PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JANUARY 10, 2008

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 10, 2008.

Closed Session
2:00 p.m. Property and litigation

Work Session ***(Times are approximate and may vary. Items are publicly discussed and direction may be given, if appropriate. No formal action is taken)***
4:30 p.m. Council questions/comments
4:45 p.m. Golf update
5:00 p.m. Scope of the 2009 Bonanza Drive reconstruction project and adoption of a 20 year corridor plan for Bonanza Drive
5:20 p.m. Snow Creek housing project
5:50 p.m. Break

6:00 p.m. **Swearing-in Ceremony:**
The Honorable Candace Erickson, Joe Kernan and Liza Simpson
Oath of Office administered by The Honorable Robert K. Hilder,
Third District Presiding Judge

Regular Meeting – City Council Chambers

I ROLL CALL

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

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

IV WORK SESSION NOTES AND MINUTES OF MEETINGS OF DECEMBER 20, 2007

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")***

1. Consideration of a Resolution establishing a regular meeting date, time, and location for meetings of the City Council of Park City, Utah for 2008

2, Approval of Insurance Broker Service Agreement with Marsh USA Risk and Insurance Services, Inc., through January 1, 2011, for an annual fee of $10,000

VI RESIGNATIONS AND APPOINTMENTS

1. Consideration of the appointment of Mayor Pro Tem and Alternate Mayor Pro Tem

2. Consideration of a the appointment of Joe Kernan and Jim Hier to the Employee Transfer and Discharge Appeals Board and Liza Simpson as the Alternate

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

1. Consideration of a Resolution adopting a 20 year corridor plan for Bonanza Drive, Park City, Utah
   (a) Public input

2. Consideration of the use of 21 additional parking spaces for construction staging in Swede Alley for the Park City Historical Society Museum expansion project from March 17, 2008 to October 31, 2008
   (a) Public input
   (b) Action

VIII ADJOURNMENT

The Park City Water Service District, Redevelopment Agency and Municipal Building Authority will convene to approve Resolutions adopting regular meeting dates for 2008.

A majority of City Council members may meet socially after the meeting. If so, the location will be announced by the Mayor. City business will not be conducted.

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during the meeting should notify the City Recorder at 435-615-5007 at least 24 hours prior to the meeting.

Posted: 01/07/08
See www.parkcity.org

PARK CITY REDEVELOPMENT AGENCY
SUMMIT COUNTY, UTAH
JANUARY 10, 2008

I ROLL CALL

II PUBLIC INPUT

III MINUTES OF MEETING OF NOVEMBER 15, 2007

IV CONSENT AGENDA

Resolution establishing a regular meeting date, time, and location for 2008 meetings and appointing officers of the Board of Directors of the Park City Redevelopment Agency

V ADJOURNMENT

PARK CITY MUNICIPAL BUILDING AUTHORITY
SUMMIT COUNTY, UTAH
JANUARY 10, 2008

I ROLL CALL

II PUBLIC INPUT

III MINUTES OF MEETING OF JUNE 21, 2007

IV CONSENT AGENDA

Resolution establishing a regular meeting date, time, and location for 2008 meetings and appointing officers of the Board of Directors of the Park City Municipal Building Authority

V ADJOURNMENT

PARK CITY WATER SERVICE DISTRICT MEETING
SUMMIT COUNTY, UTAH
JANUARY 10, 2008

I ROLL CALL

II PUBLIC INPUT

III MINUTES OF MEETING OF NOVEMBER 15, 2007

IV CONSENT AGENDA

Resolution establishing a regular meeting date, time, and location for 2008 meetings and appointing officers of the Board of Directors of the Park City Water Service District

V ADJOURNMENT

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
JANUARY 17, 2008

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Park City, Utah will **not** hold its regularly scheduled meeting on Thursday, January 17, 2008.

Note: This future meeting schedule is TENTATIVE and subject to change.
PARK CITY COUNCIL TENTATIVE MEETING SCHEDULE

January 2008

3-4 Visioning session
17 **No meeting – Sundance premiere**
24 Traffic calming update – work
Art Board interviews
Quarterly goal update
Swearing-in of Police Officer Dustin Brewer
Ordinance approving a plat amendment for 154 McHenry Avenue, Park City, Utah - KW
HFH – approval of land transfer
Ordinance - 650 Rossi Hill plat amendment - KC
Ordinance - 61 Thaynes plat amendment - KW
Ordinance – 439 Ontario Avenue plat amendment – KW
MFL – Pedigree dog sled race – Quinns Junction Sports Complex – February 2
Rail-Central
31 **Joe gone**
HPB expansion of roles - work
Tour of Silver Star Affordable Housing units

February 2008

7 Ordinance – 8999 Aster Lane plat amendment
14
21 **No meeting**
28

March 2008

7
14
21
28

Pending Items:

Resolution - Trails Master Plan
Business market analyses – Phases 1 and 2
Naming rights contract

City Council
Staff Report

Subject: 2007 Park City Golf Club Season Update
Author: Craig Sanchez, Clint Dayley
Department: Golf Shop / Golf Maintenance
Date: January 10, 2008
Type of Item: Informational

Summary Recommendations: Informational purposes only, no action or direction required

Description:

A. Topic: 2007 Golf Course season update

B. Background: Park City Golf Club consists of two separate work groups, the Golf Pro Shop department and the Golf Maintenance department, working toward a common vision: Park City Golf Club shall be the premier public golf course in the intermountain *region, providing value, challenge and a resort feel*. The golf pro shop department is a component of the Recreation / Library team and is responsible for the daily operations of the golf course. The golf maintenance department is a component of the City's Public Works department and is responsible for the daily maintenance of the golf course, golf course capital projects and during the winter, daily cross country course maintenance. The Golf Fund is a self supporting enterprise fund.

This season Park City Golf Club saw tremendous growth in the majority of its revenue producing areas. The major factor for these increases was the longevity of the season, early opening on April 1st, and a late closing of November 7th. As golf is a weather related sport, weather played a large factor. Besides the weekends in October, the season was warmer and drier than usual.

In our continuing effort to curtail expenditures, even with the length of the season the club experienced mostly flat or slight decreases in expenses.

C. Analysis:

Revenues:

Park City Golf Club realized a 15% increase in revenues over the 2006 season (attachment 1). The club took in $1,374,559 in total revenues for the season. This is the largest revenue producing season to date. This total is for the golf season only and does not include any off season revenues.

- Green fees: An increase of 16.3% ($101,705). Contributing factors: length of season, weather, increase in rounds, increase in daily fee players.

- Cart fees: An increase of 21% ($36,448). Contributing factors: increase in rounds.
- Pass Fees: A decrease of 0.7% ($5,273). Contributing factors: grandfathered season passes, decrease of 6 regular passes and 3 junior passes.
- Driving range fees: An increase of 15.8% ($8,206). Contributing factors: length of season, new driving range mats.
- Retail: An increase of 13.3% ($26,413) however margins were flat at 34.4%. Contributing factors: length of season, Utah State Women's Amateur.
- Lessons: Unchanged from 2006. Contributing factors: instructors are near max during peak season.

Expenses:

These numbers will not match the numbers from the Comprehensive Annual Financial Report as these numbers are calculated seasonally not fiscally (attachment 2).

Golf Pro Shop –

- Personnel: A decrease of 26% ($67,872). Contributing factors: volunteer program, shoulder season reductions.
- Materials / Supplies / Services – A decrease of 0.4%. Contributing factors: Decrease in retail expense line.

Golf Maintenance –

- Personnel: A decrease of 4.8% ($7,435). Contributing factors: Larger part-time workforce, recruitment challenges, shoulders season reductions.
- Materials / Supplies / Services – Totals for the 2007 were $104,726 this is a decrease of 8.7%.   Contributing factors: bulk discounts, postponed purchasing supplies.

Rounds:

Total rounds for the 2007 were 30,294 18 hole rounds (attachment 3), this is an increase of 14.1% (3,729).

Resident - Increase of 12.6% (1994). Contributing factors: length of season, extension of local rates to basin residents, no hotel construction, improved course conditions.

- Non Resident - Increase of 28% (1124). Contributing factors: length of season, more competitive rates, no hotel construction, improved course conditions.
- Season Pass - Decrease of .03% (109). Contributing factors: limited pass sales.
- Punch Pass - Increase of 11% (83). Contributing factors: increase in Sr. pass sales.
- Tournament / Lodging: Increase of 28% (334). Contributing factors: foundation of returning tournaments, increase in sales to groups.
- Comp rounds: increase of 20% (303). Contributing factors: volunteer program, length of season.

Programs:

- Park City Men's Golf Club – 238 members
- Park City Women's Golf Association – 75 18 hole members, 212 9 hole members.
- Park City Junior Golf Club – 104 members
- Junior Clinics – sold out 3 weeks of clinics, highly successful.
- Instruction – Slight increase in numbers from last year.
- Volunteer program – Our outside staff is now fully a volunteer program, this includes player assistance, and outside services personnel. This was the second full year of this program.

Special Events:

- Utah State Women's Amateur – hosted 101st annual women's amateur, received kudos from the Utah State Women's Golf Association on the organization of the event and the condition of the course.
- Park City Women's Golf Association Invitational – This is organized by our Women's 18 hole association, they raised $52,000 which was donated to the Huntsman Cancer Foundation and the Image Reborn Foundation.
- Rally for a Cure – This is an annual event run by our Women's association's all proceeds are donated to the Susan B. Komen Foundation.

Capital Projects:

- 1 tee box surrounding re-landscaped
- 18 new tee signs
- Majority of the sediment from the dredging of 18th lake shaped and sodded.
- 14th men's tee boxes built and sodded
- New cart paths installed on holes 12,13, 14
- Grading behind 13 green for X-country ski track
- Installed irrigation system along the perimeter of the cottages (course property)

Survey Results:

Attached (attachment 4) are the results and comments from our end of year survey. Surveys were sent out via e-mail to our frequent players. 134 customers responded to this survey. Overall course conditions, programs, and staff received positive responses. Areas of interest to staff are:

Pace of Play: we feel we are more aggressive than most courses in the area, most days we average 4 ½ hours per 18 holes. Staff will look at our current program and implement new strategies as needed.

Condition of Roughs: Staff did cut back on the watering of roughs about mid season to conserve water. This is the area which we have targeted as a low priority in our water conservation program during drought conditions.

Practice Facilities: Since the building of the Hotel (2002) our range has been mats only. We did replace some of our old mats with newer mats, and these new mats did receive positive comments by our users. We will look at the possibility of changing out more of the older mats.

Beverage Cart Service: This is operated as a concession; staff will meet with concessionaire to clarify customer expectations of their service.

Course Maintenance: For a decade the course suffered from hotel construction. This season we were able to take first steps in raising the level of course conditioning. Staff completed some major projects along with increasing the maintenance budget to improve the playing condition of the course. It will take at least two more years to get the overall condition of the course back to where it was in the mid 90's.

D. Department Review: This report has been reviewed and or received input from the Budget & Grants, Legal, Public Works, City Manager and Recreation & Library Departments.

Recommendation: Informational purposes only, no action or direction required

Attachment 1

	2000	2001	2002	2003	2004	2005	2006	2007
Green Fees								
APRIL	$26,000	$10,100	$0	$15,886	$18,650	$1,203	$6,052	$28,903
MAY	$64,000	$74,459	$60,600	$69,211	$56,763	$47,758	$58,439	$63,427
JUNE	$114,200	$122,650	$128,700	$126,772	$116,386	$109,063	$119,745	$134,782
JULY	$169,624	$156,100	$165,670	$174,946	$181,143	$180,021	$168,081	$175,116
AUGUST	$149,491	$161,226	$174,320	$162,801	$147,259	$149,740	$159,208	$171,006
SEPT.	$79,963	$110,803	$103,045	$114,500	$104,445	$98,996	$87,650	$111,139
OCT.	$29,038	$35,828	$30,474	$40,308	28,145	$31,270	$25,417	$33,252
NOV.	$0	$6,583				$1,338		$10,248
TOTAL	$632,316	$677,749	$662,809	$704,424	$652,791	$619,389	$624,592	$727,873
Pass								
APRIL	$0	$34,721	$0	$35,189	$52,500	$28,244	$18,910	$43,237
MAY	$45,000	$25,958	$56,400	$19,115	$10,878	$29,012	$37,872	$8,915
JUNE	$2,300	$5,999	$11,000	$11,755	$5,869	$4,987	$6,451	$6,665
JULY	$6,934	$4,550	$2,095	$3,223	$2,272	$1,537	$5,179	$4,322
AUGUST	$1,165	$1,500	$1,537	$2,468	$768	$1,936	$1,933	$1,677
SEPT.	$559	$600	$1,638	$912	$405	$298	$256	$810
TOTAL	$55,958	$73,328	$72,670	$72,662	$72,692	$66,014	$70,601	$65,626
Range								
APRIL	$0	$0	$0	$1,701	$1,900	$0	$226	$3,543
MAY	$0	$0	$6,300	$5,148	$3,695	$4,231	$5,436	$5,802
JUNE	$0	$1,020	$8,000	$6,411	$4,804	$6,884	$7,618	$8,642
JULY	$0	$9,840	$10,478	$9,038	$8,470	$10,066	$9,424	$10,109
AUGUST	$0	$9,512	$10,797	$7,055	$6,688	$8,809	$9,144	$9,898
SEPT.	$0	$5,727	$4,087	$2,871	$4,060	$4,133	$4,150	$5,459
OCT.	$0	$1,169	$1,301	$1,544	$1,136	$1,675	$972	$1,366
TOTAL	$0	$27,268	$40,963	$33,768	$30,753	$35,798	$36,970	$44,819
Cart								

APRIL	$6,400	$4,381	$0	$6,561	$7,772	$2,164	$1,862	$10,882
MAY	$18,000	$24,045	$16,000	$19,152	$17,493	$16,794	$20,047	$20,474
JUNE	$32,113	$33,713	$32,300	$30,876	$25,983	$25,440	$28,753	$35,250
JULY	$50,781	$47,580	$44,859	$45,512	$44,710	$47,479	$46,825	$47,728
AUGUST	$49,458	$49,227	$47,640	$48,015	$39,382	$40,913	$41,930	$48,432
SEPT.	$27,397	$35,458	$27,193	$28,497	$26,779	$26,070	$25,350	$31,782
OCT.	$9,515	$10,864	$8,431	$13,297	$8,757	$10,495	$8,811	$11,987
NOV.		$1,576				$384		$3,790
	$193,664	$206,844	$176,423	$191,910	$170,876	$169,739	$173,578	$210,325
RETAIL								
APRIL	$4,600	$3,779	$0	$4,601	$5,450	$1,175	$2,965	$9,553
MAY	$12,565	$17,006	$11,400	$16,693	$19,331	$15,965	$20,476	$18,857
JUNE	$23,463	$31,925	$34,428	$35,605	$33,279	$34,789	$36,455	$48,445
JULY	$26,000	$24,500	$33,603	$45,301	$38,625	$39,063	$36,589	$35,612
AUGUST	$41,630	$34,531	$37,178	$51,347	$47,269	$42,007	$43,702	$50,811
SEPT.	$35,589	$36,829	$26,079	$37,271	$31,494	$35,067	$29,174	$28,319
OCT.	$17,988	$24,279	$20,481	$26,215	$26,934	$25,211	$26,371	$25,254
NOV.		$6,302		$1,064		$1,558		$7,500
TOTAL	$161,835	$179,151	$163,169	$218,097	$202,382	$194,835	$195,732	$224,351
Total	$1,043,773	$1,164,340	$1,116,034	$1,220,861	$1,129,494	$1,085,775	$1,101,473	$1,272,994
MISC. REVS								
APRI.							$2,709	$3,458
MAY							$36,669	$36,014
JUNE							$34,663	$21,459
JULY							$11,907	$16,418
AUGUST							$10,450	$10,670
SEPT.							$5,738	$2,500
OCT.							$424	$732
NOV.								$602
	$81,187	$66,353	$66,452	$60,285	$72,993	$85,222	$102,560	$91,853
TOTAL	$1,124,960	$1,230,693	$1,182,486	$1,281,146	$1,202,487	$1,170,997	$1,204,033	$1,364,847

Attachment 2

GOLF COURSE EXPENSE 2006 & 2007 SEASONS

2006 SEASON	April	May	June	July	August	September	October	November	**TOTAL**
Pro Shop Personnel	18,940	34,556	45,507	37,793	36,202	43,763	17,669	27,688	**262,119**
Pro Shop Materials, Supplies & Services	22,275	17,605	64,100	22,937	40,851	17,841	25,067	5,622	**216,297**
Pro Shop Capital	28	229	0	0	24	0	0	0	**281**
Pro Shop Debt Service	5,224	0	552	(552)	0	0	0	0	**5,224**
Pro Shop Interfund Transfer	4,212	4,212	4,211	4,212	4,212	4,212	4,212	4,212	**33,695**
									$517,616
Golf Maint. Personnel	15,126	14,677	17,335	24,058	22,661	28,600	21,653	12,064	**156,175**
Golf Maint. Materials, Supplies & Services	21,205	2,245	19,616	9,008	15,049	8,522	32,584	6,449	**114,678**
Golf Maint. Interfund Transfer	7,295	7,295	6,797	7,295	7,295	7,295	7,295	7,295	**57,862**
									$328,715

2007 SEASON	April	May	June	July	August	September	October	November	**TOTAL**
Pro Shop Personnel*	9,150	25,984	40,252	18,492	25,703	26,138	8,645	39,774	**194,137**
Pro Shop Materials, Supplies & Services	25,534	39,277	23,875	34,407	31,400	28,100	20,678	6,172	**209,442**
Pro Shop Capital	0	0	0	0	0	0	0	0	**0**
Pro Shop Debt Service	0	0	7,886	0	0	0	0	0	**7,886**
Pro Shop Interfund Transfer	4,212	4,212	4,211	4,212	4,212	4,212	4,212	4,212	**33,695**
									$445,160
Golf Maint. Personnel	9,950	17,031	29,259	19,617	22,193	24,870	14,978	10,841	**148,740**
Golf Maint. Materials, Supplies & Services	4,090	9,468	23,208	2,840	7,085	11,642	31,085	15,308	**104,726**
Golf Maint. Interfund Transfer	7,295	7,295	7,397	7,303	7,303	7,303	7,303	7,303	**58,502**
									$311,968

SUMMARY

Expense reductions in 2007

Pro-shop -	**72,456**
Maint.	**16,747**
Total	**$89,203**

* November includes a budget adjustment to reflect actual personnel costs

Attachment 3

RESIDENT	2000	2001	2002	2003	2004	2005	2006	2007
APRIL	882	324	0	579	561	54	266	1054
MAY	1655	1925	1745	1789	1617	1823	2110	2225
JUNE	1828	2108	2751	2473	2454	2514	3043	3117
JULY	2415	2954	3292	3503	3135	3962	4097	4035
AUGUST	2509	2710	3259	2942	2304	3382	3536	3630
SEPT.	1420	1722	1499	1580	1648	2017	1977	2275
OCT.	637	858	747	947	634	1050	834	1061
NOV.		248						460
TOTAL	11346	12849	13293	13813	12353	14802	15863	17857
Season P								
APRIL	0	105	0	142	190	27	43	196
MAY	290	686	613	470	633	311	497	450
JUNE	603	778	800	696	746	608	656	529
JULY	767	994	892	826	803	777	738	626
AUGUST	579	833	785	730	645	649	628	568
SEPT.	530	525	490	602	557	471	363	370
OCT.	276	394	297	391	125	293	242	231
NOV.		105						88
TOTAL	3045	4420	3877	3857	3699	3136	3167	3058
N-Res								
APRIL	324	95	0	146	204	0	16	196
MAY	978	703	636	733	671	385	307	336
JUNE	1675	1644	1273	1068	1072	691	658	787
JULY	2807	2236	1874	1919	1873	1532	1099	1380
AUGUST	2116	2205	1899	2080	1328	1282	1006	1226
SEPT.	1391	1273	928	1134	882	871	596	771
OCT.	451	475	410	740	455	434	328	363
NOV.		51						75
TOTAL	9742	8682	7020	7820	6485	5195	4010	5134
Punch p								
APRIL	0	3	0	23	20	3	4	23
MAY	70	81	55	81	60	80	55	62
JUNE	208	159	151	118	143	119	138	141
JULY	282	212	164	183	191	197	206	207
AUGUST	194	205	177	167	125	157	200	201
SEPT.	127	94	110	113	101	103	123	142
OCT.	29	27	45	42	25	51	24	44
NOV.		7						13
TOTAL	910	788	702	727	665	710	750	833
TOUR-LODG								
APRIL	0	0	0	20	0	0	0	0
MAY	14	101	30	126	93	0	28	14
JUNE	337	294	219	469	90	345	155	292

JULY	459	233	254	237	270	236	241	243
AUGUST	528	464	392	218	321	314	438	450
SEPT.	366	630	663	569	518	296	305	453
OCT.	171	40	36	4	73	23	27	76
NOV.		0						0
TOTAL	1875	1762	1594	1643	1365	1214	1194	1528
	26918	28501	26486	27860	24567	25057	24984	28410
COMP.								
APRIL	100	44	0	80	137	4	25	131
MAY	328	364	388	301	434	227	202	232
JUNE	423	407	549	361	423	311	341	324
JULY	532	533	793	487	537	374	390	358
AUGUST	979	656	528	450	409	345	315	354
SEPT.	416	809	410	327	330	255	172	268
OCT.	124	220	225	238	208	160	136	149
NOV.		76						68
TOTAL	2902	3109	2893	2244	2478	1676	1581	1884
ROUNDS	**29820**	**31610**	**29379**	**30104**	**27045**	**26733**	**26565**	**30294**

Attachment 4

1. Condition of Greens		Response Percent	Response Count
excellent		8.2%	11
above average		**59.0%**	79
average		30.6%	41
below average		2.2%	3
poor		0.0%	0
		answered question	**134**
		skipped question	**0**

2. Condition of Tees		Response Percent	Response Count
excellent		11.4%	15
above average		**43.9%**	58
average		36.4%	48
below average		7.6%	10

2. Condition of Tees			
poor		0.8%	1
		answered question	**132**
		skipped question	**2**

3. Condition of Fairways			
		Response Percent	**Response Count**
excellent		11.5%	15
above average		**49.6%**	65
average		32.8%	43
below average		6.1%	8
poor		0.0%	0
		answered question	**131**
		skipped question	**3**

4. Condition of Roughs			
		Response Percent	**Response Count**
excellent		11.2%	15

4. Condition of Roughs		
above average	32.8%	44
average	**50.7%**	68
below average	6.0%	8
poor	0.0%	0
	answered question	**134**
	skipped question	**0**

5. Golf Shop Product Selection		
	Response Percent	**Response Count**
excellent	16.0%	21
above average	36.6%	48
average	**42.0%**	55
below average	5.3%	7
poor	0.8%	1
	answered question	**131**
	skipped question	**3**

6. Beverage Cart Staff		
	Response Percent	Response Count
excellent	13.0%	17
above average	25.2%	33
average	**40.5%**	53
below average	14.5%	19
poor	8.4%	11
	answered question	**131**
	skipped question	**3**

7. Golf Shop Staff		
	Response Percent	Response Count
excellent	**76.1%**	102
above average	21.6%	29
average	2.2%	3
below average	0.0%	0

7. Golf Shop Staff			
poor		0.0%	0
	answered question		**134**
	skipped question		**0**

8. Men's League			
		Response Percent	**Response Count**
excellent		38.3%	31
above average		**44.4%**	36
average		17.3%	14
below average		0.0%	0
poor		0.0%	0
	answered question		**81**
	skipped question		**53**

9. Women's League's			
		Response Percent	**Response Count**
excellent		**41.7%**	30

9. Women's League's		
above average	40.3%	29
average	16.7%	12
below average	1.4%	1
poor	0.0%	0
	answered question	**72**
	skipped question	**62**

10. Junior League		
	Response Percent	**Response Count**
excellent	37.9%	11
above average	**41.4%**	12
average	17.2%	5
below average	0.0%	0
poor	3.4%	1
	answered question	**29**
	skipped question	**105**

11. Junior Camps		
	Response Percent	Response Count
excellent	**44.4%**	12
above average	40.7%	11
average	14.8%	4
below average	0.0%	0
poor	0.0%	0
	answered question	**27**
	skipped question	**107**

12. Instruction		
	Response Percent	Response Count
excellent	**58.8%**	47
above average	35.0%	28
average	6.3%	5
below average	0.0%	0

12. Instruction			
poor		0.0%	0
		answered question	**80**
		skipped question	**54**

13. Lesson Availability			
		Response Percent	**Response Count**
excellent		**38.5%**	30
above average		34.6%	27
average		25.6%	20
below average		1.3%	1
poor		0.0%	0
		answered question	**78**
		skipped question	**56**

14. Tee Time availability			
		Response Percent	**Response Count**
excellent		28.2%	37

14. Tee Time availability

above average		**42.7%**	56
average		21.4%	28
below average		6.9%	9
poor		0.8%	1
	answered question		**131**
	skipped question		**3**

15. Pace of Play

		Response Percent	Response Count
excellent		7.7%	10
above average		40.8%	53
average		**41.5%**	54
below average		10.8%	14
poor		0.8%	1
	answered question		**130**
	skipped question		**4**

16. Practice Facilities

		Response Percent	Response Count
excellent		3.1%	4
above average		10.2%	13
average		**38.6%**	49
below average		36.2%	46
poor		13.4%	17
	answered question		**127**
	skipped question		**7**

17. Rates for Play

		Response Percent	Response Count
excellent		25.0%	33
above average		28.0%	37
average		**41.7%**	55
below average		4.5%	6

17. Rates for Play			
poor		1.5%	2
	answered question		**132**
	skipped question		**2**

Comments:

You are all great. I really enjoyed the summer/fall. Thanks!

It was a GREAT YEAR!!

Ability to practice on grass

On course restrooms in poor condition

THANKYOU

Craig Sanchez and his staff do a superb job of making players welcome. I love coming to this golf course! They work so hard and are so competent--kudos to all of them!

pro shop staff is excellent as always

Course still needs a lot of work as it has been a couple of years since the hotel/housing construction. Money should be spent to make course a 1st class golf course - it is a great draw to have a golf course in the middle of a town.

SAND ON CARTS. SAND ON TEE BOXES. REMOVE GRASS FROM FAIRWAY YARDAGE MARKERS.

The tree pruning makes the golf coarse better than its ever been! GREAT JOB TREE CUTTERS.

Keep trimming the trees and get some real sand for the traps..

Nice job overall!

THANKS FOR ALL YOU DO FOR US HACKERS.

I love the way the bottoms of the trees were cut. It should really help in speeding up play thus putting more money in the city's pockets.

Thanks to all the golf course staff for a great year. See you next spring.

We play a hell of a lot more at Wasatch and Soldier...because of the lower rates, than we do at Park City. The course was in crappy shape most of the year due to construction and dirt moving...and yet rates didn't vary a bit.

I played about 15 times this year and saw the beverage cart once.

move the tees on 7 & 9 & 12 back for black

Park City Golf is a Jewel in the rough. If the City would be willing to spend a couple million dollars to clean up the edges, the course would be a premier Golf Course in the United States.

Put a soil/seed mix on carts to fill divots !!!!

Love the staff!

Denise is doing a great job but she needs help so she can spend more time helping the golfers with their needs. The front desk staff doesn't know enough about the clothes to help.

I enjoy playing Park City Golf course. The staff is very friendly and does a great job to accomodate the golfers.

Driving range with grass no mats. Great service! Get dogs to chase away geese. Too much poop on back nine. Do your own cart service next year. Never saw a cart during womens league.

I thought the greens were very dry this year and rough. It would've been nice to even see a cart once in a while-rarely saw one when playing in the women's league. Although I understand that you were trying to improve the course this year, the constant tractor and bulldozer movement and noise was extremely distracting and made playing difficult to enjoy.

I'd really like to see the jr. league run better. It would be nice if the score counted. It would be nice if the course encouraged more girls to play. It would be best to group kids of the same age bracket. It would be nice to have some staff out there helping kids. It would be nice to have contests and freebies. I would like it if high school aged girls could play on the womens league, which I think is run much better and would be a lot more fun for that age of girl.

It didn't seem like the beverage cart was available much during ladies play on Tues evenings. Thanks for a great time!

I love playing at Park City, and I realize it's a municipal course, so i will forgive it's downfalls.

Park city golf couse is a great value for the price. The only impovement could be the driving range. But space may limit what changes could be made.

Trim the trees in front of the Ladies Tee Box on hole # 5. Some of us cannot hit over them,(like me!) and soon there will be NO opening to get thru. I don't care if those trees die-trim them WAY back, PLEASE!!!

Very professional staff, very courteous and helpful. The course condition and improvements make for a very enjoyable golfing experience.

Hate the mats on the driving range. Need to see ranger more often on ladies' day - and, though the staff is great, party cart is scarse. The staff is more than wonderful to us. Thanks for a great season.

The cart paths must be inproved, and all dirt removed from course.

Could you please alternate starting on front and back nine so that those of us in the nine hole league have a chance to play both? It was becoming rather boring just playing 9 thru 18. Really enjoyed the season though.

As a Park City resident who plays regularly (at least 2X per week), I wish that you would provide a deeper discount on greens fees. We get very little price break and must compete with visitors for T-times. Most of us would play more if you would accomodate locals in this way.

Only have played for two seasons, and part time at that, so I don't consider myself a great survey person at this time!

Craig, Vaughn, Ben, Ken, Hupe and Denise are a great team. Bunkers need work! Tree trimming is a major improvement toward "pace of play". We need length...move/build new black tees on #7, #8, #9, #12 and #16. Bring water back in front of #11 green and across #1 fairway! Thanks for a great year! I look forward to getting my ass kicked on #14 again!

Great work by the staff in the pro shop. But below par performance with course maintenance including weed control, greens aeration and sanding, tree trimming, cleanup and all other general upkeep. Through the efforts of pro shop staff and mens club members, many of the trees along the course were trimmed which has helped improve the pace of play, improve the health of the trees by cutting out dead growth and removing suckers and has improved the look of the course asthetically. The yardage markers on the fairways were completely grown over with grass, requiring the golfers to trim those areas as well. MORE FUNDS SHOULD BE ALOTTED TO MAINTAIN THE BASIC OVERALL INTEGRITY OF THE COURSE.

Kudos to ALL! Nice job!

Women's tee boxes, particularly #3,#11, #13, & #17 need to be leveled. Because so many people walk, need sand and seed on every tee box so tee boxes can get readily repaired.

Thanks to all the great staff! You guys are very accomodating and friendly and a pleasure to deal with, especially Jeff! Thanks for a great season!

I would love to see more womens gloves/there are never a size that fits or there arent any.

you need a head pga pro like Bob Rudd

Many of my friends from out of town comment on the courtesy of the staff and condition of the course and club house. Usually they remark that Park City Staff, and course put their home course to shame. We are lucky to have the facility. Many thanks

The staff is most accomodating.they make outsiders feel part of family. we look forward to next year. Pete Record Palm Spring ca

par 3 tee boxes seemed a bit beat up

Please change the rule that only 18 hole women golfers can play the front nine during peak hours. One gets tired of the same holes all the time. Don't think it is very fair. Thanks.

It would be great if a Rules Clinic for the women could be held in early June when people are back from their "shoulder season" travels. Thanks!

Great crew but course conditions and construction was a distraction. Growing pains. Thanks and see you next year.

Put more sand on greens after aerating.

tee condition rating due to a couple of holes on back nine

Looking forward to a year with no construction. All in all a great job.

With volunteers from the pro shop and mens league the course is "starting' to look like the resort course it's meant to be and the way it used to look. The maint. staff did a great job for the limited bodies and funds not syphoned away to other city amenities (white elephants). The out of town guest rates could stand to be raised to, at least, the Homestead or higher. Please look into building new courses, maybe joint venture City/County to take some of the pressure off this nice course before we "love it to Death"

Love the course and love the staff. Negative comments are the course overall has gotten way too crowded and the pace of play with this on other than Men's League (and it too often moves at a snails pace)if often frustratingly slow. This has caused myself and a lot of other people to spend more time at other courses. Specifically, Soldier Hollow has become a wonderful place to play. They have a great Monday evening Couples League(nine and dine!) and the y also offer a food and snack bar with great hamburgers, breakfast, salads, soda and beer, that is very high quality and the prices are hugely lower than anything PC Muni has to offer. Our food service and offerings are WAY below par. Regarding course maintenance and contruction, many were dissappointed that it took so long to sod and fix the piles of dirt left over from last year. The Tee box on 14 was never sodded or fixed until the very end of the season. The womans Tee box on 18 stayed a bare pile of dirt all year and still hasn't been sodded. This does not appear to be things that should have been too difficult to complete earlier in the season. Regarding the new rock tee markers. Great idea, but someone really dropped the ball on the design of lettering on these. Great large size stones with little tiny lettering. Check Park Meadows or most any other course to see what we are talking about. Seems like someone should have had someone provide them with a "sample" to look at before they gave them to go ahead. If they did, someone sure wasn't thinking. Maybe it cost a few dollars more for the bigger fonts and lettering, but it would have sure looked a lot better. Penny wise and pound foolish if this was a cost saving issue.

I would recommend making the jr. program tees permanent for older or slower players.

need sand/seed mix on holes where irons are used off the tee

Good job by all. Dennis Berkholtz

Golf Staff~ "Beyond Excellent"

I haven't played at too many courses so my experiences are rather limited. I enjoyed playing at Park City.

You have a great staff.! I always enjoy coming to the course. I would like to see more stock in the pro shop. There isn't much to choose from when we win the big tournaments.

Party cart just wasn't seen very regularly.....besides that everything was great....thanks for the great golf season...

Only wish I could play more golf!

The staff is extremely professional!!!

Staff is always accomodating. Whole course in solid shape throughout the season. New tees on 14 and grown in mounds from 14 - 18 will be great fun next season.

I didn't comment on the ones that weren't applicable. I love the fact that the pro shop staff is very friendly and very accessible. As a chick, it is really nice to not be ignored when I walk into a pro shop.

The beverage cart service was pitiful. It was impossible to get a beverage during league play or any other time for that matter. I played on father's day and it blew me away that there was no cart service at 3:00 in the afternoon. Insane! There were some thirsty Dad's out there. The contract should not be renewed. The new golf cars are very sweet.

It was a great season, lots of projects seem to get done, love the trees. Course seemed to have a much better consisitency of care this year. Great staff!

The course is a City of Park City facility. The rates should be significantly less for residents of Park City than County and non-residents.

City Council Staff Report

Subject: Snow Creek Housing
Author: Phyllis McDonough Robinson
Department: Sustainability Team
Date: January 10, 2008
Type of Item: Worksession

Summary Recommendation: Staff requests Council discussion and direction on the proposed site plan for the Snow Creek Housing Project prior to submission of a Preliminary Master Planned Development application.

Description:

Topic: Affordable Housing

Background:
In November 2007 Council authorized Staff to proceed with Phase I of the Snow Creek Housing Development. In December 2007 the City and Elliott Workgroup conducted a public design charette for the Snow Creek Housing Development. The purpose of the charette was to develop several alternative conceptual designs. The design team considered road layout, unit size, configuration, density, access and preliminary green building design in creating alternative site plans. During the course of the day community members, professionals in the building industry, City staff and council members stopped by to provide feedback on the plans as they developed. Approximately 25 – 30 people stopped by during the course of the day. The preferred conceptual site plan was presented at a public wrap-up of the day. Attachment A is the conceptual site plan that evolved over the course of the charette.

Analysis:
The Snow Creek Housing Project is an affordable, owner-occupied, environmentally responsible neighborhood targeted to the local workforce. A mix of unit sizes and sales prices are anticipated with a preference for the development of at-grade units. The units will be sold as primary residences with resale restrictions and owner-occupancy requirements.

<u>Preliminary Master Planned Development</u>
At this stage, Staff is asking for Council direction on the conceptual site plan in order to proceed with a Preliminary Master Planned Development (MPD) application. The preliminary MPD is required prior to submission of the MPD application. The pre-MPD application provides the public and Planning Commission the opportunity to give preliminary comment on the proposed project before detailed plans are developed and a formal application is submitted. At the pre-MPD stage the Planning Commission reviews the initial design, holds a public hearing and makes a determination as to

compliance with the General Plan. A formal MPD application will be filed based upon the Planning Commission's findings at the pre-MPD hearing.

The design team has continued to refine the site plan based upon the project goals, feedback from the charette wrap-up and preliminary comments from the City Engineer and Chief Building Official. Staff is requesting Council discussion and direction on the proposed density, site configuration and layout in order to proceed with the pre-MPD application. Attachment B is the revised site plan. Key elements of the site plan include:

Project Ownership:	Condominium project
Project Size:	13 owner-occupied detached units
Unit Size:	1500 – 1800 square feet with two car garage
Land Ownership:	Land trust or other public ownership of project open space.
Access:	Three potential access sites are under evaluation. Option 1 is from Snow Creek Drive and is shown as the current access on the site plans. It is likely to be a more expensive access due to road widths and stream and trail crossing. It does not require any third party easements or approvals. Option 2 is to the rear of the site and is less disruptive to existing stream and trail corridors. Option 2 would require third party agreements which may or may not be available. Option 3 is also from Snow Creek Drive and provides a more distinct entrance into the development. It has the most significant engineering issues to overcome and is the least preferred option. Staff will continue to explore these options over the upcoming months and prepare cost and engineering estimates. We will update Council as we move toward final project design.

Is Council comfortable moving forward with the pre-MPD application at this time?
Upon positive direction from Council, staff is prepared to submit a pre-MPD application.
Staff will return to Council following the pre-MPD action by Planning Commission with additional information related to the unit design including exterior and interior materials, unit pricing and green elements. A preliminary project schedule is included as Attachment C. Nothing in Council's direction on the pre-MPD application presupposes any public approvals. Any application will be evaluated by the Planning Commission and either approved or denied with the applicable Land Management Code criteria. Council is acting solely in its capacity as property owner.

<u>Land Ownership Structure</u>

Staff is recommending that consideration be given to the creation of a land trust for the property***.*** Council earlier provided direction that the land will be donated to the project. Under this scenario the buyer essentially is purchasing the improvement (the house). This benefits a moderate income buyer because the property tax will be based upon the improvement only thus increasing affordability. It benefits the City because the land remains in City ownership and thus provides a level of security on trail access, wetlands and habitat preservation. ***Is Council interested in staff further pursuing a land trust or other alternative ownership structure?***

Department Review:
This report was reviewed by City Manager, Planning, Building and Engineering.

Alternatives:

A. **Approve the Request:** Staff recommends that City Council authorize staff to submit the pre-MPD application for the Snow Creek Housing Project as shown on Attachment B.

B. **Deny the Request:** Council may direct staff to discontinue work on the project at this time. This would result in the project being removed from the staff's work program.

C. **Modify the Request:** Council can modify key element(s) of the site plan prior to the pre-MPD application. Staff would return with a revised site plan for further Council direction.

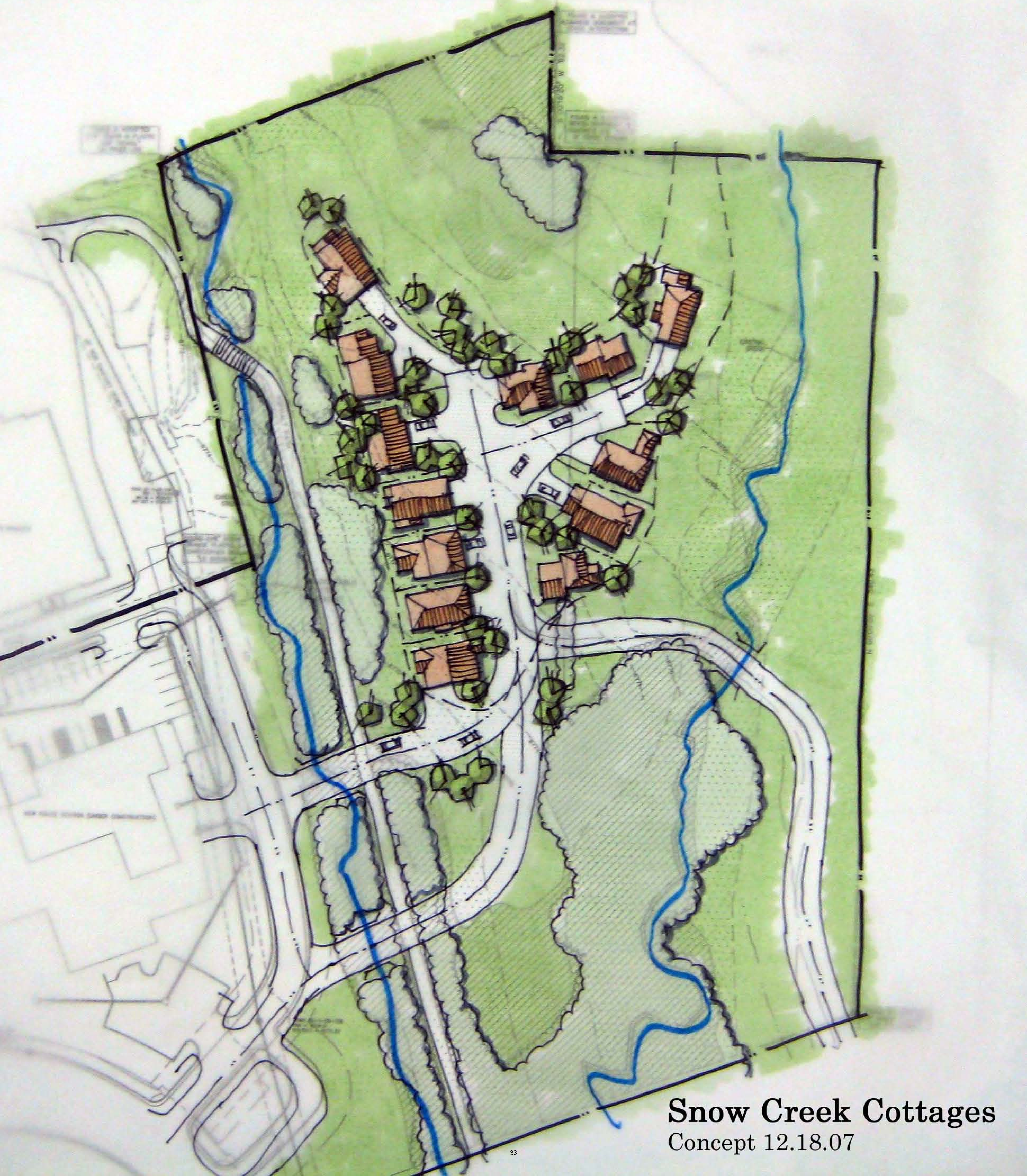
D. **Continue the Item:** Council could direct staff to return with additional information on the site plan elements. This will delay the submission of the pre-MPD application.

E. **Do Nothing:** This would have the same effect as denying the request.

Significant Impacts
Funds for this contract are available in the Housing CIP. The most significant impact of not moving forward with this project is the potential loss of affordable home ownership options in the City.

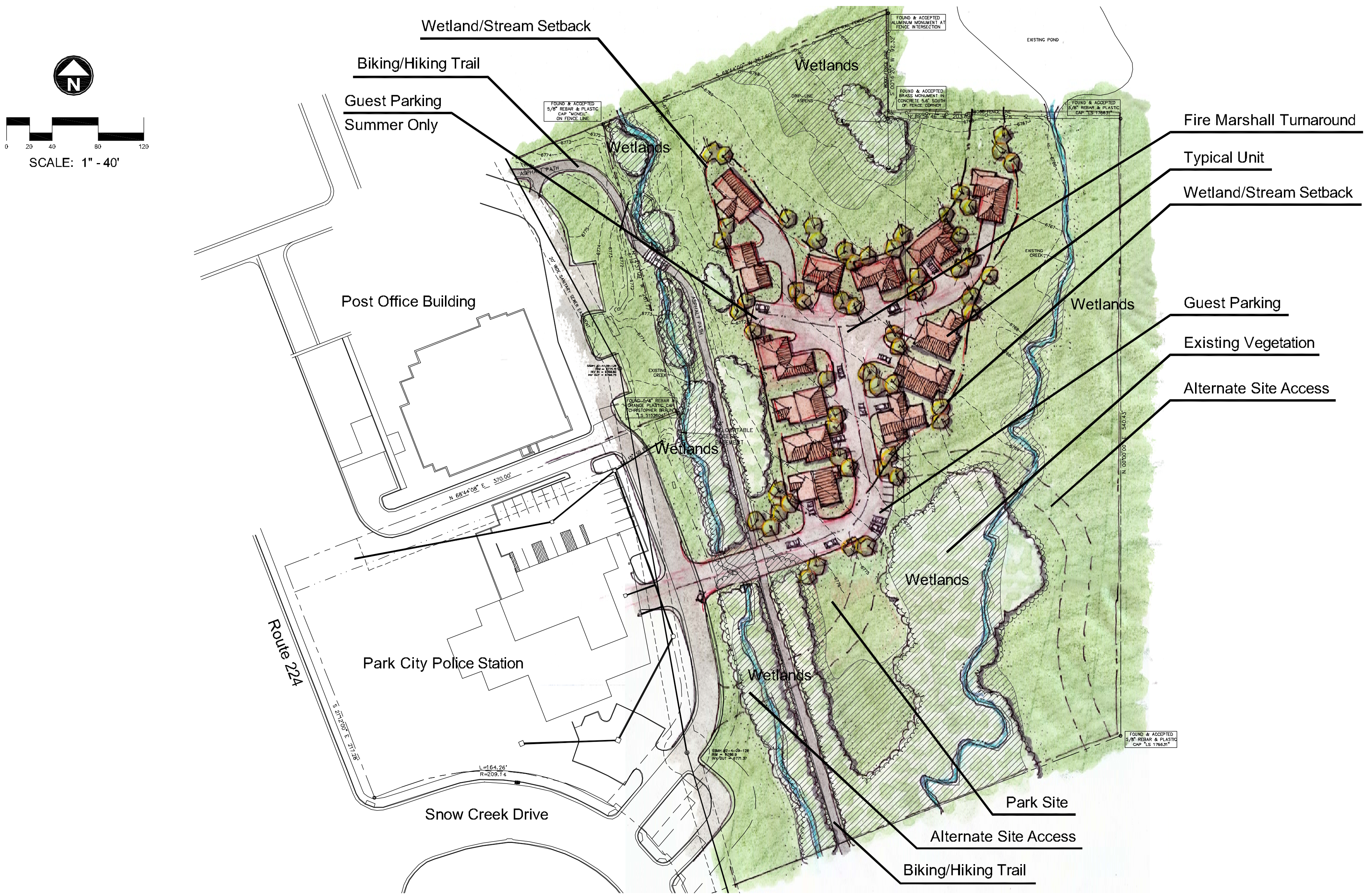
Recommendation: Staff requests Council discussion and direction on the proposed site plan for the Snow Creek Housing Project prior to submission of a Preliminary Master Planned Development application.

Attachments:
Attachment A: Charette Wrap-Up Site Design
Attachment B: Proposed Site Plan for pre-MPD application
Attachment C: Project Schedule



Snow Creek Cottages

Concept 12.18.07



Snow Creek Cottages
Concept Plan

Park City, Utah

Pre-MPD Application
January 2008

ELLIOTT-WORKGROUP architecture

Land SOLUTIONS PLANNING & DESIGN

Attachment C Preliminary Development Time Line[1]	
Task	**Status**
Wetland Delineation	**Completed**
Army Corps Review	**Completed**
Boundary and Topo Survey	**Completed**
Draft RFP	**Completed**
Legal Review	**Completed**
Finalize and Issue RFP	**Completed**
RFP	**Completed**
RFP Review	**Completed**
RFP Selection/Contract Award	**Completed**
Site Alternatives Charette	**Completed**
Council Worksession	**Jan-08**
Pre MPD Application	**Jan-08**
Development Review Meeting	**Feb-08**
Pre-MPD Hearing	**Feb-08**
Subdivision/MPD Application	**Feb-08**
Subdivision/MPD 1st Public Hearing	**Mar-08**
Subdivision/MPD 2nd Public Hearing	**Mar-08**
Construction Financing Proposals	**Mar-08**
Construction Docs Developed	**Apr-08**
Construction Docs Bid (60% completion)	**Apr-08**
Contract Award	**May-08**
Establish Pricing, Deed Restrictions	**May-08**
Ground Breaking	**May-08**
Clearing/Grubbing Permits	**May-08**
Construction Permits	**Jun-08**
Construction Begins	**Jun-08**
Marketing Begins	**Jun-08**
Construction Completion	**Mar-09**
Occupancy	**Mar-09**

[1] Timeline may be affected by outside permitting processes by state/federal regulating agencies.

PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
DECEMBER 20, 2007

Present: **Mayor Dana Williams; Council members Marianne Cone; Candace Erickson; Roger Harlan; Joe Kernan; and Jim Hier**

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Alison Butz, Environmental Specialist; and Kent Cashel, Assistant Public Works Director

Dick Pick, President of Board of Trustees, Park City Historical Society

1. Council questions/comments. Roger Harlan thanked the Human Resources Department for organizing the Christmas party and reported on the WALC meeting. He commented on how much he enjoyed working with Marianne Cone over the past two years. Jim Hier commented on the great participation in the design open house on the Snowcreek affordable housing project and also complimented the new police facility. Mr. Hier stated that the City is a better organization for having Marianne Cone as a Council member over the past four years and cited the pump system in the police station as a good example of one of her insights. Candace Erickson stated that Ms. Cone has been the voice of Old Town which has been extremely valuable for members. Joe Kernan agreed and pointed out her support of public art and the Historic District, but that her passions are balanced with openness to different ideas. He also attended the affordable housing open house and the Fire District's truth in taxation public hearing. Marianne Cone reported that the HPB is working on amending the Historic District Guidelines and she commented on the good ideas shared at the Snowcreek housing open house. She referred to the time it takes to serve on Council and associated liaison roles, but the most demanding aspect in her opinion is making decisions, which can not be counted in hours.

Mayor Williams referred to Chief Lloyd Evans' announcement to retire and commented on the improvements made in the Department under his leadership. The ground-breaking for the museum expansion occurred during the week. The Mayor felt confident that the affordable housing units proposed at Snowcreek will be a success,

2. Historical Society's request for wavier of building-related fees. Alison Butz, covering for Jon Weidenhamer, explained that the fees for the expansion project totals $42,558. In previous meetings, Council was not inclined to consider fee waivers, but the City has received a formal request from the Historical Society. The City Manager may recommend waivers with adequate findings. Staff feels there is a public nature to the project and recommends a full waiver. In addition to the building permit application fees, incidental fees requested include sign and public art permits which are under $100. Jim Hier pointed out that since the Museum will remain a City building, waiving fees seems appropriate and Candace Erickson agreed. Joe Kernan felt the project is a benefit to the community and Roger Harlan believed the expanded Museum will be an attraction on Main Street. All members agreed to waive the fees requested.

3. Richardson Flat Park and Ride. Kent Cashel explained that the letter of intent with United Park City Mine Company provides for the planning, design and construction of the park and ridge stipulated as part of the development agreement of Flagstaff. Although not legally binding, letters of intent have been effective in the past by setting forth an understanding between parties. It is important that the City work jointly with UPCM so that the project meets our expectations on a number of levels. The letter of intent focuses on project schedule, roles and responsibilities, sustainable design and construction elements, progress reporting, and identifying key contacts. Mr. Cashel described amendments recommended by Jim Hier. Add a sentence to Paragraph 3, *Park City Municipal Corporation will provide the above plans on or before January 15, 2008*; in Paragraph 9, replace the word *regular* with the word *monthly*; and adding the following at the end of the last sentence, *commencing on January 15, 2008.* David Smith of Talisker has stated that he is comfortable with these changes.

Dana Williams encouraged a good lighting plan and reported that a lot of lighting in China is solar driven. Candace Erickson commented on interior landscaping which may hinder snow removal and take up valuable parking space. Kent Cashel noted that landscaping will be drought tolerant and Ms. Erickson clarified her concern. The Mayor hoped some landscaping materials could be upgraded with larger plants. There was discussion about balancing lighting with security needs. Since this is a Summit County project, Jim Hier asked that the Council be updated in advance of the meeting for potential input which should be part of the review process. Mr. Cashel agreed and noted that the City will likely be responsible for a portion of the road and there is some federal money for that project. The City has also earmarked operating money from transfer fees once the facility is in operation. Marianne Cone hoped this park and ride will reduce some of the volume on SR 248 during peak hours. Joe Kernan spoke about the challenge of formulating incentive programs and Kent Cashel agreed that this will be a tough sell since there is parking in town. However, it can be used for worker parking as part of construction mitigation plans.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
DECEMBER 20, 2007

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, December 20, 2007. Members in attendance were Dana Williams, Marianne Cone, Candace Erickson, Roger Harlan, Jim Hier, and Joe Kernan. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Phyllis Robinson, Community and Public Affairs Manager; and Kathy Lundborg, Water Manager.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

1. Thaynes Canyon water quality incident - Kathy Lundborg, Water Manager, reported that the results from the Thaynes Canyon water samples reveal that the metal concentrations are dropping. More information will be available tomorrow on today's samples and the trend of cleaner and clearer water is encouraging. She stated that the cause for the water contamination has not been determined. Marianne Cone felt that staff has handled the situation in a straight-forward manner providing the public with information as soon as it is available.

2. Two-millionth rider on the transit system – Phyllis Robinson reported that this celebration will take place on Saturday at the new transit hub at The Canyons. This is the first time the transit system has hit the 2,000,000 mark in one year in its history.

3. Farewell to Council Member Marianne Cone – The Mayor stated that Council Member Marianne Cone has served the City exceedingly well over the past four years and it has been a pleasure working with her. The City Council presented her with a gift. Ms. Cone stated that one of the things that drove her to seeking the position was that the City Council seemed to be having fun. Members work well together and the employees do a great job.

4. Resolution proclaiming the Mayor's and City Council's appreciation of Corporal Christopher Melle Bova's patriotic commitment to serve our Country – The Mayor read the resolution into the record and presented a resolution to his mother and father.

5. City Council disclosure – Joe Kernan stated that United Park City Mines is among his recycling business customers.

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

None.

IV WORK SESSION NOTES AND MINUTES OF MEETING OFDECEMBER 6, 2007

Roger Harlan, "I move approval of the work session notes and minutes of the meeting of December 6, 2007". Marianne Cone seconded. Motion unanimously carried.

V NEW BUSINESS *(new items with presentations and/or anticipated detailed discussions)*

Letter of Intent with United Park City Mines Company to design, plan and construct the Richardson Flat Park and Ride – See staff report and work session notes. Marianne Cone, "I move we approve a Letter of Intent with United Park City Mines Company to design, plan and construct the Richardson Flat Park and Ride (as corrected in work session)". Joe Kernan seconded. Motion unanimously carried.

VI ADDITIONAL DISCUSSION – AGENDA ITEMS

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 3 p.m. Members in attendance were Mayor Dana Williams, Marianne Cone, Candace Erickson, Roger Harlan, Jim Hier, and Joe Kernan. Staff present were Tom Bakaly, City Manager; Mark Harrington, City Attorney; Myles Rademan, Public Affairs Director; Alison Butz, Environmental Specialist; Ken Fisher, Recreation Director; Patrick Putt, Planning Director; and Stacey Noonan, Recreation Complex Manager. Marianne Cone, "I move to close the meeting to discuss property and litigation". Roger Harlan seconded. Motion carried unanimously. The meeting opened at approximately 5 p.m. Marianne Cone, "I move to open the meeting". Jim Hier seconded. Motion unanimously carried.

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

Prepared by Janet M. Scott, City Recorder

PARK CITY REDEVELOPMENT AGENCY
SUMMIT COUNTY, UTAH
JUNE 21, 2007

I ROLL CALL

Chairman Dana Williams called the regular meeting of the Redevelopment Agency to order at approximately 7 p.m. at the Marsac Municipal Building on Thursday, June 21, 2007. Members in attendance were Dana Williams, Marianne Cone, Roger Harlan, Jim Hier, and Joe Kernan. Candace Erickson was absent and excused. Staff present was Tom Bakaly, Executive Director; Tom Daley, Deputy City Attorney;

II PUBLIC INPUT

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

II MINUTES OF MEETING OF JANUARY 11, 2007

Roger Harlan, "I move approval of the minutes of January 11, 2007". Jim Hier seconded. Motion carried.

Marianne Cone	Aye
Candace Erickson	Absent
Roger Harlan	Aye
Jim Hier	Aye
Joe Kernan	Aye

IV CONSENT AGENDA

Resolution adopting the Fiscal Year 2007 Revised Budget and the Fiscal Year 2008 Budget for the Park City Redevelopment Agency – Jim Hier, "I move we accept and approve the Consent Agenda for the Redevelopment Agency". Roger Harlan seconded. Motion carried.

Marianne Cone	Aye
Candace Erickson	Absent
Roger Harlan	Aye
Jim Hier	Aye
Joe Kernan	Aye

V ADJOURNMENT

With no further business, the regular meeting of the Redevelopment Agency 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, Secretary

PARK CITY MUNICIPAL BULDING AUTHORITY
SUMMIT COUNTY, UTAH
NOVEMBER 15, 2007

I ROLL CALL

Chairman Dana Williams called the regular meeting of the MBA to order at approximately 6:30 p.m. at the Marsac Municipal Building on Thursday, November 15, 2007. Members in attendance were Dana Williams, Marianne Cone, Candace Erickson, Roger Harlan, Jim Hier, and Joe Kernan. Staff present was Gary Hill, Acting City Manager and Mark Harrington, City Attorney.

II PUBLIC INPUT

The Chairman invited comments on any matter of MBA business not scheduled on the agenda. Hearing none, the public input session was closed.

III MINUTES OF MEETING OF OCTOBER 11, 2007

Roger Harlan, "I move approval of the minutes of the meeting of October 11, 2007". Candace Erickson seconded. Motion unanimously carried.

IV NEW BUSINESS (new items with presentations and/or anticipated detailed discussions)

Consideration of a resolution of the Municipal Building Authority of Park City, Utah (the "Authority") authorizing and approving the execution and delivery of a master lease agreement, by and between the authority and Park City, Utah; authorizing the issuance and sale by the authority of its lease revenue bonds, Series 2007 (Park City Historical Society), in the aggregate principal amount of not to exceed $3,600,000; and related matters – Candace Erickson, "I move approval of the resolution of the Municipal Building Authority authorizing the issuance of lease revenue bonds for the Park City Historical Society in the amount of $3,600,000". Joe Kernan seconded. Motion unanimously carried.

V ADJOURNMENT

With no further business, the regular meeting of the MBA 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, Secretary

PARK CITY WATER SERVICE DISTRICT
SUMMIT COUNTY, UTAH
NOVEMBER 15, 2007

I ROLL CALL

Chairman Dana Williams called the regular meeting of the WSD to order at approximately 6 p.m. at the Marsac Municipal Building on Thursday, November 15, 2007. Members in attendance were Dana Williams, Marianne Cone, Candace Erickson, Roger Harlan, Jim Hier, and Joe Kernan. Staff present was Gary Hill, Acting City Manager, Tom Daley, Deputy City Attorney; and Mark Harrington, City Attorney.

II PUBLIC INPUT

The Chairman invited the public to comment on any matter of WSD business not scheduled on the agenda. Hearing none, the public input session was closed.

III MINUTES OF MEETING OF MARCH 1, 2007

Marianne Cone, "I move approval of the minutes of March 1, 2007". Candace Erickson seconded. Motion unanimously carried.

IV NEW BUSINESS (new items with presentations and/or anticipated detailed discussions)

1. Consideration of an Amendment to the Water Supply Agreement with Weber Basin Conservancy District and Mountain Regional Water SSD – and

2. Consideration of a Contract with Weber Basin Conservancy District and the Bureau of Reclamation for the sale of water - Tom Daley explained that these actions relate to the Snyderville Basin Project which Park City has participated in since 1996 with the goal of receiving long-term water from sources supporting the project. The execution of the amendment and the contract should be the final administrative steps necessary to implement the project. The Chairman requested a motion to approve. Joe Kernan, "I move approval of Items 1 and 2 under New Business". Marianne Cone seconded. Motion unanimously carried.

V ADJOURNMENT

With no further business, the regular meeting of the WSD 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, Secretary

City Council Staff Report

Subject: **Mayor Pro Tem and Alternate Appointments and Resolutions setting forth 2008 meeting dates**
Author: **Janet M. Scott, City Recorder**
Department: **Executive**
Date: **January 10, 2008**
Type of Item: **Administrative**

Summary Recommendations: Appointment of a Mayor Pro Tem and Alternate Mayor Pro Tem and adoption of resolutions setting forth meeting dates for the City Council and its related agencies are recommended actions in order to comply with our municipal code and state law.

Topic/Description: Mayor Pro Tem appointments and setting meeting dates are housekeeping matters which occur at the first meeting of the year. Setting an annual meeting schedule is a requirement of the Utah Open and Public Meetings Act. The annual meeting notice is often required as an attachment to bond resolutions; all meetings require at least a 24 hour public notice period.

Background: Over the years, there has been an effort to provide all City Council members the opportunity to serve as Mayor Pro Tem, and historically the alternate Mayor Pro Tem moves into the Mayor Pro Tem position the next year. Selection criteria include the consideration of number of years of service and/or votes garnered in an election. Typically, these members have been appointed as Mayor Pro Tem and Alternate Mayor Pro Tem for one year terms.

Analysis: Last year Marianne Cone served as Mayor Pro Tem and Roger Harlan as the Alternate. For informational purposes, Joe Kernan was appointed Mayor Pro Tem in 2006, Kay Calvert in 2005, Jim Hier in 2004, and Candace Erickson in 2003. Applying past methodology would designate Roger Harlan as the Mayor Pro Tem and Candace Erickson or Liza Simpson as the Alternate Mayor Pro Tem.

It should be emphasized that the manner of appointments is at the sole discretion of the Mayor and City Council and can be modified at any time with the majority vote of Council.

Department Review: City Manager's Office.

Alternatives:

- **Approve:** Use past methodology to appoint Roger Harlan as Mayor Pro Tem and either Candace Erickson or Liza Simpson as the Alternate Mayor Pro Tem.

- **Deny:** This is not a realistic option. The Council has the discretion to change the manner of appointing the Mayor Pro Tem and to change the time, dates, and/or location for meetings. However, state law requires that meting dates by adopted by resolution, which logically occurs at the first meeting of the year.

- **Continue the Item:** If Council desires to reconsider the method of appointments, a continuance may be appropriate.

Recommendation: Appointment of a Mayor Pro Tem and Alternate Mayor Pro Tem and adoption of resolutions setting forth meeting dates for the City Council and its related agencies are recommended actions in order to comply with our municipal code and state law.

Resolution No. 1-07

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR MEETINGS OF THE CITY COUNCIL OF PARK CITY, UTAH FOR 2008

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. During the renovation of the Marsac Municipal Building, meetings will be held at the Park City Library and Education Center, 1255 Park 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 meeting schedule for the City Council in 2008 is as follows:

January 10, 24, 31	July 3, 10, 17, 21, 31
February 7, 14, 21, 28	August 7, 14, 21, 28
March 6, 13, 20, 27	September 4, 11, 18, 25
April 3, 10, 17, 24	October 2, 9, 15, 23, 30
May 1, 8, 15, 22, 29	November 6, 13, 20
June 5, 12, 19, 26	December 4, 11, 18

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, including the agenda, date, time, and place of the meeting. The agenda will be posted at least twenty-four (24) hours prior to each regular meeting, and delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable. The Mayor and Council may meet socially at an announced location after the meeting, but City business will not be conducted.

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 52-4-204 and 52-4-205 of the Utah Code. A closed meeting may be held if a quorum is present and 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 52-4-202. No closed meeting is allowed except for purposes expressly allowed under Section 52-4-205; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. A record of closed meetings shall be created and maintained in accordance with Section 52-4-206 of the Utah Code, as amended.

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

PASSED AND ADOPTED this 10th day of January, 2008.

Resolution No. RDA 1-08

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR 2008 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. During the renovation of the Marsac Municipal Building, meetings will be held at the Park City Library and Education Center, 1255 Park Avenue, Park City, Utah.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, including the agenda, date, time, and place of the meeting. The agenda will be posted at least twenty-four (24) hours prior to each regular meeting, and delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable. The Board of Directors may meet socially at an announced location after the meeting, but City business will not be conducted.

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 52-4-204 and 52-4-205 of the Utah Code. A closed meeting may be held if a quorum is present and 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 52-4-202. No closed meeting is allowed except for purposes expressly allowed under Section 52-4-205; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. A record of closed meetings shall be created and maintained in accordance with Section 52-4-206 of the Utah Code, as amended.

SECTION 5. SPECIFIC MEETING DATES. The meeting schedule for the Redevelopment Agency in 2008 is as follows:

January 10, 24, 31	July 3, 10, 17, 21, 31
February 7, 14, 21, 28	August 7, 14, 21, 28

March 6, 13, 20, 27	September 4, 11, 18, 25
April 3, 10, 17, 24	October 2, 9, 15, 23, 30
May 1, 8, 15, 22, 29	November 6, 13, 20
June 5, 12, 19, 26	December 4, 11, 18

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 10th day of January, 2008.

Resolution No. MBA 1-08

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR 2008 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. During the renovation of the Marsac Municipal Building, meetings will be held at the Park City Library and Education Center, 1255 Park Avenue, Park City, Utah.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, including the agenda, date, time, and place 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 delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable. The Board of Directors may meet socially at an announced location after the meeting, but City business will not be conducted.

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 52-4-204 and 52-4-205 of the Utah Code. A closed meeting may be held if a quorum is present and 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 52-4-202. No closed meeting is allowed except for purposes expressly allowed under Section 52-4-205; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. A record of closed meetings shall be created and maintained in accordance with Section 52-4-206 of the Utah Code, as amended.

SECTION 5. SPECIFIC MEETING DATES. The schedule for Municipal Building Authority meetings in 2005 are as follows:

January 10, 24, 31	July 3, 10, 17, 21, 31

February 7, 14, 21, 28	August 7, 14, 21, 28
March 6, 13, 20, 27	September 4, 11, 18, 25
April 3, 10, 17, 24	October 2, 9, 15, 23, 30
May 1, 8, 15, 22, 29	November 6, 13, 20
June 5, 12, 19, 26	December 4, 11, 18

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 10th day of January, 2008.

Resolution No. WSD 1-08

A RESOLUTION ESTABLISHING A REGULAR MEETING DATE, TIME, AND LOCATION FOR 2008 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. During the renovation of the Marsac Municipal Building, meetings will be held at the Park City Library and Education Center, 1255 Park Avenue, Park City, Utah.

SECTION 2. NOTICE OF PUBLIC MEETINGS. Notice shall be given, including the agenda, date, time, and place of the meeting. The agenda will be posted at least twenty-four (24) hours prior to each regular meeting, and delivered to the local news media. The agenda for special or emergency meetings shall be noticed in the best manner practicable. Board members may meet socially at an announced location after the meeting, but City business will not be conducted.

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 52-4-204 and 52-4-205 of the Utah Code. A closed meeting may be held if a quorum is present and 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 52-4-202. No closed meeting is allowed except for purposes expressly allowed under Section 52-4-205; provided no ordinance, resolution, rule, regulation, contract, or appointment shall be approved at a closed meeting. A record of closed meetings shall be created and maintained in accordance with Section 52-4-206 of the Utah Code, as amended.

SECTION 5. SPECIFIC MEETING DATES. The meeting schedule for the Water Service District in 2008 is as follows:

January 10, 24, 31	July 3, 10, 17, 21, 31
February 7, 14, 21, 28	August 7, 14, 21, 28

March 6, 13, 20, 27	September 4, 11, 18, 25
April 3, 10, 17, 24	October 2, 9, 15, 23, 30
May 1, 8, 15, 22, 29	November 6, 13, 20
June 5, 12, 19, 26	December 4, 11, 18

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 10th day of January, 2008.

City Council
Staff Report

Subject:	**Insurance Broker Professional Services Agreement**
Author:	**Cindy LoPiccolo**
Department:	**Executive**
Date:	**January 10, 2008**
Type of Item:	**Administrative**

Summary Recommendations:
Approve agreement on form as approved by the City Attorney's office, with Marsh USA Risk and Insurance Services, Inc. for insurance broker services for a three year period through January 1, 2011 at a cost of $10,000 per year.

Topic/Description:
Insurance Brokerage Services Agreement

Background:
Park City has contracted with Marsh USA Risk & Insurance Services office in Salt Lake City for more than a decade for insurance brokerage services. Marsh is the world's leading risk and insurance services firm and the professional team in the Salt Lake office has provided Park City with risk management review and advice, risk consulting, insurance broking, and insurance program management services and resources. The Executive office recommends entering into a new insurance broker services contract with Marsh through January 1, 2011. Marsh will be responsible for soliciting and procuring continued insurance coverage for Workers Compensation, Public Entity Liability, Property, Boiler and Machinery, and Crime/Public Employee Dishonesty, and other insurance services as requested by Park City.

Analysis:
Staff followed the City's general policy and procedure for contracting. A request for proposal was published and provided upon request. Two firms responded: Marsh USA Risk & Insurance Services, Inc., and Fred A. Moreton and Company. Both firms have excellent brokerage qualifications, references and risk management expertise and would be able to provide the services Park City requires. Proposals were submitted as follows:

Marsh USA Risk & Insurance Services, Inc.	Surety (bonds) and Workers Compensation would be compensated on a commission basis (disclosed); and an annual flat fee of $10,000 for all other lines of insurance placement and services outlined in the draft agreement. In the event
Fred A. Moreton and Company	Workers Compensation would be compensated on a commission basis (disclosed); and an annual flat fee of $18,500 for all other lines of insurance placement and

	services outlined in the draft agreement.

In view of the past performance and services provided by Marsh and their proposal, staff recommends renewal of a broker services agreement with Marsh for a three year term.

Department Review:
The Executive office and Legal Department have reviewed the information contained in the professional services agreement and each of the two proposals.

Alternatives:

A. Approve the Request:
This is the recommended action.

B. Deny the Request:
If the recommendation is denied, provide staff with direction.

C. Continue the Item:
If the matter is continued, provide staff with direction.

D. Do Nothing:
This is not an appropriate option in view of the City's need for insurance brokerage services.

Significant Impacts:
The City may be unable to obtain appropriate insurance coverage.

Consequences of not taking the recommended action:
If the City is unable to obtain appropriate insurance coverage, the City would be operating without protection for losses.

Recommendation:
Approve agreement on form as approved by the City Attorney's office, with Marsh USA Risk and Insurance Services, Inc. for insurance broker services for a three year period through January 1, 2011 at a cost of $10,000 per year.

PROFESSIONAL SERVICES AGREEMENT BETWEEN
PARK CITY MUNICIPAL CORPORATION
AND
MARSH USA RISK & INSURANCE SERVICES, INC.

THIS AGREEMENT is made and entered into as of this _____ day of January, 2008, by and between **PARK CITY MUNICIPAL CORPORATION**, P. O. Box 1480, Park City UT 84060, a municipal corporation of the State of Utah (hereinafter "City"), and **MARSH USA RISK & INSURANCE SERVICES, INC.**, 15 W. South Temple, Suite 700, Salt Lake City UT 84101, a corporation (hereinafter "Broker").

WITNESSETH

WHEREAS, City desires to obtain professional insurance brokerage services, on a contractual basis; and

WHEREAS, after a selection process, Broker has been selected by the City to provide such services; and

NOW, THEREFORE, for and in consideration of the mutual promises, covenants, and conditions herein contained, the parties hereto agree as follows:

Under the direction of the City's Risk Manager, Broker shall provide to the City professional brokerage services according to the terms and conditions of this Agreement, as follows:

1. **AGREEMENT AND TERM**.

Broker shall provide professional insurance brokerage services to City as hereinafter described for a period of three years, commencing upon the date herein signed, and terminating January 1, 2011. Broker agrees to perform all work and services in a professional manner consistent with industry standards and in accordance with the terms and conditions hereof. City agrees that Broker shall be its Broker of Record for the term of this Agreement for the placement of insurance and bonds as requested by City, with the exception of General Benefits, such as life insurance and long-term disability insurance. City may, in addition, accept and consider insurance quotes from independent agencies providing public entity related insurance.

2. **SERVICES TO BE PERFORMED**.

A. Broker shall obtain insurance premium quotes, inclusive of commissions or fees where applicable, on all insurance placed through Broker by City after January 1, 2008.

B. Whenever market conditions permit, Broker shall obtain at least two (2) quotations on each separate line of coverage. If, in Brokers opinion, market conditions do not justify obtaining two or more quotes, Broker shall report to City's Risk Manager and provide reasons for such opinion. Nevertheless, City shall retain the right to require Broker to obtain two or more quotations in any event if such quotations are reasonably obtainable.

C. Broker shall use its reasonable best efforts to submit firm premium quotes to City's Risk Manager at least thirty (30) days prior to expiration of existing insurance, provided, however, that City's Risk Manager may waive such thirty day notice in the event Broker can demonstrate, to the satisfaction of City's Risk Manager, there exists extenuating circumstances which preclude or make undesirable such thirty (30) day notice.

D. Broker shall make a professional and good faith effort to give notice to City's Risk Manager of all favorable or unfavorable market developments which might affect City's access to insurance prices deemed affordable by City's Risk Manager. Annually, on October 1, the Broker will provide to the Risk Manager an assessment of policies in force and include recommendations for risk coverage with a cost/scope of coverage analysis to the City. Annually, no later than October 1 of each year, Broker will provide, in writing, Broker's best estimates for the renewal premium costs of all City's insurance policies to provide guidance to City for future budgeting purposes.

E. Broker shall try to provide the City, whenever the City shall request, quotes on any other insurance coverage not heretofore mentioned, for additional fees as the parties may agree.

F. At the request of City's Risk Manager, Broker shall include said Risk Manager in negotiations with the underwriters involving placement of the City's insurance programs. Broker shall monitor published financial information of the City's current insurers and alert the City when the status of one or more of such insurers falls below Broker's minimum financial guidelines.

Broker will not, however, be responsible for the solvency or ability to pay claims of any insurance carrier. Insurers with whom City's risks are placed will be deemed acceptable to City, in the absence of contrary written instructions from City.

G. Broker shall perform the following functions:

1. In conjunction with the City's Risk Manager, frequently analyze City's exposures and recommend solutions consistent with these exposures in an effort to provide the highest level of insurance coverage at the least possible cost to the City;

2. Broker will assist the City in collecting data and prearrange the proposal submission;

3. Collect the data necessary, and prepare professional quality insurance proposal submission packages, for the proper marketing of the various coverage;

4. Perform the administrative and clerical services relative to account management, such as certificates of insurance, coverage descriptions and policy changes. By October 1 of each year, Broker will provide City with a renewal proposal within thirty (30) days of any change in the latest insurance summary;

5. Respond to any extraordinary needs of the City as requested by the Risk Manager, for additional fees as the parties may agree; and

6. Assist the City to identify appraisal firms that can annually review all insured City property to assess said property's current value, and to amend the policy as needed to cover such current value.

H. Broker shall meet with City's Risk Manager as often as necessary to ensure transmittal of information, review and take all actions necessary to meet all requirements for proper insurance placement.

I. Where possible, Broker will use best efforts to endeavor that all coverage provided by the insurance proposals submitted by Broker under this Agreement shall be equal to, or better than the coverage currently being provided, in all instances, to City.

J. Broker activity action plans on behalf of the City, for each year of service under this Agreement, will be developed by the Broker and submitted for review and approval by the City's Risk Manager no later than the last working day of August, in preparation of annual renewal.

K. Broker shall identify and negotiate on the City's behalf with insurers and keep the City informed of significant developments. Broker shall be authorized for purposes of this Agreement to represent and assist the City in all discussions and transactions with all insurers, provided that Broker stipulates and agrees that no coverage or insurance may be placed without consent of the City, and nothing stated in this Agreement shall be construed to bind, or in any way commit said City to place insurance coverage for the City as Broker may propose. Broker shall use its best efforts to place insurance on behalf of the City, if so instructed by the City. However, Broker does not guarantee or make any representation or warranty that insurance can be placed on terms acceptable to the City.

L. Broker shall assist with documentation and other steps to obtain commitments for and implement the City's insurance program upon the City's instructions, it being understood that Broker will not independently verify or authenticate City-provided information necessary to prepare underwriting submissions and other documents relied upon by insurers, and the City shall be solely responsible for the accuracy and completeness of such information and other documents furnished to Broker and/or insurers and shall sign any application for insurance. The City understands that the failure to provide all necessary information to an insurer, whether intentional or by error, could result in the impairment or voiding of coverage.

3. **WORK TO BE PERFORMED BY CITY**.

City shall cooperate with Broker by timely providing all information necessary for Broker to obtain insurance quotations.

4. **COMPENSATION**.

As compensation for its services hereunder, Broker shall be compensated by the standard commissions paid by insurance carriers utilized by Broker for the Workers' Compensation insurance policy. For all other insurance coverage obtained for City under this Agreement (the "Fee Coverage"), Broker shall provide the services herein for an annual fee of $10,000 shall be paid by City, in full beginning January, 2008 and annually on January 1, 2009 and January 1, 2010. With respect to insurance placed by Broker on City's behalf, Broker will disclose to City the amount of any commissions received by Broker and, with respect to the Fee Coverage, credit commissions collected for such coverage against remaining installments of the annual fee and, to the extent in excess of the remaining installments, refund previously paid installments of the fee. In the event such commissions for a contract year exceed Broker's annual fee for that year, then excess commissions will be returned to City as permitted by law. Otherwise, excess commissions will be carried forward and applied against Broker's annual compensation for subsequent years as permitted by law.

In certain cases, placements which Broker makes on City's behalf may require the payment of surplus lines taxes and/or fees to state regulators, boards or associations. Such taxes will be charged to City and identified separately on invoices covering these placements.

Broker may also utilize the services of other intermediaries to assist in the marketing of City's insurance, when in Broker's professional judgment it is necessary or appropriate, and upon approval by the City. Such intermediaries may or may not be affiliates of Broker. The compensation of such intermediaries is not included in Broker's compensation hereunder and will be paid by insurers out of paid premiums.

5. **EXTRA SERVICES**.

It is understood and agreed that any services provided by Broker, other than those services specified in Section II above, must have prior written approval of the Risk Manager and shall be for a fee or commission agreed upon by the parties. City shall not be obligated to pay for any services not specifically called for by this Agreement which are furnished by Broker without said prior written approval.

6. **LOSS CONTROL SERVICES**.

A. Broker may be called upon to review appraisals obtained by the City to verify that City's insurance coverage is adequate to valuation. If necessary, Broker shall notify insurers to amend policies to reflect any variance in the sum insured and the appraisal.

B. Each year, at a time mutually agreed upon between City and Broker, Broker will arrange with the insurance company, to complete a professional property loss prevention engineering services at all City facilities and to render appropriate written reports.

C. Broker will, upon request of the City, arrange for the carrier's engineer to work with the City to value all facilities as well as review preliminary plans and specifications on new capital additions to minimize potential safety hazards. Broker and City will strive to maintain insurance to value.

D. In the event City contracts any new project in the City requiring individual property loss engineering services, Broker shall arrange for the carrier to perform said services for a fee as the parties may agree.

E. Broker will arrange for the carrier to complete a City-wide survey relative to boiler and machinery insurance within a time frame mutually agreed upon by the parties.

F. Broker will provide recommendation for risk coverage with a cost/scope of coverage analysis when the boiler and machinery survey is completed.

G. Broker loss control services can be substituted for, or be added to, loss control services by the insurance carrier, not to exceed 12 hours annually in the fee submitted in the Response for Proposal.

H. Any loss control activities and/or surveys performed by Broker under this Agreement are advisory in nature. Such services are limited in scope, do not claim to find or include every loss potential, hazard, statutory or code violation or violation of good practice, and do not constitute a safety inspection as provided by a safety engineering service. All surveys and reports are based upon conditions observed and information supplied by the City. Broker does not expressly or impliedly guarantee, assure or warrant in any way the safety of any site or operations or that the City or any site or operations is in compliance with federal, state and local laws, codes, statutes, ordinances and recommendations. Broker's liability if any, relating to or arising out of Broker's loss control services for the City shall not exceed the total compensation paid to Broker for such services hereunder.

7. **TERMINATION**.

Either party may terminate this Agreement on sixty (60) days notice in writing. In the event of termination, Broker will assist City in arranging a smooth transition process. However, Broker's obligation and the obligation of Broker's affiliates to provide services to City will cease upon the effective date of termination. Notwithstanding a mid-contract year termination by City, Broker's annual compensation for such year will be deemed fully earned at inception if this Agreement is based on an annual fee paid to Broker or upon placement of coverage if this Agreement is based on Broker collecting commissions. In the event of a mid-contract year termination by Broker, Broker's annual compensation will be deemed earned on a pro-rata basis.

8. **AMENDMENT**.

The terms of this agreement can only be amended by written agreement between the parties hereto.

9. **ASSIGNMENT**.

Broker shall not assign or transfer its interest in this Agreement without the written consent of the City.

10. **COMPLIANCE WITH LAWS**.

In the performance of this Agreement, Broker shall abide by and conform to any and all applicable laws of the United States, State of Utah, and ordinances, regulations, and policies of the City.

11. **PROFESSIONAL LIABILITY INSURANCE**.

Broker shall maintain, throughout the term of this Agreement, professional liability errors and omissions insurance with coverage limits in amounts not less than one million dollars, naming Park City Municipal Corporation additional insured. Broker shall furnish to City a certificate issued by Broker's professional liability insurance carrier, showing that the above-mentioned insurance has been issued and is in full force and effect throughout the term of this agreement; and providing thirty (30) days written notice to the Risk Manager of City prior to any cancellation.

12. **HOLD HARMLESS**.

Broker agrees to indemnify and hold harmless the City, its officials, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature to the extent arising from Broker's negligence or willful misconduct in connection with its services under this Agreement or a breach of this Agreement.

13. **COMPLETE AGREEMENT**.

This Agreement shall be the entire Agreement between the parties and shall supersede any prior written or oral communication between the parties.

IN WITNESS WHEREOF, the parties execute this Agreement on the date and year first set above, to be effective as of January _______, 2008.

City Council
Staff Report

Subject:	**Council Appointments to Employee Transfer & Discharge Appeal Board**
Author:	**Brooke Moss**
Department:	**Human Resources**
Date:	**January 10, 2007**
Type of Item:	**Administrative**

Summary Recommendations:

Description:
At the first council meeting of each year, the City Council needs to appoint two members and an alternate to serve on the Employee Transfer & Discharge Appeal Board.

Topic/Description:
The Employee Transfer Discharge and Appeal Board (ETDAB) consists of two appointed council members, an alternate to serve in their absence, three elected employees and an alternate from all employees represented. This appointment is in accordance with Utah State Code.

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 who is discharged or transferred from one position to another, for any reason, shall have the right to appeal the discharge or transfer the ETDAB. A formal appeal was held in 2006 for the first time in two decades.

Analysis:
The ordinance approving the establishment of the ETDAB was passed by Council in November of 1999. The appointment of council members must be made during the first regular council meeting of each year. The ETDAB consists of two Council members, currently Jim Hier and Marianne Cone with Joe Kernan as an alternate and three full-time regular City employees. Staff elected to serve for 2008 includes Pam Evans, Public Works, James Weinberg, Public Works, Rodney Ludlow, Police Department, and Mike Lennon from the Building Maintenance Department as an alternate. The ETDAB meets only if and when a formal appeal challenging a transfer or discharge is filed by a City employee.

Department Review:
Human Resources

Alternatives:

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

B. Deny:
Denying the request should not be an option as prior approval has already been made.

C. Modify:

D. Continue the Item:

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 remain in compliance with Park City and Utah State Code.

Administrative Rules of the
Employee Transfer and Discharge Appeals Board <u>(ETDAB)</u>

These rules are to be adopted by the ETDAB at their first meeting. A board member should recuse himself/herself if the appellant is a direct report of the board member or someone with whom the board member shares a family relationship as that relationship is defined in Section 2.7 of the Policy and Procedures Manual.

The appeal shall be taken by filing a written notice of the appeal with the City Recorder within ten days after the discharge or transfer. Upon the filing of the appeal, the City Recorder shall forthwith refer a copy of the same to the members of the Appeal Board. Upon receipt of the referral from the City Recorder, the Appeal Board shall forthwith commence its investigation, take and receive evidence and fully hear and determine the matter which relates to the cause for the discharge or transfer.

The employee shall be entitled to appear in person and to be represented by counsel, to have a public hearing, to confront the witness whose testimony is to be considered, and to examine the evidence to be considered by the Appeal Board.

In the event the Appeal Board upholds the discharge or transfer, the officer or employee may have 14 days thereafter to appeal to the governing body whose decision shall be final. In the event the Appeal Board does not uphold the discharge or transfer, the case shall be closed and no further proceedings shall be had.

The decision of the Appeal Board shall be by secret ballot and shall be certified to the City Recorder within 15 days from the date the matter is referred to it. The Appeal Board may, in its decision, provide that an employee shall receive his salary for the period of time during which he is discharged, or any deficiency in salary for the period he was transferred to a position of less remuneration but not to exceed a 15 day period. In no case shall the appointive officer or employee be discharged or transferred, where an appeal is taken, except upon a concurrence of at least a majority of the membership of the governing body of the municipality.

In the event that the Appeal board does not uphold the discharge, or transfer, the City Recorder shall certify the decision to the employee affected, and also to the head of the department from whose order the appeal was taken. The employee shall be paid his salary, commencing with the next working day following the certification by the City Recorder of the Appeal Board's decision, provided that the employee, or officer, concerned reports for his assigned duties during that next working day.

City Council
Staff Report

Subject:	**Scope of the 2009 Bonanza Drive reconstruction project and adoption of a 20-year corridor plan for Bonanza Drive**
Author:	**Eric DeHaan, P.E., City Engineer**
Department:	**Executive**
Date:	**January 10, 2008**
Type of Item:	**Adminstrative**

Summary Recommendations:
The Council should discuss the Bonanza Drive project with staff and the City's consultant, H.W. Lochner, Inc. The Council should give the staff direction as to any changes in the corridor plan for Bonanza. Under *New Business*, the Council should take any public input and continue the matter to the meeting on January 24, 2008 when a resolution adopting the plan will be on the agenda.

Topic/Description:
In order to serve the enormous Empire Pass development with water, a new water line must be installed up Bonanza Drive no later than 2009. The water line will disrupt traffic on Bonanza Drive, and it has become apparent that any short-term upgrades to Bonanza that are needed with regard to walkability, bike lanes, drainage, and utilities should be coordinated with the 2009 project. The City hired H.W. Lochner to conduct extensive public outreach and to recommend a scope for the 2009 project that optimizes the alternative transportation amenities, while keeping Bonanza functional as one of our two north-south arterial roads serving Old Town and Deer Valley. Lochner has also prepared a 20-year corridor plan for Bonanza so the framework for Bonanza's role in the Park-Bonanza redevelopment is set.

Background:
Lochner held a series of meetings and created numerous public input opportunities to obtain a detailed inventory of the public's goals for Bonanza. As much coordination as possible for walkability/bikeability components was implemented. Laynee Jones with Lochner will brief the Council on this public input. Nearly 90 messages, letters, comment sheets, and other communications were received. The City's water consultant for the 2009 water line project, Bowen-Collins Associates, contributed survey information and the early conceptual water line design. A stakeholders committee was set up to allow Lochner and staff to focus on the needs of nearby property owners and major traffic generators as well as the general public's input. When City voters approved the $15 million walkability bond, Lochner's scope was expanded to look at an optimal conceptual tunnel location in anticipation of support for a Bonanza tunnel (including significant financial support) from the WALC committee.

Analysis:
Although numerous walkability-related projects affecting Bonanza were prioritized in the Landmark study, the staff and Lochner also needed to balance other aspects of the City's infrastructure. There aren't many good alternatives to Bonanza as a traffic arterial. Specifically, the Park Avenue corridor between Kearns and Empire Avenue is reaching its own failure point. At peak times such as Sundance and ski holiday periods there is essentially no extra capacity on Park Avenue and on the other City routes paralleling Bonanza (Short Line, Three Kings Drive) to accept any new traffic transferred from Bonanza. Lochner, therefore, suggests that Bonanza Drive needs to remain a competent route for traffic, and that moving heavy truck traffic off Bonanza would rapidly become counter-productive as well as extremely difficult to enforce. Lochner and staff recommend that the City use other tools at its disposal to move heavy trucks off Bonanza and into off-peak periods, such as Construction Mitigation Plans for private-sector projects and careful wording in contracts for large City capital projects such as the Town Plaza. A copy of Lochner's recommended activities for Bonanza is attached.

Because of adverse impacts on walkability and because of lack of right-of-way, Lochner does not recommend widening Bonanza to five lanes. No existing driveways will be removed, but certain turning movements will be curtailed. Please be aware that staffing the Bonanza reconstruction, with its many facets, will be difficult, which is ne reason we are getting early buy-in as to the scope of the project.

Department Review:
This report and the Bonanza study involved representatives from Sustainability, Budget/Grants, Public Works, Transit, Engineering, Water, and Economic Development.

Recommended Actions:

A. The Council should discuss Lochner's scope for the 2009 Bonanza project and provide direction as to whether changes are necessary, recognizing that significant changes in the scope of the project could be problematic.

B. The Council should take public input during the regular meeting and continue the Bonanza Drive resolution to January 24, 2008 with any specific direction about the 2009 project and/or the 20-year corridor plan for Bonanza.

Significant Impacts:
The 2009 project will draw capital funding from several sources: the water fund, the Walkability bond proceeds, the capital improvement fund, a UDOT grant, and possibly a SBWRD contribution if any sewer upgrades are included. Failing to build the water line in 2009 would delay the opening of the Montage. Damages could result.

Consequences of not taking the recommended action:
Unless the scope of the 2009 project is defined in January of 2008, the necessary environmental clearances for the UDOT grant would not be obtained in time for final design to occur early enough to bid the project in time for the 2009 construction.

Recommendation:
The Council should discuss the Bonanza Drive project with staff and the City's consultant, H.W. Lochner, Inc. The Council should give the staff direction as to any changes in the corridor plan for Bonanza. Under *New Business*, the Council should take any public input and continue the matter to the meeting on January 24, 2008.

Bonanza Drive Corridor - Improvements Schedule

Recommended Activities	
2008	1. Undertake Categorical Exclusion (Environmental Study)
	2. Roadway and Trail Final Design
	3. Landscaping and Aesthetic Design
2009	4. Waterline Construction along Bonanza Drive
	5. Build Recommended Design Alternative (Raised medians, sidewalks, bicycle lanes etc) - Not including a traffic signal at intersection of Iron Horse Drive Bonanza Drive
Post -2009	6. Conduct warrant study for traffic signal at intersection of Iron Horse Drive / Bonanza Drive Or 7. If redevelopment plans are complete, reconsider constructing a traffic signal at the intersection of Munchkin Road / Bonanza Drive
	8. Construct traffic signal at intersection of Iron Horse Drive / Bonanza Drive
	9. Evaluate traffic impacts on Kearns Boulevard and Deer Valley Drive as a result of improvements on Bonanza Drive
	10. Construct sidewalk along Bonanza Drive between Iron Horse Drive and Deer Valley Drive (in conjunction with sidewalks being constructed on Deer Valley Drive)
	11. Realign Prospector Avenue and Munchkin Road to meet at one intersection with Bonanza Drive (in coordination with redevelopment in the area) Or 12. Construct a signal at the intersection of Munchkin Road / Bonanza Drive

City Council
Staff Report

Subject:	**Historical Society Museum Expansion – Consideration of the use of 21 additional parking spaces for construction staging in Swede Alley for the Park City Historical Society Museum expansion project from March 17, 2008 to October 31, 2008**
Author:	**Jonathan Weidenhamer 528 Main Street**
Department:	**Sustainability**
Date:	**January 10, 2008**
Type of Item:	**Administrative – Construction MOU Amendment**

Summary Recommendations
Deny the Historical Society's request for additional construction staging area in Swede Alley.

Background
On October 11, 2007 the City Council approved all the necessary steps to allow the Historical Society to commence the museum expansion project in a City-owned building. One of these steps was a construction and finance Memorandum of Understanding (MOU). The Council specifically allowed 10 parking spaces to be used for construction staging, and required the Historical Society to return to Council for consideration of any additional city-owned property. The approved MOU language states:

> *The City has approved up to 10 parking spaces on the west side of Swede Alley immediately adjacent to the museum expansion area for construction storage and mitigation. The Park City Council shall review and approve any requests to use additional City land for this purpose. Additional requests shall be in writing and contain at minimum a description of the amount and duration, as well as an explanation of the overall need from a construction schedule, and impact standpoint. PCMC agrees not to charge a fee for the use of any additional land if agreed to.*

On December 17, 2007, staff received a request from the Historical Society's contractor seeking use of approximately 21 additional parking spaces in the location of the "Historic Wall Lot" (Exhibit A). The dates of the request are from March 17, 2008 – October 31, 2008. The request stipulates that the project will incur additional cost for off-site material storage and transport without this additional area.

Analysis
Parking Services normally charges $9/day for reserved use of a parking space in Swede Alley. The Council, per the approved MOU has agreed not to charge this fee should the request be considered favorably ($42,903 for 21 spaces for 227 days).

Economic Development, Parking Services, and the City Manager find that the City Council should not allow the expanded staging area until Deer Valley and Park City Mountain Resort shut down for the season, as residents, visitors, and employees tend to prefer the convenience and proximity of surface parking. Closing Day is scheduled for April 13, 2008 for each resort. Dave Gustafson in Capital Projects recommends allowing the additional staging area on the requested date, recognizing the logistical difficulties and additional cost that will be incurred from staging off-site. While not unanimous, it is staff's recommendation to deny the request.

The applicant's construction manager, Ken Ament, stipulates the potential financial impact of having an off-site staging area and less efficient production to be approximately $165,000 (Exhibit B). Ken stated that due to the anticipated construction schedule the month of March 17 to April 13 is critical because of receipt of major shipments like structural steel.

At this time, staff is aware of one complaint regarding the loss of the 10 parking spaces immediately behind the museum.

Significant Impacts
Should the Council consider the request favorably, they will further reduce the amount of free surface parking on Swede Alley. If the spaces are allowed, Council should provide direction about waiving the associated parking fees of $42,903.

Consequences of not taking the recommended action:
Should the Council deny the request, it is likely the Historical Society will incur additional project cost.

Department Review:
Implementation Team (Economic Development, Capital Projects), Parking Services, and the City Manager have reviewed this report.

Alternatives:

A. **Consider the request favorably.**
B. **Modify the Request:**
   Consider allowing the use of additional City property, but not until the ski resorts close.
C. **Deny the Request:**
D. **Continue the Item:**

Recommendation: Deny the Historical Society's request for additional construction staging area in Swede Alley.

Exhibits
Exhibit A – Request from Historical Society
Exhibit B – Cost estimate
Exhibit C – Approximate location of request

Exhibit A – Request for Additional Staging Area

December 17, 2007

To the City Council of Park City:

Interior Construction Specialists, Inc. (ICS) is requesting an additional staging area on the east side of Swede Alley adjacent to the Park City Historical Society & Museum Project. We are requesting the northern portion (approximately 21 spaces) of the parking lot due to the liability risk involved with public access to the remaining parking spaces.

ICS worked hard to bring our bid under budget for the Park City Historical Society & Museum and by providing this additional staging for us the city is able to assist in continuing to keep costs low. Without this additional staging area, the project will incur more costs by renting another location for materials and transporting them to the job site. With quick access just on the other side of Swede Alley this will allow us to prevent delays in receiving materials as well as save money on ordering materials in advance before prices increase.

This additional staging area will also reduce congestion on Swede Alley during the time materials are delivered. We recognize the city's need for these parking spaces during the Sundance Film Festival and ski season, so we are making the request for the space to be available to ICS starting approximately March 17, 2008 until October 31, 2008 in order to be accommodating to the city's needs.

Thanks in advance for your consideration.

Sincerely,

Dave Morse
Senior Project Manager
Interior Construction Specialists, Inc.

Exhibit B – Increased Cost Estimate

PROJECT ESTIMATE	CONSTRUCTION CONTROL CORPORATION			1/7/2008

PROJECT NAME……..…..PARK CITY HISTORY MUSEUM OFFSITE STORAGE CLAIM
LOCATION…….……...……PARK CITY, UT
ARCHITECT…..…...…...….MARK CAVAGNERO ASSOCIATES
STAGE OF DESIGN………CONSTRUCTION

CSI #	DESCRIPTION	UNIT QTY	UNIT COST	
	OFFSITE STORAGE CLAIM COST ESTIMATE			
	Offsite Storage Costs			
	Storm Sewer	1 LS	$ 1,500.00	$ 1,500
	Concrete Forms	1 LS	$ 5,000.00	$ 5,000
	Rebar	1 LS	$ 2,500.00	$ 2,500
	Stone	1 LS	$ 7,500.00	$ 7,500
	Structural Steel	1 LS	$ 15,000.00	$ 15,000
	Structural Studs	1 LS	$ 5,000.00	$ 5,000
	Plywood & Wood	1 LS	$ 2,000.00	$ 2,000
	Roofing & Insulation	1 LS	$ 5,000.00	$ 5,000
	Glass & Curtainwall	1 LS	$ 5,000.00	$ 5,000
	Mechanical Equipment	1 LS	$ 10,000.00	$ 10,000
	Electrical	1 LS	$ 5,000.00	$ 5,000
	Fire Protection	1 LS	$ 2,000.00	$ 2,000
	Subtotal for Offsite Storage			**$ 65,500**
	Lost Production Costs - 10% of Labor			
	Storm Sewer	1 LS	$ 1,250.00	$ 1,250
	Concrete	1 LS	$ 7,163.00	$ 7,163
	Masonry	1 LS	$ 6,340.00	$ 6,340
	Structural Steel	1 LS	$ 8,750.00	$ 8,750
	Carpentry	1 LS	$ 2,895.00	$ 2,895
	Roofing	1 LS	$ 4,510.00	$ 4,510
	Glazing	1 LS	$ 4,240.00	$ 4,240
	Mechanical	1 LS	$ 9,850.00	$ 9,850
	Electrical	1 LS	$ 2,750.00	$ 2,750
	Fire Protection	1 LS	$ 1,760.00	$ 1,760
	Subtotal for Lost Production Costs			**$ 49,508**

PROJECT ESTIMATE	CONSTRUCTION CONTROL CORPORATION			1/7/2008
	PROJECT NAME……...…..PARK CITY HISTORY MUSEUM OFFSITE STORAGE CLAIM LOCATION……..……...……PARK CITY, UT ARCHITECT…..…...…...….MARK CAVAGNERO ASSOCIATES STAGE OF DESIGN………CONSTRUCTION			
CSI #	DESCRIPTION	UNIT QTY	UNIT COST	
	Misc Costs			
	Additional Equipment for Loading & Unloading	1 LS	$ 10,000.00	$ 10,000
	Additional Cleaning & Damage Repair	1 LS	$ 5,000.00	$ 5,000
	Additional Supervision	4 MO	$ 6,000.00	$ 24,000
	Subtotal for Misc Costs			**$ 39,000**
	SUBTOTAL STORAGE COSTS			**$ 154,008**
	BOND	**1%**		**1,540**
	INSURANCE	**0.5%**		**770**
	OVERHEAD & PROFIT	**5%**		**7,700**
	TOTALS			**$ 164,019**

Exhibit C – Approximate Location of expanded staging area