TENTATIVE MASTER AGENDA

PARK CITY COUNCIL MEETING

SUMMIT COUNTY, UTAH

JANUARY 17, 2002

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will hold its regularly scheduled meeting at the Marsac Municipal Building City Council Chambers, 445 Marsac Avenue, Park City, Utah for the purposes and at the times as described below on Thursday, January 17, 2002.

AGENDA

Closed Session

3:00 p.m. Property acquisition and litigation

Work Session

4:00 p.m. Council questions/comments

4:30 p.m. Legislative and Olympic update

4:45 p.m. Review of regular meeting

Statutory and liaison appointments

Letter of intent - SBSRD

Lease of Senior Citizen Center

Other meeting questions/comments

5:15 p.m. Upper Park Avenue improvements

5:45 p.m. Break

Regular Meeting

6:00 p.m.

I ROLL CALL

II PUBLIC INPUT

III COMMUNICATIONS FROM COUNCIL AND STAFF

IV WORK SESSION NOTES AND MINUTES OF MEETING OF NOVEMBER 29, 2001

V CONSENT AGENDA PUBLIC HEARINGS

1. Ordinance approving a condominium conversion located at 17and 19 Daly Avenue, Park City, Utah

2. Master Festival License for Paralympics Celebration to be held at the Olympic Welcome Plaza on March 4, 2002 - National Ability Center and Park City Rotary Club

3. Amendments to Land Management Code - Phase 2: Comprehensive and substantive rewrite of Chapter 6, Zoning Administration and Enforcement; Chapter 8, Supplementary Regulations; Chapter 10, Master Planned Developments; Chapter 11, Master Planned Moderate Income Housing Developments; and Chapter 14, Child Care Regulations; additional provisions; to Chapter 1, General Provisions; and Chapter 15, Definitions **(motion to continue to a date uncertain)**

VI CONSENT AGENDA

1. Ordinance approving a condominium conversion located at 17 and 19 Daly Avenue, Park City, Utah

2. Master Festival License for Paralympics Celebration to be held at the Olympic Welcome Plaza on March 4, 2002 - National Ability Center and Park City Rotary Club

3. Resolution establishing a regular meeting date, time, and location for meetings of the City Council of Park City, Utah for 2002

4. Lease with Canaid International (Italian Skiing Federation) for the Park City Senior Center during the 2002 Olympic Winter Games in a form approved by the City Attorney

VII RESIGNATIONS AND APPOINTMENTS

1. Appointment of Mayor Pro Tem and Alternate Mayor Pro Tem

2. Appointments of two members and an alternate to the Employee Transfer and Discharge Appeals Board

VIII NEW BUSINESS

Letter of intent with the Snyderville Basin Special Recreation District for joint development of an ice facility

IX ADJOURNMENT

A Redevelopment Agency, Municipal Building Authority, and Water Service District meeting will be held to establish annual meeting dates

PARK CITY REDEVELOPMENT AGENCY

SUMMIT COUNTY, UTAH

JANUARY 17, 2002

PUBLIC NOTICE IS HEREBY GIVEN that the Redevelopment Agency of Park City, Utah will hold a public meeting, at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes described below on Thursday, January 17, 2002 immediately following the adjournment of the City Council Meeting.

A G E N D A

I ROLL CALL

II PUBLIC INPUT

III MINUTES OF MEETING OF NOVEMBER 15, 2001

IV CONSENT AGENDA

Resolution establishing a regular meeting date, time, and location for 2002 meetings and appointing officers of the Board of Directors of the Redevelopment Agency of Park City, Utah

V ADJOURNMENT

PARK CITY MUNICIPAL BUILDING AUTHORITY

SUMMIT COUNTY, UTAH

JANUARY 17, 2002

PUBLIC NOTICE IS HEREBY GIVEN that the Municipal Building Authority of Park City, Utah will hold a public meeting, at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes described below on Thursday, January 17, 2002 immediately following the adjournment of the Redevelopment Agency Meeting.

A G E N D A

I ROLL CALL

II PUBLIC INPUT

III MINUTES OF MEETING OF JUNE 21, 2001

IV CONSENT AGENDA

Resolution establishing a regular meeting date, time, and location for 2002 meetings and appointing officers of the Board of Directors of the Municipal Building Authority

V ADJOURNMENT

PARK CITY WATER SERVICE DISTRICT
SUMMIT COUNTY, UTAH
JANUARY 17, 2002

PUBLIC NOTICE IS HEREBY GIVEN that the Park City Water Service District of Park City, Utah will hold a public meeting, at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah for the purposes described below on Thursday, January 17, 2002 immediately following the adjournment of the Municipal Building Authority.

A G E N D A

I ROLL CALL

II PUBLIC INPUT

III MINUTES OF MEETING OF JANUARY 11, 2001

IV CONSENT AGENDA

Resolution establishing a regular meeting date, time, and location for 2002 meetings and appointing officers of the Administrative Control Board of the Park City Water Service District

V ADJOURNMENT

Posted: 01/14/02

See parkcity2002.org

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

PARK CITY COUNCIL TENTATIVE MEETING SCHEDULE

January 2002

24 **No meeting**

31 **No meeting**

February 2002

8-24 Olympic Winter Games

March 2002

7 Continuation of hearing - Amendments to Land Management Code - Phase 2: Comprehensive and substantive rewrite of Chapter 6, Zoning Administration and Enforcement; Chapter 8, Supplementary Regulations; Chapter 10, Master Planned Developments; Chapter 11, Master Planned Moderate Income Housing Developments; and Chapter 14, Child Care Regulations; additional provisions; to Chapter 1, General Provisions; and Chapter 15, Definitions

Acceptance of City Council disclosure statements

Envision Utah

14 Gleaneagles appeal

21

28

Mine Road truck traffic

CIP review

Parks and Rec Board appointments

DATE: January 17, 2002

DEPARTMENT: City Manager's Office

AUTHOR: Toby Ross

TITLE: Olympic Status Report

TYPE OF ITEM: Informational

SUMMARY RECOMMENDATION:

This is the final formal update in a series of status reports to the City Council on the Olympics. No action is required.

1. Topic Provide an overview of the current status of Olympic planning, organization and schedule.

DESCRIPTION

B. **Background** On August 16, the Council approved the MFL for Olympic activities including the Main Street Celebration and a City Services Agreement between SLOC) and Park City. Since then, staff has negotiated a Transit Agreement, created a broad range of administrative procedures, installed power facilities, developed a staffing plan revised security arrangement, finalized leases and commenced implementation. This report reviews the status of Olympic preparations.

C. **Analysis** This report will review the administrative organization; staffing; the Olympic schedule; the Olympic Budget; the Main Street Celebration; and Hospitality. I does not recount information previously presented to the City Council. The Council should raise questions on any Olympic topic.

1. **Organization:** The general administration of municipal functions during the Olympic Winter Games is organized around five specific responsibilities.

   B. Day Officer (3 shifts/day...mostly department heads)
   C. Executive Administration
   D. Service Agreement Administration
   E. Public Information Officer
   F. Utility Problem Solver

2. **Staffing:** Virtually all employees have Olympic assignments. Police, Public Works and Parks employees do basically what they usually do for special events only on different

schedules and with different intensity. Most other employees and about 200 volunteers work at least part time in one or more of the following job categories.

A. Day Officer
B. Problem Solver
C. Ground Crew Supervisor
D. Code Enforcement
E. Traffic Management
F. Call Center
G. Main Street Logistics
H. Transportation Supervisor
I. Access Pass Office
J. Hospitality

4. **Schedule:** While the Olympics last only 17 days, the City will be intensively involved with the Olympics between now and February 26th.

   A. First City Council meeting 1-17-02
   B. Staff and volunteer training 1-20-02 through 2-1-02
   B. Main Street Closed 2-6-02
   C. Reduced Office hours 2-6-02
   D. Torch Run/concert 2-7-02
   E. Olympics/Main Street Celebration begin 2-8
   F. Olympics/Main Street Celebration conclude 2-24

5. **Budget:** Total Olympic Budget is about $4.3 million. This figure does not include transportation, security or SLOC's contribution to the Main Street Celebration. This figure represents a reduction of about $1.2 million. This change results reduced expenditures and "value in kind" adjustments. About 90 percent of the revenues have been contracted or collected by the City. The remaining 10 percent in uncommitted contracts or uncollected revenue will be secured with a contract or a corresponding budget expenditure reduction to balance the budget. The Celebrations budget has been reduced about $890,000 to $991,000 exclusive of SLOC's contribution to the Main Street Celebration. The budget includes contingencies of about $450,000. available as contingency for the Game

6. **Main Street Celebration:** The Main Street Celebration will take place from 2-7-02 through 2-24-02 from 10 am to 10 pm. The Celebration will include three video boards ; entertainment; food; and atmosphere.

7. **Hospitality:** The City will host a hospitality venue in the Council Chambers from 2-7-02 through 2-23-02 (24th for employees) from 3 pm to 10 pm . The hospitality center will offer light refreshments, warmth, and recognition and will serve the Council as an opportunity for business entertaining**.**

SIGNIFICANT IMPACTS

The Olympics will require the City to spend more than $4 million and allocate most staff resources for about three weeks. Additional revenues generated by Games-related activities will offset most of the additional costs.

DATE: January 17, 2002
DEPARTMENT: Community Development
AUTHOR: Eric DeHaan, P.E., City Engineer
TITLE: Upper Park Avenue Reconstruction Project
TYPE OF ITEM: Informational

SUMMARY RECOMMENDATIONS: The City Council should review a proposal to provide details of cost estimates and the schedule for the Upper Park Avenue project. Council should provide Staff with direction after reviewing the issue of undergrounding existing overhead utilities on Upper Park Avenue.

DESCRIPTION:

A. Topic: Upper Park Avenue Reconstruction Project - should the project be delayed in order to pursue the possibility of undergrounding overhead utility lines?

B. Background: On August 9, 2001, the City Council approved a contract with Stantec Consulting, Inc., for the final design and engineering of the Park Avenue Reconstruction Project. That design is now largely complete. Before proceeding to bid the project, Staff wishes to confirm the schedule with the Council.

In August and September, the Upper Park Avenue Property Association (UPAPA), represented by Mike Guetschow, requested that the project be delayed. UPAPA feels that overhead utilities should be placed underground as part of the project. UPAPA feels that costs for this undergrounding have been grossly overstated in the past.

The question has also been raised whether RDA funds were used to "relocate" power lines from Main Street to Park Avenue. The power grid in Park City is operated by Utah Power, which makes independent decisions. Utah Power contributed $44,711 in 1984 and 1985 toward the City's reconstruction of Main Street. Since then, Utah Power has served most Main Street buildings from Park Avenue and especially Swede Alley. No RDA funds have been used to move power lines from Main Street to Park Avenue.

For many years Park Avenue has been the location of overhead power lines as well as telephone lines and cable TV lines. The overhead lines service buildings along both Park Avenue and Main Street. Existing overhead power along Park Avenue consists of a 12.5 kilovolt (kV) line (the "transmission" line) and various poles and pole-mounted transformers as well as primary lines, secondary lines, and service drops to buildings along Park Avenue. **All of these facilities are owned by franchised utility companies, not by Park City.**

Attached to this report is a letter from Stantec dated December 7, 2001, which discusses the cost estimates for undergrounding included in the planning phase report for the project from March of 2001. A copy of that estimate is also attached. The December 7th Stantec letter states "... we are confident the ranges of costs presented in the [March] report represent an appropriate planning level estimate of costs for the "project"."

The Council asked for a proposal for more detailed cost estimates from Stantec, in the hope that this information would be helpful in the long run when other Old Town streets or the entire Old Town district could be part of an undergrounding project. A $48,500.00 proposal from Stantec for a more detailed scope of work involving timing, costs, and funding sources is attached. Please note that the new proposal only creates new cost estimates; actual contracts for construction would still need to be created with Utah Power, AT&T Broadband, and Qwest, and actual costs could change at that time.

The Council is requested to determine whether or not to contract for these additional services. An additional undergrounding scenario is to remove the understructure (all lines running parallel to Park Avenue other than the four uppermost lines) and the overhead service drops to the buildings (crossing Park Avenue). This would leave the poles in place as well as the the four uppermost power lines which constitute the transmission line. This option may reduce the cost of undergrounding by 20% to 30% as a preliminary estimate.

C. Analysis: In accordance with the prior direction of City Council, the Staff and its consultant are ready to bid the Upper Park Avenue Reconstruction project in February. This will give the City adequate time to process the necessary paperwork, including bonds and insurance, to facilitate an April commencement of work and therefore a November completion of work. The design includes large quantities of conduits under the street (both crosswise and lengthwise) to facilitate future undergrounding. The $1.9 million construction cost for the project as described (not including actual undergrounding) is budgeted in our CIP accounts 31-44031 and 51-45085. Sidewalk is included on one side of the street in significant portions of the street. No additional action is required of the Council to bid the project, but Staff wishes to confirm this schedule.

In the event the Council directs Staff to hire Stantec to obtain the additional information about undergrounding utilities, it would be impossible to revise the design based on that information and still complete the project in 2002. Please note that the franchised utility companies are generally hostile to undergrounding and are under no known legal obligation to cooperate in any way, except for cable television which must allow Park City to underground if we pay the costs.

The Staff has analyzed the possibility of any economy of scale that may be achieved by including the actual undergrounding of utilities as part of the planned street improvement project. The economy of scale lies in the installation of the conduits while other trenches are contracted. The individual contracts with utility suppliers and their subcontractors would be for work totally different from utilities such as sewer and water. Staff believes that not only would there not be any cost savings in completing the utility undergrounding at the same time as the road project, it is likely that the general contractor would inflate his bid if actual undergrounding were part of the contract because of the necessity of parking and traffic coordination with each separate utility provider and their subcontractors.
If the Council determined today to underground the utilities, Staff would still recommend a phased project.

D. Department Review: This report has been reviewed by the Executive Department and Community Development. A copy was sent to Mr. Guetschow with UPAPA on January 8, 2002. The Staff met with UPAPA representatives on January 11, 2002.

ALTERNATIVES:

The Council could choose from among five alternatives. Four may involve budget revisions.

1. Authorize Staff to negotiate a contract with Stantec for the engineering study further defining the costs and method of payment of undergrounding the overhead utilities on Park Avenue. The contract amount could be as high as $48,500.00 if all components of the study are included. The contract would be brought back to Council after the Olympics for formal approval.

2. Continue with the project as scheduled and designed, with no undergrounding, but with conduits for future undergrounding. This will keep the project on schedule for 2002 construction. This is Staff's recommendation.

3. Postpone the project and direct Staff to negotiate directly with utility companies for the undergrounding of overhead utilities, recognizing that there is not enough money in the budget to undertake the expanded project. No new Stantec contract would be processed this year.

4. Postpone the project and direct Staff to reprioritize the Capital Improvement Project budget including a new project for undergrounding all or a portion (namely the **non**-transmission lines) of the overhead utilities for Park Avenue. If the Council authorizes this option, the Stantec contract for the additional research into undergrounding should be pursued so we have accurate cost estimates. As with Alternative #1, the Stantec contract would be brought back to Council after the Olympics for formal approval.

5. Staff could return as part of the budget process in May, 2002 with a strategy on ways to implement an Old Town Utility Underground Program. Criteria could include whether or not the street already had conduit and whether the residents were contributing to the cost. Under these two criteria, Upper Park and Woodside could be among the first to have their utilities placed underground if such a program was implemented. Estimates for such a comprehensive program could be as much as $10 million.

6. As of January 11th it is Staff's understanding that UPAPA will independently submit another alternative for the Council's consideration. Staff anticipates that a letter from UPAPA will be received in time to distribute to Council either with this report or under separate cover.

SIGNIFICANT IMPACTS:

Significant staff resources and CIP money (for Stantec's existing design contract) have already been spent. These expenditures would be in large part jeopardized by each of the alternatives except #2 because the actual Upper Park construction would be postponed beyond 2002, necessitating updating of the plans at a future date. Alternative #1 involves hiring Stantec using unbudgeted money presumably from the Upper Park CIP funds, so the project would need to have additional funding provided. Alternative #3 anticipates assigning staff to accomplish the work as time allows given other Staff assignments. Alternative #4 would also need additional funding for the larger-scale project. Normally the CIP would be reprioritized in the spring of 2003 as part of the two-year budget cycle, so the completion of the Upper Park Avenue project could be delayed by two or more construction seasons if the Council selects Alternatives #1, #3, or #4. The Council should clearly direct Staff as to where additional money and staff resources should be found if Council intends to contemplate funding any portion of the utility undergrounding. Alternative #5 can be selected by itself or in combination with any other alternative. Staff has not had a chance to thoroughly review UPAPA's alternative(s) but wishes to emphasize that 2002 construction completion will be jeopardized if the project is not bid out soon.

The Snyderville Basin Water Reclamation District and Questar Gas are anticipating expending funds in 2002 for their share of the street project. Any postponement of the project will necessitate coordinating a new schedule and scope with these sister utility providers. Park City could, therefore, be exposed to additional costs and delays not currently included in the budget.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: This report is for informational purposes.

RECOMMENDATION: The City Council should review a proposal to provide detailed cost estimates and the schedule for the Upper Park Avenue project. Council should provide Staff with direction after reviewing the issue of undergrounding existing overhead utilities on Upper Park Avenue.

If Council takes no action or selects Alternative #2, Staff will return at a meeting in March with a construction contract for 2002 completion. Any other direction from Council will postpone the project and trigger Capital Improvement Budget revisions, which has an impact on the expenditure of staff time.

PARK CITY WORK SESSION NOTES
SUMMIT COUNTY, UTAH
NOVEMBER 29, 2001

Present: **Mayor Brad Olch; Council members Peg Bodell; Candace Erickson; Roger Harlan, Fred Jones, and Jeff Mann**

Toby Ross, City Manager; Mark Harrington, City Attorney; Tom Bakaly, Assistant City Manager; Myles Rademan, Public Affairs Director

1. Council questions/comments. Myles Rademan reported on an Olympic legacy to be supported with a portion of proceeds from the Olympic cauldron project. One concept is creating a large cauldron as public art but direction from Council is needed in order to install it by the Games. Its intended location at Olympic Plaza was discussed. Ms. Bodell discussed the design of the plaza and felt that the piece works well on the site and commissioning it is a good solution for our time frame. The Mayor agreed, especially if the $19,000 budget is met. Candace Erickson commented that she would love to see the cauldron on Main Street because more people might enjoy it, but it may draw more people to the Olympic Plaza. The consensus was to move ahead.

Peg Bodell learned at the Chamber Board meeting that the lodging numbers have picked up; the publicity on the snow storms has been helpful. The Parks and Recreation Board is working on the memorandum of understanding with the Snyderville Basing Special Recreation District. Candace Erickson reported that the ULCT policy committee is reviewing the requirement for cities to adopt a municipal plan for moderate income housing. There is a ten day sales tax waiver proposed by the federal government and the potential of taxing entities losing $6.5 billion dollars nationally is of great concern. Fred Jones asked that with the hiatus of commission and board meetings to provide more time to prepare for the Olympics, if progress on the Flagstaff project will be halted. Toby Ross explained that there are some processes that can proceed like plan checks on utilities and engineering plans. This is not normally done until there is a plat approval. The Planning Commission also identified a sub-committee to work with UPCM on its phasing plan and limited marketing of Flagstaff. Ms. Bodell brought up concerns about conducting the public's normal business and the City Manager explained that an expanded administrative approval process has been implemented to accommodate routine applications. Staff is being allocated to Olympic preparations to minimize expenditures, and the level of service may be diminished in preparation of the Games. Hiring additional staff creates a dramatic expense. Mr. Ross continued that the development community was put on notice of commissions' schedules and there are not many projects held up. The Building Department's services will continue for construction, renovations, etc. and there will be limited office hours during the Olympics in the Building and Planning Departments. Preliminary reviews of projects will not be scheduled until after March and the City Manager will report back to the City Council.

Fred Jones stated that he attended a weekly meeting with CTAC, a citizen group working on the budget review and presentation and an Interagency Task Force meeting. Regional cooperation was the focus this session and next week recreation needs, specifically an ice facility, and Wasatch County's level of interest will be considered. This may be an opportune time to comprehensively review facilities, including the golf course and the Racquet Club, especially in light of the failure of the Racquet Club bond. The Parks and Recreation Board should be involved. Roger Harlan reported that he attended the School Board meeting and added that all youth sport registrations will be handled by the Snyderville Basin Special Recreation District. He emphasized the importance of all skaters to wear helmets at the skate park. In light of the last serious head injury there, he strongly felt that helmets should be mandatory and urged the new Council to consider enforcing this measure.

2. Review of regular meeting.

Gold Cup MFL and fee waiver. There was discussion about defining the amount of the fee waiver in consideration of the possibility of needing more security services. Ms. Erickson pointed out that this could be considered a one-time waiver consistent with Council's grant policy. Jeff Mann disclosed that he is involved in volunteer projects for the Ski Team, but will discuss and vote on this matter. Peg Bodell felt it important to recover building inspection costs.

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
NOVEMBER 29, 2001

I ROLL CALL

Mayor Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 29, 2001. Members in attendance were Brad Olch, Peg Bodell, Candace Erickson, Roger Harlan, Fred Jones, and Jeff Mann. Staff present were Toby Ross, City Manager; Mark Harrington, City Attorney; Rick Lewis, Community Development Director; Kirsten Whetstone, Planner; Pat Putt, Planning and Zoning Administrator; and Tom Bakaly, Assistant City Manager.

II PUBLIC INPUT

The Mayor welcomed a group of high school students observing the meeting.

III COMMUNICATIONS FROM COUNCIL AND STAFF

1. Introduction of Laurie Reese, Mrs. Park City International - Mrs. Reese explained that she graduated from Park City High School and moved here when she was five years old. Now 20 years old, she is married and has a new born. Mrs. Reese continued that her platform for the pageant is addressing school violence which she feels is very important and presented statistics and other information on the subject. It was explained that if Mrs. Reese wins Mrs. Utah International, she will compete for the title of Mrs. International held in Nashville, Tennessee. The Mayor thanked her, wished her well, and presented her with a poster and Olympic pin.

2. Trail lighting project - Ms. Bodell thanked staff for completing the project.

3. Flagstaff Mountain - Pat Putt reported that the Planning Commission appointed a task force to formulate a phasing plan.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF NOVEMBER 8, 2001 AND SPECIAL MEETING MINUTES OF NOVEMBER 13, 2001

It was disclosed that Brad Olch, Roger Harlan and Fred Jones were absent and will be abstaining. Jeff Mann, "I move approval". Candy Erickson seconded. Motion carried.

Peg Bodell	Aye
Candace Erickson	Aye
Roger Harlan	Absention
Fred Jones	Abstention
Jeff Mann	Aye

V PUBLIC HEARINGS

1. Amendment to Land Management Code, Chapter 4, Historic District Commission **(motion to continue to January 17, 2001)** - The Mayor requested a motion to continue. Roger Harlan, "I so move". Fred Jones seconded. Motion carried.

2. Resolution amending Section 7, parking violations, towing and impound fees to provide for special event parking permits and associated fines and replacing Resolution No. 14-01 in its entirety - See staff report. Peg Bodell emphasized that enforcement is critical. The Mayor invited the public and the City Council for further comment or questions. Hearing none, the public hearing was closed.

3. Master Festival License for Gold Cup event to be held on December 29 and 31, 2001at Park City Mountain Resort and Deer Valley Resort and request for fee waiver - See staff report and work session notes. The Mayor invited the City Council and public to comment. Hearing none, the public hearing was closed.

4. Resolution adopting the parks and recreation element of the General Plan - Rick Lewis explained that this element has been reviewed by the Parks, Recreation and Beautification Board and the Planning Commission on three occasions and comes to Council with a positive recommendation. He recognized comments from Council rendered during the week, and requested that these amendments be made before Council adopts a resolution. The Mayor invited the audience and Council for comments. Hearing none, the public hearing was closed.

5. Amendments to Land Management Code - Phase 2: Comprehensive and substantive rewrite of Chapter 6, Zoning Administration and Enforcement; Chapter 8, Supplementary Regulations; Chapter 10, Master Planned Developments; Chapter 11, Master Planned Moderate Income Housing Developments; and Chapter 14, Child Care Regulations; additional provisions; to Chapter 1, General Provisions; and Chapter 15, Definitions - Planner Kirsten Whetstone explained that Chapter 8, Supplementary Regulations, includes telecommunications, child care, temporary structures, etc. Master planned developments and MPDs for affordable housing have been combined into a new Chapter 6. She relayed that the Planning Commission is not supportive of the two column text format as it feels it is not user friendly and staff is formulating a simpler format for hand-outs. Temporary structures, tents and uses have been clarified and all of the sections describing the lot and site requirements, which is included in individual zoning sections. A chapter on group care facilities has been added, the home occupation section has been updated; there is revised criteria for guest houses, and the allowable size of accessory apartments has been increased to 1,000 square feet. Time share requirements have been eliminated from the Code.

Pat Putt added that the Master Planned Development section applies to the review of more complex projects and the Planning Commission spent a lot of time to make sure that it is crafted to provide appropriate tools to analyze these applications. Chapter 10 has also been updated so that it is consistent with changes in state code and our General Plan. Affordable housing incentives are also included here. There is a citizen participation plan requirement for introducing MPDs which was informally used for Flagstaff Mountain and more recently for an affordable housing project. This type of process has been an expressed need by the public and will provide an opportunity for various interests to respond to a plan before an application is submitted. When the Planning Commission reviews an application, there usually is already a lot of time and money invested in the plan which results in the applicant wanting that plan approved. This is not a public hearing but a public forum that allows preliminary input and staff feels this will be a very positive change to the LMC. The citizen participation requirement provides that the Planning Commission make a finding that the proposal is consistent with the General Plan. If not, the General Plan would have to be amended or the plan would have to be modified to comply. He emphasized that a finding made stating compliance with the General Plan is not an approval of a master planned development, which is judged on other criteria. The unit equivalent formula and support uses have been clarified. The open space requirement for affordable housing has been reduced from 50% to 40% as an incentive to bring more projects forward. Certain zoning districts can qualify for density bonuses, open space reductions including the historic residential zoned parcels that are not part of the Park City Survey, the RD, RDM, GC and LI. Mountainlands Community Housing Trust questioned the exclusion of the RC zone and Mr. Putt believes this was an oversight and that it makes sense to include this zone to promote affordable housing. Ms. Whetstone added that child care regulations have been revised for consistency with state provisions.

She continued that a number of public hearing were held before the Planning Commission in June, September and November at which time a positive recommendation was rendered to Council. The Mayor asked if the reduction in open space will realistically promote more affordable housing. Mr. Putt suggested coming back to Council with the information regarding the Commission's rationale and Ms. Whetstone explained that the reduction was contingent on the applicant providing additional amenities, like a bus stop or playground.

The Mayor invited the audience and the Council to comment. Hearing no further input, the public hearing was closed.

VI NEW BUSINESS

1. Resolution amending Section 7, parking violations, towing and impound fees to provide for special event parking permits and associated fines and replacing Resolution No. 14-01 in its entirety - See staff report and public hearing. The Mayor requested a motion to approve. Roger Harlan, "I so move". Candace Erickson seconded. Mr. Harlan interjected that he agreed with Ms. Bodell's comments on the importance of enforcement. Motion unanimously carried.

2. Resolution expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of a General Obligation Bond to be issued by the City - There was discussion about reimbursement resolutions being valid up to 18 months. The City Manager expressed that approval does not commit the Council to a bond issue. Peg Bodell, "I move approval". Fred Jones seconded. Motion carried unanimously.

3. Master Festival License for Gold Cup event to be held on December 29 and 31, 2001at Park City Mountain Resort and Deer Valley Resort and request for fee waiver - See staff report, work session notes and public hearing. Ms. Bodell stated that she feels there are options available in the community for funding other than the City and is not in favor of the fee waiver. Brad Olch, "I move that we approve the fee waiver for the Gold Cup Events on the 29th and 31st of December". Roger Harlan seconded. The Mayor stated that this is a one-time event, this is a good test event for the Olympics and is appropriate to support. Mr. Harlan asked if the City Council is capping the waiver at $1,685. Jeff Mann suggested that the motion be amended to cap the fee waiver at $2,000 and the Mayor agreed to the amended motion as did Mr. Harlan. Ms. Erickson reiterated that the US Ski and Snowboard Team is a non-profit and this is a one-time event. Motion carried.

Peg Bodell	Nay
Candace Erickson	Aye
Roger Harlan	Aye

Fred Jones	Aye
Jeff Mann	Aye

4. Resolution authorizing the Mayor to execute a road transfer agreement between Park City and the Utah Department of Transportation - Tom Bakaly referred to the staff report. About a year and a half ago, the Council approved a resolution relating to SR224, which was revised by the Utah Department of Transportation Commission, and the City did not execute that transfer agreement. He recommended that the resolution be adopted to transfer a portion of SR224, from The Yarrow to Guardsman Pass, from UDOT to the City. There is provision in UDOT sharing in the cost of repairing the retaining wall on Deer Valley Drive up to an amount of $500,000 and a clause for purchasing a snow plow. The Commission is scheduled to adopt this resolution on December 14 and he recommended that the transfer agreement be executed after this action. The Mayor requested a motion to approve. Roger Harlan, "I so move". Fred Jones seconded. Motion carried unanimously.

VII ADJOURNMENT

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

* * * * * * * *

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 4 p.m. Members in attendance were Mayor Brad Olch, Peg Bodell, Candace Erickson, Roger Harlan, Fred Jones, and Jeff Mann. Staff present were Toby Ross, City Manager; Mark Harrington, City Attorney; and Tom Bakaly, Assistant City Manager. Fred Jones, "I move to close the meeting to discuss property acquisition". Peg Bodell seconded. Motion carried unanimously.

The meeting opened at approximately 4:45 p.m.

* * * * * * * *

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

Prepared by Janet M. Scott

PARK CITY REDEVELOPMENT AGENCY

SUMMIT COUNTY, UTAH

NOVEMBER 15, 2001

I ROLL CALL

Chairman Brad Olch called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 14, 2001. Members in attendance were Brad Olch, Peg Bodell, Candace Erickson, Roger Harlan, Fred Jones, and Jeff Mann. Staff present were Toby Ross, Executive Director.

II PUBLIC INPUT

The Chairman invited the public to comment on any matter of RDA business. Hearing none, the public input session was closed.

III MINUTES OF MEETING OF JUNE 21, 2001

Hearing no corrections, he Chairman requested a motion to approve. Fred Jones, "I so move". Candace Erickson seconded. Motion carried unanimously.

IV CONSENT AGENDA

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

Consideration for adoption of a Resolution of the Board of Directors (the "Board") of the Redevelopment Agency of Park City, Utah (the "Agency") authorizing the issuance and sale of (1) the Agency's tax increment revenue refunding bonds, Series 2001A (the "Series 2001 bonds") in the aggregate principal amount of $800,000 pursuant to a

Series A indenture of trust, by and between the Agency and U.S. Bank National Association, as trustee and (2) the Agency's tax increment revenue and refunding bonds, Series 2001B (the "Series 2001B bonds") in the aggregate principal amount of $2,580,000 pursuant to a Series B indenture of trust, by and between the Agency and U.S. Bank National Association, as trustee; and related matters - The Mayor requested a motion to approve. Roger Harlan, "I so move". Fred Jones seconded. Motion carried unanimously.

V ADJOURNMENT

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

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

PARK CITY MUNICIPAL BUILDING AUTHORITY

SUMMIT COUNTY, UTAH

JUNE 21, 2001

I ROLL CALL

Vice Chairman Roger Harlan called the regular meeting of the City Council to order at approximately 7:35 p.m. at the Marsac Municipal Building on Thursday, June 21, 2001. Members in attendance were Peg Bodell, Candace Erickson, Roger Harlan, Fred Jones, and Jeff Mann. Chairman Brad Olch was excused.

II PUBLIC INPUT

The Vice Chairman invited the public to comment on MBA business. Hearing none, the public input session was closed.

III MINUTES OF MEETING OF JANUARY 11, 2001

The Vice Chairman requested a motion to approve. Jeff Mann disclosed that he will abstain from voting as he was not in attendance. Peg Bodell, "I move approval". Fred Jones seconded. Motion carried.

Peg Bodell	Aye
Candace Erickson	Aye
Roger Harlan	Aye
Fred Jones	Aye
Jeff Mann	Abstention

IV CONSENT AGENDA

Resolution adopting the Municipal Building Authority Budget for Fiscal Year 2001-2002 - Fred Jones, "I move approval". Peg Bodell seconded. Motion carried unanimously.

V ADJOURNMENT

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

* * * * * * * *

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

Prepared by Janet M. Scott

PARK CITY WATER SERVICE DISTRICT
SUMMIT COUNTY, UTAH
JANUARY 11, 2001

I ROLL CALL

Chairman Brad Olch called the regular meeting of the Water Service District to order at approximately 6:35 p.m. at the Marsac Municipal Building on Thursday, January 11, 2001. Members in attendance were Brad Olch, Peg Bodell, Candace Erickson, Roger Harlan, Fred Jones, and Jeff Mann. Staff present were Toby Ross, Executive Director; and Mark Harrington, City Attorney.

II PUBLIC INPUT

The Chairman invited the public to comment. Hearing no comments, the public input session was closed.

III MINUTES OF MEETING OF FEBRUARY 3, 2000

Hearing no corrections or omissions, the Chairman requested a motion to approve. Jeff Mann disclosed that he will not be voting as he was not in attendance. Peg Bodell, "I move approval". Roger Harlan seconded. Motion carried.

Peg Bodell	Aye
Roger Harlan	Aye
Candace Erickson	Aye
Fred Jones	Aye
Jeff Mann	Abstention

IV CONSENT AGENDA

Resolution establishing a regular meeting date, time, and location for 2001 meetings and appointing officers of the Administrative Control Board of the Park City Water Service District

- The Chairman requested a motion to approve. Peg Bodell, "I so move". Roger Harlan seconded. Motion unanimously carried.

V ADJOURNMENT

With no further business, the regular meeting of the Water Service District was adjourned.

* * * * * * * *

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

DATE:	**January 17, 2002**
DEPARTMENT:	**Planning Department**
TITLE:	**Condominium Conversion at 17/19 Daly Avenue**
TYPE OF ITEM:	**Legislative**

SUMMARY RECOMMENDATIONS: Staff recommends that the City Council conduct a public hearing, consider any public input and approve the proposed conversion of #17 and #19 Daly Avenue of lot 1 Block 73, into one (1) use as a condominium with conditions.

DESCRIPTION:

A. Topic.

PROJECT STATISTICS

Owner:	Richard Moder
Location:	17/19 Daly Avenue
Proposal:	Condominium Conversion - Lot Line Adjustment
Zoning:	Historic Residential (HR-1)
Adjacent Land Uses:	Residential
Planner:	Jonathan Weidenhamer/Manja Jungnickel

B. Background.

The application request is to allow a newly built duplex located at 17/19 Daly Avenue to be condominiumized in order to enable the property owner to sell the units separately. On that property are two (2) existing dwelling units in a twin home configuration, together with utilities, and other improvements necessary for the separate use and occupancy of the dwellings. They are located in the HR-1 zone. The CUP for a duplex in the HR-1 Zone was approved on August 9, 2000.

The determination for compliance with the Historic District Design Guidelines was granted on November 3, 2000.

The Planning Commission conducted a public hearing and forwarded a positive recommendation to approve the conversion to the City Council at their December 12, 2001 meeting.

C. <u>Analysis</u>

The proposed condominium conversion to allow the two units to be sold separately is straightforward and staff has no outstanding concerns about the request. The structure meets all requirements of the Uniform Building and Fire Codes. The building sits on currently one (1) lot of record. The condominium plat will allow for the interest in that lot to be divided between common and private. The applicant does not intend to do a time share ownership arrangement. The use and restrictions of these areas are in the CC&R'S. The applicant is aware that any external or internal changes that cross common area will require a plat amendment and support of both owners.

D. <u>Department Review</u>

The City's Staff Review Team has reviewed this application on November 20, 2001 and found it to be in conformance with all applicable city development codes. The City Engineer and the City Attorney's office will review and approve the plat and CC&R's before recordation.

E. <u>Public Input</u>

Property owners within 300 feet of the project were notified on November 28, 2001. The property was properly posted and legally noticed. As of this date of this report, Staff has received no comments regarding the proposed application.

<u>Alternatives</u>

A. Approve the proposal of the condominium conversion.

B. Continue the item and request additional evaluation from the staff.

C. Deny the proposal of the condominium conversion.

<u>Significant Impacts</u>

The proposal results in a record of survey plat that allows individual ownership of each unit. Approval of this application will not result in any significance impacts to the neighborhood. No external or internal changes to the structure are proposed.

Consequence Of Not Taking The Recommended Action

If the City Council recommends denial of the condominium conversion as proposed, the property will remain under single ownership.

Recommendation

Staff recommends the City Council approve the proposed condominium conversion at 17/19 Daly Avenue based upon the following:

Findings of Fact:

6. The proposed plat changes the type of ownership of this property to condominium ownership.

7. The property is located in the HR-1 Zone, Historic Residential.

8. The proposal is consistent with the Park City Land Management Code, all pending sections of the Land Management Code, and the General Plan in that, HR-1 zone allows duplex structures on approved lots, when all minimum code requirements are met.

9. Two (2) existing dwelling units in a twin home configuration exist at 17/19 Daly Avenue.

10. Demand for snow plowing generally increases when a new dwelling(s) unit(s) and their driveway(s) are built.

11. The applicant has agreed to the conditions of approval.

12. The Planning Commission conducted a public hearing and forwarded a positive recommendation to the City Council at their December 12, 2001 meeting.

Conclusions of Law:

1. There is good cause for this condominium plat.

2. Neither the public nor any person will be materially injured by the proposed condominium plat.

3. The plat is consistent with the Park City Land Management Code and applicable State Law regarding condominium plats.

4. A ten-foot snow storage easement is an appropriate means of allowing additional snow removal storage.

Conditions of Approval:

1. The City Attorney and City Engineer's review and approval of the condominium plat, for compliance with the Land Management Code and conditions of approval, is a condition precedent to recording the plat.

2. All standard project conditions shall apply.

3. A financial guarantee in an amount acceptable to the City Engineer for the value of all public improvements to be completed, shall be provided to the City prior to plat recordation. All public improvements shall be completed according to City standards and accepted by the City Engineer prior to release of this guarantee.

4. The final condominium plat shall be recorded at the County within one year from the date of City Council approval. If recordation has not occurred within the one year of City Council's approval, this approval and the plat shall be considered void.

5. A ten foot snow storage easement shall be dedicated to the city on the plat adjacent to Daly Avenue.

Exhibits

A. Site Plan
B. Proposed condominium plat

Ordinance No. 02-

AN ORDINANCE APPROVING A RECORD OF SURVEY PLAT FOR A CONDOMINIUM CONVERSION, LOCATED AT 17/19 DALY AVENUE IN PARK CITY, UTAH

WHEREAS, the owner, Richard Moder, of the property at 17/19 Daly Avenue, Park City, Utah has petitioned the City Council for approval of a record of survey plat for a condominium conversion of a duplex; and

WHEREAS, proper notice was sent and the property posted according to requirements of the Land Management Code and state law; and

WHEREAS, on December 12, 2001 the Planning Commission held a public hearing to receive public input on the proposed record of survey and forwarded a positive recommendation of approval to the City Council; and

WHEREAS, on January 17, 2002 the City Council reviewed the proposed record of survey plat; and

WHEREAS, it is in the best interest of Park City, Utah to approve the record of survey plat;

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

SECTION 1. FINDINGS OF FACT.

1. The proposed plat changes the type of ownership of this property to condominium ownership.

2. The property is located in the HR-1 Zone, Historic Residential.

3. The proposal is consistent with the Park City Land Management Code, all pending sections of the Land Management Code, and the General Plan in that, HR-1 zone allows duplex structures on approved lots, when all minimum code requirements are met.

4. Two (2) existing dwelling units in a twin home configuration exist at 17/19 Daly Avenue.

5. Demand for snow plowing generally increases when a new dwelling(s) unit(s) and their driveway(s) are built.

2. The applicant has agreed to the conditions of approval.

3. The Planning Commission conducted a public hearing and forwarded a positive recommendation to the City Council at their December 12, 2001 meeting.

SECTION 2. CONCLUSIONS OF LAW. The City Council hereby concludes that there is good cause for the above-mentioned record of survey and that neither the public nor any person will be materially injured by the proposed plat. The plat is consistent with the Park City Land Management Code and applicable State law regarding record of survey plats. The plat is consistent with the Planning Commission approval of the conditional use permit for the duplex and the Historic District Design Guidelines.

SECTION 3. PLAT APPROVAL. The record of survey plat, known17/19 Daly Avenue, is hereby approved as shown on Exhibit A, with the following conditions:

1. The City Attorney and City Engineer's review and approval of the condominium plat, for compliance with the Land Management Code and conditions of approval, is a condition precedent to recording the plat.

2. All standard project conditions shall apply.

3. A financial guarantee in an amount acceptable to the City Engineer for the value of all public improvements to be completed, shall be provided to the City prior to plat recordation. All public improvements shall be completed according to City standards and accepted by the City Engineer prior to release of this guarantee.

4. The final condominium plat shall be recorded at the County within one year from the date of City Council approval. If recordation has not occurred within the one year of City Council's approval, this approval and the plat shall be considered void.

5. A ten foot snow storage easement shall be dedicated to the city on the plat adjacent to Daly Avenue.

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

PASSED AND ADOPTED this 17th day of January 2002.

DATE: January 17, 2002

DEPARTMENT: Facilities and Special Events

AUTHOR: Megan Ryan

TITLE: Paralympic “Journey of Fire” Community Celebration

TYPE OF ITEM: Master Festival License Application

SUMMARY RECOMMENDATIONS: Review the Master Festival License application, conduct a public hearing and consider approving the license for the Paralympic “Journey of Fire” Community Celebration , as conditioned, on March 4, 2002, at the Park City Olympic Welcome Plaza.

A. TOPIC

Review of the Master Festival License Application, submitted by the National Ability Center (NAC) for the Paralympic “Journey of Fire” Community Celebration , as conditioned, on March 4, 2002, at the Park City Olympic Welcome Plaza.

B. BACKGROUND

The Master Festival License application submitted by the NAC requests approval for the for the Paralympic “Journey of Fire” Community Celebration on March 4, 2002 at the Park City Olympic Welcome Plaza. The event is planned from 6:00 to 7:30 pm on Monday evening at the Olympic Plaza and is part of an overall program of statewide community events scheduled to celebrate the Paralympics. The Paralympics begin Friday March 8th and end on March 16, 2002. The proposed event is free to the public and is intended to generate enthusiasm and support for the Paralympics. The celebration will involve school children and have music and general spirit raising activities. Maximum attendance is projected at 200 people. No temporary structures are anticipated and no police protection is requested. Buses will drop participants (school children) at the pedestrian entryway off of Snow Creek Drive. No special parking provisions in Snow Creek are anticipated but as the plans develop for the event the staff will coordinate and arrange with the NAC to make provisions if necessary. No vending or sales are planned at the event.

C. ANALYSIS

The City Council, per the Municipal Code, reviews all new applications for Master Festival Licenses and shall either approve, approve with conditions or deny the applications. The event is being reviewed as a Master Festival due to the use of city property. The event will start with a welcome speech and then proceed with general introductions of athletes with music. It is also anticipated that a mock flame ceremomy may take place. The event will then conclude. The event is anticipated to have minimal impacts and is supported by staff.

ALTERNATIVES

F. Approve the Master Festival License, as conditioned by staff, allowing the event on March 4, 2002, at the Olympic Welcome Plaza.
G. Modify the parameters of the event and approve the Master Festival License.
H. Deny the Master Festival License, thereby preventing the event on March 4, 2002, at the Olympic Welcome Plaza.

RECOMMENDATION:

Staff recommends approval of the Master Festival License to allow the Paralympic "Journey of Fire" Community Celebration on March 4, 2002 at the Park City Olympic Welcome Plaza based on the following:

Findings of Fact:

1. The Paralympic "Journey of Fire" Community Celebration will be on March 4, 2002 at the Park City Olympic Welcome Plaza. The events includes spirit raising activities of minimal impact.
2. No other Master Festival Licenses have been approved for this date.
3. The organizer is providing sanitation(if warranted by staff), shuttle transportation, and adequate insurance for the event.
4. The event will not create an imminent possibility of violent disorderly conduct likely to endanger public safety or cause significant property damage.
5. The applicant has been working with City Staff and applicable departments to address all event concerns. The Applicant has not demonstrated an inability or unwillingness to conduct the event pursuant to the terms and conditions of this Chapter nor has failed to conduct a previously authorized event in accordance with the law or the terms of a license, or both.

Conclusions of Law:

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

Conditions of Approval:

1. The Applicant will work with Staff in order to ensure that any safety, health, or sanitation equipment, and services or facilities reasonably necessary to ensure that the event will be conducted with due regard for safety are provided and paid for by the Applicant.
2. The Applicant shall provide to the Special Events Manager proof of liability insurance as may be required by the Special Events Manager or the City Attorney's Office, and shall further name Park City Municipal Corporation as an additional insured if necessary.

Exhibits

A: General Outline of proposed event
B: Schedule of Paralympic Events

Resolution No. 1-02

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR MEETINGS OF THE CITY COUNCIL OF PARK CITY, UTAH FOR 2002

BE IT RESOLVED by the City Council of Park City:

SECTION 1. REGULAR MEETING DATE. The regular meetings of the Park City Council shall be held on Thursdays at 6 p.m. at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah. Regular meetings are open meetings, where agenda items are scheduled for public hearing and/or action. The time may change if it is felt appropriate to schedule issues of general interest at a time that may better accommodate the public. Meetings may be canceled when there is no pending business, no quorum, or the regular meeting date falls on a holiday.

The schedule for City Council meetings in 2002 are as follows:

January 17	July 4, 11, 18, 25
February - no meetings	August 1, 8, 15, 22, 29
March 7, 14, 21, 28	September 5, 12, 19, 26
April 4, 11, 18, 25	October 3, 10, 17, 24, 31
May 2, 9, 16, 23, 30	November 7, 14, 21
June 6, 13, 20, 27	December 5, 12, 19, 26

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, indicating the specific date, time, and location of the meeting. The agenda will be posted at the Marsac Municipal Building at least twenty-four (24) hours prior to each regular meeting, and same delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable.

SECTION 3. WORK SESSIONS. Work sessions are open informational meetings, where new items are introduced or regular meeting agenda items are discussed for clarification prior to action. Typically, no formal action is scheduled or taken during a work session, but formal actions may be made to conduct the City's business, if it is deemed to be in the best interest of the public.

SECTION 4. CLOSED MEETINGS. Every meeting and work session is open to the public, unless closed pursuant to Sections 52-4-4 and 52-4-5 of the Utah Code. A closed meeting may be held upon the affirmative vote of two-thirds of the members of the public body present at an open meeting for which notice is given pursuant to Section 52-4-6, provided a quorum is present. No closed meeting is allowed except as to matters exempted under Section 52-4-5; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. The reason or reasons for holding a closed meeting, the roll call, and any dissenting vote to close the meeting, shall be entered in the memorandum of closed session and made a part of the minutes.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect immediately.

PASSED AND ADOPTED this 17th day of January, 2002.

DATE: January 17, 2002
DEPARTMENT: Olympic Services
AUTHOR: Frank M. Bell
TITLE: Olympic Lease of Senior Center
TYPE OF ITEM: Administrative/Legislative

SUMMARY RECOMMENDATION:

Final Approval of a lease with Canaid International, representing the Italian Skiing Federation, for the Park City Senior Center during the 2002 Olympic Winter Games.

DESCRIPTION

4. Topic. Lease of the Senior Center from February 1, 2002 through March 1, 2002 to the Italian delegation for use as a meal and hospitality center. The negotiated lease price is $70,000 and some additional meal service and hospitality benefits.

5. Background For several months, the City has been in periodic negotiations with Canaid International, a hospitality company, representing the Italian Skiing Federation, for use of the Senior Center as a hospitality center for the Italian Olympic athletes competing in the Park City area. Negotiations have been hampered by funding uncertainties which have recently been overcome. The agreed upon price is $70,000 for the Games period including one week prior and post Games for set up and takedown, thus the February 1 through March 1 lease term. Additionally, the Italians will provide the City and its guests with 100 lunches (on a reservation basis) and credentials to the facility. The "Italy House" will be in operation each day and evening during the Games.

   The Council was informed by staff of the possibility of this Lease in its last meeting, and at that time provided direction to move ahead with a contract.

C. Analysis The Lease of the Senior Center is probably the last of the rentals of public facilities for Olympic participants visiting Park City. The Italians looked at a number of other buildings in the private sector, but settled on the Center because of its size, location, and affordability. This lease provides the City with additional revenue to help offset Olympic expenses, and further provides an opportunity for the City to use some of the lease revenue to do some work on the building that is desired by the seniors who use the facility. The building is in need of some repairs, and the seniors have requested the installation of cooler and better insulated windows.

The Lease requires that the furniture and equipment in the building be removed at City expense. The City has retained a moving company for this and other Olympic rentals. The Italians will be bringing their own furnishings and much of their own kitchen equipment. The Italians may also wish to erect a tent in a portion of the parking lot for additional space. The lease will require that the seniors not meet in the facility during the month of February, however, there may be some opportunities for the seniors to volunteer their services to the

Italians during the Games. The City will accommodate any desire of the seniors to meet elsewhere (Coalville or Kamas centers) by providing transportation.

This Lease does not affect normal senior call-up transportation services provided by Park City Transit.

D. **Department Review** The Lease has been reviewed by the Legal Department and the Special Event and Facilities division of OCMB.

ALTERNATIVES

A. The City Council may approve the lease as negotiated.

B. The City Council may wish to amend portions of the lease. However, that might trigger a new round of negotiations with the Italians which, given the short time remaining until the Games, could cancel the deal.

C. The City Council may continue the item. Again, with no more Council meetings until the Games, a continuation could jeopardize the agreement.

D. The City Council may disapprove the lease. It is unlikely that any other entity would be interested in the facility at this late date, thus the revenue would likely not be realized.

SIGNIFICANT IMPACTS

The greatest impacts are to the Seniors who meet there regularly. Staff has already taken measures to insure that any desire on the part of the seniors to meet during the Games can be accommodated in Coalville or Kamas. Staff is also working with the seniors with the understanding that a portion of the revenue may be used for building improvements later this year.

The neighborhood should not be adversely impacted. The building is across the street from the fire department, and is relatively well sheltered from residential areas. There is sufficient off street parking (even if a tent is erected in portions of the lot). The facility is entirely private (credentialed entry only), and security will be provided. There are a number of other Olympic activities going on in nearby Library Park and City Park.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION

Negotiations will terminate, the contract will not be signed, the City will not receive the revenue, the Italian delegation will need to seek space elsewhere.

RECOMMENDATION

Staff recommends that the Lease with the Italian delegation be approved.

DATE:	January 17, 2002
DEPARTMENT:	City Manager
AUTHOR:	Jan Scott, City Recorder
TITLE:	Liasison appointments; Mayor Pro-Tem Appointments; and Meeting Dates
TYPE OF ITEM:	Administrative/Legislative

SUMMARY RECOMMENDATIONS: Review liaison appointments to boards, commissions and agencies in work session and adjust assignments accordingly. These appointments **do not** require formal action at the regular meeting.

Appoint a Mayor Pro Tem and Alternate Mayor Pro Tem at the regular meeting, and adopt resolutions setting forth meeting dates for the City Council and its related agencies.

DESCRIPTION:

A. Topic: Appointments and setting meeting dates are both housekeeping matters. Setting regular meeting times, place and dates is a requirement of the state code.

B. Background: It is recommended to designate an Alternate Mayor Pro Tem as there have been instances when the Mayor and Mayor Pro Tem are not available. Traditionally, city council members with the most tenure have been appointed as Mayor Pro Tem and Alternate Mayor Pro Tem, with the Alternate becoming Mayor Pro Tem the next year. If Council agrees with this process, Fred Jones would be appointed Mayor Pro Tem and Peg Bodell Alternate Mayor Pro Tem in 2002.

With regard to the resolutions setting the regular meeting time, locations, etc., you'll note additional language explaining notice, work sessions, closed meetings, and appointment of officers for the RDA, MBA and WSD.

It has also been the practice of Council to hold no more than three meetings a month. Staff tentatively selects meetings to cancel in advance and confirms the schedule with Council members during work session. Whether or not Council continues this practice does not affect staff's recommendation to adopt the resolutions.

C. Analysis: N/A.

D. Department Review: N/A.

ALTERNATIVES:

A. Approve the request.

B. Deny the Request: The Council has the discretion to change the manner of appointing the Mayor Pro Tem or to change the meeting time, place, or date. However, it is required to adopt meeting dates by resolution and recommended to do so at the first meeting of the year..

C. Continue the Item: These items could be continued, but it is recommended that these actions take place at the beginning of the year.

RECOMMENDATION: See summary recommendation.

CITY COUNCIL APPOINTMENTS FOR 2002

City Board/Commission Liaisons

Board	Type	2001	2002
Library Board (1)	Voting	Jeff Mann	Candace Erickson
Parks, Recreation and Beautification Board (including Ice & Snyderville Basin) (1)	Non-voting	Peg Bodell	Candace Erickson
Employee Transfer and Discharge Appeals Board (2)	Voting	Peg Bodell, Jeff Mann, Alternate Candace Erickson	Jim Hier, Kay Calvert
Customer Service Excellence Awards (2)	Voting	Roger Harlan and Candace Erickson	Jim Hier, Peg Bodell
City Council Grant Subcommittee (2)	N/A	Roger Harlan and Candace Erickson	Peg Bodell and Candace Erickson
Planning Commission (1)	Non-voting	Fred Jones	Jim Hier
Historic District Commission (1)	Non-voting	Peg Bodell	Peg Bodell
Olympic Celebrations Committee (2)	N/A	Fred Jones and Peg Bodell	Fred Jones and Peg Bodell
Program and Resource Analysis Task Force (2)	N/A	Fred Jones and Peg Bodell	Fred Jones and Jim Hier

Interlocal Agency Liaisons

2001 2002

Team 1: Candace Erickson, Peg Bodell and Dana Williams
Team 2: Kay Calvert, Fred Jones and Jim Hier

Board	Type	2001	2002 Ranking
Summit County Commission	Non-voting	Alternate teams	
Wasatch County Commission	Non-voting	Alternate teams	
Park City School District (2)	Non-voting	Roger Harlan and Candace Erickson	Kay Calvert and Peg Bodell
Summit County Board of Health (1)	Voting (1 positions)	Candace Erickson Peg Bodell (alt)	Candace Erickson
Snyderville Basin SID Board of Directors	Voting - 4 year term	Jerry Gibbs appointed to 1/2004	Jerry Gibbs
Park City Fire Service District	Voting - 4 year term	John Lind Reappointed to	John Lind

		1/2004	
Park City Historical Society (1)	Voting	Brad Olch	Kay Calvert
Recycle Utah (1)	Voting	Fred Jones and Alternate Candace Erickson	Kay Calvert, and Alternate Candace Erickson
Park City Arts Council (1)	Voting	Jeff Mann	Kay Calvert
Chamber/Bureau Executive Board (1)	Voting	Brad Olch	Fred Jones
Mountainlands Community Housing Trust (1)	Voting	Candace Erickson and Tom Bakaly	Peg Bodell

Outside Agency Liaisons

Board	Type	2001	2002 Ranking
Mountainland Association of Governments (1)	Voting	Peg Bodell	Dana Williams
Interagency Task Force (1)	N/A	Fred Jones and Alternate Jeff Mann	Jim Hier and Alternate Fred Jones
Olympic Venue Cities Committee (2)	N/A	Roger Harlan and Brad Olch	NA
Summit County Water Committee (1)	N/A	Jerry Gibbs	Fred Jones and Alternate Jim Hier
Senior Center (1)	N/A	Roger Harlan	Peg Bodell
ULCT/Legislative Policy Committee (2)	Voting	Candace Erickson - Interim 4/2001	Dana Williams and Candace Erickson
EPA (1)	N/A	Roger Harlan	Dana Williams and Alternate Fred Jones
Olympic Liaison (1)	N/A	Brad Olch and Alternate Peg Bodell	Dana Williams
Historic Main Street Business Alliance (HMBA) (1)	N/A	Jeff Mann	Fred Jones and Alternate Jim Hier

Prepared 01/14/02

DATE: January 17, 2002

DEPARTMENT: Human Resources

AUTHOR: Kim Leier, Human Resources Manager

TITLE: Council appointments to the Employee Transfer and Discharge Appeal Board

TYPE OF ITEM: Administrative

SUMMARY RECOMMENDATIONS: At the first council meeting of each year Council will appoint two members and an alternate to serve on the Employee Transfer and Discharge Appeal Board for one year.

DESCRIPTION:

The Employee Transfer Discharge and Appeal Board (ETDAB) consists of two appointed council members, a council alternate, three elected employees and an alternate. This appointment is in accordance with Utah State Code.

A. Background:

In November of 1999 council approved the establishment of ETDAB according to Section 2-6-2 within Title 2, Chapter 6 of the Municipal Code in conjunction with Park City Municipal Policies and Procedures and as set forth in Utah Code Annotated 10-3-1106, as amended. This statute prohibits the discharge or transfer of employees to a position with less remuneration because of the employee's politics or religious belief, or incident to, or through changes, either in the elective officers, governing body, or heads of departments. The statute also provides that any employee or officer who is discharged or transferred from one position to another, for any reason, shall have the right to appeal the discharge or transfer to the ETDAB.

C. Analysis:

The ordinance approving the establishment of the ETDAB was passed by Council in November of 1999. This is in compliance with state statute. The appointment of council members must be made during the first regular council meeting of each year. The election of staff to serve on the ETDAB occured in December. The ETDAB meets only when and if a formal appeal challenging a transfer or discharge is filed by a City employee. A formal appeal has not been filed in more than fifteen years. The ETDAB consists of two Council members and three full-time, regular City employees.

D. Department Review:

Legal Department

Human Resources

ALTERNATIVES:

A. Approve the Request:

Council is being asked to appoint two members and an alternate based on prior approval of ETDAB.

B. Deny the Request:

Denying the request is not an option as prior approval has already been made.

C. Continue the Item:

This action needs to take place during the first regularly scheduled council meeting of the new year.

SIGNIFICANT IMPACTS:

There are no significant impacts. This action coincides with the council liaison appointments to other boards and committees regularly occurring in January of each year.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION:

Failure to make the required appointments would leave the City out of compliance with policies and procedures.

RECOMMENDATION:

The City Council should appoint two members and an alternate to serve on the Employee Transfer and Discharge Appeal Board for one year to stay in compliance with Park City and Utah State Code.

DATE: January 17, 2002

DEPARTMENT: Office of Capital Management & Budget

AUTHOR: Tom Bakaly, Assistant City Manager

TITLE: Letter of Intent with Snyderville Basin Special Recreation District for the Joint Development of an Ice Facility

TYPE OF ITEM: Legislative

SUMMARY RECOMMENDATIONS: City Council should approve the attached Letter of Intent between the City and the Snyderville Basin Special Recreation District for the development of an ice facility.

DESCRIPTION:

A. **Topic:** Letter of Intent with Snyderville Basin Special Recreation District for an ice facility

B. **Background**:

In August of 2001, Park City and the Snyderville Basin Special Recreation District (SBSRD) adopted a four (4) year Memorandum of Understanding (MOU) on cooperative youth sports programming and facility operations and maintenance. Section 8 of the MOU states that the City and the SBSRD acknowledge that combined planning efforts for large capital improvement projects may better serve long term constituent needs. Both the City and the Basin have identified the construction of an ice facility as a priority.

The City and SBSRD both passed bonds in November of 2001 with $2 million in each bond identified for ice. Prior to the bonds passing, the City and SBSRD informed the public that it was their intent to jointly develop an ice facility. In addition, in September of 2001, the City Council passed a resolution that stated, "The City will make all best efforts to create a multi-jurisdictional task force and work with the Snyderville Basin Recreation District to develop an ice facility in the greater Park City area." Since the passage of the $4 million City bond that has $2 million earmarked for ice, the City has been working with the SBSRD to jointly develop an ice facility.

The City has traveled with representatives from the SBSRD to Logan and Breckenridge to learn more about ice rinks. A working group of staff, SBSRD, PRBB and Council member Erickson has been established to put together a plan to develop an ice facility. The working group has identified a general program and capital facility plan for the project. In addition, a joint Planning Commission task force consisting of Snyderville Basin Planning Commissioners and Park City Planning Commissioners has been formed to provide input about possible sites for the facility. Please see the attached program summaries and schedules for an update on ice efforts to date. It is now to time to begin to formalize the working relationship between the City and the SBSRD as it relates to the development and management of an ice facility. Adopting the attached Letter of Intent is the first step on that process.

C. Analysis:

Letter of Intent Deal Points: The deal points of the Letter of Intent are fairly self explanatory. In summary, the City and SBSRD would work together to develop an ice facility. The letter of intent identifies broad parameters for the facility. The Letter of Intent generally describes the process for obtaining public comment prior to major policy decisions.

Timing: Meeting the deadlines as defined in the attached schedule will be critical to the success of jointly developing an ice facility. The Letter of Intent establishes June, 2002 as the date that an inter-local agreement would be signed. The Letter of Intent also states that the facility is to be planned in 2002 and built in 2003.

Consultant Services: The Letter of Intent essentially describes the relationship between the City and the SBSRD for the next 3 months until an inter-local or management agreement can be developed. Staff strongly recommends that a third party be used to update the 1997 Ice Feasibility Study and assess current market conditions and demographic demands for ice or a joint multi-use facility. Staff also recommends that funds be expended for an independent capital project consultant to assist with the project.

D. <u>Department Review</u>: This report and the letter of intent has been reviewed by the Leisure Services Department, the City Manager's Office, and the Legal Department.

<u>ALTERNATIVES</u>: Listed below are possible alternatives relating to the Letter of Intent. Please note that the Parks, Recreation and Beautification Board and the Snyderville Basin Special Recreation District Board are each scheduled to adopt the Letter of Intent on Wednesday, January 16, 2002. Any changes to the letter of intent resulting from their action will be described to Council on January 17th.

A. <u>Approve or Modify the Letter of Intent</u>: Approve the attached Letter of Intent, or modify the letter of intent with the Snyderville Basin Special Recreation District.

B. <u>Deny the Request</u>: Direct Staff to discontinue efforts to implement a joint ice facility.

C. <u>Continue the Item</u>: Council could decide to continue direction on the item until its March, 2002. Informal efforts to jointly develop an ice facility would likely be continued.

D. <u>Do Nothing</u>: The result of this action would be similar to continuing the request.
In summary, adopting the letter of intent is consistent with the 2000 Recreation Facilities Master Plan. If the letter of intent is adopted, the PRBB and City Council should hold public hearings prior to the adoption of an inter-local agreement, a commitment to distribute bond proceeds, or major policy recommendations are made. The attached Letter of Intent provides a framework from which future policy recommendations can be made.

<u>SIGNIFICANT IMPACTS</u>: The Letter of Intent states that the City and the SBSRD intend to each contribute $2 million in bond money to the project and work together to fund the remainder of the facility. Since the cost of the indoor facility with parking is projected to be

roughly $6 million, another $2 million would be needed before the project is built. If an outdoor rink is ever added on to the project, roughly another $1.5 million would be needed. The total cost of an indoor and an outdoor ice facility is projected to be roughly $7.5 million depending on the final program needs and final site.

The City and SBSRD would equally share the $12,500 cost for market assessment and capital planning costs. Funds exist in the Office of Capital Management and Budget operating budget and in the City Manager's budget for the City's share of this expense ($6,250). No formal Council action is needed to expend these funds, but the Council should provide staff with input if they have concerns about the expenditure.

CONSEQUENCES OF NOT TAKING THE RECOMMENDED ACTION: Efforts to jointly develop an ice facility with the SBSRD would likely continue on an informal basis. The purpose of the Letter of Intent is to memorialize commitments that have essentially already been made.

RECOMMENDATION:

The City Council approve the Letter of Intent (attached) between the City and the Snyderville Basin Recreation District for the development of an ice facility.

Attachments:

4. Letter of Intent
5. Ice Facility Capital Project Program & Overview
6. Ice Facility Project Schedule
7. Ice Facility Location Matrix

Resolution No. RDA 1-02

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR 2002 MEETINGS AND APPOINTING OFFICERS OF THE BOARD OF DIRECTORS OF THE REDEVELOPMENT AGENCY OF PARK CITY, UTAH

BE IT RESOLVED by the Redevelopment Agency of Park City:

SECTION 1. REGULAR MEETING DATE. The regular meetings of the Redevelopment Agency shall be held on Thursdays at 6 p.m. or immediately following the adjournment or preceding the convening of other meetings that may be scheduled at 6 p.m. Meetings shall be held at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah, except when there is no pending business or the regular meeting date falls on a holiday.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, indicating the specific location of the meeting. The agenda will be posted at the Marsac Municipal Building at least twenty-four (24) hours prior to each regular meeting, and same delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable.

SECTION 3. WORK SESSIONS. Work sessions are open informational meetings, where new items are introduced or regular meeting agenda items are discussed for clarification prior to action. Typically, no formal action is scheduled or taken during a work session, but formal actions may be made to conduct the Agency's business, if it is deemed to be in the best interest of the public.

SECTION 4. CLOSED MEETINGS. Every meeting and work session is open to the public, unless closed pursuant to Sections 52-4-4 and 52-4-5 of the Utah Code. A closed meeting may be held upon the affirmative vote of two-thirds of the members of the public body present at an open meeting for which notice is given pursuant to Section 52-4-6, provided a quorum is present. No closed meeting is allowed except as to matters exempted under Section 52-4-5; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. The reason or reasons for holding a closed meeting, the roll call, and any dissenting vote to close the meeting, shall be entered in the memorandum of closed session and made a part of the minutes.

SECTION 5. SPECIFIC MEETING DATES. The schedule for Redevelopment Agency meetings in 2002 are as follows:

January 17	July 4, 11, 18, 25
February - no meetings	August 1, 8, 15, 22, 29
March 7, 14, 21, 28	September 5, 12, 19, 26
April 4, 11, 18, 25	October 3, 10, 17, 24, 31
May 2, 9, 16, 23, 30	November 7, 14, 21
June 6, 13, 20, 27	December 5, 12, 19, 26

SECTION 6. APPOINTMENT OF OFFICERS. The officers of the Board of Directors of the Redevelopment Agency of Park City, Utah shall be as follows: The elected Mayor shall be the Chairman; the Mayor Pro Tempore shall be the Vice-Chairman; the Alternate Mayor Pro Tempore shall be the Alternate Vice-Chairman; the City Manager shall be the Executive Director; the City Recorder shall be the Secretary; and the Deputy City Recorder shall be the Deputy Secretary.

PASSED AND ADOPTED this 17th day of January, 2002.

Resolution No. MBA 1-02

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR 2002 MEETINGS AND APPOINTING OFFICERS OF THE BOARD OF DIRECTORS OF THE MUNICIPAL BUILDING AUTHORITY OF PARK CITY, UTAH

BE IT RESOLVED by the Municipal Building Authority of Park City:

SECTION 1. REGULAR MEETING DATE. The regular meetings of the Municipal Building Authority shall be held on Thursdays at 6 p.m. or immediately following the adjournment or preceding the convening of other meetings that may be scheduled at 6 p.m. Meetings shall be held at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah, except when there is no pending business or the regular meeting date falls on a holiday.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given indicating the specific location of the meeting. The agenda will be posted at the Marsac Municipal Building at least twenty-four (24) hours prior to each regular meeting, and same delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable.

SECTION 3. WORK SESSIONS. Work sessions are open informational meetings, where new items are introduced or regular meeting agenda items are discussed for clarification prior to action. Typically, no formal action is scheduled or taken during a work session, but formal actions may be made to conduct the Authority's business, if it is deemed to be in the best interest of the public.

SECTION 4. CLOSED MEETINGS. Every meeting and work session is open to the public, unless closed pursuant to Sections 52-4-4 and 52-4-5 of the Utah Code. A closed meeting may be held upon the affirmative vote of two-thirds of the members of the public body present at an open meeting for which notice is given pursuant to Section 52-4-6, provided a quorum is present. No closed meeting is allowed except as to matters exempted under Section 52-4-5; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. The reason or reasons for holding a closed meeting, the roll call, and any dissenting vote to close the meeting, shall be entered in the memorandum of closed session and made a part of the minutes.

SECTION 5. SPECIFIC MEETING DATES. The schedule for Municipal Building Authority meetings in 2002 are as follows:

January 17	July 4, 11, 18, 25
February - no meetings	August 1, 8, 15, 22, 29
March 7, 14, 21, 28	September 5, 12, 19, 26
April 4, 11, 18, 25	October 3, 10, 17, 24, 31
May 2, 9, 16, 23, 30	November 7, 14, 21
June 6, 13, 20, 27	December 5, 12, 19, 26

SECTION 6. APPOINTMENT OF OFFICERS. The officers of the Board of Directors of the Municipal Building Authority of Park City, Utah shall be as follows: The elected Mayor shall be the Chairman; the Mayor Pro Tempore shall be the Vice-Chairman; the Alternate Mayor Pro Tempore shall be the Alternate Vice-Chairman; the City Manager shall be the Executive Director; the City Recorder shall be the Secretary; and the Deputy City Recorder shall be the Deputy Secretary.

PASSED AND ADOPTED this 17th of January, 2002.

Resolution No. WSD 1-02

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR 2002 MEETINGS AND APPOINTING OFFICERS OF THE ADMINISTRATIVE CONTROL BOARD OF THE PARK CITY WATER SERVICE DISTRICT

BE IT RESOLVED by the Water Service District of Park City:

SECTION 1. REGULAR MEETING DATE. The regular meetings of the Water Service District shall be held on Thursdays at 6 p.m. or immediately following the adjournment or preceding the convening of other meetings that may be scheduled at 6 p.m. Meetings shall be held at the Marsac Municipal Building, 445 Marsac Avenue, Park City, Utah, except when there is no pending business or the regular meeting date falls on a holiday.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, indicating the specific location of the meeting. The agenda will be posted at the Marsac Municipal Building at least twenty-four (24) hours prior to each regular meeting, and same delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable.

SECTION 3. WORK SESSIONS. Work sessions are open informational meetings, where new items are introduced or regular meeting agenda items are discussed for clarification prior to action. Typically, no formal action is scheduled or taken during a work session, but formal actions may be made to conduct the Water Service District's business, if it is deemed to be in the best interest of the public.

SECTION 4. CLOSED MEETINGS. Every meeting and work session is open to the public, unless closed pursuant to Sections 52-4-4 and 52-4-5 of the Utah Code. A closed meeting may be held upon the affirmative vote of two-thirds of the members of the public body present at an open meeting for which notice is given pursuant to Section 52-4-6, provided a quorum is present. No closed meeting is allowed except as to matters exempted under Section 52-4-5; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. The reason or reasons for holding a closed meeting, the roll call, and any dissenting vote to close the meeting, shall be entered in the memorandum of closed session and made a part of the minutes.

SECTION 5. SPECIFIC MEETING DATES. The schedule for the Water Service District meetings in 2002 are as follows:

January 17	July 4, 11, 18, 25
February - no meetings	August 1, 8, 15, 22, 29
March 7, 14, 21, 28	September 5, 12, 19, 26
April 4, 11, 18, 25	October 3, 10, 17, 24, 31
May 2, 9, 16, 23, 30	November 7, 14, 21
June 6, 13, 20, 27	December 5, 12, 19, 26

SECTION 6. APPOINTMENT OF OFFICERS. The officers of the Administrative Control Board of the Park City Water Service District shall be as follows: The elected Mayor shall be the Chairman; the Mayor Pro Tempore shall be the Vice-Chairman; the Alternate Mayor Pro Tempore shall be the Alternate Vice-Chairman; the City Manager shall be the Executive Director; the City Recorder shall be the Secretary; and the Deputy City Recorder shall be the Deputy Secretary.

PASSED AND ADOPTED this 17th day of January, 2002.

The public hearing on the Land Management Code will not be held. It appears on the agenda because it was continued to this date in December. It will be rescheduled as soon as possible when City Council resumes a regular schedule in March after the Winter Olympic Games.