

**PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
APRIL 22, 2010**

Present: Mayor Dana Williams; Council members, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Michael Kovacs, Assistant City Manager; Kent Cashel, Transportation Manager; Jon Weidenhamer, Economic Development Manager; Max Paap, Special Events Manager; Matt Cassel, City Engineer; and Thomas Eddington, Planning Manager

Matt Riffkin, InterPlan; Sara Pearce and Brooks Addicott, Sundance Institute

Jim Steinmetz, Jim Hewitson, Jenifer Sutherland, Linda McReynolds, Paul Butkovich, Catherine Matsumoto-Gray, John Helton, Casey Crawford, and John Stafsholt, Norfolk and Woodside Avenue residents

1. Council questions/comments. Alex Butwinski commented on the HMBA meeting where outdoor dining was discussed and a Public Art Advisory Board reception for the art community. He and Ms. Matsumoto met with Sara Pearce Executive Director of Sundance during the week. Candace Erickson reported on the Friends of the Farm meeting and associated events. Liza Simpson thanked staff for their hard work on the Public Art Board reception which was well organized and productive.

Members nominated Alex Butwinski who agreed to fill Jim Hier's unexpired term on the state's Building Code Commission.

2. Automatic forfeiture procedures for City boards. Michael Kovacs explained that under this proposed procedure, if a member misses a certain number of meetings, a board member would automatically be removed from the board. Currently, the Council initiates the procedure and takes an action. Joe Kernan stated that he prefers having an option. Liza Simpson explained that she brought this matter up because she felt this approach may be more self-selecting as opposed to *being called up on the carpet*; however she is not supportive of the automatic forfeiture. She liked other options in the staff report such as having the chairs of the boards keep track of attendance and who in turn can approach the Mayor if there is a problem. Ms. Erickson believed that this is the current practice but Ms. Simpson was unsure if the chairs would know to track attendance. She believed the current process would be less punitive if the Mayor had an opportunity to meet with a board member after notice by the chair. The Mayor stated that he prefers not to change anything. Ms. Simpson agreed but felt the chairs should be made aware of an expectation to communicate attendance

problems to the Mayor when they occur. All members agreed that a Code amendment is not necessary.

3. Traffic and Transportation Master Plan Study. Matt Cassel explained that a contract with InterPlan to perform a master plan study is slated on the agenda for action and he is confirming Council's direction. A deliverable of the first phase is a traffic demand model and a VISSIM model. In response to a question from Joe Kernan about purchasing VISSIM software, Mr. Cassel explained that no one on staff is available to maintain and run the system, like InterPlan, but that service is not included in the contract. Matt Riffkin of InterPlan added that the software is not proprietary and the City can provide other consultants with the model InterPlan builds and someone else can run it. Of course, InterPlan would love a long-term contract but it is not required. Matt Cassel noted that if it is determined during the life cycle of this master plan that the City needs to run the software often, that service may be reconsidered in five or so years. The street and path inventory will be updated but the main goal is to develop alternative analyses to look trends in the future, including full-build out and other situations and try to anticipate alternatives to address those issues. In response to a comment from Liza Simpson, he agreed that land use and zoning will drive the model. In response to a question from Joe Kernan regarding the timing for conducting counts, Mr. Riffkin explained that peak times will definitely be included in the mix. With regard to build-out, Thomas Eddington clarified that the study will explore time lines for build-out in various zones. Candace Erickson hoped that the commercial along Iron Horse will be included and Mr. Eddington stated it will be.

Mr. Cassel indicated that another component of the study is formulating transportation goals. Street-cross sections will be updated and guidelines provided for better decision-making. Liza Simpson emphasized that the built environment in Old Town should be considered and protected and Mr. Cassel assured her that is the case. A capital facilities plan will be created for the near and long term. The final report will be presented to Council for adoption. Members had no further questions.

4. Sundance debrief. Jon Weidenhamer pointed out that the report includes what Sundance Institute will do in the off season in preparation of the upcoming festival. The future of the Racquet Club is an important consideration for next year. There were four major changes this year and he explained the Old Town circulation and access changes, specifically the one-way on Heber Avenue, and attention to letting local traffic through to the Park Avenue businesses. Sundance placed a-frame signs on the sidewalks to direct people to the small businesses on Park Avenue and Heber Avenue and the input received from merchants was good. He discussed the China Bridge pricing, management, and demand patterns. The drop and load zones were described which improved circulation and public safety but the HMBA is interested in getting pay and display parking back sooner for customers. The changes to the operation at the Racquet Club were detailed. Mr. Weidenhamer pointed out one instance of exceeding the 8 p.m. load-in time. A complaint was received through the Sundance customer service line and there was a timely response. Additionally, barricades and signs were

installed at the two access points of the Racquet Club Condominiums and the east entrance was manned until 10 p.m. the first four nights of the Festival and at the Awards Ceremony. Manning the entrance was incredibly effective, no cars were towed, and it only cost the City \$400 to \$500.

Sara Pearce thanked Council for its continued support. Despite the economic climate of the 2010 Festival, the event went well and they received good feedback from patrons. Brooks Addicott discussed the Festival's effort to *return to its roots*. Banksy added some excitement to the Festival and there were a lot of notable celebrities in attendance. Over 1,200 journalists showed up and coverage is publicity for the City. Over 12,600 printed on-line articles and 1,400 broadcast segments represent a publicity value in excess of \$18 million. She emphasized that the negative view of gifting suites has nothing to do with Sundance or the City and the Institute, as a non-profit, is trying to get that message out. The Mayor observed that this year there seemed to be more people *going to see movies* as opposed to *being seen at movies*. He did not receive any complaints this year and expressed his appreciation to all involved. Liza Simpson agreed and felt the Festival was really fun and the added art and music programs were appreciated by the public.

Ms. Pearce reported that over 67,000 pounds of material were recycled during the Festival. Recycle bins were placed at all venues as well as stand-alone stations at shuttle stops. Over 1,200 tickets are gifted to different community groups and there are private free screenings. The film-makers in the classroom program used to be exclusively for the film class but it has been expanded to more students at Park City High School who were also given tickets to public screenings. Sundance bused over 4,000 students from the Wasatch Front to 16 screenings. She explained that economic impact numbers are not quite ready now but will be available in the next couple of weeks and attendance was on par with the prior year.

She explained that post-Festival comment cards are still being processed but there were a lot of complaints about snow removal, which is expected. She felt that the City and supplemental snow removal services worked well and everyone did their best to keep up with the storms the first week. Sundance experienced severe budget cuts going into the 2010 Festival and some of the cuts were customer service related and the audience noticed, specifically the Eccles tent and some shuttle stops. Resolving ticketing issues remains a priority and the sponsor tents on Heber Avenue were a success. The City and Sundance continue to work on strategies and solutions with regard to space, specifically losing the Racquet Club and/or the basement of the Main Street Mall. Transportation is key and a high priority. Sara Pearce explained that the focus of going forward next year and beyond is improving the audience experience and 40% of the theater audience is locals. The Mayor spoke about the Chinese student delegation being introduced to the Film Festival during its visit this year.

Liza Simpson asked about the complaint at the Racquet Club and Ms. Pearce assured her that someone in charge was there but a mistake was made and she accepted full

responsibility for the circumstance. Candace Erickson relayed that the transportation system not only moved people well but prompted fun and interesting interactions with riders. Joe Kernan commented on the economic, cultural and educational benefits of the Festival. Alex Butwinski asked whether Park City being the home of the Sundance Film Festival could be leveraged throughout the year. Brooks Addicott emphasized that Sundance Institute is here year-round and provides a feature film program, documentary film program, film music program, native and indigenous program and a theater program. A film series is run year-round and the summer outdoor films will be produced in conjunction with the Park City Arts Festival. Sundance works closely with other local non-profit organizations. The Mayor invited public input.

Michelle Diederick, 179 Racquet Club Drive, complained that she wasn't contacted by the City, as she requested, about this meeting. Jon Weidenhamer stated that the Racquet Club HOA was contacted. She continued that the parking guard made a huge difference and when the guard was gone, cars began to show up. She stated that she called a couple of times about cars illegally parked on the grass on the side of the road and assumed they were towed. The HOA refused to tow because it was difficult to know if cars belonged to Sundance patrons or visitors of residents. Extending the guard services would be good to keep parking under control. The Mayor encouraged her to talk with the HOA about funding the service. Ms. Diederick stated that the music from the awards party was still rattling her windows at 10 p.m. and this is something Sundance has control over and with little sleep, the trucks were there at 6:30 a.m. to dismantle. She referred to her double-feature proposal presented last year, including five showings at the Racquet Club; people would be out by 10 p.m. but the first screening would not have to begin earlier. This would reduce congestion and impacts to the whole City and should be piloted at the Racquet Club.

5. Norfolk reconstruction project. Kent Cashel explained that the reconstruction of Norfolk Avenue between 8th Street and 12th occurred in 2008. Staff has been working with residents to arrive at solutions to concerns expressed, but he emphasized that street geometrics dictate what can be accomplished on the street. In the summer of 2008, the street was reconstructed as part of the OTIS schedule, adopted in 2003, with a recommendation that a sidewalk be installed. Following construction in April 2009, staff began to receive input from the neighborhood that the parking situation was untenable and the staff began meeting with the neighborhood in August 2009 and September 2009. In October and November, the neighborhood was surveyed and data was gathered with regard to parking demand and supply. He explained that staff met with the neighborhood in November 2009 to present and hear input on alternative approaches. In March and February 2010, preliminary engineering was performed on the project and on March 29, 2010, another public input meeting was held on the recommendations. Mr. Cashel felt that the information was generally well received but concerns were raised about individual situations between 8th and 10th Streets, mainly about parking.

Kent Cashel displayed a PowerPoint presentation and reiterated that the street dimensions are important to understand because of the variety of uses. There is only 21 feet between the back of the curb and gutter and the back of the curb and gutter on the other side and five feet of that is concrete gutter, leaving 16 feet of pavement. A standard car is about six feet wide and about two feet of width is needed for parallel parking and a standard travel lane should be 11 to 12 feet but 10 feet is acceptable. The width is inadequate for on-street parking and two-way traffic. He explained that Fehr & Peers studied parking trends throughout the day and between 8th and 10th Streets, the peak demand is at 22 cars and between 10th and 12th Streets, it was 16 cars. The data was supported by the number of residential parking permits issued for the area. The number of actual parking spaces is 18 spaces, and between 10th and 12th Streets, there are no legal spaces because of the sidewalk. The survey results indicated a high number preferring taking the sidewalk out and allowing parking. One-way was popular earlier in the discussions but dwindled as people began to understand the impacts. He explained that 45° angle parking actually reduces the number of spaces because of curb cuts. Limiting residential parking permits was high on the list; currently the Code allows up to five permits per residence. One option is to allow parking on the sidewalk which the consultant and staff felt was a bad idea because of potential risk management issues and conflicts with the Code. The sidewalk was not constructed for parking and will fail. Dedicating parking spaces is not practical or manageable. Mr. Cashel stated that removing the sidewalk is clearly an alternative but staff felt it is not consistent with the goal of creating a pedestrian facility. This is a classic balancing act with four competing objectives on the street, but parking needs to be remedied and the design needs to be sensitive to the Historic District and its Guidelines.

Mr. Cashel stated that staff is recommending constructing 13 parking pads between 8th and 10th Streets within the City right-of-way, removing the sidewalk between 10th and 12th Streets and moving it to the east side so there is a continuous pedestrian corridor. This will provide 18 parking spaces on the west section of the street and all of the regulatory signage will be improved so snow removal restrictions are clear. He displayed non-conforming signs, most of which are private parking signs fronting on residential properties, which may become more of an issue as parking demands increase. He admitted that the policy for sidewalks has unwittingly created the problems that we're trying to solve today. If Council supports staff's recommendation, an amendment to the parking code is required exempting the east side section of the street. The Planning Department will review the project for compliance with Historic District Guidelines. He distributed a letter from Jennifer Sutherland to members. A final decision needs to be made within a couple of weeks, so construction begins on time.

Cindy Matsumoto expressed concerns with the scope of paving in the Historic District. Matt Cassel explained that the section lies within the boundaries of the Soils Ordinance and all parking areas are required to be hard-surfaced. Although some residents are parking on gravel areas, it technically is not allowed. Ms. Matsumoto pointed out that cars are parked on gravel areas between Woodside Avenue and 8th and 12th Streets and no sidewalk was installed as part of that reconstruction. She encouraged installing

pavers for parking, acknowledging that it is probably more expensive but paving over Old Town doesn't seem like a good solution. Thomas Eddington appreciated her suggestion and stated that staff is aware of the challenges of applying and meeting Historic District Guidelines and felt there are other solutions, like her suggestion to explore.

Ms. Erickson stated that the Soils Ordinance helps control parked boats and campers in yards. Liza Simpson expressed that it has been her experience that Old Town streets in the winter turn into one lane because of snow storage demands and Kent Cashel agreed that this section of Norfolk does not allow for two full travel lanes without the parking in the winter and a 21 foot street width is not excessive. Matt Cassel interjected that the master plan provides guidelines on the utilization of paved surfaces. Ms. Matsumoto reiterated her concerns about too much pavement in Old Town and pointed out the many communities who don't have sidewalks. The Mayor invited public input.

Jim Steinmetz, 1135 Norfolk Avenue, stated that gravel is not a good idea in Park City because of snow removal. There are few sidewalks in Prospector Square or Park Meadows and the speed limits are higher. Why pick on Old Town when it wasn't necessary in other parts of town where the kids are? Candace Erickson explained that sidewalks in Old Town originated with the upper Park Avenue residents who demanded sidewalks ten years ago. A sidewalk on the east side of the street is going to have six to eight feet of freefall and as a result, will require an OSHA handrail which will attract skate boarders and open the City up to liability.

Jim Hewitson, 802 Norfolk Avenue and Lehi City Public Works Director, recommended that the sidewalk be removed. It's difficult to keep pedestrians on a four foot sidewalk and out of the streets. Parking is more critical and he stated that he is willing to participate in the cost. Traffic is not traveling very fast in this section and Norfolk has traditionally had parking on both sides of the street.

Jennifer Sutherland, 812 Norfolk Avenue, explained that an 8' x 20' asphalt parking pad with a three and a half retaining wall is planned in front of her house. She didn't believe there were many problems on the street until the sidewalk was installed. The sidewalk widens the street which increases traffic speeds and prompts the need for parking pads encroaching into yard areas. The plan turns the street into patchwork of black asphalt and cement. It is uncertain if residents will clear the sidewalk in the winter and everyone has specific problems associated with their individual properties. Her front yard will turn into four feet of sidewalk, eight feet of parking pad, and a retaining wall with no buffer from the street for her four kids. There are too many uses on the street and it's logical to lose the sidewalk because of parking and excessive paving. When she moved in her house in 1999, there was parking on both sides of the street, or the downhill side was not enforced. The snowplow clears the middle of the street and everyone digs out their cars. Parking spots are worked out with neighbors. She doesn't feel like the proposal is really adding 13 spaces between 8th and 10th Streets because there is no parking on the downhill side of the street. The historic house next to her is

significant and installing a parking pad there will take out two trees and distract from the historic feel of the home.

Linda McReynolds, Norfolk Avenue, stated that the street is only short four parking spaces and wondered why 13 spaces are proposed. Residents have always parked on both sides of the street between 8th and 10th Streets. She didn't feel these parking improvements are necessary and if residential permit parking is limited, it may help the situation. Norfolk residents have not asked for sidewalks. Although sidewalks are encouraged in the walkability plan, they should not be contemplated in this instance. People want the street to look nice.

Paul Butkovich, Norfolk Avenue, introduced his terrier Althea. If snow was hauled out of both sides of the street, not just the downhill side in the area, it would provide four or more parking spaces. He questioned where the snow will be stored with the installation of parking pads on properties and did not favor a sidewalk or allowing parking on the downhill side. Sidewalks are inconsistent widths and not contiguous and parking permits should be limited to two per lot. The north parking area adjacent to the Library and Education Center campus should be opened to residents for overnight parking. This should have never happened and the City should have left them alone. Althea had no input.

Catherine Matsumoto-Gray, 823 Norfolk Avenue, thanked Council and staff for inviting input and holding meetings. She agreed that if the City is only short four spaces, only nine more spaces are needed. Limiting residential parking permits may make a difference because there are only 13 houses in the section that don't have garages and driveways and one undeveloped lot. The current parking count may be realistic for long-term needs and some additional parking may be needed but not all of it. Parking enforcement is a necessary part of the plan and she had no opinion on the sidewalk.

John Helton, 933 Norfolk Avenue, preferred not having a sidewalk and allowing parking on both sides of the street. He agreed with Mr. Butkovich about hauling snow from the uphill side of the street. He pointed out areas below the east side of 10th Street where there are no residences facing the street which may be a good location for installing parking pads. He supports one-way and limiting permits to two or three if there is no garage on the property.

Casey Crawford, owner of 812 Norfolk Avenue and 1102 Norfolk Avenue, relayed that the sidewalk is not being used properly and there is no real need for one. She suggested allowing people to park on the sidewalk and not spending money to remove it. Ms. Crawford noted that in some cases, there is a need to issue a number of residential parking passes and is not okay with taking the privilege from service workers. Installing a parking pad and a retaining wall creates more problems than it solves.

John Stafsholt, 633 Woodside Avenue, deferred to Norfolk residents but agreed with Ms. Crawford comments about parking on the sidewalks.

Mayor Williams appreciated all of the comments and stated that this item will be continued. He noted that there are sidewalks in Park Meadows on busy streets and the same has been happening in Prospector. He personally felt that parking on the sidewalks is a practical solution but felt some more time is needed on this project. Liza Simpson agreed. In response to a question from the Mayor, Kent Cashel explained that the parking area by the Library is regulated because of complaints from the public and there no parking between 2 a.m. to 6 a.m. consistent with parking at other parks.

Prepared by Janet M. Scott, City Recorder

**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
APRIL 22, 2010**

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 22, 2010. Members in attendance were Dana Williams, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Jed Briggs, Budget Analyst; and Jeff Beckman, Project Manager.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Historic Preservation Board - A joint meeting with the Historic Preservation Board was discussed and Liza Simpson added that it would be beneficial to have background information on the role of the board at the meeting because it will be a topic of interest.

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

Preserving Old Town - Mary Wintzer, 320 McHenry Street, explained her interest in Old Town neighborhoods which ties in with the previous Norfolk Avenue discussion. The visioning survey revealed that residents value a qualitative lifestyle and not maximizing historic properties to preserve the Old Town feel. By way of example, she encouraged members to visit the 308 Ontario site, which in her opinion, is over-built. People are passionate to preserve what little is left and as a Board of Adjustment member, applicants are asking for variances to cram as much as possible on a site.

IV 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. Consideration of Grant of Utility Access and Maintenance Easement to Racquet Club Village Condominiums, in a form approved by the City Attorney - and
2. Consideration of a service agreement with Rocky Mountain Power for design and construction services for the Bonanza Drive Reconstruction Project in the amount of \$131,830, in a form approved by the City Attorney - and
3. Consideration of a professional services agreement with InterPlan Company for consultant services related to the traffic and transportation master plan study in an amount of \$262,296 in a form approved by the City Attorney - Liza Simpson, "I move we approve Consent Agenda Items 1 through 3". Candace Erickson seconded. Motion unanimously carried.

V NEW BUSINESS (*New items with presentations and/or anticipated detailed discussions*)

1. Consideration of an Ordinance approving a one year extension of the approval of a plat amendment for the Main Street Mall, located at 333 Main Street, combining Lots 7-15 and 18-26, Block 11, Amended Park City Survey, Park City, Utah – The Mayor opened the public

hearing and with no comments, requested a continuation. Joe Kernan, "I move we continue to May 6, 2010". Liza Simpson seconded. Motion unanimously carried.

2. Consideration of a Resolution confirming the sale and authorizing the issuance of up to \$9,000,000 general obligation bonds of the City in one or more series; and providing for related matters

(a) Public hearing on (1) the issuance and sale of the City's general obligation bonds, for the purpose of acquiring, improving and forever preserving park and recreational land, together with related historical or cultural improvements, to protect the conservation values thereof, remove existing unneeded man-made improvements, and make limited improvements for public access, parking and use and paying the costs incurred in connection with the issuance and sale of the general obligation bonds and (2) the potential economic impact that the facilities will have on the private sector – Jed Briggs reported that the bonds were sold this morning and the rates are very favorable. He explained that \$6 million is bonded for purchased open space, the conservation easement for the Osguthorpe Family, and refunding the general obligation bond in order to take advantage of the current interest rates. This will reflect a savings of about \$140,000. The interest rate for the open space is 2.8%. He discussed the positive reaction of the City's recession plan by rating agencies who found it forward-thinking and fiscally prudent. The Mayor opened the public hearing. There were no comments. Joe Kernan, "I move we approve New Business Item 2". Liza Simpson seconded. Motion unanimously carried.

3. Consideration to authorize the execution of an Agreement, in a form approved by the City Attorney, with MWH Americas, Inc., to provide Construction Management Services for the Quinn's Junction Water Treatment Plant in an amount of \$375,129 – Jeff Beckman, project manager, discussed the selection process for this contract and the recommendation of contracting with MWH because of its experience. The Mayor invited public input; there was none. Liza Simpson, "I move we authorize the execution of an Agreement, in a form approved by the City Attorney, with MWH Americas, Inc., to provide Construction Management Services for the Quinn's Junction Water Treatment Plant in an amount of \$375,129". Alex Butwinski seconded. Motion unanimously carried.

4. Consideration of City Council determination to refer any Appeal regarding Treasure Hill Conditional Use Permit to an independent Appeal Panel, to be appointed at the time of any such Appeal – Mark Harrington explained that on April 15, 2010, the Council adopted a procedural change in the Land Management Code which allows for the referral of an appeal to an independent appeal panel. Staff recommends that Council do so immediately for the Treasure Hill Project and appoint two liaisons to work with the City Manager on negotiations. The Mayor invited public input; there was none. Liza Simpson, "I move that we determine to refer any Appeal regarding Treasure Hill Conditional Use Permit to an independent Appeal Panel, to be appointed at the time of any such Appeal". Alex Butwinski seconded. Motion carried. Ms. Erickson noted that this is probably the right approach but wished Council had the option of casting the final vote on an appeal; giving up that right is difficult.

Alex Butwinski	Aye
Candace Erickson	Nay
Joe Kernan	Aye
Cindy Matsumoto	Aye
Liza Simpson	Aye

Council members expressed they needed more time to decide on the appointment of two liaisons.

VI ADDITIONAL DISCUSSION – AGENDA ITEMS

None.

VII 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 2:30 p.m. Members in attendance were Mayor Dana Williams, Alex Butwinski, Candace Erickson, Joe Kernan, Cindy Matsumoto, and Liza Simpson. Staff present was Tom Bakaly, City Manager; Kyle MacArthur, Water Analyst; Tom Daley, Deputy City Attorney; Kathy Lundborg, Water Manager; and Mark Harrington, City Attorney. Joe Kernan, "I move to close the meeting to discuss personnel, property and litigation". Alex Butwinski seconded. Motion carried unanimously. The meeting opened at approximately 3:50 p.m. Candace Erickson, "I move to open the meeting". Liza Simpson 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

