PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
MAY 3, 2007

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the approximate times as described below on Thursday, May 3, 2007.

Closed session – City Council Chambers
2:00 p.m. Personnel

Work Session – City Council Chambers
2:30 p.m. Council questions/comments
2:45 p.m. Sustainability Team FY 2008 Work Plan
3:15 p.m. Quarterly goal status report update
4:15 p.m. Recreation needs assessment
4:50 p.m. Introduction of budget
5:50 p.m. Break

Regular Meeting – City Council Chambers
6:00 p.m.

I ROLL CALL

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

III PUBLIC INPUT *(any matter of City business not scheduled on agenda)*

IV WORK SESSION NOTES AND MINUTES OF MEETINGS OF MARCH 22, 2007 AND APRIL 19, 2007

V CONSENT AGENDA PUBLIC HEARINGS *(items listed will be open for public hearing prior to consideration for adoption or rejection; hearings may also be continued by vote of the Council)*

Consideration of awarding an Economic Development Grant to the Park Silly Sunday Market in the amount of $7,000

VI CONSENT AGENDA *(items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon under "Additional Discussion – Agenda Items")*

1. Award of an Economic Development Grant to the Park Silly Sunday Market in the amount of $7,000

2. Resolution extending the Park City Heights annexation task force

3. Resolution designating May 28 - June 2, 2007 as Summit County Weed Week in Park City, Utah

VII ADDITIONAL DISCUSSION – AGENDA ITEMS

VIII ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted.

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting.

Posted: 04/16/07
See: www.parkcity.org

Note: This future meeting schedule is TENTATIVE and subject to change.
PARK CITY COUNCIL TENTATIVE MEETING SCHEDULE

May 2007

9 ***Joint meeting with Planning Commission***

- Historic District
- Vertical zoning

Delivery and loading zones

10 Joint venture program update – Bob Kollar
Snowcreek housing alternatives
Arbor Day Proclamation (May 19)
Resolution declaring the week of May 13 – May 20, 2007 as Bike to Work Week in Park City, Utah
Police Week
Resolution designating May 28-June 2, 2007 as National Invasive Weed Awareness Week

17 **Roger gone**
Closed session
Pavement management program - PE
Budget – work
Main Street short term parking and deliveries (20 min)
Green building policy – resolution
Recreation joint facility use agreement
Ordinance – 1287 Empire Avenue lot line adjustment – KC
Ordinance – 528 Main Street plat amendment - KW

24 **Roger gone**
Budget - work
Emergency preparedness – work
Ordinance - Municipal Code Title 3, Chapter 3, Campaign Disclosure Amendment - CL
Continuation Ordinance approving the Roundabout Subdivision, 300 Deer Valley Loop
Continuation of an Ordinance approving the 621 Woodside Avenue plat amendment - KW
MOU between Park City and Summit County for Animal Control Services – LE
Election services agreement with Summit County - CL

31 Closed session
Budget
SLC/Park City bus service – 30 min – work - KC
Transportation Strategic Plan Annual Report – work – KC
Ordinance – 2036 Prospector Ave condo conversion – KC
Ordinance – 260 Main Street plat amendment - KC

June 2007

7 Budget
14 Budget
21
28 Closed session

July 2007

5
12
19 Closed session
26 **No meeting**

August 2007

2
9
16 **No meeting**
23
30 Closed session

September 2007

6
13
20
27 Closed session

Pending Items:

Solid waste strategic plan
Market analysis – Phases 1 and 2
Trails master plan – work
BID (business improvement district – solid waste)
Naming rights contract
General Plan - Park/Bonanza
Electronic voting
Noise/outdoor decks
Air quality discussion
Resort cities/transit tax – 01/08

Tentative "no meeting" dates:

October 18
November
December 27

City Council
Staff Report

Sustainability Team

Author:	**Phyllis Robinson, on behalf of Sustainability Team**
Subject:	**FY 2008 Work Plan**
Date:	**May 3, 2007**
Type of Item:	**Informational**

Summary Recommendations: Staff recommends that Council review and adopts the proposed Sustainability Team Work Plan.

Description:
Topic:

Background:
During the 2006 Council Visioning Session, Council adopted an integrated vision of sustainability that recognized the interdependence of the environment, economy and community. In November 2006 staff resources were re-aligned into two self managed teams consisting of Sustainability Vision and Sustainability Implementation to more fully align the City organization with the Council goals.

Sustainability Vision Team: The Vision Team consists of Myles Rademan, Public Affairs Director; Patrick Putt, Planning Director; Alison Butz, Project Manager (contract employee) and Phyllis Robinson, Project Manager (contract employee). The primary focus of this team is the integration of Council adopted strategic plans into a long term vision that can be shared with and shaped by the community and eventually incorporated as the City's General Plan by the City Council.

Sustainability Implementation Team: The Implementation Team consists of Jon Weidenhamer, Economic Development and Special Project Coordinator; Max Paap, Special Events Manager; Matt Twombly, Parks Planner; and Dave Gustafson, Capital Projects (contract employee). This team integrates with the Visioning Team and is responsible for implementing special event, economic development, trails and capital projects.

Analysis:
The Vision and Implementation Teams developed a collaborative work plan for the last quarter of FY 2007 and all of FY 2008 (July 1, 2007 – June 30, 2008). A large number of Council goals are reflected in the work plan and it represents staff's tracking tool of the project status. The work plan is designed to advance Council Goals identified at the January 2007 Council Visioning session. It includes existing and anticipated projects and identifies the assigned staff resources to ensure team and project accountability. The work plan also provides Council with anticipated time frame for completion. The work plan will be revised quarterly with the latest timelines and information. It is attached to this staff report as Attachment A. Please note that high priority projects are identified.

Top Priority Projects
The following projects were identified as Top Priority by the Sustainability Team based upon Council goals and direction:

GOAL 2: PRESERVATION OF COMMUNITY CHARACTER	
Project	**Anticipated Completion**
Subdivision/Steep Slope Code Revisions	June 30, 2007
Vertical Zoning Analysis	May 30, 2007 (completion date subject to change based upon direction at May 9th Joint Session)
Park City Heights Task Force Completion (Planning Support for Pending Application)	June 30, 2007
Park City Heights Annexation Support to (Planning Support for Pending Application)	September 15, 2007
Historic District Guideline Revisions	December 31, 2007 (completion date subject to change based upon direction at May 9th Joint Session)
Snowcreek Affordable Housing	Targeted Construction Timeline: October 2007 – September 2008
Park Avenue/Holiday Ranch Fire Station	Finalize Sale/Land Transfer with PCFSD June 22, 2007
Housing Status Report and Fee In Lieu Update	June 21, 2007
Green Policy for Capital Projects	May 17, 2007 (formal policy adoption)
Adoption of Environmental Action Plan	June 7, 2007
Rocky Mountain Alternative Energy Grant	September 30, 2007
Senior Service Needs Assessment Task Force	July 15, 2007
Long Range Community Sustainability Plan	December 2008
Community Process Design for Long Range Plan	November 2007
GOAL 4: WORLD CLASS MULTI-SEASONAL RESORT COMMUNITY	
Shell Space	April 2008
Phase 1: Acquisition Options and Strategies for Main Street Post Office	September 1, 2007
Adoption of Park/Bonanza Neighborhood Plan	June 21, 2007
GOAL 5: RECREATION, OPEN SPACE AND TRAILS	
Walkability Implementation Phase I	Ongoing FY 2008
GOAL 7: OPEN AND RESPONSIVE GOVERNMENT	
Police Facility Completion and Move-In	September 30, 2007
Marsac Remodel	May 1, 2009

Council Discussion

(1) The Top Priority list reflects current Council Goals and prior Council direction on specific projects. Some of the projects, such as the Police Facility, are multi-year capital projects that are already under development. Other projects, such as the Shell Space and the Marsac Remodel, are intertwined in that the successful completion of the Marsac remodel requires that the Shell Space be completed as a first step in that process. *Does Council concur with Staff's work plan and does it accurately reflect Top Priority projects?*

(2) The proposed work plan for the Sustainability Team is significantly greater than the Top Priority projects outlined above. *Does Council concur with the overall work plan identified by staff? Are there projects missing or timelines that should be altered? If there are additional projects that Council wishes to add, what is Council's priority for that project compared to the proposed work plan for the Sustainability Team?* If Council wishes to increase priorities or expedite timelines, high priority projects will need to be adjusted and/or additional resources added.

Department Review:
This staff report has been reviewed by the City Attorney, City Manager and Sustainability Team.

Significant Impacts:
The Sustainability Team work plan represents is a significant staff commitment to the goal of balancing the interrelated issues of community, economy and environment on a daily basis. Substantial staff time has been invested in the identification and prioritization of projects and coordination among the team and other city departments. If priorities are adjusted or timelines expedited, high priority projects will need to be adjusted and/or additional resources added. This could delay the project time lines outlined in Attachment A.

Alternatives:

A. Direct staff to proceed with implementing the proposed Sustainability Team Work Plan. **This is Staff's recommendation.**

B. Direct Staff to proceed with an amended work plan that includes revised time lines, deferrals or deletion of proposed time lines.

C. Continue the item and request staff to return with additional information prior to giving Council direction on the Sustainability team work plan.

Recommendation: Staff recommends that Council review and adopts the proposed Sustainability Team Work Plan.

ATTACHMENT A: Sustainability Team Projects and Tasks

Sustainability Team Projects and Tasks

Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
GOAL 1. QUALITY WATER					
GOAL 2. PRESERVATION OF COMMUNITY CHARACTER					
Code Revisions				**Jon**	
Subdivision/Steep Slope	Pat	Jon, Brooks, Pat		April - June	June 30, 2007
Vertical Zoning Analysis	Jon	Brooks	May 9 Joint Session for Direction	April - June	5/31 or 12/2007
Noise	Jon	Jon, Brooks, Pat			TBD
Tents/Temporary Improvements	Jon	Jon, Brooks, Pat			TBD
Park City Heights				**Pat**	**September 15, 2007**
Completion of Task Force Discussion	Pat	Phyllis, Brooks, Eric, Ron, Mark	Completion of Task Force Objectives including Affordable Housing Plan & Community Economy Review	March - June	June 30, 2007
Annexation	PTBN	Phyllis, Pat, Brooks, Eric, Ron, Mark	includes Planning Commision review and recommendation to Council on Development Agreement	May - September	September 15, 2007
Historic District Guideline Revisions				**Pat**	**December 31, 2007**
Planning Commission LMC	Pat	Pat, Legal	Training on Tools	April	April 25, 2007
Historic Architectural Overview	Pat	Alison, Phyllis	May 9 Joint Session for Direction	April - May	May 9, 2007
RFP	Pat	TBD	Timeframe and process depends upon joint session recommendation. Date may be amended to reflect direction.	April - May	May 15, 2007
RFP Review Committee/ Recommendation	Pat	TBD	Timeframe and process depends upon joint session recommendation. Date may be amended to reflect direction.	June	June 30, 2007
Award of RFP	Pat	TBD	Timeframe and process depends upon joint session recommendation. Date may be amended to reflect direction.	June - July	July 15, 2007

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Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
Historic District Stakeholders Group	Pat	TBD	Timeframe and process depends upon joint session recommendation. Date may be amended to reflect direction. Includes research preservation mechanisms (funding, etc.)	July - October	November 15, 2007
Guidelines Adopted	Pat	TBD	Timeframe and process depends upon joint session recommendation. Date may be amended to reflect direction.	October - December	December 31, 2007
Snowcreek Affordable Housing				**Phyllis**	**November, 2008**
RFP	Phyllis	Dave, Alison, Pat and TBNs	Pending council direction on May 10	March - June	June 15, 2007
Pre-MPD Hearing	Phyllis			May -June	June 15, 2007
Site Evaluations	Phyllis	Dave, Matt, Jon, Eric	Wetland, geo-tech, topo	March - August	August 15, 2007
Subdivision/MPD Application	Phyllis			June - July, 2007	July 31, 2007
Research Funding Options	Phyllis		Enterprise Community Green Building Grant and others	April - July	July 31, 2007
Contract Award	Phyllis	Legal		June - July	July 15, 2007
CUP Application	Developer	Phyllis	Developer to file CUP application	June - September	September 15, 2007
Site Prep	Developer	Phyllis	Initiation of clearing & grubbing and other site work	October - November	November 15, 2007
Construction				March 2008 - September 2008	September 1, 2008
Park Avenue Fire Station Affordable Housing				**Phyllis**	**April, 2009**
Finalize Sale	Tom	Jon, Phyllis, Eric	Easements, Plat recordation, station lease and closing	March - June	June 22, 2007

Sustainability Team Projects and Tasks

Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
RFP	Phyllis	Dave, Alison, Pat and TBNs	Pending council direction on May 10	March - June	June 15, 2007
Pre-MPD Hearing	Phyllis		Density, Type of Housing, Entitlements, Subdivison	June - July	July 31, 2007
Subdivision/MPD Application	Phyllis			July - August	October 1, 2007
Research Funding Options	Phyllis		Enterprise Community Green Building Grant and others	April - July	July 31, 2007
Contract Award	Phyllis	Legal		September	October 15, 2007
CUP Application	Developer	Phyllis		June - September	September 15, 2007
Construction	Developer	Phyllis		March 2008 - September 2008	September 1, 2008
Integration Affordable Housing Requirements				**Phyllis**	**On-Going**
Coordination the fulfillment of obligations	Phyllis		Selection process, review of resale restriction policies		June 30, 2007
Housing Status Report and Fee In Lieu Update	Phyllis		Council update with joint PC Meeting		June 21, 2007
Review and Facilitation of Private Partnerships	Phyllis		Development/partnership strategies	August - October	On-Going
Monitoring of Agreements	Phyllis		Silver Star, Park City Heights, Park City Heights, IHC, Wilburn West, Rothwell		On-Going
Environmental Initiatives				**Alison**	**On-Going**
Green Policy for Capital	Alison	Jon, Dave	Adoption of policy by Council (2 of 31)	April - May	May 17, 2007
Adoption of Action Plan	Alison	Pat, Jeff, Kent, Eric, Kathy, Jon	Present liaison prior to Council Meeting (Dana and Marianne) 31 actions if adopted	March - April	June 7, 2007
Rocky Mountain Alternate Energy Grant	Alison	Pat, Jeff, Kent, Eric, Kathy, Dave, Jon	RFP or RFQ through identification of projects - Issue RFQ May 15	April - August	September 30, 2007
Building Efficiency Analysis	Alison	Phyllis, Dave, Mike	RFQ, building walkthrough issue RFQ May 15	April - December	December 31, 2007

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Wasatch Back Environmental Alliance Membership		Alison, Pat	Attend Steering Committee meetings		On-Going
Wind Turbine at Quinns	Alison	Pat, Kirsten, Matt	Identify new location, monitor code changes required, identify use grant money	June - September	June 1, 2008
EPA Green Communities Press Release	Alison	Renae	April 16, 2007	April	**COMPLETE**
Website Information	Alison	Pat, Jeff, Kent, Eric, Kathy, IT, Renae, Jenn	Keep City website up to date on programs	March - June	On-Going
Recycling Containers/Main Street	Alison	Max, Jon, Jerry		TBD	TBD
Sustainability Week Resolution	Alison		April 5, 2007	March	**COMPLETE**
ICLEI	Alison		Apply and become member	April - May	May 30, 2007
CO2 Analysis	Alison		Based upon approval of action plan (1 of 31)	TBD	TBD
Determine a cost recovery period for investment of upgrades	Alison	Pace, Mike, Dave, Jon	Adoption of policy by Council (3 of 31)	TBD	TBD
Monitor City Programs for Liaison Updates	Alison	Pat, Jeff, Kent, Eric, Kathy		March - April	On-Going
Ridgeview Mailbox				**Alison**	**April 10, 2007**
Discussion with Post Office	Alison		Report findings to Tom	March - April	April 10, 2007
Newsracks				**Alison**	**TBD**
Completion of Painting	Matt	Alison, Dave, Jed		TBD	
Completion of Reinstallation of Publications	Alison	Jed, Matt		March - April	April 15, 2007
Elder Service Needs Assessment				**TBD**	**TBD**

Sustainability Team Projects and Tasks

Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
Community SubCommittee		Alison, Phyllis	Facilitate creation of task force and outline of scope of work and tasks	May - July	July 15, 2007
Work Plan for Regional Approach		Alison, Phyllis	Assessment of Senior Center Programming and work products from SubCommittee	TBD	TBD
Underground Utilities				**Dave**	**TBD**
Park Avenue	Dave		awaiting neighborhood action	TBD	TBD
Prospect Avenue	Dave	Seth	neighborhood determined it does not want to pursue at this time	TBD	TBD
Museum Expansion				**Jon**	**December 31, 2008**
Council Direction to Proceed	Jon	Alison		March	March 30, 2007
Lease Addendum for New Space	Jon	Alison		May - July	July 31, 2007
Monitor of Approval Process and Construction as owner				April - December 2008	December 31, 2008
Event Management				**Max**	**On-going**
Application Processing	Max	Staff Review Team			On-Going
MOU Monitoring	Max	Alison, Legal	Triple Crown, Sundance including verification of ZAP tax money, Arts Festival		On-Going
Webpage	Max	Jennifer			On-Going
Leadership Park City				**Myles**	**On-going**
Faciliation of Program	Myles	ReNae			On-going
Leadership 101	Myles	ReNae		November 2007 - February 2008	February, 2008
Community Liaison				**Myles**	**On-going**
HMBA, Chamber of Commerce, Ski Utah	Myles	RITM	Deliver messages to and from City Hall		On-Going
FAM Tours	Myles	ReNae		September - November	November 30, 2007
Affordable Housing Element - General Plan				**Pat**	**November, 2007**

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Sustainability Team Projects and Tasks

Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
Update Element	Pat	Phyllis, PTBN		May - November	November, 2007
Long Range Sustainability Community Plan				**Pat**	**December 1, 2008**
Process Design			Goal Setting, county partnership/participation decision	July - November	November, 2007
Community Dialog					TBD
resource identification					TBD
RFP for Consultant Service					TBD
City Property Disposition				**Phyllis**	**October 31, 2007**
Watts	Phyllis	Alison	CUP in process	March - June	June 30, 2007
Wisnewski/Talon House	Phyllis	Alison	CUP in process	March - June	June 30, 2007
Sandridge Sheds	Phyllis	Eric, Brooks	working with property owners	March - October	October 31, 2007
Silvero/Woodside House	Alison	Phyllis	CUP in process	March - June	August 30, 2007
Bistro 412	Jon	Alison, Phyllis, Dave			May 31, 2007
Lot 68A - Thaynes I		Alison, Phyllis, Jon	Potential sale of City owned property	TBD	TBD
Seasonal Housing Needs Assessment				**Phyllis**	**TBD**
	Phyllis	Myles	Committee Participation	TBD	
GOAL 3. TRANSPORTATION AND PARKING					
Public Parking				**Brian**	**July 1, 2007**
Parking Garage Revenue	Brian	Max, Dave, Jon		March	April 19, 2007
Policy on Pay Parking during events	Brian	Max, Dave, Jon		TBD	TBD
Private use of public parking	Kent	Brian, Max, Dave	Address Sky Lodge valet	April - June	June 30, 2007
Community Transportation Plan				**Kent**	**TBD**
Park and Ride	Kent	Brooks, Dave	Coordination		
Team Member	Myles				
School Drop	Jon	Matt			August 15, 2007
Entry Corridor	Kent	Jon, Pat, Matt			

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Sustainability Team Projects and Tasks

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GOAL 4. WORLD CLASS MULTI-SEASONAL RESORT COMMUNITY					
Shell Space				**Dave**	**April 30, 2008**
DABC Lease	Alison	Dave, Jon		March - May	May 30, 2007
KPCW	Alison	Jon, Dave	REPC	March - May	May 30, 2007
Conditional Use Permit	Jon	Alison, Dave		March - June	June 30, 2007
Condo Plat Management	Dave	Jon, Alison		February - April	April 30, 2008
Identification of third tenant	Alison	Jon, Dave		April - December	December 31, 2007
Construction	Dave	Alison, Jon		June - February	February 28, 2008
Cow Park	Clint	Dave		June - October	October 15, 2007
China Bridge Stairwell	Dave			June - October	October 15, 2007
Rotomill Swede and West side Sidewalk	Dave			June - October	October 15, 2007
Arts Festival Agreement				**Alison**	**May 17, 2007**
Complete the long-term agreement with the Kimball Art Center	Alison	Max, Jon, Phyllis	MOU scheduled for closed session discussion 3/22	March - April	May 17, 2007
Post Office				**Alison**	**October 1, 2008**
Phase 1: Acquisition Options & Strategies	Alison	Jon, Dave, Myles, Gary, Mark, Max		March - September	September 1, 2007
Plaza	Jon	Dave, Max, Matt, VPT	Based upon status of acquisition	TBD	TBD
Downtown Improvements				**Jon**	**On-Going**
Signs	Myles	Brian, Jon, Dave			On-Going
CIP	Gary	Jon			June 30, 2007
Joint Venture Chamber Position				**Jon**	**On-going**
Identification of work product	Jon	Alison	Clarification on City role and integration and Council update	April	May 1, 2007
Review contract with Chamber	Jon	Alison	Renew	April	April 30, 2007
Monitor work product	Jon				On-Going
Scenic Bus Tour Proposal				**Jon**	**April 30, 2007**
Analysis of proposal	Jon			March - April	April 30, 2007

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Projects/Tasks			Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
	Citywide Market Analysis					**Jon**	**TBD**
		Analysis - Phase I	Jon	Phyllis, Gary, Seth		March - June	June 30, 2007
		Analysis - Phase II	Jon	Phyllis, Gary, Seth		May - September	September 30, 2007
	Triple Crown Agreement					**Max**	**September 1, 2007**
		Review option to renew	Max	Clint, Karen, Stacey, Matt, Bob	Respond via criteria in MOU		September 1, 2007
	McPolin Farm					**Max**	**On-going**
		Strategic Plan	Alison	Denise, Matt, Max	Revising information within Plan per responses received from Council	May - June	November 30, 2007
		Capital Improvement Projects	Matt	Denise, Max	Driveway, etc.	TBD	TBD
		Programming and Events	Denise	Max			On-going
		Management of Facility	Max	Denise	Improvement and Maintenance		On-going
		Conservation Easement	Myles	Legal	Work with Summit Land Conservancy	March - June	June 30, 2007
	Park/Bonanza Neighborhood Planning Area					**Pat**	**September 30, 2007**
		Adoption of Plan	Pat	Kirstin, Jon	PC WS - April 18 and May 2; PC Approval May 23; CC - June 7	April - June	June 21, 2007
		Housing Plan	Phyllis	Pat, Jon, PTBN	Begin after Park/Bonanza Update	May - August	September 30, 2007
		Market Assessment	Jon	Phyllis, Gary	Begin after Park/Bonanza Update	May - August	September 30, 2007
		Transportation Plan	Kent	Pat, Eric	Begin after Park/Bonanza Update	May - August	September 30, 2007
	Quinns Facility					**Stacey**	**September 1, 2007**
		Policy	Stacey	Ken, Max, Jon, Bob, Matt	Interdepartmental discussions - approval of admin policy by Tom	April - September	September 1, 2007
		Capital Improvements	Matt	Jon, Max, Stacey	Pending policy direction	TBD	TBD
GOAL 5. RECREATION, OPEN SPACE AND TRAILS							
	Propsector BioCell					**Jeff**	**October 15, 2007**
		Team Member	Matt				October 15, 2007
	Round Valley Open Space Annexation					**Jon**	**TBD**

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Sustainability Team Projects and Tasks

Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
Application	Jon	Alison		TBD	TBD
Parks				**Matt**	**On-going**
Recreation Building Remodel	Matt	Ken, Jessica			May 16, 2007
Sports Lights	Matt	Ken			September 1, 2007
Dog Park	Matt		Direction to consider Quinn's location	April - July	August 15, 2007
Wisnewski	Matt	Ken			October 15, 2007
Quinns Rec Landscape	Matt				June 30, 2007
Trails Master Plan				**Matt**	**TBD**
Walkability Study	Jon	Matt, Pat	March 27, 2007		**COMPLETE**
Direction on Recreational Trails	Matt	Jon			June 30, 2007
Adoption of Master Plan	Jon	Matt, Pat			April 28, 2007
Funding	Gary	CIP Committee	Review funding options may include grants		June 30, 2007
Walkability Implementation - Phase I	Matt	Jon, Pat	Projects to be identified during budget process		June 30, 2008
Kearns Sidewalk	Matt		UDOT Grant		July 1, 2007
Round Valley Loop Trails	Matt		Federal Recreational Trails Grant		TBD
Trailhead Parking	Matt		Cove/Round Valley Way		July 1, 2007
Cosac				**Myles**	**On-going**
Faciliation of Program	Myles	Matt, Brooks	Identification of land	Myles	On-going
Wildlife Connectivity				**TBD**	**TBD**
Define City's Role	Alison	Phyllis, Myles, Pat		TBD	TBD
GOAL 6. REGIONAL COLLABORATION AND PARTNERSHIPS					
United Way Financial Stability Council				**Phyllis**	**10/31/2007**
Committee Member	Phyllis				10/31/2007
Summit County Affordable Housing Collaboration				**Phyllis**	**On-Going**
Team Member	Phyllis				On-Going
GOAL 7.OPEN AND RESPONSIVE GOVERNMENT					
Police Station				**Dave**	**September 30, 2007**

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Sustainability Team Projects and Tasks

Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
Construction	Dave			April - September	September 30, 2007
Police Move-in	Dave				September 30, 2007
Marsac Remodel				**Dave**	**May 1, 2009**
Space Needs Assessment for Marsac	Alison	Dave, Jon		April - June	June 30, 2007
Temporary Location	Dave	Alison, IT		June - February	February, 2008
Construction	Dave	Alison		February 08 - May 09	May 9, 2008
Emergency Management Process				**Gary**	**on-going**
Attend meetings	Gary	Alison			on-going
City Tour				**Myles**	**On-going**
Facilitation of Tour	Myles	Renae		January - September	October 1, 2007
Outreach and Publications				**Myles**	**On-going**
Citizen Guide	Myles			March - June	June, 2007
Yearly Newsletter	Myles			March - August	August, 2007
Mayoral RoadShows	Myles		Focus after visioning and budget times	February - December	On-Going
Second Homeowners Party	Myles			August	August, 2007
Website Information		ITTBBN, Phyllis, Myles	Explore options for outreach	TBD	TBD
Facility Management				**Max**	**On-Going**
Improvements and Maintenance	Max	Pace, Mike			On-Going
Reservations	Jennifer	Max, Jennifer			On-Going
Leases	Max	Legal	Monitor and facilitate		May 30, 2007
City Space/Property Needs				**TBD**	**TBD**
Department Space Needs Analysis	TBD	Alison, Jon, Dave, Kent, ITTBN	Analysis is of all departments and needs taking into account current buildings and property. Needs to also include review of a municipal court	TBD	TBD

ITTBN = IT to be Named
RITM = Rotating Implementation Team Member
VPT = Vision Project Team

PTBN = Planner to be Named
TBD = To Be Determined

Sustainability Team Projects and Tasks

Projects/Tasks	Task Leader	Team Members	Details/Status	Timeline	Estimated Completion
Property Analysis and Disposition	TBD	Kent, Phyllis		TBD	TBD
GIS Strategic Plan				**TBD**	**TBD**
RFQ	TBD	Alison, Phyllis, Jon, Pat		TBD	TBD

ITTBN = IT to be Named
RITM = Rotating Implementation Team Member
VPT = Vision Project Team

PTBN = Planner to be Named
TBD = To Be Determined

MEMO

Executive Department

445 Marsac Avenue
P.O. Box 1470
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To: City Council
From: Tom Bakaly, City Manager
Subject: 2007 Council Goals Update
Date: May 3, 2007

On May 3, 2007 we have scheduled time in work session to review City Council goals and action items.

Attached is the latest quarterly update on Council goals for the period of January – March 2007. We continue to tentatively add (in bold) new action items to your goal status report based upon individual input from Council members, the Mayor and staff.

The report also includes quarterly summaries related to traffic calming and neighborhood service requests. This work session will provide an opportunity to for departments to provide operational updates on Council goals if requested.

2007 Park City Goals and Targets for Action – 1st Quarter Report (January – March)

TOP PRIORITY				
Goal 1 Quality Water - Dana Williams and Candace Erickson; Alternate, Jim Hier				
Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
1. Pipeline/Preferred Project Agreements Jerry Gibbs	Determine a preferred project with Weber Basin and Bureau of Reclamation 1. Decision point – Park City/County may opt out 2. WBWCD Water Sales/Petition Agreement 3. Decision point – Park City /County may opt out **4. Design of Pipeline Improvements** **5. Pipeline Construction Begins**	 03/05 04/05 05/06 **01/07** **04/09**	 03/07 01/07 12/07 **03/07**	 **Complete** **Complete** **Complete** **Pending** **Pending**
2. Water Treatment Plants Kathy Lundborg	1. Judge: Resolve Plant Location and Land Transfer with Talisker **2. Judge NPDES permit** 3. Judge: Determine Scope and Timing for Plant Design and Construction 4. Judge: Plant Design 5. Judge: Plant Construction	 12/05 **12/07** 09/05 08/04 04/06	 **12**/07 **12**/07 **05/08** **12**/08	 Pending **Pending** Pending Pending Pending
3. Other Water Solutions – Supply Options Jerry Gibbs	1**.** Summit County, Snyderville Basin Water Reclamation District Cooperation Discussions /Stream Flow Enhancements 2. JSSD Water Discussions	Annual Annual		Ongoing Ongoing
4. Water Funding Strategy Jerry Gibbs	1. Pursue future appropriations and authorizations **2. Lobby for passage of Water Resource Development Act (WRDA)**	Annual **05/07**		Ongoing **Pending**

TOP PRIORITY

Goal 2 *Preservation of Park City Character* – Marianne Cone and Dana Williams; Alternate, Candace Erickson

Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
1. Old Town Improvements Alison Butz – Shell/Swede	1. Downtown Projects			
	- Town Plaza/Swede Alley			
	- USPS Talks, Site footprint determined	06/07		Pending
	- Public Dialogue	09/07		Pending
	- Design Complete	12/07		Pending
	- Base Construction Complete	12/07		Pending
	- Swede Alley Plaza Construction Complete	10/08		Pending
	- Shell space			
	- Schematic Design	10/06	02/07	Pending
	_Executive tenant contracts		**06/07**	**Pending**
	- Construction	04/07	**06/07**	Pending
	- Construction Complete	09/07	**02/08**	Pending
	- Marsac Building			
	- Space programming exercise	02/07	**09/07**	Pending
	- Design complete	04/07	**09/07**	Pending
	- Identify and move into temporary office space		**01/08**	**Pending**
	- Construction Start	10/07	**02/08**	Pending
	- Construction end	10/08	**05/09**	Pending
2. Affordable Housing Phyllis Robinson	**1. Develop RFPs for affordable housing development on Park Avenue and Snow Creek Parcels**	**05/07**		**In Progress**
	- Pre MPD application for Snow Creek parcel	**06/07**		
	- Subdivision/MPD application	**07/07**		
	- CUP application	**08/07**		
	2. Complete acquisition of Park Avenue Property	**06/07**		**In Progress**
	3. Quarterly Housing Update – Set 2007 in lieu fees	**06/07**		**In Progress**
	4. Monitor Developer Obligations	**06/07**		**Ongoing**

TOP PRIORITY

Goal 2 *Preservation of Park City Character* – Marianne Cone and Dana Williams; Alternate, Candace Erickson

Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
2. Affordable Housing (Cont.)	**5. Analysis of deed restrictions and selection criteria** **6. Housing General Plan Element Review & Update**	**06/07** **10/07**		**In Progress** **Pending**
3. Trash and Recycling Jerry Gibbs	**1. Execute Letter of Intent – Hazardous Materials** 2. Research: Formation regarding Main Street trash and possible BID/SID 3. Decision on recycling facility relocation	**03/07** 09/04	**04/07** **05**/07 07/07	**Complete** Pending Pending
4. Environmental Initiatives Alison Butz	1. Identify Action Items for Strategic Plan 2. Implement Strategic Plan 3. Wasatch Back Environmental Alliance – Continue as an active member 4. Installation of wind turbine(s) at Park City Ice Arena **5. Adoption of Action Plan** **6. Rocky Mountain Energy Grant Findings**	07/06 08/06 Ongoing 10/06 **06/07** **09/07**	11/06 06/**08**	Pending Pending Ongoing Pending
5. Historic Preservation Patrick Putt	1. Retain Historic Significance Designation 2. Review of Historic District - Steep Slope Issues Update to PC/CC - Vertical Zoning Update to PC/CC 3. Amend LMC as needed 4. Implementation of City-owned Historic Structures Plan - Upper Main/Park/Sandridge Structures 5. Historic District Guideline Review 6. 801 Park Ave Preservation – anticipated completion		**06/**07 **06**/07 **07**/07 **09**/07 **09**/07 **10**/07 10/07	Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing
6. Senior Issues Phyllis Robinson	1. Facilitate **Senior Needs Regional Subcommittee through Interagency Task Force** **2. Conduct assessment of Senior Center Programming and other services**	**06/07** **10/07**		**Pending** **Pending**
7. Staffing Plan for Sustainable Vision and Implementation	1. Pursue self-managed teams to frame policy direction and implement Council Goals **2. Work Plan Completed**	12/06 **05/07**		Complete **Pending**

TOP PRIORITY				
Goal 3 ***Effective Transportation and Parking System*** **– Jim Hier and Roger Harlan; Alternate, Marianne Cone**				
Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
1. Traffic Calming **Brian Andersen**	**See attached Traffic Calming Summary Report**			
2. Regional Transportation Eric Nesset	1. Enhance Transit Marketing 2. Year-round Bus Service to Kimball and Canyons operating through 12/31/04 3. Complete Region-SLC-UTA Service Feasibility Analysis 4. Implement employee carpool incentive program 5. Implement action items from 7/8/05 Transit Planning Summit 7. Update short-range transit plan with County 6. Secure land for expanded transit maintenance storage facility	Annual Annual 09/04 Annual Ongoing 10/05 06/05	 06/07 **09**/07	Ongoing Ongoing **Complete** Ongoing Ongoing In Progress In Progress
3. Transportation Strategic Plan Kent Cashel	1. Alternative Transportation/Walkability Study 2. Annual Progress Report to City Council 3. Implement Transportation Plan Strategies 4 **Form** Transportation Task Force with School District **5. Recommendations from PCSC/PCMC Transportation Task Force** **6. Implement Task Force Recommendations**	06/06 12/06 01/07 **04/07** **09/07**	03/07 **05/07**	**Complete** In Progress Ongoing **Complete** **Complete** **In Progress**

TOP PRIORITY				
Goal 4 *World Class, Multi-Seasonal/Resort Community* – Jim Hier and Marianne Cone; Alternate, Joe Kernan				
Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
1. Economic Development *Interim assignments*	Implementation of 2006 Economic Development Strategic Plan Initiatives 2. Prospector/Bonanza Redevelopment Area (PBR District) 3. Market analysis – inventory existing business types; compare against demand model 4. Oquirrh Institute ED Grant – Follow-up	 09/06 02/07 03/07	 **06/07** **06/07**	 Ongoing **In Progress** **Complete**
2. Support for Arts **Gary Hill**	1. Art in Public Places Implementation 2. Bus Shelter Implementation (8th Shelter) 3. Pocket Park Benches, Bike Racks 4. Completion of Pantheon of Muses at Old Town Transit Center	Ongoing 08/05 05/07 08/07	 08/07 08/07	Ongoing Pending In Progress In Progress
3. Community Amenities and Events: Evaluation, Future Direction Alison Butz	1. Special Events Retention & Attraction - Economic Development Plan 2. Monitor Museum Expansion 3. Destination Events/Activities Joint Venture 4. Golf Course Pro Shop Acquisition 5. Imperial Hotel Sold or Traded 6. Joint Venture Annual Update – Chamber 6. Strategic Plan for Farm 7. Marsac Remodel Planning - construction begins - construction ends	Ongoing 11/04 07/05 10/06 Annual 03/05 10/07 11/08	 10/06 12/06 02/07 **05/07** **11/07** **02/08**	Ongoing Ongoing Pending Pending **Completed** Annual Pending Pending
4. Community Sustainability	1. Memory Wall **– Work Session Discussion** 2. Explore mandatory green building initiatives		06/07 06/07	Pending Pending

HIGH PRIORITY				
Goal 5 Recreation, *Open Space and Trails* – Candace Erickson and Joe Kernan; Alternate, Marianne Cone				
Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
1. Ongoing Open Space Acquisition Myles Rademan	1. Flagstaff - Distribution of open space contribution 2. Gambel Oak - Legislation 3. Red Maple/Air Force 4. Other Properties	03/04 10/04 10/04 09/06	 **06/07** **09/07** **11/07**	Ongoing Ongoing Ongoing Pending
2. Conservation Easements Myles Rademan	1. Additional easement monitoring on new acquisitions 2. Conservation Easement on Farm	08/05 04/06	01/06 **07/07**	Pending Pending
3. Trail Development Plan Matt Twombly	1. Round Valley Trails - Friends of Trails - Cross Country Ski Trails – Mountain Trails Found -Quinn's Loop trails 2. Trailhead Parking Phase II a. Cove b. Round Valley – Quinn's Rec Complex c. Other sites as available 3. Citywide study on Walkable Community/Trails Master Plan Update - Safe Sidewalks Grant – Kearns Blvd. - Safe Routes to School Grants – Little Kate & Comstock	 04/05 11/05 06/07 12/07	 **09**/07 09/07 09/07	 Pending In Progress Pending Complete In Progress Pending Pending
4. Neighborhood Parks/City Park Ken Fisher	1. City Park Recreation Building - Remodel Complete 2. Poison Creek – Recommendation on creek enhancements 3. Old Town Park (Wisnewski) - Conceptual Design - Public Input on Conceptual Design 4. Lights on Basketball Court & **Volleyball Court** **5. Dog Park – Alternate Site Identification**	 04/07 02/06 02/07 03/07 06/07	 06/07 06/07 **06/07** **06/07** **07/07** **08/07**	 In Progress Pending **In Progress** Pending **In Progress** **In Progress**

HIGH PRIORITY				
Goal 5 Recreation, *Open Space and Trails* – Candace Erickson and Joe Kernan; Alternate, Marianne Cone				
Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
5. Ice Rink Stacey Noonan	1. Ice Arena Strategic Plan 2. Ice Fundraising & Naming Campaign - RFP/selection process complete 3. Ice Arena Completion – final punch list	11/06 08/06	03/07 **07/07** **08/07**	Complete In Progress In Progress
6. Recreation and Racquet Club: Next Steps Ken Fisher	1. Dirt Jump Park- Plan in place for future facility location -CUP Extension with Planning Commission 2. Dog Park - Facilitate User Group meeting - User group develop maintenance budget & funding - Update City Council **Explore options of developing a dog park at the PCSC** 3. Racquet Club/recreation - Complete Recreation/Racquet Club Needs Assessment - Update to City Council on Needs Assessment - Long-term maintenance plan for facility - Recommendation – future capital improvements	 **02/07** **03/07** **07/07**	 **04/07** **05/07** **10/07** **10/07**	**In Progress** **In Progress** **Complete** **Complete** **Pending** **In Progress** **Pending** **Pending** **Pending**
7. Outdoor Recreation Complex **Matt Twombly**	1. Landscaping (trees, shrubs, drip irrigation)		**06/07**	**Pending**

HIGH PRIORITY				
Goal 6 Regional Collaboration and Partnerships				
Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
1. Transportation Kent Cashel	See Goal #3			
2. Flagstaff-Wasatch County Tom Bakaly	1. Work with Wasatch County re SR-224 and public versus private access	09/04	04/**08**	Ongoing
3. Recreation Ken Fisher	See Goal #5			
4. Health Pace Erickson	1. Noxious weed coordination 2. Enforcement on private property	08/04 Ongoing	**05/07**	Ongoing Ongoing
5. Water Jerry Gibbs	See Goal #1			
6. Solid Waste Jerry Gibbs & Joe Kernan	1. Implementation of Solid Waste Alternatives	11/05	07/07	Pending
7. Mosquito Abatement Pace Erickson	1. Continued coordination with Summit County	Ongoing		Ongoing
8. Wasatch Back Alliance	1. Continued participation	Ongoing		Ongoing

OTHER PRIORITIES

Goal 7 Open and Responsive Government to the Community – Roger Harlan and Joe Kernan; Alternate, Jim Hier

Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
1. Community Vision 2015 and Beyond	1. Community Involvement & Outreach	Monthly		Ongoing
Myles Rademan	2. Update Material for Vision Presentations **2007**	Monthly		Ongoing
Pat Putt	3. Develop Neighborhood Request Tracking Report	05/04		Ongoing
	(attached – Attachment B)			Ongoing
	4. 2nd Homeowners Social (1st weekend in August)	Annual		Ongoing
	5. Neighborhood Interest Group Meetings	Ongoing		Ongoing
	6. General Plan Review with Planning Commission	Annual		In Progress
	7. General Plan Update Phase 1		**10/07**	In Progress
2. Budget Review & Benchmark (2005-2006)	1. Bi-weekly budget review meetings	08/06		Ongoing
Gary Hill	2. First set of Benchmark Data compiled	10/06	**01/07**	**Complete**
	3. Draft of Long Range Financial Plan & Service Prioritization	12/06		**Complete**
	4. Phase II Benchmarks determined with CAST		**07/07**	**In Progress**
	5. Finance/ERP System Conversion			
	a. Personnel and Payroll		**02/07**	**Complete**
	b. Utility Billing		**05/07**	**In Progress**
	c. Bid and Quote		**07/07**	**Postponed**
	d. Business Licensing		**07/07**	**In Progress**
	e. Position Budgeting		**10/07**	**Postponed**
	f. Budget		**10/07**	**Pending**
	g. Planning and permits		**12/07**	**Pending**
3. Customer Service: Evaluation & Action Plan	1. Accountability/responsibility training for Staff	Monthly		Ongoing
Myles Rademan	2. Volunteer Bank – review program		06/07	Pending
	3. City "Fam" Tour			Annual
	4. Employee Survey & Training	Annual		Ongoing
	- communication of results	Ongoing		
4. Public Safety	1. Purchase of Additional Officer Safety Equipment	10/06	04/07	**Complete**
Lloyd Evans	2. Emergency Response Plan Updated		**07/07**	**In Progress**
	- Staff Training			Pending
	3. Police Facility Complete	10/07		**In Progress**

OTHER PRIORITIES				
Goal 7 Open and Responsive Government to the Community – Roger Harlan and Joe Kernan; Alternate, Jim Hier				
Target for Action ***Staff Coordinator***	**Actions**	**Initial Target Date**	**Revised Target Date**	**Status**
4. Public Safety (Cont.)	4. Community Oriented Program – Citizens Academy	12/06	**12**/07	Pending
5. Communications Myles Rademan	1. Press Releases/Communication Strategies 2. Leadership 101 3. Media Seminars 4. Sustainability Promotion 5. Park City University	Ongoing Ongoing Ongoing Annual Ongoing	 **02/08** **03/08**	Ongoing Ongoing Ongoing Ongoing Ongoing

Traffic Calming Summary Report
ATTACHMENT "A" TO QUARTERLY STATUS REPORT

Location	Date Recd	Phase 1 Meeting	Citizen Concerns	Phase 1 Follow-up	Date Completed
Prospector/ SR248	3/2006	3/2006	• Traffic using Prospector neighborhoods when school zones back traffic on SR248 • Removal of no left turn signs on SR248 and increased traffic • Traffic speeding and not stopping at stop signs-	• Data collected for both before and after school season start; copy given to HOA • Residents of Prospector neighborhoods comment at Council meeting regarding several traffic concerns; Council directs TCC to work with UDOT to reinstall no left turn signs on SR-248 • Petition received from HOA regarding several issues including long term closure of Wyatt Earp and Buffalo bill and building parking on north side of high school. No Comstock residents signed. • UDOT agrees to reinstall no left turn signs. Signs ordered from vendor. • **No Left turn signs installed** • **Phase 1 meeting**	Aug 2006 Nov 2006 Dec 2006 **Feb 2006** **Jan 2007**

Traffic Calming Summary Report
ATTACHMENT "A" TO QUARTERLY STATUS REPORT

Location	**Date Recd**	**Phase 1 Meeting**	**Citizen Concerns**	**Phase 1 Follow-up**	**Date Completed**
Little Kate Road & Lucky John Drive	04/05	05/12/05	• Request reduction of the posted 25 mph speed limit • "Illegal" bike lane • Bicycle training for the kids in the neighborhood; • Sidewalk to provide a safe pedestrian way along Little Kate Road to McPolin Elementary School • Realign the Racquet Club driveway to align with Monitor & 4-way stop • Paint a crosswalk on Little Kate Road at Monitor Drive • Employ a crossing guard to work that crosswalk • More parking enforcement during Sundance Film Festival • Erect more speed regulatory signs • School Drop Area Permanent infrastructure Official school zone (lights, etc)	• Police to assist in bicycle safety at McPolin • Other issues referred to the Neighborhood Program • Installed "20 MPH when children present" signs • Conducted counts; results for vehicle, pedestrian, cyclist traffic low • Three-way stop and crosswalks installed 11/05 at Little Kate / Evening Star with squiggly lines • Integration into Interplan study • TCC recommendation to refer to walkable communities group based on pedestrian tie-ins with surrounding pathways and potential cost defrayment with this larger effort • Council directed staff to not install 3-way stop at Little Kate and Monitor until Walkable Study completed • Coordinated approach with school circulation task force	TCC no further action Nov 2006 May 2007

Traffic Calming Summary Report
ATTACHMENT "A" TO QUARTERLY STATUS REPORT

Location	Date Recd	Phase 1 Meeting	Citizen Concerns	Phase 1 Follow-up	Date Completed
Meadows Drive/Risner Ridge	05/06		• Speeding	• HOA meeting with residents to discuss TCC concerns • Citizen request for permanent driver feedback signs • Ongoing enforcement occurring • Counts with new counters • TCC recommendation pending data collection scheduled for Fall 06 • Counts rescheduled for Spring 07 • **Counts Completed On Meadows Drive**	2002 June 2006 **Mar 2007**
Risner Ridge	09/05		• Dangerous curve on American Saddler • Intersection approach on bend • Thru route not apparent	• Curve ahead signs installed • Stop ahead sign installed • Squiggly lines painted approaching stops • Further actions pending Spring 06 counts • Counts pending winter season 06-07	Sept 2005 Jan 2006
The remaining items in this report are considered complete by the Traffic Calming Committee.					
Ridgeview	**7/2006**	**NA**	• Children playing ahead signs	• Advised TCC position of placement and purchase of Children playing ahead A-signs is up to HOA. Advised where to obtain.	July 2006

Traffic Calming Summary Report
ATTACHMENT "A" TO QUARTERLY STATUS REPORT

Location	Date Recd	Phase 1 Meeting	Citizen Concerns	Phase 1 Follow-up	Date Completed
Royal Street (Little Bell Condos)	7/2006	NA	• Request for speed limit signs and additional asphalt width	• TCC determined signs existed at that location in the past and facilitated replacement but determined no need for additional asphalt width	Aug 2006
Three Kings Drive			• Speeding	• TCC determined this street would not qualify for reduced speeds according to TCC administrative policy	Aug 2006
Aspen Springs Drive	05/06		• Additional 20 MPH sign • Crosswalks on trail • Children playing signs	• TCC advised HOA policy-obtain children playing ahead A-signs and place in yard	Aug 2006
SR 248/Kearns	08/05	NA	• Speeding • Noise, higher earth berms • Driver feedback signs • Increase Enforcement • Speed Humps	• Enforcement is ongoing	2005
Silver Pointe			• Emergency access • Neighborhood parking in prohibited areas • Parking damaging landscaping • All-way stop request McHenry/Rossi Hill/Coalition	• Stop request postponed until review of additional area development impacts are assessed	2006
Empire & Lowell Avenues	12/05		• Speeding	• Installed residential speed limit signs	April 06

Traffic Calming Summary Report
ATTACHMENT “A” TO QUARTERLY STATUS REPORT

Location	Date Recd	Phase 1 Meeting	Citizen Concerns	Phase 1 Follow-up	Date Completed
Comstock Drive	02/06		• Vehicle towing requested for vehicles that block the bike/walk path (safe pathway to school) • Traffic speed and high traffic volumes (specifically *children at play*, *residential neighborhood*, *no through commercial traffic* and *4-way stop* signs and speed bumps).	• Different concerns were received via two petitions to the TCC • TCC took survey of options distributed – no one preference observed • Traffic counts planned • Data trailers constantly malfunctioning; data collection planned with new counter devices beginning July 2006 • TCC recommendation to integrate into walkable communities group • Traffic data collected for the overall Prospector discussion • After November 2006 Council meeting, petitioner communicated with Staff concerns about increased traffic volume on Comstock Drive	Feb 2006 Aug 2006 Nov 2006

Neighborhood & Business District Needs Assessment
Request for Elevated Levels of Service Request (RELS) - ATTACHMENT "B" TO QUARTERLY STATUS REPORT

Deer Valley Drive and Sunnyside Drive Neighborhood

Weidenhamer

Status Report

Staff met with neighborhood and prioritized requests – Project 1sidewalk on Deer Valley Drive completed. City bus stop installed. Projects 2 – 4 pending addition study/funding

Target for Action	Responsible	Actions	Target Date	Status	Budget
1. Sidewalks	**DeHaan**	Sidewalk on north side of Deer Valley Drive from the Line to Sunnyside. Sidewalks will not be plowed by City crews	Summer 2006	Completed	PCMC '05 CIP
2. Cross Walks & Traffic Calming Devices	**Traffic Calming Group**	▪ Traffic Counts ▪ Group has requested a formal traffic engineer study to more accurately measure speeds and traffic counts Make later recommendation based on data collection	03/07 04/07	Traffic Calming Budget Pending	Need Traffic Calming approval to conduct
3. Pedestrian Lighting	Twombly (PCMC)	Install street and pedestrian lights from Stonebridge condos to roundabout	12/07	Cost identified ($250k) not in CIP budget	No City funding Private funds: Deer Valley Resort; Neighborhood SID
4. Bus Stop	Cashel Nesset	1. The school bus stop will be temporarily relocated to the NW corner of Sunnyside and Deer Valley Drive to accommodate	**11/06**		**Private**

Neighborhood & Business District Needs Assessment
Request for Elevated Levels of Service Request (RELS) - ATTACHMENT "B" TO QUARTERLY STATUS REPORT

Deer Valley Drive and Sunnyside Drive Neighborhood

Weidenhamer

		construction of 601 & 605 Deer Valley Drive at the NE corner. 2. Concrete pad installed. Shelter to be installed summer 07. **Concrete pad was installed too close to fire hydrant. Mountainland's contractor was notified and indicated they would talk with The Gambler owners to get their permission to extend pad north onto their property.**	**08/07**		**Existing PW**

Neighborhood & Business District Needs Assessment
Request for Elevated Levels of Service Request (RELS) - ATTACHMENT "B" TO QUARTERLY STATUS REPORT

Little Kate Road, Holiday Ranch Loop Road, Lucky John Drive

Status Report

Project has been split into both TC and Neighborhood Process to address capital projects requested. More information can be found under Traffic Calming Report, Attachment A. **During the summer of 2005 a temporary intersection realignment at Monitor & Lttle Kate and bus pull out have been put into place. The school district and City have agreed to more permanent infrastructure. This will be brought before Council as part of Joint Task Force recommendation with Park City School District.**

Written Petition received – Per request of Staff, petition is being generated
Initial Internal Review – ongoing with TC Committee
Initial Communication to Council – Complete
Comprehensive Internal Review – **Complete**
Initiate Public Forum – ongoing
Communication to Council – **ongoing**
Initial Council Decision
Walkable and bikeable study completed 3/07
Trails Master Plan to be completed 05/07

Target for Action	Responsible	Action	Target Date	Status	Budget
1. Crosswalks	**Streets Dept**	**1. Crosswalks installed at Little Kate and Lucky John**	12/05	**Completed**	**Existing budget**
2. Realign Racquet Club Entrance with Monitor Drive	Weidenhamer/ **Gibbs, Fisher**	**1. Funding allocation ($75k) put in '07 budget** **2. Phase 1A – temporary bus pullout** **3. Phase 1B – install stop signs if warranted** **4. Phase 2 – Racquet Club remodel; realign 4 way intersection/ 4-way stop; permanent bus pullout**	**08/06** **08/06** **07/07** **2008**	**Completed** **Completed** **Not warranted. No recom-mendation from Walk-ability Study** **Permanent infrastructure pending future improvement**	**Funded through CIP**

Target for Action	Target for Action	Target for Action	Target Date	Status	Budget
3. **Pedestrian connection from** Little Kate from HRL to schools	Twombly	**1. Pending recommendation from CIP Committee and approved budget**	**05/07**	**Budget process**	**FY08**
4. Study on Walkable Community/Trails Master Plan Update	**Weidenhamer**	**1. Study project list and recommendations.** **2. CIP Committee Recommendation** **3. Trails Master Plan update** **4. Budget Process**	**03/07** **04/07** **05/07** **05/07**	**Complete** **Pending**	 **Pending**

City Council
Staff Report

Author:	**Ken Fisher, Recreation Manager**
Subject:	**Recreation Needs Assessment**
Date:	**May 3, 2007**
Type of Item:	**Informational**

Recreation & Library Department

Summary Recommendations
No action or direction is required at this time as this report is for informational purposes only.

Description
Topic:
Presentation on the recently completed Recreation Needs Assessment by Leisure Vision

Background
In 1997 the Park City Recreation Facilities Master Plan was completed by Winston Associates. The plan consisted of an Ice Rink Feasibility Study, a community recreation survey and a Recreation Facilities Master Plan.

The 1997 plan recommended many recreation projects that have been completed such as a skateboard park, ice rink, redevelopment of the Racquet Club pool, additional playgrounds and the development of the Park City Sports Complex.

In 2002 Basin Recreation and Park City hired Wikstrom Economic and Planning Consultants to look at current recreation programming, facilities & budgets of the two entities and to also project future facility needs of each entity based on the Mountain Recreation Standard. The bottom line of the “Wikstrom Report” was that whenever possible Park City and Basin Recreation should look to develop recreation facilities and operate programs and facilities in a cooperative effort as there is an economy of scale that is realized when we work together versus as separate entities.

Since this study was completed the City and Basin Recreation have: 1) removed all program and facility fee differentials for recreation programs, Racquet Club and the golf course; 2) jointly developed the indoor ice arena; and 3) utilized greater cooperation on interagency field use and program development.

Analysis
As part of the Recreation Advisory Boards (RAB) annual visioning with City Council in the fall of 2006, Council directed RAB and staff to conduct a recreation needs assessment that would look at the Racquet Club and recreation in general.

In February 2007, Park City contracted with Leisure Vision/ETC Institute to conduct a Community Attitude and Interest Survey to establish priorities for the future development of parks and recreation facilities, programs and services within the community. The survey was designed to obtain statistically valid results from households throughout Park City. The survey did not include households outside of the city limits. The survey was administered by a combination of mail and phone.

Leisure Vision worked extensively with staff in the development of the survey questionnaire. This work allowed the survey to be tailored to issues of strategic importance to effectively plan future recreation programs & amenities.

Surveys were mailed to a random sample of 2,000 households in Park City. Approximately three days after the surveys were mailed each household that received a survey also received an electronic voice message encouraging them to complete the survey. In addition, about two weeks after the surveys were mailed Leisure Vision began contacting households by phone, either to encourage completion of the mailed survey or to administer the survey by phone.

The goal was to obtain a total of at least 400 completed surveys. This goal was accomplished. A total of 439 surveys were completed. The results of the random sample of 439 households have a 95% level of confidence with a precision of at least +/-4.7%.

The executive summary is attachment 1 which summarizes the major survey findings.
The findings of the survey with regard to what respondent's rate as the highest importance and highest unmet needs are:

- The City needs to look at a remodel of the Racquet Club to potentially include indoor walking/jogging track, indoor leisure pool and lap lanes, expansion of indoor fitness & exercise space and additional outdoor tennis courts among other amenities. The City should begin a feasibility study of the Racquet Club to see if these needs can be met and at what cost.
- The City should look to construct a dog park.
- The Park City Golf Club made the list of unmet needs/highest importance but this need may be able to be taken care of with a higher level of maintenance. The City should consider potential locations for the expansion of public golf.
- Programs that have a large unmet need are adult fitness and wellness programs, golf lessons and tennis lessons. The unmet program needs go hand and hand with the facility needs.

Basin Recreation is in the process of completing a recreation and facility needs assessment of district residents. They expect to have the survey completed in June. Once their survey is complete Park City & Basin Recreation will evaluate the results of each of the assessments and see where there may be the potential for inter agency cooperation on specific projects consistent with Council Goal #6 (Regional Collaboration & Partnerships).

Department Review & Input Received From: Recreation & Library Department, Legal Department, Sustainability team, & the City Manager

Alternatives:
A. Approve the Request: There is no request at this time as the presentation is for informational purposes only.

A. Modify the Request:

B. Continue the Item:

C. Do Nothing:

Significant Impacts: The Community Attitude & Interest Survey will be a component in the development of a new Recreation Master plan for Park City. The citizen survey results will help staff and City Council to make informed decisions related to recreation facility development, facility improvements and programming needs.

Consequences of not taking the Recommended Action: No action is required as the presentation is for informational purposes only.

Community Attitude and Interest Survey

Executive Summary of Citizen Survey Results

Overview of the Methodology

Park City conducted a Community Attitude and Interest Survey to establish priorities for the future development of parks and recreation facilities, programs and services within the community. The survey was designed to obtain statistically valid results from households throughout Park City. The survey was administered by a combination of mail and phone.

Leisure Vision worked extensively with Park City officials in the development of the survey questionnaire. This work allowed the survey to be tailored to issues of strategic importance to effectively plan the future system.

Surveys were mailed to a random sample of 2,000 households in Park City. Approximately three days after the surveys were mailed, each household that received a survey also received an electronic voice message encouraging them to complete the survey. In addition, about two weeks after the surveys were mailed, Leisure Vision began contacting households by phone, either to encourage completion of the mailed survey or to administer the survey by phone.

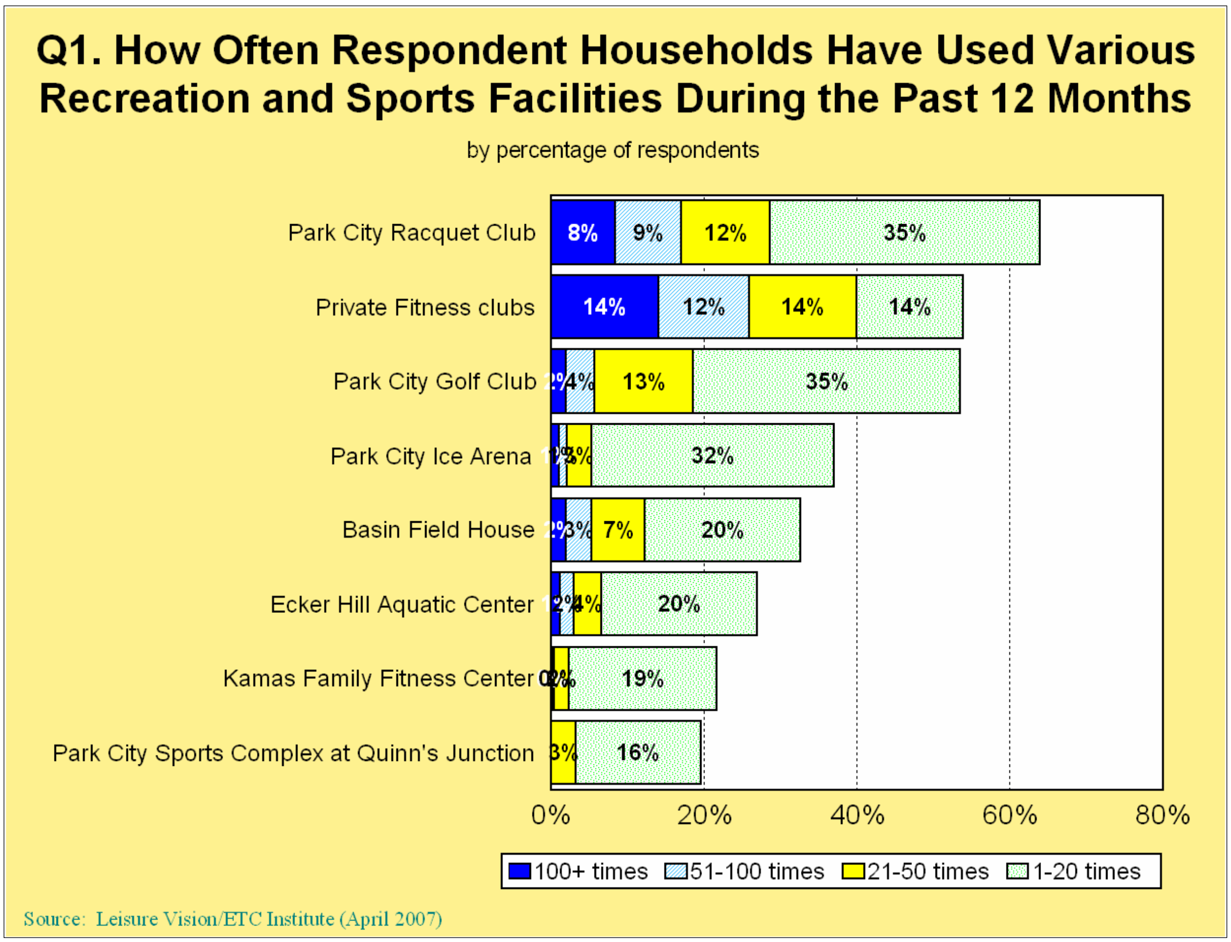
The goal was to obtain a total of at least 400 completed surveys. This goal was accomplished, with a total of 439 surveys having been completed. The results of the random sample of 439 households have a 95% level of confidence with a precision of at least +/-4.7%.

The following pages summarize major survey findings:

Usage of Recreation and Sports Facilities During the Past Year

From a list of eight major recreation and sports facilities operated in the Park City area, respondents were asked to indicate how often they and members of their household have used each facility during the past 12 months. The following summarizes key findings:

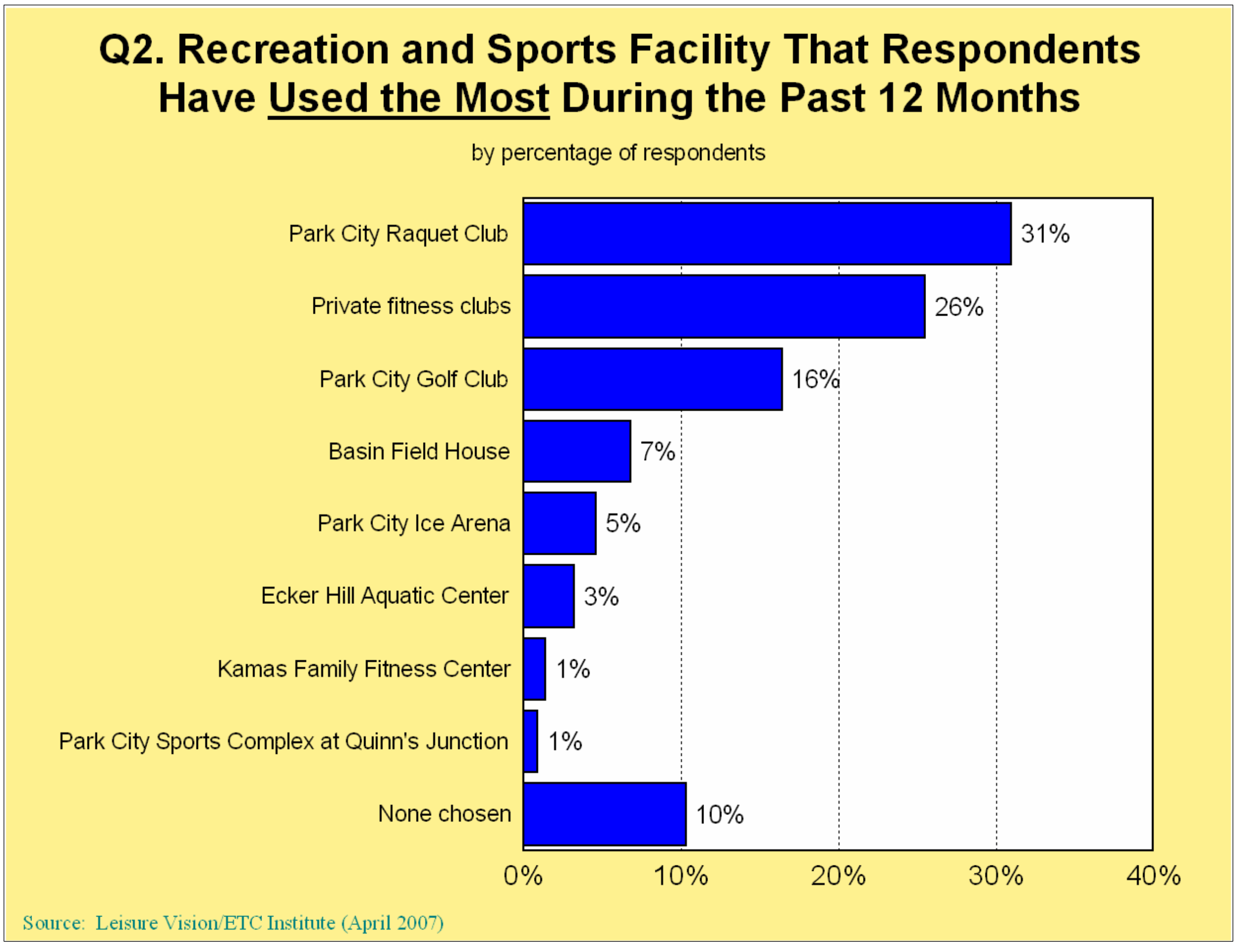
- **The Park City Racquet Club (64%) is the facility that has been used by the highest percentage of respondent households at least once in the past 12 months.** The other facilities that the highest percentage of respondent households have used at least once in the past 12 months include: private fitness clubs (54%) and Park City Golf Club (54%).



Recreation and Sports Facility Used the Most

From the list of eight major recreation and sports facilities operated in the Park City area, respondents were asked to indicate which one facility they have used the most during the past 12 months. The following summarizes key findings:

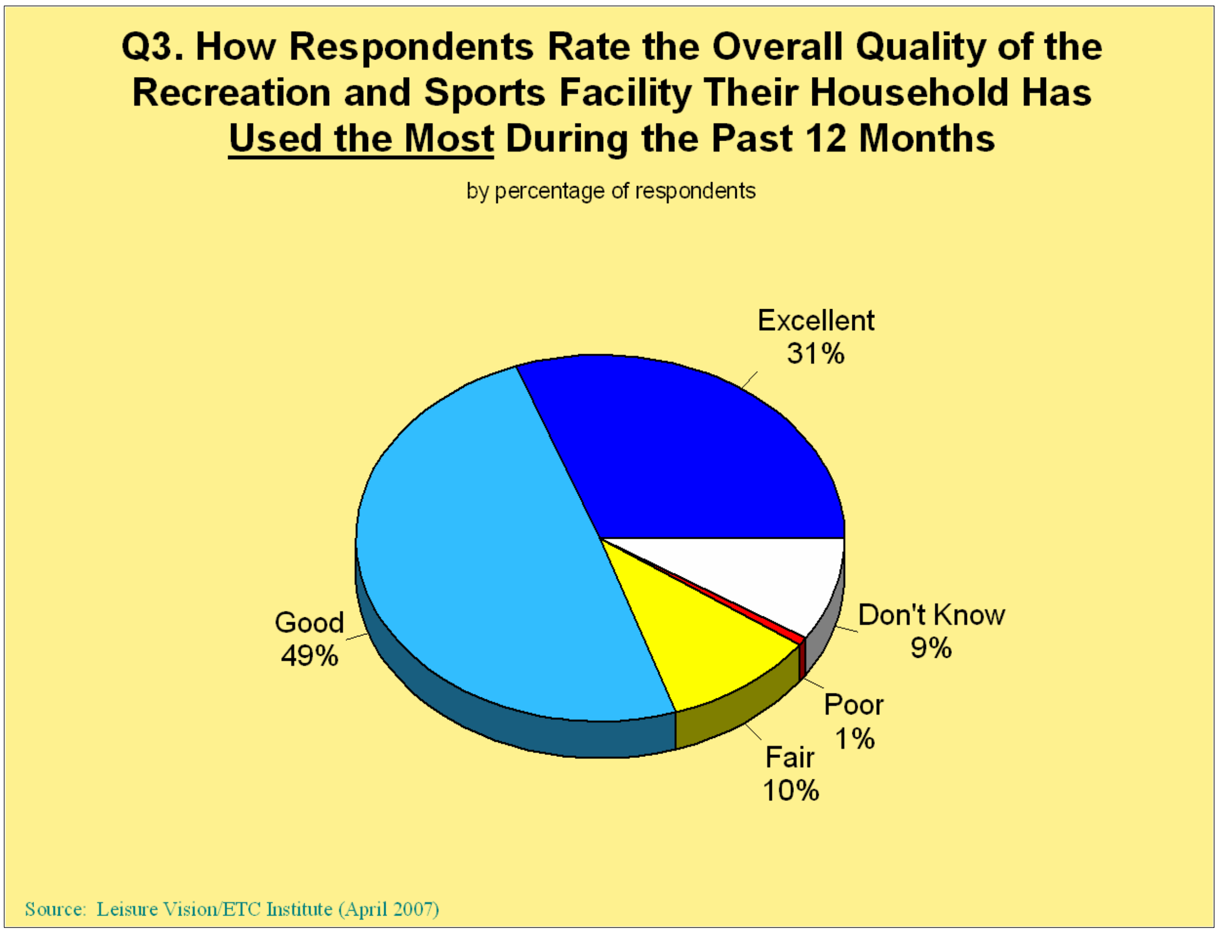
- **The Park City Racquet Club (31%) is the facility that the highest percentage of respondents have used the most during the past 12 months.**



Overall Quality of Recreation and Sports Facilities

From the list of eight major recreation and sports facilities operated in the Park City area, respondents were asked to rate the overall quality of the recreation and sports facility they have used the most during the past 12 months. The following summarizes key findings:

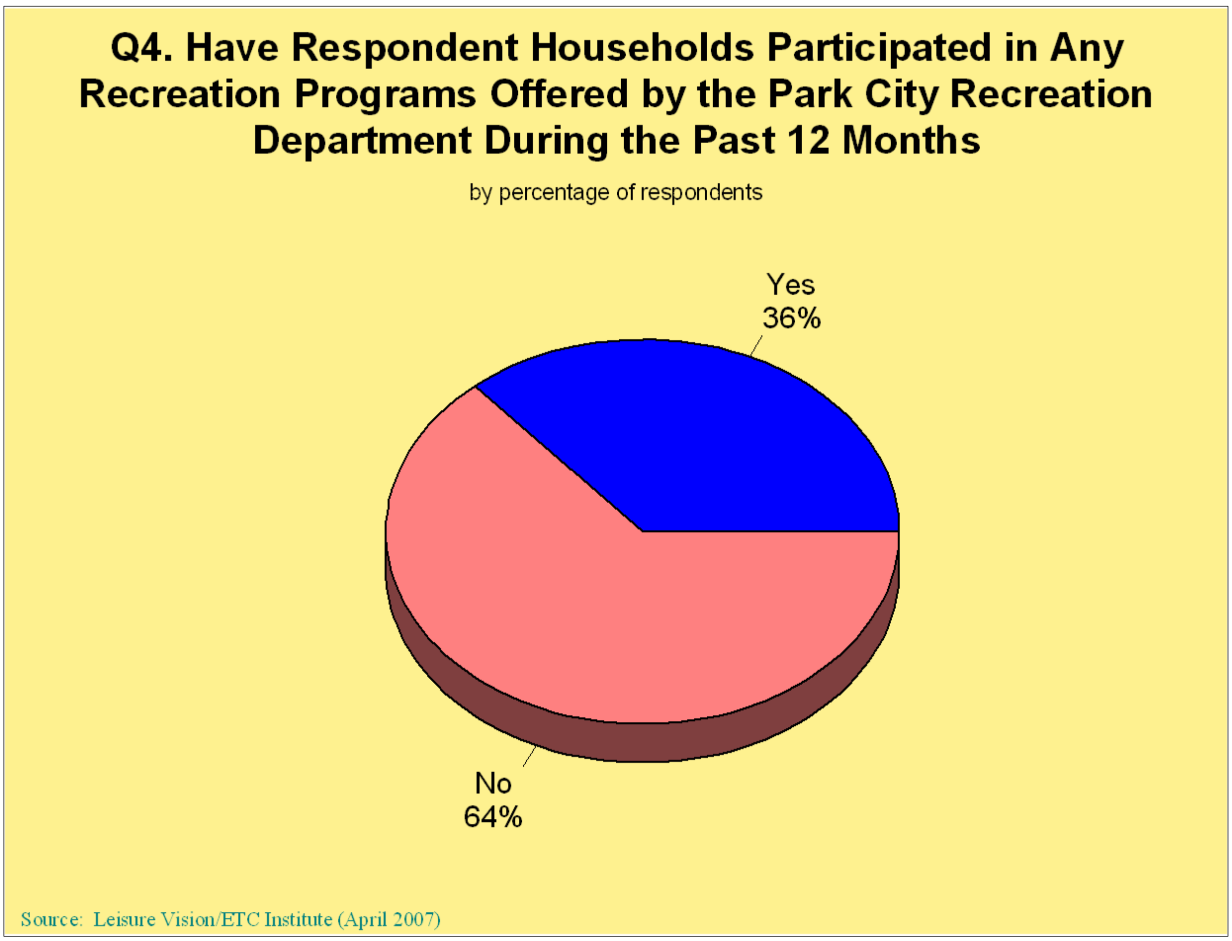
- **Eighty percent (80%) of respondent households rated the quality of the recreation and sports facility they use the most as either excellent (31%) or good (49%).** In addition, 10% of respondents rated the facility as fair, and only 1% rated it as poor.



Program Participation

Respondents were asked if they or members of their household participated in any recreation programs offered by the Park City Recreation Department during the past 12 months. The following summarizes key findings:

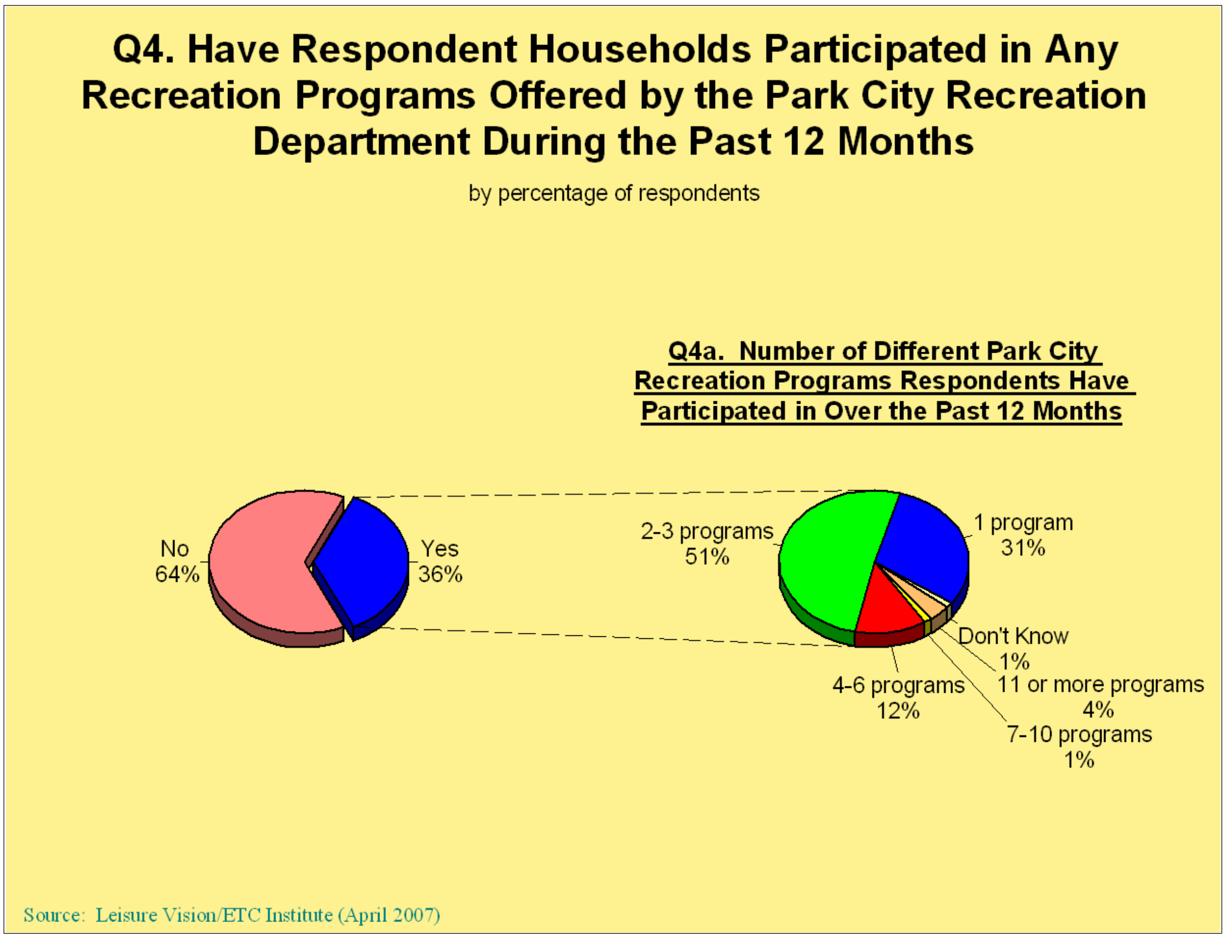
- **Thirty-six percent (36%) of respondent households have participated in recreation programs offered by the Park City Recreation Department during the past 12 months.**



Number of Programs Participated in

Respondent households that have participated in Park City Recreation Department programs during the past 12 months were asked how many different programs they have participated in during that time. The following summarizes key findings:

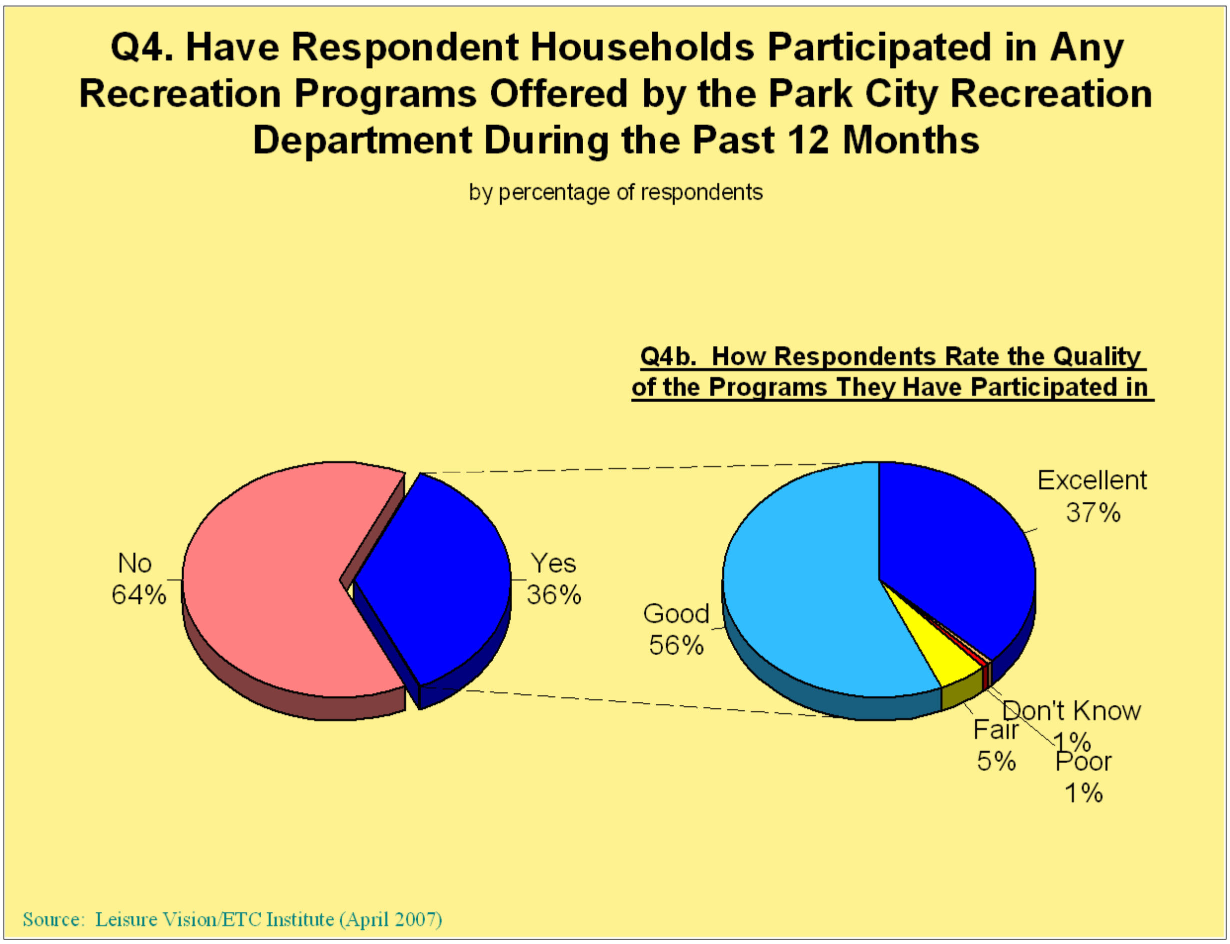
- **Of the 36% of respondent households that have participated in the Park City Recreation Department programs during the past 12 months, 68% have participated in at least two different programs during that time.**



Overall Quality of Recreation Programs

Respondent households that have participated in Park City Recreation Department programs during the past 12 months were asked how they would rate the overall quality of programs they have participated in. The following summarizes key findings:

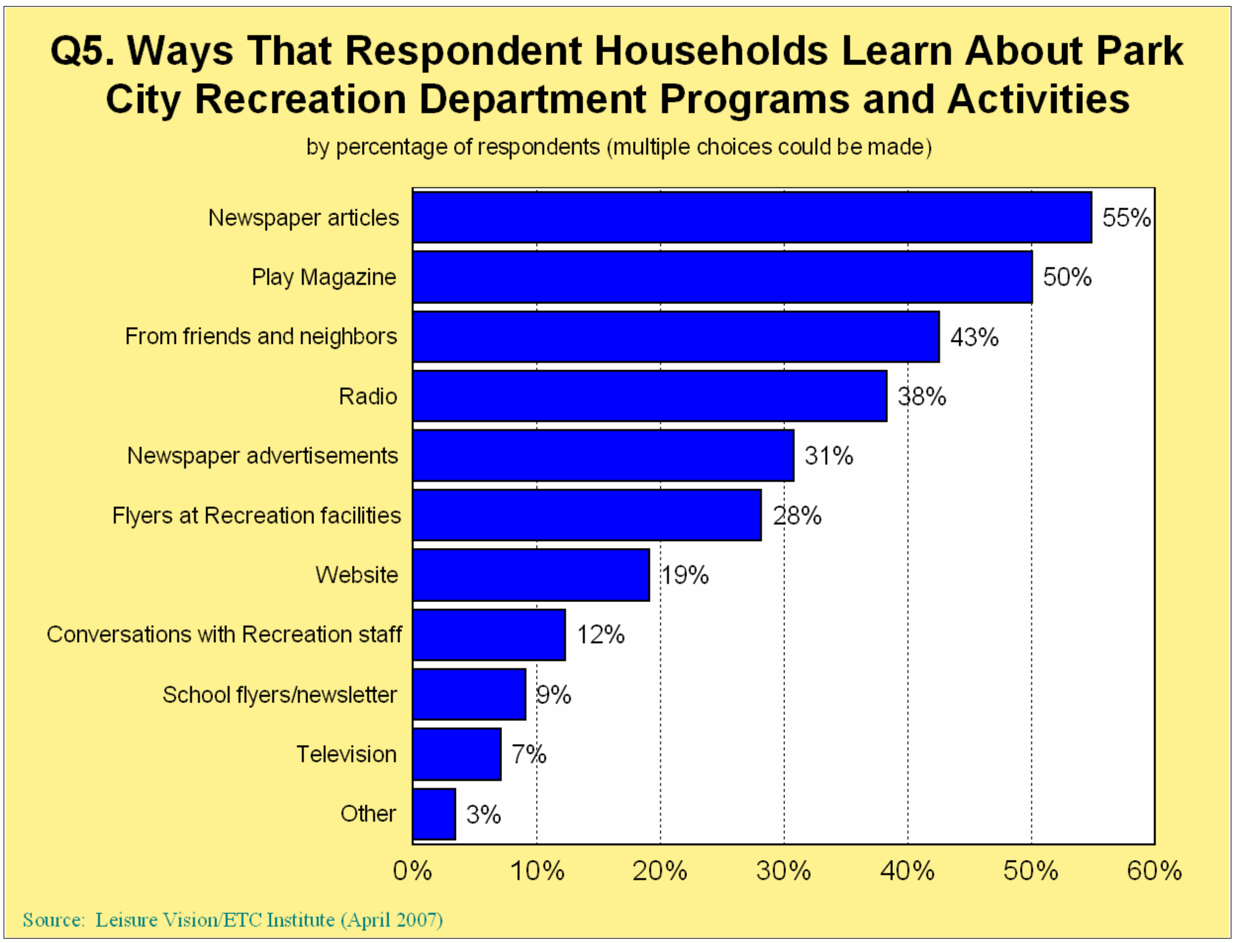
- **Of the 36% of respondent households that have participated in Park City Recreation Department programs during the past 12 months, 93% rated the programs as excellent (37%) or good (56%).** In addition, 5% rated the programs as fair and only 1% rated them as poor.



Ways Respondents Learn About Park City Recreation Department Programs and Activities

From a list of 10 options, respondents were asked to indicate all of the ways they learn about Park City Recreation Department programs and activities. The following summarizes key findings:

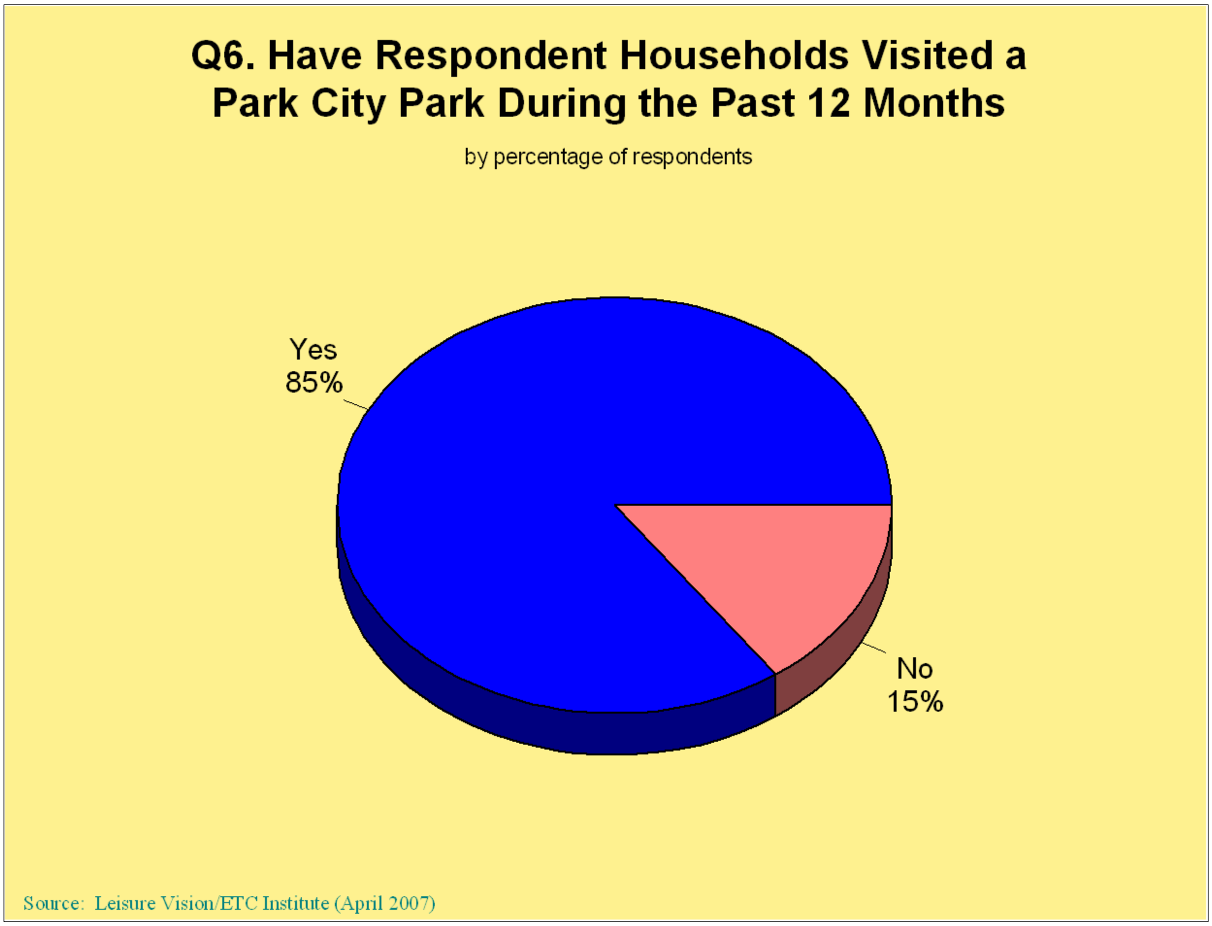
- **The most frequently mentioned ways that respondents have learned about Park City Recreation Department programs and activities are: newspaper articles (55%), Play Magazine (50%), from friends and neighbors (43%) and the radio (38%).**



Visitation of City Parks

Respondents were asked if they or members of their household have visited a Park City park during the past 12 months. The following summarizes key findings:

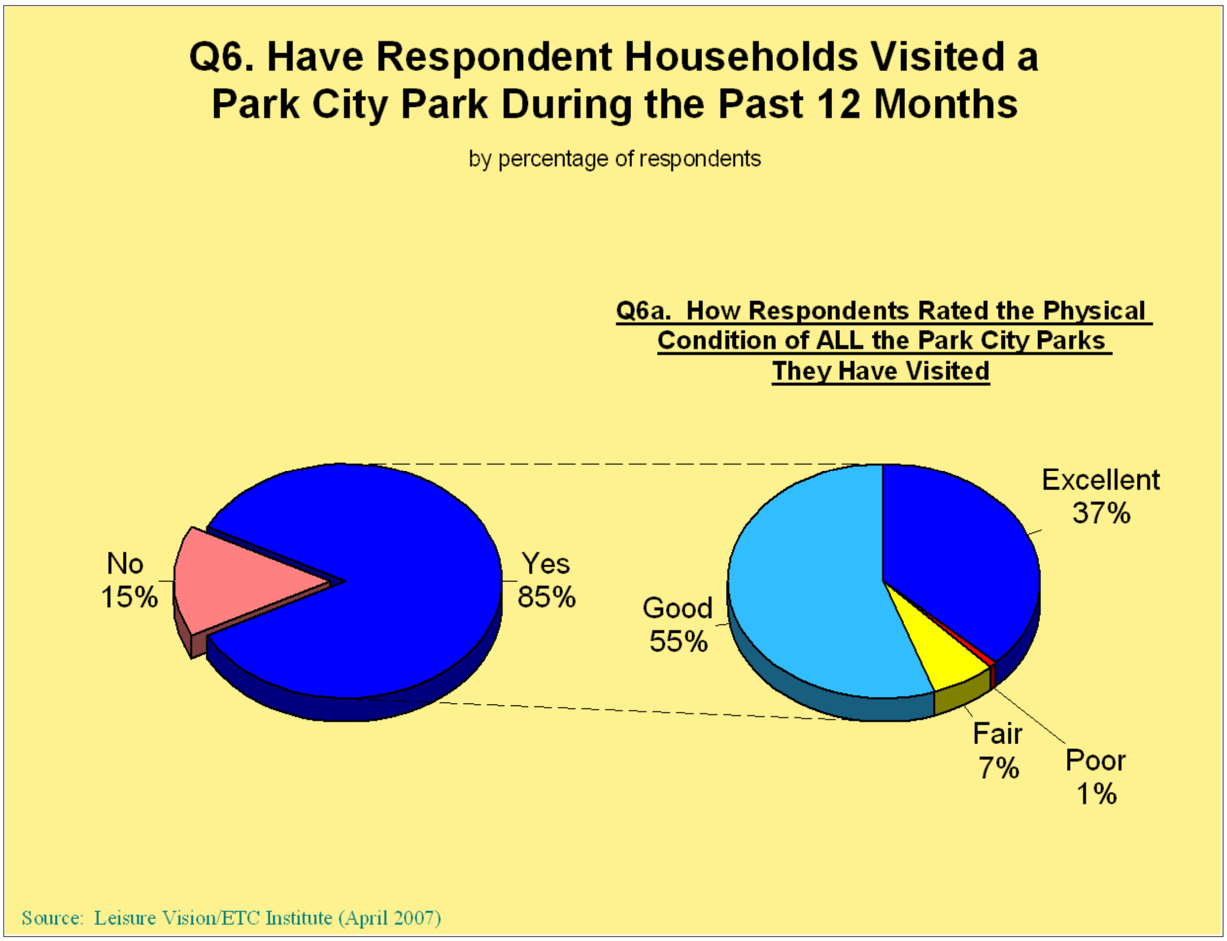
- **Eighty-five percent (85%) of respondent households have visited a Park City park during the past 12 months.**



Physical Condition of City Parks

Respondent households who have visited a City park during the past 12 months were asked how they would rate the physical condition of all the City parks they have visited. The following summarizes key findings:

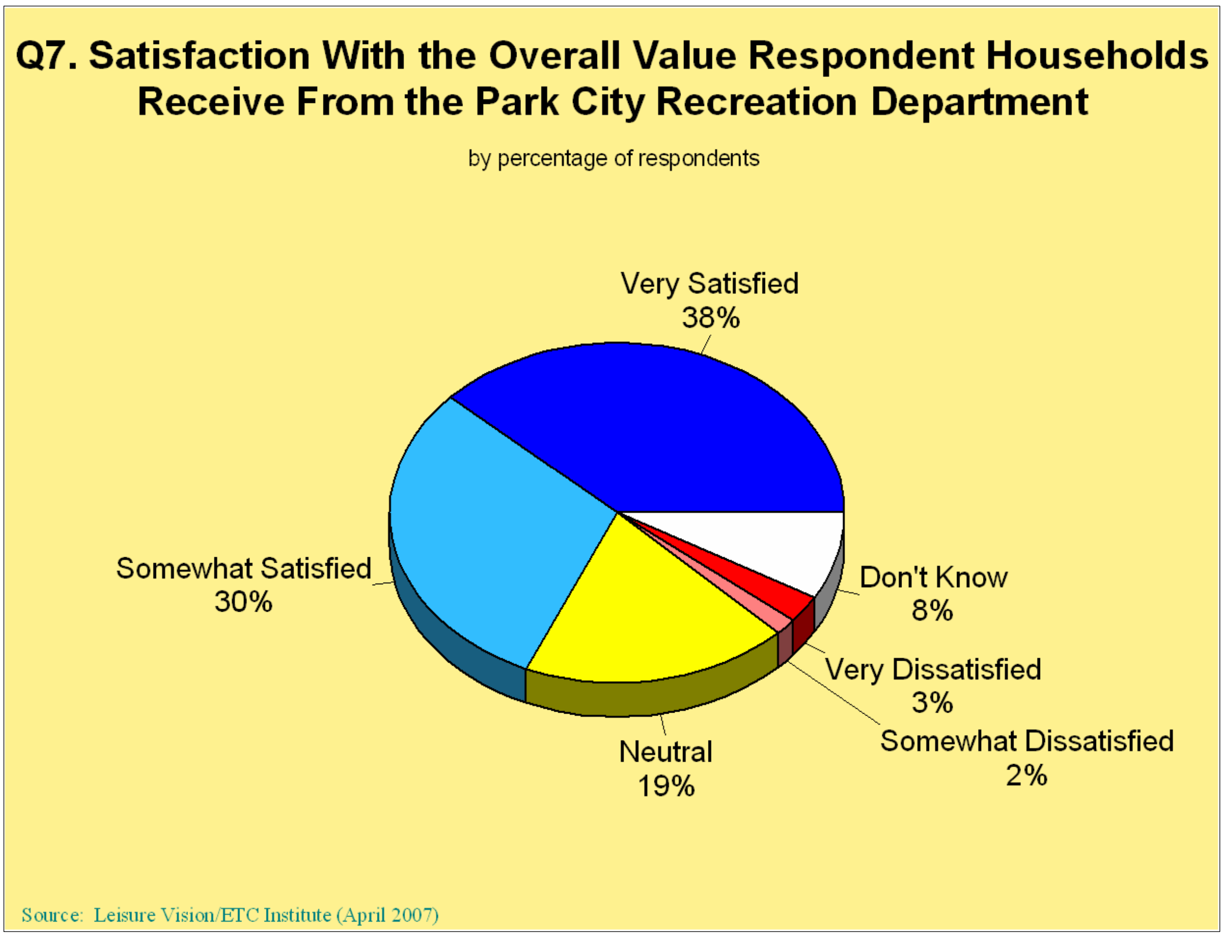
- **Of the 85% of respondent households that have visited Park City parks during the past 12 months, 92% rated the parks as either excellent (37%) or good (55%).** In addition, 7% rated the parks as fair and 1% rated them as poor.



Level of Satisfaction Received from the Park City Recreation Department

Respondents were asked to rate their level of satisfaction with the overall value their household receives from the Park City Recreation Department. The following summarizes key findings:

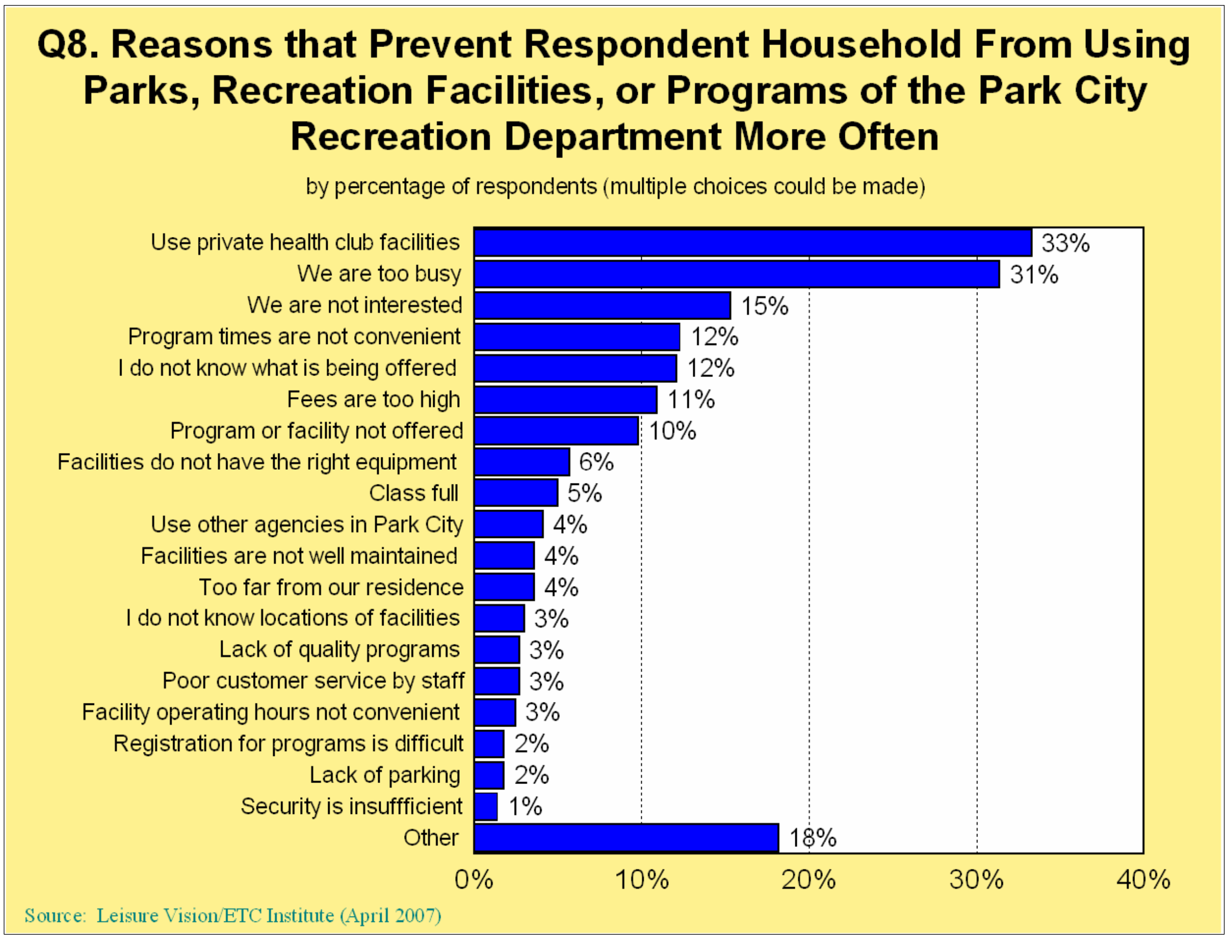
- **Sixty-eight percent (68%) of respondents indicated being either very satisfied (38%) or somewhat satisfied (30%) with the overall value their household receives from the Park City Recreation Department.** In addition, only 5% of respondents indicated being either very dissatisfied (3%) or somewhat dissatisfied (2%) with the overall value received from the Recreation Department. An additional 19% of respondents indicated “neutral” and 8% indicated “don’t know”.



Reasons Preventing the Use of Parks, Facilities, and Programs More Often

From a list of 19 reasons, respondents were asked to select all of the ones that prevent them and members of their household from using parks, recreation facilities, and programs of the Park City Recreation Department more often. The following summarizes key findings:

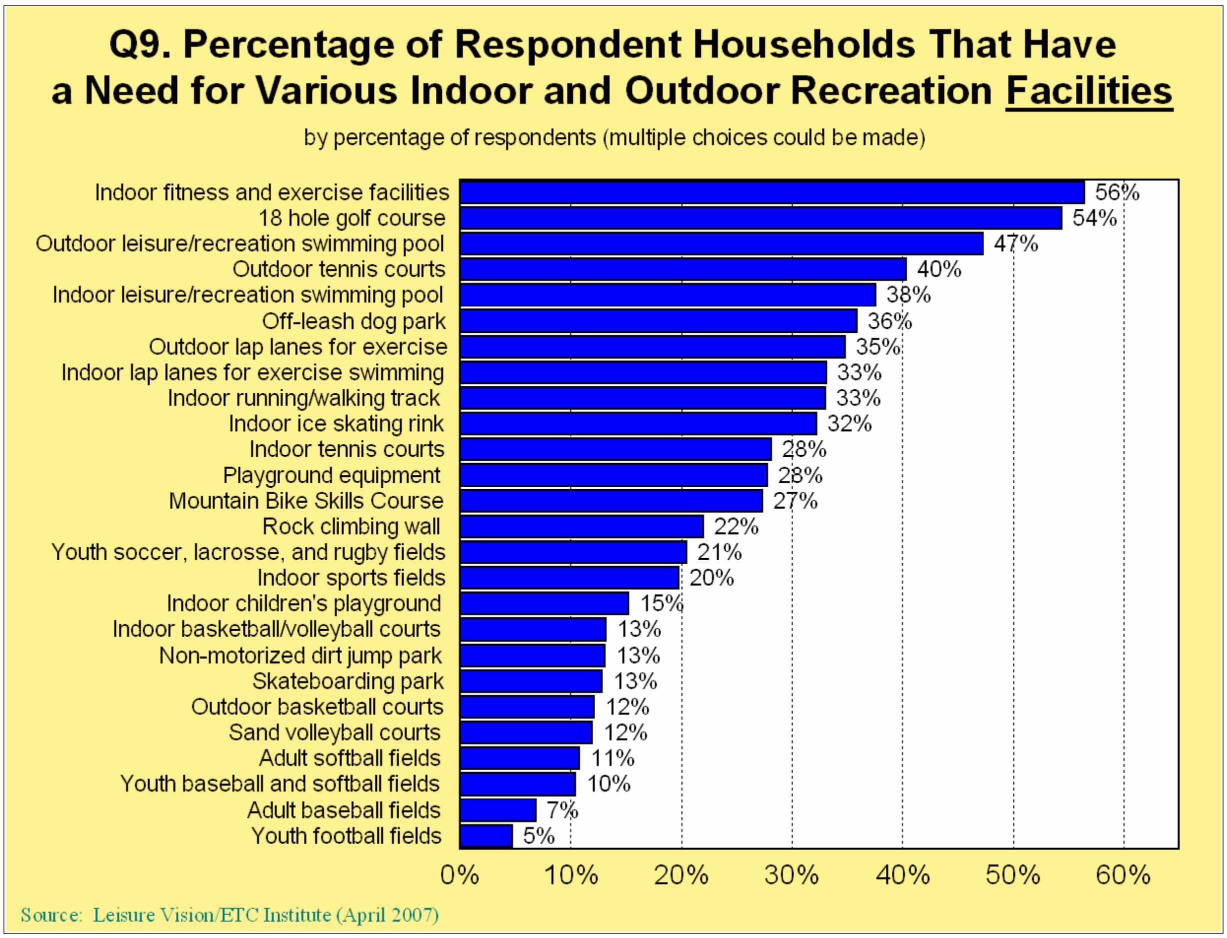
- **The reasons preventing the highest percentage of respondent households from using Park City parks, recreation facilities, and programs more often are: use private health club facilities (33%) and we are too busy (31%).**



Need For Indoor and Outdoor Recreational Facilities

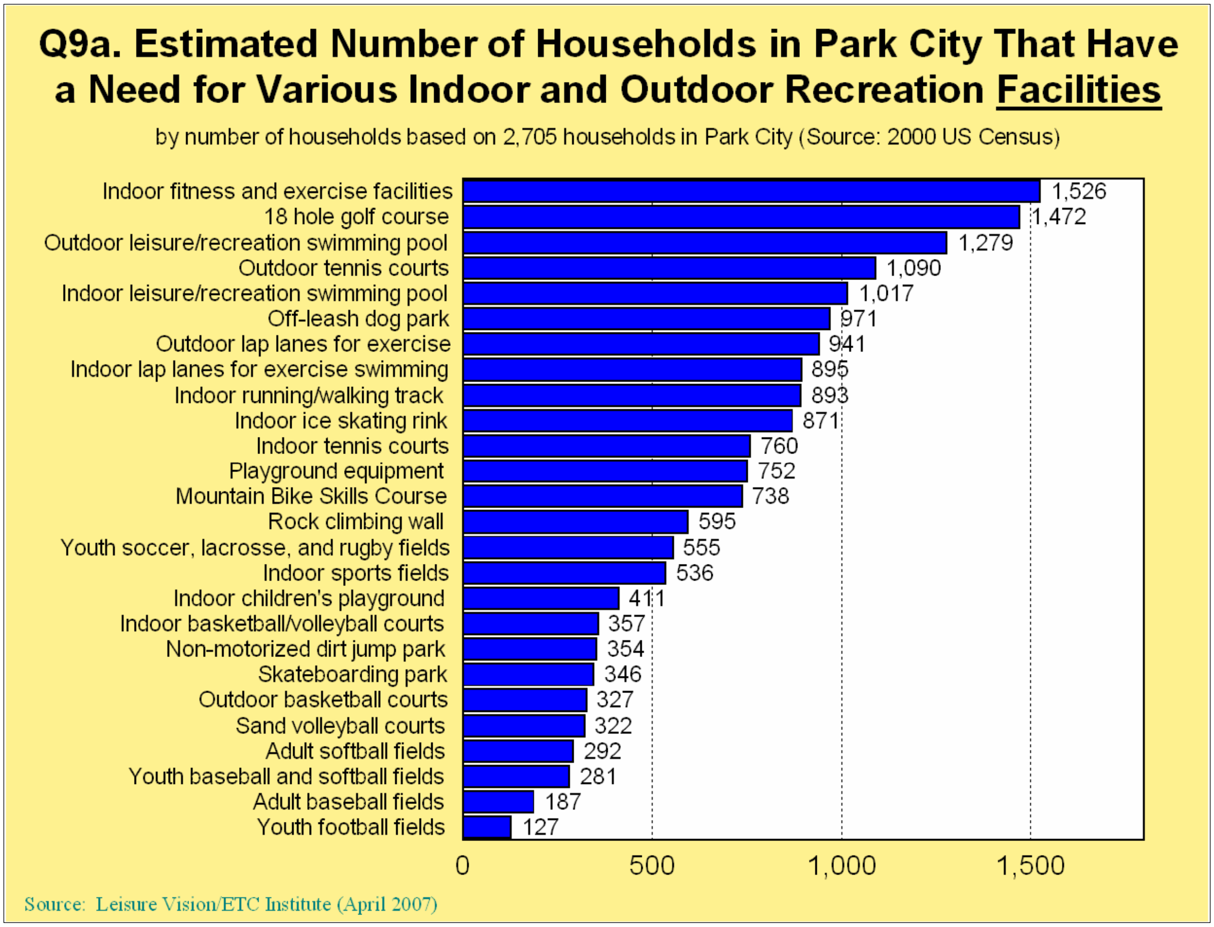
From a list of 26 various indoor and outdoor recreational facilities, respondents were asked to indicate which ones they and members of their household have a need for. The following summarizes key findings:

- **There are four indoor and outdoor recreational facilities that at least 40% of respondent households have a need for: indoor fitness and exercise facilities (56%), 18 hole golf course (54%), outdoor leisure/recreation swimming pool (47%) and outdoor tennis courts (40%).**



Need For Indoor and Outdoor Recreational Facilities in Park City

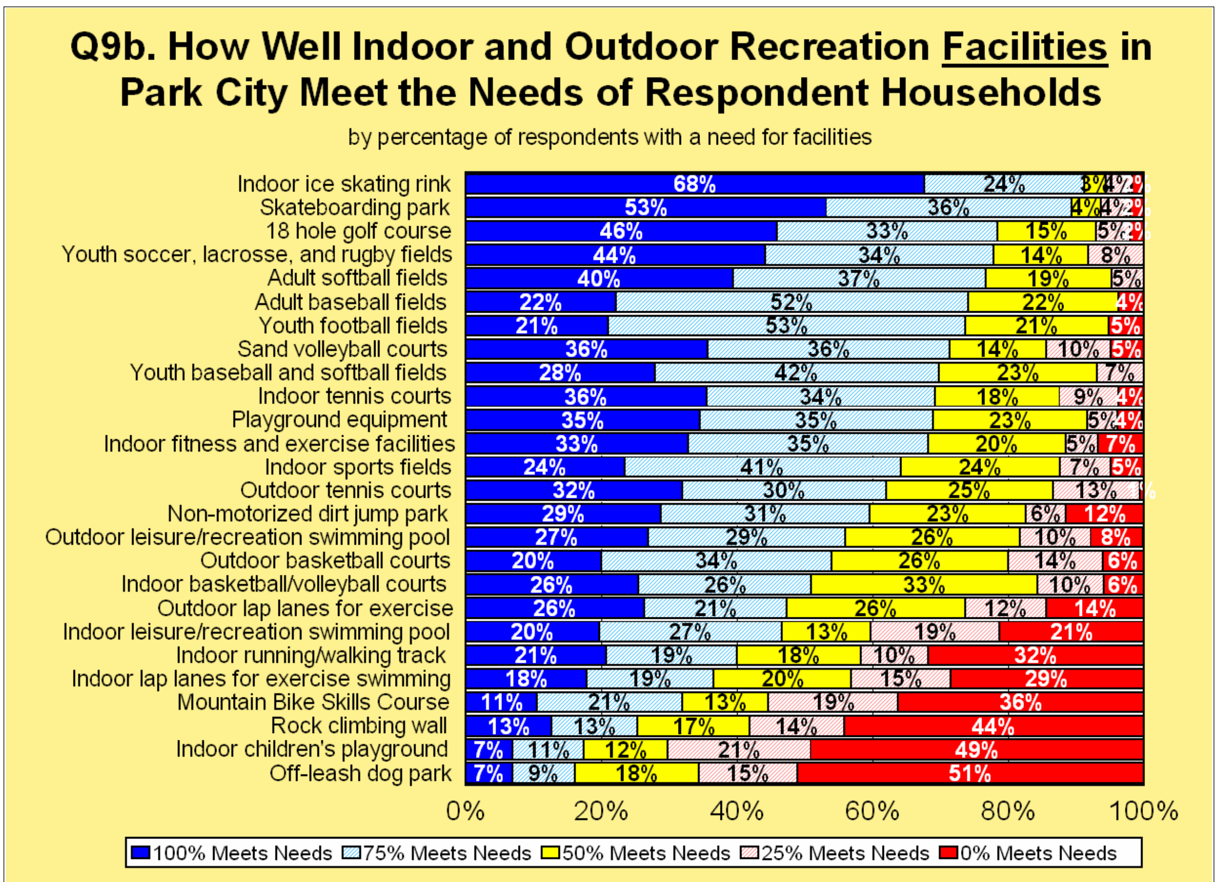
From the list of 26 indoor and outdoor recreational facilities, respondents were asked to indicate which ones they and members of their household have a need for. The graph below shows the estimated number of households in Park City that have a need for various indoor and outdoor recreational facilities, based on 2,705 households in the City.



How Well Indoor and Outdoor Recreational Facilities Meet Needs

From the list of 26 indoor and outdoor recreational facilities, respondent households that have a need for facilities were asked to indicate how well those types of facilities in Park City meet their needs. The following summarizes key findings:

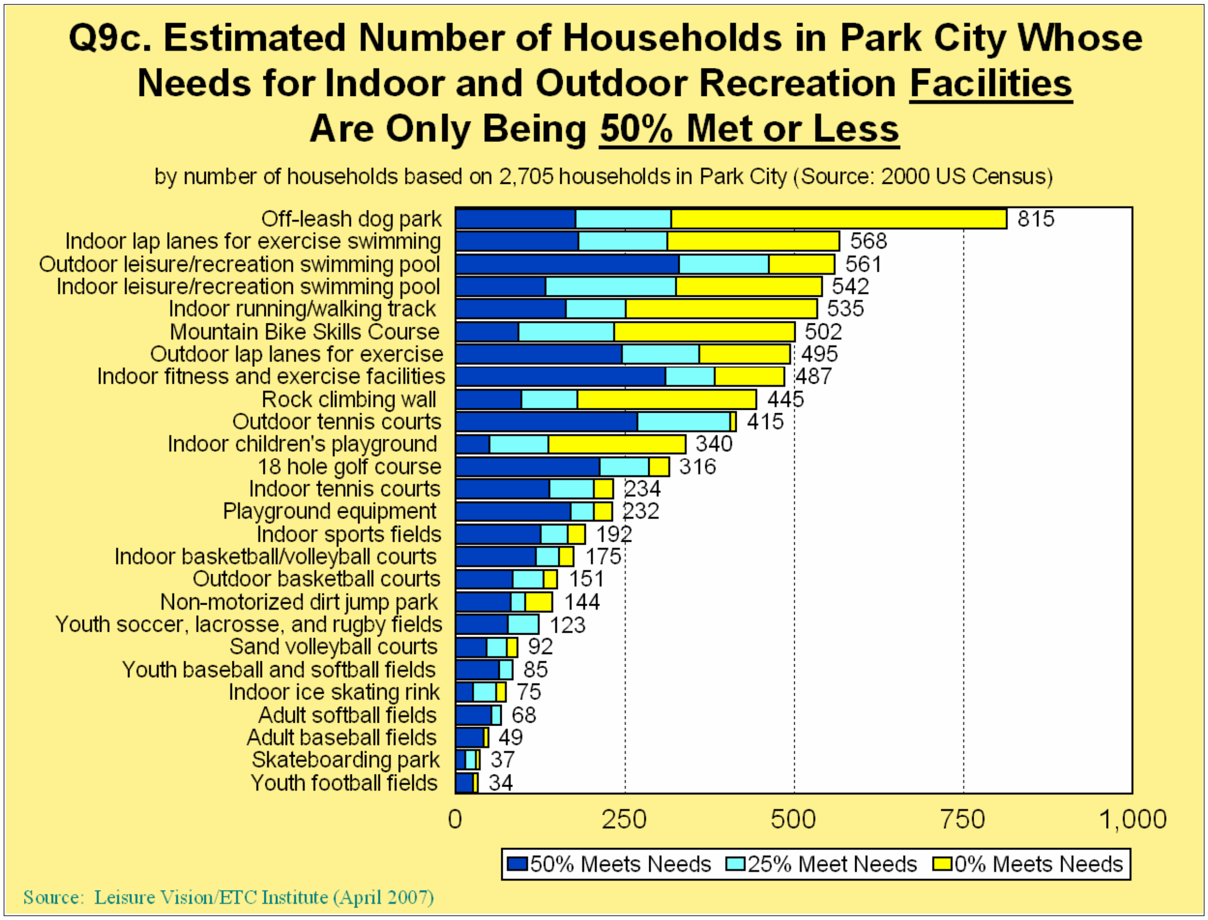
- **There are two indoor/outdoor facilities that completely meet the needs of over 50% of respondent households that have a need for the facility: indoor ice skating rink (68%) and skateboard park (53%).**



Source: Leisure Vision/ETC Institute (April 2007)

Park City Households with Their Facility Needs Being 50% Met or Less

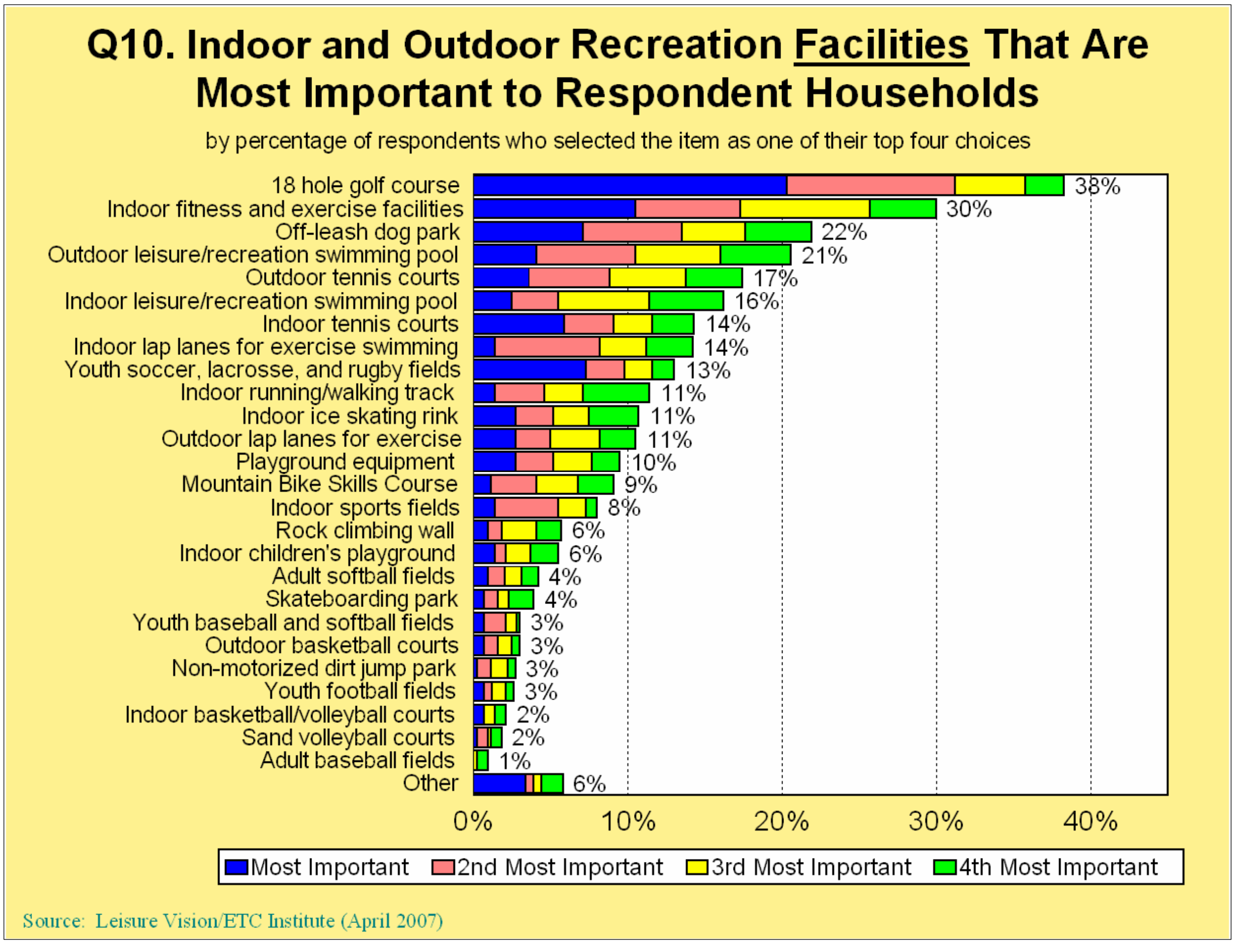
From the list of 26 indoor and outdoor recreational facilities, respondent households that have a need for facilities were asked to indicate how well those types of facilities in Park City meet their needs. The graph below shows the estimated number of households in Park City whose needs for facilities are only being 50% met or less, based on 2,705 households in the City.



Most Important Indoor and Outdoor Recreation Facilities

From the list of 26 indoor and outdoor recreational facilities, respondents were asked to select the four facilities that are most important to their household. The following summarizes key findings:

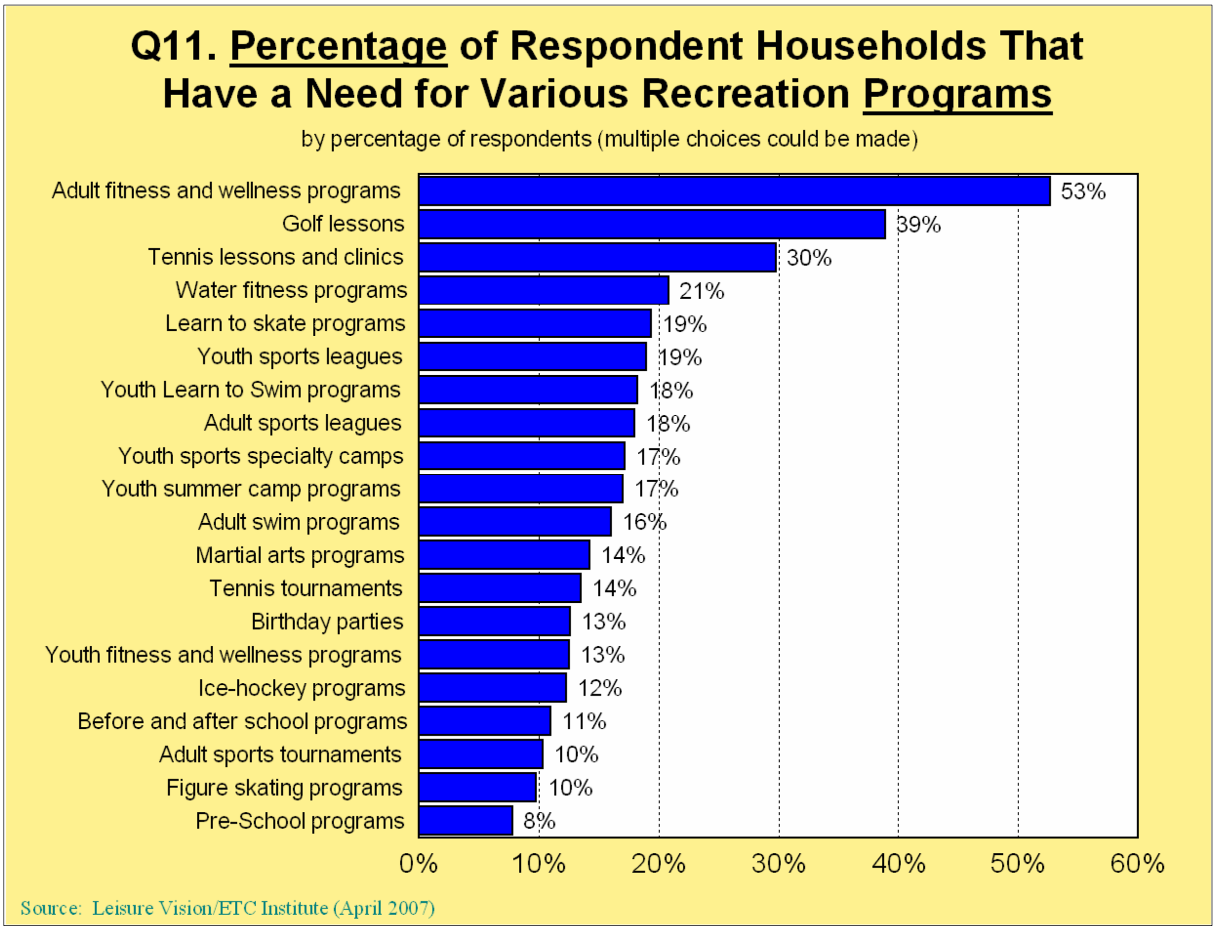
- **Based on the sum of their top 4 choices, the facilities that are most important to respondent households are: 18 hole golf course (38%), indoor fitness and exercise facilities (30%), off-leash dog park (22%) and outdoor leisure/recreation swimming pool (21%).** It should also be noted that an 18 hole golf course had the highest percentage of respondents select it as their first choice as the most important indoor/outdoor recreational facility.



Need For Recreation Programs

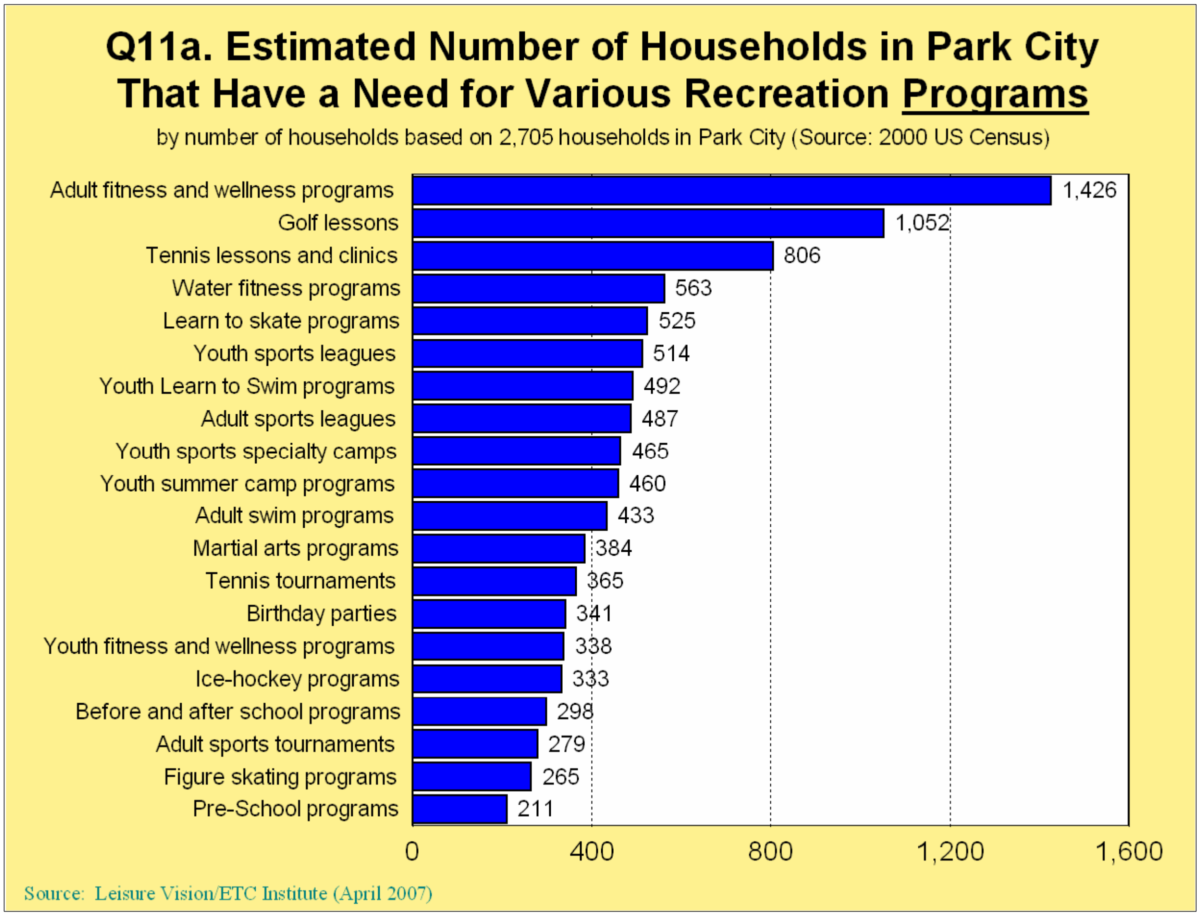
From a list of 20 recreation programs, respondents were asked to indicate all of the ones that they and members of their household have a need for. The following summarizes key findings:

- **There are three recreation programs that at least 30% of respondent households have a need for: adult fitness and wellness programs (53%), golf lessons (39%), and tennis lessons and clinics (30%).**



Need For Recreation Programs in Park City

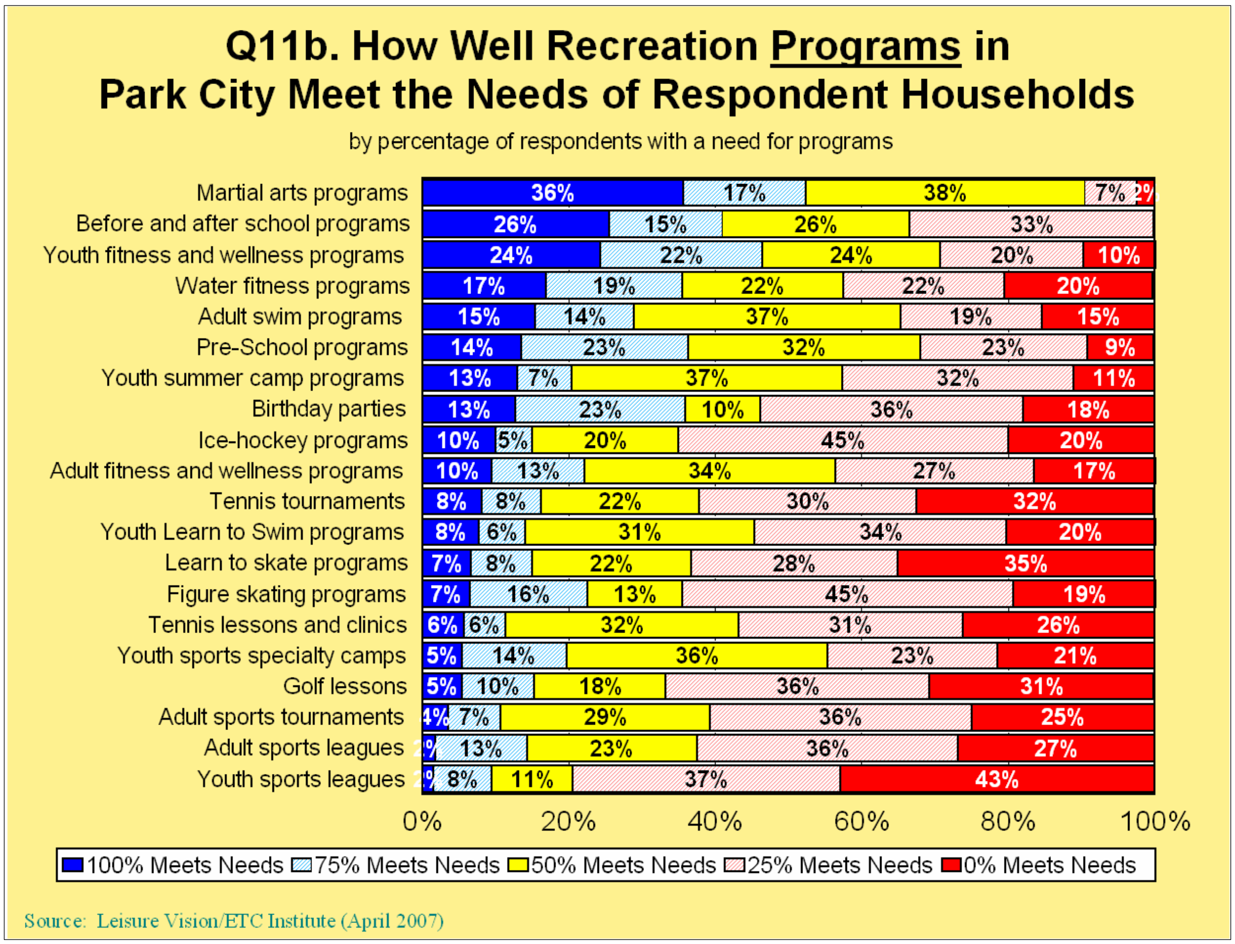
From the list of 20 recreation programs, respondents were asked to indicate which ones they and members of their household have a need for. The graph below shows the estimated number of households in Park City that have a need for recreation programs, based on 2,705 households in the City.



How Well Recreation Programs Meet Needs

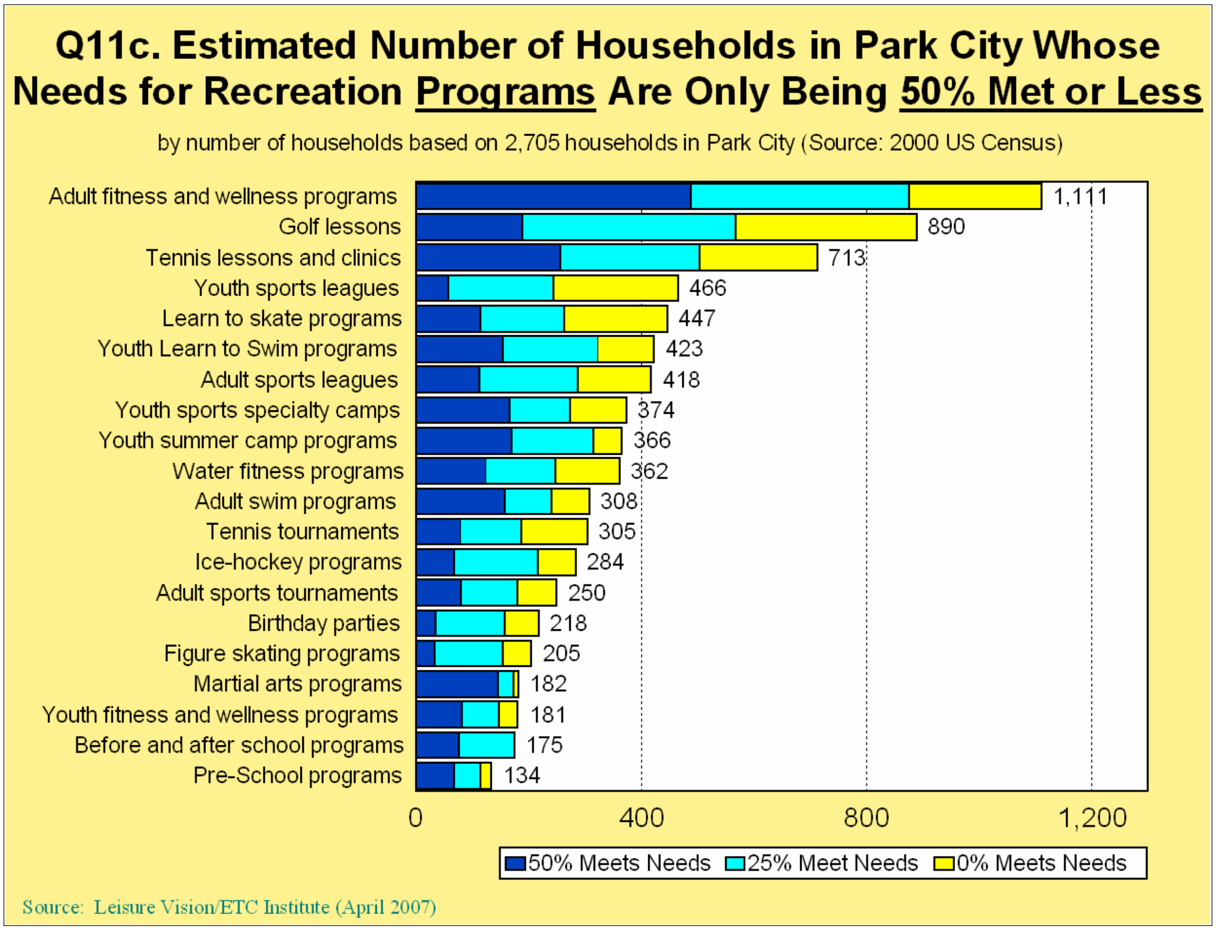
From the list of 20 recreation programs, respondent households that have a need for programs were asked to indicate how well those types of programs in Park City meet their needs. The following summarizes key findings:

- **All 20 programs have less than 40% of respondents indicate the program completely meets the needs of their household.**



Park City Households with Their ***Program*** *Needs Being* ***50% Met or Less***

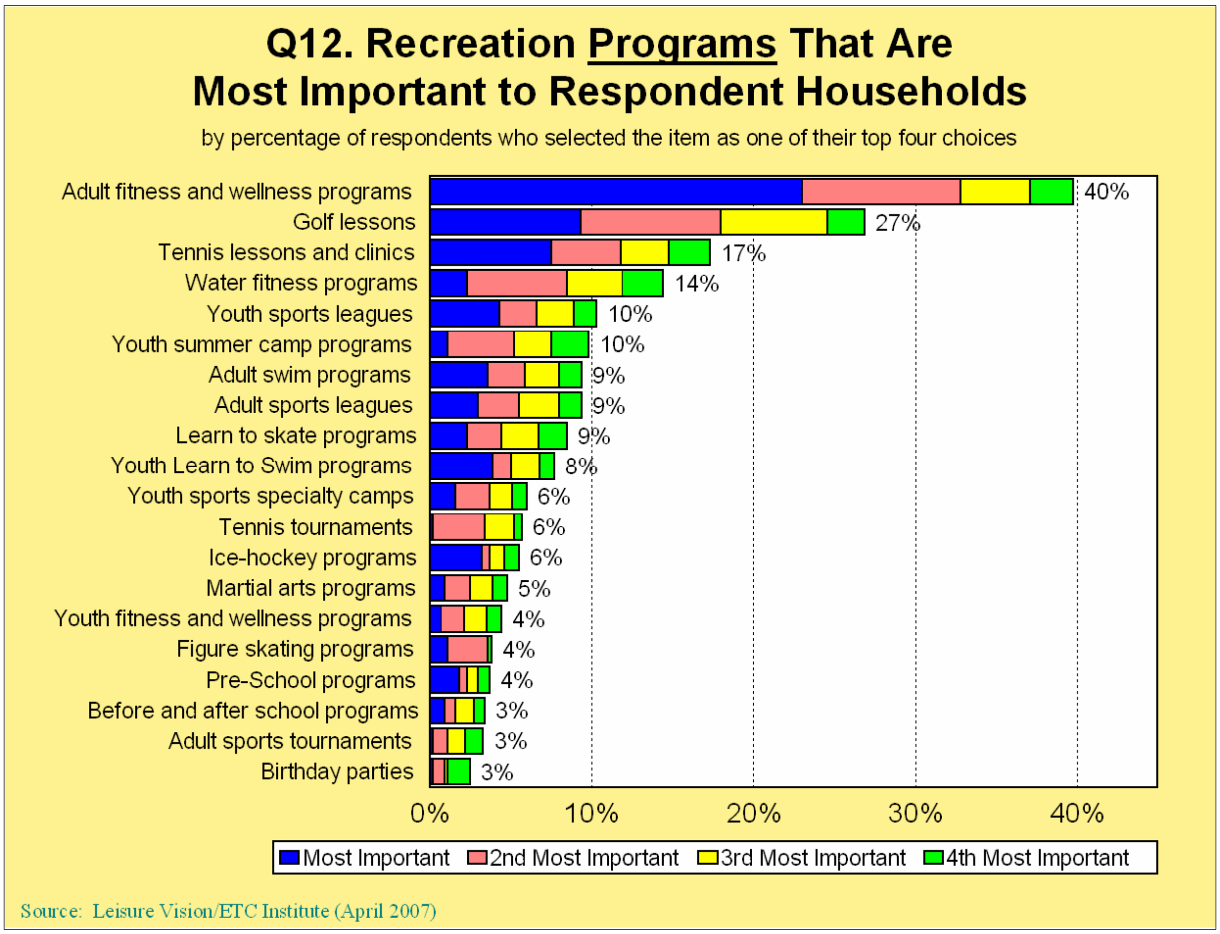
From the list of 20 recreation programs, respondent households that have a need for programs were asked to indicate how well those programs meet their needs. The graph below shows the estimated number of households in Park City whose needs for programs are only being 50% met or less, based on 2,705 households in the City.



Most Important Recreation Programs

From the list of 20 recreation programs, respondents were asked to select the four that are most important to their household. The following summarizes key findings:

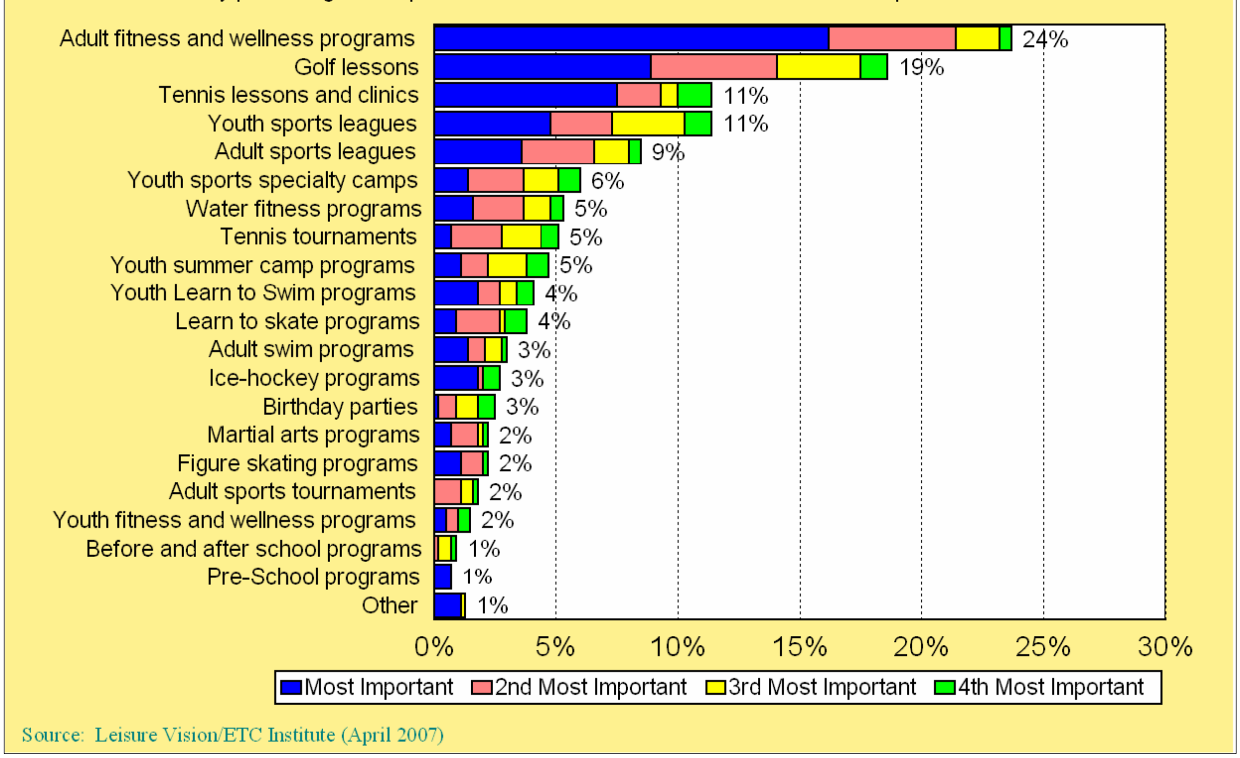
- **Based on the sum of their top 4 choices, the programs that are most important to respondent households are: adult fitness and wellness programs (40%), golf lessons (27%), and tennis lessons (17%).** It should also be noted that adult fitness and wellness programs had the highest percentage of respondents select it as their first choice as the most important program.



<u>Programs</u> Respondents Currently Participate in Most Often

From the list of 20 recreation <u>programs</u>, respondents were asked to select the four that their household currently participates in most often at Park City Recreation Department facilities. The following summarizes key findings:

- **Based on the sum of their top 4 choices, the programs that respondent households currently participate in most often at Park City Recreation Department facilities are: adult fitness and wellness programs (24%) and golf lessons (19%).** It should also be noted that adult fitness and wellness programs had the highest percentage of respondents select it as their <u>first choice</u> as the program they currently participate in most often at Park City Recreation Department facilities.

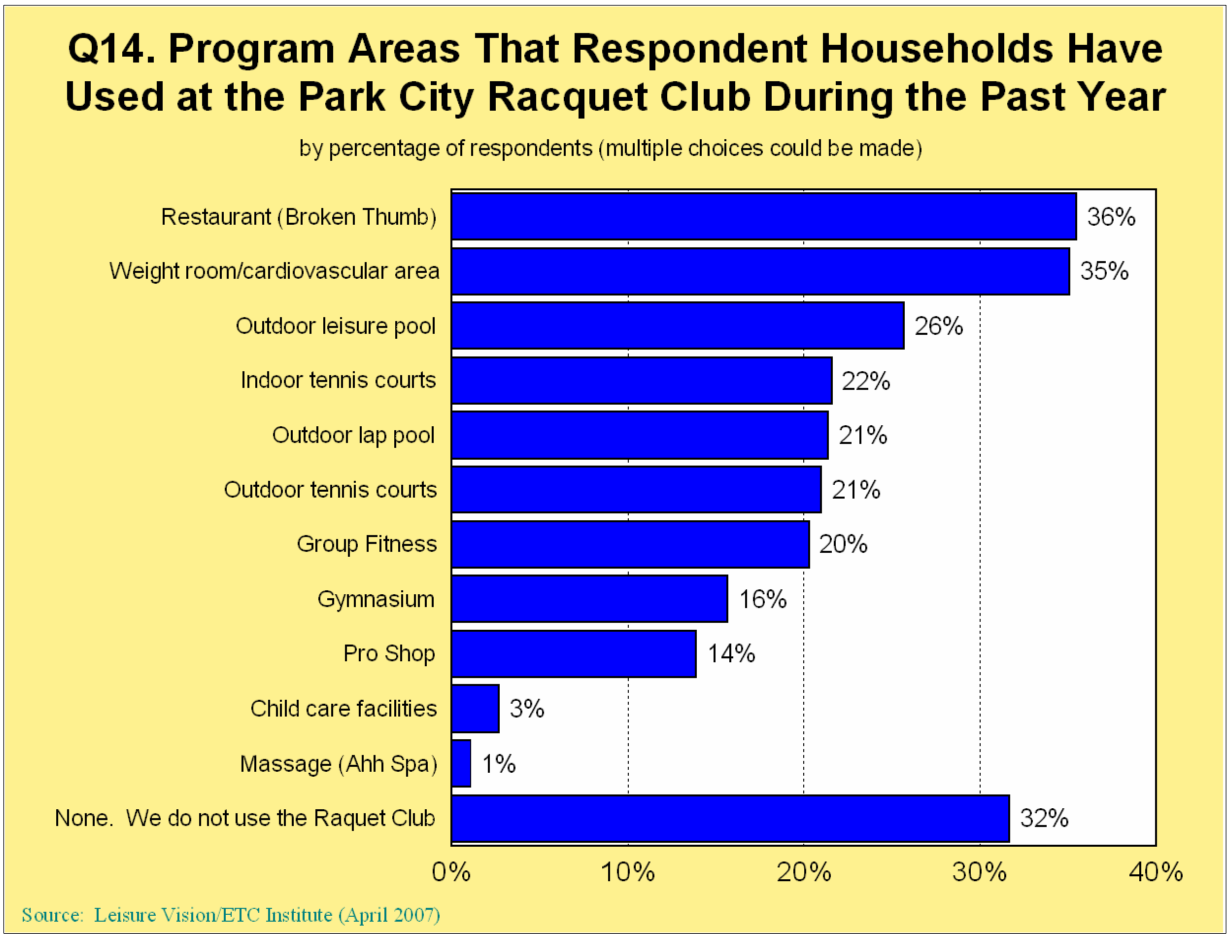


Q13. Recreation <u>Programs</u> That Respondents Currently Participate in Most Often at Park City Recreation Department Facilities
by percentage of respondents who selected the item as one of their top four choices

Programming Areas Used at the Park City Racquet Club

From a list of 11 major programming areas at the Park City Racquet Club, respondents were asked to indicate all of the areas that members of their household have used during the past 12 months. The following summarizes key findings:

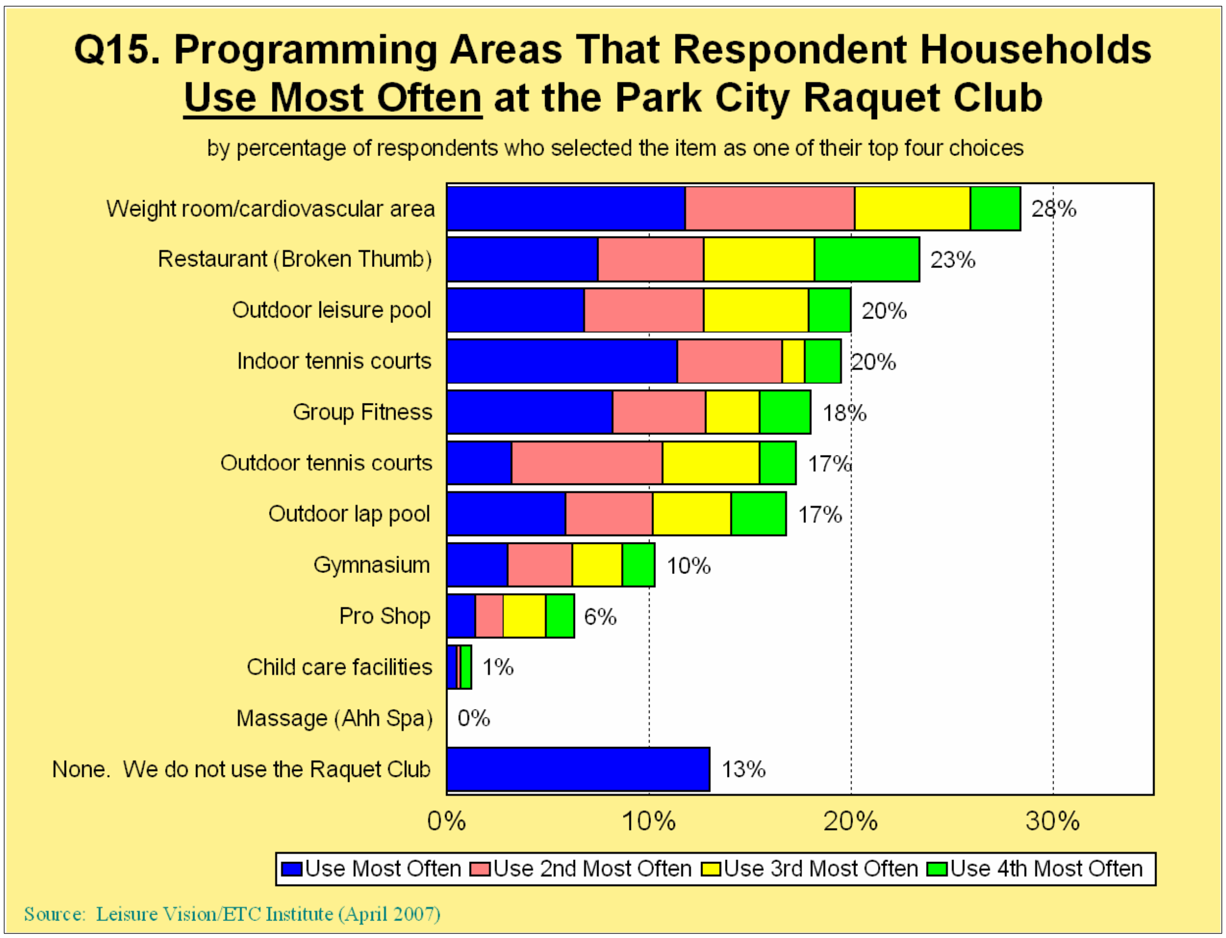
- **The programming areas that the highest percentage of respondent households have used during the past 12 months at the Park City Racquet Club are: restaurant – Broken Thumb (36%), weight room/cardiovascular area (35%) and outdoor leisure pool (26%).**



Programming Areas Used Most Often

From the list of 11 major programming areas at the Park City Racquet Club, respondents were asked to indicate the four they use most often at the Park City Racquet Club. The following summarizes key findings:

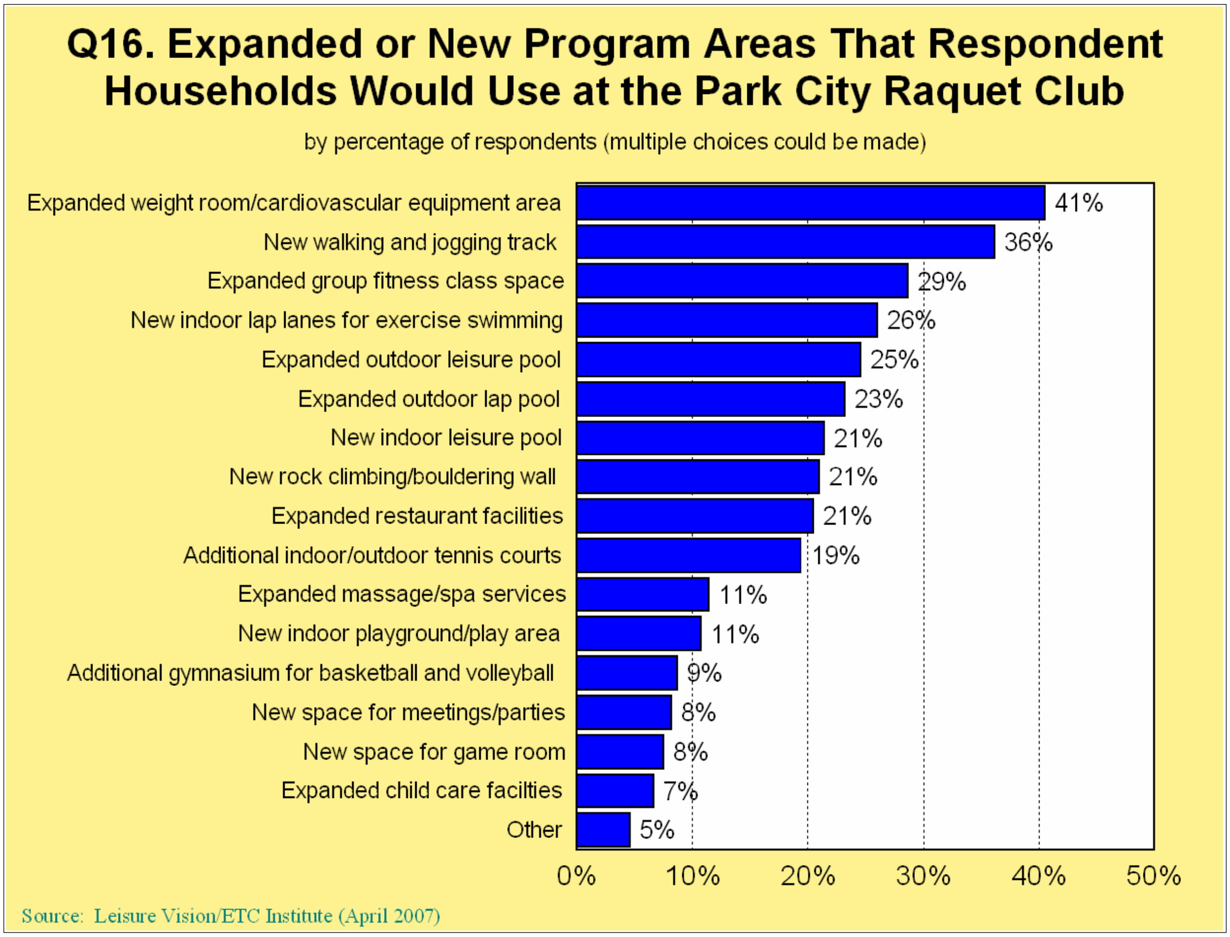
- **Based on the sum of their top 4 choices, the programming areas that respondent households use most often at the Park City Racquet Club are: weight room/cardiovascular area (28%), restaurant – Broken Thumb (23%), outdoor leisure pool (20%) and indoor tennis court (20%).** It should also be noted that weight room/cardiovascular area and indoor tennis courts had the highest percentage of respondents select them as their first choice as the areas they use most often at the Park City Racquet Club.



Expanded or New Programming Areas Respondents Would Use

From a list of 16 programming areas that could be expanded or added at the Park City Racquet Club, respondents were asked to select all of the areas that members of their household would use. The following summarizes key findings:

- **The programming areas that the highest percentage of respondent households would use if expanded or added at the Park City Racquet Club are: expanded weight room/cardiovascular area (41%) new walking and jogging track (36%) and expanded group fitness class space (29%).**

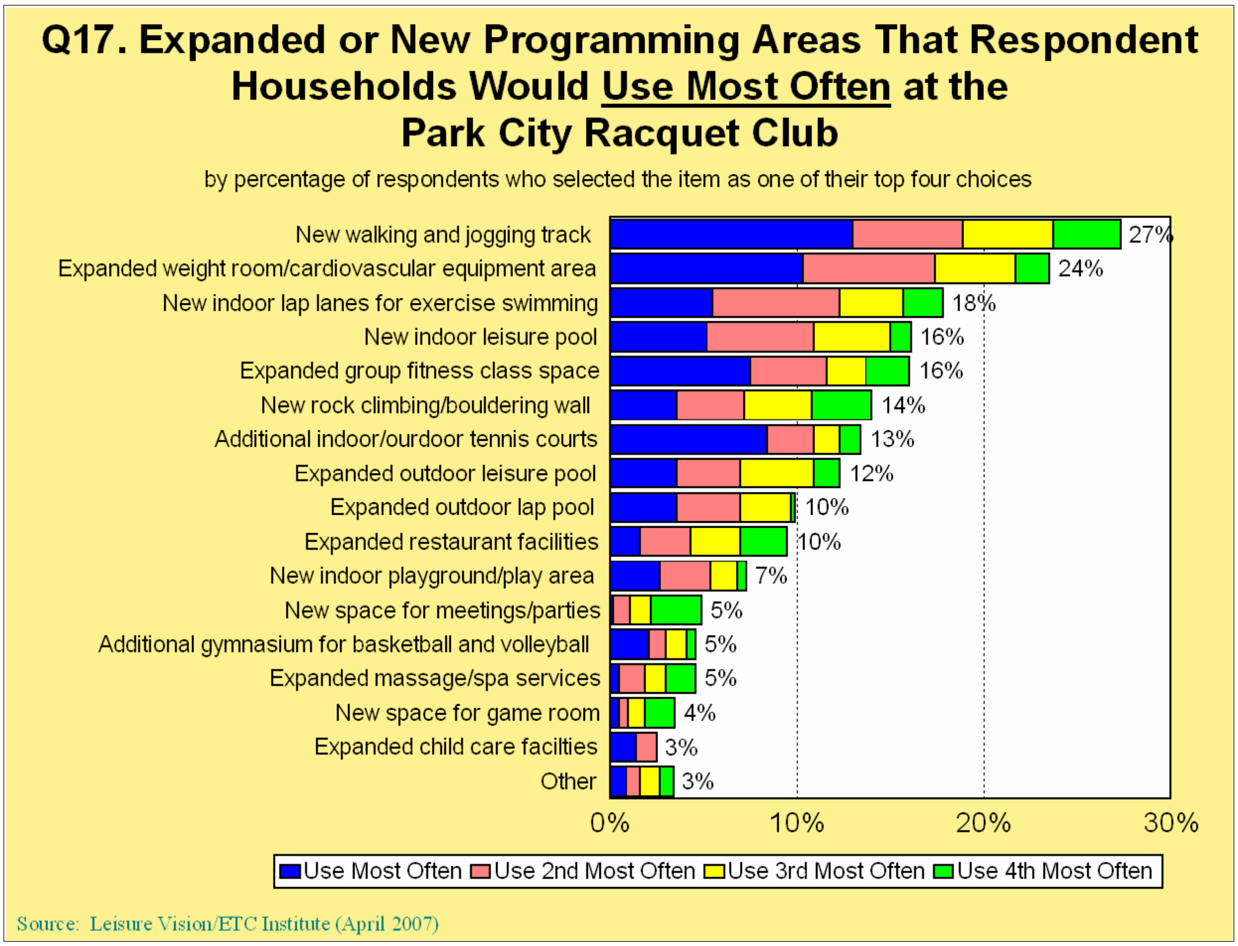


Expanded or New Programming Areas Respondents Would Use Most Often

From a the list of 16 programming areas that could be expanded or added at the Park City Racquet

Club, respondents were asked to select the four that members of their household use most often at the Park City Racquet Club. The following summarizes key findings:

- **Based on the sum of their top 4 choices, the programming areas that respondent households would use most often if expanded or added at the Park City Racquet Club are: new walking and jogging track (27%), expanded weight room/cardiovascular area (24%), and new indoor lap lanes for exercise swimming (18%).** It should also be noted that new walking and jogging track had the highest percentage of respondents select it as their first choice as the area they use most often at the Park City Racquet Club.

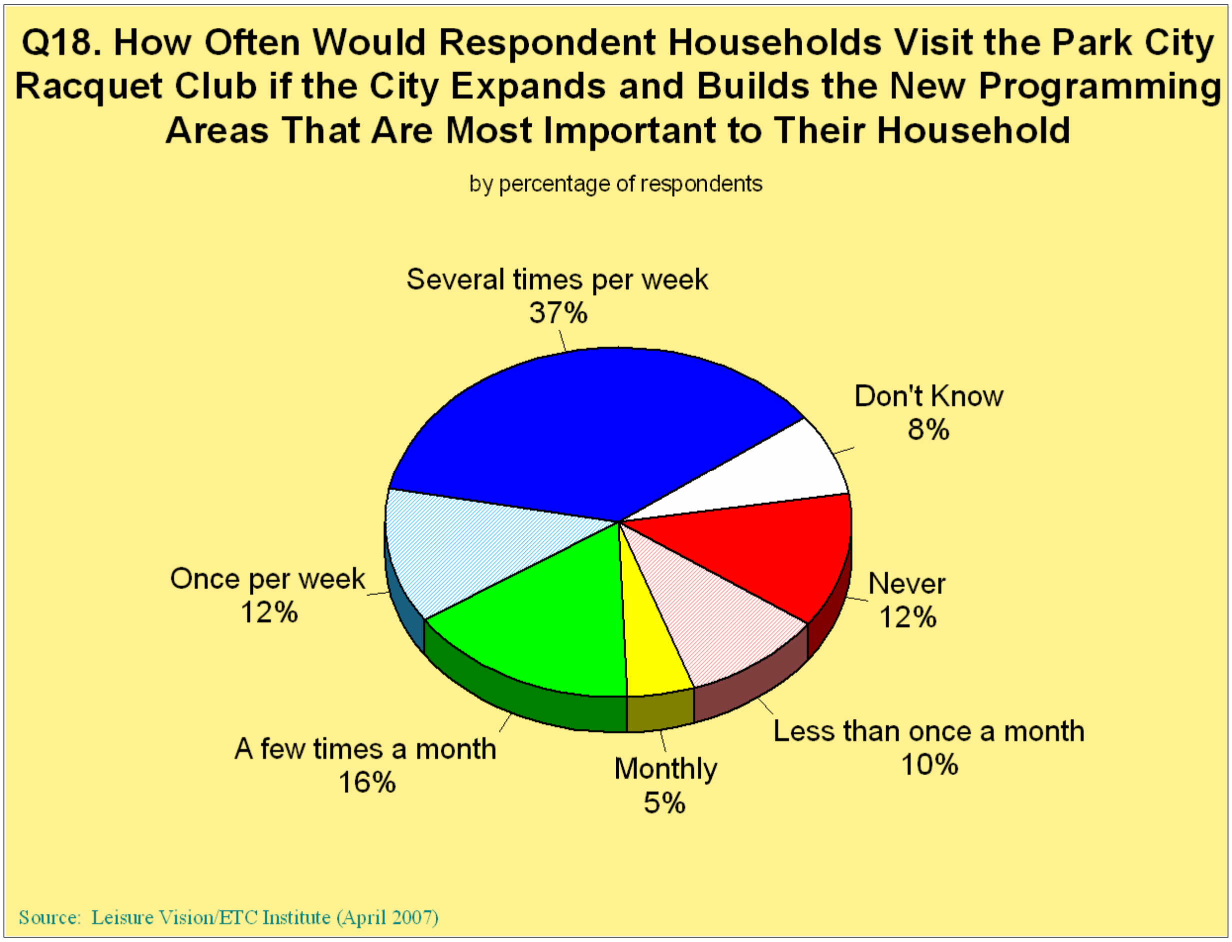


How Often Respondent Households Would Visit Park City Racquet Club

Respondents were asked how often their household would visit the Park City Racquet Club if it expands and builds new programming areas that are most important to them and members of their household.

The following summarizes key findings:

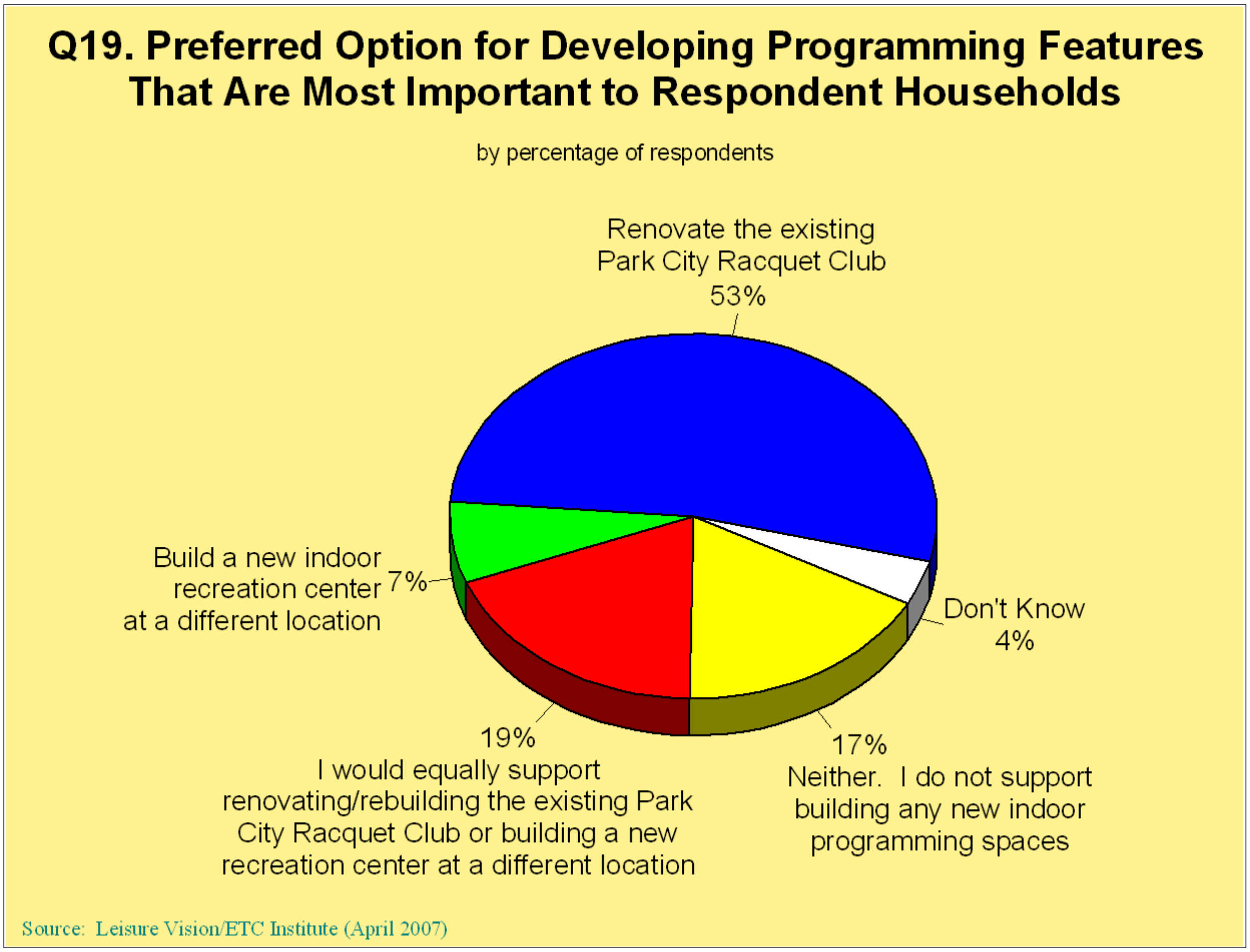
- **Sixty-five percent (65%) of respondent households would visit the Park City Racquet Club at least a few times a month if it expands and builds the programming areas most important to them.** In addition, 49% of respondent households would use the Park City Racquet Club at least once per week, and 37% would use it several times per week.



Options for Developing Programming Features

From a list of four options regarding the Park City Racquet Club, respondents were asked to indicate which option they would prefer to develop the programming features that are most important to their household. The following summarizes key findings:

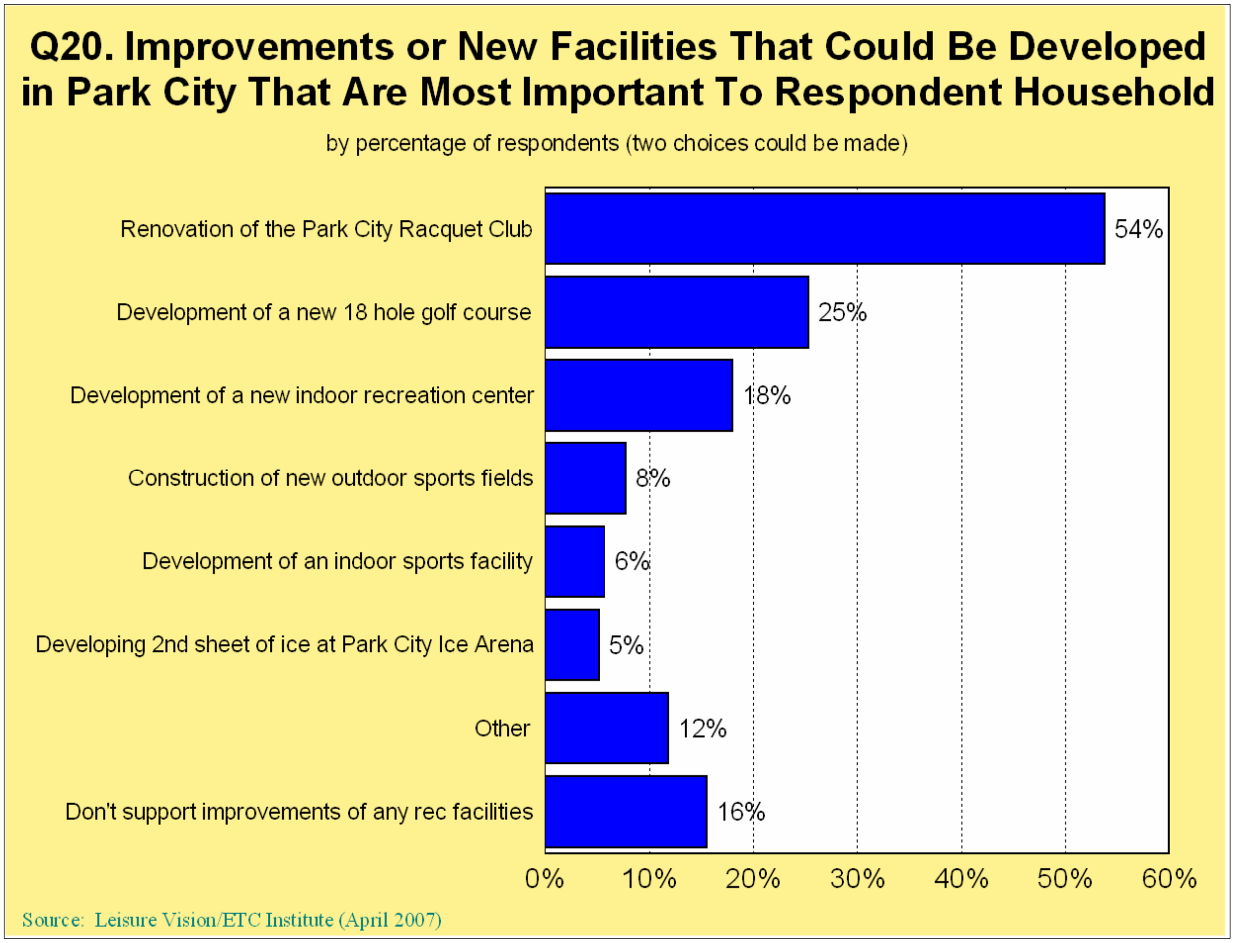
- **Fifty-three percent (53%) of respondents prefer renovating the existing Park City Racquet Club.**



Potential Major Improvements in Park City

From a list of six major improvements of new outdoor and indoor recreation, fitness, and aquatic facilities that could be developed in Park City, respondents were asked to select the two improvements or new facilities that are most important to their household. The following summarizes key findings:

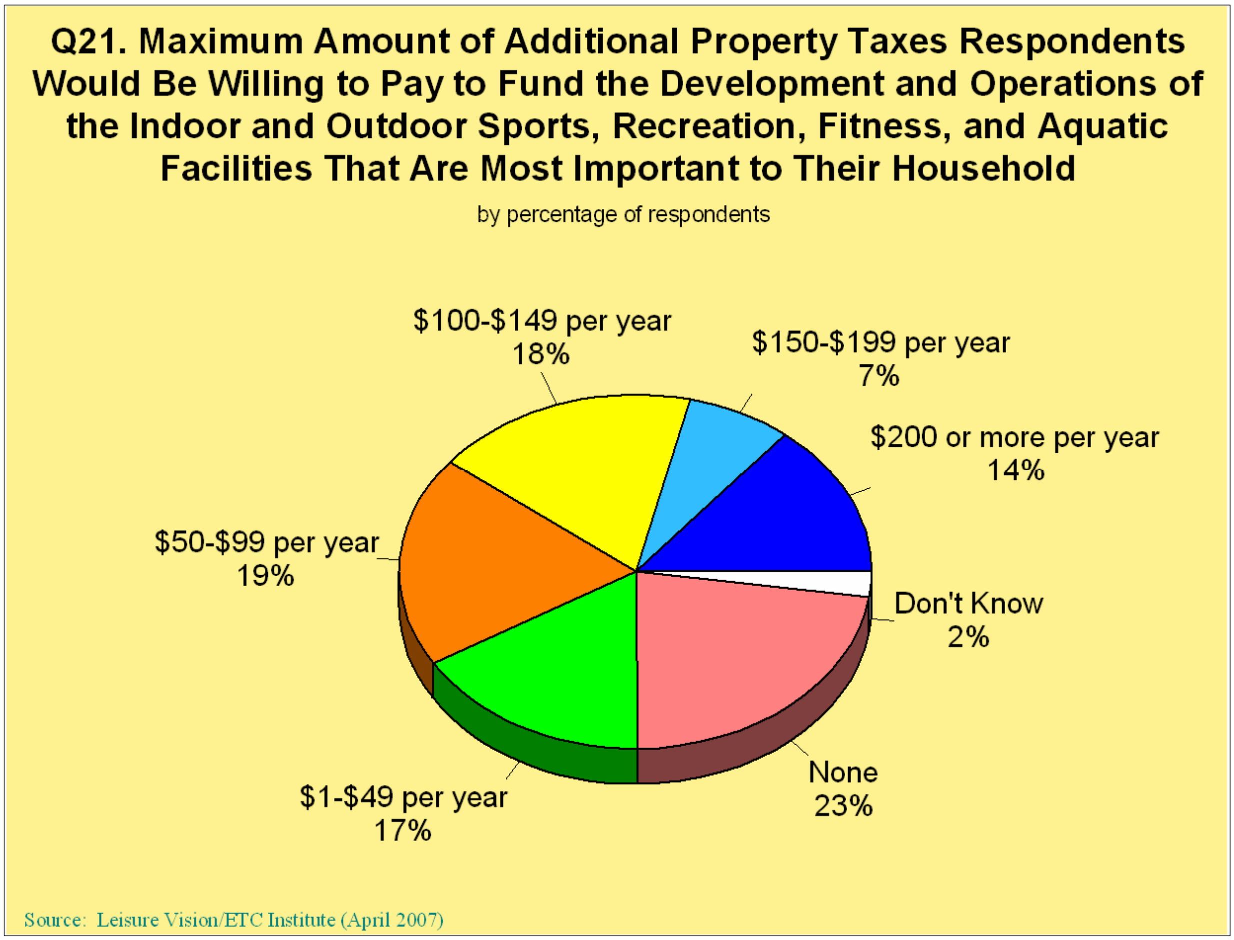
- **Based on the sum of their top two choices, the renovation of the Park City Racquet Club (54%) was rated as the most important improvement that could be developed in Park City.**



Paying Additional Property Taxes

Respondents were asked to indicate the maximum amount of additional annual property taxes they would be willing to pay to fund the development and operations of the indoor and outdoor sports, recreation, fitness, and aquatic facilities that are most important to their household. The following summarizes key findings:

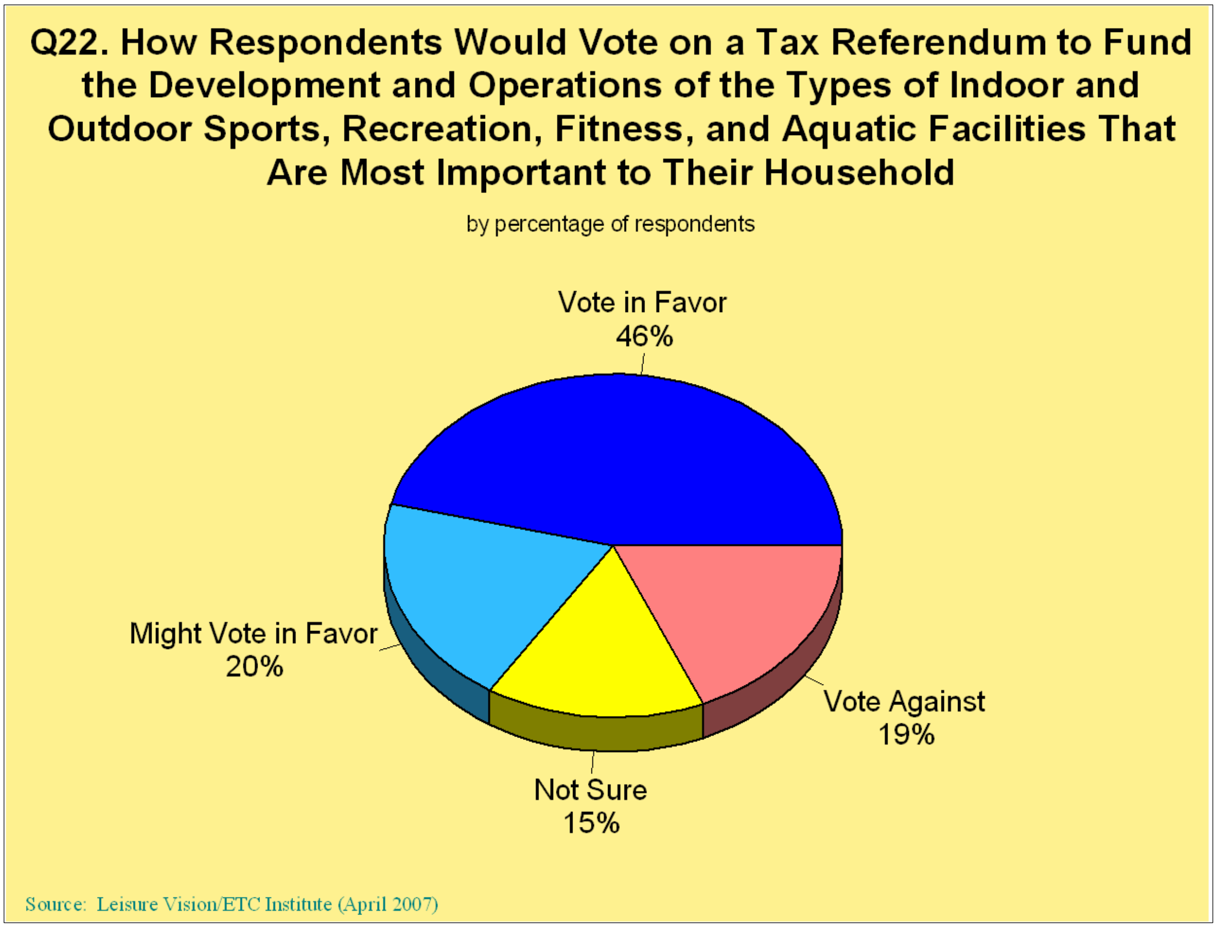
- **Fifty-eight percent (58%) of respondents indicated they would pay at least $50 per year in additional property taxes to fund the development and operations of the indoor and outdoor sports, recreation, fitness, and aquatic facilities that are most important to their household.**



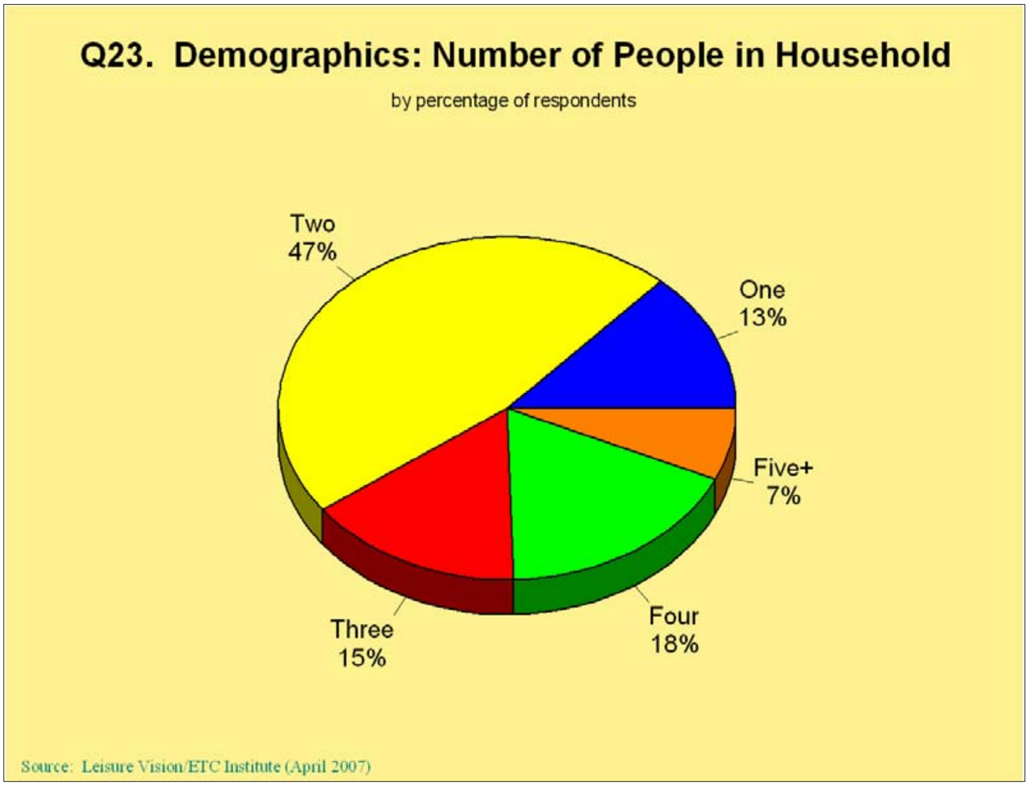
Voting on a Tax Referendum

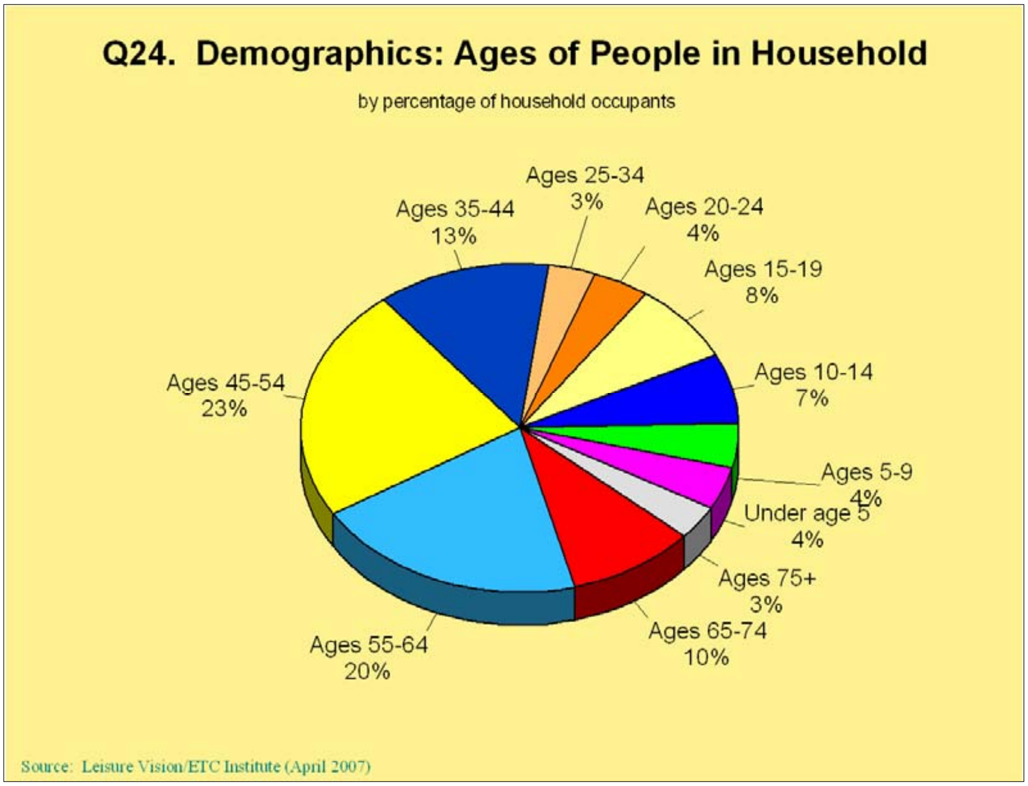
Respondents were asked how they would vote on a tax referendum to fund the development and operations of the types of indoor and outdoor sports, recreation, fitness, and aquatic facilities that are most important to their household and for the amount of additional property taxes they're willing to pay. The following summarizes key findings:

- **Sixty-six percent (66%) of respondents would either vote in favor (46%) or might vote in favor (20%) of a tax referendum to fund the development and operations of the most important types of facilities.** In addition, 19% of respondents would vote against the tax referendum, and 15% indicated "not sure".

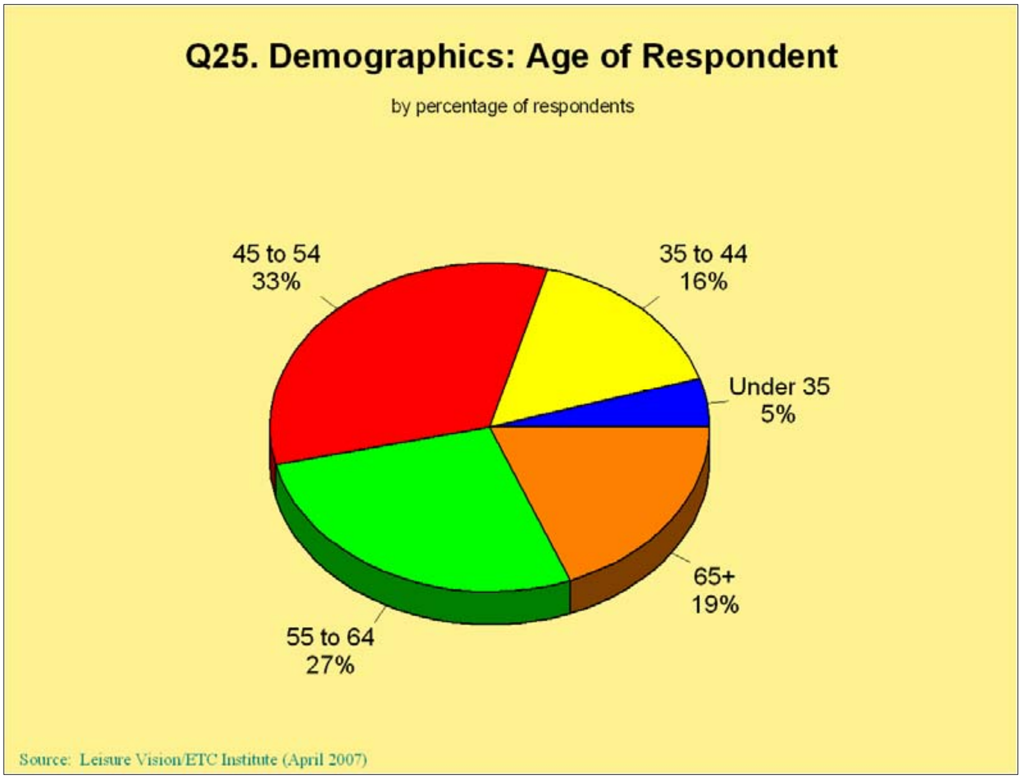


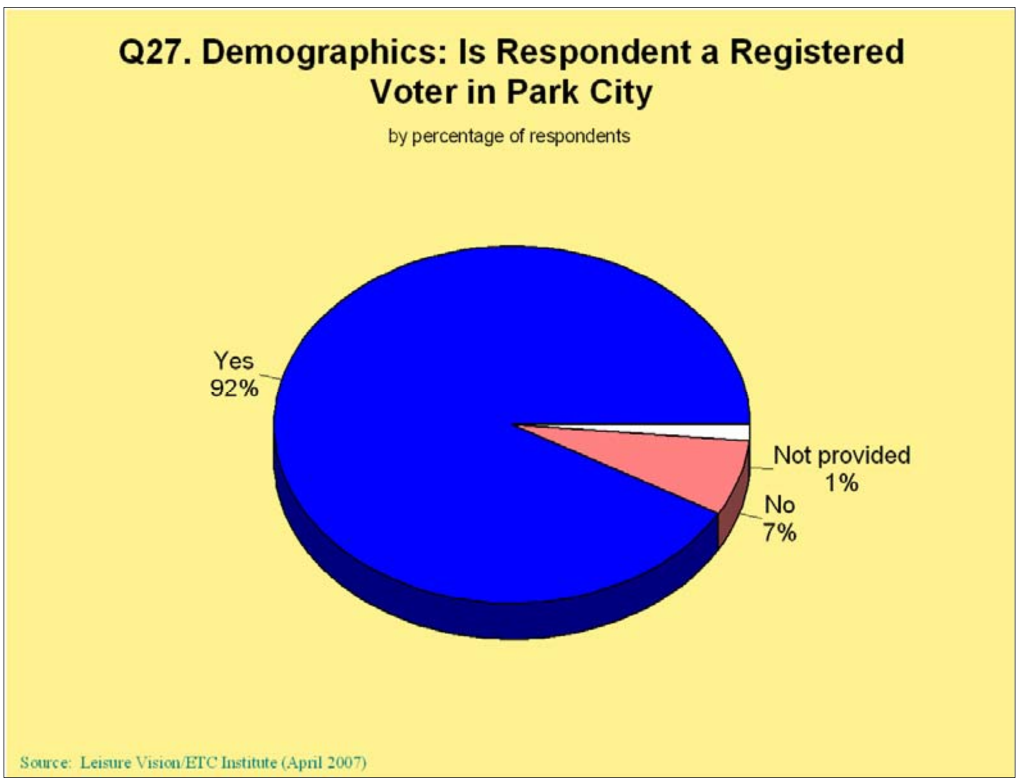
Demographics



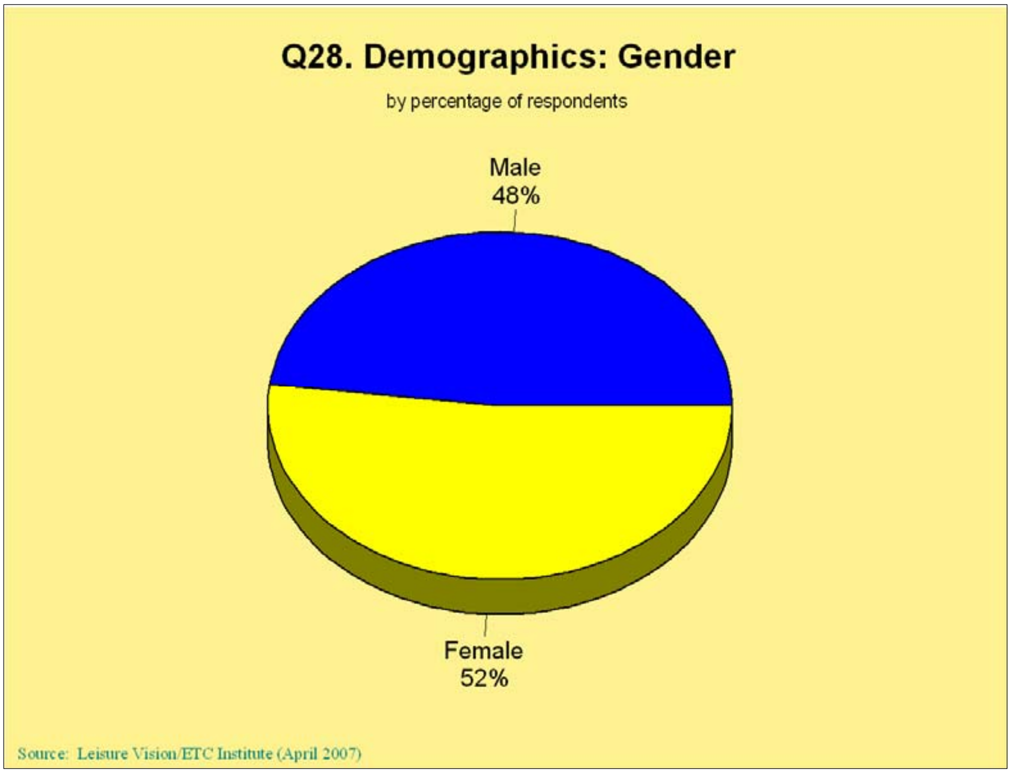


Demographics (Continued)





Demographics (Continued)



City Council
Staff Report

Author:	**Gary Hill**
Subject:	**FY 2007 Revised Budget, FY 2008 Budget, FY 2009 Fiscal Plan**
Date:	**May 3, 2007**
Type of Item:	**Discussion/Legislative**

Budget, Debt, & Grants

Description:

Topic:
FY 2006 Revised Budget and FY 2007 Budget

Background:
On April 30th staff delivered the City Manager's Recommended Budget (Tentative Budget) to City Council. Public hearings are currently scheduled for May 3rd, 17th, 24th, and 31st as well as for June 7th, 14th, and 21st. Discussion/action is slated for these dates as follows, barring changes as needed:

May 3rd - Budget Overview (Revenues, Expenditures), Pay Plan, and Council Compensation

May 17th – Operating Expenditures, Departmental Requests, Operating Revenues, and Special Service Contracts.

May 24th – Capital Improvement Projects, Ongoing Project updates, Walkability Overview, and new projects.

May 31st – Capital Improvement Projects (continued), Walkability Implementation, Water Capital Facilities Plan and Fees

June 7th – City Service Fees, Resort and Transit Tax ordinances, and adoption of the Tentative Budget

June 14th – Outstanding Issues

June 15th – Final Adoption of Budget

Analysis:
On May 3rd staff will focus on the City's proposed operating budget. Topics for discussion will include the following:

1) Budget Preparation Process and Overview

2) Update of the Financial Impact Assessment Report (FIAR)

3) Pay Plan and Council Compensation

4) Department Budget Requests (presented by Functional Teams)

Budget Preparation Process

The budget is a financial plan created to determine the resources which are required to meet service-level expectations and workload needs for the upcoming fiscal year(s). This is accomplished through a year-long, multi-step process in which input from City Council, neighborhoods, and City Departments are weighed against Council goals and priorities and available resources. Per City policy, these recommendations are brought to City Council at one time each year for discussion during the budget process. Attachment A to this staff report (which was first presented to City Council in January) summarizes this process and illustrates how input is received and the tools Council and Staff have available for budget decisions.

On January 17, 2007, City Council held its annual Visioning Session. Council Visioning is a key step in the budget preparation process, as Council revises long-range plans, reviews Council Goals, and sets general priorities. Consistent with City Council direction received during the Visioning Session, managers submit operating and capital requests to the Budget Department in January/February. Self-managed teams are required to prioritize their requests before they are submitted to the Budget office. Teams meet with the City Manager to determine the most appropriate way to meet operating service levels, and capital requests are reviewed and prioritized by the CIP Committee. All of these requests are then compared with revenue projections and weighed against Council priorities and subsequently developed into the City Manager's Recommended Budget. This information and process are summarized in Budget Volume I and an overview will be discussed with Council on May 3rd.

Overview of Proposed Operating Budget

The FY 2007 Adjusted Budget reflects a 1.63% increase from the FY 2007 Original Budget and an overall 11.7% increase from FY 2006 actual expenses (with capital excluded).

The FY 2008 Recommended Budget increases to $36,756,536, which is up approximately 5% from the FY 2007 Adjusted Budget. The FY 2009 Plan shows a 0.83% increase from the FY 2008 Recommended Budget. The largest changes to the FY 2008 Budget and FY 2009 Plan involve an update to the Employee Pay Plan to bring wages up to market levels, increasing debt service payments on previously approved and issued debt, and increased service levels in the Building, Police, and Golf Maintenance Departments.

Expenditure Summary by Major Object - All Funds

	FY 2004	FY 2005	FY 2006	FY 2007 Orig	FY 2007 Adj	FY 2008 Budget	FY 2009 Plan
Personnel	13,885,310	14,553,051	15,924,342	16,751,659	16,936,827	18,138,008	18,456,549
Materials, Supplies & Services	7,741,051	8,426,189	9,438,806	10,903,264	11,123,016	11,448,572	11,633,756
Capital Outlay	12,230,901	15,959,485	20,495,911	13,250,756	76,207,932	24,258,694	9,540,465
Debt Service	6,613,750	13,943,132	5,966,048	6,216,651	6,371,536	6,594,956	6,395,885
Contingencies	22,515	0	0	575,000	575,000	575,000	575,000
Actual Budget	**40,493,527**	**52,881,858**	**51,825,106**	**47,697,330**	**111,214,311**	**61,015,230**	**46,601,655**
Budget Excluding Capital	**28,262,626**	**36,922,372**	**31,329,195**	**34,446,574**	**35,006,379**	**36,756,536**	**37,061,190**
Interfund Transfers	14,054,357	29,203,184	29,115,806	9,440,285	11,993,847	9,026,480	8,809,266
Ending Balance	52,435,708	79,321,857	78,045,276	24,748,776	26,533,928	27,357,852	29,961,331
	66,490,065	**108,525,041**	**107,161,082**	**34,189,061**	**38,527,775**	**36,384,332**	**38,770,597**
Grand Total	**106,983,592**	**161,406,899**	**158,986,188**	**81,886,391**	**149,742,086**	**97,399,562**	**85,372,252**

Table 1 – Expenditure Summary

Table 1 shows Citywide expenditures by Major Object. The FY 2007 Adjusted Budget reflects a marginal increase in personnel expenses of 1.1%, from the FY 2007 Original Budget. The FY 2008 Recommended Budget shows a 7.1% increase in personnel from the FY 2007 Adjusted Budget. It is evident that much of this change to is largely due to Pay Plan Committee recommendations. The rest of the increases to personnel expenditures are due to either increased workload or increased levels of service in various departments, most notably Building, Public Safety, Transit, IT Services, and Golf Maintenance. Much of the increased personnel expense related to these options is offset with decreases in Materials, Supplies & Services budget.

The following pie charts show the distribution of budgeted operating expenses in FY 07 Adjusted, FY 08 Recommended Budget, and the FY 09 Fiscal Plan. Personnel continues to be the principal operating expense for the City, followed by Materials, Supplies and Services.

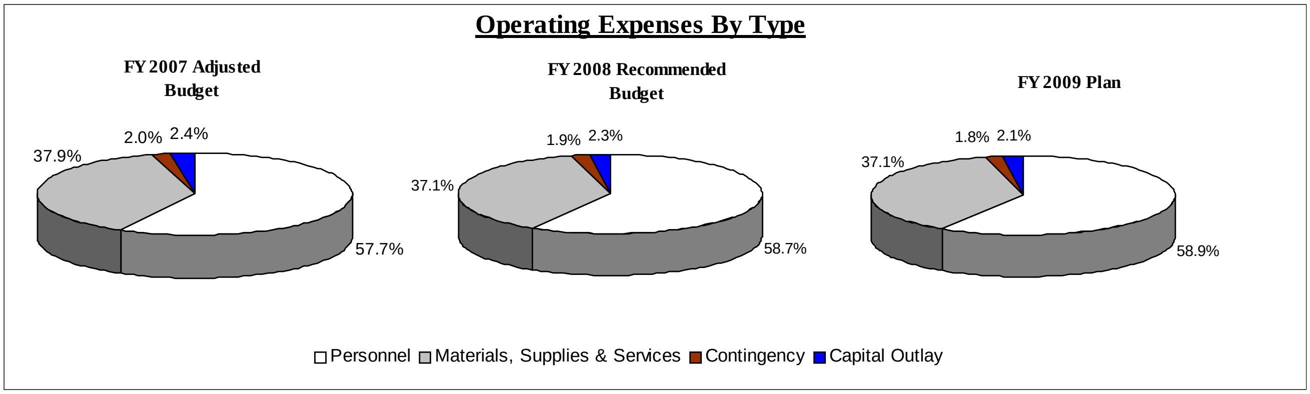


Figure 2 – Operating Expenses

Personnel increases occur in the General, Golf, and Transportation Funds in the FY 2007 Adjusted Budget. The decrease in the Transportation and Parking Fund is tied to a base level adjustment involving the removal of part-time non-benefited FTEs and an increase in the contract services line. The Golf Fund has increased its part-time non-benefited FTEs as part of a plan to rearrange services from the Pro Shop to Golf Maintenance. Most of this increase is offset with reductions in the Golf capital budget. The General Fund also saw increases in the Building and City Recreation departments for FY 2007. The table below shows personnel changes by fund without the Pay Plan recommendation and the total cost of the Pay Plan recommendation for FY 2007, 2008, and 2009.

Total Personnel Options (Change from FY2007 Adopted Budget) by Fund
(Pay Plan Changes excluded)

		FY 2007 Adjusted Budget	FY 2008 Budget	FY 2009 Plan
Fund 11	General Fund	$ 103,178	$ 493,279	$ 500,069
Fund 12	Quinn's Recreation Complex	$ -	$ 10,582	$ 23,605
Fund 51	Water Fund	$ -	$ 35,705	$ 36,090
Fund 55	Golf Fund	$ 152,998	$ 156,760	$ 157,496
Fund 57	Transportation Fund	$ (71,008)	$ 14,104	$ 15,537
	Total	$ 185,168	$ 710,431	$ 732,797

Total Pay Plan Changes (Change from FY2007 Adopted Budget) by Fund				
		FY 2007 Adjusted Budget	FY 2008 Budget	FY 2009 Plan
Fund 11	General Fund	$ -	$ 578,971	$ 794,727
Fund 12	Quinn's Recreation Complex	$ -	$ 8,806	$ 16,332
Fund 51	Water Fund	$ -	$ 15,214	$ 31,447
Fund 55	Golf Fund	$ -	$ (3)	$ (17)
Fund 57	Transportation Fund	$ -	$ 60,489	$ 107,457
	Total	$ -	$ 663,478	$ 949,947

Figure 3 – Personnel Requests by Fund without Pay Plan recommendation & Pay Plan recommendation

Most departmental Full-Time equivalent (FTE) increases have been offset with reductions in department personnel or materials, supplies, and services budgets. The Golf Fund is seeing the largest increase in FTE's in FY 2007. This realignment of personnel is discussed in greater detail in the Budget Issues section of the Budget Document.

Fund	FY 2006 Actual	FY 2007 Original	FY 2007 Adjusted	FY 2008 Budget	FY 2009 Plan
General Fund	194.94	194.82	195.94	201.90	201.92
Quinn's Recreation Complex	4.75	8	8	8.25	8.75
Water Fund	15	16	16	16.25	16.25
Golf Fund	14.86	12.72	19.16	18.15	17.65
Transportation Fund	55.35	65.14	62.45	63.54	63.59
Fleet Services Fund	8.75	8.75	8.75	8.75	8.75
TOTAL	**293.65**	**305.43**	**310.31**	**316.84**	**316.91**

Figure 4 – Change in FTE's by Fund

The remaining Operating Budget changes relate to Materials, Supplies, and Services and are largely driven by adjustments to the General and Transportation Funds.

Total Materials, Supplies & Services Options (Change from FY2007 Adopted Budget) by Fund				
		FY 2007 Adjusted Budget	FY 2008 Budget	FY 2009 Plan
Fund 11	General Fund	$ 36,304	$ 353,404	$ 400,585
Fund 12	Quinn's Recreation Complex	$ 31,500	$ 64,000	$ 89,000
Fund 51	Water Fund	$ -	$ 21,914	$ 134,914
Fund 55	Golf Fund	$ (20,000)	$ (20,000)	$ (20,000)
Fund 57	Transportation Fund	$ 171,948	$ 122,990	$ 122,993
	Total	$ 219,752	$ 542,308	$ 727,492

Figure 5 – Materials, Supplies, & Services Requests

The most significant increase to the Materials, Supplies & Services budget is $220,000 in the General Fund and relates to an agreement between the City and Sundance Film Festival. The amount relates to the business community's and the City's contributions to the Sundance Film Festival. A corresponding revenue source is included in the budget and was approved last year in the form of a festival facilitation fee associated with business licenses. The majority of the increase to the Transportation Fund is due to the increase to the contract services line for the contract with a parking services company. This increase is offset with reductions in part-time non-benefited FTEs.

Park City Pay Plan

Park City has a market-based pay philosophy. The Pay Plan attempts to ensure the uniform and equitable application of pay in comparison to the Utah and Colorado municipal employee market.

Every two years Park City compares its employee compensation data with approximately 30 communities from the Wasatch Front (the Wasatch Compensation Group), the Colorado Municipal League, and Summit County. Job positions are compared with similar positions or "benchmarks" to determine market pay for any given position. The City Manager chooses the metrics that determine how salaries should be set and defines a threshold at which positions should be reclassified. This year, the City Manager set the following metrics and thresholds:

- Comparison Metric: "Market" has been defined as the average pay of the top five comparison communities. Working level for most City positions is based on this definition of market, except:
    - Public Safety related positions (Police officers, water workers, and building inspectors), which are compared to the average of the top three.
- Reclassification Threshold: Any position 5% or more below market is recommended for reclassification to a new grade. In past years, this threshold had been closer to15%. In FY 2004, the threshold was changed to 10% and in FY 2005 to 8%. The change to 5% has now brought Park City into what is considered an actual market plan. If adopted as recommended, all positions in the City will be at market.

Two employee committees were formed to review the benchmark data and make recommendations for reclassification to the City Manager. The Technical Committee, consisting of Gary Hill, Kim Leier, and Kent Cashel, compared job descriptions with benchmarks and formed a preliminary recommendation for reclassification based on market data.

The Technical Committee then forwarded its recommendations to the City Manager's Pay Plan Committee consisting of Brooke Moss (HR), Lloyd Evans (Police), Bob DeBotelho (Police), Teresa Ferguson (Library), Pat Putt (Sustainability), Kathy Dunks (Public Works), Ron Ivie (Building), and Jessica Moran (Recreation). Matt Twombly (Sustainability) and Linda Tillson (Library) participated as alternates.

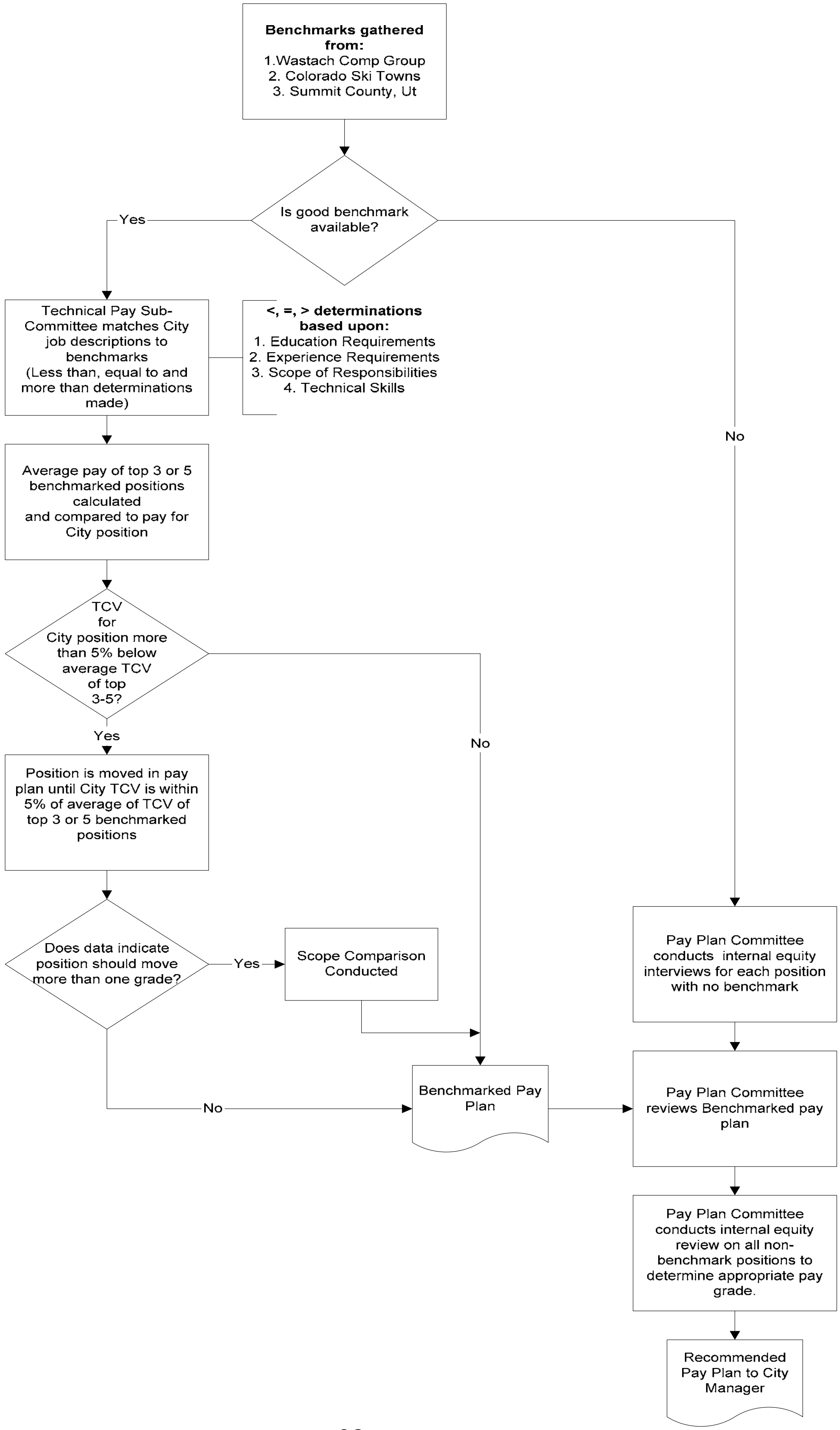
The Pay Plan Committee had three major responsibilities:

1. Review the benchmarked positions submitted by the Technical Committee
2. Conduct internal equity interviews for all positions without benchmarks, and
3. Determine where internal equity positions should fit in the Pay Plan

To ensure all positions are reviewed thoroughly, staff has developed a comprehensive process that is summarized on the next page:

Pay Plan Benchmarking Process

(Market Pay Determination)



4.

As demonstrated in the flowchart above, after positions were benchmarked, they were placed in a grade that put them within 5% of the average of the top 5 comparison cities (or top 3 comparison cities if the position is public safety-related). Please note that in the past, positions were generally held to an increase of only one grade, even if the market data showed that a position should move multiple grades. Over time, this has resulted in compression of certain positions, especially in the upper end of the pay plan.

This year, all positions were moved to market if indicated by the benchmark data. However, if market data suggested a position should move more than one grade, the Pay Plan Committee applied an additional “scope test” to make sure an unusual benchmark was not skewing the data. For example, if a particular comparison city (such as Salt Lake City) was much greater in terms of span of control (i.e. number of employees supervised, multiple branches, etc.) and required additional skills or requirements, then it was removed from the comparison, and the average was recalculated. By using this additional scope test the Committee was able to ensure the integrity of the data and use only appropriate benchmarks for each position.

After all positions with benchmarks were reviewed and placed in an appropriate grade, the Committee then focused on those positions for which market data was not available. Committee members utilized job descriptions and interviews with managers to place these positions in an appropriate pay grade. Consistent with prior years, the Pay Plan committee also recommended a 2% increase for all positions in FY 2009 to “keep up” with the market in a non-pay plan year. Finally, the Pay Plan Committee’s recommendations were provided to the City Manager for his review, adjustment, and approval. Figure 7 (below) illustrates the recommended Pay Plan grades for FY 2008 and FY 2009.

	Park City Pay Plan - FY 2008						Park City Pay Plan - FY 2009					
	Exempt		Non-Exempt		Part-Time		Exempt		Non-Exempt		Part-Time	
Grade	Entry	Working	Entry	Working	Entry	Working	Entry	Working	Entry	Working	Entry	Working
1			$6.58	$9.13	$6.58	$9.13			$6.71	$9.31	$6.71	$9.31
2	$28,866	$38,309	$7.40	$10.14	$7.40	$10.14	$29,443	$39,075	$7.55	$10.34	$7.55	$10.34
3	$32,130	$42,554	$8.16	$11.20	$8.16	$11.20	$32,773	$43,405	$8.32	$11.42	$8.32	$11.42
4	$36,210	$48,232	$9.03	$12.46	$9.03	$12.46	$36,934	$49,197	$9.21	$12.71	$9.21	$12.71
5	$39,780	$54,121	$9.69	$13.74	$9.69	$13.74	$40,576	$55,203	$9.88	$14.01	$9.88	$14.01
6	$42,840	$62,000	$10.71	$15.01	$10.71	$15.01	$43,697	$63,240	$10.92	$15.31	$10.92	$15.31
7	$45,900	$70,000	$11.73	$16.45	$11.73	$16.45	$46,818	$71,400	$11.96	$16.78	$11.96	$16.78
8	$55,080	$79,508	$12.24	$18.78	$12.24	$18.78	$56,182	$81,098	$12.48	$19.16	$12.48	$19.16
9	$66,300	$87,394	$13.26	$22.22	$13.26	$22.22	$67,626	$89,142	$13.53	$22.66	$13.53	$22.66
10	$71,400	$94,860	$16.32	$25.07	$16.32	$25.07	$72,828	$96,757	$16.65	$25.57	$16.65	$25.57
11	$80,647	$102,000	$21.42	$28.56	$21.42	$28.56	$82,260	$104,040	$21.85	$29.13	$21.85	$29.13
12	$91,692	$110,000			$22.00	$30.00	$93,526	$112,200			$22.00	$30.00
13	$105,070	$127,000					$107,171	$129,540				
14	$110,000	$130,700					$112,200	$133,314				

Figure 7 – Pay Plans for FY 2008 & FY 2009

Recommended Pay Plan

The recommendation from the Pay Plan Committee includes reclassifications for approximately 60% of exempt and non-exempt positions in the City. The total cost of the recommended Pay Plan is $674,027 in FY 2008 with an additional 2% increase for all positions in FY 2007 to maintain pace with expected market adjustments. Table 8 shows the cost of the recommended Pay Plan changes by fund and year.

Pay Plan Impact by Fund

Department	2007 Adjustment	2008 Request	2009 Request
General Fund			
Bldg Maint Adm	$0	$0	$3,295
Budget, Debt & Grants	$0	$30,436	$35,176
Building Dept.	$0	$86,416	$104,034
Capital Projects & Econ. Dev.	$0	$15,897	$20,012
City Council	$0	$8,663	$10,459
City Manager	$0	$8,278	$12,917
City Recreation	$0	$37,534	$54,701
Communication Center	$0	$10,320	$23,758
Engineering	$0	$8,193	$11,859
Finance	$0	$44,400	$52,324
Human Resources	$0	$16,860	$23,079
Info Tech & Cust Serv	$0	$49,047	$59,920
Legal	$0	$21,615	$31,056
Library	$0	$50,774	$60,729
Parks & Cemetery	$0	$26,236	$37,468
Planning Dept.	$0	$72,712	$83,567
Police	$0	$46,375	$99,441
Public Affairs	$0	$0	$5,480
Public Works Admin.	$0	$16,448	$19,943
Special Events & Facilities	$0	$10,468	$13,681
State Liquor Enforcement	$0	$0	$-514
Street Maintenance	$0	$18,301	$31,167
Tennis	$0	$0	$1,176
Total for Fund 11:	$0	$578,971	$794,727
Quinns Recreation Complex			
Fields	$0	$2,674	$4,758
Ice Facility	$0	$6,132	$11,575
Total for Fund 12:	$0	$8,806	$16,332
Water Fund			
Water Billing	$0	$0	$894
Water Operations	$0	$15,214	$30,553
Total for Fund 51:	$0	$15,214	$31,447
Golf Course Fund			
Golf Maintenance	$0	$-3	$-10
Golf Pro Shop	$0	$0	$-7
Total for Fund 55:	$0	$-3	$-17
Transportation & Parking Fund			
Transportation Oper	$0	$60,489	$107,457
Total for Fund 57:	$0	$60,489	$107,457
Fleet Services Fund			
Fleet Services Dept	$0	$10,549	$19,577
Total for Fund 62:	$0	$10,549	$19,577
Grand Total:	$0	$674,027	$969,524

Figure 8 – Cost of the Recommended Pay Plan by Fund, Department, and Year

Staff and the Pay Plan Committee will discuss the pay plan with City Council on May 3rd. For additional information, please refer to the Supplemental Section of Volume I (Executive Summary) of the Budget Document.

City Council And Mayor Compensation

As part of the Pay Plan process, changes to the compensation packages for City Council and the Mayor are recommended. Compensation for the Mayor and City Council was benchmarked against cities from the Wasatch Compensation Group who have the Council/Manager form of government and resort cities as identified by the Council Compensation Task Force. The concept behind using this combination peer group of twenty-four cities was to include resort communities along with similar local municipalities in order to accurately reflect Park City's unique characteristics and the subsequent responsibilities placed on the City Council and Mayor. The methodology reflects the direction received from City Council two years ago when Council compensation was last reviewed (a detailed list of comparison cities is included with this staff report as Attachment B)

In order to evaluate the change in compensation for the Mayor and City Council in the current budget process, the average of the top five peer group compensation totals were used as a benchmark. This is consistent with the metrics used in the pay plan. Car allowances were not included in the peer group compensation totals and thus were excluded from Park City's compensation totals in order to preserve comparative accuracy. Benefit totals remain unchanged and Council members and the Mayor still retain the option to receive family or single coverage or a cash payment in lieu of benefits. The following changes including benefits are recommended for City Council and the Mayor for fiscal years 2008 and 2009:

Council					
Fiscal Year	Salary	Benefits	Total Compensation	Increase from Prior Year	% Increase from Prior Year
FY 2007	$11,405.00	$11,320.80	$22,725.80		
FY 2008	$12,891.00	$11,320.80	$24,211.80	$1,486.00	6.54%
FY 2009	$13,149.00	$11,320.80	$24,469.80	$258.00	1.07%

Mayor						
Fiscal Year	Salary	Benefits	Car Allowance	Total Compensation	Increase from Prior Year*	% Increase from Prior Year*
FY 2007	$22,556.00	$11,320.80	$3,000	$36,876.80		
FY 2008	$23,620.00	$11,320.80	$3,000	$37,940.80	$1,064.00	3.14%
FY 2009	$24,092.00	$11,320.80	$3,000	$38,412.80	$472.00	1.35%

* Excludes car allowance in FY 2008 and 2009

Staff will return to City Council on June 7th with an ordinance to adopt compensation for City Council and the City's statutory officials.

Special Service Contracts

As part of the budget process, the City Council appropriates funds to contract with organizations offering services consistent with the needs and goals of the City. According to City policy, up to one percent of the City's total budget is awarded. Payment may take the form of cash payment and/or rent contributions for the lease of City property in exchange for the value of in-kind services. For the FY 2008-09 cycle, $723,738 was allocated for Special Service Contracts with $115,000 of this amount allocated for Youth Programming.

Public Service Contracts are awarded biennially through a competitive application process. A Request for Proposals was issued in February 2007 and announced through local media. Letters announcing the RFP were sent to previous awardees.

Applications were accepted through April 2nd and submitted to the Public Service Contract Subcommittee for review. This Subcommittee includes Council Members Erickson and Hier and City staff. A Youth Advisory Committee reviews the Youth Programming applications and makes recommendations to the Public Service Contract Subcommittee. This year the Youth Advisory Committee included two students, Ben Portwood and Stephanie LoPiccolo, and two citizens from the community, Donna Williams and Dave Staley. A summary of the Committee recommendations is listed in Figure 10:

Organization	Funding Request	Previous Award	Recommended Funding
People's Health Clinic	$81,692	$47,313	$60,600
Chamber of Commerce	$180,000	$178,738	$160,000
Recycle Utah-*Operating Request*	$54,500	$29,500	$45,846
Recycle Utah- *Rent Contribution*	$19,154	$19,154	$19,154
Park City School District/Adult ESL	$14,000	$14,000	$14,000
The Christian Center	$20,000	$10,515	$20,000
Summit Land Conservancy	$15,000	$12,500	$15,000
PC Historical Society & Museum	$104,000	$75,000	$104,000
Peace House	$70,000	$50,000	$50,000
Mountainlands Community Housing Trust	$35,000	$30,000	$30,000
Park City Community Outreach Center	$21,000	$18,925	$21,000
Park City Arts Council	$139,612	$55,556	$59,138
Utah Green Building Initiative	$10,000	-	$10,000
National Ability Center	$30,000	-	$0
Mountain Mediation	$34,480	$36,799	$0
Holodec Environmental Foundation	$10,000	-	$0
Total:	**$838,438**	**$578,000**	**$608,738**
Youth Organizations	**Funding Request**	**Previous Award**	**Recommended Funding Allocation**
Children's Justice Center	$10,000	$10,000	$10,000
Holy Cross Ministries	$14,000	$4,000	$10,000
Boys & Girls Club of Greater SL	$68,344	$36,000	$40,000
Big Brothers/Big Sisters of Utah	$20,000	$10,000	$15,000
Arts-Kids	$40,000	$20,000	$20,000
McPolin Elementary School	$20,000	-	$20,000
Valley Mental Health Summit Co.	$20,000	-	$0
Park City High School PTSO	$6,100	-	$0
Park City Youth Lacrosse Organization	$10,000	-	$0
Young Riders	$6,000	-	$0
Total:	**$214,444**	**$80,000**	**$115,000**
Grand Total:	**$1,052,882**	**$658,000**	**$723,738**

Figure 10 – Special Service Contract Recommendations

The selection process for both committees involved an examination of each application to determine how well it fit the criteria outlined in the City's Public Service Contract Policy. The applications were then ranked based on the outcome of the criteria match. Using these rankings the committees allocated funding limited by the special service contract budget. In order to distribute funds to additional applications, the committees examined additional criteria to determine if funding for some applications should be redistributed. These criteria consisted of whether the total allocation was sufficiently distributed among the service contract categories, the number of beneficiaries, whether certain gaps in community service are filled, and if City Council goals are advanced. Once the committees were satisfied with the results a final recommendation was made to City Council. A full summary with specific reasoning from the Special Service Contract Subcommittee is found in Attachment C.

Consistent with direction received from City Council two years ago, Staff will provide City Council with copies of the applications on May 3rd, which will allow time for discussion and final Council direction on May 17th.

A. Department Review:

Budget, Debt, and Grants and the City Manager reviewed this report. All departments and some task forces reviewed concepts of this report.

Alternatives:

A. Hold a Public Hearing on operating budget requests and provide direction about budget issues

B. Continue the Item: Time will be available in future budget meetings to address any outstanding issues. Council could choose to give additional direction at that time.

C. Do Nothing

SIGNIFICANT IMPACTS: The City's budget must be balanced. Staff recommends that Council provide policy direction on budget issues. Any unresolved issues should be discussed by June 14th so that the Final Budget can be prepared for adoption on June 21st.

RECOMMENDATION: The City Council should follow the budget presentation schedule described above and provide direction concerning budget policies and issues if needed.

Attachments:
A – Budget Process and Council Decision Tools
B – Mayor and Council Compensation Comparison Data
C – Special Service Contract Committee Recommendations

Budget Process

July

New fiscal year begins

Budget Document and Citizens Budget prepared and published

August - December

Budget staff meets monthly with Council Liaisons.

Council Decision Making Tools updated.

January

Council Visioning Session:
Using the Council Decision Making Tools, Council revises long-range plans for the City, reviews Council Goals, and sets general priorities

Neighborhood requests submitted; Task Forces, Studies, and Analyses completed

February - April

Operating Budget

* Departments use Council direction and public input received throughout the year and priorities set at Council Visioning to form budget requests consistent with Council Goals.
* Pay Plan committee benchmarks employee pay (every other year).

CIP Budget

* Capital Projects are prepared and prioritized based on established criteria and Council direction received throughout the year.

May

Present Tentative Budget to City Council

* Consistent with Utah State Code Section 10-6-111 and adopted City Policy, the City Manager (Budget Officer) prepares and delivers a tentative budget to City Council by the first meeting in May. The City Manager is accountable for ensuring tentative budget reflects how City Council policy direction can best be implemented.

May - June

Budget Hearings:
City Council uses Council Decision Making Tools to examine the budget

* Updated Long-Range Projections presented with Tentative Budget to reflect the increased level of service and measure financial impacts of policy decisions
* Updated Financial Health Indicators and Council Goals presented in Budget Document

June

Budget adopted and new fiscal year begins July 1st

City Council provides direction on policy and service levels at Council Meetings

Council Decision Making Tools

Council Goals:
Seven goals which have been adopted by Council to aid in establishing a long-range vision.

General Performance Measures:
A "snapshot" of City services to measure the success of the City as a resort community over time.

Financial Health Indicators:
Measures designed to show the City's general financial health.

Survey Results:
The Employee Engagement and Customer Satisfaction surveys measure satisfaction of City staff and citizen input, respectively.

Benchmarks:
The City compares pay and benefits, the Employee Engagement Survey, and the City's Financial Health Indicators against other sources.

Financial Impact Assessment Report

Long Range Financial Projection Report:
Report that forecasts 10 yrs. of revenues and expenses for the General Fund to examine projected surpluses/deficits at various levels of service

Council and Mayor Compensation Benchmarking Survey

Council

Entity	Annual Salary	Ret	Health*	Dental*	Life*	Total $	Total %	Total Comp. Value
WEST VALLEY	$16,200	20.00%	$627.84	$75.95	$6.65	710.44	20.00%	$27,965.42
ASPEN, CO	$20,400.00		$428.00			428.00	0.00%	$25,536.00
PARK CITY	$11,405.00		$869.20	$74.20		943.40	0.00%	$22,725.80
OREM	$9,900	23.90%	$756.20	$100.00	$8.80	865.00	23.90%	$22,646.10
STEAMBOAT, CO	$8,121.60		$1,172.00			1172.00	0.00%	$22,185.60
ST. GEORGE**	$12,000.00		$682.50	0	0	682.50	0.00%	$20,190.00
MOAB	$6,000.00		$1,100.00	0	$5.70	1105.70	0.00%	$19,268.40
BOUNTIFUL	$7,800.00		$821.28	0	77.81	899.09	0.00%	$18,589.08
CLEARFIELD	$8,894.00	13.00%	$549.98	$94.07	$16.50	660.55	13.00%	$17,976.82
SOUTH JORDAN	$10,392.00	12.58%	$357.29	44.65		401.94	12.58%	$16,522.59
TELLURIDE, CO	$9,600.00		$406.00			406.00	0.00%	$14,472.00
ROY	$7,668.00		$554.74		$10.00	564.74	0.00%	$14,444.88
LAYTON	$12,500.00					0.00	0.00%	$12,500.00
DRAPER	$10,185.00	11.59%				0.00	11.59%	$11,365.44
DURANGO, CO	$6,000.00		$333.33	0	0	333.33	0.00%	$9,999.96
BRECKENRIDGE, CO	$6,000.00		$177.08	$65		242.08	0.00%	$8,904.96
HEBER CITY	$6,000.00		$150.00			150.00	0.00%	$7,800.00
SPANISH FORK	$6,000.00	6.00%		$70.00		70.00	6.00%	$7,200.00
HURRICANE	$6,600.00					0.00	0.00%	$6,600.00
GUNNISON, CO	$6,000.00					0.00	0.00%	$6,000.00
GLENWOOD SPRINGS, CO	$6,000.00					0.00	0.00%	$6,000.00
KAYSVILLE	$4,200.00	18.00%				0.00	18.00%	$4,956.00
WASHINGTON TERRACE	$4,800.00					0.00	$0.00	$4,800.00
FRISCO, CO	$3,000.00					0.00	$0.00	$3,000.00

Average of the Top 5	$24,211.78
Park City	$22,725.80
Difference	($1,485.98)
% Difference	-6.14%
New Salary	$12,890.98

*Health, Dental and Life insurance are reported as monthly premiums
Dental, Health and Life premiums are in some cases paid together. When this occurs dental and life are reported as $0.
Aspen provides single health coverage only.
Breckenridge health includes $500 yearly for recreation

Mayor

Entity	Annual Salary	Ret	Health*	Dental*	Life*	Total $	Total %	Total Comp. Value
ST. GEORGE	$30,000.00		$682.50	0	0	682.50	0.00%	$38,190.00
OREM	$19,800	23.90%	$756.20	$100.00	$8.80	865.00	23.90%	$34,912.20
WEST VALLEY	$21,800	20.00%	$627.84	$75.95	$6.65	710.44	20.00%	$34,685.28
PARK CITY	$22,556		$869.20	$74.20		943.40	0.00%	$33,876.80
ASPEN, CO	$27,900.00		$428.00			428.00	0.00%	$33,036.00
BOUNTIFUL	$15,600	11.59%	$821.28	0	$77.81	899.09	11.59%	$28,197.12
MOAB	$12,000.00	17.05%	$1,100.00	0	$5.70	1105.70	17.05%	$27,314.40
STEAMBOAT, CO**	$10,819.20		$1,172.00			1172.00	0.00%	$24,883.20
TELLURIDE, CO	$18,000.00		$406.00			406.00	0.00%	$22,872.00
SOUTH JORDAN	$15,586	12.58%	$357.29	44.65		401.94	12.58%	$22,370.00
CLEARFIELD	$11,686	13.00%	$549.98	$94.07	$16.50	660.55	13.00%	$21,131.78
DRAPER	$18,460	11.59%				0.00	11.59%	$20,599.51
LAYTON	$19,500					0.00	0.00%	$19,500.00
FRISCO, CO	$7,800.00		$929.00	0		929.00	0.00%	$18,948.00
HURRICANE	$18,000.00					0.00	0.00%	$18,000.00
ROY	$9,496		$554.74		$10.00	564.74	0.00%	$16,272.88
HEBER CITY	$10,200.00	12.00%	$150.00			150.00	12.00%	$13,224.00
BRECKENRIDGE, CO	$9,600.00		$177.08	$65		242.08	0.00%	$12,504.96
KAYSVILLE	$10,500	18.00%				0.00	18.00%	$12,390.00
SPANISH FORK	$8,400.00	6.00%		$70.00		70.00	6.00%	$9,744.00
WASHINGTON TERRACE	$9,600.00					0.00	0.00%	$9,600.00
GLENWOOD SPRINGS, CO	$8,400.00					0.00	0.00%	$8,400.00
DURANGO, CO	$3,600.00		$333.33			333.33	0.00%	$7,599.96
GUNNISON, CO	$7,200.00					0.00	0.00%	$7,200.00

Average of the Top 5	$34,940.06
Park City	$33,876.80
Difference	($1,063.26)
% Difference	-3.04%
New Salary	$23,619.26

*Health, Dental and Life insurance are reported as monthly premiums
**City Council President instead of Mayor who is elected from among City Council
Dental and Health premiums are in some cases paid together. When this occurs dental is reported as $0.
Aspen and St. George provide single health coverage only.
Breckenridge health includes $500 yearly for recreation

Special Service Contract Subcommittee Recommendation

Organization	Funding Request	Previous Award	Recommended Funding	% Change from Previous Award	Justification
People's Health Clinic	$81,692	$47,313	$60,600	28%	The People's Health Clinic estimates that it costs $150.00 per patient for treatment. The Subcommittee based PHC's allocation on the amount required to provide care to Park City's non-benefitted employees: 101 Part-time Non-benefited City FTEs budgeted in FY 2008 x $150.00 per FTE (PHC's cost/visit) x 2 annual visits per FTE x 2 years
Chamber of Commerce	$180,000	$178,738	$160,000	-10%	Funding allocation for the Chamber includes the 4th of July activities plus 1/2 visitor information cost as reported in the budget (value in-kind not included)
Recycle Utah-*Operating Request*	$54,500	$29,500	$45,846	55%	The committee recommends funding requests for the Wind Power, Business Recycling, and Hazardous Waste programs. Recycle Utah originally requested funding for bin pulls, but because the bin pulls generate revenue, and the Committee would still like to support Recycle Utah's programs, the committee decided to fund roughly 1/4 of the Director's annual salary instead.
Recycle Utah- *Rent Contribution*	$19,154	$19,154	$19,154	0%	Rent contribution is fully funded.
Park City School District/Adult ESL	$14,000	$14,000	$14,000	0%	Funding allocation for the Adult ESL program and after school tutoring for children of adults in ESL program.
The Christian Center	$20,000	$10,515	$20,000	90%	Pantry staffing costs covered by funding allocation.
Summit Land Conservancy	$15,000	$12,500	$15,000	20%	Funding allocation for staffing costs associated with cataloging and visiting parcels within the City limits, to complete monitoring reports, and taking aerial photos.
Park City Historical Society & Museum *Operating Request*	$104,000	$75,000	$104,000	39%	Because the museum will not be able to generate sufficient revenue during the remodel, the Subcommittee recommendation is to fund the Director's salary, and to staff the Museum on Sunday.
Park City Historical Society & Museum *Rent Contribution*	$46,647	$46,647	$0	-100%	Rent contribution is no longer required due to the 99-year lease with the City and the expiration of the MBA debt service.
Peace House	$70,000	$50,000	$50,000	0%	Recommendation includes funding for the Peace House Women's Shelter and Education Services.
Mountainlands Community Housing Trust	$35,000	$30,000	$30,000	0%	Funding allocation for the Housing Resource Center
Park City Community Outreach Center	$21,000	$18,925	$21,000	11%	Funding allocation to assist in covering operating costs for community outreach programs.
Park City Arts Council	$139,612	$55,556	$59,138	6%	The recommended allocation funds the costs associated with the August Artsravaganza, the New York Media Activity, and the Director's salary associated with Cultural Tourism. The amount also includes $13,500 to administer the Public Art Advisory Board (as set forth in the Public Art Policy).
Utah Green Building Initiative	$10,000	-	$10,000	-	Funding allocation is to fund green home inspections and educational seminars.
National Ability Center	$30,000	-	$0	-	The request (to provide funding for an expanded adult sledge hockey season) did not meet Criterion 2 - the program would serve only a limited population and is not a service the City would likely provide. In addition, the committee felt the NAC could work with PC Ice Arena to obtain additional ice time.
Mountain Mediation	$34,480	$36,799	$0	-100%	The request did not meet Criterion 2 - the application demonstrated that there was a lack of demand for this service and therefore a lack of a public need.
Holodec Environmental Foundation	$10,000	-	$0	-	The request did not meet Criteria 2, 3 & 4. Application contained no financial information, and exhibited a lack of clarity in a public benefit and how the City would receive a fair market value or greater in return for contribution. (Criteria 2, 3, & 4)
Total:	**$885,085**	**$624,647**	**$608,738**		

Youth Organizations	Funding Request	Previous Award	Recommended Funding Allocation	% Change from Previous Award	Justification
Children's Justice Center	$10,000	$10,000	$10,000	0%	The recommendation was to fund the director and office manager salary as well as utilities and communication expenses.
Holy Cross Ministries	$14,000	$4,000	$10,000	150%	The Youth Advisory Committee recommended that $10,000 be allocated for supplimenting stipends to staff to teach reading and math in the summer program.
Boys & Girls Club of Greater SL	$68,344	$36,000	$40,000	11%	The recommendation consisted of funding for salaries for Club staff positions.
Big Brothers/Big Sisters of Utah	$20,000	$10,000	$15,000	50%	Funding recommended for salaries, fringe, travel, transportation, building, communication, printing, postage, and supplies.
Arts-Kids	$40,000	$20,000	$20,000	0%	The recommendation is to fund program costs consisting of stipends for artists and facilitators, and supplies.
McPolin Elementary School	$20,000	-	$20,000	-	The funding allocation is for the Masterpieces in Art Program. The Subcommittee recommendation was for only one funding cycle.
Valley Mental Health Summit Co.	$20,000	-	$0	-	The application did not outline the specific benefit to Park City through the program. (Criterion 2)
Park City High School PTSO	$6,100	-	$0	-	The requested funding was for two events. In addition, the application requested funding for equipment and was narrow in its focus to Park City high school seniors. (Criteria 1 & 2)
Park City Youth Lacrosse Organization	$10,000	-	$0	-	The request did not adequately demonstrate the public need for the program or activity. (Criterion 2)
Young Riders	$6,000	-	$0	-	The request did not serve a very large population of youth or show a clear description of how the City funds would be used. Generally speakink the application was too unclear. (Criteria 2 & 3)
Total:	**$214,444**	**$80,000**	**$115,000**		

Grand Total:	**$1,099,529**	**$704,647**	**$723,738**

PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
MARCH 22, 2007

Present: **Mayor Dana Williams; Council members, Marianne Cone; Candace Erickson; Roger Harlan; Jim Hier; and Joe Kernan**

Tom Bakaly, City Manager; Mark Harrington, City Attorney; and Jerry Gibbs, Public Works Director

Kevin Callahan, Summit County Public Works Director; Steve McComb, owner of Ciscero's Restaurant; Mike Sweeny, HMBA; John Yassi, Director of Mosquito Abatement District

1. Council questions/comments. Council members reported on various meetings attended during the week. Roger Harlan highlighted School District business and the progress made by the joint transportation committee, studying issues on SR248. He relayed that the transit celebrated its one millionth rider this week, which occurred earlier in the calendar year than in the past. It is feasible that the City may reach two million at the close of the year. Candace Erickson reported that the Board of Health will be considering a *body art* ordinance, including mobile providers, which she asked to be removed. She added that this ordinance would also regulate *permanent make-up* applications; it doesn't include ear and ear perimeter piercing, but all other piercing. She added that consideration of an ordinance was requested by a local tattoo business in Park City. Other topics discussed included services provided by Valley Mental Health and communicable diseases.

Mayor Williams provided an update on the Governor's Blue Ribbon Panel on Climate Change and the overwhelming number of initiatives to be studied. The 25 member task force is represented by green groups, coal manufacturers, and politicians and it is difficult to reach consensus because of different beliefs and interests. He spoke about visiting China in the fall

2. Solid waste update. Jerry Gibbs explained that the County is changing its solid waste program and these modifications will take effect on July 1. Commercial collection will no longer be provided as a public service, however residential service will be expanded to include multiple family units, which was desired by Council. Summit County is proposing to charge fees for tipping and/or dumping commercial loads, which may represent an additional 30% to 40% on a commercial trash bill. He stated that the City's position on solid waste has been to participate in discussions but not assume an active role. This is a regional issue and pursuing a letter of intent with Summit County is recommended.

Mr. Gibbs suggested that the first step be completing a solid waste master plan which would comprehensively look at all of the issues related to solid waste, not only the landfill, but recycling and goals, etc. For instance, currently recycling is more costly than handling solid waste and more efficient ways to recycle will be examined. Summit County is contemplating establishing solid waste as an enterprise-type fund, rather than budgeting it in the General Fund, which has been an issue with the City Council. He stated that the Mayor has expressed interest in pursuing a transfer station, where the sorting can be done   A master plan would project a plan for 30 years which is key. He felt that a master plan will cost in the neighborhood of $80,000 to $100,000 and the County has performed some work on landfill expansion so the cost may be somewhat less. Mr. Gibbs felt funding the master plan could be equally shared by the City and Summit County.

Mayor Williams expressed disappointment at the low percentage of residents using curbside service and felt that in order for recycling to be successful it should be easier to do. He suggested that sorting and compaction take place at the dump which would promote efficiency, savings, and better participation. Recycling goals will never be achieved on a voluntary basis if it is not easy to recycle. Mr. Gibbs emphasized the importance of setting specific goals like the level of recycling desired, i.e., defined percentage benchmark in a stated timeframe. Jim Hier felt it difficult to establish a goal without the benefit of knowing associated costs and asked that parameters be established for different levels. Mr. Gibbs advised that this type of analysis will be provided as part of the master plan and the public process. For instance, the goal of the 2002 Winter Olympics was to recycle 90%, which is extremely challenging because of contaminated waste. Achieving 10% recycling is more realistic in situations where trash is commingled and likely to become contaminated.

Ms. Erickson asked what the level of recycling would be if everyone who has service available participates and the feasibility of making recycling mandatory.   Kevin Callahan responded that implementing mandatory programs is a policy decision and cited Cache and Salt Lake Counties as examples. He estimated that 75% of the homes in the City and Basin are participating, averaging approximately 50 to 60 lbs of recyclables per household per month. The challenge is recycling commercial waste, which represents about 60% of the landfill and at least a quarter of the waste is recyclable. Very few facilities are set up for sorting, especially for restaurant and retail mixed waste. He continued to explain that Allied has agreed to provide annual funding for educational programs, and the County will work with Recycle Utah to target certain market segments. Although a mandatory program could be initiated, there may be opposition since the landfill can be expanded which is less expensive than recycling. However, the tipping fee may motivate people to recycle.

Roger Harlan expressed his interest in promoting recycling construction waste. Jerry Gibbs explained that the County operates two landfills, a municipal solid waste and a construction waste facility in Henefer. Currently, construction waste is not separated. Kevin Callahan stated that a program will be implemented in six months to separate wood waste, grind it, and reuse it as a landscape product which would be sold. Wood represents about 40% in weight of the volume in the construction landfill. Mayor Williams suggested that contractors separate loads. Mr. Callahan pointed out that there might not be enough room for two dumpsters on a construction site. Resistance to mandates may drain momentum and the Henefer facility is not in a crisis mode. Marianne Cone spoke about the success in other communities where wood chips are generated and used for fuel. Mr. Gibbs acknowledged the many good ideas presented and reiterated that it is critical to participate in a master plan where issues can be analyzed regionally. Joe Kernan commented that having information on alternatives and associated costs is helpful but he also requested an analysis of the carbon footprint for programs. In response to a question from Marianne Cone, Kevin Callahan stated that Park City represents 35% of the waste in the landfill because of the significant number of commercial and rental properties in the community.

Jim Hier stated that he supports participating in a joint study on a long-range solid waste plan and all members agreed. He understood that commercial waste represents 60% and the County has elected not to regulate or provide commercial collections. Mr. Callahan stated that the Summit County Commission decided not to include commercial waste in the contract, but it is likely that regulations will be formulated for commercial haulers. The Mayor asked if there is a corresponding financial consideration to commercial properties for property taxes paid and services not rendered. It was pointed out that businesses have traditionally paid hauling costs but not the tipping fee, which was subsidized by the County. Jerry Gibbs explained that the tipping fee will be added to the hauling costs, which is estimated to be 30% to 40% over and above current fees. Mr. Callahan noted that tipping fee revenues will be allocated toward future capital costs; property taxes were used for current operations.

Jerry Gibbs interjected that there are a number of commercial establishments who provide their own dumpsters and pay a fixed rate. As of July 1, businesses will have to arrange for their solid waste pick-up. There are several City dumpsters and two compactors located on public property; private dumpsters must be located on private property. Mr. Gibbs explained that the billing formula is based on national standards for a variety of uses, i.e., restaurants and bars pay higher rates than office space. Under the current contract, this generates about $100,000 per year. There are no penalties for non-payment, and uncollected revenues are added to next year's assessment and paying establishments cover the costs; the City may now be *on the hook* for non-payment of dumpster fees. Another option is forming a Main Street special service district for solid waste services and Mr. Gibbs encouraged the City taking a proactive position.

Mike Sweeney, HMBA, stated that the group will meet March 27 on this issue. He suggested expanding the scope of the district and has talked with PCMR, Deer Valley, and NOMA about this idea because it is important to look at the entire commercial community as a whole. This may cost businesses more per year but will pay dividends in the long term. Mr. Sweeney emphasized that commercial properties paying substantial property taxes are likely to complain about additional tipping fees and the policy in general. He strongly felt it unfair that paying customers cover unpaid bills for delinquent commercial properties.

Joe Kernan understood that the intent of the County is to let businesses hire a hauler; trash bills can be controlled somewhat with recycling efforts. Recycling should be factored into a formula and it is important that haulers meet recycling needs. Mike Sweeney referred to the recent 2,500 acre annexation of PCMR lands and the importance of an effective commercial solid waste and recycling program within the City limits.

Jim Hier acknowledged the complexity of trash-hauling in the Main Street core and is not supportive of consolidating commercial properties throughout the City in the same special district, especially in consideration of the July 1 deadline. This concept can be pursued in the future. Mike Sweeney stated that he has no problem with his comments, but insisted it is important to comprehensively look at commercial properties. Candace Erickson agreed with Mr. Sweeny's comments, specifically controlling rates with a larger contract; perhaps there can be a deadline for returning to the City with needed information. Jerry Gibbs advised that he asked for a response by the middle of April and added that a mutually exclusive contract for solid waste, as suggested by Mr. Sweeney, would not require forming a special service district.

Steve McComb, owner of Ciscero's Restaurant, explained that as a part of his remodel in 1995, he traded three feet of his property and poured a sidewalk for a private pad for his own dumpster. In 2002, the property was taken away from him for the Olympics and a compactor was installed. All of the wiring for the compactor is still there, lying across the pad and part of it is in Poison Creek. He stated that he has asked several times to have it removed with no results. He had his own dumpster on City property for seven years, poured the pad, and felt he was entitled to use it in perpetuity. The area was clean because he could regulate it. When the compactor was removed and BFI was hired, fees tripled in the busy time and tenfold in the off-season which he doesn't understand. Although he is a major user of the dumpster, why should he have to clean it up when his requests go unheeded. Now the area behind his restaurant is a mess. Jerry Gibbs stated that Mr. McComb called him about these issues and he is looking into it. Mr. McComb added that he would love to recycle the significant amount of cardboard and bottles generated daily by his restaurant, but there is no room.

Mr. Gibbs referred to recommendations from Insa Riepen of Recycle Utah included in the meeting packet, and suggested returning to Council when there is more time to review Main Street recycling. Tom Bakaly stressed the importance of defining the degree of City involvement in the trash and recycling business. For instance, under Mr. Sweeney's City-wide scenario, the City would in the collection business by way of issuing a contract and collecting fees. On the other hand, forming a special district for Main Street provides more options. He added that the City budgets $100,000 annually for Main Street trash, Summit County provides the service and has for many years. Increased service represents costs without a funding source. Mayor Williams spoke about the importance of promoting recycling, acknowledging there is no funding. Tom Bakaly added that even if the program is funded, an added service will disrupt the allocation of resources and other programs. Jim Hier recommended beginning with Main Street by forming a special service district, establish boundaries and regulations, and then consider other areas of town. He encouraged focusing on a controlled area to begin with and Main Street is logical. Roger Harlan brought up the fairness issue with regard to paying bills and hoped that practice will be addressed. Jerry Gibbs explained that tipping fees will be based on tonnage and not on volume which will affect fees. Jim Hier asked if there is currently a tipping fee. Mr. Callahan answered that there is a tipping fee in place but it is not in the contract, and about $700,000 is collected annually at the landfill.

Jim Hier emphasized that the General Fund covers the costs of solid waste and operating the landfill, and as of July 1, there will be a net increase to the General Fund. There will be a net increase in costs to all commercial properties for trash collection over and above property taxes paid. There was discussion about establishing an adequate tipping fee. Joe Kernan interjected that he owns a recycling company and meant to relay this disclosure at the beginning of the meeting.

3. Mosquito abatement update. John Yassi expressed his appreciation of the participation of Mayor Williams and Pace Erickson as members on the Board. He explained that the District was formed about 25 years ago, but with the threat of the West Nile Virus about four years ago, Park City was annexed into the District. Through illustration of a slide show, he discussed cases reported in Utah. There were five deaths in Utah from West Nile Virus last year and it is a very serious illness. There was discussion about anyone at any age becoming infected. He discussed spraying at night, and living up to its commitment to Park City, Swaner Nature Preserve and the Provo Drainage to use natural products, not chemicals.

Mayor Williams noted the effectiveness of the GPS system to clearly illustrate treatment locations, etc. and Mr. Yassi encouraged people to visit the website summitmosquito.com. Mr. Yassi stated that the Tarsalis carries the virus and its numbers have increased in the County over the years because of the weather and the availability of water last summer. He indicated that he responds to all calls. The Mayor voiced his support of the use of natural products and explained that the goal is to eliminate larvae because they are difficult to kill as adults and chemicals may have to be used at that stage.

Patrick Putt reported on upcoming Planning Commission business items and a joint session scheduled with the City Council on April 5.

4. Public input. The Mayor invited the audience to comment on any matter of City business. Hearing, none, the public input session was closed.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
APRIL 19, 2007

Present: **Mayor Dana Williams; Council members, Marianne Cone; Candace Erickson; Roger Harlan; Jim Hier; and Joe Kernan**

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Dave Gustafson, Project Manager; Jerry Gibbs, Public Works Director; Brian Anderson, Parking Manager; Max Paap, Special Events Manager; Gary Hill, Budget Manager; Seth Atkinson, Budget Analyst; and Kent Cashel, Assistant Public Works Director

Mike Sweeney, HMPBA; Kimberly Kuehn, Jewels Harrison and Julie Doerr-Arenson, Park Silly Sunday Market; Coalville Mayor Duane Schmidt; and Insa Riepen, Recycle Utah

1. Council questions/comments. Marianne Cone spoke about sustainability programs addressing the proliferation of plastic bottles and bags. She and Joe Kernan discussed the success of *zip cars*, used in other communities. In recognition of the work session agenda, he disclosed that he owns a recycling company. Ms. Erickson discussed projects proposed by the Friends of the Farm. Jim Hier stated that he and Ms. Erickson participated in special service contract reviews and was pleased with the evaluation process. Mr. Hier commented on the EPA celebration at Empire Pass. Marianne Cone discussed the *Step It Up* Program. Mayor Williams extended his condolences to the families of the victims at Virginia Tech. He noted that he attended the *Step It Up* Event in Salt Lake City which was well attended. He explained that Empire Pass is the third site in Park City removed from CIRCLA and thanked staff and past and current councils for this notable accomplishment. Park City is the 7th city in the country achieving a Green Power Community designation and the Mayor shared his experience meeting with Natural Helpers, a high school group.

2. China Bridge Garage shell space and Swede Alley Plaza discussion. Dave Gustafson explained that the City will begin construction on a 4,500 square foot commercial space in Swede Alley directly north of the parking structure. He requested direction from Council on returning with a real estate purchase contract with KPCW for the second floor space, and pursuing a lease with the DABC for space on the first floor. In the short term, staff is recommending that Unit A on the first floor be retained by the City for use as office space during the Marsac Building upgrade and afterward, secure a rental tenant.

The Mayor discussed the importance of green building for a number of reasons, but did not recommend seeking a LEEDS certification because of the expense to participate in the LEEDS process. He felt that green building is the right thing to do for municipal buildings and asked about the green building rating for the ice arena complex. Mr.

Gustafson explained that from a consumption standpoint, lighting is one of the larger issues associated with that project, but the police facility, shell space, and seismic upgrade will all have high efficiency lights; sustainability will be a focus. Roger Harlan disclosed that he is a part-time employee of the DABC. In response to a question from Marianne Cone, Mr. Gustafson explained that a structural analysis and the repair of the old China Bridge stairwell will be addressed. Jim Hier requested that Council be intermittently updated by staff on the shell space construction phases.

3. Special event parking revenue discussion and direction. Brian Anderson pointed out that this discussion addresses the use of special event parking fees. Staff is seeking direction on continuing to use this parking management tool for future events, which he felt has been very successful. The use of attended paid lots reduced and mitigated traffic, making the event more manageable, which was evident with maintaining traffic flows in the Transit Center corridor. Mr. Anderson believed that the daily, hourly and permit fees are appropriate and effective and the garage was full during the busy peaks and had good overall utilization. Staff believes that this is a good example of the integration of parking and traffic management strategies.

Mr. Anderson stated that $241,000 was collected from garage and permit fees over and above regular revenues. A team consisting of members from Special Events, Parking and Transit, Sustainability, and Budget discussed guiding principles for programming revenues this year. Revenues that are not part of the business license are to be used for the maintenance of the garage. Improvements have been identified in the upcoming budget and staff is requesting purchasing a sweeper/scrubber to keep the garage regularly clean, with no increase in staff. There will be signs advertising free public parking for four-hours and way-finding signs will be installed at another phase. He explained the necessity to equip attendant booths with power and a structural evaluation of the old China Bridge Garage section will determine future maintenance projects. There are also some snow removal challenges. Mr. Anderson asked Council to approve continuing the use of special event parking fees as a parking and traffic management tool for major events, approve the staff recommended process, and prioritize projects during the budget process. Mayor Williams supported acquiring a sweeper and installing signs and pointed out the attention the stairwells often need after a weekend. Mr. Anderson agreed and explained that the sweeper also has a power washing attachment and pointed out the importance of a clean inviting parking garage, which is often the first and last impression visitors have of Park City.

Jim Hier questioned whether it is better to use the $65,000 allocated for the sweeper toward hiring someone to man, monitor and clean the facility. He asked if the purchase of attendant booths will lower the rental costs described in the staff report. There was discussion about the wisdom of permanently installing booths for only two events a year and the option of leasing equipment. In response to a question from Candace Erickson, Mr. Anderson reiterated that the booths are recommended to be installed permanently. She believed the booths will confuse motorists about free four hour parking and may defeat the purpose of the new signs. Marianne Cone feared the booths may also create snow removal problems and Mr. Anderson indicated that the garage entryway can be easily cleared. Roger Harlan hoped the booths are portable enough to store somewhere else when not in use. He agreed with Ms. Erickson's comments about confusing garage patrons and pointed out that cleaning activities may have to occur in the middle of the night. Ms. Cone asked if the sweeper could be used on sidewalks or other places in town and Brian Anderson clarified that it would be.

Ms. Cone believed the purchase would be money well spent and suggested adding artistic elements in the garage; the Art Advisory Board is anxious to begin a project in the downtown core. The City Manager advised that art could be added to the guiding principles and/or the art in public places budget could be considered. Joe Kernan suggested better lighting. Marianne Cone spoke about the murals she was commissioned to create for the Marriott parking garage which improved the look of the garage for not a lot of money. Brian Anderson commented on replacing the fire sprinkling system, and replacing the stairwell and exhaust system in the garage. In response to a question from Joe Kernan, Mr. Anderson explained that the two new entrances were used during Sundance and the other entrances were attended. Additionally, parking levels could be segregated. Mr. Kernan hoped that the booths could remain in the garage and not stored; renting space is expensive. Mr. Anderson shared concerns about the confusion created by unattended permanently-installed booths but felt that it could be signed. Ms. Erickson also pointed out the potential of damage or vandalism to booths.

In response to a comment made by Mayor Williams about the Arts Festival, Max Paap explained that the Kimball Art Center receives $10,000 from parking revenues to operate the Friday night event for locals. There was discussion of eliminating the *Back-half Film Festival Permit* because only two were sold in January. Joe Kernan stated that the information in the staff reports supports the effectiveness of the special event rates and asked about raising them. Brian Anderson explained that parking spaces remained consistently filled and there were few complaints about the rates. Jim Hier stated that in general he supports the process and spending revenues on garage maintenance, repairs, signage, etc. Ms. Erickson agreed with Ms. Cone about incorporating an art element. Gary Hill explained that the Art Board is in the process of defining a work plan and the parking structure can be re-introduced to members.

4. Park City Silly Sunday Market – revised MFL. Max Paap explained that the event is to be held on Main Street between Heber Avenue and 9th Street on successive Sundays during June through October. On November 30, 2006, Council approved the MFL and since that time, the applicants have made four requests which require an amendment to the MFL. These changes include local consent for a beer garden, extending the closure from 4 p.m. to 6 p.m., ability for Council to approve a tandem MFL at the location from 30 days written notice to 90 days written notice, and extending the street closure from 6 p.m. to 10 p.m., including amplified music for an October Fest celebration on October 14. There was discussion about potential concerns from adjacent bar owners and Mr. Paap indicated that the HMBA supported the first draft of the proposed celebration. Ms. Cone felt that 5 p.m. may be a better time to clear the street for the restaurants on lower Main Street and didn't feel that traditional October Fest music needs to be amplified.

Mike Sweeney, business owner and member of HMBA, stated that the members on lower Main Street have rendered their support and no one seemed concerned about the 6 p.m. closure time. He felt that members are more concerned that the event be successful. Candace Erickson expressed concerns about people unknowingly violating the open container law and Mr. Paap felt that the Liquor Commission will require a fenced area to restrict patrons to the licensed beer garden area. On behalf of Chief Evans, the City Manager understood that he is *not wild about* the idea and will be diligent about enforcing the open container law. Mike Sweeney clarified that the beer garden is proposed to be located on his deck and Max Paap relayed that beer gardens are not typically revenue generators. Applicant Kimberly Kuehn stated that this is an option and Julie Doerr-Arenson relayed that the owner of Doolans has asked that the beer garden not be located adjacent to his establishment. She felt a better location is moving it lower on Main Street where there is shade and the Mayor advised that if the location changes to notify the City in a timely manner to process any amendment.

5. Park Silly Sunday Market - Economic Development Grant. Seth Atkinson explained that the Park Silly Sunday Market also applied for an economic development grant and its business plan was reviewed by the grant committee. Members recommended the award of $7,000 and staff is seeking direction on proceeding. Roger Harlan felt the award is appropriate and commended the applicants for being diligent about reaching their goals. He expressed his interest in the event being successful and is supportive of the grant. Kimberly Kuehn relayed the positive feedback they are receiving from Park City and Salt Lake. Mr. Harlan noted, however, that the projections included in the business plan are somewhat optimistic. Candace Erickson addressed her concern with setting a precedent by assisting an *event* with funding, but then viewed this request more as an investment in Park City. This is exactly what she would like to see thrive in our resort community. Ms. Kuehn stated that Rocky Mountain Power is giving them four grants. The Mayor commended the applicants. In response to a question from Marianne Cone about recycling, Jewels Harrison explained that the water bottles will be made of the type of plastic that can be composted on-site and there will be an educational component as part of the recycling plan at the market.

6. Recommendation from Joint Transportation Task Force with School District. Kent Cashel stated that in January, the City Council directed staff to form a task force with the Park City School District to examine traffic and pedestrian issues in and around the school campus on SR248. The group began meeting in early February, with Roger Harlan and Jim Hier serving as the City Council liaisons. The first set of recommendations deal with capital projects in consideration of efficiencies using the School District's contractor for the high school project. He asked for feedback on cost-sharing projects and proceeding with a letter of intent to continue to address traffic and pedestrian issues in the area.

As a task force, Mr. Cashel spoke about reaching a meeting of the minds with regard to what is actually taking place and understanding traffic and pedestrian patterns. The group gathered counts and other information and it became apparent that one of the primary contributors to problems is the shortage of parking on campus. Even at build-out, the District will be still be 100 spaces short. Parking permits are issued to Juniors and Seniors and it seems likely that Sophomores are driving to school, parking in the Prospector neighborhood, and jaywalking to the schools. Mr. Cashel emphasized that jaywalking has a significant disruptive impact on traffic, as well as being a safety issue and a nuisance to the neighborhoods.

The high school currently has an informal agreement with the LDS Church to use its parking lot, but it is not well lit and there is a recommendation to install some down-lit lighting along the path. There will also be lighting attached to school buildings and before anything is constructed, public meetings on improvements will be held. He added that the letter of intent will contain language that in the event the District loses the LDS Church parking, it will build parking to address that shortage. The Lucky John drop-off is being heavily used and is effective in removing traffic from SR248. It provides a convenient and safe place to drop off kids living in the Park Meadows area and improvements are recommended. Although student parking is a key issue, the loading time in the middle of the peak at McPolin is actually causing the greatest traffic disruption. There are two bus pull-outs recommended so that when buses stop, they will be out of the flow of traffic and both will have shelters and links to pedestrian paths. Typically, shelters increase rider-ship and these projects may compel parents to consider transit for their children. He stated that the final project is a hawk beacon which is a pedestrian activated traffic signal, but rather than activating flashing lights, pushing the control will change the light from yellow then to red. Mr. Cashel emphasized that these devices are experimental, requiring UDOT approval. He explained that there is only about a 30% compliance rate with flashing yellow lights at pedestrian crossings but because the hawk beacon turns red, there is a 90% compliance rate. The hawk beacon is also being recommended in the walk-ability study but convincing UDOT to install a non-approved device in a school crossing may take some time. Mr. Cashel felt that the feasibility of campus roads should continue to be studied, which would dramatically improve circulation, but could potentially limit school uses.

Mayor Williams thanked the committee for its work. He supported cost-sharing on street and lighting improvements, but felt projects like a new parking lot on campus should be funded entirely by the School District because of the potential of double-taxing citizens. Jim Hier noted that with the inclusion of the church lot, the group felt there is adequate parking, but the language specifies that the District will secure and construct parking if needed. Joe Kernan felt that cost-sharing is a good approach to improvements and promotes inter-agency cooperation. There was discussion about the high use of the church lot and the viability of building a new lot managed with a permit parking program. Mr. Cashel believed that there needs to be education on and enforcement of jaywalking. Mr. Kernan felt that monitoring the program is critical. Marianne Cone pointed out the location of the lots designed with one entrance and exit.

She asked the reason why the Lucky John Drive drop-off is priced at $100,000 and Comstock at $50,000 and Mr. Cashel explained the grading and culvert work involved on Lucky John, adds an additional $50,000. Mayor Williams appreciated the recommendations and was pleased that improvements like barriers or walls are not suggested. There was discussion about enforcement and educating students about jaywalking. Joe Kernan commented on his support of the relocation of the bus shelter at the campus.

Kent Cashel confirmed that Council is supportive of cost-sharing projects with the School District and proceeding with a letter of intent.

6. Main Street recycling and Old Town trash container issues. Jerry Gibbs stated that in March, the City Council discussed Main Street solid waste issues and directed staff to prepare a letter of intent with Summit County to participate in a solid waste master plan, which is scheduled for action tonight. Recycle Utah formulated options for recycling on the street and pocket parks and suggested placing recycling containers for aluminum and plastics. Recycling contractors have not yet been contacted, but it is estimated that a Main Street service would cost about $10,000 per year. He commented that the resolution contains goals which can be expanded upon.

Mayor Williams introduced Duane Schmidt, Mayor of Coalville, and expressed that the proposal from Recycle Utah was not nearly enough. Mr. Gibbs agreed that the plan is very conceptual and acknowledged that more information is needed from the recycling community. The Mayor relayed the need for a recycling program at the Racquet Club, parks and other areas where people gather. At the last Coalition of Governments' meeting, he stated that Mayor Schmidt's shared his ideas about solid waste. Summit County is rapidly approaching spending $1 million annually toward recycling, but only capturing 10% or less of recycles and it is important to create an effective and cost-effective plan. Jerry Gibbs explained that part of the solid waste and recycling effort is examining economic and community interests and agreed that up to this point, there was no comprehensive approach.

Marianne Cone referred to the 55 trash containers stored from the Olympics and Mr. Gibbs spoke about a previous attempt to recycle on Main Street and the problems associated with contaminated material. Ms. Cone felt it is time to try this again and better identify the containers. He clarified that recycling is only intended for the pocket parks and she again suggested that the stored containers by reused. Mr. Gibbs noted that the plan is to first recycle in pocket parks, and then consider other areas, like City Park and the Racquet Club at another time. Joe Kernan discussed methods to minimize contamination and felt it important to make the recycling effort visible and available throughout town. Jim Hier agreed and stated that he supports spending $10,000 on a recycling program for the pocket parks.

Mayor Duane Schmidt relayed that as a county, *we're missing the boat* and are about 30 years behind in solid waste management. This issue has been studied and studied by the County He recommended that Summit County install transfer stations at the landfill for sorting waste which makes the most economic sense. He felt a recycling program, even at an additional cost, would be appealing to commercial establishments. Mayor Williams understood that the quality of recyclables is compromised when it is commingled with trash. There are effective approaches and 80% recycling is an achievable goal but expensive. Mayor Schmidt emphasized the cost of the alternative of expanding our landfills which are filling up at an alarming rate. *You can pay now or you can pay later*, and a transfer station will seem like an extremely affordable alternative compared to building a new landfill cell. Mayor Schmidt acknowledged that there are short term solutions, but he encouraged Council not to pursue another report, but begin to explore transfer stations at our landfills.

Jerry Gibbs suggested delaying the purchase of a compactor for Main Street until a plan is finalized addressing trash collection and creating an incentive program for businesses to recycle. Mr. Hier believed that recycling containers should be installed on Main Street too and Roger Harlan believed they need to be clearly identified. Candace Erickson suggested that the stored containers be donated to Recycle Utah for use by condo and hotel patrons if the City is not planning to reuse them. Mayor Williams asked if containers could be added at the Library, City Park and the Racquet Club. Marianne Cone felt the Racquet Club is adequately equipped but would like City Park serviced at least in the summer months. Mr. Gibbs explained that he is currently talking with a vendor for recycling services at the ball fields. Insa Riepen encouraged a uniform look for containers throughout town which will result in a more successful program.

Tom Bakaly pointed out that staff is asking for direction on setting goals for recycling and suggested that staff return with a strategic plan. The City is waiting to hear back from the HMBA on commercial trash collection. In response to a question from Ms. Erickson about the transfer station concept, Mayor Schmidt expressed his disappointment that many suggestions were ignored by the committee. Mr. Gibbs recalled that a transfer station was briefly discussed and will be considered in a master plan with Summit County and SBWRD. Recycling is not mandatory at this point. See regular meeting minutes.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
APRIL 19, 2007

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, April 19, 2007. Members in attendance were Dana Williams, Marianne Cone, Candace Erickson, Roger Harlan, Jim Hier, and Joe Kernan. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Ray Milliner, Planner; Brooks Robinson, Planner; Katie

Cattan, Planner; Max Paap, Special Events Manager; Ken Fisher, Recreation Director; and Matt Twombly, Project Manager.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

1. Red Stag Lodge condominium plat – Planner Brooks Robinson reported that this plat was approved in January by the City Council. The commercial unit was described as 694 square feet but the final plat is drawn at 721 square feet. Staff feels the increase is diminuous and does not increase parking requirements or exceed the 5% support commercial. Members of the City Council indicated their agreement to proceed to allow the owner to record the plat.

2. Commuter Vision Award. Kent Cashel presented the City Council with the Commuter Vision Award awarded by UTA in recognition of the Transportation Summit, conversion of our bus system to bio-diesel, and the future park and ride lot project. Summit County and the Share the Road group were also recognized.

III PUBLIC INPUT *(any matter of City business not scheduled on agenda)*

None.

IV WORK SESSION NOTES AND MINUTES OF MEETINGS OF MARCH 29, 2007 AND APRIL 5, 2007

Roger Harlan provided minor typographical corrections to the City Recorder. Marianne Cone, "I move we accept the minutes of March 29 and April 5, 2007 (as corrected)". Joe Kernan seconded. Motion carried unanimously.

V CONSENT AGENDA PUBLIC HEARINGS *(items listed will be open for public hearing prior to consideration for adoption or rejection; hearings may also be continued by vote of the Council)*

1. Consideration of an Ordinance approving the Roundabout Subdivision, 300 Deer Valley Loop **(Motion to continue to May 24, 2007)** - and

2 Consideration of an Ordinance approving the 621 Woodside Avenue Plat Amendment **(motion to continue to May 24, 2007)** – The Mayor requested a motion to continue both items to May 24. Jim Hier, "I so move". Roger Harlan seconded. Motion unanimously carried.

3. Consideration of an Ordinance considering approval of amendments to the Land Management Code of Park City, Utah, to address substantive revisions to Chapter 2.2 Historic Residential (HR-1) District, Chapter 2.23 Community Transition (CT) District, Chapter 3- Parking, Chapter 4- Supplemental Regulations, Chapter 2 Zoning Districts, and Chapter 15 – Definitions – Planner Ray Milliner explained that the amendment to the HR-1 relates to parking requirements for bed and breakfasts and boarding houses.

Currently, these uses are allowed only in historic structures and there will be additional language about meeting parking requirements. The second modification is changing conservation activities in the CT Zone from a conditional use to an allowed use. The third increases parking requirements for nightly rental uses for dwellings with more than five bedrooms. Supplemental regulations are recommended to be revised to be consistent with requirements in Chapter 2 of the zoning districts. The definition for *accessory apartments* and *nightly rental* language has been clarified. Mr. Milliner explained changes to Chapter 2 clarifying the minimum roof pitch needed to qualify for a roof height exception. In response to a question from Jim Hier, Brooks Robinson stated that the reworded definition for nightly rental is intended to clarify a nightly rental from a bed and breakfast. Nightly rentals are described as renting to one entity, not multiple parties. Mr. Hier asked what section the square footage limitation on accessory apartments is located, and Mr. Miller noted that it is not in Definitions but Supplemental Regulations. The Mayor opened the public hearing and with no comments from the audience, closed the hearing.

4. Consideration of an Ordinance approving the 411 Park Avenue Re-plat Plat amendment combining all of Lot 3 and a portion of Lot 3 Block 4, of the Park City Survey, located at 411 Park Avenue, Park City, Utah – Ray Milliner explained that the request is to remove an interior lot line to accommodate the construction of a single family home. The Planning Commission and staff recommend approval. The Mayor opened the public hearing, and with no comments, closed the hearing.

5. Consideration of an Ordinance approving the 573 Main Street single-lot subdivision plat amendment, located at 573 Main Street, Park City, Utah – Planner Ray Milliner explained the lot combination request is for The Claimjumper Hotel on Main Street to accommodate the renovation of the historic structure. The proposal is to remove the additions installed in the 1980s and the Planning Commission recommends approval pursuant to the findings, conclusions and conditions outlined in the Ordinance. Jim Hier asked if potential impacts to the Park Avenue neighborhood during construction are addressed. Mr. Milliner explained that mitigation will be considered at the building permit and design review stages. The entire structure is proposed to be built in the HRC Zone with no encroachment in the HR-2, or deliveries from Park Avenue. In response to a question from Roger Harlan about modifying the front façade, Ray Milliner explained that the addition will be stepped back and not affect the front of the building. The building has a National Historic Registry designation and the Mayor asked if it can be maintained with the new addition. Mr. Milliner believed the designation will not be compromised; the original footprint will remain and all historic materials will be saved. Ms. Erickson believed that by allowing the addition, the national historic designation will be withdrawn. Mr. Milliner reiterated that the plan is to retain the historic materials and the existing additions currently cover the original rear of the building. Also, the porches are not historically accurate and will be removed. Dina Blasé, Historic District consultant, reviewed the design and had no major objections. Mayor Williams stated that there are only 15 buildings on Main Street on the Historic Register and losing one more is serious; he asked if design criteria could be more stringent on this application. The City Manager clarified that this project is at the plat

amendment stage and subject to other processes. Mr. Milliner noted that the property owner indicated that it is not on the Historic Register because of the 1980 additions, but and the application will be reviewed further. Roger Harlan discussed the difficulty in matching historic brick and Mr. Milliner advised that the additions are proposed to be copper. Mayor Williams expressed his interest in getting the building on the Historic Register and opened the public hearing.

Peter Barnes, architect, stated that he lives across the street and did not receive notice. He asked if a rooftop bar proposed, not that he would object. He would like to be kept informed.

With no further comments, the public hearing was closed.

6. Consideration of an Ordinance approving the 436 Main Street Subdivision combining Lot 9, Block 23 of the Park City Survey and the parcel of land adjacent to Swede Alley and east of 436 Main Street, Park City, Utah – Katie Cattan explained that the application is a request to combine two lots into one parcel in order to facilitate an addition to the commercial building off the rear portion facing Swede Alley. The addition will have no effect on its Main Street façade and the Planning Commission forwards a positive recommendation to City Council. There was no public input and staff recommends approval based on the findings outlined in the Ordnance. The Mayor opened the public hearing. With no input from the audience, the public hearing was closed.

VI CONSENT AGENDA *(items that have previously been discussed or are perceived as routine and may be approved by one motion. Listed items do not imply a predisposition for approval and may be removed by motion and discussed and acted upon under "Additional Discussion – Agenda Items")*

Roger Harlan, "I move approval of Consent Agenda Items 1, 2, 3 and 4". Jim Hier seconded. Motion unanimously carried.

1. Ordinance considering approval of amendments to the Land Management Code of Park City, Utah, to address substantive revisions to Chapter 2.2 Historic Residential (HR-1) District, Chapter 2.23 Community Transition (CT) District, Chapter 3- Parking, Chapter 4- Supplemental Regulations, Chapter 2 Zoning Districts, and Chapter 15 – Definitions – See public hearing and staff report.

2. Ordinance approving the 411 Park Avenue Re-plat Plat amendment combining all of Lot 3 and a portion of Lot 3 Block 4, of the Park City Survey, located at 411 Park Avenue, Park City, Utah - See public hearing and staff report.

3. Ordinance approving the 573 Main Street single-lot subdivision plat amendment, located at 573 Main Street, Park City, Utah - See public hearing and staff report.

4. Ordinance approving the 436 Main Street Subdivision combining Lot 9, Block 23 of the Park City Survey and the parcel of land adjacent to Swede Alley and east of 436 Main Street, Park City, Utah - See public hearing and staff report.

VII NEW BUSINESS *(new items with presentations and/or anticipated detailed discussions)*

1. Consideration of adoption of a Resolution approving a letter of intent between Park City Municipal Corporation, Summit County, and Snyderville Basin Water Reclamation District – See staff report and work session comments on solid waste issues. The Mayor invited comments. Mike Sweeney expressed support on behalf of the HMBA. Jim Hier, "I move we approve the Resolution as written in the staff report". Candace Erickson seconded. Motion carried unanimously,

2. Request to modify the Master Festival License for the Park *Silly* Sunday Market, including extended street closure times, amplified music, and single event beer license on lower Main Street from Heber Avenue north to ~~8th~~ **9TH** Street from June through October 2007 – Max Paap explained the history of the application which was discussed during work session. He covered amendments to the MFL previously approved by the City Council including obtaining local consent for a beer garden on the approved venue site, extending hours from 4 p.m. to 6 p.m., changing the ability for the City Council to approve another MFL at the same location from 30 days written notice to 90 days written notice, and a one-time approval for amplified music for an October Fest celebration with the street closure extending from 6 a.m. to 10 p.m. on October 14. In response to a question from Candace Erickson, Ms. Kuehn explained that the street will be dismantled by 6 p.m. The amplified music request was discussed. The Mayor opened the public hearing.

Ed Brophy, resident, pointed out that the wording on the agenda title should read 9th Street not 8th Street and Max Paap regretted the typo, but noted that the staff report is correct.

With no further pubic input, the Mayor closed the public hearing. Joe Kernan, "I move we approve modifications to the Master Festival License for the Park Silly Sunday Market as written". Marianne Cone seconded. Motion unanimously carried,

VIII OLD BUSINESS *(old items with presentations and/or anticipated detailed discussions)*

1. Consideration to proceed with a Conditional Use Permit application for a dog park located at the base of PC Hill - Mayor Williams explained that Council received public input on this project a couple of weeks ago. Ken Fisher explained that the Recreation Advisory Board introduced the dog park concept in September 2005 and a subcommittee was formed to identify a location for a dog park. In 2006, the Recreation Advisory Board recommended building a dog park at the North 40 parcel. Council was supportive of the recommendation and using neighborhood park funds to pay for the

installation of fence. On March 29, 2007, staff asked for permission to proceed with a conditional use permit application because an active user group had been formed to address fund-raising and maintenance of a facility. The City Council directed staff to revisit the inventory of City-owned property with specific criteria, including space for vehicle parking, ability to be developed at minimal expense, not earmarked for other uses, minimum of one acre, level, qualify for a CUP, located near potential users, located near existing recreational amenities, and access to pedestrians. Mr. Fisher stated that based on these criteria, staff arrived at the same conclusion as it did in 2005 and continues to recommend the North 40. The Mayor opened the public hearing.

Ed Brophy, asked if there will be an area for small dogs. Ken Fisher explained that there will be one fenced area but the area can be divided, if needed.

Tony Mahon, adjacent property owner asked where the park will be and what it will look like. Matt Twombly identified the location by way of a map and described the fencing. He asked who will enforce violations and stated that the dog park will depreciate property values. The neighborhood has had no input and Council members should consider this like it was in their front yards. Roger Harlan interjected that there is no proof that a dog park will negatively impact property values and Mr. Mahon spoke about the nuisance of barking dogs.

Steven Osguthorpe stated that his family owns a two acre lot immediately adjacent to the dog park property. It has been on the market for years but as soon as the buyers found out about the dog park, they backed out of the sale. He feels this is indicative of a dog park reducing property values and felt that property owners should have been notified. A dog park was not contemplated when his family sold open space property to the City and retained the two acre parcel. Mr. Osguthorpe expressed his experience with and love of animals. A dog park is needed but this is not the place to put it. The run off from the parcel and parking lot will drain into the creek affecting downstream users. He suggested that Quinns Junction be considered rather than devaluing adjacent properties and the creek should be preserved. Ken Fisher advised that the facility is sited 50 feet away from the creek. Through illustration of a map, the Osguthrope property was defined for Council members. Tom Bakaly clarified that staff is not looking for a decision on approving the dog park at this location but rather proceeding with a conditional use permit process for the dog park. Mitigation and design issues will be addressed at this stage and the public will be noticed and have an opportunity to participate at meetings.

Greg Schirf, adjacent property owner, stated that everyone is in favor of a dog park but the question tonight is the best place to build one. Nobody has recommended a *good* site, the *best spot* is just not good planning. A dog park should have been master planned at Quinns Junction where there aren't residents. He felt Quinns meets all of the criteria because it has parking and access.

Debbie Schirf, adjacent property owner, described the location of their home on the map. The dog park will block their views from their home and will be extremely disturbing. Having dogs in the area would disturb their pets and the moose, fox, and sandhill cranes in the area. She doesn't believe that Park City needs a dog park because of the number of trails; this is not a cosmopolitan area.

Liza Simpson, RAB member and subcommittee member, stated that dog parks aren't about walking your dog on a trail, but relate to socializing dogs. If the Council feels that Quinns Junction is a more appropriate site, the committee is more than open to consider it, but it was not on the table because it didn't meet the criteria. She believes the North 40 is a *good* site and the conditional use permit can be revoked if there are complaints.

Matt Galvin, RAB Chair, acknowledged concerns expressed by adjacent property owners but feels that Park City needs a dog park. There are potentially dangerous situations with off-leash dogs and no matter where it is proposed, there will be objections and concerns expressed by neighbors about disturbing wildlife. Mr. Galvin felt that pedestrian access to the park is important which limits options and suggested odd and even use of trails and/or parks.

Kevin Callahan, Park Meadows resident, felt a dog park is needed. He was an Animal Control Officer for three years and is familiar with problems between dogs and people. Many issues have to do with dogs defining and protecting their territories. However, dogs recognize that dog parks are shared turf and learn how to get along with each other, resulting in a dramatic change in behavior. Walking dogs on lead will provide some exercise but it is not the same as running and the problem with trails is that they're multiple use. Mr. Callahan felt odd and even days would be difficult to enforce. From an animal control point of view, the dog park not only socializes dogs but also dog owners and there is pressure for owners to be more responsible. The Trailside Dog Park was discussed which is not well used because it is too small.

Trisha Hipskin questioned the need for a dog park and agreed with Debbie Schirf. She felt there are more dogs here than people. As an operator of a dog sitting business, there definitely needs to be a solution, but she does not believe it is necessarily a dog park and recommended even and odd day use of trails. The North 40 site has no shade or water and the parcel is next to soccer fields and schools which is inappropriate for a dog park. She felt dogs receive the same socialization on a trail as in a dog park. She admitted that she runs her dogs off leash on trails but they are voice command trained.

Mayor Williams explained open and responsive government and when a group approaches the City Council with an idea, it is incumbent upon the City Council to look at it without preconceived notions. He stated that Park City is a dog friendly town but within the last year, there have been three devastating dog attacks on our trails. There are people who believe their dogs are under voice control and are above the law. This is a community dialog to determine what is best for the overall good.

Ian Wyman, student, read a statement into the record. He relayed that dog parks have many community benefits and are very popular. The North 40 site is a great location because it is walk-able from many neighbors and requested Council approval.

Carol Potter, Mountain Trails Foundation, spoke about being a law abiding citizen by always having Roxie leashed and she would love to have a dog park to let her run. Mountain Trails is in total support. As a RAB member, she relayed that they have worked very hard on this project, but she is personally comfortable with Quinns as well.

Susan Townsend, Park Meadows resident, acknowledged the socialization benefits of a dog park but it needs to be in the right location. She doesn't feel that dog parks are a real necessity for dogs and space needs to be considered. She is opposed to the North 40 proposal.

Marty Schloesser, dog park committee member, explained that the group has a vision for the dog park and has raised funds so that it becomes more than a grassy area with a fence. She talked about the facility being able to accommodate small dogs. There are stringent guidelines proposed for dog owners using the park and she felt that pollution of the creek is unlikely. Dog parks are very popular across the country and are actually promoted in marketing tourism.

Mike Osguthorpe, neighboring property owner, referred to the map and the proximity of his family's property. He felt that property values will decrease with a dog park because of the noise and hours of operation, and other nuisances. Quinns Junction is the right place because there is no residential there.

Kristen Montgomery, Park Meadows resident, felt that the North 40 location is inappropriate because traffic is already an issue on SR248 and users may affect peak hours. The Quinns Junction option is better. She commended Ian Wyman for pursuing this civic project. She personally doesn't want to see a fence installed on open space, wouldn't want this in her backyard, and is concerned about disturbing wildlife migration corridors.

Alexander Loft, Park Meadows resident, relayed his respect for all opinions rendered, but pointed out that the design is conceptual and subject to change. He believes that concerns can be adequately addressed and discussed the success of dog parks in expensive neighborhoods. He felt the impacts will not be as great as some people fear because self-policing among dog owners is common and effective. The North 40 area is highly used now and the wildlife in the area does not seem to be disturbed and he felt that a fenced dog park would not be a negative. He pointed out that more people may have to drive to the Quinns location than the North 40. Dog parks are a great amenity.

Beth Mahon, Park Meadows resident, spoke about the open space on the North 40 where there is rarely a problem with dogs interacting. She is not against a dog park and has seen many facilities across the country where they are a necessity. She didn't feel that a mix of small and large dogs will work. There will be a lot of barking and hoped that Council will consider other locations so her neighborhood is not impacted.

Brian Dagget, Park Meadows resident, acknowledged the pros and cons presented, but addressed the importance of monitoring and policing the park. There will be a lot of barking and there are irresponsible dog owners who may not clean up after their dogs. Locating a dog park in the middle of a residential area is insane.

Carol Sletta, Sampson Avenue, spoke about the changes over the decades, including electronic fencing and active pet education and adoption programs. It is only logical that Park City has a dog park. She would much more prefer living next to a dog park than a condominium project next to her house.

Charlene Brewster, Furberia, explained that one of the reasons the Trailside dog park is not used is because it is an inadequate size to be successful. Dog parks are very good places for dogs to socialize and she spoke about the popularity of doggie day cares, for instance. She encouraged people to visit a two acre park in Salt Lake where there has been no negative impact on property values. Park City is becoming more urban every day and most visitors assume we already have a park.

Roz Cone, Park Meadows resident, complained about the proximity of the dog park to her home if it is approved. She did not like the idea of out-of-state visitors driving to her neighborhood to use the dog park. Park Meadows is not urban and is very residential. There will be more traffic on SR248 and the hours of operation are too long.

Chris Wickland, resident, felt that there will be opposition to any location suggested for a dog park. The approval of the conditional use permit can be reversed if concerns can not be mitigated. He thanked Council for taking on this project.

Jen Gayle, Summit Park resident, stated that she complies with the leash law and takes her three dogs to doggie day care and dog parks in Salt Lake. She is not sure of the right location, but would love to have a facility in the community.

Carey Coffee, Park Meadows residents, stated that she supports a dog park, but not at the North 40 location. She is fearful of disrupting the wildlife there. She suggested contacting the ski resorts for more space; a dog park is not appropriate in a residential area.

Dottie Small, Park Meadows resident, felt that dogs need to run and is not opposed in concept to a dog park. As an adjacent neighbor, she felt she should have been notice and is also concerned about the wildlife in the area. Having people hanging around the schools is not a good idea and her vet didn’t feel a dog park will work. Dogs will be barking all day and property values will decrease. There is already a lot of open space and trails for socialization.

Jess Reid, Park Meadows resident, stated that he is totally opposed to the North 40 site and encouraged Council to consider Quinns Junction.

With no further input, the public hearing was closed. Mayor Williams relayed that he has spent a lot time at the North 40 observing neighborhood dogs off leash chasing the wildlife. The property is being used as a dog park now, and he doesn't *buy* the wildlife argument and understands the *NIMBY* points of view. He lives 300 feet from affordable housing which has not negatively impacted his property values and enhances the community. He favored the North 40 location, but completely changed his mind when he realized tonight the proximity of the Osguthorpe property and suggested *going back to the drawing board*. Jim Hier felt that if the Osguthorpe home existed, pursuing the North 40 location would not have occurred. It would be great to open trails as a leash-free area for trained dogs, but the City does not have the ability to change the leash law and a dog park should be considered as an option. The Quinns Junction parcel is an appropriate site but was earmarked for other uses and not considered by the committee. He pointed out that Council has the discretion to direct staff to look at the Quinns location which meets much of the criteria and agreed with comments made about creating additional traffic congestion and parking in the North 40 area. A conditional use permit doesn't guarantee future use and may provide for an annual review. The dog park can be revoked if conditions are not met. With regard to public notice, he felt there has been a lot of reporting on this issue and noticing is required when the conditional use permit application is submitted. The City felt it beneficial to hold meetings on the dog park in advance.

Candace Erickson commended RAB and the subcommittee who followed criteria, specifically not considering property which is already programmed. She commented on the many changes in town over the past ten years and felt a dog park is needed, especially for people who want to be law-abiding citizens. Ms. Erickson agreed with Mr. Hier and felt Quinns Junction may be a better choice because it is not residential. It may be harder to get to, but the parcel may be larger.

Marianne Cone observed that confined dogs seem to create problems. She proposed reconfiguring the parcel so that the facility is farther from the building pad on the Osguthorpe parcel. The North 40 is a good spot and if it is pursued, she suggested using temporary fencing in the event the location changes. The leash law should be enforced if and when a dog park is built as there are incidents on trails.

Joe Kernan believes the community needs a dog park and that contamination of the stream can be addressed. He is reluctant to use valuable property contemplated for fields for construction of a dog park and believes potential problems can be resolved during the CUP process. He indicated that Richardson Flats may be an option.

Roger Harlan spoke about the responsibility of elected officials to consider public input and relayed the success of the skate park project which received a lot of criticism from adjacent neighbors during the planning process. He discussed conditions associated with a CUP and suggested that a temporary dog park be built on the North 40 site and when a building permit is requested on the Osguthorpe property, that the City remove and relocate the dog park. He is interested in this location because of its proximity to the Park Meadows and Prospector neighborhoods. There is a lot of flexibility with a CUP and he is supportive of proceeding with an application for the North 40. Jim Hier pointed out that the skateboard park would be successful anywhere because of its outstanding design. Building at Quinns would provide an opportunity to better plan amenities for the dog park. Creating a condition that when a building permit is approved, the dog park moves is not a good idea because the park may be working well and then what does the City do? He felt that if it works at the North 40, it will work at Quinns. Roger Harlan again spoke about the skate park project and preconceived ideas by the neighborhood. Candace Erickson added that there were issues with the skate park, and the City installed fences and landscaping so patrons didn't wander on private property and to help buffer the noise for residents. Jim Hier observed that most comments in opposition are from the Park Meadows area and he didn't feel many people in town will walk to the North 40 site.

Roger Harlan and Marianne Cone were in favor of pursuing the North 40 site and Jim Hier, Joe Kernan and Candace Erickson did not support pursuing a CUP on the North 40 site. Mayor Williams suggested that the Council redefine criteria and provide RAB with more options. Jim Hier stated that several properties have already been analyzed and rejected. Quinns Junction is already programmed for fields and is not within walking distance. It would be helpful to explore the overall programming for Quinns to determine if a dog park is feasible. Mr. Hier stated that he doesn't need a new set of criteria and would like to see if City-owned property or possibly a donated parcel at Quinns works and Candace Erickson agreed. Marianne Cone commented that she would consider donated property. Candace Erickson emphasized that the City does not own Richardsons Flats and considerations should be limited to City-owned parcels. Joe Kernan pointed out that there may be long-term solutions at other locations. Roger Harlan acknowledged the direction of the majority of Council members, and thanked the work accomplished by RAB.

Tom Bakaly understood Council direction to be to return to Council with a plan for Quinns and not pursue a conditional use permit for a dog park at this time.

2. <u>Continuation of discussion considering an Amendment to Parcel 1 of the Walter Daniels Subdivision, located at 605 Woodside Avenue, Park City, Utah</u> – Ray Milliner explained that information associated with the Planning Commission's deliberations are included in the packet material. The applicant is requesting subdividing Parcel 1 of the Walter Daniels Subdivision into two properties for the purpose of restoring an historic home and constructing a residence in the back of the property. Staff has made the following findings; the subdivision is an increase in density which is incompatible with the neighborhood and there is not good cause to amend the original subdivision plat. The plat amendment was approved in 1995 and compliant with the LMC. It eliminated metes and bounds parcels in the rear and created areas where the existing home could be expanded and still have a sizeable yard. Staff finds that the original plat amendment was and is appropriate. The third finding for denial is that there is insufficient frontage

along Woodside Avenue; the applicant is proposing a 16 foot wide frontage and the Code requires a 25 foot wide strip.

Through illustration of slides, Mr. Miller explained the proposal to remove the garage from the historic home which then becomes access to the second home in the rear. Property owner Lawrence Meadows clarified the location of the garage and stated that the original historic wall will not be disturbed. Architect Kevin King emphasized that no new retaining walls will be built and he pointed out that the grade of the driveway will be raised so the walls will appear shorter. Mr. Milliner illustrated the proposed plat and a site plan.

Mark Kozak, attorney, referred to an exhibit showing that from the turn of the century there were two houses on this property near the street. It was never platted to be a two house parcel. He quoted several complimentary comments included in the Planning Commission meeting minutes demonstrating there is a solid record of the appreciation of the design qualities of the project. With respect to the prior plat amendment staff recommendation, Mr. Kozak believed the intention was in general to ensure existing structures are not straddling several property lines and to add a portion of a previously unplatted section of property to each owner's backyard creating larger lots. The HR-1 Zone is characterized by a mix of large contemporary residences and smaller historic homes and they are proposing a large contemporary residence and a small historic home. Mr. Kozak addressed Finding No. 9 regarding incompatibility in creating a gap in the streetscape for a driveway. This is compatible with their neighbor and Finding No. 10, regarding retaining walls, is a misstatement. Mr. Meadows interjected that the property is next to the 6th Street easement which creates a 35 foot gap on the street and he doesn't view visual open space as a negative. They are also volunteering to build the 6th Street Stairs as a part of this project. The Mayor invited the audience to comment; and with no public input, he closed the public hearing.

In response to a question from Marianne Cone, Mr. Meadows indicated that the existing driveway is 24 feet. Roger Harlan expressed concerns about the historic house being damaged with the tunnel construction and Mr. Meadows explained that the structure over the current garage will be removed. Kevin King added that he has designed a planter to buffer that side of the driveway. Mark Harrington urged Council to comment on the alleged inaccuracies of Findings Nos. 9 and 10 or give alternative direction to staff. The incompatible gap issue was discussed. It was pointed out that the dwelling is non-conforming but this is not cited as a finding. Jim Hier asked if it should be a finding and Mark Harrington responded that it depends on Council's evaluation of whether there is good cause for this plat amendment. Staff takes issue with selectively choosing to quote certain Planning Commission statements with regard to the design but some were out of context. Mark Harrington stated that modifications that are considered appropriate can be done without the plat amendment, i.e., restoration of historic home. The real issue for staff was allowing the additional density in the back which would have been allowed before the 1995 plat amendment and whether there is good cause to revert to that configuration. The 1995 staff report clearly reflects the intent to provide compatible additions and the record speaks clearly to that. Mr. Harrington advised that the Council weigh whether there is good cause to support that direction or whether this proposal is sufficiently consistent with zoning. The zone encourages lot combinations for single family dwellings and there needs to be findings to support going in the other direction by re-subdividing. Kevin King commented on the change in thinking about additions to historic structures and he received positive comments on his concept. The Code allows them to construct a duplex and doesn't believe this plan increases density.

The Council deliberated over Finding No. 10 with regard to the height of the retaining walls. Jim Hier suggested that it may not be that important and suggested striking it as a Finding. All members concurred. In response to a comment from Roger Harlan about a duplex, Ray Milliner stated that Finding No. 8 speaks to the potential for a duplex and there was discussion about it not being relevant to this application. Jim Hier stated that he could drop the finding about the incompatible gap and Ray Milliner explained that it is mentioned because it is different than the typical streetscape and considered incompatible. Joe Kernan didn't feel he could support this finding and Jim Hier explained that the findings support denial. Jim Hier suggested that the last sentence in Finding No. 9 be deleted. He believes that the favorable Planning Commission comments referred to by Mr. Kozak were prefaced with statements that the LMC doesn't support it and the Commission makes decisions based on compliance with the General Plan and LMC. He agrees with the Planning Commission's denial because of the potential for increased density.

Marianne Cone stated that she doesn't have a problem with the driveway space and Mark Harrington described staff's position on the streetscape. The statement regarding density is a compatibility determination that Council must make. Members must also decide whether there is good cause to revert to the prior plat and to evaluate zoning regulations as they apply to this application. Ray Milliner relayed, in response to a question from Joe Kernan, that lots must be 25 feet wide measured 15 feet back from the front property line. A determination was made that the property fronts Woodside Avenue where the width of the lot should be measured, rather than from unbuilt Sixth Street or Norfolk Avenue. Kevin King clarified that Section 15-2.2-3, lot and size requirements, refers to frontage but does not specify 25 feet of frontage and lot width is defined as the minimum distance between the side lot lines and the front setback or front building façade. He stated that the front building façade is behind the historic structure with 47.9 feet of width and they also have frontage. Ray Milliner again stated that there is no existing building to measure from. Mark Harrington discussed irregularly shaped lots and the Planning Director's discretion in determining the front side of the building. In response to a question from Joe Kernan, Ray Milliner explained that increases in density are not illegal but discouraged. Lot combinations are encouraged which typically reduces density. Candace Erickson asked if the applicant is willing to decrease the back lot and increase the front lot size; the result would not accommodate a duplex on either lot. Mr. Meadows suggested a deed restriction and Ms. Erickson stated that this is not always the best approach for the City. There was discussion that Ms. Erickson's suggestion would decrease the size of the back house. Mr. Meadows emphasized that the unit equivalency on the property is 3.8 and density is governed by the definition of the minimal conforming lot. Mark Harrington disagreed and explained that density is sometimes qualified by other development standards and some density units require additional review and approval and there are no entitlements. He encouraged the applicant to focus on the merits of the project rather than distracting Council with peripheral issues. He encouraged Council to look at compatibility and Ray Milliner added that a duplex in this zone would require a conditional use approval.

Jim Hier, "I move we deny the application based on the Findings of Fact and Conclusions of Law, as modified during this deliberartion to exclude the last sentence in Finding No. 9 and deleting Finding No. 10". Candace Erickson seconded. Motion carried unanimously.

IX ADDITIONAL DISCUSSION – AGENDA ITEMS

X ADJOURNMENT

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

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 2 p.m. Members in attendance were Mayor Dana Williams, Marianne Cone, Candace Erickson, Roger Harlan, Jim Hier, and Joe Kernan. Staff present were Gary Hill, Budget Managesr; Kent Cashel, Assistant Public Works Director Tom Bakaly, City Manager; and Mark Harrington, City Attorney; Myles Rademan, Public Affairs Director; and Tom Daley, Deputy City Attorney. Marianne Cone, "I move to close the meeting to discuss property". Candy Erickson seconded. Motion carried unanimously. The meeting opened at approximately 2:45 p.m. Marianne Cone, "I move to open the meeting". Joe Kernan seconded. Motion unanimously carried.

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

Prepared by Janet M. Scott

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Janet M. Scott, City Recorder

City Council Staff Report

Sustainability Team

Author: Jonathan Weidenhamer
Subject: Economic Development Grant – Park Silly Sunday Market
Date: May 3, 2007
Type of Item: Award of Economic Development Grant

Summary Recommendation – The Economic Development Grant Committee recommends Council award an Economic Development Grant in the amount of $7,000 to the Park Silly Sunday Market, a Utah based non-profit organization that will be located within Park City, Utah.

Topic:
Informational Update & Consideration of Award of Economic Development Grant

Background:
On May 25, 2006, City Council reviewed and approved a budget policy and application process for City administered Economic Development Grants. In any fiscal year the City may award up to $20,000 in grant monies. To date in FY 2007, $10,000 has been previously awarded, leaving up to $10,000 still available.

The Park "Silly" Sunday Market (PSSM) was approved for a Master Festival License on November 30, 2006 and will take place on successive Sundays during June, July, August, September, and October of 2007, with the exception of August 5th for the Arts Festival. The Market is an eco-friendly, open air market that would feature unique and eclectic local and regional arts and crafts, music and performance art, antiques, imports, and one-of-a-kind finds, gourmet foods and a farmers market with fruits and vegetables. The template for this event is similar to that of other such markets in western mountain ski towns. The PSSM has applied for a grant in the amount of $10,000.

The PSSM submitted a completed application and business plan that was supplied to the Economic Development Program Committee (made up of representatives of the Budget Department (Seth Atkinson), Sustainability Team (Myles Rademan, Patrick Putt, Jonathan Weidenhamer), and Council Liaisons Jim Hier and Marianne Cone. The committee reviewed the application and a summary of the Committee's recommendations is included below. A complete copy of the application and business plan is attached.

Analysis:
The Economic Development Program Committee (Committee) discussed at length if PSSM was eligible for grant consideration. Per the adopted Grant Policy (Exhibit B), grants are

available for relocation assistance or for New Business Start-up Assistance. This second category is available for assisting a new organization or business with new office set-up costs. Expenses that could be covered through an ED Grant include leased office space costs and fixtures/furnishings/ and equipment related to setting up office space within the City limits. Although the Committee is supportive of sustaining a local start-up business that happened to be in the event business, the Committee generally agreed that the Grant program was not established to subsidize events. However, the Committee has reviewed the application and found that the PSSM meets all of the criteria required for consideration. Of particular note, the success of the Silly Market concept is consistent with the 3 top priority goals of the City's Economic Development Strategic Plan (attached):

- Facilitate the establishment of more "attractions/areas of interest" for both visitors (tourism economy) and residents (population economy).

- Maintain and improve the balance of Sustainable Community goals by going beyond just economic initiatives to include social and environmental strategies.

- Protect, preserve, and promote the historic Main Street downtown area as the heart of the region.

In addition, the PSSM meets the high priority goal of:

- Further diversify the summer tourism initiatives with aggressive efforts to promote a broadened and more active summer season.

Consistent with the intent of the Grant Policy, an award of an Grant would assist the PSSM in start-up costs of operating the Market on Main Street for a minimum of three years. Per the attached business plan and profit and loss estimates, the PSSM has provided a clear description of how the funds will be used to subsidize their one-time start up costs. They have also separated ongoing revenues and expenses to identify a net profit (Attachment A).

The consensus of the Committee recommends a grant of $7,000 to assist with new business start up costs. The Committee sees a benefit in having the PSSM's representatives attend work session on April 19 to answer any questions the City Council might have. City Council will have final judgment on whether the applicant has met the required criteria, and also what amount to consider awarding. Staff would execute a formal grant contract, in a form approved by the City attorney, should Council authorize the award of grant. A draft of that award is attached.

Significant Impacts:
Criteria #3 of the Grant Policy identifies that funding cannot be used for one-time events, and that organizations must commit to and demonstrate the ability to do business for no less than 3 years. Consistent with the Policy and prior award of Economic Development Grants, upon dissolution of the PSSM prior to three years any remaining funds attributable to the City shall revert to the City in a prorated amount.

Department Review: This application was reviewed by representatives of the Economic Development & Capital projects department, the Economic Development Program Committee, Budget Department, Legal Department and City Manager's Office.

Alternatives:

A. **Award the Grant as described (Staff recommendation);**
B. Continue the Item to another date. Provide direction regarding additional information if necessary;
C. Deny the Request. Direct staff to prepare finding reflecting how the Council determines that the criterion was not met.
D. Adjust the amount of Grant Award, Provide direction to staff for a revised contract:

Staff Recommendations: The Economic Development Grant Committee recommends Council provide direction to approve an Economic Development Grant in the amount of $7,000 to the Park Silly Sunday Market, a Utah based non-profit organization that will be located within Park City, Utah.

Attachments:
Attachment A – PSSM Application and Business Plan
Attachment B – Grant Policy
Attachment C – ED Strategic Plan
Attachment D – Draft Economic Development Grant Contract

Attachment A
Response to Criteria & Business Plan

ED Grant Distribution Criteria: Organizations must meet the following criteria in order to be eligible for an ED Grant:

Criteria #1 – The organization must demonstrate a sound business plan that strongly supports prioritized Goals of the current City Economic Development Plan.

- Please refer to the attached Business Plan.

Criteria #2 – The organization must be unique and innovative; with a forecasted ability to generate overnight visitors who would spend dollars within the City's resort offerings.

- Celebrating community, commerce and creativity in an eco-friendly, open-air market is the focus of the Park Silly Sunday Market. The Market is a unique event which will give Parkites and their guests memorable experiences. We are providing and encouraging a convenient getaway for in-state visitors to come to Park City for family-oriented fun. The market will create a desire for overnight stays on Saturday and Sunday nights.
- In the summer of 2006 the Chamber found that retail/ dining was the #1 attraction to Park City. Of these in-state visitors it was also found that shopping on Main Street was the #1 purpose for visiting Park City. The Park Silly Sunday Market will create a convenient family get-away and a low cost mini-vacation where visitors can enjoy the offerings and commerce of the market on our highly popular Main Street.
- To meet this criterion and in order to drive overnight visitation to Park City in its first year the Park Silly Sunday Market has set aside $9,000 from its existing marketing plan to promote overnight visitation from Salt Lake. The same amount of funding if not more is planned for the same purpose in subsequent years.

Criteria #3 – The organization must be new to Park City or represent a distinctly new enterprise supportive of the current priority Goals of the City's Economic Development Plan. Organizations must commit to and demonstrate the ability to do business in the City limits no less than three years. Funding cannot be used for 1-time events.

- In the summer of 2006 Chamber research found over 90% of visitors to Park City stated that they intended to visit Park City again. The Park Silly Sunday Market is intended to become a long-term extension of the Park City Community. With the long-term development of the Park Silly Sunday Market comes a great promotion of the City during its "low-crowd" season, in which our return guest can enjoy year after year.

Criteria #4 – The organization must produce items or provide services that are consistent with the economic element of the City's General Plan; enhances the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City.

- The Park Silly Sunday Market will provide services that are consistent with the economic element of the City's General Plan. One such service is the public forum offered by the Park Silly Sunday Market. In order to enhance the well being of the inhabitants of Park City the Park Silly Sunday Market has created a community forum; in which, one free space will be offered to individuals within the following categories: Musician/ Performer, Non-profit Group, Sustainable Issues Group, and Featured Chef. This forum will provide the public space where Parkites and their guest can find peace of mind whether enjoying music, discussing issues, learning new cooking techniques, or discovering what other events Park City has to offer. This service is of a $6,800 value per season.
- The Park Silly Sunday Market also fulfills the enhancement of prosperity to the city. The City has the ability to profit through the sales tax and revenue from over night hotel guests for years to come.

Criteria #5 – Can forecast and demonstrate at the time of application an ability to achieve direct taxable benefits to the City greater than twice the City's contribution.

- Over the next three years the Park Silly Sunday Market has the ability to create direct taxable benefits for the City. It is required that more than twice the City's contribution be generated. Through the sales tax and revenue from overnight guest the Park Silly Sunday Market can generate this amount.
- It is projected that each booth will average $800 in sales per Sunday. Consequently, the anticipated 80 booths then have the ability to yield $1,600 every Sunday in sales tax for the City [$800 * 80 = $64,000 sales] [$64,000 * .025 local sales tax = $1,600]. This being stated the city then has the ability to collect $27,000 annually and $81,600 within the next three years [$1,600 * 17 days = $27,000 annually] [$27,000 * 3 years = $81,600].

- This year the Park Silly Sunday Market has set aside $9,000 to encourage overnight guests from Salt Lake City. The increase of guests is also expected to bring money to the city from the revenue earned.

Criteria #6 – Fiscal Stability and Other Financial Support: The organization must have the following: (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.

- Please refer to the attached Business Plan.

PSSM Business Plan **Preliminary forecast of revenue and expenses**

		Modified Revenue
Canopy Sales	75booths @ $80 x 17 weeks	$ 102,000.00
Exclusive Water Sales	Only PSSM can sell water	8,500.00
PSSM Merchandise Booth	Eco-friendly bags, T's, hats etc.	10,530.00
Box Donations	Donation box at front entrance's	2,550.00
October Fest Fundraiser	Art sales, admission, liquor sales etc.	14,000.00
	Projected Revenue	**$ 137,580.00**
		EXPENSES
Electric		$ 2,000.00
Bathrooms		1,700.00
City Revenue / Parking Spaces		3,400.00
Media Marketing		21,000.00
Staffing / Admin		65,000.00
Insurance Policy		2,380.00
Waste Mgmt	Working on sponsorship	4,000.00
Music	Working on sponsorship	10,200.00
	Total Projected Expenses	**$ 109,680.00**
	Total Projected Revenue	
	Projected Profit	**27,900.00**

To Be Determined

Waste Management	Working on sponsorship	
Green Element	Working on sponsorship	
Music	Working on sponsorship	
Beer and Liquor	Beer 17 Sundays, Liquor 4 Sundays	10,200.00
	Total	
	Projected Profit with Beer & Liquor Sales	**38,100.00**

Start up costs **City funds will be used for**

Buy Barricades / Power Cables		1,500.00
Signage / Banners / Tables		7,100.00
Phone, Fax, Cells, Office supplies		5,200.00
Salt Lake media		9,000.00
	Total	22,800.00

Attachment B

ECONOMIC DEVELOPMENT GRANT POLICY (adopted June 15, 2006)

Annually, the City will allocate $20,000 to be used towards attracting and promoting new organizations that will fulfill key priority goals of the City's current Economic Development Plan. Funding will be available for relocation and new business start-up costs only.

ED Grant Distribution Criteria: Organizations must meet the following criteria in order to be eligible for an ED Grant:

> **Criteria #1** – The organization must demonstrate a sound business plan that strongly supports prioritized Goals of the current City Economic Development Plan.
>
> **Criteria #2 –** The organization must be unique and innovative; with a forecasted ability to generate overnight visitors who would spend dollars within the City's resort offerings.
>
> **Criteria #3** – The organization must be new to Park City or represent a distinctly new enterprise supportive of the current priority Goals of the City's Economic Development Plan. Organizations must commit to and demonstrate the ability to do business in the City limits no less than three years. Funding cannot be used for 1-time events.
>
> **Criteria #4** – The organization must produce items or provide services that are consistent with the economic element of the City's General Plan; enhances the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City.
>
> **Criteria #5** – Can forecast and demonstrate at the time of application an ability to achieve direct taxable benefits to the City greater than twice the City's contribution.
>
> **Criteria #6** – Fiscal Stability and Other Financial Support: The organization must have the following: (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.

The City's Economic Development Program Committee will review all applications and submit a recommendation to City Council, who will have final authority in judging whether an applicant meets these criteria.

Economic Development Grant Fund Appropriations: The City currently allocates economic development funds through the operating budget of the Economic Development & Capital Projects department. Of these funds, no more than $20,000 per annum will be available for ED Grants.

Unspent fund balances at the end of a year will not be carried forward to future years.

ED Grant Categories: ED Grants will be placed in two potential categories:

(1) Business Relocation Assistance – This category of grants will be available for assisting an organization with relocation and new office set-up costs. Expenses that could be covered through an ED Grant include moving costs, leased space costs, and fixtures/furnishings/ and equipment related to setting up office space within the City limits.

(2) New Business Start-up Assistance - This category of grants will be available for assisting a new organization or business with new office set-up costs. Expenses that could be covered through an ED Grant include leased office space costs and fixtures/furnishings/ and equipment related to setting up office space within the City limits.

Application Process: Application forms may be downloaded from the City's www.parkcity.org website or available for pick-up within the Economic Development Office of City Hall. Funds are available throughout the City's fiscal year on a budget available basis.

Award Process: The disbursement of the ED Grants shall be administered pursuant to applications and criteria established by the Economic Development Department, and awarded by the City Council consistent with this policy and upon the determination that the appropriation is necessary and appropriate to accomplish the economic goals of the City.

ED Grants funds will be appropriated through processes separate from the biennial Special Service Contract and ongoing Rent Contribution and Historic Preservation process.

The Economic Development Program Committee will review all applications and forward a recommendation to City Council for authorization. All potential awards of grants will be publicly noticed 14 days ahead of a City Council action.

Nothing in this policy shall create a binding contract or obligation of the City. Individual ED Grant Contracts may vary from contract to contract at the discretion of the City Council. Any award of a contract is valid only for the term specified therein and shall not constitute a promise of future award. The City reserves the right to reject any and all proposals, and to waive any technical deficiency at its sole discretion. Members of the City Council, the Economic Development Program Committee, and any advisory board, Task Force or special committee with the power to make recommendations regarding ED Contracts are ineligible to apply for such Contracts. City Departments are also ineligible to apply for ED Contracts. All submittals shall be public records in accordance with government records regulations ("GRAMA") unless otherwise designated by the applicant pursuant to UCA Section 63-2-308, as amended.

Attachment C – Economic Development Strategic Plan

Park City Municipal Corporation – Economic Development Plan

As of: 8/29/2006

VISION

To provide long-term economic health for the greater Park City region through a proper balance of tourism initiatives and sustainable community desires for those that live in and visit the area. As a guiding principle, all economic development initiatives will consistently strive to sustain a vibrant multi-seasonal destination resort community.

GOALS (FY2006-FY-2007)

Top Priority

- Facilitate the establishment of more "attractions/areas of interest" for both visitors (tourism economy) and residents (population economy).
- Maintain and improve the balance of Sustainable Community goals by going beyond just economic initiatives to include social and environmental strategies.
- Protect, preserve, and promote the historic Main Street downtown area as the heart of the region.

High Priority

- Further develop and market the uniqueness of Park City and why it is set apart from other mountain resort communities.
- Proactively target business sectors that will fill voids left by departing companies or for smart redevelopment reasons.
- Improve upon an already busy winter tourism season with efforts to maximize its full potential.
- Lengthen the tourism season to eight busy months a year. (4.5 winter/3.5 summer).
- Further diversify the summer tourism initiatives with aggressive efforts to promote a broadened and more active summer season.

STRATEGIES

Existing City Resources

Strategy 1:	Work towards a balanced transportation and pedestrian infrastructure plan throughout Park City
Strategy 2:	Add recreation space and facilities for attracting more tournaments and visitations
Strategy 3:	Improve the ease of permitting events
Strategy 4:	Update the Land Management Code to match priority goals of the economic development plan
Strategy 5:	Promote smart development at the Quinn's Junction area

City Has Participatory Role

Strategy 6:	Attract more festivals and events – winter & summer
Strategy 7:	Promote ways to sustain existing events
Strategy 8:	Provide additional Recreation Opportunities as Attractions
Strategy 9:	Provide more passive cultural tourism attractions
Strategy 10:	Extend visitor stays / fill beds
Strategy 11:	Enhance existing attractions
Strategy 12:	Create a cultural alliance
Strategy 13:	Promote Redevelopment within Park City
Strategy 14:	Retention and development of existing businesses
Strategy 15:	Make Park City more inviting and "User-Friendly" for organizers to throw events and for attendees to enjoy them

No Current City Resources to Accomplish

Strategy 16:	Develop a private foundation (i.e., Vail Valley Foundation) for events, festivals and performing arts underwriting
Strategy 17:	Target more Wasatch front (day visitors)
Strategy 18:	Apply the tag line "User Friendly" to projects and marketing programs geared towards showing how easy and fun it is to live and visit Park City

City's Role Unclear

Strategy 19:	Provide greater participatory attractions
Strategy 20:	Promote greater diversity of the commercial mix
Strategy 21:	Strengthen the existing Commercial Mix (City-Wide)
Strategy 22:	Develop additional funding and marketing sources for events
Strategy 23:	Promote locally owned, independent businesses
Strategy 24:	Promote community (social) sustainable community goals such as affordable housing
Strategy 25:	Promote environmental sustainable community goals such as renewable energy sources
Strategy 26:	Promote attractions and a commercial mix that encourages use by local residents

PROJECTS/PROGRAMS

Top Priority Projects

1. Downtown Capital Projects
   a. Downtown Plaza
   b. Pedestrian improvements
2. Market Analysis/Needs Assessment
3. Prospector/Bonanza Redevelopment Plan (G. Plan Updates)

High Priority Projects

- High Altitude Training Center
- Interconnect
- Smart Messaging signs for parking information / events
- Improved Wayfinding Signage / Info Boards
- Assist in finding a tenant for the Main Street Mall
- Continue building trail network infrastructure
- Develop Park-n-Ride lots
- Assist PC businesses on retention & dvlpmnt initiatives
- Monitor commercial mix in Main Street Storefronts

Exhibit D
Economic Development Grant Contract

ECONOMIC DEVELOPMENT GRANT CONTRACT BETWEEN THE PARK SILLY SUNDAY MARKET AND PARK CITY MUNICIPAL CORPORATION

THIS AGREEMENT is made and entered into this 3th day of May, 2007, by and between **Park Silly Sunday Market** and hereinafter referred to as “Market”) and **PARK CITY MUNICIPAL CORPORATION** (hereinafter “City”).

WITNESSETH:

WHEREAS, as part of the budget process, the City Council appropriates Economic Development funds to contract with organizations who meet the economic development grant program requirements outlined by the City’s Budget Policy; and

WHEREAS, organizations must meet certain criteria in order to be eligible for an Economic Development Grant Contract; and

WHEREAS, applicants are eligible to apply for an Economic Development Grant Contract year round, the City will award Contracts through an application process administered by the Economic Development Grant Program Committee; and

WHEREAS, pursuant to Section 10-8-2(1)(e) of the Utah Code Annotated and after public hearing, the City Council authorizes the provision of City services/facilities herein to a non-profit entity, regardless of the consideration Park City receives in return; and

WHEREAS, pursuant to Sections 10-8-2 and 10-2-84 of the Utah Code Annotated, the City Council hereby finds that the provision of City funds herein is consistent with the Park City General Plan, and provides for the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of the inhabitants of the City; and

WHEREAS, notwithstanding the recitals above, the City desires to provide grant funds in exchange for positive economic impact benefit at least equal to the current fair market value to the City’s contribution; and

WHEREAS, the Economic Development Grant program committee evaluated and approved the Economic Development grant request by the Market for assistance towards business start-up costs.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth, the sufficiency of which is hereby acknowledged, that parties agree as follows:

ARTICLE I
TERM AND ALLOCATION

The Market shall have an Economic Development Grant contract with a term of three years. The City will allocate the full grant amount upon execution by both parties.

TOTAL amount available for allocation: $7,000

ARTICLE II
SERVICES TO THE COMMUNITY

In exchange for the City's contribution, the Center agrees to:

- Operate the Market on successive Sundays during June, July, August, September, and October; with the exception of Arts Festival.
- Provide a Market that is: eco-friendly, feature local and regional arts and crafts, music and performance art, antiques, imports, foods fruits and vegetables.
- Provide a Market that provides an attraction to Main Street for locals and visitors
- Provide a Market and accompanying marketing plan to promote overnight visitation from the region including the Wasatch Front Valley.
- Provide the following "community forum element" spaces for free:
  - At least two spaces weekly to a non-profit group
  - At least one sustainable community issue/educational group

Both parties agree that the above services provided to the community represent a good faith exchange of current fair market value for the City's contribution.

ARTICLE III
HOLD HARMLESS/NO AGENCY

The Market agrees to defend, indemnify, and hold harmless City, its officers, agents, and employees from and against all losses and expenses, including costs and attorney's fees, resulting from any injury, including death, to any person or damages to property of others arising out of the acts or omissions of the Market in the performance of work under this agreement. The Market is an independent entity and nothing herein shall be construed to create any agency, nor employee relationship with the City.

ARTICLE IV
DISSOLUTION

On dissolution of the organization or project prior to three years any remaining funds attributable to the City shall revert to the City in a prorated amount.

ARTICLE V
RECORD KEEPING/AUDIT

The Market agrees to keep accurate books and records of expenditures related to its operation. The City or its independent auditor reserves the right to conduct its own audit of books and records at reasonable times and places during ordinary business hours. If the grant money has not been used as agreed herein, the City shall be entitled to a full or partial refund of the grant.

ARTICLE VI
AMENDMENT

This Agreement may be amended with the approval of the City Council and The Center. This Agreement may not be amended, except by an instrument in writing signed on behalf of each of the parties hereto.

ARTICLE VII
EFFECTIVE DATE

The effective date of this Agreement is the date first written above.

City Council
Staff Report

PARK CITY 1884

Planning Department

Author:	**Patrick Putt**
Subject:	**Resolution to create the Park City Heights Annexation Task Force**
Date:	**May 3, 2007**
Type of Item:	**Legislative**

Recommendation: Staff recommends that the City Council adopt a resolution to extend the duration of the Park City Heights Annexation Task Force to complete its review of the General Plan elements including affordable housing, traffic, and underlying zoning and density for the property as related to the Park City Heights Annexation Petition.

Background:
The Park City Heights Task Force was created by Council on May 4, 2006 (Resolution No. 13-06) for purposes of review the annexation's consistency with specific General Plan elements consisting of land use, density, traffic, affordable housing, and community economy. Resolution 13-06 establishes a May 4, 2007 termination of the task force unless otherwise extended by Council.

Analysis:
The Park City Heights Task Force has completed requisite General Plan review with the exception of the Community Economy element. The applicants are currently updating their economic cost-benefit analysis materials. Staff anticipates this information will be scheduled for Task Force review for May 14 or 21, 2007. A formal task force recommendation is tentatively scheduled for early June. The Planning Commission will commence its review of the project by June 27, 2007.

Recommendation: Staff recommends that the City Council adopt the attached resolution extending the Park City Heights Annexation Task Force an additional 3 months to August 3, 2007.

Resolution No. 07-

RESOLUTION ESTABLISHING THE PARK CITY HEIGHTS ANNEXATION TASK FORCE

WHEREAS, the Park City Heights Annexation Petition was accepted for consideration by the City Council on March 10, 2005; and

WHEREAS, on May 4, 2006 City Council approved Resolution 13-06 creating the Park City Heights Task Force to review the Park City Heights Annexation for consistency with specific General Plan elements; and

Whereas, Resolution 13-06 established a Task Force termination date of May 4, 2007; and

WHEREAS, the intent of the City Council in forming this Task Force is to provide early input to the Planning Commission and applicant on major components of the application, without effecting the overall procedural requirements of annexation review as required by the Land Management Code and state law.

Whereas, it is necessary to extend the Task Force time frame to allow for completion of the specific General Plan review and recommendation to the Planning Commission and City Council; and

WHEREAS, the other remaining annexation element to be addressed is the designation of the appropriate zoning for the proposed annexation area,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council that the IHC/USSA/Burbidge Annexation Task Force is extended as follows:

SECTION 1. MEMBERSHIP. The membership of the Park City Heights Annexation Task Force shall include two members of the City Council appointed by the City Council, three Planning Commissioners appointed by the Planning Commission, and one ex-officio, non-voting Summit County Planning Commissioner appointed by Summit County Planning Commission. The Planning Department shall provide all staff and administrative support as necessary.

SECTION 2. DUTIES. Park City Heights Annexation Task Force shall conduct a review and provide a recommendation on the annexation petition to include the Housing, Transportation, and Community Economy Elements of the general plan, as well as designation of underlying zoning and density. The review and recommendation shall occur prior to the Planning Commission forwarding a recommendation on the annexation petition to the City Council.

Chairperson. One of the appointed City Council members shall serve as chairperson of the Task Force. The Chairperson shall vote.

Quorum. No business shall be conducted without a quorum at the meeting. A quorum shall consist when a majority (at least 3) of the voting members is present. All meetings must comply with the Utah Open and Public Meetings Act.

Voting. All actions of the Task Force shall be represented by a vote of the membership. A simple majority of the members voting at a meeting shall approve any proposed action.

SECTION 3. TERM. The Task Force shall dissolve upon final recommendation to the Planning Commission on the proposed annexation petition, but in no event shall the Task Force remain active past August 3, 2007, without subsequent City Council approval.

PASSED AND ADOPTED this 3rd day of May, 2007.

DATE: May 10, 2007
DEPARTMENT: Public Works
AUTHOR: Pace Erickson, Operations Manager
"Resolution proclaiming May 28, 2007 to June 2, 2007 "Summit County Weed Week in Park City"
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: Adopt a resolution, in a form approved by the City Attorney, authorizing the Mayor to proclaim May 28, 2007 to June 2, 2007 as "Summit County Weed Week in Park City" in conjunction with Summit County.

DESCRIPTION:

Topic. Resolution authorizing the Mayor to proclaim May 28, 2007 to June 2, 2007 "Summit County Weed Week in Park City"

Background. The Federal Noxious Weed Act was passed in 1974(PL93-629). Subsequently, the Utah Noxious Weed Law, Title 4, Chapter 17, the Invasive Species Executive Order was passed on February 3, 1999 and the Watershed Restoration and Enhancement Agreement Authority enacted in1999. Many weeds defined as "noxious" are defined as such due to the fact that they are either invasive, poisonous, present a public health hazard or inhibit livestock from grazing in areas where these defined plant species are growing.

Park City Municipal Corporation has had a formal noxious weed program for City owned property since 1994 which is included as part of the Parks and Golf Departments Intergraded Pest Management Program (IPM). Park City Municipal Corporation has worked cooperatively with Summit County Weed Manager Jack Marchant and the Summit County Weed Board (SCWB) for several years primarily in terms of education, weed identification and mapping. This cooperative effort has resulted in the control of many noxious weeds on City owned properties and open space. Park City spends about $10,000 a year for noxious weed control on City owned property and another $15,000 on open space areas such as the Farm and Gilmore property. Since 1994, the acreage has increased to well over 1,000 acres of managed acreage and open space. However, only about 100 acres are treated annually. Park City staff contracted Mindy Wheeler to map areas of infestation within Park City limits and identifies each particular species of weed separately. This allows staff the ability to come up with the best management strategy according to plant life cycle.

Analysis.
On September 8, 2005 City Council elected to enter into a MOU with Summit County Cooperative Weed Management Area to formalize and recognize the cooperative efforts already in place with the Summit County Weed Board and strengthen the relationship with other large property holders in Summit County. Some of the larger property holders include Park City Municipal Corporation, Park City Mountain Resort, The Canyons, Mountain Trails, Recycle Utah, Summit County, Salt Lake County, Snyderville Basin Recreation District and Swaner Nature Preserve among others. The MOU does not bind Park City Municipal Corporation into any type of action, funding allocation or

rules which are different that what is already in effect as described by The Federal Noxious Weed Act, and the Utah Noxious Weed Law.

Park City is actively performing the functions identified in the MOU. It has a management plan in place in the Integrated Pest Management program to control noxious weeds on City property. In addition, Park City Municipal Code section 6-1-1 requires property owners to keep their property free of noxious weeds. Staff also has added language in the fire ordinance specific to overgrown and unsightly vacant properties in order to get delinquent property owners to clean up their property.

The Building and Parks Department coordinate every year to focus educational efforts to property owners that are promoting the proliferation of noxious weeds. This consists of mapping known affected areas in the GIS and extracting those addresses which are sent awareness letters and noxious weed educational handbook. In addition, noxious weed enforcement is identified in Chapter 11-19 of the Administrative Code Enforcement Hearing Program. As a result, an owner that does not eradicate noxious weeds is subject to a $25.00/day fine for continuing violations.

If Council approves the resolution as part of Weed Week, staff will invite Mindy Wheeler who made comments at the meeting of March 29 to present her power point presentation to local contractors to make them aware of noxious weed issues and the benefits of controlling weed infestations throughout Park City.

Department Review. The resolution proclaiming May 28, 2007 to June 2, 2007 "Summit County Weed Week in Park City" has been reviewed by Public Works, Parks, Building and Legal Departments.

ALTERNATIVES:

A. Adopt the resolution proclaiming May 28, 2007 to June 2, 2007 Park City Weed Week - (Staff recommends this alternative)

B. Reject the resolution proclaiming May 28, 2007 to June 2, 2007 Park City Weed Week - (Staff does not recommend this alternative).

SIGNIFICANT IMPACTS: There aren't any significant impacts. By signing a resolution proclaiming May 28, 2007 to June 2, 2007 Park City Weed Week it will heighten public awareness to the effects of noxious weeds and their control.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: Failure to sign the resolution proclaiming May 28, 2007 to June 2, 2007 Park City Weed Week will not have any significant consequences.

RECOMMENDATION: Alternative A: Adopt a resolution in a form approved by the City Attorney authorizing the Mayor to proclaim May 28, 2007 to June 2, 2007 "Summit County Weed Week in Park City" in conjunction with Summit County.

Resolution No.

RESOLUTION DESIGNATING MAY 28 – JUNE 2, 2007
AS SUMMIT COUNTY WEED WEEK
IN PARK CITY, UTAH

WHEREAS, it is the role and duty of government to protect property from invasive weeds and proactively address measures for their control; and

WHEREAS, it is the City Council's desire to publicly support the Summit County Weed Board in its weed control programs to abate noxious and invasive species; and

WHEREAS, it is appropriate to recognize local, state and federal programs improving Park City's quality of life and observe National Invasive Weed Awareness Week;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council designate May 28 – June 2, 2007 as

SUMMIT COUNTY WEED WEEK IN PARK CITY, UTAH

PASSED AND ADOPTED this 3rd day of May, 2007.

PARK CITY MUNICIPAL CORPORATION

____
Mayor Dana Williams

Attest:

____
Janet M. Scott, City Recorder

Approved as to form:

____
Mark D. Harrington, City Attorney