PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
DECEMBER 14, 2000

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building, City Council Chambers, 445 Marsac Avenue, Park City, Utah, for the purposes and at the times as described below on Thursday, December 14, 2000.

Work Session

2:30 p.m. Council questions/comments

2:50 p.m. Program and resource analysis

- Capital Improvements Budget
- service level analysis introduction

3:30 p.m. 2001 Sundance Film Festival

- handbill ordinance amendments
- temporary convention sales business license and fee resolution amendments;
- shuttle licensing amendments
- parking at skateboard park

4:15 p.m. Review of regular meeting:

2002 Winter Olympic Games

- MOU for public safety
- street closures
- public celebration production strategy

5:30 p.m. Comments from auditor

5:40 p.m. Dinner break

Regular Meeting

6:00 p.m.

I ROLL CALL

II PUBLIC INPUT

III COMMUNICATIONS FROM COUNCIL AND STAFF

Resolution in appreciation of Denna Wright's many contributions to the Park City Community

IV WORK SESSION NOTES AND MINUTES OF THE MEETING OF NOVEMBER 16, 2000

V CONSENT AGENDA

1. Resolution in appreciation of Denna Wright's many contributions to the Park City Community

2. Acceptance of audit report prepared by Deloitte & Touche for Fiscal Year 1999-2000 for Park City Municipal Corporation

VI RESIGNATIONS AND APPOINTMENTS

Acceptance of resignation of Council member Shauna Kerr and appointment effective January 1, 2001 to fill her unexpired term to December 31, 2001

VII PUBLIC HEARINGS

1. Ordinance amending Title 4 of the Municipal Code of Park City, Utah relating to business licensing to authorize an increased administrative fee for convention sales in conjunction with the Sundance Film Festival (Section 4-3-9); amending the taxicab and shuttle licensing definition of fare to include other consideration or business (Section 4-15-1); amending Title 9, parking regulations to prohibit engaging in business, advertising and media or film exposition in public parking facilities (Section 9-2-4); and amending Title 12, sign regulations, regarding special event fliers to clarify limitations on posting

2. Resolution amending Section 4.3, Convention Sales, of Resolution No. 28-99, Fee Resolution, and replacing it in its entirety

3. Scope and duration of temporary street closures of Main Street and Heber Avenue, and ancillary streets, including Swede Alley, Daly Avenue and 4th, 5th, 6th and 7th Streets between Park Avenue and Deer Valley Drive to vehicular traffic during the Winter Olympic Games to be held February 8 - 24, 2002

VIII NEW BUSINESS

1. Ordinance amending Title 4 of the Municipal Code of Park City, Utah relating to business licensing to authorize an increased administrative fee for convention sales in conjunction with the Sundance Film Festival (Section 4-3-9); amending the taxicab and shuttle licensing definition of fare to include other consideration or business (Section 4-15-1); amending Title 9, parking regulations to prohibit engaging in business, advertising and media or film exposition in public parking facilities (Section 9-2-4); and amending Title 12, sign regulations, regarding special event fliers to clarify limitations on posting

2. Resolution amending Section 4.3, Convention Sales, of Resolution No. 28-99, Fee Resolution, and replacing it in its entirety

3. Resolution adopting a Memorandum of Understanding for public safety services during the 2002 Winter Olympic Games

4. Scope and duration of temporary street closures of Main Street and Heber Avenue, and ancillary streets, including Swede Alley, Daly Avenue and 4th, 5th, 6th and 7th Streets between Park Avenue and Deer Valley Drive to vehicular traffic during the Winter Olympic Games to be held February 8 - 24, 2002

5. Resolution identifying a production strategy for the public celebration during the 2002 Winter Olympic Games

IX ADJOURNMENT

Posted: 12/11/00
See: parkcity2002.org

PARK CITY
1884

PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
DECEMBER 14, 2000

Present: **Mayor Brad Olch; Council members Peg Bodell; Candace Erickson; Roger Harlan; Fred Jones; and Shauna Kerr**

Toby Ross, City Manager; Mark Harrington, City Attorney; Frank Bell, Director of Olympic Planning; Jerry Gibbs, Public Works Director; Eric DeHaan, City Engineer; Mark Christiansen, Budget Manager; Tom Bakaly, Director of Capital Management and Budget; Melissa Caffey, Special Events Manager; Frank Bell, Director of Olympic Planning

1. **Council questions and comments.** Peg Bodell disclosed that she met with Leslie Miller and discussed the land trade option in solving the access problem on Ontario Avenue. She supported the free parking for Christmas events on Main Street and appreciated the staff memo on Envision Utah. Ms. Bodell suggested that the City be involved in the Swaner Symposium. In response to a question from Fred Jones about mass gathering requirements, Frank Bell explained that the state passed a series of rules that apply to mass gatherings, more than 500 people. The rules set forth provisions for emergency medical and first aid facilities. It creates a permitting system though the local Health Department, in addition to the City's master festival license process. Some of the rules have been in place for years but were never strictly enforced, but the new regulations are much more significant and tighter. This prompts the City to rethink its event process, but Mr. Bell suggested that the master festival license ordinance not be compared to comport with these new regulations until after the Olympics. He believes the ordinances are not in conflict with each other, but the State Health Department rules are much more comprehensive and complex. It is his opinion that they were formulated because of fears by certain agencies about the Olympics and because it is a state code, the City's regulations are superceded. With regard to the Games, there will have to be coordination with the Summit County Health Department for the separate permitting processes for the public celebration. It is not an impossible process, but cumbersome and time-consuming. Mr. Bell added that the permit with the Health Department for mass gatherings is mandatory, fees are attached, and it is a criminal violation if a permit is not obtained. Ms. Erickson, Health Department liaison, indicated that the Board had little input in formulating the legislation and Mr. Bell added that his suggestions were not incorporated last year.

In response to a question from Fred Jones regarding receipt of Federal Transit Administration funds, Tom Bakaly reported that they were appropriated as part of the FY2001 budget process and the City is working with SLOC and UDOT about release of the funds which should be available to draw down on in February. With regard to keeping the Racquet Club pool open in the winter, Fred Jones expressed concerns that the City may be in jeopardy of again incurring a deficit. He suggested that the program be carefully monitored and if it is not working out financially, that the City be prepared to take additional steps, if necessary. He added that he would like to discuss the economic health of Main Street at the upcoming Council retreat. Roger Harlan complimented the Public Works Department on the efficiency of the water flushing program. Jerry Gibbs continued that the program went well as they were on schedule and the most effective component was the public relations aspect of staff personally talking with residents and explaining the situation. Ms. Erickson thanked the Leisure Services staff for the Christmas in the Park celebration and felt that the upper Park Avenue open house went very well as did the dedication of the Olympic Park.

2. Program and resource analysis:

Capital Improvements Budget. Jerry Gibbs explained that the focus is to review costs and supporting revenues for programs and services. There was discussion about the resort economy last month and this presentation is an overview on the program service levels. Staff is on schedule of getting this completed by January and it will be part of the budget process March through May. Eric DeHaan explained that he is chairman of the CIP group and committee members represent a variety of departments; staff is looking forward to Council's appointment of a citizens technical advisory committee. He referred to the project list in the meeting packet, which has been prioritized with new projects and changes to existing projects using the same criteria for the capital budget used in prior years. With regard to Table 1, he explained that Alternative 1, 2, and 3 are projects that are underway or funded and 4, 5, and 6 are indicated on the table. Alternative 4 is representative of projects that were rated a high priority in a five year time frame; Alternative 5 represents projects that are only partially funded; and Alternative 6 are projects where funds are not identified at this point. Mark Christiansen clarified for Fred Jones that this table is a new rating of CIP projects.

Eric DeHaan emphasized that 2001 is going to be a very busy year as there will be significant private sector, SLOC, and City projects, which are important to complete in this time frame. These projects are identified on Table 2; several have an Olympic relationship and many others are equally important for the City in the long term. Some costs are a best estimate and others, like the skateboard park are bid and designed. The Mayor asked if some of the water projects can be deferred until after the Games. Mr. DeHaan responded that they should be initiated and although they may not be completed, the engineering work could be commissioned and Mark Christiansen added that some projects are contingent on others, i.e., test and production wells. The Mayor pointed out the potential impact of construction bulb-outs on Main Street and suggested postponing that project until after the Games to provide residents a break from construction activity. Eric DeHaan referred to the critical timing projects outlined in the staff report where staff needs input. The bulb-outs were not included because it is a small project compared to others. Upper Park Avenue is obviously a much larger project and although it has been allocated $2 million, staff is very worried about commencing and completing it in 2001. This time frame doesn't seem feasible given the level of coordination with the Sewer District, Utah Power, construction bids and contracts, etc. prior to the fall. It is recommended that the completion date be 2002 or 2003 for these reasons which dovetails with the Mayor's comments about mitigating construction impacts.

Mr. DeHaan continued that the City Park trail is contemplated to be widened and lit; the funds are in place in the CIP but both improvements will be difficult to complete by the Olympics. There was discussion about cleaning up the south end of City Park and installing trailers and rest rooms for the Olympics that have to be stubbed with utilities in the summer. This project is contingent on leasing the area with a sponsor to cover the costs of the improvements. Mr. DeHaan expressed that direction would be helpful about potential activities in the area so that preparation of the site is accomplished. Also listed on the critical list is Main Street improvements including the Carr Parcel bulb-out, trash compactors, and improvements to the UP&L parcel. The lower Park Avenue project includes a crosswalk by the Library and Education Center at 12th Street. Roger Harlan felt that a crosswalk to the skateboard park is more important than a bulb-out on Main Street because of the safety considerations. Ms. Kerr agreed and added that there has been a lot of construction activity in the Main Street area. Mr. DeHaan understood that the Main Street bulb-out project would be done in a manner that minimizes impacts and if that is not possible, Council members are willing to postpone the project. He added that it would be helpful to have direction on the upper Park Avenue project which will be a complicated project as there will be utility coordination and staging challenges. Mr. Jones asked for clarification on using $2 million in excess Municipal Building Authority funds on this project. Mark Christiansen explained these are MBA reserves and the Water Fund will also be used. Ms. Kerr commented that it doesn't *look like* a MBA project. Mr. Christiansen explained that the MBA was an available funding source identified by staff. Mr. DeHaan added that the Sewer District's participation in the project may be in the $200,000 to $300,000 range. SBSID will also have to find funds for Park Avenue and coordination is essential. The Mayor stated that he is willing to delay it a year and Fred Jones agreed and again asked for clarification on the funding source. Tom Bakaly explained that General Fund money was transferred into the MBA Fund as a part of the budget to cover debt service payment, and it is actually a General Fund revenue source. However, using the MBA contingency will limit funding for other projects and the City's ability to issue additional debt. The money can be legally transferred to the project and the City can still meet its reserve requirements for the bonds.

Peg Bodell referred to Council member Harlan's comments about the safety considerations of a crosswalk on Park Avenue and 12th Street and pointed out that upper Park Avenue residents also had safety concerns which should not be dismissed. She also felt that the City Park lighting project has a safety element and would rather eliminate the widening. The clean up of the south end of City Park is not a high priority for her, and Ms. Bodell preferred to focus on a better visual statement than the *box of rocks*. Eric DeHaan pointed out that the City is receiving federal funds for art work at the transit center and the committee recommends using the same design review committee be used in capital projects. If funding is not earmarked or appropriate for a project, it is also recommended to use the task force. The Mayor believed the City Park trail should be widened and lighted. Ms. Bodell felt that widening it is dangerous although it would straighten the alignment of the bike path. Mr. DeHaan acknowledged that speed is a safety consideration but bollard placements and pavement markings need to be studied and Council may determine that it is too time intensive and that lighting is more important without the widening component. With regard to Table 2, the City Manager understood that Council has not introduced missing or new projects. A number of projects have yet to be designed and only one or two have been contracted. Staff recommends initiating design and bid work and needs direction with regard to Table 2. Ms. Erickson stated that if that is the case, she would also like to know the condition of the sewers on upper Park Avenue. Mr. DeHaan reported that the worst of the breaks is repaired and it is the Sewer District's position that the work can wait until after the Olympics. This time frame helps SBSID on its funding and the City on its design and coordination with owners. He discussed providing adequate fire suppression flows, storm drains, and curb and gutter. Deciding on sidewalks is another complex issue because of parking constraints. The selection of the bidder on this project is important and staff believes that waiting later is prudent. Residents were informed at the open house that it is the City's intention to complete the project in 2002-2003. The City Manager added that staff is confident that it is more than a one-year project and Ms. Kerr agreed that it has been her concern that once the street is opened, that it will become a bigger project than anticipated. The two year Woodside Avenue project was discussed. Fred Jones emphasized the importance of identifying this project in the budget and Mark Christiansen assured him that the upcoming budget will provide more detail.

Mr. Jones suggested that if bulb-outs are still considered viable for Main Street, they be retained in the planning process to determine if they can be done. The most important ones should be completed, incorporating economies of scale, but they aren't critical to the Olympics.

Service level analysis. Tom Bakaly explained that the committee reviews services provided by the City, the costs, and support for new services and referred to the art review task force as an example. Staff plans to present more information to Council on January 11. He introduced staff members participating on the committee. In 1997, expenses began to grow at a faster rate than the local economy and that trend has continued through 2000 largely due to an increased service level. He referred to reductions made by Council last May as a proactive step for the City's financial future. It is assumed that sales will actually decrease during the Olympics. Revenues have exceeded expenditures in the past and those funds have been allocated into reserves and capital projects which is not projected for the future. Mr. Bakaly noted that the study will address alternative programs and levels of service. Roger Harlan suggested that revenues generated by new projects be factored into projections. The Director explained that if it is a one-time revenue, it is our policy to allocate those funds to a capital project. Fred Jones added that in the future, the City will have to find other sources of revenues for projects which may include bonding and/or a tax increase. The City needs to continually look at operating and capital needs and debt service which can also be examined by the citizens technical committee.

3. 2001 Sundance Film Festival. The City Attorney discussed the great success of the Sundance Film Festival over the years and resulting impacts because of its popularity. The City has worked with Sundance on issues, including unforeseen impacts that surfaced primarily due to third party events and activities. In order to keep the Sundance Film Festival in Park City, staff is proposing recommendations to mitigate the impacts of these ancillary effects with a three-pronged approach.

(1) In order to offset increased costs to the City for the time that staff spends in regulating these tandem events, Mr. Harrington explained that it is proposed to increase the administrative fee to $250 per event. This relates to the convention sales section of the Code. (2) It is also proposed to increase regulation through ordinance amendments associated with taxis, distribution of flyers, and parking. (3) The third measure is a proactive planning approach to prevent the destruction of public property and a plan to clean up after the event. In response to a question from Ms. Kerr, Mark Harrington estimated that between six and 12 side festivals will be licensed at the $250 rate. Ms. Kerr expressed that the fee is too low and the City Attorney agreed but pointed out the limitations with these fee assessments. This year, staff is recommending a nominal bump to cover purely administrative costs which does not cover clean-up or patrols. State law requires licensing fees to directly relate to City services which requires further study and staff will go through that process next year. Increased level of services and proportional costs will be identified for these smaller events that occur beyond the Festival. Melissa Caffey expressed that this is a one-time solution which will provide more data for budget projections and master festival license amendments. She discussed the proposed clean-up program for Main Street and four additional kiosks for the general public at a total cost of $3,000. Mr. Harrington discussed the distribution of flyers, which is allowed in an enclosed area like a theater. Peg Bodell suggested "no posting" signs, especially in vacant buildings and to encourage mini-festivals to include flyer regulations on their web sites. Ms. Caffey agreed and noted that her office will be sending a packet of information to affected parties. She continued that staff is asking for four additional code enforcement officers, in two-man teams, eight hours a day to help eliminate damage to property and to enforce the sign code. Fred Jones asked if the City has the ability to remove illegal signs. The City Attorney explained that if there isn't an opportunity to remove it, every day that it remains is a separate violation and fine, which typically prompts removal of the sign. The City could remove a sign on public property but it becomes more complicated on private property.

4. Review of regular meeting:

2002 Winter Olympic Games. Through illustration of a map, Mr. Bell described the Olympic area and noted that the south end of City Park will be well utilized and decorated with the *look* of the Games. There has been a focus on Main Street for the public celebration and more recently as an *Official Olympic Live Site*, sanctioned by SLOC. A venue is a highly controlled fenced area, including the Park City Mountain Resort and Deer Valley Resort. Fencing Main Street is not contemplated and will not be an official venue because it doesn't fit the criteria. The notion of live sites has now been adopted as an official part of SLOC's program for Salt Lake and Park City. There would be stages at the top and bottom of Main Street equipped with big screen televisions where people can stop and watch the Games. Because it is an official live site, there may be live feeds that would not normally be provided. The rest of the street would be available for sponsor and community activities and the restaurants could provide a sidewalk café environment. Mr. Bell discussed the interest of sponsors like Coca Cola, Anheuser Busch, and Kodak of having a presence on Main Street, and the City should have control over the celebration. There was discussion about the traffic management plan for the Arts Festival and losing 180 parking spaces on Main Street and Swede Alley. The flag pole lot and China Bridge parking structure will remain essential parking for Main Street businesses and offices but the number of access passes will be limited. This plan is based on people using the satellite lots on SR224 and US40 and an enhanced bus service. There will also be transportation services for the community staged at the transit center. The public celebration will require more buses to be provided by SLOC than originally anticipated. A real challenge with the public celebration is its management and it is clear that the City Council and the other boards and commission don't want to give up control. Mr. Bell emphasized that SLOC is not interested in control, but rather in sponsor relations, the consistent look and feel of the Games and involvement in the production of the public celebration. This effort is contemplated as a team approach, chaired by the City, and the transit center will be the location for managing the celebration.

Fred Jones understood that the City would be the master festival license holder. The City Manager explained that there will be a master festival license and a contract with SLOC for the public celebration and it is the combination of the two that provides the City with control. SLOC has expressed that it feels comfortable with the City taking the lead and SLOC providing the logistical and technical support. Fred Jones expressed his concerns about timing and moving things forward and felt that at this point, entertainment should be booked for the stages. Frank Bell felt that a first step is passing the resolution which provides direction to staff. The final plan should be prepared by February 23, but because neither the City or SLOC have budgeted for this, sources of funding have to be identified. SLOC is looking toward Olympic sponsors; these large corporations are now developing their budgets. He agreed that time is of the essence, and it is important for the celebrations committee to get ideas into action, so that there is a clear picture of Park City's local participation. Much of the entertainment has been booked by SLOC. In response to a question from Council member Jones, Toby Ross explained that SLOC will make permanent assignments upon adoption of the resolution by Council. The City will also assign staff within this two month time frame. In response to Mr. Jones' timing concerns, Mr. Bell suggested that staff report back to Council on a regular basis on what has transpired since the last meeting. In order for this to work, SLOC and the City must be held to tight performance and timing standards. The City Manager interjected that the general finances of the City and the Olympics will be main topics of the upcoming Council retreat. Frank Bell clarified that the City should have revenue strategies in place by early January.

Shauna Kerr stated that she feels the only realistic option to produce a quality public celebration is a joint venture with SLOC and asked if there is support among her fellow Council members. Peg Bodell felt that there are missing details and there is a public hearing on this tonight. The third parties mentioned in the resolution are very important because it is not just SLOC, but the City, Chamber, Arts Council, and citizens at large. There was discussion about the opportunity for live feeds made available through SLOC. Mr. Bell emphasized that one of SLOC's motivations for being involved in creating the live site is to protect its sponsors from ambush marketing. Mr. Ross explained that this would not prohibit local vendors from a presence in the street and Ms. Kerr felt that it also protects the City from ambush marketing and visual clutter that occurred in Atlanta. She views this as a protection for Main Street, not necessarily a restriction. Ms. Bodell feared that merchants will be limited to what they can do during and after the Olympics. The Mayor pointed out that there is an opportunity during the public hearing and regular meeting for more discussion on this matter.

Comments from auditor. Abe Young, Deloitte & Touche, explained that as a part of the audit, full reports and an opinion on financial statements prepared by the City are issued. The report was issued as of October 27, 2000 and is a clean opinion. Reports are prepared with regard to the City's compliance with federal laws and regulations pertinent to federal funding, and general laws and regulations. There was a finding with respect to federal monies provided to the transit center as costs for reimbursement by the federal government were overstated. However, this was identified by the City's internal controls and corrections were made prior to the conclusion of the audit. With regard to the final report relating to compliance with state of Utah guidelines, there were two findings. One dealt with expenditures incurred in excess of the legally adopted budget in the amount of $28,000. The second comment dealt with excess in the General Fund balance by approximately $300,000. All issues have been addressed. Mr. Young explained that even if a finding is immaterial, it must be reported.

See regular meeting minutes.

Prepared by Janet M. Scott

PARK CITY
1884

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
DECEMBER 14, 2000

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, December 14, 2000. Members in attendance were Brad Olch, Peg Bodell, Candace Erickson, Roger Harlan, Fred Jones, and Shauna Kerr. Staff present were Toby Ross, City Manager; Mark Harrington, City Attorney; and Melissa Caffey, Special Events Manager

II PUBLIC INPUT

The Mayor invited the public to comment on any matter of City business not scheduled on the agenda. Hearing no comments, the public input session was closed.

III COMMUNICATIONS FROM COUNCIL AND STAFF

1. Resolution in appreciation of Denna Wright's many contributions to the Park City Community - The Mayor read the resolution publicly and thanked Ms. Wright for her 18 years of service at the Library. He wished Denna and her husband well as VISTA volunteers.

2. Resignation of Shauna Kerr - The Mayor recognized Ms. Kerr's tenure with the City beginning as Assistant City Attorney and serving as an elected Council member for seven years. She is the first woman ever to be elected to the Summit County Commission which is a great honor. On behalf of the City, he presented her with an Olympic jacket in appreciation of her outstanding service with the City.

IV WORK SESSION NOTES AND MINUTES OF THE MEETING OF NOVEMBER 16, 2000

Ms. Bodell corrected a comment in the work session notes. Roger Harlan, "I move approval, as corrected". Shauna Kerr seconded. Motion carried unanimously.

V CONSENT AGENDA

The Mayor requested a motion to approve. Shauna Kerr, "I so move". Fred Jones seconded. Motion carried unanimously.

1. Resolution in appreciation of Denna Wright's many contributions to the Park City Community - See communications from Council above.

2. Acceptance of audit report prepared by Deloitte & Touche for Fiscal Year 1999-2000 for Park City Municipal Corporation - See work session notes and staff report.

VI RESIGNATIONS AND APPOINTMENTS

Acceptance of resignation of Council member Shauna Kerr and appointment effective January 1, 2001 to fill her unexpired term to December 31, 2001 - The Mayor recommended the appointment of Jeff Mann. Ms. Bodell added that it was impressive to have 13 applicants respond and the decision was difficult. Roger Harlan, "I so move". Fred Jones seconded. Motion carried unanimously.

VII PUBLIC HEARINGS

1. Ordinance amending Title 4 of the Municipal Code of Park City, Utah relating to business licensing to authorize an increased administrative fee for convention sales in conjunction with the Sundance Film Festival (Section 4-3-9); amending the taxicab and shuttle licensing definition of fare to include other consideration or business (Section 4-15-1); amending Title 9, parking regulations to prohibit engaging in business, advertising and media or film exposition in public parking facilities (Section 9-2-4); and amending Title 12, sign regulations, regarding special event fliers to clarify limitations on posting - See work session notes and staff report. The Mayor invited the Council and the public to comment. Hearing no input, the public hearing was closed.

2. Resolution amending Section 4.3, Convention Sales, of Resolution No. 28-99, Fee Resolution, and replacing it in its entirety - See work session notes and staff report. The Mayor invited the Council and the public to comment. Hearing no input, the public hearing was closed.

3. Scope and duration of temporary street closures of Main Street and Heber Avenue, and ancillary streets, including Swede Alley, Daly Avenue and 4th, 5th, 6th and 7th Streets between Park Avenue and Deer Valley Drive to vehicular traffic during the Winter Olympic Games to be held February 8 - 24, 2002 - See work session notes and staff report. Ms. Bodell suggested that the date in the resolution be changed from February 1 to February 4. The Mayor suggested some flexibility in specifying a date, in the event it is necessary to close the street before the 4th. Mr. Bell asked if *closed* includes precluding all work prior to the 4th. Ms. Bodell believed that work trucks on the street will block the flow of traffic and this is a prime weekend for merchants. The Mayor insisted that staff should have some flexibility with regard to the date and Ms. Kerr believed as the date approaches, staff will have a better idea of set-up demands. Frank Bell pointed out that cranes are allowed in the street now for projects, and this is different than our current standard. It is helpful if work can be conducted on the sidewalk or parking lane in a area where the flow of traffic isn't

significantly impacted, and under the current criteria, that is not viewed as a street closure. He asked for clarification on what kind of work is permissible. Ms. Bodell expressed the importance of accommodating businesses on Main Street during that weekend. Mark Harrington suggested that if the dates need to be changed, rather than amending the resolution, to add a sentence indicating that *any change in the closure dates herein shall require an affirmative vote of the City Council.* Council accepted the City Attorney's language.

Bill Wright, owner of Grappa, Chimayo, and Washo Restaurants on Main Street, suggested that the trolley run up the middle of the street to transport the *lowlanders* who are not acclimated to this elevation. Additionally, if business access passes are limited, it is going to be difficult for employees to get to work. The Mayor added that if employees are using the satellite parking lots, it may be helpful to have a shuttle from the transit center up Swede Alley. Frank Bell responded that assuming this works like Arts Festival, one of the smaller buses or the trolley would be operated up and down Swede Alley. A shuttle service could be operated on Main Street but it requires barricading the street to create a center lane, however, it would be unattractive and labor intensive for snow removal and trash pick-up services. Mr. White explained that he is negotiating leasing Grappa for the duration of the Games for groups as large as 250 people. Mr. Bell understood that corporate sponsors almost always travel by chartered bus and there will be no restrictions on access to Grappa itself other than the requirement to be an official vehicle, a bus, or access pass holder. Mr. White reiterated that it is a hike from lower to upper Main Street and it is important to consider all types of visitors. Mr. Jones felt that this is a legitimate concern which is being addressed in the celebration discussions by creating interesting activities all the way up the street.

Joanna Charnes, Director of the Arts Council, recalled that there was discussion about closing Main Street for Sundance. She asked if there was any consideration, as a matter of economy of scale, of closing Main Street for the duration of Sundance through the Olympics. Frank Bell stated that if it were up to him, Main Street would be a permanent pedestrian area, and explained that the resolution doesn't address the Sundance Film Festival, which will occur January 10 - 20, 2002. It is conceivable to close the street for Sundance, but he views this as a separate issue. There was no request this year to close the street. The Mayor felt that the resolution should stand on its own.

Teri Orr, Director of the Eccles Center, felt it would be prudent to close Main Street for Sundance as a *test-drive* for the Olympics. She agreed with Mr. Bell about the merits of Main Street being a pedestrian mall. Closing it for a weekend with a lot of snow and people is an opportunity to see how it works. She added that a professional should produce the public celebration. Leasing things like floors, sound systems, lights, or tents are not available within the state of Utah during the Olympics and hiring good technicians is becoming difficult. Good acts are expensive and are already booked across the country during that time period. She disclosed that the Eccles Center has booked three nights of entertainment during the Games, representing about six hours at a cost of $150,000.

With no further comments from the Council or the public, the public hearing was closed.

VIII NEW BUSINESS

1. Ordinance amending Title 4 of the Municipal Code of Park City, Utah relating to business licensing to authorize an increased administrative fee for convention sales in conjunction with the Sundance Film Festival (Section 4-3-9); amending the taxicab and shuttle licensing definition of fare to include other consideration or business (Section 4-15-1); amending Title 9, parking regulations to prohibit engaging in business, advertising and media or film exposition in public parking facilities (Section 9-2-4); and amending Title 12, sign regulations, regarding special event fliers to clarify limitations on posting - See staff report, work session notes and public hearing comments. The Mayor requested a motion to approve. Shauna Kerr, "I so move". Fred Jones seconded. Motion carried unanimously.

2. Resolution amending Section 4.3, Convention Sales, of Resolution No. 28-99, Fee Resolution, and replacing it in its entirety - See staff report, work session notes and public hearing comments. The Mayor requested a motion to approve. Fred Jones, "I so move". Shauna Kerr seconded. Motion carried unanimously.

3. Amended Memorandum of Understanding for public safety services during the 2002 Winter Olympic Games - See staff report and work session notes. The Mayor invited a motion to approve. Shauna Kerr, "I so move". Fred Jones seconded. Motion unanimously carried.

4. Resolution authorizing the temporary closure of Main Street and side streets, as necessary; delegating the administration of the closure to the City Manager; and declaring the City Council's intent to enter into a cooperative agreement with the Salt Lake Olympic Organizing Committee and third parties, as they may be necessary for the planning, production, and administration of an "Official Olympic Live Site" for the 2002 Winter Games - Shauna Kerr agreed with Ms. Orr's comments about *test-driving* the closure before the Olympics and urged Council to consider this suggestion. The Mayor agreed. Frank Bell pointed out that it is going to be difficult to *test-drive* the Olympics. It is anticipated that staff will be spending a lot of time this year identifying delivery providers on the street and to deal with the industry for a couple of days at a time yet to be determined is going to be highly problematic. Certain features of the closure can be tested, but there is no way to duplicate all of the circumstances that the Olympics and the public celebration bring to town. The work load of the test drive will be as substantial as the work load for the Olympic closure. The Mayor suggested that during Presidents Week may be an opportunity to close Main Street from 2 p.m. to midnight and Mr. Bell agreed that certain aspects of the closure could be tested. Closing the street for aesthetic reasons to evaluate a pedestrian mall is a separate issue.

Shauna Kerr believed it would be beneficial to close Main Street during Sundance if it is requested as part of the event. Frank Bell noted that the bigger question is whether Main Street works as a pedestrian mall generally and the people who are missing from this discussion are the people on Main Street. The City is planning this Olympic celebration on a very tight time schedule. A plan needs to be completed by the end of February and a budget completed in January. He felt that Arts Festival is a great example of how Main Street works in the context of a closure. In response to a question from Peg Bodell, Melissa Caffey explained that a formal request must be made for a closure. She feels that Sundance would love to close Main Street during the festival but infrastructure and staffing is an expense that Sundance is not willing to undertake. The Special Events Manager didn't feel the test drive would be supported by the merchants and Bill White, restaurant owner, strongly agreed. Ms. Caffey continued that merchants are worried about the impacts of the Olympics but know it is a one-time event and will accept street closures if they are done well. She agreed with Frank Bell, that the City knows how to close a street because of Arts Festival, but it takes a lot of planning and it is expensive. Fred Jones acknowledged that it is easy to close the street but a challenge to educate people about the delivery schedule or trash pick-up, etc. which are more intense in the winter than in the summer. Deliveries are a huge consideration. He added that the street should be closed for an extended time if the test is to be effective. Thinking about it further, the Mayor expressed that in reality the Olympics can not be duplicated and Mr. Jones noted that the work involved in closing the street is the difficult element. Mr. Bell explained that the closure is not unlike trying to test the transportation plan or security plan. There was discussion of using ATVs during the Games to move supplies and trash so Main Street can be serviced which is the practice during Arts Festival. Peg Bodell suggested that this be discussed further at the upcoming Council retreat. Assuming that the resolution is approved, Mr. Bell felt that by January there will be recommendations available for Council's consideration.

Elizabeth Swank, resident, agreed that there needs to be a professional event manager, but the City should know what that person will produce and have veto power. She is concerned that the City will sell out to SLOC because they can bring a lot to the table and local businesses may be hurt. Candy Erickson read from the agreement which includes language that the City's ability to add local flavor for the event can not be precluded. Ms. Swank felt that the language is not specific enough and the City Manager explained that this is intent language to be followed with detailed contracts. Frank Bell strongly felt that he doesn't think that anyone has bad intentions, recognizing there have been trust issues with SLOC over the years, but those concerns have been worked out to the City's satisfaction.

With no further comments, the Mayor requested a motion to approve, with the amendment changing the closure date to February 4, 2002 with the provision that it can be amended with a majority vote of the Council. Fred Jones, "I move approval, as amended". Shauna Kerr seconded. Motion carried unanimously.

IX ADJOURNMENT

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

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

Prepared by Janet M. Scott

Janet M. Scott, City Recorder

PARK CITY
1884

PROGRAM AND RESOURCE ANALYSIS 2000

DATE:	December 14, 2000
COMMITTEE:	Capital Improvements Program (CIP) Task Force
AUTHOR:	Eric DeHaan, P.E.
MEMBERS:	Rob Christensen, *Transportation*, Ken Mitchell, *Water*, Kent Butler, *Building*, Denise Payne, *Leisure Services*, Matt Twombly, *OCM&B*, Rod Daughetee, *Technical Services*, Eric DeHaan, *Community Development*
TITLE:	Report to City Council
TYPE OF ITEM:	Informational

SUMMARY RECOMMENDATIONS: The City Council should review this report and ultimately adopt a CIP during the budget process.

DESCRIPTION:

A. Topic: Program and Resource Analysis 2000, Committee Update to City Council.

B. Background: The CIP Task Force was assigned the following tasks:

1. Re-prioritization of the CIP with regard to new capital projects.
2. The review of project management, tracking, peer review, and value engineering.
3. The review of financial policies and funding strategies with regard to capital projects.

C. Analysis: The Task Force met five times to discuss our assignment and to create a consensus on each of our assigned tasks. The broad background of the CIP Task Force was helpful in allowing a variety of professional perspectives to be aired. The representative departments are routinely assigned a wide array of capital projects, so our recommendations reflect the variety of activity in Park City, as well as various means of pursuing our capital projects to a successful conclusion.

With regard to reprioritization of new capital projects, the Task Force applied the same criteria that were used in 1999 to prioritize all of the City's capital projects. The prioritization process allowed Council and Staff to identify funding sources, timing, management, and other issues associated with the completion of these projects in establishing capital priorities. Additionally, the prioritization process provided a list of projects scheduled to be completed over the next 5 years.

The criteria used for prioritization include (1) Policy or Constituency Support; (2) Project Time line; (3) Funding Availability; (4) Project Dependence [does this project need to be completed before other projects can be completed?]; (5) Project Complexity [How significant are land acquisition, permitting, or neighborhood issues?]; (6) Project Investment [How far along is the project?]. The results of the Task Force's Project Rankings are attached as Exhibit A.

The Task Force enlisted the help of the Office of Capital Management and Budget to determine how many projects funding will cover, recognizing some projects require general fund and other discretionary monies, while others can draw on dedicated funding (such as impact fees and water connection fees) or on restricted funding (such as Redevelopment Agency bond proceeds). Funding types are listed in Exhibit B. The Office of Capital Management and Budget assigns possible funding sources to each CIP project in an effort to fund as many prioritized projects as possible and to optimize all revenue sources, including dedicated impact fees.

Re-prioritization of CIP: Table 1 contains a ranking of the projects identified this year. This list includes new and changed projects that have been further developed or refined since the last prioritization process. These projects were ranked and placed into alternatives consistent with those alternatives established in 1999. Exhibit C contains the CIP Ranking Matrix that was used in 1999 for evaluating all CIP projects given the above stated criteria.

Staff has created an updated project ranking of new and refined projects using the same additive methodology for placing projects in alternatives. This matrix assumes projects in the lower alternatives will be completed, and new and more complex projects will be added as the alternative levels increase. When this project ranking and alternative matrix was introduced, the previous council expressed a desire to complete the projects up to and including "Alternative 4." Since that time, staff has been working towards that goal.

Following is a brief overview of the alternative ranking implications:

- Alternative 4 represents an "Accelerated" CIP program that bears moderate impacts on staffing, funding, and a high level of community impact. These projects represent those projects that are fully funded and possible to complete with existing staff resources given current workload capacity over the next 5 years.

- Alternative 5 represents an "Aggressive" CIP program that anticipates a higher level of funding, staff, and consulting time, including high community impacts with limited outside funding. This alternative represents an enhanced CIP program with partially funded projects that can be completed over the next 5 years but will require additional resources.

- Alternative 6 represents a "Maximum" level of CIP project management time and resources. Completing every project in all six alternatives would be impossible to achieve without significant funding, staff hours, and community impacts.

Table 1

Park City Capital Improvements Plan

2001 New Project Ranking

Alternative 4

Project #	Project Title	Alt #	Budget	Cost
709	Mawhinney Imp (temp)	4	$ 40,000	$ 40,000
705	Water - Hidden Meadows Test Well	4	$ 600,000	$ 600,000
48	Skateboard Park	4	$ 500,000	$ 500,000
681	Golf Pro Shop/Parking	4	$ 1,715,000	$ 1,715,000
85	Paver Painting, Road Imp.	4	$ 50,000	$ 50,000
705	Water - Additional Filter at Spiro	4	$ 300,000	$ 300,000
85	Slurry Seals and Repairs	4	$ 30,000	$ 30,000
715	Carr Bulbout (both sides)	4	$ 120,000	$ 120,000
708	City Park Trail	4	$ 700,000	$ 700,000
705	Water- Judge Tunnel Treatment Facility	4	$ 3,000,000	$ 3,000,000
705	Water- Basin Connection	4	$ 500,000	$ 500,000
705	Water- Rockport Pipeline	4	$ 10,000,000	$ 10,000,000
705	Water- Jordanelle	4	$ 250,000	$ 250,000
32	Stair Retreads-Main & LPA	4	$ 100,000	$ 100,000
705	Water - Divide Well to Boothill Tank Line	4	$ 200,000	$ 200,000
85	Pavement Management Update	4	$ 35,000	$ 35,000
715	Transit Center Trash Compactor Bldg	4	$ 300,000	$ 300,000
1	Planning/Capital Analysis (GASB 34)	4	$ 25,000	$ 25,000
705	Water-Jordanelle Water Service To Park City	4	$ 250,000	$ 250,000
696	Post Office Traffic Signal	4	$ 250,000	$ 250,000
437	Prospector Buffer Strip	4	$ 195,928	$ 195,928
32	Additional Stairs	4	$ 250,000	$ 250,000
705	Water - Hidden Meadows Production Well	4	$ 300,000	$ 300,000
485	Education Center Crossing (Pavers)	4	$ 25,000	$ 25,000
715	UPL Parcel	4	$ 30,000	$ 30,000
672	Transit Center Landscaping	4	$ 200,000	$ 200,000
	Olympic Celebrations/Cleanup (Contingent of need/funding)	4	$ -	$ 250,000
	TOTAL:		**$ 19,765,928**	**$ 19,765,928**

Alternative 5

Project #	Project Title	Alt #	Budget	Cost
		5		
712	PCMC Building Maintenance Replacement Schedule	5	$ 323,479	$ 948,479
624	Racquet Club Tennis Court Resurfacing	5	$ 495	$ 35,000
741	Upper Park Avenue	5	$ 2,000,000	$ 2,000,000
485	Box of Rocks Cleanup	5	$ 20,000	$ 20,000
715	Additional Bulbouts	5	$ 120,000	$ 120,000
715	Additional Trash Compactors	5	$ 148,512	$ 300,000
485	Education Center Bulbout	5	$ 120,000	$ 120,000
485	Mawhinney Permanent Imps	5	$ 80,000	$ 80,000
485	Traffic Calming Deer Valley Drive @ Park Avenue	5	$ 108,427	$ 150,000
715	Compactors vs. Dumpsters	5	$ 50,000	$ 50,000
487	ADA access @ Museum	5	$ 10,978	$ 100,000
	TOTAL:		**$ 2,981,891**	**$ 3,923,479**

Alternative 6

Project #	Project Title	Alt #	Budget	Cost
	New Golf Carts	6	$ -	$ 200,000
730	Racquet Club Pool	6	$ -	$ 250,000
	Racquet Club Master Planned Improvements	6	$ -	$ 1,550,000
715	Main Street Revitalization Future	6	$ -	$ -
	Enhanced Prospector Buffer	6	$ -	$ 300,000
	Summit County Ice Sheet and/or ice skating rink	6	$ -	$ 3,250,000
485	Mawhinney Permanent Imps	6	$ -	$ 80,000
	New Golf Course	6	$ -	$ 5,200,000
719	Snow Creek Parcel	6	$ -	$ -
485	Box of Rocks Cleanup (Permanent Traffic Calming Solution)	6		$ 50,000
	TOTAL:		**$ -**	**$ 10,830,000**
	GRAND TOTAL:		**$ 22,747,819**	**$ 34,519,407**

During the spring of 2000, Council requested that Staff present new project requests to the existing prioritized CIP for review for the upcoming FY2002 budget process. Specifically, staff was instructed to present all of the new capital projects so that Council would be able to make decisions based on all of the new CIP requests, as opposed to specific projects independent of the total new CIP. Exhibit D contains CIP Project Descriptions that were presented in the Spring as part of the budget process for descriptions of the existing CIP projects. New projects are not included on these lists, but will be included as part of the budget process.

Given existing policy direction, capital projects shown above the "Alternative 5" line in Table 1 will be scheduled for completion in the next five-year period. Council can direct staff to complete through "Alternative 4" with some of the fully funded "Alternative 5" projects. The City Council obviously has the option of reprioritizing the projects as long as the funding and staffing source limitations continue to be recognized. Please note that some Alternative 5 projects are scheduled for pre-Olympic completion.

Table 2

FY2001-2002

Major Projects Scheduled for Completion prior to Olympics

Project #	Project Title	Olympic Relationship	Budget	Cost
1	Planning/Capital Analysis (GASB 34)		$25,000	$25,000
32	Stair Retreads-Main & LPA		$250,000	$250,000
48	Skateboard Park	X	$500,000	$500,000
85	Paver Painting, Road Imp.	X	$50,000	$50,000
85	Slurry Seals and Repairs		$30,000	$30,000
85	Pavement Management Update		$35,000	$35,000
437	Prospector Buffer Strip		$195,928	$195,928
485	Education Center Crossing (Pavers)	X	$25,000	$25,000
485	Box of Rocks Cleanup	X	$50,000	$50,000
592	City-wide Signs	X	$102,648	$102,648
672	Transit Center Landscaping	X	$200,000	$200,000
696	Post Office Traffic Light	X	$250,000	$250,000
705	Water - Hidden Meadows Test Well		$600,000	$600,000
705	Water - Additional Filter at Spiro		$300,000	$300,000
705	Water- Judge Tunnel Treatment Facility		$3,000,000	$3,000,000
705	Water- Basin Connection		$500,000	$500,000
705	Water - Divide Well to Boothill Tank Line		$200,000	$200,000
705	Water- Jordanelle Water Service To Park City		$250,000	$250,000
705	Water - Hidden Meadows Production Well		$300,000	$300,000
708	City Park Trail- Lights-Trail/Widening	X	$700,000	$700,000
709	Mawhinney Imp (temp)	X	$40,000	$40,000
715	Carr Bulbout (both sides)	X	$120,000	$120,000
715	Transit Center Trash Compactor Bldg	X	$300,000	$300,000
715	UPL Parcel	X	$30,000	$30,000
715	Compactors vs. Dumpsters		$50,000	$50,000
	Olympic Celebrations/Cleanup	X		$250,000
	Total		$8,103,576	$8,353,576

The next construction season is critical because of the required preparation for the Olympics. Table 2 lists the projects that are approved and recommended to be completed in FY2001 or early FY2002 prior to the Olympics. Staff is hoping to complete these projects before the Olympics to enhance the look and feel of the games in Park City. Other projects in Table 2 are critical because of the relationship to other issues not necessarily related to the Olympics. The projects that are ranked but not included in this list will continue to progress with limited probability of completion prior to the Olympics but will likely be completed within 5 years.

Critical Timing Projects: Several projects require specific Council policy direction at this time given their relationship to the Olympics. Each project can be completed, or postponed to varying degrees given Council's direction. Some of the more critical time sensitive projects are described below. A complete listing of all of the new project descriptions will be available during the budget process in the spring.

Upper Park Avenue: Council was interested in a thorough review of the CIP earlier than usual due in part to an interest in the Upper Park Avenue project. Early engineering estimates project the cost of the project to be between \$2 million-\$2.5 million. As can be seen from Exhibit A, the Project was not Ranked very high. This was due to funding and staff resource issues. Staff recommends that the project not be completed until the summer of 2002 or 2003. \$2 million in excess Municipal Building Authority funds have been recommended for FY2001-2002. This action shows financial commitment to the project, even though is will not be completed for a few years.

City Park Trail: This project has both widening and lighting elements that can be completed together or individually or completely postponed depending on Councils preference. Any scenario will be have an impact on the look and feel of the Olympics along that trail. By completing only the lights, staff and funding resources could be available for other projects in the Lower Park Avenue area.

Olympic Cleanup: This project would be funded by lease revenues if areas are identified for use during the Olympics. This project is designed for clean up of the south end of City Park and other areas in preparation for the Olympics. It's time sensitive nature is related to bidding and contracting time lines. The completion of this project is contingent upon Olympic needs and Olympic related lease agreements.

Main Street Improvements: This project is designed to enhance the appearance of Main Street and the downtown area. This project includes the Carr Parcel Bulbouts, Trash Compactors for the downtown area and improvements to the UPL Parcel. More than one bulbout in not contemplated prior to the Olympics.

Lower Park Avenue Projects: These projects include the Education Center Crossing and the Box of Rocks Clean-up and are designed to enhance the Park Avenue area. A permanent Education Center bulbout and permanent replacement of the box of rocks are not programed for completion prior to the Olympics.

Capital Project Management: With regard to capital project management, the Task Force recommends that each capital project continue to be assigned a project manager at the mid-manager or senior manager level, who can then draw on staff support as necessary or, by following City purchasing policy, arrange for necessary consulting or contractor services. Dilution of management responsibility among multiple managers should generally be discouraged except when necessary.

A variety of tracking mechanisms is available to the project manager both within the City government and among the pool of consultants. Tracking is critical for project completion and for cash flow purposes, yet some capital projects (such as closing on the sale of an open space parcel) require much less tracking than an actual construction project. In some cases, approved CIP projects have not been accomplished because of the unavailability of a project manager's time, although in recent years Park City has effectively used consultants to fill this type of gap. The obvious warning, however, is that in some cases it takes more time to manage a consultant than the consultant saves.

Peer review is vital on capital projects in Park City, and this is an area identified by the Task Force as still needing improvement. The impact of capital projects on the operating budget can be profound. The Task Force has concerns about our plateaued operating budget, which was reflected as part of the score granted to each reprioritized CIP project under the "Project Complexity" and "Funding Availability" criteria. An example of this concern is the proposed ice rink, which exposes its owner to very large operating costs. Appropriate peer review by managers and by related agencies is vital to identify and to plan for operating costs. Projects shouldn't reach the design stage without substantial peer review whenever operating costs will rise. Landscape maintenance costs are a special concern in Park City where lawns, flowers, and gardens are expected.

"Value Engineering" refers to a rigorous review of a project by suppliers, contractors, and/or designers to identify ways to cut costs out of a project budget without creating unacceptable impacts on project performance. An unfortunate example is when landscape budgets are cut by eliminating plants or substituting smaller trees, which don't affect the actual performance of an adjacent City building or parking lot but which would violate Park City's commitment to detail and to world-class quality. Still, the Task Force recommends always maintaining a dialogue with suppliers, contractors, and designers to make sure projects contain no wasteful elements, even if a formal Value Engineering process is not used in every case.

Financial Policies and Funding Strategies:

The City's stated Capital Financing and Debt Management policy is attached as Exhibit E. The stated policy is solid and conservative. The Task Force recommends no changes. Funding sources for capital projects also include other sources as shown in Exhibit B. Increasing any funding source comes with impacts on the community, whether the source is a tax increase or an increase in impact fee collections that results from an increase in construction activity. Federal grants come with many strings attached. The Task Force recommends caution in capital budgeting so that funding sources are not overestimated. We cannot be everything to everybody, and from our varied experience in Park City most of our residents and visitors fortunately understand this basic concept.

Capital Arts Request: The Park City Summit County Arts Council has contacted Staff and requested to become the "official Design Review Committee for upcoming city-related projects." (Exhibit F) This committee was originally established to assist with design and placement of art as part of the federally funded Old Town Transit Center. The CIP Task Force has been asked to review the concept of public art as it relates to Park City's capital projects. As a means of coordinating the selection of public art, the Arts Council has suggested that the Transit Center Art in Public Places Design Review Committee become the official public art design review committee for upcoming City related projects with an art component.

The CIP Task Force recognizes the success of the Transit Center Design Review Committee and we appreciate their involvement. This project was quite time consuming for Staff. For those capital projects which receive federal funding for public art, the Task Force supports using this design review committee in selecting and placing such public art as the situation deems necessary.

In addition, should the Council receive donations to create an actual capital project for the purchase and display of public art, the expertise of the above-referenced design review committee would make them the logical choice to assist Staff in that effort.

As this request relates to CIP projects with an art component: Staff recommends that the project manager deal with the selection and placement of art on a project by project bases as funding, timing, and complexity may warrant. At present CIP projects receive significant review from various boards and committees. Additional review for art may increase costs and time constraints associated with capital project management.

The creation of a new committee has significant long term funding and staffing implications that could be addressed by the council at a future time. If Council is interested in pursuing this issue, the CIP Task Force recommends the Service Level Task Force address this topic in greater detail in January as part of their city-wide program and service level discussion.

D. Department Review: This report has been reviewed by the Employee Steering Committee of the Program and Resource Analysis 2000. The CIP Task Force members identified above represent a cross section of Park City government, and their contributions to this report and their review of it are gratefully acknowledged.

ALTERNATIVES:

A. Approve the Request to adopt the CIP prioritization and recommendations with slight modifications in June of 2001.

B. Identify other CIP Priorities: Council could identify other CIP priorities, especially for FY2001, and ask Staff to return with alternatives for completing those projects.

C. <u>Deny the Request</u>: The Task Force is committed to spending additional time reviewing any identified issues if we receive this direction from the Steering Committee or Council.

D. <u>Do Nothing</u>: Doing nothing with this report is an option that would imply that our current way of managing capital projects and our currently prioritized list of CIP projects is acceptable.

<u>SIGNIFICANT IMPACTS</u>: Prioritization of the CIP is necessary to balance revenues against expenditures. If reprioritization other than the recommended list herein is implemented, some projects will fall into an unfunded category. Acceptance of these priority recommendations will have a similar impact on projects which do not have a high enough priority. The management recommendations herein will not have an immediate financial impact, but are intended to enhance Park City's long-term tradition of solid fiscal management.

<u>CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION</u>: The CIP Task Force will spend as much time as necessary to address concerns raised by the Steering Committee, the Citizens Technical Advisory Committee, the City Council Liaisons, and the Council as a whole. We hope specific issues for additional study are addressed to us in as much detail as possible. Please note that the actual CIP budget modifications will not be made until the budget is adopted in June, 2001.

<u>COMMITTEE RECOMMENDATION</u>: The CIP Task Force recommends the adoption of the prioritized capital projects shown in Table 1 during the upcoming budget process. We further recommend the adoption of the general management policies suggested herein. Further, Council should give direction regarding the critical timing projects identified.

<u>Attachments</u>
Exhibit A - CIP Task Force Project Rankings
Exhibit B - Funding Sources
Exhibit C - CIP Ranking Matrix
Exhibit D- CIP Project Descriptions
Exhibit E - Capital Financing and Debt Management
Exhibit F - Arts Council Design Review Committee Request

Park City Capital Facilities Plan - October, 2000
CIP Task Force
Project Ranking

Exhibit A

Project Title	Cost	Policy or Constituency Support	Project Timeline	Funding Availability	Project Dependence	Project Complexity	Project Investment	Total	Average
1. Skateboard Park	$ 500,000	5	5	5	3	5	5	28	4.67
2. Mawhinney Imp (temp)	40,000	5	5	5	5	5	5	30	5.00
3. Box of Rocks Cleanup	50,000	3	2	5	2	2	2	16	2.67
4. Education Center Crossing	25,000	3	5	5	3	5	4	25	4.17
5. City Park Trail	700,000	5	5	5	4	4	4	27	4.50
6. Post Office Traffic Signal	250,000	5	4	5	3	3	5	25	4.17
7. Golf Pro Shop/Parking	1,715,000	5	4	5	5	4	5	28	4.67
8. Carr Bulbout (both sides)	120,000	5	5	5	5	4	4	28	4.67
9. Transit Center- Trash Compactor Bldg	300,000	5	5	5	3	3	5	26	4.33
10. Compactors vs Dumpsters	50,000	2	1	1	3	1	1	9	1.50
11. UPL Parcel	30,000	5	5	3	3	5	4	25	4.17
12. Transit Center Landscaping	200,000	5	4	4	3	3	5	24	4.00
13. Stair Retreads-Main & LPA	100,000	5	3	5	3	5	5	26	4.33
14. Woodside Completion	250,000	Project Complete							
15. Prospector Buffer Strip	195,928	5	3	4	3	5	5	25	4.17
16. Paver Painting, Road Imp.	50,000	5	5	5	3	5	5	28	4.67

Project Title	Cost	Policy or Constituency Support	Project Timeline	Funding Availability	Project Dependence	Project Complexity	Project Investment	Total	Average
17. Upper Park Avenue	2,000,000	4	3	2	3	2	3	17	2.83
18. Additional Bulbouts	120,000	3	2	2	3	1	1	12	2.00
19. Additional Trash Compactors	300,000	2	1	2	3	1	1	10	1.67
20. ADA access @ Museum	100,000	2	1	1	3	1	1	9	1.50
21. Additional Stairs	250,000*	5	4	5	3	4	4	25	4.17
22. Education Center Bulbout	120,000	2	1	2	3	1	1	10	1.67
23. Traffic Calming Deer Valley Drive @ Park Avenue	150,000	2	1	1	3	1	1	9	1.50
24. Mawhinney Permanent Imps	80,000	2	1	1	3	2	1	10	1.67
25. Snow Creek Parcel	0*	2	1	1	3	1	1	9	1.50
26. Olympic Celebrations /Cleanup	250,000*	5	5	1	3	2	3	19	3.17
27. Racquet Club Pool	250,000	4	4	1	3	3	5	20	3.33
28. Enhanced Prospector Buffer	300,000	2	1	1	3	2	3	12	2.00
29. Racquet Club Tennis Court Resurfacing	35,000	4	4	1	3	4	4	20	3.33
30. Summit County Ice Sheet and/or ice skating rink	3,250,000	3	1	2	3	1	1	11	1.83
31. Water - Hidden Meadows Test Well	600,000	5	5	5	5	4	5	29	4.83

Project Title	Cost	Policy or Constituency Support	Project Timeline	Funding Availability	Project Dependence	Project Complexity	Project Investment	Total	Average
32. Water - Hidden Meadows Production Well	300,000	5	4	5	3	3	5	25	4.17
33. Water - Divide Well to Boothill Tank Line	200,000	5	5	5	3	3	5	26	4.33
34. Water - Jordanelle Water Service to Park City	250,000	5	4	5	5	3	5	27	4.50
35. Water - Additional Filter at Spiro	300,000	5	5	5	3	5	5	28	4.67
36. Pavement Management Update	35,000	5	4	2	5	5	5	26	4.33
37. Slurry Seals and Repairs	30,000	5	5	5	3	5	5	28	4.67
38. Racquet Club Master Planned Improvements	1,550,000	4	1	1	3	3	4	16	2.66
39. New Golf Course	5,200,000	3	1	1	3	1	1	10	1.67
40. New Golf Carts	200,000	4	4	1	3	5	5	22	3.67
41. PCMC Building Maintenance Replacement Schedule	125,000	4	4	2	3	5	5	23	3.83
42. GASB 34	25,000	4	5	5	3	5	4	26	4.33
43. Water- Judge Tunnel Treatment Facility	3,000,000	5	4	5	5	3	5	27	4.50
44. Water- Rockport Pipeline	10,000,000	5	4	5	5	3	5	27	4.50
45. Water- Basin Connection	500,000	5	4	5	5	3	5	27	4.50

*CAUTION: Cost figure is only a possible "guesstimate"
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Exhibit B
FUNDING SOURCES

PROJECT FUNDING BY SOURCE

Dedicated

- Impact Fees
- Water Connection & Development Fees
- Federal Grants
- Federal CDBG Grant

Restricted

- RDA - Main Street
- RDA - Lower Park Avenue
- Transit Sales Tax
- Class "C" Road
- Affordable Housing
- Golf Course Fees
- County Contribution
- Water Service Fees

Discretionary

- Interest Earnings
- Other Miscellaneous
- Transfer from General Fund
- Loan from General Fund
- Transfer from Debt Service
- Sale of Assets
- Bond Proceeds
- Beginning Balance

Exhibit C

CIP Ranking Matrix

Capital Project Management...Characteristics of Alternate Capital Programs						
	Alternative 1	Alternative 2	Alternative 3	Alternative 4	Alternative 5	Alternative 6
Characteristics	**Status Quo**	**Enhanced**	**Expanded**	**Accelerated**	**Aggressive**	**Maximum**
Number of projects	fewest	low	moderate	moderate	higher	highest
New projects	few if any	few	some	some	many	most
Scale of projects	smallest	small	moderate	moderate	moderate & full	full scale
Project timing	cancel & defer	defer	defer & phase	phase	implement	accelerate
Total spending	little increase	some increase	moderate increase	major increase	higher	highest
General Fund	little impact	some impact	moderate impact	major impact	high impact	highest impact
Funding	readily obtainable funds	some federal and Olympic funds	plus new outside revenue sources	plus new outside revenue sources	plus moderate tax increases	plus significant tax increases
Financing	limited	some	moderate	moderate	significant bonding	aggressive bonding
Management strategy	mostly existing staff	some additional staff or consultants	moderate new staff & consultants	major new staff consultants	significant new staff & consultants	significant new staff & consultants
Community impact	moderate	moderate	high	high	very high	highest
Legacies	few	more	moderate	moderate	high	highest
Operations	little impact	some impact	moderate impact	moderate impact	high impact	highest impact
Federal Funding Probability	highest	high	moderate high	moderate low	small	low

Exhibit D

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
1	Eng & Planning Gen	Planning / Capital Analysis - Annual analysis of General Impact Fees to determine/justify formula, collection, use. Including GASB 34 planning and implementation.
3	Information Systems Enhancements	Funding of computer expenditures and major upgrades that are unforseen. Technological advancements that solve a City need are funded from here. Examples include Web Page Design & Implementation; Security Systems for e-mail & internet; Document Imaging, Telephony Enhancements, etc.
5	Rolling Stock Replacement	This project funds the replacement of fleet vehicles based upon a predetermined schedule. The purpose of the project is to ensure the City has the funding to replace equipment that has reached the end of its useful life.
6	Computer Replacement	The computer replacement fund is set up to ensure funding to replace computer equipment and peripheral equipment including environmental climate control systems on a 3 to 4 year cycle. The average replacement cost per year approximates $200,000. Equipment replacement decisions are driven by technological advancements, software requirements, and obsolescence.
32	Old Town Stairs	An ongoing program to construct or reconstruct stairways in the Old Town Area. Stairways that are in a dilapidated condition beyond effective repair are replaced. Most of the stair projects include retaining walls, drainage improvements and lighting. Like trails, the priority depends on factors like adjacent development, available easements, community priority, and location. Funding comes largely from RDAs so most funding is restricted for use in a particular area.
37	Hillside Avenue Design & Reconst	Hillside Avenue Design and Widening. As of May 2000 Park City had acquired all the necessary right-of-way to implement a downhill widening project on Hillside Avenue between Marsac and Main Street. There is very little neighborhood support for this project. The condition of the existing retaining walls is poor and money should be kept in the CIP Budget for emergency replacement. However, no funds are scheduled to be spent.
48	City Park Improvements	As Park City and surrounding areas continue to grow, there is a greater public demand for recreational uses. This project is a continuing effort to complete City Park. The monies would be used to continue the efforts to improve and better accommodate the community's needs, along with adding the much needed recreational amenities. Phase I - Skateboard Park and Parks and Recreation Building. Phase 2 - Stream bank modifications
85	Pavement Management Program	Pavement management is a program that maximizes pavement benefits and minimizes cost by identifying the time frame for carrying out appropriate maintenance or rehabilitation. The benefit of this practice is to extend pavement life and reduce the overall cycle cost. The program implementation includes asphalt overlays, slurry seals, and crack sealing of our 94 miles of roadway. Annual funding will maintain an above average pavement quality throughout the city.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
93	Tunnel Maintenance	Maintenance of two mine water source tunnels. Replacement of rotting timber with steel sets and cleanup of mine cave ins. Stabilization of sidewall shifting with split set of bolts and screening.
166	Historic Incentive Grants	The Historic District Commission has recommended that the Historic District Grant Program funding be maintained at the existing level of $200,000 per year due to: a. increased construction costs; b. trend toward more extensive renovations; c. popularity of the program - many more apply than are awarded grants; d. effectiveness of the program. The program has good success rate, homes are being saved and historic nature of Old Town is benefitting.
419	Transit Coaches	This program provides for the replacement of existing transit fleet and additional vehicles for service expansions. Federal Transit Administration will be providing 80% of the purchase cost.
420	Water Department service equipment	Replacement of vehicles and other water department service equipment that is on the timed depreciation schedule.
427	Bike path sealing	This program maintains 8 miles of asphalt paths. Seal coats and overlays are applied to extend the life of the paths. Root barriers are installed on older paths.
437	Prospector Entry Corridor	Irrigation system at the Prospector buffer strip. The original irrigation system that was installed was a limited system to start a wild flower garden. Since then the grasses have taken over and we currently mow it as lawn area. We received numerous complaints about how the area looked as welll as about wasting water. This project would include sprinkler heads and back flow preventers. A minimal of piping work would be done in-house by parks staff. The money will be used this year on the upgrades at Prospector.
443	MBA Debt-Osguthorpe and Public Works Facility	This is an expenditure account for debt service.
445	Affordable Housing	The Housing Advisory Task Force in 1994 recommended the establishment of ongoing revenue sources to fund a variety of affordable housing programs. The City has established the Housing Authority Fund (34-49048) and a Projects Fund (31-49058). Fund 36-49048 will be for the acquisition of units as opportunities become available, provision of employee mortgage assistance, and prior housing loan commitments. It will also provide assistance to developers in the production of units.
473	Osguthorpe Property Improvement	City Farm Phase II - Landscaping. Installation of the bridge (at a grade that would accommodate ADA accessibility requirements) and grade road for safe access over the bridge. The road would not accommodate ADA accessibility at this time. Completion of the flatwork (plaza and sidewalks) around the shed to safely accommodate the passive use of the property and allow us to open the restrooms to trail users. Installation of an irrigation system and some minor grading and seeding. This will allow us to maintain a green area around the buildings and be fire safe.
481	Main Street Parking	This program will include the engineering, architecture, and construction of Main Street Parking Garage. Potential soil mitigation requirements could hinder permitting process. Historical district approval needed.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
485	Lower Park Avenue	This project contains funding for future Lower Park Avenue Projects.
487	ADA Implementation & Space Needs Study	Many of our historic public buildings have restricted programs due to the physical contraints of the building. The building department has completed an ADA inventory of all city buildings and prioritized the activites that need to be completed. Plans have been completed for Miner's Hospital to provide access to the main floor with a handicapped accessible restroom located on that floor. Future planning to accommodate an elevator has been included. Miscellaneous projects have already been completed on other city buildings to install proper height counters, motion sensing faucets, signage, and improved thresholds.
547	Open Space Acquisition	Set aside additional monies for acquisition of open space parcels not intended for purchase with $10,000,000 bond proceeds.
563	Education Center	When the Carl Winters building was restored the auditorium improvements were never completed. This is tentatively proposed timeline for additional improvements to the Auditorium based on continued increased usage of the Facility, beginning with stage curtains, sound improvements, new seats and carpet.
579	Library Donations Expenditures	Project 579 includes several categories of Donations and Grants to the Library in Fund 31. The first is 39129 - Library Fundraising. Library Fundraising includes approximately $2,000 in preferred stock dividends that the Library receives each year, monies from the sale of books in the Distinguished Donor Bookcase, and other donations. Some of these donations are dedicated to specific projects or collections, while others are to be used at the Library's discretion.
579	Library Donations Expenditures - 39130	Project 579 also includes a category 39130 - Friends of the Library Donations. Friends of the Library Donations are used to purchase materials, equipment and furnishings for the Library as well as pay for special programs and events.
579	Library Donations Expenditures - 39124	Project 579 also includes a category 39124 - Public Library Development Grant. This is a grant made to all public libraries in Utah by the State, based on both population and assessed needs. The uses of this money are restricted by State statute, and must be outlined in the Library Goals which are set by the Library Board and due to the State Library at the end of October of each year.
579	Library Donations Expenditures - 39136	LSTA (Library Services and Technology Grant) This Project 579 category consists of $47,750 awarded to the Library in January of 2000 for the costs associated with the purchase of a new automated system for the Library. This grant must be expended by September 30, 2000, and was contingent on matching funds from the City's CIP budget of $75,000, which was awarded to the Library in FY2000.
592	Directional Signage	Coordinate and install directional way finding signage throughout town.
598	Geographic Information Systems	Utilize the geographic information system software obtained in grant from ESRI to produce a base map, parcel map, and street center line map. Maps will be used by numerous city departments for planning and design purposes. This program is a joint venture between PCMC & SBSID. An interlocal agreement is pending between PCMC, SBSID, and Summit County.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
600	Swede Alley Pocket Park	Install a new pocket plaza on the southwest side of China Bridge Parking structure.
602	Fiber Optics	Technical Services will watch for opportunities to piggyback on other construction projects to complete the fiber optic ring as economically as possible. Phases not completed include a link to the Racquet Club and a redundant loop. Fiber optics results in cost savings every year by eliminating the US West leased lines.
618	Runoff detention structures	Expand the load ability of the runoff detention structures located at Marsac/Hillside, Upper Daly, and upper Canyon.
620	Sandridge Parking Lot	Construction of the Sandridge Parking Lots. Includes landscaping, lighting, fencing and other beautification elements.
624	Resurface Tennis Courts	Must be done every 3-4 years.
629	Implement Bus Graphics	In April 2000 Council adopted the Transit Development Plan. This plan directed staff to develop a new graphics theme for Park City Transit vehicles. Staff has already begun work on this project and will continue dvelopment of this graphics theme into early FY2001. Staff will present its graphics package to Council for approval in FY2001 and begin installing the package in the same fiscal year.
630	Bus Shelters	Passenger amenities such as shelters, and benches have proven to enhance transit ridership. This project will provide the funding necessary to redesign and install shelters and benches at new locations. These locations will be determined using rider and staff input as well as rider data.
634	Motor change out and rebuild program	In order to minimize the potential for water distribution interruptions all system pumps and motors are evaluated at least yearly with those indicating a problem taken out of service and either repaired or replaced.
638	Street light replacement	The changeout of the wooden pole fixtures with hadco type units has 34 units to be changed out.
639	New Trash Pumps	Purchase new trash pumps for water department to improve our ability to make timely water line repairs. The pumps let us work in drier conditions.
640	Water Recording Devices	In order to obtain accurate East Canyon flow records for downstream users and State Engineer, it is requested to purchase 2 flumes recording devices and install required electrical cable to these units. These will be installed by stream flows for 3 Kings and by #8 fairway at Park City golf course.
648	5 Year CIP Funding	Contingency funding
666	Equipment Replacement - Film Equipment	Operational pay back relating to film equipment.
671	Public Safety Complex	Construction of a facility that will house the police, communication and related department functions and will provide for the operational needs of the public safety function. 20 months of planning prior to build.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
672	Old Town Intermodal Center	This project provides for five bus bays, 2500 sq foot facility with restrooms, landscaping and other pedestrian ammenities and Roundabout at the intersection of Deer Valley Drive and Marsac Avenue.
674	Class "C" Road Debt	This is an expenditure account for debt service.
681	Golf Pro Shop Acquisition	In the development agreement signed in 1997, the golf course was obligated to pay for areas of the Hotel development. City agreed to pay for 48% of the underground parking construction costs. The City agreed to pay for 50% of the restroom construction costs. The City agreed to pay for construction costs of the 2000 square foot Pro Shop. This will be finished to a shell state, City will be responsible for fixtures, floor coverings, and window coverings. Additional funds will be needed to rebuild the driving range area. The City will pay for the construction of the golf cart storage area.
685	Historic District Acquisition Loan Fund	The proposed project would be used to acquire threatened buildings and sell them to buyers with rehabilitation provisions. This tool would be used as a negotiation tool in the CAD process. The City currently has a rehabilitation (HDC) grant program to create incentives for restoration work. The proposed project would be used as the third piece in an overall statesgy to preserve and protect our historic and cultural resources. The intent of the fund would not be to hold onto buildings but to dispose of them in order to have a revolving revenue stream. Each acquisition would need to be negotiated on an individual basis in order to set terms and conditions.
694	Police Department Computer System	Upgrade or replacement of the Public Safety computerized Records Management System and Computer-Aided Dispatch system.
695	Bonanza Crosswalk	Install new lane striping, a raised pedestrian crosswalk table at the north Bonanza/Iron Horse intersection. Advanced manual warning lights will be activated by pedestrian.
696	Snow Creek Signal	Council has approved an engineering services contract. The balance of the budgeted items will be spent in FY 2001 for actual construction, barring unforseen circumstances.
697	Traffic Calming	Over the last few years residents have expressed concerns with the speed and number of vehicles, safety of children and walkers. A program prioritization has been implemented. The interest of participation for traffic calming has come in from Prospector, Park Meadows, Old Town, Solamere/Oaks areas.
698	Office Space	Consistent with the recommendations of the Space Needs Committee, these funds will be used to reconfigure office space, workstations, meeting and storage space in the Marsac building.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
699	Open Space Acquisition	In 1998, Park City Residents by 78% voted in support of a $10,000,000 Open Space Bond. This bond is to fund the purchase of properties that contribute to the open and natural beauty of the city. It is the City's goal to prevent these properties from future development and preserve Open Space for future generations. To oversee this mission, the City Council created a Citizens Open Space Advisory Committee (COSAC) to oversee the property selection. To date they have spent $3,500,000 on Open Space Acquisition.
702	Project Management Software	The office of Capital Management and Budget need a professional software package to manage the Capital Improvement Program. The software will enable the staff to accurately and efficiently manage the CIP program. Updates to the City's CIP budget system will also need to use mode in order to effectively plan CIP expenditures.
703	Library Software	This purpose of this project is the purchase and installation of a new automated system for the Library. This system will handle all Library functions as well as providing web access to the Library's holdings and other resources. Costs will cover hardware, software, conversion services and training. The contract for this project was approved by City Council in March of 2000, and the matching funds from the CIP budget were also approved by City Council.
705	Water department infrastructure improvement	This project includes all aspects of daily maintenance, improvements to water system for quantity and quality.
706	Install street light at 224/Thaynes	Project completed. Due to the dark intersection and heavy traffic a intersection street light is required. Installed by City crew and replacement of pole and fixture is required.
707	Woodside Avenue Reconst	We completed a $2.7 million construction project in 2000. All funds will be spent by the end of FY-2001; construction is substantially complete. This project rebuilt Woodside from 12th Street up to King Road.
708	Trails Master Plan Implementation	Funds intended to provide a comprehensive system of bicycle, pedestrian, equestrian, cross-country skiing and hiking trails - both paved and back-country. Trails connect the various City neighborhoods, schools, parks and mountain open spaces, resorts and other country trails. Provide high priority recreation and alternative transportation. Trails have been funded largely with grants, development exactions, and external sources as much as possible. City funds have been used to supplement or match grants. Most of the identified funds are from RDAs and therefore heavily restricted. In the future, we anticipate having to rely on City funds.
709	Property Improvements	The most recent acquired City properties require improvements, environmental remediation, or basic cleanup on the City's intended uses. The anticipated costs include: structural studies, restoration, signs, removal of debris, landscaping etc.
710	Public Works Storage Parcel	This project would provide for the purchase of five acres of ground at Quinn's Junction. The estimated cost is $500,000. A lease-purchase arrangement could be negotiated with balloon payment in year six. The estimated annual- lease-purchase payment of $50,000 is anticipated.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
711	800 MHz Radio System for Police	This project will change the police communications system to enable the department to participate in the State of Utah's communication network, UCAN. This system will provide for one radio system, statewide, for law enforcement and emergency management type organizations. This network will allow for communications between the police department, Utah Highway Patrol, Summit County Sheriff and Wasatch County Sheriff. This project would replace the current high band radio system the department currently uses. It is anticipated that this project will be completed by January 1, 2001.
712	Building Replacement and Enhancement	This project was started several years ago to provide funds for major renovations to city buildings such as new roofs, windows, heating, and cooling units, restrooms renovations, carpeting, exterior improvements, and ADA implementation, etc. In the past, the Building Maintenance fund has needed budget adjustments of $75,795 (averaged over the last three years.) We would like to propose that this program continue and be funded annually at a rate of $150,000. By ultimately funded at 200 percent a reserve could be established to deal with expenditures that are unanticipated or unforseen without risk of the Building Maintenance fund going over budget. Staff believes it is sound fiscal policy to continue to preserve Park City's building investment.
713	Golf Course Improvements	This project encompasses all golf course related projects, enlarging tees, fairways, rebuilding greens, restroom upgrade, landscaping, the construction of a fence along the road and other operational maintenance.
714	Park Avenue Redevelopment Parcel	
715	Downtown Revitalization	This project reflects the recommendations from the Main Street Action Plan and includes: pedestrian enhancements such as sidewalk improvements, news stands, street furniture, and additional bulb-outs. Improvements for pedestrian access from Swede Alley and landscape for the parking areas is also anticipated. Due to the traffic and parking disruptions as the Transit Center is under contruction and the programmed "grinding" and repaving of Main Street in the fall of this year (2000) no projects on Main Street or Swede Alley are programmed for this year.
716	Main Street RDA Debt Service	This is an expenditure account for debt service.
717	Bus Washer	This project will provide the City with an automated vehicle wash system to mainatin appearance and condition of fleet vehicles. A wash bay to house this equipment already exists in the Public Works Building. 80%of this expense will be funded by a section 5311 Federal Transit Administration grant.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
718	Emergency Generator	Emergency Power Generators for Marsac Building
720	Lower Park RDA Debt Service	This is an expenditure account for debt service.
722	Old Town Strairs Phase 2	The completion of all Old Town Stairs in existing right-of-ways and identified easements if prioritized - e.g. Crescent Tram, Hillside, remaining blocks of 9th, 10th, 12th Street Stairs. See also project number 32 Old Town Stairs. Currently unfunded.
723	City Park Improvements Phase 3 & 4	As Park City and surrounding areas continue to grow, there is a greater public demand for recreational uses. This project is a continuing effort to complete City Park. The monies would be used to continue the efforts to improve and beter accommodate the communities needs, alsong with much needed recreational amenities. Phase 3 - Parking infrastructure, miscellaneous improvements, and Miner's Plaza. Phase 4 - Construct south end and revise north end of City Park.
724	Trails Master Plan 2001	This plan is a long range system of bicycle, pedestrian, cross country skiing and hiking trails which connect various parts of town and provides access to the mountains surrounding Park City. This program is to continue with the implementation of the Comprehensive trail master plan.
725	City Farm Phase 3	The Construction of a parking lot if approved, and renovation of the Barn.
726	Public Works Building	The construction of the Public Works Building was completed in 1997. The funds remaining in the project were insufficient to complete the bus washer and paint bay. This program would provide for the completion of a washer and paint bay.
727	Snow Creek Park and Ride	The maximum project could construct a 250 to 300 car intercept garage and transit center at the corner of SR 224 and Snow Creek Drive. The project scope has not been established and could range from a small transit center with limited parking to a car park and ride facility with rental space and transportation to resorts. The design would be coordinated with the post office north of the project.
728	Pro Shop Phase 2 & 3	Park City has the option to purchase the land or a portion of land owned by Island Outpost. By acquiring this property it would be a valuable asset to enhance the visual effect/look of the entry way to Park City. The City has not been able to acquire this land before and feels with the Olympics approaching this is the best time to provide a permanent pro shop along with preserving this area as open space.
729	Reconstruct Wyatt Earp Drive Streets	Depending on the level of development at Chatham Crossing subdivision, Wyatt Earp may need to be reconstructed from Kearns Blvd. To Chatham Crossing.
730	Park City Recreation Facility Phase 1	New leisure pool, mens and women's locker rooms renovated, replacement of indoor tennis courts lighting (with energy savings as a result), renovation of staff room into office space, acoustic panels for gymnasium, possible climbing wall, resurfacing of east parking lot for basketball court and portable in-line skating rink.

FY2001 CIP Descriptions

Project Number	Project Title	Project Description
731	Equipment Replacement Phase 1 & 2	Phase 1 - this program will upgrade two of our sanders with pre-wetting capabilities to apply liquid deicers to the salt and utelite as it leaves the sander. Snow storage is becoming more difficult. Some winter areas are using snow melters to reduce hauling costs. Phase 2 - additional equipment requested.
732	City Wide Signage Program Phase 2	This phase is a more aggressive and comprehensive package.
733	Bus Maintenance Facility	The Summit/Wasatch Co. Bus Facility includes work bays, lifts, wash bay, bus parking & storage, electrical connection for bus warmers and administration area. The olympic bus maintenance facility will be centrally located between Soldier Hollow and Park City venues.
734	Non-Profit Center	Conceptually planned to provide office space leased to non-profit groups. Retrofit of existing structure (vs. new construction) is not recommended and a new structure does not dramaticaly hinder City Park planned space.
735 (Compare to 730)	Recreation Facility Phase 2	Racquet Club building improvements. New leisure pool, mens and womens locker rooms renovated, replacement of indoor tennis courts lighting, renovation of staff room into office space, acoustic panels for gymnasium, possible climbing wall, resurfacing of east parking lot for basketball court and protable in-line skating rink.
736	Sidewalk Improvements	Increase the funding for sidewalk replacement to include replacement of 2400 feet of curb and gutters on Main Street, and 1200 feet on Park Avenue.
737	Affordable Housing Phase 2	Purchase of Pechnick Residence. House sits on RDA land. Potential employee housing/police on-call residence/alternative to acquisition is quite title resolution.
738	Old Town Parking Structure Phase 2	This program will include the engineering, architecture, and construction of Main Street Parking Garage. Potential soil mitigation requirements could hinder permitting process. Historical district approval needed.
739	City Park Phase 2	Stream Bank modifications and bike path.
740	CIP Transfer to General Fund	
741	Upper Park Avenue	(Upper Park Avenue): This project is currently funded through engineering and design $200,000. It is anticipated that this project will cost an additional $1.8 million. Funding for this project comes from carryover money from project 37 Hillside Avenue and Impact Fees.
741	Upper Park Avenue	As of May 2000 the staff anticipates entering into an engineering services contract utilizing the $200,000 appropriation for FY-2001. It is likely the engineering contract would be let in the early autumn of 2001.

Exhibit E
CAPITAL FINANCING AND DEBT MANAGEMENT

Capital Financing:

A. The City will consider the use of debt financing only for one-time, capital improvement projects and only under the following circumstances:
   1. When the project's useful life will exceed the term of the financing.
   2. When project revenues or specific resources will be sufficient to service the long-term debt.

B. Debt financing will not be considered appropriate for any recurring purpose such as current operating and maintenance expenditures. The issuance of short-term instruments such as revenue, tax, or bond anticipation notes is excluded from this limitation.

C. Capital Improvements will be financed primarily through user fees, service charges, assessments, special taxes, or developer agreements when benefits can be specifically attributed to users of the facility.

D. Open Space will be purchased from the proceeds of a $10,000,000 Open Space Bond. Property purchases will be recommended by the Citizens' Open Space Advisory Committee and determined by Council.

E. The City will use the following criteria to evaluate pay-as-you-go versus long-term financing for capital improvement funding.

   Factors Which Favor Pay-As-You-Go
   1. When current revenues and adequate fund balances are available or when project phasing can be accomplished.
   2. When debt levels adversely affect the City's credit rating
   3. When market conditions are unstable or present difficulties in marketing.

   Factors Which Favor Long-Term-Financing
   1. When revenues available for debt service are deemed to be sufficient and reliable so that long-term financing can be marketed with investment grade credit ratings.
   2. When the project securing the financing is of the type which will support an investment grade credit rating.
   3. When market conditions present favorable interest rates and demand for City financing.
   4. When a project is mandated by state or federal requirements and current revenues and available fund balances are insufficient.
   5. When the project is immediately required to meet or relieve capacity needs.
   6. When the life of the project or asset financed is 10 years or longer.

Debt Management:

A. The City will not obligate the General Fund to secure long-term financing except when marketability can be significantly enhanced.

B. Direct debt will not exceed 2% of assessed valuation.

C. An internal feasibility analysis will be prepared for each long-term financing activity which analyzes the impact on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.

D. The City will generally conduct financing on a competitive basis. However, negotiated financing may be used due to market volatility or the use of an unusual or complex financing or security structure.

E. The City will seek an investment grade rating (Baa/BBB or greater) on any direct debt and will seek credit enhancements, such as letters of credit or insurance, when necessary for marketing purposes, availability, and cost-effectiveness.

F. The City will annually monitor all forms of debt, coincident with the City's budget preparation and review process, and report concerns and remedies to the Council.

G. The City will monitor its compliance with bond covenants and ensure its adherence to federal arbitrage regulations.

H. The City will maintain good communications with bond rating agencies regarding its financial condition. The City will follow a policy of full disclosure on every financial report and bond prospectus.

Exhibit F

From: "Joanna Charnes" <jjs@pcfastnet.com>
To: <tom@parkcity2002.com>
Date: Thursday, November 09, 2000 12:50PM
Subject: request

November 8, 2000

Tom Bakaly
Capital Improvements Manager
Park City Municipal Corporation
Marsac Building
Park City UT 84060

Dear Tom:

The Park City Summit County Arts Council would like to request that the Transit Center Art In Public Places Design Review Committee (established by Ms. Peg Bodell while Director Of Cultural Services for the Park City Summit County Arts Council) become the official Design Review Committee for upcoming city-related projects.

The mechanism is finally in place for a group of people who have spent a lot of time and expertise reviewing public art projects and determining criterion by which to approve or negate the public art project. The Arts Council feels it is important to continue to have a Design Review Committee in place, and to utilize the skills
and commitment of the Transit Center Design Review Committee.

Their judgment, scrutiny and objectivity pertaining to all three components of the Transit Center Art was excellent and reflects the sentiments of people who are really concerned about the look of a project as it relates to the context of its environment.

I am requesting the Design Review Committee be accepted by Park City Council as the appropriate group to review upcoming temporary and permanent public art projects.

Please let me know if you have any questions.

Sincerely,

Joanna Charnes
Executive Director
Park City Summit County Arts Council

CC: "Peg Bodell" <peg@parkcitypeople.com>, <mtn@xmission.com>

PARK CITY 1884

DATE: December 14, 2000
DEPARTMENT: Service Level Analysis Committee
AUTHORS: Tom Bakaly, Beth Sunday, Pace Erickson, John Lind, Carol Simmons, Ron Ivie, Kevin Lopiccolo & Anita Sheldon
TITLE: Program and Resource Analysis 2000: City-wide Service Level Analysis
TYPE OF ITEM: Informational

SUMMARY RECOMMENDATIONS: Review and comment on this informational report and provide direction as needed.

DESCRIPTION:

A. Topic: Informational update on the City-wide Service Level Analysis component of the strategic study called the *Program and Resource Analysis 2000.*

B. Background: Since 1998, the City Council has had financial planning as a Top Council Priority. This goal included "identifying and resolving financial problems before rather than after they occur." During the 2001 budget process, staff identified long-term fiscal trends that if not changed would lead to a widening gap of expenses over revenues. Council asked staff to begin a comprehensive review of expenditures, revenues, programs and services.

The Service Level Analysis Committee (SLAC) was formed and has been examining City services and programs to assess service level delivery. The committee decided that the best way to go about the analysis was to break the analysis into a review of the past, present and future, or a time continuum. In particular, SLAC is interested in answering the following questions:

Past Service Provision:
How does the growth in City expenditures compare with regional economic growth?
If past trends are continued, what is the future of the General Fund?

Present Service Provision:
What services do we currently provide as a city?
What do we spend our money on (past and present)?
How much do the specific services we provide cost and how does that compare to 1991?
Are the services new or enhanced compared to 1991?
Which services are specific City Council programs?

Future Service Provision:
What services do we intend to provide for the Olympics?
What other alternatives do we have in delivering ongoing services?
Are there efficiency improvements that can be made to the way in which we provide services?
How does Park City's service level performance compare with similar cities?
How does City Council decide on where limited resources will be allocated in the future?

The purpose of this report is to address the questions regarding the City's past expenditure history. The committee enlisted the technical support of a contract employee to answer some of the questions related to past expenditures. It is by understanding past trends that we can assess present service provision and prepare for the future.

In order to answer some of the present and future service provision questions, the committee decided that a departmental survey would be the best place to start answering some of these questions, especially current service provision. The committee and Office of Capital Management and Budget staff are compiling the results of the survey. It is Staff's intent to review the survey results with the Program and Resource Analysis Employee Steering Committee, the City Council Program and Resource liaisons (Fred Jones and Peg Bodell) and the Citizen's Technical Advisory Committee before formally presenting the results to City Council in mid January. This schedule (as shown in detail below) should work well with the upcoming budget process.

C. Analysis:

In order to understand the City's current financial position and what it means for the future, it is important to compare the expenditure trends over the last decade with regional economic data to see if City expenditures exceeded "normal" regional growth. By performing this task, we can get a picture of what future revenue and expenditure trends may look like under certain scenarios. Answering these questions will set the stage for a more involved discussion in January of what services does the City provide, what level of service is provided, what does that service cost, and how do we provide that service in the future.

Past Service Provision:

How does the growth in City expenditures compare with regional growth? As can be seen from Exhibit 1, the City's operating expenses (excluding capital) from 1990 - 1996 tracked with economic growth in the region almost exactly. Beginning in 1997, growth in city expenditures began to exceed "normal" economic growth. Starting in 1998 and continuing through 2000, the difference between the City's expenditure growth and regional economic growth increased.

Since we are looking at operating accounts in Exhibit 1 and not capital, the cause of the difference between City expenditure growth and regional growth is attributable to new and enhanced service level provision. This is a premise that will be discussed in detail in January when we look closely at service levels and their cost.

If past trends are continued, what does that mean for the future of the General Fund? In May of 2000, Staff presented a graph that showed revenue and expenditure trends for the future that predicted expenditures would exceed revenues roughly in 2002 if trends were not reversed. Those projections included some assumptions about sales tax decreases during the Olympics and a leveling off of building activity in the next few years.

Exhibits 2-4 show various scenarios relating to the General Fund using actual data from 2000. Due to increases in building activity and property tax revenues, the General Fund finished the year in a better position than originally anticipated.

Exhibit 2 shows what would have happened had Council not taken action by reducing the budget assuming a historical trend. This graph shows that expenses would exceed revenues roughly in 2004.

Exhibit 3 shows the trend for the future including FY 2001 reductions and assuming historical expenditure growth. This graph shows a fairly consistent and healthy difference between revenues and expenditures.

Exhibit 4 shows what the trend for the future including FY 2001 reductions and assumes historical expenditure growth and a sales tax decrease the year of the Olympics and a leveling of building revenues. It also assumes additional revenues and expenditures related to the Olympics. The scenario also assumes that the growth of expenditures in the future will level off to match revenue growth. This graph is consistent with State estimates and is the one Staff recommends for financial planning. Naturally assumptions can be changed and this model will be an effective tool for projecting future expenditures and revenues.

The economic comparison model and future revenue & expenditure projection scenarios are basically consistent with what was presented to Council in May of 2000. The 5% General Fund reductions that Council took for FY 2001 addressed some short term financial issues and perhaps tempered some future trends. However, the trend of expenditures exceeding revenues persists. It is only through a comprehensive understanding of the services the City provides and their costs can effective decisions be made.

Overall Program and Resource Analysis 2000 Schedule:

October 19, 2000

- Outline of Program and Resource Analysis 2000 Presented to Council

November 16, 2000

- Resort Economy Presentation

December 14, 2000

- Service Level Analysis Initial Presentation
- Capital Improvement Program Re-prioritization

January 11, 2001

♦ Service Level Analysis Survey Report and Conclusions

May 3, 2001

♦ Tentative Budget Presented to Council with Pay Plan, Non-departmental, intergovernmental and revenue/asset recommendations

June 7, 2001

♦ Tentative Budget Adoption

June 21, 2001

♦ Final Budget Adoption "No Property Tax Increase"

August 30, 2001

♦ Final Budget Adoption " With Property Tax Increase" (If necessary)

D. Department Review: The staff report has been reviewed by the City Manager, the Employee Steering Committee (which includes representatives from all departments), and the Service Level Analysis Committee.

ALTERNATIVES:

A. Provide input on the Staff Report: City Council may want to provide input concerning the general direction that staff is proceeding with this study.

B. Modify the Program: Council could modify the general direction, structure, or timetable of the Service Level Analysis component of the study.

C. Continue the Item: Council could continue discussion for additional information.

D. Abandon the Project: Council could choose to abandon the long term service level planning component of the project and focus on the CIP and the upcoming two-year budget.

SIGNIFICANT IMPACTS: Significant staff time and limited resources for consulting have been expended on this analysis. If Council decided to expand the scope of the study, costs could increase and completion of the study could extended beyond January.

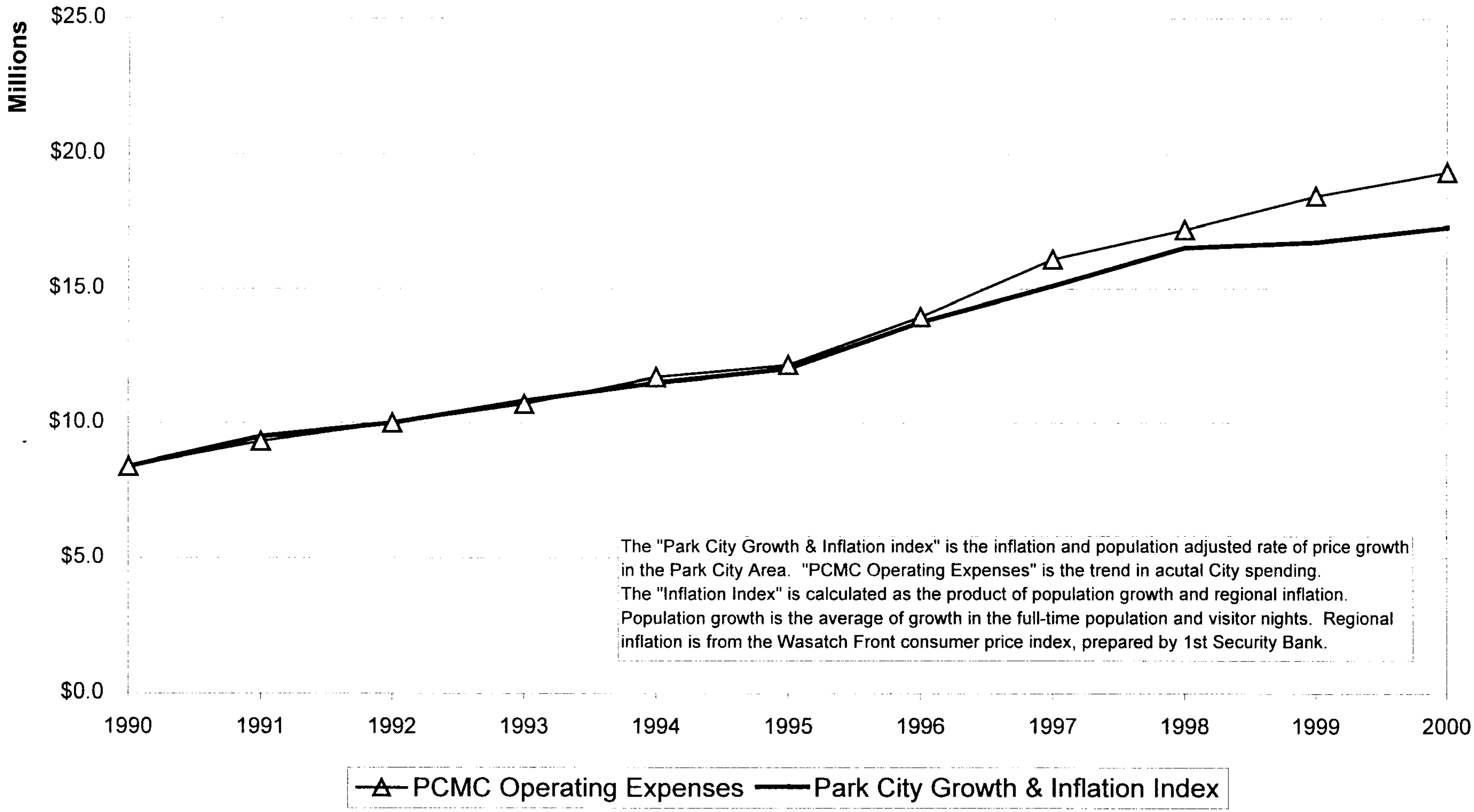
RECOMMENDATION: Review and comment on this informational report and provide direction as needed.

Exhibits:

1 Economic and City Expenditure Comparison Graph

2 - 4 Future Projections Based on Past Performance Scenarios

EXHIBIT 1
OPERATING EXPENSES COMPARED TO REGIONAL GROWTH INDEX
(All Funds)



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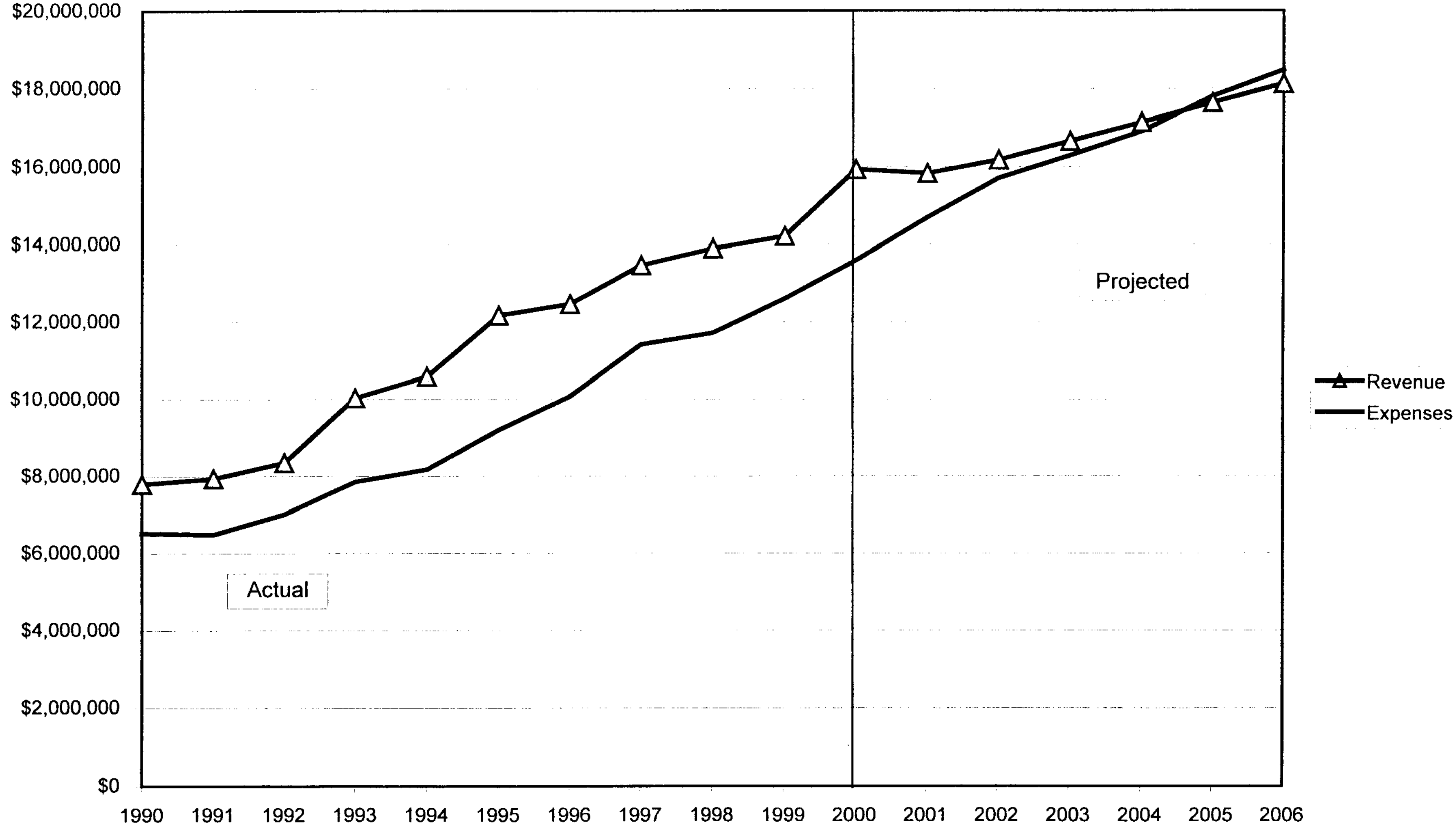
12/11/00

EXHIBIT 2
PCMC OPERATING REVENUE & EXPENSES (General Fund)
Scenario Name: Without 2001 Spending Correction - Baseline Revenue



12/11/00

EXHIBIT 3
PCMC OPERATING REVENUE & EXPENSES (General Fund)
Scenario Name: Baseline

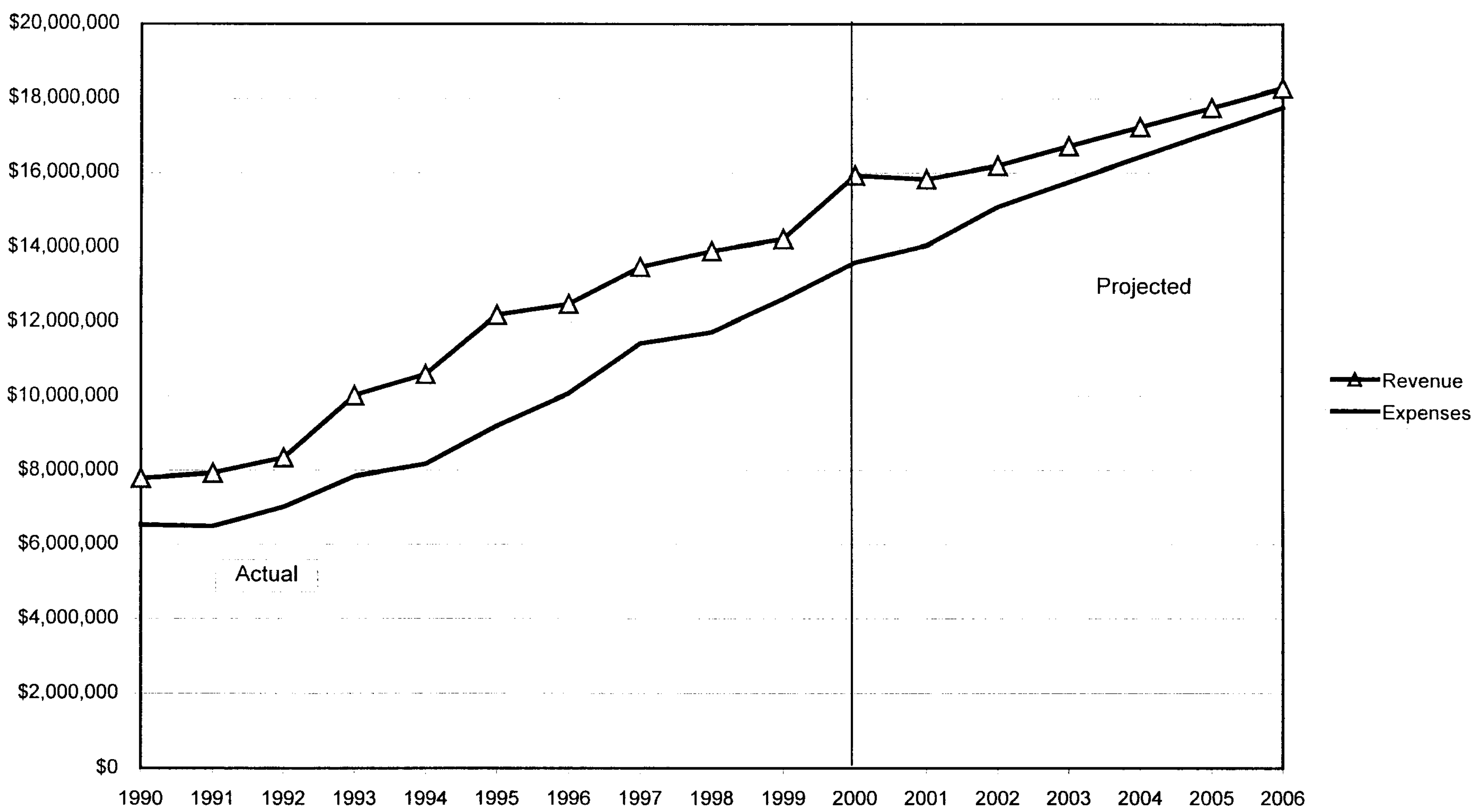


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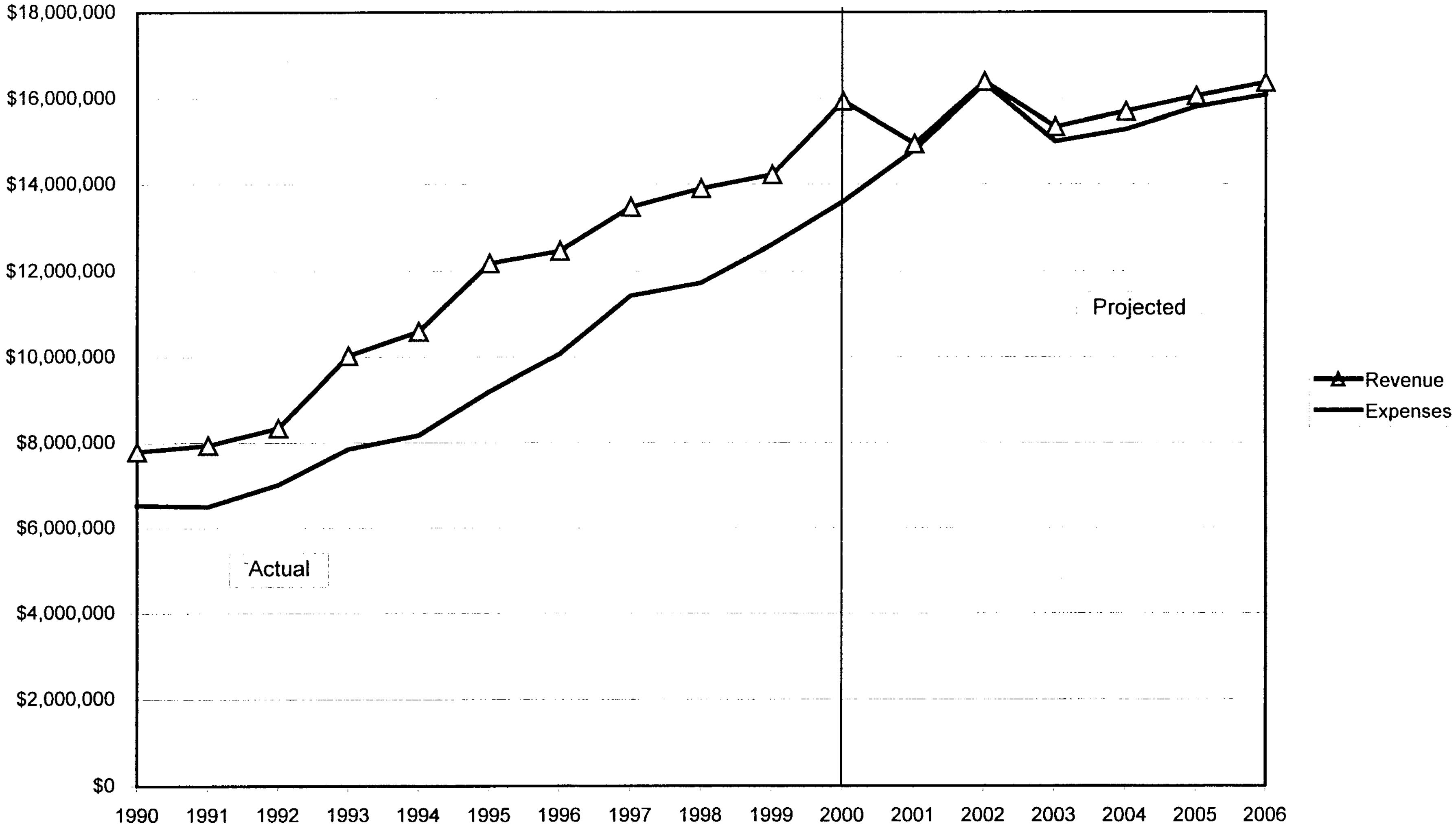
EXHIBIT 4

PCMC OPERATING REVENUE & EXPENSES (General Fund)

Scenario Name: 2002 Olympics Impact



12/11/00

RESOLUTION IN APPRECIATION OF DENNA WRIGHT'S MANY CONTRIBUTIONS TO THE PARK CITY COMMUNITY

WHEREAS, Denna Wright, our wonderful Children's and Young Adult Librarian, will be leaving the Park City Library after nearly 18 years as she and her husband Bob will be joining VISTA (Volunteers in Service to America) in the Pacific Northwest, where they will put their considerable skills to use in service to others; and

WHEREAS, Denna is the only Library staff member who has worked in all three Park City Libraries. She began as a volunteer at the Main Street facility, organizing story times and other programs and activities for the City's younger population. Then, she was hired by the City as a full time employee at the Miners Hospital, and with the City's help, obtained her MLS degree from BYU, focusing on Children's and Young Adult literature and services; and

WHEREAS, as the Library has grown and moved to its present location at the Library and Education Center, so have Denna's responsibilities. She manages and selects our audio book collection and has taken on the creation and management of our Outreach Program to our Spanish speaking population;

NOW, THEREFORE, BE IT RESOLVED that truly, Denna has been an exceptional City and Library employee, and a friend and mentor to many. We will miss her wonderful personality, calmness, and unique perspective, and we wish her the very best in pursuing her new vocation.

PASSED AND ADOPTED this 14th day of December, 2000.

PARK CITY MUNICIPAL CORPORATION

Mayor Bradley A. Olch

Attest:

City Recorder Janet M. Scott

PARK CITY
1884

COUNCIL AGENDA REPORT

DATE:	December 14, 2000
DEPARTMENT:	Administrative Services
AUTHOR:	Lori Collett, Finance Manager
TITLE:	Audit Report
TYPE OF ITEM:	Informational

SUMMARY RECOMMENDATIONS: Accept the audit. No other action is required.

DESCRIPTION:

A. Topic:

Audit report for the Fiscal Year Ended June 30, 2000. The following is an overview of the Audit Report.

B. Background:

Overview of City's Financial Position as of June 30, 2000

The City's General Fund ended the 1999-2000 fiscal year with a fund balance of $2,714,487 of which $346,072 was allocated for use in fiscal year 2000-2001. On October 19, 2000, City Council legally amended the fiscal year 2000-2001 budget transferring the remaining $346,072 General Fund balance to fund future capital expenditures identified in its five-year capital improvement program. The remaining undesignated General Fund balance of $2,368,415 increased by $1,020,881 when compared to last year and is within the statutory limitation on the amount the City may carry in the fund balance in the General Fund in the case of an economic downturn. Departments' expenditures were under budget by approximately $947,644. Actual revenues came in $901,685 more than projected (Approximately $355,735 in sales and resort taxes, $45,335 in franchise taxes, $310,453 in planning and building fees and $190,162 in other revenues such as interest).

The Water Fund working capital decreased by ($668,944) leaving a balance at year end of $5,879,598. The net loss for the fund was ($243,994) after depreciation expense of $866,943 compared to net income from the prior year of $407,395. The Water Fund ended the year with a debt service coverage rate of .97 on all of its debt (1.25 required). These decreases were caused by water well exploratory expenses which were expensed as incurred. The City capitalizes costs associated with water exploration in the Water Fund when such efforts result in successful water wells. During the year ended June 30, 2000, the Water Fund expensed approximately $860,000 relating to such costs.

The City's Golf Course Fund ended the Fiscal Year with a decrease in working capital of ($79,056) due to an increase in current liabilities as a result of borrowing $231,796 from capital project funds. Net loss, including depreciation of $152,309, was ($57,888) compared to net loss from the prior year of ($306,774). Despite the loss from FY 1999-2000, on a whole the fund continues to be a self-supporting operation which does not require an operating subsidy from the General Fund.

With a $506,000 subsidy from the General Fund, the Recreation Fund ended the year with an increase in working capital of $48,515. This brings the fund's working capital balance from $193,038 to $241,553. Net loss, including depreciation of $137,992, was ($80,409) compared to the net loss from the prior year of ($173,845). The Recreation Fund is currently budgeted to receive a General Fund subsidy of $511,500 in fiscal year 2000-2001.

The Transportation and Parking Fund experienced a ($35,397) decrease in working capital due primarily to the increase at June 30, 2000, of the accounts payable due to contractors working on the Transit Center. Net income for the fund was $2,533,720 after depreciation of $236,721 compared to a net income from the prior year of $1,600,190.

General Obligation Bonds - Audit of Bond Expenditures

Resolution No.16-98, *Resolution to Appoint a Citizens Committee to Advise the City Council on Community Priorities for Open Space Acquisition, Methods to Permanently Preserve Open Space, and to Account for Expenditure of Open Space Bond Proceeds should Voters Approve a General Obligation Bond to Preserve Open Space*, requires the City to annually audit bond expenditures and report the results of such audit to the public. During the year ended June 30, 2000, five parcels of land were purchased for a total of $3,445,800. All bond proceeds received, expenditures made for land purchases and other miscellaneous items of revenue and expense relating to the General Obligation Bonds Series 1999, are included in the City's fiscal year ending June 30, 2000, general purpose financial statements, and were audited by Deloitte & Touche LLP.

Comments from the City's Audit Firm of Deloitte and Touche LLP

The auditors identified no major improvement areas or areas involving material weakness in the operations or internal control structure of the City. The auditors identified one single audit finding of a draw down for $430,969 on the Transit Center's grant that was received for certain environmental remediation costs which were not allowed under the federal grant contract. Both eligible and ineligible environmental remediation costs were separately identified on the City's internally generated cost schedule. However, in the preparation of the draw down request, ineligible costs were mistakenly included in the total costs requested for reimbursement. Therefore, the City received reimbursement from the FTA for costs which were not allowable under the grant agreement. However, the internal control procedures of the City identified the error prior to submission of the following draw down request and the error was corrected in draw down request #15. The City will determine what interest, if any, should be refunded to the FTA.

The auditors also identified two State Compliance issues. The City incurred expenditures in excess of the budget in the Municipal Building Authority Debt Service Fund. The actual expenditures in this fund were approximately $1,870,000 and the budget was approximately $1,842,000. The MBA 1999 Series debt was issued shortly before the amended budget for FY2000 was finalized. The budget overage of $28,000 was caused by a discrepancy in the amortization schedule provided to the Finance Manager for preparing the amended budget and the interest actually paid on June 15, 2000, to Zions Bank. The discrepancy was primarily a result of a misunderstanding of how Zions Bank would handle transactions between the MBA 1999 Reserve Fund bank account and the MBA 1999 Capitalized Interest bank account. The interest payment was made too late in the fiscal year to correct the amended budget for the debt service payment. The second finding was that the City's General Fund Balance on June 30, 2000, exceeded the legal 18% limit by $346,072. As discussed earlier, in order to comply with the State statutory limit, on October 19, 2000, the City amended the General Fund budget by transferring $346,072 to fund future capital expenditures identified in its five-year capital improvement program.

PARK CITY 1884

CITY COUNCIL STAFF REPORT

DATE: December 14, 2000
DEPARTMENT: Legal & Facilities and Special Events
AUTHOR: Mark Harrington, Melissa Caffey, and Tom Bakaly
TITLE: An Ordinance amending the Administrative Fee for Convention Sales in conjunction with the Sundance Film Festival (SECTION 4-3-9); amending the Taxicab and Shuttle Licensing definition of "Fare" to include other consideration or business (SECTION 4-15-1); amending parking regulations to prohibit engaging in business, advertising and media or film exposition in Public Parking Facilities (SECTION 9-2-4); AND amending sign regulations regarding Special Event Fliers to clarify limitations on posting (SECTION 12-8-1(L)); And

A Resolution replacing Resolution NO. 28-99 FEE RESOLUTION in its entirety, to amend Section 4.3, Convention Sales Fees

TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: Discuss proposal to amend certain ordinances and authorize additional expenditure of funds in the amount of $12,470 in order for the staff to effectively deliver services to the public and participants during the 2001 Sundance Film Festival.

DESCRIPTION:

A. Topic: Amendment of specific ordinances and request for additional funds to enhance the delivery of services during the 2001 Sundance Film Festival.

B. Background:

The Sundance Film Festival has grown and changed over the years due to the international and local success of the event. The organizers of the Festival meet each year with staff to go over changes and address City concerns. The staff of the Festival has been extremely responsive in this process. One major change is the number of ancillary or "mini-fests" that occur during Sundance but that are not licensed under Sundance's Master Festival License, and thus not under the control of the Festival staff. The growth and presence of these "mini-fests" occur at other successful festivals throughout the world-- Cannes for example, has the same logistical and service issues that appear in Park City. Although the other film-festival related events occur with all successful film festivals and even tend to add extra excitement and vitality to the atmosphere of the host cities, the impacts of these additional festivals can be significant, especially to a town the size of Park City. The discussion tonight stems from issues that arose during the 2000 and prior years' Sundance Film Festivals and from discussions with the Film Festival organizers and ancillary participants. The staff and organizers have identified several operational concerns and staff is before you to discuss solutions to those areas of concerns.

Every year the City deals with the issue of alternative festival participants and "Mini-fest" organizers posting fliers and posters throughout town. Several years ago, staff directed Sundance to erect kiosks on Main Street in order to provide a place for its participants to post their materials. These kiosks succeeded to a degree for a while, but last year the posting of fliers, posters and stickers was rampant and cost staff over $5,000 in sign replacement and sticker removal labor, as well as labor to maintain some semblance of order and neatness on Main Street and Park City throughout the Festival. The problem is generally not caused by the Sundance participants and film makers, but the other contingents and mini-fests that come to town as a result of the Sundance Film Festival. The questions that arise from this situation are: What can we do to prevent the same unfortunate situations from occurring during the 2001 Sundance Film Festival and how could we better enforce sign code, fliers, posters and all other violations this year?

Staff has identified several mitigating, one-time solutions it is proposing to City Council for the 2001 Sundance Film Festival time period including; ongoing Festival cleanup and post-festival cleanup, increased temporary code enforcement and for the City to build and erect kiosks for all festival participants and the general public. Staff is suggesting an administrative fee be added to the sales and convention license in order for the City to recoup some of the additional known costs associated with the processing of non-Master Festival licensed events. Staff also recommends significant efforts be taken to educate all event-related business license and sales and convention license applicants as well as the Park City business community as to the applicable regulations and processes associated with the film festival time period.

C. Analysis:

Staff has proposed a series of recommendations and actions to address the 2001 festival. Many of these recommendations are one-time with the hope that longer term solutions and ordinance revisions can be further implemented prior to 2002. The funding requests are for 2001 and longer term funding issues will need to be addressed in the FY 2001-02 Budget through the Program and Resource Analysis program and the efforts of the Service Level Analysis Committee.
Issues for Discussion/Proposed action Plans:

Issue #1: Administrative and regulatory costs for temporary events associated with Sales and Convention Licenses and not covered by current fees.

Proposed Solutions: The City has used the Business License Ordinance as a mechanism for regulating and managing events. State Law allows the City to recover costs associated with administrative and regulatory cost. Staff has identified additional administrative and regulatory costs associated with "minifests." Staff is therefore proposing that "mini-fests" be charged an additional $250 per sales and convention license. Staff analyzed the time building (2 hr/per), community development (2 hr/per) and special events staff (120 hours/total) spend on non-Sundance licensing during the Film Festival and, utilizing hourly charges by the Rosenthal study which is incorporated herein, determined that $250 is the appropriate amount to charge under this component of State Law. That amount also includes the base administrative fee covering Joy's time in licensing. This fee increase is only applicable to temporary licenses effective during the Festival since they are of a unique nature, volume and complexity that differentiates them as a class separate from other basic conventions which typically occur all at one venue, at one time and in a pre-existing meeting room.

In fact, the City incurs substantially more costs in processing these applications but some of these costs are outside the "administrative/regulatory costs" that the City is authorized to charge for under a normal business license, and must be charged for in another manner. (See below) State law does allow a fee to be charged for **disproportionate costs** associated with a particular business, but such a fee must be accompanied by an extensive study justifying the fee. Staff proposes completing the necessary analysis in order to charge this fee for special events and implementing the new fee in 2002.

Issue #2: Cleanup of Main St. and Park City for posters, fliers and stickers during and after the Film Festival event.

Proposed solutions: Staff requests Council consider expending funds that are not currently budgeted to cover the cost of extra staff to cleanup Main St. and Park City on a daily basis throughout the Film Festival, as well as an extensive cleanup after the festivals are over. Last year, the City often reallocated staff to clean up blatant sign and poster violations and messes on Main St., sometimes as many as seven staff members for an entire day. By the time the crews would finish with one side of the street, the violators had already repeated the offenses to the point that one could not determine the buildings, signs and structures had ever been cleaned. Staff recommends Council considering allocating funds for staff to cover minimal cleanup to protect the historic elements and basic aesthetic beauty of Main St. and, more significantly, for a thorough cleanup of the City after the festivals depart. The cost of the minimal cleanup (a three-person crew for four hours per day) and a post-festival cleanup is approximately $3,550.00. Council could also direct staff to provide more extensive daily cleanup, but the costs could run up to $10,000.00 based on last year's staff time spent on Main St., and staff believes that the extra time and funds spent on this are most likely not worth the results.

Issue #3: City provided kiosks for all non-Sundance organizations and participants.

Proposed solution; Staff requests Council consider the allocation of funds to build and erect four additional kiosks on Main Street for all general, festival-related organizations to utilize for dissemination of their publicity and event information. The reasoning here is that this solution would provide a venue for allowing information dissemination that would then preclude the necessity for the unplanned, haphazard placement of publicity materials on the buildings, trash cans, public signs and other structures that has occurred in the past. The additional kiosks would be placed in areas such as Miner's Park and the Post Office to (hopefully) prevent damage to these and other vulnerable areas. The addition of these kiosks would provide an information venue for all non-Sundance licensed events while disallowing any other exceptions for individual, non-Master Festival Licensed organizational kiosks, banners, signs, etc., while equitably providing temporary publicly visible opportunities to all other Mini-fest participants and related organizations. (The Sundance Film Festival's sign plan is separately approved by staff in conjunction with their Master Festival License.) The Parks Department has designed an accordion-style plywood structure that would cost approximately $750.00 per structure and staff recommends building and placing these kiosks in a minimum of four areas on Main Street, the cost of which would be $3,000.00. Of course, Council could direct staff to provide a greater or lesser number of kiosks, which would raise or lower the cost.

Issue #4: Non-permitted and illegal signs, banners, lighting and other code violations.

Proposed Solution: In years past, the City has lacked the amount of staff necessary to enforce code violations to any reasonable extent. Staff proposes Council consider allocation of additional funds to provide for the hiring of four temporary code-enforcement officers in order to reduce the number of code violations including such things as non-permitted signs and banners, as well as non-licensed events and festivals. The number of officers staff believes would be beneficial, efficient and necessary to achieve this outcome is four officers–two officers per eight our shift, two shifts per day, for a ten day period. The cost of hiring the temporary code-enforcement officers is approximately $16.00 per hour, so the cost to the City would be approximately $5,120.00. The Council could, of course, direct staff to increase or lower this number, which would then raise or lower this amount. Staff also requests direction from Council as to its willingness and commitment to prosecute the code violators regardless of any potential negative public relations or publicity issues. In the past, many of the violations were not aggressively prosecuted due to several factors including difficulty in determining/witnessing responsible party, volume of non-compliance, public relations with festival participants and the fact that enforcement often created a greater disturbance due to the reaction of the violator/press. These issues will remain difficult to deal with. The proposed Ordinance clarifies the limitations on posting the fliers.

Issue #5: Taxi/Shuttle Revision Stuff – Bring "Movie Taxis" within the definition of a taxi or shuttle.

Proposed Solution: In the past few years novel ways of showing films have occurred. Last year a "mini-fest" called Van Dance showed films in a taxi cab as it drove around town. Other events have occurred in recreational vehicles parked on city streets or on vacant lots. This year, several organizers have contacted the City to attempt to run shuttles up and down Main Street while showing videos to their fares. The City does not wish to prohibit such activity, but where the public invitee is being transported just like a taxi, the same public welfare and safety protections should apply (insurance, licensing and safety requirements). Accordingly, if the Council wishes to treat these enterprises on equal footing with taxis, the same licensing should apply. Due to the parking shortage and policy of turning over the paid parking spots, such enterprise would be prohibited in Public Parking Facilities.

Issue #6: Education of alternative festival and event organizers and participants, as well as Main Street businesses property owners and City Staff regarding non-Master Festival licensed activities and regulations.

Proposed Solution: Staff requests Council's consideration and support of the following actions that might further mitigate former problems throughout Park City during the Sundance Film Festival: A) Notify by mail all Main Street Business/property owners and advise them of permits required by those subletting their space, as well as associated regulations. Meet with those merchants that do not have a clear understanding of or questions regarding the sublease regulations and permits.

B) Meet with all Park City copying businesses regarding the regulations for fliers, posters and stickers and request that they distribute the regulations along with the posters, fliers and stickers they produce.

C) Post all applicable information mentioned above on the City Web site, along with appropriate contact information.

D) Educate all appropriate staff, especially the Police Department, which receives many of the complaints regarding violations, as to all event-related and applicable rules, regulations and enforcement priorities and procedures to ensure that the public is being given unified , necessary and accurate information.

Issue #7: Use of the former Mahwinney parcel for Sundance parking for the Library and Education Center.

Staff requests the City Council take public comment on and authorize the use of the space for overflow parking, as required by the CUP.

D. Department Review:
The Public Works, Public Safety, Transportation, Building, Planning, Capital Management and Budget, Engineering, and Special Events Departments have all contributed to the review of this report.

ALTERNATIVES:

A. Approve the Request: Staff believes that the recommended ordinance changes contained in the attached ordinance and resolution will adequately address many Sundance issues on a one-time basis. The recommended additional expenditures in the amount of $12,470 will enable Staff to mitigate the associated impacts of the mini-fests.

B. Modify Deny the Request: City Council could modify components of the request to adequately address their concerns.

C. Deny the Request: City Council could deny the request and mitigate impacts as they occur during the festival.

D. Continue the Item: The next City Council meeting is tentatively scheduled for January 3, 2001. Continuing the item to that date would only give Staff two weeks to implement any desired programs before the start of the 2001 festival.

SIGNIFICANT IMPACTS: On October 19, 2000 Staff presented the Resort Economy component of the Program and Resource Analysis to City Council. Special events and the Sundance Film festival in particular are extremely important to Park City's resort economy. The Festival is an important economic generator for businesses and services in town. The 2000 Sundance Film Festival brought in approximately $36 million in indirect revenue to the Park City area during the duration of the 10 day festival. On January 11, 2001 Staff will present the findings of the City-wide Service Level Analysis which will include a discussion of what services we provide and what they cost.

Staff does not typically request the expenditure of unbudgeted funds. However, Staff believes that these expenditures are needed to mitigate the impacts of the mini-fests. Staff does not have the time to implement a comprehensive fee structure prior to the event, and is therefore only able to recover a portion the regulatory costs involved for this year. Staff is hopeful that ongoing expenses and revenues related to special events would be addressed as part of the FY 2001-02 budget process.

The table below represents the additional "mini-fests" costs that staff anticipates for this year. Staff recommends the base expenses at this time as opposed to the enhanced expenses. Rather than just overspend or assume these costs within the departmental budgets listed below, Staff recommends that the Venture Fund be used as a funding source for this year's incremental expenses. The current balance of the Venture Fund is $35,000. The City's budget policy states that Council must approve Venture Fund expenditures in excess of $10,000. Council needs to authorize the total expenditure amount of $12,470 even though those costs will be partially offset by additional fees.

Mini-fest Mitigation Impacts

Department	Service Provided	Base	Enhance
Leisure Services	Clean-up	$3,350	$10,000
Leisure Services	Kiosks	$3,000	$5,000
Facilities	Contract employee assistance	$1,000	$3,000
Community Development	Enhanced Code enforcement	$5,120	$10,000
Total Cost		**$12,470**	**$28,000**
Projected Fee Offset	Fee Revenue from 6 licenses	-$1,500	-$1,500
Total Impact		**$10,970**	**$26,500**

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: Not taking the recommended actions will likely cause prior year problems associated with "mini-fests" to continue. The unmitigated impacts of the "mini-fests" undermine the overall success of the Sundance Film Festival and may jeopardize the long-term occurrence of the festival in Park City.

RECOMMENDATION:

Staff recommends that City Council approve the attached ordinances and resolution and authorize the additional expenditure of $12,470 from the Venture Fund on a one-time basis to help mitigate the impacts of "mini-fests."

Ordinance No. 00-__

AN ORDINANCE AMENDING TITLE 4 OF THE MUNICIPAL CODE OF PARK CITY RELATING TO BUSINESS LICENSING TO AUTHORIZE AN INCREASED ADMINISTRATIVE FEE FOR CONVENTION SALES IN CONJUNCTION WITH THE SUNDANCE FILM FESTIVAL (SECTION 4-3-9); AMENDING THE TAXICAB AND SHUTTLE LICENSING DEFINITION OF FARE TO INCLUDE OTHER CONSIDERATION OR BUSINESS (SECTION 4-15-1); AMENDING TITLE 9 PARKING REGULATIONS TO PROHIBIT ENGAGING IN BUSINESS, ADVERTISING AND MEDIA OR FILM EXPOSITION IN PUBLIC PARKING FACILITIES (SECTION 9-2-4); AND AMENDING TITLE 12 SIGN REGULATIONS REGARDING SPECIAL EVENT FLIERS TO CLARIFY LIMITATIONS ON POSTING (SECTION 12-8-1(L)).

WHEREAS, the state legislature amended Utah Code Ann. §10-1-201 to revise municipal authority with regard to business license fees; and

WHEREAS, the state legislature identified the costs of administrative services as municipal services eligible for revenue generation by business license fees; and

WHEREAS, the City wishes to comply with said legislation by amending its business license ordinances to recover administrative costs incurred by the City in issuing convention sales licenses during the Sundance Film Festival; and

WHEREAS, the City has a legitimate health, safety and welfare interest in ensuring that like entities providing transportation services to the public are treated equally and the public is protected to the most reasonable extent possible; and

WHEREAS, the City's transportation and parking plans are dependent on timely turnover of parking spaces and commercial activity in Parking Facilities is contrary to such turnover, except where expressly permitted with proper mitigation and planning; and

WHEREAS, the Historic District of Park City constitutes a unique and rare example of the historic mining past of this state; and

WHEREAS, the City has received numerous visitor and citizen complaints regarding handbills being posted on buildings, statues and other public property and handbills being strewn along the sidewalks, streets and other public rights of way, which has caused blocked sidewalks, restricted parking, and increased litter; and

WHEREAS, the beauty and appearance of the Historic District is of great importance; and

WHEREAS, handbills have been a major source of litter, clutter and a visual blight, particularly in the Historic District; and

WHEREAS, a public hearing was held on December 14, 2000; and

WHEREAS, the following ordinance is deemed by the City Council to be in the best interest of the residents of Park City;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Park City, Utah as follows:

SECTION I. **PURPOSE**. The purpose of the new administrative fee enacted hereby for convention sales issued during the Sundance Film Festival is explained in the Executive Study attached hereto as **Exhibit A** and incorporated herein by reference.

SECTION II. **AMENDMENT**. Chapter 3, Title 4 of the Municipal Code of Park City is hereby amended as follows:

4- 3- 9. CONVENTION SALES.

The Finance Department may issue licenses for a period not to exceed two (2) weeks for temporary use of convention and meeting rooms within any licensed convention or meeting facility for the purpose of temporary retail sales of goods or services, whether in conjunction with a convention or not. Solicitation of orders for future sales or deliveries of goods or services is permissible without licensure. The licenses may be issued on the following terms:

(A) LICENSE FEE. The license fee shall be as set forth in the Park City License Fee Schedule. An additional Administrative Fee as set forth in the Park City License Fee Schedule is hereby authorized for all such temporary licenses issued during any portion of the Sundance Film Festival.

(B) STATE TAX NUMBER. The applicant must provide his sales tax identification number as a part of the license application to assist in verifying the collection and reporting of sales tax.

(C) APPLICATIONS. Applications must be filed at least ten (10) days prior to the proposed date of commencement of business to permit adequate time for the Police Department review and investigation. The police may request reasonable evidence of title to goods proposed to be offered for sale as a part of the review.

(D) RESPONSIBILITY OF HOST BUSINESS TO ENSURE LICENSING. Businesses which make a portion or portions of their licensed business locations available to other persons for the purpose of engaging in business shall be responsible to ensure that such persons obtain business licenses and possess Utah state sales tax numbers listed in Park City. In the event a licensed hotel, motel, inn or bed-and-breakfast business fails to require such a showing, that business shall be liable for payment of all license fees and penalties payable by the person engaging in business at their licensed location.

SECTION II. **AMENDMENT**. Chapter 1, Title 4 of the Municipal Code of Park City is hereby amended as follows:

The following definitions are hereby amended in MCPC § 4-1-1:

(C) **FARE**. The consideration or charge for hire of a taxicab to deliver a passenger with zones determined by each taxi company. Consideration may include non-cash value such as participating in a commercial promotional activity such as viewing real estate or timeshare information, merchandise or art display, or display of movies, videos, or DVDs within or on a Vehicle in exchange for the passenger delivery.

G) **TAXICAB**. A vehicle used to transport passengers for a ~~fee~~Fare. These vehicles must meet the requirements of this Chapter.

SECTION III. **AMENDMENT**. Chapter 2, Title 9 of the Municipal Code of Park City is hereby amended as follows:

9- 2- 4. PARKING FOR CERTAIN PURPOSES PROHIBITED.

It shall be unlawful to Park a Vehicle on any Street or within any Public Parking Facility for the following purposes.

(A) Displaying the Vehicle for sale;

(B) Greasing, servicing, or repairing the Vehicle, except to the extent necessary under emergency conditions to move a disabled Vehicle;

(C) Displaying of advertising, or any commercial promotional activity, whether free or for charge, such as real estate or timeshare information, merchandise or art display, or display of movies, videos, or DVDs within or on a Vehicle;

(D) Selling food or other merchandise, or soliciting orders for food or merchandise, except when properly licensed by Park City to do so;

(E) Camping or other habitation.

SECTION IV. AMENDMENT. Chapter 8, Title 12 of the Municipal Code of Park City is hereby amended as follows:

12- 8- 1. SIGNS EXEMPT FROM PERMIT REQUIREMENT.

The following signs are not subject to a permit requirement. They shall be regulated by the following size and placement standards and shall not be included when calculating permitted sign area for any parcel, use or development. Building permits may be required for the installation of these signs even though they are exempt from design review and regulation.

(L) SPECIAL EVENTS FLIERS. Fliers or posters advertising special events may be displayed on the inside of windows of businesses, provided all window signs do not exceed thirty percent (30%) of window area and the owner of the business approves of the placement. Such posters may be displayed for up to one week prior to an event, and must be removed within forty-eight (48) hours after the event. Posters or fliers may not be tacked up to the exterior of any building nor upon any sidewalk, crosswalk, curb, curbstone, street light post, hydrant, tree, shrub, parking meter, garbage can or dumpster, automobile, electric light, power or telephone wire pole, or wire appurtenance thereof, fire alarm or hydrant, street furniture, park benches or landscaping, any lighting system, public bridge, drinking fountain, statue, life saving equipment, street sign or traffic sign ~~to telephone/utility poles or distributed by placement on parked automobiles~~ or on door steps~~, etc~~.

SECTION V. EFFECTIVE DATE. This ordinance shall become effective upon publication.

PASSED AND ADOPTED this 14th day of December, 2000.

Park City Municipal Corporation

Bradley A. Olch, Mayor

Attestation by:

Janet M. Scott, City Recorder

Approved as to Form:

____
Mark D. Harrington, City Attorney

Resolution No. __-00

A RESOLUTION REPLACING RESOLUTION NO. 28-99 FEE RESOLUTION IN ITS ENTIRETY, AMENDING SECTION 4.3, INCREASING CONVENTION SALES FEES

WHEREAS, it is necessary to update the fee schedule to reflect the changing costs of performing services and providing public benefits; and

WHEREAS, in amending the City's Convention Sales fees it is necessary to comply with recently amended Utah Code Annotated, Section 10-1-201, and

WHEREAS, the City has conducted an analysis of administrative and building plan review costs of temporary licenses effective during the Sundance Film Festival and has determined that the actual cost of performing such services exceeds the current fee; and

WHEREAS, the City Council desires to recover fees in an amount that is reasonable and/or directly proportionate to the actual cost of providing such services; and

WHEREAS, pursuant to statutory authority, Park City is authorized and desires to enact and amend its fee schedule;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Park City, Utah, as follows:

SECTION 1. AMENDMENT. Resolution No. 28-97 is hereby replaced in its entirety, by the schedule attached as Exhibit A, which includes the amendment to Section 4.3, a fee for Convention Sales during the Sundance Film Festival, to $250.00.

SECTION 2. **EFFECTIVE DATE**. This Resolution shall take effect on January 1, 2001.

PASSED AND ADOPTED this 14th day of December, 2000.

PARK CITY MUNICIPAL CORPORATION

____
Mayor Bradley A. Olch

Attest:

____
Janet M. Scott, City Recorder

Approved as to form:

____
Mark D. Harrington, City Attorney

400.00	fourth violation
500.00	for the fifth violation and for each subsequent violation within that calendar year.

2.6 Water Service Reinstatement Fee

$100 fee for meter shut off because of non-payment of account.

2.7 Water Service Call Fee $50 fee per service call

2.8 Water Meter Testing Fee $50

SECTION 3. BEER AND LIQUOR LICENSE

See attached Beer and Liquor license fees adopted and incorporated herein by this reference.

SECTION 4. PEDDLERS AND SOLICITORS LICENSING

4.1 Solicitors Licensing Fee: $75.00 annually for each person licensed as a solicitor, except that any business which has already paid its solicitation fee of $75.00 shall pay $10.00 annually for every additional solicitor.

4.2 Street Musicians: $5.00 per day for no more than 10 days

4.3 Convention Sales: $50.00 plus 5% of the regular Park City business license fee for a business of that type, with the square footage based on the square footage of the meeting or convention facility (or portion thereof) rented or used by the licensee for his sales location site at the convention site. For licenses effective during the Sundance Film Festival, the fee shall be $250.00.

4.4 Outdoor Sales

$ 5.00	In addition to the regularly issued business license for that business.
4.00	In addition to the regularly issued business license for that business if business is a member of merchant's association organizing the outdoor sale.
50.00	Seasonal plants, Christmas trees or landscaping materials for a maximum period of 8 weeks per year.

SECTION 5. MISCELLANEOUS LAW ENFORCEMENT FEES.

5.1 Alarm Monitoring Fees

PARK CITY 1884

DATE: December 14, 2000
DEPARTMENT: Olympics Services
AUTHOR: Frank Bell
TITLE: Memorandum of Understanding for Olympic Public Safety Services
TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS:

Approve the amended Memorandum of Understanding (MOU) between the venue communities, the State of Utah, and the Salt Lake Olympic Organizing Committee.

DESCRIPTION:

A. Topic:

An MOU has been created to address funding and management issues for public safety services for the 2002 Olympics, and is attached to this staff report. The MOU was mandated by the legislature, and the legislative intent language is also attached.

B. Background:

The 2000 legislature repealed the sales tax levied on Olympic tickets in 1998. In doing so, the estimated $13 million dollars in anticipated revenue became revenue for SLOC. The legislature then mandated that the money be channeled into an escrow account to help offset anticipated expenses for Olympic Public Safety Services. The mechanism to manage public safety services for the Games is the Utah Olympic Public Safety Command (UOPSC), established by the legislature in 1997. The mechanism to establish and manage the escrow account was a Memorandum of Understanding between SLOC, the State, and venue communities. That MOU was approved by the City Council in the Spring of 1999. It was also approved by the other venue communities and SLOC, but was never signed by the state. The issue concerned who was the caretaker of the account. The state was originally uncomfortable controlling the money for fear that liability might attach to the state in the event public safety costs for the Games exceeded dedicated resources.

Those issues have been resolved and some language changes have been made to the document approved by the Council earlier this year. Those language changes involve the insertion of legislative intent language into the document and the deletion of language indemnifying Salt Lake City. In reviewing the new document, staff felt that the changes were significant enough to warrant a new approval process. None of the language changes directly affect Park City since our public safety resources are so small.

C. <u>Analysis:</u>

The language changes do not adversely affect Park City as we are essentially "takers" in the public safety services for the Games. Additional resources will be provided to Park City by UOPSC to carry out our public safety mission. The $13 million is only about half of what may be necessary to adequately meet the public safety needs of the Games. An additional $2 million will be provided by SLOC, and there are several funding requests pending at the federal level to make up the difference.

D. <u>Department Review:</u>

The Olympic Services Department, Legal Department, and City Manager.

<u>ALTERNATIVES</u>

A. Approve the Recommendation: The Council may approve the recommendation to sign the MOU based on its agreement with the terms and conditions..

B. Deny the Recommendation: The Council may not agree with the conditions of the MOU and choose not to sign.

C. Modify the Document: The Council may suggest additional language changes in which case the MOU would go back to the other parties who would also have to agree with the changes.

D. Do Nothing: Council could choose to neither accept or reject the MOU, the consequences of which would be uncertain.

<u>SIGNIFICANT IMPACTS:</u>

Participation in the MOU helps Park City recover its own public safety costs associated with the Olympics as well as facilitates the use of borrowed manpower and equipment to supplement our relatively meager resources.

<u>CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:</u>

It is unclear what happens if one or more parties fail to sign the MOU. The legislature made it clear that the transfer of ticket tax revenue to public safety funding was directly tied to relevant parties agreeing to the management principles established in the MOU by the end of the year. It is conceivable that the legislature could revisit their repeal of the ticket tax and associated escrow account which could damage our ability to recover Olympic public safety costs.

<u>RECOMMENDATION:</u>

Approve and authorize the mayor to sign the MOU.

Memorandum of Understanding

This Memorandum of Understanding ("MOU") is entered into as of this ___ day of December, 2000, among the Salt Lake Organizing Committee for the Olympic Winter Games of 2002 ("SLOC"), the Utah Olympic Public Safety Command ("UOPSC"), the Venue Communities (as defined below), and the Venue Service Districts (as defined below).

Background

A. SLOC has been formed to plan and conduct the Games and the Paralympics.

B. Each of the Venue Communities will host a competition and/or non-competition venue for the Games and/or the Paralympics and, in connection therewith, will incur certain costs in providing Public Safety Services and Other Services.

C. Each of the Venue Service Districts will incur certain costs in providing Public Safety Services and Other Services.

D. The parties to this MOU wish to confirm their agreements in principle regarding planning and payment of Public Safety Services and Other Services.

Understanding

The parties hereby agree as follows:

1. Definitions.

a. "Base Costs" means the salaries (not including overtime) and benefits of personnel providing Public Safety Services, together with their existing equipment and related overhead.

b. "Games" means the XIX Olympic Winter Games, to be held in and around Salt Lake City, Utah in February 2002.

c. "Other Services" means

(i) government services, other than Public Safety Services, provided by the state of Utah, Venue Communities, Venue Service Districts and other Utah cities, counties and government agencies at the request of SLOC in connection with the Games and the Paralympics, as more particularly described in paragraph 7 of this MOU;

(ii) services required to be provided by Salt Lake City pursuant to the Host City Agreement between Salt Lake City, the International Olympic Committee and the United States Olympic Committee; and

(iii) services necessitated by the Games and required by law.

d. "Paralympics" means the VIII Paralympic Winter Games, to be held in and around Salt Lake City, Utah in March 2002.

e. "Public Safety Plan" means the written plan for Public Safety Services directly related to the Games and the Paralympics to be developed by UOPSC in accordance with UCA § 53-12-202 and paragraph 2 of this MOU.

f. "Public Safety Services Escrow" means an escrow account with the Utah State Treasurer or another third party acceptable to the parties to this MOU, as more fully described in paragraph 4 of this MOU.

g. "Public Safety Services" means the law enforcement and public safety services to be provided by the state of Utah, Venue Communities, Venue Service Districts and other Utah cities, counties and governmental agencies in connection with the Games and the Paralympics, as provided in the Public Safety Plan.

h. "UOPSC" means the Utah Olympic Public Safety Command, which was formed pursuant to UCA § 53-12-101, *et. seq.*

i. "Venues" means SLOC's competition and non-competition venues and official park-and-ride lots for the Games and the Paralympics.

j. "Venue Communities" means the following cities and counties:

Ogden City
Park City
Provo City
Salt Lake City
Salt Lake County
Summit County
Utah County
Wasatch County
Weber County
West Valley City

k. "Venue Service Districts" means such of the following service districts and centers as sign this MOU:

Park City Fire Service District
Valley Emergency Communications Center
Wasatch County Fire Service District
Weber Area Consolidated Dispatch Center
Weber Fire Service District

2. Public Safety Plan.

a. In consultation with state of Utah and local public safety agencies and SLOC, UOPSC will establish the Public Safety Plan.

b. The Public Safety Plan will include all elements of Public Safety Services, including (i) Public Safety Services provided inside of Venues (*i.e.*, at or inside the perimeter of Venues), (ii) Public Safety Services provided outside the Venues, and (iii) appropriate training of law enforcement and public safety personnel relating to the provision of Public Safety Services.

c. The Public Safety Plan shall include plans to deal with unforeseen contingencies.

d. The Public Safety Plan will include all law enforcement and public safety personnel (whether employed by a Venue Community, Venue Service District or other Utah counties, cities or government agencies) and resources utilized in the performance of the Public Safety Plan.

e. The parties to this MOU acknowledge the importance of providing appropriate levels of Public Safety Services. The parties also acknowledge that the resources available to pay for Public Safety Services are limited. The parties will work together in good faith both to minimize the costs of such services while planning and providing appropriate Public Safety Services. UOPSC will have ultimate authority to approve the level of Public Safety Services to be included in the Public Safety Plan; provided, however, that the delivery of Public Safety Services shall not, without the express consent of the employing Venue Community or Venue Service District, require more than 40% of any such entity's available public safety personnel and equipment. The Plan shall accommodate the existing requirements for Public Safety Services unrelated to the Games and the Paralympics.

f. The parties acknowledge that UOPSC is receiving $4 million from the federal government to pay the costs of developing the Public Safety Plan.

g. UOPSC will exercise its best efforts to develop and implement the Public Safety Plan at a cost not to exceed the total of (i) the amount of the Public Safety Services Escrow, (ii) the amount of support obtained from the federal government, (iii) other funds or assets donated, assigned, loaned, or otherwise given to UOPSC or

SLOC for Olympic-related public safety purposes, and (iv) costs paid by SLOC as described in paragraph 5 of this MOU.

h. As allowed by UCA § 53-12-202, SLOC will enter into a contract with UOPSC for the Public Safety Services required for the Games.

3. Federal Funding.

a. The parties acknowledge the need to obtain funding and resources from the federal government to pay an appropriate portion of the costs of both Public Safety Services and Other Services required in connection with the Games and the Paralympics.

b. The parties also acknowledge that requests for federal funding for matters not directly related to the Games and the Paralympics are inappropriate.

c. The parties acknowledge that all requests for federal assistance and funding for Public Safety Services must be submitted by UOPSC, and that requests for federal assistance and funding for Other Services may need to be submitted in the name of or on behalf of a Venue Community, Venue Service District or the State. However, SLOC will coordinate all efforts to secure federal assistance and funding for (i) Public Safety Services, (ii) preparation and implementation of the Public Safety Plan, (iii) public safety planning by Venue Communities and Venue Service Districts, and (iv) Other Services.

d. Each Venue Community, each Venue Service District, and UOPSC will cooperate with this coordination effort.

4. Public Safety Services Escrow.

a. The parties acknowledge that in 1998 the state of Utah imposed sales tax on tickets sold by SLOC. Based on SLOC's promises described in this paragraph 4, the Legislature of the State of Utah, during its 2000 General Session, exempted certain admission or user fees relating to the Games from sales tax, provided that the conditions listed in S.B. 272 (2000 General Session) and its intent language are complied with. The parties agree to comply with those conditions. The intent language of S.B. 272 is attached hereto as Attachment I.

b. The agreements and understandings in this MOU are conditioned upon the continued exemption of certain admission or user fees relating to the Games from sales tax, as described in paragraph 4.a. of this MOU.

c. SLOC agrees to deposit into the Public Safety Services Escrow with the Utah State Treasurer or another third party acceptable to the parties to this MOU, as SLOC sells tickets to Games and Paralympic events, an amount equal to 6.35 percent of the actual purchase price for those tickets. SLOC guarantees that this amount will total not less than $13 million, and will deposit the amount of any shortfall into the Public Safety Services Escrow by February 1, 2002.

c. Interest earned on the funds in the Public Safety Services Escrow will inure to the Escrow. SLOC guarantees that this interest will total not less than $2 million, and will deposit the amount of any shortfall into the Public Safety Services Escrow by February 1, 2002.

d. The Public Safety Commander (as established by the State Olympic Public Safety Command Act) will administer the Public Safety Services Escrow as provided in this MOU and the services agreement with SLOC referenced in paragraph 2(h) of this MOU.

e. The state's repeal of the sales tax on SLOC tickets described in paragraph 4(a) does not obligate, bind, or commit the state to provide any funds to, or to hold harmless or assist in any way, any public or private entity for the costs of public safety or any other services associated with hosting the Games or the Paralympics.

5. SLOC's Operational Plans. The parties acknowledge that SLOC's operational plans include elements of perimeter control and crowd management at the perimeter of and inside Venues, and that SLOC and UOPSC are working to integrate SLOC's operational plans with the Public Safety Plan. The parties also acknowledge that elements of SLOC's operational plans are eligible for traditional federal support and, therefore, will be requested from the federal government by UOPSC in accordance with paragraph 3 of this MOU. SLOC will pay the remaining costs of planning and implementing its operational plans.

6. Payment of Public Safety Costs.

a. Each Venue Community, each Venue Service District, each non-venue community and the state of Utah shall contribute the Base Costs of its respective personnel participating in the Public Safety Plan (but not including temporary public safety personnel hired by UOPSC pursuant to the Public Safety Plan from other than Utah public entities).

b. The Public Safety Commander will use funds appropriated or otherwise provided by the federal government and the funds in the Public Safety Services Escrow to reimburse the costs beyond Base Costs that are incurred by Venue Communities, Venue Service Districts, non-venue communities and the state of Utah under the Public Safety Plan. Such costs shall include the overtime costs, if any, of public safety personnel not participating in the Public Safety Plan, incurred in order to maintain adequate levels of public safety as a result of the absence of public safety personnel participating in the Public Safety Plan.

c. SLOC will assume responsibility for the net cost of Public Safety Services (*i.e.*, costs beyond Base Costs) to the extent such costs (i) relate to Public Safety Services contemplated by the Public Safety Plan, including contingency plans included therein, and (ii) are not covered by funds in the Public Safety Services Escrow, by other funds or assets donated, assigned, loaned or otherwise given to UOPSC for Olympic-related public safety services, or by funds, services or equipment provided by the federal government, as verified by the Public Safety Commander within 60 days of the conclusion of the Games and the Paralympics.

d. SLOC shall also pay the costs of additional public safety services that are not part of the Public Safety Plan and that are incurred by a Venue Community, Venue Special District, the state of Utah or other participating public entity if such additional public safety services are authorized by the Public Safety Commander as provided in UCA § 53-12-301(3) in a manner to be specified in the agreement referred to in paragraph 2.h. of this MOU.

7. Payment of Other Costs.

a. Each Venue Community and each Venue Service District agrees that its ordinances, rules and regulations shall not impose on SLOC the responsibility to pay more than the customary permitting, licensing, and inspection fees, taxes and charges relating to SLOC's operations and activities, including locally imposed innkeeper or transient room taxes as authorized by state law, and SLOC agrees to pay the same. Any payments to a particular Venue Community or Venue Service District pursuant to this MOU are conditioned upon and subject to that entity conforming its ordinances, rules and regulations to the terms of this MOU or waiving any inconsistent provisions.

b. SLOC will pay for Other Services that it requests from Venue Communities, Venue Service Districts, other communities in Utah and the state of Utah (such as snow removal and solid waste removal) at a rate to be established by SLOC and the entity in services agreements to be negotiated.

c. To the extent that the funds in the Public Safety Services Escrow exceed the costs of Public Safety Services outside Venues, net of funds, services and equipment provided by the federal government, the Public Safety Commander will use such funds to reimburse Base Costs on a pro-rata basis.

d. To the extent that the costs paid by SLOC under paragraph 7(b) are less than $2 million, SLOC will deposit any such surplus into the Public Safety Services Escrow to reimburse Base Costs as provided in paragraph 7(c).

e. Venue Communities and Venue Service Districts will use best efforts to minimize the costs of Other Services.

f. SLOC will treat all participating Utah public entities consistently.

8. Salt Lake City Waiver of Potential Claims. Based upon the state's repeal of the sales tax on SLOC tickets described in paragraph 4(a) of this MOU, and as consideration for the agreement by SLOC to make the payments described in paragraphs 5, 6 and 7 of this MOU, Salt Lake City hereby waives any and all claims and potential claims Salt Lake City may have against the state of Utah for the costs of Public Safety Services and any other city services associated with hosting the Games or the Paralympics, regardless of any prior agreements between Salt Lake City and the State of Utah.

9. Service Agreements. The parties may enter into service agreements that will incorporate certain of the terms and conditions hereof.

10. Counterparts. This MOU may be executed in multiple counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one agreement.

IN WITNESS WHEREOF, the parties have executed this MOU as of the date first written above.

SALT LAKE ORGANIZING COMMITTEE FOR
THE OLYMPIC WINTER GAMES OF 2002

By:_____________________________
President

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ATTACHMENT I
Intent Language for S.B. 272

In passing S.B. 272, Sales and Use Taxation of Admissions or User Fees – Olympic Winter Games of 2002, the Legislature intends the following:

During the 1998 General Session the Legislature passed H.B. 371, Taxing Authority Amendments. H.B. 371 clarified that certain sales, uses, leases, or rental relating to Olympic Winter Games of 2002 ("Olympic") made to or by an organization exempt from federal income taxation, such as the Salt Lake Organizing Committee for the Olympic Winter Games of 2002 ("SLOC"), are subject to sales and use taxation. Taxable sales under H.B. 371 included certain sales of admissions or user fees. Because of important public commitments by SLOC to use the monies that would have been paid as sales and use taxes to the state and local governments to assist in funding public safety costs associated with the Olympics, the Legislature has not determined to exempt these sales of admissions or user fees from sales and use taxation. However, the passage of S.B. 272 does not obligate, bind, or commit the state to provide funds to, or to hold harmless or assist in any way, any public or private entity for the cost of public safety services or any other services associated with hosting the Olympics.

The Legislature's willingness to forego this sales and use tax revenue is contingent on: (1) agreement by venue communities to conform their ordinances, rules, and regulations so that SLOC will be responsible to pay only customary permitting, licensing, inspection fees, taxes, and charges relating to SLOC's operations and activities; and (2) a waiver by Salt Lake City of any potential claims Salt Lake City may assert against the state for the costs of public safety services and any other city services associated with hosting the Olympics.

Additionally, the Legislature is aware that in 1991, Governor Bangerter entered into an agreement with Salt Lake City, SLOC, and the Utah Sports Authority regarding costs associated with the Olympics and that subsequently, Governor Leavitt reaffirmed that 1991 agreement. The Legislature was not a party to the 1991 agreement and has never ratified or concurred with the 1991 agreement. Moreover, several provisions of the Utah Constitution are implicated by the 1991 agreement, raising questions concerning the constitutionality of the 1991 agreement. If different agreements are negotiated or executed which dispose of the 1991 agreement, the Legislature is willing to review any new agreement.

December 5, 2000

Olympic Venue Communities
Olympic Venue Service Districts
Utah Olympic Public Safety Command
Utah State Olympic Officer
Speaker of the House, Martin R. Stephens
President of the Senate, Lyle W. Hillyard, President Elect, L. Alma "Al" Mansell

Re: Public Safety Memorandum of Understanding

As you know, the memorandum of understanding among SLOC, UOPSC, Venue Communities, and, now, Venue Special Districts, which is designed to effect an agreement for the planning and use of the $15 million Public Safety Escrow fund, has been moving toward completion. Attached to this cover letter is a copy of a draft that the working committee recommends as the final document for your consideration and action.

Most of you approved and signed an earlier version of the MOU in February 2000. This current version preserves the substance of that document and includes, at the request of the legislature and State Olympic Officer, some clarifying language to address questions that have arisen in the interim. To facilitate your understanding of these changes, we have included both a black line copy (comparing the proposed language to the February version) and an executable, clean copy.

The proposed changes accomplish the following purposes:

1. Correcting the tense of the document to reflect the accomplished fact of an exemption of SLOC tickets from sales tax liability, rather than the expectation that the legislature would pass such a bill;
2. Folding the legislative intent language of SB 272 into the agreement;
3. Restating Salt Lake City's willingness to waive any claims against the state for the cost of public safety services or other city services incurred in support of the Olympics;
4. Specifically including, as signatories of the MOU, special service districts who will be part of the UOPSC public safety plan; and
5. Clarifying SLOC's responsibility for the cost of public safety services, including unforeseen contingencies that may be required but are not specifically addressed by the plan.

In our view, this document does not materially change the understanding and agreement that we reached last spring. However, we understand that each entity must draw its own conclusions on this point and determine if it can reaffirm its earlier decision to approve the MOU. We trust that all will accept these changes.

Time is of the essence in completing the approval process. There is an expectation in the legislature that the MOU will be fully executed before the session begins in January. Accordingly, we ask that you expedite your review and approval to the maximum extent permitted by your internal legislative and administrative procedures. Once approved, we ask you to prepare 18 original copies of the signature page for your entity and send them (only the copies of the signature page, not the whole document) to SLOC, attention: Kelly Flint, at the address above. Once we have received your materials, we will collate a complete set of signature pages and an original copy of the agreement to send to each signatory.

We are distributing the recommended MOU documents and this cover letter by email, fax, and surface mail. I will contact you by phone to find out what your jurisdiction's approval process will be and to determine the reasonable timetable for completing our work. The matter will come before SLOC's governing Management Committee on December 15, 2000. I hope that we will be able to give a complete accounting of how quickly the signatory entities will be able to sign the document.

Your cooperation and support of this effort has been vital to its success and to the legislature's willingness to enact SB 272. Thank you.

Roger Black
Director of City Services

Attachments
cc: Mitt Romney
Fraser Bullock

PARK CITY
1884

DATE:	December 14, 2000
DEPARTMENT:	Olympic Services
AUTHOR:	Frank Bell
TITLE:	Main Street Closure During Olympic Period
TYPE OF ITEM:	Legislative

SUMMARY RECOMMENDATIONS: Approve total closure of Main Street and cross streets from 8 February 2002 through 24 February 2002, and partial closure of Main Street and cross streets from 1 February 2002 through 28 February 2002, including restrictions on or elimination of Main Street parking for the purpose of hosting a public celebration in conjunction with Park City's participation in the 2002 Winter Olympics. Council is also asked to delegate logistics and stakeholder impact mitigation strategies to staff.

DESCRIPTION:

A. Topic: Closure of Main Street and cross streets during the Olympics. This staff report should be cross referenced to the report making recommendations on the Olympic public celebration.

B. Background: Park City has been contemplating a public celebration on Main Street in connection with the 2002 Winter Olympics for quite some time. It is addressed in the City's 1998 Olympic Master Plan and 1999 Olympic Budget. Main Street has also been the focus of the Citizens Olympic Celebration Committee established by the City Council to make recommendations on the design and scope of our Olympic celebration. The scope and complexity of the celebration are addressed in a separate discussion. However, almost any celebration will require a closure of Main Street. Recent recognition by SLOC of Park City's role in the "official" Olympic celebration, and the success of the public celebration in connection with the Sydney Summer Olympics, indicate that the City should prepare for a lengthy and comprehensive games time celebration. This scope suggests that closing Main Street for the duration of the Games would be desirable and prudent.

C. Analysis: The Council has a series of related decisions to make regarding the public celebration that will occur during the Olympics whether or not the celebration is officially organized, produced, and managed. The first decision is whether or not Main Street is the appropriate venue. If so, that almost certainly requires consideration of closing the street. Once the decision is made to close the street, the Council must also consider the scope of the closure which is largely dependent on the breadth of the celebration itself. It is not in anyone's best interest to close the street and have little or nothing going on, and conversely, not closing the street could restrict the size and quality of the celebration, or create public safety problems as pedestrians conflict with vehicle traffic.

Assuming that a comprehensive public celebration remains a Council priority, and Main Street is deemed the appropriate venue, then it is in the public interest to close the street. Assuming the decision is made to close the street, then staff can determine the extent of the closure and devise strategies aimed at reducing the impacts of the closure on Main Street stakeholders. While still subject to better understandings of the intended celebration, it is likely that the street would be closed to public traffic and parking around the clock for the duration of the Games. It is further anticipated that some traffic and parking restrictions would be in place the week prior to and upon conclusion of the Games for set up and take down. The major impacts include access for emergencies, deliveries, snow removal, trash collection and clean up, essential access to businesses and services, and parking relocation. While the solutions to these problems have yet to be worked out, there is no reason to believe that workable options cannot be found. Staff proposes to consult with business owners, residents, event producers and other stakeholders to develop workable plans to address these issues. The mitigation techniques will be similar to those used for Arts Festival and in the competition venues.

Council should also be aware that it may be necessary to maintain political will in the face of controversy or dissension. Main Street is an area of diverse interests. Decisions as to whether or not the street will be open or closed may not please some of the various stakeholders. Staff will create a problem solving mechanism for operational issues in hopes of addressing most concerns. However, if the decision is made to close the street, and a comprehensive public celebration is planned and executed, it will be difficult and potentially expensive to halt the celebration and reopen the street in response to complaints of inconvenience.

Swede Alley would remain open to travel and transportation services throughout any closure of Main Street though access could be limited during certain times of day.

Cross streets would also have to be closed at least part of the time in conjunction with the public celebration if Main Street is closed.. The current request includes closure of may be subsequent requests to close Heber Avenue, Fifth Street, Seventh Street and Ninth Street. It is not likely that all of these streets would be closed for the duration of the games.

D. <u>Department Review</u>: This staff report has been reviewed by all city departments. Meetings have been held with the Historic Main Street Business Alliance and the Restaurant Association. The Chamber of Commerce is aware of Council's pending decision.

<u>ALTERNATIVES:</u>

A. Approve the Recommendations: The Council may approve the recommendations as stated and staff will begin work on Main Street impact mitigation plan in conjunction with plans for the celebration itself.

B. Deny the Recommendations: The Council may feel need to keep the street open for public vehicles and parking and therefore deny the recommendation. The public celebration will then either be moved to another venue or reduced in size.

C. Modify the Recommendations: The Council may have some other plan in mind or desire only a partial closure of the street. The street could be closed for fewer days, less time during each day, or, only portions of the street could be closed. Any of those decisions would still require considerable problem solving and may or may not affect the size and scope of the celebration.

D. Continue or Do Nothing: Doing nothing is tantamount to a denial of the recommendations. The Council may not wish to deal with this issue at this time, or may wish to study the matter further. However, planning of the celebration is difficult without a resolution to the Main Street issue. Significantly delaying the decision may affect the quality of the public celebration and the resources available for production.

SIGNIFICANT IMPACTS:

Approving the recommendations will help facilitate the Olympic public celebration. However, there are a number of impacts that should not be underestimated.

1. Even with the street closed, it will be important to maintain fire and emergency vehicle access.
2. Seasonal revenues from paid parking could decline an estimated $40,000-$45,000, and an additional $4,000 from ticket revenues.
3. Deliveries will have to be accomplished in the late night and early morning hours - that would likely be the case with or without closing the street due to traffic restrictions on I-80 and SR 224.
4. Snow removal could become more time consuming and/or require different equipment.
5. Trash collection will have to be done differently.
6. Main Street clean up might require additional time and city staff.
7. Vehicle access to the Post Office may be limited to the rear of the building.
8. Business interests on Main will have only limited late night/early morning hours for vehicle access.
9. A traffic management plan will need to be implemented requiring staffing expenses.
10. Impacts may be more difficult for businesses on the west side of the street.
11. Upper Park Avenue will need to be two way (parking will remain restricted) to facilitate residential access.
12. The city will seek several hundred thousand dollars from sponsors and SLOC to cover expenses and lost revenue associated with the public celebration.

CONSEQUENCES OF NOT TAKING RECOMMENDED ACTION:

The main concern about not approving some sort of street closure for Main is the very real possibility that the street could close itself as a result of unpredictable and unmanaged crowds gathering as a result of Olympic activity in our community - much like that encountered on a smaller scale last New Years. Such closures could be handled on an emergency basis during the Games. A choice not to approve the recommendations or a scaled down recommendation means scaled down public activities on Main Street. Approval, on the other hand, means that planning for the public celebration will move ahead contemplating a full slate of entertainment, sponsor activities, and other forms of Olympic celebration.

RECOMMENDATIONS:

1. Close Main Street and cross streets for the duration of the Games.
2. Restrict Main Street and cross streets as needed for set up and take down.
3. Delegate to staff the responsibility of managing the impacts, and incorporating the street closure into the celebrations discussion and plan.

PARK CITY 1884

DATE: December 14, 2000
DEPARTMENT: Olympics
AUTHOR: Frank Bell
TITLE: Resolution of Intent - Olympic Celebration Production Strategy
TYPE OF ITEM: Discussion/Legislative

SUMMARY RECOMMENDATIONS: Approve a resolution expressing the Council's intent to enter into a cooperative agreement with the Salt Lake Olympic Organizing Committee, and third parties as they may be necessary, for the planning, production, and administration, of an "Official Olympic Live Site" for the 2002 Winter Games.

DESCRIPTION:

A. Topic: The creation of managed areas for public celebration in connection with Park City's participation in the 2002 Winter Olympics, the identification and management of resources dedicated to the celebration, and the establishment of a management team to produce the events. At the heart of is questions is who or what is the best candidate to hold the Master Festival License that governs the Olympic public celebration?

B. Background: For additional background information, please note the staff report requesting closure of Main Street during the Olympic period, and the staff report of the Council meeting of November 16th outlining our internal management process and the Master Festival process as they pertain to Olympic planning and the public celebration.

Also note that this is the second Olympic policy direction discussion in recent weeks. On November 16th, Council validated many of the guiding principles contained in the Olympic Master Plan, particularly with respect to delegation of operational decisions and preliminary negotiation tactics to staff. The Council also agreed to continue to treat the Olympics as an event, delegating to staff the approval or denial of many of the unusual circumstances the Olympics bring to town in the context of a Master Festival License process. Finally, the first discussion validated the guiding principle that the City wishes to continue managing our Olympic involvement internally, even to the extent of reconsidering other Council and staff priorities in the face of an ever increasing Olympic workload.

The discussion and the decisions of the November 16th Council meeting are extremely important in the examination of the issues brought to you on December 14th - the closure of Main Street during the Games, and the Council's intent to identify the appropriate venues(s) and the entity, or combination of entities, best suited for producing and managing our public celebration in connection with our participation in the 2002 Winter Games. The recommendations of this report (and of the report on the closing of Main Street) assume the policy directions given on November 16th consistently apply to the decisions asked of Council on December 14th - Council support of staff/internal management of Olympic issues and planning, local control of Gamestime participation whenever possible, and the priority of Olympic planning.

Since the designation of Park City as a satellite venue city for the 2002 Winter Olympics, consideration has been given to the potential for public celebration in connection with the Games. Celebration is extensively addressed in the 1998 Olympic Master Plan and again in the 1999 Olympic Budget for the City, both as a mechanism for public participation in the Games, and as a legacy for the recognition and development of Park City as a world class resort.

Discussion and planning for our Olympic celebration has developed over time, largely without input or assistance from the Salt Lake Organizing Committee. Budgetary problems, aggravated by the bidding scandal, resulted in a low priority for public celebrations within SLOC. For at least two years, local governments have been on their own to fund and produce Olympic celebrations outside the venue fences.

In response, Park City began researching options to host its own celebration on the assumption that the City would be a natural gathering place for Olympic crowds. The City began entertaining overtures from Olympic sponsors and national teams. The Council also formed a Citizens Olympic Celebrations Committee charging it with exploring and recommending strategies for capitalizing on entertainment and cultural opportunities. Negotiations with SLOC resulted in an agreement to enhance local transportation services to help facilitate crowd management. At the same time, the Chamber of Commerce began exploring the possibility of hiring an event management company or consultant to assist with the planning and management of the entertainment component.

There have been some recent developments in the public celebration arena. First, state and local officials and members of SLOC visited the Sydney Summer Games where extensive and very successful public celebrations were held. From Sydney originated the model of an "official Olympic live site" which helped solidify much of what we had been visualizing for Park City during the previous years of discussion. Second, many of the budget problems plaguing SLOC have been relieved due to a combination of new sponsors, budget reductions, and federal funding of transportation projects. This appears to allow SLOC greater resource flexibility for projects such as public celebrations. Third, Olympic officials have a greater interest in a consistent "look and feel" of the Games and thus desire a greater role with local government in the production of community celebrations. Fourth, the consulting group retained by the Chamber to explore celebration planning options elected not to pursue the project. They felt that they could not compete with the financial or logistical resources that SLOC could bring to the table now that they were interested in participating.

Shortly after the conclusion of the Sydney Games, Park City and SLOC met for a series of discussions on how SLOC and the City could "partner" on an official Olympic celebration in Park City. From those discussions the terms of a possible working relationship have developed. Those terms are outlined as option one below. Other options for production of the public celebration are also outlined below.

An "Official Olympic live site" and the vision of the public celebration we have been working on have several desired components including big screen TV's, an entertainment stage, food and beverage services, sponsor activities, merchandising, and art and cultural programs. Necessary logistical support includes public safety, snow removal, clean-up and sanitation, traffic and parking management, transportation services, and administrative support. Necessary technical support includes design and construction, set up and take down, light, sound, and electrical technicians, booking and management of talent, and sponsor relations. Finally, it all must be done consistently over the 17 days of the Games. It short, it is a complex project that requires political support, and considerable financial, logistical, and technical resources. The project also requires staffing with some degree of expertise, and buy in from other Olympic participants including SLOC in order to capitalize on the Olympic name and intellectual properties.

With 14 months remaining until the Games, the Council should make some decisions regarding the public celebration. Assuming an Olympic public celebration is still a policy priority, then the Council needs to decide who, or what entity, is best suited to produce the project. Given the growing scope of the project and the increasing prominence of Park City in the Olympic theater, it will take all of the remaining time to adequately plan, fund, and stage the celebration. As with any such event, the City's Master Festival Licensing process can be used to guide and manage the project.

C. Analysis: Outlined below, including pros, cons, and assumptions, are several options worthy of council consideration.

1) SLOC's Proposal: SLOC has proposed the creation of two "Official Olympic Lives Sites" - one in Salt Lake in connection with the medals plaza, and one on Park City's Main Street and extending to the south end of City Park if the demand warrants. These would be the only SLOC supported celebration sites outside of the competition venues throughout the Olympic theater. The Park City Live Site would be produced and managed much like any other official venue and include the following components:

A. Venue Development - such things as power, lights, restrooms, information areas, wayfinding, sponsor facilities, technical support, media/broadcasting, public conveniences, medical, ADA services, operations and staff support, fencing, and merchandising etc.

B. Event Operations - security, crowd management, services, waste/recycling, assistance with snow removal.

C. Ceremonies - entertainment plan for stages, programming for stages, big screen TV's and live feeds, torch relay celebration (prior to Games), gateway monuments, audio/lighting, look of the Games elements, performers & talent, production, including local acts an talent as proposed by COCC.

D. Transportation - shuttle services, parking services, signs and fences, bus staging facilities.

E. Resource Identification/Funding - SLOC sponsors and suppliers.

Why is SLOC interested in doing this? As already mentioned, SLOC learned valuable lessons in Sydney regarding the popularity and importance of public celebration. Further, SLOC is in a much better budget position as the Games approach. However, there are other reasons. First, SLOC and the IOC are worried about maintaining a consistent "look and feel of the Games" throughout the Olympic theater. The greater their participation in community planning, the more consistent the look of the Games becomes. Second, has contractual obligations to protect their sponsors from ambush marketing. As celebration sites become "official" SLOC has greater leverage to protect their sponsors. Third, SLOC has an obligation to promote their sponsors. Many sponsors want a strong public presence outside the competition venues. SLOC would prefer to be involved with these efforts rather than having communities out on their own building sponsor relations.

Should Park City be wary of this proposal? Initially, SLOC's proposal was met with considerable skepticism from staff. The proposal was a complete reversal of prior policies, and the motives for the change were unclear. Through an extensive series of meetings, staff has worked through many of the initial concerns and questions.

A. Would Park City lose control of its community celebration? No - SLOC is not interested in this project unless the community is willing to contribute to and take a leadership role in the management of the event. The planning, production and management of the event would be a shared responsibility with Park City being the ultimate decision maker and approving entity.

B. Would the work of the Citizens celebration Committee be ignored? No - SLOC (and the staff) welcome the plans and resources of the committee and would include the committee in management and programming decisions. This always has been, and remains, a community celebration for our residents and guests during the Olympics.

C. How would the project be funded? There is no "pot of gold" for a celebration of any kind. The City has not budgeted for a community celebration, the celebrations committee is an unfunded advisory board, and SLOC has no "line item" for our celebration. In the event the Council chooses to "partner" with SLOC on the celebration, a budget would be prepared outlining the costs of the project (estimated in the millions rather than thousands of dollars) and revenue strategies. Revenue sources include Olympic sponsors, value in kind, cost sharing with other venue projects, and attaching elements of the celebration such as transportation and security to Olympic projects already funded.

D. How do we insure that money raised for our celebration stays with our celebration and isn't used to solve some other Olympic problem? SLOC's top management has assured us that the funds raised for this event would stay with the event. SLOC has not asked the City to discontinue any sponsors relationships it has fostered, and SLOC does not object to Park City continuing to work with its sponsor contacts in support of funding this project.

E. How would the celebrations event be managed? Staff and SLOC envision a management team, established immediately, to plan and produce the event. That team would be chaired and managed by Park City. Critical time frames for progress would be established as would a reporting mechanism to the City Council, Main Street stakeholders, and the public at large.

F. Can this relationship with SLOC be trusted? Yes - everyone has far too much to lose to fail in this effort. While relations with SLOC have not always been positive, over the last two years both Park City and SLOC have worked hard to break down barriers to trust, understand each other's organizational and community environment, and work cordially and cooperatively toward the achievement of mutual goals. The roles and responsibility matrix, project time lines, and venue development plans attached to this report are indicative of SLOC's commitment.

2) The "City" as the event producer. Though the City is not normally in the business of producing the events held in this community, it would not be out of the question for the City to do so. The City has a talented staff which could be augmented by community resources, consultants, and volunteers to produce the Olympic celebration. Staff has not prepared a specific proposal, but has considered the pros and cons of this option.

A. Pros - 1) The City retains complete control of the celebration.
2) The City would rely heavily on local resources and talent.
3) The event would probably not be as large or complex - there may be fewer impacts to mitigate.
4) The City already has Olympic sponsor willingness to invest in the event.
5) The City has considerable major event experience.

B. Cons - 1) Without the official sanctioning of SLOC, we would be limited in our ability to use the Olympic name and intellectual property (rings, marks etc.).
2) The City has no budget for this project and would be dependent on sponsors who in turn may want wide latitude in exhibiting their corporate image.
3) The City would have to acquire entertainment stages, public facilities, and technical and support resources.
4) The City would have to acquire big screen TV's, and would probably receive only the NBC feed.
5) The staff will likely have its hands full with other Olympic impacts around town - community services could suffer.
6) This option requires council to further refine is "work reduction" strategy of November 16th, as other projects may need to be postponed.
7) The City may have difficulty locating and funding adequate public safety and

transportation services.

8) This option could generate conflict with SLOC which could affect other Olympic operations.
9) The City could face liability and insurance issues.
10) The City would not only have to manage the project, but all the staff and volunteers as well, comply with all governmental regulations, and fund benefits.

3) The City and or Chamber/Bureau could hire an event management consultant. This option has been discussed at some length. The Chamber explored the possibility with an initial planning contract with an event management firm, but the firm elected not to pursue the project and returned the Chamber's money. It appears increasingly unlikely that an event management firm could be found that is willing to fund the up front costs, locate the necessary logistical support, and book the desired level of talent in the remaining 14 months until Gamestime. In short, an event management firm faces the same problem that the city or any other third party faces in having to start the production process from zero.

A. Pros - 1) An event management company would likely have sufficient resources and expertise to produce a quality product assuming logistical resources could be acquired. Could have exceptional talent contacts.
2) Staff and human resource functions would be privatized.
3) City's role would be limited to management and oversite.
4) Management company might have additional sponsor resources that would not compete with SLOC's.
5) Roles and responsibilities would be managed through a contract for services.

B. Cons - 1) Event management company unlikely to take financial risks.
2) Costs could be higher - expectation of profit.
3) Project might not go well - conflict w/ City or SLOC a possibility, or company might not perform as expected.
4) Event management firm probably has little interest in community or lasting stake in community success.
5) Some entity will need to "hire" and manage the company. Not currently budgeted.
6) Unlikely to be able to use Olympic intellectual property.
7) May not be able to obtain necessary public safety and transportation services.

4) Authorize the Citizens Olympic Celebration Committee (COCC) to produce event: Currently, COCC exists as an advisory body to the City Council and is charged with researching entertainment, arts, and cultural options for the Olympic celebration. It could, however, be provided additional responsibilities and powers to actually produce the event. COCC is made up of community volunteers who may or may not be willing to assume such a role and the additional time and energy requirements necessary for success. COCC would probably have to rely heavily on community resources and City staff to support the celebration effort.

A. Pros - 1) Focuses on local management and participation.
2) May be able to bring community resources into the project better than any of the other options.
3) Does not have a profit motive.

B. Cons - 1) Requires political action to empower the committee.
2) Currently is unfunded, and ability to raise necessary funds and acquire necessary resources is questionable. Could be time consuming.
3) No management structure in place, and relies entirely on volunteers.
4) Would likely create demands for City staff time.
5) Would not have access to Olympic intellectual property.
6) Little ability to acquire public safety, transportation, and technical resources.
7) May not be comfortable with liabilities and risks associated with major event management.

There are three problems common to all options other than the partnership with SLOC. First, without SLOC there are few mechanisms to capitalize on use of Olympic intellectual property and media rights. Second, obtaining public safety and transportation services will be difficult since most resources are already devoted to the Olympic effort. Third, all other options need to start from zero in terms of funding, staff, talent, and technical and logistical resources. SLOC already has much of what is needed under contract.

Option #1 brings with it a comprehensive public celebration for the entire Games period lasting from late morning or early afternoon until late evening each day. Entertainment, television, sponsor activities, and concessions would likely attract large crowds - perhaps as many as 15,000 to 20,000 people per day.

Because of the difficulties in production and resources, the other options would likely be considerably smaller - perhaps fewer hours each day, fewer days during the Games, or fewer things to do. The other options would also likely be less connected to the Games due to the lack of SLOC participation therefore providing the producer with fewer access rights.

Finally, but perhaps most importantly, though these options have been outlined individually, it is unlikely that any option could operate independently of the others. In reality, the ideal Olympic celebration will incorporate pieces of each option. Staff suggests a responsible and effective management structure for the Olympic celebration that can adequately address all of the nuances and complexities necessary for the success of the project.

D. Department Review: All City departments have reviewed this staff report. It has also been furnished to the Chamber of Commerce and the HMBA.

ALTERNATIVES:

A. Approve the Recommendations and Resolution: Council could choose one of the recommendations or specify some combination of options.

B. <u>Deny the Recommendations and Resolution</u>: Council could decide not to undertake this project, or decide that the options as outlined are unacceptable.

C. <u>Continue the Item Pending Further Information</u>: The matter could be continued pending further thought or information. However, we are now less than 14 months until Gamestime, and given the complexities of the contemplated celebration, time is critical.

D. <u>Modify the Recommendations or Resolution</u>: Staff does not pretend to have all the answers outlined in this report, nor are the options outlined perfect strategies to address the problem. Council should feel free to interject its desires and public input as necessary.

E. <u>Do Nothing</u>: This would be tantamount to abandoning plans to produce a public celebration.

<u>SIGNIFICANT IMPACTS</u>

There are two areas of impacts that need to be considered in evaluating the benefits and liabilities of the public celebration. Many of the logistical and organizational impacts were discussed in the analysis portion of this report. The size of the event and the potential length of operations create significant logistical problems and costs that will need to be overcome by any event producer. Further, the greater the involvement of the City as the producer, the greater the impacts on staff. Staff workload will have to be considered in conjunction with other Olympic duties, the 2001 general staff workload, and maintaining city services in general. Council may wish to refer to the general Olympic workload discussion and report of November 16^{th}.

Logistical impacts aside, the Olympic celebration will have a significant impacts on the community in general and on our role as an Olympic venue community. We know from experience that many of our events have a celebratory aspect whether organized and directed or not. We already anticipate large Olympic crowds as a result of the athletic competition and the energy created by the Games. Our goal all along has been to welcome those crowds to Park City with some sort of public celebration. Along with the celebration will likely come increased media exposure, the potential for long term sponsor relations, and additional community legacies for Park City as a venue community. Finally, the celebration provides the community (and our guests) with opportunities for participation in the Olympics, and a fun and entertaining Olympic experience. While the benefits of the celebration may be somewhat difficult to measure in the short term, the Council, staff, and other community organizations have long felt that a comprehensive, well managed and produced Olympic celebration would have positive impacts and measurable benefits, both economic and social, in the longer term.

Adopting the resolution of intent would be a specific first step toward a formal relationship with SLOC on the celebration in Park City. The actual Celebration Agreement would return to the Council for approval.

<u>CONSEQUENCES OF NOT TAKING RECOMMENDED ACTION</u>

Based on our extensive conversations with SLOC, and based on the initial plan that has been assembled over the last few weeks, staff is recommending that the City form a relationship with SLOC for the production and management of the Olympic celebration (Option #1). Such a relationship seems to maximize our ability to succeed, minimize our risks, and does not preclude other entities from participating as necessary and desirable.

While any of the other options might work, the resulting product may be of lesser quality and perhaps generate greater liabilities. Of particular concern would be workload issues if the City is the primary producer, and event management and financing issues if third parties become the primary producer.

Finally, this celebration is a part of our participation in the Olympics. Without a significant relationship with SLOC, our ability (or that of any other producer) to focus on the Olympics, and to capitalize on Olympic opportunities, is significantly impaired.

RECOMMENDATIONS

Staff recommends that the Council approve a resolution of intent to formalize a relationship with the Salt Lake Olympic Organizing Committee for the management and production of our Olympic celebration so long as that relationship does not compromise our ability to inject a local flavor to the event, including participation of local talent and inclusion of our unique local culture and history. The resolution would also direct staff to take the lead in the management of the event and the public spaces on which the event will be held, to include the creation of a budget and appropriate revenue generating strategies with SLOC, an event management team integrated with City staff, SLOC personnel, and other as necessary, and create time lines and progress criteria to be reviewed periodically by Council to insure adequate progress and acceptable direction of the event.

Division of Responsibility-Olympic Celebration

Responsibility	Park City	SLOC	Other	Notes
Fire/Emergency		✓		UOPSC
Hospitality	✓			
Leasing space Assignment	✓			
Logistic Planning		✓		
"Look" Design		✓		P.C. Input/Approval
"Look" Implementation	?	?		To be determined after plan
Operation Center		✓		Transit Center
Parking/Satellite	✓			
Parking/In-Town	✓			
Producer		✓		
Recycling/Solid Waste		✓		Park City would work with BFI and SLOC
Security/Crowd Control		✓		
Show Elements		✓		
Site/Venue Management	✓	✓		Lead of a Management Team
Snow Removal	✓			
Sponsor Relations	✓	✓		Division of responsibility
Sponsor Support	✓	✓		Joint

Responsibility	Park City	SLOC	Other	Notes
Tents/Temporary Structures		✓		
Transportation of Equipment		✓		
Transportation Planning	✓	✓		Joint
Transportation Implementation	✓			With SLOC support & equipment
Utilities Permanent	✓			
Utilities Temporary		✓		
Vendor Standards	✓			
Video Boards		✓		
Volunteers		✓	✓	Venue Managers/Chamber
Waste Water		✓		PC would contract for connections
Way Finding		✓		

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Main Street Process Plan
Park City, Utah

SLOC Functional Areas Involved in Plan Development
Venue Development
Event Operations
Ceremonies
Transportation
Finance
Marketing
Sponsor Services

Activity Phases (projected completion dates noted in parenthesis)

A. **Program Development**
   1. Format Set-Up (11/21/00)
   2. Preliminary Ops Plan CAD (12/1/00)
   3. Conceptual Division of Responsibilities (12/1/00)
   4. Initial Programming (12/8/00)

B. **Main Street Operations Plan Elements**
   1. Transportation
   2. Physical Improvements
   3. Public Safety
   4. Operations (personnel, equipment and operations)
   5. Wayfinding Signage
   6. Look
   7. Ceremonies
   8. Services (snow removal, waste and recycling, etc).

   Conceptual Plan (12/14/00)
   Preliminary Plan (1/26/01)
   Final Plan (2/23/01)

C. **Budget Formation**
   (Linked to completion of conceptual, preliminary and final operations plans)
   1. Order of Magnitude Budget (12/22/00)
   2. Preliminary Budget (2/2/01)
   3. Final Budget (3/9/01)

D. **Revenue Strategies**
   1. Begin Identification of Preliminary Revenue Strategies (12/22/00 – linked to completion of order of magnitude budget)
   2. Complete Revenue Strategies (1/12/01)

November 14, 2000

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E. Detailed Division of Responsibilities

1. Begin Identification of Detailed Division of Responsibilities (1/15/00 – linked to completion of preliminary revenue strategies)
2. Complete Detailed Division of Responsibilities (2/2/01)

F. Funding

1. Begin Identification of Funding Sources (1/15/00)
2. Complete Identification of Funding Sources (3/30/01)

G. Implementation

(Dates to be determined)

1. Detailed Design
2. Procurement
3. Operations Planning
4. Construction
5. Tear-down

PARK CITY
1884

Resolution No. __-00

A RESOLUTION AUTHORIZING THE TEMPORARY CLOSURE OF MAIN STREET AND SIDE STREETS, AS NECESSARY; DELEGATING THE ADMINISTRATION OF THE CLOSURE TO THE CITY MANAGER; AND DECLARING THE CITY COUNCIL'S INTENT TO ENTER INTO A COOPERATIVE AGREEMENT WITH THE SALT LAKE OLYMPIC ORGANIZING COMMITTEE, AND THIRD PARTIES AS THEY MAY BE NECESSARY, FOR THE PLANNING, PRODUCTION, AND ADMINISTRATION, OF AN "OFFICIAL OLYMPIC LIVE SITE" FOR THE 2002 WINTER GAMES

Whereas, *celebration* is extensively addressed in the 1998 Olympic Master Plan and again in the 1999 Olympic Budget for the City, both as a mechanism for public participation in the Games, and as a legacy for the recognition and development of Park City as a world class resort; and

Whereas, the Council formed a Citizens Olympic Celebrations Committee charging it with exploring and recommending strategies for capitalizing on entertainment and cultural opportunities; and

Whereas, On November 16th conducted an Olympic policy discussion wherein the Council reaffirmed the guiding principles contained in the Olympic Master Plan, particularly with respect to delegation of operational decisions and preliminary negotiation to staff and to treat the Olympics as an event regulated, in part, by a Master Festival License process; and

Whereas, the Council also reaffirmed the guiding principle that the City will continue managing our Olympic involvement internally, even to the extent of reconsidering other Council and staff priorities in the face of an ever increasing Olympic workload; and

Whereas, after extensive public input and consideration, the City Council now determines that the temporary closure of Main Street to vehicular traffic in order to have an "Official Olympic Live Site" for the 2002 Winter Games is in the best interests of the citizens of Park City; and

Whereas, the size of the event and the potential length of operations create significant logistical problems and costs that will need to be overcome by any event producer.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Park City, Utah, as follows:

SECTION 1. CLOSURE. The temporary closure of Main Street, and side streets as deemed necessary by the City Manager or his/her designee, is hereby approved from February 8-24, 2002. Main Street may be partially closed anytime between February 1-28, 2002 by the City Manager in accommodate set-up and facility installation. These closures include the elimination or alteration of any Public Parking Facility as necessary, or the time restrictions or fees charged thereof. Fire and emergency access shall be provided for at all times. Two-way traffic on Park Avenue is hereby approved during any closure of Main Street.

SECTION 2. STAFF AUTHORITY. The City Manager, or his/her designee, shall determine the exact extent and manner of closure to insure the successful implementation of the venue, protect the viability of the Main Street businesses, and mitigate to the most reasonable extent possible all major impacts. The major impacts include access for emergencies, deliveries, snow removal, trash collection and clean up, essential access to businesses and services, and parking relocation. All reasonable measures, including direct delivery and published, shall be taken to give the public, Main Street businesses, tenants, and residents notice of all closures and mitigation plans.

SECTION 3. SLOC CONTRACT. The City Council hereby declares its intent to enter into a cooperative agreement with the Salt Lake Olympic Organizing Committee, and third parties as they may be necessary, for the planning, production, and administration, of an "Official Olympic Live Site" for the 2002 Winter Games. Staff is hereby directed to initiate contract negotiations and draft documents as necessary to finalize said cooperative agreement. All final contracts require compliance with the Budget Contract Policy, and City Council approval as defined therein.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect upon publication

PASSED AND ADOPTED this 14th day of December, 2000.

PARK CITY MUNICIPAL CORPORATION

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Bradley A. Olch, Mayor

Attest:

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Janet M. Scott, City Recorder

Approved as to form:

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Mark D. Harrington, City Attorney