



**PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
January 23, 2018**

***Parking validations will be provided for Council meeting attendees that park in the China Bridge parking structure.**

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 Tuesday, January 23, 2018.

CLOSED SESSION

2:30 p.m. To Discuss Property, Personnel and Litigation

STUDY SESSION

3:40 p.m. Social Equity Update **PAGE 3**

WORK SESSION

5:10 p.m. Council Questions and Comments

5:30 p.m. Critical Priority Update – State Route 248 Corridor Improvement Project Scoping Summary Report and Purpose and Need Update **PAGE 22**

REGULAR MEETING

6:00 p.m.

I. ROLL CALL

II. APPOINTMENT

Appointment of Council Member to Fill Open Council Seat Vacated by Mayor Andy Beerman for the Remainder of his Term Expiring January 2, 2020 **PAGE 26**

(A) Public Input (B) Action

III. COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Staff Communications Reports:

- Budget Report FY2018 - Second Quarter **PAGE 28**
- Courchevel, France Sister-City 2018 Update **PAGE 40**

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

V. CONSENT AGENDA

1. Consideration to Authorize the City Manager to Enter into a Professional Service Agreement with Utah Open Lands for Work Associated with the Bonanza Flat Resource Inventory, Baseline Documentation and Conservation Easement in the Amount of \$51,300 in a Form Approved by the City Attorney **PAGE 43**

VI. NEW BUSINESS

1. Consideration to Authorize the City Manager to Enter into a Contract, in a Form Approved by the City Attorney's Office, with Sensus Inc. for In-Pipe Leak Detection in an Amount Not to Exceed \$109,600.00 **PAGE 45**

(A) Public Input (B) Action

2. Review 2018 Legislative Platform **PAGE 49**

VII. OLD BUSINESS

1. Joint Discussion with Planning Commission Members -Treasure Hill Conditional Use Permit: Creole Gulch and Town Lift Mid-Station Sites — PL-08-00370

(A) Public Hearing (B) Possible Action by City Council: Consideration of Proposed Settlement Agreement, Including Amended Development Agreement **PAGE 53**

VIII. ADJOURNMENT

IX. PARK CITY WATER SERVICE DISTRICT MEETING

I. ROLL CALL

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

III. NEW BUSINESS

1. Consideration to Authorize the City Manager to Enter into an Agreement, in a Form Approved by the City Attorney's Office, with Mountain Regional Water Special Service District and Weber Basin Water Conservancy District for the Replacement of the Lost Canyon Substation with Park City's Annual Payment of \$19,158.00 for a Term of 20 Years **PAGE 54**

(A) Public Input (B) Action

X. 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 4:00 p.m. to 9:00 p.m. Posted: See: www.parkcity.org



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

During Council's work session (Nov 30) Council gave direction to make Social Equity a Top Priority. While staff has already been doing work in the area of social equity for many years, staff strives to create innovative programs and plans to support Council's long-term goals and objectives. The creation of Social Equity as a Top Priority allows staff to refocus their efforts in this area and more fully realize the community's vision that City Council has reflected by naming this as a Top Priority. This study session will allow Council to review in a more in-depth manner some of the goals and objectives of the action plan in preparation for the Council Retreat in March.

Respectfully:

Jed Briggs, Budget Operations Manager



City Council Staff Report

Subject: Social Equity Update
Authors: Jed Briggs, Budget Operations & Strategic Planning Manager
Departments: Budget, Debt, and Grants
Date: January 23, 2017
Type of Item: Administrative

Summary Recommendation

Staff recommends that Council review the draft Social Equity action plan and give feedback. Staff also recommends that Council give direction on using contingency funds for a social equity innovation challenge during the Council Retreat.

Executive Summary

During Council's work session (Nov 30) Council gave direction to make Social Equity a Top Priority. While staff has already been doing work in the area of social equity for many years, staff strives to create innovative programs and plans to support Council's long-term goals and objectives. The creation of Social Equity as a Top Priority allows staff to refocus their efforts in this area and more fully realize the community's vision that City Council has reflected by naming this as a Top Priority. This study session will allow Council to review in a more in-depth manner some of the goals and objectives of the action plan in preparation for the Council Retreat in March.

For Council Consideration

Park City is an inclusive, diverse, and equitable community. We define diversity broadly, including but not limited to all races, ages, sexual orientations, gender identification, socio-economic backgrounds, and cultural beliefs. We strive to be a fair and balanced society where everyone can participate and has the opportunity to fulfill their potential because they have access to healthy, affordable food, transportation, quality education, and living wage jobs. We create unique ways to connect through community gatherings and a variety of communication channels. We strive to understand the needs of those who are underserved or the most vulnerable of our community. We recognize that it is our diversity that is the source of our strength and community foundation as we try to reflect that in all that we do.

Below you'll find staff and community partners' efforts at formulating the City's goals and objectives with regards to this priority.

Social Equity Goals and Strategic Objectives

Value statement: Recognize our diverse populations within our complete community and strive for equitable public administration of services, justice and social well-being for all. Value and appreciate our differences and embrace our common humanity and contributions as the source of our town's strength.

1. Affordability – Identify areas where the City can positively impact the cost of living

- a. Facilitate a range of affordable, quality housing opportunities that meet the life-cycle needs of persons at all economic levels
- b. Endorse a living wage and fair wage practices
 - i. Explore living wage restrictions and opportunities
 - ii. Identify fair wage issues
 - iii. Educate what a living wage is in Park City
 - iv. Resolution for fair wage practices
- c. Support efforts for affordable, quality, and adequate childcare for all who need it
 - i. Special Service Contracts
- d. Strive for accessibility to quality healthcare (vision, mental, dental)
- e. Continually assess fees and taxes for all socio-economic classes
 - i. Further promote/expand recreation fee reduction program to qualifying families.
 - ii. Expand fee reduction to Public Skate for families with a child qualifying for fee reduction.

2. Connection – Engage and empower diverse experiences to foster an inclusive, multi-cultural and -generational community

- a. Establish comprehensive goals and performance measures that span all of the City's departments that provide services to our diverse populations (internal)
 - i. Formalize internal staff committee that will meet and discuss social equity issues facing the City
 - ii. Identify current programs and services and any gaps
 - iii. Identify options and recommendations how the gaps can be filled with the most appropriate role for the City in filling those gaps.
- b. Provide gathering spaces that connect the services of the community
 - i. Create hub where vulnerable populations can gather for information with regards to activities, events, issues that impact them, etc. (external)
 - 1. Work with non-profits to determine best possible scenario
 - 2. Create alliances, coalition with other organizations/strategic stakeholders (non-profit, government, for-profit, etc.)
 - 3. Support the creation of a social equity strategic plan for community that identifies needs and how to address them
- c. Provide services that meet the diverse needs of these populations
 - i. Facilitate staff innovation challenge during Council Retreat that seeks new or interesting ideas to further Council's social equity goals (\$50k)
 - ii. Conduct a gap analysis to identify additional services needed

3. Enhance Communication – Determine the best channels of communication and use them to engage our community members.

- a. Reach audience where they are at, whether it be through digital and/or interpersonal communication
 - i. Broad community conversation on social equity as priority
 - ii. Gather feedback from engagepark.org or another website dedicated to having the community comment on the definitions, goals, and objectives outlined
 - iii. More frequent outreach to the Senior Center to inform and include in construction projects and other impacts going on around them.
- b. Use diverse platforms and methods to deliver and receive messaging

- i. Community Outreach Officer (Police) will focus on the City's social media messaging to reach a broader population.
 - ii. Produce outreach materials in Spanish and English for special events and other activities.
 - c. Enhance communication between service providers
 - i. Have non-profits develop shared database of Latino families to be able to communicate effectively with regard to current issues, activities, and critical information.
 - ii. Improve the number of channels of communication. Sharing messaging with other databases and text platforms, (i.e., School District, PC Unidos, People's Health Clinic, Peace House, PC TOTS, Community Foundation, Holy Cross Ministries, Christian Center, etc.).
- 4. Issue Awareness - Identify and address the multi-cultural and generational groups' concerns and interests**
 - a. Identify underserved and/or most vulnerable populations
 - i. Community Outreach Officer will work with diverse populations to spread awareness regarding issues related to Police.
 - ii. Work with Executive team to hone our understanding of community issues and work to further involve the City as a source of information and community partner with other organizations that provide services to our diverse community populations.
 - b. Partner with a full range of community groups and stakeholders
 - c. Educate the entire community on issues that matter to underserved populations
- 5. Reflect Community Diversity - Encourage participation and remove barriers in process of local government and community groups**
 - a. Invite all to contribute their voice in the process
 - i. Attain 25-30% representation from diverse groups on public boards/commissions
 - b. Focus on integration with varying populations
 - i. Program information in PC Community Foundation's newsletter; will start submitting information to Promise Newsletter.
 - c. Serve all demographics

[For recent Social Equity accomplishments and ongoing programs please view Nov 30 staff report. \(click here\)](#)

Draft Social Equity Action Plan

The intent of this draft Action Plan is to define near term steps that the City can take to further the goals of the Social Equity top priority. Staff recommends that the January 23 Study Session focus on the draft Action Plan items that can be found in Appendix A.

Department Review

The following departments have reviewed this staff report: Legal and Executive.

Appendix A: 2015 Services Directory

Appendix B: 2015 Start of a Services Inventory & Gap Analysis

Appendix C: Living Wage Memo from Jed Briggs & Todd Anderson

Appendix A: Draft Social Equity Action Plan

At the January 23 Study Session, staff would like feedback from City Council on the action items below:

1. Establish Internal PCMC Social Equity Task Force

- a. PCMC already has staff in many different departments who specifically address issues related to social equity, primarily in the areas of providing services to the Latino and Senior community members
 - i. Community Engagement
 - ii. Police
 - iii. PC MARC
 - iv. Park City Ice Arena & Sports Complex
 - v. Park City Library
 - vi. Park City Transit

In addition to these departments, other departments provide services to the aforementioned community members, yet may not have a staff person focused specifically on a specific population or issue. The two primary ways these other departments provide services are either through specific policies or programs to address issues, such as financial relief for very large water leaks, or through bilingual communication materials or services

- b. The intent of creating an internal PCMC Social Equity Task Force would be to:
 - i. Create awareness & share ideas across the aforementioned departments by bringing together those staff members on a regular basis
 - ii. Identify areas of opportunity for the City to provide augmented or additional services that can further the defined municipal Social Equity Goals
 - iii. Input into the Social Equity Strategic Plan
 - iv. Input into the Gap Analysis
 - v. Gain greater familiarity with services provided by other organizations, as well as the providers themselves

2. Innovation Challenge: Social Equity

- a. Much like the Innovation Challenge that the City ran in the past, Innovation Challenge: Social Equity would be more narrowly focused.
- b. \$50,000 would be allocated from the FY2019 budget as the prize that would support implementation of the innovation
- c. Any department can submit an idea that would further the City's goals around social equity – and, including in that idea submittal, would be the cost of implementation, which would need to be anywhere from zero dollars to \$50,000.
- d. During the 2018 City Council Strategic Planning Retreat, on March 1 & 2, City Council would have the opportunity to select the prize winner

- e. Much like the last innovation challenge, we would expect that over time other good ideas submitted would be implemented, even if that ideas was not selected as the winner.

3. Issue an RFP, including a job description, for a third party organization to hire a Social Equity Coordinator

- a. One item that has been discussed in the community for many years is the creation of some type of “information hub” for diverse populations
- b. As mentioned earlier in this plan, the City has staff in many departments providing services that further the City’s goals of social equity, however, in discussions with many different community members and nonprofit leaders, there seems to be agreement that the City should not be the hub for these services. In particular, many expressed that for services to the Latino community, a governmental organization would not be as approachable as a nonprofit organization.
- c. The City would fully fund (salary + benefits +office overhead) one position that would be housed at a nonprofit and would have some formal relationship to the City, over and above a funding relationship. (80% nonprofit; 20% City?) Responsibilities would include:
 - i. Developing a Strategic Plan for furthering the community’s Social Equity Goals
 - 1. Identifying the greatest issues that currently exist
 - 2. Prioritizing issues: Which issues, if addressed, would make the greatest difference in the quality of life for our most vulnerable populations
 - 3. Inventory of current services
 - 4. Identifying gaps in current services
 - 5. Action Steps
 - ii. Establishing a working relationship with existing service providers
 - iii. Working with the City’s Social Equity Task Force to assist them in identifying how the City can better serve our most vulnerable community members
 - iv. Working directly with members of the target communities
 - v. Defining a long term road map for this position (Future independent non-profit? Merge into a different organization?)

4. Baseline Services Inventory & Gap Analysis

- a. This exercise could be conducted in one of the following ways:
 - i. as part of the Social Equity Strategic Plan
 - ii. as an exercise for the Park City Social Equity Task Force
 - iii. as an exercise for a hired consultant to do in conjunction with other community service provider
- b. *Please see Appendices B & C*

5. High level definition of Living Wage for Park City & Summit County

- a. Because City Council and community members have discussed the idea of Park City Municipal establishing a minimum wage for all employers in the community, Jed Briggs & Todd Anderson have prepared a memo that generally defines a living wage for Park City and Summit County and discusses some of the challenges with this concept. (Appendix D)
- b. As stated in the memo, Utah law precludes a municipality from setting its own minimum wage

6. Preparing to discuss Social Equity at the City Council Strategic Planning Retreat

- a. If Council OKs moving forward with Innovation Challenge: Social Equity, staff will work with the Mayor to define the schedule and length of that section of the Retreat
- b. Council should provide direction to staff on any other preparation staff should do that will enable City Council to discuss Social Equity at the City Council Strategic Planning Retreat

Appendix B: Services Directory

l.o.c.a.l.

**List of Community Agencies for Low income families.
Prepared by Leadership Park City, Class XVIII and Sponsored
by Park City Medical Center. (Undated)**

Updated by CCOFPC
8/28 /2015

EDUCATION

❑ **Art Kids 435-615-7878 arts-kids.org**

1685 Bonanza Drive, Park City, Utah 84060

After school program - Kids learn how to solve stressing life situations through Art, Theatrical performance and Dance.

❑ **Big Brothers Big sisters 435-649-9366 bbbsu.org**

5532 Lillehammer #202 Kearns Blvd. Park City UT 84060

Mentoring programs for Kids. We strive to connect these children with the perfect match – a mentor with similar interests who wants to help just that Kind of child.

❑ **Community Learning Center 435-645-5630 jtukuafu@pcschoools.us**

2270 Kearns Blvd Park City UT 84060

The Learning Center is the home to many programs offered by the Park City School District; including adult education, leisure learning enrichment classes, after school extended day programs, Aquatic Center programs and more.

❑ **Latinos in Action 801-404-0521 contact@latinosinaction.org**

1430 W Andrew Ave. Salt Lake City, Utah 84125

This program offers Latino students to empathize leadership tutoring to younger students, use their bilingual ability for parent teacher conferences translation and guidance to available scholarships.

❑ **Park City Schools Aquatic Center 435-645-5617**

2465 W Kilby Rd. (at Ecker Hill Middle School)

A fun recreational space for the whole family.

Affordable swimming lessons for all ages and spaces available for kids birthdays.

❑ **Mega-Genius Supply store and IQ HQ 435-655-8252**

435 Swede Alley, Park City, UT 84060

Literacy & tutoring center for K-12, retail store.

❑ **KPCW'S Every Sunday 435-649-9004 cadadomingo@kpcw.org**

Local radio station, transmitting in Spanish every Sunday. Offering international & local news, community announcements & music

SOCIAL SERVICES

- ❑ **Christian Center of Park City 435-649-2260 ccofpc@org**
1283 Deer Valley Dr. Park City, UT 84060
CCPC is a Christian humanitarian community resource center that helps improve the life of people and communities through meeting immediate and basic needs.
- ❑ **Habitat For Humanity 435-658-1400 / 435-487-9015 habitat-utah.org**
6280 Silver Creek Drive, Park City Utah, 84098
Habitat provides a viable path to home ownership for low income families.
- ❑ **Mountain lands Community Housing Trust 435-647-9719 HousingHelp.org**
Rent to own programs, Build to own, Disputes mediation, transitory housing, Senior living center, Referrals.
- ❑ **Holy Cross Ministries 435-333-1850 HolyCrossMinistries.org**
860 E 4500 S #204, Salt Lake City, UT 84107
Holy Cross helps low income families and individuals through Legal Immigration programs, After School programs for Kids and referrals to community resources.
- ❑ **Peace House 800 647 9161 peacehouse.org**
1960 Sidewinder Dr. Suite 208 Park City, UT 84060
Emergency Shelter for women and children fleeing from domestic violence.
- ❑ **Summit County Victim Assist. 435 615 3850 mprobst@summitcounty.org**
6300 Justice Center Rd., #5 Park City, UT 84098
Legal counseling, referrals, victim crisis management. Attend hearings and navigate legal system with victims.

CHURCHES

- ❑ **Church Of Jesus Christ Latter Day Saints 435-649-3482 lds.org**
2300 Monitor Dr. Park City UT 84060
The restored church of Jesus and plan for humanity
Worship opportunities and English Classes.

❑ **Iglesia Luz y Verdad (The Light and The Truth) 435-901-9972**

Luz y Verdad is a Hispanic Evangelical Church that emphasizes on developing healthy marriages and strengthening family relationships.

❑ **St. Mary's Catholic Church 435-555-1234 StMarysParkCity.com**

1505 W White Pine Canyon Rd. Park City, UT 84098

Spanish Mass 1:00pm Sunday. Bilingual Holy Hour, Thursday 7:00 – 8:00pm.

Religious education. We are pleased to offer two \$500.00 Scholarships for Graduating seniors from Saint Lawrence.

❑ **Mountain Life Church 435 647-5855 mtnlife@mountainlife.org**

7375 Silver Creek Rd Park City, UT 84098

We exist to bring people into a life changing relationship with Jesus, help connect them into an authentic Christian community, and develop in them a heart full of passion for God and compassion for people.

CROSS POINT CHURCH 435-072-9718 robby@crosspointpca.org

We are a welcoming community, open to everyone, whether you are a skeptic, seeker, new convert or struggling Christian.

Church meets at 10:00 AM on Sundays.

LEGAL AND EMPLOYMENT SERVICES

❑ **Workforce Services 435-649-8451 jobs.utah.gov/jobseeker**

1960 Sidewinder Dr. #103 Park City, UT 84060

69 North 600 West Suite C, Heber City, UT 8994032

Provides the Utah's largest employment System to find Jobs.

Food Stamps, Child Care, training, and career planning opportunity.

❑ **Utah Legal Services (800) 662-4245 utahlegalservices.org**

We provide services to low income families or individuals US citizens or Legal residents only, UNLESS the case is for domestic violence, sexual Assault, in protective order cases and legal immigration.

❑ **Community Legal Center 801-924-9000 www.communitylegalcenter.org**

205 N 400 W Salt Lake City, UT 84103

Legal assistance for low income residents in non-criminal cases.

The Community Legal Center is a project of -And Justice For All-, an alliance of nonprofit organizations dedicated to providing free, civil legal aid to Utah's poor, elderly, disabled, and ethnic minorities.

HEALTH AND NUTRITION

❑ **Intermountain Park City Medical Center 435-658-7000**

intermountainhealthcare.org

24 hour Emergency Service, Spanish service and financial aid.

❑ **People's Health Clinic 435-333-1875 www.peopleshealthclinic.org**

650 Round Valley Drive, Park City, UT 84068

Health services for low income individuals and for those with no medical insurance.

❑ **Planned Parenthood 435-649-5989 www.plannedparenthood.org**

1670 Bonanza Dr. Park City, UT 84060

We are a trusted health care provider, an informed educator, a passionate advocate, and a global partner helping similar organizations around the world. Planned Parenthood delivers vital reproductive health care, sex education, and information to millions of women, men, and young people worldwide.

❑ **Summit County Health Department 435-333-1500**

summitcountyhealth.org

One of the department's programs is The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) , which is a Federally-funded program that serves pregnant, breastfeeding and Postpartum women, infants and children up to age 5 who live in Summit County and who meet income guidelines.

Food Stamps are accepted at the Park Silly Sunday, Market.

❑ **Valley Mental Health 435-649-8347 vmh.com**

1753 Sidewinder Dr. # 200 Park City, UT

Mental help to all ages, Alcohol and drug prevention classes.

RECREATION

❑ **Park City Aquatic Center 435-645-5617 pcschools.us**

2465 W. Kilby Rd Park City UT 84098

Affordable aquatic recreational activities for the public.

❑ **National Ability Center 435-649-3991 discovernac.org**

The National Ability Center empowers individuals of all abilities by building Self-esteem, confidence and lifetime skills through sport, recreation and educational programs. Financial assistance is offered for low income families and individuals.

❑ **Park City Recreation (THE MARC) 435-615-5400 Parkcityrecreation.org**

1200 Little Kate Road, Park City, UT 84068

The Park City Municipal Athletic & Recreation Center (PC MARC) opened in December of 2011 after an extensive renovation. This City-owned facility offers affordable recreational amenities for all ages and fitness levels.

❑ **Snyderville Basin Recreation 435 649-1564**

contactus@basinrecreation.org

5715 Trailside Drive Park City, Utah 84098.

The Snyderville Basin Special Recreation District, providing quality parks and recreation experiences and opportunities for residents within the Snyderville Basin. Affordable and for all ages.

LIBRARIES AND TRANSPORTATION

❑ **Park City Library 435-615-5600 parkcitylibrary.org**

1354 Park Avenue PO Box 668 Park City, Utah, 84060

Offering free access to residents, a great variety of selections both in English and Spanish, 3D printer, different activities and summer reading for Teens.

❑ **Summit County Library 435-615-3947 summitcountylibrary.org**

1885 W. Ute Blvd, Park City UT 84098

The library offers Spanish service, as well as GED in Spanish through the Mexican Consulate and reading classes.

❏ **Dial-A-Ride 435.615.5301 parkcitytransit.org**

Park City Municipal Corporation Public Works-Transit Bus

1053 Iron horse Drive, Park City, UT 84060-1480

Senior Mobility Service is offered by filling out a form. Services also include Ice arena, Health Department, People's Health Clinic, Park City Medical Center, Resorts and Salt Lake City shuttle. For Schedule and transit trip Planners call 435.615.5301 or go online.

Appendix C: 2015 Start of a Baseline Services Inventory & Gap Analysis

In June of 2015, The Park City Education Foundation, The Park City Community Foundation and the Park City School District invited Park City Municipal to participate in a process to look at how to better meet the needs of some members of the Latino community in Park City. As this process evolved and more organizations joined the effort, the group evolved into being known as the Park City Advocates. As the group began to focus in on identifying needs and which needs were the greatest, Diane Foster began to draft the spreadsheet that is shown below. The spreadsheet was never completed, nor was it ever used by the group, however it may serve as a starting point for a Services Inventory & Gap Analysis.

Items highlighted in yellow were identified in 2015 by the Park City Advocates are the areas of greatest need.

The only items added to this spreadsheet for the purposes of this report are “Arts & Culture”. “Solomon Fund”, “PC Tots”, and some of the mental wellness organizations that did not exist in 2015.

		Overall Needs				Health					Education					Legal			Family Services								
		Having a central place where people can go to get information	Having Spanish speaking employees in customer-facing roles at non-profits & governmental organizations	Transportation	Arts & Culture	Physical Health	Dental Health	Vision	Mental Wellness	Adult Exercise Classes	English Classes	Other Classes	Career Counseling	Small Business Incubator	Career Center	Computer Classes in Spanish	Legal Assistance	Tax Assistance	Immigrant Services	DACA Support	Housing Assistance	Food pantry	Affordable Daycare	Translation/Interpretation Services	Adjusting to life in Park City	Bringing activities (library, rec classes) to the school	Afterschool Programs
	Christian Center																										
	People's Health Clinic																										
	Planned Parenthood																										
	Peace House																										
Park City School District	Park City School District																										
	After School Program																										
	Adult Education																										
	Park City Bar Association																										
	Utah Legal Services																										
	Immigrant Legal Services																										
	Mexican Consulate																										
	Valley Mental Health																										
	CONNECT																										
	Mountainlands Community Housing Trust																										
	Habitat for Humanity																										
Park City Municipal	Park City Municipal Housing Dept																										
	Park City MARC																										
	Park City Library																										
	Park City Transit																										
	Park City Senior Center																										
Summit County	Summit County Health Department																										
	Summit County Mental Wellness Alliance																										
	Communities that Care																										
	Basin Recreation																										
	Health Drpartment																										
	Summit County Library																										
	PC Tots																										
	Deer Valley Daycare																										
	Solomon Fund																										
	Park City Summit County Arts Council																										

Appendix D: Living Wage Memo

Living Wage

A living wage can be defined as “a wage sufficient to provide the necessities and comforts essential to an acceptable standard of living” ([Merriam-Webster](#)). Living Wage is distinguished from minimum wage, which is set by the federal government. The 2015 federal minimum wage standard is \$7.25 per hour, considerably less than 120% of the federal poverty guidelines. A living wage is an amount intended to help people meet basic living needs and maintain or achieve self-sufficiency. As real wages over time have decreased relative to the cost of living, more communities are implementing some form of a living wage to address this issue.

Utah minimum wage (matches federal):

\$7.25 per hour

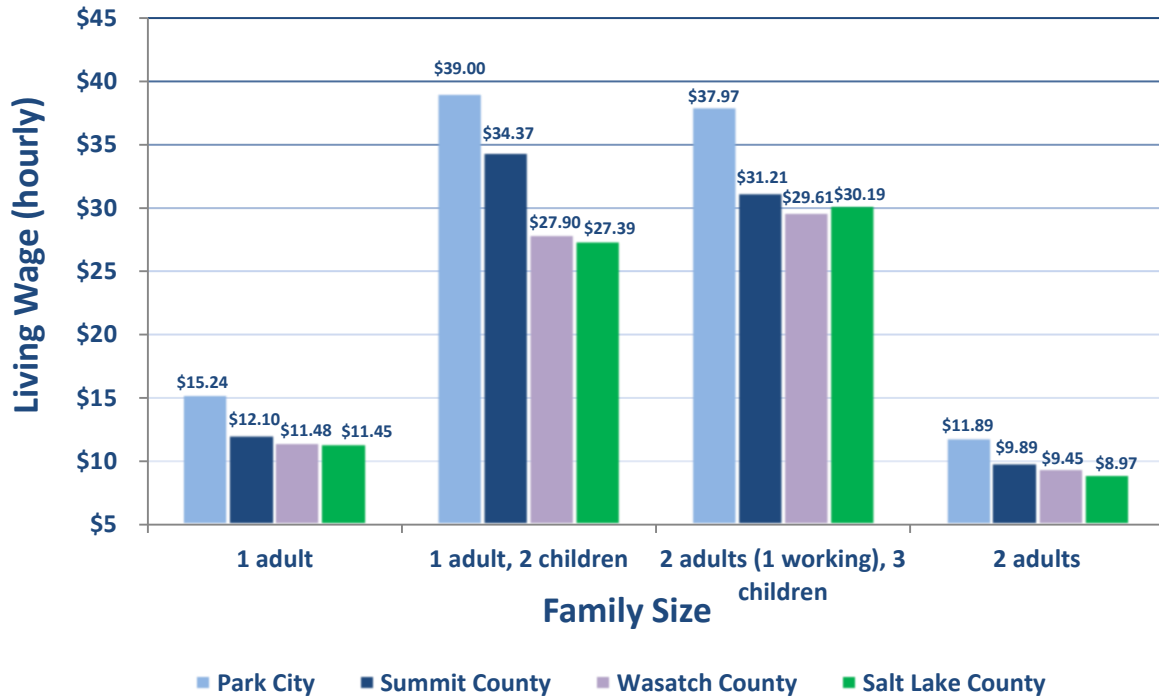
Living wage for 1 adult in Park City (renter):

\$15.24 per hour

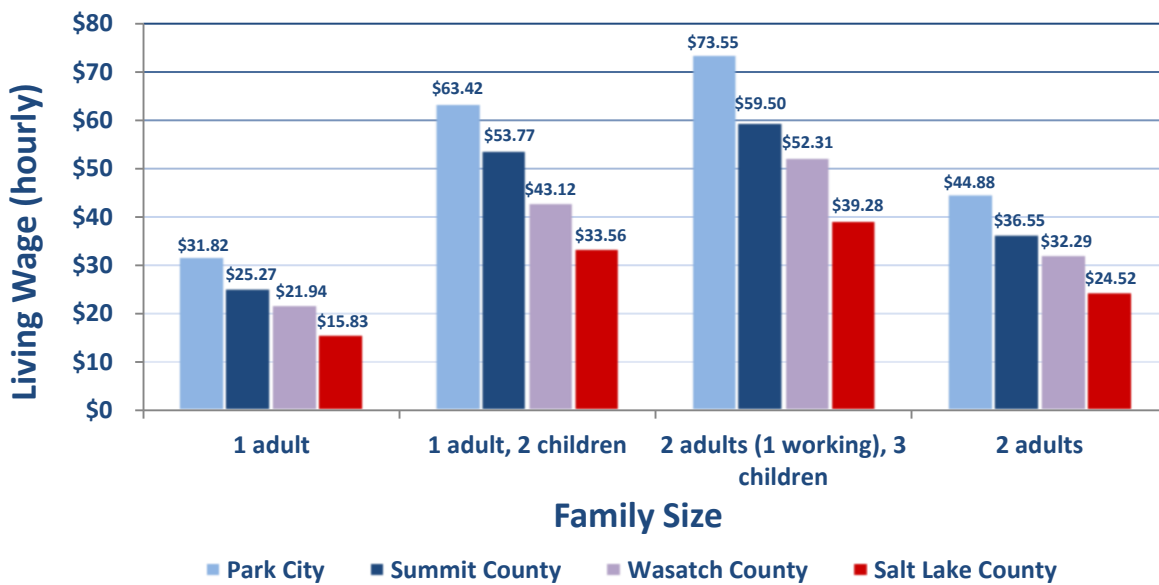
The following charts compare the approximate living wage in Park City with surrounding Utah counties. The first chart compares calculated living wages for renters, and the second chart compares the same for homeowners.

Methodology: Massachusetts Institute of Technology (MIT) created an online [living wage calculator](#). With this tool, users can find the approximate living wages for different family sizes at the county level. The Budget Department used this tool to find the approximate living wages for Summit County, Wasatch County, and Salt Lake County. To find the approximate living wage for Park City, the Budget Department added some additional calculations to the MIT tool. We were able to find median rental and homeownership prices in Park City through internal and external sources. These figures were applied to the MIT tool to find an approximate living wage for the municipality. An additional 2.02% annual inflation rate was also applied when data came from years previous to 2017.

Living Wage Comparison in Utah, Renters



Living Wage Comparison in Utah, Homeowner



**To calculate the approximate living wages for homeowners, the median home price was used from October 2017 for each city/county area. The October 2017 median home price was the most recent data available from the Utah Association of Realtors.*

Fair Wage

The Fair Wage Network defines a fair wage as:

“Wage levels and wage-fixing mechanisms that provide a living wage floor for workers, while complying with national wage regulations (such as the minimum wage, payment of wages, overtime payments, provision of paid holidays and social insurance payments), ensure proper wage adjustments and lead to balanced wage developments in the company (with regard to wage disparity, skills, individual and collective performance, and adequate internal communication and collective bargaining on wage issues)” ([Society of Human Resource Management](#)).

This following outlines what a Utah municipality **cannot** do regarding minimum or living wages, (according to Utah state law), as well as what they **can** do to encourage a minimum or living wage for workers within their municipality.

What Utah municipalities **cannot** do:

- A city, town, or county may **not** establish, mandate, or require a minimum wage that exceeds the federal minimum wage- \$7.25 per hour ([Utah Minimum Wage Act, 34-40-106, pg. 3](#)). The Utah minimum wage matches the federal minimum wage.
- A city, town, or county may **not** require that a person who contracts with the city pay that person’s employees a wage that exceeds the federal minimum wage ([Utah Minimum Wage Act, 34-40-106, pg. 3](#)).
- If a city, town, or county contracts with a person for the direct purchase of goods or services, in awarding or otherwise executing that contract, the city may **not** give any preferential treatment to a person on the basis that the person pays that person’s employees a wage that exceeds the minimum wage ([Utah Minimum Wage Act, 34-40-106, pg. 4](#)).

What Utah municipalities **can** do:

- Work with the [Utah League of Cities and Towns](#) to advocate for changes in minimum or living wage legislation at the state level.

- Work with local nonprofits or community associations to educate businesses and consumers on the benefits of living wages, recruit businesses to join a living wage “network”, and connect consumers to businesses that provide living wages ([Raise Arizona](#)). This model is used by the Arizona Community Action Association (AZCAA) in their “Raise Arizona” Campaign. “*Raise Arizona* is designed to work around political gridlock and reward those employers that want to do right by their workers...*Raise Arizona* is a voluntary program. Only employers that are committed to helping their community and want to raise the wages of their workers will become Living Wage Certified” ([What is Raise Arizona?](#))
- Adopt policies that raise the wages for lower-level city employees, or commit to a living wage for city employees. According to Ben Zipperer, an Economic Policy Institute expert, “To some degree, the private sector is going to be competing for people who might be considering these jobs with the city, so they’ll be forced to consider raising their wages as well” ([The News & Observer](#))
- Commit more resources and funding into the Council Critical Priority of Housing. With more affordable housing units in Park City, workers that are not making a living wage will be alleviated of some housing cost burden. ([Why.org](#))
- Identify fair wage issues in Park City.
- Create a City Council resolution on living/fair wages:
 - Examples
 - Advocate state to increase minimum wage
 - Set living wage minimum for City employees
 - Encourage compliance with fair wage practices from local businesses
 - Encourage local businesses to voluntarily comply with a minimum living wage



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

On July 20th, the Council approved a PSA with Lochner Engineering to complete preliminary engineering and develop a NEPA EA consistent with the CFR and UDOT's Project Delivery Network with the goal of arriving at a FONSI. The current schedule is to complete the EA/FOSNI in spring 2019.

On November 15, 2017, UDOT, as the NEPA lead and in cooperation with PCMC, issued a formal public scoping notice which initiated the formal NEPA scoping process and associated public comment period. While a minimum 30 day public scoping comment period is required per the CFR and NEPA, both UDOT and PCMC elected to extend that period to a 45 public comment period to provide additional opportunities for comment during the holiday period. The scoping comment period closed on December 29, 2017 and all comments received during that period have been compiled into a Draft Scoping Summary Report which can be found at the following link:

<http://www.parkcity.org/Home/ShowDocument?id=48796>

Respectfully:

Alfred Knotts, Transportation Planning Manager



City Council Staff Report

Subject: Critical Priority Update – State Route 248 Corridor Improvement Project Scoping Summary Report and Purpose and Need Update

Author: Alfred Knotts, Transportation Planning Manager
Julia Collins, Senior Transportation Planner

Department: Transportation Planning

Date: January 23, 2018

Type of Item: Administrative

Summary Recommendation

Staff recommends that Council receive an update on the SR 248 Corridor Improvement Project (Project) Scoping Summary and status of the development of the project Purpose and Need and associated goals.

Executive Summary

On July 20th, the Council approved a PSA with Lochner Engineering to complete preliminary engineering and develop a NEPA EA consistent with the CFR and UDOT's Project Delivery Network with the goal of arriving at a FONSI. The current schedule is to complete the EA/FOSNI in spring 2019.

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Acronyms

ACHP	Advisory Council on Historic Preservation
ADT	Average Daily Traffic
CFR	Code of Federal Regulations
EA	Environmental Assessment
EPA	Environmental Protection Agency
FFSL	Forestry, Fire, and State Lands
FHWA	Federal Highway Administration
FONSI	Finding of No Significant Impact
FTA	Federal Transit Administration
HOV	High Occupancy Vehicles
NEPA	National Environmental Policy Act
P&N	Purpose and Need
PDP	Project Delivery Process

PDT	Project Development Team
PSA	Professional Services Agreement
SOV	Single Occupancy Vehicles
SC	Summit County
SR	State Route
UDEQ	Utah Department of Environmental Quality
UDSP	Utah Division of State Parks
UDW	Utah Division of Water
URDCC	Utah Resource Development Coordinating Committee
VMT	Vehicle Miles Traveled
UDOT	Utah Department of Transportation
UDWR	Utah Division of Wildlife Resources
URMCC	Utah Reclamation Mitigation and Conservation Commission
USACE	United States Army Corp of Engineers
USAF	United States Air Force – Hill Air Force Base
USFWS	United States Fish and Wildlife Service

The Problem

Currently, the SR 248 corridor within the City Limits experiences congestion during peak times. This occurs at both the “narrows” area as well as key intersections such as Bonanza Drive and SR 224. In addition to the congestion the corridor also exhibits deficiencies related to safety, including vehicle and pedestrian access to the Kearns Campus. Other objectives within the corridor are to improve aesthetics and create a gateway experience for those entering and leaving the SR 248 corridor that that reflects Park City’s unique natural and human environment.

Based on field observations, 85% of the passenger vehicles traveling through the corridor are SOVs. The SOV percentage for this corridor shows a negative trend as the 2015 data showed SOV rate 79%. It should be noted to the target for this performance measures is 50% by 2040.

In addition to the growth in SOV over the last 2 years, ADT volumes on this corridor have increased by 27.63% over the last ten (10) years or 2.7% annually. As a comparison, SR 224 has increased 4.8% over ten (10) years or .48% annually. This trend on SR 248 is expected to continue as growth continues east of the US 40 corridor and both north and south the SR 248 corridor. Given the continued congestion on the corridor and anticipated growth in ADT the existing and future condition pose a significant threat to Park City’s economy, environment, and quality life for residents and visitor experience.

Background

<u>Date</u>	<u>Item</u>
February 12, 2009	<u>Adoption of SR 248 Corridor Plan</u>
July 20, 2017	<u>Lochner PSA approval</u>

Analysis

Public Scoping Summary Update

During the public scoping period UDOT and PCMC received 54 hard copy comment forms were completed and submitted by attendees at the November 14, 2017 public scoping meeting held at Treasure Mountain Junior High School, 38 comments were submitted by email or filled out on the website, and 5 letters were sent by mail for a total

of 97 comments. Four comments related to scoping were received outside the official comment period and are included in the total. The nature of the comments is as follows:

- Experience congestion now and know it will get worse (46)
- Desire to improve and incentivize transit or carpooling rather than build capacity for private vehicles (42)
- Difficult to make left hand turns on SR 248 (16)
- Concern for school access and safety (21)
- Concern over neighborhood cut-through traffic (5)
- Concern for pedestrian safety at crossings (desire for underpass or overpass for safety and to reduce congestion (20)
- Desire to evaluate managed lanes (reversible or HOV) (18)
- Mixed views regarding bike lanes on SR 248 (10)
- Concern regarding speeding (12)
- Desire to keep Rail Trail as recreation trail (49)
- Protect open space, wildlife habitat, water quality, and wetlands (27)

Additionally, the following cooperating agencies were notified of the project and scoping period via formal correspondence: ACHP, EPA, FFSL, FTA, SC,UDSP, UDEQ, UDW, UDWR, URMCC,USACE,USAF, and URDCC

It should be noted that while the public scoping comment period has closed comments will continue to collect at various stages throughout EA process.

Purpose and Need Update:

The next step in the NEPA process is to develop the Project's P&N. The P&N is develop based on public input gathered during the public scoping period as well as existing guidance and policies in adopted local and state planning documents. A PDT meeting was held on January 10th to develop the P&N and related project goals and objects. Staff will provide an overview of the draft P&N at the January 23rd Council Meeting to solicit feedback from Council as well as the public as to ensure the P&N is reflective of PCMC transportation goals and public sentiment.

Schedule Update:

The Project continues to be on schedule and the following tasks have been completed in Administrative Draft form since execution of the contract in July 2017:

- Aerial survey, ground survey, and Right of Way verification
- Technical/Specialist Reports (Biological and Botanical Assessments, Archeological Report, Historic Architectural Report Existing and Future Trans Traffic, Existing Roadway Conditions Report, Geotechnical/Soils Report, Wetlands Inventory and Delineation, Noise Monitoring, and Existing and Future Traffic Conditions Modeling)

Next Steps:

The next steps in the PDP are as follows: Finalize P&N, developing conceptual alternatives and screening criteria, conduct risk assessment on conceptual alternatives, develop and evaluate "build" alternatives, identify preferred alternative and publish Draft EA, and continue public involvement including holding Stakeholder meetings #2 and #3.

Department Review

This report was reviewed by Executive, Legal, Transportation Planning, and Budget.

Attachments:

Attachment A – Draft Scoping Summary Report
<http://www.parkcity.org/Home/ShowDocument?id=48796>



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

Council should make a decision from the applicants interviewed for the open Council seat. The Council will appoint the selected candidate by a majority vote. A swearing in ceremony is scheduled for February 1, 2018.

Respectfully:

Michelle Kellogg, City Recorder

Published in the 12/27 and 1/3/18 issues of the Park Record.

**NOTICE OF MIDTERM CITY COUNCIL VACANCY
REQUEST FOR APPLICATION OF APPOINTMENT
PARK CITY MUNICIPAL CORPORATION**

PUBLIC NOTICE IS HEREBY GIVEN of a Midterm City Council Vacancy. Any person interested in serving as a City Council member and meets the following eligibility and residency requirements is hereby invited to submit an application of interest to the City Council. The appointed City Council member will serve through the vacated term of Andy Beerman ending the first Monday of January (2020).

Eligibility and Residency Requirements: Candidates must:

- 1) Be a United States citizen at time of filing for candidacy.
- 2) Be at least 18 years of age.
- 3) Be A registered voter in Park City;
- 4) Reside in Park City during his/her term of office;
- 5) Have been a resident of the City for at least 365 consecutive days, or, have been a resident of a recently annexed area of the City for at least 365 days; and
- 6) May not be absent from Park City continuously for more than 60 days without the Council's permission.

Pursuant to Utah Constitution Article IV, Section 6, any mentally incompetent person, any person convicted of a felony, or any person convicted of treason or a crime against the elective franchise may not hold office in this state until the right to vote or hold elective office is restored as provided by statute.

Application: Please contact Michelle Kellogg, City Recorder, for an application – (435) 615-5007, michelle.kellogg@parkcity.org or go to <http://www.parkcity.org/government/election-information> to print an application.

Application Deadline: Application must be received by Friday, January 5, 2018, by NOON. Submit to Michelle Kellogg, City Recorder, 445 Marsac Ave., P.O. Box 1480, Park City, UT, 84060.

The City Council will hold a regular public meeting on January 11, 2018, to interview candidates. Candidates should also be available for possible interviews at special meetings held January 9th and 16th, depending upon the number of candidates. The City Council will make the appointment at the regular Council meeting held January 23, 2018, at 6:00 p.m. These meetings will take place in the City Council Chambers, 445 Marsac Ave., Park City, and additional notices of the meeting(s) and interview times will be published and announced at a later date pursuant to state code requirements. For further information, please contact Michelle Kellogg, City Recorder, at (435) 615-5007, michelle.kellogg@parkcity.org.



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

The attachments within this report consist of Monthly Expenditure and Revenue Reports detailed by Fund and Major Object Type. The format of these reports follows the audit procedure from the State Compliance Audit Guide, the Utah statute and sample summary reports found in the Utah Uniform Accounting Manual. These summary reports should be prepared and reviewed by Council Quarterly for all funds.

The beginning and ending (399 Beginning Balance) fund balances (09 Interfund transfer) have not been calculated for the FY18 YTD actuals and thus do not show up in the report. We typically calculate these when we begin balancing the budget in April.

Respectfully:

Todd Andersen, Budget Analyst

MEMO



To: City Council
From: Budget, Debt, & Grants Department
Date: January 1, 2018
Subject: Quarterly Budget Reporting

Budget, Debt, & Grants

445 Marsac Ave.
P.O. Box 1480
Park City, UT 84060
Tel 435.615.5192
www.parkcity.org

State Compliance Monthly Budget Reporting

The attachments within this report consist of Monthly Expenditure and Revenue Reports detailed by Fund and Major Object Type. The format of these reports follows the audit procedure from the State Compliance Audit Guide, the Utah statute and sample summary reports found in the Utah Uniform Accounting Manual. These summary reports should be prepared and reviewed by Council Quarterly for all funds.

The beginning and ending (399 Beginning Balance) fund balances (09 Interfund transfer) have not been calculated for the FY18 YTD actuals and thus do not show up in the report. We typically calculate these when we begin balancing the budget in April.

Notable Observations:

- Due to a two-month lag in processing tax revenue, the city receives the bulk of its property and sales tax revenue between December and March.
- Revenue received from Planning, Building, & Engineering fees increased almost \$900K over last year YTD. This is attributed to both an increased volume of applications, and an adjustment of fees during the FY18 budget process, so that fees would more closely cover costs.
- Recreation revenue increased by over 8% from last year YTD.
- Because of the new transit tax, revenue received from Transit Service charges increased dramatically from last year YTD.
- 49% of the Personnel budget for the general fund has been spent, which means that personnel expenditures are on track for FY 2018.
- 35% of the General Fund Materials budget has been spent so far, which means materials have been underspent so far in FY 2018.
- 32% of the total General Fund budget has been spent. Spending is on track for being halfway through the year.

Attachment A: Expenditure Summary by Object and Type
Attachment B: Revenue Summary by Object and Type

Expenditures by Object Type- Q2 FY2018

January 1, 2018

Object Type	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
011 GENERAL FUND						
01 PERSONNEL SERVICES	18,056,527	19,716,225	21,202,442	10,525,622	21,464,873	10,939,251
02 MATERIALS, SUPPLIES AND SERVICES	1,183,269	1,080,523	1,127,179	454,116	1,290,523	836,407
03 UTILITIES	1,420,453	1,428,903	1,446,258	256,428	1,484,819	1,228,391
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	1,856,064	2,075,588	1,901,002	1,005,072	3,302,512	2,297,440
05 PARTS/MAINTENANCE SUPPLIES	891,169	800,669	992,267	458,598	1,074,371	615,773
06 SPECIAL SERV CONTRACT/MISC CHARGES	1,035,873	961,858	972,346	735,674	985,400	249,726
07 CAPITAL OUTLAY	200,988	95,318	283,095	71,996	388,140	316,144
09 INTERFUND TRANSFER	12,486,945	13,144,736	2,270,784	1,237,938	15,519,217	14,281,279
Total 011 GENERAL FUND	37,131,289	39,303,819	30,195,373	14,745,443	45,509,855	30,764,412
012 QUINNS RECREATION COMPLEX						
01 PERSONNEL SERVICES	670,273	723,031	777,025	399,420	887,134	487,714
02 MATERIALS, SUPPLIES AND SERVICES	54,764	49,916	55,247	36,575	60,770	24,195
03 UTILITIES	169,862	150,026	156,878	54,499	157,100	102,601
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	96,458	48,617	78,772	27,665	72,070	44,405
05 PARTS/MAINTENANCE SUPPLIES	60,074	85,106	54,725	21,130	46,275	25,145
06 SPECIAL SERV CONTRACT/MISC CHARGES	12,465	12,182	15,104	7,609	15,000	7,391
07 CAPITAL OUTLAY	78	2,085	2,048	410	6,000	5,590
09 INTERFUND TRANSFER	-3,497,044	-3,814,171		600	-4,737,173	-4,737,773
Total 012 QUINNS RECREATION COMPLEX	-2,433,070	-2,743,207	1,139,799	547,909	-3,492,824	-4,040,733
021 POLICE SPECIAL REVENUE FUND						
07 CAPITAL OUTLAY	200					
09 INTERFUND TRANSFER	29,944	32,254				
Total 021 POLICE SPECIAL REVENUE FUND	30,144	32,254				
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT						
07 CAPITAL OUTLAY	1	4,867				
09 INTERFUND TRANSFER	17,257	16,386				
Total 022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	17,258	21,253				
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND						
01 PERSONNEL SERVICES	6,460	22,393	41,082	16,021	57,987	41,966
02 MATERIALS, SUPPLIES AND SERVICES	11,950	10,200	11,200	5,600	20,000	14,400
03 UTILITIES	9,868	11,014	10,006	1,835	12,000	10,165

Expenditures by Object Type- Q2 FY2018

January 1, 2018

Object Type	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	67,071	112,863	57,780	1,017	150,000	148,983
06 SPECIAL SERV CONTRACT/MISC CHARGES		485,451	456,142		568,000	568,000
09 INTERFUND TRANSFER	2,204,075	1,895,172	1,641,125	820,560	1,857,358	1,036,798
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	2,299,424	2,537,094	2,217,335	845,033	2,665,345	1,820,312
024 MAIN STREET RDA SPECIAL REVENUE FUND						
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC		33,264	12,309	4,710	80,000	75,290
06 SPECIAL SERV CONTRACT/MISC CHARGES	310,086	276,082	276,177		405,000	405,000
09 INTERFUND TRANSFER	959,885	1,012,447	752,000	376,002	1,022,447	646,445
Total 024 MAIN STREET RDA SPECIAL REVENUE FUND	1,269,971	1,321,793	1,040,486	380,712	1,507,447	1,126,735
031 CAPITAL IMPROVEMENT FUND						
01 PERSONNEL SERVICES	45,169	65,879	68,537	23,977		-23,977
07 CAPITAL OUTLAY	18,685,295	8,827,413	48,658,602	3,625,416	10,432,890	6,807,474
09 INTERFUND TRANSFER	33,201,102	38,219,621	1,285,867	644,148	41,105,244	40,461,096
Total 031 CAPITAL IMPROVEMENT FUND	51,931,567	47,112,913	50,013,006	4,293,541	51,538,134	47,244,593
033 REDEVELOPMENT AGENCY-LOWER PRK						
01 PERSONNEL SERVICES	7,861	7,727	2,624	14,340		-14,340
06 SPECIAL SERV CONTRACT/MISC CHARGES	543,620					
07 CAPITAL OUTLAY	8,846,299	1,847,149	1,658,650	1,317,745	1,296,000	-21,745
09 INTERFUND TRANSFER	882,497	1,070,751			11,372,129	11,372,129
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	10,280,278	2,925,627	1,661,274	1,332,085	12,668,129	11,336,044
034 REDEVELOPMENT AGENCY-MAIN ST						
06 SPECIAL SERV CONTRACT/MISC CHARGES						
07 CAPITAL OUTLAY		47,541		5,196	450,000	444,804
09 INTERFUND TRANSFER	2,221,001	2,054,115	806,088	404,748	1,408,080	1,003,332
Total 034 REDEVELOPMENT AGENCY-MAIN ST	2,221,001	2,101,656	806,088	409,944	1,858,080	1,448,136
035 BUILDING AUTHORITY						
07 CAPITAL OUTLAY	66,575	8,011	34,056	1,430		-1,430
09 INTERFUND TRANSFER	458,911	454,087			419,900	419,900
Total 035 BUILDING AUTHORITY	525,486	462,098	34,056	1,430	419,900	418,470
038 EQUIPMENT REPLACEMENT CIP						
07 CAPITAL OUTLAY	1,019,443	1,250,276	1,421,831	366,624	1,228,700	862,076
09 INTERFUND TRANSFER	1,832,162	1,626,711			100,855	100,855

Expenditures by Object Type- Q2 FY2018

January 1, 2018

Object Type	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
Total 038 EQUIPMENT REPLACEMENT CIP	2,851,605	2,876,987	1,421,831	366,624	1,329,555	962,931
051 WATER FUND						
01 PERSONNEL SERVICES	2,305,294	2,515,881	2,687,654	1,389,664	3,024,995	1,635,331
02 MATERIALS, SUPPLIES AND SERVICES	197,443	254,900	296,663	96,535	294,927	198,392
03 UTILITIES	955,923	975,108	977,391	339,591	1,301,199	961,608
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	617,246	935,079	952,883	359,509	1,132,440	772,931
05 PARTS/MAINTENANCE SUPPLIES	602,799	645,810	752,213	462,809	849,980	387,171
06 SPECIAL SERV CONTRACT/MISC CHARGES	22,459	32,842	46,602	31,514	42,000	10,486
07 CAPITAL OUTLAY	6,047,589	6,919,868	8,282,947	5,914,138	16,690,980	10,776,842
08 DEBT SERVICE	4,510,478	4,503,481	4,501,047	73,047	4,516,154	4,443,107
09 INTERFUND TRANSFER	10,441,425	8,894,721	1,637,962	481,716	6,496,026	6,014,310
Total 051 WATER FUND	25,700,655	25,677,688	20,135,363	9,148,523	34,348,701	25,200,179
052 STORM WATER FUND						
01 PERSONNEL SERVICES			539,043	278,403	670,594	392,190
02 MATERIALS, SUPPLIES AND SERVICES			29,478	13,727	60,000	46,273
03 UTILITIES			18,799	507	27,100	26,593
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC			76,063	86,800	157,000	70,200
05 PARTS/MAINTENANCE SUPPLIES			31,840	8,478	51,300	42,822
06 SPECIAL SERV CONTRACT/MISC CHARGES				18		-18
07 CAPITAL OUTLAY			33,094		14,500	14,500
09 INTERFUND TRANSFER			75,000	37,506	314,383	276,877
Total 052 STORM WATER FUND			803,317	425,439	1,294,877	869,438
055 GOLF COURSE FUND						
01 PERSONNEL SERVICES	728,579	691,471	740,673	421,951	907,519	485,568
02 MATERIALS, SUPPLIES AND SERVICES	52,638	66,487	74,360	24,522	74,900	50,378
03 UTILITIES	46,996	53,740	57,782	14,622	58,387	43,765
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	71,478	72,094	70,504	26,382	93,942	67,560
05 PARTS/MAINTENANCE SUPPLIES	208,841	236,701	196,704	102,844	240,800	137,956
06 SPECIAL SERV CONTRACT/MISC CHARGES	25,400	26,020	27,288	23,172	30,500	7,328
07 CAPITAL OUTLAY	46,545	34,349	255,845	159,901	117,215	-42,686
08 DEBT SERVICE	36,080	27,060	8,094		32,377	32,377
09 INTERFUND TRANSFER	1,315,444	1,442,311	127,574	62,556	913,566	851,010

Expenditures by Object Type- Q2 FY2018

January 1, 2018

Object Type	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
Total 055 GOLF COURSE FUND	2,532,002	2,650,234	1,558,825	835,950	2,469,206	1,633,257
057 TRANSPORTATION & PARKING FUND						
01 PERSONNEL SERVICES	4,896,369	5,880,917	6,418,646	3,626,870	9,012,206	5,385,336
02 MATERIALS, SUPPLIES AND SERVICES	346,871	366,326	399,158	226,491	321,000	94,509
03 UTILITIES	131,885	135,146	153,819	90,430	171,744	81,314
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	769,977	875,308	974,144	283,230	1,087,738	804,508
05 PARTS/MAINTENANCE SUPPLIES	30,305	12,067	31,167	11,775	19,700	7,925
06 SPECIAL SERV CONTRACT/MISC CHARGES	72,297	78,358	81,263	24,776	40,000	15,224
07 CAPITAL OUTLAY	677,758	1,117,219	16,332,826	4,274,907	8,811,399	4,536,492
09 INTERFUND TRANSFER	22,661,534	21,920,167	2,754,182	1,469,532	2,972,115	1,502,583
Total 057 TRANSPORTATION & PARKING FUND	29,586,997	30,385,507	27,145,205	10,008,012	22,435,902	12,427,890
062 FLEET SERVICES FUND						
01 PERSONNEL SERVICES	800,303	891,897	977,316	481,315	964,546	483,231
02 MATERIALS, SUPPLIES AND SERVICES	70,130	74,426	78,954	20,913	77,100	56,187
03 UTILITIES	994,533	765,670	749,784	355,326	792,900	437,574
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	3,639	6,557	3,573	1,259	4,200	2,941
05 PARTS/MAINTENANCE SUPPLIES	668,413	724,894	689,314	255,191	713,420	458,229
07 CAPITAL OUTLAY	7,438	6,116	720		10,000	10,000
09 INTERFUND TRANSFER	1,145,417	1,123,856			1,070,570	1,070,570
Total 062 FLEET SERVICES FUND	3,689,874	3,593,417	2,499,661	1,114,004	3,632,736	2,518,732
064 SELF INSURANCE FUND						
02 MATERIALS, SUPPLIES AND SERVICES	38,560	31,433	36,341	16,233	50,500	34,267
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	700,711	218,015	449,027	93,359	536,000	442,641
06 SPECIAL SERV CONTRACT/MISC CHARGES	582,721	640,392	650,981	499,413	710,000	210,587
09 INTERFUND TRANSFER	607,450	968,274			47,827	47,827
Total 064 SELF INSURANCE FUND	1,929,442	1,858,115	1,136,348	609,005	1,344,327	735,322
070 SALES TAX REV BOND - DEBT SVS FUND						
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	429,374			74,561		-74,561
08 DEBT SERVICE	8,733,012	2,592,290	2,255,381	2,100	2,266,613	2,264,513
09 INTERFUND TRANSFER	18,597,136	6,558,375	462,696		2,362,332	2,362,332
Total 070 SALES TAX REV BOND - DEBT SVS FUND	27,759,521	9,150,665	2,718,077	76,661	4,628,945	4,552,284
071 DEBT SERVICE FUND						

Expenditures by Object Type- Q2 FY2018

January 1, 2018

Object Type	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
04 CONTRACT SVCS/CONSULTING/SOFTWARE LIC	74,606		155,239			
08 DEBT SERVICE	8,282,350	4,214,543	4,210,345	407,429	6,439,235	6,031,806
09 INTERFUND TRANSFER	1,003,018	574,778	27,708,333		678,567	678,567
Total 071 DEBT SERVICE FUND	9,359,974	4,789,321	32,073,917	407,429	7,117,802	6,710,373
TOTAL	206,683,419	174,057,232	176,599,962	45,547,744	191,276,118	145,728,373

Revenues by Revenue Type- Q2 FY2018

January 1, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
011 GENERAL FUND						
Property Taxes	9,268,604	11,108,571	10,733,553	1,270,699	11,490,035	10,219,336
Sales Tax	7,408,763	7,437,258	9,863,502	1,744,383	11,057,445	9,313,062
Franchise Tax	3,061,207	3,185,820	3,194,392	919,203	3,351,000	2,431,797
Licenses	412,605	456,599	341,390	339,737	504,000	164,264
Planning Building & Engineering Fees	2,578,017	1,873,987	2,023,651	1,866,909	2,400,000	533,091
Special Event Fees	36,865	133,288	100,320	20,875	133,200	112,325
Federal Revenue	44,557	64,321	37,713		33,000	33,000
State Revenue	66,218	66,806	81,180	5,245	103,000	97,755
County/SP District Revenue			50,000	17,000	2,000	-15,000
Cemetery Charges for Services	38,188	21,937	31,018	14,767	23,400	8,634
Recreation	1,913,310	1,982,640	1,948,698	776,182	2,090,000	1,313,818
Other Service Revenue	99,640	90,239	69,426	26,979	90,000	63,021
Library Fines & Fees	12,456	21,407	32,249	13,831	10,000	-3,831
Fines & Forfeitures	150					
Misc. Revenues	192,873	307,055	391,403	158,191	292,100	133,909
Interfund Transactions (Admin)	2,166,534	2,256,360	2,397,547	931,092	2,577,182	1,646,090
Special Revenues & Resources	42,048	42,428	60,384	71,569	71,200	-369
Beginning Balance	9,789,256	10,255,105	10,522,730		11,282,293	11,282,293
Total 011 GENERAL FUND	37,131,290	39,303,819	41,879,156	8,176,662	45,509,855	37,333,193
012 QUINNS RECREATION COMPLEX						
Recreation	13,815	2,826	5,330	1,743	4,500	2,757
Ice	757,271	749,880	818,339	340,663	750,000	409,337
Misc. Revenues	-24	1,131	-109	-241		241
Special Revenues & Resources			819			
Beginning Balance	-3,204,132	-3,497,044	-3,814,171		-4,247,324	-4,247,324
Total 012 QUINNS RECREATION COMPLEX	-2,433,071	-2,743,207	-2,989,793	342,165	-3,492,824	-3,834,989
021 POLICE SPECIAL REVENUE FUND						
State Revenue	1,000	2,310	1,350			
Beginning Balance	29,144	29,944	32,254			
Total 021 POLICE SPECIAL REVENUE FUND	30,144	32,254	33,604			
022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT						

Revenues by Revenue Type- Q2 FY2018

January 1, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
State Revenue		3,996	9,685			
Beginning Balance	17,258	17,257	16,386			
Total 022 CRIMINAL FORFEITURE RESTRICTED ACCOUNT	17,258	21,253	26,071			
023 LOWER PARK AVE RDA SPECIAL REVENUE FUND						
Property Taxes	2,298,631	2,399,605	2,279,414	87,552	2,413,792	2,326,240
Misc. Revenues	793	3,962	6,228			
Beginning Balance		133,527	254,047		251,553	251,553
Total 023 LOWER PARK AVE RDA SPECIAL REVENUE FUND	2,299,425	2,537,094	2,539,689	87,552	2,665,345	2,577,793
024 MAIN STREET RDA SPECIAL REVENUE FUND						
Property Taxes	1,266,718	1,259,760	1,234,273	56,850	1,242,000	1,185,150
Misc. Revenues	3,254	2,395	5,819			
Beginning Balance		59,638	260,447		265,447	265,447
Total 024 MAIN STREET RDA SPECIAL REVENUE FUND	1,269,972	1,321,793	1,500,539	56,850	1,507,447	1,450,597
031 CAPITAL IMPROVEMENT FUND						
Sales Tax	7,389,182	8,897,706	8,010,452	1,864,887	7,150,207	5,285,320
Planning Building & Engineering Fees	817,666	425,365	308,787	262,691	1,165,000	902,309
Federal Revenue	4,091	1,044	11,140	1,044		-1,044
State Revenue	2,385,239	285,873	520,721	64,101	360,000	295,899
County/SP District Revenue	100,000	50,000	637,316	1,500,000	50,000	-1,450,000
Misc. Revenues	1,713,671	509,139	2,837,006	804,156	230,000	-574,156
Interfund Transactions (CIP/Debt)	12,069,371	3,715,347	28,171,029			
Special Revenues & Resources	345,772	278,416	3,737,067	316,383	302,500	-13,883
Bond Proceeds					7,000,000	7,000,000
Beginning Balance	27,106,574	32,950,023	36,922,033		35,280,427	35,280,427
Total 031 CAPITAL IMPROVEMENT FUND	51,931,567	47,112,913	81,155,551	4,813,262	51,538,134	46,724,872
033 REDEVELOPMENT AGENCY-LOWER PRK						
Misc. Revenues	26,634	728,943	12,139	697	10,965,551	10,964,854
Interfund Transactions (CIP/Debt)	2,070,548	1,641,125	1,641,125	820,560	1,641,125	820,565
Beginning Balance	8,183,095	555,559	746,751		61,453	61,453
Total 033 REDEVELOPMENT AGENCY-LOWER PRK	10,280,277	2,925,627	2,400,015	821,257	12,668,129	11,846,872
034 REDEVELOPMENT AGENCY-MAIN ST						
Misc. Revenues	18,035	9,067	12,859			

Revenues by Revenue Type- Q2 FY2018

January 1, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
Interfund Transactions (CIP/Debt)	900,247	752,000	752,000	376,002	752,000	375,998
Beginning Balance	1,302,719	1,340,589	1,250,230		1,106,080	1,106,080
Total 034 REDEVELOPMENT AGENCY-MAIN ST	2,221,001	2,101,656	2,015,089	376,002	1,858,080	1,482,078
035 BUILDING AUTHORITY						
Misc. Revenues	2,359	3,187	4,752			
Beginning Balance	523,127	458,911	454,087		419,900	419,900
Total 035 BUILDING AUTHORITY	525,486	462,098	458,839		419,900	419,900
038 EQUIPMENT REPLACEMENT CIP						
Misc. Revenues	23,812	33,825	124,131	6,332		-6,332
Interfund Transactions (CIP/Debt)	925,000	1,011,000	1,023,700	536,850	1,073,700	536,850
Beginning Balance	1,902,793	1,832,162	1,626,711		255,855	255,855
Total 038 EQUIPMENT REPLACEMENT CIP	2,851,605	2,876,987	2,774,542	543,182	1,329,555	786,374
051 WATER FUND						
Planning Building & Engineering Fees	2,303,997	1,140,313	1,091,022	790,410	1,000,000	209,590
Federal Revenue	1,445,229	42,874				
Water Charges for Services	14,125,896	15,162,429	17,193,875	9,175,297	17,448,500	8,273,203
Misc. Revenues	508,095	422,545	480,329	152,146	178,023	25,877
Bond Proceeds					8,200,000	8,200,000
Beginning Balance	7,317,437	8,909,527	7,275,494		7,522,178	7,522,178
Total 051 WATER FUND	25,700,655	25,677,688	26,040,720	10,117,852	34,348,701	24,230,849
052 STORM WATER FUND						
Water Charges for Services			979,419	523,775	1,250,000	726,225
Misc. Revenues			331			
Special Revenues & Resources			8,249,613			
Beginning Balance					44,877	44,877
Total 052 STORM WATER FUND			9,229,363	523,775	1,294,877	771,102
055 GOLF COURSE FUND						
Recreation	1,426,520	1,411,819	1,418,870	1,009,720	1,519,596	509,876
Misc. Revenues	25,829	25,428	35,724	128	51,350	51,222
Interfund Transactions (CIP/Debt)	25,000	25,000	25,000	12,498	25,000	12,502
Beginning Balance	1,054,654	1,187,987	1,325,234		873,260	873,260
Total 055 GOLF COURSE FUND	2,532,002	2,650,234	2,804,828	1,022,346	2,469,206	1,446,860

Revenues by Revenue Type- Q2 FY2018

January 1, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
057 TRANSPORTATION & PARKING FUND						
Sales Tax	4,398,879	4,877,097	5,233,194	727,211	5,297,728	4,570,517
Licenses	1,040,014	1,032,191	764,407	922,372	908,666	-13,706
Planning Building & Engineering Fees			126,244			
Special Event Fees	320	2,125	2,848	1,596		-1,596
Federal Revenue	1,630,990	457,917	15,972,589		4,787,080	4,787,080
Transit Charges for Services	2,200,248	2,312,576	3,206,611	1,946,318	5,338,584	3,392,266
Fines & Forfeitures	970,338	1,080,705	1,077,415	393,704	1,469,200	1,075,496
Misc. Revenues	142,300	201,922	280,456	38,115	92,500	54,385
Special Revenues & Resources	408,972	315,322	362,886	172,280	1,100,000	927,720
Beginning Balance	18,794,937	20,105,652	19,381,363		3,442,144	3,442,144
Total 057 TRANSPORTATION & PARKING FUND	29,586,998	30,385,507	46,408,012	4,201,596	22,435,902	18,234,306
062 FLEET SERVICES FUND						
Interfund Transactions (Admin)	2,728,700	2,448,000	2,572,200	1,286,712	2,573,400	1,286,688
Beginning Balance	961,174	1,145,417	1,123,856		1,059,336	1,059,336
Total 062 FLEET SERVICES FUND	3,689,874	3,593,417	3,696,056	1,286,712	3,632,736	2,346,024
064 SELF INSURANCE FUND						
Misc. Revenues	258,000	258,000	275,000	137,502	275,000	137,498
Interfund Transactions (Admin)	463,227	992,665	686,997	442,782	885,556	442,774
Beginning Balance	1,208,215	607,450	968,274		183,771	183,771
Total 064 SELF INSURANCE FUND	1,929,442	1,858,115	1,930,271	580,284	1,344,327	764,043
070 SALES TAX REV BOND - DEBT SVS FUND						
Misc. Revenues	4,669	33,338	26,965	9,194		-9,194
Interfund Transactions (Admin)	168,616	164,089	160,058	79,914	159,826	79,912
Interfund Transactions (CIP/Debt)	1,428,429	2,425,473	2,091,955	1,048,896	2,097,787	1,048,891
Bond Proceeds	24,992,543			35,227,871		-35,227,871
Beginning Balance	1,165,265	6,527,765	2,843,028		2,371,332	2,371,332
Total 070 SALES TAX REV BOND - DEBT SVS FUND	27,759,521	9,150,665	5,122,006	36,365,874	4,628,945	-31,736,929
071 DEBT SERVICE FUND						
Property Taxes	5,321,592	3,723,453	4,220,158		6,432,184	6,432,184
Misc. Revenues	65,958	62,849	58,998	26,988	57,657	30,669
Bond Proceeds	3,539,845		27,863,698			

Revenues by Revenue Type- Q2 FY2018

January 1, 2018

	Actuals FY 2015	Actuals FY 2016	Actuals FY 2017	YTD Actual FY 2018	Annual Budget FY 2018	Remaining Budget FY 2018
Beginning Balance	432,580	1,003,018	574,778		627,961	627,961
Total 071 DEBT SERVICE FUND	9,359,975	4,789,320	32,717,633	26,988	7,117,802	7,090,814
TOTAL	206,683,419	174,057,233	259,742,190	69,342,358	191,276,117	121,933,759



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

Park City and Courchevel, France, have been aligned as Sister-City's since 1984. This longstanding relationship has spanned generations of Park City resort and municipal employees, community members and businesses owners, and students and faculty. This year, the Park City Sister-City Association planned a private exchange trip for community members for the end of January. As a result, the Mayor of Courchevel formally invited Mayor Beerman to join the exchange. Mayor Beerman and his wife, Thea, recently accepted the invitation, and plan to pay their own expenses. The private trip will now include some official activities and meetings with Courchevel elected officials, whereby Mayor Beerman will formally represent the Park City, City Council.

Respectfully:

Matt Dias, Asst City Manager



City Council Staff Communications Report

Subject: Courchevel & Park City, Sister-City 2018 Update
Author: Matthew Dias
Department: Executive
Date: January 23, 2018
Type of Item: Informational

Park City and Courchevel, France, have been aligned as Sister-City's since 1984. This longstanding relationship has spanned generations of Park City resort and municipal employees, community members and businesses owners, and students and faculty.

Over the past four years, the relationship was reinvigorated, as former Mayor Jack Thomas visited Courchevel with an official delegation in 2015, and the Mayor of Courchevel visited Park City in 2016. Additionally, four student exchange trips of both Park City and Courchevel students have taken place, boyoyed by the French immersion program in the Park City Schools and the efforts of the Sister-City Executive Director, Tina Quayle. As recently as July 2017, a group of Courchevel high school students visited Park City and were honored by City Council.

This year, for the first time ever, the Park City Sister-City Association is conducting a private exchange trip for community members interested in visiting and learning more about Courchevel and their ski resorts. Individuals participating in the exchange include Mayor Thomas and several employees from the PC School District, Deer Valley, and Park City Mountain Resort. All individuals are covering their own expenses, as the trip is private in nature.

At the same time, however, the Mayor of Courchevel, Philipe Mungneir, saw an opportunity to also introduce Mayor Beerman to the Courchevel community and quickly sent a formal invitation asking that our new Mayor join the exchange. Mayor Beerman and his wife recently accepted the invitation, and will also pay their own expenses. The trip will take place the last week in January.

Despite the private nature of the trip, there are now several official activities that Mayor Beerman and Mayor Thomas will participate in as representatives of greater Park City and representatives of the Park City, City Council. For example, the following official activies are planned:

- Courchevel community ceremony honoring the transitiion from Mayor Thomas to Mayor Beerman;
- Meeting with Courchevel's City and County Council members, including attending an official Courchevel City Meeting;
- Meeting with the Courchevel Sister-City Association's Board of Directors;

- Meeting with Courchevel School and Municipal representatives, including tours of municipal facilities and schools;
- Meeting with ski resort, lodging industry, and Chamber of Commerce representatives; and
- Media – Mayor Beerman and Thomas will be interviewed by Le Dauphine (local newspaper) and their version of our KPCW - RadioCourchevel

Though the trip remains private and individuals are paying their own expenses, staff anticipates some minor expenses as a result of the newly added official activities. These activities will require transportation to and from official meetings and interviews. In addition, the Park City Sister-City Association has requested that Mayor Beerman jointly host a small reception to thank the Courchevel elected officials, staff, community members, and board members of the Courchevel Sister-City Association for their hospitality and exchange of information.

Staff anticipates total expenses will not exceed \$3,000 for transportation and the reception. Historically, funds have been used from the City Council budget to support Sister-City related activities.



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

Council should consider approving a Professional Service Agreement (PSA) with Utah Open Lands (UOL) for work associated with the Bonanza Flat Resource Inventory, Baseline Documentation and Conservation Easement in the amount of Fifty One Thousand Three Hundred Dollars (\$51,300) in a form approved by the City Attorney.

Respectfully:

Heinrich Deters, Trails and Open Space Program Manager

City Council Staff Report



Subject: Bonanza Flat Professional Service Agreement- Utah Open Lands
Author: Heinrich Deters
Department: Sustainability
Date: January 23, 2018
Type of Item: Administrative

Summary Recommendation

Staff Recommends Council approve a Professional Service Agreement (PSA) with Utah Open Lands (UOL) for work associated with the Bonanza Flat Resource Inventory, Baseline Documentation and Conservation Easement in the amount of **Fifty One Thousand Three Hundred Dollars (\$51,300)** in a form approved by the City Attorney.

Executive Summary

Council should consider approving a Professional Service Agreement (PSA) with Utah Open Lands (UOL) for work associated with the Bonanza Flat Resource Inventory, Baseline Documentation and Conservation Easement in the amount of Fifty One Thousand Three Hundred Dollars (\$51,300) in a form approved by the City Attorney.

Acronyms

PSA	Professional Service Agreement
UOL	Utah Open Lands

Background

On June 15th, 2017 City Council selected Utah Open Lands to hold the proposed Conservation Easement on the 1350 acre Bonanza Flat property.

<u>Date</u>	<u>Item</u>
June 15, 2017	<u>Minutes-City Council Selection of UOL to hold Bonanza Flat Easement- Page 8</u>

Analysis

This Agreement covers current costs accrued by Utah Open Lands over the past as they continue to develop the Resource Inventory, Baseline Documentation, Management Plan and subsequent Conservation Easement. This Agreement does not account for future Stewardship costs. UOL is actively raising funds through grants and private fundraising so as to minimize costs to the City. Staff anticipates addressing Stewardship in the process leading up to recording the Conservation Easement.

Department Review

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

Funding Source

Funding for this Item will come from the Open Space Maintenance CIP.



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

Staff seeks authorization to secure professional services to assist in the location of undetected below ground leaks in the Upper Deer Valley Area. The City will pay \$56,600 for this service, with the option to conduct additional leak detection up to the contract maximum of \$109,600. This is the first of two contracts related to leak detection that staff anticipates bringing before Council.

Respectfully:

Jason Christensen, Water Resources Manager



City Council Staff Report

Subject: In-Pipe Leak Detection Contract Award
Author: Jason Christensen, Water Resources Manager
Department: Public Utilities
Date: January 23, 2018
Type of Item: Administrative

Summary Recommendation

Authorize the City Manager to enter into a contract, in a form approved by the City Attorney's office, with Sensus Inc. for in-pipe leak detection to be initially deployed in Upper Deer Valley with the option for additional areas in an amount not to exceed \$109,600.00.

Executive Summary

Staff seeks authorization to secure professional services to assist in the location of undetected below ground leaks in the Upper Deer Valley Area. The City will pay \$56,600 for this service, with the option to conduct additional leak detection up to the contract maximum of \$109,600. This is the first of two contracts related to leak detection that staff anticipates bringing before Council.

The Problem

All water systems lose water to underground leaks that often are invisible from the surface. Staff has identified the Upper Deer Valley Area having a higher than expected water loss, and are proposing this contract to determine the extent this is due to underground water leaks.

Background

- Water loss, the difference between water measured entering the system and water measured leaving the system, was identified in the City's [Water Conservation Plan](#) (pg. 35) as an area for additional efforts.
- Staff has also pursued this effort as part of our [Water & Energy Conservation Program](#). Reducing water loss reduces both our energy footprint and our water footprint.
- These actions also help inform an understanding of our current asset conditions, and our asset management plan.
- Accurate metering is an important component of reducing loss.
 - Staff launched a replacement program in 2014 for all customer meters, and has replaced almost all meters 3" and larger.
 - Staff is currently focused on 1.5" – 2" meters for replacement.
 - Staff completed an in-house study on our existing meters and found that in general single family residential meters (0.75"-1.5") are performing within American Water Works Association standards. Future replacement will be necessary, but we can focus on the 1.5" – 2" meters for now.

- Assessing physical leaks is another important component of reducing loss.
 - Staff has grouped the water system into zones to see if one part of town appears to lose more water than another.
 - When this is done the Upper Deer Valley District Metered Zone has repeatedly shown higher loss than other zones.
- Given that meters are generally accurate and that the Upper Deer Valley District Metered Zone shows high loss staff has sought a professional service provider to determine if there are non-surfacing underground leaks in the area.

Alternatives for City Council to Consider

- 1. Approve the Request:** This will deploy continuously monitoring sensors over the summer in Upper Deer Valley District Metered Zone to detect leaks, pressure surges, and pipeline stress. If successful, staff will evaluate assessing other areas.
Pros – A robust look at this area should identify if the higher loss is attributable to leaks or asset condition; and will provide an additional tool to reduce water loss.
Cons – This approach is not guaranteed to locate leaks but has a high likelihood of doing so.
- 2. Do Nothing:** This alternative would effectively prevent continuous monitoring for underground leaks in the Upper Deer Valley District Metered Zone, and eliminate consideration of this tool.
Pros – Funding would remain unspent.
Cons – Water would continue to be lost at a higher than average rate in Upper Deer Valley District Metered Zone. The production and energy cost of the lost water will continue.

Analysis

Approach

As discussed above managing water loss is important for water conservation, asset management and energy conservation, in addition to benefits to the natural environment. Staff will be presenting two contracts for Council consideration on this.

1. This contract which provides an in-depth leak detection attempt in the Upper Deer Valley Metered Zone.
2. A second contract, anticipated in March, which will provide a one-time system wide acoustic leak detection review of the system to detect leaks.

Staff believes it appropriate to focus continuous detection equipment on the Upper Deer Valley Metered Zone based on the higher loss.

For the rest of the system, acoustic leak detection will provide a good review of the condition of the system and should identify larger hidden leaks and inform future leak investigations.

While this is not a new technology, it will be the first time Park City Water has implemented such a system. If you are interested in learning more about how this

system works you may review [this brochure](#), you can also check out [this webpage and video from the Las Vegas Water District](#) for more information on leak detection.

Contract Stages

The total contract award is \$109,600. If approved, staff would spend \$56,600, but will only spend more, up to the total award, if the initial deployment is successful and justifies additional spending. The contract requires the service provider to conduct an approximately 6 month run in Upper Deer Valley. At the end of that period, staff will evaluate how effective that effort was. If there is value, staff will purchase the rented equipment and agree to additional service. If there is not sufficient value, staff will not.

Department Review

Public Utilities, Legal, and Executive.

Funding Source

Water user fees, specifically the Energy Capital Improvement Project fund.



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

With the 2018 Legislative Session almost underway, staff anticipates a fairly active year in terms of impacts to specific areas of local government and regulation, such as public safety, transportation, and local land use authority. Monitoring and watching the State's legislative activities require ongoing Council direction and participation from various members of Council and staff. Despite the unpredictable nature of future legislative actions, staff recommends Council review and, as necessary, amend the proposed "**2018 Legislative Platform**" policy guidelines.

Respectfully:

Matt Dias, Asst City Manager

City Council Staff Report



Subject: 2018 Legislative Update
Author: Matthew Dias
Department: Executive
Date: January 23, 2018
Type of Item: Informational & Legislative

Summary Recommendations:

Review and, as necessary, amend the proposed “2018 Legislative Platform” policy guidelines

Topic/Description:

Informational & Legislative

Background:

With the 2018 Legislative Session almost underway, staff anticipates a fairly active year in terms of impacts to specific areas of local government and regulation, such as public safety, transportation, and local land use authority. Monitoring and watching the State’s legislative activities require ongoing Council direction and participation from various members of Council and staff. Despite the unpredictable nature of future legislative actions, staff recommends Council review and, as necessary, amend the proposed “**2018 Legislative Platform**” policy guidelines.

Analysis:

Legislative Platform -

The Legislative Platform (“Platform”) was drafted in order to better define the City’s legislative strategies, and to provide a more solid foundation for staff-led advocacy efforts at the Federal, State, and local level. Staff has successfully used this Platform for several years in order to help identify legislative subject areas of general concerns, as well as to make recommendations to Council on specific legislation using overarching policy guidelines. In addition, in the event it is necessary for staff to respond to a legislative proposal and take a formal position prior to Council direction (between Council meetings), staff would only express positions that are generally in accordance with these guidelines, and then seek subsequent Council reaffirmation.

Policy Guidelines

Park City Municipal generally supports:

1. Legislation that leads to greater financial independence from Federal and State entities, and protects local resources from Federal, State, and other governmental controls;
2. Legislation maintaining maximum local flexibility in all areas of its day-to-day responsibilities, municipal operations, and local land use authority; and

3. Legislation that advocates fair and proportionate representation on regional/interlocal boards/commissions.

Park City Municipal generally opposes:

1. Legislation that makes the City more dependent on Federal, State, and other governmental agencies for policy direction;
2. Legislation that erodes the City's broad police power or interferes with the local decision making regarding public safety and land use; and
3. Legislation that imposes intrusive, unnecessary or unfunded mandates that preempts local authority.

Department Review:

Legal & Executive

PCMC Legislative Platform and Policy Guidelines

Park City Municipal generally supports:

1. Legislation that leads to greater financial independence from Federal and State entities, and protects local resources from Federal, State, and other governmental controls;
2. Legislation maintaining maximum local flexibility in all areas of its day-to-day responsibilities, municipal operations, and local land use authority; and
3. Legislation that advocates fair and proportionate representation on regional/interlocal boards/commissions.

Park City Municipal generally opposes:

1. Legislation that makes the City more dependent on Federal, State, and other governmental agencies for policy direction;
2. Legislation that is inconsistent with the general doctrine of home rule or interferes with the local exercise of powers over public safety and land use; and
3. Legislation that imposes intrusive, unnecessary or unfunded mandates that preempts local authority.



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

Planning staff and the applicant will provide an update and seek input on preliminary site suitability, height, mitigation, and access considerations for project alternatives. Additional plans and amendment terms will be provided under separate cover or at the meeting as they become available. The Planning Commission is invited to provide input to the Council directly. However, a majority of planning commissioners may not be available due to prior holiday travel plans. Staff will also present an updated review schedule for the project alternative.

Respectfully:

Michelle Kellogg, City Recorder



DATE: January 23, 2018

TO HONORABLE MAYOR AND COUNCIL

Executive Summary

Park City, in cooperation with Weber Basin Water, Mountain Regional Water, and US Bureau of Reclamation, receives a significant portion of its water supply from the Lost Canyon Importation System. This system includes a water diversion from Rockport Reservoir, high capacity pump station that pumps water from Rockport into the Snyderville Basin including into Park City. In order to optimize energy use and cost, the pump stations are provided electricity from Rocky Mountain Power's Transmission line which requires a substation to convert the power to the correct voltage. This staff report requests authorization to execute an agreement that outlines terms to replace the existing substation

Respectfully:

Holly Lopez, Executive Assistant

City Council Staff Report



Subject: Agreement Regarding Rocky Mountain Power – Coalville-Silver Creek 138kV Upgrade Transmission Line – Lost Canyon
Author: Clint McAfee, Public Utilities Director
Department: Public Utilities
Date: January 23, 2018
Type of Item: Administrative

Summary Recommendation

Authorize the City Manager to enter into an agreement, in a form approved by the City Attorney's office, with Mountain Regional Water Special Service District and Weber Basin Water Conservancy District for the replacement of the Lost Canyon Substation.

Executive Summary

Park City, in cooperation with Weber Basin Water, Mountain Regional Water, and US Bureau of Reclamation, receives a significant portion of its water supply from the Lost Canyon Importation System. This system includes a water diversion from Rockport Reservoir, high capacity pump station that pumps water from Rockport into the Snyderville Basin including into Park City. In order to optimize energy use and cost, the pump stations are provided electricity from Rocky Mountain Power's Transmission line which requires a substation to convert the power to the correct voltage. This staff report requests authorization to execute an agreement that outlines terms to replace the existing substation.

The Problem

Rocky Mountain Power is upgrading the existing 46kV power line that runs between the Coalville Substation and the Silver Creek Substation located in the Snyderville Basin area of Summit County to 138kV. This results in the need to replace the Lost Canyon Substation which provides power to the pumping facilities that pump water to Park City and Mountain Regional. Since the Substation is owned by Mountain Regional and operated for the benefit of Mountain Regional and Park City, Rocky Mountain Power is not responsible to replace or maintain the Substation.

Background

- Due to the need for additional water supply in the Snyderville Basin, the Lost Canyon Importation System was constructed in cooperation between Weber Basin Water Conservancy District, Mountain Regional Water Special Service District, US Bureau of Reclamation, and Park City.
- Infrastructure includes a water diversion from Rockport Reservoir and a high capacity pump station which pumps water to a holding pond in the Promontory Development. Mountain Regional pumps water from the pond into a water treatment plant which treats water for drinking water. A pipeline from the pond to

Park City's water treatment plant at Quinns Junction provides Park City gravity fed water from the project.

- Water from this project provides 30% of Park City's peak water supply.
- Weber Basin has financed a significant portion of the existing project. Mountain Regional and Park City reimburse Weber Basin through annual payments.
- Similarly, the substation replacement will be financed by Weber Basin and Mountain Regional and Park City will reimburse all of the cost of the Substation to Weber Basin per the proposed agreement. Rocky Mountain Power and Weber Basin are not contributing to the cost of the Substation replacement as the project benefits Park City and Mountain Regional only.

Alternatives for City Council to Consider

1. Approve the Request:

Pros – Continued reliable, efficient, and cost effective power supplied to the Lost Canyon Pump Station

Cons – Cost to replace substation

2. Do Nothing:

Pros – Cost to replace substation would not be incurred

Cons – Additional cost of electricity through Rocky Mountain Power's distribution system. Less reliable, efficient, and more expensive power supply to the Lost Canyon Pump Station

Analysis

The proposed agreement outlines terms for construction and repayment for the replacement of the Lost Canyon Substation. The repayment terms are summarized below.

Capital Costs	\$494,120.13	(Based on Costs Received From Mountain Regional on 12/13/17)
Interest Rate	4.6%	
Term	20 Years	(First Payment due by January 2019)
Annual Repayment	\$38,316.00	
Park City Annual Payment	\$19,158.00	50% of the Annual Repayment Amount
Mountain Regional Annual Payment	\$19,158.00	50% of the Annual Repayment Amount

Department Review

Public Utilities, Legal, and Executive.

Funding Source

Water user fees.

Attachment:

Transformer Replacement Agreement (Dec 2017)

**Agreement Between Mountain Regional Water Special Service District, Park City Water Service District
and Weber Basin Water Conservancy District Regarding
Rocky Mountain Power – Coalville-Silver Creek 138kV Upgrade Transmission Line – Lost Canyon
Substation**

This agreement (the “Agreement”) is entered into this ____ day of _____, 20__, by and between Mountain Regional Water Special Service District (**Mountain Regional**), a special service district organized and existing under the laws of the State of Utah, Park City Municipal Corporation, a municipal corporation organized under the laws of the State of Utah; and Park City Water Service District, a local district organized and existing pursuant to the provisions of §17A-2-1301 *et seq.*, Utah Code Annotated, 1953, as amended (Park City Municipal Corporation and Park City Water Service District hereinafter referred to as “**Park City Water**”); and Weber Basin Water Conservancy District, a water conservancy district organized and existing pursuant to the provisions of §17B-2a-1001 *et seq.*, Utah Code Annotated, 1953, as amended (“**Weber Basin**”). Weber Basin, Park City Water, and Mountain Regional are hereinafter sometimes referred to individually as a “Party” and collectively as the “Parties.”

WHEREAS, Rocky Mountain Power (“**RMP**”) operates and maintains what is known as the Coalville-Silver Creek 46kV transmission line which passes along the west side of Rockport Reservoir; and,

WHEREAS, a 5 megawatt substation (“**Lost Canyon Substation**”), was constructed in order to better conserve energy resources associated with the pumping of water from Rockport Reservoir into the Snyderville Basin, said substation takes power directly from RMP’s transmission lines; and,

WHEREAS, a transformer capable of reducing voltage to 46kV was installed during construction of the Lost Canyon Substation; and,

WHEREAS, Mountain Regional owns, operates, maintains and repairs the Lost Canyon Substation; and,

WHEREAS, in accordance with the terms and conditions stipulated in the Amendment to Contract between The United States of America, Weber Basin Water Conservancy District and Park City Water Service District, dated August 18, 2010, and Amendment to Contract between The United States of America, Weber Basin Water Conservancy District and Mountain Regional Water Special Service District, dated January 20, 2010, Mountain Regional and Park City Water are repaying Weber Basin for the capital costs incurred by Weber Basin during the construction of the Lost Canyon Project, as defined in the previously referenced agreements, by amortizing those original construction costs and including the repayment of those costs in the annual payments made by Mountain Regional to Weber Basin pursuant to its water sales agreements with Weber Basin; and,

WHEREAS, RMP desires to upgrade the existing 46kV power transmission line that runs between the Coalville Substation and the Silver Creek Substation located in the Snyderville Basin area of Summit County to 138kV. The proposed upgrade is designed to increase capacity and reliability for power customers in Summit County; and,

WHEREAS, the upgrades proposed by RMP will necessitate the replacement of the existing 46kV transformer in order to allow for the continued use of the Lost Canyon Substation with RMP’s upgrades.

WHEREFORE, the Parties agree as follows;

SECTION.1 REPLACEMENT OF THE EXISTING TRANSFORMER – LOST CANYON SUBSTATION

- A. Replacement of Existing 46kV transformer. Weber Basin has agreed to complete the upgrades to the Lost Canyon Substation. Upgrades shall consist solely of the replacement of the existing 46kV transformer with a new 138kV transformer (the “**Transformer Replacement**”).
- B. Transformer Replacement Installation. Mountain Regional will (i) administer the construction contract to effectuate the Transformer Replacement, and (ii) conduct the procurement of required materials and equipment necessary for the completion of the Transformer Replacement. Mountain Regional’s costs associated with the Transformer Replacement will be reimbursed from Weber Basin within 30 days of receipt of an invoice from Mountain Regional.
- C. Payments for Transformer Replacement. The “**Actual Costs**” (defined below) attributed to the Transformer Replacement shall be paid by Weber Basin, and allocated 50% to Mountain Regional and 50% to Park City Water. Mountain Regional and Park City Water agree to reimburse Weber Basin for the Actual Costs of the Transformer Replacement. Actual Costs shall be defined as the actual cost of replacing the existing transformer in the design, construction, installation, modification, testing, regulatory approval, and inspection of and site-preparation for the replacement. Such Actual Costs shall be amortized at a rate of 4.6% over 20 years beginning in 2019 (the “**Amortization Rate**”). The Actual Costs are estimated at \$494,120.13. The Actual Costs shall be paid, utilizing the Amortization Rate, as an increase to the annual payments made by both Mountain Regional and Park City Water to Weber Basin pursuant to their respective water sales agreements. See Exhibit A.
- D. Operation. Mountain Regional shall continue to own, operate, maintain, repair and replace all related infrastructure associated with the Lost Canyon Substation at its sole cost and expense.
- E. Continued Operation of Lost Canyon Substation During Replacement. All construction and actual activity performed by Weber Basin for the Transformer Replacement shall be pre-approved by Mountain Regional to ensure that Mountain Regional is at all times able to operate the Rockport Booster Pump Station and related infrastructure as needed to meet its customer demand and properly manage its water rights.

SECTION.2 MISCELLANEOUS PROVISIONS

- A. Binding Effect. The provisions of this Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.
- B. Assignment Limited. No assignment or transfer of this Agreement or any part thereof or interest therein shall be valid unless and until approved in writing by all Parties to this Agreement.
- C. Attorney’s Fees. In the event that this Agreement or any provision hereof shall be enforced by an attorney retained by a Party hereto, whether by suit or otherwise, the reasonable fees and costs of such attorney shall be paid by the Party who breaches or defaults hereunder, including fees and costs incurred upon appeal or in bankruptcy court.

- D. Severability. If any term or provision of this Agreement shall, to any extent, be determined by a court of competent jurisdiction to be void, voidable, or unenforceable, such void, voidable or unenforceable term or provision shall not affect the enforceability of any other term or provision of this Agreement.
- E. Captions. The section and paragraph headings contained in this Agreement are for the purposes of reference only and shall not limit, expand or otherwise affect the construction of any provision hereof.
- F. Construction. As used herein, all words in any gender shall be deemed to include the masculine, feminine, or neutral gender, all singular words shall include the plural, and all plural words shall include the singular, as the context may require.
- G. Further Action. The Parties hereby agree to execute and deliver such additional documents and to take further action as may become necessary or desirable to fully carry out the provisions and intent of this Agreement.
- H. Inducement. The making and execution of this Agreement has not been induced by any representation, statement, warranty or agreement other than those herein expressed.
- I. Force Majeure. Performance by any Party hereunder shall not be deemed to be in default where delays or defaults are due to war, insurrections, strikes, lock-outs, floods, earthquakes, fires, casualties, acts of God, epidemics, quarantine, restrictions, inability (when the responsible Party is faultless) to secure the necessary labor, materials, tools, acts or failure to act of any public or governmental agency or entity, or by any other reason not the fault of the Party delayed in performing work or doing acts required under the terms of this Agreement, and in such event, the performance of such work or the doing of such act shall be excused for the period of the delay and the period of performance for any such work or the doing of any such act shall be extended for a period equivalent to the period of such delay.
- J. No Third Party Beneficiaries. This Agreement shall not be deemed to create any right to any person who is not a Party (other than the permitted successors and assigns of a Party) and shall not be construed in any respect to be a contract, in whole or in part, for the benefit of any third party (other than permitted successor and assigns of a Party hereto).
- K. Warranty of Authority. The individuals executing this Agreement on behalf of the Parties hereby warrant that they have the requisite authority to execute this Agreement on behalf of the respective Parties and that the respective Parties have agreed to be and are bound hereby.
- L. Termination of Agreement. This Agreement may not be terminated without the written consent of all the Parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day of the year first above written.

ATTEST:

**WEBER BASIN WATER CONSERVANCY
DISTRICT**

Secretary

By: _____
Chairman, Board of Trustees

APPROVED AS TO FORM:

Weber Basin Attorney

ATTEST:

**MOUNTAIN REGIONAL WATER SPECIAL
SERVICE DISTRICT**

Mountain Regional Water Special Services
District Secretary

By: _____
Administrative Control Board Vice Chair

APPROVED AS TO FORM:

Mountain Regional Attorney

ATTEST:

PARK CITY WATER SERVICE DISTRICT

City Recorder

By: _____
President

APPROVED AS TO FORM:

Park City Water Attorney

EXHIBIT A

Capital Costs	\$494,120.13	(Based on Costs Received From Mountain Regional on 12/13/17)
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