PARK CITY COUNCIL WORK SESSION MINUTES
SUMMIT COUNTY, UTAH
JANUARY 10, 2013

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

Diane Foster, Interim City Manager; Tom Daley, Deputy City Attorney; Kent Cashel, Transit Manager; and Darren Davis, Transit Operations Team Leader

1. Council questions/comments. Cindy Matsumoto reported that the Library Board discussed implementing the digital lab and training staff. She attended the Peace House Board meeting where potential loss of federal funding was a concern. Andy Beerman stated that he and the Mayor attended the Mountain Transportation preliminary meeting and Habitat for Humanity meeting for Dick Peek. He participated in a COSAC meeting where members thanked the City for its efforts in the open space acquisition of Toll Canyon. Dick Peek reported on a Historical Society Board meeting. The Silver Queen Ball fund-raiser was a success. Liza Simpson noted that the Mountainlands Community Housing Trust is celebrating its 20th Anniversary and is doing some outreach about its organization. She attended the Fire Board meeting. Alex Butwinski attended the Silver Queen Ball and the Planning Commission meeting last night.

The Mayor thanked Joan Card for her efforts organizing the Soils Committee which will be formalized soon. He and Chief Carpenter participated in a talk show through the NPR affiliate out of Logan about the gun debate. He explained that he is a member of Mayors Against Illegal Weapons. He has been receiving correspondence and calls on gun control from the public. He believes standardizing background checks is critical as there are seven million unlicensed guns a year in the US and it is important to take a position.

2. Update on new Transit AVL. Kent Cashel stated that this project was identified as a goal nine years as a part of the Short Range Transit Plan. Implementation required cooperation between many entities and departments in the City. In 2006, the City secured a grant to fund AVL. Staff learned that in order to use a Google Trip Planner, an automated scheduling system needs to be in place which small operations do not have. Staff managed to work with ten other small transit agencies across the country to partner with a third party to develop an interface that allows the City to manually update schedules. GIS data also needed to be refined.

Darren Davis, through a computer-assisted presentation, navigated to the City's website, specifically Transit. He pointed out the Trip Planner and conducted a demonstration with a starting point, a destination, and mode of transportation. Google will identify the fastest option, including walking and biking, so users can compare modes of transportation. Another option is the *little yellow man* which when clicked will provide a street view of a location. He pointed out that the application also provides the customer with the cost of driving to the location. The AVL tracker button is located on the Department’s home page and provides real time bus information. All of the routes and stops are listed and Mr. Davis explained that users can see the bus icon to determine exactly where their buses are in route. The Transit Dispatch Center is informed when buses are late and can add buses to a route to meet 20 minute service timelines.

On the operations side, Mr. Davis showed the application that supervisors have available which shows passenger counts for each bus, the location of the bus, and driver information. The number of passengers picked up and dropped off at a stop is automatically calculated. Messages can be sent to the driver from the Command Center to a terminal on the bus. He felt that within a year, staff will have a good data set for producing reports and formulating projections. Ridership by route was demonstrated.

Kent Cashel spoke about the ease of refining data which was calculated manually in the past. It was again pointed out that passenger counts are done automatically. Liza Simpson suggested making the Trip Planner tool more obvious on the website. Mr. Cashel stated that the Sundance buses have been integrated into the system. Dick Peek recommended that the Trip Planner be tested on different mobile devices to address any problems for the user.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH,
JANUARY 10, 2013

I ROLL CALL

Mayor Dana Williams called the regular meeting of the City Council to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, January 10, 2013. Members in attendance were Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Diane Foster, Interim City Manager; Tom Daley, Deputy City Attorney; Brian Anderson, Parking Manager; Christine Morgan, Human Resources Analyst; Joan Card, Environmental Regulatory Manager; Francisco Astorga, Planner; and Kirsten Whetstone, Planner.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

None.

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

None.

IV MINUTES OF MEETINGS OF NOVEMBER 8, NOVEMBER 15, DECEMBER 6, AND DECEMBER 13, 2012

Liza Simpson, "<u>I move that we approve the meeting minutes of November 8, November 15, December 6 and December 13</u>". Dick Peek seconded. <u>Motion unanimously carried</u>.

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

The Mayor requested an explanation of Item 2. After the discussion of Item 2, Liza Simpson, "<u>I move we approve the Consent Agenda</u>". Dick Peek seconded. <u>Motion unanimously carried</u>.

1. <u>Consideration of a Resolution establishing a regular meeting date, time, and location for meetings of the City Council of Park City, Utah for 2013</u> – Approved.

2. <u>Consideration of a contract with T2 Systems Inc. in the amount of $158,000 for parking software, in a form approved by the City Attorney</u> – Brian Anderson explained that this purchase will replace existing parking software which is outdated. The in-meter program is becoming obsolete as the devices are no longer being made and staff feels that paying by cell phone is a good alternative. It is unique because the user can register an account and select which vehicle will be parked and the time. There is a

smart phone app for this and a better software package is needed to integrate these types of technologies. There are many advantages in communicating in real time such as having timely information available in the database.

He introduced Mike Simmons, T2 Systems, who has a second home in Promontory. T2 Systems is a very successful company, the front-runner in this technology, and has received many management awards.

In response to a question from the Mayor, Mr. Anderson explained that existing hang tags can still be charged. The new program will be put in place in May and tickets can be paid and appeals can be made on-line.

In response to a question from Liza Simpson, Mr. Anderson explained that T2 has a full permit management module where the other bidder did not. He walked members through the smart phone app, where the user selects the vehicle and the amount of time to park. The data is shared with enforcement officers in the field in real time. Parking time can be added to the session if needed. Dick Peek asked if a registered user can pay for an unregistered vehicle and Mr. Simmons explained that it is complicated and most people would use a pay station.

Andy Beerman asked if QR codes could be set-up and Mr. Anderson believed QR codes will bring up the app or webpage. Mr. Beerman liked the idea of the ability to add time on a cell phone and asked about the scope of the license plate recognition program. The Parking Manager stated that there will still be foot patrols primarily on Main Street. The software can track who is parking where to better manage the target market and it can be used on Main Street to enforce time limits. It is primarily a tool to enforce time limits and permit zones and eliminates the need to chalk tires. It is not about catching everyone but being accurate and efficient. Mr. Anderson emphasized that time limits are the hardest thing to enforce which is why this technology has gained popularity and the goal is to preserve parking spots for businesses and guests.

Alex Butwinski stated that he finds an electronic program a little *big brother-ish*. He asked why we would want DMV checking capability in the hands of a parking enforcement officer. Brian Anderson explained that the DMV check would actually be conducted after the ticket is written and the purpose is to be able to send the owner notice of an unpaid ticket which is done now. There is nothing in the proposal that is not done now, including photo documentation. There is still a grace period which will be applied and the parking enforcement officer does not have a list of vehicles and when times expire. He is not getting the same alert. Mr. Butwinski asked if enforcement will be brought in-house and Mr. Anderson stated that staff is evaluating this right now. Mr. Butwinski felt that customer service might improve with City employees and it might be worth it from that standpoint.

Dick Peek asked how parking permits tied to building projects in residential areas will be integrated. Mr. Anderson stated that there will still be the need for some permit types allowing the permit to transfer between vehicles. Once the basic work is done, staff will be able to explore options for other electronic permits, like guest permits for lodges. The majority of the system is based on license plate recognition. Whatever information is needed for a ticket would be uploaded into the database and the rest of the data would be purged.

Mr. Peek asked if this information is subject to GRAMA. Mr. Anderson believed that since license plates are visible that they are part of the public domain. Tom Daley added that this information would not be considered private or protected and would be subject to a GRAMA request. Brian Anderson stated that this is similar to current ticket information and he doesn't ever recall receiving a GRAMA request for a parking ticket record.

Approved.

3. Consideration of authorization to the City Manager to execute a Mine Maintenance Agreement, in a form approved by the City Attorney, with Jordanelle Special Services District for a term of one year with automatic renewals to continue for five years – Approved.

VI RESIGNATIONS AND APPOINTMENTS

1. Consideration of the appointment of Mayor Pro Tem and Alternate Mayor Pro Tem – Liza Simpson, "I move we appoint Alex Butwinski as Mayor Pro Tem and Dick Peek as Alternate Mayor Pro Tem". Andy Beerman seconded. Motion unanimously carried.

2. Consideration of the appointment of two Council members to the Employee Transfer and Discharge Appeals Board and a member as the Alternate – Chris Morgan explained that the appointments are needed to comply with state code and the Municipal Code. Liza Simpson and Dick Peek were appointed in 2012 and Andy Beerman as the Alternate.

Liza Simpson, "I move we appoint Cindy Matsumoto and Andy Beerman to the Employee Transfer and Appeals Board with Richard Peek as the Alternate". Alex Butwinski seconded. Motion unanimously carried.

3. Consideration of the acceptance of the resignation of Judy McKie from the Historic Preservation Board – The Mayor accepted her resignation and thanked her for her service.

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

1. Consideration of approving the Administrative Settlement Agreement and Order on Consent for EE/CA Investigation and Removal Action in the matter of Richardson Flat Tailings Site Operable Unit 4, aka Prospector Drain – Joan Card explained that the document will be executed with the City, Environmental Protection Agency, US Fish and Wildlife Service, Bureau of Land Management, and Utah Department of Environmental Quality. The Council has been briefed on this agreement on several occasions and provided a copy of the document. She noted that it obligates the City to assess and address water quality issues of the Prospector Drain under the oversight of the EPA. Alex Butwinski asked if the biocell will be removed. Ms. Card responded that it is likely that the biocell will remain but is subject to study. The Mayor opened the public hearing; there were no comments from the audience and the public hearing was closed. He complimented Ms. Card on her efforts on this matter.

Alex Butwinski, "I move that we direct Mayor Williams to execute the Administrative Settlement Agreement and Order on Consent". Andy Beerman seconded. Motion unanimously carried.

2. Consideration of an Ordinance approving the City Park Tennis Subdivision, located at 1580 Sullivan Road, Park City, Utah – Francisco Astorga explained that the application is to shift a lot line as the City would like to rebuild the two existing tennis courts and build a third one. This is considered a subdivision because the property is a metes and bounds parcel and has never been subdivided. The Planning Commission forwarded a positive recommendation and there were no issues. Ms. Simpson asked about cleaning up the entire City Park area and Mr. Astorga felt it would be beneficial but the City would have some costs including hiring a surveyor. Because the courts are located in the GC Zone, a conditional use permit was necessary and granted by the Planning Commission. The Mayor opened the public hearing; there was no input and the hearing was closed.

Andy Beerman, "I motion we approve the City Park Tennis Subdivision, located at 1580 Sullivan Road based on the Findings of Fact, Conclusions of Law and Conditions of Approval as found in the draft ordinance". Dick Peek seconded. Motion unanimously carried.

3. Consideration of an Ordinance approving the 481 Woodside Avenue plat amendment, Park City, Utah – Planner Kirsten Whetstone explained that the request is to combine all of Lot 16 and 17, Block 29 of the Park City Survey where a single family historic home sits on the lot lines. There have been additions made to the house and the existing footprint is larger than the allowed footprint and the Ordinance prohibits further non-compliance. The applicant wishes to combine these lots to resolve setback issues created by a common lot line and wants to remodel the interior. There are storm water problems that also need to be addressed. The Planning Commission reviewed this plat amendment and forwarded a positive recommendation to Council. In response to questions from Cindy Matsumoto and Alex Butwinski, Ms. Whetstone advised that any new construction would have to meet the requirements of the zone. She stated that

any expansion would have to be underground. The Mayor opened the public hearing; there were no comments from the audience and the public hearing was closed.

Dick Peek, "I move that we approve the 481 Woodside Avenue plat amendment based on the Findings of Fact, Conclusions of Law and Conditions of Approval". Liza Simpson seconded. Motion unanimously carried.

VIII OLD BUSNESS

Consideration of an Ordinance approving the Red Stag Lodge Amended Condominium Plat located at 2550 Deer Valley Drive East, Park City, Utah – Francisco Astorga explained that the request is to convert common area to private area for Units 501 and 502. The Deer Valley MPD allows for this site to have 8.5 unit equivalents; it is currently 7.92 and approving the request would result in 8.46. This item was continued in December because of a Building Department issue which has been resolved. The Mayor opened the public hearing; there was no input and the hearing was closed. In response to a question from Dick Peek about the MPD, Mr. Astorga stated that some projects are based on square footage and others on unit equivalents.

The Mayor requested a motion to approve. Cindy Matsumoto, "I so move". Liza Simpson seconded. Motion unanimously carried.

IX ADJOURNMENT

With no further business, the regular meeting of the City Council was adjourned and the Redevelopment Agency, Municipal Building Authority, and Water Service District convened.

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

Prepared by Janet M. Scott, City Recorder

MEMORANDUM OF CLOSED SESSION

The City Council met in closed session at approximately 3 p.m. Members in attendance were Mayor Dana Williams, Andy Beerman, Alex Butwinski, Cindy Matsumoto, Dick Peek, and Liza Simpson. Staff present was Diane Foster, Interim City Manager; Brooke Moss, Human Resources Manager; Wade Carpenter, Chief of Police; Tom Daley, Deputy City Attorney; Mike Lennon, Building Maintenance Manager; Hugh Daniels, Emergency Management Manager; and Mark Harrington, City Attorney. Liza Simpson, "I move to close the meeting to discuss property, personnel, security and litigation ". Alex Butwinski seconded. Motion carried unanimously. The meeting opened at approximately 5:20 p.m. Liza Simpson, "I move to open the meeting". Dick Peek seconded. Motion unanimously carried.

The City Council met again in closed session at approximately 7 p.m. Liza Simpson, "I move to close for personnel". Alex Butwinski seconded. Motion unanimously carried.

STATE OF UTAH)
ss.
COUNTY OF SUMMIT)

CERTIFICATE OF CLOSED SESSION
CITY COUNCIL OF PARK CITY, UTAH

As presiding officer of the City Council of Park City, Utah, I hereby certify that the second closed session meeting held by the City Council on January 10, 2013, was held pursuant to UCA Section 52-4-205(1)(a) to discuss the character, professional competence, or physical or mental health of an individual.

DATED this 4th day of February, 2013.

Dana Williams

Mayor Dana Williams

Subscribed and sworn before me this 4th day of February, 2013.

Janet M. Scott

Janet M. Scott, Notary Public

JANET M. SCOTT
NOTARY PUBLIC - STATE OF UTAH
My Comm. Exp. 03/11/2016
Commission # 652389