PARK CITY COUNCIL WORK SESSION NOTES
SUMMIT COUNTY, UTAH
DECEMBER 9, 2010

Present: **Mayor Dana Williams; Council members Candace Erickson; Liza Simpson; and Cindy Matsumoto**

Tom Bakaly, City Manager; Mark Harrington, City Attorney; Michael Kovacs, Assistant City Manager; Jon Weidenhamer, Economic Development Manager; Lori Collett, Finance Manager

Becky Zimmerman, Design Workshop; Jeff Chance, SLCC; Jon Buetler, Business Resource Center; Jim Andrus, Piercy, Bowler, Taylor & Kern

Absent: **Council members Joe Kernan and Alex Butwinski**

1. Council questions/comments. Cindy Matsumoto thanked Matt Cassel for getting the crosswalks and lights installed at Bonanza and discussed snow-plowing. She stated that she listened to the June 3, 2010 City Council meeting recording and agreed that what was approved was that the 5% bonuses would be given in January but she felt it was evident that members thought they would be further along in the pay plan discussions in the summer so that a decision could be made by the end of the year. In the future, she pledged to follow-through better so those things happen. Candace Erickson suggested that in the future, members need to set a date to make sure it is scheduled as expected. Tom Bakaly advised that the pay plan is scheduled on January 6 and Ms. Matsumoto encouraged that enough sessions are scheduled appropriately.

Striping Iron Horse and Bonanza was discussed to better delineate lanes. Candace Erickson thanked Ken Fisher for writing a great grant and obtaining $25,000 from the US Tennis Association for tennis programs. RAB also discussed public art for the new recreation center and are hoping the Public Art Advisory Board is open to their ideas. She and Liza Simpson attended the recreation roundtable which is a joint venture between the City, Basin Recreation and School District. Issues of mutual interest and revisiting interlocal agreements to reflect current practices are areas of focus. Ms. Simpson discussed attending both a Snyderville Basin Planning Commission meeting and the City's Planning Commission meeting where there was a lot of discussion on the 1440 Empire Avenue remand which was continued.

The Mayor stated that he received a call about providing the new recreation center with ADA access and special equipment. He attended the ribbon-cutting of The Montage and relayed the elements of the Flagstaff development agreement allowing the hotel in exchange for a number of benefits for the community including visual open space. He discussed meeting with representatives from the US Department of Energy today who provided a $250,000 grant for the Marsac Building's solar array which offsets about 16% of the power in the Building. He personally thanked Nate Rockwood and Tyler

Poulson for their work because he was told that the reporting was done so well that the Department wanted to use it as an example for other agencies seeking funding. Liza Simpson interjected that she observed a number of locals employed by The Montage at the open house.

2. Market analysis and carrying capacity study metrics. Jon Weidenhamer explained that the purpose of the work session is to check in with members on elements of the study underway. A stakeholders group representing community leaders, property owners, the Chamber/Bureau, etc. will meet tomorrow.

Consultant Becky Zimmerman stated that she will review the work they are doing and the methodology of the metrics part which is where she is looking for feedback from members. The first element of the scope of work is a retail commercial market study which looks at the different districts and the impacts of major retail like at Kimball Junction. This will be overlaid with a demand analysis to begin to project what future demand for certain types of retail and retail tenant mix might be. Design Workshop is also working on defining current trends in destination mountain resorts. She relayed that *it's not business as usual anywhere* and profiling a couple of resort communities to help to define lessons learned will be pursued. She continued that some places have best in practice as it relates to certain programs. They are really in the data gathering stage in gathering resort trends as well as the comparable community analysis.

Carry capacity analysis considers both the built and natural environment primarily to identify future opportunities. She spoke about unintended outcomes of policies or ordinances. Ms. Zimmerman pointed out the different populations in Park City, permanent, part-time, visitors, etc. The built environment includes an inventory of retail, restaurants, pillows, etc. and the natural environment consists of tracking things like trail capacity and other interactivities with the environment. This is work in progress. She relayed *what gets measured gets done*. Each part begins with a preliminary goal and the base line represents current conditions. A benchmark may look at best in practice or another place but most important is the *SmartGoal* which is Council's goal. This is the focus and where the metric is set and strategies are implemented to accomplish the outcome of the metric and the goal.

Ms. Zimmerman explained that there are three metric categories. The economic element tends to be quantifiable. Some community metrics are quantifiable but some are qualitative but are still measurable. The third category is environment which the City has some great information on.

Candace Erickson asked if she had information on tolerance levels for people in a variety of situations in a resort town like not getting in to restaurants, gridlock, etc. Ms. Zimmerman indicated that empirical data is limited and some instances can not be modeled. Ms. Matsumoto like the list and interjected that a little tension sometimes prompts a better experience but everyone likes something different. She acknowledged how difficult it is to measure these things but it will be interesting to see the results. Liza

Simpson complimented the starting list and acknowledged the challenge in interpreting data that is not quantitative. She recommended including parks and green space with open space and conservation lands and believed the amount of meeting space available in the City is relevant. She pointed out that there is nothing about events in the community section which is an important amenity for both residents and visitors. Rather than looking at the support for public art for municipal buildings, she felt it more important to analyze type of events and examining cultural attractions.

Mayor Williams emphasized the shift in the population base working for or involved with the resort industry. He discussed conflicting positions on supporting diversity in town and he encouraged the consultants to consider the Visioning Session document from last year. Ms. Matsumoto believed it helpful to know how many people work in town or commute. Ms. Zimmerman responded that this is difficult information to obtain but there may be 2010 Census information available which provides occupation and commute times.

Jon Weidenhamer referred to Ms. Erickson's first comment about the limit of what people will tolerate and believed this should be discussed by the task force tomorrow. In response to comments, Mr. Weidenhamer stated that Breckenridge and Aspen were selected as comparison communities because Breckenridge is an authentic mining town and Aspen has three mountains and employees commuting. Ms. Erickson clarified that she loves to hear what other communities have done but emphasized that Park City is much different in many ways. Cindy Matsumoto believed information about best practices in other towns could be very helpful for new ideas and solutions. Diane Foster discussed comparing carrying capacities at other mountain resorts during key dates. Ms. Erickson discussed Sun Valley property owners converting downtown commercial properties into residential because of over-building commercial.

Ms. Zimmerman discussed conducting surveys to measure satisfaction and to monitor trends. Social media provides immediate feedback on visitor experience both positive and negative but there is currently no way to collect it. Ms. Erickson advised that there is a way to tap into social networking and resorts now have the ability to respond to comments and tweets. Mayor Williams pointed out that residents are frustrated with gridlock on SR224 and SR248 twice a day but the fact that there is traffic is a healthy economic indicator which is difficult to weigh. He believes that the needs of residents should be met before the needs of visitors.

Jon Weidenhamer advised that it is intended to bring the study back in early January but it may be mid-February or early March. There was discussion about waiting for Census information but members were supportive of receiving a draft as soon as it is available and creating a placeholder in the report for demographic information.

3. Economic Development grant request – Business Resource Center – SLCC. Michael Kovacs explained that a public hearing on this request will be held in January. Salt Lake Community College submitted a grant request for $12,000 for a business resource center and the County will match what the City decides to give which is recommended at $12,500. Council previously approved sponsoring a CDBG grant on behalf of SLCC to Mountainlands Association of Governments but a decision on an award has not yet been made. SLCC is also considering applying for EDA and USDA rural development grants.

The Mayor stated that he attended the County Council meeting and that is not what members were saying. Regardless of what County staff recommends, there were comments about the Business Resource Center duplicating services already available. Jeff Chance stated that County Manager Bob Jasper felt very strongly that the County should match whatever Park City offers.

Jon Buetler, Director, explained the services provided for small businesses, including assisting with business plans for financing. He stated that the Center in Salt Lake created 401 jobs and $23 million in economic impact which is tracked very closely. One-on-one counseling is available and resources in Sandy will be leveraged. He stated that Zions Bank has provided office space, SLCC has contributed $15,000 for seed money, requests to Park City and Summit County for $12,500 are in progress, and other governmental grants are possible. In response to a question from Cindy Matsumoto, Michael Kovacs stated that $15,000 is currently left in the economic development grant fund. Liza Simpson felt this is a great program because of the number of businesses who may benefit from these services. Ms. Matsumoto encouraged members to consider leaving some balance in the fund. All members were supportive with staff returning in January to finalize the request.

4. Annual audit report. Lori Collett introduced Jim Andrus of Piercy Bowler Taylor & Kern. She relayed that Council member Alex Butwinski requested that this be continued to next week. Mr. Andrus explained that his firm likes to give management the opportunity to review the financial statements and any oversight to approve them before they are finalized. However, he requested verbal approval to proceed with printing the final document. This will also appear on the agenda next week for formal acceptance. Mark Harrington suggested including a statement to finalize the document in the motion to continue tonight. Ms. Collett explained that time is needed to file reports with a number of agencies before the end of the year. Liza Simpson thanked the auditor for easily directing readers to portions of the document.

Jim Andrus stated that they issued an unqualified opinion meaning there were no material exceptions to the financial statements which is the best opinion to receive. There were no significant deficiencies related to financial statements and no material non-compliance. He indicated the importance of complying with federal requirements for funded programs and material non-compliance or significant deficiencies were not found. Park City is complying with federal awards received and another report deals with internal control over financial statements. He stated that Park City has an excellent system and there are no recommendations for adjustments which is extremely rare in an audit. In addition, Park City meets state auditor requirements for governmental agencies. In response to a question from Liza Simpson, Mr. Andrus explained that a low risk auditee is an agency with no or few negative findings in prior years.

Candace Erickson stated that this is the third audit report she has listened to this year as a board member, and both of the others had internal control issues or something else. She is very pleased with these results. Mr. Andrus indicated that he is the regional government practice leader for the firm and stated that Park City has an excellent management team and thanked staff for being so friendly and helpful.

Prepared by Janet M. Scott, City Recorder

PARK CITY COUNCIL MEETING
SUMMIT COUNTY, UTAH
DECEMBER 9, 2010

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 9, 2010. Members in attendance were Dana Williams, Candace Erickson, Cindy Matsumoto, and Liza Simpson. Alex Butwinski and Joe Kernan were excused. Staff present was Tom Bakaly, City Manager; Mark Harrington, City Attorney; Matt Cassel, City Engineer; and Katie Cattan, Planner.

II COMMUNICATIONS AND DISCLOSURES FROM COUNCIL AND STAFF

Bonanza Drive Construction Project - Matt Cassel informed members that final design for the tunnel has been accepted but the contractor bid amount is high amount and a change order will appear on the agenda next week. In the meantime, he will contact other contractors for bids as they can be subcontracted with which is a UDOT process. All of the work will be under Granite Construction. Construction is anticipated the beginning of January, but not through Sundance, and completion is anticipated in March. Cindy Matsumoto asked if waiting until spring would be more efficient. Mr. Cassel explained that dealing with spring run-off is also expensive and probably a trade-off to clearing snow. Liza Simpson expressed her concern that the intersection is safer as soon as possible. Ms. Matsumoto strongly felt that some pedestrians will cross the surface of the street and not use the tunnel. Matt Cassel explained that a temporary lighting plan will be implemented tomorrow.

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

Park Meadows Sidewalks - Mary Black, Park Meadows resident, complained that the new sidewalk along Holiday Ranch Loop is not being plowed as well as sidewalks to Round Valley. Many times she has to walk in the middle of the street and she feels threatened by reckless drivers. Why build sidewalks and offer open space when the sidewalks are not plowed to get people there safely. She urged examining the budget to plow Park Meadows sidewalks.

The City Manager explained that the plan is to present an option during budget including clearing Holiday Ranch and Comstock. There are no funds budgeted this year but Council could look at using reserves. Candace Erickson explained that the philosophy has been to only plow the streets gong to major destinations like schools or to main corridors. She felt that there needs to be a discussion about sidewalks as a whole. Ms. Matsumoto encouraged considering clearing Holiday Ranch this winter rather than waiting for the budget process to conclude.

Mary Black repeated her concerns and Tom Bakaly stated that staff can pull the cost together for Holiday Ranch Loop and possibly use the request as an example in the BFO discussion on enhanced services.

IV WORK SESSION NOTES AND MINUTES OF MEETING OF NOVEMBER 18, 2010

Liza Simpson stated that she will be abstaining as she was not in attendance resulting in a lack of a quorum. Mayor Williams requested a motion to continue. Liza Simpson, "I so move". Cindy Matsumoto seconded. Motion carried.

Alex Butwinski	Absent
Candace Erickson	Aye
Joe Kernan	Absent
Cindy Matsumoto	Aye
Liza Simpson	Aye

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")*

Liza Simpson, "I move we pull Consent Agenda Item 3 off the Consent Agenda and approve Consent Agenda Items 1 and 2". Candace Erickson seconded. Motion carried. Liza Simpson, "I move we continue Consent Agenda Item 3 to the 16th with verbal approval directing the auditor to prepare final documents". Candace Erickson seconded. Motion carried

Alex Butwinski	Absent
Candace Erickson	Aye
Joe Kernan	Absent
Cindy Matsumoto	Aye
Liza Simpson	Aye

1. Consideration of a Resolution approving a Letter of Intent with Summit County on Environmental Sustainability – Approved.

2. Consideration of Contract Modification No. 1 with Stanley Consultants for the Bonanza Drive Reconstruction Project in a form approved by the City Attorney for a not to exceed amount of $141,845 – Approved.

3. Consideration of acceptance of Comprehensive Annual Financial Report for 2010 – Continued.

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

1. Consideration of an Ordinance approving the Little Belle Condominiums Fifth Amended Plat, Unit 3, to expand the private ownership area of Unit 3, located at 7175 Little Belle Court, Park City, Summit County, Utah – Katie Cattan explained that this plat amendment is to extend the private area of Unit 3 into the limited common and common area bound by the westerly exterior walls of Unit 2 and 4. The Mayor opened the public hearing; there was no comment. Cindy Matsumoto, "I move that we approve an Ordinance approving the Little Belle Condominiums Fifth Amended Plat, Unit 3, to expand the private ownership area of Unit 3, located at 7175 Little Belle Court". Liza Simpson seconded. Motion carried

Alex Butwinski	Absent
Candace Erickson	Aye
Joe Kernan	Absent
Cindy Matsumoto	Aye
Liza Simpson	Aye

VII ADDITIONAL DISCUSSION – AGENDA ITEMS

VIII 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 3:30 p.m. Members in attendance were Mayor Dana Williams, Candace Erickson, Cindy Matsumoto, and Liza Simpson. Joe Kernan and Alex Butwinski were excused. Staff present was Tom Bakaly, City Manager; Tom Daley, Deputy City Attorney; Diane Fostser, Sustainability Manager; Joan Card, Environmental Regulatory Affairs Manager, Jason Christensen, Legal Intern, and Mark Harrington, City Attorney. Cindy Matsumoto, "I move to close the meeting to discuss property and litigation". Liza Simpson seconded. Motion carried. The meeting opened at approximately 4:30 p.m. Cindy Matsumoto, "I move to open the meeting". Candy Erickson seconded. Motion carried.

Alex Butwinski	Absent
Candace Erickson	Aye
Joe Kernan	Absent
Cindy Matsumoto	Aye
Liza Simpson	Aye

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

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