



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
December 16, 2021**

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regular City Council meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah 84060 for the purposes and at the times as described below on Thursday, December 16, 2021. To participate virtually, follow the public meeting information at www.parkcity.org.

WORK SESSION

4:30 p.m. - Summit Land Conservancy Discussion - Iron Mountain Open Space Donation and Conservation Easement Proposal

[Iron Mountain Property Donation and Conservation Easement Staff Report](#)

4:45 p.m. - Discuss Diversity, Equity, and Inclusion (DEI) Special Service Contracts Funding Recommendations

[DEI Contracts Funding Recommendations Staff Report](#)

[Exhibit A: DEI SSC Funding Recommendations](#)

5:15 p.m. - Communities That Care Annual Update

[Communities That Care Staff Report](#)

[Exhibit A: Donation Letter](#)

[Exhibit B: Communities That Care Achievements](#)

[Exhibit C: Summit County Letter of Support](#)

[Exhibit D: Coalition Members Letters of Support](#)

[Exhibit E: CTC Strategic Plan](#)

5:45 p.m. - Break

REGULAR MEETING - 6:00 p.m.

I. ROLL CALL

II. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments

Staff Communications Reports

1. Drop, Load, and Stage (DLS) Program Update

[DLS Zone Staff Report](#)

2. Winter Service Orange Routing Royal Street
[Winter Service Orange Line Staff Report](#)
[Exhibit A: 40 Bronze Route Map](#)
3. Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2020
[GFOA Certificate of Achievement for Excellence in Financial Reporting Staff Report](#)
[Exhibit A: Certificate of Achievement for Excellence in Financial Reporting, Fiscal Year 2020](#)

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

IV. CONSIDERATION OF MINUTES

Consideration to Approve the City Council Meeting Minutes from November 18, 2021
[November 18, 2021 Minutes](#)

V. CONSENT AGENDA

1. Request to Approve and Accept the Fiscal Year 2021 Draft Annual Comprehensive Financial Report (ACFR)
[FY 2021 ACFR Acceptance Staff Report](#)
[Exhibit A: DRAFT - Annual Comprehensive Financial Report, June 30, 2021](#)
2. Request to Approve the Special Event Temporary Alcoholic Beverage Licenses during the 2022 Sundance Film Festival
[Temporary Liquor Approvals Staff Report](#)
[Exhibit A: December 16 Liquor List of Locations](#)
3. Request to Approve the Type 2 Convention Sales Licenses for Operation during the 2022 Sundance Film Festival
[CSL Approvals Staff Report](#)
[Exhibit A: December 16 CSL List](#)
4. Request to Authorize the City Manager to Enter into a Design Professional Services Agreement with Horrocks Engineers in an Amount Not to Exceed \$268,107 in a Form Approved by the City Attorney, for the Preparation of a Feasibility Analysis for the SR 248/Snow Creek Drive Active Transportation Crossing
[Snow Creek Feasibility Design Consultant Agreement Staff Report](#)
[Exhibit A: SR 248 Snow Creek Drive Tunnel Bridge Feasibility Analysis Study RFQ](#)
[Exhibit B: Horrocks Engineers RFQ Response](#)
[Exhibit C: Horrocks Scope and Fee](#)
[Exhibit D: Draft Design Consultant Services Agreement](#)

5. Request to Approve a Contract with Neubrain, in a Form Approved by the City Attorney, for a Software Update and Five Years of Maintenance for Board Budgeting Software, for a Total Amount Not to Exceed \$115,745.60
[BOARD Contract Staff Report](#)

VI. OLD BUSINESS

1. Consideration to Approve Ordinance 2021-49, an Ordinance Adopting an Adjusted Budget for FY2022 for Park City Municipal Corporation
(A) Public Hearing (B) Action
[FY22 Budget Adjustment Staff Report](#)
[Exhibit A: Adjusted Budget Adoption Ordinance FY22](#)
[Exhibit B: Park City Fee Schedule Adjustments](#)
[Exhibit C: FY22 Adjusted Expense Budget](#)
[Exhibit D: FY22 YTD Revenue Report](#)
2. Consideration to Adopt Resolution 30-2021, a Resolution Amending the Fee Schedule
(A) Public Hearing (B) Action
[FY22 Budget and Fee Schedule Adjustment Staff Report](#)
[Exhibit A: Fee Schedule Resolution](#)
[Exhibit B: Fee Schedule Adjustments](#)
3. Consideration to Approve Ordinance 2021-50, an Ordinance Amending Title 14, Trees/Landscaping; Streets, Sidewalks and Stairs; Streetcuts; Snow Removal; Street Address System; News Racks by Adding Chapter 14-7, Small Wireless Facilities in the Public Right of Way of the Municipal Code of Park City; and Approving the Master License Agreement, Design Standards, and Permit Application. for the Installation of Small Wireless Facilities in City Rights-of-Way
(A) Public Hearing (B) Action
[Small Wireless Facilities Staff Report](#)
[Exhibit A: Small Wireless Facilities Ordinance](#)
[Exhibit B: Draft Master License Agreement](#)
[Exhibit C: Draft Small Wireless Design Standards](#)
[Exhibit D: Draft Small Wireless Facility Permit Application](#)
4. Consideration to Approve Ordinance No. 2021-51, an Ordinance Amending Land Management Code Sections 15-2.1-2, 15-2.2-2, 15-2.3-2, 15-2.4-2, 15-2.5-2, 15-.6-2, 15-2.9-2, 15-2.10-2, 15-2.11-2, 15-2.12-2, 15-2.13-2, 15-2.14-2, 15-2.15-2, 15-2.16-2, 15-2.17-2, 15-2.18-2, 15-2.19-2, and 15-2.23-2 Uses, 15-4-7 Accessory Apartments, and 15-15-1 Definitions, Amending Accessory Apartment Regulations
(A) Public Hearing (B) Action
[Accessory Apartment Staff Report](#)
[Exhibit A: Draft Ordinance No. 2021-51](#)
[Exhibit B: Accessory Apartment Survey Results](#)
[Exhibit C: Background](#)
[Exhibit D: Public Input](#)

VII. NEW BUSINESS

1. Consideration to Approve Ordinance 2021-52, an Ordinance Amending the Land Management Code Section 15-2.13.2 to Prohibit Nightly Rentals in the Hidden Oaks at Deer Valley Subdivision Phases 2 and 3
(A) Public Hearing (B) Action
[Nightly Rentals in Hidden Oaks at Deer Valley Subdivision Staff Report](#)
[Exhibit A: Draft Ordinance No. 2021-52](#)
[Exhibit B: Applicant Statement](#)
[Exhibit C: Emails of Support from Property Owners](#)
[Exhibit D: Ordinance No. 95-21](#)
2. Consideration to Approve the 2022 Sundance Film Festival Supplemental Plan and Level Five Event Permit
(A) Public Hearing (B) Action
[Sundance Supplemental Plan Staff Report](#)
[Exhibit A: 2022 Sundance Film Festival Special Event Permit DRAFT](#)
[Exhibit B: 2022 Sundance Film Festival Analysis](#)
[Exhibit C: Special Event Application, Sundance Venues & Sponsors, Use Matrix, Sustainability Commitment](#)

VIII. ADJOURNMENT

IX. PARK CITY WATER SERVICE DISTRICT MEETING

I. ROLL CALL

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

III. CONSENT AGENDA

1. Request to Authorize the Mayor to Execute a Memorandum of Agreement in a Form Approved by the City Attorney, to Continue Leasing Surplus Water to Weber Basin through Provisions in the Western Summit County Project Master Agreement
[Surplus Water Lease Staff Report](#)
[Exhibit A: Memorandum of Understanding 2022](#)
[Exhibit B: Links to Western Summit County Project Master Agreement](#)
[Exhibit C: Excess Capacity, Surplus Water and Demand Schedule](#)

IV. 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. Public comments can be accepted virtually. To comment virtually, use eComment or raise your hand on Zoom. Written comments submitted before or during the meeting will be entered into the public record, but will not be read aloud. For more information on participating virtually and to listen live, please go to www.parkcity.org.

***Parking is available at no charge for Council meeting attendees who park in the China Bridge parking structure.**

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Heinrich Deters

Submitting Department: Sustainability

Item Type: Work Session

Agenda Section:

Subject:

4:30 p.m. - Summit Land Conservancy Discussion - Iron Mountain Open Space Donation and Conservation Easement Proposal

Suggested Action:

Attachments:

[Iron Mountain Property Donation and Conservation Easement Staff Report](#)



City Council Staff Report

Subject: Open Space Donation and Conservation Easement Proposal- Iron Mountain
Author: Heinrich Deters- Trails & Open Space Manager
Department: Sustainability
Date: December 16, 2021
Type of Item: Work Session

Recommendation

Provide direction on a possible open space collaboration, between Iron Mountain Associates (IMA), Summit Land Conservancy (SLC), and Park City Municipal Corporation (PCMC), which contemplates the following property, all of which is located on Iron Mountain:

- Iron Mountain Associates (IMA) would donate approximately 218 acres of additional open space to PCMC; and
- SLC would draft a conservation easement for PCMC's consideration, covering the donated IMA property and an additional 326.5 acres of open space already owned by PCMC but not encumbered by a conservation easement.

This action would increase the City's total acreage of open space to more than 10,000 acres, secure ownership of property in which the Iron Mountain Trail currently traverses, convey open space to the City, which is owned by an outgoing developer, respond to the request of a resident, and consolidate approximately 600 acres under one conservation easement held by SLC.

Background

Properties Currently Owned by PCMC

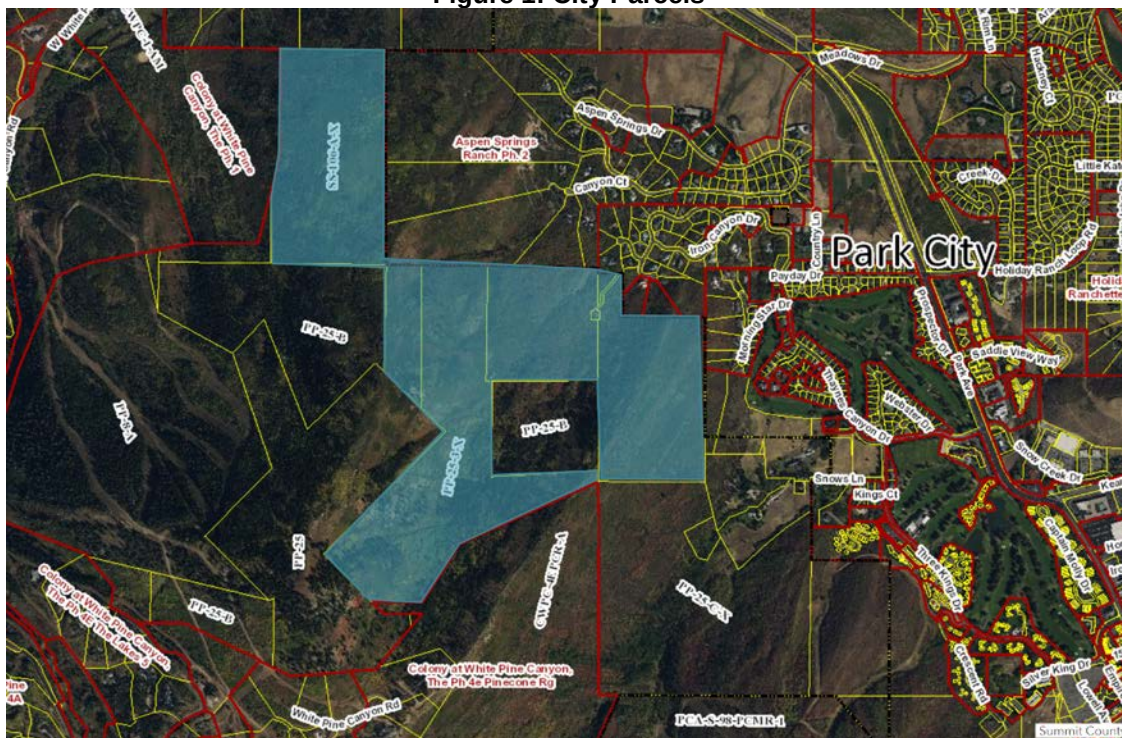
Park City Municipal acquired approximately 326.5 acres on Iron Mountain above the Iron Canyon Subdivision in 2010 and 2011 as open space. The acquisition and associated open space restrictions were subject to a 1998 agreement with the developers of the Colony, which included a water agreement, open space transfer, and open space deed restrictions on separate parcels.

For purposes of this report, the proposed conservation easement is specific to properties that the City acquired fee title to in 2010 and 2011 (blue in Figure 1 below and noted in the adjacent table) and any properties donated by IMA.

SLC was recently approached by a resident of Iron Mountain Subdivision, inquiring about the possibility of a land trust encumbering these city-owned parcels with a conservation easement. SLC contacted city staff and requested the item be considered by City Council.

Parcel Number	Acreage
SS-106-A-X	94.21
PP-25-2-X	14.7
PP-25-3-X	109.38
PP-25-1-XX	44.44
SS-108-A-X	63.78
TOTAL	326.51

Figure 1: City Parcels

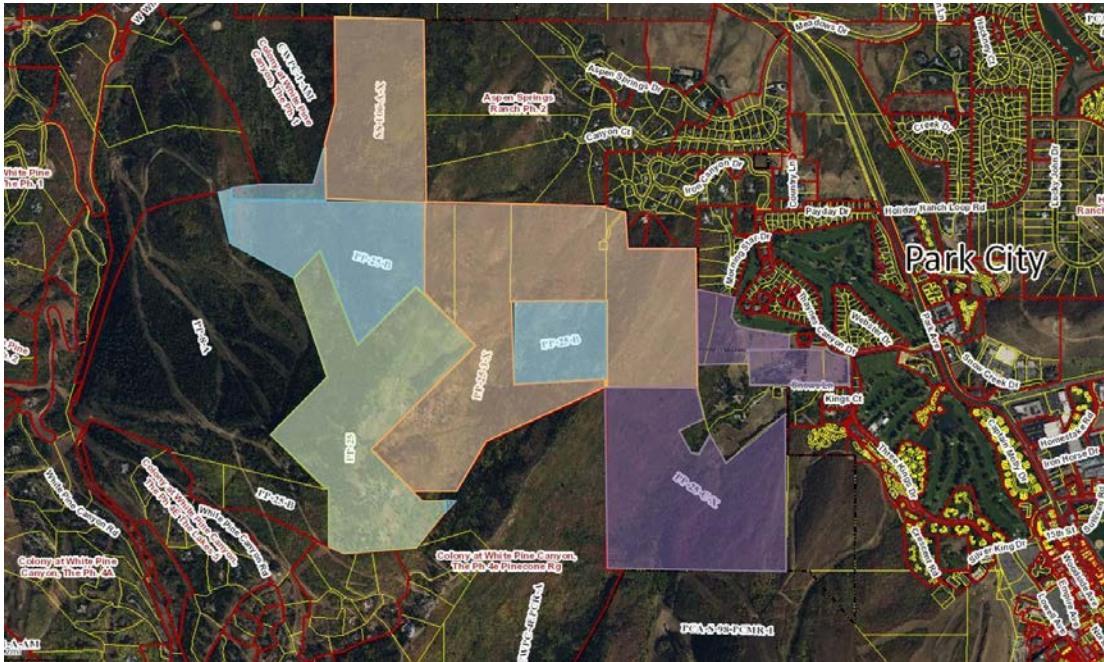


Properties considered for donation by IMA

IMA, the developer of 'The Colony' subdivision, located in unincorporated Summit County, is the owner of property on Iron Mountain. The property is restricted as open space. IMA has sold all the developable lots in the project and is looking to transfer ownership of remaining land assets to other entities, including the Homeowners Association.

IMA, through SLC, contacted staff to see if there was interest in adding an additional 218 acres (Figure 2 in blue and in adjacent table) to the 326.5 currently owned by the City and placing a conservation easement held by SLC on the balance.

Figure 2:



Analysis

Consolidation of property ownership and associated preservation terms is a prudent approach to managing open spaces within and adjacent to Park City, and furthers the Council goal of preserving and enhancing the environment.

Parcel	Acreage
SS-106	2.8
PP-S-87	1
*PP-25-B	120
*PP-25	95
*TOTAL	218

The map (Figure 2) provides a conceptual overview of approximately 800 open space acres located in the Iron Mountain area, should Council provide direction to proceed and then ultimately approve the project in a subsequent public meeting. The map illustrates the following:

- Purple- Armstrong Properties (Utah Open Lands easement and majority of acreage owned by City);
- Orange- Open Space currently owned by City and deed-restricted;
- Blue- Open Space contemplated for donation by IMA; and
- Green*- Warren Claims Conservation Easement held by SLC.

*Property within existing ski area boundaries will not be considered.

*Possible discrepancies in the Summit County records, related mining claims may exist and will need to be addressed during the project due diligence.

This proposal is before the Council, in part, at the request of Summit Land Conservancy and a resident of Iron Mountain.

SLC has been an integral part of Park City's open space preservation for more than fifteen years. SLC holds conservation easements on more than 2,000 acres of City-owned property. SLC also provides third-party land use monitoring, consistent with conservation values, and permitted and prohibited uses. Annual monitoring reports are provided to the City as part of a separate City Services Agreement with SLC.

Conservation or Preservation Easements held by a qualified land trust provides independent monitoring and enforcement for permitted and prohibited activities associated with a property. The nature of the third-party independence ensures the protection of the conservation values, to which all future uses or decisions must adhere. This commitment by a landowner must be taken seriously as it usually limits specific future uses on property.

Like the Risner Ridge conservation easement project, staff recommends that costs associated with the drafting of the easement, baseline reports, and stewardship be paid by the requesting residents, IMA and, through additional private fundraising efforts. These costs are estimated to be around \$80,000.

Staff recommends Council provide the following direction:

- Continue due diligence on the property;
- Coordinate with IMA and if needed Summit County per the conveyance;
- Coordinate with SLC per possible conservation easement terms, consistent with existing property restrictions; and
- Return to Council with additional information in a future work session.

Funding

No funding is requested as part of this report

Department Review

This report has been reviewed by the Sustainability, Legal and Executive Departments.

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Kirsten Darrington

Submitting Department: Budget, Debt & Grants

Item Type: Staff Report

Agenda Section:

Subject:

4:45 p.m. - Discuss Diversity, Equity, and Inclusion (DEI) Special Service Contracts Funding Recommendations

Suggested Action:

Attachments:

[DEI Contracts Funding Recommendations Staff Report](#)

[Exhibit A: DEI SSC Funding Recommendations](#)

City Council Staff Report

Subject: DEI Special Service Contracts Funding Recommendations

Author: Jed Briggs & Kirsten Darrington

Department: Budget, Debt & Grants

Date: December 16, 2021

Type of Item: Administrative

Summary Recommendation

The Special Service Contract Committee has completed their review process for the DEI Special Service Contracts (SSC) and seeks Council review and direction.

Background

In FY20, Council approved a revamp of the Special Service Contracts. This revamp split the process into two categories/rounds: 1) regular service contracts and 2) social equity service contracts. The regular service contracts were awarded last fiscal year and are on the second year of a four-year contract. Earlier this year, Council decided to delay the RFP for social equity services to allow non-profit organizations more time to recover from the Covid pandemic. The Committee has since fine-tuned this category, now called Diversity, Equity, and Inclusion (DEI) to expand the scope.

DEI Special Service Contracts are awarded through a competitive application process. A request for proposals (RFP) was issued on October 29, 2021 and posted on the city website. Additionally, information was shared with Council Liaisons and community partners, email announcements were sent to eligible applicants, and the city hosted a virtual application webinar to provide more in-depth information on the RFP. Applications were accepted through November 19 and submitted to the SSC subcommittee for review. This Subcommittee included Council Members Gerber and Joyce as well as City staff members Lynn Ware Peek, Ivan Razo, Jed Briggs, and Kirsten Darrington.

Description

The services provided through the DEI SSC contracts will support the priorities outlined in the City's Community Social Equity Strategic Plan. They will help PCMC cultivate a community that engages diverse perspectives, differing ideas, and individuals from different backgrounds to help define policy and practice and help shape culture. Funding will be prioritized for new or expanded projects. The intent of this funding is not to be used for ongoing non-profit services, but for enhanced services in our community that focus on diversity, equity, and inclusion.

Priorities for this category include:

- Services/Programs with a stated focus on Diversity, Equity, and Inclusion –

- Diversity – Encourages participation from diverse voices in our community
- Equity – Works to promote equitable outcomes and measures impact in the community
- Inclusion – Engages and empowers diverse experiences to foster an inclusive community
- Innovative and/or New Programming – Provides innovative solutions regarding issues the City faces
- Communication – Enhances communication to all members of our community
- Issue Awareness – Identifies and addresses our diverse community's concerns and interests
- Affordability – Helps to ease residents' cost of living

The Subcommittee reviewed each application to determine how well it fulfilled the criteria outlined in the City's RFP and fit within the funding priorities outlined above. Funding recommendations were made taking those factors into account along with the total funds budgeted for FY22 and FY23.

A summary of the recommendations from the SSC Subcommittee is found in Exhibit A.

Timeline

Contracts would be awarded for a two-year cycle, FY22 & FY23.

Budget

\$250k was budgeted for DEI contracts for FY22 and \$250,000 for FY23, for a total of \$500,000.

Exhibits

Exhibit A: DEI Special Service Contract Subcommittee Funding Recommendations

EXHIBIT A: DEI SPECIAL SERVICE CONTRACTS FUNDING RECOMMENDATIONS
(Page 1 of 2)

Applicant	Application Description	FY22 Requested Amount	FY23 Requested Amount	Total Requested Amount	FY22 Recommended Amount	FY23 Recommended Amount	TOTAL AMOUNT
Arts Council of Park City & Summit County	Funding will be used for seed money to hire a Community Inclusion & Outreach Coordinator to further the Arts Council's Diversity, Equity, and Inclusion work.	\$ 22,400.00	\$ 22,400.00	\$ 44,800.00	\$ 22,400.00	\$ 22,400.00	\$ 44,800.00
Big Brothers Big Sisters of Utah	Funding will support salaries and benefits for program staff who initiate and support matches with youth and mentors; BBBS is looking at add 10-15 Latinx volunteer mentors by 2024.	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00
Christian Center	Funds will support artists' fees and other expenses for the Latin Arts Festival. The Subcommittee determined it would be more strategic to fund the project for FY22 and not FY23, so that more funds could be diverted to the Arts Council which will be taking the lead on the Festival in the 2nd year.	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00	\$ 15,000.00	\$ -	\$ 15,000.00
Jewish Family Service	Funds will be used to pay a bilingual Spanish speaking Social Worker who will provide more targeted outreach to the Spanish speaking community. The Subcommittee agreed to fund the project in FY23, noting the delay wouldn't negatively impact the organization and would more effectively spread out the budgeted funds between FY22 and FY23.	\$ 25,000.00	\$ 30,000.00	\$ 55,000.00	\$ -	\$ 20,000.00	\$ 20,000.00
KPCW	Funds will support production costs for Cada Domingo, including host salary, promotion fees, and language translation services. Because the City has previously funded this project, the Subcommittee decided to allocate a smaller amount for FY22 only and will reach out to KCPW explaining this rationale and possible ideas for expansion on this project or new ones for the future.	\$ 15,600.00	\$ 15,600.00	\$ 31,200.00	\$ 5,000.00	\$ -	\$ 5,000.00
Mountain Mediation	Funds will support MMC's new bilingual conflict prevention programming, including salary for the bilingual outreach coordinator and stipends for the Latinx tenant community.	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00
Mountainlands Community Housing Trust	Mountainlands is planning to establish a Housing Advocacy Center. Requested funding would be used to support a new employee to run the Advocacy Center and accomplish specific goals in the first 18 months.	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00
Park City Community Foundation: Equity Advancement Cohort	Establish a second Equity Advancement Cohort for up to 24 participants representing 12 community organizations. Funds will be used to cover the expenses associated with the training as well as the year-long staffing required to lead the trainings.	\$ 50,000.00	No request for 2nd yr.	\$ 50,000.00	\$ 50,000.00	No request for 2nd yr.	\$ 50,000.00
Park City Film	Funding will support PC Film's multi-pronged approach to their DEI goals and objectives, including targeted outreach to the Latinx community, increase usage of the Service Industry Ticketing Program, and a social equity film series.	\$ 30,000.00	\$ 30,000.00	\$ 60,000.00	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00
Park City Seniors	Funding will support a part-time Senior Advocate position to raise awareness about programming and increase the number of participants.	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00
PC Tots	Funding would be used to support hiring an additional five teachers, enrolling an additional 40 children, and providing these 40 low-income and minority families with tuition subsidies.	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00	\$ 25,000.00	\$ 25,000.00	\$ 50,000.00
SOS Outreach	Funding will support the creation of a Program Facilitator position in the 2022-23 program season, with the prioritization for the position to be filled by an SOS program alum from Summit County, UT. The Subcommittee agreed to wait until FY23 to fund this project, considering the FY22 season would almost be over by the time funds were issued and to give them more time to plan for and train this position.	\$ 40,000.00	\$ 40,000.00	\$ 80,000.00	\$ -	\$ 20,000.00	\$ 20,000.00
Youth Sports Alliance	Funds will be used to expand afterschool programming and financial assistance programs to encourage wider participation, provide transportation options to students, and conduct surveys and focus groups to identify barriers to participation.	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	\$ 10,000.00	\$ 10,000.00	\$ 20,000.00
Totals		\$478,262	\$423,262	\$901,524	\$239,900	\$209,900	\$449,800

Applicants Not Recommended for Funding:

The following applicants were not recommended for funding. The Subcommittee has provided personal outreach to each applicant, notifying them of the decision along with a detailed explanation.

Applicant	Explanation	FY22 Requested Amount	FY23 Requested Amount	Total Requested Amount	FY22 Recommended Amount	FY23 Recommended Amount	TOTAL AMOUNT
EATS Park City	Funding would support EAT PC's Composting Uneaten Lunch (CUL) program at Treasure Mountain Jr. High. The Subcommittee agreed this project might be a better fit for a partnership with the Sustainability Depart and staff has reached out to the applicant to provide this feedback.	\$10,262	\$10,262	\$20,524	\$ -	\$ -	\$ -
Egyptian Theatre	Funds were requested for the expansion of an existing program. After careful consideration, it was determined the application did not clearly meet the funding priorities and criteria compared to other applicants.	\$50,000	\$50,000	\$100,000	\$ -	\$ -	\$ -
Park City Community Foundation: Early Childhood Resources	Funding would directly support the Diaper Bank. Upon further explanation from PCCF, the Subcommittee determined it was a better fit to fund the PCCF's request for a second Equity Cohort, noting this project could be easily funded through a community drive or other means.	\$25,000	\$25,000	\$50,000	\$ -	\$ -	\$ -
People's Health Clinic	Funds were requested for a COVID vaccine clinic. The Subcommittee agreed while the request was important, it didn't seem to be the best fit for this pool of funding and took into consideration the Clinic was already being funded through a different City department.	\$20,000	\$20,000	\$40,000	\$ -	\$ -	\$ -
Summit Community Gardens	Funding would support new programming at Summit Community Gardens. After careful consideration, it was determined the application did not clearly meet the funding priorities and criteria compared to other applicants.	\$7,500	\$7,500	\$15,000	\$ -	\$ -	\$ -
Utah Clean Energy	Funding was requested for EAT PC's Composting Uneaten Lunch (CUL) program at Treasure Mountain Jr. High. The Subcommittee agreed this project might be a better fit for a partnership with the Sustainability Depart and staff has reached out to the applicant to provide this feedback.	\$25,000	\$25,000	\$50,000	\$ -	\$ -	\$ -
Totals		\$137,762	\$137,762	\$275,524	\$0	\$0	\$0

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Kirsten Darrington

Submitting Department: Budget, Debt & Grants

Item Type: Staff Report

Agenda Section:

Subject:

5:15 p.m. - Communities That Care Annual Update

Suggested Action:

Attachments:

[Communities That Care Staff Report](#)

[Exhibit A: Donation Letter](#)

[Exhibit B: Communities That Care Achievements](#)

[Exhibit C: Summit County Letter of Support](#)

[Exhibit D: Coalition Members Letters of Support](#)

[Exhibit E: CTC Strategic Plan](#)



City Council Communication Report

Subject: Communities That Care Annual Update
Author: Jed Briggs & Kirsten Darrington
Department: Budget
Date: December 9, 2021
Type of Item: Informational

Summary

Communities That Care (CTC) will present a report on their work over the past year and how the City's contributions were used. Park City Municipal has contributed \$60,000 to CTC through the Park City Community Foundation for the last two years.

Communities That Care received a multi-year federal grant from the Center for Disease Control (CDC) and is requesting multi-year financial support for the local match.

Background

In 2017, Park City and Summit County, along with the Park City School District, Park City Community Foundation, and the Health Department, recognized the need to have a convening organization to address youth substance use and suicide and brought CTC to our community because it is proven to be an effective model for mental health collective impact.

Funding Sources

Council has budgeted \$60,000 from the General Fund for Mental Health in FY22.

Exhibits

Exhibit A – Donation Letter
Exhibit B – Communities That Care Achievements
Exhibit C – Summit County Letter of Support
Exhibit D – Coalition Members Letters of Support
Exhibit E – Communities That Care Strategic Plan 2021-2025

Exhibit A – Donation Letter

Date

Recipient Name
PO Box 681499
Park City, UT 84068

Dear Recipient Name:

Park City Municipal Corporation is pleased to financially contribute \$60,000.00 to Communities That Care via the Park City Community Foundation. Park City Community Foundation has a Mental Wellness Fund intended to collect and disburse contributions to the mental wellness efforts in Summit County, including implementation of the Summit County Mental Wellness Alliance strategic plan, and create and facilitate community-connecting initiatives to foster wellbeing.

Cultivating and engaging an inclusive and diverse community, while working to address disparities, is one of five strategic priorities identified in our Vision 2020 process. One strategy in this work is ensuring the community **Feels Connected** by developing an approach to understand and gather metrics such as community happiness, contentment, equity, well-being, and sense of belonging.

An integral component of the work of Communities That Care (CTC) is their evidence-based framework for preventing substance use, suicide, delinquency, and similar concerns among youth. CTC provides a systematic approach to organizing the community, analyzing key data around risk and protective factors, creating a plan to address the highest priority risk and protective factors, and implementing and evaluating that plan over a years-long period.

CTC in Summit County is in the implementation phase of its activities. The focus is on eliminating risk factors including mental health (with a focus on depression), parental attitudes toward alcohol and substance use, and perceived risk of alcohol and substance use. Reinforcing the protective factor of prosocial opportunities for youth is also a focus.

This financial contribution will be specifically earmarked for Communities That Care and Park City Community Foundation will ensure that the funds are spent for those purposes. Communities That Care is expected to return at the end of their fiscal year to report on the successes of the programs mentioned above. We look forward to hearing about the inroads that CTC makes in the mental health community.

Sincerely,

Your Name

Cc: Mary Christa Smith – Communities That Care

Exhibit B – Communities That Care Achievements

KAF Final Report for Communities That Care Summit County, Utah

Goal/Subgrantee and Dedicated Funds	Activities and/or Outputs	Challenges and Lessons Learned
List your goals or subgrantees of Katz Amsterdam's 2020 grant, the dollar amount allocated to each goal, and indicate whether each was a pilot or continued program.	List the activities that you or your subgrantee have undertaken using Katz Amsterdam funds to advance this goal. Please include quantifiable outputs/results that have resulted from the activities, if available and relevant.	Please share any goal-specific challenges you experienced throughout the grant period. If your program was a pilot, please also include any lessons learned. Where possible, please explain how these challenges/lessons may inform your work moving forward.
<i>Goal #1: Build capacity for prevention of youth substance use and suicide in Summit County, Utah.</i>	• <i>Completed the first 9 months of our CDC Drug Free Communities Support Program Grant (\$125,000 annually); Katz funds are matching funds for this grant, which requires 100% non-federal match</i> • <i>Added 6 new members to our coalition from the business, first responder and faith-based sectors.</i> • <i>Consistently held monthly coalition meetings with an average of 25 people attending.</i> • <i>Funded contractor hours for program communications, including social media, newsletter, etc.</i> • <i>Invested in platforms for communication, virtual gathering, and closed captioning</i> • <i>Partnered with the Park City Education Foundation, Summit Land Conservancy, the Peace House, the Health Department and Connect Summit County to offer events, programs and trainings for our community.</i> • <i>CTC Executive Director, communications specialist and evaluator attended CADCA trainings</i> • <i>Conducted key informant interviews and community</i>	• We continued to hold virtual meetings due to COVID-19 • Virtual format offered some benefits for our rural coalition members • The project specialist we hired in March resigned in September. We are reconfiguring the position to match the needs of our program as it evolves. • Our state administered the SHARP Survey in March 2021. Participation was low due to COVID-19. However, key informant interviews and community conversations are significantly deepening our understanding of the 2019 and 2021 SHARP data. • We are seeing increased utilization of our community calendar by our coalition members and other nonprofits as a means to connect and promote events related to youth, families and prevention.

	<i>conversations with professionals and youth to understand community factors contributing to youth substance use and mental health concerns in Summit County</i> • <i>Drafted a Strategic Plan with the CTC Executive Committee</i> • <i>Convened and collaborated with the Data Task Force to discuss additional data sources that can round out our SHARP survey data</i>	
<i>Goal #2: Develop and implement a communications plan for building awareness and skills in our community guided by prevention science.</i>	• <i>Implemented a system of communication through Active Campaign to target community and coalition members at their point of need.</i> • <i>Monthly newsletters: 1500 contacts</i> • <i>Daily social media posts: expanded reach by 75%</i> • <i>Intentionally building relationships with community partners to elevate and promote their prevention related events through our communication platforms.</i> • <i>Developed and populate a community calendar of prevention related activities and events.</i> • <i>Promoted community calendar to partners. Partners can easily post their events on our site.</i> • <i>Developed and produced 15 Mental Health Monday video podcasts with coalition members (800 views)</i> • <i>Facilitated the development of and promoted a youth mental health toolkit in English and Spanish. These were created by youth for youth and are available on our website.</i> • <i>Developed a resource guide in English and Spanish in collaboration with CONNECT Summit County.</i>	• Key informant interviewees helped us understand different perceptions of youth substance use and mental health in the white and Latinx communities. We will be conducting additional assessment with professionals and community members to delve further into these perceptions and identify messaging that is likely to be effective in deterring parents from providing alcohol to their youth. • Collaboration takes ongoing intention. People and organizations can be territorial and open communication is key to continuing to build our skills of supporting others and creating inclusive and brave spaces for all stakeholders to gather and all organizations to bring their unique offerings and gifts to the table. We rely upon the work of Brene' Brown and her Dare to Lead principles of open and collaborative conversations. • Contracted with a Latina native Spanish speaker to run our social media communications plan. We are seeing 10x increase in engagement from our Latinx community due to her network of trusted relationships and cultural competence.

	Implemented a community wide PSA campaign addressing “risks of substance misuse” in English and Spanish, targeting parents and the social norms in our community (party culture).	
Goal #3: Offer professional development and training to all youth serving organizations.	2 coalition members attended the annual Bryce Summit for prevention in June online - Developed and facilitated the One Trusted Adult series with Leisa Mukai from the Peace House 200 views - Hosted a 2-part series on the Social Development Strategy with Heidi Dutson from DSAMH (Utah Division of Substance Abuse and Mental Health). 300 attendees/views. - Hosted a webinar with Building Hope to train program directors in how to curate a mental health event.	We have completely shifted to zoom this year to deliver our programs and trainings due to COVID. There is definitely something lost when we cannot gather in person, however we have seen greater engagement from the East Side, rural community as they don’t have to travel to attend.
Goal #4: Deliver prevention programs to parents and community members	- Offered Guiding Good Choices parenting program virtually with record attendance from our rural communities. Average # of 15 attendees per class. - Offered Guiding Good Choices in Spanish virtually in partnership with Holy Cross Ministries. 20 participants per session. - Co-created, produced and delivered a “One Trusted Adult” webinar series with Peace House. - Partnered with White Pine Touring to offer Tribe Outside for youth ages 11-17. 40 youth participated over the winter with the majority attending more than one session. - Offered Prime for Life substance misuse prevention program with the Health Department. 5 participants - Partnered with GROW food truck to offer free plant-based meals to all North and South Summit educators and staff, as well as	- Using Zoom for parenting classes was a challenge for our Latinx participants, who needed a lot of instruction on how to use the platform. - The food truck program was funded with CARES funds.

	<i>the Summit County Sherriff and the Park City Police Departments to foster community connectedness.</i>	
<i>Goal 5: Demonstrate a commitment to DEI in our strategy, tactics and executive structure</i>	• <i>All newsletters, social media and blog posts are translated into Spanish. In October 2021, we hired a native Spanish-speaking social media contractor who will assure cultural and linguistic appropriateness of messaging.</i> • <i>Representation and perspective matters. 4 out of 6 of our executive team members are BIPOC.</i> • <i>We purchased Otter.ai live transcription software and integrated it into our Zoom platform so closed captioning is available on demand for meeting/webinar participants.</i> • <i>Our Executive Director and communication participated in a year-long social equity cohort in partnership with PCCF and the City.</i> • <i>The social determinants of health are the foundation of our strategic and assessment plan.</i>	1. We continue to evolve towards content in Spanish and centering BIPOC and LGBTQ folks in every level of our work from our executive team, to our coalition and throughout the community.

COUNTY MANAGER



THOMAS C. FISHER

August 31, 2021

Re: Letter of Support - Communities That Care - Drug Free Communities Federal Grant

To Whom it May Concern,

In 2016, our Summit County Community discovered together how deeply invested we are in the wellbeing of our youth. It was the drug-related deaths of two 13-year old Park City students within two days of one another that spurred the community to reconcile the intersection of individual behaviors with community conditions and policies that facilitate youth substance use.

Through the shared commitments of Summit County, Park City Municipal, our 3 school districts and Park City Community Foundation we brought the Communities That Care (“CTC”) evidenced-based model to Summit County. Our CTC coalition has established and expanded capacity for prevention work. CTC Summit County builds across existing programs to harness investments already made, coordinate across them, and advance us toward our strategic goals addressing youth.

January 2021, CTC Summit County was awarded the highly competitive Drug Free Communities grant for \$125,000 annually for up to 10 years. This federal grant brings new funding to continue strengthening our community’s capacity for prevention of youth substance use and suicide. This federal grant requires a 100% non-Federal match.

The Summit County Council, elected offices and staff recognize *Investment is key* to advancing our community’s prevention work under the Mental Wellness Alliance Strategic Plan. We are committing a match of \$60,000 to CTC Summit County for 2022, with an ongoing annual consideration of further match commitments. Summit County is doing this in consideration of this tremendous opportunity to leverage this program for the benefit of our youth and because of the shared commitment all our community partners that are committing to this program.

Sincerely,

Thomas C. Fisher
County Manager



10 August 2021

To Whom it May Concern:

The Park City Chamber of Commerce | Convention & Visitors Bureau is pleased to provide a letter of support for Communities That Care (CTC). As you are reviewing funding requests from various community organizations, we hope you will give CTC serious consideration.

Our local youth are vulnerable. Communities That Care is a coalition focused on youth wellness and prevention of substance use and suicide. There is not another organization in Park City that convenes for this specific purpose. CTC also enables entities to come together and create support networks around this sensitive topic.

The Park City Chamber/Bureau is committed to the overall health and quality of life of our entire community and that always begins with our youth. We are grateful for all that CTC has done in Park City and we hope they will continue to do so with your support.

We appreciate your consideration.

A handwritten signature in black ink, appearing to read "JWesselhoff".

Jennifer Wesselhoff

President/CEO
Park City Chamber of Commerce | Convention & Visitors Bureau

Dear Park City Council,

Communities That Care Summit County was brought forth into our community in collaboration and partnership with Park City Community Foundation, Park City Municipal, Summit County and all 3 local school districts. CTC Summit County meets an essential need in our community; they coordinate prevention efforts across the community in order to create long term, community wide reductions in youth substance use and suicide.

Communities That Care meets an essential need in regards to implementation of the Mental Wellness Alliance Strategic Plan. As the coordinator for the Alliance, and the VP of Equity and Impact, we ask that you support CTC with providing an ongoing match for the DFC Federal Grant. These federal dollars are essential in achieving our community wide prevention goals and provide a path to sustainable prevention work in Summit County.

We strongly encourage PCMC to continue your support for CTC Summit County by providing an ongoing match of \$60,000, thereby matching the commitment of Summit County in our shared initiative.

Signed,

Linda Graves

[she, her, hers](#)

Mental Wellness Alliance Coordinator

Park City Community Foundation

Linda@ParkCityCF.org

Cell: 435.602.9922



To Whom it May Concern,

Mountain Town Music is a local Summit County 501 (c)(3) Non-Profit which exists to produce, foster, and support live music which enhances the quality of life for Summit County residents and visitors. Mountain Town Music has programmed over 3,000 musical performances, many of them free, since our inception in 2002. In addition to providing our community the opportunity to experience live music, we also present music as a cultural art form in local schools, provide performance opportunities for local youth bands on our various stages, and have the only accredited audio engineering internship at the high school level in the state of Utah. We believe that live music is a community connector and a way for all to experience music in a positive and

We have been repositioning as a wellness organization and are committed to making an impact on youth through music, education, and wellness opportunities. MTM isn't just concerts that mom and dad go to; we've set a clear intention to grow our relationship and brand in the eyes of the kids we work with.

We fully support CTC's prevention efforts aimed at youth substance use and suicide. Their investments in mental health support our mission of empowering Park City's youth and families to improve upon their well-being through live music and meaningful community connectedness.

We recently partnered with CTC to foster a sense of community connectedness for Latinx youth and family's community at the Noches de Verano Summer Concert Series. CTC provided us with an inclusive model that was so successful, we've been integrating it in our events ever since. We love that CTC chose to center and empower youth by hiring Bright Futures Students as ambassadors for Noches de Verano. We loved collaborating with CTC to provide these kids the opportunity to develop new skills, engage in the community, build on their resumes and college applications, and of course, enjoy live music.

Heather, we thank you for all the time and energy you put into Noches, it has reached the original vision because of you and your CTC team. The energy this year was all time!

With that, I offer my letter of support for Communities That Care as a trusted and valued partner that effectively infuses prevention work in the community through collaborative partnerships.

Sincerely,

Brian Richards



Administration

Jerre D. Holmes, Superintendent
Julie Black, Business Administrator

March 8, 2021

Board of Education:

Kevin Orgill
Waylon Bond
Susan F. Richins
Vern C. Williams
Clark Staley

To Whom It May Concern:

I want to express our heartfelt thanks to the Communities that Care (CTC) program in Summit County. North Summit School District is proud to be a partner with CTC as we navigate the waters of mental health and substance abuse. I have worked with Mary Christa Smith for many years in different capacities, and we have continually found ourselves on the same page when it comes to serving people in our communities. She has seen first hand what our district is trying to do for students who are struggling. She has been a member of our I SWEAR team and has watched us work to ensure that every student has access to a caring adult in his or her life at school.

I SWEAR

- **Inspire Students With Empowering Adult Relationships**
- **Invest in Students With Every Available Resource**
- **Identify Students Who Experience Any Roadblocks**
- **Intervene Strategically When Efforts Are Regressing**
- **Inject Students With Energy And Reassurance**

Communities that Care offers the support and resources that we need in our district to actually help individual students with unique problems. The CTC program is focused on their mission. In a school district with many moving parts, we benefit from CTC because of their continuous communication with us, which keeps us on track as it relates to prevention and intervention for students. The CTC also looks for ways to be a support for our teachers and staff. Mary Christa is an advocate for all of our people. We value her and appreciate her efforts on our behalf. We are fortunate to be in this coalition with the Communities that Care organization and we support their efforts as it relates to our students, our staff, and all members of our community.

Sincerely,

Jerre Holmes
Superintendent
North Summit School District



August, 2021

To whom it may concern,

My name is Jen O'Brien and I manage the Park City Education Foundation Bright Futures program. Bright Futures empowers first-generation, low-income students to prepare for, succeed in, and graduate college.

With 5 years of experience and 110 students in the program, we have seen repeatedly that financial constraints aren't the only factors preventing these motivated students from reaching their college graduation goals. Student and family well-being can be deciding factors for who progresses through the higher education system, and who does not.

We value CTC's prevention efforts aimed at youth substance use and suicide. We appreciate the resources CTC provides in this community and feel their investments in mental health also support our mission of empowering Park City's low-income students "to and through" college.

One valuable resource CTC recently shared with us is the "Curating a Mental Health Event" model. We were proud to help them implement the model this summer. CTC hired our Bright Futures students to be ambassadors at Park City's Noches de Verano Concerts. I personally saw how this model can effectively foster inclusivity, community connectedness and destigmatize mental health. We understand that Community Connectedness is a protective barrier for youth prevention in Summit County and are inspired to find ways to implement this model at events of our own.

With this, I offer my letter of support for Communities that Care as a reliable community partner that is deeply invested in the wellbeing and future of our youth.

Sincerely,

Jen O'Brien

Program Manager - Bright Futures

Park City Education Foundation

(c) 339-368-0028

Follow Us! facebook.com/BrightFuturesPC

www.pcef4kids.org/programs/bright-futures



Park City Council
445 Marsac Avenue
Park City, UT 84060

Dear Park City Council Members:

RE: Letter of Support for Communities That Care Summit County

On behalf of the Park City Education Foundation (PCEF), this letter is to offer support for Communities That Care Summit County.

Since 1986, PCEF has funded initiatives that inspire all students to successfully reach their academic and lifelong potential. In order to achieve our mission, we work with a number of organizations and services providers to funnel resources into Park City public schools to support academic success, the whole child tenets, and innovation.

PCEF has firsthand experience working with Communities That Care (CTC) to promote youth wellness. During last school year, both organizations collaborated on several events and initiatives to promote mental wellness for students and families during the pandemic. CTC was also a key supporter of PCEF's Educator Wellness initiative that worked to provide resources and support for educators' physical and mental wellness during a challenging pandemic school year. PCEF and CTC continue to work together on how we can leverage our collective community resources to support our students, teachers, and schools.

CTC convenes local organizations and service providers to coordinate on programs, initiatives to raise awareness and promote youth wellness and prevent substance use and suicide. It is vital to our collective health as a community to ensure our children are healthy and safe. CTC serves as an important resource for positive change in both Park City and Summit County by serving as a convener of youth serving organizations and their collective resources. In particular, their parent and caregiver educational opportunities are an integral part of ensuring children have the tools to prevent substance use and suicide while promoting mental health and well being.

Thank you for your time and consideration. Please do not hesitate to contact me if you have any additional questions about PCEF's work with CTC.

Sincerely,

Kara Cody

Park City Education Foundation

Mailing Address: PO Box 681422, Park City, UT 84068 | Physical Address: 1821 Sidewinder Dr #4, Park City, UT 84060 | (435) 615-0235 | www.pcef4kids.org



2700 KEARNS BOULEVARD
PARK CITY, UT 84060

OFFICE: (435) 645-5600
FAX: (435) 645-5609

March 23, 2021

To Whom it May Concern:

It is always a pleasure to provide a reference and recommendation to community partners that provide such valuable support to our students, our families and our schools.

Communities That Care - Summit County, is instrumental in facilitating parent and community education related to prevention practices. Through intention and purpose, the organization sets a strong foundation for area families to understand, access, and benefit from early prevention and intervention efforts.

Mary Christa Smith, the Executive Director of the local organization, is a thought partner, an advocate and a supporter of public education and the important work of supporting our youth through strong families and community engagement. She is a talented curator of effective programming and an accessible and visible presenter/facilitator throughout our community.

As a school district superintendent, I rely on the support and partnership of the Communities That Care coalition which provides resources to support our school district and students and will certainly lead to collaborative transformation as we address notable challenges from substance abuse to navigating the complexities of growing up in 2021.

CTC also supports our staff with current thinking related to stress reduction, prevention work, and effective practices to support our most important and challenging work.

I am appreciative of the breadth and depth of programming and support provided to our community through the CTC Coalition. Park City School District supports the CTC organization as a strong partner and leader in prevention support and education in our area and on behalf of our most precious resource, our students.

Respectfully,

A handwritten signature in black ink, appearing to read 'Jill M. Gildea', with a stylized flourish at the end.

Dr. Jill M. Gildea
Superintendent of Schools
Park City School District
Park City, Utah

To whom it may concern,

Having a coalition focused led by and focused specifically on youth is essential in their development, as it strengthens connection to their community, helps garner a sense of self-confidence and pride in their skills, and helps educate them and others on the subject of mental wellbeing and suicide prevention. Moreover, when students have the resources necessary to bolster their mental wellbeing, they feel healthier, joyful and are better able to succeed in all aspects of their life. Without a doubt, when teens are exposed to environments that encourage the improvement of their overall confidence and sense of compassion towards themselves and others, they become active and productive members of the communities that they belong to.

These statements became my realities as a direct result of working with Communities That Care during the 2020-2021 school year. Through being a participant in the “Ask Me Anything” Youth Panel, I was given the opportunity to first and foremost share essential information about local youth wellbeing and consequently sharpen my public speaking skills while also making connections with others in different grades and schools. In addition to this, by being a key contributor in the creation of the CTC Youth Mental Health Toolkit, I learned new skills and concepts relating to mental health through the adult leaders and peers that I worked with. Later on during my time working with CTC as an intern, I was able to experience what it was like engaging with the many diverse groups of Park City as a facilitator for Noches de Verano, a cultural event that brought people together to celebrate Latin music. This was an incredible opportunity to witness the immense positive impact that these events have on the Park City population, especially after the hardships that COVID-19 brought about.

These are just a few brief examples describing my experience as a youth representative for Communities That Care, but the hands-on experience and skills that I’ve developed as a member of the CTC youth coalition will forever remain with me and, without a doubt, have been significant to the formation of the young woman I am today.

Arantza Pedraza

CTC youth intern 2021

8/5/21



To whom it may concern:

My name is Cole Johnston, and I am a Recreation Coordinator for Park City Recreation. As a Recreation Coordinator I get the opportunity to provide our community and especially our youth with recreational opportunities. I engage with our youth daily through our recreation programs, our recreation facilities, and just while I am out and about running errands around town. Because of my involvement with our youth community, I joined the Communities that Care (CTC) Coalition as a representative of Park City Recreation.

The CTC has brought hard conversations to the surface of our community. It has brought a community of different school districts, non-profits, government entities and concerned parents into one room to have these conversations. Together, we have coordinated events and programs, supported one another, and have achieved many things.

CTC has become one of the first places I turn to for networking. We help to share important events across all our different outlets to help get the word out as well as support each other in those events. It has become a place I have been able to point concerned parents in the right direction when I cannot help through my own means.

The CTC became a place for parents to turn to for help, a place for community connectedness, and a place that just might make a difference for someone who needs it most.

Please feel free to reach out to me if you have any questions,



Cole Johnston
Recreation Coordinator, CPRP
Park City Municipal
435-615-5451
cole.johnston@parkcity.org

To Whom it May Concern,

My name is Leisa Mukai. I am the Director of Prevention and Education at Peace House, a domestic violence agency and nonprofit serving Summit and Wasatch Counties. We engage in primary prevention work through safe body presentations in elementary schools and Healthy Relationship and Bystander Intervention presentations in area high schools. We also provide education to the public on the intersecting issues of child abuse, interpersonal violence, mentoring, and sexual abuse. We support community engagements that bring awareness to these issues through community walks, displays, and movies.

We endeavor at Peace House to create a community climate where everyone feels safe. Communities That Care (CTC) has been a supportive partner in our communication efforts; provides a forum where we can meet with other like-minded organizations to support collaborative engagements. Specifically, CTC supported our efforts to create a mentoring series for adults working with youth. CTC helped us to record, promote, and publish it on their channel. When the Prevention and Education was seeking contacts in the community for collaborations, CTC provided introductory email and contact information. The monthly meetings provide inspiration, validation, and information.

The CTC is a valuable entity enhancing the efforts of all the organizations that strive to provide key services and community enhancement. CTC makes Summit County a better place to live.

Best,

Leisa Mukai

Director of Prevention and Education

Peace House

700 Round Valley Drive #115

Park City, UT 84060

leisa@peacehouse.org





August 27, 2021

To Whom It May Concern:

PO Box 2020
Avon, CO 81620
970.926.9292
www.sosoutreach.org

My name is Abbey Eddy and I am the Individual Giving & Events Manager at SOS Outreach. I previously spent two years as the Utah Senior Program Manager for the organization and have worked closely with Communities That Care (CTC) in both capacities.

SOS Outreach is a youth development non-profit that builds character and leadership in underserved youth through mentoring outdoors. Our programs provide at-risk youth with healthy outlets through skiing/snowboarding, establish strong support systems through mentor and peer connections, and develop ethical decision making through community service projects. SOS encourages positive development and prevents harmful behaviors such as dropping out, mental health problems, substance abuse, delinquency by enhancing resilience through fostering self-efficacy and building social and emotional learning (SEL) skills. The nine-year program is built around our six core values and four crucial SEL skills: Relating Well to Others, Understanding and Managing Feelings, Responsible Decision Making, and Social Responsibility.

Our involvement in the CTC has been extremely beneficial to ensure this work is a community collaboration. We are able to learn from other organizations' successes and challenges within the specific Greater Park City environment. It has helped to provide context and understanding of different experiences of our youth to better tailor our curriculum and content to meet their needs. I highly value the ability to share resources with other organizations and the facilitation to ensure we are working to address the same priority risk factors in our community. This enables our work to be stronger together. Likewise, the awareness of other organizations and projects in town is extremely beneficial to be able to refer youth to different resources that best fit their needs.

The CTC is built on collaboration and always keeps that at the forefront of their work. SOS Outreach is grateful to be engaged in this coalition and inspired by the work done to keep our community safe and informed.

Sincerely,

A handwritten signature in black ink that reads "Abbey Eddy".

Abbey Eddy
Individual Giving & Events Manager
aedly@sosoutreach.org

South Summit School District
Pursuing Excellence

March 2, 2021

To Whom It May Concern:

I am writing this letter to express the importance that Communities That Care Summit County (CTC) plays in our school district's prevention efforts to provide our students with mental health and substance use prevention services. Early in my education career I had the opportunity to serve as the first principal at the Utah State Prison. As part of my responsibilities in this role I reviewed incoming inmate students' education records and also their prison files to determine how we could best serve them. I was quite astonished to find many of the individuals that we served in the school were good students whose grades declined quite rapidly. As I looked at their prison files I often found that they committed crimes that were related to an underlying substance abuse/addiction problems. I often had the opportunity to talk and interact with my student and found that a high percentage of them also had mental health issues and challenges that contributed to their use of illegal substances. This experience had a great impact on me as I had opportunities to work in a variety of administrative role back in a public school setting. I became acutely aware of the importance of early prevention and intervention efforts with students that were just beginning to experience difficulties and challenges in school. I also became aware of the lack of resources we had as a school district and the need to collaborate with partners in our community to address the needs of these children. Unfortunately, those resources were often lacking. As I accepted the position of interim superintendent of the South Summit School District I was immediately made aware of our partnership with Communities That Care Summit County. I have come to rely upon the support of the members of that coalition and specifically the resources that CTC provides directly to the school district that assists us in our prevention and intervention efforts in behalf of our students. I would also be remiss if I did not mention the support that CTC provides to our staff members that help eliminate the stress that they are feeling, especially in these times where the global pandemic has changed the work that they do.

We continue to appreciate the efforts and support of Communities that Care South Summit County and are proud to be one of their coalition members. South Summit School District supports their continued efforts in behalf of our students.

Sincerely,



Dr. Steven K. Hirase
Superintendent of Schools
South Summit School District

285 East 400 South, Kamas, Utah 84036
Phone: 435-783-4301 Fax: 435-783-4501



SUMMIT COUNTY HEALTH DEPARTMENT

Health Promotion and Education

To Whom it May Concern,

My name is Alyssa Mitchell. I work as a health educator for the Summit County Health Department. Our organization addresses risk and protective factors that effect the health and wellbeing of our communities within Summit County. I work specifically to address tobacco and nicotine usage, suicide prevention and safe driving habits. We became involved early on during the community engagement process and it is much enthusiasm that I recommend Communities that Care (CTC) Summit County as an excellent community partner and resource for families.

Prevention work enables a community to create an environment that is health and sustainable for current and future generations. In health promotion, we work to provide community partners with tools and education to make safe educated choices about their health. Our prevention work also provides safe spaces where individuals needing services can get help.

CTC Summit County compliments this goal by promoting our resources in addition to providing support for these activities. I have been able to educate community members about the dangers and risks associated with tobacco and nicotine use in addition to finding support and resources for youth coalitions. We have been able to expand our Question, Persuade, Refer, suicide prevention education in Summit County in addition to training more individuals to provide the training.

In addition to this, we have been able to partner with other organizations to provide events, education and resources to new areas. Some of our new partners include the Summit County Arts Council, Park City Municipal, North, South and Park City School Districts. These new partnerships have provided the community with even more resources, and we look forward to continuing our partnership.

Thank you,

Alyssa Mitchell
Health Educator II
Summit County Health Department

COALVILLE OFFICE
85 North 50 East, PO Box 128
Coalville, UT 84017
435-336-3222
Fax: 435-336-3067

PARK CITY OFFICE
650 Round Valley Drive
Park City, UT 84060
435-333-1500
Fax: 435-333-1580

KAMAS OFFICE
110 North Main
Kamas, UT 84036
435-783-4351 ext. 3071
Fax: 435-783-6021

08/11/2021

To whom it may concern,

My name is Buck Bufton and I am a Detective with the Summit County Sheriff's Office. I help run the Probation and Drug Court Division for the Sheriff's Office. I am also a member of the Summit County SWAT Team and I'm a Federally Certified Active Shooter Instructor.

Prevention work is very important to me within the Summit County community, because as a Law Enforcement Officer in the County, we see a large problem with teenagers using drugs and drinking alcohol. We also see families with substance abuse problems that run from the parents down to the children and we are dealing with both parents and their children through the Sheriff's Office.

As a Probation Officer, I'm trying to change the outlook on Law Enforcement with the people that are committing crimes by trying to help people get treatment and be accountable for their actions. I also do my job with the mindset that I need to utilize sympathy, patience and understanding with these individuals, and that will help them look at Law Enforcement in a positive light.

I feel that if these individuals get the right treatment through probation and have a positive experience, they will be less likely to continue down the same path that leads them into the justice system. It's also important to have organizations like Communities That Care, to help younger individuals find positive outlets for their behaviors and also find activities that will change their mindset when it comes to substance abuse.

I believe that being a part of CTC from the Law Enforcement sector, can help bring the community and Law Enforcement agencies together and give people a better understanding about the difficulties and challenges that Police Officers deal with on a daily basis. This can also give Law Enforcement some additional resources to provide to people in the community that they deal with. Resources for troubled families with children that need help.

In closing, I believe that the CTC is a valuable asset to the Summit County community. It's nice to have an organization that is willing to help people and stay up to date with the latest issues surrounding our communities.

Best wishes,

Detective Buck Bufton
Probation/Drug Court Division
Summit County Sheriff's Office

2021-2025

Strategic Plan

Youth Prevention Coalition



www.ctcsummitcounty.org
PO Box 683666 Park City, UT 84068

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Communities that Care
SUMMIT COUNTY

Prevention doesn't just matter. It works.

www.ctcsummitcounty.org

mcsmith@ctcsummitcounty.org

A Letter from our Executive Director

Dear Colleague,

One thing all Summit County, Utah residents can agree upon is how much we value the health and wellbeing of our kids. Our shared commitment to our kids transcends our differences.

Communities That Care (CTC) Summit County is a coalition of community members who are committed to preventing youth substance use and suicide, anxiety and depression.

Representing the Summit County community, our coalition members have developed this 2021-2026 Strategic Plan, which reflects our ambitious goals to end youth substance use and suicide by fostering a culture of health through prevention. At the heart of this plan, you'll find our commitment to serve the youth and families of Summit County by convening a community-wide prevention process that includes the creation and dissemination of valuable resources and the cultivation of community connectedness.

In our commitment to equity, we recognize that youth prevention programs have historically left out many communities that have higher burdens of youth substance use and suicide. We aim to be accessible and effective for all youth and families from all backgrounds. This Strategic Plan reflects an investment in equitable, culturally humble and linguistically specific programming.

We pledge to provide ongoing, current and evidence-based resources to support, empower and equip our entire community as prevention experts. This plan outlines how we will accomplish that over the next five years. We are committed to the success of our coalition member organizations and to the youth of our community. Please join us.

With Heart,
Mary Christa
Executive Director



Our Mission, Vision and Values



Our Vision

A world of connection, vitality and wellbeing where kids and families thrive.

Our Mission

To collaboratively improve the lives of youth and families by fostering a culture of health through prevention.

Our Core Values

Collaboration

The solutions are within the combined efforts of our community.

Equity and Inclusion

Inclusive voices create better outcomes.

Commitment

We don't just talk, we act.

Compassion

We seek to understand and empathize.

We come from and move toward a place of love and care.

Integrity

We practice our values. Our solutions are interrelated.

Our Coalition Members

Sincerest thanks to our Coalition Members. We couldn't do this without you.

Founding Partners

Park City Municipal
Summit County Health Department
The Park City Community Foundation

South Summit School District
North Summit School District
Park City School District

CTC Partners

The Park City Education Foundation
Summit County Mental Wellness Alliance
Summit County Arts Council
Big Brothers Big Sisters
The Solomon Fund
Planned Parenthood
The Peace House
Healthy U Behavioral
Youth Sports Alliance
The People's Health Clinic
Holy Cross Ministries
PC Reads
The Christian Center of Park City
The MARC
Basin Recreation

EATS
SOS Outreach
Hive Family Collective
Children's Justice Center
Mountain Meditation
Wellenmann School of Discovery
The Park City Day School
NAMI
The Winter Sports School
Silver Summit Academy
Mountain Life Church
CONNECT Summit County
Bright Futures
Mountain Town Music
Park City Chamber of Commerce



Prevention doesn't just matter. It works.

www.ctcsummitcounty.org

mcsmith@ctcsummitcounty.org

About CTC Summit County

Who is CTC Summit County?

Communities That Care (CTC) is Summit County's youth substance use and suicide prevention coalition. We are the go-to organization for all things related to youth wellness.

Our Inception Story

*"There is no power for change greater than a community discovering what it cares about."
– Margaret J Wheatly*

In 2016, our community discovered together how deeply invested we are in the wellbeing of our youth in Summit County. The drug-related deaths of two 13-year old Park City students within two days of one another spurred us to reconcile the intersection of individual behavior with conditions and policies that facilitate youth substance use. Through the shared commitments of Summit County and Park City Municipal, Park City Community Foundation and our 3 school districts, we brought in the Communities That Care evidenced-based model. Since conception, our CTC coalition has been establishing and expanding capacity for prevention work in Summit County.

What is the CTC Model?

Communities That Care is a tested and effective model for youth prevention coalitions. Endorsed by the State of Utah, it is proven to reduce youth substance use and suicide. CTC guides communities through a process of organization and mobilization.

CTC Summit County also follows the [Strategic Prevention Framework](#) (SPF), which guides states and communities through a five-step process to increase the effectiveness of prevention efforts.

Our Unique Position



What Sets Us Apart in Summit County?

CTC is the only organization with the primary role of coordinating the Summit County community specifically regarding youth substance use, mental wellness and suicide.

CTC Summit County practices a multi-sector approach that brings in all stakeholders; schools, faith-based organizations, businesses, parents, youth, law enforcement and others. This approach reiterates that it takes a community to solve a community's problems.

We serve as a convener in the community to break down silos, foster cohesive collaboration and generate collective impact in prevention work. We work with local leaders, experts and community members across Summit County to better understand the conditions of mental wellness and underage substance use in each township of our community. Perhaps most importantly, we center the youth perspective in all community conversations.

CTC's community-wide prevention efforts build coordination and provide community organizations with an avenue to be accountable to each other and to ourselves.

One challenge that comes with being a coalition is that we must often compete for the same funding sources as our own coalition members. To eliminate potential competition it is vital that local government entities and other funders provide stable financial support to strengthen our ability to convene, facilitate and drive community prevention work at large.



Understanding Youth Prevention

"An ounce of prevention is worth a pound of cure."

~ Benjamin Franklin

Why is Prevention so Important?

Local conditions position youth to be at risk for depression, anxiety, underage substance use and suicide. Strategic prevention work identifies and addresses local risk factors specific to Summit County and invests heavily in protective barriers that are proven to build a sense of belonging and community connectedness.

When a Flower Doesn't Bloom, We Fix the Environment, Not the Flower

When a flower doesn't bloom, the health of the soil and the overall ecosystem around it are considered first. In the same way, when a child struggles, we look closely at the local conditions, risk factors and protective barriers specific to our community. Then, we pull together our collective resources. Like the aspen forest that surrounds us, our shared root system makes us stronger.

Our Approach to Prevention

Our coalition educates, empowers and equips parents, trusted adults, youth and youth-serving organizations with current, evidence-based resources that further prevention at the community, family and individual levels.



Our Organizational Structure

We Operate as a 501(c)3 as a Fiscal Sponsorship of the Park City Community Foundation

As a nonprofit coalition, it is critical that we work in close collaboration with local government, school districts, behavioral health providers, other professionals, other nonprofits and youth. Our position as a fiscally sponsored project of PC Community Foundation affords a maximum amount of flexibility and nimbleness in our support of the local community.

Following the CDC Drug Free Communities model, our coalition represents a range of professionals and community members who are invested in preventing youth substance use. We include representatives from all of these sectors in our work:

- Youth
- Parents
- Schools
- Healthcare
- Media
- Law Enforcement
- Nonprofit Organizations
- Civic or Volunteer Groups
- Local, For-Profit Businesses
- Youth-Serving Organizations
- Religious or Fraternal Organizations
- State, Local and Tribal Government Agencies
- Others Committed to Reducing Substance Use



Drug Free Communities Grant

"One of the marvelous things about community is that it enables us to help people in a way we couldn't as individuals." – Jean Vanier

Expanding Our Prevention Capacity

In 2020, we were successfully awarded the highly competitive Drug Free Communities grant by the Center for Disease Control and Prevention (CDC). This grant requires a 100% non-federal match during the first five-year period funding. In 2025, we will be eligible to reapply for an additional five years of funding, which requires increasing local match funds annually. The commitment of Summit County and Park City to secure this match is essential to bringing a total of \$1.25 million in funds to our community in 10 years and achieve our prevention goals.



Highlights 2020-2021: Tackling Our Toughest Problems Amid COVID-19

The COVID-19 pandemic has brought further urgency to the need to address youth mental health and substance use. Children have experienced [major disruptions](#) as a result of public health safety measures, including school closures, social isolation, financial hardships, and gaps in health care access. Parents across the U.S. have reported poor mental health outcomes in their children: In May 2020, shortly after the pandemic began, [29%](#) said their child's mental or emotional health was already harmed; more recent research from October 2020 showed that [31%](#) of parents said their child's mental or emotional health was worse than before the pandemic. Between April and October 2020, emergency room visits rose 24 percent for kids ages 5 to 11 - and 31 percent for ages 12 to 17, a trend experts attribute to [pandemic stressors adding to the already mounting crisis of anxiety-related disorders in young people](#).

The health and resilience of our community is a direct result of the strength of our connections and the investment of our coalition and community members. For this reason, CTC is committed to holding monthly virtual coalition meetings as needed in order to sustain an ongoing space for networking, partnership and collaboration.

CTC PSA Campaigns

Educate, Empower, Equip: Planting Seeds for Community Change

CTC's PSA campaigns are, and will continue to be designed with the strategic support, expertise and influence of CADCA (Community Anti-Drug Coalitions of America). Each PSA campaign will serve to accomplish short and long term goals as a part of our [7 Strategies for Community Change](#).

Short Term

Our aim is to provide useful information that parents can utilize immediately. Our 2021 PSA campaign not only prompts parents to understand and learn more about the risks of underage substance use, it also directs adults to free educational webinars. These webinars provide information on the risks of underage substance use, as well as evidence-based tools for forming strong relationships and healthy boundaries with youth, which are proven to reduce depression, anxiety, suicide and underage substance use.

Long Term

CTC will build upon each PSA campaign, further educating the greater community on local conditions, risk factors and protective barriers specific to Summit County. We'll develop a deepened understanding in the greater community as to how we can identify and address local conditions and risk factors, both individually and collectively.

Policies Change Community Norms

In tandem, our coalition members will continue to **educate, empower and equip** youth, parents and trusted adults of all backgrounds to effectively adopt prevention practices and center youth when engaging in youth-related community conversations. Youth, parents and trusted adults will be better positioned to connect as experts on the subject of youth prevention, and as a result can better inform and support organizational and government policies that carefully examine and integrate youth prevention.

Cultural Humility

All CTC PSA campaigns are shared in Spanish and English, with the support of a culturally diverse representation of community members from within Summit County's Latinx community to ensure our content is truly impactful and far-reaching.



CTC PSA Campaign: 2021

A Message for Parents and Trusted Adults

Age Really Matters

Educate adults on the risks of underage substance use



Empowering Parents

Empower parents to connect and model healthy behavior



Boundaries Matter

Equip parents with tools to establish healthy boundaries



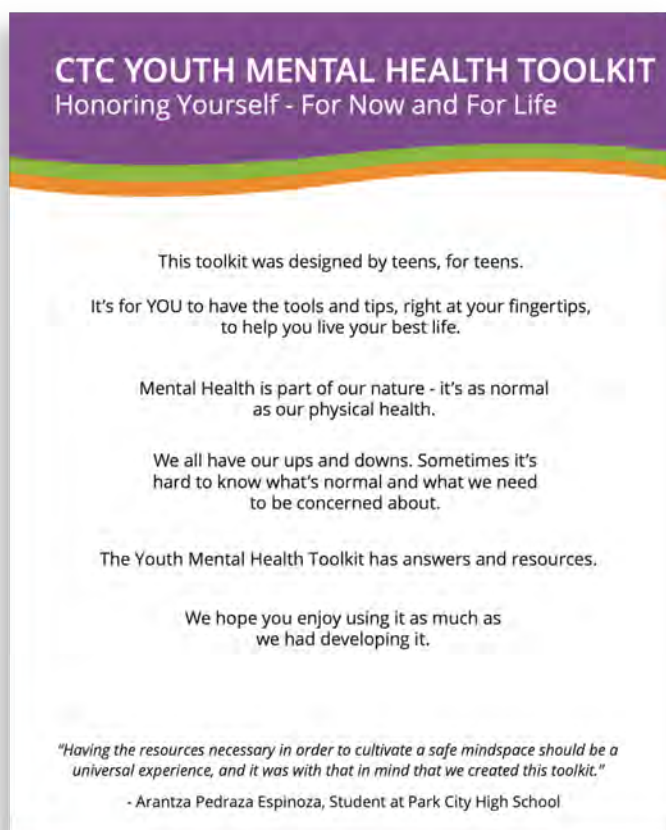
CTC Youth Mental Health Toolkit

Centering Youth is at the Heart of our Work

In May 2021, sponsored by a grant from Park City Rotary Club, the Youth Mental Health Toolkit was designed by teens, for teens, to serve as a helpful resource for youth and families in Summit County.

The toolkit is available in [Spanish](#) and [English](#) on the CTC website and is shared in webinars and student panels, on social media and in our monthly newsletter. Our CTC youth intern, a sophomore in high school (who was an essential contributor to the development of the toolkit) created flyers with a QR code that now live on school bathroom stalls for youth to access privately from their phones.

CTC will convene an annual youth focus group to provide updates to the toolkit so that it remains current, relevant and useful. We'll continue sharing the toolkit through various channels. CTC's focus group serves as a meaningful youth leadership opportunity that teens can take pride in and ownership of, while connecting with others, developing new skills, adding to job resumes and submitting college applications.



CTC YOUTH MENTAL HEALTH TOOLKIT
Honoring Yourself - For Now and For Life

This toolkit was designed by teens, for teens.

It's for YOU to have the tools and tips, right at your fingertips, to help you live your best life.

Mental Health is part of our nature - it's as normal as our physical health.

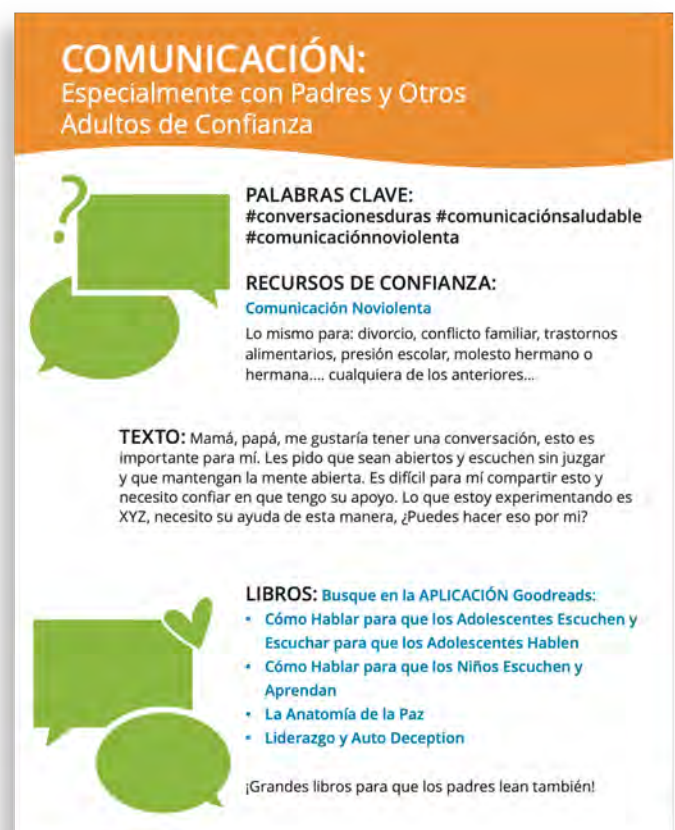
We all have our ups and downs. Sometimes it's hard to know what's normal and what we need to be concerned about.

The Youth Mental Health Toolkit has answers and resources.

We hope you enjoy using it as much as we had developing it.

"Having the resources necessary in order to cultivate a safe mindspace should be a universal experience, and it was with that in mind that we created this toolkit."

- Arantza Pedraza Espinoza, Student at Park City High School



COMUNICACIÓN:
Especialmente con Padres y Otros Adultos de Confianza

PALABRAS CLAVE:
#conversacionesduras #comunicaciónsaludable
#comunicaciónnoviolenta

RECURSOS DE CONFIANZA:
[Comunicación Noviolenta](#)

Lo mismo para: divorcio, conflicto familiar, trastornos alimentarios, presión escolar, molesto hermano o hermana.... cualquiera de los anteriores....

TEXTO: Mamá, papá, me gustaría tener una conversación, esto es importante para mí. Les pido que sean abiertos y escuchen sin juzgar y que mantengan la mente abierta. Es difícil para mí compartir esto y necesito confiar en que tengo su apoyo. Lo que estoy experimentando es XYZ, necesito su ayuda de esta manera, ¿Puedes hacer eso por mí?

LIBROS: Busque en la APLICACIÓN Goodreads:

- [Cómo Hablar para que los Adolescentes Escuchen y Escuchar para que los Adolescentes Hablen](#)
- [Cómo Hablar para que los Niños Escuchen y Aprendan](#)
- [La Anatomía de la Paz](#)
- [Liderazgo y Auto Deception](#)

¡Grandes libros para que los padres lean también!

Mental Health Resource Guide

A "Cheat Sheet" for Local Mental Health Support

In collaboration with with CONNECT Summit County, CTC developed a Mental Health Resource guide in the Spring of 2021 to offer quick and easy access to both preventative and interventional local mental health resources.

The Mental Health Resource Guide lives in [English](#) and [Spanish](#) on our CTC website and in our monthly newsletters. Our coalition members support the sharing of the Mental Health Resource Guide, as do local healthcare providers, law enforcement and all Summit County school superintendents.

We will continue to share the Mental Health Resource Guide far and wide, as an ongoing and valuable resource for youth, parents and families as a whole.

Salud Mental en el Condado de Summit

Lista de Recursos

Porque está bien no estar bien

MI ser querido o yo estamos experimentando una crisis y tenemos un riesgo inminente para nosotros mismos/para otros.

▶ LLAME AL 911 —Si alguien en una crisis de salud mental se está comportando violentamente, tiene un arma, ha ingerido algo potencialmente peligroso, está sangrando o está sufriendo daños a la propiedad. Solicite un oficial capacitado en intervención en crisis para que responda a la emergencia de salud mental. Hágale saber al despachador de la policía que se trata de una emergencia de salud mental.

MI ser querido o yo estamos experimentando una crisis de salud mental, pensamientos de suicidio o autolesiones y necesitamos ayuda. NO existe un riesgo inminente de daño a sí mismo o a otros.

- Llame a Servicios de Crisis del Condado de Summit: 833-995-1295
- Vaya a la Clínica de Crisis del Instituto de Salud Mental Huntsman o llame para programar una cita el mismo día de lunes a viernes, de 8 am a 5 pm. 1820 Sidewinder Dr. Suite 100, Park City. 435.658.9998
- Puede ingresar a cualquier sala de emergencias de un hospital las 24 horas del día, los 7 días de la semana para recibir apoyo e intervención en caso de crisis de salud mental
- Descargue la aplicación SafeUT para enviar mensajes de texto/chatear o hablar con un médico especializado en crisis las 24 horas del día, los 7 días de la semana para obtener asistencia en tiempo real

Soy víctima o sospecho de abuso infantil de un menor y necesito ayuda

Comuníquese con el Centro de Justicia para Niños
<https://www.summitcounty.org/593/Childrens-Justice-Center> OR 435-615-3910/

Busco terapeuta y/o medicación para un problema de salud mental.

- Visite el directorio de recursos de salud mental en línea de CONNECT Summit County y busque un proveedor de salud mental <https://summit.ut.networkofcare.org/mh/>
- Para las personas que no tienen seguro y que son elegibles para Medicaid, visite <https://uhealthplan.utah.edu/>
- Comuníquese con los Servicios de navegación entre pares de CONNECT Summit County para que lo ayuden a encontrar un profesional de salud mental local que satisfaga sus necesidades. 435.776.HELP (4357) o Resources@CONNECTSummitCounty.org

COMMUNITY EVENT CALENDARS:

Communities That Care

Find local events fostering connection, prevention, health & wellbeing:

- Website: <https://ctcs.summitcounty.org/>
- Calendar: <https://ctcs.summitcounty.org/prior-events/>

CONNECT Summit County

Find support with local events and groups:

- Website: <https://connectsummitcounty.org/>
- Calendar: <https://connectsummitcounty.org/calendar-events-2/>

Looking for mental health support and resources in SPANISH?

- Spanish Speaking Crisis Line (385) 495-2188
- CONNECT Summit County Promotor Comunitario (435) 655-1230
Preguntas@CONNECTSummitCounty.org
- Latino Behavioral Health Services (801) 935-4447
- Jewish Family Services (435) 731-8455
- Holy Cross Ministries (801) 261-3440
- Christian Center of Park City (435) 649-2260
- People's Health Clinic (435) 333-1850 (Physical & Mental Health)
- Peace House: (800) 647-9161 (Domestic Violence)

Do you still need help but don't know where to turn?

- CONNECT Summit County's Peer Navigation Services can help you find the support, services and treatment facilities to meet your behavioral health needs.
- Call or text (435) 776-HELP (4357) or email Resources@CONNECTSummitCounty.org

CONNECT

The People's Voice for Mental Health in Summit County



Communities that Care SUMMIT COUNTY

Youth Program Development



Vibe Outside

In November of 2020, CTC developed [Vibe Outside](#), an outdoor youth program inspired by Betsy Bothe and sponsored by White Pine Touring and SOS Outreach.

Vibe Outside's serves as a [Community Connectedness](#) program and a natural protective barrier to depression, anxiety, suicide and underage substance use.

The Vibe Outside Mission

"Our aim is to share the joy for life through inspirational outdoor experiences with youth. We focus on themes of connection and belonging by exposing kids to the awe of nature, meaningful outdoor activity and thoughtful discussions. Local experts facilitate healthy and inspirational outdoor experiences, focusing on mental wellness and engaging in life-affirming activities."

~ Betsy Bothe, Vibe Outside Visionary and Lead Facilitator

"Vibe outside is a fun way to meet new people, learn a new sport, and get some exercise. I like the attitude of the group and everyone is super kind and inclusive. I have learned some new self care activities and I have loved to get out and have fun with people, especially since the pandemic has limited who we can hang out with."

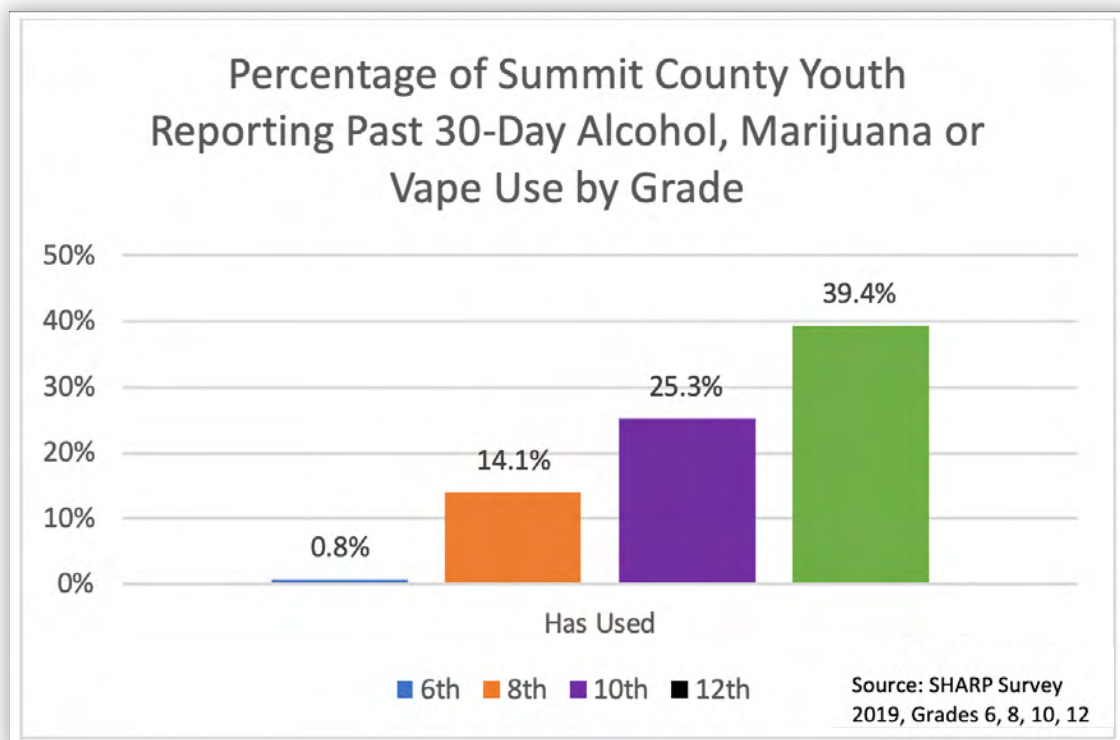
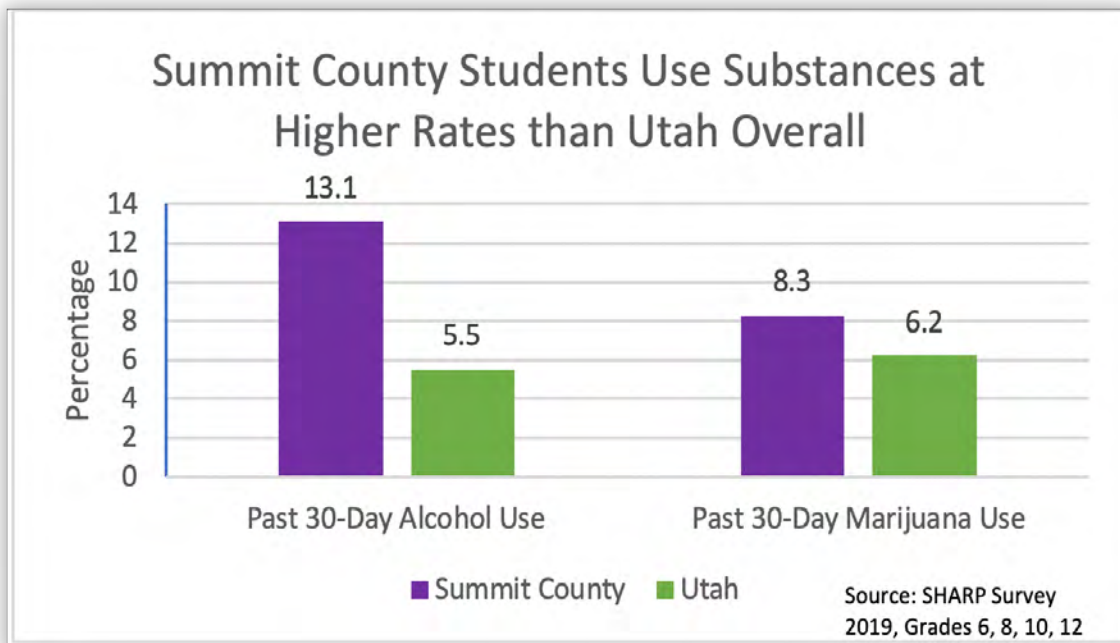
~ Marley Fitlow, Summit County Teen



Youth Mental Wellness, Substance Use and Suicide in Summit County

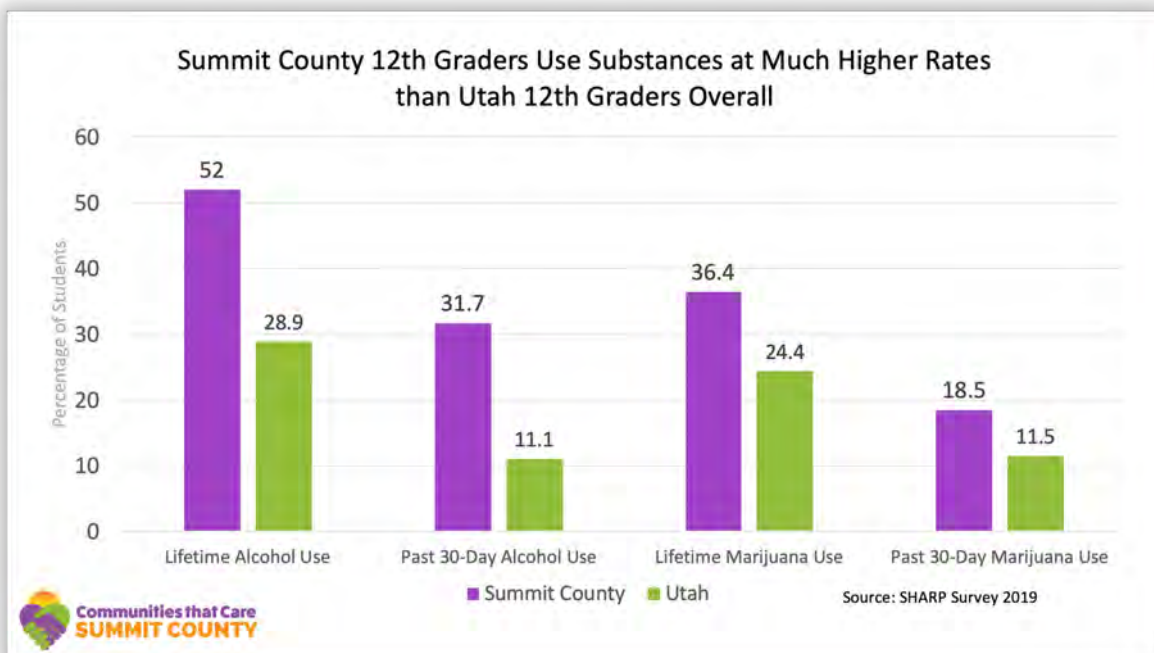
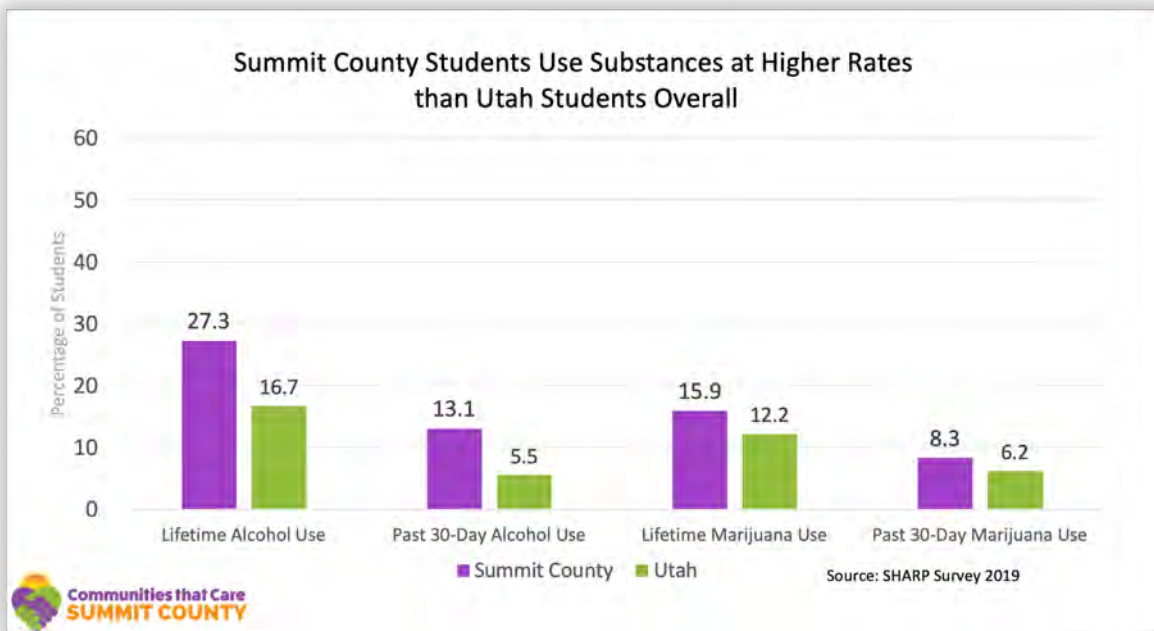
SHARP Survey Data

Preventing youth suicide and substance use and promoting youth mental wellness requires a strong understanding of the community. We supplement local information with data collected from state and local surveys to develop a shared understanding of the problems we seek to address, the resources available, and the opportunities available to us.



Youth Mental Wellness, Substance Use and Suicide in Summit County

SHARP Survey Data



Youth Mental Wellness, Substance Use and Suicide in Summit County

SHARP Survey Data

Rates of youth substance use are especially alarming among 12th graders:

- 52% reported having used alcohol in their lifetimes
- 32% reported having used alcohol within the last 30 days

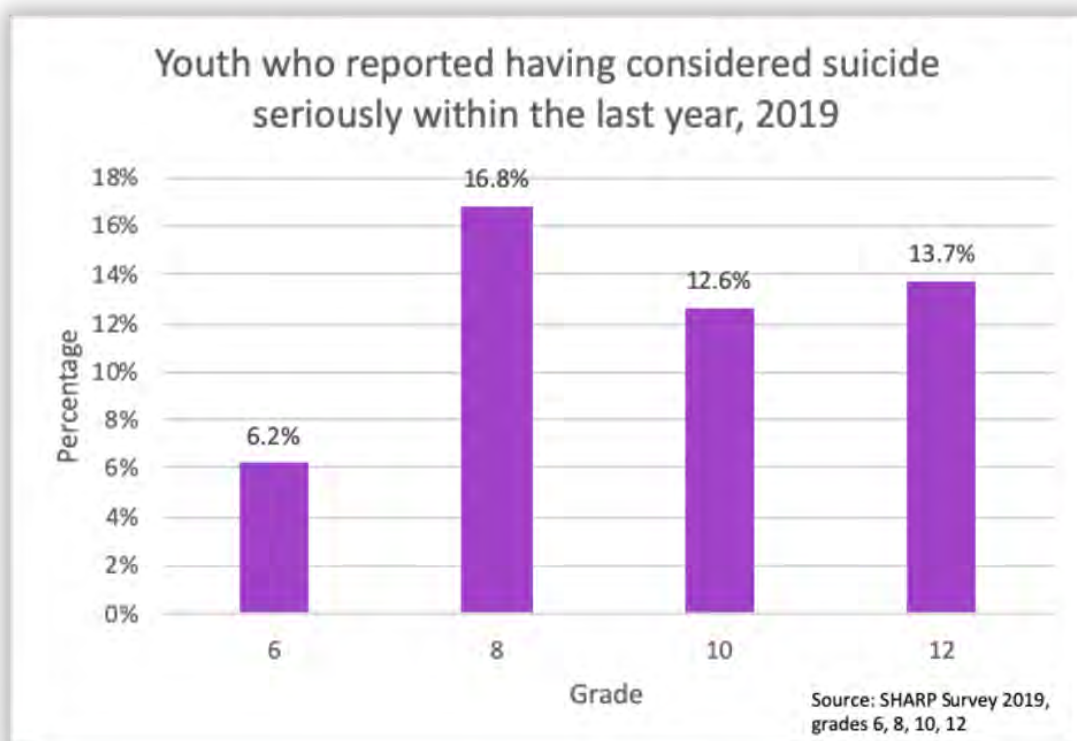
Commonly reported places of alcohol, marijuana and substance use are:

- Homes, friends homes, school bathrooms and parking lots

Summit County community members, CTC partner organizations, and youth have voiced concerns about three factors that they see as contributing to youth substance use:

- Youth do not perceive alcohol, marijuana or vaping as risky activities
- Parents tolerate and support teens' use of alcohol, marijuana and vapes
- Depression and anxiety

Moreover, youth mental wellness is a major concern. Too many Summit County youth report having seriously considered suicide.



How We Operate

What We Do	How We Do It
Convene the youth-serving organizations of Summit County to collaborate and partner in assessment, planning, implementation of the Seven Strategies for Community Change.	• CTC Coalition meetings - held monthly • Data Task Force - held as needed • Youth coalition - held monthly once coordinator is hired • School district leadership - as needed • Partner with other organizations to host prevention related events, webinars, community conversations, trainings and similar resources to the community • Collaborate with school district staff and leadership to drive participation in the SHARP survey and other data collection initiatives
Educate on best practices, based in prevention science: families, youth and trusted adults, coalition member organizations and staff, teachers and school district staff.	• Guiding Good Choices • Prevention related trainings for professionals, youth and other adults as provided by CTC and our coalition partners • CTC Blog • Mental health Monday's video podcast • Webinars and in-person trainings by local and national experts
Build capacity for prevention work in Summit County.	• Successful award of the Drug Free Communities Grant for up to 10 years in federal funding for prevention. • CTC staff and coalition members trained by the National Coalition Academy, CADCA, the Utah Prevention Coalition, University of Washington (Communities that Care model) • Building and sustaining relationships across all 12 sectors of our community (youth, parents, schools, youth serving organizations, law enforcement, faith-based organizations, volunteer organizations, local government, substance abuse organizations, health care professionals, businesses and media) • Build sustainability in professional development, support and funding
Center youth in prevention	• Managing and supporting our youth coalition program and members. • Hosting events that center youth such as our annual "Teen Talk" panel • Ongoing Youth internship and leadership opportunities • Engaging youth in data collection, analysis, interpretation, and planning

Five Year Goals, Strategies & Objectives

CTC's 5 Year Workplan

Its goals, objectives and strategies guide the development of annual activities under our Drug Free Communities grant. Each annual plan includes priorities, actions, metrics and resource needs. An annual budget will allocate resources towards implementation.



Goal 1. Increase Community Collaboration

Objective 1.1 By September 29, 2026, expand community voices in youth prevention work by increasing the number of actively engaged coalition members from 50 to 75.

Strategies

- Continued outreach and engagement of our 12 sector representatives
- Continued implementation of Leadership Class 27's DEI starter guide to drive diversity, equity and inclusion (DEI) action
- Shared framework for collaboration and partnership
- Provided more opportunities for those who do not consider themselves to be working in prevention to become involved with our work
- Diversified points of entry to involvement with CTC

Objective 1.2 By September 29, 2026, expand youth leadership of youth prevention work by increasing the number of youth actively participating in CTC efforts from 4 to 20.

Strategies

- Developed youth prevention coalition for Summit County
- Engaged of youth in data collection
- Met monthly with youth leaders in all 3 school districts
- Coordinated and facilitated suicide prevention training with club advisors for all youth members
- Held an annual youth summit for high school students to inspire and educate them as youth leaders in prevention
- Developed and implement a youth driven PSA campaign
- Hired a youth coalition coordinator
- Conducted environmental scans with youth leaders

Five Year Goals, Strategies & Objectives

CTC's 5 Year Workplan



Goal 2. Prevent Youth Substance Use

Objective 2.1 By September 29, 2026, reduce the percentage of Summit County youth reporting past 30-day use of any alcohol, marijuana or e-cigarettes/vaping from 25.9% to 20% (grades 8, 10, 12 combined).

Strategies

- Provide information—Educational presentations, workshops or seminars and data or media presentations (e.g., public service announcements, brochures, billboard campaigns, community meetings, town halls, forums, Web-based communication)
- Enhance skills—Workshops, seminars or activities designed to increase the skills of participants, members and staff (e.g., training, technical assistance, distance learning, strategic planning retreats, parenting classes, model programs in schools)
- Provide support—Creating opportunities to support people to participate in activities that reduce risk or enhance protection (e.g., providing alternative activities, mentoring, referrals for services, support groups, youth clubs, parenting groups, Alcoholics or Narcotics Anonymous)
- Enhance access/reduce barriers—Improving systems and processes to increase the ease, ability and opportunity to utilize systems and services (e.g., access to treatment, childcare, transportation, housing, education, special needs, cultural and language sensitivity)
- Change consequences (incentives/disincentives)—Increasing or decreasing the probability of a specific behavior that reduces risk or enhances protection by altering the consequences for performing that behavior (e.g., increasing public recognition for deserved behavior, individual and business rewards, taxes, citations, fines, revocations/loss of privileges)
- Change physical design—Changing the physical design or structure of the environment to reduce risk or enhance protection (e.g., parks, landscapes, signage, lighting, outlet density)
- Modify/change policies—Formal change in written procedures, by-laws, proclamations, rules or laws with written documentation and/or voting procedures(e.g., workplace initiatives, law enforcement procedures and practices, public policy actions, systems change within government, communities and organizations)

Five Year Goals, Strategies & Objectives

CTC's 5 Year Workplan



Goal 3. Zero Youth Suicides – the only acceptable goal

Objective 3.1 By September 29, 2026, reduce the percentage of youth reporting having seriously considered suicide within the last year from 12.2% to 6.2%.

Strategies

- Continue to seek resources to bring into Summit County to bolster suicide prevention efforts
- Identify meaningful data sources to track and assess project
- Coordinate suicide prevention strategic planning in all 3 Summit County school districts
- Support youth organizations and clubs that provide peer support to youth such as Peer Leaders and HOPE Squads
- Provide mental health resources to youth such as access to the SAFE UT app, youth mental health toolkit and community resource guide
- Train youth leaders in QPR suicide prevention
- Support youth participation in prosocial activities

Understanding Our Community Needs

As a community, we know ourselves better than anyone else. An ongoing assessment of our community needs and the changing context of those needs are an essential part of our work.

CTC Data Task Force

The CTC Data Task Force was formed to represent Summit County organizations that are invested in youth prevention and wellbeing. Our members contribute data, analyze and interpret data, and draw conclusions about how we can continually refine and adjust our program as needs emerge. They lend their perspectives as subject matter experts working with youth in different capacities and help identify gaps in data by raising questions that must be answered for us to intervene effectively.

SHARP Survey Data

The Student Health Risk Prevention (SHARP) Statewide Survey is administered to students in grades 6, 8, 10, and 12 in 39 school district and 17 charter schools across Utah. All three Summit County school districts participate in SHARP, which is conducted in odd-numbered years. This survey addresses youth substance use, mental health and suicide, and community strengths, needs and contributing factors. Each year the survey is conducted, CTC meets with Summit County school districts to coordinate across districts on addressing priorities.

Identifying Local Conditions, Together

CTC Summit County also informs our work through regular conversations with community leaders, partners, parents and youth. We seek to understand the policies, processes and environmental factors that contribute to youth alcohol and marijuana use and the actions we can take to help prevent it in our community. This ongoing assessment includes environmental scans, focus groups, community conversations, key informant interviews and observations. Where possible and appropriate, we involve youth in collecting and interpreting the data and generating recommendations for CTC's work. We encourage communities that are historically underserved, including LGBTQ+, Latinx, and people with disabilities, to participate in our data collection, contribution and planning processes.

Katz Amsterdam

The mountain resort community data from Katz Amsterdam Foundation helps us put our local data into context. A family foundation with a unique focus on mental and behavioral health challenges in mountain resort communities, Katz Amsterdam collects data from grantees across the US on mental health and substance abuse needs and service availability, contributing to a cross-community analysis of risk and protective factors that mountain resort communities share.

Strategic Work Plan 2021-2022

Abbreviations:

Data Task Force (DTF), Marketing Task Force (MTF)



Goal 1: Increase Community Collaboration

Objective 1.1 By September 29, 2026, expand community voices in youth prevention work by increasing the number of actively engaged coalition members from 50 to 75.

Objective 1.2 By September 29, 2026, expand youth leadership of youth prevention work by increasing the number of youth actively participating in CTC efforts from 4 to 20.



Goal 2: Prevent Youth Substance Use

Objective 2.1 By September 29, 2026, reduce the percentage of Summit County youth reporting past 30-day use of any alcohol, marijuana or e-cigarettes/vaping from 25.9% to 20% (SHARP Survey, grades 8, 10, 12 combined).



Goal 3: Zero Youth Suicides

Objective 2.1 By September 29, 2026, reduce the percentage of Summit County youth reporting past 30-day use of any alcohol, marijuana or e-cigarettes/vaping from 25.9% to 20% (SHARP Survey, grades 8, 10, 12 combined).

Work Plan September 30, 2021-September 29, 2022

Strategy 1. Providing information (educational presentations, workshops, other data, brochures, community meetings, or social media)

Activity	Who is Responsible?	By When?		
Promote the work of CTC to community organizations such as the PC Chamber, Restaurant Association, Main St. Businesses, etc.	CTC Coalition	June 2022	✓	✓
Utilize the community calendar on our CTC website to promote our coalition member events.	CTC Team	September 2022	✓	✓
Provide information and resources at school district parent conferences and prevention nights.	CTC Coalition	May 2022	✓	✓
Create a 3-month public service campaign targeting youth regarding the risks of youth substance use.	CTC Coalition, Youth Coalition	September 2022	✓	
Provide information and resources at school district parent conferences and prevention nights.	CTC Coalition	May 2022	✓	✓
Ongoing and consistent development and sharing of monthly newsletters, blogs, daily social media posts in both English and Spanish.	CTC Team	September 2022	✓	✓
Share and promote English and Spanish language resource guides.	CTC Coalition, MTF	August 2022	✓	✓
Ongoing development of Mental Health Monday video podcast to highlight the work of coalition partners.	MTF	August 2022	✓	✓
Promote data and evaluation messages via social media.	CTC Team, CTC Coalition	September 2022	✓	✓

Strategy 2. Building skills (workshops or other activities designed to increase the skills of participants, members and staff needed to achieve population-level outcomes)

Activity	Who is Responsible?	By When?		
Train coalition members in best practices for collaboration and communication.	CTC Team	May 2022	✓	✓
Hold a strategic planning retreat for CTC Executive Team and coalition.	CTC Team, Executive Team	September 2022	✓	✓
Provide training to coalition members on using the SHARP data tool.	CTC Team, CTC Chair	March 2022	✓	✓
Train all coalition members in the effects of substances on the brain.	CTC Team, and selected coalition expert	May 2022	✓	
Create and distribute 2 webinars for coalition members with information and strategies specifically designed for education on prevention science.	CTC Team, MTF	August 2022	✓	✓
Train all coalition members on the Social Determinants of Health framework.	Utah Department of Health	September 2022	✓	✓
Assist Park City, North Summit, and South Summit School Districts with reviewing their SHARP survey data specifically with local and national experts.	Summit County Prevention Director, CTC Team	January 2022	✓	✓
Identify local conditions of youth substance use and build logic models for strategic planning.	CTC Team, DTF	April 2022	✓	
Plan and implement focus groups addressing adults and youth in Park City, North Summit and South Summit School districts to assess underlying community conditions and avenues for policy and environmental change.	CTC Team, CTC Coalition, DTF	April 2022	✓	✓
Research and gather community data, both qualitative and quantitative, related to our targeted substances and risk/protective factors.	CTC Team, DTF	May 2022	✓	
Deliver skill building opportunities for parents to learn prevention strategies during Middle and High School 101 events.	Park City Education Foundation and School District Leadership	September 2022	✓	✓
Develop youth skills to use data for community assessment and planning (e.g., understanding and interpreting data, assessing data sources, hot spot analysis).	CTC Team, DTF, Youth Coalition	June 2022	✓	✓

Strategy 3. Providing support (creating opportunities to support people to participate in activities that reduce risk or enhance protection)

Activity	Who is Responsible?	By When?		
Continue to expand relationships with potential partners such as Mountain Town Music, Park City Film Series, etc. to drive diverse youth engagement.	CTC Team	May 2022	✓	✓
Meet quarterly with youth club leaders from all 3 school districts to drive engagement in prevention strategic planning by youth.	CTC Team	June 2022	✓	✓
Develop a youth coalition to meet quarterly.	CTC Team	January 2022	✓	✓
Showcase youth leadership at our “Teen Talk” panel during Mental Health Awareness Month.	CTC Team	June 2022	✓	✓

Strategy 4. Enhancing access/reducing barriers (improving systems and processes to increase the ease, ability, and opportunity to use those systems and services)

Activity	Who is Responsible?	By When?		
Review and adapt coalition policies, trainings and other materials to address access/barriers to engaging in prevention work.	CTC Team, CTC Coalition	September 2022	✓	✓
Increase diverse representation in coalition by 3 members: ethnic diversity, sexual identity, and differing-abilities.	CTC Coalition	August 2021	✓	✓
Increase the number of coalition members from the civic/volunteer sector from 1 to 2.	CTC Chair	January 2022	✓	✓
Assess Latinx community engagement and develop strategic plan objectives to ensure diversity, equity and inclusion in our leadership, coalition and through communication and programming.	CTC Team	June 2022	✓	✓

Strategy 4. Continued...

Activity	Who is Responsible?	By When?		
Offer the evidence-based Guiding Good Choices parenting program in both English and Spanish 4 times annually.	Guiding Good Choices Facilitators	September 2022	✓	
Partner with the local nonprofit CONNECT Summit County to create prevention trainings during Mental Health Awareness Month.	CTC Team	June 2021	✓	✓
Collaborate with Summit County Prevention Director and their team in 2 offerings of the evidence-based prevention programs.	CTC Team, Dir. of Prevention for Summit County, PCSD	August 2022	✓	✓
Ongoing equity assessment – continually assess our DEI implementation across leadership, coalition, programs and communication.	CTC Team, CTC Coalition, Executive Team	September 2022	✓	✓
Engage youth in providing input into Youth Mental Health Toolkit.	CTC Team, Youth Coalition	September 2022	✓	✓
Share and promote resource guide in Spanish.	CTC Team, CTC Coalition, MTF	August 2022	✓	✓

Strategy 5. Changing consequences (incentives/disincentives by altering the consequences for performing that behavior)

Activity	Who is Responsible?	By When?		
Work with law enforcement, school districts, and other partners to identify changes in incentives/disincentives that will reduce youth alcohol and substance use.	CTC Coord.	September 2022	✓	
Offer the evidence-based Guiding Good Choices parenting program in both English and Spanish 4 times annually.	Guiding Good Choices Facilitators	September 2022	✓	✓
Based on focus group and 2021 SHARP survey data and with input from youth, assess youth perception of incentives/disincentives that would help to make pro-social behaviors the easy choice.	CTC Coord., PS, Eval, Executive Team, Youth Coalition	September 2022	✓	✓

Strategy 6. Physical design (changing the physical design or structure of the environment to reduce risk or enhance protection (parks, landscapes, signage, etc.))

Activity	Who is Responsible?	By When?		
Facilitate connections across school districts and other organizations interested in vaping detection equipment.	CTC Team	September 2022	✓	
Work with law enforcement, school districts, and other partners to identify changes in physical design that will reduce youth alcohol and substance use.	CTC Team	September 2022	✓	
Assess aspects of physical design that facilitate youth access to and use of alcohol, marijuana and vapes in various settings via focus group.	CTC Team, Executive Team, Youth Coalition	September 2022	✓	

Strategy 7. Modifying/changing policy (formal changes in written procedures, law, proclamations, rules, etc.)

Activity	Who is Responsible?	By When?		
Work with school districts to implement district policies in which parental permission to participate in SHARP survey is requested at the beginning of the school year and/or at time of registration.	CTC Team	May 2022	✓	✓
Work with Summit County and Park City, school districts and townships to implement annual funding or in-kind commitment for DFC non-federal match.	CTC Team	September 2022	✓	✓
Research the possibility of social host ordinance.	CTC Coalition	September 2022	✓	
Based on focus group and 2021 SHARP survey data and with input from youth, assess possible policy changes at the county, city, and school district levels that could reduce youth antisocial behavior.	CTC Coalition	September 2022	✓	✓



Logic Model

Collaboration

- Our values: Compassion, Integrity, Commitment, Equity, Collaboration
- CTC coalition members and volunteers
- National, state and local partnerships
- Local public and private funding
- State, national, and federal funding
- Community Anti-Drug Coalitions of America (CADCA) technical assistance
- Community data
- Park City Community Foundation fiscal sponsorship
- CTC personnel

Approach

- Communities That Care Model
- Strategic Prevention Framework
- Social Equity and Health Equity Best Practices
- Ongoing, systematic evaluation

Short-Term Outcomes

- Increased attitudes favorable toward youth prevention and mental health services
- Increased community knowledge and skills for prevention
- Increased utilization of community data for prevention decision making
- Increased availability of data for prevention decision making and resource allocation
- Increased prevention programming for underserved communities

Intermediate Outcomes

- Increased attitudes favorable toward youth prevention and mental health services
- Increased community knowledge and skills for prevention
- Increased utilization of community data for prevention decision making
- Increased availability of data for prevention decision making and resource allocation
- Increased prevention programming for underserved communities

Long-Term Outcomes

- Reduce rates of youth substance use
- Zero Youth Suicides





Hearts and hands together for
youth mental wellness.

Communities that Care
SUMMIT COUNTY
@ctcsummitcounty

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Staff Report

Agenda Section:

Subject:

5:45 p.m. - Break

Suggested Action:

Attachments:

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Drop, Load, and Stage (DLS) Program Update

Suggested Action:

Attachments:

[DLS Zone Staff Report](#)



City Council Staff Communication

Subject: Drop Load & Staging Program Update
Author: Jenny Diersen
Department: Economic Development
Date: December 16, 2021

Drop Load and Staging (DLS) zones are a Main Street program that works with ground transportation providers to effectuate the City's goals in public safety, transportation, congestion reduction, and accessibility on Main Street. In its third year, modifications continue to be made based upon stakeholder feedback and staffing costs to effectively manage Main Street traffic and congestion.

On November 11, 2021, Council held a [Work Session on the Drop Load and Staging \(DLS\) Program](#). Council provided direction to:

- Reduce the DLS Zone on the east side of Main Street between 4th and 5th street by 4 spaces and return those to paid parking;
- Create a new DLS Zone north of the Bear Bench on the east side of the street using approximately 4 parking spaces;
- Pilot a new DLS zone in the 400 block of Main Street on the west side of the street between the Cabin and PC Live;
- Continue to monitor circulation patterns and proactively decrease traffic on Hillside Avenue; and
- Return to Council with an update on the operations before the winter season.

New DLS zones were implemented on November 25. Education and enforcement continue daily. [New temporary signs at 4th Street](#) in addition to [signs already posted at the Swede Alley/Main Street intersection](#) encourage traffic to exit in the commercial core, not through residential areas. Staff completed outreach with DLS permit holders, the ground transportation contact list, Lodging Association, and Historic Park City Alliance (HPCA).

Based on data and observations from Parking and Police Departments, we recommend keeping the new DLS program format. No major hiccups or miscues have occurred, nor significant feedback one way or the other about the changes, from Main Street businesses, HPCA, or otherwise. For these reasons, continuing with the new current configuration is recommended at this time.

Staff will continue to monitor the program and traffic patterns. If current trends continue, staff intends to implement permanent infrastructure at all zones (signage, paint, etc.) by the spring (estimated in March before dining deck installation).

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Kim Fjeldsted

Submitting Department: Transit

Item Type: Staff Report

Agenda Section:

Subject:

Winter Service Orange Routing Royal Street

Suggested Action:

Staff Communications Report

Attachments:

[Winter Service Orange Line Staff Report](#)

[Exhibit A: 40 Bronze Route Map](#)



City Council Staff Communications Report

Subject: Winter Transit Service on Royal Street
Author: Kim Fjeldsted, Transit Manager
Scott Burningham, Service Planner
Andy Stevenson, Transit Outreach & Marketing Coordinator
Department: Transit Department
Date: December 16, 2021
Type of Item: Administrative

Summary

On [December 9, 2021](#), in response to resident concern, Park City Transit recommended City Council further amend the recently adjusted Orange route by implementing On-Demand service to the impacted section of Royal Street. Transit service was removed due to route utilization and annual assessment.

After receiving public comment and additional Council discussion, Council directed the Orange route to go up Marsac Avenue and down Royal Street, despite impacts to existing Orange Route riders.

Analysis

Transit analyzed Council's direction along with several other options to understand impacts (time, labor, equipment, customer service, cost, etc.).

The consequences of adjusting the existing Orange route to go down Royal Street are not positive for existing ridership, as follows below:

- The existing Orange route has been in place for over one month and is printed in the formal, 2021/22 Winter Rider's Guide. These guides are already circulated throughout the community.
- The newly implemented Orange is seeing promising ridership as we continue to get closer to pre-COVID numbers.
- To maintain 30-minute frequency and return the Orange to Royal Street, Transit would need to add an additional bus to the route at an estimated cost of \$112,000 for the winter.

As an alternative to reprinting the winter service guides and to best avoid impacting and confusing current ridership, Transit recommends a new route "40 Bronze". See map in Exhibit A.

The following is a summary of the plan. Transit can implement the new routing from December 26, 2021, through April 16, 2022.

Bronze Route

The inbound Bronze will run from the Old Town Transit Center to Snow Park Lodge and up Royal Street to Silver Lake Village. The outbound trip will run from Silver Lake Village, down Royal Street to Snow Park Lodge and back to the Old Town Transit Center every 45 minutes from 6:35 am-9:50 pm, 7 days a week.

Ridership data will be provided to Council in a quarterly summary.

The impact of the route adjustment is as follows:

- Increased expense – Adding the Bronze will cost approximately \$1,000/day for a total of \$112,000 operating December 26, 2021 – April 16, 2022.
- Efficiency – The Bronze will add capacity to Silver Lake in peak times.
- Communications Plan – Because riders are acclimated to the existing Orange schedule, and because the 40 Bronze is not included in the already-published winter Rider's Guide, transit will implement a communication plan coinciding with the launch of this new route. The communication plan will spread awareness and promote ridership of the 40 Bronze by: providing schedules, maps, and service hour information and informing riders of how it connects with the Park City Transit and High Valley Transit network of bus routes.

Funding

The current Transit operations budget cannot absorb the \$112,000 increase. The budget department has added this expense to the mid-year budget adjustment requests.

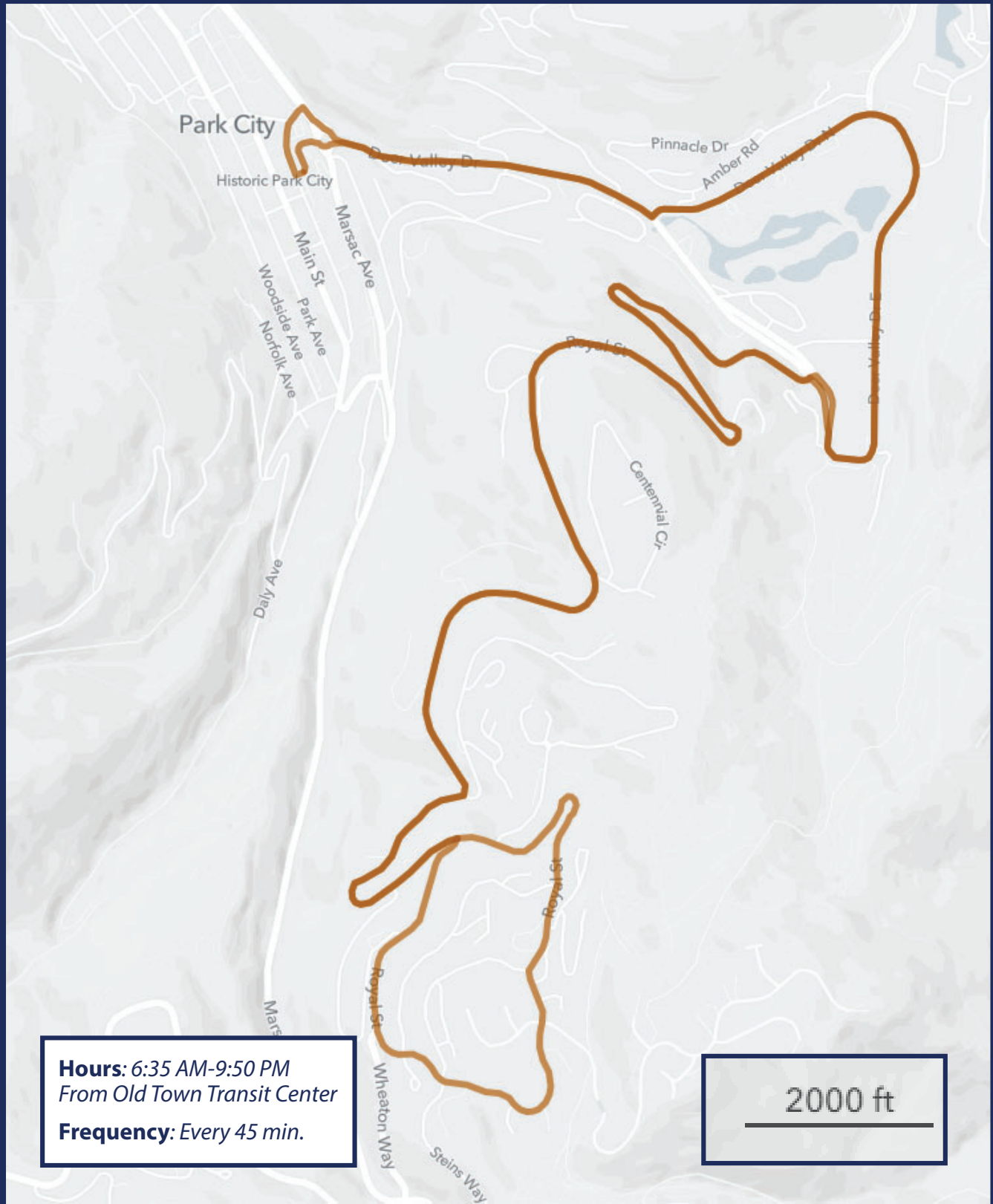
Department Review

This report was reviewed by Transit, Legal and Executive departments.

Exhibits

Exhibit A – 40 Bronze Route Map

40 Bronze Route Overview



Source: Remix route analysis software

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Mindy Finlinson

Submitting Department: Finance & Accounting

Item Type: Staff Report

Agenda Section:

Subject:

Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2020

Suggested Action:

Attachments:

[GFOA Certificate of Achievement for Excellence in Financial Reporting Staff Report](#)

[Exhibit A: Certificate of Achievement for Excellence in Financial Reporting, Fiscal Year 2020](#)



City Council Staff Communications Report

Subject: GFOA Certificate of Achievement for Excellence in Financial Reporting
Author: Mindy Finlinson – Finance Manager
Department: Finance
Date: December 16, 2021
Type of Item: Informational

In November 2021 Park City Municipal was awarded the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting for our 2020 fiscal year end annual comprehensive financial report (ACFR). A Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment. This is the sixteenth consecutive year that Park City has received this prestigious award.

The ACFR has been judged by an impartial panel to meet the highest standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the ACFR.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individuals or department designated by the government as primarily responsible for its having earned the Certificate. An AFRA was awarded to Mindy Finlinson, Finance Manager, Sara Nagel, Treasurer, and Kim Atkinson, Accountant. It should be noted that the Certificate could not be achieved without the help from the entire Finance Department along with help from Budget, Executive, Legal and all other City Departments.

Attachments:

Exhibit A: Certificate of Achievement for Excellence in Financial Reporting presented to Park City Municipal Corporation



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Park City Municipal Corporation
Utah**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Michelle Kellogg

Submitting Department: Executive

Item Type: Minutes

Agenda Section:

Subject:

Consideration to Approve the City Council Meeting Minutes from November 18, 2021

Suggested Action:

Attachments:

[November 18, 2021 Minutes](#)



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

November 18, 2021

The Council of Park City, Summit County, Utah, met in open meeting on November 18, 2021, at 3:45 p.m. in the City Council Chambers.

WORK SESSION

Sundance Transportation Plan Update:

Jenny Diersen, Special Events Manager, Lieutenant Vai Lealaitafea, Troy Dayley, Public Works Director, John Robertson, City Engineer, and Dave Thacker, Building Official, were present for this item. Diersen stated much work had been done to minimize traffic impacts during the Sundance Film Festival since 2017. In 2020, Park Avenue was a one-way street. For 2022, staff was looking at a one-way street going south on Swede Alley and a one-way street going north on Main Street to improve traffic flow. Park Avenue would be a northbound one-way street for the entire 10 days of the festival. One-way meant one lane of traffic going in one direction and the other lane being used for local residents, Public Safety, Public Works and Transit. Sundance staff could also travel both ways on these corridors. Fehr and Peers studied the proposal and issued an analysis which was included for the record. The traffic flow proposal could be implemented for the first five days of the festival or continue the entire 10 days. There were some proposals that staff chose not to consider. One option was to pedestrianize Main Street and prohibit all traffic, but staff was not ready to implement that proposal this year. Outreach was performed and the Historic Park City Alliance (HPCA) and Sundance preferred the five-day plan. Staff was willing to implement the five- or 10-day plan depending on Council direction. If Council favored the 5-day transportation plan, Diersen requested authority to implement the one-way streets if there were circumstances during the last five days of the festival that necessitated activation.

Council Member Gerber asked what personnel and equipment would need to be moved if the one-way streets needed to be re-implemented. Diersen stated personnel would be a challenge since they wouldn't be scheduled for work.

Council Member Worel indicated she received a text from a resident on Empire Avenue asking what would be done to protect the residential roads in her neighborhood. Diersen stated Kane Security would be monitoring traffic and barricades would be installed to prevent festival traffic. Council Member Doilney noted since those measures were put in place, the impact was significant.

1 Council Member Joyce indicated the report was well thought out and he could see staff
2 was prepared. He asked how High Valley Transit would fit into the transportation plan.
3 Diersen stated they would be part of the transit plans and they shouldn't be impacted by
4 the traffic flow plans.

5
6 Mayor Beerman noted Main Street merchants requested using the Homestake Lot and
7 shuttle for employee parking and asked if the lot would be open to the public as well.
8 Diersen stated the lot would be open to the public and staff really pushed employers to
9 have their employees park there and use the shuttle. Mayor Beerman indicated the lot
10 would be used for employees throughout the winter and there would be an on-demand
11 shuttle. Diersen stated there was existing transit service to that area. HPCA requested a
12 scheduled shuttle beginning Thanksgiving. During Sundance, there would be a direct
13 shuttle from Homestake to Main Street, but after Sundance, transit service would return
14 to the existing service.

15
16 Council Member Joyce asked how the new transportation plan would get
17 communicated. Diersen stated her team would work with the Communications
18 Department to push the information. Sundance was a partner and they would also help
19 get information to the festival attendees.

20
21 Council Member Doilney asked if weather events could impact Public Works. Daley
22 stated the traffic plan would help his crew because there would be more snow storage
23 space on one-way streets.

24
25 Mayor Beerman explained the one-way traffic plan would reduce the traffic flow that
26 would normally go into the neighborhoods and make it so the buses ran effectively. He
27 asked if the merchants were concerned they would receive less business if the plan
28 went for 10 days instead of five days. Diersen indicated the businesses thought the
29 second half of the festival was different than the first half and there would be less overall
30 traffic.

31
32 Council Member Gerber asked if there was the ability to use the Arts and Culture
33 District parking lot as overflow parking. Diersen indicated there were plans for plowing
34 some of the Arts and Culture District lots for parking. She noted Richardson Flat would
35 be open with Transit running there the entire 10 days.

36
37 Mayor Beerman didn't think it would hurt to run the transportation plan for the entire 10
38 days. Council Member Gerber asked if the one-way proposals could be planned for the
39 10 days and then staff could cut back if they were not necessary. Diersen indicated
40 Police preferred that scenario so officers could be scheduled, and then if they weren't
41 needed the shifts could be cancelled. Council Member Gerber asked if there were fewer
42 venues and fewer ticket numbers. Diersen replied the activations would end earlier
43 during the festival so the second week would not be as busy. Council Member Gerber

asked if Sundance was backing off on the effort to keep the second week of the festival as busy as the first week. Diersen stated Sundance wanted to keep both weeks busy.

Mayor Beerman opened the meeting for public input.

Tana Toly via Zoom stated HPCA was concerned with one-ways affecting third party delivery services. Council Member Joyce stated the intent was having one-way streets for improved traffic flow. Toly indicated most delivery services picked up on Swede Alley, so they would have to drive all the way around Main Street. Diersen clarified the Drop and Load zones would be unpermitted for drop offs and pickups and there would also be several areas designated as curbside pickup for vehicles to park up to 15 minutes.

John Greenfield echoed Toly's concern and hoped there was a hybrid system for accessing Old Town, such as offering access permits for local businesses for upper Old Town and Deer Valley. He suggested having the one-way streets activated for only the busy times of day. Park Avenue could be a two-way street since security guards would be posted at each end. He also proposed staff directing traffic at Richardson Flat on certain times of day when SR-248 was busy.

Mayor Beerman closed the public input portion of the meeting.

The Council members favored implementing the 10-day transportation plan and authorized staff to make the call to revert from the one-way plan to the usual traffic pattern.

Affordable Housing Update:

Jason Glidden, Affordable Housing Manager, updated Council on the Homestake Lot, and indicated staff put out a request for qualifications (RFQ) and was negotiating with a developer. Site work was being performed in the meantime.

Glidden indicated a Housing Needs Assessment was being performed. The State required this study every five years and it would determine the current demand for affordable housing versus the affordable housing inventory. A comprehensive housing study was also in progress, which would include demographics of population, housing needs-bedrooms, location, storage, etc., and impacts of affordable housing on the community, including health, education, the economy, and more. He noted the request for proposals (RFP) was almost ready to be released and he hoped to have results by spring.

Council Member Worel asked to know the difference between a RFQ and a RFP. She noted in other places, a RFQ was issued first to learn of qualifications and then the RFP was released.

1 Glidden reviewed partnerships were needed to reach the City's affordable housing
2 goals. He indicated land was the City's greatest asset. He stated the Mine Bench
3 property was valuable and Stein Eriksen was interested in using that property for
4 employee housing. Glidden thought it was feasible to construct housing without
5 disturbing the buildings used by Public Works.

6
7 Council Member Joyce thought this parcel was still a low priority since it was a complex
8 property and was isolated from town. It was proposed for seasonal employees and the
9 City was not responsible for seasonal employees. There were other projects that were
10 higher priorities.

11
12 Council Member Gerber was interested in the proposal and stated the partner should be
13 responsible for a feasibility study. She suggested part of the parcel could be sold to the
14 partner or negotiations could take place for profit sharing. She stressed staff should not
15 spend time on this. Mayor Beerman stated partners had resources, staff, and
16 experience with development, so the City should entertain their proposal. This was not
17 something staff should spend time on, but staff could see what they proposed.

18
19 Council Member Worel asked if the soils were contaminated on this parcel. Heinrich
20 Deters stated he could look at the soils report and get back to Council. Council Member
21 Worel stated curb cuts were a challenge for that parcel and asked if staff would have to
22 work with UDOT on that. Glidden stated curb cuts would be required. Council Member
23 Worel indicated she was willing to look at proposals.

24
25 Council Member Doilney agreed this property was a low priority and stated this should
26 be very minimal on staff time commitment and the developer should take the lead. He
27 was willing to have this as seasonal housing. Council Member Joyce stated the City
28 only had five pieces of land and it should be used for people who would live here. This
29 proposal was not for community, but just seasonal workers. Council Member Gerber
30 thought this didn't have to only be for seasonal housing. She agreed the City needed all
31 the affordable housing it could get, but the City wasn't building this project.

32
33 Mayor Beerman defined building community and noted there were needs beyond
34 affordable housing. The City oftentimes stated partners should build workforce housing.
35 This area would never be part of the community, but was a good location for workforce
36 housing. Council Member Doilney agreed.

37
38 Glidden stated staff was ready to submit a plat amendment for Woodside Park Phase II,
39 splitting the lots to give flexibility with projects. He noted there was private developer
40 interest in this site. Council Member Gerber stated partners took a lot of risks away from
41 the City, but it also took away profits or revenue for future housing projects. She asked if
42 the City could work with nonprofits to help keep funds in the Affordable Housing Fund.
43 Council Members Doilney and Worel agreed. Mayor Beerman stated at one time, it was

1 proposed to move the senior center into this development and he encouraged future
2 discussions with the seniors.

3
4 Council Member Joyce cautioned not to rush the project and miss some opportunities
5 for efficiencies. Glidden stated he would be in a meeting with the seniors to have a
6 conversation regarding this project.

7
8 Regarding the former Peace House parcel, Glidden requested a feasibility study to see
9 how this site could best be used. Council agreed to the study. Council Member Joyce
10 asked if there were any restrictions since Transit funds were used to purchase the
11 property. Glidden stated no federal funds were used for this purchase.

12
13 Mayor Beerman opened the meeting for public input.

14
15 Pat Matheson, Mountainlands Executive Director, via Zoom, indicated he was excited
16 for the anticipated housing projects. Mayor Beerman asked if affordable housing
17 projects could have certain numbers of units dedicated to seniors. Matheson stated
18 there were projects dedicated to senior housing. Federal funds could be available if the
19 project was dedicated for the underserved community.

20
21 Diego Zegarra, Community Foundation, via Zoom, stated he was in favor of affordable
22 housing and the potential public/private partnerships to help move the City towards its
23 goal.

24
25 Allison Kuhlow, Community Foundation Director, via Zoom, favored partnerships in
26 creating affordable housing.

27
28 **Discuss Pickleball Court Usage and Future Facilities:**

29 Ken Fisher, Tate Shaw, Cole Johnston, and Dillon Bunt, Recreation Department,
30 presented this item. Fisher displayed a presentation and reviewed the history of the
31 Recreation Department needs assessment as it related to tennis and pickleball. He
32 stated pickleball courts had been part of recreation since 2013. The goal of his
33 department was to enrich the lives of the residents. He reviewed the locations of
34 pickleball courts within the recreation district and stated there were a total of 20
35 pickleball courts. He noted staff efforts to maximize the tennis courts for shared
36 pickleball use. He indicated pickleball revenue was exploding, but tennis revenue was
37 breaking revenue records as well.

38
39 Fisher stated pickleball built community and was a social event. He thought there was a
40 growing demand and the City needed to offer resources as needs changed. He
41 recommended initiating a needs assessment.

1 Council Member Gerber asked if additional facilities would be attached to the MARC if
2 they were recommended. She also asked if additional bubbles could be added to the
3 current facilities. Fisher stated bubbles were not feasible, but adding indoor courts could
4 be considered.

5
6 Council Member Worel thought the City could consider public/private partnerships to
7 construct pickleball courts and noted there was reference to some private funding.
8 Fisher stated it could be considered.

9
10 Council Member Joyce stated pickleball required a lot of parking and noted there was
11 limited parking at the MARC. Otherwise, he favored expansion at the MARC where
12 space could be repurposed as trends changed. He hoped a comprehensive survey
13 could be distributed to see all the recreation needs of the area.

14
15 Council Member Doilney indicated there was an opportunity to build outdoor courts that
16 could be used part of the year and build indoor courts that were also in high demand.
17 He asked if outdoor courts could be built while the needs assessment and survey were
18 being analyzed for long-term recreation plans. Shaw indicated many sports battled for
19 space, so this was an ongoing issue.

20
21 Mayor Beerman opened the meeting for public input.

22
23 Joe Plomin stated this was a tricky issue, but he was optimistic there was a good
24 resolution. He noted indoor wood floor courts were not optimal. He was open to a
25 public/private partnership. He didn't want the club to own it or run it, but they would like
26 a say in how it was run. He was discouraged that pickleball users could only sign up last
27 minute, and hoped they would be allowed to reserve courts within a two week window.
28 He also noted the scheduled times for pickleball were early morning or late evenings,
29 which were not optimal times. He reiterated the sport created community.

30
31 Cal Regan expressed disappointment in the scheduled times for pickleball players. He
32 also stated pickleball and tennis games played side by side without issues at the
33 outdoor courts and he hoped that could be the situation indoors as well. He asked for
34 equal access for reservations.

35
36 Kathy Pederson stated she was the ambassador for pickleball and a pickleball pro and
37 she wanted to advocate for pickleball in the City. Pickleball was a pickup game and
38 Park City only had the game on a reservation only basis.

39
40 Ed Parigian via Zoom stated he served on the Recreation Advisory Board (RAB) and
41 they loved pickleball. But as a tennis player, the game had different etiquette, so he
42 didn't recommend having the two games next to each other.

Susan Kutcher eComment: "As you have been told pickleball is a new sport and more courts are needed as neither the Basin or the MARC can keep up with the increasing demand for court time. Just add my name to those who want the City and the county to build more courts."

Mayor Beerman closed the public input portion of the meeting.

Council Member Gerber thought there needed to be pickleball reservation time during the day. She knew the City needed winter options and she encouraged staff to proceed. Council Member Joyce asserted tennis reservations were full. He knew there was demand for pickleball, but the courts weren't sitting empty. Plomin stated the club was advocating at Basin Rec as well as Park City, and he was grateful for the response.

Shaw clarified there was drop and play on the court during the day, but it was mixed use for many sports. Regan stated pickleball was asking for equal access, not to displace tennis.

Mayor Beerman asked if the scheduled times were for reservations only and not drop and play, to which Johnston affirmed.

Council Member Worel thanked staff for working to find solutions and thanked the Pickleball Club for their efforts to work with staff.

REGULAR MEETING

I) ROLL CALL

Attendee Name	Status
Mayor Andy Beerman Council Member Max Doilney Council Member Becca Gerber Council Member Steve Joyce Council Member Nann Worel Sarah Pearce, Deputy City Manager Margaret Plane, City Attorney Michelle Kellogg, City Recorder	Present
Council Member Tim Henney	Excused

II) COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Council Questions and Comments:

Council Member Joyce talked about the burn piles between Rossie Hill and Treasure Hill and indicated other areas in the county had so many more piles than the City. He hoped more focus would be given on this topic in the spring.

Council Member Gerber attended Recycle Utah Board meeting and they discussed the good collaboration with Stormwater when the storm came a few weeks ago. She reviewed the staff communication reports in the packet for this meeting.

Council Member Worel stated the library was recognized by the State with an Exemplary Library Award.

Mayor Beerman noted the MEI index by the Human Rights Commission gave the City high marks, a score of 70, which was the second highest score in the State. He thought the City made great progress in equity and thanked staff for all their work.

Staff Communications Reports:

1. 2021 People-First Streets Program Report:

2. Budget Monitoring Report - September 2021:

3. Art District Temporary Programming Costs:

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

Mayor Beerman opened the meeting for anyone who wished to comment or submit comments to the Council on items not included on the agenda.

John Greenfield indicated he enjoyed the spirited debate during the affordable housing discussion and he hoped to see more. He also hoped the community could be involved in that discussion. He thought high density rentals was a necessity for the City and they should be a priority.

Ed Parigian, via Zoom, suggested Bonanza Park was perfect for affordable housing and thought that parcel should be included in housing discussions.

Clive Bush eComment: "I would like to record some observations on this agenda item as follows: 1. Extra deterrent is needed to eradicate vehicles entering Chambers and Prospect from Marsac as they circumvent the no left and traffic control at Hillside/Marsac intersection. It might be possible to block these roads off entirely? Residents on those streets could be asked to opine? 2. Limiting traffic entering lower Main or Swede via Heber as suggested puts extra pressure on Hillside that should be

1 avoided. 3. Should you consider a one-way Main/Swede, I suggest including Main St
2 Southbound in these considerations with no entry to Upper Main. 3. The "permitted" exit
3 via Hillside for resident drivers caused a great deal of angst and arguments and almost
4 violence towards the young traffic controllers - the control point partially worked only
5 when traffic was controlled at Grappa with a uniformed police officer with authority.... All
6 traffic in the Commercial core should remain in it - if a resident is foolish enough to
7 make this journey there should be no exceptions. Why is there even a need to exit
8 traffic South from Main/Swede except in an emergency? 4. Unpermitted drop-off at the
9 Brew Pub lot promotes more traffic to enter South Old Town without firm enforceable
10 control and then conflict with traffic control as a quick exit is sought after dropping off.
11 I'm not sure promoting more drop-off is in fact a good idea at all... the consultant hired
12 for their opinion seems to agree? 5. The overall philosophy seems to promote more
13 traffic in Old Town that still raises eyebrows?"

14
15 Clive Bush eComment: "Due to the proximity to Bonanza Park and its uncertain future
16 development objectives, it would be a grave mistake to continue to progress
17 development at Homestake without a properly devised and coordinated plan for both."

18 Greg Gendron, Stein Eriksen Lodge Vice President of Residential Operations
19 eComment: "The Park City business community is in dire need of housing options for
20 employees, both seasonally and year-round. Specific to our organization, Stein Eriksen
21 Lodge needs to find a minimum of 200 beds on an annual basis, just to cover winter
22 seasonal staff. Currently, we rent any and every available room we can find in and
23 around Park City and including Salt Lake City. With a staff north of 700 employees and
24 growing, we are seeking to find a long-term solution. Through our internal research, it is
25 our understanding that the City owns multiple parcels that could be perfect for a public /
26 private partnership to build employee housing which would solve both of our needs and
27 goals. The parcel we are most interested in is the Mine Bench area as its proximity to
28 our organization would eliminate many of the current transportation issues (reduce
29 traffic and emissions) related to getting employees from current housing along the
30 Wasatch Front and Wasatch Back to and from Steins. Having a location so close would
31 have enormous positive community and environmental impacts. Further, we believe that
32 by building employee housing, it would lessen the demand on housing in our residential
33 local neighborhoods freeing up inventory for other segments (teachers, health care
34 workers, etc.) to potentially rent or purchase. As it currently stands, the model seems to
35 be private investors accumulating rental properties around town to then lease back to
36 local businesses at premiums or place in nightly/weekly often non-conforming rental
37 programs. Steins would like to actively pursue creating a public/private partnership with
38 PCMC to create employee housing on the mine bench (due to proximity/location). We

are ready and willing to explore all options with PCMC and have the resources to act quickly and efficiently. We look forward to working in collaboration with PCMC on this endeavor.”

Mayor Beerman closed the public input portion of the meeting.

IV) CONSENT AGENDA

1. Request to Adopt Resolution 28-2021, a Resolution Declaring November 27, 2021, as “Small Business Saturday” in Park City, Utah:

Council Member Worel moved to approve the Consent Agenda. Council Member Joyce seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

V) OLD BUSINESS

1. Consideration to Authorize the City Manager to Execute the Service Provider Agreement with Republic Services Inc. in a Form Approved by the City Attorney’s Office for the Trash and Recycling Services for the Main Street Business Improvement District (BID):

Matt Twombly and Jonathan Weidenhamer, Economic Development, presented this item. Twombly reviewed two contracts would be awarded, one for trash and one for recycling and waste diversion. He indicated staff updated HPCA with the scope of the proposed contract. Weidenhamer stated staff had talked with HPCA for the past two years regarding the City’s waste diversion goals and when they were told the cost would go up 10%, they were agreeable and favored waste diversion.

Mayor Beerman opened the meeting for public input.

Ginger Wicks, HPCA, thanked staff for the help and guidance on this contract and indicated HPCA was supportive of it.

Mayor Beerman closed the public input portion of the meeting.

Council Member Joyce reviewed this was continuing services and a part-time staff member would work with Main Street businesses to reduce waste.

Council Member Doilney indicated waste management was a big problem, so these were the types of programs where resources needed to be given. He thought there needed to be continued discussions on waste management.

Council Member Joyce moved to authorize the City Manager to execute the service provider agreement with Republic Services Inc. in a form approved by the City Attorney's office for the trash and recycling services for the Main Street Business Improvement District (BID). Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

2. Consideration to Authorize the City Manager to Select Summit Land Conservancy as the Holder of a Conservation Easement for the Treasure Hill Conservation Easement and Stewardship Project, Subject to Final Contract and Price Negotiation:

Heinrich Deters, Trails and Open Space Manager, and Cheryl Fox, Summit Land Conservancy, presented this item. Deters reviewed the City bought the property in 2019. There was a lot of planning and work done on this property, including forest cleanup efforts, trails, the Martinez sculpture, and a wildfire mitigation plan was in the preliminary stages. Summit Land Conservancy would hold the qualified land trust with the conservation easement for this property. He hoped the conservation easement itself would be ready to present to Council for approval by next summer.

Fox stated this would be the 21st easement the City entrusted to Summit Land Conservancy and she appreciated working with the City. She knew it was difficult to negotiate conservation and she was pleased the property would be preserved.

Mayor Beerman opened the meeting for public input. No comments were given. Mayor Beerman closed the public input portion of the meeting.

Council Member Joyce thought this was an unusual parcel since the City bought it so it wouldn't be developed. He was grateful it would be preserved as open space.

Council Member Doilney moved to authorize the City Manager to select Summit Land Conservancy as the holder of a conservation easement for the Treasure Hill Conservation Easement and Stewardship Project, subject to final contract and price negotiation. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

VI) NEW BUSINESS

1. Consideration of the Neighborhood Traffic Management Program (NTMP) Request for Two-Way Travel on Upper Park Avenue, from Heber Avenue to King Road, During Winter Months:

1 Austin Taylor, Transportation Planner, indicated he oversaw the NTMP. He displayed a
2 photo of Upper Park Avenue and stated historically the street was a one-way street in
3 the winter and two-way street in the summer. The group requested the street remain a
4 two-way street through this winter. He explained the outreach efforts to engage the
5 residents on this street. He reviewed the survey results breakdown and noted with all
6 scenarios, there was a slight majority who favored trying a two-way street.

7
8 Taylor discussed the concerns from the NTMP meeting, including snow storage and
9 indicated there were no concerns from first responders. During Sundance, the street
10 would revert to one-way. He reviewed options for this street, including splitting the
11 winter season with two months two-way and two months one-way, two-way for the
12 entire winter season, or maintain the status quo one-way travel for winter.

13
14 Mayor Beerman opened the meeting for public input.

15
16 Terry Harris, via Zoom, stated for 27 years it had been a one-way street in the winter
17 and there was no data, such as crash data to justify changing the pattern. There were
18 sections of the street where the sidewalks weren't shoveled, so skiers had to walk in the
19 street. The street was narrower in the winter because of snow. He requested data be
20 tracked this winter before implementing a traffic change. He thought a two-way street
21 was a safety concern.

22
23 Bill Dark was confused about why the preferred option was to split the two-way
24 experiment. He indicated the traffic after Christmas through Sundance was very heavy.
25 He asked what the purpose of the study was and thought the split should occur in the
26 summer as well. He thought the one-way was a disaster because it caused vehicles to
27 drive longer. He hoped Park Avenue would be two-way permanently.

28
29 Aimee Wolfson and Michael Kirby: Wolfson noted the survey was not accurate and
30 residents voted multiple times, nonresidents voted, etc. She didn't get a postcard and
31 only heard about the survey through a contractor. She thought the residents who
32 promoted the two-way option lived in the 500 block because they were the most
33 impacted. She calculated statistics by block and those living in the 100-300 blocks were
34 opposed, and submitted her calculations for the record. She felt a two-way street was a
35 safety hazard. The "Yes" votes were about convenience but the "No" votes were based
36 on health and safety. She thought drivers could have a two-way street between 4th and
37 5th Streets to save them from going around. She noted specific evidence of accidents on
38 this street.

39
40 Robin Dark thought the conditions could coexist and she favored opening 4th and 5th
41 Streets. She thought jockeying cars as they traveled up and down the hill worked, but
42 felt the 4th and 5th two-way idea would work too.

1 Mayor Beerman closed the public input portion of the meeting.

2
3 Council Member Worel indicated the residents came up with their own solution. She
4 asked Taylor if the group discussed the 4th and 5th Streets option. Taylor indicated they
5 had not.

6
7 Council Member Doilney stated the reason for the one-way street was so traffic wouldn't
8 go into the residential neighborhoods to access commercial areas. It kept traffic at a
9 minimum and made the streets safer. He also thought one-way streets made snow
10 removal easier. He hesitated opening the street for two-way travel.

11
12 Council Member Gerber agreed it reduced traffic, but it impacted residents. She was
13 open to using 4th and 5th Streets. Mayor Beerman was concerned about the safety of a
14 two-way street. If the residents wanted to open the side streets, he suggested opening
15 5th Street. He cautioned there would be a trade off with increased traffic if the side
16 streets were opened.

17
18 Council Member Joyce liked the improvement in outreach efforts, but the outreach was
19 still not reaching everyone. He hoped staff would continue working to be effective with
20 their outreach efforts. He didn't like the option to split the time of two-way versus one-
21 way. If opening the side streets, he requested the City reach out to ask the residents
22 and inform them of the traffic consequences.

23
24 Wolfman stated the residents of the 500-block requested two-way so the City should
25 give them the option.

26
27 Dark stated vehicles were now parked on 4th and 5th Street so that issue would have to
28 be addressed.

29
30 Mayor Beerman indicated the two-way closed November 15th and suggested that
31 closing could be delayed until the snow started. He recommended to continue with
32 better outreach efforts and discussion on opening 4th Street and/or 5th Street.

33
34 Council Member Joyce stated there were a lot of second homeowners and it was hard
35 to reach them. Sarah Pearce, Deputy City Manager, stated staff was working on
36 outreach.

37
38 Council Member Doilney moved to continue the Neighborhood Traffic Management
39 Program request for two-way travel on Upper Park Avenue, from Heber Avenue to King
40 Road, during winter months to date uncertain for further consideration of opening 4th
41 and/or 5th Streets and having expanded neighborhood communications. Council
42 Member Joyce seconded the motion.

RESULT: CONTINUED TO A DATE UNCERTAIN

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

2. Consideration to Approve the Following Applications for the Historic District Grant Program's "Competitive Grant" Category, for Projects Defined as Preservation, Rehabilitation, and/or Restoration in the Land Management Code: 180 Daly Avenue, 187 Daly Avenue, 43 King Road, Thaynes and Silver King Headframes, Park City Mountain, 115 Main Street, 150 Main Street, 402 Main Street, 434 Main Street, 508 Marsac Avenue, 933 Norfolk Avenue, 962 Norfolk Avenue, 121 Park Avenue, 416 Park Avenue, 526 Park Avenue, 1060 Park Avenue, 1125 Park Avenue, 1129 Park Avenue, 22 Prospect Avenue, 1825 Three Kings Drive, 232 Woodside Avenue, and 1057 Woodside Avenue:

Aiden Lillie, Planner, presented this item and indicated there was a high level of interest in the grant program this year. The grant program had \$127,136 to award each year and 21 of the 22 applications received were recommended for awards.

Council Member Joyce thought this was an incredible response and thanked staff for their outreach efforts. Council Member Gerber asked if homeowners could apply multiple years for various home projects, to which Lillie affirmed.

Mayor Beerman opened the meeting for public input.

Rhonda Sideris, via Zoom, asked that homeowners get notice of awards earlier in the year so they could move forward. Lillie stated that was discussed with the Budget Department and revisiting the timeline would be a January work session item.

Mayor Beerman closed the public input portion of the meeting.

Council Member Gerber asked if there was follow-up to see if the money was used for the intended projects. Lillie stated there was a 50/50 release of funds and there would be an inspection to verify the worked matched what was proposed.

Council Member Gerber moved to approve the following applications for the Historic District Grant Program's "Competitive Grant" category, for projects defined as Preservation, Rehabilitation, and/or Restoration in the Land Management Code: 180 Daly Avenue, 187 Daly Avenue, 43 King Road, Thaynes and Silver King Headframes, Park City Mountain, 115 Main Street, 150 Main Street, 402 Main Street, 434 Main Street, 508 Marsac Avenue, 933 Norfolk Avenue, 962 Norfolk Avenue, 121 Park Avenue, 416 Park Avenue, 526 Park Avenue, 1060 Park Avenue, 1125 Park Avenue, 1129 Park Avenue, 22 Prospect Avenue, 1825 Three Kings Drive, 232 Woodside Avenue, and 1057 Woodside Avenue. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

3. Consideration to Approve Ordinance No. 2021-45, an Ordinance Approving the 402 Park Avenue Plat Amendment, Located at 402 Park Avenue, Park City, Utah:

Browne Sebright, Planner, stated this parcel was the historic Community Church and the amendment would remove an interior lot line to allow the owner to remodel a garage.

Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman closed the public hearing.

Council Member Gerber moved to approve Ordinance No. 2021-45, an ordinance approving the 402 Park Avenue Plat Amendment located at 402 Park Avenue, Park City, Utah. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

4. Consideration to Approve: 1) an Update to Park City's Affordable Housing Goals; 2) an Addendum to the 2020 Housing Assessment and Plan; and 3) the 2021 Moderate Income Housing Report:

Rhoda Stauffer, Affordable Housing Specialist, presented this item and stated this report complied with State requirements. She reviewed the housing accomplishments within the past year, including pre-development of the Homestake Housing Project, housing mitigation plans, Land Management Code amendments for Affordable Housing Master Planned Developments, work to reduce regulations on accessory dwelling units, and work on the housing goals for the Transportation Master Plan.

In 2022, she hoped to complete the five-year housing plan, continue construction and developments with private partnerships, utilize new housing software, align housing goals with the Transportation Master Plan, and implement the Lite-Deed Restriction program.

Council Member Gerber stated there were several discussions on funding rentals and she asked for a discussion for a sustainable funding source, such as increased property taxes, that could help with affordable housing projects.

Council Member Joyce commented there were big sources of funding, but the City was not prioritizing them. He gave the example of Transient Room Tax (TRT) funding and Resort Sales Tax. He thought land was the problem, not money. Council Member Gerber stated that money was earmarked for things such as affordable housing, but

then other things came up that took that money. Council Member Joyce liked the Homestake development model and thought that could be the way of the future.

Glidden stated Housing and Budget staff had been working on ongoing funding tools, and they would bring the conversation to Council in January.

Council Member Worel asked if the software platform was common to all the entities in the County. Stauffer stated Mountainlands was looking into the software as well. The goal was to have one waitlist and application process, but they weren't there yet.

Council Member Gerber asked if initiating a Housing Authority could be discussed. Stauffer indicated staff was looking into that and would come back with a recommendation.

Mayor Beerman opened the meeting for public input.

John Greenfield suggested implementing a transfer tax for properties above a certain value that would go to Affordable Housing. Another suggestion was having an online source connecting homeowners with renters. He thought it was important to have a dedicated source for affordable housing. Mayor Beerman stated the State did not allow transfer tax, but discussions were ongoing.

Ed Parigian, via Zoom, looked at City revenue and he thought the Arts and Culture District could be constructed and the City could pay for it. He wanted to see a discussion on the net numbers and felt prices continued to increase and the projects still weren't underway.

Mayor Beerman closed the public input portion of the meeting.

Council Member Worel moved to approve 1) an update to Park City's Affordable Housing Goals; 2) an addendum to the 2020 Housing Assessment and Plan; and 3) the 2021 Moderate Income Housing Report. Council Member Doilney seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

5. Consideration to Adopt the State Route 224 Bus Rapid Transit (BRT) Locally Preferred Alternative, Noting the Terminus Change to the Old Town Transit Center:

Alex Roy, Transportation Planner, stated the approval of the Bus Rapid Transit (BRT) to the Old Town Transit Center needed a formal approval in order to receive federal funding.

Mayor Beerman opened the meeting for public input.

John Greenfield asked if the BRT route could be changed if the Arts and Culture District became a Transit hub in the future. Roy indicated this approval would trigger an impact study, but routes could change in the future.

Council Member Doilney moved to adopt the State Route 224 Bus Rapid Transit Locally Preferred Alternative, noting the terminus change to the Old Town Transit Center. Council Member Gerber seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

6. Consideration to Approve Ordinance 2021-47, an Ordinance Approving the Club Lespri- 1st Amended Plat Located at 1765 Sidewinder Drive, Summit County, Park City, Utah:

Mayor Beerman disclosed he had a business relationship with Club Lespri. Lillian Lederer, Planner, presented this item and indicated the amendment would change the six - second floor units to one unit.

Mayor Beerman opened the public hearing. No comments were given. Mayor Beerman closed the public hearing.

Council Member Worel asked if the owner was memorializing what had already been changed, to which Lederer affirmed.

Council Member Joyce moved to approve Ordinance 2021-47, an ordinance approving the Club Lespri- 1st Amended Plat located at 1765 Sidewinder Drive, Summit County, Park City, Utah. Council Member Worel seconded the motion.

RESULT: APPROVED

AYES: Council Members Doilney, Gerber, Henney, Joyce, and Worel

VII) ADJOURNMENT

With no further business, the meeting was adjourned.

Michelle Kellogg, City Recorder

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Mindy Finlinson

Submitting Department: Finance & Accounting

Item Type: Staff Report

Agenda Section:

Subject:

Request to Approve and Accept the Fiscal Year 2021 Draft Annual Comprehensive Financial Report (ACFR)

Suggested Action:

Attachments:

[FY 2021 ACFR Acceptance Staff Report](#)

[Exhibit A: DRAFT - Annual Comprehensive Financial Report, June 30, 2021](#)

City Council Staff Report

Subject: Fiscal Year 2021 ACFR Acceptance
Author: Mindy Finlinson, Finance Manager
Department: Finance
Date: December 16, 2021
Type of Item: Administrative

Recommendation

City Council should review the draft Annual Comprehensive Financial Report for the Fiscal Year ended June 30, 2021. The Annual Comprehensive Financial Report (ACFR) is the major document used to communicate the City's financial condition. Through years of hard work and dedication, Park City remains in a very strong financial position, and the various internal teams commitment to proactive and conservative financial mamangment remains our orienting value.

Executive Summary

Staff is pleased to report that the City had no material weaknesses reported during the course of the year end audit and the City's internal controls over financial reporting provide assurance that the financial statements are presented fairly and can be relied upon.

Background and Analysis

State law requires Park City to follow the Uniform Fiscal Procedures Act for Utah Cities, UCA § 10-6-101 et seq., which requires an independent audit of the City's finances annually. The audit is performed by certified public accountants BDO, LLC. The Council must be presented with an annual financial report prepared in conformity with generally accepted accounting principles within 180 days of the fiscal year end. This requirement is satisfied by presentation of the ACFR (Exhibit A), which provides a comprehensive financial picture covering all funds and financial transactions for the year. Once finalized, a copy of the ACFR is filed with the State Auditor and the City Recorder as a public document.

The ACFR includes all funds of the City and is presented in four sections: Introductory, Financial, Statistical, and Internal Control and Compliance Reports.

The Introductory Section contains a letter of transmittal, a directory of principal officials and an organizational chart of the City. The Financial Section contains management's discussion and analysis (MD&A), the basic financial statements, notes to the financial statements, required supplementary information, individual fund statements for which data is not provided separately within the basic financial statements, as well as the independent auditor's report on these financial statements and schedules. The Statistical Section includes selected financial and demographic information, generally presented on a multi-year basis. The Internal Control and Compliance Reports Section contains the independent auditors' report on internal control and compliance required by *Government Auditing Standards* and state compliance as required by the *State of Utah Legal Compliance Audit Guide*.

The ACFR is the major document used to communicate the City's financial condition. It is distributed to various bond-rating agencies, investors in the City's debt and the State Auditor for use in evaluating City finances. The first two basic financial statements, the Statement of Net Position and the Statement of Activities, present information on a government-wide, full-accrual accounting basis, which reflects the overall financial position of the City and its various funds, not just the amounts available for budgetary purposes. Fiscal operations in the government-wide statements are organized into two major activities: governmental and business-type.

Fund information is also presented for major funds individually and non-major funds combined in a single column in the basic financial statements. Because the focus is so different between fund statements and government-wide statements, a reconciliation between the two types of statements is necessary to understand how the numbers differ.

Staff suggests attention be focused on the MD&A and the notes to the basic financial statements. The notes to the basic financial statements in the Financial Section provide required detailed disclosures and a description of the financial statements.

Again, we are pleased to reaffirm Park City's strong financial position and dedication to proactive and conservative financial management.

Funding

Not applicable

Attachments

Exhibit A: Draft Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2021

Park City Municipal Corporation, Utah



PARK CITY

1884

**Annual Comprehensive Financial Report
Fiscal Year Ended June 30, 2021**

DRAFT

PARK CITY MUNICIPAL CORPORATION, UTAH

COMPREHENSIVE ANNUAL FINANCIAL REPORT

**(Including Internal Control and Compliance Reports
and Supplementary Information)
for fiscal year ended June 30, 2021**

**Prepared by:
Finance Department**

**Mindy Finlinson
Finance Manager**

**Sara Nagel
City Treasurer**

**Kim Atkinson
Accountant**

DRAFT

PARK CITY MUNICIPAL CORPORATION, UTAH
COMPREHENSIVE ANNUAL FINANCIAL REPORT
June 30, 2021

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INTRODUCTORY SECTION



Finance

December XX, 2021

To the Honorable City Council, Honorable Mayor and Citizens of Park City, Utah:

State law requires that every general purpose local government publish, within six months of the close of each fiscal year, a complete set of audited financial statements. This report is published to fulfill that requirement for the fiscal year ended June 30, 2021.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

BDO, LLP, a firm of licensed certified public accountants, issued an unmodified (“clean”) opinion on Park City Municipal Corporation’s financial statements for the year ended June 30, 2021. The independent auditor’s report is located at the front of the financial section of this report.

Management’s discussion and analysis (MD&A) immediately follows the independent auditor’s report and provides a narrative introduction, overview, and analysis of the basic financial statements. The MD&A complements this letter of transmittal and should be read in conjunction with it.

Profile of Park City Municipal Corporation, Utah

Park City Municipal Corporation (City) was chartered March 15, 1884, under the provisions of the Utah Territorial Government and is located in Summit County in the northeast part of the State, which is considered to be one of the top growth areas in the state. It currently occupies 20 square miles and serves an estimated full-time resident population of 8,516. The City is empowered to levy a property tax on real property located within its boundaries. It also is empowered by state statute to extend its corporate limits by annexation, which it has done from time to time.

Park City Municipal Corporation
445 Marsac Avenue • P.O. Box 1480 • Park City, UT 84060-1480
Phone (435) 615-5221 • Fax (435) 615-4917

We acknowledge that Park City Municipal Corporation is on the traditional land and seized territory of the Eastern Shoshone and Ute people, who have stewarded this land throughout the generations.

The City is governed by a mayor-council form of government. Policy-making and legislative authority are vested in the Governing Council (Council) consisting of the mayor and a five-member council, all of whom are elected at large. Council members serve four-year staggered terms. Elections are held every odd numbered year. The governing council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring both the City's manager and attorney. The Mayor is the administrative authority by statute; however, the City's manager has been delegated the responsibility for carrying out the policies and ordinances of the governing council, for overseeing the day-to-day operations of the City, and for appointing the heads of the various departments.

The City provides a full range of services, including police, parks, recreation, library, water, stormwater, public improvements, streets, planning and zoning, golf course, transportation and parking, licensing and permits, building inspections, affordable housing, and administrative services. This report includes the financial statements of the funds required to report on those activities, organizations and functions which are related to the City and are controlled by or financially accountable to the City Council. The Park City Municipal Building Authority, the Park City Redevelopment Agency, the Park City Housing Authority and the Park City Water Service District are chartered under Utah law as separate governmental entities. However, this report includes the financial statements of these entities, since the City Council is the appointed board for all four agencies, they are financially accountable to the City, and management (below the level of the elected officials) of the City have operational responsibility for the activities of these entities.

The State of Utah, Summit County, Wasatch County, Park City School District, Park City Fire Protection District, Snyderville Basin Special Recreation District and Snyderville Basin Water Reclamation District are overlapping governments that provide services to City residents; however, they are separately controlled, and they are not financially accountable to the City; therefore, they are not included in this report.

Budgetary Control

The Council is required to adopt a final budget by no later than June 30 of the fiscal year. This annual budget serves as the foundation for the City's financial planning and control. The budget is prepared by fund, function (e.g., public safety), and department (e.g., police). The City Council approves all City budgets at the department level (general government, public safety, public works, recreation and library). Budgetary control is maintained at the department level where expenditures may not legally exceed appropriations. Department heads may make transfers within a department. The City Council may amend the budget by ordinance during the budget year, but must hold a public hearing to increase a governmental fund's budget before it can pass the ordinance.

Local Economy and Economic Trends

Park City is located in Summit County, Utah, in the heart of the Wasatch Mountains, 30 miles east of Salt Lake City and 40 minutes by freeway from the Salt Lake International Airport. In 1869, silver bearing quartz was discovered in the area, of what is now Park City, and a silver mining boom began. From the 1930's through the 1950's, the mining boom subsided due to the decline of silver prices, and Park City came very close to becoming a historic ghost town. During that time, the residents began to consider an alternative to mining, and began developing Park City into a resort town. Today Park City is one of the western United States premier multi-season resort communities.

Because of its location in a State with a diverse economic base, recent unemployment rates have been historically low except for a certain period in 2020 because of the recession caused by local and state mandated business closures in response to COVID-19. During the initial COVID-19 shutdown period, unemployment skyrocketed to 20.4 percent in the month of April 2020. However, due to economic recovery aid from state and federal governments and higher than expected summer economic activity, the unemployment rate at the end of fiscal year 2020 was 9.8 percent compared to 11.1 nationally. During the past ten years, the unemployment rate in Summit County dropped from last year's high of 20.4 percent to a decade low of 2.4 percent in June 2021. An emergency FDA approved COVID-19 vaccine, high vaccine rates and relatively low virus spread, allowed local health departments to lift restrictions on businesses which brought pre-pandemic levels of tourism back to Park City sooner than expected. Additionally, Park City became a hot-spot for people looking for safe, outdoor recreation.

Tourism is the major industry in Park City, with skiing, lodging facilities and restaurants contributing significantly to the local economy. Park City is the home of two major ski resorts Deer Valley Resort and Park City Mountain Resort with a portion of the latter operating outside of municipal boundaries, formerly known as Canyons Resort. Vail Resorts acquired the Canyons Resort in 2013 and the Park City Mountain Resort in September of 2014. In July 2015, Vail linked these two resorts creating the largest skiing resort in the United States with over 7,300 acres of skiable terrain. Alterra Mountain Company acquired Deer Valley Resort in 2018.

Deer Valley Resort and Park City Mountain Resort host several major international and world ski competitions such as, IHC Freestyle International Ski World Cup and FIS Freestyle International Ski World Cup. Deer Valley was voted 2nd and Park City Mountain 11th in *Ski Magazine's* Reader's Top-Ranked Ski Resorts in the West 2021.

Utah resorts reported 5.3 million skier days, surpassing the previous record set in the 2018-2019 season, and exceeding last year's season, which was cut short by COVID-19, by 1 million visits. Additionally, visitors to resorts was 20.8 percent above the 10-year average. It is uncertain how the numbers will change with restrictions to international travel lifting as COVID-19 testing and vaccines become more widely available, and resorts eliminate the reservations system and return to normal protocol for resort access.

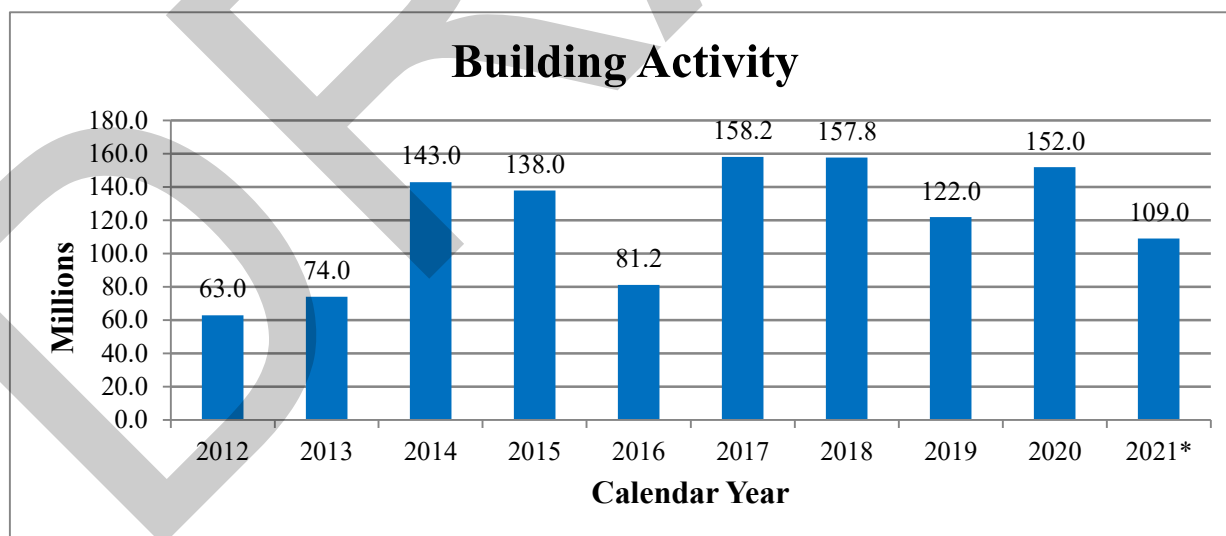
Park City's service population is significant due to the number of secondary homeowners and visitors within Park City. The City has approximately 130 restaurants, 138 shops, 27 private art centers and a community-sponsored art center. Many of Park City's restaurants are award

winning and among the finest in the intermountain west. The Chamber of Commerce estimates that the City has a nightly rental capacity for 28,670 guests (please see Schedule 24 of the Statistical Section of this report).

The Sundance Film Festival held its 39th annual festival in January 2021. The festival took place both online and in-person in 20 cities across the country. As reported by the Sundance Institute, the seven-day festival reached a total audience 2.7 times (168.0 percent more) than at the typical eleven-day edition. Audiences participated from all 50 states and 120 countries. There were 284,598 views of feature and short films, free talks, and events through the online platform or TV apps. With an estimated average of two individuals per household for each “view” the Institute estimates over 566,000 views. Drive-ins and socially distanced indoor or outdoor seated screenings brought in an additional 20,000 attendees.

The 2022 festival is returning to Park City and will be in-person and online. Sundance and Park City Municipal Corporation have formally agreed that Park City will remain festival headquarters through the 2026 film festival.

Closely connected to the tourism and ski industries in Park City is the real estate industry. During the past ten years, building activity within the City has fluctuated from a low of \$63.0 million in 2012, because of the 2008 recession, to a high of \$158.2 million in 2017. Building activity over the last decade has averaged \$113.0 million per year. In the first six months of calendar year 2021, 26.9 percent of the \$109 million in building activity has been in residential construction. The remaining 73.1 percent consists of commercial construction. The residential construction total valuation of approximately \$29.3 million consisted of both single and multi-family homes. Easy access to Salt Lake City has intensified the role for Park City as a bedroom community. The current economy has continued to show emphasis of new construction of single-family homes and remodeling and expanding of commercial buildings.



* The 2021 number is from January 2021 through June 2021 only. For activity by fiscal year, please see Schedule 26 of the Statistical Section.

As reported by *Park City Realtors*, despite the economic uncertainty from the temporary shutdown of many local businesses, the real estate market in Park City saw a dramatic 30.0 percent increase from 2020 and a sales price increases of 22.0 to 28.0 percent. Single family homes sales increased 30.0 percent while sales volume climbed 58.0 percent. Condominium sales increased 65.0 percent and a sales volume increase of 121.0 percent over the same period last year. Land sales increased 53.0 percent and sales volume increased 68.0 percent. Single-family homes range from an average sales price of \$1,546,530 in the Prospector area to \$7,614,000 in the Empire Pass area. Condominiums range in average sales price from \$404,507 in the Prospector area to \$3,249,154 in the Empire Pass area. Vacant lots range in average sales price from \$642,000 in the Prospector area to \$3,550,000 in the Upper Deer Valley area.

Median household incomes within the City are significantly higher than for the state as a whole. According to the US Census Bureau 2020 estimates, the City's median family income was \$110,000, the County's was \$102,958, the State's was \$71,621 and the National median income was \$62,843.

Due to its strong and healthy local economy, the City has maintained a credit rating of at least Aa2 from Moody's Investor Service since 2011, with a recent Aaa rating for its general obligation bonds.

Long-term Financial Planning

Insurance – The City maintains a health and dental insurance plan through Regence Blue Cross Blue Shield of Utah. Each year Regence examines the City's use of the plan and its total costs to Regence and then determines the price for the following year. In fiscal year 2021, the City experienced no change in plan costs. The benefits committee reviews the annual increases and makes a recommendation on any premium increases or policy changes on an annual basis. The City offers a high-deductible medical plan in addition to the traditional plans. The City also offers a discount on premiums to employees if they participate in a wellness program, which requires annual physicals, regular dental visits, and other various activities to promote a healthy lifestyle.

Sales Tax – The City depends on sales tax revenue to fund City services. Sales tax also helps to fund the infrastructure to support special events and tourism. Of the 9.05 percent sales tax on general purchases in Park City, the municipality levies a 1.0 percent local sales and use tax, a 0.25 county option sales tax, a combined 1.25 percent transit tax, a 0.1 county cultural tax, and a 1.6 percent resort community tax.

Transient Room Tax – The City levies a 4.32 percent transient room tax. The City uses the transient room tax revenue to fund capital projects. Since inception, the City has collected the following revenues:

<u>Year</u>	<u>Revenue</u>
2021	2.7 million
2020	2.7 million
2019	2.7 million
2018	1.6 million

Property Tax – A property tax comparison that normalized tax rates across 50 states, including the District of Columbia, ranked states by property tax rate. Utah was consistently amongst the lower in the nation, ranking between 40 and 50. Summit County has the lowest average effective property tax rate in the state. The Property Tax Act provides that all taxable property must be assessed and taxed at a uniform and equal rate on the basis of its fair market value by January 1 of each year. Summit County levies, collects, and distributes property taxes for Park City and all other taxing jurisdictions within the County. Primary residences are taxed at 55.0 percent of the assessed value while secondary residences are taxed at 100.0 percent of the assessed value. The budget for fiscal year 2021 was adopted with no property tax increase.

Relevant Financial Policies

Fund Balance – Unrestricted fund balance (the total of the committed, assigned, and unassigned components of fund balance) in the general fund at year end was 33.64 percent of total general fund revenues. This amount was slightly below the policy guidelines set by the Council for budgetary and planning purposes (i.e., maintain the general fund balance at approximately the legal maximum of 35.0 percent). For budget purposes, any balance that is greater than 5.0 percent of the total revenues of the General Fund may be used. The General Fund balance reserve is an important factor in the City's ability to respond to emergencies and unavoidable revenue shortfalls.

Budgeting for Outcomes – The City employs a Budgeting for Outcomes (BFO) process that focuses on Council priorities and objectives as the driving factor for determining the annual budget. BFO provides a comprehensive review of the entire organization, identifying every program offered and associated cost, evaluating the relevance of every program based upon the community's priorities and, ultimately, guiding elected and appointed officials to the policy questions they can answer with the information gained from the process. The City is confident that the BFO process provides the tools needed to build a budget that reflects the City's values and needs.

The BFO process is just part of the process the City employs in the development of the budget in Park City. The other distinctive part of the process is the utilization of cross-departmental staff teams for the development of the budget recommendations. The Results Team develops the operating budget recommendation and the Capital Improvement Plan Committee creates the capital budget recommendation. These two budgets are then presented to the City Manager. Next, the Finance Manager; Human Resources Manager; Capital Budgets, Debts & Grants Manager; Operating Budget Manager and the City Manager hold a Budget Summit to collectively take a comprehensive review of the budget and discuss any outstanding issues. The result of this collaborative process and the participation of more than 50 members of the organization is the City Manager's Recommended Budget.

Major Initiatives

Net Zero Energy Goal by 2030 – Park City became one of the latest in a series of mountain communities to commit to 100 percent renewable electricity. Park City has pledged that the City’s electricity would come entirely from renewable sources by 2030. This announcement comes on the heels of a similar pledge from Salt Lake City, Utah and a recent commitment from Boulder, Colorado to transition to renewable electricity, showing that mountain communities are taking control of their energy future. Park City is a founding partner of Mountain Towns 2030, a coalition of mountain towns committed to achieving ambitious carbon reduction goals by 2030. Park City hosted the first MT2030 Net Zero Summit in October 2019. In October 2021, the City participated in the groundbreaking of an 80 megawatt facility that will offset the power used by Summit County, Park City Municipal, Park City Mountain Resort and Deer Valley Resort. This is an important step in helping the City’s achieve its renewal energy goals. The facility is scheduled to come online in 2022.

Electric Bike-Share Program – In partnership with Summit County, Park City launched its fifth season of the electric bike-share program. Riders logged approximately 80,000 miles in 2021 and more than 323,000 since the inception of the program in 2017. The City and surrounding areas currently have 20 docking stations and 190 bikes. The stations are located through Park City including: Deer Valley Transit Circle, North City Park, Park City Municipal Athletic and Recreation Center (PC MARC), Summit County Health Department and Upper Main Street. Additional locations in Summit County include: Synderville Basin Recreation, Willow Creek Park, Silver Springs Drive, Summit County Justice Center, Ecker Hill Park and Ride and Jeremy Ranch Park and Ride. If Park City residents and tourists continue to respond well to the all-electric bike-share program, it will be a great step for the community to mitigate traffic congestion and become more environmentally sustainable, and a great example for cities looking to accomplish these same goals.

Quinn’s Park and Ride – The Quinn’s Junction Park & Ride lot will be constructed just outside City limits adjacent to US 40 on land owned by Utah Department of Transportation. The lot will provide 465 parking stalls and provide access to bus routes for the City’s commuting workforce, skiers and other visitors during major events. New or extended current bus routes will be required to provide continued services. The project is consistent with Council’s goal to reduce congestion with City limits. Construction is expected to begin Spring of 2022 and be completed by fall of the same year.

Affordable Housing – City Council is committed to making Park City a thriving mountain community through accessible and diverse housing opportunities with the goal of adding 800 housing units to the City’s affordable/attainable housing inventory by 2026. Recently, the City constructed and sold 11 units (seven homes with four studio units attached) located on Woodside Avenue. Future projects include Woodside Avenue Phase II multi-family development and a public-private partnership to develop the Homestake lot. The Homestake project is mixed-income development with an anticipated 75 – 100 affordable rental units in sizes ranging from studio to two-bedrooms. Construction is expected to begin in 2022.

Social Equity – In 2018, the City partnered with the Park City Community Foundation (PCCF) to elevate the social equity concept and conversation through a community convening process. PCCF brought a coalition together to perform a social equity self-diagnosis, identified social equity resources and gaps, prioritized short and long-term social equity issues, and developed a multi-year strategic plan. The partnership identified three priorities: Housing, Education, and Inclusion. PCCF collaborated with the City to ensure additional funding was available to the most vulnerable populations amid the COVID-19 pandemic.

Update on Major Projects

Water Projects – Water quality and delivery continue to be a top priority for Park City. With the continuing increase of development, future water needs have been identified and the cost of these improvements are being fairly distributed between users and new development. Capital spending in the Water Fund is reflective of the City's commitment to secure Park City's water needs through improvements to the City's water infrastructure. The Water Fund Financial Model is reviewed and updated annually to assess the long-range operating and capital needs of the system and to determine future water rate increases and bonding needs. Additionally, the City continues to improve the culinary water system with funds from the five-year Capital Improvement Plan, an account with an approximate value of \$109 million. In 2019, to comply with State regulations that allows the City to discharge water draining from the Judge and Spiro mine tunnels into Mcleod and Silver Creeks, the City began construction of the Three Kings Water Treatment Plant to replace the existing Spiro plant, which was built in the 1990's. The new plant will also increase overall water supply resiliency, peak day capacity, water quality and reliability into the future. The City issued Water Revenue and Refunding Bonds for \$75,515,000 in June 2020 and \$66,135,000 in October 2021. The bonds, in large part, will fund the construction of the water treatment plant. The expected completion date of the plant is June 2023.

Arts & Culture District – Park City purchased a 5.25-acre parcel in Bonanza Park to bring a centrally located lot into public ownership with the hopes of developing a sustainable, walkable livable area through public-private partnerships. Funds for the purchase, development, and maintenance will be generated, in part, by overnight visitors via a 1.0 percent municipal transient room tax. No additional taxes will be assessed on Park City residents. Until the development plans for the district are finalized, the City will use the space, also known as the Bonanza Art Park for summer and fall programming.

Awards and Acknowledgements

Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to Park City Municipal Corporation for its comprehensive annual financial report for the fiscal year ended June 30, 2020. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to GFOA to determine its eligibility for another certificate.

Park City Municipal Corporation also received the Distinguished Budget Presentation Award from the GFOA for the City's adopted budget for the biennium period beginning July 1, 2019. The City has won this award for fiscal years 1992 and 1993 and the biennium periods beginning 1993, 1997, 1999, 2001, 2003, 2005, 2007, 2009, 2011, 2013, 2014, 2016, 2018, and 2020. In order to qualify for the award program, the City's budget document was judged proficient in several categories, including policy documentation, financial planning, and organization.

The preparation of this report on a timely basis could not have been accomplished without the efficient and dedicated services of the staff of the Finance and Accounting Department. We would like to express our appreciation to BDO, LLP, certified public accountants, for their professional service and assistance. We would also like to thank the Mayor and members of the City Council for their interest and support in planning and conducting the financial operation of the City in a responsible and progressive manner.

Respectfully submitted,

Matt Dias, City Manager

Mindy Finlinson, Finance Manager

PARK CITY MUNICIPAL CORPORATION, UTAH

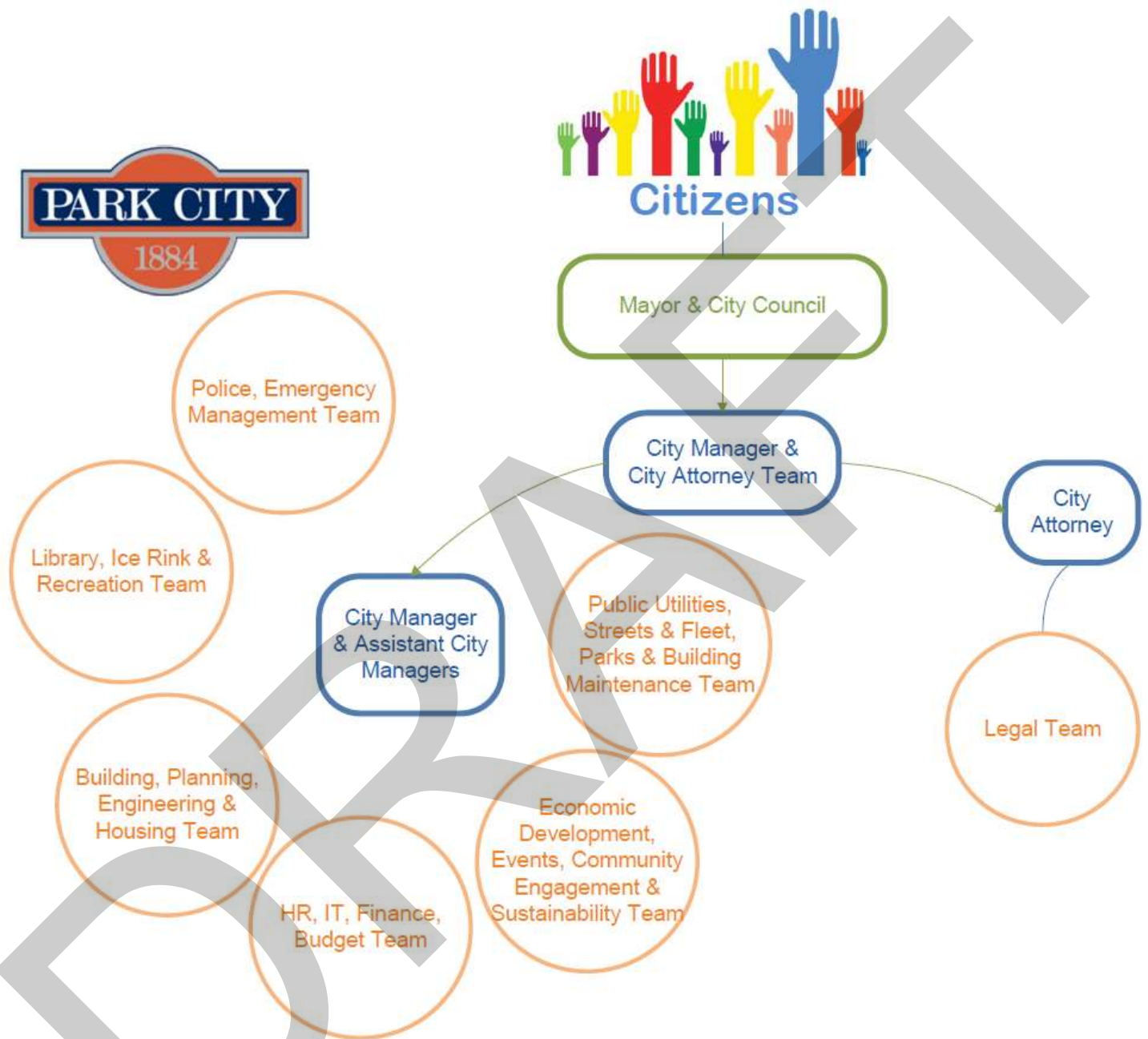
Park City Municipal Building
445 Marsac Avenue
Park City, Utah 84060

MAYOR AND CITY COUNCIL AS OF JUNE 30, 2021

Name	Term Expires
Mayor	
Andy Beerman <i>PO Box 1570 Park City, Utah 84060</i>	January 2022
Councilors	
Max Doilney <i>2174 Sunrise Circle Park City, Utah 84060</i>	January 2024
Rebecca Gerber <i>42 Spaulding Court Park City, Utah 84060</i>	January 2024
Tim Henney <i>PO Box 3927 Park City, Utah 84060</i>	January 2022
Steven Joyce <i>1776 Park Ave, Ste. 4 Park City, Utah 84060</i>	January 2022
Nannette Worel <i>3412 Solamere Drive Park City, Utah 84060</i>	January 2024

Matt Dias, City Manager
Margaret Plane, City Attorney
Mindy Finlinson, Finance Manager

PARK CITY MUNICIPAL CORPORATION, UTAH



The above organizational structure also accurately depicts the Park City Redevelopment Agency, the Park City Municipal Building Authority, the Park City Housing Authority and the Park City Water Service District structure.



Government Finance Officers Association

**Certificate of
Achievement
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Presented to

**Park City Municipal Corporation
Utah**

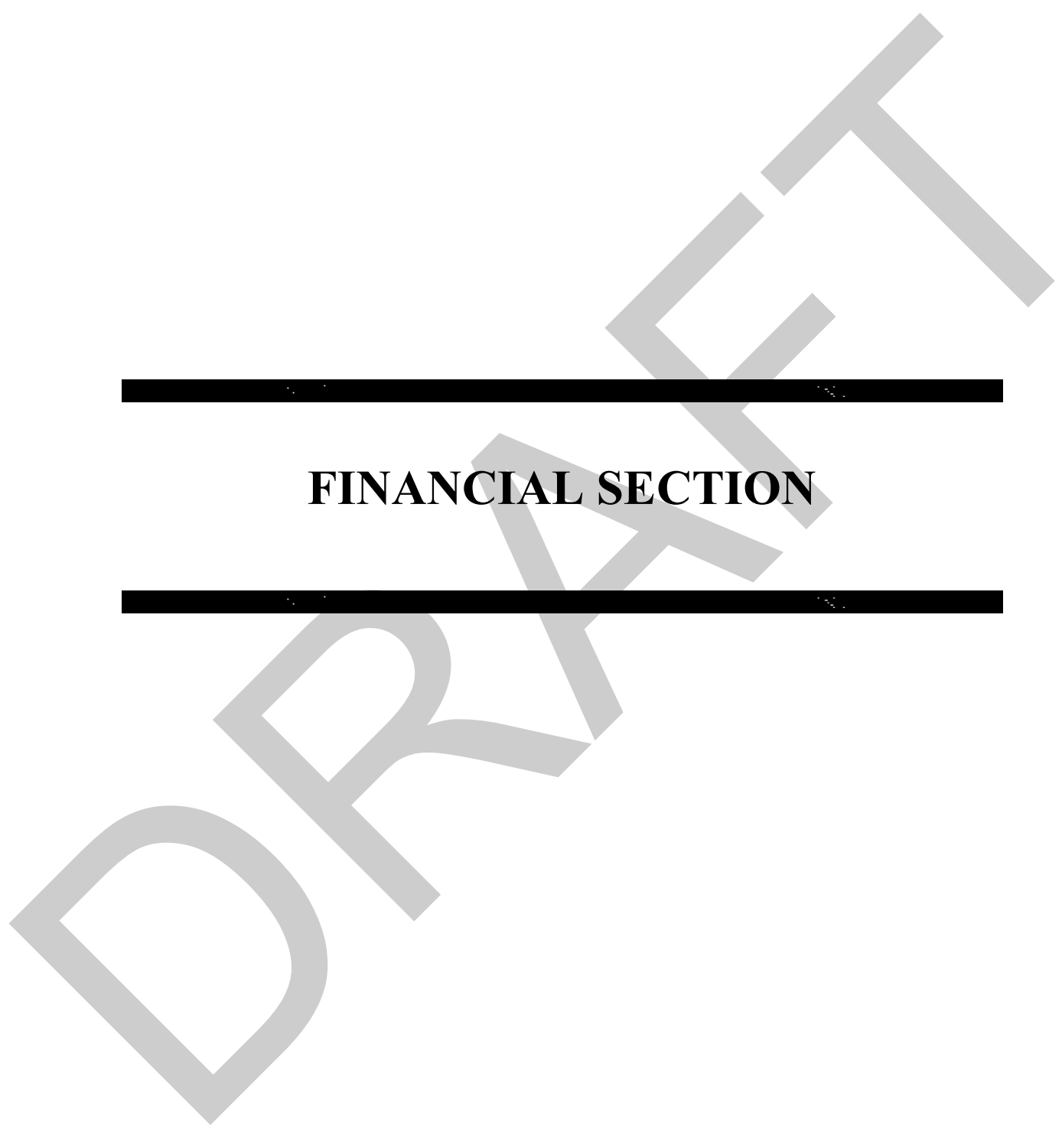
For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morill

Executive Director/CEO

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FINANCIAL SECTION

Independent Auditor's Report (1 of 3)

Independent Auditor's Report (2 of 3)

Independent Auditor's Report (3 of 3)

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

The following narrative is presented to facilitate a better understanding of the City's financial position and results of operations for the year ended June 30, 2021. When read in conjunction with the letter of transmittal and the notes to the basic financial statements, the financial highlights, overview and analysis should assist the reader to gain a more complete knowledge of the City's financial performance.

FINANCIAL HIGHLIGHTS

- The City's government-wide net position (the amount by which assets and deferred outflows exceed liabilities and deferred inflows) as of June 30, 2021, was \$441,319,003. Of this amount, \$8,359,205 (unrestricted net position) is available to meet ongoing financial obligations.
- The City's government-wide net position increased by \$32,196,989. Of this amount, governmental activities increased by \$23,892,762, and business-type activities increased by \$8,304,227, a rise of 8.6 percent, and a rise of 6.4 percent, respectively, when compared to last fiscal year.
- The City's governmental funds reported a combined ending fund balance of \$119,584,854, an increase of \$14.4 million (13.7 percent) compared to the beginning of this year's fund balance amount. While total governmental funds revenue had a slight increase of \$0.6 million compared to prior year, the City expended \$10.3 million less in capital outlay compared to prior year. Prior year expenditures included \$3.6 million related to the SR 248 Tunnel, \$3.6 million related open space acquisitions and \$1.6 million related to public works maintenance buildings. Additionally, the City had other financing resources of \$1.9 million in the sale of capital assets in the current year. Of the combined total fund balance, \$13,644,638 is available for spending at the discretion of the City (unassigned fund balance).
- The General Fund is the primary operating fund of the City. The unassigned fund balance of the General Fund at June 30, 2021, totaled \$13,644,638 and is 33.6 percent of the General Fund total revenues for the year and 11.4 percent of total governmental fund balance.
- The City's total bond debt had a net decrease of \$13,560,000 during fiscal year 2021. This represents a 5.7 percent decrease over the prior fiscal year, which is attributable to the normal reduction in principal balances from required debt service payments.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial section of this report includes four parts: 1) the independent auditors' report on financial statements and supplementary information; 2) this segment, management's discussion and analysis; 3) the basic financial statements; and 4) supplementary information. Within the basic financial statements are two distinct types of financial statements, 1) the government-wide financial statements, and 2) the fund financial statements. The notes to the basic financial

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

statements are also an integral part of the basic financial statements. The City's basic financial statements are presented in accordance with Governmental Accounting Standards Board Statement No. 34 (GASB 34), *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, as amended.

Immediately following the required supplementary information, the supplementary information includes balance sheets and income statements for nonmajor governmental funds, internal service funds, as well as other budgetary information.

Government-wide Financial Statements: The government-wide financial statements provide a view of City finances as a whole, similar to a private-sector business. These statements include the Statement of Net Position and the Statement of Activities.

The **Statement of Net Position** includes all of the City's assets, liabilities, and deferred inflows and outflows of resources, with the difference reported as net position. Net position (and the related change in net position from year to year) is one of the most important financial measurements to enable understanding of the financial position of the City, and whether financial position improves or deteriorates each year. To assess the overall health of the City, additional non-financial factors such as changes in the property tax base, the condition of the City's infrastructure, etc. should be considered.

The **Statement of Activities** shows how the City's net position changed as a result of its operations during the most recent fiscal year. To understand the basis of how these numbers are determined, it is important to note that changes in net position are reported whenever an event occurs that requires a revenue or expense to be recognized, regardless of when the related cash is received or disbursed (the accrual basis of accounting). For example, most revenues are reported when the revenues are legally due, even though they may not be collected for some time after that date; and an obligation to pay a supplier is reported as an expense when the goods or services are received, even though the bill may not be paid until sometime later.

There are two distinct types of activities reflected in the government-wide statements: 1) governmental activities; and 2) business-type activities. Governmental activities are those supported primarily by taxes and intergovernmental revenues, while business-type activities are those in which all costs (or at least a significant portion of costs) are intended to be recovered through user fees and charges. The governmental activities for the City include General Government (Council, Mayor, City Attorney, Human Resources, Technical Services, Budget, Debt and Grants, Building, Economy, Community, Environment, Planning, Engineering, Finance, Quinns Recreation Complex and Non-departmental); Public Safety (Police and Communications Center); Public Works (Streets, Snow Removal, Parks, Building Maintenance); Library and Recreation. The business-type activities include Water, Stormwater, Transportation and Parking, and Golf Course. The Park City Municipal Building Authority, the Park City Redevelopment Agency, the Park City Housing Authority and the Park City Water Service District are chartered under Utah law as separate governmental entities. However, the government-wide financial statements include the financial statements of these entities, since the City Council is the appointed board for all four agencies, and these entities are financially accountable to the City. The government-wide financial statements can be found on pages 26-27 of this report.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Fund Financial Statements: The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based on the purposes for which the funds are to be spent as well as by how the activities are to be controlled. The three broad categories of funds are: governmental funds, proprietary funds and fiduciary funds.

Governmental Funds – At the fund level, the focus is on changes in short-term spendable resources and the balance available to spend, rather than the long-term focus used for determining government-wide numbers. Because the focus is so different between fund statements and government-wide statements, reconciliation between the two types of statements is necessary to understand how the numbers differ. Such reconciliations are provided for the reader on pages 30 and 32. The City has four governmental type funds. These are the general fund, special revenue funds, the debt service funds and the capital projects funds. Four of these are considered major funds: General Fund, Sales Tax Revenue and Refunding Debt Service Fund, Park City General Obligation Debt Service Fund and Capital Projects Improvement Fund. The basic governmental fund financial statements can be found on pages 29-33. A summary of other funds (nonmajor funds) is combined into one “Nonmajor Governmental Funds” column. The composition of the nonmajor funds is shown in the combining statements later in the report in the supplementary information section on pages 93-103.

- The **General Fund** is used to account for all financial resources of the City that are not accounted for by a separate specialized fund. More specifically, the general fund is used to account for ordinary operations such as collection of tax revenues and general government expenditures. The City adopts an annual appropriated budget for the general fund. On page 33, a budgetary comparison statement has been provided for the general fund to demonstrate budgetary compliance.
- **Special Revenue Funds** are used to account for specific revenue sources that are restricted to expenditures for specific purposes.
- **Debt Service Funds** are used to account for the accumulation of resources for the payment of general obligation bonds, special assessment bonds and sales tax revenue and refunding bonds. Therefore, this fund is set up to accumulate the resources used to pay both the interest and principal on bond debt.
- **Capital Projects Funds** are used to account for financial resources to be used for the acquisition or construction of major capital improvements. These funds do not account for capital improvements financed by the proprietary funds.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Proprietary Funds – These funds provide the same type of information as the government-wide financial statements, only in more detail. The City uses both enterprise funds and internal service funds. The basic proprietary fund financial statements can be found on pages 35-39 of this report.

- **Enterprise Funds** are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The City currently operates enterprise funds for the City-owned water system, stormwater system, public transportation system (bus and trolley system) and paid parking system, and golf course.
- **Internal Service Funds** are used to account for the central financing of goods or services provided to various departments of the City or other governments on a cost-reimbursement basis. The City currently has two internal service funds. The Fleet Services Fund provides vehicle storage, repair and maintenance. The Self-Insurance Fund was established to allow the City to supplement its regular insurance coverage. Because both of these services predominantly benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements. The combining statements for internal service funds can be found on pages 105-107 of this report.

Fiduciary Funds – These funds are used for assets the City receives wherein the City has temporary custody. Custodial funds are used to account for assets held by the City as an agent for individuals, private organizations, other governments and/or other funds and do not involve measurement of results of operations (assets equal liabilities). The basic fiduciary fund financial statements can be found on pages 41-42 of this report.

Notes to the basic Financial Statements contain additional information important to a complete understanding of the information contained in the government-wide and fund financial statements. Notes to the basic financial statements are located after the basic financial statements as listed in the table of contents.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

Park City Municipal Corporation Net Position

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Current and other assets	\$ 151,875,537	\$ 137,339,539	\$ 51,238,900	\$ 83,635,850	\$ 203,114,437	\$ 220,975,389
Capital assets	339,137,342	343,327,382	198,880,789	190,352,135	538,018,131	533,679,517
Total assets	491,012,879	480,666,921	250,119,689	243,987,985	741,132,568	754,654,906
Total deferred outflows of resources	2,201,110	2,193,872	999,227	1,121,544	3,200,337	3,315,416
Current liabilities	17,443,700	17,630,528	13,272,975	11,266,410	30,716,675	28,896,938
Noncurrent liabilities	141,842,535	157,846,816	97,426,579	102,540,907	239,269,114	260,387,723
Total liabilities	159,286,235	175,477,344	110,699,554	113,807,317	269,985,789	289,284,661
Total deferred inflows of resources	30,875,717	28,224,174	2,152,396	1,339,473	33,028,113	29,563,647
Net position						
Net investment in capital assets	219,008,250	213,716,372	206,321,749	117,863,860	425,329,999	331,580,232
Restricted	7,629,799	9,015,764	-	-	7,629,799	9,015,764
Unrestricted	76,413,988	56,427,139	(68,054,783)	12,098,879	8,359,205	68,526,018
Total net position	\$ 303,052,037	\$ 279,159,275	\$ 138,266,966	\$ 129,962,739	\$ 441,319,003	\$ 409,122,014

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At June 30, 2021, the City's assets and deferred outflows exceeded liabilities and deferred inflows by \$441,319,003, an increase of \$32.2 million from prior fiscal year. This would indicate an improved financial position in comparison to last fiscal year. At June 30, 2021, approximately 96.4 percent of these amounts are represented by the investment in capital assets, less debt still outstanding relating to acquisition of those assets (see subsections explaining capital assets and debt below). Due to the nature of these assets (long-term assets which are not readily convertible to liquid assets) they are not considered to be available for spending or appropriation. Although the City's investment in capital assets is reported net of related debt, it should be understood that the repayment of this debt does not come from the capital assets themselves, but comes from other resources. The increase in the City's net investment in capital assets of \$93.7 million was primarily due to ongoing construction of Three Kings water treatment plant, Quinn's Junction water treatment plant and SR-248 transmission lines and routine acquisitions of capital assets combined with repayments of the related debt and depreciation expense. The City also completed the construction of the SR-248 pedestrian tunnel and the Golf Maintenance Building.

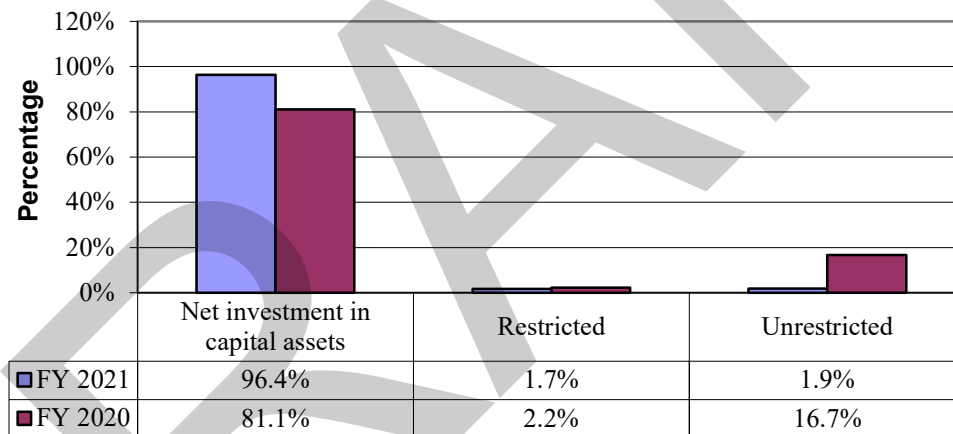
PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Restricted net position of \$7,629,799 at June 30, 2021 represents resources that are subject to external restrictions on how they may be used. The decrease in restricted net position of \$1.4 million from prior fiscal year reflects a decrease in the amount restricted for capital projects.

The other sub-classification of net position is unrestricted. The unrestricted balance of 8,359,205 at June 30, 2021 denotes that this amount may be used to meet general, on-going financial obligations without constraints established by debt covenants or other legal requirements. Unrestricted net position decreased \$60.2 million from last fiscal year. The reasons for this overall decrease are discussed in the following sections for governmental activities and business-type activities.

The following graph depicts the percentage of restricted and unrestricted net position as discussed above.

**Net Position Percentage
June 30, 2021 and 2020**



PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Park City Municipal Corporation Changes in Net Position

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>
Revenues						
Program Revenues						
Charges for services	\$ 6,794,007	\$ 8,948,665	\$ 28,961,423	\$ 29,418,875	\$ 35,755,430	\$ 38,367,540
Operating grants and contributions	3,315,938	344,543	10,654,184	5,586,097	13,970,122	5,930,640
Capital grants and contributions	2,547,350	4,636,167	5,835,341	2,286,289	8,382,691	6,922,456
General Revenues						
Property Tax	27,483,436	26,727,020	-	-	27,483,436	26,727,020
Other Taxes	28,418,997	26,011,383	8,448,444	7,560,305	36,867,441	33,571,688
Investment earnings	739,741	2,041,844	358,905	243,778	1,098,646	2,285,622
Other	3,384,084	3,007,577	203,893	572,053	3,587,977	3,579,630
Total revenues	72,683,553	71,717,199	54,462,190	45,667,397	127,145,743	117,384,596
Expenses						
General government	25,563,924	26,308,830	-	-	25,563,924	26,308,830
Public safety	7,114,475	7,438,463	-	-	7,114,475	7,438,463
Public works	6,615,287	6,794,406	-	-	6,615,287	6,794,406
Library and recreation	5,527,008	5,556,544	-	-	5,527,008	5,556,544
Interest on long-term debt	4,685,097	4,931,292	-	-	4,685,097	4,931,292
Golf course	-	-	1,774,565	1,578,559	1,774,565	1,578,559
Stormwater	-	-	1,054,170	1,276,945	1,054,170	1,276,945
Transportation and parking	-	-	18,208,111	23,485,955	18,208,111	23,485,955
Water	-	-	24,406,117	17,145,476	24,406,117	17,145,476
Total expenses	49,505,791	51,029,535	45,442,963	43,486,935	94,948,754	94,516,470
Increase in net position before transfers	23,177,762	20,687,664	9,019,227	2,180,462	32,196,989	22,868,126
Transfers	715,000	715,000	(715,000)	(715,000)	-	-
Increase in net position	23,892,762	21,402,664	8,304,227	1,465,462	32,196,989	22,868,126
Net position beginning	279,159,275	257,756,611	129,962,739	128,497,277	409,122,014	386,253,888
Net position ending	<u>\$ 303,052,037</u>	<u>\$ 279,159,275</u>	<u>\$ 138,266,966</u>	<u>\$ 129,962,739</u>	<u>\$ 441,319,003</u>	<u>\$ 409,122,014</u>

The City's overall net position increased \$32,196,989 from the prior fiscal year. The reasons for this overall increase are discussed in the following sections for governmental activities and business-type activities.

Net position from governmental activities increased \$23,892,762 in fiscal year 2021, an increase of \$2.5 million compared to prior year's change in net position, for an ending balance of \$303,052,037. The current year increase is due, in part, to a \$2.4 million increase in general sales and use, franchise and resort tax which is in line with the City's timely rebound in tourism. Additionally, total grants and contributions increased \$0.9 million. Expenses for governmental activities decreased \$1.5 million. The reasons for this decrease are discussed in the following section for governmental activities.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Net position from business-type activities increased \$8,304,227 in fiscal year 2021, an increase of \$6.8 million compared to prior year's change in net position, for an ending balance of \$138,266,966. The current year increase is due, in part, to a \$0.9 million increase in general sales and use and resort tax. Due to CARES Act funding and additional intergovernmental grants in the transportation and parking fund, operating grants and contributions increased \$5.0 million. The \$3.5 million increase in capital grants and contributions is due to a capital donation to the water and stormwater fund. Additionally, revenue from services in the transportation and parking fund decreased by \$3.8 million due, in part, to the cancellation of major events due to COVID-19, a continued moratorium on parking fees and a decrease in region transit revenue. Total expenses for business-type activities were consistent from prior year. Further details of changes in revenues and expenses are discussed in the following section for business-type activities.

Revenues – For the year ended June 30, 2021, the City's government-wide total revenues are 127,145,743, an increase of \$9.8 million from prior fiscal year's revenue of \$117,384,596.

Key elements of this change were as follows:

- Of the City's total revenues, approximately 50.6 percent resulted from taxes, of which the majority was from property and resort taxes as shown in the following table:

Government-wide Tax Revenues

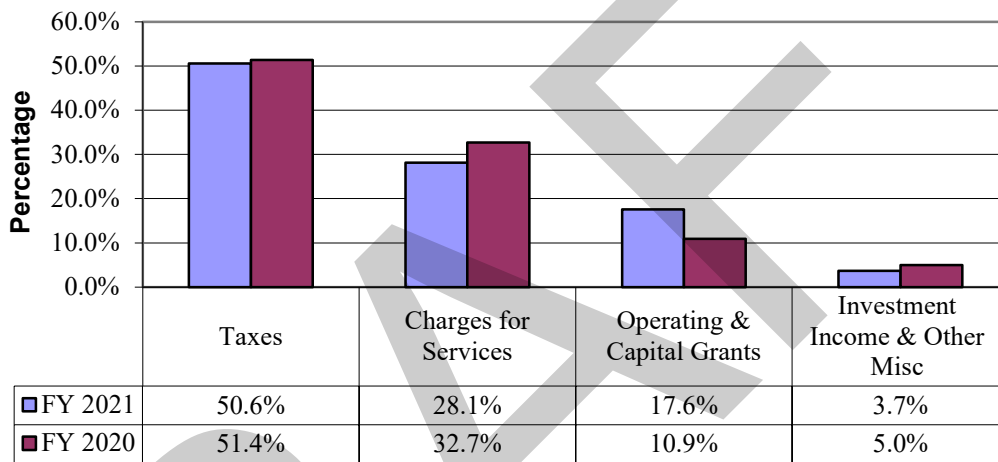
	<u>2021</u>	<u>2020</u>
Property tax, levied for general purposes	\$ 17,977,155	\$ 17,445,636
Property tax, levied for debt service	9,506,281	9,281,384
General sales and use tax	12,441,181	11,092,862
Franchise tax	3,253,431	3,161,759
Resort tax	21,172,829	19,317,067
Total	<u>\$ 64,350,877</u>	<u>\$ 60,298,708</u>

- Charges for services had a net decrease of \$2.6 million from prior fiscal year and represented 28.1 percent of total revenues. The \$2.6 million decrease was due, in part, to a \$3.8 million decrease in transit and parking revenues. Due to decreased ridership related to COVID-19 restrictions, the City received significantly less in regional transit revenue. The decrease in transportation and parking was offset by an increase in water fund revenue of \$2.5 million. The increase in water fund revenue is attributable to an increase in water service fees related to: 1) a 3% increase in water rates, 2) increased consumption in fiscal year 2021 and 3) increased regional water sales.
- Operating and capital contributions and grants increased \$9.5 million from prior fiscal year and represented 17.6 percent of total revenues. The \$9.5 million increase was due, in part, to an increase in intergovernmental contributions and CARES Act funding from the federal government.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

- Investment and other income, which is a combination of interest earnings and changes in the fair value of investments, and other miscellaneous income sources decreased \$1.2 million from the prior fiscal year and represented 3.7 percent of total revenues. The decrease is primarily due to the continuing fall of interest rates. During the year, rates in Utah State's Public Treasurer's Investment Fund dropped from 0.73 percent to 0.35 percent.

Government-Wide Revenues by Source
June 30, 2021 and 2020

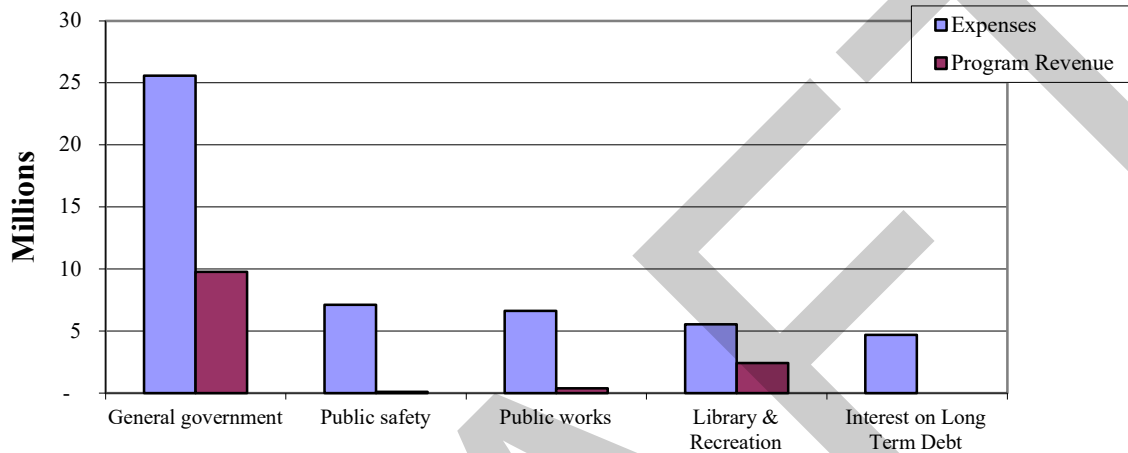


Expenses – The City's government-wide total expenses cover a range of services. For the year ended June 30, 2021, the City's total expenses were \$94,948,754 compared to the prior fiscal year of \$94,516,470. Of the \$0.4 million increase, governmental activities expenses decreased \$1.5 million, primarily due to a decrease in interest payments on long-term debt. General government, public safety, public works and library and recreation remained relatively unchanged from prior fiscal year. Business-type activities increased \$1.9 million, primarily due to a \$7.2 million increase in water fund due to an increase in non-capitalizable expenses offset by a \$5.3 million decrease in transportation and parking fund caused by decreases in salary and benefit expenses and reduced transit services. Total expenses for Golf Course Fund and Storm Water Fund remained relatively unchanged from prior fiscal year.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Governmental Activities: As shown in the chart and table below, revenues generated by the City's programs are not sufficient to cover the costs. The City relies on property taxes, sales taxes, investment income and other general revenues to cover the costs associated with the various programs.

Governmental-Type Activities Program Revenue and Expenses



Park City Municipal Corporation Costs of Government Activities

	Total Cost of Services		Net Cost of Services	
	2021	2020	2021	2020
General government	\$ 25,563,924	\$ 26,308,830	\$ 15,801,395	\$ 15,011,126
Public safety	7,114,475	7,438,463	7,008,101	7,351,939
Public works	6,615,287	6,794,406	6,240,568	6,144,127
Library and recreation	5,527,008	5,556,544	3,113,335	3,661,676
Interest on long term debt	4,685,097	4,931,292	4,685,097	4,931,292
Total	\$ 49,505,791	\$ 51,029,535	\$ 36,848,496	\$ 37,100,160

The City's governmental activities increased net position by \$23.9 million. Key elements of this increase were as follows:

Revenue Highlights:

- Taxes comprise the largest source of revenue for the City's governmental activities: \$55,902,433 or 76.9 percent in fiscal year 2021 of total governmental activities revenues, an increase of \$3.2 million from prior fiscal year. This increase is primarily related to an increase in general sales and use tax and resort revenues. Park City saw a dramatic increase in tourism due to people looking for outdoor recreation opportunities during the COVID-19 pandemic. Of total taxes, real property taxes are \$27,483,436 or 37.8 percent in fiscal year 2021.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

- Charges for services were \$6,794,007 and represented 9.3 percent of total governmental activities revenues in fiscal year 2021, and a decrease of \$2.2 million from prior fiscal year. In the prior fiscal year, the City had a large building permit payment related to the construction of 3 Kings Water Treatment Plant. There was no such activity in fiscal year 2021.
- Total governmental operating and capital grant and contribution revenues were \$5,863,288, representing 8.1 percent of total governmental activities revenue in fiscal year 2021, and a net increase of \$0.9 million from prior fiscal year. The net increase was the result of the receipt of CARES Act funds of \$3.2 million and a reduction in grants for government projects no longer in progress in the current year.

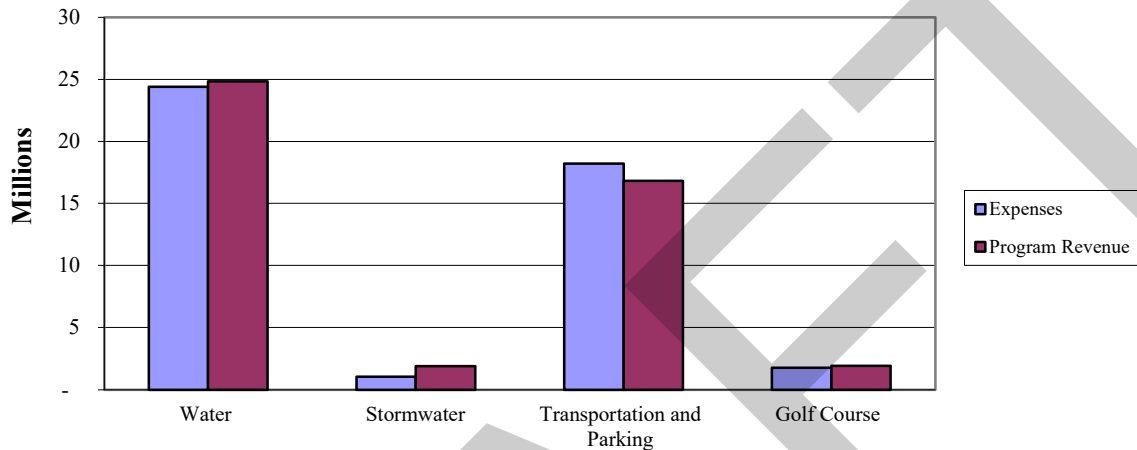
Expense Highlights:

- General government expenses were \$25,563,924 in fiscal year 2021, representing 51.6 percent of total governmental expense and a increase of \$3.4 million from prior fiscal year. The decrease is due, in part, to recession planning budget cuts. All departments were asked to reduce budgets in the current fiscal year in response to the pandemic. General government includes City Council, Mayor, City Attorney, Human Resources, Technical and Customer Services, Budget, Debt and Grants, Building, Economy, Community and Environment, Planning, Engineering, Finance, Quinns Recreation Complex, Lower Park Avenue Redevelopment Agency, Main Street Redevelopment Agency, and Non-departmental.
- Public Safety expenses were \$7,114,475 in fiscal year 2021, representing 14.4 percent of total governmental expense. Public Safety expenses were consistent from prior fiscal year.
- Public Works expenses were \$6,615,287 in fiscal year 2021, representing 13.4 percent of total governmental expense. Public Works expenses were consistent from prior fiscal year.
- Library and Recreation expenses were \$5,527,008 in fiscal year 2021, representing 11.2 percent of total governmental expenses. Library and Recreation expenses were consistent from prior fiscal year.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Business-type Activities: As show in the chart and table below program revenues generated by the Water, Stormwater and Golf Course funds are sufficient to cover the costs of service. The Transportation and Parking fund relies on miscellaneous revenues and contributions and fund balances to cover the service costs.

Business-Type Funds Program Revenues and Expenses



Park City Municipal Corporation Costs of Business-Type Activities

	Total Cost of Services		Net Cost of Services	
	2021	2020	2021	2020
Golf Course Fund	\$ 1,774,565	\$ 1,578,559	\$ 147,683	\$ 346,038
Stormwater Fund	1,054,170	1,276,945	829,618	(160,572)
Transportation and Parking Fund	18,208,111	23,485,955	(1,394,791)	9,180,300
Water Fund	24,406,117	17,145,476	425,475	(3,170,092)
Total	\$ 45,442,963	\$ 43,486,935	\$ 7,985	\$ 6,195,674

The City's business-type activities increased net position by \$8.3 million. Key elements of this increase were as follows:

Revenue Highlights:

- Charges for services for business-type activities were \$28,961,423, representing 53.2 percent of total business-type revenue, a net decrease of 0.5 million from prior fiscal year. A significant portion of the decrease is related to a continuation of the parking fee moratorium the City began in March 2020. The moratorium was lifted halfway through the current fiscal year. Many major events that traditionally brings in higher parking fees were cancelled. Additionally, the City received \$2.8 million less in regional transit revenue due to COVID restrictions and decreased ridership. Water revenue increased \$2.6 million from prior year. The increase in water fund revenue is attributable to an increase in water service fees related to: 1) a 3% increase in water rates, 2) increased consumption in fiscal year 2021 and 3) increased regional water sales.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

- Operating and capital grants and contributions were \$16,489,525 representing 30.3 percent of total business-type revenue, an increase of approximately \$8.6 million from prior fiscal year. Part of the increase is attributable to developer donated assets to the water and stormwater fund in the amount of \$2.4 million. The remaining increase is due to intergovernmental grants received by the transportation and parking fund.
- Combined general sales and use tax and resort tax revenue were \$8,448,444, representing 15.5 percent of total business-type revenue, an increase of approximately \$0.9 million from prior fiscal year. Despite the cancellation or reduction of perennial special events, the City saw an increase in tourism due to people looking for outdoor recreation opportunities during the COVID-19 pandemic which brought in higher than expected taxes. Park City has approximately 400 miles of hiking and biking trails which makes is a desirable location for outdoor recreation.

Expense Highlights:

- Salaries and benefits for business-type activities were \$12.7 million representing 30.8 percent of total business-type operating expenses, a decrease of approximately \$3.0 million from prior fiscal year. The most significant portion of the decrease is from the transportation and parking fund which had a decrease of \$2.7 million from prior year. Due to decrease demand in public transportation related to COVID-19 precautions, the transit department reduced staff through natural attrition without replacing vacant positions.
- Supplies, maintenance and service expense were \$19.7 million representing 48.0 percent of total business-type operating expenses, an increase of \$4.9 million from prior fiscal year. Water Fund expenses for supplies, maintenance and services increased by \$7.0 million from prior fiscal year. The increase is due to noncapitalizable expenses related to a regional water agreement. The City entered into an agreement to pay for a portion of the construction costs but does not have ownership of the assets. This increase was offset by a \$2.1 million decrease in the transportation and parking fund due to a decrease in regional transit operations.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

Governmental Funds: The focus of the City's governmental funds is to provide information on near-term inflows, outflows and balances of resources available for appropriation. Such information is useful in assessing the City's financing requirements. GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, establishes criteria for classifying fund balances into specifically defined classifications and clarifies definitions for governmental funds. GASB Statement No. 54 requires that the fund balances be classified into categories based upon the type of restrictions imposed on the use of funds. The City classified fund balances into the following five categories: nonspendable, restricted, committed, assigned and unassigned. In particular, unassigned fund balance is a useful measure of the City's net resources available for spending at the end of the fiscal year. More detailed information about GASB Statement No. 54 is presented in Note A, Section 5, on page 47.

As of June 30, 2021, the aggregate fund balance of the City's governmental funds was \$119,584,854, an increase of \$14,442,997 million in comparison with the fiscal year ended June 30, 2020. In fiscal year 2021, \$13,644,638 or 11.4 percent of this amount is in unassigned fund balance. Unassigned fund balance category is available for appropriation by the City Council at their discretion.

Nonspendable fund balance includes amounts that cannot be spent because they are either not in spendable form or legally or contractually required to remain intact. Nonspendable fund balance is \$51,697 in fiscal year 2021, consistent from prior year.

Restricted fund balance has externally enforceable limitations on use and is not available for new spending. Restricted fund balance is \$33,287,521 in fiscal year 2021, a decrease of \$1.0 million from prior fiscal year. Restricted capital improvement funds will be used to pay for several large dollar construction projects in future fiscal years.

The remainder of the fund balance of \$72,600,998 is committed. Of the total committed fund balance, \$68,180,079 is committed to capital projects, \$2,222,710 is committed to debt service and \$2,198,209 is committed to economic development.

The **General Fund** is the principal operating fund of the City. A recent change to the Utah State code establishes a 5.0 percent minimum (\$2,028,156) and a 35.0 percent maximum (\$14,197,089) limit to the amount that may be accumulated as the fund balance in the General Fund. As of June 30, 2021 the unassigned fund balance of the General Fund was \$13,644,638 and was \$552,451 below the 35.0 percent limit. The unassigned fund balance increase by \$5,832,761 in 2021.

As of June 30, 2021, the restricted fund balance in the **Capital Improvements Fund** was \$7,570,859 and the committed fund balance was \$61,152,617, a decrease of \$1.4 million and an increase of \$8.2 million, respectively. The restricted balance is the amount of unspent general obligation bond proceeds, B&C road funds and impact fees that are restricted to projects certain projects. This amount will decrease as bond funds are spent each year. The committed balance is

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

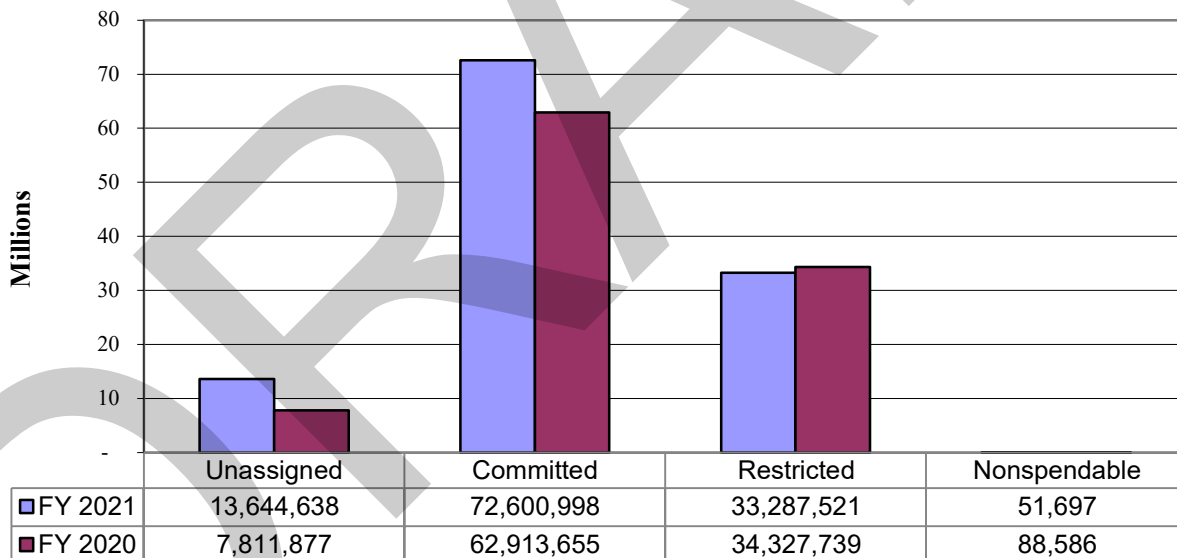
the amount of funds budgeted for capital projects. This amount will change based on current projects approved by City Council.

As of June 30, 2021, the restricted fund balance in the **Sales Tax Revenue and Refunding Bonds Debt Service Fund** was \$25,657,024 and the committed fund balance was \$626,955. The fund balances remained constant from prior fiscal year. The restricted balance is the amount held in trust by a third party to either make bond payments or hold in reserve until the City requisitions the funds for expenditures made on approved projects identified in the bond agreements. The committed balance is the amount of funds budgeted for capital projects. This amount will change based on current projects approved by City Council.

As of June 30, 2021, the restricted fund balance in the **General Obligation Bonds Debt Service Fund** was \$698 and the committed fund balance was \$1,595,755. The fund balances remained constant from prior fiscal year. The restricted balance is the amount held in trust by a third party to make bond payments. The committed balance is the amount of funds budgeted for capital projects. This amount will change based on current projects approved by City Council.

ANALYSIS OF INDIVIDUAL FUNDS

General Fund Components of Fund Balance
June 30, 2021 and 2020



PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Proprietary Funds: The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Net position of the City's enterprise funds totaled \$138,274,506 at June 30, 2021, as compared to \$129,983,257 at the end of fiscal year 2020. Net position at the end of fiscal year 2021 and 2020 for each of these funds were:

Park City Municipal Corporation Proprietary Funds

	<u>Net Position</u>		<u>Change</u>
	<u>2021</u>	<u>2020</u>	
Water	\$ 71,004,877	\$ 70,959,443	\$ 45,434
Stormwater	9,729,686	8,890,568	839,118
Transportation and parking	54,481,178	47,280,460	7,200,718
Golf course	3,058,765	2,852,786	205,979
Total	<u>\$ 138,274,506</u>	<u>\$ 129,983,257</u>	<u>\$ 8,291,249</u>

The increase in net position from the prior fiscal year was \$8.3 million as compared to an increase of \$1.6 million in fiscal year 2020. Operating revenues decreased \$0.7 million as compared to an increase of \$2.9 million in fiscal year 2020. The Transportation and Parking Fund operating revenues decreased \$3.8 million attributable to two main factors, a decrease in parking fee and permit revenue caused by the moratorium on parking fees and the cancellation of special events and a decrease in regional transit revenue in the amount of \$2.8 million. The Water Fund operating revenues increased \$2.6 million. The increase in water fund revenue is attributable to an increase in water service fees related to: 1) a 3% increase in water rates, 2) increased consumption in fiscal year 2021 and 3) increased regional water sales. The Golf Fund operating revenues increased \$0.4 million. This increase is due to higher demand of the City's golf course as people looked for outdoor recreation activities during COVID-19. The Stormwater operating revenues remained relatively flat.

Water Fund net investment in capital assets increased by \$90.5 million, and unrestricted net position decreased by \$90.4 million resulting in a slight increase in net position from prior year. The increase in net investment in capital assets was due to the net of acquisition of capital assets related to ongoing water treatment plant construction, repayment of related debt, and depreciation expense.

Stormwater Fund net investment in capital assets increased by \$0.3 million from prior fiscal year, and unrestricted net position increased by \$0.5 million. The increase was due to a capital asset donation made to the City in the current year.

In the Golf Course Fund both net investment in capital assets and unrestricted net position remained constant from prior fiscal year.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Transportation and Parking Fund net investment in capital assets decreased by \$2.2 million and unrestricted net position increased by \$9.4 million resulting in a net increase of total net position of approximately \$7.2 million. The decrease in net investment in capital assets was due, in part, to current year depreciation expense. The increase in unrestricted net position was due, in part, to the receipt of current year intergovernmental grants of \$11.0 million.

GENERAL FUND BUDGETARY HIGHLIGHTS

Park City budgets for full-time regular positions at the maximum wage each position could earn for a full 40 hours per week for 52 weeks. However, due to vacant positions and some employees being paid below the maximum allowed for a position, at any given time during the year, the City spends approximately 7.0 percent less than is budgeted for personnel. This is referred to as the vacancy factor. The majority of the adjustments in the budget this fiscal year were due to the vacancy factor.

Differences between the original budget and the final amended budget for expenditures of \$4,063,320 (net increase) can be briefly summarized as follows:

- \$4.4 million increase in appropriations for general government was, in part, to reflect the receipt of CARES Act funding in the amount of \$3.2 million. The City, in turn, disbursed these funds in the amount of \$2.2 million as subrecipient grants to local businesses and nonprofit organizations. The remaining \$1.0 million in CARES Act funding was budgeted to defray the costs of the COVID-19 emergency response. The remaining difference is due to a budget adjustment in the vacancy factor as mentioned above. All other appropriation budget changers were minimal and related to normal fluctuations in operations and internal service charges.

Total actual expenditures came in \$3,458,781 below the final budget. All departments remained within their legal spending authority. The differences between actual and the final budget can be briefly summarized as follows:

- The final budget was \$2.8 million more than the actual expenditures in general government which can be attributed to higher than expected revenues from sales and resort taxes as mentioned above.
- The final budget was comparable to actual expenditures in public safety.
- The final budget was \$0.4 million more than actual expenditures in public works. The variance is attributable, in large part, to a decrease in salaries and benefits expenditures.
- The final budget was comparable to actual expenditures in library and recreation.

Actual revenues of \$40,563,113 were \$1.9 million more than the budgeted revenues of \$38,644,084. See Note O-Budget Reconciliation on page 84 of this report.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets: The City's investment in capital assets for its governmental and business-type activities totaled \$538,018,131 (net of \$241,462,862 accumulated depreciation) at June 30, 2021, as compared to \$503,679,517 (net of \$229,927,313 accumulated depreciation) at June 30, 2020. This investment in capital assets includes land and water rights, buildings, improvements other than buildings, vehicles and equipment, art, intangibles, infrastructure, right to use assets, and construction in progress.

Major capital asset additions during the year ended June 30, 2021 included:

Governmental Activities:

- \$2.2 million for old bus barn improvements
- \$2.1 million for Arts and Culture District
- \$1.4 million for Prospector Ave landscape
- \$4.0 million for SR-248 pedestrian tunnel

Business-type Activities:

- \$1.7 million for water system optimization
- \$34.0 million for 3 Kings Water Treatment Plant
- \$11.9 million for Quinn's Junction Water Treatment Plant upgrades
- \$4.0 million for SR-248 transmission lines
- \$1.9 million for Park City Heights water tank

Park City Municipal Corporation Capital Assets (net of depreciation/amortization)

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Land and water rights	\$ 243,725,614	\$ 243,725,614	\$ 22,337,188	\$ 22,337,188	\$ 266,062,802	\$ 266,062,802
Infrastructure	118,551,560	116,996,680	-	-	118,551,560	116,996,680
Buildings	49,999,600	50,511,492	40,084,558	26,241,328	90,084,158	76,752,820
Art	808,389	808,389	117,850	109,214	926,239	917,603
Improvements other than buildings	48,067,486	41,776,647	121,590,828	114,679,866	169,658,314	156,456,513
Vehicles and equipment	16,350,552	15,724,692	39,741,642	36,779,690	56,092,194	52,504,382
Construction in progress	5,473,653	12,022,654	60,243,372	39,504,678	65,717,025	51,527,332
Intangibles	8,921,259	8,921,259	86,455	86,455	9,007,714	9,007,714
Right to use asset	-	-	3,380,984	3,380,984	3,380,984	3,380,984
Accumulated depreciation	(152,760,771)	(147,160,045)	(88,702,088)	(82,767,268)	(241,462,859)	(229,927,313)
Total Assets	\$ 339,137,342	\$ 343,327,382	\$ 198,880,789	\$ 160,352,135	\$ 538,018,131	\$ 503,679,517

Additional information on the City's capital assets can be found in Note D-Capital Assets on pages 57-58 of this report.

PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

Long-term Debt: At June 30, 2021, the City had \$250,958,188 in long-term debt, an decrease of 5.8 percent from fiscal year 2020. Of this amount, \$82,962,508 is considered to be general obligation debt and backed by the full faith and credit of the City. Debt that is secured solely by specific revenue sources is \$164,956,006. Additionally, as discussed in Note E, the City has a contract payable for \$3,039,674.

The City's general obligation bonds, including the recent 2020 Series Bond, were assigned a rating by Moody's of Aaa, and confirmed at AA+ by Standard and Poor's and AA+ by Fitch. Standard and Poor's has assigned a rating of AA- to the most recent Series 2015, 2017 and 2019 Sales Tax Revenue Bonds. The City's 2013, 2014 and 2020 Water Revenue Bonds are rated Aa2 by Moody's and AA by Standard and Poor's. The City's long-term debt for the fiscal years 2021 and 2020 were as follows:

Park City Municipal Corporation Outstanding Debt

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Total</u>	
	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>	<u>2021</u>	<u>2020</u>
General obligation bonds	\$ 82,962,508	\$ 89,738,177		\$ -	\$ 82,962,508	\$ 89,738,177
Revenue bonds	67,946,810	73,389,583	97,009,196	100,237,316	164,956,006	173,626,899
Contract payable		-	3,039,674	3,180,985	3,039,674	3,180,985
Total debt	<u>\$ 150,909,318</u>	<u>\$ 163,127,760</u>	<u>\$ 100,048,870</u>	<u>\$ 103,418,301</u>	<u>\$ 250,958,188</u>	<u>\$ 266,546,061</u>

The State of Utah mandates a general obligation debt limit of 4.0 percent of total assessed value of \$10,540,026,000. The current limitation for the City is \$421,601,040 which is significantly in excess of the City's outstanding general obligation debt. The City's net debt subject to this limitation was \$82,962,508 or 19.68 percent of total assessed value, leaving the amount available for future indebtedness at \$338,638,532. See Schedule 17 on page 126 of this report.

More detailed information about the City's long-term liabilities is presented in Note E-Long-term Obligations on pages 59-68 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

- As of June 2021, the unemployment rate for Summit County (of which Park City is the largest city) was 2.4 percent compared with the State unemployment rate of 2.7 percent, and a national rate of 5.9 percent. This compares with a rate of 9.8 percent for Summit County in June 2020. (Sources: Utah Dept. of Workforce Services and Bureau of Labor Statistics)
- The fiscal year 2021 City budget does not include a property tax increase. The City Council recently adopted the certified tax rate for the General Fund. In accordance with Utah Statutes, the certified tax rate is intended to generate the same amount of property tax revenue as was received the prior fiscal year plus revenue for "new growth" occurring in the City. All other revenue sources have been estimated on a conservative basis using a multi-year trend analysis and assuming significant changes in the local economy due to ongoing COVID-19 impacts. The City's approach to budgeting includes preparation of a five-year

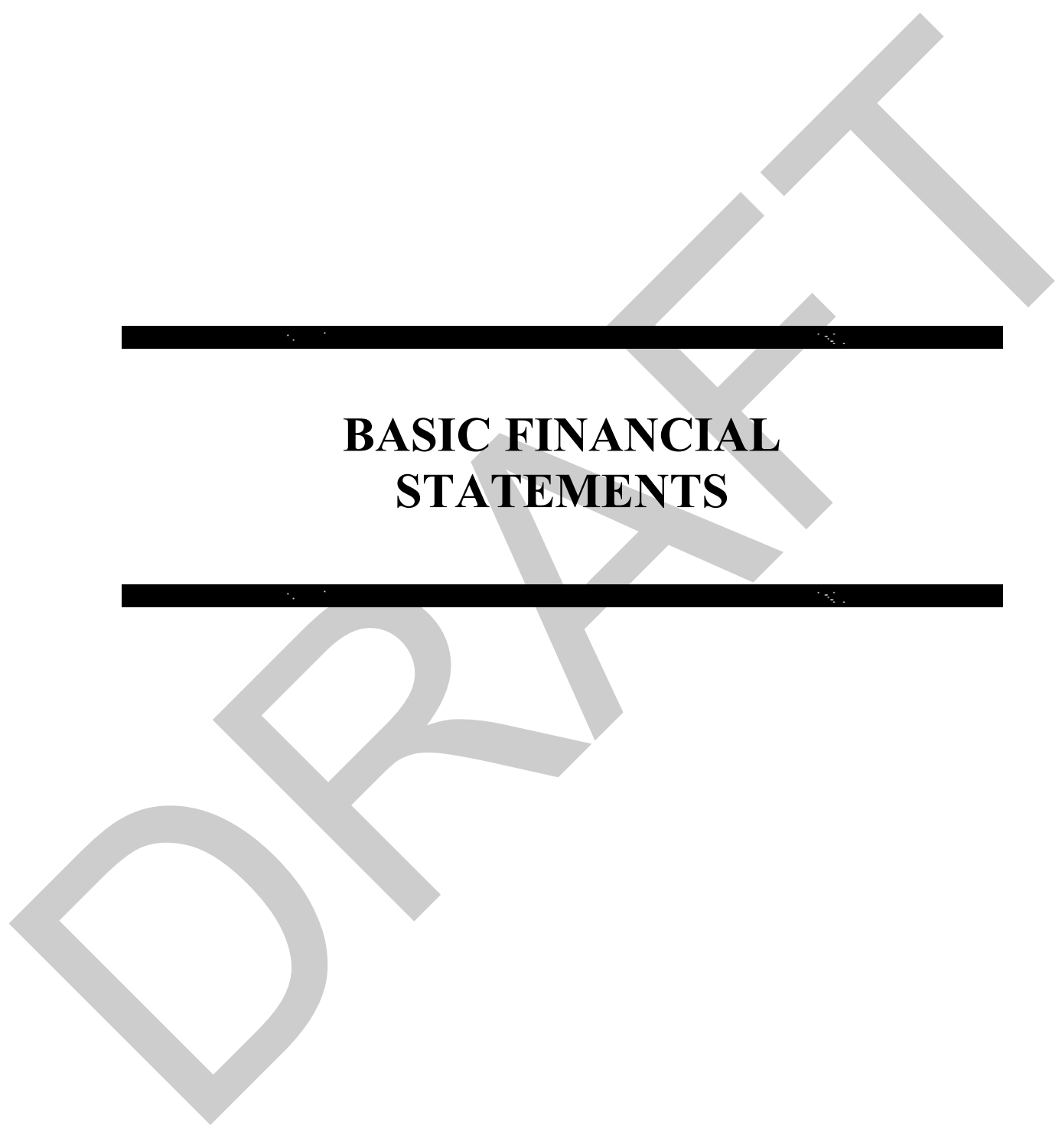
PARK CITY MUNICIPAL CORPORATION, UTAH
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED), Continued
June 30, 2021

capital plan. The long-term nature of the City's financial planning system allows decision makers to better understand the true effect of policy decisions. One of the most powerful aspects of the multi-year financial planning is its capability to recognize trends over time and begin at an early point to consider the necessary steps to alter the long-term forecasted position of the City.

- The rates and fees for most services remained constant for fiscal year 2022 compared with the prior fiscal year. The most significant changes in rates were in the Water and Stormwater Funds. In the Water Fund the water base rate was increased 3.0 percent, a 10.0 percent increase to the irrigation base rate. The energy surcharge remained flat at \$0.55 per 1,000 gallons from prior fiscal year. In the Stormwater Fund the Equivalent Surface Unit (ESU) charge increased 3.0 percent. The City anticipates rate increases each year over the next several years in order to provide adequate working capital necessary to maintain the water and stormwater systems.

Contacting City Management

This financial report is designed to give its readers a general overview of the City's finances. Questions regarding any information contained in this report or requests for additional financial information should be addressed to Park City Municipal Corporation, Finance and Accounting Department at P.O. Box 1480, Park City, Utah 84060-1480.



BASIC FINANCIAL STATEMENTS

Park City Municipal Corporation
Statement of Net Position
June 30, 2021

		Primary Government	
	Governmental Activities	Business-type Activities	Total
ASSETS			
Current assets:			
Cash, cash equivalents and investments	\$ 85,233,832	\$ 25,249,955	\$ 110,483,787
Restricted cash and cash equivalents, fiscal agent	25,758,252	11,923,499	37,681,751
Restricted cash, cash equivalents and investments, other	9,470,859	-	9,470,859
Taxes receivable	29,769,592	1,101,022	30,870,614
Accounts receivable	532,019	10,383,566	10,915,585
Notes receivable	250,493	-	250,493
Inventories	247,998	816,129	1,064,127
Prepays	27,801	1,186,898	1,214,699
Internal balances	7,540	(7,540)	-
Total current assets	151,298,386	50,653,529	201,951,915
Noncurrent assets:			
Notes receivable	7,668	-	7,668
Prepays	-	573,314	573,314
Land and water rights	243,725,614	22,337,188	266,062,802
Construction in progress	5,473,653	60,243,372	65,717,025
Art	808,389	117,850	926,239
Right to use asset	-	3,254,198	3,254,198
Buildings	31,210,083	30,791,929	62,002,012
Improvements other than buildings	22,914,332	63,856,516	86,770,848
Vehicles and equipment	5,285,415	18,268,175	23,553,590
Infrastructure	21,176,661	-	21,176,661
Intangibles	8,543,195	11,561	8,554,756
Net pension asset	569,483	12,057	581,540
Total noncurrent assets	339,714,493	199,466,160	539,180,653
Total assets	491,012,879	250,119,689	741,132,568
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows of resources related to pensions	2,201,110	999,227	3,200,337
Total deferred outflows of resources	2,201,110	999,227	3,200,337
Total assets and deferred outflows of resources	493,213,989	251,118,916	744,332,905
LIABILITIES			
Current liabilities:			
Accounts payable	1,407,674	7,352,897	8,760,571
Accrued liabilities	4,541,290	2,709,994	7,251,284
Contract payable	-	143,918	143,918
Compensated absences	674,736	271,166	945,902
General obligation bonds	6,300,000	-	6,300,000
Revenue bonds	4,520,000	2,795,000	7,315,000
Total current liabilities	17,443,700	13,272,975	30,716,675
Noncurrent liabilities:			
Contract payable	-	2,895,756	2,895,756
Compensated absences	201,543	80,998	282,541
General obligation bonds	76,662,508	-	76,662,508
Revenue bonds	63,426,810	94,214,196	157,641,006
Net pension liability	1,551,674	235,629	1,787,303
Total noncurrent liabilities	141,842,535	97,426,579	239,269,114
Total liabilities	159,286,235	110,699,554	269,985,789
DEFERRED INFLOWS OF RESOURCES			
Property taxes	25,035,612	-	25,035,612
Deferred gain on refunding	281,492	207,255	488,747
Deferred inflows of resources related to pensions	5,558,613	1,945,141	7,503,754
Total deferred inflows of resources	30,875,717	2,152,396	33,028,113
Total liabilities and deferred inflows of resources	190,161,952	112,851,950	303,013,902
NET POSITION			
Net investment in capital assets	219,008,250	206,321,749	425,329,999
Restricted for:			
Capital projects	7,570,859	-	7,570,859
Other	58,940	-	58,940
Unrestricted	76,413,988	(68,054,783)	8,359,205
Total net position	\$ 303,052,037	\$ 138,266,966	\$ 441,319,003

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Statement of Activities
For the Year Ended June 30, 2021

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Total	
					Governmental Activities	Business-type Activities		
Primary government:								
Governmental activities:								
General government	\$ 25,563,924	\$ 4,442,102	\$ 3,215,100	\$ 2,105,327	\$ (15,801,395)	\$ -	\$ (15,801,395)	
Public safety	7,114,475	6,062	94,745	5,567	(7,008,101)	-	(7,008,101)	
Public works	6,615,287	-	-	374,719	(6,240,568)	-	(6,240,568)	
Library and recreation	5,527,008	2,345,843	6,093	61,737	(3,113,335)	-	(3,113,335)	
Interest on long-term debt	4,685,097	-	-	-	(4,685,097)	-	(4,685,097)	
Total governmental activities	49,505,791	6,794,007	3,315,938	2,547,350	(36,848,496)	-	(36,848,496)	
Business-type activities:								
Golf Course Fund	1,774,565	1,922,248	-	-	-	147,683	147,683	
Stormwater Fund	1,054,170	1,480,432	-	403,356	-	829,618	829,618	
Transportation and Parking Fund	18,208,111	4,441,511	10,654,184	1,717,625	-	(1,394,791)	(1,394,791)	
Water Fund	24,406,117	21,117,232	-	3,714,360	-	425,475	425,475	
Total business-type activities	45,442,963	28,961,423	10,654,184	5,835,341	-	7,985	7,985	
Total primary government	\$ 94,948,754	\$ 35,755,430	\$ 13,970,122	\$ 8,382,691	(36,848,496)	7,985	(36,840,511)	
General revenues:								
Property tax, levied for general purposes					17,977,155	-	17,977,155	
Property tax, levied for debt service					9,506,281	-	9,506,281	
General sales and use tax					7,161,106	5,280,075	12,441,181	
Franchise tax					3,253,431	-	3,253,431	
Resort tax					18,004,460	3,168,369	21,172,829	
Investment earnings					739,741	358,905	1,098,646	
Miscellaneous					4,170,268	171,514	4,341,782	
Gain/(loss) on sale of capital assets					(786,184)	32,379	(753,805)	
Transfers					715,000	(715,000)	-	
Total general revenues and transfers					60,741,258	8,296,242	69,037,500	
Change in net position					23,892,762	8,304,227	32,196,989	
Net position - beginning					279,159,275	129,962,739	409,122,014	
Net position - ending					\$ 303,052,037	\$ 138,266,966	\$ 441,319,003	

The notes to the financial statements are an integral part of this statement.

GOVERNMENTAL FUNDS

Major Funds

General Fund - Accounts for all activities not accounted for by other funds of the City. The General Fund accounts for the normal recurring activities of the City, (*i.e.*, public safety, public works, library, recreation, general government, *etc.*). The principal sources of revenue for this fund are property taxes, sales and use taxes and franchise taxes.

Debt Service - Sales Tax Revenue and Refunding Bonds Fund - Accounts for the accumulation of money for the repayment of the 2014A and B, 2015, 2017 and 2019 Sales Tax Revenue and Refunding Bonds.

Debt Service - Park City General Obligation Bonds Fund - Accounts for the accumulation of money for the repayment of 2013A, 2017, 2019 and 2020 General Obligation Bonds. The principal source of revenue is property tax.

Capital Projects - Capital Improvements Fund - Accounts for the acquisition or construction of major capital projects not accounted for in the proprietary funds. The Capital Improvements Fund is used to account for capital projects of the City's general government.

**Park City Municipal Corporation
Balance Sheet
Governmental Funds
June 30, 2021**

	General Fund	Capital Improvements Fund	Sales Tax Revenue and Refunding Bonds Debt Service Fund	Park City General Obligation Bonds Debt Service Fund	Total Nonmajor Funds	Total Governmental Funds
ASSETS						
Cash, cash equivalents and investments	\$ 12,273,405	\$ 58,403,602	\$ 626,955	\$ 1,596,755	\$ 9,233,749	\$ 82,134,466
Restricted cash, cash equivalents and investments, fiscal agent	-	100,530	25,657,024	698	-	25,758,252
Restricted cash, cash equivalents and investments, other	-	9,470,859	-	-	-	9,470,859
Taxes receivable	13,190,687	1,042,760	-	9,497,688	5,027,635	28,758,770
Accounts receivable	79,463	359,655	-	-	21,646	460,764
Notes receivable	-	258,161	-	-	-	258,161
Inventory	27,686	-	-	-	-	27,686
Prepays	27,801	-	-	-	-	27,801
Total assets	<u>\$ 25,599,042</u>	<u>\$ 69,635,567</u>	<u>\$ 26,283,979</u>	<u>\$ 11,095,141</u>	<u>\$ 14,283,030</u>	<u>\$ 146,896,759</u>
LIABILITIES						
Accounts payable	\$ 598,051	\$ 653,930	\$ -	\$ 1,000	\$ 35,876	\$ 1,288,857
Accrued liabilities	714,275	-	-	-	15,000	729,275
Total liabilities	<u>1,312,326</u>	<u>653,930</u>	<u>-</u>	<u>1,000</u>	<u>50,876</u>	<u>2,018,132</u>
DEFERRED INFLOWS OF RESOURCES						
Unavailable revenue-property tax	10,531,441	-	-	9,497,688	5,006,483	25,035,612
Unavailable revenue-notes	-	258,161	-	-	-	258,161
Total deferred inflow of resources	<u>10,531,441</u>	<u>258,161</u>	<u>-</u>	<u>9,497,688</u>	<u>5,006,483</u>	<u>25,293,773</u>
Total liabilities and deferred inflows of resources	<u>11,843,767</u>	<u>912,091</u>	<u>-</u>	<u>9,498,688</u>	<u>5,057,359</u>	<u>27,311,905</u>
FUND BALANCES						
Nonspendable						
Prepays	24,011	-	-	-	-	24,011
Inventory	27,686	-	-	-	-	27,686
Restricted						
Capital projects	-	7,570,859	24,955,455	-	-	32,526,314
Debt service	-	-	701,569	698	-	702,267
Drug and tobacco enforcement	58,940	-	-	-	-	58,940
Committed						
Capital projects funds	-	61,152,617	-	-	7,027,462	68,180,079
Debt service funds	-	-	626,955	1,595,755	-	2,222,710
Economic development	-	-	-	-	2,198,209	2,198,209
Unassigned	13,644,638	-	-	-	-	13,644,638
Total fund balances	<u>\$ 13,755,275</u>	<u>\$ 68,723,476</u>	<u>\$ 26,283,979</u>	<u>\$ 1,596,453</u>	<u>\$ 9,225,671</u>	<u>\$ 119,584,854</u>
Total liabilities and fund balances	<u>\$ 25,599,042</u>	<u>\$ 69,635,567</u>	<u>\$ 26,283,979</u>	<u>\$ 11,095,141</u>	<u>\$ 14,283,030</u>	<u>\$ 146,896,759</u>

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Reconciliation of the Balance Sheet - Governmental Funds
to the Statement of Net Position
June 30, 2021

Fund balances of governmental funds		\$119,584,854
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the funds.		339,137,342
Other long-term assets are not available to pay for current period expenditures and, therefore, are not reported in the funds:		
Taxes receivable	1,010,822	
Interest receivable	14,311	
Net pension asset	519,408	
		1,544,541
Internal service funds are used by management to charge the costs of certain activities, such as insurance to individual funds. The assets, deferred outflows of resources, and liabilities and deferred inflows of resources of certain internal service funds are included in governmental activities in the statement of net position.		2,027,539
Certain items not accounted for as unavailable under accrual accounting.		258,161
Pollution remediation liability not reported in the funds.		(1,272,000)
Noncurrent liabilities, including bonds payable and net pension obligations, are not due and payable in the current period and, therefore, are not reported in the funds. Noncurrent liabilities at year-end consist of:		
Compensated absences	(821,965)	
Revenue bonds	(62,070,000)	
General obligation bonds	(73,885,000)	
Deferred bond premiums	(14,954,318)	
Accrued interest on the bonds	(1,523,387)	
Net pension liability	(1,527,592)	
		(154,782,262)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the funds:		
Deferred gain on debt refunding	(281,492)	
Deferred outflows of resources related to pensions	2,117,159	
Deferred inflows of resources related to pensions	(5,281,805)	
		(3,446,138)
Net position of governmental activities		<u>\$303,052,037</u>

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2021

	General Fund	Capital Improvements Fund	Sales Tax Revenue and Refunding Bonds Debt Service Fund	Park City General Obligation Bonds Debt Service Fund	Total Nonmajor Funds	Total Governmental Funds
REVENUES						
Taxes and special assessments	\$ 30,378,417	\$ 11,049,559	\$ -	\$ 9,506,281	\$ 1,166,151	\$ 52,100,408
Licenses and permits	3,350,157	-	-	-	-	3,350,157
Intergovernmental	3,313,667	1,536,533	-	-	3,904,072	8,754,272
Charges for services	3,031,107	-	-	-	-	3,031,107
Fines and forfeitures	25,900	-	-	-	-	25,900
Investment income	139,308	413,032	148,093	1,209	38,099	739,741
Impact fees	-	386,843	-	-	-	386,843
Rental and other	196,277	800,441	-	-	-	996,718
Miscellaneous	128,280	1,069,020	-	-	-	1,197,300
Total revenues	<u>40,563,113</u>	<u>15,255,428</u>	<u>148,093</u>	<u>9,507,490</u>	<u>5,108,322</u>	<u>70,582,446</u>
EXPENDITURES						
Current:						
General government	19,264,758	-	-	-	-	19,264,758
Public safety	6,698,058	-	-	-	-	6,698,058
Public works	5,694,072	-	-	-	-	5,694,072
Library and recreation	4,327,567	-	-	-	-	4,327,567
Economic development	-	-	-	-	916,602	916,602
Debt service:						
Interest	-	-	2,587,172	3,483,316	-	6,070,488
Principal retirement	-	-	4,855,000	6,030,000	-	10,885,000
Capital outlay	-	6,445,352	-	-	456,074	6,901,426
Total expenditures	<u>35,984,455</u>	<u>6,445,352</u>	<u>7,442,172</u>	<u>9,513,316</u>	<u>1,372,676</u>	<u>60,757,971</u>
Excess (deficiency) of revenues over expenditures	<u>4,578,658</u>	<u>8,810,076</u>	<u>(7,294,079)</u>	<u>(5,826)</u>	<u>3,735,646</u>	<u>9,824,475</u>
OTHER FINANCING SOURCES (USES)						
Sale of capital assets	-	1,618,874	-	-	299,801	1,918,675
Transfers in	2,724,847	-	7,438,866	-	5,752,670	15,916,383
Transfers out	(1,507,633)	(3,589,254)	-	-	(8,119,649)	(13,216,536)
Total other financing sources (uses)	<u>1,217,214</u>	<u>(1,970,380)</u>	<u>7,438,866</u>	<u>-</u>	<u>(2,067,178)</u>	<u>4,618,522</u>
Net change in fund balances	5,795,872	6,839,696	144,787	(5,826)	1,668,468	14,442,997
Fund balances - beginning	7,959,403	61,883,780	26,139,192	1,602,279	7,557,203	105,141,857
Fund balances - ending	<u>\$ 13,755,275</u>	<u>\$ 68,723,476</u>	<u>\$ 26,283,979</u>	<u>\$ 1,596,453</u>	<u>\$ 9,225,671</u>	<u>\$ 119,584,854</u>

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Reconciliation of the Statement of Revenues, Expenditures and Changes in
Fund Balances - Government Funds to the Statement of Activities
For the Year Ended June 30, 2021

Net change in fund balances - total governmental funds		\$14,442,997
Amounts reported for governmental activities in the statement of net position are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense:		
Capital outlay	3,303,208	
Depreciation expense	(5,801,477)	
		(2,498,269)
In the statement of activities, only the gain or (loss) on the sale of capital assets is reported; whereas in the governmental funds, proceeds from sales increase financial resources.		
		(2,704,859)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the governmental funds:		
Donated capital assets	1,013,088	
Taxes receivable	(92,915)	
Interest receivable	(13,398)	
Unavailable revenue	(29,332)	
		877,443
Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Premiums and discounts associated with the issuance of debt are reported as other financing sources (uses) in the governmental funds, but in the statement of activities they are deferred and amortized throughout the period during which the related debt is outstanding. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces liabilities in the statement of net position:		
Principal repayments of long-term debt	10,885,000	
Amortization of bond premiums	1,489,649	
		12,374,649
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
		(37,045)
Governmental funds report pension contributions as expenditures. However, in the statement of activities, the cost of pension benefits earned net of employee contributions is reported as pension expense:		
Pension contributions	(589,259)	
Actuarial calculated pension expense	2,261,760	
		1,672,501
Internal service funds are used by management to charge the costs of certain activities, such as insurance and fleet management, to individual funds. Internal service fund net loss of \$221,677 less amount allocated to business-type activities of \$7,540 and reversal of prior year allocation of \$20,518.		
		(234,655)
Change in net position of governmental activities		<u>\$23,892,762</u>

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
REVENUES				
Taxes and special assessments	\$ 22,990,190	\$ 28,790,190	\$ 30,378,417	\$ 1,588,227
Licenses and permits	2,556,909	3,456,909	3,350,157	(106,752)
Intergovernmental	162,840	3,373,140	3,313,667	(59,473)
Charges for services	2,280,837	2,280,837	3,031,107	750,270
Fines and forfeitures	20,719	20,719	25,900	5,181
Investment income	123,222	123,222	139,308	16,086
Rental and other	527,747	527,747	196,277	(331,470)
Miscellaneous	71,320	71,320	128,280	56,960
Total revenues	28,733,784	38,644,084	40,563,113	1,919,029
EXPENDITURES				
General government	17,723,166	22,075,627	19,264,758	2,810,869
Public safety	6,948,957	6,902,256	6,698,058	204,198
Public works	6,337,372	6,101,456	5,694,072	407,384
Library and recreation	4,370,421	4,363,897	4,327,567	36,330
Total expenditures	35,379,916	39,443,236	35,984,455	3,458,781
Excess (deficiency) of revenues over expenditures	(6,646,132)	(799,152)	4,578,658	5,377,810
OTHER FINANCING SOURCES (USES)				
Transfers in	2,724,847	2,724,847	2,724,847	-
Transfers out	(1,363,095)	(1,507,633)	(1,507,633)	-
Total other financing sources (uses)	1,361,752	1,217,214	1,217,214	-
Net change in fund balances	(5,284,380)	418,062	5,795,872	5,377,810
Fund balances - beginning	7,959,403	7,959,403	7,959,403	-
Fund balances - ending	\$ 2,675,023	\$ 8,377,465	\$ 13,755,275	\$ 5,377,810

The notes to the financial statements are an integral part of this statement.

PROPRIETARY FUNDS

Major Funds

Water Fund - Accounts for the operations of the City's water utility.

Stormwater Fund - Accounts for the operations of the City's storm water utility.

Golf Course Fund - Accounts for the operations of the City's golf course.

Transportation and Parking Fund - Accounts for the operations of the City's public transportation (bus and trolley) system and paid parking system.

FIDUCIARY FUND

Custodial Fund - Used to hold deposits and performance bonds from individuals, organizations and other governments.

Park City Municipal Corporation
Statement of Net Position
Proprietary Funds
June 30, 2021

	Business-type Activities					Governmental Activities
	Water Fund	Stormwater Fund	Golf Course Fund	Transportation and Parking Fund	Total Enterprise Funds	Internal Service Funds
ASSETS						
Current assets:						
Cash, cash equivalents and investments	\$ 11,318,548	\$ 1,407,668	\$ 1,270,473	\$ 11,253,266	\$ 25,249,955	\$ 3,099,366
Restricted cash, cash equivalents and investments, fiscal agent	11,923,499	-	-	-	11,923,499	-
Accounts receivable	2,058,533	157,797	1,361	8,165,875	10,383,566	56,944
Taxes receivable	-	-	-	1,101,022	1,101,022	-
Inventories	577,732	-	126,646	111,751	816,129	220,312
Prepays	471,564	-	-	715,334	1,186,898	-
Total current assets	26,349,876	1,565,465	1,398,480	21,347,248	50,661,069	3,376,622
Noncurrent assets:						
Prepays	-	-	-	573,314	573,314	-
Land and water rights	17,785,588	-	828,451	3,723,149	22,337,188	-
Construction in progress	59,661,552	75,000	-	506,820	60,243,372	-
Art	8,636	-	-	109,214	117,850	-
Right to use asset	3,380,984	-	-	-	3,380,984	-
Buildings	17,104,672	320,962	1,671,486	20,987,438	40,084,558	-
Improvements other than buildings	94,817,188	15,813,651	1,728,630	9,231,359	121,590,828	-
Vehicles and equipment	13,508,160	441,113	1,689,319	24,103,050	39,741,642	47,450
Intangible	27,810	-	-	58,645	86,455	-
Accumulated depreciation and amortization	(51,905,448)	(8,329,587)	(3,878,761)	(24,588,292)	(88,702,088)	(47,450)
Net pension asset	12,057	-	-	-	12,057	50,075
Total noncurrent assets	154,401,199	8,321,139	2,039,125	34,704,697	199,466,160	50,075
Total assets	180,751,075	9,886,604	3,437,605	56,051,945	250,127,229	3,426,697
DEFERRED OUTFLOWS OF RESOURCES						
Deferred outflows of resources related to pensions	287,441	68,715	42,116	600,955	999,227	83,951
Total deferred outflows of resources	287,441	68,715	42,116	600,955	999,227	83,951
Total assets and deferred outflows of resources	\$ 181,038,516	\$ 9,955,319	\$ 3,479,721	\$ 56,652,900	\$ 251,126,456	\$ 3,510,648
LIABILITIES						
Current liabilities:						
Accounts payable	6,333,783	18,296	133,048	867,770	7,352,897	118,817
Accrued liabilities	2,557,333	12,754	34,062	105,845	2,709,994	1,016,628
Revenue bonds	2,795,000	-	-	-	2,795,000	-
Compensated absences	83,456	17,879	19,472	150,359	271,166	28,363
Contract payable	143,918	-	-	-	143,918	-
Total current liabilities	11,913,490	48,929	186,582	1,123,974	13,272,975	1,163,808
Noncurrent liabilities:						
Revenue bonds	94,214,196	-	-	-	94,214,196	-
Net pension liability	84,402	19,251	10,908	121,068	235,629	24,082
Compensated absences	24,928	5,342	5,816	44,912	80,998	25,951
Contract payable	2,895,756	-	-	-	2,895,756	-
Total noncurrent liabilities	97,219,282	24,593	16,724	165,980	97,426,579	50,033
Total liabilities	109,132,772	73,522	203,306	1,289,954	110,699,554	1,213,841
DEFERRED INFLOWS OF RESOURCES						
Deferred inflows of resources related to pensions	693,612	152,111	217,650	881,768	1,945,141	276,808
Deferred inflows of resources related to debt	207,255	-	-	-	207,255	-
Total deferred inflows of resources	900,867	152,111	217,650	881,768	2,152,396	276,808
Total liabilities and deferred inflows of resources	110,033,639	225,633	420,956	2,171,722	112,851,950	1,490,649
NET POSITION						
Net investment in capital assets	161,954,736	8,161,890	2,047,341	34,157,782	206,321,749	-
Unrestricted	(90,949,859)	1,567,796	1,011,424	20,323,396	(68,047,243)	2,019,999
Total net position	\$ 71,004,877	\$ 9,729,686	\$ 3,058,765	\$ 54,481,178	\$ 138,274,506	\$ 2,019,999

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Reconciliation of the Statement of Net Position - Proprietary Funds
To the Government-wide Statement of Net Position
June 30, 2021

Net Position of enterprise funds	\$138,274,506
Amounts reported for enterprise funds in the statement of net position are different because:	
Certain internal service fund assets and liabilities included with business-type activities.	<u>(7,540)</u>
Net position of business-type activities	<u><u>\$138,266,966</u></u>

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Statement of Revenues, Expenses, and Changes in Net Position
Proprietary Funds
For the Year Ended June 30, 2021

	Business-type Activities					Governmental Activities
	Water Fund	Stormwater Fund	Golf Course Fund	Transportation and Parking Fund	Total Enterprise Funds	Internal Service Funds
OPERATING REVENUES						
Charges for services	\$ 21,117,232	\$ 1,480,432	\$ 1,922,248	\$ 4,441,511	\$ 28,961,423	\$ 4,022,743
Miscellaneous	-	-	47,201	124,313	171,514	-
Total operating revenues	21,117,232	1,480,432	1,969,449	4,565,824	29,132,937	4,022,743
OPERATING EXPENSES						
Salaries and benefits	2,837,432	584,096	963,706	8,265,111	12,650,345	707,950
Supplies, maintenance and services	14,085,610	154,981	449,434	5,045,306	19,735,331	2,868,890
Energy and utilities	994,183	47,957	63,554	874,078	1,979,772	667,580
Depreciation and amortization	3,281,430	164,920	214,432	3,111,665	6,772,447	-
Total operating expenses	21,198,655	951,954	1,691,126	17,296,160	41,137,895	4,244,420
Operating income (loss)	(81,423)	528,478	278,323	(12,730,336)	(12,004,958)	(221,677)
NONOPERATING REVENUES (EXPENSES)						
Taxes and special assessments	-	-	-	8,448,444	8,448,444	-
Operating grants and contributions	-	-	-	10,654,184	10,654,184	-
Investment income	280,275	7,284	7,547	63,799	358,905	-
Gain on sale of capital assets	6,650	-	1,330	24,399	32,379	-
Interest expense	(2,333,023)	-	(176)	-	(2,333,199)	-
Total nonoperating revenues (expenses)	(2,046,098)	7,284	8,701	19,190,826	17,160,713	-
Income (loss) before contributions and transfers	(2,127,521)	535,762	287,024	6,460,490	5,155,755	(221,677)
Capital contributions	3,714,360	403,356	-	1,717,625	5,835,341	-
Transfers in	-	-	25,000	-	25,000	-
Transfers out	(1,541,405)	(100,000)	(106,045)	(977,397)	(2,724,847)	-
Change in net position	45,434	839,118	205,979	7,200,718	8,291,249	(221,677)
Total net position - beginning	70,959,443	8,890,568	2,852,786	47,280,460	129,983,257	2,241,676
Total net position - ending	\$ 71,004,877	\$ 9,729,686	\$ 3,058,765	\$ 54,481,178	\$ 138,274,506	\$ 2,019,999

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Reconciliation of the Statement of Revenues, Expenses and Changes in Net Position -
Proprietary Funds to the Statement of Activities
For the Year Ended June 30, 2021

Net changes in net position - total enterprise funds	\$8,291,249
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Amounts reported for enterprise fund activities in the statement of activities are different because:

Internal service funds are used by management to charge the costs of certain activities, such as insurance and fleet management, to individual funds. Internal service fund net loss of \$221,677 less amount allocated to governmental activities of (\$214,137) and reversal of prior year allocation of \$20,518.	<u>12,978</u>
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Change in net position of business-type activities	<u><u>\$8,304,227</u></u>
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The notes to the financial statements are an integral part of this statement.

**Park City Municipal Corporation
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2021**

	Business-type Activities - Enterprise Funds					Governmental Activities
	Water Fund	Stormwater Fund	Golf Course Fund	Transportation and Parking Fund	Total Enterprise Funds	Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES						
Cash receipts from customers	\$ 26,889,574	\$ 1,408,852	\$ 1,968,119	\$ 4,392,364	\$ 34,658,909	\$ 4,013,105
Payments to employees	(3,077,394)	(659,289)	(829,757)	(8,735,326)	(13,301,766)	(956,835)
Payments to suppliers	(13,129,884)	(356,943)	(488,342)	(7,352,100)	(21,327,269)	(2,847,646)
Net cash provided (used) by operating activities	10,682,296	392,620	650,020	(11,695,062)	29,874	208,624
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES						
Transfers from other funds	-	-	25,000	-	25,000	-
Transfers to other funds	(826,405)	(100,000)	(106,045)	(977,397)	(2,009,847)	-
Transit and resort sales tax	-	-	-	7,908,333	7,908,333	-
Operating grants	-	-	-	10,654,184	10,654,184	-
Net cash provided (used) by noncapital financing activities	(826,405)	(100,000)	(81,045)	17,585,120	16,577,670	-
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES						
Impact fees, contributions and grants	1,569,883	-	-	(837,700)	732,183	-
Acquisition and construction of capital assets	(39,991,057)	(250,529)	(37,732)	(918,221)	(41,197,539)	-
Principal paid on capital debt and interfund loan	(2,816,311)	-	(24,107)	-	(2,840,418)	-
Interest paid on capital debt and interfund loan	(2,769,822)	-	(176)	-	(2,769,998)	-
Proceeds from sales of capital assets	6,650	-	1,330	24,399	32,379	-
Net proceeds and premiums from capital debt	(59,705)	-	-	-	(59,705)	-
Net cash used by capital and related financing activities	(44,060,362)	(250,529)	(60,685)	(1,731,522)	(46,103,098)	-
CASH FLOWS FROM INVESTING ACTIVITIES						
Interest received by investing activities	279,885	7,393	7,590	64,248	359,116	-
Net cash provided by investing activities	279,885	7,393	7,590	64,248	359,116	-
Net increase (decrease) in cash and cash equivalents	(33,924,586)	49,484	515,880	4,222,784	(29,136,438)	208,624
Balances - beginning of year	57,166,633	1,358,184	754,593	7,030,482	66,309,892	2,890,742
Balances - end of the year	\$ 23,242,047	\$ 1,407,668	\$ 1,270,473	\$ 11,253,266	\$ 37,173,454	\$ 3,099,366
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:						
Operating Income (Loss)	\$ (81,423)	\$ 528,478	\$ 278,323	\$ (12,730,336)	\$ (12,004,958)	\$ (221,677)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:						
Depreciation	3,281,430	164,920	214,432	3,111,665	6,772,447	-
Non-cash water interfund transfer to general fund	(715,000)	-	-	-	(715,000)	-
Pension related	(233,124)	(62,597)	124,275	(423,362)	(594,808)	(237,620)
Changes in assets and liabilities:						
Accounts receivable	6,631,174	(71,581)	(1,330)	(35,406)	6,522,857	(9,637)
Inventory	(57,746)	-	(11,023)	(49,214)	(117,983)	(23,243)
Accounts and other payables	1,863,823	(154,005)	35,669	(1,521,556)	223,931	(287,932)
Accrued liabilities	3,853	3	8,843	(8,515)	4,184	993,445
Compensated absences	(10,691)	(12,598)	831	(38,338)	(60,796)	(4,710)
Net cash provided (used) by operating activities	\$ 10,682,296	\$ 392,620	\$ 650,020	\$ (11,695,062)	\$ 29,874	\$ 208,626

NONCASH INVESTING, CAPITAL AND FINANCING ACTIVITIES

Included in investment income is an increase of \$80,251 in fair value for the year ended June 30, 2021.

Capital assets of \$2,144,477 and \$403,356 were donated to the Water and Stormwater funds, respectively, for the year ended June 30, 2021.

The notes to the financial statements are an integral part of this statement.

**Park City Municipal Corporation
Statement of Fiduciary Net Position
June 30, 2021**

	Custodial Fund
ASSETS	
Cash, cash equivalents and investments	\$ 3,762,206
Total assets	<u>3,762,206</u>
LIABILITIES	
Accounts payable and other liabilities	-
Total liabilities	<u>-</u>
NET POSITION	
Restricted for:	
Individuals, organizations, and other governments	3,762,206
Total net position	<u><u>\$ 3,762,206</u></u>

The notes to the financial statements are an integral part of this statement.

Park City Municipal Corporation
Statement of Changes in Fiduciary Net Position
For the Year Ended June 30, 2021

	Custodial Fund
ADDITIONS	
Contributions from individuals, organizations, and other governments	\$ 2,801,685
Total additions	<u>2,801,685</u>
DEDUCTIONS	
Refunds to individuals, organizations, and other governments	<u>2,068,754</u>
Total deductions	<u>2,068,754</u>
Net decrease in fiduciary net position	732,931
Net Position -- beginning of the year	<u>3,029,275</u>
Net Position -- end of the year	<u><u>\$ 3,762,206</u></u>

The notes to the financial statements are an integral part of this statement.

**NOTES TO THE
BASIC FINANCIAL
STATEMENTS**

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A summary of the significant accounting policies consistently applied in the preparation of the accompanying financial statement follows.

1. General Information

The Park City Municipal Corporation (the City) is a municipal corporation governed by an elected mayor and five-member Council elected at large with staggered terms. The City was chartered March 15, 1884, under the provisions of the Utah Territorial Government. The Mayor is the administrative authority by statute; however, that responsibility has been delegated to the City Manager by City Ordinance. Therefore, the City operates under a Council-Manager form of government. The City provides the following services as authorized in its charter: public safety (police), highways and streets, cultural and recreational, library, public improvements, planning and zoning, public transportation, public utilities (water and stormwater), golf and general administrative services.

2. Reporting Entity

These financial statements include the City and its component units. The City has considered all potential component units for which it is financially accountable. The criteria to be considered in determining financial accountability have been set forth in the Governmental Accounting Standards Board's (GASB) Statement No. 61. These criteria include (1) substantively the same governing body, (2) the primary government and the component unit have a financial benefit or burden relationship, or (3) management (below the level of the elected officials) of the primary government have operational responsibility for the activities of the component unit.

Blended component units, although legally separate entities are so intertwined with the City that they are, in substance, the same as the City. They have the same governing board and provide services almost entirely to the City. They are reported as funds of the City. These are organizations for which the City is financially accountable, and the relationship with the City is significant enough that exclusions would possibly lead to misleading or incomplete financial statements.

Included in this report are the following blended component units:

The Park City Redevelopment Agency (RDA) was legally created by City ordinance pursuant to the Utah Limited Purpose Local Government Entities-Community Development and Renewal Agencies Act. The City Council is designated as the governing body of the RDA. The City has accountability for all fiscal and operating activities of the RDA. The RDA currently has two special revenue funds and two capital projects funds.

The Park City Municipal Building Authority (MBA) governing board is comprised of the same individuals as the City Council and was created to provide a mechanism for financing City facilities. The MBA acquires and/or builds facilities by borrowing money secured by a lease agreement between the City and the Authority. The MBA currently has a capital projects fund. The bond issuance authorizations are approved by the City Council and the legal liability for those bonds remains with the City.

The Park City Housing Authority (HA) governing board is comprised of the same individuals as the City Council and was created to accumulate funds for construction of affordable housing within the City. The City has accountability for all fiscal and operating activities of the HA.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

The Park City Water Service District (WSD) governing board is comprised of the same individuals as the City Council and was created to furnish municipal water service within the boundaries of the District. The City has accountability for all fiscal and operating activities of the WSD.

3. Government-wide and Fund Financial Statements

The government-wide financial statements (*i.e.*, the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the City. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Certain eliminations have been made as prescribed by Governmental Accounting Standards Board (GASB) Statement No. 34 for interfund activities. All internal balances in the statement of net position have been eliminated except those representing balances between the governmental activities and the business-type activities, which are presented as internal balances and eliminated in the total primary government column. In the statement of activities, internal service fund transactions have been eliminated except interfund services provided and used by business-type activities, which are not eliminated.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

4. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Amounts received or recognized as a receivable at fiscal yearend are included in the financial statements as taxes receivable and deferred inflows of resources. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Property taxes are recognized as revenues in the year for which they are levied. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The City reports the following major governmental funds:

The General Fund is the City's primary operating fund. It is used to account for all financial resources of the City not accounted for by a separate, specialized fund.

The Sales Tax Revenue and Refunding Bonds Debt Service Fund and the General Obligation Debt Service Fund are used to account for the accumulation of resources for the payment of sales tax revenue bonded debt and general obligation debt.

The Capital Improvements Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, the Redevelopment Agencies or Municipal Building Authority).

The City reports the following major enterprise funds:

The Water Fund operates the water distribution system for residents of the City.

The Stormwater Fund operates the storm drain system for residents of the City.

The Golf Course Fund accounts for the operations of the City's golf course.

The Transportation and Parking fund accounts for the operations of the City's public transportation (bus and trolley) system and paid parking system.

Additionally, the City reports the following fund types:

Special Revenue Funds are used to account for specific revenue sources that are restricted to expenditures for specific purposes. The City currently has the Lower Park Avenue Redevelopment Agency and the Main Street Redevelopment Agency special revenue funds. These funds account for redevelopment activities that are supported by property tax increment.

Capital Project Funds are used to account for the acquisition or construction of capital projects. The City currently has the Lower Park Avenue Redevelopment Agency, the Main Street Redevelopment Agency, and the Municipal Building Authority capital project funds.

Internal Service Funds are used to account for the central financing of goods or services provided to various departments of the City or other governments on a cost-reimbursement basis. The City currently has two internal service funds. The Fleet Services Fund provides vehicle storage, repair and maintenance. The Self-Insurance Fund was established to allow the City to supplement its regular insurance coverage as further explained in Note K – Risk Management.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Custodial Funds are used to account for the assets held by the City as a fiduciary activity. Custodial funds do not involve measurement of results of operations. The City currently has one custodial fund. The Park City Custodial Fund is used to hold deposits and performance bonds.

Proprietary funds distinguish *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds and of the internal service funds are charges to customers for sales and services. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

5. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

Cash, Cash Equivalents and Investments - Cash and investment management in the City is administered by the City Treasurer in accordance with the Utah Money Management Act, Section 51-7 of the Utah Code (see Note B – Cash, Cash Equivalents and Investments). The City complies with GASB 72, *Fair Value Measurement and Application*. The statement requires certain investments to be reported at fair value and the change in fair value to be recognized as an increase or decrease to investment assets and investment income. The City's investment in the State Treasurer's Pool has a fair value approximately equal to the value of the pool shares. This pool is administered by the State of Utah and is regulated by the Money Management Council under provisions of the Utah State Money Management Act.

Capital Assets - Capital assets, which include property, plant, and equipment, infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) and intangible assets, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets, other than infrastructure assets, are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. The government reports infrastructure assets on a network and subsystem basis. Accordingly, the amounts spent for the construction or acquisition of infrastructure assets are capitalized and reported in the government-wide financial statements regardless of their amount. In the case of the initial capitalization of general infrastructure assets (i.e., those reported by governmental activities) the government included all assets with acquisition dates as far back as June 30, 1980. Most of the City's infrastructure assets were valued at historical cost (when available) or estimated historical cost through back trending (i.e., estimating the current replacement cost of the infrastructure to be capitalized and using an appropriate price-level index to deflate the cost to the acquisition year or estimated acquisition year). As the City constructs or acquires additional capital assets each period, including infrastructure assets, they are capitalized and reported at historical cost.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Donated capital assets, donated works of art and similar items are recorded at acquisition value at the date of donation.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Art represents a collection of the City and is therefore not depreciated. Property, plant, equipment and intangible assets of the primary government are depreciated or amortized using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings and improvements	20-75
Public domain infrastructure	20-30
System infrastructure	20-30
Vehicles, equipment and intangibles	3-25

Inventories and prepaid items - Inventories of supplies for the proprietary fund types consist principally of items used in repairing and maintaining the water distribution system and transportation equipment. Supplies inventories are valued at cost using the weighted average method. Inventory held for retail sale in the Golf Course Fund is valued at lower-of-cost or market using the first-in, first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Noncurrent Obligations - In the government-wide financial statements, and proprietary fund types in the fund financial statements, noncurrent debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums, discounts and gains and losses on bond refunding, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Gains and losses on bond refunding are reported as deferred inflows and outflows. Bond issuance costs are expensed in the period in which they are incurred. The unamortized bond premiums/discounts at June 30, 2021 for governmental activities were \$14,954,318 and \$9,564,196 for business-type activities and proprietary funds, respectively. In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as current expenditures.

Pensions - For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Utah Retirement Systems Pension Plan (URS) and additions to/deductions from URS's fiduciary net position have been determined on the same basis as they are reported by URS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Compensated Absences - Accumulated unpaid vacation is accrued based on the years of service of each employee. Vacation is accumulated on a monthly basis and is fully vested when earned. The maximum amount of accumulated accrued vacation hours is determined by the length of service of each employee according to the following schedule:

0 to 5 years	192 hours
5 to 10 years	240 hours
10 plus years	288 hours

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Accumulated vacation cannot exceed these limits at the end of any calendar year and any vacation in excess of this amount is forfeited. At retirement, death, or termination in good standing, all unpaid vacation that has been accrued, up to the above limits, is paid. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. There is no liability for unpaid accumulated sick leave since the City does not have a policy to pay any amounts when employees separate from service.

Deferred Outflows of Resources or Deferred Inflows of Resources - In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and will not be recognized as an outflow of resources (expense/expenditure) until then. In accordance with GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, the government-wide statement of net position and the proprietary fund statement of net position report deferred outflows of resources related to pensions.

In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and will not be recognized as an inflow of resources (revenue) until that time. The City has items which qualify for reporting in this category. The governmental funds report unavailable revenue from property taxes and notes receivable. The government-wide statement of net position reports deferred inflows from property taxes, pension related items and deferred gain on refunding of debt. Property taxes are deferred and recognized as an inflow of resources in the following fiscal year to correspond with the period in which the taxes are levied. The deferred gain on refunding resulted from the difference in the carrying value of the refunded debt and its reacquisition price. The proprietary fund statement of net position reports items related to pensions.

Net Position Flow Assumption - Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted-net position and unrestricted-net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted-net position to have been depleted before unrestricted-net position is applied.

Fund Balance - Fund balances presented in the governmental fund financial statements represent the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, establishes criteria for classifying fund balances into specifically defined classifications and clarifies definitions for governmental funds. GASB Statement No. 54 requires that the fund balances be classified into categories based upon the type of restrictions imposed on the use of funds. The City evaluated each of its funds at June 30, 2021, and classified fund balances into the following five categories:

Nonspendable - Amounts that cannot be spent because they are (1) not in spendable form, such as prepaid items, inventories and long-term receivables for which the payment of proceeds are not restricted or committed with respect to the nature of the specific expenditures of that fund or (2) legally or contractually required to be maintained intact.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Restricted - Amounts that are restricted by external parties such as creditors or imposed by grants, laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. The City has legislative restrictions on amounts collected and reported in the City's various governmental funds. As a result, these restrictions have been classified as restricted for capital projects, debt service and drug and tobacco enforcement.

Committed - Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (ordinance) of the City's "highest level of decision-making authority", which the City considers to be the Park City Municipal City Council. Commitments may be changed by the government by taking the same action that imposed the constraint initially.

Assigned - Amounts that have been allocated by action of the Park City Municipal City Council through a resolution in which the City's intent is to use the funds for a specific purpose, but that do not meet the criteria to be classified as restricted or committed.

Unassigned - Amounts that constitute the residual balances that have no restrictions placed upon them. If restrictions exceed available resources only deficit amounts are reported in the unassigned category. The general fund is the only fund that reports a positive unassigned balance.

The City reduces restricted amounts first when expenditures are incurred for purposes for which both restricted and unrestricted (committed, assigned or unassigned) amounts are available. The City reduces committed amounts first, followed by assigned amounts and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

The City does not have a minimum fund balance policy. *Utah Code* 10-6-116(4) requires that a minimum fund balance of 5.0 percent of total revenues be maintained in the general fund.

Restricted Assets - Certain proceeds of the City's Water Revenue and Refunding Bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the proprietary funds' statement of net position because their use is limited by applicable bond covenants. The "construction fund" account with a balance at June 30, 2021 of \$10,193,872 is used to report those proceeds of revenue bond issuances that are restricted for use in construction.

Proceeds of the City's 2013A and 2020 Series General Obligation Bonds in the amount of \$5,866,359 are classified as restricted assets as well as impact fees of \$1,138,789 and B and C road funds of \$565,711.00. Bond proceeds are restricted to acquiring and preserving undeveloped park and recreational land and to acquire, construct, improve and modify pathways, roads and related improvements for use by pedestrians and cyclists. The "reserve fund" account with a balance at June 30, 2021 of \$698 is used to report resources set aside to make up potential future deficiencies in the revenue bond debt service account.

Proceeds of the City's 2015, 2017 and 2019 Sales Tax Revenue Bonds are classified as restricted assets on the governmental funds balance sheet because they are maintained in separate bank accounts and their use is limited by applicable bond covenants. The "construction fund" account with a balance at June 30, 2021 of \$24,955,455 is used to report those proceeds of revenue bond issuances that are restricted for the purpose of financing the cost associated with improvements and acquisition of open space. The "reserve fund" account with a balance at June 30, 2021 of \$701,569 is used to report resources set aside to make up potential future deficiencies in the revenue bond debt service account.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Water development fees are charged to new customers to pay for the cost of increasing the capacity of the water system to meet the additional demand created by the connection of new customers. The use of water development fees is legally restricted.

6. Budgets

State law requires the City Council to prepare and adopt budgets for all governmental and proprietary funds. The City Manager submits to the Mayor and City Council a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the proposed sources of revenues. Between May 1 and June 30, the City Council reviews and adjusts the City Manager's proposed budget. On or before June 30, a public hearing is held and the budget is legally adopted through passage of an ordinance. Budgets are adopted below individual department levels, but control of budget appropriations is exercised, under state law, at the department level (General Government, Public Safety, Public Works and Library and Recreation).

After the budget is adopted, transfers of any unexpended appropriation amount between line items within a major category are to be initiated and approved by each respective department. Transfers between major categories and between programs within the same department and fund are to be initiated by the respective departments and approved by the City Manager. Transfers between capital improvement projects within the same fund are to be initiated by the individual designated as responsible for the project and approved by the City Manager. Transfers that will result in a total change in the appropriation for a project of more than 20.0 percent or if a project would be eliminated by the transfer must be approved by the City Council. The City Council may reduce or increase the budget of any fund by ordinance during the budget year. The City Council must hold a public hearing to increase a fund's budget before it can pass the ordinance. Utah State law prohibits the appropriation of unassigned general fund balance until it exceeds the sum of 5.0 percent of the budgeted general fund revenues. Until unassigned fund balance is greater than the above amount, it cannot be budgeted but is used to provide working capital until tax revenue is received, meet emergency expenditures and cover unanticipated deficits.

When the unassigned fund balance is greater than 35.0 percent of actual revenues, the excess must be appropriated to capital projects determined to be in the best long-term interest of the City. During the year, the General Fund budget was increased by \$4,063,320 under the guidelines described above. The supplemental appropriation was due to personnel expense increases.

Budgets are prepared on the modified accrual basis of accounting according to accounting principles generally accepted in the United States (GAAP) for governmental funds. Budgets are not prepared for the custodial fund since this fund is comprised only of deposits and performance bonds held by the City. Encumbrance accounting is used by the City.

Each year the capital projects fund adjusted budget is comprised of new appropriations from the current year and unexpended appropriations from the prior year, since unexpended capital projects appropriations do not automatically lapse at yearend. Major capital project fund budgets included \$61,152,617 and non-major capital project fund budgets included \$7,027,463 for a total of \$68,180,080 of prior-year unexpended capital projects appropriations. The adjusted capital projects fund budget represents the amount available for expenditures in the current year. Future projects and appropriations that are to come from funds available in future years are not reflected in the current year budget.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

7. Implementation of New GASB Pronouncements

In January 2017 the GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. The requirements of this Statement are effective for periods beginning after December 15, 2019. The City adopted GASB No. 84 for the fiscal year ended June 30, 2018. Implementation of this Statement did not have a significant impact on the City's financial statements.

In June 2017 the GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. The requirements of this Statement are effective for the reporting periods beginning after June 15, 2021. The City is currently evaluating the impact of this Statement on the financial statements when implemented.

In June 2018 the GASB issued Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*. The objectives of this Statement are to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and to simplify accounting for interest cost incurred before the end of a construction period. The requirements of this Statement are effective for periods beginning after December 15, 2020. The City adopted GASB No. 89 for the fiscal year ended June 30, 2018. Implementation of this Statement did not have a significant impact on the City's financial statements.

In August 2018 the GASB issued Statement No. 90, *Majority Equity Interests*. This Statement addresses the reporting of a majority equity interest in a legally separate organization that requires that such majority equity interest be reported as an investment. The requirements of this Statement are effective for periods beginning after December 15, 2019. The City adopted GASB No. 90 for the fiscal year ended June 30, 2018. Implementation of this Statement had no effect on the City's financial statements.

In May, 2019 the GASB issued Statement No. 91 *Conduit Debt Obligations*. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with commitments extended by issuers, arrangements associated with conduit debt obligations, and related note disclosures. The requirements of this Statement are effective for periods beginning after December 15, 2021. The City adopted GASB No. 91 for the fiscal year ended June 30, 2019. Implementation of this Statement had no effect on the City's financial statements.

In January 2020, the GASB issued Statement No. 92 *Omnibus 2020*. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. The requirements of this Statement are effective for periods beginning after June 15, 2021. The City is currently evaluating the impact of this Statement on the financial statements when implemented.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

In March 2020, the GASB issued Statement No. 93 *Replacement of Interbank Offered Rates*. The objective of this Statement is to address the accounting and financial reporting effects that result from the replacement of IBORs with other reference rates in order to preserve the reliability, relevance, consistency, and comparability of reported information. The requirements of this Statement are effective for periods ending after December 31, 2021. Implementation of this Statement had no effect on the City's financial statements.

In March 2020, the GASB issued Statement No. 94 *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. The objective of this Statement is to better meet the information needs of financial statement users by improving the comparability of financial statements among governments that enter into public-private and public-public partnerships (PPPs) and availability payment arrangements (APAs) and by enhancing the understandability, reliability, relevance, and consistency of information about PPPs and APAs. The requirements of this Statement are effective for periods beginning after June 15, 2022. The City is currently evaluating the impact of this Statement on the financial statements when implemented.

In May 2020, the GASB issued Statement No. 96 *Subscription-Based Information Technology Arrangements*. The objective of this Statement is to better meet the information needs of financial statement users by (a) establishing uniform accounting and financial reporting requirements for subscription-based information technology arrangements (SBITAs); (b) improving the comparability of financial statements among governments that have entered into SBITAs; and (c) enhancing the understandability, reliability, relevance, and consistency of information about SBITAs. The requirements of this Statement are effective for periods beginning after June 15, 2022. The City is currently evaluating the impact of this Statement on the financial statements when implemented.

In June 2020, the GASB issued Statement No. 97 *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*. The primary objectives of this Statement are to (a) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (b) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (c) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The requirements of this Statement are effective for periods beginning after June 15, 2021. The City is currently evaluating the impact of this Statement on the financial statements when implemented.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE B – CASH, CASH EQUIVALENTS AND INVESTMENTS

The City follows the practice of pooling cash and investments of all funds, except for funds required to be held by fiscal agents under the provisions of bond indentures. Each fund type's portion of this pool is displayed on the basic financial statements as "cash, cash equivalents and investments". Cash and Cash Equivalents are generally considered short-term, highly liquid investments with a maturity of three months or less from the purchase date. Investments with original maturities of three months or less meet this definition. Interest income earned on pooled cash and investments is allocated on an accounting period basis to the various funds based on the period-end cash and investment balances. Interest income from cash and investments with fiscal agents is credited directly to the related fund.

The following is a summary of cash, cash equivalents and investments at June 30, 2021:

	Government-Wide Statement of Net Position			Fiduciary Fund Financials	
	Governmental Activities	Business-Type Activities	Total	Statement of Net Position	Total
Held by city-unrestricted	\$ 85,233,832	\$ 25,249,955	\$ 110,483,787	\$ 3,762,206	\$ 114,245,993
Held by city-restricted	9,470,859	-	9,470,859	-	9,470,859
Total held by city	<u>\$ 94,704,691</u>	<u>\$ 25,249,955</u>	<u>\$ 119,954,646</u>	<u>\$ 3,762,206</u>	<u>\$ 123,716,852</u>
Held by fiscal agent	<u>\$ 25,758,252</u>	<u>\$ 11,923,499</u>	<u>\$ 37,681,751</u>	<u>\$ -</u>	<u>\$ 37,681,751</u>

As of June 30, 2021, the City had the following deposits and investments, including \$3,762,206 held in a custodial capacity for others:

Held by city:		Investments maturities	
Investment Type	Fair Value	1 year or less	1-5 years
Debt securities			
Negotiable Certificates of Deposits	\$ 240,120	\$ -	\$ 240,120
Corporate Bonds	2,809,689	1,054,302	1,755,387
	<u>3,049,809</u>	<u>\$ 1,054,302</u>	<u>\$ 1,995,507</u>
Other investments			
State treasurer's investment pool	119,365,837	<u>\$ 119,365,837</u>	
Total investments	<u>122,415,646</u>		
Deposits			
Cash deposits checking-net of outstanding checks	564,135		
Cash deposits money market/savings	729,951		
Cash on hand	7,120		
Total deposits	<u>1,301,206</u>		
Total cash, cash equivalents and investments held by city	<u>123,716,852</u>		
Held by fiscal agent:			
State treasurer's investment pool	37,681,751		
Total cash, cash equivalents and investments	<u>\$ 161,398,603</u>		

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE B – CASH, CASH EQUIVALENTS AND INVESTMENTS, Continued

Deposits – The City follows the requirements of the Utah Money Management Act (the Act) in handling its depository and investment transactions. The Act requires the depositing of the City's funds in a qualified depository. The Act defines a qualified depository as any financial institution whose deposits are insured by an agency of the Federal Government, and which has been certified by the State Commissioner of Financial Institutions as meeting the requirements of the Act and adhering to the rules of the Utah Money Management Council.

Custodial credit risk for deposits is the risk that, in the event of a bank failure, the City's deposits may not be returned to it. The City does not have a formal deposit policy for custodial credit risk. As of June 30, 2021, the City's bank balance of \$1,412,523 was uninsured and uncollateralized.

Investments – The State of Utah Money Management Council has the responsibility to advise the Utah State Treasurer about investment policies, promote measures and rules that will assist in strengthening the banking and credit structure of the state, and review the rules adopted under the authority of the State of Utah Money Management Act (Utah Code, Title 51, Chapter 7) that relate to the deposit and investment of public funds.

The Act defines the types of securities authorized as appropriate investments for the City's funds and the conditions for making investment transactions. Investment transactions may be conducted only through qualified depositories, certified dealers, or directly with issuers of the investment securities.

Statutes authorize the City to invest in negotiable or nonnegotiable deposits of qualified or permitted depositories; repurchase and reverse repurchase agreements; commercial paper that is classified as "first tier" by two nationally recognized statistical rating organizations; bankers' acceptances; obligations of the United States Treasury including bills, notes, and bonds; obligations, other than mortgage derivative products, issued by U.S. government sponsored enterprises (U.S. Agencies) such as the Federal Home Loan Bank System, Federal Home Loan Mortgage Corporation (Freddie Mac), and Federal National Mortgage Association (Fannie Mae); bonds, notes, and other evidence of indebtedness of political subdivisions of the State; fixed rate corporate obligations and variable rate securities rated "A" or higher, or the equivalent of "A" or higher, by two nationally recognized statistical rating organizations; shares or certificates in a money market mutual fund as defined in the Act; and the Utah Public Treasurers' Investment Fund (PTIF).

The Utah State Treasurer's Office operates the PTIF. The PTIF is available for investment of funds administered by any Utah public treasurer and is not registered with the Securities and Exchange Commission as an investment company. The PTIF is authorized and regulated by the Act. The Act established the Money Management Council which oversees the activities of the Utah State Treasurer and the PTIF and details the types of authorized investments. Deposits in the PTIF are not insured or otherwise guaranteed by the State of Utah, and participants share proportionally in any realized gains or losses on investments.

Fair Value of Investments: The City measures and records its investments using fair value measurement guidelines established by generally accepted accounting principles. These guidelines recognize a three-tiered fair value hierarchy, as follows:

- *Level 1:* Quoted prices for identical investments in active markets;
- *Level 2:* Observable inputs other than quoted market prices; and,
- *Level 3:* Unobservable inputs.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE B – CASH, CASH EQUIVALENTS AND INVESTMENTS, Continued

At June 30, 2021 the City had the following recurring fair value measurements:

		Fair Value Measurements Using			
	June 30, 2021	Level 1	Level 2	Level 3	
<u>Investments by fair value level</u>					
Debt securities					
Certificate of Deposits	\$ 240,120	\$ 240,120	\$ -	\$ -	
Corporate Bonds	2,809,689	2,809,689	-	-	
Utah Public Treasurers' Investment Fund	119,365,837	-	119,365,837	-	
Total debt securities	\$ 122,415,646	\$ 3,049,809	\$ 119,365,837	\$ -	

Debt securities classified in Level 1 are valued using prices quoted in active markets for those securities. The Utah Public Treasurers' Investment Fund classified in Level 2 is valued by application of the June 30, 2021 fair value factor, as calculated by the Utah State Treasurer, to the City's average daily balance in the Fund.

Interest Rate Risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The City's policy for managing its exposure to fair value loss arising from increasing interest rates is to comply with the Act. Section 51-7-11 of the Act requires that the remaining term to maturity of investments may not exceed the period of availability of the funds to be invested. The Act further limits the remaining term to maturity on all investments in commercial paper, bankers' acceptances, fixed rate negotiable deposits, and fixed rate corporate obligations to 270 days – 15 months or less. The Act further limits the remaining term to maturity on all investments in obligations of the United States Treasury; obligations issued by U.S. Government-sponsored enterprises; and bonds, notes, and other evidence of indebtedness of political subdivisions of the State to 5 years. In addition, variable rate negotiable deposits and variable rate securities may not have a remaining term to final maturity exceeding 3 years.

Credit Risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The City's policy for reducing its exposure to credit risk is to comply with the Act, as previously discussed.

At June 30, 2021, the City's investments had the following quality ratings:

	Fair Value	Quality Ratings		
		AA	A	BBB
<u>Primary government:</u>				
Debt securities				
Negotiable Certificates of Deposits	\$ 240,120	\$ 240,120	\$ -	\$ -
Corporate Bonds	\$ 2,809,689	\$ 753,579	\$ 1,554,353	\$ 501,757

At the time of purchase, all debt securities were rated the equivalent of "A" or higher by two nationally recognized statistical rating organizations. At year-end, all debt securities were in compliance with the UMMA.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE B – CASH, CASH EQUIVALENTS AND INVESTMENTS, Continued

Concentration of Credit Risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The City's policy for reducing this risk of loss is to comply with the Rules of the Money Management Council. Rule 17 of the Money Management Council limits investments in a single issuer of commercial paper and corporate obligations to 5.0 - 10.0 percent depending upon the total dollar amount held in the portfolio at the time of purchase. None of the City's investments exceed this limit.

Custodial Credit Risk for an investment is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City does not have a formal policy for custodial credit risk. As of June 30, 2021, the City had \$3,049,809 in U.S. negotiable certificate of deposits and corporate bonds which were held by the counterparty's trust department or agent but not in the government's name.

NOTE C – NOTES RECEIVABLE

Notes receivable of the governmental fund types at June 30, 2021 include various affordable housing and employee mortgage assistance loans with interest rates ranging from 0.0 - 5.0 percent. The following is a schedule of future principal and interest payments required under the terms of the notes receivable as of June 30, 2021:

<u>Fiscal year ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 250,493	\$ 604	\$ 251,097
2023	3,192	368	3,560
2024	3,059	216	3,275
2025	1,417	60	1,477
Total	<u>\$ 258,161</u>	<u>\$ 1,248</u>	<u>\$ 259,409</u>

NOTE D – CAPITAL ASSETS

Depreciation expense was charged to functions for the year ended June 30, 2021 as follows:

Governmental activities:

General government	\$ 3,174,103
Public safety	460,643
Public works	966,359
Library and recreation	1,200,372
Total governmental activities depreciation expense	<u>\$ 5,801,477</u>

Business-type activities:

Water	\$ 3,281,429
Stormwater	164,918
Golf course	214,432
Transportation and parking	3,111,665
Total business-type activities depreciation expense	<u>\$ 6,772,444</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE D – CAPITAL ASSETS, Continued

Capital asset activity for the year ended June 30, 2021 was as follows:

	Balance June 30, 2020	Additions	Deletions	Balance June 30, 2021
Governmental activities:				
Capital assets, not being depreciated:				
Land and water rights	\$ 243,725,614	\$ -	\$ -	\$ 243,725,614
Construction in progress	12,022,654	2,644,519	(9,193,520)	5,473,653
Art	808,389	-	-	808,389
Total capital assets, not being depreciated	<u>256,556,657</u>	<u>2,644,519</u>	<u>(9,193,520)</u>	<u>250,007,656</u>
Capital assets, being depreciated:				
Buildings	50,511,492	2,204,978	(2,716,870)	49,999,600
Improvements other than building	41,776,647	6,290,839	-	48,067,486
Vehicles and equipment	15,724,692	814,600	(188,740)	16,350,552
Infrastructure	116,996,680	1,554,880	-	118,551,560
Intangibles	8,921,259	-	-	8,921,259
Total capital assets, being depreciated	<u>233,930,770</u>	<u>10,865,297</u>	<u>(2,905,610)</u>	<u>241,890,457</u>
Less accumulated depreciation for:				
Buildings	(17,560,518)	(1,244,260)	15,261	(18,789,517)
Improvements other than building	(24,035,992)	(1,117,162)	-	(25,153,154)
Vehicles and equipment	(9,768,376)	(1,482,251)	185,490	(11,065,137)
Infrastructure	(95,429,741)	(1,945,158)	-	(97,374,899)
Intangibles	(365,418)	(12,646)	-	(378,064)
Total accumulated depreciation	<u>(147,160,045)</u>	<u>(5,801,477)</u>	<u>200,751</u>	<u>(152,760,771)</u>
Total capital assets, being depreciated, net	<u>86,770,725</u>	<u>5,063,820</u>	<u>(2,704,859)</u>	<u>89,129,686</u>
Governmental activities capital assets, net	<u>\$ 343,327,382</u>	<u>\$ 7,708,339</u>	<u>\$ (11,898,379)</u>	<u>\$ 339,137,342</u>
Business-type activities:				
Capital assets, not being depreciated:				
Land and water rights	\$ 22,337,188	\$ -	\$ -	\$ 22,337,188
Construction in progress	39,504,678	38,981,979	(18,243,285)	60,243,372
Art	109,214	8,636	-	117,850
Total capital assets, not being depreciated	<u>61,951,080</u>	<u>38,990,615</u>	<u>(18,243,285)</u>	<u>82,698,410</u>
Capital assets, being depreciated:				
Right to use asset	3,380,984	-	-	3,380,984
Buildings	26,241,328	13,843,230	-	40,084,558
Improvements other than building	114,679,866	6,910,962	-	121,590,828
Vehicles and equipment	36,779,690	3,819,352	(857,400)	39,741,642
Intangibles	86,455	-	-	86,455
Total capital assets, being depreciated	<u>181,168,323</u>	<u>24,573,544</u>	<u>(857,400)</u>	<u>204,884,467</u>
Less accumulated depreciation for:				
Right to use asset	(42,262)	(84,524)	-	(126,786)
Buildings	(8,594,058)	(698,571)	-	(9,292,629)
Improvements other than building	(54,829,998)	(2,904,314)	-	(57,734,312)
Vehicles and equipment	(19,230,423)	(3,080,668)	837,624	(21,473,467)
Intangibles	(70,527)	(4,367)	-	(74,894)
Total accumulated depreciation	<u>(82,767,268)</u>	<u>(6,772,444)</u>	<u>837,624</u>	<u>(88,702,088)</u>
Total capital assets, being depreciated, net	<u>98,401,055</u>	<u>17,801,100</u>	<u>(19,776)</u>	<u>116,182,379</u>
Business-type activities capital assets, net	<u>\$ 160,352,135</u>	<u>\$ 56,791,715</u>	<u>\$ (18,263,061)</u>	<u>\$ 198,880,789</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS

The following is a summary of changes in long-term obligations for the year ended June 30, 2021:

	Beginning Balance July 1, 2020	Additions	Reductions	Amortization	Ending Balance June 30, 2021	Due Within One Year
Governmental activities:						
General obligation bonds:						
2013A series-principal	\$ 4,195,000	\$ -	\$ (465,000)	\$ -	\$ 3,730,000	\$ 480,000
2013A series-premium	49,569	-	-	(6,318)	43,251	-
2017 series-principal	20,820,000	-	(1,385,000)	-	19,435,000	1,440,000
2017 series-premium	2,265,067	-	-	(195,264)	2,069,803	-
2019 series-principal	45,430,000	-	(2,795,000)	-	42,635,000	2,945,000
2019 series-premium	6,223,125	-	-	(457,491)	5,765,634	-
2020 series-principal	9,470,000	-	(1,385,000)	-	8,085,000	1,435,000
2020 series-premium	1,285,416	-	-	(86,596)	1,198,820	-
Total general obligation bonds	89,738,177	-	(6,030,000)	(745,669)	82,962,508	6,300,000
Revenue bonds (Sales tax revenue):						
2014A refunding-principal	1,065,000	-	(1,065,000)	-	-	-
2014A refunding-premium	73,991	-	-	(73,991)	-	-
2014B series-principal	5,375,000	-	-	-	5,375,000	605,000
2014B series-premium	100,824	-	-	(11,241)	89,583	-
2015 refunding-principal	8,355,000	-	(710,000)	-	7,645,000	735,000
2015 refunding-premium	401,014	-	-	(40,222)	360,792	-
2017 refunding-principal	26,605,000	-	(1,755,000)	-	24,850,000	1,780,000
2017 refunding-premium	2,704,708	-	-	(225,960)	2,478,748	-
2019 refunding-principal	25,525,000	-	(1,325,000)	-	24,200,000	1,400,000
2019 refunding-premium	3,184,046	-	-	(236,359)	2,947,687	-
Total revenue bonds	73,389,583	-	(4,855,000)	(587,773)	67,946,810	4,520,000
Compensated absences	948,201	748,440	(820,362)	-	876,279	674,736
Total governmental activities	\$ 164,075,961	\$ 748,440	\$ (11,705,362)	\$ (1,333,442)	\$ 151,785,597	\$ 11,494,736
Business-type activities:						
Revenue bonds:						
2009A wtr revenue	\$ 1,250,000	\$ -	\$ (125,000)	\$ -	\$ 1,125,000	\$ 125,000
2012 wtr revenue	2,215,000	-	(290,000)	-	1,925,000	300,000
2012 wtr revenue-premium	145,004	-	-	(20,812)	124,192	-
2012B wtr revenue refunding	5,525,000	-	-	-	5,525,000	-
2012B wtr revenue-premium	61,578	-	-	(8,245)	53,333	-
2013A wtr revenue refunding	1,500,000	-	(240,000)	-	1,260,000	245,000
2013A wtr revenue-prem/disc.	16,003	-	-	(2,926)	13,077	-
2014 wtr revenue	4,115,000	-	-	-	4,115,000	-
2014 wtr revenue-premium	111,560	-	-	(18,695)	92,865	-
2020 wtr revenue refunding	75,515,000	-	(2,020,000)	-	73,495,000	2,125,000
2020 wtr revenue-premium	9,783,171	-	-	(502,442)	9,280,729	-
Total revenue bonds	100,237,316	-	(2,675,000)	(553,120)	97,009,196	2,795,000
Compensated absences	412,962	298,470	(359,268)	-	352,164	271,166
Contract payable	3,180,985	-	(141,311)	-	3,039,674	143,918
Total business-type activities	\$ 103,831,263	\$ 298,470	\$ (3,175,579)	\$ (553,120)	\$ 100,401,034	\$ 3,210,084

Internal service funds predominantly serve the governmental funds. Accordingly, long-term liabilities for these funds are included as part of the above totals for governmental activities. At yearend \$54,314 of internal service fund compensated absences are included in the above amounts. Also, for the governmental activities compensated absences are liquidated by the general fund. The City has complied with all revenue bond covenants.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Redevelopment Agency Capital Projects Funds and Bonds

The City maintains special revenue and capital project funds for the Main Street Redevelopment Agency and the Lower Park Avenue Redevelopment Agency. For the fiscal year ended June 30, 2021, the tax increment collected by the Main Street Redevelopment Agency was \$302,750 and the tax contributions from other governments were \$1,013,554. The tax increment collected by the Lower Park Avenue Redevelopment Agency was \$863,401 and the tax contributions from other governments were \$2,890,518. The tax increment paid to another taxing agency by the Main Street Redevelopment Agency and by the Lower Park Avenue Redevelopment Agency was \$239,580 and \$574,884, respectively. During the fiscal year, the Lower Park Avenue Redevelopment Agency expended \$199,554 for site improvements and \$73,235 for economic development. The Main Street Redevelopment Agency expended \$0 for site improvements, \$25,903 for economic development.

General Obligation Bonds

On August 28, 2013, the City issued General Obligation Bonds Series 2013A in the par amount of \$7,170,000, a premium of \$92,774 and issuance costs of \$98,614. Pursuant to a special bond election held on November 6, 2007, the proceeds of the bonds were used to acquire, construct, improve and modify pathways, roads and related improvements for use by pedestrians and cyclists. Repayments are made from property tax revenues recorded in the Park City General Obligation Debt Service Fund.

On June 6, 2017, the City issued General Obligation Bonds Series 2017 in the amount of \$25,000,000 plus a premium of \$2,863,698 and bond issuance costs of \$155,239 pursuant to a bond election held on November 8, 2016. The proceeds of the bonds were used to acquire, improve and forever preserve open space, park and recreational land located in Bonanza Flats. Repayments are made from property tax revenues recorded in the Park City General Obligation Debt Service Fund.

The debt service requirements for the bonds at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	Series 2013A Dated August 28, 2013 \$7,170,000 @ 2.00% to 3.25% per annum paid semi- annually (Nov. & May)		Series 2017 Dated June 6, 2017 \$25,000,000 @ 3.00% to 5.00% per annum paid semi- annually (Feb. & Aug.)	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2022	\$ 480,000	\$ 109,850	\$ 1,440,000	\$ 774,350
2023	500,000	97,850	1,500,000	702,350
2024	515,000	84,100	1,560,000	627,350
2025	530,000	69,938	1,625,000	549,350
2026	550,000	54,036	1,685,000	468,100
2027	565,000	37,538	1,755,000	383,850
2028	590,000	19,175	1,825,000	296,100
2029	-	-	1,900,000	241,350
2030	-	-	1,975,000	184,350
2031	-	-	2,055,000	125,100
2032	-	-	2,115,000	63,450
Total	3,730,000	472,487	19,435,000	4,415,700
Plus unamortized premium	43,251	-	2,069,803	-
Total	<u>\$ 3,773,251</u>	<u>\$ 472,487</u>	<u>\$ 21,504,803</u>	<u>\$ 4,415,700</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

General Obligation Bonds, Continued

On March 5, 2019, the City issued General Obligation Bonds Series 2019 in the par amount of \$48,290,000, a premium of \$6,827,264 and issuance costs of \$215,508. Pursuant to a special bond election held on November 6, 2018, the proceeds of the bonds were used to acquire, improve and forever preserve open space, park and recreational land located in Treasure Hill and Armstrong/Snow Ranch Pasture. Additionally, the bonds currently refunded \$4,290,000 principal of the City's General Obligation Bonds Series 2008, plus \$67,993 interest. For government-wide reporting, the gain on refunding is reported as a deferred inflow of resources and amortized over the life of the bond. Repayments are made from property tax revenues and recorded in the Park City General Obligation Debt Service Fund.

On May 6, 2020, the City issued General Obligation Bonds Series 2020 in the par amount of \$9,470,000, a premium of \$1,298,465 and issuance costs of \$83,373. Pursuant to a special bond election held on November 6, 2018, the proceeds of the bonds were used to acquire, improve and forever preserve open space, park and recreational land located in Treasure Hill and Armstrong/Snow Ranch Pasture. The 2020 Bonds were the last block of bonds to be issued from the 2018 bond election. Additionally, the bonds currently refunded \$3,730,000 and \$2,255,000 principal of the City's General Obligation Bonds Series 2009 and Series 2010B, respectively, plus \$1,991 and 1,562 interest, respectively. For government-wide reporting, the gain on refunding is reported as a deferred inflow of resources and amortized over the life of the bond. Repayments are made from property tax revenues and recorded in the Park City General Obligation Debt Service Fund.

The debt service requirements for the bonds at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	Series 2019 Dated March 5, 2019 \$48,290,000 @ 3.00% to 5.00% per annum paid semiannually (February and August)		Series 2020 Dated May 6, 2020 \$9,470,000 @ 2.125% to 5.00% per annum paid semiannually (May and November)	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2022	\$ 2,945,000	\$ 1,942,150	\$ 1,435,000	\$ 371,337
2023	3,090,000	1,794,900	1,500,000	299,588
2024	3,245,000	1,640,400	1,570,000	224,587
2025	3,405,000	1,478,150	615,000	146,088
2026	2,730,000	1,307,900	240,000	115,337
2027	2,870,000	1,171,400	250,000	103,338
2028	3,015,000	1,027,900	265,000	90,837
2029	3,165,000	877,150	275,000	77,588
2030	3,320,000	718,900	290,000	63,837
2031	3,490,000	552,900	305,000	49,338
2032	3,625,000	413,300	320,000	37,137
2033	3,810,000	232,050	330,000	27,538
2034	3,925,000	117,750	340,000	17,637
2035	-	-	350,000	7,445
Total	42,635,000	13,274,850	8,085,000	1,631,632
Plus unamortized premium	5,765,634	-	1,198,820	-
Total	<u>\$ 48,400,634</u>	<u>\$ 13,274,850</u>	<u>\$ 9,283,820</u>	<u>\$ 1,631,632</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Sales Tax Revenue and Refunding Bonds

On September 11, 2014, the City issued Sales Tax Revenue Bonds, Series 2014B in the amount of \$5,375,000 plus a premium of \$166,022. The proceeds from the sale of the Series 2014B Sales Tax Revenue Bonds were used for the purpose of financing the cost associated with improvements and acquisition of open space.

On May 12, 2015, the City issued Sales Tax Revenue Bonds, Series 2015 in the amount of \$11,600,000 plus a premium of \$607,524. The proceeds from the sale of the bonds were used for the purpose of financing the cost associated with improvements and acquisition of open space.

The debt service requirements for the bonds at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	Series 2014B Dated September 11, 2014 \$5,375,000 @ 3.00% to 3.25% per annum paid semiannually (June and December)		Series 2015 Dated May 12, 2015 \$11,600,000 @ 2.00% to 4.00% per annum paid semiannually (June and December)	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2022	\$ 605,000	\$ 164,912	\$ 1,780,000	\$ 989,527
2023	625,000	146,763	1,870,000	900,527
2024	640,000	128,013	1,965,000	807,028
2025	660,000	108,813	2,060,000	708,778
2026	680,000	89,013	2,165,000	605,777
2027	700,000	68,613	2,275,000	497,528
2028	720,000	47,612	2,385,000	383,777
2029	745,000	24,212	2,480,000	288,378
2030	-	-	2,555,000	213,977
2031	-	-	2,620,000	147,548
2032	-	-	2,695,000	76,807
Total	5,375,000	777,951	24,850,000	5,619,652
Plus unamortized premium	100,824	-	2,478,748	-
Total	<u>\$ 5,475,824</u>	<u>\$ 777,951</u>	<u>\$ 27,328,748</u>	<u>\$ 5,619,652</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Sales Tax Revenue and Refunding Bonds, Continued

On November 11, 2017, the City issued Sales Tax Revenue Bonds, Series 2017 in the amount of \$31,940,000 plus a premium of \$3,287,871. The proceeds from the sale of the bonds were used for the purpose of financing the acquisition and construction of affordable housing units; land acquisition; parking, plaza and walkway improvements; road improvements; open space acquisition; and parks and community center improvements.

On February 21, 2019 the City issued Sales Tax Revenue Bonds, Series 2019 in the amount of \$26,775,000 plus a premium of \$3,495,522. The proceeds from the sale of the bonds were used for the purpose of financing a portion of the cost of a revolving program of acquiring and constructing affordable housing units, parking and plaza improvements, road improvements, open space acquisition, and park, recreation and community center improvements.

The debt service requirements for the bonds at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	Series 2017 Dated November 11, 2017 \$31,940,000 @ 2.85% to 5.00% per annum paid semiannually (June and December)		Series 2019 Dated February 21, 2019 \$26,775,000 @ 3.00% to 5.00% per annum paid semiannually (June and December)	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2022	\$ 1,780,000	\$ 989,527	\$ 1,400,000	\$ 1,013,250
2023	1,870,000	900,527	1,475,000	941,375
2024	1,965,000	807,028	1,550,000	865,750
2025	2,060,000	708,778	1,600,000	811,000
2026	2,165,000	605,777	1,650,000	753,750
2027	2,275,000	497,528	1,750,000	668,750
2028	2,385,000	383,777	1,825,000	579,375
2029	2,480,000	288,378	1,925,000	485,625
2030	2,555,000	213,977	2,025,000	386,875
2031	2,620,000	147,548	2,125,000	293,750
2032	2,695,000	76,807	2,200,000	207,250
2033	-	-	2,300,000	117,250
2034	-	-	2,375,000	35,625
Total	24,850,000	5,619,652	24,200,000	7,159,625
Plus unamortized premium	2,478,748	-	2,947,687	-
Total	\$ 27,328,748	\$ 5,619,652	\$ 27,147,687	\$ 7,159,625

The Series 2014B, 2015, 2017 and 2019 Bonds are special limited obligations of the City, payable solely from and secured solely by a pledge of revenues from (1) 100 percent of the revenues received by the City from the local sales and use tax levied by the City pursuant to the Utah Local Sales and Use Tax Act, Title 59, Chapter 12, Part 2, Utah Code and (2) 100 percent of the revenues received by the City from the resort communities tax levied by the City pursuant to Title 59, Chapter 12, Part 4 of the Utah Code. The bonds do not constitute a pledge of the ad valorem taxing power or the full faith and credit of the City.

The Series 2017 and 2019 Bonds are additionally payable solely from and secured solely by a pledge of revenues from 100 percent of the revenues received by the City from the municipal transient room tax levied by the City pursuant to Title 59, Chapter 12, Part 3A, Utah Code.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Water Revenue Bonds

On July 14, 2009, the City issued the par amount of \$2,500,000 in Taxable Water Revenue Bonds Series 2009A to finance the construction of drinking water system improvements. The bonds bear no interest and the principal payment of \$125,000 is paid annually beginning July 15, 2010 and ending July 15, 2029. Repayments on the debt are made from the net revenues of the Water Fund. The outstanding balance at June 30, 2020 is \$1,375,000.

On May 31, 2012, the City issued the par amount of \$4,160,000 in Water Revenue Bonds Series 2012 plus a premium of \$313,211 to finance the construction of water system infrastructure. The premium was deferred and amortized over the life of the bond on an effective interest method. Repayments on the debt are made from net revenues of the Water Fund.

On June 25, 2014, the City issued the par amount of \$4,115,000 in Water Revenue Bonds Series 2014 plus a premium of \$223,986 to finance construction of water system infrastructure. The premium was deferred and amortized over the life of the bond on an effective interest method. The bonds incurred bond issue costs of \$93,218, which were recognized as an expense in the period incurred. Repayments on the debt are made from net revenues of the Water Fund.

The debt service requirements for these bonds at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	Series 2012 Dated May 31, 2012 \$4,160,000 @ 2.00% to 4.00% per annum paid semiannually (June and December)		Series 2014 Dated June 25, 2014 \$4,115,000 @ 3.25% per annum paid semiannually (June and December)	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2022	\$ 300,000	\$ 61,150	\$ -	\$ 133,738
2023	310,000	52,150	-	133,738
2024	315,000	42,850	-	133,738
2025	325,000	33,400	2,350,000	133,738
2026	335,000	23,650	1,765,000	57,362
2027	340,000	13,600	-	-
Total	1,925,000	226,800	4,115,000	592,314
Plus unamortized premium	124,192	-	92,865	-
Total	<u>\$ 2,049,192</u>	<u>\$ 226,800</u>	<u>\$ 4,207,865</u>	<u>\$ 592,314</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Water Revenue Refunding Bonds

On December 14, 2012, the City issued the par amount of \$5,525,000 in Water Revenue and Refunding Bonds Series 2012B plus a premium of \$123,766. The premium was deferred and amortized over the life of the bond using the effective interest method. The bond proceeds were used to refund \$390,000 principal of outstanding Water Revenue Bonds Series 2006 plus interest of \$5,650. New money in the amount of \$4,600,000 was received to finance the construction of culinary water system improvements. The bonds incurred bond issuance costs of \$100,848, which were recognized as an expense in the period incurred. Repayments on the debt are made from the net revenues of the Water Fund.

On February 21, 2013, the City issued the par amount of \$3,045,000 in Water Revenue and Refunding Bonds Series 2013 A and B plus a premium of \$37,518. The premium was deferred and amortized over the life of the bond using the effective interest method. The bond proceeds were used to refund \$3,029,000 principal of outstanding Water Revenue Bonds Series 2006 plus interest of \$63,609. The bonds incurred bond issue costs of \$74,516, which were recognized as an expense in the period incurred. Repayments on the debt are made from the net revenues of the Water Fund.

The debt service requirements for the water refunding bonds at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	Series 2012B Dated December 14, 2012 \$5,525,000 @ 2.25% per annum paid semiannually (June and December)		Series 2013A Dated February 21, 2013 \$3,045,000 @ 2.00% per annum paid semiannually (June and December)	
	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2022	\$ -	\$ 124,313	\$ 245,000	\$ 22,750
2023	-	124,312	245,000	17,850
2024	-	124,313	250,000	12,900
2025	-	124,312	255,000	7,850
2026	-	124,313	265,000	2,650
2027	2,525,000	95,906	-	-
2028	3,000,000	33,750	-	-
Total	5,525,000	751,219	1,260,000	64,000
Plus unamortized premium/discount	53,333	-	13,076	-
Total	<u>\$ 5,578,333</u>	<u>\$ 751,219</u>	<u>\$ 1,273,076</u>	<u>\$ 64,000</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Water Revenue Refunding Bonds, Continued

On June 16, 2020, the City issued the par amount of \$75,515,000 in Water Revenue Bonds Series 2020 plus a premium of \$9,802,442. The premium was deferred and amortized over the life of the bond using the effective interest method. The bond proceeds were used to refund \$8,235,000 and \$4,945,000 of outstanding Water Revenue Bonds Series 2009C and 2010, respectively plus interest of \$225,484 and \$99,449, respectively. New money in the amount of \$66,620,000 was received to finance construction of water system infrastructure. The bonds incurred bond issue costs of \$333,785, which were recognized as an expense in the period incurred. Repayments on the debt are made from net revenues of the Water Fund.

The debt service requirements for these bonds at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	Series 2020 Dated June 16, 2020 \$75,515,000 @ 2.125% to 5.00% per annum paid semiannually (June and December)	
	PRINCIPAL	INTEREST
2022	\$ 2,125,000	\$ 2,425,469
2023	2,250,000	2,316,094
2024	2,325,000	2,201,719
2025	175,000	2,139,219
2026	-	2,134,844
2027	1,945,000	2,086,219
2028	2,000,000	1,987,594
2029	4,250,000	1,831,344
2030	4,475,000	1,613,219
2031	4,700,000	1,383,844
2032	4,875,000	1,193,219
2033	5,025,000	1,044,719
2034	5,175,000	891,719
2035	5,350,000	733,844
2036	5,500,000	571,094
2037	5,650,000	432,094
2038	5,775,000	314,234
2039	5,875,000	190,453
2040	6,025,000	64,016
Total	73,495,000	25,554,954
Plus unamortized premium	9,280,729	-
Total	\$ 82,775,729	\$ 25,554,954

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Other Debt

The City entered into an agreement with Weber Basin Water Conservancy District for the right to share in the existing capacity in the East Canyon Water Treatment Plan and Highway 40 System. In return, the City agreed to make an annual payment of \$200,000 per year beginning January 1, 2020 through January 1, 2039. The contract payable has an effective interest rate of 1.8 percent per annum.

The debt service requirements for the contracts payable at June 30, 2021 were as follows:

Fiscal Year Ending June 30,	PRINCIPAL	INTEREST
2022	\$ 143,918	\$ 56,082
2023	146,573	53,427
2024	149,278	50,722
2025	152,032	47,968
2026	154,837	45,163
2027	157,693	42,307
2028	160,603	39,397
2029	163,566	36,434
2030	166,584	33,416
2031	169,657	30,343
2032	172,788	27,212
2033	175,975	24,024
2034	179,222	20,778
2035	182,529	17,471
2036	185,897	14,104
2037	189,326	10,674
2038	192,819	7,181
2039	196,377	3,623
Total	\$ 3,039,674	\$ 560,326

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE E – LONG-TERM OBLIGATIONS, Continued

Annual Debt Service

The annual debt service requirements for all long-term debt outstanding as of June 30, 2021 by activity are as follows:

Fiscal Year Ending June 30,	Governmental Activities		Business-Type Activities	
	General Obligation Bonds	Revenue Bonds	Revenue Bonds	Contract Payable
Principal				
2022	\$ 6,300,000	\$ 4,520,000	\$ 2,795,000	\$ 143,918
2023	6,590,000	4,735,000	2,930,000	146,573
2024	6,890,000	4,950,000	3,015,000	149,278
2025	6,175,000	5,140,000	3,230,000	152,032
2026-2030	27,265,000	28,410,000	21,525,000	803,283
2031-2035	20,665,000	14,315,000	25,125,000	880,171
2036-2040	-	-	28,825,000	764,419
Total	73,885,000	62,070,000	87,445,000	3,039,674
Plus unamortized premium/discount	9,077,508	5,876,810	9,564,196	-
Total	<u>\$ 82,962,508</u>	<u>\$ 67,946,810</u>	<u>\$ 97,009,196</u>	<u>\$ 3,039,674</u>
Interest				
2022	\$ 3,197,688	\$ 2,432,215	\$ 2,767,420	\$ 56,082
2023	2,894,688	2,223,791	2,644,144	53,427
2024	2,576,438	2,005,316	2,515,520	50,722
2025	2,243,526	1,809,266	2,438,519	47,968
2026-2030	7,238,686	5,567,738	10,004,450	196,717
2031-2035	1,643,635	878,227	5,247,343	119,828
2036-2040	-	-	1,571,891	35,582
Total	<u>\$ 19,794,661</u>	<u>\$ 14,916,553</u>	<u>\$ 27,189,287</u>	<u>\$ 560,326</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS

General Information about the Pension Plan

Plan description: Eligible plan participants are provided with pensions through the Utah Retirement Systems (Systems). The Systems are comprised of the following pension trust funds:

Defined Benefit Plans

- Public Employees Noncontributory Retirement System (Noncontributory System) is a multiple-employer, cost-sharing, public employee retirement system;
- Public Employees Contributory Retirement System (Contributory System) is a multiple-employer, cost-sharing, public employee retirement system;
- Public Safety Retirement System (Public Safety System) is a multiple-employer, cost-sharing, public employee retirement system;
- Tier 2 Public Employees Contributory Retirement System (Tier 2 Public Employees System) is a multiple-employer, cost-sharing, public employee retirement system;
- Tier 2 Public Safety and Firefighter Contributory Retirement System (Tier 2 Public Safety and Firefighters System) is a multiple-employer, cost-sharing, public employee retirement system.

The Tier 2 Public Employees System became effective July 1, 2011. All eligible employees beginning on or after July 1, 2011, who have no previous service credit with any of the Systems, are members of the Tier 2 Retirement System.

The Systems are established and governed by the respective sections of Title 49 of the Utah Code Annotated 1953, as amended. The Systems' defined benefit plans are amended statutorily by the State Legislature. The Utah State Retirement Office Act in Title 49 provides for the administration of the Systems under the direction of the Utah State Retirement Board (Board), whose members are appointed by the Governor. The Systems are fiduciary funds defined as pension (and other employee benefit) trust funds. The Systems are a component unit of the State of Utah. Title 49 of the Utah Code grants the authority to establish and amend the benefit terms.

The Systems issue a publicly available financial report that can be obtained by writing Utah Retirement Systems, 560 E. 200 S., Salt Lake City, Utah 84102 or visiting the website: www.urs.org.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Benefits provided: The Systems provide retirement, disability, and death benefits. Retirement benefits are as follows:

System	Final average salary	Years of service required and/or age eligible for benefit	Benefit percent per year of service	COLA**
Noncontributory System	Highest 3 years	30 years any age 25 years any age* 20 years age 60* 10 years age 62* 4 years age 65	2.00% per year all years	Up to 4.00%
Contributory System	Highest 5 years	30 years any age 20 years age 60* 10 years age 62* 4 years age 65	1.25% per year to June 1975; 2.00% per year July 1975 to present	Up to 4.00%
Public Safety System	Highest 3 years	20 years any age 10 years age 60 4 years age 65	2.50% per year up to 20 years; 2.00% per year over 20 years	Up to 2.50% or 4.00% depending upon employer
Tier 2 Public Employees System	Highest 5 years	35 years any age 20 years age 60* 10 years age 62* 4 years age 65	1.50% per year all years	Up to 2.50%
Tier 2 Public Safety and Firefighter System	Highest 5 years	25 years any age 20 years age 60* 10 years age 62* 4 years age 65	1.50% per year to June 2020; 2.00% per year July 2020 to present	Up to 2.50%

* Actuarial reductions are applied.

**All post-retirement cost-of-living adjustments are non-compounding and are based on the original benefit except for Judges, which is a compounding benefit. The cost-of-living adjustments are also limited to the actual Consumer Price Index (CPI) increase for the year, although unused CPI increases not met may be carried forward to subsequent years.

Contribution Rate Summary

As a condition of participation in the Systems, employers and/or employees are required to contribute certain percentages of salary and wages as authorized by statute and specified by the Systems' Board. Contributions are actuarially determined as an amount that, when combined with employee contributions (where applicable) is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded actuarial accrued liability.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Contribution rates as of June 30, 2021 are as follows:

	Employee	Employer	Employer 401(k)
Contributory System			
11 Local Government Div - Tier 1	6.00	14.46	N/A
111 Local Government Div - Tier 2*	N/A	15.80	0.89
Noncontributory System			
15 Local Government Div - Tier 1	N/A	18.47	N/A
Public Safety System			
Contributory			
122 Tier 2 DB Hybrid Public Safety*	2.27	25.83	N/A
Noncontributory			
43 Other Div A with 2.50% COLA	N/A	34.04	N/A
Tier 2 Defined Contribution Only*			
211 Local Government	N/A	6.69	10.00
222 Public Safety	N/A	11.83	12.00

*Tier 2 rates include a statutory required contribution to finance the unfunded actuarial accrued liability of the Tier 1 plans.

For the fiscal year ended June 30, 2021, the employer and employee contributions to the Systems were as follows:

System	Employer Contributions	Employee Contributions
Noncontributory System	\$ 1,154,993	\$ N/A
Contributory System	50,519	20,962
Public Safety System	738,239	-
Tier 2 Public Employees Systems	1,570,537	-
Tier 2 Public Safety and Firefighter	57,846	5,084
Tier 2 DC Only System	134,577	N/A
Tier 2 DC Public Safety and Firefighter System	7,531	N/A
Total Contributions	<u>\$ 3,714,242</u>	<u>\$ 26,046</u>

Contributions reported are the Systems' Board approved required contributions by the System.
Contributions in the Tier 2 Systems are used to finance the unfunded liabilities in the Tier 1 Systems.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Combined Pension Assets, Liabilities, Expense, Deferred Outflows and Inflows of Resources Related to Pensions

At June 30, 2021, the City reported no net pension asset and a net pension liability of \$1,787,303.

	(Measurement Date): December 31, 2020				
	Net Pension Asset	Net Pension Liability	Proportionate Share	Proportionate Share December 31, 2019	Change (Decrease)
Noncontributory System	\$ -	\$ 543,211	1.0590082 %	1.1954718 %	(0.1364636) %
Contributory System	581,540	-	3.2448058	4.3953469	(1.1505411)
Public Safety System	-	1,145,309	1.3794893	1.3778642	0.0016251
Tier 2 Public Employees System	-	88,218	0.6133599	0.6951133	(0.0817534)
Tier 2 Public Safety and Firefighter	-	10,565	0.1177901	0.1264583	(0.0086682)
	<u>\$ 581,540</u>	<u>\$ 1,787,303</u>			

The net pension asset and liability were measured as of December 31, 2020, and the total pension liability used to calculate the net pension asset and liability was determined by an actuarial valuation as of January 1, 2020 and rolled-forward using generally accepted actuarial procedures. The proportion of the net pension asset and liability is equal to the ratio of the employer's actual contributions to the Systems during the plan year over the total of all employer contributions to the Systems during the plan year.

For the fiscal year ended June 30, 2021, the City recognized pension expense of \$1,073,568. The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,026,230	\$ 41,506
Changes in assumptions	114,040	107,970
Net difference between projected and actual earnings on pension plan investments	-	6,697,714
Changes in proportion and differences between contributions and proportionate share of contributions	164,999	523,686
Contributions subsequent to the measurement date	1,895,070	-
	<u>\$ 3,200,339</u>	<u>\$ 7,370,876</u>

\$1,895,070 reported as deferred outflows of resources related to pensions results from contributions made by the City prior to fiscal yearend, but subsequent to the measurement date of December 31, 2020.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended December 31,</u>	<u>Net Deferred Outflows (Inflows) of Resources</u>
2021	\$ (1,800,622)
2022	(981,614)
2023	(2,380,666)
2024	(1,081,948)
2025	30,611
Thereafter	148,633

Noncontributory System Pension Expense, and Deferred Outflows and Inflows of Resources

For the fiscal year ended June 30, 2021, the City recognized pension expense of \$384,623. The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 728,755	\$ -
Changes in assumptions	-	71,055
Net difference between projected and actual earnings on pension plan investments	-	3,966,555
Changes in proportion and differences between contributions and proportionate share of contributions	26,164	520,060
Contributions subsequent to the measurement date	584,532	-
	<u>\$ 1,339,451</u>	<u>\$ 4,557,670</u>

\$584,531 reported as deferred outflows of resources related to pensions results from contributions made by the City prior to fiscal yearend, but subsequent to the measurement date of December 31, 2020.

These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year ended December 31,</u>	<u>Net Deferred Outflows (Inflows) of Resources</u>
2021	\$ (1,097,398)
2022	(620,355)
2023	(1,427,396)
2024	(657,601)
2025	-
Thereafter	-

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Contributory System Pension Expense, and Deferred Outflows and Inflows of Resources

For the fiscal year ended June 30, 2021, the City recognized pension expense of \$(524,709). The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ -	\$ -
Changes in assumptions	-	-
Net difference between projected and actual earnings on pension plan investments	-	986,559
Changes in proportion and differences between contributions and proportionate share of contributions	-	-
Contributions subsequent to the measurement date	17,899	-
	<u>\$ 17,899</u>	<u>\$ 986,559</u>

\$17,899 reported as deferred outflows of resources related to pensions results from contributions made by the City prior to fiscal yearend, but subsequent to the measurement date of December 31, 2020.

These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31,	Net Deferred Outflows (Inflows) of Resources
2021	\$ (315,539)
2022	(151,176)
2023	(358,944)
2024	(160,900)
2025	-
Thereafter	-

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Public Safety System Pension Expense, and Deferred Outflows and Inflows of Resources

For the fiscal year ended June 30, 2021, the City recognized pension expense of \$317,860. The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 210,805	\$ 1,108
Changes in assumptions	-	32,574
Net difference between projected and actual earnings on pension plan investments	-	1,479,985
Changes in proportion and differences between contributions and proportionate share of contributions	2,754	3,504
Contributions subsequent to the measurement date	370,522	-
	<u>\$ 584,081</u>	<u>\$ 1,517,171</u>

\$370,522 reported as deferred outflows of resources related to pensions results from contributions made by the City prior to fiscal yearend, but subsequent to the measurement date of December 31, 2020.

These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31,	Net Deferred Outflows (Inflows) of Resources
2021	\$ (342,328)
2022	(183,263)
2023	(532,701)
2024	(245,321)
2025	-
Thereafter	-

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Tier 2 Public Employees System Pension Expense, and Deferred Outflows and Inflows of Resources

For the fiscal year ended June 30, 2021, the City recognized pension expense of \$862,939. The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 81,207	\$ 40,395
Changes in assumptions	111,585	3,209
Net difference between projected and actual earnings on pension plan investments	-	257,863
Changes in proportion and differences between contributions and proportionate share of contributions	124,502	-
Contributions subsequent to the measurement date	890,216	-
	<u>\$ 1,207,510</u>	<u>\$ 301,467</u>

\$890,216 reported as deferred outflows of resources related to pensions results from contributions made by the City prior to fiscal yearend, but subsequent to the measurement date of December 31, 2020.

These contributions will be recognized as a reduction of the net pension liability in the upcoming year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31,	Net Deferred Outflows (Inflows) of Resources
2021	\$ (44,771)
2022	(26,653)
2023	(60,640)
2024	(18,214)
2025	29,335
Thereafter	136,771

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Tier 2 Public Safety and Firefighter Pension Expense, and Deferred Outflows and Inflows of Resources

For the fiscal year ended June 30, 2021, the City recognized pension expense of \$32,855. The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 5,463	\$ 3
Changes in assumptions	2,455	1,132
Net difference between projected and actual earnings on pension plan investments	-	6,752
Changes in proportion and differences between contributions and proportionate share of contributions	11,579	122
Contributions subsequent to the measurement date	31,901	-
	<u>\$ 51,398</u>	<u>\$ 8,009</u>

\$31,901 reported as deferred outflows of resources related to pensions results from contributions made by the City prior to fiscal yearend, but subsequent to the measurement date of December 31, 2020.

These contributions will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31,	Net Deferred Outflows (Inflows) of Resources
2021	\$ (586)
2022	(167)
2023	(985)
2024	88
2025	1,276
Thereafter	11,862

Actuarial Assumptions

The total pension liability in the December 31, 2020, actuarial valuation was determined using the following actuarial assumption, applied to all periods included in the measurement:

Inflation	2.50 percent
Salary increases	3.25 - 9.75 percent, average, including inflation
Investment rate of return	6.95 percent, net of pension plan investment expense, including inflation

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Mortality rates were adopted from an actuarial experience study dated January 1, 2020. The retired mortality tables are developed using URS retiree experience and are based upon gender, occupation, and age as appropriate with projected improvement using 80.0% of the ultimate rates from the MP-2019 improvement assumption using a base year of 2020. The mortality assumption for active members is the PUB-2010 Employees Mortality Table for public employees, teachers, and public safety members, respectively.

The actuarial assumptions used in the January 1, 2020 valuation were based on the results of an actuarial experience study for the five year period ending December 31, 2019.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class and is applied consistently to each defined benefit pension plan. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Asset Allocation	Expected Return Arithmetic Basis	
		Real Return Arithmetic Basis	Long-Term Expected Portfolio Real Rate of Return
Equity securities	37.000 %	6.30 %	2.33 %
Debt securities	20.000	0.00	0.00
Real assets	15.000	6.19	0.93
Private equity	12.000	9.50	1.14
Absolute return	16.000	2.75	0.44
Cash and cash equivalents	-	-	-
Totals	100.00 %		4.84 %
Inflation			2.50 %
Expected arithmetic nominal return			7.34 %

The 6.95 percent assumed investment rate of return is comprised of an inflation rate of 2.50 percent, a real return of 4.45 percent that is net of investment expense.

Discount rate: The discount rate used to measure the total pension liability was 6.95 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that contributions from all participating employers will be made at contractually required rates that are actuarially determined and certified by the Systems' Board. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The discount rate does not use the Municipal Bond Index Rate. The discount rate remained unchanged at 6.95 percent.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE F – RETIREMENT PLANS, Continued

Sensitivity of the proportionate share of the net pension asset and liability to changes in the discount rate: The following presents the proportionate share of the net pension liability calculated using the discount rate of 6.95 percent, as well as what the proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.95 percent) or 1 percentage point higher (7.95 percent) than the current rate:

System	1% Decrease or 5.95%	Discount Rate of 6.95%	1% Increase or 7.95%
Noncontributory System	\$ 9,417,660	\$ 543,211	\$ (6,854,978)
Contributory System	864,937	(581,540)	(1,802,847)
Public Safety System	4,835,322	1,145,309	(1,850,975)
Tier 2 Public Employees System	1,484,449	88,218	(979,861)
Tier 2 Public Safety and Firefighter System	49,811	10,565	(20,736)
Total	\$ 16,652,179	\$ 1,205,763	\$ (11,509,397)

Pension plan fiduciary net position: Detailed information about the pension plan's fiduciary net position is available in the separately issued Systems' financial report.

Defined Contribution Savings Plans

The Defined Contribution Savings Plans are administered by the Systems' Board and are generally supplemental plans to the basic retirement benefits of the Systems, but may also be used as a primary retirement plan. These plans are voluntary tax-advantaged retirement savings programs authorized under sections 401(k), 457(b) and 408 of the Internal Revenue code. Detailed information regarding plan provisions is available in the separately issued Systems' financial report.

The City participates in the following Defined Contribution Savings Plans with the Systems:

- 401(k) Plan
- Roth IRA Plan
- Traditional IRA Plan

Employee and employer contributions to the Systems Defined Contribution Savings Plans for fiscal year ended June 30, 2021 were as follows:

	2021	2020	2019
401(k) Plan			
Employer Contributions	\$ 362,410	\$ 338,323	\$ 298,209
Employee Contributions	-	-	-
Roth IRA Plan			
Employer Contributions	N/A	N/A	N/A
Employee Contributions	12,285	13,595	15,920

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE G - DEFINED CONTRIBUTION PLANS

Section 401(a) defined contribution money purchase plan

The City sponsors a defined contribution plan under Internal Revenue Code Section 401(a) for all full-time City employees not covered by the Public Safety Retirement System for employers with Social Security coverage.

The ICMA Retirement Corporation (ICMA) administers this plan. The City's total payroll in the fiscal year ended June 30, 2021 was \$25,970,924. Of that amount, \$4,698,573 was eligible to participate in this plan. The City participated at a rate of 0.50 percent, under City resolution for the year ended June 30, 2021 for employees covered by the State Contributory System retirement plan, 0.50 percent for employees covered by the State Noncontributory System retirement plan, and 18.47 percent under State Statue for a limited number of employees that are exempt from the State plan. During the year ended June 30, 2021 contributions totaling \$47,432 or 1.01 percent of covered payroll were made by the City. Employer contributions are fully vested in one year. All contributions were made by the due dates. The 401(a) defined contribution monies are not available to the City or its general creditors. Therefore, no assets or liabilities of the 401(a) defined contribution plan are reflected in the City's financial statements.

Section 457 deferred compensation plan

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all full-time City employees, permits them to defer a portion of their salary until future years. Employees are eligible to voluntarily participate from the date of employment and are vested immediately upon participating. The City's total payroll in the fiscal year ended June 30, 2021 was \$25,970,924 and the City's covered payroll eligible for this plan totaled \$19,177,885. The City participates in employer benefits of \$46.15 per pay period for those employees who have chosen single health insurance coverage and match the employees' voluntary contribution amount at fifty cents on the dollar to a maximum contribution of \$900. Contributions totaling \$334,960 or 1.75 percent of covered payroll were made by the City and voluntary contributions totaling \$794,500 or 4.14 percent of covered payroll were made by employees. All contributions were made by the due dates.

All amounts of compensation deferred under the plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are held in trust for the exclusive benefit of participants and their beneficiaries, except that expenses and taxes may be paid from the Trust. Participants' rights under the plan are equal to those of general creditors of the City in an amount equal to the fair value of the deferred account for each participant. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

Investments are managed by the plan's administrator under one of seven investment options, or a combination thereof. The choice of the investment option(s) is made by the participants. All of the assets and income of the 457 Plan are held in investment fund trusts by ICMA for the exclusive benefit of the participants or their beneficiaries rather than as assets of the employer. As ICMA is the fiduciary of these assets, the City is no longer required to report the assets.

Loans or notes between the City and the defined contribution plans

There are no securities, loans or notes of the City included in the plans' assets.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE H - COMMITMENTS AND CONTINGENCIES

There are several pending lawsuits in which the City is involved. The City Attorney estimates the potential claims against the City resulting from such litigation not covered by insurance would not materially affect the financial position of the City.

Commitments for major construction and capital improvements projects at June 30, 2021 are as follows:

Capital Projects Funds	\$ 1,809,937
Enterprise Funds	\$67,747,250

NOTE I – INTERGOVERNMENTAL REVENUES

Intergovernmental revenues were received by governmental fund types for the year ended June 30, 2021. They consist of the following:

State of Utah Class "C" road allotments	\$ 374,719
State contributions	152,649
County contributions	1,887,408
Federal contributions	14,254,405
Fire District	416,200
School District	2,771,849
Total	<u>\$ 19,857,230</u>

NOTE J – RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft or, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During fiscal year 1989, the City established a Self-Insurance Fund (an internal service fund) to account for and finance its uninsured risk of loss. Under this program, the Self-Insurance Fund provides coverage for up to a maximum of \$250,000 per occurrence for general liability, automobile and errors and omissions. The City purchases commercial insurance for claims in excess of coverage provided by the Self-Insurance Fund and for all other risks of loss. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years. Liabilities are recorded for any claim or judgment when information available prior to issuance of the financial statements indicates it is probable that an asset has been impaired or a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

Unpaid claims as of June 30, 2019	65,357
Incurred claims	347,522
Claim payments	<u>(91,404)</u>
Unpaid claims as of June 30, 2020	321,475
Incurred claims	113,152
Claim payments	<u>(124,396)</u>
Unpaid claims as of June 30, 2021	<u>\$ 310,231</u>

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE K – INTERFUND TRANSFERS

Fund Financial Statements

Transfers were made to and from several funds during the course of the year ended June 30, 2021. An interfund transfer is a legally authorized transfer between funds in which one fund is responsible for the initial receipt of funds and another fund is responsible for the actual disbursement. The General Fund transferred \$1,460,138 to the Equipment Replacement Capital Projects Fund for future replacement of rolling stock and computer equipment. The Redevelopment Agency funds for Main Street and Lower Park transferred \$4,292,532 to the Special Revenue funds for capital expenditures. Several funds transferred a total of \$7,438,866 to the Sales Tax Revenue Bond Debt Service Fund to support principal and interest payments on debt. The General Fund transferred \$25,000 to the Golf Course Fund for administrative costs. Transfers to the General Fund were comprised of: \$1,541,405 from the Water Fund, \$100,000 from the Stormwater Fund, \$977,397 from the Transportation and Parking Fund and \$106,045 from the Golf Course Fund for administrative expenses for the year ended June 30, 2021.

Transfers into:					
Governmental Activities				Business-Type Activities	
Major Funds					
		Sales Tax Revenue & Refunding - DSF	Nonmajor Funds	Golf Course Fund	Total
General Fund					
<u>Transfers out from:</u>					
Governmental activities					
Major funds:					
General fund	\$ -	\$ 22,495	\$ 1,460,138	\$ 25,000	\$ 1,507,633
Capital improvement fund	-	3,589,254	-	-	3,589,254
Sales tax rev & refund - DSF	-	-	-	-	-
General obligation - DSF	-	-	-	-	-
Nonmajor funds:					
Other funds	-	3,827,117	4,292,532	-	8,119,649
Business-type activities					
Water fund	1,541,405	-	-	-	1,541,405
Stormwater fund	100,000	-	-	-	100,000
Transportation and parking fund	977,397	-	-	-	977,397
Golf course fund	106,045	-	-	-	106,045
Total	<u>\$ 2,724,847</u>	<u>\$ 7,438,866</u>	<u>\$ 5,752,670</u>	<u>\$ 25,000</u>	<u>\$ 15,941,383</u>

Government-Wide Financial Statements

Per GASB Statement No. 34, all interfund transfers within governmental activities and business-type activities are eliminated.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE L - TAXES

Before June 15 of each year, the City sets the property tax rate for various municipal purposes. If the City intends to increase property tax revenues above the tax rate of the previous year, state law requires the City to provide public notice to property owners and hold public hearings. All property taxes levied by the City are assessed and collected by Summit and Wasatch Counties. Property taxes are levied on January 1 on real property values assessed as of the same date. Taxes are due November 30 and delinquent taxes are subject to a penalty. Unless the delinquent taxes and penalties are paid before January 15 of the following year, a lien is attached to the property and the amount of taxes and penalties bear interest from January 1 until paid.

If after five years, delinquent taxes have not been paid, the County sells the property at a tax sale. Tax collections are remitted to the City from the County on a monthly basis.

Sales and resort taxes are collected by the State Tax Commission and remitted to the City monthly. Franchise taxes are collected by the telephone, natural gas, electric utilities, cable television and sewer companies and remitted to the City periodically.

NOTE M – UNAVAILABLE REVENUE

Fund Financial Statements

At June 30, 2021, the following unavailable revenues were recorded in the fund financial statements as deferred inflows of resources because the funds were not available to finance expenditures of the current period.

	General	Debt Service - Park City General Obligation	Capital Projects - Capital Improvement Fund	Other Governmental Funds	Total
Miscellaneous loans/ receivable	\$ -	\$ -	\$ 258,161	\$ -	\$ 258,161
Property tax levied- not yet collected	10,531,441	9,497,688	-	5,006,483	25,035,612
	<u>\$ 10,531,441</u>	<u>\$ 9,497,688</u>	<u>\$ 258,161</u>	<u>\$ 5,006,483</u>	<u>\$ 25,293,773</u>

NOTE N – CONDUIT DEBT

On May 13, 2021, the City issued \$15,670,000 of 2021 Tax-Exempt Industrial Revenue Refunding Bonds on behalf of the United States Ski and Snowboard Association (USSA), a nonprofit corporation. The bonds refunded \$15,455,766 of the 2015 Industrial Revenue Refunding Bonds issued on May 29, 2015, on behalf of USSA. The bonds bear interest at a 2.75 percent rate and mature May 1, 2036. The bonds were used to partially finance the construction of The USSA Center of Excellence, an athletic training and office facility located in Park City. The bonds are secured by a pledge of revenues under the Bond Indenture. Neither the City's General Fund nor the full faith and credit of the City are pledged for the payment of principal or interest on the bonds. Since the bonds do not constitute a debt of the City, they are not reported in the accompanying financial statements. The principal balance of outstanding bonds was \$15,628,830 at June 31, 2021.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE O – BUDGET RECONCILIATION

A reconciliation of the original 2020-2021 budget, to the final legally adopted budget for all governmental fund types net of transfers approved in June 2021 is as follows:

	<u>Original Budget</u>		<u>Increase (Decrease)</u>		<u>Budget as Revised</u>
General Fund:					
Revenues	\$ 28,730,840	\$	9,910,300	\$	38,641,140
Expenditures	35,379,916		4,063,320		39,443,236
Special Revenue Funds:					
Revenues	\$ 5,447,000	\$	-	\$	5,447,000
Expenditures	1,179,259		-		1,179,259
Debt Service Funds:					
Revenues	\$ 9,557,647	\$	4,000	\$	9,561,647
Expenditures	12,739,066		4,237,579		16,976,645
Capital Projects Funds:					
Revenues	\$ 15,656,848	\$	-	\$	15,656,848
Expenditures	39,249,713		52,972,864		92,222,577

NOTE P – POLLUTION REMEDIATION

GAAP addresses accounting and financial reporting standards for pollution (including contamination) remediation obligations, which are obligations to address the current or potential detrimental effects of existing pollution by participating in pollution remediation activities such as site assessments and cleanups. GASB 49 identifies the obligating events, which require the City to estimate the components of expected pollution remediation outlays and determine whether outlays for those components should be accrued as a liability or, if appropriate, capitalized when goods and services are acquired.

The Environmental Protection Agency (USEPA) and UDEQ have been investigating and evaluating mine sites within the Park City area since the early 1980's. In 1988, pursuant to approval of USEPA, Park City Municipal Corporation enacted the Landscaping and Maintenance of Soil Cover Ordinance for lots within the City limits. In general, the landscaping and soil maintenance cover requirements mandated a 6-inch clean top soil cap in order to contain the underlying mine related material. The general objective of these measures was to isolate potentially contaminated material from the surface and minimize direct contact. On April 30, 2004, the City implemented an Environmental Management System (EMS) to further strengthen the Soils Ordinance Program on a long-term basis. The EMS Soils Ordinance Boundary contains pollution remediation obligations of Park City Municipal Corporation pursuant to this local ordinance, which is an obligating event pursuant to GASB 49. The City plans to conduct remediation of 48 acres of land in accordance with the Utah Department of Environmental Quality Clean-up Program. The estimated cost to remediate these 48 acres is \$1,272,000 and is recorded as a liability of the City. The estimate of \$1,272,000 is measured at current value using the expected cash flow technique, which measures the liability as the sum of probability-weighted amounts in a range of possible estimated amounts. This technique uses all expectations about possible cash flows. The pollution remediation obligation is an estimate subject to changes resulting from price increases or reductions, technology, or changes in applicable laws and regulations.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE Q – SUBSEQUENT EVENTS

Bond Issuance

On October 13, 2021, the City issued Water Revenue Refunding Bonds, Series 2021 for \$66,135,000. The proceeds will be used to i) fund certain improvements to the City's public works facilities for water; ii) refund prior bonds issued by the City; and iii) for the payment of costs associated with the issuance of the 2021 bonds.

Transit Separation

The City has operated a fare-free public transit system for more than 40 years. For approximately 20 years, the City partnered with Summit County to provide services to the surrounding area outside City limits. As demand for regional transit services continued to grow, both the City and the County recognized the need for additional infrastructure to meet the complex challenges of regional demand and at the same time prevent any degradation to existing services. In response to the increased demand, the City and the County agreed on a separation plan which allowed for the County to focus on regional transit services and the City to focus on municipal transit services. On July 1, 2021, the City and the County each began to operate their respective transit systems independently.

NOTE R – OTHER INFORMATION

Covid-19 and CARES Act

In late January 2020, the World Health Organization (WHO) announced a global health emergency because of a new strain of coronavirus originating in Wuhan, China (the COVID-19 pandemic) and the risks to the international community as the virus spread globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic based on the rapid increase in exposure globally.

On March 6, 2020, the Governor of Utah declared a state of emergency to protect and preserve public health and safety. On March 13, 2020, the President of the United States declared an emergency under the Safford Act, Public Health Service Act and National Emergencies Act pledging funding and activating broad emergency powers. On March 16, 2020, the Utah Department of Health issued a public health emergency and limited operations of some services and businesses.

After passage by Congress, on March 27, 2020, the President signed into law the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The CARES Act, among other things, includes provisions appropriating funds from programs of the United States Department of the Treasury and Department of Education to be used to make payments for specified uses to states and certain local governments. To date, the City has been awarded \$3.43 million in CARES Act funds passed through the State of Utah to the City. The City used those funds to help defray the costs of emergency response to the pandemic, as well as provide support to agencies and businesses affected by the COVID-19 emergency, as directed.

On March 11, 2021, the President of the United States signed the latest COVID-19 relief package passed by Congress into law the American Rescue Plan (ARP) Act. The ARP Act funds are intended to build on and expand the support provided to State, local, and Tribal governments over the last year, including through the Coronavirus Relief Fund. To date, the City has been awarded \$1 million in ARP Act funds passed through the State of Utah to the City. The funds will be distributed in two separate tranches with the first tranche of \$504,528 received on July 15, 2021 and the second expected to be received approximately 12 months later. The City is currently evaluating the best use of these additional funds.

PARK CITY MUNICIPAL CORPORATION, UTAH
NOTES TO BASIC FINANCIAL STATEMENTS, continued
JUNE 30, 2021

NOTE R – OTHER INFORMATION, continued

Covid-19 and CARES Act, continued

The full impact of the COVID-19 pandemic continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the City's financial condition, liquidity, and future results of operations. The City's management is actively monitoring the impact of the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 pandemic and the global responses to curb its spread, the City is not able to estimate the effects of the COVID-19 pandemic on its results of operations, financial condition, or liquidity for fiscal year 2022 and future years.

**REQUIRED SUPPLEMENTARY
INFORMATION (UNAUDITED)**

Schedule of Required Supplementary Information
Schedule of the Proportionate Share of the Net Pension Liability
Park City Municipal Corporation, Utah
Utah Retirement Systems
Last 10 Calendar Years ¹

	As of calendar year ended December 31,	Proportion of the net pension liability (asset)	Proportionate share of the net pension liability (asset)	Covered payroll	Proportionate share of the net pension liability (asset) as a percentage of its covered payroll	Plan fiduciary net position as a percentage of its covered payroll
Noncontributory System	2014	1.1057757 %	\$ 4,801,538	\$ 8,969,083	53.50 %	90.20 %
	2015	1.1629907	6,580,767	8,900,339	73.94	87.80
	2016	1.1028763	7,081,816	8,404,365	84.26	87.30
	2017	1.1793561	5,167,113	8,457,558	61.09	91.90
	2018	1.2132077	8,933,726	8,284,921	107.83	87.00
	2019	1.1954718	4,505,576	7,721,132	58.35	93.70
	2020	1.0590082	543,211	6,406,630	8.48	99.20
Contributory System	2014	1.7202131	496,184	921,380	53.90	94.00
	2015	2.1367876	1,501,851	910,458	164.96	85.70
	2016	3.5528544	1,165,731	852,469	136.75	92.90
	2017	4.2822288	348,463	868,933	40.10	98.20
	2018	4.4140715	1,791,243	826,181	216.81	91.20
	2019	4.3953469	288,055	787,616	36.57	98.60
	2020	3.2448058	(581,540)	535,246	(108.65)	(103.90)
Public Safety System	2014	1.0325635	1,298,534	1,628,847	79.70	90.50
	2015	1.1316373	2,027,047	1,850,090	109.56	87.10
	2016	1.3348476	2,708,774	2,154,360	125.73	86.50
	2017	1.4076471	2,208,117	2,326,902	94.90	90.20
	2018	1.3792220	3,548,166	2,335,379	151.93	84.70
	2019	1.3778642	2,212,323	2,376,678	93.08	90.90
	2020	1.3794893	1,145,309	2,435,306	47.03	95.50
Tier 2 Public Employees System	2014	0.4811751	(14,582)	2,361,287	(0.60)	103.50
	2015	0.6083725	(1,328)	3,930,779	(0.03)	100.20
	2016	0.5779839	64,474	4,739,934	1.36	95.10
	2017	0.6412973	56,541	6,278,394	0.90	97.40
	2018	0.6795699	291,045	7,931,286	3.67	90.80
	2019	0.6951133	156,336	9,661,859	1.62	96.50
	2020	0.6133599	88,218	9,810,802	0.90	98.30
Tier 2 Public Safety and Firefighter System	2014	0.5580685	(8,256)	230,513	(3.60)	120.50
	2015	0.4334431	(6,333)	258,047	(2.45)	110.70
	2016	0.4276917	(3,713)	353,369	(1.05)	103.60
	2017	0.2907906	(3,365)	307,120	(1.10)	103.00
	2018	0.1535009	3,846	205,685	1.87	95.60
	2019	0.1264583	11,895	208,446	5.71	89.60
	2020	0.1177901	10,565	236,532	4.47	93.10

¹ Table represents data available since implementation of GASB Statement 68 and will increase to ten years over time.

Schedule of Required Supplementary Information
Schedule of Contributions
Park City Municipal Corporation, Utah
Utah Retirement Systems
Last 10 Fiscal Years ¹

	As of fiscal year ended June 30,	Actuarial determined contributions	Contributions in relation to the contractually required contribution	Contribution deficiency (excess)	Covered payroll	Contributions as a percentage of covered payroll ²
Noncontributory System	2014	\$ 1,463,515	\$ 1,463,515	\$ -	\$ 8,593,869	17.03 %
	2015	1,593,052	1,593,052	-	8,676,643	18.36
	2016	1,583,281	1,583,281	-	8,630,571	18.35
	2017	1,559,571	1,559,571	-	8,480,620	18.39
	2018	1,553,648	1,553,648	-	8,429,027	18.43
	2019	1,486,998	1,486,998	-	8,084,781	18.39
	2020	1,279,250	1,279,250	-	6,988,178	18.31
	2021	1,154,993	1,154,993	-	6,259,429	18.45
Contributory System	2014	118,386	118,386	-	891,460	13.28
	2015	124,015	124,015	-	857,642	14.46
	2016	126,506	126,506	-	874,871	14.46
	2017	128,811	128,811	-	890,811	14.46
	2018	121,856	121,856	-	842,711	14.46
	2019	118,253	118,253	-	817,793	14.46
	2020	98,228	98,228	-	679,310	14.46
	2021	50,519	50,519	-	349,369	14.46
Public Safety System	2014	444,956	444,956	-	1,579,083	28.18
	2015	487,710	487,710	-	1,613,195	30.23
	2016	602,057	602,057	-	2,018,519	29.83
	2017	703,564	703,564	-	2,326,004	30.25
	2018	696,730	696,730	-	2,306,955	30.20
	2019	703,630	703,630	-	2,321,728	30.31
	2020	741,934	741,934	-	2,438,344	30.43
	2021	738,239	738,239	-	2,427,488	30.41
Tier 2 Public Employees System ³	2014	274,597	274,597	-	1,962,810	13.99
	2015	447,904	447,904	-	2,998,019	14.94
	2016	652,227	652,227	-	4,374,424	14.91
	2017	830,304	830,304	-	5,568,772	14.91
	2018	1,051,865	1,051,865	-	6,961,378	15.11
	2019	1,391,549	1,391,549	-	8,954,624	15.54
	2020	1,568,428	1,568,428	-	10,015,507	15.66
	2021	1,570,537	1,570,537	-	9,940,099	15.80
Tier 2 Public Safety and Firefighter System ³	2014	43,142	43,142	-	206,915	20.85
	2015	46,309	46,309	-	205,361	22.55
	2016	75,876	75,876	-	337,225	22.50
	2017	79,353	79,353	-	352,678	22.50
	2018	54,182	54,182	-	240,064	22.57
	2019	47,136	47,136	-	204,142	23.09
	2020	53,529	53,529	-	231,425	23.13
	2021	57,846	57,846	-	223,947	25.83
Tier 2 Public Employees DC Only System ³	2014	2,308	2,308	-	41,356	5.58
	2015	14,096	14,096	-	209,757	6.72
	2016	23,903	23,903	-	357,294	6.69
	2017	36,006	36,006	-	538,211	6.69
	2018	63,003	63,003	-	941,754	6.69
	2019	85,220	85,220	-	1,273,841	6.69
	2020	108,323	108,323	-	1,619,186	6.69
	2021	134,577	134,577	-	2,011,611	6.69
Tier 2 Public Safety and Firefighter DC Only System ³	2014	-	-	-	-	-
	2015	3,007	3,007	-	25,417	11.83
	2016	6,153	6,153	-	52,009	11.83
	2017	6,895	6,895	-	58,283	11.83
	2018	7,618	7,618	-	64,392	11.83
	2019	8,158	8,158	-	68,956	11.83
	2020	9,069	9,069	-	76,665	11.83
	2021	7,531	7,531	-	63,660	11.83

¹ Table represents data available since implementation of GASB Statement 68 and will increase to ten years over time.

² Contributions as a percentage of covered payroll may be different than the Board certified rate due to rounding or other administrative issues.

³ Contributions in Tier 2 include an amortization rate to help fund the unfunded liabilities in the Tier 1 systems. Tier 2 systems were created effective July 1, 2011.

Park City Municipal Corporation, Utah
Notes to Required Supplementary Information
For the year ended June 30, 2021

Note 1. Changes in Assumptions

There were a number of demographic assumptions (e.g. rates of termination, disability, retirement, as well as an updated mortality and salary increase assumption) updated for use in the January 1, 2020 actuarial valuation. These assumption updates were adopted by the Utah State Retirement Board as a result of an Actuarial Experience Study performed for the Utah Retirement Systems. In aggregate, those assumption changes resulted in a \$201 million increase in the Total Pension Liability, which is about 0.50% of the Total Pension Liability as of December 31, 2019 for all systems combined. The Actuarial Experience Study report as of December 31, 2019 provides detailed information regarding those assumption changes, which may be accessed online at newsroom.urs.org under the “Retirement Office” column using the “Reports and Stats” tab.

**SUPPLEMENTARY
INFORMATION**

NONMAJOR GOVERNMENTAL FUNDS

Lower Park Avenue Redevelopment Agency and Main Street Redevelopment Agency Special Revenue Funds - Special revenue funds are used to account for specific revenue sources that are restricted, committed or assigned to expenditures for particular purposes. These special revenue funds account for the agencies' redevelopment activities which are supported by property tax increment revenue.

Lower Park Avenue Redevelopment Agency Capital Projects Fund - Accounts for the acquisition or construction of capital projects in the Lower Park Avenue Redevelopment area.

Main Street Redevelopment Agency Capital Projects Fund - Accounts for capital projects in the Main Street Redevelopment area.

Municipal Building Authority Capital Projects Fund - The Municipal Building Authority is a legally separate organization that is a mechanism for financing needed City facilities. The Authority acquires and/or builds facilities by borrowing money secured by a lease agreement between the City and the Authority.

Equipment Replacement Capital Improvements Fund - Accounts for the accumulation of resources for the future replacement of fixed assets such as computers, vehicles and heavy equipment.

**Park City Municipal Corporation
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2021**

	Special Revenue Funds			Capital Projects Funds					
	Lower Park Avenue Redevelopment Special Revenue Fund	Main Street Redevelopment Special Revenue Fund	Total Nonmajor Special Revenue Funds	Lower Park Avenue Redevelopment Capital Projects Fund	Main Street Redevelopment Capital Projects Fund	Municipal Building Authority Capital Projects Fund	Equipment Replacement Capital Improvements Fund	Total Nonmajor Capital Projects Funds	Total Nonmajor Governmental Funds
ASSETS									
Cash, cash equivalents and investments	\$ 1,091,907	\$ 1,135,950	\$ 2,227,857	\$ 3,014,074	\$ 894,090	\$ 452,705	\$ 2,645,023	\$ 7,005,892	\$ 9,233,749
Taxes receivable	3,714,950	1,312,685	5,027,635	-	-	-	-	-	5,027,635
Accounts receivable	37	39	76	74	16	11	21,469	21,570	21,646
Total assets	<u>\$ 4,806,894</u>	<u>\$ 2,448,674</u>	<u>\$ 7,255,568</u>	<u>\$ 3,014,148</u>	<u>\$ 894,106</u>	<u>\$ 452,716</u>	<u>\$ 2,666,492</u>	<u>\$ 7,027,462</u>	<u>\$ 14,283,030</u>
LIABILITIES									
Accounts payable	\$ 35,876	\$ -	\$ 35,876	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,876
Accrued liabilities	-	15,000	15,000	-	-	-	-	-	15,000
Total liabilities	<u>35,876</u>	<u>15,000</u>	<u>50,876</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,876</u>
DEFERRED INFLOWS OF RESOURCES									
Unavailable revenue-property tax	3,706,483	1,300,000	5,006,483	-	-	-	-	-	5,006,483
Total deferred inflow of resources	<u>3,706,483</u>	<u>1,300,000</u>	<u>5,006,483</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,006,483</u>
Total liabilities and deferred inflows of resources	<u>3,742,359</u>	<u>1,315,000</u>	<u>5,057,359</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,057,359</u>
FUND BALANCES									
Committed:									
Capital projects funds	-	-	-	3,014,148	894,106	452,716	2,666,492	7,027,462	7,027,462
Economic development	1,064,535	1,133,674	2,198,209	-	-	-	-	-	2,198,209
Total fund balances	<u>\$ 1,064,535</u>	<u>\$ 1,133,674</u>	<u>\$ 2,198,209</u>	<u>\$ 3,014,148</u>	<u>\$ 894,106</u>	<u>\$ 452,716</u>	<u>\$ 2,666,492</u>	<u>\$ 7,027,462</u>	<u>\$ 9,225,671</u>
Total liabilities and fund balances	<u>\$ 4,806,894</u>	<u>\$ 2,448,674</u>	<u>\$ 7,255,568</u>	<u>\$ 3,014,148</u>	<u>\$ 894,106</u>	<u>\$ 452,716</u>	<u>\$ 2,666,492</u>	<u>\$ 7,027,462</u>	<u>\$ 14,283,030</u>

Park City Municipal Corporation
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Nonmajor Governmental Funds
For the Year Ended June 30, 2021

	Special Revenue Funds			Capital Projects Funds					
	Lower Park Avenue Redevelopment Special Revenue Fund	Main Street Redevelopment Special Revenue Fund	Total Nonmajor Special Revenue Funds	Lower Park Avenue Redevelopment Capital Projects Fund	Main Street Redevelopment Capital Projects Fund	Municipal Building Authority Capital Projects Fund	Equipment Replacement Capital Improvements Fund	Total Nonmajor Capital Projects Funds	Total Nonmajor Governmental Funds
REVENUES									
Taxes and special assessments	\$ 863,401	\$ 302,750	\$ 1,166,151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,166,151
Intergovernmental	2,890,518	1,013,554	3,904,072	-	-	-	-	-	3,904,072
Investment income	7,145	7,882	15,027	16,611	3,932	2,529	-	23,072	38,099
Total revenues	3,761,064	1,324,186	5,085,250	16,611	3,932	2,529	-	23,072	5,108,322
EXPENDITURES									
Capital outlay	-	-	-	199,554	-	-	256,520	456,074	456,074
Economic development	651,119	265,483	916,602	-	-	-	-	-	916,602
Total expenditures	651,119	265,483	916,602	199,554	-	-	256,520	456,074	1,372,676
Excess (deficiency) of revenues over expenditures	3,109,945	1,058,703	4,168,648	(182,943)	3,932	2,529	(256,520)	(433,002)	3,735,646
OTHER FINANCING SOURCES (USES)									
Sale of capital assets	-	-	-	268,166	-	-	31,635	299,801	299,801
Transfers in	-	-	-	3,092,532	1,200,000	-	1,460,138	5,752,670	5,752,670
Transfers out	(3,092,532)	(1,200,000)	(4,292,532)	(2,780,340)	(1,046,777)	-	-	(3,827,117)	(8,119,649)
Total other financing sources (uses)	(3,092,532)	(1,200,000)	(4,292,532)	580,358	153,223	-	1,491,773	2,225,354	(2,067,178)
Net change in fund balances	17,413	(141,297)	(123,884)	397,415	157,155	2,529	1,235,253	1,792,352	1,668,468
Fund balances - beginning	1,047,122	1,274,971	2,322,093	2,616,733	736,951	450,187	1,431,239	5,235,110	7,557,203
Fund balances - ending	\$ 1,064,535	\$ 1,133,674	\$ 2,198,209	\$ 3,014,148	\$ 894,106	\$ 452,716	\$ 2,666,492	\$ 7,027,462	\$ 9,225,671

Park City Municipal Corporation
Capital Improvements Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Taxes and special assessments	\$ 8,699,216	\$ 8,699,216	\$ 11,049,559	\$ 2,350,343
Intergovernmental	5,951,005	5,951,005	1,536,533	(4,414,472)
Investment income	325,365	325,365	413,032	87,667
Impact fees	355,000	355,000	386,843	31,843
Rental and other	86,500	86,500	800,441	713,941
Miscellaneous	239,762	239,762	1,069,020	829,258
Total revenues	15,656,848	15,656,848	15,255,428	(401,420)
EXPENDITURES				
Capital outlay	-	-	-	-
Land and building acquisition	676,045	22,511,635	2,677,628	19,834,007
Street and storm drain improvements	6,412,900	5,366,185	1,019,255	4,346,930
Building renovation and construction	26,800,000	37,830,314	984,453	36,845,861
Improvements other than building	3,276,243	18,911,119	1,618,654	17,292,465
City parks and cemetery improvements	150,000	301,153	8,091	293,062
Equipment	219,387	1,820,713	137,271	1,683,442
Total expenditures	37,534,575	86,741,119	6,445,352	80,295,767
Excess (deficiency) of revenues over expenditures	(21,877,727)	(71,084,271)	8,810,076	(80,697,187)
OTHER FINANCING SOURCES (USES)				
Debt issuance	9,000,000	9,000,000	-	(9,000,000)
Sale of capital assets	14,000,000	14,000,000	1,618,874	(12,381,126)
Transfers out	(3,580,329)	(3,589,254)	(3,589,254)	-
Total other financing sources (uses)	19,419,671	19,410,746	(1,970,380)	(21,381,126)
Net change in fund balances	(2,458,056)	(51,673,525)	6,839,696	(102,078,313)
Fund balances - beginning	61,883,780	61,883,780	61,883,780	-
Fund balances - ending	\$ 59,425,724	\$ 10,210,255	\$ 68,723,476	\$ (102,078,313)

Park City Municipal Corporation
Sales Tax Revenue and Refunding Bonds Debt Service Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Investment income	\$ -	\$ -	\$ 148,093	\$ 148,093
Total revenues	-	-	148,093	148,093
EXPENDITURES				
Debt service:				
Interest	1,510,066	2,599,365	2,587,172	12,193
Principal retirement	3,530,000	4,855,000	4,855,000	-
Total expenditures	5,040,066	7,454,365	7,442,172	12,193
Excess (deficiency) of revenues over expenditures	(5,040,066)	(7,454,365)	(7,294,079)	135,900
OTHER FINANCING SOURCES				
Transfers in	7,432,441	7,438,866	7,438,866	-
Net change in fund balances	2,392,375	(15,499)	144,787	135,900
Fund balances - beginning	26,139,192	26,139,192	26,139,192	-
Fund balances - ending	<u>\$ 28,531,567</u>	<u>\$ 26,123,693</u>	<u>\$ 26,283,979</u>	<u>\$ 135,900</u>

Park City Municipal Corporation
General Obligation Bonds Debt Service Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
REVENUES				
Taxes and special assessments	\$ 9,518,281	\$ 9,522,281	\$ 9,506,281	\$ (16,000)
Investment income	-	-	1,209	1,209
Total revenues	9,518,281	9,522,281	9,507,490	(14,791)
EXPENDITURES				
Debt service:				
Interest	3,054,000	3,492,281	3,483,316	8,965
Principal retirement	4,645,000	6,030,000	6,030,000	-
Total expenditures	7,699,000	9,522,281	9,513,316	8,965
Excess (deficiency) of revenues over expenditures	1,819,281	-	(5,826)	(23,756)
Net change in fund balances	1,819,281	-	(5,826)	(23,756)
Fund balances - beginning	1,602,279	1,602,279	1,602,279	-
Fund balances - ending	<u>\$ 3,421,560</u>	<u>\$ 1,602,279</u>	<u>\$ 1,596,453</u>	<u>\$ (23,756)</u>

Park City Municipal Corporation
Lower Park Avenue Redevelopment Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Taxes and special assessments	\$ 1,052,000	\$ 1,052,000	\$ 863,401	\$ (188,599)
Intergovernmental	3,200,000	3,200,000	2,890,518	(309,482)
Investment income	-	-	7,145	7,145
Total revenues	<u>4,252,000</u>	<u>4,252,000</u>	<u>3,761,064</u>	<u>(490,936)</u>
EXPENDITURES				
Economic development	<u>724,259</u>	<u>724,258</u>	<u>651,119</u>	<u>73,139</u>
Excess (deficiency) of revenues over expenditures	<u>3,527,741</u>	<u>3,527,742</u>	<u>3,109,945</u>	<u>(564,075)</u>
OTHER FINANCING USES				
Transfers out	<u>(3,092,532)</u>	<u>(3,092,532)</u>	<u>(3,092,532)</u>	<u>-</u>
Net change in fund balances	435,209	435,210	17,413	(564,075)
Fund balances - beginning	<u>1,047,122</u>	<u>1,047,122</u>	<u>1,047,122</u>	<u>-</u>
Fund balances - ending	<u>\$ 1,482,331</u>	<u>\$ 1,482,332</u>	<u>\$ 1,064,535</u>	<u>\$ (564,075)</u>

Park City Municipal Corporation
Main Street Redevelopment Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Taxes and special assessments	\$ 315,000	\$ 315,000	\$ 302,750	\$ (12,250)
Intergovernmental	880,000	880,000	1,013,554	133,554
Investment income	-	-	7,882	7,882
Total revenues	<u>1,195,000</u>	<u>1,195,000</u>	<u>1,324,186</u>	<u>129,186</u>
EXPENDITURES				
Economic development	<u>455,000</u>	<u>455,000</u>	<u>265,483</u>	<u>189,517</u>
Excess (deficiency) of revenues over expenditures	<u>740,000</u>	<u>740,000</u>	<u>1,058,703</u>	<u>(60,331)</u>
OTHER FINANCING USES				
Transfers out	<u>(700,000)</u>	<u>(1,200,000)</u>	<u>(1,200,000)</u>	<u>-</u>
Net change in fund balances	40,000	(460,000)	(141,297)	(60,331)
Fund balances - beginning	1,274,971	1,274,971	1,274,971	-
Fund balances - ending	<u>\$ 1,314,971</u>	<u>\$ 814,971</u>	<u>\$ 1,133,674</u>	<u>\$ (60,331)</u>

Park City Municipal Corporation
Lower Park Avenue Redevelopment Capital Projects Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Investment income	\$ -	\$ -	\$ 16,611	\$ 16,611
EXPENDITURES				
Capital outlay:				
Land and building acquisition	-	25,886	2,427	23,459
Street and storm drain improvements	-	39,845	-	39,845
Building renovation and construction	-	1,236,475	3,270	1,233,205
Improvements other than building	155,000	561,169	193,857	367,312
City parks and cemetery improvements	100,000	642,248	-	642,248
Total expenditures	255,000	2,505,623	199,554	2,306,069
Deficiency of revenues over expenditures	(255,000)	(2,505,623)	(182,943)	(2,289,458)
OTHER FINANCING SOURCES (USES)				
Sale of capital assets	-	-	268,166	268,166
Transfers in	3,092,532	3,092,532	3,092,532	-
Transfers out	(2,782,840)	(2,780,340)	(2,780,340)	-
Total other financing sources (uses)	309,692	312,192	580,358	268,166
Net change in fund balances	54,692	(2,193,431)	397,415	(2,021,292)
Fund balances - beginning	2,616,733	2,616,733	2,616,733	-
Fund balances - ending	\$ 2,671,425	\$ 423,302	\$ 3,014,148	\$ (2,021,292)

Park City Municipal Corporation
Main Street Redevelopment Capital Projects Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Investment income	\$ -	\$ -	\$ 3,932	\$ 3,932
OTHER FINANCING SOURCES (USES)				
Transfers in	700,000	1,200,000	1,200,000	-
Transfers out	(1,046,777)	(1,046,777)	(1,046,777)	-
Total other financing sources (uses)	(346,777)	153,223	153,223	-
Net change in fund balances	(346,777)	153,223	157,155	3,932
Fund balances - beginning	736,951	736,951	736,951	-
Fund balances - ending	<u>\$ 390,174</u>	<u>\$ 890,174</u>	<u>\$ 894,106</u>	<u>\$ 3,932</u>

Park City Municipal Corporation
Municipal Building Authority Capital Projects Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
REVENUES				
Investment income	\$ -	\$ -	\$ 2,529	\$ 2,529
Net change in fund balances	-	-	2,529	2,529
Fund balances - beginning	450,187	450,187	450,187	-
Fund balances - ending	<u>\$ 450,187</u>	<u>\$ 450,187</u>	<u>\$ 452,716</u>	<u>\$ 2,529</u>

Park City Municipal Corporation
Equipment Replacement Capital Improvements Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual
For the Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final		
EXPENDITURES				
Capital outlay:				
Equipment	\$ 1,460,138	\$ 2,577,863	\$ 256,520	\$ 2,321,343
Deficiency of revenues over expenditures	(1,460,138)	(2,577,863)	(256,520)	(2,321,343)
OTHER FINANCING SOURCES (USES)				
Sale of capital assets	-	-	31,635	31,635
Transfers in	1,315,600	1,460,138	1,460,138	-
Total other financing sources (uses)	1,315,600	1,460,138	1,491,773	31,635
Net change in fund balances	(144,538)	(1,117,725)	1,235,253	(2,289,708)
Fund balances - beginning	1,431,239	1,431,239	1,431,239	-
Fund balances - ending	<u>\$ 1,286,701</u>	<u>\$ 313,514</u>	<u>\$ 2,666,492</u>	<u>\$ (2,289,708)</u>

INTERNAL SERVICE FUNDS

The Internal Service Funds are used to account for the financing and operations of services provided to various City departments and other governments, on a cost-reimbursement basis. Included are:

Fleet Services Fund: Fleet Services Fund accounts for the cost of storage, repair and maintenance of City-owned vehicles.

Self-Insurance Fund: Self-Insurance Fund accounts for the establishment of a self-insurance program.

Park City Municipal Corporation
Combining Statement of Net Position
Internal Service Funds
June 30, 2021

	Fleet Services Fund	Self- Insurance Fund	Total Internal Service Funds
ASSETS			
Current assets:			
Cash, cash equivalents and investments	\$ 1,080,681	\$ 2,018,685	\$ 3,099,366
Accounts receivable	50,555	6,389	56,944
Inventories	220,312	-	220,312
Total current assets	1,351,548	2,025,074	3,376,622
Noncurrent assets:			
Vehicles and equipment	47,450	-	47,450
Accumulated depreciation and amortization	(47,450)	-	(47,450)
Net pension asset	50,075	-	50,075
Total noncurrent assets	50,075	-	50,075
Total assets	1,401,623	2,025,074	3,426,697
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows of resources related to pensions	83,951	-	83,951
Total deferred outflows of resources	83,951	-	83,951
Total assets and deferred outflows of resources	\$ 1,485,574	\$ 2,025,074	\$ 3,510,648
LIABILITIES			
Current liabilities:			
Accounts payable	65,754	53,063	118,817
Accrued liabilities	16,628	1,000,000	1,016,628
Compensated absences	28,363	-	28,363
Total current liabilities	110,745	1,053,063	1,163,808
Noncurrent liabilities:			
Net pension liability	24,082	-	24,082
Compensated absences	25,951	-	25,951
Total noncurrent liabilities	50,033	-	50,033
Total liabilities	160,778	1,053,063	1,213,841
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows of resources related to pensions	276,808	-	276,808
Total deferred inflows of resources	276,808	-	276,808
Total liabilities and deferred inflows of resources	437,586	1,053,063	1,490,649
NET POSITION			
Unrestricted	1,047,988	972,011	2,019,999
Total net position	\$ 1,047,988	\$ 972,011	\$ 2,019,999

Park City Municipal Corporation
Combining Statement of Revenues, Expenses, and Changes in Net Position
Internal Service Funds
For the Year Ended June 30, 2021

	Fleet Services Fund	Self- Insurance Fund	Total Internal Service Funds
OPERATING REVENUES			
Charges for services	\$ 2,348,700	\$ 1,674,043	\$ 4,022,743
Total operating revenues	<u>2,348,700</u>	<u>1,674,043</u>	<u>4,022,743</u>
OPERATING EXPENSES			
Salaries and benefits	707,950	-	707,950
Supplies, maintenance and services	735,031	2,133,859	2,868,890
Energy and utilities	667,580	-	667,580
Total operating expenses	<u>2,110,561</u>	<u>2,133,859</u>	<u>4,244,420</u>
Operating income (loss)	<u>238,139</u>	<u>(459,816)</u>	<u>(221,677)</u>
Change in net position	238,139	(459,816)	(221,677)
Total net position - beginning	809,849	1,431,827	2,241,676
Total net position - ending	<u>\$ 1,047,988</u>	<u>\$ 972,011</u>	<u>\$ 2,019,999</u>

Park City Municipal Corporation
Statement of Cash Flows
Internal Service Funds
For the Year Ended June 30, 2021

	Fleet Services Fund	Self- Insurance Fund	Total Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash receipts from customers	\$ 2,344,792	\$ 1,668,314	\$ 4,013,106
Payments to employees	(956,836)	-	(956,836)
Payments to suppliers	(1,465,827)	(1,381,819)	(2,847,646)
Net cash provided (used) by operating activities	(77,871)	286,495	208,624
Net increase (decrease) in cash and cash equivalents	(77,871)	286,495	208,624
Balances - beginning of year	1,158,552	1,732,190	2,890,742
Balances - end of the year	<u>\$ 1,080,681</u>	<u>\$ 2,018,685</u>	<u>\$ 3,099,366</u>
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:			
Operating Income	\$ 238,139	\$ (459,816)	\$ (221,677)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Pension related	(237,620)	-	(237,620)
Changes in assets and liabilities:			
Accounts receivable	(3,910)	(5,729)	(9,639)
Inventory	(23,243)	-	(23,243)
Accounts and other payables	(39,972)	(247,960)	(287,932)
Accrued liabilities	(6,555)	1,000,000	993,445
Compensated absences	(4,710)	-	(4,710)
Net cash provided (used) by operating activities	<u>\$ (77,871)</u>	<u>\$ 286,495</u>	<u>\$ 208,624</u>

STATISTICAL SECTION (Unaudited)

This part of the City's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements and note disclosures says about the City's overall financial health.

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Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

Schedule 1
Park City Municipal Corporation, Utah
Net Position by Component
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2012 (1)	2013	2014 (1)	2015	2016 (1)	2017 (1)	2018	2019 (1)	2020	2021
Governmental activities										
Net investment in capital assets	\$ 136,071,293	\$ 142,887,371	\$ 150,053,024	\$ 159,315,342	\$ 169,437,708	\$ 182,684,418	\$ 190,028,413	\$ 198,327,763	\$ 213,716,372	\$ 219,008,250
Restricted	(2) 681,918	(2) 709,082	(2) 6,913,237	(2) 7,465,730	(2) 6,361,175	(2) 6,378,214	(2) 6,661,816	(2) 7,253,575	9,015,764	7,629,799
Unrestricted	(2) 44,244,057	(2) 42,172,072	(2) 31,428,170	(2) 30,764,855	(2) 36,189,936	(2) 32,920,698	(2) 45,040,731	(2) 52,175,273	56,427,139	76,413,988
Total governmental activities net position	\$ 180,997,268	\$ 185,768,525	\$ 188,394,431	\$ 197,545,927	\$ 211,988,819	\$ 221,983,330	\$ 241,730,960	\$ 257,756,611	\$ 279,159,275	\$ 303,052,037
Business-type activities										
Net investment in capital assets	\$ 56,867,717	\$ 57,738,180	\$ 58,889,312	\$ 61,064,884	\$ 64,172,905	\$ 91,043,049	\$ 104,256,756	\$ 113,503,024	\$ 117,863,860	\$ 206,321,749
Restricted	(2) 449,859	(2) -	(2) -	(2) -	(2) -	(2) -	(2) -	(2) -	-	-
Unrestricted	(2) 22,278,717	(2) 24,037,966	(2) 25,691,399	(2) 29,215,116	(2) 27,577,761	(2) 26,506,386	(2) 18,602,068	(2) 14,994,253	12,098,879	(68,054,783)
Total business-type activities net position	\$ 79,596,293	\$ 81,776,146	\$ 84,580,711	\$ 90,280,000	\$ 91,750,666	\$ 117,549,435	\$ 122,858,824	\$ 128,497,277	\$ 129,962,739	\$ 138,266,966
Primary government										
Net investment in capital assets	\$ 192,939,010	\$ 200,625,551	\$ 208,942,336	\$ 220,380,226	\$ 233,610,613	\$ 273,727,467	\$ 294,285,169	\$ 311,830,787	\$ 331,580,232	\$ 425,329,999
Restricted	1,131,777	709,082	6,913,237	7,465,730	6,361,175	6,378,214	6,661,816	7,253,575	9,015,764	7,629,799
Unrestricted	66,522,774	66,210,038	57,119,569	59,979,971	63,767,697	59,427,084	63,642,799	67,169,526	68,526,018	8,359,205
Total primary government net position	\$ 260,593,561	\$ 267,544,671	\$ 272,975,142	\$ 287,825,927	\$ 303,739,485	\$ 339,532,765	\$ 364,589,784	\$ 386,253,888	\$ 409,122,014	\$ 441,319,003

Notes:
(1) Restated.
(2) Reclassified long-term debt related to net assets restricted for debt service and capital projects out of unrestricted net assets.

Schedule 2
Park City Municipal Corporation, Utah
Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2012 (1)	2013	2014 (1)	2015	2016 (1)	2017 (1)	2018	2019 (1)	2020	2021
Expenses										
Governmental activities:										
General government	\$ 16,418,511	\$ 15,410,428	\$ 17,971,342	\$ 19,233,343	\$ 19,676,565	\$ 21,909,746	\$ 21,793,758	\$ 23,755,044	\$ 22,198,830	\$ 25,563,924
Public safety	4,749,019	5,005,854	5,023,548	5,270,197	5,705,960	6,254,164	6,736,639	6,747,797	7,438,463	7,114,475
Public works	7,120,275	7,225,061	7,053,923	6,967,243	7,088,647	7,263,125	7,209,164	6,929,871	6,794,406	6,615,287
Library and recreation	3,707,452	4,194,025	4,408,912	4,618,338	5,671,823	5,843,178	5,726,489	5,729,844	5,556,544	5,527,008
Interest on long-term debt	1,812,222	1,588,388	1,552,101	1,285,952	1,456,433	1,366,939	2,537,159	3,558,591	9,041,292	4,685,097
Total governmental activities expenses	33,807,479	33,423,756	36,009,826	37,375,073	39,599,428	42,637,152	44,003,209	46,721,147	51,029,535	49,505,791
Business-type activities:										
Water	9,828,676	10,980,949	11,678,822	11,870,125	12,934,161	13,086,302	13,314,440	13,578,235	17,145,476	24,406,117 (16)
Stormwater	-	-	-	-	-	1,162,202 (8)	921,138	1,470,837	1,276,945	1,054,170
Transportation and parking	9,243,798	9,608,636	10,378,982	10,804,211	11,801,545	13,848,109	19,435,515	22,521,490	23,485,955	18,208,111 (17)
Golf course	1,394,404	1,415,478	1,441,498	1,512,330	1,541,601	1,546,036	1,711,826	1,488,121	1,578,559	1,774,565
Total business-type activities expenses	20,466,878	22,005,063	23,499,302	24,186,666	26,277,307	29,642,649	35,382,919	39,058,683	43,486,935	45,442,963
Total primary government expenses	\$ 54,274,357	\$ 55,428,819	\$ 59,509,128	\$ 61,561,739	\$ 65,876,735	\$ 72,279,801	\$ 79,386,128	\$ 85,779,830	\$ 94,516,470	\$ 94,948,754
Program Revenues										
Governmental activities:										
Charges for services										
General government	\$ 2,072,172	\$ 2,388,214	\$ 3,907,142	\$ 4,718,626	\$ 3,734,852	\$ 3,668,799	\$ 4,724,514	\$ 5,647,186	\$ 7,004,032	\$ 4,442,102
Public safety	6,593	12,313	100	-	3,996	9,685	2,880	10	-	6,062
Public works	222,708	246,390	190,022	224,820	200,761	174,917	189,117	129,171	113,087	-
Library and recreation	1,142,700	1,287,791	1,309,934	1,210,362	1,295,132	1,253,491	1,356,186	1,203,836	1,831,546	2,345,843
Operating grants and contributions	151,111	350,352	165,147	121,866	145,704	187,166	161,075	195,542	344,543	3,315,938
Capital grants and contributions	1,476,472	1,073,924	1,879,881	2,479,239	324,650	2,652,254	9,028,885	1,608,966	4,636,167	2,547,350
Total governmental activities program revenues	5,071,756	5,358,984	7,452,226	8,754,913	5,705,095	7,946,312	15,462,657	8,784,711	13,929,375	12,657,295
Business-type activities:										
Charges for services										
Water	9,915,490	12,242,653	13,171,473	14,176,728	15,205,729	17,237,175	17,924,616	18,606,759	18,538,414	21,117,232
Stormwater	-	-	-	-	-	979,419 (8)	1,277,767	1,572,044	1,437,517	1,480,432
Transportation and parking	3,487,939	3,977,883	3,895,008	4,255,752	4,497,989	5,227,316	9,789,087	11,113,961	8,210,423	4,441,511 (17)
Golf course	1,033,286	1,102,133	1,056,248	1,105,882	1,139,839	1,153,794	1,203,560	1,131,283	1,232,521	1,922,248
Operating grants and contributions	3,681,732	-	1,649,174	1,602,990	-	2,813,864	2,307,083	-	5,586,097	10,654,184
Capital grants and contributions	4,856,335	2,373,881	3,353,572	4,186,198	1,956,426	14,612,633	2,439,682	6,524,981	2,286,289	5,835,341
Total business-type activities program revenues	22,974,782	19,696,550	23,125,475	25,327,550	22,799,983	42,024,201	34,941,795	38,949,028	37,291,261	45,450,948
Total primary government program revenues	\$ 28,046,538	\$ 25,055,534	\$ 30,577,701	\$ 34,082,463	\$ 28,505,078	\$ 49,970,513	\$ 50,404,452	\$ 47,733,739	\$ 51,220,636	\$ 58,108,243
Net (expense)/revenue										
Governmental activities	\$ (28,735,723)	\$ (28,064,772)	\$ (28,557,600)	\$ (28,620,160)	\$ (33,894,333)	\$ (34,690,840)	\$ (28,540,552)	\$ (37,936,436)	\$ (37,100,160)	\$ (36,848,496)
Business-type activities	2,507,904	(2,308,513)	(373,827)	1,140,884	(3,477,324)	12,381,552	(441,124)	(109,655)	(6,195,674)	7,985
Total primary government net expense	\$ (26,227,819)	\$ (30,373,285)	\$ (28,931,427)	\$ (27,479,276)	\$ (37,371,657)	\$ (22,309,288)	\$ (28,981,676)	\$ (38,046,091)	\$ (43,295,834)	\$ (36,840,511)

Schedule 2, Continued
Park City Municipal Corporation, Utah
Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2012 (1)	2013	2014 (1)	2015	2016 (1)	2017 (1)	2018	2019 (1)	2020	2021
General Revenues and Other Changes in Net Position										
Governmental activities:										
Taxes										
Property tax, levied for general purposes	\$ 13,797,851	\$ 13,587,385	\$ 12,772,297	\$ 12,809,892	\$ 14,755,299	\$ 14,350,265	\$ 14,686,693	\$ 15,499,965	\$ 17,445,636	\$ 17,977,155
Property tax, levied for debt service	4,580,904	4,577,873	5,082,714	5,321,592	3,723,453	4,220,158	6,432,184	6,036,374	9,281,384	9,506,281
General sales and use tax	4,125,435	4,187,472	4,347,534	4,731,904	5,180,094	5,620,687	5,915,331	6,403,710	6,389,540	7,161,106
Franchise tax	2,816,070	3,037,407	3,158,716	3,061,207	3,185,820	3,194,392	3,147,847	3,230,881	3,161,759	3,253,431
Resort tax	5,443,231	5,983,636	9,151,788	10,066,040	11,154,870	12,253,267	14,491,767	16,741,000	16,460,084	18,004,460
Investment earnings	283,191	258,657	348,090	261,735	434,588	582,208	1,122,856	2,297,088	2,041,844	739,741
Miscellaneous	944,093	1,203,599	1,594,150	804,286	492,730	4,856,960	1,776,504	2,963,178	2,938,083	4,170,268
Gain/Loss on sale of capital assets	-	-	-	-	1,328,784	-	-	74,891	69,494	(786,184)
Transfers	-	-	-	715,000	715,000	(7,534,613)	715,000	715,000	715,000	715,000
Total governmental activities	<u>31,990,775</u>	<u>32,836,029</u>	<u>36,455,289</u>	<u>37,771,656</u>	<u>40,970,638</u>	<u>37,543,324</u>	<u>48,288,182</u>	<u>53,962,087</u>	<u>58,502,824</u>	<u>60,741,258</u>
Business-type activities:										
General sales and use tax	3,798,125	3,868,264	4,019,133	4,398,879	4,877,098	5,233,194	5,617,865	6,128,331	7,560,305	8,448,444
Investments earnings	247,058	196,237	358,535	367,709	327,289	402,924	372,627	581,900	243,778	358,905
Miscellaneous	434,097	423,865	497,745	506,817	458,603	456,419	475,021	468,998	562,355	171,514
Gain/Loss on sale of capital assets	-	-	-	-	-	-	-	(716,121)	9,698	32,379
Transfers	-	-	-	(715,000)	(715,000)	7,534,613	(715,000)	(715,000)	(715,000)	(715,000)
Total business-type activities	<u>4,479,280</u>	<u>4,488,366</u>	<u>4,875,413</u>	<u>4,558,405</u>	<u>4,947,990</u>	<u>13,627,150</u>	<u>5,750,513</u>	<u>5,748,108</u>	<u>7,661,136</u>	<u>8,296,242</u>
Total primary government	<u>\$ 36,470,055</u>	<u>\$ 37,324,395</u>	<u>\$ 41,330,702</u>	<u>\$ 42,330,061</u>	<u>\$ 45,918,628</u>	<u>\$ 51,170,474</u>	<u>\$ 54,038,695</u>	<u>\$ 59,710,195</u>	<u>\$ 66,163,960</u>	<u>\$ 69,037,500</u>
Change in Net Position										
Governmental activities	\$ 3,255,052	\$ 4,771,257	\$ 7,897,689 (2)	\$ 9,151,496	\$ 7,076,305 (5)	\$ 2,852,484 (9)	\$ 19,747,630 (12)	\$ 16,025,651	\$ 21,402,664 (14)	\$ 23,892,762
Adjustment to governmental activities net position	-	-	(5,271,783) (3)	-	7,366,587 (7)	7,142,027 (11)	-	-	-	-
Business-type activities	6,987,184	2,179,853	4,501,586	5,699,289	1,470,666 (6)	26,008,702 (10)	5,309,389 (13)	5,638,453	1,465,462 (15)	8,304,227 (18)
Adjustment to business-type activities net position	-	-	(1,697,021) (3)	-	-	(209,933) (11)	-	-	-	-
Total primary government	<u>\$ 10,242,236</u>	<u>\$ 6,951,110</u>	<u>\$ 5,430,471</u>	<u>\$ 14,850,785 (4)</u>	<u>\$ 15,913,558</u>	<u>\$ 35,793,280</u>	<u>\$ 25,057,019</u>	<u>\$ 21,664,104</u>	<u>\$ 22,868,126</u>	<u>\$ 32,196,989</u>

Notes:

- (1) Restated.
- (2) Increase in governmental activities net position is due to increases in resort tax collected.
- (3) Fiscal year 2015 - Implemented GASB 68, Accounting and Financial Reporting for Pensions, required restatement of fiscal year 2014.
- (4) Increase in total primary government net position is due to restatement of fiscal year 2014 for the implementation of GASB 68.
- (5) Decrease in governmental activities net position is due to increased expenses in general government and decreases in capital grants and contributions.
- (6) Decrease in business-type activities net position is due to increased expenses in water and transportation and decreases in operating and capital grants and contributions.
- (7) Fiscal year 2017 - Capital asset adjustment, required restatement of fiscal year 2016.
- (8) Stormwater fund was added in fiscal year 2017.
- (9) Decrease in governmental activities net position is due to increased capital outlay.
- (10) Increase in business-type activities net position is due to increases in capitalizable grants and contributions.
- (11) Fiscal year 2018 - Capital asset adjustment, required restatement of fiscal year 2017.
- (12) Increase in governmental activities net position is due to increases in capitalizable grants and contributions and increases in tax revenues.
- (13) Decrease in business-type activities net position is due to decreases in capitalizable grants and contributions.
- (14) Increase in governmental activities net position due to increases in capitalizable grants and contributions.
- (15) Decrease in business-type activities net position is due to decreases in charges for services and increases in expenses.
- (16) Increase in Water expenses due to non-capitalizable expenses related to current construction projects.
- (17) Decrease in Transportation and parking revenue and expenses due to a reduction in major events due to COVID-19 and a moratorium on parking fees.
- (18) Increase in business-type activities net position due to increases in capitalizable grants and contributions.

Schedule 3
Park City Municipal Corporation, Utah
Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2012	2013	2014 (1)	2015	2016 (1)	2017 (1)	2018	2019 (1)	2020	2021
General fund										
Nonspendable										
Prepays	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	494,360	\$ 24,011	\$ 24,011
Interfund loan	-	-	-	-	-	-	86,867	55,761	24,107	-
Inventory	-	-	-	-	-	-	50,719	30,226	40,468	27,686
Unassigned	4,011,625	5,515,127	6,670,716	6,836,193	6,779,674	7,497,277	7,730,233	8,705,419	7,811,877	13,644,638
Restricted - Drug and tobacco enforcement	36,517	47,776	46,402	47,201	48,640	59,674	57,571	58,940	58,940	58,940
Total general fund	<u>\$ 4,048,142</u>	<u>\$ 5,562,903</u>	<u>\$ 6,717,118</u>	<u>\$ 6,883,394</u>	<u>\$ 6,828,314</u>	<u>\$ 7,556,951</u>	<u>\$ 7,925,390</u>	<u>\$ 9,344,706</u>	<u>\$ 7,959,403</u>	<u>\$ 13,755,275</u> #
Restricted for:										
Capital projects	\$ 1,261,260	\$ 708,350	\$ 6,866,835	\$ 12,779,745	\$ 7,872,086	\$ 7,545,300	\$ 12,804,288	\$ 31,699,288	\$ 33,778,218	\$ 32,526,314
Debt service	2,410	817	952	88,037	2,496	3,816	11,900	652,977	490,581	702,267
Assigned:										
Capital projects funds	-	-	-	-	-	-	-	-	-	-
Debt service funds	-	-	-	-	-	-	-	-	-	-
Committed:										
Capital projects funds	31,635,190	31,470,751	32,340,968	29,882,740	34,849,188	28,665,290	38,875,896	47,456,335	58,162,066 (2)	68,180,079
Debt service funds	1,713,903	1,480,633	1,557,901	2,236,514	1,816,767	1,778,077	1,856,470	2,129,030	2,429,496	2,222,710
Economic development	-	-	-	-	516,758	785,600	1,591,335	2,517,207	2,322,093	2,198,209
Total all other governmental funds	<u>\$ 34,612,763</u>	<u>\$ 33,660,551</u>	<u>\$ 40,766,656</u>	<u>\$ 44,987,036</u>	<u>\$ 45,057,295</u>	<u>\$ 38,778,083</u>	<u>\$ 55,139,889</u>	<u>\$ 84,454,837</u>	<u>\$ 97,182,454</u>	<u>\$ 105,829,579</u>

Notes:

- (1) Restated
- (2) Fiscal year 2020 - Capital asset adjustment, required restatement of fiscal year 2019.
- (3) Utah Code 10-6-116 increased maximum general fund balance allowed.

Schedule 4
Park City Municipal Corporation, Utah
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Revenues										
Taxes and special assessments	\$ 30,705,261	\$ 31,399,695	\$ 34,486,284	\$ 33,269,379	\$ 35,194,462	\$ 36,830,205	\$ 41,592,343	\$ 44,639,055	\$ 49,004,820	\$ 52,100,408
Licenses and permits	1,166,721	1,446,142	2,611,576	3,025,886	2,462,374	2,464,561	3,390,668	3,899,003	5,776,248	3,350,157
Intergovernmental	627,433	1,404,276	1,818,822	5,346,423	3,288,064	4,044,959	6,214,905	4,345,873	8,693,506	8,754,272
Charges for services	1,910,119	2,017,593	2,194,197	2,071,230	2,119,339	2,115,794	2,225,204	2,837,729	2,687,766	3,031,107
Fines and forfeitures	29,404	35,342	21,648	14,206	26,902	42,834	35,327	23,108	22,313	25,900
Investment income	283,191	258,657	348,090	261,735	434,588	582,208	1,122,856	2,297,089	2,041,844	739,741
Impact fees	133,421	201,235	397,737	817,666	425,365	308,786	432,381	620,441	456,053	386,843
Rental and other miscellaneous	2,366,777	1,476,317	1,912,540	2,873,179	1,546,004	5,041,320	2,496,363	1,500,515	1,305,612	2,194,018
Total revenues	<u>37,222,327</u>	<u>38,239,257</u>	<u>43,790,894</u>	<u>47,679,704</u>	<u>45,497,098</u>	<u>51,430,667</u>	<u>57,510,047</u>	<u>60,162,813</u>	<u>69,988,162</u>	<u>70,582,446</u>
Expenditures										
General government	11,260,367	11,381,542	12,086,576	13,653,938	14,604,316	15,005,872	16,235,727	16,175,897	18,616,889	19,264,758
Public safety	4,498,776	4,687,516	4,684,672	4,953,544	5,349,433	5,970,451	6,392,525	6,360,284	6,998,527	6,698,058
Public works	4,718,003	4,835,958	4,643,828	4,718,959	4,878,647	5,194,880	5,648,653	5,935,423	5,782,998	5,694,072
Library and recreation	2,839,500	3,164,535	3,361,464	3,495,302	3,824,435	4,080,211	4,237,835	4,367,960	4,273,728	4,327,567
Economic development	-	-	-	405,435	951,268	864,697	870,588	878,578	861,560	916,602
Debt Service										
Principal retirement	5,424,637	4,664,880	5,220,496	18,086,533	5,118,024	4,850,000	8,625,000	6,905,000	9,275,000	10,885,000
Interest	1,835,199	1,661,003	1,616,778	1,528,829	1,788,808	1,615,725	2,827,016	3,745,578	6,169,326	6,070,488
Bond issuance costs	-	-	123,931	503,979	-	155,239	223,553	529,457	118,027	-
Capital outlay	17,073,402	8,517,860	13,923,767	26,614,261	11,953,996	51,844,299	39,052,752	70,133,504	17,207,904	6,901,426
Total expenditures	<u>47,649,884</u>	<u>38,913,294</u>	<u>45,661,512</u>	<u>73,960,780</u>	<u>48,468,927</u>	<u>89,581,374</u>	<u>84,113,649</u>	<u>115,031,681</u>	<u>69,303,959</u>	<u>60,757,971</u>
Revenues (under) expenditures	(10,427,557)	(674,037)	(1,870,618)	(26,281,076)	(2,971,829)	(38,150,707)	(26,603,602)	(54,868,868)	684,203	9,824,475
Other financing sources (uses)										
Debt issuance	-	-	7,170,000	16,975,000	-	25,000,000	31,940,000	70,775,000	4,000,000	-
Refunding bonds issued	-	-	1,930,000	10,110,000	-	-	-	4,290,000	5,470,000	-
Payment to refunded bondholders	-	-	(1,930,000)	-	-	-	-	(4,675,000)	(7,245,000)	-
Premium on debt issuance	-	-	92,774	773,546	-	2,863,698	3,287,871	9,840,127	1,206,669	-
Premium on refunding bonds	-	-	50,769	673,841	-	-	-	482,659	91,796	-
Payment received on note	-	-	1,375,000	-	-	-	-	-	-	-
Sale of capital assets	2,290,798	17,586	146,554	23,811	755,648	2,363,887	5,553,794	241,682	4,434,799	1,918,675
Transfers in	6,424,043	4,731,710	10,978,139	19,728,745	11,965,394	36,237,414	44,274,635	75,835,185	20,581,027	15,916,383
Transfers out	(4,432,413)	(3,512,710)	(9,682,298)	(17,617,211)	(9,734,034)	(33,864,867)	(41,722,453)	(73,186,521)	(17,881,180)	(13,216,536)
Total other financing sources	<u>4,282,428</u>	<u>1,236,586</u>	<u>10,130,938</u>	<u>30,667,732</u>	<u>2,987,008</u>	<u>32,600,132</u>	<u>43,333,847</u>	<u>83,603,132</u>	<u>10,658,111</u>	<u>4,618,522</u>
Net change in fund balances	\$ <u>(6,145,129)</u>	\$ <u>562,549</u>	\$ <u>8,260,320</u>	\$ <u>4,386,656</u>	\$ <u>15,179</u>	\$ <u>(5,550,575)</u>	\$ <u>16,730,245</u>	\$ <u>28,734,264</u>	\$ <u>11,342,314</u>	\$ <u>14,442,997</u>
Debt Service as a percentage of noncapital expenditures	(1)	20.5% (1)	18.9% (1)	19.0% (1)	38.3% (1)	16.9% (1)	15.9% (1)	24.4% (1)	22.5%	27.9%

Notes:
(1) Restated.

Schedule 5
Park City Municipal Corporation, Utah
General Government Tax Revenues by Source (1)
Last Ten Fiscal Years
(modified accrual basis of accounting)

Fiscal Year	Property Tax	Sales and Use Tax	Franchise Tax	Resort Tax	Total
2012	\$ 14,545,369	\$ 4,125,435	\$ 2,816,070	\$ 5,443,231	\$ 26,930,105
2013	14,601,807	4,187,472	3,037,407	5,561,728	27,388,414
2014	14,361,738	4,347,534	3,158,716	5,756,046	27,624,034
2015	14,590,197	4,731,904	3,061,207	6,278,858	28,662,166
2016	14,832,024	5,180,094	3,185,820	6,952,171	30,150,109
2017	14,953,711	5,620,687	3,194,392	7,327,065	31,095,855
2018	17,107,856	5,915,331	3,147,847	8,032,584	34,203,618
2019	17,336,112	6,403,710	3,230,881	8,723,912	35,694,615
2020	21,869,486	6,389,540	3,161,759	8,570,948	39,991,733
2021	22,515,259	7,161,106	3,253,431	9,505,108	42,434,904
Change:					
2012-2021	54.8%	73.6%	15.5%	74.6%	57.6%

Note:

(1) Includes general fund, capital improvement fund and debt service funds.

Schedule 6
Park City Municipal Corporation, Utah
Assessed Value of Taxable Property Excluding Fee-In-Lieu
Summit and Wasatch Counties Combined (1)
Last Ten Calendar Years
(in thousands of dollars)

<u>Calendar Year</u>	<u>Residential Property</u>	<u>Commercial Property</u>	<u>Miscellaneous Property</u>	<u>Total Assessed Value</u>	<u>Market Value of Taxable Property</u>	<u>Total Direct Tax Rate</u>
2011	\$ 5,858,428	\$ 781,086	\$ 457,203	\$ 7,096,717	\$ 7,941,327	0.002236 %
2012	5,821,784	770,866	417,491	7,010,141	7,826,836	0.002197
2013	5,937,313	678,855	401,319	7,017,488	7,835,845	0.002131
2014	6,274,164	679,149	389,160	7,342,473	8,215,313	0.002067
2015	6,740,782	689,374	390,248	7,820,404	8,748,413	0.001972
2016	7,112,582	739,074	376,177	8,227,833	9,195,067	0.001884
2017	7,491,154	780,964	375,229	8,647,347	9,658,862	0.002059
2018	8,380,192	857,857	89,161	9,327,210	10,436,645	0.001934
2019	9,197,865	814,250	91,437	10,103,552	11,331,385	0.002125
2020	9,584,752	857,017	98,257	10,540,026	11,942,032	0.002076

Source: Utah State Tax Commission, Property Tax Division

Note:

(1) Starting in 2013 the City uses the Utah State Tax Commission as the source to obtain more accurate information, data was updated for all years shown for comparison.

Schedule 7
Park City Municipal Corporation, Utah
Assessed Value of Taxable Property Including Fee-In-Lieu
Summit and Wasatch Counties Combined (1)
Last Ten Calendar Years
(in thousands of dollars)

Calendar Year	Residential Property	Commercial Property	Miscellaneous Property	Fee-In-Lieu Value	Total Assessed Value
2011	\$ 5,858,428	\$ 781,086	\$ 457,203	\$ 12,755	\$ 7,109,472
2012	5,821,784	770,866	417,491	13,179	7,023,320
2013	5,937,313	678,855	401,319	13,820	7,031,308
2014	6,274,164	679,149	389,160	14,560	7,357,033
2015	6,740,782	689,374	390,248	14,252	7,834,656
2016	7,112,582	739,074	376,177	14,809	8,242,642
2017	7,491,154	780,964	375,229	14,814	8,662,161
2018	8,380,192	857,857	89,161	17,484	9,344,694
2019	9,197,865	814,250	91,437	15,657	10,119,209
2020	9,584,752	857,017	98,257	16,308	10,556,334

Source: Utah State Tax Commission, Property Tax Division

Notes:

(1) Starting in 2013 the City uses the Utah State Tax Commission as the source to obtain more accurate information, data was updated for all years shown for comparison.

Schedule 8
Park City Municipal Corporation, Utah
Taxable Retail Sales by Category
Last Ten Calendar Years
(in thousands of dollars)

	Calendar Year									
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Apparel stores	\$ 25,919	\$ 24,069	\$ 22,927	\$ 25,777	\$ 35,245	\$ 34,510	\$ 65,299	\$ 67,912	\$ 72,213	\$ 60,445
Food stores	64,592	67,066	56,238	57,809	60,862	64,630	67,490	65,618	70,454	79,901
Sporting goods, hobby, book and music	40,163	38,638	40,609	40,524	43,363	45,380	47,282	48,461	51,007	44,294
Home furnishings and appliances	21,745	20,849	12,394	12,730	12,735	14,806	12,250	17,707	14,500	11,750
Building materials and farm tools	2,704	2,819	3,654	3,652	5,695	6,199	4,750	5,000	6,000	5,000
Miscellaneous retail stores	26,894	27,985	25,884	29,162	30,691	31,403	13,044	16,331	29,821	28,848
All other outlets	<u>3,484</u>	<u>3,674</u>	<u>4,452</u>	<u>4,329</u>	<u>4,283</u>	<u>5,240</u>	<u>1,989</u>	<u>3,314</u>	<u>3,875</u>	<u>4,250</u>
Total	\$ <u>185,501</u>	\$ <u>185,100</u>	\$ <u>166,158</u>	\$ <u>173,983</u>	\$ <u>192,874</u>	\$ <u>202,168</u>	\$ <u>212,104</u>	\$ <u>224,343</u>	\$ <u>247,870</u>	\$ <u>234,489</u>
City direct sales tax rate	2.40 %	2.40 %	2.90 %	2.90 %	2.90 %	2.90 %	3.15 %	3.15 %	3.15 %	3.15 %

Source: Utah State Tax Commission website: Taxable Sales by Major City

Schedule 9
Park City Municipal Corporation, Utah
Direct and Overlapping Property Tax Rates
Last Ten Calendar Years

Calendar Year	City Direct Rates			Overlapping Rates						Total Levy for Park City Residents
	General Obligation			Summit County Levy	State Assessment/Collecting	Weber Basin Water	Park City Fire	Park City School	Summit Co. Mosquito Abatement	
	Basic Rate	Debt Service	Total Direct							
Tax Rate (per \$1 of taxable value)										
2011	0.001383	0.000853	0.002236	0.000924	0.000241	0.000217	0.001161	0.004405	0.000040	0.009224
2012	0.001431	0.000766	0.002197	0.000943	0.000239	0.000215	0.000987	0.004924	0.000041	0.009546
2013	0.001385	0.000746	0.002131	0.000909	0.000226	0.000210	0.000950	0.004630	0.000040	0.009096
2014	0.001248	0.000819	0.002067	0.000826	0.000222	0.000199	0.000907	0.004770	0.000038	0.009029
2015	0.001362	0.000610	0.001972	0.000767	0.000205	0.000199	0.000841	0.004461	0.000035	0.008480
2016	0.001304	0.000580	0.001884	0.000726	0.000191	0.000187	0.000793	0.004220	0.000033	0.008034
2017	0.001237	0.000822	0.002059	0.000680	0.000183	0.000174	0.000742	0.003951	0.000031	0.007820
2018	0.001202	0.000732	0.001934	0.000831	0.000169	0.000164	0.000726	0.004408	0.000030	0.008262
2019	0.001107	0.001018	0.002125	0.000756	0.000155	0.000153	0.000667	0.004411	0.000027	0.008294
2020	0.001079	0.000997	0.002076	0.000730	0.000150	0.000146	0.000641	0.004308	0.000026	0.008077

Source: Summit County property tax notices.

Note: The City's basic property tax rate may be increased only by a majority vote of the City's residents. Rates for debt service are set based on each year's requirements.

Schedule 10
Park City Municipal Corporation, Utah
Direct and Overlapping Sales Tax Rates
Last Ten Calendar Years

<u>Calendar Year</u>	<u>City Direct Rate</u>	<u>Summit County</u>	<u>State of Utah</u>	<u>Total</u>
2012	2.40	0.35	4.70	7.45
2013	2.90 (1)	0.35	4.70	7.95
2014	2.90	0.35	4.70	7.95
2015	2.90	0.35	4.70	7.95
2016	2.90	0.35	4.70	7.95
2017	3.15 (2)	0.60 (3)	4.70	8.45
2018	3.15	0.85 (4)	4.70	8.70
2019	3.15	1.05 (5)	4.85	9.05
2020	3.15	1.05	4.85	9.05
2021	3.15	1.05	4.85	9.05

Source: Utah State Tax Commission

Notes:

- (1) Includes 0.50 percent Additional Resort Communities Sales and Use Tax implemented in calendar year 2013.
- (2) Includes 0.25 percent Additional Mass Transit Tax implemented in calendar year 2017.
- (3) Includes 0.25 percent County Option Transportation Tax implemented in calendar year 2017.
- (4) Includes 0.25 percent County Transportation Infrastructure Tax implemented in calendar year 2018.
- (5) Includes 0.20 percent County Option for Public Transit Tax implemented in calendar year 2019.

Schedule 11
Park City Municipal Corporation, Utah
Principal Property Taxpayers
Current Year and Nine Years Ago

Taxpayer	2021			2012		
	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Talisker Empire Pass Hotel LLC (Montage)	\$ 158,714,000	1	1.34 %	\$ 470,074,773	1	7 %
Marriott Ownership Resorts	115,931,590	2	0.98	114,504,078	2	1.72
DVP LLC	44,426,230	3	0.37	-	-	-
VR CPC Holdings Inc. (Vail Resorts)	33,703,430	4	0.28	-	-	-
Deer Valley Resort	22,865,890	5	0.19	47,973,246	3	0.72
Chateaux at Silver Lake	21,900,400	6	0.18	21,521,376	5	0.32
Silver Lake Development Corp.	19,540,360	7	0.16	19,540,360	6	0.29
Dahnke Scott (JT)	16,905,512	8	0.14	-	-	-
HA Daisy Yoonhee Trustee	16,630,000	9	0.14 (1)	-	-	-
Wintzer Wolfe Properties	15,533,000	10	0.13	14,349,994	9	0.22
United Park City Mines	-	-	-	31,108,000	4	0.47
REOF XI LLC	-	-	-	16,700,000	7	0.25
Powder Development Company	-	-	-	16,041,543	8	0.24
IHC Health Services	-	-	-	12,297,077	10	0.18
Totals	\$ <u>466,150,412</u>		<u>3.93</u> %	\$ <u>764,110,447</u>		<u>11.48</u> %

Source: Summit County Treasurer and Park City Finance Department.

Note:

(1) Per Summit County, this is an accumulation of 98 properties.

Schedule 12
Park City Municipal Corporation, Utah
City Tax Revenue Collected by County
Last Ten Calendar Years

Tax Year End 12/31	Original Levy (1)	Adjusted Levy	Collected Within the Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
			Amount (2)	Percent of Adjusted Levy		Amount (2)	Percent of Net Levy
<u>Summit County</u>							
2011	12,750,981	14,170,463	13,579,302	95.83	568,229	14,147,531	99.84
2012	14,655,626	14,650,150	13,275,742	90.62	1,368,069 (3)	14,643,811	99.96
2013	14,236,860	14,370,289	13,637,854	94.90	720,856	14,358,710	99.92
2014	14,451,389	14,602,592	13,714,698	93.92	879,744	14,594,442	99.94
2015	14,747,175	14,862,169	14,731,910	99.12	111,730	14,843,640	99.88
2016	14,856,934	14,971,746	14,908,200	99.58	49,384	14,957,584	99.91
2017	17,140,149	17,267,353	17,167,415	99.42	81,162	17,248,577	99.89
2018	17,403,473	17,510,003	17,342,944	99.05	115,035	17,457,979	99.70
2019	20,759,599	20,870,498	19,523,979	93.55	1,220,446	20,744,425	99.40
2020	21,213,526	21,115,488	19,827,759	93.90	-	19,827,759	93.90
<u>Wasatch County</u>							
2011	568,568	521,424	521,424	100.00	- (4)	521,424	100.00
2012	586,238	583,467	583,467	100.00	- (4)	583,467	100.00
2013	608,641	605,996	605,996	100.00	- (4)	605,996	100.00
2014	611,098	611,098	611,098	100.00	- (4)	611,098	100.00
2015	588,597	580,842	580,842	100.00	- (4)	580,842	100.00
2016	582,082	581,989	570,597	98.04	- (4)	570,597	98.04
2017	639,263	640,331	633,356	98.91	- (4)	633,356	98.91
2018	626,749	624,919	608,868	97.43	- (4)	608,868	97.43
2019	729,099	739,991	737,765	99.70	- (4)	737,765	99.70
2020	711,496	711,748	697,471	97.99	- (4)	697,471	97.99

Source: Summit and Wasatch County Annual Financial Reports.

Notes:

- (1) Excludes redevelopment agencies valuation.
- (2) Total collection amounts do not include any fee-in-lieu payments.
- (3) Increase was due to miscoding, by Summit County, of a large portion of Flagstaff Annexation, which was corrected in calendar year 2013, and property taxes paid.
- (4) Prior year collection data not available for Wasatch County.

Schedule 13
Park City Municipal Corporation, Utah
Property Tax Levies and Collections (1)
Last Ten Calendar Years

Calendar Year Ended December 31,	Taxes Levied for the Calendar Year	Collected within the Calendar Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2011	14,691,887	14,100,726	95.98	568,229	14,668,955	99.84
2012	15,233,617	13,859,209	90.98	1,368,069 (2)	15,227,278	99.96
2013	14,976,285	14,243,850	95.11	720,856	14,964,706	99.92
2014	15,213,690	14,325,796	94.16	879,744	15,205,540	99.95
2015	15,443,011	15,312,752	99.16	111,730	15,424,482	99.88
2016	15,553,735	15,478,797	99.52	49,384	15,528,181	99.84
2017	17,907,684	17,800,771	99.40	81,162	17,881,933	99.86
2018	18,134,922	17,951,812	98.99	115,035	18,066,847	99.62
2019	21,610,489	20,261,744	93.76	1,220,446	21,482,190	99.41
2020	21,827,236	20,525,230	94.03	-	20,525,230	94.03

Source: Summit and Wasatch County Annual Financial Reports, and Park City Finance Department.

Notes:

- (1) Includes general fund and debt service funds.
- (2) Increase was due to miscoding, by Summit County, of a large portion of Flagstaff Annexation, which was corrected in calendar year 2013, and property taxes paid.

Schedule 14
Park City Municipal Corporation, Utah
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

Fiscal Year	Governmental Activities				Business-type Activities		Total Primary Government	Percentage of Personal Income (2)	Per Capita (2)
	General Obligation Bonds (1)	Sales Tax Increment Bonds (1)	Municipal Building Authority	Contracts Payable	Water Bonds (1)	Contracts Payable			
2012	\$ 33,168,627	\$ 10,167,292	\$ -	\$ 334,933	\$ 44,329,011 (3)	\$ -	\$ 87,999,863	3.52 %	\$ 11,660
2013	29,701,426	8,994,028	-	2,760,053	46,853,772 (4)	-	88,309,279	3.17	11,466
2014	33,018,370 (5)	7,785,764	-	2,679,557	48,237,837 (6)	-	91,721,528	3.20	11,650
2015	29,298,159 (7)	24,334,866 (8)	-	93,024	45,184,477	-	98,910,526	3.21	12,275
2016	26,009,111	22,393,581	-	-	42,041,117	-	90,443,809	4.19	11,127
2017	50,485,922 (9)	20,715,393	-	-	38,797,758	-	109,999,073	3.74	13,254
2018	45,273,366	52,003,833 (10)	-	-	35,419,397	-	132,696,597	3.30	15,839
2019	91,632,655 (11)	78,605,090 (12)	-	-	31,906,489	-	202,144,235	2.73	24,414
2020	89,738,177 (13)	73,389,583	-	-	100,237,316 (14)	3,180,985 (15)	266,546,063	2.39	31,403
2021	82,962,508	67,946,810	-	-	97,009,196	3,039,674	250,958,188	2.54	29,469

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) Presented net of original issuance discounts and premiums.

(2) See Schedule 20 for personal income and population data.

(3) The City issued Water Revenue Bonds Series 2012 for \$4.2 million in fiscal year 2012.

(4) The City issued Water Revenue Bonds Series 2012B, 2013A and 2013B for \$8.6 million in fiscal year 2013.

(5) The City issued GO Bonds Series 2013 for \$9.1 million in fiscal year 2014.

(6) The City issued Water Revenue Bonds Series 2014 for \$4.1 million in fiscal year 2014.

(7) The City issued GO Bonds Series 2014 for \$3.4 million in fiscal year 2015.

(8) The City issued Sales Tax Bonds Series 2014A for \$6.7 million, Series 2014B for \$5.4 million, and Series 2015 for \$11.6 million in fiscal year 2015.

(9) The City issued GO Bonds Series 2017 for \$27.8 million in fiscal year 2017.

(10) The City issued Sales Tax Bonds Series 2017 for \$31.9 million, in fiscal year 2018.

(11) The City issued GO Bonds Series 2019 for \$48.3 million in fiscal year 2019.

(12) The City issued Sales Tax Bonds Series 2019 for \$26.8 million, in fiscal year 2019.

(13) The City issued GO Bonds Series 2020 for \$9.5 million in fiscal year 2020.

(14) The City issued Water Revenue Bonds Series 2020 for \$75.5 million in fiscal year 2020.

(15) The City entered into an agreement with Weber Basin Water Conservancy District for \$3.2 million in fiscal year 2020.

Schedule 15
Park City Municipal Corporation, Utah
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>General Obligation Bonds (1)</u>	<u>Percentage of Actual Property Value (2)</u>	<u>Per Capita (3)</u>
2012	\$ 33,168,627	0.42 %	\$ 4,395
2013	29,701,426	0.38	3,856
2014	33,018,370	0.42	4,194
2015	29,298,159	0.36	3,636
2016	26,009,111	0.30	3,200
2017	50,485,922	0.55	6,083
2018	45,273,366	0.47	5,404
2019	91,632,655	0.88	11,067
2020	89,738,177	0.79	10,572
2021	82,962,508	0.70	9,742

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements

- (1) Presented net of original issuance discounts and premiums.
- (2) See Schedule 6 for property value data.
- (3) See Schedule 20 for population and personal income data.

Schedule 16
Park City Municipal Corporation, Utah
Direct and Overlapping Governmental Activities Debt (2)
As of June 30, 2021

<u>Governmental Unit</u>	<u>Net Debt Outstanding</u>	<u>Estimated Percentage Applicable to Park City (1)</u>	<u>Estimated Amount Applicable to Park City</u>
Debt repaid with property taxes			
Snyderville Basin Recreation District Tax District	\$ 24,565,000	11.47 %	\$ 2,817,606
Wasatch County	5,085,000	3.96	201,366
Wasatch County School District	86,471,751	3.96	3,424,281
Weber Basin Water Conservancy District	10,095,000	14.63	1,476,899
Other debt			
Summit County	23,763,000	44.50	10,574,535
Wasatch County	5,865,000	3.96	232,254
Subtotal, overlapping debt			18,726,940
City direct debt			<u>150,909,318</u>
Total direct and overlapping			<u>\$ 169,636,258</u>

Sources: Assessed value data used to estimate applicable percentages provided by the Utah State Tax Commission. Debt outstanding data provided by each governmental unit.

Notes:

- (1) The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another government unit's taxable assessed value that is within the City's boundaries and dividing it by each unit's total taxable assessed value.
- (2) Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Park City. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

Schedule 17
Park City Municipal Corporation, Utah
Legal Debt Margin Information
Last Ten Fiscal Years

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Debt limit	\$ 266,103,174	\$ 269,015,017	\$ 280,699,514	\$ 293,698,934	\$ 312,816,159	\$ 329,113,324	\$ 345,893,884	\$ 373,088,393	\$ 404,142,080	\$ 421,601,040
Total net debt applicable to limit	<u>33,168,627</u>	<u>29,701,426</u>	<u>33,018,370</u>	<u>29,298,159</u>	<u>26,009,111</u>	<u>50,485,922</u>	<u>45,273,366</u>	<u>91,632,655</u>	<u>89,738,177</u>	<u>82,962,508</u>
Legal debt margin	<u>\$ 232,934,547</u>	<u>\$ 239,313,591</u>	<u>\$ 247,681,144</u>	<u>\$ 264,400,775</u>	<u>\$ 286,807,048</u>	<u>\$ 278,627,402</u>	<u>\$ 300,620,518</u>	<u>\$ 281,455,738</u>	<u>\$ 314,403,903</u>	<u>\$ 338,638,532</u>
Total net debt applicable to the limit as a percentage of debt limit	12.46%	11.04%	11.76%	9.98%	8.31%	15.34%	13.09%	24.56%	22.20%	19.68%

Legal Debt Margin Calculation for Fiscal Year 2021

Total assessed value	<u>\$ 10,540,026,000</u>
Debt limit - 4.0% of total assessed value	\$ 421,601,040
Amount of debt applicable to debt limits:	
General Obligation Bonds 2013A, 2017, 2019 and 2020	82,962,508
Less: Amount available for repayment of general obligation bonds	<u>-</u>
Total net debt applicable to limit	<u>82,962,508</u>
Legal debt margin	<u>\$ 338,638,532</u>

Notes: Under Utah State Law, Park City 's outstanding general obligation debt should not exceed 4.0 percent of total assessed property value. The general obligation debt subject to the limitation may be offset by resources set aside for the repayment of the principal that are externally restricted.

Schedule 18
Park City Municipal Corporation, Utah
Pledged-Revenue Coverage
Last Ten Fiscal Years

Fiscal Year	Sales Tax Increment Bonds				Coverage
	Sales Tax Increment	Debt Service			
		Principal	Interest		
2012	\$ 9,568,666	\$ 1,785,000	\$ 465,813	4.3	
2013	9,749,200	1,165,000	401,587	6.2	
2014	10,103,580	1,200,000	359,863	6.5	
2015	11,010,762	8,350,000	383,012	1.3	
2016	12,132,265	1,810,000	782,290	4.7	
2017	12,947,752	1,550,000	705,380	5.7	
2018	13,947,915	3,680,000	1,351,082	2.8	
2019	15,127,622	3,240,000	2,110,324	2.8	
2020	14,960,488	4,625,000	2,792,440	2.0	
2021	14,322,212	4,855,000	2,576,365	1.9	

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements. See Schedule 19 for information on water revenue bond coverage.

Schedule 19
Park City Municipal Corporation, Utah
Water Fund Refunding and Revenue Bonds
Schedule of Net Revenues to Aggregate Debt Service
As of June 30, 2021

		Coverage Ratio	
		Actual	Minimum
Net revenues (change in net position)	\$ 45,434		
Add			
Excluded transfer to general fund	1,541,405		
Depreciation and amortization	3,281,430		
Bond interest expense	2,260,430		
Revenues pledged to debt	7,128,699	2.45	1.20

	Principal	Interest	Total
2009A Water Bonds-DEQ	\$ 125,000	\$ -	\$ 125,000
2012 Water Revenue Bonds	290,000	48,676	338,676
2012B Water Revenue and Refunding Bonds	-	116,068	116,068
2013A Water Revenue	235,000	24,474	259,474
2014 Water Revenue Bonds	-	115,042	115,042
2020 Water Revenue Bonds	-	1,956,170	1,956,170
	\$ 650,000	\$ 2,260,430	\$ 2,910,430

Less water development fees and capital contributions collected in fiscal year 2021 (3,714,360)

Net revenues less development fees and capital contributions \$ 3,414,339 1.17 1.00

Year	Net Revenue (Loss)	Gross Revenues (Less Development Fees) Available for Debt Service	Total Debt Service	Coverage	Gross Revenue Available for Debt Service	Debt	Coverage
2012	\$ 928,730	\$ 4,262,970	\$ 3,000,782	1.42	\$ 4,765,325	\$ 3,000,782	1.59
2013	2,256,909	6,115,611	4,069,154	1.50	6,827,075	4,069,154	1.68
2014	3,644,383	6,603,287	4,124,483	1.60	8,314,345	4,124,483	2.02
2015	5,862,508	7,781,536	4,254,867	1.83	11,530,762	4,254,867	2.71
2016	3,074,564	7,474,148	4,247,871	1.76	8,657,335	4,247,871	2.04
2017	4,972,598	9,821,604	4,245,164	2.31	10,912,626	4,245,164	2.57
2018	5,484,037	10,299,731	4,245,644	2.43	11,555,071	4,245,644	2.72
2019	6,190,191	10,256,385	4,399,869	2.33	12,345,168	4,399,869	2.81
2020	2,599,792	6,990,691	4,453,990	1.57	8,767,845	4,453,990	1.97
2021	45,434	3,414,339	2,910,430	1.17	7,128,699	2,910,430	2.45

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Schedule 20
Park City Municipal Corporation, Utah
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	Population	Personal Income (thousands of dollars) (1)	Per Capita Personal Income (1)	Median Age	School Enrollment	Unemployment Rate (1)
2012	7,547	2,503,395	68,524	35.7	4,400	6.0
2013	7,702	2,730,934	72,643	37.4	4,421	4.0
2014	7,873	2,944,020	77,468	34.9	4,630	3.1
2015	8,058	3,177,339	82,558	38.8	4,739	3.2
2016	8,128	3,784,040	96,766	38.5	4,763	3.4
2017	8,299	4,110,805	102,053	40.4	4,891	3.1
2018	8,378	4,380,364	108,675	40.6	4,780	2.9
2019	8,280	5,518,624	131,606	40.3	4,816	2.7
2020	8,488	6,377,651 (2)	151,326 (2)	39.3	4,757	9.8
2021	8,516	6,377,651 (3)	151,326 (3)	40.0	4,696	2.4

Sources:

Utah Department of Workforce Services
Park City School District
Park City Chamber & Visitors Bureau
Summit County Annual Financial Reports

Notes:

- (1) Applies to Summit County.
- (2) Personal Income and Per Capita Personal Income from 2020 was updated by Summit County in November 2021.
- (3) Most recent data for Personal Income and Per Capita Personal Income is 2020.

Schedule 21
Park City Municipal Corporation, Utah
Principal Employers
Current Year and Nine Years Ago

Employer	2021 (1)				2012 (2)			
	Yearly Maximum Employees	Yearly Minimum Employees	Rank	Percentage of Total City Employment (3)	Yearly Maximum Employees	Yearly Minimum Employees	Rank	Percentage of Total City Employment (3)
Royal Street of Utah ET AL (Deer Valley Resort)	999	500	1	4.11 %	2639	650	1	20.69 %
Park City School District	679	661	2	2.79	758	684	2	5.94
Park City Municipal Corporation	575	465	3	2.05	448	398	6	3.51
IHC/Park City Surgical Center	499	250	4	2.05	499	250	3	3.91
Park City Mountain Resort	499	250	5	2.05	-	-	-	-
Stein Eriksen Lodge	499	250	6	2.79	495	326	5	3.88
Glenwilde Golf Course	249	100	7	2.36	-	-	-	-
Montage Hotels & Resorts, LLC	249	100	8	2.05	499	250	4	3.91
United States Ski & Snowboard Association	249	100	9	1.02	103	103	10	0.81
High West Saloon, LLC	99	50	10	0.41	-	-	-	-
Hotel Park City	-	-	-	-	-	-	-	-
Resort Express	-	-	-	-	249	100	7	1.95
Sunstone Hotel/Marriott Park City	-	-	-	-	130	110	8	1.02
Talisker Club, LLC	-	-	-	-	249	100	9	1.95
Total	4,596	2,726		21.68 %	6,069	2,971		47.57 %

- Notes:
- (1) Current numbers are from respective employers and Utah Department of Workforce Services.
 - (2) Prior year's numbers are from Summit County and Utah Department of Workforce Services.
 - (3) Percentage is based on the maximum number of employees in the range divided by the total labor force of Summit County.

Schedule 22
Park City Municipal Corporation, Utah
Full-time Equivalent City Government Employees by Function
Last Ten Fiscal Years

Function	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Function	Full-time Equivalent Employees									
General government										
Executive	5.1	5.5	5.1	4.0	4.0	4.1	4.6	6.0 (6)	6.0	6.0
Finance	6.8	6.8	6.7	6.7	6.7	6.7	6.6	6.2	6.7	6.3
Human resources	6.9	5.3	5.1	5.1	5.1	5.1	5.1	6.3	6.3	4.7
Budget, debt and grants	2.0	1.3	3.0	3.3	3.3	3.3	3.3	3.5	3.1	3.1
Planning	7.0	7.0	8.0	9.0	9.2	9.7	10.0	10.2	10.2	9.0
Building	13.0	13.0	13.0	15.0	16.0	17.3	17.6	19.2	20.2	19.0
Engineering	2.8	2.7	2.8	2.8	4.0	4.3	4.8	5.5	5.5	4.3
Legal	7.8	7.0	7.0	7.0	7.0	7.0	7.0	7.1	7.1	7.9
Sustainability	9.8	9.7	10.9	11.3	11.3	12.3	13.8	12.8	13.8	13.8
I.T.	9.8	10.8	9.5	9.5	9.5	9.5	8.5	8.5	8.5	8.4
Other	5.0	5.1	5.0	6.0	6.0	6.0	6.0	7.5	9.9 (6)	13.4 (7)
Public safety										
Police	34.0	33.9	34.6	34.0	34.0	36.5	41.1	41.3	43.6	43.6
Communication center	10.0	10.4	10.4	10.4	10.4	10.4	2.5	-	-	-
Other	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Public works										
Transit	82.5	82.9	80.8	77.2	75.6	75.7	107.8 (4)	123.8 (4)	124.6	118.6
Fleet services	8.0	8.0	8.0	9.4	9.8	9.8	9.9	10.1	9.9	10.0
Parking	-	-	7.8 (1)	8.0	8.2	8.2	10.5	12.5	10.7	10.2
Street maintenance	17.5	17.5	17.4	17.3	17.0	14.8	15.3	15.3	17.2	16.8
Parks and cemetery	18.8	18.2	18.2	18.6	19.0	19.0	19.0	19.0	19.3	18.7
Other	9.6	9.6	9.0	9.0	9.0	9.0	9.0	9.0	8.5	8.5
Library and recreation										
Library	11.4	11.4	11.4	11.4	11.9	12.3	13.0	13.5	13.5	13.5
Golf	5.5	5.4	5.2	6.0	6.0	7.8	7.8	8.1	8.1	8.1
Recreation	27.3	29.9	29.7	28.2	28.2	29.3	27.8	27.0	27.0	25.0
Tennis	7.4	7.9	4.0	4.7	4.7	4.7	5.2	2.9	2.9	2.4
Ice	11.0	9.0	8.4	11.4	11.3	12.3	11.3	11.3	11.6	10.9
Water										
Water billing	1.0	1.0	1.0	- (2)	-	-	-	-	-	-
Water operations	17.6	21.9	21.9	23.0	24.4	26.5	27.5	29.5	29.2	29.2
Stormwater										
Stormwater operations	-	-	-	-	-	6.1 (3)	6.6	6.6	5.9	5.9
Total	339.1	342.7	345.4	349.8	353.1	369.2	403.1	424.2	430.8	418.7

Source: Park City Budget Department.

Notes: A full-time employee is scheduled to work 2,080 hours per year (including vacation). Full-time equivalent employment is calculated by dividing total labor hours by 2,080.

- (1) In 2014 the Parking Department was added, until that time it had been outsourced.
- (2) In 2015 Water Billing was combined with Water Operations.
- (3) In 2017 the Stormwater Operations Department was created.
- (4) Significant increase in transit operators and total route miles.
- (5) McPolin Barn FTE transferred from Recreation to Executive.
- (6) In 2020 the Social Equity position was created.
- (7) In 2021 the Affordable Housing positions were created.

Schedule 23
Park City Municipal Corporation, Utah
Population Statistics

Census:	<u>Calendar Year</u>	<u>Park City Population</u>	<u>Percent Change from Prior Period</u>	<u>Summit County Population</u>	<u>Percent Change from Prior Period</u>
	1950	2,254	- %	6,745	- %
	1960	1,366	(39.40)	5,673	(15.89)
	1970	1,193	(12.66)	5,879	3.63
	1980	2,823	136.63	10,198	73.46
	1990	4,430	56.93	15,518	52.17
	2000	6,500	46.73	29,736	91.62
	2010	7,596	(4.81)	40,451	36.03
	2011	7,547	(0.65)	36,324	(10.20)
	2012	7,702	2.05	37,208	2.43
	2013	7,873	2.22	38,003	2.14
	2014	8,058	2.35	39,105	2.90
	2015	8,128	0.87	39,633	1.35
	2016	8,299	2.10	40,307	1.70
	2017	8,378	0.95	41,106	1.98
	2018	8,280	(1.17)	41,933	2.01
	2019	8,488	2.51	42,145	0.51
	2020	8,516	0.33	42,400	0.61

Age distribution of 2020 population:

<u>Age</u>	<u>Number</u>	<u>Percent</u>
Under 5 Years	272	3.19 %
5-14	949	11.14
15-24	1,327	15.58
25-34	1,253	14.71
35-44	1,005	11.80
45-54	1,257	14.76
55-64	1,350	15.85
65-74	814	9.56
75 and over	289	3.38
	8,516	100.00 %

Median age: 40.0

Sources:

U.S. Census Bureau, ACS Demographic and Housing Estimates
 Utah Department of Workforce Services
 Park City Chamber & Visitors Bureau

Schedule 24
Park City Municipal Corporation, Utah
Transient Room Capacity as a Percentage of Population
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Transient Room Capacity</u>	<u>Park City Population</u>	<u>Resort Percentage</u>
2012	27,178	7,547	360 %
2013	28,275	7,702	367
2014	28,275	7,873	359
2015	28,275	8,058	351
2016	28,275	8,128	348
2017	23,119	8,299	279
2018	27,422	8,378	327
2019	27,422	8,280	331
2020	28,670 (1)	8,488	338
2021	28,670 (2)	8,516	337

Sources:
Park City Chamber/Visitor Bureau

Note:
(1) Beginning in 2019, the City used Park City Chamber/Visitor Bureau data for room capacity and restated all previous year's data for consistency.
(2) Park City Chamber/Visitor Bureau did not report any data for 2020.

Schedule 25
Park City Municipal Corporation, Utah
Historical Pledged Taxes
Last Ten Fiscal Years

Fiscal Year	Pledged Sales & Use Taxes	% Change From Prior Year	Pledged Resort Tax (3)	% Change From Prior Year	Pledged Municipal Transient Room Tax	% Change From Prior Year	Total Pledged Taxes	% Change From Prior Year
2012	\$ 4,125,435	4.0 %	\$ 7,257,641	8.4 %	\$ -	n/a %	\$ 11,383,076	6.8 %
2013	4,187,472	1.5	7,837,545 (1)	8.0	-	n/a	12,025,017	5.6
2014	4,347,534	3.8	11,070,470 (2)	41.2	-	n/a	15,418,004	28.2
2015	4,731,904	8.8	12,158,993	9.8	-	n/a	16,890,897	9.6
2016	5,180,094	9.5	13,472,260	10.8	-	n/a	18,652,354	10.4
2017	5,620,687	8.5	14,695,621	9.1	-	n/a	20,316,308	8.9
2018	5,915,331	5.2	15,576,576	6.0	1,592,720 (4)	n/a	23,084,627	13.6
2019	6,403,710	8.3	16,915,887	8.6	2,733,084	71.6	26,052,681	12.9
2020	6,389,540	(0.2)	16,624,398	(1.7)	2,692,669	(1.5)	25,706,607	(1.3)
2021	7,161,106	12.1	18,431,079	10.9	2,741,751	1.8	28,333,936	10.2

Notes:

- (1) Beginning in fiscal year 2013 the City began reporting 25 percent of the 1.1 percent Resort Communities Tax to transit-related projects and improvements.
- (2) The 0.50 percent Additional Resort Communities Sales and Use Tax implemented in fiscal year 2013, went into effect in fiscal year 2014.
- (3) 2012-2018 restated to include the full Resort Sales and Use Tax applicable to each year.
- (4) The 1.0 percent Municipal Transient Room Tax was implemented on January 1, 2018.

Schedule 26
Park City Municipal Corporation, Utah
Operating Indicators by Function
Last Ten Fiscal Years

Function	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Police										
Physical arrests	468	616	623	516	506	449	426	318	255	256
Parking citations	342	326	219	282	236	291	129	132	214	219
Traffic citations	963	950	904	454	966	712	697	608	761	1,410
Public works										
Street resurfacing (tons of asphalt)	4,616	4,616	5,133	5,526	6,034	5,486	6,500	6,000	8,200	5,523
Potholes repaired	235	230	240	210	380	400	200	800	1,100	850
Water										
Number of customers	5,171	5,180	5,203	5,226	5,230	5,276	5,331	5,450	5,502	5,563
New connections	10	22	37	42	56	56	75	82	100	35
Average daily consumption (Tgal)	4,915	4,822	4,660	4,430	4,647	4,890	3,475	3,475	4,326	4,726
Peak daily consumption (Tgal)	8,529	8,873	8,820	7,786	7,767	8,660	5,839	5,839	8,669	7,599
Average monthly billings (3/4" meter)	57.61	82.51	86.22	88	83.32	105.87	90.63	111.32	100.44	118.29
Residential billing rates										
Base rate (per 3/4" meter)	28.26	33.35	39.35	44	44.07	44.95	47.65	49.08	50.55	52.07
Base rate (per 1" meter)	45.02	45.02	53.12	59	59.49	60.68	64.32	66.25	68.24	70.29
Base rate (per 1-1/2" meter)	53.38	53.38	62.99	71	70.55	71.96	76.28	78.57	80.93	83.36
Rate per Tgal (winter months only)	5.84	5.84	6.89	8	7.72	5.60	5.94	6.12	6.30	6.49
Commercial billing rates										
Base rate (per 3/4" meter)	43.35	43.35	51.15	57	57.29	58.44	61.95	63.61	65.52	67.49
Base rate (per 1" meter)	73.35	73.35	86.55	97	96.94	98.88	104.81	107.95	111.19	114.53
Base rate (per 1-1/2" meter)	156.69	156.69	184.89	207	207.08	211.22	223.89	230.61	237.53	244.66
Base rate (per 2" meter)	326.75	326.75	385.57	432	431.84	440.48	466.91	480.92	495.35	510.21
Base rate (per 3" meter)	850.30	850.30	1,003.35	1,124	1,123.75	1,146.23	1,215.15	1,251.60	1,289.15	1,327.82
Base rate (per 4" meter)	1,543.82	1,543.82	1,821.71	2,040	2,040.32	2,081.13	2,206.00	2,272.18	2,340.35	2,410.56
Base rate (per 6" meter)	2,910.19	2,910.19	3,434.02	3,846	3,846.10	3,923.02	4,158.40	4,283.15	4,411.64	4,543.99
Base rate (per 8" meter)	5,011.59	5,011.59	5,913.67	6,623	6,623.31	6,755.78	7,161.13	7,375.96	7,597.24	7,825.16
Rate per 1,000 gallons	5.84	5.84	6.89	8	7.72	7.87	8.34	8.59	8.85	9.12
Building activity										
Building permits issued	984	1,615	1,432	1,289	1,102	999	1,422	1,252	1,575	1,331
Number of residential units	24	40	51	119	57	54	66	132	39	56
Residential value (in thousands)	15,673	21,260	40,646	64,102	30,826	36,092	48,420	97,683	68,878	105,888
Commercial value (in thousands)	198	173	14,420	17,951	3,663	8,912	40,266	46,236	125,390	11,915
Parks and recreation										
Racquet club passes	3,304 (1)	5,037	7,038	7,893	7,922	7,067	7,415	7,859	8,476	12,218
Golf rounds	29,282	30,151	30,887	29,269	29,537	30,731	29,484	27,382	30,085	38,036
Library										
Total volumes borrowed	93,626	91,955	79,709 (2)	54,262 (2)	98,930 (3)	111,388	155,683 (4)	193,795 (4)	115,463	392,488 (7)
Circulation per capita	12	12	10	7	12	13	13	14	14	14
Transit										
Total route miles	1,111,456	1,113,567	1,116,067	986,500	1,065,755	1,141,405	1,924,148 (5)	2,159,537	1,942,609 (6)	1,311,564 (6)
Passengers	1,934,382	1,882,533	1,823,459	1,701,758	1,798,482	2,100,455	2,288,730 (5)	2,659,826	2,394,311 (6)	1,185,629 (6)

Sources: Various City departments.

Notes: Indicators are not available for the general government function.

(1) New PC MARC facility opened in December 2011, resulting in a large increase in pass sales.

(2) Significant decrease in Library total volumes borrowed and circulation per capita in 2014 and 2015, was due to the relocation of the Library to temporary facilities, during the renovation of existing facility.

(3) Significant increase in Library total volumes borrowed and circulation per capita in 2015 and 2016, was due to the completion of the Library renovation.

(4) Significant increase in Library total volumes borrowed in 2018 due to a change in how electronic material was tracked (count now includes number of units instead of number of titles).

(5) Significant increase in total route miles in 2018 was due to the addition of several new routes including the Kamas circulator.

(6) Significant decrease is due to the COVID-19 pandemic. The City cut back on Transit routes and limited passenger numbers.

(7) Significant increase is due the library joining a consortium that gives full access to statewide materials collections in digital format.

Schedule 27
Park City Municipal Corporation, Utah
Capital Asset Statistics by Function
Last Ten Fiscal Years

Function	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
City Area (sq. miles)	18	18	18	20	20	20	20	20	20	20
Police station	1	1	1	1	1	1	1	1	1	1
Transit buses	36	36	36	37	37	38	39	47	41	41
Public works										
Streets (lane miles)	111	111	126	126	126	126	126	128	128	130
Street lights	545	545	712	712	712	964	985	985	985	970
Water										
Fire hydrants	1,105	1,105	1,105	1,081	1,090	1,091	1,104	1,131	1,137	1,141
Water mains (miles)	131	132	135	137	140	142	142	142	142	144
Storage capacity (Tgal)	14,650	13,650	13,650	13,650	13,650	13,650	18,250	18,250	18,250	18,250
Recreation and culture										
Acreage	223	223	223	223	223	1,536 (1)	1,580	1,675 (3)	1,625 (4)	1,625
Parks	40	40	40	40	40	42	42	42	42	42
Covered picnic areas	4	4	4	4	4	6	6	6	6	6
Tennis courts	13	13	14	14	14	14	14	14	14	14
Soccer fields	6	6	6	6	6	6	6	6	6	6
Baseball diamonds	10	10	10	10	10	10	10	10	10	10
Library	1	1	1	1	1	1	1	1	1	1
Volumes in library	82,291	74,071	85,138	97,160	126,999	117,482	155,683 (2)	193,795 (2)	115,463 (5)	392,488 (6)
Golf course	1	1	1	1	1	1	1	1	1	1
Ice Rink	1	1	1	1	1	1	1	1	1	1

Sources: Various City departments.

Notes: Fire protection is provided by the Park City Fire District.

(1) Bonanza Flat (1,350 acres) open space was purchased in fiscal year 2017.

(2) The Library changed the way they track electronic material, resulting in a more accurate number in fiscal year 2018 and 2019.

(3) Treasure Hill (105 acres) open space was purchased in fiscal year 2019.

(4) Bonanza Flat (55 acres) sold to Salt Lake City Corporation in fiscal year 2020. Armstrong Property (5 acres) purchased in fiscal year 2020.

(5) Significant decrease is due to the COVID-19 pandemic. Additionally, the library switched to curbside delivery for several months.

(6) Significant increase is due to joining a library consortium that gives full access to statewide materials collections in digital format.

Schedule 28

**Park City Municipal Corporation, Utah
Five-Year Financial Summaries
Last Five Fiscal Years**

	Fiscal Year Ended June 30				
	2021	2020	2019(1)	2018	2017 (1)
ASSETS					
Cash, cash equivalents and investments held by city	\$ 110,483,787	\$ 91,143,933	\$ 68,768,707	\$ 66,635,201	\$ 64,906,033
Cash, cash equivalents and investments held by fiscal agent	37,681,751	71,929,505	30,394,766	11,398,912	6,380,142
Restricted cash, cash equivalents and investments, other	9,470,859	10,856,824	9,194,635	(5) 6,604,245	6,318,540
Receivables:					
Taxes	30,870,614	28,481,976	28,179,289	24,009,992	23,385,693
Accounts	10,915,585	15,297,972	11,479,937	9,079,648	11,928,740
Notes receivable	258,161	263,386	768,356	1,273,106	1,799,575
Inventories	1,064,127	935,683	864,724	794,366	665,040
Prepays	1,788,013	2,066,110	2,582,703	1,263,500	2,239,181
Assets held for resale	-	-	-	166,096	-
Capital assets not being depreciated:					
Land and water rights	266,062,802	266,062,802	264,361,177	200,070,570	178,027,967
Construction in progress	65,717,025	51,527,332	28,017,548	(5) 28,003,663	12,273,194
Art	926,239	917,603	889,333	839,333	827,833
Capital assets (net of accumulated depreciation):					
Right to use asset	3,254,198	3,338,722			
Buildings	62,002,012	50,598,244	49,424,165	46,155,763	43,758,490
Improvements other than buildings	86,770,848	77,590,523	79,765,683	82,480,502	82,274,536
Vehicles and equipment	23,553,590	23,505,583	25,690,978	23,770,469	23,909,704
Infrastructure	21,176,661	21,566,939	22,956,314	23,161,347	25,660,425
Intangibles	8,554,756	8,571,769	8,486,048	8,271,741	5,608,810
Net pension assets	581,540	-	-	3,365	3,713
Total assets	741,132,568	724,654,906	631,824,363	533,981,819	489,967,616
Deferred outflows of resources					
Deferred outflows of resources related to pensions	3,200,337	3,315,414	7,434,656	7,335,717	6,578,882
Total deferred outflows of resources	\$ 3,200,337	\$ 3,315,414	\$ 7,434,656	\$ 7,335,717	\$ 6,578,882
LIABILITIES					
Accounts payable	\$ 8,760,571	\$ 6,992,699	\$ 5,966,218	\$ 5,395,183	\$ 10,204,455
Accrued liabilities	7,251,284	7,210,548	4,221,062	3,174,630	2,674,359
Long-term debt due within one year:					
Compensated absences	945,902	992,375	913,654	525,320	534,198
Contracts payable	143,918	141,311	-	-	-
General obligation bonds	6,300,000	6,030,000	5,910,000	4,360,000	4,945,000
Revenue bonds	7,315,000	7,530,000	8,035,000	6,495,000	4,720,000
Long-term debt due in more than one year:					
Compensated absences	282,541	368,788	313,404	699,776	670,641
Contracts payable	2,895,756	3,039,674			
General obligation bonds	76,662,508	83,708,177	85,722,655	40,913,366	45,540,922
Revenue bonds	157,641,006	166,096,899	102,476,579	80,928,230	54,793,151
Net pension liability	1,787,303	7,174,185	14,568,026	7,780,234	11,020,794
Total liabilities	269,985,789	289,284,656	228,126,598	150,271,739	135,103,520
Deferred inflows of resources					
Property taxes	25,035,612	24,703,651	23,863,826	20,046,312	19,785,339
Deferred gain on refunding	488,747	704,659	500,262	217,783	321,672
Deferred inflows of resources related to pensions	7,503,754	4,155,340	514,445	6,025,822	1,803,202
Deferred inflows of resources - unavailable revenue	-	-	-	166,096	-
Total deferred inflows of resources	33,028,113	29,563,650	24,878,533	26,456,013	21,910,213
NET POSITION					
Net investment in capital assets	425,329,999	331,580,232	311,830,787	(5) 294,285,169	273,727,467
Restricted for:					
Capital projects	7,570,859	8,956,824	7,194,635	6,604,245	(4) 6,318,540
Other	58,940	58,940	58,940	57,571	(4) 59,674
Unrestricted	8,359,205	68,526,018	67,169,526	(5) 63,642,799	(4) 59,427,084
Total net position	\$ 441,319,003	\$ 409,122,014	\$ 386,253,888	\$ 364,589,784	\$ 339,532,765

Source: Information extracted from the City's fiscal years ended June 30, 2017 through 2021 general purpose financial statements.

Notes:

- (1) Restated.
- (2) Fiscal year 2017 - Capital asset adjustment, required restatement of fiscal year 2016.
- (3) Fiscal year 2018 - Capital asset adjustment, required restatement of fiscal year 2017.
- (4) Reclassified long-term debt related to net assets restricted for debt service and capital projects out of unrestricted net assets.
- (5) Fiscal year 2020 - Capital asset adjustment, required restatement of fiscal year 2019.

**SINGLE AUDIT, INTERNAL
CONTROL AND
COMPLIANCE REPORTS**

Park City Municipal Corporation, Utah
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2021

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal CFDA Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
U.S. Department of Transportation				
Pass Through Utah Department of Transportation				
Formula Grants for Rural Areas and Tribal Transit Program	20.509	218380	\$ -	\$ 2,073,851
Formula Grants for Rural Areas and Tribal Transit Program	20.509	218067		2,620,082
Formula Grants for Rural Areas and Tribal Transit Program	20.509	228279	-	5,890,250
		Total CFDA 20.509	<u>-</u>	<u>10,584,183</u>
Federal Transit Cluster				
Bus and Bus Facilities Formula & Discretionary Programs	20.526	159777		136,587
Bus and Bus Facilities Formula & Discretionary Programs	20.526	218940	-	310,039
		Total CFDA 20.526	<u>-</u>	<u>446,626</u>
Metropolitan Transportation Planning and State and Non-M	20.505	218857		2,148
		Total CFDA 20.505		<u>2,148</u>
		U.S. Department of Transportation Subtotal	<u>-</u>	<u>11,032,957</u>
Department of Homeland Security				
Pass Through Utah Department of Public Safety				
Emergency Management Performance Grant	97.042	EMPG-2021- DEM	-	11,000
Emergency Management Performance Grant	97.042	18-SHSP-REG	-	17,325
		Department of Homeland Security Subtotal	<u>-</u>	<u>28,325</u>
U.S. Department of Justice				
Pass Through State of Utah				
ICAC Task Force Equipment Grant	16.540		-	5,567
Justice Assistance Grant	16.738	2020-DJ-BX-0023	-	4,500
		Department of Justice Subtotal	<u>-</u>	<u>10,067</u>
U.S. Department of the Treasury				
Pass Through State of Utah				
COVID-19 - Coronavirus Relief Fund	21.019		-	3,183,055
		Total Expenditures of Federal Awards	<u>\$ -</u>	<u>\$ 14,254,404</u>

The accompanying notes are an integral part of this schedule.

Park City Municipal Corporation, Utah
Notes to Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2021

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Park City Municipal Corporation, Utah (the City) under programs of the federal government for the year ended June 30, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position or cash flows of the City.

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

Note 3. Indirect Cost Rate

The City has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Beth Bynan

Submitting Department: Finance & Accounting

Item Type: Staff Report

Agenda Section:

Subject:

Request to Approve the Special Event Temporary Alcoholic Beverage Licenses during the 2022 Sundance Film Festival

Suggested Action:

Attachments:

[Temporary Liquor Approvals Staff Report](#)

[Exhibit A: December 16 Liquor List of Locations](#)



City Council Staff Report

Subject: Request for Approval of Special Event Temporary Alcoholic Beverage Licenses during the 2022 Sundance Film Festival
Author: Beth Bynan, Business License Specialist
Department: Finance
Date: December 16, 2021
Type of Item: Consent

Summary Recommendation

Staff is requesting Council approval of the Special Event Temporary Alcoholic Beverage License (License) applications listed in Exhibit A for operation during the 2022 Sundance Film Festival (Festival).

Executive Summary

Exhibit A lists all License applicants to date pending approval. These applicants have completed all requirements for application, including insurance requirements and paid the applicable license fee. All locations in Exhibit A have been considered vibrant or meet one of the one-year vibrancy exceptions listed in the code and are eligible to be approved for a Single Event Temporary Liquor permit. Staff is requesting approval of the attached applicants to serve alcoholic beverages during the 2022 Festival.

Background

The Municipal Code of Park City [4-6-2-\(B\)1](#) requires City Council approval of all single event alcoholic beverage licenses effective during the Festival, “no later than the last regularly scheduled meeting in the month of December.” There are instances in which Park City Municipal (City) requires a License and the Department of Alcoholic Beverage Control (DABC) does not (i.e. private parties). As stated in Municipal Code [4-6-2-\(B\)1](#), all Single Event Temporary Liquor permit applications for the dates during the Sundance Film Festival are required to obtain Council approval no later than the last regularly scheduled meeting in the month of December.

After the Finance Department accepts completed applications, the applications are reviewed by multiple departments. After approval, the applications must receive City Council approval. Municipal Code [4-6-2\(B\)\(2\)](#), allows City Council to choose to hold an emergency meeting to hear no more than twelve (12) applications for late approval. *If* an emergency meeting is held, no more than the first twelve complete applications to be submitted will be heard. A higher fee, pursuant to the fee schedule, may be required due to the expedited nature of the emergency meeting.

Condition of Approval:

In order to maintain life safety standards, staff recommends that security personnel (at a ratio of 1 security officer per 50 occupants) be required for all Single Event Temporary Alcoholic Beverage Licenses issued to nightclubs, bars and similar uses. Staff

recommends that this security be included as a condition of approval for these identified sites if highlighted in Exhibit A. Staff included this condition of approval information in the 2022 Rules of the Road document to encourage compliance and reduce last minute surprises for event organizers and applicants. To ensure compliance, the Fire Marshall will be monitoring the security plan implementation of these occupancy ratios.

Sites approved through the Special Event process are separately regulated; security is addressed during that application process.

Vibrancy:

In accordance with 4-2-15 [Vibrant Commercial Storefronts](#), locations that have been deemed “dark” for two or more consecutive quarters and which do not meet any of the one-year allowed exceptions will not be eligible for a Single Event Temporary Liquor permit at that location. All the locations listed in Exhibit A are either vibrant or have met one of the exceptions to vibrancy and are eligible to be approved for the Single Event Temporary Liquor permit.

Recommendation

Staff recommends City Council approve the Special Event Temporary Alcoholic Beverage License (License) applications listed in Exhibit A for operation during the 2022 Sundance Film Festival (Festival).

Attachments

Exhibit A- List of locations

	Applicant Name	Location Address	Regular Tenant
	To Be Approved		
1	Cananda Goose	558 Main Street	Park City Fine Art
2	Slamdance	221 Main Street	TMI
3	Egyptian Theatre	328 Main Street	Egyptian Theatre
4	Egyptian Theatre	328 Main Street	Egyptian Theatre
5	Egyptian Theatre	328 Main Street	Egyptian Theatre
6	Audible/Variety	628 Park Ave	-
7	Precious Entertainment	780 Main Street	Marriott Summit Watch
8	Precious Entertainment	780 Main Street	Marriott Summit Watch
9	Precious Entertainment	780 Main Street	Marriott Summit Watch
10	XRM Media Lounge	751 Main Street	Rich Haines Galleries
11	XRM Media Lounge	751 Main Street	Rich Haines Galleries
12	Chase Media Studio	580 Main Street	Willie Holdman Photographs
13	Chase Media Studio	580 Main Street	Willie Holdman Photographs
14	Netflix Lounge	890 Main Street	The Mustang
15	Netflix Lounge	890 Main Street	The Mustang
16	Chase Sapphire	573 Main Street	Prospect Gallery
17	Chase Sapphire	573 Main Street	Prospect Gallery
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	Previously Approved		
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Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Beth Bynan

Submitting Department: Finance & Accounting

Item Type: Staff Report

Agenda Section:

Subject:

Request to Approve the Type 2 Convention Sales Licenses for Operation during the 2022 Sundance Film Festival

Suggested Action:

Approve

Attachments:

[CSL Approvals Staff Report](#)

[Exhibit A: December 16 CSL List](#)



City Council Staff Report

Subject: Request for Approval of Type 2 Convention Sales Licenses for Operation during the 2022 Sundance Film Festival
Author: Beth Bynan, Business License Specialist
Department: Finance
Date: December 16, 2021
Type of Item: Consent

Summary Recommendation

Staff is requesting Council approval of the Type 2 Convention Sales License (CSL) applications listed in Exhibit A for operation during the 2022 Sundance Film Festival (Festival) contingent on passing the Final Inspection Post Application (FIPA).

Executive Summary

The Type 2 Convention Sales License applicants to date requesting approval are shown in Exhibit A. The applicants have obtained a pre-inspection prior to application (PIPA), provided a site/floor plan stamped by a design professional with occupant load, and paid the applicable license fees. Staff is requesting approval of the applications for Convention Sales Licenses during the 2022 Sundance Film Festival (Festival).

Background

The Sundance Film Festival attracts an increasing number of businesses/entities which conduct business within the Park City (City) limits on a short-term basis. These entities are not affiliated with the Sundance Film Festival nor are they official sponsors. The increase in number of these entities has created health, safety and wellness concerns for the City and its residents, including the City's ability to provide basic Police, safety and emergency services. The Finance Department as well as other City staff is inundated with Type 2 Convention Sales License applications in the months and weeks before the Festival starts.

The Municipal Code for Type 2 CSL's allows the City to address issues related to adverse impacts or carrying capacity issues related to the licensed activity and volume. It also allows service departments, event staff and public safety to obtain a more adequate picture of the total public service demands for the Festival in a timeframe that provides for service level and cost adjustments

Municipal Code [4-7-3 \(B\)\(2\)](#) states that Council retains authority to approve Type 2 CSL license applications. Prior to Council's consideration of the Type 2 CSL license applications, the applicant must have a pre-inspection prior to application (PIPA). This inspection will highlight any issues related to the space prior to their final inspection. The inspection must accompany the license application along with accurate floor plans stamped by a design professional including the occupant load. The process for a Type 2 CLS is as follows:

1. Obtain floor plans stamped by a design professional
2. Obtain a PIPA
3. Obtain receipt showing payment to Republic Services in the amount of \$100 to cover trash impacts (one receipt *per applicant*).
4. Make application with site plan, PIPA, and pay the appropriate fee
5. Finance requests approval from City Council
6. Obtain Council approval
7. Obtain a FIPA
8. Issue license

Conventional Chain Businesses (CCBs)

There is 1 (one) CCB listed in Exhibit A (Peet's Coffee). Peet's Coffee has been deemed a Convention Chain Business due to the number of locations and standardized products and apparel. This business, if approved, will take the 17th of 17 available spots for CCBs to operate within a storefront space in the HCB zone. Any additional Type 2 CSL applicants which are deemed a CCB will not be permitted to operate in a storefront space in the HCB zone.

Recommendation

Staff has reviewed the applications for accuracy and completeness. Staff recommends that Council review and approve the applicants listed in Exhibit A. The applicant(s) listed has received a PIPA and if approved by Council, must receive a FIPA prior to the license being issued.

Attachments

Exhibit A - List of Locations

CSL

	Applicant Name	Location Address	Regular Tenant	CCB
	To Be Approved			
1	Peet's Coffee	591 Main Street	Lund's Fine Art	Y
2	NYU Tisch	317 Main Street	Eating Establishment	
3	MACRO	201 Heber Ave	Courchevel	
4	Slamdance	255 Main Street	TMI	
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Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: John Robertson

Submitting Department: Engineering

Item Type: Staff Report

Agenda Section:

Subject:

Request to Authorize the City Manager to Enter into a Design Professional Services Agreement with Horrocks Engineers in an Amount Not to Exceed \$268,107 in a Form Approved by the City Attorney, for the Preparation of a Feasibility Analysis for the SR 248/Snow Creek Drive Active Transportation Crossing

Suggested Action:

Attachments:

[Snow Creek Feasibility Design Consultant Agreement Staff Report](#)

[Exhibit A: SR 248 Snow Creek Drive Tunnel Bridge Feasibility Analysis Study RFQ](#)

[Exhibit B: Horrocks Engineers RFQ Response](#)

[Exhibit C: Horrocks Scope and Fee](#)

[Exhibit D: Draft Design Consultant Services Agreement](#)



City Council Staff Report

Subject: Design Professional Services Agreement related to the preparation of a feasibility analysis for the SR 248/Snow Creek Active Transportation Crossing

Author: John Robertson, PE, City Engineer

Department: Engineering

Date: December 16, 2021

Type of Item: Administrative

Recommendation

Authorize the City Manager to execute a Design Professional Services Agreement, in a form approved by the City Attorney, with Horrocks Engineers for an amount not to exceed \$268,107.

Executive Summary

The Snow Creek Crossing feasibility study reflects the work of the reconvened Walkability stakeholder committee and Council direction to prioritize a pedestrian crossing at one of Park City's most heavily utilized intersections. The contract will analyze several alignments and related impacts to place an active transportation crossing at the intersection of State Route 248 (Kearns Boulevard) and Snow Creek Drive. Preliminary drawings and an opinion of probable improvement costs will be produced based on physical and property constraints and in accordance with the American Disabilities Act requirements. The study will be presented to the Walkability Committee for review and comment, prior to a Council worksession.

Staff submitted the Request For Qualifications to twelve separate engineering firms and received two responses. The two responses were reviewed by a committee composed of staff representing Transportation Planning, Engineering, Sustainability, Planning, and Public Works. Upon review of submitted qualifications, the committee unanimously selected Horrocks Engineering as the firm to perform the required scope of services.

Background

A grade separated crossing connecting the north side of SR 248 to the south side was a project considered with the 2007 Walkability Bond (Bond). The project was considered as the "Dance to Jans" connection and would complete the connection of active transportation paths/trails from one side of the City to the other. The project is one of the last remaining Bond-related projects and was originally considered for construction at the intersection of SR 248 and SR 224. Due to the amount of underground infrastructure at this intersection that would be required to be relocated to accommodate a tunnel and a desire to incorporate more active transportation infrastructure in the Bonanza Park area, a decision was made to relocate the crossing farther to the east at

the Snow Creek intersection on SR 248. The relocation of the crossing was discussed with and agreed to by the Walkability Committee.

The proposed project will analyze the existing roadway geometry and surrounding infrastructure (water/wastewater/storm drain/dry utilities) in order to provide several options for installing a separated active transportation crossing at the intersection of Snow Creek Drive and SR 248. The consultant will prepare opinions of probable improvement costs that will include costs associated with impacted rights of way and relocation of dry/wet utilities related to the various scenarios analyzed. Additionally, the consultant will submit a list of funding opportunities available to the City for the proposed project.

Department Review

This report has been reviewed by the City Manager, Community Development, and Legal. All issues have been resolved.

Funding Source

The 2007 Walkability Bond funds will be used to pay for these design professional services.

Attachments

- A: Request for Qualifications
- B: Horrocks RFQ response
- C: Horrocks Scope and Fee
- D: Draft Design Consultant Services Agreement

Park City Municipal Corporation
REQUEST FOR QUALIFICATIONS
FOR

*State Rte. 248 (Kearns Blvd.) Tunnel or Bridge Feasibility
Analysis
Intersection of SR 248 & Snow Creek Drive
Engineering Services*



NOTICE REQUEST FOR QUALIFICATIONS

*State Rte. 248 Kearns Boulevard Tunnel or Bridge Feasibility Analysis
Intersection of SR 248 & Snow Creek Drive*

- QUALIFICATIONS DUE:** By **4:00 p.m., Friday, November 12, 2021**, at the City Engineer's Office, 445 Marsac Avenue, Park City, Utah 84060. Qualifications are to be submitted to John Robertson, City Engineer. If desired, a PDF of the RFQ can be submitted to John Robertson at john.robertson@parkcity.org no later than the time referenced in this paragraph
- PROJECT NAME:** SR 248 Tunnel or Bridge Feasibility Analysis
- RFQ AVAILABLE:** **8:00 a.m., on Friday October 22, 2021**, via City website or upon e-mail request to John Robertson at john.robertson@parkcity.org.
- RFQ DUE TO THE CITY:** **November 12, 2021**
- PROJECT LOCATION:** Park City, Utah
- PROJECT DESCRIPTION (brief):** Create a feasibility analysis and concept plan for the construction of either a tunnel or a bridge to accommodate active transportation modes at the intersection of SR 248 & Snow Creek Drive in Park City Utah.
- The project scope includes the following tasks:
- Collect topographical survey, right of way, and existing utility (wet/dry) horizontal/vertical data
 - Prepare concept level plans for both crossing options
 - Prepare opinion of probable improvement costs for both options
 - Prepare and submit a feasibility analysis report for both options highlighting all required right of way, utility impacts, and potential long lead items that would impact delivery of the project
- PROJECT SCHEDULE:** **Scheduled to go to construction in spring of 2024**
- OWNER:** Park City Municipal Corporation
P.O. Box 1480
Park City, UT 84060
- CONTACT:** *John S. Robertson, City Engineer*
john.robertson@parkcity.org

All questions shall be submitted in writing no later than 3:00 p.m. on Monday, November 8, 2021.

Park City reserves the right to reject any or all qualifications received for any reason. Furthermore, the City shall have the right to waive any informality or technicality in proposals received when in the best interest of the City.

In the absence of the project manager, qualifications should be dropped off to the City Recorder, located at 445 Marsac Avenue, Third Floor – Executive Department, Park City, UT 84060.

I. Introduction

Park City is soliciting Statements of Qualifications from professional civil engineering consulting firms/individuals (CF) to provide professional design services for the preparation of a feasibility analysis related to the construction of either a tunnel or bridge at the intersection of SR 248 and Snow Creek Drive (Project) in Park City, Utah. In 2007 the City passed a \$15 million dollar bond to improve walkability infrastructure through out the City. As of today, over \$10,000,000 of the bond has been used to construct trails, multiuse trails, sidewalks, and invested in other programs to increase the opportunity for residents and visitors to the area to use active transportation methods to get around and enjoy the area.

The scope of services set forth in this RFQ represents an outline of the services which the City anticipates the successful Proposer to perform and is presented for the primary purpose of allowing the City to compare qualifications. The precise scope of services to be incorporated into a Professional Services Agreement will be negotiated between City and the successful Proposer(s).

The City intends to rely on the CF's expertise in order to achieve these goals.

II. Scope of Project

The Project is necessary for the City to understand all impacts of installing an active transportation crossing at this location in order to make an appropriate decision related to the installation of a crossing that is fiscally responsible while serving the needs of the City and meeting the intent of the General Plan and approved active and long range transportation plans. It will be necessary for the consultant to gather right of way, topographical, and wet/dry utility data in order to understand all impacts and appropriately prepare a true project cost and schedule. This information will be used to assist the City when submitting for any federal/state funding that becomes available.

If the Project cannot be delivered within the allocated budget or in a manner satisfactory to the City, in its sole discretion, the City retains the option, in its sole discretion, to cancel the Project, modify the Project scope, or deliver the Project by other means.

III. Engineering Service Elements

The following engineering services are anticipated to meet the objectives outlined in the RFQ but should not be considered an exhaustive list of potential needs:

A. Provide Project Management Services:

- Attend meetings as required with Park City staff to gain an understanding

of the proposed project and deliverables; other meetings may include workshops with City Council and/or the general public

- Coordinate the scope of work with Park City Departments such as Engineering, Public Utilities, Public Works, SBWRD, etc
 - Maintain project schedule and provide weekly status updates to the City Project Manager
- B. Data Collection
- Surveys – Obtain topographical, right of way & boundary data to generate base maps
 - Utilities – Collect all available information for existing wet and dry utilities and incorporate into the map
- C. Conceptual Design Services
- Provide conceptual drawings for both alternatives
- D. Opinion of probable improvement costs
- Prepare opinions of probable improvement costs for both alternatives; these costs should include any required right of way estimated costs, final design, and all related construction costs
- E. Preliminary project schedule
- Prepare a preliminary schedule taking into account the time required for design, relocation of utilities, and an estimated construction schedule

IV. Content of Qualifications

Submitted qualifications will be evaluated on the criteria listed below. Qualifications shall be limited to seven (7) pages with a one (1) page cover letter that does not count toward the page limit. Resumes and supportive information may be included in an Appendix.

- Firm's or individual's experience in the designing of transportation structures including tunnels, bridges and experience working with and meeting UDOT's standards
- Typical billing rates shall be submitted with qualifications
- The firm's/individual's ability to draw on other personnel as required, including their qualifications and experience
- A work plan identifying your general approach, Quality Control, process and identification and resolution of critical issues
- Three (3) recent references for similar projects performed by proposed team/individual
- Other factors deemed relevant by the selection committee

Park City Municipal Corporation reserves the right to reject any and all qualifications for any reason. Qualifications lacking required information will not be considered. All

submittals shall be public records in accordance with government records regulations (“GRAMA”) unless otherwise designated by the applicant pursuant to UCA §63G-2-309, as amended. The award of contract is subject to approval by City Council.

V. Selection Process

Qualifications will be evaluated on the factors listed in Section IV Content of Qualifications, above.

The selection process will proceed on the following schedule:

- A. There will be no pre-submission meeting for this project.
- B. Qualifications will be received by Park City by **4:00 p.m. on Friday, November 12, 2021**, at the City Engineer’s Office, Attn: John Robertson, City Engineer, located at 445 Marsac Avenue, Park City, Utah 84060. If desired, a PDF of the RFQ can be submitted to John Robertson at john.robertson@parkcity.org no later than the time referenced in this paragraph.
- C. A selection committee comprised of City staff will review all submitted RFQs. The selection committee is anticipated to meet the week of **November 15, 2021**.
- D. A short list interview may be required if two or three proposers are closely ranked. If short list interviews are required, they would occur during the week of **November 22, 2021**.
- E. Park City will negotiate a final scope and fee with the top ranked qualifier and recommend to City Council for final approval and contract. Award of the contract is subject to approval by City Council. It is anticipated that City Council will vote on the contract award at a council meeting in December 2021 or January 2022.

VI. Park City Municipal Standard Design Professional Service Agreement

- a. The successful submitted qualifications will be required to enter into Park City’s standard Design Professional Service Agreement, in its current form, with the City. A draft of the agreement is attached to this RFP as Exhibit “B” and incorporated herein.
- b. **ANY INQUIRIES RELATED TO INDEMNIFICATION OR INSURANCE PROVISIONS CONTAINED IN PARK CITY MUNICIPAL CORPORATION’S STANDARD AGREEMENT MUST BE SUBMITTED TO PARK CITY MUNICIPAL CORPORATION NO LATER THAN THE**

PROPOSAL/SUBMITTAL DEADLINE. PARK CITY MAY, IN ITS SOLE DISCRETION, CONSIDER SUCH INQUIRIES. ANY CHANGES TO PARK'S CITY'S STANDARD INSURANCE AND INDEMNIFICATION PROVISIONS SHALL BE APPROVED IN PARK CITY'S SOLE DISCRETION.

Any service provider who contracts with Park City is required to have a valid Park City business license.

VII. Information to be submitted

To be considered, three (3) hard copies of the RFQ must be received at the Park City Engineer's Office, 445 Marsac Avenue, Park City, UT 84060 no later than **Friday, November 12, 2021 at 4:00 p.m.(MST)**. If desired, a PDF of the RFQ can be submitted to John Robertson at john.robertson@parkcity.org no later than the time referenced in this paragraph.

VIII. Preparation of Qualifications

- a. Failure to Read. Failure to Read the Request for Qualifications and these instructions will be at the offeror's own risk.
- b. Cost of Developing Qualifications. All costs related to the preparation of the qualifications and any related activities are the sole responsibility of the offeror. The City assumes no liability for any costs incurred by offerors throughout the entire selection process.

IX. Qualification Information

- a. Equal Opportunity. The City will make every effort to ensure that all offerors are treated fairly and equally throughout the entire advertisement, review and selection process. The procedures established herein are designed to give all parties reasonable access to the same basic information.
- b. Qualifications Ownership. All qualifications, including attachments, supplementary materials, addenda, etc., shall become the property of the City and will not be returned to the offeror.
- c. Rejection of Qualifications. Park City Municipal Corporation reserves the right to cancel or modify the terms of this RFQ and/or the project at any time and for any reason preceding contract award and reserves the right to accept or reject any or all proposals submitted pursuant to this request for qualifications. Park City will provide respondents written notice of any cancellation and/or modification. Furthermore, the City shall have the right to waive any informality or technicality in qualifications received when in the best interest of the City.

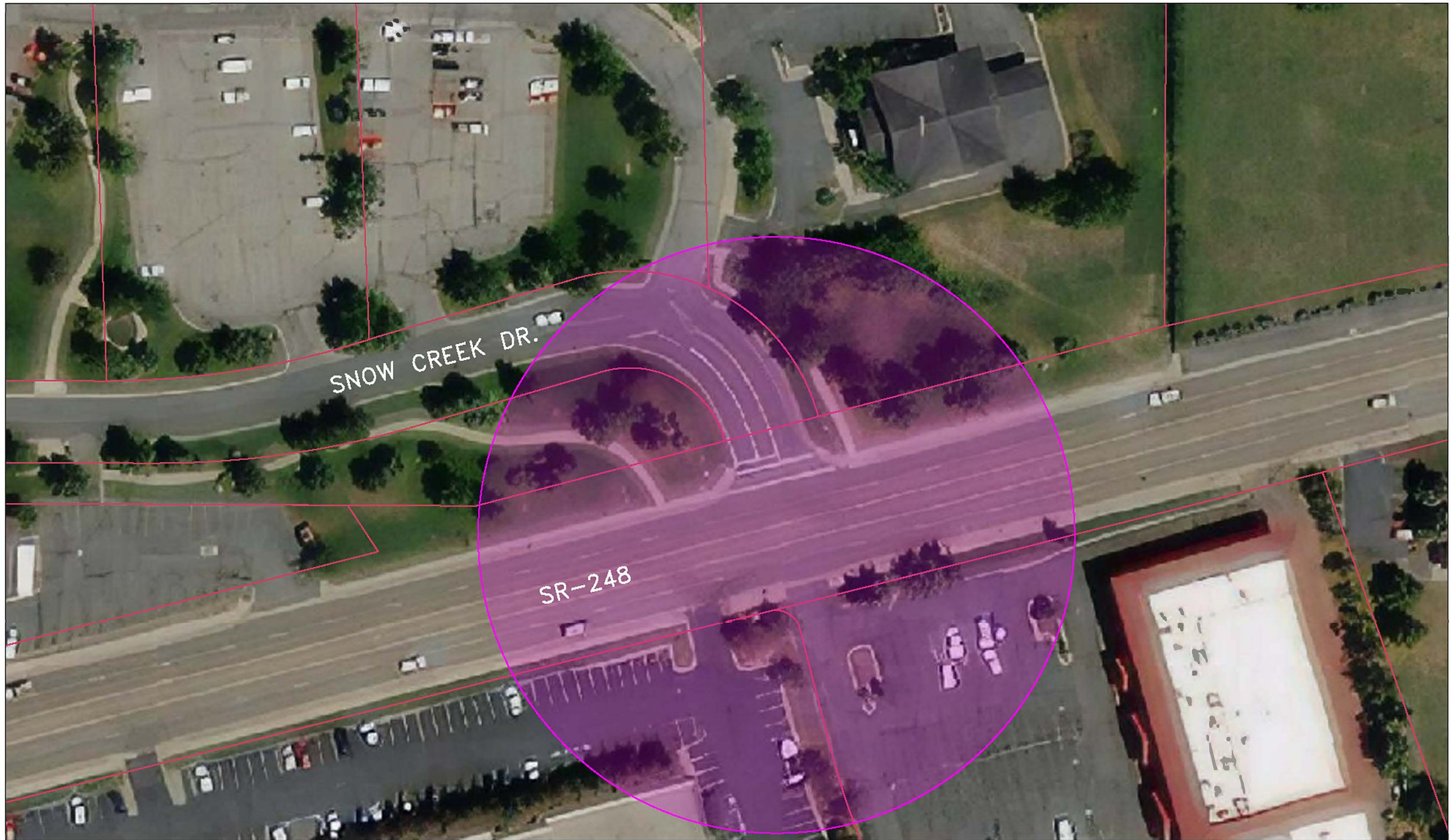
- d. No submitted qualifications shall be accepted from, or contract awarded to, any person, firm or corporation that is in arrears to the City, upon debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the City, or that may be deemed irresponsible or unreliable by the City. Offerors may be required to submit satisfactory evidence that they have the necessary financial resources to perform and complete the work outlined in this RFQ.
- e. Park City Municipal Corporation's policy is, subject to Federal, State and local procurement laws, to make reasonable attempts to support Park City businesses by purchasing goods and services through local vendors and service providers.
- f. If proposer utilizes third parties for completing RFQ requirements, list what portion of the RFQ will be completed by third parties and the name, if known, of the third party.

X. ATTACHMENTS

A – Project Limits

B – Draft Park City Municipal Design Services Professional Agreement

EXHIBIT A - LOCATION MAP



PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

This Design Professional Services Agreement (the "Agreement") is made and entered into as of this ____ day of _____, 20__, by and between **PARK CITY MUNICIPAL CORPORATION**, a Utah municipal corporation, ("City"), and _____, a _____ (Insert state of incorporation) _____ (insert either "corporation" or "limited liability company"), ("Design Professional"), collectively, the City and the Design Professional are referred to as (the "Parties").

WITNESSETH:

WHEREAS, the City desires to have certain services and tasks performed as set forth below requiring specialized skills and other supportive capabilities;

WHEREAS, sufficient City resources are not available to provide such services; and

WHEREAS, the Design Professional represents that the Design Professional is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services and/or tasks set forth in this Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, the Parties hereto agree as follows:

1. **SCOPE OF SERVICES.**

The Design Professional shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as Design Professional responsibilities throughout this Agreement and as set forth in the "Scope of Services" attached hereto as "**Exhibit A**" and incorporated herein (the "Project"). The total fee for the Project shall not exceed _____ Dollars (\$_____).

The City has designated _____, or his/her designee as City's Representative, who shall have authority to act on the City's behalf with respect to this Agreement consistent with the budget contract policy.

2. TERM.

No work shall occur prior to the issuance of a Notice to Proceed which cannot occur until execution of this Agreement, which execution date shall be commencement of the term and the term shall terminate on _____ or earlier, unless extended by mutual written agreement of the Parties.

3. COMPENSATION AND METHOD OF PAYMENT.

- A. Payments for services provided hereunder shall be made monthly following the performance of such services.
- B. No payment shall be made for any service rendered by the Design Professional except for services identified and set forth in this Agreement.
- C. For all “extra” work the City requires, the City shall pay the Design Professional for work performed under this Agreement according to the schedule attached hereto as “Exhibit B,” or if none is attached, as subsequently agreed to by both Parties in writing.
- D. The Design Professional shall submit to the City Manager or her designee on forms approved by the City Manager, an invoice for services rendered during the pay period. The City shall make payment to the Design Professional within thirty (30) days thereafter. Requests for more rapid payment will be considered if a discount is offered for early payment. Interest shall accrue at a rate of six percent (6%) per annum for services remaining unpaid for sixty (60) days or more.
- E. The Design Professional reserves the right to suspend or terminate work and this Agreement if any unpaid account exceeds sixty (60) days.
- F. Design Professional acknowledges that the continuation of this Agreement after the end of the City’s fiscal year is specifically subject to the City Council’s approval of the annual budget.

4. RECORDS AND INSPECTIONS.

- A. The Design Professional shall maintain books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement, including (but not limited to) that which is necessary to sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement, and shall maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- B. The Design Professional shall retain all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement for six (6) years after expiration of the Agreement.
- C. The Design Professional shall, at such times and in such form as the City may require, make available for examination by the City, its authorized representatives, the State Auditor, or other governmental officials authorized by law to monitor this Agreement all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement. The Design Professional shall permit the City or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The City may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of the Design Professional's activities, which relate directly or indirectly to this Agreement.
- D. The City is subject to the requirements of the Government Records Access and Management Act, Chapter 2, Title 63G, Utah Code 1953, as amended and Park City Municipal Code Title 5 ("GRAMA"). All materials submitted by Design Professional pursuant to this Agreement are subject to disclosure unless such materials are exempt from disclosure pursuant to GRAMA. The burden of claiming an exemption from disclosure rests solely with Design Professional. Any materials for which Design Professional claims a privilege from disclosure based on business confidentiality shall be submitted marked as "confidential - business confidentiality" and accompanied by a concise statement from Design Professional of reasons supporting its claim of business confidentiality. Generally, GRAMA only protects against the disclosure of trade secrets or commercial information that could reasonably be expected to result in unfair competitive injury. The City will make reasonable efforts to notify Design Professional of any requests made for disclosure of documents submitted under a claim of confidentiality. Design Professional specifically waives any claims against the City related to any disclosure of materials pursuant to GRAMA.

5. INDEPENDENT CONTRACTOR RELATIONSHIP.

- A. The Parties intend that an independent Design Professional/City relationship will be created by this Agreement. No agent, employee, or representative of the Design Professional shall be deemed to be an employee, agent, or representative of the City for any purpose, and the employees of the Design Professional are not entitled to any of the benefits the City provides for its employees. The Design Professional will be solely and entirely responsible for its acts and for the acts of its agents,

PARK CITY MUNICIPAL CORPORATION

DESIGN PROFESSIONAL SERVICES AGREEMENT

employees, subcontractors or representatives during the performance of this Agreement.

- B. In the performance of the services herein contemplated the Design Professional is an independent contractor with the authority to control and direct the performance of the details of the work, however, the results of the work contemplated herein must meet the approval of the City and shall be subject to the City's general rights of inspection and review to secure the satisfactory completion thereof.

6. DESIGN PROFESSIONAL EMPLOYEE/AGENTS.

The City may at its sole discretion require the Design Professional to remove an employee(s), agent(s), or representative(s) from employment on this Project. The Design Professional may, however, employ that (those) individuals(s) on other non-City related projects.

7. HOLD HARMLESS INDEMNIFICATION AND ATTORNEY FEES.

- A. The Design Professional shall indemnify and hold the City and its agents, employees, and officers, harmless from any and all liability for damages, including claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to (1) the Design Professional's breach of contract, negligence, recklessness, or intentional misconduct; or (2) the Design Professional's subconsultant's or subcontractor's negligence.
- B. The Design Professional shall also reimburse the City, including its agents, employees, and officers, and any other person for attorney fees or other costs incurred by the person in defending against a claim alleging liability for damages to the extent the attorney fees or costs were incurred due to (1) the Design Professional's breach of contract, negligence, recklessness, or intentional misconduct; or (2) the Design Professional's subconsultant's or subcontractor's negligence.
- C. If such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable to the extent of the Design Professional's breach of contract, negligence, recklessness, or intentional misconduct; or the Design Professional's subconsultant's or subcontractor's negligence.
- D. The Design Professional expressly agrees that the indemnification provided herein constitutes the Design Professional's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

waiver shall apply only to the extent an employee of Design Professional claims or recovers compensation from the City for a loss or injury that Design Professional would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the Parties, and is expressly made effective only for the purposes of this Agreement.

- E. Further, nothing herein shall require the Design Professional to hold harmless, defend, or reimburse the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers.
- F. The Design Professional is required to maintain and to provide a standard of care consistent with other design professionals with the same or similar professional license, who normally provide projects, work, and/or services as is established in this Agreement in Park City, Utah. Accordingly, if the nature of the project, work, and/or services established in this Agreement requires specialized design expertise, the Design Professional is required to provide services consistent with the specialized design expertise established in this Agreement.
- G. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.
- H. The provisions of this section shall survive the expiration or termination of this Agreement.

8. INSURANCE

The Design Professional shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Design Professional, their agents, representatives, employees, or subcontractors. The Design Professional shall provide a Certificate of Insurance evidencing:

- A. General Liability insurance written on an occurrence basis with limits no less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) aggregate for personal injury, bodily injury and property damage.

The Design Professional shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63G-7-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- B. Automobile Liability insurance with a combined single limit of not less than Two Million Dollars (\$2,000,000) each accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of owned, hired, and non-owned motor vehicles. This policy must not contain any exclusion or limitation with respect to loading or unloading of a covered vehicle.
- C. Professional Liability (Errors and Omissions) insurance (if applicable) with annual limits no less than One Million Dollars (\$1,000,000) per occurrence. Design Professional agrees to continue to procure and maintain professional liability insurance coverage meeting these requirements for the applicable period of statutory limitation of claims (or statute of repose, if applicable) after the project completion or termination of this Agreement.

If written on a claims-made basis, the Design Professional warrants that the retroactive date applicable to coverage precedes the effective date of this agreement; and that continuous coverage will be maintained for an extended reporting period endorsement (tail coverage) will be purchased for a period of at least three (3) years beginning from the time that work under this agreement is complete.

- D. Workers Compensation insurance and Employers Liability coverage with Workers Compensation limits complying with statutory requirements, and Employer's Liability Insurance limits of at least One Million Dollars (\$1,000,000) each accident, One Million Dollars (\$1,000,000) for bodily injury by accident, and One Million Dollars (\$1,000,000) each employee for injury by disease.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of Park City Municipal Corporation for all work performed by the Design Professional, its employees, agents and subcontractors.

- E. Park City Municipal Corporation, its officers, officials, employees, and volunteers are to be covered as additional insureds on general liability and auto liability insurance policies, with respect to work performed by or on behalf of the Design Professional including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Design Professional and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance. Should

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

any of the above described policies be cancelled before the expiration date thereof, Design Professional shall deliver notice to the City within thirty (30) days of cancellation. The City reserves the right to request certified copies of any required policies.

- F. The Design Professional's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- G. For any claims related to this Design Professional Services Agreement, the Design Professional's insurance coverage shall be primary insurance coverage with respect to Park City Municipal Corporation, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by Park City Municipal Corporation, its officers, officials, employees, or volunteers shall be excess of the Design Professional's insurance and shall not contribute with it.

9. TREATMENT OF ASSETS.

Title to all property furnished by the City shall remain in the name of the City and the City shall become the owner of the work product and other documents, if any, prepared by the Design Professional pursuant to this Agreement (contingent on City's performance hereunder).

10. COMPLIANCE WITH LAWS AND WARRANTIES.

- A. The Design Professional, in the performance of this Agreement, shall comply with all applicable federal, state, and local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.
- B. Unless otherwise exempt, the Design Professional is required to have a valid Park City business license.
- C. The Design Professional specifically agrees to pay any applicable fees or charges which may be due on account of this Agreement.
- D. If this Agreement is entered into for the physical performance of services within Utah the Design Professional shall register and participate in E-Verify, or an equivalent program. The Design Professional agrees to verify employment eligibility through E-Verify, or an equivalent program, for each

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

new employee that is employed within Utah, unless exempted by Utah Code Ann. § 63G-12-302.

- E. Design Professional shall be solely responsible to the City for the quality of all services performed by its employees or sub-contractors under this Agreement. Design Professional hereby warrants that the services performed by its employees or sub-contractors will be performed substantially in conformance with the standard of care observed by similarly situated companies providing services under similar conditions.

11. NONDISCRIMINATION.

Any Design Professional that enters into an agreement for goods or services with Park City Municipal Corporation or any of its boards, agencies, or departments shall:

- A. Implement an employment nondiscrimination policy prohibiting discrimination in hiring, discharging, promoting or demoting, matters of compensation, or any other employment- related decision or benefit against a person otherwise qualified, because of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy- related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.
- B. In the performance of this Agreement, Design Professional shall not discriminate on account of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy-related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- C. Incorporate the foregoing provisions in all subcontracts or assignments hereunder and take such actions as may be required to ensure full compliance with the provisions of this policy.

12. ASSIGNMENTS/SUBCONTRACTING.

- A. The Design Professional shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the City, and it is further agreed that said consent must be sought in writing by the Design Professional not less than thirty (30) days prior to the date of any proposed assignment. The City reserves the right to reject without cause any such assignment. Any assignment made without the prior express written consent of the City, as required by this paragraph, shall be deemed null and void.
- B. Any work or services assigned hereunder shall be subject to each provision of this Agreement and proper bidding procedures where applicable as set forth in local, state or federal statutes, ordinance and guidelines.
- C. Any technical/professional service subcontract not listed in this Agreement, must have express advance approval by the City.
- D. Each subcontractor that physically performs services within Utah shall submit an affidavit to the Design Professional stating that the subcontractor has used E-Verify, or an equivalent program, to verify the employment status of each new employee, unless exempted by Utah Code § 63G-12-302.

13. CHANGES.

Either party may request changes to the scope of services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both Parties. Such amendments shall be attached to and made part of this Agreement.

14. PROHIBITED INTEREST, NO THIRD PARTY RIGHTS AND NO GRATUITY TO CITY EMPLOYEES.

- A. No member, officer, or employee of the City shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- B. Nothing herein is intended to confer rights of any kind in any third party.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- C. No City employee who has procurement decision making authority and is engaged in the procurement process, or the process of administering a contract may knowingly receive anything of value including but not limited to gifts, meals, lodging or travel from anyone that is seeking or has a contract with the City.

15. MODIFICATIONS TO TASKS AND MISCELLANEOUS PROVISIONS.

- A. All work proposed by the Design Professional is based on current government ordinances and fees in effect as of the date of this Agreement.
- B. Any changes to current government ordinances and fees which affect the scope or cost of the services proposed may be billed as an “extra” pursuant to Paragraph 3(C), or deleted from the scope, at the option of the City.
- C. The City shall make provision for access to the property and/or project and adjacent properties, if necessary for performing the services herein.

16. TERMINATION.

- A. Either party may terminate this Agreement, in whole or in part, at any time, by at least thirty (30) days' written notice to the other party. The Design Professional shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Design Professional shall promptly submit a termination claim to the City. If the Design Professional has any property in its possession belonging to the City, the Design Professional will account for the same, and dispose of it in a manner directed by the City.
- B. If the Design Professional fails to perform in the manner called for in this Agreement, or if the Design Professional fails to comply with any other provisions of the Agreement and fails to correct such noncompliance within three (3) days' written notice thereof, the City may immediately terminate this Agreement for cause. Termination shall be effected by serving a notice of termination on the Design Professional setting forth the manner in which the Design Professional is in default. The Design Professional will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

17. NOTICE.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the Parties below. Notice is effective upon the date it

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

was sent, except that a notice of termination pursuant to Paragraph 16 is effective upon receipt. All reference to “days” in this Agreement shall mean calendar days.

18. ATTORNEYS FEES AND COSTS.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney’s fees and other costs incurred in connection with that action or proceeding.

19. JURISDICTION AND VENUE.

- A. This Agreement has been and shall be construed as having been made and delivered within the State of Utah, and it is agreed by each party hereto that this Agreement shall be governed by the laws of the State of Utah, both as to interpretation and performance.
- B. Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement, or any provisions thereof, shall be instituted and maintained only in any of the courts of competent jurisdiction in Summit County, Utah.

20. SEVERABILITY AND NON-WAIVER.

- A. If, for any reason, any part, term, or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- B. If it should appear that any provision hereof is in conflict with any statutory provision of the State of Utah, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform in such statutory provisions.
- C. It is agreed by the Parties that the forgiveness of the non-performance of any provision of this Agreement does not constitute a subsequent waiver of the provisions of this Agreement. No waiver shall be effective unless it is in writing and signed by an authorized representative of the waiving party.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

21. ENTIRE AGREEMENT.

The Parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both Parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both Parties recognize time is of the essence in the performance of the provisions of this Agreement.

22. COUNTERPARTS. This Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

23. ELECTRONIC SIGNATURES. Each party agrees that the signatures of the parties included in this Agreement, whether affixed on an original document manually and later electronically transmitted or whether affixed by an electronic signature through an electronic signature system such as DocuSign, are intended to authenticate this writing and to create a legal and enforceable agreement between the parties hereto.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

PARK CITY MUNICIPAL CORPORATION, a
Utah municipal corporation
445 Marsac Avenue
Post Office Box 1480
Park City, UT 84060-1480

Matt Dias, City Manager

Attest:

City Recorder's Office

Approved as to form:

City Attorney's Office

DESIGN PROFESSIONAL NAME

Address: _____

Address: _____

City, State, Zip: _____

Tax ID#: _____

PC Business License# BL _____

Signature

Printed name

Title

THE CITY REQUIRES THE DESIGN PROFESSIONAL TO COMPLETE EITHER THE NOTARY BLOCK
OR THE UNSWORN DECLARATION, WHICH ARE BELOW.

**PARK CITY MUNICIPAL CORPORATION
DESIGN PROFESSIONAL SERVICES AGREEMENT**

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this ____ day of _____, 20__, personally appeared before me _____, whose identity is personally known to me/or proved to me on the basis of satisfactory evidence and who by me duly sworn/affirmed, did say that he/she is the _____ (title or office) of _____, a _____ corporation (or limited liability company), by authority of its Bylaws/Resolution of the Board of Directors (if as to a corporation) or Operating Agreement/Member Resolution (if as to a limited liability company), and acknowledged that he/she signed it voluntarily for its stated purpose as _____ (title) for _____, a _____ corporation (or limited liability company).

Notary Public

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

I declare under criminal penalty under the law of Utah that the foregoing is true and correct. Signed on the ____ day of _____, 20____, at _____ (insert State and County here).

Printed name _____

Signature: _____

**PARK CITY MUNICIPAL CORPORATION
DESIGN PROFESSIONAL SERVICES AGREEMENT**

EXHIBIT “A”

SCOPE OF SERVICES

SAMPLE

**PARK CITY MUNICIPAL CORPORATION
DESIGN PROFESSIONAL SERVICES AGREEMENT**

EXHIBIT “B”

PAYMENT SCHEDULE FOR “EXTRA” WORK

SAMPLE



SR 248 TUNNEL OR BRIDGE FEASIBILITY ANALYSIS

NOVEMBER 12, 2021

November 12, 2021

Attn: John S. Robertson, City Engineer
Park City Municipal Corporation
P.O. Box 1480
Park City, UT 84060
john.robertson@parkcity.org

SUBJECT: SR 248 Tunnel or Bridge Feasibility Analysis

Dear Mr. Robertson and Selection Committee Members:

Horrocks Engineers is honored to submit this proposal for a crossing feasibility study for SR-248 at Snow Creek Drive. Our proposal outlines our strategic approach to this work based on our intimate knowledge of Park City, its residents and stakeholders, and this corridor specifically. With 53 years of experience in the industry, we have developed a broad range of services to aid in fiscally constrained multimodal and active transportation planning, corridor studies, cost determinations, GIS mapping, alternatives analysis, NEPA planning and documentation, and conducting inclusive public/stakeholder outreach programs. Our specially selected team members offer Park City the following skills, expertise, and added-value for the Snow Creek crossing analysis:

- **Familiarity with Park City:** This specific team has expert experience working with Park City residents, stakeholders, businesses, and staff. We have knowledge of existing utility constraints, current easements, property owners, housing and services in the area, contaminated soils protocols, transit access needs along SR-248 and the Prospector Neighborhood, and needed trail connections including to the McLeod Creek Trail and Poison Creek Trail spines.
- **Conceptual Tunnel and Bridge Design:** Our assembled team has a robust resume of both bridge and tunnel crossing planning and design, and construction management. Our project examples below show the execution of a variety of innovative solutions that address local connection needs while encapsulating a community's individual identity.
- **Feasibility Analysis:** Horrocks has experience conducting feasibility studies for a variety of project types, including grade-separated crossings, and trail connections. Our ability to combine feasibility best practices, cost estimating congruent with local construction costs, along with a context-sensitive risk assumption analysis, will help inform the preferred concept.
- **Construction Project Management Services:** Bridge and tunnel projects in vital corridors require timely solutions to reduce impacts to residents, visitors, and transit services. Horrocks has developed extensive knowledge as the national leader of Accelerated Bridge Construction (ABC) delivery methods and components through experience in design and project oversight. Our experience designing and managing construction of the SR-248 Pedestrian Tunnel provided paramount knowledge of the area's existing conditions, and constraints, and has resulted in a better design process moving forward.
- **Implementable Deliverables:** This team commits to provide a well-vetted feasibility analysis of both above and below-grade crossing alternatives. Each alternative will be taken to 30% design, which includes geometric layout of the structures with plan, elevation and section views, design criteria, preliminary quantities and cost estimates. The final feasibility report will include a comparison of the two alternatives, including potential construction risks and mitigation strategies.

Our firm provides in-house expertise for all aspects of this project under one roof. Our team has a large pool of additional expertise to draw from, if ever needed, including environmental studies and permitting, public involvement, planners, surveyors, and right-of-way (ROW) acquisition and engineering. Alexis will be the key contact for this project knowing both local city staff and Horrocks resources and is available for any questions regarding this proposal. She can be reached by phone at 801-201-6373 or by e-mail at alexis.verson@horrocks.com.

Sincerely,



Alexis Verson, AICP
Project Manager, Horrocks Engineers



EXPERIENCE

Horrocks Engineers provides various transportation services for communities, including planning, designing, and constructing active transportation facilities. Our team has experience using visioning and goal setting, public involvement, data collection, and design to provide actionable plans for our clients. Our active transportation planners have backgrounds working for and with public sector entities and know the value of consensus-building, creating cohesive bicycle and pedestrian networks, and identifying funding sources for active transportation projects.

Horrocks' planning and urban design team members create solutions that combine thorough analysis, economic practicality, environmental responsibility, and cultural awareness. A safe community for pedestrians and bicyclists creates access to services and recreation and helps foster a truly vibrant multimodal environment. It means a better quality of life that Horrocks is committed to providing. We have experience in walkable/bikeable community planning, which includes trail design and planning, sidewalk design, ADA compliance, first/last-mile connections, bicycle lane design, traffic calming measures, equity analyses, and more. We can meet our client's goals, large or small, and make sure that their community vision becomes a success.

TRANSPORTATION STRUCTURE DESIGN

Horrocks offers the expertise and experience to design all transportation-related structures, including bridges, culverts, retaining walls, overhead sign structures, and pedestrian structures. We also specialize in existing structure evaluations and transportation structures design services, including:

- Advanced planning and feasibility studies
- Type selection studies
- Bridge rehabilitation/seismic retrofit
- Staged and phased construction layout
- Seismic analysis and design
- Accelerated Bridge Construction (ABC) and rapid bridge replacement design and oversight review
- Single- and multi-span bridge design
- Bridge inspection
- Box culverts: drainage culverts, pedestrian tunnels/culverts, mixed-use facilities
- Pedestrian facilities
- Overhead sign structures
- Maintenance planning
- Load ratings
- Oversight/review services

PEDESTRIAN STRUCTURES

The structures group at Horrocks has extensive experience in concept design, feasibility studies, final design, and construction management related to pedestrian structures. Our expertise provides valuable insight into potential issues related to right-of-way impacts, constructability, cost estimating, and design concerns. In addition, Horrocks has worked on many local government projects that

require permitting and coordination with UDOT, including both SR-248 pedestrian tunnels at Comstock Dr. and Park City High School. Our UDOT relationship helps ensure a smooth review and approval process and reduces the risk of schedule delays and cost impacts due to delayed approvals. Our experience will help Park City select a cost-effective and best value solution for the Snow Creek pedestrian structure.

EXPERIENCE WORKING WITH AND MEETING UDOT'S STANDARDS

Horrocks has a decades-long relationship with UDOT and knows how to reach the planning, project management, permitting, region, and leadership levels to ensure a collaborative project process. We are committed to working closely with UDOT throughout the feasibility study to ensure all standards are met. To streamline our service to clients, Horrocks Structures Department is trained in implementing the standards, specifications, and processes of each of the DOTs that we serve. In addition to AASTHO and FHWA, we have an expert understanding of and extensive experience with UDOT regulations and guidelines. We focus on facilitating coordination between UDOT structures staff and the regions and leadership that they serve to create high-quality documents, reduce project schedule delays, and reduce the oversight/review effort necessary by UDOT structures staff.

LOCAL EXPERIENCE

This team's extensive knowledge of Park City has allowed us to identify specific needs and approaches for this project:

Our team must engage with the property owners, stakeholders, and city departments to determine how the site will tie to this new crossing. This includes the connection of McLeod Creek trail – which is currently designed to tie into this crossing and provide the final “connection” for a major Park City trail spine system extending to Poison Creek and the rest of the PC trail network.

The vehicular access to Double Tree Hotel and the other commercial businesses off of SR248 in this area should be addressed during this study - and this may prove a great opportunity to work with property owners to mitigate adverse access conditions (possibly combining access points)

Snow removal and how this tunnel will be maintained is critical. Our team will evaluate several proven options with adequate snow system turning radii or snowmelt and implementation of solar for net metering to further the City's environmental goals.

We will also consider the geometric alignment of this crossing. This includes evaluation of a crossing east or west of Snow Creek, a crossing over Snow Creek in addition to SR248, and possible angled crossing over the intersection. Analysis of pedestrian and bike activity will drive the best location.



RELATED PROJECTS

SR-248 PEDESTRIAN TUNNELS: COMSTOCK & HIGH SCHOOL | PARK CITY, UT



The SR-248 Pedestrian Tunnels were a result of Park City's Walkability Study and bonding effort. The City prioritized different locations where pedestrian connectivity was needed, and a grade-separated connection at these locations was deemed a community priority. The pedestrian crossings traverse SR-248, a significant state corridor connecting the region to Park City, serving the elementary school, middle school, high school, learning center, groceries, medical, and recreational opportunities. The high school tunnel is a 125-foot long, 9' x 12' box tunnel with ADA accessibility and ramping and was designed to

match the natural, historic Park City feel. It includes board-formed texture on retaining wall faces, and bifacial solar panel railing. This bifacial solar panel railing was designed to provide net-zero energy production for the integral snowmelt system built into the ramps and stairs. Horrocks was responsible for trail and structures design, storm drainage, sanitary water, utility relocations, grading, construction management, and public involvement. The final facility utilizes a solar-powered snowmelt system to reduce maintenance and snow removal costs. It is so effective that it is a net positive facility, contributing electricity back to the grid.

Improved Mobility: The SR-248 tunnel replaced an existing at-grade HAWK signal on SR-248. This new facility created a safe grade-separated crossing for pedestrians and bicyclists, and allowed traffic to flow freely at street level. Preliminary analysis on the corridor suggests that removing the HAWK signal reduced peak time delay for motorists and transit service by several minutes.

Coordination/Collaboration with UDOT and Stakeholders: Horrocks worked closely with UDOT for both SR-248 tunnels during design, permitting design, permitting, and construction phases to ensure all standards were met. The City led stakeholder coordination with the Park City School District. It affected residents and businesses, and Horrocks provided critical milestone information, progress updates, and construction management services.

Relevant Services: Grade separated pedestrian crossing design, net-zero design, landscaping, utility assessment, stakeholder coordination, construction management, soils ordinance compliance.

References: Julia Collins, Project Manager | 435-649-5309; John Robertson, City Engineer | 385-215-5322

PARK LANE PEDESTRIAN OVERPASS FEASIBILITY STUDY | FARMINGTON CITY, UT



The Park Lane Pedestrian Overpass Study was a UDOT project to evaluate pedestrian facility construction in Farmington City. The project included three pedestrian bridges and one pedestrian tunnel. The facilities needed to safely convey pedestrians over US-89, I-15, and Union Pacific Railroad and connect to an existing trail system north of the project.

Horrocks developed the geometric layout, ROW impacts, and cost estimates for multiple alternatives as part of the study. With this information, UDOT evaluated and selected the best value alternative that met project goals. The final design of the pedestrian facilities is part of the current I-15, Shepard Lane Interchange, which Horrocks is designing.

Improved Mobility: The Park Lane interchange area has no pedestrian facilities, yet is the gateway to Farmington's busy FrontRunner Station and adjacent Transit-Oriented Development, office park, and Lagoon Amusement Park. This area sees the most out-of-direction travel for pedestrians and bicyclists in Davis County because of that lacking connection. The construction of this pedestrian bridge will create much-needed direct access to these amenities and services, and direct access to the Legacy Parkway Trail.

Coordination/Collaboration with UDOT and Stakeholders: Horrocks frequently coordinated with UDOT on design standards and the Farmington Planning Department on design and ensuring direct connections to transit and currently isolated neighborhoods are realized.

Relevant Services: Concept structural design for pedestrian facilities, ROW, and estimating.

References: Paul Egbert, UDOT Project Manager | 801-618-7746



ALPINE HIGHWAY TO NORTH COUNTY BOULEVARD PEDESTRIAN UNDERPASS | UTAH COUNTY, UT



Horrocks prepared the environmental document and design for a connector road from Alpine Highway to North County Boulevard to improve mobility in northern Utah County. Project elements included roadway, structures, active transportation, drainage, traffic signals, lighting, landscaping, utility coordination and design, drainage, public involvement, and ROW preparation. The project included the design of a pedestrian undercrossing structure and trail system to connect to the existing trail network.

Improved Mobility: Provided a key connection route between two main roadways in Pleasant Grove City and Highland that improved access and mobility to the entire region, and utilized the opportunity to provide a new pedestrian undercrossing to tie into the existing trail network.

Coordination/Collaboration with UDOT and Stakeholders: This local government project involved extensive coordination with UDOT, Highland City, developers, and utility companies with timely coordination to maintain the project schedule. Regular coordination meetings were held with stakeholders to understand their concerns and project issues, discuss impacts, review the project schedule, and identify which needs and wants could feasibly be met.

Relevant Services: Utility coordination, trail system connection, ROW preparation, pedestrian structure, lighting, and landscaping.

Reference: Brett Schvaneveldt, UDOT Project Manager | 801-227-8012

I-15 400 SOUTH UNDERPASS, BLUFF STREET PEDESTRIAN TUNNEL | ST. GEORGE AREA, UT



The I-15 400 South pedestrian tunnel provides a much-needed east-west connection under I-15, connecting the Utah Tech University (Dixie State University) campus to student housing. The Bluff Street pedestrian tunnel connected trail systems and provided access to businesses from adjacent hotels. Both projects included extensive stakeholder coordination on location, size, and aesthetics.

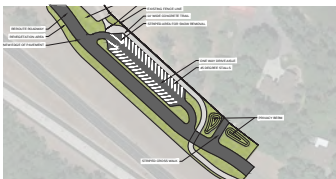
Improved Mobility: I-15 has long been an east-west barrier for communities. This project removed that barrier, creating safe and comfortable crossings for pedestrians and bicyclists, and removed all vehicle-pedestrian conflict zones. St. George is a very active biking community, like Park City, and the mode split is higher here. This project was a community and University priority.

Coordination/Collaboration with UDOT and Stakeholders: Horrocks facilitated coordination with the key University and business stakeholders on access needs while working with UDOT to ensure design and construction standards were met.

Relevant Services: Pedestrian tunnel design, trail system connections, aesthetics, and UDOT coordination.

Reference: Chris Hall, UDOT Project Manager | 435-592-4243

WEBER RIVER PARKWAY TRAIL EXTENSION FEASIBILITY STUDY | SOUTH WEBER COUNTY, UT



Horrocks conducted a feasibility study and alternative analysis for four miles of trail from the existing Weber River parkway to the Bonneville Shoreline Trail. As part of the proposed trail alignment, two pedestrian structure locations were evaluated. The first was a crossing under/over interstate 84, where both an overhead pedestrian structure and a box culvert underpass were considered. The second, located at the Weber River, evaluated a prefabricated truss bridge option. In addition, multiple trailhead/parking areas were evaluated for location, size, and layout. A concept design for the recommended alignment,

trailheads, and structures with accompanying preliminary cost estimates were prepared and compiled into a final feasibility study.

Improved Mobility: This study looked at all components and amenities of a connected and functional trail network to recommend preferred concepts and design. By taking a holistic look at mobility, Horrocks was able to help the community realize their vision for the Weber River as an accessible amenity.

Relevant Services: Preliminary structures design, trail and structure feasibility, and land ownership analysis.

Reference: Megan Townsend, Wasatch Front Regional Council (WFRC) Transportation and Land Use Connection Program Manager | 801-363-4250 ext. 1101



THE FIRM'S/INDIVIDUAL'S ABILITY TO DRAW ON OTHER PERSONNEL AS REQUIRED

Horrocks offers a fully available team that brings extensive experience with tunnels and bridges. The section below describes our key personnel's qualifications and experience. Detailed resumes of team members are included in the appendix. We are also fortunate to have the resources of a large staff over 700+ to provide additional expertise and staffing assistance if needed.

BIOS OF KEY PERSONNEL



ALEXIS VERSION, AICP | PROJECT MANAGER

AICP #: 33461

Qualifications: Alexis is a Senior Planner and Project Manager with more than nine years in transportation planning in both public and private sectors. She has diverse experience in active transportation projects, long range and corridor planning, grant writing, and capital project development. Alexis' background in managing multi-jurisdictional complex projects with local and regional partners, UDOT, UTA and MPO's, ensures she understands budgets, timelines, deliverables, and the value in strong collaboration. Alexis also has an extensive background in strategic communications and writing and excels in working with stakeholders and the public on consensus building and visioning.

Related Project Experience:

- Park City Grant Writing Support, Park City, UT
- Park City Project Management Support, Park City, UT



TONY CURTIS, PE | STRUCTURAL

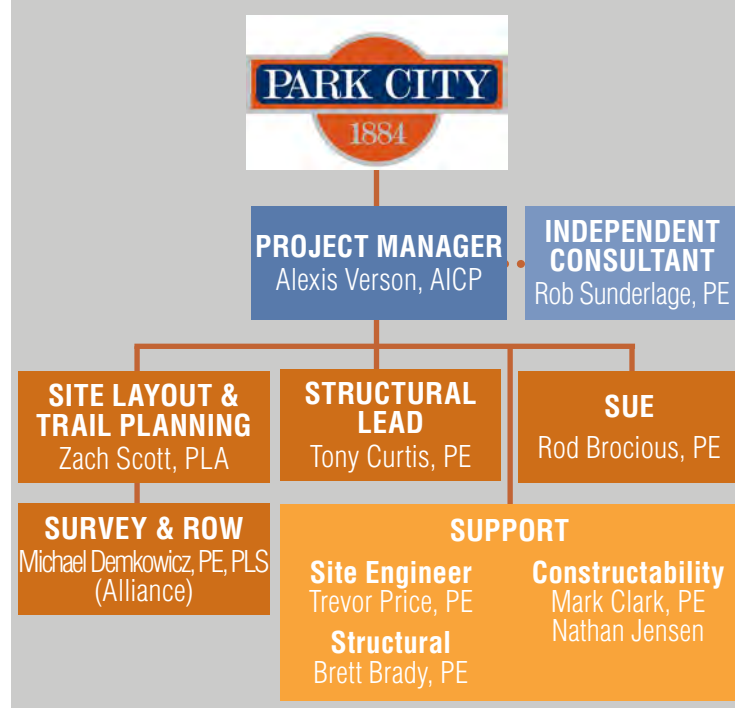
UT PE #: 6116061

Qualifications: Tony is a licensed Professional Engineer with more than nine years of structural design experience. His expertise includes bridges, pedestrian structures, retaining walls, and buildings using a variety of materials including reinforced concrete, steel, masonry, and timber. Tony is familiar with AASHTO LRFD, UDOT SDDM, IBC, NDS, AISC, and ACI. His structural experience includes prestressed concrete and steel girders, pedestrian structures, finite element modeling, foundation design, and seismic design for vertical structures. Tony is familiar with design-build, design-bid-build, and CM/ GC delivery methods.

Related Project Experience:

- SR-248 Pedestrian Access Improvements, Park City, UT
- Powder Mountain Bridges, Eden, UT

ORGANIZATIONAL CHART



ZACH SCOTT, PLA | SITE LAYOUT/TRAIL PLANNING

UT PLA #: 10448786

Qualifications: Zach has 12 years of experience in trail and site planning. He has been instrumental on a wide variety of projects including access management plans, trail master plans, regional park master conceptual designs and construction documents, Trail Feasibility Studies, UDOT Aesthetics plans, and local government park and recreation improvement plans. Zach is a Summit County native and has worked on a number of projects along the Wasatch back, giving him extensive knowledge of the unique challenges associated with the area. He has a diverse set of skills including project programming, conceptual design, illustrative graphics, 3D modeling, construction documentation, and specification writing/detailing. His broad experience and unique skillset make him an excellent asset for this project.

Related Project Experience:

- Park City Bus Stop Site Analysis, Park City, UT
- Park City Trails Small Projects, Park City, UT



ROB SUNDERLAGE, PE | INDEPENDENT CONSULTANT

UT PE #: 354286

Qualifications: Rob has 22 years of experience working with municipal agencies, developers, and architects to complete a broad range of infrastructure



and site development projects as well as transportation-related studies and implementation of multi-modal improvement designs. Rob has worked closely with cities and developers to implement active transportation improvements, facilitating the traffic needs of the community while providing safe pedestrian, bicycle and other multi-modal facilities. His expertise is in public and private civil engineering, site development planning, and agency processing with an emphasis on municipal site engineering, large development concept planning and engineering, development infrastructure and transportation/traffic facilities. Rob is accustomed to working in a strong team environment and coordinating his work with other team members and governing agencies as design concepts conform to the overall project vision. He has a passion for innovative solutions to our growing built environments.

Related Project Experience:

- SR-248 Pedestrian Access Improvements, Park City, UT
- Park City Bus Stop Site Analysis, Park City, UT



MICHAEL DEMKOWICZ, | SURVEY & ROW
UT PE #: 4857264 UT PLS #: 4857264

Qualifications: Owner of Alliance Engineering, Michael not only lives in, but also grew up in Park City, went to Park City High School, and raised his children in Park City. He has been surveying and

engineering in Park City since 1995, gaining knowledge of local utility and municipality agencies, such as PCMC, SBWRD, and dry utility companies. He has worked with and for all utility agencies affected by this project, and also has a good working relationship with the local municipality and governing agencies. He has done several successful surveying and engineering.

Related Project Experience:

- Park City Mountain Resort, Park City, UT
- Utah Olympic Park, Summit County, UT

SUPPORT STAFF

Name	Role
Trevor Price, PE	Site Engineer
Brett Brady, PE	Structural
Mark Clark, PE	Constructability
Nathan Jensen	Constructability

WORK PLAN

GENERAL APPROACH

Our general approach will follow the outline proposed by the City with some alternative methods based on our previous experience. Our work plan will address the following tasks:

PROJECT MANAGEMENT SERVICES

Alexis Verson as project manager, will be the point of contact for the City. Alexis intimately knows Park City's parallel projects and initiatives, key internal and external players and understands the driving forces behind this feasibility study. She will ensure a strategic and implementable deliverable for Park City. Alexis will ensure the team upholds Park City's strong desire for actionable planning. Alexis' goal is to take this study to 30% design for geometric layout of the structures with plan, elevation and section views, design criteria, preliminary quantities and cost estimates. The Horrocks team assembled for this effort thrives on collaboration and has been carefully selected based on past tunnel and crossing design for Park City, overall expertise in pedestrian structures, and the ability to deliver timely and polished work that will exceed expectations for Park City and UDOT. **Alexis commits to timely invoicing, regular coordination with the City and City-appointed contacts, and strong collaboration with her team.**

DATA COLLECTION

Upon notice to proceed, we will first engage our in-house subsurface utility engineering (SUE) group to identify and map the existing utilities. We have teamed with Alliance Engineering and Surveying, which will work in tandem with our SUE group to effectively map existing conditions, including land ownership, ROW, and existing utilities. We understand that ROW purchases can significantly affect the project budget and are likely to determine the feasibility and location of the proposed crossing. Additionally, we know from our experience on other projects along SR-248 that significant utility re-routes may be required to accommodate a below-grade pedestrian tunnel due to utility depths. These re-routes can add substantial costs to the project and require even more ROW or the establishment of easements through adjacent properties. Our SUE team has various methods of utility locating, including ground-penetrating radar for areas with moratoriums. Additionally, we have previously completed concept designs for a tunnel on SR-248 near SR-224 and coordinate with the major utilities in the area. We are confident that we can quickly and effectively identify existing utilities.

Following on-site investigations, our CAD/GIS group will compile a design base file including relevant information needed for concept development and design. This base file will become an asset for the City as the project moves forward.

CONCEPTUAL DESIGN SERVICES

Using a design charrette approach in the early stages of the study, we will gather input from all identified parties regarding project intent and existing materials that the City or other stakeholders may have already prepared. On past successful projects, our multi-disciplinary and team-oriented approach has accurately identified



key opportunities/constraints and set a framework to develop design alternatives.

We believe that feasibility study success hinges on objective approaches. In past studies, we have used methods such as least-cost path analysis for trail or roadway corridors and have found that opportunity and constraint matrices are effective for site selection. We recommend identifying 2-4 proposed locations for the crossing based on existing data and previous studies. Structure sizes and designs will be similar for most locations in the area, but the site layout, ROW needs, and utility impacts could vary greatly. By analyzing the opportunities and constraints for each selected location, we can give each a data-driven score and move forward with a recommended location.

The topographic survey and implementation of the existing LIDAR/GIS information provided by the city will help establish critical grades and elevations. This information will prove to be valuable as ADA design components need to be met. The overall impact and footprint of any design will be driven by the existing grades, clearance requirements, and site horizontal constraints.

Once a location has been selected, our structural designers can begin to analyze structure types and sizes. We know through coordination with UDOT that they will likely want to see a structure type selection report and draft situation and layout drawings for any alternatives the City is considering. We are proficient with the preparation of these documents.

Conceptual Design Deliverables:

- Plan, Elevation, and Section for each structure type
- Site Plan with limits of disturbance for all elements
- Basic utility plan (no profiles)
- Conceptual Aesthetics Plan
- Conceptual ROW plan with potential easements and ROW acquisitions

FINAL REPORT WITH RECOMMENDED ALTERNATIVE

We have prepared various reports ranging from brief concept reports for funding requests to extensive feasibility reports and master plans. By drawing resources from our in-house graphics, technical writing, and public involvement groups, we can produce complete and concise reports that are easy to navigate, simple to understand and engage readers. Our report will condense all the data, design, and findings completed throughout the project and make recommendations for the next steps. Our goal is to provide a tool that can be used with City Council to approve funding, identify needed ROW, and kick-start the final design.

STAKEHOLDER COORDINATION

Coordination with the City, Snyderville Basin Special Service District, local utility companies, the Park City Walking and Biking Liaison Committee (WALC), local elected officials, Summit County, adjacent local businesses, Park City Transit, and UDOT will be critical through the early phases of the project. Our experience as the design consultant on the pedestrian tunnel near the high school and our project manager's experience as a former Park City transportation planner has provided us with the relationships necessary to effectively coordinate with each stakeholder group at the appropriate time(s). Rather than spending time identifying stakeholders, we can immediately begin coordination and save the project time and money. Our project manager and public involvement team can expertly manage public and stakeholder expectations and guide input so that it is targeted, meaningful, and results in a positive experience for participants to inform on various project elements when applicable.

Site Specific Key Points:

- Coordination with Double Tree Hotel and other businesses
- Complete McLeod and Poison Creek trail connections
- Manage contractors to ensure Soils Ordinance is met without excessive change orders or bid manipulation

OPINION OF PROBABLE IMPROVEMENT COSTS

Our approach to providing the city with the most accurate opinion of probable cost is founded on three principles:

1. Value based design
2. Accurate take-offs from the design
3. Accurate unit costs based on years of similar project experience

We can draw on our collection of past project estimates, bid tabs, and final construction costs to accurately estimate this project's costs. We are also adept at identifying strategies contractors use to maximize their fee and can help the city identify strategies to reduce this and make sure they get the most from their budget.

PRELIMINARY PROJECT SCHEDULE

Our design and construction engineering team's breadth of experience will allow us to generate accurate cost estimates based on bid comparison and actual costs of several completed projects similar to this one. We can also provide a matrix of costs per crossing length and backup appendix of actual costs for projects similar in nature. Our goal is to provide Park City with real, accurate data using current market costs against 30% design level drawings for each options – ultimately giving Park City costs and design constraints for each area of the project including; construction costs, ROW costs, traffic control, and soft costs.



This project is in the Soils Ordinance area – which will prove to be a major cost component of the project. Our experience with various contractors working in the Soils Ordinance area has given us the knowledge to PROTECT the city from excessive change orders and bid “manipulation” which can severely impact the overall project budget.

QUALITY CONTROL

Horrocks uses a comprehensive Quality Control Program in all our work to make sure quality is maintained by thorough checking of the design and construction plans, including verifying corrections. We document our process according to set procedures developed for transparency to facilitate an efficient audit. This process will identify any quality flags and initiate, recommend, provide, and verify the implementation of the solutions.

In addition to QC procedures specific to the project disciplines, the Quality Management Plan (QMP) outlines the QA needed reviews. The

QC review is independent of the design staff to perform a thorough review to verify that the project standards are met. We also perform interdisciplinary and constructability reviews to ensure consistency and continuity.

PROCESS, IDENTIFICATION, AND RESOLUTION OF CRITICAL ISSUES

The key to resolving critical issues on any project is founded on identifying the issue with accurate data. Whether it be survey, utility locating, design criteria, or stakeholder feedback, we feel that we have the most capable team assembled to identify the issue. From there, the resolution of each issue comes down to design expertise and relations with stakeholders.

Our core team members have worked with Park City for years and are familiar with the other stakeholders from special service districts and franchise utility companies. In addition, we have a fully staffed public involvement team that can be involved as needed.

Our team has identified the following risks specific to this project with associated mitigation strategies:

RISK	MITIGATION
1. Existing Utility Impacts	Our team will use ground-penetrating radar, traditional survey, existing maps, and our local knowledge of the area from past projects to accurately locate utilities and prepare concept designs to re-route and adjust to accommodate the preferred pedestrian crossing design.
2. Rising Const. Costs	We regularly track bid prices from our municipal and DOT projects. This allows us to compare bids and estimates from relevant projects from our offices all across the western U.S. In addition, we use our industry contacts to understand current industry trends. This allows us to prepare estimates that are accurate based on current conditions. We are also accustomed to preparing estimates that incorporate annual inflation and cost increases to project funds needed multiple years in advance.

RISK	MITIGATION
3. Adjacent Business Access Conflicts onto SR-248	Horrocks' UDOT design and ROW requirements experience makes us an excellent candidate to assess all aspects of the proposed crossing including improving existing vehicular access points adjacent to the tunnel. We understand UDOT's access requirements as well as design standards for accesses and can effectively prepare designs that will meet UDOT's criteria and fulfill the city's project goals.
4. Space, Visual, and Safety Impacts of Sky Bridge Option	It is not always easy to relate 2D plans or exhibits to the existing site conditions. Our team is well-versed in site planning and aesthetic design elements. We also have a dedicated in-house graphics group that will prepare 3D visual renderings of different alternatives to study the relationship of the structure with the street and surrounding features/backdrop. Easy-to-understand exhibits will help all stakeholders understand and visualize the impacts of different design options.

REFERENCES

- **SR-248 Pedestrian Tunnel:** Julia Collins, Park City Senior Transportation Planner, 435-649-5309
- **I-15 400 South Underpass and Bluff Street Pedestrian Tunnel:** Cameron Cutler, St. George Public Works Director, 435-627-4052
- **Alpine Highway to North County Boulevard Pedestrian Underpass:** Brett Schvaneveldt, UDOT Project Manager, 801-227-8012



HORROCKS

ENGINEERS

APPENDIX A

BILLING RATES

**BILLING RATES**

ENGINEERS	HOURLY BILLED RATES
Sr. Principal Engineer IV	\$283.00
Sr. Principal Engineer III	\$263.00
Sr. Principal Engineer II	\$247.00
Sr. Principal Engineer	\$236.00
Principal Engineer V	\$235.00
Principal Engineer IV	\$219.00
Principal Engineer III	\$201.00
Principal Engineer II	\$183.00
Principal Engineer	\$159.00
Sr. Associate Engineer V, P.E.	\$265.00
Sr. Associate Engineer IV, P.E.	\$248.00
Sr. Associate Engineer III, P.E.	\$246.00
Sr. Associate Engineer II, P.E.	\$233.00
Sr. Associate Engineer, P.E.	\$214.00
Associate Engineer V, P.E.	\$198.00
Associate Engineer IV, P.E.	\$184.00
Associate Engineer III, P.E.	\$168.00
Associate Engineer II, P.E.	\$153.00
Associate Engineer, P.E.	\$126.00
Sr. Engineer VIII, P.E.	\$274.00
Sr. Engineer VII, P.E.	\$267.00
Sr. Engineer VI, P.E.	\$251.00
Sr. Engineer V, P.E.	\$240.00
Sr. Engineer IV, P.E.	\$236.00
Sr. Engineer III, P.E.	\$221.00
Sr. Engineer II, P.E.	\$207.00
Sr. Engineer, P.E.	\$192.00
Engineer V, P.E.	\$179.00
Engineer IV, P.E.	\$166.00

ENGINEERS	HOURLY BILLED RATES
Engineer III, P.E.	\$147.00
Engineer II, P.E.	\$130.00
Engineer, P.E.	\$114.00
Engineering Intern IV	\$138.00
Engineering Intern III	\$123.00
Engineering Intern II	\$106.00
Engineering Intern	\$94.00
Other Professionals	
Sr. Principal Planner	\$242.00
Sr. Associate Planner	\$202.00
Sr. Planner VI	\$249.00
Sr. Planner V	\$227.00
Sr. Planner IV	\$216.00
Sr. Planner III	\$205.00
Sr. Planner II	\$181.00
Sr. Planner	\$164.00
Planner V	\$155.00
Planner IV	\$137.00
Planner III	\$119.00
Planner II	\$100.00
Planner	\$82.00
Sr. Environmental Specialist VII	\$270.00
Sr. Environmental Specialist VI	\$244.00
Sr. Environmental Specialist V	\$227.00
Sr. Environmental Specialist IV	\$214.00
Sr. Environmental Specialist III	\$198.00
Sr. Environmental Specialist II	\$181.00
Sr. Environmental Specialist	\$164.00



HORROCKS

ENGINEERS

APPENDIX B

RESUMES

**ALEXIS VERSON, AICP*****Project Manager***

Alexis is a Senior Planner and Project Manager with more than nine years in transportation planning in both public and private sectors. She has diverse experience in active transportation projects, long range and corridor planning, grant writing, and capital project development. Alexis' background in managing multi-jurisdictional complex projects with local and regional partners, UDOT, UTA and MPO's, ensures she understands budgets, timelines, deliverables, and the value in strong collaboration. Alexis also has an extensive background in strategic communications and writing and excels in working with stakeholders and the public on consensus building and visioning.

EDUCATION

MA in Strategic
Communications,
Westminster College

BS in Urban Planning,
University of Utah

**LICENSE/
CERTIFICATION**

Certified Planner, AICP
No. 33461

**PROFESSIONAL
AFFILIATIONS**

American Planning
Association

Women in Transportation
Seminar, Utah Chapter
Vice-President

RELATED PROJECT EXPERIENCE:

- Park City Grant Writing Support, Park City, UT
- Park City Project Management Support, Park City, UT
- Pathways and Trails Network and Wayfinding, Park City, UT*
- Quinn's Junction Park and Ride Feasibility Study and Design, Park City, UT*
- Transportation Demand Management Plan, Park City, UT*
- Peak Day Transit and Transportation Planning, Park City, UT*
- First & Last Mile Transit Connections and Circulation, Park City, UT*
- Highland Drive Feasibility Study, Holladay City, UT
- I-15 Davis County; 600 N to Farmington, Davis County, UT
- Brian Head Commercial Core Study, Town of Brian Head, UT
- South Utah County Transit Study, Utah County, UT
- UDOT Active Transportation Plan, Statewide, UT
- MAG Highway Grid Study, Utah County, UT
- UDOT Long Range Transportation Plan 2023-2050, Statewide, UT
- Eagle Mountain Transportation Master Plan, Eagle Mountain, UT
- Midvale Active Transportation Plan, Midvale City, UT
- Grantsville Main Street TMP and ATP, Grantsville, UT
- Bicycle and Pedestrian Master Plan, Salt Lake City, UT*
- North Temple Complete Streets Analysis, Salt Lake City, UT*
- Bike Share Expansion and Grant Writing, Salt Lake City, UT*

**Project experience prior to joining Horrocks*



TONY CURTIS, PE

Structural

Tony is a licensed Professional Engineer with more than nine years of structural design experience. His expertise includes bridges, pedestrian structures, and buildings using a variety of materials including reinforced concrete, steel, masonry, and timber. Tony is familiar with AASHTO LRFD, UDOT SDDM, IBC, NDS, AISC, and ACI. His structural experience includes prestressed concrete and steel girders, pedestrian structures, finite element modeling, foundation design, and seismic design for vertical structures. Tony is familiar with design-build, design-bid-build, and CM/ GC delivery methods.

EDUCATION

BS in Civil Engineering,
University of Utah

LICENSE/ CERTIFICATION

Utah PE No. 6116061

PROFESSIONAL AFFILIATIONS

American Society of Civil
Engineers (ASCE)

U of U EAA Board of
Directors (President)

RELATED PROJECT EXPERIENCE:

- SR-248 Pedestrian Tunnel and Access Improvements, Park City, UT
- Powder Mountain Bridges, Eden, UT
- Alpine Hwy to No. County Blvd Connector (Pedestrian Tunnel), Cedar Hills, UT
- White River Bridge Replacement, Uintah County, UT
- Bridge Design – Riter Canal at Caroline, West Valley City, UT
- 7200 W 3900 S Bridge, Salt Lake County, UT
- I-15; 400 South Pedestrian Tunnel, St. George, UT
- US-40; MP 130.6-136 (Box Culvert Design), Vernal, UT
- Bureau of Indian Affairs (BIA) Bridge Inspections, AZ
- I-84 Broadway Avenue Interchange and Gowen Railroad Bridge EB and WB, Boise, ID
- FRA Railroad Crossing Inventory FY21, Multiple Counties, UT
- Overhead Sign Structure Support: Phase II, Statewide, UT
- I-15 Davis County; 600 N to Farmington, Davis County, UT
- Porter Rockwell (Bridge), Bluffdale, UT
- I-80 and I-215 Renewed, Salt Lake City, UT
- I-15 NB; Bangerter Highway to I-215, Salt Lake County, UT
- I-15; Shepard Lane Interchange, Farmington, UT
- US-89 Design-Build (Phase II), Farmington, UT
- US-89; Farmington to I-84 (Phase I), Farmington, UT
- I-15; SB 12300 S to SR-201, Salt Lake County, UT
- West Davis Highway, Davis County, UT



EDUCATION

BLA in Landscape
Architecture, Utah State
University

LICENSE/ CERTIFICATION

Utah PLA No. 10448786
Arizona PLA No. 74048
Colorado PLA No.
LA0001465
Idaho PLA No. LA-16887
Washington PLA No.
20122794

ZACH SCOTT, PLA

Site Layout/Trail Planning

Zach has 12 years of experience in trail and site planning. He has been instrumental on a wide variety of projects including access management plans, trail master plans, regional park master conceptual designs and construction documents, Trail Feasibility Studies, UDOT Aesthetics plans, and local government park and recreation improvement plans. Zach is a Summit County native and has worked on a number of projects along the Wasatch back, giving him intimate knowledge of the unique challenges associated with the area. He has a diverse set of skills including project programming, conceptual design, illustrative graphics, 3D modeling, construction documentation, and specification writing/detailing. His broad experience and unique skillset make him an excellent asset for a multitude of projects.

RELATED PROJECT EXPERIENCE:

- Park City Bus Stop Site Analysis, Park City, UT
- Park City Trails Small Projects, Park City, UT
- SR-248 Pedestrian Access Improvements, Park City, UT
- Park City Munchkin Road Improvements, Park City, UT
- Weber River Parkway Trail Feasibility Study, South Weber, UT
- Provo Canyon Parkway Trail Gap, Provo, UT
- Kay's Creek Trail Connections Environmental Study, Layton, UT
- Bangerter Highway Pedestrian Overpass Aesthetics, West Jordan, UT
- Wasatch County Trails Master Plan, Wasatch County, UT*
- Provo River Parkway Trail Feasibility Study, Wasatch County, UT*
- Heber Valley Railroad Trail Feasibility Study, Heber, UT*
- Stoneridge and Old Ranch Road Trailheads, Park City, UT*
- Salt Creek Trail Feasibility Study, Nephi, UT*
- Utah Lakeshore Trail Feasibility Study, Orem, UT*
- Lakeshore Trail Segment Design, Saratoga Springs, UT*
- Sandy Canal Trail Design Segments, Sandy and Draper, UT*

**Project experience prior to joining Horrocks*



EDUCATION

BS in Civil Engineering,
Brigham Young University

LICENSE/ CERTIFICATION

Utah PE No. 354286

Arizona PE No. 48730

Idaho PE No. 13073

Oregon PE No. 71237

ROB SUNDERLAGE, PE

Independent Consultant

Rob has 22 years of experience working with municipal agencies, developers, and architects to complete a broad range of infrastructure and site development projects as well as transportation-related studies and implementation of multi-modal improvement designs. Rob has worked closely with cities and developers to implement active transportation improvements, facilitating the traffic needs of the community while providing safe pedestrian, bicycle and other multi-modal facilities. His expertise is in public and private civil engineering, site development planning, and agency processing with an emphasis on municipal site engineering, large development concept planning and engineering, development infrastructure and transportation/traffic facilities. Rob is accustomed to working in a strong team environment and coordinating his work with other team members and governing agencies as design concepts conform to the overall project vision. He has a passion for innovative solutions to our growing built environments.

RELATED PROJECT EXPERIENCE:

- Park City Bus Stop Site Analysis, Park City, UT
- Park City Munchkin Road Improvements, Park City, UT
- SR-248 Pedestrian Access Improvements, Park City, UT
- Park City Trails Small Projects, Park City, UT
- Transportation Project Management Support, Park City, UT
- Hillside Ave Traffic Impact Mitigation, Park City, UT
- Park City Transportation, Park City, UT
 - Bonanza Park and Lower Park Avenue Transportation Plan
 - Bonanza Park Redevelopment/Lower Park Avenue Transportation and Parking Study
- Park City DVD Pathway, Park City, UT
- Park City School District Master Plan, Park City, UT
- SR-248 High School Tunnel, Park City, UT
- SR-224 Phase II East Side Pathway and Underpass, Park City, UT
- Park City Parking Siting and Transportation Study, Park City, UT
- Comstock Tunnel Drain Line Study, Park City, UT
- Park Avenue Pathway, Park City, UT
- Park City Waterline, Segment A, Park City, UT
- Homestake Lane Dog Re-Alignment Study, Park City, UT
- Dans to Jans Walkability Phase II, Park City, UT
- SR-224 Corridor Study, Park City, UT
- Park City Water Lines, Park City, UT
- Comstock Sidewinder Sidewalk, Park City, UT
- SR-248 Pedestrian Tunnel, Park City, UT



EDUCATION

PhD in Mechanical Engineering,
Massachusetts Institute of Technology

SM in Mechanical Engineering,
Massachusetts Institute of Technology

BS in Aerospace Engineering, University of Texas at Austin

BS in Physics in University of Texas at Austin

BA in Plan II Liberal Arts Honors Program, University of Texas at Austin

LICENSE/ CERTIFICATION

Utah PE No. 4857264

Utah PLS No. 4857264

MICHAEL DEMKOWICZ, PE, PLS

Survey and ROW

Owner of Alliance Engineering, Michael not only lives in, but also grew up in Park City, went to Park City High School, and raised his children in Park City. He has been surveying and engineering in Park City since 1995, gaining knowledge of local utility and municipality agencies, such as PCMC, SBWRD, and dry utility companies. He has worked with and for all utility agencies affected by this project, and also has a good working relationship with the local municipality and governing agencies. He has done several successful surveying and engineering.

RELATED PROJECT EXPERIENCE:

- Park City Mountain Resort, Park City, UT
- Utah Olympic Park, Summit County, UT
- Buckboard Reconstruction, Summit County, UT
- Parkview Reconstruction, Summit County, UT
- Holiday Ranch Loop Pathway and Irrigation Pipeline, Park City, UT
- Main Street Sidewalk Improvements & Crescent Tramway Sidewalk, Park City, UT
- Woodside/Norfolk Reconstruction, Park City, UT



EDUCATION

MS in Civil Engineering,
Utah State University

BS in Civil Engineering,
Utah State University

LICENSE/ CERTIFICATION

Utah PE No. 9803098

TREVOR PRICE, PE

Site Engineer

Trevor designs and manages infrastructure projects for state and federal institutions as well as municipal and industrial clients and residential land developers. His experience includes roadway design, parking lot redesign, site grading design, storm drain modeling and design, retention and detention basins design, hydraulic and hydrologic modeling, and development of open channel flow systems and closed conduit systems. Trevor has served as engineer on civil site development projects involving full site grading, sidewalk, curb and gutter, stairs, ADA parking, pavement evaluation, full-depth asphalt rehabilitation, asphalt recycling, crack seal and asphalt overlay, utilities, and permitting. He has routinely communicated with community leaders and governing authorities through each of his projects, and has worked with the public when fulfilling city engineer roles for the cities of Holladay and Taylorsville, Utah.

RELATED PROJECT EXPERIENCE:

- U-Haul of Nampa, Expansion, Nampa, ID
- Mountain Home Civil Engineering, Mountain Home, ID
- B & T Hyatt, Fayetteville, AR
- Pony Express Estates, Eagle Mountain, UT
- Copper Rim Development, West Jordan, UT
- DFCM USCF Onsite Civil, Salt Lake City, UT
- Towns on Gentile, Layton, UT
- Brook Haven Office Building Site Plan, Midvale, UT
- Ogden 12th Street, Ogden, UT
- Kaysville-Farmington 30% Road Design, Davis County, UT
- Candlewood Suites Hotel, Layton, UT
- Millcreek City Center Open Space, Millcreek, UT
- DFCM DNR Sand Hollow, Quail, and Gunlock, Washington County, UT



EDUCATION

BS in Civil Engineering,
Brigham Young University

LICENSE/ CERTIFICATION

UT PE No. 8642881
NV PE No. 026568

PROFESSIONAL AFFILIATIONS

American Concrete
Institute (ACI)

BRETT BRADY, PE

Structural

Brett has more than 14 years of experience as a project manager and lead structural engineer in structural analysis, structural plans, and structural details of various bridge types. His experience in bridge design includes abutments, retaining walls, bridge load rating, construction inspection services, and forensic investigation, analysis, and reports. Brett works closely with project owners and all design disciplines to ensure consistency and to find unique solutions for special project needs. Brett is licensed in Utah as a Professional Engineer, and has experience with and his designs conform to all UDOT and federal design standards including the UDOT SDDM, BMM, AASHTO, and FHWA specifications and guidelines.

RELATED PROJECT EXPERIENCE:

- Agua Hedionda Lagoon Utility Bridge Prefabricated Truss Bridge, Carlsbad, CA
- SR-28 Precast Prestressed Concrete, Reno, NV
- Civita Qualcomm Way Widening Wing Walls and Retaining Walls, San Diego, CA
- Project Neon Three Bridge Structures, Las Vegas, NV
- Rainey Creek Pedestrian Bridge and Utility Crossing Prefabricated Truss Bridge, Swan Valley, ID
- Porter Canal Utility Crossing Prefabricated Truss Bridge, Swan Valley, ID
- Mountain Green Bridge Evaluation, Mountain Green, UT
- Springs Preserve Trail Lookout Structure and Pedestrian Bridge, Las Vegas, NV
- Centennial Heights Storm Drain, Custom Manholes, Las Vegas, NV
- DFCM Utah State Correctional Facility (USCF) Offsite Civil, Salt Lake City, UT
- DFCM USCF Onsite Civil, Salt Lake City, UT
- I-15 NB; Bangerter Highway to I-215, Salt Lake County, UT
- Bangerter Highway 6200 South Program Management, Salt Lake County, UT
- Garnet Interchange Design-Build, Clark County, NV



EDUCATION

MEM in Management/
Civil Engineering,
Brigham Young University

BS in Civil Engineering,
Brigham Young University

LICENSE/ CERTIFICATION

Utah PE No. 182604

Idaho PE No. 11468

UDOT CEMT

PROFESSIONAL AFFILIATIONS

American Society of Civil
Engineers (ASCE)

MARK CLARK, PE

Constructability

Mark has more than 35 years of engineering and construction management experience focusing on municipal and DOT projects. His areas of expertise include construction management and inspection/testing and oversight of roadways, bridges, signals, ATMS, sewer, pipelines and utilities. Mark has served as the Project Manager or Resident Engineer in the successful completion of more than 120 projects. As Resident Engineer his duties have included contract administration and oversight of project inspections traffic control, materials testing, ADA along with utility and agency coordination and environmental compliance. He recently served as the Resident Engineer over the PC SR248 Ped Access Improvements.

RELATED PROJECT EXPERIENCE:

- SR-248 Pedestrian Access Improvements, Park City, UT
- Park City Hawk Signal Study, Park City, UT
- SR-224 Phase II East Side Pathway and Underpass, Park City, UT
- Park City Water Line Segment A, Park City, UT
- I-15; SR-232 to I-84 CEM, Layton, UT
- I-15 at Hill Field Road Bridge Replacement CEM (ABC), Layton UT
- NB I-15 Bridge Ride Fix CEM, American Fork, UT
- I-15 SB; 12300 South to SR-201, Salt Lake County, UT
- 200 East, Phase II and Phase III CEM, Price City, UT
- SR-92, American Fork Canyon and SR-144 CEM, Alpine, UT
- I-70 and I-84 UDOT Fiber Optic Installation CEM, Statewide, UT
- I-15 Santaquin to Fillmore CEM, Juab, UT
- Lehi Sandpit Pressure Irrigation Reservoir, Lehi, UT
- Dry Creek Dam Reconstruction and Lehi Park, American Fork, UT
- Lehi Main and State Street Intersection Area CEM, Lehi, UT
- Layton I-15 Crossing Bridge CEM, Layton, UT
- Bridge Design – Ritter Canal at Caroline, West Valley City, UT



NATHAN JENSEN

Constructability

Nathan is an Inspector with the Horrocks Construction Management group. He has more than 29 years of experience in the construction industry, including 25 years working as an E-100 general contractor in Utah and other western states. His work experience includes specializing in bridge and highway, water, and wastewater, and oil and gas industries. Nathan is experienced with UDOT and APWA requirements and testing requirements and recently served as Lead Inspector on the SR-248 Ped Crossing. He is proficient in AWWA, NSF, AWS, lead abatement, hazardous materials, NACE protective coatings, steel structures and concrete, confined space, and IBC structural codes.

EDUCATION

High School Diploma

LICENSE/ CERTIFICATION

Inspectors Qualification
Program (IQP) Level 1

IQP Crash Cushion

WAQTC: Concrete (CTT)
ACI Level 1

Sampling Reduction and
Density (SRDIT)

OSHA 40

UDOT ADA Certification

Licensed E-100

Engineering Contractor

NACE Protective Coatings
Inspector

RELATED PROJECT EXPERIENCE:

- SR-248 Pedestrian Access Improvements, Park City, UT
- Bangerter Highway at 6200 South (Bangerter Three), Salt Lake County, UT
- I-15 NB; Bangerter Highway to I-215, Salt Lake County, UT
- SR-92; American Fork Canyon and SR-144 CM, Alpine, UT
- SR-179, Midvalley Highway MP 0.0 to MP 4, Grantsville, UT
- US-89; Farmington to I-84 (Phase I), Farmington, UT
- West Davis Highway, Davis County, UT
- Bangerter Four Interchanges, Salt Lake County, UT

12/08/2021

Park City Municipal Corporation – Snow Creek/SR-248 Crossing Feasibility Study

Horrocks Engineers appreciates the opportunity to provide the following scope and for a feasibility study analyzing potential pedestrian crossings at Snow Creek Drive and SR-248. Our proposed schedule, scope, tasks, and assumptions are summarized below.

PROJECT SCHEDULE:

Task	Completion Date
Topo Survey	December 2021
Utility Locating	December 2021
Programming	January 2022
Concept Design	February 2022
Cost Estimating	March 2022
Final Report	April 2022

PROJECT TASKS:

- Task 1: Project Management, Meetings and Coordination
- Task 2: Utility Locating
- Task 3: Aerial and Topographical Survey
- Task 4: Programming and Analysis
- Task 5: Conceptual Site Design
- Task 6: Conceptual Structural Design
- Task 7: Cost Estimating
- Task 8: Preparation of Final Feasibility Report

Task 1 – Project Management, Meetings, and Coordination

Horrocks staff will provide project management for the Snow Creek Crossing Feasibility Study including meetings, email coordination, project dashboard setup and maintenance, and project dashboard uploads, meeting agendas, accounting tasks, coordination with participating agencies, and internal team coordination.

Anticipated meeting schedule:

- A. Scoping Meeting**
 - a. Assume 1 meeting, 4 consultant participants
- B. Project Kick-Off Meeting and Site Visit** (After NTP is given)
 - a. Assume 1 (3 hour) meeting, 3-4 consultant participants
- C. In Person Progress Meetings**
 - a. Assume up to 4 meetings, 3-4 consultant participants
- D. Virtual Progress Meetings**
 - a. Assume up to 8 meetings, 4 consultant participants
- E. Internal Horrocks Coordination Meetings**

- a. Assume up to 16 meetings
- F. Stakeholder Meetings**
 - a. Assume 6 Meetings, 2-3 consultant participants
 - b. Assume material development and preparation time for meetings
 - c. Assume travel time to and from stakeholder meetings
 - d. Recommend meetings with:
 - i. Franchise Utility Companies
 - ii. Local Stakeholder Meetings – up to 2 meetings
 - 1. Assume 1 meeting with WALC
 - 2. Assume 1 meeting with other stakeholder group identified by City staff
 - iii. PCMC Departments Meeting to coordinate internal issues including but not limited to public works, streets, utilities, transit, parks, etc.
 - iv. UDOT Region 2 planning and permitting representatives

Task 1 Assumptions:

- 1. Horrocks to setup and maintain the Project Dashboard using SharePoint Online

Task 1 Deliverables:

- 1. Project dashboard
- 2. Meeting collateral including exhibits, presentations, and agendas
- 3. Meeting minutes
- 4. Project invoices

Task 2 – Utility Locating & Data Collection

Horrocks Engineers will perform subsurface utility engineering and locating services for the proposed project area to accurately map existing utilities in the area, as well as utilize any existing utility mapping resources from the SR-248 Environmental Assessment or other studies. Horrocks will also collect pedestrian and active transportation user data three times during the study timeframe, at three points along the corridor. Our scope for this task includes:

- A. Creation of a composite GIS map using data from PCMC, Snyderville Basin Special Service District, and maps readily available from Franchise Utility companies in the area
- B. Review of the composite map and identification of key areas for focus during on site locating
- C. Travel to and from site for field work
- D. Field investigations as required to accurately map utilities for the area. May include:
 - a. Ground penetrating radar
 - b. Hand survey
 - c. Coordination with local blue stakes
 - d. Investigation of manholes to confirm inverts
 - e. Potholing of major utilities to confirm locations
 - f. Placement of ground markers for capture during aerial and topo survey
- E. Creation of an existing utilities base file for use in conceptual design
- F. Camera pedestrian counts for up to six periods:
 - a. Two weekdays and one weekend between Dec 25, 2021, and Jan 1, 2021
 - b. Two weekdays and one weekend during the 2022 Sundance Film Festival
- G. Camera count locations include:
 - a. SR-224 and SR-248 intersection
 - b. SR-224 and SR-248 intersection
 - c. SR-2248 at Snow Creek Drive

d. SR-2248 at Homestake Road

Task 2 Assumptions:

1. No camera investigation of underground utilities included
2. Only utilities in the proposed study area will be investigated.
3. Utilities outside the established project area that are deemed essential will be investigated on a time and materials basis at the city's direction

Task 2 Deliverables:

1. DWG and PDF files of existing utilities
2. Excel file of data points collected during survey
3. Photo log of utility investigation

Task 3 – Aerial and Topographical Survey and ROW Mapping

Alliance Engineering and Survey in conjunction with Horrocks Engineers will perform survey services for the SR-248 and Snow Creek Project Area. The scope for this task includes:

- A. Travel to and from site
- B. Establish reference markers and perform ground survey of existing utilities identified during task 2
- C. Perform Drone Survey capturing imagery and surface data using lidar technology
- D. Perform data post flight processing, create ex-topo drawing for use in design and upload data to propeller platform for use in design
- E. Identify all essential right-of-way for the project study area including:
 - a. Roadway Rights-of-way
 - b. Property Lines
 - c. Land Ownership
 - d. Easements for utilities or other Features

Task 3 Assumptions:

1. Assumes only above ground utilities will be mapped for Task 3.B and inverts for manholes (if accessible will also be mapped)

Task 3 Deliverables:

1. DWG and PDF files including ground points, contours, existing above ground utilities, right of way, easements, property lines, and aerial imagery.
2. Excel file containing data from survey field work.
3. Photo log of survey field work.

Task 4 – Programming and Analysis

During the programming and analysis phase of the project Horrocks will prepare an opportunities and constraints matrix for both crossing options (tunnel and bridge). We will work with the city to develop goals and objectives for the project and gather information regarding concerns for different design approaches. Our methods for this task include:

- A. Identify Design Criteria for the project including:
 - a. User types
 - b. Identify appropriate trail design criteria based on user type and accessibility standards
 - c. Conceptualize aesthetic treatments for both crossing options

- d. Assess different aesthetic approaches for structures to fit into the Park City atmosphere
- B. Identify environmental concerns such as snow removal or snow loads
- C. Assess overall trail connectivity and access from adjacent systems and points of interest

Task 4 Assumptions:

None.

Task 4 Deliverables:

- 1. Opportunities and constraints matrix (PDF Document)
- 2. Conceptual Aesthetics/Theming Package (PDF Document)
- 3. Written Design Program (PDF/Word Document)

Task 5 – Conceptual Site Design

Horrocks will prepare draft site designs for up to 10 site layouts (5 layouts for each structure type). Horrocks and City staff will refine conceptual designs down to 4 (2 concepts for each structure type), then after further stakeholder and elected official coordination, down to 2 preferred concepts. Once a final preferred layout is selected, final site layouts for each crossing type will be prepared to address trail connections, utility reroutes, driveway and access reconfigurations and identify ROW acquisition limits. The methods for this task consist of:

Anticipated sheets include:

- A. Site Plan
- B. Conceptual Grading Plan
- C. Utility plan (plan only, no profiles)
- D. ROW impacts

Task 5 Assumptions:

- 1. The 10 preliminary layouts will be conceptual in nature
- 2. 4 selected concepts will be further refined in site and design
- 3. Refine down to 2 alternatives

Task 5 Deliverables:

- 1. PDF and DWG files for each submittal sheet
- 2. 3D renderings of up to 4 concepts
- 3. Selection of 2 alternatives, one bridge and one tunnel concept

Task 6 – Conceptual Structure Design

Horrocks will prepare preliminary designs and drawings for the two requested structure types (overpass and tunnel). The drawings will be compiled following the Situation and Layout requirements for UDOT, which provides the information needed to estimate costs and construction scheduling. Drawings will be submitted to UDOT for preliminary comment and input to facilitate future approval and permitting. This task includes:

- A. Refinement of alternatives from 4 to 2 – one of each structure type (overpass and tunnel)
- B. Situation and layout drawings for the two structure types
 - a. Plan view, elevation, and cross section for each
- C. Coordination with UDOT to solicit comments and facilitate smooth permitting process in the future
- D. Prepare

Task 6 Assumptions:

1. Structure Drawings to be prepared using UDOT's Situation and Layout Checklists
2. Up to 3 plan sheets per structure for a total of up to 6 sheets

Task 6 Deliverables:

1. PDF and DWG files for each submittal

Task 7 – Cost Estimating

Horrocks will prepare cost estimates for the conceptual 30% site and structure design for use in the city's planning and budgeting purposes. This task includes:

- A. Review of past bid tabulations, cost estimates, and construction costs on similar or precedent projects
- B. Complete take-offs to gain accurate quantities from design
- C. Identify ROW needs and potential ROW costs
- D. Identify potential permits and associated costs
- E. Compile all costs into a composite estimate with contingencies, design costs, and inflation estimates

Task 7 Assumptions:

None.

Task 7 Deliverables:

1. Engineers Estimate (PDF and Excel)

Task 8 – Prepare Final Report

Horrocks will compile the findings, recommendations, concept designs, and information gathered throughout the project into a clear and concise feasibility report. The feasibility report will outline key steps moving forward to transition into construction drawings/final design. The feasibility report is anticipated to include:

- A. Executive Summary
- B. Meeting Minutes and Agendas from Project
- C. Existing Utility Narrative and Maps
- D. Existing ROW Narrative and Maps
- E. Programming Narrative
- F. Opportunities and Constraints Matrix
- G. Aesthetics Suggestions
- H. Conceptual Design Drawings (30% Structural, Site and Utility Plans)
- I. Engineers Estimate
- J. Summary of Stakeholder Engagement
- K. Final Recommendations
- L. PowerPoint and Staff Report collateral for City Use (City Council, Planning Commission, others)

Task 8 Assumptions:

None.

Task 8 Deliverables:

1. Final Report (PDF)
2. All Files and Data Transferred to PCMC

FEES

Please see **Exhibit A** for proposed phasing hours and fee schedule.

Sincerely,
Horrocks Engineers, Inc.

Accepted by,

Date:_____

Alexis Verson, AICP
Project Manager
Horrocks Engineers

Date:_____

Name:
Title:
Park City Municipal Corporation

EXHIBIT A

Snow Creek Crossing Feasibility Study

December 7, 2021

FEE PROPOSAL SUMMARY

TOTAL ESTIMATED HOURS AND LABOR COSTS			
LABOR DESCRIPTION	HOURS PER STAFF	PAY RATE \$/HR.	TOTAL PER STAFF
Alexis Verson, AICP, Project Manager	73	\$ 185.00	\$ 13,505.00
Rob Sunderlage, PE, Project Support	32	\$ 248.00	\$ 7,936.00
Zach Scott, PLA, Concept Design Lead	268	\$ 157.00	\$ 42,076.00
Tony Curtis, PE, Structures Lead	418	\$ 195.00	\$ 81,510.00
Brent Brady, PE, Structures Support	8	\$ 227.00	\$ 1,816.00
Mehrnaz Fereydouni, Active Transportation Planner	190	\$ 105.00	\$ 19,950.00
Lisa Blackwelder, Technical Editor	8	\$ 128.00	\$ 1,024.00
Jordan de Mik, Graphics & Visualization	44	\$ 85.00	\$ 3,740.00
Camron Sobotka, 3D Modeling	80	\$ 152.00	\$ 12,160.00
Lee Misdorn, CAD Lead	100	\$ 152.00	\$ 15,200.00
Rod Brocious, SUE Lead	70	\$ 285.00	\$ 19,950.00
Zach Starkey, GIS Lead	40	\$ 150.00	\$ 6,000.00
Scott Newin, Data Collection Lead	40	\$ 130.00	\$ 5,200.00
Chay Ryan, Account Servicing	6	\$ 90.00	\$ 540.00
SUBCONSULTANT ALLIANCE ENGINEERING	PER STAFF	PAY RATE \$/HR.	TOTAL PER STAFF
Michael Demcowicz, PE, Survey Lead	100	\$ 150.00	\$ 15,000.00
TOTAL HOURS		1,446	-
TOTAL LABOR COST		-	\$ 245,607.00

OTHER DIRECT COSTS (ODC)			
DESCRIPTION	UNIT	QUANTITY	TOTAL
Contingency	1	\$ 10,000.00	\$ 10,000.00
Solar panel and heat tracing consultants	1	\$ 10,000.00	\$ 10,000.00
Mileage at \$.66 per mile	1	\$ 2,500.00	\$ 2,500.00
ODC TOTAL		-	\$ 22,500.00
TOTAL COST		-	\$ 268,107.00

Exhibit A continued next page

EXHIBIT A CONTINUED

Snow Creek Crossing Feasibility Study

December 7, 2021

COST BY PHASE SUMMARY

TASK DESCRIPTION		HORROCKS COST
TASK 1 - PROJECT MANAGEMENT, MEETINGS, COORDINATION		
1	Project and budget management, meeting coordination and meeting attendance	\$28,462.00
2	Review of existing plans, studies, developments, and other initiatives in the area	\$3,288.00
3	Setup and maintain project dashboard using SharePoint online	\$7,800.00
SUBTOTAL:		\$39,550.00
TASK 2 - UTILITY LOCATING AND DATA COLLECTION		
1	Creation of a composite GIS map using existing utility data	\$3,000.00
2	Field investigations as required to map utilities	\$1,050.00
3	Create existing utilities base file for use in conceptual design	\$4,500.00
4	Set up of cameras and data collection, footage review and count compilation	\$5,385.00
5	Crash data collection and analysis from UDOT data	\$695.00
SUBTOTAL:		\$14,630.00
TASK 3 - AERIAL AND TOPOGRAPHICAL SURVEY AND ROW MAPPING		
1	Establish reference markers and perform ground survey of existing utilities identified in Task 2	\$20,400.00
2	Perform drone survey capturing imagery and surface data	\$2,250.00
3	Perform post flight data processing, creating ex-topo drawing for use in design, upload to propeller	\$2,250.00
4	Identify all essential right-of-way for the project study area	\$1,500.00
SUBTOTAL:		\$26,400.00
TASK 4 - PROGRAMMING AND ANALYSIS		
1	Develop feasibility study goals and objectives	\$2,492.00
2	Develop opportunities and constraints matrix for evaluating a tunnel or a bridge	\$2,750.00
3	Identify design criteria for the project, and conceptualize aesthetic treatments	\$3,514.00
4	Identify environmental concerns such as snow melt/removal, snow loads, soils	\$3,160.00
5	Assess overall trail connectivity and access to/from broader transportation network	\$3,038.00
SUBTOTAL:		\$14,954.00
TASK 5 - CONCEPTUAL SITE DESIGN		
1	Up to ten conceptual layouts, 5 for bridge and 5 for tunnel concepts	\$10,726.00
2	Four concepts refined to include planning-level cost estimates	\$23,128.00
3	3D renderings of up to 4 concepts	\$14,976.00
SUBTOTAL:		\$48,830.00
TASK 6 - CONCEPTUAL STRUCTURE DESIGN		
1	Refinement from 4 to 2 concepts	\$10,704.00
3	Situation and layout drawings for two structure types	\$48,664.00
SUBTOTAL:		\$59,368.00
TASK 7 - COST ESTIMATING		
1	Review of past bid tabulations, cost estimates, and construction costs for similar precedent projects	\$5,817.00
2	Complete take-offs for accurate quantities from design	\$8,152.00
3	Identify ROW needs and potential costs, and permitting needs and costs	\$2,512.00
4	Compile all costs into a composite estimate	\$4,376.00
SUBTOTAL:		\$20,857.00
TASK 7 - CONCEPTUAL STRUCTURE DESIGN		
1	Refinement from 4 to 2 concepts	\$10,704.00
2	Situation and layout drawings for two structure types	\$48,664.00
SUBTOTAL:		\$59,368.00
TASK 8 - PREPARE FINAL REPORT		
1	Compile findings, recommendations and concept designs into a feasibility report	\$18,930.00
2	Compile staff report draft, exhibits, and presentation for city use	\$2,088.00
SUBTOTAL:		\$21,018.00
OTHER - TRAVEL, MILEAGE, DIRECT COSTS, OTHER FEES		
1	Contingency	\$10,000.00
2	Solar panel and heat tracing consultants	\$10,000.00
3	Mileage at .66 per mile	\$2,500.00
SUBTOTAL:		\$22,500.00
TOTAL ESTIMATED COST:		\$268,107.00

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

This Design Professional Services Agreement (the "Agreement") is made and entered into as of this ____ day of _____, 20__, by and between **PARK CITY MUNICIPAL CORPORATION**, a Utah municipal corporation, ("City"), and **HORROCKS ENGINEER, INC., a Utah CORPORATION**, ("Design Professional"), collectively, the City and the Design Professional are referred to as (the "Parties").

WITNESSETH:

WHEREAS, the City desires to have certain services and tasks performed as set forth below requiring specialized skills and other supportive capabilities;

WHEREAS, sufficient City resources are not available to provide such services; and

WHEREAS, the Design Professional represents that the Design Professional is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services and/or tasks set forth in this Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, the Parties hereto agree as follows:

1. SCOPE OF SERVICES.

The Design Professional shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as Design Professional responsibilities throughout this Agreement and as set forth in the "Scope of Services" attached hereto as "**Exhibit A**" and incorporated herein (the "Project"). The total fee for the Project shall not exceed **TWO HUNDRED SIXTY EIGHT THOUSAND AND ONE HUNDRED SEVEN Dollars (\$268,107)**.

The City has designated John Robertson, City Engineer, or his designee as City's Representative, who shall have authority to act on the City's behalf with respect to this Agreement consistent with the budget contract policy.

2. TERM.

No work shall occur prior to the issuance of a Notice to Proceed which cannot occur until execution of this Agreement, which execution date shall be commencement of the term and the term shall terminate on June 1, 2022 or earlier, unless extended by mutual written agreement of the Parties.

3. COMPENSATION AND METHOD OF PAYMENT.

- A. Payments for services provided hereunder shall be made monthly following the performance of such services.
- B. No payment shall be made for any service rendered by the Design Professional except for services identified and set forth in this Agreement.
- C. For all “extra” work the City requires, the City shall pay the Design Professional for work performed under this Agreement according to the schedule attached hereto as “Exhibit B,” or if none is attached, as subsequently agreed to by both Parties in writing.
- D. The Design Professional shall submit to the City Manager or her designee on forms approved by the City Manager, an invoice for services rendered during the pay period. The City shall make payment to the Design Professional within thirty (30) days thereafter. Requests for more rapid payment will be considered if a discount is offered for early payment. Interest shall accrue at a rate of six percent (6%) per annum for services remaining unpaid for sixty (60) days or more.
- E. The Design Professional reserves the right to suspend or terminate work and this Agreement if any unpaid account exceeds sixty (60) days.
- F. Design Professional acknowledges that the continuation of this Agreement after the end of the City’s fiscal year is specifically subject to the City Council’s approval of the annual budget.

4. RECORDS AND INSPECTIONS.

- A. The Design Professional shall maintain books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement, including (but not limited to) that which is necessary to sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement, and shall maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement.
- B. The Design Professional shall retain all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement for six (6) years after expiration of the Agreement.
- C. The Design Professional shall, at such times and in such form as the City may require, make available for examination by the City, its authorized

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

representatives, the State Auditor, or other governmental officials authorized by law to monitor this Agreement all such books, records, documents, statements, reports, data, information, and other material with respect to matters covered, directly or indirectly, by this Agreement. The Design Professional shall permit the City or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The City may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of the Design Professional's activities, which relate directly or indirectly to this Agreement.

- D. The City is subject to the requirements of the Government Records Access and Management Act, Chapter 2, Title 63G, Utah Code 1953, as amended and Park City Municipal Code Title 5 ("GRAMA"). All materials submitted by Design Professional pursuant to this Agreement are subject to disclosure unless such materials are exempt from disclosure pursuant to GRAMA. The burden of claiming an exemption from disclosure rests solely with Design Professional. Any materials for which Design Professional claims a privilege from disclosure based on business confidentiality shall be submitted marked as "confidential - business confidentiality" and accompanied by a concise statement from Design Professional of reasons supporting its claim of business confidentiality. Generally, GRAMA only protects against the disclosure of trade secrets or commercial information that could reasonably be expected to result in unfair competitive injury. The City will make reasonable efforts to notify Design Professional of any requests made for disclosure of documents submitted under a claim of confidentiality. Design Professional specifically waives any claims against the City related to any disclosure of materials pursuant to GRAMA.

5. INDEPENDENT CONTRACTOR RELATIONSHIP.

- A. The Parties intend that an independent Design Professional/City relationship will be created by this Agreement. No agent, employee, or representative of the Design Professional shall be deemed to be an employee, agent, or representative of the City for any purpose, and the employees of the Design Professional are not entitled to any of the benefits the City provides for its employees. The Design Professional will be solely and entirely responsible for its acts and for the acts of its agents, employees, subcontractors or representatives during the performance of this Agreement.
- B. In the performance of the services herein contemplated the Design Professional is an independent contractor with the authority to control and direct the performance of the details of the work, however, the results of the work contemplated herein must meet the approval of the City and shall be

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

subject to the City's general rights of inspection and review to secure the satisfactory completion thereof.

6. DESIGN PROFESSIONAL EMPLOYEE/AGENTS.

The City may at its sole discretion require the Design Professional to remove an employee(s), agent(s), or representative(s) from employment on this Project. The Design Professional may, however, employ that (those) individuals(s) on other non-City related projects.

7. HOLD HARMLESS INDEMNIFICATION AND ATTORNEY FEES.

- A. The Design Professional shall indemnify and hold the City and its agents, employees, and officers, harmless from any and all liability for damages, including claims, demands, suits, at law or equity, actions, penalties, losses, damages, or costs, of whatsoever kind or nature, brought against the City arising out of, in connection with, or incident to (1) the Design Professional's breach of contract, negligence, recklessness, or intentional misconduct; or (2) the Design Professional's subconsultant's or subcontractor's negligence.
- B. The Design Professional shall also reimburse the City, including its agents, employees, and officers, and any other person for attorney fees or other costs incurred by the person in defending against a claim alleging liability for damages to the extent the attorney fees or costs were incurred due to (1) the Design Professional's breach of contract, negligence, recklessness, or intentional misconduct; or (2) the Design Professional's subconsultant's or subcontractor's negligence.
- C. If such claims are caused by or result from the concurrent negligence of the City, its agents, employees, and officers, this indemnity provision shall be valid and enforceable to the extent of the Design Professional's breach of contract, negligence, recklessness, or intentional misconduct; or the Design Professional's subconsultant's or subcontractor's negligence.
- D. The Design Professional expressly agrees that the indemnification provided herein constitutes the Design Professional's limited waiver of immunity as an employer under Utah Code Section 34A-2-105; provided, however, this waiver shall apply only to the extent an employee of Design Professional claims or recovers compensation from the City for a loss or injury that Design Professional would be obligated to indemnify the City for under this Agreement. This limited waiver has been mutually negotiated by the Parties, and is expressly made effective only for the purposes of this Agreement.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- E. Further, nothing herein shall require the Design Professional to hold harmless, defend, or reimburse the City, its agents, employees and/or officers from any claims arising from the sole negligence of the City, its agents, employees, and/or officers.
- F. The Design Professional is required to maintain and to provide a standard of care consistent with other design professionals with the same or similar professional license, who normally provide projects, work, and/or services as is established in this Agreement in Park City, Utah. Accordingly, if the nature of the project, work, and/or services established in this Agreement requires specialized design expertise, the Design Professional is required to provide services consistent with the specialized design expertise established in this Agreement.
- G. No liability shall attach to the City by reason of entering into this Agreement except as expressly provided herein.
- H. The provisions of this section shall survive the expiration or termination of this Agreement.

8. INSURANCE.

The Design Professional shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Design Professional, their agents, representatives, employees, or subcontractors. The Design Professional shall provide a Certificate of Insurance evidencing:

- A. General Liability insurance written on an occurrence basis with limits no less than One Million Dollars (\$1,000,000) per occurrence and Three Million Dollars (\$3,000,000) aggregate for personal injury, bodily injury and property damage.

The Design Professional shall increase the limits of such insurance to at least the amount of the Limitation of Judgments described in Section 63G-7-604 of the Governmental Immunity Act of Utah, as calculated by the state risk manager every two years and stated in Utah Admin. Code R37-4-3.

- B. Automobile Liability insurance with a combined single limit of not less than Two Million Dollars (\$2,000,000) each accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of owned, hired, and non-owned motor vehicles. This policy must not contain any exclusion or limitation with respect to loading or unloading of a covered vehicle.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- C. Professional Liability (Errors and Omissions) insurance (if applicable) with annual limits no less than One Million Dollars (\$1,000,000) per occurrence. Design Professional agrees to continue to procure and maintain professional liability insurance coverage meeting these requirements for the applicable period of statutory limitation of claims (or statute of repose, if applicable) after the project completion or termination of this Agreement.

If written on a claims-made basis, the Design Professional warrants that the retroactive date applicable to coverage precedes the effective date of this agreement; and that continuous coverage will be maintained for an extended reporting period endorsement (tail coverage) will be purchased for a period of at least three (3) years beginning from the time that work under this agreement is complete.

- D. Workers Compensation insurance and Employers Liability coverage with Workers Compensation limits complying with statutory requirements, and Employer's Liability Insurance limits of at least One Million Dollars (\$1,000,000) each accident, One Million Dollars (\$1,000,000) for bodily injury by accident, and One Million Dollars (\$1,000,000) each employee for injury by disease.

The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of Park City Municipal Corporation for all work performed by the Design Professional, its employees, agents and subcontractors.

- E. Park City Municipal Corporation, its officers, officials, employees, and volunteers are to be covered as additional insureds on general liability and auto liability insurance policies, with respect to work performed by or on behalf of the Design Professional including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired, or borrowed by or on behalf of the Design Professional and a copy of the endorsement naming the City as an additional insured shall be attached to the Certificate of Insurance. Should any of the above described policies be cancelled before the expiration date thereof, Design Professional shall deliver notice to the City within thirty (30) days of cancellation. The City reserves the right to request certified copies of any required policies.

- F. The Design Professional's insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

made or suit is brought, except with respect to the limits of the insurer's liability.

- G. For any claims related to this Design Professional Services Agreement, the Design Professional's insurance coverage shall be primary insurance coverage with respect to Park City Municipal Corporation, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by Park City Municipal Corporation, its officers, officials, employees, or volunteers shall be excess of the Design Professional's insurance and shall not contribute with it.

9. TREATMENT OF ASSETS.

Title to all property furnished by the City shall remain in the name of the City and the City shall become the owner of the work product and other documents, if any, prepared by the Design Professional pursuant to this Agreement (contingent on City's performance hereunder).

10. COMPLIANCE WITH LAWS AND WARRANTIES.

- A. The Design Professional, in the performance of this Agreement, shall comply with all applicable federal, state, and local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.
- B. Unless otherwise exempt, the Design Professional is required to have a valid Park City business license.
- C. The Design Professional specifically agrees to pay any applicable fees or charges which may be due on account of this Agreement.
- D. If this Agreement is entered into for the physical performance of services within Utah the Design Professional shall register and participate in E-Verify, or an equivalent program. The Design Professional agrees to verify employment eligibility through E-Verify, or an equivalent program, for each new employee that is employed within Utah, unless exempted by Utah Code Ann. § 63G-12-302.
- E. Design Professional shall be solely responsible to the City for the quality of all services performed by its employees or sub-contractors under this Agreement. Design Professional hereby warrants that the services performed by its employees or sub-contractors will be performed

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

substantially in conformance with the standard of care observed by similarly situated companies providing services under similar conditions.

11. NONDISCRIMINATION.

Any Design Professional that enters into an agreement for goods or services with Park City Municipal Corporation or any of its boards, agencies, or departments shall:

- A. Implement an employment nondiscrimination policy prohibiting discrimination in hiring, discharging, promoting or demoting, matters of compensation, or any other employment- related decision or benefit against a person otherwise qualified, because of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy- related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.
- B. In the performance of this Agreement, Design Professional shall not discriminate on account of actual or perceived race; color; sex; pregnancy, childbirth, or pregnancy-related conditions; age, if the individual is 40 years of age or older; religion; national origin; disability; sexual orientation; gender identity; genetic information; or military status.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- C. Incorporate the foregoing provisions in all subcontracts or assignments hereunder and take such actions as may be required to ensure full compliance with the provisions of this policy.

12. ASSIGNMENTS/SUBCONTRACTING.

- A. The Design Professional shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the City, and it is further agreed that said consent must be sought in writing by the Design Professional not less than thirty (30) days prior to the date of any proposed assignment. The City reserves the right to reject without cause any such assignment. Any assignment made without the prior express written consent of the City, as required by this paragraph, shall be deemed null and void.
- B. Any work or services assigned hereunder shall be subject to each provision of this Agreement and proper bidding procedures where applicable as set forth in local, state or federal statutes, ordinance and guidelines.
- C. Any technical/professional service subcontract not listed in this Agreement, must have express advance approval by the City.
- D. Each subcontractor that physically performs services within Utah shall submit an affidavit to the Design Professional stating that the subcontractor has used E-Verify, or an equivalent program, to verify the employment status of each new employee, unless exempted by Utah Code § 63G-12-302.

13. CHANGES.

Either party may request changes to the scope of services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both Parties. Such amendments shall be attached to and made part of this Agreement.

14. PROHIBITED INTEREST, NO THIRD PARTY RIGHTS AND NO GRATUITY TO CITY EMPLOYEES.

- A. No member, officer, or employee of the City shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- B. Nothing herein is intended to confer rights of any kind in any third party.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

- C. No City employee who has procurement decision making authority and is engaged in the procurement process, or the process of administering a contract may knowingly receive anything of value including but not limited to gifts, meals, lodging or travel from anyone that is seeking or has a contract with the City.

15. MODIFICATIONS TO TASKS AND MISCELLANEOUS PROVISIONS.

- A. All work proposed by the Design Professional is based on current government ordinances and fees in effect as of the date of this Agreement.
- B. Any changes to current government ordinances and fees which affect the scope or cost of the services proposed may be billed as an “extra” pursuant to Paragraph 3(C), or deleted from the scope, at the option of the City.
- C. The City shall make provision for access to the property and/or project and adjacent properties, if necessary for performing the services herein.

16. TERMINATION.

- A. Either party may terminate this Agreement, in whole or in part, at any time, by at least thirty (30) days' written notice to the other party. The Design Professional shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Design Professional shall promptly submit a termination claim to the City. If the Design Professional has any property in its possession belonging to the City, the Design Professional will account for the same, and dispose of it in a manner directed by the City.
- B. If the Design Professional fails to perform in the manner called for in this Agreement, or if the Design Professional fails to comply with any other provisions of the Agreement and fails to correct such noncompliance within three (3) days' written notice thereof, the City may immediately terminate this Agreement for cause. Termination shall be effected by serving a notice of termination on the Design Professional setting forth the manner in which the Design Professional is in default. The Design Professional will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

17. NOTICE.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the Parties below. Notice is effective upon the date it

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

was sent, except that a notice of termination pursuant to Paragraph 16 is effective upon receipt. All reference to “days” in this Agreement shall mean calendar days.

18. ATTORNEYS FEES AND COSTS.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney’s fees and other costs incurred in connection with that action or proceeding.

19. JURISDICTION AND VENUE.

- A. This Agreement has been and shall be construed as having been made and delivered within the State of Utah, and it is agreed by each party hereto that this Agreement shall be governed by the laws of the State of Utah, both as to interpretation and performance.
- B. Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement, or any provisions thereof, shall be instituted and maintained only in any of the courts of competent jurisdiction in Summit County, Utah.

20. SEVERABILITY AND NON-WAIVER.

- A. If, for any reason, any part, term, or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.
- B. If it should appear that any provision hereof is in conflict with any statutory provision of the State of Utah, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform in such statutory provisions.
- C. It is agreed by the Parties that the forgiveness of the non-performance of any provision of this Agreement does not constitute a subsequent waiver of the provisions of this Agreement. No waiver shall be effective unless it is in writing and signed by an authorized representative of the waiving party.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

21. ENTIRE AGREEMENT.

The Parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both Parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both Parties recognize time is of the essence in the performance of the provisions of this Agreement.

22. COUNTERPARTS. This Agreement may be executed in counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

23. ELECTRONIC SIGNATURES. Each party agrees that the signatures of the parties included in this Agreement, whether affixed on an original document manually and later electronically transmitted or whether affixed by an electronic signature through an electronic signature system such as DocuSign, are intended to authenticate this writing and to create a legal and enforceable agreement between the parties hereto.

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

PARK CITY MUNICIPAL CORPORATION, a
Utah municipal corporation
445 Marsac Avenue
Post Office Box 1480
Park City, UT 84060-1480

Matt Dias, City Manager

Attest:

City Recorder's Office

Approved as to form:

City Attorney's Office

HORROCK ENGINEERS, INC.
1265 E Fort Union Boulevard, Suite 200
Cottonwood Heights, Utah 84047:

Tax ID#: 87-0296502
PC Business License# _B-014221

Signature

Printed name

Title

THE CITY REQUIRES THE DESIGN PROFESSIONAL TO COMPLETE EITHER THE NOTARY BLOCK
OR THE UNSWORN DECLARATION, WHICH ARE BELOW.

**PARK CITY MUNICIPAL CORPORATION
DESIGN PROFESSIONAL SERVICES AGREEMENT**

STATE OF UTAH)
) ss.
COUNTY OF SUMMIT)

On this ____ day of _____, 20__, personally appeared before me _____, whose identity is personally known to me/or proved to me on the basis of satisfactory evidence and who by me duly sworn/affirmed, did say that he/she is the _____ (*title or office*) of _____, a _____ corporation (or limited liability company), by authority of its Bylaws/Resolution of the Board of Directors (if as to a corporation) or Operating Agreement/Member Resolution (if as to a limited liability company), and acknowledged that he/she signed it voluntarily for its stated purpose as _____ (title) for _____, a _____ corporation (or limited liability company).

Notary Public

PARK CITY MUNICIPAL CORPORATION DESIGN PROFESSIONAL SERVICES AGREEMENT

I declare under criminal penalty under the law of Utah that the foregoing is true and correct. Signed on the ____ day of _____, 20____, at _____ (insert State and County here).

Printed name _____

Signature: _____

**PARK CITY MUNICIPAL CORPORATION
DESIGN PROFESSIONAL SERVICES AGREEMENT**

EXHIBIT “A”

SCOPE OF SERVICES

**PARK CITY MUNICIPAL CORPORATION
DESIGN PROFESSIONAL SERVICES AGREEMENT**

EXHIBIT “B”

PAYMENT SCHEDULE FOR “EXTRA” WORK

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Kirsten Darrington

Submitting Department: Budget, Debt & Grants

Item Type: Staff Report

Agenda Section:

Subject:

Request to Approve a Contract with Neubrain, in a Form Approved by the City Attorney, for a Software Update and Five Years of Maintenance for Board Budgeting Software, for a Total Amount Not to Exceed \$115,745.60

Suggested Action:

Attachments:

[BOARD Contract Staff Report](#)

City Council Consent Agenda Item

Subject: Board Software Contract
Author: Kirsten Darrington
Department: Budget, Debt & Grants
Date: December 16, 2021
Type of Item: Consent

Recommendation

Staff recommends Council approve a contract with Neubrain, in a form approved by the City Attorney, that will cover the cost of an essential software update in addition to the next 5 years of maintenance for the Board budgeting software (2022-2026). The total cost will not exceed \$115,745.60.

Background

The Board Software is a critical platform of the City's internal budgeting process and has been utilized successfully since 2012. Board allows the City to budget and track expenditures effectively through interactive dashboards, data aggregation tools, and real-time financial reconciliation. This software has also been tailored to Park City's specific needs and saves hundreds of hours every year during the extensive planning and execution budget processes. The software update and maintenance contract is a necessary part of keeping the software up-to-date and functioning properly in order to ensure a smooth budget process. The current version of Board will sunset shortly and the newest version will provide better speed, efficiency of performance, data handling and formatting.

A description of the Scope of Services for Board software is as follows:

Board 12 Software Upgrade and Minor Improvements:

- Perform Board 12 upgrade (includes Office Add-in reports)
- Perform minor fixes, changes, and improvements
- Budget Document reporting improvements
- Data mapping fixes

Board Software Annual Maintenance (5 years):

Board Annual Maintenance services includes the following:

- Correction of errors
- Maintenance releases
- Product improvements & extensions
- Unlimited case logging (via web and telephone numbers designated by the contract)

- Phone Support is provided during office hours, 9:00 AM to 6:00 PM EDT. Most support calls however are managed through the web site support area.
- Web Site Support Area access

Board Software Cost Breakdown:

Board 12 Software Update:	\$59,301.60
5 years of Software Maintenance:	\$56,444 (about \$11,288.80 a year)
<u>Total Cost:</u>	<u>115,745.60</u>

Funding Source:

The software update and maintenance cost will be paid out of the Budget Department's operating budget. The Budget Department has operating funds set aside for the purpose of paying the software update and annual maintenance fees.

Department Review:

Budget, Debt, & Grants Department, Legal, and City Manager

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Kirsten Darrington

Submitting Department: Budget, Debt & Grants

Item Type: Ordinance

Agenda Section:

Subject:

Consideration to Approve Ordinance 2021-49, an Ordinance Adopting an Adjusted Budget for FY2022 for Park City Municipal Corporation
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[FY22 Budget Adjustment Staff Report](#)

[Exhibit A: Adjusted Budget Adoption Ordinance FY22](#)

[Exhibit B: Park City Fee Schedule Adjustments](#)

[Exhibit C: FY22 Adjusted Expense Budget](#)

[Exhibit D: FY22 YTD Revenue Report](#)

City Council Staff Report



Subject: Fiscal Year 2022 Mid-Year Budget Adjustment
Author: Jed Briggs, Erik Daenitz, Penny Frates, Kirsten Darrington
Department: Budget
Date: December 16, 2021
Type of Item: Legislative

Recommendation

Staff recommends Council adopt the FY22 Adjusted Budget presented to Council on December 09, 2021, including the additional changes outlined below. These recommendations were crafted to address recruitment and retention issues due to the difficult labor market and make technical adjustments necessary after six months into the fiscal year.

Background

Staff presented the recommended [FY22 Mid-Year Budget Adjustments](#) to Council on December 09, 2021. Council agreed with the recommendations and directed staff to immediately set Police pay at the 90th percentile, rather than in two steps. Council also directed staff to return with cost implications of overall assessment of reinstating the Environmental Regulatory Project Manager position.

This position was on the staff's original list of possible mid-year adjustments and considered a high-priority item. However, staff prioritized the immediate needs of recruitment and retention staffing challenges rather than reinstating the Environmental Project Manager in the middle of the fiscal year. Staff intended to bring this position to Council for consideration in the FY23 budget as a very high priority. Several other personnel requests were considered, from Budget, Information Technology, Administrative, and Public Utilities.

Given the \$900k increase in revenue received year-to-date and strong year-end projection, moving Police to the 90th percentile immediately as well as reinstating the Senior Environmental Project Manager are responsible mid-year adjustments. One additional adjustment is recommended beyond what was discussed at last week's work session; adjust the salary on the Library IT Coordinator position, in order to align compensation with actual job duties being performed, skill and the expectations required for this role.

Analysis

General Fund Updates

Senior Environmental Project Manager (Environmental Regulatory Manager) – Total Compensation and benefits (salary, benefits, retirement, etc.) = approximately \$180k

The Environmental Regulatory Manager position was in place for many years until recently vacated. A decision was made to prioritize the needs of the Planning Department to help with immediate workload issues in the short term. However, restoration of this position is increasingly necessary to ensure the safe, strategic, and proactive remediation of soils, and the day-to-day management of our soils ordinance program. In addition to managing and coordinating the municipality's City-owned land/soils, this position will administer the Soil Cover & Landscaping Ordinance and oversee our Topsoil Assistance Program and Environmental Management

System. This position will also serve as the municipality's lead liaison working with various State and Federal environmental and regulatory agencies (EPA, UDEQ, etc.), community groups, residents, and other parties to ensure compliance and responsible environmental stewardship. Additionally, we expect this role to lead future soils remediation and create and implement a long-term strategy to support and accelerate the City capabilities to make capital investments on City-owned land.

Library IT Coordinator - \$18,695

This position has evolved to keep up with the changing needs of the Library and Community. After careful review of the current duties and required skill set, the duties currently being performed in this role more closely align with a Senior Librarian. Staff is recommending this position be reclassified to recognize the expertise and work being performed in this role and ensure internal equity is applied.

Police - \$466k

Implementation of Police pay at the 90th percentile, aligning with market-based data and historic pay philosophies.

Transportation Fund Updates - \$112k

After consideration of public input from the December 9th meeting, the Transportation Department is requesting additional funds to create a new temporary route to run through 12/26/21 – 04/16/22. See Transportation Staff Communication Report for more detail.

FY22 Budget Adjustment Totals

- **General Fund - \$984,463**
- **Transportation Fund - \$190,000 (FY22 prorated increase)**
- **Fleet Fund - \$55,000**
- **Water Fund - \$50,000**
- **Self-Insurance Fund - \$109,000**

Please note that totals may differ from the attached report because they do not include adjustments offset by savings, increased revenue, and grants.

Exhibits

A – FY22 Adjusted Budget Adoption Ordinance

B – FY22 Updated Fee Schedule

C – FY22 Adjusted Expense Budget

D - FY22 Adjusted Revenue Report

Ordinance No. 2021-49

**AN ORDINANCE ADOPTING AN ADJUSTED BUDGET FOR FY 2022 FOR
PARK CITY MUNICIPAL CORPORATION.**

WHEREAS, Utah State law requires that city budgets be adopted by ordinance; and

WHEREAS, a public hearing was held on December 9, and December 16, 2021 at the City Council's regularly scheduled meetings, complying with State law.

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

SECTION 1. 2022 ADJUSTED BUDGET ADOPTED. The budget as outlined in the City Council Adopted Budget adopted on June 24, 2021 and with changes as summarized in the Attachments to this ordinance is hereby adopted as the Adjusted FY 2022 Operating Budget for Park City Municipal Corporation.

SECTION 2. EFFECTIVE DATE. The 2022 Adjusted Budget shall take effect upon publication.

PASSED AND ADOPTED this 16th day of December, 2021.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

City Attorney's Office

PARK CITY FEE SCHEDULE – Effective July 1, 2021

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SECTION 1. CONSTRUCTION AND DEVELOPMENT RELATED FEES

1.1 PLANNING FEES

1.1.1 Plat/Subdivision *

Plat Amendment	\$900.00 per application
Subdivision	\$290.00 per lot/parcel
Administrative lot line adjustment	\$300.00 per application
Extension of Approval	\$330.00 per application

Condominium

Condominium or timeshare conversion	\$450.00 per unit
Record of Survey	\$450.00 per unit
Amendment to Record of Survey	\$100.00 per unit affected
Extension of Approval	\$330.00 per application

1.1.2 Master Planned Development (MPD) Process *

Pre-Master Planned Development	\$1,200.00
<i>Application includes one formal staff review and Planning Commission review of compliance with General Plan that includes a public hearing. If applicant files for formal Master Planned Development the \$1,200 will apply toward the application fee.</i>	
Master Planned Development	\$560.00 per unit equivalent
Modification to an MPD	\$330.00 per unit equivalent

1.1.3 Conditional Use Permit (CUP) *

Planning Commission Review	\$1,140.00 per application
Steep Slope Review	\$1,330.00 per application
Administrative Staff Review	\$330.00 per application
Extension or Modification	\$330.00 per application

1.1.4 Zone Changes *

\$1,650.00

1.1.5 Board of Adjustment *

Variance	\$940.00 per application
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1.1.6 Architectural and Design Review

Historic District/Site

New residential construction <1000 sf	\$200.00 per application
New residential construction >=1000 sf	\$750.00 per application
Commercial review	\$200.00 per unit equivalent for the first 10 units \$15.00/ue after

Non-Historic District/Site

New Residential - SF/Duplex	\$200.00 per application
Multi-Family/Commercial	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after
Residential Additions	\$100.00 per application
Commercial Additions	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after

- 1.1.7 Historic Review *
 Historic Design Review (no increase in existing area) \$210.00
 Historic Design Review (increase in existing area) \$1,030.00
 Determination of Significance \$350.00
 Certificate of Appropriateness for Demolition \$300.00
- 1.1.8 Land Management Code Review * \$2,000.00 per application
- 1.1.9 General Plan Amendment * \$2,000.00 per application
- 1.1.10 Sign Review
 Master Sign Plan Review \$320.00
 Amendment to Master Sign Plan \$120.00
 Individual sign permit \$120.00 (\$118.80) plus 1% state tax
 Sign permit under master sign plan \$130.00 (\$128.70) plus 1% state tax
 Temporary Sign Permit \$60.00 (\$59.40) plus 1% state tax
- 1.1.11 Annexation * \$5,850.00
 Annexation Fiscal Impact Analysis \$1,550.00
plus actual cost of City approved consultant fee
 Modification to Annexation Agreement \$4,150.00
- 1.1.12 Appeals Fees *
 Appeals to Board of Adjustment \$500.00
 Appeals to City Council \$500.00
 Appeals to Historic Preservation Board \$500.00
 Appeals to Planning Commission \$500.00
- 1.1.13 TDR – Development Credit Determination \$100.00
- 1.1.14 Refund of Withdrawn Planning Applications
 In the case of a withdrawal of an application, the associated fees shall be refunded, less the actual cost for professional services rendered by City staff.
- 1.1.15 Reactivation Fee
 For projects that have been inactive by the applicant for more than six months a Reactivation Fee of 50% of orig. application fee will be assessed
- 1.1.16 Attorney or Other Professional Services
 Reimbursement for actual expense incurred
- 1.1.17 Mailing Fee
 In addition to the Application Fee listed, the Applicant will also be responsible for a separate payment for the mailing of a property notice. A \$1.00 fee will be assessed per piece of mail that needs to be sent. The specifics on which Applications require property notices to be sent and to whom can be found in Land Management Code § 15-1-21, *Notice Matrix*.

* Projects under these classifications may be assessed the additional cost of the property posting and courtesy mailing as required by Land Management Code regulations at the time of submittal.

1.2 BUILDING FEES

1.2.1 Impact Fee Schedule Impact fees are now located in the Park City Municipal Code, Title 11, Chapter 13.

1.2.2 Building Permit

Total Valuation Free – Calculated by the actual value of construction, excluding the value of on-site renewable energy systems (including solar voltaic systems, ground source heat pumps and solar hot water)

\$1.00 and up 1% of the total valuation of construction as herein above described with a minimum fee of \$15.00.

1.2.3 Plan Check Fees

a. Deposit. On buildings requiring plan checks at the time of building permit application, the applicant shall pay a deposit of \$500.00 for residential buildings; and \$2,000.00 for commercial buildings. The deposit shall be credited against the plan check fee when the permit is issued. This deposit is non-refundable in the event permits are not issued.

b. Fee. Except as otherwise provided herein, the plan check fee shall be equal to sixty-five percent (65.0%) of the building permit fee for that building. The plan check fee for identical plans shall be charged at a rate of \$54.26 per hour of total Community Development staff time. As used herein, identical plans means building plans submitted to Park City that: (1) are substantially identical to building plans that were previously submitted to and reviewed and approved by Park City; and (2) describe a building that is: (A) located on land zoned the same as the land on which the building described in the previously approved plans is located; and (B) subject to the same geological and meteorological conditions and the same law as the building described in the previously approved plans.

1.2.4 Mechanical Permit

Plus 1% State Surcharge

See fee table below. Building Department enters the total valuation for materials and labor for each sub-permit into the Fee Table to determine the permit fee.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00

\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof
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1.2.5 Electrical Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.6 Plumbing Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.7 International Fire Code Fee Issuance Fee

\$20.00

In Addition:

Aircraft Refueling Vehicles	\$30.00
Open Burning	\$50.00
Candles and Open Flames in Assembly Area	\$50.00
Compressed Gas	\$30.00
Explosives or Blasting Agents	\$150.00
Fireworks (Displays)	\$150.00
Firework (Sales)	\$75.00
Flammable Liquids	\$15.00
Flammable or Combustible Liquid Tanks	\$130.00
Hot Work (welding)	\$15.00
Liquefied Petroleum Gases (heaters and devices up to 5 units)	\$55.00 Liquefied
Petroleum Gases (heaters and devices) each additional unit	\$11.00 Liquefied
Petroleum Gases on an active construction site (125+ gal) Assembly	\$130.00 Places of \$50.00
Vehicles (liquid or gas fueled) within a building	\$130.00
Others not listed	\$15.00

Tents, air-supported structures and trailers \$.20 per square foot. Temporary structures built to permanent standards will be subject to fees set forth in Section 1.2.2. For plans already on file and approved, the fee will be reduced to \$.13 per square foot.

1.2.8 Grading Plan Review and Permit Fees

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.9 Soil Sample Fee \$100.00

1.2.10 Demolition Permit Fee

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00

\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.11 Flatwork Permit

Total valuation.

\$1.00 and up 1% of the total valuation of construction as herein above described with a minimum fee of \$15.00. Flatwork permits are subject to Plan Check fees as described above.

1.2.12 Other Inspections and Fees

Inspections outside normal business hours*	\$150.00 per hour (minimum charge 2 hours)
Re-inspection fee	\$150.00 per hour (minimum charge 1 hour)
Additional inspection services*	\$75.00 per hour (minimum charge 1 hour)
Starting work without a permit (first offense)	Double (x2) the building permit fee
Continuing work without a permit (second offense)	Quadruple (x4) the building permit fee
For use of outside consultants for plan reviews, inspections or both	Actual cost**

*Or the total hourly cost to the City, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved. These services will be offered based on inspector availability.

** Actual Cost includes administrative and overhead costs.

1.3 **ENGINEERING FEES**

1.3.1 Construction Inspection Fees. Prior to receiving a building permit, a notice to proceed or plat approval, developers shall pay a fee equal to six percent (6%) of the estimated construction cost as determined by the City Engineer. In projects with private street systems that limit city inspection requirements to water, drainage, and other improvements, but not to streets, the inspection fee shall be four percent (4%) of the estimated construction cost of the improvements to be inspected as determined by the City Engineer. The city, upon notice to the developer, may charge the developer a fee of \$75.00 per man-hour to recoup costs to the city above the fee charged. The city may also charge \$75.00 per man-hour for re-inspections of work previously rejected.

1.3.2 Permit to Work in Public Right-of-Way

\$200.00 fee plus \$2,000.00 letter of credit or cashier's check plus proof of insurance

1.4 ADMINISTRATIVE CODE ENFORCEMENT (ACE) FEES

1.4.1 Civil Fee Schedule

Daily Violation Fee	\$100.00 per day
Re-inspection Fee	\$75.00

1.4.2 Operating without a Type 2 CSL \$800.00 per violation

SECTION 2. UTILITY FEES

2.1 WATER IMPACT FEES. Water Impact Fees are located in the Park City Municipal Code, Title 11, Section 13.

2.2 MONTHLY WATER METERED SERVICES FEE SCHEDULE:

2.2.1 Base Rates & Meter Price (For all water billed on or after July 1, 2020).

2.2.1.1 Single Family Residential

Meter Size	FY22 Base Rate	FY22 Meter Price
3/4"	\$53.63	\$850.78
1 "	\$72.40	\$977.82
1.5"	\$85.86	\$1,391.13

2.2.1.2 Multi-Family Residential or Commercial

Meter Size	FY22 Base Rate	FY22 Meter Price
3/4"	\$69.51	\$850.78
1"	\$117.97	\$977.82
1.5"	\$252.00	\$1,391.13
2 "	\$525.52	\$2,460.63
3"	\$1,367.65	\$2,910.96
4"	\$2,482.88	\$5,072.44
6"	\$4,680.31	\$7,891.71
8"	\$8,059.91	\$11,852.83

2.2.1.3 Irrigation

Meter Size	FY22 Base Rate	FY22 Meter Price
3/4"	\$115.19	\$850.78
1"	\$194.93	\$977.82
1.5"	\$416.41	\$1,391.13
2"	\$868.38	\$2,460.63
3"	\$2,259.77	\$2,910.96
4"	\$4,102.91	\$5,072.44
6"	\$7,734.17	\$7,891.71

2.2.1.4 Construction Base Rate: \$311.66

2.2.1.5 Necessitous

Base Rate: \$4.58

2.2.2 Water Consumption Rates. The following water consumption rates apply. Relief in the event of a leak may be granted, consistent with the leak policy.

2.2.2.1 Single Family Residential

	Block 1	Block 2	Block 3	Block 4	Block 5	Block 6
Price per 1,000 gallons	\$6.68	\$10.71	\$11.27	\$14.60	\$17.41	\$30.43
Gallons in Block	0-5,000	5,001-15,000	15,001-25,000	25,001-35,000	35,001-55,000	Over 55,000

2.2.2.2 Multi-Family Residential

	Block 1	Block 2	Block 3	Block 4
Price per 1,000 gallons	\$7.91	\$10.71	\$17.41	\$26.81
3/4" Meter, Allowance in Block	0-10,000	10,001-36,000	36,001-80,000	Over 80,000
1" Meter, Allowance in Block	0-17,000	17,001-57,000	57,001-120,000	Over 120,000
1.5" Meter, Allowance in Block	0-30,000	30,001-100,000	100,001-200,000	Over 200,000
2" Meter, Allowance in Block	0-48,000	48,001-160,000	160,001-320,000	Over 320,000
3" Meter, Allowance in Block	0-96,000	96,001-320,000	320,001-640,000	Over 640,000
4" Meter, Allowance in Block	0-150,000	150,001-500,000	500,001-1,000,000	Over 1,000,000
6" Meter, Allowance in Block	0-180,000	180,001-600,000	600,001-1,200,000	Over 1,200,000

2.2.2.3 Commercial

	Block 1	Block 2
Price per 1,000 gallons	\$9.39	\$14.54
3/4" Meter, Allowance in Block	0-150,000	Over 150,000
1" Meter, Allowance in Block	0-300,000	Over 300,000
1.5" Meter, Allowance in Block	0-500,000	Over 500,000
2" Meter, Allowance in Block	0-750,000	Over 750,000
3" Meter, Allowance in Block	0-1,200,000	Over 1,200,000
4" Meter, Allowance in Block	0-1,700,000	Over 1,700,000
6" Meter, Allowance in Block	0-1,700,000	Over 1,700,000

2.2.2.4 Irrigation

	Block 1	Block 2
Price per 1,000 gallons	\$11.44	\$18.61
3/4" Meter, Allowance in Block	0-56,000	Over 56,000
1" Meter, Allowance in Block	0-90,000	Over 90,000
1.5" Meter, Allowance in Block	0-185,000	Over 185,000

2" Meter, Allowance in Block	0-300,000	Over 300,000
3" Meter, Allowance in Block	0-600,000	Over 600,000
4" Meter, Allowance in Block	0-935,000	Over 935,000
6" Meter, Allowance in Block	0-1,865,000	Over 1,865,000

2.2.2.5 Construction \$12.24 per 1,000 gallons

2.2.2.6 Necessitous

The Necessitous Base Rate includes 10,000 gallons. Water consumption above 10,000 gallons is charged per the Single Family Residential rate structure in paragraph 2.2.2.1.

2.2.2.7 Contract Rules

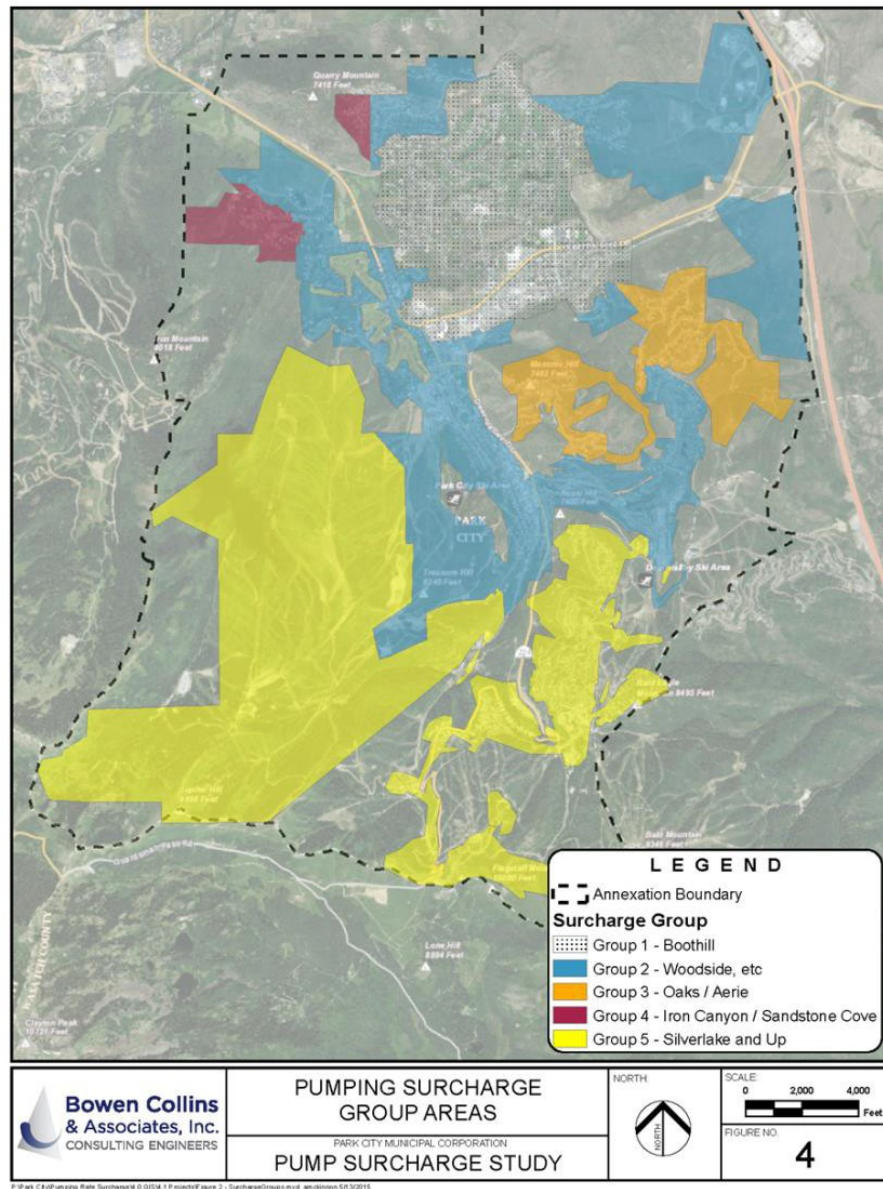
The City will honor the rates as they are set by a Council approved contract.

2.2.3 Energy Surcharge (For all water billed on or after July 1, 2020). All water billed under 2.2.2, except for paragraph 2.2.2.7 Contract Rules, shall be billed a location dependent Energy Surcharge, comprised of a Pumping Surcharge and an Efficiency Optimization Surcharge.

2.2.3.1. Surcharge Group

The following table and associated map identify an account's Surcharge Group Number. Conflicts between the map and the table will be resolved by reference to the table.

Surcharge Group No.	Surcharge Group	Pressure Zone Numbers Included in Group
1	Boothill	29
2	Woodside, etc	8,10,17,18,19,20,21,22,
		23,24,25,26,27,42,48,49,30,32
3	Oaks / Aerie	11,12,13,14,15,16
4	Iron Canyon / Sandstone Cove	28,31
5	Silver Lake and Up	1,37,2,3,4,5,6,7,
		34,38,39,40,41



2.2.3.2 Energy Surcharge

An Energy Surcharge shall be assessed by Surcharge Group and at a price per 1,000 gallons by as follows:

Group No	Pumping Surcharge	Energy Optimization Surcharge	Total Energy Surcharge
1	\$0.00	\$0.55	\$0.55
2	\$0.53	\$0.80	\$1.33
3	\$1.19	\$1.12	\$2.31
4	\$1.59	\$1.31	\$2.90
5	\$2.30	\$1.65	\$3.95

2.3 WATER VIOLATION PENALTIES

\$150.00	first violation
\$200.00	second violation
\$400.00	third violation
\$500.00	fourth violation
\$750.00	for the fifth violation and for each subsequent violation within that calendar year.

2.4 WATER SERVICE REINSTATEMENT FEE

The reinstatement fee shall be assessed at reconnection, based on the amount of time since the account was last active.

Time since last active	Amount
0-30 days	\$100.00
31-60 days	Two month's base rate as previously billed.
61-90 days or more	Three month's base rate as previously billed.

2.5 WATER METER TESTING FEE \$500.00 per test

2.6 WATER LABOR RATE \$50.00 per hour (rounded up to the nearest half hour)

2.7 WATER PARTS & SUPPLIES RATE Cost + 15% stocking fee

2.8 FIRE HYDRANT METER DEPOSIT FEE

2 Inch Meter	\$1,950.00
¾ Inch Meter	\$500.00
Fire hydrant wrench deposit fee	\$50.00
Meter Radio	\$200.00

2.9 RENTER DEPOSIT \$50.00

2.10 NON-MAILED SHUT-OFF NOTICE FEE \$75.00

2.11 IMPROPER WATER SHUT-OFF OR TURN ON \$250.00

2.12 STORMWATER FEE

2.12.1 An Equivalent Surface Unit or ESU \$6.66

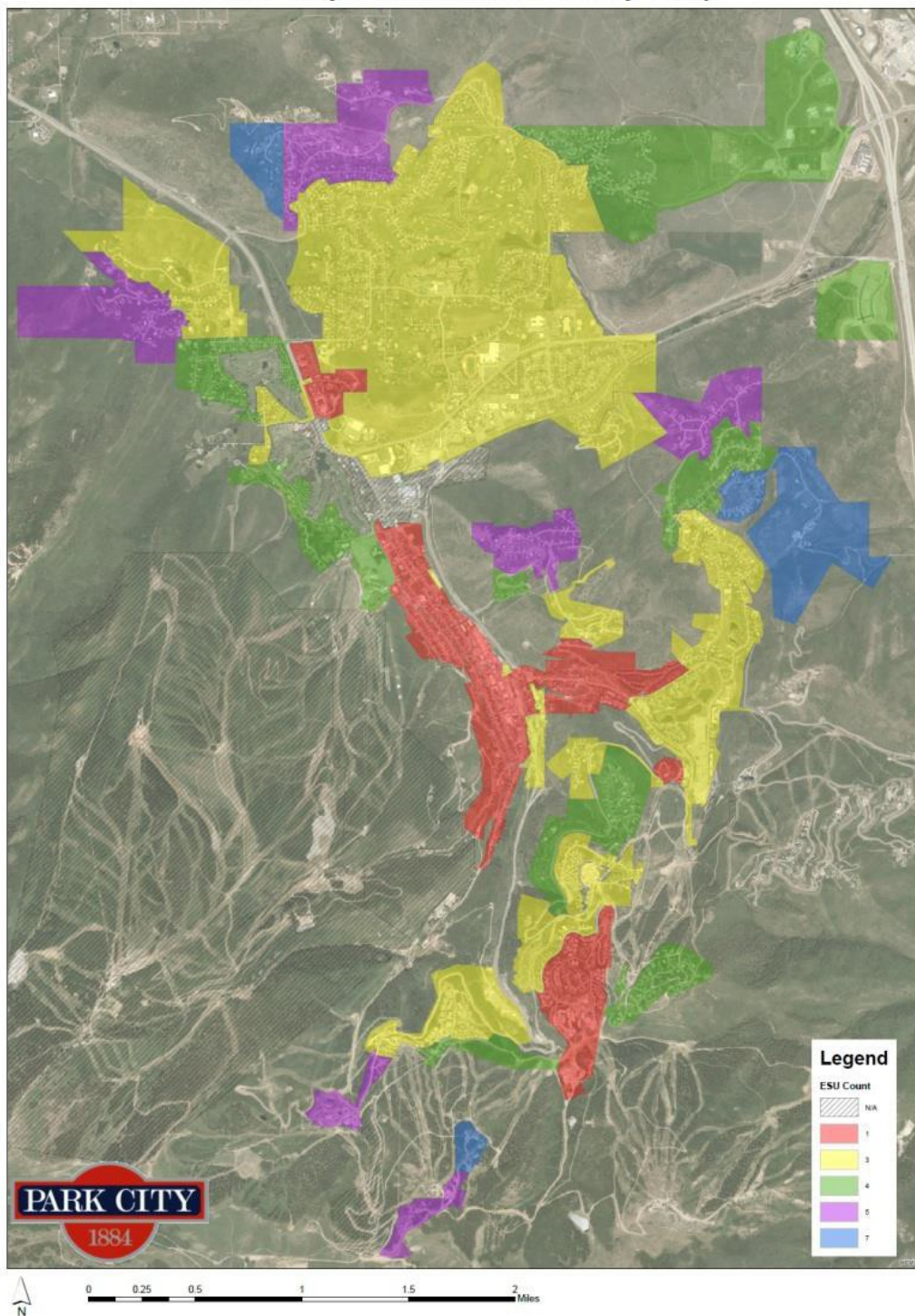
2.12.1.1 Green Infrastructure Reduction

After submittal of a complete application for a Green Infrastructure ESU reduction, an account may be eligible for a reduction of up to 20% of the ESU fee listed in 2.12.1.2.

2.12.2 Single Family Residential Initial Assignment

A Single Family Residential property shall be assigned an ESU number based the following map. The assignment may be changed based on an evaluation of an individual property.

Park City Stormwater Utility Map



The default Residential ESU Map was updated to reflect the construction that has occurred in Park City Heights. A new average in the Phase I decreases the default ESU count of 4 to a default of 2. All other zones remain the same.

2.12.3 Multi-Family Residential Initial Assignment

A Multi-Family Residential property shall be assigned 1 ESU per dwelling unit. This assignment may be changed based on an evaluation of an individual property.

SECTION 3. SPECIAL MEETINGS FEES

3.1 SPECIAL COUNCIL MEETING

\$270.00 for initial 30 minutes and
\$133.00 per 30 minutes thereafter

When a special council meeting (not regularly scheduled) must be called to accommodate an applicant for a license, permit or any other issue not requested by Council or staff, the applicant will be assessed a \$270 fee per application. If the meeting is longer than 30 minutes the applicant will be charged an additional \$133 per 30 minute increment thereafter.

3.2 TYPE 2 CSL SPECIAL MEETING

\$76.00 per applicant

SECTION 4. BUSINESS LICENSING

4.1- 4.5.

PARK CITY BUSINESS LICENSE FEE SCHEDULE									
Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee			
Rate	Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/ Inspections	Unit of Measure	
Ski Resort	\$0.26	Skier Day	\$0.01	Skier Day	-	\$22.00	\$149.00	License	
Lodging	\$19.25	Per Bedroom	\$9.49	Per Bedroom	-	\$17.00	\$149.00	License	
Restaurant	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	\$22.00	\$149.00	License	
Outdoor Dining	\$0.06	Per Sq. Ft.	\$0.03	Per Sq. Ft.	-	\$22.00	\$149.00	License	
Retail	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	\$22.00	\$149.00	License	
Large Retail (>12,000 sq. ft.)	\$0.16	Per Sq. Ft.	\$0.07	Per Sq. Ft.	-	\$22.00	\$149.00	License	

Transit Service Enhancement Fee			Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
Rate		Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/Inspections	Unit of Measure
Office, Service, Other	\$0.21	Per Sq. Ft.	\$0.01	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Warehouse	\$0.06	Per Sq. Ft.	\$0.00	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Resort and Amusement	\$1.04	Per User	\$0.05	Per User	-	-	\$22.00	\$149.00	License
For-Hire Ground Transportation Vehicles	\$37.50	Per Vehicle	\$1.75	Per Vehicle	\$45.58	Per Vehicle	\$71.83	\$71.83	License
Other Commercial Vehicles and Trailers	\$7.50	Per Vehicle	\$0.29	Per Vehicle	-	-	\$22.00	\$74.00	License
Employee Based	\$3.75	Per Employee	\$0.15	Per Employee	-	-	\$22.00	\$149.00	License
Commercial Vending, Game and Laundry Machines	\$18.75	Per Machine	\$0.73	Per Machine	-	-	\$22.00	\$149.00	License
Escort Services	\$3.75	Per Employee	\$0.15	Per Employee	\$46.19	Per Employee	\$22.00	\$149.00	License
Solicitor	\$10.50	Per Solicitor	\$2.50	Per Solicitor	-	-	\$74.00	\$74.00	License

	Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
	Rate	Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renew-als	Rate New/Inspections	Unit of Measure
Alcoholic Beverage/ Single Event Alcoholic Beverage	\$27.92	Per License	\$12.50	Per License	\$45.58	Per License	\$100.00	\$100.00	License
Type 1 CSL	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	-	-	\$149.00	License
Type 2 CSL	\$288.00	Per License	\$125.00	Per License	\$45.58	Per License	-	\$372.00	License
Type 3 CSL	-	-	-	-	-	-	-	\$149.00	License
Outdoor Sales	*In addition to regularly issued business license							\$5.00	License
Outdoor Sales-Promotion by Merchants Association	*In addition to regularly issued business license							\$4.00	License
Outdoor Sales-Seasonal Plants								\$50.00	License

SECTION 5. MISCELLANEOUS LAW ENFORCEMENT FEES.

5.1 Alarm Monitoring Fees

\$100.00 Cash deposit to be posted at time of installing each alarm system within the Park City limits.

\$ - 0 - First response within 6 months, no fee deducted from \$100.00 bond.

\$25.00 Second response to premise within 6 months, and for each subsequent response to said premise. [\$25 deducted from bond].

5.2 Direct Access Alarms

\$100.00 Per alarm connected through a direct access device, and not per alarm company, for the initial installation of the alarm.

\$50.00 Per year, per alarm for subsequent years or parts thereof.

~~5.3 Dispatching Fee~~

~~\$100.00 Per month for each private agency being dispatched from the City Communication Center.~~

5.3 Vehicle Impound Fee

\$20.00 Per vehicle, per impound (also see Section 7.7).

5.4 Contract Law Enforcement Services

Police Officer (per employee, per hour - four hour minimum) \$75.00

Holiday (per employee, per hour - four hour minimum) \$165.00

SECTION 6. GRAMA (Government Records Access and Management Act) FEES.

6.1 Copies. Copies made at a city facility: \$.10 per page*. Double-sided copies shall be charged as two pages. **For police records requests, see Section 6.6.*

6.2 Copies from outside copiers. The city reserves the right to send the documents out to be copied and the requestor shall pay the actual cost to copy the documents, including any fee charged for pick-up and delivery of the documents.

6.3 Copies retrieved from Utah State Archives or other storage facility. In addition to the copy fee, the requester must pay actual cost for staff time and mileage (computed using the current official federal standard mileage rate).

6.4 Compiling Documents in a form other than that normally maintained by the City, pursuant to U.C.A. 63G-2-203 (2016). In the event the City compiles a record in a form other than that normally maintained by the City, the actual costs under this section may include the following:

(2)(a)(i) the cost of staff time for compiling, formatting, manipulating, packaging, summarizing, or tailoring the record either into an organization or media to meet the person's request;

(ii) the cost of staff time for search, retrieval, and other direct administrative costs for complying with a request; and

(iii) in the case of fees for a record that is the result of computer output other than word processing, the actual incremental cost of providing the electronic services and products together with a reasonable portion of the costs associated with formatting or interfacing the information for particular users, and the administrative costs as set forth in Subsections (2)(a)(i) and (ii).

(b) An hourly charge under Subsection (2)(a) may not exceed the salary of the lowest paid employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request.

(c) Notwithstanding Subsections (2)(a) and (b), no charge may be made for the first quarterhour of staff time.

6.5 Fee Waiver for Public Benefit. The City may fulfill a record request without charge if it determines that: releasing the record primarily benefits the public rather than a person; the

individual requesting the record is the subject of the record, or an individual specified in U.C.A. Subsection 63G-2-202(1) or (2); or the requester's legal rights are directly implicated by the information in the record, and the requester is impecunious.

6.6 Requests for Police Records

- \$10.00 per police report/traffic accident report
- \$20.00 per CD (compact disc) of Video or Photographs
- \$5.00 per printed color photograph
- \$15.00 per fingerprinting request

SECTION 7. PARKING, METER RATES, VIOLATIONS, TOWING, AND IMPOUND FEES

7.1 Fines for meter violations are as follows:

First violation per registered owner(s): No fine or late fees. Vehicle license plate and/or VIN numbers will be logged into the system and a courtesy card issued to welcome to Main Street and educate user on the meter system.

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2019
\$35.00 from the date of violation until fourteen (14) days following the violation,
escalating to:
\$38.00 after 14 days;
\$41.00 after 30 days;
\$43.00 after 60 days

More than five (>5) violations per registered
owner(s):

Effective July 1, 2019
\$70.00 from the date of violation until fourteen (14) days following the violation,
escalating to:
\$77.00 after 14 days;
\$84.00 after 30 days;
\$88.00 after 60 days

7.2 Fines for mobility disabled space violations are as

follows: Effective July 1, 2019
\$270.00 from the date of violation until fourteen (14) days following the
violation,
escalating to:
\$297.00 after 14 days;
\$326.00 after 30 days;
\$344.00 after 60 days

7.3 Fines for special event parking violations. When enacted by the City Manager under Section 7.7, the fines for special event parking violations are as follows:

A. Egregious violations (i.e., obstructing traffic on Main Street or along bus routes) or mobility disabled space violations. \$150.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$165.00 after 14 days;
\$181.00 after 30 days;
\$189.00 after 60 days

B. Fines for all other special event parking violations.

Effective December 15, 2017

\$145.00 from the date of violation until fourteen (14) days following the violation

\$145.00 after 14 days;
\$145.00 after 30 days;
\$145.00 after 60 days

7.4 FINES FOR TIME LIMIT PARKING VIOLATIONS are as follows:

Effective July 1, 2019

\$35.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$38.00 after 14 days;
\$41.00 after 30 days;
\$43.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2019

\$35.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$38.00 after 14 days;
\$41.00 after 30 days;
\$43.00 after 60 days

More than five (>5) violations in the previous three years per registered owner(s):

Effective July 1, 2019

\$70.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$77.00 after 14 days;
\$84.00 after 30 days;
\$88.00 after 60 days

7.5 Fines for all other parking violations are as

follows: Effective July 1, 2019

\$40.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$44.00 after 14 days;
\$48.00 after 30 days;
\$50.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2019

\$66.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$72.00 after 14 days;

\$79.00 after 30 days;

\$82.00 after 60 days

More than five (>5) violations per registered owner(s):

Effective July 1, 2019

\$66.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$72.00 after 14 days;

\$79.00 after 30 days;

\$82.00 after 60 days

7.6 Parking Permits.

China Bridge Parking Permits –Business Permit: Businesses with a Main Street area address and a valid business license are eligible to purchase a parking permit(s) valid for China Bridge and Gateway covered areas. The permit is not valid during major events. Alternative parking areas may be provided for these events. This permit allows parking beyond the 6 hour limit not to exceed 72 hours at one time in a parking space. Cost for this permit is \$400.00 annually, \$200.00 if purchased after April 1st of each calendar year. A replacement permit can be purchased for \$200.00 subject to approval by the Parking Manager.

Drop & Load Parking Permits - \$200 per vehicle annually, \$100 replacement permit
Ground Transportation, Lodging and TNC Companies with a valid business license per Title 4-8 and Title 9 are eligible to purchase a parking permit(s) valid for Drop and Load areas during timeframes, seasons, Special Events, and locations as approved by the Parking Manager and City Manager. Drop and Load parking permits may be transferable between vehicles.

7.7 Special Event Parking. The City Manager may implement Special Event Parking Permit Fees, Special Event Meter Rates and/or Special Event Parking Fines for events held under a Master Festival License. The fee for these Special Event Parking Permits and Special Event Meter Rates will not exceed \$60.00 per day.

7.8 Tow and Storage Fees. Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts as outlined in the Park City Police Department Towing Rate Schedule. Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts as outlined in the Park City Police Department Towing Rate Schedule.

Vehicles relocated from/to City parking are subject to administrative/towing fees up to \$100.

7.9 Immobilization Fee \$35.00

7.10 Fees for Special Use of Public Parking are as follows:

Main Street, Heber Avenue, Park Avenue (Heber to 9th St): Daily rate of \$16.00
per space
Swede Alley: Daily rate of \$12.00
per space

Sandridge, South City Park, Residential Permit Zones:	Monthly rate of \$20.00 per space
a. Up to two spaces for vehicle parking with approved and active building permit	\$0.00
b. Vehicle Permits	\$20.00 per space per month
c. Dumpster or Equipment Permit	\$50.00 per space per month

Pay station removal for construction:	\$1,000.00
Application Fee:	\$20.00

Applications are reviewed by appropriate divisions, such as Parking Services, Transportation, Police, Building Departments, and Special Events.

7.11 Garage and Surface Lot Parking Rates, Effective December 15, 2017:

Peak Season, December through April 15 and June through September

China Bridge:

11:00 a.m.- 6:00 p.m. – FREE, no hourly
max 6:00 p.m.-Midnight –
\$3.00/hour, no hourly max

Hourly rate may be modified, and may not exceed \$4.00/hour
Lost ticket fee will equal the maximum daily fee

Swede Alley, Flag Pole, & Bob Wells Plaza:

AM – FREE, 4 hour max
11:00 a.m.-5:00p.m. – FREE, 4 hour max
5:00 p.m.-Midnight – \$3.00/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$4.00/hour

North Marsac:

AM-5:00 p.m. – FREE, 24 hour max
5:00 p.m.-Midnight – \$1.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

Sandridge:

AM-5:00 p.m. – FREE, 72 hour max
5:00 p.m.-Midnight – FREE, 72 hour max

South Marsac:

AM-5:00 p.m. – FREE, 2 hour max
5:00 p.m.-Midnight – FREE, 2 hour max

West Heber, between Main Street and Park Avenue:

11:00 a.m.-5:00 p.m. – \$2.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$4.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$5.00/hour

Park Avenue:

6:00 a.m.-2:00 a.m. – FREE, 2 hour max

East Heber, between Main Street and Swede Alley:

6:00 a.m.-2:00 a.m. – Load Zone, 2 hour max.

Gateway top level:

FREE for Main Street permit holders

Non-Peak Season, April 15 through May and October through November

China Bridge:

11:00 a.m.-6:00 p.m. – FREE-No hourly max
6:00 p.m.-Midnight \$1.00/hour, no hourly max
Hourly rate may be modified, and may not exceed \$3.00/hour Lost
ticket fee will equal the maximum daily fee

Swede Alley, Flag Pole, & Bob Wells Plaza:

AM – FREE, 4 hour max
11:00 a.m.-5:00 p.m. – \$1.50/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$1.50/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

Sandridge/North Marsac:

AM-5:00 p.m. – FREE, no hourly max
5:00 p.m.-Midnight – FREE, no hourly max

7.12 Meter rates are as follows:

Effective December 15, 2017

Peak Season

AM – FREE, no hourly max
11:00 a.m.-5:00 p.m. – \$2.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$4.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$5.00/hour

Non-Peak Season

AM – FREE, no hourly max
11:00 a.m.-5:00 p.m. – \$1.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$1.50/hour

5:00 p.m.-Midnight – \$2.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

No less than one hour can be purchased with a credit card. For event rates, see Section 7.7.

Effective December 15, 2017 Tokens will no longer be an acceptable method of payment.

7.13 Meter payment by cell phone:

Users sign up for a free account. Meter rates in Section 7.12 apply; no less than one hour can be purchased. City pays the convenience fee charged by the service provider.

SECTION 8. RECREATION SERVICES AND FACILITY RENTAL FEES

8.1 PURPOSE AND PHILOSOPHY. Recreation Services, the Parks Department, Miners Hospital Community Center and the Library are supported primarily by tax dollars through the City's General Fund. The Golf Course has been established as an enterprise fund and should be primarily supported by revenues other than taxes. This policy applies to Recreation Services and the Golf Course Enterprise fund.

The purpose of this section is to establish a level of operations and maintenance cost recovery for programs, activities and facilities, and direction for establishing fees and charges for the use of and/or participation in the programs, activities and facilities offered by the Recreation Services, Golf Course, Library, and Miners Hospital Community Center.

It is the intent of the City to offer its Recreation Services programs, activities and facilities to the entire community. To help offset the cost of providing these services, and since the primary beneficiaries of these services are users, it is appropriate to charge fees that are adequate to fund operation of the facility in line with other like programs.

8.2 COST RECOVERY. It is the intent of the City to recover roughly 70% of the operations and maintenance expenses incurred by the Recreation Department and the Recreation Center and 100% of the operations and maintenance expenses incurred by the Golf Course through sources of revenue other than taxes. The City's cost recovery plan is described in detail in the City's budget document. User fees should not be considered the only source for accomplishing this objective. Revenues may also include:

Increases in program participation.

- Fees charged for non-recreational use of facilities (conventions/special events)
- Rental income
- New programs or activities
- Private sponsorship of programs or activities
- Public agency grants or contributions.

8.3. ESTABLISHING USER FEES. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council.

8.3.1 Area Resident Discount: Those people whose primary residence is within the Park City School District limits; are currently paying property tax within Park City School District limits; or are holding a valid Park City business license and leasing or renting office space within Park City are entitled to receive a discount on user fees for the Recreation Center and Golf Course.

8.3.2 Recreation Program Fees: The Recreation Department, the Recreation Center and the Golf Course offer a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated program costs. Fees are then published on the city's website. In most cases, fees will be kept commensurate with fees charged by others providing like service.

8.3.3 Fees for Non-Recreational Activities at the Recreation Center: The fees charged for non-recreational or special event use will be competitive with the marketplace providing the fees cover a minimum of: a) the costs involved in the production of the event; and, b) recovery of lost revenue.

The Recreation Center facility is principally for recreation. Non-recreation activities usually will be charged up to fifty percent (50%) more than the minimum. No fee waivers for non-recreational or special event use will be permitted. However, the City Council may authorize the City to pay all or a portion of the fee in accordance with the master festival ordinance provisions.

8.3.4 Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Golf Course Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

To establish and maintain the Council's objective of 70% cost recovery, the Regional Director will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action.

Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the Regional Director or the City Council.

8.3.5 Discounting Fees: The Recreation Director may, at their discretion, discount fees when:

- Offering special promotions designed to increase use.
- Trying to fill non-prime time.
- Introducing new programs or activities.
- Playing conditions are below standard due to weather or facility disrepair.

8.3.6 Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Recreation Director may, at his discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

8.3.7 Sliding Fee Scale: The purpose of this program is to provide both adult & youth residents of the Park City School District (PCSD) with the opportunity to apply for a reduced fee for certain recreation activities. The fee reduction is based on Summit County's Average Median Income (AMI) and the applicant's gross family income. The discounts range from 30 to 70% depending on Gross Family Income.

Park City Recreation Sliding Fee Schedule						
% of AMI	Family Size					
	One	Two	Three	Four	Five	Six
Below 30% AMI Receive 70% Discount	Less than \$24,000 Gross Income	Less than \$27,000 GI	Less than \$31,000 GI	Less than \$34,000 GI	Less than \$37,000 GI	Less than \$40,000 GI
31% to 50% AMI Receive 50% Discount	\$24,001 - \$40,000 GI	\$27,001- \$46,000 GI	\$31,001 - \$51,200	\$34,001 - \$57,000	\$37,001 - \$61,500	\$40,001 - \$66,000
51% to 70% AMI Receive 30% Discount	\$40,001 - \$55,900	\$46,001-\$63,800	\$51,201-\$71,700	\$57,001- \$79,700	\$61,501 - \$86,100	\$66,001 - \$92,500

8.4. RECREATION CENTER:

8.4.1 Recreation Center Fees

Punch Card Admission. For ease of administration and convenience to users, a punch card system has been established for Recreation Center programs and activities. The purchase of a punch card may result in a savings off the regular rate.

Punch Passes

Youth (3 to 17) 10 Punch
Adult 10 Punch
Senior & Military 10 Punch
Child Care 10 Punch (10 hrs.)

Resident

\$28.00
\$80.00
\$70.00
\$35.00

Visitor

\$40.00
\$100.00
\$80.00

Tennis Fees

Resident rate
Visitor rate

Hourly Court Fees

Indoor	Outdoor
\$32.00	\$12.00
\$44.00	\$16.00

Youth Clinics Pre-Registration

Red Ball: \$12/day
Orange: \$24/day
Green: \$24/day
Yellow: \$24/day
Peak: \$28/day

Youth Clinic Drop-In

Red: \$15
Orange: \$28
Green: \$28
Yellow: \$28
Peak: \$32

Other Tennis Fees

Private Lesson 1 Hour	\$80.00
Private Lesson 1/2 hour	\$44.00
Semi Private Lesson 1 hour (Per person)	\$42.00
Group of 3 (Per person)	\$32.00

Group of 4 (Per person)	\$27.00
Clinic drop-in fee 1 hour	\$17.00
Clinic drop-in fee 1.5 hours	\$26.00
Ball Machine per hour	\$12.00
Tennis Courts Non Athletic (Daily)	\$3,000.00

Pickleball Fees

Indoor Bubble Courts	\$16/hr
Outdoor Courts	\$12/hr
Per – hr. Clinic	\$12/hr
Monthly Clinic	\$45
Private Lesson 1 hour	\$45
Semi-Private Lesson 1 hour	\$30/pp

Daily Drop In

	Resident	Visitor
Toddlers 2 & Under	Free	Free
Youth (3 to 17)	\$3.00	\$6.00
Adult	\$9.00	\$15.00
Senior 65+ & Military	\$7.00	\$9.00

Insurance Drop In Class Fee	\$7.00
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Facility Passes: There are two types of facility passes one which includes all amenities except tennis & pickleball and the other which includes all amenities except group fitness, pickleball and tennis. Program fees are additional and are not included in pass fees.

Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$45	\$22	\$67
3 Month	\$125	\$60	\$185
6 Month	\$232	\$108	\$340
12 Month	\$433	\$192	\$625

Senior 65+ & Military Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$40	\$22.00	\$62
3 Month	\$112	\$60.00	\$172
6 Month	\$205	\$108.00	\$313
12 Month	\$375	\$192.00	\$567

Couple Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$82	\$38.00	\$120
3 Month	\$242	\$108.00	\$350
6 Month	\$393	\$182.00	\$575
12 Month	\$725	\$325.00	\$1,050

PC MARC Tennis Passes

Term	Single	Couple	Additional Family Member
1 Month	\$200.00	\$320.00	\$30.00
3 Month	\$475.00	\$760.00	\$60.00
6 Month	\$775.00	\$1,345.00	\$110.00
12 Month	\$1,210.00	\$2,150.00	\$225.00

Gymnasium	Hourly Resident	Hourly Visitor	Daily
Full Gym	\$65.00	\$125.00	
Half Gym	\$35.00	\$75.00	
Non Athletic			\$1,400.00

Fitness Studios	\$65.00 (for profit)	\$125.00 (for profit)
	\$35.00 (non-profit)	\$75.00 (non-profit)

Other Fees

Visitor 10 Punch Card	\$100.00
Child Care Per Hr.	\$4.00
Non-Contact Personal Training	\$60 per day
Personal Training Daily Fee	\$25 per session
Personal Training Monthly Fee	\$400 per month
Personal Training Annual Fee	\$4,000 per year
Birthday Party	\$150.00
Party Room per hour	\$50.00
Pool Per Hour	\$100 plus guards
Lap Pool Per Lane	\$25 per lane per hour

8.5 GOLF FEES. The Park City Municipal Golf Course is an 18-hole course and 6,743 yards in length. The fees listed below are established fees, however they may be altered for certain types of tournament play. To receive a resident discount, the recreation card (which must have a City resident designation) must be presented to the golf starter. Season passes are available only to those who possess a locals card. Playing conditions on the course may vary due to weather constraints, particularly early and late in the season. The Golf Manager may, at his discretion, discount the established fees to encourage use of the course when playing conditions are less than optimum.

Regular Season- Memorial Day through September
Off-Season- Pre-Memorial Day, October and November

Resident Season Pass	\$1110.00
Junior Pass	\$425.00
Jr./Sr. Punch Pass	\$350.00
Non-Resident Sr. Punch Pass	\$390.00
Corporate Pass	\$3,000.00
Resident 18 Hole	\$39.00
Resident 18 Hole with Cart	\$55.00
Utah Resident 18 Hole	\$48.00
Utah Resident 18 Hole with Cart	\$64.00
Non-Resident 18 Hole	\$55.00
Non-Resident 18 Hole with Cart	\$71.00

Resident 9 Hole	\$19.50
Resident 9 Hole with Cart	\$27.50
Utah Resident 9 Hole	\$24.00
Utah Resident 9 Hole with Cart	\$32.00
Non-Resident 9 Hole	\$27.50
Non-Resident 9 Hole with Cart	\$35.50
Resident Off-Season 18 Hole	\$28.00
Non-Resident Off-Season 18 Hole	\$32.00
Small Range Bucket	\$5.00
Large Range Bucket	\$10.00
Rental Clubs for 18 Holes (includes 6 golf balls)	\$50.00
Rental Clubs for 9 Holes (includes 3 golf balls)	\$25.00

8.6. LIBRARY FEES. The Park City Library Board routinely reviews non-resident fee options and recommends changes. Library services, which are funded by the General Fund, are provided without charge to property owners, residents, and renters within the City's boundaries. Non-resident card fees are charged to those who request borrowing privileges but live outside the City's taxing area. On September 8, 2002, the Library Board voted to change the fee charged to some non-resident library users.

Non-Resident Card Fees

Household	\$40.00 per year
Non-Resident Card Fees - Household (6 months)	\$20.00
Students residing in Summit County	Free
Educators in Park City School District	Free
Interlibrary Loans	\$1.00 charge per item

8.7. CEMETERY FEES. Anyone owning property, currently residing, or having resided in Park City for a period of more than ten years consecutively, is eligible to purchase cemetery property or may be buried in the Park City Cemetery. All cemetery plots will be sold on a first-come, first-served basis. The same criteria above are used for the rights to purchase a plaque space on the Memorial Walls in the Cemetery.

	<u>Resident Fees</u>	<u>Eligible Non-Resident Fees</u>
Single adult grave	\$300.00	\$600.00
Single infant grave	\$150.00	\$300.00
Opening and closing adult grave	\$600.00	\$600.00
Opening and closing infant grave	\$360.00	\$360.00
Removal of adult from one grave to another within cemetery	\$960.00	\$960.00
Removal of infant from one grave to another within cemetery	\$720.00	\$720.00
Removal of adult for interment outside cemetery	\$1,000	\$1,000
Removal of infant for interment outside cemetery	\$360.00	\$360.00

Schil for flower beds/grave	N/A	N/A
Additional charge for after hour burials including Saturdays, holidays, weekends	\$200.00	\$300.00
Interment of cremated remains	\$70.00	\$140.00
Monument grave marker maintenance	\$100.00	\$100.00
Memorial Wall plaque space	\$250.00	\$500.00

8.7.1. Cemetery Fee Waivers. Any or all of the fees associated with the operation of the Park City Cemetery may be waived by the Cemetery Sexton, however such consideration is focused on persons who provided exceptional community service or residents with proven financial hardship. Grave sites, located in the "veterans section" for Park City veterans, firemen and police officers will be provided free of charge, as well as fees for cemetery services. Family members wishing to be buried in this section of the cemetery will be charged for lots and services.

8.8. PARK PAVILLION RENTAL FEES. It is not mandatory that a fee be paid for the use of a park pavilion. However, those persons having reserved a pavilion and paid the reservation fee shall have the exclusive use to use that pavilion over others. Reservation fees for park pavilion use are as follows:

<u>Rotary and South-End of City Park Pavilions</u>	<u>Half Day</u>	<u>Full Day</u>
Residents within Park City School District	\$ 60.00	\$90
Non-residents/commercial +\$100 refundable cleaning deposit	\$125.00+	\$200.00+

8.9. MINERS HOSPITAL COMMUNITY CENTER FEES. This facility is located at 1354 Park Avenue. Reservation fees for use of the Miners Hospital Community Center are as follows:

- Group 1: Activities which are free and open to the public, or educational/informational.
- Group 2: Activities which are open for public participation but charge a fee for participation such as fundraisers, conferences or other promotional events.
- Group 3: Activities which are closed to the public such as private receptions, conferences or parties.
- Group 4: Activities which are held between the hours of 6:00 p.m. and 8:00 a.m.

Location	Group 1	Group 2	Group 3	Group 4
Miners Hospital 1 st Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour
Miners Hospital 2 nd Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour

Miners Hospital 3 rd Floor	Free	\$15/Hour	\$20/Hour	\$25/Hour
Miners Hospital Basement	Free	\$15/Hour	\$20/Hour	\$25/Hour

Cancellation Policies for entire building reservations:

For two hour reservations, a \$25.00 handling fee will be charged for cancellations received less than one week prior to rental.

For half-day reservations, a \$50.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

For whole day reservations, a \$75.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

Notes:

**a \$50.00 damage/cleaning deposit is required on all whole day rentals, refundable if the facility is left in satisfactory condition; full payment of all fees is due two weeks prior to the facility rental.

***a \$300.00 damage/cleaning deposit is required on all special events rentals, \$275 is refundable if the facility is left in satisfactory condition; full payment of all fees for special events is due 30 days prior to the date of the event.

8.10. PARK CITY LIBRARY ROOM RENTAL RATES

Park City Library Rooms are located at 1255 Park Avenue. The rates for the spaces are as follows:

- Group 1: Activities which are free and open to the public during library hours. Groups such as book clubs, support groups, government institutions, Library/City partners, HOAs, and other affiliated community organizations, as approved by the Library Director.
- Group 2: Activities during Library hours which are open for public participation but charge a fee for entry or activities which are closed to the public.
- Group 3: Activities which are outside of Library operating hours or promote or solicit business. This includes businesses that offer initial free services/consultations /presentations, and then later charge a fee or contact attendees
- Non-Profits: Receive one free contiguous rental of up to four hours per month, which may be split between multiple rooms within the Library's operational hours.

Location	Room	Occ.	Group 1	Group 2	Group 3	Non-Cleaning Fine
Library 1 st Floor	Entry Hall	43	Unavailable	Unavailable	\$300/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Entry Hall Patio	90	Unavailable	Unavailable	\$400/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Public Meeting Room 101	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	Study Rooms 1 - 8	3 - 6	Free	Unavailable	Free (Unavailable outside library hours)	\$20/hour, \$40 minimum
Library 2 nd Floor	Meeting Room 201	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	North Conference Room	12	Free	\$20/Hour	\$40/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	South Conference Room	12	Free	\$20/Hour	\$40 (unavailable outside Library hours)	\$20/hour, \$40 minimum
Library 3 rd Floor	Public Meeting Room 301	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Jim Santy Auditorium	516	Free	\$95/Hour	\$200/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Community Room	85	Free	\$75/Hour	\$150/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Kitchen	10	Free	\$30	\$40	\$20/hour, \$40 minimum

Santy Technology Fees:

Projection Fees: Users have two options for projection.

1 - Users may use the in-house technology at no additional cost. Users are responsible for scheduling a training to learn to use the equipment and facilitate use during their rental. Training must be scheduled at least one week prior to the rental

date(s).

2 - Users may rent the Projection Booth and have a trained projectionist manage technology needs. The Projection Booth rents for \$500 per event rental (\$250 for Non-Profits), with a hired projectionist approved by the Park City Library. Projectionists have their own fee scale; Users pay projectionists directly. A list of approved projectionists is available upon request.

Lighting Fees: Stage lighting may be rented when approved by the Library Director or his/her designee. Any change in the direction of lighting must be made by a pre-approved vendor at the expense of the User. The User shall pay the vendor directly. Lighting must be returned to the original direction before vacating the rental. The Projection Booth and a projectionist must be reserved to utilize lighting.

Notes:

1. Advance reservations and standard lease agreement required, tenants included.
2. It is the responsibility of the User to review the *Park City Library Room Use and Rental Policy*.
3. Special parking arrangements may be required for events for more than 250 participants and guests.
4. All rates are subject to change without notice.
5. All deposits and fees are to be paid in advance.
6. Rental rates for auditorium equipment are calculated separately.
7. The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Library Director may, at her discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

SECTION 9. ICE ARENA AND FIELDS RENTAL FEE SCHEDULE.

9.1. Establishing User Fees. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council. Area rates apply to residents of Park City, Summit County and Wasatch County. Outside rates apply to requests outside Summit and Wasatch Counties.

Field Fees

Additional Restroom Cleaning \$30.00 per clean

<u>Ice Arena Admission Fees</u>	<u>Local Area Rates</u>	<u>Outside Area Rates</u>
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Youth = Ages 6-17; Adult = 18 and over

Youth Resident Rate Honored for all Seniors (65+) and Military

Public Skate – 5 years & under	Free	Free
Public Skate – youth & adult	\$6.00	\$10.00
Cheap Skate (includes skate rental)	\$6.00	\$10.00
Group Rates (20+) includes skate rental	\$6.00	\$10.00
School Rate – includes skate rental	\$6.00	\$10.00
Skate Rental	\$4.00	\$4.00
Drop-in Hockey - youth	\$9.00	\$9.00
Drop-in Hockey - adult	\$10.00	\$10.00
Coached Drop-in Hockey	\$13.00	\$13.00

Freestyle	\$9.00	\$9.00
Drop-in Curling	\$25.00	\$25.00
Drop-in Broomball	\$25.00	\$25.00
Drop-in Skating Class	\$15.00	\$15.00

Off-Ice Programming:		
Strength & Conditioning, Ballet, Skate Treadmill	\$11.50	\$11.50
Visiting Coach Fee	\$16.00	\$16.00
Curling Instructor Fee	\$50/per hour/per instructor	

10 Session Punch Cards

Punch cards may be available for some activities or products.

Annual Passes

Bronze (Public Skate): (Includes Skate Rental)	\$300
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Hourly Ice

Tax Exempt User Groups*/Employees	\$200
Local Rate (Summit or Wasatch County Resident)	\$225
Non-Resident, Not-for-Profit	\$250
Camp	\$300
For-profit	\$375

**User Groups are defined as local, organized programs who regularly rent ice from the arena and who provide a certificate of insurance listing PCMC as additionally insured and are a 501(c)3 organization. (minimum 50 hours per season).

Room Rental

Multi-purpose Rooms	\$40/hr. (per room)
User Groups can use the Party Room for 24 hours at no cost, but rooms must be booked in advance.	

Birthday Parties

Basic Package	\$175
Super Star Birthday Package	\$300
Instructor	\$50/per 30 minutes

Equipment (per hour)

Broomball	\$50
Curling	\$50/hour/lane

Event Fees

Rentals 1-50 people	\$50
Rentals 51-100 people	\$100
Rentals 101+ people	\$200
Bleachers	\$200/day
Catering Fee	\$150
Scheduling Impact Fee	\$150

Skate Services

Fees listed below are for services requested for 24 hours or more. An additional fee may be paid for services requested within 24 hours. Punch cards available for overnight services only. There is no discount for skate sharpening punch cards, they are available for convenience. Pre-payment is required for all skate sharpening.

Hockey Skate Sharpening	\$8.50
Figure Skate Sharpening	\$10.00
Custom Radius	\$30.00
Figure Skate Sealing	\$30.00
Rivets Replacements	\$2.50 (ea.)
Figure Skate Blade Mounting (per pair)	\$25.00
Skate Fitting (without purchase)	\$20.00

<u>Locker Rental (Annual Fee)</u>	<u>First Floor</u>	<u>Second Floor</u>
Regular Locker	\$180	\$130
Large Locker	\$210	\$160

Gate Fees

The Park City Ice Arena will take 25% of any gate fees collected for an event.

Advertising Fees and Sponsorship Fees

Dasher Board Ads	\$1,600
Wall Banners	\$2,500
Glass Decals	\$400
Program Sponsorship	Varies by program
Information Screen	\$150/month

9.2. Recreation Program Fees: The Park City Ice Arena offers a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated program costs.

9.3. Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Ice Arena Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

The City Manager will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action. Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the City Manager or the City Council.

9.4. Discounting Fees: The Ice Arena Manager may discount fees when:

- Offering special promotions designed to increase use.
- Trying to fill non-prime time.
- Introducing new programs or activities.
- Playing conditions are below standard due to weather or facility disrepair.

9.5. Fee Waivers: The City intends that no resident under 18 years old or over age 65 be

denied the use of any program, activity or facility for reasons of financial hardship. The Ice Arena Manager may, at their discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

The Ice Arena is pleased to offer the Fee Reduction program as a means for individuals to apply for reduced costs associated with our youth programs. Not all programs are eligible for fee reduction. Applicants must be residents of Summit or Wasatch Counties. Program fees may be discounted up to 75% off for students in the Park City School District who qualify for free or reduced lunch. Fees may be discounted for specified activities based on an individual's Average Median Income (AMI). Families qualifying for Fee Reduction may receive Public Skate admission and Skate Rental for a combined \$3.00 per person.

- 9.6 **Establishing Fields User Fees:** Fees shall be set at a level which ensures field quality and meets the objectives of the City Council. Resident rates apply to residents of Park City School District. Visitor rates apply to requests outside of the Park City School District Boundaries. In order to receive the resident rate a minimum of 75% of the participants must be residents of the Park City School District. A service charge of 2% will be applied to credit card charges over \$5,000.

FULL COMPLEX RATES						
	FULL DAY VISITOR	FULL DAY RESIDENT	HR/FIELD VISITOR	HR/FIELD RESIDENT	VISITOR TOTAL	RESIDENT TOTAL
PCSC Stadium SB	\$500	\$200	\$100	\$50		
PCSC Stadium SOC	\$500	\$200	\$100	\$50		
PCSC multipurpose	\$375	\$200	\$100	\$50	\$1,600	\$1,000
PCSC Sportexe	\$1,000	\$500	\$200	\$100		
PCHS BB	\$375	\$100	\$75	\$50		
PCHS SB	\$375	\$100	\$75	\$50		
PCHS LL	\$375	\$100	\$75	\$50	\$800	\$575
North 40 North	\$375	\$250	\$100	\$50		
North 40 South	\$375	\$250	\$100	\$50		
					\$500	\$350
City Park	\$375	\$250	\$100	\$50	\$375	\$250
PCHS Dozier	\$1,000	\$500	\$200	\$100	\$1,000	\$500
TMJHS	\$375	\$100	\$75	\$50	\$800	\$575
Stakeholder Fee						\$250 per team per season youth

Non-exclusive Use of Outdoor Recreation Facilities

	Per Day	Season
Resident	\$50	\$300
Non-Resident	\$75	\$500
Commercial	\$65	

Volleyball Court Fees (per court)	\$30.00/hr. Res. \$50.00/hr. NonRes
	\$120.00/day Res \$200.00/day NonRes
(2 courts)	\$200.00/day Res \$300.00/day NonRes
Stakeholder Fee	\$300.00/team/season – adult
Tennis & Pickleball Courts	\$12.00/hr.
Additional Restroom Cleaning	\$30.00 per clean
Additional Field Prep (Softball/Baseball)	\$95.00 per field
Special Field Prep (Low grass Cut)	\$1,000.00 per field
Field Set Up (Lacrosse, Soccer, Football)	\$383.00 per field
Field Lights - PCSC & City Park	\$20.00 per hr.
Baseball Fence	\$45.00 per field
Outfield Vinyl Fencing per field per week of use	\$337.00

SECTION 10. MISCELLANEOUS FEES. The following fees are set to insure cost recovery and use fees for additional City services associated with but not limited to Special Event Permits and approved filming activity

10.1 <u>Fee for in lieu of providing public parking</u>	\$40,000.00 per stall
10.2 <u>Returned Check Charge:</u>	\$25.00
10.3 <u>News Rack Application and Permit</u>	\$50.00 per application \$75.00 per three-year permit
10.4 <u>Bleachers</u>	
Bleacher Rental (per bleacher, per day)	\$80.00
Bleacher Delivery and Pick Up (per event, all bleachers)	\$108.00
10.5 <u>Banner Installation</u>	
Street Banner Installation-entire Main	\$859.00
Street Banner Installation-every other Main	\$687.00
Street Banner Installation-every 3rd	\$515.00
Street banner Installation- Roundabout	\$346.65
Street Banner Installation- Kearns	\$2,013.00
(Includes state permit, barricades and signage, required during install)	
Street Banner Removal- Kearns	\$1515.00
10.6 <u>Parks Clean Up, Labor and Equipment</u>	
Pressure Washing (per hour, incl. operator)	\$75.05
Pavilion Cleaning	\$150.00
Trash Removal	\$33.90
(public property only - not provided for private property)	
Extra Trash Cans	\$10.00
Trash Bags	\$2.10
10.7 <u>Public Safety</u>	
Police Officer (per employee, per hour - four hour minimum)	\$75.00 Holiday
(per employee, per hour - four hour minimum)	\$165.00
Mobile Command Trailer (Placement, Day One, Removal)	\$250.00
Mobile Command Trailer (each additional day)	\$100.00
10.8 <u>Parking Reservation Fees (Parking Department)</u>	

Application Fee	\$22.25
Main Street, Heber Avenue, Park Avenue (Heber to 9th St)	\$20.00
Swede Alley Parking Space (per space, per day)	\$13.25
 10.9 <u>Barricades (cost per barricade)</u>	
Crowd Control Barricades	\$5.90
Portable Electronic Sign/Message Board (per day)	\$151.20
Temporary Signs (each)	\$18.50
Street Barricades (per day)	\$1.40
 10.10 <u>Dumpsters</u>	
8 Yard (delivery + haul off fee)	\$210.00
30 yard (delivery + haul off fee)	\$210.00
Landfill fee for 30 yard dumpster (per ton)	\$35.00
 10.12 <u>Streets Equipment and Materials Equipment (2</u>	
hour min. - billable rate is portal to portal, cost includes operator, fuel, maintenance)	
Large Loader (per hour, 1 staff)	\$103.20
Small Loader (per hour, 1 staff)	\$71.95
Street Mechanical Sweeper (per hour, 1 staff)	\$150.60
Unimog with Snow Blower (per hour, 1 staff)	\$180.20
Unimog Snowplow (per hour, 1 staff)	\$88.35
Loader with Blower (per hour, 1 staff)	\$218.65
1 Ton Truck with dump (per hour, 1 staff)	\$54.15
2 Ton Truck with dump (per hour, 1 staff)	\$86.55
Bucket Truck (per hour, 2 staff)	\$117.65
Skid Steer (Cat 262 - per hour, 1 staff)	\$55.90
Add Grinder	\$7.60
Add Snow Blower	\$6.35
Backhoe (per hour, 2 staff)	\$98.75
Air Compressor (per hour, 1 staff)	\$42.00
Graffiti Truck (per hour, 1 staff)	\$75.05
 10.13 <u>Materials</u>	
Salt (per ton)	\$45.00
Road base (per ton)	\$18.00
Sand (per ton)	\$16.00
Cold Patch (per ton)	\$90.70
Hot Mix (per ton)	\$66.95
 10.14 <u>Personnel (total compensation per employee, per hour, during regular business hours)</u>	
Parks Department (PCMC Parks employee)	\$38.50
Streets Department (Streets employee)	\$38.50
Special Events Department (staff)	\$42.25
Cleaning Labor –	\$35.00
restrooms, buildings and other (contract labor)	
 10.15 <u>Special Event Application Fee (Processing and Analysis)</u>	
Level Five Event	\$640.00
Level Four Event	\$320.00
Level Three Event	\$160.00

Level Two Event	\$ 80.00
Level One Event	\$ 40.00
First Amendment Event	\$ 40.00
Film Permit Application Fee	\$ 80.00

As according to section 4-8-9, Fee Reduction requests for Special Events will be reviewed twice a year. All event fee reduction requests must be submitted to the Special Events Department prior to the application deadlines:

- (1) October 1st – Events occurring between January 1st and June 30th.
- (2) April 1st – Events occurring between July 1st and December 31st.

Fee reduction applications received outside of the normal application process may be considered for reductions but must demonstrate an immediate need for reduction and provide justification as to why the application was not filled within the specified deadline.

10.16 Public Parking Lot Use Rates for approved Events:

All lot fees are for approved permitted Special Events only. Regular parking rates apply at all other times.

Brew Pub Lot – Upper Lot	\$240.00 per day
Brew Pub Lot – Lower Lot	\$105.00 per day
North Marsac Lot	\$ 50.00 per day
Swede Alley Surface Lot	\$ 50.00 per day
Swede Alley Wall Lot	\$ 50.00 per day
Flag Pole Lot	\$ 50.00 per day
Sandridge lot – Upper/Lower	\$ 50.00 per day/ per lot
Quinn's Sports Parking Lots 1, 2, 3	\$ 50.00 per day/ per lot
Mawhinney Parking Lot	\$ 50.00 per day
Library Parking Lot – Partial Use Only	\$ 50.00 per day

10.17 Trail Use Fees

Trail Use Fee and Deposit Schedule

ACTIVITY	NUMBERS	LOCAL NON-PROFIT	OUT OF AREA NON-PROFIT	LOCAL PROFIT	OUT OF AREA PROFIT
Mountain Biking	30-350	1% x \$150 x number of participants	2% x \$150 x number of participants	1.5% x \$150 x number of participants	3% x \$150 x number of participants
Cross Country Skiing*	30-350	.5% x \$150 x number of participants	1% x \$150 x number of participants	1% x \$150 x number of participants	1.5% x \$150 x number of participants
Triathlon*	30-350	1.5% x \$150 x number of participants	2.5% x \$150 x number of participants	2% x \$150 x number of participants	3.5% x \$150 x number of participants

Running/Walking/Snowshoe*	30-500	.5% x \$150 x number of participants	1% x \$150 x number of participants	1% x \$150 x number of participants	1.5% x \$150 x number of participants
Other (Events that may propose significant impacts to the system)	TBD	TBD	TBD	TBD	TBD

If Council approves additional participation above a capped quota of participants, add \$2.00/participant in addition to fees provided below.

*All winter events that propose to use the winter trails system may be subject to a grooming fees of \$30.00/hr. This fee may include pre-event preparation of the trails and post event maintenance of the trails.

10.18 Credit Card Transaction Fees

Effective July 1, 2019, there will be a 2.00% service fee for all non-utility credit card payments equal to or greater than \$5,000.

SECTION 11. MUNICIPAL ELECTION FEES

11.1 Fees for municipal elections are as follows:

\$150.00 Mayoral filing fee*

\$100.00 Council filing fee*

*Fees are waived for candidates who prefer to collect 100 signatures of Park City registered voters.

FY22 Adjusted Expense Budget

	YTD Actuals FY 2020	YTD Actuals FY 2021	YTD Actuals FY 2022	Ori Budget FY 2022	Adj Budget FY 2022	Variance FY 2022
011 GENERAL FUND						
PERSONNEL SERVICES	9,449,236	8,852,032	9,818,299	26,421,544	27,015,238	593,694
MATERIALS, SUPPLIES AND SERVICES	440,289	276,695	408,649	1,090,909	1,175,401	84,492
UTILITIES	251,613	210,799	198,216	1,531,040	1,531,040	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	1,358,483	1,124,891	1,521,650	4,132,177	4,272,677	140,500
PARTS/MAINTENANCE SUPPLIES	403,715	276,019	415,784	1,550,964	1,570,803	19,839
SPECIAL SERV CONTRACT/MISC CHARGES	387,798	2,497,817	265,221	1,035,100	1,035,100	
CAPITAL OUTLAY	99,169	55,430	59,963	346,443	371,443	25,000
INTERFUND TRANSFER	1,238,820	1,180,855	1,285,325	3,084,785	3,084,785	
Total 011 GENERAL FUND	13,629,123	14,474,539	13,973,107	39,192,962	40,016,692	863,525
012 QUINNS RECREATION COMPLEX						
PERSONNEL SERVICES	301,955	317,914	375,431	944,214	984,412	40,198
MATERIALS, SUPPLIES AND SERVICES	15,526	14,765	15,697	63,820	63,820	
UTILITIES	38,926	38,322	39,589	143,900	143,900	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	23,802	19,176	26,880	104,410	104,410	
PARTS/MAINTENANCE SUPPLIES	18,918	15,566	17,245	46,670	46,670	
SPECIAL SERV CONTRACT/MISC CHARGES	9,224	9,637	5,720	21,000	21,000	
CAPITAL OUTLAY				1,000	1,000	
Total 012 QUINNS RECREATION COMPLEX	408,352	415,379	480,562	1,325,014	1,365,212	40,198
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND						
MATERIALS, SUPPLIES AND SERVICES	5,600	6,186	8,036	20,000	10,000	-10,000
UTILITIES	1,732	1,107	607	34,300	34,300	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	100	-2,005	180	70,000	70,000	
SPECIAL SERV CONTRACT/MISC CHARGES				568,000	568,000	
INTERFUND TRANSFER	871,890	1,288,555	1,288,555	3,092,532	3,092,532	
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	879,322	1,293,843	1,297,378	3,784,832	3,774,832	-10,000
024 MAIN STREET RDA SPECIAL REVENUE FUND						
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	722			50,000	50,000	
SPECIAL SERV CONTRACT/MISC CHARGES				405,000	405,000	
INTERFUND TRANSFER	287,500	291,665	291,665	700,000	700,000	
Total 024 MAIN STREET RDA	288,222	291,665	291,665	1,155,000	1,155,000	

FY22 Adjusted Expense Budget

	YTD Actuals FY 2020	YTD Actuals FY 2021	YTD Actuals FY 2022	Ori Budget FY 2022	Adj Budget FY 2022	Variance FY 2022
SPECIAL REVENUE FUND						
031 CAPITAL IMPROVEMENT FUND						
CAPITAL OUTLAY	8,985,257	2,840,352	2,145,813	16,556,629	16,848,947	292,318
INTERFUND TRANSFER	2,393,800	1,491,800	1,739,430	4,174,626	4,174,626	
Total 031 CAPITAL IMPROVEMENT FUND	11,379,057	4,332,152	3,885,243	20,731,255	21,023,573	292,318
033 REDEVELOPMENT AGENCY-LOWER PRK						
CAPITAL OUTLAY	12,235	196,579	18,000	255,000	255,000	
INTERFUND TRANSFER	294,465	1,159,515	1,161,495	2,787,590	2,787,590	
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	306,700	1,356,094	1,179,495	3,042,590	3,042,590	
034 REDEVELOPMENT AGENCY-MAIN ST						
CAPITAL OUTLAY				30,000	30,000	
Total 034 REDEVELOPMENT AGENCY-MAIN ST				30,000	30,000	
038 EQUIPMENT REPLACEMENT CIP						
CAPITAL OUTLAY	340,373	142,793	182,127	1,585,600	1,585,600	
Total 038 EQUIPMENT REPLACEMENT CIP	340,373	142,793	182,127	1,585,600	1,585,600	
051 WATER FUND						
PERSONNEL SERVICES	1,329,706	1,232,964	1,421,262	3,709,472	3,760,132	50,660
MATERIALS, SUPPLIES AND SERVICES	108,343	187,242	145,258	343,896	343,896	
UTILITIES	351,290	327,330	186,571	1,208,900	1,208,900	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	492,562	544,119	547,286	1,383,542	1,383,542	
PARTS/MAINTENANCE SUPPLIES	402,861	366,406	460,884	1,060,905	1,060,905	
SPECIAL SERV CONTRACT/MISC CHARGES	42,327	52,893	54,719	112,000	112,000	
CAPITAL OUTLAY	7,020,289	13,428,540	13,979,679	37,422,575	37,422,575	
DEBT SERVICE	80,795	-23,643	-18,166	5,577,420	5,577,420	
INTERFUND TRANSFER	438,125	440,865	455,180	1,807,429	1,807,429	
Total 051 WATER FUND	10,266,299	16,556,717	17,232,672	52,626,139	52,676,799	50,660
052 STORM WATER FUND						
PERSONNEL SERVICES	368,840	259,564	289,828	668,062	668,062	
MATERIALS, SUPPLIES AND SERVICES	8,816	6,965	8,083	63,000	63,000	
UTILITIES	14,437	12,463	10,988	37,413	37,413	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	51,519	33,612	24,719	149,625	149,625	
PARTS/MAINTENANCE SUPPLIES	25,380	1,953	9,912	41,406	41,406	
CAPITAL OUTLAY	2,492	40,669	30,440	1,121,500	1,121,500	
INTERFUND TRANSFER	47,085	53,095	56,440	135,448	135,448	
Total 052 STORM WATER FUND	518,569	408,320	430,410	2,216,454	2,216,454	

FY22 Adjusted Expense Budget

	YTD Actuals FY 2020	YTD Actuals FY 2021	YTD Actuals FY 2022	Ori Budget FY 2022	Adj Budget FY 2022	Variance FY 2022
055 GOLF COURSE FUND						
PERSONNEL SERVICES	399,542	394,019	420,201	915,363	915,363	0
MATERIALS, SUPPLIES AND SERVICES	19,086	36,052	27,263	67,700	67,700	
UTILITIES	15,570	16,009	36,479	66,300	66,300	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	27,770	28,467	42,168	90,575	90,575	
PARTS/MAINTENANCE SUPPLIES	101,390	109,224	314,992	255,800	467,000	211,200
SPECIAL SERV CONTRACT/MISC CHARGES	25,311	30,632	30,772	37,500	37,500	
CAPITAL OUTLAY	16,811	45,757	13,985	114,565	114,565	
INTERFUND TRANSFER	58,790	56,210	59,325	142,377	142,377	
Total 055 GOLF COURSE FUND	664,270	716,371	945,183	1,690,180	1,901,380	211,200
057 TRANSPORTATION & PARKING FUND						
PERSONNEL SERVICES	3,713,478	2,886,514	2,681,869	7,241,515	7,387,382	145,867
MATERIALS, SUPPLIES AND SERVICES	83,967	84,705	60,444	273,922	273,922	
UTILITIES	137,851	107,260	78,657	369,700	369,700	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	268,584	246,013	127,440	1,232,150	1,232,150	
PARTS/MAINTENANCE SUPPLIES	3,064	11,826	5,201	20,000	20,000	
SPECIAL SERV CONTRACT/MISC CHARGES	15,114	13,865	15,629	16,500	16,500	
CAPITAL OUTLAY	716,456	-1,504,339	473,686	19,186,993	19,306,993	120,000
INTERFUND TRANSFER	1,427,505	1,389,380	1,377,710	3,306,502	3,306,502	
Total 057 TRANSPORTATION & PARKING FUND	6,366,019	3,235,222	4,820,635	31,647,282	31,913,149	265,867
058 PARKING FUND						
PERSONNEL SERVICES	357,016	301,213	306,868	886,149	926,073	39,924
MATERIALS, SUPPLIES AND SERVICES	122,691	11,241	103,384	430,500	430,500	
UTILITIES	1,969	1,653	2,911	9,000	9,000	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	4,719	39,665	41,866	148,000	148,000	
PARTS/MAINTENANCE SUPPLIES	12,435	6,751	1,943	54,000	54,000	
SPECIAL SERV CONTRACT/MISC CHARGES	54,088	1,391	49,423	65,000	65,000	
CAPITAL OUTLAY				125,000	125,000	
INTERFUND TRANSFER	2,500	3,335	6,875	16,500	16,500	
Total 058 PARKING FUND	555,418	365,249	513,270	1,734,149	1,774,073	39,924
062 FLEET SERVICES FUND						
PERSONNEL SERVICES	408,942	376,491	394,299	1,018,016	1,073,522	55,506
MATERIALS, SUPPLIES AND SERVICES	31,620	18,998	18,611	77,355	77,355	
UTILITIES	343,365	102,031	309,961	1,001,800	1,001,800	

FY22 Adjusted Expense Budget

	YTD Actuals FY 2020	YTD Actuals FY 2021	YTD Actuals FY 2022	Ori Budget FY 2022	Adj Budget FY 2022	Variance FY 2022
CONTRACT SVCS/CONSULTING/SOFTWARE LIC		809	1,361	3,800	3,800	
PARTS/MAINTENANCE SUPPLIES	272,183	233,304	244,507	770,200	770,200	
Total 062 FLEET SERVICES FUND	1,056,111	731,633	968,740	2,871,171	2,926,677	55,506
064 SELF INSURANCE FUND						
MATERIALS, SUPPLIES AND SERVICES	22,914	16,006	17,209	50,500	50,500	
CONTRACT SVCS/CONSULTING/SOFTWARE LIC	230,480	233,828	216,136	536,000	536,000	
SPECIAL SERV CONTRACT/MISC CHARGES	56,463	51,581	68,198	860,000	968,628	108,628
Total 064 SELF INSURANCE FUND	309,857	301,415	301,543	1,446,500	1,555,128	108,628
070 SALES TAX REV BOND - DEBT SVS FUND						
DEBT SERVICE	2,100	2,100	2,100	6,972,216	6,972,216	
Total 070 SALES TAX REV BOND - DEBT SVS FUND	2,100	2,100	2,100	6,972,216	6,972,216	
071 DEBT SERVICE FUND						
DEBT SERVICE	1,575,127	1,737,581	1,598,844	9,509,688	9,509,688	
Total 071 DEBT SERVICE FUND	1,575,127	1,737,581	1,598,844	9,509,688	9,509,688	
TOTAL	48,544,918	46,361,071	48,102,975	181,561,033	183,478,859	1,917,826

FY22 YTD Revenue Report

	YTD Actuals FY 2020	YTD Actuals FY 2021	YTD Actuals FY 2022	Ori Budget FY 2022	Adj Budget FY 2022
011 GENERAL FUND					
Property Taxes	2,853,907	1,558,484	553,564	12,392,328	12,392,328
Sales Tax	3,057,846	2,925,171	2,568,489	13,333,686	13,333,686
Franchise Tax	698,712	692,586	694,929	3,261,596	3,261,596
Licenses	279,640	239,989	250,271	484,692	484,692
Planning Building & Engineering Fees	2,173,415	1,583,140	2,269,770	3,565,757	3,565,757
Special Event Fees	78,333	8,081	60,265	115,681	115,681
Federal Revenue	4,476		5,875	54,318	54,318
State Revenue		-1,205	4,500	76,471	76,471
County/SP District Revenue				24,515	24,515
Cemetery Charges for Services	11,644	8,034	8,765	80,182	80,182
Recreation	808,109	791,636	834,765	1,936,634	1,936,634
Other Service Revenue	18,650	15,220	16,627	56,768	56,768
Misc. Revenues	397,349	180,593	129,858	235,330	235,330
Interfund Transactions (Admin)	837,435	837,435	931,375	2,950,291	2,950,291
Special Revenues & Resources	26,409	3,201,555	512,498	6,000	6,000
Total 011 GENERAL FUND	11,245,926	12,040,719	8,841,552	38,574,249	38,574,249
012 QUINNS RECREATION COMPLEX					
Recreation	1,405	285	615	4,957	4,957
Ice	297,380	221,082	155,296	907,421	907,421
Misc. Revenues	456	-39	379	1,250	1,250
Total 012 QUINNS RECREATION COMPLEX	299,241	221,329	156,290	913,628	913,628
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND					
Property Taxes	1,895	16,030	873	4,252,000	4,252,000
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	1,895	16,030	873	4,252,000	4,252,000
024 MAIN STREET RDA SPECIAL REVENUE FUND					
Property Taxes	5,539	9,887	5,729	1,276,319	1,276,319
Total 024 MAIN STREET RDA SPECIAL REVENUE FUND	5,539	9,887	5,729	1,276,319	1,276,319
031 CAPITAL IMPROVEMENT FUND					
Sales Tax	1,573,304	1,329,401	1,286,142	10,966,320	10,966,320
Planning Building & Engineering Fees	242,043	162,629	211,241	407,471	407,471
Federal Revenue				28,620	28,620
State Revenue	245,275	152,629	176,676	364,106	364,106
County/SP District Revenue	1,991,263	380,713	202,388	449,628	449,628
Transit Charges for Services				3,500,000	3,500,000
Misc. Revenues	2,779,027	1,150,071	13,724	14,867,587	14,867,587
Special Revenues & Resources	3,605	2,611	193,372	396,901	396,901
Bond Proceeds				9,000,000	9,000,000
Total 031 CAPITAL IMPROVEMENT FUND	6,834,517	3,178,054	2,083,543	39,980,633	39,980,633
033 REDEVELOPMENT					

FY22 YTD Revenue Report

	YTD Actuals FY 2020	YTD Actuals FY 2021	YTD Actuals FY 2022	Ori Budget FY 2022	Adj Budget FY 2022
AGENCY-LOWER PRK					
Interfund Transactions (CIP/Debt)	871,890	1,288,555	1,288,555	3,092,532	3,092,532
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	871,890	1,288,555	1,288,555	3,092,532	3,092,532
034 REDEVELOPMENT AGENCY-MAIN ST					
Interfund Transactions (CIP/Debt)	287,500	291,665	291,665	700,000	700,000
Total 034 REDEVELOPMENT AGENCY-MAIN ST	287,500	291,665	291,665	700,000	700,000
038 EQUIPMENT REPLACEMENT CIP					
Interfund Transactions (CIP/Debt)	535,665	548,165	660,665	1,585,600	1,585,600
Total 038 EQUIPMENT REPLACEMENT CIP	535,665	548,165	660,665	1,585,600	1,585,600
051 WATER FUND					
Planning Building & Engineering Fees	1,121,331	627,081	817,434	1,183,938	1,183,938
Federal Revenue				456,274	456,274
Water Charges for Services	8,561,034	10,016,440	9,025,163	19,819,145	19,819,145
Misc. Revenues	163,144	126,988	24,739	203,002	203,002
Bond Proceeds				31,190,000	31,190,000
Total 051 WATER FUND	9,845,509	10,770,508	9,867,336	52,852,359	52,852,359
052 STORM WATER FUND					
Water Charges for Services	543,541	346,173	582,879	2,000,000	2,000,000
Total 052 STORM WATER FUND	543,541	346,173	582,879	2,000,000	2,000,000
055 GOLF COURSE FUND					
Recreation	1,031,505	1,293,038	1,266,676	1,325,426	1,325,426
Misc. Revenues	443	5,346	5,013	37,824	37,824
Interfund Transactions (CIP/Debt)	10,415	10,415	10,415	25,000	25,000
Total 055 GOLF COURSE FUND	1,042,363	1,308,799	1,282,104	1,388,250	1,388,250
057 TRANSPORTATION & PARKING FUND					
Sales Tax	1,502,597	1,442,949	1,293,041	8,026,719	8,026,719
Licenses	888,118	868,991	839,840	953,297	953,297
Federal Revenue	66,726	2,144,590	5,599,260	20,099,700	20,099,700
Transit Charges for Services	10,279	1,387,635	1,100	2,580,819	2,580,819
Misc. Revenues	41,655	70,611	31,450	287,265	287,265
Special Revenues & Resources		76,374	190,273	289,087	289,087
Total 057 TRANSPORTATION & PARKING FUND	2,509,376	5,991,151	7,954,963	32,236,887	32,236,887
058 PARKING FUND					
Fines & Forfeitures	911,544	25,923	917,429	2,603,364	2,603,364
Total 058 PARKING FUND	911,544	25,923	917,429	2,603,364	2,603,364
062 FLEET SERVICES FUND					
Interfund Transactions (Admin)	1,228,750	1,135,415	983,975	2,348,700	2,348,700

FY22 YTD Revenue Report

	YTD Actuals FY 2020	YTD Actuals FY 2021	YTD Actuals FY 2022	Ori Budget FY 2022	Adj Budget FY 2022
Total 062 FLEET SERVICES FUND	1,228,750	1,135,415	983,975	2,348,700	2,348,700
064 SELF INSURANCE FUND					
Misc. Revenues	114,585	114,585	114,585	275,000	275,000
Interfund Transactions (Admin)	532,860	582,935	659,775	1,583,450	1,583,450
Total 064 SELF INSURANCE FUND	647,445	697,520	774,360	1,858,450	1,858,450
070 SALES TAX REV BOND - DEBT SVS FUND					
Interfund Transactions (CIP/Debt)	3,023,685	3,087,470	2,900,925	6,962,216	6,962,216
Total 070 SALES TAX REV BOND - DEBT SVS FUND	3,023,685	3,087,470	2,900,925	6,962,216	6,962,216
071 DEBT SERVICE FUND					
Property Taxes				9,509,688	9,509,688
Misc. Revenues	22,430	258	109	39,366	39,366
Total 071 DEBT SERVICE FUND	22,430	258	109	9,549,054	9,549,054
TOTAL	39,856,817	40,957,621	38,592,953	202,174,241	202,174,241

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Kirsten Darrington

Submitting Department: Budget, Debt & Grants

Item Type: Resolution

Agenda Section:

Subject:

Consideration to Adopt Resolution 30-2021, a Resolution Amending the Fee Schedule

(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[FY22 Budget and Fee Schedule Adjustment Staff Report](#)

[Exhibit A: Fee Schedule Resolution](#)

[Exhibit B: Fee Schedule Adjustments](#)

City Council Staff Report



Subject: Fiscal Year 2022 Mid-Year Budget Adjustment
Author: Jed Briggs, Erik Daenitz, Penny Frates, Kirsten Darrington
Department: Budget
Date: December 16, 2021
Type of Item: Legislative

Recommendation

Staff recommends Council adopt the FY22 Adjusted Budget presented to Council on December 09, 2021, including the additional changes outlined below. These recommendations were crafted to address recruitment and retention issues due to the difficult labor market and make technical adjustments necessary after six months into the fiscal year.

Background

Staff presented the recommended [FY22 Mid-Year Budget Adjustments](#) to Council on December 09, 2021. Council agreed with the recommendations and directed staff to immediately set Police pay at the 90th percentile, rather than in two steps. Council also directed staff to return with cost implications of overall assessment of reinstating the Environmental Regulatory Project Manager position.

This position was on the staff's original list of possible mid-year adjustments and considered a high-priority item. However, staff prioritized the immediate needs of recruitment and retention staffing challenges rather than reinstating the Environmental Project Manager in the middle of the fiscal year. Staff intended to bring this position to Council for consideration in the FY23 budget as a very high priority. Several other personnel requests were considered, from Budget, Information Technology, Administrative, and Public Utilities.

Given the \$900k increase in revenue received year-to-date and strong year-end projection, moving Police to the 90th percentile immediately as well as reinstating the Senior Environmental Project Manager are responsible mid-year adjustments. One additional adjustment is recommended beyond what was discussed at last week's work session; adjust the salary on the Library IT Coordinator position, in order to align compensation with actual job duties being performed, skill and the expectations required for this role.

Analysis

General Fund Updates

Senior Environmental Project Manager (Environmental Regulatory Manager) – Total Compensation and benefits (salary, benefits, retirement, etc.) = approximately \$180k

The Environmental Regulatory Manager position was in place for many years until recently vacated. A decision was made to prioritize the needs of the Planning Department to help with immediate workload issues in the short term. However, restoration of this position is increasingly necessary to ensure the safe, strategic, and proactive remediation of soils, and the day-to-day management of our soils ordinance program. In addition to managing and coordinating the municipality's City-owned land/soils, this position will administer the Soil Cover & Landscaping Ordinance and oversee our Topsoil Assistance Program and Environmental Management

System. This position will also serve as the municipality's lead liaison working with various State and Federal environmental and regulatory agencies (EPA, UDEQ, etc.), community groups, residents, and other parties to ensure compliance and responsible environmental stewardship. Additionally, we expect this role to lead future soils remediation and create and implement a long-term strategy to support and accelerate the City capabilities to make capital investments on City-owned land.

Library IT Coordinator - \$18,695

This position has evolved to keep up with the changing needs of the Library and Community. After careful review of the current duties and required skill set, the duties currently being performed in this role more closely align with a Senior Librarian. Staff is recommending this position be reclassified to recognize the expertise and work being performed in this role and ensure internal equity is applied.

Police - \$466k

Implementation of Police pay at the 90th percentile, aligning with market-based data and historic pay philosophies.

Transportation Fund Updates - \$112k

After consideration of public input from the December 9th meeting, the Transportation Department is requesting additional funds to create a new temporary route to run through 12/26/21 – 04/16/22. See Transportation Staff Communication Report for more detail.

FY22 Budget Adjustment Totals

- **General Fund - \$984,463**
- **Transportation Fund - \$190,000 (FY22 prorated increase)**
- **Fleet Fund - \$55,000**
- **Water Fund - \$50,000**
- **Self-Insurance Fund - \$109,000**

Please note that totals may differ from the attached report because they do not include adjustments offset by savings, increased revenue, and grants.

Exhibits

A – FY22 Fee Schedule Adjustment Resolution

B – FY22 Fee Schedule Adjustments



Resolution No. 30-2021

A RESOLUTION AMENDING THE FEE SCHEDULE

WHEREAS it is necessary to update the fee resolution to reflect the changing costs of performing services; and

WHEREAS, a public hearing was held on December 9, and December 16, 2021, to receive public comments on the user fee increases.

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

SECTION 1. FEE SCHEDULE AMENDMENTS. The Park City Fee Schedule is hereby re-adopted with changes as outlined in Exhibit B.

SECTION 2. REPEALER. Resolution 15-2021 is hereby repealed.

SECTION 3. EFFECTIVE DATE. This resolution shall take effect on December 16, 2021.

PASSED AND ADOPTED this 16th day of December, 2021.

PARK CITY MUNICIPAL CORPORATION

Mayor Andy Beerman

Attest:

Michelle Kellogg, City Recorder

Approve as to form:

City Attorney's Office

PARK CITY FEE SCHEDULE – Effective July 1, 2021

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SECTION 1. CONSTRUCTION AND DEVELOPMENT RELATED FEES

1.1 PLANNING FEES

1.1.1 Plat/Subdivision *

Plat Amendment	\$900.00 per application
Subdivision	\$290.00 per lot/parcel
Administrative lot line adjustment	\$300.00 per application
Extension of Approval	\$330.00 per application

Condominium

Condominium or timeshare conversion	\$450.00 per unit
Record of Survey	\$450.00 per unit
Amendment to Record of Survey	\$100.00 per unit affected
Extension of Approval	\$330.00 per application

1.1.2 Master Planned Development (MPD) Process *

Pre-Master Planned Development	\$1,200.00
<i>Application includes one formal staff review and Planning Commission review of compliance with General Plan that includes a public hearing. If applicant files for formal Master Planned Development the \$1,200 will apply toward the application fee.</i>	
Master Planned Development	\$560.00 per unit equivalent
Modification to an MPD	\$330.00 per unit equivalent

1.1.3 Conditional Use Permit (CUP) *

Planning Commission Review	\$1,140.00 per application
Steep Slope Review	\$1,330.00 per application
Administrative Staff Review	\$330.00 per application
Extension or Modification	\$330.00 per application

1.1.4 Zone Changes *

\$1,650.00

1.1.5 Board of Adjustment *

Variance	\$940.00 per application
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1.1.6 Architectural and Design Review

Historic District/Site

New residential construction <1000 sf	\$200.00 per application
New residential construction >=1000 sf	\$750.00 per application
Commercial review	\$200.00 per unit equivalent for the first 10 units \$15.00/ue after

Non-Historic District/Site

New Residential - SF/Duplex	\$200.00 per application
Multi-Family/Commercial	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after
Residential Additions	\$100.00 per application
Commercial Additions	\$100.00 per unit equivalent up to 10 units then \$15.00/ue after

- 1.1.7 Historic Review *
 Historic Design Review (no increase in existing area) \$210.00
 Historic Design Review (increase in existing area) \$1,030.00
 Determination of Significance \$350.00
 Certificate of Appropriateness for Demolition \$300.00
- 1.1.8 Land Management Code Review * \$2,000.00 per application
- 1.1.9 General Plan Amendment * \$2,000.00 per application
- 1.1.10 Sign Review
 Master Sign Plan Review \$320.00
 Amendment to Master Sign Plan \$120.00
 Individual sign permit \$120.00 (\$118.80) plus 1% state tax
 Sign permit under master sign plan \$130.00 (\$128.70) plus 1% state tax
 Temporary Sign Permit \$60.00 (\$59.40) plus 1% state tax
- 1.1.11 Annexation * \$5,850.00
 Annexation Fiscal Impact Analysis \$1,550.00
plus actual cost of City approved consultant fee
 Modification to Annexation Agreement \$4,150.00
- 1.1.12 Appeals Fees *
 Appeals to Board of Adjustment \$500.00
 Appeals to City Council \$500.00
 Appeals to Historic Preservation Board \$500.00
 Appeals to Planning Commission \$500.00
- 1.1.13 TDR – Development Credit Determination \$100.00
- 1.1.14 Refund of Withdrawn Planning Applications
 In the case of a withdrawal of an application, the associated fees shall be refunded, less the actual cost for professional services rendered by City staff.
- 1.1.15 Reactivation Fee
 For projects that have been inactive by the applicant for more than six months a Reactivation Fee of 50% of orig. application fee will be assessed
- 1.1.16 Attorney or Other Professional Services
 Reimbursement for actual expense incurred
- 1.1.17 Mailing Fee
 In addition to the Application Fee listed, the Applicant will also be responsible for a separate payment for the mailing of a property notice. A \$1.00 fee will be assessed per piece of mail that needs to be sent. The specifics on which Applications require property notices to be sent and to whom can be found in Land Management Code § 15-1-21, *Notice Matrix*.

* Projects under these classifications may be assessed the additional cost of the property posting and courtesy mailing as required by Land Management Code regulations at the time of submittal.

1.2 BUILDING FEES

1.2.1 Impact Fee Schedule Impact fees are now located in the Park City Municipal Code, Title 11, Chapter 13.

1.2.2 Building Permit

Total Valuation

Free – Calculated by the actual value of construction, excluding the value of on-site renewable energy systems (including solar voltaic systems, ground source heat pumps and solar hot water)

\$1.00 and up

1% of the total valuation of construction as herein above described with a minimum fee of \$15.00.

1.2.3 Plan Check Fees

a. Deposit. On buildings requiring plan checks at the time of building permit application, the applicant shall pay a deposit of \$500.00 for residential buildings; and \$2,000.00 for commercial buildings. The deposit shall be credited against the plan check fee when the permit is issued. This deposit is non-refundable in the event permits are not issued.

b. Fee. Except as otherwise provided herein, the plan check fee shall be equal to sixty-five percent (65.0%) of the building permit fee for that building. The plan check fee for identical plans shall be charged at a rate of \$54.26 per hour of total Community Development staff time. As used herein, identical plans means building plans submitted to Park City that: (1) are substantially identical to building plans that were previously submitted to and reviewed and approved by Park City; and (2) describe a building that is: (A) located on land zoned the same as the land on which the building described in the previously approved plans is located; and (B) subject to the same geological and meteorological conditions and the same law as the building described in the previously approved plans.

1.2.4 Mechanical Permit

Plus 1% State Surcharge

See fee table below. Building Department enters the total valuation for materials and labor for each sub-permit into the Fee Table to determine the permit fee.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00

\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof
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1.2.5 Electrical Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.6 Plumbing Permit

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.7 International Fire Code Fee Issuance Fee

\$20.00

In Addition:

Aircraft Refueling Vehicles	\$30.00
Open Burning	\$50.00
Candles and Open Flames in Assembly Area	\$50.00
Compressed Gas	\$30.00
Explosives or Blasting Agents	\$150.00
Fireworks (Displays)	\$150.00
Firework (Sales)	\$75.00
Flammable Liquids	\$15.00
Flammable or Combustible Liquid Tanks	\$130.00
Hot Work (welding)	\$15.00
Liquefied Petroleum Gases (heaters and devices up to 5 units)	\$55.00 Liquefied
Petroleum Gases (heaters and devices) each additional unit	\$11.00 Liquefied
Petroleum Gases on an active construction site (125+ gal) Assembly	\$130.00 Places of \$50.00
Vehicles (liquid or gas fueled) within a building	\$130.00
Others not listed	\$15.00

Tents, air-supported structures and trailers \$.20 per square foot. Temporary structures built to permanent standards will be subject to fees set forth in Section 1.2.2. For plans already on file and approved, the fee will be reduced to \$.13 per square foot.

1.2.8 Grading Plan Review and Permit Fees

See fee table below.

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.9 Soil Sample Fee \$100.00

1.2.10 Demolition Permit Fee

Total Valuation	Fee
\$1.00 to \$1,300.00	\$50.00
\$1,301.00 to \$2000.00	\$50.00 for the first \$1,300.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00

\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.0 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

1.2.11 Flatwork Permit

Total valuation.

\$1.00 and up 1% of the total valuation of construction as herein above described with a minimum fee of \$15.00. Flatwork permits are subject to Plan Check fees as described above.

1.2.12 Other Inspections and Fees

Inspections outside normal business hours*	\$150.00 per hour (minimum charge 2 hours)
Re-inspection fee	\$150.00 per hour (minimum charge 1 hour)
Additional inspection services*	\$75.00 per hour (minimum charge 1 hour)
Starting work without a permit (first offense)	Double (x2) the building permit fee
Continuing work without a permit (second offense)	Quadruple (x4) the building permit fee
For use of outside consultants for plan reviews, inspections or both	Actual cost**

*Or the total hourly cost to the City, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved. These services will be offered based on inspector availability.

** Actual Cost includes administrative and overhead costs.

1.3 **ENGINEERING FEES**

1.3.1 Construction Inspection Fees. Prior to receiving a building permit, a notice to proceed or plat approval, developers shall pay a fee equal to six percent (6%) of the estimated construction cost as determined by the City Engineer. In projects with private street systems that limit city inspection requirements to water, drainage, and other improvements, but not to streets, the inspection fee shall be four percent (4%) of the estimated construction cost of the improvements to be inspected as determined by the City Engineer. The city, upon notice to the developer, may charge the developer a fee of \$75.00 per man-hour to recoup costs to the city above the fee charged. The city may also charge \$75.00 per man-hour for re-inspections of work previously rejected.

1.3.2 Permit to Work in Public Right-of-Way

\$200.00 fee plus \$2,000.00 letter of credit or cashier's check plus proof of insurance

1.4 ADMINISTRATIVE CODE ENFORCEMENT (ACE) FEES

1.4.1 Civil Fee Schedule

Daily Violation Fee	\$100.00 per day
Re-inspection Fee	\$75.00

1.4.2 Operating without a Type 2 CSL \$800.00 per violation

SECTION 2. UTILITY FEES

2.1 WATER IMPACT FEES. Water Impact Fees are located in the Park City Municipal Code, Title 11, Section 13.

2.2 MONTHLY WATER METERED SERVICES FEE SCHEDULE:

2.2.1 Base Rates & Meter Price (For all water billed on or after July 1, 2020).

2.2.1.1 Single Family Residential

Meter Size	FY22 Base Rate	FY22 Meter Price
3/4"	\$53.63	\$850.78
1 "	\$72.40	\$977.82
1.5"	\$85.86	\$1,391.13

2.2.1.2 Multi-Family Residential or Commercial

Meter Size	FY22 Base Rate	FY22 Meter Price
3/4"	\$69.51	\$850.78
1"	\$117.97	\$977.82
1.5"	\$252.00	\$1,391.13
2 "	\$525.52	\$2,460.63
3"	\$1,367.65	\$2,910.96
4"	\$2,482.88	\$5,072.44
6"	\$4,680.31	\$7,891.71
8"	\$8,059.91	\$11,852.83

2.2.1.3 Irrigation

Meter Size	FY22 Base Rate	FY22 Meter Price
3/4"	\$115.19	\$850.78
1"	\$194.93	\$977.82
1.5"	\$416.41	\$1,391.13
2"	\$868.38	\$2,460.63
3"	\$2,259.77	\$2,910.96
4"	\$4,102.91	\$5,072.44
6"	\$7,734.17	\$7,891.71

2.2.1.4 Construction Base Rate: \$311.66

2.2.1.5 Necessitous

Base Rate: \$4.58

2.2.2 Water Consumption Rates. The following water consumption rates apply. Relief in the event of a leak may be granted, consistent with the leak policy.

2.2.2.1 Single Family Residential

	Block 1	Block 2	Block 3	Block 4	Block 5	Block 6
Price per 1,000 gallons	\$6.68	\$10.71	\$11.27	\$14.60	\$17.41	\$30.43
Gallons in Block	0-5,000	5,001-15,000	15,001-25,000	25,001-35,000	35,001-55,000	Over 55,000

2.2.2.2 Multi-Family Residential

	Block 1	Block 2	Block 3	Block 4
Price per 1,000 gallons	\$7.91	\$10.71	\$17.41	\$26.81
3/4" Meter, Allowance in Block	0-10,000	10,001-36,000	36,001-80,000	Over 80,000
1" Meter, Allowance in Block	0-17,000	17,001-57,000	57,001-120,000	Over 120,000
1.5" Meter, Allowance in Block	0-30,000	30,001-100,000	100,001-200,000	Over 200,000
2" Meter, Allowance in Block	0-48,000	48,001-160,000	160,001-320,000	Over 320,000
3" Meter, Allowance in Block	0-96,000	96,001-320,000	320,001-640,000	Over 640,000
4" Meter, Allowance in Block	0-150,000	150,001-500,000	500,001-1,000,000	Over 1,000,000
6" Meter, Allowance in Block	0-180,000	180,001-600,000	600,001-1,200,000	Over 1,200,000

2.2.2.3 Commercial

	Block 1	Block 2
Price per 1,000 gallons	\$9.39	\$14.54
3/4" Meter, Allowance in Block	0-150,000	Over 150,000
1" Meter, Allowance in Block	0-300,000	Over 300,000
1.5" Meter, Allowance in Block	0-500,000	Over 500,000
2" Meter, Allowance in Block	0-750,000	Over 750,000
3" Meter, Allowance in Block	0-1,200,000	Over 1,200,000
4" Meter, Allowance in Block	0-1,700,000	Over 1,700,000
6" Meter, Allowance in Block	0-1,700,000	Over 1,700,000

2.2.2.4 Irrigation

	Block 1	Block 2
Price per 1,000 gallons	\$11.44	\$18.61
3/4" Meter, Allowance in Block	0-56,000	Over 56,000
1" Meter, Allowance in Block	0-90,000	Over 90,000
1.5" Meter, Allowance in Block	0-185,000	Over 185,000

2" Meter, Allowance in Block	0-300,000	Over 300,000
3" Meter, Allowance in Block	0-600,000	Over 600,000
4" Meter, Allowance in Block	0-935,000	Over 935,000
6" Meter, Allowance in Block	0-1,865,000	Over 1,865,000

2.2.2.5 Construction \$12.24 per 1,000 gallons

2.2.2.6 Necessitous

The Necessitous Base Rate includes 10,000 gallons. Water consumption above 10,000 gallons is charged per the Single Family Residential rate structure in paragraph 2.2.2.1.

2.2.2.7 Contract Rules

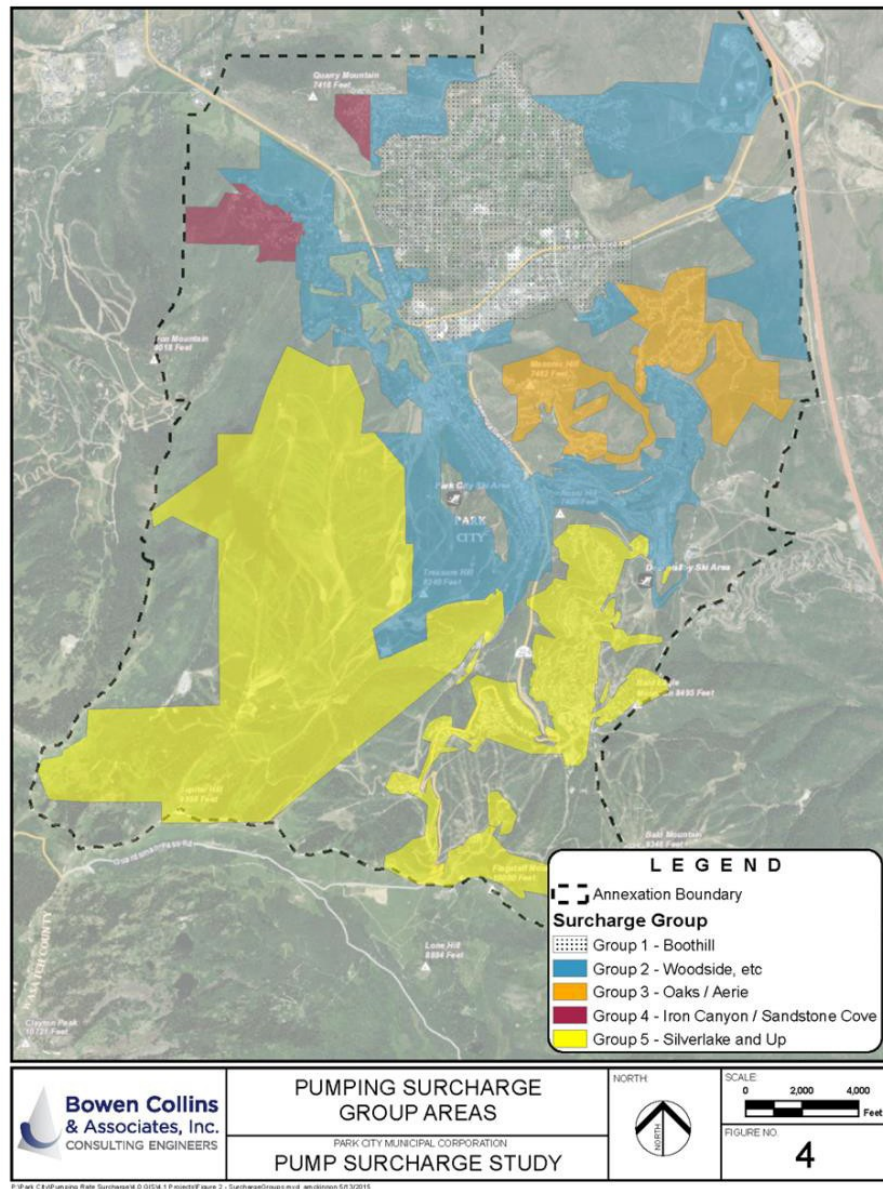
The City will honor the rates as they are set by a Council approved contract.

2.2.3 Energy Surcharge (For all water billed on or after July 1, 2020). All water billed under 2.2.2, except for paragraph 2.2.2.7 Contract Rules, shall be billed a location dependent Energy Surcharge, comprised of a Pumping Surcharge and an Efficiency Optimization Surcharge.

2.2.3.1. Surcharge Group

The following table and associated map identify an account's Surcharge Group Number. Conflicts between the map and the table will be resolved by reference to the table.

Surcharge Group No.	Surcharge Group	Pressure Zone Numbers Included in Group
1	Boothill	29
2	Woodside, etc	8,10,17,18,19,20,21,22,
		23,24,25,26,27,42,48,49,30,32
3	Oaks / Aerie	11,12,13,14,15,16
4	Iron Canyon / Sandstone Cove	28,31
5	Silver Lake and Up	1,37,2,3,4,5,6,7,
		34,38,39,40,41



2.2.3.2 Energy Surcharge

An Energy Surcharge shall be assessed by Surcharge Group and at a price per 1,000 gallons by as follows:

Group No	Pumping Surcharge	Energy Optimization Surcharge	Total Energy Surcharge
1	\$0.00	\$0.55	\$0.55
2	\$0.53	\$0.80	\$1.33
3	\$1.19	\$1.12	\$2.31
4	\$1.59	\$1.31	\$2.90
5	\$2.30	\$1.65	\$3.95

2.3 WATER VIOLATION PENALTIES

\$150.00	first violation
\$200.00	second violation
\$400.00	third violation
\$500.00	fourth violation
\$750.00	for the fifth violation and for each subsequent violation within that calendar year.

2.4 WATER SERVICE REINSTATEMENT FEE

The reinstatement fee shall be assessed at reconnection, based on the amount of time since the account was last active.

Time since last active	Amount
0-30 days	\$100.00
31-60 days	Two month's base rate as previously billed.
61-90 days or more	Three month's base rate as previously billed.

2.5 WATER METER TESTING FEE \$500.00 per test

2.6 WATER LABOR RATE \$50.00 per hour (rounded up to the nearest half hour)

2.7 WATER PARTS & SUPPLIES RATE Cost + 15% stocking fee

2.8 FIRE HYDRANT METER DEPOSIT FEE

2 Inch Meter	\$1,950.00
¾ Inch Meter	\$500.00
Fire hydrant wrench deposit fee	\$50.00
Meter Radio	\$200.00

2.9 RENTER DEPOSIT \$50.00

2.10 NON-MAILED SHUT-OFF NOTICE FEE \$75.00

2.11 IMPROPER WATER SHUT-OFF OR TURN ON \$250.00

2.12 STORMWATER FEE

2.12.1 An Equivalent Surface Unit or ESU \$6.66

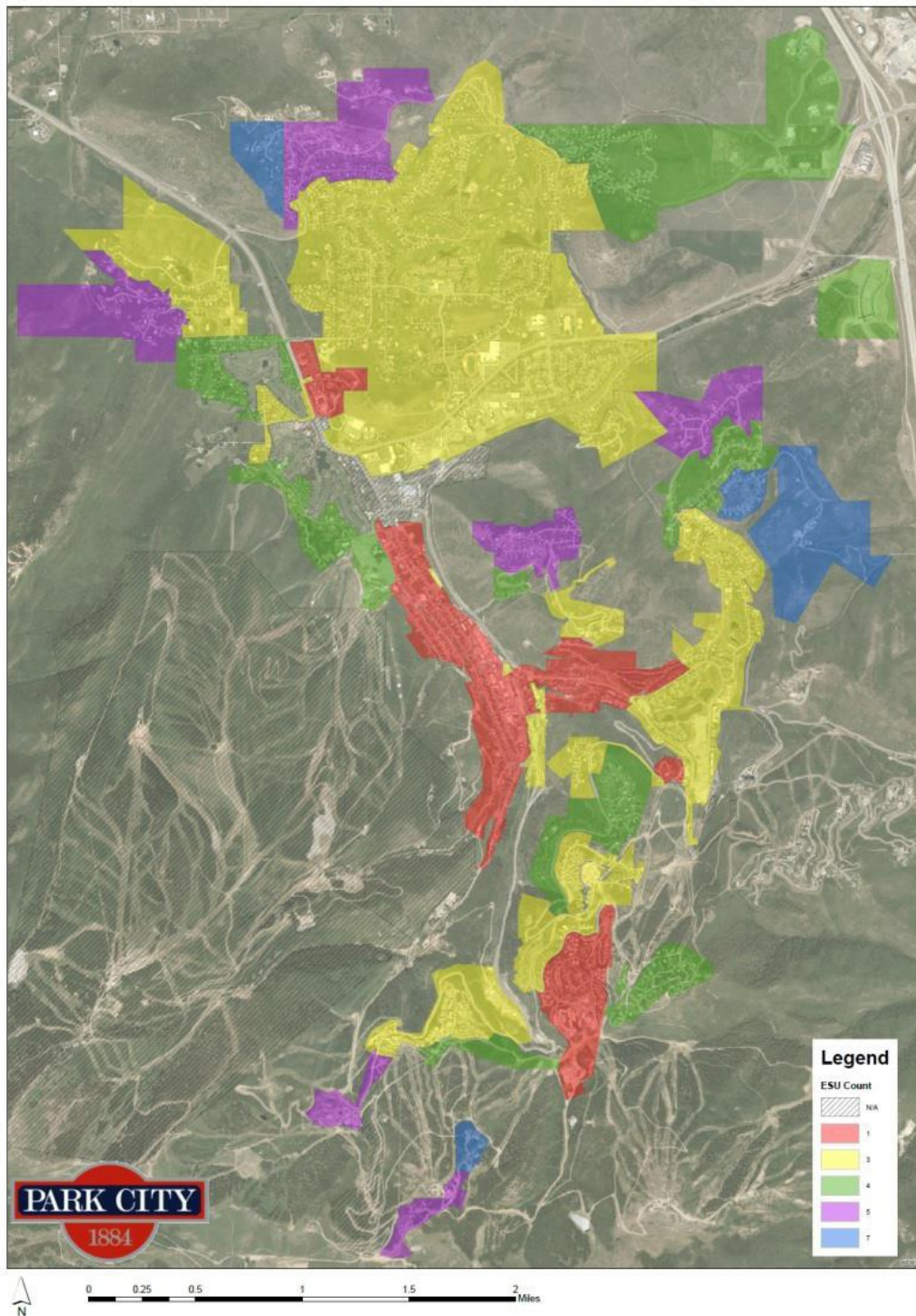
2.12.1.1 Green Infrastructure Reduction

After submittal of a complete application for a Green Infrastructure ESU reduction, an account may be eligible for a reduction of up to 20% of the ESU fee listed in 2.12.1.2.

2.12.2 Single Family Residential Initial Assignment

A Single Family Residential property shall be assigned an ESU number based the following map. The assignment may be changed based on an evaluation of an individual property.

Park City Stormwater Utility Map



The default Residential ESU Map was updated to reflect the construction that has occurred in Park City Heights. A new average in the Phase I decreases the default ESU count of 4 to a default of 2. All other zones remain the same.

2.12.3 Multi-Family Residential Initial Assignment

A Multi-Family Residential property shall be assigned 1 ESU per dwelling unit. This assignment may be changed based on an evaluation of an individual property.

SECTION 3. SPECIAL MEETINGS FEES

3.1 SPECIAL COUNCIL MEETING

\$270.00 for initial 30 minutes and
\$133.00 per 30 minutes thereafter

When a special council meeting (not regularly scheduled) must be called to accommodate an applicant for a license, permit or any other issue not requested by Council or staff, the applicant will be assessed a \$270 fee per application. If the meeting is longer than 30 minutes the applicant will be charged an additional \$133 per 30 minute increment thereafter.

3.2 TYPE 2 CSL SPECIAL MEETING

\$76.00 per applicant

SECTION 4. BUSINESS LICENSING

4.1- 4.5.

PARK CITY BUSINESS LICENSE FEE SCHEDULE									
Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee			
Rate	Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/ Inspections	Unit of Measure	
Ski Resort	\$0.26	Skier Day	\$0.01	Skier Day	-	\$22.00	\$149.00	License	
Lodging	\$19.25	Per Bedroom	\$9.49	Per Bedroom	-	\$17.00	\$149.00	License	
Restaurant	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	\$22.00	\$149.00	License	
Outdoor Dining	\$0.06	Per Sq. Ft.	\$0.03	Per Sq. Ft.	-	\$22.00	\$149.00	License	
Retail	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	\$22.00	\$149.00	License	
Large Retail (>12,000 sq. ft.)	\$0.16	Per Sq. Ft.	\$0.07	Per Sq. Ft.	-	\$22.00	\$149.00	License	

Transit Service Enhancement Fee			Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
Rate		Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renewals	Rate New/Inspections	Unit of Measure
Office, Service, Other	\$0.21	Per Sq. Ft.	\$0.01	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Warehouse	\$0.06	Per Sq. Ft.	\$0.00	Per Sq. Ft.	-	-	\$22.00	\$149.00	License
Resort and Amusement	\$1.04	Per User	\$0.05	Per User	-	-	\$22.00	\$149.00	License
For-Hire Ground Transportation Vehicles	\$37.50	Per Vehicle	\$1.75	Per Vehicle	\$45.58	Per Vehicle	\$71.83	\$71.83	License
Other Commercial Vehicles and Trailers	\$7.50	Per Vehicle	\$0.29	Per Vehicle	-	-	\$22.00	\$74.00	License
Employee Based	\$3.75	Per Employee	\$0.15	Per Employee	-	-	\$22.00	\$149.00	License
Commercial Vending, Game and Laundry Machines	\$18.75	Per Machine	\$0.73	Per Machine	-	-	\$22.00	\$149.00	License
Escort Services	\$3.75	Per Employee	\$0.15	Per Employee	\$46.19	Per Employee	\$22.00	\$149.00	License
Solicitor	\$10.50	Per Solicitor	\$2.50	Per Solicitor	-	-	\$74.00	\$74.00	License

	Transit Service Enhancement Fee		Festival Facilitation, Service Enhancement Fee		Enhanced Enforcement Fee		Administrative Fee		
	Rate	Unit of Measure	Rate	Unit of Measure	Rate	Unit of Measure	Rate Renew-als	Rate New/Inspections	Unit of Measure
Alcoholic Beverage/ Single Event Alcoholic Beverage	\$27.92	Per License	\$12.50	Per License	\$45.58	Per License	\$100.00	\$100.00	License
Type 1 CSL	\$0.23	Per Sq. Ft.	\$0.10	Per Sq. Ft.	-	-	-	\$149.00	License
Type 2 CSL	\$288.00	Per License	\$125.00	Per License	\$45.58	Per License	-	\$372.00	License
Type 3 CSL	-	-	-	-	-	-	-	\$149.00	License
Outdoor Sales	*In addition to regularly issued business license							\$5.00	License
Outdoor Sales-Promotion by Merchants Association	*In addition to regularly issued business license							\$4.00	License
Outdoor Sales-Seasonal Plants								\$50.00	License

SECTION 5. MISCELLANEOUS LAW ENFORCEMENT FEES.

5.1 Alarm Monitoring Fees

\$100.00 Cash deposit to be posted at time of installing each alarm system within the Park City limits.

\$ - 0 - First response within 6 months, no fee deducted from \$100.00 bond.

\$25.00 Second response to premise within 6 months, and for each subsequent response to said premise. [\$25 deducted from bond].

5.2 Direct Access Alarms

\$100.00 Per alarm connected through a direct access device, and not per alarm company, for the initial installation of the alarm.

\$50.00 Per year, per alarm for subsequent years or parts thereof.

~~5.3 Dispatching Fee~~

~~\$100.00 Per month for each private agency being dispatched from the City Communication Center.~~

5.3 Vehicle Impound Fee

\$20.00 Per vehicle, per impound (also see Section 7.7).

5.4 Contract Law Enforcement Services

Police Officer (per employee, per hour - four hour minimum) \$75.00

Holiday (per employee, per hour - four hour minimum) \$165.00

SECTION 6. GRAMA (Government Records Access and Management Act) FEES.

6.1 Copies. Copies made at a city facility: \$.10 per page*. Double-sided copies shall be charged as two pages. **For police records requests, see Section 6.6.*

6.2 Copies from outside copiers. The city reserves the right to send the documents out to be copied and the requestor shall pay the actual cost to copy the documents, including any fee charged for pick-up and delivery of the documents.

6.3 Copies retrieved from Utah State Archives or other storage facility. In addition to the copy fee, the requester must pay actual cost for staff time and mileage (computed using the current official federal standard mileage rate).

6.4 Compiling Documents in a form other than that normally maintained by the City, pursuant to U.C.A. 63G-2-203 (2016). In the event the City compiles a record in a form other than that normally maintained by the City, the actual costs under this section may include the following:

(2)(a)(i) the cost of staff time for compiling, formatting, manipulating, packaging, summarizing, or tailoring the record either into an organization or media to meet the person's request;

(ii) the cost of staff time for search, retrieval, and other direct administrative costs for complying with a request; and

(iii) in the case of fees for a record that is the result of computer output other than word processing, the actual incremental cost of providing the electronic services and products together with a reasonable portion of the costs associated with formatting or interfacing the information for particular users, and the administrative costs as set forth in Subsections (2)(a)(i) and (ii).

(b) An hourly charge under Subsection (2)(a) may not exceed the salary of the lowest paid employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request.

(c) Notwithstanding Subsections (2)(a) and (b), no charge may be made for the first quarterhour of staff time.

6.5 Fee Waiver for Public Benefit. The City may fulfill a record request without charge if it determines that: releasing the record primarily benefits the public rather than a person; the

individual requesting the record is the subject of the record, or an individual specified in U.C.A. Subsection 63G-2-202(1) or (2); or the requester's legal rights are directly implicated by the information in the record, and the requester is impecunious.

6.6 Requests for Police Records

- \$10.00 per police report/traffic accident report
- \$20.00 per CD (compact disc) of Video or Photographs
- \$5.00 per printed color photograph
- \$15.00 per fingerprinting request

SECTION 7. PARKING, METER RATES, VIOLATIONS, TOWING, AND IMPOUND FEES

7.1 Fines for meter violations are as follows:

First violation per registered owner(s): No fine or late fees. Vehicle license plate and/or VIN numbers will be logged into the system and a courtesy card issued to welcome to Main Street and educate user on the meter system.

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2019
\$35.00 from the date of violation until fourteen (14) days following the violation,
escalating to:
\$38.00 after 14 days;
\$41.00 after 30 days;
\$43.00 after 60 days

More than five (>5) violations per registered
owner(s):

Effective July 1, 2019
\$70.00 from the date of violation until fourteen (14) days following the violation,
escalating to:
\$77.00 after 14 days;
\$84.00 after 30 days;
\$88.00 after 60 days

7.2 Fines for mobility disabled space violations are as

follows: Effective July 1, 2019
\$270.00 from the date of violation until fourteen (14) days following the
violation,
escalating to:
\$297.00 after 14 days;
\$326.00 after 30 days;
\$344.00 after 60 days

7.3 Fines for special event parking violations. When enacted by the City Manager under Section 7.7, the fines for special event parking violations are as follows:

A. Egregious violations (i.e., obstructing traffic on Main Street or along bus routes) or mobility disabled space violations. \$150.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$165.00 after 14 days;
\$181.00 after 30 days;
\$189.00 after 60 days

B. Fines for all other special event parking violations.

Effective December 15, 2017

\$145.00 from the date of violation until fourteen (14) days following the violation

\$145.00 after 14 days;
\$145.00 after 30 days;
\$145.00 after 60 days

7.4 FINES FOR TIME LIMIT PARKING VIOLATIONS are as follows:

Effective July 1, 2019

\$35.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$38.00 after 14 days;
\$41.00 after 30 days;
\$43.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2019

\$35.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$38.00 after 14 days;
\$41.00 after 30 days;
\$43.00 after 60 days

More than five (>5) violations in the previous three years per registered owner(s):

Effective July 1, 2019

\$70.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$77.00 after 14 days;
\$84.00 after 30 days;
\$88.00 after 60 days

7.5 Fines for all other parking violations are as

follows: Effective July 1, 2019

\$40.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$44.00 after 14 days;
\$48.00 after 30 days;
\$50.00 after 60 days

Second thru Fifth (2nd - 5th) violation per registered owner(s):

Effective July 1, 2019

\$66.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$72.00 after 14 days;

\$79.00 after 30 days;

\$82.00 after 60 days

More than five (>5) violations per registered owner(s):

Effective July 1, 2019

\$66.00 from the date of violation until fourteen (14) days following the violation, escalating to:

\$72.00 after 14 days;

\$79.00 after 30 days;

\$82.00 after 60 days

7.6 Parking Permits.

China Bridge Parking Permits –Business Permit: Businesses with a Main Street area address and a valid business license are eligible to purchase a parking permit(s) valid for China Bridge and Gateway covered areas. The permit is not valid during major events. Alternative parking areas may be provided for these events. This permit allows parking beyond the 6 hour limit not to exceed 72 hours at one time in a parking space. Cost for this permit is \$400.00 annually, \$200.00 if purchased after April 1st of each calendar year. A replacement permit can be purchased for \$200.00 subject to approval by the Parking Manager.

Drop & Load Parking Permits - \$200 per vehicle annually, \$100 replacement permit
Ground Transportation, Lodging and TNC Companies with a valid business license per Title 4-8 and Title 9 are eligible to purchase a parking permit(s) valid for Drop and Load areas during timeframes, seasons, Special Events, and locations as approved by the Parking Manager and City Manager. Drop and Load parking permits may be transferable between vehicles.

7.7 Special Event Parking. The City Manager may implement Special Event Parking Permit Fees, Special Event Meter Rates and/or Special Event Parking Fines for events held under a Master Festival License. The fee for these Special Event Parking Permits and Special Event Meter Rates will not exceed \$60.00 per day.

7.8 Tow and Storage Fees. Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts as outlined in the Park City Police Department Towing Rate Schedule. Vehicles towed from City parking and stored in private lots are subject to Utah State allowed amounts as outlined in the Park City Police Department Towing Rate Schedule.

Vehicles relocated from/to City parking are subject to administrative/towing fees up to \$100.

7.9 Immobilization Fee \$35.00

7.10 Fees for Special Use of Public Parking are as follows:

Main Street, Heber Avenue, Park Avenue (Heber to 9th St): Daily rate of \$16.00
per space
Swede Alley: Daily rate of \$12.00
per space

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Sandridge, South City Park, Residential Permit Zones:	Monthly rate of \$20.00 per space
a. Up to two spaces for vehicle parking with approved and active building permit	\$0.00
b. Vehicle Permits	\$20.00 per space per month
c. Dumpster or Equipment Permit	\$50.00 per space per month

Pay station removal for construction:	\$1,000.00
Application Fee:	\$20.00

Applications are reviewed by appropriate divisions, such as Parking Services, Transportation, Police, Building Departments, and Special Events.

7.11 Garage and Surface Lot Parking Rates, Effective December 15, 2017:

Peak Season, December through April 15 and June through September

China Bridge:

11:00 a.m.- 6:00 p.m. – FREE, no hourly
max 6:00 p.m.-Midnight –
\$3.00/hour, no hourly max

Hourly rate may be modified, and may not exceed \$4.00/hour
Lost ticket fee will equal the maximum daily fee

Swede Alley, Flag Pole, & Bob Wells Plaza:

AM – FREE, 4 hour max
11:00 a.m.-5:00p.m. – FREE, 4 hour max
5:00 p.m.-Midnight – \$3.00/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$4.00/hour

North Marsac:

AM-5:00 p.m. – FREE, 24 hour max
5:00 p.m.-Midnight – \$1.00/hour, 24 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

Sandridge:

AM-5:00 p.m. – FREE, 72 hour max
5:00 p.m.-Midnight – FREE, 72 hour max

South Marsac:

AM-5:00 p.m. – FREE, 2 hour max
5:00 p.m.-Midnight – FREE, 2 hour max

West Heber, between Main Street and Park Avenue:

11:00 a.m.-5:00 p.m. – \$2.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$4.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$5.00/hour

Park Avenue:

6:00 a.m.-2:00 a.m. – FREE, 2 hour max

East Heber, between Main Street and Swede Alley:

6:00 a.m.-2:00 a.m. – Load Zone, 2 hour max.

Gateway top level:

FREE for Main Street permit holders

Non-Peak Season, April 15 through May and October through November

China Bridge:

11:00 a.m.-6:00 p.m. – FREE-No hourly max
6:00 p.m.-Midnight \$1.00/hour, no hourly max
Hourly rate may be modified, and may not exceed \$3.00/hour Lost
ticket fee will equal the maximum daily fee

Swede Alley, Flag Pole, & Bob Wells Plaza:

AM – FREE, 4 hour max
11:00 a.m.-5:00 p.m. – \$1.50/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$1.50/hour, 4 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

Sandridge/North Marsac:

AM-5:00 p.m. – FREE, no hourly max
5:00 p.m.-Midnight – FREE, no hourly max

7.12 Meter rates are as follows:

Effective December 15, 2017

Peak Season

AM – FREE, no hourly max
11:00 a.m.-5:00 p.m. – \$2.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

5:00 p.m.-Midnight – \$4.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$5.00/hour

Non-Peak Season

AM – FREE, no hourly max
11:00 a.m.-5:00 p.m. – \$1.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$1.50/hour

5:00 p.m.-Midnight – \$2.00/hour, 3 hour max
Hourly rate may be modified, and may not exceed \$3.00/hour

No less than one hour can be purchased with a credit card. For event rates, see Section 7.7.

Effective December 15, 2017 Tokens will no longer be an acceptable method of payment.

7.13 Meter payment by cell phone:

Users sign up for a free account. Meter rates in Section 7.12 apply; no less than one hour can be purchased. City pays the convenience fee charged by the service provider.

SECTION 8. RECREATION SERVICES AND FACILITY RENTAL FEES

8.1 PURPOSE AND PHILOSOPHY. Recreation Services, the Parks Department, Miners Hospital Community Center and the Library are supported primarily by tax dollars through the City's General Fund. The Golf Course has been established as an enterprise fund and should be primarily supported by revenues other than taxes. This policy applies to Recreation Services and the Golf Course Enterprise fund.

The purpose of this section is to establish a level of operations and maintenance cost recovery for programs, activities and facilities, and direction for establishing fees and charges for the use of and/or participation in the programs, activities and facilities offered by the Recreation Services, Golf Course, Library, and Miners Hospital Community Center.

It is the intent of the City to offer its Recreation Services programs, activities and facilities to the entire community. To help offset the cost of providing these services, and since the primary beneficiaries of these services are users, it is appropriate to charge fees that are adequate to fund operation of the facility in line with other like programs.

8.2 COST RECOVERY. It is the intent of the City to recover roughly 70% of the operations and maintenance expenses incurred by the Recreation Department and the Recreation Center and 100% of the operations and maintenance expenses incurred by the Golf Course through sources of revenue other than taxes. The City's cost recovery plan is described in detail in the City's budget document. User fees should not be considered the only source for accomplishing this objective. Revenues may also include:

Increases in program participation.

- Fees charged for non-recreational use of facilities (conventions/special events)
- Rental income
- New programs or activities
- Private sponsorship of programs or activities
- Public agency grants or contributions.

8.3. ESTABLISHING USER FEES. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council.

8.3.1 Area Resident Discount: Those people whose primary residence is within the Park City School District limits; are currently paying property tax within Park City School District limits; or are holding a valid Park City business license and leasing or renting office space within Park City are entitled to receive a discount on user fees for the Recreation Center and Golf Course.

8.3.2 Recreation Program Fees: The Recreation Department, the Recreation Center and the Golf Course offer a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated program costs. Fees are then published on the city's website. In most cases, fees will be kept commensurate with fees charged by others providing like service.

8.3.3 Fees for Non-Recreational Activities at the Recreation Center: The fees charged for non-recreational or special event use will be competitive with the marketplace providing the fees cover a minimum of: a) the costs involved in the production of the event; and, b) recovery of lost revenue.

The Recreation Center facility is principally for recreation. Non-recreation activities usually will be charged up to fifty percent (50%) more than the minimum. No fee waivers for non-recreational or special event use will be permitted. However, the City Council may authorize the City to pay all or a portion of the fee in accordance with the master festival ordinance provisions.

8.3.4 Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Golf Course Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

To establish and maintain the Council's objective of 70% cost recovery, the Regional Director will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action.

Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the Regional Director or the City Council.

8.3.5 Discounting Fees: The Recreation Director may, at their discretion, discount fees when:

- Offering special promotions designed to increase use.
- Trying to fill non-prime time.
- Introducing new programs or activities.
- Playing conditions are below standard due to weather or facility disrepair.

8.3.6 Fee Waivers: The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Recreation Director may, at his discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

8.3.7 Sliding Fee Scale: The purpose of this program is to provide both adult & youth residents of the Park City School District (PCSD) with the opportunity to apply for a reduced fee for certain recreation activities. The fee reduction is based on Summit County's Average Median Income (AMI) and the applicant's gross family income. The discounts range from 30 to 70% depending on Gross Family Income.

Park City Recreation Sliding Fee Schedule						
% of AMI	Family Size					
	One	Two	Three	Four	Five	Six
Below 30% AMI Receive 70% Discount	Less than \$24,000 Gross Income	Less than \$27,000 GI	Less than \$31,000 GI	Less than \$34,000 GI	Less than \$37,000 GI	Less than \$40,000 GI
31% to 50% AMI Receive 50% Discount	\$24,001 - \$40,000 GI	\$27,001- \$46,000 GI	\$31,001 - \$51,200	\$34,001 - \$57,000	\$37,001 - \$61,500	\$40,001 - \$66,000
51% to 70% AMI Receive 30% Discount	\$40,001 - \$55,900	\$46,001-\$63,800	\$51,201-\$71,700	\$57,001- \$79,700	\$61,501 - \$86,100	\$66,001 - \$92,500

8.4. RECREATION CENTER:

8.4.1 Recreation Center Fees

Punch Card Admission. For ease of administration and convenience to users, a punch card system has been established for Recreation Center programs and activities. The purchase of a punch card may result in a savings off the regular rate.

Punch Passes

Youth (3 to 17) 10 Punch
Adult 10 Punch
Senior & Military 10 Punch
Child Care 10 Punch (10 hrs.)

Resident

\$28.00
\$80.00
\$70.00
\$35.00

Visitor

\$40.00
\$100.00
\$80.00

Tennis Fees

Resident rate
Visitor rate

Hourly Court Fees

Indoor	Outdoor
\$32.00	\$12.00
\$44.00	\$16.00

Youth Clinics Pre-Registration

Red Ball: \$12/day
Orange: \$24/day
Green: \$24/day
Yellow: \$24/day
Peak: \$28/day

Youth Clinic Drop-In

Red: \$15
Orange: \$28
Green: \$28
Yellow: \$28
Peak: \$32

Other Tennis Fees

Private Lesson 1 Hour	\$80.00
Private Lesson 1/2 hour	\$44.00
Semi Private Lesson 1 hour (Per person)	\$42.00
Group of 3 (Per person)	\$32.00

Group of 4 (Per person)	\$27.00
Clinic drop-in fee 1 hour	\$17.00
Clinic drop-in fee 1.5 hours	\$26.00
Ball Machine per hour	\$12.00
Tennis Courts Non Athletic (Daily)	\$3,000.00

Pickleball Fees

Indoor Bubble Courts	\$16/hr
Outdoor Courts	\$12/hr
Per – hr. Clinic	\$12/hr
Monthly Clinic	\$45
Private Lesson 1 hour	\$45
Semi-Private Lesson 1 hour	\$30/pp

Daily Drop In

	Resident	Visitor
Toddlers 2 & Under	Free	Free
Youth (3 to 17)	\$3.00	\$6.00
Adult	\$9.00	\$15.00
Senior 65+ & Military	\$7.00	\$9.00

Insurance Drop In Class Fee	\$7.00
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Facility Passes: There are two types of facility passes one which includes all amenities except tennis & pickleball and the other which includes all amenities except group fitness, pickleball and tennis. Program fees are additional and are not included in pass fees.

Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$45	\$22	\$67
3 Month	\$125	\$60	\$185
6 Month	\$232	\$108	\$340
12 Month	\$433	\$192	\$625

Senior 65+ & Military Individual Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$40	\$22.00	\$62
3 Month	\$112	\$60.00	\$172
6 Month	\$205	\$108.00	\$313
12 Month	\$375	\$192.00	\$567

Couple Rate

Term	Facility Rate	Class Add On	Total
1 Month	\$82	\$38.00	\$120
3 Month	\$242	\$108.00	\$350
6 Month	\$393	\$182.00	\$575
12 Month	\$725	\$325.00	\$1,050

PC MARC Tennis Passes

Term	Single	Couple	Additional Family Member
1 Month	\$200.00	\$320.00	\$30.00
3 Month	\$475.00	\$760.00	\$60.00
6 Month	\$775.00	\$1,345.00	\$110.00
12 Month	\$1,210.00	\$2,150.00	\$225.00

Gymnasium	Hourly Resident	Hourly Visitor	Daily
Full Gym	\$65.00	\$125.00	
Half Gym	\$35.00	\$75.00	
Non Athletic			\$1,400.00

Fitness Studios	\$65.00 (for profit)	\$125.00 (for profit)
	\$35.00 (non-profit)	\$75.00 (non-profit)

Other Fees

Visitor 10 Punch Card	\$100.00
Child Care Per Hr.	\$4.00
Non-Contact Personal Training	\$60 per day
Personal Training Daily Fee	\$25 per session
Personal Training Monthly Fee	\$400 per month
Personal Training Annual Fee	\$4,000 per year
Birthday Party	\$150.00
Party Room per hour	\$50.00
Pool Per Hour	\$100 plus guards
Lap Pool Per Lane	\$25 per lane per hour

8.5 GOLF FEES. The Park City Municipal Golf Course is an 18-hole course and 6,743 yards in length. The fees listed below are established fees, however they may be altered for certain types of tournament play. To receive a resident discount, the recreation card (which must have a City resident designation) must be presented to the golf starter. Season passes are available only to those who possess a locals card. Playing conditions on the course may vary due to weather constraints, particularly early and late in the season. The Golf Manager may, at his discretion, discount the established fees to encourage use of the course when playing conditions are less than optimum.

Regular Season- Memorial Day through September
Off-Season- Pre-Memorial Day, October and November

Resident Season Pass	\$1110.00
Junior Pass	\$425.00
Jr./Sr. Punch Pass	\$350.00
Non-Resident Sr. Punch Pass	\$390.00
Corporate Pass	\$3,000.00
Resident 18 Hole	\$39.00
Resident 18 Hole with Cart	\$55.00
Utah Resident 18 Hole	\$48.00
Utah Resident 18 Hole with Cart	\$64.00
Non-Resident 18 Hole	\$55.00
Non-Resident 18 Hole with Cart	\$71.00

Resident 9 Hole	\$19.50
Resident 9 Hole with Cart	\$27.50
Utah Resident 9 Hole	\$24.00
Utah Resident 9 Hole with Cart	\$32.00
Non-Resident 9 Hole	\$27.50
Non-Resident 9 Hole with Cart	\$35.50
Resident Off-Season 18 Hole	\$28.00
Non-Resident Off-Season 18 Hole	\$32.00
Small Range Bucket	\$5.00
Large Range Bucket	\$10.00
Rental Clubs for 18 Holes (includes 6 golf balls)	\$50.00
Rental Clubs for 9 Holes (includes 3 golf balls)	\$25.00

8.6. LIBRARY FEES. The Park City Library Board routinely reviews non-resident fee options and recommends changes. Library services, which are funded by the General Fund, are provided without charge to property owners, residents, and renters within the City's boundaries. Non-resident card fees are charged to those who request borrowing privileges but live outside the City's taxing area. On September 8, 2002, the Library Board voted to change the fee charged to some non-resident library users.

Non-Resident Card Fees

Household	\$40.00 per year
Non-Resident Card Fees - Household (6 months)	\$20.00
Students residing in Summit County	Free
Educators in Park City School District	Free
Interlibrary Loans	\$1.00 charge per item

8.7. CEMETERY FEES. Anyone owning property, currently residing, or having resided in Park City for a period of more than ten years consecutively, is eligible to purchase cemetery property or may be buried in the Park City Cemetery. All cemetery plots will be sold on a first-come, first-served basis. The same criteria above are used for the rights to purchase a plaque space on the Memorial Walls in the Cemetery.

	<u>Resident Fees</u>	<u>Eligible Non-Resident Fees</u>
Single adult grave	\$300.00	\$600.00
Single infant grave	\$150.00	\$300.00
Opening and closing adult grave	\$600.00	\$600.00
Opening and closing infant grave	\$360.00	\$360.00
Removal of adult from one grave to another within cemetery	\$960.00	\$960.00
Removal of infant from one grave to another within cemetery	\$720.00	\$720.00
Removal of adult for interment outside cemetery	\$1,000	\$1,000
Removal of infant for interment outside cemetery	\$360.00	\$360.00

Schil for flower beds/grave	N/A	N/A
Additional charge for after hour burials including Saturdays, holidays, weekends	\$200.00	\$300.00
Interment of cremated remains	\$70.00	\$140.00
Monument grave marker maintenance	\$100.00	\$100.00
Memorial Wall plaque space	\$250.00	\$500.00

8.7.1. Cemetery Fee Waivers. Any or all of the fees associated with the operation of the Park City Cemetery may be waived by the Cemetery Sexton, however such consideration is focused on persons who provided exceptional community service or residents with proven financial hardship. Grave sites, located in the "veterans section" for Park City veterans, firemen and police officers will be provided free of charge, as well as fees for cemetery services. Family members wishing to be buried in this section of the cemetery will be charged for lots and services.

8.8. PARK PAVILLION RENTAL FEES. It is not mandatory that a fee be paid for the use of a park pavilion. However, those persons having reserved a pavilion and paid the reservation fee shall have the exclusive use to use that pavilion over others. Reservation fees for park pavilion use are as follows:

<u>Rotary and South-End of City Park Pavilions</u>	<u>Half Day</u>	<u>Full Day</u>
Residents within Park City School District	\$ 60.00	\$90
Non-residents/commercial +\$100 refundable cleaning deposit	\$125.00+	\$200.00+

8.9. MINERS HOSPITAL COMMUNITY CENTER FEES. This facility is located at 1354 Park Avenue. Reservation fees for use of the Miners Hospital Community Center are as follows:

- Group 1: Activities which are free and open to the public, or educational/informational.
- Group 2: Activities which are open for public participation but charge a fee for participation such as fundraisers, conferences or other promotional events.
- Group 3: Activities which are closed to the public such as private receptions, conferences or parties.
- Group 4: Activities which are held between the hours of 6:00 p.m. and 8:00 a.m.

Location	Group 1	Group 2	Group 3	Group 4
Miners Hospital 1 st Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour
Miners Hospital 2 nd Floor	Free	\$18/Hour	\$23/Hour	\$30/Hour

Miners Hospital 3 rd Floor	Free	\$15/Hour	\$20/Hour	\$25/Hour
Miners Hospital Basement	Free	\$15/Hour	\$20/Hour	\$25/Hour

Cancellation Policies for entire building reservations:

For two hour reservations, a \$25.00 handling fee will be charged for cancellations received less than one week prior to rental.

For half-day reservations, a \$50.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

For whole day reservations, a \$75.00 handling fee will be charged for cancellations received less than two weeks prior to rental.

Notes:

**a \$50.00 damage/cleaning deposit is required on all whole day rentals, refundable if the facility is left in satisfactory condition; full payment of all fees is due two weeks prior to the facility rental.

***a \$300.00 damage/cleaning deposit is required on all special events rentals, \$275 is refundable if the facility is left in satisfactory condition; full payment of all fees for special events is due 30 days prior to the date of the event.

8.10. PARK CITY LIBRARY ROOM RENTAL RATES

Park City Library Rooms are located at 1255 Park Avenue. The rates for the spaces are as follows:

- Group 1: Activities which are free and open to the public during library hours. Groups such as book clubs, support groups, government institutions, Library/City partners, HOAs, and other affiliated community organizations, as approved by the Library Director.
- Group 2: Activities during Library hours which are open for public participation but charge a fee for entry or activities which are closed to the public.
- Group 3: Activities which are outside of Library operating hours or promote or solicit business. This includes businesses that offer initial free services/consultations /presentations, and then later charge a fee or contact attendees
- Non-Profits: Receive one free contiguous rental of up to four hours per month, which may be split between multiple rooms within the Library's operational hours.

Location	Room	Occ.	Group 1	Group 2	Group 3	Non-Cleaning Fine
Library 1 st Floor	Entry Hall	43	Unavailable	Unavailable	\$300/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Entry Hall Patio	90	Unavailable	Unavailable	\$400/Hour (Unavailable during library hours)	\$20/hour, \$40 minimum
Library 1 st Floor	Public Meeting Room 101	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	Study Rooms 1 - 8	3 - 6	Free	Unavailable	Free (Unavailable outside library hours)	\$20/hour, \$40 minimum
Library 2 nd Floor	Meeting Room 201	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	North Conference Room	12	Free	\$20/Hour	\$40/Hour	\$20/hour, \$40 minimum
Library 2 nd Floor	South Conference Room	12	Free	\$20/Hour	\$40 (unavailable outside Library hours)	\$20/hour, \$40 minimum
Library 3 rd Floor	Public Meeting Room 301	34	Free	\$25/Hour	\$50/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Jim Santy Auditorium	516	Free	\$95/Hour	\$200/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Community Room	85	Free	\$75/Hour	\$150/Hour	\$20/hour, \$40 minimum
Library 3 rd Floor	Kitchen	10	Free	\$30	\$40	\$20/hour, \$40 minimum

Santy Technology Fees:

Projection Fees: Users have two options for projection.

1 - Users may use the in-house technology at no additional cost. Users are responsible for scheduling a training to learn to use the equipment and facilitate use during their rental. Training must be scheduled at least one week prior to the rental

date(s).

2 - Users may rent the Projection Booth and have a trained projectionist manage technology needs. The Projection Booth rents for \$500 per event rental (\$250 for Non-Profits), with a hired projectionist approved by the Park City Library. Projectionists have their own fee scale; Users pay projectionists directly. A list of approved projectionists is available upon request.

Lighting Fees: Stage lighting may be rented when approved by the Library Director or his/her designee. Any change in the direction of lighting must be made by a pre-approved vendor at the expense of the User. The User shall pay the vendor directly. Lighting must be returned to the original direction before vacating the rental. The Projection Booth and a projectionist must be reserved to utilize lighting.

Notes:

1. Advance reservations and standard lease agreement required, tenants included.
2. It is the responsibility of the User to review the *Park City Library Room Use and Rental Policy*.
3. Special parking arrangements may be required for events for more than 250 participants and guests.
4. All rates are subject to change without notice.
5. All deposits and fees are to be paid in advance.
6. Rental rates for auditorium equipment are calculated separately.
7. The City intends that no resident under 18 years old or over age 65 be denied the use of any program, activity or facility for reasons of financial hardship. The Library Director may, at her discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

SECTION 9. ICE ARENA AND FIELDS RENTAL FEE SCHEDULE.

9.1. Establishing User Fees. Fees shall be set at a level which ensures program quality and meets the objectives of the City Council. Area rates apply to residents of Park City, Summit County and Wasatch County. Outside rates apply to requests outside Summit and Wasatch Counties.

Field Fees

Additional Restroom Cleaning \$30.00 per clean

<u>Ice Arena Admission Fees</u>	<u>Local Area Rates</u>	<u>Outside Area Rates</u>
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Youth = Ages 6-17; Adult = 18 and over

Youth Resident Rate Honored for all Seniors (65+) and Military

Public Skate – 5 years & under	Free	Free
Public Skate – youth & adult	\$6.00	\$10.00
Cheap Skate (includes skate rental)	\$6.00	\$10.00
Group Rates (20+) includes skate rental	\$6.00	\$10.00
School Rate – includes skate rental	\$6.00	\$10.00
Skate Rental	\$4.00	\$4.00
Drop-in Hockey - youth	\$9.00	\$9.00
Drop-in Hockey - adult	\$10.00	\$10.00
Coached Drop-in Hockey	\$13.00	\$13.00

Freestyle	\$9.00	\$9.00
Drop-in Curling	\$25.00	\$25.00
Drop-in Broomball	\$25.00	\$25.00
Drop-in Skating Class	\$15.00	\$15.00

Off-Ice Programming:		
Strength & Conditioning, Ballet, Skate Treadmill	\$11.50	\$11.50
Visiting Coach Fee	\$16.00	\$16.00
Curling Instructor Fee	\$50/per hour/per instructor	

10 Session Punch Cards

Punch cards may be available for some activities or products.

Annual Passes

Bronze (Public Skate): (Includes Skate Rental)	\$300
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Hourly Ice

Tax Exempt User Groups*/Employees	\$200
Local Rate (Summit or Wasatch County Resident)	\$225
Non-Resident, Not-for-Profit	\$250
Camp	\$300
For-profit	\$375

**User Groups are defined as local, organized programs who regularly rent ice from the arena and who provide a certificate of insurance listing PCMC as additionally insured and are a 501(c)3 organization. (minimum 50 hours per season).

Room Rental

Multi-purpose Rooms	\$40/hr. (per room)
User Groups can use the Party Room for 24 hours at no cost, but rooms must be booked in advance.	

Birthday Parties

Basic Package	\$175
Super Star Birthday Package	\$300
Instructor	\$50/per 30 minutes

Equipment (per hour)

Broomball	\$50
Curling	\$50/hour/lane

Event Fees

Rentals 1-50 people	\$50
Rentals 51-100 people	\$100
Rentals 101+ people	\$200
Bleachers	\$200/day
Catering Fee	\$150
Scheduling Impact Fee	\$150

Skate Services

Fees listed below are for services requested for 24 hours or more. An additional fee may be paid for services requested within 24 hours. Punch cards available for overnight services only. There is no discount for skate sharpening punch cards, they are available for convenience. Pre-payment is required for all skate sharpening.

Hockey Skate Sharpening	\$8.50
Figure Skate Sharpening	\$10.00
Custom Radius	\$30.00
Figure Skate Sealing	\$30.00
Rivets Replacements	\$2.50 (ea.)
Figure Skate Blade Mounting (per pair)	\$25.00
Skate Fitting (without purchase)	\$20.00

<u>Locker Rental (Annual Fee)</u>	<u>First Floor</u>	<u>Second Floor</u>
Regular Locker	\$180	\$130
Large Locker	\$210	\$160

Gate Fees

The Park City Ice Arena will take 25% of any gate fees collected for an event.

Advertising Fees and Sponsorship Fees

Dasher Board Ads	\$1,600
Wall Banners	\$2,500
Glass Decals	\$400
Program Sponsorship	Varies by program
Information Screen	\$150/month

9.2. Recreation Program Fees: The Park City Ice Arena offers a variety of organized programs and activities. Due to the fluctuations in the number of participants and frequent changes in circumstances, program fees are established on a program-by-program basis by dividing the number of projected participants by the estimated program costs.

9.3. Fee Increases: Recommendations for fee increases may be made on an annual basis. The City will pursue frequent small increases as opposed to infrequent large ones. Staff will be required to provide an annual review and analysis of the financial posture of the Ice Arena Fund along with justification for any recommended increase. When establishing fees, the City will consider rates charged by other public and private providers as well as the ability of the users to pay.

The City Manager will have the authority to annually increase fees up to \$.50 or 10%, whichever is greater. Any requested increase over that amount will require Council action. Fee increases will take place only if they are necessary to achieve the City Council's objective and maintain program quality, and only with the authorization of the City Manager or the City Council.

9.4. Discounting Fees: The Ice Arena Manager may discount fees when:

- a. Offering special promotions designed to increase use.
- b. Trying to fill non-prime time.
- c. Introducing new programs or activities.
- d. Playing conditions are below standard due to weather or facility disrepair.

9.5. Fee Waivers: The City intends that no resident under 18 years old or over age 65 be

denied the use of any program, activity or facility for reasons of financial hardship. The Ice Arena Manager may, at their discretion, waive all or a portion of a fee, or may arrange offsetting volunteer work for anyone demonstrating an inability to pay for services.

The Ice Arena is pleased to offer the Fee Reduction program as a means for individuals to apply for reduced costs associated with our youth programs. Not all programs are eligible for fee reduction. Applicants must be residents of Summit or Wasatch Counties. Program fees may be discounted up to 75% off for students in the Park City School District who qualify for free or reduced lunch. Fees may be discounted for specified activities based on an individual's Average Median Income (AMI). Families qualifying for Fee Reduction may receive Public Skate admission and Skate Rental for a combined \$3.00 per person.

- 9.6 **Establishing Fields User Fees:** Fees shall be set at a level which ensures field quality and meets the objectives of the City Council. Resident rates apply to residents of Park City School District. Visitor rates apply to requests outside of the Park City School District Boundaries. In order to receive the resident rate a minimum of 75% of the participants must be residents of the Park City School District. A service charge of 2% will be applied to credit card charges over \$5,000.

FULL COMPLEX RATES						
	FULL DAY VISITOR	FULL DAY RESIDENT	HR/FIELD VISITOR	HR/FIELD RESIDENT	VISITOR TOTAL	RESIDENT TOTAL
PCSC Stadium SB	\$500	\$200	\$100	\$50		
PCSC Stadium SOC	\$500	\$200	\$100	\$50		
PCSC multipurpose	\$375	\$200	\$100	\$50	\$1,600	\$1,000
PCSC Sportexe	\$1,000	\$500	\$200	\$100		
PCHS BB	\$375	\$100	\$75	\$50		
PCHS SB	\$375	\$100	\$75	\$50		
PCHS LL	\$375	\$100	\$75	\$50	\$800	\$575
North 40 North	\$375	\$250	\$100	\$50		
North 40 South	\$375	\$250	\$100	\$50		
					\$500	\$350
City Park	\$375	\$250	\$100	\$50	\$375	\$250
PCHS Dozier	\$1,000	\$500	\$200	\$100	\$1,000	\$500
TMJHS	\$375	\$100	\$75	\$50	\$800	\$575
Stakeholder Fee						\$250 per team per season youth

Non-exclusive Use of Outdoor Recreation Facilities

	Per Day	Season
Resident	\$50	\$300
Non-Resident	\$75	\$500
Commercial	\$65	

Volleyball Court Fees (per court)	\$30.00/hr. Res. \$50.00/hr. NonRes
	\$120.00/day Res \$200.00/day NonRes
(2 courts)	\$200.00/day Res \$300.00/day NonRes
Stakeholder Fee	\$300.00/team/season – adult
Tennis & Pickleball Courts	\$12.00/hr.
Additional Restroom Cleaning	\$30.00 per clean
Additional Field Prep (Softball/Baseball)	\$95.00 per field
Special Field Prep (Low grass Cut)	\$1,000.00 per field
Field Set Up (Lacrosse, Soccer, Football)	\$383.00 per field
Field Lights - PCSC & City Park	\$20.00 per hr.
Baseball Fence	\$45.00 per field
Outfield Vinyl Fencing per field per week of use	\$337.00

SECTION 10. MISCELLANEOUS FEES. The following fees are set to insure cost recovery and use fees for additional City services associated with but not limited to Special Event Permits and approved filming activity

10.1 <u>Fee for in lieu of providing public parking</u>	\$40,000.00 per stall
10.2 <u>Returned Check Charge:</u>	\$25.00
10.3 <u>News Rack Application and Permit</u>	\$50.00 per application \$75.00 per three-year permit
10.4 <u>Bleachers</u>	
Bleacher Rental (per bleacher, per day)	\$80.00
Bleacher Delivery and Pick Up (per event, all bleachers)	\$108.00
10.5 <u>Banner Installation</u>	
Street Banner Installation-entire Main	\$859.00
Street Banner Installation-every other Main	\$687.00
Street Banner Installation-every 3rd	\$515.00
Street banner Installation- Roundabout	\$346.65
Street Banner Installation- Kearns	\$2,013.00
(Includes state permit, barricades and signage, required during install)	
Street Banner Removal- Kearns	\$1515.00
10.6 <u>Parks Clean Up, Labor and Equipment</u>	
Pressure Washing (per hour, incl. operator)	\$75.05
Pavilion Cleaning	\$150.00
Trash Removal	\$33.90
(public property only - not provided for private property)	
Extra Trash Cans	\$10.00
Trash Bags	\$2.10
10.7 <u>Public Safety</u>	
Police Officer (per employee, per hour - four hour minimum)	\$75.00 Holiday
(per employee, per hour - four hour minimum)	\$165.00
Mobile Command Trailer (Placement, Day One, Removal)	\$250.00
Mobile Command Trailer (each additional day)	\$100.00
10.8 <u>Parking Reservation Fees (Parking Department)</u>	

Application Fee	\$22.25
Main Street, Heber Avenue, Park Avenue (Heber to 9th St)	\$20.00
Swede Alley Parking Space (per space, per day)	\$13.25
<u>10.9 Barricades (cost per barricade)</u>	
Crowd Control Barricades	\$5.90
Portable Electronic Sign/Message Board (per day)	\$151.20
Temporary Signs (each)	\$18.50
Street Barricades (per day)	\$1.40
<u>10.10 Dumpsters</u>	
8 Yard (delivery + haul off fee)	\$210.00
30 yard (delivery + haul off fee)	\$210.00
Landfill fee for 30 yard dumpster (per ton)	\$35.00
<u>10.12 Streets Equipment and Materials Equipment (2</u>	
hour min. - billable rate is portal to portal, cost includes operator, fuel, maintenance)	
Large Loader (per hour, 1 staff)	\$103.20
Small Loader (per hour, 1 staff)	\$71.95
Street Mechanical Sweeper (per hour, 1 staff)	\$150.60
Unimog with Snow Blower (per hour, 1 staff)	\$180.20
Unimog Snowplow (per hour, 1 staff)	\$88.35
Loader with Blower (per hour, 1 staff)	\$218.65
1 Ton Truck with dump (per hour, 1 staff)	\$54.15
2 Ton Truck with dump (per hour, 1 staff)	\$86.55
Bucket Truck (per hour, 2 staff)	\$117.65
Skid Steer (Cat 262 - per hour, 1 staff)	\$55.90
Add Grinder	\$7.60
Add Snow Blower	\$6.35
Backhoe (per hour, 2 staff)	\$98.75
Air Compressor (per hour, 1 staff)	\$42.00
Graffiti Truck (per hour, 1 staff)	\$75.05
<u>10.13 Materials</u>	
Salt (per ton)	\$45.00
Road base (per ton)	\$18.00
Sand (per ton)	\$16.00
Cold Patch (per ton)	\$90.70
Hot Mix (per ton)	\$66.95
<u>10.14 Personnel (total compensation per employee, per hour, during regular business hours)</u>	
Parks Department (PCMC Parks employee)	\$38.50
Streets Department (Streets employee)	\$38.50
Special Events Department (staff)	\$42.25
Cleaning Labor –	\$35.00
restrooms, buildings and other (contract labor)	
<u>10.15 Special Event Application Fee (Processing and Analysis)</u>	
Level Five Event	\$640.00
Level Four Event	\$320.00
Level Three Event	\$160.00

Level Two Event	\$ 80.00
Level One Event	\$ 40.00
First Amendment Event	\$ 40.00
Film Permit Application Fee	\$ 80.00

As according to section 4-8-9, Fee Reduction requests for Special Events will be reviewed twice a year. All event fee reduction requests must be submitted to the Special Events Department prior to the application deadlines:

- (1) October 1st – Events occurring between January 1st and June 30th.
- (2) April 1st – Events occurring between July 1st and December 31st.

Fee reduction applications received outside of the normal application process may be considered for reductions but must demonstrate an immediate need for reduction and provide justification as to why the application was not filled within the specified deadline.

10.16 Public Parking Lot Use Rates for approved Events:

All lot fees are for approved permitted Special Events only. Regular parking rates apply at all other times.

Brew Pub Lot – Upper Lot	\$240.00 per day
Brew Pub Lot – Lower Lot	\$105.00 per day
North Marsac Lot	\$ 50.00 per day
Swede Alley Surface Lot	\$ 50.00 per day
Swede Alley Wall Lot	\$ 50.00 per day
Flag Pole Lot	\$ 50.00 per day
Sandridge lot – Upper/Lower	\$ 50.00 per day/ per lot
Quinn's Sports Parking Lots 1, 2, 3	\$ 50.00 per day/ per lot
Mawhinney Parking Lot	\$ 50.00 per day
Library Parking Lot – Partial Use Only	\$ 50.00 per day

10.17 Trail Use Fees

Trail Use Fee and Deposit Schedule

ACTIVITY	NUMBERS	LOCAL NON-PROFIT	OUT OF AREA NON-PROFIT	LOCAL PROFIT	OUT OF AREA PROFIT
Mountain Biking	30-350	1% x \$150 x number of participants	2% x \$150 x number of participants	1.5% x \$150 x number of participants	3% x \$150 x number of participants
Cross Country Skiing*	30-350	.5% x \$150 x number of participants	1% x \$150 x number of participants	1% x \$150 x number of participants	1.5% x \$150 x number of participants
Triathlon*	30-350	1.5% x \$150 x number of participants	2.5% x \$150 x number of participants	2% x \$150 x number of participants	3.5% x \$150 x number of participants

Running/Walking/Snowshoe*	30-500	.5% x \$150 x number of participants	1% x \$150 x number of participants	1% x \$150 x number of participants	1.5% x \$150 x number of participants
Other (Events that may propose significant impacts to the system)	TBD	TBD	TBD	TBD	TBD

If Council approves additional participation above a capped quota of participants, add \$2.00/participant in addition to fees provided below.

*All winter events that propose to use the winter trails system may be subject to a grooming fees of \$30.00/hr. This fee may include pre-event preparation of the trails and post event maintenance of the trails.

10.18 Credit Card Transaction Fees

Effective July 1, 2019, there will be a 2.00% service fee for all non-utility credit card payments equal to or greater than \$5,000.

SECTION 11. MUNICIPAL ELECTION FEES

11.1 Fees for municipal elections are as follows:

\$150.00 Mayoral filing fee*

\$100.00 Council filing fee*

*Fees are waived for candidates who prefer to collect 100 signatures of Park City registered voters.

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: John Robertson

Submitting Department: Engineering

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve Ordinance 2021-50, an Ordinance Amending Title 14, Trees/Landscaping; Streets, Sidewalks and Stairs; Streetcuts; Snow Removal; Street Address System; News Racks by Adding Chapter 14-7, Small Wireless Facilities in the Public Right of Way of the Municipal Code of Park City; and Approving the Master License Agreement, Design Standards, and Permit Application. for the Installation of Small Wireless Facilities in City Rights-of-Way
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Small Wireless Facilities Staff Report](#)

[Exhibit A: Small Wireless Facilities Ordinance](#)

[Exhibit B: Draft Master License Agreement](#)

[Exhibit C: Draft Small Wireless Design Standards](#)

[Exhibit D: Draft Small Wireless Facility Permit Application](#)



City Council Staff Report

Subject: Small Wireless Facilities
Author: John Robertson, City Engineer
Tom Daley, Deputy City Attorney
Department: Engineering
Date: December 16, 2021
Type of Item: New Business

Recommendation

Staff recommends City Council review the proposed ordinance, master license agreement, design standards, and application for the placement of small wireless facilities (SWF) by wireless providers in the public right of way.

Staff recommends City Council receive public comment regarding the proposed ordinance and the other documents described above and, after consideration, approve Ordinance No. 2021-50.

Please note the sections of the design standards (DS) related to the historic district (HD) are not before council at this time. Several providers have expressed an interest in working with the City to finalize standards in the HD that meet the providers needs' while maintaining and not detracting from the aesthetic of the HD and are consistent with previous City Council comments and discussion. The design standards will be brought back to Council to approve an amendment to include standards related to the HD.

Executive Summary

Applications for the placement of SWF within the City right of way were received from one provider. In order to maximize PCMC's control over the placement and respond to public health concerns, public safety, aesthetic concerns and property values, it is necessary to adopt governing documents.

The documents were prepared in response to the passage of 2018 Senate Bill 189, Small Wireless Facilities Deployment Act (Act), which allows the placement of SWF by providers within a city's right of way. The Act preempts local jurisdictions' ability to prohibit SWF but does allow municipalities to establish a permitting process for deployment under certain conditions. PCMC staff prepared documents to impose conditions on SWF providers, to the extent allowed by federal and state law, and to ensure that the permitting and placement of SWF is done according to the Act while maintaining PCMC standards.

Two work sessions were conducted with City Council. The documents for consideration reflect the requirements of the Act and are informed by the input received during the work sessions, as well as information gathered from other governmental agencies and providers. PCMC staff also consulted with outside legal counsel who specializes in SWF matters throughout the country.

In addition to the work sessions, the Planning Department presented the draft design standards to the Historic Preservation Board (HBP) and received requests related to additional details for the design standards, suggestions regarding location of the structures on city-owned property, and allowance of artwork on ground mounted utility boxes. Language was also added to the

design standards to permit PCMC to conduct random testing of SWF to confirm that the levels of radio frequency (RF) conform with the FCC guidelines for general public exposure.

Staff has met with several providers and design consultants regarding the challenges of placing the SWF within the HD. Future meetings are planned to discuss available options and/or designs that meet the needs of the providers while maintaining the existing unique aesthetic found along Main Street and within the historic district. Staff will then return to council to present the balance of the design standards related to the HD for approval.

Background

The passage of Senate Bill 189 “Small Wireless Facilities Deployment Act by the Utah State Legislature in 2018 provides for the placement of SWF within a city’s public right of way subject to the city’s zoning regulation and administrative review. SWF are generally installed on new or existing utility poles but can also be attached to buildings.

Fifth-generation (5G) wireless utilizes a complex web of “small cells,” aka SWF. These SWF are sometimes advertised as being “the size of a backpack,” although they are often larger (the claimed size is only the size of the antenna and does not count associated infrastructure such as electrical and fiber connections). Utilizing high frequency radio waves, each SWF can send and receive a large amount of data over a short distance. Each SWF is in turn connected to an underground fiber connection, a wireless tower, or another small cell.

These SWF are often “collocated” on an existing utility pole or other such structure in the public right-of-way. In practice, the wireless providers typically remove an existing street light or sign and replace it with a similar structure that has a 5G antenna attached to the top in addition to other infrastructure located in the pole base. The antennae may be obvious or “concealed.”

In 2018, Congress became concerned that American companies were losing the “Race to 5G.” Specifically, Congress was concerned that China and South Korea would be first to perfect large-scale 5G technology and become the world leaders in 5G technology and installations. Local zoning laws were seen as a significant impediment to 5G deployment in the United States.

Accordingly, in 2018 the FCC published an order, which is in part binding regulations and part advisory opinion, reinterpreting the Federal Telecommunications Act (TCA) of 1997 in light of 5G technology. The TCA already prevented local jurisdictions from zoning in a way that “has the effect of prohibiting the provision of personal wireless services.” The TCA also precluded local jurisdictions from regulating “on the basis of the environmental effects of radio frequency emissions” (i.e. health effects of radio waves). Amongst other things, the new FCC order reversed some decisions interpreting the TCA that were friendly to local jurisdictions and tightened up the TCA’s “shot clocks,” i.e. the time period during which a local jurisdiction must process applications for installation of wireless facilities. Under the order, a local jurisdiction cannot “materially inhibit” the provision of wireless services.

As mentioned above, the Utah legislature responded with 2018 Utah Senate Bill 189 (now codified as Utah Code Section 54-21-101 et seq.). SB 189 purports to implement the FCC order at the state level, but it takes things a step farther. It severely limits a local jurisdiction’s ability to regulate the placement of SWF within the public right-of-way. Generally, SB 189 authorizes wireless providers to install, within the public right of way, SWF on existing structures, “monopoles” supporting small cells, and new and replacement utility poles. The state law also provides that if an application for a SWF installation is not quickly processed, it will be deemed

approved. SB 189 does preserve some limited authority to implement aesthetic and permitting requirements, which can be implemented by ordinance or agreement.

Taken together, federal law and Utah SB 189 severely limit a local jurisdiction's ability to regulate SWF installations. A local jurisdiction has some leeway to implement reasonable aesthetic requirements, especially in historic districts, pursuant to its zoning powers.

Adoption of the design standards, the ordinance regulating SWF installations, and a requirement that each provider enter into a master license agreement with PCMC before installing any 5G infrastructure will maximize PCMC's ability to respond to public health concerns, public safety, aesthetic concerns, and property values.

Ordinance

The title of the proposed ordinance is Small Wireless Facilities in the Public Right of Way and will be located in Park City Municipal Code Section 14: Trees/Landscaping: Streets, Sidewalk And Stairs; Streetcuts; Snow Removal; Street Address System; News Racks. The purpose of the ordinance is to establish requirements for siting and use of SWF within the public right of way that minimize adverse impacts upon the community while allowing wireless providers to achieve their required level of wireless coverage—in other words, without effectively prohibiting the provision of wireless service.

It achieves this purpose in several ways. First, section 1 articulates the City's goals and policies underlying the ordinance. These goals include the protection of public health and safety, protection of property values, maintaining consistency of City zoning and property uses, and protection of aesthetic values.

Second, section 4 of the ordinance requires any provider seeking to install SWF in the public right of way to execute a master license agreement (MLA) with the City (See description of MLA below). Some of what the ordinance requires is intentionally duplicated in the MLA. However, the MLA includes more detailed requirements for things like application and use fees, bonding, insurance, compliance with other laws, default, and rights of termination or revocation.

Third, sections 5 and 6 of the ordinance establish an application and permitting scheme. Any wireless provider seeking to install one or more SWF will first need to apply for a permit. The application will require, *inter alia*, that the SWF conform to the City's aesthetic Design Standards, discussed below. The application also will require the provider to submit alternative proposals for achieving its desired level of wireless coverage, giving the City some discretion to choose the design that best fits the City's goals as described in section 1.

Finally, section 8 provides a variety of enforcement mechanisms for violations of the ordinance, such as fines or unilateral termination of a permit or MLA. This section explains why there is some overlap between the ordinance and MLA. Generally, the ordinance establishes the fundamental requirements of our regulatory scheme, while the MLA fills in the details. The ordinance is broad in scope and uniformly prescribes the critical requirements for SWF installations. Because it carries the force of law, the City may unilaterally enforce violations of the ordinance. However, the City may only do so on a reasoned basis; thus, the ordinance must also include objective standards by which the City can deny an application, revoke a permit, or fine a violator. On the other hand, the MLA may be tailored to each provider and amended more easily and will be enforceable through a civil action as a breach of contract claim.

Master License Agreement

As mentioned above, a wireless provider will be required to enter into a master license agreement (MLA) with the City. The MLA is a detailed document that defines the structure of the relationship between the small wireless provider and the City. In addition to defining the term of the relationship between the two parties, the MLA confirms the fees to be paid by the provider, the processing of the site license or permit application, and the amount of required insurance to be retained by the provider. It also defines the indemnification structure between the two parties, the limitations of liability, bonding requirements, and other typical agreement language specific to items such as alternative dispute resolution and casualty.

While we anticipate the same stock MLA to be presented to each potential wireless provider, the MLA, unlike the ordinance, will be somewhat negotiable. This will allow both parties some flexibility in the ongoing relationship. Thus, if a wireless provider complains that the PCMC's requirements constitute a "material inhibition" of wireless services, such concerns can hopefully be addressed on a case-by-case basis in each MLA, while keeping undisturbed the core requirements and enforcement mechanisms of the ordinance.

Design Standards

The Design Standards (DS) provide direction and definition to the wireless service providers for the "where" and "how" their facilities may be placed within the City right of way. Opportunities for placement within the right of way are defined in the DS and are as follows:

- Attachments to utility poles and utility lines (See DS Figure 3.1);
- Attachments to traffic signal poles (See DS Section 4);
- Attachments to streetlights (See DS Figures 5.3 to 5.7);
- New freestanding or standalone poles (See DS Figure 6.1); and
- Other attachments including but not limited to street signs, kiosks, etc.

Standalone poles are poles separate from freestanding structures and are dedicated specifically to contain SWF. Given that these facilities would be new and additional facilities to existing infrastructure, the DS provide additional requirements and guidance related to their placement. Refer to Section 6 Installation of Standalone Poles for the standards and placement requirements of these facilities within business and residential sections of town.

As is the case when new technology is developed, opportunities for innovation are created. Section 7 Other Attachments of the DS provides a few examples of various atypical installation of SWF in or on kiosks, trash bins, and other typical facilities that can be found in the public right of way.

Permit Application

The permit application ensures that the applicant has submitted all required information necessary for the application to be processed in a timely manner. Required information includes:

- Scaled site plan showing site dimensions, elevation view, distance to trees, etc.;
- Pole load analysis and foundation design, if applicable;
- Owner information including MLA number;
- Contractor information including license number and insurance;
- Copy of, if required, approved National Environmental Policy Act documents;
- Specific information related to proposed structures including pole load analysis; and
- Radio Frequency Standards Compliance.

Attachments

- A – Draft Ordinance 2021-50
- B – Draft Master License Agreement
- C – Draft Small Wireless Design Standards
- D – Draft Permit Application

AN ORDINANCE AMENDING TITLE 14, TREES/LANDSCAPING; STREETS, SIDEWALKS AND STAIRS; STREETCUTS; SNOW REMOVAL; STREET ADDRESS SYSTEM; NEWS RACKS BY ADDING CHAPTER 14-7 SMALL WIRELESS FACILITIES IN THE PUBLIC RIGHT OF WAY OF THE MUNICIPAL CODE OF PARK CITY

WHEREAS, the Municipal Code was adopted by the City Council of Park City, Utah to promote the health, safety and welfare of the residents, visitors, and property owners of Park City; and

WHEREAS, the Municipal Code implements the goals, objectives and policies of the Park City General Plan to maintain the quality of life and experiences for its residents and visitors; and to preserve the community's unique character and values; and

WHEREAS, on September 26, 2018, the Federal Communications Commission adopted a Declaratory Ruling and Report and Order (FCC 18-133) adopting 47 C.F.R. section 1.6001 et seq.; and

WHEREAS, in response to FCC 18-133 the Utah State Legislature enacted S.B. 189 "Small Wireless Facilities Deployment Act" ("SB 189") in the 2018 General Session; and

WHEREAS, SB 189, now codified as Utah Code section 54-21-101 et seq., regulates the deployment of small wireless facilities in the city right-of-way; and

WHEREAS, SB 189 permits local governments to exercise their police power by adopting an ordinance not in conflict with state code; and

WHEREAS, Park City Municipal Corporation desires to implement provisions of SB 189 by enacting Title 14 Chapter 14-7 of the Park City Municipal Code regulating the deployment of small wireless facilities in the city rights-of-way; and

WHEREAS, the City Council finds that the city rights-of-way within the city are: (a) critical to the travel and transport of persons and property in the business and social life of the city; (b) intended for public uses and must be managed and controlled consistent with that intent; (c) capable of being partially occupied by the facilities of wireless service providers and entities delivering services for the enhancement of the health, welfare, and well-being of the city and its citizens; and (d) a unique and physically limited resource requiring proper management to maximize the efficiency and to minimize the costs to the taxpayers of the foregoing uses and to minimize the inconvenience to and negative effects on the public from such facilities' construction, placement, relocation, and maintenance of the city's rights-of-way; and

WHEREAS, the City Council finds that the right to occupy portions of the city rights-of-way for providing wireless services is a valuable use of a unique public resource that has been acquired and is maintained at great expense to the city and its taxpayers, and therefore, the taxpayers of the city should receive fair and reasonable compensation for use of the city rights-of-way; and

WHEREAS, the City Council finds that while wireless facilities are in part an extension of interstate commerce, their operations also involve the city rights-of-way and vital business and community service, which are of local concern. The City Council also finds it has the proprietary right to determine what persons and entities are granted permission to use the city rights-of-way, and to determine the terms and conditions of such use; and

WHEREAS, the City Council finds that the proliferation of small wireless facilities and associated structures in the city rights-of-way presents a hazard to pedestrian and vehicular safety, as well as aesthetic and land use concerns. These concerns should be dealt with by encouraging placement of small wireless facilities on city-owned properties removed from the rights-of-way and on existing structures and utility poles, approving the city's design standards, and minimizing the number of new structures in a manner that does not effectively prohibit market access or competition; and

WHEREAS, the City Council finds entering a master license agreement with wireless providers: (a) fairly and reasonably compensates the city on a competitively neutral and nondiscriminatory basis as provided herein; (b) encourages competition by establishing terms and conditions under which wireless providers may use valuable public property to serve the public; (c) fully protects the public interests and the city from any harm that may flow from such commercial use of its city rights-of-way; (d) protects the police powers and proprietary authority of the city with respect to its city rights-of-way, in a manner consistent with federal and state law; (e) otherwise protects the public interests in the development and use of the city infrastructure; and (f) protects the public's investment in improvements in the public rights-of-way.

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

SECTION 1. AMENDMENTS TO MUNICIPAL CODE OF PARK CITY TITLE 14 – Trees/Landscaping; Streets, Sidewalks And Stairs; Streetcuts; Snow Removal; Street Address System; News Racks Code. The recitals above are incorporated herein as findings of fact. Chapter 14-7 Small Wireless Facilities In The City Right-of-Way is hereby added to Title 14 as attached (**See Attachment A**).

SECTION 2. MASTER LICENSE AGREEMENT. The recitals above shall be incorporated herein as findings of fact. All small wireless facility vendors and providers are required to enter into a Master License Agreement before placing small wireless facilities in the City Right-of-Way. (**See Attachment B**).

SECTION 3. DESIGN STANDARDS. The recitals above are incorporated herein as findings of fact. All small wireless facilities shall adhere to the Design Standards for placement and operation within the city rights-of-way. (**See Attachment C**).

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this 16th day of December, 2021.

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, Mayor

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Margaret Plane, City Attorney

Chapter 14-7

SMALL WIRELESS FACILITIES IN THE PUBLIC RIGHT OF WAY

14-7-1: DECLARATION OF PURPOSE AND INTENT:

14-7-2: DEFINITIONS:

14-7-3: ORDERS, RULES AND REGULATIONS:

14-7-4: MASTER LICENSE AGREEMENT REQUIRED:

14-7-5: PERMIT REQUIRED:

14-7-6: APPLICATIONS:

14-7-7: OTHER REQUIREMENTS:

14-7-8: ENFORCEMENT AND REMEDIES:

14-7-1: DECLARATION OF PURPOSE AND INTENT:

Purpose: The purpose of this chapter is to establish requirements for the siting and use of Small Wireless Installations in the City Right-of-Way in a manner that facilitates the delivery of Wireless Services within the City while minimizing associated adverse impacts. The intent of this section is to ensure that the siting of new telecommunications facilities is consistent with the goals and policies of the Park City General Plan, and that the placement of same is compatible with the purposes of the Land Management Code as set forth within Section 15-1-2, and compatible with the additional intent of this Section which is specifically enacted to achieve the following supplemental objectives:

1. To provide for the installation, maintenance, modification, removal, and replacement of Small Wireless Installations in the City Right-of-Way without discriminating against Wireless Providers of functionally equivalent services, including all of those who install, maintain, and operate Small Wireless Facilities, while simultaneously minimizing adverse impacts upon the community.
2. To minimize and regulate the placement of Small Wireless Installations to protect the public health and safety, including the maintenance of clear lines of sight for vehicular and pedestrian traffic and minimization of potential dangers associated with structural failures, fire, icefall, and debris fall from Small Wireless Installations.
3. To minimize and regulate the placement of Small Wireless Installations in order to protect property values and the interests of property owners, including the protection of values of properties situated adjacent to, across from, or near Small Wireless Installations and the minimization of the use of properties which would be incompatible with nearby properties and/or be out-of-character with same.
4. To maintain the aesthetic values critical to the City's status as a prominent outdoor resort and historic community by techniques such as: minimizing the proliferation of Small Wireless Facilities and Utility Poles, encouraging placement of Small Wireless Facilities on existing structures, using camouflage/concealment, requiring conformity with Design Standards, and undergrounding of Wireless Facilities and the equipment associated therewith, where appropriate.

B. Scope:

1. This chapter shall set forth the requirements for Wireless Providers that require the use of the City Right-of-Way, including providers of both the system and service, and those providers of the system only.
2. The requirements set forth in this chapter shall apply to the installation, maintenance, modification, removal, and replacement of all Small Wireless Installations and to all Applications to install, operate, maintain, remove, or replace Small Wireless Installations. This chapter shall apply to all future Wireless Providers.
3. Nothing in this chapter shall limit the ability of the City and a Wireless Provider to enter into a separate agreement to install Wireless Facilities on City property not located within the City Right-of-Way.
4. A Wireless Provider shall be civilly liable for any employees, agents, contractors, licensees, or designees acting on behalf of the Wireless Provider to perform any activity contemplated by this chapter.
5. The activities regulated by this chapter are subject to terms of the Small Wireless Facilities Deployment Act, Utah Code title 54, chapter 21, as amended.

C. Excluded Activity: This chapter shall not apply to video service systems, wireline services, or Macro Wireless Facilities.

14-7-2: DEFINITIONS:

APPLICANT. A Wireless Provider who submits an Application to PCMC pursuant to the terms of this Ordinance and the Master License Agreement.

APPLICATION. Is defined in Utah Code section 54-21-101(5), as amended.

CITY. Park City Municipal Corporation.

CITY ENGINEER. The City Engineer, or authorized representative.

CITY RIGHT-OF-WAY. Is the area under City's control on, below, or above a public: (i) roadway; (ii) highway; (iii) street; (iv) sidewalk; (v) alley; or (vi) property similar to property listed in (i) through (v). "City Right-of-Way" does not include: (i) the area on, below, or above a federal or state highway; or (ii) a fixed guideway, as defined in Utah Code section 59-12-102, as amended.

DESIGN STANDARDS. The Design Standards: Small Wireless Facilities within the City Right-of-Way adopted by the City.

FCC. The Federal Communications Commission.

MACRO WIRELESS FACILITY. A Wireless Facility, mounted on a tower or similar structure, that is not a Small Wireless Facility. Macro Wireless Facilities are subject to section 15-4-14 and are not permitted in the City Right-of-Way unless required by Federal law.

MASTER LICENSE AGREEMENT. An agreement between a Wireless Provider and the City that sets forth the general terms and conditions pursuant to which the Wireless Provider may install, operate, maintain, remove, or replace Small Wireless Installations. Attached as Exhibit 1.

PERMIT. An approved Application issued under this Title for the installation, operation, maintenance, removal, or replacement of a Small Wireless Installation, including any necessary construction, excavation, or other work in, or obstruction of, the City Right-of-Way. The activity authorized by a Permit shall be subject to the terms of this Chapter, the associated Master License Agreement between the City and Permit holder. Other permits, including without limitation, a building permit or traffic control permit, may also be required.

PERSON. Means and includes any natural person, partnership, firm, association, public utility company, corporation, company, organization, or entity of any kind.

SMALL WIRELESS FACILITY. Is defined in Utah Code section 54-21-101(25), as amended.

SMALL WIRELESS INSTALLTION. Means a Small Wireless Facility installed, mounted, maintained, or operated on an existing Utility Pole or existing Wireless Support Structure in the public right-of-way; or a new Utility Pole or Replacement Utility Pole, on which a Small Wireless Facility is installed, mounted, maintained, or operated, in the City Right-of-Way.

UTILITY POLE. Is defined in Utah Code section 54-21-101(28), as amended, and, for the purposes of this chapter, includes any and all forms of existing power supply, conduit, or other form of infrastructure fixtures or equipment for the delivery of power or communication.

WIRELESS FACILITY. Is defined in Utah Code section 54-21-101(29), as amended.

WIRELESS PROVIDER. Is defined in Utah Code section 54-21-101(30), as amended, and, for the purposes of this chapter, includes all employees, agents, contractors, licensees, or designees acting on behalf of a Wireless Provider to perform any activity contemplated by this chapter.

WIRELESS SERVICE. Is defined in Utah Code section 54-21-101(32), as amended.

WIRELESS SUPPORT STRUCTURE. Is defined in Utah Code section 54-21-101(34), as amended.

14-7-3: ORDERS, RULES AND REGULATIONS

In addition to the requirements set forth in this chapter, the City may adopt such orders, rules and regulations which are reasonably necessary to accomplish the purposes of this chapter and are consistent herewith.

14-7-4: MASTER LICENSE AGREEMENT REQUIRED:

- A. Any Wireless Provider desiring to install, operate, maintain, remove, or replace a Small Wireless Installation shall first enter into a Master License Agreement with the City, except to the extent exempted by federal or state law.
- B. A Master License Agreement is the right to occupy the City Right-of-Way on a nonexclusive basis for the limited purposes and time period stated in the agreement. A Master License Agreement shall contain appropriate provisions for enforcement, compensation, insurance and bonding, indemnification, and protection of the public, consistent with the other provisions of this chapter, including but not limited to defining events of default, procedures for accessing the bond, and rights of termination or revocation.
- C. The City may grant nonexclusive Master License Agreements, on a nondiscriminatory basis, governing the installation, operation, maintenance, removal, or replacement of Small Wireless Installations in accordance with the provisions of this section.
- D. Subject to all applicable statutes, regulations and ordinances, and the approval of the City Attorney and City Manager, the City may grant a Master License Agreement to a Wireless Provider. The Wireless Provider requesting the Master License Agreement shall execute the authorized Master License Agreement within 30 days of approval by City Manager and City Attorney.
- E. The granting of a Master License Agreement shall not relieve the Wireless Provider of any obligation under City, state, or federal law.
- F. A Master License Agreement shall not convey title, equitable or legal, in the City Right-of-Way.

14-7-5: PERMIT REQUIRED:

Except as otherwise provided by applicable law, any Wireless Provider desiring to install, operate, maintain, or replace Small Wireless Installations shall first submit an Application and obtain a Permit for such work pursuant to section 14-7-6 of this title, as amended. Any conditions imposed by such Permit shall conform to the requirements of Utah Code section 54-21-302, as amended, and federal law. The Wireless Provider's continued use of, and access to, the Small Wireless Installation shall be conditioned on compliance with the terms of the Permit, the Master License Agreement, and any Design Standards adopted by the City.

14-7-6: APPLICATIONS:

- A. **Application Fee:** In order to offset the cost to the City to review Applications, a Wireless Provider shall pay to City a non-refundable application fee for a Permit to work in the City Right-of-Way for the installation or modification of a Small Wireless Installation. The cost of such Application is set forth on the City's consolidated fee schedule and shall comply with Utah Code section 54-21-501 et seq., as amended.

- B. **Form of Application:** The Application for a Permit shall be made available online and is only subject to change by approval by the City Manager and City Attorney. The Wireless Provider shall designate the purpose of the Permit and the type and location of the installation or modification.
- C. **Alternative Proposals.** An Application shall require the Applicant to present alternative proposals to provide Wireless Service to the covered area. Alternative proposals shall include alternative sites and/or designs that utilize, to varying extents, different strategies for the provision of service, such as: installation of Small Wireless Facilities on City-owned property, installation of Small Wireless Facilities on existing Utility Poles and Wireless Support Structures in the City Right-of-Way, and installation of new Utility Poles in the City Right-of-Way or on City-owned property. Each alternative proposal shall indicate why each proposed Small Wireless Installation is necessary for the provision of Wireless Service to the coverage area. The number of required alternative proposals shall depend on the complexity of the Application. From these alternative proposals, the City may approve a proposal that best meets the City's purposes under this chapter and that does not effectively prohibit the provision of Wireless Services to the coverage area.
- D. **Design Standards.** The City may adopt Design Standards for Small Wireless Installations that are non-discriminatory and do not conflict with applicable Federal or State law. An Application shall require the proposed Small Wireless Installation to conform to such Design Standards.
- E. **Incorporation of Master License Agreement.** An Application shall incorporate all applicable requirements set forth in the Master License Agreement between the Applicant and the City.
- F. **Compensation.** An Application may require payment of any rates or fees allowable under state or federal law, as provided in the Master License Agreement.
- G. **Other Requirements.** An Application may impose any additional requirements, pursuant to the City's police powers to protect the health, safety, and welfare of the public, that do not conflict with state or federal law.
- H. **Application Processing.** The procedures and timelines for processing Applications shall be governed by Utah Code section 54-21-302, as amended. The City may accept any alternative proposal contained in the Application or deny the Application. Any decision to deny an Application shall be supported by substantial evidence. An approved Application shall function as a Permit to install, operate, maintain, remove, or replace the associated Small Wireless Installation as described in section 14-7-5.

14-7-7: Compliance with Law

All Wireless Facilities must at all times comply with all applicable Federal, State, and local laws, including building codes and safety codes and regulations. To the extent this chapter conflicts with other provisions of City ordinances, this chapter shall control. All Small Wireless Installations shall be constructed and installed to manufacturer's specifications. Provider shall obtain one or more FCC licenses, as required by the FCC, to operate its Wireless Facilities. The City may, at its

discretion, perform testing to ensure that any Wireless Facility is in compliance with the FCC's maximum permissible exposure limits of radio frequency emissions for the general public or that any signage regarding radio frequency emissions is accurate.

14-7-8: ENFORCEMENT AND REMEDIES:

- A. **Enforcement:** The City is responsible for enforcing and administering this chapter, and the City or its designee is authorized to give any notice required by law or under any Master License Agreement, Design Standards, Application, or Permit. Failure of the City to require performance of any term in this chapter or the waiver by either party of breach hereof shall not prevent subsequent enforcement of that term and shall not be deemed a waiver of any subsequent breach.
- B. **Default:** If a Wireless Provider defaults under any provision of this chapter and such default is not cured within thirty (30) days following notice by City to Wireless Provider of its default, or such longer cure period as permitted by City, City shall maintain all its rights and remedies, at law and in equity, including to:
 - 1. Fine the violating party One Hundred Dollars (\$100.00) per day per violation until the violation is cured;
 - 2. Terminate or suspend any Permit, or Master License Agreement, held by the violating party;
 - 3. Withhold issuing any new Permits to the violating party; and
 - 4. Use bond proceeds to remove and impound the Small Wireless Installation at the expense of the violating party until the violation has been cured.

**MASTER LICENSE AGREEMENT FOR
SMALL WIRELESS FACILITIES IN PUBLIC RIGHT OF WAY**

This License Agreement For Wireless Facilities in the Public Right of Way ("Agreement") is made and entered into as of the Effective Date by and between PARK CITY MUNICIPAL CORPORATION ("Licensor" or "City") and NEW CINGULAR WIRELESS PCS, LLC, a Delaware limited liability company ("Licensee" or "Wireless Provider").

RECITALS

WHEREAS, any capitalized terms in this Agreement shall have the meaning ascribed to them in Section 1.

WHEREAS, Licensee seeks to install and operate Small Wireless Facilities on existing Wireless Support Structures in the City's public right-of-way, and to install, modify, or replace Utility Poles associated with Small Wireless Facilities in the public right of way, upon the terms and conditions set forth below;

WHEREAS, Licensor is willing to accommodate Licensee's non-exclusive use of such Wireless Support Structures and Utility Poles in accordance with Laws and the terms and conditions of this Agreement; and

WHEREAS, Licensee will abide by and ensure all applications and infrastructure are consistent with the "Design Standards: Small Wireless Facilities Within the Public Right-of-Way;" Laws; the Application; and this Agreement, all of which will be approved by the City Council of Park City Municipal Corporation;

NOW, THEREFORE, FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, the Parties agree as follows:

1. DEFINED TERMS

As used herein, the following capitalized terms in the Agreement have the meaning ascribed to them below.

"Abandon" means to permanently relinquish ownership of a Small Wireless Installation in its then existing location.

"Affiliate" means any entity that controls, is controlled by, or is under common control with a Party.

"Agreement Initial Term" means an initial term of ten (10) years.

"Annual Term" means a term of one (1) year.

"Application" means an application to install a Small Wireless Installation, on file with the City Engineer. Licensor may, in its own sole discretion, modify the Application and any requirements therein, at any time and for any reason, including to respond to changes in Laws, so long as any requirements imposed by the Application conform to Laws. See Exhibit 1.

"Casualty Event" means any casualty, fire, act of God, or other harm affecting a Small Wireless Installation licensed in whole or in part to Licensee pursuant to a Permit.

"Commencement Date" means the first day of the month following the day Licensee commences installation of the Small Wireless Installation at a particular location under a Permit.

"Days" means calendar days. If deadline or other date falls on a non-business day (including weekends, holidays recognized by the federal government, and holidays recognized by the state of Utah), that date shall be extended to the next business day.

"Decorative Pole" is defined in Utah Code section 54-21-101(2).

“Default” means the failure by a Party to (1) perform any obligation or condition of this Agreement, or (2) refrain from performing any action prohibited by this Agreement, where in either case such failure continues for a period of more than thirty (30) days after receipt of written notice from the other Party of such failure identified with reasonable specificity as to the obligation, prohibition, or condition of this Agreement which the Party is alleged to have failed to perform. Notwithstanding the foregoing, no Default will be deemed to exist if a Party has commenced to cure the alleged failure to perform within such thirty (30) day period, and thereafter such efforts are completed with reasonable diligence. Delay in curing an alleged failure to perform will be excused if due to causes beyond the reasonable control of the Party against whom the failure to perform has been alleged.

“Design Standards” means the document Design Standards: Small Wireless Facilities within the City Right-of-Way adopted by Licensor. Licensor may, in its own sole discretion, modify the Design Standards at any time and for any reason, including to respond to changes in Laws, so long as the Design Standards conform to all requirements imposed by Laws. Any modifications to the Design Standards will apply retroactively to all existing Permits granted under this Agreement. See Exhibit 2.

“Effective Date” means the latest date in the signature blocks in the Agreement.

“Emergency” means a situation in which there is an imminent threat of injury to person or property, or loss of life.

“Event of Force Majeure” means any act of God, strike, civil riot, fire, flood, material or labor shortage, restriction by governmental authority, and any other cause not within the reasonable control of the Party whose performance is required under the Agreement.

“FCC” means the Federal Communications Commission.

“Fee” means payment to Licensor by Licensee according to Licensor’s then-current fee schedule.

“Interference” means any material and adverse physical obstruction of, or impairment of, the radio signals or operation of Licensee’s Small Wireless Facility operated pursuant to a Permit.

“Laws” means all federal, state and local laws, orders, rules and regulations applicable to Licensee’s ownership or use of a any Small Wireless Installation, or Licensor’s ownership and use of any associated Wireless Support Structure or Utility Pole, including associated improvements or equipment, in the public right-of-way.

“Licensee Indemnitees” means Licensee, its employees, affiliates, officers, directors, successors and assigns.

“Licensor Indemnitees” means Licensor, its officers, officials, employees, and volunteers.

“New Law” means any legislative, regulatory, judicial, or other action affecting the rights or obligations of the Parties, or establishing rates, terms or conditions for the construction, operation, maintenance, repair or replacement of Wireless Facilities on public infrastructure or in the public right-of-way, that differ, in any material respect from the rates, terms or conditions of the Agreement.

“Parties” means Licensor and Licensee collectively.

“Party” means individually Licensor and Licensee.

“Permit” means an Approved Application that grants Licensee the right to install, maintain, and operate the described Small Wireless Installation pursuant to the terms of this Agreement and the conditions imposed by the Permit, including the Design Standards and Laws.

“Permitted Site” means the areas of Licensor’s public right-of-way approved for Licensee’s Permitted Use as described or depicted in a Permit.

“Permitted Use” means the transmission and reception of communications signals, and the installation, construction, modification, maintenance, operation, repair, replacement or upgrade of any Small Wireless Installation necessary for its successful and secure use.

“Person” means and includes any natural person, partnership, firm, association, public utility company, corporation, company, organization, or entity of any kind.

“Approved Installation” means any Small Wireless Installation that has been approved in writing by Licensors.

“Public Improvement Project” means any construction or expansion of roads, streets, sidewalks, curbs, gutters, storm drainage facilities, sewer lines, water utility lines or other capital improvement project within Licensors’ jurisdiction undertaken by or on behalf of Licensors. Public Improvement Project does not include work undertaken for the benefit of a non-governmental entity, even if such work is performed by Licensors.

“Rate Schedule” means the schedule of all application fees and annual fees, as adopted by the City. All fees shall comply with the provisions of Utah Code Annotated § 54-21-501 as amended.

“Relocation Notice” means a written notice delivered to Licensee at least ninety (90) days prior to the date of Licensors’ desired relocation deadline.

“Replacement Utility Pole” means a Utility Pole, associated with a Small Wireless Facility and installed by Licensee, the installation of which requires the removal of all or a substantial part of an existing Utility Pole. The Replacement Pole shall remain the property of Licensee unless Abandoned. Licensee shall be responsible for the disposal or storage of the preexisting Utility Pole.

“RF” means radio frequency.

“Small Wireless Facility” is defined in Utah Code section 54-21-101(25).

“Small Wireless Installation” means a Small Wireless Facility installed, mounted, maintained, or operated on an existing Utility Pole or Wireless Support Structure in the public right-of-way, or a new Utility Pole or Replacement Utility Pole, on which a Small Wireless Facility is installed, mounted, maintained, or operated, in the public right-of-way.

“Substantial Modification” means a proposed modification or replacement to an existing Small Wireless Installation that will substantially change the physical dimensions of the supporting structure under the substantial change standard established in 47 C.F.R. § 1.6100(b)(7).

“Technical Grounds” means, in light of prevailing industry engineering standards, reasons of insufficiency of capacity, safety, reliability and/or generally applicable engineering purposes consistent with applicable Laws.

“Term” means the Agreement Initial Term and any renewal terms exercised pursuant to Section 3.1 of this Agreement.

“Termination Date” means the final day on which this Agreement is valid and binding and is the final day of the Agreement Initial Term subsequent to the Effective Date, or the final day of any renewal term subsequent to a renewal date pursuant to Section 3.1 of this Agreement.

“Utility Pole” is defined in Utah Code section 54-21-101(28).

“Wireless Facility” is defined in Utah Code section 54-21-101(29).

“Wireless Support Structure” is defined in Utah Code section 54-21-101(34).

2. GRANT OF LICENSE. To the extent not already governed by Laws, and subject to the terms and conditions of this Agreement, Licensors hereby grants Licensee: (i) the non-exclusive right to install, construct, repair, replace, reconstruct, maintain, remove, or retain in, on, over, under, upon, across, or along Licensors’ public rights-of-way Small Wireless Installations at the Permitted Sites; and (ii) as applicable, a license for Licensee’s use of the Permitted Sites as necessary to utilize Licensors-owned Wireless Support Structures and to utilize, replace, or upgrade Licensors-owned Utility Poles, as provided herein and as provided in the individual Permit signed by the Parties pursuant to this Agreement. The license granted

herein is revocable only in accordance with the terms and conditions of this Agreement. No use by Licensee of any Licensor-owned property under this Agreement shall create or vest in Licensee any ownership or property rights in such property. Nothing in this Agreement grants Licensee the right to install, modify, or operate any Small Wireless Installation, or to install any other facilities, that do not conform to this Agreement.

3. TERM

3.1 Agreement Term. This Agreement shall commence as of the Effective Date and remain in full force and effect for the Agreement Initial Term and any following renewal terms, unless sooner terminated in accordance with the terms of this Agreement or by operation of Laws. If either Party seeks to renegotiate or amend this Agreement, or if Licensor desires to terminate this Agreement, the requesting Party must provide written notice thereof to the other Party no later than six (6) months prior to the Termination Date. Both Parties shall deem such notice to be a good faith request for negotiations. If either Party makes such request, this Agreement may remain in effect for a period not to exceed three (3) months following the Termination Date, for the purpose of amending or replacing this Agreement. If no Party makes a request for renegotiation, amendment, or termination no later than six (6) months prior to the Termination Date, this Agreement shall automatically renew for a five (5) year renewal Term.

3.2 Permit Term. A Permit is valid for ten (10) years or for the duration of the Master License Agreement between the Licensee and Licensor, whichever is shorter, unless sooner terminated in accordance with the terms of this Agreement.

4. CHARGES, BILLING AND PAYMENT

4.1 Fees. Licensee shall pay to Licensor an Application Fee, an Annual Fee, and a Collocation Fee, if applicable, for each Small Wireless Installation as provided in the Rate Schedule.

4.2 Timing of Payment. Licensee shall pay the Application Fee upon submission of the Application. Annual and Collocation Fees are due within thirty (30) days of Licensee's receipt of Permit. Thereafter, any fees due shall be paid on or before each anniversary of the receipt of Permit.

4.3 Billing and Payment Generally. All bills and other requests for payment to Licensor under this Agreement (other than the payment of the Fee) shall be presented in writing to Licensee and accompanied with reasonable substantiation of the costs incurred by Licensor. Properly presented invoices shall be paid by Licensee within thirty (30) days of receipt of invoice accompanied by such substantiation. All charges payable under this Agreement shall be billed by Licensor within one (1) year from the end of the calendar year in which the charges were incurred. Any charges beyond such period shall not be billed by Licensor and shall not be payable by Licensee.

5. APPLICATION AND PERMIT

5.1 Application. Subject to Section 5.4 below, before installing, operating, maintaining, or replacing any Small Wireless Installation, Licensee shall apply for a Permit from Licensor using an Application in the form attached as provided by the City Engineer. The City has the right to require wireless providers to submit proof of compliance with Federal Law along with the application. This proof includes but is not limited to: environmental assessments and other documents that may be required under the National Environmental Policy Act; proof of compliance with the National Historic Preservation Act; and proof of compliance with federal RF-emission laws and regulations, to the extent permitted by Laws.

5.2 Processing of Application. Unless Laws provide otherwise, processing of an Application shall comply with the requirements of Utah Code section 54-21-302(3)–(6). Licensor may deny an Application if the Application fails to comply with: any requirements imposed by the Application, the Design Standards, Laws or this Agreement. Regardless of such compliance, Licensor may deny an Application if such denial is necessary to protect human health, safety, or welfare. With respect to an Application for the installation, operation, maintenance, or replacement of a Small Wireless Facility on Licensor-owned property, Licensor may, on Technical Grounds, deny all or part of an Application, limit the technical characteristics (e.g., weight or size) of the Small Wireless Facility, or limit the number of

Small Wireless Facilities that may be installed, operated, maintained, or replaced on such property. In the event of rejection on Technical Grounds of an Application, Licensor shall provide a written explanation to Licensee of the basis for the rejection. In the event that Licensor approves Licensee's Application, then the Parties shall promptly proceed in good faith to sign and deliver a Permit for the Wireless Facility fully consistent with Licensor's approval of the Application.

5.3 Consolidated Application. For applications involving the installation, operation, maintenance, or replacement of multiple Small Wireless Installations that are substantially similar in design, Licensee may, in its discretion, file a consolidated application for multiple Small Wireless Installations not to exceed twenty-five (25) total installations. Upon approval by Licensor, Licensor shall issue a separate Permit for each approved Small Wireless Installation in the consolidated application. Licensee may submit no more than one consolidated application, or no more than twenty-five (25) singular applications, every thirty (30) days.

5.4 Modifications and Replacements. Licensee must submit a new Application and receive a new permit to modify, replace, or upgrade a Small Wireless Installation if the modification, replacement, or upgrade involves a Substantial Modification. If a modification, replacement, or upgrade to a Small Wireless Installation does not involve a Substantial Modification, Licensee shall be allowed to perform such modification, replacement, or upgrade to its Wireless Facility without further land use review or approval by Licensor; provided, however, that all other applicable municipal reviews and approvals, such as the issuance of a building permit and right-of-way permits, shall be required. In connection with the foregoing, the City has the right to require Licensee to submit proof of compliance with Federal Law as described in section 5.1.

5.5 Approved Installations. Once the design for a certain Small Wireless Installation has been approved by Licensor and has become an Approved Installation, any subsequent Application to install another instance of the same design may, in Licensor's sole discretion, be exempted from certain Application requirements, such as structural design details and electrical specifications. All other municipal reviews and approvals, including the execution of a Permit, building permits, and right-of-way/encroachment permits, shall apply to any Application for an Approved Installation.

6. GENERAL LICENSEE OBLIGATIONS

6.1 Technical Requirements and Specifications. At its own expense, Licensee shall erect, install, repair, and maintain its Small Wireless Installations in safe condition and good repair in accordance with this Agreement, the Design Standards, Application, Permit, and Laws.

6.2 Costs to Rearrange/Adjust Third Party Facilities. If a Person, other than Licensor, must rearrange or adjust any of its facilities to accommodate a new Wireless Facility, Licensee shall coordinate such activity at Licensee's sole expense; provided, however, that Licensee shall not be responsible for any third-party or Licensor costs necessary to correct third party or Licensor attachments that are non-compliant with Laws.

6.3 No Liens. Licensee will not allow the placement of any lien with respect to any Licensor-owned property or facility, including Utility Poles and Wireless Support Structures, resulting from any work performed by or on behalf of Licensee pursuant to this Agreement, or any act or claim against Licensee or any of its contractors, agents, or customers. Licensee will, at its sole expense, promptly bond or otherwise discharge any such lien within thirty (30) days of the lien being recorded on such property.

6.4 Worker Qualifications; Responsibility for Agents and Contractors. Each Party shall ensure that its employees, agents or contractors which perform work in furtherance of this Agreement are adequately trained and skilled to perform work in the public right-of-way, including work on associated structures such as Utility Poles and Wireless Support Structures in the public right-of-way, in accordance with all applicable industry and governmental standards and regulations.

7. UTILITIES. Licensee shall be solely responsible for arrangement and payment for electric service necessary in connection with Wireless Facilities; provided, however, that if Licensee and Licensor agree to utilize Licensor's electrical service serving Licensor-owned property, then commencing on the first (1st)

day of the month following the date that Licensee first utilizes Licensor's electrical service to provide power for the Wireless Facility, Licensee shall pay to Licensor a flat utility usage fee each month as set out in the Rate Schedule until such use is discontinued by Licensee. Licensee shall pay Licensor the difference between the flat utility usage fee estimate and the actual utility cost incurred by the Licensor, as invoiced by Licensor in accordance with Section 4.3 of this Agreement.

8. OPERATION AND MAINTENANCE

8.1. RF Emissions. Licensee's operation of its Wireless Facilities shall comply with all FCC regulations regarding RF emissions and exposure limitations. Licensee is allowed to install signage as long as it complies with the City's Sign Code, and other mitigation, such as a power cut-off switch, to allow workers to avoid excess exposure to RF emissions. Except in an Emergency, Licensor's authorized field personnel will contact Licensee's designated point of contact with reasonable advance notice, but in no event less than one (1) business day in advance, to inform Licensee of the need for a temporary power-shut-down. In the event of an unplanned outage or cut-off of power or an Emergency, the power-down will be with such advance notice as practicable. Once the work has been completed and the worker(s) have departed the exposure area, the Party who accomplished the power-down shall restore power and inform Licensee as soon as possible that power has been restored. The Parties acknowledge that they understand the important nature of Licensee's Wireless Facilities and agree to limit the frequency of power-downs and to restore power as promptly as reasonably possible.

8.2 Interference.

(a) Licensee shall operate its Wireless Facilities in compliance with all FCC regulations regarding Interference with the radio signal transmissions of Licensor and other third parties, provided such transmissions are operated in compliance with Laws.

(b) Licensor will not cause, nor will Licensor knowingly permit its employees, tenants, licensees, invitees, agents or independent contractors to cause, Interference with Licensee's existing Small Wireless Installations. If Licensee reasonably determines that Interference is occurring, then Licensor will meet and confer with Licensee within thirty (30) days of Licensor's receipt of notice of Interference from Licensee, and otherwise diligently work in good faith with Licensee to determine the cause of the Interference and to develop reasonable solutions to resolve the Interference in a mutually acceptable manner.

8.3 Ownership and Maintenance of Small Wireless Installations. Any Small Wireless Installation installed by Licensee pursuant to this Agreement shall remain the property of Licensee until Abandoned or removed. Licensee shall be responsible for maintaining the structural integrity and outward appearance of the Small Wireless Installation, including ensuring that the Small Wireless Installation conforms with the Design Standards, associated Permit, this Agreement, and Laws, for the duration of the associated Permit. Licensee shall be liable for any claims arising from the placement or operation of the Small Wireless Installation, including but not limited to claims arising from: structural failure; falling snow, ice, or other debris; vehicular or pedestrian accidents; or electrocution. Licensee agrees to store and maintain in good condition, at Licensee's sole expense, any original Decorative Pole replaced by Licensee. Such Decorative Pole shall remain the property of Licensor.

9. RELOCATION AND ABANDONMENT

9.1 Relocation for Public Improvement Projects. In the event Licensor desires to replace, relocate, modify, demolish, or in any way alter Licensor-owned property in connection with a Public Improvement Project in a manner likely to cause Interference with Licensee's Small Wireless Installation, Licensor shall have the right to cause Licensee to relocate its Small Wireless Installation subject to the terms and conditions set forth herein; provided, however, Licensor shall use reasonable efforts to fully accommodate Licensee's continuing use of the Small Wireless Installation without relocation if it is reasonably possible to do so. Licensee assumes all risk and costs of relocation when submitting an Application and using the public right-of-way for its Small Wireless Installations.

(a) Relocation. If Licensor's Public Improvement Project requires Licensee to

relocate its Small Wireless Installation from all or any portion of the right-of-way, Licensor shall have the right to require Licensee to relocate the Permitted Site upon the following terms and conditions: (i) Licensor shall deliver to Licensee a Relocation Notice to relocate the Small Wireless Installation; (ii) Licensor shall identify a suitable alternate location that provides substantially similar signal coverage for the Wireless Facility as that of the Permitted Site being relocated; (iii) such relocation will be performed exclusively by Licensee with costs allocated in accordance with Laws; (iv) Licensee shall have ninety (90) days from receipt of the Relocation Notice to relocate the Small Wireless Installation; (v) Licensee shall have the right to operate a temporary Small Wireless Facility, if feasible, in a mutually agreeable location in the vicinity of the Permitted Site during such relocation with no additional fee due to Licensor; and (vi) the applicable Fee for the Permit shall not abate, provided that Licensee can operate such a temporary Small Wireless Facility. Licensee shall not be required to pay any additional application, review or other Licensor fees in connection with any relocation initiated by Licensor. If in Licensee's reasonable judgment no suitable Relocation location can be found, then Licensee shall have the right to terminate the applicable Permit for which Licensor is requiring relocation upon written notice to Licensor, and without penalty or further obligation.

(b) Relocation In The Event Of An Emergency. Notwithstanding Section 9.1(a) above, in the event of an Emergency, Licensor will endeavor to provide as much notice to Licensee for the relocation of the Small Wireless Installation as warranted by the circumstances pertaining to the Emergency.

9.2 Decommission by Licensor. If Licensor determines to decommission any Licensor-owned Utility Pole or Wireless Support Structure on which a Licensee-owned Small Wireless Facility is installed, then Licensor shall give Licensee at least sixty (60) days' prior written notice of Licensor's intent to take such action. Licensee must remove or otherwise dispose of its Wireless Facilities within this sixty (60) day period, at which time the Permit shall automatically terminate.

9.3 Abandonment by Licensee. Licensor may deem a Small Wireless Installation Abandoned by Licensee if: (i) use of the Small Wireless Installation has been discontinued for a continuous period of twelve (12) months; (ii) Licensor has notified Licensee that the Small Wireless Installation fails to conform with any term of this Agreement, the associated Permit, or Laws, and such nonconforming condition has not been remedied within sixty (60) days of notification; or (iii) the Permit associated with the Small Wireless Installation has expired or been terminated and Licensee has not removed the Small Wireless Installation within sixty (60) days pursuant to Section 12.5 of this Agreement. If any Small Wireless Installation is deemed Abandoned under this section, Licensee shall remove the Small Wireless Installation within thirty (30) days of the Licensor's notice of such Abandonment and shall repair and restore the City Right-of-Way to a similar or better condition than at the time of the installation. If Licensee fails to remove the Small Wireless Installation, Licensee retains the right to do so at Licensee's expense. The City shall have the right to inspect and approve the condition of the City Right-of-Way and any Licensor-owned property affected by the Small Wireless Installation prior to and after its removal. The liability, indemnity, and insurance provisions of this chapter and any security required of Licensee shall continue in full force and effect during the period of removal and until full compliance by a provider with the terms and conditions of this section.

10. INSURANCE AND BOND

10.1 Certificate of Insurance. Licensee shall at its sole expense maintain the insurance coverage and limits required by this Section during the Term of this Agreement. Licensee agrees to procure the required insurance from an insurance company having and maintaining an A.M. Best rating of at least A VII and deliver to a Licensor a Certificate of Insurance evidencing the types of insurance and policy limits required.

10.2 Required Insurance.

(a) Workers' Compensation and Employer's Liability insurance, as required by statute, with Employer's Liability limits of \$1,000,000 each accident, \$1,000,000 by disease policy limits,

and \$1,000,000 by disease each employee. To the extent allowed by law, the policy must include a blanket waiver of subrogation in favor of Licensor.

(b) Commercial General Liability insurance written on Insurance Services Office (ISO) Form CG 00 01 or a substitute form providing equivalent coverage, with limits of:

\$3,000,000 General Aggregate Limit

\$2,000,000 Each Occurrence

\$2,000,000 Each Occurrence - Personal Injury

\$2,000,000 Products/Completed Operations Aggregate Limit

The required Commercial General Liability policy must include Licensor as an additional insured on a primary and non-contributory basis and a waiver of subrogation in favor of Licensor.

(c) Business Automobile Liability insurance with limits of \$2,000,000 Combined Single Limit for each Accident for Bodily Injury and Property Damage, extending to all company owned, leased, and non-owned vehicles.

10.3 Notice of Cancellation. Licensee may meet the required insurance coverage and limits with any combination of primary and umbrella/excess liability insurance. Licensee shall provide at least thirty (30) days advance written notice of cancellation or non-renewal of any required insurance that is not replaced. Notwithstanding the foregoing, Licensee may self-insure the required insurance under the same terms and conditions as outlined above.

10.4 Compliance Bond. Upon approval of an Application, Licensee shall be required to post a bond in the amount of \$5,000 for each Small Wireless Installation, such bond to be held and maintained during the entire period of Licensee's operation of each Small Wireless Installation in the City, as a guarantee of compliance with this Agreement, City law, the associated Permit, and all other local, state, and federal requirements. This bond may be used for any costs incurred by the Licensor to cure Licensee's non-compliance.

11. INDEMNIFICATION

11.1 Indemnification by Licensee. To the extent permitted by law, Licensee shall indemnify, hold harmless and, at Licensor's sole option, defend Licensor Indemnitees, and each of them, from and against any and all liabilities, damages or claims for damage, including but not limited to all actual and reasonable costs, attorneys' fees, and other charges and expenditures that Licensor Indemnitees, or any of them, may incur, asserted by third parties against Licensor Indemnitees, or any of them, by reason of the installation, operation, use, repair, or removal of any Small Wireless Installation or breach of the terms of this Agreement by Licensee, including acts or omissions by its agents, contractors, or subcontractors, except to the extent that such liabilities, damages or claims are a result of the negligence or willful misconduct of Licensor Indemnitees, or any of them.

11.2 Indemnification by Licensor. To the extent permitted by law, and except for the waiver of subrogation granted by Licensee under Section 10.2(a) above, Licensor shall indemnify, hold harmless and, at Licensee's sole option, defend Licensee Indemnitees, and each of them, from and against any and all liabilities, damages or claims for damage, including but not limited to all actual and reasonable costs, attorneys' fees, and other charges and expenditures that Licensee Indemnitees, and any of them, may incur, asserted by third parties against Licensee Indemnitees, or any of them, by reason of the breach of the terms of this Agreement by Licensor, including acts or omissions by its agents, contractors, or subcontractors except to the extent that such liabilities, damages or claims are a result of the negligence or willful misconduct of Licensee Indemnitees, or any of them.

12. DEFAULT AND TERMINATION

12.1 Licensee's Default and Licensor's Remedies. If Licensee is in Default, pursuant to the defined term, then thereafter Licensor may elect any of the following remedies:

(a) terminate this Agreement, which shall terminate all Permits granted thereunder, provided that: such default affects this Agreement as a whole; such default affects a substantial number of Permits granted pursuant to this Agreement; or Licensee has established a pattern of non-compliance with this Agreement.

(b) if applicable, suspend Licensee's access to any Licenser-owned property, including Utility Poles and Wireless Support Structures, to which the Default pertains;

(c) terminate the specific Permit(s) or affected portion thereof covering the Small Wireless Installation to which the Default pertains;

(d) require Licensee's obligation to which the Default has been declared to be specifically performed;

(e) use the compliance bond to cure the Default at the expense of the Licensee; or

(f) maintain an action at law against Licensee for damages directly incurred by Licenser arising directly from Licensee's uncured Default.

12.2 Termination by Licensee. Licensee may terminate this Agreement without cause by providing sixty (60) days' notice to Licenser.

12.3 Voluntary Termination of Permit.

(a) A Permit may be terminated by Licensee for any reason or no reason at any time prior to the Commencement Date effective upon written notice to Licenser.

(b) A Permit may be terminated by Licensee after the Commencement Date for any reason or no reason, and such termination shall be effective following: thirty (30) days' written notice to Licenser, the removal of the Small Wireless Installation pursuant to sections 12.5(a)–(d) of this Agreement, and Licensee's payment to Licenser of a termination fee equal Twenty-Five Percent (25%) of the Fee, at the then-current rate. Notwithstanding the foregoing, no such termination fee will be payable on account of the termination of a Permit by Licenser, or by Licensee under any termination provision contained in the following Sections of this Agreement: Section 9.1, 9.2, 12.1, 12.2, 12.3(a) or 13. Additionally, in the event Licensee has paid a Fee to Licenser for the use of the Permitted Site, then Licenser shall have the right to retain such Fee without refund or other credit to Licensee.

12.4 Licenser's Default and Licensee's Remedies. If Licenser is in Default, then Licensee may terminate this Agreement or elect to pursue any rights or remedies available to Licensee at law or in equity.

12.5 Removal and Replacement after Termination. Within sixty (60) days following expiration or early termination of any Permit, Licensee shall, as appropriate:

(a) restore to the original condition, excluding normal wear and tear, any existing Utility Pole or Wireless Support Structure on which Licensee installed, operated, maintained, or replaced a Small Wireless Facility pursuant to the Permit;

(b) remove any new Utility Pole installed pursuant to the Permit and restore the Permitted Site to its original condition;

(c) remove any non-decorative Replacement Utility Pole installed pursuant to the Permit and install either the original Utility Pole or a new Utility Pole substantially similar to the original pole in size, appearance, and functionality; or

(d) reinstall any original Decorative Pole replaced and stored by Licensee pursuant to section 10.4 of this Agreement.

13. CASUALTY. In the event of damage, to any Licenser-owned Utility Pole or Wireless Support Structure on which Licensee's Small Wireless Facility is installed, due to a Casualty Event that cannot reasonably be

expected to be repaired within forty-five (45) days following such Casualty Event or which Licensor elects not to repair, or if such Casualty Event can reasonably be expected to disrupt Licensee's operations on the Licensor-owned Utility Pole or Wireless Support Structure for more than forty-five (45) days, then Licensee may elect from among the following alternatives at any time following such Casualty Event: (i) terminate the applicable Permit or affected portion thereof upon fifteen (15) days' written notice to Licensor; (ii) place and operate a temporary facility, if feasible and approved by Licensor, at a mutually agreeable location in the vicinity of and reasonably equivalent to Licensee's current use of the Licensor-owned property until such time as the Licensor-owned property is restored and the Small Wireless Facility is returned to full on-air operation in the ordinary course of Licensee's business; or (iii) submit a new Application for an alternate location equivalent to Licensee's current use of the Licensor-owned property, in which case Licensor shall waive the application fee and transfer all remaining rights to the new location as long as such relocation was due to a Casualty Event not caused by Licensee. If Licensee elects to terminate the Permit, notice of termination shall cause the applicable Permit or affected portion thereof to terminate with the same force and effect as though the date set forth in such notice were the date originally set as the expiration date of the applicable Permit. Licensee will be entitled to collect from its insurer all insurance proceeds payable to Licensee on account thereof, including any portion of any prepaid Fee on a pro rata basis. If Licensee does not elect to terminate the applicable Permit, then the Fee shall fully abate during the period of repair following such Casualty Event until the date that either the temporary facility is placed and operational as provided in (ii) above, or the Wireless Facility or Licensor-owned Utility Pole or Wireless Support Structure is relocated as provided in (iii) above.

14. MISCELLANEOUS PROVISIONS

14.1 Notices. All notices, requests and demands hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows:

If to Licensee (including invoices): [Name of Company] Attn: [enter] Re: Wireless Facilities in the Right-of-Way (City of ____) (____) FA No.: _____ [street name] [city],[state] [zip code]	If to Licensor: _____ _____ _____ _____
With a copy to the [company] Legal Department: [Name of Company] Attn: [enter] Re: Wireless Facilities in the Right-of-Way (City of ____) (____) FA No.: _____ [street name] [city],[state] [zip code]	

Contact Number for day to day operation:

Licensor: _____
Licensee: _____

Any Party may change its address or other contact information at any time by giving the other Party, and Persons named above, written notice of said change.

14.2 Force Majeure. Time periods for performance under this Agreement shall be deemed extended day for day for time lost attributable to any delay resulting from any Event of Force Majeure.

14.3 Assignment and Transfer. This Agreement shall be binding upon, and inure to the benefit of, the authorized successors and assigns of the Parties. Except as otherwise provided in this Agreement, neither Party shall assign this Agreement or its rights or obligations to any firm, corporation, individual, or other entity, without the written consent of the other Party, which consent shall not be unreasonably withheld. Notwithstanding the foregoing, upon thirty (30) days' written notice, either Party may assign this Agreement or its rights or obligations (a) to an Affiliate or (b) in connection with the sale or other transfer of substantially all of Licensee's assets in the FCC market area where the Small Wireless Installations are located.

14.4 Compliance with Laws. Licensee and Licensor agree to comply with Laws. Nothing in this Agreement shall relieve Licensee of any obligation to obtain all other regulatory approvals, permits, authorizations or licenses for the offering or providing of such services from the appropriate Federal, State, and local authorities. Such obligations include, but are not limited to, licenses from the FCC to operate wireless transmitters or any permit or other authorization required to: conduct business within the City, use property owned by the City or third parties, or excavate or perform other work in or along the City Right-of-Way.

14.5 Applicable Law. This Agreement shall be interpreted, construed, and enforced in accordance with the laws of Utah without regard to its conflict-of-laws principles, and, where applicable, federal law.

14.6 Alternative Dispute Resolution. If a dispute arises out of or relating to this Agreement or any Permit, or the alleged breach thereof, and if the dispute cannot be settled through negotiation, the Parties agree first to try in good faith to settle the dispute by mediation before resorting to litigation or some other dispute resolution procedure, unless the Parties mutually agree otherwise in writing. The mediator shall be mutually selected by the Parties. In case of disagreement, the mediator shall be selected by lot from among two nominations of mediators within twenty (20) miles of Park City, Utah provided by each Party. All costs and fees required by the mediator shall be split equally by the Parties, otherwise each Party shall bear its own costs of mediation. If mediation fails to resolve the dispute within ninety (90) days after the demand for mediation, either Party may pursue litigation to resolve the dispute. Demand for mediation shall be in writing and delivered to the other Party to this Agreement and shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen.

14.7 Change of Law. Either Party may, upon thirty (30) days' written notice, require that the terms of this Agreement that are affected by any New Law be renegotiated to conform to the New Law on a going-forward basis for all existing and new Small Wireless Installations. In the event that the Parties are unable to agree upon any new fees, rates, or terms of conditions within ninety (90) days after such notice, then any fees, rates, or terms contained in the New Law shall apply as of the effective date of the New Law until the negotiations are completed or until a Party obtains a ruling regarding the appropriate conforming terms from a commission or court of competent jurisdiction. Except as provided in the preceding sentence, all terms in the existing Agreement shall remain in effect while the parties are negotiating.

14.8 Exhibits. In the event of any inconsistency between the provisions of this Agreement and any Exhibits attached hereto, the provisions of this Agreement shall supersede the provisions of any such incorporated Exhibits unless such Exhibit specifies otherwise.

14.9 Waiver; Severability. No provision of this Agreement may be waived except in a writing signed by both Parties. The failure of either Party to insist on the strict enforcement of any provision of this Agreement shall not constitute a waiver of any provision. If any portion of this Agreement is found to be unenforceable, the remaining portions shall remain in effect, and the Parties shall begin negotiations for a replacement of the invalid or unenforceable portion.

14.10 Survival. The terms and provisions of this Agreement, that by their nature require performance by either Party after the termination or expiration of this Agreement, shall be and remain enforceable notwithstanding such termination or expiration of this Agreement for any reason whatsoever.

14.11 Entire Agreement; Amendments. This Agreement (including the Exhibits hereto) embodies the entire agreement between Licensee and Licensor with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous agreements and understandings, oral or written, with respect thereto. Each Party acknowledges that the other Party has not made any representations other than those contained herein. This Agreement may not be amended or modified orally, but only by an agreement in writing signed by the Party or Parties against whom any waiver, change, amendment, modification, or discharge may be sought to be enforced.

14.12 Execution in Counterparts. This Agreement may be executed in multiple counterparts, including by counterpart facsimiles or scanned email counterpart signature, each of which shall be deemed an original, and all such counterparts once assembled together shall constitute one integrated instrument.

14.13 Electronic Signatures. This Agreement, and any other documents requiring a signature hereunder, may be signed electronically by the parties.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed as of the Effective Date.

[FULL NAME OF LICENSOR]

[Company Name]

By: [Person name]

Its: [Position]

By: _____

By: _____

Name: _____

Name: _____

Its: _____

Its: _____

Date: _____

Date: _____

EXHIBIT 1

Application

EXHIBIT 2

Design Standards



SMALL WIRELESS FACILITIES IN CITY RIGHT-OF-WAY



DESIGN STANDARDS

Adopted December 16, 2021

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1.0 BACKGROUND AND PURPOSE

Pursuant to Utah Code §§ 54-21-101, et seq., as amended, Wireless Providers are permitted to locate Small Wireless Facilities (SWFs) in the City Right-of-Way (ROW). This network of low-powered micro Antennas provide cellular and data coverage to supplement the Wireless Provider's macro-cellular network. SWFs will improve the Wireless Providers' ability to meet current and future consumer cellular and data needs.

These Design Standards establish design and aesthetic requirements and specifications that all SWF installed within the ROW must meet prior to installation within Park City boundaries. SWFs installed within the ROW are bound to these Design Standards. Deviations from these standards may be approved if reasonable on a case-by-case basis by the City Engineer prior to installation, provided such deviations comply with the Municipal Code of Park City Chapter 14-7 and the Master License Agreement entered into by Park City and the Wireless Provider.

Wireless Providers shall consider the aesthetics of the existing Structures near proposed SWF locations, with special attention given to the details of neighborhoods with unique streetlight assemblies. Unique assemblies may include mast arms, decorative pole bases, architectural luminaires, mounting heights, pole colors, etc. Collocation as defined in Utah Code § 54-21-101 is preferred over new support structures wherever possible if it can be accomplished in a way that better compliments the character of the surrounding area. Wherever feasible the use of infrastructure sharing is encouraged in order to limit the impact of new SWFs.

There are several different SWF installations that are permitted within Park City that are listed below.

- Attachments to traffic signal poles (Requires UDOT approval for State Roads 224 and 248)
- Attachments to streetlights
- New freestanding installations (standalone poles) if collocation is not feasible.
- Other attachments including but not limited to street signs, kiosks, etc.

Collocation of SWFs to structures not owned by the City requires approval from the owner of the structure in question.

1.1 DEFINITIONS

For the purposes of these standards, the following terms shall have the following meanings:

- **ANTENNA:** As defined in Utah Code § 54-21-101.
- **APPLICABLE CODES:** Municipal Code of Park City (MCPC); The International Building Code (IBC); the International Fire Code; the National Electrical Code (NEC); National Electric Safety Code (NЕСA); as adopted and amended under the State Construction and Fire Codes Act, Utah Code § 15A-1-101 et seq., as amended.
- **APPLICABLE STANDARDS:** The structural standards for Antenna supporting structures and Antennas, known as ANSI/TIA-222, from the American National Standards Institute and the Telecommunications Industry Association.
- **APPLICANT:** As defined in Utah Code § 54-21-101.
- **APPLICATION:** As defined in Utah Code § 54-21-101.
- **CANTENNA:** A structural, weatherproof enclosure that protects an antenna. The Cantenna is constructed of a material that minimally attenuates the electromagnetic signal transmitted or received by the antenna. Cantennas protect antenna surfaces from weather and/or conceal antenna accessory equipment from public view.
- **CITY:** Park City or Park City Municipal Corporation (PCMC).
- **COLLOCATE:** As defined in Utah Code § 54-21-101.
- **DECORATIVE POLE:** As defined in Utah Code § 54-21-101.
- **DESIGN STANDARDS:** These *Small Wireless Facilities in City Right-of-Way Design Standards* adopted by the City Council.
- **FCC:** Federal Communications Commission.
- **HISTORIC DISTRICT OR HISTORIC BUILDING, STRUCTURE, SITE OR OBJECT:** As defined in Land Management Code § 15-15-1.
- **MPE:** Maximum permissible exposure as defined by the FCC.
- **PERMIT:** As defined in Utah Code § 54-21-101.
- **RIGHT-OF WAY (ROW):** As defined in Utah Code § 54-21-101.
- **RMP:** Rocky Mountain Power or its successor.
- **RF:** Radio frequency.
- **RADIO FREQUENCY CERTIFICATION REPORT:** A report to be prepared by and signed by a qualified professional RF Emissions Engineer to accurately record information about each SWF. The report consists of a RF Emission Certification Template and a RF Location Certification. See Section 8 of the Design Standards.

- **STRUCTURE:** Means a Traffic Signal Pole, Standalone Pole, Utility Pole, Wireless Facility, Wireless Support Structure, or Street Light Pole. The term Structure includes any and all forms of existing power supply, conduit, or other form of infrastructure fixtures or equipment for the delivery of power or communication services to such Structure. The term Structure includes the following:
 - **STREET LIGHT POLE:** A pole (wood, steel, or concrete) spaced at intervals along a road or parking lot that provides illumination along the road or parking lot.
 - **TRAFFIC SIGNAL POLE:** A pole (wood, steel, or concrete), which contains a mast arm and other infrastructure to support traffic signal operations.
 - **STANDALONE POLE:** A freestanding pole, sometimes referred to as a monopole (see also Utah Code § 54-21-101, “Wireless Support Structure”), installed for the primary purpose of supporting a SWF. May also be used for lighting or signage as required by the City.
 - **UTILITY POLE:** As defined in Utah Code § 54-21-101.
 - **WIRELESS FACILITY:** Equipment at a fixed location that enables wireless communications between user equipment and a communications network, including: (i) equipment associated with wireless communications; and (ii) radio transceivers, Antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. Wireless Facility includes Small Wireless Facilities. Wireless Facility does not include: (i) the structure or improvements on, under, or within which the equipment is Collocated; or (ii) wireline backhaul facilities, coaxial or fiber optic cable that is between wireless support structures or utility poles or coaxial, or fiber optic cable that is otherwise not immediately adjacent to or directly associated with an Antenna.
 - **WIRELESS SUPPORT STRUCTURE:** As defined in Utah Code § 54-21-101.
- **SMALL WIRELESS FACILITY:** A wireless facility on which each provider’s Antenna could fit within an enclosure of no more than six (6) cubic feet in volume and for which all related accessory equipment whether mounted on a pole or the ground, is cumulatively no more than twenty-eight (28) cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume; electric meter, concealment elements, telecommunications demarcation box, ground-based enclosures, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.
- **WIRELESS PROVIDER:** As defined in Utah Code § 54-21-101.

2.0 GENERAL STANDARDS

2.1 GENERAL REQUIREMENTS

- Structure shall be located relative to property lines per Figure 6.6.
- New or replacement Structures cannot be located within an area designated for snow storage.
- Structure shall be located at the intersection of property lines, or along secondary property street facing.
- Structure shall be located with appropriate clearance from existing utilities.
- Structure shall be located preferably equidistant from adjacent poles.
- In primarily residential neighborhoods, noise shall be limited to 5dBA above ambient sound, not to exceed 30 dBA as measured at a property line. If the SWF does not generate noise, include this information in the submittal so information can be shared with neighborhood. City noise restrictions related to construction apply.
- Due to the number of Structures throughout the City and multiple HOAs or planned communities within Park City, the Applicant shall consider and provide SWF equipment similar to adjacent existing Structures.
- All Structures located within the ROW shall be located such that it meets ADA requirements and does not obstruct, impede, or hinder usual pedestrian or vehicular travel, or interfere with the operation and maintenance of signal lights, signage, streetlights, street furniture, fire hydrants, or business district operations .
- SWFs must not bear signage, advertisement, or unnecessary lighting. The City and FCC may require safety warnings and contact information.
- If Structures are owned by third parties, the wireless provider will be required to provide documentation to the City from the owner that they have obtained permission to install SWFs on the respective Structure.
- All Wireless Facilities not on a Structure shall be located in a ground mounted or underground utility box. Fiber in conduits shall be flush with the Structure.
- Attachments to an enhanced or decorative service area streetlight poles cannot change overall character of light or proportion of the luminaries with the placement of a Cantenna. The lighting level of service cannot be decreased. If possible, all equipment shall be located inside the pole.

- SWFs shall be designed in a manner that allows City workers and contractors to easily shut off radio signals and power while working on pole. (The City has the right to turn off or disconnect for necessary operations).
- Attachments to a Structure should have a smooth transition between the SWF and the Structure and (except for the top of a Cantenna) shall not have any flat surface of more than 1.5 inches to prevent creation of a ledge.
- A new SWF must provide adequate separation from any Park City-owned electronics, backhaul, or associated facilities.
- All SWFs and Wireless Provider-owned Structures shall be maintained by the Wireless Provider in a clean and good condition, free of graffiti, rusting, excessive dirt, and peeling paint. Park City shall have the authority to conduct inspections of the Wireless Facilities and Structures at any time to determine whether such Wireless Facilities and Structures comply with the requirements of these Design Standards.
- A Wireless Provider shall not possess, use, generate, release, discharge, store, dispose of, or transport any hazardous materials on, under, in, above, to, or from any right-of-way except in compliance with all applicable environmental laws and pre-approved by City. Wireless Provider shall promptly reimburse City for any fines or penalties levied against City because of Wireless Provider's failure to comply with environmental laws.
- A Wireless Provider may trim trees overhanging the City right-of-way to prevent the branches of such trees from coming in contact with the Wireless Facilities only with permission and under the direction of the City Engineer and at the Wireless Provider's expense.

2.2 LOCATION PREFERENCES:

- Unobtrusive Collocation on existing wireless facilities wherever possible.
- On-strand attachment to a utility pole.
- Attachment to utility poles.
- Attachment to plain wood or metal streetlights.
- Installation of standalone poles.
- Attachment to traffic signal poles.
- Attachment to kiosks or bins.

2.3 SMALL WIRELESS FACILITY EQUIPMENT

AESTHETICS – All Wireless Facility equipment should match the aesthetics of the pole and surrounding poles.

INTERNAL INSTALLS - Equipment shall be installed within an existing pole when technologically feasible and always on a new pole unless the Applicant proves to the satisfaction of the City Engineer structural feasibility for attachment to an existing pole. Any equipment installed within a pole may not protrude from the pole except to the extent reasonably necessary to connect to power or a wireline.

EXTERNAL SHROUDING - The Antenna shall be contained in a Cantenna and any other equipment shall be contained in an equipment cabinet unless the visual impact can otherwise be reduced by its location on the pole.

ELECTRICAL SERVICE - Requirements per RMP.

WIDTH – In the event of ancillary SWF equipment, the preferred method for storage is either within an existing base cabinet, an aesthetically similar base concealment, or an underground enclosure. In the event these options are not available, a side mounted enclosure may be utilized, with a width not to exceed 16” and an overall volumetric capacity not to exceed four cubic feet.

SIDEARM (OFF-SET) INSTALLS - If permitted, may not allow the furthest point of the enclosure to extend more than 18 inches from the pole.

CONDUITS - All cables shall be in conduits and shall be flush with the pole unless required to be installed inside the pole.

HARDWARE ATTACHMENT - All hardware attachments should be hidden. Welding onto existing equipment is not permitted.

COLOR - All equipment should be painted to match pole aesthetics. Paint should be powder coated over zinc paint. If a wood pole, the visible attachments and hardware shall be colored gray.

EQUIPMENT CABINET ACCESS DOORS - Lockable access door sized to install, maintain, and remove all Wireless Facility equipment as needed shall meet Wireless Provider's requirements. Utility access shall be per RMP requirements.

CABLES - All cables shall be clearly labeled for future identification.

CANTENNAS - Cantenna must be mounted directly on top of a standalone pole, unless a side arm installation is required by a pole owner. A tapered transition between the upper pole and Cantenna is required. Cantenna shall minimize width and volume as much as possible but maximum Cantenna diameters for SWFs shall be 22.5 inches.

STICKERS - Any on-pole cabinet and ground mounted utility box should be labeled a (1) RF warning sticker, background to match pole color, no larger than 4 x 6 inches facing to the street near the elevation of the antennae; and (2) 4 x 6 inch (maximum) plate with the Wireless Provider's name, location, identifying information, and 24-hour emergency telephone number. Advertising, logos, or decals are prohibited.

LIGHTS - There shall be no lights on the equipment unless required by federal law.

GROUND MOUNTED EQUIPMENT BOX - Must meet and follow existing City ordinances for ground mounted utility boxes and be attached to a concrete foundation.

HEIGHT OF EQUIPMENT ON POLE - The lowest point may not be lower than 8 feet from the grade directly below the equipment enclosure.

POWER METER - As required by RMP and in a location that (1) minimizes its interference with other users of the City right-of-way including, but not limited to, pedestrians, motorists, and other entities with equipment in the right-of-way, and (2) minimizes its aesthetic impact.

2.4 NEW AND REPLACEMENT METAL POLES

POLE STYLE - Round. Pole shall match aesthetics of surrounding streetlights. Pole extension on traffic signal pole shall match the rest of the pole.

POLE CONNECTION - Attachments to the side of a pole must be placed perpendicular to the street away from the vehicular traffic.

COLOR – Any pole, pole extension, attachment, or associated appurtenance shall match the existing streetlight pole color aesthetics and be deemed sufficiently corrosion resistant.

HEIGHT - Any pole with a Collocated Wireless Facility shall not exceed 50 feet including the equipment or 10 feet taller than the tallest light pole or utility structure within a 300-foot radius of the proposed location, whichever is shorter. Pole shall be measured from the top of the foundation to the top of the Antenna.

DESIGN WIND VELOCITY - All structural components of Wireless Facility and Structure, pole, standard, base, equipment cabinet, couplers, anchor bolts, luminaires, Antenna, and other attachments to be used shall be designed for a minimum of 115 MPH wind velocity, in accordance with AASHTO's Standard Specifications for Structural Supports for Highway Signs, Luminaires, and Traffic Signals, TIA-222 rev G and ASC 710 with IBC 2012 (or latest standard), plus amendment for snow loading and other local conditions. Any pole not meeting these requirements may not be used for a Wireless Facility, or must be replaced.

CONDUITS - All cables shall be in conduits and shall be flush with the pole unless required to be installed inside the pole.

2.5 SMALL WIRELESS FACILITY COLLOCATED ON A POLE

Subject to the provisions of this Section, Collocation of Wireless Facilities is generally preferred over new support structures if it can be accomplished in a way that better compliments the character of the surrounding area.

Collocation with non-municipal facilities: Collocation on facilities or support structures owned by parties other than the City is subject to the following:

Where an existing facility or support structure can potentially accommodate collocation of a new wireless facility, collocation will be required unless:

- The Applicant submits substantial evidence supporting the unsuitability of the Collocation;
- The owner of the existing facility or support structure is unwilling to accommodate the Applicant's equipment and cannot be required to cooperate.

Authorization for Collocation on a facility or support structure owned by a party other than the City will be voided if the facility or support structure is destroyed, removed, relocated, or replaced, unless:

- The owner of the collocated facility obtains a new Right-of-Way use Permit; or
- The facility or support structure accommodating the collocation is replaced with a facility or support structure comparable in size, mass, appearance, and placement, as determined by the City Engineer.

All installations are subject to the City Permit Application and review process.

2.6 POWER AND GROUND MOUNTED UTILITY BOXES

- Back up batteries must be in a ground mounted utility box, or underground where possible.
- A separate meter and disconnect is required for both the power and the cell signal that can be accessed and operated by street lighting maintenance personnel.
- Ground mounted utility boxes must have metered power.

2.7 STANDARDS FOR SWFs NEAR PROPERTIES LISTED IN THE NATIONAL REGISTER OF HISTORIC PLACES AND/OR WITHIN HISTORIC ZONING DISTRICTS (HRL, HR-1, HR-2, HRM, HRC, HCB) AND/OR ADJACENT TO A SIGNIFICANT OR LANDMARK SITE LISTED ON THE PARK CITY HISTORIC SITES INVENTORY (LMC § 15-11-10)

To maintain and protect the character of:

- (1) The Park City Main Street Historic District listed in the National Register of Historic Places,
- (2) The Historic Districts created by City Council pursuant to Utah Code § 10-9a-503 and designated Historic Zoning Districts in Land Management Code Chapters 15-2.1 through 15-2.6, and
- (3) Sites, buildings, and structures listed in the National Register of Historic Places and/or designated Landmark or Significant on the Park City Historic Sites Inventory outlined in Land Management Code § 15-11-10,

Wireless Facilities proposed to be located within Historic Districts or within 250 feet of Historic Districts or Historic Sites are subject to these Design Standards and this Section 2.7, and to review and approval by Historic Preservation staff and the Planning Director prior to the execution of the Master License Agreement.

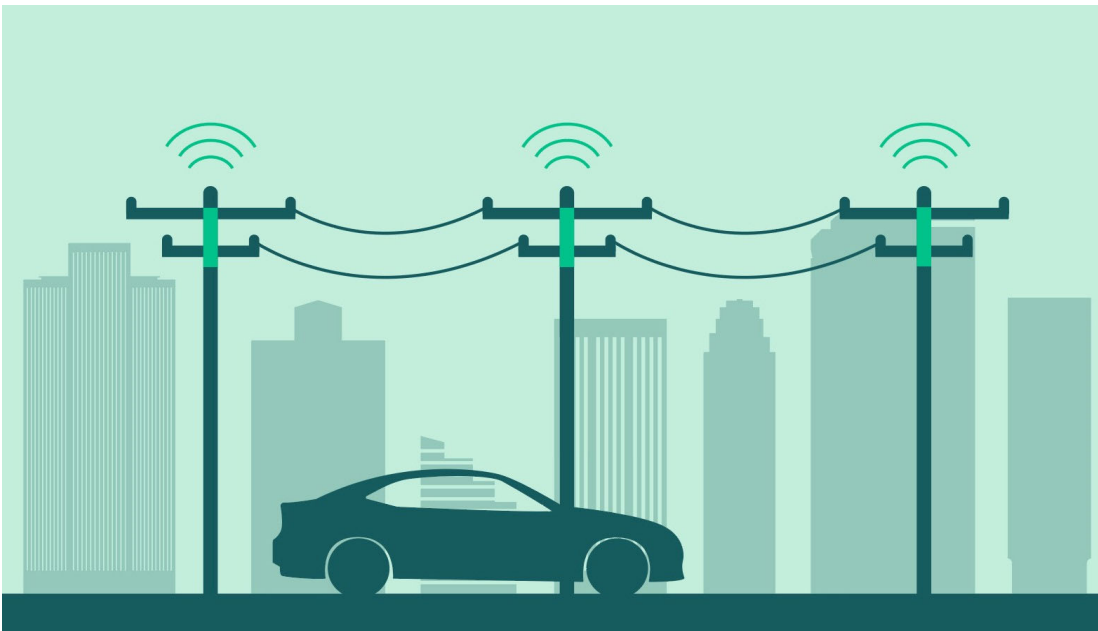
Applications submitted for the placement of Wireless Facilities within 250 feet of districts, sites, buildings, structures, or objects significant in American history, architecture, archeology, engineering, or culture that are listed or are eligible for listing in the National Register of Historic Places, are required to obtain approval pursuant to Section 106 of the National Historic Preservation Act prior to the execution of the Master License Agreement.

SWFs proposed to be located within Historic Districts or within 250 feet of a Historic District or Historic Site are subject to the following:

- Wireless Providers shall submit a Small Wireless Facility Historic District Design Review Pre-Application for review by the Planning Department.
 - There is no Pre-Application fee.
 - The Pre-Application shall include the materials submitted to the Engineering Department for the SMALL WIRELESS FACILITY WITHIN PUBLIC RIGHTS OF-WAY AND ENCROACHMENT PERMIT APPLICATION & AGREEMENT, as well as four photographs showing panoramic views of the proposed location in the neighborhood context, and proposed materials and colors.
 - Historic Preservation staff and the Planning Director shall review a complete Pre-Application within seven business days and shall notify the applicant regarding approval, conditions or approval, or denial by the end of the seventh business day.

- ~~Wireless Facilities must employ screening, concealment, camouflage, and stealth techniques to minimize visual impacts.~~
- ~~If a Wireless Provider must displace a Main Street Decorative Light to collocate a SWF, the replacement Structure must reasonably conform to the design aesthetic and height of the displaced Main Street Decorative Light. See Attachments A & B.~~
- ~~Wireless Facilities shall not be installed along the primary façade or lot frontage of a site, building, or structure listed on the National Register of Historic Places and/or designated Landmark or Significant on the Park City Historic Sites Inventory.~~
- ~~The height of any new or replacement Structure shall not exceed the Building Height for that Zoning District.~~
- ~~The design of Wireless Facilities shall be integrated with existing Structures, including height, color, style, placement, design, and shape.~~
- ~~A Wireless Provider shall not install a new Structure in City ROW adjacent to the Historic Residential Low — Density, Historic Residential — 1, Historic Residential — 2, and Historic Residential Medium Zoning Districts if the curb to curb measurement of the ROW is 60 feet wide or less as depicted on the official plat or other measurement provided with the Application, unless the City has given prior written consent based on evidence provided that demonstrates:~~
 - ~~There is insufficient wireless service to meet the demand in the immediate vicinity.~~
 - ~~There are no other feasible options to provide adequate service along the residential street.~~
 - ~~Preferred to be between curb and sidewalk in park strip. If no park strip is available, consider a corner installation before an installation on lawn.~~
- ~~Ground mounted utility boxes shall be undergrounded when possible. If ground mounted utility boxes cannot be undergrounded as determined by the City Engineer, ground mounted utility boxes shall be shielded by landscaping, pursuant to Land Management Code Chapter 15-13, and § 15-5-5(N).~~

3.0 ATTACHMENTS UTILITY POLE (includes Park City & Third Party poles)



3.1 PURPOSE

This Section is for attachment of a SWF to Park City or a third party utility pole. A SWF attachment will conform to pole owner's attachment standards.

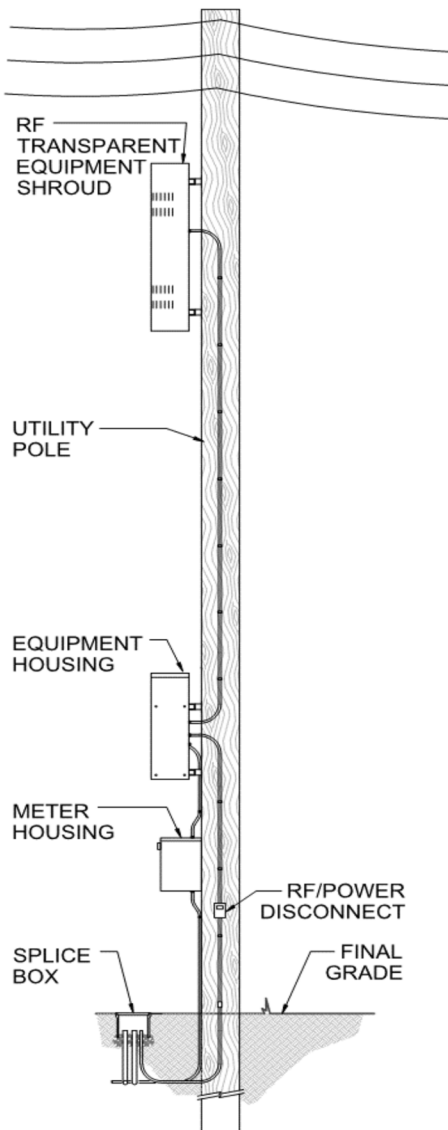
3.2 STANDARDS

Any attachment to a third party Structure or utility line must first be approved by the owner of the infrastructure. This includes attachment of overhead fiber and on-strand attachments proposed to attach to a utility pole. These Design Standards apply whether attachment is to an existing utility pole, or if the owner requires installation of a replacement pole.

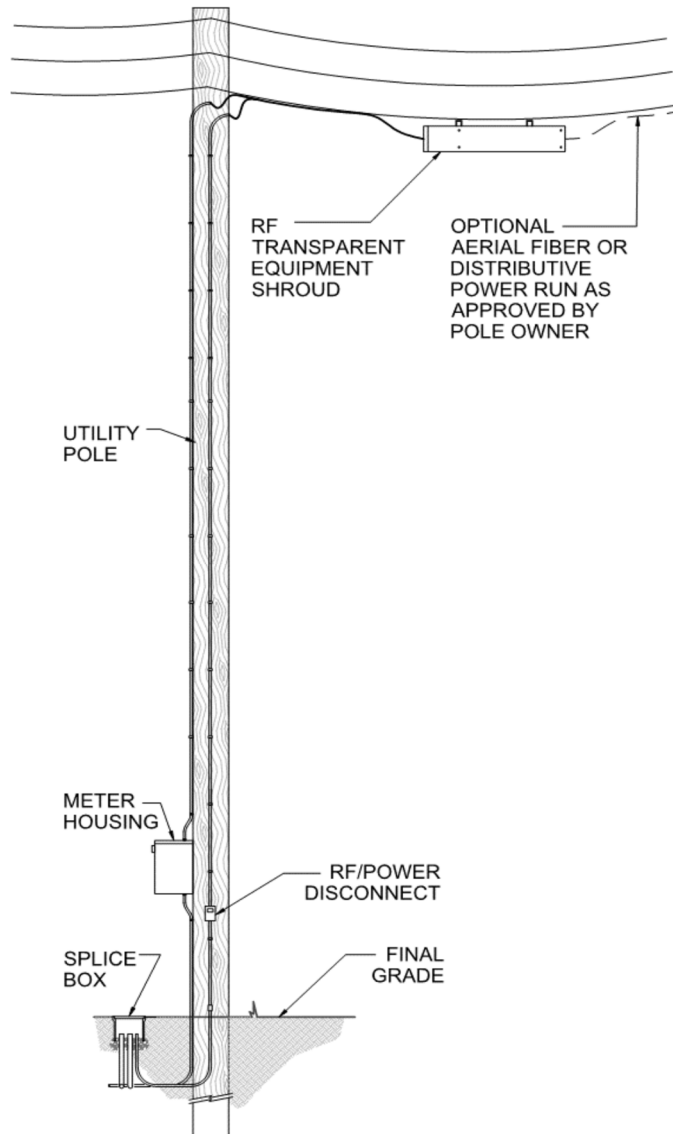
See Figure 3.1 for typical connections. Refer to the utility company for specific requirements and approvals.

Figure 3.1 Attachments To Utility Poles

Type A – Utility Mounted Pole

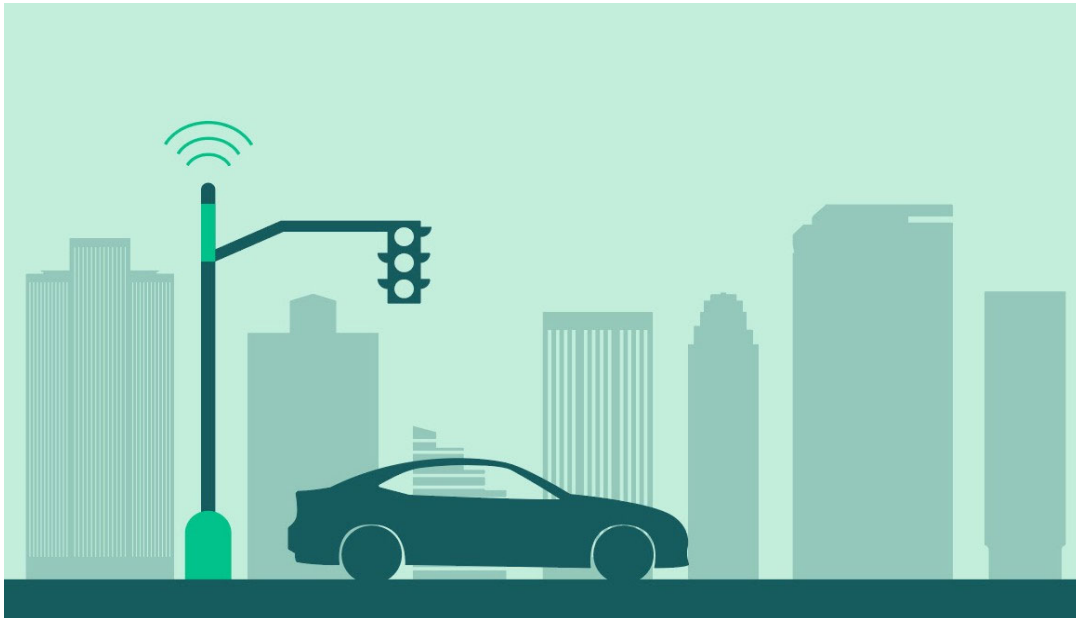


Type B – Strand Mounted



*This equipment will be attached to existing wooden utility poles located within PCMC's right of way, all equipment installations shall be approved by the appropriate utility.

4.0 ATTACHMENTS TO TRAFFIC SIGNAL POLES



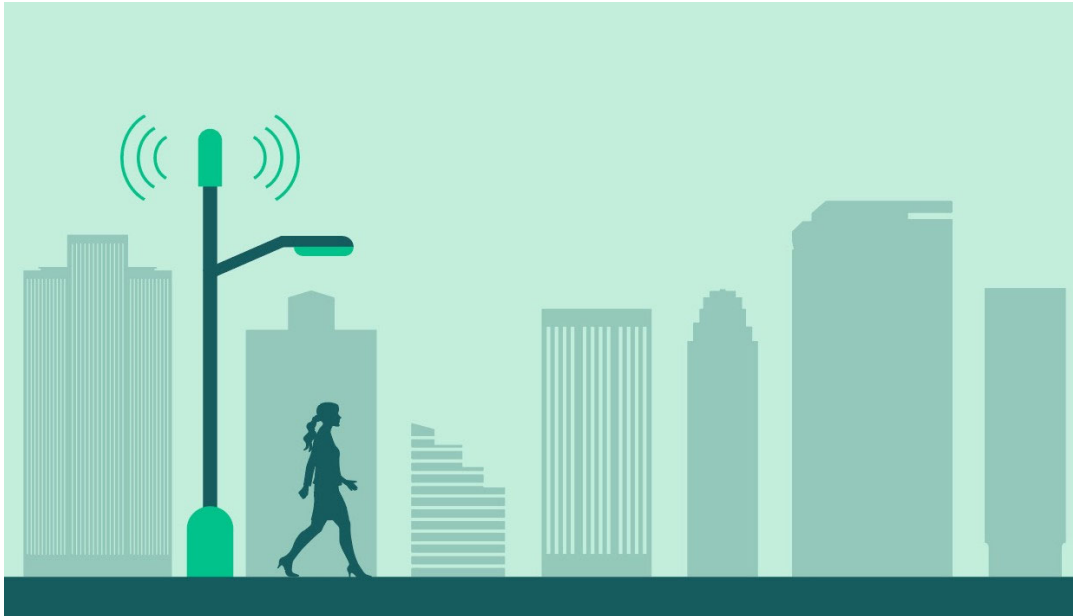
4.1 PURPOSE

This Section of the Design Standards governs attachment of a SWF to the top of an unused traffic signal upright pole. A SWF may not be placed on a traffic signal upright pole where there is a luminaire attached.

4.2 REQUIREMENTS

The Wireless Provider needs to obtain approval from the Utah Department of Transportation for the placement of any infrastructure on a traffic signal pole. Wireless Provider must demonstrate that the proposed SWF shall not cause any interference with any City or State owned systems on a pole such as a public safety radio system, emergency signal control devices, radio read water meters, “smart” street lights, future “smart city” applications, other city communications components. City will provide any frequencies for equipment described above to the Wireless Provider to assist in the analysis.

5.0 ATTACHMENTS TO STREET LIGHTS



5.1 PURPOSE

This Section governs SWF attachments to a streetlight. Three different types of SWF installations are permitted on streetlights, including:

- Collocating SWF equipment on plain (non-decorative) wood or metal streetlight poles.
- Replacing an existing or adding a new wood or metal streetlight pole so that SWF equipment can be attached.
- Collocating on enhanced or decorative service area streetlight poles.

5.2 STANDARDS

All Wireless Provider equipment shall be housed internal to the equipment cabinet or hidden behind the Cantenna if possible. No Wireless Provider equipment shall be strapped to the outside of the pole.

On an existing pole, the equipment excluding the Antenna shall be shrouded in an equipment cabinet if on the pole, otherwise shielded from view (for example, behind a sign), hidden within the Cantenna, or contained in a ground mounted utility box.

On a new streetlight, the Wireless Provider may house the equipment inside the pole structure in an equipment cabinet at the base of the upper pole.

Base equipment shall be round with a preferred base cabinet diameter of 16- inches with a maximum 20- inch diameter.

The meter shall be contained in a ground mounted utility box, unless permitted to be inside an equipment cabinet as approved by RMP.

New streetlights or replacement streetlights shall comply with the Dark Sky standards and the City Design Standards and specifications which provide guidance on luminaire design aesthetics, lighting level criteria, typical street light spacing, and street light details.

All equipment height shall be above the ground at least 8 feet.

Equipment should be oriented to face away from traffic.

The size of SWF should be minimized as much possible to mitigate visual impact without interfering with the SWF operation.

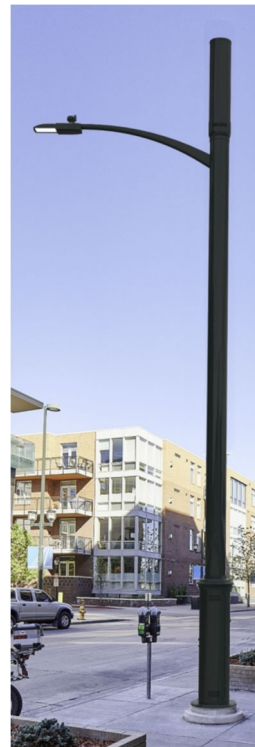
Equipment may not block visibility of streetlight banners.

An example of an unacceptable small cell installation and acceptable installation can be found in Figures 5-1 and 5-2.

Figure 5-1: Unacceptable



Figure 5-2: Acceptable

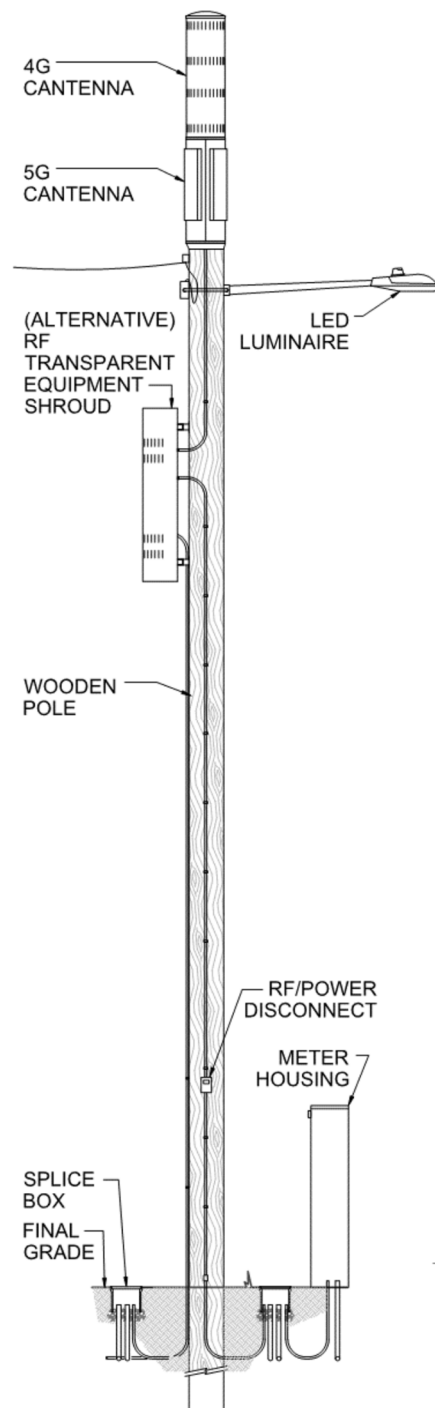


- Conduit, mounting bracket, and other hardware must be hidden from view.
- Cantenna must include a smooth transition between upper pole and Cantenna attachment.
- Upper pole shall be smooth and straight, with 1.5-inch (max.) of flat surface where mounted to the equipment cabinet.
- Equipment cabinet must be round. 16-inch diameter is preferred, 20-inch diameter max.

Attachments to an enhanced service area light pole cannot change overall character of light or proportion of the luminaires with the placement of a Cantenna. The lighting level of service cannot be decreased.

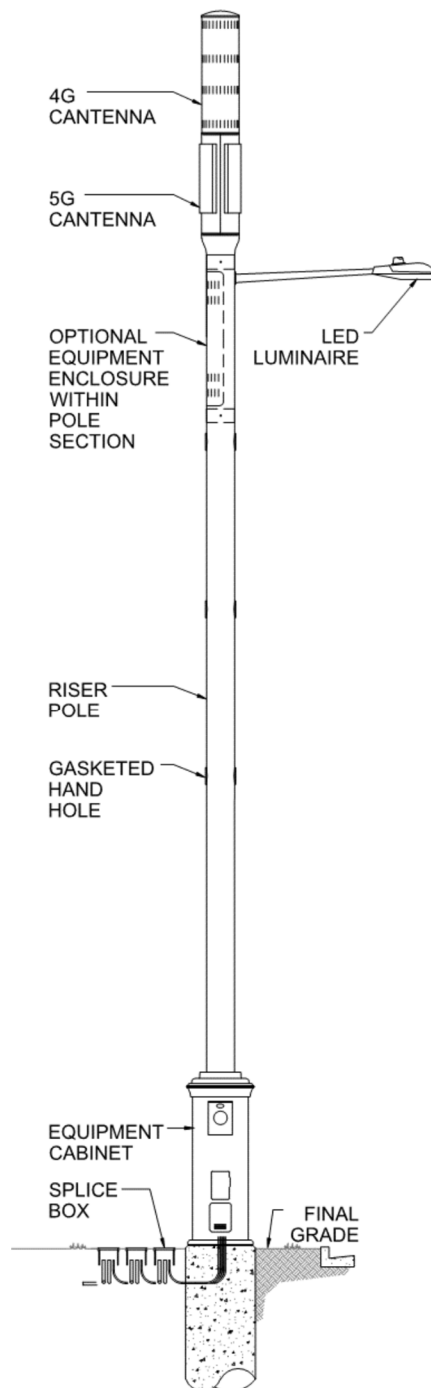
- All new luminaires shall be the same height as adjacent streetlight luminaires.
- City may require a new streetlight in lieu of a standalone pole.
- Wood poles only allowed by approval in areas that are predominately wood or when replacing an existing wood pole.
- Any lighting replacements shall provide equivalent light spread, intensity, and color temperature.
- Wherever feasible underground equipment enclosures shall be utilized to conceal ancillary equipment required for the wireless installation.

Figure 5-3: Existing Wooden Street Light Pole



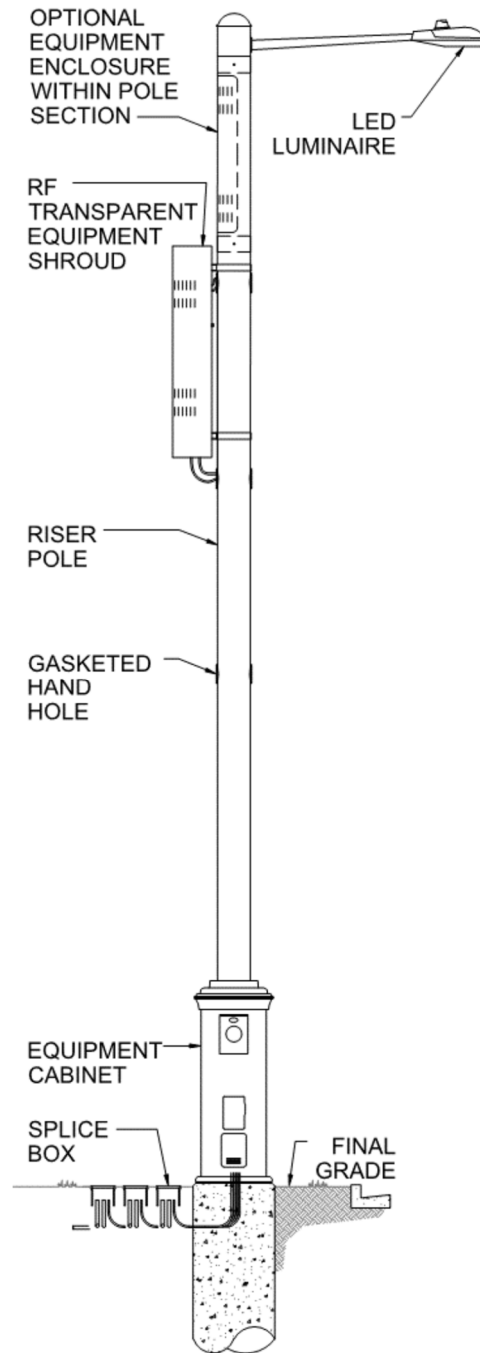
*This equipment will be attached to existing wooden streetlight poles that do not require structural modifications.

Figure 5-4: Combination Street Light Pole - Antenna



*Combination poles shall be installed in all situations that require the removal of an existing streetlight pole (wood, metal, fiberglass, etc.) and replacement with a new combination pole.

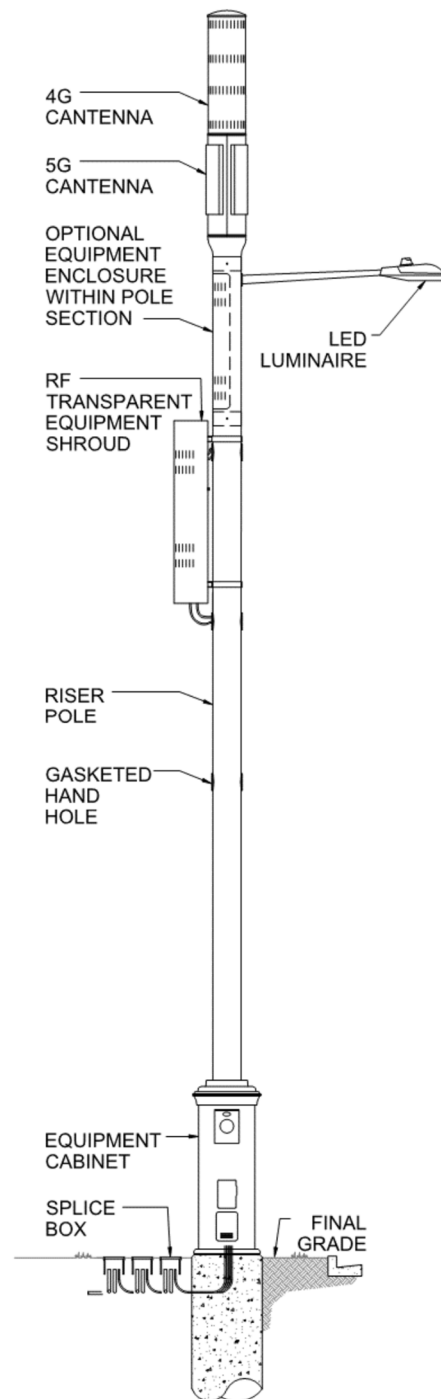
Figure 5-5: Combination Street Light Pole - External Shroud



*Combination poles shall be installed in all situations that require the removal of an existing streetlight pole (wood, metal, fiberglass, etc.) and replacement with a new combination pole.

**To qualify for an external shroud permit, the Applicant must demonstrate that the proposed deployment(s) cannot be integrated into the equipment or the Antenna.

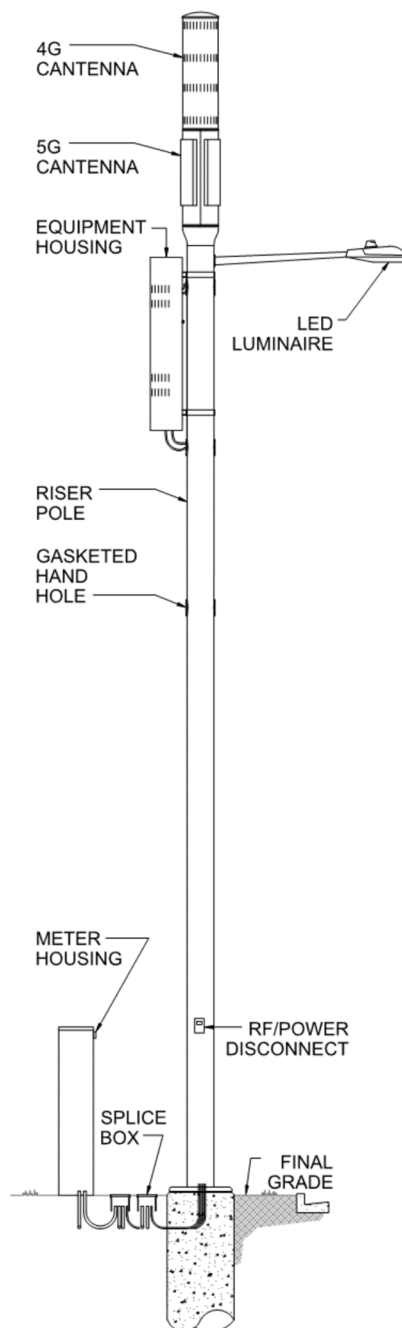
Figure 5-6: Combination Street Light Pole - Cantenna and External Shroud



*Combination poles shall be installed in all situations that require the removal of an existing streetlight pole (wood, metal, fiberglass, etc.) and replacement with a new combination pole.

**To qualify for an external shroud permit, the Applicant must demonstrate that the proposed deployment(s) cannot be integrated into the equipment or the Cantenna.

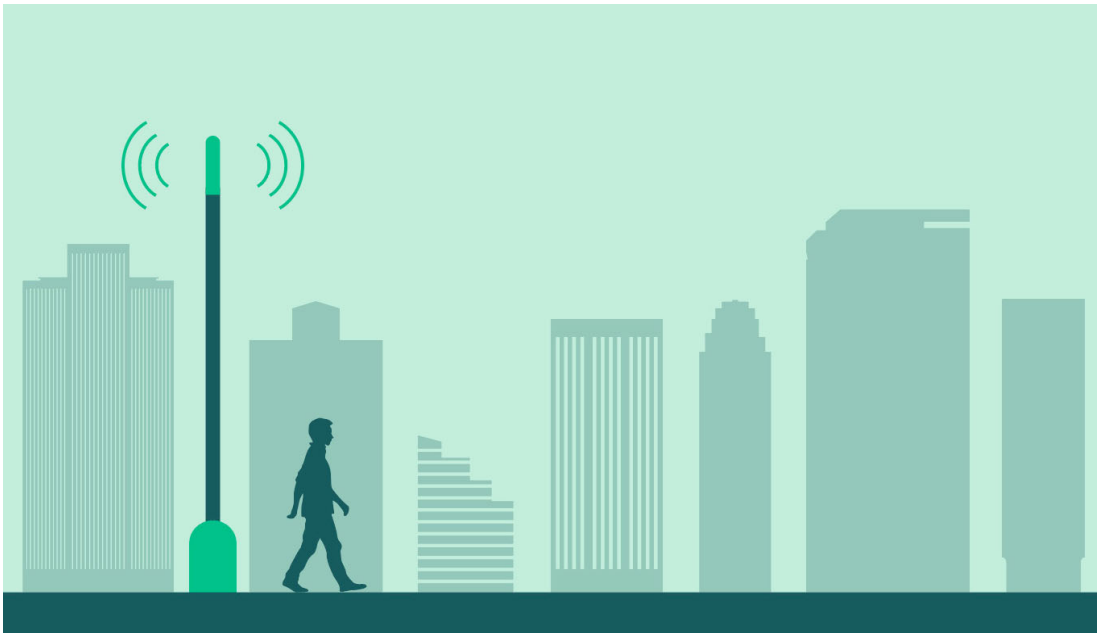
Figure 5-7: Combo Street Light Pole - Distributive Power w/ Antenna and External Shroud



*Combination poles shall be installed in all situations that require the removal of an existing streetlight pole (wood, metal, fiberglass, etc.) and replacement with a new combination pole.

**To qualify for an external shroud permit, the Applicant must demonstrate that the proposed deployment(s) cannot be integrated into the equipment or the Antenna.

6.0 INSTALLATION OF STANDALONE POLES



6.1 PURPOSE

This Section of the Design Standards is to be used when installing a freestanding SWF installation, referred to as a standalone pole.

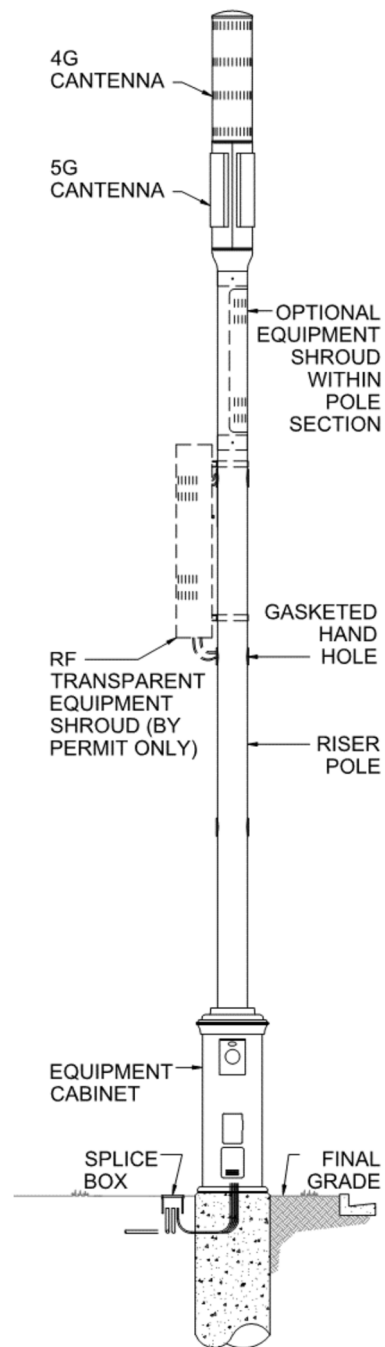
6.2 STANDARDS

All Wireless Facility carrier equipment excluding the Antenna shall be housed internal to an equipment cabinet at the base of the pole or hidden behind the Cantenna. No Wireless Provider equipment shall be strapped to the outside of the monopole.

- Standalone poles to be consistent with neighborhood pole style and material type.
- New monopoles must be metal (aluminum or steel).
- Ownership of standalone poles is to remain with the Wireless Provider. City reserves the right to attach any sign (such as a no parking sign) on the monopole.
- At least 15% of the pole design structural capacity shall be reserved for future City installations.
- All new poles must have appropriate clearance from existing utilities.

Freestanding SWF pole components include the foundation, equipment cabinet, upper pole, Cantenna, and all hardware and electrical equipment necessary for a complete assembly, as shown in **Figure 6-1**

Figure 6-1: Standalone Pole Small Wireless Facility



*This equipment may be installed when no existing streetlight or other appropriate location is within 25 feet of the proposed freestanding location. To qualify for an external shroud permit, the Applicant must demonstrate that the proposed deployment(s) cannot be integrated into the pole assembly.

6.3 PLACEMENT REQUIREMENTS

All standalone poles shall be privately owned and must be permitted by Park City Engineering via the ROW Permit Requirements as outlined in the Master License Agreement and to the extent technically feasible.

- Preferred location for new pole is generally on property line to avoid interference with building face, views, business signage, pedestrian flow, etc.
- In a manner that does not impede, obstruct, or hinder pedestrian or vehicular travel.
- ~~So as not to be located along the frontage of a Historic building, deemed historic on a federal, state, or local level.~~
- So as not to significantly create a new obstruction to property sight lines.
- At the intersection of property lines, or along secondary property street facing.
- Within the street amenity zone whenever possible.
- In alignment with existing trees, utility poles, and streetlights.
- Equal distance between trees and other poles when possible, with a minimum of 15 feet separation such that no proposed disturbance shall occur within the critical root zone of any tree.
- With appropriate clearance from existing utilities.
- Located outside of the clear sight triangle at intersection corners as shown in Figure 6-4.
- 10 feet away from the triangle extension of an alley way flare.
- Shall not be located within 100 feet of the apron of a fire station or other adjacent emergency service facility.
- **Minimum spacing between proposed and existing privately-owned wireless support structures.** The minimum horizontal distance between a new wireless support structure and associated small wireless facilities and any other existing, or permitted but unconstructed, wireless support structures and small wireless facilities on the same side of the right-of-way at the time a complete Application is filed with the city, irrespective of the owners/operators, should generally not be less than 300 linear feet, as measured parallel to the right-of-way, unless otherwise approved.
- **Multiple requests in violation of spacing requirements.** If multiple requests are received to install two or more wireless support structures that would violate the applicable spacing requirements, or to Collocate two or more small wireless facilities on the same wireless support structure, the City may resolve conflicting requests through whatever reasonable and nondiscriminatory manner it deems appropriate.
- **City proposed alternative location for wireless support structures.** The City may propose an alternate location to any proposed location of a new wireless support structure, subject to the following:
 - That the alternate location is within one hundred (100) feet of the proposed location or within a distance that is equivalent to the width of the right-of-way in which the

new wireless support structure is proposed, whichever is greater; and

- The operator shall use the alternate location if it has the right to do so on reasonable terms and conditions and the alternative location provides a comparably equivalent technological solution or additional costs.

- **Waiver to City directed alternate wireless support structure location or undergrounding requirements.** Small wireless operators may seek a waiver of the undergrounding or alternative location requirements for the placement of a new wireless support structure if the operator is unable to achieve its service objective using a small wireless facility under the following circumstances:

- From a location in the right-of-way where the prohibition does not apply;
- In a utility easement within the right-of-way the operator has the right to access; or
- In or on other suitable locations or structures made available by the City at reasonable rates, fees, and terms.

6.4 STANDARDS FOR STANDALONE POLES RESIDENTIAL STREETS LESS THAN 60 FEET WIDE

Residential zones: A Wireless Provider may not install a new utility pole in City ROW adjacent to a residential zone, if the curb to curb measurement of the street is 60 feet wide or less as depicted on the official plat records or other measurement provided with the Application, unless the City has given prior written consent based on evidence provided that demonstrates:

- There is insufficient wireless service to meet the demand in the immediate vicinity.
- There are no other feasible options to provide adequate service along the residential street.
- Preferred to be between curb and sidewalk in park strip. If no park strip is available, consider a corner installation before an installation on lawn.

Figure 6-2 shows a freestanding SWF which is preferred to be a minimum of 250 feet apart radially. This radius extends around corners and into alleys. They shall be located in line with trees, existing streetlights, utility poles, and other furniture located in the ROW, as shown in **Figure 6-3**.

Figure 6-2: Freestanding SWF spacing radius

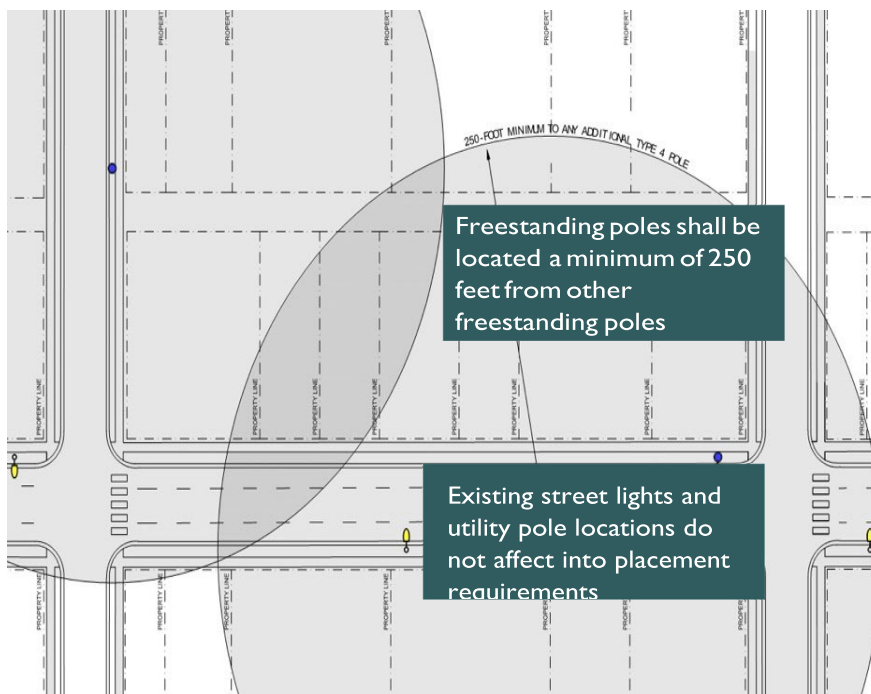


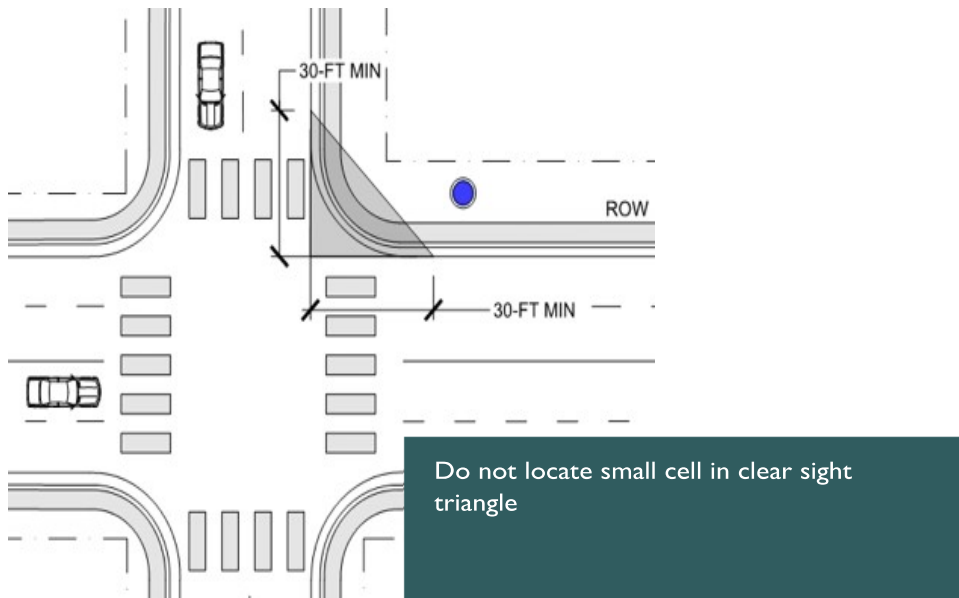
Figure 6-3: Freestanding Pole SWF in City ROW



Freestanding SWF shall be located such that they in no way impede, obstruct, or hinder the usual pedestrian or vehicular travel, affect public safety, obstruct the legal access to or use of the City ROW, violate applicable law, violate or conflict with City ROW, Design Standards, specifications, or design district requirements, violate the Federal Americans with Disabilities Act, or in any way create a risk to public health, safety, or welfare.

Freestanding SWFs shall be located within the ROW and off set from the sidewalk as shown in **Figure 6-4 Sight Triangle**.

Figure 6-4 Sight Triangle



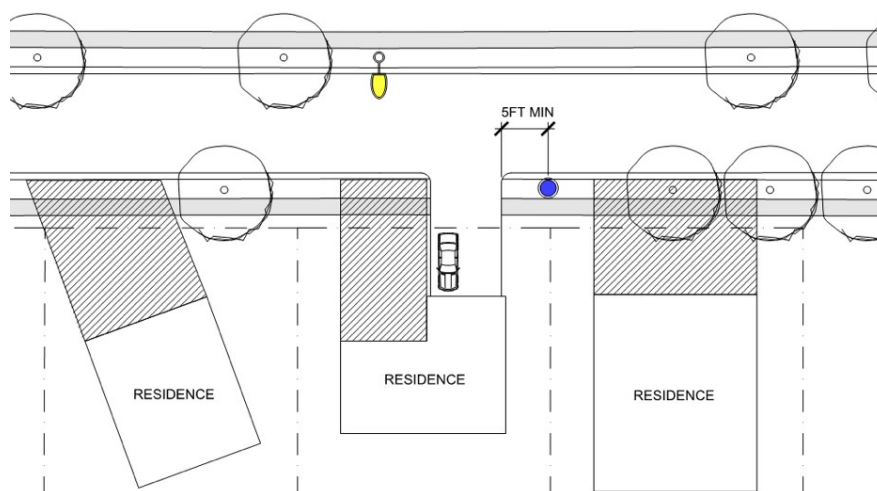
Freestanding SWFs shall be located at intersecting property lines as much as possible. Whenever possible, the freestanding SWFs shall be located on the secondary street. SWFs shall also be located a minimum of 15 feet away from trees to prevent disturbance within the critical root zone of any tree, as shown in **Figure 6-5**.

Figure 6-5: Freestanding SWF Location Between Property And Trees



The SWFs shall not be installed between the perpendicular extensions of the primary street-facing wall plane of any single or two-family residence as shown in **Figure 6-6**.

Figure 6-6: Freestanding SWF Between Property Lines



- Freestanding SWFs in the perpendicular extension of the primary street-facing wall plane is prohibited.
- Freestanding SWFs in front of driveways, entrances, or walkways is prohibited.

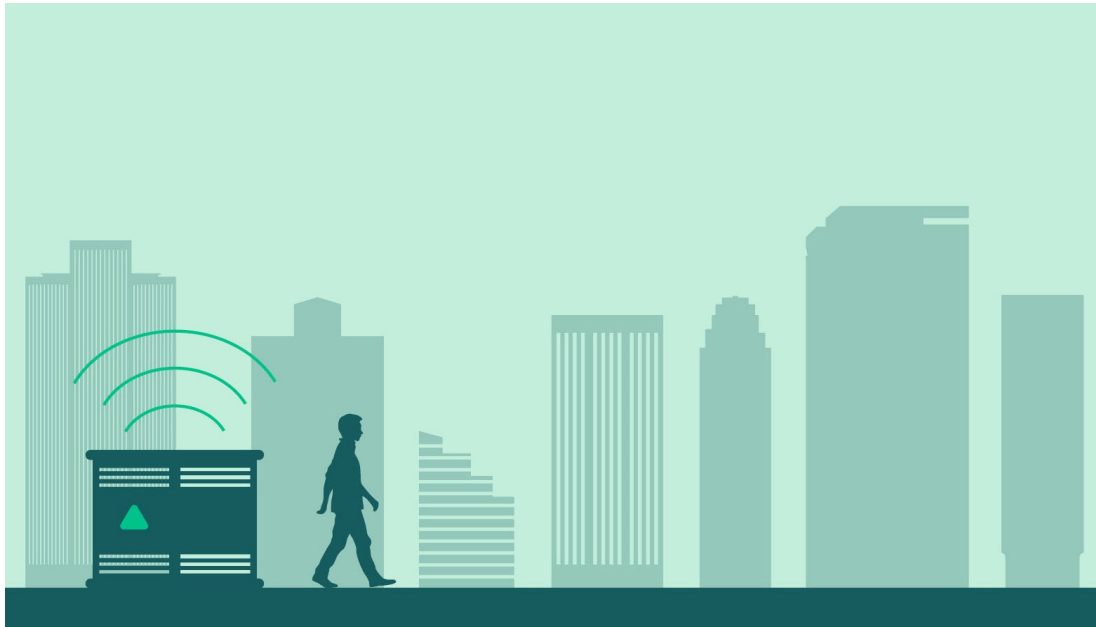
SWFs shall not be located in front of storefront windows, primary walkways, primary entrances or exits, or in such a way that it would impede a delivery to the building. SWFs should be located

between properties as much as possible as shown in **Figure 6-7**.

Figure 6-7: SWFs In Commercial Area



7.0 OTHER ATTACHMENTS (Kiosks, Bins, Etc.)



7.1 PURPOSE

This Section of the Design Standards is to be used for SWF installations on other City owned assets located in the City ROW such as kiosks and signs.

7.2 STANDARDS

All SWFs proposed to be installed on kiosks, bins, or signs within the ROW shall be approved by Park City prior to installation.

Kiosks are generally small structures used for advertising local events. Installation of SWFs on a kiosk will require all equipment to be installed within the kiosk or the roof structure with a Cantenna extending above the roof. The design of the facility must take into account the architectural design of the kiosk and the surrounding development to accomplish the goal of integrating the facility and limiting its visual impact.

Utah Code Chapter 54-21 allows the installation of SWFs on signs located within the City ROW. Most signs in the City ROW are related to public safety, traffic, and parking regulations and/or provide directional information. Park City will consider the placement of SWFs on pole signs located within the City ROW only when it can be demonstrated that the SWF will not create any hazard for pedestrians, cyclists, or motor vehicles, visibility of adjacent buildings is not unduly impaired, and the existing structure can adequately handle the structural requirements for such a SWF.

7.3 BASIS OF DESIGN

The SWF design and installation shall be compatible with the aesthetics of existing kiosks, bins, or signs. The Wireless Provider shall provide a photo simulation of the proposed design prior to

submitting a permit Application to determine consistency with adjacent poles and lights. The SWF components shall be sized to be proportional and limit the potential impact along the streetscape.

DESIGN STANDARDS FOR KIOSKS, BINS, Etc.

- All hardware connections shall be hidden from view.
- Equipment installed on kiosks, bins, or signs should be shrouded under the kiosk cap or roof.
- The Cantenna may extend a maximum of 10 feet above the kiosk cap or roof.
- The Cantenna assembly will be circular with cabling shrouded or enclosed.
- The Cantenna shall match the color of the kiosk or bin. Utilization of another color that best minimizes the visibility of the Antenna is acceptable.
- The SWF must meet all appropriate structural standards and wind loading specifications.
- The SWF shall be architecturally compatible with the design of the kiosk and create a cohesive aesthetic.

DESIGN STANDARDS FOR SIGNS

- SWF attached to freestanding Park City owned pole signs in the City ROW shall only be allowed on existing signs poles.
- The SWF Antenna shall only be installed on top of the sign pole.
- The SWF Antenna shall extend a maximum of 10 feet above the height of the existing sign pole and shall be installed above the sign mounted on the pole.

7.4 EXAMPLES OF OTHER ATTACHMENTS:



8.0 RADIO FREQUENCY CERTIFICATION REPORT

Park City requires that all new small wireless infrastructure proposed to be placed within Park City limits submit a Radio Frequency (RF) Certification Report to allow for responsible recordkeeping of wireless programs. The RF Report will contain an affirmation that the proposed installation will be FCC compliant. During the life of any approved Permit the City reserves the right to randomly test the operating RF levels of each site to confirm compliance with the FCC guidelines.

An RF Emissions Certification Report will consist of two parts: an RF Emissions Certification template and a site-specific RF Location Certification. Each RF Emissions Certificate shall be signed by a qualified Professional Electrical Engineer, filed with Park City Engineering as part of the applicable wireless company program, and referenced with each SWF Application. Each site specific RF Location Certification must be completed and signed by a Utah registered RF Professional Electrical Engineer who shall certify the siting specifics of the actual location(s).

8.1 RF EMISSIONS CERTIFICATION TEMPLATE

The specific information required for the RF Emission Certification Template is detailed in this section. Each Template shall be signed and sealed by a qualified Professional RF Emissions Engineer and filed with the Engineering Department in reference to the applicable Wireless Carrier program, and shall contain the following elements:

1. Description of the proposed equipment and deployment type, including heights, associated with the Template. Each unique Template shall be coded per the Carrier's program, such as: 1, 2, 3 or A, B, C.
2. All frequencies on which the proposed equipment will operate.
3. The number of channels that will be used on each frequency
4. A table explaining the Federal Communications Commissions (FCC) Rules and Regulations for the Maximum Permissible Exposure (MPE) limits for general population or occupational situations.

The MPE output levels for proposed equipment shall be clearly shown on a table at the Antenna level and ground level with the following columns: predicted power density (mW/cm²), FCC limits of power density (mW/cm²), and FCC general population limits (%MPE)

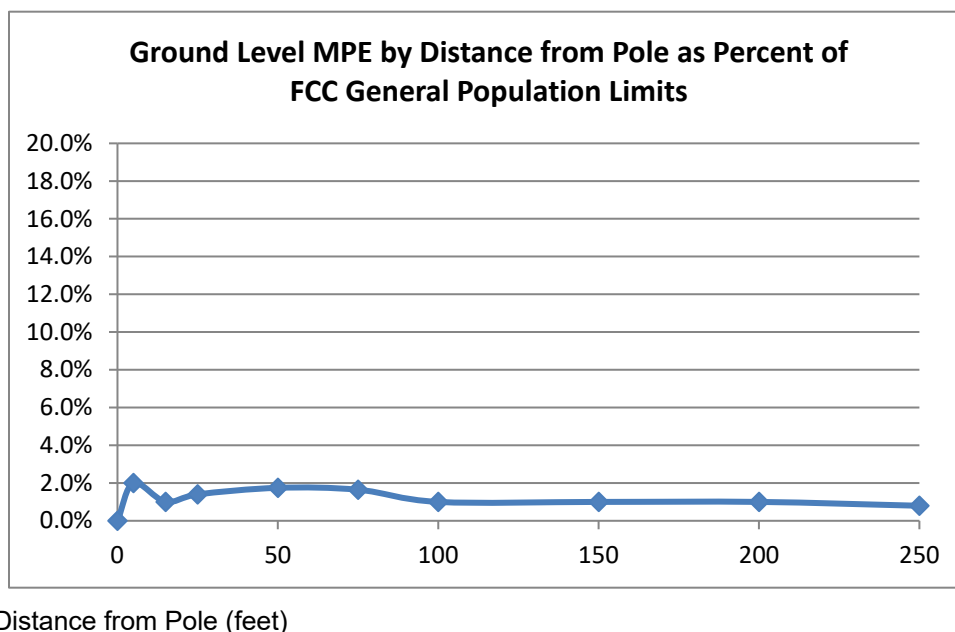
Table 8-1 (Example of) Permissible Exposure Limits*

Location	Predicted Power Density (mW/cm ²)	FCC Limit Power Density (mW/cm ²)	FCC General Population Limits (%MPE))
Antenna level	1.958	1.0	195.8%
Ground level	0.0092	1.0	0.92%

*Data within table is for example only and does not indicate specific requirements or limits,

5. A graphic of the predicted FCC General Population Limits (%MPE) at ground level as a function of distance up to 250 feet away from the pole. Figure 8-1: (Example of) FCC General Population Limits

Figure 8-1: (Example of) FCC General Population Limits



6. A compliance statement noting and depicting any requirement for RF alerting signage and occupational environmental compliance.

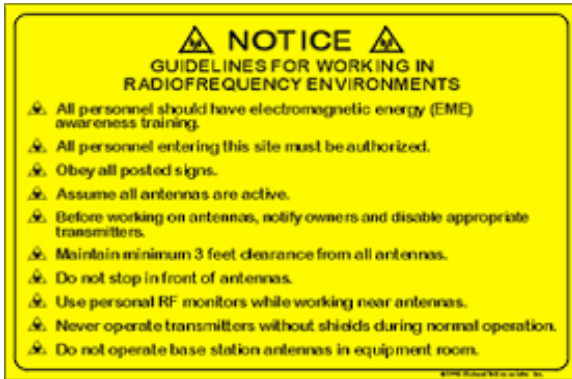
8.1.1 Typical Notification Signage

Portions of any transmitter site may have high power densities that could cause exposures in excess of the FCC Occupational or General Population guidelines.

- The companies that operate the Antennae are required by law to implement the following:
- Restrict access
- Post notification signs on every access point to increase awareness of the potential for exposure BEFORE one enters an area with Antennae.

Place additional notification signs and visual indicators in an area with Antennae (beyond an access point) where RF exposure levels may start to exceed the FCC's limits.

Table 8-2: Typical Notification Signage



(Notice) Radio Frequency Guidelines:
Informs people of the basic safety guidelines for working in an RF environment



Information:
Provides relevant contact information about the pole and/or Antenna location for any questions, emergencies, or requests.



(Blue):
Notice Indicates that, beyond the sign, RF exposure levels may exceed the General Population MPE limit but will remain below the Occupational MPE limit.



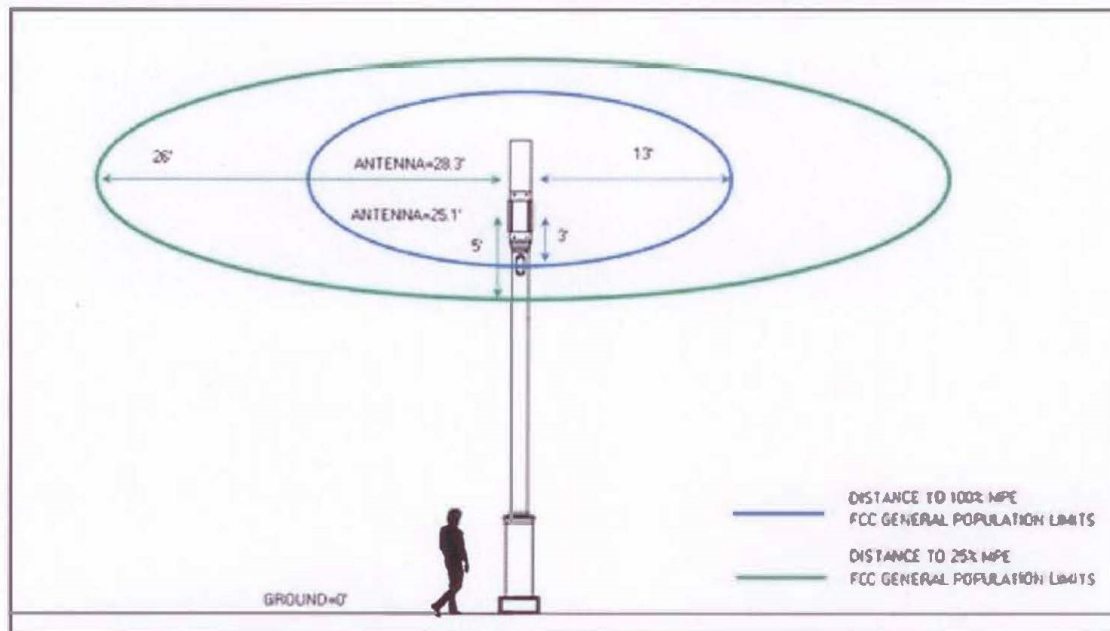
(Yellow) Caution:
Indicates that, beyond the sign, RF exposure levels may exceed the General Population and Occupational MPE limits.



(Red/ Orange):
Warning Indicates that, beyond the sign, RF exposure levels may substantially exceed the General Population and Occupational MPE limits.

7. A graphic, scaled elevation depiction of the maximum power density MPE levels proposed by equipment expressed as proportionally scaled lines at 100% and 25% of the FCC general population limits for continuous exposure. The elevation view shall provide measurements of the height above ground for the lowest point of each proposed transmitter, from ground to the top of the proposed pole, and horizontal distance from transmitter Antennas to MPE limit lines. A scaled human figure shall be proposed standing on the ground adjacent to the proposed pole.

Figure 8-2: (Example of) Elevation Depiction of the Proposed Equipment Emissions



8. Each template shall be signed and sealed by a qualified Professional RF Emissions Engineer

RF Location Certification

The site-specific RF Location Certification, prepared for each specific local Application bundle, shall include the information below for each specific proposed Antenna location. The RF Location Certification shall be signed off by a Utah Registered Professional Engineer qualified to endorse such a certification.

1. A general summary of the proposed wireless site(s) associated with the bundle, with clear references matching the Application address, site code, latitude and longitude, type of structure, RF Emissions Compliance Report Template (also referred to as the Equipment Deployment Template Type) applicable to Antenna location, and report date.
2. A scaled location map(s) on color aerial image background indicating proposed site location(s), street name(s), and distance(s) to the nearest occupied structure(s). If any of the equipment proposed would have any portion of the nearest structure within the 100%

General Population MPE limits, then the wireless equipment for that location must be “powered down”. A revised signed and sealed report from a Professional RF Emissions Engineer will be required to replace the template for that specific location.

3. Acknowledgement (or statement of none) whether or not there are any nearby commercial wireless radio transmitters that could affect the aggregate MPE of proposed equipment. If so, a revised signed and sealed report from a Professional RF Emissions Engineer will be required to replace the template for that specific location. The Certification shall also acknowledge what percentage the proposed equipment contributes to an aggregate MPE.
4. A stamp and signature from a licensed Professional Engineer with sufficient knowledge about each proposed location associated with the Application to affirm site-specific information provided, and that the applicable RF Emissions Template has been properly referenced for each location.

9.0 TECHNICAL SPECIFICATIONS

The following sections describe in detail the foundation and electrical specifications. All work completed in the ROW must be in accordance with these standards and the most current version of the Park City standards and specifications.

This work consists of furnishing and installing foundations, small cell poles, conduit, junction boxes, cable, wiring, junction boxes, and incidental materials for small cell installation in accordance with these specifications and in conformance with the details, lines, grades, and locations shown on the plans.

MATERIALS: Small Wireless Facilities materials shall conform to Small Cell and Electrical Materials.

FOUNDATIONS: Concrete bases and equipment pads shall be pre-cast or cast-in- place concrete per the City standard to meet ACI 318. A complete foundation includes the concrete, reinforcing steel, anchor bolts, leveling nuts, conduit stubs, ground rod and wire, excavation and backfill, restoration, accessories as required providing a complete unit. Banner arm (if required) wind loading shall be incorporated into light standard structural design.

SMALL CELL STANDARD: A complete light standard includes the metal upper pole, mounting bracket, mast arm(s), Cantenna, equipment cabinet, base, grounding system, and all hardware. The upper pole shall have a handhole at the top to maintain City fiber and streetlight electrical service. An optional handhole shall be provided at the bottom of the upper pole if fiber and electrical service cannot be accessed from the equipment cabinet.

Pole and mast arm or arms shall be the type and size shown on the plans.

CONDUIT: Conduit includes conduit, trenching, backfill, jacking, augering, fittings, drainage tees, sealing, restoration, and accessories as required to provide a complete installation.

ELECTRICAL WARNING TAPE: Detectable electrical warning tape shall consist of pre-manufactured non- adhesive polyethylene material that is unaffected by acids, alkalines, and other soil components. The color of the tape shall be red, and it shall be, at a minimum, 3.5 mils thick and 6 inches wide. Its tensile strength shall be 2,500 psi lengthwise.

The electrical tape shall include the following identification printed in black letters continuously along the length of the tape: "CAUTION BURIED ELECTRIC LINE BELOW".

The identification note and color of tape shall conform to the requirements of the "American Public Works Association (APWA) Uniform Color Codes (Red) – Electrical Power Lines, Cables, Conduit and Lighting Cables."

CONDUCTORS: Conductor includes control wiring, luminaire wiring, main circuit wiring, ground wiring, service entrance wiring, pulling, splicing, connections, testing, and all other wiring

necessary for a complete installation.

PULL BOXES: Pull box includes pull box, cover with bolts, excavation, gravel base, backfill, sealing, restoration, and accessories as required to provide a complete installation.

MATERIALS LIST: At the preconstruction conference the contractor shall submit to Park City three copies of a list of all materials and equipment to be incorporated into the work. The contractor shall include the following items on the list:

- Small cell standards
- Pull Box
- Fuse holders
- Conductors
- Conduit
- Wireless Lighting Control and Monitoring System
- Small cell foundations
- Equipment pads
- All other items required for a complete installation

Park City will return lists that are incomplete or that include unacceptable materials to the contractor for correction and re-submission.

The contractor shall not order materials or equipment until Park City and the party or agency responsible for maintenance have reviewed and approved the materials and equipment list. Park City' approval of the list shall not relieve the contractor responsibility for the proper functioning of the completed installation.

GENERAL:

All work shall conform to these specifications and the National Electrical Code (NEC) when the small cell pole is owned by Park City or the Wireless Provider, or the National Electrical Safety Code (NESC) when the small cell pole is owned by Rocky Mountain Power.

The contractor and/or Wireless Provider shall keep fully informed of and comply with all Federal, State, and local laws, ordinances, and regulations, and all orders and decrees of bodies or tribunals having any jurisdiction or authority, which may affect those engaged or employed on the work, or affect the conduct of the work. The contractor and/or Wireless Provider shall protect and indemnify Park City and its representatives against any claim or liability arising from or based on the violation of any such law, ordinance, regulation, order or decree, whether by the contractor and/or Wireless Provider, the subcontractors, suppliers of materials or services, or their employees.

Each system shall be installed as shown on the plans or as designated. The contractor and/or Wireless Provider shall furnish and install all incidentals necessary to provide a complete

working unit or system.

CONCRETE FOUNDATION PADS AND SMALL CELL STANDARD FOUNDATIONS:

Foundations shall be installed as shown on the plans, complete with grounding. The contractor and/or Wireless Provider shall test and report soil conditions to Park City as necessary to ensure proper installation of foundations. Foundations shall be installed at the final grade.

All anchor bolts shall be positioned by means of steel templates. The center of the template shall coincide with the center of the foundation. Anchor bolt size and 19.5- inch bolt circle shall accommodate a 16-inch equipment cabinet per manufacturer's requirements. Anchor bolt size and 23.5-inch bolt circle shall accommodate a 20-inch equipment cabinet per manufacturer's requirements.

All small cell standard foundations shall be as detailed.

Conduits shall be properly positioned and anchored before the concrete is placed. Coordinate the base setback and orientation with Park City.

All foundations shall have ground rods conforming to the NEC or NESC. All foundations on structures shall be grounded to the structural steel by a method that is in accordance with the NEC or NESC and which is approved by Park City.

Concrete shall be Class B.

Anchor bolts shall be designed by the contractor's and/or Wireless Provider's engineer or as shown on the working drawings. The threaded ends of the anchor bolts, the nuts, and the washers shall be galvanized in accordance with ASTM A153.

ALL POLES AND CANTENNA STANDARDS:

Metal small cell standards shall be fabricated of steel unless otherwise approved by Park City. Whenever Small Wireless Standard Metal is specified, the contractor and/ or Wireless Provider shall furnish galvanized steel. The contractor and/or Wireless Provider may furnish aluminum small wireless standards if Park City gives approval. Material type and shape of small wireless standards shall be the same throughout the design district, unless otherwise approved by Park City.

All standards shall have weatherproof cable-entrance grommets located in conformity with the type of mounting used. Metal surfaces shall be free of imperfections marring the appearance and of burrs or sharp edges that might damage the cable.

All metal poles shall be straight and shall be supplied with polecaps when applicable and shall match existing pole types as closely as possible.

Steel mast arms shall be made of Schedule 40 standard steel pipe conforming to ASTM A 53.

All steel poles, mast arms and base flanges shall be hot-dip galvanized in accordance with ASTM A 123. Units on which the spelter coating has been damaged shall be repaired as provided in

AASHTO M 36, or other approved method.

Base flanges for steel poles shall have continuous welds both inside and outside, unless otherwise permitted. Base flanges inserted into the pole and bonded shall meet the requirements for materials and strength stated herein.

Each metal standard shall be wired with a breakaway fused connector of proper capacity rating. The fused connector shall be located in the equipment cabinet. If the light standard has no equipment cabinet, the fused connector shall be located in the pole at the hand hole.

All equipment cabinets or bases shall have vandal resistant, removable access doors.

Hardware used with steel standards shall be either cadmium plated steel, hot dip galvanized steel, or stainless steel and shall be color matched to the surrounding structure where applicable.

Materials shall be of a standard line from a name brand manufacturer or as specified in this document. Electrical material shall be listed by the Underwriters' Laboratories, Inc. (UL), and shall conform to the National Electrical Code (NEC) when the street lights are owned by Park City, or the National Electrical Safety Code (NESC) when the street lights are owned by the Utility. Material shall be the same as, or compatible with, that used and accepted by the agency responsible for maintenance.

Park City may inspect all lighting material and all electrical materials and all other materials and accept or reject them at the project site. Samples may be taken or manufacturer's certifications may be accepted in lieu of samples.

Poles, equipment cabinets, and bolts shall be galvanized stainless steel. Galvanizing will be performed in accordance with ASTM 123 and meet the following galvanization and paint requirements.

1. Galvanizing will be SSPC-SP1 Solvent wiped where needed and the Galvanizing will receive a sweep blast to a uniform dull appearance. Any areas of fracture will be repaired. Any excess zinc build up should be blended to no higher than the height of a dime with no thick edges or areas that may cause paint entrapment potentially leading to a premature coating failure.

The first epoxy coat typically should be applied within 120-180 minutes of abrasive blasting. Items shall be cleaned free of blast debris before coating. Compressed air should be used to clean items; items should be free of Oil, residue, and any other contaminants/debris.

- Epoxy Primer Gray- B107989EA80K-A
- Impact Resistance Direct 100 IN/LBS @ 2.0-3.0 Mils (ASTM D2794)
- Impact Resistance Indirect- 100 IN/LBS @ 2.0-3.0 Mils (ASTM D2794)
- Cross- Hatch Adhesion 5B (ASTM D3359)

- Conical Mandrel 1/8" (ASTM D522)
- Pencil Hardness 2H (ASTM D3363)
- Specific Gravity 1.58 +/- 0.05 G/ML
- Theoretical Coverage 121.63 ft²/LB @ 1.0 Mil
- 60 percent gloss 75-85 (ASTM D523)

The Epoxy prime coat shall be applied on poles for an DFT Average of 5.0 Mils for the bottom eight feet, 3.0 Mils DFT above that. Arms have the epoxy prime applied for a 3.0 mil DFT. DFT readings shall be taken in accordance with SSPC-PA2.

Top coat to be applied for an DFT of 3.0 mils average unless noted otherwise. Aerosol touch up should be used for coverage on areas that were masked by a hanging device (Hanging hook or chain, etc) or used to repair small scratches or imperfections.

Poles shall be set plumb, and centered, on the small cell standard foundation using leveling nuts when installed.

Defects and scratches on painted, powder-coated, or anodized poles shall be primed and painted with a color-matched paint to match undamaged pole sections. Defects and scratches on galvanized poles shall be re-galvanized in the field.

Stainless steel mounting hardware shall be used to mount luminaires, mast arms, access doors, Antenna, equipment cabinet, and other hardware to the poles. Apply an approved zinc-based anti-seize compound to all mounting hardware prior to assembly.

Banner arms (if required) shall be incorporated into small cell standard structural design.

CONDUIT:

All conduit shall be installed within the City ROW and shall be at least two-inch (2" minimum) inside diameter unless otherwise designated on the plans. The contractor and/or Wireless Provider may use larger conduit than specified. If larger conduit is used, it shall be for the entire run from outlet to outlet. Reducer couplings shall not be used. Larger conduits shall be sized to accommodate the constraints established by the hole in the pole anchor base plate.

Conduit terminating in standards or pedestals shall extend approximately two inches past the foundations and shall slope toward the junction box opening. Conduit entering pull boxes shall terminate two inches inside the box wall and two to five inches above the bottom, and shall slope toward the top of the box to facilitate pulling of conductors. Conduit entering through the bottom of a pull box shall be located near the end walls to leave the major portion of the box clear. At all outlets, conduits shall enter from the direction of the run.

The ends of all conduits, whether shop or field cut, shall be reamed to remove burrs and rough edges. Cuts shall be made square and true so that the ends will butt or come together for their

full circumference.

Unless otherwise specified, conduit shall be rigid non-metallic electrical conduit currently recommended and approved by Underwriters' Laboratories, Inc. for the proposed use conforming to ASTM-F 441 schedule 40, (Schedule 80 or bored HDPE where installed under roadways).

Fittings shall be the type used outside the conduit and PVC cement welded. Submersible fittings shall connect the conduit in a manner that makes the joints watertight.

All in-grade Pull Boxes shall be polymer concrete, bottomless and tier 22 rated bolted covers. 13 inches by 24 inches and 18 inches deep manufactured by Quazite; Cat. # PG1324BA18, unless otherwise noted on the plans. Covers shall be Cat. # PG1324HH00 with stainless steel bolts and the word "ELECTRIC" molded into the top

Non-metallic conduit shall be cut with a hacksaw or other approved tool. Non-metallic conduit connections shall be the solvent-weld type.

Conduit connections at junction boxes shall be tightly secured and waterproofed. All conduit ends shall be sealed with duct seal after installation of wiring. The duct seal shall be rated for outdoor use.

When specified, conduit shall be installed under existing pavement by boring operations. Where plans show that existing pavement is to be removed, jacking the conduit is not required. Jacking or drilling pits shall maintain a minimum of two feet clear of the edge of pavement. Water shall not be used as an aid in the jacking or drilling operations.

Trenching shall be in conformance with Park City standards. Backfill shall be per Park City standards. Detectable red electrical warning tape shall be installed between six inches and 12 inches below finished grade for all underground conduit runs.

Underground conduit shall be buried a minimum of two feet below finished grade. There shall be no sag between boxes. Conduit within the City ROW shall be buried 48 inches (maximum) below finished grade.

Junction Boxes shall be placed at conduit ends, at all locations where conduit bends in a single run would equal 360° or greater per NEC requirements, and at all other locations shown on the plans. The contractor may install additional pull boxes to facilitate the work.

Excavate minimum 24 inches below base depth of each junction box, backfill and compact with pea rock to permit draining of water.

Placement and setback of the junction boxes shall be coordinated with Park City. Unless otherwise shown on the plans or directed by Park City, junction boxes shall be installed so that the covers are level with the sidewalk grade. Covers shall be flush with the surrounding finished ground when no grade is established.

Where a conduit stub-out is called for on the plans, a sweeping elbow shall be installed in the direction indicated. All conduit stub outs shall be capped.

WIRING:

All wiring shall be copper, 600 Volt rated, Type: Conform to the applicable UL and ICEA Standards for the use intended. Copper conductors with 600-volt insulation unless otherwise specified or noted on the drawings. Stranded conductors for No. 8 and larger, with the exception of the ground rod conductor shall be #6 AWG solid, bare, copper.

Aluminum Conductors Prohibited: Aluminum conductors will not be permitted. Insulation: Type THWN/ XHHW for underground installation in conduit, insulation minimum unless otherwise specified or noted on the drawings. Size: No. 12 minimum unless otherwise specified or noted on the drawings. Not less than NEC (NESC if Utility owned) requirements for the system to be installed.

Color Coding: Phase, neutral and ground conductors color-coded in accordance with NEC (NESC if Utility owned). Connect all Conductors of the same color to the same phase conductor as follows:

208Y/120V-3PH-4W Color coding shall be:

- 1) Phase = Black
- 2) Phase = Red
- 3) Phase = Blue
- 4) Neutral = White
- 5) Ground = Green

120/240V-1PH-3W Color coding shall be:

- 1) Line 1 = Black
- 2) Line 2 = Red
- 3) Neutral = White
- 4) Ground = Green

Unless otherwise authorized, the multiple system of electrical distribution shall be used. Conductors of the size and material specified shall be installed for control wiring, luminaire wiring, small cell equipment wiring, City IOT wiring, main circuit wiring, ground wiring, service entrance wiring, and all other wiring necessary for a complete installation.

Conductors shall be sized to prevent a voltage drop of more than three percent per feeder run. All conductors shall be installed in conduit. All power and lighting circuits shall include an insulated green grounding conductor.

A complete grounding system shall be installed for the entire lighting installation. Grounding shall consist of ground cables, conduits, grounding rods, wire or strap, and ground fittings, as required by the NEC (or NESC if Utility owned).

Type THWN conductors shall be used for all underground conduit runs. Leave sufficient lengths of branch conductors to allow conductor splices to be extracted from pole base for maintenance. Type XHHW shall be used for the service entrance conductors.

Extend three conductor SOW cable feeder leads to the luminaires from the cables in the pole base.

Install in-the-line fuses on each feeder lead. Leave sufficient lengths of feeder conductors to allow fuses and conductors to be extracted from pole base for maintenance.

Provide a No. 6 AWG solid, bare, copper wire connection to ground rod with ample length to allow connection to light standard, and system ground conductor.

Attach grounding conductor to the energy suppliers neutral at the service point. Terminate grounding conductor with less than 25 ohms ground reference at the service point. If ground resistance is greater than 25 ohms, add additional ground rod(s) or other ground reference bond to bring the resistance to under 25 ohms resistance to earth.

Provide ground rods elsewhere as shown on the drawings. Butt splices within the bases are not acceptable.

Butt splices within the bases are not acceptable.

At each pole, provisions shall be made for convenient sectionalizing of the circuits. This shall be done by providing ample length (18 to 24 inches) of branch conductor ends and performing splices using submersible type (Burndy Uni-tap connectors or an approved equal). Wire nuts are not an acceptable method for splicing. Splicing shall only be performed within the pole bases and splice boxes where applicable.

Separation of service shall be provided within the pole by conduit or dividers. Electrical wiring and fiber shall be separated by Owner within.

FUSES

Each luminaire in the 120-volt system shall be fused with one 6-amp fuses. Fuse connectors shall be installed in the phase wires of their respective circuits at the pull box located adjacent to the light standards or in the pole base. The fuses shall be mounted in inline single-pole molded fuse connector/holders. The fuse holders shall be a DOT-PLUG (Catalog No. Duraline-16998), or approved equal.

Fuses shall be of the breakaway type. The contractor shall provide sufficient excess conductor length to allow withdrawal of the connected fuse holder. The grounding wires shall not be fused. Fuses and fuse holders shall be "UL" listed and shall be installed in such a manner that the fuse stays with the load side when holder is separated. In addition, the contractor shall form loops in the leads on each side of the fuse holders and so position the fuse holders so that they may be easily removed or inserted through the opening at top of pull box.

SECONDARY SERVICE PEDESTALS

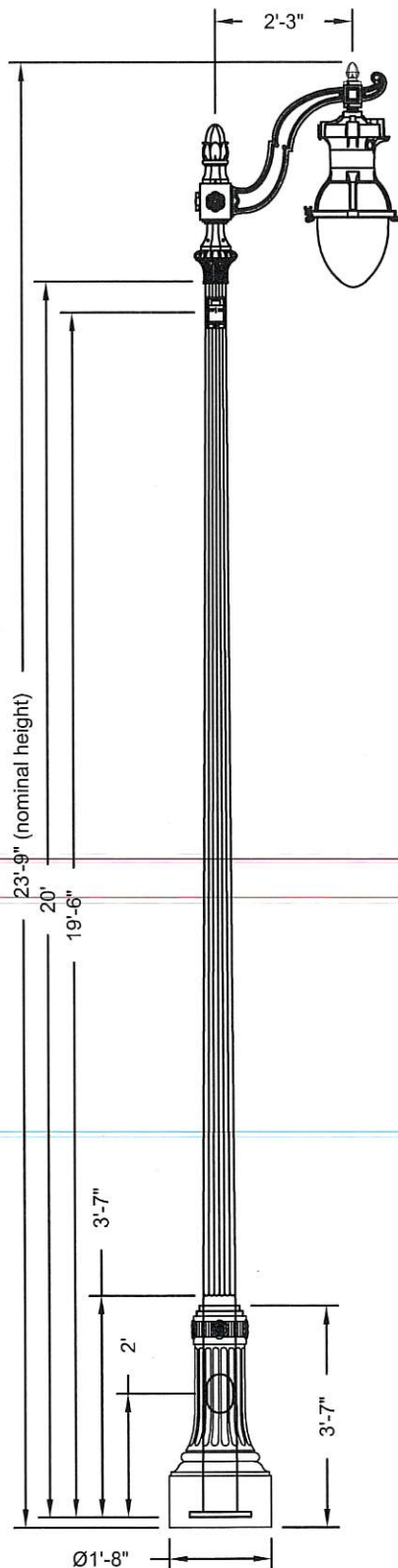
The service cabinet shall include all equipment necessary to connect to the energy provider's overhead secondary conductors or transformer.

All-In-One commercial meter/power pedestal and non-metered/power pedestals shall meet or exceed Park City's Design Standards.

AS-BUILT DRAWINGS:

Contractor shall supply accurate as-built drawings of the project to Park City. Drawings shall indicate location and setback of conduit, lighting control center, and utility service point, and pole locations along the roadway measured from a reliable location.

ATTACHMENT A: MAIN STREET DECORATIVE LIGHTS



Specifications

POST DESCRIPTION

The lighting post shall consist of a one-piece fluted tapered pole, pole top tenon, anchor bolts and base plate. The post shall be welded to the square steel base plate. The post will be provided with (1) GFI weatherproof receptacle with wet location while in-use cover.

MATERIALS

The lighting pole shall be formed from tubes conforming to ASTM A595, and have a constant linear taper of .14 in/ft. The tube's seam will have a smooth full length longitudinal high frequency resistance weld and will have no visual appearance.

DIMENSIONS

The post shall be 20'-0" in height with a 12" square base plate. The poles handhole will be 5.19" x 7.56". The tenon will be Ø3"x9" long for arm mounting. The ELC series arm will have a span of 27" from post center to luminaire center.

INSTALLATION

The pole shall be provided with four 1" diameter L-type anchor bolts to be installed on a Ø12" bolt circle, and shall include double nuts, two flat washers, and one lock washer, per bolt.

LUMINAIRE DESCRIPTION

- Esplanade Teardrop
- 150W High Pressure Sodium (mogul)
- Multivolt 120-277V, Factory Wired For 240V Only
- Teardrop Type IV Glass Door
- NEMA Twistlock Photocontrol Receptacle
- DTL Twistlock Photocontrol 120-277V

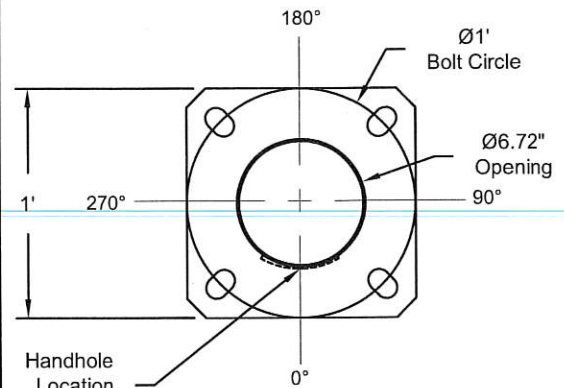
For complete specifications see LUM_ESPLANADE.

Accessory Mounting Detail

	Orientation	Height
RECEPTACLE		

FILL OUT CHART DURING APPROVAL PROCESS

Anchorage Detail



DO NOT USE TO SET ANCHOR BOLTS
CONTACT CUSTOMER SERVICE FOR TEMPLATE

Catalog #'s:

FL210672A200P9FPHHFST - ELC27 - FGIUS - NY20CICSB - AB - RFD168565 - ESU15AHPMCPB4RP27 S-67516

Customer Signature

Date



Park City Main Street

ORDER #: 2172-12-10126-4

TYPE:

DRAWING #:

REVISION:

REVISION DATE:

TSG 008243

DRAWN: KRW

ORIGIN DATE: 4/21/14

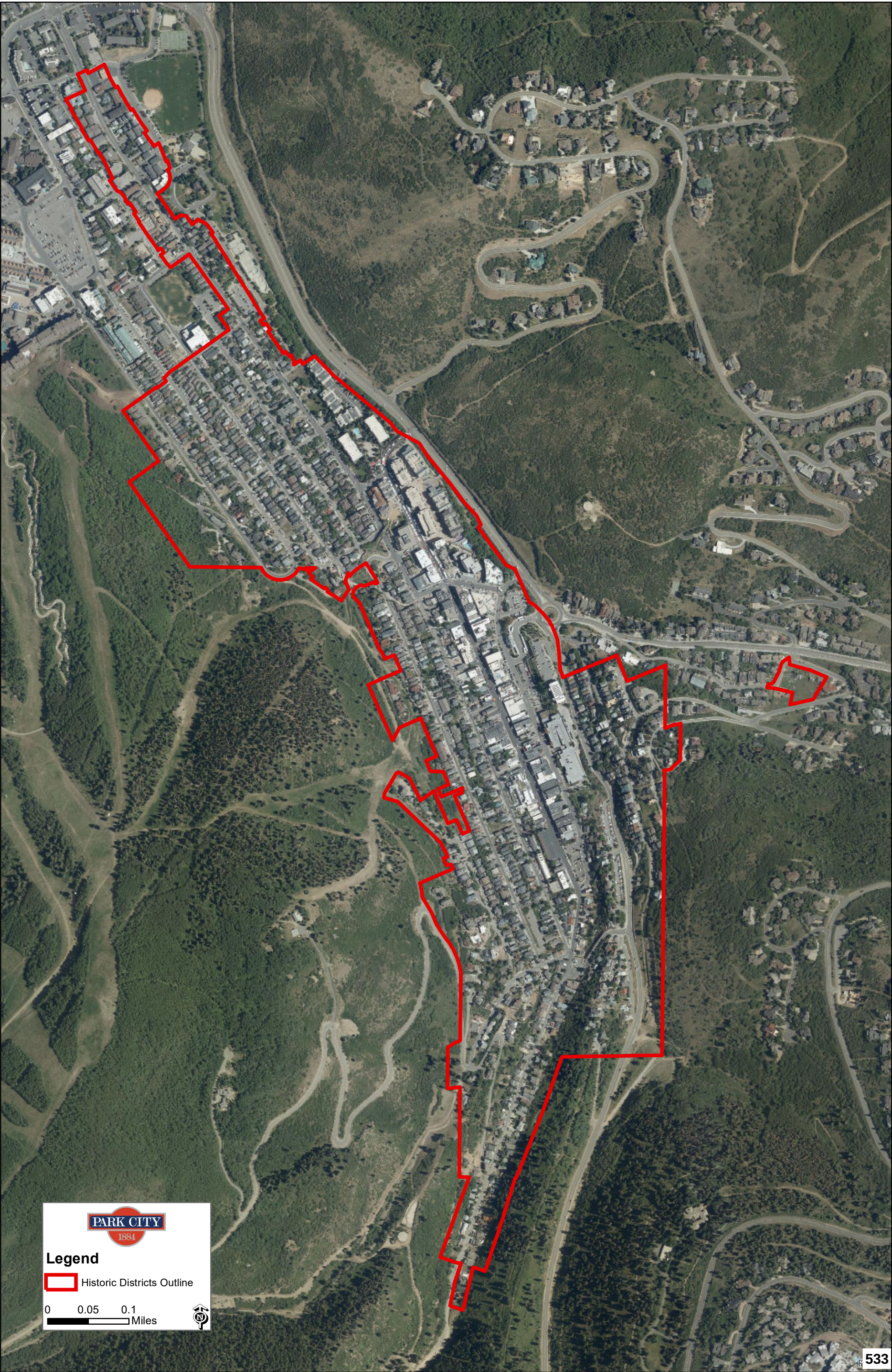
PAGE: 1 of 1

THIS DRAWING, WHEN APPROVED, SHALL BECOME THE COMPLETE SPECIFICATION FOR THE MATERIAL TO BE FURNISHED BY HOLOPHANE ON THE ORDER NOTED ABOVE. A UNIT OF SIMILAR DESIGN MAY BE SUPPLIED, BUT ONLY AFTER APPROVAL BY THE CUSTOMER IN WRITING. ON POLE ORDERS AN ANCHOR BOLT TEMPLATE PRINT WILL BE SUPPLIED WITH EACH ANCHOR BOLT ORDER TO MATCH THE POLE PROVIDED. THIS PRINT IS THE PROPERTY OF HOLOPHANE AND IS LOANED SUBJECT TO RETURN UPON DEMAND AND UPON EXPRESS CONDITION THAT IT WILL NOT BE USED DIRECTLY OR INDIRECTLY IN ANY WAY DETRIMENTAL TO OUR INTERESTS, AND ONLY IN CONNECTION WITH MATERIAL FURNISHED BY HOLOPHANE.

~~ATTACHMENT B: MAIN STREET DECORATIVE LIGHTS 4G & 5G OPTIONS~~

ATTACHMENT C: PARK CITY HISTORIC DISTRICT BOUNDARIES

Historic Districts





PARK CITY MUNICIPAL CORPORATION
SMALL WIRELESS FACILITY within PUBLIC RIGHTS OF WAY and
ENCROACHMENT PERMIT APPLICATION & AGREEMENT

445 Marsac Ave, Park City, UT 84060

Phone (435) 615-5057

Email melanie.jackson@parkcity.org

(City use only) Application #

**The Following Items Must be Included with Each Proposed
Wireless Facility Site (Small Cell) listed on this Application**

All lines must be completed, applicable documents labeled property and application must be signed before application can be accepted

☐ Plans with the following: A scaled site plan, A scaled Elevation view, showing Site Dimensions	☐ Traffic Control Plan (TCP)	☐ Copy Of State Contractors License
☐ Plans showing Site Distance from streets, subdivisions, and showing all ADA standards	☐ Radio Frequency Standards Compliance (See COA below)	☐ If Applicable, Encroachment Permit information filled out per site.
☐ Pole Load Analysis (signed by duly licensed Civil or structural engineer)	☐ Certificate of Insurance with PCMC named additionally insured	☐ Copy of Approved Master License Agreement
☐	☐ Copy of approved NEPA Documentation: CE, EA, EIS as required.	☐ If required, copy of approval per National Historic Preservation Act (NHPA) per location

* All Digital files must be in PDF format, and labeled with the Small Wireless **Company Name, Address of Small wireless cell location, and submittal type** (i.e. Park City _ 445 Marsac Ave_ traffic control plan) **Up to 25 sites can be submitted on one application if contractor and owner information is to remain the same with each small cell location. If using a separate contractor or if work is for different owners then a separate application is required for each.**

OWNER INFORMATION

Application Date: _____ Owner Name: _____ Master License Agreement Number: _____

Name of Project/Development/Utility: _____

Phone #:

Email:

Mailing Address:

City:

State :

Zip:

24 Hour Owner Contact:

24 Hour Owner Phone #:

CONTRACTOR INFORMATION

Contractor:

License # :

Mailing Address:

City:

State:

Zip:

phone #:

Email:

24 hour Contact Name:

24 Hour Email:

24 Hour Phone #:

WIRELESS FACILITY (SMALL CELL) & STREET CUT/ENCROACHMENT INFORMATION

Site _____ / 25 on Application

Type of work, Fill in all that applies

Address of Proposed Small Cell Location:

Franchise Agreement #:

Collocate Existing Pole:

City Owned Pole:

Pole Replacement:

New Pole:

Owner of Existing or Future Pole:

Pole #:

Anticipated Start Date:

Anticipated Duration of Work:

Overall Area Of Work: ☐

Length:

Width:

Materials to be used, Check all that apply.

Street Cut: ☐

Length:

Width:

Concrete:

Asphalt: ☐

Other:

Boring:

Length:

Width:

Boring with Pot Holes? Y N How Many:

Sidewalk Cut: ☐

Length:

Width:

Description Of Work Being Completed:

Curb and Gutter Cut: ☐

Length:

Width:

Park Strip/ Other: ☐

Length:

Width:

Manhole Access? ☐

How Many?

(City Use Only) Permit #

[illegible]

CONDITIONS OF APPROVAL

Work in the Right-of-Way Guarantee	\$2,000.00 held for 1 year after final inspection.
ROAD CLOSURES REQUIRE ADDITIONAL PERMIT & PRIOR AUTHORIZATION FROM CITY	

- All small wireless facilities applications may take up to 30 (thirty) days for initial review and processing.
- Applicant will be sent an invoice for the required bond and fees after the application is accepted and reviewed. Payment is required prior to issuing of permits.
- Applicant is required to consult with the utility companies and Blue Stakes, within the project area, prior to the start of the encroachment. In granting this permit to encroach upon its Public Rights of Way, Park City Municipal Corporation makes no representation as to the location of utility facilities within the work area, or the effect of the permitted encroachment on the said utilities. In addition, no authorization is given or inferred by this permit to allow access onto private property. Owner's written permission is required to be attached to the permit application, if a work plan includes access onto private property, including private lanes.
- In consideration for the granting of a small wireless and encroachment permit by Park City Municipal Corporation, the above noted applicant hereby promises (1) to perform the small wireless install and encroachment work in a professional manner, in conformance with the ordinances of Park City Municipal Corporation and (2) to hold harmless the Park City Municipal Corporation, its officers, agents, employees or servants from all other costs, damages and liabilities that may accrue or be claimed to accrue by reason of any work performed under a permit issued, pursuant to this application.
- Provide the following information to the City with this the application:
 - A site plan and elevation drawings for the facility as existing and as proposed with all height, depth, and width measurements explicitly stated.
 - A depiction, with height, depth, and width measurements explicitly stated, of all existing and proposed transmission equipment.
 - A depiction of all existing and proposed utility runs and points of contact.
 - A depiction of the leased or licensed area of the site with all rights-of-way and easements for access and utilities labeled in plan view.
 - All four (4) elevations that depict the physical dimensions of the wireless tower or support structure and all transmission equipment, antennas and attachments.
 - A demolition plan.
 - Visual Simulations. A visual analysis that includes (1) scaled visual simulations that show unobstructed before-and-after construction daytime and clear-weather views from at least four (4) angles, together with a map that shows the location of each view angle; (2) a color and finished material palette for proposed screening materials; and (3) a photograph of a completed facility of the same design and in roughly the same setting as the proposed wireless communication facility.
 - Statement Asserting that 47 C.F.R. section 1.6001 et seq. Applies. A written statement asserting that the proposed collocation or deployment qualifies as a "small wireless facility" as defined by the FCC in 47 C.F.R. section 1.6002.
 - Prior Permits. True and correct copies of all previously issued permits, including all required conditions of approval and a certification by the applicant that the proposal will not violate any previous permit or conditions of approval or why any violated permit or conditions does not prevent approval under Title 47, United States Code, section 1455 and the Federal Communications Commission's regulation implementing this federal law.
 - Radio Frequency Certification Report. An affirmation, under penalty of perjury, that the proposed installation will be FCC compliant, because it will not cause members of the general public to be exposed to RF levels that exceed the MPE levels deemed safe by the FCC. A copy of the fully completed FCC form "A Local Government Official's Guide to Transmitting Antenna RF Emission Safety: Rules, Procedures, and Practical Guidance: Appendix A" titled "Optional Checklist for Determination of Whether a Facility is Categorically Excluded" for each frequency band of RF emissions to be transmitted from the proposed facility upon the approval of the application. All planned radio frequency emissions on all frequency bands must be shown on the Appendix A form(s) attached to the application. All planned radio frequency emissions are to be entered on each Appendix A form only in wattage units of "effective radiated power."
 - Noise . – A signed affidavit that the facility will comply with all noise limits imposed by city code and/or the Design

Standards

- Site Survey. For any small wireless facility proposed to be located within the public right-of-way, the applicant shall submit a survey prepared, signed and stamped by a Utah licensed or registered engineer or surveyor. The survey shall identify and depict all existing boundaries, encroachments and other structures with 250 feet from the proposed project site, which includes without limitation all: (i) traffic lanes; (ii) all private properties and property lines; (iii) above and below grade utilities and related structures and encroachments; (iv) fire hydrants, roadside call boxes and other public safety infrastructure; (v) streetlights, decorative poles, traffic signals and permanent signage; (vi) sidewalks, driveways, parkways, curbs, gutters and storm drains; (vii) benches, trash cans, mailboxes, kiosks, and other street furniture; and (viii) existing trees, oak trees, planters and other landscaping features.

• 72 HOUR ADVANCE NOTICE REQUIRED •

• CONTRACTOR MUST NOTIFY INSPECTOR WHEN WORK IS TO BE STARTED, WHEN WORK IS COMPLETED AND WHEN MATERIALS ARE TO BE INSTALLED

- Max permit duration = 10 Days Extensions by written Requests

•ENGINEERING INSPECTOR MAY BE REACHED AT (435)-615-5071

By submitting this form electronically, you agree your electronic signature is the legal equivalent of your manual signature on this form as if actually signed by you in writing. By submitting this form electronically, you consent to be legally bound by this form's terms and conditions.

SIGNATURE OF APPLICANT:	PRINT NAME:	DATE:

SIGNATURE BELOW GRANTS PERMISSION FOR THE ABOVE-MENTIONED APPLICANT TO ENCROACH ON PARK CITY PROPERTY AND/OR ITS PUBLIC RIGHTS OF WAY, AS DESCRIBED IN THE ABOVE APPLICATION, AND INDICATES APPROVAL OF ATTACHED WORK AREA & BMP MAP (PAGE 6).

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Rebecca Ward

Submitting Department: Planning

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve Ordinance No. 2021-51, an Ordinance Amending Land Management Code Sections 15-2.1-2, 15-2.2-2, 15-2.3-2, 15-2.4-2, 15-2.5-2, 15-.6-2, 15-2.9-2, 15-2.10-2, 15-2.11-2, 15-2.12-2, 15-2.13-2, 15-2.14-2, 15-2.15-2, 15-2.16-2, 15-2.17-2, 15-2.18-2, 15-2.19-2, and 15-2.23-2 Uses, 15-4-7 Accessory Apartments, and 15-15-1 Definitions, Amending Accessory Apartment Regulations
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Accessory Apartment Staff Report](#)

[Exhibit A: Draft Ordinance No. 2021-51](#)

[Exhibit B: Accessory Apartment Survey Results](#)

[Exhibit C: Background](#)

[Exhibit D: Public Input](#)

City Council Staff Report



Subject: Accessory Apartments
Application: PL-21-05000
Author: Rebecca Ward
Date: December 16, 2021
Type of Item: Legislative – Land Management Code Amendments

Recommendation

(I) Review the proposed amendments to reduce Accessory Apartment regulations to incentivize construction of long-term rentals; (II) conduct a public hearing; and (III) consider adopting Ordinance No. 2021-51 (Exhibit A).

Analysis

In 2016, the City Council adopted [HA 01-2016](#), *A Resolution Establishing an Affordable Housing Production Goal for the Park City Housing Authority*. The Resolution states “[t]he Mayor and City Council do hereby proclaim an affordable housing goal of 800 units by 2026 with an interim goal of 220 units by 2020.”

The purposes of this goal include promoting a range of affordable, quality housing opportunities within Park City for persons of all economic levels, meeting the socio-economic needs of those who live and work in Park City, maintaining a community with a broad diversity of owner-occupied and rental housing types, and promoting energy-efficient, environmentally sensitive housing that blends with the City’s natural environment. Additionally, 86% of the workforce commute to Park City. Establishing more long-term rentals provides an opportunity for those who work in the community to live in the community.

Since 2016, there have been 133 affordable units created in Park City. The City is in the process of developing 330 units over the next four years. 92.45 Affordable Unit Equivalents are obligated through approved housing mitigation plans and are in progress. Additionally, an estimated 282 Affordable Unit Equivalents are anticipated through future developments that are in the planning process. While 837 units are in progress, to reach the goal of 800 units by 2026, more affordable units need to be constructed in the next five years.

Park City Vision 2020 reiterated the community priority of affordability and equity, and a Key Action Area includes incentivizing long-term rentals and creating more workforce and family housing options like accessory apartments.¹

“Many Park City residents are finding Park City unaffordable and are moving away [i]t is also making it nonviable for people who are essential to the success of the city to live where they work. Individuals who work in the service industry, whether in tourism,

¹ [Park City Vision 2020, p. 27 – 28](#).

hospitality or education are unable to live in Park City. Younger generations who may have grown up in Park City, are unable to live where they grew up, due to the exponential growth of house prices.”

Affordable housing strategies are also outlined in the Park City [General Plan](#). Goal 7 of the General Plan is to create a diversity of primary housing opportunities to address the changing needs of residents and Goal 8 is to increase affordable housing opportunities and associated services for the workforce of Park City. The General Plan [Housing Toolbox](#) recommends Land Management Code amendments to allow for detached Accessory Apartments to provide a diversity of housing types within neighborhoods (p. 23 – 24). The Land Management Code implements the goals and policies of the General Plan.

To help achieve affordable housing goals, the City Council directed Planning staff to identify barriers within the Land Management Code to Accessory Apartment construction. [Goal 2 of the 2021 Housing Assessment and Plan](#) component of the General Plan is to amend the Land Management Code to remove barriers to private development of Accessory Apartments by the end of 2021. An Accessory Apartment is a residential unit within or attached to a single-family dwelling and is currently regulated through Land Management Code [§ 15-4-7](#). The proposed amendments are the result of a consultant study ([Sudbury Report](#)), a community survey (see Exhibit B), and work sessions and public hearings with the Historic Preservation Board, Planning Commission, and City Council (see Exhibit C). The proposed amendments are outlined below, with changes in italics recommended by Council in the December 9 work session:

- Allow Accessory Apartments in the Community Transition Zone (Park City Heights area)
- Allow Accessory Apartments as small as 280 square feet
- Remove the requirement that the property owner live on site *and that the single-family dwelling be a long-term rental*, but require recordation of a deed restriction outlining a long-term rental lease of 90 days for the Accessory Apartment
- Remove the proximity cap of four Accessory Apartments within a 300-foot radius
- Allow for detached Accessory Apartments on lots 3,750 square feet or larger, with a maximum height of 18 feet
- Require the Accessory Apartment to comply with the same setbacks and maximum building footprint as a single-family dwelling
- Require compliance with more restrictive plat regulations like areas of disturbance or limits of disturbance
- *Allow for staff-level approval in all Zoning Districts, but require an Administrative Permit, public notice, and a public hearing prior to staff action*

Exhibits

Exhibit A: Draft Ordinance No. 2021-51

Exhibit B: Accessory Apartment Survey Results

Exhibit C: Background

Exhibit D: Public Input

Ordinance No. 2021-51

AN ORDINANCE AMENDING LAND MANAGEMENT CODE SECTIONS 15-2.1-2, 15-2.2-2, 15-2.3-2, 15-2.4-2, 15-2.5-2, 15-2.6-2, 15-2.9-2, 15-2.10-2, 15-2.11-2, 15-2.12-2, 15-2.13-2, 15-2.14-2, 15-2.15-2, 15-2.16-2, 15-2.17-2, 15-2.18-2, 15-2.19-2, AND 15-2.23-2 USES, 15-4-7 ACCESSORY APARTMENTS, AND 15-15-1 DEFINITIONS

WHEREAS, Goal 2 of the *2021 Update to the Housing Assessment and Plan*, an addendum to the Park City General Plan, is to complete Land Management Code amendments to reduce Accessory Apartment regulations;

WHEREAS, Goal 7 of the General Plan is to create a diversity of primary housing opportunities to address the changing needs of residents;

WHEREAS, Goal 8 of the General Plan is to increase affordable housing opportunities and associated services for the workforce of Park City;

WHEREAS, the General Plan Housing Toolbox recommends revising the Land Management Code to allow for attached and detached Accessory Apartments to provide a diversity of housing types within neighborhoods;

WHEREAS, the Land Management Code implements the goals and policies of the General Plan in part to promote the health, safety, and welfare of the present and future inhabitants, to protect and enhance the vitality of the City's resort-based economy, and to protect or promote moderate income housing;

WHEREAS, the City has considered Accessory Apartments an avenue to address affordable housing needs since 1994 and has carefully crafted land use regulations to ensure Accessory Apartments are appropriately located and integrated into neighborhoods;

WHEREAS, in 2020, the City hired a consultant to evaluate obstacles to Accessory Apartment construction and the consultant recommended in part reducing land use restrictions;

WHEREAS, the City Council conducted a work session on July 12, 2018, and the Planning Commission conducted work sessions on June 24, 2020, April 28, 2021, and October 13, 2021, and the Historic Preservation Board conducted a work session on November 3, 2021;

WHEREAS, the Planning Commission conducted a duly noticed public hearing on November 10, 2021, and unanimously forwarded a positive recommendation for City Council's consideration on proposed amendments, except for level of review;

WHEREAS, the Planning Commission was split regarding level of review in three residential Historic Districts (HR – 1, HR – 2, and HRL). Three Commissioners recommended reducing review from a Conditional Use approval by the Planning Commission to staff-level review, and three Commissioners recommended retaining the Conditional Use approval by the Planning Commission. The Chair broke the tie to recommend staff-level review to City Council;

WHEREAS, the City Council conducted a work session on December 9, 2021;

WHEREAS, the City Council supported staff-level review in all Zoning Districts, but requested that public notice and a public hearing be provided for all Accessory Apartment applications;

WHEREAS, the City Council modified the amendments to require that the single-family dwelling have no rental term regulations and only the Accessory Apartment be deed restricted to require a 90-day rental term or longer; and

WHEREAS, the City Council conducted a duly noticed public hearing on December 16, 2021.

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

SECTION 1. AMEND MUNICIPAL CODE OF PARK CITY LAND MANAGEMENT CODE TITLE 15. The recitals are incorporated herein as findings of fact. Municipal Code of Park City Title 15 Land Management Code § 15-2.1-2, § 15-2.2-2, § 15-2.3-2, § 15-2.4-2, § 15-2.5-2, § 15-2.6-2, § 15-2.9-2, § 15-2.10-2, § 15-2.11-2, § 15-2.12-2, § 15-2.13-2, § 15-2.14-2, § 15-2.15-2, § 15-2.16-2, § 15-2.17-2, § 15-2.18-2, § 15-2.19-2, § 15-2.23-2, § 15-4-7, and § 15-15-1 are hereby amended as outlined in Attachment 1.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be effective upon publication.

PASSED AND ADOPTED this 16th day of December 2021.

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, Mayor

Attest:

City Recorder

Approved as to form:

City Attorney's Office

Attachment 1

15-2.1-2 Uses

Uses in the HRL District are limited to the following:

A. ALLOWED USES.

1. Single Family Dwelling
2. Home Occupation
3. Child Care, In-Home Babysitting
4. Child Care, Family¹
5. Child Care, Family Group¹
6. Accessory Building and Use
7. Conservation Activity
8. Agriculture
9. Residential Parking Area or Structure with four (4) or fewer spaces
10. Internal Accessory Dwelling Unit⁹

11. Accessory Apartment³

B. CONDITIONAL USES.

1. Nightly Rentals²
2. Lockout Unit
- ~~3. Accessory Apartment³~~
4. 3. Child Care Center¹
5. 4. Essential Municipal and Public Utility Use, Facility, Service and Structure
6. 5. Telecommunication Antenna⁴
7. 6. Satellite dish greater than thirty-nine inches (39") in diameter⁵

- ~~8.~~ 7. Residential Parking Area or Structure five (5) or more spaces
- ~~9.~~ 8. Temporary Improvement⁶
- ~~10.~~ 9. Passenger Tramway Station and Ski Base Facility⁷
- ~~11.~~ 10. Ski Tow Rope, Ski Lift, Ski Run, and Ski Bridge⁶
- ~~12.~~ 11. Recreation Facility, Private
- ~~13.~~ 12. Fences greater than six feet (6') in height from Final Grade^{5,8}

C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use is a prohibited Use.

¹See Section 15-4-9, Child Care and Child Care Facilities.

²No more than twelve (12) Conditional Use Permits shall be allowed only in the West sub-neighborhood located south of platted 2nd Avenue, west of Upper Norfolk and Daly Avenues, and east of King Road. No Nightly Rentals are allowed elsewhere in this Zoning District. In addition to the Conditional Use Permit criteria in LMC § 15-1-10(E), the Planning Commission shall consider whether or not the proposed Nightly Rental mitigates the impacts of and addresses the following items: (a) all rental agreements for Nightly Rental shall include language that limits the vehicles allowed to the number of on-site Parking Spaces; (b) all rental agreements shall include language indicating that all-wheel drive vehicles are required during the winter season; (c) all rental agreements shall provide Nightly Renters with information regarding walkable access to skiing, to Park City's Historic Main Street, to Old Town, and to Park City's free transit service; and (d) property management contact information shall be displayed in a prominent location inside the Nightly Rental.

³Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

⁴See Section 15-4-14, Telecommunications Facilities.

⁵See Section 15-4-13, Placement of Satellite Receiving Antennas.

⁶Subject to Administrative or Administrative Conditional Use permit, see LMC Chapter 15-4.

⁷See Section 15-4-18, Passenger Tramways and Ski-Base Facilities.

⁸See Section 15-4-2, Fences and Retaining Walls.

⁹See Section 15-4-7.1, Internal Accessory Dwelling Units. Single-Family Dwellings designated Significant or Landmark Historic Sites on the Park City Historic Sites Inventory are subject to an Administrative Conditional Use Permit.

HISTORY

Adopted by Ord. [00-15](#) on 3/2/2000

Amended by Ord. [06-56](#) on 7/27/2006

Amended by Ord. [09-10](#) on 3/5/2009

Amended by Ord. [15-35](#) on 10/12/2015

Amended by Ord. [15-44](#) on 11/5/2015

Amended by Ord. [2020-37](#) on 7/30/2020

Amended by Ord. [2020-42](#) on 9/17/2020

Amended by Ord. [2021-38](#) on 9/23/2021

15-2.2-2 Uses

Uses in the HR-1 District are limited to the following:

A. **ALLOWED USES.**

1. Single Family Dwelling
2. Lockout Unit¹
3. Nightly Rental¹
4. Home Occupation
5. Child Care, In-Home Babysitting²
6. Child Care, Family²
7. Child Care, Family Group²
8. Accessory Building and Use
9. Conservation Activity

- 74 10. Agriculture
- 75 11. Residential Parking Area or Structure, with four (4) or fewer spaces
- 76 12. Internal Accessory Dwelling Unit¹⁰
- 77 13. Accessory Apartment³
- 78 B. **CONDITIONAL USES.**
- 79 1. Duplex Dwelling
- 80 2. Guest House on Lots one (1) acre or greater
- 81 3. Secondary Living Quarters
- 82 [4. Accessory Apartment³]
- 83 4 ~~5.~~ Group Care Facility
- 84 5. ~~6.~~ Child Care Center
- 85 6. ~~7.~~ Public and Quasi-Public Institution, church and school
- 86 7. ~~8.~~ Essential Municipal and Public Utility Use, Facility, Service, and
- 87 Structure
- 88 8. ~~9.~~ Telecommunication Antenna⁴
- 89 9. ~~10.~~ Satellite Dish, greater than thirty-nine inches (39") diameter⁵
- 90 10. ~~11.~~ Bed and Breakfast Inn⁶
- 91 11. ~~12.~~ Boarding House, hostel⁶
- 92 12. ~~13.~~ Hotel, Minor, (fewer than sixteen (16) rooms)⁶
- 93 13. ~~14.~~ Residential Parking Area or Structure with five (5) or more spaces.
- 94 14. ~~15.~~ Temporary Improvement⁷
- 95 15. ~~16.~~ Passenger Tramway Station and Ski Base Facility⁸
- 96 16. ~~17.~~ Ski Tow, Ski Lift, Ski Run, and Ski Bridge⁸

17. ~~18.~~ Recreation Facility, Private

18. ~~19.~~ Fences greater than six feet (6') in height from Final Grade^{7,9}

C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use is a prohibited Use.

¹Nightly Rental of a Lockout Unit requires a Conditional Use permit.

²See Section 15-4-9, Child Care and Childcare Facilities.

³Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

⁴See Section 15-4-14, Telecommunication Facilities.

⁵See Section 15-4-13, Placement of Satellite Receiving Antennas.

⁶In Historic Buildings and/or Structures only. Parking requirements of Chapter 15-3 shall apply.

⁷Subject to Administrative or Administrative Conditional Use permit.

⁸See Section 15-4-18, Passenger Tramways and Ski-Base Facilities.

⁹See Section 15-4-2, Fences and Retaining Walls.

¹⁰See Section 15-4-7.1, Internal Accessory Dwelling Units. Single-Family Dwellings designated Significant or Landmark Historic Sites on the Park City Historic Sites Inventory are subject to an Administrative Conditional Use Permit.

HISTORY

Adopted by Ord. 00-15 on 3/2/2000

Amended by Ord. 06-56 on 7/27/2006

Amended by Ord. 07-25 on 4/19/2007

Amended by Ord. 09-10 on 3/5/2009

Amended by Ord. 15-35 on 10/12/2015

Amended by Ord. 2020-42 on 9/17/2020

Amended by Ord. 2021-38 on 9/23/2021

15-2.3-2 Uses

Uses in the HR-2 District are limited to the following:

A. **ALLOWED USES.**

1. Single Family Dwelling
2. Lockout Unit¹
3. Nightly Rental²
4. Home Occupation
5. Child Care, In-Home Babysitting³
6. Child Care, Family³
7. Child Care, Family Group³
8. Accessory Building and Use
9. Conservation Activity
10. Agriculture
11. Residential Parking Area or Structure with four (4) or fewer spaces
12. Recreation Facility, Private
13. Internal Accessory Dwelling Unit¹²
- 14. Accessory Apartment⁴**

B. **CONDITIONAL USES.**

1. Duplex Dwelling
2. Secondary Living Quarters
- ~~3. Accessory Apartment⁴~~
- 3.** ~~4.~~ Group Care Facility
- 4.** ~~5.~~ Child Care Center
- 5.** ~~6.~~ Public or Quasi-Public institution, church or school

145	<u>6.</u> 7. Essential municipal and public utility Use, facility, service, and Structure
146	<u>7.</u> 8. Telecommunication Antenna ⁵
147	<u>8.</u> 9. Satellite Dish Antenna greater than thirty-nine inches (39") in diameter ⁶
148	<u>9.</u> 10. Bed and Breakfast Inn ⁷
149	<u>10.</u> 11. Boarding House, Hostel ⁷
150	<u>11.</u> 12. Hotel, Minor, fewer than sixteen (16) rooms ⁷
151	<u>12.</u> 13. Office, General ⁸
152	<u>13.</u> 14. Office, Moderate Intensive ⁸
153	<u>14.</u> 15. Office and Clinic, Medical ⁸
154	<u>15.</u> 16. Retail and Service Commercial, Minor ⁸
155	<u>16.</u> 17. Retail and Service Commercial, personal improvement ⁸
156	<u>17.</u> 18. Cafe or Deli ⁸
157	<u>18.</u> 19. Restaurant, General ⁸
158	<u>19.</u> 20. Restaurant, Outdoor Dining ⁸
159	<u>20.</u> 21. Outdoor Events
160	<u>21.</u> 22. Residential Parking Area or Structure with five (5) or more spaces,
161	associated with a residential Building on the same Lot
162	<u>22.</u> 23. Temporary Improvement
163	<u>23.</u> 24. Passenger Tramway Station and Ski Base Facility ¹⁰
164	<u>24.</u> 25. Ski tow rope, ski lift, ski run, and ski bridge ¹⁰
165	<u>25.</u> 26. Recreation Facility, Private
166	<u>26.</u> 27. Fences greater than six feet (6') in height from Final Grade ¹¹

27. 28. Limited Commercial expansion necessary for compliance with Building/ Fire Code egress and Accessibility requirements and support Uses associated with HCB Commercial Use

28. ~~29.~~ Bar⁸

C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use is a prohibited Use.

¹Nightly Rental of Lockout Units requires a Conditional Use Permit.

²Nightly Rental does not include the use of dwellings for Commercial Uses.

³See Section 15-4-9 Child Care And Child Care Facilities.

⁴Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

⁵See Section 15-4-14, Telecommunication Facilities.

⁶See Section 15-4-13, Placement Of Satellite Receiving Antennas.

⁷In Historic Buildings and/or Structures only.

⁸In Historic Buildings and/or Structures and within Sub-Zones A and B subject to compliance with all criteria and requirements of Section 15-2.3-8 for Sub-Zone A and Section 15-2.3-9 for Sub-Zone B.

⁹Subject to an Administrative Conditional Use Permit, and permitted in Sub-Zone B only, subject to requirements in Section 15-2.3-9.

¹⁰See Section 15-4-18, Passenger Tramways And Ski-Base Facilities.

¹¹See Section 15-4-2, Fences And Retaining Walls.

¹²See Section 15-4-7.1, Internal Accessory Dwelling Units. Single-Family Dwellings designated Significant or Landmark Historic Sites on the Park City Historic Sites Inventory are subject to an Administrative Conditional Use Permit.

HISTORY

Adopted by Ord. [00-51](#) on 9/21/2000

Amended by Ord. [04-08](#) on 3/4/2004

Amended by Ord. [06-56](#) on 7/27/2006

193 Amended by Ord. [09-10](#) on 3/5/2009
194 Amended by Ord. [10-14](#) on 4/15/2010
195 Amended by Ord. [12-37](#) on 12/20/2012
196 Amended by Ord. [15-35](#) on 10/12/2015
197 Amended by Ord. [2020-36](#) on 7/30/2020
198 Amended by Ord. [2020-42](#) on 9/17/2020
199 Amended by Ord. [2021-38](#) on 9/23/2021

200 **15-2.4-2 Uses**

201 Uses in the HRM District are limited to the following:

202 A. **ALLOWED USES.**

- 203 1. Single Family Dwelling
- 204 2. Duplex Dwelling
- 205 3. Secondary Living Quarters
- 206 4. Lockout Unit¹
- 207 5. Accessory Apartment²
- 208 6. Nightly Rental³
- 209 7. Home Occupation
- 210 8. Child Care, In-Home Babysitting
- 211 9. Child Care, Family⁴
- 212 10. Child Care, Family Group⁴
- 213 11. Accessory Building and Use
- 214 12. Conservation Activity
- 215 13. Agriculture

- 216 14. Parking Area or Structure with four (4) or fewer spaces
- 217 15. Internal Accessory Dwelling Unit¹¹
- 218 B. **CONDITIONAL USES.**
- 219 1. Triplex Dwelling
- 220 2. Multi-Unit Dwelling
- 221 3. Group Care Facility
- 222 4. Child Care Center⁴
- 223 5. Public and Quasi-Public Institution, Church, and School
- 224 6. Essential Municipal and Public Utility Use, Facility Service, and Structure
- 225 7. Telecommunication Antenna⁵
- 226 8. Satellite Dish, greater than thirty-nine inches (39") in diameter⁶
- 227 9. Bed and Breakfast Inn⁷
- 228 10. Boarding House, Hostel⁷
- 229 11. Hotel, Minor⁷
- 230 12. Office, General⁸
- 231 13. Retail and Service Commercial, Minor⁸
- 232 14. Retail and Service Commercial, personal improvement⁸
- 233 15. Neighborhood Market, without gasoline sales⁸
- 234 16. Cafe, Deli⁸
- 235 17. Café, Outdoor Dining⁹
- 236 18. Parking Area or Structure with five (5) or more spaces
- 237 19. Temporary Improvement¹⁰
- 238 20. Recreation Facility, Public

239 21. Recreation Facility, Private

240 22. Outdoor Events¹⁰

241 23. Fences greater than six feet (6') in height from Final Grade¹⁰

242 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
243 is a prohibited Use.

244 ¹Nightly rental of Lockout Units requires a Conditional Use permit.

245 ²Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

246 ³Nightly Rentals do not include the Use of dwellings for Commercial Uses.

247 ⁴See Section 15-4-9 Child Care and Child Care Facilities.

248 ⁵See Section 15-4-14, Telecommunications Facilities.

249 ⁶See Section 15-4-13, Placement of Satellite Receiving Antennas.

250 ⁷Allowed only in Historic Buildings and/or Structures or historically Compatible Structures.

251 ⁸Allowed only in Historic Buildings and/or Structures.

252 ⁹Requires an Administrative Conditional Use permit. Allowed in association with a Café or Deli.

253 ¹⁰Requires an Administrative or Administrative Conditional Use permit, see Chapter 15-4.

254 ¹¹See Section 15-4-7.1, Internal Accessory Dwelling Units. Single-Family Dwellings designated Significant
255 or Landmark Historic Sites on the Park City Historic Sites Inventory are subject to an Administrative
256 Conditional Use Permit.

257 HISTORY

258 *Adopted by Ord. [00-51](#) on 9/21/2000*

259 *Amended by Ord. [06-69](#) on 10/19/2006*

260 *Amended by Ord. [09-10](#) on 3/5/2009*

261 *Amended by Ord. [15-35](#) on 10/12/2015*

262 *Amended by Ord. [2020-42](#) on 9/17/2020*

263 *Amended by Ord. [2021-38](#) on 9/23/2021*

264 **15-2.5-2 Uses**

265 Uses in the HRC are limited to the following:

266 A. **ALLOWED USES.**¹⁰

- 267 1. Single Family Dwelling⁵
- 268 2. Duplex Dwelling⁵
- 269 3. Secondary Living Quarters⁵
- 270 4. Lockout Unit^{1,5}
- 271 5. Accessory Apartment^{2,5}
- 272 6. Nightly Rental⁵
- 273 7. Home Occupation⁵
- 274 8. Child Care, In-Home Babysitting
- 275 9. Child Care, Family³
- 276 10. Child Care, Family Group³
- 277 11. Child Care Center³
- 278 12. Accessory Building and Use
- 279 13. Conservation Activity
- 280 14. Agriculture
- 281 15. Bed and Breakfast Inn^{4,5}
- 282 16. Boarding House, hostel⁵
- 283 17. Hotel, Minor, fewer than sixteen (16) rooms⁵
- 284 18. Office, General⁵
- 285 19. Parking Area or Structure, with four (4) or fewer spaces⁵
- 286 20. Food Truck Location¹¹

287 B. **CONDITIONAL USES.**^{9, 10}

288	1. Triplex Dwelling ⁵
289	2. Multi-Unit Dwelling ⁵
290	3. Guest House, on Lots one (1) acre ⁵
291	4. Group Care Facility ⁵
292	5. Public and Quasi-Public institution, church, or school
293	6. Essential Municipal public utility Use, facility, service, and Structure
294	7. Telecommunication Antenna ⁶
295	8. Satellite dish, greater than thirty-nine inches (39") in diameter ⁷
296	9. Plant and Nursery stock products and sales
297	10. Hotel, Major ⁵
298	11. Timeshare Projects and Conversions ⁵
299	12. Private Residence Club Project and Conversion ^{4,5}
300	13. Office, Intensive ⁵
301	14. Office and clinic, Medical ⁵
302	15. Financial institution, without drive-up window ⁸
303	16. Commercial Retail and Service, Minor ⁸
304	17. Commercial Retail and Service, Personal Improvement ⁸
305	18. Neighborhood Convenience Commercial, without gasoline sales
306	19. Café or Deli ⁸
307	20. Restaurant, General ⁸
308	21. Restaurant and Café, outdoor dining ⁴
309	22. Outdoor Events and Uses ⁴
310	23. Bar

- 311 24. Parking Area or Structure, with five (5) or more spaces⁵
- 312 25. Temporary Improvement⁴
- 313 26. Passenger Tramway station and ski base facility
- 314 27. Ski tow, ski lift, ski run, and ski bridge
- 315 28. Recreation Facility, Commercial, Public, and Private
- 316 29. Entertainment Facility, Indoor
- 317 30. Fences greater than six feet (6') in height from Final Grade⁴
- 318 31. Private Residence Club, Off-Site⁵
- 319 32. Private Event Facility⁵

320 C. **PROHIBITED USES.** Unless otherwise allowed herein, any Use not listed above

321 as an Allowed or Conditional Use is a prohibited Use.

322 ¹Nightly rental of Lockout Units requires a Conditional Use permit.

323 ²Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

324 ³See Section 15-4-9, Child Care And Child Care Facilities.

325 ⁴Requires an Administrative or Administrative Conditional Use permit, see Chapter 15-4.

326 ⁵Prohibited in HRC Zoned Storefront Property adjacent to Main Street, Heber Avenue and Park Avenue,

327 excluding those HRC Zoned Properties on the west side of Park Avenue and also excluding those HRC

328 Zoned Properties with the following addresses: 702 Main Street, 710 Main Street, 738 Main Street (for the

329 plaza side storefronts), 780 Main Street, 804 Main Street (for the plaza side storefronts), 875 Main Street,

330 890 Main Street, 900 Main Street, and 820 Park Avenue. Hotel rooms shall not be located within

331 Storefront Property; however access, circulation, and lobby areas are permitted within Storefront

332 Property.

333 ⁶See Section 15-4-14, Telecommunication Facilities.

334 ⁷See Section 15-4-13, Placement Of Satellite Receiving Antennas.

335 ⁸If Gross Floor Area is less than 2,000 sq. ft., the Use shall be considered an Allowed Use.

336 ⁹No community locations as defined by Utah Code 32B-1-102 (Alcoholic Beverage Control Act) are

permitted within 200 feet of Main Street unless a variance is permitted for an outlet, as defined by Utah Code 32B-1-202, to obtain a liquor license.

¹⁰Within the HRC Zoning District, no more than seven (7) Conventional Chain Businesses are permitted in Storefront Properties.

¹¹The Planning Director, or his or her designee shall, upon finding a Food Truck Location in compliance with Municipal Code 4-5-6, issue the property owner a Food Truck Location administrative approval letter.

HISTORY

Adopted by Ord. [00-51](#) on 9/21/2000

Amended by Ord. [04-39](#) on 3/18/2004

Amended by Ord. [06-69](#) on 10/19/2006

Amended by Ord. [07-55](#) on 8/30/2007

Amended by Ord. [09-10](#) on 3/5/2009

Amended by Ord. [12-37](#) on 12/20/2012

Amended by Ord. [16-02](#) on 1/7/2016

Amended by Ord. [2017-45](#) on 8/17/2017

Amended by Ord. [2018-55](#) on 10/23/2018

Amended by Ord. [2020-36](#) on 7/30/2020

Amended by Ord. [2020-42](#) on 9/17/2020

15-2.6-2 Uses

Uses in the Historic Commercial Business (HCB) District are limited to the following:

A. **ALLOWED USES**.¹¹

1. Single Family Dwelling¹

2. Multi-Unit Dwelling¹

3. Secondary Living Quarters¹

361	4. Lockout Unit ^{1,2}
362	5. Accessory Apartment ^{1,3}
363	6. Nightly Rental ⁴
364	7. Home Occupation ¹
365	8. Child Care, In-Home Babysitting ¹
366	9. Child Care, Family ^{1,5}
367	10. Child Care, Family Group ^{1,5}
368	11. Child Care Center ^{1,5}
369	12. Accessory Building and Use ¹
370	13. Conservation Activity
371	14. Agriculture
372	15. Bed and Breakfast Inn ^{1, 6}
373	16. Boarding House, hostel ¹
374	17. Hotel, Minor, fewer than 16 rooms ¹
375	18. Office, General ¹
376	19. Office, Moderate Intensive ¹
377	20. Office and clinic, Medical ¹
378	21. Financial institution, without drive-up window
379	22. Commercial Retail and Service, Minor
380	23. Commercial Retail and Service, Personal Improvement
381	24. Commercial Neighborhood Convenience, without gasoline sales
382	25. Restaurant, Cafe or Deli
383	26. Restaurant, General

- 384 27. Bar
- 385 28. Parking Lot, Public or Private with four (4) or fewer spaces
- 386 29. Entertainment Facility, Indoor
- 387 30. Salt Lake City 2002 Winter Olympic Games Legacy Displays⁷
- 388 31. Temporary winter Balcony enclosures
- 389 32. Food Truck Location¹²
- 390 B. **CONDITIONAL USES.**^{10, 11}
- 391 1. Group Care Facility¹
- 392 2. Public and Quasi-Public institution, church, or school
- 393 3. Essential municipal public utility Use, facility, service, and Structure
- 394 4. Telecommunication Antenna⁸
- 395 5. Satellite dish, greater than thirty-nine inches (39") in diameter⁹
- 396 6. Plant and Nursery stock products and sales
- 397 7. Hotel, Major¹
- 398 8. Timeshare Projects and Conversions¹
- 399 9. Timeshare Sales Office, Off-Site within an enclosed Building¹
- 400 10. Private Residence Club Project and Conversion^{1,6}
- 401 11. Commercial Retail and Service, Major
- 402 12. Office, Intensive¹
- 403 13. Restaurant, outdoor dining⁶
- 404 14. Outdoor Events and Uses⁶
- 405 15. Hospital, Limited Care Facility¹
- 406 16. Parking Area or Structure for five (5) or more cars¹

- 407 17. Temporary Improvement⁶
- 408 18. Passenger Tramway station and ski base facility
- 409 19. Ski tow, ski lift, ski run, and ski bridge
- 410 20. Recreation Facility, Public or Private
- 411 21. Recreation Facility, Commercial
- 412 22. Fences greater than six feet (6') in height from Final Grade⁶
- 413 23. Private Residence Club, Off-Site¹
- 414 24. Private Event Facility¹

415 C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use

416 is a prohibited Use.

417 ¹Prohibited in HCB Zoned Storefront Property adjacent to Main Street, Heber Avenue, Grant Avenue, and

418 Swede Alley. Hotel rooms shall not be located within Storefront Property; however access, circulation and

419 lobby areas are permitted within Storefront Property.

420 ²Nightly Rental of Lock Units requires a Conditional Use permit.

421 ³Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

422 ⁴Nightly Rental of residential dwellings does not include the Use of dwellings for Commercial Uses.

423 ⁵See Section 15-4-9, Child Care And Child Care Facilities.

424 ⁶Requires an Administrative or Administrative Conditional Use permit.

425 ⁷Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City

426 Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed

427 on the original Property set forth in the services Agreement and/or Master Festival License. Requires an

428 Administrative Permit.

429 ⁸See Section 15-4-14, Telecommunication Facilities.

430 ⁹See Section 15-4-13, Placement Of Satellite Receiving Antennas.

431 ¹⁰No community locations as defined by Utah Code 32B-1-102 (Alcoholic Beverage Control Act) are

432 permitted within 200 feet of Main Street unless a variance is permitted for an outlet, as defined by Utah

433 Code 32B-1-202, to obtain a liquor license.

434 ¹¹Within the HCB Zoning District, no more than seventeen (17) Conventional Chain Businesses are
435 permitted in Storefront Properties.

436 ¹²The Planning Director or his or her designee shall, upon finding a Food Truck Location in compliance
437 with Municipal Code 4-5-6, issue the property owner a Food Truck Location administrative approval letter.

438 HISTORY

439 *Adopted by Ord. [00-51](#) on 9/21/2000*

440 *Amended by Ord. [02-38](#) on 9/12/2002*

441 *Amended by Ord. [04-39](#) on 3/18/2004*

442 *Amended by Ord. [06-69](#) on 10/19/2006*

443 *Amended by Ord. [07-55](#) on 8/30/2007*

444 *Amended by Ord. [09-10](#) on 3/5/2009*

445 *Amended by Ord. [12-37](#) on 12/20/2012*

446 *Amended by Ord. [16-02](#) on 1/7/2016*

447 *Amended by Ord. [16-01](#) on 1/7/2016*

448 *Amended by Ord. [2017-45](#) on 8/17/2017*

449 *Amended by Ord. [2018-55](#) on 10/23/2018*

450 *Amended by Ord. [2020-36](#) on 7/30/2020*

451 *Amended by Ord. [2020-42](#) on 9/17/2020*

452 **15-2.9-2 Uses**

453 Uses in the E-40 District are limited to the following:

454 A. **ALLOWED USES.**

455 1. Single Family Dwelling

456 2. Secondary Living Quarters

- 457 3. Lockout Unit¹
- 458 4. Accessory Apartment²
- 459 5. Nightly Rental³
- 460 6. Home Occupation
- 461 7. Child Care, In-Home Babysitting
- 462 8. Child Care, Family⁴
- 463 9. Child Care, Family Group⁴
- 464 10. Accessory Building and Use
- 465 11. Conservation Activity
- 466 12. Agriculture
- 467 13. Raising, grazing of horses
- 468 14. Residential Parking Area or Structure, with four (4) or fewer spaces
- 469 15. Internal Accessory Dwelling Unit⁹
- 470 B. **CONDITIONAL USES.**
- 471 1. Guest House
- 472 2. Group Care Facility
- 473 3. Child Care Center⁴
- 474 4. Public and Quasi-Public Institution, Church and School
- 475 5. Essential Municipal Public Utility Use, Facility, Service, and Structure
- 476 6. Telecommunication Antenna⁶
- 477 7. Satellite Dish, greater than thirty-nine inches (39") diameter⁶
- 478 8. Plant and Nursery Stock Production and Sales
- 479 9. Raising, grazing of livestock

- 480 10. Cemetery
- 481 11. Bed and Breakfast Inn
- 482 12. Parking Lot or Structure with five (5) or more space
- 483 13. Temporary Improvement⁷
- 484 14. Passenger Tramway Station and Ski Base Facility
- 485 15. Ski Rope Tow, Ski Lift, Ski Run, and Ski Bridge
- 486 16. Outdoor Event⁷
- 487 17. Recreation Facility, Public and Private
- 488 18. Recreation Facility, Commercial
- 489 19. Commercial Stables, Riding Academy
- 490 20. Mines and Mine Exploration
- 491 21. Fences greater than six feet (6') in height from Final Grade⁷
- 492 22. Vehicle Control Gates⁸

493 C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use
494 is a prohibited Use.

495 ¹Nightly Rental of Lockout Units requires a Conditional Use permit

496 ² Requires an Administrative Permit. See [~~LMC Chapter 15-4 Supplemental Regulations for~~] **Section 15-4-**
497 **7,** Accessory Apartments

498 ³Nightly Rentals do not include the Use of dwellings for Commercial Uses

499 ⁴See LMC Chapter 15-4-9 for Child Care Regulations

500 ⁵See LMC Chapter 15-4-14, Supplemental Regulations for Telecommunication Facilities

501 ⁶See LMC Chapter 15-4-13, Supplemental Regulations for Satellite Receiving Antennas

502 ⁷Requires an Administrative Conditional Use permit.

503 ⁸See Section 15-4-19 for specific review criteria for gates.

504 ⁹See Section 15-4-7.1, Internal Accessory Dwelling Units.

505 HISTORY

506 *Adopted by Ord. [00-51](#) on 9/21/2000*

507 *Amended by Ord. [04-08](#) on 3/4/2004*

508 *Amended by Ord. [06-69](#) on 10/19/2006*

509 *Amended by Ord. [2021-38](#) on 9/23/2021*

510 **15-2.10-2 Uses**

511 Uses in the Estate (E) District are limited to the following:

512 A. **ALLOWED USES.**

513 1. Single Family Dwelling

514 2. Duplex Dwelling

515 3. Secondary Living Quarters

516 4. Lockout Unit¹

517 5. Accessory Apartment²

518 6. Nightly Rental^{1,3}

519 7. Home Occupation

520 8. Child Care, In-Home Babysitting⁴

521 9. Child Care, Family⁴

522 10. Child Care, Family Group⁴

523 11. Accessory Buildings and Uses

524 12. Conservation Activity

525 13. Agriculture

526 14. Raising, grazing of horses

527 15. Parking Area or Structure with four (4) or fewer spaces

- 528 16. Internal Accessory Dwelling Unit¹²
- 529 B. **CONDITIONAL USES.**
- 530 1. Guest House
- 531 2. Group Care Facility
- 532 3. Child Care Center⁴
- 533 4. Public and Quasi-Public Institution, Church and School
- 534 5. Essential Municipal Public Utility Use, Facility, Services, and Structure
- 535 6. Telecommunication Antenna⁵
- 536 7. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁶
- 537 8. Plant and Nursery stock products and sales
- 538 9. Raising, grazing of livestock
- 539 10. Cemetery
- 540 11. Bed and Breakfast Inn
- 541 12. Hotel, Minor⁷
- 542 13. Hotel, Major⁷
- 543 14. Parking Area or Structure with five (5) or more spaces
- 544 15. Temporary Improvement⁸
- 545 16. Passenger Tramway Station and Base Facility⁹
- 546 17. Ski Tow Rope, Ski Run, Ski Lift, and Ski Bridge
- 547 18. Outdoor Event⁷
- 548 19. Recreation Facility, Public and Private
- 549 20. Recreation Facility, Commercial
- 550 21. Commercial Stables, Riding Academy

- 551 22. Mines and Mine Exploration
- 552 23. Vehicle Control Gates¹⁰
- 553 24. Fences greater than six feet (6') in height from Final Grade⁸
- 554 25. Support Retail and Minor Service Commercial¹¹
- 555 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
- 556 is a prohibited Use.

557 ¹Nightly rental of Lockout Units requires a Conditional Use permit

558 ² Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

559 ³Nightly Rentals do not include the Use of dwellings for Commercial Uses.

560 ⁴See Section 15-4-9 Child Care and Child Care Facilities

561 ⁵See Section 15-4-14, Telecommunication Facilities

562 ⁶See Section 15-4-13, Placement of Satellite Receiving Antennas

563 ⁷Subject to regulations of Chapter 15-6, Master Planned Developments

564 ⁸Requires an Administrative Conditional Use permit

565 ⁹See Section 15-4-18 Passenger Tramways and Ski Base Facilities

566 ¹⁰See Section 15-4-19 Review Criteria for Vehicle Control Gates

567 ¹¹Subject to a Master Planned Development approval. See Chapter 15-6

568 ¹²See Section 15-4-7.1, Internal Accessory Dwelling Units.

569 HISTORY

570 *Adopted by Ord. 00-51 on 9/21/2000*

571 *Amended by Ord. 04-08 on 3/4/2004*

572 *Amended by Ord. 06-69 on 10/19/2006*

573 *Amended by Ord. 2020-45 on 10/1/2020*

574 *Amended by Ord. 2021-38 on 9/23/2021*

575 **15-2.11-2 Uses**

Uses in the SF District are limited to the following:

A. **ALLOWED USES.**

1. Single Family Dwelling
2. Duplex Dwelling¹
3. Secondary Living Quarters²
4. Accessory Apartment³
5. Nightly Rental⁴
6. Home Occupation
7. Child Care, In-Home Babysitting⁵
8. Child Care, Family⁵
9. Child Care, Family Group⁵
10. Accessory Building and Use
11. Conservation Activity
12. Agriculture
13. Parking Area or Structure with four (4) or fewer spaces
14. Internal Accessory Dwelling Unit¹⁰

B. **CONDITIONAL USES.**

1. Guest House⁶
2. Group Care Facility
3. Child Care Center⁵
4. Public and Quasi-Public Institution, Church, and School
5. Essential Municipal Public Utility Use, Facility, Service, and Structure
6. Telecommunication Antenna⁷

599 7. Satellite Dish, greater than thirty-nine inches (39") diameter⁸

600 8. Raising, grazing of horses

601 9. Bed and Breakfast Inn

602 10. Parking Area or Structure with five (5) or more spaces⁹

603 11. Temporary Improvements⁹

604 12. Outdoor Event⁹

605 13. Recreation Facility, Public or Private

606 14. Fences greater than six feet (6') in height from Final Grade⁹

607 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
608 is a prohibited Use.

609 ¹Permitted only on Lots designated for Duplexes on the official Subdivision Plat.

610 ²Detached Guest Houses and detached Secondary Living Quarters are not allowed as a Conditional or
611 Allowed Use within Holiday Ranchettes Subdivision.

612 ³Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments. Accessory Apartments
613 in detached Structures are not allowed within Holiday Ranchettes Subdivision.

614 ⁴Allowed only within Prospector Village Subdivision. Commercial Uses are not allowed within Nightly
615 Rental units.

616 ⁵See Section 15-4-9 Child Care and Child Care Facilities.

617 ⁶Detached Guest Houses and detached Secondary Living Quarters are not allowed as a Conditional or
618 Allowed Use within Holiday Ranchettes Subdivision.

619 ⁷See Section 15-4-14, Telecommunication Facilities

620 ⁸See Section 15-4-13, Placement of Satellite Receiving Antennas

621 ⁹Requires an Administrative Conditional Use permit.

622 ¹⁰See Section 15-4-7.1, Internal Accessory Dwelling Units.

623 HISTORY

624 *Adopted by Ord. 00-51 on 9/21/2000*

625 Amended by Ord. [06-76](#) on 11/9/2006

626 Amended by Ord. [2020-45](#) on 10/1/2020

627 Amended by Ord. [2021-38](#) on 9/23/2021

628 **15-2.12-2 Uses**

629 Uses in the R-1 District are limited to the following:

630 A. **ALLOWED USES.**

631 1. Single Family Dwelling

632 2. Duplex Dwelling

633 3. Secondary Living Quarters

634 4. Lockout Unit¹

635 5. Accessory Apartment²

636 6. Nightly Rental³

637 7. Home Occupation

638 8. Child Care, In-Home Babysitting⁴

639 9. Child Care, Family⁴

640 10. Child Care, Family Group⁴

641 11. Accessory Building and Use

642 12. Conservation Activity

643 13. Agriculture

644 14. Parking Area or Structure with four (4) or fewer spaces

645 15. Internal Accessory Dwelling Unit¹¹

646 B. **CONDITIONAL USES.**

647 1. Triplex Dwelling⁵

- 648 2. Guest House, on Lots one (1) acre or larger
- 649 3. Group Care Facility
- 650 4. Child Care Center⁴
- 651 5. Public or Quasi-Public Institution, Church, and School
- 652 6. Essential Municipal Public Utility Use, Facility, Service, and Structure
- 653 7. Telecommunication Antenna⁶
- 654 8. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁷
- 655 9. Bed and Breakfast Inn
- 656 10. Temporary Improvement⁸
- 657 11. Ski tow rope, ski lift, ski run, and ski bridge⁹
- 658 12. Outdoor Event⁸
- 659 13. Recreation Facility, Private
- 660 14. Fences and walls greater than six feet (6') in height from Final Grade⁸
- 661 15. Residential and transient lodging Uses¹⁰

662 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use

663 is a prohibited Use.

664 ¹Nightly rental of Lockout Units requires a Conditional Use permit

665 ² Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments

666 ³Commercial Uses are not allowed within Nightly Rental Units

667 ⁴See Section 15-4-9 Child Care and Child Care Facilities

668 ⁵Must comply with special parking requirements, see Chapter 15-3.

669 ⁶See Section 15-4-14, Telecommunications Facilities

670 ⁷See Section 15-4-13, Placement of Satellite Receiving Antennas

671 ⁸Subject to an Administrative Conditional Use permit.

672 ⁹As part of an approved Ski Area Master Plan. See Section 15-4-18, Passenger Tramways and Ski Base

673 Facilities

674 ¹⁰Subject to Master Planned Development approval. See Chapter 15-6

675 ¹¹See Section 15-4-7.1, Internal Accessory Dwelling Units.

676 HISTORY

677 *Adopted by Ord. [00-51](#) on 9/21/2000*

678 *Amended by Ord. [06-76](#) on 11/9/2006*

679 *Amended by Ord. [2020-45](#) on 10/1/2020*

680 *Amended by Ord. [2021-38](#) on 9/23/2021*

681 **15-2.13-2 Uses**

682 Uses in the RD District are limited to the following:

683 A. **ALLOWED USES.**

684 1. Single-Family Dwelling

685 2. Duplex Dwelling

686 3. Secondary Living Quarters

687 4. Lockout Unit¹

688 5. Accessory Apartment²

689 6. Nightly Rental³

690 7. Home Occupation

691 8. Child Care, In-Home Babysitting⁴

692 9. Child Care, Family⁴

693 10. Child Care, Family Group⁴

694 11. Accessory Building and Use

695 12. Conservation Activity Agriculture

696 13. Parking Area or Structure with four (4) or fewer spaces

697	14. Recreation Facility, Private
698	15. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays ⁵
699	16. Food Truck Location ¹⁶
700	17. Internal Accessory Dwelling Unit ¹⁷
701	B. <u>CONDITIONAL USES.</u>
702	1. Triplex Dwelling ⁶
703	2. Multi-Unit Dwelling ⁶
704	3. Guest House
705	4. Group Care Facility
706	5. Child Care Center ⁴
707	6. Public and Quasi-Public Institution, Church, and School
708	7. Essential Municipal Public Utility Use, Facility, Service, and Structure
709	8. Telecommunication Antenna ⁷
710	9. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter ⁸
711	10. Raising, grazing of horses
712	11. Cemetery
713	12. Bed and Breakfast Inn
714	13. Hotel, Minor ⁶
715	14. Hotel, Major ⁶
716	15. Private Residence Club Project and Conversion ¹⁰
717	16. Office, General ^{6,9}
718	17. Office, Moderate Intensive ^{6,9}
719	18. Office, Medical ^{6,9}

720	19. Financial Institution without drive-up window ^{6,9}
721	20. Commercial Retail and Service, Minor ^{6,9}
722	21. Commercial Retail and Service, personal improvement ^{6,9}
723	22. Commercial, Resort Support ^{6,9}
724	23. Café or Deli ^{6,9}
725	24. Restaurant, Standard ^{6,9}
726	25. Restaurant, Outdoor Dining ¹⁰
727	26. Outdoor Event ¹⁰
728	27. Bar ^{6,9}
729	28. Hospital, Limited Care Facility ^{6,9}
730	29. Parking Area or Structure with five (5) or more spaces
731	30. Temporary Improvement ¹⁰
732	31. Passenger Tramway Station and Ski Base Facility ¹¹
733	32. Ski Tow, Ski Lift, Ski Run, and Ski Bridge ¹¹
734	33. Recreation Facility, Public
735	34. Recreation Facility, Commercial ⁶
736	35. Entertainment Facility, Indoor ^{6,9}
737	36. Commercial Stables, Riding Academy ¹²
738	37. Heliport ¹²
739	38. Vehicle Control Gate ¹³
740	39. Fences and walls greater than six feet (6') in height from Final Grade ¹⁰
741	40. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays ¹⁴
742	41. Amenities Club

42. Club, Private Residence Off-Site¹⁵

C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use is a prohibited Use.

¹Nightly rental of Lockout Units requires a Conditional Use permit

² **Requires an Administrative Permit.** See Section 15-4-7, Accessory Apartments

³Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivision Phases #1A and #1B, and Fairway Meadows Subdivision.

⁴See Section 15-4-9 Child Care and Child Care Facilities

⁵Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed on the original Property set forth in the services agreement and/or Master Festival License

⁶Subject to provisions of LMC Chapter 15-6, Master Planned Development

⁷See Section 15-4-14, Telecommunications Facilities

⁸See Section 15-4-13, Placement of Satellite Receiving Antennas

⁹Allowed only as a secondary or support Use to the primary Development or Use and intended as a convenience for residents or occupants of adjacent or adjoining residential Developments.

¹⁰Requires an Administrative Conditional Use permit.

¹¹As part of an approved Ski Area Master Plan. See Section 15-4-18 Passenger Tramways and Ski Base Facilities.

¹²Omitted.

¹³See Section 15-4-19, Review Criteria For Control Vehicle Gates.

¹⁴Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed in an Area other than the original location set forth in the services agreement and/or Master Festival License.

¹⁵Only allowed within a Master Planned Development. Requires an Administrative Conditional Use permit.

Is permitted only in approved existing Commercial spaces or developments that have ten (10) or more

771 units with approved Support Commercial space. A Parking Plan shall be submitted to determine site
772 specific parking requirements.

773 ¹⁶The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
774 Municipal Code 4-5-6, issue the property owner a Food Truck Location administrative approval letter.

775 ¹⁷See Section 15-4-7.1, Internal Accessory Dwelling Units.

776 HISTORY

777 *Adopted by Ord. [00-51](#) on 9/21/2000*

778 *Amended by Ord. [02-38](#) on 9/12/2002*

779 *Amended by Ord. [04-08](#) on 3/4/2004*

780 *Amended by Ord. [05-39](#) on 6/30/2005*

781 *Amended by Ord. [06-76](#) on 11/9/2006*

782 *Amended by Ord. [11-05](#) on 1/27/2011*

783 *Amended by Ord. [14-35](#) on 6/26/2014*

784 *Amended by Ord. [2018-23](#) on 5/17/2018*

785 *Amended by Ord. [2018-55](#) on 10/23/2018*

786 *Amended by Ord. [2020-38](#) on 7/30/2020*

787 *Amended by Ord. [2020-45](#) on 10/1/2020*

788 *Amended by Ord. [2021-16](#) on 4/15/2021*

789 *Amended by Ord. [2021-38](#) on 9/23/2021*

790 **15-2.14-2 Uses**

791 Uses in the RDM District are limited to the following:

792 A. **ALLOWED USES.**

793 1. Single Family Dwelling

794 2. Duplex Dwelling

- 795 3. Triplex Dwelling
- 796 4. Secondary Living Quarters
- 797 5. Lockout Unit¹
- 798 6. Accessory Apartment²
- 799 7. Nightly Rental³
- 800 8. Home Occupation
- 801 9. Child Care, In Home Babysitting⁴
- 802 10. Child Care, Family⁴
- 803 11. Child Care, Family Group⁴
- 804 12. Accessory Building and Use
- 805 13. Conservation Activity
- 806 14. Agriculture
- 807 15. Parking Area or Structure with four (4) or fewer spaces
- 808 16. Recreation Facility, Private
- 809 17. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays⁵
- 810 18. Food Truck Location¹⁴
- 811 19. Internal Accessory Dwelling Unit¹⁵

812 B. **CONDITIONAL USES.**

- 813 1. Multi Unit Dwelling⁶
- 814 2. Guest House
- 815 3. Group Care Facility
- 816 4. Child Care Center
- 817 5. Public and Quasi Public Institution, Church, and School

818	6. Essential Municipal Public Utility Use, Facility, Service, and Structure
819	7. Telecommunication Antenna ⁷
820	8. Satellite Dish, greater than thirty nine inches (39") in diameter ⁸
821	9. Raising grazing of horses
822	10. Cemetery
823	11. Bed and Breakfast Inn
824	12. Boarding House, Hotel
825	13. Hotel, Minor ⁶
826	14. Hotel, Major ⁶
827	15. Private Residence Club Project and Conversion ¹¹
828	16. Office, General ⁶
829	17. Office, Moderate Intensive ^{6,9}
830	18. Office and Clinic, Medical ^{6,10}
831	19. Financial Institution, without drive up window ^{6,10}
832	20. Commercial Retail and Service, Minor ^{6,10}
833	21. Commercial Retail and Service, personal improvement ^{6,10}
834	22. Commercial, Resort Support ^{6,10}
835	23. Cafe or Deli ^{6,10}
836	24. Restaurant, Standard ^{6,10}
837	25. Restaurant, Outdoor Dining ¹¹
838	26. Outdoor Event ¹¹
839	27. Bar ^{6,10}
840	28. Hospital, Limited Care Facility ^{6,9}

- 841 29. Parking Area or Structure with five (5) or fewer spaces
- 842 30. Temporary Improvement¹¹
- 843 31. Passenger Tramway Station and Ski Base Facility¹²
- 844 32. Ski Tow, Ski Lift, Ski Run, and Ski Bridge¹²
- 845 33. Recreation Facility, Public
- 846 34. Recreation Facility, Commercial⁶
- 847 35. Entertainment Facility, Indoor^{6,9}
- 848 36. Commercial Stables, Riding Academy^{6,10}
- 849 37. Fences greater than six feet (6') in height from Final Grade
- 850 38. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays¹³

851 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use

852 is a prohibited Use.

853 ¹Nightly Rental of Lockout Units requires a Conditional Use permit.

854 ² [Requires an Administrative Permit.](#) See Section 15-4-7, Accessory Apartments.

855 ³Nightly Rentals do not include the Use of Dwellings for Commercial Use.

856 ⁴See Section 15-4-9, Child Care and Child Care Facilities

857 ⁵Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City

858 Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed

859 on the original Property set forth in the services agreement and/or Master Festival License

860 ⁶Subject to Master Planned Development approval. See Chapter 15-6.

861 ⁷See Section 15-4-14, Telecommunication Facilities.

862 ⁸See Section 15-4-13, Placement of Satellite Receiving Antennas.

863 ⁹General Offices are only permitted with an approved Master Planned Development and may only be

864 approved as the redevelopment of an existing Building or Property. In addition to meeting the necessary

865 criteria in the Chapter 15-6 Master Planned Developments, the Planning Commission must find that: a)

866 the redevelopment of an existing Building or Property to a General Office use will substantially advance

the objectives of Economic Element of the General Plan or other more specific neighborhood plans; b) it has minimized/eliminated any potential detrimental impact on the resort and/or resort-residential character of the RDM District and the Frontage Protection Zone through careful planning and conditions of approval; c) it will not result in an intensification of use incompatible with neighboring developments; and d) it will not result in substantial increase in the existing trip generations for services and deliveries.

¹⁰Allowed only as a secondary or support Use to the primary Development or Use and intended as a convenience for residents or occupants of adjacent or adjoining residential Development.

¹¹Requires an administrative Conditional Use permit.

¹²As part of an approved Ski Area Master Plan. See Section 15-4-18, Passenger Tramways and Ski Base Facilities

¹³Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed in an Area other than the original location set forth in the services agreement and/or Master Festival License.

¹⁴The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval letter.

¹⁵See Section 15-4-7.1, Internal Accessory Dwelling Units.

HISTORY

Adopted by Ord. [00-51](#) on 9/21/2000

Amended by Ord. [02-24](#) on 6/27/2002

Amended by Ord. [02-38](#) on 9/12/2002

Amended by Ord. [04-39](#) on 3/18/2004

Amended by Ord. [06-76](#) on 11/9/2006

Amended by Ord. [2018-55](#) on 10/23/2018

Amended by Ord. [2018-55](#) on 10/23/2018

893 Amended by Ord. [2020-45](#) on 10/1/2020

894 Amended by Ord. [2021-38](#) on 9/23/2021

895 **15-2.15-2 Uses**

896 Uses in the RM District are limited to the following:

897 A. **ALLOWED USES.**

898 1. Single Family Dwelling

899 2. Duplex Dwelling

900 3. Triplex Dwelling

901 4. Secondary Living Quarters

902 5. Lockout Unit¹

903 6. Accessory Apartment²

904 7. Nightly Rental³

905 8. Home Occupation

906 9. Child Care, In-Home Babysitting⁴

907 10. Child Care, Family⁴

908 11. Child Care, Family Group⁴

909 12. Accessory Building and Use

910 13. Conservation Activity

911 14. Agriculture

912 15. Bed and Breakfast Inn

913 16. Parking Area or Structure with four (4) or fewer spaces

914 17. Internal Accessory Dwelling Unit⁹

915 B. **CONDITIONAL USES.**

- 916 1. Multi-Unit Dwelling
- 917 2. Guest House, on Lot greater than one (1) acre
- 918 3. Group Care Facility
- 919 4. Child Care Center⁴
- 920 5. Public and Quasi-Public Institution, Church, and School
- 921 6. Essential Municipal Public Utility Use, Facility, Service, and Structure
- 922 7. Telecommunication Antenna⁵
- 923 8. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁶
- 924 9. Boarding House, Hostel
- 925 10. Hotel, Minor⁷
- 926 11. Outdoor Event⁸
- 927 12. Parking Area or Structure with five (5) or more spaces
- 928 13. Temporary Improvement⁸
- 929 14. Recreation Facility, Public and Private
- 930 15. Fences greater than six feet in Height from Final Grade⁸
- 931 16. Residential and transient lodging Uses⁷

932 C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use

933 is a prohibited Use.

934 ¹Nightly rental of Lockout Units requires a Conditional Use permit.

935 ² Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

936 ³Nightly Rentals do not include the Use of dwellings for Commercial Uses.

937 ⁴See Section 15-4-9, Child Care and Child Care Facilities.

938 ⁵See Section 15-4-14, Telecommunications Facilities.

939 ⁶See Section 15-4-13, Placement of Satellite Receiving Antennas.

940 ⁷Subject to Master Planned Development approval. See Chapter 15-6.

941 ⁸Requires an Administrative Conditional Use permit.

942 ⁹See Section 15-4-7.1, Internal Accessory Dwelling Units.

943 HISTORY

944 *Adopted by Ord. [00-51](#) on 9/21/2000*

945 *Amended by Ord. [2020-45](#) on 10/1/2020*

946 *Amended by Ord. [2021-38](#) on 9/23/2021*

947 **15-2.16-2 Uses**

948 Uses in the RC District are limited to the following:

949 A. **ALLOWED USES.**

950 1. Single Family Dwelling

951 2. Duplex Dwelling

952 3. Triplex Dwelling

953 4. Secondary Living Quarters

954 5. Lockout Unit¹

955 6. Accessory Apartment²

956 7. Nightly Rental³

957 8. Home Occupation

958 9. Child Care, In-Home Babysitting⁴

959 10. Child Care, Family⁴

960 11. Child Care, Family Group⁴

961 12. Child Care Center⁴

962 13. Accessory Building and Use

963	14. Conservation Activity
964	15. Agriculture
965	16. Bed and Breakfast Inn
966	17. Boarding House, Hostel
967	18. Hotel, Minor
968	19. Parking Area or Structure with four (4) or fewer spaces
969	20. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays ⁵
970	21. Food Truck Location ¹²
971	B. <u>CONDITIONAL USES.</u>
972	1. Multi-Unit Dwelling
973	2. Group Care Facility
974	3. Public and Quasi-Public institution, church, and school
975	4. Essential municipal and public utility Use, facility, service, and Structure
976	5. Telecommunications Antenna ⁶
977	6. Satellite dish Antenna, greater than thirty-nine inches (39") in diameter ⁷
978	7. Raising, grazing of horses
979	8. Cemetery
980	9. Hotel, Major
981	10. Timeshare Project and Conversion
982	11. Timeshare Sales Office
983	12. Private Residence Club Project and Conversion ⁹
984	13. Office, General ⁸
985	14. Office, Moderate ⁸

986	15. Office and clinic, Medical ⁸
987	16. Financial institution without drive-up window ⁸
988	17. Minor Retail and Service Commercial ⁸
989	18. Retail and Service Commercial, Personal Improvement ⁸
990	19. Transportation Service ⁸
991	20. Neighborhood Market, without gasoline sales ⁸
992	21. Café or Deli ⁸
993	22. Restaurant, General ⁸
994	23. Restaurant, outdoor dining ^{8,9}
995	24. Bar ⁸
996	25. Hospital, Limited Care Facility ⁸
997	26. Parking Area or Structure with five (5) or more spaces
998	27. Temporary Improvement ⁹
999	28. Passenger Tramway station and ski base facility ¹⁰
1000	29. Ski tow rope, ski lift, ski run, and ski bridge ¹⁰
1001	30. Outdoor Events and Uses ⁹
1002	31. Recreation Facility, Public and Private ⁸
1003	32. Recreation Facility, Commercial ⁸
1004	33. Entertainment Facility, Indoor ⁸
1005	34. Commercial Riding Stable(s), riding academy ⁸
1006	35. Heliport ⁸
1007	36. Amenities Club
1008	37. Club, Private Residence Off-Site ¹¹

1009 C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use
1010 is a prohibited Use.

1011 ¹Nightly Rental of Lockout Units requires a Conditional Use permit

1012 ²[Requires an Administrative Permit.](#) See Section 15-4-7, Accessory Apartments

1013 ³Nightly Rentals do not include the Use of dwellings for Commercial Uses

1014 ⁴See Section 15-4-9, Child Care And Child Care Facilities

1015 ⁵Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City
1016 Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed
1017 on the original Property set forth in the services agreement and/or Master Festival License. Requires an
1018 Administrative Permit.

1019 ⁶See Section 15-4-14, Telecommunication Facilities

1020 ⁷See Section 15-4-13, Placement Of Satellite Receiving Antennas

1021 ⁸As support Use to primary Development or Use, subject to provisions of LMC Chapter 15-6, Master
1022 Planned Developments

1023 ⁹Requires an Administrative or Administrative Conditional Use permit, see Chapter 15-4

1024 ¹⁰As part of an approved Ski Area Master Plan

1025 ¹¹Requires an Administrative Conditional Use permit. Is permitted only in approved existing Commercial
1026 spaces or Developments that have ten (10) or more units with approved Support Commercial space. A
1027 Parking Plan shall be submitted to determine site specific parking requirements.

1028 ¹²The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
1029 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval
1030 letter.

1031 HISTORY

1032 *Adopted by Ord. [00-51](#) on 9/21/2000*

1033 *Amended by Ord. [02-38](#) on 9/12/2002*

1034 *Amended by Ord. [04-39](#) on 3/18/2004*

1035 *Amended by Ord. [06-76](#) on 11/9/2006*

1036 Amended by Ord. [09-10](#) on 3/5/2009

1037 Amended by Ord. [11-05](#) on 1/27/2011

1038 Amended by Ord. [15-35](#) on 10/12/2015

1039 Amended by Ord. [2018-23](#) on 5/17/2018

1040 Amended by Ord. [2018-55](#) on 10/23/2018

1041 Amended by Ord. [2020-36](#) on 7/30/2020

1042 Amended by Ord. [2020-45](#) on 10/1/2020

1043 **15-2.17-2 Uses**

1044 Uses in the RCO District are limited to the following:

1045 A. **ALLOWED USES.**

1046 1. Secondary Living Quarters

1047 2. Lockout Unit¹

1048 3. Accessory Apartment²

1049 4. Nightly Rental

1050 5. Home Occupation

1051 6. Child Care, In-Home Babysitting³

1052 7. Child Care, Family³

1053 8. Child Care, Family Group³

1054 9. Accessory Building and Use

1055 10. Conservation Activity

1056 11. Agriculture

1057 12. Parking Area or Structure with four (4) or fewer spaces

1058 13. Recreation Facility, Private

1059	14. Allowed Uses in the Underlying Zoning District
1060	15. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays ⁴
1061	16. Food Truck Location ¹¹
1062	B. <u>CONDITIONAL USES.</u>
1063	1. Multi-Unit Dwelling ⁵
1064	2. Group Care Facility ⁵
1065	3. Child Care Center ^{3,5}
1066	4. Public and Quasi-Public Institution, Church and School ⁵
1067	5. Essential Municipal Public Utility Use, Facility, Service, and Structure ⁵
1068	6. Telecommunication Antenna ⁶
1069	7. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter ⁷
1070	8. Plant and Nursery stock products and sales ⁵
1071	9. Bed and Breakfast Inn ⁵
1072	10. Boarding House, Hostel ⁵
1073	11. Hotel, Minor ⁵
1074	12. Hotel, Major ⁵
1075	13. Private Residence Club Project and Conversion ⁹
1076	14. Timeshare Sales Office, off-site ⁵
1077	15. Office, General ⁵
1078	16. Office, Moderate Intensive ⁵
1079	17. Office, Intensive ⁵
1080	18. Office and Clinic, Medical ⁵
1081	19. Financial Institution, with and without drive-up window ^{5,8}

1082	20. Retail and Service Commercial, Minor ⁵
1083	21. Retail and Service Commercial, personal improvement ⁵
1084	22. Retail and Service Commercial, Major ⁵
1085	23. Transportation Service ⁵
1086	24. Retail Drive-Up Window ⁸
1087	25. Neighborhood Convenience Commercial ⁵
1088	26. Commercial, Resort Support ⁵
1089	27. Gasoline Service Station ⁵
1090	28. Cafe, Deli ⁵
1091	29. Restaurant, General ⁵
1092	30. Restaurant, Outdoor Dining ⁹
1093	31. Outdoor Event ⁹
1094	32. Restaurant, Drive-up window ⁸
1095	33. Bar ⁵
1096	34. Hospital, Limited Care Facility ⁵
1097	35. Hospital, General ⁵
1098	36. Parking Area or Garage with five (5) or more spaces ⁸
1099	37. Temporary Improvement ⁹
1100	38. Passenger Tramway Station and Ski Base Facility ⁵
1101	39. Ski tow rope, ski lift, ski run, and ski bridge ⁵
1102	40. Recreation Facility, Public ⁵
1103	41. Recreation Facility, Commercial ⁵
1104	42. Entertainment, Indoor ⁵

1105 43. Heliport⁵

1106 44. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays¹⁰

1107 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use

1108 is a prohibited Use.

1109 ¹Nightly Rental of Lockout Units requires a Conditional Use permit.

1110 ²Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.

1111 ³See Section 15-4-9, Child Care and Child Care Facilities.

1112 ⁴Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City

1113 Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed

1114 on the original Property set forth in the services agreement and/or Master Festival License.

1115 ⁵Subject to Master Planned Development approval. See Chapter 15-6.

1116 ⁶See Section 15-4-14, Telecommunication Facilities.

1117 ⁷See Section 15-4-13, Placement of Satellite Receiving Antennas.

1118 ⁸See Section 15-2.18-5 criteria for drive-up windows.

1119 ⁹Requires an administrative Conditional Use permit.

1120 ¹⁰Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City

1121 Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed

1122 in an Area other than the original location set forth in the services agreement and/or Master Festival

1123 License.

1124 ¹¹The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with

1125 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval

1126 letter.

1127 HISTORY

1128 *Adopted by Ord. [00-51](#) on 9/21/2000*

1129 *Amended by Ord. [02-38](#) on 9/12/2002*

1130 *Amended by Ord. [04-39](#) on 9/23/2004*

1131 Amended by Ord. [06-76](#) on 11/9/2006
1132 Amended by Ord. [2018-55](#) on 10/23/2018
1133 Amended by Ord. [2018-55](#) on 10/23/2018
1134 Amended by Ord. [2020-45](#) on 10/1/2020

1135 **15-2.18-2 Uses**

1136 Uses in the GC District are limited to the following:

1137 A. **ALLOWED USES.**

- 1138 1. Secondary Living Quarters
- 1139 2. Lockout Unit¹
- 1140 3. Accessory Apartment²
- 1141 4. Nightly Rental
- 1142 5. Home Occupation
- 1143 6. Child Care, In-Home Babysitting³
- 1144 7. Child Care, Family³
- 1145 8. Child Care, Family Group³
- 1146 9. Child Care Center³
- 1147 10. Accessory Building and Use
- 1148 11. Conservation Activity
- 1149 12. Agriculture
- 1150 13. Plant and Nursery Stock production and sales
- 1151 14. Bed and Breakfast Inn
- 1152 15. Boarding House, Hostel
- 1153 16. Hotel, Minor

- 1154 17. Hotel, Major
- 1155 18. Office, General
- 1156 19. Office, Moderate Intensive
- 1157 20. Office, Intensive
- 1158 21. Office and Clinic, Medical and Veterinary Clinic
- 1159 22. Financial Institution without a drive-up window
- 1160 23. Commercial, Resort Support
- 1161 24. Retail and Service Commercial, Minor
- 1162 25. Retail and Service Commercial, Personal Improvement
- 1163 26. Retail and Service Commercial, Major
- 1164 27. Cafe or Deli
- 1165 28. Restaurant, General
- 1166 29. Hospital, Limited Care Facility
- 1167 30. Parking Area or Structure with four (4) or fewer spaces
- 1168 31. Parking Area or Structure with five (5) or more spaces
- 1169 32. Recreation Facility, Private
- 1170 33. Food Truck Location¹⁰

1171 B. **CONDITIONAL USES.**

- 1172 1. Single Family Dwelling
- 1173 2. Duplex Dwelling
- 1174 3. Triplex Dwelling
- 1175 4. Multi-Unit Dwelling
- 1176 5. Group Care Facility

1177	6. Public and Quasi-Public Institution, Church, and School
1178	7. Essential Municipal Public Utility Use, Facility, Service, and Structure
1179	8. Telecommunication Antenna ⁴
1180	9. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter ⁵
1181	10. Timeshare Project and Conversion
1182	11. Timeshare Sales Office, off-site within an enclosed Building
1183	12. Private Residence Club Project and Conversion ⁸
1184	13. Financial Institution with a Drive-up Window ⁶
1185	14. Retail and Service Commercial with Outdoor Storage
1186	15. Retail and Service Commercial, Auto Related
1187	16. Transportation Service
1188	17. Retail Drive-Up Window ⁶
1189	18. Gasoline Service Station
1190	19. Restaurant and Cafe, Outdoor Dining ⁷
1191	20. Restaurant, Drive-up Window ⁶
1192	21. Outdoor Event ⁷
1193	22. Bar
1194	23. Sexually Oriented Businesses ⁸
1195	24. Hospital, General
1196	25. Light Industrial Manufacturing and Assembly
1197	26. Temporary Improvement ⁷
1198	27. Passenger Tramway and Ski Base Facility
1199	28. Ski tow rope, ski lift, ski run, and ski bridge

- 1200 29. Commercial Parking Lot or Structure
- 1201 30. Recreation Facility, Public
- 1202 31. Recreation Facility, Commercial
- 1203 32. Indoor Entertainment Facility
- 1204 33. Heliport
- 1205 34. Temporary Sales Trailer in conjunction with an active Building permit for
- 1206 the Site.⁸
- 1207 35. Fences greater than six feet (6') in height from Final Grade⁷
- 1208 36. Household Pet, Boarding⁷
- 1209 37. Household Pet, Daycare⁷
- 1210 38. Household Pet, Grooming⁷
- 1211 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
- 1212 is a prohibited Use.
- 1213 ¹Nightly rental of Lockout Units requires Conditional Use permit.
- 1214 ²Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.
- 1215 ³See Section 15-4-9, Child Care and Child Care Facilities.
- 1216 ⁴See Section 15-4-14, Telecommunication Facilities.
- 1217 ⁵See Section 15-4-13, Placement of Satellite Receiving Antennas.
- 1218 ⁶See Section 15-2.18-6 for Drive-Up Window review.
- 1219 ⁷Requires an Administrative Conditional Use permit.
- 1220 ⁸See Section 15-4-16 for additional criteria.
- 1221 ¹⁰The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
- 1222 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval
- 1223 letter.

1224 HISTORY

1225 *Adopted by Ord. [00-51](#) on 9/21/2000*

1226 *Amended by Ord. [04-39](#) on 9/23/2004*

1227 *Amended by Ord. [06-76](#) on 11/9/2006*

1228 *Amended by Ord. [14-57](#) on 11/20/2014*

1229 *Amended by Ord. [2018-55](#) on 10/23/2018*

1230 *Amended by Ord. [2018-55](#) on 10/23/2018*

1231 *Amended by Ord. [2020-45](#) on 10/1/2020*

1232 **15-2.19-2 Uses**

1233 Uses in the LI District are limited to the following:

1234 A. **ALLOWED USES.**

1235 1. Secondary Living Quarters

1236 2. Accessory Apartment¹

1237 3. Nightly Rental

1238 4. Home Occupation

1239 5. Child Care, In-Home Babysitting²

1240 6. Child Care, Family²

1241 7. Child Care, Family Group²

1242 8. Child Care Center²

1243 9. Agriculture

1244 10. Plant and Nursery Stock

1245 11. Office, General

1246 12. Office, Moderate Intensive

1247	13. Office, Intensive
1248	14. Financial Institution without drive-up window
1249	15. Retail and Service Commercial, Minor
1250	16. Retail and Service Commercial, Personal Improvement
1251	17. Retail and Service Commercial, Major
1252	18. Commercial, Resort Support
1253	19. Hospital, Limited Care
1254	20. Parking Area or Structure with four (4) or fewer spaces
1255	21. Recreation Facility, Private
1256	22. Food Truck Location ⁸
1257	B. <u>CONDITIONAL USES.</u>
1258	1. Multi-Unit Dwelling
1259	2. Group Care Facility
1260	3. Child Care Center ²
1261	4. Public and Quasi-Public Institution, Church, and School
1262	5. Essential Municipal Public Utility Use, Facility, Service, and Structure
1263	6. Telecommunication Antenna ³
1264	7. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter ⁴
1265	8. Accessory Building and Use
1266	9. Raising, grazing of horses
1267	10. Bed and Breakfast Inn
1268	11. Boarding House, Hostel
1269	12. Hotel, Minor

1270	13. Private Residence Club Project and Conversion ⁶
1271	14. Office and Clinic, Medical and Veterinary Clinic
1272	15. Financial Institutions with Drive-Up Window ⁵
1273	16. Retail and Service Commercial with Outdoor Storage
1274	17. Retail and Service Commercial, Auto-Related
1275	18. Transportation Services
1276	19. Retail Drive-Up Window ⁵
1277	20. Gasoline Service Station
1278	21. Café or Deli
1279	22. Restaurant, General
1280	23. Restaurant, Outdoor Dining
1281	24. Restaurant, Drive-Up Window ⁵
1282	25. Outdoor Event ⁶
1283	26. Bar
1284	27. Hospital, General
1285	28. Light Industrial Manufacturing and Assembly Facility
1286	29. Parking Area or Structure with five (5) or more spaces
1287	30. Temporary Improvement ⁶
1288	31. Passenger Tramway Station and Ski Base Facility
1289	32. Ski Tow Rope, Ski Lift, Ski Run, and Ski Bridge
1290	33. Recreation Facility, Public
1291	34. Recreation Facility, Commercial
1292	35. Entertainment Facility, Indoor

- 1293 36. Commercial Stables, Riding Academy
- 1294 37. Heliports
- 1295 38. Commercial Parking Lot or Structure
- 1296 39. Temporary Sales Office, in conjunction with an active Building permit.
- 1297 40. Fences and Walls greater than six feet (6') in height from Final Grade⁶
- 1298 41. Household Pet, Boarding⁶
- 1299 42. Household Pet, Daycare⁶
- 1300 43. Household Pet, Grooming⁶
- 1301 C. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
- 1302 is a prohibited Use.
- 1303 ¹[Requires an Administrative Permit](#). See Section 15-4-7, Accessory Apartments.
- 1304 ²See Section 15-4-9, Child Care and Child Care Facilities.
- 1305 ³See Section 15-4-14, Telecommunication Facilities.
- 1306 ⁴See Section 15-4-13, Placement of Satellite Receiving Antennas.
- 1307 ⁵See Section 15-2.19-8, Criteria for Drive-Up Windows.
- 1308 ⁶Subject to an Administrative Conditional Use permit.
- 1309 ⁸The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
- 1310 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval
- 1311 letter.
- 1312 HISTORY
- 1313 *Adopted by Ord. [00-51](#) on 9/21/2000*
- 1314 *Amended by Ord. [04-39](#) on 9/23/2004*
- 1315 *Amended by Ord. [06-76](#) on 11/9/2006*
- 1316 *Amended by Ord. [14-57](#) on 11/20/2014*
- 1317 *Amended by Ord. [2018-55](#) on 10/23/2018*

1318 Amended by Ord. [2018-55](#) on 10/23/2018

1319 Amended by Ord. [2020-45](#) on 10/1/2020

1320 **15-2.23-2 Uses**

1321 Uses in the Community Transition District are limited to the following:

1322 A. **ALLOWED USES.**

1323 1. Conservation Activities

1324 2. Home Occupation

1325 3. In-Home Babysitting

1326 4. Family Child Care

1327 5. Secondary Living Quarters

1328 6. Agriculture

1329 7. Food Truck Location²

1330 8. [Accessory Apartments](#)

1331 B. **ADMINISTRATIVE CONDITIONAL USES.**

1332 1. Trails and trailhead improvements

1333 2. Outdoor Recreation Equipment

1334 3. Essential public utility Use, service, or Structure less than 600 sq. ft.

1335 4. Accessory Buildings less than 600 sq. ft.

1336 5. Parking Areas with four (4) or fewer spaces

1337 6. Outdoor Events and Outdoor Music, see Section 15-4

1338 7. Temporary Improvement

1339 8. Outdoor dining and support retail associated with support Uses with an

1340 MPD

- 1341 9. Fences and walls, see Section 15-4-2
- 1342 10. Anemometer and Anemometer Towers
- 1343 C. **CONDITIONAL USES.**
- 1344 1. Public, Quasi-Public, civic, municipal Uses
- 1345 2. General acute Hospital
- 1346 3. Alternative professional health-related services
- 1347 4. Athletic training and testing Offices and facilities
- 1348 5. Athletic program administrative Offices
- 1349 6. Support short-term athlete housing or lodging associated with an
- 1350 approved Recreation Facility (within an approved MPD)
- 1351 7. Accredited physician Office space
- 1352 8. Accredited Medical and dental clinics
- 1353 9. Medical Heliport
- 1354 10. Group Care Facility
- 1355 11. Ancillary Support Commercial (within an approved MPD)
- 1356 a. Gift shop
- 1357 b. Dispensing pharmacy
- 1358 c. Medical supply
- 1359 d. Restaurant
- 1360 e. Deli
- 1361 f. Outdoor grills/ beverage service stations
- 1362 g. Child Care Center
- 1363 12. Recreation Facility, Public and Private

- 1364 13. Recreation Facility, Commercial
- 1365 14. Park and ride Lot
- 1366 15. Municipal/institutional Accessory Building and Use
- 1367 16. Parking Lot, Public
- 1368 17. Public utility or essential services
- 1369 18. Single Family Dwelling (with an approved MPD¹)
- 1370 19. Duplex Dwelling (with an approved MPD¹)
- 1371 20. Multi-Unit Dwelling (with an approved MPD¹)
- 1372 21. Telecommunication Antenna
- 1373 22. Transit facilities
- 1374 23. Parking Areas, Lots, and Structures with more than five (5) Parking
- 1375 Spaces
- 1376 24. Raising, grazing of horses
- 1377 25. Commercial Riding Stable(s)
- 1378 26. Small Energy Wind Systems
- 1379 D. **PROHIBITED USES**. Any Use not listed above as an Allowed or Conditional Use
- 1380 is a prohibited Use.
- 1381 ¹Residential Uses cannot exceed one (1) unit/acre.
- 1382 ²The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with
- 1383 Municipal Code Section 4-5-6, issue the property owner a Food Truck Location administrative approval
- 1384 letter.
- 1385 ³Requires an Administrative Permit. See Section 15-4-7, Accessory Apartments.
- 1386 HISTORY
- 1387 Adopted by Ord. 06-48 on 6/29/2006

1388 Amended by Ord. [07-25](#) on 4/19/2007
1389 Amended by Ord. [09-10](#) on 3/5/2009
1390 Amended by Ord. [2018-55](#) on 10/23/2018
1391 Amended by Ord. [2020-36](#) on 7/30/2020
1392 Amended by Ord. [2020-45](#) on 10/1/2020

1393 **15-4-7 Accessory Apartments**

1394 Accessory Apartments are subject to the following criteria:

1395 A. **CRITERIA FOR USE.**

1396 1. **SIZE.** Accessory Apartments may be no more than one third (1/3) of the
1397 dwelling size, shall be limited to a maximum floor Area of 1,000 square
1398 feet and shall be no less than ~~[400]~~ **280** square feet. **Accessory**
1399 **Apartments shall have** ~~[with]~~ no more than two (2) Bedrooms. An
1400 Accessory Apartment may not increase the floor Area of a Structure over
1401 the maximum floor Area as specified in the Land Management Code or
1402 Subdivision approval.

1403 2. **PARKING.** One (1) Parking Space per Bedroom must be provided in
1404 addition to the existing requirement for the primary residence. **Parking is**
1405 **permitted only within approved garages and on paved driveways.** Parking
1406 Spaces for Accessory Apartments need not be covered and may be
1407 provided in tandem, **parking one vehicle behind another,** subject to one of
1408 the following criteria:

1409 a. One (1) Parking Space for an Accessory Apartment may be
1410 provided in tandem if the existing driveway length equals or

1411 exceeds twenty-five feet (25') as measured from the Property Line.

1412 ~~[Parking is permitted only within approved garages and on paved~~
1413 ~~driveways.]~~

1414 b. One (1) Parking Space for an Accessory Apartment may be
1415 provided in tandem ~~[in an effort]~~ to preserve existing Significant
1416 Vegetation and when all other parking alternatives are undesirable.

1417 c. Historic Zoning Districts ~~[Zones]~~. One (1) tandem Parking Space~~;~~
1418 ~~parking one vehicle behind another.]~~ for an Accessory Apartment
1419 proposed in any residential Historic Zoning District ~~[Zone]~~ may be
1420 provided when the Applicant has secured a an Administrative Permit
1421 ~~[Conditional Use permit]~~ and the Planning ~~[Commission]~~

1422 Department has made the following findings:

1423 1) Tandem Parking will not create an undue hardship for the
1424 neighborhood.

1425 2) Other parking options are less desirable than the proposed
1426 tandem space.

1427 3) Reasonable efforts, such as automatic garage door openers,
1428 lease provisions and/or limitation of garage storage, have
1429 been made to encourage the Use of all Off-Street Parking.

1430 **3. APARTMENTS PER LOT.** No more than one (1) Accessory Apartment
1431 may be located on a Lot.

4. REQUIREMENTS FOR REVIEW. The Applicant for an Accessory Apartment must submit a floor plan, architectural elevations, and Site plan showing any proposed changes to the Structure or Site.

~~**5. DENSITY LIMITS.** A permit for an Accessory Apartment may not be granted if more than three (3) of the homes within three hundred feet (300') of the Applicant's Property boundary contain other established Accessory Apartments. There may be no more than four (4) Accessory Apartments within a three hundred foot (300') radius.~~

~~**6. OWNERSHIP.** One (1) unit, either the main Dwelling Unit or the Accessory Apartment shall be occupied by the Owner of the Structure and the Accessory Apartment shall not be sold separately.~~

5. DEED RESTRICTION. A deed restriction "Notice to Purchaser" must be filed with the County Recorder, which states:

"A permit for an Accessory Apartment was issued to _____, the current Owner of this Property on _____. This permit runs with the land and is automatically transferred to the new owner by the sale or ~~[Transfer]~~ transfer of this Property, provided however, if the Use by the new Owner does not continue to comply with the conditions of approval, the permit may be invalidated by the Planning Department pursuant to Land Management Code Section 15-4-7 ~~[(B)(1)]~~. ~~[Prospective purchasers should be advised that only one (1) unit on the Property may be rented; the other must be~~

occupied by the Owner.] The Owner and tenants shall strictly adhere to all the conditions of approval. ~~[and the prohibition of the rental of either Dwelling Unit for short-term rentals of less than thirty (30) days]~~ The Accessory Apartment rental term shall be no less than ninety (90) days.

6. [NIGHTLY RENTALS] RENTAL TERM. ~~[If an Accessory Apartment permit is granted, neither the]~~ Nightly Rentals are prohibited in the Accessory Apartment. Rental terms for ~~[main Dwelling Unit nor]~~ the Accessory Apartment ~~[may be rented for periods of time less than thirty (30) days]~~ shall be no less than ninety (90) days.

7. HOMEOWNERS ASSOCIATION [REGISTRATION AND] NOTIFICATION.

- a. All Accessory Apartments shall be subject to the homeowners association notification requirements established in ~~[LMC Chapter 15-1-12(E)]~~ Section 15-1-12(F).
- b. In addition to the requirements outlined in Section 15-1-12(F), an Applicant proposing an Accessory Apartment on a Lot within a homeowner association, whether such homeowner association is registered with the City or not, shall provide notice to the homeowner association prior to submitting an Accessory Apartment Application to the Planning Department.

- 1476 c. Accessory Apartment Applicants shall submit proof of notice
1477 to the homeowner association to the Planning Department
1478 with the Accessory Apartment Application.
- 1479 i. Acceptable evidence of notice is a copy of a properly
1480 executed notice form, as approved by the City; or
- 1481 ii. A signed return receipt from a certified letter posted to
1482 the registered association representative and a copy
1483 of the property executed notice form, as approved by
1484 the City.

1485 **8. DETACHED ACCESSORY APARTMENTS.**

- 1486 a. Detached Accessory Apartments are allowed on Lots 3,750
1487 square feet or greater.
- 1488 b. Detached Accessory Apartments shall comply with Zoning
1489 District Setbacks for Single-Family Dwellings.
- 1490 c. Detached Accessory Apartments shall comply with the Area
1491 of Disturbance, Limits of Disturbance, and any other
1492 regulation indicated on the recorded plat that is more
1493 restrictive than the underlying Zoning District.
- 1494 d. Detached Accessory Apartments shall not exceed a
1495 maximum height of eighteen feet (18') from Existing Grade.

- 1496 B. ~~[REGULATED USE]~~ REVIEW. The Planning Department shall review Accessory
1497 Apartments Applications ~~in those zones where the Apartments are a Regulated~~

Use. This includes all Zoning Districts where Accessory Apartments are an Allowed Use and not a Conditional Use]. After submission of a complete Application and payment of the Application fee as established by the fee schedule, the Planning Department shall approve an Administrative Permit [permit] if the requested Accessory Apartment complies with the criteria [for Use] in Section 15-4-7 [(A), established herein]. The Planning Department shall impose reasonable conditions to mitigate any impacts to the surrounding neighborhood.

1. **PERMIT REVOCATION.** The Accessory Apartment permit may be revoked by the Planning Department for non-compliance with the criteria of this [Chapter] Section. The permittee may appeal the determination to the Board of Adjustment, which will evaluate the Planning Department's determination of permit non-compliance and decide if permit revocation should occur.

G. **CONDITIONAL USE REVIEW.** In those zones where Accessory Apartments are subject to a Conditional Use permit, the Planning Commission shall review the requested Use. After submission of a complete Application and payment of the Application fee as established by the fee schedule, the Planning Commission shall approve a permit if the requested Accessory Apartment complies with the criteria established in Section 15-4-7 (A) herein. In addition, prior to issuance of a Conditional Use permit, the Planning Commission shall determine that parking and other impacts as outlined in LMC Chapter 15-1-10 have been mitigated.

1. ~~**PERMIT REVOCATION.** The Accessory Apartment permit may be
revoked by the Planning Department for non-compliance with the criteria
of this Chapter and any additional conditions of approval. The permittee
may appeal the determination to the Board of Adjustment, which will
evaluate the Planning Department's determination of permit non-
compliance and decide if permit revocation should occur.]~~

C. EXISTING NON-CONFORMING ACCESSORY APARTMENTS. Existing non-
conforming Accessory Apartments may be approved by the Planning Department
provided that the Accessory Apartment meets ~~[all of]~~ the criteria outlined in Section
15-4-7 ~~[(A)]~~. If the existing Accessory Apartment does not meet the criteria as
specified, the Planning Commission shall review the Use. The Planning Commission
shall approve the request only if the following findings can be made:

1. The Apartment contains no more than two (2) Bedrooms;
2. One (1) Parking Space per Bedroom is provided for Use by the
Accessory Apartment occupants. On-Street parking shall not be counted
to fulfill parking requirements;
- ~~3. [One (1) unit is Owner-occupied;]~~
3. Impacts of the Use can be mitigated;
- ~~4. [Neither Dwelling Unit is proposed to be]~~ The Accessory Apartment is
not rented for periods ~~[less than thirty (30)]~~ less than ninety (90) days; and
5. All significant impacts to the surrounding neighborhood are reasonably
mitigated and continue to be mitigated.

15-15-1 Definitions

1543

1544 **ACCESSORY APARTMENT**. A self-contained Apartment, with cooking, sleeping, and
1545 sanitary facilities, created by adding on to or within a detached Single-Family Dwelling
1546 or detached garage. Accessory Apartments do not increase the residential Unit
1547 Equivalent of the Property and are an Accessory Use to the primary Dwelling.

1548

Accessory Apartment Survey

SURVEY RESPONSE REPORT

24 September 2021 - 04 November 2021

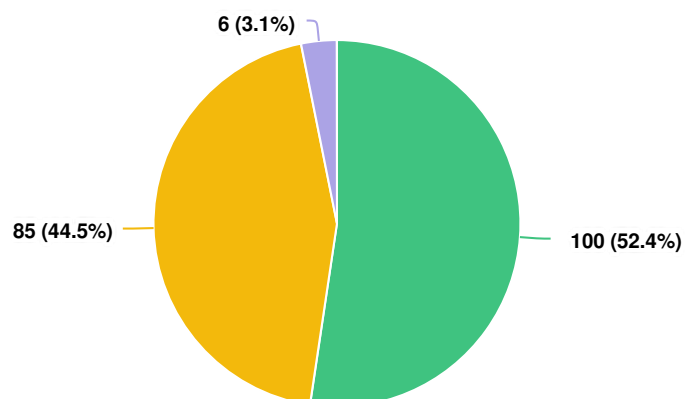
PROJECT NAME:

Accessory Apartment Survey



SURVEY QUESTIONS

Q1 | The current Land Management Code requires Accessory Apartments to be attached to a single-family dwelling or to a detached ...



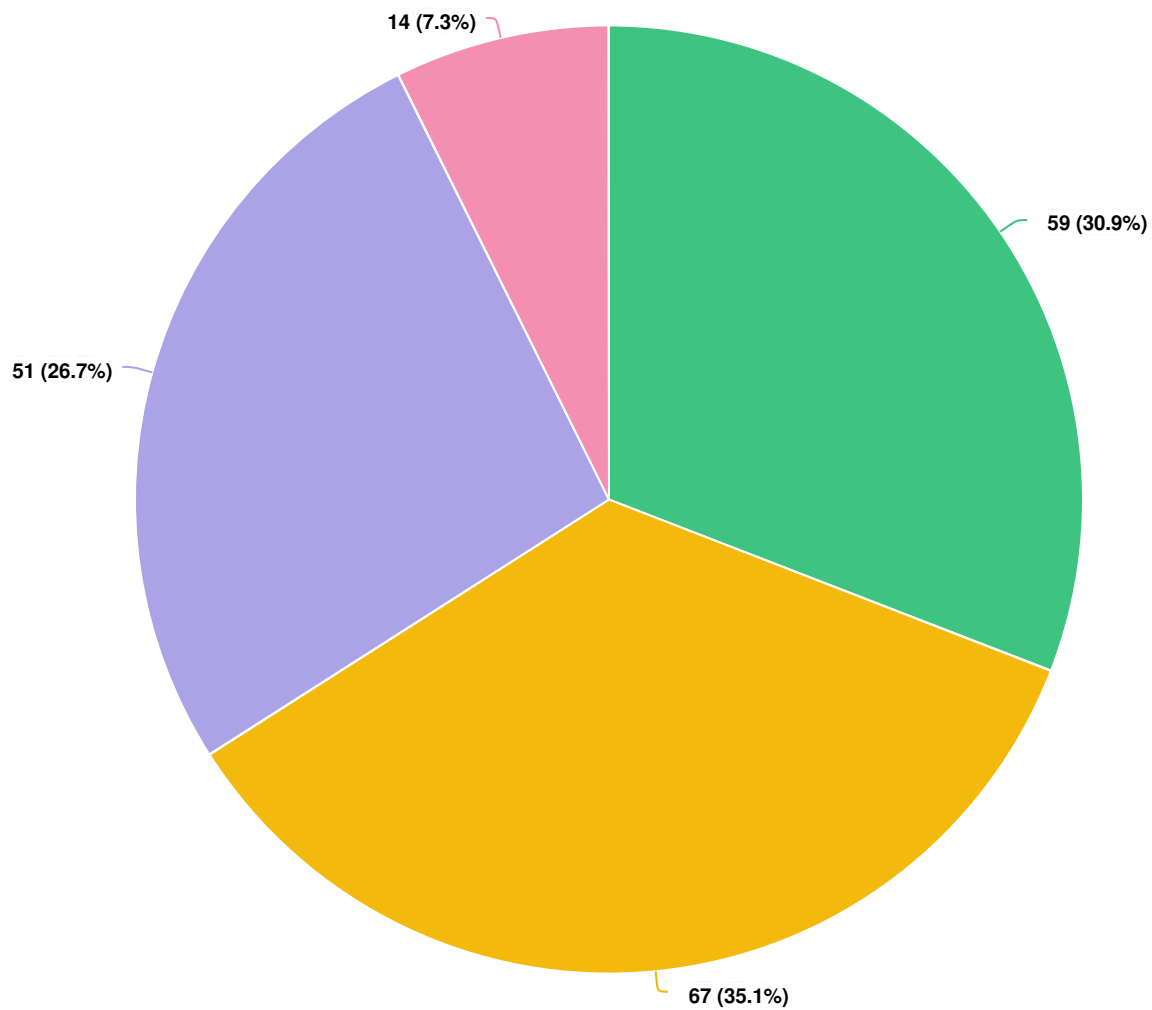
Question options

● Yes ● No ● Other (please specify)

Optional question (191 response(s), 1 skipped)

Question type: Dropdown Question

Q2 What kind of review and approval process should be required for Accessory Apartments?



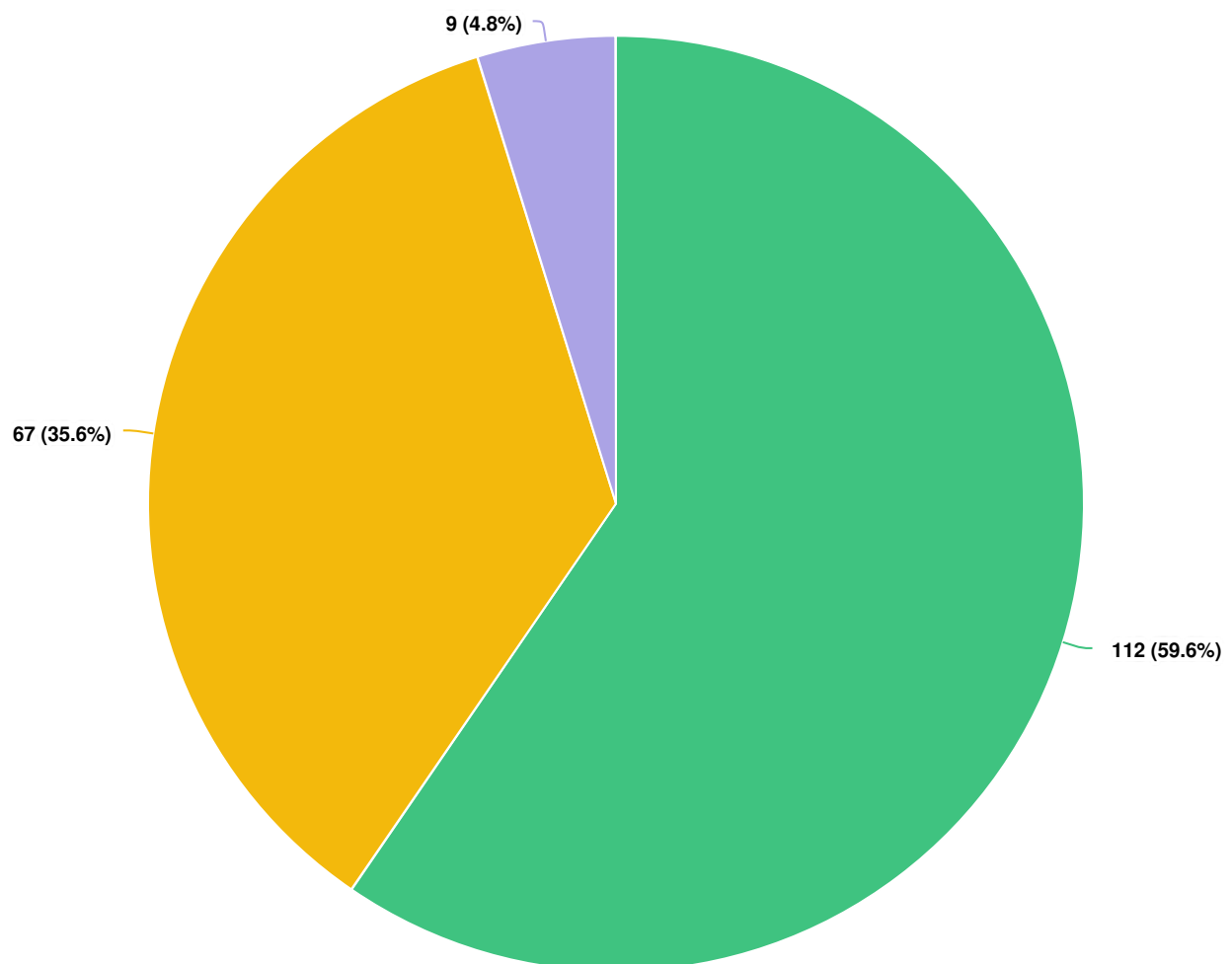
Question options

- Accessory Apartments should require a staff-level review and approval
- Accessory Apartments should require Planning Commission review and approval
- Accessory Apartments should be allowed by right and only require a building permit
- Other (please specify)

Optional question (191 response(s), 1 skipped)

Question type: Dropdown Question

Q3 | The current Land Management Code requires property owners with an Accessory Apartment to be full-time residents of the single-family dwelling or the Accessory Apartment. Should this requirement be removed?

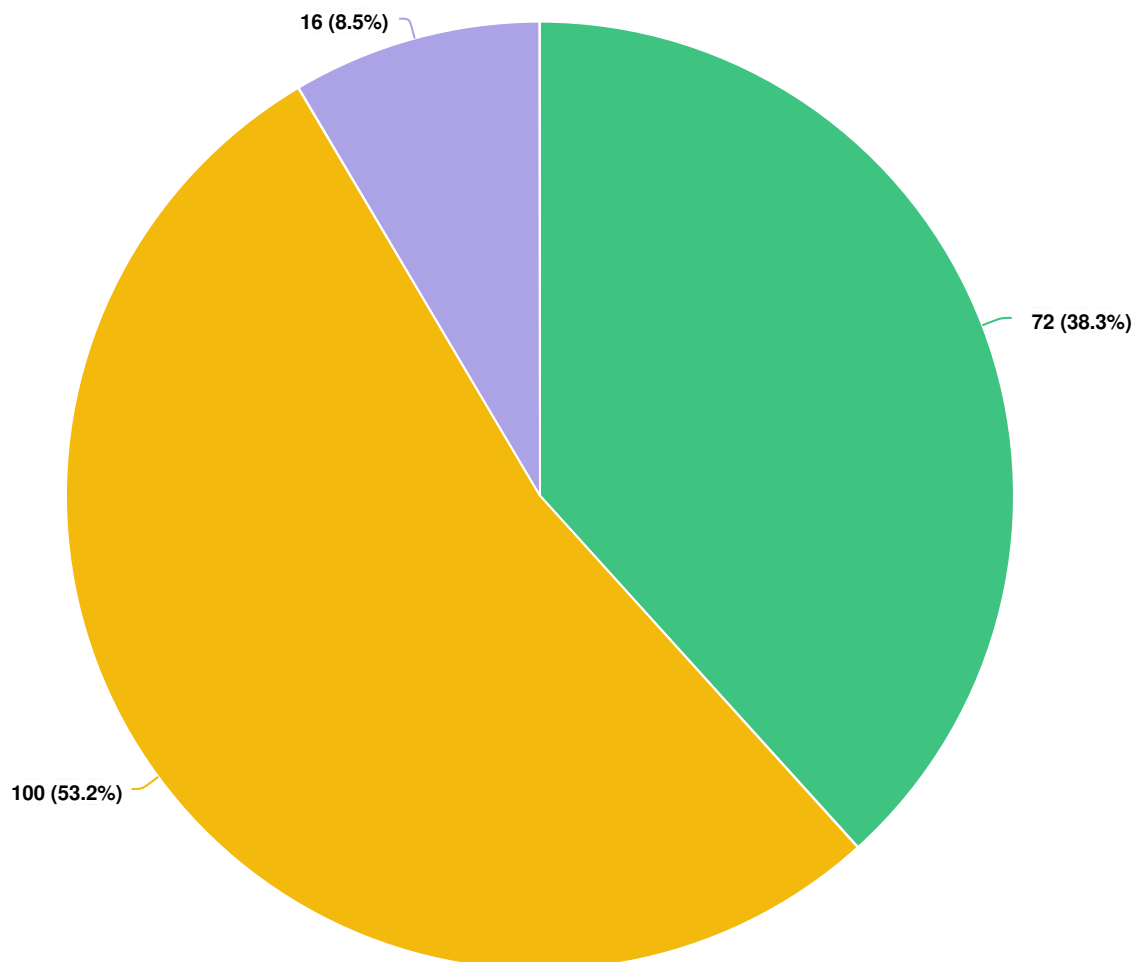


Question options

- The property owner should be required to live in the single-family dwelling or Accessory Apartment
- The property owner should not be required to live in the single-family dwelling or Accessory Apartment
- Other (please specify)

Optional question (188 response(s), 4 skipped)
Question type: Dropdown Question

Q4 | The current Land Management Code only allows for four Accessory Apartments within 300 feet. Should this proximity requirement be removed?

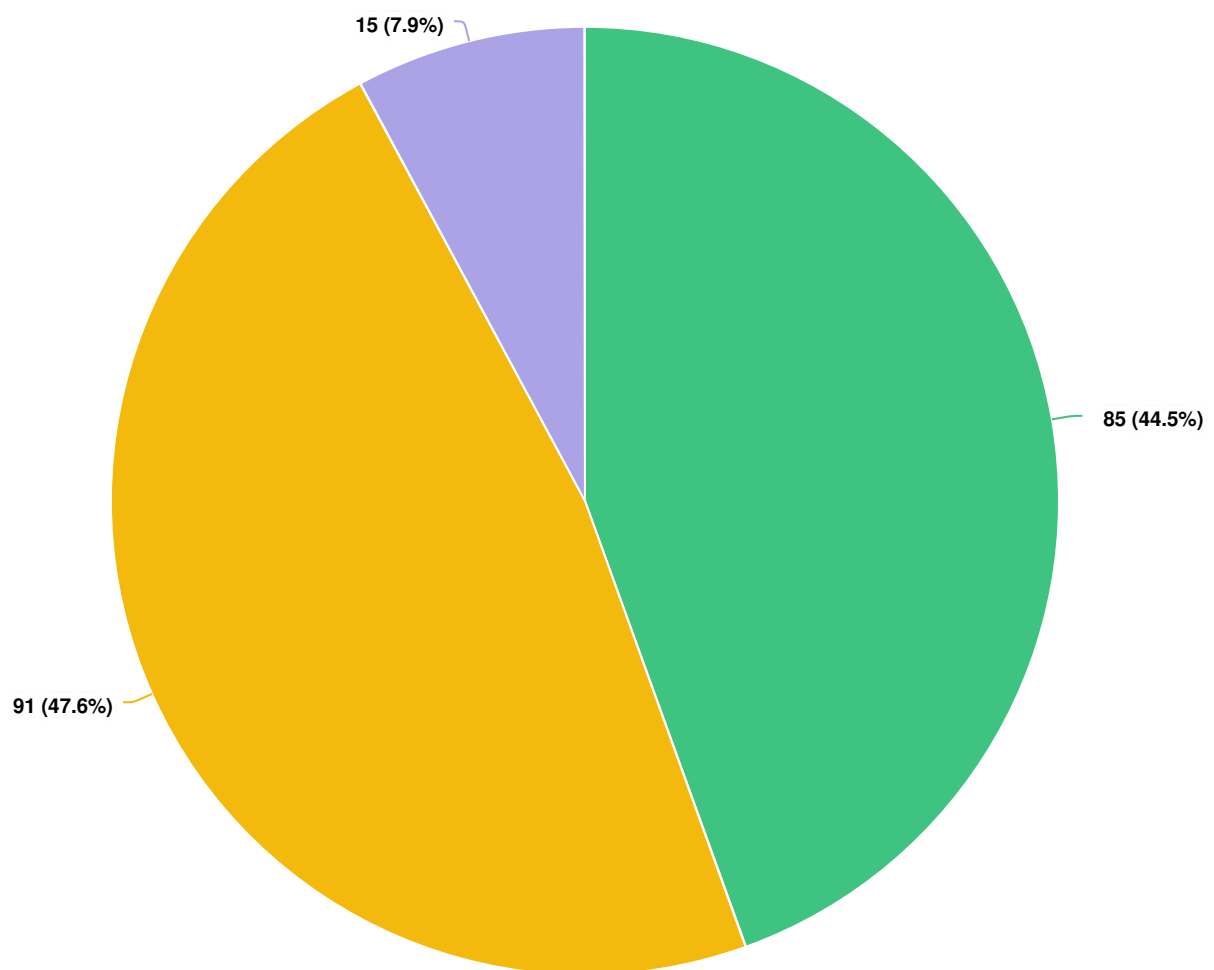


Question options

● Yes ● No ● Other (please specify)

Optional question (188 response(s), 4 skipped)
Question type: Dropdown Question

Q5 Under current regulations, property owners must record a deed restriction with the county stating the Accessory Apartment may not be used as a Nightly Rental – defined as a rental for less than 30 days. Should property owners also be required to re...

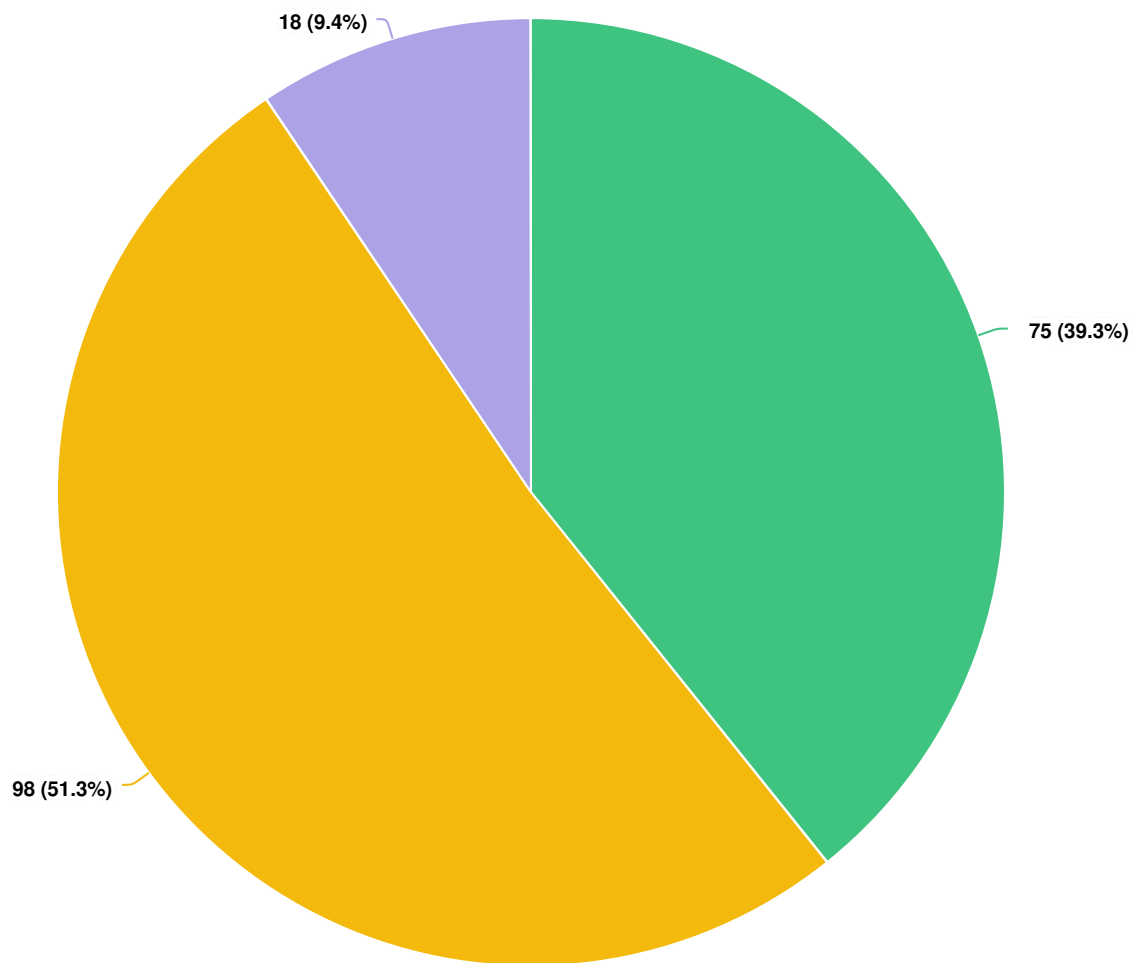


Question options

● Yes ● No ● Other (please specify)

Optional question (191 response(s), 1 skipped)
Question type: Dropdown Question

Q6 If detached Accessory Apartments are allowed, should they be permitted the same height as the single-family dwelling, or should they be restricted to a lower height?

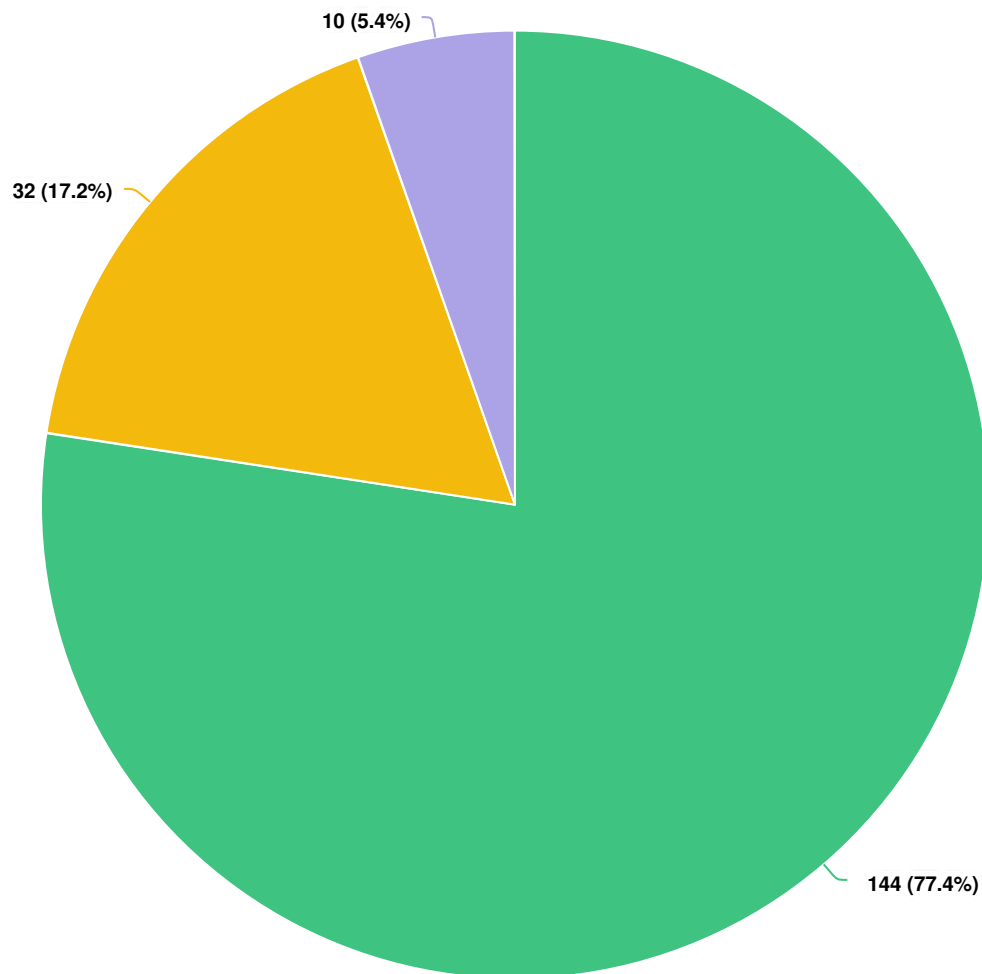


Question options

- Detached Accessory Apartments should be permitted the same height as the single-family dwelling
- Detached Accessory Apartments should be restricted to a lower height
- Other (please specify)

Optional question (191 response(s), 1 skipped)
Question type: Dropdown Question

Q7 | If detached Accessory Apartments are allowed, should the design and materials be required to reflect the single-family dwelling?

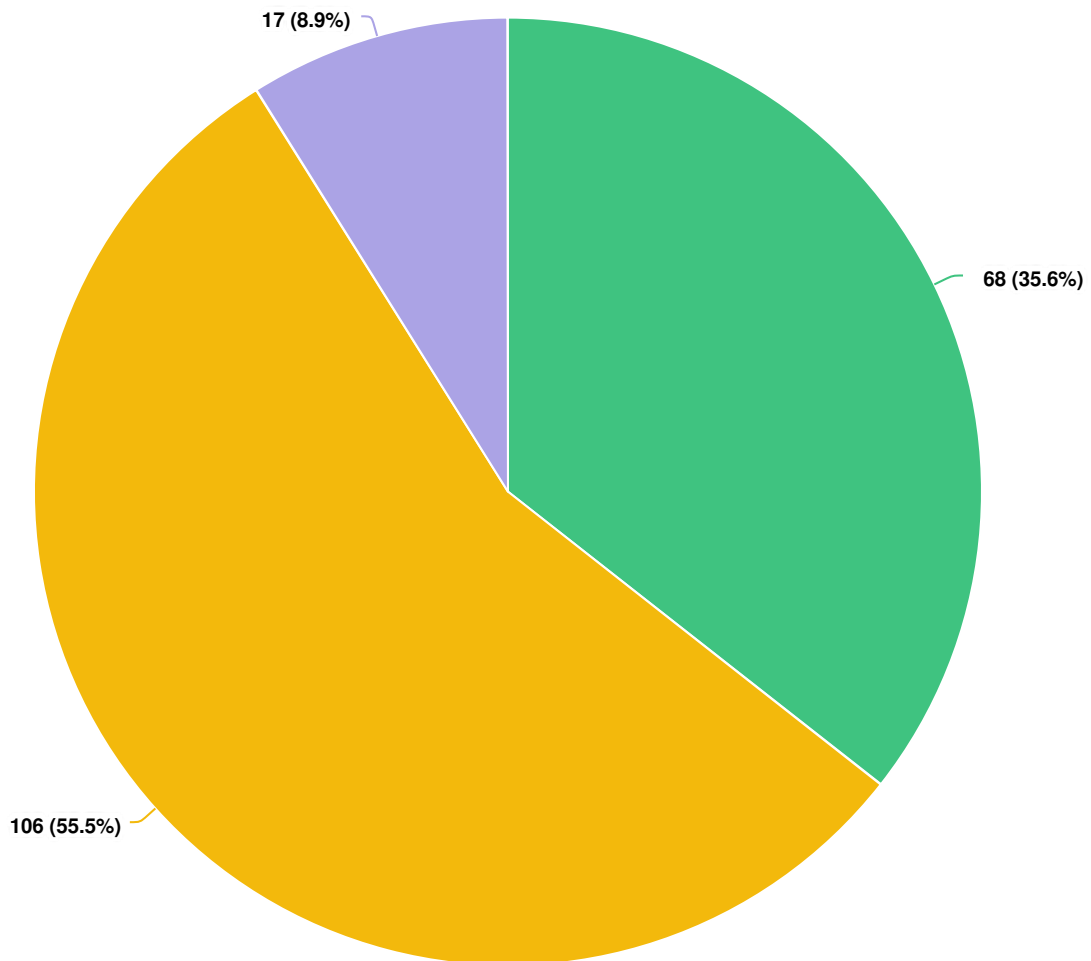


Question options

● Yes ● No ● Other (please specify)

Optional question (186 response(s), 6 skipped)
Question type: Dropdown Question

Q8 If detached Accessory Apartments are allowed, should they be allowed on properties designated Significant or Landmark on the Park City Historic Sites Inventory?

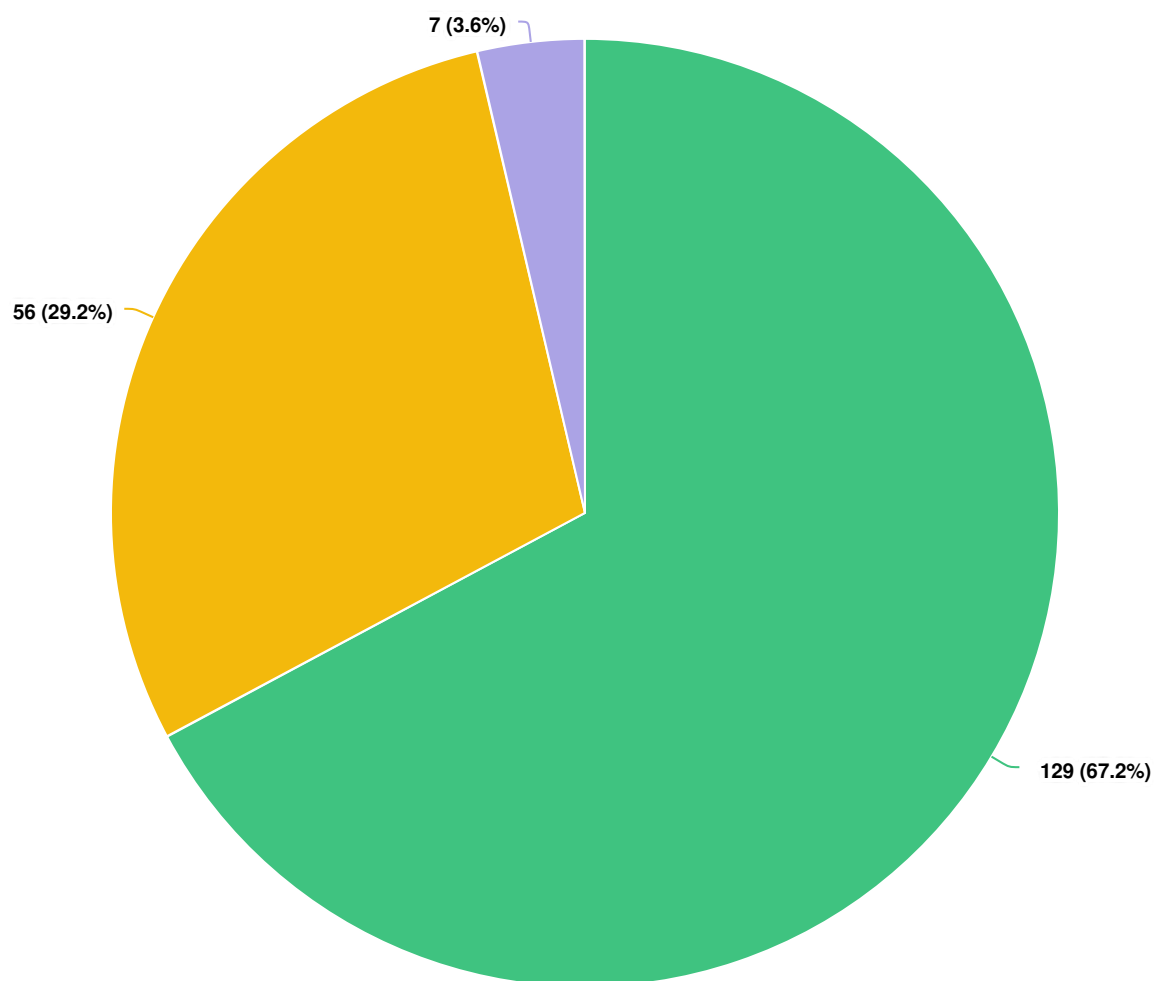


Question options

● Yes ● No ● Other (please specify)

Optional question (191 response(s), 1 skipped)
Question type: Dropdown Question

Q9 Many properties in Park City have a maximum building footprint or maximum square footage outlined for a single-family dwelling. Should Accessory Apartments count toward the maximum building footprint or maximum square footage?

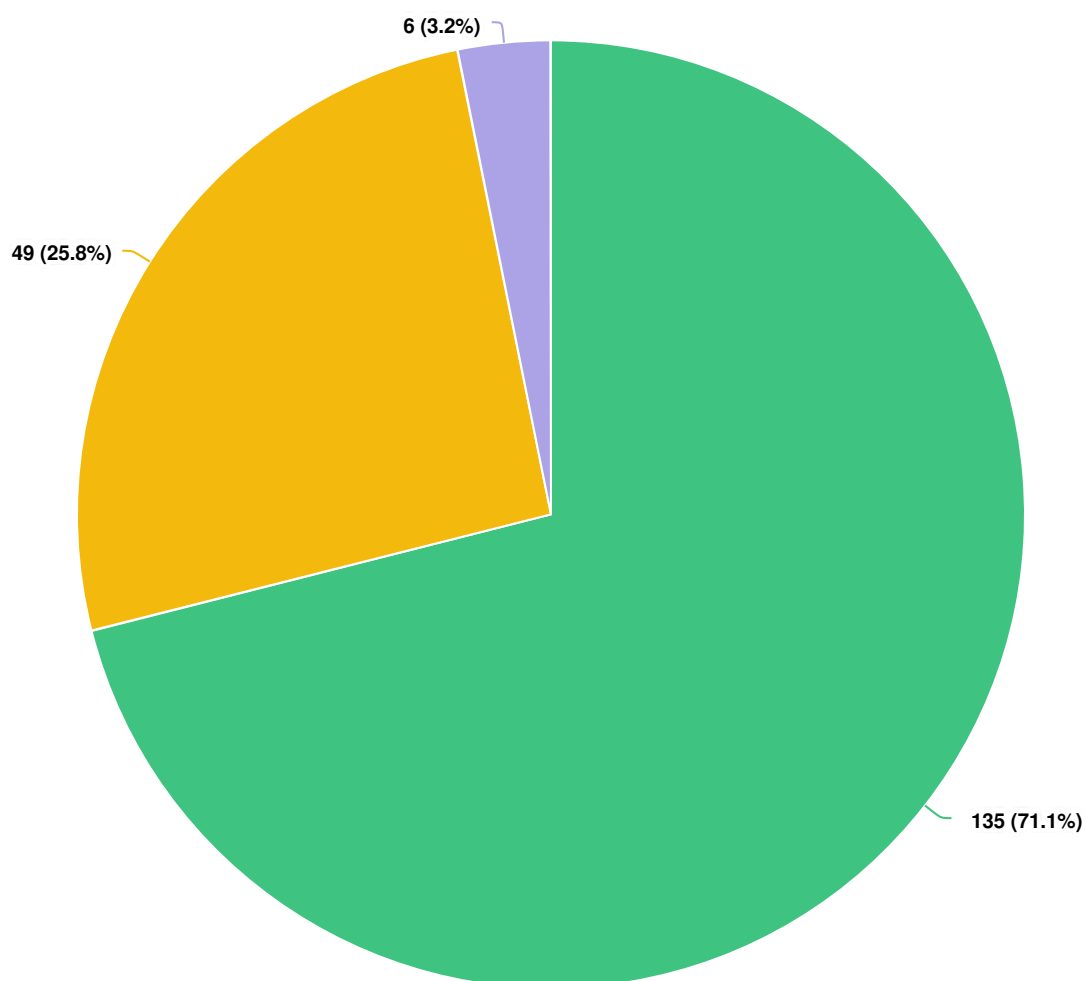


Question options

- Yes – Accessory Apartments should count toward the maximum building footprint or maximum square footage
- No – Accessory Apartments should be exempt from maximum building footprint or maximum square footage caps
- Other (please specify)

Optional question (192 response(s), 0 skipped)
Question type: Dropdown Question

Q10 | The Land Management Code allows for reduced setbacks for Accessory Buildings that are not dwelling units. If detached Accessory Apartments are allowed, what setbacks should they meet?

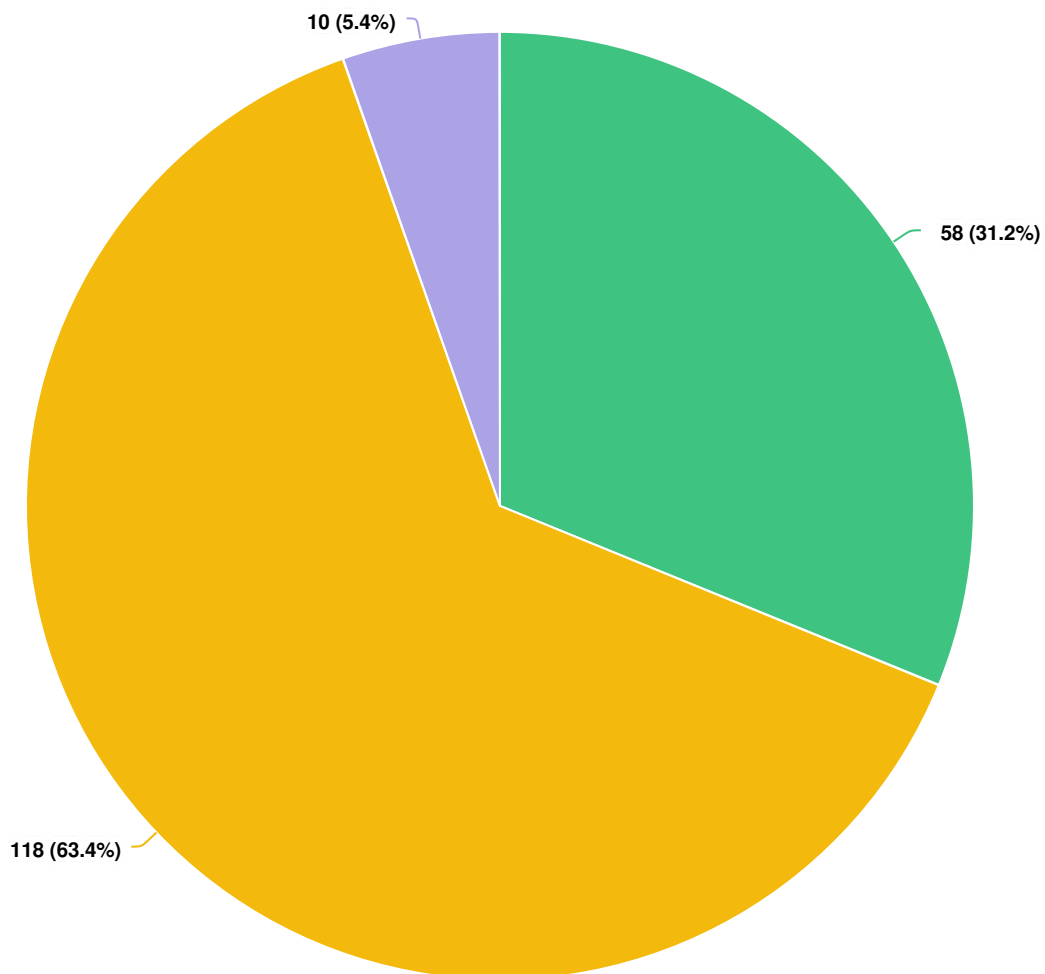


Question options

- Accessory Apartments should meet the same setbacks required for the single-family dwelling
- Accessory Apartments should be allowed to be located within reduced setbacks
- Other (please specify)

Optional question (190 response(s), 2 skipped)
Question type: Dropdown Question

Q11 Many properties in Park City have an Area of Disturbance or Limit of Disturbance outlined on the plat, indicating where the single-family dwelling must be located. Should Accessory Apartments be allowed outside of the boundaries of the Area of Dist...

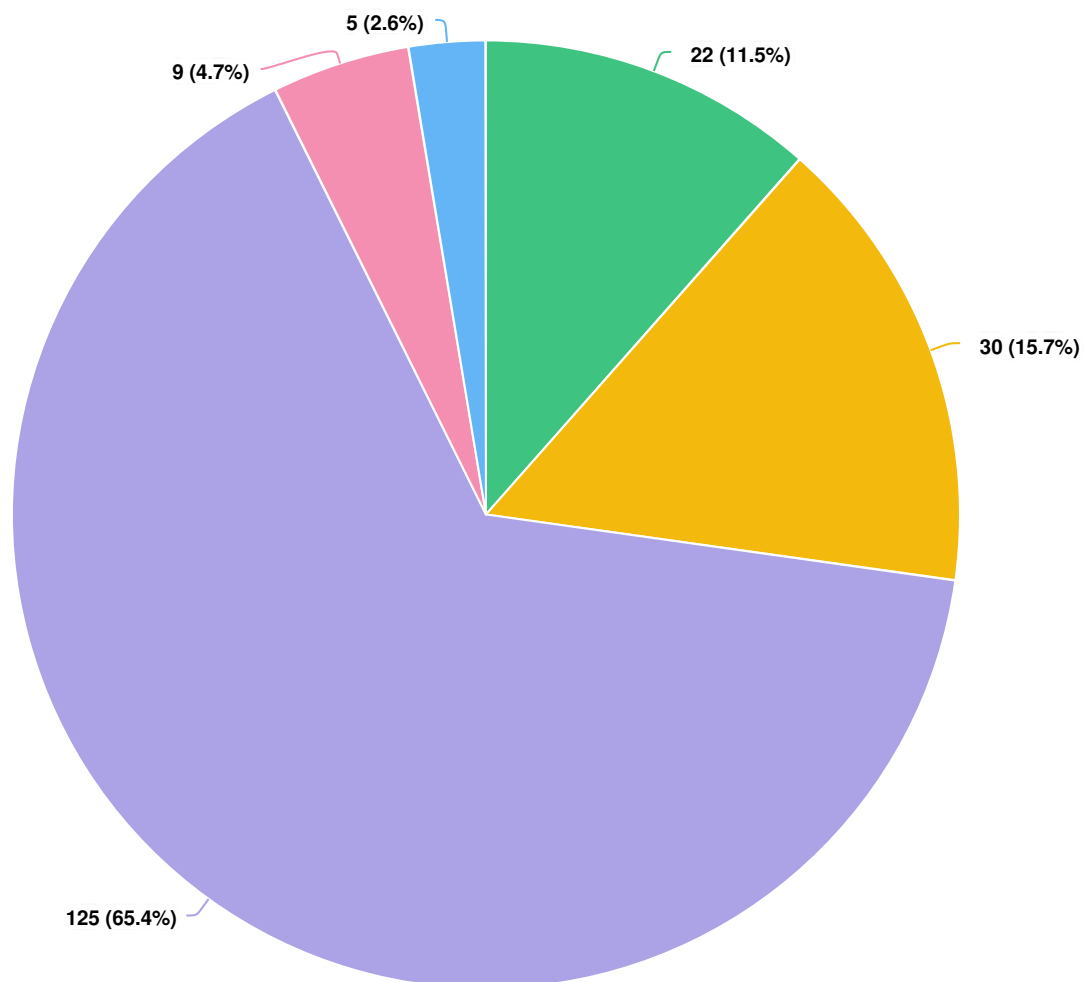


Question options

- Yes – Accessory Apartments should be allowed anywhere on site if they comply with setbacks
- No – Accessory Apartments should be required to be located within the Area of Disturbance or Limit of Disturbance
- Other (please specify)

Optional question (186 response(s), 6 skipped)
Question type: Dropdown Question

Q12 How likely are you to construct an Accessory Apartment on your property?



Question options

● Highly likely ● Likely ● Not likely ● I already have an Accessory Apartment ● Other (please specify)

Optional question (191 response(s), 1 skipped)

Question type: Dropdown Question

Q13 | What potential impacts for Accessory Apartments should be mitigated:

Anonymous

9/28/2021 09:21 AM

None. Legalize housing.

Anonymous

9/28/2021 09:33 AM

Appearance is important, but within reason. If a MIL unit is visually appealing and well-maintained, then I think it should be permitted.

Anonymous

9/28/2021 10:21 AM

Require sound-proof material.

Anonymous

9/28/2021 06:36 PM

Parking requirements should be kept to a bare minimum or removed altogether in order to disincentivize car ownership and vehicular traffic congestion. I know many people will argue the opposite, but if we provide ample parking then we will make it easy for people to own (and drive) more cars than they otherwise would. Minimum parking requirements induce the traffic congestion we all loathe.

Anonymous

9/29/2021 02:31 PM

They should be encouraged near kimball or the resorts or within walking or cycling distance of workplaces. No additional parking should be required to preserve vegetation and native landscaping on the site. They should be required to have low flow and watersense fixtures installed to mitigate the increased water use per property. They should be required to be submetered when possible to encourage reduced energy consumption especially in winter.

Anonymous

9/29/2021 02:32 PM

Absolutely none. Though they will create impacts, they will also profoundly reduce other impacts currently caused by scarce housing inventory, work force commute traffic & emissions, and the increasing socioeconomic segregation defining our town.

Anonymous

9/29/2021 03:09 PM

None. We should encourage maximum build out of ADU's. We should remove all parking requirements for ADU's

Anonymous

9/29/2021 03:23 PM

Unknown at this time.

Anonymous

9/29/2021 03:27 PM

I am for attached and detached accessory apartments but am not in favor of allowing the detached apartments in a homeowner association where the covenants prohibit them. I believe that the City will require the homeowner associations to enforce and mitigate the requests, but that all costs time, money, lawyers and bad will with neighbor to neighbor conflict. I understand that on October 1st, the attached accessory apartments are not allowed to be disallowed under the new State Law, but that is not the case with unattached accessory apartments.

Anonymous

9/29/2021 04:29 PM

Additional parking strain & traffic on neighborhood, overbearing structures.

Anonymous

9/29/2021 04:31 PM

Tree and vegetation removal. Blocking of views. Amount of land covered in blacktop or other non-permeable material that discourages water absorption into the soil.

Anonymous

9/29/2021 04:48 PM

The deed restriction should also include the accessory apt be rented by a FT resident or one employed within Park City. Anecdotally, I have an acquaintance who loves their ADU renters: \$3500 per month for a pied-à-terre for a CA couple, who come for occasional weekends. We're not trying to expand the hotel bed base with ADUs. We'd like people to be able to live where they work and be part of the community.

Anonymous

9/29/2021 05:09 PM

Prioritize the available housing for resident use first. If demand by residents is met, outline a program to make the housing available for nightly rentals. Look at the devastating effect the AirBnB moratorium had on Sausalito's local economy (also very tourist based). You need to address this. Extra units make ALL housing more affordable. More full time residents make communities work.

Anonymous

9/29/2021 05:31 PM

Parking must be available on the driveway or in the garage of the primary residence. No street parking should be permitted.

Anonymous

9/29/2021 06:34 PM

I'm not sure I know enough to give a valid opinion. I do like the idea because we need affordable housing, but it shouldn't be a blemish on our city.

Anonymous

Again there is no enforcement of prohibited nightly rentals in my

9/29/2021 07:32 PM

neighborhood. I believe that allowing more ADUs will lead only to more illegal nightly rentals.

Anonymous

9/29/2021 08:48 PM

I think parking is the biggest issue and what most neighbors would complain about

Anonymous

9/29/2021 10:23 PM

They should coordinate with the current house and blend with the current house construction so they don't become an "eyesore"

Anonymous

9/29/2021 10:33 PM

To make sure neighborhoods do not become overcrowded and low quality looking. Accessory apartments should follow the same aesthetics and rules as single family homes.

Anonymous

9/30/2021 04:55 AM

Street parking

Anonymous

9/30/2021 07:19 AM

Parking must be off street

Anonymous

9/30/2021 08:17 AM

Its a great idea.

Anonymous

9/30/2021 09:21 AM

Additional off-street parking requirements...at least one spot, and an additional one for each bedroom, no matter where the unit is located no nightly rentals no more than one accessory apartment on any property no more than 2 bedrooms limit the number of accessory apartments in any one area/neighborhood

Anonymous

9/30/2021 09:47 AM

Nightly rentals

Anonymous

9/30/2021 12:21 PM

Any long term rental will be less impactful than having that space used as a business or a nightly rental. Long term renters become a part of the community, form relationships with neighbors, and add to the health of this tourist town. Before we bought a home, I know that I loved getting to know my neighbors when I moved to a new rental. Many of those relationships are still strong for me and my wife. We have also made friends with people in ADUs and other long term rentals near by our home. Let's not overthink this...

Anonymous 9/30/2021 12:30 PM	Paking - should need some kind of parking pass so neighbors know whose car is the renters. This could help reduce nightly rental activity too.
Anonymous 9/30/2021 03:35 PM	You cannot mitigate this. You are increasing density haphazardly. There is no plan and no long term thought process as to the possible long term impact.
Anonymous 9/30/2021 03:51 PM	We already are set for parking
Anonymous 9/30/2021 05:05 PM	Increase in energy consumption by fossil fuel intensive building design Light pollution Noise pollution Increase of fire risk View-sheds blocked Parking Safety for the tenants
Anonymous 10/01/2021 06:59 AM	Size
Anonymous 10/01/2021 08:24 AM	Second home owners adding even more inflated pricing. These should be for full-time residents 30 days or longer
Anonymous 10/01/2021 09:09 AM	Be maintained and not allow storage of left over appliances, furniture, junk etc on grounds, on street side and front of units.
Anonymous 10/01/2021 03:30 PM	Parking. Not a fan of rental units being forced to park their car on street while owner has a huge driveway. South prospector Cul de sacs are a parking lot and it's terrible. Cars should be required to be on property and there should be a limit to cars. Example, 4 people sharing a 2bedroom apt and each person has a car. It's too much. Effects snowplows, garbage trucks, threatens kids safety bc cars can't see them biking or crossing street bc of parked cars and if this moves ahead, it would be a great way to encourage public transportation which is easily accessible in prospector.
Anonymous 10/02/2021 10:12 AM	Keeping it as no nightly rentals for any accessory apartments.
Anonymous 10/02/2021 05:24 PM	None. Maybe parties. If an owner rents to short term rentals and doesn't mitigate parties there should be three strikes your out for the year rule. But otherwise we shouldn't worry about issues that

don't really exist.

Anonymous

10/02/2021 05:27 PM

Parking and guarding against nightly rentals. The purpose should be to increase workforce housing. So AMI restrictions.

Anonymous

10/04/2021 10:18 AM

How many people can live in a unit , parking, street parking

Anonymous

10/05/2021 12:13 PM

No nightly rentals or rentals shorter than 30 days, property owner should identify parking limitations and clarify expectations for renters.

Anonymous

10/05/2021 04:51 PM

Congestion/transients, tenants/crime/traffic etc. Destroying single family neighborhoods

Anonymous

10/11/2021 09:57 AM

Noice, parking

Anonymous

10/11/2021 12:30 PM

Do not let them become nightly rentals. We need more long term housing.

Anonymous

10/12/2021 10:30 AM

Parking but that's already an issue

Anonymous

10/12/2021 11:47 AM

To completely eliminate any opportunity for VRBO, corporate ownership of rentals in residential neighborhoods. Corporate VRBO's are ruining residential communities!

Anonymous

10/12/2021 02:43 PM

street parking. Off street parking must be provided.

Anonymous

10/12/2021 03:39 PM

noise , parking, congestion , Making the city look like a slum.

Anonymous

10/12/2021 04:21 PM

Stringent parking requirements must be enforced.

Anonymous

none

10/12/2021 04:24 PM

Anonymous

10/12/2021 05:49 PM

We like neighbors. We don't like additional vehicles. The biggest problem is every long term renter adds at least one vehicle and usually two. Look at all your accessory apt diagrams on this page, none includes a single garage addition and every one adds an additional 1 or 2 cars to be parked on the street. You are just plain kidding yourselves if you think you will eliminate or mitigate this issue. You are absolutely creating it. There is no code enforcement in these neighborhoods and the new accessory apartment dweller's vehicles will be parked in front of our neighbor's houses.

Anonymous

10/12/2021 07:07 PM

Neighborhood/HOA requirements should be no more restrictive than measures adopted by the City.

Anonymous

10/12/2021 08:57 PM

I have 2 accessory apartments on my street. They create a lot of extra cars--parking should be limited to the driveway, and street parking limits should be enforced. Entries/doors should not be visible from the street, and yards should not be fenced in half for tenants. In my experience, accessory dwellings are a way for the homeowners to make money, and the additional units are not affordable housing. They degrade the neighborhood feel of my cul-de-sac. All of the other homeowners on my street have complained about the added traffic and disinterest the accessory dwellers have in being good neighbors.

Anonymous

10/13/2021 07:34 AM

Access to roadways, landscaping, number of occupants, parking requirements

Anonymous

10/13/2021 08:10 AM

Additional policing to ensure no short term rentals

Anonymous

10/13/2021 09:34 AM

There needs to be clearly enforced regulations related to short term rentals. The ADU initiative is way for property owners to build additional square footage that will likely never be used as affordable housing. The ADU's will be guest houses for family or a way for the property owner to generate income.

Anonymous

10/13/2021 10:59 AM

Need to have enough restrictions so that it doesn't look like two homes on one lot.

Trailhead

10/13/2021 11:08 AM

Accessory Apartments in Park City should *not* be expanded. They detract from the character of the town, will lead to increased traffic, water usage, etc. Folks who own property knew the restrictions when they acquired their property. DO NOT EXPAND, ENHANCE, OR MAKE EASIER ACCESSORY APARTMENTS.

Anonymous

10/13/2021 01:59 PM

nightly rentals are a problem. these need to be long term rental or limit the nights they can rent per year. Parking on the street is an issue, they need onsite parking.

Anonymous

10/13/2021 02:04 PM

parking must be supplied for all living there

Anonymous

10/13/2021 03:40 PM

Traffic, utility resources

Anonymous

10/13/2021 05:28 PM

Definitely no nightly rentals, 30 min rental does not alleviate a housing shortage with these units, should consider 90-120 day minimum rental period

Anonymous

10/13/2021 05:37 PM

Cap rent so these are for HOUSING not nightly rentals. Limit occupancy numbers. Minimum lease term 6 months NOT 31 days. How about tenants must be employed in Park City? City must go to great lengths to eliminate loopholes that nightly renters will slither through.

Anonymous

10/13/2021 07:53 PM

Ensure that the building requirements are held to the same standard of all other buildings in the area. Ensure that views are not comprised for existing owners. Accessory apartments will add to the already crowded streets and increase parking issues. Additional apartments should be added on the outside of town.

Anonymous

10/13/2021 10:51 PM

Parking should be a key issue, particularly in Old Town.

Anonymous

10/13/2021 10:51 PM

Bus use and facilities in park meadows, silver creek, thaynes

Anonymous

10/14/2021 07:02 AM

1. A 1-year minimum lease must be required, and that lease must be filed with the City. 2. A deed restriction filed with the county

should set a minimum lease duration of 1 calendar year without substitutions. 3. A deed restriction filed with the county should specify that no tenant automobiles/trucks may be parked overnight on the street. 4. A deed restriction filed with the county should specify no tenant automobiles/trucks are allowed to be parked overnight in the driveway. 5. A deed restriction filed with the county must state that no more than a single tenant (1 tenant) is allowed. No couples. No roommates. No shoving 6 people into the Accessory Apartment. 6. A deed restriction filed with the county must state NO PETS and NO EMOTIONAL SUPPORT ANIMALS.

DOUG FARR

10/14/2021 10:28 AM

Park City is over crowded and any type of future building should be curtailed.

Anonymous

10/14/2021 11:40 AM

Parking - absolutely no street parking. Noise. Heights, density and visual impact for surrounding neighbors. Length of rental - 30 days is too generous, should be for longer. Saying all that, I don't know how you are going to enforce any of this once something is built and a person decides they are going to not abide by the rules.

Anonymous

10/14/2021 02:57 PM

Parking and Noise

Anonymous

10/14/2021 04:01 PM

To be honest I would hate to see an accessory apartment in our neighborhood. As it is, everyone builds such big houses and to add an accessory dwelling would take away open spaces in neighborhoods and probably detract from people's views. We already have a provision for attached dwellings what is the point of taking up more open space with this? Thank you for letting me comment without getting cut off or put down.

Anonymous

10/14/2021 06:58 PM

Noise restrictions.

Anonymous

10/15/2021 08:36 AM

1) Parking. Enclosed parking should be required so that cars are not visible from the street or parked on the street. 2) Accessory Apartments should not be allowed to encroach on adjacent neighbors privacy and outdoor yard space and views.

Anonymous

10/15/2021 08:51 AM

No nightly or weekly rentals. 6 month leases or longer for the accessory and other homes on the lot.

Anonymous

10/15/2021 11:24 AM

Vehicle(s) from Accessory Apartments should be parked on property, not street.

Anonymous

10/15/2021 12:13 PM

parking. Noise from vents and outdoor area use. Lighting both indoor and outside use.

Anonymous

10/15/2021 12:29 PM

Moving in and out (esp. for Air BnB apartments) should be restricted as much as possible. Residential neighborhoods are regularly affected by AirBNB renters who don't respect the residential neighborhood!

Anonymous

10/15/2021 04:07 PM

If you think placing a DEED RESTRICTION on my property is an incentive you need to rethink that crazy idea. Why would I encumber my property potentially adversely affecting the value. NO WAY

Anonymous

10/15/2021 04:13 PM

Off street parking requirement is essential in residential neighborhood. Owner-occupied is essential, otherwise the property is just another duplex. Limiting the number in a specified radius is also essential.

Anonymous

10/16/2021 08:10 AM

I live in the Aerie. A "no nightly rental zone" within the City. Yet, many homes support nightly vacation rentals. The City has done nothing about it. The City has been informed and notified many times. How does the City plan to enforce the 30 day minimum rental period? No additional enforcement...no change in building code.

Anonymous

10/16/2021 08:33 AM

These will become a haven for nightly rentals and shouldn't be allowed. The City already doesn't do a good job of enforcing nightly rental bans and this will only increase the problem.

Anonymous

10/16/2021 08:58 AM

I would increase the deed restriction on rental to say minimum 90 days rather than 30 days.

Anonymous

10/16/2021 09:53 AM

Street parking

Anonymous

10/17/2021 01:18 PM

Our street looks like a used car lot with I think only 2 accessory apartments (Venus Ct) and it will be a nightmare if it ever snows. And constant high speed traffic up and down the street.

Anonymous

10/17/2021 06:54 PM

These units detract from the area beautify and do not enhance the value of nearby properties.

Anonymous

10/17/2021 11:13 PM

Parking issues in Old Town could conceivably be an issue. Also heeding ten o'clock curfew for low noise disturbance. In an effort to maintain a community life style with apartments designed for those who wish to live in a "home" environment with privacy. Also a limitation on the number of people that can live in square footage. One bedroom, max 2 - crib?

Anonymous

10/18/2021 12:43 PM

I do think they should limit nightly rentals, but don't think they should cap the rent and make them affordable housing.

Anonymous

10/18/2021 03:39 PM

First, any design modifications must be approved by the controlling HOA and must meet all current zoning regulations. Second, the homeowner must be a primary resident. In California corporations are buying single family homes, adding dwelling units and raising prices for everyone. This is a very stupid idea.

Anonymous

10/18/2021 04:11 PM

Traffic, Noise, Safety, Fire that could engulf neighboring properties.

Anonymous

10/19/2021 10:32 AM

for those who have invested in building accessory units already, they should not be required to adjust minimum stay because the code changes. Ive invested in creating my accessory unit based on a 30 day minimum rental. I do not want to see that code change because it affects my ability to continue renting at a rate that makes it financially feasible.

Anonymous

10/19/2021 10:35 AM

There are significant potential negative impacts associated with increased population density in Park City. Many of these cannot be mitigated. Some like potential impacts on the school system could be mitigated by significantly increasing the real estate taxes on properties with accessory dwellings. This might sound like a ridiculous idea but there are many examples of municipalities that have been crippled by increased population densities. Providing

public educations is very expensive as I'm sure you understand.
What will a major expansion of the school system do to the city's budget? Where will that money come from?

Anonymous

10/19/2021 05:12 PM

I represent Solamere and OAK's HOA's. Our 225 lot owners adamantly oppose this change. Keep within HOA rules of the area. Do not allow what has happened in Hidden Oaks. Must be attached to dwelling.

Anonymous

10/19/2021 05:58 PM

Parking needs to be provided for on any approved plan. Trash collection problems should be addressed. Would separate meters for water, gas and electric be required? How will an Accessory Apartment impact neighbors. How will property taxes be affected? How will the Accessory Apartments be insured ?

Anonymous

10/20/2021 10:51 AM

No accessory apartments. Definitely do not change code

Anonymous

10/20/2021 02:14 PM

those building accessory apts. should get approval of neighbors adjacent to and across the street from units

Anonymous

10/20/2021 05:57 PM

Making it easier for PC residence to build accessory apartments is not the answer, it will create a tidal wave of negative impacts, not easily undone. These are not potential impacts, they are obvious impacts that will need to be mitigated: more people- I am really happy right now in Prospector, but if 12 people lived next door, that would suck and you all know it. You have not stated a limit on the number of people living on one parcel. more cars parked on streets- all these people come with vehicles. where would they park? Especially when the snow plows come to clear the roads. Think Old Town and Prospector- already a nightmarish parking situation. more traffic- we all know traffic is already bad. more air pollution threatening the snowpack. more contaminated soil to be deposited somewhere. Someone? Anyone? want some nasty mine tailings so I can build my accessory apartment and line my pockets with rental cash. How will the city be able to keep these apartments in the long term rental pool? The short term brings in so much more money. Please don't make me rat out my neighbors. This town mascot is the moose, not rat.

Anonymous

10/21/2021 09:57 AM

I think that you have the right idea for Accessory Apartments from what I read

Anonymous

10/21/2021 11:30 AM

Living across the street from a whole house rental, I have concerns about adding additional rentals in a neighborhood. Excessive noise caused by parties and drinking are an issue. There should be a limit on the number of persons permitted in an Accessory Apartment. This will reduce noise and limit how many cars might try to park in the one additional parking space required. Additionally, no more than one Accessory Apartments on a single property will reduce the concentration of guests in a single spot.

Anonymous

10/21/2021 12:10 PM

parking and traffic in existing neighborhoods

Anonymous

10/21/2021 02:18 PM

not allowing additional parking for accessory apartments on front lawns and side yards, increased neighborhood traffic, increased noise, increased number of people/pets per single family residential lot

Anonymous

10/21/2021 09:57 PM

water and energy use

Anonymous

10/22/2021 06:41 AM

While living in San Francisco I saw the City go from fining and persecuting landlord owners of "accessory dwelling units" to begging us and rewarding us to establish them as long as they were also offered to public employees - teachers, police persons, fire persons and other city workers who could not afford to live within the County. I foresee the same thing happening within the City here in the future as I currently see it in my property taxes annually.

Anonymous

10/22/2021 12:41 PM

Appearance/neighborhood fit, noise, parking, tree/environment preservation, overcrowding, traffic. Also would want to limit the number of people living in a unit.

Anonymous

10/22/2021 04:39 PM

Should be congruent to the dwelling/garge

Anonymous

10/24/2021 10:30 AM

Over population density, traffic, snow removal.

Anonymous 10/24/2021 07:39 PM	Traffic. Cars. Trailers. Boats. Campers. People. Kids. All of the necessary support services and friends.
joeinpc 10/24/2021 08:18 PM	No outrageous building structures, but other than that let's try to find some solutions to our affordable housing problem in town.
Anonymous 10/25/2021 07:31 AM	Property owners should be able to optimize their value
Anonymous 10/26/2021 10:18 AM	Multiple accessory apartments would be very detrimental to zoned single home communities. The zoning and roads will not handle the additional issues of parking and traffic. This is true in the historic downtown as well as in single family home communities such as Park Meadows. Thirty day rentals are still short term rentals and if allowed, will result in sanctioned rentals for profit not a solution for affordable housing. If the parking rules are adhered to the parking lots created will violate the other in place zoning rules regarding additional off street parking and driveway width. It will further result in run off with rain water and melting snow not going into our water table for the local vegetation.
Anonymous 10/26/2021 11:59 AM	More apartments = more people = more traffic, greater requirements for schools and services - all of the challenges Park City currently encounters. Making it easier to have accessory apartments will add to these challenges.
Anonymous 10/26/2021 12:02 PM	Parking and the number of residents per unit
Anonymous 10/26/2021 04:24 PM	Please do not decrease the parking requirement for homes. Parking must be available off street for accessory apartments.
Anonymous 10/31/2021 09:39 PM	impact on infrastructure - roads/traffic, water, sewer, schools impact on the environment impact on fire season
Anonymous 11/01/2021 08:32 AM	Noise, lighting, parking
Anonymous 11/01/2021 11:22 AM	unknown

Anonymous

11/01/2021 01:16 PM

Parking. Street Parking! Parking on grass. If your plot and driveway cant accommodate extra people and their cars, it clogs the whole neighborhood. Inadequate parking on lot/personal plot...affects winter snow plowing. The extra cars are a neighborhood nuisance for those who follow the rules. I support accessory apartments, but the immediate trickle down effect of parking has to be considered with it.

Anonymous

11/02/2021 06:13 PM

Parking will become a greater issue. I appreciate finding ways to increase density without increasing height, but already a parking issue in many areas, so not sure how to mitigate this.

EBellquist

11/03/2021 09:22 AM

Accessory Apartments should have at least one off street parking space. However I think the existing regulation of one parking space per bedroom is too restrictive. I also think that limiting the size of an Accessory Apartment to 1,000 square feet is too restrictive.

Anonymous

11/03/2021 10:30 AM

parking, noise, hot tubs. total #, # per street or neighborhood.
Height - limit to one story if an access building.

Anonymous

11/03/2021 11:42 AM

Impacts of increased street parking

Anonymous

11/03/2021 02:43 PM

Aesthetics and noise should definitely be carefully monitored and controlled.

Anonymous

11/03/2021 08:24 PM

The amount of individuals that would reside in the apartment

Anonymous

11/03/2021 09:03 PM

Limit the amount of occupants per unit

Anonymous

11/03/2021 10:52 PM

Apartment parking only on homeowners approved driveway. No street parking allowed. No separate driveway for apartments. Limit the number of cars outside on the entire lot, use garage for vehicles. (Neighborhood homesites might tend to look like a parking lot) Limit the number of people in the 2 bedrooms apartment, as 2 bedrooms could house a lot of people if no limit is stated. Review and limit animals within the apartment/lot. No

separate apartment hot tubs. Keep windows smaller not the huge picture windows we see today. Creates visual disturbances to neighborhood. No outside RV, sprinter van, trailers, boats etc. There should be discussion about having inside storage for bikes, toys etc to eliminate unsightliness. Some apartments could greatly impact neighbors view, noise and peace. Get surrounding neighbors and HOA approvals of design, height and location... please define the terms: single-family dwelling, property owners, full-time residents Thank you

Anonymous

11/04/2021 02:08 PM

Requiring additional parking for every bedroom in an ADU is not smart when encouraging people to take mass transit.

Anonymous

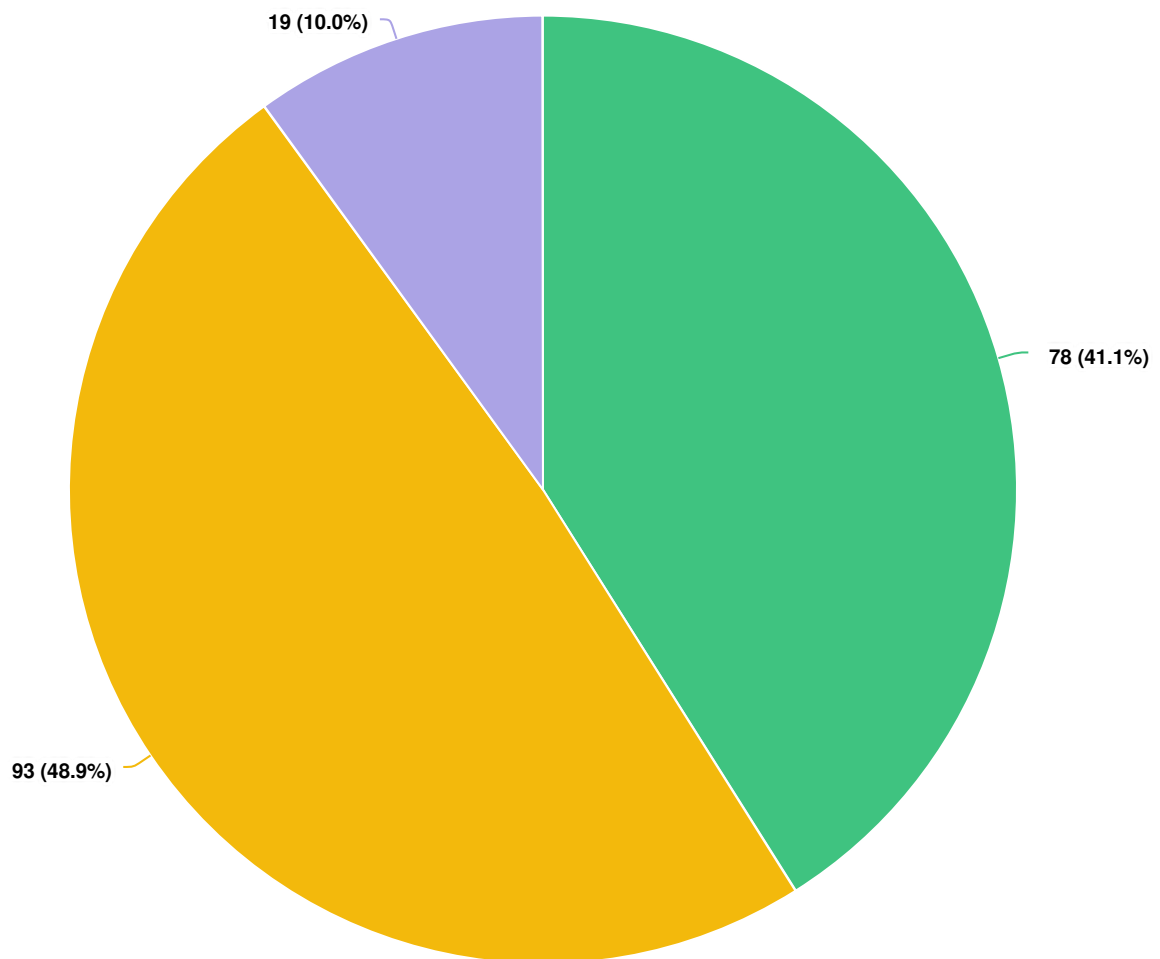
11/04/2021 11:21 PM

My neighbors have an accessory apartment and for two years their tenants had good sized gatherings everyday from morning to night outside right next to our property when the weather was nice. They were all drinkers and smokers, so they were loud and the smoke would billow into our property so we could smell it in our house when the windows were open. We stopped eating outside in the summer, and we kept our windows shut. They generally quieted down around 10:30pm so there was no justifiable reason to complain about them. I have no idea how to mitigate that impact!

Optional question (123 response(s), 69 skipped)

Question type: Essay Question

Q14 | Should Accessory Apartments located near transit stops have reduced parking requirements:



Question options

● Yes ● No ● Other (please specify)

Optional question (190 response(s), 2 skipped)
Question type: Dropdown Question

Accessory Apartment Background

Land Management Code [§ 15-4-7](#) currently establishes the following regulations for Accessory Apartments:¹

- Cannot be less than 400 or more than 1,000 square feet
- Cannot be larger than 1/3 of the square footage of the main home
- Cannot exceed two bedrooms
- Requires one additional parking space per Accessory Apartment bedroom
- No more than four may be located within a 300-foot radius
- Must be rented for more than 30 days
- Allowed in residential Zoning Districts, except for the Community Transition Zoning District (Park City Heights)
- Requires a staff-level approval in all Zoning Districts except for the Historic Residential – 1, Historic Residential – 2, and Historic Residential Low – Density Zoning Districts, which require Planning Commission approval of a Conditional Use Permit

The City has considered Accessory Apartments an avenue to address affordable housing needs since 1994 and has carefully crafted land use regulations to ensure Accessory Apartments are appropriately located and integrated into neighborhoods

On February 3, 1994, the City Council adopted Resolution No. 3-94 to establish priorities and identified affordable housing and accessory units as a top priority. On February 17, 1994, the City Council adopted Ordinance No. 94-4 to establish Accessory Apartments in the Land Management Code.

The original regulations established Accessory Apartments—apartments within or additions to Single-Family Dwellings or detached garages— as an allowed use in residential Zoning Districts and a conditional use in residential Historic Zoning Districts.

The purpose of Accessory Apartments outlined in the 1994 Land Management Code was to:

encourage accessory apartments as an affordable housing opportunity while protecting the existing quality of life found in single-family zones throughout the community. While preservation of the single-family zone is

¹ LMC [§ 15-15-1](#).

Exhibit C

of paramount importance, increasing affordable housing opportunities will benefit the community in its entirety.

The 1994 Accessory Apartment code was restrictive and only allowed Accessory Apartments between 400 and 800 square feet that were no more than one-quarter the size of the single-family dwelling, capped Accessory Apartments to three within a 300-foot radius, and required:

- A parking space for each bedroom
- The property owner to live on site
- At least a six-month rental term for the Accessory Apartment
- Recordation of a deed restriction that terminated with the sale or transfer of property, requiring each property owner to re-apply for an Accessory Apartment permit
- A one-year review for each Accessory Apartment permit to evaluate complaints

In 2002, the City Council adopted Ordinance No. 02-07, adopting a comprehensive and substantive revision to the Land Management Code. Accessory Apartment regulations were loosened:

- Accessory Apartments could be one-third of the size of the single-family dwelling, up to 1,000 square feet, but capped at two bedrooms
- The driveway length required for tandem parking was reduced
- The rental term of Accessory Apartments was reduced from six months to 30 days or more

In 2007, the City Council adopted Ordinance No. 07-49 to amend Accessory Apartment regulations to:

- Allow approvals and recorded deed restrictions to run with the land
- Prohibit Nightly Rental of both the single-family dwelling and Accessory Apartment
- Allow the Planning Department to impose reasonable conditions to mitigate any impacts to the surrounding neighborhood
- Remove the required one-year review

The following table outlines the 2018 – 2021 process to develop the proposed Accessory Apartment code amendments

July 12, 2018	City Council Work Session Staff provided an analysis of Accessory Apartments and potential barriers to development. The Council expressed support to pursue Accessory Apartment Land Management Code amendments and requested that staff return with a list of options to remove barriers to affordable units. (Staff Report; Minutes, p. 2 – 3)
November 7, 2019	City Council Adopted the 2020 Housing Assessment and Plan Goal 3 of the 2020 Housing Assessment and Plan (p. 16) is in part to amend the Land Management Code to incentivize the construction and rental of affordable Accessory Apartments through reduced parking requirements. (Staff Report; Minutes, p. 16)
May 6, 2020	Sudbury Consulting, LLC Submitted Recommendations to Incentivize Accessory Apartment Development The City hired a consultant to evaluate the Accessory Apartment code. The consultant's Accessory Apartment Unit Policy Research Report (Sudbury Report) recommends eliminating restrictions, establishing by-right approval for projects that meet certain standards, reducing application and impact fees, partnering with local banks to explore financing programs, and creating user-friendly manuals, materials, workshops, and technical assistance for community members.
June 24, 2020	Planning Commission Work Session Staff provided research on tiny homes and presented the findings of the Sudbury Report. The Planning Commission expressed support to: • Allow Accessory Apartments in the Community Transition Zoning District • Expand the Land Management Code to allow detached Accessory Dwelling Units in some Zoning Districts • Extend the minimum rental timeline from 31 days to 90 days • Reduce the minimum square footage to as low as 280 square feet • Evaluate the proximity prohibitions and eliminate them in certain Zoning Districts (Staff Report; Minutes, p. 9)

Exhibit C

November 19, 2020	City Council Adopted the 2021 Update to the Housing Assessment and Plan Goal 2 of the 2021 Housing Assessment and Plan is to complete the amendments to allow Accessory Apartments in appropriate neighborhoods (p. 5). (Staff Report; Minutes, p. 7)
April 28, 2021	Planning Commission Work Session The Commission evaluated the impacts of H.B. 82 Single-Family Housing Modifications that preempts some regulations of what the state identifies to be Internal Accessory Dwelling Units (IADUs), apartments constructed within the existing building footprint of a single-family dwelling, and IADU impact on Accessory Apartment regulations. (Staff Report; Minutes, p. 14)
September 15, 2021	Planning Commission Public Hearing The Planning Commission reviewed stopgap Land Management Code amendments to prepare for state preemption of IADUs and forwarded a positive recommendation for City Council's review. (Staff Report; Minutes, p. 2)
September 23, 2021	City Council Public Hearing The City Council enacted stopgap Land Management Code amendments to prepare for state preemption of IADUs. The adopted code is outlined in LMC Section 15-4-7.1 and distinguishes IADUs and Accessory Apartments. (Staff Report; Audio)
September 24, 2021	Accessory Apartment Survey Staff created an Accessory Apartment Survey open for public input through November 4, 2021. 195 community members participated.
October 13, 2021	Planning Commission Work Session The Planning Commission provided input on proposed Land Management Code amendments, including: • Removing the requirement that the property owner live on site • Continuing to prohibit Nightly Rentals (rentals for 30 days or less)

	• Increasing the minimum rental period to 90 days • Removing the proximity cap of four Accessory Apartments within a 300-foot radius • Allowing detached Accessory Apartments on Lots 3,750 square feet or greater • Potentially allowing affordable Accessory Apartments to be exempt from maximum square footage • Requiring Accessory Apartments to comply with limits of disturbances and areas of disturbances established on plats • Requiring Accessory Apartments to comply with the same Zoning District setbacks outlined for single-family dwellings • Capping maximum height for detached Accessory Apartments to 18 feet • Reducing allowable size to 280 square feet • Establishing potential parking reductions for affordable Accessory Apartments if impacts can be mitigated and the unit is located to proximity to transit • Requiring additional review for Accessory Apartments in Historic Districts (Staff Report; Audio)
November 3, 2021	Historic Preservation Board Work Session The Historic Preservation Board provided input on Accessory Apartments in the Historic Districts in general, and Accessory Apartments on Significant and Landmark Historic Sites designated on the Park City Historic Sites Inventory, as follows: • Allow detached Accessory Apartments on Lots 3,750 square feet or greater in the Historic Districts • Allow detached Accessory Apartments on Significant and Landmark Historic Sites if the Accessory Apartment complies with the Historic District Design Guidelines • Amend the Historic District Design Guidelines to prohibit detached Accessory Apartments in the front, requiring that detached Accessory Apartments be set back behind the Single-Family Dwelling front façade • Amend the Historic District Design Guidelines to address conversion of a basement garage to an Accessory Apartment • Require that attached Accessory Apartment entry be on a secondary or tertiary facade • Consider evaluating deed restrictions that prohibit car ownership in lieu of requiring additional parking spaces

	• Evaluate a car share for reduced parking • Consider allowing staff-level approvals for Accessory Apartments in the HR – 1, HR – 2, and HRL Zoning Districts rather than requiring Planning Commission review and approval for a Conditional Use Permit (Staff Report; Audio)
November 10, 2021	Planning Commission Public Hearing The Planning Commission forwarded a positive recommendation to City Council for the following amendments: • Allow Accessory Apartments in the Community Transition Zoning District (Park City Heights area) • Allow Accessory Apartments as small as 280 square feet • Remove the requirement that the property owner live on site, but require recordation of a deed restriction outlining long-term rental leases of 90 days for the Accessory Apartment and six months for the single-family dwelling • Remove the proximity cap of four Accessory Apartments within a 300-foot radius • Allow for detached Accessory Apartments on lots 3,750 square feet or larger, with a maximum height of 18 feet • Require the Accessory Apartment to comply with the same setbacks and maximum building footprint as a single-family dwelling • Require compliance with more restrictive plat regulations like areas of disturbance or limits of disturbance The Planning Commission was split regarding the level of review required for Accessory Apartments. Currently, Accessory Apartments are approved at a staff level in most Zoning Districts. However, Planning Commission approval of a Conditional Use Permit is required in three Historic Districts: Historic Residential – 1 (HR – 1), Historic Residential – 2 (HR – 2), and Historic Residential Low – Density (HRL). Three Commissioners voted to amend the code to allow for staff-level approval in these Historic Districts. Three Commissioners voted to retain Planning Commission Conditional Use Permit approvals in these Historic Districts. The Planning Commission Chair voted to break the tie, supporting staff-level approval in the Historic Districts. (Staff Report; Audio)

December 9, 2021	City Council Work Session The City Council provided input on the proposed amendments and requested the following changes: • Remove the requirement that the single-family dwelling be a long-term rental • Require a deed restriction that requires the Accessory Apartment rental to be 90 days or longer • Allow staff-level approval for Accessory Apartments in all Zoning Districts, but require public notice and a public hearing (Staff Report; Audio)
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Greetings - to the Park City Planning Commissioners:

We are in interesting times in our little Park City. Property value is soaring, but small (and large) businesses in every sector are scrambling and stressed. Why? We're understaffed because workers can't afford to live in Park City or even greater Park City.

After 25 years, 2021 has devalued my company. I'm running $\frac{1}{4}$ the crew I need for my landscape contracting company. This year, I turned down over 35 jobs and then stopped counting. I pay well and offer benefits for return staff and still, I can't find enough new hires.

Lost tax revenue: Lost revenue to business is lost tax revenue for government. I'm curious about a comparison on tax revenue generated by current zoning and tax revenue lost, (due to staff shortages).

Carbon Footprint: For the last several years—and this is a complete change from my first 10 years of business operations--the majority of my staff lives in Salt Lake City. We need to include the carbon costs of pushing workers out of Park City, just like we considered tourist travel when assessing our city's carbon output.

Affordable housing without building: We need affordable housing, but that doesn't mean more building. There are hundreds or more viable rental spaces in Park City—rooms and lock outs that sit empty—many due to current state and local codes.

Over the years and this year as well, I've had people seek out my company for hire from across the country, due to the particulars of our work. Once they research housing costs, they cancel.

Our daughters and sons: Additionally, despite a lifetime of relationships and connections, many Park City hometown kids have to move to Salt Lake City due to high housing costs. This is so for one of my children.

Ejecting our youth says a lot about what a community really values. Can we please change that?

Impact of nightly rental zoning: Long term rentals took a huge hit and continue to, due to the nightly rental phenomenon. My home in Prospector sits on the boundary of nightly rental allowances. Now, on my west side in what used to be a long term rental property, I have nightly renters who are ready to party on the weekends when I'm ready to rest.

I start with a conversation with these folks, yet alcohol amplifies emotion. I've been threatened, filmed and called vile names and then I do call the police.

Do we really want police to be dealing with "over the fence" conflicts?

More importantly, why have we allowed so many long term rentals to be zoned for nightly rentals when we are such and extreme housing deficit?

Why are we allowing tourism to seep into our neighborhoods when there are empty hotel rooms?

What I value: I don't want to distill my viewpoint through the lens of economics and tax / revenue comparisons. I want Park City to begin valuing **real** community with diversity of all kinds including socio-economic and ethnic. I want continuity for the people who grew up here to be able to live here as adults. I want Park City to consider the entire community **system**—not just revenue when making all decisions—including housing.

In closing, I would like to see two things:

1. Remove the "300' " and other limitations on accessory apartments. I think these units should meet several standards with consideration to neighbors and safety for renters.
2. Minimize zoning for nightly rentals and concentrate them in the Main Street areas which are already impacted with noise and alcohol revelry.

Thank you all for serving on the Planning Commission!

Dee Downing

Prospector resident / Red Ant Works, Inc.

Thank you for sending the card announcing the "Public Hearing". We are unable to attend tonight's zoom meeting. We are opposed to any change/s to codes adding traffic, parking problems, parking enforcement, (no sidewalks - kids must walk to school in street - hazardous especially in Winter), reducing property values. We were not aware of zoning changes that allowed "Alternative dwelling units" in Park Meadows II. The ADUs have ignored (or been given variance to) the side and rear setbacks and are rented out at exorbitant rates. We hear that these were approved by the city in a unusual way, yet it took eight trips to Marsac for me to get a permit to replace my driveway. Our neighbors, Kitty and Frode Jensen, are out of state and will not be able to zoom - they are also opposed to this. This might be a repeat of an attempt to solve a problem creates three more! What is the process after this hearing - thanks Bob and Becky Burns.

Exhibit D – Public Input

I would strongly urge the planning commission to recommend modifying the LMC to eliminate parking requirements for ADUs near transit lines. First, the primary purpose of creating these units is to allow more people who work in Park City to live here. Reducing traffic in and out of town largely offsets any potential impact from parking. Second, it is unfair to impose no parking restrictions on single families (who may own many cars) yet enforce them on ADU owners and tenants. Third, the Sudbury Report presents strong evidence that eliminating the parking requirement can greatly increase ADU development, while having minimal impact on neighborhood parking issues.

We would be agreeable to requiring ADU tenants to utilize remote parking lots to park their vehicles for use when out-of-town travel is required, with public transit/bicycle/walking always used for in-town transportation and commuting.

Thank you once again for your dedication and for taking my comment.

--

David Dorsey

I am sorry not to have sent a follow up email earlier, but I do support amendments to city code which would incentivize accessory dwelling units and accessory apartments. Here are just a few reasons:

~ It's good for the environment and for quality of life for workers to live nearby and be able to take advantage of our public transit, bike or walk to work;

~ It's good for the community to have diversity of residents. Minorities, young people starting out in the workforce, the elderly on fixed incomes, and other economically disadvantaged people deserve to be a part of this great community;

~ It's good for aging homeowners who might need assistance to remain in their homes during their twilight years;

~ It's good for multigenerational families to be able to live nearby or communally without being "too close";

~ It's good for our tax base to have more income producing people live within the city.

Thank you for sharing this information with Staff participating in this discussion.

Exhibit D – Public Input

Dear Ms. Ward-I am writing to share my thoughts regarding proposed easing of regulations which control the construction and occupancy of accessory apartments on single unit housing lots in Park City.

I oppose any easing of regulations governing construction and occupancy of accessory apartments.

My reasoning is based upon observing building in Park City for the past 40 years. From my perspective the Planning Commission, City Council and Planning Department eventually approve virtually every project on privately held land parcels-residential and commercial. 40 years ago breaking the ridge line was supposedly verboten in Park City. I watched from my perch on the playground at the old Carl Winters Middle School as a then very modern home design broke the ridge line on the mountain just east of the old school and Park Avenue. The town was up in arms-the ridge line was broken. Evidently, the City acquiesced and the owners completed the project, moved in, and sent their kids to the middle school.

In the last few years the former owner of the Grub Steak decided more money could be made developing land on a virtual cliff than selling prime rib. Said owner had long and strong relationships with those in government in Park City. A monstrosity of houses and condos was born and built. While it may not actually break a ridge line, it overwhelms the historic mining houses and neighborhoods below. As with many other long term locals, I struggle to see how this visual carnage improves life and living in Park City. A few people make the money and the rest of us suffer from the damage caused. Such approvals are part of a sad pattern in our community that relegates many to lower standards of living.

This laxity continues to this day. The latest is the forty year old approvals that are soon to be enacted on the Vailterra parking lots below Park City Resort and Deer Valley. It is evident that these projects will be approved but what remorse it will cause in a thirsty community with a craving for livability. There is a solution to the challenge of eight story above ground structures. Force the developers in both cases to go four to six stories underground. Such a requirement will test their economic will-they can build what they want within, say four stories above ground, but they must match that and go deeper beneath the surface. If these developers are truly devoted to Park City and to quality of life for both residents and guests, they will need to expend the financial resources to dig these giant holes and fill them with concrete.

Most residents shrug and say that ultimate approvals of building permits with evidence of apparent oversight and modification represent what Park City has become-private property rights for the individual or development company in the end prevail over the well-being of community virtually every time. One can only imagine the flagrant abuses and deviations from what used to be code and community norms will soon be omnipresent with the new deregulation of accessory apartments. Traditional view lines abrogated. Water that we do not have in our county and, indeed, our state will be in

Exhibit D – Public Input

even shorter supply. More cars and people will be jammed into what used to be and still is a small canyon to the south. Street parking will become the norm. Nightly rentals will invade formerly quiet neighborhoods. Quality of life will continue to degrade. The permanent exodus of full time residents will continue and perhaps grow continuing the trend to community with no community. Those who have lived here 30, 40, 50 years never imagined that the intensity to build more, pave over every square inch it seems, would get so far out of control even with the obvious natural limitations of water and space.

Less regulation generally means more abuse. That is what I envision with the proposed changes to the accessory apartment building codes.

Accordingly as stated at the outset of this email, I oppose any changes and reductions to the regulations governing construction and occupancy of accessory apartments.

Sincerely,

Brian Schiller

I am 100% opposed to reducing regulations to incentivize construction of Accessory Apartments. Instead, Accessory Apartments should be banned.

Park City has too many people, period. Park City does not have the infrastructure to support more people. Adding Accessory Apartments means bringing in more people, and that just makes the quality of life worse for everyone.

More people wish to live here than there are homes/apartments for them – but that DOES NOT mean The City has an obligation to create more homes/condominiums/townhouses/apartments to satisfy that demand. Bringing yet more people to Park City via more Accessory Apartments should be a NON-objective. Reducing the number of people in Park City should be the objective.

Phil Palmintere

Hi Rebecca, In answer to part of your question and some thoughts and feelings on Air B and B.

And if so, is this in the old town area? Parking might be a big issue. I am not sure I understand the accessory apartments. Does this mean I could assign part

Exhibit D – Public Input

of my house as a separate unit rental? .I see the provision for parking, but that seems unrealistic in old-town?

What I am concerned about is the Air B & B. So many in my neighborhood, and some are in the party mood at odd hours in the morning. They also sometimes park in my space and I am constantly defining my boundaries to people who are innocent in a way, they simply rented a vacation house and don't know the rules and boundaries. I end up taking out their garbage most of the time (it gets full and smelly). Now I don't mind doing this for a neighbor as a community, but to do it for a one house hotel, I should get payment for that. I do not know exactly how to contact the owners or know who the rental properties are. Can this be information available to the neighborhood as a unit? The out of town owners do not understand Old Town at all. The rental properties should be taking out the garbage AND returning the can to the storage area. I have three AB&B's in my backyard too. One will soon be occupied by mountain employees. One year they had 8 young men in a one bedroom house, they smoked and partied all the time. Even vomiting over the porch rail of a darling 1890's historical cottage. The owners live out of town and don't seem to have any involvement with who rents or how it is managed by the rental companies.

I want to know who the property managers are. All of these houses but one are owned by young people and they all seem to be friends. They call us the old-timers "The Karens"...imagine that. That would not describe me as I am very peaceful, loving to all, and helpful. I try to be a good neighbor and clean up after them and offer services like taking care of package delivery when they are not on the site.

I manage a couple of houses in Deer Valley myself and understand how it works. The houses I manage, however, are owned by out of towners from New England, but are used only by these families two or three times a year. They are not AB & B's. They are not monthly rentals. I take care of these homes in Deer Valley as if they were my own. And I should not have to take out garbage on a busy road like Marsac when I have all these other properties to take care of. As you know I will be 80 in February, but I am quite fit and seem much younger.

This summer while I was painting the outside of my house (myself with a brush on a ladder) the downhill neighbor was doing construction. They had a power saw under my dining room window (one foot away) this resulted in sawdust all over my freshly power washed wall. And later the same thing on my fresh paint. I talked to the contractor and agreed to hold off on my painting until they were finished. Of course this took much longer than anticipated. I did get my house finished before the first snowfall. Also, the neighbors left out many shipping boxes , and large pieces of styrofoam left against their

Exhibit D – Public Input

house to blow around. The owners left a great deal of this garbage before rushing off to Florida as they had a client coming in. All I took care of.

I take pride in my historical home and the yard is always spotless.

I am not addressing a complaint, but simply making an effort to show how it is for long-time residents in old-town and answering your question for feedback . Some of the times we have very nice people renting next door and that is a plus. I love people and there are some lovely folks too. I love My Town. I wouldn't want to live anywhere else and have been a resident for 36 years in this house. A total of 40 in Park City.

If you have any direct questions just ask. I want to be helpful and I want Park City to be a beautiful town reminiscent of Aspen, or Carmel with the old homes being "the jewels" and adding character of an old mining town, such that it is.

What happened to the deed restricted rental agreement plan?

Thanks so much for including me in your research.
My best,
Anita

This is a very bad idea that will serve primarily to increase traffic, crowd streets with excess cars parked to accommodate renters and drive up the cost of housing as speculators acquire properties to generate income for their investments. It is already happening and must be stopped. I live in Park Meadows and there is enough crowding of street parking caused by trucks and cars of workers doing remodels of homes - we don't need more congestion for the construction of Accessory Apartments followed by renters parking on the street. Further, how will City snow plows be able to clear streets with the additional overnight parking blocking the streets? Enough is enough! I strongly object to allowing this to happen. I will be away from Park City for the hearings but want to register my objections.

Respectfully, John E. Brubaker

Dear Rebecca and Members of the Planning Commission, City Council and Mayor,

Rebecca, Please distribute this letter to the Commission and Council members as well as the Mayor and newly elected Councilors. Thank you for talking with me on Friday. Please confirm receipt of this email.

Exhibit D – Public Input

This letter is to express my **opposition** to the proposed changes to the Land Management Code to allow accessory rental apartments in Single Family Zones. Many subdivisions have provisions in their CCR's which prohibit accessory apartments. To allow them by city ordinance sends a mixed message and creates confusion in neighborhoods where the only use allowed is a single family home.

In my neighborhood, Aspen Springs Ranch, there was an illegal rental apartment in a home that caused disruption to the neighborhood. Even though the home had a three car garage, parking was a problem. Crowding in the garage resulted in the trash cans always being stored outside. It is unrealistic to expect that renters will not use cars for transportation. Multi-family use and less permanent residential use will negatively impact the quiet enjoyment that we expected when buying where we own.

The CCRs for Aspen Springs Ranch, while they do allow accessory apartments on certain large parcel clearly states that the use is "to provide housing to the owner's employees or guests" and "may not be...rented under any circumstances."

Please do not impose this zoning on any neighborhood that presently has recorded CCRs that prohibit secondary rental units.

Thank you,
Bill Ligety

Hi Rebecca,

Thank you for your help today. I have had an accessory apartment in Old Town for 22 years. The terms and conditions can be confusing as well as overly restricting. I've read the proposed LMC changes and appreciate what you are trying to accomplish.

My "two cents" is that there should be some language that the new definitions and allowed uses should supersede or be 'superior to' any and all existing agreements, definitions, terms, restrictions, easements, etc.

Thanks, -Michael

Michael E. Kaplan, M.I.M., A.L.M.

City Council Staff Report



Subject: Nightly Rentals in Hidden Oaks at
Deer Valley Subdivision, Phases 2 and 3
Application: PL-21-04997
Author: Spencer Cawley, Planner I
Date: December 16, 2021
Type of Item: Legislative – Land Management Code Amendment

Recommendation

(I) Review the proposed Land Management Code amendment to prohibit nightly rentals in the Hidden Oaks at Deer Valley Subdivision Phases 2 and 3, (II) hold a public hearing, and (III) consider approving Ordinance No. 2021-52 (Exhibit A).

Description

Applicant: Cindy Welsh and Chris Carter, representatives for the residents of Hidden Oaks at Deer Valley Subdivision, Phases 2 and 3
Amended LMC Section: § 15-2.13-2 *Residential Development – Uses*
Zoning District: Residential Development
Reason for Review: Land Management Code amendments require Planning Commission review and recommendation to the City Council for Final Action

Abbreviations

CC&Rs	Covenants, Conditions, & Restrictions
E	Estate Zoning District
HOA	Homeowner's Association
LMC	Land Management Code
RD	Residential Development Zoning District

Terms that are capitalized as proper nouns throughout this staff report are defined in LMC § [15-15-1](#).

Summary

Phases 2 and 3 of the Hidden Oaks at Deer Valley are in the Residential Development (RD) Zoning District. Per LMC [§ 15-2.13-2](#), the RD Zoning District allows Nightly Rentals in this Subdivision. On September 17, 2021, property owners in Phases 2 and 3 of the Hidden Oaks at Deer Valley Subdivision applied to amend Land Management Code (LMC) [§ 15-2.13-2](#) to prohibit Nightly Rentals in their neighborhood. In total, 88% of property owners support this amendment. Please see Exhibit B to review the Applicant's statement, and Exhibit C to review property owner input.

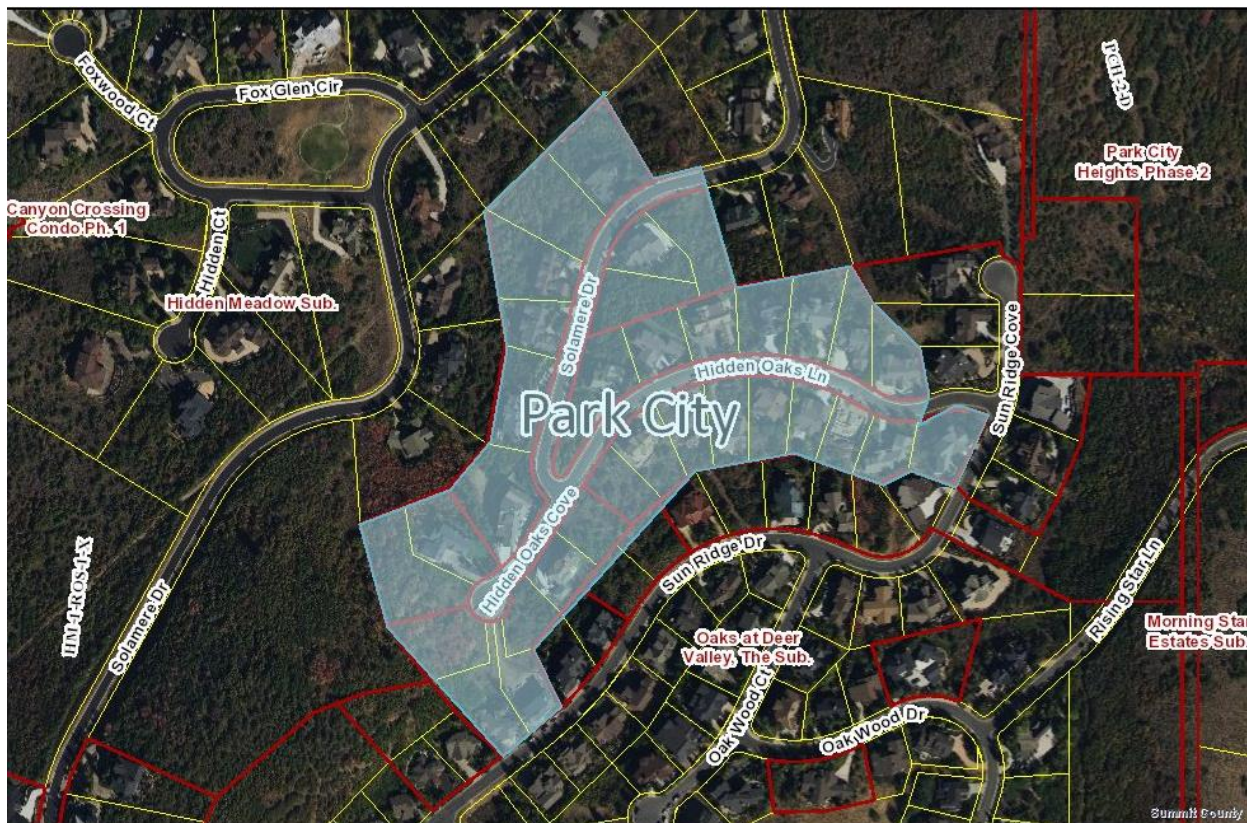
On November 10, 2021, the Park City Planning Commission unanimously forwarded a positive recommendation to the City Council for the proposed LMC Amendment prohibiting Nightly Rentals in the Hidden Oaks at Deer Valley Subdivision, Phases 2 and 3 ([Staff Report](#); [Meeting Audio](#)).

Background

On May 11, 1995, the City Council adopted Ordinance No. 95-21, approving Phases 1, 2, and 3 of the Hidden Oaks at Deer Valley Subdivisions (Exhibit D). Phase 2 contains 16 Lots and Phase 3 contains 17 Lots, a total of 33 Lots. In Phase 3, five Lots are undeveloped. In total, 26 of the 33 Lots are developed (79%).

According to the 2020 Summit County Tax Account website, of the 33 Lots in Phases 2 and 3, 18% are primary residents and 61% are secondary. Seven Lots remain unimproved/vacant.

The map below from the Summit County Parcel Viewer shows the general location of Phase 2 and Phase 3 of the Hidden Oaks at Deer Valley Subdivision in the Lower Deer Valley Neighborhood, highlighted by staff:



In Phase 2, of the total 16 property owners, 13 have expressed support to amend the LMC to prohibit Nightly Rentals: Lots 33, 34, 35, 36, 37, 38, 40, 41, 43, 44, 45, 47, and

48. The property owners of Lots 42 and 46 have a Nightly Rental Business License.

In Phase 3, of the total 17 property owners, 16 have expressed support to amend the LMC to prohibit Nightly Rentals: Lots 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, and 64. The property owner of Lot 50 has a Nightly Rental Business License.

The City processed and approved Nightly Rental Business Licenses for the following addresses in Phases 2 and 3 of the Hidden Oaks at Deer Valley Subdivision:

- 25 Hidden Oaks Lane, Lot 42 (Expires September 30, 2022)
- 65 Hidden Oaks Lane, Lot 46 (Expires September 30, 2022)
- 105 Hidden Oaks Cove, Lot 50 (Expires September 30, 2022)

If the City Council amends the LMC to prohibit Nightly Rentals in the Hidden Oaks at Deer Valley Subdivision Phases 2 and 3, the owners of the properties with valid Nightly Rental Business Licenses may continue to operate the Nightly Rental and will be grandfathered in, so long as the owner retains an active Nightly Rental Business License and complies with Municipal Code of Park City [§ 4-5-3, Regulation of Nightly Rentals](#). No additional properties in the Hidden Oaks at Deer Valley Subdivision Phases 2 and 3 will be approved for Nightly Rental Business Licenses.

Analysis

The proposed Land Management Code Amendment to prohibit Nightly Rentals in the Hidden Oaks at Deer Valley Phases 2 and 3 complies with the Park City General Plan.

The LMC implements the goals and policies of the Park City General Plan.¹ The General Plan outlines specific strategies to address Nightly Rentals to balance the positive impacts of short-term stays in a resort town while mitigating adverse impacts, preserving primary residential neighborhoods, and protecting a sense of community. The General Plan identifies the following strategies and objectives related to Nightly Rentals:

Objective 7C: Focus future nightly rental units to resort neighborhoods – near Park City Mountain Resort and Deer Valley.

Community Planning Strategy 7.4: Focus nightly rentals within resort neighborhoods – Deer Valley and Park City Mountain Resort areas.

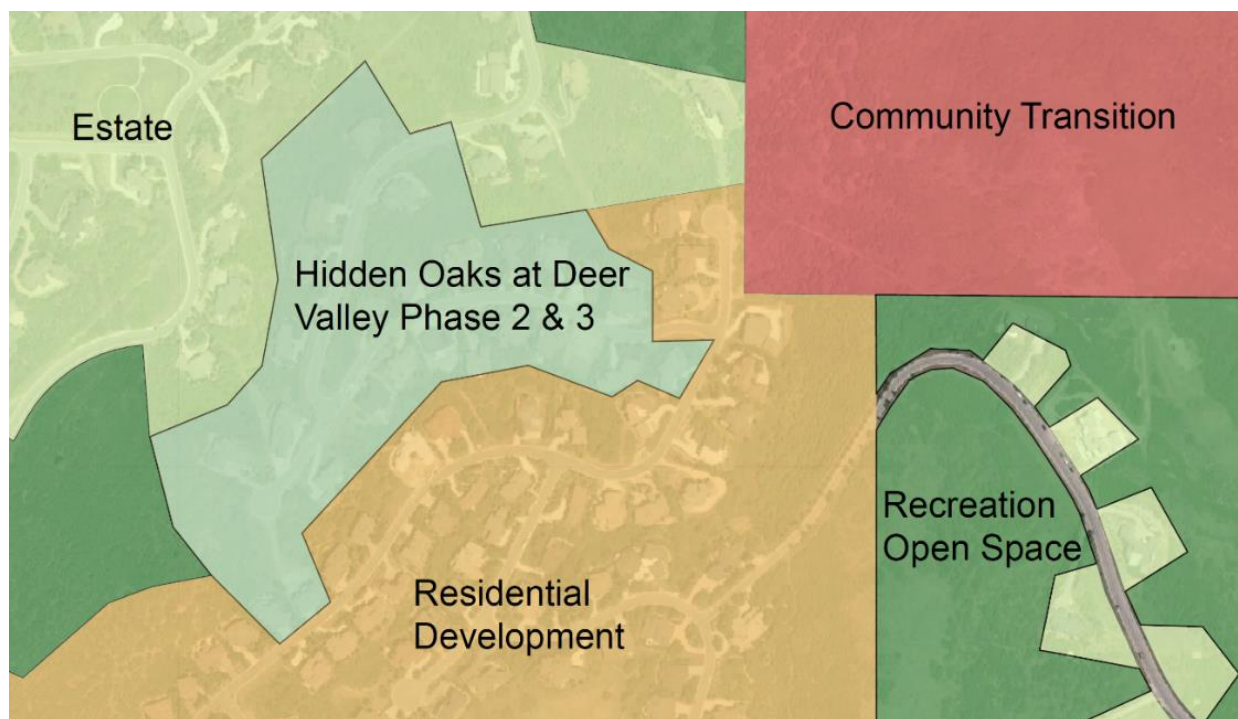
Community Strategy 11.4: Limit visitor-oriented development and nightly rental to existing resort neighborhoods. Restrict nightly rentals from primary residential neighborhoods.

¹ LMC [§ 15-1-2](#)

The Hidden Oaks at Deer Valley Subdivision is located within the Lower Deer Valley Neighborhood. Lower Deer Valley encompasses the following Zoning Districts and corresponding regulations of Nightly Rentals:

Zoning District	Nightly Rental Regulation
Community Transition	Prohibited
Estate	Allowed
Residential Development	Allowed in most subdivisions ²
Recreation Open Space	Prohibited

The following map shows the location of Hidden Oaks at Deer Valley Phases 2 and 3 within the RD Zoning District. The subdivision abuts the Estate Zoning District:



The purposes of the RD Zoning District are to:

1. allow a variety of Residential Uses that are Compatible with the City's Development objectives, design standards, and growth capabilities,
2. encourage the clustering of residential units to preserve natural Open Space, minimize Site disturbance and impacts of Development, and minimize the cost of municipal services,
3. allow commercial and recreational activities that are in harmony with residential neighborhoods,
4. minimize impacts of the automobile on architectural design,

² Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivision Phases #1A and #1B, and Fairway Meadows Subdivision.

5. promote pedestrian connections within Developments and between adjacent Areas; and
6. provide opportunities for variation in architectural design and housing types.³

Per LMC [§ 15-2.13-2](#), the RD Zoning District allows Nightly Rentals in the Hidden Oaks at Deer Valley Subdivision. However, footnote three addresses the prohibition of Nightly Rentals in other Subdivisions:

Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivisions Phases #1A and #1B, and Fairway Meadows Subdivision.

Prohibiting Nightly Rentals in Phases 2 and 3 of the Hidden Oaks at Deer Valley Subdivision is consistent with the General Plan as well as with some of the neighboring Zoning Districts of the Lower Deer Valley Neighborhood, outlined in footnote three above.

There is precedent for the proposed LMC amendment within the RD Zoning District because other subdivisions have requested that the City Council amend the LMC to restrict Nightly Rentals. The petitioners assert their subdivision similarly needs to eliminate the impacts because, due to the size of the homes and the number of bedrooms, Nightly Rentals “are essentially ‘hotels’” and have generated parking, noise, and other concerns and complaints. Please see Exhibit B to read the Applicant’s statement and Exhibit C to read property owner input.

Since 2014, the City Council has approved Land Management Code amendments prohibiting Nightly Rentals in three other instances within the Residential Development Zoning District, described below.

On June 26, 2014, the City Council approved [Ordinance No. 14-35](#), amending LMC [§ 15-2.13-2](#) to prohibit Nightly Rentals in the April Mountain and Mellow Mountain Estates Subdivisions. According to the June 26, 2014 City Council Staff Report ([page 184](#)), the LMC Amendment was suggested by the Planning Department Staff:

At the time of approval and recordation of the April Mountain and Mellow Mountain Estates Subdivisions, Nightly Rental Uses were prohibited from these subdivisions. There are notes on the Plats stating that Nightly Rental is prohibited within these subdivisions. Nightly Rentals are an Allowed Use in the Residential Development (RD) Zoning District where these subdivisions are located. To reduce confusion, Staff recommends that a footnote be added to the “Nightly Rental” listing under Allowed Uses to codify the prohibition of Nightly Rentals within these two subdivisions. This is an administrative amendment . . .

³ LMC [§ 15-2.13-1](#)

In 2020, the Meadows Estate Homeowners Association petitioned the City to amend the Land Management Code to prohibit Nightly Rentals in Phases #1A and #1B of their subdivision. On July 8, 2020, the Planning Commission unanimously forwarded a positive recommendation to City Council for the amendment ([Staff Report](#); [Minutes](#), p. 43). On July 30, 2020, the City Council passed [Ordinance No. 2020-38](#), *An Ordinance Amending the Land Management Code of Park City § 15-2.13-2 to Prohibit Nightly Rentals in the Meadows Estates Subdivision Phases #1A and #1B* ([Staff Report](#); [Minutes](#), p. 16).

In 2021, the Fairway Meadows Homeowner Association also petitioned the City to amend the Land Management Code to prohibit Nightly Rentals in their subdivision. On March 24, 2021, the Planning Commission unanimously forwarded a positive recommendation to City Council for the amendment ([Staff Report](#); [Minutes](#), p. 31). On April 15, 2021, the City Council passed [Ordinance No. 2021-16](#), *An Ordinance Amending the Land Management Code Section 15-2.14-2 to Prohibit Nightly Rentals in the Fairway Meadows Subdivision* ([Staff Report](#); [Minutes](#), p. 6).

Here, residents in the Hidden Oaks at Deer Valley Subdivision, Phases 2 and 3 request an amendment to the LMC as indicated in the Summary of this report. Staff and the Planning Commission recommend amending LMC [§ 15-2.13-2](#) as follows:

Existing Footnote #3:

Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivision Phases #1A and #1B, and Fairway Meadows Subdivision.

Proposed Footnote #3:

Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivision Phases #1A and #1B, and Fairway Meadows Subdivision, and Hidden Oaks at Deer Valley Subdivision, Phase 2 and Phase 3.

Department Review

On October 19, 2021, the Development Review Committee reviewed the proposal. The Planning, Engineering, and Legal Departments reviewed this application.

Notice

Staff published notice on the City's website and the Utah Public Notice website on October 27, 2021. Staff mailed courtesy notice to property owners within Phases 2 and 3 of the Hidden Oaks at Deer Valley Subdivision on October 27, 2021. The *Park Record* published notice on October 27, 2021.⁴

⁴ LMC [§ 15-1-21](#).

Public Input

Please see Exhibit C for property owner input.

Alternatives

- The City Council may approve Ordinance No. 2021-52;
- The City Council may deny the proposed LMC Amendment; or
- The City Council may request additional information and continue the discussion to a later date.

Exhibits

Exhibit A: Ordinance No. 2021-52 and LMC § 15-2.13-2 Redlines
Exhibit B: Applicant Statement
Exhibit C: Emails of Support from Property Owners
Exhibit D: Ordinance No. 95-21

Ordinance No. 2021-52

AN ORDINANCE AMENDING LAND MANAGEMENT CODE SECTION 15-2.13-2 TO PROHIBIT NIGHTLY RENTALS IN THE HIDDEN OAKS AT DEER VALLEY SUBDIVISION PHASES 2 AND 3

WHEREAS, property owners within the Hidden Oaks at Deer Valley Subdivision Phases 2 and 3 petitioned the City Council to amend the Land Management Code to prohibit Nightly Rentals in the Hidden Oaks at Deer Valley Subdivision Phases 2 and 3; and

WHEREAS, on October 27, 2021, staff posted notice according to the requirements of the Land Management Code; and

WHEREAS, on October 27, 2021, staff mailed courtesy notice to all affected property owners and legal notice was published in the Park Record and the City and Utah Public Notice Websites; and

WHEREAS, on November 10, 2021, the Planning Commission held a public hearing to receive input on the proposed Land Management Code amendments;

WHEREAS, on November 10, 2021, the Planning Commission forwarded a positive recommendation to the City Council;

WHEREAS, on December 16, 2021, the City Council held a public hearing;

WHEREAS, it is in the best interest of Park City, Utah, to amend the Land Management Code to prohibit Nightly Rentals in the Hidden Oaks at Deer Valley Subdivision Phases 2 and 3;

WHEREAS, Staff finds that the amendment to the Land Management Code will not cause undue harm to adjacent property owners and all requirements of the Land Management Code for any future development can be met; and

WHEREAS, the proposed Land Management Code amendment is consistent with the following purposes of the Utah Municipal Land Use, Development, and Management Act (LUDMA) Section 10-9a-102, Purposes – General land use authority.

- 1) The purposes of this chapter are to:
 - a. provide for the health, safety, and welfare;
 - b. promote the prosperity;
 - c. improve the morals, peace, good order, comfort, convenience, and aesthetics of each municipality and each municipality's present and future inhabitants and businesses;
 - d. protect the tax base;
 - e. secure economy in government expenditures;
 - f. foster the state's agricultural and other industries;

- g. protect both urban and nonurban development;
- h. protect and ensure access to sunlight for solar energy devices;
- i. provide fundamental fairness in land use regulation;
- j. facilitate orderly growth and allow growth in a variety of housing types; and
- k. protect property values.

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

SECTION 1. MUNICIPAL CODE OF PARK CITY, LAND MANAGEMENT CODE TITLE 15. The recitals above are incorporated herein as findings of fact. Section 15-2.13-2 is hereby amended as outlined in Attachment 1.

SECTION 2. EFFECTIVE DATE. This Ordinance shall take effect upon publication.

PASSED AND ADOPTED this 16th day of December 2021.

PARK CITY MUNICIPAL CORPORATION

Andy Beerman, MAYOR

ATTEST:

City Recorder

APPROVED AS TO FORM:

City Attorney's Office

15-2.13-2 Uses

Uses in the RD District are limited to the following:

A. ALLOWED USES.

1. Single-Family Dwelling
2. Duplex Dwelling
3. Secondary Living Quarters
4. Lockout Unit¹
5. Accessory Apartment²
6. Nightly Rental³
7. Home Occupation
8. Child Care, In-Home Babysitting⁴
9. Child Care, Family⁴
10. Child Care, Family Group⁴
11. Accessory Building and Use
12. Conservation Activity Agriculture
13. Parking Area or Structure with four (4) or fewer spaces
14. Recreation Facility, Private
15. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays⁵
16. Food Truck Location¹⁶

B. CONDITIONAL USES.

1. Triplex Dwelling⁶
2. Multi-Unit Dwelling⁶
3. Guest House

- 24 4. Group Care Facility
- 25 5. Child Care Center⁴
- 26 6. Public and Quasi-Public Institution, Church, and School
- 27 7. Essential Municipal Public Utility Use, Facility, Service, and Structure
- 28 8. Telecommunication Antenna⁷
- 29 9. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁸
- 30 10. Raising, grazing of horses
- 31 11. Cemetery
- 32 12. Bed and Breakfast Inn
- 33 13. Hotel, Minor⁶
- 34 14. Hotel, Major⁶
- 35 15. Private Residence Club Project and Conversion¹⁰
- 36 16. Office, General^{6,9}
- 37 17. Office, Moderate Intensive^{6,9}
- 38 18. Office, Medical^{6,9}
- 39 19. Financial Institution without drive-up window^{6,9}
- 40 20. Commercial Retail and Service, Minor^{6,9}
- 41 21. Commercial Retail and Service, personal improvement^{6,9}
- 42 22. Commercial, Resort Support^{6,9}
- 43 23. Café or Deli^{6,9}
- 44 24. Restaurant, Standard^{6,9}
- 45 25. Restaurant, Outdoor Dining¹⁰
- 46 26. Outdoor Event¹⁰

- 47 27. Bar^{6,9}
- 48 28. Hospital, Limited Care Facility^{6,9}
- 49 29. Parking Area or Structure with five (5) or more spaces
- 50 30. Temporary Improvement¹⁰
- 51 31. Passenger Tramway Station and Ski Base Facility¹¹
- 52 32. Ski Tow, Ski Lift, Ski Run, and Ski Bridge¹¹
- 53 33. Recreation Facility, Public
- 54 34. Recreation Facility, Commercial⁶
- 55 35. Entertainment Facility, Indoor^{6,9}
- 56 36. Commercial Stables, Riding Academy¹²
- 57 37. Master Planned Development with moderate income housing density
- 58 bonus¹²
- 59 38. Master Planned Development with residential and transient lodging Uses
- 60 only¹²
- 61 39. Master Planned Development with Support Retail and Minor Service
- 62 Commercial Uses¹²
- 63 40. Heliport¹²
- 64 41. Vehicle Control Gate¹³
- 65 42. Fences and walls greater than six feet (6') in height from Final Grade¹⁰
- 66 43. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays¹⁴
- 67 44. Amenities Club
- 68 45. Club, Private Residence Off-Site¹⁵

C. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use is a prohibited Use.

¹Nightly rental of Lockout Units requires a Conditional Use permit

²See LMC Chapter 15-4-7, Supplemental Regulations for Accessory Apartments

³Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivision Phases #1A and #1B, and Fairway Meadows Subdivision, and Hidden Oaks at Deer Valley Phases 2 and 3.

⁴See LMC Chapter 15-4-9 for Child Care Regulations

⁵Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed on the original Property set forth in the services agreement and/or Master Festival License

⁶Subject to provisions of LMC Chapter 15-6, Master Planned Development

⁷See LMC Chapter 15-4-14, Supplemental Regulations for Telecommunications Facilities

⁸See LMC Chapter 15-4-13, Supplemental Regulations for Satellite Receiving Antennas

⁹Allowed only as a secondary or support Use to the primary Development or Use and intended as a convenience for residents or occupants of adjacent or adjoining residential Developments.

¹⁰Requires an administrative Conditional Use permit.

¹¹As part of an approved Ski Area Master Plan. See LMC Chapter 15-4-18.

¹²Subject to provisions of LMC Chapter 15-6, Master Planned Development.

¹³See Section 15-4-19 for specific review criteria for gates.

¹⁴Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed in an Area other than the original location set forth in the services agreement and/or Master Festival License.

¹⁵Only allowed within a Master Planned Development. Requires an Administrative Conditional Use permit. Is permitted only in approved existing Commercial spaces or developments that have ten (10) or more

96 units with approved Support Commercial space. A Parking Plan shall be submitted to determine site
97 specific parking requirements.
98 ¹⁶The Planning Director, or his designee shall, upon finding a Food Truck Location in compliance with
99 Municipal Code 4-5-6, issue the property owner a Food Truck Location administrative approval letter.

DRAFT

Park City Municipal Corporation
Planning Department
445 Marsac Avenue, PO Box 1480
Park City, Utah 84060

September 16, 2021 (phase 2)
October 4, 2021 (phase 3)

Dear Planning Department,

Please see the enclosed application for a change in the Land Management Code to prohibit nightly rentals for the Hidden Oaks at Deer Valley phase 2 subdivision which includes lots HODV 33-48 inclusive as noted on the Summit County Parcel Viewer (<https://summitcounty.maps.arcgis.com/apps/webappviewer/index.html?id=85c6c55514ae4d4f9218202e364fec73#> accessed 9/16/21) as well in for Hidden Oaks at Deer Valley phase 3 subdivision which includes lots HODV 49-65.

These Hidden Oaks subdivisions are viewed as peaceful and quiet neighborhoods by the inhabitants. We bike, hike, walk our dogs and get together to enjoy each other's company. We do not consider our subdivision as one of the 'resort areas' that exist along the bus routes where the rental housing is typically located.

We note that the General Plan outlines specific strategies to address Nightly Rentals in an effort to strike a delicate balance to maintain our sense of community such as focusing nightly rental units to resort neighborhoods - near Park City Mountain Resort and Deer Valley Resort. The local ambiance of our neighborhood is an essential part of its character.

Please see the attached emails from the owners of HODV-2 lots 33, 34, 38, 40, 41, 43, 44, 45, 47 and 48 as well as the owners of HODV-3 lots 49, 50, 51, 52, 53, 54, 55, 56, 57, 59, 60, 61, 62, 63 and 64 agreeing to the proposed change to the land management code to prohibit nightly rentals in our subdivisions.

The owners of lots 35, 36, and 39 in HODV-2 and 58 in HODV-3 were not able to be contacted via information in the tax record database nor using google searches.

The remaining two HODV-2 lots, 42 and 46, have structures with ≥ 10 bedrooms that are essentially "hotels" continuously rented out by the owners via vrbo and Airbnb resulting in multiple complaints being lodged with the police and the nightly rental complaint form with respect to rude renters, noise, traffic, parking, events, landscaping, and construction fencing to which the owners have been non-responsive. We understand that the same owners also own lot #65 at 3859 Solamere Drive in HODV-3. They were not contacted regarding this land management code change assuming they would not be in agreement.

I have attached a red-lined version of the proposed change as well as a side-by-side table of the change to the following:

15-2.13-2 Uses

1. ALLOWED USES
6. Nightly Rentals³

If you require any additional information, please feel free to contact me for HODV-2:

[REDACTED]
[REDACTED]

Please contact Chris Carter for HODV-3:

[REDACTED]
[REDACTED]

Thank you for your consideration of this matter.

Cindy Welsh

Chris Carter

PROPOSED CHANGE

[15-2.13-2 Uses](#)

Uses in the RD District are limited to the following:

1. **ALLOWED USES.**
 1. Single-Family Dwelling
 2. Duplex Dwelling
 3. Secondary Living Quarters
 4. Lockout Unit¹
 5. Accessory Apartment²
 6. Nightly Rental³
 7. Home Occupation
 8. Child Care, In-Home Babysitting⁴
 9. Child Care, Family⁴
 10. Child Care, Family Group⁴
 11. Accessory Building and Use

12. Conservation Activity Agriculture
13. Parking Area or Structure with four (4) or fewer spaces
14. Recreation Facility, Private
15. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays⁵
16. Food Truck Location¹⁶

2. **CONDITIONAL USES.**

1. Triplex Dwelling⁶
2. Multi-Unit Dwelling⁶
3. Guest House
4. Group Care Facility
5. Child Care Center⁴
6. Public and Quasi-Public Institution, Church, and School
7. Essential Municipal Public Utility Use, Facility, Service, and Structure
8. Telecommunication Antenna⁷
9. Satellite Dish Antenna, greater than thirty-nine inches (39") in diameter⁸
10. Raising, grazing of horses
11. Cemetery
12. Bed and Breakfast Inn
13. Hotel, Minor⁶
14. Hotel, Major⁶
15. Private Residence Club Project and Conversion¹⁰
16. Office, General^{6,9}
17. Office, Moderate Intensive^{6,9}
18. Office, Medical^{6,9}
19. Financial Institution without drive-up window^{6,9}
20. Commercial Retail and Service, Minor^{6,9}
21. Commercial Retail and Service, personal improvement^{6,9}
22. Commercial, Resort Support^{6,9}

23. Café or Deli^{6,9}
24. Restaurant, Standard^{6,9}
25. Restaurant, Outdoor Dining¹⁰
26. Outdoor Event¹⁰
27. Bar^{6,9}
28. Hospital, Limited Care Facility^{6,9}
29. Parking Area or Structure with five (5) or more spaces
30. Temporary Improvement¹⁰
31. Passenger Tramway Station and Ski Base Facility¹¹
32. Ski Tow, Ski Lift, Ski Run, and Ski Bridge¹¹
33. Recreation Facility, Public
34. Recreation Facility, Commercial⁶
35. Entertainment Facility, Indoor^{6,9}
36. Commercial Stables, Riding Academy¹²
37. Heliport¹²
38. Vehicle Control Gate¹³
39. Fences and walls greater than six feet (6') in height from Final Grade¹⁰
40. Salt Lake City 2002 Winter Olympic Games Olympic Legacy Displays¹⁴
41. Amenities Club
42. Club, Private Residence Off-Site¹⁵

3. **PROHIBITED USES.** Any Use not listed above as an Allowed or Conditional Use is a prohibited Use.

¹Nightly rental of Lockout Units requires a Conditional Use permit

²See Section 15-4-7, Accessory Apartments

³Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivision Phases #1A and #1B, ~~and~~ Fairway Meadows Subdivision, and Hidden Oaks at Deer Valley phases 2 and 3 subdivisions.

⁴See Section 15-4-9 Child Care and Child Care Facilities

⁵Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed on the original Property set forth in the services agreement and/or Master Festival License

⁶Subject to provisions of LMC Chapter 15-6, Master Planned Development

⁷See Section 15-4-14, Telecommunications Facilities

⁸See Section 15-4-13, Placement of Satellite Receiving Antennas

⁹Allowed only as a secondary or support Use to the primary Development or Use and intended as a convenience for residents or occupants of adjacent or adjoining residential Developments.

¹⁰Requires an Administrative Conditional Use permit.

¹¹As part of an approved Ski Area Master Plan. See Section 15-4-18 Passenger Tramways and Ski Base Facilities.

¹²Omitted.

¹³See Section 15-4-19, Review Criteria For Control Vehicle Gates.

¹⁴Olympic Legacy Displays limited to those specific Structures approved under the SLOC/Park City Municipal Corporation Olympic Services Agreement and/or Olympic Master Festival License and placed in an Area other than the original location set forth in the services agreement and/or Master Festival License.

¹⁵Only allowed within a Master Planned Development. Requires an Administrative Conditional Use permit. Is permitted only in approved existing Commercial spaces or developments that have ten (10) or more units with approved Support Commercial space. A Parking Plan shall be submitted to determine site specific parking requirements.

¹⁶The Planning Director or their designee shall, upon finding a Food Truck Location in compliance with Municipal Code 4-5-6, issue the property owner a Food Truck Location administrative approval letter.

Current Land Management Code	Proposed Change to Land Management Code
³ Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, and Meadows Estates Subdivision Phases #1A and #1B.	³ Nightly Rentals do not include the Use of dwellings for Commercial Uses and Nightly Rentals are not permitted in the April Mountain, Mellow Mountain Estates Subdivisions, Meadows Estates Subdivision Phases #1A and #1B, and Fairway Meadows Subdivision, <u>and Hidden Oaks at Deer Valley phases 2 and 3 subdivisions.</u>

HISTORY

Adopted by Ord. [00-51](#) on 9/21/2000

Amended by Ord. [02-38](#) on 9/12/2002

Amended by Ord. [04-08](#) on 3/4/2004

Amended by Ord. [05-39](#) on 6/30/2005

Amended by Ord. [06-76](#) on 11/9/2006

Amended by Ord. [11-05](#) on 1/27/2011

Amended by Ord. [14-35](#) on 6/26/2014

Amended by Ord. [2018-23](#) on 5/17/2018

Amended by Ord. [2018-55](#) on 10/23/2018

Amended by Ord. [2020-38](#) on 7/30/2020

Amended by Ord. [2020-45](#) on 10/1/2020

Amended by Ord. [2021-16](#) on 4/15/2021

Cindy Welsh

From: Jimmy Berg [REDACTED]
Sent: Wednesday, September 15, 2021 7:29 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS
Cc: Cindy Welsh
Subject: Re: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

Harriet and I fully support this change. First, it allows the city to take the heat and potential liability. Second, it will give us time to establish a HOA and codify our guidelines. We can then shut these “hotels” down and establish reasonable rules allowing for weekly/monthly/seasonal rentals that we can tolerate and manage.

Jimmy Berg
[REDACTED]

On Sep 15, 2021, at 6:21 PM, Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED] wrote:

Hi Jimmy –

If you can, please send me a brief note of why you support this initiative (two or three sentences would be great).

Thanks,

Scott

Scott A. Greenberg, CLU, ChFC, AEP®, CFBS
[REDACTED]

Inter-Generational Wealth Transfer • Business Succession Planning • Qualified and Non-Qualified Retirement Plan Design • Long Term Care • Disability Insurance • Home • Auto • Watercraft • Aircraft • Collectables

[REDACTED]

The information in this email and any files transmitted with it may be confidential and/or privileged. This e-mail is intended solely for the use by the individual or entity to which it is addressed. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, be advised that you have received this email in error and that any

Cindy Welsh

From: Susan Keyes [REDACTED]
Sent: Wednesday, September 15, 2021 7:07 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS
Cc: Cindy Welsh
Subject: Re: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

We support this effort and will gladly pay our portion of costs for legal and filing fees required to try to find a remedy for the problems discussed at Tuesday's meeting, and by email today.

Susan Keyes
30 Hidden Oaks Lane.

Sent from my iPhone
Please forgive the typos

On Sep 15, 2021, at 6:03 PM, Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED] wrote:

Dear Hidden Oaks Phase 2 Neighbors –

It has been brought to our attention today that we have a time-sensitive, VERY limited opportunity to **submit an application to change the land management code in our specific subdivision to prohibit nightly rentals!**

There is a \$2,000 fee to submit the paperwork to the city – and there may be some legal fees involved if we hire an attorney to help guide us through this process. This should run about \$300 per address in our subdivision. Cindy will do the heavy lifting, but we need to act quickly.

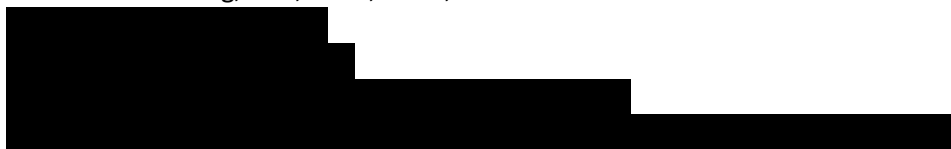
This is extremely time-sensitive – so please respond back to me with an email acknowledging your support.

Thank you,

Scott Greenberg

<image002.png>

Scott A. Greenberg, CLU, ChFC, AEP®, CFBS



[Click Here to send me secure or large files](#)

Follow & Connect with us on [Facebook](#) • [Twitter](#) • [LinkedIn](#)

Cindy Welsh

From: Marc Tessier-Lavigne [REDACTED]
Sent: Thursday, September 16, 2021 12:37 AM
To: Scott A. Greenberg, CLU, ChFC, CFBS
Cc: Cindy Welsh; Mary Hynes
Subject: Re: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

Importance: High

Mary and I are happy to support.

On Sep 15, 2021, at 5:03 PM, Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED] wrote:

Dear Hidden Oaks Phase 2 Neighbors –

It has been brought to our attention today that we have a time-sensitive, VERY limited opportunity to **submit an application to change the land management code in our specific subdivision to prohibit nightly rentals!**

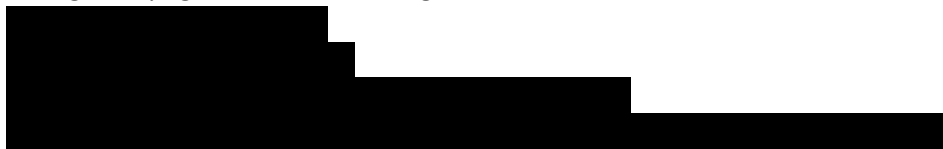
There is a \$2,000 fee to submit the paperwork to the city – and there may be some legal fees involved if we hire an attorney to help guide us through this process. This should run about \$300 per address in our subdivision. Cindy will do the heavy lifting, but we need to act quickly.

This is extremely time-sensitive – so please respond back to me with an email acknowledging your support.

Thank you,

Scott Greenberg

<image002.png>Scott A. Greenberg, CLU, ChFC, AEP®, CFBS



[Click Here to send me secure or large files](#)

Follow & Connect with us on [Facebook](#) • [Twitter](#) • [LinkedIn](#)

Cindy Welsh

From: Scott A. Greenberg, CLU, ChFC, CFBS
Sent: Wednesday, September 15, 2021 8:53 PM
To: Wayne Aaron
Cc: Cindy Welsh
Subject: RE: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

Thank You Wayne! I'll keep you posted.

Scott

Scott A. Greenberg, CLU, ChFC, AEP®, CFBS

[REDACTED]

Inter-Generational Wealth Transfer • Business Succession Planning • Qualified and Non-Qualified Retirement Plan Design • Long Term Care • Disability Insurance • Home • Auto • Watercraft • Aircraft • Collectables

[REDACTED]

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From: Wayne Aaron [REDACTED]
Sent: Wednesday, September 15, 2021 6:42 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]
Subject: Re: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

I support.

Thanks,

Wayne

On Wed, Sep 15, 2021 at 8:03 PM Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED] wrote:

Dear Hidden Oaks Phase 2 Neighbors –

It has been brought to our attention today that we have a time-sensitive, VERY limited opportunity to **submit an application to change the land management code in our specific subdivision to prohibit nightly rentals!**

There is a \$2,000 fee to submit the paperwork to the city – and there may be some legal fees involved if we hire an attorney to help guide us through this process. This should run about \$300 per address in our subdivision. Cindy will do the heavy lifting, but we need to act quickly.

This is extremely time-sensitive – so please respond back to me with an email acknowledging your support.

Thank you,

Scott Greenberg



Scott A. Greenberg, CLU, ChFC, AEP®, CFBS



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Cindy Welsh

From: Rosemary Schatzman [REDACTED]
Sent: Wednesday, September 15, 2021 8:19 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS
Cc: Cindy Welsh; Matt Schatzman; Jimmy Berg; Craig Budner; Jeff Laufer
Subject: Re: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

Importance: High

Scott,

Apologies for the lack of punctuation on my previous email, I was typing quickly.

Matt (copied above) and I are supportive of this effort. A couple of additional questions:

1. Does this replace setting up an HOA or is this in addition to setting one up?
2. Who are the Hidden Oaks Phase 2 neighbors?
3. Can you provide us a list of everyone who is supporting the fee?

Will send a check for our share, just let me know the final amount and who to send it to.

Best regards,

Rosemary

On Sep 15, 2021, at 7:03 PM, Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED] wrote:

Dear Hidden Oaks Phase 2 Neighbors –

It has been brought to our attention today that we have a time-sensitive, VERY limited opportunity to **submit an application to change the land management code in our specific subdivision to prohibit nightly rentals!**

There is a \$2,000 fee to submit the paperwork to the city – and there may be some legal fees involved if we hire an attorney to help guide us through this process. This should run about \$300 per address in our subdivision. Cindy will do the heavy lifting, but we need to act quickly.

This is extremely time-sensitive – so please respond back to me with an email acknowledging your support.

Thank you,

Scott Greenberg

<image002.png>Scott A. Greenberg, CLU, ChFC, AEP®, CFBS

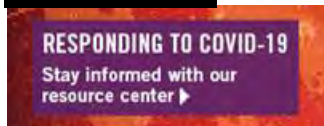
Cindy Welsh

From: Budner, Craig [REDACTED]
Sent: Wednesday, September 15, 2021 10:43 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS; Rosemary Schatzman
Cc: Cindy Welsh; Matt Schatzman; Jimmy Berg; Jeff Laufer; [REDACTED]
Subject: RE: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

The Budners support this but I will also be out of pocket tomorrow.



Craig W. Budner



From: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]
Sent: Wednesday, September 15, 2021 7:53 PM
To: Rosemary Schatzman [REDACTED]
Cc: Cindy Welsh [REDACTED]; Matt Schatzman [REDACTED]; Jimmy Berg [REDACTED]; Budner, Craig [REDACTED]; Jeff Laufer [REDACTED]
Subject: RE: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

Hi Rosemary -

All excellent questions. Please see answers below...

This is a quick band aid approach which affects the property at 65 Hidden Oaks Lane more than any other property in the subdivision. It does not affect our ability to form an HOA and it can be “undone” in the future if the HOA deems it necessary. It only affects the 15 homes in this particular subdivision of Hidden Oaks. I am unavailable tomorrow, but please call me on my cell phone on Friday and I will share some details with you regarding this strategy.

And thank you for your support!

Cindy Welsh

From: Jeff Laufer [REDACTED]
Sent: Wednesday, September 15, 2021 7:26 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS
Cc: Cindy Welsh
Subject: Re: Urgent - Please Read: Land Management Code Change for Hidden Oaks Sub-Division

ABSOLUTELY!!!!

Jeff Laufer-[REDACTED] cell. Sent from my iPhone

On Sep 15, 2021, at 6:03 PM, Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED] wrote:

Dear Hidden Oaks Phase 2 Neighbors –

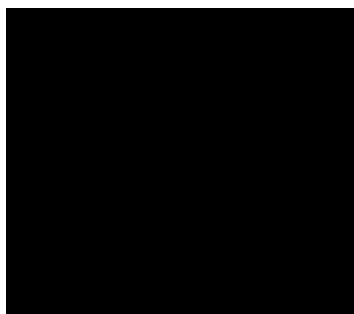
It has been brought to our attention today that we have a time-sensitive, VERY limited opportunity to **submit an application to change the land management code in our specific subdivision to prohibit nightly rentals!**

There is a \$2,000 fee to submit the paperwork to the city – and there may be some legal fees involved if we hire an attorney to help guide us through this process. This should run about \$300 per address in our subdivision. Cindy will do the heavy lifting, but we need to act quickly.

This is extremely time-sensitive – so please respond back to me with an email acknowledging your support.

Thank you,

Scott Greenberg



Scott A. Greenberg, CLU, ChFC, AEP®, CFBS



Cindy Welsh

From: Scott A. Greenberg, CLU, ChFC, CFBS
Sent: Wednesday, September 15, 2021 10:24 PM
To: Bob Finney
Cc: Cindy Welsh
Subject: RE: Change to Land Management Code

Thank you.

Scott A. Greenberg, CLU, ChFC, AEP®, CFBS

[REDACTED]

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[REDACTED]

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From: Bob Finney [REDACTED]
Sent: Wednesday, September 15, 2021 9:22 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]
Subject: Change to Land Management Code

Scott and Cindy-

We are supportive of changing the LMC for the subdivision (HODV -2) to restrict nightly rentals. It is unfortunate that we must go through the process and expense to have quiet enjoyment of the properties that we all have owned for many years. I think it is time for Park City and its property owners to take a stand to stop the commercialization of its established residential neighborhoods.

Please let us know if you need any thing from us.

Robert and Elisha Finney

3797 Sun Ridge Drive

Park City, Ut 84060

From: Cindy Welsh [REDACTED]
Sent: Friday, October 15, 2021 9:59 AM
To: Rebecca Ward; Spencer Cawley
Subject: [External] FW: Changes in the Hidden Oaks Neighborhood

[CAUTION] This is an external email.

An additional homeowner agreement (60 hidden oaks lane) in support of the land management code change to add to our file.

Thank you,
Cindy

From: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]
Sent: Friday, October 15, 2021 10:15 AM
To: Cindy Welsh <cindywelsh@gwellc.com>
Subject: FW: Changes in the Hidden Oaks Neighborhood

Backing for land management change

Scott A. Greenberg, CLU, ChFC, AEP®, CFBS

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

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[REDACTED]
[REDACTED]

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From: Cristina von Barga [REDACTED]
Sent: Friday, October 15, 2021 9:00 AM
To: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]
Cc: Budner, Craig [REDACTED]; Hank Oster [REDACTED]; Jeff Laufer

[REDACTED]; Jonathan McHardy [REDACTED]; Michael Weiner
[REDACTED]; Susan Oster [REDACTED]

Subject: Re: Changes in the Hidden Oaks Neighborhood

You have our backing, thanks for all the work on this.

Best

Cristina and Jonathan

On Fri, Oct 15, 2021 at 9:49 AM Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED] wrote:

Dear Sue, Hank, Cristina and Jonthan –

As a follow up to my email yesterday, and in advance of the email I will be sending later today regarding the formation of the Hidden Oaks HOA, I am would like to know if I could obtain your backing for the change to the Land Management Use Agreement for Hidden Oaks Phase Two which would restrict nightly rentals. We have been fortunate enough to receive the overwhelming support of 11 of the 16 homes in the subdivision (two of the homes belong to the developers of the “hotel” houses). I am still trying to get in touch with the owners of [20 Hidden Oaks Lane](#) and hope to hear from the owners of [50 Hidden Oaks Lane](#) today.

With any luck, I am optimistic that we will be able to end up with 14 of the 16 homes in favor of the change.

Many thanks in advance for your help.

With kind regards,

Scott Greenberg

[55 Hidden Oaks Lane](#)

Scott A. Greenberg, CLU, ChFC, AEP®, CFBS

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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[REDACTED]
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Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Saturday, October 2, 2021 11:19 PM
To: Cindy Welsh
Subject: Fwd:

Begin forwarded message:

From: Hank Oster [REDACTED]
Date: October 2, 2021 at 1:30:10 PM CDT
To: Chris Carter [REDACTED]
Subject: Re:

Hi Chris,

We own Lot 35 which is 60 Hidden Oaks Lane and Lot 63 (below us/vacant lot) which is 3831 Solamere Dr.

So you can add the same four names I gave you to the petition for the 3831 Solamere Dr. property.

Best,

Hank

On Sat, Oct 2, 2021 at 11:11 AM Chris Carter [REDACTED] wrote:

Thanks so much Hank

Do you also own lots 60 and 63? 3862 and 3831 Solamere? Those lots are both in Hidden Oaks at Deer Valley - phase 3 and I am trying to get support from as many of the 17 house and lot owners as I can.

Thanks,

Chris

Sent from my iPhone

On Oct 1, 2021, at 12:31 PM, Hank Oster [REDACTED] wrote:

Hi Chris,

Thank you for the additional info.

Yes, we are very supportive of blocking nightly rentals and to discourage this kind of development.

We feel the same way as you about our neighborhood and as you know we are at 60 Hidden Oaks just across the street from that 65 development.

Count us in on the amendment (formal deed is listed as Henry and Susan Oster and Jonathan McHardy and Cristina Bon Bargen) and let me know if there is anything more you need from us.

Our close friends own the house just below us on Solamere and I will let them know what is happening and ask them to submit their names for the amendment as well.

Thanks again,
Hank Oster
[REDACTED]

Sent from my iPhone

On Oct 1, 2021, at 9:43 AM, Chris Carter [REDACTED]
wrote:

Hi Hank - I am one of your neighbors in Park City. Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision. I got your email from John Hill at 110 Hidden Oaks. My wife and I own the home at 105 hidden oaks and the lot at 95 Hidden Oaks. We live in Dallas and get back to Park City as often as we can. We have really fallen in love with the area and it is a tremendous source of peace and enjoyment for our family. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3. We have seen tremendous support for this change from our neighbors in phase 2 and 3.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]

Look forward to meeting you in the future,
Chris

Cindy Welsh

From: Doug Hudson [REDACTED]
Sent: Monday, September 20, 2021 11:47 AM
To: Cindy Welsh
Cc: [REDACTED]
Subject: Re: change to land management code on hidden oaks

Yes, we approve. Thank you for your efforts!

Doug & Peggy Hudson

On Thu, Sep 16, 2021 at 5:19 PM Cindy Welsh [REDACTED] wrote:

Hi Peggy and Doug,

I am submitting an application to the city to prohibit nightly rentals in our subdivision of 16 homes.

Please reply to this email with your agreement so I can include it in the application package.

Thank you.

Cindy

55 hidden oaks ln

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Saturday, October 2, 2021 11:19 PM
To: Cindy Welsh
Subject: Fwd:

Begin forwarded message:

From: Dianne Gibson [REDACTED]
Date: October 2, 2021 at 8:11:43 PM CDT
To: Chris Carter [REDACTED]
Subject: Re:

Thanks Chris.

We are happy to be included in the amendment proposal as per your email.

As discussed we would also be supportive if phase 3 wished to proceed on a stand alone basis.

Dianne and Colin
120 Hidden Oaks Lane

On Oct 1, 2021, at 10:19 AM, Chris Carter [REDACTED] > wrote:

Colin - thanks again for the time today. Please see below and email me back if you and Dianne are supportive of this amendment. These emails will be included in our application with the city and will be helpful.

Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and

then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3. Rentals once a month would still be allowed.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]
[REDACTED].

Chris

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Saturday, October 2, 2021 11:23 PM
To: Cindy Welsh
Subject: Fwd:

Begin forwarded message:

From: Cameron Breitner [REDACTED]
Date: September 30, 2021 at 5:22:43 PM CDT
Subject: Re:

External: This email was sent from [REDACTED]

Hey Chris great to hear from you. I think we maybe even met in the context of work sometime as I have you in my contacts. I used to spend time in the energy sector long ago.

Anyhow thanks for the outreach on this, we are very supportive and actually replied all to this effect to Scott's email.

So long as the intention is focused on restricting these nightly rentals we are glad to support the effort!

On Sep 30, 2021, at 3:04 PM, Chris Carter [REDACTED] wrote:

This email came from outside CVC

Hi Cameron - I am one of your neighbors on hidden oaks. I got your email from Scott Greenberg. We met briefly several months ago. My wife and I own 105 hidden oaks. We live in Dallas and get back to Park City as often as we can. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we never have a similar issue on our end of the street.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks - phase 2 (their subdivision) to restrict nightly rentals. This still allows residents to rent their homes but to no more than one tenant per month. This would disincentivize developers from buying open lots around us and building house/hotels. You and I are in the same subdivision - Hidden Oaks at Deer Valley - phase 3. I am reaching out to all of our neighbors in that subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city

yesterday and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]
[REDACTED]

Look forward to getting to know you better,
Chris

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Saturday, October 2, 2021 11:20 PM
To: Cindy Welsh
Subject: Fwd:

Begin forwarded message:

From: [REDACTED]
Date: October 2, 2021 at 9:37:36 AM CDT
To: [REDACTED]
Subject: Re:
Reply-To: [REDACTED]

Hi Chris,

The Kirchhoffs at 3525 Sun Ridge Dr support the filing proposed for Hidden Oaks Phase 2 and Phase 3 to amend the nightly rental restrictions in our neighborhood. Thanks for your efforts...Steve Kirchhoff

-----Original Message-----

From: Chris Carter [REDACTED]
To: [REDACTED]
Sent: Fri, Oct 1, 2021 7:29 am

Hi Steve and Linnea - I am one of your neighbors in Park City. Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision. I got your email from John Hill at 110 Hidden Oaks. My wife and I own the home at 105 hidden oaks and the lot at 95 Hidden Oaks. We live in Dallas and get back to Park City as often as we can. We have really fallen in love with the area and it is a tremendous source of peace and enjoyment for our family. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer

Valley - phase 3. Rentals once a month would still be allowed.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED].

Look forward to meeting you in the future,
Chris

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Saturday, October 2, 2021 11:21 PM
To: Cindy Welsh
Subject: Fwd:

Begin forwarded message:

From: Patrice Decorrevont [REDACTED]
Date: September 30, 2021 at 9:13:55 PM CDT
To: Chris Carter [REDACTED]
Cc: John DeCorrevont [REDACTED]
Subject: Re:

Hi Chris,

John and I are absolutely supportive of this effort. Let us know what else we can do.

Thanks!

Patrice and John DeCorrevont

On Sep 30, 2021, at 5:47 PM, Chris Carter [REDACTED] wrote:

Hi John and Patricia - I am one of your neighbors in Park City. Patricia, I think we have met when you and your daughter were walking your dog last summer. I got your email from Scott Greenberg. My wife and I own 105 hidden oaks. We live in Dallas and get back to Park City as often as we can. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we never have a similar issue on our end of the street.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This still allows residents to rent their homes but to no more than one tenant per month. This would disincentivize developers from buying open lots around us and building house/hotels. Your lot at 145 Hidden Oaks is in the same subdivision as us - Hidden Oaks at Deer Valley - phase 3. I am reaching out to all of our neighbors in that subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city yesterday and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]

Look forward to getting to know you better,
Chris

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Saturday, October 2, 2021 11:19 PM
To: Cindy Welsh
Subject: Fwd:

Begin forwarded message:

From: John Hill [REDACTED]
Date: October 2, 2021 at 10:22:19 PM CDT
To: Chris Carter [REDACTED]
Subject: Re:

Been at the Wine Festival today. Just checked in. I support.

Sent from my iPhone

On Oct 2, 2021, at 10:54 AM, Chris Carter [REDACTED] wrote:

John - can you email back your support for the land use change to block nightly rentals so we can include in our revised amendment with the city? Thanks, Chris

Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3. Rentals once a month would

still be allowed.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]

Chris

Cindy Welsh

From: Lesli Bowering [REDACTED]
Sent: Saturday, October 2, 2021 10:26 PM
To: Chris Carter
Cc: Dale Bowering; Scott A. Greenberg, CLU, ChFC, CFBS; Cindy Welsh
Subject: Re:

We completely support this amendment application and are available to meet with Cindy tomorrow if necessary. Thanks for your effort. Do you know whether we can continue to submit signatures in support of the amendment after it has been filed?

Sent from my iPhone

On Oct 2, 2021, at 1:12 PM, Chris Carter [REDACTED] wrote:

Thanks for the time today Dale and Lesli. Please see below and reply back if you are in support. We will include these support emails in our amendment application. I am also copying Scott Greenberg and Cindy Welsh on this email.

Thanks,
Chris

Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision. I got your email from John Hill at 110 Hidden Oaks. My wife and I own the home at 105 hidden oaks and the lot at 95 Hidden Oaks. We live in Dallas and get back to Park City as often as we can. We have really fallen in love with the area and it is a tremendous source of peace and enjoyment for our family. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3. We have seen tremendous support for this change from our neighbors in phase 2 and 3.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]

Chris

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Sunday, October 3, 2021 1:23 PM
To: Cindy Welsh
Cc: [REDACTED]
Subject: Fwd: Hidden Oaks

Good news below. This adds two more properties that support our amendment.

Sent from my iPhone

Begin forwarded message:

From: "John R. Knox" [REDACTED]
Date: October 3, 2021 at 11:39:43 AM CDT
To: Chris Carter [REDACTED]
Cc: Lexie Knox [REDACTED]
Subject: Hidden Oaks

Hi Chris, you just spoke with my wife, Lexie, copied here. I also got a voice mail on this subject from John Hill and was planning on calling him back tomorrow.

We fully support restricting nightly rentals. We own the lot (3850 Solamere Dr) next to our house and therefore do not support restricting building homes on empty lots. When we sell our house, presumably many years from now, we will offer the lot for sale with the home but if the buyer does not want the lot we would want to be able to sell the lot on its own and if building was not allowed on it, its value would be significantly diminished. It was not clear from your conversation with Lexie if home building restriction was contemplated as part of the proposed amendment.

Regardless we fully support and will sign any amendment to restrict nightly rentals.

Thx
John

From: Chris Carter [mailto:[REDACTED]]
Sent: Saturday, October 2, 2021 4:25 PM
To: [REDACTED]
Subject:

Hi John and Lexie - I am one of your neighbors in Park City. Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision. I got your email from Dale and Lesli Bowerman on Solamere. My wife and I own the home at 105 Hidden Oaks and the lot at 95 Hidden Oaks. We live in Dallas and get back to Park City as often as we can. We have really fallen in love with the area and it is a tremendous source of peace and enjoyment for our family. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has

happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3. We have seen tremendous support for this change from our neighbors in phase 2 and 3.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]

Look forward to meeting you in the future,
Chris

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Saturday, October 2, 2021 11:20 PM
To: Cindy Welsh
Subject: Fwd:

Begin forwarded message:

From: Paul [REDACTED]
Date: October 1, 2021 at 10:09:30 AM CDT
To: Chris Carter [REDACTED]
Subject: Re:

You can count on me.

On Oct 1, 2021, at 7:11 AM, Chris Carter [REDACTED] wrote:

Hi Paul - I am one of your neighbors in Park City. Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision. I got your email from John Hill at 110 Hidden Oaks. My wife and I own the home at 105 hidden oaks and the lot at 95 Hidden Oaks. We live in Dallas and get back to Park City as often as we can. We have really fallen in love with the area and it is a tremendous source of peace and enjoyment for our family. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3. We have seen tremendous support for this change from our neighbors in phase 2 and 3.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]
[REDACTED]

Look forward to meeting you in the future,
Chris

Cindy Welsh

From: Chris Carter [REDACTED]
Sent: Sunday, October 3, 2021 8:43 PM
To: Cindy Welsh

Another supporter. The Goetzmans. Now only one who has not been reached.

From: Leslie Goetzman [REDACTED]
Date: October 3, 2021 at 7:04:24 PM MDT
To: Paul Jacobsen [REDACTED]
Cc: Lesli Bowering [REDACTED], Marianne Miller [REDACTED]
[REDACTED]
Subject: Re: Hidden Oaks Land Amendment

Just received -you have our support for the amendment. Let me know what we can do.

Leslie Goetzman
[REDACTED]

from my iPhone
Typos included

On Oct 3, 2021, at 9:46 PM, Paul Jacobsen
[REDACTED] wrote:

Leslie

I am forwarding a message I received from one of your close neighbors and a friend of mine Lesli Bowering. Just wanted to bring you into the loop of some neighborhood discussion. I Have included Marianne also. If you want to include Gary directly let him know but i didn't want to disturb him as i know he's busy and out of the country currently.

I can put either of you together directly via phone numbers also if needed.

Thanks, and good luck!!!

Paul

Sent from my iPhone

On Oct 3, 2021, at 1:10 PM, Lesli Bowering
[REDACTED] wrote:

From: Lesli Bowering
Sent: Sunday, October 3, 2021 1:06 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Hidden Oaks Land Amendment

Hi Paul, I am forwarding an email regarding a land use issue in Hidden Oaks. The lot across the street from us, and next to Gary and Leslie Goetzman, -- Lot 65 at 3859 Solamere -- has been purchased by the same developer that recently built two homes on Hidden Oaks. If you have an email address for the Goetzman's can you please send that to me or forward this to them.

Gary and Leslie,

You have probably seen the hotel/houses developed at 25 and 65 Hidden Oaks. Those homes have 10 bedrooms and can allegedly (according to the ad on VRBO) accommodate 27 guests. There is constant rental turnover for very large parties at both of those homes. In our HODV Phase 3 development there are 19 homes. Our neighbor, Chris Carter, took the lead and has successfully gained support for a land use amendment that will be filed tomorrow. Seventeen of our 19 neighbors in Phase 3 have sent written support for the amendment. We are hoping for your support also.

Below are emails from Chris that provide some detail related to the planned amendment:

Thanks for the time today Dale and Lesli. Please see below and reply back if you are in support. We will include these support emails in our amendment application. I am also copying Scott Greenberg and Cindy Welsh on this email.

Thanks,
Chris

Our homes are part of the 17 homes/lots that make up the Hidden Oaks at Deer Valley - phase 3 subdivision. I got your email from John Hill at 110 Hidden Oaks. My wife and I own the home at 105 hidden oaks and the lot at 95 Hidden Oaks. We live in Dallas and get back to Park City as often as we can. We have really fallen in love with the area and it is a tremendous source of peace and enjoyment for our family. We have four kids ages 9-16.

I have been spending time over the past couple of weeks learning about different options to reduce the risk of more house/hotels being constructed around us. After seeing and hearing about what has happened up the street at 25 and 65 Hidden Oaks, I really want to make sure we don't have a similar issue in our subdivision.

Scott Greenberg and Cindy Welsh live at 55 Hidden Oaks and have done a lot of research. Cindy recently submitted an application with the city to amend the land use of Hidden Oaks at Deer Valley - phase 2 (their subdivision) to restrict nightly rentals. This would disincentivize developers from buying open lots around us and building house/hotels. I am reaching out to the neighbors in our subdivision (17 lots and homes on Hidden Oaks, Sun Ridge and Solamere) to enlist support on including our subdivision in the land use amendment that Cindy has filed with the city. I spoke to Rebecca Ward with the city and she said it would be most efficient for us to apply together. The city would review the amendment, provide notice to all landowners and then vote on the amendment in November or December.

I wanted to see if you would be supportive of this change to block nightly rentals in Hidden Oaks at Deer Valley - phase 3. We have seen tremendous support for this change from our neighbors in phase 2 and 3.

Thanks for the consideration. Feel free to give me a call if you would like to discuss. [REDACTED]

Chris

From: Chris Carter [REDACTED]
Sent: Sunday, October 3, 2021 8:09 AM
To: Lesli Bowering [REDACTED]
Dale Bowering [REDACTED]
Subject: Fwd:

Thanks Lesli - below are the results of where we are at this point with our phase 3 neighbors.
I will try Leslie Knox today.
Very good progress!
Thanks for the help,
Chris

Sent from my iPhone

Begin forwarded message:

From: Chris Carter

Date: October 2, 2021 at 11:18:05 PM CDT

To: Cindy Welsh

Hi Cindy - we have made really good progress. I am going to send you the emails of support I have received. More may come in but here is the summary.

Support

49 - Chris and Abbey Carter
50 - Chris and Abbey Carter
51 - Colin and Dianne Gibson
52 - Cameron Breitner
53 - Steve and Linnea Kirchoff
54 - John and Patrice Decorrevant
55 - Colin and Dianne Gibson
56 - Colin and Dianne Gibson
57 - John and Deborah Hill
59 - Dale and Lesli Bowering
62 - Paul Hydok
63 - Hank and Susan Oster

Have not been able to make contact

58 - Tim Sutton
60 - John Knox
61 - John Knox
64 - Gary Goetzman

Not Contacted

65 - Jonathan Baird

Subject: [External] land management code change HO phase 2
Date: Tuesday, November 23, 2021 at 4:35:53 PM Mountain Standard Time
From: Cindy Welsh
To: Spencer Cawley

[CAUTION] This is an external email.

Hi Spencer,
See the support below from 40 Hidden Oaks Lane.
Thanks
Cindy

From: Ken Karlson [REDACTED]
Sent: Saturday, September 25, 2021 7:42:13 AM
To: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]; Wayne Aaron [REDACTED]
Cc: [REDACTED] Cindy Welsh [REDACTED]
Subject: Re: An Open Letter of Support for the Hidden Oaks Community - Important, Please Read

We would like to help in any way that we can.

Let us know if there are any meetings, in person or zoom that we can attend.

From: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]
Sent: Saturday, September 25, 2021 9:32 AM
To: Ken Karlson [REDACTED]; Wayne Aaron [REDACTED]
Cc: [REDACTED] Cindy Welsh [REDACTED]
Subject: RE: An Open Letter of Support for the Hidden Oaks Community - Important, Please Read

Hi Ken (and thank you Wayne) -

Happy to have you and Elisa as part of the effort to restore some peace and quiet to the community. We have had several meetings within the community as well as with city officials.

There is no need to send any money at this time. We're still in the planning phase and digesting all of our alternatives. I have attached a copy of the original letter for your review. My wife, Cindy, is exploring all sorts of options. I will add you and Elisa to the distribution list and keep you informed.

Thanks again for reaching out. I hope I get a chance to meet you one of these days.

Best,

Scott Greenberg
55 Hidden Oaks Lane

Scott A. Greenberg, CLU, ChFC, AEP®, CFBS

[REDACTED]

Inter-Generational Wealth Transfer • Business Succession Planning • Qualified and Non-Qualified Retirement Plan Design • Long Term Care • Disability Insurance • Home • Auto • Watercraft • Aircraft • Collectables

[REDACTED]

The information in this email and any files transmitted with it may be confidential and/or privileged. This e-mail is intended solely for the use by the individual or entity to which it is addressed. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, be advised that you have received this email in error and that any use, review, dissemination, forwarding, printing, or copying of this email, or attachments, if any, is strictly prohibited. If you have received this email in error, please notify the sender by return email.

On Sep 25, 2021, at 9:12 AM, Ken Karlson [REDACTED] wrote:

Hello Scott,

My neighbor, Wayne Aaron forwarded your email as I was not on your original

distribution.

Please add me and my wife Elisa to your distribution list and list of Neighbors and Interested Community Members.

We're not happy about the recent developments and have experienced late night disruptions from the "hotel" across the street from our home at 40 Hidden Oaks Lane.

Sign us up!

Ken Karlson

[REDACTED]

Elisa Karlson

[REDACTED]

Subject: [External] land management changes for HO phase 2

Date: Tuesday, November 23, 2021 at 4:26:48 PM Mountain Standard Time

From: Cindy Welsh

To: Spencer Cawley

[CAUTION] This is an external email.

Hi Spencer,

Here is support from 50 Hidden Oaks lane. See email below..."nice job and happy to support you".

Thanks

Cindy

From: Mort Marcus [REDACTED]
Sent: Wednesday, November 10, 2021 8:53:24 PM
To: Scott A. Greenberg, CLU, ChFC, CFBS [REDACTED]
Subject: Re: Gentle Reminder - PLANNING MEETING TONIGHT AT 5:30 PM MST

Sounds like you did well. Have to say listening, it really should go farther to not even allow the grandfathering.. its pretty clear how wrong this is for the neighborhood.. nice job and happy to support you

From: "Scott A. Greenberg, CLU, ChFC, CFBS" [REDACTED]
Date: Wednesday, November 10, 2021 at 3:35 PM
To: "Scott A. Greenberg, CLU, ChFC, CFBS" [REDACTED]
Cc: Jeff Laufer [REDACTED]
Cindy Welsh [REDACTED]
Subject: Gentle Reminder - PLANNING MEETING TONIGHT AT 5:30 PM MST

Just a gentle reminder that the planning meeting regarding the Hidden Oaks Phase Two and Phase Three amendment begins TONIGHT at 5:30 pm MST

The agenda for the Planning Commission meeting can be found [here](#). **The issue regarding our amendment is to be addressed in item 6.A.**

To join the meeting, please use the following Zoom information:

<https://us02web.zoom.us/j/86137534714>

Or One tap mobile :

US: +16699006833,,86137534714# or +12532158782,,86137534714#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

Once again, it is critical that we have as many homeowners as possible attend the hearing via Zoom. You do not need to have your picture onscreen, or even feel compelled to say anything (unless you want to), but it is vital that the city “sees” as many supporters as possible.

Thank you in advance for your support.

With kind regards,

Scott

PS – Feel free to pass this email along to others in the neighborhood who are supportive of this measure.

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by **Mimecast Ltd**, an innovator in Software as a Service (SaaS) for business. Providing a **safer** and **more useful** place for your human generated data. Specializing in; Security, archiving and compliance. To find out more [Click Here](#).

From: Chris Carter [REDACTED]
Sent: Tuesday, November 16, 2021 3:00 PM
To: Spencer Cawley
Subject: [External] Fwd: Final update below that can be used in the amendment application

[CAUTION] This is an external email.

Begin forwarded message:

From: John Hill [REDACTED]
Date: October 5, 2021 at 8:15:51 PM CDT
To: Chris Carter [REDACTED]
Subject: Re: Final update below that can be used in the amendment application

Btw I spoke to Tim Sutton today and he is on board. I told him that we would send him an email so that he could respond with his support. His email is [REDACTED]. Please reach out to him.

Thanks for your help.

Sent from my iPad

**AN ORDINANCE APPROVING THE FINAL PLAT OF HIDDEN OAKS
LOCATED AT SOLAMERE DRIVE, PARK CITY, UTAH**

WHEREAS, the owners of the property known as Hidden Oaks petitioned the Planning Commission for approval of a revision to the final plat; and

WHEREAS, proper notice was sent and the Planning Commission held a public hearing to receive input on the proposed conversion on April 26, 1995; and

WHEREAS, it is in the best interest of Park City to approve the final plat; and

WHEREAS, staff supports the revision to the final plat at Hidden Oaks as it reduces the visual impacts of the original plat approval; and

WHEREAS, there is good cause for the revision as the reconfiguration will allow for visual mitigation on Phase II; and

WHEREAS, neither the public nor any person will be materially injured by the proposed plat revision;

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

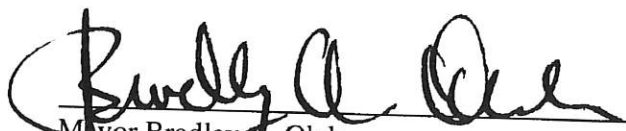
SECTION 1. The Hidden Oaks final plat is approved as shown on the attached Exhibit A with the following conditions:

1. Prior to plat recordation the final plat shall be reviewed and approved by the City Engineer, City Attorney, and City Council. The final plat shall reflect the designated utility and roadway easements as reviewed and approved by the City Engineer.
2. Prior to plat recordation the applicant shall post a security, for all phases, in a form acceptable to the City Attorney, in an amount equal to 125% of the cost of public improvements as estimated by the City Engineer.

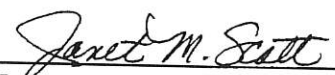
SECTION 2. This Ordinance shall take effect immediately.

DATED this 11th day of May, 1995.

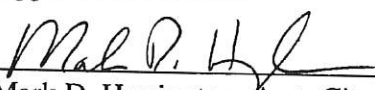
PARK CITY MUNICIPAL CORPORATION


Mayor Bradley A. Olch

Attest:


Janet M. Scott, Deputy City Recorder

Approved as to form:


Mark D. Harrington, Asst. City Attorney



The Great Wall of China

John Williams

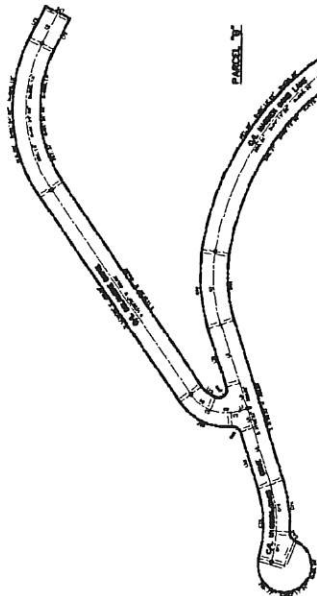
Orchestra

Violins I, Violins II, Violas, Cellos, Double Basses, Flutes, Oboes, Clarinets, Bassoons, Trumpets, Trombones, Tuba, Euphonium, Timpans, Snare Drum, Cymbals, Triangle, Gong, Chimes, Harp, Piano, and other instruments.

[illegible]

THE
JOURNAL OF THE
ROYAL ANTHROPOLOGICAL INSTITUTE

TABLE 1. SUMMARY DESCRIPTION

[illegible]

DATE _____

David L. Davis, President

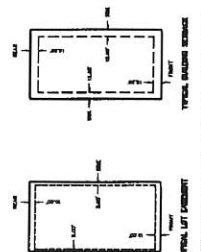
ACKNOWLEDGMENT

THE

11

STATION NUMBER

- The following table shows the results of the experiments conducted on the effect of the concentration of the solution on the rate of reaction. The concentration of the solution was varied from 0.1 M to 0.5 M, and the rate of reaction was measured by the time taken for the reaction to complete. The results show that the rate of reaction increases with increasing concentration of the solution.



HIDDEN OAKS AT DEER VALLEY

PHASE 1
A SUBDIVISION LOCATED IN SECTION 10, TOWNSHIP 2 SOUTH,
RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN.

1. NAME

PROGRESS DRAWING 5-3-95

RECORDED

STATE OF UTAH COUNTY OF SUMMIT AND FILED

AT THE REQUEST OF _____

DATE _____ TIME _____ BOOK _____ PAGE _____

FEE _____ REC'D _____

COUNCIL APPROVAL AND ACCEPTANCE
APPROVAL AND ACCEPTANCE BY THE PARK CITY
COUNCIL THIS _____ DAY OF _____,
1935 A.D.,
BY _____ MAYOR

CERTIFICATE OF ATTEST
 WHEREBY THIS RECORD OF SURVEY
 WAS APPROVED BY PARK CITY
 COUNCIL THIS _____ DAY
 OF _____, 1995 A.D.
 BY _____
 PARK CITY RECORDER

APPROVAL AS TO FORM
APPROVED AS TO FORM THIS _____
DAY OF _____, 1995 A.D.
BY _____
PARK CITY ATTORNEY

ENGINEERS CERTIFICATE
FIND THIS PLAT TO BE IN
ACCORDANCE WITH INFORMATION ON
RECORD IN MY OFFICE THIS
_____ OF _____, 1985 A.D.
BY _____
PARK CITY ENGINEER

PLANNING COMMISSION
APPROVED BY THE PARK CITY
PLANNING COMMISSION THIS _____
DAY OF _____, 1995 A.D.
BY _____ CHAIRMAN

BY _____ S.D.S.D.,
 REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN SEWER
 IMPROVEMENT DISTRICT STANDARDS ON THIS _____
 DAY OF _____, 1995 A.D.

P.O. BOX 2664
323 MAIN STREET
PARK CITY, UTAH 84060
(801) 648-9467

SURVEYOR'S CERTIFICATE

I, the undersigned, being a duly qualified and licensed Surveyor of the State of Missouri, do hereby certify that the foregoing is a true and correct copy of the original survey as shown to me by the owner thereof, and that the same is in accordance with the records of the Surveyor General of the State of Missouri.

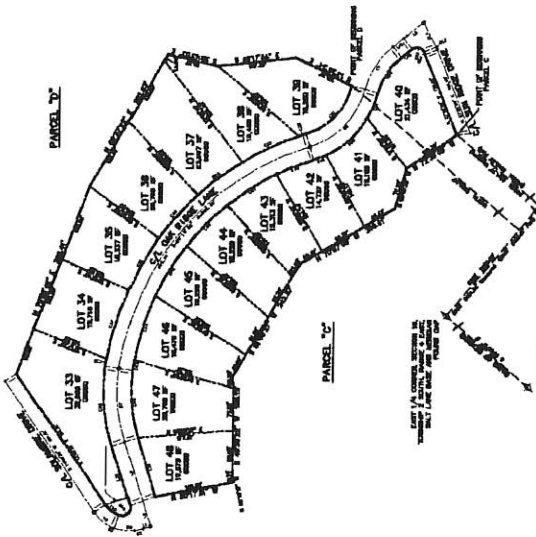
DATE OF SURVEY: 10/10/1995

PANEL 'C' SUBMITTAL DESCRIPTION

The following is a description of the land shown on the attached map, which is a true and correct copy of the original survey as shown to me by the owner thereof, and that the same is in accordance with the records of the Surveyor General of the State of Missouri.

PANEL 'D' SUBMITTAL DESCRIPTION

The following is a description of the land shown on the attached map, which is a true and correct copy of the original survey as shown to me by the owner thereof, and that the same is in accordance with the records of the Surveyor General of the State of Missouri.



LEGEND
A SURVEY INSTRUMENT TO BE SET
BY - STREET ADDRESS



NOTES

1. The Surveyor General of the State of Missouri has approved this survey and has caused the same to be recorded in the records of the Surveyor General of the State of Missouri.
2. The Surveyor General of the State of Missouri has approved this survey and has caused the same to be recorded in the records of the Surveyor General of the State of Missouri.
3. The Surveyor General of the State of Missouri has approved this survey and has caused the same to be recorded in the records of the Surveyor General of the State of Missouri.
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9. The Surveyor General of the State of Missouri has approved this survey and has caused the same to be recorded in the records of the Surveyor General of the State of Missouri.
10. The Surveyor General of the State of Missouri has approved this survey and has caused the same to be recorded in the records of the Surveyor General of the State of Missouri.

NO.	NAME	ADDRESS	CITY	STATE	ZIP
1	ALLEN	1234	ST. LOUIS	MO	63101
2	BROWN	5678	ST. LOUIS	MO	63102
3	CHAMBERLAIN	9012	ST. LOUIS	MO	63103
4	CLARK	3456	ST. LOUIS	MO	63104
5	COOPER	7890	ST. LOUIS	MO	63105
6	DAVIS	2345	ST. LOUIS	MO	63106
7	EDWARDS	6789	ST. LOUIS	MO	63107
8	FERGUSON	0123	ST. LOUIS	MO	63108
9	GILBERT	4567	ST. LOUIS	MO	63109
10	GRANT	8901	ST. LOUIS	MO	63110
11	GREEN	2345	ST. LOUIS	MO	63111
12	HARRIS	6789	ST. LOUIS	MO	63112
13	HARTMAN	0123	ST. LOUIS	MO	63113
14	HENDERSON	4567	ST. LOUIS	MO	63114
15	HILL	8901	ST. LOUIS	MO	63115
16	HUGHES	2345	ST. LOUIS	MO	63116
17	JACKSON	6789	ST. LOUIS	MO	63117
18	JAMES	0123	ST. LOUIS	MO	63118
19	JONES	4567	ST. LOUIS	MO	63119
20	KELLEY	8901	ST. LOUIS	MO	63120
21	KIM	2345	ST. LOUIS	MO	63121
22	KOCH	6789	ST. LOUIS	MO	63122
23	KRUEGER	0123	ST. LOUIS	MO	63123
24	LANE	4567	ST. LOUIS	MO	63124
25	LEWIS	8901	ST. LOUIS	MO	63125
26	LYNCH	2345	ST. LOUIS	MO	63126
27	MAHER	6789	ST. LOUIS	MO	63127
28	MANN	0123	ST. LOUIS	MO	63128
29	MARSH	4567	ST. LOUIS	MO	63129
30	MARTIN	8901	ST. LOUIS	MO	63130
31	MATTHEWS	2345	ST. LOUIS	MO	63131
32	MCNEIL	6789	ST. LOUIS	MO	63132
33	MCNEIL	0123	ST. LOUIS	MO	63133
34	MCNEIL	4567	ST. LOUIS	MO	63134
35	MCNEIL	8901	ST. LOUIS	MO	63135
36	MCNEIL	2345	ST. LOUIS	MO	63136
37	MCNEIL	6789	ST. LOUIS	MO	63137
38	MCNEIL	0123	ST. LOUIS	MO	63138
39	MCNEIL	4567	ST. LOUIS	MO	63139
40	MCNEIL	8901	ST. LOUIS	MO	63140
41	MCNEIL	2345	ST. LOUIS	MO	63141
42	MCNEIL	6789	ST. LOUIS	MO	63142
43	MCNEIL	0123	ST. LOUIS	MO	63143
44	MCNEIL	4567	ST. LOUIS	MO	63144
45	MCNEIL	8901	ST. LOUIS	MO	63145
46	MCNEIL	2345	ST. LOUIS	MO	63146
47	MCNEIL	6789	ST. LOUIS	MO	63147
48	MCNEIL	0123	ST. LOUIS	MO	63148
49	MCNEIL	4567	ST. LOUIS	MO	63149
50	MCNEIL	8901	ST. LOUIS	MO	63150
51	MCNEIL	2345	ST. LOUIS	MO	63151
52	MCNEIL	6789	ST. LOUIS	MO	63152
53	MCNEIL	0123	ST. LOUIS	MO	63153
54	MCNEIL	4567	ST. LOUIS	MO	63154
55	MCNEIL	8901	ST. LOUIS	MO	63155
56	MCNEIL	2345	ST. LOUIS	MO	63156
57	MCNEIL	6789	ST. LOUIS	MO	63157
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ACKNOWLEDGMENTS

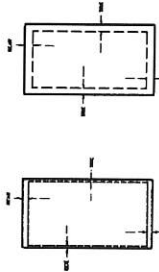
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THE **NEW** **YORK** **PUBLIC** **LIBRARY**

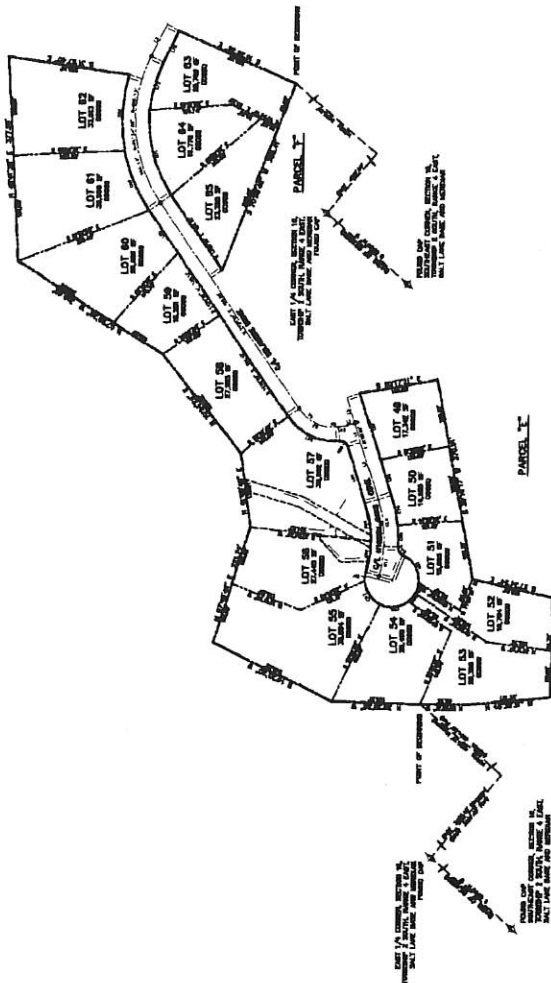
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State of Utah)
County of Summit

History Points	_____
Characteristics Explain	_____
Conclusion of	_____



TYPICAL LOT EASEMENT
 TYPICAL BUILDING SETBACK
 (SEE NOTES FOR ADDITIONAL SETBACK AND EASEMENT INFORMATION)

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RECEIVED - STREET ADDRESS
 ANNULLED - YES
 LINE 28 IS UNRECORDED ADDRESS *

CONTROL NOTES:

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JOB NO. 4-6-84 VC\B\PT803

ENGINEERING INC.
P.O. BOX 2664
323 MAIN STREET
PARK CITY, UTAH 84040
(801) 648-8467

HIDDEN OAKS AT DEER VALLEY

PHASE 3

A SUBDIVISION LOCATED IN SECTIONS 10, TOWNSHIP 2 SOUTH,
RANGE 4 EAST, SALT LAKE BASE AND MERIDIAN.

PROGRESS DRAWING 5-3-95

PAGE 1 OF 1

RECORDED
STATE OF UTAH COUNTY OF SUMMIT AND FILED
AT THE REQUEST OF _____ PAGE _____
DATE _____ TIME _____ BOOK _____

COUNCIL APPROVAL AND ACCEPTANCE
APPROVAL AND ACCEPTANCE
COUNCIL THIS _____ DAY OF _____
1995 A.D.

BY _____ MAYOR

CERTIFICATE OF ATTEST
I CERTIFY THIS RECORD OF SURVEY
MAP WAS APPROVED BY PARK CITY
COUNCIL THIS _____ DAY
OF _____, 1965 A.D.
BY _____ PARK CITY RECORDER

PROVAL AS TO FORM
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OF, 1995 A.D.
 BY PARK CITY ATTORNEY

ENGINEERS CERTIFICATE
FIND THIS PLAT TO BE IN
CONFORMANCE WITH INFORMATION ON
FILE IN MY OFFICE THIS _____
OF _____, 1995 A.D.
BY _____
PARK CITY ENGINEER

PLANNING COMMISSION
APPROVED BY THE PARK CITY
PLANNING COMMISSION THIS
DAY OF _____, 1995 A.D.
BY _____
CHAIRMAN

UNIVERSITY BASIN SEWER IMPROVEMENT DISTRICT
REVIEWED FOR CONFORMANCE TO SINGERSVILLE BASIN SEWER
IMPROVEMENT DISTRICT STANDARDS ON THIS _____
DAY OF _____, 1995 A.D.
BY _____ S.B.S.I.D.

ANNUAL ENGINEERING INC.
P.O. BOX 2564
323 MAIN STREET
PARK CITY, UTAH 84040
(801) 648-8467

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Jenny Diersen

Submitting Department: Sustainability

Item Type: Staff Report

Agenda Section:

Subject:

Consideration to Approve the 2022 Sundance Film Festival Supplemental Plan and Level Five Event Permit
(A) Public Hearing (B) Action

Suggested Action:

Attachments:

[Sundance Supplemental Plan Staff Report](#)

[Exhibit A: 2022 Sundance Film Festival Special Event Permit DRAFT](#)

[Exhibit B: 2022 Sundance Film Festival Analysis](#)

[Exhibit C: Special Event Application, Sundance Venues & Sponsors, Use Matrix, Sustainability Commitment](#)

City Council Staff Report

Subject: 2022 Sundance Film Festival Supplemental Plan Approval
Author: Jenny Diersen
Department: Special Events & Economic Development
Date: December 16, 2021
Type of Item: Administrative

Recommendation

Hold a public hearing and approve the 2022 Sundance Film Festival (Festival) Supplemental Plan and Level Five Event Permit (Exhibit A).

Executive Summary

After creating a one-time-only virtual Festival in 2021 due to pandemic impacts, Sundance Institute (Sundance) has gone through an extensive process adapting the 2022 Festival to a hybrid model focused on accessibility, health, and safety. Council should review and consider approving recommended changes from the 2020 Supplemental Plan as outlined in the Analysis. All operations, including those that are status quo from the 2020 Festival, are outlined in Exhibit B.

Background

Founded in Utah in 1981, Sundance is a long-standing partner and local nonprofit organization in Park City. The Festival is the premier North American film festival and has been a central part of Park City's identity. Sundance and the Festival reinforce unique cultural experiences and significant economic vitality for Park City, the state of Utah, and independent film enthusiasts from around the world.

City Service Agreements have been used as a tool for managing significant events that benefit from long-term planning, create cultural, community, and economic value, and balance community impacts. These agreements outline each party's service scope, including contract length, City services, financial assistance, use, and lease terms of City facilities and property.

The City holds a [City Service Agreement](#) (Agreement) with Sundance to host the Festival for ten days each January in Park City through 2026. Annually, as part of the Agreement, the Council retains authority to review and either approve or deny proposed material changes ([background](#)). Supplemental Plans will *follow plans for the previous Festival unless changes are mutually acceptable and promote the efficient and successful operation of the Festival. Failure to agree on changes to Supplemental Plans will result in the use of the prior year's Supplemental Plan.*

On [December 10, 2020](#) (report p.176, [minutes](#) p. 8), in response to COVID-19, Council approved a reduced Festival scope for one-year only. The approved changes reduced the Festival from a Level Five event to a Level Two event. Sundance moved the Festival dates, reduced the event to a seven-day program, and created a virtual platform. In 2021, the City approved:

- The removal of a requirement to hold 70% of the Festival in Summit County;
- No use of City-owned venues;
- One theatre, the Ray, limited to 50 people;
- Installation of banners on Main Street and some sponsor displays;
- Production of an online morning program with a check-in with Park City and Utah; and
- No enhanced transportation or security services.

On October 7, 2021, a Staff Communication previewed 2021/22 [Winter Special Event Planning](#) which included the Festival. On [November 18, 2021](#), (report p. 6, minutes not yet published) Council provided preliminary support for one-way circulation plans throughout the ten-day Festival, but with administrative discretion to revert to normal circulation patterns if not needed after the first five days.

Analysis

Sundance has gone through an extensive process adapting the 2022 Festival to a hybrid model focused on accessibility, health, and safety. However, Sundance's plan for a hybrid 2022 was designed to provide the most flexibility for film patrons delivering access both online and in person. The in-person Festival returns to a more traditional scope in terms of venues, sponsor, and partner activity. Staff finds the Festival 2022 supplemental plans meet the requirements of a Level Five Special Event Permit (Exhibit A) according to section [4A of the PCMC code](#) and the Agreement. All event operations, changes from 2020, and a full analysis of the Festival, including items that are status quo from 2020 are included in Exhibit B. Below is a summary and recommended changes for the 2022 Supplemental Plan.

Sundance Changes (Exhibit C) – supported by the City.

Dates:

The Festival is being held during its contractual dates, Thursday, January 20 to Sunday, 30, 2022. Operations will occur from Monday, January 3 to Saturday, February 5.

Official Festival Sponsors.

- New Official Sponsors of the Festival include AMC+, DoorDash, XRM Media, Aflac, Rabbit Hole Bourbon and Rye, Michelob Ultra, White Claw Hard Seltzer, NPR, Shadow and Act (Blavity), and Vulture.
- The following are no longer Official Sponsors of the Festival: Lyft, High West, Sundance TV, Fire TV, AT&T, Stella Artois, GEICO, Hulu, The New York Times, Wall Street Journal.

Venue/Sponsor Changes - City/Public Property include:

- 528 Main / Park City Museum will be an Official Sponsor Venue – Canon.
- MARC will not be used as Sundance has decided to scale back theatres (2022 only).
- Switchback Sports building previously located at Bonanza will not be used for storage (the building has been demolished).
- Flagpole Lot will not be used for a community bonfire (this activity is not planned this year) but may return in 2023.

- Bob Wells Plaza will not be used for Acura Village (2022 only), as Acura is moving to a brick-and-mortar space at 364 Main. There is no need for a noise exemption due to the change.
- Old Maverick Gas Station at the Bonanza Art Park site, the Galleria Lot, and Miners Hospital will be programmed for proof of vaccination and COVID-19 testing.
- Miners Park – In addition to the traditional Acura display, an outdoor screen will showcase Festival content and feature an Instagram wall/Festival step-and-repeat for photo opportunities.
- Bear Bench Plaza – In addition to traditional sponsor giveaways, an Instagram wall/Festival step and repeat will highlight one of Park City's favorite public art pieces, the Bear Bench.
- Kimball Art Center – was demolished and moved to private property therefore will no longer be used as a venue in the City.
- Basin Recreation will not be used as a venue in the County.

Venue Changes - Private Property:

- Temple Har Shalom will not be used as a venue in the County.
- New Official Sponsor Venues include:
 - 364 Main / Old Elegante - Acura and IMBdPro
 - 447 Main / No Name Saloon – Direct TV
 - 675 Main / Kimball Terrace - Warner Media
 - 628 Park / Old Church Public House - Audible, and Variety
 - 890 Main / Mustang - Netflix
 - 1800 Park Avenue / DoubleTree Hotel – U of U Health

Programs:

- Chase Food Truck will hold pop-ups for three days (1/21 to 1/23 from 4 to 6 p.m.) for cardholders in the Galleria Lot on Swede Alley from 4 to 6 p.m. This has been done in the past but did not occur in 2020.
- Food Truck at The Craft (space next to Walgreens) from 1/21 to 1/25.
- ASCAP Music Café will be a digital online program.
- Sundance is committed to improving experiences for audiences and artists of all abilities. Sundance considers “inclusion and accessibility the drivers of institutional excellence and aims for our programs and platforms to reflect these core values at every level.” It is Sundance's practice to:
 - Provide closed captioning for all screenings, and audio description whenever possible;
 - Offer sign language interpretation for any event upon reasonable request;
 - Conduct ongoing accessibility audits of all Sundance-hosted in-person and online venues; and
 - Provide comfortable and easy access for how to request an accommodation or offer feedback and meet the request as best Sundance can.

Health and COVID-19 precautions:

[Sundance COVID-19 protocols](#) are designed to provide the safest possible experience for the residence of Summit County and all Festival attendees and will be adjusted when/if needed to adhere to current requirements issued by the World Health Organization. The Institute hired Yasmin Abbyad (an experienced epidemiologist) and

has been working diligently with Summit County Health Department, who reviewed the Special Event Application, which included COVID-19 plans. Sundance presented their COVID-19 plans to the Health Board at the December 6 meeting. Sundance has proactively planned and incurred costs to exceed [state health recommendations regarding events](#).

In addition to COVID-19 testing and vaccine verification at private properties including Sundance Institute Offices, Sheraton (Festival HQ), and the Prospector for Festival attendees, staff, volunteers, contractors, filmmakers, press, and panelists. There will be three City Property locations available to the public:

1. Galleria Lot;
2. Old Maverik Gas Station on Kearns and Bonanza (the City recommends taking on snow removal costs for this during Sundance estimated at \$3,000, which is covered within existing budget from Economic Development; and
3. Miners Hospital Main Floor.

Sundance may have additional testing/vaccine locations become available. If they do, staff will use their administrative authority to review and approve and provide further updates to Council and the community in final communication and outreach.

City Operational Changes (Exhibit B) – supported by Sundance

One Way Circulation Plans

Based on the [success of the one-way Park Avenue circulation plan from 2020](#), and [preliminary input from Council on November 18, 2021](#), Staff recommends expanding circulation pattern including Park Avenue (one way north), Swede Alley (one way south), and Main Street (one way north) from Thursday, January 20 to Friday, January 30.

The City hired Fehr & Peers, who completed a [peer review](#) of circulation plans, recommends Council defer authority about when to revert to normal circulation patterns to the Police Chief and City Engineer. Residents with an access pass, public safety/emergency, public works, Sundance venue staff, and transit will be allowed to travel in both directions on Park Avenue, which will remain in place all ten days of the Festival. Only emergency services will be allowed to travel in both directions on Swede Alley and Main Street. HPCA and Sundance are supportive and will work with the City to help communicate circulation changes.

Drop and Loading

There is no parking or drop and loading on Main Street. Drop and load areas are available for anyone dropping and loading (no staging or parking allowed) and do not require a permit or specific brand of plaque. The City has taken on operations of all drop and load areas at the following locations:

1. South Marsac Lot;
2. Ninth Street Turn Around;
3. Behind Park City Museum on Swede Alley;
4. Brew Pub North section of the Lot; and
5. Near Courchevel on Main on Heber Avenue.

While the City had staffing in drop and loading areas in 2020, without Lyft as a sponsor, the operations and communications of drop and load areas fall solely to the City. Drop and Load areas will be managed by Kane Security.

Transit

The City's free transit system is imperative to mitigate impacts and improve safety, access, and circulation during the Festival. Sundance has been working in close collaboration with the City and County to develop transit plans for the 2022 Festival.

With the reduction in several theatre venues (MARC, DoubleTree, and Temple), Transit can provide service from Richardson Flat Park and Ride from 7 a.m. to 2 a.m. with 15-minute frequency, all 10 days of the Festival (previously this service was required to be provided by Sundance). As other venues may come back in future years, staff will have to prioritize transit routes during those times and may not be able to take on the Richardson Flat route, which is a requirement to mitigate impacts of the Festival.

At the [request of HPCA](#), Transit can offer a 30-minute frequency direct service from Homestake parking lot to Main Street from 7:45 a.m. to 2:35 p.m. January 20 to 24 and January 28 to 29. During these times, On-Demand service will not be available at Homestake. On-Demand Service will be offered from January 25 to 27 when the shuttle is not running, as well as other nearby existing lines, and the Guaranteed Ride Home program will remain.

Parking

Parking has made several changes to the Festival price structure (Exhibit B). This includes lowering the cost of parking to \$50 a day on Saturday (previously \$60) and offering a dynamic rate Tuesday to Thursday of the Festival, with a base rate beginning at normal parking rates (free until 5:00 pm, then \$3/hour/\$18 max).

Bob Wells Plaza (39 parking spaces) will be used for ADA parking, 20-minute curbside pickup and drop off, and snow storage since Bob Wells Plaza will not be used for Acura's Festival Village.

Police

Public Safety is vital to the success of the Festival. Sundance has been coordinating with the Police Department on this year's plans including focusing on safety, COVID-19, or transportation. During the pandemic, Sundance took on a new Safety and Belonging taskforce and has updated its policies and code of conduct. We are working together to train our employees on these policies.

Outreach

City staff has a significant and comprehensive outreach program planned for the Festival. The first week of January, door-to-door outreach to old town residents and merchants, including HPCA and the business community will be conducted. Additional public information and a community guide will be published on the City's website in English and Spanish, shared with Sundance, community partners, contact lists, and local media (such as KPCW, PCTV, and Park Record).

Funding

Included in the approved FY21 budget, City service costs are waived up to defined levels and included within current budgets, pursuant to the [City Services Agreement](#). The only additional costs are an estimated \$32,000 for one-way circulation plans management and an additional \$3,000 for snow removal at the Maverick. Fortunately, departmental budgets can accommodate these requests at this time.

Attachments

Exhibit A: Draft Special Event Permit

Exhibit B: Analysis of Operations During Sundance Film Festival

Exhibit C: Sundance Film Festival Special Event Application, Official Venues and Sponsors, Use Matrix and Sustainability Commitment



DRAFT SPECIAL EVENT PERMIT & 2022 SUPPLEMENTAL PLAN

Type of Permit: Level 5 Special Event & 2022 Supplemental Plan
Event Name: 2022 Sundance Film Festival
Event Date(s): Thursday, January 20 through Sunday, January 30, 2022
Event Location: Various locations throughout Park City
Permittee: Sundance Institute
Contact Person: Tina Graham, Associate Director, Festival Operations
Approved By: City Council of Park City
Approval Date: December 16, 2021

The Park City Council has approved the annual Supplemental Plan and Level Five Special Event Permit for the 2022 Sundance Film Festival as part of the current City Services Agreement that was executed on October 30, 2013. The 2022 Sundance Film Festival is to be held at various locations throughout Park City and will be held January 20 to 30, 2022, with set up and break down of the event will occur between January 3 and February 6, 2022. This annual Supplemental Plan and Level Five Special Event Permit has been issued under the authority described within the Park City Municipal Code Section 4A based on the following Findings of Fact, Conclusions of Law, and Conditions of Approval:

Findings of Fact:

1. The 2022 Sundance Film Festival will be held Thursday, January 20 through 30, 2022. Set up and break down of the event will occur between January 7th and February 10th, 2022. Use Area Matrix, Operations Plan, Transportation and Parking Plans, Insurance and Hold Harmless Waiver as required of this permit shall be attached to this permit as an exhibit to this permit.
2. Sundance Film Festival provides positive economic, cultural and community value and aligns with the goals as outlined in the Park City General Plan. The cultural event creates a complete community through its core values and partnerships in Park City with both businesses and the community as a whole and provides diversity, uniqueness and is one of the defining events Park City Event Calendar. The event does not unreasonably restrict existing public access or adversely impact shared space or the public due to the number of events, the nature of the event, or locations. The event is not primarily retail in nature and provides economic benefit to the City through sales tax, overnight visitation, marketing and branding as compared to community impacts and costs of services.
3. The conduct of the Special Event 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 venues as attached to this permit.
4. The conduct of the Special Event 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.
5. The concentration of persons, vehicles, or animals will not unduly interfere with the movement of police, fire, ambulance, and other emergency vehicles on the streets or with the provision of other public health or safety services.
6. The Special Event will not substantially interfere with any other Special Event during the timeframe, or with the provision of City services in support of other events or governmental

functions. There are no other Special Events during the Sundance Film Festival timeframe.

7. The event provides sufficient traffic controllers, signs and other City required barriers and traffic devices, monitors for crowd and safety, safety, health, sanitation and facilities to reasonably ensure that the event will be conducted without creating unreasonable negative impacts to the area with due regard for safety and the environment. Additionally, the event provides adequate transportation, off-site parking, and traffic circulation. The event has provided required insurance and cash deposit to the City, as well as any other services or facilities necessary to ensure compliance with City ordinances.
8. The event does not create the imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
9. The Permittee has obtained approval of other public agencies as required, within whose jurisdiction the event or a portion thereof will occur, and the applicant has obtained approval of private properties of which the event or a portion thereof will occur.
10. The Permittee has been working with City Staff and applicable departments to address operations of the event. The Permittee 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.
11. Staff finds the annual Supplemental Plan for the 2022 Sundance Film Festival is consistent with the measures as outlined in the City Services Agreement as entered into on October 30, 2013 and promotes the City Council's Goals of creating a sense of place. The international event furthers Park City's role as a world-class, multi-seasonal destination resort while maintaining a balance with our sense of community. Sundance helps to support the continued success of the multi-seasonal tourism economy while preserving the community character that adds to the visitor experience. Furthermore, Sundance allows Park City to grow as an arts and culture hub encouraging creative expression.

Conclusions of Law:

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

Conditions of Approval:

1. The permittee, unless otherwise affirmatively agreed in writing, at its' cost, shall incorporate such measures as directed by Staff 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 Permittee.
2. The Permittee, is required to provide supplemental documents including a Transportation and traffic control plan, Contingency plans, Site Identification and Private Property Use Permission, detailed map showing specifics of event operations as described in section 4A-2-11. Such documents shall be reviewed and approved with conditions administratively by the Special Events Manager in coordination with from the Chief of Police, Transportation Manager, Public Works Director, Chief Building Official and Economic Development Manager or their designees.
3. The permittee is required to provide a sufficient number of traffic controllers, signs and other equipment as required by City, not limited to barriers, fencing, traffic devices, monitors for crowd control and safety, and such measures as directed by City, County or State Staff in order to ensure that any safety, health, or sanitation equipment, services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety and the environment, adequate offsite parking and traffic circulation in the vicinity of the event and other services or facilities as necessary to ensure compliance with City ordinances in a plan approved by the Transportation Director, Chief of Police and Chief Building Official in

accordance with the Transportation Demand Management Plan, Park City Risk Assessment and International Building and Fire Code.

4. The permittee is required to submit a waste and recycling plan which will be reviewed and approved in accordance with the PCMC Event Sustainability Standards. Sundance shall report sustainability statistics in the debrief of the event.
5. In accordance with the Transportation Demand Management Plan, the permittee is required to distinguish a transportation and parking plan, including obtaining private property permission or executing lease agreements for such public property use, that utilizes available public parking and can accommodate the anticipated attendance numbers. Parking for shall be identified, managed and secured for ADA, VIP, Staff and Volunteers, and Drop and Go/Taxi/For-Hire Lot, as well as Transit Services provided and managed by the Permittee. Offsite parking areas for spectators and the general public are required with Transit Service secured by the permittee at the Park City School District and/or Resort properties and the permittee must provide such proof of permission to the City. Such plans shall be reviewed and approved by the Chief of Police and Transportation Planning Manager. Access to area businesses, public facilities residential homes must be maintained at all times.
6. The permittee has not requested an exemption to the noise ordinance 6-3-11, Any sound shall be kept to the noise levels as outlined in section 6-3-9 of the Municipal Code. The permittee shall work to orient noise activities to minimize sound impacts to the neighboring residents, businesses and public facilities. If a complaint is received by Park City Police Department, the police department will investigate the complaint. If asked by the Park City Special Event staff or Police Department, the permittee shall turn noise down to mitigate concerns of noise from surrounding residents, businesses or public facilities. The permittee shall provide on-site management for each aspect of the event and shall be responsible to ensure that the sound system maintains level adjustments not to exceed provisions of the Park City Noise levels.
7. The Permittee is responsible for assisting the City in an outreach and communication plan, including event impact information in a form to be approved by the Special Events Manager to surrounding businesses and residents no later than January 10, 2022.
8. The permittee shall provide with a final plan for the 2022 Sundance Film Festival, which includes final site plans, transportation, security/public safety and parking management plans including details of the operations for venues as required by the Economic Development Manager, Chief of Police and Transportation Planning Manager no later than December 31, 2021.
9. The Permittee, is required to provide waiver and release of damages and indemnification insurance coverage in an amount as required by the Special Events Manager or the City Attorney's Office, including \$2,000,000 per occurrence/ \$4,000,000 aggregate general liability, \$2,000,000 Auto Liability each accident, combined single limit (hired/non owned/owned), and \$2,000,000 Liquor Liability and Proof of Workers Compensation in the amounts of \$500,000 per accident, \$500,000 disease each employee, \$500,000 disease policy limit. Such policies shall further name Park City Municipal Corporation as additional insured. The permittee shall further indemnify the City from liability occurring at the event except for any claim arising out of the sole negligence or intentional torts of the City or its employees as described in section 4A-2-10 and 4A-2-4.F. The insurance must name Park City Municipal Corporation shall be named as additionally insured and for any claims related to this permit, the Permittee's insurance coverage shall be primary insurance coverage as respects to PCMC, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by PCMC, its officers, officials employees, or volunteers shall be excess of the Permittee's insurance and shall not contribute with it. The Worker's Compensation policy shall be endorsed with a waiver of subrogation in favor of the Entity for all work performed by the Permittee, its employees, agenda and subcontractors.

10. All plans for tents, stages and other temporary structures as well as flammable materials shall be submitted and approved by the Building Department no later than January 14, or no less than one week prior to the first day of set up for each Sundance Theatre, Official Sundance Venue or Official Sponsor Venue.
11. The Permittee is responsible for maintaining a staff and volunteers plan for their venues. Venue Managers contact list shall be provided to the Special Events Manager and Economic Development Manager.
12. The Permittee's use of barricade and signage will be in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) for the duration of the event.
13. All third party approvals including the Park City School District, Summit County and State of Utah, permit approvals required for this event shall be secured by January 19, 2022 and submitted to Park City Municipal Corporation.
14. The Permittee will provide an official Sundance Venue and Sponsor list and sign plan for the event. If Sundance adds a Sponsor after approved by City Council in the Supplemental Plan the Economic Development Manager may approve additional Sponsors at venues with minimal impacts. Any sponsors that are added after Council approval that cause substantial impacts may shall be approved by City Council at a subsequent meeting. Sundance venues and Sponsors using City Property (Use Areas) are outlined in the City Property Use Matrix.
15. All sign plans shall comply with the Park City Municipal sign code and be reviewed by the Parks and Planning Departments.
16. The 2022 Sundance Film Festival will operate for eleven (11) days, Sundance Institute reserves the right to review and make recommendations regarding the approval of any other Special Event Permit during this time.
17. Sundance estimates overall attendance of the Sundance Film Festival in 2022 in Park City will be 75,000 (state wide 125,000). Sundance shall modify operations as directed by Staff to address any substantive change in conditions created by the growth in attendance to the event with regards to maintaining public safety, traffic and transportation impacts to the City.
18. Sundance will address any requirements from the Chief Building Official, and Public Safety Personnel regarding placement of emergency staff and equipment. Sundance will submit an Emergency Operations Plan to be coordinated with Park City Police, Emergency Management and Park City Fire District.
19. The Park City Special Events, Police, Fire, Building Official/Fire Marshal and Emergency Management Departments have the right to cancel the event upon any condition, violation or weather that jeopardizes the life, safety or property of the residents or visitors of Park City.
20. The approval identification provided with the approval of this permit must be in possession of the permittee at all times and must be made available for inspection when requested by City authorities or the public. The permittee is responsible for providing a schedule of events, and access to any site for purposes of Code Enforcement or Public Safety as outlined by Park City Municipal Code 4A-2-4.

PASSED AND APPROVED this Thursday, the 16th Day of December, 2021.

PARK CITY MUNICIPAL CORPORATION

City Manager, Matt Dias

Attest:

Michelle Kellogg, City Recorder

Approved as to form:

Mark D. Harrington, City Attorney

Attachments:

- A City Property Use Area Matrix & Leases
- B Sundance Official Venues, Sponsors and Events
- C Transportation & Parking Plans
- D Certificate of Insurance
- E Hold Harmless Agreement

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Exhibit B: Analysis of Operations During the 2022 Sundance Film Festival

Each year, the supplemental plan for the annual Sundance Film Festival is amended to recognize changes from the previous year per the long term [City Services Agreement](#). Unless affirmatively modified by both parties, supplemental plans for future Festivals will follow the plan for the previous Festival. Due to the size and scope of the event, a large coordinated effort occurs between every City Department, Sundance Institute and many community stakeholders in order to both support opportunities and mitigate challenges during the event. Staff has been coordinating with Sundance to gain perspective from many stakeholders thought outreach efforts, as well as create mitigation for the supplemental plans for the 2022 Festival. After creating a one-time-only virtual Festival in 2021 due to pandemic impacts, Sundance Institute (Sundance) has gone through an extensive process adapting the 2022 Festival to a hybrid model focused on accessibility, health, and safety.

Event Timeline and Operations

The Sundance Film Festival will be held from January 20 to 20 2022. Set up and breakdown will occur between January 3 and February 10. Festival and Official Sponsor Activities will occur daily during the dates indicated above between 7:00 a.m. and 2:30 a.m. Set up and breakdown for the festival will occur as described specifically for each venue as described in the Property Use Matrix included Exhibit C.

- The 2022 FIS World Cup at Deer Valley will be held January 12 to 14 and will begin before the Sundance Film Festival due to Olympic scheduling.
- All Official Sundance Venues are listed in Exhibit C, and will be attached to the Special Event Permit.

Venue/Sponsor Changes - City/Public Property include:

- 528 Main / Park City Museum will be an Official Sponsor Venue – Canon.
- MARC will not be used as Sundance has decided to scale back theatres (2022 only).
- Switchback Sports building previously located at Bonanza will not be used for storage (building has been demolished).
- Flagpole Lot will not be used for a community bonfire (this activity is not planned this year) but may return in 2023.
- Bob Wells Plaza will not be used for Acura Village (2022 only), as Acura is moving to a brick-and-mortar space at 364 Main. There is no need for a noise exemption due to the change.
- Old Maverick Gas Station at the Bonanza Art Park site, the Galleria Lot, and Miners Hospital will be programmed for proof of vaccination and COVID-19 testing.
- Miners Park – In addition to the traditional Acura display, an outdoor screen will showcase Festival content and feature an Instagram wall/Festival step-and-repeat for photo opportunities.
- Bear Bench Plaza – In addition to traditional sponsor giveaways, an Instagram wall/Festival step and repeat will highlight one of Park City's favorite public art pieces, the Bear Bench.
- Kimball Art Center – was demolished and moved to private property therefore will no longer be used as a venue in the City.
- Basin Recreation will not be used as a venue in the County.

Official Festival Sponsors.

- New Official Sponsors of the Festival include AMC+, DoorDash, XRM Media, Aflac, Rabbit Hole Bourbon and Rye, Michelob Ultra, White Claw Hard Seltzer, NPR, Shadow and Act (Blavity), and Vulture.
- The following are no longer Official Sponsors of the Festival: Lyft, High West, Sundance TV, Fire TV, AT&T, Stella Artois, GEICO, Hulu, The New York Times, Wall Street Journal.

Venue Changes - Private Property:

- Temple Har Shalom will not be used as venues in the County.
- New Official Sponsor Venues include:
 - 364 Main / Old Elegante - Acura and IMBdPro
 - 447 Main / No Name Saloon – Direct TV
 - 675 Main / Kimball Terrace - Warner Media
 - 628 Park / Old Church Public House - Audible, and Variety
 - 890 Main / Mustang - Netflix
 - 1800 Park Avenue / DoubleTree Hotel – U of U Health

Programs:

- Chase Food Truck will hold pop-ups for three days (1/21 to 1/23 from 4 to 6 p.m.) for cardholders in the Galleria Lot on Swede Alley from 4 to 6 p.m. This has been done in the past but did not occur in 2020.
- Food Truck at The Craft (space next to Walgreens) from 1/21 to 1/25.
- ASCAP Music Café will be a digital online program.
- Sundance is committed to improving experiences for audiences and artists of all abilities. Sundance considers “inclusion and accessibility the drivers of institutional excellence and aims for our programs and platforms to reflect these core values at every level.” It is Sundance’s practice to:
 - Provide closed captioning for all screenings, and audio description whenever possible;
 - Offer sign language interpretation for any event upon reasonable request;
 - Conduct ongoing accessibility audits of all Sundance-hosted in-person and online venues; and
 - Provide comfortable and easy access for how to request an accommodation or offer feedback and meet the request as best Sundance can.

Health and COVID-19 precautions:

[Sundance COVID-19 protocols](#) are designed to provide the safest possible experience for the residence of Summit County and all Festival attendees and will be adjusted when/if needed to adhere to current requirements issued by the World Health Organization. The Institute hired Yasmin Abbyad (an experienced epidemiologist) and has been working diligently with Summit County Health Department, who reviewed the Special Event Application, which included COVID-19 plans. Sundance presented their COVID-19 plans to the Health Board at the December 6 meeting. Sundance has proactively planned and incurred costs to exceed [state health recommendations regarding events](#).

In addition to COVID-19 testing and vaccine verification at private properties including Sundance Institute Offices, Sheraton (Festival HQ), and the Prospector for Festival attendees, staff, volunteers, contractors, filmmakers, press, and panelists. There will be three City Property locations available to the public:

1. Galleria Lot;
2. Old Maverik Gas Station on Kearns and Bonanza (the City recommends taking on snow removal costs for this during Sundance estimated at \$3,000, which is covered within existing budget from Economic Development; and
3. Miners Hospital Main Floor.

Sundance may have additional testing/vaccine locations become available. If they do, staff will use their administrative authority to review and approve and provide further updates to Council and the community in final communication and outreach.

Changes to City Operations – Recommended by Staff, not specifically requested, but supported by Sundance

City Parking Plans (including rates and locations) –

The Municipal code states the following in section [9-1-5 Regulation Not Exclusive](#)

The parking regulations established by this Title (Parking Code) are not all encompassing, and additional regulations may be established by posting permanent or seasonal signs stating the additional regulation imposed, or by police officers directing traffic during periods of heavy traffic volume or during periods of emergencies, or during special events as designated by the City Manager.

After the debrief of the 2019 Sundance Film Festival, with many transportation changes, it was clear that with specific input and feedback from the Historic Park City Alliance, we needed to focus on parking rates during the Festival. Staff has continued to work with HPCA and individual merchant outreach through summer events and leading to the Festival. In combination with that engagement, as well as with the data and analysis of last year's Festival and summer events, staff recommends the following parking rates during the Film Festival. We believe we will strike a better balance between bringing business back to merchants on Main Street the second half of the Festival, while maintaining transportation management.

2022 Sundance Parking Rate Proposed	
Thursday	\$40 Flat Fee
Friday & Saturday	\$50 Flat Fee
Sunday & Monday	\$40 Flat Fee
Tuesday to Thursday	Normal Peak Rates - Free until 5 p.m., after 5 p.m., first hour free, \$3/hr, max \$18; may explore dynamic rates which means we would increase hourly cost if garage gets busy -daily fill of 75% Backup rate is \$5/hour \$30 max.
Friday & Saturday	\$5/ hour \$30 Max
Sunday	Rates back to normal
2022 Merchant Parking Areas Proposed	
Business, Carpool, Employee	North Marsac
Business, Carpool, Employee	Gateway
Business, Carpool, Employee	Flagpole
Free - Open to the Public - No Permit Required	Sandridge
Free - No Permit Required	Homestake w existing transit connections
Free - No Permit Required	Richardson Flat w/ Transit (all 10 days of the Festival)

Exhibit B: Analysis of Operations During the 2022 Sundance Film Festival

Bob Wells Plaza (39 parking spaces) will be used for ADA parking, 20-minute curbside pickup and drop off, and snow storage since Bob Wells Plaza will not be used for Acura's Festival Village.

Traffic Circulation Changes:

These changes are recommended by City Staff (Transportation Planning, Parking, Transit, Police, Engineer, Building, Special Events & Economic Development) whose goals have focused specifically on changes to reduce residential impacts, and increase transit priority, and ensure emergency access

Based on direction from Council in 2019, Staff has evaluated numerous changes to the Festival transportation plan aimed at increasing public safety, reducing impacts on residential neighborhoods and increasing capacity through a transit first priority. While staff has looked at the "Olympic model", without the major budgets adjustments and satellite parking lots, significant increase in transit fleet and commensurate levels of programming on Main Street, this plan can't be replicated at the current scale of the Festival. Staff instead, focused on operational changes within the existing system that create one ways traffic flows, and reduce access to residential oriented streets and enhance transit access and throughput.

Based on the [success of the one-way Park Avenue circulation plan from 2020](#), and [preliminary input from Council on November 18, 2021](#), Staff recommends expanding circulation pattern including Park Avenue (one way north), Swede Alley (one way south), and Main Street (one way north) from Thursday, January 20 to Friday, January 30.

The City hired Fehr & Peers, who completed a [peer review](#) of circulation plans, recommends Council defer authority about when to revert back to normal circulation patterns to the Police Chief and City Engineer. Residents with an access pass, public safety/emergency, public works, Sundance venue staff, and transit will be allowed to travel in both directions on Park Avenue, which will remain in place all ten days of the Festival. Only emergency services will be allowed to travel in both directions on Swede Alley and Main Street. HPCA and Sundance are supportive and will work with the City to help communicate circulation changes.

One way street directionality (same as in 2020)

- 4th and 5th Streets - east only further deter traffic from Main Street turning into the residential district.
- Hillside Ave. - One Way West (towards Main Street) to further deter traffic from Main Street entering the residential district and should reduce a large portion of trips on Hillside and reduce the aggravated 2 way traffic on this street. This includes adding possible security at Swede and Main with signage to deter south bound traffic from entering the residential district. Emergency vehicles, City Fleet and Old Town residents would be able to maintain 2-way access.
- Park Avenue (King Road to DV Drive) - One way north to create a flow out of town . Doing so will fundamentally reduce nonresidents from trying to use northern old town to circumvent the system (ie backdoor to Main Street). Exempt (still allowed to travel south bound): Emergency vehicles, PCMC Transit; Residential and Business owners w/access passes; Sundance Festival Venues w/access passes. Staff will work closely with Sundance Institute to ensure Sundance has access to the four venues on Park Ave (Library, the Shop, Miners Hospital and Recreation Building). Additionally staff recommends continuing traffic mitigation at Park Ave and Deer Valley Drive/Empire to further reduce traffic on Park, and continuing Kane security locations to ensure cut through traffic is mitigated. Removal of parking from the east side of Park Avenue is now permanent (pilot program in 2020) will help with snow removal and allow transit better access on narrow roadways. Resident only parking will be on the west side of the street. We will complete outreach with residents to ensure residents that depend on Street

Exhibit B: Analysis of Operations During the 2022 Sundance Film Festival

parking (don't have private driveway parking), have adequate access to parking in City Park or on the west side of Park Avenue.

Increased Police presence at key intersections

- Increased police at key intersections around the resort base, at 9th and Park Avenue and at the Park Ave/Empire/Deer Valley Drive and Main and Swede to further deter traffic and in some cases direct traffic. We are also adding additional police presence at Grappa intersection (coupled with Kane Security), Hillside and Lower Main to reinforce traffic patterns.

Additional signage at key intersections

- This includes implementing additional no left or no right turns, and having more clearly marked signs regarding where parking is available.

Continued Outreach with Access Passes to Old Town Residents

- While staff has done extensive outreach distributing access passes, the changes added would require additional outreach and boots on the ground. This has been a 'team work makes the dreamwork' effort, and additional all hands in approach is needed to pull this additional outreach off.

Drop and Loading

There is no parking or drop and loading on Main Street. Drop and load areas are available for anyone dropping and loading (no staging or parking allowed) and do not require a permit or specific brand of plaque. The City has taken on operations of all drop and load areas at the following locations:

1. South Marsac Lot;
2. Ninth Street Turn Around;
3. Behind Park City Museum on Swede Alley;
4. Brew Pub North section of the Lot; and
5. Near Courchevel on Main on Heber Avenue.

While the City had staffing in drop and loading areas in 2020, without Lyft as a sponsor, the operations and communications of drop and load areas fall solely to the City. Drop and Load areas will be managed by Kane Security.

Transit

The City's free transit system is imperative to mitigate impacts and improve safety, access, and circulation during the Festival. Sundance has been working in close collaboration with the City and County to develop transit plans for the 2022 Festival.

With the reduction in several theatre venues (MARC, DoubleTree, and Temple), Transit can provide service from Richardson Flat Park and Ride from 7 a.m. to 2 a.m. with 15-minute frequency, all 10 days of the Festival (previously this service was required to be provided by Sundance). As other venues may come back in future years, staff will have to prioritize transit routes during those times and may not be able to take on the Richardson Flat route, which is a requirement to mitigate impacts of the Festival.

At the [request of HPCA](#), Transit is able to offer a 30-minute frequency direct service from Homestake parking lot to Main Street from 7:45 a.m. to 2:35 p.m. January 20 to 24 and January 28 to 29. During these times, On-Demand service will not be available at Homestake. On-Demand Service will be offered from January 25 to 27 when the shuttle is not running, as well as other nearby existing lines and guaranteed Ride Home program will remain.

City Operations Same as Years Past

Increased Transportation Planning

The Traffic Operations Center (TCC) establishes the proper network and communications systems to integrate with UDOT, Park City Transit, Police and the EOC.

The TCC will oversee and monitor critical ITS and transportation network solutions that will include:

- UDOT Closed Circuit Television Camera Surveillance: provides real-time picture of highway conditions and incidents on routes throughout the highway system and available on the UDOT traffic mobile application and website.
- Road Weather Information System: provides forecasting, real-time information on weather and pavement conditions that can then be relayed to the traveling public, incident management personnel, and UDOT to best prepare for traffic conditions. It should be noted that UDOT recently installed a new station at the intersection of SR 224 and Meadows Drive.
- Variable Message Signs: Update and provide the traveling public with advanced warning and real-time information about road conditions, special event impacts and travel time so the driver can take appropriate action and adjust travel routes and times. Information collected through existing Bluetooth readers will be used to calculate travel times
- Transportation Information Website and Apps: provide real-time information on construction and maintenance projects, road closures, major delays, special events, weather and road conditions, and transit operations.
- Traffic, Transit and Emergency Vehicle Signal Interconnect Coordination: With the recent implementation of Transit and Emergency Signal Priority, the TCC will monitor the traffic signals to allow better access and throughput for traffic, transit and emergency vehicles.

Chain Businesses

Park City has reached a cap of Chain Businesses South of Heber (17), due to one temporary activation. There is still room for chains south of Heber (4).

Environmental Sustainability Plan

Sundance has provided a detailed statement and list of their sustainable commitment which can be found in Exhibit C.

Community Engagement

Staff has been working on community engagement for the 2020 Festival and supplemental plan. While efforts have been scaled back as compared to last year, staff believes such changes will be positively received by residents and the business community. Staff intends to continue outreach leading up to the Festival as we have done in years past.

Staff's outreach efforts are outlined in the Staff report under community engagement. The focus of outreach up to this point has been regarding property use and heavily focused on transportation and parking plans.

HPCA Engagement

Staff provided information regarding Transportation changes to HPCA who supported a five day plan and asked for additional transit to Homestake which has been accommodated. Additional Sundance presented to HPCA in October.

Exhibit B: Analysis of Operations During the 2022 Sundance Film Festival

Information & Outreach

After the Supplemental Plan is approved, staff's focus will shift to Festival operations/implementation and will include the following:

- Continued use of the PCEVENTS text alert system leading up to and during the Festival. During this year's festival we will continue specific Festival Specific Text alert system (FILMFEST), in which Sundance will also help to promote. This text alert system will continue to be used only for emergency and transportation information.
- Local Community Guide posted on website after the Holiday Break (English and Spanish)
- Transportation Impact Map on the City's website by the second week of January (having this up too soon creates confusion).
- Coordination with the Community Engagement Team for Merchant-to-Merchant and Old Town Door to Door residential outreach reminders, HPCA and Chamber Newsletter Reminder, social media outreach and local media interviews. We will continue to push information out to all stakeholders and community partners.

Costs for City Operations

Direct contributions and City service funding necessary to support the SFF comes from the City's General and Transit Funds, both of which are funded through sales tax. Historically, operational cost continue to rise with programming expansion, and so too does sales tax growth.

Increased hours and costs for One Way Circulation Plans and snow removal are covered within departmental budgets (\$35,000). Because of the extraordinary economic and cultural benefit to the community, staff recommends the City cover such costs.

It is also important to note, that the City took on providing transit to Richardson Flats this year which is required service for the Festival. In future years if additional theatres come back, the City may not be able to take on this service or the costs for operating such services.

Item	2022 Increased Cost
One Way Circulation Operations (10-day)	\$32,000
Snow Removal at Arts District for use of Maverick for COVID-19 Testing	\$3,000
Total Costs	\$35,000



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
specialevents@parkcity.org

APPLICATIONS DO NOT CONSTITUTE AS A PERMIT.
PERMITS ARE APPROVED BY THE SPECIAL EVENTS DEPARTMENT OR CITY COUNCIL AFTER COMPLETE APPLICATIONS ARE REVIEWED UNDER PARK CITY MUNICIPAL CODE 4A.

Applications for Level 3, 4, or 5 Special Event Permits are due:

First Friday in December for events occurring between March-June,

First Friday in April for events occurring between July-October, and

First Friday in August for events occurring between November-February.

Events that are determined a 1 or 2 are exempt from these deadlines, but must submit a complete application no later than 30 days prior to an event. **Please Note:** The City reserves the right to restrict the number of event permits annually. Applications for new level 3, 4, or 5 event will not be considered during Peak Time Periods as mentioned in Section 4A-2-3(D). Incomplete applications cannot be reviewed. Applications submitted after the deadlines as described above may be denied. Business/Organization listed as applicant must match the Hold Harmless and Proof of Insurance to be considered for approval. For more information, please visit www.parkcity.org or contact us at specialevents@parkcity.org.

IF YOU HAVE QUESTIONS OR WOULD LIKE TO SCHEDULE A MEETING BEFORE SUBMITTING YOUR APPLICATION, PLEASE CONTACT:

Jenny Diersen	jenny.diersen@parkcity.org	435-615-5188	Chris Phinney	chris.phinney@parkcity.org	435-615-5194
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APPLICATION FEES & EXPENSES

First Amendment Event Permit	\$40.00	• Application levels are determined by the Special Events Department after reviewing complete applications.
Level 1 Special Event Permit	\$40.00	• Additional fees for other city services will be estimated and provided to the applicant upon request and receipt of a complete application.
Level 2 Special Event Permit	\$80.00	• Applicants may incur additional expenses from other city, county, or state jurisdictions.
Level 3 Special Event Permit	\$160.00	• Fee reductions for city services are considered bi-annually. Fee reduction applications are due on:
Level 4 Special Event Permit	\$320.00	
Level 5 Special Event Permit	\$640.00	

October 1 - for events January 01 to June 30, April 1 - for events July 01 to December 31

AS THE APPLICANT YOU UNDERSTAND & AGREE TO THE FOLLOWING:

- ☒ To insure prompt and accurate processing of your application, ensure that all supplemental materials and documentation accompany your application. Failure to do so will constitute an incomplete application and may delay review and approval processes. I understand a complete application shall include this application plus transportation, parking, and traffic control plan, weather/emergency plan, waste and recycling plan, staff and volunteer plan, community impact outreach and notification plan, vendor or concession plan, sponsor and marketing plan, noise exemption request, site map, and permission for use of properties, as mentioned in Park City Municipal Code 4A-2-3(G), in addition to contingency plan, operations plan, planned rest areas, water, and toilet facilities, and will ensure that participants obey the conditions of the Special Event Permit and all other generally applicable traffic laws, lights, and signs as stated in Section 4A-2-11(B).
- ☒ Park City Municipal Corporation requires a certificate of insurance in an amount to be determined by the City Attorney's Office according to Section 4A-2-10 of the Park City Municipal Code. Submitting incomplete application information may delay the ability to determine the amount required. The amount of insurance required by the City Attorney's office is final and the applicant shall be required to submit proof of coverage including naming Park City Municipal Corporation, 445 Marsac, P.O. Box 1480, Park City, Utah 84060 as additionally insured prior to the start of any event activity.
- ☒ After the application is evaluated, the applicant will be responsible for providing proof that he or she has obtained other permits as necessary from city, county, or state agencies.
- ☐ I understand that as the applicant, I will assume and reimburse the City for any and all costs and expenses determined by Park City Municipal Corporation. Park City Municipal Corporation may require a deposit to cover such expenses. I may incur costs from other departments or other jurisdictional agencies. I understand I can request an estimate of City Services for the event upon submitting a complete application and that should I choose to, I can request a reduction of fees for some services as pertains to Park City Municipal Code 4A-2-9 through the bi-annual fee reduction application and process.
- ☒ I understand I am able to request a meeting with the Special Events Department prior to submitting an application and that this application does not constitute as a valid permit. I understand that permits are approved by the Special Events Department or City Council in writing after complete applications are reviewed under the Standards for Permit Approval in Park City Municipal Code 4A-2-4.

APPLICANT AND SPONSORING ORGANIZATION INFORMATION

NAME OF EVENT: Sundance Film Festival		DATE(S) OF EVENT: January 20 - 30, 2022	
FIRST TIME EVENT:	Yes ☒ No ☐	ANNUAL EVENT:	Yes ☒ No ☐
ANNUAL EVENT THAT WILL BE THE SAME AS LAST YEAR:		Yes ☒ No ☐	
ANNUAL EVENT THAT WILL HAVE CHANGES FROM LAST YEAR:		Yes ☒ No ☐	
NAME OF APPLICANT (FIRST & LAST): Tina Graham			
TITLE / POSITION: Director, Production & Operations Strategy			
BUSINESS / ORGANIZATION NAME: Sundance Institute			
IS BUSINESS / ORGANIZATION A REGISTERED NON-PROFIT?:		Yes, a copy of IRS paperwork is attached ☒	No ☐
MAILING ADDRESS FOR BUSINESS / ORGANIZATION: 1500 Kearns Blvd Suite B110			
CITY, STATE, ZIP: Park City Utah 84060			



Park City Municipal Corporation

Special Event Permit Application

Special Events Department
City Hall, Third Floor
445 Marsac Avenue
P.O. Box 1480
Park City, Utah 84060
specialevents@parkcity.org

ONE DAY EVENT HOUR(S)			
EVENT START TIME: 8:00am		EVENT END TIME: 2:00am	
EVENT SET-UP DATE: Starts Wed January 12th, 2022		EVENT BREAK-DOWN DATE: January 31 - Feb 2, 2022	
EVENT SET-UP TIME(S): All Day		EVENT BREAK-DOWN TIME(S): All Day	
MULTIPLE DAY EVENT HOUR(S)			
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE: multiple locations		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		BREAK-DOWN DATE:	
SET-UP TIME(S):		BREAK-DOWN TIME(S):	
INCLEMENT WEATHER INFORMATION			
DAY:	DATE:	START TIME:	END TIME:
EVENT SET-UP DATE:		EVENT BREAK-DOWN DATE:	
EVENT SET-UP TIME(S):		EVENT BREAK-DOWN TIME(S):	
☒	No inclement weather date is required and the event will be held rain or shine. I understand the event may be cancelled or postponed by the city due to hazardous or damaging conditions.		
EVENT ATTENDANCE			
IF ANNUAL EVENT: Hard to say during a pandemic #50,000-70,000 in PC			
TOTAL EVENT ATTENDANCE OF PREVIOUS YEAR: no in-person event in 2021		TOTAL DAILY EVENT ATTENDANCE OF PREVIOUS YEAR: no in-person event in 2021	
ESTIMATED # OF PARTICIPANTS:		ESTIMATED # OF VENDORS:	
ESTIMATED # OF SPECTATORS: #50,000 - #70,000 in PC		ESTIMATED # OF VOLUNTEERS: 1700	
ESTIMATED # OF STAFF: 140		ESTIMATED DAILY ATTENDANCE: ?	
ESTIMATED HIGHEST TOTAL ATTENDANCE AT ONE TIME: 9000 in PC		ESTIMATED HIGHEST TOTAL ATTENDANCE OF ENTIRE EVENT: 70,000 in PC	
☒	I anticipate the event to have an attendance of 500 or more people and understand, as the applicant, I may be required to obtain a mass gathering permit from summit county: http://www.summitcountyhealth.org/		



Park City Municipal Corporation

Special Event Permit Application

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CITY PARKING FACILITIES REQUEST

GENERAL PARKING

HOW MANY PARKING SPACES DOES THE EVENT NEED?

☒ MAIN STREET	☒ CHINA BRIDGE	☒ FLAGPOLE LOT	☒ BREW PUB LOT
☐ SANDRIDGE PARKING LOTS	☒ PARK AVENUE	☒ CITY PARK	☒ MAWHINNEY LOT
☐ QUINNS LOT	☒ RICHARDSON FLATS	OTHER:	

WILL THE EVENT PROVIDE TRANSPORTATION SERVICES TO THE EVENT FROM PARKING AREAS?:

YES NO

WILL THE EVENT HAVE ADA PARKING AVAILABLE?:

☒ YES NO

WILL THE EVENT WILL REQUIRE PARKING REMOVAL?:

☒ YES NO

The event will require parking removal as indicated below, and I will complete a special use of public parking application as required with the Park City Parking Services Department

NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:
NAME OF AREA OR STREETS:	BETWEEN:
START / END TIME:	REASON:

TRANSPORTATION

WILL THE EVENT PROVIDE ALTERNATIVE TRANSPORTATION OPTIONS?

☒ BUS	☐ BIKE	☒ WALK
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NAME OF TRANSPORTATION PROVIDER / COMPANY: Le Bus / Bryan Kopyak

PHONE: 801-975-0202 Ext 301

EMAIL: bryan@lebus.com

☒ THE APPLICANT IS PROVIDING SHUTTLE OR BUS TRANSPORTATION OUTSIDE OF THE CITY'S SCHEDULE AND HAS INCLUDED BUS DROP OFF AREA ON THE SITE MAP ATTACHED WITH THIS APPLICATION.

THE APPLICANT IS PROVIDING BIKE TRANSPORTATION AT THE EVENT AND HAS INCLUDED BIKE PARKING AREAS ON THE SITE MAP WITH THIS APPLICATION.

ADDITIONAL TRANSPORTATION INFORMATION: walking

PUBLIC FACILITY USE

CHECK ALL THAT APPLY:	☒	MINERS HOSPITAL AT CITY PARK	☒	PARK CITY LIBRARY MEETING ROOMS	☒	JIM SANTY AUDITORIUM
	☒	SOUTH CITY PARK	☐	CITY PARK COVERED BBQ AREA	☐	CITY PARK GAZEBO / STAND
	☐	CITY PARK SOFTBALLFIELD	☐	CITY PARK RUGBY FIELD	☐	SKATE PARK AT CITY PARK
	☐	QUINN'S SPORTS COMPL FIELDS	☐	ROTARY PARK	☐	SCHOOL DISTRICT FIELDS
	☐	DIRT JUMP PARK	☐	PARK CITY ICE ARENA	☐	OTHER:
	☐		☐		☐	



Park City Municipal Corporation

Special Event Permit Application

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☒	I HAVE CONTACTED THE PARK CITY FINANCE DEPARTMENT REGARDING REQUIREMENTS FOR BEER & LIQUOR LICENSES.		
☒	I UNDERSTAND THAT THE UTAH DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL MAY REQUIRE OTHER PERMITS.		
WILL FOOD ITEMS BE PRE-PACKAGED?:		☒ YES	☐ NO
WILL FOOD ITEMS BE COOKED ON SITE?:		☒ YES	☐ NO
I UNDERSTAND THAT IF COOKING IS ONSITE, A PARK CITY BUILDING/FIRE PERMIT MAY BE REQUIRED.			
WILL FOOD ITEMS BE PREPARED OFFSITE?:		☒ YES	☐ NO
DESCRIBE ITEMS:			
TEMPORARY SIGNS			
WILL THERE BE TEMPORARY SIGNS AT THE EVENT?:		☒ YES	☐ NO
☐	I HAVE ATTACHED A SIGN PLAN DESCRIBING THE CONTENT, SIZES AND LOCATIONS IN THE CONTINGENCY PLAN.		
SAFETY - SECURITY			
☐	THE EMERGENCY AND SECURITY PLAN HAS BEEN INCLUDED IN THE OPERATIONS PLAN, AS WELL AS CROWD CONTROL, ACCESS, AND FIRST AID. AFTER REVIEW OF THIS APPLICATION, REQUIREMENTS FOR EMTS, FIRE, AND POLICE SERVICES WILL BE DETERMINED AS PART OF THE CONDITIONS OF APPROVAL OF THIS EVENT. THE SPECIAL EVENTS DEPARTMENT WILL BE ABLE TO GIVE THE APPLICANT AN ESTIMATE OF SUCH CITY SERVICE REQUIREMENTS UPON REQUEST.		
THE EVENT WILL HAVE AMPLIFIED SOUND:		☒ YES	☐ NO
THE EVENT WILL REQUIRE LAW ENFORCEMENT SERVICES BEYOND ROUTINE PERIODIC PATROL:		☒ YES	☐ NO
COMMUNICATION NEEDS			
WILL THERE BE INSTALLATION OF AN ANTENNA FOR COMMUNICATION NEEDS?:		☒ YES	☐ NO
☒	INSTALLATION OF AN ANTENNA FOR COMMUNICATION IS INDICATED IN THE SITE PLAN WITH SPECIFICATIONS.		
MARKETING OF EVENT			
PROPER MARKETING OF YOUR EVENT IS VITAL TO ITS SUCCESS. PLEASE CONTACT THE PARK CITY CHAMBER FOR ADDITIONAL INFORMATION AND ASSISTANCE: www.visitparkcity.com			
☒	I HAVE CHOSEN TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.		
☐	I HAVE CHOSEN NOT TO LIST INFORMATION REGARDING MY EVENT ON THE PARK CITY CHAMBER'S WEBSITE.		
WHO IS THE TARGET MARKET FOR THIS EVENT?:		all filmgoers, locals, all invited to participate in some way.	
WHERE IS THE TARGET MARKET FOR THIS EVENT?: (choose all that apply)			
☒ LOCAL	☒ REGIONAL	☒ NATIONAL	☒ INTERNATIONAL
WILL THIS EVENT BE FILMED AND TELEVISED?: (choose all that apply)			☐ YES ☐ NO
☒ LOCAL	☒ REGIONAL	☒ NATIONAL	☒ INTERNATIONAL
PLEASE LIST ALL ADVERTISEMENT INCLUDING MEDIA COVERAGE, NEWSPAPER, AND MAGAZINES:			
MEDIA (RADIO/TV):			
NEWSPAPER:			
MAGAZINES:			
OTHER:			
PLEASE SELECT RANGE OF MARKETING BUDGET:			
☐ \$100 OR UNDER	☐ \$100 - \$500	☐ \$500 - \$1,000	☒ \$1,000 - \$2,500
		☒ ABOVE \$2,500	



PARK CITY MUNICIPAL CORPORATION

Special Event Hold Harmless
and Indemnification Agreement

This Hold Harmless and Indemnification Agreement must be completed and returned to the Special Event Manager ten (10) working days prior to the event or the event will be cancelled.

PLEASE PRINT:

Sundance Institute

Name of Business/Organization

Sundance Film Festival

Name of Special Event

January 20-30, 2022

Date(s) of Event

Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to Park City Municipal Corporation that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid legal agreement and binding on such party and enforceable in accordance with its terms.

The person signing this Agreement represents and warrants to Park City Municipal Corporation that it has insurance coverage in place that covers the scope of activities associated with this event. This person further represents and warrants that the insurance coverage limits meet or exceed the coverage required to obtain this permit.

For and in consideration of Park City Municipal Corporation (PCMC) issuing a permit permitting the use of City streets and/or City owned/public property for the conducting of an event to be held as reported above, hereby agrees to defend, hold harmless, and indemnify PCMC, its officers, agents, servants, employees, and their successors, from and against all claims, loss, or demands for damages, including claims for loss of life, personal injury or wrongful death and/or damage to property arising out of the conduct of said Special Event as defined by Title 4 of the Park City Municipal Code, and further agrees that Applicant is indemnifying and holding harmless PCMC irrespective of whether the scope or limits of Applicant's insurance policies adequately cover any of the aforementioned claims or demands.

Sundance Institute

Name of Business/Organization

Signature

Betsy Wallace

Name Printed

Managing Director

Title

1500 Kearns Blvd Suite B110

Park City, Utah 84060

Address and Phone Number



Outdoor Special Event Emergency Operations Plan (EOP)

IMPORTANT – PLEASE READ THIS DOCUMENT IN ITS ENTIRETY

This outdoor special event emergency operations plan (EOP) is meant to train event volunteers/personnel as well as to create a more specific EOP for events. It is the event organizer/responsible party's duty to train event personnel in the following potential emergencies and to make sure that all key and supervisory event personnel are documented on the attached section with a number to contact them at during the event, their assignment and its location. With this event EOP, a map of all areas that the event will encompass is included. It outlines the area of the event, evacuation routes and ingress/egress for emergency personnel.

Fire & Medical Emergencies

Police, Fire and Ambulance will respond based on the initial call. Police personnel are trained in first aid and can provide stabilization until the ambulance arrives.

In Case of a Medical Emergency:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information). Give the nature of emergency,
2. Location (Your specific site location),
3. Your name and phone number where you can be called back,
4. Do not move victim unless absolutely necessary,
5. And stay on the telephone until the Dispatcher has all needed information and allows you to hang up.

In Case of a Fire:

1. Call 911 (Stay on the telephone if possible until the dispatcher has all needed information).
2. Give the nature of emergency and the location. Stay on the phone long enough to answer any questions the dispatcher might have. This will ensure that proper equipment and personnel respond. Police will provide rescue, traffic, communications and crowd control.
3. Alert people in the immediate vicinity to evacuate to safest designated areas. [SEE ATTACHED MAP(S)]
4. Use fire extinguisher if the fire is small and you have been trained in how to operate the device.
5. Never breathe the smoke from fire. Stay low and crawl if necessary to avoid it. Smoke from some plastics and other common materials are toxic. Stay upwind so combustion products will blow away you.
6. **DO NOT REENTER THE AREA.** If a life may be in jeopardy, notify the professionals and let them enter with proper equipment. A significant number of fire fatalities result when people who have successfully evacuated a fire area return to retrieve a valued item or to search for someone missing.

Weather Related Emergency

The on-site event organizer will be responsible for determining if weather conditions become a hazard to personnel/patrons at the activity. Choose the safest alternative.

Before Any Event:

Before any event, the on-site event organizer shall research types of weather that may occur during the particular time of year the event is scheduled. Once potential hazardous weather or conditions are identified, mitigation, preparedness and training efforts will be included in the event planning.

Lightning:

In the event of weather conditions with the potential of lightning activity, careful monitoring of the weather dynamics is required. Such factors as the developing cloud patterns in the area, the lightning, and thunder activity should be considered. In conditions where there is observable thunder and lightning, outdoor activities shall be suspended until thunder can no longer be heard.



Outdoor Special Event Emergency Operations Plan (EOP)

IMPORTANT – PLEASE READ THIS DOCUMENT IN ITS ENTIRETY

- Be aware of streams, drainage channels, and other areas known to flood suddenly.
- Let participants know not to walk through moving water. Six inches of moving water can make you fall.
- Let participants know not to drive in flooded areas. If floodwaters rise around a car, abandon it. Move to higher ground.

Ice Storm:

Ice storms are caused by liquid precipitation freezing on cold surfaces and leads to the gradual development of a thickening layer of ice. The accumulation of ice during the storm can be extremely destructive. Trees and vegetation can be destroyed and ice can down power lines, causing loss of heat and communication lines. Because ice storms are usually slow developing, the on-site event organizer will monitor the weather before, during, and after the event. Mitigation efforts may include sanding or salting walkways, stairways, and roads, shortening the event, or offering shuttle service to minimize the number of cars and/or pedestrians on hazardous roadways.

Blizzard:

- Find a dry shelter. Cover all exposed parts of the body
- If shelter is not available:
 - Prepare a lean-to, wind break, or snow cave for protection from the wind.
 - Build a fire for heat and to attract attention. Place rocks around the fire to absorb and reflect heat.
 - Do not eat snow. It will lower your body temperature. Melt it first.

Earthquake:

The danger of an earthquake is high however it is unknown when such earthquake will happen. Should the large earthquake that's predicted happen (that is a 7.0 magnitude in the valley), it may result in a 5.6-5.8 magnitude here in Park City and surrounding areas. Precautions should be in place should the earthquake occur and event personnel should be aware of the danger and the procedures for safety and evacuation.

- Initially Drop Cover and Hold On
- Stay calm and await instructions from emergency personnel or a designated official.
- Keep away from overhead fixtures, windows, filing cabinets, and electrical power.
- Assist people with disabilities in finding a safe place.
- Evacuate as instructed by a designated official. Be aware of falling objects as you exit a structure or hazards on the ground or in the area.

2022 Sundance Film Festival - Theater/Venue Locations

Park City Theaters

Eccles Theatre

1750 Kearns Blvd., Park City

Egyptian Theatre

328 Main Street, Park City

Holiday Village Cinema

1776 Park Avenue, Park City

Library Centre Theatre

1255 Park Avenue, Park City

Prospector Square Theatre

2200 Sidewinder Road, Park City

The Ray

1768 Park Avenue, Park City

Redstone Cinemas

6030 Market Street, Park City

Non Theater Venues (Park City)

Arastra Park City (Q&A filmmaker space)

2041 Sidewinder Drive

Festival Headquarters

Sheraton Park City

1895 Sidewinder Drive, Park City, UT

Filmmaker Lodge

550 Main Street (2nd floor), Park City, UT

The Craft (previously New Frontier Central)

950 Iron Horse Drive, Park City, UT

The Shop

1167 Woodside Ave, Park City, UT

The Box At The Ray (lower level)

1768 Park Ave, Park City, UT

Partner Panels

Park City Main Box Office/

Pass Office / Chase Sapphire Box Office

Gateway Center

136 Heber Ave (1st floor)

Festival Stores

Eccles Theatre

1750 Kearns Blvd

Festival Headquarters

1895 Sidewinder Drive (1st floor),

Merchandise Store (Lower Main St)

523 Main Street

Internal (Back of House Space)

Miner Hospital (office for venues, transpo and production)

1354 Park Avenue, Park City UT

Rec Center - City Park (storage)

1400 Sullivan Rd, Park City UT

Sundance Institute - (Park City year round office)

1500 Kearns Blvd Suite B110 Park City UT

Iron Horse Warehouse - (year round)

1150 Iron Horse Drive

Warner Media	WarnerMedia Lodge and Terrance Adding the Barber shop on the Ex Zoom patio	660 Main St. 675 Main St.
XRM Media (NEW)	XRM MediaLounge Duration - Friday to Monday	751 Main Street
Sustaining Sponsors	Main Street Venue	Address
Aflac (NEW)	Aflac Venue(Name TBD)	268 Main (Rockwell Listening Room)
Audible	The Variety Studio, presented by Audible Planned Duration - Friday to Monday	628 Park Ave
Canada Goose	Canada Goose Basecamp Friday 1/21- 1/30 12-6pm Daily	558 Main St.
Canon	Canon Creative Studio	528 Main (PC Museum)
Dell Technologies	N/A - online attendance only	
IMDbPro	The IMDb Studio at Acura Festival Village	364 Main St.
Rabbit Hole Bourbon and Rye	No Venue Planned	
Southwest Airlines	No Venue Planned	
Michelob Ultra (replaced Stella Artois)	No Venue Planned	
Unity	No Venue Planned	
UofU Health	No venue Planned	
White Claw Hard Seltzer (NEW)	White Claw Lounge on Main	608 Main Street
Media Sponsors	Main Street Venue	Address
The Atlantic	No Venue Planned	
IndieWire	The IndieWire Studio Presented by Dropbox - with Adobe	625 Main St.
LA Times	LA Times HQ with WarnerMedia Activating panels with Chase Sapphire	660 Main St. (WarnerMedia) 573 Main St. (Chase) (Claimjumper)

MASTER FESTIVAL LICENSE & CITY SERVICES AGREEMENT CITY PROPERTY USE MATRIX

Sundance Film Festival 2022 USE AREAS

Use Area	Address	Use Period *	Intended Use	Type of Use	Basic City Services	Access Control	Traffic Control
Santy Auditorium of Park City Public Library and Education Center, all associated furnishings, fixtures, and equipment; including projection booth & projector, North Field, 16 parking spaces, courtyard and sponsor car display	1255 Park Avenue	Wednesday January 12th through Thursday, February 3rd	Screening venue, tents (Press and Wait list) and operational parking and propane storage, car display	Parking – Nonexclusive (except 16 reserved via permit; All others – Exclusive	Park City shall maintain regular Cleaning, Waste Removal and snow and ice removal inside and outside the use area. In addition, Park City shall clear snow, ice and debris from the field & courtyard for placement of Sundance's Tent & other activities.	Sundance and Park City	Sundance and Park City
Library Rooms 301, 201, 101, North Conference Room & Community Room	1255 Park Avenue	Thursday January 20th through Tuesday, February 1	Concessions/ Hospitality; Wait list Line; Box Office, kiosk, volunteer use, storage	Parking – Nonexclusive (except 16 reserved via permit; All others – Exclusive	Same as above	Sundance and Park City	Sundance and Park City
Mawhinney Parking Lot	Park Avenue	January 19 - January 30, 2022	Overflow parking Area	Parking – exclusive via permit in the west half of lot (26 spaces); otherwise public	Park City shall maintain regular, Cleaning, Waste Removal and snow and ice removal inside and outside the use area.	Sundance and Park City	Sundance and Park City
Miners Hospital -Entire building with option of pavilion and surrounding park areas. All Parking around facility during the festival.	1354 Park Avenue	October 15, 2021– February 28, 2022	Sundance Festival Office space and Covid Testing	Parking – Exclusive- adjacent to Recreation and Miners; Other - Nonexclusive	Park City shall maintain regular, Cleaning, Waste Removal and snow and ice removal inside and outside the use area.	Sundance	Sundance and Park City
PCMC Recreation Building – Entire building	1354 Park Avenue	December 1, 2021 – February 28, 2022	Sundance Storage or other Sundance use	Currently use as storage	Park City shall maintain regular, Cleaning, Waste Removal and snow and ice removal inside and outside the use area.	Sundance	Sundance and Park City
Miners Park on Main Street	Main Street	Festival Dates (Tuesday January 18th-	Sundance Film Festival or	Sponsor Product Placement (Acura) and Daily	Park City shall maintain regular, Cleaning, Waste Removal and snow and ice	Sundance	Sundance

North Marsac Parking Lot	Marsac Avenue	January 23th – February 3rd , 2020	Public Safety and Emergency Management	Command Center	Park City shall post and maintain Public Safety parking spaces in North Marsac.	Park City	Park City
Brew Pub Parking Lot South & North after January 27	Swede Alley	January 23 through February 3rd, 2020	Snow Storage, Drop and Load Area, ADA Parking & UHP Parking	Communications and Snow Storage	Park City shall place the barricades, provide snow removal and place "no parking" signs.	Park City	Park City
12th Street between Park & Norfolk, Woodside between 11th & 12th	Woodside/12th	The Shop activation	Traffic mitigation	Traffic mitigation and noise reduction for events at The Shop	Park City shall place and enforce road closure, "No Parking-Tow Enforced" & Detour" signage on barricades as per the operations plan. Sundance shall provide additional staffing during peak event times.	Sundance/Park City	Park City
Old Maverick (a section of building as approved by city)	Kearns and Bonanza	January 13 - Feb 1	Covid-19 testing area	Community Testing during the festival	Have an indoor place that is convenient for patrons to get tested during the festival.	Park City	Sundance/Park City
Richardson Flat Park n Ride	Richards on Flat Road	January 19 - January 31, 2022 (TBD)	Park N Ride Lot, & Bus staging area	Park N Ride Lot, Bus staging area	LeBus to use Richardson Flat for all bus staging needs during the festival including washing and overnight storage. Park City shall provide waste management, cleaning and snow removal operations.	Park City	Park City



sundance FILM FESTIVAL 2022

Sustainability Commitment and Activities

Sundance Institute is committed to reducing its environmental impact during the Sundance Film Festival and throughout the year. The Institute's sustainability plan is focused on lowering energy consumption, reducing waste streams and conserving natural resources. Inviting guests into a small mountain town each January is not without its environmental challenges; however it is our belief that every person can make a difference.

At the Festival, Sundance Institute's environmental sustainability initiatives include: reducing bottled water waste; increasing recycling stations at all venues and theatres; and encouraging patrons to take shared rides to/from the airport to Park City, use the free shuttle system to travel around town, walk between venues where possible and not rent cars. Supplementing free transportation with electric and biodiesel buses in the shuttle system, encouraging attendees to reduce the environmental impact on their own. Festival experiences, and promoting the environmentally-conscious activities of our sponsor community are some of the ways the Institute is working to reduce its environmental impact.

Lowering Energy Consumption

Shuttle System: A free system of shuttles offers transportation between all Park City theaters and venues. At least six electric buses (possibly more) will be in service during the 2022 Festival, with charging stations in Old Town and Kimball Junction transit centers. A portion of the non-electric shuttles provided through a relationship between Sundance and Park City Transit are fueled by biodiesel.

Ecker Hill Park and Ride: (I-80 & Hwy 224) offers free parking and shuttle service to Kimball Jct, Canyons and PCMR. Ecker Hill is open 365 days a year, with a parking capacity for 100 vehicles, on a first come first serve basis.

Richardson Flat Park and Ride: (Hwy 40 & Hwy 248) offers free parking and shuttle service every 15 minutes to Prospector Theatre with connecting service to all Park City theatres and venues. Open from Thursday January 20th through Saturday, January 29th, 7am - 2:30am. Richardson Flat has a capacity for 400+ vehicles.

Walking Trails: A well-marked and maintained system of walking paths and sidewalks, shown on the Festival website, allows attendees to walk safely between the Festival's theatres and venues in Park City.

The Craft: A space for artists to come together around the present and future of artistic practice, located directly behind The Ray Theatre which helps with patron walkability within the theatre district. Resulting in less cars on the roads.

Reducing Waste Streams

Reducing Bottled Water Waste: For the 13th year Sundance Institute is partnering with official Festival partners - Presenting Sponsors Acura and Chase Sapphire, to provide free, reusable water bottles. The Festival provides hydration stations at all official venues, events, and theaters where patrons can refill their bottles. *30,000 + reusable plastic water bottles were distributed at the 2020 Sundance Film Festival. We encourage people to bring back bottles for the 2022 Sundance Film Festival. If they forget they can pick-up the 2022 reusable bottles.

Hydration Stations are supported by Acura and Chase Sapphire, providing water for over 25,000 water bottles for Festival staff, filmmakers, volunteers, and patrons.

Digital Online Film Guide which enables audience members to explore all the latest programming and talks can be accessed by computers and other digital devices.

Mobile Festival Application will be available to all patrons to download for free onto their mobile devices. The

During the Festival, the Institute offers complimentary tickets to environmentally-focused films to local groups as a way to foster community dialogue on important issues. Groups we provide tickets to for the Sundance Film Festival include Swaner EcoCenter, Recycle Utah, EATS (Eat Awesome Things At School), Utah Clean Energy, Summit Land Conservancy, and the Utah Society for Environmental Education.

Year-round Commitments to Sustainability

Office Recycling: In addition to our efforts at the Festival, Sundance Institute promotes sustainability year-round.

Our office works with Curb It Recycling Company to offer paper and plastic recycling. They come on a weekly basis to collect our recyclable materials which allows our office to keep up a steady pace with our recycling needs. We also collect and recycle batteries and light bulbs at Recycle Utah. The Institute recycles approximately 18,000 pounds each year. We strive to purchase office supplies that are either partially or fully made from recycled material such as printer paper, tri-fold paper towels and toilet paper. This year we have made an effort to reduce disposable and single use plastic products from staff events, using reusable materials where possible.

Utah Climate Week: For the past few years, Sundance Institute has partnered with local organizations including Park City Municipal Corporation's Environmental Sustainability Department to offer a free Park City community screening as part of Utah Climate Week. These screenings have included an opportunity for community members to participate in a post-film discussion with local leaders about the impacts of climate change in our own neighborhoods and steps that individuals can take to address these issues in their daily lives.

Council Agenda Item Report

Meeting Date: December 16, 2021

Submitted by: Clint Mcaffee

Submitting Department: Public Utilities

Item Type: Staff Report

Agenda Section:

Subject:

Request to Authorize the Mayor to Execute a Memorandum of Agreement in a Form Approved by the City Attorney, to Continue Leasing Surplus Water to Weber Basin through Provisions in the Western Summit County Project Master Agreement

Suggested Action:

Attachments:

[Surplus Water Lease Staff Report](#)

[Exhibit A: Memorandum of Understanding 2022](#)

[Exhibit B: Links to Western Summit County Project Master Agreement](#)

[Exhibit C: Excess Capacity, Surplus Water and Demand Schedule](#)



City Council Staff Report

Subject: Western Summit County Project – Surplus Water Lease
Author: Clint McAfee
Department: Public Utilities
Date: December 16, 2021
Type of Item: Administrative

Recommendation

Staff recommends Council authorize the Mayor to execute a Memorandum of Agreement “MOA” (Exhibit A), in a form approved by the City Attorney, to continue leasing surplus water to Weber Basin through provisions in the Western Summit County Project Master Agreement “MA”.

The two main benefits of leasing surplus water are: 1) it delays a large regional water importation and/or storage project, and 2) it provides a new source of revenue to reduce future water rate increases for Park City Water’s customers.

The price set for surplus water reflects the cost of delivery and ensures the cost is similar to what Park City’s water customers are paying. For 2022, the estimated surplus water charge will be \$9.39 per 1,000 gallons which is similar to Park City’s commercial rate. For comparison to Park City water rates, see Park City’s current rate structure at the following link.

<https://www.parkcity.org/departments/public-utilities/customer-service/water-services/rates>

Background

Council approved a MOA in 2019 for the lease of surplus water to Weber Basin through provisions in the MA. Each year, the MOA will be updated to update the price of surplus water and extend the term by one year until Park City elects to stop leasing surplus water to Weber Basin.

Park City is a party to the MA, which was developed and executed in 2013 to ensure a safe and reliable water supply to the residents of Snyderville Basin and Park City by regionalizing water supply and infrastructure between parties. Links to the MA are provided below in Exhibit B.

As a party to the MA, Park City has the opportunity to continue leasing surplus water to Weber Basin, which Weber Basin leases to other parties to meet growing water demands. As existing platted land is developed, water demand is projected to increase beyond local and existing water source capacity. Once existing water surplus in the Snyderville Basin is exhausted, Weber Basin is obligated to provide supplemental water up to 5,000 acre-feet. Providing supplemental water supply will require Weber Basin to construct a large water importation and/or storage project, which in 2017, was estimated to cost between \$70M and \$100M and would provide water capacity for significant

growth in the Basin. If Park City stops leasing surplus water, a large regional project would likely happen sooner than if Park City continues to lease its surplus water, and water rates would need to be increased more than currently planned.

On an annual basis, each party to the MA is required to provide its 10 year rolling water surplus or water deficiency, whichever is applicable, to Weber Basin, in the form of Exhibit D (Exhibit C below). If an entity declares a water deficiency in years 1 – 5 on Exhibit D, that entity must enter into a perpetual water purchase agreement with Weber Basin. If an entity declares a water surplus in years 1 – 5 on Exhibit D, that entity must enter into a 5 year water sales contract with Weber Basin. Years 6 – 10 are non-binding and intended to provide an indication of longer term water supply and demand in order to determine when a new water source is needed. The MOA is the water sales agreement between Park City and Weber Basin.

Currently, Summit Water is the only party that is under a perpetual purchase contract with Weber Basin, which is being fulfilled by Weber Basin with surplus water purchased from Mountain Regional and Park City. Park City is projected to have adequate surplus to continue leasing water to Weber Basin to fulfill the deficiency. If Park City does not continue leasing its surplus water, Weber Basin will begin planning for the construction of a large water importation project to meet the water supply deficit.

Over the past few years, significant improvements in the Park Meadows Well and Quinns Junction WTP have been made in order to increase their capacity and reliability. These investments were primarily driven by the need to supply water in 2020, 2021, and 2022, while the existing Spiro WTP is being reconstructed.

Park City's total treated water capacity in 2020, 2021, and 2022 is 7,500 gpm. Average peak day treated water demand in the last 5 years is approximately 5,800 gpm. Staff reserves 1,000 gpm of capacity for redundancy in case of water source loss. Accounting for reserved redundant capacity, up to 700 gpm could be leased to Weber Basin in 2020, 2021, and 2022. Once the new 3Kings WTP starts up in 2022 and 2023, Park City's drinking water surplus will significantly increase.

Funding

Revenue generated by the sale of surplus water will be used to fund water system improvements and offset future water rate increases.

Exhibits

Exhibit A: Memorandum of Agreement

- Memorandum of Agreement

Exhibit B: Links to Western Summit County Project Master Agreement

- [1 master agreement executed](#)
- [2 master agreement exhibits a-d](#)

- [3 master agreement exhibits e-j & exhibits \(3\)](#)
- [exhibit list](#)

Exhibit C: Exhibit D – with Park City Surplus Lease

- Exhibit D

Exhibit A

2022 MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (“**MOA**”) is made and entered into this _____ day of _____, 2022, by and between Park City Water Service District, a special service district organized and existing pursuant to the provisions of Utah Code Annotated §17A-2-1301 et seq., 1953, as amended, (the “**District**”), and Weber Basin Water Conservancy District, a water conservancy district organized and existing pursuant to the provisions of §17B-2a-1001 et seq., Utah Code Annotated, 1953, as amended (“**Weber Basin**”). The District and Weber Basin each is a “**Party**” and collectively they are referred to as the “**Parties**.”

RECITALS

WHEREAS, The District and Weber Basin, along with other parties, entered into the Western Summit County Project Master Agreement dated June 26, 2013 (“**Master Agreement**”). This Master Agreement provides Weber Basin with the right to use, wheel and comeingle all Surplus Water of the District, Mountain Regional, and Summit Water. [See Master Agreement ¶2.4].

WHEREAS, The Master Agreement provides Weber Basin with the right to determine, in its sole discretion, which Parties to which it will deliver and sell that Surplus Water. The Master Agreement allows each entity, at its sole discretion, to set the price per acre-foot for which its Surplus Water may be sold. Weber Basin then is authorized to sell that Surplus Water to any Party of the Master Agreement, as determined by Weber Basin in its discretion, for the price established by the Party supplying the Surplus Water. [See Master Agreement ¶2.4].

WHEREAS, Weber Basin is then directed to credit the Party whose Surplus Water is delivered at the rate applicable to that water so delivered.

WHEREAS, As outlined in Paragraph 2.4 of the Master Agreement, this process was established in order to allow Weber Basin “to operate the Western Summit County Project in such manner as Weber Basin deems necessary and proper.” [See Master Agreement ¶2.4].

WHEREAS, under the Master Agreement, Weber Basin is required to construct an interconnect vault and associated facilities in the Quinns Junction area, which will be funded one-third each by Mountain Regional, Summit Water Distribution Company, and the District (“**Interconnect Facilities**”); and,

WHEREAS, pursuant to the Master Agreement, the District agrees to provide surplus water to Weber Basin through the Interconnect Facilities (“**Surplus Water**”).

WHEREAS, on or about April 13, 2021, the Parties entered into a Memorandum of Agreement pertaining to the Surplus Water (the “2021 Agreement”).

WHEREAS, by executing this 2022 Agreement, the Parties desire to amend and restate the terms of their agreement relating to the Surplus Water, and to supersede the 2021 Agreement, and to replace that 2021 Agreement with this 2022 Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Water Lease.

- A. **Surplus Water.** The District agrees to deliver to Weber Basin the Surplus Water identified in **Error! Reference source not found.** through the Interconnect Facilities in accordance with the Master Agreement. Pursuant to the terms of the Master Agreement, Weber Basin agrees to make the Surplus Water available for sale and delivery to another party to the Master Agreement (either Mountain Regional or Summit Water) (a “Purchasing Party”), as selected in Weber Basin’s sole discretion; such water to be marketed and sold at a price equal to the total annual take or pay amount in Figure 1 below. The cost per acre foot shall be adjusted annually based, in part, upon Operation and Maintenance costs, per the Master Agreement [See Master Agreement ¶2.4].

Figure 1 Annual Surplus Water Take or Pay Volumes and Pricing Schedule							
	2020	2021	2022	2023	2024	2025	2026
Annual Volume (acre feet)	50	50	450	450	550	850	1550
Peaking Factor	2	2	2	2	2	2	2
Maximum Flow Rate (gallons per minute)	62	62	558	558	682	1054	1922
Delivery Location	Park City Interconnect - Quinns Area						
Surplus Water Cost per Acre Foot	\$2,882.84	\$2,969.32	\$3,058.40	\$3,150.15	\$3,244.66	\$3,342.00	\$3,442.26
Treatment Redundancy Upgrades - Take or Pay	\$200,000.00	\$200,000.00	\$200,000.00				
Total Annual Take or Pay Amount	\$344,141.77	\$348,466.03	\$1,576,280.07	\$1,417,568.47	\$1,784,561.20	\$2,840,696.96	\$5,335,497.29

- B. **Terms of Delivery.** The total annualized cost for which the Surplus water shall be marketed, sold, and delivered, by Weber Basin to a Purchasing Party, and the total annualized cost to be paid by the Purchasing Party (and credited by Weber Basin to the District) shall be take-or-pay for the full annual water volume in Figure 1.

2. Term. The term of this MOA shall commence on January 1, 2022 and continue for a term of five (5) years, ending December 31, 2026 (“**Term**”). This MOA supersedes the previously signed MOA that was dated April 13, 2021.

3. Binding Effect. The provisions of this MOA shall be binding upon and inure to the

benefit of the Parties hereto and their respective successors and assigns.

Assignment Limited. No assignment or other transfer of this MOA or any part thereof or interest therein shall be valid unless and until approved by all Parties hereto.

4. Attorney's Fees. In the event that this MOA or any provision hereof shall be enforced by an attorney retained by a Party hereto, whether by suit or otherwise, the fees and costs of such attorney shall be paid by the Party who breaches or defaults hereunder, including fees and costs incurred upon appeal or in bankruptcy court.
5. Severability. If any term or provision of this MOA shall, to any extent, be determined by a court of competent jurisdiction to be void, voidable, or unenforceable, such void, voidable or unenforceable term or provision shall not affect the enforceability of any other term or provision of this MOA.
6. Captions. The section and paragraph headings contained in this MOA are for the purposes of reference only and shall not limit, expand or otherwise affect the construction of any provisions hereof.
7. Construction. As used herein, all words in any gender shall be deemed to include the masculine, feminine, or neuter gender, all singular words shall include the plural, and all plural words shall include the singular, as the context may require.
8. Further Action. The Parties hereby agree to execute and deliver such additional documents and to take further action as may become necessary or desirable to fully carry out the provisions and intent of this MOA.
9. Inducement. The making and execution of this MOA has not been induced by any representation, statement, warranty or agreement other than those herein expressed.
10. Force Majeure. Performance by any Party hereunder shall not be deemed to be in default where delays or defaults are due to war, insurrections, strikes, lock-outs, floods, earthquakes, fires, casualties, acts of God, epidemics, quarantine, restrictions, inability (when the responsible Party is faultless) to secure necessary labor, materials, tools, acts or failure to act of any public or governmental agency or entity, or by any other reason not the fault of the Party delayed in performing work or doing acts required under the terms of this MOA, and in such event, the performance of such work or the doing of such act shall be excused for the period of the delay and the period of performance for any such work or the doing of any such act shall be extended for a period equivalent to the period of such delay.
11. No Third Party Beneficiaries. This MOA shall not be deemed to create any right in any person who is not a Party (other than the permitted successors and assigns of a Party) and shall not be construed in any respect to be a contract, in whole or in part, for the benefit of any third party (other than permitted successors and assigns of a

Party hereto).

12. Warranty of Authority. The individuals executing this MOA on behalf of the Parties hereby warrant that they have the requisite authority to execute this MOA on behalf of the respective Parties and that the respective Parties have agreed to be and are bound hereby.

IN WITNESS WHEREOF, the Parties have executed this MOA as of the day and year first above written.

PARK CITY WATER SERVICE DISTRICT

By: _____

Its: President

APPROVED AS TO FORM:

The District Water Attorney

WEBER BASIN WATER CONSERVANCY DISTRICT

By: _____
Dee Alan Waldron, Chairman, Board of Trustees

ATTEST:

Tage I. Flint, General Manager

APPROVED AS TO FORM:

Weber Basin Attorney

Exhibit B: Links to Western Summit County Project Master Agreement

- [1 master agreement executed](#)
- [2 master agreement exhibits a-d](#)

Exhibit C
Excess Capacity, Surplus Water and Demand Schedule (Exhibit D)
Park City Water Service District

Rolling Year Calendar Year	Binding Commitments					Non-Binding Projections				
	1 2022	2 2023	3 2024	4 2025	5 2026	6 2027	7 2028	8 2029	9 2030	10 2031
Excess Capacity										
Peaking Factor*	0	0	0	0	0	0	0	0	0	0
Surplus Water										
Raw Water	0	0	0	0	0	0	0	0	0	0
Point of Delivery										
Charge										
Finished Water (acre feet)	450	450	550	850	1550	1150	1100	1000	900	900
Charge and Delivery	Per Memorandum of Agreement									
Demand										
Raw Water										
Annual Volume										
Peak Day (gpm)	0	0	0	0	0	0	0	0	0	0
Capacity Needs										
Point of Delivery										
Finished Water										
Annual Volume										
Peak Day Demand	0	0	0	0	0	0	0	0	0	0
Capacity Needs										
Point of Delivery										