were used to adjust the rates to come up with a baseline. Then they looked at projected future traffic and took future development into the equation to determine the outcome. He explained these were winter ski month counts. Shields stated the sensitivity analysis also looked at users for this lot and estimated the majority would come from the south in Wasatch County. Braley noted users from Salt Lake City would also use it if other lots were full and the analysis concluded that when drivers exited Highway 40 from the north, the queue would back up and block the right turn pocket. That scenario assumed the other lots were full and everyone was coming from Salt Lake City. Shields reviewed the analysis from several scenarios and stated the SR248 and Highway 40 intersection was at the point of failing and they would only get worse, with or without the Quinn's project.

Collins explained the budget for the project and noted the City had two Federal Transit Authority (FTA) grants, a Summit County Transportation grant, and Transportation sales tax revenue to construct it. Shields detailed all the costs associated with the project which would total approximately \$7 million for both phases. There would also be an annual maintenance cost of \$105,000 and a Transit cost of \$1,800,000 to \$2,500,000 per year. He indicated there were many unknowns with regard to the Transit estimate. Sarah Pearce, Deputy City Manager, indicated staff looked at a pilot park and ride project at

Richardson Flat. Transit could run express routes to the ski resorts, but staff had more work to do to analyze this.

Council Member Dickey asked if the signal for the frontage road had to wait until the road moved. Shields stated it could be signaled as-is, but it would not be ideal. He indicated the congestion would happen with drivers coming from the north, but signage could send them to the Silver Creek exit and then they would take a right hand turn into the park and ride. Council Member Rubell asked where the counter was located that was used for the Quinn's Park and Ride, to which Shields stated it was close to Highway 40. Council Member Rubell asked if the project was ready to go, or would other approvals be needed. Robertson indicated the contractor would need to get permits from UDOT and from the County. Collins added the permitting process would be seamless. Council Member Rubell asked if the numbers in the TIS were the seconds a car would wait to move. Cordell affirmed they were the average wait in seconds.

Council Member Toly asked if staff spoke with businesses in the area that would be impacted. Robertson stated he did not know of outreach to those groups. Council Member Toly asked if conversations had taken place with the resorts about partnering. Matt Dias indicated staff had conversations with both resorts and they would be discussing this park and ride if it was approved. Council Member Toly asked if the Transit service for the park and ride would go year-round or if it would taper off in the spring. Collins noted the frequency would be 20 minutes in peak times and 30 minutes during non-peak times. But if year-round employees were riding or other factors were observed, this frequency could change. Braley confirmed the traffic count station was halfway between Round Valley Drive and Landfill Road so it would have picked up the traffic going west.

Council Member Doilney stated the intersection was failing with or without the park and ride. He asked how accurate analysts were in planning for these park and rides and if the location was more or less unique than others. Stewart thought this project was part of the traffic solution because of the unique location of Park City and he predicted the park and ride would fill up quickly. He discussed other potential solutions to help the failing intersection. Benson added the formula to making a park and ride successful was to make taking transit easier than driving a car. The dedicated shoulder for Transit would help, as well as frequent bus service. He noted the City would continue working on solutions after the park and ride was in place. Council Member Rubell stated the memo in the packet noted 15 minutes in frequency, but the presentation stated 20 or 30-minute intervals. Benson indicated 15 minutes or less would be optimal and hopefully there would be the traffic to support that.

Council Member Gerber asserted there were several areas in Old Town where parking had been reduced and she wanted to make sure there was access to Old Town for employees.

SPECIAL MEETING

I) ROLL CALL

Attendee Name	Status
Mayor Nann Worel Council Member Ryan Dickey Council Member Max Doilney Council Member Becca Gerber Council Member Jeremy Rubell Council Member Tana Toly Matt Dias, City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
None	Absent

Discuss Quinn's Junction Park & Ride – Continued:

Mayor Worel opened the item for public input.

John Greenfield stated the goal was to find a good Transit alternative. Paid parking was announced at Park City Mountain Resort (PCMR) two weeks ago. The frontage road ranked the best and Richardson Flat ranked last. He supported a bus rapid transit system. He indicated the SR248 and Highway 40 intersection would fail in the next four years. If Council favored Richardson Flat, he requested a traffic study for that location. He supported the frontage road option.

Doug Clyde, Summit County Council member, stated he spoke with Mayor Worel about the timeline for moving the frontage road closer to the Rail Trail. He was surprised the City Council thought the County would build the road, and noted they were not planning on it because it was not a priority for the County. He asserted the City could request it from the County at some point, but no request had been made. He didn't care if Park City moved the road or built the park and ride. He displayed a slide that showed a wetlands with an endangered species plant which might be in the area where the City wanted to move the frontage road.

Peter Tomai indicated nobody thought the park and ride would solve all the traffic problems, but he thought it would help with the traffic problems. Even if a small percentage of drivers were captured in the park and ride, it would be a win.

Mayor Worel closed the item for public input.

Council Member Doilney asked if the road would be moved into the wetlands area, to which Robertson stated the wetlands would be avoided. Council Member Doilney thought this park and ride would be used based on the growth in the area. Residents asked the City to do something to help with traffic congestion and this was part of the solution. He agreed with the experts and supported moving forward with the project.

Council Member Toly asked for a commitment from the resorts that they would help fund the project. She didn't think having a 1.5 mile bus lane would get people to ride the bus. She liked getting drivers off Highway 40 at the Silver Creek exit to use the park and ride. Council Member Dickey thought the park and ride was an asset as part of a long-term traffic solution, but the park and ride had to work on its own. The City needed to ask the County about moving the frontage road. He wanted partnerships with Summit County, High Valley Transit (HVT), and the resorts. He asked staff to continue working on this to see if it could work.

Council Member Rubell thought the assumptions were flawed. He felt traffic would come from the Wasatch Front, which would bring problems. He stated comparing Quinn's Park and Ride to the Ecker Hill Park and Ride was not accurate and the usage for this lot would be higher, which would make traffic worse. He asked if there could be dual left turn lanes. Robertson stated that discussion hadn't happened yet, but it did not affect Old Highway 40 and SR248. Council Member Rubell asked if the land next to the road was privately owned, to which Robertson stated a section was owned by the County, and then a privately owned parcel was above that. Council Member Rubell liked having the costs explained and favored getting the resorts involved in the cost conversation. Regarding the UDOT condition, he asked if the City could negotiate so it assumed a lower risk. Robertson displayed the intersection and showed the potential diversion of the road, to which Council Member Rubell indicated that was good and he favored updating the traffic study if the City moved forward with that idea. He thought the study's 2026 number was irrelevant and he wanted real counts. He wanted more regional collaboration and asked to discuss this at the next joint City Council/County Council meeting. He wanted further conversation with HVT, since this would be next to their bus building. He also thought accessing the lot from Highway 40 would be difficult without mitigation and he wanted to see some commitment on the mitigation.

Council Member Gerber indicated the park and ride would be the first of many to help take cars off the road. This was a good opportunity to learn and the grants would go a long way in helping the community. She noted the money came from sales tax which was from the tourism economy. This was a quick solution. She knew there would be things to work out with the County. She liked the other solutions given by Stewart and she was glad to hear from UDOT. The community asked Council to do something. It would not be perfect, but Transit requested this solution and she supported moving forward with the project.

Mayor Worel summarized the Council stressed working collaboratively with regional partners. She commended staff for working with Summit County and UDOT. The disconnect occurred when the project was presented to the Joint Transportation Advisory Board (JTAB). That group was disbanded so it was critical the City and County Councils had quarterly joint meetings.

II) COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:

Council Member Gerber noted the Roe v. Wade discussion at the Federal level and felt this was a big deal. She asked that when this ruling was overturned and was enacted at a State level, that the City activate its lobbyists to say this was not okay. Matt Dias stated the City had lobbyists at the State and Federal levels and they could be deployed on Council's request. Council agreed to bring this back for discussion at a future meeting.

Council Member Rubell thanked staff for getting the Council packets out earlier. He attended the Fire District meeting where they signed an interlocal agreement with the City, which shifted inspections and compliance reports to the Fire District. The Citizens Academy started last week, and he encouraged those interested to participate in the next session. Council Member Dickey indicated he also liked having the Council packet earlier.

Council Member Toly reminded residents of the Spring Projects event at the library on May 10th. On May 11th, there would be a "Catch Up with Council" at the Alpine Pie Bar at 5:30 p.m. She also noted the Park City Museum waived admission fees the third Saturday of each month. She stated this was Mental Health Awareness Month and she attended a Community Foundation event on Mental Health. She also attended a Communities that Care informational meeting on mandatory reporting for child abuse. She asked for Margaret Olsen and Chief Wade Carpenter to present this to Council.

Council Member Doilney stated it was hard to deal with the Federal Government stripping people of their rights. He asserted the City needed to make sure it protected people who sought care and that they had access to unbiased information. This was part of the City's social equity efforts. He wished everyone a happy Cinco de Mayo and urged people to embrace diversity.

Mayor Worel indicated she attended a site visit for the 9th Street Stairs project and staff listened to public input. There would be another opportunity for public input on this topic at the Spring Projects event. She noted her open office hours had been filled and people brought their concerns and possible solutions. She enjoyed these interactions.

Staff Communications Report:

1. Water Outlook 2022:

Council Member Dickey thought there should be clarity on how many times users should irrigate, whether it was twice a week or every other day. Jason Christensen, Water Resources Manager, stated staff was asking at this point to water twice a week or every other day, but Council could take it to the next level. He thought just the ask would help the City meet community demand. Council Member Dickey liked asking instead of demanding, but he wanted clear messaging.

Council Member Toly noted the City was in a good water situation but other communities in Utah were not in the same situation. She wanted to make sure the water was reserved for those who needed it.

Council Member Rubell asked when the water rate discussion would return, to which Christensen stated he would come back to Council on July 14th. Council Member Rubell thanked Christensen for having a water symposium. He asked if the City would create an ordinance that would be more restrictive with regard to landscaping. Christensen stated a draft ordinance was created and provided to the Planning Commission staff. Council Member Rubell looked forward to seeing what the initiatives were.

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

Mayor Worel opened the meeting for any who wished to speak or submit comments on items not on the agenda.

Charlie Sturgis indicated he sent a letter last year to many government leaders regarding wildfires. He noted Las Vegas, New Mexico, had a fire that threatened to burn down a town. He stated fire season was beginning. He hoped resources would be given to forestry management to prevent a wildfire in Park City. He stated the City was in trouble if the Parley's Canyon fire last year was any indication of how a fire would be contained.

Carolyn Wawra, Recycle Utah, stated many things were happening for Earth Month. Locals were celebrating this beautiful home they lived in. She noted there were community clean ups, including one at City Park this Saturday.

Brendan Weinstein eComment: "Please do not renew Silly Sunday contract for a 14-weekend schedule. There are many events on Main Street beyond Silly Sunday. Once a month would be a more appropriate schedule. Can be stressful when you are going about your normal routine and forget that Main Street is yet again overcrowded for a massive event. Some events are great but we have gone overkill with Main Street events at this point."

Tom Horton eComment: "I've often wondered why some festival hasn't set up shop in Prospector Square. There's a beautiful, tree-lined, off-street walkway that winds 250

yards among businesses and over a dozen restaurants. Hundreds of parking spaces in the city/PSPOA lots. Lots of room for pop-up booths. Utilities available. Rail Trail nearby. Short stroll from the high school parking lot. Short bus route to Park and Ride. Two hotels with indoor event space. Two adjacent strip centers with potential outdoor event space. Seems like a natural, but has never happened. Given that there is community interest in continuing the Park Silly Market away from Main Street, the western Prospector neighborhood should be evaluated as a possible future site for the event. This area has evolved to have heavily commercial and hospitality use with few residential units remaining. Eastern Prospector is residential, and it would seem logistically doable to protect it from event impacts.”

Mayor Worel closed the public input portion of the meeting.

IV) CONSIDERATION OF MINUTES

1. Consideration to Approve the City Council Meeting Minutes from April 7, 2022:

Council Member Gerber moved to approve the City Council meeting minutes from April 7, 2022. Council Member Dickey seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

V) CONSENT AGENDA

1. Request to Adopt Resolution 09-2022, a Resolution Proclaiming May 13, 2022 as Arbor Day and Celebrating Park City's 29th Anniversary as a Tree City USA Community:

Council Member Gerber moved to approve the Consent Agenda. Council Member Rubell seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

VI) OLD BUSINESS

1. Consideration to Adopt Ordinance No. 2022-11, An Ordinance of Park City Municipal Corporation Amending Volume I: Executive Summary: Policies and Objectives, Part 1 - Public Service Contracts in the Adjusted Budget for FY 2022 for Park City Municipal Corporation and its Related Agencies:

Jason Glidden, Affordable Housing Manager, stated approving this item would allow funding for the Lite Deed Restriction program. He reviewed the deed restrictions

discussed at last week's meeting. He indicated his goal was to appoint the advisory committee this month and begin the program by mid-June. He proposed a change to the budget policy that funds provided would be \$200,000 or less.

Council Member Toly asked if Glidden spoke to stakeholder groups so they were aware they might be asked to be on the advisory committee, to which Glidden affirmed. Council Member Toly asked if the committee would meet with each application that came in or meet at certain intervals. Glidden hoped they could meet online to make it more convenient.

Council Member Rubell asked if the units needed to be rented consistently. Glidden stated the policy required no more than 30 days of vacancy for rentals and owned homes. Council Member Rubell asked that the policy should not reference Vision 2020 directly. He also requested that the committee start on the low end on negotiations and adjust as necessary.

Council Member Doilney stated a change was made to require tenants/owners to live and work in Park City limits, but if the program expanded to a permanent tool, he wanted this to come back and discuss the tenants/owners being allowed to work within the school district boundaries. Council Member Toly agreed with Council Member Doilney. Council Member Gerber suggested starting the pilot program with renters working within the school district boundaries. Council Member Rubell was not okay with the City paying \$100,000 to someone living in the City and working in the County. Council Member Doilney recommended leaving the pilot as-is and then evaluate the adjustments that needed to be made when the pilot was finished.

Mayor Worel opened the public hearing.

John Greenfield expressed concerned that the City Manager was allowed to spend up to \$200,000 and thought the Council should have a say over such a large amount of money. Council Member Gerber stated the goal was to be nimble.

Mayor Worel closed the public hearing.

Council Member Doilney moved to approve Ordinance No. 2022-11, an ordinance of Park City Municipal Corporation amending Volume I: Executive Summary: Policies and Objectives, Part 1 - Public Service Contracts in the Adjusted Budget for FY 2022 for Park City Municipal Corporation and its related agencies. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

Glidden noted he would update Council on the number of applications and the amounts spent.

2. Consideration to Authorize the City Manager to Execute a Construction Agreement with Wardell Brothers Construction to Construct the Quinn's Junction Park and Ride Project, in a Form Approved by the City Attorney, Not to Exceed \$3,452,472.30:

Mayor Worel asked if Council wanted to discuss the next two items. Council Member Dickey stated he would like staff to continue working with Summit County and document their involvement, as well as get a commitment from High Valley Transit. Then talk to resort partners to determine their level of commitment. He didn't think this would be a long timeline.

Council Member Gerber asked how long the FTA grants would be held in abeyance. Shields stated the Council of Governments (COG) money would stay with the City for Transportation Capital projects. The FTA grant should have started to be used in 2021 so the City was on borrowed time. Council Member Gerber felt action needed to be taken. She felt sure the County and resorts would work with the City, but the City should move sooner than later. She wanted to vote and move forward. John Robertson stated if the contract was not awarded tonight, it would go away and then the RFP would go to bid again. Council Member Dickey was concerned that staff worked on this since 2017 and there was no commitment from the County. Council Member Doilney stated County was neutral to no. High Valley Transit was also a neutral to no because there was too much on their plate right now. The resorts had shown a willingness to work with the City when the City set the parameters. He noted UDOT and the traffic studies supported the project.

Council Member Toly thought this was the opportunity to negotiate with the resorts and didn't think they would contribute if the City began negotiations after it was built. Council Member Rubell stated the traffic study showed the intersection would fail. The assumptions were questionable because of COVID but there was explosive growth since then. The congestion would affect the residents. He didn't want to bully Summit County to get the intersection fixed. He wanted County collaboration. He supported Council Member Dickey's thoughts. He hoped to discuss this again once discussions took place with the partners. Mayor Worel summarized none of the Council wanted to kill the project, but steps were needed before consensus was met. Dias stated meetings could be set up and if commitments were made, this could come back to Council. The City would also try to keep the FTA money while this process continued.

Council Member Rubell asked to target the first meeting in July to bring this back. He asked about the pilot for Richardson Flat. Dias stated staff would work on the pilot, but he didn't know what the scale and scope would be. Council Member Doilney summarized the item would be continued in order to get support from Summit County and HVT, and start a pilot for Richardson Flat, which was the option that scored the least amount of points in

the analysis. Council Member Rubell noted the study's accuracy was being questioned, and if the assumptions were invalid then the scores were invalid. Also, the study was from Highway 40 going west and did not take into consideration the traffic coming from the east. If those drivers were included, Richardson Flat had good access. Transit could serve the lot and Park City Heights Subdivision.

Council Member Dickey clarified the request was not to get signed commitments, but to get information on what level of participation and collaboration each entity was interested in.

Council Member Gerber indicated UDOT was willing to work with the City on traffic solutions. The City should work with Summit County, but the County indicated they wanted to expand their regionality and at some point they would work with the City. She didn't have to know all the answers up front, but this decision would cost the City a lot of money. Council Member Toly noted that both sides had unknowns.

Mayor Worel opened the item for public input.

John Greenfield thought drivers exiting at Silver Creek was a big deal. The County would participate because they would have to. Also, fixing the road was Number Seven on the County's priority list and it wouldn't be in the wetlands. The resorts could be expected to help get employees and guests into town.

Bill Ciraco empathized with Council Member Doilney for wanting to get things done, but he indicated Council Member Dickey was appointed because he had been on the Snyderville Basin Planning Commission and had the ability to collaborate. The Council was trying to dismiss working with the County. There was work to do in bringing Summit County on board. He also noted there was a traffic problem in Silver Creek as well and he hoped Council would think outside the box with regard to traffic solutions.

Eric Moxam was grateful to hear the concerns from the Council members. He thought the discussion for collaboration with the County and resorts was accurate and he suggested collaborating with Wasatch County as well. He was concerned there was no talk about how the resorts would partner with this project. He suggested that Council look at all sites, including the Gordo site.

Mayor Worel closed the item for public input.

Council Member Rubell stated Council wanted to hear more as soon as staff could get the information. He also indicated he was talking about the movement from Highway 40 to the Quinn's Park and Ride. One of the mitigations from the report was not to allow the left turn, but that could not happen because there were businesses there, so that was his concern that he would want remedied.

Council Member Gerber stated there were a list of opportunities presented from UDOT that said they were happy to work with the City, this was a good idea, and they would work to make it successful, and the Council voted to walk away. Council Member Rubell noted UDOT said it would break and they would help fix it.

Council Member Doilney moved to postpone indefinitely the authorization of the City Manager to execute a construction agreement with Wardell Brothers Construction to construct the Quinn's Junction Park and Ride Project, in a form approved by the City Attorney, not to exceed \$3,452,472.30. Council Member Gerber seconded the motion.

RESULT: POSTPONED INDEFINITELY

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

3. Consideration to Authorize the City Manager to Execute Two Professional Services Agreements, in Forms Approved by the City Attorney, with Wall Consultant Group, Inc. in an amount Not to Exceed \$175,771.19 for Quinn's Junction Park & Ride Site Improvements and \$100,720.63 for the Park Avenue Bus Stop Site Improvements:

Public input was taken for this item in the previous item.

Council Member Doilney moved to postpone indefinitely the authorization of the City Manager to execute two professional services agreements, in forms approved by the City Attorney, with Wall Consultant Group, Inc. in an amount Not to Exceed \$175,771.19 for Quinn's Junction Park & Ride site improvements and \$100,720.63 for the Park Avenue Bus Stop site improvements. Council Member Gerber seconded the motion.

RESULT: POSTPONED INDEFINITELY

AYES: Council Members Dickey, Doilney, Gerber, Rubell, and Toly

VII) NEW BUSINESS

1. Discuss Revision and Replacement of PCMC Procurement Policy:

Tom Daley, Deputy City Attorney, defined the procurement procedures. For invitations to bids, the lowest bidder wins and this was used for Public Works and Building improvement projects. He noted the RSOQ could be used prior to the RFP and stated an RFP was based on more than just price. He indicated there was an approved vendor list that could be used to save time from going through the RFP process. In that case, bids would be received by approved vendors and an award given.

Council Member Toly asked if it was State law that required the City to take the lowest bid. Daley affirmed, but noted some exceptions existed to that law. Council Member Toly asked if a contractor could have a conflict if they did multiple projects for the City. Daley

stated that could be part of the selection process, but he didn't see that come up in Engineering projects. Gabe Shields indicated it was better if the same company did related contracts since they had the knowledge regarding the project.

Council Member Gerber asked if the bidder had to be responsive and then the lowest bid was looked at. Daley stated if they met the requirements, they were part of the process, and the lowest bid was accepted.

Council Member Rubell asked if the value of procurement was known for last year. Margaret Plane stated Daley knew about the contracts that came through the attorney's office, but there was not one person that dealt with all the contracts. Council Member Rubell thought there should be a discussion on hiring a procurement officer. Plane noted the Budget and Finance Departments were interested in updating procurement tracking. Council Member Rubell hoped to add a dedicated procurement staff member. Plane indicated staff recommended updating the procurement policy, teaching it to staff, and then determining if more was needed.

Council Member Rubell asked if the \$185,000 limit on Public Works projects were allowed by State statute, to which Daley affirmed and noted the amount increased yearly with the Consumer Price Index. Council Member Rubell indicated he was not comfortable with the proposed \$25,000 to \$100,000 increase. He asked if there was a forced rotation of vendors, to which Daley stated no. Council Member Gerber noted the auditor was changed after so many years. Daley stated there was no City policy on forced rotation. Council Member Rubell asked to discuss that at a future meeting.

Council Member Rubell asked if there was a vendor scorecard that was used in awarding contracts. Daley stated that was done department by department. Matt Twombly, Senior Project Manager, stated scorecard requirements were outlined based on the project. Council Member Rubell asked to discuss this further at a future meeting. He asked how impactful the local business clause was since there was discretion in the procurement awards. Daley stated the State statute had a local preference section and he thought it was five percent. Twombly clarified the five percent rule was for anything under the State amount, so the State did not have a local preference.

Council Member Rubell stated the policy referred to a best and final offer and he asked how often it was used. Daley never remembered doing a best and final offer. Council Member Rubell asked about the timeline of advertising for seven days. Daley stated more notice could be given, but the policy could not be less than State statute.

Council Member Rubell referred to the section regarding the selection committee and asked if the procurement officer ever reduced the size of the committee. Daley stated the language was from the State code, but up until now it was not formalized by the City. He noted committees were used to award the contracts. Council Member Rubell asked if it

would be beneficial to set a minimum number for the committee. Daley recommended to leave it as-is since an expert could be called in to decide or other unforeseen circumstances.

Council Member Rubell asked if there was a spend limit for the approved vendor list, to which Daley stated there was no spend limit. Shields stated if the City wanted to use a vendor from the State approved list, they would be deferred to the small purchase policy, which was \$30,000 or less for a maximum annual limit of \$100,000 per vendor. Daley didn't think the small purchase policy explanation was accurate.

Council Member Rubell asked if trial use contracts were in the State code, to which Daley affirmed. Council Member Rubell asked if there were unlimited extensions for a contract. Daley indicated the extensions were part of the exemption in the proposed policy. Staff could come back to Council if the project exceeded 10%-20% of the budget Council approved. This was narrower than what could be done in change orders. Council Member Rubell asked if there was a limit on emergency procurements, to which Daley stated no. Council Member Rubell asked if it required an emergency declaration. Daley did not know. Plane stated they would want an emergency declaration before acting. Clint McAfee, Public Utilities Manager, gave the example of fixing a broken waterline that needed immediate attention. Council Member Rubell asked why the protest officer could be the same as the procurement officer. Daley stated Council would appoint a procurement official and they would also appoint a protest officer, so they could be different.

Council Member Dickey asked for a change table when the policy came back so Council could see the differences. He referred to the proposed change from \$25,000 to \$100,000 increase and asked how many contracts between \$25,000 and \$100,000 came to Council and were rejected or edited.

Mayor Worel referred to the selection committees and asked if community members were ever used. Daley stated the requirements were knowledge of the matter, so he thought community members could be used. McAfee stated he had used Sewer District staff on selection committees for consultants.

Mayor Worel opened the item for public input. No comments were given. Mayor Worel closed the item for public input.

VIII) ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder

Quinn's Junction Park & Ride



Quinn's Junction Park & Ride

Overview

- 2016: Increase to Sales Tax
- **Aug 2019: Fatal Flaw Analysis Completed**
- **Jun 2020: FTA approves the Categorical Exclusion Env. Document.**
- **Feb 2021: Traffic Impact Study completed**
- Nov 2021: Final Design completed
- Jan 2022: Advertised for construction
- Mar 2022: Bids Opened
- Mar 2022: Council Award Mtg – Award pushed to a future date

Quinn's Junction Park & Ride

Overview Cont.

- Phase 1:
 - Capital \$5.2M
 - 2017-2022
 - Site Evaluation
 - Design
 - Utility Relocation
 - Right-of-Way
 - Parking Lot
 - Lighting
 - Landscape and Beautification
 - Bus and Vehicle Chargers
- Phase 2:
 - Capital \$1.8M
 - 2023-2024
 - Design
 - Bus shelters
 - Maintenance Building
 - Public Restrooms
 - End of Line Driver Facilities

Quinn's Junction Park & Ride

Agency Involvement

PCMC, UDOT & County

- Participated in consultant selection to prepare Fatal Flaws Analysis
- Assisted in the preparation and review of the FFA, TIS, and Plan Reviews

Summit County

- Requested two additional analysis be prepared during the TIS to further evaluate impacts to County intersections

UDOT

- Approved & installed shoulder running bus lane into Park City
- Executed a Construction/Maintenance Agreement for the property
- Relocated "No Access Line" to allow for the installation of the park and ride

Quinn's Junction Park & Ride

Fatal Flaw Analysis

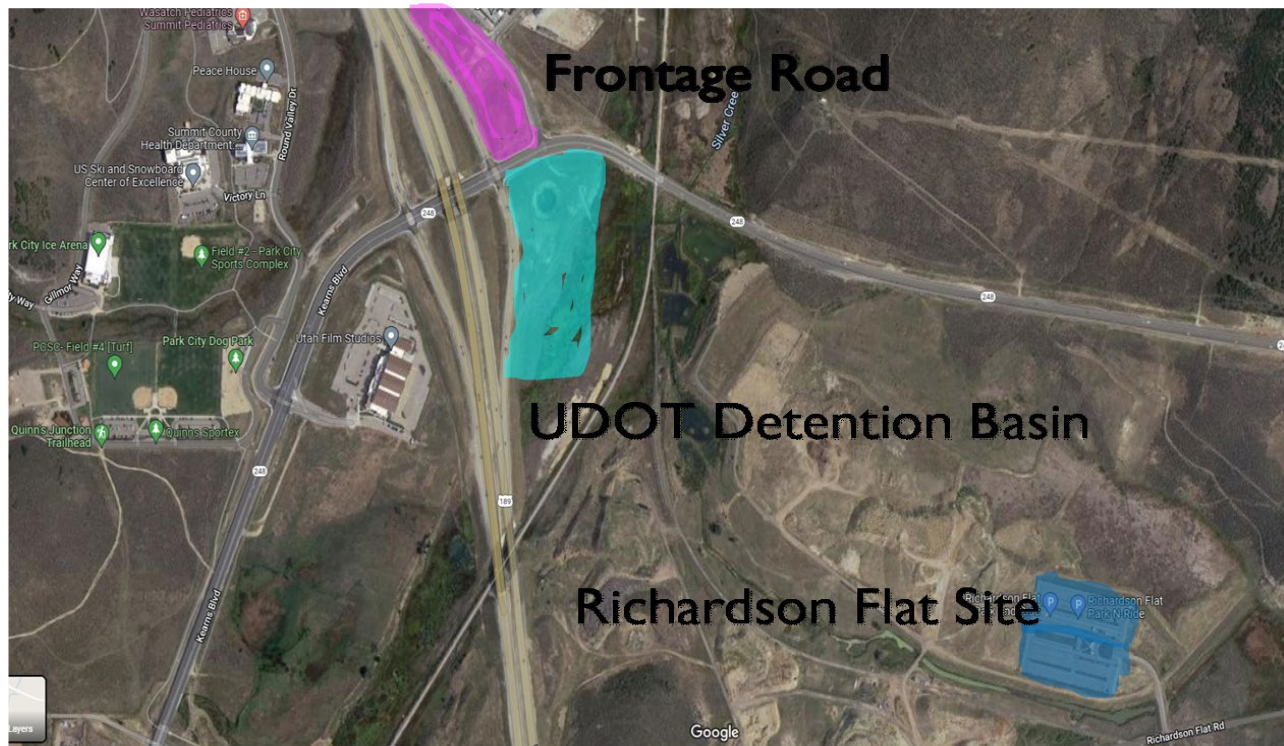
- 2016 – Increase to sales tax rate for transportation related projects
 - Park & Ride at Ecker Hill – Summit County
 - Park & Ride in the Quinn's Junction Area – PCMC
- PCMC, UDOT, & Summit County
 - Obtained consultant to prepare Fatal Flaw Analysis
 - Established Performance Criteria & Top Three priorities
 - Safety & Security
 - Accessibility
 - Connectivity

Quinn's Junction Park & Ride

Fatal Flaw Analysis

Three Sites Selected Site Criteria

- Ownership control
- Current land use
- Distance to US40/SR248
- Future land use plans



Quinn's Junction Park & Ride

Fatal Flaw Analysis

	Note		QUINN'S JUNCTION SITE EVALUATION MATRIX					
	Rank: Good = 3 Points, Fair = 2 Points, Poor = 1 Point							
	*Weighted Points Multiplier is derived from the Performance Criteria Matrix; Top Prioritys receives a double multiplier; Medium Prioritys receive a 1.5 multiplier and Low		Richardson Flat Park and Ride		UDOT Detention		Frontage Road Parcel (Old Highway 40)	
Results from the Performance Criteria Matrix	Performance Criteria Matrix Categories	Weighted* Points Multiplier	Rank	(Weighted Points Multiplier)* (Rank Points)	Rank	(Weighted Points Multiplier)* (Rank Points)	Rank	(Weighted Points Multiplier)* (Rank Points)
Top Priority	Connectivity (trail, road, transit)	2	Poor	2	Good	6	Good	6
	Safety and Security	2	Poor	2	Fair	4	Good	6
	Accessibility and Visibility	2	Poor	2	Good	6	Good	6
Medium Priority	Utility Access (amenities)	1.5	Poor	1.5	Fair	3	Fair	3
	Sustainability	1.5	Poor	1.5	Good	4.5	Good	4.5
	Aesthetics (architecture, landscaping gateway, way finding, welcome center)	1.5	Poor	1.5	Good	4.5	Good	4.5
Low Priority	Cost	1	Fair	2	N/A	0	Good	3
	Size (parking and stall count)	1	Good	3	Poor	1	Fair	2
	Environmental Impacts	1	Poor	1	Fair	2	Good	3
	Public (perception, acceptance)	1	Poor	1	Good	3	Good	3
Total Score				17.5		34		41

Quinn's Junction Park & Ride

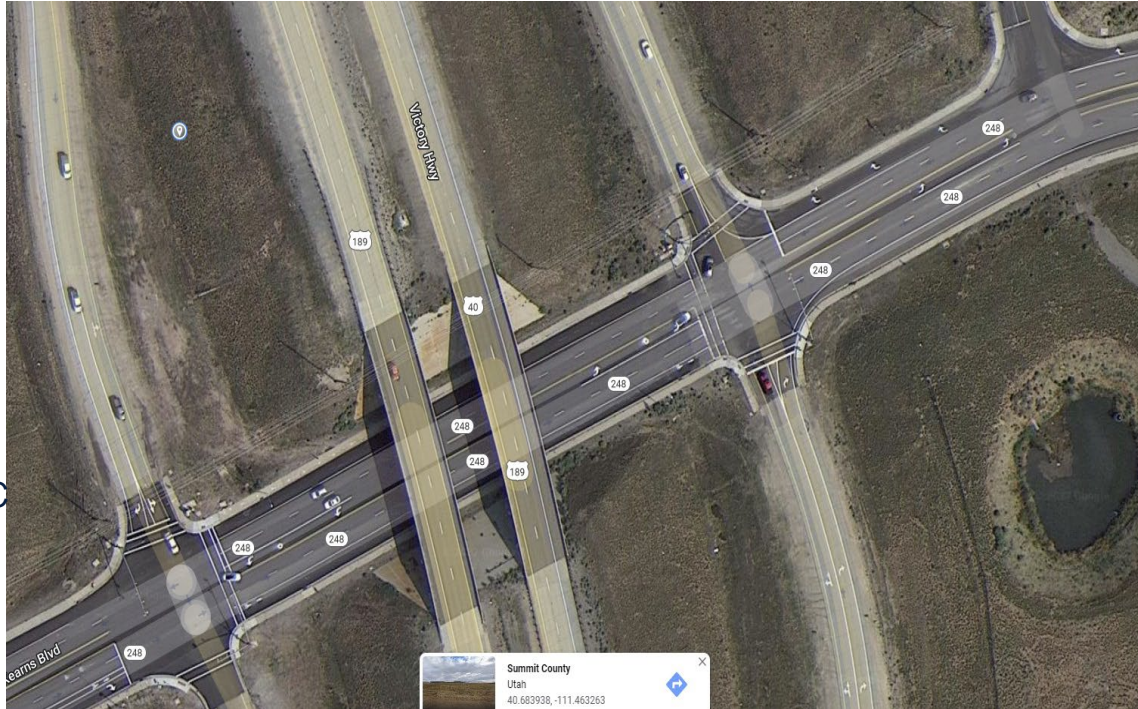
Fatal Flaw Analysis

- Richardson Flat Challenges
 - Farthest from the US40/SR248 Interchange
 - Privately Owned (City in 99 yr lease agreement)
 - Owner is entwined with ongoing dispute in annexation matters
 - Contamination of soils makes additional improvements challenging
 - End of line services such as restrooms, driver amenities
 - Bus chargers
- UDOT Basin Challenges
 - Considerable wetlands mitigation requirements

Quinn's Junction Park & Ride

Fatal Flaw Analysis

- Frontage Road Concerns
 - Potential Impacts to the Interchange Signalized Intersections due to the queuing from the Old 40 / SR 248 Intersection during peak times
 - UDOT Ownership - Construction/Maintenance Agreement



Quinn's Junction Park & Ride

Traffic Impact Study

- Traffic volumes and design day selection
- Trip generation and assignment from north and south
- Evaluated existing, 2021, and 2026 traffic
- Scenarios evaluated
 - Baseline
 - Increased Utilization
 - Increased Growth

Quinn's Junction Park & Ride

Traffic Impact Study

Baseline condition – 2% growth, utilization matching Ecker Hill

Table 1. AM LOS and Average Delay Results

Intersection	Control	2020 Existing Conditions	Opening Year (2021)		Design Year (2026)	
			Background	Plus Project	Background	Plus Project
SB On-Ramp/Off-Ramp & Kearns Blvd	Signal	B (11)	B (11)	B (11)	B (12)	B (12)
NB On-Ramp/Off-Ramp & Kearns Blvd	Signal	C (22)	C (23)	C (23)	C (26)	C (26)
Kearns Blvd & Old Hwy 40	Stop	D (33)	D (34)	E (48)	E (42)	F (61)

Table 2. PM LOS and Average Delay Results

Intersection	Control	2020 Existing Conditions	Opening Year (2021)		Design Year (2026)	
			Background	Plus Project	Background	Plus Project
SB On-Ramp/Off-Ramp & Kearns Blvd	Signal	C (26)	C (27)	D (37)	D (36)	D (54)
NB On-Ramp/Off-Ramp & Kearns Blvd	Signal	B (12)	B (12)	B (14)	B (13)	B (16)
Kearns Blvd & Old Hwy 40	Stop	E (43)	E (48)	F (58)	F (75)	F (93)

Quinn's Junction Park & Ride

Traffic Impact Study

Sensitivity Analysis 2 – Mixed Use Development at Silver Creek

Table 3. AM LOS and Average Delay Results with Silver Creek Traffic

Intersection	Control	Design Year (2026)		
		Background	Background + Silver King Growth	Plus Project
SB On-Ramp/Off-Ramp & Kearns Blvd	Signal	B (12)	B (12)	B (13)
NB On-Ramp/Off-Ramp & Kearns Blvd	Signal	C (26)	C (31)	C (32)
Kearns Blvd & Old Hwy 40	Stop	E (42)	F (226)	F (>500)

Table 4. PM LOS and Average Delay Results with Silver Creek Traffic

Intersection	Control	Design Year (2026)		
		Background	Background + Silver King Growth	Plus Project
SB On-Ramp/Off-Ramp & Kearns Blvd	Signal	D (36)	E (58)	F (94)
NB On-Ramp/Off-Ramp & Kearns Blvd	Signal	B (13)	D (39)	D (52)
Kearns Blvd & Old Hwy 40	Stop	F (75)	F (>500)	F (>500)

Quinn's Junction Park & Ride

Traffic Impact Study

- Conceptual design for emerging intersections
- Geometric and operational upgrades
- Ongoing coordination and discussion with UDOT



Quinn's Junction Park & Ride

Traffic Impact Study

- Traffic volumes grow dramatically in the study period
- SR-248 & Old 40 Intersection has two issues
 - Failure caused by delay to SB-LT
 - Fails with or without project construction
 - Solution to solve delay is signalization
 - Signalization provides opportunities for queuing
- Solutions development at SR-248 and US-40 Interchange

Quinn's Junction Park & Ride

Budget

Project Revenue & Budget	Amount	Funding Source
Grant 2018 - 5311 Capital	\$ 2,569,880.00	FTA
Grant 2019 - 5311 Capital	\$ 1,281,052.00	FTA
Summit County Transportation Grant	\$ 405,000.00	COG 3 rd QTR TRANS TAX
Transportation Fund/Transit Sales Tax	\$ 962,733.00	PCMC
Total Revenue	\$ 5,218,665.00	
Project Costs	Planned	Actual Cost to Date
Prelim Eng/Studies/Construction Documents	\$ 498,714.00	\$ 429,381.00
Fiber optic relocations	\$ 126,183.00	\$ 126,183.00
Project Management Services	\$ 40,293.00	\$ 29,599.00
Construction Management	\$ 178,000.00	
Construction & Contingency	\$ 4,375,000.00	
Phase 2 Design and Construction	\$ 1,800,000.00	
Total Project Capital Costs	\$ 7,018,190.00	\$ 585,792.00
Operating Costs	Annual Cost	
Maintenance	\$105,000	
20/30 Minute Transit Service	\$1,800,000 - \$2,500,000	
Total Annual Operating Costs	\$1,905,000 - \$2,605,000	

Quinn's Junction Park & Ride

Transit Service

- \$1.8M-\$2.5M Annually
- 20 min service in Peak and 30 minute service in non-peak
- Contingent upon Short Range Transit Plan recommendations and partnership with both resorts

Richardson Flat's Pilot Considerations

- Stand up a transit service in November/December 2022 through end of ski season (6-months).
- Two express routes – one to Park City Mountain and one to Deer Valley including important stops such as PC Heights, Park Ave. and Old Town Transit Center. May also include stop at high school to pick up overflow parkers.
- Collaborate with resorts to create time schedule for successful workforce transit service
- We have not done a full financial analysis for Richardson Flat Pilot, but we estimate costs will be very similar to Quinn's for both transit and fixed operational costs.

Live Local Park City “Lite” Deed Restrictions

May 5, 2022



Recommendation

- Receive a briefing, take public input, and adopt Ordinance No. 2022-11 and Amendments to Chapter 6 of the Budget Policy to fund the Live Local Park City – Lite Deed Restriction pilot program.
- **Proposed Funding**
 - Funding must come from a source that does not have affordability restrictions.
 - Staff proposes to allocate \$1,000,000 from sales of assets.

Lite Deed Restrictions Background

- Other communities, such as Breckenridge and Vail have been successful with a similar program.
- The program would make cash payments available to property owners to place a deed restriction on their property.
- The deed restriction would restrict properties to occupancy to “full-time” residents, meaning they work 30 hours per week within City limits
 - Could also be a long-term renter (greater than 6 months)
 - Or a retiree with two years work experience prior to retirement
 - Units could not be vacant more than 30 consecutive days without permission from the City.
- Deed restriction language would mirror the City’s typical template, with changed criteria to reflect no income, net worth, or household size requirements, and would exist in perpetuity.

Benefits of the Program

As other municipalities have demonstrated, this program can help to incentivize full-time residency and increase long term rental opportunities by:

- Allowing for a mixed approach to deed restrictions in Park City, with this program not having income or appreciation caps, will create a more comprehensive deed restriction program that helps various socioeconomic classes in Park City.
- Creating a more vibrant community that has more full-time residents and fewer empty units throughout town
- Lowering traffic levels - more people living in town, less driving
- Helping with employee recruitment – provides workforce housing options
- Decreasing worker turnover- when employees are not worried about housing, they are more likely to stay in the position longer.

Users of the Program

- **Existing Homeowners-** can apply to have a deed restriction placed on their property, which could be used to remodel or make repairs as a form of equity.
- **Future Homeowners-** can be used as a form of down payment assistance.
- **Property Investors-** because long-term rentals are allowed, investors could use this funding to make workforce housing pencil.
- **Local Employers-** could be used to buy employee housing for certain companies, which would help with recruitment and worker retention.
- **Retirees-** seniors could use this funding to make improvements, and to protect their home and community, or to downsize

Advisory Committee

- To speed up decision timelines, Council approved a resolution to create an Advisory Committee that would recommend action to the City Manager for approval.
- The committee shall have five (5) members, appointed by the Mayor with the advice and consent of the City Council
- Term of one (1) year, for the duration of the pilot program. Terms will be reconsidered after the pilot program.
- The Advisory Committee will make recommendations to the City Manager.
- The City Manager will be authorize to approve purchases up to \$200,000 in value, purchases above this will be reviewed by the City Council
- The Advisory Committee could include representatives of the following community stakeholders:
 - Mountainlands Community Housing Trust
 - Habitat for Humanity
 - Board of Realtors
 - A local lending/ banking professional
 - An appointed Council member

Proposed Next Steps

- Approve Budget Ordinance for program funding on May 5th
- Appointment of Advisory Committee on May 26th
- Marketing the program would begin on June 1st
 - City's Website
 - Social Media
 - Local Radio/Newspaper
 - Park City Board of Realtors
 - Property Management Companies
- The pilot program would tentatively be scheduled to start accepting applications on June 15th.

Proposed Amendment

CHAPTER 6 - OTHER POLICIES

PART VI – Live Park City – Lite Deed Restriction Program

The City Council may appropriate funds dedicated to the purchase of deed restrictions for housing vitality and preservation within the City limits of Park City. The Live Park City housing program purchases deed restrictions that require owner occupancy or long-term rental of the property. The disbursement of funds will be administered by the City Manager and based on the recommendation of an Advisory Board created by City Council and following program criteria established by the Housing Department and adopted by City Council. The Advisory Board has the authority to award recommendations and to enter and negotiate individual deed restrictions, subject to approval by the City Manager provided the funds being provided are \$200,000 or less. If the home funds in an application exceeds \$200,000, the authority to approve a deed restriction and delegate funds is subject to City Council approval.

Recommendation

- Receive a briefing, take public input, and adopt Ordinance No. 2022-11 and Amendments to Chapter 6 of the Budget Policy to fund the Live Local Park City – Lite Deed Restriction pilot program.
- **Proposed Funding**
 - Funding must come from a source that does not have affordability restrictions.
 - Staff proposes to allocate \$1,000,000 from sales of assets.



Procurement Rules

Types of Standard Procurement Procedures

PARK CITY

1881

—PROCUREMENT PROCEDURE—

The “standard procurement procedures” defined by state code are:

- invitation for bids;
- requests for proposal (RFP);
- approved vendor list;
- small purchase process; and
- design professional procurement process.

INVITATION FOR BIDS

- Used when:
 - Easily defined Procurement Item
 - PCMC is looking for the lowest price
 - Building Improvement and Public Works projects
- Processing of Bids:
 - Sealed until deadline for submission
 - Procurement Official can allow changes to bids in limited circumstances
- Evaluation of Bids:
 - Use objective criteria that appeared in the invitation
 - Seek to achieve the greatest long-term value to PCMC

INVITATION FOR BIDS

- PCMC may initially use the Request for Statement of Qualifications (RSOQ) process:
 - Used to obtain information about potential vendors before using Invitation for Bids procedure
 - RSOQ must include:
 - a statement that participation in the Invitation for Bids procedure is limited to qualified vendors; and
 - the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that will be used to identify qualified vendors.

Request for Proposals (RFP)

USED WHEN

- Procurement Item is not easily defined
- The contract award is based on more than price



Request for Proposals

PROCESSING PROPOSALS

- Cannot open until the deadline for submittal
- Cannot disclose to public or other proposers except under GRAMA
- Procurement Official can allow changes in limited circumstances
- PCMC can discuss with proposer to determine if “responsible” and “responsive”



Request for Proposals

EVALUATION OF PROPOSALS

- Procurement Official appoints committee of 3 people
- Fair and competitive process and avoids appearance of impropriety
- Use process described in the RFP
- Can use expert or consultant to help evaluate
- Committee can meet in private
- Cost not discussed in evaluation unless allowed by the Procurement Official
- Committee recommends an award of contract containing the score given to the proposal and an explanation of how the recommended proposal provides the best value to PCMC.

Request for Proposals

PCMC may initially use Request for Statement of Qualifications (RSOQ) process:

- Used to obtain information about potential vendors before using RFP procedure
- RSOQ must include:
 - a statement that participation in the RFP is limited to qualified vendors; and
 - the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that will be used to identify qualified vendors.

—APPROVED VENDOR LISTS—

Used when:

- PCMC needs specific Procurement Items or generally described Procurement Items in the future.
- After list is created, PCMC uses a standard procurement procedure to select a vendor from the list.



—APPROVED VENDOR LISTS—

Creation of List:

- Use Request for Statement of Qualifications (RSOQ) process:
 - a general description of the Procurement Item, type of project, process PCMC will use to acquire the Procurement Item, or type of vendor PCMC is seeking;
 - the minimum mandatory requirements, evaluation criteria, and applicable score thresholds that vendors are required to meet;
 - a statement that only Responsive, Responsible vendors which meet the above score thresholds will be included on the Approved Vendor List;
 - a statement that only approved vendors will be able to participate in the Procurements described in the RSOQ;
 - a statement indicating whether PCMC will use a performance rating system for evaluating the performance of vendors on the Approved Vendor List;
 - a deadline by which the vendor must submit a Statement of Qualifications; and a statement that the vendor must submit updated qualifications every 18 months, at a minimum, to be retained on the Approved Vendor List.

—APPROVED VENDOR LISTS—

Selection of Vendors:

- Procurement Official appoints committee
- Committee scores each SOQ using criteria in the RSOQ
- Procurement Official makes final determination based on committee's recommendation of which vendors to include on an Approved Vendor List