

**PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
APRIL 22, 2004**

Present: Mayor Dana Williams; Council members Kay Calvert, Marianne Cone, Candace Erickson; Jim Hier, and Joe Kernan

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Myles Rademan, Public Affairs Director; Lloyd Evans, Chief of Police; Alison Butz, Special Events Manager; Ken Fisher, Recreation Manager; Eric DeHaan, City Engineer; Patrick Putt, Planning and Zoning Administrator; and Jan Scott, City Recorder

1. **Public Art Advisory Board interviews.** Council members discussed and agreed on a process. Fifteen-minute interviews were conducted with applicants Stephen Cornelius, Mitch Cohen, Peter Roberts, Susan Packard, and Carol Potter.
2. **Spiro Treatment Plant dedication.** The Council then convened at the Spiro Treatment Plant to celebrate the activation of the new water treatment system and returned to the City Council Chambers to continue work session.
3. **Quarterly goal update.** See goals outlined in the meeting packet. Tom Bakaly pointed out that the timing of reviewing goals ties into the second year of the two-year budget cycle. With regard to Goal 1, Quality Water, the two-party cooperative agreement has been executed. The three-party agreement between the City, Summit County and Weber Basin regarding water delivery is scheduled for review next week. The next step is to proceed with the Bureau of Reclamation feasibility study on the pipeline alignment. Mayor Dana Williams noted that water conservation should again be a high priority this summer and Tom Bakaly added that a review of a water rate increase is slated this year. The Mayor suggested that publicity on water fees focus on the base rate, proposed to increase by \$5, which may be better received by the public than overall percentages. Tom Bakaly continued that the construction of the arsenic and chlorination system at Spiro has been completed and the clear well is scheduled for design and construction next year.

With regard to Goal 2, Preservation of Park City Character, the City Manager explained that the bulk of the upcoming budget discussions relate to capital projects. This will include recommendations on funding and timing of projects like the parking structure, or plaza. An open house is scheduled on May 5 on improvements to the downtown core. Myles Rademan updated Council on the status of the Olympic Legacy Project. The construction will commence this summer; the piece will be installed January 15, 2005 and dedicated in February. With regard to dog owner responsibility, the Mayor expressed that he will work with resident Rosemary Sweeney on public service announcements. With regard to neighborhood parks, Ken Fisher explained that there will be an update on the Prospector project in June, after it is reviewed by the Planning Commission and again by the neighborhood. With regard to Goal 3, Effective

Transportation and Parking System, Council member Hier asked the status of the installation of the median at Holiday Ranch. The City Manager expected that a report on all traffic calming efforts will be delivered to Council in a manager's report or reviewed in work session. Kay Calvert felt it beneficial to publish traffic statistics because she believes that there is public perception that enforcement is not being conducted and that the situation is worse than it actually is. Chief Lloyd Evans agreed and explained that there are certain locations in a number of subdivisions where traffic counts and observation of violations are routinely monitored. The new computers installed in police vehicles make collecting this data possible.

Goal 4, World Class, Multi-Seasonal/Sustainable/Quality of Life/Resort Community was addressed. There was agreement to combine #2, Destination Resort and #5, Economic Development into one category. Mr. Hier added that the capabilities of breaking down sales tax revenue data should be shared with the business community, as it may be a helpful tool. In response to a question from Mayor Williams about the skate park project, Ken Fisher explained that this is scheduled on May 20. The Mayor expressed concern that the direction to expand the facility to better accommodate beginners is transforming into a street course design. Ken Fisher stated that the Recreation Advisory Board solicited public input on the expansion and some conceptual work has been completed. The goal is to provide a beginner area that will offer a course with a wide range of abilities. He added that there is a perception that a beginner course is flat with nothing on it. Ms. Erickson understood that the learning curve for skating is not very long and Mr. Fisher acknowledged that survey information backs this theory. The courses will be distinct and separate and the expansion is budgeted at \$250,000. Mr. Fisher reported that the new playground in the tot lot should be completed by May 1. Candace Erickson discussed the formation of the Friends of the Racquet Club group who represent a variety of interests, and will make recommendations on capital projects for the facility. There was discussion about scheduling a public input session on the field complex separate from the budget hearings. The City Manager reminded Council of its discussion of the field complex in February and consensus of moving ice to the Quinn's Junction area last month. Council's direction, understood by staff was to proceed, and the recommendation will be to do the project in that location. He continued that if Council desires to change direction, it would be helpful to know at the beginning of the budget process. The Mayor felt it important that the public understand that there are options and have an opportunity to voice comments.

With regard to trails and specifically a plan for parking and circulation at the McPolin Farm, Marianne Cone, pointed out that lowering the speed limit on SR224 would be helpful. There was discussion about the highway being under the jurisdiction of the state of Utah and Eric DeHaan explained that UDOT conducted a speed warrant and is not supportive of changing the speed limit. Tom Bakaly explained that the conditional use permit for parking at the Farm will be reviewed by the Planning Commission and will

not return to Council unless it's called-up. There was no discussion on Goal 6, Improve Historic Park City. Jim Hier asked the status of the consolidation of the Quinns Junction study relating to Goal 7, Regional Collaboration and Partnerships. Patrick Putt reported that the findings from both planning commissions will be presented to the Planning Commission the end of May.

The Mayor moved on to Goal 8, Open and Responsive Government to the Community, and discussed first response groups for search and rescue which are not solely dedicated to avalanches. The Chief of Police commented on a meeting with representatives from Washington, D.C. on a volunteers policing program, more specifically citizen emergency response teams. The Police Department is scheduled to discuss a proposed program on May 20. In response to a question from Jim Hier about Council compensation, the City Manager responded that this will be addressed as part of the budget process. Council member Hier asked that he and Joe Kernan be involved prior to the presentation. The City Recorder mentioned that the scope of the remodel at Marsac, identified as a component of Goal 8, has been completed.

4. Men's National 7's Rugby Championship. Alison Butz introduced organizer Bill Reed from the Park City Rugby Club. The event is proposed for August 14 and 15 in City Park and 16 teams and about 300 spectators are contemplated. Parking will be accommodated at PCMR so more of the park area is available for festival activities. A MFL is required because of the scope of the event. She continued to explain that the Park City Cycling Festival takes place that weekend, and Council approved the MFL. Hosting two concurrent MFL events requires Council approval with appropriate findings. In response to a question from Kay Calvert, Mr. Reed explained that this event is the National Championship, not trials. Ms. Butz discussed a possible relocation of the National Rugby headquarters to Park City. Event schedules were compared and she noted that the Symphony will also be performing at Deer Valley. Jim Hier expressed the importance of ensuring public safety services and Ms. Butz explained that the Police Department has participated in discussions and staff feels both events can be accommodated. Council supported hosting the Rugby Tournament.

Prepared by Janet M. Scott, City Recorder

**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
APRIL 22, 2004**

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, 2004. Members in attendance were Dana Williams, Kay Calvert, Marianne Cone, Candace Erickson, Jim Hier, and Joe Kernan. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Alison Butz, Special Events Facilitator.

II COMMUNICATIONS FROM COUNCIL AND STAFF

Council questions/comments – This item was moved from work session. Marianne Cone reported on the inter-government breakfast, hosted by the School District, which was productive. The HPB changed its grant process and approved the first application this year. Joe Kernan stated that he attended the Board of Education meeting and noted that vocational educational opportunities are being offered to students. The Mayor agreed that the breakfast meeting was beneficial and is looking forward with working with the School District in terms of overall recreation for the community. The sustainability committee met yesterday and acknowledged that there are a number of things the City already does that fits in this category. The first goal of the group is to formulate a mission statement. The Mayor thanked staff for getting the Spiro Treatment Plant project completed, which was a major priority for the Council. He also thanked Congressman Ron Bishop and Senator Bob Bennett for assisting in procuring federal funding for the system.

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

None.

IV CONSENT AGENDA PUBLIC HEARINGS

Alison Butz explained that the test event is a precursor for the criterion event.

1. Park City Classic Master Festival License test event to be held on June 11, 2004 – The Mayor invited the public and the audience to comment. Hearing none, the public hearing was closed.

2. Park City Cycling Fest Master Festival License to be held on August 12 – 22, 2004 – The Mayor invited the public and the audience to comment. Hearing none, the public hearing was closed.

V CONSENT AGENDA

Jim Hier, "I move we approve Consent Agenda Items 1 and 2". Kay Calvert seconded. Motion unanimously carried.

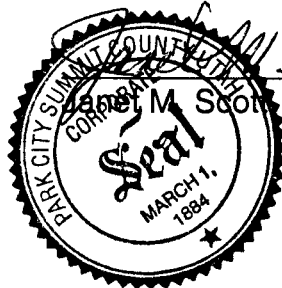
1. Park City Classic Master Festival License test event to be held on June 11, 2004 – See staff report.

2. Park City Cycling Fest Master Festival License to be held on August 12 – 22, 2004 – See staff report.

VI ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned. The meeting for which these minutes were prepared was noticed by posting at least 24 hours in advance and by delivery to the news media two days prior to the meeting.

Prepared by Janet M. Scott



Janet M. Scott City Recorder

MEMORANDUM

April 19, 2004

TO: HONORABLE MAYOR/MEMBERS OF CITY COUNCIL

FROM: JAN SCOTT, CITY RECORDER

PUBLIC ART ADVISORY BOARD INTERVIEWS

Last week, Council received the policies and 14 applications for this new board, which will consist of seven members. Bianca Mead has recently moved into the City limits and is now qualified. Her application is attached under separate cover for your review. It appears that we'll need some time each week for the next several meetings for interviews, which will be scheduled in 15-minute intervals.

Alison will be contacting Brian Hess for input, and it is likely that he will be attending the interviews. The schedule this week is as follows:

Thursday, April 22, 2004 – City Council Chambers

2:00 p.m.	Review of interview process
2:15 p.m.	Stephen Cornelius
2:30 p.m.	Mitch Cohen
2:45 p.m.	Peter Roberts
3:00 p.m.	Susan Packard
3:15 p.m.	Carol Potter
3:30 p.m.	Adjourn
4:00 p.m.	Spiro Treatment Plant dedication
5:00 p.m.	Work session

MEMO



Executive Department

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To: City Council
From: Tom Bakaly, City Manager
Subject: 2004 Council Goals Update
Date: April 22, 2004

During Work Session on April 22, 2004 we have an hour scheduled to go over City Council goals and action items. Attached is the latest quarterly summary of action on Council goals for the period of January 2004 – March 2004. We have removed actions on items that were completed during 2003.

Prior to May 6th, we will be presenting you with a City Manager's recommended budget for FY 2004-05 in accordance with State law. As you know, every two years we adopt a budget for the upcoming year and a plan for the second year. Last year we adopted a budget for FY 2003-04 (current year) and a plan for FY 2004-05 (next year). Since this is the second year of the two-year budget, Council will revise the 2004-05 plan and formally adopt it as the 2004-05 Budget.

Our focus in the second year of the two-year budget process is typically on changes to the plan and the Capital Improvement Program (CIP). In May, the majority of our time during the budget review process will focus on CIP projects. We have few changes to the Operating Budget and are therefore not planning formal department budget presentations as we did last year. We will obviously discuss all departmental budget changes during May.

The work session on April 22, 2004 will provide a good opportunity for departments to provide operational updates on Council goals if requested.

2004 Park City Goals and Targets for Action QUARTERLY STATUS REPORT January, 2004 – March, 2004

<i>TOP PRIORITY</i>				
Goal 1 Quality Water (Erickson, Williams) Develop and Prioritize New Water Options				
Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Pipeline/Preferred Project Agreements Determine a preferred project with Weber Basin and Bureau of Reclamation	Williams/ Gibbs	1. Two Party Cooperation Agreement 2. Begin Feasibility/Preferred Project Study by Bureau of Reclamation 3. WBWCD Water Supply Agreement 4. Decision point – Park City and/or County may opt out 5. WBWCD Water Sales/Petition Agreement 6. Decision point – Park City and/or County may opt out	03/04 04/04 04/04 03/05 04/05 05/06	Complete On Schedule Pending Pending Pending Pending
2. Water Conservation Strategy and Actions Develop Outreach Education/Task Force Plan	Erickson/ Gibbs	1. Water Conservation Task Force 2. Conservation and Drought Plans 3. Water Conservation education program 4. Irrigation Conservation LMC recommended changes 5. Impact fee review 6. User rates review	Monthly Annual Monthly 05/04 05/04 05/04	Ongoing Ongoing Ongoing Pending Pending Pending
3. Water Treatment Plants	Erickson/ Gibbs	1. Spiro: Phase 1 Construction of Arsenic & Chlorination 2. Spiro: Phase 2 Design and Construction of Wet Well Expansion	04/04 04/05	Pending Pending

3. Water Treatment Plants (cont)		1. Judge: NEPA Process 2. Judge: Plant Design 3. Judge: Plant Construction	03/04 05/04 04/05	Complete Pending Pending
4. Other Water Solutions – Supply Options	Erickson/ Gibbs	1. Summit Cooperation Discussions 2. Utah Water Discussions 3. Water Infrastructure – engineering and develop funding strategy	Annual Annual 6/04	Ongoing On Hold Ongoing
5. Water Funding Strategy	Williams/ Gibbs	1. Judge/Spiro Appropriations FY 03 \$432,000 FY 04 \$900,000 FY 05 \$660,000 Total: \$1,992,000 2. Importation Appropriations FY 02 \$100,000 FY 03 \$500,000 FY 04 \$500,000 FY 05 \$500,000 Total: \$1,600,000 3. Pursue future appropriations and authorizations	04/04 09/04 04/03 09/04 09/04	Complete Pending Pending Complete Complete Complete Pending Ongoing

Goal 2 Preservation of Park City Character (Cone, Hier)				
Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Old Town Improvements	Hier/ Hilton	1. Begin Construction of Upper Park Avenue	04/04	Ongoing
		2. Budget Recommendations and Review - Parking/Plaza Concept	05/04	Pending
		3. Town Plaza/Parking concept plan and community input process	05/04	Ongoing
		4. SID Plan Finalized for Upper Park Avenue Utility Relocation	10/04	Ongoing
2. Olympic Experience Legacy	Calvert/ Rademan/ Hilton	1. New Legacy Projects - Council selection of entryway project	02/04	Complete
		2. Mini-towers – Main Street	08/04	In Progress
		3. Olympic Legacy Project – Installation complete of Entry Corridor Sculpture	01/05	In Progress
3. Dog Owner Responsibility	Williams/ Cone/ Twombly	1. Recommendations for “Leash Free” trails	05/04	Ongoing
		2. Coordinate with SBSRD re: trails	05/04	Ongoing
		3. Poop Pick-up PR	05/04	In Progress
		4. Friends of Trails looking at Round Valley as “Leash Free” area	06/04	Ongoing
4. Neighborhood Parks	Erickson/ Twombly/ Fisher	1. New RAB sub-committee. Priorities: Criteria Creation & Public Input/recommend.	04/04	Complete
		2. City Park Playground Equipment Installed	05/04	In Progress
		3. Park Meadows Neighborhood Survey	05/04	Pending
		4. Prospector Neighborhood Park Improvements Completed	09/04	Pending
		5. Old Town Neighborhood Park Survey	09/04	Pending

Goal 3 Effective Transportation and Parking System (Kernan, Hier)					
Target for Action	Liaison/ Employee	Actions	Target Date	Status	
1. Traffic Calming	Hier/ Evans/ Kingery	1. Median Design & Installation for Holiday Ranch Road	04/04	Ongoing	
		2. Lower Park Ave./Woodside Study Area Phase II	08/04	Ongoing	
		3. Marsac Study Area	08/04	Ongoing	
		4. Lucky John Study Area	09/04	Ongoing	
2. Regional Transportation	Hier/Cashel	1. Enhance Transit Marketing 2. Year-round Bus Service to Kimball and Canyons operating through 12/31/04 3. Pursue federal funding for buses, site, and expanded bus facility	Annual Annual 09/04	Ongoing Ongoing Pending	
3. Old Town Improvements		See Goal #2			

Goal 4 World Class, Multi-Seasonal/Sustainable/Quality of Life/ Resort Community (Hier, Calvert)				
Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Ice Rink	Erickson/ Hilton	1. Site at Lower Canyons Village donated to City/Basin from Summit County or other site located in City/Basin 2. Selection of Owners Rep., RFP Process for Design 3. Interlocal agreement with SBSRD for construction and operation of ice facility	05/04 06/04 06/04	Pending Pending Pending
2. Destination Resort	Hier, Calvert/ Rademan	1. Needs assessment combined with economic development 2. Review Resort Economy Update	04/04 04/04	Ongoing Ongoing
3. Support for Arts: Direction	Cone/ vacant	1. Arts Vending Ordinance 2. Arts Council formation of Public Art Panel with Council approval	04/04 05/04	Complete Pending
4. Community Amenities and Events: Evaluation, Future Direction	Hier/Butz	1. Sign Code - Sign Code Amendments Complete 2. Special Events – Economic Development Plan 3. Triple Crown Contract 4. Recommendations regarding Seismic Upgrade of City Hall 5. Santy Chairs Refurnished 6. Imperial Hotel Sold or Traded 7. Library Expansion construction complete 8. Road Cycling Nationals 8/15-22/2004	01/04 Ongoing 05/04 06/04 06/04 07/04 08/04 08/04	Complete Ongoing Complete Pending Pending Ongoing In Progress Ongoing
5. Economic Development	Calvert/ Kernan/ Hilton &	1. Economic Development Initiatives Reviewed with Council 2. Receive Input from Business Community	01/04 04/04	Pending Pending

5. Economic Development (cont)	Weiden- hamer	3. Refinement of "Strategy" & "Project" prioritization summary 4. Assistance with Union Square Project 5. Assistance with Treasure Hill 6. Assistance with Empire Pass 7. Assistance with Spiro Project 8. Implementation of Economic Development Initiatives	06/04 09/04 09/04 09/04 09/04 09/04	Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing
6. Recreation and Racquet Club: Next Steps	Erickson/ Kernan – Alt./ Fisher	1. Skateboard Park Expansion – public input 2. BMX Skills Course – public input 3. Racquet Club Recreation Vision	04/04 05/04 09/04	Complete Ongoing Pending
7. Outdoor Recreation Complex	Calvert/ Hier Hilton	1. Task Force Meetings & Recommendations 2. City Council review of Task Force Recommendations 3. Wetlands Study/Infrastructure Assessment 4. Budget Recommendations 5. Design Process	01/04 02/04 05/04 05/04 09/04	Complete Complete Pending Pending Pending

HIGH PRIORITY

Goal 5 More Open Space and Usable Trails (Hier, Erickson)				
Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Ongoing Open Space Acquisition	Hier/ Rademan	1. Flagstaff - Distribution of open space contribution 2. Gambel Oak 3. Red Maple 4. Alice Lode	03/04 06/04 06/04 06/04	Ongoing Ongoing Ongoing Ongoing
2. Conservation Easements	Erickson/ Harrington	1. Work Session – Conservation Easements 2. Additional Flagstaff Easements 3. Easements on open space purchased with bond money	05/04 09/04 09/04	Pending Pending Pending
3. Trail Development Plan	Erickson/ Twombly	1. Farm Trail Parking Complete 2. Trailhead Parking Phase II a. Cove b. Round Valley c. Other sites as available 3. Round Valley Trails – Friends of Trails looking at recommendations	08/04 09/04 12/04	Ongoing Ongoing Ongoing

Goal 6 Improve Historic Park City (Erickson)

Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Old Town Improvement	Hier/ Hilton	1. See Goal #2		
2. Historic Preservation	Hier/ Putt	1. Action Plan for City-Owned Historic Structures – concept complete 2. 801 Park Ave Preservation – pending new application by applicant & MPD review 3. Design Guidelines – Review/Recommend 4. Historic Significance Survey – Initiate	04/04 06/04 06/04 06/04	Ongoing Ongoing Ongoing Ongoing

Goal 7 Regional Collaboration and Partnerships (Hier)

Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Quinn's Interlocal Planning Agreement & Planning Program	Hier/ Putt	1. Completion of Study/Development of Land Use Alternatives/Development of Implementation Strategies See Goal #9	04/04	Ongoing
2. Affordable Housing	Kernan/ LoPiccolo Kurdi			
3. Transportation	Hier/Cashel	See Goal #3		
4. Flagstaff-Wasatch County	Williams/ Putt	1. Agreement with Wasatch County re SR-224 and public versus private access	05/04	Pending

OTHER PRIORITIES

Goal 8 Open and Responsive Government to the Community (Kernan, Calvert)

Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Community Vision 2012 and Beyond	Williams/ Hier Rademan	1. Community Involvement & Outreach 2. Update Material for Vision Presentations 3. Strategic Plan 2004-2005 4. Neighborhood Interest Group Meetings	Monthly Monthly 01/04 06/04	Ongoing Complete Complete Ongoing
2. Budget Review & Benchmark (2003-2004)	Hier/Kernan Christensen	1. Benchmarking – CTAC Review 2. First Meeting of Resort Benchmark Group - develop mission statement and goals 3. Update of Council Compensation Study 4. Presentation of City Budget 5. Personnel Policies and Procedures Update 6. Development of Benchmarks (measures) 7. First set of Benchmark Data compiled	04/04 04/04 05/04 05/04 06/04 08/04 11/04	Complete Pending Pending Pending Pending In Progress Pending
3. Customer Service: Evaluation & Action Plan	Calvert/ Rademan	1. Accountability/responsibility training for Council and Staff 2. Citizens Guide to Park City Government 3. Citizens Customer Satisfaction Survey 4. Volunteer Bank 5. Update Interior of Marsac Executive Office/Hallways Entry, Break Room 6. Survey of Customer Satisfaction - Update 7. Customer Service Performance Measures	Monthly 04/04 05/04 06/04 09/04 09/04 10/04	Ongoing Complete Ongoing Ongoing Ongoing Pending Ongoing

4. Public Safety	Williams/ Evans	1. Police Complaint Review Committee 2. Avalanche Planning 3. Recommendations regarding Police Facility 4. Revision to Policies and Procedures 5. Community Oriented Program Implemented	04/04	Complete
			04/04	Pending
			05/04	Pending
			06/04	Pending
			09/04	Pending
5. Communications	Calvert/ Rademan	1. Standardize Press Releases/Communication Strategies 2. Citizens Guide to Park City Government - Updated	Monthly	Ongoing
			04/04	Complete

Goal 9 Sustainable Place to Live (Williams)

Target for Action	Liaison/ Employee	Actions	Target Date	Status
1. Affordable Housing	Kernan/ Collett, LoPiccolo Kurdi	1. Affordable Housing policy/plan 2. Implement Housing Policy Plan 3. Regional Planning 4. Explore options with community for sewer treatment site and Pechnik Property (demo planned for 2004)	08/03 06/04 06/04 06/04	Complete Ongoing Ongoing Pending
2. Taxi Regulation Enforcement	Calvert/ L. Evans, Kingery Twardowski	1. Enforcement Options Implemented 2. Explore Franchise Strategy	01/04 03/04	Ongoing Ongoing
3. Recycling	Erickson/ Gibbs	1. Direction on remaining bus bays	09/04	Pending
4. Sustainable Community/ Quality of Life	Williams/ Butz/ Rademan	1. Work Session Discussion on sustainable community and quality of life 2. Develop outline for Committee to begin outlining initiative 3. Reach 5% community participation in wind power program 4. Prospector Environmental Management System 5. Facilitate Community Dialogues on Sustainability 6. Investigation of ability to increase energy efficiency in City Facilities	02/04 04/04 04/04 06/04 04/04 06/04	Complete Ongoing Ongoing Ongoing Ongoing Ongoing

City Council Staff Report



Author: Alison Butz
Subject: Men's National 7's Rugby Championship
Date: April 22, 2004
Type of Item: Administrative – Master Festival License

Special Events and
Facilities Department

Summary Recommendations:

Provide Staff with policy direction on the Men's National 7's Rugby Championship Master Festival License for August 14 through August 15, 2004. If Council is supportive of the direction the event is proceeding, Staff will return for approval of the Master Festival License on May 13, 2004.

Description:

Topic:

Review the Master Festival License Application, submitted by the Park City Rugby Football Club, for the Men's National 7's Rugby Championship from August 14 through August 15, 2004.

Background:

The Men's National 7's Rugby Championship will be held in Park City from August 14 through August 15, 2004. 7's Rugby is different from the common 15-player team by having only 7 players on the pitch. In 1883, a Scotsman named Ned Haig devised a seven-a-side tournament to make money for his club. The football tournament seemed hopeless since having several games in one afternoon with fifteen players on each side would take the entire day. The teams were reduced to seven men. Because of the faster pace of the game, 7-a-side matches have short halves, 7 minutes during the round robin and 10 minutes in the championship rounds. Sixteen teams will play a total of 44 games over the weekend to determine the National Champion.

The Men's National 7's Championship is consistent with the City Council's Goal #4 which is to continue to promote Park City as multi-seasonal resort by maintaining its status as a World Class Resort which hosts such events as this and to increase the number of events in the Summer.

Analysis:

The event will be held in City Park and the Library Field will be used as a warm-up area. The organizers will utilize Miners Hospital for a base of operations and team area. The matches will begin at 9:00am with the final match ending by 7:00pm on both Saturday and Sunday.

City Council Staff Report



Author: Alison Butz
Subject: Park City Classic
Date: April 22, 2004
Type of Item: Administrative – Master Festival License

Special Events and
Facilities Department

Summary Recommendations:

Review the Master Festival License application, conduct a public hearing, and consider approving the license for the Park City Classic on June 11, 2004.

Description:

Topic:

Review the Master Festival License Application, submitted by Sports Marketing Concepts Inc., for the Park City Classic on June 11, 2004.

Background:

The Park City Classic, produced by Sports Marketing Concepts Inc., will host a race on June 11, 2004. This event is a criterium race using the same course that will be used in August for the Park City Cycling Festival. The race course will use lower Deer Valley Drive, Doe Pass and Lot 5 and 6 at Deer Valley Resort to complete the required distance.

The Park City Classic is consistent with the City Council's Goal #4 which is to continue to promote Park City as multi-seasonal resort by maintaining its status as a World Class Resort which hosts such events as this and to increase the number of events in the Summer.

Analysis:

The event on June 11th runs from 5:00pm until 8:30pm. The start and finish will take place in Lot 5 and 6 at Deer Valley Resort. The race organizer will close one lane of Deer Valley Drive to vehicle traffic. In order to prevent the need to close the road, traffic will be one-way around Deer Valley Drive during the race. Traffic will travel counter-clockwise around the Deer Valley parking lots. For instance, if traveling down Royal Street, traffic will be diverted to the right and they will circle Deer Valley Drive towards Snow Park.

While this event is reviewed under a separate application, it will be used as a test event for the August races. This will allow for issues that arise on June 11 to be addressed prior to August to make sure any impacts from the course and one-way traffic can be mitigated.

Race Course

Racers will travel out of Lot 6 at Deer Valley Resort and exit similar to the Road Race; at the intersection of Deer Valley Drive North and Deer Valley Drive South the racers will take a sharp left hand turn sending them up towards Snow Park. The racers will progress up Deer Valley Drive and turn left onto Doe Pass. From Doe Pass the racers will enter Lot 5 and begin the entire route again. No caravan is used during the criterium.

City Services

The event will require Police Services to assist in manning major intersection as the Road Race heads out of town, and at the criterium at critical intersections. An estimate of costs has been provided to the organizer.

The Building Department will review any tents and other structures for compliance with the Building Code.

Neighborhood Notification

The event organizer is working in conjunction with the Park City Cycling Festival on contacting the individual subdivisions and condominium projects to get them information on the event. Electronic signs will be placed on Deer Valley Drive one day prior to the event to alert traffic of the one-way traffic on Friday evening during the event.

Department Review:

All applicable departments have reviewed the Park City Classic and their comments have been incorporated into the report.

Recommendation:

Review the Master Festival License application, conduct a public hearing, and consider approving the license for the Park City Classic on June 11, 2004 based on the following:

Findings of Fact:

1. The Park City Classic will be held on June 11, 2004. The event is a criterium race on Deer Valley Drive from 5:00pm until 8:30pm.
2. Parking for the anticipated crowd size throughout the duration of the event will be accommodated at Deer Valley Resort. No shuttle system is required for the event. The conduct of the Park City Classic will not substantially interrupt or prevent the safe and orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its Venue.
3. The Park City Classic is oriented towards the athletes and their families. The Park City Classic will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
4. The event will be held in lower Deer Valley where parking for the event will also

be accommodated. No portion of Deer Valley Drive will be closed to traffic. The event will not interfere with police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.

5. No Master Festival or Special Event license has been approved for June 11, 2004.
6. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
7. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

1. The applicant will work with Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the applicant.
2. The applicant shall provide to the Special Events Manager proof of liability insurance as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as an additional insured if necessary.
3. Deer Valley Drive shall reopen to two-way traffic by 9:00pm on June 11th.

MASTER FESTIVAL/SPECIAL EVENT LICENSE

Type of License: ☐ Special Event ☒ Master Festival
Event Name: Park City Classic
Event Date(s): June 11, 2004
Event Location: Deer Valley Resort and Deer Valley Drive
Licensee: Sports Marketing Concepts Inc.
Contact Person: Dirk Cowley
Approved By: ☐ Special Events Manager ☒ City Council of Park City
Approval Date: April 22, 2004

The City Council has approved the Master Festival License for the Park City Classic on June 11, 2004. This Master Festival License has been issued under the authority described within the Park City Municipal Code Section 4-8-4(B) based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The Park City Classic will be held on June 11, 2004. The event is a criterium race on Deer Valley Drive from 5:00pm until 8:30pm.
2. Parking for the anticipated crowd size throughout the duration of the event will be accommodated at Deer Valley Resort. No shuttle system is required for the event. The conduct of the Park City Classic will not substantially interrupt or prevent the safe and orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its Venue.
3. The Park City Classic is oriented towards the athletes and their families. The Park City Classic will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
4. The event will be held in lower Deer Valley where parking for the event will also be accommodated. No portion of Deer Valley Drive will be closed to traffic. The event will not interfere with police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.

5. No Master Festival or Special Event license has been approved for June 11, 2004.

6. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.

7. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

1. The applicant will work with Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the applicant.

2. The applicant shall provide to the Special Events Manager proof of liability insurance as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as an additional insured if necessary.

3. Deer Valley Drive shall reopen to two-way traffic by 9:00pm on June 11th.

PASSED AND APPROVED this 22th day of April, 2004.

City Council Staff Report



Author: Alison Butz
Subject: Park City Cycling Fest
Date: April 22, 2004
Type of Item: Administrative – Master Festival License

Special Events and
Facilities Department

Summary Recommendations:

Review the Master Festival License application, conduct a public hearing, and consider approving the license for the Park City Cycling Fest Master Festival License, August 12 through August 22, 2004.

Description:

Topic:

Review the Master Festival License Application, submitted by Blue Wolf Events, LLC., for the Park City Cycling Festival the USCF National Championships held from August 12 through August 22, 2004.

Background:

The Park City Cycling Festival, produced by Blue Wolf Events, will host the USCF National Championship for Masters Men 30 – 70+, Masters Women 30 – 60+, Juniors and Masters Tandem in Park City on August 12 through August 22, 2004. This is the first time both the Master and Junior USCF National Championships will be held at the same location. The races held in Park City will be the criterium and road races and each evening the awards ceremonies will take place on the Town Lift Plaza. Antelope Island will be the location for the time trial event.

The Park City Cycling Festival is consistent with the City Council's Goal #4 which is to continue to promote Park City as multi-seasonal resort by maintaining its status as a World Class Resort which hosts such events as this and to increase the number of events in the Summer.

The events held in Park City will begin and end at Deer Valley Resort. The proposed course for the road race would leave Deer Valley Resort using Deer Valley Drive, turn right onto Bonanza Drive and leave Park City for other areas in Summit County via Hwy 248. The racecourse is being reviewed not only by Park City, but also Summit County, Wasatch County including UHP, and has received UDOT approval.

The criterium (multi-loop race) will use lower Deer Valley Drive, Doe Pass and Lot 5 and 6 at Deer Valley Resort to complete the required distance.

Through the logistic planning the organizers have not looked at street closures during the races, just the temporary holding of traffic for approximately 3 – 5 minutes and no longer than 10 minutes.

Analysis:

The event runs from August 12 through August 22. The start and finish of all races in Park City will take place in Lot 5 and 6 at Deer Valley Resort. Registration for the event will be at the Lodges from 8am to 5pm daily. Not all races will be held in Park City, however, each evening the awards ceremonies will be held on the Town Lift Plaza from 6pm to 8pm.

Schedule

Thursday	August 12	6:00pm – 8:30pm Awards Ceremony
Friday	August 13	8:00am – 5:00pm Masters Road Race 6:00pm – 8:30pm Awards Ceremony
Saturday	August 14	8:00am – 3:00pm Masters Road Race 6:00pm – 8:30pm Awards Ceremony
Sunday	August 15	8:00am – 5:00pm Masters Road Race 6:00pm – 8:30pm Awards Ceremony
Monday	August 16	8:00am – 3:00pm Men Masters Criterium 6:00pm – 8:30pm Awards Ceremony
Tuesday	August 17	8:00am – 3:00pm Women Masters Criterium 6:00pm – 8:30pm Awards Ceremony
Wednesday	August 18	8:00am – 5:00pm Registration
Thursday	August 19	7:00pm – 8:30pm Awards Ceremony
Friday	August 20	6:00pm – 8:30pm Awards Ceremony
Saturday	August 21	8:00am – 3:00pm Juniors Road Race and Criterium 6:00pm – 8:30pm Awards Ceremony
Sunday	August 22	8:00am – 4:00pm Juniors Criterium 6:00pm – 8:30pm Awards Ceremony

Road Race

The proposed course for the road race leaves Deer Valley Resort's Lot 6 heading north on Deer Valley Drive and going west around the lakes. The route will continue on Deer Valley Drive and turn right onto Bonanza Drive. The racers will turn right onto Kearns Boulevard/Hwy 248 and leave Park City for other areas in Summit County. Each category of racers will start at a different time staggering the groups over the entire course. Each group will consist of a caravan with a Utah Highway Patrol (UHP) car in the lead, followed by press, race judges and members of the event staff. Additional cars with similar purposes will follow the racers and UHP will secure the end of the group.

While the racers and the caravans leave town, event race marshals and police to hold traffic from turning out into the street while the caravan passes will control key intersections and driveways. Cars will be held at these points for approximately 3 to 5 minutes. For vehicles behind the caravan, there will be opportunities to pass on wider roadways, otherwise the traffic behind travels at the speed of the caravan.

The same process will take place on the return. Once a racer drops out of the main group they are required to obey traffic laws and must make it back to the finish on their own.

Criterium

A criterium is a multi-loop race where the cyclists continually loop around the route until the time limit is up. The criterium course for the USCF National Championships will be around lower Deer Valley. Racers will travel out of Lot 6 at Deer Valley Resort and exit similar to the Road Race; at the intersection of Deer Valley Drive North and Deer Valley Drive South the racers will take a sharp left hand turn sending them up towards Snow Park. The racers will progress up Deer Valley Drive and turn left onto Doe Pass. From Doe Pass the racers will enter Lot 5 and begin the entire route again. No caravan is used during the criterium.

To prevent the need to close Deer Valley Drive for the criterium races, Deer Valley Drive will be turned into a one-way street during the races. Traffic will travel counter-clockwise around the Deer Valley parking lots. For instance, if traveling down Royal Street, traffic will be diverted to the right and they will circle Deer Valley Drive towards Snow Park.

An application has been submitted for a criterium race on the same course for June 11, 2004. While this event will be reviewed under a separate application, it will be used as a test event for the August races. This will allow for issues that arise on June 11 to be addressed prior to August to make sure any impacts from the course and one-way traffic can be mitigated.

Juniors Road Race

The required road race distance for the Juniors is shorter than the course provided for the masters athletes. The Juniors road race will occur on a separate course which overlaps the area for the criterium and winds through the Solamere Subdivision. At this time both the race organizer and the Police are looking at accompanying the racers through a caravan. This will allow the residents in the area to access their homes throughout the race.

Awards

Each evening awards for each category will be presented to the racers on the Town Lift Plaza. Awards will run from 6:00pm to 9:30pm each day except Wednesday, August 18 and Sunday August 22. On Sunday August 22, 3:00pm and will run until 5:00pm. There will be food and drinks served on the plaza for the athletes during the awards.

City Services

The event will require Police Services to assist in manning major intersection as the Road Race heads out of town, and at the criterium at critical intersections. Staff is working on identifying the locations and hours to prepare estimated costs for the organizer.

The Building Department will review the Start/Finish area tents, bleachers and other structures for compliance with the Building Code.

Neighborhood Notification

Two open houses were held in March to receive public input. Additional public meetings will be scheduled for July to keep residents and impacted neighborhoods aware of delays. Additional public meetings will be scheduled for July 14 at 7pm, 20 at 7pm and the 22 at 6pm. The event organizer is working on contacting the individual subdivisions and condominium projects to get them information on the event and the open houses.

Department Review:

All applicable departments have reviewed the Park City Cycling Fest and comments have been incorporated into the report.

Recommendation:

Review the Master Festival License application, conduct a public hearing, and consider approving the license for the Park City Cycling Fest Master Festival License, August 12 through August 22, 2004 based on the following:

Findings of Fact:

1. The event runs from August 12 through August 22. The start and finish of all races in Park City will take place in Lot 5 and 6 at Deer Valley Resort. Registration for the event will be at the Lodges from 8am to 5pm daily. Not all races will be held in Park City, however, each evening the awards ceremonies will be held on the Town Lift Plaza from 6pm to 8pm.
2. Parking for the anticipated crowd size throughout the duration of the event will be accommodated at Deer Valley Resort. No shuttle transportation is needed for either the races or for the awards on Town Lift Plaza. During the event traffic may be held at certain intersection for a period of 3 – 5 minutes. The conduct of the Park City Cycling Festival Events will not substantially interrupt or prevent the safe and orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its Venue.
3. The Park City Cycling Festival is oriented towards the athletes and their families. The events associated with the Park City Cycling Festival will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
4. No street will be closed to traffic during the event. The event will not interfere with police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
5. No other Master Festival or Special Event Licenses have been issued for August 12 – 22, 2004.
6. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause

- significant property damage.
7. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

1. The applicant will work with Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the applicant.
2. The applicant shall provide to the Special Events Manager proof of liability insurance as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as an additional insured if necessary.
3. All activities on the Town Lift Plaza shall conclude by 9:00pm each evening. The race organizer, to the best of his ability, shall reopen Deer Valley Drive to two-way traffic as soon as each day of criterium races is completed.
4. Signs shall be placed along the race routes no later than four days prior to the first event notifying vehicles of expected delays.

MASTER FESTIVAL/SPECIAL EVENT LICENSE

Type of License: ____ Special Event **X Master Festival**
Event Name: **Park City Cycling Festival**
Event Date(s): **August 12 – 22, 2004**
Event Location: **Deer Valley Resort, Town Lift Plaza and Park City Roads**
Licensee: **Blue Wolf Events**
Contact Person: **Jeff Frost**
Approved By: ____ **Special Events Manager** **X City Council of Park City**
Approval Date: **April 22, 2004**

The City Council has approved the Master Festival License for Park City Cycling Festival to be held on Park City Cycling Fest Master Festival License, August 12 through August 22, 2004. This Master Festival License has been issued under the authority described within the Park City Municipal Code Section 4-8-4(B) based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The event runs from August 12 through August 22. The start and finish of all races in Park City will take place in Lot 5 and 6 at Deer Valley Resort. Registration for the event will be at the Lodges from 8am to 5pm daily. Not all races will be held in Park City, however, each evening the awards ceremonies will be held on the Town Lift Plaza from 6pm to 8pm.
2. Parking for the anticipated crowd size throughout the duration of the event will be accommodated at Deer Valley Resort. No shuttle transportation is needed for either the races or for the awards on Town Lift Plaza. During the event traffic may be held at certain intersection for a period of 3 – 5 minutes. The conduct of the Park City Cycling Festival Events will not substantially interrupt or prevent the safe and orderly movement of public transportation or other vehicular and pedestrian traffic in the area of its Venue.
3. The Park City Cycling Festival is oriented towards the athletes and their families. The events associated with the Park City Cycling Festival will not require the diversion of so great a number of police, fire, or other essential public employees from their normal duties as to prevent reasonable police, fire, or other public services protection to the remainder of the City.
4. No street will be closed to traffic during the event. The event will not interfere with police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.

5. No other Master Festival or Special Event Licenses have been issued for August 12 – 22, 2004.

6. The size of the crowd and nature of the event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.

7. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant demonstrates an ability and willingness to conduct the event pursuant to the terms and conditions of this Chapter and has not failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.

Conclusions of Law:

1. The application is consistent with the requirements of the Park City Municipal Code, Title 4, Chapter 8.

Conditions of Approval:

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3. All activities on the Town Lift Plaza shall conclude by 9:00pm each evening. The race organizer, to the best of his ability, shall reopen Deer Valley Drive to two-way traffic as soon as each day of criterium races is completed. Signs shall be placed along the race routes no later than four days prior to the first event notifying vehicles of expected delays.

PASSED AND APPROVED this 22th day of April, 2004.