PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH,
FEBRUARY 7, 2013

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, February 7, 2013.

Closed Session
3:15 p.m.   Personnel, property and litigation

Work Session
5:10 p.m.   Council questions/comments
5:20 p.m.   Legislative update
5:50 p.m.   Break

Regular Meeting
6:00 p.m.

I ROLL CALL

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

1. Tribute to retired Police Sergeant Lynn Nagel

2. Swearing-in of Police Sergeant Andrew Leatham and Police Sergeant Jay Randall

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

IV MINUTES OF MEETING OF JANUARY 24, 2013 P. 4 - 18

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

1. Consideration of a Resolution to appoint a Citizen's Advisory Committee (COSAC) to advise the Council on community priorities for open space acquisition and methods to permanently preserve open space P. 19 - 23

2. Consideration to Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with Blalock and Partners LLC., in the amount of $214,200 P. 24 - 29

VI RESIGNATIONS AND APPOINTMENTS

Consideration of appointments to the COSAC: P. 19 - 23

- Mountain Trails Foundation (MTF)- *Charlie Sturgis/John O'Connell*
- Summit Land Conservancy (SLC)- *Cheryl Fox/ Erin Bragg*
- Utah Open Lands (UOL) *Wendy Fisher/Mark Raming*

- Basin Open Space Advisory Committee (BOSAC)- *Jan Wilking/Tom Brennen*
- Park City Chamber of Commerce & Visitors Bureau-*Rhonda Sideris/Jeff Ward*
- Park City Board of Realtors- *Suzanne Sheridan/Bronson Calder*
- Recreation Advisory Board (RAB)-*Kathy Kahn/Alisha Niswander*
- Park City Planning Commission-*Stew Gross/Brooke Hontz*
- Park City Council- *Andy Beerman/Cindy Matsumoto*

At-Large Nominees:

1. Tim Henney
2. Cara Goodman
3. Meg Ryan
4. Jim Doilney
5. Judy Hanley

At-Large Alternates

1. Bill Cunningham
2. Carolyn Frankenburg

VII ADJOURNMENT

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted. Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting. Wireless internet service is available in the Marsac Building on Wednesdays and Thursdays from 4 p.m. to 9 p.m.

Posted: 02/04/13
See: www.parkcity.org

Note: This future meeting schedule is TENTATIVE and subject to change.

February 2013

14 Legislative update - work
Main Street improvements - work
RAB Visioning - work
Water Involvement Contract with ___ in the amount of $___, in a form approved by the City Attorney
Award of EECA Contract – JC
Amendment to Municipal Code – liquor license
Resolution establishing a strategic plan for City-owned property with development potential in Park City, Utah and repealing and replacing Resolution No. 22-05 in its entirety

18 Presidents Day – City offices closed

21 **No meeting**

21-22 Visioning Sessions

28 **Dana Gone**
Legislative update
315 Park Ave. Subdivision Plat Amend. – KW
1492 Park Avenue Plat Amendment

March 2013

7
14
21
28

April 2013

4
11
18
25

Pending Items:

Water leak technology and policies
GIS app
Main Street improvements
Reselling lift ticket ordinance
Appointment to Historic Preservation Board
Wasatch Front and Back mountain resort expansions – Mayor Becker team
Latino Community outreach and engagement – study
Visioning w/County - Phyllis

PARK CITY COUNCIL WORK SESSION MINUTES
SUMMIT COUNTY, UTAH
JANUARY 24, 2013

Present: **Mayor Dana Williams; Council members Andy Beerman; Alex Butwinski; Cindy Matsumoto; Dick Peek; and Liza Simpson**

Diane Foster, Interim City Manager; Tyler Poulson, Sustainability Manager; Matt Abbott, Sustainability Coordinator; Phyllis Robinson, Public Affairs Manager; Thomas Eddington, Planning Manager; Matt Cassel, City Engineer; and Nate Rockwood, Budget Manager

Steve Rush, Kevin Keystone, Brian Bowles, Debby Mounteer, and Brian Bowles; Rocky Mountain Power

1. Council questions/comments. Andy Beerman commented that Sundance has gone amazingly smoothly this year and he thanked staff. Everyone seems to be enjoying the event. Dick Peek stated that he attended the interagency task force meeting and the Historic Preservation Board meeting where the appeal of the 100 Marsac Avenue affordable housing project was continued. Liza Simpson thanked Sundance for providing tickets to Council for the premiere. She attended the Friends of the Farm meeting where various fund-raisers were discussed. She thanked the Building Department, Code Enforcement and the Water Department for their extra efforts this week. Ms. Simpson also attended the President Obama's Inauguration.

Alex Butwinski agreed with Mr. Beerman's comments about Sundance. He congratulated Recycle Utah on its successful ewaste event. Mayor Williams personally thanked Inspector Kurt Simister for his work during Sundance. The Mayor discussed the New Orleans style parade and playing with the musicians during the Film Festival. He thanked the Water Department for responding to problems during the week. He asked that water leaks and subsequent billings on water consumption caused by the leak be discussed during Visioning. These can run in the thousands of dollars and the City has no equipment detecting leaks in the system. Ms. Foster interjected that the City now has that equipment and suggested holding a work session on this topic and also covering policies.

2. Community bulk solar. Tyler Poulson explained that this program is a partnership with Summit County and Utah Clean Energy. Matt Abbott explained that the focus is on residential installations. Community bulk solar is an extension of on-going work with the Wasatch Solar Challenge under Utah Clean Energy. The City is working with them on zoning and permitting and community bulk solar is the next step in the process. He asked if the City should partner. The two main offerings of Summit Community Solar are process and price; it is a citizen led bulk purchase process, managed by Utah Clean Energy. The process leads citizens through the purchase, installation and rebate and the price opportunity lies in bulk pricing where a 30% to 40% savings can be realized.

Tyler Poulson noted that the process is administered by Utah Clean Energy with local government support with the goal is to host some initial workshops, garner interest about the concept, and organize volunteer citizens who form a RFP committee to review and award the bid. Mr. Abbott pointed out national examples of solar programs in Portland and Salt Lake County and explained their successes. The result of the RFP process provides information so installers can anticipate profit margins and residents can anticipate percent discount. All residents receive the same percent discount at the end of the program, before incentives or rebates. Tyler Poulson added that the RFP Committee will work through the process and obtain a negotiated price which any household in the County can take advantage of. Mr. Abbot discussed spreading the word which works well in small communities. He displayed a table illustrating solar installs in Park City and pointed out the spike in 2010 when Snowcreek was completed. He displayed a chart of non-City developed solar versus City developed which demonstrates the City's leadership role. Community bulk solar is a way to promote the program without actually financing it and it is a citizen-driven program which is managed by Utah Clean Energy. PCMC is proposing a $6,000 commitment to support administration and a partnership and the City is working with Summit County and the Wasatch Solar Challenge. Mr. Poulson spoke about the website and that Utah Clean Energy receives and reviews applications. The Summit County Council supports the program and Utah Clean Energy. He asked if the Council would like staff to participate in the process.

Andy Beerman liked the program and asked if businesses can participate. Mr. Poulson indicated no because the negotiated price isn't always transferrable to a business install, i.e., like flat roofs. The other complex issue is outreach and it is easier to streamline information to households.

All members were supportive of staff's recommendation.

3. Rocky Mountain Power Substation expansion/relocation. Phyllis Robinson stated that in November 2012, options were discussed for moving the RMP Substation from its current location in the Bonanza Park area. RMP has informed the City that the existing substation is nearing capacity and needs an upgrade which opened up an opportunity to think about whether the existing location is the best place for the facility. Several months have been spent meeting with RMP exploring other options and locations and three options were presented to City Council in November: (1) do nothing; leave the existing substation in its existing location, upgraded in place potentially by screening the substation; (2) mitigate the expansion by undergrounding lines and installing visual screening; or (3) relocating the substation to the preferred site at 1550 Iron Horse Drive. Council asked staff to return with some additional information. At the meeting, other options like gas insulated systems were discussed and she explained that staff independently worked with consultant ICPE and while it is technically feasible, it is not a technology that RMP uses and would be prohibitedly expensive. She relayed that members wanted to know if there is another location for the substation outside of the Bonanza Park area. Ms. Robinson spoke about exploring the Silver Creek/Quinns area and again while technically feasible, it would not meet the time line that RMP has for this project which is September 2015. The rough cost estimate at Quinns is $20 million. The third request was to look at mitigating the look of the substation and staff is presenting tonight a low profile or horizontal option which essentially takes the top 30 feet off and moves it onto the ground.

Thomas Eddington illustrated the existing Bonanza Park plan where staff looked at opportunities to shape and proactively plan the area. Ten defining principles were utilized to formulate the plan as well as collaborating with property owners in the area to create a network that would be walkable, drivable, dense, and economically viable and attractive to developers and future residents. Staff feels the Iron Horse location is a better site for the substation because keeping the substation at its current location will affect some opportunities for the mixed use development.

Matt Cassel displayed illustrations shown in November with some mitigation but the poles were still visible. He felt the low profile concept may solve many problems at the 1550 Iron Horse Drive site which was displayed. Both sites are zoned Light Industrial but it is difficult to get an apples to apples comparison. One of the struggles with the low profile is that it creates a much bigger footprint. There is an alternative of trying to squeeze a drive on the high side of the substation and staff has also been looking at putting a bridge across Silver Creek. The bridge location is outside the conservation easement of the Rail Trail.

It was pointed out that a low profile substation exists at 7th South 2nd East. Steve Rush explained that this design is not typical because of the larger footprint needed and associated real estate costs. It was explained that the power lines are overhead at this facility. The Mayor commented that more than half of the estimate is undergrounding utilities. In response to questions from Cindy Matsumoto, Kevin Keystone explained why low profile wasn't introduced sooner and working with the community on the low profile facility in Salt Lake. Dick Peek asked if there are other designs the Council hasn't considered. Mr. Keystone explained there are countless options but these concepts are based on the constraints of the property and he explained what can be undergrounded.

Andy Beerman pointed out that RMP is expecting an answer from Park City soon but it is not really fair while the City is still trying to determine the best site location and the budget. He asked if the City could be provided more time to make a decision.

Steve Rush answered probably not, but doesn't agree with the premise. RMP was working with a constrained piece of property and when it was decided that a road could be brought in from another direction and the developer bought some additional property to provide more space, made it possible to consider the Iron Horse site. The only driver for RMP is to be in service September 2015 knowing the lead times. RMP remains neutral on which location is selected and they are trying to do everything to accommodate the project. When the road was introduced, RMP's engineers reviewed it and felt it would work and he felt RMP has been responsive to requests from Council and staff. Mr. Beerman recalled the initial discussion was to expand the footprint at the existing site and asked why the low profile was not brought up at that point. Mr. Rush explained that the footprint requires more space. Kevin Keystone added that in early conversations about the *Park City* site, little design was done because the effort was to look at alternate sites which were narrowed to the lower Iron Horse site where design work was then done. RMP was trying to give the *Park City* site a comparable feel to the different designs applied to the Iron Horse location so that they could be evaluated.

The Mayor asked if the City could provide more ground at the existing site, could the low profile design work. Mr. Keystone stated yes, and RMP has provided layouts of that option. Mayor Williams asked if the existing site needs to be expanded and Mr. Keystone explained that the existing site has to be expanded to accommodate the low profile, but it doesn't need to be expanded for the overhead installation. The City would have to provide additional property and pay for undergrounding if choosing to go low profile at the existing site.

Ms. Matsumoto asked about undergrounding costs. Matt Cassel pointed out that undergrounding costs vary: stay at the existing site and underground amounted close to $7 million, low profile existing site and underground was about $7 million, Iron Horse with the vertical substation was $7 or $8 million, and the low profile was $11.4 million at Iron Horse.

Alex Butwinski emphasized that 2015 is two and a half years away and asked about the process for building a substation. Kevin Keystone explained that once the CUP is approved, the issue is carrying the load while the new facility is being constructed. Power use climbs in the winter and RMP has to have all of its facilities operational so there is a narrow band for construction which is basically the summertime, resulting in two four month windows of construction time. Mr. Butwinski believed that the two and a half year timeframe relates more to the existing site. Steve Rush pointed out that the engineering work for the site takes some time and there must be lead time in ordering equipment like steel, transformers, etc. which is in excess of a year. Mr. Keystone pointed out that the Iron Horse site requires significantly more material than the existing site. Mr. Butwinski asked about the time frame for engineering and Mr. Keystone stated that it is six months. Mr. Butwinski stated that the Council has to decide how to pay for this and the decision will be based on costs and negotiations with stakeholders regarding contributions. Once a decision is made, there is less incentive for a stakeholder to want to negotiate. He asked if the engineering could be dual tracked so a decision could be made three or four months down the road. Mr. Butwinski agreed with Mr. Beerman and felt the City has a short time to have to make a decision. In response to a question about the CUP, Thomas Eddington explained that the application would be specific to the location and challenges would primarily be the design and the ability to meet mitigation criteria for the CUP. Mr. Butwinski suggested that two CUPs be processed concurrently and Mark Harrington advised that the LMC would not permit this.

In response to a comment from Liza Simpson, Mr. Keystone stated that equipment will not be moved to the new site. Steve Rush commented that the existing substation has to remain in service until the new one is operating. He added that it's impossible to predict what the Planning Commission will do which is why they need lead time, acknowledging that the project is important and costly. Thomas Eddington believed that a CUP would be required for the existing site even with a vertical design because a small piece of property is needed outside the existing footprint. Mr. Keystone indicated that the piece would be nice to have but it is not required.

Cindy Matsumoto liked the low profile design for either location. Andy Beerman asked about guaranteeing estimates. Mr. Keystone explained that the transmission will be based on bids. There are additional costs associated with the Iron Horse site. Mr. Beerman expressed that the City is on a short time line, this is very expensive, and members are trying to figure out a creative way to pay for it. He asked if the City can receive a final price from RMP once a location has been selected. Mr. Keystone stated that a price will be finalized for the substation but the undergrounding would be based on estimates. He clarified that engineering work will not be done for both sites. Alex Butwinski stated that the City has been willing to pay incremental costs but doesn't have a base cost to work from and Matt Cassel agreed. Mr. Butwinski asked if there is the potential of coming in lower than $11 million.

Kevin Keystone relayed that site development is not needed at the existing site but needed at the Iron Horse site. RMP has not provided an estimate for that. There is new equipment going in the Iron Horse site to replace the low voltage equipment at the existing site and those costs can be retrieved. Large costs are associated with undergrounding versus the actual substation equipment and there will be additional costs at Iron Horse.

In response to a question from Liza Simpson, Ms. Robinson explained that if the $3.77 million is paid upfront it won't have to be financed over the 15 months of construction versus getting draws from RMP during the course of construction. Paying it upfront eliminates $111,000 that RMP would charge the City. Liza Simpson suggested the City build a wall around the substation property and create a special assessment district. Nate Rockwood noted that he looked at the state statute and believed that publicly owned improvements can be considered as well as economic activity. It appears that moving the power station would fall under economic activity by facilitating private investment in the area. This still needs to be clarified be he felt that a special assessment district could be formed. The Mayor invited public input.

Irwin Krigman stated that he has discussed his concerns with Andy Beerman and is pleased that what he is hearing now is different than the staff report. There are about 100 private owners in the area who have invested heavily in their futures. He alleged that FHA lending is required to deny financing for property in the proximity of power stations. This impacts new buyers and those trying to refinance through FHA programs. Mayor Williams interjected that Iron Horse and Fireside Condominiums were deed restricted for affordable housing and are now allowed to be sold at open market pricing. There are other units still under the FHA funding guidelines. Mr. Krigman stated that both projects were built on the same lot and they are actively pursuing the FHA financing options. This is a situation that will last 100 years. He represents Iron Horse and no one at any time asked for their opinion. These units will be undesirable and they were purchased so that they would increase in value or decrease in value based on current economic situations not a power station. He felt that the renderings are not representative. The Mayor stated that about 60% of Iron Horse can't even see the site. Mr. Krigman agreed but added that that doesn't stop the perception. There are about 600 people that live in the area and no one has ever asked them their opinion. He expanded at length on who lives there and the services they provide. These 600 people run Park City. The Mayor asked him to summarize. Mr. Krigman continued to state that the 100 people who live there are not going to allow the Council to put a power station in front of their property and destroy their values. There are over 200 affordable housing units. He stated that the properties are in accord because of what they would lose and they are prepared to go to great lengths to make sure that doesn't happen. There are no threats but the reality is if it happens, we will employ a lawyer and file suit. The Mayor asked how this is not threat. Irwin Krigman stated that he owns two units and a survey should be done to let him know what his property would be worth. He may lose up to $100,000 to $150,000 on his two units and will sue. The Mayor asked that he summarize again. Mr. Krigman stated that he will not sit quietly while other people decide his fate. The staff report has many shortcomings but what he is hearing at the meeting is different than the report. The report is biased and using taxpayer's money to pay for this will not benefit him. The procedure is illegal. He read an excerpt about property tax abatement in the staff report, giving back the developer money, and asked why Park City is partnering with a private developer. The Mayor pointed out that his comments are getting off track and again asked him to summarize. He emphasized that the Iron Horse and Fireside Projects would not have been built originally without the partnerships of the City and the developers and found Mr. Krigman's comments offensive. Mr. Krigman stated that the 100 owners will do everything they can. It would be nice if the City would hire a real estate individual so owners know what they would lose. If they file a lawsuit, he doesn't care if they win. All they have to do is tie up the process for a couple of months.

Jay Leaderhouser, property owner in Prospector Square and representing the Board of Directors HOA, spoke at length about the scoring of options and asked why the lower Iron Horse location became the only option that is being pursued since it was rated least favorable by RMP. It seems like taking property from the Prospector Square Property Association which is used for needed parking and building a bridge over the Rail Trail is a drastic measure. The revenue forecast for the Bonanza Park area does not take into account the negative impact the substation will have on property tax revenues, primarily Prospector Square. How long is it going to take to absorb the demand for available space in the new development in light of the fact that there are significant amounts of vacant space in Prospector Square? The July staff report discusses economic development issues. The Bonanza Park District faces the same carrying capacity issues facing lower Park Avenue and the community in general. He asked what the City is doing to mitigate those issues if the plan is to bring more businesses into the area with limited access. The same report suggests that the City should work with stakeholders to identify improvements that would help improve the viability of businesses in Prospector as well. He asked what resources the City is prepared to dedicate to improving Prospector. His questions were handed over to Phyllis Robinson who will respond.

Mac Kelly, resident, stated that he has attended all of the meetings on this topic and this is basically a 100 year decision for our town. He is convinced that Bonanza Park needs to be redeveloped for the greater future of Park City. Moving the power station will open up many jobs and create economic value. He would like to see kids raised here able to come back and live here.

Patrick Putt, representing Wintzer-Wolfe Properties, was pleased that Council is willing to take time and input on this because it is an important decision and key in defining this neighborhood for a very long time. He encouraged members to review the General Plan and the General Plan under construction to evaluate how these options fit under them. The General Plan has a number of key components that address entry corridor aesthetics and buffers from adjacent uses. A high value was placed on the Rail Trail as a part of the Community Visioning conducted a few years ago. It was among the top character defining features in the neighborhood and the City has invested a tremendous amount of energy into elevating the area into a more aesthetic and functional front door into town. Mr. Putt expressed concerns that possibly moving the facility to this location would be a significant step backwards. Wintzer-Wolfe is concerned about the potential of there being a special improvement district that would involve a significant financial contribution from Wintzer-Wolfe. One of the goals of the neighborhood is to create an economically viable area and the original incubator retail space that has housed so many of our real important businesses originated in this neighborhood. Any special financial mechanism may have a significant impact on existing incubator retail of local businesses.

Holly Carlin, long time Iron Horse resident, urged members to do the job they were elected to do which is to really look at the project which seems to be happening. She will attend meetings to hear what members have to say and is here because she cares.

Michael Todd, City and County resident over the last 25 years, stated that he owns a few Fireside Condominiums. Mr. Todd stated that he is a retired municipal finance banker and has assisted cities in these types of deliberations for many years. The majority of his career was specifically related to municipal power and he served as the financial advisor for the Intermountain Power Project. He has worked on power projects throughout the state. He heard about the project a while ago but just recently became involved and continues to be amazed by the material he is reading. Very few people in the 100 condominiums on the hill and in the apartments below are aware of this issue. He hopes the Council can see that this is an ill-conceived proposal and hoped the many residents who live there and the investors will be considered. Staff reports indicate that there will be negative impacts of the substation wherever it is located. It's in an existing facility now and is easily expandable with no additional property required which is the lowest cost solution and the easiest solution. He pointed to a rendering of the low profile model and relayed that it is taken from the most advantageous point as it could possibly be taken. It doesn't reflect what the substation will look like from above and the EMF component is a reality. He firmly believes that the Council should allow the developer to develop the property that he has invested in, spend his own money in developing the property, and not have the City get into the business of risk and partnering in real estate development. He stated that the gas option is used a lot but not by RMP but municipalities across the United States have their own municipal power systems. RMP is a publicly traded company with obligations to its shareholders and are in the business of making money and will do what is best for its shareholders. Should the City decide to invest in this, there are many municipal finance bankers but the City can also choose to develop its own municipal power system and replace RMP. There are other cities in the state who have invested in their own municipal power systems and it would be much easier to finance with tax exempt bonds.

Scott Welling, Prospector Square Property Owners Board member, agreed with the previous speaker that it is not the government's job to partner with private developers to assure the success of a private development which disfavors an existing development. He believed Prospector Square properties will be devalued because of a brand new development down the road. Sales and property tax revenues will go down as a result of that devaluation. There are residential issues which have significant impacts that have not been addressed. He felt the staff report is one sided and doesn't address the downside and the City cannot move forward on this kind of a risky venture into a public private scheme without considering what it is going to do to existing properties and the City's revenue. This hasn't been addressed and he didn't think the Council can move ahead without conducting appraisals. The substation could cost $15 million and it will take 23 years to break even. This is to give Bonanza Park full capacity for the new development but he doesn't think the City should be in the business of helping the developer out and making the project more viable. The downside is much too great, too broad, too widespread, too many people, too many dollars to be focusing on the one alternative.

Bill Coleman, resident, felt that the opportunity is so big that it can't be ignored. The issues are real but there are benefits to improving this blighted area. The area received tax increment funding for decades and a lot of building in town occurred based on that. Expanding uses fills the needs of the residents and a development will raise property values. Redevelopment will bring in a mix of businesses and housing. He suggested spending more money and mitigating some of these issues. Mr. Coleman believed that the tax increment will cover costs.

John DiRossa believed that a development is a very powerful economic engine and we don't like to see more tax dollars rolling through the City's coffers. He relayed that Mr. Beerman was quoted about the financial wherewithal of some of the developers, but their wherewithal doesn't guarantee that projects will be built, sold and occupied. He would hate to see the City pressured by RMP on the timeline because this is such an important decision for everybody to be looking at. There should be a study of economic impacts and losses to investors, including him. He appreciated the time Council is taking looking at alternatives and the low profile option is encouraging. He urged Council to mitigate impacts if it is determined that the substation should be at Iron Horse. He is unsure if the soils will add additional costs to RMP. Do an economic impact study, look at alternatives, and do all possible mitigation. He reiterated not to be pressured by RMP's time line.

Andy Beerman mentioned forwarding Mr. Krigman's comments on FHA lending to Council and asked if members had any thoughts on this. Phyllis Robinson introduced Debby Montier from RMP.

Debby Mounteer, RMP, stated that her background is in right-of-way where there are many calls from appraisers about FHA lending. All that is needed is to request a letter from RMP that structures are engineered to stand and not fall. This issue comes up mostly with transmission or properties close to the poles but in all of her research she has not been able to find any case where FHA denied funding based on being located next to a power station.

Steve Rush relayed that this issue comes up with every proposed substation but has never withstood legal challenge. Financing is available for properties adjacent to utility projects.

Alex Butwinski referred to Mr. DiRossi's comments. There is an economic development opportunity to build a project in Bonanza Park but it doesn't actually commit anybody in doing the project. There is a risk which should be recognized and he stated that he preferred the low profile design.

Liza Simpson believed that everyone will be impacted at either site and the substation has to look as good as possible. It is important and not just about being pretty. Dick Peek supported a low profile at either location and confirmed that it can have an overhead or underground feed. Mr. Keystone referred to a rendering where all lines were underground but some lines can go overhead. Cindy Matsumoto supported the low profile design. Andy Beerman felt the low profile makes sense but strongly asked if there are any alternatives that are not being considered. Mr. Rush stated that in consideration of the two sites, no, but there are countless ways to do it differently. Mr. Keystone described underground substations in Las Vegas but the properties were two to three times larger than available here. GIS was brought up. Mr. Rush commented that one speaker said it is all about the shareholders but it really is about rate payers and there are no other viable options.

Cindy Matsumoto brought up the municipal power station concept and Diane Foster stated that it is an option that staff can look at. A couple of years ago, staff met with UAMPS but operating a power station is a very long term decision and in the meantime the substation needs to be upgraded. Growth relates directly to electricity use and per capita residential use has increased significantly.

The Mayor summarized that members would like to see a horizontal layout for both sites. He stated that the City cannot afford $11 million and he supported looking at public private partnerships. The Mayor addressed a question in the staff report about the *gets* in putting money into this project. Alex Butwinski stated that once we pay for the power station, we've already given their debt. They have no obligation to give us anything back and he expressed that the negotiation of gives and gets has to happen now. Andy Beerman believed that the General Plan for Bonanza Park clearly states the desire for gives and gets and is comfortable with staff's understanding of what those are.

Dick Peek understood that the City can provide land for a low profile design at the current site for zero dollars, not including the cost of undergrounding. He pointed out that right now it is a blank site versus the proposed location in the built environment where 10% of the population lives. Mr. Peek suggested contributing City property for the expansion at its current location. Liza Simpson also understood that the existing site with a low profile substation and a contribution of land would not cost any money. Kevin Keystone concurred, except for the cost of some mitigation but not the substation.

Mayor Williams recalled hearing that Quinns was determined to be too far away to be considered viable. Steve Rush referred to RMP's earlier presentation on the practical distance for load centers and substations, making Quinns problematic. Brian Bowles compared this to the principle in moving water and water pressure. Bigger conductors would be required so voltage doesn't drop and three to five distribution lines would have to be installed somewhere between the Silver Creek area and downtown. Mr. Rush added that there is also a huge impact on residents living between the new infrastructure.

Diane Foster advised that staff will continue to review the substation options as well as transmission line concerns. This will return to Council on February 7, 2013.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH,
JANUARY 24, 2013

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, January 24, 2013. Members in attendance were Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Diane Foster, Interim City Manager; Mark Harrington, City Attorney; Joan Card, Environmental Regulatory Manager; Michelle DeHaan, Water Quality and Treatment Manager; Roger McClain, Water Engineer; Jason Christensen, Water Project Manager; Tyler Poulson, Environmental Sustainability Manager; Kirsten Whetstone, Planner; and Mat Evans, Planner.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Black Rock Affordable Housing Project - Phyllis Robinson reported on the Black Rock Ridge Affordable Housing Project and stated that Talisker is in compliance with the development agreement. There are 17 units and the price range is $179,000 to $249,000 which is below the maximum committed price in the deed restrictions.

The Mayor welcomed the boy scouts in the audience working on their civic badge.

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

None.

IV MINUTES OF MEETING OF NOVEMBER 29, 2012, DECEMBER 20, 2012 AND JANUARY 10, 2013

Andy Beerman, "I move we approve the Meeting Minutes from November 29th, December 20th, and January 10th". Liza Simpson seconded. Motion unanimously carried.

V RESIGNATIONS AND APPOINTMENTS

Consideration of the appointment of Roger Armstrong, Chris Cherniak, Hans Fuegi, David Hampshire, Moe Hickey, Chuck Klingenstein, Rory Murphy, David Smith, Brian Suhadolc, Leslie Thatcher, Tom Ward, Charlie Wintzer, and Katie Wright to the Park City Blue Ribbon Commission on the Soil Ordinance and Soil Disposal and Liza Simpson as the City Council liaison – Joan Card explained that the Soils Commission will be a multi-faceted community task force charged to (1) understand and evaluate the environmental economic challenges presented by Park City's mining legacy, (2) explore possible changes to the Park City Soil Ordinance, (3) explore mine waste soil disposal options and their economic impacts, and (4) make recommendations to Council about public and private interests as advice for future actions. The goals of the Commission include education, community involvement and a thorough review of issues.

The Mayor read the names of recommended appointees and asked for a motion to approve. Dick Peek, "I so move". Andy Beerman seconded. Motion unanimously carried.

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

1. Consideration to authorize the City Manager to execute a Professional Services Agreement, in a form approved by the City Attorney, with Water Quality Treatment & Solutions, Inc. for QJWTP modifications advisory and assistance services in an amount of $263,400 – Michelle DeHaan explained that WQTS is a treatment firm selected to assist the City on an as-needed basis and the contract relates to the introduction of the Judge Tunnel water into the Quinns Junction Water Treatment Plant. Park City has entered into a compliance agreement with the Department of Drinking Water which is requiring compliance with antimony drinking water standards by June 2014 and this goal will be accomplished by blending water. WQTS will be consulting and reviewing preliminary engineering work for introduction of the Judge Tunnel water and will also be identifying issues and proposing blending solutions. She commented that the contract covers assessing all of the City's water sources, developing target limits for water quality parameters and providing an independent assessment of the Spiro Water Treatment Plant to determine potential capital improvements and operational changes.

Andy Beerman pointed out that the contract tasks seem to be what her job entails. Ms. DeHaan agreed but emphasized that the water quality and treatment program didn't exist before November 2012 and is maturing. There are many needs and questions and she is not an expert in everything. There are complex issues on a critical time line and contracting with a professional consultant is recommended by staff. In response to questions from Alex Butwinski, she explained that Roger McClain will administer the contract and she will be working directly with the consultant on an advisory level. With regard to possible requests from the contractor for more money, Mr. McClain felt that staff has identified needs and the contract identifies a not to exceed amount. The Mayor invited public input; there was none.

Liza Simpson, "I move that we authorize the City Manager to execute a Professional Services Agreement, in a form approved by the City Attorney, with Water Quality Treatment & Solutions, Inc. for QJWTP modifications advisory and assistance services in an amount of $263,400". Alex Butwinski seconded. Motion unanimously carried.

2. Consideration of a Resolution of Park City Municipal Corporation regarding participation in funding for a Bureau of Reclamation WaterSmart Grant Project – Jason

Christensen explained that the Resolution supports a submitted grant application to the Bureau of Reclamation to assist in the funding of a micro-hydro installation on the Judge Tunnel pipeline after its construction or during the final phases of construction. Roger McClain showed renderings of the type of turbine that would be installed. The Mayor explained to the scouts in the audience that the goal is to offset pumping and electricity costs to pump water uphill with the power generated by water traveling downhill. Mr. Christensen explained that in this instance water doesn't need to be pumped uphill so there is no offset.

Tyler Poulson pointed out the big solar installations including City Hall, Police and Transit which generate about 200,000 kilowatt hours per year. The installation of these turbines in Judge Tunnel generates somewhere between 500,000 to 700,000 kilowatt hours of electricity across multiple turbines. It is a big deal in terms of the amount of electricity produced. The entire water system consumes about 4.5 million kilowatt hours for treatment and distribution so it represents about 15% of that total. Relative to the Spiro Water Treatment Plant, this project would turn it into a net zero electricity facility.

Mr. Christensen stated that the final engineering documents have not been prepared but staff has the information necessary to place the grant into consideration. The numbers will be refined, specifically the net present value number. The total cost for the micro-hydro is $388,000 and the City requested about half of that amount in the grant application. The net present value of this installation over a 25 year life cycle is about $1.2 million which is a great positive in terms of generation and cash flow.

Andy Beerman asked why the amount of the grant request was not increased to include the Quinns Water Treatment Plant. Mr. McClain explained that there is a $300,000 grant limit until the next level which is a much smaller pool of applicants and money. He felt this request is a good fit and the City can apply again next year. Rocky Mountain Power has incentives to install micro-hydro that can also be pursued. Mr. Beerman felt that it will be good to get this project designed and built and understood its performance will gage interest in longer-term investments.

Dick Peek relayed that the average Utah household uses 788 kilowatts a month and this is enough power to service 73 homes. Alex Butwinski asked about maintenance of the turbines. Roger McClain acknowledged that the turbines will require maintenance but this is in lieu of maintaining pressure reducing valves. This cost is unknown but will be part of the analysis before adding more turbines at Quinns, for instance. Jason Christensen continued that the consultant has estimated yearly operation and maintenance at about $3,000. The Mayor invited public input; there was none.

Andy Beerman, "I move we adopt the Resolution showing our support to enter into an agreement with the Bureau of Reclamation". Dick Peek seconded. Motion unanimously carried.

3. Consideration an Ordinance approving an extension of the Park City Heights Phase 1 Subdivision Plat approval located at Richardson Flat Road and US40, Park City, Utah – Planner Kirsten Whetstone explained that this is a request to extend the Phase 1 Subdivision Plat which was approved by the City Council on November 17, 2011. The plat must be recorded within a year and because of issues it wasn't and the applicant submitted an application to extend it before the deadline expired. The applicant is not requesting any changes to the plat and if there are modifications, a new application for a plat amendment would be required. She stated that an extension would provide time to record the plat until November 2013. No changes to the Land Management Code have been made that affect the plat or original approvals and staff recommends approval. The Mayor opened the public hearing; there was no input and the public hearing was closed.

Alex Butwinski, "I move that we approve the plat extension pursuant to the Findings of Fact, Conclusions of Law and Conditions of Approval stated in the Ordinance". Dick Peek seconded. Motion unanimously carried.

4. Consideration of an Ordinance approving the 1063 Norfolk Avenue plat amendment, located at 1063 Norfolk Avenue, Park City, Utah – Planner Mat Evans explained that this application is to combine one and a half lots, more specifically Lot 16 and half of Lot 15 in the Snyder's Addition. The property has an existing significant historic home which straddles these two lots and the new owner would like to make improvements. In order to move forward, he stated that a plat amendment is required. The Planning Commission unanimously forwarded a positive recommendation. He pointed out that the applicant has concerns about Condition of Approval No. 4 which is a standard condition for subdivisions that *the Building Official may require a sprinkler system* which would apply to any new addition to the home. This decision would be at the Building Official's discretion.

Letita Lawson, property owner, stated that she met with the Building Official in a pre-application conference and he mentioned that it's just required for all new construction. Based on the ordinance and the fee schedule, she didn't consider her project new construction but an addition and it seems a little unfair to require sprinklers for her modest house. In response to a question from the Mayor, Mr. Evans advised that the requirement might be applied to the entire house, depending on the scope of the remodel. Ms. Lawson reiterated that this requirement should not be a part of the plat amendment. Dick Peek believed that having it in writing notifies the owner of the potential and Ms. Lawson interjected that she asked the Planning Commission to change the language from *must* to *may be required* which it did. She felt that the debate would be whether the project is new construction or not and the fee schedule delineates between new construction and additions. It is a large cost that she would prefer to spend on historic preservation. It is also a maintenance cost.

Alex Butwinski felt that the issue is not only for the safety of her house but surrounding houses in a dense area of town and felt her incremental cost may be $5,000. Ms. Lawson felt there will be maintenance and inspections associated with a sprinkler system and expressed that $5,000 is a lot of money to her. The Mayor opened the public hearing. There was no input and he closed the public hearing.

Liza Simpson, "I move that we approve the 1063 Norfolk Avenue plat amendment based on the Findings of Fact, Conclusions of Law and Conditions of Approval as found in the draft Ordinance". Andy Beerman seconded. Motion unanimously carried.

VII ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned and a closed session convened.

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 2 p.m. Members in attendance were Mayor Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Diane Foster, Interim City Manager; Clint McAffee, Water Manager; Joan Card, Environmental Regulatory Manager; Michelle DeHaan, Water Quality and Treatment Manager; Roger McClain, Water Engineer; Nate Rockwood, Budget Manager; Jed Briggs, Budget Manager; Lori Colette, Finance Manager; Jonathan Weidenhamer, Economic Development Manager; Heinrich Deters, Trails Coordinator; and Mark Harrington, City Attorney. Cindy Matsumoto, "I move to close the meeting to discuss property, personnel and litigation". Liza Simpson seconded. Motion carried unanimously. The meeting opened at approximately 3:50 p.m. Alex Butwinski, "I move to open the meeting". Andy Beerman seconded. Motion unanimously carried. The City Council met again in closed session after the adjournment of the regular meeting. The City Attorney was present for a portion of the closed session. Liza Simpson, "I move to convene in closed session to discuss litigation and personnel". Alex Butwinski seconded. Motion unanimously carried.

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

Prepared by Janet M. Scott, City Recorder

City Council
Staff Report

Subject: **COSAC IV Appointments and Resolution**
Author: **Heinrich Deters**
Department: **Sustainability Department**
Date: **February 7, 2013**
Type of Item: **Administrative**

Summary Recommendations:
Council should review and approve at-large nominations to Citizens Open Space Advisory Committee ("COSAC") IV and approve the attached resolution creating the Committee.

Topic/Description:
Creation and appointment of a public advisory committee

Background:
Council has the ability to create and appoint board members to help Council reach specific goals. Examples of these committees include the Recreation Advisory Board (RAB), the Public Art Advisory Board (PAAB) and COSAC.

Park City has a long standing commitment to the preservation of recreational open space. The City has sponsored three open space initiatives, culminating in $40 million of voter approved measures. For each bond measure, 1998, 2002 and 2006, Council established a citizen's advisory committee, COSAC I, II and III, made up of local stakeholders and at large participants. Each committee established a mission statement and evaluation criteria for parcel prioritization, as well as, reviewed previous committee purchases.

In response to the passage of the additional resort communities sale and use tax of ½ percent, a portion of which will provide funds for the acquisition of Open Space, on December 6, 2012, Council provided staff with direction to establish COSAC IV and provided input the contents of a draft resolution. Direction included the following parameters:

1. Council limited the at-large members to five (5) and reconfirmed that their primary residence must be within Park City Limits.
2. Council approved a stakeholder list that included the following:
   - Mountain Trails Foundation (MTF)
   - Summit Land Conservancy (SLC)
   - Utah Open Lands (UOL)
   - Basin Open Space Advisory Committee (BOSAC)
   - Park City Chamber of Commerce & Visitors Bureau
   - Park City Board of Realtors
   - Recreation Advisory Board (RAB)

- Park City Planning Commission
- Park City Council

3. Appointees will serve a three year term
4. All members outside of Council Liaisons will have voting privileges

Analysis:
COSAC Role and Mission
COSAC's role is purely advisory to City Council and is not in any way mandated by law or ordinance. Members serve at the discretion of Council and are traditionally appointed for a three year term.

COSAC's mission is to make timely recommendations to City Council on acquiring and permanently preserving public open spaces by wisely leveraging public funds and other resources as available and entering into appropriate partnerships.

Code of Ethics and Disclosure Affidavit
Selected members of the committee will be required to review and familiarize themselves with the City's a code of ethics, in addition to signing a disclosure affidavit.

Public Notice
Notice of Council's desire to acquire at-large committee members was posted in the Park Record on January 5th, 9th and 12th. Staff also recorded a Public Service Announcement on KPCW, as well as posted the notification on the City website.

Staff received interest from twenty nine members of the public and twenty applications were submitted via mail or email. A selection committee, consisting of Council's open space liaisons, the City's Planning Director and the Trails and Open Space Project Manager met on February 1st to provide final nominations to the full Council. The selection committee focused on the nominee's submitted interests in serving on the Committee and any specific skills and qualities that they may bring to the group.

<u>COSAC Stakeholder and At-Large Nominees</u>
Stakeholder Representatives/Alternates:

- Mountain Trails Foundation (MTF)- *Charlie Sturgis/John O'Connell*
- Summit Land Conservancy (SLC)- *Cheryl Fox/ Erin Bragg*
- Utah Open Lands (UOL) *Wendy Fisher/Mark Raming*
- Basin Open Space Advisory Committee (BOSAC)- *Jan Wilking/Tom Brennen*
- Park City Chamber of Commerce & Visitors Bureau-*Rhonda Sideris/Jeff Ward*
- Park City Board of Realtors- *Suzanne Sheridan/Bronson Calder*
- Recreation Advisory Board (RAB)-*Kathy Kahn/Alisha Niswander*
- Park City Planning Commission-*Stew Gross/Brooke Hontz*
- Park City Council- *Andy Beerman/Cindy Matsumoto*

At-Large Nominees:

1. ***Tim Henney***
2. ***Cara Goodman***
3. ***Meg Ryan***
4. ***Jim Doilney***
5. ***Judy Hanley***

At-Large Alternates

1. Bill Cunningham
2. Carolyn Frankenburg

Department Review:
This report has been reviewed by members of the Sustainability, Legal and Executive Departments and their comments have been included.

Alternatives:

A. Approve:
Council should review and approve at-large nominations to COSAC IV and approve the attached resolution creating the Committee. **Staff Recommendation**

B. Deny:
Council could choose not to form the Committee or approve one or all of the recommended nominees.

C. Modify:
Council could choose to modify the resolution or the Committee nominees

D. Continue the Item:
Council could continue the item

E. Do Nothing:
Same as continuance

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Accessible and w orld-class recreational facilities, parks and programs + Balance betw een tourism and local quality of life + Multi-seasonal destination for recreational opportunities + Internationally recognized & respected brand	+ Abundant preserved and publicly-accessible open space + Managed natural resources balancing ecosystem needs	+ Community gathering spaces and places	+ Engaged and informed citizenry
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Very Positive	Very Positive	Positive	Positive
Comments:				

Funding Source:
No funding is required for this item

Consequences of not taking the recommended action:
Council may choose not to establish the advisory committee and instead evaluate and designate open space acquisitions without a public committee.

Recommendation:
Council should review and approve at-large nominations to COSAC IV and approve the attached resolution creating the Committee.

Exhibit A- COSAC Resolution

RESOLUTION TO APPOINT A CITIZEN'S ADVISORY COMMITTEE TO ADVISE THE COUNCIL ON COMMUNITY PRIORITIES FOR OPEN SPACE ACQUISITION AND METHODS TO PERMANENTLY PRESERVE OPEN SPACE

WHEREAS, Park City is surrounded by large expanses of privately owned and undeveloped properties;

WHEREAS, Council has a goal to acquire abundant, preserved and publically accessed open space throughout and around Park City;

WHEREAS, Council has a goal to provide opportunities to promote an engaged and informed community;

WHEREAS, Park City has a long standing commitment to the preservation of natural resources within the community;

WHEREAS, On November 7, 2012, Park City voters supported a .05% increase in the Resort City Sales Tax, a portion of which will provide an ongoing funding source for the acquisition of additional open space;

WHEREAS, Clear communication and coordination between local non-profits, committees and organizations and the City Council is vital to the overall success and fabric of the Park City community.

NOW THEREFORE, be it resolved by the Park City Council as follows:

1. The City Council will appoint a citizen's advisory committee, to be referred to as the Citizen's Open Space Advisory Committee (COSAC), to advise and make recommendations to City Council on the acquisition and preservation of Open Space.

This Resolution shall become effective upon adoption, dated this ___th day of February, 2013.

PARK CITY MUNICIPAL CORPORATION

____
Mayor Dana Williams

Attest:

____
Janet M. Scott, City Recorder

Approved as to form:

____
Mark D. Harrington, City Attorney

City Council
Staff Report

Subject:	**Park City Library and Carl Winters School Building Remodel Professional Service Provider Contract Award**
Author:	**Matthew A. Twombly**
Department:	**Sustainability**
Date:	**February 7, 2013**
Type of Item:	**Administrative**

Summary Recommendations:
Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with Blalock and Partners LLC., in the amount of Two Hundred Fourteen Thousand Two Hundred Dollars ($214,200).

Topic/Description:
Park City Library and Carl Winters School Building Remodel Professional Service Provider Contract Award**.**

Background:
On April 19, 2012, during a work session City Council held a comprehensive policy discussion on the future direction of the library, including a discussion on Council's preference for future level of service. Based upon the April 19th meeting, the majority of Council was supportive of reinvesting to keep the highest level of service, but was concerned about efficiency and not duplicating services or expanding new buildings until existing facilities are being programmed and used to their capacity. Ultimately Council agreed to have staff conduct a high level feasibility analysis that would include details on programming and concept floor plans.

As part of the annual Library Annual Report given to City Council on November 1, 2012, Council reviewed and discussed trends and use statistics of comparable peer resort libraries. Staff hired Wally Cooper with CRSA to prepare a high level concept and feasibility analysis and budget. At the November 8, 2012 meeting Council reviewed concept plans and cost estimates of various scenarios to remodel the Carl Winter's building and library. The direction was to move forward with design and to remodel all three floors of the building.

Analysis:
The Request for Proposals was advertised on December 15th and 19th, 2012 in the Park Record and 15th and 16th in the Salt Lake Tribune. Additionally, the RFP was posted on the City's website and e-notify.

A selection committee included the following participants:

Jonathan Weidenhamer
Linda Tillson
Anya Grahn

Jasmina Jusic
Christine Youngblood
Matt Twombly

Six firms responded and their cost proposals are as follows:

Blalock and Partners	$204,400 plus $9,800 reimburseables
CRSA	$215,000 plus reimburseables
FFKR	$164,100 plus reimburseables
Axis Architects	$168,000 plus reimburseables
Think Architecture	$184,000
MJSA	$239,539

Selection of the consulting firm was based on the following criteria:

- Experience on similar projects;
- Strength of individuals committed to the project;
- Relevance of the submitted work plan;
- Communication and public involvement skills ;
- Strength of addressing Park City concerns; and
- The strength of the interview for the short listed firms

The selection committee met on January 18, 2013 and determined that three of the firms should be brought in for short list interviews. Blalock and Partners, CRSA and FFKR were interviewed on January 28, 2013.

Park City's purchasing policy states that Professional Service Contracts are exempt from competitive bidding, where the lowest quote need not necessarily be awarded the contract. Furthermore, the policy states that emphasis will be placed on quality, with cost being the deciding factor when everything else is equal. In review of the proposals and interviews the committee determined that Blalock and Partners, LLC and their subcontractors were the most qualified.

The selected team is expected to coordinate regular meetings with a Working Committee to define the stakeholder and public process, develop concept plans based on stakeholder, committee and public input, schematic designs, construction documents and project administration for the project. The working committee will include staff from the Library, Sustainability, Planning, and staff from other departments as needed. The deliverables will include:

- Weekly meetings with staff (project team) through construction.
- Development of three (3) concept drawings for public involvement
- Two (2) meetings for public involvement
- Three (3) meetings with City Council
- Three (3) Meetings with Library Board/Friends of the Library
- Design to comply to PCMC Green Building Policy
- Cost estimates on LEED certification
- Schematic Design

- Asses the project cost estimates and schedule of construction.
- Asses the procurement of the construction contractor to meet the schedule
- Assess with the project team the level of service during construction, ie. Does the library (portions) move, duration of closures, operating hours
- Design Development
- Prepare construction documents:
    - 30% plus cost estimate submittal.
    - 60% plus cost estimate submittal.
    - 90% including specifications and cost estimate submittal.
    - 100% including bid documents, specifications and final cost estimate submittal.
- Work with the Park City Municipal Building Department on permitting (corrections to plans).
- Assist PCMC with the procurement of FF&E
- Provide assistance to PCMC staff in bidding the improvements including pre-bid meeting and support, contractor questions, issuing addenda, preparing bid tabulations, verification of bidder's qualification, and presentation to City Council for the contract award.
- Provide construction management/administration.

Blalock and Partners have identified a public information gathering process including 2 design charettes. The stakeholder and public involvement process will be further defined by the working committee. It is anticipated that Pubic Information will be designed and led internally by the City's Public Affairs Manager with additional direct staff support allocated to this project.

Department Review:
This report has been reviewed by representatives of Library, Sustainability, Legal, and the City Manager's Office and their comments have been integrated into this report.

Alternatives:

A. Approve:
Approve the request, authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney's Office with Blalock and Partners LLC., in the amount of Two Hundred Fourteen Thousand Two Hundred Dollars ($214,200): (Staff recommendation)

B. Deny:
Council could choose to modify the agreement, which would likely delay the schedule of the project.

C. Modify:
Council could choose to not continue with the project at this time.

D. Continue the Item:
Council may feel there is not enough information to make a decision, which will delay the project and the proposed schedule.

E. Do Nothing:
Same effect as continuance.

Significant Impacts:

	World Class Multi-Seasonal Resort Destination (Economic Impact)	Preserving & Enhancing the Natural Environment (Environmental Impact)	An Inclusive Community of Diverse Economic & Cultural Opportunities (Social Equity Impact)	Responsive, Cutting-Edge & Effective Government
Which Desired Outcomes might the Recommended Action Impact?	+ Balance between tourism and local quality of life + Internationally recognized & respected brand + Varied and extensive event offerings (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	~ Reduced municipal, business and community carbon footprints (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	+ Preserved and celebrated history; protected National Historic District + Skilled, educated workforce + Entire population utilizes community amenities + Community gathering spaces and places + Vibrant arts and culture offerings (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)	+ Well-maintained assets and infrastructure + Ease of access to desired information for citizens and visitors (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome) (+/-) (Select Desired Outcome)
Assessment of Overall Impact on Council Priority *(Quality of Life Impact)*	Very Positive	Neutral	Very Positive	Positive

Comments: The remodel project contemplates upgrading the mechanical equipment, however it is unclear if improvements will have a positive or negative impact on operating costs or carbon footprint.

Funding Source:

There is currently approximately $9M in the Lower Park Avenue RDA. The specific Library project budget will be established during the CIP budget process. The funds for this project will be allocated from the $9M LPA RDA budget. Library, Sustainability, Building, Planning, Public Works and on a limited basis other City staff resources will be required to complete the project.

Consequences of not taking the recommended action:

Consequences of not taking the recommended action will likely delay construction.

Recommendation:

Authorize the City Manager to enter into a professional service provider agreement in a form approved by the City Attorney’s Office with Blalock and Partners LLC., in the amount of Two Hundred Fourteen Thousand Two Hundred Dollars ($214,200).

Attachments:

Addendum 1

proposed fee: SERVICE

Blalock and Partners, LLC, is pleased to provide a formal Fee Proposal for professional architectural and engineering services for the **Park City Library and Carl Winters School Building Remodel Project**.

We have formatted our Fee Proposal in accordance with the requirements of the Request For Proposal (RFP). Our proposed fee approach represents our understanding of the information provided in the RFP, and includes the following professional services:

Basic Architectural & Engineering (A/E) Services

- Civil Engineering
- Structural Engineering
- Mechanical & Plumbing Engineering
- Fire Protection (riser system & performance specification)
- Electrical Engineering
- Data & Telecommunications Engineering
- Audio/Visual Systems Design & Engineering

Interior Design Services

LEED Design & Certification (excludes USGBC fees)

Cost Estimating

FF&E Services

Construction Administration

proposed fee: ASSUMPTIONS

Our fee approach makes certain reasonable assumptions based upon standard practices or previous experiences, and information provided in the Request for Proposal (RFP). These assumptions are outlined as follows:

- Site observation visits and Owner-Architect-Contractor (OAC) meetings are anticipated at intervals of every week.
- Construction duration of 10 months
- 2 meetings for public involvement
- 3 meetings with City Council
- 3 meetings with Library Board/Friends of the Library

proposed fee: EXPENSES

This proposal excludes certain services or deliverables, to the benefit and protection of Park City Municipal Corporation. We suggest a not-to-exceed amount be provided for these services & deliverables.

- Reimbursable Expenses: mileage, printing, reproductions, express mail, etc. These expenses will be billed at cost + 10%
- Reimbursable Expenses: models, rendering, graphics, etc. These expenses will be discussed & negotiated based upon available budget, desired format and quantity. A not-to-exceed amount will be provided based upon this discussion.

proposed fee: BREAKDOWN

For the professional Services and Assumptions identified above, Blalock and Partners proposes the following fixed fee, based on approximately 7% of an estimated construction cost of approximately $3,000,000:

Proposed Fixed Fee. $204,400

Blalock and Partners shall provide regular monthly billings, based upon actual work completed to date, in accordance with the following percentages:

Schematic Design	20%	$40,880
Design Development	25%	$51,100
Construction Documentation	30%	$61,320
Bidding / Negotiation	2.5%	$5,110
Construction Administration	20%	$40,880
Record Documents	2.5%	$5,110
TOTAL FEE	**100%**	**$204,400**

proposed fee: HOURLY RATES

From time to time, additional services may become necessary or requested by our clients. For those services, we have provided a current schedule of hourly rates, which is applicable for 2013.

Principal	$160
Project Manager	$125
Project Design Lead	$125
Project Architect	$110
Tech Support	$85
Administrative	$65

blalock and PARTNERS
p: 801.532.4940 a: 250 East 100 South / Salt Lake City, UT 84111 f: 801.606.7194

30 January 2013

Park City Municipal Corporation
ATTN: Mr. Matthew Twombly, Project Manager
P.O. Box 1480
Park City, Utah 84060

RE: Park City Library and Carl Winters School Building Remodel Project –**Expenses Proposal**

Matt:

Blalock and Partners is pleased to present this formal Reimbursable Expenses Proposal for your review and approval.

We respectfully propose two not-to-exceed amounts as outlined below:

General Reimbursable Allowance: **$4,200 NTE**

Includes general project expenses:

- Travel/mileage, express mail, reproduction & printing (billed at cost + 10%)

Presentation Reimbursable Allowance: **$5,600 NTE**

Includes specialty presentation materials and expenses:

- Models, rendering, graphics, etc… to be billed hourly per the schedule of hourly rates as outlined in our project fee proposal.
- Materials + 10%
- Related express mail, reproduction & printing + 10%

I welcome the opportunity to review the specifics of the proposed Fee Breakdown and Contract at your convenience.

Regards –

Kevin Blalock, AIA
Principal, Blalock & Partners

architectural design studio